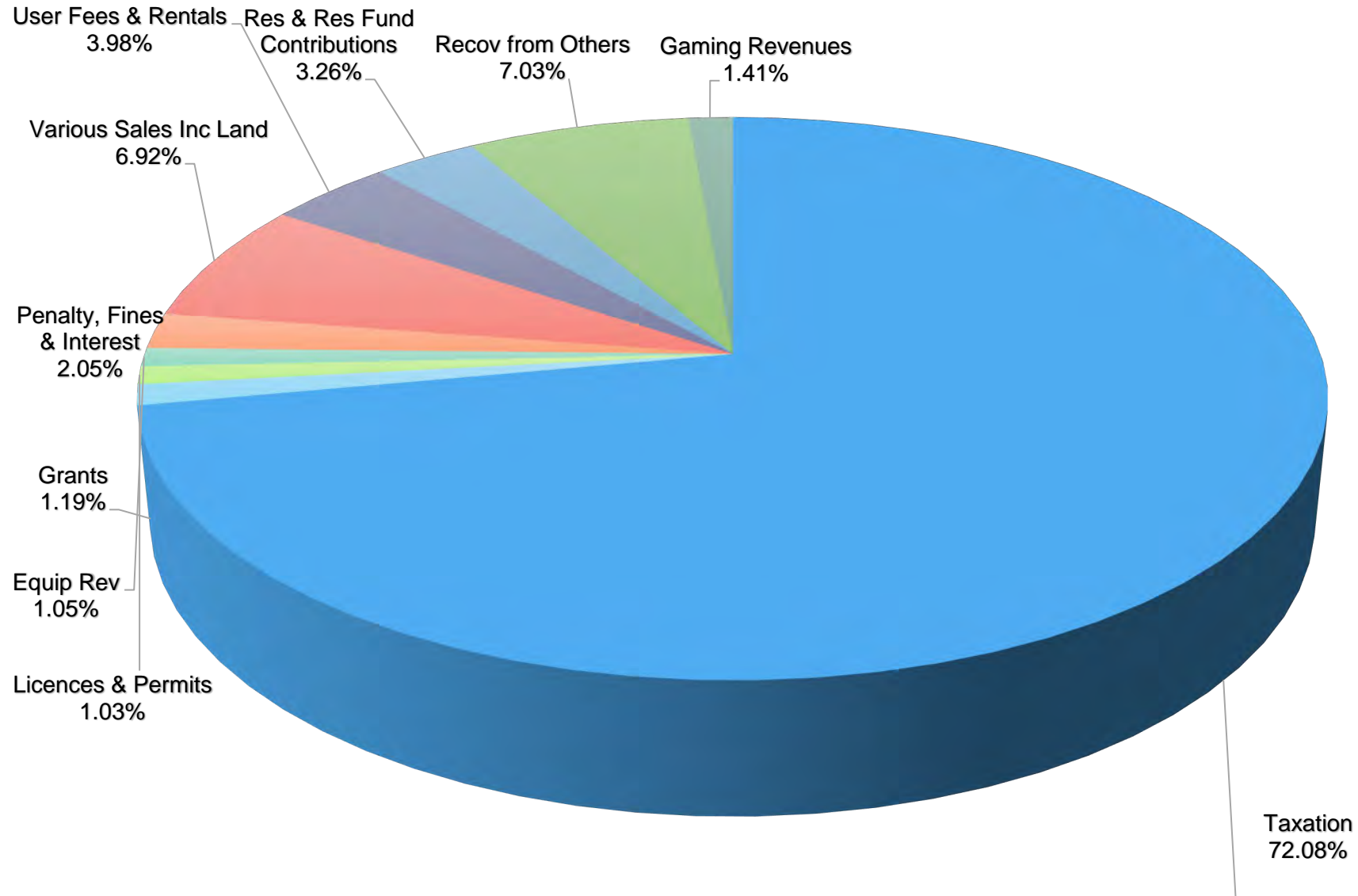


Finance & Administrative Services

2026 Revenue Fund Budget Highlights
Reflecting on 2025
2026 Goals

2026 Budget Overview

Treasury – Total Revenues



Treasury - Revenues

- In addition to the tax levy, there are several other taxation related revenues including additional taxes, payments in lieu of taxation and penalty charges.
- Other revenues include grants, investment income and various transfers from reserve and reserve funds.
- The Ontario Municipal Partnership Fund will be phased out by 20% over the next 5 years.

Treasury - Slot Machine Reserve Fund

- 2025 Revenue received from the slots facility has been allocated per Council direction as follows:
- Benefit Taxpayers – 30%
- Community Grants (includes FAIR subsidy) – 15%
- Transit Subsidy - \$60,000
- Community & Social Well Being Reserve - \$150,000
- Balance to Reserve for Capital Projects - \$710,900

Treasury – Expenditures

- Includes expenditures not directly attributable to specific departments. Most are comparable to 2025.
- The ADP Expenses reflect the projected costs of moving from the current eTimecard software.
- The unused funds in the tax adjustment account are transferred each year to the Reserve for Uncollectible Taxes.

Treasury – Expenditures

- Boundary adjustment payments are due under agreements with neighbouring municipalities and increase as development occurs in the adjusted area.
- Garbage Bag Tags – The cost of garbage tags has increased from \$2 to \$3 per tag. This budget line captures the cost of tags we have on hand to be able to sell to Woodstock residents.
- Tax Rebates – Charities & other similar organizations are paid based on applications submitted to the City.
- Community improvement grants & loans & tax grants are approved by Council and are funded from the Downtown Redevelopment Reserve Fund.

Contributions to Reserves & Reserve Funds

- The proposed base reserve and reserve fund contributions are consistent with previous years.
- Sick Leave Severance Reserve contribution remains paused as the reserve is funded for the next 5 years.
- The Transportation Reserve is a newly created reserve that combined the Asphalt Reserve, Roads Reserve, and the Street Lighting Reserve Fund.

Contributions to Reserves & Reserve Funds

- The 2024 surplus was allocated to the Reserve for Capital Projects resulting in the increased 2025 contribution. The 2026 estimate reflects the standard contribution of the base indexed amount plus some funding from the OMPF grant and the OLG revenue.
- A year-end listing of the reserves and reserve funds will be available in the spring as we continue to finalize 2025 results.

Debt

- New debt issued:
 - Downtown Revitalization Phase 1 & 2
 - Southgate Expansion/Renovation
 - Public Works Office Addition/Renovation

Where possible, we finance some of the growth-related debt repayments with development charges.

Grants

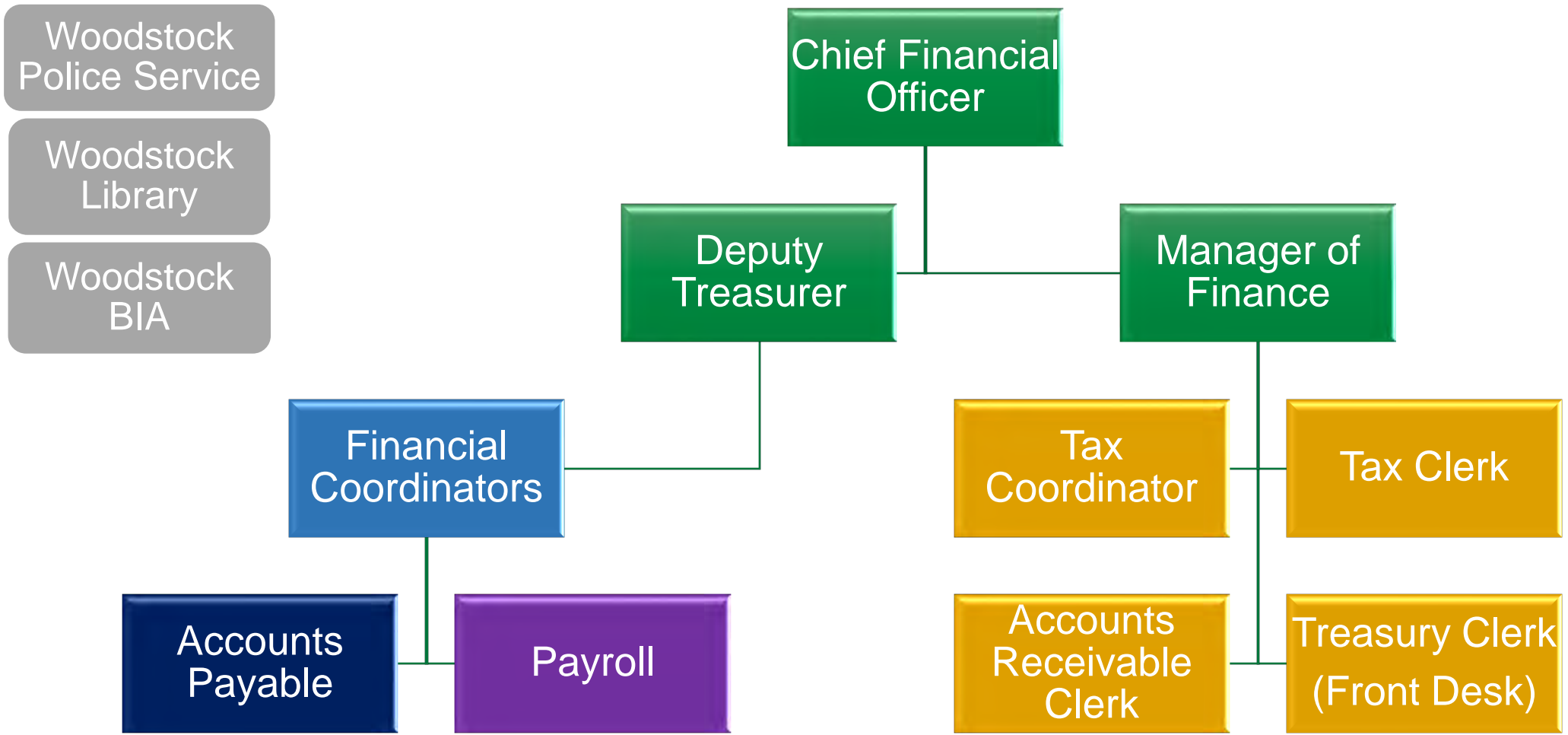
- Normally funded 100% from the Slot Machine Reserve Fund with the exception of a portion of the South Gate Centre grant.
- Grant allocation included in this department is \$ 225,700 for community and other grants while the \$35,000 for the Recreation and Culture portion of the FAIR program is included in the Recreation department (0702).

City Buildings & Property

- Reflects a variety of City owned buildings and property not associated with any specific departments.
- Market Centre-West End is now occupied by City staff and estimates reflect a full year of operations.
- The Walkway property on Dundas St. has been moved to this section of the budget in 2025.
- Miscellaneous land sales include all sales other than industrial land.

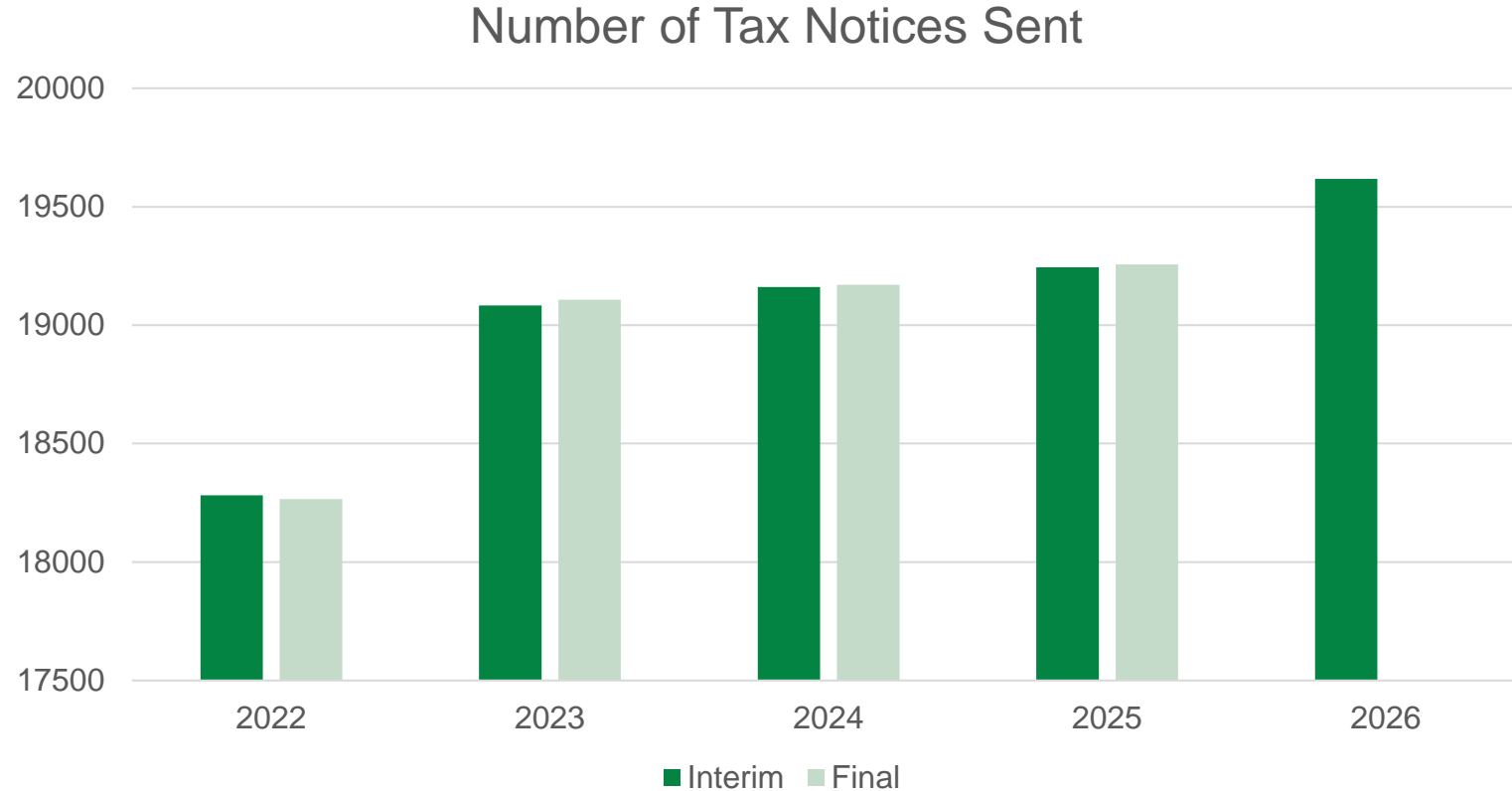
Administrative Services

Who we are



Administrative Services

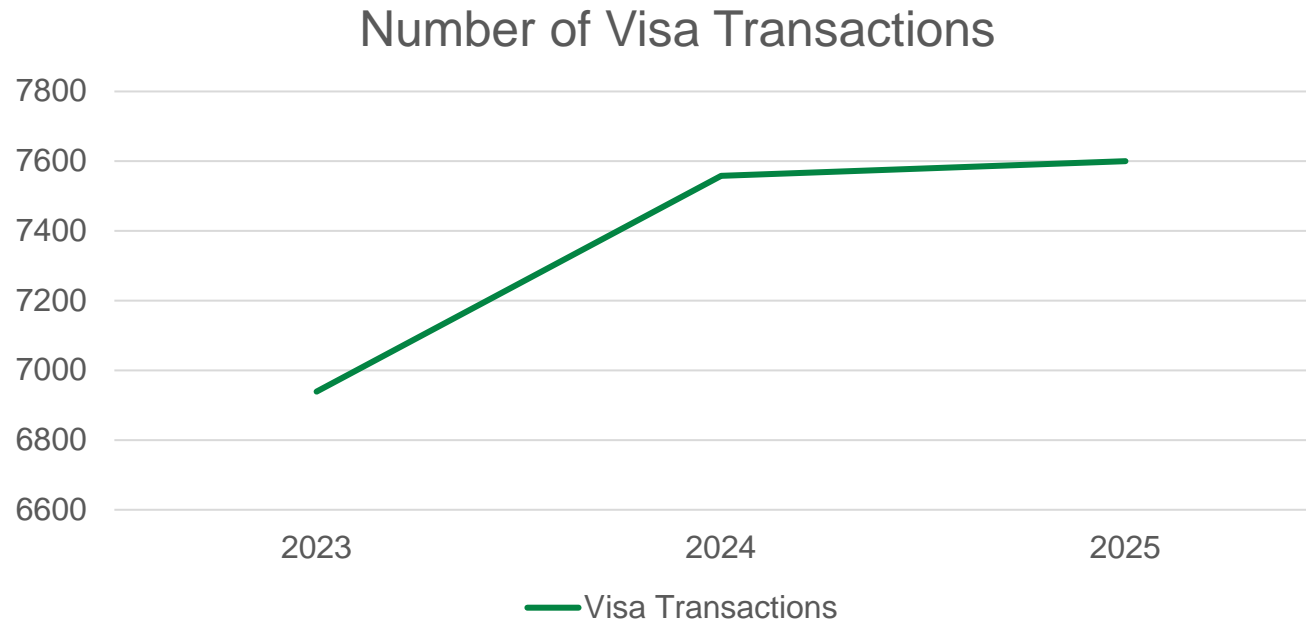
Tax Notices –properties billed twice per year



Administrative Services

EFT/Cheque/Visa payments – Approximately 30,000 invoices annually in 2025

Visa



Administrative Services - 2025 Achievements

- E-send requests delivering almost 15% of our tax notices by email
- FMW to distribute operating results to staff departments in 2025 providing drill down capabilities on the financial information.
- Created the 2026 Operating and Capital Budget using the FMW software
- Launched Virtual City Hall (VCH)
- Enhanced monthly reporting for Woodstock Police Service

Administrative Services – 2026 Goals

- ADP solution to replace eTimecards and unification of HRIS and Payroll systems.
- Begin Enterprise Resource Planning (ERP) solution replacement.
- Encourage increased adoption of Virtual City Hall and self-serve capabilities that give citizens better access to their own property tax information.

Addition to Budget

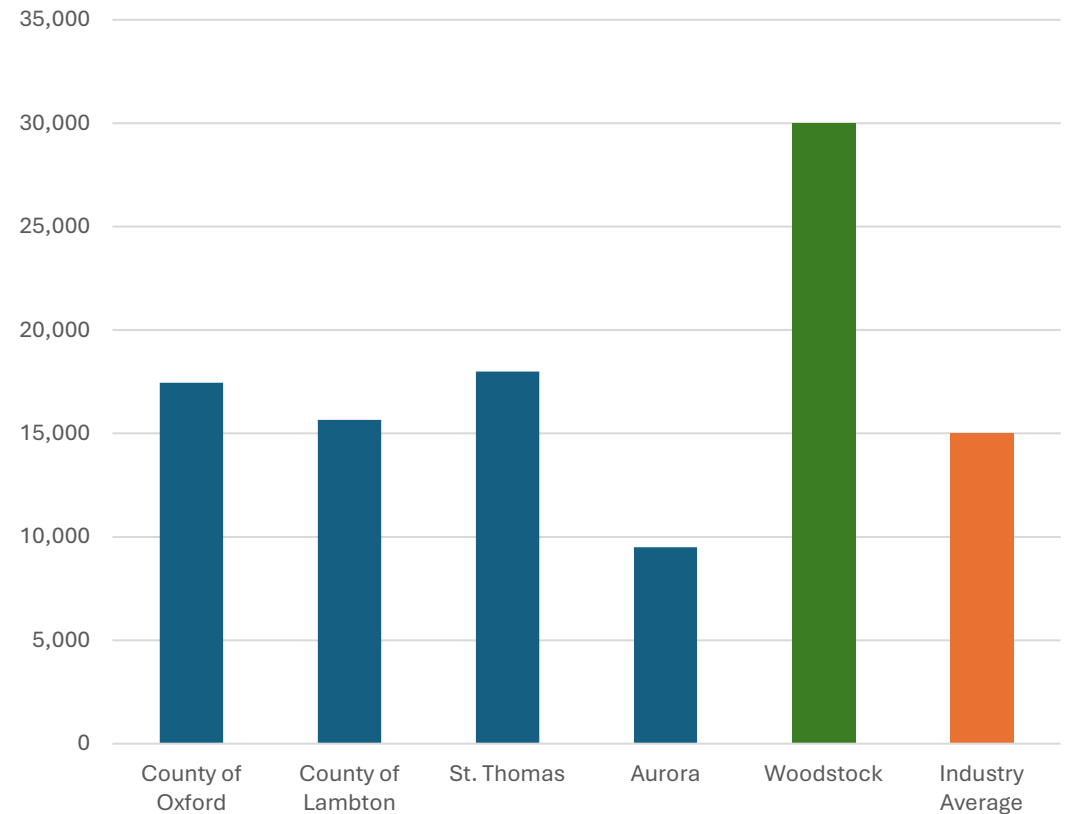
Accounts Payable Clerk

- Estimated 2026 cost for the AP Clerk is \$35,900 (salary & benefits @ 6 months).

This cost will be offset by:

- Reduced overtime costs of approximately \$7,500
- Improved vendor relationships
- Enhanced internal controls, efficiency, and compliance
- Capacity to support automation and process improvements
- Improved employee well-being and retention.
- Improved cash flow management (review terms of invoices for optimum payment dates)

Invoices processed per Accounts Payable Employee



Addition to Budget

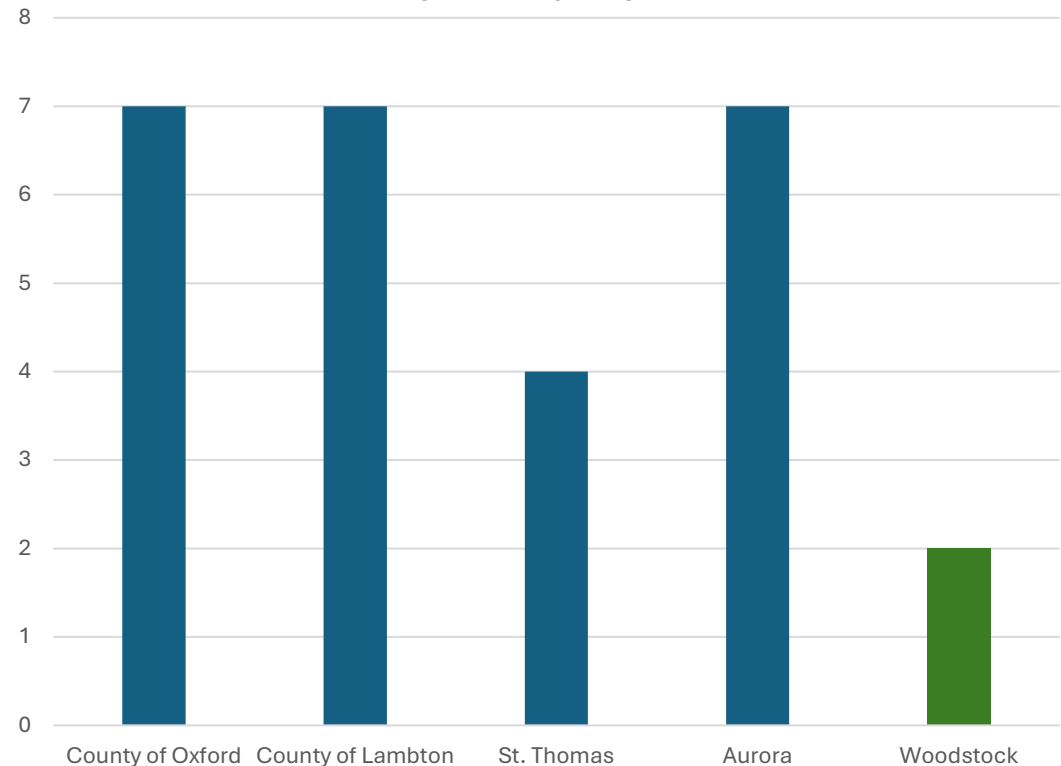
Financial Coordinator

- Estimated 2026 cost for a Financial Coordinator is \$45,670 (salary & benefits@ 6 months).

This cost will be offset by:

- Part-time wage reduction of \$16,550
- Reduced overtime and burnout risk
- Enhanced internal controls, efficiency, audit integrity, and compliance
- Strengthened decision-making with analysis
- Capacity to support ERP and ADP implementation
- Improved employee well-being and retention.

Financial Analysts/Coordinator Positions
by Municipality



Addition to Budget

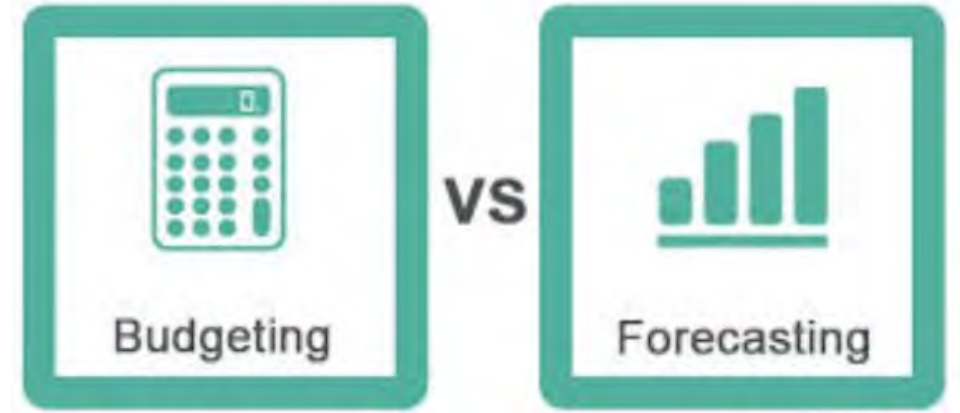
Accounting Clerk

- Estimated 2026 cost for an Accounting Clerk is \$39,360 (salary & benefits @ 6 months)

This cost will be offset by:

- Reduced overtime costs of approximately \$3,500
- Allow for proper segregation of duties, enhanced internal controls, compliance, audit integrity, and efficiency
- Shortened reconciliation and analysis delays
- Allow the department to provide timelier financial assistance to departments
- Capacity to support automation and process improvements
- Improved employee well-being and retention

Budget vs Forecast



Budget	Forecast
Financial Roadmap <i>Sets financial plan and targets</i>	Financial Compass <i>Updates expected financial performance</i>
Looks Backwards <i>Finalized months before year starts</i>	Looks Forward <i>Reflects current reality & market changes</i>
Planning and Control <i>Sets targets/expectations to guide decision-making and ignores new information</i>	Predicting and Adapting <i>Provides updated insights to inform decisions allowing adjustments to strategies and actions</i>
Tracks adherence <i>“Did we hit the number?”</i>	Tracks reality <i>“What happens next?”</i>

Administrative Services

Thank you