



Corporation of the Municipality of Temagami

Memo No.  
2024-M-005

## Memorandum to Council

**Subject:** Administrative Update Report

**Agenda Date:** January 11, 2023

**Attachments:**

### **RECOMMENDATION**

BE IT RESOLVED THAT Council receive Memo 2024-M-005, to provide an administrative update for information.

### **INFORMATION**

#### **ICIP Green**

The Infrastructure Ontario Loan has been finalized and one draw has been made to date. I am in discussion with the funders to talk about the potential for a few changes to the funding agreement. This includes trying to add the 2024 capital for the Temagami North Water Treatment Plant, Temagami North Lagoon Blower and electrical upgrades and the replacement of the Temagami North Water Standpipe (rather than rehabilitation). The chemical panels for the North Water Plant are being ordered, the UV upgrades to the North Lagoon have commenced and are expected to be completed this year, and the standpipe tender package draft has been completed for review.

#### **Budgeting**

Departments heads have started their budget preparations. Meetings have been scheduled for those new to the budgeting process. We are hopeful that the initial budget figures (first draft) will be prepared for the February working session. This will include operating and capital and will not contain a percentage increase cap, as per Councils request. Apologies for the delay in providing the draft budget, as Council previously requested the first draft before the end of 2023.

#### **Priority Planning Process 2024**

We are planning to start a priority, wish list, ongoing projects work sheet for each department and for Council. We hope to present and discuss this at the January working session. After review and group prioritization, we expect to have a working document that will help guide us into the future.

#### **Year End Processes**

We are working with the Auditors, ICity (our accounting software provider) and various other agencies and municipalities to ensure that we meet all of the year end financial requirements and reporting. This is a bit of a learning curve; however, we are confident that with the supports we have, we will be able to complete these tasks.

#### **Staffing**

The two summer youth employees who stayed on to assist in the recreation department have been laid off now that the Recreation Coordinator is more comfortable in his role. They have both agreed to stay on casually if required for tournaments or events. The Public Works crew has been instrumental with training and prepping the Arena for the winter season. Thank you!

**Respectfully Submitted**  
**Sabrina Pandolfo**