

	*2022 Actuals (\$)	2022 Approved Budget (\$)	2023 Approved Budget (\$)	2024 Base Budget (\$)	2024 One Time (\$)	2024 Total Budget Request (\$)	2024 Change (\$)	2024 Change (%)
Planning and Building Services								
Revenue								
Draw from Reserve (Note 1)	- 29,599	- 235,116	- 685,421	- 535,954		- 535,954	149,467	-22%
Fees, Service Charges, and Rentals (Note 2)	- 83,478	- 245,851	- 236,556	- 376,554		- 376,554	- 139,998	59%
Grants & External Contributions (Note 3)	- 140,278	- 127,000	- 136,000	- 175,000		- 175,000	- 39,000	29%
Licenses and permits	- 373,629	- 345,000	- 300,000	- 300,000		- 300,000	-	0%
Sales		- 1,000	- 1,000	- 1,000		- 1,000	-	0%
Revenue Total	-626,984	-953,967	-1,358,977	-1,388,508	0	-1,388,508	-29,531	2%
Expense								
Salaries & Benefits (Note 4)	890,093	934,051	986,490	1,123,065		1,123,065	136,575	14%
Professional & Contracted Services (Note 5)	207,324	135,000	405,000	365,000		365,000	- 40,000	-10%
Fees expense	-		-	-		-	-	
Fuel	321	-	2,200	2,200		2,200	-	0%
Insurance	31,124	28,958	27,200	31,640		31,640	4,440	16%
Interdepartmental Transfers - S&B (Note 6)	5,106	5,106	10,311	124,456		124,456	114,145	1107%
Interdepartmental Transfers - Other (Note 7)	55,010	78,346	72,105	152,013		152,013	79,908	111%
Materials & Supplies	5,782	9,460	9,560	2,710		2,710	- 6,850	-72%
Printing, Advertising & Public Notices	508	8,590	7,550	7,550		7,550	-	0%
Program costs	-	51,600	51,600	51,600		51,600	-	0%
Protective clothing, uniforms, subscriptions, and memberships	5,176	8,512	8,912	11,680		11,680	2,768	31%
Repairs & Maintenance	276	3,225	1,000	1,000		1,000	-	0%
Software Support & Licensing (Note 8)	25,440	30,000	30,000	-		-	- 30,000	-100%
Telecommunications	2,422	4,700	4,700	4,500		4,500	- 200	-4%
Training, travel, meetings, and conferences	11,825	30,100	28,900	27,350		27,350	- 1,550	-5%
Transfer to Reserve (Note 9)	88,380	88,380	198,275	215,339		215,339	17,064	9%
Expense Total	1,328,787	1,416,028	1,843,803	2,120,103	0	2,120,103	276,300	15%
Net Expense	701,803	462,061	484,826	731,595	-	731,595	246,769	51%

* 2022 Actuals (\$) unaudited

Planning and Building

Note 1: Estimated increase from operating reserves to fund professional services required to resolve OLT appeals and acknowledge the uncertainty of revenue recognition surrounding Bill 109. **Transfer of \$64,000 from Building Reserve Fund to balance budget to \$0.**

Note 2: Budget for Building Permit Maintenance Fees established based on Fees and Charges By-law. Planning Application Fees adjusted to reflect estimated demand for services.

Note 3: Increased recovery related to the Building Services shared agreement with Penetanguishene. Reflects updated cost estimated for the new contract term.

Note 4: New non-union and IBEW grids adopted in 2023, includes 1.35% blended COLA.

Note 5: Anticipated general appeals in 2024 (ZBA housekeeping, MBL OPA, Natural Heritage Review, OPA-01). Consulting Fees associated with MBL (and related draw from reserve) removed, reported under Engineering.

Note 6: Interdepartmental transfers updated to include Planning and Building's proportional share of S&B costs for Corporate Services.

Note 7: Interdepartmental transfers updated to include Planning & Building's proportional share of other Corporate Service costs.

Note 8: Cloud Permit software support and licensing moved to Information Technology division (Corporate Services)

Note 9: Established a reserve contribution for the Building vehicles and adjusted the transfer for Information Technology.

Planning 2024 Capital Program		Funding Source							
Project Name	Cost	Grant	Grant Contingent	OCIF	Gas Tax	Tax Supported Reserves	Rate Supported Reserves	Development Charges	Debt
Official Plan Review / Conformity Update	25,000					25,000			
Community Planning Permit System	30,000					30,000			
Planning and Building Fee Study	22,000					22,000			
Waterfront Master Plan	75,000					75,000			
Housing Needs Assessment	30,000					30,000			
Total Planning	182,000					182,000			

Capital Project Summary	2024 Budget Year
Project Name	Official Plan Review/Conformity Update
Division	Planning
Maintenance or Growth	Growth
Project Description, Justification and Readiness	The Official Plan Review/Conformity project will review the new Official Plan policies to bring them into compliance with the MCR being completed by the County of Simcoe and recent changes at the Provincial level (Bill 23, 109, etc.), that effect Planning policies. This review will also examine the existing Natural Heritage designation that was approved in the 2019 Official Plan across the entire Town. This will assist the Town in revising the Natural Heritage designation policies and mapping to determine if there are areas that can be redesignated to support potential growth. The Official Plan would also be reviewed and updated to be in compliance with changes to planning polices at the County and Provincial levels.
Current Budget Year Cost	
Capital Purchase	
Construction	
Consulting	25,000
Study	
Other	
Total Cost	25,000
Current Budget Year Funding	
Grant	
Rate-Supported Reserve	
Tax-Supported Reserve	25,000
Development Charges	
Other	
Total Funding	25,000
Future Budget Years	

Capital Project Summary	2024 Budget Year
Project Name	Community Planning Permit System
Division	Planning
Maintenance or Growth	Growth
Project Description, Justification and Readiness	With anticipation that the Official Plan will be in full force and effect in 2024, the Town is required to bring the Zoning By-law into compliance with the policies of the Official Plan. In an effort to streamline the review of applications under the Planning Act, the Town will be moving towards a Community Planning Permit System in place of a Comprehensive Zoning By-law. This review would also align with the Official Plan Review/Conformity as well as incorporate recent changes at the Provincial level (Bill 23, 109, etc.). This is an existing approved project by Council, with a request for an additional \$30,000 to cover anticipated consultant fees and establishment for a new planning tool for the Town.
Current Budget Year Cost	
Capital Purchase	
Construction	
Consulting	30,000
Study	
Other	
Total Cost	30,000
Current Budget Year Funding	
Grant	
Rate-Supported Reserve	
Tax-Supported Reserve	30,000
Development Charges	
Other	
Total Funding	30,000
Future Budget Years	

Capital Project Summary	2024 Budget Year
Project Name	Planning Building Fee Study
Division	Planning
Maintenance or Growth	Growth
Project Description, Justification and Readiness	As a result of the Building Services Fees review taking longer and costing more than than anticipated, Staff requested the consultant to prepare an updated workplan and costing to complete the Planning and Engineering Fees reviews. It was proposed by the consultant that these reviews will be completed in Q1 2024, at an additional cost of \$22,000, beyond the approved 2023 budget for this project.
Current Budget Year Cost	
Capital Purchase	
Construction	
Consulting	22,000
Study	
Other	
Total Cost	22,000
Current Budget Year Funding	
Grant	
Rate-Supported Reserve	
Tax-Supported Reserve	22,000
Development Charges	
Other	
Total Funding	22,000
Future Budget Years	

Capital Project Summary	2024 Budget Year
Project Name	Waterfront Master Plan
Division	Planning
Maintenance or Growth	Growth
Project Description, Justification and Readiness	Hiring a consultant to create a strategic master plan of the Town's waterfront tourism development to ensure efficient and effective capital investments, outside of the development of Midland Bay Landing. Midland can become a four-season, world-class destination for visitors and small luxury/exploration cruise ships on the Great Lakes, as well as a turn-around port, contributing to the regional economic development.
Current Budget Year Cost	
Capital Purchase	
Construction	
Consulting	75,000
Study	
Other	
Total Cost	75,000
Current Budget Year Funding	
Grant	
Rate-Supported Reserve	
Tax-Supported Reserve	75,000
Development Charges	
Other	
Total Funding	75,000
Future Budget Years	

Capital Project Summary	2024 Budget Year
Project Name	Housing Needs Assessment
Division	Planning
Maintenance or Growth	Growth
Project Description, Justification and Readiness	The Town has applied for the Federal Government's \$4 billion Housing Accelerator Fund, which provides funding to remove barriers and support the development of affordable housing, housing-related infrastructure and community-related infrastructure that supports housing. Should the Town be successful in obtaining funding, there is a requirement to complete a Housing Needs Assessment report within the first year of the funding. This study would also provide further input into the proposed Downtown Community Improvement Plan for Affordable/Attainable housing.
Current Budget Year Cost	
Capital Purchase	
Construction	
Consulting	
Study	30,000
Other	
Total Cost	30,000
Current Budget Year Funding	
Grant	
Rate-Supported Reserve	
Tax-Supported Reserve	30,000
Development Charges	
Other	
Total Funding	30,000
Future Budget Years	