



# **2025 Budget**

## **Approved – Dec. 16, 2024**

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## SECTION 1 -- OVERVIEW

The taxes to a municipal ratepayer are affected by several factors of which the Town of Hanover has no control, including; the assessment of a property, the tax ratios, the county tax rate and the education tax rate. Only the applicable municipal levy requirements are somewhat controllable.

### Definitions

**Assessment** = Value of property as provided by the Municipal Property Assessment Corporation (MPAC). All values for property are as of January 1, 2016.

**Blended Tax Rate** = Combination of Town's Tax Rate, County's Tax Rate and Education Tax Rate. The total of these three rates X assessment = Property Tax Bill.

**Levy** = Tax dollars to be raised over and above other revenues, user fees and grants, etc., in order to provide the desired level of services and programs. In 2025, a municipal budget levy increase of 1% is equal to \$91,024.

**Town Tax Rate** = Town's rate required to obtain the levy to be raised (equals levy divided by assessment).

### Municipal Revenue

The Town of Hanover services are funded through a variety of revenue sources including:

- Unconditional grants from the Federal and Provincial governments such as Canada Community Building Fund (CCBF) and Ontario Municipal Partnership Fund (OMPF)
- Conditional grants from the Federal and Provincial governments – based on applications for specific purposes
- Property taxes
- Ontario Lottery and Gaming (OLG)
- Payments in lieu of taxes
- User fees and charges for services
- Fines and penalties
- Investment income
- Reserves and Reserve funds, monies that originated either from the levy or elsewhere, are shown as revenue when they are brought into the budget to be used to fund expenses.

The amount of property taxes that needs to be collected each year is the difference between total expenses and all other revenue sources. In 2024, the Town of Hanover required \$9,102,400 from the property tax levy to provide services and make investments at the levels set by the Town of Hanover Council.

## **Municipal Expenditures**

The Town's expenditures are grouped into the following categories:

- Wages and Benefits
- Principal and Interest Payments
- Supplies, Materials and Equipment
- Insurance, Rent and Other Financial Expenditures
- External Transfers
- Internal Charges
- Transfers to Reserves / Reserve Funds

The Town of Hanover has many functions that it provides and each service and/or department is divided into these functions as per the Financial Information Report (FIR). These functions and applicable departments are as follows:

**General Government** – includes Council Activities, Administration, Corporate Services/Finance and Civic Facilities.

**Protective Services** – includes Police Services, Fire Protection, Emergency Plan, Building, By-law and Animal Control and the municipal proportionate share of Saugeen Valley Conservation Authority (SVCA).

**Transportation** – includes Roads, Storm Sewers, Sidewalks, Street Lighting, Parking and Winter Control. It also includes the municipality's proportionate share of the Saugeen Mobility and Regional Transit (SMART) and Saugeen Municipal Airport (SMA).

**Environmental Services** – includes Solid Waste and Recycling collection and the municipal share of the Hanover/Walkerton Joint Landfill Site.

**Water and Wastewater Services** - includes the treatment and distribution of the town's drinking water and the collection and treatment of wastewater. These costs are separate from the tax levy and calculated using user fees.

**Health Services** –includes Cemetery and the Medical Clinic Facility


**Recreation and Cultural Services** – includes Parks and Facilities including Aquatics, Recreational Programs, Theatre and Library.

**Planning and Development** – includes Residential and Commercial Planning, review of property development plans and Economic Development services for the municipality.

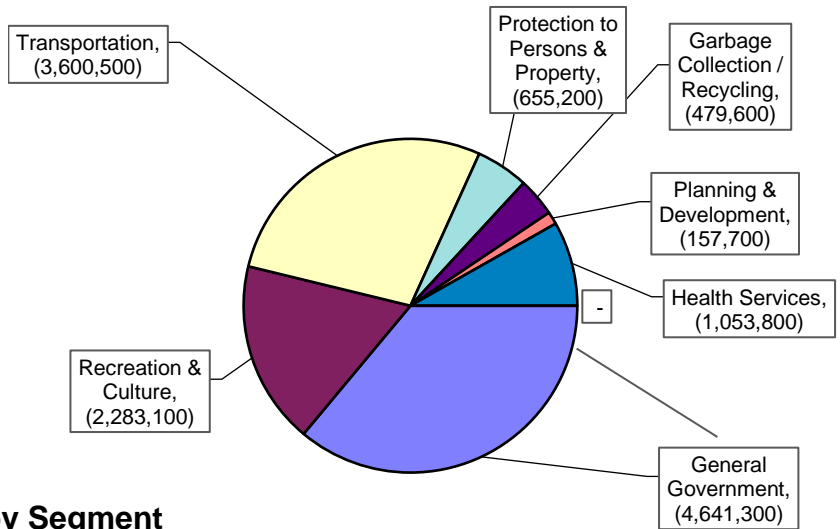
### **Budget Levy**

The current proposed Total Town General (Tax Rate) Gross Budget is \$22,672,200 which includes \$16,849,400 from Operations and \$5,822,800 from Capital.

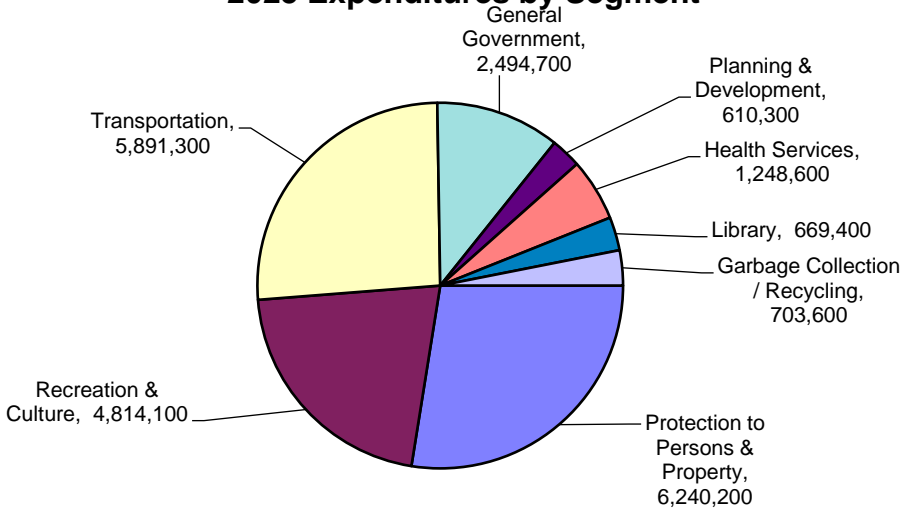
# 2025 Budget Summary

	2025	2025	
	5 Council Approved	5 Council Approved	
	Revenue	Expenditure	NET
General Government	(4,641,300)	2,494,700	(2,146,600)
Protective Services	(655,200)	6,240,200	5,585,000
Transportation	(3,600,500)	5,891,300	2,290,800
Environmental Services	(479,600)	703,600	224,000
Health Services	(1,053,800)	1,248,600	194,800
Recreation and Cultural Services	(2,283,100)	5,483,500	3,200,400
Planning and Development	(157,700)	610,300	452,600
<b>Total Town of Hanover</b>	<b>(12,871,200)</b>	<b>22,672,200</b>	<b>9,801,000</b>

## 2025 Revenues by Segment



## 2025 Expenditures by Segment



The following is the summary by departments within each of the above noted functions

# BUDGET SUMMARY

	2025	2025	
	5 Council Approved	5 Council Approved	
	Revenue	Expenditure	NET
<b>General Government</b>			
0510 Taxes for Own Use	(97,300)	800	(96,500)
0530 Taxes for Upper Tier	-	-	-
0620 Provincial Funding	(2,241,500)	-	(2,241,500)
0690 Unassigned Revenue	(2,022,500)	-	(2,022,500)
1100 Council	-	385,400	385,400
1200 Administration	(50,000)	1,701,500	1,651,500
1300 Property - Civic Centre	(135,600)	329,800	194,200
1301 Property - Saugeen Room	(5,400)	7,400	2,000
1360 Property - 140 7th Avenue	(89,000)	69,800	(19,200)
<b>Total General Government</b>	<b>(4,641,300)</b>	<b>2,494,700</b>	<b>(2,146,600)</b>
<b>Protective Services</b>			
2000 Police Services	-	4,042,200	4,042,200
2100 Fire	(385,000)	1,534,000	1,149,000
2110 1937 Chev Fire Truck	-	700	700
2112 1999 Pumper Rescue Truck	-	17,100	17,100
2113 2024 Ford F250 @ Spacecap (prev 2002	-	40,500	40,500
2114 Boat and Trailer	-	2,300	2,300
2115 2010 Ladder Truck	-	20,900	20,900
2116 2021 Chev Silverado 4X4	-	5,500	5,500
2117 2020 Engine Truck	-	12,300	12,300
2118 2025 GMC Sierra 2500 (Fire Squad Truck	-	29,500	29,500
2130 Emergency Measures	-	7,300	7,300
2300 Saugeen Valley Conservation Authority	-	179,200	179,200
2400 Building	(260,500)	331,400	70,900
2420 Canine Control	(9,700)	17,300	7,600
<b>Total Protective Services</b>	<b>(655,200)</b>	<b>6,240,200</b>	<b>5,585,000</b>

	2025	2025	
	5 Council Approved	5 Council Approved	
	Revenue	Expenditure	NET
<b>Transportation</b>			
3100 Sidewalk Maintenance - Summer	-	36,100	36,100
3101 Sidewalk Maintenance - Winter	-	88,000	88,000
3102 Paved Roads - Resurfacing/Cold Mix	-	123,500	123,500
3103 Winter Control - Snow Plowing & Remov	-	58,700	58,700
3104 Winter Control - Sanding, Salting & Swee	-	128,700	128,700
3105 Road Side Maintenance - Leaf Pickup,Tre	-	98,600	98,600
3106 Streetlights	(14,000)	131,000	117,000
3108 Catchbasins/Storm Sewers	-	55,600	55,600
3150 10th St/7th Ave Snow Removal (County -	(18,700)	37,400	18,700
3151 Traffic Lights & Markings (County Rd)	-	8,300	8,300
3152 10th Street Sweep/Mtnce (County 100%	(4,400)	4,400	-
3153 7th Avenue (County 100%)	(3,500)	3,500	-
3200 Town Equipment Use	(259,500)	-	(259,500)
3202 2021 International (Truck #2)	-	14,900	14,900
3203 2025 Chevy Silverado 3500 (Formerly 20	-	31,000	31,000
3205 2024 Chevy Silverado 1500	-	18,600	18,600
3207 2018 Western Star (Truck #7)	-	15,000	15,000
3209 2003 John Deere 770 Grader	-	7,100	7,100
3211 2003 CAT Loader	-	59,800	59,800
3212 2018 MV4 Sidewalk Tractor	-	9,000	9,000
3213 Roads Equipment-Sweeper	-	7,200	7,200
3214 2023 Trackless Tractor	-	5,300	5,300
3215 2007 MT6 Trackless	-	3,700	3,700
3216 2017 Loader Backhoe	-	11,400	11,400
3225 Flower Planters - Public Works Inv - 100%	(16,300)	16,300	-
3300 Road Construction Projects	(2,531,000)	3,399,900	868,900
3400 Roads - General Administration	(9,000)	280,900	271,900
3500 Roads - Workshop	-	181,200	181,200
3700 Parking - Winter Maintenance	-	36,500	36,500
3701 Parking Bylaw Enforcement/Summer Mt	(3,300)	71,100	67,800
3850 Saugeen Municipal Airport	-	57,300	57,300
3900 SMART Transit	-	150,500	150,500
3910 SMART Transit - Provincial Gas Tax	(740,800)	740,800	-
<b>Total Transportation</b>	<b>(3,600,500)</b>	<b>5,891,300</b>	<b>2,290,800</b>
<b>Environmental Services</b>			
4520 Garbage Collection	(220,000)	128,900	(91,100)
4530 Recycling - Blue Box Collection	(100)	10,500	10,400
4540 Landfill - Transfer to	(259,500)	564,200	304,700
<b>Total Environmental Services</b>	<b>(479,600)</b>	<b>703,600</b>	<b>224,000</b>
<b>Health Services</b>			
5200 Hanover Cemetery	(99,500)	159,800	60,300
5300 Medical Clinic	(950,100)	1,085,700	135,600
5301 Medical Clinic - Locums	(4,200)	3,100	(1,100)
<b>Total Health Services</b>	<b>(1,053,800)</b>	<b>1,248,600</b>	<b>194,800</b>

	2025	2025	
	5 Council	5 Council	
	Approved	Approved	
	Revenue	Expenditure	NET
<b>Recreation and Cultural Services</b>			
7100 Parks & Outdoor Facilities	(961,700)	1,256,100	294,400
7101 Parks - Ball Parks	(18,400)	98,000	79,600
7102 Parks - Athletic Fields (Soccer)	(11,000)	51,500	40,500
7103 Flower Watering - Other	-	5,500	5,500
7119 Binkley/Paterson Pavilion	(400)	3,300	2,900
7120 Splashpad	-	30,900	30,900
7130 Parks - Hanover Heritage Square	-	56,800	56,800
7131 Parks - Millenium Commemorative Grov	-	23,400	23,400
7140 Town Equipment	(43,600)	-	(43,600)
7141 2024 Ford F 350 with dump box	-	30,000	30,000
7142 2014 John Deere Tractor	-	2,500	2,500
7143 2020 Chev Silverado 2500	-	5,400	5,400
7144 2012 Kubota Mower/Blower	-	2,300	2,300
7146 2019 Dodge Ram Truck 2500	-	5,000	5,000
7147 Ferris Riding Lawn Mower	-	2,400	2,400
7148 2025 Chevy Silverado	-	19,400	19,400
7210 Aquatic - Facility	(25,500)	477,800	452,300
7211 Aquatic - Classroom	(4,500)	7,600	3,100
7212 Aquatic - Lounge	(6,500)	7,600	1,100
7220 Aquatic - Programs	(444,600)	692,400	247,800
7300 Recreation Administration	(9,700)	298,300	288,600
7320 Recreation Programs - Daycamp	(110,000)	139,900	29,900
7321 Recreation Programs - Special Events	(4,900)	15,700	10,800
7322 Recreation General Programs	(32,000)	35,200	3,200
7323 Recreation Programs - Senior Games	(1,400)	7,700	6,300
7400 Capital Assets	-	-	-
7410 Facilities - Administration	(320,400)	704,000	383,600
7411 Facilities - Lions Den Room	(14,300)	25,900	11,600
7412 Facilities - Arena Winter Operations	(204,000)	462,000	258,000
7413 2023 Olympia Millennium Ice Resurfac	(5,000)	5,000	-
7414 Facilities - Arena Summer Operations	(6,800)	201,700	194,900
7415 Facilities - Concession Booth/Vending M	(14,900)	8,500	(6,400)
7425 Arena - East (Back) Parking Lot - 50% HB	(1,300)	2,600	1,300
7820 Transfer to Library	-	669,400	669,400
7830 Hanover Civic Theatre	(31,200)	106,100	74,900
7831 Community Hall	(11,000)	23,600	12,600
<b>Total Recreation and Cultural Services</b>	<b>(2,283,100)</b>	<b>5,483,500</b>	<b>3,200,400</b>
<b>Planning and Development</b>			
8100 Planning & Development	(107,900)	237,500	129,600
8200 Economic Development	(36,900)	365,200	328,300
8270 Industrial Park	(12,900)	7,600	(5,300)
<b>Total Planning and Development</b>	<b>(157,700)</b>	<b>610,300</b>	<b>452,600</b>
<b>Total Town of Hanover</b>	<b>(12,871,200)</b>	<b>22,672,200</b>	<b>9,801,000</b>

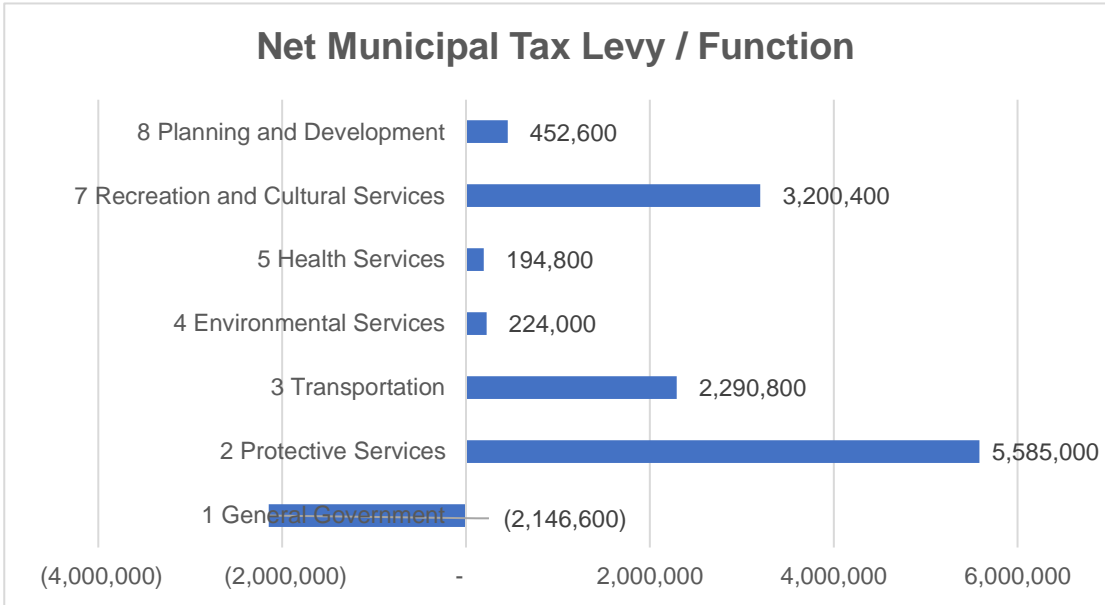


The following is a summary breakdown of the Net General Budget (tax applicable) for 2025 vs 2024.

## 2025 Net Budget vs Prior Year

	2024	2025	\$	%
	5 Council Approved	5 Council Approved	CHANGE	CHANGE
1 General Government	(2,038,500)	(2,146,600)	(108,100)	5
2 Protective Services	4,774,300	5,585,000	810,700	17
3 Transportation	2,406,400	2,290,800	(115,600)	(5)
4 Environmental Services	338,000	224,000	(114,000)	(34)
5 Health Services	23,600	194,800	171,200	725
7 Recreation and Cultural Services	3,095,100	3,200,400	105,300	3
8 Planning and Development	503,500	452,600	(50,900)	(10)
<b>Total Town of Hanover</b>	<b>9,102,400</b>	<b>9,801,000</b>	<b>698,600</b>	<b>8</b>

The municipal tax rate is based on the levy required and the Town of Hanover assessment available.



The following is the breakdown by department within each function comparing the 2024 to the 2025 proposed.



## Operating Budget vs Prior Year Council Approved

2025

	2024	2025	\$	%
	5 Council Approved	5 Council Approved	CHANGE	CHANGE
<b>1 General Government</b>				
0510 Taxes for Own Use	(86,100)	(96,500)	(10,400)	12
0620 Provincial Funding	(2,055,000)	(2,241,500)	(186,500)	9
0690 Unassigned Revenue	(1,999,400)	(2,022,500)	(23,100)	1
1100 Council	381,000	385,400	4,400	1
1200 Administration	1,513,400	1,651,500	138,100	9
1300 Property - Civic Centre	228,300	194,200	(34,100)	-15
1301 Property - Saugeen Room	4,000	2,000	(2,000)	-50
1360 Property - 140 7th Avenue	(24,700)	(19,200)	5,500	-22
<b>Total 1 General Government</b>	<b>(2,038,500)</b>	<b>(2,146,600)</b>	<b>(108,100)</b>	<b>5</b>
<b>2 Protective Services</b>				
2000 Police Services	3,537,200	4,042,200	505,000	14
2100 Fire	899,500	1,149,000	249,500	28
2110 1937 Chev Fire Truck	700	700	-	0
2112 1999 Pumper Rescue Truck	16,100	17,100	1,000	6
2113 2024 Ford F250 @ Spacecap (prev 20	30,700	40,500	9,800	32
2114 Boat and Trailer	2,500	2,300	(200)	-8
2115 2010 Ladder Truck	20,800	20,900	100	0
2116 2021 Chev Silverado 4X4	5,300	5,500	200	4
2117 2020 Engine Truck	11,400	12,300	900	8
2118 2025 GMC Sierra 2500 (Fire Squad Tr	-	29,500	29,500	
2130 Emergency Measures	9,800	7,300	(2,500)	-26
2300 Saugeen Valley Conservation Authori	148,400	179,200	30,800	21
2400 Building	82,600	70,900	(11,700)	-14
2420 Canine Control	9,300	7,600	(1,700)	-18
<b>Total 2 Protective Services</b>	<b>4,774,300</b>	<b>5,585,000</b>	<b>810,700</b>	<b>17</b>
<b>3 Transportation</b>				
3100 Sidewalk Maintenance - Summer	32,100	36,100	4,000	12
3101 Sidewalk Maintenance - Winter	87,300	88,000	700	1
3102 Paved Roads - Resurfacing/Cold Mix	124,100	123,500	(600)	-0
3103 Winter Control - Snow Plowing & Ren	61,800	58,700	(3,100)	-5
3104 Winter Control - Sanding, Salting & S	131,900	128,700	(3,200)	-2
3105 Road Side Maintenance - Leaf Pickup	96,600	98,600	2,000	2
3106 Streetlights	122,300	117,000	(5,300)	-4
3108 Catchbasins/Storm Sewers	58,200	55,600	(2,600)	-4
3150 10th St/7th Ave Snow Removal (Cour	17,900	18,700	800	4
3151 Traffic Lights & Markings (County Rd)	7,700	8,300	600	8
3152 10th Street Sweep/Mtnce (County 10	-	-	-	
3153 7th Avenue (County 100%)	-	-	-	
3200 Town Equipment Use	(207,700)	(259,500)	(51,800)	25
3202 2021 International (Truck #2)	14,200	14,900	700	5
3203 2025 Chevy Silverado 3500 (Formerly	9,700	31,000	21,300	220
3205 2024 Chevy Silverado 1500	15,800	18,600	2,800	18
3207 2018 Western Star (Truck #7)	14,000	15,000	1,000	7
3209 2003 John Deere 770 Grader	7,000	7,100	100	1

	2024	2025	\$	%
	5 Council Approved	5 Council Approved	CHANGE	CHANGE
3211 2003 CAT Loader	55,000	59,800	4,800	9
3212 2018 MV4 Sidewalk Tractor	8,900	9,000	100	1
3213 Roads Equipment-Sweeper	6,900	7,200	300	4
3214 2023 Trackless Tractor	5,000	5,300	300	6
3215 2007 MT6 Trackless	4,600	3,700	(900)	-20
3216 2017 Loader Backhoe	12,200	11,400	(800)	-7
3225 Flower Planters - Public Works Inv - 1	-	-	-	
3300 Road Construction Projects	1,000,200	868,900	(131,300)	-13
3400 Roads - General Administration	254,800	271,900	17,100	7
3500 Roads - Workshop	172,300	181,200	8,900	5
3700 Parking - Winter Maintenance	38,100	36,500	(1,600)	-4
3701 Parking Bylaw Enforcement/Summer	63,700	67,800	4,100	6
3850 Saugeen Municipal Airport	54,000	57,300	3,300	6
3900 SMART Transit	137,800	150,500	12,700	9
3910 SMART Transit - Provincial Gas Tax	-	-	-	
<b>Total 3 Transportation</b>	<b>2,406,400</b>	<b>2,290,800</b>	<b>(115,600)</b>	<b>-5</b>
<b>4 Environmental Services</b>				
4300 Waterworks Revenue	(2,277,200)	(2,705,800)	(428,600)	19
4310 Waterworks Pumping Stations	4,500	4,800	300	7
4320 Pumping Station Ruhl Lake	31,200	35,400	4,200	13
4340 Deep Well #1 & 2	35,100	55,200	20,100	57
4350 Water Towers	7,200	7,600	400	6
4370 2025 Chevy Silverado V6 (former 201	9,500	20,000	10,500	111
4380 2024 Ford F-350 (Truck 10)	(1,300)	10,500	11,800	-908
4400 Waterworks Distribution	667,100	890,300	223,200	33
4410 Waterworks Administration	277,600	309,200	31,600	11
4420 Water Meters	45,000	37,100	(7,900)	-18
4430 Water Treatment Plant	1,201,300	1,335,700	134,400	11
4520 Garbage Collection	(87,800)	(91,100)	(3,300)	4
4530 Recycling - Blue Box Collection	131,100	10,400	(120,700)	-92
4540 Landfill - Transfer to	294,700	304,700	10,000	3
4600 Waste Water Treatment - Revenue	(2,536,000)	(2,982,000)	(446,000)	18
4620 Waste Water Treatment Plant	1,618,800	1,931,700	312,900	19
4625 2019 Chev Silverado 1500	8,500	9,000	500	6
4630 Waste Water Treatment Administration	271,300	295,700	24,400	9
4640 Sanitary Sewers Maintenance	636,400	744,600	108,200	17
4650 Sanitary Sewer Pumphouse Maintenance	1,000	1,000	-	
<b>Total 4 Environmental Services</b>	<b>338,000</b>	<b>224,000</b>	<b>(114,000)</b>	<b>-34</b>
<b>5 Health Services</b>				
5200 Hanover Cemetery	43,500	60,300	16,800	39
5300 Medical Clinic	(18,200)	135,600	153,800	-845
5301 Medical Clinic - Locums	(1,700)	(1,100)	600	-35
<b>Total 5 Health Services</b>	<b>23,600</b>	<b>194,800</b>	<b>171,200</b>	<b>725</b>
<b>7 Recreation and Cultural Services</b>				
7100 Parks & Outdoor Facilities	341,200	294,400	(46,800)	-14
7101 Parks - Ball Parks	42,700	79,600	36,900	86
7102 Parks - Athletic Fields (Soccer)	42,100	40,500	(1,600)	-4
7103 Flower Watering - Other	5,100	5,500	400	8
7119 Binkley/Paterson Pavilion	3,800	2,900	(900)	-24

	2024	2025	\$	%
	5 Council Approved	5 Council Approved	CHANGE	CHANGE
7120 Splashpad	-	30,900	30,900	
7130 Parks - Hanover Heritage Square	62,400	56,800	(5,600)	-9
7131 Parks - Millenium Commemorative G	22,700	23,400	700	3
7140 Town Equipment	(41,900)	(43,600)	(1,700)	4
7141 2024 Ford F 350 with dump box	23,200	30,000	6,800	29
7142 2014 John Deere Tractor	1,900	2,500	600	32
7143 2020 Chev Silverado 2500	5,200	5,400	200	4
7144 2012 Kubota Mower/Blower	2,500	2,300	(200)	-8
7146 2019 Dodge Ram Truck 2500	4,800	5,000	200	4
7147 Ferris Riding Lawn Mower	1,800	2,400	600	33
7148 2025 Chevy Silverado	7,300	19,400	12,100	166
7210 Aquatic - Facility	434,200	452,300	18,100	4
7211 Aquatic - Classroom	900	3,100	2,200	244
7212 Aquatic - Lounge	2,400	1,100	(1,300)	-54
7220 Aquatic - Programs	292,900	247,800	(45,100)	-15
7300 Recreation Administration	271,600	288,600	17,000	6
7320 Recreation Programs - Daycamp	31,000	29,900	(1,100)	-4
7321 Recreation Programs - Special Events	10,900	10,800	(100)	-1
7322 Recreation General Programs	4,800	3,200	(1,600)	-33
7323 Recreation Programs - Senior Games	5,900	6,300	400	7
7400 Capital Assets	-	-	-	
7410 Facilities - Administration	365,200	383,600	18,400	5
7411 Facilities - Lions Den Room	9,000	11,600	2,600	29
7412 Facilities - Arena Winter Operations	258,500	258,000	(500)	-0
7413 2023 Olympia Millennium Ice Resurf	4,200	-	(4,200)	-100
7414 Facilities - Arena Summer Operations	174,400	194,900	20,500	12
7415 Facilities - Concession Booth/Vending	(5,900)	(6,400)	(500)	8
7425 Arena - East (Back) Parking Lot - 50%	1,300	1,300	-	0
7820 Transfer to Library	636,800	669,400	32,600	5
7830 Hanover Civic Theatre	58,000	74,900	16,900	29
7831 Community Hall	14,200	12,600	(1,600)	-11
<b>Total 7 Recreation and Cultural Services</b>	<b>3,095,100</b>	<b>3,200,400</b>	<b>105,300</b>	<b>3</b>
<b>8 Planning and Development</b>				
8100 Planning & Development	162,600	129,600	(33,000)	-20
8200 Economic Development	347,000	328,300	(18,700)	-5
8270 Industrial Park	(6,100)	(5,300)	800	-13
<b>Total 8 Planning and Development</b>	<b>503,500</b>	<b>452,600</b>	<b>(50,900)</b>	<b>-10</b>
<b>Total Town of Hanover</b>	<b>9,102,400</b>	<b>9,801,000</b>	<b>698,600</b>	<b>7.67</b>

The Water/Sewer Gross Budget is \$13,801,200 which includes \$3,699,200 for Operations and \$10,102,000 for Capital expenditures. These are separate from the Tax Rate calculations and all funding is covered through the water and sewer user fees.



### USER FEES Budget - Water/Sewer (Incl. Capital)

2025

	2025	2025	
	4 Council Review	4 Council Review	
	Revenue	Expenditure	NET
<b>Environmental Services</b>			
4300 Waterworks Revenue	(2,705,800)		(2,705,800)
4310 Waterworks Pumping Stations		4,800	4,800
4320 Pumping Station Ruhl Lake		35,400	35,400
4340 Deep Well #1 & 2		55,200	55,200
4350 Water Towers		7,600	7,600
4370 2025 Chevy Silverado V6		20,000	20,000
4380 2024 Ford F-350 (Truck #10)	(26,000)	36,500	10,500
4400 Waterworks Distribution	(6,600,000)	7,490,300	890,300
4410 Waterworks Administration		309,200	309,200
4420 Water Meters		37,100	37,100
4430 Water Treatment Plant		1,335,700	1,335,700
4600 Waste Water Treatment - Revenue	(2,982,000)		(2,982,000)
4620 Waste Water Treatment Plant	(1,487,400)	3,419,100	1,931,700
4625 2019 Chev Silverado 1500		9,000	9,000
4630 Waste Water Treatment Administration		295,700	295,700
4640 Sanitary Sewers Maintenance		744,600	744,600
4650 Sanitary Sewer Pumphouse Maintenance		1,000	1,000
<b>Total Environmental Services</b>	<b>(13,801,200)</b>	<b>13,801,200</b>	

Sections 4 – 17 are the individual departmental budgets. Sections 18 – 20 is the capital summary, individual sheets and 5-year forecast.

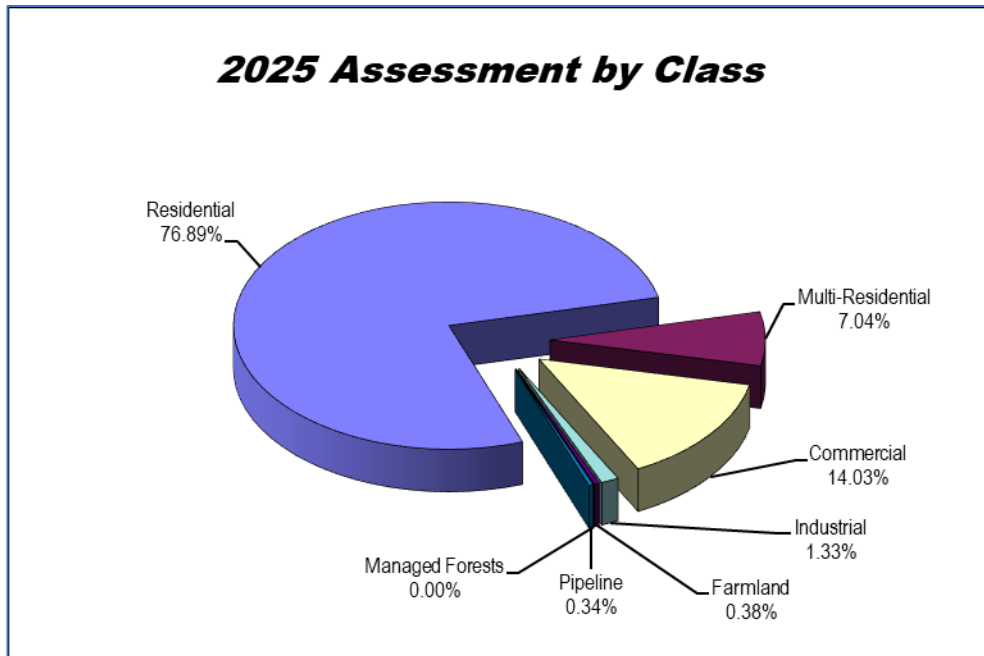
The following table provides Council with a review of the net cost for services (actual tax dollar money required for each function/department after all other revenues have been accounted for) based on the current 2025 budget being proposed vs the 2024 approved budget. Note that the overall increase in taxes is currently at 7.67% of which 5.04% of this increase is from outside Boards (Police, Library) and Organizations (SMA, SMART, SVCA). The remaining 2.63% is for the town departments. Of this 2.63% percentage increase (\$239,800), 4.24% of this or \$385,500, is accountable to three (3) initiatives implemented by Council directions; the remaining 50% for firehall loan, phase 1 of Police Services Building and Splashpad operations. The balance of (1.60%) is the total cost impact for the remaining town departments (operations and capital).

<b>COST FOR SERVICES</b>		2024	2025			
<b>Function</b>	<b>Department</b>	<b>Budgeted</b>	<b>Budgeted</b>	<b>Difference</b>	<b>% of Levy</b>	
<b>General Gov't</b>	-	<b>2,038,500.00</b>	<b>(2,038,500.00)</b>	<b>(2,146,600.00)</b>	<b>(108,100.00)</b>	<b>-21.90%</b>
	Council	381,000.00	385,400.00	4,400.00	3.93%	
	Administration	727,900.00	845,500.00	117,600.00	8.63%	
	OMPF / OLG	(3,355,000.00)	(3,554,500.00)	(199,500.00)	-36.27%	
	Civic Centre	232,300.00	196,200.00	(36,100.00)	2.00%	
	140 7th Ave	(24,700.00)	(19,200.00)	5,500.00	-0.20%	
<b>Protection</b>		<b>4,774,300.00</b>	<b>4,774,300.00</b>	<b>5,585,000.00</b>	<b>810,700.00</b>	<b>56.98%</b>
	Fire	996,800.00	1,285,100.00	288,300.00	13.11%	
	Building	82,600.00	70,900.00	(11,700.00)	0.72%	
	Animal Control	9,300.00	7,600.00	(1,700.00)	0.08%	
	Police Building	-	125,600.00	125,600.00	1.28%	
	* SVCA	148,400.00	179,200.00	30,800.00	1.83%	
	* Police	3,537,200.00	3,916,600.00	379,400.00	39.96%	
<b>Transportation</b>		<b>2,406,400.00</b>	<b>2,406,400.00</b>	<b>2,290,800.00</b>	<b>(115,600.00)</b>	<b>23.37%</b>
	Public Works	2,112,800.00	1,978,700.00	(134,100.00)	20.19%	
	Parking	101,800.00	104,300.00	2,500.00	1.06%	
	* SMA	54,000.00	57,300.00	3,300.00	0.58%	
	* SMART	137,800.00	150,500.00	12,700.00	1.54%	
<b>Health Services / Environmental</b>		<b>361,600.00</b>	<b>361,600.00</b>	<b>418,800.00</b>	<b>57,200.00</b>	<b>4.27%</b>
	Cemetery	43,500.00	60,300.00	16,800.00	0.62%	
=	Medical Clinic	(19,900.00)	134,500.00	154,400.00	1.37%	
	Garbage/Collection	338,000.00	224,000.00	(114,000.00)	2.29%	
<b>Recreation &amp; Culture</b>		<b>3,095,100.00</b>	<b>3,095,100.00</b>	<b>3,200,400.00</b>	<b>105,300.00</b>	<b>32.65%</b>
<b>Parks Recreation &amp; Culture</b>		<b>2,386,100.00</b>	<b>2,386,100.00</b>	<b>2,443,500.00</b>	<b>57,400.00</b>	<b>24.93%</b>
	<b>Parks</b>		<b>524,800.00</b>	<b>557,400.00</b>	<b>32,600.00</b>	<b>5.69%</b>
	Outdoor Facilities	341,200.00	294,400.00	(46,800.00)		
	Ball Parks	42,700.00	79,600.00	36,900.00		
	Athletic Fields	42,100.00	40,500.00	(1,600.00)		
	Flower Watering	5,100.00	5,500.00	400.00		
	Binkley Pavilion	3,800.00	2,900.00	(900.00)		
	Splashpad	-	30,900.00	30,900.00		
	Heritage Square	62,400.00	56,800.00	(5,600.00)		
	Commemorative Grove	22,700.00	23,400.00	700.00		
	Parks Equipment	4,800.00	23,400.00	18,600.00		
	<b>Aquatics</b>		<b>730,400.00</b>	<b>704,300.00</b>	<b>(26,100.00)</b>	<b>7.19%</b>
	Facility	434,200.00	452,300.00	18,100.00		
	Classroom	900.00	3,100.00	2,200.00		
	Lounge	2,400.00	1,100.00	(1,300.00)		
	Programs	292,900.00	247,800.00	(45,100.00)		
	<b>Administration</b>		<b>271,600.00</b>	<b>288,600.00</b>	<b>17,000.00</b>	<b>2.94%</b>
	General Administration	271,600.00	288,600.00	17,000.00		
	<b>Programs</b>		<b>52,600.00</b>	<b>50,200.00</b>	<b>(2,400.00)</b>	<b>0.51%</b>
	Daycamp	31,000.00	29,900.00	(1,100.00)		
	Special Events	10,900.00	10,800.00	(100.00)		
	General Programs	4,800.00	3,200.00	(1,600.00)		
	Senior Games	5,900.00	6,300.00	400.00		
	<b>P &amp; H Facility</b>		<b>806,700.00</b>	<b>843,000.00</b>	<b>36,300.00</b>	<b>8.60%</b>
	Administration	365,200.00	383,600.00	18,400.00		
	Lions Den Room	9,000.00	11,600.00	2,600.00		
	Arena Winter Operations	258,500.00	258,000.00	(500.00)		
	Ice Resurfacer	4,200.00	-	(4,200.00)		
	Arena Summer Operations	175,700.00	196,200.00	20,500.00		
	Concession Booth	(5,900.00)	(6,400.00)	(500.00)		
	<b>* Library</b>		<b>636,800.00</b>	<b>669,400.00</b>	<b>32,600.00</b>	<b>6.83%</b>
	Theatre / Community Hall	72,200.00	87,500.00	15,300.00	0.89%	
<b>Planning &amp; Development</b>		<b>503,500.00</b>	<b>503,500.00</b>	<b>452,600.00</b>	<b>(50,900.00)</b>	<b>4.62%</b>
	Planning	162,600.00	130,600.00	(32,000.00)	1.33%	
	EDC	347,000.00	327,300.00	(19,700.00)	3.34%	
	Industrial Park	(6,100.00)	(5,300.00)	800.00	-0.05%	
<b>TOTAL</b>		<b>9,102,400.00</b>	<b>9,102,400.00</b>	<b>9,801,000.00</b>	<b>698,600.00</b>	<b>100%</b>
					7.67%	7.67%
<b>*Board or Outside Service Budget</b>		<b>4,514,200.00</b>	<b>4,514,200.00</b>	<b>4,973,000.00</b>	<b>458,800.00</b>	<b>50.74%</b>
		49.59%	49.59%	50.74%	65.67%	5.04%
<b>TOWN COUNCIL DIRECTLY</b>		<b>4,588,200.00</b>	<b>4,588,200.00</b>	<b>4,828,000.00</b>	<b>239,800.00</b>	<b>49.26%</b>
		50.41%	50.41%	49.26%	34.33%	2.63%

## SECTION 2 -- TAX ASSESSMENT / TAX RATE

### Assessment for 2025 Taxation

The 2025 assessment remains unchanged from the 2024 assessment unless additional assessment was incurred on a current property as the result of renovations or additions. The average single detached dwelling in Hanover was assessed at \$219,944 in 2024 and this will remain unchanged for 2025.



## ASSESSMENT COMPARISON

TAX CLASS	2025 ASSESSMENT	% of Total	2024 TOTAL ASSESSMENT	% of Total	2025 vs 2024 VARIANCE	% VARIANCE 2025 vs 2024
Residential	633,552,383	76.89%	628,777,892	76.81%	4,774,491	0.76%
MultiResidential	57,997,100	7.04%	58,004,100	7.09%	-7,000	-0.01%
Commercial	115,619,143	14.03%	115,570,334	14.12%	48,809	0.04%
Industrial	10,934,274	1.33%	10,312,774	1.26%	621,500	6.03%
Farmland	3,105,800	0.38%	3,132,600	0.38%	-26,800	-0.86%
Managed Forests	0	0.00%	0	0.00%	0	0.00%
Pipeline	2,798,000	0.34%	2,795,000	0.34%	3,000	0.11%
<b>TOTALS</b>	<b>824,006,700</b>	<b>100%</b>	<b>818,592,700</b>	<b>100%</b>	<b>5,414,000</b>	<b>0.66%</b>

REALTY TAX CLASS	2025 ASSESSMENT	2024 ASSESSMENT	2023 ASSESSMENT	2022 ASSESSMENT
Residential	633,552,383	628,777,892	613,648,258	607,382,181
Multi-Residential	57,997,100	58,004,100	57,514,100	52,774,500
Commercial	111,912,718	111,979,909	111,197,843	111,975,644
Commercial Vacant Land	489,025	489,025	606,225	606,225
Commercial Excess Land	3,217,400	3,101,400	3,138,400	1,750,400
Industrial	10,521,074	9,918,074	9,918,074	9,899,950
Industrial Vacant Land	26,700	26,700	26,700	26,700
Industrial Excess Land	368,000	368,000	368,000	336,000
Pipeline	2,798,000	2,795,000	2,759,000	2,724,000
Farmland	3,105,800	3,132,600	3,133,300	3,133,300
Managed Forests	-	-	-	-
<b>TOTAL</b>	<b>824,006,700</b>	<b>818,592,700</b>	<b>802,309,900</b>	<b>790,608,900</b>
<b>Increase over Previous Year</b>	<b>5,414,000</b>	<b>16,282,800</b>	<b>11,701,000</b>	
<b>% Increase</b>	<b>0.66%</b>	<b>2.03%</b>	<b>1.48%</b>	

The Town of Hanover assessment growth in 2024 is \$5,414,000, or 0.66%, which results in additional revenue of \$1,057 annually based on 2024 tax rates. If the tax ratio for multi-residential were to remain as per the 2024 rates, the increase would have been \$62,368. This ratio change for multi-residential impacts the increased taxes available by \$61,311 from the new assessment growth.



2024 Assessment	-	2025 Assessment	=	Assessment Growth	Growth % Increase	Tax Growth
818,592,700	-	824,006,700	=	5,414,000	0.66%	\$1,057

**This would provide an increase to the levy of \$1,057 or 0.0001% levy increase, without affecting the existing tax rates. The new Town levy would be \$9,103,457 vs \$9,102,400 without impacting existing ratepayers.**

The more taxable assessment a municipality has, the lower the tax rate required for the same levy. The Town of Hanover assessment growth is for the town only, the county assessment growth is for the entire County of Grey municipalities, and the provincial tax rates required for school purposes is assessment growth from the entire Province of Ontario.

**Tax Ratios for 2025**

Tax ratios are determined by the County of Grey. The tax ratios for 2025 are unchanged from 2024 with the exception of the Multi-Residential that continues to decrease until it reaches 1.000000 (the same as the new multi-residential and residential rates).

Residential 1.000000, Multi-Residential 1.110300 (2024 was 1.22066), Commercial 1.296900, Industrial 1.831000, Pipeline 0.906848, Farm 0.218000 and Managed Forest 0.250000.

**Town Tax Rate Impact**

Based on the current tax levy requirement of \$9,801,000, an increase of \$698,600 over the 2024 levy (\$1,057 growth in taxation from new assessment, \$697,543 – 2025 budget requirements), the proposed 2025 town residential tax rate is 0.01156773 compared to the 2024 town tax rate of 0.01045660 which is an increase of 10.62%.

Based on average household assessment of \$219,944 in 2025:

Year	Assessment		Tax Rate		Taxes	
2024	219,944	X	.01045660	=	\$2,299.86	
2025	219,944	X	.01125783	=	\$2,476.08	
Difference	0 increase	0.00% Incr.	.00080123 Increase	7.67% Increase	\$176.22 increase	7.66% increase

*\$14.69/month or 0.48/day.*

Based on \$100,000 assessment in 2025:

Year	Assessment		Tax Rate		Taxes	
2024	100,000	X	.01045660	=	\$1,045.66	
2025	100,000	X	.01125783	=	\$1,156.77	
Difference	0 increase	0.00% Incr.	.00080123 Increase	7.67% Increase	\$80.12 increase	7.66% increase

*\$6.686/month or 0.22/day for every \$100,000 of assessment.*

This current budget provided maintains the existing service levels and implements the Strategic Plan initiatives as per the recent Strategic Plan and all previous Council directives such as fire hall loan repayment increase (50% in 2025), Phase 1 of Police Building and Splashpad Operations.

**Blended Tax Rate**

The blended tax rate cannot be confirmed until the tax rates for the county and education portions are received.

## **SECTION 3 -- RESERVES / DEBT / FINANCIAL POSITION**

Reserves/Reserve Funds are established by Council to assist with long-term financial stability and financial planning. The annual budget shows transfers into reserves for the purpose of accumulating funds for future or contingent liabilities and out of reserves when required to fund a project. Reserves also provide a cushion to absorb unexpected shifts in revenues and expenditures. Credit rating agencies consider municipalities with higher reserves more advanced in their financial planning.

Debt is an important indicator of the Town's financial health and is an appropriate way of financing capital items with a longer expected useful life. However, when debt levels get too high, it compromises the Town's flexibility to fund programs and services as more revenue is required to cover debt obligations.

Financial Position of the Town is important to consider as this takes into consideration the Town's total assets and liabilities.

### **Reserves and Reserve Funds**

Sufficient reserves and reserve funds are a crucial component of a municipality's long-term financial planning. The purposes for maintaining reserves are:

- providing stabilization in the face of variable and uncontrollable factors (growth, interest rates, changes in subsidies) and to ensure adequate and sustainable cash flows;
- providing financing for one-time or short-term requirements without permanently impacting the tax rates, thereby reducing reliance on long-term debt;
- making provisions for replacement of capital assets to sustain infrastructure;
- providing flexibility to manage debt levels and protect the Town's financial position; and
- providing for future liabilities incurred in the current year but paid for in the future.

The Town of Hanover maintains numerous Discretionary and Obligatory Reserves/Reserve Funds and follows the practices and processes as prescribed within the town's policy FIN 015 – Reserve and Reserve Fund Management Policy

Discretionary Reserve Funds are established, based on Council direction, to finance future expenditures. Funds in discretionary reserves can be used for any purpose with Council approval.

Obligatory Reserve Funds are created whenever a statute requires revenue received for special purposes to be kept apart from the general revenues of the municipality. Obligatory reserve funds can only be used for their prescribed purpose. Examples include Canada Community-Building Funds and future Development Charges Reserve Funds.

## **Discretionary Reserves / Reserve Funds**

Reserve funds play an important role in the Town's finances and provide a strong indicator of the Town's overall financial health. Fund values fluctuate each year as funds are accumulated and then utilized for projects.

Discretionary Reserve Funds currently set up are:

1. TCA Reserve Fund – use for existing tangible capital assets
2. Investing in Hanover Fund – used for new development/projects and Community Improvement Projects. Will be replaced in the future with Development Charges Obligatory Reserve Fund
3. Water Reserve Fund – User fees allocated each year to provide funding for expenditures related to the replacement or rehabilitation of existing water capital infrastructure
4. Wastewater Reserve Fund - – User fees allocated each year to provide funding for expenditures related to the replacement or rehabilitation of existing wastewater capital infrastructure
5. Parking – Cash in Lieu – Developer payments of parking dedication to fund the acquisition of land for parking or any other public parking purpose.

## **Obligatory Reserve Funds**

An obligatory reserve fund is created when a provincial statute requires that revenue for special purposes be segregated from the general revenues of the municipality.

Obligatory reserve funds are to be used solely for the purpose prescribed for them by statute. The following summarizes the Obligatory Reserve Funds:

1. **Canada Community-Building Fund** (CCBF – formerly AMO Gas Tax Funds) – Funds received from the Federal Government are used to support capital asset replacement. The town is to receive approximately \$260,900 each year in 2025 and 2026, \$271,300 each year for 2027 and 2028. These funds are used towards capital each year. The current balance in this reserve fund will be approximately \$125,200 at the end of 2024. The Town has used Canada Community-Building Funds primarily for transportation capital and recently for the Firehall.
2. **Provincial Gas Tax** (Host Municipality for SMART) -- all funds received are used strictly for the Saugeen Mobility and Regional Transit for operations and capital. The Town of Hanover is the host municipality for these funds.
3. **FUTURE Development Charges** – These funds are restricted by the Development Charges Act that dictates these funds are to be used for the recovery of growth-related capital expenditures. Development charges fund large capital projects, and it may take many years to plan and accumulate the funds necessary to undertake the construction. Consultant Watson and Associates has been contracted in 2024 to undertake a development charges bylaw in compliance with Provincial legislation for the town and should be ready in mid-2025.

The 2025 budget includes financing of \$7,007,450 from various reserves/reserve funds for operations and capital expenditures. The decreases in the reserves and reserve funds are offset by the continued transfers to these for water/sewer purposes, Investing

in Hanover and infrastructure levies as per annual budget. In 2025, the net change to reserves is an estimated decrease of \$2,153,450. In the reserve funds, 2025 will see a decrease of \$2,260,100. An overall decrease in these reserves/reserve funds of \$4,413,550. The following tables provide the details of the respective reserves and reserve funds to be used within the municipality.

## TOWN OF HANOVER RESERVES AND RESERVE FUNDS

### RESERVES

ACCOUNT #	DESCRIPTION	subject to audit		*ADDITIONS*		*FINANCING*		ESTIMATED
		BALANCE	BUDGET		CAP FUND		BALANCE	
		2024-12-31	BUDGET	RESOLUTION	REV FUND	2025-12-31		
01-0140-1296	Council Directives/Insurance/WSIB	111,925.46	\$ 26,000.00	\$ -	\$ 7,500.00	\$ -	130,425.46	
01-0140-0262	Working Funds	457,433.62	\$ -	\$ -	\$ -	\$ -	457,433.62	
01-0140-1287	WSIB Future Claims	114,191.53	-	-	-	-	114,191.53	
01-0144-0281	Cemetery Prepaid Burials	4,265.00	\$ -	\$ -	\$ -	\$ -	4,265.00	
01-0144-0282	Cemetery-Columbarium	47,901.58	\$ 7,200.00	\$ -	\$ -	\$ -	55,101.58	
01-0145-0409	Parks - Cash in Lieu of Parkland	17,751.64	\$ -	\$ -	\$ -	\$ -	17,751.64	
01-0140-1299	Town General Reserves	\$ 1,851,753.47	\$ 402,100.00	\$ 5,000.00	\$ -	\$ 116,200.00	\$ 1,189,500.00	953,153.47
	<b>Town Reserves</b>	<b>\$ 2,605,222.30</b>	<b>\$ 435,300.00</b>	<b>\$ 5,000.00</b>	<b>\$ 123,700.00</b>	<b>\$ 1,189,500.00</b>	<b>\$ 1,732,322.30</b>	
01-0143-0279	Waterworks Capital Projects	1,127,906.26	68,200.00	-	-	-	-	1,196,106.26
01-0143-0280	Wastewater Capital Projects	1,090,944.97	5,000.00	-	-	-	459,800.00	636,144.97
	<b>Water/Wastewater Reserves</b>	<b>\$ 2,218,851.23</b>	<b>\$ 73,200.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 459,800.00</b>	<b>\$ 1,832,251.23</b>	
<b>TOTAL TOWN RESERVES</b>		<b>\$ 4,824,073.53</b>	<b>\$ 508,500.00</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ 123,700.00</b>	<b>\$ 1,649,300.00</b>	<b>\$ 3,564,573.53</b>
<b>LIBRARY BOARD</b>								
11-0135-0267	Library - Comm. Access Program (CAP)	3,156.51						3,156.51
11-0135-0268	Library Future Development	237,348.35						237,348.35
11-0135-0270	Library - Bequests	59,948.65						59,948.65
11-0135-0291	Library/Civic Centre Building Capital	978.30						978.30
	<b>Library Reserves</b>	<b>\$ 301,431.81</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 301,431.81</b>
<b>POLICE BOARD</b>								
51-0141-0254	Police - Post Employment Reserve	-						-
51-0141-0255	Police General Reserves	452,264.51	-					452,264.51
51-0141-0256	Police Future Facilities Capital Reserve	263,954.75						263,954.75
51-0141-0257	Police Insurance Reserve	10,000.00	5,000.00					15,000.00
51-0141-0258	Police Legal Reserve	17,568.65						17,568.65
	<b>Police Reserves</b>	<b>\$ 743,787.91</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 748,787.91</b>
<b>D.I.A.</b>								
21-0150-0272	DIA - Parking Lot Development	144,100.65						144,100.65
	<b>DIA Reserves</b>	<b>\$ 144,100.65</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 144,100.65</b>
<b>LANDFILL</b>								
31-0143-1150	Landfill Reserves	1,841,606.75				\$ 1,797,900.00		43,706.75
	<i>Sub-Landfill Hanover Share 50%</i>	<b>920,803.38</b>	-	-		<i>898,950.00</i>		<b>21,853.38</b>
<b>TOTAL "RESERVES"</b>		<b>\$ 6,934,197.28</b>	<b>\$ 513,500.00</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ 123,700.00</b>	<b>\$ 2,548,250.00</b>	<b>\$ 4,780,747.28</b>

## RESERVE FUNDS

ACCOUNT #	DESCRIPTION	subject to audit	*ADDITIONS*			*FINANCING*		ESTIMATED
		BALANCE	BUDGET	RESOLUTION	REV FUND	CAP FUND	BALANCE	
		2024-12-31					2025-12-31	
03-0179-0401	TCA Reserve Fund (New for 2016)	463,746.77	264,700.00				331,500.00	396,946.77
03-0179-0403	Investing in Hanover Fund	1,037,779.96	45,500.00	30,000.00		20,000.00		1,093,279.96
03-0180-0404	Waterworks Major Capital Component	4,429,986.04	491,800.00		7,600.00		2,934,000.00	1,995,386.04
03-0180-0405	Wastewater Major Capital Component	2,140,491.45	241,400.00		13,500.00			2,395,391.45
03-0183-0413	Parking - Cash in Lieu	69,665.85						69,665.85
	<b>Town Discretionary Reserve Funds</b>	<b>\$ 8,141,670.07</b>	<b>\$ 1,043,400.00</b>	<b>\$ 30,000.00</b>	<b>\$ 21,100.00</b>	<b>\$ 20,000.00</b>	<b>\$ 3,265,500.00</b>	<b>\$ 5,950,670.07</b>
03-0184-0450	Westario Shares	2,756,742.00						2,756,742.00
41-0190-0421	Provincial Gas Tax-Disability Transi	904,055.03	\$ 720,000.00			\$ 580,000.00	\$ 140,000.00	904,055.03
	Canada Community Bldg Fund							
03-0181-0420	{CCBF} (formerly Federal Gas Tax- AMO- (ESMI-Capital))	125,241.72	\$ 260,900.00				\$ 330,000.00	56,141.72
	<b>Town Obligatory Reserve Funds</b>	<b>1,029,296.75</b>	<b>980,900.00</b>	<b>-</b>		<b>580,000.00</b>	<b>470,000.00</b>	<b>960,196.75</b>
	<b>TOTAL "RESERVE FUNDS"</b>	<b>\$ 11,927,708.82</b>	<b>\$ 2,024,300.00</b>	<b>\$ 30,000.00</b>	<b>\$ 21,100.00</b>	<b>\$ 600,000.00</b>	<b>\$ 3,735,500.00</b>	<b>\$ 9,667,608.82</b>
	<b>GRAND TOTAL</b>	<b>\$ 18,861,906.09</b>	<b>\$ 2,537,800.00</b>	<b>\$ 35,000.00</b>	<b>\$ 21,100.00</b>	<b>\$ 723,700.00</b>	<b>\$ 6,283,750.00</b>	<b>\$ 14,448,356.09</b>

**2025 PROPOSED BUDGET  
TRANSFER TO RESERVES/RESERVE FUNDS**

**RESERVES**

<u>DEPARTMENT</u>	<u>AMOUNT</u>	<u>REASON</u>
1. Municipal Administration Development	6,000	Council Directives - \$6,000 future elections; Working funds current balance @ \$457,433; should be a minimum 75% of previous year's Taxes Receivable
Misc. Capital Civic Centre	104,100 20,000	Infrastructure Levy - \$45,500 (0.5% of previous year's levy) to General Reserves; \$24,400 - 140 7th Ave Internal Loan Repymt; \$34,200 Internal Loan Repymt from LPd. Building Capital
	<b>130,100</b>	
2. Protection to Persons/Property		
Hanover Police Service	5,000	Insurance Deductible Reserve
Hanover Police Service	-	Capital/Legal/Other
Fire	15,000	Future Fire Equipment
	<b>20,000</b>	
3. Health Services		
a) Cemetery	12,200	Future Capital - Columbarium & Equipment
b) Medical Clinic	50,000	Future TCA's
	<b>62,200</b>	
4. Transportation /		
	75,000	Roads - Capital Projects-\$75,000;
	40,000	Roads Loader Replacement funds from Landfill Usage
	3,000	SMA - Future Capital Projects
	50,000	Future Landfill - Town Portion Only
	5,000	Insurance Deductible Reserve
	<b>173,000</b>	
5. Recreation/Culture		
a) Parks	10,000	Park Projects Capital
	5,000	Insurance Deductible Reserve
b) Arena Facility	5,000	Olympia Sponsorship \$5,000/year (2023-2027)
c) Aquatics	20,000	Yearly Equipment Reserve - Aquatics
d) Theatre	-	
	<b>40,000</b>	
6. Building / Planning	10,000	New Official Plan/Zoning ByLaw
	<b>10,000</b>	
7. Library	-	Future Capital
8. D.I.A.	-	Future Capital
<b>TAX LEVY TOTAL (1)</b>	<b>435,300</b>	
10. Waterworks	5,000	Municipal Administration - Computer Equipment
	63,200	to replenish Water Reserve (Fire Pumper Truck-\$27,200 Theatre Loan-\$36,000; Trail Bridges-\$39,200)
	5,000	Insurance deductible
	<b>73,200</b>	
11. Sewage	5,000	Municipal Administration - Computer Equipment
	5,000	Insurance deductible
	<b>10,000</b>	
12. LANDFILL	-	Future Capital
<b>USER CHARGES TOTAL (2)</b>	<b>83,200</b>	
<b>TO RESERVES (1) + (2)</b>	<b>518,500</b>	

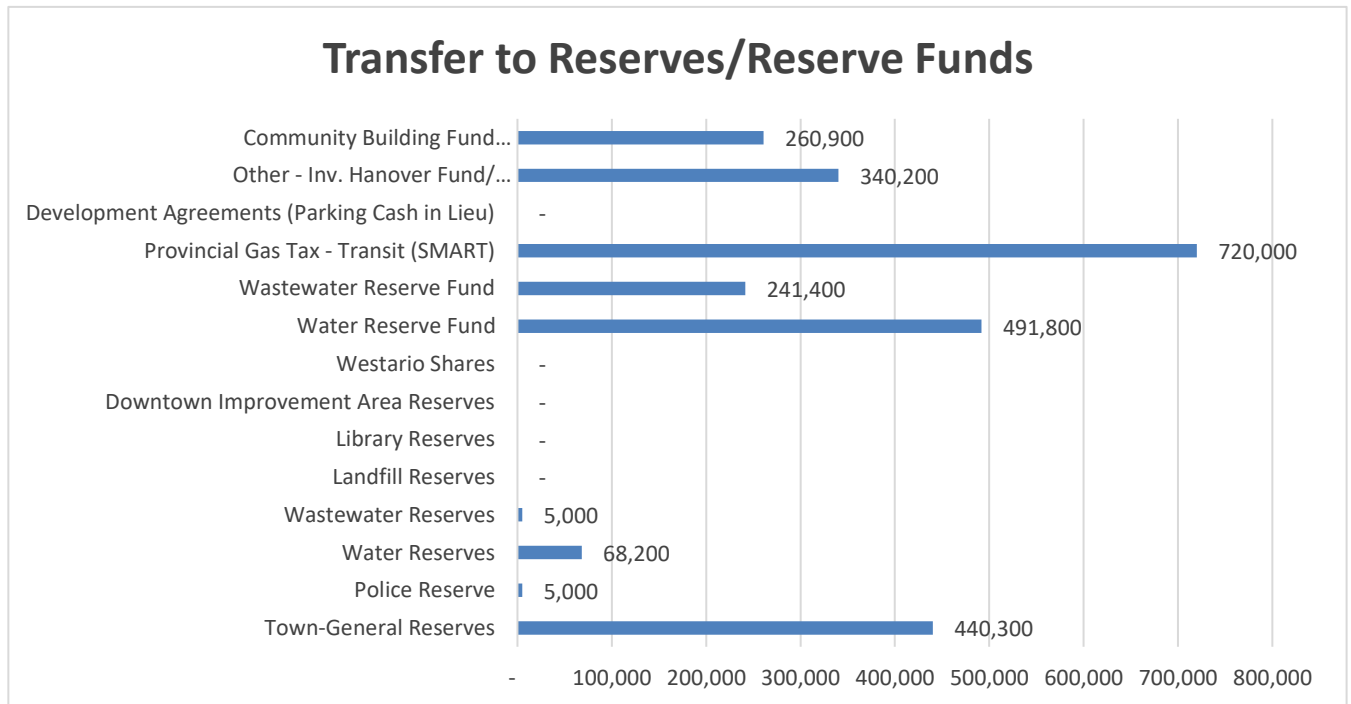
**RESERVE FUNDS**

1. Landfill	-	Capital Projects
2. TCA Reserve Fund	264,700	Future Infrastructure (AMP) Costs 1.5% previous year's levy - \$136,500; OLG Portion toward TCA Fund - \$128,200
3. Investing in Hanover Fund	75,500	Council Directives - 0.5% previous year's levy \$45,500; Bldg Permits -- Based on \$1,500 from every new residential unit assuming 20 units) -\$30,000
Community Building Fund		Community Building Fund (formerly Federal Gas Tax for Infrastructure) -- as per agreement with AMO
4. (formerly AMO Gas Tax)	260,900	Capital Projects-requirement of Full Cost Service Study and Landfill Loan Repayment
5. Waterworks	491,800	\$34,600
6. Sewage	241,400	Capital Projects-requirement of Full Cost Service Study
7. Provincial Gas Tax	720,000	Saugeen Mobility and Regional Transit (S.M.A.R.T.) -- based on 2023/24 agreement - 2024/25 agrmt unknown at this time.
<b>TOTAL TO RESERVE FUNDS</b>	<b>2,054,300</b>	
<b>Total Reserves/ Reserve Funds</b>	<b>2,572,800</b>	includes SMART gas tax funds
<b>Town Only</b>	<b>1,852,800</b>	without SMART gas tax funds



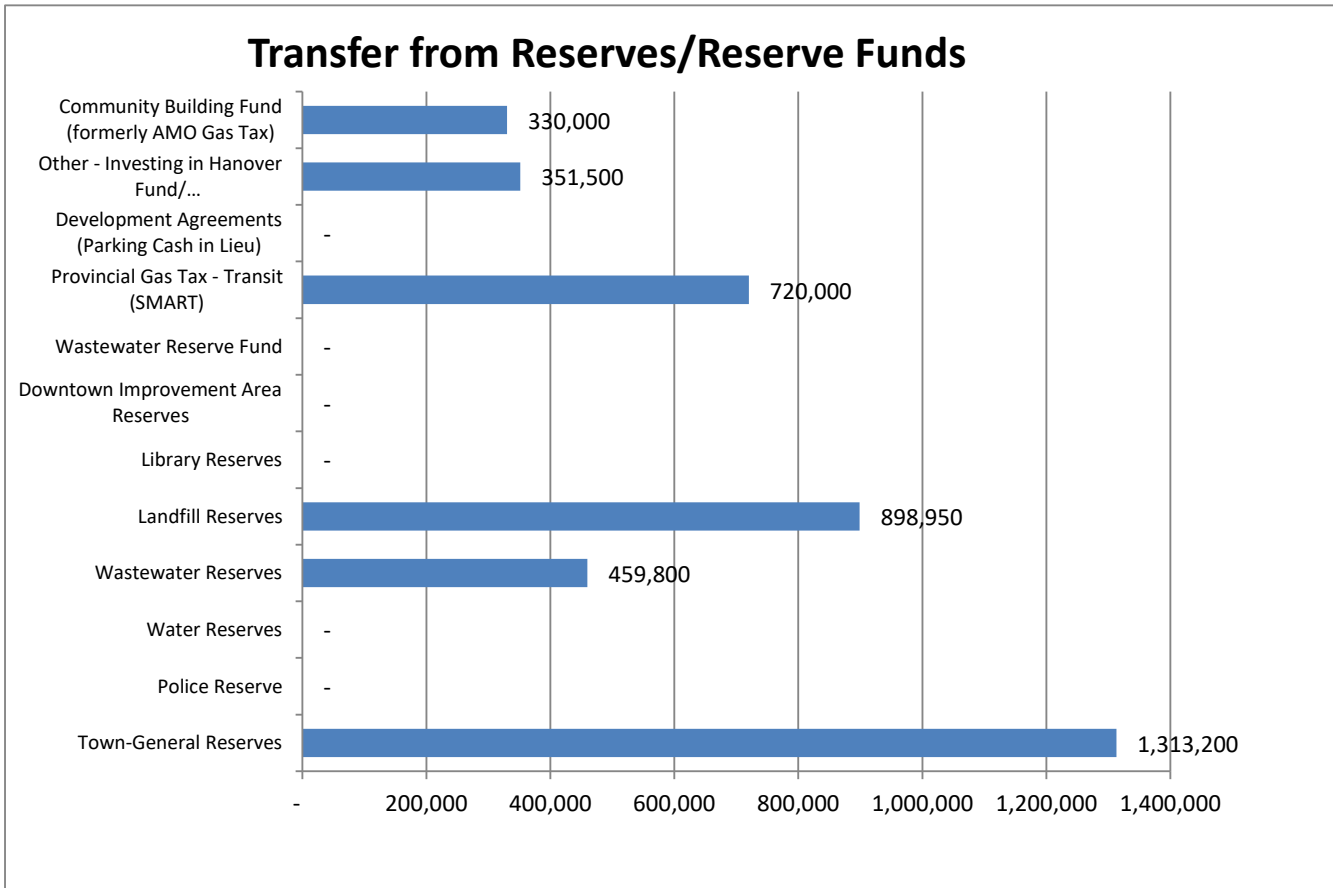
## 2025 Budget Transfer to Reserves/ Reserve Funds

	Reserve/Reserve Fund Name	Amount	Percentage
<b>Reserves</b>			
1.	Town-General Reserves	440,300	17.1%
2.	Police Reserve	5,000	0.2%
3.	Water Reserves	68,200	2.7%
4.	Wastewater Reserves	5,000	0.2%
5.	Landfill Reserves	-	0.0%
6.	Library Reserves	-	0.0%
7.	Downtown Improvement Area Reserves	-	0.0%
	<b>Total Reserves</b>	<b>\$ 518,500</b>	
<b>Reserve Funds</b>			
8.	Westario Shares	-	0.0%
9.	Water Reserve Fund	491,800	19.1%
10.	Wastewater Reserve Fund	241,400	9.4%
11.	Provincial Gas Tax - Transit (SMART)	720,000	28.0%
12.	Development Agreements (Parking Cash	-	0.0%
13.	Other - Inv. Hanover Fund/ TCA Reserve Fund	340,200	13.2%
14.	Community Building Fund (formerly AMO Gas Tax)	260,900	10.1%
	<b>Total Reserve Funds</b>	<b>2,054,300</b>	
	<b>Total Transfers</b>	<b>\$ 2,572,800</b>	<b>100.0%</b>



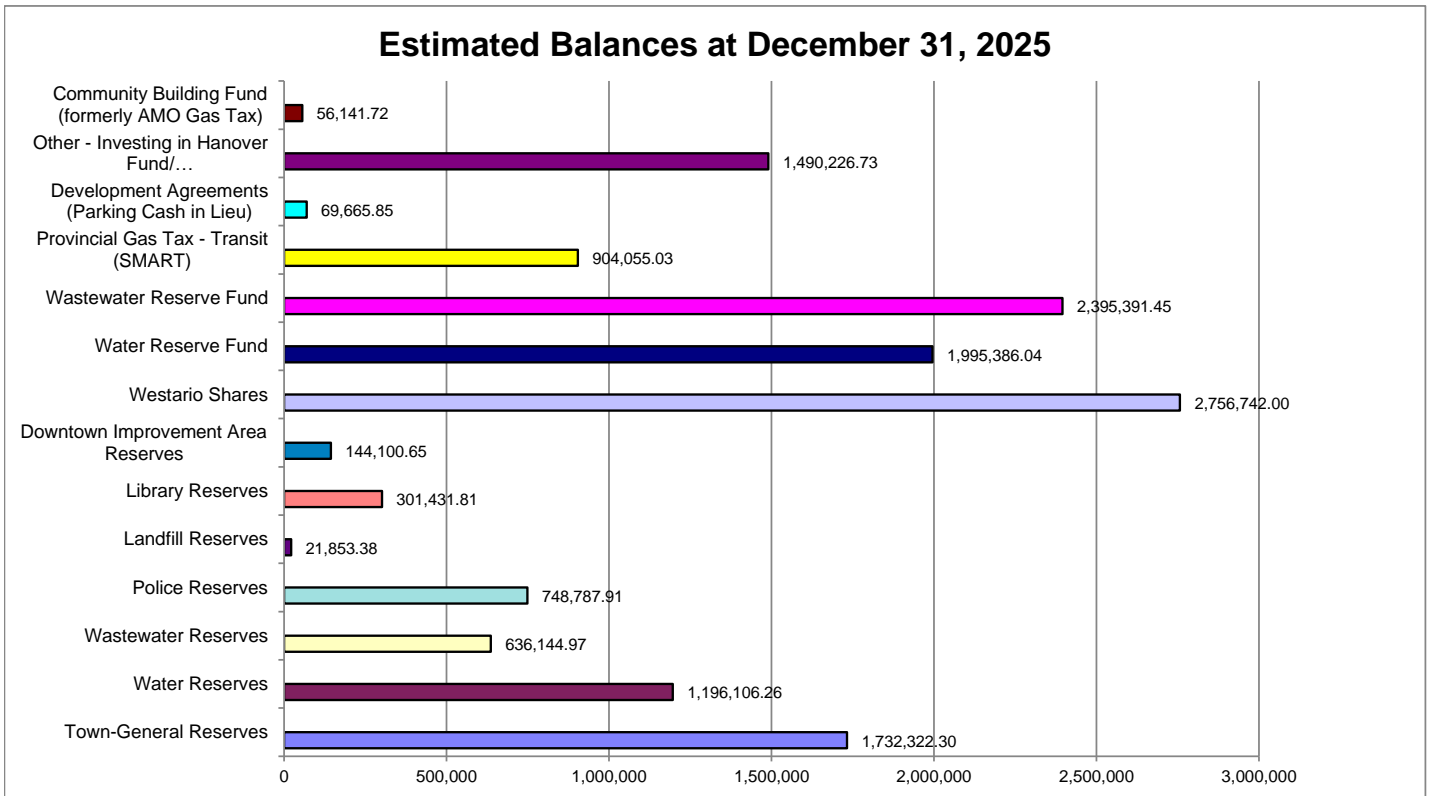
## 2025 Budget Transfer from Reserves/ Reserve Funds

	Reserve/Reserve Fund Name	Amount	Percentage
<b>Reserves</b>			
1.	Town-General Reserves	1,313,200	18.7%
2.	Police Reserve	-	0.0%
3.	Water Reserves	-	0.0%
4.	Wastewater Reserves	459,800	6.6%
5.	Landfill Reserves	898,950	12.8%
6.	Library Reserves	-	0.0%
7.	Downtown Improvement Area Reserves	-	0.0%
	<b>Total Reserves</b>	<b>\$ 2,671,950</b>	
<b>Reserve Funds</b>			
8.	Westario Shares	-	0.0%
9.	Water Reserve Fund	2,934,000	41.9%
10.	Wastewater Reserve Fund	-	0.0%
11.	Provincial Gas Tax - Transit (SMART)	720,000	10.3%
12.	Development Agreements (Parking Cash in Lieu)	-	0.0%
13.	Other - Investing in Hanover Fund/ TCA Reserve Fund	351,500	5.0%
14.	Community Building Fund (formerly AMO Gas Tax)	330,000	4.7%
	<b>Total Reserve Funds</b>	<b>4,335,500</b>	
	<b>Total Transfers</b>	<b>\$ 7,007,450</b>	<b>99.9%</b>



**RESERVES/RESERVE FUNDS**  
**2025 BUDGET ESTIMATED BALANCES AT DECEMBER 31, 2025**

DESCRIPTION	ESTIMATED 31-Dec-25	Percentage
<b>RESERVES</b>		
Town-General Reserves	1,732,322.30	12.0%
Water Reserves	1,196,106.26	8.3%
Wastewater Reserves	636,144.97	4.4%
Police Reserves	748,787.91	5.2%
Landfill Reserves	21,853.38	0.2%
Library Reserves	301,431.81	2.1%
Downtown Improvement Area Reserves	144,100.65	1.0%
<b>Total Reserves</b>	<b>4,780,747.28</b>	
<b>RESERVE FUNDS</b>		
Westario Shares	2,756,742.00	19.1%
Water Reserve Fund	1,995,386.04	13.8%
Wastewater Reserve Fund	2,395,391.45	16.6%
Provincial Gas Tax - Transit (SMART)	904,055.03	6.3%
Development Agreements (Parking Cash in Li	69,665.85	0.5%
Other - Investing in Hanover Fund/ TCA Reserve Fund	1,490,226.73	10.3%
Community Building Fund (formerly AMO Gas Tax)	56,141.72	0.4%
<b>Total Reserve Funds</b>	<b>9,667,608.82</b>	
<b>TOTAL RESERVES AND RESERVE FUNDS</b>	<b>14,448,356.09</b>	100.2%



## **DEBT MANAGEMENT INDICATORS**

Municipalities have limited options with respect to raising funds to support municipal programs and services. The Town of Hanover, similar to all municipalities across Ontario, is facing increasing infrastructure backlogs, funding gaps, and increasing financial pressures in infrastructure management. Borrowing money is an efficient use of available financial resources; however, taking on debt commits municipalities to enter long-term commitments that require principal and interest payments over the life of the loan.

The province, through the Ministry of Municipal Affairs and Housing, established debenture limits for all municipalities. No more than 25% of total own source revenues can be used to service debt on an annual basis. If the Town were to reach this limit, future operating budgets would be severely constrained. Taxes and other revenues may have to increase significantly.

Based on the Town's Debt Management Policy FIN-013, the maximum annual debt repayment, including any internal borrowing, will not exceed 10% of the Town's own source revenues. This maintains up to 15% in flexibility, if required, to respond to emergencies, peak period of asset management pressures, and/or to meet senior government funding opportunities.

As of December 31, 2024, the Town will have tax supported debt outstanding of approximately \$5,698,125 (\$112,325 for the P & H Centre Loan – completion of loan will be August 2025; \$5,585,800 Temporary Infrastructure Loan until FCM loan/grant received in early 2025) and internal debt borrowed from reserves/reserve funds for various capital projects of \$2,405,611 (\$254,400 of which is temporary borrowing in 2024 until Fire Rescue Pumper finalized in early 2027). The tax supported annual debt payment in 2025 for external debt is expected to be \$533,200 and internally issued debt is \$227,900 for a total of \$761,100. The maximum annual debt repayment based on 25% of the 2022 Financial Information Return own source revenue was \$4.273 million. The Town is well within the annual debt repayment limit.

The following is a summary of the internal and external borrowing: reserves/reserves funds:

## INTERNAL & EXTERNAL BORROWING SUMMARY

INTERNAL Borrowing Outstanding							as of December 31, 2024	
Year of Borrowing	Description	Borrowing Amount	2024 Principal o/s Balance	2025 Principal o/s Balance	Completion Year	Annual Principal & Interest Payment Amount for 2025		
2013	Landfill Expansion	926,562.96	508,472.28	471,361.07	2033	44,729.62		
2019	Fire Pumper Truck	407,000.00	271,333.33	244,200.00	2029	33,916.67		
2022	Theatre Renovations	360,000.00	284,000.00	248,000.00	2033	47,076.00		
2022	Launchpad Deficit	95,107.46	63,404.97	31,702.49	2026	34,175.28		
2024	Trail Bridges	1,024,000.00	1,024,000.00	987,544.29	2033	49,927.27		
		<b>2,812,670.42</b>	<b>2,151,210.58</b>	<b>1,982,807.85</b>		209,824.84		
			<i>Principal Paid</i>	<b>168,402.73</b>				
Temporary Internal Borrowing								
2024	Fire Rescue Pumper	254,400.00	254,400.00	452,400.00	2027	18,096.00		<i>Interest Only</i>
		<b>254,400.00</b>	<b>254,400.00</b>	<b>452,400.00</b>		18,096.00		
			<i>Principal Paid</i>	- 198,000.00				
TOTAL INTERNAL BORROWING		3,067,070.42	2,405,610.58	2,435,207.85		227,920.84		
			<i>Principal Paid</i>	- 29,597.27				
EXTERNAL Borrowing Outstanding							as of December 31, 2024	
Year of Borrowing	Description	Borrowing Amount	2024 Principal o/s Balance	2025 Principal o/s Balance	Completion Year	Annual Principal & Interest Payment Amount for 2025		
2015	P & H Centre	1,500,000.00	112,325.66	-	2025	113,387.92		
2024	FireHall - FCM Green Funding	5,585,800.00	5,585,800.00	5,402,842.93	2044	419,795.00		
		<b>7,085,800.00</b>	<b>5,698,125.66</b>	<b>5,402,842.93</b>		533,182.92		
TOTAL EXTERNAL BORROWING		7,085,800.00	5,698,125.66	5,402,842.93		533,182.92		
			<i>Principal Paid</i>	295,282.73				
Grand Total		10,152,870.42	8,103,736.24	7,838,050.78	-	761,103.76		
			<i>Principal Paid</i>	265,685.46				

### **Annual Repayment Limit (ARL)**

The Annual Repayment Limit (ARL) documentation received from the Ministry of Municipal Affairs and Housing provides the background for the determination of the annual debt repayment limit for the municipality. The following is the ARL documentation received.

## 2024 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

<b>MMAH CODE:</b>	47402	
<b>MUNID:</b>	42029	
<b>MUNICIPALITY:</b>	Hanover T	
<b>UPPER TIER:</b>	Grey Co	
<b>REPAYMENT LIMIT:</b>		<b>\$ 4,273,282</b>

### FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate			
	(a)	20 years @ 5% p.a.	\$ 53,254,539
	(a)	15 years @ 5% p.a.	\$ 44,355,206
	(a)	10 years @ 5% p.a.	\$ 32,997,151
	(a)	05 years @ 5% p.a.	\$ 18,501,075
7% Interest Rate			
	(a)	20 years @ 7% p.a.	\$ 45,271,210
	(a)	15 years @ 7% p.a.	\$ 38,920,685
	(a)	10 years @ 7% p.a.	\$ 30,013,745
	(a)	05 years @ 7% p.a.	\$ 17,521,300

# DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Hanover T

MMAH CODE:

47402

		1
		\$
<b>Debt Charges for the Current Year</b>		
0210	Principal (SLC 74 3099 01)	156,681
0220	Interest (SLC 74 3099 02)	13,176
0299	<b>Subtotal</b>	<b>169,857</b>
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)	0
9910	<b>Total Debt Charges</b>	<b>169,857</b>

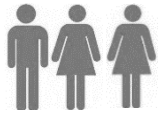
		1
		\$
<b>Amounts Recovered from Unconsolidated Entities</b>		
1010	Electricity - Principal (SLC 74 3030 01)	0
1020	Electricity - Interest (SLC 74 3030 02)	0
1030	Gas - Principal (SLC 74 3040 01)	0
1040	Gas - Interest (SLC 74 3040 02)	0
1050	Telephone - Principal (SLC 74 3050 01)	0
1060	Telephone - Interest (SLC 74 3050 02)	0
1099	<b>Subtotal</b>	<b>0</b>
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)	0
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)	0
1420	<b>Total Debt Charges to be Excluded</b>	<b>0</b>
9920	<b>Net Debt Charges</b>	<b>169,857</b>

		1
		\$
1610	Total Revenue (SLC 10 9910 01)	23,287,496
<b>Excluded Revenue Amounts</b>		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	0
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC10 0815 01)	3,663,776
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)	1,085,660
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)	0
2230	Revenue from other municipalities including revenue for Tangible Capital Assets ( SLC 10 1098 01 + SLC 10 1099 01)	175,647
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01)	0
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01)	0
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)	0
2256	Deferred revenue earned (Community Benefits) (SLC 10 1815 01)	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)	589,857
2253	Other Deferred revenue earned (SLC 10 1814 01)	0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)	0
2299	<b>Subtotal</b>	<b>5,514,940</b>
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	0
2610	<b>Net Revenues</b>	<b>17,772,556</b>
2620	<b>25% of Net Revenues</b>	<b>4,443,139</b>
9930	<b>ESTIMATED ANNUAL REPAYMENT LIMIT</b>	<b>4,273,282</b>
		<small>(25% of Net Revenues less Net Debt Charges)</small>

\* SLC denotes Schedule, Line Column.



## SECTION 4 -- COUNCIL (General Government)



Complement Includes:  
1 Mayor  
1 Deputy Mayor  
5 Councillors

Council represents the public on municipal matters in Hanover.

The mayor (or deputy mayor in their absence) acts as the Head of Council and presides over council meetings, provides leadership to the council, represents the Town of Hanover and carries out the duties as Head of Council as specified by the *Municipal Act*.

### 2024 Program Highlights

- 14 delegations to council (includes 1 in closed session, 1 in audit committee, 1 in finance committee) and 22 by-laws, in total up to and including November 18<sup>th</sup>
- 2 Ministry delegations – Rural Ontario Municipal Association (ROMA) and partnered with other Grey County municipalities for a joint delegation at Ontario Good Roads Association (OGRA) Conferences.
- Organizational review in process and projected that the final report will be provided for council's review and approval consideration at December 2, 2024 meeting.
- Strategic plan implementation commenced with 75% (42 of 56) of recommendations initiated in various stages of process. 8 recommendations completed including but not limited to new website, Mayor's Breakfast for Business and direction to build a new police station.
- Finance committee terms of reference approved and committee (all of council) began meeting in July 2024.
- Represented the municipality at numerous community initiatives. Council very engaged in presence within community.
- Provided input to appointed committees and boards.
- Appointed representatives engaged I continued Growing Prosperity in South Grey discussions.

### Goals and Objectives for 2025

1. Growing Prosperity in South Grey / Local Growth Management Strategy – Continued commitment to meaningful discussions with neighbouring municipalities, County and the province with respect to growth. Scoped Comprehensive Review Phase 2 was completed during 2021. This, and several other supporting reports provide clear direction with respect to addressing Hanover's shortage of land issues.
2. Continued commitment to open and responsible government functions.

## **Program Changes for 2025**

- Proposed doctor recruitment funding increase as per council 2024 budget direction to increase by \$5,000 annually in 2024, 2025 and 2026.

### **LOOKING AHEAD**

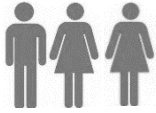
- Meaningful discussions with respect to growth will be ongoing and requires long term commitment to relationships with our neighbours, Grey County and the Province.

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
COUNCIL	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>1100 Council</b>					
01-1100-0566 DONATIONS/GRANTS				-	
01-1100-0579 MISC REVENUE				-	
01-1100-0934 TRANSFER FROM RESERVES	(24,000)	(1,334)	-	24,000	(100)
01-1100-1110 REGULAR SALARIES	154,000	115,191	158,600	4,600	3
01-1100-1120 PER DIEMS	3,900	1,980	-	(3,900)	(100)
01-1100-1510 EMPLOYEE BENEFITS	10,000	7,491	10,100	100	1
01-1100-3106 PROF DEV/TRAVEL-PATERSON	1,800	1,904	1,800	-	-
01-1100-3111 PROF DEV/TRAVEL - SAKAL	1,800	68	1,800	-	-
01-1100-3112 PROF DEV/TRAVEL-HUDSON	1,800	36	1,800	-	-
01-1100-3115 PROF DEV/TRAVEL-FLEET	1,800	58	1,800	-	-
01-1100-3116 PROF DEV/TRAVEL-DICKERT	1,800	2,523	1,800	-	-
01-1100-3118 PROF DEV/TRAVEL-KOEBEL	1,800	14	1,800	-	-
01-1100-3119 PROF DEV/TRAVEL-HOCKING	1,800	23	600	(1,200)	(67)
01-1100-3128 SUBSCRIPTIONS & MEMBERSHIPS	3,600	3,910	3,900	300	8
01-1100-3129 EMPLOYEE SERVICE AWARDS	6,700	3,225	4,100	(2,600)	(39)
01-1100-3130 EMERGENCY PANDEMIC EXPENSES	-	1,183	-	-	
01-1100-3131 EVENT #3- STAFF ANNUAL	9,700	8,993	11,500	1,800	19
01-1100-3132 ACKNOWLEDGMENTS/PROMOTION	13,300	11,947	13,100	(200)	(2)
01-1100-3135 BUILD BACK BETTER ASSISTANCE STRATEGY	24,000	16,226	-	(24,000)	(100)
01-1100-3215 PRINTING & ADVERTISING	1,000	-	1,000	-	-
01-1100-3311 INTEGRITY COMMISSIONER	2,400	4,998	3,100	700	29
01-1100-3710 INSURANCE (GENERAL)	57,800	56,972	62,600	4,800	8
01-1100-3810 GRANTS TO ORGANIZATIONS	10,000	8,250	10,000	-	-
01-1100-4177 CONTRIBUTION-RETENTION DONATION	90,000	90,000	90,000	-	-
01-1100-5213 TRANSFER TO RESERVES	6,000	6,000	6,000	-	-
<b>Total 1100 Council</b>	<b>381,000</b>	<b>339,658</b>	<b>385,400</b>	<b>4,400</b>	<b>1</b>

## SECTION 5 -- ADMINISTRATION / CORPORATE SERVICES / FINANCE (General Government)

### Administration



Staffing Complement Includes:

- 1 Chief Administrative Officer
- 1 Clerk
- 1 Administrative Assistant/Deputy Clerk
- 1 Human Resources Manager

Administration is comprised of the Chief Administrative Officer, Clerk, Administrative Assistant/Deputy Clerk and Human Resources Manager. The CAO directs and coordinates the general and administrative management and business of the Town. The clerk performs statutory duties as outlined in the *Municipal Act* and other legislation.

Administration oversees the following areas:

**Council and Committee:** secretariat to council and committees including preparing all meeting agendas and minutes; ensures the decisions of council are recorded and actions carried out.

**Elections:** responsible for coordination and conduct of the municipal and school board elections every four years.

**Human Resources:** employee/volunteer recruitment; labour/employee relations, negotiations and contract administration; training development and performance management; compensation administration; development and implementation of corporate human resources policies and procedures; development and recommendation of plans, policies and strategies to address human resources and organizational objectives; health and safety requirements; providing advice to departments, staff and council; and ensuring employment and legislative compliance.

**Legislative:** compliance with all Federal and Provincial legislation that impacts the Town; liaison with all levels of government, local boards, community groups and organizations.

**Licensing:** issuance of taxi, marriage and lottery licences.

**Policy:** development and administration of policies in accordance with legislative requirements; provide guidance and advice to both council and staff.

**Records Management:** management of corporate records; processes information requests and ensures compliance with privacy legislation.

**Vital Statistics:** issuance of death certificate and burial permits, as well as marriage certificates.

### 2024 Program Highlights

- Strategic plan implementation commenced with 75% of recommendations initiated in various stages of process. Eight recommendations completed including new website, Mayor's Breakfast for Business and direction to build a new police station.
- Organization review in process and will be completed by year end.
- Procedural By-law update in draft form and projected to be to council no later than early 2025.
- Growing Prosperity in South Grey conversations are continuing.
- Agenda management software implementation continues to evolve to benefit from the application's efficiencies.
- Owl equipment ordered to be able to provide virtual committee meeting option.
- Administration summer student role implemented. This position supported moving key work tasks forward including but not limited to Driftscape App setup, content development and implementation, cemetery data entry, online monument search for each individual to begin process to centralize information in one place in preparation for software implementation, research and development, tourism assistance, assisted with communications creation, compiled listing of 2017 to 2024 incident reports for more efficient search function, updated training matrix spreadsheet and Zoning By-law. The hours split was 73% for administration, 22% economic development and 5% building and planning.
- Monthly Staff Connections Newsletter resumed after a brief pause.
- Numerous newly developed and/or updated HR and health and safety policies, guidelines and related documents, including a professional review of the Town's confined space program (in progress).
- Continued TEAM initiatives including. "Hanover staff have Pizzazz", pizza lunch in Town and second annual town-wide professional development day; and facilitation of many trainings including fire extinguisher, working at heights, confined space entry and confined space rescue.
- Expanded recruitment outreach with successful recruitment for over 25 postings for over 45 position vacancies
- Process improvements including enhanced HR record retention processes, use of tracking mechanisms, and legal review and update of employment agreement documents.
- Enhanced oversight on health and safety training needs for more accurate budget planning and ensuring compliance.
- Dayforce Learning Management System Module consultation completed with live environment setup in progress.

## **Goals and Objectives for 2025**

1. Growing Prosperity in South Grey / Local Growth Management Strategy – Continued commitment to meaningful discussions with neighbouring municipalities, County and the province with respect to growth. Scoped Comprehensive Review Phase 2 was completed during 2021. This, and several other supporting reports provide clear direction with respect to addressing Hanover's shortage of land issues.
2. Initiate implementation of organizational review recommendations.
3. Initial planning for 2026 municipal election.
4. Continue admin summer student position with increase to 16 weeks so that position qualifies for accredited co-op work term. This will enhance candidate recruitment.

Tasks will include similar as noted as above. Additional tasks include compiling list of agreements for tracking insurance coverage and certificate of insurance, digitizing human resources files, cemetery records, by-laws 2002 and prior, minutes 2002 and prior and building plans, filing building permits within property files and assist with organizing property files for new subdivisions.

5. Further implementation of escribe agenda management.
6. Provide virtual committee meeting option with implementation of owl device.
7. Development of corporate policy on artificial intelligence.
8. Provide diversity, equity and inclusion training to staff and Council.
9. Continued development and/or update of human resources and health & safety policies, procedures and processes, with focus on the implementation of a hearing conservation program (deferred rom 2024).
10. Continue to implement Dayforce Learning Management System.
11. Complete 2025 Market Compensation Survey.
12. Continued support of Department projects as they move forward with workplans.

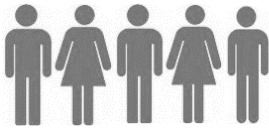
### **Program Changes for 2025**

- Municipal election 2026 initial planning.
- New police station project support.
- Continue with summer administrative student role shared between administration, corporate services, economic development, public works and building and planning.
- Organizational review phase 1 implementation, pending council approval.

### **LOOKING AHEAD**

- Meaningful discussions with respect to growth will be ongoing and requires long term commitment to relationships with our neighbours, Grey County and the Province.
- Assist with planned and anticipated commercial, institutional and residential development and growth into the remaining serviced and unserved areas of Hanover.
- Organizational Review phase 2 recommendations implementation, pending council approval.

## Corporate Services / Finance



Staffing Complement Includes:  
1 Director of Corporate Services/Treasurer  
1 Deputy-Treasurer/Tax Collector  
1 AP & Payroll Clerk  
1 Utility/AR Clerk  
1 Finance Clerk

The Corporate Services Department serves several municipal functions including Finance/Treasury and Information Technology (IT).

Under the direction of the Director of Corporate Services/Treasurer, Corporate Services oversees the corporate shared (administration) revenue and expenditure accounts not attributable to a specific department. These include taxation, investment income, penalties and interest, and general reserve transactions.

**Finance/Treasury** – responsible for the overall management of the town’s financial resources in a fiscally responsible and prudent manner. The department is bound by the financial reporting requirements of the Public Sector Accounting Board (PSAB) in accordance with the *Municipal Act*.

Other functions include:

- Financial Management;
- Formulation of operating and capital budgets;
- Issuance and collection of property tax billings and other revenues;
- Financial reporting and controls;
- Provision of objective professional support on major strategic and financial initiatives;
- Corporate banking and investment management;
- Administration of accounts payable and accounts receivable;
- Payroll calculation and distributions;
- Asset Management corporate-wide leadership in implementation, practices, concepts and progress;
- Development of long-range financial plans, strategies, studies and policies;
- Administration of the procurement of goods and services;
- Corporate Wide contracts for equipment and tenant (land) leases;
- Risk Management – manage all risks, insurance and claims against the municipality; and
- Provide financial services for the following boards/organizations, DIA, Landfill, Library, Police, Launchpad, Saugeen Municipal Airport (SMA), Gas Tax Funding Services for Saugeen Mobility & Regional Transit (SMART).

**Information Technology (IT)** – Overall corporate responsibility for hardware and networking purposes with each department responsible for any applicable software needs specific to their operations. Responsible for ensuring the town’s IT systems effectively meet the needs of all town departments to deliver services. The services of a local IT company are utilized for all town-wide networking and computer issues. IT responsibilities include:

- Troubleshooting IT issues across the organization;
- Designing, implementing and operating the IT infrastructure;
- Provide related IT training;
- Managing the Town's hardware and software including procurement, implementation and refurb/destruction;
- Vendor management/issue resolution; and
- CyberSecurity including working with insurance providers and consultant/external testers, training provider.

## **2024 Program Highlights**

- Work is underway with consultant, Watson & Associates, to update the Asset Management Plan (AMP) and to be compliant with the Ont. Reg 588/17 standards. Working towards completion of the Long-term Financial Plan and Levels of Services requirements of the regulation.
- Continue to enhance, update and provide better data within the AMP to create a 10-year plan and be compliant with the O. Reg. 588/17 requirements. Updates to Tangible Capital Assets (TCA) policies to reflect the realities of the town's asset inventory.
- Upgraded all computer and server hardware and office licencing within the municipality. This is completed every 5 years and was last completed in 2018/early 2019.
- Implemented many IT security enhancements such as two-factor authentication, LastPass Password Security, VPN security, removal of non-secure hardware etc.).
- Continuing to work with Enterprise Fleet Management, along with each respective department head, to maintain and upgrade fleet over a five-year rotational basis. All 2025 leased vehicles have been ordered.
- New financial statement requirements for Asset Retirement Obligations and Financial Instruments were effective with the 2023 statements and required a lot of staff time to complete.
- Investigated and implemented temporary and long-term financing options and grant funding opportunities for the firehall build project. Successful in obtaining Skills Development Fund (SDF) grant and Green Municipal Fund (both grant and long-term borrowing) support for this project.
- Secured temporary loan through Infrastructure Ontario for the firehall construction period until grants/loan finalized.

## **Goals and Objectives for 2025**

1. Continue to work with Watson & Associates to update the AMP and to be compliant with the Ont. Reg 588/17 standards.
2. Continue to enhance, update and provide better data within the AMP to create a 10-year plan and be compliant with the O. Reg. 588/17 requirements.
3. Continue to investigate other grant opportunities for current and future rehabilitations – especially for the proposed police building construction and water and wastewater projects.
4. Implement the new PSAB 3400 regulations for the 2024 Financial Statements.
5. Smooth transition for new director in late 2025.



## **Program Changes for 2025**

- New Financial Statement requirements for recording revenue PSAB 3400 effective with the 2024 statements.
- Town's share of OMPF funding has increased by \$186,500 (2024 amount was \$2,055,000; amount of \$2,241,500 for 2025 confirmed by the Ministry of Finance).
- Ontario Lottery & Gaming (OLG) funding in 2025 to increase to \$1,313,000 (1%) compared to \$1,300,000 budgeted in 2024. \$128,200 of these OLG funds earmarked for transfer to TCA reserve fund to continue to try to achieve Asset Management Plan (AMP) recommendations; with the balance of \$1,184,800 for capital and operations purposes.

## **LOOKING AHEAD**

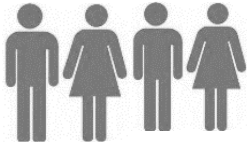
- Transition of new director in late 2025.
- Updated AMP to full O. Reg 588/17 standards for July 1, 2025 requirement and work on Long Term Financial Plan as per Strategic Plan.

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
ADMINISTRATION/CORPORATE SERVICES/FINANCE	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>1 General Government</b>					
<b>0510 Taxes for Own Use</b>					
01-0510-0111 GENERAL TAX LEVY	-		-	-	
01-0510-0122 SHARE/HOSPITAL- P.I.L.	(5,400)	(5,409)	(5,400)	-	-
01-0510-0123 HYDRO/WESTARIO P.I.L.	(12,000)	(12,060)	(12,000)	-	-
01-0510-0211 GENERAL TAX LEVY - SUPPS	(50,000)	(33,705)	(60,000)	(10,000)	20
01-0510-0251 SHARE/TOWN PROPERTY-P.I.L.	(18,500)	(19,174)	(18,500)	-	-
01-0510-0252 UTILITY TRANSMISSION CORRIDOR	(1,400)	(1,443)	(1,400)	-	-
01-0510-4510 REBATES - CHARITIES/OTHER	1,200	588	800	(400)	(33)
<b>Total 0510 Taxes for Own Use</b>	<b>(86,100)</b>	<b>(71,203)</b>	<b>(96,500)</b>	<b>(10,400)</b>	<b>12</b>
0620 Provincial Funding					
01-0620-0310 ONT.MUN.PARTNERSHIP FUND ALLOC	(2,055,000)	(2,055,000)	(2,241,500)	(186,500)	9
<b>Total 0620 Provincial Funding</b>	<b>(2,055,000)</b>	<b>(2,055,000)</b>	<b>(2,241,500)</b>	<b>(186,500)</b>	<b>9</b>
<b>0690 Unassigned Revenue</b>					
01-0690-0570 OLGIC PROVINCIAL FUNDING	(1,300,000)	(1,018,386)	(1,313,000)	(13,000)	1
01-0690-0815 MARRIAGE/LOTTERY LICENCES	(12,400)	(10,381)	(10,000)	2,400	(19)
01-0690-0820 TAXI LICENCES	(3,500)	(2,000)	(2,000)	1,500	(43)
01-0690-0881 FEES & MISC. CHARGES	(28,200)	(29,352)	(28,500)	(300)	1
01-0690-0883 D.I.A. ADMINISTRATION FEE	(1,900)	(1,900)	(2,000)	(100)	5
01-0690-0884 WATER/SEWAGE DEPT.-ADMIN.FEE	(90,600)	(90,600)	(92,400)	(1,800)	2
01-0690-0885 LIBRARY COMPUTER SERVICE FEE	(3,100)	(3,100)	(3,200)	(100)	3
01-0690-0886 WATER/SEWAGE COMPUTER SER.FEES	(13,800)	(13,800)	(14,200)	(400)	3
01-0690-0890 LANDFILL ADMIN. FEE(INTERNAL)	(75,000)	(75,000)	(77,300)	(2,300)	3
01-0690-0911 PENALTY & INTEREST : CURRENT	(80,000)	(85,552)	(80,000)	-	-
01-0690-0915 WATER/SEWER PENALTIES	(19,000)	(40,999)	(25,000)	(6,000)	32
01-0690-0922 MONTHLY BANK INTEREST	(240,000)	(159,391)	(216,000)	24,000	(10)
01-0690-0924 INTEREST-INTERNAL-OWN FUNDS	(24,300)	(34,077)	(38,500)	(14,200)	58
01-0690-0927 INTEREST-P.NOTE-WESTARIO POWER	(46,800)	(20,244)	-	46,800	(100)
01-0690-0928 WESTARIO DIVIDEND ON SHARES	(60,400)	(60,359)	(120,000)	(59,600)	99
01-0690-0972 NSF CHEQUE SERVICE CHARGE	(400)	(360)	(400)	-	-
<b>Total 0690 Unassigned Revenue</b>	<b>(1,999,400)</b>	<b>(1,645,501)</b>	<b>(2,022,500)</b>	<b>(23,100)</b>	<b>1</b>

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
ADMINISTRATION/CORPORATE SERVICES/FINANCE				\$	%
<b>1200 Administration</b>					
01-1200-0579 MISC REVENUE	-	(17,106)	-	-	
01-1200-0934 TRANSFER FROM RESERVES	(112,300)	(408,730)	(50,000)	62,300	(55)
01-1200-1110 REGULAR SALARIES	618,200	520,948	695,100	76,900	12
01-1200-1111 PART-TIME SALARIES	4,700	5,334	8,500	3,800	81
01-1200-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(22,811)	-	-	
01-1200-1510 EMPLOYEE BENEFITS	182,300	154,783	204,100	21,800	12
01-1200-1516 WSIB	16,700	14,891	19,300	2,600	16
01-1200-1519 EMPLOYEE ASSISTANCE PROGRAM	-	578	-	-	
01-1200-2130 OFFICE & STATIONERY SUPPLIES	12,300	8,933	12,300	-	-
01-1200-2131 HEALTH & SAFETY/CORPORATE TRAINING	13,900	8,120	14,800	900	6
01-1200-3110 PROF.DEV./TRAINING/TRAVEL	16,400	7,677	14,000	(2,400)	(15)
01-1200-3128 SUBSCRIPTIONS & MEMBERSHIPS	8,600	8,064	6,500	(2,100)	(24)
01-1200-3210 POSTAGE	16,700	23,423	17,200	500	3
01-1200-3212 TELEPHONE & FAX	7,000	6,303	7,000	-	-
01-1200-3215 PRINTING & ADVERTISING	1,500	685	1,500	-	-
01-1200-3310 AUDIT SERVICE	8,100	2,548	8,500	400	5
01-1200-3311 LEGAL SERVICE	20,000	17,672	20,000	-	-
01-1200-3316 CONSULTANTS FEES	139,400	70,804	102,700	(36,700)	(26)
01-1200-3325 COMPUTER SERVICES/SUPPLIES	168,600	163,039	145,900	(22,700)	(13)
01-1200-3513 PHOTOCOPIER RENT/MTCE CONTRACT	2,200	2,071	2,200	-	-
01-1200-3710 INSURANCE (GENERAL)	57,600	58,964	61,600	4,000	7
01-1200-4110 BANK SERVICE CHARGES	4,600	4,269	4,600	-	-
01-1200-4410 CASHIERS OVER/SHORT	-	3	-	-	
01-1200-5212 TRANSFER TO RESERVE FUND	284,800	664,800	310,200	25,400	9
01-1200-5213 TRANSFER TO RESERVE	42,100	42,100	45,500	3,400	8
01-1200-6000 AMORTIZATION EXPENSE - TCA	50,000	-	19,200	(30,800)	(62)
01-1200-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(50,000)	-	(19,200)	30,800	(62)
<b>Total 1200 Administration</b>	<b>1,513,400</b>	<b>1,337,362</b>	<b>1,651,500</b>	<b>138,100</b>	<b>9</b>
<b>TOTAL ADMIN/CORP SERV/FINANCE</b>	<b>(2,627,100)</b>	<b>(2,434,342)</b>	<b>(2,709,000)</b>	<b>(81,900)</b>	<b>3</b>
<b>OUTSIDE BOARD - TOWN REQUIREMENTS</b>					
<b>2000 Transfers to Police</b>					
01-2000-5210 TCA PURCHASES			125,600	125,600	
01-2000-5214 TRANSFER TO POLICE SERVICES	3,537,200	3,537,200	3,916,600	379,400	11
<b>Total 2000 Transfers to Police</b>	<b>3,537,200</b>	<b>3,537,200</b>	<b>4,042,200</b>	<b>505,000</b>	<b>14</b>
<b>7820 Transfers to Library</b>					
01-7820-5214 TCA PURCHASES	636,800	636,800	669,400	32,600	5
<b>Total 7820 Transfer to Library</b>	<b>636,800</b>	<b>636,800</b>	<b>669,400</b>	<b>32,600</b>	<b>5</b>
<b>TOTAL ADMIN/CORP SERV/FINANCE</b>	<b>4,174,000</b>	<b>4,174,000</b>	<b>4,711,600</b>	<b>537,600</b>	<b>13</b>

## SECTION 6 -- CIVIC FACILITIES (General Government, Health Services, Culture)



Staffing Complement Includes:  
1 Civic Facilities Maintenance Supervisor  
3 Janitorial/Security (3 part-time)

In 2024, the Civic Facilities operations function transitioned to the Building and Planning Department.

Under the direction of the Director of Building and Planning, operations oversight is provided for:

- Civic Facilities (Civic Centre and 140 7<sup>th</sup> Ave | under general government:
- Theatre | under culture; and
- Medical Clinic | under health.

**Civic Facilities** – Customer service, custodial and maintenance/capital upgrades of all civic facilities

- **Civic Centre** | 341 10<sup>th</sup> Street – Downtown Cultural Area and Meeting Rooms, Municipal Offices, Library, Community Hall and Theatre Facility.
- **140 7<sup>th</sup> Avenue** – Grey County EMS Building, Physiotherapy Tenant, garage area town storage; PRC parks / offsite storage area;
- **Medical Clinic** – leases with lower level tenants - Pharmacy, LifeLabs, ActivEars Hearing and Saugeen Vision businesses and locum facilities; Upper level tenants include Hanover Medical Associates (HMA) doctor leases.

### 2024 Program Highlights

- **Medical Clinic** – continued day-to-day maintenance, updated Medical Associates leases within the building for another 5 years, as well as started planning the rooftop units replacement while undertaking a comprehensive review of all rooftop units.
- **Civic Centre** – Building maintained as fully operational during variety of mechanical and maintenance (painting) work. The heat recovery unit has been fully replaced and working towards getting it fully operational before the end of the year. Completion of the main level floors, washrooms and painting occurring late 2024. Updated and repaired three Fan-coil units.
- **Theatre/Community Hall** – Completed some minor tweaks and upgrades within the theatre for audio purposes. New rental agreement template implemented to assist with municipal liability. General maintenance was completed to keep the Theatre and Community Hall operating efficiently.

- **140 7<sup>th</sup> Avenue** – Repaired the overhead doors within EMS space. Numerous miscellaneous items completed as requested through insurance/liability inspection.
- Celebrated the retirement of longtime supervisor, Bruce Meyerink, while hiring of Matt Marshall in a similar role.

### **Goals and Objectives for 2025**

1. Upgrading all the roof top units and roofing at Medical Clinic complete with all balancing and commissioning.
2. Replace overhead door openers with back up safety chains for EMS to allow manual function in emergency cases.
3. Begin replacing some of the fan coils at the Civic Centre, a project that will cover multiple years.
4. Obtain professional opinion on Civic Centre roof to determine replacement future.
5. Review staffing complement to determine feasibility of utilizing in-house custodial for medical clinic cleaning (current third-party contract).

### **Program Changes for 2025**

- Review staffing complement to determine feasibility of utilizing in-house custodial for medical clinic cleaning (current third-party contract).
- Maintenance at new firehall.

### **LOOKING AHEAD**

- Continuation of the five-year agreements with Medical Clinic tenants
- Continue working on five-year maintenance program for each facility.
- Aging buildings will require continued maintenance and capital rehabilitation

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
CIVIC FACILITIES				\$	%
<b><u>1300 Property - Civic Centre</u></b>					
01-1300-0934 TRANSFER FROM RESERVES	(67,200)	-	-	67,200	(100)
01-1300-0937 TRANSFER FROM LIBRARY	(132,900)	(121,825)	(135,600)	(2,700)	2
01-1300-1110 REGULAR SALARIES	97,400	60,475	55,500	(41,900)	(43)
01-1300-1111 PART-TIME SALARIES	50,100	47,239	74,000	23,900	48
01-1300-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(5,244)	-	-	
01-1300-1510 EMPLOYEE BENEFITS	46,500	46,093	27,700	(18,800)	(40)
01-1300-1516 WSIB	4,300	3,150	3,900	(400)	(9)
01-1300-1519 EMPLOYEE ASSISTANCE PROGRAM	-	134	-	-	
01-1300-2214 UNIFORMS & CLOTHING	700	139	700	-	-
01-1300-2410 2021 CHEV SILVERADO TRUCK (PREV 2009)	2,700	2,547	2,800	100	4
01-1300-3110 PROF.DEV./TRAINING/HEALTH&SAFETY	1,400	-	1,200	(200)	(14)
01-1300-3128 SUBSCRIPTIONS & MEMBERSHIPS	200	-	200	-	-
01-1300-3212 TELEPHONE	800	417	800	-	-
01-1300-3400 SHARED BUILDING/PROP.MTCE.	110,000	43,267	36,100	(73,900)	(67)
01-1300-3402 CHILLER SERVICE/MTCE.CONTRACT	6,100	15,430	6,300		-
01-1300-3411 GENERATOR SERV/MNTC CONTRACT	5,200	3,137	6,700	1,500	29
01-1300-3525 CONTRACTED STAFF	1,500	-	-		
01-1300-3544 ELEVATOR SERVICE CONTRACT	5,000	4,139	5,200	200	4
01-1300-3710 INSURANCE (GENERAL)	14,300	13,718	15,100	800	6
01-1300-3712 WATER/SEWAGE	3,800	3,509	3,900	100	3
01-1300-3713 GAS (HEATING)	15,100	10,191	15,400	300	2
01-1300-3716 HYDRO (GENERAL SERVICE ) #1	53,300	34,943	54,300	1,000	2
01-1300-5210 TCA PURCHASES	-	13,566	-	-	
01-1300-5213 TRANSFER TO RESERVE	10,000	10,000	20,000	10,000	100
01-1300-6000 AMORTIZATION EXPENSE - TCA	56,000	-	54,800	(1,200)	(2)
01-1300-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(56,000)	-	(54,800)	1,200	(2)
<b>Total 1300 Property - Civic Centre</b>	<b>228,300</b>	<b>185,025</b>	<b>194,200</b>	<b>(34,100)</b>	<b>(15)</b>
<b><u>1301 Property - Saugeen Room</u></b>					
01-1301-0614 SAUGEEN ROOM RENTALS	(5,100)	(3,803)	(5,400)	(300)	6
01-1301-1110 REGULAR SALARIES	3,800	2,613	2,900	(900)	(24)
01-1301-1111 PART-TIME SALARIES	1,900	996	2,400	500	26
01-1301-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(166)	-		
01-1301-1510 EMPLOYEE BENEFITS	1,200	839	1,200	-	-
01-1301-1516 WSIB	200	107	200	-	-
01-1301-3400 SHARED BUILDING EXPENSES	2,000	-	700	(1,300)	(65)
<b>Total 1301 Property - Saugeen Room</b>	<b>4,000</b>	<b>586</b>	<b>2,000</b>	<b>(2,000)</b>	<b>(50)</b>

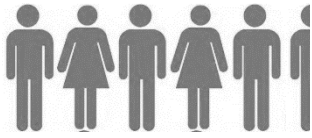
				BUDGET	BUDGET
	2024	2024	2025	CHANGE	CHANGE
CIVIC FACILITIES	Approved	Actuals	Approved	\$	%
<b>1360 Property - 140 7th Avenue</b>					
01-1360-0833 LEASE-GREY COUNTY/OWEN SOUND	(40,500)	(35,283)	(41,000)	(500)	1
01-1360-0834 LEASE SUITE #2	(47,100)	(43,179)	(48,000)	(900)	2
01-1360-1110 REGULAR SALARIES	7,400	6,009	4,700	(2,700)	(36)
01-1360-1111 PART-TIME SALARIES	1,800	955	2,300	500	28
01-1360-1112 OVERTIME (TIME & HALF)	-	102	-	-	
01-1360-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(189)	-	-	
01-1360-1510 EMPLOYEE BENEFITS	1,800	1,614	1,800	-	-
01-1360-1516 WSIB	300	207	200	(100)	(33)
01-1360-3410 BUILDINGS MTCE/REPAIRS	6,400	16,659	14,800	8,400	131
01-1360-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	900	460	600	(300)	(33)
01-1360-3710 INSURANCE (GENERAL)	2,000	2,247	2,500	500	25
01-1360-3711 COUNTY SHARE - UTILITIES (HYDRO/WATER)	2,900	2,308	2,900	-	-
01-1360-3712 WATER/SEWAGE	1,300	976	1,300	-	-
01-1360-3713 GAS (HEATING)	3,800	2,388	3,900	100	3
01-1360-3716 HYDRO (GENERAL SERVICE ) #1	4,200	3,310	4,200	-	-
01-1360-3726 TAXES - P.I.L	6,100	6,277	6,200	100	2
01-1360-5213 TRANSFER TO RESERVES	24,000	-	24,400		
<b>Total 1360 Property - 140 7th Avenue</b>	<b>(24,700)</b>	<b>(35,139)</b>	<b>(19,200)</b>	<b>5,500</b>	<b>(22)</b>

				BUDGET	BUDGET
	2024	2024	2025	CHANGE	CHANGE
CIVIC FACILITIES	Approved	Actuals	Approved	\$	%
<b>5300 Medical Clinic</b>					
01-5300-0350 LEASE-DOCTORS	(131,200)	(120,390)	(146,600)	(15,400)	12
01-5300-0351 LEASE-PHARMASAVE & HOME HEALTH CAR	(77,900)	(71,322)	(79,400)	(1,500)	2
01-5300-0352 LEASE-LIFELABS	(22,300)	(20,478)	(22,800)	(500)	2
01-5300-0744 LEASE-ACTIVEARS HEARING CENTRE INC	(16,400)	(14,997)	(16,700)	(300)	2
01-5300-0745 LEASE-SAUGEEN OPTOMETRIC CENTRE	(52,900)	(48,403)	(54,600)	(1,700)	3
01-5300-0934 TRANSFER FROM RESERVES	-	-	(630,000)		
01-5300-1110 REGULAR SALARIES	17,100	13,765	14,200	(2,900)	(17)
01-5300-1111 PART-TIME SALARIES	2,200	994	3,400	1,200	55
01-5300-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(377)	-	-	
01-5300-1510 EMPLOYEE BENEFITS	4,500	3,883	5,100	600	13
01-5300-1516 WSIB	500	435	500	-	-
01-5300-2410 CIVIC CENTRE TRUCK ALLOCATED EXPENSES	2,700	2,719	2,800	100	4
01-5300-3212 TELEPHONE	2,600	1,595	2,600	-	-
01-5300-3325 COMPUTER SERVICES/SUPPLIES	1,700	1,976	1,700	-	-
01-5300-3402 AC/HEAT SERVICE/MTCE CONTRACT	5,400	8,097	5,400	-	-
01-5300-3410 PROPERTY MAINTENANCE/PURCHASES	40,600	41,018	39,600	(1,000)	(2)
01-5300-3525 CONTRACTED STAFF	122,100	97,755	125,800	3,700	3
01-5300-3710 INSURANCE (GENERAL)	9,900	10,092	11,100	1,200	12
01-5300-3712 WATER/SEWAGE	4,800	4,012	4,900	100	2
01-5300-3713 GAS (HEATING)	8,400	4,258	8,600	200	2
01-5300-3716 HYDRO (GENERAL SERVICE ) #1	30,000	17,953	30,000	-	-
01-5300-5210 TCA PURCHASES	-	-	780,000		
01-5300-5213 TRANSFER TO RESERVE	30,000	30,000	50,000	20,000	67
01-5300-6000 AMORTIZATION EXPENSE - TCA	62,700	-	60,700	(2,000)	(3)
01-5300-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(62,700)	-	(60,700)	2,000	(3)
<b>Total 5300 Medical Clinic</b>	<b>(18,200)</b>	<b>(37,415)</b>	<b>135,600</b>	<b>153,800</b>	<b>(845)</b>
5301 Medical Clinic - Locums					
01-5301-0746 LOCUM RESIDENCES	(7,500)	(3,720)	(4,200)	3,300	(44)
01-5301-1110 REGULAR SALARIES	1,200	758	700	(500)	(42)
01-5301-1111 PART-TIME SALARIES	600	580	800	200	33
01-5301-1510 EMPLOYEE BENEFITS	400	295	400	-	-
01-5301-1516 WSIB	100	40	-	(100)	(100)
01-5301-3410 PROPERTY MTCE/EQUIPMENT	3,500	31	1,200	(2,300)	(66)
<b>Total 5301 Medical Clinic - Locums</b>	<b>(1,700)</b>	<b>(2,016)</b>	<b>(1,100)</b>	<b>600</b>	<b>(35)</b>



				BUDGET	BUDGET
	2024	2024	2025	CHANGE	CHANGE
CIVIC FACILITIES	Approved	Actuals	Approved	\$	%
<b>7830 Hanover Civic Theatre</b>					
01-7830-0614 RENTAL FEES	(30,600)	(24,207)	(31,200)	-600	2
01-7830-1110 REGULAR SALARIES	6,500	4,108	5,000	-1,500	(23)
01-7830-1111 PART-TIME SALARIES	5,800	11,670	19,100	13,300	229
01-7830-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(524)	-		
01-7830-1510 EMPLOYEE BENEFITS	2,200	2,583	3,300	1,100	50
01-7830-1516 WSIB	400	482	700	300	75
01-7830-2410 CIVIC CENTRE TRUCK ALLOCATED EXPENSE	300	283	400	100	33
01-7830-3400 SHARED BUILDING/PROP MTCE.	6,400	2,419	4,300	-2,100	(33)
01-7830-3402 CHILLER SERVICE/MTCE.CONTRACT	300	2,967	400	100	33
01-7830-3410 PROPERTY MAINTENANCE/PURCHASES	2,900	3,784	3,150	250	9
01-7830-3411 GENERATOR SERV/MNTC CONTRACT	300	174	400	100	33
01-7830-3525 CONTRACTED STAFF	-	-	950	950	
01-7830-3544 ELEVATOR SERVICE CONTRACT	3,300	1,019	4,300	1,000	30
01-7830-3710 INSURANCE (GENERAL)	4,500	4,413	4,900	400	9
01-7830-3712 WATER/SEWAGE	200	258	200		-
01-7830-3713 GAS (HEATING)	1,900	1,132	5,100	3,200	168
01-7830-3716 HYDRO (GENERAL SERVICE ) #1	5,000	3,276	6,800	1,800	36
01-7830-4127 INTERNAL INTEREST EXPENSE	12,600	12,480	11,100	-1,500	(12)
01-7830-5213 TRANSFER TO RESERVE	36,000	36,000	36,000	0	
01-7830-6000 AMORTIZATION EXPENSE - TCA	49,200	-	97,300	48,100	98
01-7830-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(49,200)	-	(97,300)	-48,100	98
<b>Total 7830 Hanover Civic Theatre</b>	<b>58,000</b>	<b>62,317</b>	<b>74,900</b>	<b>16,900</b>	<b>29</b>
<b>7831 Community Hall</b>					
01-7831-0614 COMMUNITY HALL RENTALS	(10,000)	(12,884)	(11,000)	-1,000	10
01-7831-1110 REGULAR SALARIES	3,600	1,888	2,200	-1,400	(39)
01-7831-1111 PART-TIME SALARIES	1,700	2,449	2,500	800	47
01-7831-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(225)	-		
01-7831-1510 EMPLOYEE BENEFITS	1,100	946	1,000	-100	(9)
01-7831-1516 WSIB	200	137	100	-100	(50)
01-7831-2410 CIVIC CENTRE TRUCK ALLOCATED EXPENSE	300	283	400	100	33
01-7831-3400 SHARED BLDG/COMM HALL MAINTENANCE	6,300	4,295	3,100	-3,200	(51)
01-7831-3402 CHILLER SERVICE/MTCE.CONTRACT	300	2,967	400	100	33
01-7831-3411 GENERATOR SERV/MNTC CONTRACT	300	174	400	100	33
01-7831-3544 ELEVATOR SERVICE CONTRACT	3,300	1,019	1,100	-2,200	(67)
01-7831-3712 WATER/SEWAGE	200	258	200		-
01-7831-3713 GAS (HEATING)	1,900	1,132	5,400	3,500	184
01-7831-3716 HYDRO (GENERAL SERVICE ) #1	5,000	3,276	6,800	1,800	36
<b>Total 7831 Community Hall</b>	<b>14,200</b>	<b>5,715</b>	<b>12,600</b>	<b>-1,600</b>	<b>(11)</b>
<b>TOTAL CIVIC FACILITIES</b>	<b>259,900</b>	<b>179,073</b>	<b>399,000</b>	<b>139,100</b>	<b>54</b>

## SECTION 7 -- FIRE (Protective Inspection)



Staffing Complement Includes:

- 1 Fire Chief / CEMC
- 1 Fire Prevention Officer/Training Officer | Acting Deputy Chief (June '24)
- 1 Training Assistant
- 1.33 Fire Officers (5 volunteer)
- 1.98 Firefighters (28 volunteer)

The Hanover Fire Department is responsible for providing fire and life safety protection to residents and their property. To accomplish this task, the three lines of defense are utilized; education, prevention and suppression. The department enforces the *Fire Protection and Prevention Act* as well as implementing applicable statutes of the *Ontario Fire Code*. Emergency services offered by the Hanover Fire Department include the following;

- Ice Water Rescue
- Swift Water Rescue
- High Angle Rescue
- Auto Extrication Rescue
- Drone Operations
- General Rescue Operations
- Medical First Responder, CPR, Defibrillation
- Structural Firefighting (offensive and defensive structural firefighting)
- Proximity Firefighting (vehicle fires, shed fires, grass fires, brush fires)

Hanover Fire Department (HFD) is supported by a fleet of 1 aerial apparatus, 1 pumper/rescue apparatus, 1 pumper/tanker apparatus, 1 chief officer unit, 2 pick-up trucks, 1 command/rehabilitation trailer, and a rescue boat.

### 2024 Program Highlights

- Responded to 214 emergency calls for service as of November 5. On par to surpass the 2023 total of 214 emergency responses, which was the highest in HFD history.
- Over 1,700 personnel hours on scene for emergency responses to October 31.
- Over 5,000 staff hours invested in training, meeting and public education time to October 31.
- Response time within the Town of Hanover reduced by 19 seconds to 6:20 to October 31.
- Completed construction of new Net Zero Fire Station and will relocate operations by early December.
- Acting Deputy Chief/Fire Prevention Officer/Training Officer role revised in June 2024. Acting role was accommodated within 2024 approved budget so there were no additional financial impacts.
- Approved contract part time (12 months) Training Assistant adjusted to full time for 6 months. No budgetary impact as adjusted work term was within approved allocation. There were several significant budgetary and operational benefits observed from July 1 to October 31 as the result of the addition of this position. These benefits include but are not limited to;
  - Reduction of daytime response time;

- Alarmed for life inspections increased;
  - Fire Inspections increased;
  - Public Education activities increased;
  - Important activities being completed when needed and not when volunteers have time to complete;
  - No missed training by firefighters as a result of additional monitoring and followup;
  - Social media engagements increased;
  - Appropriate succession planning; and
  - Reduced overtime for management and management time can be spent on larger projects.
- Addition of a pickup truck for response and general duties to reduce the wear and tear on larger pump apparatus. In addition, this response vehicle has increased seat capacity and versatility for call response.
  - Began NFPA 1006 Ice Water Rescue and NFPA 1006 Static Water Rescue certification testing ahead of the 2028 deadline set by the Ontario Fire Marshals Office.
  - Improved decontamination activities ensuring all present firefighters have 2 balaclavas for fire suppression activity. This ensures they are response ready as quickly as possible after a fire.
  - Completed live fire training with 2024 recruits.
  - Continued with specialty training for 6 areas of specialty services; high angle rescue, swift water rescue, ice water rescue, aerial operations, auto extrication, drone operations.
  - Obtained certification for 4 individuals for NFPA 1001 Firefighter Level I.
  - Completion of NFPA courses for individuals with regards to NFPA 1021: Officer Level I, NFPA 1002: Pump Operations, NFPA 1006: Auto Extrication Operations and Technician, NFPA 1021 Level II, NFPA 1521 Safety Officer, NFPA 1041: Fire Instructor I.
  - Increased Drone Pilot numbers by one.
  - Continued involvement with the Grey County Fire Prevention Officers Association, Ontario Fire Chiefs Association, Grey County Fire Chiefs Association, Canadian Fire Chiefs Association, and more.
  - Increased the number of DZ licensed apparatus drivers by 4.
  - Completed 3<sup>rd</sup> party traffic safety training for 2024 recruits.
  - Increased the use of Twitter, Facebook and Instagram for fire safety awareness and public relations opportunities.
  - Continued fire safety inspections of commercial and industrial establishments and fire safety instruction at local school and pre-school aged children.
  - Participated in a total of 92 fire prevention events with an estimated reach of 3400 individuals.
  - Increased focus on the Alarmed for Life Visit program. 80 homes were visited from January to October. The results observed in 2024 indicate a 50% compliance rate of residences for working smoke and carbon monoxide alarms. An increase in visits and compliance from 2023.
  - Continued fire safety inspections of commercial and industrial. A total of 111 fire safety inspections were completed by October 31, with 127 reports issued.

## **Goals and Objectives for 2025**

1. Host a grand opening and open house for the new net zero fire station for the public. Settle into the new firehall.

2. Complete marking all municipal hydrants with flow indicators in partnership with public works.
3. Continue marketing of on-line burn permit program in attempt to grow the applicants and income generated.
4. Training and testing of NFPA Firefighter Level I and II as well as NFPA 1072 Hazardous Materials Awareness and Operations to take place during the year.
5. Increase the number of personnel completing NFPA 1002 Pump Operator, NFPA 1021 Fire Officer Level I, and NFPA 1041 Fire Instructor Level I.
6. Increase drone pilot numbers from 6 to 7.
7. Continue with ongoing training for drone pilots to ensure that licensing is maintained.
8. Complete live fire training with recruits and experienced firefighters.
9. Continue provincial certification testing for ice water rescue and static water rescue, while beginning certification for swift water rescue.
10. Continue with quarterly meetings for the Critical Incident Stress Team and ensure that additional training is offered to team members.
11. Continue work with vulnerable occupancies and schools to ensure timely and efficient evacuations can be maintained at all times.
12. Complete weekend training sessions with regards to technical rescue applications.
13. Update Town of Hanover emergency management plan as required.
14. Plan for 2025 emergency management training and mock.

### **Program Changes for 2025**

- Complete the relocation to new fire station.
- Deputy Chief | Fire Prevention Officer permanently moved to staff compliment. Refer to business case following this summary document.
- Training Assistant full time position implemented. The addition of this position on a permanent basis can be achieved with a net zero increase to the budget, as a result of efficiencies and activities completed during the day and not in the evening by paid on-call firefighters. Refer to business case following this summary document.
- Complete the training and testing of 4 to 5 new recruits who will start in January 2025.
- Initiate changes to technical rescue protocols to ensure continued compliance with NFPA standards.
- Implementation of Next Generation 911 with dispatch provider.

### **LOOKING AHEAD**

- Maintain training process for firefighters to work towards certification.
- Continue with co-operative education partnerships with local schools.
- Continue with effective succession planning to ensure trained staff available.
- Continue to develop emergency management program updates.

<b>Department</b>	Fire
<b>Date</b>	November 13, 2024

<b>1. Staff Position</b>
<b>Deputy Fire Chief</b>
<b>2. Revised / Amended or New Position</b>
Amended. Acting to Permanent Deputy Chief is being combined with existing Fire Prevention Officer / Training Officer role.
<b>3. Summary of Staff Position / Role   Main Duties</b>
<p>The Deputy Chief/Fire Prevention Officer/Training Officer (Deputy Chief) is responsible for fire suppression and rescue related training and/or operations, in a supervisory role, under the direction of the Fire Chief. The Deputy Chief (DC) relieves the Fire Chief during sick leave, time off, vacations, seminars, conventions, etc.</p> <p>This rank holds the same responsibility as the Fire Chief in their absence for coordinating and directing the activities of the fire suppression units of the municipality. The DC oversees the Operations of the Fire Department and maintains discipline within the Fire Department ranks. The above work is performed under the direction of the Fire Chief and all policy matters being referred to the Fire Chief. The DC is named as an Assistant to the Fire Marshalls Office.</p> <p>The DC is responsible for comprehensive fire prevention inspections of all classes of buildings and occupancies. The individual reports findings and makes recommendations to improve fire safety. The DC examines and approves working drawings and specifications of buildings to be erected for fire safety requirements. The DC also completes fire safety instruction, public education and other duties as assigned.</p> <p>The DC is responsible for all fire department training activities by coordinating Hanover Fire Department training program in consultation with the Fire Chief. The DC oversees the creation of lesson plans, training schedules, training activities, and may supervise or lead training evolutions. The individual follows the training plan outlined by the Fire Chief to ensure that all facets of training are covered. The individual will complete recruit training within the timeframe set out by the Fire Chief.</p>

<p><b>4. Current Status</b></p>
<p>Currently, the Deputy Fire Chief is an acting role. This is due to the fact that our previous DC (volunteer) was on leave and the position was still available to them should they return to work. Unfortunately, with the passing of our previous Deputy, this position must now be filled permanently to ensure that the powers of the Fire Protection and Prevention Act (FPPA) can be carried out in the absence of the Fire Chief.</p>
<p><b>5. Proposed Recommended Direction</b></p>
<p>The FPPA carries with it significant powers to ensure the safety of the community. These include, but are not limited to;</p> <ul style="list-style-type: none"> <li>• Rights of entry;</li> <li>• Powers during inspections;</li> <li>• Requirements for offences and enforcement;</li> <li>• Recovery of costs; and</li> <li>• much more.</li> </ul> <p>In the absence of the Fire Chief, a DC named in a by-law carries the same power and can authorize activities as required. This is required to ensure the continuation of services and life safety activities when required.</p>
<p><b>6. Effective Date Proposed</b></p>
<p>January 1, 2025</p>
<p><b>7. How does this meet current / future Department requirements and succession planning?</b></p>
<p>Solidifying the DC role into a permanent position ensures the continuation of services and emergency response in the absence of the Fire Chief. In addition, having the Deputy Fire Chief as a paid position ensures that job tasks and requirements are part of their full time duties and are more enforceable than a volunteer Deputy.</p> <p>This role is also a succession plan position as the DC, when full time, can be involved in aspects of the Fire Chief position that a volunteer does not have the available time for. These activities include: budgeting, grant writing, council attendance, report writing, NFPA standard compliance, long range planning, and so much more.</p> <p>This proposed amendment reflects organizational review project discussions to date. The organizational review completion is imminent with council report and presentation anticipated within the next 2 weeks</p>
<p><b>8. What is the risk if this position is not implemented?</b></p>
<p>No back up for services and emergency response powers in the absence of the Fire Chief. No succession plan for the Fire Chief position.</p>

**9. Financial Implications (include year in description)**

2025 – \$0 budgetary impact

The acting DC wage was included in the 2024 budget. The only staffing budget impact in the 2025 year is the cost of living increase.

Without this position, the staffing costs would remain the same, but will be transferred to the volunteers who have to come in on their own time, when they are able to. As a result, it is more difficult to manage timelines for completion of activity and ensure that oversight is available for technical or specific work as the volunteers are required to attend the station when they are available to complete the work

**10. Other notes (if applicable)**

Making this position permanent has no impact on the operational budget. In addition, it provides significant operational, financial, and regulatory benefits. From an efficiency perspective, the role ensures continuity of leadership, supports strategic planning, and enhances decision making in both daily operations and emergency management. This role alleviates the full administrative burden on the Fire Chief, enabling a focus on higher level priorities while ensuring effective oversight of the fire prevention, training, and resource allocation. Cost savings are realized by reducing reliance on volunteer officers filling gaps. A predictable salary and benefit expense assists in ensuring stable budgeting and financial planning.

The FPPA mandates municipalities to provide fire protection services, including fire prevention, public education, and emergency response. A permanent DC supports compliance with these legislative requirements by dedicating resources to prevention programs, ensuring proper inspections, and enhancing the overall effectiveness of fire services. This role strengthens the municipality's ability to meet FPPA obligations, mitigate risks, and improve public safety outcomes making it a prudent and strategic investment.

<b>Department</b>	Fire
<b>Date</b>	November 13, 2024

<b>1. Staff Position</b>
<b>Training Assistant</b>
<b>2. Revised / Amended or New Position</b>
Amended. Contract to permanent full time.
<b>3. Summary of Staff Position / Role   Main Duties</b>
The Training Assistant (TA), under the direction of the Deputy Chief is responsible for assisting with all fire department training activities by creating, coordinating and implementing Hanover Fire Department training programs. The TA creates lesson plans, schedules training, conducts training, and reports training results. When providing training, the individual follows the training plan outlined to ensure that all facets of training are covered. The individual will assist the Deputy Chief in the completion of recruit training within the timeframe set out by the Fire Chief.
<b>4. Current Status</b>
Currently there is a variety of work to be done during the day that cannot be accomplished by the 2 full time staff. This leads to overtime, paying volunteers to complete the work when they have time in the evening, or the work is not getting done. Presently, overtime for the 2 full time staff is overwhelming, and requires attention to maintain a work / life balance. In addition, many activities are not being completed in a timely manner, or at all, and some of these items are crucial to health and safety and efficient / effective operations.
<b>5. Proposed Recommended Direction</b>
Training Assistant position is a permanent, full time position based on 35 hours per week.
During the 2024 temporary contract term (June to December 2024), the following benefits of the addition of this role have been realized:
<ul style="list-style-type: none"> <li>• Important activities being completed when needed and not when volunteers have time to complete.</li> <li>• Reduction of daytime response time from 7:24 to 4:32 (July 1 to Nov 15).</li> <li>• Alarmed for life inspections increased from 34 to 69 completed (July 1 to Nov 15).</li> <li>• Fire Inspections increased from 33 to 43 completed.</li> <li>• Public Education activities increased from 57 hours to 104.5 hours (July 1 to Nov 15).</li> <li>• No missed training by firefighters as a result of additional monitoring and follow-up.</li> <li>• Social media engagements increased from 694 content interactions/10,706 people reached to 4187 content interactions/58,518 people reached.</li> </ul>



The following are further benefits that will be realized with this position:

- Appropriate succession planning.
- Reduced overtime for management
- Assist with ensuring compliance with certification.
- Management time can be spent on larger projects such as the creation of a respiratory protection program to reduce cancer potential in firefighters, possible future Camp Molly programs to gain exposure for the Town of Hanover on a national scale and overall efficiencies.

**6. Effective Date Proposed**

January 1, 2025

**7. How does this meet current / future Department requirements and success planning?**

The ability to consistently have reduced daytime response times given one apparatus can leave with a crew within seconds ensures they are on scene sooner to mobilize.

Needs are addressed in a timely manner, and we don't rely on volunteers completing the work when they have time.

More efficient operations.

More control over staff expenses as a salary position.

Savings with respect to daytime response as already being paid when responding Reduces Deputy Chief hall duties and allows for more focus on alarmed for life, inspections and public education to improve our prevention initiatives.

Ensures that firefighters do not miss training, ensuring our compliance for training knowledge and skill sign offs.

Succession planning to ensure that future roles have the experience, knowledge and certification required. This takes years to develop and obtain.

This proposed amendment reflects the organizational review project discussions to date. This project completion is imminent with council report and presentation anticipated within the next 2 weeks.

**8. What is the risk if this position is not implemented?**

No change to staff costs as volunteers will have to be called in to complete the work

Inefficient work completion as duties won't be done in a timely manner when it is needed, as volunteers will have to complete when they have time after their employment and family commitments.

More overtime for the Chief and Deputy leading to potential burn out.

Increased response time during the day.

Decrease in alarmed for life, fire inspections and public education.

Missed training for firefighters as not enough staff hours for make up training, this leads to lack of skill and holes should a MOL investigation be completed due to an accident.

Lack of rental income generation for the new fire station's training as the Chief and Deputy will be required to focus on their position priorities.

No succession plan for Deputy, FPO, Training Officer and eventually Chief.

More costs for apparatus repairs as small items would have to be repaired by truck service shop instead of in house.  
Reduced social media presence to educate residents on fire prevention, as well as inform them of fire department initiatives.  
Less time for Chief and Deputy to spend on planning, efficiencies, training, and updating skills and knowledge.

**9. Financial Implications (include year in description)**

2025 – \$0 budgetary impact

The only staffing budget impact in the 2025 year is the cost of living increase. Without this position, the staffing costs would remain the same, but will be transferred to the volunteers who have to come in on their own time, when they are able to. As a result, it is more difficult to manage timelines for completion of activity and ensure that oversight is available for technical or specific work as the volunteers are required to attend the station when they are available to complete the work.

**10. Other notes (if applicable)**

This position is crucial to the successful continuation of fire services during day time hours. One of the primary benefits is the reduced response time. With this position, the department can ensure a faster mobilization for emergency response, which is critical in life-threatening situations where every second matters.

Additionally, the enhancement of fire prevention efforts by dedicating more resources to community education, fire safety inspections, and outreach programs. These proactive measures help to reduce the frequency and severity of fire incidents, ultimately creating a safety community, lowering associated risks, and reducing response costs.

A succession plan for the fire department is crucial. Given the amount of time it takes for an individual to become fully certified and experienced in matters that relate to the Fire Protection and Prevention Act as well as fireground operations, it is necessary to begin training and certifying as soon as possible. Adding this position ensures the department's long term stability and operational continuity.

The addition of this position can also assist in reducing associated costs. Faster response times and improved fire prevention activities can decrease property damage, insurance claims, and associated expenses. In addition, more adequate staffing levels assist in reducing unpaid overtime provided by the Chief and Deputy to more manageable levels. This hire supports the department's mission to protect the community while managing resources effectively.

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
FIRE & EMERGENCY MEASURES				\$	%
<b>2100 Fire</b>					
01-2100-0511 CANADA CONDITIONAL GRANTS	(1,044,000)	(12,000)	-		
01-2100-0518 DONATIONS	(34,000)	(35,745)	(1,500)	32,500	(96)
01-2100-0521 PROVINCIAL GRANTS	(428,700)	-	-		
01-2100-0541 TOWNSHIP OF WEST GREY	(66,400)	(49,800)	(68,400)	(2,000)	3
01-2100-0542 MUNICIPALITY OF BROCKTON	(74,400)	(55,800)	(76,600)	(2,200)	3
01-2100-0551 OTHER GRANTS	(3,000)	(537)	(3,000)	-	-
01-2100-0579 FEES/MISC.CHARGES	(5,863,000)	(4,013,471)	(235,500)	5,627,500	(96)
01-2100-0934 TRANSFER FROM RESERVES	(26,700)	(257,740)	-	26,700	(100)
01-2100-1110 REGULAR SALARIES	187,200	183,622	271,800	84,600	45
01-2100-1111 PART-TIME SALARIES	364,000	241,357	266,700	(97,300)	(27)
01-2100-1112 OVERTIME (TIME & HALF)	-	88	-	-	
01-2100-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(33,111)	-	-	
01-2100-1510 EMPLOYEE BENEFITS	70,100	58,590	90,800	20,700	30
01-2100-1516 WSIB	17,500	14,591	19,800	2,300	13
01-2100-1519 EMPLOYEE ASSISTANCE PROGRAM	-	54	-	-	
01-2100-2214 UNIFORMS & CLOTHING	14,600	13,483	10,200	(4,400)	(30)
01-2100-2217 PAGERS/RADIOS/LICENCE	14,700	3,635	14,400	(300)	(2)
01-2100-2233 GENERAL SUPPLIES & EQUIPMENT	53,100	70,630	59,500	6,400	12
01-2100-2254 SELF CONTAINED BREATHING APP.	8,200	21	7,900	(300)	(4)
01-2100-2255 FIRE PREVENTION/PUBLIC RELATIONS	3,300	1,510	1,800	(1,500)	(45)
01-2100-3110 PROF.DEV./TRAINING/TRAVEL	17,000	22,618	16,200	(800)	(5)
01-2100-3128 SUBSCRIPTIONS & MEMBERSHIPS	2,700	2,140	2,700	-	-
01-2100-3212 TELEPHONE	1,500	1,815	1,500	-	-
01-2100-3218 FIRE DISPATCH SERVICE	32,300	22,760	32,300	-	-
01-2100-3316 CONSULTANT FEE	-	112	-		
01-2100-3325 COMPUTER SERVICES/SUPPLIES	22,500	14,807	17,200	(5,300)	(24)
01-2100-3410 BUILDINGS MTCE/REPAIRS	4,000	3,711	9,500	5,500	138
01-2100-3413 GENERAL EQUIPMENT MTCE/REPAIRS	3,600	2,025	3,900	300	8
01-2100-3425 BUNKER GEAR CLEANING/REPAIR	4,200	5,448	4,500	300	7
01-2100-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	800	527	-	(800)	(100)
01-2100-3710 INSURANCE (GENERAL)	17,700	18,102	17,900	200	1
01-2100-3712 WATER/SEWAGE	500	1,003	500	-	-
01-2100-3713 GAS (HEATING)	4,500	3,775	-	(4,500)	(100)
01-2100-3716 HYDRO (GENERAL SERVICE ) #1	3,300	2,184	-	(3,300)	(100)
01-2100-4127 INTERNAL INTEREST EXPENSE	143,500	74,179	24,900	(118,600)	(83)
01-2100-4220 EXTERNAL INTEREST EXPENSE	-	-	236,800		
01-2100-5210 TCA PURCHASES	7,322,800	5,150,536	198,000	(7,124,800)	(97)
01-2100-5212 TRANSFERS TO RESERVE FUND	-	1,175,000	-		
01-2100-5213 TRANSFER TO RESERVE	67,300	67,252	42,200	(25,100)	(37)
01-2100-5230 LONG TERM LOAN PAYMENTS	58,800	-	183,000		
01-2100-6000 AMORTIZATION EXPENSE - TCA	111,200	-	110,700	(500)	(0)
01-2100-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(111,200)	-	(110,700)	500	(0)
<b>Total 2100 Fire</b>	<b>899,500</b>	<b>2,697,371</b>	<b>1,149,000</b>	<b>249,500</b>	<b>28</b>
2110 1937 Chev Fire Truck					
01-2110-2410 FUEL/OPERATIONS	700	524	700	-	-

	2024	2024	2025	BUDGET	BUDGET
FIRE & EMERGENCY MEASURES	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>Total 2110 1937 Chev Fire Truck</b>	700	524	700	-	-
2112 1999 Pumper Rescue Truck					
01-2112-2410 FUEL/OPERATIONS	16,100	24,952	17,100	1,000	6
<b>Total 2112 1999 Pumper Rescue Truck</b>	16,100	24,952	17,100	1,000	6
2113 2024 Ford F250 @ Spacecap (prev 2002 Chev Rescue 1)					
01-2113-2410 FUEL/OPERATIONS	30,700	34,144	40,500	9,800	32
<b>Total 2113 2024 Ford F250 @ Spacecap (prev 2002 Chev</b>	30,700	34,144	40,500	9,800	32
2114 Boat and Trailer					
01-2114-2410 FUEL/OPERATIONS	2,500	2,022	2,300	(200)	(8)
<b>Total 2114 Boat and Trailer</b>	2,500	2,022	2,300	(200)	(8)
2115 2010 Ladder Truck					
01-2115-2410 FUEL/OPERATIONS	20,800	11,088	20,900	100	0
<b>Total 2115 2010 Ladder Truck</b>	20,800	11,088	20,900	100	0
2116 2021 Chev Silverado 4X4					
01-2116-2410 FUEL/OPERATIONS	5,300	6,214	5,500	200	4
<b>Total 2116 2021 Chev Silverado 4X4</b>	5,300	6,214	5,500	200	4
2117 2020 Engine Truck					
01-2117-2410 FUEL/OPERATIONS	11,400	12,987	12,300	900	8
<b>Total 2117 2020 Engine Truck</b>	11,400	12,987	12,300	900	8
2118 2025 GMC Sierra 2500 (Fire Squad Truck #905)					
01-2118-2410 FUEL/OPERATIONS	-	(230)	29,500		
<b>Total 2118 2025 GMC Sierra 2500 (Fire Squad Truck #905)</b>	-	(230)	29,500		
<b>2130 Emergency Measures</b>					
01-2130-2233 GENERAL SUPPLIES & EQUIPMENT	9,800	8,541	7,300	(2,500)	(26)
01-2130-3212 TELEPHONE	-	146	-	-	
01-2130-6000 AMORTIZATION EXPENSE - TCA	200	-	-	(200)	(100)
01-2130-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(200)	-	-	200	(100)
<b>Total 2130 Emergency Measures</b>	9,800	8,687	7,300	(2,500)	(26)
<b>TOTAL FIRE &amp; EMERGENCY MEASURES</b>	<b>996,800</b>	<b>2,797,759</b>	<b>1,285,100</b>	<b>288,300</b>	<b>29</b>

## SECTION 8 -- POLICE (Protective Inspection)



### Staffing Complement Includes:

- 1 Chief of Police
  - 1 Deputy Chief
  - 1 Police Sergeant
  - 12 Full-time Police Constables
  - 3 Part time Constables
  - 1 Full-time Special Constable
  - 1 Part-time Special Constable
  - 3 Auxiliary Constables
  - 5 Part-time Casual Prisoner - Cell Monitors
- 

The Hanover Police Service (HPS) is comprised of 15 full-time sworn police officers. The 15 full-time positions include the Chief, Deputy Chief, Sergeant, and 12 full-time Police Constables. HPS also has 3 part-time Police Constables, 1 full-time and 2 part-time Special Constable, 3 Auxiliary Constables and 5 part-time casual prisoner cell monitors.

HPS provides 24/7 police service in accordance with the Community Safety and Policing Act and Ministry standards ensuring that our residents and visitors remain safe and secure.

Our Service has civilian oversight in the form of the Hanover Police Services Board (Board) that is heavily regulated under provincial law. Along with the Board, HPS has many other provincial oversight bodies at the provincial level. These include the Special Investigations Unit, the Inspector General, Law Enforcement Complaints Agency, Privacy Commissioner, Human Rights Tribunal and the Solicitor General of Ontario.

### 2024 Program Highlights

- Our calls for service and our volume of prisoners have trended upward. In fact, our calls for service in 2023 totaled 5,567 total calls. This represents a 6 % increase from 2022 and another 14 percent from 2021. To date, our calls for service are trending higher than our 2023 totals. We are also pacing higher than usual prisoner counts.
- Our community and the surrounding communities continue to grow in population and our regional hub status becomes more significant; so, does our policing workloads and needs.
- HPS continues to process a significant number of criminal charges per officer and routinely is in the top 5 amongst the municipal police services in Ontario. Year-to-date, our officers have processed 1,031 criminal and drug charges with 6 weeks left in the calendar year. This charge count as compared to previous years demonstrates a substantial increase over 2023 when HPS processed 756 criminal and drug charges. This is an increase of 275 charges over the final numbers in 2023. The investigations and prosecutions related to these charges involve a

significant portion of our daily work and is more than double most of our comparator police services.

- Our successful social media account “X” provides our Service an opportunity to engage with many people, resulting in many successful investigations, warrant apprehensions and positive public interactions.
- Our Service continues to benefit from the recruitment of several new officers in recent years, who have brought a renewed energy and contributed to our great team culture. By hiring Police Cadets, HPS also realized significant savings in salary and benefit costs for the past several years.
- Recently HPS celebrated a 4-year partnership with Canadian Mental Health Association having MMHART (Mobile Mental Health and Addictions Response Team) co-work with our police officers responding to calls for service involving people in mental health crisis. As of April, because of the success and demonstrated need in Hanover, we now have a dedicated MMHART member assigned to focus on our community. This initiative has been a great success that will continue into 2025.
- HPS continues to utilize DEMS – Digital Evidence Management system which is a system to collect, store, retrieve and disclose digital evidence in an effective and efficient way that will meet the tests of courtroom scrutiny.
- In 2023, our Service joined Camsafe.ca to encourage residents and business owners to register their security cameras on that website so that police can quickly contact camera owners to solve a crime, find missing persons or identify other investigative leads. As of November, we have the 6<sup>th</sup> highest number of registrations of security / surveillance cameras in all of Ontario.

## **Budget Increases**

- Our Service continually looks for efficiencies in all areas of our organization that include processes and workflow to streamline our work while providing quality services at reasonable costs.
- In the 2025 budget, our Police Board approved a 12.7 percent overall increase resulting in a council ask of \$3,986,600. This dollar amount is the overall combination of HPS’ administration, operations, Board and capital budgets for 2025 and was scrutinized line by line by our Board members prior to their approval.
- It should be noted that most of these increases are attributed to salary and benefits with pay raises for our members, along with promotions of junior Constables working their way through to the senior Constable ranks and the hiring of 2 additional Constables to increase our frontline complement.
- As mentioned above, we are increasing our staffing to reflect our growing workloads and demands for police service. A Hanover Recruit Constable is currently in training at the Ontario Police College and will be operational in January 2025, as our 16<sup>th</sup>

full-time officer. A 17<sup>th</sup> full-time officer is also proposed in the 2025 budget as an experienced Constable with a targeted a hire date of June 2025. These positions will help us meet the service delivery needs and help ease workload demands and caseload files.

- HPS is slowly moving forward with additional staffing as we balance the increasing workloads against the increases to budget.
- As an example, the Smith Falls Police Service in eastern Ontario is a good comparator for us. They have a slightly higher population than the Town of Hanover with almost identical crime severity index numbers according to Stats Canada. The Smith Falls Police Service has 25 full-time police officers compared to our now budgeted 17 full-time police officers in 2025.

### **Goals and Objectives for 2025**

1. Continue to build our profile of the HPS by increasing our community engagement with community members, community partners and stakeholders.
2. Continue to hold those accountable for their criminal conduct to ensure that our community remains safer and more secure by properly managing our criminal element while providing a meaningful deterrent to others to prevent crime from occurring.
3. Continue to build on our social media presence with a user-friendly website that has on-line police reporting capabilities.
4. Continue to build and strengthen community relationships with other police services, community safety partners, stakeholders and community members.
5. Continued efforts to develop and train our members in all aspects of policing that include, criminal investigations, drug investigations, traffic related investigations, other provincial statutes investigations and other social disorder calls for service.
6. Continue to meet our budgetary goals while building our future reserve accounts that will provide ongoing sustainability in a mostly unpredictable environment.
7. Design and start construction of a new police station in the Downtown core, targeting demolition / construction start dates of late 2025 or early 2026.
8. Reinstate a crime unit position at some point in 2025, depending on frontline staffing requirements.
9. Ensure compliance with the new policing legislation introduced in April 2024, known as the Community Safety and Policing Act.

## Program Changes for 2025

- An additional 2 full time police officers to meet the growing demands on our community.
- Provide input and assist with the design and development of a new police facility to meet the needs of our community.

### LOOKING AHEAD

- We look forward to designing and the eventual build of our new Police Station.
- We have new legislation in April 2024 known as the Community Safety and Policing Act. This act replaces the Police Services Act.
- The Hanover Police Service continues to enjoy strong support from our community that we want to continue to build and strengthen in the future.
- Our Service continues to pivot as we react to the changes in legal processes, procedures, laws and crime trends.
- Our Service also enjoys a strong organizational reputation with our policing partners, our local Crown Attorney's office and other community safety partners. We want to continue to build on these partnerships and strengthen these relationships through 2025.



**POLICE SUMMARY**

**2025 INCREASE/DECREASE OVER 2024**

(MUNICIPALITIES SHARE ONLY)

**TOTAL**

BUDGET	2024	2025	NET	INC./DEC.
<b>POLICE SERVICES</b>	<b>\$3,537,200</b>	<b>\$3,916,600</b>	<b>\$379,400</b>	<b>10.73%</b>
Police-Admin	\$713,500	\$757,300	\$43,800	6.14%
Police-Patrol	\$2,776,200	\$3,069,100	\$292,900	10.55%
Police Board	\$47,500	\$90,200	\$42,700	89.89%
<b>Amount Required from Town</b>	<b>\$3,537,200</b>	<b>\$3,916,600</b>	<b>\$379,400</b>	<b>10.73%</b>

**2025 INCREASE/DECREASE OVER 2024**

(MUNICIPALITIES SHARE ONLY)

**OPERATING**

BUDGET	2024	2025	NET	INC./DEC.
<b>POLICE SERVICES</b>	<b>\$3,537,200</b>	<b>\$3,916,600</b>	<b>\$379,400</b>	<b>10.73%</b>
Police-Admin	\$713,500	\$757,300	\$43,800	6.14%
Police-Patrol	\$2,776,200	\$3,069,100	\$292,900	10.55%
Police Board	\$47,500	\$90,200	\$42,700	89.89%
	<b>\$3,537,200</b>	<b>\$3,916,600</b>	<b>\$379,400</b>	<b>10.73%</b>

\$379,400

**2025 INCREASE/DECREASE OVER 2024**

(MUNICIPALITIES SHARE ONLY)

**CAPITAL**

BUDGET	2024	2025	NET	INC./DEC.
<b>POLICE SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Police-Admin	\$0	\$0	\$0	0.00%
Police-Patrol	\$0	\$0	\$0	
Police Board	\$0	\$0	\$0	0.00%
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

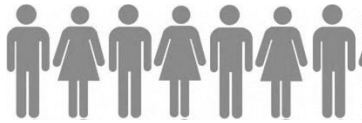
## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
HANOVER POLICE SERVICES				\$	%
<b>2220 Police Services - Administration</b>					
51-2220-1110 REGULAR SALARIES	419,700	390,297	451,500	31,800	8
51-2220-1111 PART-TIME SALARIES	127,100	93,522	133,500	6,400	5
51-2220-1112 OVERTIME (TIME & HALF)	13,000	11,029	14,000	1,000	8
51-2220-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(30,332)	-	-	-
51-2220-1510 EMPLOYEE BENEFITS	130,000	114,730	134,700	4,700	4
51-2220-1516 WSIB	13,100	12,017	14,200	1,100	8
51-2220-1519 EMPLOYEE ASSISTANCE PROGRAM	100	107	100	-	-
51-2220-3110 PROF.DEV./TRAINING/TRAVEL	8,000	7,677	8,000	-	-
51-2220-3128 SUBSCRIPTIONS & MEMBERSHIPS	300	252	300	-	-
51-2220-3425 CLOTHING ALLOWANCE	2,200	2,580	1,000	(1,200)	(55)
<b>Total 2220 Police Services - Administration</b>	<b>713,500</b>	<b>601,879</b>	<b>757,300</b>	<b>43,800</b>	<b>6</b>
<b>2230 Police Services - Patrol</b>					
51-2230-0518 DONATIONS	-	(500)	-	-	-
51-2230-0521 ONTARIO CONDITIONAL GRANTS	-	(37,003)	(28,000)	(28,000)	-
51-2230-0522 ONTARIO GRANTS - RIDE	(8,700)	(8,700)	(8,700)	-	-
51-2230-0537 MISC.REV,REPORTS,C.R. CHECKS	(15,000)	(10,639)	(15,000)	-	-
51-2230-0549 PROBATION/PAROLE	(2,000)	(2,100)	(2,000)	-	-
51-2230-0579 FEES/MISC. CHARGES	(5,000)	(680)	(5,000)	-	-
51-2230-0934 TRANSFER FROM RESERVES	(38,200)	(38,200)	-	38,200	(100)
<b>51-2230-0935 TRANSFER FROM TOWN OF HANOVER</b>	<b>(3,537,200)</b>	<b>(3,537,200)</b>	<b>(3,916,600)</b>	<b>(379,400)</b>	<b>10.73</b>
51-2230-1110 REGULAR SALARIES	1,479,300	1,158,586	1,624,800	145,500	10
51-2230-1111 PART-TIME SALARIES	193,000	112,996	209,100	16,100	8
51-2230-1112 OVERTIME (TIME & HALF)	95,000	74,391	95,000	-	-
51-2230-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(56,807)	-	-	-
51-2230-1510 EMPLOYEE BENEFITS	518,900	419,484	565,800	46,900	9
51-2230-1516 WSIB	46,900	39,699	54,200	7,300	16
51-2230-1519 EMPLOYEE ASSISTANCE PROGRAM	300	556	-	(300)	(100)
51-2230-2130 GENERAL STATIONERY SUPPLIES	5,500	1,305	5,500	-	-
51-2230-2214 UNIFORMS & CLOTHING	16,000	10,956	16,000	-	-
51-2230-2247 HEALTH AND SAFETY	800	-	800	-	-
51-2230-2415 PATROL SUPPLIES	8,000	4,848	8,000	-	-
51-2230-2577 CIVILIAN PRINTS - RCMP COSTS	1,000	525	1,000	-	-
51-2230-3008 LICENCES/LEASES/AGREEMENTS	41,800	27,517	41,800	-	-
51-2230-3110 PROF.DEV./TRAINING/TRAVEL	15,000	13,049	17,000	2,000	13
51-2230-3126 PRISONER MEALS & EXPENSES	2,000	1,371	2,000	-	-
51-2230-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,800	113	1,800	-	-
51-2230-3132 ACKNOWLEDGMENTS/PROMOTION	1,200	115	1,200	-	-
51-2230-3210 POSTAGE & COURIER	1,200	681	1,200	-	-
51-2230-3212 TELEPHONE & FAX	10,000	9,796	11,100	1,100	11
51-2230-3215 PRINTING & ADVERTISING	1,000	781	1,000	-	-
51-2230-3218 POLICE DISPATCHING SERVICE	130,000	113,974	137,700	7,700	6
51-2230-3219 CPIC/FOI REPORTS	10,000	-	10,000	-	-
51-2230-3325 COMPUTER SERVICES/SUPPLIES	25,000	32,390	42,000	17,000	68
51-2230-3410 BUILDINGS/GROUNDS/PROPERTY-MTCE	12,000	9,441	12,000	-	-
51-2230-3413 GENERAL EQUIPMENT MTCE/REPAIRS	7,500	482	7,500	-	-
51-2230-3427 BIKE PATROL	3,500	183	3,000	(500)	(14)
51-2230-3428 CRIMINAL/DRUG INVESTIGATIONS	8,000	4,605	8,000	-	-
51-2230-3517 CLEANING/JANITORIAL CONTRACT	13,500	13,410	14,000	500	4
51-2230-3538 RADIO OPERATIONS	3,000	-	2,000	(1,000)	(33)
51-2230-3620 COURT OFFICER CONTRACT-SHARED	37,000	32,500	38,800	1,800	5
51-2230-3623 MACHINERY RENTAL-"TOWN EQUIPMEN	-	90	-	-	-
51-2230-3710 INSURANCE (GENERAL)	39,000	40,188	44,200	5,200	13
51-2230-3712 WATER/SEWAGE	1,000	1,169	1,000	-	-
51-2230-3713 GAS (HEATING)	4,100	1,218	4,100	-	-
51-2230-3716 HYDRO (GENERAL SERVICE ) #1	8,500	5,160	8,500	-	-
51-2230-4110 BANK SERVICE CHARGES	100	378	100	-	-
51-2230-5210 TCA PURCHASES	-	10,498	-	-	-
51-2230-5213 TRANSFER TO RESERVE	5,000	5,000	5,000	-	-
51-2230-6000 AMORTIZATION EXPENSE - TCA	82,500	-	88,600	6,100	7

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
HANOVER POLICE SERVICES				\$	%
51-2230-6100 CHANGE IN INVESTMENT IN CAPITAL ASS	(82,500)	-	(88,600)	(6,100)	7
<b>Total 2230 Police Services - Patrol</b>	<b>(860,200)</b>	<b>(1,544,374)</b>	<b>(980,100)</b>	<b>(119,900)</b>	<b>14</b>
<b>2232 2025 Dodge Durango (former Ford Explorer #18-01)</b>					
51-2232-2410 FUEL/OPERATIONS	-	-	45,100	45,100	
<b>Total 2232 2025 Dodge Durango (former Ford Explore</b>	<b>-</b>	<b>-</b>	<b>45,100</b>	<b>45,100</b>	
<b>2233 2022 Dodge Durango (939)</b>					
51-2233-2410 FUEL/OPERATIONS	20,200	15,015	21,900	1,700	8
<b>Total 2233 2022 Dodge Durango (939)</b>	<b>20,200</b>	<b>15,015</b>	<b>21,900</b>	<b>1,700</b>	<b>8</b>
<b>2234 2023 Dodge Durango (363)</b>					
51-2234-2410 FUEL/OPERATIONS	20,500	18,729	23,300	2,800	14
<b>Total 2234 2023 Dodge Durango (363)</b>	<b>20,500</b>	<b>18,729</b>	<b>23,300</b>	<b>2,800</b>	<b>14</b>
<b>2235 2021 Dodge Charger #21-01</b>					
51-2235-2410 FUEL/OPERATIONS	18,000	20,323	21,000	3,000	
<b>Total 2235 2021 Dodge Charger #21-01</b>	<b>18,000</b>	<b>20,323</b>	<b>21,000</b>	<b>3,000</b>	
<b>2236 2020 Chev Silverado Truck #20-02</b>					
51-2236-2410 FUEL/OPERATIONS	18,500	14,424	21,300	2,800	15
<b>Total 2236 2020 Chev Silverado Truck #20-02</b>	<b>18,500</b>	<b>14,424</b>	<b>21,300</b>	<b>2,800</b>	<b>15</b>
<b>2237 2020 Ford Explorer Truck #20-01 with ALPR</b>					
51-2237-2410 FUEL/OPERATIONS	22,000	17,462	-	(22,000)	(100)
<b>Total 2237 2020 Ford Explorer Truck #20-01 with ALPR</b>	<b>22,000</b>	<b>17,462</b>	<b>-</b>	<b>(22,000)</b>	<b>(100)</b>
<b>2240 Police Services Board</b>					
51-2240-0934 TRANSFER FROM RESERVES	(30,000)	(277,098)	-	30,000	(100)
51-2240-1120 PER DIEMS	1,000	900	1,000	-	-
51-2240-1122 STIPENDS-BOARDS,COMMISS,COMM.	15,800	17,723	22,700	6,900	44
51-2240-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(1,724)	-	-	
51-2240-1510 EMPLOYEE BENEFITS	-	606	-	-	
51-2240-1516 WSIB	-	26	-	-	
51-2240-3110 PROF.DEV/TRAINING/TRAVEL	3,000	4,678	4,800	1,800	60
51-2240-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,500	250	1,000	(500)	(33)
51-2240-3132 ACKNOWLEDGMENTS/PROMOTION	700	305	500	(200)	(29)
51-2240-3143 MEETING & OFFICE EXPENSE	1,500	1,139	1,000	(500)	(33)
51-2240-3310 AUDIT SERVICE	4,000	-	4,200	200	5
51-2240-3311 LEGAL SERVICE	45,000	391,561	45,000	-	-
51-2240-3316 CONSULTANT FEES	5,000	3,726	10,000	5,000	100
<b>Total 2240 Police Services Board</b>	<b>47,500</b>	<b>142,092</b>	<b>90,200</b>	<b>42,700</b>	<b>90</b>
<b>Total Hanover Police Services</b>	<b>-</b>	<b>(436,852.00)</b>	<b>-</b>	<b>-</b>	

## SECTION 9 -- PUBLIC WORKS

### (Transportation)



Staffing Complement Includes:

- 1 Director of Public Works (40% Roads)
- 1 Public Works Foreman (50% Roads)
- 2 Full-time Public Works Operators
- 2 Seasonal Equipment Operators (as required)
- 2 Student Public Works Labourers
- Support staff provided by Utility Clerk and Administrative Assistant/Deputy Clerk

The Public Works Roads Department is responsible for roads/sidewalks, water distribution, sanitary collection and cemetery operations, including maintenance of the Town's storm sewers, municipal road system and parking lots, sidewalks, snow removal, street signs and street lighting.

### 2024 Program Highlights

- Maintained 48 km road system and 35 km of sidewalks with 1 grader, 1 loader, 1 backhoe, 2 snowplow/dump trucks, and 2 sidewalk machines.
- 3<sup>rd</sup> Street from 11<sup>th</sup> to 12<sup>th</sup> Avenue/12<sup>th</sup> Avenue south of 4<sup>th</sup> Street reconstruction including infrastructure replacement as well as curb and gutter.
- 2<sup>nd</sup> Street extension east of 18<sup>th</sup> Avenue to allow for entrance to new fire hall to be constructed with curb and gutter as well as sidewalk on the south side of the roadway.
- 21<sup>st</sup> Avenue north of 14<sup>th</sup> Street and 15<sup>th</sup> Street Close paving including replacement of road base, curb and gutter.
- Through contracted services, cleaned catch basins and flushed sanitary sewers for approximately one third of Town to continue on an annual rotating basis.
- Completed watermain flushing and hydrant maintenance as well as valve inspections.

### Goals and Objectives for 2025

1. 7<sup>th</sup> Street from 13<sup>th</sup> Avenue easterly reconstruction including infrastructure replacement as well as curb and gutter.
2. 24<sup>th</sup> Avenue (County Road No. 28) urbanization from 10<sup>th</sup> to 14<sup>th</sup> Street joint project with Grey County to include curb & gutter, sidewalk on the west side and street lighting.
3. Replacement of 2003 loader.

### Program Changes for 2025

- Winter maintenance for 2024/2025 to include Saugeen Cedar Heights West subdivision (west side of 24<sup>th</sup> Avenue) due to housing occupancy in the spring/summer/fall of 2024.

## LOOKING AHEAD

- Extensions of municipal infrastructure will be required to develop lands for future Industrial/Business Park Development.
- Further expenditure in replacement of aging roads maintenance equipment.

**ROADS SUMMARY****2025 INCREASE/DECREASE OVER 2024****(MUNICIPALITIES SHARE ONLY)****TOTAL**

BUDGET	2024	2025	NET	INC./DEC.
<b>ROADS</b>	<b>\$2,214,600</b>	<b>\$2,083,000</b>	<b>(\$131,600)</b>	<b>-5.94%</b>
Roadside Mtce	\$617,600	\$616,200	(\$1,400)	-0.23%
Roads-Equip	(\$54,400)	(\$76,500)	(\$22,100)	40.63%
Roads-Admin	\$1,255,000	\$1,140,800	(\$114,200)	-9.10%
Roads-Workshop	\$172,300	\$181,200	\$8,900	5.17%
Roads-Streetlights	\$122,300	\$117,000	(\$5,300)	-4.33%
Roads-Parking	\$101,800	\$104,300	\$2,500	2.46%
	<b>\$2,214,600</b>	<b>\$2,083,000</b>	<b>(\$131,600)</b>	<b>-5.94%</b>

**2025 INCREASE/DECREASE OVER 2024****(MUNICIPALITIES SHARE ONLY)****OPERATING**

BUDGET	2024	2025	NET	INC./DEC.
<b>ROADS</b>	<b>\$1,283,900</b>	<b>\$1,283,600</b>	<b>(\$300)</b>	<b>-0.02%</b>
Roadside Mtce	\$617,600	\$616,200	(\$1,400)	-0.23%
Roads-Equip	(\$54,400)	(\$126,500)	(\$72,100)	132.54%
Roads-Admin	\$324,300	\$391,400	\$67,100	20.69%
Roads-Workshop	\$172,300	\$181,200	\$8,900	5.17%
Roads-Streetlights	\$122,300	\$117,000	(\$5,300)	-4.33%
Roads-Parking	\$101,800	\$104,300	\$2,500	2.46%
	<b>\$1,283,900</b>	<b>\$1,283,600</b>	<b>(\$300)</b>	<b>-0.02%</b>

**2025 INCREASE/DECREASE OVER 2024****(MUNICIPALITIES SHARE ONLY)****CAPITAL**

BUDGET	2024	2025	NET	INC./DEC.
<b>ROADS</b>	<b>\$930,700</b>	<b>\$799,400</b>	<b>(\$131,300)</b>	<b>-14.11%</b>
Roadside Mtce	\$0	\$0	\$0	0.00%
Roads-Equip	\$0	\$50,000	\$50,000	0.00%
Roads-Admin	\$930,700	\$749,400	(\$181,300)	-19.48%
Roads-Workshop	\$0	\$0	\$0	
Roads-Streetlights	\$0	\$0	\$0	
Roads-Parking	\$0	\$0	\$0	
<b>TOTAL</b>	<b>\$930,700</b>	<b>\$799,400</b>	<b>(\$131,300)</b>	<b>-14.11%</b>

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PUBLIC WORKS - ROADS				\$	%
<b>3100 Sidewalk Maintenance - Summer</b>					
01-3100-1110 REGULAR SALARIES	10,600	8,428	11,000	400	4
01-3100-1111 PART-TIME SALARIES	1,100	2,575	3,400	2,300	209
01-3100-1112 OVERTIME (TIME & HALF)	-	165	-	-	-
01-3100-1510 EMPLOYEE BENEFITS	3,900	2,937	4,400	500	13
01-3100-1516 WSIB	300	327	400	100	33
01-3100-2240 MATERIALS	6,400	9,575	6,700	300	5
01-3100-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	9,800	6,078	10,200	400	4
<b>Total 3100 Sidewalk Maintenance - Summer</b>	<b>32,100</b>	<b>30,085</b>	<b>36,100</b>	<b>4,000</b>	<b>12</b>
<b>3101 Sidewalk Maintenance - Winter</b>					
01-3101-1110 REGULAR SALARIES	23,400	9,504	24,200	800	3
01-3101-1111 PART-TIME SALARIES	1,600	1,942	1,600	-	-
01-3101-1112 OVERTIME (TIME & HALF)	7,700	1,674	7,700	-	-
01-3101-1113 OVERTIME (DOUBLE)	-	251	-	-	-
01-3101-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(1,290)	-	-	-
01-3101-1510 EMPLOYEE BENEFITS	9,200	3,500	9,500	300	3
01-3101-1516 WSIB	1,000	393	1,000	-	-
01-3101-2240 MATERIALS	20,400	10,938	19,000	(1,400)	(7)
01-3101-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	24,000	14,392	25,000	1,000	4
<b>Total 3101 Sidewalk Maintenance - Winter</b>	<b>87,300</b>	<b>41,304</b>	<b>88,000</b>	<b>700</b>	<b>1</b>
<b>3102 Paved Roads - Resurfacing/Cold Mix</b>					
01-3102-1110 REGULAR SALARIES	11,000	6,657	11,400	400	4
01-3102-1111 PART-TIME SALARIES	2,200	53	500	(1,700)	(77)
01-3102-1112 OVERTIME (TIME & HALF)	-	35	-	-	-
01-3102-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(881)	-	-	-
01-3102-1510 EMPLOYEE BENEFITS	4,200	2,241	4,200	-	-
01-3102-1516 WSIB	400	199	400	-	-
01-3102-2240 MATERIALS	11,300	12,754	11,800	500	4
01-3102-3525 RESURFACING	89,400	74,587	89,400	-	-
01-3102-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	5,600	3,623	5,800	200	4
<b>Total 3102 Paved Roads - Resurfacing/Cold Mix</b>	<b>124,100</b>	<b>99,268</b>	<b>123,500</b>	<b>(600)</b>	<b>(0)</b>
<b>3103 Winter Control - Snow Plowing &amp; Removal</b>					
01-3103-1110 REGULAR SALARIES	11,800	4,238	12,200	400	3
01-3103-1111 PART-TIME SALARIES	4,700	1,282	2,200	(2,500)	(53)
01-3103-1112 OVERTIME (TIME & HALF)	7,700	2,173	7,700	-	-
01-3103-1113 OVERTIME (DOUBLE)	-	943	-	-	-
01-3103-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(35)	-	-	-
01-3103-1510 EMPLOYEE BENEFITS	5,300	2,156	5,200	(100)	(2)
01-3103-1516 WSIB	700	255	700	-	-
01-3103-2240 MATERIALS	1,600	682	1,600	-	-
01-3103-3509 RADIO/PAGER EQUIP LEASE	100	194	200	100	100
01-3103-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	23,400	11,058	24,300	900	4
01-3103-3624 MACHINERY RENTAL-"OUTSIDE"	6,500	1,206	4,600	(1,900)	(29)
<b>Total 3103 Winter Control - Snow Plowing &amp; Removal</b>	<b>61,800</b>	<b>24,152</b>	<b>58,700</b>	<b>(3,100)</b>	<b>(5)</b>

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PUBLIC WORKS - ROADS				\$	%
3104 Winter Control - Sanding, Salting & Sweeping					
01-3104-1110 REGULAR SALARIES	20,100	14,155	20,700	600	3
01-3104-1111 PART-TIME SALARIES	-	393	-	-	-
01-3104-1112 OVERTIME (TIME & HALF)	5,600	1,459	5,600	-	-
01-3104-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(297)	-	-	-
01-3104-1510 EMPLOYEE BENEFITS	7,600	4,882	8,000	400	5
01-3104-1516 WSIB	800	471	800	-	-
01-3104-2240 MATERIALS	67,800	35,375	62,400	(5,400)	(8)
01-3104-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	30,000	18,705	31,200	1,200	4
<b>Total 3104 Winter Control - Sanding, Salting &amp; Sweeping</b>	<b>131,900</b>	<b>75,143</b>	<b>128,700</b>	<b>(3,200)</b>	<b>(2)</b>
3105 Road Side Maintenance - Leaf Pickup,Tree Trimming,					
01-3105-1110 REGULAR SALARIES	23,900	22,454	24,700	800	3
01-3105-1111 PART-TIME SALARIES	14,700	6,540	13,400	(1,300)	(9)
01-3105-1112 OVERTIME (TIME & HALF)	1,400	453	1,400	-	-
01-3105-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(345)	-	-	-
01-3105-1510 EMPLOYEE BENEFITS	10,500	8,004	11,000	500	5
01-3105-1516 WSIB	1,200	866	1,200	-	-
01-3105-2240 MATERIALS	18,300	10,216	19,000	700	4
01-3105-3316 CONSULTANT FEES	-	140	-	-	-
01-3105-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	23,100	19,283	24,200	1,100	5
01-3105-3624 MACHINERY RENTAL-"OUTSIDE"	3,500	611	3,700	200	6
<b>Total 3105 Road Side Maintenance - Leaf Pickup,Tree Tr</b>	<b>96,600</b>	<b>68,222</b>	<b>98,600</b>	<b>2,000</b>	<b>2</b>
3106 Streetlights					
01-3106-0579 MISC REVENUE	(13,700)	(5,161)	(14,000)	(300)	2
01-3106-3432 TRANSFORMER STATION MAINTENANCE	20,000	-	21,000	1,000	5
01-3106-3535 STREET LIGHT REPAIRS/UPGRADES-GEN. SU	12,000	10,523	12,500	500	4
01-3106-3716 HYDRO (GENERAL SERVICE) #1	104,000	53,985	97,500	(6,500)	(6)
<b>Total 3106 Streetlights</b>	<b>122,300</b>	<b>59,347</b>	<b>117,000</b>	<b>(5,300)</b>	<b>(4)</b>
3108 Catchbasins/Storm Sewers					
01-3108-1110 REGULAR SALARIES	4,700	3,563	4,900	200	4
01-3108-1111 PART-TIME SALARIES	2,200	-	-	(2,200)	(100)
01-3108-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(105)	-	-	-
01-3108-1510 EMPLOYEE BENEFITS	2,000	1,170	1,700	(300)	(15)
01-3108-1516 WSIB	200	104	100	(100)	(50)
01-3108-2240 MATERIALS	5,600	765	4,000	(1,600)	(29)
01-3108-3525 CONTRACTED WORK	25,500	6,514	24,300		
01-3108-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	5,800	2,883	6,100	300	5
01-3108-3624 MACHINERY RENTAL-"OUTSIDE"	12,200	1,542	14,500	2,300	19
<b>Total 3108 Catchbasins/Storm Sewers</b>	<b>58,200</b>	<b>16,436</b>	<b>55,600</b>	<b>(2,600)</b>	<b>(4)</b>
3150 10th St/7th Ave Snow Removal (County - 50%)					
01-3150-0526 COUNTY OF GREY SUBSIDY - 50%	(18,000)	(4,645)	(18,700)	(700)	4
01-3150-1110 REGULAR SALARIES	10,000	1,302	10,400	400	4
01-3150-1111 PART-TIME SALARIES	-	355	-	-	-
01-3150-1112 OVERTIME (TIME & HALF)	5,300	664	5,300	-	-
01-3150-1510 EMPLOYEE BENEFITS	4,000	600	4,200	200	5
01-3150-1516 WSIB	400	69	500	100	25
01-3150-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	10,200	2,846	10,800	600	6
01-3150-3624 MACHINERY RENTAL-"OUTSIDE"	6,000	3,455	6,200	200	3
<b>Total 3150 10th St/7th Ave Snow Removal (County - 50%</b>	<b>17,900</b>	<b>4,646</b>	<b>18,700</b>	<b>800</b>	<b>4</b>



	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PUBLIC WORKS - ROADS				\$	%
3151 Traffic Lights & Markings (County Rd)					
01-3151-3716 HYDRO (GENERAL SERVICE ) #1	7,700	5,217	8,300	600	8
<b>Total 3151 Traffic Lights &amp; Markings (County Rd)</b>	<b>7,700</b>	<b>5,217</b>	<b>8,300</b>	<b>600</b>	<b>8</b>
3152 10th Street Sweep/Mtnce (County 100%)					
01-3152-0525 COUNTY OF GREY SUBSIDY-100%	(4,400)	(3,167)	(4,400)	-	-
01-3152-1110 REGULAR SALARIES	1,800	943	1,800	-	-
01-3152-1112 OVERTIME (TIME & HALF)	400	424	400	-	-
01-3152-1510 EMPLOYEE BENEFITS	700	439	700	-	-
01-3152-1516 WSIB	100	41	100	-	-
01-3152-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	1,400	1,320	1,400	-	-
<b>Total 3152 10th Street Sweep/Mtnce (County 100%)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
3153 7th Avenue (County 100%)					
01-3153-0525 COUNTY OF GREY SUBSIDY-100%	(3,400)	(1,903)	(3,500)	(100)	3
01-3153-1110 REGULAR SALARIES	1,800	749	1,800	-	-
01-3153-1112 OVERTIME (TIME & HALF)	200	251	200	-	-
01-3153-1510 EMPLOYEE BENEFITS	600	333	700	100	17
01-3153-1516 WSIB	100	30	100	-	-
01-3153-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	700	1,064	700	-	-
<b>Total 3153 7th Avenue (County 100%)</b>	<b>-</b>	<b>524</b>	<b>-</b>	<b>-</b>	<b>-</b>
3200 Town Equipment Use					
01-3200-0953 TOWN EQUIPMENT RENTAL RECOVERY	(207,700)	(147,217)	(259,500)	(51,800)	25
<b>Total 3200 Town Equipment Use</b>	<b>(207,700)</b>	<b>(147,217)</b>	<b>(259,500)</b>	<b>(51,800)</b>	<b>25</b>
3202 2021 International (Truck #2)					
01-3202-2410 FUEL/OPERATIONS	14,200	11,383	14,900	700	5
<b>Total 3202 2021 International (Truck #2)</b>	<b>14,200</b>	<b>11,383</b>	<b>14,900</b>	<b>700</b>	<b>5</b>
3203 2025 Chevy Silverado 3500 (Formerly 2015 Chev 3500 (Truck #3)					
01-3203-2410 FUEL/OPERATIONS	9,700	7,665	31,000	21,300	220
<b>Total 3203 2025 Chevy Silverado 3500 (Formerly 2015 C</b>	<b>9,700</b>	<b>7,665</b>	<b>31,000</b>	<b>21,300</b>	<b>220</b>
3205 2024 Chevy Silverado 1500					
01-3205-2410 FUEL & OPERATIONS	15,800	16,840	18,600	2,800	18
<b>Total 3205 2024 Chevy Silverado 1500</b>	<b>15,800</b>	<b>16,840</b>	<b>18,600</b>	<b>2,800</b>	<b>18</b>
3207 2018 Western Star (Truck #7)					
01-3207-2410 FUEL/OPERATIONS	14,000	14,842	15,000	1,000	7
<b>Total 3207 2018 Western Star (Truck #7)</b>	<b>14,000</b>	<b>14,842</b>	<b>15,000</b>	<b>1,000</b>	<b>7</b>
3209 2003 John Deere 770 Grader					
01-3209-2410 FUEL/OPERATIONS	7,000	3,007	7,100	100	1
<b>Total 3209 2003 John Deere 770 Grader</b>	<b>7,000</b>	<b>3,007</b>	<b>7,100</b>	<b>100</b>	<b>1</b>
3211 2003 CAT Loader					
01-3211-2410 OPERATIONS	7,800	13,054	2,800	(5,000)	(64)
01-3211-2411 FUEL (DISTRIBUTED)	16,000	9,901	17,000	1,000	6
01-3211-5213 TRANSFER TO RESERVES	31,200	31,200	40,000	8,800	28
<b>Total 3211 2003 CAT Loader</b>	<b>55,000</b>	<b>54,155</b>	<b>59,800</b>	<b>4,800</b>	<b>9</b>
3212 2018 MV4 Sidewalk Tractor					
01-3212-2410 FUEL/OPERATIONS	8,900	4,944	9,000	100	1
<b>Total 3212 2018 MV4 Sidewalk Tractor</b>	<b>8,900</b>	<b>4,944</b>	<b>9,000</b>	<b>100</b>	<b>1</b>
3213 Roads Equipment-Sweeper					
01-3213-2410 FUEL/OPERATIONS	6,900	6,799	7,200	300	4
<b>Total 3213 Roads Equipment-Sweeper</b>	<b>6,900</b>	<b>6,799</b>	<b>7,200</b>	<b>300</b>	<b>4</b>
3214 2023 Trackless Tractor					
01-3214-2410 FUEL/OPERATIONS	5,000	6,401	5,300	300	6
<b>Total 3214 2023 Trackless Tractor</b>	<b>5,000</b>	<b>6,401</b>	<b>5,300</b>	<b>300</b>	<b>6</b>

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PUBLIC WORKS - ROADS				\$	%
3215 2007 MT6 Trackless					
01-3215-2410 FUEL/OPERATIONS	4,600	1,636	3,700	(900)	(20)
<b>Total 3215 2007 MT6 Trackless</b>	<b>4,600</b>	<b>1,636</b>	<b>3,700</b>	<b>(900)</b>	<b>(20)</b>
3216 2017 Loader Backhoe					
01-3216-2410 FUEL/OPERATIONS	12,200	8,262	11,400	(800)	(7)
<b>Total 3216 2017 Loader Backhoe</b>	<b>12,200</b>	<b>8,262</b>	<b>11,400</b>	<b>(800)</b>	<b>(7)</b>
3225 Flower Planters - Public Works Inv - 100% DIA					
01-3225-0952 EQUIP.RENTAL FEES(INVOICING)	(15,700)	(9,961)	(16,300)	(600)	4
01-3225-1110 REGULAR SALARIES	400	267	400	-	-
01-3225-1111 PART-TIME SALARIES	8,800	4,037	9,100	300	3
01-3225-1112 OVERTIME (TIME & HALF)	-	51	-	-	
01-3225-1510 EMPLOYEE BENEFITS	1,000	553	1,100	100	10
01-3225-1516 WSIB	300	128	300	-	-
01-3225-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	5,200	4,926	5,400	200	4
<b>Total 3225 Flower Planters - Public Works Inv - 100% DIA</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	
3300 Road Construction Projects					
01-3300-0521 ONTARIO CONDITIONAL GRANT	(521,000)	(415,107)	(500,000)	21,000	(4)
01-3300-0526 CTY CONTRIBUTION OF TCA	-	-	(1,365,500)	(1,365,500)	
01-3300-0593 SOLAR ENERGY	(5,500)	(4,513)	(5,500)	-	-
01-3300-0932 GAS TAX	-	-	(330,000)	(330,000)	
01-3300-0934 TRANSFER FROM RESERVES	(161,300)	(32,214)	(300,000)		-
01-3300-0936 TRANSFER FROM RESERVE FUND	(199,100)	(15,311)	-		
01-3300-0998 CONTRIBUTED / DONATED ASSETS	-	(12,375)	-		
01-3300-0999 PROCEEDS ON TCA DISPOSALS	-	(1,600)	(30,000)	(30,000)	
01-3300-5210 TCA PURCHASES	1,812,100	2,256,692	3,324,900	1,512,800	83
01-3300-5213 TRANSFER TO RESERVE	75,000	75,000	75,000	-	-
01-3300-6000 AMORTIZATION EXPENSE - TCA	926,000	-	841,600	(84,400)	(9)
01-3300-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(926,000)	-	(841,600)	84,400	(9)
<b>Total 3300 Road Construction Projects</b>	<b>1,000,200</b>	<b>1,850,572</b>	<b>868,900</b>	<b>(131,300)</b>	<b>(13)</b>
3400 Roads - General Administration					
01-3400-0579 MISC FEES/CHARGES	-	(8,958)	(1,500)	(1,500)	
01-3400-0934 TRANSFER FROM RESERVES	-	(3,740)	(7,500)	(7,500)	
01-3400-1110 REGULAR SALARIES	149,200	142,462	169,200	20,000	13
01-3400-1111 PART-TIME SALARIES	1,200	2,933	3,200	2,000	167
01-3400-1112 OVERTIME (TIME & HALF)	-	161	-	-	
01-3400-1113 OVERTIME (DOUBLE)	-	13	-	-	
01-3400-1125 MEAL ALLOWANCES (UNION)	3,300	1,560	2,800	(500)	(15)
01-3400-1127 PAGER/ON-CALL PAY	9,400	8,040	9,800	400	4
01-3400-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(10,267)	-	-	
01-3400-1510 EMPLOYEE BENEFITS	44,100	38,431	50,900	6,800	15
01-3400-1516 WSIB	4,700	5,386	5,500	800	17
01-3400-1519 EMPLOYEE ASSISTANCE PROGRAM	-	134	-	-	
01-3400-2214 UNIFORMS & CLOTHING	2,400	1,135	2,500	100	4
01-3400-2410 FUEL/OPERATIONS-2019 Chev Silverado 15	6,500	4,122	6,800	300	5
01-3400-2423 RADIO LICENCE	1,200	1,074	1,200	-	-
01-3400-3110 PROF.DEV./TRAINING/TRAVEL	7,400	3,771	5,100	(2,300)	(31)
01-3400-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,800	1,809	1,800	-	-
01-3400-3215 PRINTING AND ADVERTISING	1,000	114	200	(800)	(80)
01-3400-3307 INSURANCE CLAIM SETTLEMENTS	-	400	-	-	
01-3400-3310 AUDIT SERVICE	6,100	2,711	6,400	300	5
01-3400-3315 ENGINEERING	2,600	5,461	5,000	2,400	92
01-3400-3325 COMPUTER SUPPLIES & SERVICE	5,400	4,072	2,100	(3,300)	(61)
01-3400-3721 CURLING CLUB LEASE	3,500	3,315	3,400	(100)	(3)

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PUBLIC WORKS - ROADS				\$	%
01-3400-5213 TRANSFER TO RESERVE	5,000	5,000	5,000	-	-
<b>Total 3400 Roads - General Administration</b>	<b>254,800</b>	<b>209,139</b>	<b>271,900</b>	<b>17,100</b>	<b>7</b>
3500 Roads - Workshop					
01-3500-1110 REGULAR SALARIES	12,500	5,333	10,400	(2,100)	(17)
01-3500-1111 PART-TIME SALARIES	-	519	1,000	1,000	
01-3500-1112 OVERTIME (TIME & HALF)	-	361	-		
01-3500-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(596)	-	-	
01-3500-1510 EMPLOYEE BENEFITS	4,500	1,834	3,900	(600)	(13)
01-3500-1516 WSIB	400	181	300	(100)	(25)
01-3500-3212 TELEPHONE	300	176	300	-	-
01-3500-3410 PROPERTY MAINTENANCE/PURCHASES	6,600	5,775	6,800	200	3
01-3500-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	-	271	-		
01-3500-3710 INSURANCE (GENERAL)	144,100	140,371	154,400	10,300	7
01-3500-3712 WATER/SEWAGE	400	344	400	-	-
01-3500-3713 GAS (HEATING)	1,300	702	1,300	-	-
01-3500-3716 HYDRO (GENERAL SERVICE ) #1	2,200	1,284	2,400	200	9
<b>Total 3500 Roads - Workshop</b>	<b>172,300</b>	<b>156,555</b>	<b>181,200</b>	<b>8,900</b>	<b>5</b>
3700 Parking - Winter Maintenance					
01-3700-1110 REGULAR SALARIES	11,200	2,664	11,600	400	4
01-3700-1112 OVERTIME (TIME & HALF)	1,100	355	1,100	-	-
01-3700-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(30)	-	-	
01-3700-1510 EMPLOYEE BENEFITS	4,000	914	4,300	300	8
01-3700-1516 WSIB	400	89	400	-	-
01-3700-2240 MATERIALS	9,400	5,647	8,700	(700)	(7)
01-3700-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	4,400	2,750	4,600	200	5
01-3700-3624 MACHINERY RENTAL-"OUTSIDE"	7,600	4,045	5,800	(1,800)	(24)
<b>Total 3700 Parking - Winter Maintenance</b>	<b>38,100</b>	<b>16,434</b>	<b>36,500</b>	<b>(1,600)</b>	<b>(4)</b>
3701 Parking Bylaw Enforcement/Summer Mtc.					
01-3701-0593 EV CHARGERS (Usage)	(2,800)	(198)	(300)		
01-3701-0846 PARKING VIOLATIONS	(3,000)	(2,000)	(3,000)	-	-
01-3701-0999 PROCEEDS ON TCA DISPOSALS	-	(1,800)	-		
01-3701-1110 REGULAR SALARIES	32,200	23,608	33,900	1,700	5
01-3701-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(750)	-	-	
01-3701-1510 EMPLOYEE BENEFITS	11,100	9,515	11,800	700	6
01-3701-1516 WSIB	900	836	1,000	100	11
01-3701-2233 GENERAL SUPPLIES & EQUIPMENT	5,600	5,757	5,800		
01-3701-2410 FUEL/OPERATIONS	8,500	9,778	9,700	1,200	14
01-3701-3525 PARKING BYLAW PROSECUTION	300	-	300	-	-
01-3701-3533 STREET PAINTING CONTRACT	1,900	1,826	1,900	-	-
01-3701-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	-	605	-		
01-3701-3726 TAXES - P.I.L.	9,000	6,386	6,700	(2,300)	(26)
<b>Total 3701 Parking Bylaw Enforcement/Summer Mtc.</b>	<b>63,700</b>	<b>53,563</b>	<b>67,800</b>	<b>4,100</b>	<b>6</b>
<b>Total Public Works - Roads</b>	<b>2,214,600</b>	<b>2,699,325</b>	<b>2,083,000</b>	<b>(131,600)</b>	<b>(6)</b>

## SECTION 10 – CEMETERY (Health Services)



Staffing Complement Includes:

- 1 Caretaker (seasonal full time)
- 1 Attendant (seasonal part time)

Public Works Roads staff dig graves and provide winter operation for year-round burials

Purchase of plots and niches as well as burials is arranged through Administrative Assistant/Deputy Clerk

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The Public Works Roads Department is responsible for operations of the Hanover Cemetery.

### 2024 Program Highlights

- Maintain grounds of Hanover Cemetery with use of 2 commercial lawn tractors, 1 tractor loader and weed trimmers.
- Replacement of foundations of old deteriorating monument bases that have become unsafe.
- Arrange for annual decoration service provided by the Hanover Legion.
- Installation of concrete base for four future columbariums.
- Purchase and implement cemetery management software program for digital tracking of grave site and nice ownership, as well as sites available to ensure accurate tracking and mapping.
- Replacement of 2012 Steiner mower.

### Goals and Objectives for 2024

1. 48 niche columbarium ordered in 2024, delivery and installation scheduled for spring 2025.

### Program Changes for 2025

- No changes for 2025.

### LOOKING AHEAD

- Continuation of sale of plots and niches as per regulations within cemetery lands.
- Replacement of mowers and equipment to adequately provide cemetery maintenance.

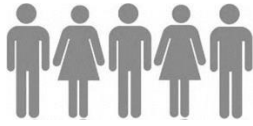
## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
CEMETERY	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>5200 Hanover Cemetery</b>					
01-5200-0579 FEES/MISC. CHARGES	(8,200)	(6,180)	(8,500)	(300)	4
01-5200-0647 GRAVE OPENINGS-CURRENT	(34,300)	(22,644)	(29,000)	5,300	(15)
01-5200-0648 GRAVE OPENINGS- PREPAID	(10,800)	(14,101)	(11,000)	(200)	2
01-5200-0649 STORAGE VAULT CHARGES	(900)	(225)	(700)	200	(22)
01-5200-0666 CEMETERY PLOTS	(15,600)	(16,092)	(16,200)	(600)	4
01-5200-0668 COLUMBARIUM-NICHE SALE	(26,000)	(9,846)	(24,100)	1,900	(7)
01-5200-0934 TRANSFER FROM RESERVES	(135,000)	(32,170)	-	135,000	(100)
01-5200-0935 TRANSFER FROM TRUST FUND	(6,500)	(8,172)	(10,000)	(3,500)	54
01-5200-0999 PROCEEDS ON TCA DISPOSALS	(5,000)	(7,750)	-	5,000	
01-5200-1110 REGULAR SALARIES	16,500	18,764	17,300	800	5
01-5200-1111 PART-TIME SALARIES	49,200	46,679	55,400	6,200	13
01-5200-1112 OVERTIME (TIME & HALF)	1,500	178	-	(1,500)	(100)
01-5200-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(712)	-	-	
01-5200-1510 EMPLOYEE BENEFITS	9,900	14,378	16,100	6,200	63
01-5200-1516 WSIB	1,900	1,930	2,200	300	16
01-5200-1519 EMPLOYEE ASSISTANCE PROGRAM	-	27	-	-	
01-5200-2214 UNIFORMS & CLOTHING	500	721	500	-	-
01-5200-2223 MACHINERY GAS,OIL,REPAIRS	7,000	4,427	7,300	300	4
01-5200-2427 LICENSE (BASED ON BURIALS)	2,700	1,449	2,700	-	-
01-5200-3110 PROF.DEV/TRAINING/TRAVEL/MEMBERSHIP	2,300	1,902	2,000	(300)	(13)
01-5200-3212 TELEPHONE	100	158	200	100	100
01-5200-3325 COMPUTER SERVICES/SUPPLIES	30,200	163	200	(30,000)	(99)
01-5200-3408 NICHE ENGRAVING	4,900	2,730	5,000	100	2
01-5200-3409 MARKER/MONUMENT MAINTENANCE	11,400	8,297	12,000	600	5
01-5200-3410 PROPERTY MAINTENANCE/PURCHASES	8,300	7,484	8,600	300	4
01-5200-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	11,200	8,471	11,600	400	4
01-5200-3710 INSURANCE (GENERAL)	2,500	2,594	2,800	300	12
01-5200-3716 HYDRO (GENERAL SERVICE ) #1	1,300	590	1,500	200	15
01-5200-3830 REPURCHASE/PRE-NEED REFUND	2,200	1,332	2,200	-	-
01-5200-5210 TCA PURCHASES	110,000	42,422	-	(110,000)	
01-5200-5213 TRANSFER TO RESERVE	12,200	9,200	12,200	-	-
01-5200-6000 AMORTIZATION EXPENSE - TCA	6,500	-	5,800	(700)	(11)
01-5200-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(6,500)	-	(5,800)	700	(11)
<b>Total 5200 Hanover Cemetery</b>	<b>43,500</b>	<b>56,004</b>	<b>60,300</b>	<b>16,800</b>	<b>39</b>

## SECTION 11 -- WATER & WASTEWATER

### (Environmental)

#### Public Works – Water/Wastewater



#### Staffing Complement Includes:

- 1 Director of Public Works (30% Water) (30% Wastewater)
- 1 Public Works Foreman (20% water) (20% Wastewater)
- 1 Chief Operator – Water/Wastewater
- 4 Full-Time Operators – Water/Wastewater
- Support staff provided by Utility Clerk and Administrative Assistant/Deputy Clerk

The Public Works Water/Wastewater Department is responsible for delivering clean, reliable and safe water to residences and businesses in the Town as well as properties in Brockton north of the Saugeen River on the west side of 7<sup>th</sup> Avenue. The wastewater treatment plant is located at 718 7<sup>th</sup> Avenue and provides wastewater treatment to the same service area as the water system with effluent discharge to the Saugeen River.

#### 2024 Program Highlights

- Tendering of new 7<sup>th</sup> Avenue water tower with construction to commence in spring 2025.
- Continuation of Environmental Assessment (EA) for Wastewater Treatment Plant to allow for future growth over the next 30 years.
- Submission and provincial funding approval under the Housing-Enabling Water Systems Fund (HEWSF) in the amount of \$1,901,825 for interim upgrades of the wastewater treatment plant to increase the plant's rated capacity to support new development in town.
- Award of tender for new System Control and Data Acquisition (SCADA) for Water Treatment Plant, Ruhl Lake, 14<sup>th</sup> Street water tower, Well No. 1 & 2 to be completed in 2025.
- Commence Environmental Assessment (EA) to provide for serving for development of industrial lands north of the Saugeen River to be completed in 2025.
- 3<sup>rd</sup> Street from 11<sup>th</sup> to 12<sup>th</sup> Avenue/12<sup>th</sup> Avenue south of 4<sup>th</sup> Street water and sanitary infrastructure replacement.

#### Goals and Objectives for 2025

1. Completion of Environmental Assessment (EA) for Wastewater Treatment Plant expansion.
2. Tendering and construction of interim upgrades for the Wastewater Treatment Plant to provide for increased plant capacity.
3. Provide documentation for Ministry of the Environment, Conservation and Parks (MECP) based upon plant stress testing to rerate capacity of current Wastewater Treatment Plant.
4. Complete SCADA system upgrade at Water Treatment Plant as well as upgrades for Ruhl Lake, 14<sup>th</sup> Street water tower and Well No. 1 & 2 sites.

5. Construction of new 7<sup>th</sup> Avenue water tower based upon 18-month construction schedule to be completed in 2026.
6. 7<sup>th</sup> Street from 13<sup>th</sup> Avenue easterly water and sanitary infrastructure replacement.
7. 24<sup>th</sup> Avenue (County Road No. 28) sanitary sewer extension to provide servicing to lands on the east side of 24<sup>th</sup> avenue in conjunction with the 10<sup>th</sup> to 14<sup>th</sup> Street urbanization projects.

### **Program Changes for 2025**

- No changes for 2025.

### **LOOKING AHEAD**

- Details of Environmental Assessment (EA) for Wastewater Treatment Plant regarding proposed timelines for expansion of Wastewater Treatment Plant.
- Servicing of lands north of the Saugeen River.

**2025 BUDGET**  
**USER CHARGES (NO TAX LEVY REQUIRED)**  
**2024 AND 2025 OPERATING AND CAPITAL ANALYSIS**

<b>GROSS EXPENDITURES</b>	<b>2024</b>	<b>2024</b>	<b>2024</b>	<b>2025</b>	<b>2025</b>	<b>2025</b>
<b>DEPARTMENT</b>	<b>OPERATING BUDGET</b>	<b>CAPITAL BUDGET</b>	<b>TOTAL BUDGET</b>	<b>OPERATING BUDGET</b>	<b>CAPITAL BUDGET</b>	<b>TOTAL BUDGET</b>
<b>WATERWORKS</b>						
Waterworks Administration	280,900		280,900	309,200	-	309,200
Pumping Stations	78,000	-	78,000	103,000	-	103,000
Waterworks Distribution	353,800	1,388,500	1,742,300	666,800	6,880,000	7,546,800
Waterworks Metering	45,000	-	45,000	37,100	-	37,100
Water Treatment Plant	931,300	870,000	1,801,300	967,700	368,000	1,335,700
<b>Sub-Total</b>	<b>1,689,000</b>	<b>2,258,500</b>	<b>3,947,500</b>	<b>2,083,800</b>	<b>7,248,000</b>	<b>9,331,800</b>
<b>SEWAGE</b>						
Sewage Plant Administration	274,600	-	274,600	295,700	-	295,700
Sewage Plant Operations	967,300	760,000	1,727,300	1,067,600	2,360,500	3,428,100
Sanitary Sewers	362,000	275,400	637,400	252,100	493,500	745,600
<b>Sub-Total</b>	<b>1,603,900</b>	<b>1,035,400</b>	<b>2,639,300</b>	<b>1,615,400</b>	<b>2,854,000</b>	<b>4,469,400</b>
<b>TOTAL EXPENDITURES</b>	<b>3,292,900</b>	<b>3,293,900</b>	<b>6,586,800</b>	<b>3,699,200</b>	<b>10,102,000</b>	<b>13,801,200</b>

<b>GROSS REVENUES</b>	<b>2024</b>	<b>2024</b>	<b>2024</b>	<b>2025</b>	<b>2025</b>	<b>2025</b>
<b>DEPARTMENT</b>	<b>OPERATING BUDGET</b>	<b>CAPITAL BUDGET</b>	<b>TOTAL BUDGET</b>	<b>OPERATING BUDGET</b>	<b>CAPITAL BUDGET</b>	<b>TOTAL BUDGET</b>
<b>WATERWORKS</b>						
Previous Year (Surplus) Deficit	-	-	-	-	-	-
Waterworks - Non-User Fees	(35,300)	(1,635,000)	(1,670,300)	(26,000)	(6,600,000)	(6,626,000)
<b>Waterworks - User Fees</b>	<b>(1,653,700)</b>	<b>(623,500)</b>	<b>(2,277,200)</b>	<b>(2,057,800)</b>	<b>(648,000)</b>	<b>(2,705,800)</b>
<b>Sub-Total</b>	<b>(1,689,000)</b>	<b>(2,258,500)</b>	<b>(3,947,500)</b>	<b>(2,083,800)</b>	<b>(7,248,000)</b>	<b>(9,331,800)</b>
<b>SEWAGE</b>						
Previous Year (Surplus) Deficit	-	-	-	-	-	-
Sewage - Non-User Fees	(3,300)	(100,000)	(103,300)	-	(1,487,400)	(1,487,400)
<b>Sewage - User Fees</b>	<b>(1,600,600)</b>	<b>(935,400)</b>	<b>(2,536,000)</b>	<b>(1,615,400)</b>	<b>(1,366,600)</b>	<b>(2,982,000)</b>
<b>Sub-Total</b>	<b>(1,603,900)</b>	<b>(1,035,400)</b>	<b>(2,639,300)</b>	<b>(1,615,400)</b>	<b>(2,854,000)</b>	<b>(4,469,400)</b>
<b>TOTAL REVENUES</b>	<b>(3,292,900)</b>	<b>(3,293,900)</b>	<b>(6,586,800)</b>	<b>(3,699,200)</b>	<b>(10,102,000)</b>	<b>(13,801,200)</b>



## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
USER FEES - Water				\$	%
<b>4300 Waterworks Revenue</b>					
01-4300-0161 WATER REVENUE	(2,200,100)	(1,906,836)	(2,618,300)	(418,200)	19
01-4300-0579 MISC FEES/CHARGES	(5,000)	(19,886)	(5,000)	-	-
01-4300-0645 WATER SPRINKLER CHARGES	(43,600)	(44,616)	(53,500)	(9,900)	23
01-4300-0653 WATER CONNECT/DISCONNECT FEE	(5,000)	(5,303)	(5,000)	-	-
01-4300-0667 SALE OF WATER METERS	(22,000)	(27,347)	(22,000)	-	-
01-4300-0991 BULK WATER SALES	(1,500)	(4,773)	(2,000)	(500)	33
<b>Total 4300 Waterworks Revenue</b>	<b>(2,277,200)</b>	<b>(2,008,761)</b>	<b>(2,705,800)</b>	<b>(428,600)</b>	<b>19</b>
4310 Waterworks Pumping Stations					
01-4310-3432 WATERWORKS STATION MTCE/REPAIRS	500	-	500	-	-
01-4310-3716 HYDRO (GENERAL SERVICE ) #1	1,200	1,311	1,500	300	25
01-4310-3726 TAXES - P.I.L	2,800	2,629	2,800	-	-
<b>Total 4310 Waterworks Pumping Stations</b>	<b>4,500</b>	<b>3,940</b>	<b>4,800</b>	<b>300</b>	<b>7</b>
4320 Pumping Station Ruhl Lake					
01-4320-3432 WATERWORKS STATION MTCE/REPAIR	1,100	1,712	2,200	1,100	100
01-4320-3716 HYDRO (GENERAL SERVICE ) #1	29,000	17,076	32,000	3,000	10
01-4320-3719 TAXES-BROCKTON (BRANT)	1,100	1,131	1,200	100	9
<b>Total 4320 Pumping Station Ruhl Lake</b>	<b>31,200</b>	<b>19,919</b>	<b>35,400</b>	<b>4,200</b>	<b>13</b>
4340 Deep Well #1 & 2					
01-4340-3432 WATERWORKS STATION MTCE/REPAIR	2,000	5,769	22,000	20,000	1,000
01-4340-3716 HYDRO (GENERAL SERVICE ) #1	32,000	15,856	32,000	-	-
01-4340-3719 TAXES-BROCKTON (BRANT)	1,100	1,100	1,200	100	9
<b>Total 4340 Deep Well #1 &amp; 2</b>	<b>35,100</b>	<b>22,725</b>	<b>55,200</b>	<b>20,100</b>	<b>57</b>
<b>4350 Water Towers</b>					
01-4350-3432 WATERWORKS STATION MTCE/REPAIR	1,600	3,843	2,000	400	25
01-4350-3716 HYDRO (GENERAL SERVICE ) #1	5,400	3,130	5,400	-	-
01-4350-3726 TAXES - P.I.L	200	119	200	-	-
<b>Total 4350 Water Towers</b>	<b>7,200</b>	<b>7,092</b>	<b>7,600</b>	<b>400</b>	<b>6</b>
4370 2025 Chev Silverado V6					
01-4370-2410 FUEL/OPERATIONS	9,500	9,118	20,000	10,500	111
<b>Total 4370 2025 Chevy Silverado V6</b>	<b>9,500</b>	<b>9,118</b>	<b>20,000</b>	<b>10,500</b>	<b>111</b>
4380 2024 Ford F-350 (Truck 10)					
01-4380-0953 TOWN EQUIPMENT RENTAL RECOVERY	(32,000)	(20,774)	(26,000)	6,000	(19)
01-4380-2410 FUEL/OPERATIONS	30,700	8,748	36,500	5,800	19
<b>Total 4380 2024 Ford F-350 (Truck 10)</b>	<b>(1,300)</b>	<b>(12,026)</b>	<b>10,500</b>	<b>11,800</b>	<b>(908)</b>
<b>4400 Waterworks Distribution</b>					
01-4400-0511 CANADA CONDITIONAL GRANTS	-	-	(2,000,000)		
01-4400-0521 ONTARIO CONDITIONAL GRANTS	-	-	(1,666,000)		
01-4400-0873 DEVELOPER'S CONTRIBUTION	(35,000)	-	-	35,000	(100)
01-4400-0936 TRANSFER FROM RESERVE FUND	(1,000,000)	-	(2,934,000)	(1,934,000)	193
01-4400-1110 REGULAR SALARIES	46,100	34,558	42,600	(3,500)	(8)
01-4400-1111 PART-TIME SALARIES	1,100	193	-	(1,100)	(100)
01-4400-1112 OVERTIME (TIME & HALF)	1,900	616	1,900	-	-
01-4400-1113 OVERTIME (DOUBLE)	-	130	-	-	-
01-4400-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)	-	(711)	-	-	-
01-4400-1510 EMPLOYEE BENEFITS	16,600	11,148	15,500	(1,100)	(7)
01-4400-1516 WSIB	1,400	1,045	1,300	(100)	(7)

	2024	2024	2025	BUDGET	BUDGET
USER FEES - Water	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
01-4400-2214 UNIFORMS & CLOTHING	1,200	460	1,200	-	-
01-4400-2240 MATERIALS	30,000	12,077	31,200	1,200	4
01-4400-3110 PROF.DEV./TRAINING/TRAVEL	4,800	5,464	3,400	(1,400)	(29)
01-4400-3128 SUBSCRIPTIONS & MEMBERSHIPS	-	50	-		
01-4400-3212 TELEPHONE	600	523	600	-	-
01-4400-3428 FIRE HYDRANT MTCE/REPAIRS	3,300	1,024	3,400	100	3
01-4400-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	30,400	16,910	32,000	1,600	5
01-4400-3624 MACHINERY RENTAL-"OUTSIDE"	17,200	31,680	18,000	800	5
01-4400-3712 WATER/SEWAGE	400	344	400	-	-
01-4400-3713 GAS (HEATING)	1,600	702	1,600	-	-
01-4400-3716 HYDRO (GENERAL SERVICE ) #1	2,700	1,284	2,500	(200)	(7)
01-4400-5210 TCA PURCHASES	1,388,500	191,423	6,880,000	5,491,500	395
01-4400-5212 TRANSFER TO RESERVE FUND	154,300	-	454,700	300,400	195
<b>Total 4400 Waterworks Distribution</b>	<b>667,100</b>	<b>308,920</b>	<b>890,300</b>	<b>223,200</b>	<b>33</b>
<b>4410 Waterworks Administration</b>					
01-4410-0934 TRANSFER FROM RESERVES	(3,300)	-	-		
01-4410-1110 REGULAR SALARIES	137,000	113,851	153,800	16,800	12
01-4410-1127 PAGER PAY	3,100	2,680	3,300	200	6
01-4410-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(2,871)	-	-	
01-4410-1510 EMPLOYEE BENEFITS	37,800	25,589	42,700	4,900	13
01-4410-1516 WSIB	3,900	3,286	4,500	600	15
01-4410-2130 OFFICE & STATIONERY SUPPLIES	6,500	5,352	6,800	300	5
01-4410-2410 FUEL/OPERATIONS	1,600	1,374	1,700	100	6
01-4410-3210 POSTAGE & FAX	8,200	6,767	8,200	-	-
01-4410-3310 AUDIT SERVICE	8,100	6,164	8,500	400	5
01-4410-3316 CONSULTANTS FEES	9,000	1,730	15,900	6,900	77
01-4410-3325 COMPUTER SERVICES/SUPPLIES	3,500	538	500	(3,000)	(86)
01-4410-4126 ADMINISTRATION FEE (INTERNAL)	52,200	52,200	53,300	1,100	2
01-4410-5213 TRANSFER TO RESERVE	10,000	10,000	10,000	-	-
<b>Total 4410 Waterworks Administration</b>	<b>277,600</b>	<b>226,660</b>	<b>309,200</b>	<b>31,600</b>	<b>11</b>
<b>4420 Water Meters</b>					
01-4420-1110 REGULAR SALARIES	8,200	8,438	8,400	200	2
01-4420-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(286)	-		
01-4420-1510 EMPLOYEE BENEFITS	2,800	2,727	2,900	100	4
01-4420-1516 WSIB	200	249	300	100	50
01-4420-2214 UNIFORMS & CLOTHING	500	36	500	-	-
01-4420-2322 WATER METERS	33,300	10,615	25,000	(8,300)	(25)
<b>Total 4420 Water Meters</b>	<b>45,000</b>	<b>21,779</b>	<b>37,100</b>	<b>(7,900)</b>	<b>(18)</b>

	2024	2024	2025	BUDGET	BUDGET
USER FEES - Water	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>4430 Water Treatment Plant</b>					
01-4430-0934 TRANSFER FROM RESERVES	-	(2,336)	-		
01-4430-0936 TRANSFER FROM RESERVE FUND	(600,000)	-	-	600,000	(100)
01-4430-1110 REGULAR SALARIES	191,800	122,284	194,400	2,600	1
01-4430-1111 PART-TIME SALARIES	100	54	-	(100)	(100)
01-4430-1112 OVERTIME (TIME & HALF)	7,000	4,453	7,000	-	-
01-4430-1113 OVERTIME (DOUBLE)	-	354	-	-	
01-4430-1127 PAGER PAY	4,600	3,975	4,900	300	7
01-4430-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(4,591)	-	-	
01-4430-1510 EMPLOYEE BENEFITS	67,000	39,825	69,500	2,500	4
01-4430-1516 WSIB	6,000	3,773	6,200	200	3
01-4430-1519 EMPLOYEE ASSISTANCE PROGRAM	-	54	-	-	
01-4430-2214 UNIFORMS & CLOTHING	2,300	359	2,300	-	-
01-4430-2221 LAB SUPPLIES	2,700	2,732	2,800	100	4
01-4430-2233 GENERAL SUPPLIES & EQUIPMENT	17,000	7,534	11,700	(5,300)	(31)
01-4430-2510 CHLORINE & CHEMICALS	113,000	108,364	120,000	7,000	6
01-4430-2511 OTHER CHEMICALS (ALUMINUM SULPHATE)	47,100	34,563	36,500	(10,600)	(23)
01-4430-3110 PROF.DEV/TRAINING/TRAVEL	5,500	5,261	6,600	1,100	20
01-4430-3128 SUBSCRIPTIONS & MEMBERSHIPS	800	528	1,300	500	63
01-4430-3212 TELEPHONE	1,600	1,331	1,600	-	-
01-4430-3325 COMPUTER SERVICES/SUPPLIES	4,200	5,062	3,200	(1,000)	(24)
01-4430-3326 ANALYTICAL SERVICE	16,000	12,776	16,700	700	4
01-4430-3410 PROPERTY MAINTENANCE/PURCHASES	2,000	1,110	2,100	100	5
01-4430-3413 GENERAL EQUIPMENT MTCE/REPAIRS	150,400	110,819	169,000	18,600	12
01-4430-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	-	94	-	-	
01-4430-3710 INSURANCE (GENERAL)	59,000	60,309	66,300	7,300	12
01-4430-3712 WATER/SEWAGE	200	272	300	100	50
01-4430-3713 GAS (HEATING)	1,000	4,079	1,000	-	-
01-4430-3716 HYDRO (GENERAL SERVICE ) #1	218,000	128,960	230,000	12,000	6
01-4430-3719 TAXES-BROCKTON (BRANT)	14,000	13,798	14,300	300	2
01-4430-5210 TCA PURCHASES	870,000	93,878	368,000	(502,000)	
01-4430-6000 AMORTIZATION EXPENSE - TCA	518,200	-	304,100	(214,100)	(41)
01-4430-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(518,200)	-	(304,100)	214,100	(41)
<b>Total 4430 Water Treatment Plant</b>	<b>1,201,300</b>	<b>759,674</b>	<b>1,335,700</b>	<b>134,400</b>	<b>11</b>
<b>Total Water (User Fees)</b>	<b>-</b>	<b>-640,960</b>	<b>-</b>	<b>-</b>	

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
USER FEES - Sewer	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>4600 Waste Water Treatment - Revenue</b>					
01-4600-0181 SEWER REVENUE	(2,500,000)	(2,205,003)	(2,958,000)	(458,000)	18
01-4600-0579 MISC FEES/CHARGES	(4,000)	(1,493)	(4,000)	-	-
01-4600-0652 FEE-PROCESSING SEWER WASTE	(32,000)	-	(20,000)	12,000	(38)
<b>Total 4600 Waste Water Treatment - Revenue</b>	<b>(2,536,000)</b>	<b>(2,206,496)</b>	<b>(2,982,000)</b>	<b>(446,000)</b>	<b>18</b>
<b>4620 Waste Water Treatment Plant</b>					
01-4620-0521 ONTARIO CONDITIONAL GRANTS	-	-	(1,487,400)		
01-4620-0936 TRANSFER FROM RESERVE FUND	(100,000)	-	-	100,000	(100)
01-4620-1110 REGULAR SALARIES	191,800	192,871	194,400	2,600	1
01-4620-1111 PART-TIME SALARIES	100	271	-	(100)	(100)
01-4620-1112 OVERTIME (TIME & HALF)	3,000	1,877	3,000	-	-
01-4620-1113 OVERTIME (DOUBLE)	-	276	-	-	
01-4620-1127 PAGER PAY	4,600	3,975	4,900	300	7
01-4620-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(12,843)	-	-	
01-4620-1510 EMPLOYEE BENEFITS	66,700	70,249	69,300	2,600	4
01-4620-1516 WSIB	5,800	6,017	6,100	300	5
01-4620-1519 EMPLOYEE ASSISTANCE PROGRAM	-	54	-	-	
01-4620-2130 OFFICE & STATIONERY SUPPLIES	-	254	-	-	
01-4620-2213 CLEANING/JANITORIAL SUPPLIES	1,000	-	-	(1,000)	(100)
01-4620-2214 UNIFORMS & CLOTHING	2,700	288	2,700	-	-
01-4620-2224 OIL & GREASE (BULK FOR MTCE.)	4,000	-	4,100	100	3
01-4620-2233 GENERAL SUPPLIES & EQUIPMENT	20,000	17,988	17,000	(3,000)	(15)
01-4620-2510 CHLORINE & CHEMICALS	18,200	16,680	17,200	(1,000)	(5)
01-4620-2511 ALUM SULPHATE/SODIUM BISULPHATE	89,000	73,213	92,400	3,400	4
01-4620-3110 PROF.DEV/TRAINING/TRAVEL	4,400	2,131	4,500	100	2
01-4620-3128 SUBSCRIPTIONS & MEMBERSHIPS	500	-	1,000	500	100
01-4620-3212 TELEPHONE	1,100	849	1,100	-	-
01-4620-3326 ANALYTICAL SERVICE	16,500	18,658	17,900	1,400	8
01-4620-3413 GENERAL EQUIPMENT MTCE/REPAIRS	73,100	64,402	87,300	14,200	19
01-4620-3527 SLUDGE REMOVAL CONTRACT	89,000	82,460	107,800	18,800	21
01-4620-3536 CANADIAN WASTE-BIN CONTRACT	5,700	4,604	6,000	300	5
01-4620-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	1,800	1,358	1,900	100	6
01-4620-3710 INSURANCE (GENERAL)	54,100	53,382	58,700	4,600	9
01-4620-3712 WATER/SEWAGE	26,000	26,021	26,500	500	2
01-4620-3713 GAS (HEATING)	5,700	4,381	5,800	100	2
01-4620-3716 HYDRO (GENERAL SERVICE ) #1	260,000	178,071	315,000	55,000	21
01-4620-3726 TAXES - P.I.L	14,000	13,561	14,000	-	-
01-4620-5210 TCA PURCHASES	760,000	188,334	2,360,500	1,600,500	211
01-4620-6000 AMORTIZATION EXPENSE - TCA	320,400	-	367,700	47,300	15
01-4620-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(320,400)	-	(367,700)	(47,300)	15
<b>Total 4620 Waste Water Treatment Plant</b>	<b>1,618,800</b>	<b>1,009,382</b>	<b>1,931,700</b>	<b>312,900</b>	<b>19</b>
<b>4625 2019 Chev Silverado 1500</b>					
01-4625-2410 FUEL/OPERATIONS	8,500	6,000	9,000	500	6
<b>Total 4625 2019 Chev Silverado 1500</b>	<b>8,500</b>	<b>6,000</b>	<b>9,000</b>	<b>500</b>	<b>6</b>

	2024	2024	2025	BUDGET	BUDGET
USER FEES - Sewer	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>4630 Waste Water Treatment Administration</b>					
01-4630-0934 TRANSFER FROM RESERVES	(3,300)	(2,336)	-		
01-4630-1110 REGULAR SALARIES	137,000	113,851	153,800	16,800	12
01-4630-1127 PAGER PAY	3,100	2,680	3,300	200	6
01-4630-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(2,871)	-	-	
01-4630-1510 EMPLOYEE BENEFITS	37,800	25,589	42,700	4,900	13
01-4630-1516 WSIB	3,900	3,286	4,500	600	15
01-4630-2130 OFFICE & STATIONERY SUPPLIES	6,200	4,919	6,400	200	3
01-4630-2410 FUEL/OPERATIONS	1,900	1,374	2,000	100	5
01-4630-3210 POSTAGE & FAX	8,000	6,757	8,000	-	-
01-4630-3310 AUDIT SERVICE	8,100	2,548	8,500	400	5
01-4630-3316 CONSULTANTS FEES	2,700	-	2,800	100	4
01-4630-3325 COMPUTER SERVICES/SUPPLIES	3,700	2,913	400	(3,300)	(89)
01-4630-4126 ADMINISTRATION FEE (INTERNAL)	52,200	52,200	53,300	1,100	2
01-4630-5213 TRANSFER TO RESERVE	10,000	10,000	10,000	-	-
<b>Total 4630 Waste Water Treatment Administration</b>	<b>271,300</b>	<b>220,910</b>	<b>295,700</b>	<b>24,400</b>	<b>9</b>
<b>4640 Sanitary Sewers Maintenance</b>					
01-4640-1110 REGULAR SALARIES	7,000	2,645	7,200	200	3
01-4640-1111 PART-TIME SALARIES	1,100	141	-	-1,100	-100
01-4640-1112 OVERTIME (TIME & HALF)	400	634	400		
01-4640-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(66)	-		
01-4640-1510 EMPLOYEE BENEFITS	2,700	1,085	2,600	-100	-4
01-4640-1516 WSIB	200	100	200	0	0
01-4640-2240 MATERIALS	8,100	1,764	8,400	300	4
01-4640-3110 PROF.DEV./TRAINING/TRAVEL	1,200	2,128	500	-700	-58
01-4640-3128 SUBSCRIPTIONS & MEMBERSHIPS	200	-	300	100	50
01-4640-3532 CAMERA INSPECTION	1,200	-	1,200		
01-4640-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	6,400	1,590	6,400		
01-4640-3624 MACHINERY RENTAL-"OUTSIDE"	19,000	3,333	19,000	0	0
01-4640-5210 TCA PURCHASES	275,400	43,696	493,500	218,100	79
01-4640-5212 TRANSFER TO RESERVE FUND	313,500	-	204,900	-108,600	-35
<b>Total 4640 Sanitary Sewers Maintenance</b>	<b>636,400</b>	<b>57,050</b>	<b>744,600</b>	<b>108,200</b>	<b>17</b>
<b>4650 Sanitary Sewer Pumphouse Maintenance</b>					
01-4650-3716 HYDRO (GENERAL SERVICE ) #1	800	450	800	-	-
01-4650-3726 TAXES - P.I.L	200	191	200	-	-
<b>Total 4650 Sanitary Sewer Pumphouse Maintenance</b>	<b>1,000</b>	<b>641</b>	<b>1,000</b>	<b>-</b>	<b>-</b>
<b>Total Sewer (User Fees)</b>	<b>-</b>	<b>(912,513)</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SECTION 12 -- GARBAGE / RECYCLING / LANDFILL

### (Environmental)



Staffing Complement Includes:

1 Public Works Foreman (5% landfill)

1 Full-time Landfill Scale Attendant

2 Part-time Landfill Gate Attendants

1 Equipment Operator

Support staff provided by Utility Clerk and Administrative Assistant/Deputy Clerk

The Hanover/Walkerton landfill site is operated and managed by the Town of Hanover's Public Works Department as per the Joint Management Landfill Site Agreement with the Municipality of Brockton. The landfill site can accept waste from the Town of Hanover and former Town of Walkerton. All operating capital, closure and reserve expenditures are shared on a 50/50 basis. The 2015 Compactor is jointly owned by Hanover/Walkerton landfill site while the 2003 loader is owned by the Town of Hanover with the landfill site paying an equipment rental fee for its use. The current residential garbage collection contract with Bruce Services and Sales Rentals is in effect to December 31, 2026. The blue box program transition to producer responsibility occurs on January 1, 2025 with Circular Materials (CM) managing the collection and processing of recyclable materials for this program.

### 2024 Program Highlights

- Continuation of Environmental Assessment (EA) to review alternative methods to manage the leachate from the Hanover/Walkerton landfill site.
- Implementation of 100 unit FoodCycler pilot program.
- Working with Marl Lakes and Lake Rosalind rate payers' association with assistance from Abell Pest Control to reduce the presence of seagulls in the area.

### Goals and Objectives for 2025

1. Construction of Cell No. 3 at the Hanover/Walkerton Landfill Site.

### Program Changes for 2025

- Transition to producer responsibility with eligible sources (residential, schools and public spaces) cost of recycling being at cost to the municipality has resulted in a savings of \$120,700.

### LOOKING AHEAD

- Continuing to review operations and programs to increase site life.

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET CHANGE	BUDGET CHANGE
	Approved	Actuals	Approved	\$	%
<b>GARBAGE &amp; RECYCLING</b>					
<b>4520 Garbage Collection</b>					
01-4520-0559 BAG TAG FEES	(220,000)	(203,703)	(220,000)	0	0
01-4520-0579 MISC REVENUE	(27,500)	(11,550)	-		
01-4520-1110 REGULAR SALARIES	5,900	6,352	6,100	200	3
01-4520-1111 PART-TIME SALARIES	-	1,266	1,700	1700	
01-4520-1112 OVERTIME (TIME & HALF)	-	24	-		
01-4520-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(341)	-		
01-4520-1510 EMPLOYEE BENEFITS	2,100	2,183	2,400	300	14
01-4520-1516 WSIB	200	225	200	0	0
01-4520-2240 MATERIALS	42,000	29,085	3,500	-38,500	-92
01-4520-3519 GARBAGE COLLECTION CONTRACT	81,800	80,110	85,800	4,000	5
01-4520-3535 BAG TAG RESALE CONTRACT	8,300	7,650	8,600	300	4
01-4520-3536 SOUTH GREY CONDO	15,000	12,859	16,000	1,000	7
01-4520-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	4,400	3,360	4,600	200	5
<b>Total 4520 Garbage Collection</b>	<b>(87,800)</b>	<b>(72,480)</b>	<b>(91,100)</b>	<b>-3,300</b>	<b>4</b>
<b>4530 Recycling - Blue Box Collection</b>					
01-4530-0521 ONTARIO STEWARDSHIP FUNDING	(103,000)	(54,356)	-	103,000	-100
01-4530-0579 FEES/MISC.CHARGES	(200)	(75)	(100)	100	-50
01-4530-2240 MATERIALS	4,300	442	500	-3,800	-88
01-4530-3519 RECYCLING CONTRACT	230,000	172,717	10,000	-220,000	-96
<b>Total 4530 Recycling - Blue Box Collection</b>	<b>131,100</b>	<b>118,728</b>	<b>10,400</b>	<b>-120,700</b>	<b>-92</b>
<b>4540 Landfill - Transfer to</b>					
01-4540-0934 TRANSFERS FROM RESERVES	-	-	(259,500)		
01-4540-2240 TRANSFER TO LANDFILL	200,000	200,000	469,500	269,500	135
01-4540-4127 INTERNAL INTEREST EXPENSE	9,000	8,189	7,600	-1,400	-16
01-4540-5212 TRANSFER TO RESERVE FUND	35,700	36,541	37,100	1,400	4
01-4540-5213 TRANSFER TO RESERVES	50,000	50,000	50,000	0	
<b>Total 4540 Landfill - Transfer to</b>	<b>294,700</b>	<b>294,730</b>	<b>304,700</b>	<b>10,000</b>	<b>3</b>
<b>Total Garbage &amp; Recycling</b>	<b>338,000</b>	<b>340,978</b>	<b>224,000</b>	<b>-114,000</b>	<b>-33.73</b>

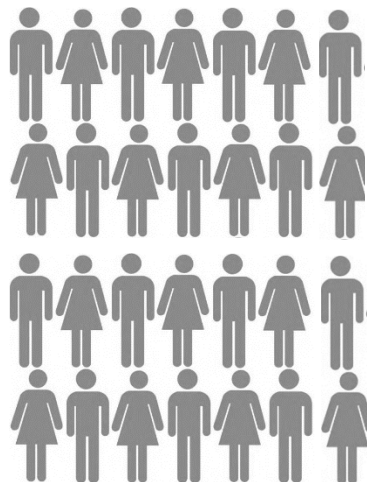
## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
LANDFILL	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>4500 Hanover Walkerton Landfill Site</b>					
31-4500-0521 GRANTS & SUBSIDIES	(4,500)	(589)	(4,500)	-	0
31-4500-0560 FEES-APPLIANCES	(500)	(480)	(500)	-	0
31-4500-0561 FEES-RESIDENTS(CASH CUST.)	(210,000)	(238,729)	(250,000)	(40,000)	19
31-4500-0562 FEES-COMMERCIAL ACCOUNTS	(560,000)	(405,943)	(460,000)	100,000	-18
31-4500-0579 MISC. FEES	(16,000)	(8,275)	(61,000)	(45,000)	281
31-4500-0747 FARMLAND LEASE	(6,400)	(6,440)	(6,400)	-	0
31-4500-0922 MONTHLY BANK INTEREST	(40,000)	(73,555)	(50,000)	(10,000)	25
31-4500-0934 TRANSFER FROM RESERVES	-	-	(1,797,900)		
31-4500-0945 TRANSFER FROM TOWN OF HANOVER	(200,000)	(200,000)	(469,500)	(269,500)	135
31-4500-0946 TRANSFER FROM MUN. OF BROCKTON	(200,000)	(150,000)	(469,500)	(269,500)	135
31-4500-1110 REGULAR SALARIES	96,200	110,488	107,600	11,400	12
31-4500-1111 PART-TIME SALARIES	68,100	38,165	44,000	(24,100)	-35
31-4500-1112 OVERTIME (TIME & HALF)	400	2,187	400	-	0
31-4500-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(8,159)	-	-	
31-4500-1510 EMPLOYEE BENEFITS	47,200	45,005	49,700	2,500	5
31-4500-1516 WSIB	4,800	4,457	4,600	(200)	-4
31-4500-1519 EMPLOYEE ASSISTANCE PROGRAM (EAP)	-	81	-	-	
31-4500-2214 UNIFORMS & CLOTHING	1,000	1,138	1,000	-	0
31-4500-3110 PROF.DEV./TRAINING/TRAVEL	700	752	700	-	0
31-4500-3210 POSTAGE & FAX	700	534	700	-	0
31-4500-3212 TELEPHONE	1,200	920	1,200	-	0
31-4500-3214 OFFICE SUPPLIES & STATIONERY	-	23	-		
31-4500-3215 PRINTING & ADVERTISING	500	-	500	-	0
31-4500-3310 AUDIT SERVICE	5,300	2,798	5,600	300	6
31-4500-3311 LEGAL SERVICE/CONSULTANTS	20,000	21,930	40,000	20,000	100
31-4500-3325 COMPUTER SERVICES/SUPPLIES	2,300	1,826	300	(2,000)	-87
31-4500-3410 PROPERTY MAINTENANCE/PURCHASES	2,200	32,672	18,000	15,800	718
31-4500-3415 ROAD MAINTENANCE/REPAIRS	5,300	2,188	5,500	200	4
31-4500-3507 WEIGH SCALE MTC CONTRACT	6,800	5,850	7,000	200	3
31-4500-3526 ANN.MONITORING(ENGINEER)	71,100	64,928	71,000	(100)	-0
31-4500-3527 LEACHATE HAULING	176,000	76,031	198,000	22,000	13
31-4500-3546 HOUSEHOLD HAZARDOUS WASTE	15,000	15,362	16,400	1,400	9
31-4500-3555 RECYCLING/WASTE DIVERSION	63,000	26,378	16,900	(46,100)	-73
31-4500-3614 LABORATORY SERVICES	18,000	3,673	19,500	1,500	8
31-4500-3623 MACHINERY RENTAL-"TOWN EQUIPMEN"	46,300	46,600	48,200	1,900	4
31-4500-3624 MACHINERY RENTAL-"OUTSIDE"	12,700	11,219	19,000	6,300	50
31-4500-3710 INSURANCE (GENERAL)	13,200	13,445	14,800	1,600	12
31-4500-3716 HYDRO (GENERAL SERVICE ) #1	3,000	1,895	3,100	100	3
31-4500-3719 TAXES-BROCKTON-(BRANT)	10,000	9,898	10,500	500	5
31-4500-4121 MERCHANT FEES	800	1,886	1,600	800	100
31-4500-4126 ADMINISTRATION FEE (INTERNAL)	75,000	75,000	77,300	2,300	3
31-4500-4410 CASHIER OVER/SHORT	-	(202)	-	-	
31-4500-5210 TCA PURCHASES	-	-	2,720,000		
31-4500-5213 TRANSFER TO RESERVES	406,200	406,200	-	(406,200)	-100
31-4500-6000 AMORTIZATION EXPENSE - TCA	220,800	-	220,600	(200)	-0
31-4500-6100 CHANGE IN INVESTMENT IN CAPITAL ASS	(220,800)	-	(220,600)	200	-0
<b>Total 4500 Hanover Walkerton Landfill Site</b>	(64,400)	(68,843)	(66,200)	(1,800)	3
<b>Total 4500 Hanover Walkerton Landfill Site</b>	(64,400)	(68,843)	(66,200)	(1,800)	3
4550 2015 Cat 816F Compactor					
4550 2015 Cat 816F Compactor					
31-4550-2410 FUEL/OPERATIONS	50,800	38,021	52,100	1,300	3



				BUDGET	BUDGET
	2024	2024	2025	CHANGE	CHANGE
LANDFILL	Approved	Actuals	Approved	\$	%
<b>Total 4550 2015 Cat 816F Compactor</b>	50,800	38,021	52,100	1,300	3
<b>Total 4550 2015 Cat 816F Compactor</b>	50,800	38,021	52,100	1,300	3
4560 Densifier - Styrofoam					
4560 Densifier - Styrofoam					
31-4560-3525 CONTRACTED STAFF	13,600	7,586	14,100	500	4
<b>Total 4560 Densifier - Styrofoam</b>	13,600	7,586	14,100	500	4
<b>Total 4560 Densifier - Styrofoam</b>	13,600	7,586	14,100	500	4
<b>Total Landfill</b>	-	<b>(23,236)</b>	-	-	

## SECTION 13 -- PARKS, RECREATION & CULTURE (Recreation)



Staffing Complement Includes:  
1 Director of Parks, Recreation & Culture  
1 Manager Parks & Recreation Facilities  
1 Parks & Facilities Lead Hand  
3.5 Parks & Facility Operators (3 F/T, 1 P/T)  
4 Custodians (P/T)  
1 Horticultural Landscape Attendant (Seasonal)  
5 Parks & Horticultural Summer Students  
3 Facility Event Workers (P/T students)  
1 Aquatic Supervisor  
1 Aquatic Assistant  
22 – 27 Aquatic Staff (P/T; majority students)  
1 Programs Supervisor  
7 Summer Camp Staff (students)  
1 – 5 Program Staff (P/T students)  
1 Administrative Supervisor  
3 Customer Service Clerks (P/T)

**Our Mission** | Working in partnership with the community, we create opportunities for leisure activities, facilitate sustainable quality facilities, and support healthy lifestyles for all ages and abilities. We are a centre of excellence for our facilities and programs.

**Our Vision** | We are a community that provides an inclusive and sustainable system of experiences that celebrates the Town’s heritage, culture and natural landscape while promoting a healthy actively lifestyle.

Department functions and responsibilities include:

**Parks & Outdoor Operations** | Hanover Park | Neighbourhood Parks and Green Spaces | Ball Parks | Athletic Fields | Disc Golf Course | Binkley Paterson Pavilion | Outdoor Rink | Splash Pad | Heritage Square | Commemorative Grove | Trails System | Service Vehicles and Equipment

**Aquatics** | Facility Operation | Program Implementation

**Recreation Administration** | Facility Rentals & Program Registration | Customer Service | Heritage, Age-Friendly, PRC Advisory and Cultural Round Table Committees

**Recreation Programs** | Children’s Summer Camp & PA Day programming | Special Events | General Programs | Senior Games | Swim Lessons & Advanced courses | Disc Golf

**Recreation Facilities** | Administration | Arena – winter and summer operations | Concession and Vending

### 2024 Program Highlights

- Provision of high-quality programs and healthy lifestyle opportunities for Hanover and area residents.

- 537 Children participated in the summer day camp programming and added soccer and drama specialty camps;
- 1,437 children and youth participated in swim lessons;
- 107 participants in advanced aquatic leadership courses; and
- 243 children participated in ‘Swim to Survive’ training.
- Trail Bridges Project | The replacement and rehabilitation of the four bridges was completed in May 2024 enabling the southline section of the trails system to be re-opened.
- Trails ‘Eyes and Ears’ volunteer program continued.
- Age Friendly highlights:
  - Senior Star newsletter delivered to Hanover residents in April;
  - 47 participants in the Hanover Senior 55+ events; and
  - Launched Age Friendly Business campaign and recognized 5 local businesses for their commitment to the older adults in our community.
- New playground equipment installed at Robert Steers / Legion Park (2023 capital project).
- Cultural Roundtable participation and staff support for Music in the Square events.
- Special event successes – Family Day | Earth Day | Canada Day.
- Splash Pad fundraising campaign exceeded fundraising goal.
- Inducted Henry and Barb Lansink into the Labyrinth of Distinction..
- Implementing the following new programs – low ratio swim lessons, gentle aquafit, gentle fitness and intro to hockey.
- Assumed maintenance of baseball diamond infield (grass infield, pitcher’s mound, homeplate). Previously through a memorandum of understanding, Hanover Minor Ball and Hanover Hitmen provided maintenance assistance.
- Operational Project highlights include – replacement of floor scrubber and Heritage Square water feature pump, added Disc Golf Course short tees.
- **Capital Project** highlights include -
 

<ul style="list-style-type: none"> <li>○ Arena LED Lighting upgrade</li> <li>○ Commercial Mower replacement</li> <li>○ Ice plant equipment project: Condenser replacement</li> <li>○ Soccer washrooms connected to sewer.</li> <li>○ Kinsmen Ball Park fencing upgrade</li> </ul>	<ul style="list-style-type: none"> <li>○ Whirlpool jet pump replacement</li> <li>○ Main Pool Filter replacement</li> <li>○ P&amp;H Centre Boilers replacement</li> </ul>
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- **Unplanned work** included - Parks and Outdoor Operations
  - Drainage repair at Kinsmen Ball Park; and
  - Equipment repair – Ferris zero turn mower (deck arm, blade drive unit failure).

P&H Centre

- Refrigeration plant repairs (\$15,000 in unplanned repairs - brine pump, Glycol leak , head compressor seal failure, valve leak);
- HVAC (heating, ventilation, air conditioning) and BAS (building automated system); and
- Pool vacuum replacement

## Goals and Objectives for 2025

- Continue to enhance the quality of life for residents by offering opportunities that encourage healthy living.
- Support and assist other departments with initiatives that include parks, recreation and culture aspects.
- Maintain greenspaces, playgrounds and facilities that are safe, clean, accessible and welcoming to all.
- East end trail loop development - construction of Saugeen Cedar Heights West section proposed and resurfacing of section between 24<sup>th</sup> Avenue and access to Saugeen Cedar Heights East.
- Age Friendly objectives:
  - Senior Star newsletter spring distribution;
  - Implement a Seniors Expo and combine with volunteer fair in partnership with the Hanover Public Library;
  - Continue to promote and recognize age friendly businesses.
- Outdoor ice rink development at Kinsmen Ball Park with volunteer support.
- Continued Parks, Recreation & Culture Master Plan implementation with PRC Advisory Committee.
- Continue with Heritage Committee building recognition sign project.
- Establish long term rental agreements for the P&H Centre Auxiliary Room and Classroom.
- Trails 'Eyes and Ears' volunteer program continues.
- Trail head and park sign installation (signs produced in 2024 as part of the Wayfinding plan).
- **2025 Capital Projects** include -
 

<ul style="list-style-type: none"> <li>○ Splash Pad development (Centre Of Excellence   Phase 1)</li> <li>○ Hydraulic Trailer replacement</li> <li>○ Wading Pool Pump and Motor</li> <li>○ Ball Diamond Groomer replacement</li> <li>○ Soccer fence upgrade</li> <li>○ Development work (Design and Engineering) for future</li> </ul>	<ul style="list-style-type: none"> <li>○ Kinsmen Ball Park Pavilion upgrade (contingent on grant funding)</li> <li>○ P&amp;H Center partial roof replacement (contingent on grant funding)</li> <li>○ Ice Plant component replacement - brine pump and snow pit coil</li> </ul>
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- **2025 Operational Project** highlights include -
  - Push mower purchase

- Baseball diamond (hardball) top dressing and overseeding
- Clock tower maintenance
- Pool chlorinator replacement

### **Program Changes for 2025**

- Revise the part time Facility Operator to full time (FT) facility operator. It is proposed that the full time role would be effective May 5, 2025. This would include 40 hours per week or 2,080 hours total per year. This is an increase of 437 hours annually. This increase is proposed to assist with added service duties including Splash Pad maintenance, additional trail km's maintenance, Disc Golf maintenance, increased hardball maintenance, extended ice season, outdoor rink support and more. Refer to the business case that follows this report.

### **LOOKING AHEAD**

- Splash Pad construction, grand opening and open for public use.
- Pending grant approval, Kinsmen Ball Park upgrade planning.
- Proactive investment in facility maintenance such as ice plant component replacement and aquatic centre mechanical equipment.
- Continued Centre of Excellence Park planning and implementation of phases that may include partnerships and fundraising campaign.

<b>Department</b>	<b>Parks, Recreation &amp; Culture (PRC)</b>
<b>Date</b>	November 25, 2024

<b>1. Staff Position</b>
<b>Facility Operator</b>
<b>2. Revised / Amended or New Position</b>
Amended Position – Permanent Part Time position amended to Permanent Full Time
<b>3. Summary of Staff Position / Role   Main Duties</b>
<p>The Facility Operator is responsible for operating and maintaining all indoor and outdoor recreational facilities, including but not limited to the P &amp; H Centre, parks, athletic fields, green spaces and trails.</p> <p>Main duties include the maintenance of parks, playgrounds, athletic fields, trails system, arena, pool, meeting rooms while operating a variety of systems (refrigeration, pool filtration, boiler) and equipment, as well as, regularly interacting with residents, facility patrons and user group representatives.</p>
<b>4. Current Status</b>
<p>Currently our facility operator compliment includes 3 full time positions and 1 part time position. Our facility operators are part of the CUPE Collective Agreement. This business case is for the 1 part time (PT) position.</p> <p>The PT position has existed since 2016. Annually, the approved budget for the PT facility operator position has included wages and benefits based on 1,643 total hours. The part time facility operator is part of the 5 week shift rotation, working days, evenings and weekend shifts. Typically, the PT facility operator is scheduled for 24 hours per week, with additional hours scheduled for vacation coverage or service level demands. The PT operator receives any applicable collective agreement entitlements, as well as Employment Standards Act entitlements.</p>
<b>5. Proposed Recommended Direction</b>
The recommended direction is to increase the PT facility operator to full time (FT) facility operator. This would include 40 hours per week or 2,080 hours total per year. This is an increase of 437 hours annually. As a FT employee, this staff member will receive applicable collective agreement entitlements.
<b>6. Effective Date Proposed</b>
Upon 2025 budget approval, the PT facility operator would be promoted to FT effective May 5, 2025. They would continue to work part time hours between January 1, 2025 and May 4, 2025.

**7. How does this meet current / future Department requirements / succession planning ?**

Our department's parks and facilities services have been enhanced over the last 5 years by introducing new or expanded services. This increased need has been noted in various council reports. These services include but are not limited to:

- Outdoor ice rink – requires approximately 3-4 hours per week when operational, as well as 32 hours to establish; 16 hours set up and 16 hours take down.
- Disc golf – requires approximately 2-3 hours per week; 4-8 hours to set up and take down.
- Extended ice season (2024, 2023) – impacts the ability to transition our facility operators to outdoor season work, essentially decreasing the number of hours allocated to outdoor tasks; requires approximately 40 hours per week; (Monday to Friday 4hrs/day, Saturday & Sunday 10hrs/day)
- Splash pad (2025) – Projected to require a minimum of 7 hours per week when operational; will require daily check ins, system documentation
- Trails additional kilometres and focus on bridge preventative maintenance; clearing fallen trees, cleaning up garbage dumped by users, vandalism, graffiti, clearing debris off bridges, cutting grass along edges. Weekly inspections and documentation provide some details; approximately 2-4 hours per week.
- Increased hardball maintenance (2024) – Prior to 2024, Hanover Minor Ball and Hanover Hitmen, through a memorandum of understanding assisted with maintenance specific to the baseball diamond infield at Agricultural Park (Raceway); this included grass infield mowing / trimming, clay pitching mound and home plate area maintenance; effective 2024 both organizations advised they would be no longer partnering to assist with maintenance; approx. 5 hours per week is required specifically for infield maintenance.
- Encampments (2024, 2025) – With more individuals living rough near our parks and outdoor areas, this has increased our level of monitoring, including regular visits to location, extra work cleaning adjacent outdoor facilities i.e: pavilion washrooms, as well as the need to promptly clean up once location is abandoned or deemed to be dismantled; approximately 2-4 hours per week.

The change from PT to FT provides enhanced employment stability and supports improved staff retention and attraction.

This proposed amendment reflects organizational review project discussions to date. This project completion is imminent with council report and presentation anticipated within the next 2 weeks.

**8. What is the risk if this position is not implemented?**

Our parks and outdoor facilities maintenance is a pressure point, specifically during those shoulder seasons of April / May and September to October, when our indoor operations are at full capacity with both arena and pool operating. It is our parks and outdoor facility user groups that have expressed concern with the levels of maintenance. We acknowledge the need for improvement to ensure these amenities continue to be well maintained with a safety focus, while ensuring the

spaces are adequately maintained to be aesthetically pleasing (ie washrooms clean, grass cut, repairs promptly addressed).

It has been challenging for our department to keep up to the increased demand and expectations based on the current staff compliment and allocation of hours. Specifically, with the addition of a splashpad and the required hours to ensure this new amenity receives the daily attention it will demand to be safely operated, clean and well maintained, additional staff hours are required. This information has been consistently noted to council in respective splash pad development reports.

Should this not be approved, our department will need to re-evaluate some of the above services and consider eliminating them or reducing our maintenance levels.

**9. Financial Implications (include year in description)**

Part Time Facility Operator | Based on 2024 budget projections:

Wages	\$46,267
Benefits	<u>\$10,042</u>
Total	\$56,309

Full Time Facility Operator | Based on 2025 budget projections. Note this includes part time hours Jan to May, with full time commencing May 5, 2024 and includes 2% union increase as per union contract

Wages	\$55,790
Benefits	<u>\$18,549</u>
Total	\$74,339

Difference \$18,030

**10. Other notes (if applicable)**



**RECREATION SUMMARY**

**2025 INCREASE/DECREASE OVER 2024**

(MUNICIPALITIES SHARE ONLY)

**TOTAL**

BUDGET	2024	2025	NET	INC./DEC.
<b>RECREATION</b>	<b>\$2,386,100</b>	<b>\$2,443,500</b>	<b>\$57,400</b>	<b>2.41%</b>
Parks	\$524,800	\$557,400	\$32,600	6.21%
Aquatic	\$730,400	\$704,300	(\$26,100)	-3.57%
Admin	\$271,600	\$288,600	\$17,000	6.26%
Programs	\$52,600	\$50,200	(\$2,400)	-4.56%
Facilities	\$806,700	\$843,000	\$36,300	4.50%
	\$2,386,100	\$2,443,500	\$57,400	2.41%

**2025 INCREASE/DECREASE OVER 2024**

(MUNICIPALITIES SHARE ONLY)

**OPERATING**

BUDGET	2024	2025	NET	INC./DEC.
<b>RECREATION</b>	<b>\$2,294,600</b>	<b>\$2,352,500</b>	<b>\$57,900</b>	<b>2.52%</b>
Parks	\$433,300	\$528,400	\$95,100	21.95%
Aquatic	\$730,400	\$704,300	(\$26,100)	-3.57%
Admin	\$271,600	\$288,600	\$17,000	6.26%
Programs	\$52,600	\$50,200	(\$2,400)	-4.56%
Facilities	\$806,700	\$781,000	(\$25,700)	-3.19%
	\$2,294,600	\$2,352,500	\$57,900	2.52%

\$57,900

**2025 INCREASE/DECREASE OVER 2024**

(MUNICIPALITIES SHARE ONLY)

**CAPITAL**

BUDGET	2024	2025	NET	INC./DEC.
<b>RECREATION</b>	<b>\$91,500</b>	<b>\$91,000</b>	<b>(\$500)</b>	<b>-0.55%</b>
Parks	\$91,500	\$29,000	(\$62,500)	-68.31%
Aquatic	\$0	\$0	\$0	
Admin	\$0	\$0	\$0	
Programs	\$0	\$0	\$0	
Facilities	\$0	\$62,000	\$62,000	
<b>TOTAL</b>	<b>\$91,500</b>	<b>\$91,000</b>	<b>(\$500)</b>	<b>-0.55%</b>

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
<b>7100 Parks &amp; Outdoor Facilities</b>					
01-7100-0511 CANADA CONDITIONAL GRANT	(623,800)	(505,685)	-	623,800	(100)
01-7100-0518 DONATIONS	(121,700)	(203,237)	(350,000)	(228,300)	188
01-7100-0521 ONTARIO CONDITIONAL GRANTS	(527,300)	(421,362)	-	527,300	(100)
01-7100-0579 FEES/MISC. CHARGES	(1,163,600)	(1,329)	-	1,163,600	(100)
01-7100-0616 PARK PAVILLION	(1,700)	(2,036)	(1,900)	(200)	12
01-7100-0879 DEVELOPERS AGREEMENT-PARK LAND	-	(2,000)	-	-	
01-7100-0934 TRANSFER FROM RESERVES	(145,300)	(83,185)	(459,800)	(314,500)	216
01-7100-0936 TRANSFER FROM RESERVE FUNDS	-	(966,700)	(148,000)		
01-7100-0999 PROCEEDS ON TCA DISPOSALS	(5,000)	-	(2,000)	3,000	(60)
01-7100-1110 REGULAR SALARIES	36,500	33,879	36,300	(200)	(1)
01-7100-1111 PART-TIME SALARIES	36,000	43,685	32,700	(3,300)	(9)
01-7100-1112 OVERTIME (TIME & HALF)	1,100	306	1,100	-	-
01-7100-1113 OVERTIME (DOUBLE)	-	54	-	-	
01-7100-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(346)	-	-	
01-7100-1510 EMPLOYEE BENEFITS	17,300	17,007	17,100	(200)	(1)
01-7100-1516 WSIB	2,200	2,293	2,100	(100)	(5)
01-7100-3410 PROPERTY MAINTENANCE/JANITORIAL	3,000	2,015	3,000	-	-
01-7100-3413 GENERAL EQUIPMENT MTCE/REPAIRS	4,500	9,798	6,900	2,400	53
01-7100-3416 WINTER OPERATIONS (Outdoor Rink)	1,700	310	1,500	(200)	
01-7100-3419 PARKS AREAS MTCE/REPAIRS	61,900	46,853	18,700	(43,200)	(70)
01-7100-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	25,000	27,659	25,000	-	-
01-7100-3710 INSURANCE (GENERAL)	50,500	48,232	53,100	2,600	5
01-7100-3712 WATER/SEWAGE	700	891	800	100	14
01-7100-3716 HYDRO-PARKS/ENTRANCE SIGNS	3,500	2,140	4,000	500	14
01-7100-4127 INTERNAL INTEREST ON LOAN	-	2,292	-		
01-7100-5210 TCA PURCHASES	2,665,000	2,012,241	988,800	(1,676,200)	(63)
01-7100-5212 TRANSFER TO RESERVE FUNDS	-	-	50,000		
01-7100-5213 TRANSFER TO RESERVE	20,700	22,700	15,000	(5,700)	(28)
<b>Total 7100 Parks &amp; Outdoor Facilities</b>	<b>341,200</b>	<b>86,475</b>	<b>294,400</b>	<b>(46,800)</b>	<b>(14)</b>
<b>7101 Parks - Ball Parks</b>					
01-7101-0618 BALL PARKS	(16,500)	(18,912)	(18,400)	(1,900)	12
01-7101-1110 REGULAR SALARIES	23,700	18,937	26,300	2,600	11
01-7101-1111 PART-TIME SALARIES	7,600	8,728	6,200	(1,400)	(18)
01-7101-1112 OVERTIME (TIME & HALF)	-	12	-		
01-7101-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(292)	-		
01-7101-1510 EMPLOYEE BENEFITS	8,400	6,967	9,200	800	10
01-7101-1516 WSIB	900	816	1,000	100	11
01-7101-3417 BALL PARK MAINTENANCE	11,600	16,446	46,300	34,700	299
01-7101-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	6,000	9,988	8,000	2,000	33
01-7101-3717 HYDRO - BALL PARK LIGHTING	1,000	1,009	1,000	-	-
<b>Total 7101 Parks - Ball Parks</b>	<b>42,700</b>	<b>43,699</b>	<b>79,600</b>	<b>36,900</b>	<b>86</b>

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
<b>7102 Parks - Athletic Fields (Soccer)</b>					
01-7102-0619 ATHLETIC FIELDS	(6,800)	(12,396)	(11,000)	(4,200)	62
01-7102-1110 REGULAR SALARIES	23,700	11,561	26,300	2,600	11
01-7102-1111 PART-TIME SALARIES	7,600	3,107	6,200	(1,400)	(18)
01-7102-1112 OVERTIME (TIME & HALF)	-	12	-		
01-7102-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(226)	-		
01-7102-1510 EMPLOYEE BENEFITS	8,400	3,769	9,200	800	10
01-7102-1516 WSIB	900	433	1,000	100	11
01-7102-3418 ATHLETIC FIELDS MAINTENANCE	5,400	11,365	5,900	500	9
01-7102-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	2,900	2,690	2,900	-	-
<b>Total 7102 Parks - Athletic Fields (Soccer)</b>	<b>42,100</b>	<b>20,315</b>	<b>40,500</b>	<b>(1,600)</b>	<b>(4)</b>
<b>7103 Flower Watering - Other</b>					
01-7103-1110 REGULAR SALARIES	-	628	-	-	
01-7103-1111 PART-TIME SALARIES	1,800	3,697	1,800	-	-
01-7103-1510 EMPLOYEE BENEFITS	200	612	200	-	-
01-7103-1516 WSIB	100	127	100	-	
01-7103-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	3,000	3,987	3,400	400	13
<b>Total 7103 Flower Watering - Other</b>	<b>5,100</b>	<b>9,051</b>	<b>5,500</b>	<b>400</b>	<b>8</b>
<b>7119 Binkley/Paterson Pavilion</b>					
01-7119-0629 MEETING ROOM/KITCHEN	(200)	(467)	(400)	(200)	100
01-7119-1110 REGULAR SALARIES	-	980	-	-	
01-7119-1111 PART-TIME SALARIES	-	689	-	-	
01-7119-1510 EMPLOYEE BENEFITS	-	374	-	-	
01-7119-1516 WSIB	-	49	-	-	
01-7119-3410 MAINTENANCE/JANITORIAL	1,200	187	700	(500)	(42)
01-7119-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	200	350	-	(200)	(100)
01-7119-3712 WATER/SEWAGE	1,500	861	1,500	-	-
01-7119-3713 GAS (HEATING)	600	557	600	-	-
01-7119-3716 HYDRO (GENERAL SERVICE) #1	500	415	500	-	-
<b>Total 7119 Binkley/Paterson Pavilion</b>	<b>3,800</b>	<b>3,995</b>	<b>2,900</b>	<b>(900)</b>	<b>(24)</b>
<b>7120 Splashpad</b>					
01-7120-1110 REGULAR SALARIES	-	-	4,900		
01-7120-1111 PART-TIME SALARIES	-	-	200		
01-7120-1510 EMPLOYEE BENEFITS	-	-	1,800		
01-7120-1516 WSIB	-	-	200		
01-7120-2240 MATERIALS	-	-	7,000		
01-7120-3710 INSURANCE	-	-	4,000		
01-7120-3712 WATER/SEWAGE	-	-	12,500		
01-7120-3716 HYDRO SERVICE	-	-	300		
<b>Total 7120 Splashpad</b>	<b>-</b>	<b>-</b>	<b>30,900</b>		

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
<b>7130 Parks - Hanover Heritage Square</b>					
01-7130-1110 REGULAR SALARIES	6,500	3,680	7,300	800	12
01-7130-1111 PART-TIME SALARIES	27,900	15,625	28,400	500	2
01-7130-1112 OVERTIME (TIME & HALF)	-	367	-		
01-7130-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(263)	-	-	
01-7130-1510 EMPLOYEE BENEFITS	6,800	3,357	7,300	500	7
01-7130-1516 WSIB	1,000	574	1,100	100	10
01-7130-3412 GROUNDS/PROPERTY MTCE/IMPROVE.	4,200	2,795	4,200	-	-
01-7130-3438 FURNISHINGS & AMENITIES	9,400	5,201	1,900	(7,500)	(80)
01-7130-3442 TREES/LANDSCAPING	2,100	1,481	2,100	-	-
01-7130-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	1,500	2,225	1,500	-	-
01-7130-3712 WATER/SEWAGE	1,200	1,699	1,200	-	-
01-7130-3716 HYDRO (GENERAL SERVICE ) #1	1,800	1,381	1,800	-	-
<b>Total 7130 Parks - Hanover Heritage Square</b>	<b>62,400</b>	<b>38,122</b>	<b>56,800</b>	<b>(5,600)</b>	<b>(9)</b>
<b>7131 Parks - Millenium Commemorative Grove</b>					
01-7131-1110 REGULAR SALARIES	2,600	241	3,100	500	19
01-7131-1111 PART-TIME SALARIES	13,600	4,224	13,600	-	-
01-7131-1510 EMPLOYEE BENEFITS	3,400	724	3,600	200	6
01-7131-1516 WSIB	500	129	500	-	-
01-7131-2315 COMMEMORATIONS	1,100	563	1,100	-	-
01-7131-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	1,500	1,661	1,500	-	-
<b>Total 7131 Parks - Millenium Commemorative Grove</b>	<b>22,700</b>	<b>7,542</b>	<b>23,400</b>	<b>700</b>	<b>3</b>
<b>7140 Town Equipment</b>					
01-7140-0953 TOWN EQUIPMENT RENTAL RECOVERY	(41,900)	(52,471)	(43,600)	(1,700)	4
<b>Total 7140 Town Equipment</b>	<b>(41,900)</b>	<b>(52,471)</b>	<b>(43,600)</b>	<b>(1,700)</b>	<b>4</b>
7141 2024 Ford F 350 with dump box					
01-7141-2410 FUEL/OPERATIONS	23,200	16,266	30,000	6,800	29
<b>Total 7141 2024 Ford F 350 with dump box</b>	<b>23,200</b>	<b>16,266</b>	<b>30,000</b>	<b>6,800</b>	<b>29</b>
7142 2014 John Deere Tractor					
01-7142-2410 FUEL/OPERATIONS	1,900	2,923	2,500	600	32
<b>Total 7142 2014 John Deere Tractor</b>	<b>1,900</b>	<b>2,923</b>	<b>2,500</b>	<b>600</b>	<b>32</b>
7143 2020 Chev Silverado 2500					
01-7143-2410 FUEL/OPERATIONS	5,200	7,729	5,400	200	4
<b>Total 7143 2020 Chev Silverado 2500</b>	<b>5,200</b>	<b>7,729</b>	<b>5,400</b>	<b>200</b>	<b>4</b>
7144 2012 Kubota Mower/Blower					
01-7144-2410 FUEL/OPERATIONS	2,500	2,499	2,300	(200)	(8)
<b>Total 7144 2012 Kubota Mower/Blower</b>	<b>2,500</b>	<b>2,499</b>	<b>2,300</b>	<b>(200)</b>	<b>(8)</b>
7146 2019 Dodge Ram Truck 2500					
01-7146-2410 FUEL/OPERATIONS	4,800	7,551	5,000	200	4
<b>Total 7146 2019 Dodge Ram Truck 2500</b>	<b>4,800</b>	<b>7,551</b>	<b>5,000</b>	<b>200</b>	<b>4</b>
7147 Ferris Riding Lawn Mower					
01-7147-2410 FUEL/OPERATIONS	1,800	4,170	2,400	600	33
<b>Total 7147 Ferris Riding Lawn Mower</b>	<b>1,800</b>	<b>4,170</b>	<b>2,400</b>	<b>600</b>	<b>33</b>
7148 2025 Chevy Silverado					
01-7148-2410 FUEL/OPERATIONS	7,300	8,813	19,400	12,100	166
<b>Total 7148 2025 Chevy Silverado</b>	<b>7,300</b>	<b>8,813</b>	<b>19,400</b>	<b>12,100</b>	<b>166</b>

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
<b>7210 Aquatic - Facility</b>					
01-7210-0518 DONATIONS	(1,000)	-	-	1,000	
01-7210-0590 LOCKER RENTAL REVENUE	(1,900)	(2,003)	(2,000)	(100)	5
01-7210-0934 TRANSFER FROM RESERVES	(130,500)	(9,468)	-	130,500	
01-7210-0936 TRANSFER FROM RESERVE FUNDS	(366,500)	-	(23,500)	343,000	
01-7210-1110 REGULAR SALARIES	65,000	58,561	71,600	6,600	10
01-7210-1111 PART-TIME SALARIES	40,900	23,918	37,800	(3,100)	(8)
01-7210-1112 OVERTIME (TIME & HALF)	800	408	800	-	-
01-7210-1113 OVERTIME (DOUBLE)	-	450	-	-	
01-7210-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(3,201)	-	-	
01-7210-1510 EMPLOYEE BENEFITS	26,500	22,683	29,400	2,900	11
01-7210-1516 WSIB	3,100	2,476	3,300	200	6
01-7210-1519 EMPLOYEE ASSISTANCE PROGRAM	-	54	-	-	
01-7210-2213 CLEANING/JANITORIAL SUPPLIES	6,500	8,468	9,500	3,000	46
01-7210-2261 TRAINING-M/E OPERATIONS	1,800	-	1,800	-	-
01-7210-2265 OPERATIONS-M/E EQUIPMENT	21,800	11,240	17,300	(4,500)	(21)
01-7210-2519 WATER TREATMENT	20,500	26,206	24,800	4,300	21
01-7210-3410 PROPERTY MAINTENANCE/PURCHASES	11,100	9,913	11,100	-	-
01-7210-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	200	55	200	-	-
01-7210-3710 INSURANCE (GENERAL)	35,400	35,060	38,600	3,200	9
01-7210-3712 WATER/SEWAGE	7,000	7,576	7,100	100	1
01-7210-3713 GAS (HEATING)	71,500	51,287	73,000	1,500	2
01-7210-3716 HYDRO (GENERAL SERVICE ) #1	105,000	64,689	108,000	3,000	3
01-7210-5210 TCA PURCHASES	497,000	424,428	23,500	(473,500)	(95)
01-7210-5213 TRANSFER TO RESERVE	20,000	20,000	20,000	-	-
<b>Total 7210 Aquatic - Facility</b>	<b>434,200</b>	<b>752,800</b>	<b>452,300</b>	<b>18,100</b>	<b>4</b>
<b>7211 Aquatic - Classroom</b>					
01-7211-0601 CLASSROOM	(6,500)	(1,926)	(4,500)	2,000	(31)
01-7211-1110 REGULAR SALARIES	3,800	749	4,300	500	13
01-7211-1111 PART-TIME SALARIES	1,800	335	1,400	(400)	(22)
01-7211-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(99)	-	-	
01-7211-1510 EMPLOYEE BENEFITS	1,600	287	1,700	100	6
01-7211-1516 WSIB	200	32	200	-	-
<b>Total 7211 Aquatic - Classroom</b>	<b>900</b>	<b>(622)</b>	<b>3,100</b>	<b>2,200</b>	<b>244</b>
<b>7212 Aquatic - Lounge</b>					
01-7212-0602 ACTIVITY LOUNGE	(5,000)	(7,368)	(6,500)	(1,500)	30
01-7212-1110 REGULAR SALARIES	3,800	814	4,300	500	13
01-7212-1111 PART-TIME SALARIES	1,800	465	1,400	(400)	(22)
01-7212-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(134)	-	-	
01-7212-1510 EMPLOYEE BENEFITS	1,600	346	1,700	100	6
01-7212-1516 WSIB	200	37	200	-	-
<b>Total 7212 Aquatic - Lounge</b>	<b>2,400</b>	<b>(5,840)</b>	<b>1,100</b>	<b>(1,300)</b>	<b>(54)</b>

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
<b>7220 Aquatic - Programs</b>					
01-7220-0568 INSTR. COURSES RESOURCES	(8,500)	(7,975)	(9,000)	(500)	6
01-7220-0581 GENERAL ADMISSIONS	(60,000)	(47,447)	(60,000)	-	-
01-7220-0584 RENTALS-PRIVATE	(82,800)	(94,233)	(86,000)	(3,200)	4
01-7220-0585 RENTALS-SCHOOLS	(5,000)	(17,292)	(20,000)	(15,000)	300
01-7220-0588 AQUATICS GENERAL PROGRAMS	-	(341)	-	-	-
01-7220-0589 AQUATICS ADVANCED TRAINING	(22,000)	(25,426)	(43,000)	(21,000)	95
01-7220-0598 AQUATICS, INSTRUCTIONAL	(118,500)	(121,244)	(135,000)	(16,500)	14
01-7220-0605 RESOURCES-UNIFORMS	(2,500)	-	(2,000)	500	(20)
01-7220-0607 PASS/MEMB. - PRESCHOOL/STUDENT	(1,000)	(1,189)	(1,100)	(100)	10
01-7220-0608 PASSES/MEMBERSHIPS - ADULT	(60,700)	(62,844)	(80,000)	(19,300)	32
01-7220-0609 PASSES/MEMBERSHIPS - FAMILY	(7,000)	(8,133)	(8,500)	(1,500)	21
01-7220-1110 REGULAR SALARIES	129,400	104,768	136,200	6,800	5
01-7220-1111 PART-TIME SALARIES	392,400	301,060	403,800	11,400	3
01-7220-1112 OVERTIME (TIME & HALF)	-	1,620	-	-	-
01-7220-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(19,151)	-	-	-
01-7220-1510 EMPLOYEE BENEFITS	84,200	60,858	92,100	7,900	9
01-7220-1516 WSIB	15,300	12,101	16,400	1,100	7
01-7220-1519 EMPLOYEE ASSISTANCE PROGRAM	-	242	-	-	-
01-7220-2214 UNIFORMS & CLOTHING	3,400	959	3,400	-	-
01-7220-2218 FIRST AID/SAFETY EQUIPMENT	2,400	643	1,600	(800)	(33)
01-7220-2219 AQUATIC MANUALS/EXAMS	9,500	5,691	9,000	(500)	(5)
01-7220-2230 AQUATICS - AWARDS	2,000	963	1,600	(400)	(20)
01-7220-2260 TRAINING/PD AQUATICS	4,600	1,585	3,900	(700)	(15)
01-7220-2263 AQUATIC PROGRAMS SUPPLIES	8,300	6,428	8,000	(300)	(4)
01-7220-2264 AQUATICS-MARKETING/PROMOTION	1,300	-	1,000	(300)	(23)
01-7220-2266 STATIONERY/COPYING	2,300	1,539	2,100	(200)	(9)
01-7220-3212 TELEPHONE	1,300	1,063	1,300	-	-
01-7220-3525 CONTRACT STAFF	4,500	7,338	12,000	7,500	167
<b>Total 7220 Aquatic - Programs</b>	<b>292,900</b>	<b>101,583</b>	<b>247,800</b>	<b>(45,100)</b>	<b>(15)</b>
<b>7300 Recreation Administration</b>					
01-7300-0521 ONTARIO CONDITIONAL GRANTS	-	(777)	(7,500)	(7,500)	
01-7300-0641 DUPLICATING SERVICES	(2,800)	(2,329)	(2,100)	700	(25)
01-7300-0643 EQUIPMENT RENTAL CHARGES	(100)	(113)	(100)	-	-
01-7300-0934 TRANSFER FROM RESERVES	(19,900)	(16,701)	-		
01-7300-1110 REGULAR SALARIES	129,300	114,904	136,000	6,700	5
01-7300-1111 PART-TIME SALARIES	24,100	19,583	23,900	(200)	(1)
01-7300-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(5,489)	-	-	-
01-7300-1510 EMPLOYEE BENEFITS	49,500	43,033	52,600	3,100	6
01-7300-1516 WSIB	4,500	3,944	4,800	300	7
01-7300-1519 EMPLOYEE ASSISTANCE PROGRAM	-	81	-	-	-
01-7300-2110 OFFICE EQUIPMENT/FURNITURE	1,000	717	1,000	-	-
01-7300-2130 OFFICE & STATIONERY SUPPLIES	3,500	3,596	5,700	2,200	63
01-7300-3110 PROF.DEV/TRAINING/TRAVEL	4,700	1,837	4,200	(500)	(11)
01-7300-3128 SUBSCRIPTIONS & MEMBERSHIPS	500	544	600	100	20
01-7300-3132 HERITAGE COMMITTEE	4,600	2,327	8,400	3,800	83
01-7300-3133 AGE FRIENDLY COMMITTEE	3,700	6,813	11,600	7,900	214
01-7300-3210 POSTAGE & FAX	500	451	500	-	-
01-7300-3212 TELEPHONE	3,100	2,590	3,100	-	-
01-7300-3215 PRINTING & ADVERTISING	6,000	3,291	2,500	(3,500)	(58)
01-7300-3310 AUDIT SERVICE	4,000	2,548	4,200	200	5
01-7300-3325 COMPUTER SERVICES/SUPPLIES	28,300	18,957	8,300	(20,000)	(71)

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
01-7300-3513 PHOTOCOPIER RENT/MTCE CONTRACT	3,100	676	900	(2,200)	(71)
01-7300-4110 ACTIVENET SERVICE CHARGES	24,000	28,259	30,000	6,000	25
<b>Total 7300 Recreation Administration</b>	<b>271,600</b>	<b>228,742</b>	<b>288,600</b>	<b>17,000</b>	<b>6</b>
<b>7320 Recreation Programs - Daycamp</b>					
01-7320-0511 CANADA CONDITIONAL GRANT	-	(4,337)	-	-	
01-7320-0567 FUNDRAISING	(500)	(278)	(400)	100	(20)
01-7320-0579 MISC FEES/CHARGES	-	(217)	-	-	
01-7320-0586 GENERAL REGISTRATIONS	(95,600)	(115,711)	(109,600)	(14,000)	15
01-7320-1110 REGULAR SALARIES	13,300	11,273	14,000	700	5
01-7320-1111 PART-TIME SALARIES	58,100	56,211	64,500	6,400	11
01-7320-1112 OVERTIME (TIME & HALF)	-	1,706	-	-	
01-7320-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(619)	-	-	
01-7320-1510 EMPLOYEE BENEFITS	10,500	10,877	12,700	2,200	21
01-7320-1516 WSIB	2,100	2,037	2,400	300	14
01-7320-2233 GENERAL SUPPLIES & EQUIPMENT	11,400	4,354	11,000	(400)	(4)
01-7320-3146 STAFF TRAINING/DEVELOPMENT	2,200	669	1,800	(400)	(18)
01-7320-3525 CONTRACT STAFF	28,000	40,738	32,000	4,000	14
01-7320-3529 PROGRAM ACTIVITIES	1,500	2,665	1,500	-	-
<b>Total 7320 Recreation Programs - Daycamp</b>	<b>31,000</b>	<b>9,368</b>	<b>29,900</b>	<b>(1,100)</b>	<b>(4)</b>
<b>7321 Recreation Programs - Special Events</b>					
01-7321-0511 CANADA CONDITIONAL GRANT	(2,200)	(2,880)	(2,500)	(300)	14
01-7321-0579 FEES/MISC. CHARGES	(700)	(1,890)	(1,400)	(700)	100
01-7321-0941 TRANSFER FR D.I.A. BOARD	(1,000)	(1,000)	(1,000)	-	-
01-7321-1110 REGULAR SALARIES	6,900	5,956	7,300	400	6
01-7321-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(161)	-	-	
01-7321-1510 EMPLOYEE BENEFITS	2,400	1,972	2,500	100	4
01-7321-1516 WSIB	200	176	200	-	-
01-7321-2233 GENERAL SUPPLIES & EQUIPMENT	5,300	5,249	5,700	400	8
<b>Total 7321 Recreation Programs - Special Events</b>	<b>10,900</b>	<b>7,422</b>	<b>10,800</b>	<b>(100)</b>	<b>(1)</b>
<b>7322 Recreation General Programs</b>					
01-7322-0586 GENERAL REGISTRATIONS	(23,000)	(29,574)	(32,000)	(9,000)	39
01-7322-1110 REGULAR SALARIES	6,400	5,400	6,700	300	5
01-7322-1111 PART-TIME SALARIES	8,400	2,279	7,900	(500)	(6)
01-7322-1112 OVERTIME (TIME & HALF)	-	80	-	-	
01-7322-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(226)	-	-	
01-7322-1510 EMPLOYEE BENEFITS	3,100	2,118	3,100	-	-
01-7322-1516 WSIB	400	230	400	-	-
01-7322-2229 PROJECTS/RESOURCES/SUPPLIES	3,200	1,050	2,700	(500)	(16)
01-7322-3525 FITNESS INSTRUCTORS	6,300	9,247	14,400	8,100	129
<b>Total 7322 Recreation General Programs</b>	<b>4,800</b>	<b>(9,396)</b>	<b>3,200</b>	<b>(1,600)</b>	<b>(33)</b>

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
<b>7323 Recreation Programs - Senior Games</b>					
01-7323-0586 GENERAL REGISTRATIONS	(1,500)	(1,283)	(1,400)	100	(7)
01-7323-1110 REGULAR SALARIES	3,200	2,740	3,400	200	6
01-7323-1111 PART-TIME SALARIES	1,500	1,088	1,500	-	-
01-7323-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(126)	-	-	-
01-7323-1510 EMPLOYEE BENEFITS	1,300	1,087	1,400	100	8
01-7323-1516 WSIB	100	114	100	-	-
01-7323-3627 SUPPLIES/SITES/PROMO	1,300	1,298	1,300	-	-
<b>Total 7323 Recreation Programs - Senior Games</b>	<b>5,900</b>	<b>4,918</b>	<b>6,300</b>	<b>400</b>	<b>7</b>
<b>7400 Capital Assets</b>					
01-7400-6000 AMORTIZATION EXPENSE - TCA	457,200	-	462,600	5,400	1
01-7400-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(457,200)	-	(462,600)	(5,400)	1
<b>Total 7400 Capital Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>7410 Facilities - Administration</b>					
01-7410-0519 WALKING TRACK REVENUE	(400)	(198)	(400)	-	-
01-7410-0521 ONTARIO CONDITIONAL GRANTS	-	-	(160,000)	-	-
01-7410-0579 FEES/MISC. CHARGES	(6,700)	(2,038)	-	6,700	-
01-7410-0934 TRANSFER FROM RESERVES	-	(75,490)	-	-	-
01-7410-0936 TRANSFER FROM RESERVE FUNDS	(203,300)	-	(160,000)	-	-
01-7410-0999 PROCEEDS ON TCA DISPOSALS	-	(8,500)	-	-	-
01-7410-1110 REGULAR SALARIES	58,800	65,318	67,300	8,500	14
01-7410-1111 PART-TIME SALARIES	7,900	14,826	2,700	(5,200)	(66)
01-7410-1112 OVERTIME (TIME & HALF)	-	(57)	-	-	-
01-7410-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(12,524)	-	-	-
01-7410-1510 EMPLOYEE BENEFITS	20,400	24,380	22,700	2,300	11
01-7410-1516 WSIB	2,000	2,483	2,100	100	5
01-7410-1519 EMPLOYEE ASSISTANCE PROGRAM	-	134	-	-	-
01-7410-2214 UNIFORMS & CLOTHING	3,600	229	3,600	-	-
01-7410-3110 PROF.DEV/TRAINING/TRAVEL	6,400	2,818	2,600	(3,800)	(59)
01-7410-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,500	1,423	1,400	(100)	(7)
01-7410-3212 TELEPHONE	4,200	3,104	4,100	(100)	(2)
01-7410-3215 PRINTING & ADVERTISING	1,600	234	500	(1,100)	(69)
01-7410-3319 CAPAC/PRO FEES	400	295	400	-	-
01-7410-3544 ELEVATOR SERVICE CONTRACT	6,300	5,669	6,300	-	-
01-7410-3710 INSURANCE (GENERAL)	82,600	81,845	89,900	7,300	9
01-7410-4220 INTEREST PAYMENT ON LOAN	5,100	4,842	1,100	(4,000)	(78)
01-7410-5210 TCA PURCHASES	210,000	88,990	382,000	172,000	82
01-7410-5213 TRANSFER TO RESERVE	-	5,000	5,000	-	-
01-7410-5230 PRINCIPAL PAYMENTS ON LOAN	164,800	150,860	112,300	(52,500)	(32)
<b>Total 7410 Facilities - Administration</b>	<b>365,200</b>	<b>353,643</b>	<b>383,600</b>	<b>18,400</b>	<b>5</b>



	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
<b>7411 Facilities - Lions Den Room</b>					
01-7411-0611 LIONS DEN ROOM	(9,000)	(8,476)	(9,000)	-	-
01-7411-0613 BOARD ROOM/AUXILIARY ROOM RENTAL	(3,000)	(2,050)	(3,000)	-	-
01-7411-0663 SOP EVENTS	(2,200)	(2,898)	(2,300)	(100)	5
01-7411-1110 REGULAR SALARIES	3,800	2,997	4,300	500	13
01-7411-1111 PART-TIME SALARIES	5,900	3,948	7,300	1,400	24
01-7411-1112 OVERTIME (TIME & HALF)	-	24	-	-	
01-7411-1113 OVERTIME (DOUBLE)	-	64	-	-	
01-7411-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(290)	-	-	
01-7411-1510 EMPLOYEE BENEFITS	2,200	1,650	2,600	400	18
01-7411-1516 WSIB	300	208	400	100	33
01-7411-2213 CLEANING/JANITORIAL SUPPLIES	500	472	600	100	20
01-7411-3421 MULTI-PURPOSE ROOM MTCE/REPAIRS	500	-	500	-	-
01-7411-3715 HYDRO (HEATING)	5,000	3,080	5,100	100	2
01-7411-3716 HYDRO (GENERAL SERVICE ) #1	5,000	3,080	5,100	100	2
<b>Total 7411 Facilities - Lions Den Room</b>	<b>9,000</b>	<b>1,809</b>	<b>11,600</b>	<b>2,600</b>	<b>29</b>
<b>7412 Facilities - Arena Winter Operations</b>					
01-7412-0579 MISC. REVENUE	(5,000)	(5,000)	-	5,000	
01-7412-0582 PUBLIC ICE SKATING ADMISSIONS	(8,100)	(7,747)	(9,000)	(900)	11
01-7412-0596 ADVERTISING- DISPLAY PANELS	(14,500)	(16,284)	(15,500)	(1,000)	7
01-7412-0597 ADVERTISING- SCOREBOARD	(1,500)	(555)	(1,500)	-	-
01-7412-0621 ICE SURFACE-H.M.H.A.	(94,000)	(88,754)	(96,000)	(2,000)	2
01-7412-0622 ICE SURFACE-H.D.F.S.C.	(13,500)	(12,296)	(14,000)	(500)	4
01-7412-0623 ICE SURFACE-H.M.R.A.	(8,000)	(3,245)	(2,800)	5,200	(65)
01-7412-0624 ICE SURFACE-BARONS HOCKEY TEAM	(14,000)	(20,785)	(14,500)	(500)	4
01-7412-0628 ICE SURFACE-PRIVATE RENTALS	(38,700)	(58,366)	(50,700)	(12,000)	31
01-7412-1110 REGULAR SALARIES	122,600	119,038	135,600	13,000	11
01-7412-1111 PART-TIME SALARIES	59,200	51,193	52,700	(6,500)	(11)
01-7412-1112 OVERTIME (TIME & HALF)	5,300	753	5,300	-	-
01-7412-1113 OVERTIME (DOUBLE)	-	1,286	-	-	
01-7412-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(8,166)	-	-	
01-7412-1510 EMPLOYEE BENEFITS	47,800	45,677	52,500	4,700	10
01-7412-1516 WSIB	5,500	5,080	5,800	300	5
01-7412-2213 CLEANING/JANITORIAL SUPPLIES	16,100	17,493	6,500	(9,600)	(60)
01-7412-2519 WATER TREATMENT	1,100	808	1,300	200	18
01-7412-3420 ARENA MTCE/REPAIRS	41,300	31,052	42,900	1,600	4
01-7412-3422 ICE PLANT MTCE/REPAIRS	11,500	19,061	11,500	-	-
01-7412-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	3,000	1,272	3,000	-	-
01-7412-3712 WATER/SEWAGE	5,500	6,198	6,600	1,100	20
01-7412-3713 GAS (HEATING)	25,900	16,376	26,500	600	2
01-7412-3715 HYDRO (HEATING)	20,000	12,322	20,400	400	2
01-7412-3716 HYDRO (GENERAL SERVICE ) #1	20,000	12,322	19,000	(1,000)	(5)
01-7412-3717 HYDRO (ICE PLANT)	71,000	43,126	72,400	1,400	2
<b>Total 7412 Facilities - Arena Winter Operations</b>	<b>258,500</b>	<b>161,859</b>	<b>258,000</b>	<b>(500)</b>	<b>(0)</b>
<b>7413 2023 Olympia Millennium Ice Resurfacers</b>					
01-7413-0518 DONATIONS	-	-	(5,000)		
01-7413-2410 FUEL/OPERATIONS	4,200	4,424	5,000	800	19
<b>Total 7413 2023 Olympia Millennium Ice Resurfacers</b>	<b>4,200</b>	<b>4,424</b>	<b>-</b>	<b>(4,200)</b>	<b>(100)</b>

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
PARKS & RECREATION				\$	%
<b>7414 Facilities - Arena Summer Operations</b>					
01-7414-0612 ARENA	(6,000)	(6,669)	(6,800)	(800)	13
01-7414-1110 REGULAR SALARIES	78,200	46,811	87,600	9,400	12
01-7414-1111 PART-TIME SALARIES	28,800	17,203	23,200	(5,600)	(19)
01-7414-1112 OVERTIME (TIME & HALF)	1,400	743	1,400	-	-
01-7414-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(504)	-	-	-
01-7414-1510 EMPLOYEE BENEFITS	30,100	17,596	33,400	3,300	11
01-7414-1516 WSIB	3,200	1,909	3,400	200	6
01-7414-2213 CLEANING/JANITORIAL SUPPLIES	5,000	6,137	6,000	1,000	20
01-7414-3420 ARENA MTCE/REPAIRS	33,700	17,680	31,700	(2,000)	(6)
01-7414-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	-	1,076	1,000	1,000	
01-7414-3716 HYDRO (GENERAL SERVICE ) #1	-	15,402	14,000	14,000	
<b>Total 7414 Facilities - Arena Summer Operations</b>	<b>174,400</b>	<b>117,384</b>	<b>194,900</b>	<b>20,500</b>	<b>12</b>
<b>7415 Facilities - Concession Booth/Vending Machines</b>					
01-7415-0591 VENDOR COMMISSIONS	(2,800)	(877)	(2,800)	-	-
01-7415-0661 CONCESSION BOOTH	(4,900)	(6,760)	(6,100)	(1,200)	24
01-7415-0662 VENDING MACHINES	(5,000)	(8,772)	(6,000)	(1,000)	20
01-7415-2226 CONCESSION BOOTH SUPPLIES	2,800	4,351	4,000	1,200	43
01-7415-2227 VENDING MACHINE SUPPLIES	4,000	5,221	4,500	500	13
<b>Total 7415 Facilities - Concession Booth/Vending Machin</b>	<b>(5,900)</b>	<b>(6,837)</b>	<b>(6,400)</b>	<b>(500)</b>	<b>8</b>
<b>7425 Arena - East (Back) Parking Lot - 50% HBBAS</b>					
01-7425-0526 AGRICULTURAL SOCIETY SUBSIDY - 50%	(700)	-	(1,300)	(600)	86
01-7425-1110 REGULAR SALARIES	-	883	-	-	-
01-7425-1111 PART-TIME SALARIES	-	107	-	-	-
01-7425-1112 OVERTIME (TIME & HALF)	-	135	-	-	-
01-7425-1510 EMPLOYEE BENEFITS	-	342	-	-	-
01-7425-1516 WSIB	-	33	-	-	-
01-7425-3420 EAST PARKING LOT MTNCE/REPAIRS	1,100	1,017	1,100	-	-
01-7425-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	900	1,850	1,500	600	67
<b>Total 7425 Arena - East (Back) Parking Lot - 50% HBBAS</b>	<b>1,300</b>	<b>4,367</b>	<b>1,300</b>	<b>0</b>	<b>-</b>
<b>Total Parks &amp; Recreation</b>	<b>2,386,100</b>	<b>1,932,303</b>	<b>2,443,500</b>	<b>57,400</b>	<b>2</b>

## SECTION 14 -- HANOVER PUBLIC LIBRARY

### (Culture)



Staffing Complement of 7 FTE includes :

- 1 CEO/Chief Librarian
- 1 Branch Librarian
- 1.6 Assistant Librarian
- 0.8 Library Assistant – Adult Programmer
- 1.9 Part-time Library Customer Service Assistants
- 0.5 Part-time Children & Youth Librarian
- 1.1 Part-time Library Pages and donor funded Computer Helper



## A Visit Will Get You Thinking.

*"...public libraries are vital community hubs that provide residents of all ages with barrier-free access to supports that promote success in school, enable skills development, and reinforce and revitalize cultural identity." - MPP Victor Fedeli, 2024 Minister of Economic Development and Job Creation and Trade.*

2024 was a year of growth, community engagement and innovative initiatives at the Hanover Public Library (HPL). We have continued to be a supportive presence in the community. Our mission statement is to be a *welcoming upbeat community hub* and in 2024 we proved it! We have forged new partnerships with community members and have strengthened our position in the Town of Hanover.

Our library membership grew by 30 cards per month in the first quarter, and 35 new cards per month in the second quarter of 2024. We now serve 41.5% of Hanover's population, vastly higher than other area libraries. In the surrounding area, the libraries that serve a population of under 10,000 with 1 branch are Grand Valley Public Library and West Perth Library whose statistics for population served at 20% and 15% respectively. Looking at the other single branch libraries in the area that serve over 10,000 people, their population served percentage ranges from 14 to 34%, of which Owen Sound serves 31% of their population and Collingwood serves 34%. The HPL exceeds the more urban centers in our surrounding area, showcasing our pivotal role in this community.

2024 saw a lot of shifts in the library personnel and if you happened to stop by you would have seen some new faces. Our new CEO has been committed to finding employees with a community focus to better serve Hanover residents. A 2024 library goal was to improve our community involvement. A seed library was started to help ease the rising costs of food and create some awareness and support for the ever-increasing food insecurity in Grey Bruce, which according to the Grey Bruce Health Unit is affecting 1 in 6 households throughout our two counties. HPL distributed 1,957 free seeds in the first 3 quarters. With continuous donations, this wonderful initiative will continue in 2025. We also partnered with St. Matthew's Lutheran Church to help with the distribution of Good Food Boxes in Hanover.

The library staff and board worked hard this year to increase our presence around the town. The library participated in the following Town events and community partnerships: Family Day, Pride Flag Raising Ceremony, Hanover Fair, Eat Well Market, Canada Day festivities, Spooky Story Trail, Ho Ho Homicide, and will be in the Christmas Market and Christmas Parade. Participating in these events allows us to connect even further with residents.

## **Fundraising:**

Our library board, volunteers, and staff are continuously working on ways to fundraise and increase revenue at the library. A publicly funded library service under the Public Libraries Act cannot charge for lending or reference services. Therefore, HPL has actively engaged in fundraising to generate some revenue. New fundraisers initiated included a trivia night, Spooky Story Trail, and a murder mystery dinner.

HPL's well-renowned book sale is our largest fundraiser thanks to incredible year-round efforts by a small, dedicated team of volunteers and staff. This year's sale was the biggest ever had and required a second storage unit to be secured for all of our donations. Additionally, acceptance of donations was stopped early. The book sale drew customers from Hamilton, Kitchener, London and even someone who saw our unboxing videos came in from Ottawa. These visitors comment that it is worth the drive to Hanover just to attend our book sale for its variety, attention to detail and organization.

Partnerships we have pursued this year proved profitable. Canadian Tire continues to partner with the library on the Hanging Basket Sale in May. This year we sold 3,961 baskets and raised almost \$4,000. We partnered with the Hanover Legion for our Trivia night and had many generous sponsors to maximize our fundraising potential with approximately \$1,500 raised. In partnership with the YMCA and Fired Up Food Truck, a Halloween Spooky Story Trail was hosted. JDSS students created the story and participated in the production as part of their final grade. This event brought together many community demographic groups. Our final 2024 partnership will be with the Hanover Curling Club to implement a new offering, a Christmas Murder Mystery dinner party.

These events attract visitors to the Town, where they contribute to local restaurants, businesses, and gas stations. Such initiatives not only generate essential revenue but also enhance the library's and town's reputation as a destination for quality events. Our June trivia night received great reviews and personal thanks from the Legion president for bringing so many patrons to their establishment. The September Sound of Hanover concert drew enthusiastic public attendance, with many attendees coming into the library after the event to rave about their experience. This was a unique cultural event that will be remembered by many in the Town.

## **Vision for 2025**

Looking ahead to 2025, we are excited about several projects designed to elevate our services.

**Non-fiction Refresh** – According to our collection policy, we are required to perform a studying and learning inventory every 10 years, over and above our yearly weeding requirements. After hiring a new Collections librarian in late 2023, we found that much of

the collection needed an update. Following the COVID pandemic, the way the world runs has changed, and we need to get newer information to reflect those changes. Proposed in the 2025 budget, a small increase to the book budget has been requested to accommodate some of these requirements. The increase in circulation, as well as public feedback indicates that the community has responded to the collection with appreciation. To assist with our growing collection, additional display units will be added (mentioned below) on the end of the stacks, thus there is an increase for in this budget. Obtaining more shelving space is not possible without an increase to the library footprint, therefore creative solutions to expand are being considered.

**Display Upgrades** – Our circulation is increasing along with the number of people entering the library and more space for our books is needed. We will be updating the locations of library collections with accessibility, useability and flow being the primary goals for the change. In 2025, additional display options will be purchased to create more space and staff will move some of the shelves to create 6 more shelves of space for the growing collection. We are planning to seek corporate donations to supplement the cost of the display units.

**Library Refresh** – As part of the Library’s Strategic Plan, we will be undertaking a process to confirm a new logo and in 2026 a new website. Staff have begun working on the logo and have several preliminary sketches drafted. All library staff are being encouraged to provide input and insight to improve the likelihood of a successful rebrand. There is money allotted in the Strategic Plan Initiatives line for this work.

### **Expanded programming including Intergenerational and Multimedia programming–**

Following the pandemic, 2024 was the first year that a full year of programming was implemented. In the first 3 quarters of 2024, HPL provided programming for over 9,000 patrons. In 2025, a programming plan will be created to incorporate more technology programs. Our library computer helper is a highly sought-after resource and by offering more group classes, along with our one one-on-one sessions, we will serve residents better. Keeping up with technologies and helping residents, especially rural residents is a core service that libraries offer throughout the province. It is a key aspect of libraries fulfilling a need that only continues to grow as more and more information and services are moving to a digital space.

A new initiative being undertaken is intergenerational programming. In 2024, we tested the waters with a Grandparent’s tea party with great success. To expand on this, we thought of removing some barriers to attendance of programs for our English as a Second Language (ESL) social circle. With a new online resource, we will be able to offer ESL storytimes so newcomers to the area will be able to come with their families. This fits with the Town of Hanover Strategic Plan’s Healthy Community Initiative 2.4 Embracing community diversity, equity, and inclusion, in making the HPL a newcomer resource hub.

## Budget 2025

Our budget reflects our commitment to efficiency while addressing growing patron needs. The library budget consists of 64% staffing costs, 18% lease payments to the Town of Hanover, and 18% administrative and operating costs. Our staffing budget is the most significant part and is down 67% from last year's budget. With the decrease of two positions and a bump up of hours for another employee, we were able to find efficiencies in spending while still being able to staff the increasingly busy front desk. Following our established practice, we will continue to seek grants to cover positions such as our summer students and computer helper. The positions these grants will support are instrumental to providing the number of programs that we can offer. In the summer of 2024, we were able to serve triple the number of children that we had provided programs to in the previous year.

In 2025, an ambitious approach will be undertaken that will seek grants or corporate donations to cover some of the larger expense ideas such as programming increase and supplementing our multimedia collection. We have a robust fundraising plan to garner revenue for the library. 2024 proved to be an excellent year for the library for fundraising where by November \$25,000 was raised. With our determined staff and CEO we will have our feet on the ground to fundraise again in the upcoming year.

The library operates on a tight budget and we plan to continue to do so, with the 2025 allocation showing only a modest increase, primarily for book refreshment. We're striving to maintain low costs, but several budget lines have risen to match the inflationary prices set by our suppliers. Year-over-year buying power is decreasing with the cost of inflation and the decrease of options for buying. In 2024, two of our major suppliers shut down due to bankruptcy, this creates fewer savings opportunities for libraries to find competitive prices. At the library, we are creative with our solutions for larger expenses. Our staff have leveraged their own in-house skill sets and volunteered expertise of the community to reduce cost for minor renovations such as bookshelf improvements and expansion. We also have many of our program presenters volunteer their time, or having our supplies donated for activities.

Our audio budget is proposed to increase by \$200 even though the popularity of this collection has ballooned this year with the introduction of Wonderbooks. Wonderbooks are an innovative way to help children learn to read. It is an audiobook within a picture book so they can listen and read at the same time, along the lines of what would have been cassette and books or CD and books in the past. Wonderbooks do have high price tag, we have averaged our replacement costs for Wonderbooks to be \$100. Another way we advertise Wonderbooks is to supplement ESL learning, with the same premise as learning to read being able to hear and read the words may assist in learning the language. This collection will continue to be expanded, therefore other components of our audio budget will be reduced. Our DVD budget line is not increasing this year to accommodate an increase in our book budget. Overall, while our budget isn't significantly expanding, the cost of our purchases is rising. Consequently, we'll be able to acquire less with the same amount of money spent last year.

This past year we saw a large increase in circulation desk inquiries, materials circulated, social media interactions and program attendance. Notably, front desk interactions saw an increase during 2024 with the second and third quarters realizing a 16% increase per

month. By the end of the 3rd quarter, we have answered 960 more questions than in the same period the year before. Given this surge in patron activity, the addition of a full-time staff member is proposed for 2025. The library previously operated with four full-time employees, whereas we currently maintain only two full-time positions. The introduction of another full-time role would help establish a more robust operational structure, with the long-term goal of gradually returning to our previous staffing levels. In 2024, we transitioned to a full-time branch manager position, which allowed us to eliminate two part-time positions. This shift is reflected in the budget's wage section, where the increase in full-time salary expenses is offset by a reduction in part-time wages.

The HPL's proposed budget for the upcoming year reflects an overall increase of **5%** compared to 2024. While several of our revenues are staying the same, such as the Ontario Grant (unchanged since the 1990s), our fines and fees to match on par with 2024, and fundraising of \$20,000 dollars - a big contribution from a staff who also must run the library. We are asking for an **8%** increase transfer from the Town of Hanover. The Hanover Library budget is a small portion of the Town budget so a small increase to the library significantly increases our ability to operate with minimal impact on the tax levy. HPL is an informational institution for the community. We are a place for books both educational and with entertainment value, as well as a thriving hub of learning, creativity, and connection. Libraries are an integral part of creating a balanced and equitable community by allowing equal access to information, technology, entertainment and a cultural space free from judgement and monetary requirement for all residents. Since the COVID pandemic there has been increased pressures on social institutions to provide more because the mental health and wellbeing of the population were negatively affected. With Town support, we can continue to build on the momentum of the library this year and ensure that every resident has access to the resources they need to thrive. Let's work together to make Hanover Public Library an even more integral part of our community and the social and cultural fabric of Hanover!

## 2024 Program Highlights

- First full year of programming since before the pandemic – with attendance of over 9,000 people in the first three quarters of the year.
- Started a Senior's story time at Hanover Care and delivered monthly to three of the town's nursing and retirement homes.
- Established a foothold on social media with our unboxing videos, greatly increasing the amount of holds put on books and increasing circulation.
- Collaborated with Grey Bruce Local Immigration Partnership for Culture Days and ESL Social Circle.
- Held a one week non-resident member drive reaching 80 people outside of our catchment area to come into town and get a library card.
- Participated in the Family Day, Earth Day, Canada Day, Hanover Fair, Fall Market/Christmas Market, Eat Well Market, Hope Church Community Fair, Keystone Information Night, Kindergarten Registration Day and the Rotary Christmas Parade, expanding our local presence.
- Bought snowshoes for use on the Hanover Trails – next year will be buying Pickleball paddles.
- Started non-fiction refresh, we increased our purchasing of non-fiction with a corresponding increase in circulation.

- Continued our Open Mic night, first-ever Trivia Night, and the Sound of Hanover Concert – bringing in tourists from the surrounding towns and bolstering Hanover as a place of culture.
- Raised \$25,000 from our main fundraiser events.

## **Goals and Objectives for 2025**

1. Continue to pursue fundraising revenue, preparing a programming and fundraising plan to achieve our goals; including annual book sale, trivia night, craft nights, and other events.
2. Operate on a restricted budget, understanding that taxpayers are under extreme pressure from inflation and the rising cost of living.
3. Refresh our Logo.
4. Support and encourage professional development with new and promoted staff members.
5. Updating our library space through displays and reorganization of book location to find more space for our expanding collection.
6. Seeking grants to provide more STEM learning options for kids, and to purchase handheld learning tablets for use in the library.
7. Find new funding for our computer helper – through a donation drive or grants.
8. Increased board advocacy.

## **LOOKING AHEAD**

- Expanding our virtual service offerings
- Increased partnerships within the Town, robust programming, and fundraising plan
- New faces, enhanced library!
- Revitalizing the book sale, finding more volunteers, and adding an additional sale during the year to deal with increased donations
- Continuing strong support for good quality core library services from our council
- Economic pressures – price increases and limited revenues are expected to continue, drop in interest rates hurting our bank interest revenue significantly



<b>Department</b>	Library
<b>Date</b>	November 18, 2024

<b>1. Staff Position</b>
<b>Assistant Librarian – Collections</b>
<b>2. Revised / Amended or New Position</b>
Amended - Permanent Part Time position amended to Permanent Full Time.
<b>3. Summary of Staff Position / Role   Main Duties</b>
The Assistant Librarian - Collections is responsible for providing the full scope of library services to the public, employing excellent customer service skills. The Assistant Librarian - Collections is primarily responsible for adult collection management & development, interlibrary loans, and participates in the full range of customer service and circulation services including support for the public using computers and the Internet. The Assistant Librarian - Collections works in a team assisting the Chief Librarian with planning, organization, management and administration, in assigned areas of responsibility.
<b>4. Current Status</b>
Part time (28 hours)
<b>5. Proposed Recommended Direction</b>
This position was originally a full-time job with adult programming as part of it. The library hired a highly skilled adult programmer and underwent several position changes. As a result, it was decided to make the Assistant Librarian role part-time while creating a new full-time position, which was the Branch Manager position, in 2024. The Branch Manager position has led us to remove two other part time positions, so tasks from those positions, particularly children’s cataloguing and periodical management will be moving over to the updated position.  Interaction at the front desk has been increasing month over month (16% each month for the first and second quarter of 2024) and the addition of a full time employee will provide extra desk coverage. In the first ¾ of the year Library staff had answered over 900 more questions than we did in the previous time frame.
<b>6. Effective Date Proposed</b>
January 1, 2025

**7. How does this meet current / future Department requirements / succession planning?**

The Ontario government tracks how many library field educated workers are employed at a library (ie Master of Library Science and Library Technicians). This position - Assistant Librarian denotes a level of education that is tracked by one of our funding agents. In the wider scope of the province, educated library positions are being cut in other sectors (specifically in schools). Hanover Public Library once had multiple positions that were Assistant Librarians and to stay in line with industry standards and professional integrity it is important to maintain educated library positions within the system to attract quality future employees.

**8. What is the risk if this position is not implemented?**

Vital services to the daily operation of the library will be delayed. The cataloguing of books would significantly slow down, resulting in longer times for books to get to circulation, affecting patrons ability to get books. To maintain our level of customer service it is important to receive more hours as the library is getting more use than it did in 2024.

**9. Financial Implications (include year in description)**

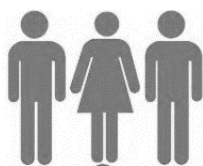
Increase FT wages by \$76,200, with the changes across the positions that are being affected (1 increase in hours, 1 position removed) our PT wages will be decreasing by \$81,100.

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
HANOVER PUBLIC LIBRARY	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>7910 Hanover Public Library</b>					
11-7910-0511 CANADA CONDITIONAL GRANTS	-	(8,515)	-	0	
11-7910-0516 FINES & FEES	(8,000)	(6,664)	(8,000)	0	
11-7910-0518 DONATIONS	(5,500)	(7,991)	(11,000)	-5,500	100
11-7910-0521 ONTARIO CONDITIONAL GRANTS	(16,500)	(2,148)	(16,500)	0	
11-7910-0551 OTHER GRANTS	-	(334)	-	0	
11-7910-0559 BAG TAGS	(300)	(400)	(400)	300	-100
11-7910-0579 FEES/MISC. CHARGES	(1,000)	(67)	-	600	-60
11-7910-0591 FUNDRAISERS	(20,000)	(25,123)	(20,000)	20,000	-100
11-7910-0641 DUPLICATING SERVICES	(5,000)	(4,025)	(4,000)	-15,000	300
11-7910-0690 PROGRAM ACTIVITIES	(4,500)	(1,934)	(3,000)	1,500	-33
11-7910-0922 MONTHLY BANK INTEREST	(15,000)	(14,050)	(6,600)	8,400	-56
11-7910-0934 TRANSFER FROM RESERVES	(10,000)	-	(400)	9,600	-96
11-7910-0945 TRANSFER FROM TOWN OF HANOVER	(636,800)	(583,734)	(669,400)	-32,600	5
11-7910-0957 SALE OF SOUVENIERS(BOOKS-MUGS)	-	(5)	-		
11-7910-1110 REGULAR SALARIES	128,100	93,923	204,300	76,200	59
11-7910-1111 PART-TIME SALARIES	271,000	226,573	184,900	-86,100	-32
11-7910-1112 OVERTIME (TIME & HALF)	-	960	-		
11-7910-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(36,177)	-		
11-7910-1510 EMPLOYEE BENEFITS	77,900	78,164	95,800	17,900	23
11-7910-1516 WSIB	1,400	1,160	1,500	100	7
11-7910-1519 EMPLOYEE ASSISTANCE PROGRAM (EAP)	-	107	-		
11-7910-2110 OFFICE EQUIPMENT PURCHASE	1,000	1,205	1,200	200	20
11-7910-2233 GENERAL SUPPLIES & EQUIPMENT	1,300	975	1,300		
11-7910-2234 FUNDRAISERS	3,700	5,225	4,000	300	8
11-7910-2236 ELECTRONIC RESOURCES/SUBSCRIPTIONS	5,000	4,538	6,200	1,200	24
11-7910-2237 MISC. LENDING MATERIALS	100	640	600	500	500
11-7910-2238 PERIODICALS	1,900	1,360	1,800	-100	-5
11-7910-2250 MATERIAL SUPPLIES & EQUIPMENT	3,600	4,525	4,500	900	25
11-7910-2251 MICROFORM	-	-	300	300	
11-7910-2252 PHOTOCOPIER SUPPLIES	400	103	400	0	
11-7910-2253 COMP-HD/ST ONLINE/SUPPLY	3,500	2,617	3,700	200	6
11-7910-3110 PROF.DEV/TRAINING/TRAVEL	3,300	1,872	5,500	2,200	67
11-7910-3128 SUBSCRIPTIONS & MEMBERSHIPS	500	474	600	100	20
11-7910-3210 POSTAGE & FAX	2,100	1,083	2,200	100	5
11-7910-3212 TELEPHONE	2,100	1,709	2,100	0	
11-7910-3214 PAPER & FORMS	400	272	400		
11-7910-3215 PRINTING & ADVERTISING	2,000	1,385	1,600	-400	-20
11-7910-3220 INTERNET SERVICE PROVIDER	3,900	916	3,300	-600	-15
11-7910-3310 AUDIT SERVICE	2,000	-	2,100	100	5
11-7910-3316 ILS SUPPORT & UPGRADES	4,600	4,612	5,200	600	13
11-7910-3413 GENERAL EQUIPMENT MTCE/REPAIRS	200	491	400	200	100
11-7910-3513 PHOTOCOPIER RENT/MTCE CONTRACT	2,900	2,337	3,200	300	10
11-7910-3529 PROGRAM ACTIVITIES	5,000	4,918	5,000	0	
11-7910-3615 MUNICIPAL OFFICE COMPUTER FEES	3,100	3,100	3,900	800	26
11-7910-3627 CONSULTING SERVICES	10,000	258	2,000	-8,000	-80
11-7910-3710 INSURANCE (GENERAL)	2,300	2,395	2,600	300	13

				BUDGET	BUDGET
	2024	2024	2025	CHANGE	CHANGE
HANOVER PUBLIC LIBRARY	Approved	Actuals	Approved	\$	%
11-7910-3721 LEASE OF LIBRARY SPACE	132,900	121,825	135,600	2,700	2
11-7910-3825 STRATEGIC INITIATIVES	-	-	-		
11-7910-3880 DONOR WALL SIGNAGE	400	262	400	0	
11-7910-4121 VISA/MASTERCARD/INTRAC FEES	300	454	500	200	67
11-7910-4410 CASHIER OVER/SHORT	-	87	-		
11-7910-5211 BOOKS	36,900	42,261	43,000	6,100	17
11-7910-5212 AUDIO	3,300	3,734	3,500	200	6
11-7910-5213 TRANSFER TO RESERVES	-	2,407	-	0	
11-7910-5214 DVD's	5,500	5,007	5,700	200	4
11-7910-6000 AMORTIZATION EXPENSE - TCA	41,400	-	41,200	-200	-
11-7910-6100 CHANGE IN INVESTMENT IN CAPITAL ASSE	(41,400)	-	(41,200)	200	-
<b>Total 7910 Hanover Public Library</b>	<b>-</b>	<b>(67,233)</b>	<b>-</b>	<b>-</b>	

## SECTION 15 --BUILDING / PLANNING / BY-LAW ENFORCEMENT (Protective Inspection / Planning & Development)



### Staffing Complement Includes:

- 1 Director of Building & Planning/Chief Building Official (CBO)
- 1 Building Inspector/Deputy CBO
- 1 Junior Planner
- 1 Municipal Law Enforcement Officer

Building & Development Services is a multi-disciplinary team of Building Officials, By-law Enforcement Officers, and a Planner responsible for administering the Comprehensive Zoning By-law; providing land use planning advice; developing and implementing land use policies, regulations and approvals; reviewing and making recommendations on new development proposals; enforcing the Ontario Building Code and various municipal by-laws through plans examination and site inspections.

### 2024 Program Highlights

#### Notable Achievements

- Saugeen Cedar Heights West has made substantial progress as a total of 43 units have permits issued. Included are 9 semi-detached dwellings, 3 single family dwellings, 2 triplex dwellings and 3 (4 unit) townhouses to date.
- Updating the Comprehensive Zoning Bylaw to incorporate new definitions and clarify existing provisions, enhancing clarity and usability of the Town's Zoning Bylaw.
- Adhering to the legislative changes introduced by Bill 185, *Cutting Red Tape to Build More Homes Act*, and supports compliance with the updated Planning Act requirements.
- Updated Building by-law to align with evolving legislation, the Building Code Act, and the Ontario Building Code.
- Repealed Fence Bylaw No. 1762-3-5-90 and replaced with the new Fence Bylaw No. 3298-24, which provides clearer zoning provisions for fences, including guidelines on prohibited materials, temporary fences, and other related aspects.
- Formal construction of the apartment building located at 223 10th Street. The construction process is currently in full swing, and upon the completion of the grade level, future lane reductions will be averted. The anticipated date of completion is projected to be in mid-2025.
- Continue to prioritize the Cloud permitting system software full-time with successful community buy in.
- Issued 108 permits, an increase in comparison to 2023, while overseeing more complex projects.
- Completing the construction of the Net Zero Firehall.
- Finalized the installation of off-site storm sewer infrastructure for Revera's new Long Term Care project.
- Continued by-law enforcement with increased calls for service.
- Developed the approved new Police Station Project Charter
- Executed nine (9) Site Plan Control Agreements which involved constructing new buildings, amending existing site plans, and changing building uses. The projects included constructing a 16,750 sq. ft. two-unit building at 620 1st Street in the

business park, developing a three-unit commercial building near Marks and converting the former MacLean's building for Hanover Motor Sports.

- Support of a one-year extension was granted to the Loukia Georgiou subdivision to complete the conditions outlined in the draft plan of subdivision.
- An exemption from the Draft Plan of Condominium was granted for 595 1st St.
- Contract award for Development Charges Study and Bylaw to Watson and Associates Economists Ltd.
- Processed five (5) Zoning By-Law Amendments; eight (8) Minor Variances; three (3) Part lot Control Applications and two (2) Consents – an increase from 2023
- Initiated the Town of Hanover's Official Plan review that aims to reassess and update policies to support anticipated growth, ensuring that the Plan fosters healthy, compact, and complete communities.
- Grey County Official Plan Amendment No. 11 appeal finalized.

## Challenges

- Securing adequate lands to meet future growth for commercial, residential, and industrial needs. Working with all levels of government and public in achieving our boundary needs.
- Expansive training and development requirements as Planning legislation continues to change toward sustainability, intensification, and housing. New Ontario Building Code to be in effect January 1, 2025 with significant changes.
- Reluctance toward larger construction projects is growing due to the ongoing increase in construction costs and interest rates.
- Affordability and Attainability of housing projects within the community at large

## Goals and Objectives for 2025

1. Continue to review, approve and process development applications and permits in a timely manner, and follow-up inspections.
2. Continue with the revision of housekeeping by-laws to amend and update existing provisions, and incorporate the stipulated requirements outlined in the forthcoming changes to the planning act and provincial acts.
3. Create short form wording as associated with Comprehensive Zoning bylaw to enable infractions to be rectified through Part 1 set fines.
4. Continue to review innovative and collaborative ways to promote and achieve additional attainable units throughout the town.
5. Continuing work on Town's Official Plan review and complete in 2025
6. To complete the development charges study with the intent to establish a development charges by-law in accordance with the Development Charges Act.
7. Moving forward with a new draft plan concept for additional Industrial Park lands.
8. Continuing the framework to secure adequate lands to meet future commercial, residential and industrial growth needs for the next planning horizon and work with all levels of government and the public to achieve required boundary adjustments.
9. Continue to work with CAO, County, consultants, neighbouring municipalities and property owners to acquire more developable land.
10. Continuing the development within Saugeen Cedar West Heights Subdivisions 114 lots.
11. Planning Applications for Official Plan Amendment, Zoning Bylaw Amendment and Plan of Subdivision for lands at 936 10<sup>th</sup> Street (former Irv Wand lands).

12. Finalize with Loukia Georgiou subdivision agreement, including draft conditions for lands located at 911 8<sup>th</sup> Avenue North and see infrastructure begin.
13. Work with 181 7<sup>th</sup> Street property (former high school) owner and his planning staff to complete necessary planning applications and subsequent building permit process for proposed multi-residential and/or multi-use development. Continue to resolve such property standards and neighbour queries as they arise.
14. The completion and grand opening of the new 109-unit mixed apartment/commercial building at 223 10<sup>th</sup> Street (former Queen's Hotel property) Significant inspection staff time will occur through 2025.
15. Maintain communication with Revera Inc. with respect to their construction of a new 128-bed long-term care facility at 101 7<sup>th</sup> Avenue pending funding reallocations.
16. Construction will commence for phase 1 of apartment building at 651 23<sup>rd</sup> Avenue.
17. Liaise with 601 1<sup>st</sup> Street owner / developer to develop 10-acre site ready property with 3 new buildings for light industrial development being proposed into 2024.
18. Liaise with landowner for lands located at 741 and 853 24<sup>th</sup> Avenue for multi-residential development.
19. Construction of new Volkswagen dealership as associated with Official Plan Amendment and Zoning Bylaw Amendment.
20. Continue to work with owner of Hanover Chrysler to redevelop automobile dealership building at 664 10<sup>th</sup> Street.
21. Liaise with Economic Development Manager for Community Improvement Program incentive projects.
22. Hiring architect and consultants to commence the design for new Hanover Police Station through steering committee.
23. Continue to liaise and support discussions to facilitate a potential hotel development within the town boundaries.

## LOOKING AHEAD

- Complete the background work required under the Development Charges Act, 1997, SO 1997, c27, establish a development charges by-law and development implementation plan. The 2023- 2027 strategic plan identified development charges as a priority recommendation.
- Town of Hanover Official Plan update will be completed. There will be at minimum two public meetings as part of this process and a third-party consultant is assisting with the planning processes as similar in past updates.
- Continued growth discussions will neighbouring municipalities.
- Provide input to the County led Centralized Planning Model and determine its feasibility for Hanover.
- Continue to be involved as Hanover representation in County led committees such as Affordable Housing ADHOC committee and Green Development Standards Committee

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
BUILDING & PLANNING				\$	%
<b>2400 Building</b>					
01-2400-0579 MISC. FEES/CHARGES	(1,500)	-	(6,500)	(5,000)	333
01-2400-0821 BUILDING/SIGN PERMITS	(245,000)	(223,540)	(251,000)	(6,000)	2
01-2400-0880 ZONING COMPLIANCE FEE	(3,000)	(2,751)	(3,000)	-	0
01-2400-0934 TRANSFER FROM RESERVES	(5,000)	(4,673)	-		
01-2400-0999 PROCEEDS ON TCA DISPOSALS	-	(1,800)	-		
01-2400-1110 REGULAR SALARIES	170,400	150,471	173,400	3,000	2
01-2400-1111 PART-TIME SALARIES	300	347	600		
01-2400-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(8,639)	-	-	
01-2400-1510 EMPLOYEE BENEFITS	55,100	47,114	57,000	1,900	3
01-2400-1516 WSIB	5,000	4,326	5,300	300	6
01-2400-1519 EMPLOYEE ASSISTANCE PROGRAM	-	81	-	-	
01-2400-2130 OFFICE & STATIONERY SUPPLIES	1,200	1,586	1,300	100	8
01-2400-2214 UNIFORMS & CLOTHING	500	646	900	400	80
01-2400-2410 VEHICLE EXPENSES - BUILDING	13,400	12,583	13,400	-	0
01-2400-2411 VEHICLE EXPENSES - BYLAW (50%)	10,500	9,778	9,700		
01-2400-3110 PROF.DEV./TRAINING/TRAVEL	12,400	5,978	11,600	(800)	-6
01-2400-3128 SUBSCRIPTIONS & MEMBERSHIPS	2,900	3,218	3,300	400	14
01-2400-3212 TELEPHONE	1,800	1,841	1,800	-	0
01-2400-3311 LEGAL SERVICE	500	161	500	-	0
01-2400-3325 COMPUTER SERVICES/SUPPLIES	17,100	24,189	12,400	(4,700)	-27
01-2400-3525 CONTRACT FEE	16,000	-	10,200	(5,800)	-36
01-2400-5212 TRANSFER TO RESERVE FUND	30,000	-	30,000	-	0
<b>Total 2400 Building</b>	<b>82,600</b>	<b>20,916</b>	<b>70,900</b>	<b>(11,700)</b>	<b>-14</b>
<b>8100 Planning &amp; Development</b>					
01-8100-0579 FEES/MISC. CHARGES	(20,200)	(20,532)	(26,600)	(6,400)	32
01-8100-0680 SITE AGREEMENT FEES	(20,000)	(27,126)	(22,000)	(2,000)	10
01-8100-0934 TRANSFER FROM RESERVES	(66,800)	-	(59,300)		
01-8100-1110 REGULAR SALARIES	104,100	78,384	98,800		
01-8100-1510 EMPLOYEE BENEFITS	32,400	24,462	31,900		
01-8100-1516 WSIB	3,000	2,324	3,000		
01-8100-3110 PROF.DEV/TRAINING/TRAVEL	2,100	3,303	2,800	700	33
01-8100-3128 SUBSCRIPTIONS & MEMBERSHIPS	700	(266)	900	200	29
01-8100-3215 PRINTING & ADVERTISING	5,800	145	1,000	(4,800)	-83
01-8100-3311 LEGAL SERVICES	20,800	-	2,000	(18,800)	-90
01-8100-3316 CONSULTANTS FEES	89,900	38,136	86,300	(3,600)	-4
01-8100-3412 GROUNDS/PROPERTY MTCE/IMPROVE.	800	1,291	800	-	
01-8100-5213 TRANSFER TO RESERVE	10,000	10,000	10,000	-	
01-8100-6000 AMORTIZATION EXPENSE - TCA	4,500	-	3,700	(800)	-18
01-8100-6100 CHANGE IN INVESTMENT IN CAPITAL ASSET	(4,500)	-	(3,700)	800	-18
<b>Total 8100 Planning &amp; Development</b>	<b>162,600</b>	<b>110,121</b>	<b>129,600</b>	<b>(33,000)</b>	<b>(20)</b>



				BUDGET	BUDGET
	2024	2024	2025	CHANGE	CHANGE
BUILDING & PLANNING	Approved	Actuals	Approved	\$	%
<b>8270 Industrial Park</b>					
01-8270-0579 MISC REVENUE	-	(987)	-		
01-8270-0614 RENTAL (LEASE) FEES	(12,700)	(10,632)	(12,900)	(200)	2
01-8270-0936 TRANSFER FROM RESERVE FUND	-	(147,362)	-	-	
01-8270-2711 COST OF INDUSTRIAL LOTS	6,600	7,473	7,600	1,000	15
01-8270-3311 LEGAL SERVICE	-	2,313	-	-	
01-8270-5710 ACQUIRED LAND FOR RESALE	-	146,056	-	-	
<b>Total 8270 Industrial Park</b>	(6,100)	(3,139)	(5,300)	800	-13
<b>Total Building &amp; Planning</b>	<b>239,100</b>	<b>127,898</b>	<b>195,200</b>	<b>-43,900</b>	

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>ANIMAL CONTROL</b>					
<b><u>2420 Canine Control</u></b>					
01-2420-0810 CAT LICENSE	(200)	(170)	(200)	-	-
01-2420-0813 DOG LICENSE	(8,300)	(9,808)	(9,500)	(1,200)	14
01-2420-2241 DOG TAGS/LICENCES	1,000	307	500	(500)	(50)
01-2420-3545 ANIMAL CONTROL CONTRACT	16,800	14,301	16,800	-	-
<b>Total 2420 Canine Control</b>	<b>9,300</b>	<b>4,630</b>	<b>7,600</b>	<b>(1,700)</b>	<b>(18)</b>
<b>Total Animal Control</b>	<b>9,300</b>	<b>4,630</b>	<b>7,600</b>	<b>(1,700)</b>	<b>(18)</b>

## SECTION 16 -- ECONOMIC DEVELOPMENT (Planning & Development)



Staffing Complement Includes:  
1 Economic Development Manager

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The Economic Development Department guides strategies and recommended actions to leverage local resources to grow the economy, to improve quality of life, and to enhance and strengthen Hanover's position as a regional centre, while creating stronger working relationships with neighbouring municipalities and service providers, for our mutual benefit.

Under the direction of the Chief Administrative Officer and advisement of the Economic, Tourism and Cultural Development Advisory Committee, the Economic Development Manager provides advice and assistance to council and the citizens of the Town on matters related to economic development and planning for the long-term prosperity of the community through a range activities.

Things are HIPP in Hanover! Our retention and attractions campaign, Hanover's Innovative People Program (HIPP), is an initiative to drive the recruitment and retention of people, business and investment to the community that infuses creativity, culture and business with the tools to accelerate Hanover to the next level. It encourages people to make Hanover their own, by highlighting the cultural layers, business resources and career value.

### 2024 Program Highlights

- In partnership with Launch Pad and with funding support through the Rural Economic Development (RED) Fund offered by the Ministry of Agriculture, Food and Rural Affairs (OMAFRA), a focus was put towards advancing the HIPP Apprentice retention and attractions campaign. A series of 'Trades are Cool' videos were completed to promote young people exploring a career in the skilled trades by profiling local businesses and their people (Making Headlines Hair Studio and Men's Lounge and Montgomery Industrial Services). A social media marketing campaign was also executed to promote the videos with great response.
- We launched our HIPP Entrepreneur Business Pitch Competition. Over \$11,000 was collected from generous sponsors that provided winners with start-up capital, business coaching, advertising packages, digital media support, and complimentary memberships and services. We received eight applications and awarded one winner and two other finalists with the HIPP Entrepreneur award.
- The second annual Mayor's Breakfast for Business continues to provide fantastic opportunity to connect local business owners and community leaders. This year's event featured an Innovative Work Cultures panel discussion with representatives from local employers, including Hanover & District Hospital, Electrical Contacts Ltd., West Brothers Furniture, Town of Hanover and a contribution from the Grey Bruce Local Immigration Partnership.
- Our final phase of the Wayfinding Strategy was implemented with funding support through RED to complete our full network of directional signs that highlight our leading assets and attractions. It also visually identifies our three

districts (Entertainment, Downtown and Business Park), carries the network of signs through our parks and trails system and helps promote upcoming events at our entrances.

- Our Community Improvement Plan (CIP) continues to support investment in our business community's properties and promote new development. Highlights of 2024 approved applications include supporting the development of a new building in our business park that is home to the new Kids Play Indoor Play Centre and supported the move of our popular Hanover Aerials Gymnastics Club. We also supported four downtown projects that enhanced facades, installation of a new digital sign and parking, landscaping and accessibility improvements.
- Partnerships /Sponsorships
  - Saugeen Connects saw 50 area youth start 46 businesses through the Saugeen Summer Student Start-Up Program, with 13 of the youth residing in Hanover. The program has supported of 250 area youth through the program since inception! A new video was created to promote youth applying for the program that was shared in local schools and on social media.
  - WOWSA hosted a successful Women-Owned Business event that gave participants an opportunity to meet our entrepreneurs and learn more about their journey while enjoying their space, sampling, and receiving discounts and special gifts.
  - The joint summer radio campaign to promote our Entertainment and Downtown Districts continued in collaboration with the DIA, Hanover Chamber of Commerce, Hanover Raceway and Playtime Casino.
  - Continued support of the DIA and Hanover Chamber of Commerce Holiday Shop & Win promotions and annual Trick or Treat Trail.
  - Hanover's Cultural Roundtable collaborated with the Town of Minto and Township of Wellington North's committees to further our shared cultural and tourism agendas. Initiatives were made possible by an investment from the Government of Canada through the Federal Economic Development Agency for Southern Ontario (FedDev Ontario). Highlights include:
    - i. A successful Culture Symposium that featured a keynote speaker on diversity, equity and inclusion. It was held at the Hanover Civic Theatre with additional agenda topics including building knowledge around Ontario Culture Days, input into developing a Culture Guide for the Saugeen Region, and activating experience development.
    - ii. The Saugeen Culture Bus delivered a day of unique experiences across the region for 62 participants embarking on an unforgettable journey through the Saugeen area. Departing from Hanover, Arthur and Harriston on three dedicated buses, attendees discovered the unique culture, rich history, and hospitality that define the region by being treated to carefully curated stops and local foods.
    - iii. Hanover announced a new partnership with Driftscape, North America's most trusted tourism solution, designed to promote tourism and enhance visitor experiences within the region. This collaboration marks a significant step forward in Hanover's commitment to leveraging technology to showcase its rich cultural heritage, vibrant community, and diverse attractions. The

Saugeen Region will further be highlighted via this app with the inclusion of Minto and Wellington North.

- Through the Event Development Fund, Music in the Square and cultural activities we continue to foster community development and pride and invite visitors to experience what Hanover has to offer. The Event Development Fund enhanced downtown activation through support for Eat Well Farmers' Market growth, weekly yoga in the square and the Saugeen Artists' Guild Quick Paint Event, and further supported growth of the fall and Christmas Markets and family attractions at the Hanover Fair.

## Goals and Objectives for 2023-2027

1. **Growth & Attraction** - To provide a framework for how land in the Town and surrounding area can best be utilized to create additional economic opportunities for the area by identifying actions that will provide greater opportunity for growing industrial land, expanding developable land and promoting collaboration.

To leverage our location as a regional hub to attract new businesses and local jobs, while also encouraging a greater mix of housing options for residents of all ages and income levels.

2. **Demographics** - To support initiatives that contribute to workforce/human capital development, retention and attraction, as well as embrace community diversity, equity and inclusion.
3. **Engagement Business Community** - To enhance and strengthen Hanover's economy by collaborating and building partnerships, communications and participation; Put an emphasis on the downtown experience for residents and visitors.
4. **Culture** - To create an environment that supports a thriving economy, enhances quality of life, creates a sense of pride in our community and encourages social cohesion.

"Tourism and culture go hand in hand, and both play a crucial role in community development and retention. It is here where the lived experience of everyday life is created and enjoyed." (*Excerpt from The Grey't Reset: Economic Development, Tourism and Cultural Master Plan*)

5. **Tourism** - To strengthen and promote cohesion with our attractions by enhancing market readiness and identification of opportunities through product and experience development. To support development that builds tourism partnerships and initiatives that promote sense of place.

## Program Changes for 2025

- In response to advancing the Town of Hanover and Economic Tourism and Cultural Development Strategic Plan's goals and timelines, this year will prove to be a year of reflecting, celebrating successes, as well as building on and updating plans. The following is proposed within the budget:
  - Refresh the Cultural Plan with a tourism lens.
  - Develop a Welcoming Community Plan leveraging regional partnerships.
  - Engage downtown stakeholders to establish a Downtown Revitalization Plan and explore options to include an enhanced schedule of events, initiatives and infrastructure (i.e., public washroom).
  - Complete an updated Business Retention & Expansion Study.
  - Support volunteer appreciation efforts.
- Sponsorship of the Hawk's Nest Dragon's Den inspired event that will be held at the Hanover Civic Theatre.

## LOOKING AHEAD

- We propose to continue providing incentives for business development/improvements through the CIP to spur commercial property enhancements, business retention, expansion and attraction, and housing developments; and through the Event Development Fund to promote growth of events.
- We propose to continue to promote collaboration and stakeholder participation in our culture, tourism and marketing efforts to assist in our attraction efforts and building awareness that supports Hanover's position as a regional hub and destination for commerce, entertainment and activity.
- We will continue to implement and promote HIPP and support operations at Launch Pad to further leverage this important asset and the developed collaboration.
- We will continue to collaborate with our regional partners and share resources to grow our economy through the successful Saugeen Connects program.

## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
	Approved	Actuals	Approved	CHANGE	CHANGE
ECONOMIC DEVELOPMENT				\$	%
<b>8200 Economic Development</b>					
01-8200-0521 ONTARIO CONDITIONAL GRANTS	(9,500)	(19,298)	-	9,500	(100)
01-8200-0551 OTHER GRANTS	(1,000)	(7,203)	-	1,000	(100)
01-8200-0579 MISC FEES/DONATIONS	(16,500)	(12,136)	(10,000)	6,500	(39)
01-8200-0934 TRANSFERS FROM RESERVES	(1,700)	(2,008)	(6,900)	(5,200)	306
01-8200-0936 TRANSFER FROM RESERVE FUND	(115,000)	-	(20,000)	95,000	
01-8200-1110 REGULAR SALARIES	93,200	79,762	99,300	6,100	7
01-8200-1111 PART-TIME SALARIES	1,300	3,308	2,300		
01-8200-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)	-	(4,037)	-	-	
01-8200-1510 EMPLOYEE BENEFITS	28,700	25,088	30,900	2,200	8
01-8200-1516 WSIB	2,800	2,461	3,100	300	11
01-8200-1519 EMPLOYEE ASSISTANCE PROGRAM	-	27	-	-	
01-8200-3110 PROF.DEV/TRAINING/TRAVEL	4,300	4,156	4,500	200	5
01-8200-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,600	1,712	1,600	-	-
01-8200-3140 TRADE FAIRS	500	534	600		
01-8200-3212 TELEPHONE	300	289	300	-	-
01-8200-3215 PRINTING & ADVERTISING	11,500	9,689	7,000	(4,500)	(39)
01-8200-3232 WW WEBSITE (MAINTENANCE)	9,900	9,908	4,900	(5,000)	(51)
01-8200-3233 INITIATIVES/SPONSORSHIPS	24,000	26,125	40,500	16,500	69
01-8200-3234 RADIO ADVERTISING	15,000	10,743	15,000	-	-
01-8200-3325 COMPUTER SERVICES/SUPPLIES	2,600	2,092	700		
01-8200-3627 MARKETING & BRANDING	195,000	71,177	59,500	(135,500)	(69)
01-8200-5213 TRANSFER TO RESERVES	35,400	31,702	95,000	59,600	168
01-8200-5214 TRANSFER TO YATC	64,600	68,298	-	(64,600)	(100)
<b>Total 8200 Economic Development</b>	<b>347,000</b>	<b>302,389</b>	<b>328,300</b>	<b>(18,700)</b>	<b>(5)</b>

**SECTION 17 -- OTHER BOARDS – SVCA, SMA, SMART  
(Protective Inspection / Transportation)**



## 2025 BUDGET vs 2024 BUDGET

	2024	2024	2025	BUDGET	BUDGET
OTHER	Approved	Actuals	Approved	CHANGE	CHANGE
				\$	%
<b>2300 Saugeen Valley Conservation Authority</b>					
01-2300-6120 TRANSFER TO S.V.C.A.	148,400	148,386	179,200	30,800	21
<b>Total 2300 Saugeen Valley Conservation Authority</b>	148,400	148,386	179,200	30,800	21
<b>3850 Saugeen Municipal Airport</b>					
01-3850-0518 DONATIONS		(16,000)			
01-3850-5213 TRANSFER TO RESERVE	3,000	3,000	3,000	-	-
01-3850-5216 SMA-AIRPORT-(HANOVER-31.19%)	51,000	63,904	54,300	3,300	6
<b>Total 3850 Saugeen Municipal Airport</b>	54,000	50,904	57,300	3,300	6
<b>3900 SMART Transit</b>					
01-3900-5218 TRANS.TO SMART (Transit Corp)	137,800	137,465	150,500	12,700	9
<b>Total 3900 SMART Transit</b>	137,800	137,465	150,500	12,700	9
<b>3910 SMART Transit - Provincial Gas Tax</b>					
01-3910-0511 CANADA CONDITIONAL GRANTS	-		-		
01-3910-0521 ONTARIO CONDITIONAL GRANTS	(740,000)	(697,909)	(740,800)	-800	0
01-3910-0579 MISC REVENUE					
01-3910-5218 TRANS.TO SMART TRANSIT CORP.	740,000	697,909	740,800	800	0
<b>Total 3910 SMART Transit - Provincial Gas Tax</b>				-	
<b>Total Other</b>	<b>340,200</b>	<b>336,755</b>	<b>387,000</b>	<b>46,800</b>	<b>14</b>

## SECTION 18 -- CAPITAL

Each department head has provided proposed 2025 capital requirements. Projects have been prioritized in accordance with six factors: Asset Management Plan; strategic plan; health and safety; legislation; environmental impact or protection; and available funding. In an effort to address budgetary constraints, many capital projects have been deferred for 2025 based on their priority.

The Capital Comparison Sheet indicates the total capital projects proposed for 2025 compared to 2024. The proposed capital projects for 2025 total \$15,924,800 with \$1,166,000 being funded from the Revenue Fund.

Capital Financing Includes:

Trsf from Revenue Fund \$1,166,000 Tax money required (OLG funds \$1,040,400; Taxes \$125,600)

**Reserves/Reserve Funds: \$4,655,300**

Roofing Medical Clinic - \$630,000; Roads - \$300,000 Loader; \$2,934,000 – Water Tower;

**RECREATION: \$791,300**

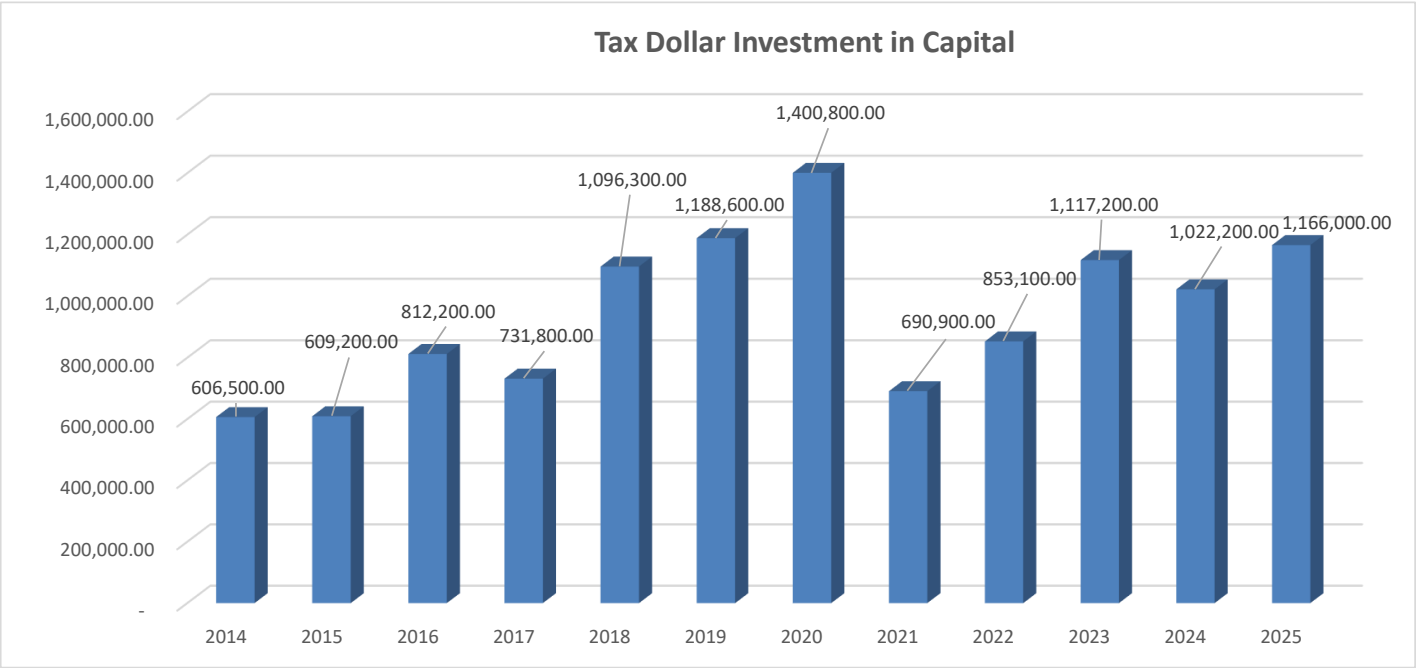
Recreation - \$24,000 East Loop Trail; \$80,000 Kinsmen Pavillion; \$30,000 Raillands Fencing; \$14,000 Ball Diamond Groomer; \$23,500 Wading Pool; \$169,800 Centre of Excellence Park; \$290,000 Outdoor Splashpad; \$160,000 P&H Centre Roof Replacement.

<b>Grants:</b>	\$6,143,400	7 <sup>th</sup> St from 13 <sup>th</sup> Ave Easterly - \$500,000 (OCIF); 7 <sup>th</sup> Ave Water Tower - \$3,666,000 (ICIP) ; 24 <sup>th</sup> Ave CR#28 10 <sup>th</sup> to 14 <sup>th</sup> St - \$330,000 (CCBF); Wastewater Treatment Plant Upgrades - \$1,487,400 (HEWS); P & H Centre Roof Replacement - \$160,000 (CSRIF);
<b>Other:</b>	\$1,945,500	Fire - \$198,000 – internal temporary borrowing; \$30,000 – Trade-in for Loader; \$1,365,500 County Portion of 24 <sup>th</sup> Ave (CR #28); \$1,000 Trade-in for Trailer; \$1,000 Trade-in for Groomer; \$350,000 Donations for Splashpad.
		;
<b>User Fees:</b>	\$2,014,600	<b>Water - \$648,000</b> (\$300,000 SCADA; \$48,000 Roof Replacement; \$20,000 UV Climate Control; \$280,000 7 <sup>th</sup> St from 13 <sup>th</sup> Ave E.; <b>Wastewater - \$1,366,600</b> (\$301,000-7 <sup>th</sup> St. from 13 <sup>th</sup> Ave E.; \$52,500 24 <sup>th</sup> Ave CR#28 from 10 <sup>th</sup> to 14 <sup>th</sup> St; \$323,000 Treatment Plant Upgrades; \$550,100 Interim Plan Upgrades; \$140,000 former JSS Sewer Rehabilitation).
<b>Total</b>	<b><u>\$15,924,800</u></b>	

## CAPITAL BUDGETS 2025 vs 2024

Dept.	Attributable to Revenue Fund			Attributable to Water/Sewer Rates			Attributable to Reserves			Attributable to Grants/Other			TOTAL		
	2025	2024	% Incr.	2025	2024	% Incr.	2025	2024	% Incr.	2025	2024	% Incr.	2025	2024	% Incr.
Administration Civic Centre 140 7th Ave (EMS Bldg)													-	-	
<b>Sub-Total General Gov't</b>	-	-		-	-		-	-	0%	-	-		-	-	#DIV/0!
Fire Emergency Mgmt. Police Bldg Cemetery Medical Clinic								105,000		198,000	7,322,800		198,000	7,322,800	
<b>Sub-Total Protection &amp; Health Services</b>	<b>275,600</b>	-		-	-		<b>630,000</b>	<b>105,000</b>	<b>500%</b>	<b>198,000</b>	<b>7,327,800</b>		<b>1,103,600</b>	<b>7,432,800</b>	<b>-85%</b>
Water Works Sewage System				648,000	623,500		2,934,000	1,600,000		3,666,000	35,000		7,248,000	2,258,500	
<b>Sub-Total Environment</b>	-	-		<b>2,014,600</b>	<b>1,558,900</b>	<b>29%</b>	<b>2,934,000</b>	<b>1,700,000</b>	<b>73%</b>	<b>5,153,400</b>	<b>35,000</b>		<b>10,102,000</b>	<b>3,293,900</b>	<b>207%</b>
Road Work Sidewalks Transportation Equip. Storm Sewers Street Lights	119,400	834,800						161,300		1,865,500	420,000		1,984,900	1,416,100	
<b>Sub-Total Transportation</b>	<b>799,400</b>	<b>930,700</b>	<b>-14%</b>	-	-		<b>150,000</b>	<b>360,400</b>	<b>-58%</b>	<b>2,375,500</b>	<b>521,000</b>	<b>356%</b>	<b>3,324,900</b>	<b>1,812,100</b>	<b>83%</b>
Parks & Outdoor Facilities Regional Aquatic Centre Recr. Admin P & H Centre Civic Theatre	29,000	91,500					148,000	145,300		811,800	2,428,200		988,800	2,665,000	
<b>Sub-Total Recreation &amp; Culture</b>	<b>91,000</b>	<b>91,500</b>	<b>-1%</b>	-	-		<b>331,500</b>	<b>845,600</b>	<b>-61%</b>	<b>971,800</b>	<b>2,434,900</b>		<b>1,394,300</b>	<b>3,372,000</b>	<b>-59%</b>
Industrial Land Plan. & Dev. EDC															
<b>Sub-Total Planning &amp; Development</b>	-	-		-	-		-	-		-	-		-	-	0%
<b>TOTAL TOWN CAPITAL</b>	<b>1,166,000</b>	<b>1,022,200</b>	<b>14.07%</b>	<b>2,014,600</b>	<b>1,558,900</b>	<b>29.23%</b>	<b>4,045,500</b>	<b>3,011,000</b>	<b>34.36%</b>	<b>8,698,700</b>	<b>10,318,700</b>	<b>-15.70%</b>	<b>15,924,800</b>	<b>15,910,800</b>	<b>0.09%</b>
	<b>1,166,000</b>	<b>1,022,200</b>		<b>2,014,600</b>	<b>1,558,900</b>		<b>4,045,500</b>	<b>3,011,000</b>		<b>8,698,700</b>	<b>10,318,700</b>		<b>15,924,800</b>	<b>15,910,800</b>	
		143,800			455,700			1,034,500			1,620,000			14,000	

<b>without water/sewer</b>	<b>1,166,000</b>	<b>1,022,200</b>	-	-	<b>1,111,500</b>	<b>1,311,000</b>	<b>3,545,300</b>	<b>10,283,700</b>	<b>5,822,800</b>	<b>12,616,900</b>
Non-OLG Related Capital	125,600									
OLG Relateable Capital	1,040,400									
OLG Funding	1,313,000									
	128,200									
Available OLG for Capital	1,184,800									
Balance to Operations	144,400.00									surplus/(shortfall) in OLG \$ Avail



## **SECTION 19 -- CAPITAL PROJECTS (2024 Projects)**

The 2024 Capital Budget Forecast Summary provides council with a list of the capital projects by function and sources of funding (as summarized in Section 18).

To the left of the project is a project number that is applicable to the respective capital project. Behind this summary sheet are the individual project sheets with detailed information regarding each individual project as well as the proposed financing for these projects.

## Capital Budget Forecast Summary

Capital Projects

	Priority Rating	Total	Tsfr from Revenue Fund (Taxes)	Water Fees	Sewer Fees	Reserves	Reserve Fund	Grants	Other	Total Financing
<b>General Government</b>										
<b>Total General Government</b>		-	-	-	-	-	-	-	-	-
<b>Protection Services</b>										
1	2000C001 New Police Services Building	125,600	(125,600)	-	-	-	-	-	-	(125,600)
2	2100C009 Replacement of Rescue Pumper	198,000	-	-	-	-	-	-	(198,000)	(198,000)
<b>Total Protection Services</b>		<b>323,600</b>	<b>(125,600)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(198,000)</b>	<b>(323,600)</b>
<b>Health Services</b>										
3	5300C004 Rooftop Mechanical Updates	780,000	(150,000)	-	-	(630,000)	-	-	-	(780,000)
<b>Total Health Services</b>		<b>780,000</b>	<b>(150,000)</b>	<b>-</b>	<b>-</b>	<b>(630,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(780,000)</b>
<b>Transportation Services</b>										
4	3300C024 7th Street from 13th Avenue Easterly	1,810,000	(729,000)	(280,000)	(301,000)	-	-	(500,000)	-	(1,810,000)
5	3300C031 Loader Replacement	380,000	(50,000)	-	-	(300,000)	-	-	(30,000)	(380,000)
6	3300C033 6th St A from 13th to 15th Ave / 14th Ave	20,400	(20,400)	-	-	-	-	-	-	(20,400)
<b>Total Transportation Services</b>		<b>2,210,400</b>	<b>(799,400)</b>	<b>(280,000)</b>	<b>(301,000)</b>	<b>(300,000)</b>	<b>-</b>	<b>(500,000)</b>	<b>(30,000)</b>	<b>(2,210,400)</b>
<b>Environment Services</b>										
7	4400C004 7th Avenue Water Tower Replacement	6,600,000	-	-	-	-	(2,934,000)	(3,666,000)	-	(6,600,000)
8	4400C007 24th Avenue (CR#28) 10th to 14th St	1,748,000	-	-	(52,500)	-	-	(330,000)	(1,365,500)	(1,748,000)
9	4430C003 SCADA System	300,000	-	(300,000)	-	-	-	-	-	(300,000)
10	4430C004 Flat Roof Replacement	48,000	-	(48,000)	-	-	-	-	-	(48,000)
11	4430C005 HVAC Climate Control	20,000	-	(20,000)	-	-	-	-	-	(20,000)
12	4620C005 Wastewater Treatment Plant Upgrade	323,000	-	-	(323,000)	-	-	-	-	(323,000)
13	4620C006 Interim Plant Upgrades	2,037,500	-	-	(550,100)	-	-	(1,487,400)	-	(2,037,500)
14	4640C002 Former JDSS Sewer Rehabilitation	140,000	-	-	(140,000)	-	-	-	-	(140,000)
<b>Total Environment Services</b>		<b>11,216,500</b>	<b>-</b>	<b>(368,000)</b>	<b>(1,065,600)</b>	<b>-</b>	<b>(2,934,000)</b>	<b>(5,483,400)</b>	<b>(1,365,500)</b>	<b>(11,216,500)</b>
<b>Parks, Recreation &amp; Culture</b>										
15	7100C008 Hydraulic Trailer Replacement (Parks Equi	30,000	(29,000)	-	-	-	-	-	(1,000)	(30,000)
16	7100C012 Trails System East Loop Development (24	24,000	-	-	-	-	(24,000)	-	-	(24,000)
17	7100C014 Kinsmen Ball Park Pavillion	80,000	-	-	-	-	(80,000)	-	-	(80,000)
18	7100C015 RailLands - Fencing & Field Upgrades	30,000	-	-	-	-	(30,000)	-	-	(30,000)
19	7100C023 Ball Diamond Groomer	15,000	-	-	-	-	(14,000)	-	(1,000)	(15,000)
20	7100C025 Centre of Excellence Park	169,800	-	-	-	(169,800)	-	-	-	(169,800)
21	7100C027 Outdoor Splash Pad	640,000	-	-	-	(290,000)	-	-	(350,000)	(640,000)
22	7210C006 Wading Pool Pump & Motor	23,500	-	-	-	-	(23,500)	-	-	(23,500)
23	7410C013 P&H Centre Refrigeration Plant Equipmen	40,000	(40,000)	-	-	-	-	-	-	(40,000)
24	7410C014 P&H Centre Roof Replacement	320,000	-	-	-	-	(160,000)	(160,000)	-	(320,000)
25	7410C017 Snow Pit Coil Replacement	22,000	(22,000)	-	-	-	-	-	-	(22,000)
<b>Total Parks, Recreation &amp; Culture</b>		<b>1,394,300</b>	<b>(91,000)</b>	<b>-</b>	<b>-</b>	<b>(459,800)</b>	<b>(331,500)</b>	<b>(160,000)</b>	<b>(352,000)</b>	<b>(1,394,300)</b>
<b>Planning &amp; Development</b>										
<b>Total Planning &amp; Development</b>		-	-	-	-	-	-	-	-	-
<b>Grand Total</b>		<b>15,924,800</b>	<b>(1,166,000)</b>	<b>(648,000)</b>	<b>(1,366,600)</b>	<b>(1,389,800)</b>	<b>(3,265,500)</b>	<b>(6,143,400)</b>	<b>(1,945,500)</b>	<b>(15,924,800)</b>



## Town of Hanover Capital Projects

<b>Project</b>	2000C001 New Police Services Building		
<b>Department</b>	Police Services Bldg		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>As per Police Services Building Review presentation on June 17, 2024 regarding three scenarios with the recommendation for a 2 - storey, 12,000 square foot building. Report CAO 11-24 provided a more detailed Committee Report indicating the 3 scenarios with costings ranging from \$8,589,924 to \$9,669,924. Council requested further financial information that was presented at the July 15, 2024 Council meeting as per Report CAO 14-24.</p> <p>At this July 15, 2024 meeting, it was Council's decision to proceed with this new police building with a 3 year levy phase-in.</p> <p>2025 Phase 1 - Design Phase and hire of architect/engineer - 1st year of additional levy required (approx. 1.38% levy increase) - \$125,600</p> <p>2026 Phase 2 - Tender documents and awarding of the construction contract with possible construction starting. 2nd year of additional levy required (approx. 2.88% levy increase) \$387,800 (\$125,600 + \$262,200)</p> <p>2027 Phase 3 - Construction completed - 3rd year of additional levy required (approx. 2.88% levy increase). \$650,000 (\$387,800 + \$262,200)</p> <p>2028 - Operations - all long term debt repayments would be part of operations. Monies shown as tax \$ under capital in 2025 - 2027 will now be used for operational purposes.</p>

Risk of Not Proceeding
<p>Deficiencies with current location, limited insulation, lower level accessibility and upgrades required. Prisoner sally port does not meet the requirements of a Police Services Building.</p>

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Downtown Location
Tax Levy Impact (Funding Available)	0	Long Term Borrowing to undertake this new build required
Efficiency/Time Resources Savings	1	Downtown Location
Strategic Plan Value	2	Safe & Reliable Infrastructure; Open & Responsible Government
AMP Priority	1	Replacement of existing Police Station. Existing station to be repurposed for municipal needs and/or sold.
<b>Total Weight</b>	<b>86</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONSULTANTS / ENGINEERING CONTRACT	913,400	125,600	387,800	400,000				
	7,975,400			7,975,400				
<b>Expenditures Total</b>	<b>8,888,800</b>	<b>125,600</b>	<b>387,800</b>	<b>8,375,400</b>				
<b>Funding</b>								
TAXES	1,163,400	125,600	387,800	650,000				
MISC OTHER REVENUE	7,225,400			7,225,400				
RESERVES	500,000			500,000				
	8,888,800	125,600	387,800	8,375,400				
<b>Funding Total</b>	<b>8,888,800</b>	<b>125,600</b>	<b>387,800</b>	<b>8,375,400</b>				

Attributes		
Attribute	Value	Comment



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	2000C001 New Police Services Building		
<b>Department</b>	Police Services Bldg		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Attributes		
Attribute	Value	Comment
Department	Police Services Bldg	Town Owned Building for Police Services Use.
Function	Protection & Health Services	
Location	10th Avenue	former firehall location, beside existing Municipal Civic Centre
Type of Project	New Asset	replaces existing building located at 203 10th Street
Project Asset Classification	Buildings	
Strategic Plan	Safe and Reliable Infrastructure	
Approval Status	In Budget	As per report CAO 14-24 approved by Council
Priority Rating	A Priority Weighting Between 80-100%	





# Town of Hanover

## Capital Projects

<b>Project</b>	2100C009 Replacement of Rescue Pumper		
<b>Department</b>	Fire		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>Replacement of 1999 Rescue Pumper to house all rescue, firefighting, technical rescue equipment.</p> <p>Presently this apparatus is the most used in the fire department fleet. It is first to respond to rescues, carbon monoxide calls and out of town fire emergencies. It is second out of station to in town fire emergencies and other issues that require rescue tools. In 2025, the apparatus will be 26 years old. Wiring issues, engine/air brake issues, and body decomposition have plagued the apparatus in recent years. The firefighters and repair staff have attempted to keep the unit in service but there are water discharges that are no longer operational and many of the lights on the pump panel no longer operate. In addition, repair costs are continuing to escalate and the concern is that it will not operate when it is needed most during emergencies.</p> <p>The present apparatus is a custom build, and hold 8 personnel. Fire Department staff have spent considerable time discussing options that would best serve the municipality, as well as overall cost effectiveness.</p> <p>In 2024 council approved the purchase of a commercial rescue/pump that will carry 5 personnel to the scene to replace the custom cab rescue/pump. Based on the high cost of the custom apparatus, this move saved the municipality over \$500,000. The commercial cab apparatus will also assist in response time reduction, reduced repair costs compared to a custom cab design, flexibility of operations, as well as many other efficiencies.</p> <p>A new apparatus takes up to three years to build. As a result a down payment was provided in 2024, the chassis will be purchased in 2025, upfitting of cabinets in 2026 and final payment upon delivery in 2027.</p> <p>Once delivered, this apparatus will be used as the first due fire pump apparatus at all fire emergencies and rescues. placing Engine 910 as the second. This is advantageous as 910 is a pumper/tanker and can be used more efficiently and effectively as the second due apparatus.</p>

Risk of Not Proceeding
<p>This apparatus performs dual duty as a suppression truck as well as a rescue apparatus. The apparatus is costing more and more each year to maintain operational status. The apparatus is having electrical issues that are difficult to source and repair. Should the truck not be repairable at some point in the future, rescue equipment will not be transported to scene and structural firefighting operations will be compromised without a pump apparatus such as this to supply water to interior crews. In addition, if not replaced, the Town of Hanover will not be meeting the FUS requirements and residents may see an increase to insurance rates as a result.</p>

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Required as part of the structural firefighting equipment as well as transporting rescue equipment to scenes. New apparatus is environmentally friendlier due to less pollutants and potential for electric power. A front line pump apparatus has to be newer than 15 years and back up 20 years old or newer to maintain Fire Underwriters survey credit as a 2nd line apparatus FUS standards indicate when a fire apparatus must be replaced based on the population per square km
Tax Levy Impact (Funding Available)	0	
Efficiency/Time Resources Savings	1	New apparatus will have less emissions and be more fuel efficient. It will also ensure that the fire department can continue to respond to emergencies in the municipality without concern for breakdown or repair. Repairs on a commercial chassis will be more economical and parts are less expensive than the custom cab alternative. This apparatus is a necessary part of Hanover Fire response to a number of responses, including fires and rescues. If it does not operate, necessary equipment and personnel are not transported to the scene.
Strategic Plan Value	2	Safe and Reliable Infrastructure, Healthy and Welcoming Community, Open and

<b>Total Weight</b>	<b>86</b>	
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## Town of Hanover Capital Projects

<b>Project</b>	2100C009 Replacement of Rescue Pumper		
<b>Department</b>	Fire		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Priority		
Category	Priority	Comment
AMP Priority	1	Responsible Government; This apparatus is required to maintain a safe community. This apparatus was received in 1999, and thus has had a 26 year operation. Costs of maintaining the apparatus in ready status has been increasing. Replacement of TCA #167
<b>Total Weight</b>	<b>86</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031

<b>Expenditures</b>								
VEHICLE PURCHASE	674,000	198,000	20,000	456,000				
	674,000	198,000	20,000	456,000				
<b>Expenditures Total</b>	<b>674,000</b>	<b>198,000</b>	<b>20,000</b>	<b>456,000</b>				

<b>Funding</b>								
MISC OTHER REVENUE	674,000	198,000	20,000	456,000				
	674,000	198,000	20,000	456,000				
<b>Funding Total</b>	<b>674,000</b>	<b>198,000</b>	<b>20,000</b>	<b>456,000</b>				

Attributes		
Attribute	Value	Comment
Department	Fire	
Function	Protection & Health Services	
Location	Fire Station	
Type of Project	New Asset	
Project Asset Classification	Vehicles	
Strategic Plan	N/A	
Approval Status	In Budget	2024 Draft Budget
Priority Rating	A Priority Weighting Between 80-100%	



# Town of Hanover Capital Projects

<b>Project</b>	2100C009 Replacement of Rescue Pumper		
<b>Department</b>	Fire		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

## Gallery

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**Town of Hanover**  
**Capital Projects**

<b>Project</b>	5300C004 Rooftop Mechanical Updates		
<b>Department</b>	Medical Centre		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>The existing medical clinic has been in operation for +/- 23 years, With a typical building lifespan, there are numerous equipment updates that are either beginning or exceeding their anticipated lifespan.</p> <p>Town staff along with Demaiter Engineering Consultants (DEI) reviewed Hanover Medical Clinic mechanical system equipment to determine the remaining lifespan of existing equipment and their anticipated replacement costs. Through this process, DEI was able to determine there are currently 13 rooftop units which are all either at or already have exceeded their anticipated lifespan. DEI proposed 2 replacement options:</p> <p>Option 1 - Like for Like Replacement - \$595,000 (Council recommended as most fiscally responsible option)</p> <p>Option 2 - Energy Efficient Unit Replacement - \$995,000 (Greenhouse Gas Emissions may decrease, however large increase to electrical requirements for this option).</p> <p>It was also recommended that at the time of mechanical unit replacements, that any roofing work should be completed at that time to allow proper tie ins and minimize re-work later on. A rough estimate was received in the amount of \$185,000 for roofing.</p>

Risk of Not Proceeding
<p>Continuing to delay replacement of mechanical units may result in having to react when any unit goes into critical failure. Additionally replacing these units one at a time would increase the overall costs for craning and mobilization eventually resulting in increased overall project costs.</p> <p>While the roofing maintenance and repairs have occurred throughout the buildings lifespan, and may be acceptable to leave as is until failure, there would be an increased cost to raising the mechanical units to complete an adequate/warranty roofing system when it is completed at another time.</p> <p>Furthermore, all the rooftop units are critical to providing adequate fresh air intake, air flow and safety of the operational Medical Facility. Critical failure of a unit would result in building service downtime for months in the event of a reactive replacement.</p>

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Functional Healthcare Operations; Environmental Impact
Tax Levy Impact (Funding Available)	1	74% of this cost is being covered through the general reserves (medical clinic portion)
Efficiency/Time Resources Savings	1	Reduced downtime or closure of facilities to accomodate reactive approach
Strategic Plan Value	1	Safe & Reliable Infrastructure;
AMP Priority	1	RTU's 2454-2466 (13 units) part of TCA 563.
<b>Total Weight</b>	<b>80</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONTRACT	780,000	780,000						
	780,000	780,000						
<b>Expenditures Total</b>	<b>780,000</b>	<b>780,000</b>						
<b>Funding</b>								
TAXES	150,000	150,000						
RESERVES	630,000	630,000						
	780,000	780,000						
<b>Funding Total</b>	<b>780,000</b>	<b>780,000</b>						



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	5300C004 Rooftop Mechanical Updates		
<b>Department</b>	Medical Centre		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Attributes		
Attribute	Value	Comment
Department	Medical Centre	
Function	Protection & Health Services	
Location	Medical Clinic	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Buildings	
Strategic Plan	Safe and Reliable Infrastructure	
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	3300C024 7th Street from 13th Avenue Easterly		
<b>Department</b>	Road Construction Projects		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>The reconstruction would include curb and gutter and a new sidewalk. There is a number of wider surface treated streets in the southeast section of Town in the 1970's that are requiring infrastructure replaced and upgrading to current standards.</p> <p>The total estimated cost is \$1,810,000 comprised of: \$1,528,700 construction, \$100,000 contingency, \$150,000 Engineering and \$31,300 net HST.</p> <p>The total estimated cost for each infrastructure category is \$599,000 road, \$558,000 storm, \$72,000 sidewalk, \$280,000 water, \$301,000 sanitary.</p>

Risk of Not Proceeding
Further deteriorating of infrastructure originally constructed in the 1970's.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Infiltration into Sanitary, lack of sidewalk
Tax Levy Impact (Funding Available)	1	Water/Sewer Fees cover 32% of project; OCIF Grant Funding 26%
Efficiency/Time Resources Savings	1	Aging infrastructure/infiltration; Replacement will provide road/storm easier to maintain
Strategic Plan Value	2	Safe & Reliable Infrastructure; Healthy & Welcoming Community (Environment)
AMP Priority	1	TCA's#837-Land; 1784-Rd Surface; 1785-Rd Base; 1070 Water; 1333-1335-Sewer;
<b>Total Weight</b>	<b>93</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONSULTANTS / ENGINEERING CONTRACT	152,600	152,600						
	1,657,400	1,657,400						
<b>Expenditures Total</b>	<b>1,810,000</b>	<b>1,810,000</b>						
<b>Funding</b>								
TAXES	729,000	729,000						
WATER FEES	280,000	280,000						
SEWER FEES	301,000	301,000						
PROVINCIAL GRANTS	500,000	500,000						
	1,810,000	1,810,000						
<b>Funding Total</b>	<b>1,810,000</b>	<b>1,810,000</b>						

Attributes		
Attribute	Value	Comment
Department	Road Construction Projects	
Function	Transportation Services	
Location	7th Street	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Roads	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	



## Town of Hanover Capital Projects

<b>Project</b>	3300C031 Loader Replacement		
<b>Department</b>	Road Construction Projects		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>The current loader (2003 CAT 928G) was purchased in 2020. Since the purchase of the used loader in 2020, \$30,000/year from the revenues collected from the Hanover/Walkerton (H/W) Landfill Site for usage, has been put into a reserve for future replacement. This machine is used for daily operations at the H/W Landfill site as well as loading snow from the town's parking lots.</p> <p>The loader as of August 2024 has 15,000 engine hours. Replacement cost estimate in 2024 was \$380,000 less \$30,000 trade-in.</p>

Risk of Not Proceeding
<p>Increased operating expenses to maintain aging equipment. Inability to maintain landfill site operations which the loader is utilized four days per week at the H/W Landfill site.</p>

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	machine required for daily operations at Hanover/Walkerton Landfill Site
Tax Levy Impact (Funding Available)	1	\$30,000/year in reserves since 2021 from landfill fees received
Efficiency/Time Resources Savings	1	less maintenance and downtime - need loader for landfill site (4 days/week)
Strategic Plan Value	2	Safe & Reliable Infrastructure, Open & Responsible Government
AMP Priority	1	machine becoming unreliable and costly maintenance required - TCA #2932
<b>Total Weight</b>	<b>83</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
EQUIPMENT PURCHASE	380,000	380,000						
	380,000	380,000						
<b>Expenditures Total</b>	<b>380,000</b>	<b>380,000</b>						
<b>Funding</b>								
TAXES	50,000	50,000						
RESERVES	300,000	300,000						
PROCEEDS ON DISPOSAL (TRADE-	30,000	30,000						
	380,000	380,000						
<b>Funding Total</b>	<b>380,000</b>	<b>380,000</b>						

Attributes		
Attribute	Value	Comment
Department	Road Construction Projects	
Function	Transportation Services	
Location	Roads	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Equipment/Machinery	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	



## Town of Hanover Capital Projects

<b>Project</b>	3300C033 6th St A from 13th to 15th Ave / 14th Ave from 7th to 6th St Reconstruction		
<b>Department</b>	Road Construction Projects		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>The reconstruction would include curb and gutter and a new sidewalk. There is a number of wider surface treated streets in the southeast section of Town in the 1970's that are requiring infrastructure replaced and upgrading to current standards.</p> <p>The total estimated cost of \$1,998,000 comprised of \$1,633,000 construction, \$150,000 contingency, \$180,000 Engineering and \$35,000 net HST.</p> <p>The total estimated cost for each infrastructure category is \$693,000 road, \$485,000 storm, \$147,000 sidewalk, \$370,000 water, \$303,000 sanitary.</p>

Risk of Not Proceeding
Further deteriorating of infrastructure originally constructed in the 1970's.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Old infrastructure 50+ years old.
Tax Levy Impact (Funding Available)	1	Water/Sewer fees cover 41% of project; OCIF Grant Funding covering 25%
Efficiency/Time Resources Savings	1	Easier Road Maintenance
Strategic Plan Value	2	Safe & Reliable Infrastructure, Healthy & Welcoming Community (Sidewalk)
AMP Priority	1	TCA #830/768 Land; 1770/1646 Rd Surf; 1771/1647 Rd Base; 1062/985 Water; 1324 Sewer; Road/Storm Priority
<b>Total Weight</b>	<b>93</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONSULTANTS / ENGINEERING	183,200	20,400	162,800					
CONTRACT	1,835,200		1,835,200					
	2,018,400	20,400	1,998,000					
<b>Expenditures Total</b>	<b>2,018,400</b>	<b>20,400</b>	<b>1,998,000</b>					
<b>Funding</b>								
TAXES	845,400	20,400	825,000					
WATER FEES	370,000		370,000					
SEWER FEES	303,000		303,000					
PROVINCIAL GRANTS	500,000		500,000					
	2,018,400	20,400	1,998,000					
<b>Funding Total</b>	<b>2,018,400</b>	<b>20,400</b>	<b>1,998,000</b>					

Attributes		
Attribute	Value	Comment
Department	Road Construction Projects	
Function	Transportation Services	
Location	6th St A / 14th Ave	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Roads	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	





**Town of Hanover  
Capital Projects**

<b>Project</b>	4400C004 7th Avenue Water Tower Replacement		
<b>Department</b>	Waterworks Distribution		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>The required Schedule "B" Environmental Assessment (EA) commenced in 2023 to be completed in 2024 involves studies such as geo-technical, hydrogeology, natural heritage, archeological, and hydraulic calculations. Construction to commence in Fall of 2024 with an 18 month construction period. Based upon 2021 water tower construction in Drayton and Markdale, the overall project is estimated to cost as follows:</p> <p>Composite Elevated Tank (3500 cu m) -\$ 5,840,000; Infrastructure Upgrades -\$500,000; Demolition/Removal of Existing Tower-\$200,000; Contingency (20%) - \$1,300,000; TOTAL CONSTRUCTION \$7,840,000 Class "B" EA -\$80,000; Engineering Design/Approvals - \$450,000; Contract Administration - \$450,000; Net HST(1.76%) - \$155,000; PROJECT TOTAL-\$8,975,000</p> <p>Funding through the Investing in Canada Infrastructure Program - Green Infrastructure Stream (ICIP-Green Stream) was approved in April 2022 providing up to \$2,000,000 Federal and \$1,666,000 Provincial grant funding.</p>

Risk of Not Proceeding
<p>Future growth will be restricted. Inability due to scheduled maintenance due to lack of water storage capacity.</p>

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	water supply & storage; environmental and public H&S
Tax Levy Impact (Funding Available)	2	ICIP Grant Funding - \$3,666,000; balance from water reserves and water reserve funds
Efficiency/Time Resources Savings	1	Future growth and water storage capacity
Strategic Plan Value	2	Safe & Reliable Infrastructure; Balanced Growth, Open and Responsible Government
AMP Priority	1	to allow for continued growth; TCA 25, 364
<b>Total Weight</b>	<b>100</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONSULTANTS / ENGINEERING	700,000	600,000	100,000					
CONTRACT	7,275,000	6,000,000	1,275,000					
	7,975,000	6,600,000	1,375,000					
<b>Expenditures Total</b>	<b>7,975,000</b>	<b>6,600,000</b>	<b>1,375,000</b>					
<b>Funding</b>								
FEDERAL GRANTS	2,000,000	2,000,000						
PROVINCIAL GRANTS	1,666,000	1,666,000						
RESERVES	500,000		500,000					
RESERVE FUND	3,809,000	2,934,000	875,000					
	7,975,000	6,600,000	1,375,000					
<b>Funding Total</b>	<b>7,975,000</b>	<b>6,600,000</b>	<b>1,375,000</b>					

Attributes		
Attribute	Value	Comment
Department	Waterworks Distribution	
Function	Environmental Services	



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	4400C004 7th Avenue Water Tower Replacement		
<b>Department</b>	Waterworks Distribution		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Attributes		
Attribute	Value	Comment
Location	7th Avenue	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Buildings	
Strategic Plan	N/A	
Approval Status	In Budget	Multi-Year Project - approved in 2021
Priority Rating	A Priority Weighting Between 80-100%	



# Town of Hanover

## Capital Projects

<b>Project</b>	4400C007 24th Avenue (CR#28) 10th to 14th St		
<b>Department</b>	Road Construction Projects		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>Joint project with Grey County to provide urbanization of 24th Avenue (CR#28) from 10th Street to Saugeen River crossing and watermain looping for three subdivisions. The section from 10th to 14th Street will have curb and gutter on both sides of roadway with sidewalk on the west side. Cobide Engineering are completing the design on behalf of the Town and Grey County.</p> <p>Phase 1 - 14th St to Saugeen River Crossing completed in 2023. Phase 2 - 10th to 14th St. scheduled for 2025.</p> <p>The total estimated cost for Phase 2 is \$1,748,000 comprised of \$1,474,000 construction, \$120,000 contingency, \$124,000 engineering and \$30,000 net HST.</p> <p>The total estimated cost for each infrastructure category is \$1,032,700 road (County), \$332,800 storm (County), \$216,000 boulevards/pavings/restoration (Town), \$86,500 sidewalk (Town), \$52,500 sanitary (Town), \$27,500 Street Lights (Town).</p>

Risk of Not Proceeding
Inability to complete urbanization of 24th Avenue (CR#28) to provide sidewalk for safe access between 10th and 14th Street.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Sanitary Servicing, Sidewalk
Tax Levy Impact (Funding Available)	2	78% funded by County; 3% by Sewer Fees; 19% Town portion covered through CCBF Grants
Efficiency/Time Resources Savings	1	Improve Pedestrian Access
Strategic Plan Value	2	Safe & Reliable Infrastructure; Balanced Growth; Healthy & Welcoming Community; Open & Responsible Gov't
AMP Priority	1	Sanitary extension to existing infrastructure, new sidewalk and blvd (urbanize) - project in conjunction with Grey Cty road rehabilitation.
<b>Total Weight</b>	<b>100</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONSULTANTS / ENGINEERING	126,000	126,000						
CONTRACT	1,622,000	1,622,000						
<b>Expenditures Total</b>	<b>1,748,000</b>	<b>1,748,000</b>						
<b>Funding</b>								
SEWER FEES	52,500	52,500						
PROVINCIAL GRANTS	330,000	330,000						
MISC OTHER REVENUE	1,365,500	1,365,500						
<b>Funding Total</b>	<b>1,748,000</b>	<b>1,748,000</b>						

Attributes		
Attribute	Value	Comment
Department	Road Construction Projects	Roads, Storm, Sanitary Sewer, Sidewalk and Street Lights Project - Previous project included Water (14th - Saugeen River Crossing)



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	4400C007 24th Avenue (CR#28) 10th to 14th St		
<b>Department</b>	Road Construction Projects		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Attributes		
Attribute	Value	Comment
Function	Transportation Services	
Location	24th Ave	Cty Rd #28 from 10th to 14th St
Type of Project	Addition to Existing Asset	in conjunction with Grey County
Project Asset Classification	Sanitary System	Extension from Phase 1 completed in 2023
Strategic Plan		
Approval Status	In Budget	Phase 1 - approved in 2023; Phase 2 - Engineering in 2024; Construction in 2025.
Priority Rating	A Priority Weighting Between 80-100%	Joint Project with County - County responsible for Road/Storm; Town for Blvd Paving, Sidewalk & Sanitary Sewer



**Town of Hanover  
Capital Projects**

<b>Project</b>	4430C003 SCADA System		
<b>Department</b>	Water Treatment		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

**Description**

The current system control and data acquisition (SCADA) comprised of hardware and software components has been utilized since the water treatment plant upgrade in 2011. This system is becoming obsolete with limited support from technicians. The SCADA system upgrade was tendered in 2024 and awarded to Summa Engineering.

The SCADA system upgrade involves hardware, software, communications and electrical components to be completed in the following phases as per 2024 budget:

Phase 1 -SCADA server and WTP -\$542,200  
 Phase 2 -Ruhl Lake and 14th St. Tower - \$127,900  
 Phase 3 -Well #1 & #2-\$133,100

Summa Engineering proposes to complete all 3 phases by the end of 2025. Additional cost for network equipment, 2025 price escalation and net HSTof \$39,000 is included in 2025 budget.

Most of Phase 1 completed in 2024. Phase 2 & Phase 3 to be completed in 2025.

**Risk of Not Proceeding**

SCADA system required to operate Town water system.

**Priority**

Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Required to operate Town water system
Tax Levy Impact (Funding Available)	2	Funded through water fees
Efficiency/Time Resources Savings	1	Improved water treatment plant performances
Strategic Plan Value	2	Safe and Reliable infrastructure, Open and Responsible Government
AMP Priority	1	End of Life, lack of support
<b>Total Weight</b>	<b>100</b>	

**Budget**

	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
EQUIPMENT PURCHASE	300,000	300,000						
	300,000	300,000						
<b>Expenditures Total</b>	<b>300,000</b>	<b>300,000</b>						
<b>Funding</b>								
WATER FEES	300,000	300,000						
	300,000	300,000						
<b>Funding Total</b>	<b>300,000</b>	<b>300,000</b>						

**Attributes**

Attribute	Value	Comment
Department	Water Treatment	
Function	Environmental Services	
Location	Water Treatment Plant	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Technology/Communications	



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	4430C003 SCADA System		
<b>Department</b>	Water Treatment		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Attributes		
Attribute	Value	Comment
Strategic Plan	Safe and Reliable Infrastructure	
Approval Status	In Budget	Approved in 2024 Budget over 3 years. Tendered in 2024 and can complete all 3 phases in 2025 for less than previously budgeted in 2024 over 3 years.
Priority Rating	A Priority Weighting Between 80-100%	



**Town of Hanover  
Capital Projects**

<b>Project</b>	4430C004 Flat Roof Replacement		
<b>Department</b>	Water Treatment		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
Replacement of Flat Roof area over office, Generator and UV control room. The flat roof section of the Water Treatment Plant (WTP) constructed in 1989 has reached its end of life. There have been some previous repairs, however the current age and condition requires a complete replacement.

Risk of Not Proceeding
Water damage to new SCADA equipment, UV Equipment and Office area.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Protection of Water Treatment Plant Equipment
Tax Levy Impact (Funding Available)	2	Funded through water fees
Efficiency/Time Resources Savings	1	
Strategic Plan Value	2	Safe and Reliable Infrastructure, Open and Responsible Government
AMP Priority	1	End of Life - TCA #2195
<b>Total Weight</b>	<b>100</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONTRACT	48,000	48,000						
	48,000	48,000						
<b>Expenditures Total</b>	<b>48,000</b>	<b>48,000</b>						
<b>Funding</b>								
WATER FEES	48,000	48,000						
	48,000	48,000						
<b>Funding Total</b>	<b>48,000</b>	<b>48,000</b>						

Attributes		
Attribute	Value	Comment
Department	Water Treatment	
Function	Environmental Services	
Location	Water Treatment Plant	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Buildings	
Strategic Plan	Safe and Reliable Infrastructure	
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	



**Town of Hanover  
Capital Projects**

<b>Project</b>	4430C005 HVAC Climate Control		
<b>Department</b>	Water Treatment		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
Heating Ventilation and Air conditioning (HVAC) system for office and UV control room at Water Treatment Plant. Systems designed for control humidity in office area for the SCADA control panel as well as reduce excessive heat in the UVcontrol room.

Risk of Not Proceeding
Humidity damage to new SCADA equipment in existing office as well as overheating and damage to electrical equipment in UV control room.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Climate control to protect SCADA and UV equipment
Tax Levy Impact (Funding Available)	2	Funded through water fees
Efficiency/Time Resources Savings	1	
Strategic Plan Value	2	Safe & Reliable Infrastructure, Open and Responsible Government
AMP Priority	1	Protection of Equipment - TCA #2193, 2194
<b>Total Weight</b>	<b>100</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONTRACT	20,000	20,000						
	20,000	20,000						
<b>Expenditures Total</b>	<b>20,000</b>	<b>20,000</b>						
<b>Funding</b>								
WATER FEES	20,000	20,000						
	20,000	20,000						
<b>Funding Total</b>	<b>20,000</b>	<b>20,000</b>						

Attributes		
Attribute	Value	Comment
Department	Water Treatment	
Function	Environmental Services	
Location	Water Treatment Plant	
Type of Project	Addition to Existing Asset	
Project Asset Classification	Buildings	
Strategic Plan	Safe and Reliable Infrastructure	
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	





## Town of Hanover Capital Projects

<b>Project</b>	4620C005 Wastewater Treatment Plant Upgrade		
<b>Department</b>	Waste Water Treatment Plant		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>The current wastewater treatment plant (WWTP) most recent expansions was complete in 1981 with an operating capacity of 6,360 cubic meters (cum) per day. In the Fall of 2020 Ainley &amp; Associate Limited commenced the Environmental Assessment (EA) to plan for the management of waterwater flows. Based upon growth and development for the next 30 years to 2052, the WWTP would require an operating capacity of 11,800 cum/day.</p> <p>Preliminary estimates of WWTP upgrades required could be in the range of \$55-\$60 million (plus taxes). This is based upon the increased capacity, new technologies required for facility upgrades on the same site depending upon effluent criteria set by the Ministry of the Environment, Conservation and Parks (MECP)</p>

Risk of Not Proceeding
Inability to allow for future growth due to current capacity limits.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Ability to provide secure, safe effluent
Tax Levy Impact (Funding Available)	2	Funded through Sewer Fees, Reserves & Reserve Funds and future Long Term Borrowing Costs; No tax dollars/all user fees
Efficiency/Time Resources Savings	1	Capacity requirements for population
Strategic Plan Value	2	Safe & Reliable Infrastructure; Balanced Growth
AMP Priority	1	Existing building asset #609 - expansion to existing asset
<b>Total Weight</b>	<b>100</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONSULTANTS / ENGINEERING	5,032,600	323,000	323,000	323,000	2,031,800	2,031,800		
CONTRACT	54,857,400				27,428,700	27,428,700		
	59,890,000	323,000	323,000	323,000	29,460,500	29,460,500		
<b>Expenditures Total</b>	<b>59,890,000</b>	<b>323,000</b>	<b>323,000</b>	<b>323,000</b>	<b>29,460,500</b>	<b>29,460,500</b>		
<b>Funding</b>								
SEWER FEES	969,000	323,000	323,000	323,000				
MISC OTHER REVENUE	56,921,000				28,460,500	28,460,500		
RESERVE FUND	2,000,000				1,000,000	1,000,000		
	59,890,000	323,000	323,000	323,000	29,460,500	29,460,500		
<b>Funding Total</b>	<b>59,890,000</b>	<b>323,000</b>	<b>323,000</b>	<b>323,000</b>	<b>29,460,500</b>	<b>29,460,500</b>		

Attributes		
Attribute	Value	Comment
Department	Waste Water Treatment Plant	
Function	Environmental Services	
Location	Wastewater Treatment Plant	
Type of Project	Addition to Existing Asset	Additional capacity required
Project Asset Classification	Buildings	
Strategic Plan		
Approval Status	In Budget	Part of multi-year project - EA approval in 2022 - Add'l Engineering in 2024 Budget
Priority Rating	A Priority Weighting Between 80-100%	High priority for growth capacity



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	4620C006 Interim Plant Upgrades		
<b>Department</b>	Waste Water Treatment Plant		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

**Description**

Based upon proposed residential developments that have been brought forward to the Town for future development as of December 31, 2022 totalling 1,089 units plus the 126 bed long-term care facility, there is minimal uncommitted reserve hydraulic capacity at our Wastewater Treatment Plant (WWTP). Through Ainley and Associates, they have been working with the Ministry (MECP) to develop an interim plan to re-rate the WWTP from the current limit of 6,360 cum/day to 7,000 cum/day or 7,500 cum/day based upon process improvements to allow for growth prior to the plant doubling its capacity which will not occur until at least 2029/2030.

Housing Enabling Fund (HEWSF) - application approved for additional work up to \$2,687,500 for Interim Plant Upgrades. Expensed approximately \$350,000 of this amount in 2024 (budgeted \$550,000 originally).  
 2025 -- the bulk of the project will be completed approximately \$2,037,500  
 2026 -- balance of the project will be finalized - approximately \$300,000

**Risk of Not Proceeding**

Inability to allow for future growth due to current capacity limits.

Housing Enabling Fund (HEWSF) approval - would lose 73% funding on \$2,687,500 project (\$1,961,875)

**Priority**

Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Required increased capacity in order to expand future development
Tax Levy Impact (Funding Available)	2	No tax levy impact; 73% funding from HEWSF and balance from sewer fees/reserves
Efficiency/Time Resources Savings	1	
Strategic Plan Value	2	Safe & Reliable Infrastructure; Strong and Vibrant Community, Balanced Growth
AMP Priority	1	Expansion of existing WWTP asset, equipment & mechanical upgrades.
<b>Total Weight</b>	<b>100</b>	

**Budget**

	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONTRACT	2,337,500	2,037,500	300,000					
	2,337,500	2,037,500	300,000					
<b>Expenditures Total</b>	<b>2,337,500</b>	<b>2,037,500</b>	<b>300,000</b>					
<b>Funding</b>								
SEWER FEES	631,100	550,100	81,000					
PROVINCIAL GRANTS	1,706,400	1,487,400	219,000					
	2,337,500	2,037,500	300,000					
<b>Funding Total</b>	<b>2,337,500</b>	<b>2,037,500</b>	<b>300,000</b>					

**Attributes**

Attribute	Value	Comment
Department	Waste Water Treatment Plant	
Function	Environmental Services	
Location	Wastewater Treatment Plant	
Type of Project	Addition to Existing Asset	Interim upgrades in order to increase flow to 7,000 - 7,500 cum/day. Preparing for eventual major upgrade to reach capacity of 11,800 cum/day.
Project Asset Classification	Sanitary System	



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	4620C006 Interim Plant Upgrades		
<b>Department</b>	Waste Water Treatment Plant		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Attributes		
Attribute	Value	Comment
Strategic Plan		
Approval Status	In Budget	Approved for Housing Enabling Fund (HEWSF) for Interim Plant Upgrades up to 73% funding.
Priority Rating	A Priority Weighting Between 80-100%	



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	4640C002 Former JDSS Sewer Rehabilitation		
<b>Department</b>	Sanitary Sewers		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
The sanitary sewer that is located on the former JDSS property is currently undersized and needs to be replaced. The sanitary sewer replacement to be scheduled in conjunction with redevelopment of the former school.

Risk of Not Proceeding
Infrastructure failure of sanitary sewer system impacting approximately 100 houses as well as Hanover Mall.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	section of sanitary sewer is undersized which could lead to sewer backup
Tax Levy Impact (Funding Available)	2	100% funded through Sewer Fees
Efficiency/Time Resources Savings	1	potential sewer backups
Strategic Plan Value	2	Safe & Reliable Infrastructure; Balanced Growth
AMP Priority	1	Sewer TCA #1160
<b>Total Weight</b>	<b>100</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031

<b>Expenditures</b>								
CONSULTANTS / ENGINEERING	10,000	10,000						
CONTRACT	130,000	130,000						
	140,000	140,000						
<b>Expenditures Total</b>	<b>140,000</b>	<b>140,000</b>						

<b>Funding</b>								
SEWER FEES	140,000	140,000						
	140,000	140,000						
<b>Funding Total</b>	<b>140,000</b>	<b>140,000</b>						

Attributes		
Attribute	Value	Comment
Department	Sanitary Sewers	
Function	Environmental Services	
Location	5th Street	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Sanitary System	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	



**Town of Hanover  
Capital Projects**

<b>Project</b>	7100C008 Hydraulic Trailer Replacement (Parks Equipment)		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>2025- Hydraulic Trail replacement \$30,000 (Load Rider Van Eil 2002 plate number A1400R Capital asset # 191. This trailer is 22 years old and is used regularly. The cylinders are worn and hydraulic system is losing pressure and will fail intermittently.</p> <p>Equipment currently past life cycle--Core aerator (2008); watering system (2009); trailers (2012 &amp; 2014); top dress (2011). Future replacements will be required for these.</p>

Risk of Not Proceeding
<p>Aging Equipment failure. High maintenance costs to maintain trailer - 2018 last year for brakes/wheels completed.</p>

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	0	
Tax Levy Impact (Funding Available)	0	
Efficiency/Time Resources Savings	1	
Strategic Plan Value	1	Safe & Reliable Infrastructure
AMP Priority	1	TCA #191
<b>Total Weight</b>	<b>53</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
EQUIPMENT PURCHASE	30,000	30,000						
	30,000	30,000						
<b>Expenditures Total</b>	<b>30,000</b>	<b>30,000</b>						
<b>Funding</b>								
TAXES	29,000	29,000						
PROCEEDS ON DISPOSAL (TRADE-	1,000	1,000						
	30,000	30,000						
<b>Funding Total</b>	<b>30,000</b>	<b>30,000</b>						

Attributes		
Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Various Parks	
Type of Project	New Asset	
Project Asset Classification	Equipment/Machinery	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	D Priority Weighting Between 50 - 59%	



**Town of Hanover  
Capital Projects**

<b>Project</b>	7100C012 Trails System East Loop Development (24th Ave/14th St)		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>24th AVE W TRAIL REHABILITATION- The rehabilitation of the trail is required from 24th ave extending to the turn south to the switchback.</p> <p>The existing trail along this section has not been in active service and is currently overgrown and re-grading packing and surface material is needed to re-establish it for safe public use</p> <p>This is an opportunity to enhance active transportation, supporting a recommendation of our 2023 Strategic Plan.</p>

Risk of Not Proceeding
Unsafe surface for public use

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	Public H & S;
Tax Levy Impact (Funding Available)	2	100% Funded by Developer Costs & PRC Reserves
Efficiency/Time Resources Savings	1	New trail to link to existing trails
Strategic Plan Value	1	Safe & Reliable Infrastructure; Healthy & Welcoming Communities; Part of 2018 PRC Master Plan; Development of Trails System Loop east. Linking new residential development areas to trails for active transportation benefits.
AMP Priority	1	#665 (Trails East Side of Grey Road 28) - Addition to this existing asset
<b>Total Weight</b>	<b>77</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONTRACT	24,000	24,000						
	24,000	24,000						
<b>Expenditures Total</b>	<b>24,000</b>	<b>24,000</b>						
<b>Funding</b>								
RESERVE FUND	24,000	24,000						
	24,000	24,000						
<b>Funding Total</b>	<b>24,000</b>	<b>24,000</b>						

Attributes		
Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Trails	
Type of Project	New Asset	
Project Asset Classification	Land	
Strategic Plan	Safe and Reliable Infrastructure	
Approval Status	In Budget	East end project was initially approved in 2019; project deferred until east end development progress was confirmed; approved dollars transferred to reserves
Priority Rating	B Priority Weighting Between 70- 79%	PRC Reserves & Developer Costs



**Town of Hanover  
Capital Projects**

<b>Project</b>	7100C014 Kinsmen Ball Park Pavillion		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>Pavilion Replacement project shall include:</p> <ol style="list-style-type: none"> <li>1. Decommissioning and demolition and removal of existing Pavilion</li> <li>2. Bring the elevation of the pavilion up to street level to allow for the building to be connected to sanitary on 17th Ave.</li> <li>2. Build new washroom/ covered pavilion complete with fully universal washrooms, increase water line supply and connect directly into sewer, equipment storage, maintenance area to store groomer, snack bar, &amp; covered picnic area</li> </ol> <p>Submitting Grant for CSRIF for 50% funding.            Phase 1 - Design &amp; Engineering            Phase 2 - Construction</p> <p>Current building condition: Currently the open picnic section of the building moves due to seasonal temperature changes and has caused it to lift away from the wall of the building. The roof condition is very poor it is leaking and creating mold in the attic causing issues with the ceiling collapsing in the kitchen. The building lacks accessibility including the entrances and washrooms. The building lacks direct connection to sanitary causing additional concerns due to sludge pump failure.</p>

Risk of Not Proceeding
Neglecting to replace the aging pavillion presents safety hazards, liability issues, diminished park appeal and user group dissatisfaction

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	Public use of facility; Roof in poor condition
Tax Levy Impact (Funding Available)	1	Bldg Construction Safety-foundation required for picnic area; 50% possible funding from CSRIF
Efficiency/Time Resources Savings	0	
Strategic Plan Value	1	Community - Provide proper facilities for public's use
AMP Priority	1	187-Building; Roof
<b>Total Weight</b>	<b>60</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONSULTANTS / ENGINEERING	80,000	80,000						
CONTRACT	720,000		720,000					
<b>Expenditures Total</b>	<b>800,000</b>	<b>80,000</b>	<b>720,000</b>					
<b>Funding</b>								
TAXES	310,000		310,000					
DONATIONS	10,000		10,000					
PROVINCIAL GRANTS	400,000		400,000					
RESERVE FUND	80,000	80,000						
<b>Funding Total</b>	<b>800,000</b>	<b>80,000</b>	<b>720,000</b>					



**Town of Hanover  
Capital Projects**

<b>Project</b>	7100C014 Kinsmen Ball Park Pavillion		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Attributes		
Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Kinsmen Ball Park - 17th Ave	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Buildings	
Strategic Plan	Strong and Vibrant Economy	
Approval Status	Not Approved	
Priority Rating	C Priority Weighting Between 60 - 69%	

**Gallery**

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**Town of Hanover**  
**Capital Projects**

<b>Project</b>	7100C014 Kinsmen Ball Park Pavillion		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

**Gallery**

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**Town of Hanover**  
**Capital Projects**

<b>Project</b>	7100C014 Kinsmen Ball Park Pavillion		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

**Gallery**

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**Town of Hanover**  
**Capital Projects**

<b>Project</b>	7100C014 Kinsmen Ball Park Pavillion		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

**Gallery**

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**Town of Hanover**  
**Capital Projects**

<b>Project</b>	7100C014 Kinsmen Ball Park Pavillion		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

**Gallery**

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**Town of Hanover  
Capital Projects**

<b>Project</b>	7100C015 RailLands - Fencing & Field Upgrades		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>Fencing - Additional and/or replacement fencing at the Soccer facilities within Rail Lands Leisure Park. 2025- Increase the height of the fence behind CN Major easterly net from existing height to 16 ft high to meet user group needs;</p> <p>Future - consider parking area upgrade Has been deferred for past 3 years -- a priority for the soccer area.</p>

Risk of Not Proceeding
User group dissatisfaction and potential increased risk attached with users needing to enter the brush area to retrieve balls.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	
Tax Levy Impact (Funding Available)	0	
Efficiency/Time Resources Savings	0	
Strategic Plan Value	1	Safe and Reliable Infastructure
AMP Priority	1	
<b>Total Weight</b>	<b>53</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONTRACT	30,000	30,000						
	30,000	30,000						
<b>Expenditures Total</b>	<b>30,000</b>	<b>30,000</b>						
<b>Funding</b>								
RESERVE FUND	30,000	30,000						
	30,000	30,000						
<b>Funding Total</b>	<b>30,000</b>	<b>30,000</b>						

Attributes		
Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	16th Ave N. - Rail Lands	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Land	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	D Priority Weighting Between 50 - 59%	



**Town of Hanover**  
**Capital Projects**

<b>Project</b>	7100C023 Ball Diamond Groomer		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
<p>Replace existing landscape groomer with unit that is more applicable to our work needs &amp; equipment capacity. Unit is used at ball diamonds to provide a safe infield playing surface.</p> <p>Has been deferred since 2020.</p>

Risk of Not Proceeding
<p>Neglecting to replace could result in equipment failure mid season and maintenance would be negatively impacted. Higher costs to provide a rental unit in the interim.</p>

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	maintain safe playing surface, health & safety of patrons
Tax Levy Impact (Funding Available)	0	
Efficiency/Time Resources Savings	1	failure to have a groomer will result in higher maintenance costs and staff time
Strategic Plan Value	2	Healthy & Welcoming Community, Safe & Reliable Infrastructure
AMP Priority	1	#2147
<b>Total Weight</b>	<b>86</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031

<i>Expenditures</i>								
EQUIPMENT PURCHASE	15,000	15,000						
	15,000	15,000						
<b>Expenditures Total</b>	<b>15,000</b>	<b>15,000</b>						

<i>Funding</i>								
RESERVE FUND	14,000	14,000						
PROCEEDS ON DISPOSAL (TRADE-	1,000	1,000						
	15,000	15,000						
<b>Funding Total</b>	<b>15,000</b>	<b>15,000</b>						

Attributes		
Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Parks & Outdoor	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Equipment/Machinery	
Strategic Plan	Strong and Vibrant Economy	
Approval Status	Not Approved	
Priority Rating	A Priority Weighting Between 80-100%	



# Town of Hanover

## Capital Projects

<b>Project</b>	7100C025 Centre of Excellence Park		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	5 Council Approved	<b>Year</b>	2025

Description
<p>At July 17, 2023 meeting, Council approved Resolution No. 114-23 and a component of the approved resolution was as follows:            'That the Parks, Recreation and Culture Advisory Committee consider a phased implementation plan for the Centre of Excellence Park once Council has provided their direction for the proposed splash pad development.'</p> <p>At December 4, 2023 meeting, Council approved Resolution No. 180-23 as follows: That Report PRC-14-23 Centre of Excellence (COE) Park Development be received; and            That Council provide support in principle to direct staff and the PRC Advisory Committee to continue with phase 1 planning for a COE development at the location of Hanover Town Park (780-7th Ave).            The initial phase involves creation of a splash pad. As part of the splash pad project there are amenities that are recommended to occur simultaneously with the splash pad project as the work directly supports this project and enhances functionality and will enhance the Parks overall appeal and usability;</p> <ol style="list-style-type: none"> <li>1. Main entrance enhancements \$5,000</li> <li>2. Crosswalk Connection \$15,000</li> <li>3. Relocated parking Lot \$32,000</li> <li>4. Site Furnishings and Way finding \$20,000</li> <li>5. Enhanced Lighting \$60,000</li> <li>6. Remove stapes and replace with accessible ramp with handrail \$12,800</li> <li>7. Retaining Wall Buffer \$20,000</li> <li>8. SVCA fees</li> </ol> <p>A Centre of Excellence park will not only benefit our residents but will be an economic opportunity to draw visitors to our community.</p>

Risk of Not Proceeding
<p>Not proceeding would be a missed opportunity. It could lead to potential increased costs, and many of these amenities directly support the splash pad and are key criteria to completing the first phase.</p>

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	Public Health & Safety - CSA and AODA compliant playground equipment
Tax Levy Impact (Funding Available)	0	
Efficiency/Time Resources Savings	0	
Strategic Plan Value	2	Healthy & Welcoming Community; Safe & Reliable Infrastructure
AMP Priority	1	TCA #381 (Town Park Land) and many Land Improvements - 2769;
<b>Total Weight</b>	<b>66</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONSULTANTS / ENGINEERING	10,000	10,000						
CONTRACT	1,626,600	159,800	730,000		736,800			
	1,636,600	169,800	730,000		736,800			
<b>Expenditures Total</b>	<b>1,636,600</b>	<b>169,800</b>	<b>730,000</b>		<b>736,800</b>			

**Funding**



**Town of Hanover  
Capital Projects**

**Project**

7100C025 Centre of Excellence Park
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**Department**

Parks & Outdoor Facilities
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**Version**

5 Council Approved	<b>Year</b>	2025
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**Funding**

TAXES	1,466,800		730,000	736,800
RESERVES	169,800	169,800		
	1,636,600	169,800	730,000	736,800
<b>Funding Total</b>	<b>1,636,600</b>	<b>169,800</b>	<b>730,000</b>	<b>736,800</b>

<b>Attributes</b>		
Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Hanover Park   269 7th Avenue	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Equipment/Machinery	
Strategic Plan	Safe and Reliable Infrastructure	CSA compliant equipment
Approval Status	In Budget	2024 Draft Budget
Priority Rating	C Priority Weighting Between 60 - 69%	





**Town of Hanover  
Capital Projects**

<b>Project</b>	7100C027 Outdoor Splash Pad		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	5 Council Approved	<b>Year</b>	2025

Description
<p>Funds are required for development of a outdoor splash pad,located in Town Park.</p> <p>Project includes design, tender, professional fees, civil engineering, site servicing, splash pad construction, and upgrade to existing camper's washroom.</p> <p>At August 14, 2023 meeting, Council approved resolution number 131-23 as follows:            That Report PRC-12-23 - Splash Pad Development be received;            That Council approve the location of Hanover Town Park (780-7th Ave) as the splash pad development location;            That staff be directed to work with the Parks, Recreation and Culture Advisory Committee and the Splash Pad Ad Hoc Committee for the implementation of fundraising and construction for the splashpad development at Hanover Town Park; and            That Council establish a fundraising campaign goal of \$300,000; and            That construction commencement is contingent on reaching the entire amount of the Council directed fundraising target.</p> <p>At October 2, 2023 meeting, Council approved resolution no 148-23 That Report PRC-13-23 Splash Pad Development Fundraising Plan be received; That Council approve the fundraising plan for the splash pad project as detailed in Report PRC-13-23. This report detailed the potential financial implications of the proposed fundraising campaign's contribution terms (3 years, 5 years)</p> <p>Council has established a fundraising goal of \$300,000 and that construction commencement is contingent on reaching the entire amount of the fundraising target. The fundraising goal is on target to be met</p>

Risk of Not Proceeding
Not proceeding or delaying this project is missed economic opportunity and failing to follow through could lead to public dissatisfaction

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	Public Outdoor Recreation Activity
Tax Levy Impact (Funding Available)	1	Less than 50% Funding from donations; Balance borrowing required
Efficiency/Time Resources Savings	0	Additional resource of staff and materials will be required for this project.
Strategic Plan Value	1	Healthy & Welcoming Community - Strat Plan 2.2
AMP Priority	0	Not an existing asset
<b>Total Weight</b>	<b>30</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031

<b>Expenditures</b>								
CONTRACT	640,000	640,000						
	640,000	640,000						
<b>Expenditures Total</b>	<b>640,000</b>	<b>640,000</b>						
<b>Funding</b>								
DONATIONS	350,000	350,000						



**Town of Hanover  
Capital Projects**

<b>Project</b>	7100C027 Outdoor Splash Pad		
<b>Department</b>	Parks & Outdoor Facilities		
<b>Version</b>	5 Council Approved	<b>Year</b>	2025
<b>Funding</b>			

RESERVES	290,000	290,000	
	640,000	640,000	
<b>Funding Total</b>	<b>640,000</b>	<b>640,000</b>	

Attributes		
Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	TBD	
Type of Project	New Asset	
Project Asset Classification	Land	Land Improvements
Strategic Plan		
Approval Status	In Budget	2024 Draft Budget
Priority Rating	E Priority Weighting Between 0 - 49%	Public Presentation and Notice of Motion



**Town of Hanover  
Capital Projects**

<b>Project</b>	7210C006 Wading Pool Pump & Motor		
<b>Department</b>	Aquatic - Facility		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
Due to the age of the wading pool pump more repairs needed including bearing & seals, causing water leaks. The pump impellers are badly worn causing reduced water flow. The current pump motor is not high efficiency style resulting in higher energy costs. Repair costs are increasing and parts are limited due to the age of the equipment.

Risk of Not Proceeding
Equipment failure

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	
Tax Levy Impact (Funding Available)	0	
Efficiency/Time Resources Savings	1	Newer pumps provide greater efficiency
Strategic Plan Value	1	Safe and Reliabable Infastructure
AMP Priority	1	
<b>Total Weight</b>	<b>63</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
EQUIPMENT PURCHASE	23,500	23,500						
	23,500	23,500						
<b>Expenditures Total</b>	<b>23,500</b>	<b>23,500</b>						
<b>Funding</b>								
RESERVE FUND	23,500	23,500						
	23,500	23,500						
<b>Funding Total</b>	<b>23,500</b>	<b>23,500</b>						

Attributes		
Attribute	Value	Comment
Department	Aquatic - Facility	
Function	Recreation & Culture	
Location	P&H Centre	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Equipment/Machinery	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	C Priority Weighting Between 60 - 69%	



**Town of Hanover  
Capital Projects**

<b>Project</b>	7410C013 P&H Centre Refrigeration Plant Equipment		
<b>Department</b>	Facilities - Administration		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

**Description**

A ice plant equipment life cycle assessment was completed by Black & McDonald in April 2024. The following phased upgrades have been recommended:

2025-Brine Pump # 1. The existing brine pump is original to the 2010 plant and has been given a poor condition assessment. The pump is making noise and has been recommended for replacement in 2025.

2026- Brine Pump # 2 \$40,000 | Cimco Control \$55,000 System & Underfloor Pump \$20,000

2027-Condensor Water Pump \$7000

2028 Armstrong Comp Jacket Cooling Pump \$7,000 & Arena Floor Headers \$110,000

2030- Flooded Ammonia Chiller HT \$150,000

2031-Underfloor HX \$50,000

2032-Compressor # 1 \$85,000

2033- Compressor # 2 \$85,000

2035- Referigeration Main Electrical Panel \$110,000

**Priority**

Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	
Tax Levy Impact (Funding Available)	0	
Efficiency/Time Resources Savings	1	New pumps will offer greater efficiency
Strategic Plan Value	1	Safe and reliable Infastructure
AMP Priority	1	
<b>Total Weight</b>	<b>63</b>	

**Budget**

	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
EQUIPMENT PURCHASE	742,000	40,000	105,000	7,000	110,000		260,000	50,000
	742,000	40,000	105,000	7,000	110,000		260,000	50,000
<b>Expenditures Total</b>	<b>742,000</b>	<b>40,000</b>	<b>105,000</b>	<b>7,000</b>	<b>110,000</b>		<b>260,000</b>	<b>50,000</b>
<b>Funding</b>								
TAXES	742,000	40,000	105,000	7,000	110,000		260,000	50,000
	742,000	40,000	105,000	7,000	110,000		260,000	50,000
<b>Funding Total</b>	<b>742,000</b>	<b>40,000</b>	<b>105,000</b>	<b>7,000</b>	<b>110,000</b>		<b>260,000</b>	<b>50,000</b>

**Attributes**

Attribute	Value	Comment
Department	Facilities - Administration	
Function	Recreation & Culture	
Location	269 7th Ave	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	



**Town of Hanover  
Capital Projects**

<b>Project</b>	7410C013 P&H Centre Refrigeration Plant Equipment		
<b>Department</b>	Facilities - Administration		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Attributes		
Attribute	Value	Comment
Project Asset Classification	Equipment/Machinery	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	C Priority Weighting Between 60 - 69%	



## Town of Hanover Capital Projects

<b>Project</b>	7410C014 P&H Centre Roof Replacement		
<b>Department</b>	Facilities - Administration		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
Due to a roof membrane failure, a section of the roof membrane located above the pool corridor and changerooms and boardroom at the P&H Centre needs to be replaced, There are 3 air handler units that will need to be lifted as part of the project. Applying to OSRIF grant for 50% funding

Risk of Not Proceeding
Water leaks which could lead to structural damage, jeopardizing buildings longevity.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	1	
Tax Levy Impact (Funding Available)	1	
Efficiency/Time Resources Savings	0	
Strategic Plan Value	1	
AMP Priority	1	
<b>Total Weight</b>	<b>60</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
CONTRACT	320,000	320,000						
	320,000	320,000						
<b>Expenditures Total</b>	<b>320,000</b>	<b>320,000</b>						
<b>Funding</b>								
PROVINCIAL GRANTS	160,000	160,000						
RESERVE FUND	160,000	160,000						
	320,000	320,000						
<b>Funding Total</b>	<b>320,000</b>	<b>320,000</b>						

Attributes		
Attribute	Value	Comment
Department	Facilities - Administration	
Function	Recreation & Culture	
Location	269 - &th Ave	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Buildings	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	C Priority Weighting Between 60 - 69%	



**Town of Hanover  
Capital Projects**

<b>Project</b>	7410C017 Snow Pit Coil Replacement		
<b>Department</b>	Facilities - Administration		
<b>Version</b>	4 Council Review	<b>Year</b>	2025

Description
During the August 2024 ice plant start-up, we lost pressure in this coil. Upon investigation, we found a hole in one of the coil tubes, which we soldered shut to continue operations. This is a temporary fix and the unit should be replaced before start next year.

Risk of Not Proceeding
The current soldering is only a temporary fix and could result in failure. If this piece of equipment fails, snow in the pit will no longer melt the snow from the ice resurfacer operations.

Priority		
Category	Priority	Comment
Public Well Being (Public H&S; Environmental Impact; Legislated)	2	Employee Health & Safety;
Tax Levy Impact (Funding Available)	0	
Efficiency/Time Resources Savings	1	Ice resurfacer operations would be delayed
Strategic Plan Value	1	Safe & Reliable Infrastructure
AMP Priority	1	Equipment for maintenance of ice operations
<b>Total Weight</b>	<b>73</b>	

Budget								
	Total	2025	2026	2027	2028	2029	2030	2031
<b>Expenditures</b>								
EQUIPMENT PURCHASE	22,000	22,000						
	22,000	22,000						
<b>Expenditures Total</b>	<b>22,000</b>	<b>22,000</b>						
<b>Funding</b>								
TAXES	22,000	22,000						
	22,000	22,000						
<b>Funding Total</b>	<b>22,000</b>	<b>22,000</b>						

Attributes		
Attribute	Value	Comment
Department	Facilities - Administration	
Function	Recreation & Culture	
Location	269 7th Avenue	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Equipment/Machinery	
Strategic Plan		
Approval Status	In Budget	
Priority Rating	B Priority Weighting Between 70- 79%	Required for operations of ice maintenance

## SECTION 20 -- CAPITAL - 5 Yr Capital Forecast





## Capital 5 Yr Budget Forecast Summary

### Capital Projects

	2025	2026	2027	2028	2029	GRAND
	4 Council Review					TOTAL
<b>General Government</b>						
<b>Total General Government</b>						
<b>Protection Services</b>						
2000C001 New Police Services Building	125,600	387,800	8,375,400			8,888,800
2100C009 Replacement of Rescue Pumper	198,000	20,000	456,000			674,000
<b>Total Protection Services</b>	<b>323,600</b>	<b>407,800</b>	<b>8,831,400</b>			<b>9,562,800</b>
<b>Health Services</b>						
5200C002 Cemetery Roadway Paving		30,000				30,000
5200C003 Replacement of Steiner Mower				45,000		45,000
5300C004 Rooftop Mechanical Updates	780,000					780,000
<b>Total Health Services</b>	<b>780,000</b>	<b>30,000</b>		<b>45,000</b>		<b>855,000</b>
<b>Transportation Services</b>						
3300C013 2nd St. from 14th Ave to 18th Ave		87,000	1,921,000			2,008,000
3300C016 9th Ave from 14th to 16th St/16th St. from				20,400	1,659,600	1,680,000
3300C024 7th Street from 13th Avenue Easterly	1,810,000					1,810,000
3300C025 18th Avenue extension, South of 1st Street		468,000				468,000
3300C031 Loader Replacement	380,000					380,000
3300C033 6th St A from 13th to 15th Ave / 14th Ave	20,400	1,998,000				2,018,400
3300C034 15th Ave from 6th St 'A' to 4th St Reconstruct			30,500	2,339,500		2,370,000
3300C035 4th St from 12th to 15th Ave Reconstruction					30,500	30,500
3300C037 2007 Trackless Replacement			218,000			218,000
3300C039 8th St/10th Ave Storm Water Channel Rehabi		590,000				590,000
3300C040 14th Avenue and 1st Street Repaving - Busine		216,000				216,000
<b>Total Transportation Services</b>	<b>2,210,400</b>	<b>3,359,000</b>	<b>2,169,500</b>	<b>2,359,900</b>	<b>1,690,100</b>	<b>11,788,900</b>



## Capital 5 Yr Budget Forecast Summary

### Capital Projects

	2025	2026	2027	2028	2029	GRAND
	4 Council Review					TOTAL
<b>Environment Services</b>						
4400C004 7th Avenue Water Tower Replacement	6,600,000	1,375,000				7,975,000
4400C005 14th Street Water Tower Interior/Exterior Pai			23,000	1,825,000		1,848,000
4400C007 24th Avenue (CR#28) 10th to 14th St	1,748,000					1,748,000
4400C008 Deep Well #2 - Offset Well Replacement		800,000				800,000
4400C009 Deep Well #1 - Offset Well Replacement			800,000			800,000
4430C003 SCADA System	300,000					300,000
4430C004 Flat Roof Replacement	48,000					48,000
4430C005 UV Climate Control	20,000					20,000
4620C003 Wastewater Treatment Plant Digester Upgrad			153,000	3,977,000		4,130,000
4620C005 Wastewater Treatment Plant Upgrade	323,000	323,000	323,000	29,460,500	29,460,500	59,890,000
4620C006 Interim Plant Upgrades	2,037,500	300,000				2,337,500
4640C002 Former JDSS Sewer Rehabilitation	140,000					140,000
<b>Total Environment Services</b>	<b>11,216,500</b>	<b>2,798,000</b>	<b>1,299,000</b>	<b>35,262,500</b>	<b>29,460,500</b>	<b>80,036,500</b>
<b>Parks, Recreation &amp; Culture</b>						
7100C006 Hardball Diamond Refurbishment		250,000				250,000
7100C007 Playground Improvements				75,000		75,000
7100C008 Hydraulic Trailer Replacement (Parks Equipme	30,000					30,000
7100C010 Main Tractor Replacement & Loader			100,000			100,000
7100C011 Athletic Field - Washroom Replacement/Upgr					100,000	100,000
7100C012 Trails System East Loop Development (24th	24,000					24,000
7100C013 Heritage Square - Security Cameras			25,000			25,000
7100C014 Kinsmen Ball Park Pavillion	80,000	720,000				800,000
7100C015 RailLands - Fencing & Field Upgrades	30,000					30,000
7100C023 Ball Diamond Groomer	15,000					15,000
7100C025 Centre of Excellence Park	169,800	730,000		736,800		1,636,600
7100C027 Outdoor Splash Pad	640,000					640,000



## Capital 5 Yr Budget Forecast Summary

### Capital Projects

	2025	2026	2027	2028	2029	GRAND
	4 Council Review					TOTAL
7100C029 Downtown Washroom		95,000				95,000
7100C030 Parking Lot Paving Commerative Grove/ Wilke		50,000				50,000
7100C031 Ball Diamond LED Lighting		90,000				90,000
7100C032 UTV		20,000				20,000
7210C002 Chemical Feed Systems		20,000				20,000
7210C006 Wading Pool Pump & Motor	23,500					23,500
7210C007 Diving Board		15,000				15,000
7300C001 Program Equipment Replacement & Upgrade		10,000				10,000
7410C004 Boom Lift			50,000			50,000
7410C007 P & H Centre Generator Upgrade			27,000	315,000		342,000
7410C011 P&H Centre Barrier Free Bottle Filling Stations		20,000				20,000
7410C013 P&H Centre Refrigeration Plant Equipment	40,000	105,000	7,000	110,000		262,000
7410C014 P&H Centre Roof Replacement	320,000					320,000
7410C015 P&H Centre North Fence Replacement			12,000			12,000
7410C016 P&H Centre Digital Sign		25,000				25,000
7410C017 Snow Pit Coil Replacement	22,000					22,000
<b>Total Parks, Recreation &amp; Culture</b>	<b>1,394,300</b>	<b>2,150,000</b>	<b>221,000</b>	<b>1,236,800</b>	<b>100,000</b>	<b>5,102,100</b>
<b>Planning &amp; Development</b>						
<b>Total Planning &amp; Development</b>						
<b>Grand Total</b>	<b>15,924,800</b>	<b>8,744,800</b>	<b>12,520,900</b>	<b>38,904,200</b>	<b>31,250,600</b>	<b>107,345,300</b>