

# Town Of Tillsonburg 2025 Business Plan

Recreation, Culture & Parks

November 18, 2024



# 2025 Business Objectives

## RCP Department

Project	Community Strategic Plan	Lead Accountability	Project Cost	Anticipated Completion
Enhance Cultural Opportunities and Community Events (Family day, Turtlefest movie on Museum lawn, Bike rodeo, Canada Day fireworks, Anniversaries/grand openings)	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction - Increase opportunities to enjoy culture, events and leisure activities in Tillsonburg</p> <p>Priority Project – Short Term - Create additional community events</p>	RCP	\$32K	2025 Q1-Q4
Adopt Service Standards for RCP department	<p>Goal - The Town of Tillsonburg will strive for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives</p> <p>Strategic Direction – N/A</p> <p>Priority Project- N/A</p>	RCP	N/A	2025 Q2
Continue with Facilities & Parks Asset Management work.	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction –Develop a robust, long-term asset management plan to inform evidence-based decisions regarding the maintenance, rehabilitation and replacement of community facilities</p> <p>Priority Project – N/A</p>	RCP	N/A	2025 Q1-Q4

# 2025 Business Objectives Programs & Services Division

Project	Community Strategic Plan	Lead Accountability	Project Cost	Anticipated Completion
Parks and Recreation Master Plan Implementation	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction – Maintain and enhance programs to support and active and engaged population</p> <p>Priority Project – N/A</p>	RCP	N/A	2025 Q1-Q4
Expand Recreation Programs	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction – Maintain and enhance programs and facilities to support an active, engaged senior population; Maintain and enhance programs and facilities to support an active, engaged youth population.</p> <p>Priority Project- N/A</p>	Recreation	N/A	2025 Q1-Q4
Revitalize aquatics programs after renovation closure	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction – Maintain and enhance programs and facilities to support an active, engaged senior population; Maintain and enhance programs and facilities to support an active, engaged youth population.</p> <p>Priority Project- N/A</p>	Recreation	N/A	2025 Q1 – Q2

# 2025 Business Objectives Culture & Heritage Division

Project	Community Strategic Plan	Lead Accountability	Project Cost	Anticipated Completion
Support Museum, Culture, Heritage and Special Awards Advisory Committee in Founders Day Community Celebration	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction - Increase opportunities to enjoy culture, events and leisure activities in Tillsonburg</p> <p>Priority Project – Short Term - Create additional community events</p>	Museum	\$7500	2025 Q4
Explore opportunities to increase revenue	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction – Increase opportunities to enjoy culture, events and leisure activities in Tillsonburg families</p> <p>Priority Project- N/A</p>	Museum	N/A	2025 Q1 – Q4
Culture & Heritage Masterplan	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction – Increase opportunities to enjoy culture, events and leisure activities in Tillsonburg families.</p> <p>Priority Project- N/A</p>	Museum	\$50K	2025 Q3-Q4

# 2025 Business Objectives Parks & Facilities Division

Project	Community Strategic Plan	Lead Accountability	Project Cost	Anticipated Completion
Rolling Meadows pathway connectivity to Northcrest park	Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles Strategic Direction – Provide an expanded, accessible network of parks and trails Priority Project – N/A	Parks	\$60K	2025 Q3
Sports Field upgrades – baseball diamonds (Resurfacing HB1, distance markers, scorer’s box, storage)	Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles Strategic Direction – Update municipal facilities consistent with modern standards Priority Project – N/A	Parks	\$105K	2025 Q2
AODA Regulation Compliance – pathways to parks (Glendale Park and Trottier Park)	Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles Strategic Direction – Provide an expanded, accessible network of parks and trails Priority Project – N/A	Parks	\$10K	2025 Q2-Q3

# 2025 Business Objectives

## Parks & Facilities Division

Project	Community Strategic Plan	Lead Accountability	Project Cost	Anticipated Completion
Indoor Pool Roof Replacement	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction – Update municipal facilities consistent with modern standards</p> <p>Priority Project – Immediate - Community Centre Rehabilitation</p>	Facilities	\$477K	2025 Q2
Lake Lisgar Waterpark pool basin and roof repairs/replacement	<p>Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles</p> <p>Strategic Direction – Update municipal facilities consistent with modern standards</p> <p>Priority Project – N/A</p>	Facilities	\$450K	2025 Q2
Parks and Recreation Master Plan Implementation – Feasibility study - 3rd Ice Pad, New Multi-use or upgraded Facility	<p>Goal – The Town of Tillsonburg will accommodate and support sustainable growth</p> <p>Strategic Direction - Plan and develop a long-term planning strategy for new services and infrastructure to support</p> <p>Priority Project – Medium Term - Resourcing review to service growth</p>	Facilities	\$155K	2025 Q4

# Risks

- Employee retention and recruitment, high turnover in RCP due to nature of the work
- Length of pool closure could result in lost clientele as they are used to going elsewhere for service
- Infrastructure reaching end of life and aging facilities requiring substantial financial investment to meet Asset Management Plan recommendations
- Meeting and maintaining legislative, AODA and regulatory compliance in all areas of operations.
- Gaps in education and training for staff on current trends, best practices and regulatory requirements
- Increase requests for access to amenities and facilities from user groups
- Shortage of ice time availability for user groups and shortage of appropriate dressing room space
- Shortage of space to increase program offerings – space is near capacity during prime program times

# Opportunities

- Improve relationships with local community and user groups
- Recreation Master Plan provides road map for long term planning
- Grant opportunities – Community Sport and Recreation Infrastructure Fund
- Increase attendance at newly renovated aquatics wing at TCC
- Improve online and social media presence to promote programs, activities and events
- Improved customer service with new customer service desk at TCC and the addition of a Business Services Supervisor
- Create and adopt service standards for RCP department
- Facility upgrades through asset management programs to maximize life cycles of equipment and building envelopes
- Operational review of Annandale House to enhance attendance, grow programs/activities and increase revenues while honouring local heritage
- Complete risk assessments for all areas of the departments to ensure safe work environment and mitigate risk to the Town
- Explore training and educational opportunities for staff



# Future Departmental Directions: 3 year outlook

- |      |  |
|------|--|
| 2026 | Recreation Master Plan action items<br>Dressing room flooring renovation<br>Cemetery roadway repair<br>New Columbarium |
| 2027 | Museum slate roof repairs<br>Rotary Park overflow parking lot<br>New Town Hall   |
| 2028 | Museum elevator replacement<br>Oxford Parkette water fountain replacement  |



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Cent**

	2024	2025			Note
	Total	Total	Budget	%	Reference
	Budget	Budget	Variance	Variance	
<b>Revenues</b>					
User Charges	173,085	200,420	27,335	(15.79%)	1
Other Revenue	40,000	40,000			
<b>Total Revenues</b>	<b>213,085</b>	<b>240,420</b>	<b>27,335</b>	<b>(12.83%)</b>	
<b>Expenditures</b>					
Labour	198,432	203,090	4,658	2.35%	
Purchases	73,383	74,116	733	1.00%	
Contracted Services	30,545	31,815	1,270	4.16%	
Contribution to Reserves	31,200	31,200			
Interfunctional Adjustments	78,600	88,877	10,277	13.08%	2
Debt Principal & Interest	2,094	2,060	(34)	(1.62%)	
<b>Total Expenditures</b>	<b>414,254</b>	<b>431,158</b>	<b>16,904</b>	<b>4.08%</b>	
<b>Total Net Levy</b>	<b>(201,169)</b>	<b>(190,738)</b>	<b>10,431</b>	<b>5.19%</b>	
<b>Notes:</b>					
	1 Increased Niche & Plot Sales				
	2 Fleet Charges and IT charge allocations				



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Cam**

	2024	2025			2026		2027		2028	
	Total	Total	Budget	%		%		%		%
	Budget	Budget	Variance	Variance	Budget	Variance	Budget	Variance	Budget	Variance
<b>Revenues</b>										
User Charges	173,085	200,420	27,335	(15.79%)	203,744	(1.66%)	207,149	(1.67%)	210,585	(1.66%)
Other Revenue	40,000	40,000			40,000		40,000		40,000	
<b>Total Revenues</b>	<b>213,085</b>	<b>240,420</b>	<b>27,335</b>	<b>(12.83%)</b>	<b>243,744</b>	<b>(1.38%)</b>	<b>247,149</b>	<b>(1.40%)</b>	<b>250,585</b>	<b>(1.39%)</b>
<b>Expenditures</b>										
Labour	198,432	203,090	4,658	2.35%	208,748	2.79%	214,578	2.79%	220,598	2.81%
Purchases	73,383	74,116	733	1.00%	75,199	1.46%	76,274	1.43%	77,059	1.03%
Contracted Services	30,545	31,815	1,270	4.16%	32,290	1.49%	32,765	1.47%	33,240	1.45%
Contribution to Reserves	31,200	31,200			31,200		31,200		31,200	
Interfunctional Adjustments	78,600	88,877	10,277	13.08%	97,003	9.14%	106,077	9.35%	114,937	8.35%
Debt Principal & Interest	2,094	2,060	(34)	(1.62%)	2,025	(1.70%)	1,990	(1.73%)	1,990	
<b>Total Expenditures</b>	<b>414,254</b>	<b>431,158</b>	<b>16,904</b>	<b>4.08%</b>	<b>446,465</b>	<b>3.55%</b>	<b>462,884</b>	<b>3.68%</b>	<b>479,024</b>	<b>3.49%</b>
<b>Total Net Levy</b>	<b>(201,169)</b>	<b>(190,738)</b>	<b>10,431</b>	<b>5.19%</b>	<b>(202,721)</b>	<b>(6.28%)</b>	<b>(215,735)</b>	<b>(6.42%)</b>	<b>(228,439)</b>	<b>(5.89%)</b>



**2026 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Part 1**

	2024	2025			Note
	Total	Total	Budget	%	Reference
	Budget	Budget	Variance	Variance	
<b>Revenues</b>					
User Charges	16,300	18,300	2,000	(12.27%)	
Other Revenue	1,600		(1,600)	100.00%	
<b>Total Revenues</b>	<b>17,900</b>	<b>18,300</b>	<b>400</b>	<b>(2.23%)</b>	
<b>Expenditures</b>					
Labour	418,874	447,100	28,226	6.74%	1
Purchases	145,891	148,905	3,014	2.07%	
Contracted Services	209,665	252,290	42,625	20.33%	2
Contribution to Reserves	16,300	18,300	2,000	12.27%	
Interfunctional Adjustments	108,825	147,631	38,806	35.66%	3
Debt Principal & Interest	69,789	67,555	(2,234)	(3.20%)	
<b>Total Expenditures</b>	<b>969,344</b>	<b>1,081,781</b>	<b>112,437</b>	<b>11.60%</b>	
<b>Total Net Levy</b>	<b>(951,444)</b>	<b>(1,063,481)</b>	<b>(112,037)</b>	<b>(11.78%)</b>	
<b>Notes:</b>					
	1 Payroll costs, Benefits & COLA				
	2 Grass cutting and Equipment rentals				
	3 Fleet Charges				



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Parks**

	2024	2025			2026		2027		2028	
	Total	Total	Budget	%		%		%		%
	Budget	Budget	Variance	Variance	Budget	Variance	Budget	Variance	Budget	Variance
<b>Revenues</b>										
User Charges	16,300	18,300	2,000	(12.27%)	18,300		18,300		18,300	
Other Revenue	1,600		(1,600)	100.00%						
<b>Total Revenues</b>	<b>17,900</b>	<b>18,300</b>	<b>400</b>	<b>(2.23%)</b>	<b>18,300</b>		<b>18,300</b>		<b>18,300</b>	
<b>Expenditures</b>										
Labour	418,874	447,100	28,226	6.74%	459,137	2.69%	471,544	2.70%	484,320	2.71%
Purchases	145,891	148,905	3,014	2.07%	151,547	1.77%	154,229	1.77%	156,124	1.23%
Contracted Services	209,665	252,290	42,625	20.33%	256,405	1.63%	260,575	1.63%	264,750	1.60%
Contribution to Reserves	16,300	18,300	2,000	12.27%	18,300		18,300		18,300	
Interfunctional Adjustments	108,825	147,631	38,806	35.66%	162,362	9.98%	178,919	10.20%	197,301	10.27%
Debt Principal & Interest	69,789	67,555	(2,234)	(3.20%)	65,375	(3.23%)	63,052	(3.55%)	63,052	
<b>Total Expenditures</b>	<b>969,344</b>	<b>1,081,781</b>	<b>112,437</b>	<b>11.60%</b>	<b>1,113,126</b>	<b>2.90%</b>	<b>1,146,619</b>	<b>3.01%</b>	<b>1,183,847</b>	<b>3.25%</b>
<b>Total Net Levy</b>	<b>(951,444)</b>	<b>(1,063,481)</b>	<b>(112,037)</b>	<b>(11.78%)</b>	<b>(1,094,826)</b>	<b>(2.95%)</b>	<b>(1,128,319)</b>	<b>(3.06%)</b>	<b>(1,165,547)</b>	<b>(3.30%)</b>



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Community Events**

	2024	2025			Note
	Total	Total	Budget	%	Reference
	Budget	Budget	Variance	Variance	
<b>Revenues</b>					
Grants	17,500		(17,500)	100.00%	1
<b>Total Revenues</b>	<b>17,500</b>		<b>(17,500)</b>	<b>100.00%</b>	
<b>Expenditures</b>					
Purchases	143,220	128,351	(14,869)	(10.38%)	1
<b>Total Expenditures</b>	<b>143,220</b>	<b>128,351</b>	<b>(14,869)</b>	<b>(10.38%)</b>	
<b>Total Net Levy</b>	<b>(125,720)</b>	<b>(128,351)</b>	<b>(2,631)</b>	<b>(2.09%)</b>	
<b>Notes:</b>					
	1 Correction of Internal Tracking				



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Community Events**

	2024	2025			2026		2027		2028	
	Total	Total	Budget	%		%		%		%
	Budget	Budget	Variance	Variance	Budget	Variance	Budget	Variance	Budget	Variance
<b>Revenues</b>										
Grants	17,500		(17,500)	100.00%						
<b>Total Revenues</b>	17,500		(17,500)	100.00%						
<b>Expenditures</b>										
Purchases	143,220	128,351	(14,869)	(10.38%)	130,014	1.30%	131,685	1.29%	133,352	1.27%
<b>Total Expenditures</b>	143,220	128,351	(14,869)	(10.38%)	130,014	1.30%	131,685	1.29%	133,352	1.27%
<b>Total Net Levy</b>	(125,720)	(128,351)	(2,631)	(2.09%)	(130,014)	(1.30%)	(131,685)	(1.29%)	(133,352)	(1.27%)



**2026 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Rec. Programs**

	2024	2025			Note
	Total	Total	Budget	%	Reference
	Budget	Budget	Variance	Variance	
<b>Revenues</b>					
Grants	48,200	50,000	1,800	(3.73%)	
User Charges	1,222,076	1,534,240	312,164	(25.54%)	1
Other Revenue	30,000	28,000	(2,000)	6.67%	
<b>Total Revenues</b>	<b>1,300,276</b>	<b>1,612,240</b>	<b>311,964</b>	<b>(23.99%)</b>	
<b>Expenditures</b>					
Labour	1,881,232	2,364,390	483,158	25.68%	2
Purchases	314,966	332,961	17,995	5.71%	3
Contracted Services	7,800	12,300	4,500	57.69%	
Contribution to Reserves	20,000	20,000			
Interfunctional Adjustments	99,100	117,468	18,368	18.53%	4
<b>Total Expenditures</b>	<b>2,323,098</b>	<b>2,847,119</b>	<b>524,021</b>	<b>22.56%</b>	
<b>Total Net Levy</b>	<b>(1,022,822)</b>	<b>(1,234,879)</b>	<b>(212,057)</b>	<b>(20.73%)</b>	
<b>Notes:</b>					
	1 Increased Rates & Fees & opening of the indoor Aquatics				
	2 Payroll costs, Benefits, COLA, PT labour & New FTE Requests				
	3 Program Supplies Expense - Aquatics & Training Expense				
	4 Staff allocations & IT charges allocation				





**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Rec - Programs**

	2024	2025			2026		2027		2028	
	Total	Total	Budget	%		%		%		%
	Budget	Budget	Variance	Variance	Budget	Variance	Budget	Variance	Budget	Variance
<b>Revenues</b>										
Grants	48,200	50,000	1,800	(3.73%)	50,000		50,000		50,000	
User Charges	1,222,076	1,534,240	312,164	(25.54%)	1,560,531	(1.71%)	1,587,436	(1.72%)	1,614,641	(1.71%)
Other Revenue	30,000	28,000	(2,000)	6.67%	28,000		28,000		28,000	
<b>Total Revenues</b>	<b>1,300,276</b>	<b>1,612,240</b>	<b>311,964</b>	<b>(23.99%)</b>	<b>1,638,531</b>	<b>(1.63%)</b>	<b>1,665,436</b>	<b>(1.64%)</b>	<b>1,692,641</b>	<b>(1.63%)</b>
<b>Expenditures</b>										
Labour	1,881,232	2,364,390	483,158	25.68%	2,417,002	2.23%	2,471,060	2.24%	2,526,634	2.25%
Purchases	314,966	332,961	17,995	5.71%	337,951	1.50%	342,135	1.24%	350,170	2.35%
Contracted Services	7,800	12,300	4,500	57.69%	12,300		12,300		12,300	
Contribution to Reserves	20,000	20,000			20,000		20,000		20,000	
Interfunctional Adjustments	99,100	117,468	18,368	18.53%	124,152	5.69%	131,133	5.62%	134,805	2.80%
<b>Total Expenditures</b>	<b>2,323,098</b>	<b>2,847,119</b>	<b>524,021</b>	<b>22.56%</b>	<b>2,911,405</b>	<b>2.26%</b>	<b>2,976,628</b>	<b>2.24%</b>	<b>3,043,909</b>	<b>2.26%</b>
<b>Total Net Levy</b>	<b>(1,022,822)</b>	<b>(1,234,879)</b>	<b>(212,057)</b>	<b>(20.73%)</b>	<b>(1,272,874)</b>	<b>(3.08%)</b>	<b>(1,311,192)</b>	<b>(3.01%)</b>	<b>(1,351,268)</b>	<b>(3.06%)</b>



**2026 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Rec. - Bldg. Office**

	2024	2025			Note
	Total	Total	Budget	%	Reference
	Budget	Budget	Variance	Variance	
<b>Revenues</b>					
User Charges	8,100	8,186	86	(1.06%)	
<b>Total Revenues</b>	<b>8,100</b>	<b>8,186</b>	<b>86</b>	<b>(1.06%)</b>	
<b>Expenditures</b>					
Labour	1,453,741	1,497,409	43,668	3.00%	1
Purchases	895,966	1,130,825	234,859	26.21%	2
Contracted Services	282,800	287,845	5,045	1.78%	
Interfunctional Adjustments	116,875	122,640	5,765	4.93%	
Debt Principal & Interest	324,811	392,223	67,412	20.75%	3
<b>Total Expenditures</b>	<b>3,074,193</b>	<b>3,430,942</b>	<b>356,749</b>	<b>11.60%</b>	
<b>Total Net Levy</b>	<b>(3,066,093)</b>	<b>(3,422,756)</b>	<b>(356,663)</b>	<b>(11.63%)</b>	
<b>Notes:</b>					
	1 Payroll costs, Benefits & COLA				
	2 Heat, Light, & Water, Supplies Expense increase; Special Projects - Feasibility Study & Masonry Study				
	3 New Debt Principle & Interest				



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Rec - Bldg Mltice**

	2024	2025			2026		2027		2028	
	Total	Total	Budget	%		%		%		%
	Budget	Budget	Variance	Variance	Budget	Variance	Budget	Variance	Budget	Variance
<b>Revenues</b>										
User Charges	8,100	8,186	86	(1.06%)	8,186		8,186		8,186	
<b>Total Revenues</b>	<b>8,100</b>	<b>8,186</b>	<b>86</b>	<b>(1.06%)</b>	<b>8,186</b>		<b>8,186</b>		<b>8,186</b>	
<b>Expenditures</b>										
Labour	1,453,741	1,497,409	43,668	3.00%	1,537,255	2.66%	1,578,315	2.67%	1,617,091	2.46%
Purchases	895,966	1,130,825	234,859	26.21%	978,421	(13.48%)	1,001,603	2.37%	1,005,611	0.40%
Contracted Services	282,800	287,845	5,045	1.78%	289,470	0.56%	291,105	0.56%	292,705	0.55%
Interfunctional Adjustments	116,875	122,640	5,765	4.93%	131,209	6.99%	140,630	7.18%	147,973	5.22%
Debt Principal & Interest	324,811	392,223	67,412	20.75%	366,644	(6.52%)	356,864	(2.67%)	354,783	(0.58%)
<b>Total Expenditures</b>	<b>3,074,193</b>	<b>3,430,942</b>	<b>356,749</b>	<b>11.60%</b>	<b>3,302,999</b>	<b>(3.73%)</b>	<b>3,368,517</b>	<b>1.98%</b>	<b>3,418,163</b>	<b>1.47%</b>
<b>Total Net Levy</b>	<b>(3,066,093)</b>	<b>(3,422,756)</b>	<b>(356,663)</b>	<b>(11.63%)</b>	<b>(3,294,813)</b>	<b>3.74%</b>	<b>(3,360,331)</b>	<b>(1.99%)</b>	<b>(3,409,977)</b>	<b>(1.48%)</b>



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Elliott Fairbairn Centre**

	2024	2025		
	Total	Total	Budget	%
	Budget	Budget	Variance	Variance
<b>Revenues</b>				
User Charges	118,700	118,700		
<b>Total Revenues</b>	<b>118,700</b>	<b>118,700</b>		
<b>Expenditures</b>				
Purchases	34,580	35,329	749	2.17%
Contracted Services	2,100	2,160	60	2.86%
Contribution to Reserves	12,500	12,500		
Debt Principal & Interest	41,941	40,680	(1,261)	(3.01%)
<b>Total Expenditures</b>	<b>91,121</b>	<b>90,669</b>	<b>(452)</b>	<b>(0.50%)</b>
<b>Total Net Levy</b>	<b>27,579</b>	<b>28,031</b>	<b>452</b>	<b>(1.64%)</b>



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Elliott Fiddal Centre**

	2024	2025			2026		2027		2028	
	Total	Total	Budget	%		%		%		%
	Budget	Budget	Variance	Variance	Budget	Variance	Budget	Variance	Budget	Variance
<b>Revenues</b>										
User Charges	118,700	118,700			118,700		118,700		118,700	
<b>Total Revenues</b>	<b>118,700</b>	<b>118,700</b>			<b>118,700</b>		<b>118,700</b>		<b>118,700</b>	
<b>Expenditures</b>										
Purchases	34,580	35,329	749	2.17%	35,804	1.34%	36,250	1.25%	36,592	0.94%
Contracted Services	2,100	2,160	60	2.86%	2,205	2.08%	2,250	2.04%	2,300	2.22%
Contribution to Reserves	12,500	12,500			12,500		12,500		12,500	
Debt Principal & Interest	41,941	40,680	(1,261)	(3.01%)	33,555	(17.51%)	32,421	(3.38%)	32,421	
<b>Total Expenditures</b>	<b>91,121</b>	<b>90,669</b>	<b>(452)</b>	<b>(0.50%)</b>	<b>84,064</b>	<b>(7.28%)</b>	<b>83,421</b>	<b>(0.76%)</b>	<b>83,813</b>	<b>0.47%</b>
<b>Total Net Levy</b>	<b>27,579</b>	<b>28,031</b>	<b>452</b>	<b>(1.64%)</b>	<b>34,636</b>	<b>(23.56%)</b>	<b>35,279</b>	<b>(1.86%)</b>	<b>34,887</b>	<b>1.11%</b>



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Museum**

	2024	2025			Note
	Total	Total	Budget	%	Reference
	Budget	Budget	Variance	Variance	
<b>Revenues</b>					
Grants	19,400	19,700	300	(1.55%)	
User Charges	38,400	23,747	(14,653)	38.16%	1
Other Revenue	10,300	10,489	189	(1.83%)	
<b>Total Revenues</b>	<b>68,100</b>	<b>53,936</b>	<b>(14,164)</b>	<b>20.80%</b>	
<b>Expenditures</b>					
Labour	309,205	345,900	36,695	11.87%	2
Purchases	108,784	174,638	65,854	60.54%	3
Contracted Services	25,554	26,189	635	2.48%	
Interfunctional Adjustments	21,300	25,612	4,312	20.24%	
<b>Total Expenditures</b>	<b>464,843</b>	<b>572,339</b>	<b>107,496</b>	<b>23.13%</b>	
<b>Total Net Levy</b>	<b>(396,743)</b>	<b>(518,403)</b>	<b>(121,660)</b>	<b>(30.66%)</b>	
<b>Notes:</b>					
	1 Reduction to Summer Program Revenue				
	2 Payroll costs, Benefits & COLA				
	3 Advertising Expense increase; Special Projects - Museum, Culture and Heritage Master Plan				



**2025 Financial Plan**  
**Operating Plan - Cost Code Summary**  
**Millennium**

	2024	2025			2026		2027		2028	
	Total	Total	Budget	%		%		%		%
	Budget	Budget	Variance	Variance	Budget	Variance	Budget	Variance	Budget	Variance
<b>Revenues</b>										
Grants	19,400	19,700	300	(1.55%)	19,700		19,700		19,700	
User Charges	38,400	23,747	(14,653)	38.16%	24,517	(3.24%)	25,322	(3.28%)	26,152	(3.28%)
Other Revenue	10,300	10,489	189	(1.83%)	10,589	(0.95%)	10,659	(0.66%)	10,659	
<b>Total Revenues</b>	<b>68,100</b>	<b>53,936</b>	<b>(14,164)</b>	<b>20.80%</b>	<b>54,806</b>	<b>(1.61%)</b>	<b>55,681</b>	<b>(1.60%)</b>	<b>56,511</b>	<b>(1.49%)</b>
<b>Expenditures</b>										
Labour	309,205	345,900	36,695	11.87%	355,860	2.88%	366,099	2.88%	375,976	2.70%
Purchases	108,784	174,638	65,854	60.54%	113,724	(34.88%)	116,743	2.65%	118,765	1.73%
Contracted Services	25,554	26,189	635	2.48%	26,664	1.81%	27,139	1.78%	27,614	1.75%
Interfunctional Adjustments	21,300	25,612	4,312	20.24%	26,933	5.16%	28,334	5.20%	28,334	
<b>Total Expenditures</b>	<b>464,843</b>	<b>572,339</b>	<b>107,496</b>	<b>23.13%</b>	<b>523,181</b>	<b>(8.59%)</b>	<b>538,315</b>	<b>2.89%</b>	<b>550,689</b>	<b>2.30%</b>
<b>Total Net Levy</b>	<b>(396,743)</b>	<b>(518,403)</b>	<b>(121,660)</b>	<b>(30.66%)</b>	<b>(468,375)</b>	<b>9.65%</b>	<b>(482,634)</b>	<b>(3.04%)</b>	<b>(494,178)</b>	<b>(2.39%)</b>

**Town of Tillsonburg**  
**10 Year Continuity Schedule**  
**2024 - 2033**

FACILITIES Capital

INDEX	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>RESERVES</b>										
<i>Opening Balance:</i>	21,749	130,588	338,941	(820,760)	(2,483,086)	(4,823,301)	(21,086,983)	(23,527,299)	(27,465,593)	(29,652,656)
<b>TRANSFERS IN:</b>										
Contributions from Capital Levy	\$ 1,256,005	\$ 1,334,817	\$ 1,578,345	\$ 1,662,159	\$ 1,748,697	\$ 1,838,048	\$ 1,930,303	\$ 2,025,555	\$ 2,120,808	\$ 2,220,541
Contributions from Reserves - Facilities & RCP	\$ 169,388									
Grants and Subsidies - Federal										
Grants and Subsidies - Provincial	\$ 238,500									
Debenture Funding		\$ 17,000,000	\$ 1,431,264							\$ 10,625,856
Contribution from Development Charges Reserve			\$ 1,568,736			\$ 2,519,476		\$ 5,428,043		\$ 18,313,271
User Fees										
User Pay Debt										
<b>Total Funding Available for Projects</b>	<b>1,685,642</b>	<b>18,465,405</b>	<b>4,917,286</b>	<b>841,400</b>	<b>(734,389)</b>	<b>(465,777)</b>	<b>(19,156,680)</b>	<b>(16,073,701)</b>	<b>(25,344,784)</b>	<b>1,507,011</b>
<b>CAPITAL PROJECT COMMITMENTS:</b>										
<b>A. Substructure (Foundations, Basements)</b>		160,000	15,000	206,500	81,500	455,000	370,000	200,000	415,000	125,000
<b>B. Shell (Exterior Enclosure, Roofing, Superstructure)</b>	722,000	118,200	644,500	847,500	1,263,500	2,290,000	1,060,000	425,000	160,000	2,070,000
<b>C. Interiors (Interior Construction &amp; Finishes, Stairs)</b>	150,000	40,000	210,500	170,000	888,000	315,000	383,000	435,000	183,355	1,001,479
<b>D. Services (Elevators, Plumbing, HVAC, Electrical, Fire Protection)</b>	314,000	324,000	1,366,955	1,573,456	1,257,992	970,100	1,187,800	1,771,410	1,192,230	2,240,000
<b>E. Equipment &amp; Furnishings</b>	70,000		10,000	66,000	10,000	46,500	10,000	100,000	65,000	45,000
<b>F. Special Construction and Demolition</b>	300,000				50,000		10,000	75,000		5,000
<b>G. Building Sitework (Preparation, Improvements, Utilities, Other)</b>		45,000	215,000	210,000	124,945	191,500	570,000	50,000	1,334,500	50,000
<b>NEW PROJECTS - FROM GROWTH</b>										
Facilities - Gymnasium & Multi Use Space								7,529,730		
Facilities - Fire Station Reno & Expansion			3,000,000							
Facilities - New Third Ice Pad										28,939,127
Facilities - New Public Works Yard						14,000,000				
Facilities - New Town Hall		17,000,000								
<b>Inflation Adjustment</b>		442,180	273,098	230,509	367,594	2,192,172	502,712	489,026	603,015	1,107,296
<b>Total Commitments To Capital Projects</b>	<b>1,556,000</b>	<b>18,129,380</b>	<b>5,735,053</b>	<b>3,303,965</b>	<b>4,043,531</b>	<b>20,460,272</b>	<b>4,093,512</b>	<b>11,075,166</b>	<b>3,953,100</b>	<b>35,582,902</b>
<b>TRANSFERS OUT:</b>										
Transfers to Operating budget										
<b>Total Expenditures Against Reserves</b>	<b>1,556,000</b>	<b>18,129,380</b>	<b>5,735,053</b>	<b>3,303,965</b>	<b>4,043,531</b>	<b>20,460,272</b>	<b>4,093,512</b>	<b>11,075,166</b>	<b>3,953,100</b>	<b>35,582,902</b>
<b>Closing Balance Before Interest</b>	<b>129,642</b>	<b>336,025</b>	<b>(817,767)</b>	<b>(2,462,566)</b>	<b>(4,777,920)</b>	<b>(20,926,049)</b>	<b>(23,250,192)</b>	<b>(27,148,867)</b>	<b>(29,297,885)</b>	<b>(34,075,890)</b>
Interest Income	946	2,916	(2,993)	(20,521)	(45,381)	(160,933)	(277,107)	(316,726)	(354,772)	(398,303)
<b>Closing Reserve Balance</b>	<b>130,588</b>	<b>338,941</b>	<b>(820,760)</b>	<b>(2,483,086)</b>	<b>(4,823,301)</b>	<b>(21,086,983)</b>	<b>(23,527,299)</b>	<b>(27,465,593)</b>	<b>(29,652,656)</b>	<b>(34,474,194)</b>



Summary of Projects by Location											10-Yr
Row Labels	Sum of 2025	Sum of 2026	Sum of 2027	Sum of 2028	Sum of 2029	Sum of 2030	Sum of 2031	Sum of 2032	Sum of 2033	Sum of 2034	Total
ANHS	\$40,000	\$195,000	\$200,000	\$546,000	\$209,500	\$1,792,500	\$405,000	\$225,000	\$180,000	\$1,122,000	\$4,915,000
Annandale Canteen			\$40,000	\$15,000	\$40,000	\$5,000	\$10,000				\$110,000
Cemetery Office	\$10,000		\$57,500	\$57,500	\$23,500	\$65,000	\$45,500	\$65,000	\$80,000	\$70,000	\$474,000
Cemetery Old			\$16,000	\$5,000	\$31,500	\$15,000	\$45,000	\$25,000			\$137,500
Clock Twr	\$45,000		\$31,000	\$11,500	\$35,000	\$50,000	\$50,000	\$25,000		\$18,000	\$265,500
EFC	\$39,000	\$108,200	\$412,655	\$308,956	\$473,937	\$262,100	\$249,300	\$301,410	\$357,485	\$216,479	\$2,729,522
Fire	\$150,000	\$5,000	\$203,500	\$156,500	\$245,000	\$345,000	\$168,000	\$340,000	\$352,600	\$265,000	\$2,230,600
Gibson		\$41,000	\$17,500	\$85,000	\$40,000	\$50,000	\$60,000	\$15,000			\$308,500
Lake Lisgar			\$6,000		\$50,000						\$56,000
LLWP	\$450,000		\$35,000	\$105,000	\$185,000	\$67,000	\$310,000	\$50,000	\$40,000		\$1,242,000
PW	\$10,000	\$35,000	\$170,000	\$420,000	\$200,500	\$171,500	\$155,000	\$235,000	\$750,000	\$275,000	\$2,422,000
Stn Arts		\$16,000	\$117,800	\$173,000	\$213,000	\$170,000	\$268,000	\$165,000	\$170,000	\$850,000	\$2,142,800
TCC	\$812,000	\$292,000	\$1,185,000	\$1,220,000	\$1,929,000	\$1,285,000	\$1,825,000	\$1,610,000	\$1,420,000	\$2,720,000	\$14,298,000
<b>Grand Total</b>	<b>\$1,556,000</b>	<b>\$692,200</b>	<b>\$2,491,955</b>	<b>\$3,103,456</b>	<b>\$3,675,937</b>	<b>\$4,278,100</b>	<b>\$3,590,800</b>	<b>\$3,056,410</b>	<b>\$3,350,085</b>	<b>\$5,536,479</b>	<b>\$31,331,422</b>
<b>NEW PROJECTS - FROM GROWTH</b>											
Facilities - Gymnasium & Multi Use Space								\$ 7,529,730			\$7,529,730
Facilities - Fire Station Reno & Expansion			\$ 3,000,000								\$3,000,000
Facilities - New Third Ice Pad										\$ 28,939,127	\$28,939,127
Facilities - New Public Works Yard						\$ 14,000,000					\$14,000,000
Facilities - New Town Hall		\$ 18,000,000									\$18,000,000
											<b>\$71,468,857</b>

PARKS Capital

INDEX	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>RESERVES</b>										
<i>Opening Balance:</i>	148,000	28,240	-619,648	-1,560,577	-2,195,181	-2,927,334	-3,909,943	-4,793,393	-5,170,854	-6,735,068
<b>TRANSFERS IN:</b>										
Contributions from Capital Levy	241,725	256,893	303,761	319,892	336,546	353,742	371,497	389,829	408,161	427,355
Grants and Subsidies - Federal										
Grants and Subsidies - Provincial										
Contribution from Development Charges Reserve		57,989	198,778	489,812	367,058	45,831			2,095,161	
Contribution from Parkland Trust										
Contribution from Cash-in-Lieu/Parkland Reserve										
Transfers from Other Reserves - Cemetery Reserve		65,000	15,000	68,000	20,000	71,500		75,000		79,000
<b>Total Available Funds</b>	<b>389,725</b>	<b>408,122</b>	<b>(102,108)</b>	<b>(682,874)</b>	<b>(1,471,577)</b>	<b>(2,456,260)</b>	<b>(3,538,445)</b>	<b>(4,328,564)</b>	<b>(2,667,532)</b>	<b>(6,228,712)</b>
<b>CAPITAL PROJECT COMMITMENTS:</b>										
A. Structures			80,000			100,000			305,000	20,000
B. Sports Fields	105,000	50,000	30,000	75,000	160,000	217,500	455,000	100,000	90,000	50,000
C. Site Ammenities		115,000	140,000	55,000	190,000	30,000	150,000	50,000		
D. Parking Lots, Trails & Pathways	10,000	5,000	357,000	170,000	260,000		70,000	130,000	380,000	10,000
E. Pavilions, Gazebos and Gathering Spaces						15,000		100,000		
F: Studies, Plans and Landscape Designs	5,000									
G: General Landscaping	138,500	153,000	113,000	222,500	83,000	68,000	95,000	83,000	158,000	123,000
H: Cemetery		80,000	90,000	130,000	50,000	60,000	95,000	50,000	50,000	50,000
I: Trails	30,000	10,000	5,000	27,500	15,000	30,000	5,000	5,000	12,000	10,000
J: Equipment		7,500	5,000	35,000	20,000	17,800	10,000	5,000	5,000	
<b>New Projects - Parks</b>										
Columbariums	H: Cemetery	65,000	15,000	68,000	20,000	71,500		75,000		79,000
Landscaping	H: Cemetery		113,000							
Paving	H: Cemetery						70,000			
Fencing	G: General Landscaping		50,000							
Fitness	B. Sports Fields			65,000	65,000					
Landscaping	G: General Landscaping					15,000				
Additional Parkland	D. Parking Lots, Trails & Pathways								2,120,772	
Paving	D. Parking Lots, Trails & Pathways		216,429	115,000		30,000				
Rolling Meadows	D. Parking Lots, Trails & Pathways	60,000								
Playgrounds	C. Site Ammenities		26,000	179,948	209,447	350,000	65,000	45,000	115,000	
Site Ammenities	C. Site Ammenities					54,390				
Sports Fields	B. Sports Fields				331,144	386,376				
Studies	F: Studies, Plans and Landscape Designs								105,861	
Signage	I: Trails		20,000	10,000	25,000	15,000	10,000	10,000	10,000	
Trails	I: Trails		54,107	129,981		159,342				
<b>Inflation Adjustment</b>	14,079	59,060	109,998	140,388	159,564	182,683	175,890	127,400	651,953	66,724
<b>TOTAL</b>	<b>362,579</b>	<b>1,024,096</b>	<b>1,444,927</b>	<b>1,488,979</b>	<b>1,423,940</b>	<b>1,411,215</b>	<b>1,200,890</b>	<b>780,400</b>	<b>3,993,586</b>	<b>408,724</b>
<b>TRANSFERS OUT:</b>										
Transfers to Operating budget										
Transfers to Other Reserves										
<b>Total Expenditures Against Reserves</b>	<b>362,579</b>	<b>1,024,096</b>	<b>1,444,927</b>	<b>1,488,979</b>	<b>1,423,940</b>	<b>1,411,215</b>	<b>1,200,890</b>	<b>780,400</b>	<b>3,993,586</b>	<b>408,724</b>
<b>Closing Balance Before Interest</b>	<b>27,146</b>	<b>(615,974)</b>	<b>(1,547,036)</b>	<b>(2,171,853)</b>	<b>(2,895,517)</b>	<b>(3,867,475)</b>	<b>(4,739,335)</b>	<b>(5,108,964)</b>	<b>(6,661,118)</b>	<b>(6,637,437)</b>
Interest Income	1,095	(3,673)	(13,542)	(23,328)	(31,817)	(42,468)	(54,058)	(61,890)	(73,950)	(83,578)
<b>Closing Reserve Balance</b>	<b>28,240</b>	<b>(619,648)</b>	<b>(1,560,577)</b>	<b>(2,195,181)</b>	<b>(2,927,334)</b>	<b>(3,909,943)</b>	<b>(4,793,393)</b>	<b>(5,170,854)</b>	<b>(6,735,068)</b>	<b>(6,721,015)</b>



**2025 Capital Project Listing - New Requests**

**Recreation, Culture & Parks**

	Expenditures	Contribution to Reserves	Grants	Tax Supported Debt	Reserves	DC Reserves	Donation	Miscellaneous	User Pay Debt	Taxation	Comments
<b>Project Listing</b>											
<b>450 Parks</b>											
X81 Rolling Meadows Trails Paving	60,000									60,000	
X80 Parks - I. Trails	30,000				(1,800)					28,200	RCP Reserve
X79 Parks - G. General Landscaping	138,500									138,500	
X78 Parks - F. Studies, Plans & Landscape Design	5,000									5,000	
X77 Parks - D. Parking Lots & Pathways	10,000									10,000	
X76 Parks - B. Sports Fields	105,000				(105,000)						RCP Reserve
<b>Total 450 Parks</b>	<b>348,500</b>				<b>(106,800)</b>					<b>241,700</b>	
<b>465 Rec - Bldg Mtce</b>											
X86 Facilities - F. Special Construction & Demo)	300,000									300,000	
X85 Facilities - E. Equipment & Furnishings	70,000									70,000	
X84 Facilities - D. Services (Elevators, Plumbing, HVAC, Electric, Fire Protection)	314,000				(61,500)					252,500	RCP/Facility Infrastructure Reserve
X83 Facilities - C. Interiors (Interior Construction & Finishes, Stairs)	150,000									150,000	
X82 Facilities - B. Shell (Exterior, Enclosures, Roofing & Superstructure)	722,000		(238,500)							483,500	Sports & Rec Infrastructure Fund
<b>Total 465 Rec - Bldg Mtce</b>	<b>1,556,000</b>		<b>(238,500)</b>		<b>(61,500)</b>					<b>1,256,000</b>	
<b>Total Project Listing</b>	<b>\$1,904,500</b>		<b>(\$238,500)</b>		<b>(\$168,300)</b>					<b>\$1,497,700</b>	

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X76 Parks - B. Sports Fields		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

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

Item	Location	Description	2025
1	Hardball 1	Resurfacing Hardball 1 Outfield	\$50,000
2	Hardball 1	Scorer's Box	\$15,000
3	Hardball 1	New Storage Shed	\$15,000

Justification
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See Justifications on next page

Budget
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	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	105,000	105,000					
<b>Expenditures Total</b>	<b>105,000</b>	<b>105,000</b>					
<b>Funding</b>							
Cont.from Reserves	105,000	105,000					
<b>Funding Total</b>	<b>105,000</b>	<b>105,000</b>					

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X76 Parks - B. Sports Fields		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

**Gallery**

*G:\Recreation, Culture & Parks\Budgets\2025 Budget\RCP 2025 Capital Budget Lead Sheets\Parks\photos\Parks - B. Sports Fields - Justifications.jpg*

Item	Justification
1	Currently, the outfield has poor drainage causing the field to hold water. The puddling is severe and it affects user group's play during rain storms or spring melt. Resurfacing will add elevation to the outside playing surface to allow runoff rather than the retention of water. This will increase usability and availability for our User Groups. TMBI identified this a high priority for baseball.
2	Currently, there is no scorer's box for Hardball 1. A box similar to the scorers box at Sam Lamb diamond would provide an area for Score keepers (who currently don't have an area) and also allow for electrical outlets, bringing electrical to the diamond.
3	When the new dugout was installed at Hardball 1, the storage unit was removed and not replaced. A new storage unit is needed to provide User groups with a secure area to store equipment. This has been identified as a high priority by TMBI
4	TMBI has outgrown the current storage unit so additional storage is needed. This has been identified as a high priority by TMBI.
5	Not all ball diamonds currently have distance markers. Installing markers, the same as those installed on Hardball 1 in 2024, will provide consistency throughout the Town's ball diamonds

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X76 Parks - B. Sports Fields		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

*Parks - B. Distance Markers*



# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X76 Parks - B. Sports Fields		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

B. Sports Fields - Current storage box at Sam Lamb Field.jpg



## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X77 Parks - D. Parking Lots & Pathways		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

Description				
	Item	Location	Description	2025
	1	Glendale Park	AODA - Pathway To Playground	\$5,000
	2	Trottier Park	AODA - Pathway To Playground	\$5,000
			<b>Total</b>	<b>\$10,000</b>

### Justification

Items 1 & 2

It is important for the Town to ensure that play spaces are accessible to children and caregivers with disabilities and mobility issues. Updates are required to ensure our Town spaces meet AODA minimums.

### Budget

	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	10,000	10,000					
<b>Expenditures Total</b>	<b>10,000</b>	<b>10,000</b>					
<b>Funding</b>							
Taxation	10,000	10,000					
<b>Funding Total</b>	<b>10,000</b>	<b>10,000</b>					



## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X78 Parks - F. Studies, Plans & Landscape Design		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

Description				
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	Item	Location	Description	2025
	1	TCC	Landscape Drawings - Gardens at TCC	\$5,000

Justification				
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Landscape drawings are needed to plan and develop the area on the southwest side of the Tillsonburg Community Centre around the newly renovated pool and entrance areas.

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

	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	5,000	5,000					
<b>Expenditures Total</b>	<b>5,000</b>	<b>5,000</b>					
<b>Funding</b>							
Taxation	5,000	5,000					
<b>Funding Total</b>	<b>5,000</b>	<b>5,000</b>					

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X78 Parks - F. Studies, Plans & Landscape Design		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

*Parks - F. 1 - Landscape at TCC.jpg*



## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X79 Parks - G. General Landscaping		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

Description			
	Location	Description	2025
1	Bert Newman Parkette	Upgrade Fencing	\$35,000
2	Memorial Park	Purchase and Install Gates (X2)	\$8,500
3	Coronation Park/Participark	Invasive Species Control - Phragmites Removal Program	\$20,000
4	Lake Lisgar	Maintaining Healthy Shoreline	\$35,000

### Justification

**See Justifications next page.**

### Budget

	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	138,500	138,500					
<b>Expenditures Total</b>	<b>138,500</b>	<b>138,500</b>					
<b>Funding</b>							
Taxation	138,500	138,500					
<b>Funding Total</b>	<b>138,500</b>	<b>138,500</b>					

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X79 Parks - G. General Landscaping		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

**Gallery**

*G:\Recreation, Culture & Parks\Budgets\2025 Budget\RCP 2025 Capital Budget Lead Sheets\Parks\photos\Parks - G. General Landscaping Justifications.*

Item	Justification
1	Council resolution #2024-328. That the fence surrounding the perimeter of Bert Newman Park be considered in the 2025 budget to be repaired/refurbished.
2	The greenspace currently assigned to ball tournaments for parking is being used by Lisgar apartment residents. Although there are barriers in place, residents move them and park in the area anyway. A permanent gate would eliminate this issue allowing user groups to use the parking spaces.
3	Phragmites are an invasive grass targeting our wetlands. Removal is necessary as this is hurting the turtle population because turtles can't nest properly. This was identified by Long Point and subsequent removal on the Long Point Cosway, has made a significant difference to wildlife.
4	Remediation and maintenance along the shore line is necessary to protect the habitat and prevent invasive species.
5	The current vegetation has outgrown the available space in the garden. Removal of the current softscape will be replaced with more size appropriate vegetation. The removal of the trees will help to protect against heaving of interlocking brick.
6	Signs are in disrepair and require replacement. End of life signage will be replaced with new Town branded signage.
7	Ongoing tree planting and canopy preservation for the Town. Benefits to the Town include: improved air quality, windbreaks & shade to help with heating and cooling cost, reduced run off into sewers improving water quality, prevention of soil erosion and improved property values.

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X79 Parks - G. General Landscaping		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

*Parks - G. Bert Newman Park Fence.jpg*



# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X79 Parks - G. General Landscaping		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

*Parks - G. Memorial Park - Location for Gates.jpg*



## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X80 Parks - I. Trails		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

Description			
Item	Location	Description	2025
1	Carroll Trail	Invasive Species Control - Norway Maples Removal	\$10,000
2	Veteran's Trail	Design and Installation of Trailhead Signage - wayfinding, bylaws, etc.	\$10,000

Justification	
Item	Justification
1	Norway maples are invasive and need to be removed. They will be replaced with native species
2	By-law signage will complement the new Parks Use By-Law to ensure public awareness. Trail head sign replacements are required due to deterioration and fading. In addition, signs currently have outdated trail maps (trails no longer in use) and old Tillsonburg Logos.
3	Trans Canada trail signage is three designs behind the current Town logo. Replacement will bring them into compliance with current Town brand standards.

Budget							
	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	30,000	30,000					
<b>Expenditures Total</b>	<b>30,000</b>	<b>30,000</b>					
<b>Funding</b>							
Cont.from Reserves	1,800	1,800					
Taxation	28,200	28,200					
<b>Funding Total</b>	<b>30,000</b>	<b>30,000</b>					

## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X81 Rolling Meadows Trails Paving		
<b>Department</b>	Parks		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

#### Description

Installation of hardscape (asphalt) trails – Rolling Meadows Parkland.

#### Justification

As the Rolling Meadows parkland is developed it is desirable to have connectivity between Rolling Meadows and Northcrest through an enhanced trail network. CJDJL is working to prepare a draft design for the Rolling Meadows park and a preliminary cost-estimate to review with Hayhoe Homes and the Town of Tillsonburg. Hayhoe Homes has agreed to donate up to \$50,000 towards the installation of hardscape (asphalt) trails in this area, as shown on the attached plan. The intention is that this donation would be in the form of direct payment to the paving contractor as part of a commitment by Hayhoe Homes towards enhancing the park and trails network in the community. This would be a cost sharing and the Town would fund the additional \$60,000 towards parkland development in Rolling Meadows .

#### Budget

	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	60,000	60,000					
<b>Expenditures Total</b>	<b>60,000</b>	<b>60,000</b>					
<b>Funding</b>							
Taxation	60,000	60,000					
<b>Funding Total</b>	<b>60,000</b>	<b>60,000</b>					



# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X82 Facilities - B. Shell (Exterior, Enclosures, Roofing & Superstructure)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

Description			
Item #	Location	Asset Description	2025
1	LLWP	LLWPRoofReplacement	\$150,000
2	TCC	Pool Roof - Single Ply Membrane	\$477,000
3	TCC	LionsDenCanopy	\$50,000
4	Clock Tower	Masonry Wall repairs	\$45,000

Justification			
Item#	FCI	Justification	
1	50.8%	Facility Audit - Rotted wood and widespread stains on roof deck due to leaking from roof. Tremco Roofing – Attended site on Feb 8, 2024 and found several holes and areas where leaking was occurring. Temporary repairs and sealing were completed until the roof can be restored or replaced this year.	
2	5.7%	Facility Audit - Continuous leaking issues reported. Due to be replaced in 2022 Roof Inspection Report – Deficiencies including slices, tears, cracking, punctures. Moisture encapsulated within roof assembly and water trapped. Previous repairs deteriorating. As directed by Council resolution #2024-471, staff will apply for a Community Sport and Recreation Infrastructure Fund Grant to fund a portion of this project.	
3	5.7%	As the aquatics area of the Tillsonburg Community Centre is currently under repair, council directed staff, by Council Resolution #2024-435, to investigate the cost of repairing and updating the Lions Den entrance façade at the same time, to take advantage of any cost efficiencies.	
4		Facility Audit - Widespread loose bricks, cracks, eroded masonry and damaged and broken bricks. Damage will continue to progress with exposure to the elements. Site is currently fenced off as it poses a health and safety hazard to the public.	

Budget							
	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	722,000	722,000					
<b>Expenditures Total</b>	<b>722,000</b>	<b>722,000</b>					
<b>Funding</b>							
Grants	238,500	238,500					
Taxation	483,500	483,500					
<b>Funding Total</b>	<b>722,000</b>	<b>722,000</b>					

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X82 Facilities - B. Shell (Exterior, Enclosures, Roofing & Superstructure)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

Shell - TCC Pool Roof.jpg

#### Facilities – B. Shell - 4 – TCC – Pool Roof Replacement



# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X82 Facilities - B. Shell (Exterior, Enclosures, Roofing & Superstructure)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

B. Shell- LLWP Roof.jpg

#### Site Images-



Photo 1-Leak 1

Observation: Leak area overview-building interior.



Photo 2-Leak 2

Observation: Leak area overview-building interior.



Photo 3-Leak 2

Observation: Water staining on floor.



Photo 4-Leak 1

Observation: One of two speakers removed.

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X82 Facilities - B. Shell (Exterior, Enclosures, Roofing & Superstructure)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

B. Shell - LLWP Roof (2).jpg



Photo 7-Leak 2

Observation: Overview of incomplete base flashing details concealed by new metal coping.



Photo 8-Leak 2

Observation: Existing metal coping details susceptible to leaking.



Photo 9-Leak 2

Observation: Large hole in base flashing details.



Photo 10

Observation: Open corner of EPDM flashings.

**Town of Tillsonburg**

**Capital Projects**

<b>Project</b>	X82 Facilities - B. Shell (Exterior, Enclosures, Roofing & Superstructure)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

**Gallery**

*B. Shell - Lions Den entrance.jpg*



# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X82 Facilities - B. Shell (Exterior, Enclosures, Roofing & Superstructure)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

B. Shell - Clock Tower Masonry.jpg

#### Facilities - B. Shell - Clock Tower Masonry Walls



## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X83 Facilities - C. Interiors (Interior Construction & Finishes, Stairs)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

Description			
Item #	Location	Description	2025
1	Fire	Flooring - Truck Bay Concrete Flooring Repairs	\$150,000
		<b>Total</b>	<b>\$150,000</b>

Justification		
Item#	FCI	Justification
1	23.0%	<p>The concrete floor and trench drains in the truck bay require repair.</p> <p>The trench drain are rusting and swelling and the concrete floor has significant spalling and cracking due to inadequate drainage of standing water. In addition to the damage, this also creates slips, trips and falls hazards for staff and visitors. The damaged concrete needs to be removed, new trench drains and grates installed, and the entire bay floor area resurfaced to allow for adequate drainage in order to maintain the floor in a state of good repair.</p> <p>The Fire JHSC has identified and recommended this repair as a priority for 2025. The 2022 Roth IAMS Building Assessment Report and 2020 Balan Engineering Study Report identified this repair as immediate term for the Fire Station.</p>

Budget							
	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	150,000	150,000					
<b>Expenditures Total</b>	<b>150,000</b>	<b>150,000</b>					
<b>Funding</b>							
Taxation	150,000	150,000					
<b>Funding Total</b>	<b>150,000</b>	<b>150,000</b>					

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X83 Facilities - C. Interiors (Interior Construction & Finishes, Stairs)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

C. Interiors - Fire Hall Truck Bay Concrete Flooring.jpg

#### C. Interiors -1 – Fire – Truck Bay Flooring Repairs



Damage to ceiling underneath the truck bay floors due to inadequate drainage.





## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X84 Facilities - D. Services (Elevators, Plumbing, HVAC, Electric, Fire Protection)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

Description				
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	Item #	Location		2025
	1	PW	HVAC - Gas Detection System Replacement - Fleet Bay	\$10,000
	2	ANHS	Lighting - Emergency Lighting (Battery Backup)	\$40,000
	3	Cemetery Office	Plumbing - Domestic Pipes and Fixings - Washroom	\$10,000

Justification				
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**See justifications next page**

Budget							
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	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	314,000	314,000					
<b>Expenditures Total</b>	<b>314,000</b>	<b>314,000</b>					
<b>Funding</b>							
Cont.from Reserves	61,500	61,500					
Taxation	144,600	144,600					
<b>Funding Total</b>	<b>206,100</b>	<b>206,100</b>					

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X84 Facilities - D. Services (Elevators, Plumbing, HVAC, Electric, Fire Protection)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

**Gallery**

*Facilities - D. Services - Justifications.jpg*

Item#	FCI	Justification
1	4.9%	Facility Audit – The CO2 detector in the garage area collects air samples and test for carbon monoxide. The current system has reached end of life and a replacement is recommended.
2	20.0%	Facility Audit - It could not be determined if the inverter was providing emergency power to any fixtures in the original area of the building. Based on age and a suspected lack of coverage, a lifecycle replacement is recommended in the short term.
3	.09%	Facility Audit - Plumbing fixtures appear to be from the original construction and their condition consistent with their age. Replacement is recommended.
4	42.2%	Facility Audit - The water fountain condition is consistent with the age. Corrosion was observed on some of the water fountains. Replacement with touchless bottle fill stations is recommended.
5	42.2%	Facility Audit - Condition is consistent with the component age with evidence of corrosion on the exterior. Units could fail at any time. Replacement is recommended.
6	5.7%	The renovation and addition of a ramp to the pool at the Tillsonburg Community Centre has increased the volume of water requiring filtration. The current system is old and does not meet the standards required by South West Public Health (SWPH). It needs to be updated/upgraded. This will be a phased in approach with 2025 focusing on replacing the floor drain/scupper filtration system, pool pumps and heaters.
7		In 2023 Oxford County endorsed Oxford County's Backflow Prevention By-law #6544-2023 to further safeguard the municipal drinking water system. Surveys were conducted on all Town owned buildings and it was determined that several backflow preventers are required. To meet Oxford County's deadline of installation prior to June 14, 2026, The Town endeavors to install half of the preventers in 2025 and the other half the first part of 2026.

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X84 Facilities - D. Services (Elevators, Plumbing, HVAC, Electric, Fire Protection)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

D. Services - EFC Drinking Fountains.jpg

Facilities – D. Services EFC Drinking Fountains



# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X84 Facilities - D. Services (Elevators, Plumbing, HVAC, Electric, Fire Protection)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

D. Servicec - EFC Make Up Air Units.jpg

#### D. Services - EFC Make up Air Units



## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X85 Facilities - E. Equipment & Furnishings		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

#### Description

Item #	Location	Asset Description	2025
1	TCC	Equipment - Public Address and Music System	\$60,000
2	TCC	Equipment- Recreation Minor Capital	\$10,000

#### Justification

Item#	FCI	Justification
1	5.7%	A functioning public address system is necessary for the health and safety of all patrons using the Tillsonburg Community Centre. Funds will be used to update the current system and to expand the system to include the newly renovated pool and customer service areas.
2	5.7%	Recreational programming enhances the physical and mental wellbeing of Town residents. Funding will be used to purchase equipment for new programs being offered or, to replace aging and damaged equipment used in current programming.

#### Budget

	Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>							
Construction	70,000	70,000					
<b>Expenditures Total</b>	<b>70,000</b>	<b>70,000</b>					
<b>Funding</b>							
Taxation	70,000	70,000					
<b>Funding Total</b>	<b>70,000</b>	<b>70,000</b>					

## Town of Tillsonburg

### Capital Projects

<b>Project</b>	X86 Facilities - F. Special Construction & Demo)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

Description			
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Item #	Location	Description	2025
1	LLWP	Pool Liner	\$300,000
<b>Total</b>			<b>\$300,000</b>

Justification		
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Item#	FCI	Justification
1	50.8%	<p>The pool basin at LLWP is currently painted cement. Its current condition requires repairs and maintenance to fix several cracks and peeling paint. These types of repairs and maintenance are typically required every 3 – 5 years with the most recent quote for repairs coming in around \$150,000. It is recommended to move to a pool line instead. The initial cost of the liner is higher at \$300,000 however, it is guaranteed for 15 years or longer, creating a savings for the Town over the 15 year time frame.</p>

Budget							
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		Total	2025	2026	2027	2028	2029	2030
<b>Expenditures</b>								
Construction		300,000	300,000					
<b>Expenditures Total</b>		<b>300,000</b>	<b>300,000</b>					
<b>Funding</b>								
Taxation		300,000	300,000					
<b>Funding Total</b>		<b>300,000</b>	<b>300,000</b>					

# Town of Tillsonburg

## Capital Projects

<b>Project</b>	X86 Facilities - F. Special Construction & Demo)		
<b>Department</b>	Rec - Bldg Mtce		
<b>Version</b>	3 - SMT final	<b>Year</b>	2025

### Gallery

F. Special Construction - LLWP Pool Basin



LLWP Pool Basin – cracks & peeling paint