
# 2022
## Business Plan and Budget

www.eastgwillimbury.ca/budget

# Introduction

The 2022 business plan and budget contains four main components.

Components 1 through 3 represent the budget to support Town operations. These budgets are for the recurring expenditures or revenues that the Town can anticipate each year. These include items such as salaries and benefits, materials and supplies, and fees and charges. Component 4 contains the budget details for the one-time or project specific expenditures.

The Appendix (Tab 5) contains a glossary of terms.

## Component 1 – Tax Supported Budget (Tab 1)

The Tax Supported budget represents the component of the Town operations that is primarily funded through property taxes. Although some of the services are offset by fees and charges, there is an element of taxation revenue required to support each of these departments.

## Component 2 – Development and Fee Supported Budget (Tab 2)

The Development and Fee Supported budget represents the component of the Town operations that is supported by fees for service (no tax support). There are five service areas that are included in this budget: Building, Planning, Development Engineering, Park Development, and Fill Operations. Each of these service areas has approved fees or charges that are intended to fully recover the cost of providing the service.

## Component 3 – Water and Wastewater Budget (Tab 3)

The Water and Wastewater budget represents the component of the Town operations that are supported by fees for service (no tax support). The Town charges water and wastewater fees to property owners based on water used. The annual fees are intended to ensure that there is full cost recovery to the Town for providing safe drinking water and maintaining the water and sewer infrastructure.

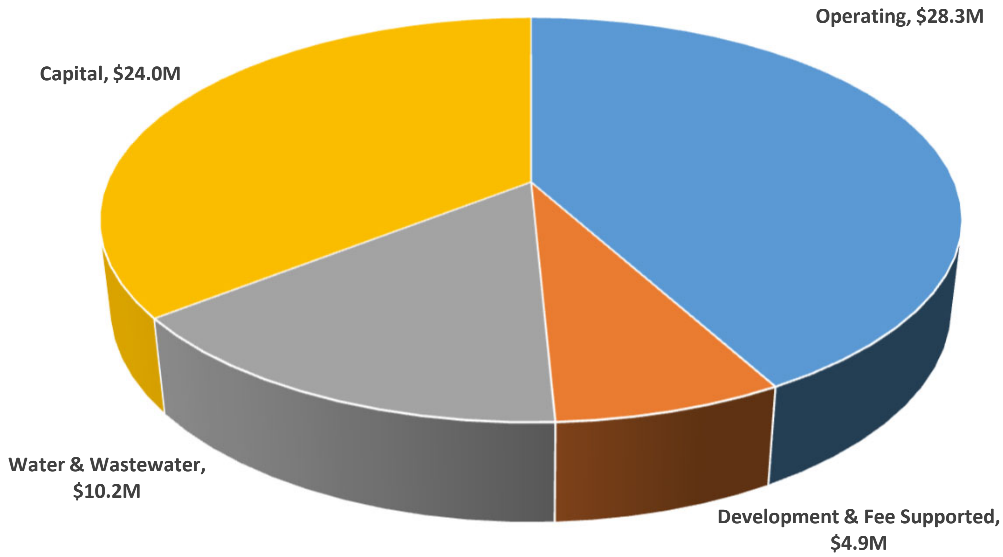
## Component 4 – Capital Program Budget (Tab 4)

The capital budget primarily represents projects or initiatives that are one-time or time specific in nature. The capital budget may include projects such as the construction of a new fire station or retaining a consultant to prepare a study. The capital budget also includes the Town's annual repair and replacement program for maintaining the Town's assets. Although the annual repair and replacement program is required each year, the individual projects and related amounts of funding will vary annually depending on the program requirements in that year. The annual repair and replacement program may include road resurfacing, sidewalk maintenance, or computer replacement.

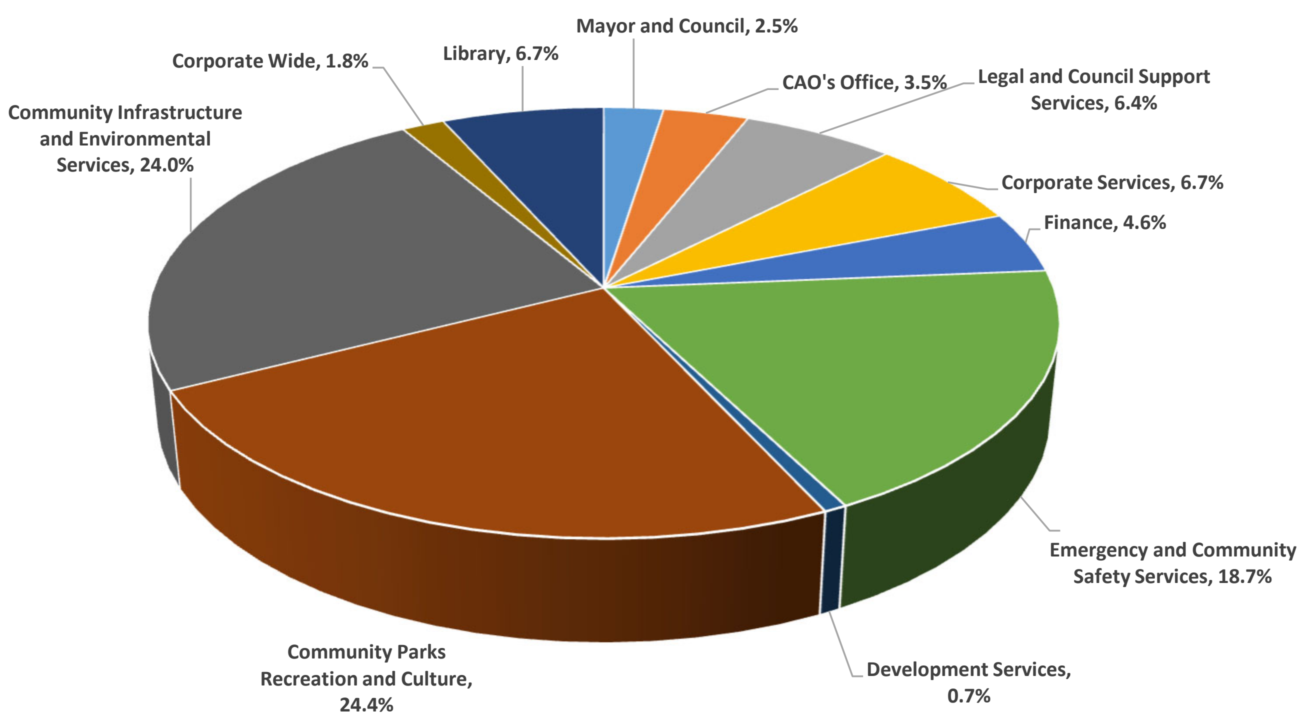
## Appendix (Tab 5)

The Appendix (Tab 5) contains a glossary outlining operating expenditure and revenue categories used for budgeting purposes.

## 2022 Total Budgeted Expenditures
## $67.4 M

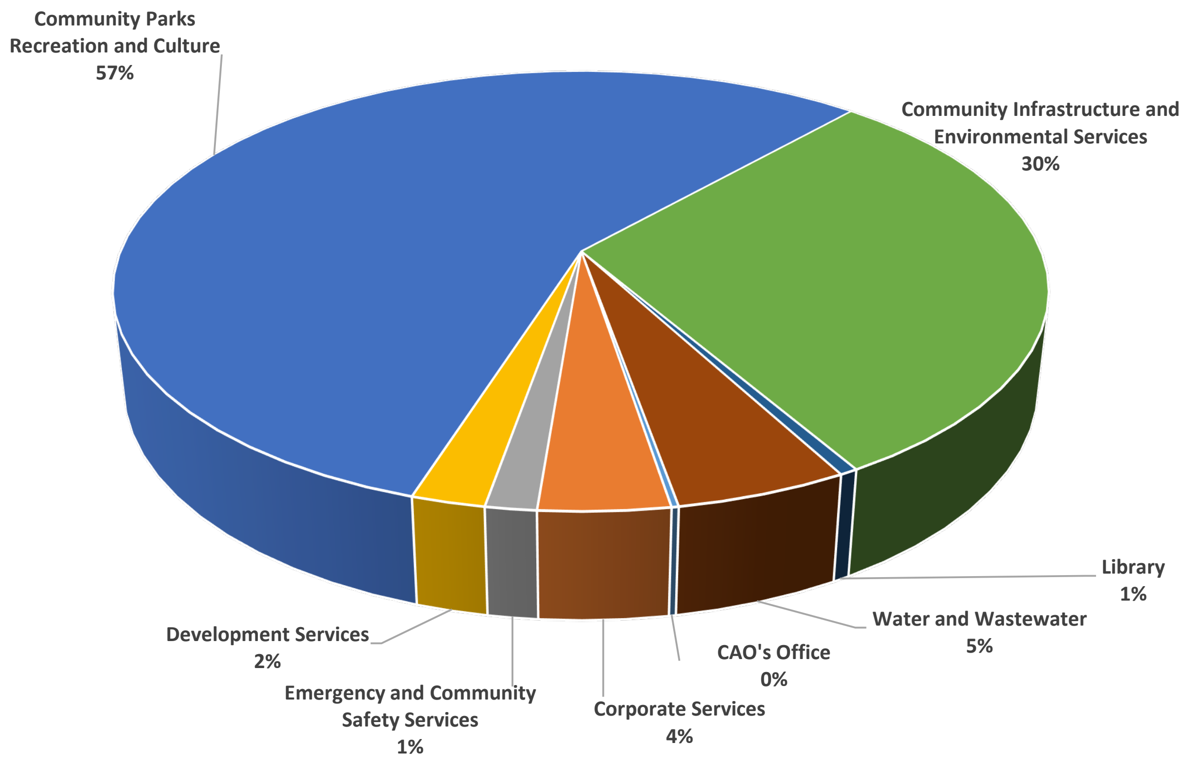



## 2022 Tax Supported Operating Expenses by Department

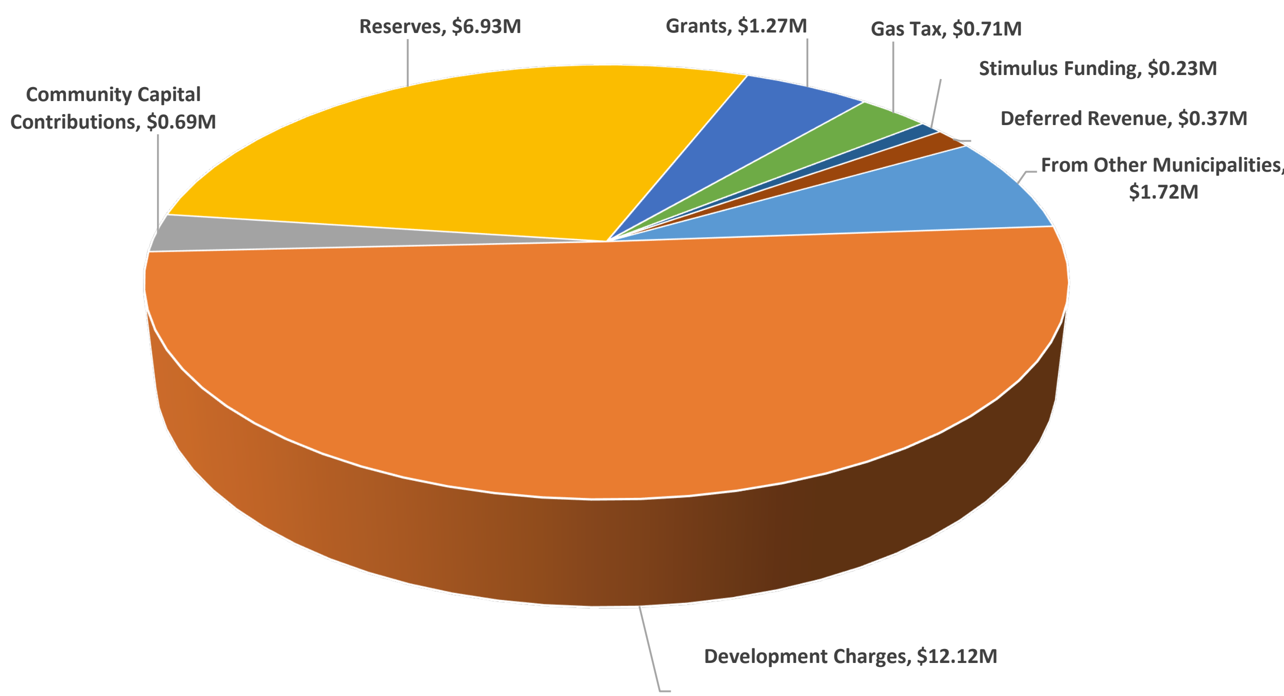



*** Net of Corporate Allocations**

## 2022 Capital Program by Department
## $24 M




## 2022 Capital Program by Funding Source
## $24 M

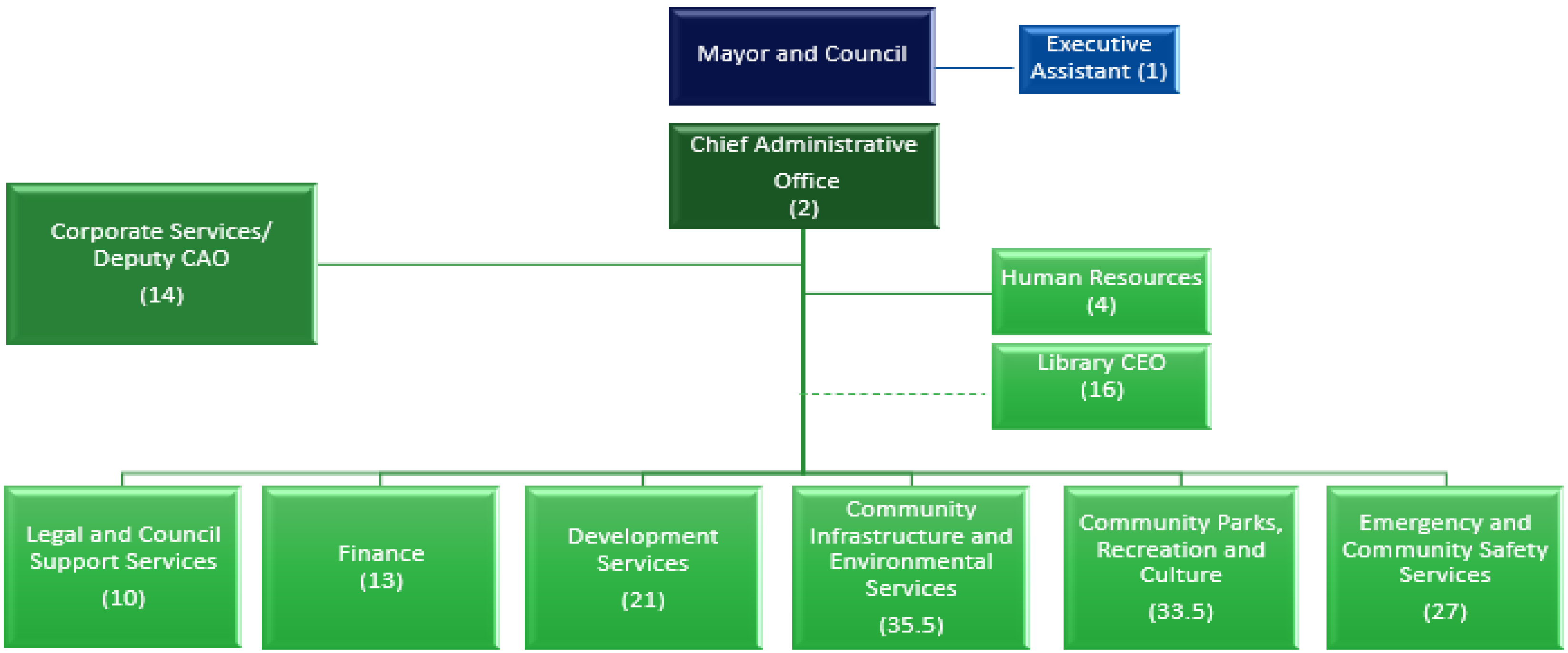


# 2022 Tax Supported Budget

The 2022 tax supported budget was prepared with a focus on the Town's four strategic priorities:

- Responsible Growth and Environmental Protection
- Quality Programs and Services
- Build Complete Communities
- Culture of Municipal Excellence

In addition to the Mayor and members of Council, the Town's operations are supported by an approved complement of 161 full time positions (including the Executive Assistant to the Mayor and Council). In keeping with the Shamrock resourcing model, the budget provides for approximately 200 part time and seasonal staff (47 full time equivalent), including a roster of ± 81 paid on-call firefighters, and third party contractors.



# BUDGET SUMMARY

The budget process for 2022 prioritizes minimizing the impact on residents and businesses of East Gwillimbury, while maintaining base program and service levels. In order to increase efficiency and effectiveness of this service level, there is a continued focus on the transformation and modernization of process and technology. The budget provides for statutory or contractual increases where applicable.

The 2022 budget followed a similar process to prior years with staff reviewing historical actual expenditures and revenues along with anticipated pressures to ensure the reasonability of budgeted amounts.

Some of the major pressures identified in the 2022 tax supported budget include:

- Salaries and Benefits

  As a service organization, staff resources are central to delivering community programs and services. As such, salaries and benefits are the largest expenditure in the Town's operating budget. The 2022 pressure of approximately $800,000 includes step increases and benefit cost adjustments and an approved Cost of Living Allowance of 1.85%.
- Contracted Services

  The budget for contracted services has increased by approximately $308,000 mainly due to the cost of the 2022 Election ($300,000). This amount has been funded by a draw from the election reserve with the funds that are set aside annually.
- Equipment and Vehicle

  The budget for vehicle rentals is increasing by $20,000. This is related to increasing costs with temporary vehicle rentals to run the Parks Operation program.
- Equipment Repair

  The budget for equipment repair is increasing by $50,000. This is related to an increase in repair costs in Emergency Services to align the budgeted costs with actuals. Repair costs also include annual mandatory testing and certification for fire apparatus and equipment.

- Library

  The funding requirements of the library increased by approximately $65,000. This is primarily due to an increase in salaries and benefits.
- Property and Building Maintenance

  This budget increased by approximately $50,000 mainly related to increased costs of preventative maintenance for air systems, security and outside maintenance at the Operations Centre.
- Public Works

  This budget increased by approximately $78,000 due to expanded road maintenance contracted services required to service growth as well as meeting service demands from provincially regulated Minimum Maintenance Standards.
- Rent

  This budget increased by approximately $18,000 to support an expanded Aquatics program as well as contractual increases on leased facilities.
- Utilities

  This budget increased by approximately $30,000 to support the full year occupancy of the Operations Centre.
- Waste Collection

  This budget increased by approximately $63,000 due to contractual increases and expanded collection services required to service growth.
- Indirect Corporate Costs

  Corporate costs were adjusted for 2022 to ensure that the appropriate support costs were allocated to the fee supported areas and capital projects.
- Transitional Cost Reductions

  Staff target these additional in-year savings through the delay or deferral of expenditures, implementing process efficiencies, and/or increased revenue opportunities throughout the year. A budget for transitional costs reductions was initially introduced in 2015 to temporarily mitigate the tax pressure during the initial stages of growth. The transitional cost reduction target included in the 2022 budget is $190,000.
- COVID One Time Costs

  A provision has been included in the budget to reflect impacts to programs resulting from the COVID-19 operating restrictions. Additional part time staff are expected to be required to comply with public health requirements to provide active screening at facilities as well as enhanced cleaning protocols. These costs have been funded with a draw from reserve from previously received provincial and federal funding.

The increase in user fee revenue stems mainly from the Community Parks, Recreation and Culture department to account for an expanded aquatics program.

The Town's new Operations Centre is now in-service and planning is well underway for the construction of new community space. These facilities will result in increased operating costs as noted for 2022 with the full year occupancy of the Operations Centre. To mitigate the impact of these costs in the year the facility opens, the 2022 budget includes a provision for the annual cost of operations. A total of $869,000 per year has been dedicated for the annual operating costs associated with the Operations Centre and the Health and Active Living Plaza, including a new Library. The draw from this provision has been increased for 2022 by $80,000 for a total of $200,000 to offset the new operating costs of the Operations Centre. This leaves an existing annual provision of $669,000 for the eventual operation of the Health and Active Living Plaza.

The draw from reserve has also increased in 2022 in the amount of $192,300 to offset one time COVID costs. Unspent federal and provincial grant funding was deposited to a reserve account at the end of the 2020 fiscal year. A provision for election costs is contributed to reserve each year to mitigate the costs in the year of the election. For 2022, the election costs have been funded from the Election reserve in the amount of $300,000.

The tax supported budget for the Town is shown in the tables on the following pages. The details for each department supporting the tables below are included in the balance of this section.

# Tax Supported Summary
## 2022 Approved Budget

| | Mayor & Council | Chief Administrative Officer | Legal & Council Support Services | Corporate Services | Finance | Emergency & Community Safety Services | Development Services | Community Parks, Recreation & Culture | Community Infrastru & Environmental Services | Library | Corporate Wide | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Expenditures | | | | | | | | | | | | | | | |
| Salaries and Benefits | 564,637 | 977,293 | 1,470,678 | 1,976,441 | 1,810,723 | 4,542,709 | 245,706 | 4,528,102 | 3,017,577 | | (66,000) | 19,067,866 | 18,270,531 | 797,335 | 4% |
| Advertising | | 10,000 | | 75,900 | | | | 1,800 | | | | 87,700 | 87,700 | | |
| Audit Services | | 16,500 | | | 40,500 | | | | | | | 57,000 | 57,000 | | |
| Bank Fees, Payroll and Other Charges | | | | | 90,728 | | | | | | | 90,728 | 89,000 | 1,728 | 2% |
| Communications | | 7,000 | 6,155 | 6,600 | 4,000 | 8,545 | 1,300 | 14,430 | 12,640 | | | 60,670 | 58,670 | 2,000 | 3% |
| Community Grants/Initiatives | 190,805 | | | | | | | | | | | 190,805 | 184,805 | 6,000 | 3% |
| Consultants | | 55,000 | | 21,000 | 9,500 | | 5,580 | | 16,500 | | | 107,580 | 107,580 | | |
| Contingency | | 55,000 | | | | | | | | | | 55,000 | 105,000 | (50,000) | (48%) |
| Contracted Services | 10,000 | 8,000 | 639,769 | | | | | 179,823 | 258,680 | | 1,730 | 1,098,002 | 790,389 | 307,613 | 39% |
| Councillor Discretionary Expenses | 31,500 | | | | | | | | | | | 31,500 | 31,500 | | |
| Courier and Mail Processing | | 250 | 200 | | 30,000 | | 200 | 550 | 2,120 | | 20,000 | 53,320 | 53,320 | | |
| Equipment and Vehicle | 500 | | 4,600 | 25,930 | | 27,800 | 2,500 | 85,740 | 24,350 | | 28,860 | 200,280 | 180,280 | 20,000 | 11% |
| Equipment Repair | | | | 7,000 | 900 | 100,000 | | 118,227 | 101,000 | | | 327,127 | 277,127 | 50,000 | 18% |
| Insurance | | | | | | | | 2,100 | | | 625,000 | 627,100 | 627,100 | | |
| Legal Services | | | 50,000 | | | | | | | | | 50,000 | 50,000 | | |
| Library | | | | | | | | | | 1,915,426 | | 1,915,426 | 1,850,613 | 64,813 | 4% |
| Materials and Supplies | 13,010 | 29,000 | 40,475 | 39,500 | 8,750 | 78,390 | 5,500 | 276,070 | 482,380 | | 34,500 | 1,007,575 | 1,008,805 | (1,230) | |
| Mileage | | 5,000 | 3,000 | 4,468 | 700 | 3,070 | 5,700 | 8,100 | 8,360 | | | 38,398 | 39,130 | (732) | (2%) |
| Other Agencies/Municipalities | | | | 15,500 | | 269,909 | | | | | | 285,409 | 285,409 | | |
| Program Instructors | | | | | | | | 127,700 | | | | 127,700 | 127,700 | | |
| Property and Building Maintenance | | | | | | 84,816 | | 300,000 | | | | 384,816 | 334,316 | 50,500 | 15% |
| Public Engagement/Corporate Events | 8,000 | 11,500 | | | | | | | | | | 19,500 | 19,500 | | |
| Public Works | | | | | | | | 9,000 | 1,360,890 | | | 1,369,890 | 1,291,590 | 78,300 | 6% |
| Rent | | | | | | | | 113,426 | | | | 113,426 | 95,128 | 18,298 | 19% |
| Software Licences and Maintenance | | 29,500 | | 244,000 | | 7,275 | | 5,800 | 12,700 | | | 299,275 | 299,275 | | |
| Training, Professional Development and Memberships | 4,000 | 59,036 | 20,500 | 17,376 | 19,700 | 87,400 | 5,988 | 37,499 | 26,766 | | 9,500 | 287,765 | 287,033 | 732 | |
| Uniforms and Safety Clothing | | | 3,570 | | | 70,000 | | 18,050 | 12,000 | | | 103,620 | 103,620 | | |
| Utilities | | | | 30,000 | | 62,520 | | 894,428 | 472,260 | | | 1,459,208 | 1,429,208 | 30,000 | 2% |
| YorkNet Communications | | | | 46,800 | | | | | | | | 46,800 | 43,200 | 3,600 | 8% |
| Waste Collection | | | | | | | | | 1,333,018 | | | 1,333,018 | 1,269,593 | 63,425 | 5% |
| Indirect Corporate Costs | | | | | | | | 30,098 | (215,115) | | (2,378,692) | (2,563,709) | (2,736,730) | 173,021 | (6%) |
| Transitional Cost Reductions | | | | | | | | | | | (190,000) | (190,000) | (190,000) | | |
| COVID One Time Costs | | | | | | | | 192,300 | | | | 192,300 | (100,000) | 292,300 | (292%) |
| **Total Expenditures** | **822,452** | **1,263,079** | **2,238,947** | **2,510,515** | **2,015,501** | **5,342,434** | **272,474** | **6,943,243** | **6,926,126** | **1,915,426** | **(1,915,102)** | **28,335,095** | **26,427,392** | **1,907,703** | **7%** |

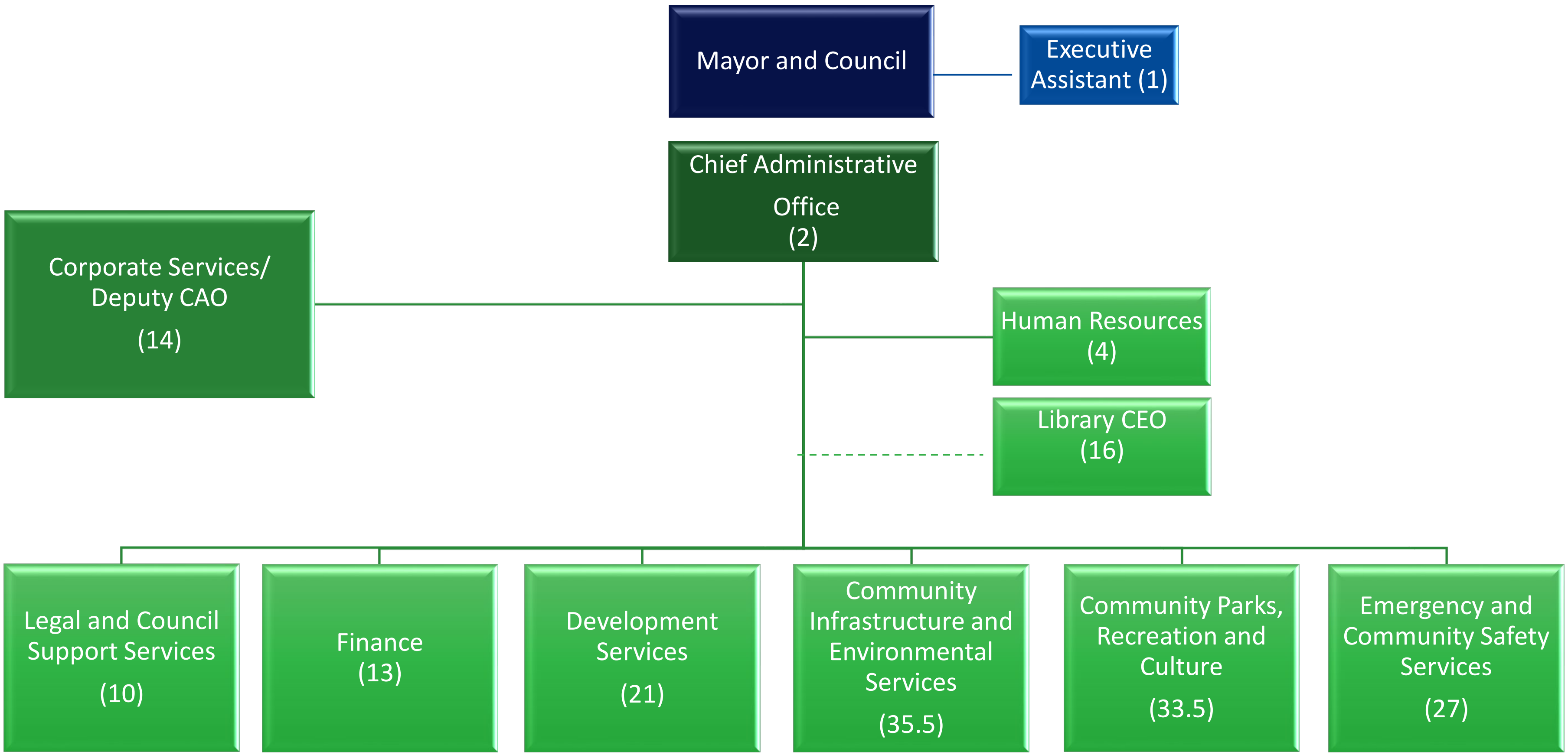
# Tax Supported Summary
## 2022 Approved Budget

| | Mayor & Council | Chief Administrative Officer | Legal & Council Support Services | Corporate Services | Finance | Emergency & Community Safety Services | Development Services | Community Parks, Recreation & Culture | Community Infrastru & Environmental Services | Library | Corporate Wide | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Revenues | | | | | | | | | | | | | | | |
| Taxation | | | | | | | | | | | (27,232,095) | (27,232,095) | (26,336,331) | (895,764) | 3% |
| Supplementary Taxation on New Homes | | | | | | | | | | | (408,985) | (408,985) | (100,000) | (308,985) | 309% |
| Development Charges | | | | | (233,689) | | (73,127) | (114,328) | | | | (421,144) | (421,144) | | |
| Development Revenue | | | | | | (46,235) | (34,000) | | (8,200) | | | (88,435) | (85,175) | (3,260) | 4% |
| Fines and Penalties | | | (70,500) | | | | | | | | | (70,500) | (52,500) | (18,000) | 34% |
| Grants | | | | | | | | (615) | (75,000) | | (145,600) | (221,215) | (199,215) | (22,000) | 11% |
| Investment Income | | | | | | | | | | | (500,000) | (500,000) | (175,000) | (325,000) | 186% |
| Library | | | | | | | | (91,406) | | | | (91,406) | (90,265) | (1,141) | 1% |
| Licenses | | | (59,000) | | | | | | | | | (59,000) | (70,500) | 11,500 | (16%) |
| Miscellaneous | (5,100) | | | | | | | | | | | (5,100) | (12,600) | 7,500 | (60%) |
| Motor Vehicle Accidents | | | | | | (100,000) | | | | | | (100,000) | (100,000) | | |
| Penalties on Taxes | | | | | | | | | | | (500,000) | (500,000) | (500,000) | | |
| Recoveries and Contributions from Developers | | | | (50,000) | | | | | (6,000) | | | (56,000) | (56,000) | | |
| Sales | | | (3,000) | | (30,000) | | | (17,590) | (6,050) | | | (56,640) | (56,640) | | |
| Services to Other Municipalities | | | | | | (137,700) | | | (35,000) | | | (172,700) | (172,700) | | |
| User Fees | (300) | | (110,250) | | (55,000) | | | (1,171,515) | (50,000) | | | (1,387,065) | (1,315,565) | (71,500) | 5% |
| **Total Revenues** | **(5,400)** | **0** | **(242,750)** | **(50,000)** | **(318,689)** | **(283,935)** | **(107,127)** | **(1,395,454)** | **(180,250)** | **0** | **(28,786,680)** | **(31,370,285)** | **(29,743,635)** | **(1,626,650)** | **5%** |
| Transfers | | | | | | | | | | | | | | | |
| Contributions to Reserves | | | | 80,000 | | 502,946 | | 607,116 | 715,903 | 50,000 | 2,529,260 | 4,485,225 | 4,192,978 | 292,247 | 7% |
| Draw from Reserves | (6,000) | | (300,000) | | (25,965) | (662,567) | | (455,503) | | | | (1,450,035) | (876,735) | (573,300) | 65% |
| **Total Transfers** | **(6,000)** | **0** | **(300,000)** | **80,000** | **(25,965)** | **(159,621)** | **0** | **151,613** | **715,903** | **50,000** | **2,529,260** | **3,035,190** | **3,316,243** | **(281,053)** | **(8%)** |
| **NET BUDGET** | **811,052** | **1,263,079** | **1,696,197** | **2,540,515** | **1,670,847** | **4,898,878** | **165,347** | **5,699,402** | **7,461,779** | **1,965,426** | **(28,172,522)** | **0** | **0** | **0** | **0%** |

# Mayor and Council

Municipal Council is a three ward system with two Councillors per ward, and the Mayor. The Mayor also represents the Town at the regional level of government.

The Mayor and Council Office is supported by 1 full time position.



# Budget Summary

The Mayor and Council's 2022 operating budget include expenditures of $0.8 million, or approximately 3% of the Town's total operating expenditures. An increase of approximately $12,000 in salaries and benefits is related to an increase in benefit costs.

Expenses have increased by $5,000 relating to expected increased costs with the town Canada Day Event, and an additional $1,000 in one time funding for the Art Show which has been offset by a draw from reserve.

There are two tables included for Mayor and Council. The first table highlights the total budget for the department. The second table provides a detailed list included in the Community Initiatives budget.

| Mayor and Council 2022 Tax Supported Budget | Mayor & Council Admin | Mayor Hackson | Councillor Carruthers | Councillor Crone | Councillor Foster | Councillor Morton | Councillor Persechini | Councillor Roy-Diclemente | Community Initiatives | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Expenditures | | | | | | | | | | | | | |
| Salaries and Benefits | 564,637 | | | | | | | | | 564,637 | 552,048 | 12,589 | 2% |
| Community Grants/Initiatives | | | | | | | | | 190,805 | 190,805 | 184,805 | 6,000 | 3% |
| Contracted Services | 10,000 | | | | | | | | | 10,000 | 10,000 | | |
| Councillor Discretionary Expenses | | 4,500 | 4,500 | 4,500 | 4,500 | 4,500 | 4,500 | 4,500 | | 31,500 | 31,500 | | |
| Equipment and Vehicle | 500 | | | | | | | | | 500 | 500 | | |
| Materials and Supplies | 13,010 | | | | | | | | | 13,010 | 13,010 | | |
| Public Engagement/Corporate Events | 8,000 | | | | | | | | | 8,000 | 8,000 | | |
| Training, Professional Development and Memberships | 4,000 | | | | | | | | | 4,000 | 4,000 | | |
| **Total Expenditures** | **600,147** | **4,500** | **4,500** | **4,500** | **4,500** | **4,500** | **4,500** | **4,500** | **190,805** | **822,452** | **803,863** | **18,589** | **2%** |
| | | | | | | | | | | | | | |
| Revenues | | | | | | | | | | | | | |
| Miscellaneous | | | | | | | | | (5,100) | (5,100) | (5,100) | | |
| User Fees | | | | | | | | | (300) | (300) | (300) | | |
| **Total Revenues** | | | | | | | | | **(5,400)** | **(5,400)** | **(5,400)** | | |
| | | | | | | | | | | | | | |
| Transfers | | | | | | | | | | | | | |
| Draw from Reserves | | | | | | | | | (6,000) | (6,000) | (5,000) | (1,000) | 20% |
| **Total Transfers** | | | | | | | | | **(6,000)** | **(6,000)** | **(5,000)** | **(1,000)** | **20%** |
| | | | | | | | | | | | | | |
| **NET BUDGET** | **600,147** | **4,500** | **4,500** | **4,500** | **4,500** | **4,500** | **4,500** | **4,500** | **179,405** | **811,052** | **793,463** | **17,589** | **2%** |

# Mayor and Council Community Initiatives
## 2022 Operating Budget

| | Community Initiatives - Ongoing | Community Initiatives - One Time | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|
| **Expenditures** | | | | | | |
| Committees | | | | | | |
| Committees Groups Appointed by Council | | | | | | |
| Heritage Committee | 2,000 | | 2,000 | 2,000 | | |
| Ec Dev Advisory Committee | 2,000 | | 2,000 | 2,000 | | |
| EG Accessibility Advisory Committee | 2,000 | | 2,000 | 2,000 | | |
| Art & Culture Advisory Committee | 1,000 | 6,000 | 7,000 | 6,000 | 1,000 | 17% |
| Environmental Advisory Committee | 2,500 | | 2,500 | 2,500 | | |
| Trails Committee | 1,000 | | 1,000 | 1,000 | | |
| Diversity & Inclusion Advisory Committee | 2,000 | | 2,000 | 2,000 | | |
| **Total Committees Groups Appointed by Council** | 12,500 | 6,000 | 18,500 | 17,500 | 1,000 | 6% |
| Working Groups | | | | | | |
| Santa Claus Parade | 8,000 | | 8,000 | 8,000 | | |
| Farmers' Market | 7,600 | | 7,600 | 7,600 | | |
| Road Watch Committee (CAC) | 2,000 | | 2,000 | 1,000 | 1,000 | 100% |
| Broadband Working Committee | 2,500 | | 2,500 | 2,000 | 500 | 25% |
| **Total Working Groups** | 20,100 | | 20,100 | 18,600 | 1,500 | 8% |
| Community Groups | | | | | | |
| River Drive Park Community Group | 1,500 | | 1,500 | 1,500 | | |
| North Union Community Group | 1,000 | | 1,000 | 1,000 | | |
| Holland Landing Community Group | 2,000 | | 2,000 | 2,000 | | |
| Queensville Sharon Community Group | 2,000 | | 2,000 | 2,000 | | |
| **Total Community Groups** | 6,500 | | 6,500 | 6,500 | | |
| Subtotal Committees | 39,100 | 6,000 | 45,100 | 42,600 | 2,500 | 6% |
| | | | | | | |

# Mayor and Council Community Initiatives
## 2022 Operating Budget

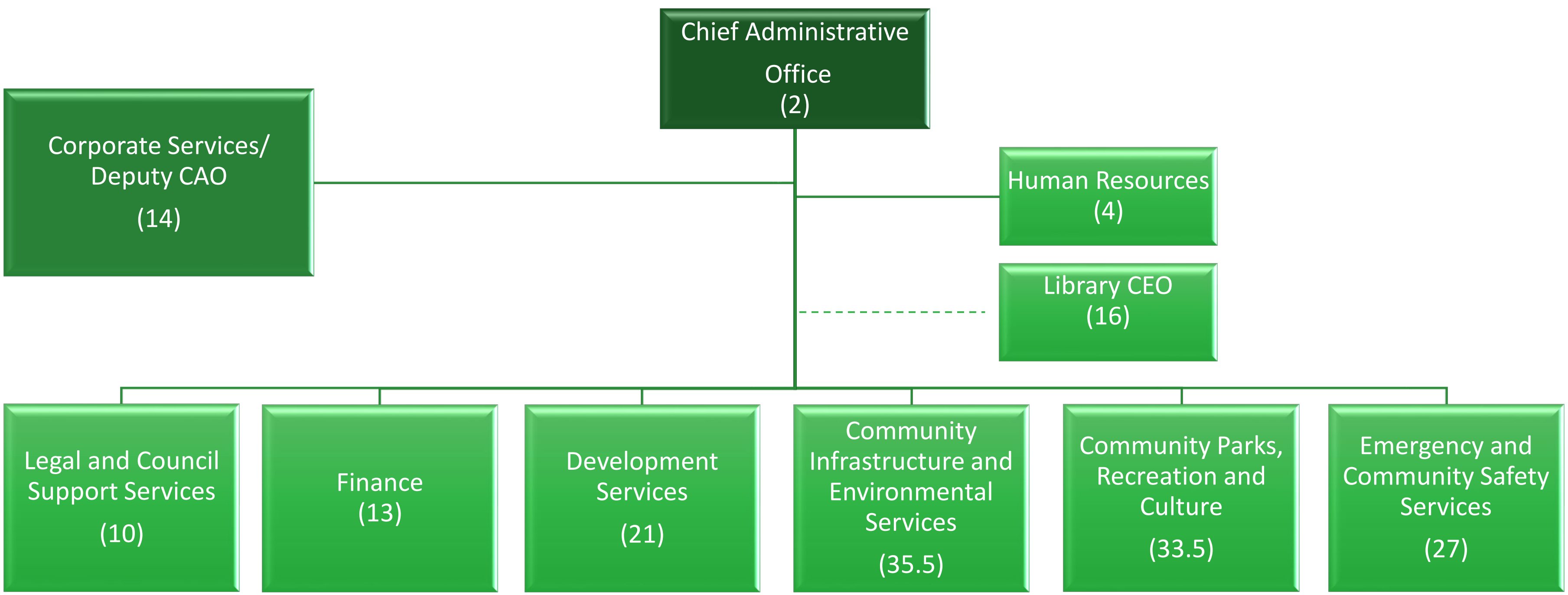
| | Community Initiatives - Ongoing | Community Initiatives - One Time | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|
| Community Grants | | | | | | |
| Car Show Group | 2,000 | | 2,000 | 2,000 | | |
| Neighbourhood Network | | | | | | |
| Routes Connecting Communities | 5,000 | | 5,000 | 2,500 | 2,500 | 100% |
| Smart Commute | | | | 8,000 | (8,000) | (100%) |
| Sharon Temple Museum | 40,000 | | 40,000 | 40,000 | | |
| Sharon Temple-Canada Day | 3,000 | | 3,000 | 3,000 | | |
| East Gwillimbury Agricultural | 750 | | 750 | 750 | | |
| East Gwillimbury Gardeners | 1,000 | | 1,000 | 1,000 | | |
| York Region Seniors Games | 600 | | 600 | 600 | | |
| Chamber of Commerce Tourism | 8,500 | | 8,500 | 8,500 | | |
| **Total Community Grants** | 60,850 | | 60,850 | 66,350 | (5,500) | (8%) |
| | | | | | | |
| Other | | | | | | |
| Canada Day - Town Event | 19,000 | | 19,000 | 14,000 | 5,000 | 36% |
| Music at Civic Square | 8,500 | | 8,500 | 8,500 | | |
| Community Events | 7,300 | | 7,300 | 7,300 | | |
| Committee Contingency | 9,000 | | 9,000 | 5,000 | 4,000 | 80% |
| Remembrance Day Ceremony | 2,000 | | 2,000 | 2,000 | | |
| Chamber of Commerce Breakfast | 1,225 | | 1,225 | 1,225 | | |
| Volunteer Recognition Ceremony | 4,830 | | 4,830 | 4,830 | | |
| Pancake Breakfast | 1,300 | | 1,300 | 1,300 | | |
| Tapestry of Taste | 12,000 | | 12,000 | 12,000 | | |
| New Year's Eve Family Event | 10,000 | | 10,000 | 10,000 | | |
| Family Day | 2,500 | | 2,500 | 2,500 | | |
| Easter Hikes | 1,500 | | 1,500 | 1,500 | | |

# Mayor and Council Community Initiatives
## 2022 Operating Budget

| | Community Initiatives - Ongoing | Community Initiatives - One Time | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|
| Halloween Hikes | 2,700 | | 2,700 | 2,700 | | |
| Nature Day | 3,000 | | 3,000 | 3,000 | | |
| **Total Other** | 84,855 | | 84,855 | 75,855 | 9,000 | 12% |
| **Total Expenditures** | **184,805** | **6,000** | **190,805** | **184,805** | **6,000** | **3%** |
| | | | | | | |
| Revenues | | | | | | |
| Music at Civic Square | (300) | | (300) | (300) | | |
| Community Events | (1,000) | | (1,000) | (1,000) | | |
| Farmers' Market | (2,100) | | (2,100) | (2,100) | | |
| New Year's Eve Family Event | (2,000) | | (2,000) | (2,000) | | |
| **Total Revenues** | (5,400) | | (5,400) | (5,400) | | |
| **Total Revenues** | **(5,400)** | | **(5,400)** | **(5,400)** | | |
| | | | | | | |
| Transfers | | | | | | |
| Art & Culture Advisory Committee | | (6,000) | (6,000) | (5,000) | (1,000) | 20% |
| **Total Transfers** | | (6,000) | (6,000) | (5,000) | (1,000) | 20% |
| **Total Transfers** | | **(6,000)** | **(6,000)** | **(5,000)** | **(1,000)** | **20%** |
| | | | | | | |
| **NET BUDGET** | **179,405** | | **179,405** | **174,405** | **5,000** | **3%** |

# Office of the Chief Administrative Officer

The Office of the Chief Administrative Officer (CAO) provides strategic administrative leadership to the corporation ensuring Town programs and services are delivered in a cost-effective and timely manner.  The CAO works closely with Council and the employee team to implement key initiatives in accordance with the Council approved Strategic Plan. The CAO represents the municipality's interest with other levels of government and stakeholders. The Office of the CAO has 2 full time positions, along with 4 full time positions in Human Resources.  The CAO provides leadership and support to the seven departments in the organization comprised of 161* full time positions (including the Executive Assistant to the Mayor and Council); +/- 200 part time and a roster of up to 81 paid on call firefighters. The CAO also acts as the liaison with the Library Board through the Library Chief Executive Officer.



## Corporate 2022

**Management of the 2021 COVID-19 Emergency Response and Recovery including:**

- Continue to manage the COVID-19 emergency response in accordance with provincial regulations and public health guidelines
- Implement the Build Back Better Plan to improve service delivery and drive efficiency with a priority on employee engagement, mental health and wellness
- Reintroduce community programs and events as restrictions are lifted and new protocols are put in place
- Support local business with COVID-19 recovery through Advantage EG initiatives
- Continue to identify and pursue provincial and federal funding opportunities

**Culture of Municipal Excellence**

- Ensure effective delivery of programs and services, including capital projects, within the Council approved 2022 Business Plan and Budget and the 2022 Water and Wastewater Budget
- Continue the corporate-wide modernization program with a priority on enhancing resident online service options for payment processing, online applications, municipal election voting, as well as user training and application support
- Invest in our people by building and fostering staff development and retention, launching an employee engagement survey and through training, internship, and recognition programs
- Continue to develop an Equity, Diversity and Inclusion Strategy and Implementation Plan
- Position the organization for continued growth and success by implementing recommendations from the 2021 Service Delivery Review

**Quality Programs and Services**

- Continue to work collaboratively with York Region in the planning and development of the Water Reclamation Centre or alternative
- Initiate the Heritage Conservation District Study for the Sharon Community
- Finalize the design, tender and commence construction of the Health and Active Living Plaza (HALP)
- Continue to work with the Region on Business Continuity Planning as part of the Emergency Management Program
- Initiate Flood Contingency Planning with the Region and N6 as part of the Emergency Management Program
- Lead the 2022 municipal election process, inauguration, and council orientation, promote voter turn-out and educate residents about voting options

**Responsible Growth & Environmental Protection**

- Complete the Town's Official Plan Review, update Master Plans, and align plans with the Region's MCR process to guide the future growth and development of the Town while maintaining 83% greenspace and natural heritage features
- Maintain and update a 10-year Capital Plan for: water and wastewater; roads, bridges, sidewalks, walkways, street lights; stormwater system, and fleet
- Develop financial strategies to support the construction of the Health and Active Living Plaza, Sports Complex expansion and other key projects to replace or renew municipal infrastructure
- Initiate targeted investment attraction focusing on EG's primary target sectors
- Regulate cannabis production through updates to the Town's policies and procedures
- Create and recruit a dedicated position in reference to Town environment and climate change priorities

**Build Complete Communities**

- Continue work with N6 Municipalities to identify opportunities for collaboration
- Fire and Emergency Services review in collaboration with Georgina exploring efficiencies and effectiveness (grant dependent)
- Continue with the corporate asset management plan
- Engage the community on a number of initiatives including: the Official Plan review, revitalization projects, master plans, Health and Active Living Plaza, and park designs
- Develop a comprehensive workplan including public consultation for upgrades to Yonge Street in Holland Landing
- Proceed with the Centre Street Revitalization Project including public consultation and developing an implementation plan
- Focus on delivery of major employment proposal for the Town's Highway 404 employment corridor

## 2022 Human Resources (HR)

**Culture of Municipal Excellence**

- Continue implementation of the 2020 Market Review including development of new salary grid and administration of changes
- Continue implementation of Forward 2025 corporate realignment
- Continued support of the CAO Internship Program to provide career development opportunities for employees
- Roll out of the onboarding and performance management and organizational development program through the CAO Internship Program
- Continue to expand employee engagement and corporate coaching/mentoring strategies by utilizing the Predictive Index (PI) model
- Action recommendations of the EG Includes Me2 Employee Team
- Ensure corporate process continuity by completing a corporate policy review
- Investigate corporate awards opportunities
- Continue ongoing communications with client teams by conducting quarterly service meetings with management teams
- Launch Employee Engagement survey
- Continue to prioritize employee mental health and wellness, with ongoing support for staff working both in-person and remote
- Collaborate with Corporate Communications on Diversity, Equity and Inclusion programs

**Quality Programs and Services**

- Establish a corporate committee to review and update the Town's Accessibility plan in accordance with legislation
- Continue to build out the Town's Learning Management System to support ongoing training requirements
- Provide leadership training for the extended management team through the N6 collaboration
- Update HR programs and practices to meet evolving legislative requirements
- Implement new Recruitment & Performance Management ADP modules

**Responsible Growth & Environmental Protection**

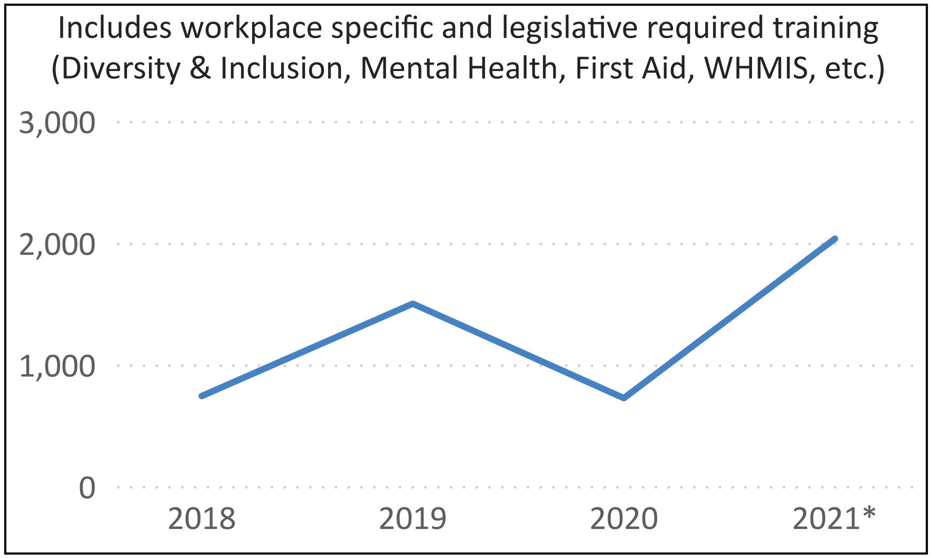
- Continue to expand the corporate Health and Safety wellness training
- Implement the WSIB Excellence Program
- Complete corporate risk assessments for all Town departments
- Continue to roll out the ergonomic program and initiatives for in the office and at home

**Build Complete Communities**

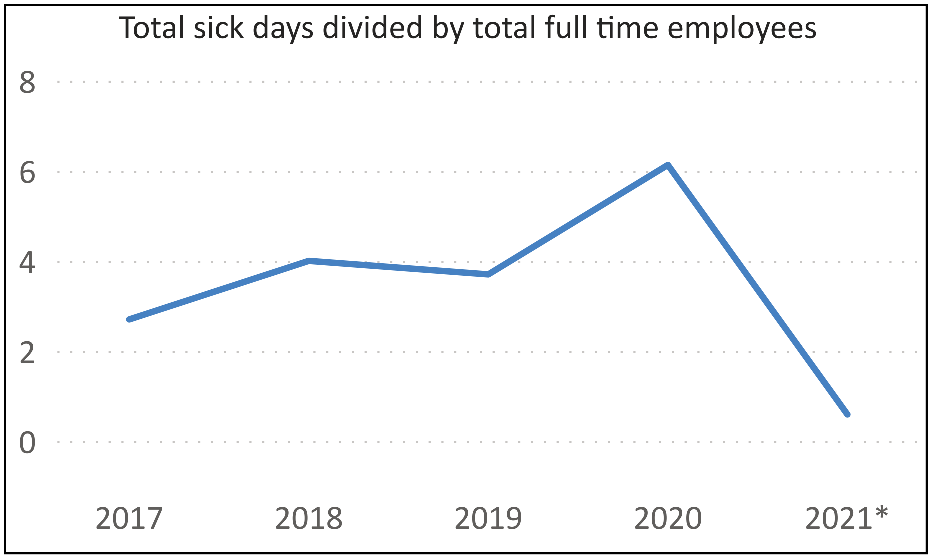
- Continue to build East Gwillimbury's organizational culture by fostering a healthy, safe and inclusive work environment that celebrates diversity through employee education, cultural events, and a corporate policy review

** All 2021 numbers have been estimated to year end for comparison purposes*

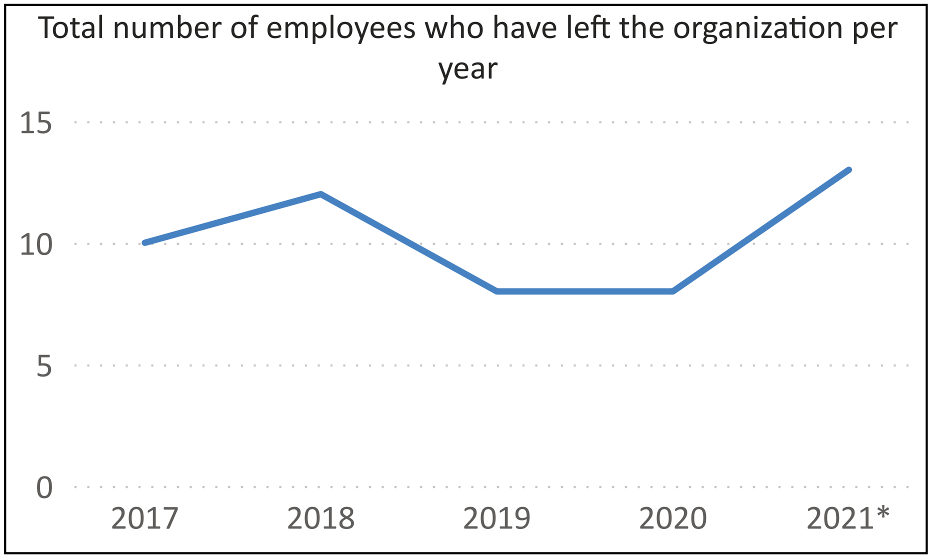
Corporate Training Hours




Average Number of Sick Days Per Employee



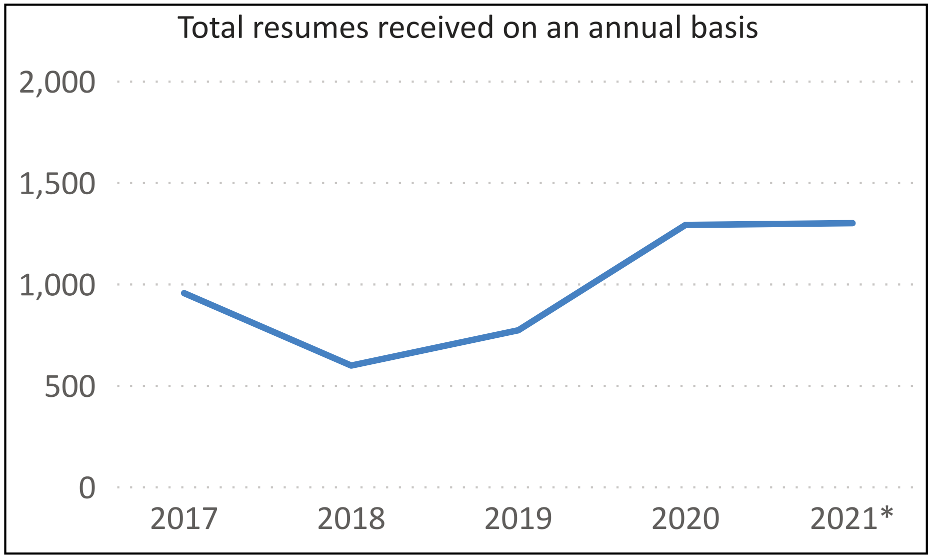

Employee Turnover



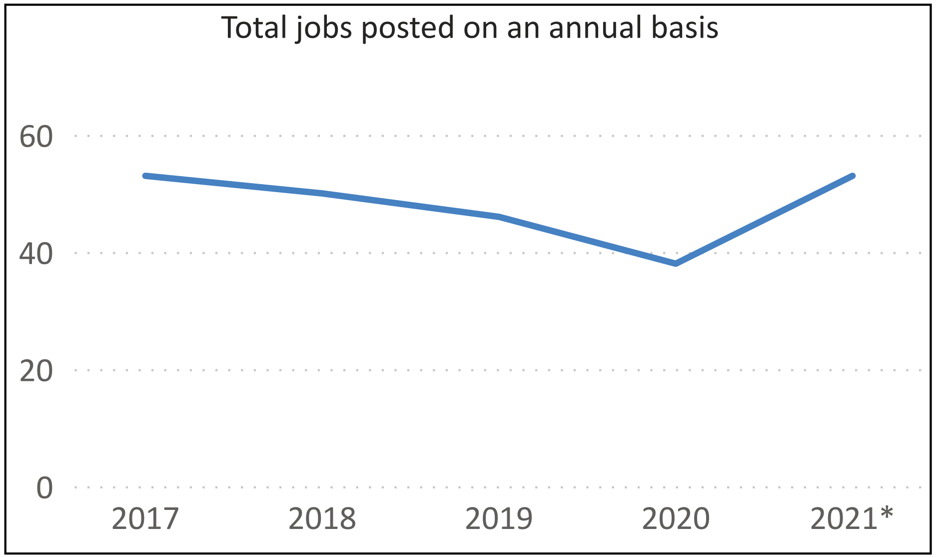
# Human Resources

** All 2021 numbers have been estimated to year end for comparison purposes*

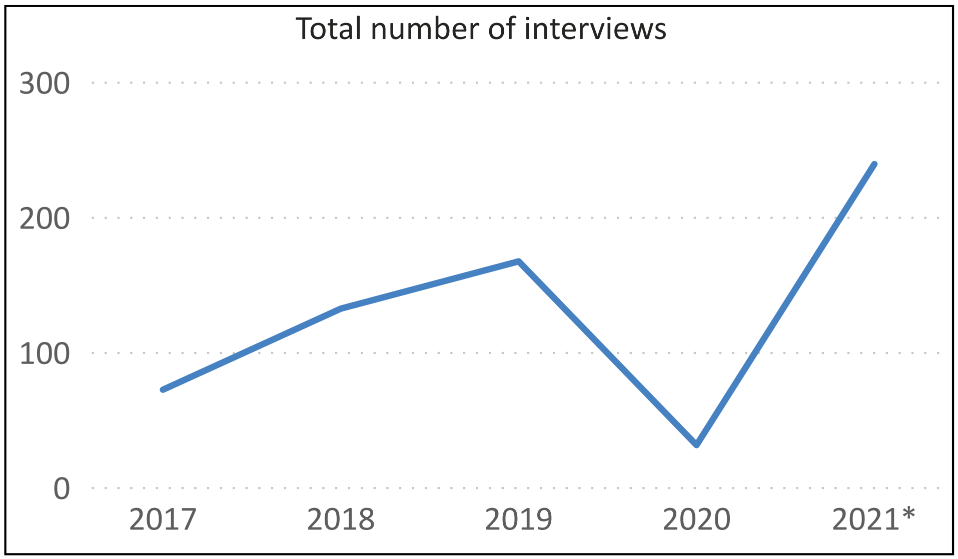
## Resumes Received




## Postings




## Interviews



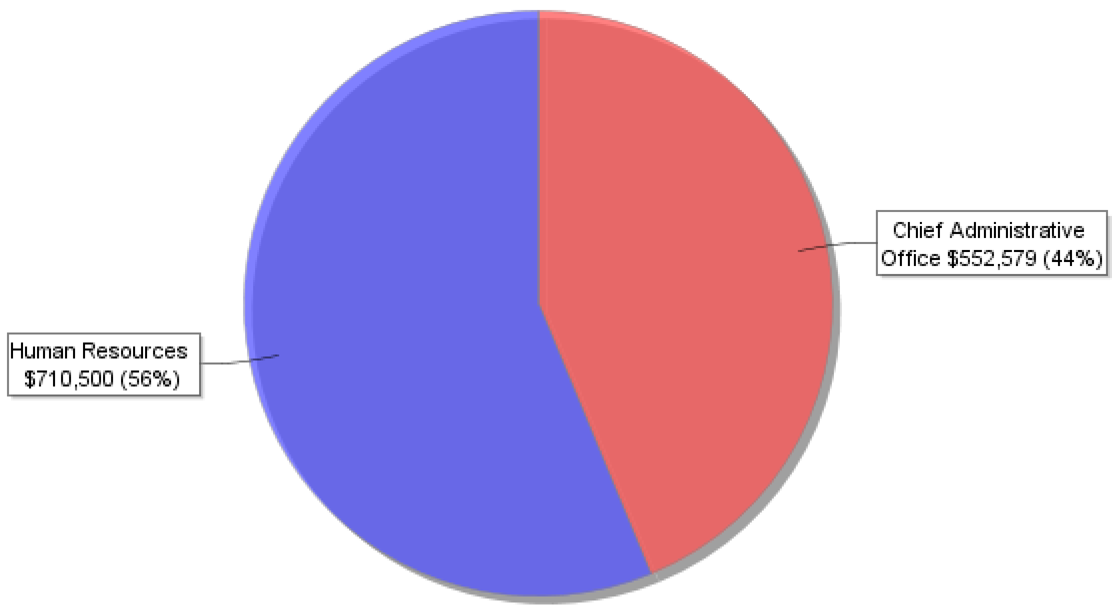
# Budget Summary

The Office of the Chief Administrative Officer 2022 operating budget include expenditures of $1.2 million, or approximately 4% of the Town's total operating expenditures.  An increase of approximately $38,000 in salaries and benefits is related to an increase in salary steps and benefit costs.

There is a 3% overall net increase in the budget.

| Office of the Chief Administrative Officer 2022 Tax Supported Budget | Chief Administrative Office | Human Resources | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|
| Expenditures | | | | | | |
| Salaries and Benefits | 439,643 | 537,650 | 977,293 | 939,230 | 38,063 | 4% |
| Advertising | | 10,000 | 10,000 | 10,000 | | |
| Audit Services | 16,500 | | 16,500 | 16,500 | | |
| Communications | 5,000 | 2,000 | 7,000 | 7,000 | | |
| Consultants | | 55,000 | 55,000 | 55,000 | | |
| Contingency | 55,000 | | 55,000 | 55,000 | | |
| Contracted Services | | 8,000 | 8,000 | 8,000 | | |
| Courier and Mail Processing | | 250 | 250 | 250 | | |
| Materials and Supplies | 22,500 | 6,500 | 29,000 | 29,000 | | |
| Mileage | 4,000 | 1,000 | 5,000 | 5,000 | | |
| Public Engagement/Corporate Events | 4,000 | 7,500 | 11,500 | 11,500 | | |
| Software Licences and Maintenance | | 29,500 | 29,500 | 29,500 | | |
| Training, Professional Development and Memberships | 5,936 | 53,100 | 59,036 | 59,036 | | |
| **Total Expenditures** | **552,579** | **710,500** | **1,263,079** | **1,225,016** | **38,063** | **3%** |
| | | | | | | |
| **Total Revenues** | | | | | | |
| | | | | | | |
| **Total Transfers** | | | | | | |
| | | | | | | |
| **NET BUDGET** | **552,579** | **710,500** | **1,263,079** | **1,225,016** | **38,063** | **3%** |

## Expenditures by Branch

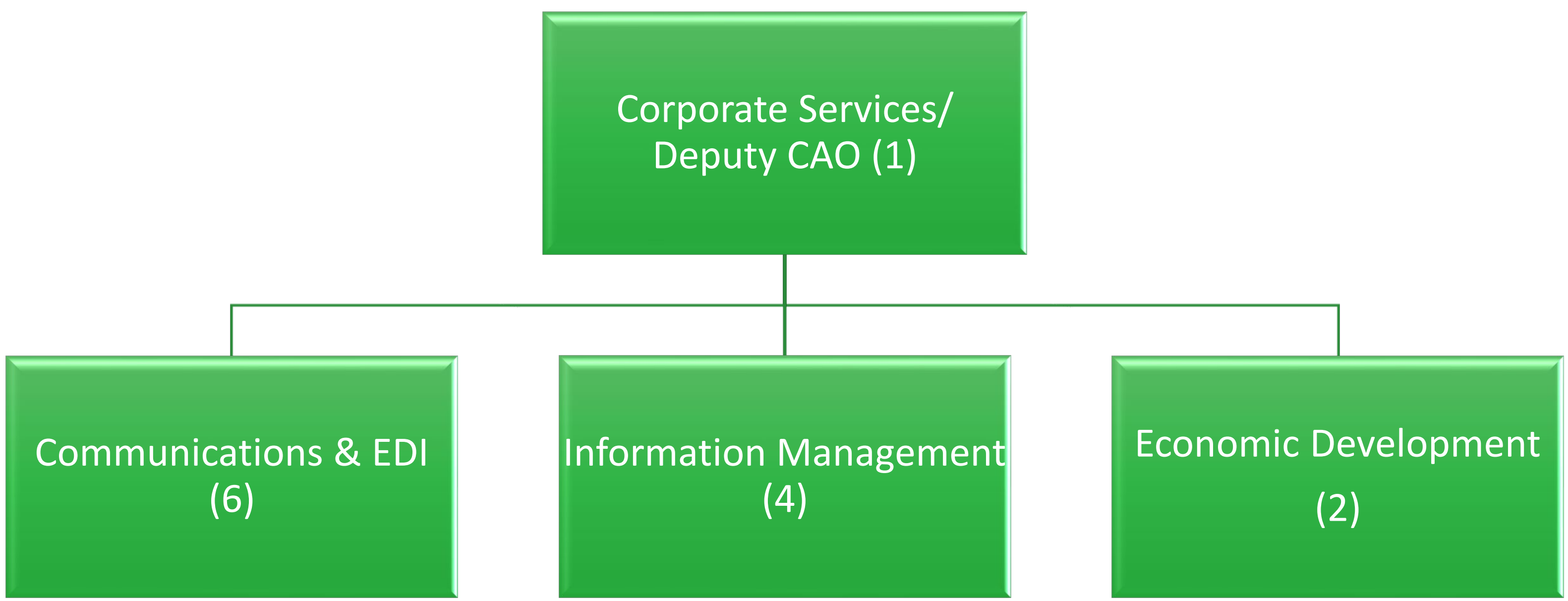


# Corporate Services

The Corporate Services Department provides operational support to the corporation and the community through four business units:

- Strategy and Administration:  corporate leadership, transformation and modernization initiatives
- Communications & EDI: public information, media relations, community engagement, customer service and Equity Diversity and Inclusion
- Information Management: data and analytics, application development, system security, hardware and software, GIS
- Economic Development: advancement of economic growth, investment and strategic initiatives

The department is supported by 13 full time positions and one contract position.



## 2022 Corporate Services (CS)

**Culture of Municipal Excellence**

- Drive innovation, improve services and reduce costs through the Modernization Program with a focus on increasing online payment capability, online voting, tracking winter maintenance operations and building a new Customer Relationship Management system
- Continue to support business retention and expansion in alignment with the business advantage program
- Complete the Customer Service Redesign
- Develop and implement an Equity, Diversity and Inclusion Strategy
- Conduct an IT Systems Security audit and enhance security system support
- Implement Build Back Better recommendations focusing on optimal service delivery

**Quality Programs and Services**

- Initiate targeted investment attraction - focused on EG's primary target sectors
- Continue website implementation with expanded online payment capacity, integration with the CRM and AODA requirements fulfilled
- Build operational staff capacity through enhanced training and application support
- Increase staff access to business solutions and data to support efficient and effective operations
- Support the 2022 Election Process

**Responsible Growth & Environmental Protection**

- Develop and implement enhanced communications about economic development
- Support business areas in key activities: COVID Communications, Park openings, Secondary Plan Initiatives, Public Engagement
- Support entrepreneurship development
- Prioritize investment readiness (including broadband) and infrastructure investment

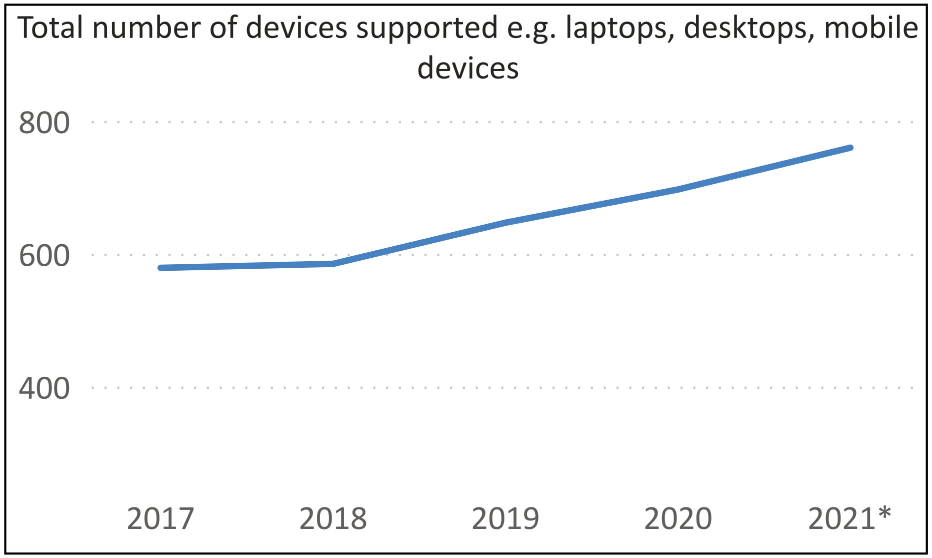
**Build Complete Communities**

- Continue to lead and coordinate various interdepartmental teams including the COVID Recovery Team and the Official/Masterplan Working Group
- Support Town-wide public outreach and engagement efforts for a number of initiatives including Yonge Street/Holland Landing Revitalization Project

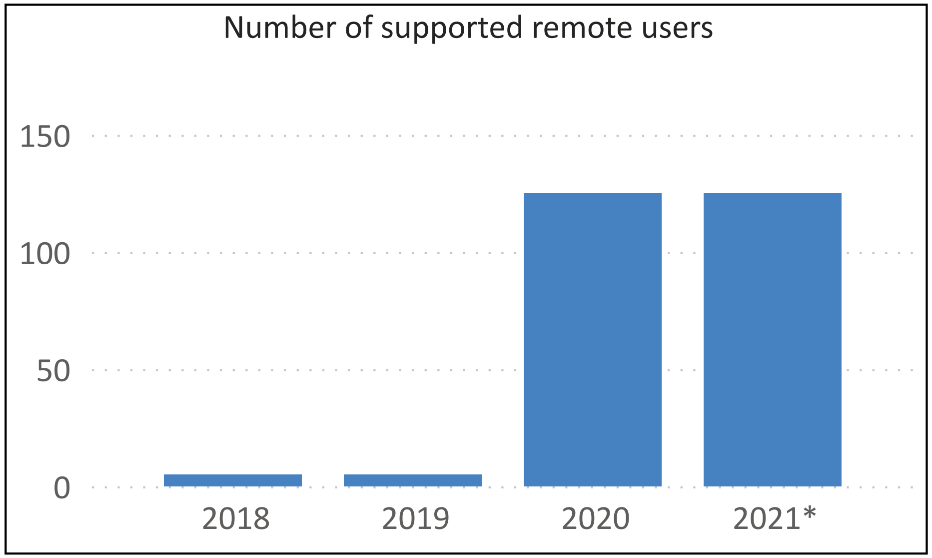
# Information Technology

** All 2021 numbers have been estimated to year end for comparison purposes*

## Hardware Devices Managed




## Remote User Licenses

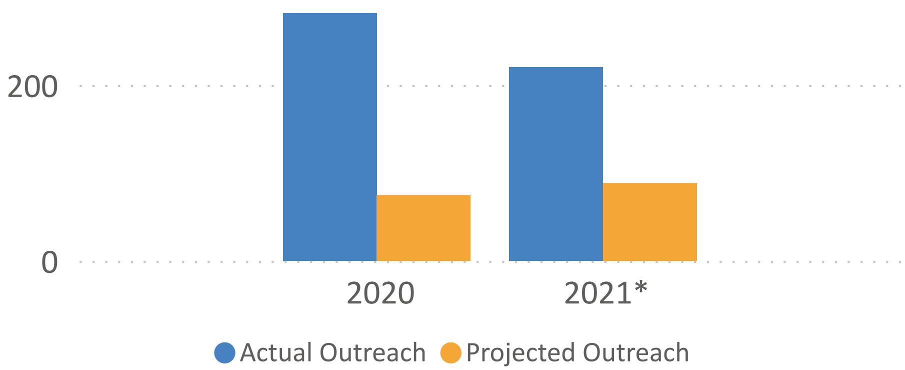


# Economic Development

** All 2021 numbers have been estimated to year end for comparison purposes*

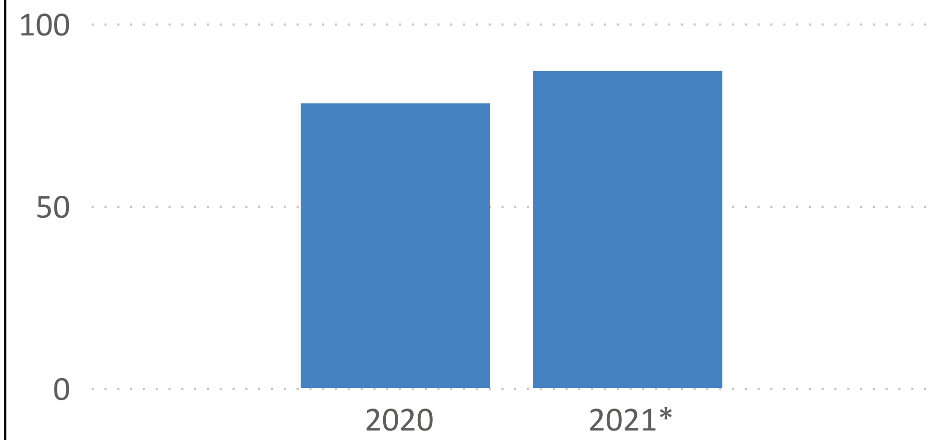
## Business Outreach and Visitation (percentage)

Direct contact and visits with businesses to assess/respond to identified challenges and opportunities for business growth




## Job Creation

Total number of new jobs created in EG as a result of new development, business relocation, or business expansion projects




## Broadband Expansion

The number of households newly connected to fibre

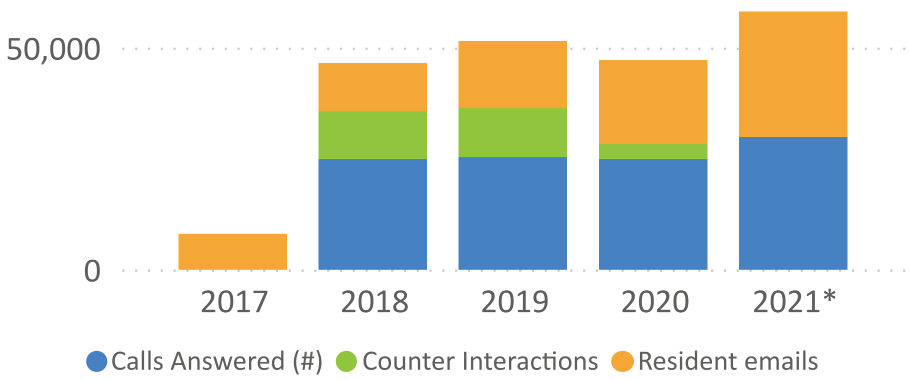
2,640

# Customer Service and Communications

** All 2021 numbers have been estimated to year end for comparison purposes*

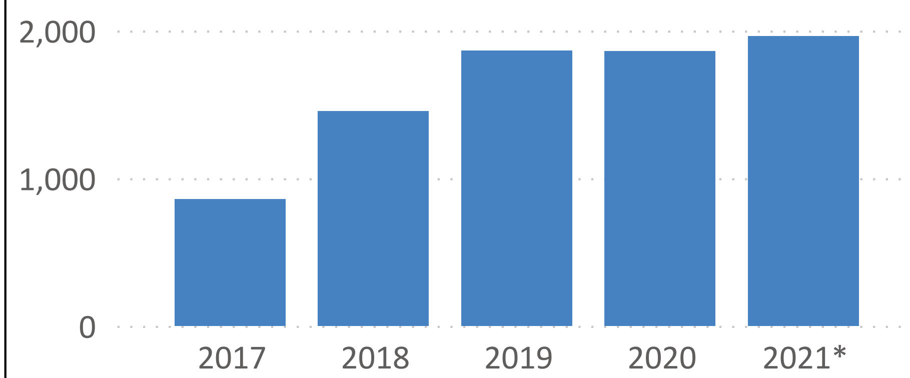
## Customer Interactions

Various methods of customer interaction with the Town's customer service team: total calls answered, emails, counter interactions added together



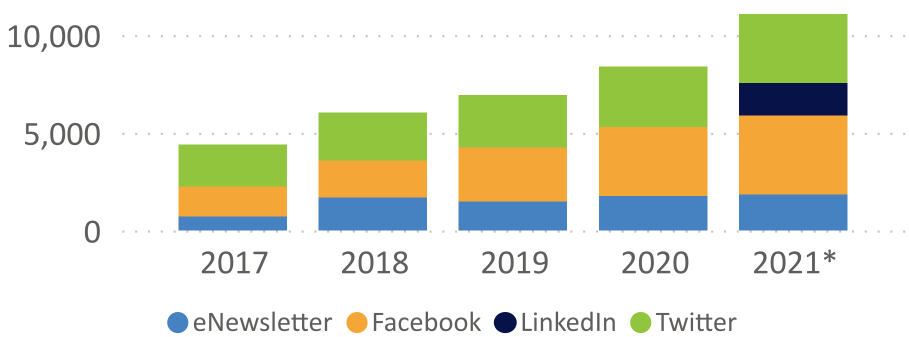

## Service Requests Managed

Resident requests that require follow up by other service areas of the Town. EG. Roads, Water, etc.




## Digital Communications

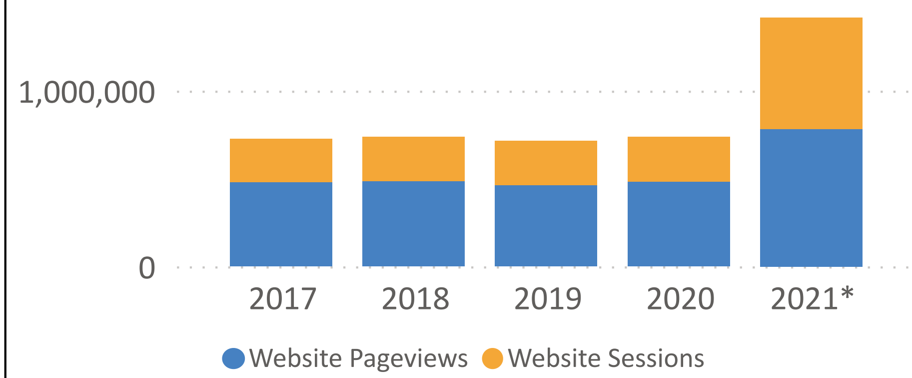
Total number of residents engaged with the Town's various digital communications comprised of e-newsletter, Facebook, Twitter, and LinkedIn followers




**LinkedIn tracking began in 2021**

## Website Engagement

Total number of times the website is visited (Sessions) and the total number of different pages viewed (Pageviews)



# Budget Summary

The Corporate Services operating budget includes expenditures of approximately $2.5 million or 9% of the Towns total operating expenditures.

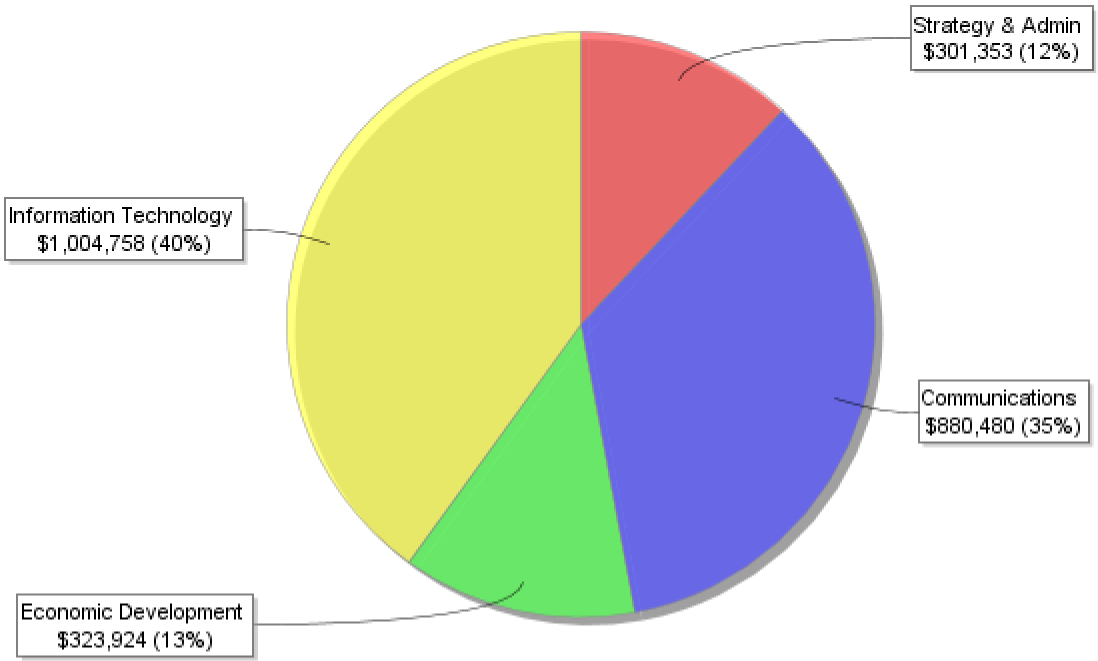
Salary and benefits have increased by approximately $114,000 due to step increases and additional benefit coverage.

A increase in YorkNet Communications of $4,000 is related to an increase in service costs.

The net budget for this department is increasing by approximately $117,000 or 5%.

| Corporate Services<br>2022 Tax Supported Budget | Strategy & Admin | Communications | Economic Development | Information Technology | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|---|---|
| **Expenditures** | | | | | | | | |
| Salaries and Benefits | 282,953 | 783,460 | 274,656 | 635,372 | 1,976,441 | 1,862,705 | 113,736 | 6% |
| Advertising | | 70,000 | 5,900 | | 75,900 | 75,900 | | |
| Communications | 1,500 | 1,000 | 1,600 | 2,500 | 6,600 | 6,600 | | |
| Consultants | 6,000 | 5,000 | | 10,000 | 21,000 | 21,000 | | |
| Equipment and Vehicle | 2,600 | | | 23,330 | 25,930 | 25,930 | | |
| Equipment Repair | | | | 7,000 | 7,000 | 7,000 | | |
| Materials and Supplies | 4,800 | 18,500 | 16,000 | 200 | 39,500 | 39,500 | | |
| Mileage | 500 | 1,200 | 1,268 | 1,500 | 4,468 | 5,200 | (732) | (14%) |
| Other Agencies/Municipalities | | | 15,500 | | 15,500 | 15,500 | | |
| Software Licences and Maintenance | | | 4,000 | 240,000 | 244,000 | 244,000 | | |
| Training, Professional Development and Memberships | 3,000 | 1,320 | 5,000 | 8,056 | 17,376 | 16,644 | 732 | 4% |
| Utilities | | | | 30,000 | 30,000 | 30,000 | | |
| YorkNet Communications | | | | 46,800 | 46,800 | 43,200 | 3,600 | 8% |
| **Total Expenditures** | **301,353** | **880,480** | **323,924** | **1,004,758** | **2,510,515** | **2,393,179** | **117,336** | **5%** |
| | | | | | | | | |
| **Revenues** | | | | | | | | |
| Recoveries and Contributions from Developers | | | (50,000) | | (50,000) | (50,000) | | |
| **Total Revenues** | | | **(50,000)** | | **(50,000)** | **(50,000)** | | |
| | | | | | | | | |
| **Transfers** | | | | | | | | |
| Contributions to Reserves | | | | 80,000 | 80,000 | 80,000 | | |
| **Total Transfers** | | | | **80,000** | **80,000** | **80,000** | | |
| | | | | | | | | |
| **NET BUDGET** | **301,353** | **880,480** | **273,924** | **1,084,758** | **2,540,515** | **2,423,179** | **117,336** | **5%** |

## Expenditure by Branch



# Legal and Council Support Services

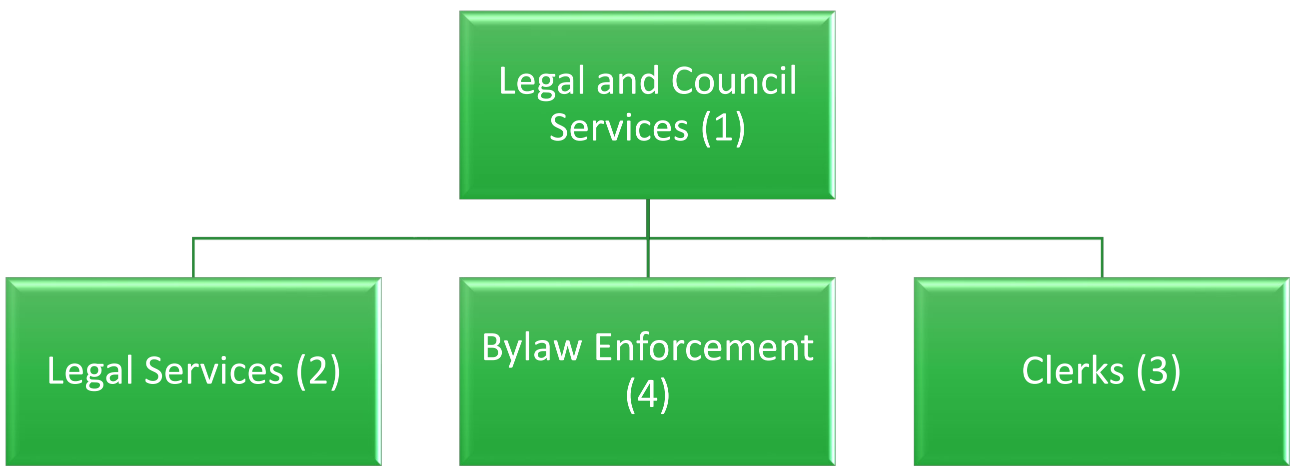
Legal and Council Support Services is composed of three business units: Legal Services, Bylaw Enforcement and the Clerks and Council Support branch.

The Legal Services branch acts as a legal advisor to Council and the Town.  The branch provides interpretation of legislation, agreement preparation, review and negotiation, property and real estate services, insurance and risk management, and representation and management of litigation and administrative law matters in defense of the Town's interests.

The By-Law Enforcement branch works with the community to educate and enforce municipal by-laws, various government acts, and legislation to protect the public safety, integrity and welfare of all residents.

The Clerks and Council Support branch provides Council and legislative support and is responsible for overseeing records management for the Town.

Legal and Council Support Services is supported by 10 full time positions.



## 2022 Legal & Council Support Services (LCSS)

**Culture of Municipal Excellence**

- Continue to provide support and develop all staff through a variety of training and development opportunities
- Provide lead support for the corporate-wide Enterprise Content Management/Records Management implementation
- Review and implement hybrid council meetings (combination of in-person and remote)

**Quality Programs and Services**

- Provide strategic legal advice for Town departments including: personnel matters, contracts, tax matters, emerging issues and program
- Implement an Administrative Monetary Penalty System (AMPS) to enhance customer service with increased options for payment and easy screening process to dispute tickets
- Continue to modernize and update regulatory By-laws

**Responsible Growth & Environmental Protection**

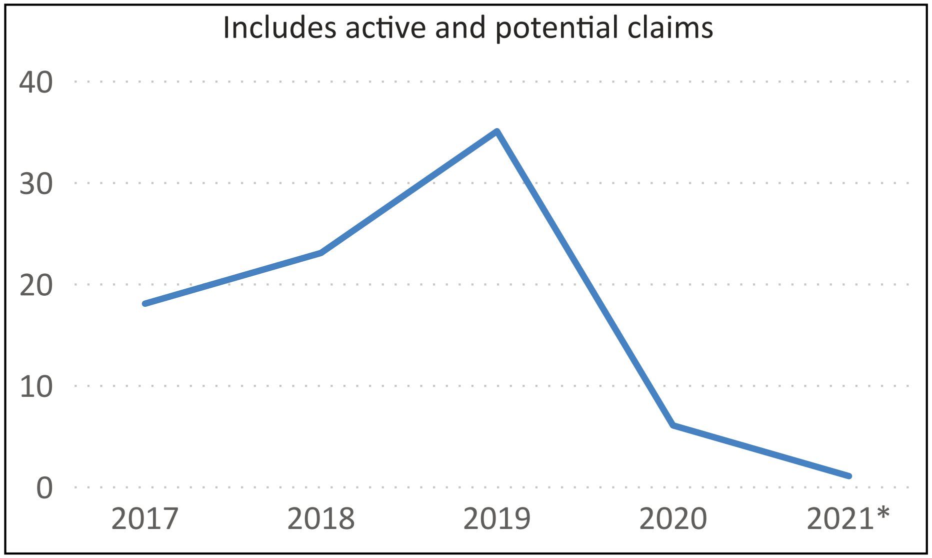
- Work with YRP to conduct joint inspection and investigation of illegal cannabis production sites and prosecute producers growing of cannabis in violation of Town's Zoning By-law
- Work with Planning to determine appropriate regulation of cannabis production and propose implementing By-laws for Council consideration
- Strategic property acquisition for future municipal requirements

**Build Complete Communities**

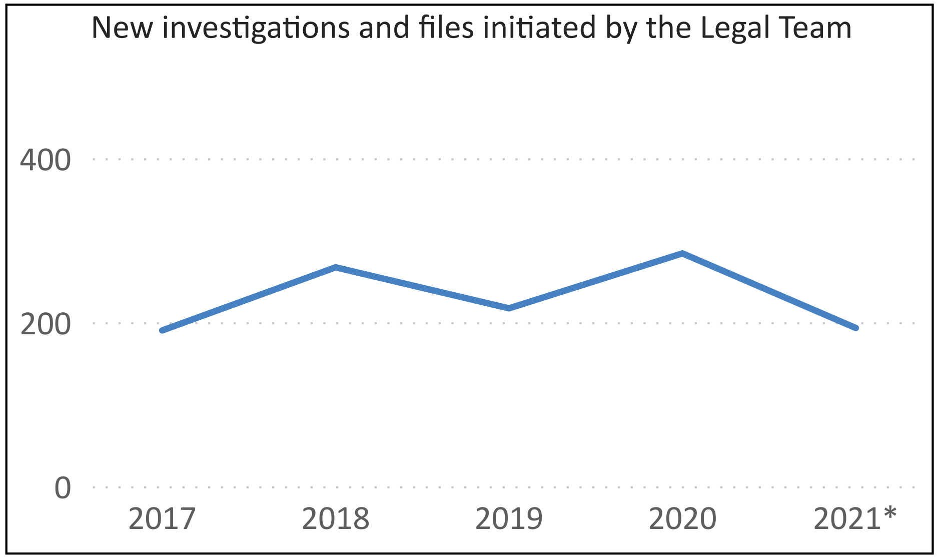
- Deliver the 2022 hybrid Municipal Elections (combination of paper and internet voting)
- Council Inaugural planning for the new term of Council
- Council orientation planning including the implementation of a new Procedural By-law to enhance meeting management for the new term of Council

** All 2021 numbers have been estimated to year end for comparison purposes*

Insurance Claims Against the Town

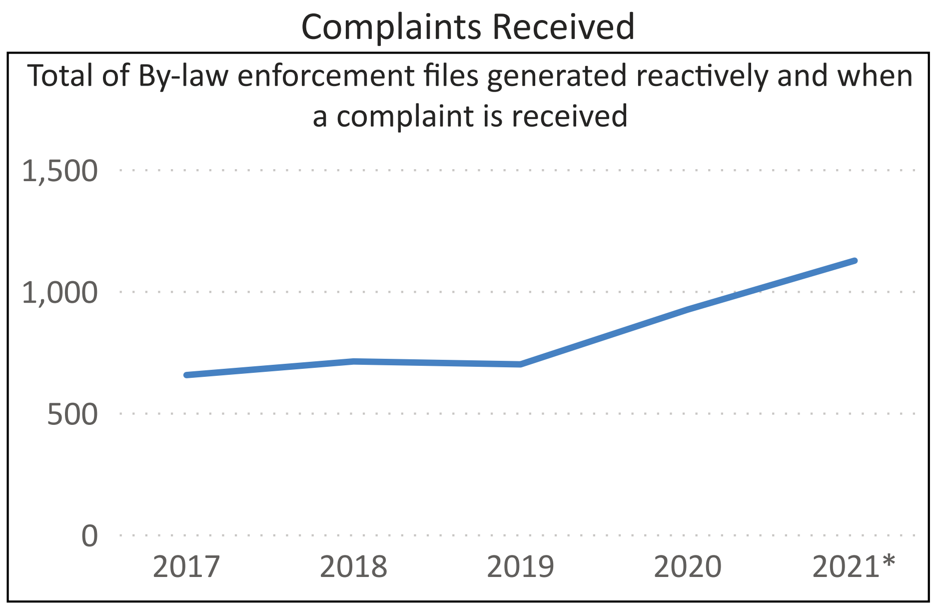


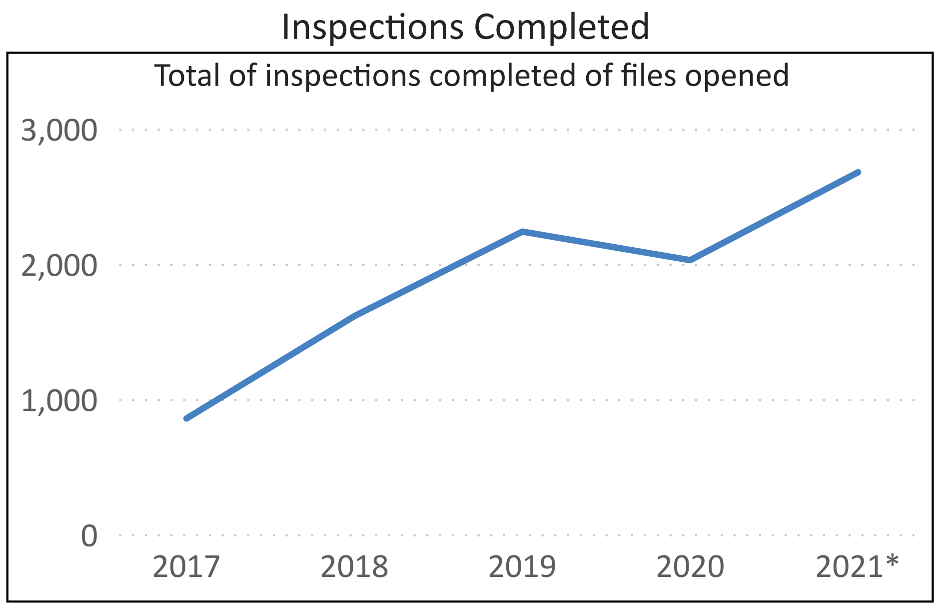

New Legal Matters

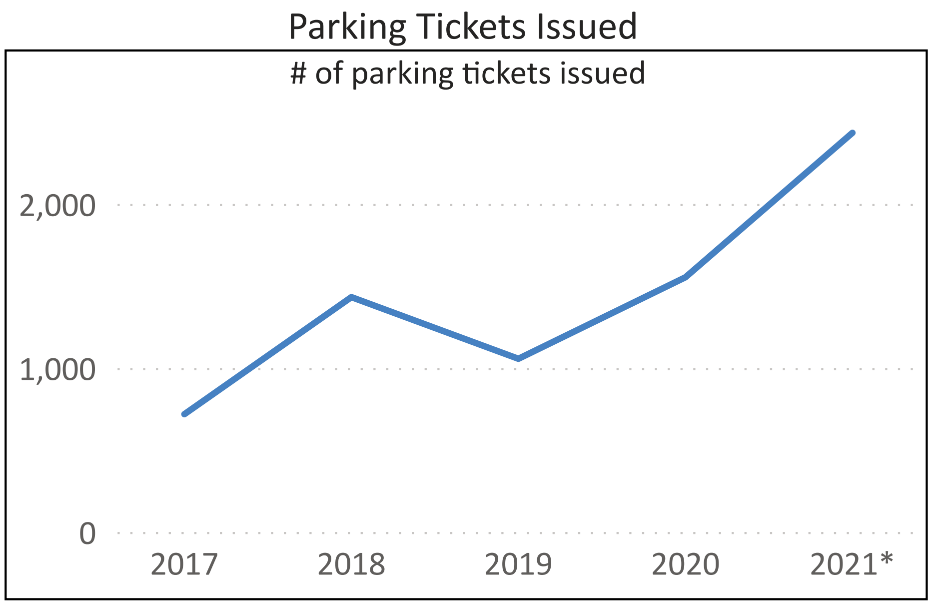


# Bylaw Enforcement

** All 2021 numbers have been estimated to year end for comparison purposes*



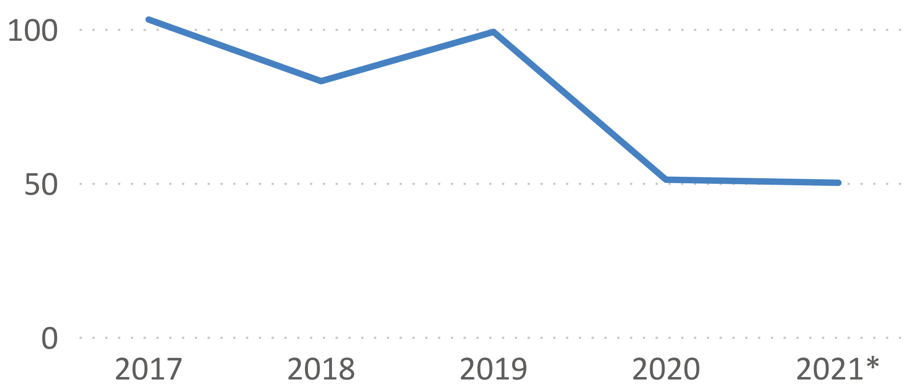



# Clerks and Council Support

** All 2021 numbers have been estimated to year end for comparison purposes*

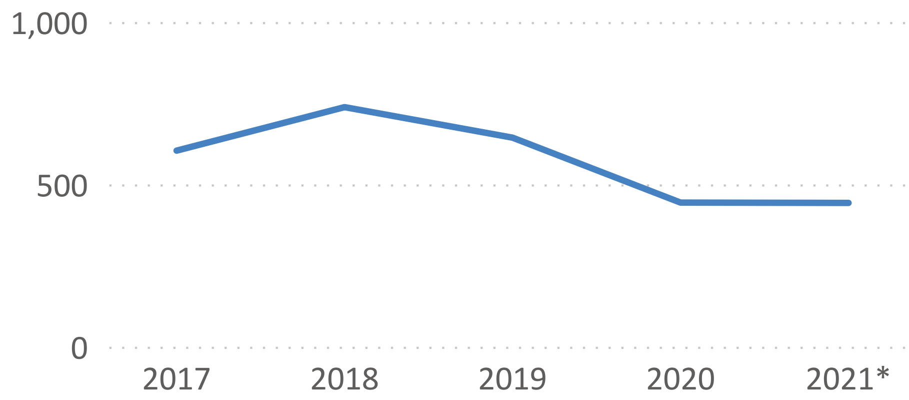
## Council & Committee Support

Includes Council meeting support, Advisory Committees & Groups



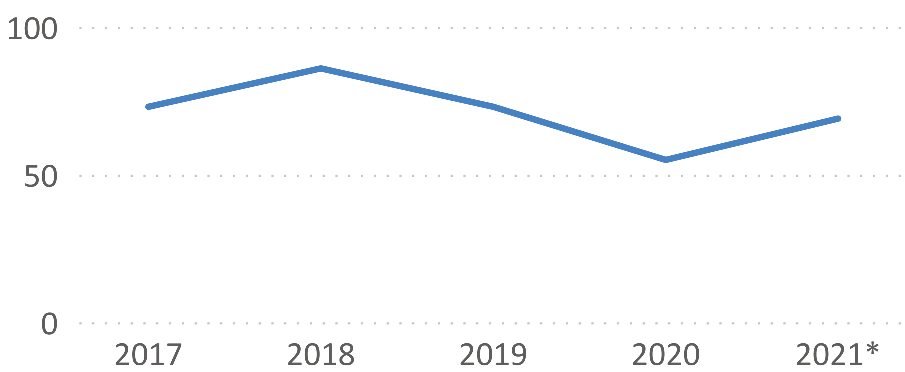

## Internal & External Support

Includes marriage licenses, civil ceremonies, livestock claims, licensing, commissioning, deputations, presentations, correspondences to and from Council, etc.



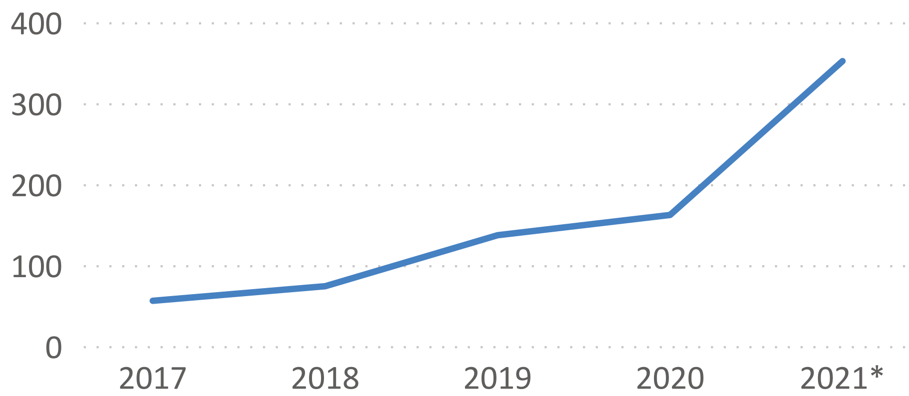

## Freedom of Information Requests

This is recorded as the FOI Folder is created (once the request has been received)




## Corporate Support

Includes all corporate related meetings & support provided to the following areas: BSAT, COVID-19 Control Group, SMT, Recovery, VTH, EMT etc.



# Budget Summary

The Legal and Council Support Services operating budget includes expenditures of approximately $2.2 million or 8% of the Town's total operating expenditures.

The salary and benefits budget increase of approximately $84,000 relates to band and step increases as well as benefit cost increases.

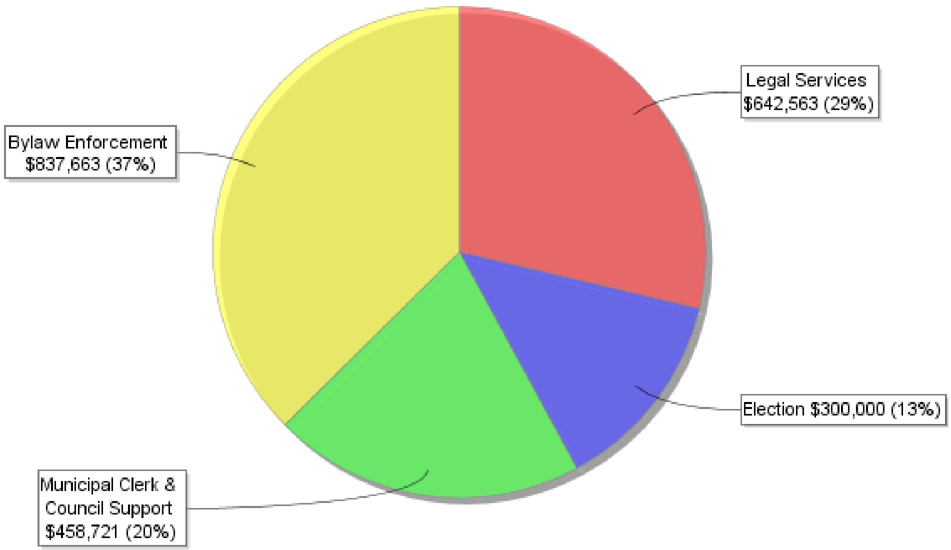
Contracted services has increased by $300,000 to account for the upcoming election, and has been offset by a draw from the election reserve with the funds that are put aside annually.

Cost increases have been offset by an expected increase in parking ticket revenue of $18,000 and an increase in user fees relating to pool permits.  License revenue has been decreased by $12,000 to align with the expected actuals.

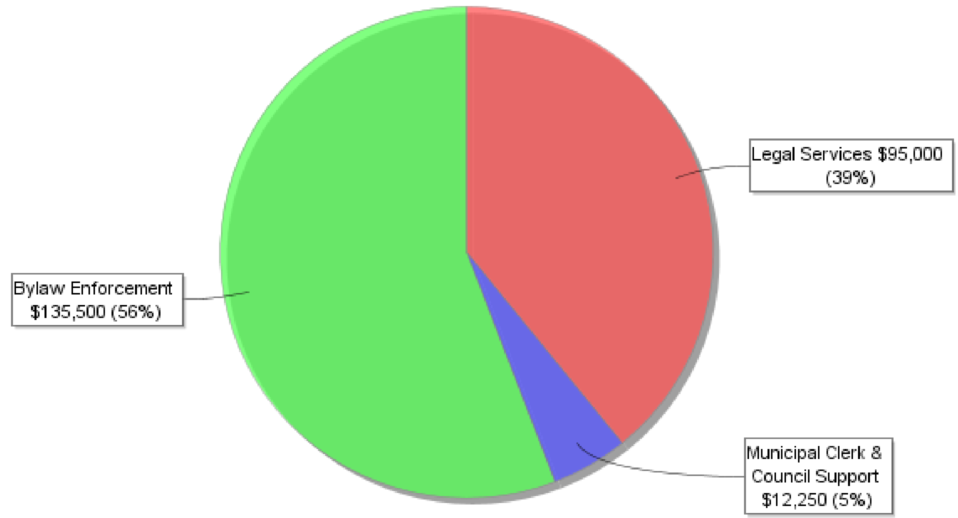
The net budget is increased by approximately $29,600 or approximately 2%.

| Legal and Council Support Services<br>2022 Tax Supported Budget | Legal<br>Services | Election | Municipal Clerk<br>& Council Support | Bylaw<br>Enforcement | 2022<br>Budget | 2021<br>Budget | Variance<br>$ | Variance<br>% |
|---|---|---|---|---|---|---|---|---|
| Expenditures | | | | | | | | |
| Salaries and Benefits | 555,863 | | 433,721 | 481,094 | 1,470,678 | 1,386,389 | 84,289 | 6% |
| Communications | 1,300 | | 1,600 | 3,255 | 6,155 | 6,155 | | |
| Contracted Services | | 300,000 | 9,500 | 330,269 | 639,769 | 337,156 | 302,613 | 90% |
| Courier and Mail Processing | 200 | | | | 200 | 200 | | |
| Equipment and Vehicle | 2,100 | | 1,000 | 1,500 | 4,600 | 4,600 | | |
| Legal Services | 49,000 | | | 1,000 | 50,000 | 50,000 | | |
| Materials and Supplies | 24,100 | | 6,900 | 9,475 | 40,475 | 40,475 | | |
| Mileage | 500 | | 1,000 | 1,500 | 3,000 | 3,000 | | |
| Training, Professional Development and Memberships | 9,500 | | 5,000 | 6,000 | 20,500 | 20,500 | | |
| Uniforms and Safety Clothing | | | | 3,570 | 3,570 | 3,570 | | |
| **Total Expenditures** | **642,563** | **300,000** | **458,721** | **837,663** | **2,238,947** | **1,852,045** | **386,902** | **21%** |
| | | | | | | | | |
| Revenues | | | | | | | | |
| Fines and Penalties | | | | (70,500) | (70,500) | (52,500) | (18,000) | 34% |
| Licenses | | | (6,000) | (53,000) | (59,000) | (70,500) | 11,500 | (16%) |
| Sales | | | (3,000) | | (3,000) | (3,000) | | |
| User Fees | (95,000) | | (3,250) | (12,000) | (110,250) | (108,750) | (1,500) | 1% |
| **Total Revenues** | **(95,000)** | | **(12,250)** | **(135,500)** | **(242,750)** | **(234,750)** | **(8,000)** | **3%** |
| | | | | | | | | |
| Transfers | | | | | | | | |
| Contributions to Reserves | | | | | | 50,000 | (50,000) | (100%) |
| Draw from Reserves | | (300,000) | | | (300,000) | | (300,000) | |
| **Total Transfers** | | **(300,000)** | | | **(300,000)** | **50,000** | **(350,000)** | **(700%)** |
| | | | | | | | | |
| **NET BUDGET** | **547,563** | | **446,471** | **702,163** | **1,696,197** | **1,667,295** | **28,902** | **2%** |

## Expenditures by Branch




## Revenue by Branch

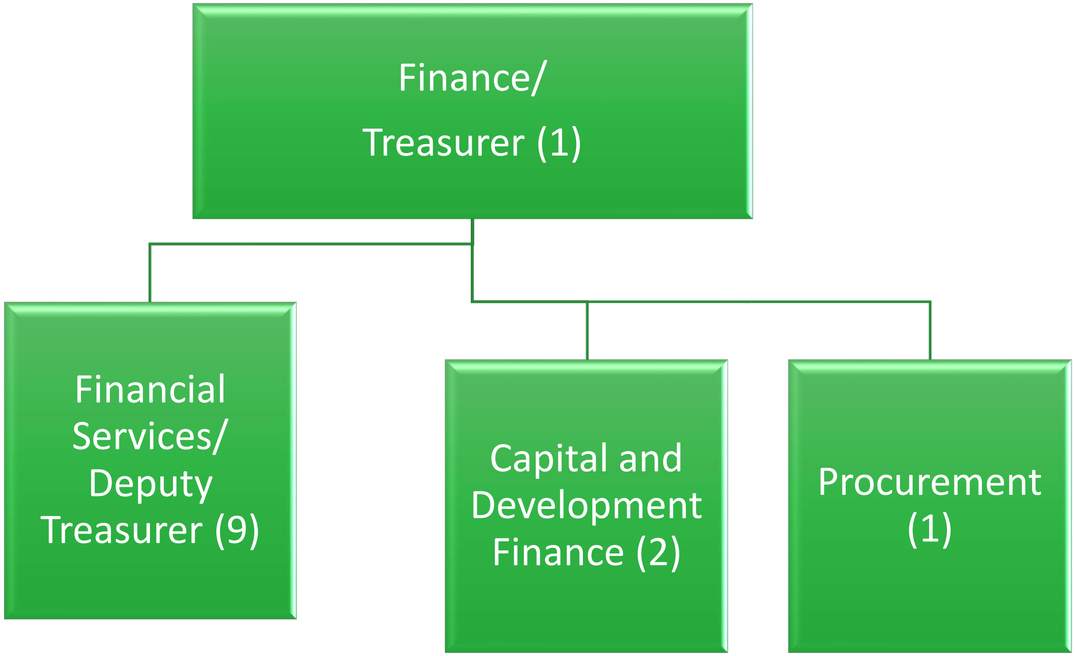


# Finance

The Finance Department provides financial support to the corporation and the community through three business units:

- Financial Services: financial planning, controls and reporting, accounting, property tax and water billing
- Capital and Development Finance: capital budgeting, development charge administration, long range financial planning
- Procurement: administration of the procurement bylaw, coordination of Town purchases and competitive bids

The department is supported by 13 full time positions and one contract position.



## 2022 Finance (FIN)

**Culture of Municipal Excellence**

- Continue to support and develop staff through a variety of cross training and technology development opportunities
- Support the ongoing enhancements to online payment opportunities for improving overall customer experience on the EG website
- Continue to enhance delivery of resident-friendly financial information through the Annual Financial report
- Increase reporting capabilities within existing software to provide efficient access to information required for decision making (e.g., development charge payment tracking)
- Incorporate the provision for financial services for the East Gwillimbury Public Library into the Town's current processes

**Quality Programs and Services**

- Develop and approve the 2022 Business Plan and Budget and 2022 Water and Wastewater Budget with zero net tax-levy, and no increase to water/wastewater rates
- Continue to develop policies and modernize financial processes to increase efficiency and effectiveness of providing service to internal and external stakeholders

**Responsible Growth & Environmental Protection**

- Promote ebilling opportunities to promote environmentally-friendly practices and achieve cost savings related to distribution
- Enhance utility and tax data reporting to increase accessibility of information for use in current and future growth studies
- Support Asset Management Team by developing financial plans that determine long term funding needs to replace and/or renew municipal infrastructure assets based on full lifecycle costing (multi-year process)
- Develop financial strategies to support the construction of the Health and Active Living Plaza, Sports Complex expansion and other key capital projects

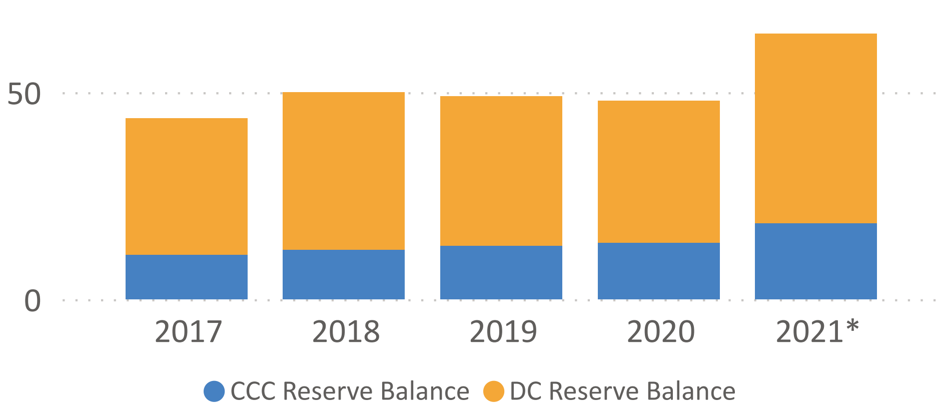
**Build Complete Communities**

- Update the Development Charge Background Study and Development Charge By-laws
- Seek out opportunities and coordinate applications for third party funding for future operating and capital improvements
- Determine the cost and funding sources for growth based on Town-wide planning studies (e.g., Master Plans)

** All 2021 numbers have been estimated to year end for comparison purposes*

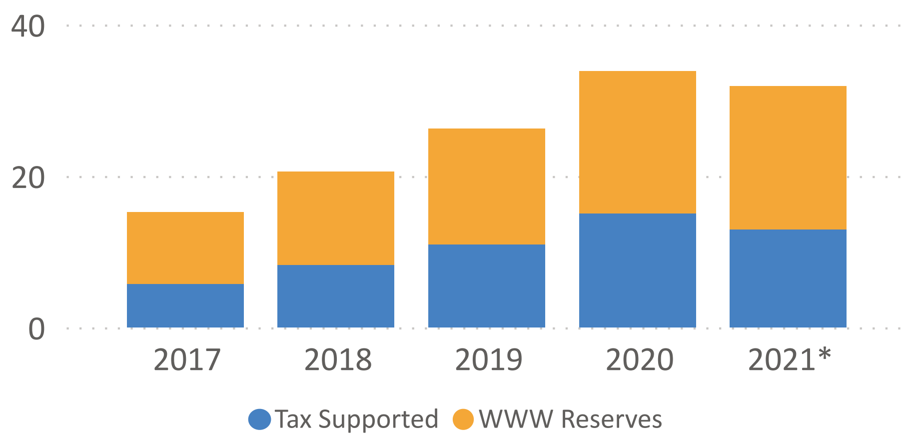
## Development Charge Reserves

Funds (in $ Millions) set aside for future growth specific needs and funding initiatives that benefit new development. EG Development Charges, Community Capital Contribution, Development Fees



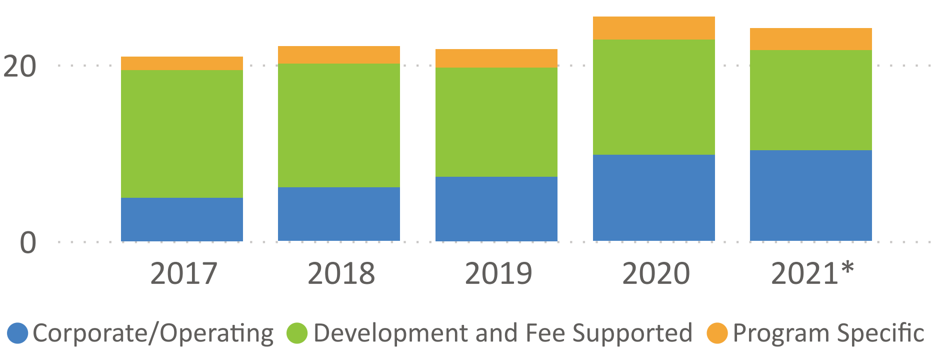

## Asset Replacement Reserves

Funds (in $ Millions) set aside for replacement/renewal of all tangible capital assets



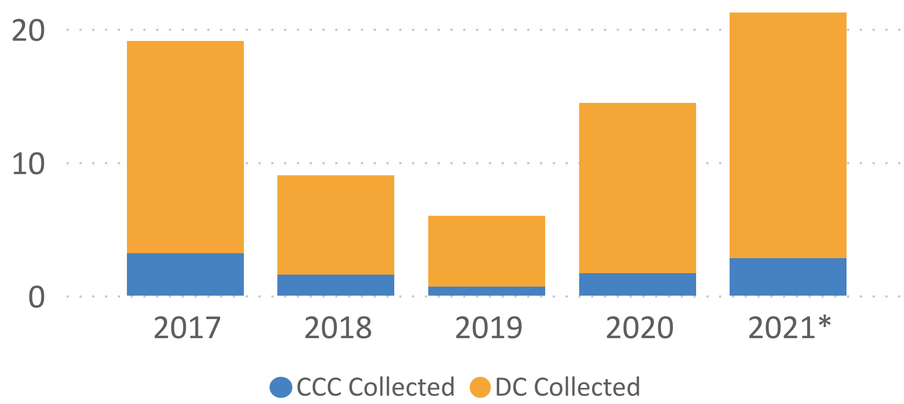

## Operating Reserves

Funds (in $ Millions) set aside for future program related services such as Building, Planning, Fill & Site Alteration, Working Capital and stabilization funding




## Development Charge and Community Contributions Collected

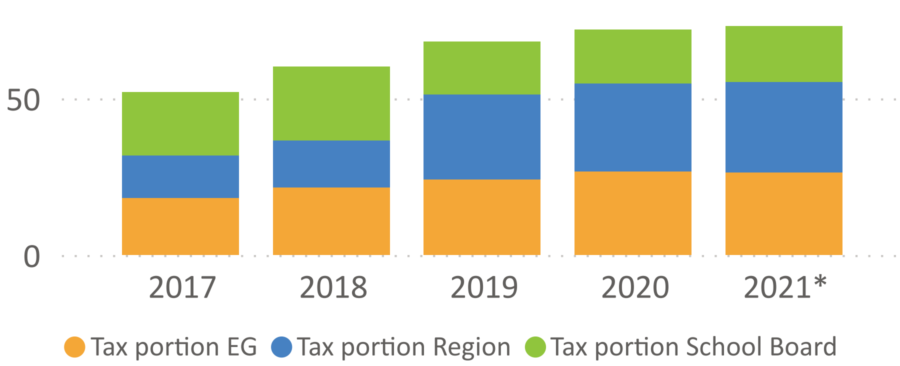
Total contributions (in Millions) collected and deposited to the reserve account each year



** All 2021 numbers have been estimated to year end for comparison purposes*

## Breakdown of Annual Taxes Collected

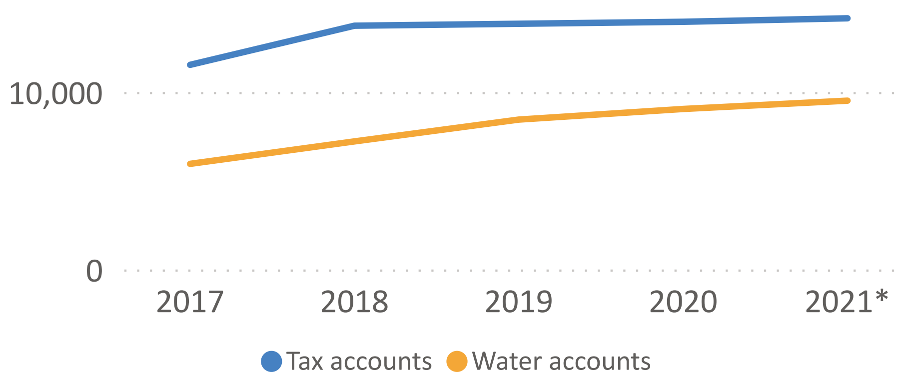
Total billed taxes (in Millions) per year broken down into the three components of Town, Region and School Board




*2021 includes estimated amount of supplemental taxes billed

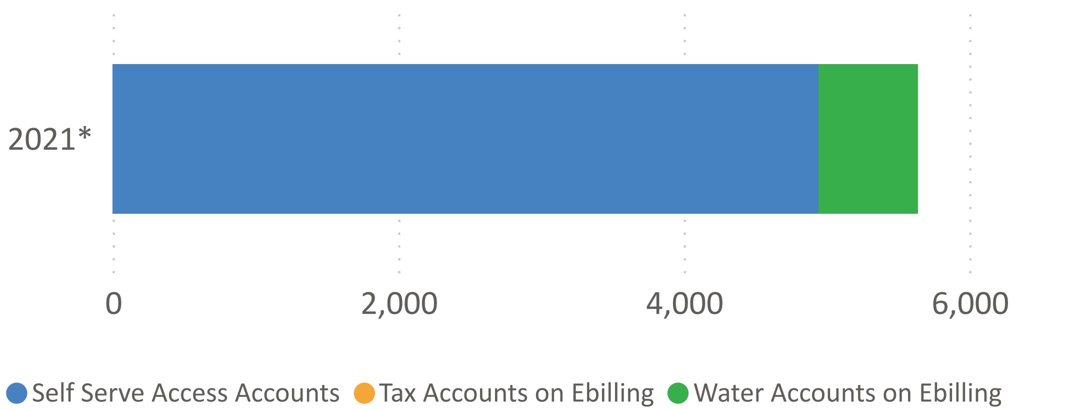
## Total Number of Tax and Water Accounts

Total number of active tax accounts on the roll, and active water/wastewater accounts. Water accounts include tenant accounts.




## Online Services - Resident Self Serve

Number of accounts accessing the online self serve options




*** Ebilling was not available for the 2021 tax billings. This metric will be reported in 2022**

# Budget Summary

The Finance department operating budget includes expenditures of approximately $2.0 million or 7% of the Town's total operating expenditures.

The salaries and benefits budget has increased by approximately $74,000. This includes $24,000 in contract staffing transferred from the Library to assume responsibility for the Library financial processing and reporting. The balance of the increase is a re sult of step increases and benefit adjustments.

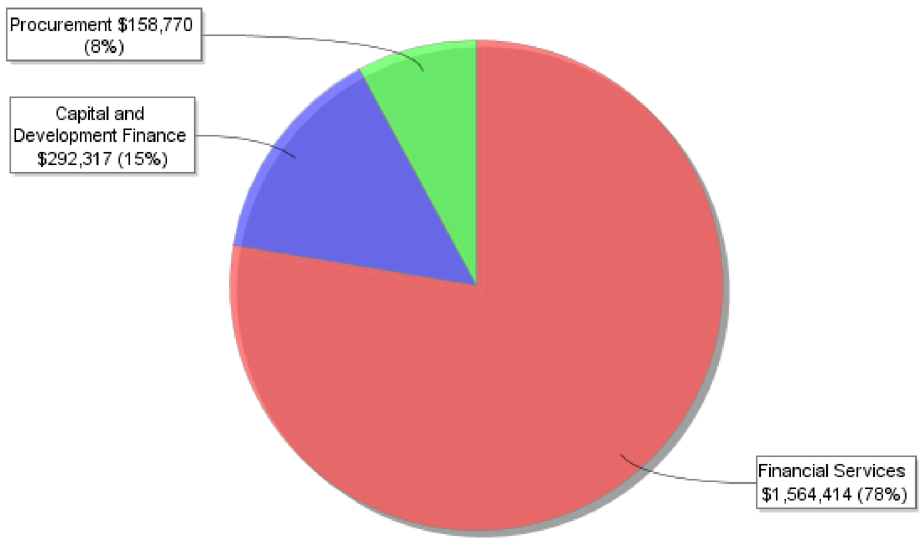
The communications budget has increased by $2,000 to provide equipment to the management team. The bank fees, payroll and other fees budget has increased by approximately $2,000 due to increased payroll processing costs.

Cost increases have been partially offset by an increase in user fees to align with the increased volume of administrative fees associated with water and tax account changes.

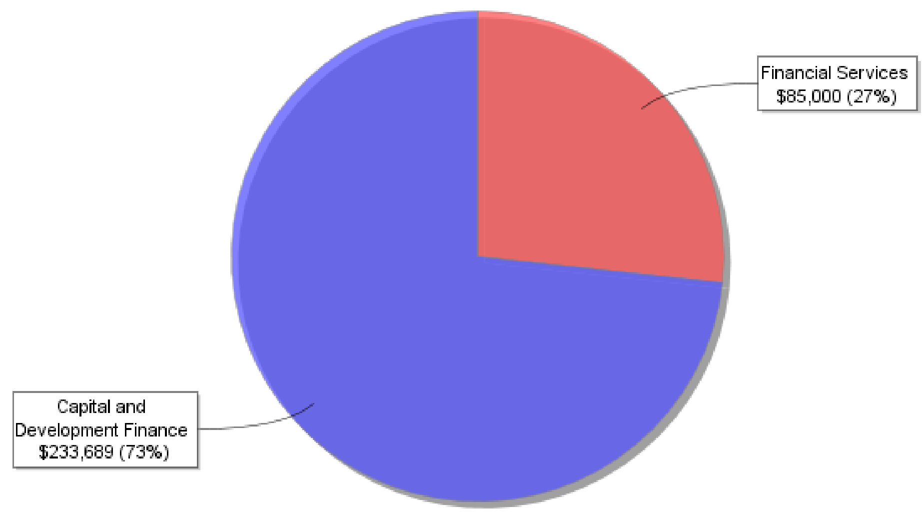
The net budget for this department is increasing by approximately $70,000 or 4%.

| **Finance Department**<br>**2022 Tax Supported Budget** | **Financial Services** | **Capital and Development Finance** | **Procurement** | **2022 Budget** | **2021 Budget** | **Variance $** | **Variance %** |
|---|---|---|---|---|---|---|---|
| Expenditures | | | | | | | |
| Salaries and Benefits | 1,371,636 | 283,217 | 155,870 | 1,810,723 | 1,737,013 | 73,710 | 4% |
| Audit Services | 40,500 | | | 40,500 | 40,500 | | |
| Bank Fees, Payroll and Other Charges | 90,728 | | | 90,728 | 89,000 | 1,728 | 2% |
| Communications | 2,000 | 1,000 | 1,000 | 4,000 | 2,000 | 2,000 | 100% |
| Consultants | 7,500 | 2,000 | | 9,500 | 9,500 | | |
| Courier and Mail Processing | 30,000 | | | 30,000 | 30,000 | | |
| Equipment Repair | 900 | | | 900 | 900 | | |
| Materials and Supplies | 6,750 | 1,000 | 1,000 | 8,750 | 8,750 | | |
| Mileage | 400 | 200 | 100 | 700 | 700 | | |
| Training, Professional Development and Memberships | 14,000 | 4,900 | 800 | 19,700 | 19,700 | | |
| **Total Expenditures** | **1,564,414** | **292,317** | **158,770** | **2,015,501** | **1,938,063** | **77,438** | **4%** |
| | | | | | | | |
| Revenues | | | | | | | |
| Development Charges | | (233,689) | | (233,689) | (233,689) | | |
| Miscellaneous | | | | | (7,500) | 7,500 | (100%) |
| Sales | (30,000) | | | (30,000) | (30,000) | | |
| User Fees | (55,000) | | | (55,000) | (40,000) | (15,000) | 38% |
| **Total Revenues** | **(85,000)** | **(233,689)** | | **(318,689)** | **(311,189)** | **(7,500)** | **2%** |
| | | | | | | | |
| Transfers | | | | | | | |
| Draw from Reserves | | (25,965) | | (25,965) | (25,965) | | |
| **Total Transfers** | | **(25,965)** | | **(25,965)** | **(25,965)** | | |
| | | | | | | | |
| **NET BUDGET** | **1,479,414** | **32,663** | **158,770** | **1,670,847** | **1,600,909** | **69,938** | **4%** |

### Expenditures by Branch




### Revenues by Branch

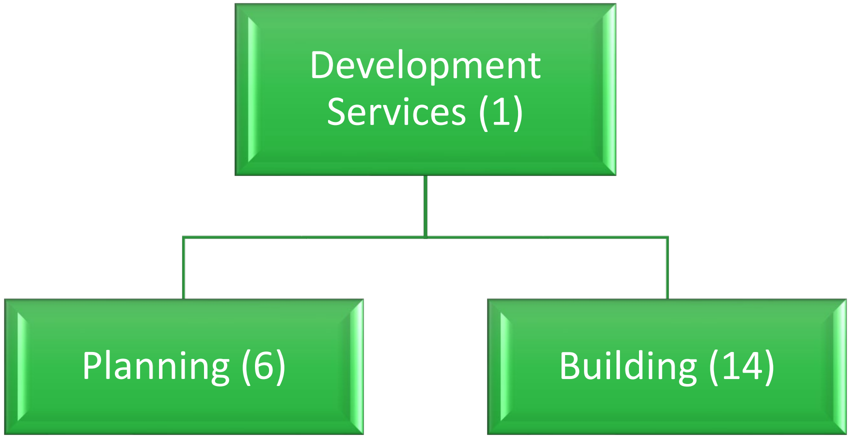


# Development Services

The Development Services department is supported by 21 full-time positions. The majority of the department is funded through development fees (Tab 2) with a small component funded through property taxes.  The department provides strategic land use planning advice concerning the long term growth related vision for the Town.

The Planning Division is responsible for reviewing and processing all Planning Act applications as per provincial, regional and municipal policy directives.  Planning is also responsible for updates and maintenance of the Town’s Official Plan and special land use studies.  Planning staff provide interpretation and review of relevant provincial and regulation land use policies and Zoning by-law regulations. In addition, public comment and feedback is solicited on all planning matters related to development applications and changes to planning policies.

The Building Division deals with building administration and approvals through plans review and site inspections. They ensure compliance with the Ontario Building Code and Standards and the Town’s Zoning By-law for construction, demolition, renovation of buildings through the administration and enforcement.



**2022 Development Services**

**Culture of Municipal Excellence**

- Encourage public participation and help shape development and inform future policy updates, as part of our new Official Plan Review update with interactive virtual “Chat with a Planner" sessions
- Support the expansion of corporate-wide customer service by focusing on increased public engagement and timely, transparent communications
- Move to web-based applications for other Branch services (such as survey requests and compliance letters)
- Continue with modernization efforts to introduce a new online CityView Portal which will be used to accept online building permit applications, book inspections and receive permit fee estimates online

**Quality Programs and Services**

- Implement updates to the various Planning approvals processes, procedures and by-laws to enhance the customer experience
- Initiate the Heritage Conservation District Study for the Sharon Community
- Maintain and update the resident-friendly online mapping tool to check the current Zoning, Active Applications and Heritage Property Status
- Continue to implement and benefit from technological and modernization advancements, i.e. electronic building permit application submission, electronic drawing review, electronic stamps, standardization of mark-up comments

**Responsible Growth and Environmental Protection**

- Complete the Town's Official Plan Review in 2022, which will ensure that the Town remains over 83% greenspace with the appropriate implementation of updates to provincial plans and policies as well as continued protection of the Town's Natural Heritage System and key natural heritage features
- Conduct a study to establish a Heritage Conservation District for the community of Sharon, for the protection and preservation of heritage features
- Finalize the Land Use Study and regulations related to the review of Cannabis Production Facilities
- Monitor and report on the provincial updates to the Lake Simcoe Protection Plan and incorporate any updates into the Town's Official Plan Review
- Ensure new building stock in EG is safe and environmentally efficient, in compliance with the Ontario Building Code
- Ensure compliance with the Province's septic system maintenance program mandate

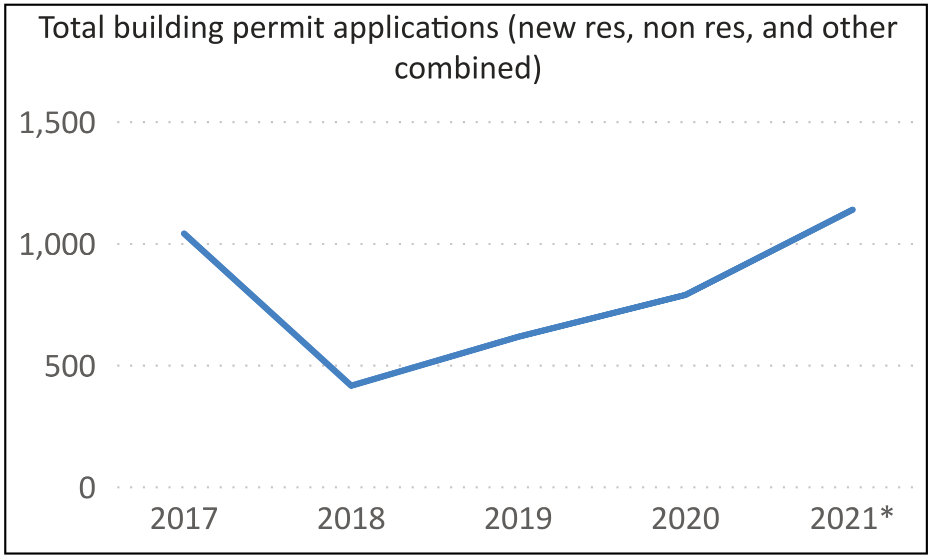
**Build Complete Communities**

- Complete the Town’s Official Plan Review and planning for the future growth of the Town to the year 2051. The Official Plan Review will develop the growth management policies to ensure an appropriate balance of residential and employment growth while promoting the provision of local services and amenities
- Work with the Sharon and Mount Albert stakeholders and York Region to resolve the servicing constraint and obtain additional servicing allocation
- Growth related building activity and administration of the Ontario Building Code. Anticipated increase in Industrial, Commercial, Institutional (ICI) building permits, as employment lands becomes serviced and developed

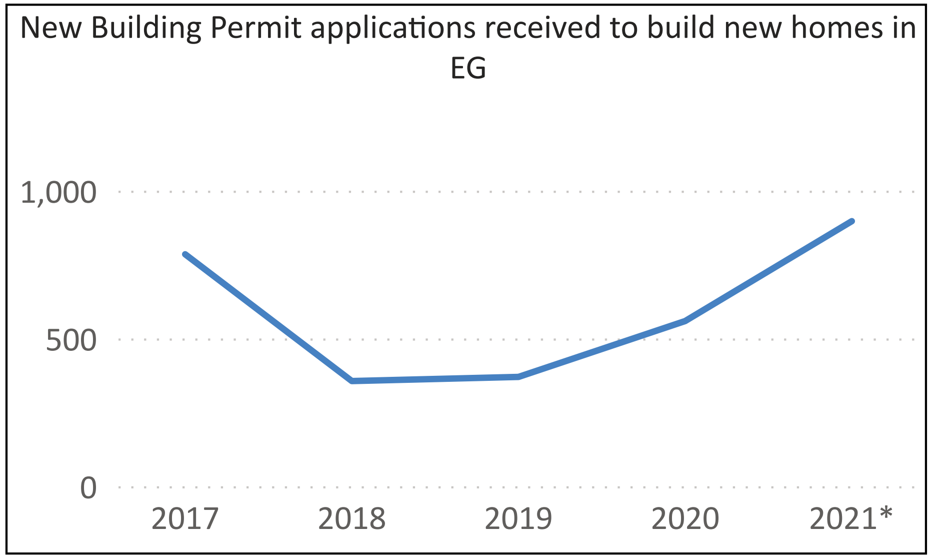
# Building

** All 2021 numbers have been estimated to year end for comparison purposes*

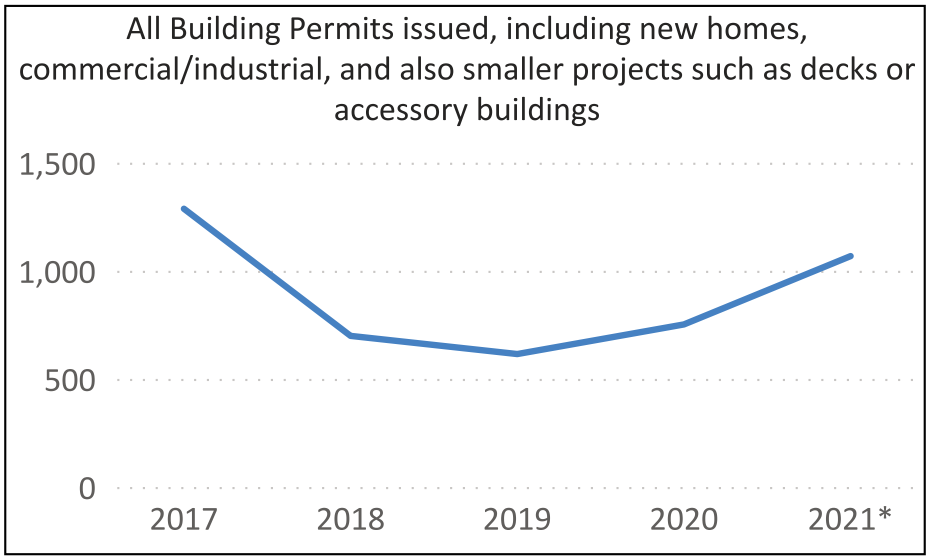
## Total Applications Received




## New Home Permit Applications

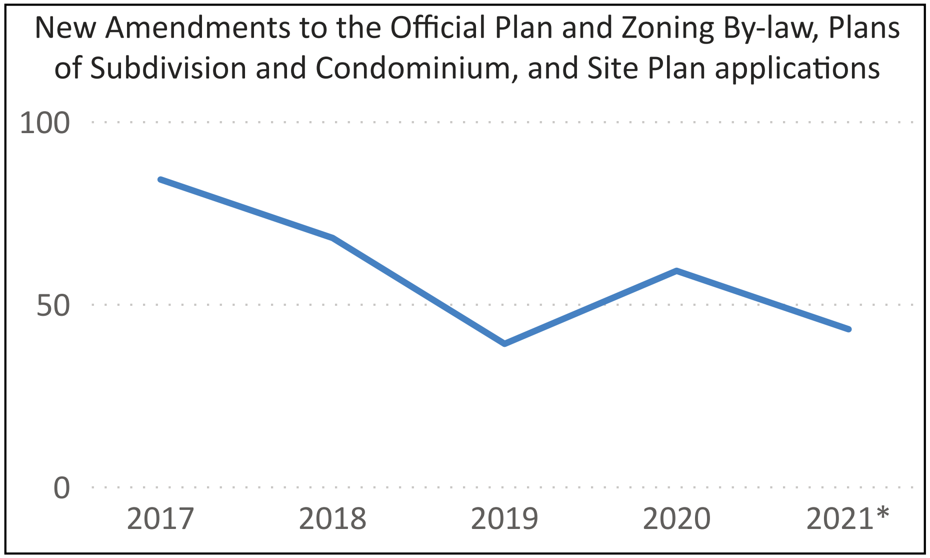



## Total Permits Issued

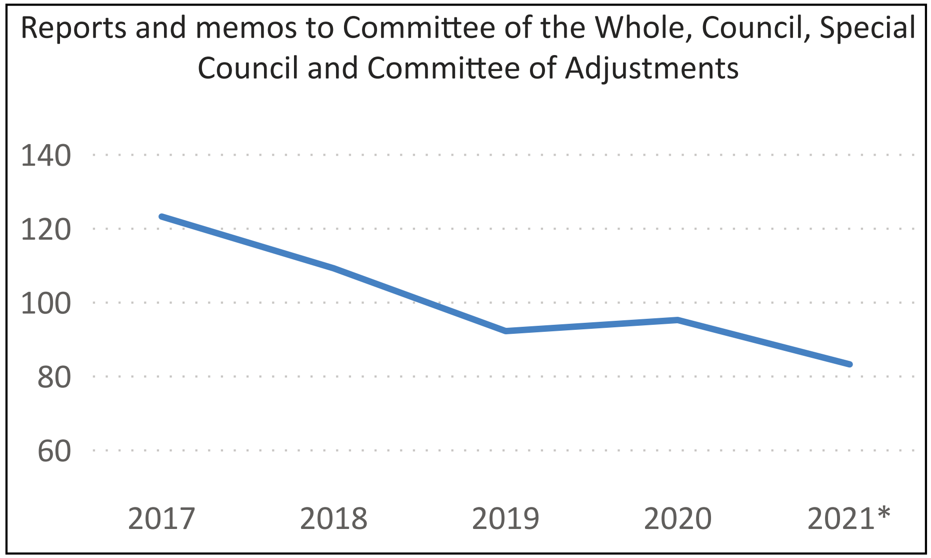


** All 2021 numbers have been estimated to year end for comparison purposes*

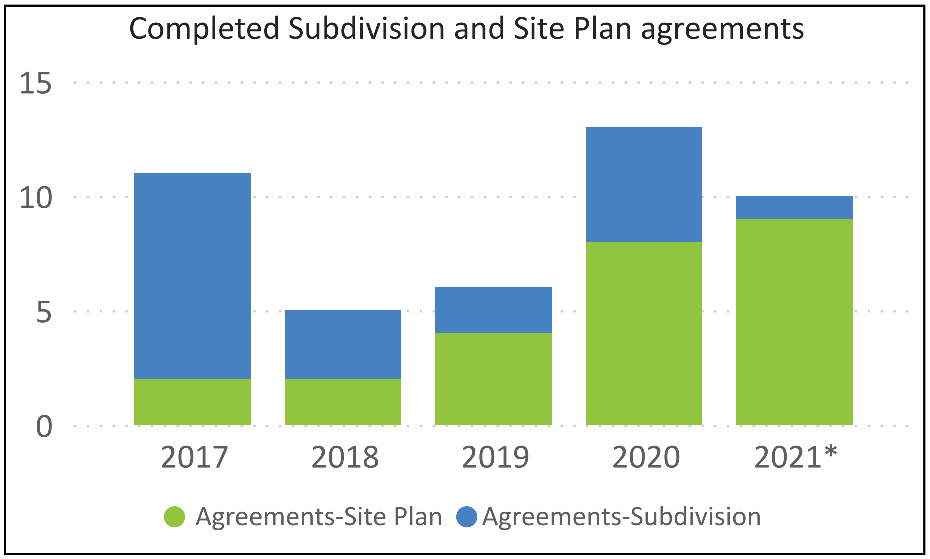
## Planning Applications Received




## Planning Reports for Council Consideration




## Development Agreements Executed



# Budget Summary

The Development Services operating budget includes expenditures of approximately $0.3 million or 1% of the Town's total operating expenditures.

The salaries and benefits budget has increased by approximately $6,000 due to benefit cost adjustments. An increase in materials and supplies is required for additional signage for the Committee of Adjustment but is offset by additional revenue for related applications.

The net budget has increased by approximately $4,000, or 3%.

The Development Services department also includes Planning and Building. The budget tables in this section exclude the budget for these branches as they are not tax supported and are included separately in this report. (see Tab 2)

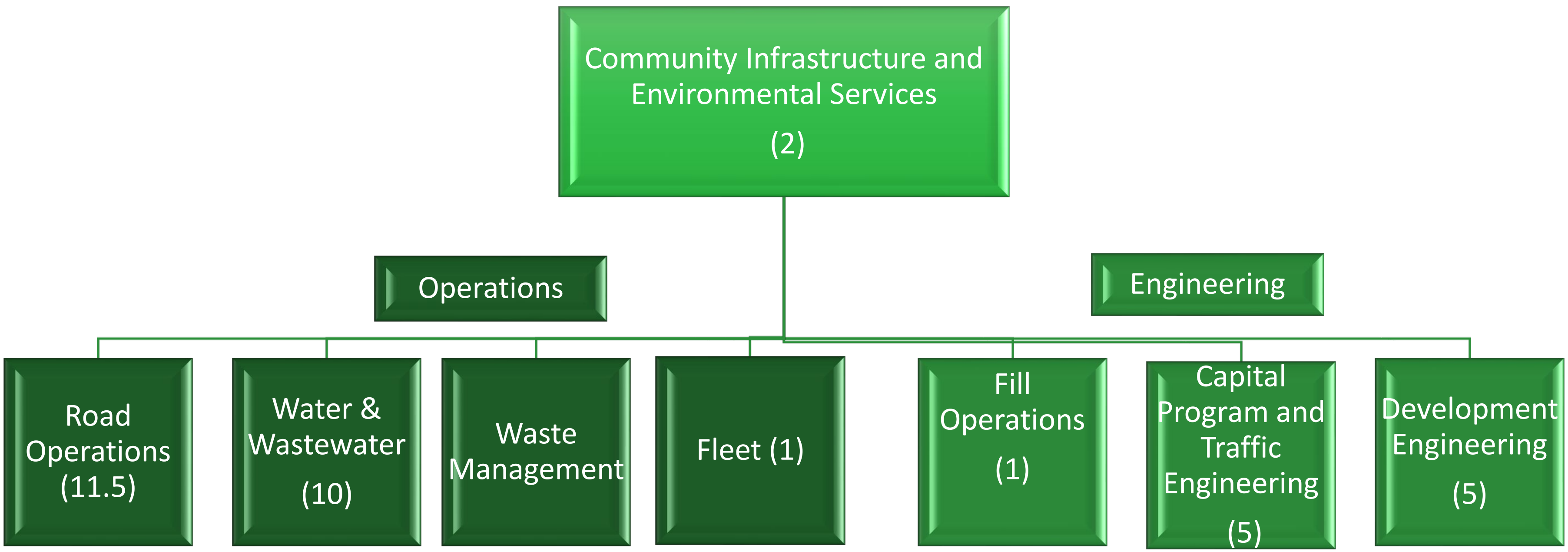
| Development Services<br>2022 Tax Supported Budget | Strategy & Admin | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|
| Expenditures | | | | | |
| Salaries and Benefits | 245,706 | 245,706 | 239,286 | 6,420 | 3% |
| Communications | 1,300 | 1,300 | 1,300 | | |
| Consultants | 5,580 | 5,580 | 5,580 | | |
| Courier and Mail Processing | 200 | 200 | 200 | | |
| Equipment and Vehicle | 2,500 | 2,500 | 2,500 | | |
| Materials and Supplies | 5,500 | 5,500 | 4,200 | 1,300 | 31% |
| Mileage | 5,700 | 5,700 | 5,700 | | |
| Training, Professional Development and Memberships | 5,988 | 5,988 | 5,988 | | |
| **Total Expenditures** | **272,474** | **272,474** | **264,754** | **7,720** | **3%** |
| | | | | | |
| Revenues | | | | | |
| Development Charges | (73,127) | (73,127) | (73,127) | | |
| Development Revenue | (34,000) | (34,000) | (30,740) | (3,260) | 11% |
| **Total Revenues** | **(107,127)** | **(107,127)** | **(103,867)** | **(3,260)** | **3%** |
| | | | | | |
| **Total Transfers** | | | | | |
| | | | | | |
| **NET BUDGET** | **165,347** | **165,347** | **160,887** | **4,460** | **3%** |

# Community Infrastructure & Environmental Services

The Community Infrastructure and Environmental Services department is responsible for:

- Operating and maintaining infrastructure: roads; sidewalks; streetlights; water/wastewater; storm water management; traffic engineering; fleet
- Planning for future infrastructure to accommodate growth including master plans and servicing
- Administering development approvals and agreements
- Administering applications covered by the Fill & Site Alteration by-law and monitoring activity
- Administering the waste program including the contract and environmental programs

The department is supported by 35.5 full time positions, 10 crossing guards and approximately 10 part-time / seasonal positions.



## 2022 Community Infrastructure & Environmental Services (CIES)

**Culture of Municipal Excellence**

- Support and develop all staff through a variety of training and engagement opportunities
- Coordinate with other municipalities for best practices (N6 Waste, Asset Management, etc.)
- Continue to effectively maintain road, water and wastewater and fleet assets
- Ongoing review and update of the Engineering Standards

**Quality Programs and Services**

- Administer the Waste Management Program:
  - Re-launch environmental programs such as textile, recycling, battery recycling and reuse days
  - Monitor changes to Blue Box Legislation and develop and implement the transition strategy with the N6
- Modernization of various systems and work flow enhancements
- Continue to work collaboratively with York Region in the planning and development of the Water Reclamation Centre or alternative
- Continue to refine and deliver a robust and efficient winter maintenance program
- Maintain the Town's Drinking Water Licenses
- Manage the Town's traffic and parking by-laws
- Implement the 40km/h town wide speed limit on local Municipal subdivision roads and check viability of speed reduction in school zones

**Development Engineering**

- Continue to review and approve development plans and inspection of new infrastructure

**Fill Operations**

- Proactively monitor fill activities and update/maintain the Fill By-Law based on changing regulations

**Responsible Growth & Environmental Protection**

- Proactively implement an updated service delivery plan to respond to growth including:
  - Maintenance of service levels during growth
  - Implement the multi-year fleet replacement strategy
  - Approve and implement the multi-year LED streetlight conversion strategy
  - Review and advance servicing strategies to support the Town's employment lands
- Maintain and update a 10-year Capital Plan for: Water and wastewater; Roads, Bridges, Sidewalks, Walkways, Street lights; Stormwater system, and Fleet
- Develop a multi-year Municipal Drain Strategy

**Development Engineering**

- Proactively implement an updated service delivery plan to respond to growth to manage development, approvals, and new growth
- Develop multi-year servicing strategies for Highway 404 employment lands and Green Lane Business Park

**Build Complete Communities**

- Update the Transportation and Water Wastewater Masterplans and Inputs for the DC Bylaw
- Develop and implement a multi-year robust asset management program and deliver the 2022 Asset Management Plan
- Develop a comprehensive workplan including public consultation for upgrades to Yonge Street in Holland Landing
- Proceed with the Centre Street Revitalization Project including public consultation and developing an implementation plan

**Development Engineering**

- Update Transportation and Water Wastewater Masterplans

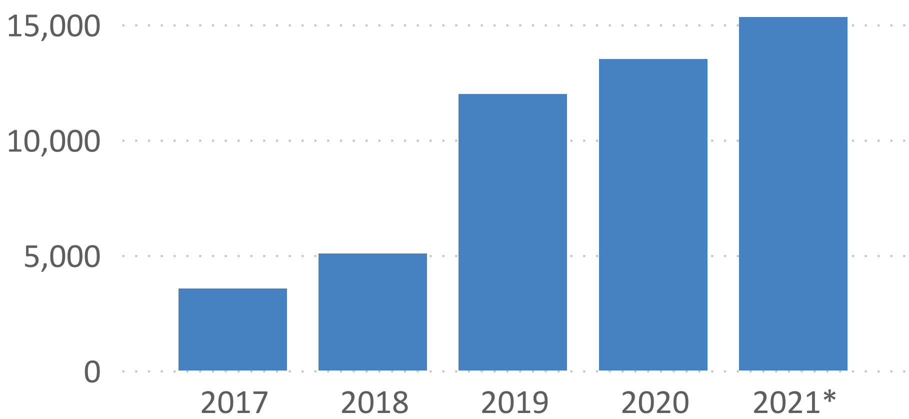
East Gwillimbury

# Community Infrastructure and Environmental Services

** All 2021 numbers have been estimated to year end for comparison purposes*

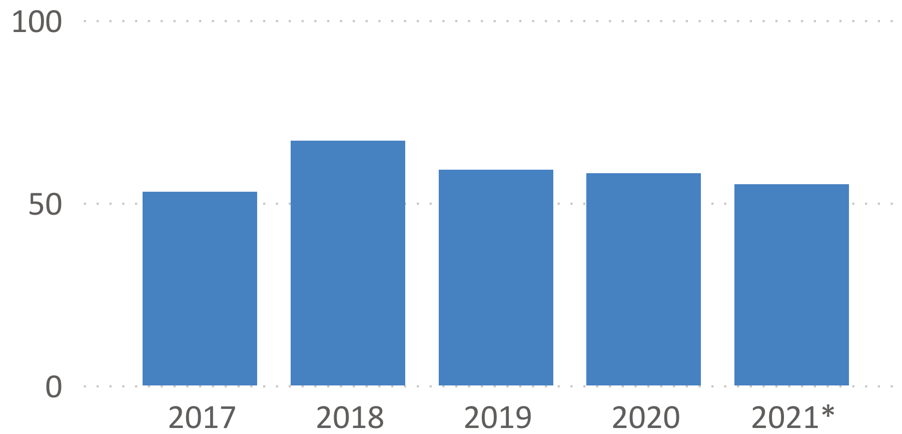
## Total Work Orders Tracked

Includes regular and emergency service requests by public and Council for operations work program



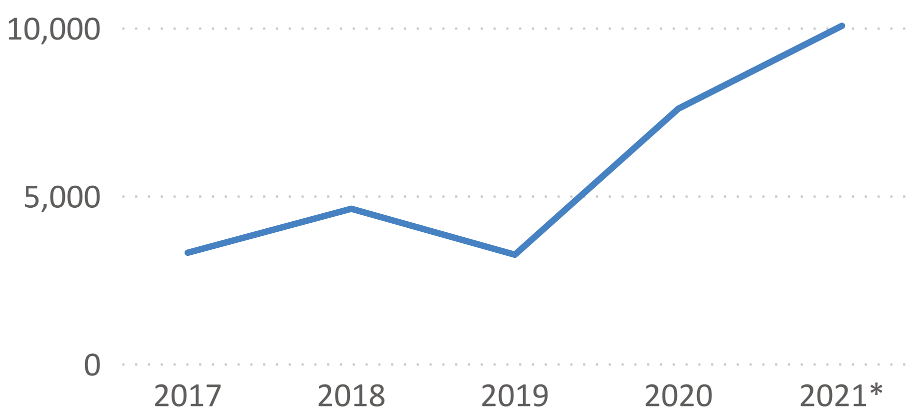

## Winter Operations Events

Any ice/snow weather related event requiring deployment of services



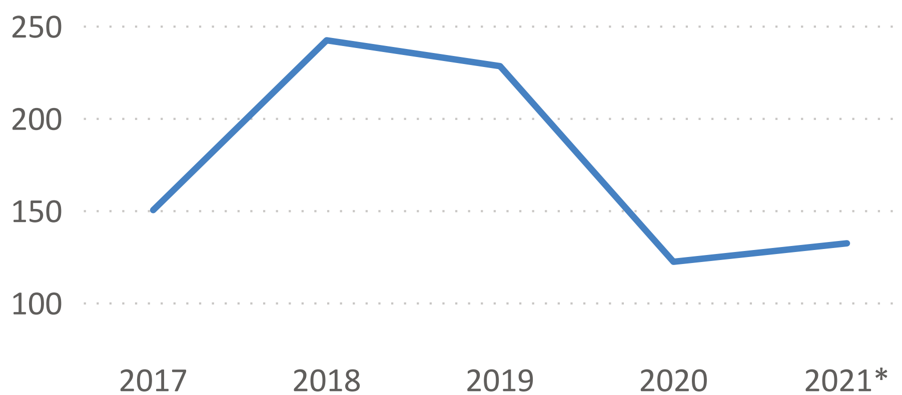

## Total Locate Requests

Locate requests for any property within the Town boundary for underground utilities/services




## Road Occupancy Permits Issued

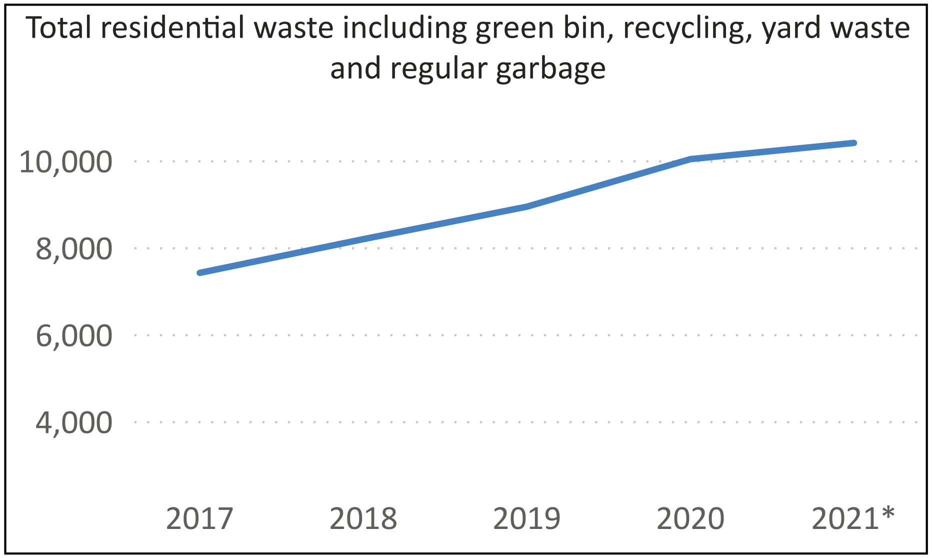
Permits issued for public or private work being performed on a Town right of way



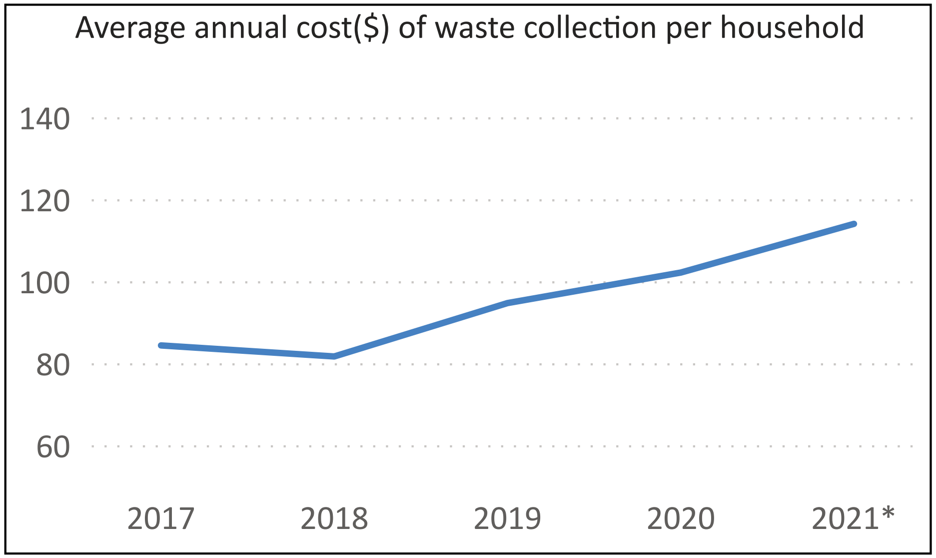
# Community Infrastructure and Environmental Services

** All 2021 numbers have been estimated to year end for comparison purposes*

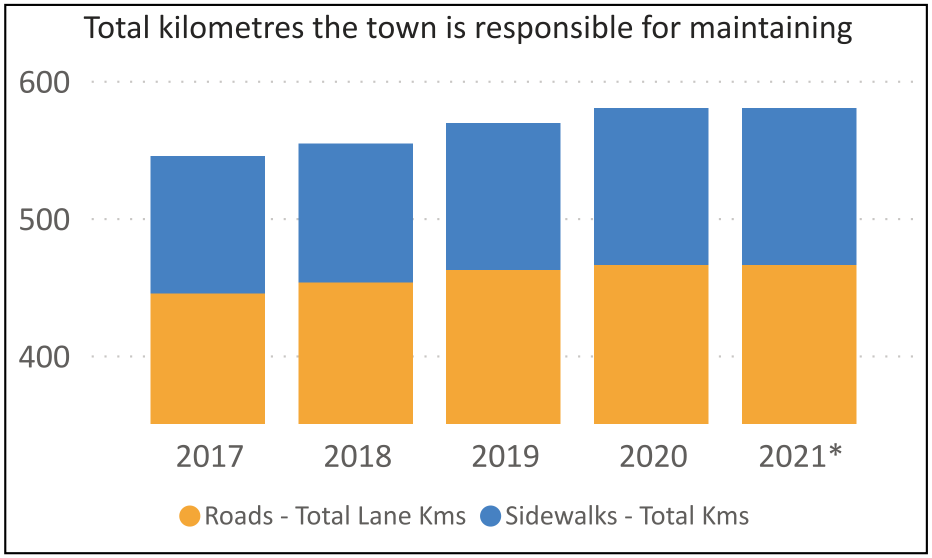
## Waste Management - Residential (Tonnes)



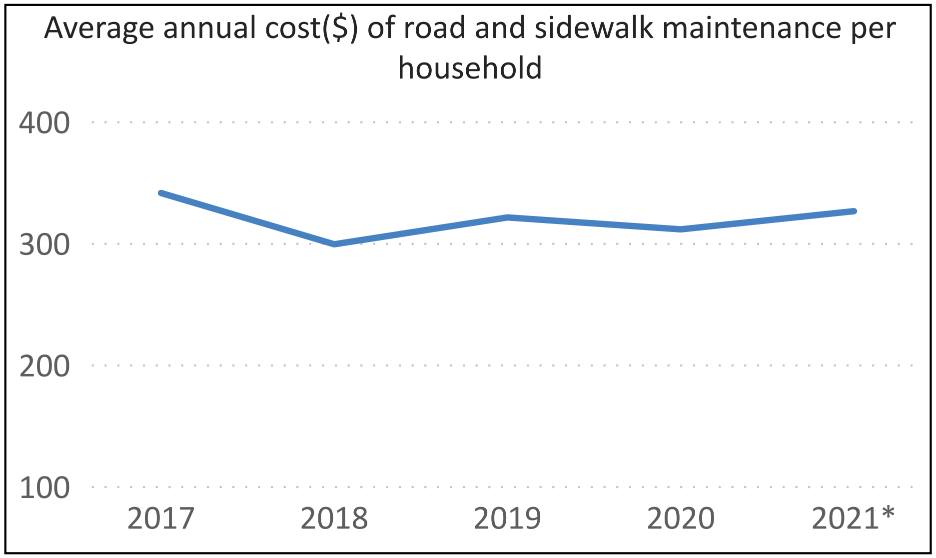

## Waste Collection Cost per Household




## Total Roads and Sidewalk KMs




## Road Maintenance Cost per Household

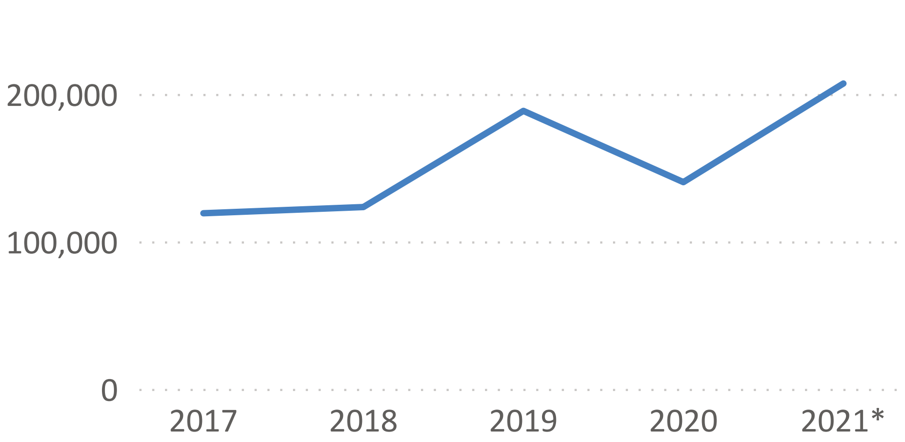


# Fill Operations and Development Engineering

** All 2021 numbers have been estimated to year end for comparison purposes*

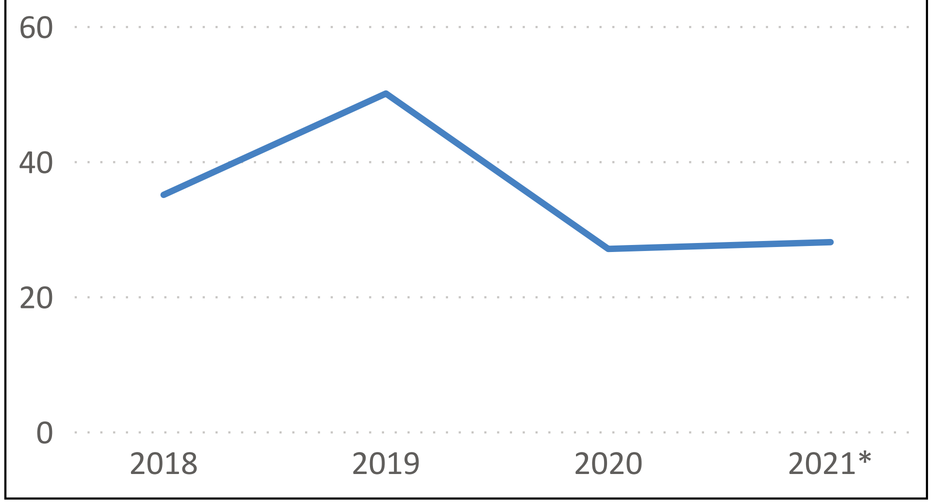
## Commercial Fill Volume Placed (m3)

Volume of fill placed at large scale sites requiring active monitoring & investigation



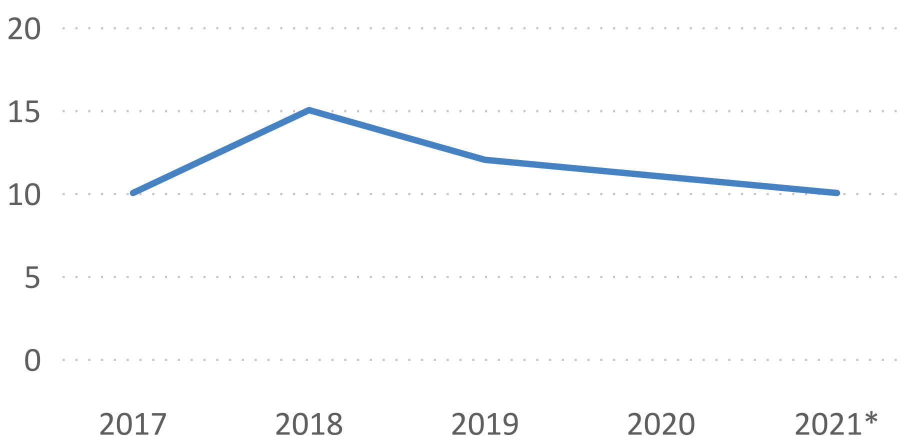

## Fill Sites Investigated

Includes site investigations for by-law compliance



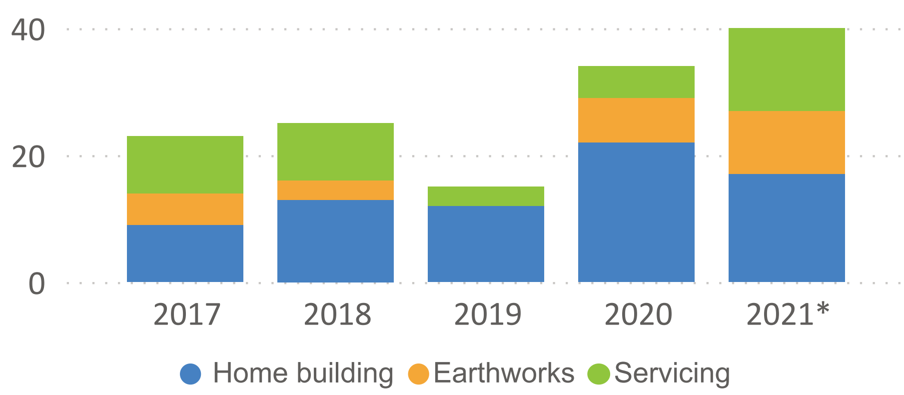

## Engineering Submissions

Includes new applications submitted for review, consideration and approval




## Active Sites

Planning applications that include work related to engineering design, earthworks, servicing, inspection and/or assumption of infrastructure



# Budget Summary

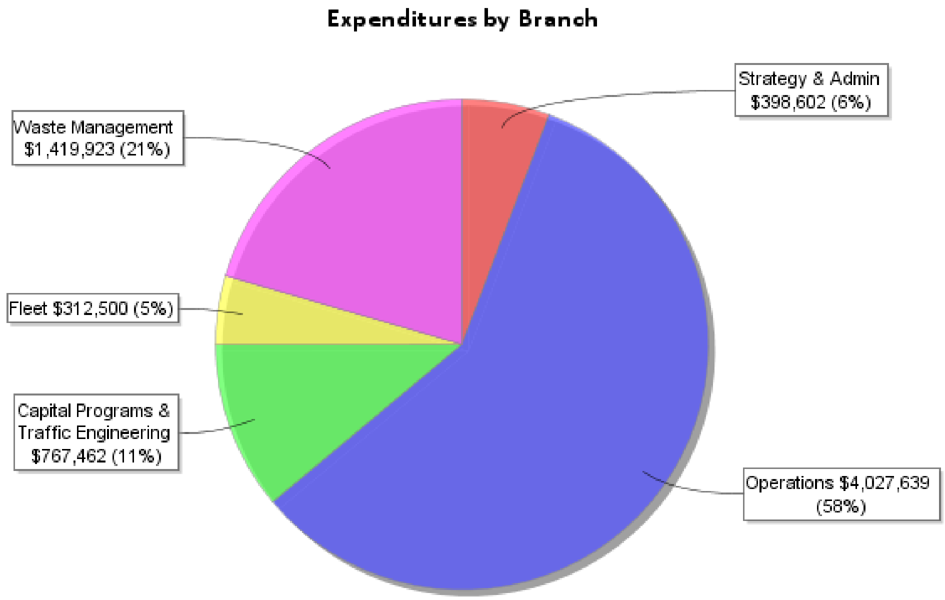
The Community Infrastructure and Environmental Services (CIES) operating budget includes expenditures of approximately $6.9 million or 24% of the Town's total operating expenditures.

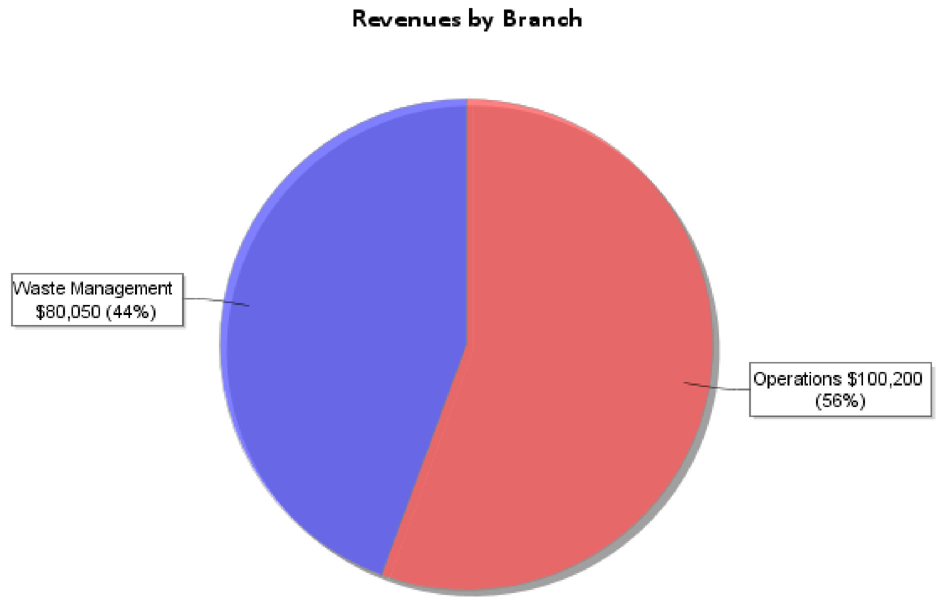
The salary and benefit budget for CIES has increased by approximately $116,000 resulting from step increases and benefit cost adjustments. The increase to the public works and waste collection components of the budget of approximately $142,000 is due to the increased growth and servicing requirements in the Town. An increase of approximately $12,000 in the indirect corporate costs is related to a reduced amount of salaries charged to capital projects.

Overall, the net budget is increasing by approximately $270,000 or 4%.

The CIES department also includes the Water and Wastewater branch, Development Engineering branch and the Fill Operations branch. The budget tables in this section exclude the budget for these branches as they are not tax supported and are included separately in this report. (see Tabs 2 & 3)

| **Community Infrastructure & Environmental Services 2022 Tax Supported Budget** | **Strategy & Admin** | **Operations** | **Capital Programs & Traffic Engineering** | **Fleet** | **Waste Management** | **2022 Budget** | **2021 Budget** | **Variance $** | **Variance %** |
|---|---|---|---|---|---|---|---|---|---|
| Expenditures | | | | | | | | | |
| Salaries and Benefits | 352,773 | 1,774,701 | 890,103 | | | 3,017,577 | 2,901,619 | 115,958 | 4% |
| Communications | 2,500 | 8,640 | 1,500 | | | 12,640 | 12,640 | | |
| Consultants | | 16,500 | | | | 16,500 | 16,500 | | |
| Contracted Services | | 212,880 | 28,035 | | 17,765 | 258,680 | 258,680 | | |
| Courier and Mail Processing | 800 | | | | 1,320 | 2,120 | 2,120 | | |
| Equipment and Vehicle | 4,000 | 20,350 | | | | 24,350 | 24,350 | | |
| Equipment Repair | | | | 101,000 | | 101,000 | 101,000 | | |
| Materials and Supplies | 19,750 | 183,060 | 250 | 211,500 | 67,820 | 482,380 | 482,380 | | |
| Mileage | 800 | 4,560 | 3,000 | | | 8,360 | 8,360 | | |
| Public Works | | 1,355,490 | 5,400 | | | 1,360,890 | 1,282,590 | 78,300 | 6% |
| Software Licences and Maintenance | 12,700 | | | | | 12,700 | 12,700 | | |
| Training, Professional Development and Memberships | 5,279 | 11,871 | 9,616 | | | 26,766 | 26,766 | | |
| Uniforms and Safety Clothing | | 10,000 | 2,000 | | | 12,000 | 12,000 | | |
| Utilities | | 472,260 | | | | 472,260 | 472,260 | | |
| Waste Collection | | | | | 1,333,018 | 1,333,018 | 1,269,593 | 63,425 | 5% |
| Indirect Corporate Costs | | (42,673) | (172,442) | | | (215,115) | (227,039) | 11,924 | (5%) |
| **Total Expenditures** | **398,602** | **4,027,639** | **767,462** | **312,500** | **1,419,923** | **6,926,126** | **6,656,519** | **269,607** | **4%** |
| | | | | | | | | | |
| Revenues | | | | | | | | | |
| Development Revenue | | (8,200) | | | | (8,200) | (8,200) | | |
| Grants | | | | | (75,000) | (75,000) | (75,000) | | |
| Recoveries and Contributions from Developers | | (6,000) | | | | (6,000) | (6,000) | | |
| Sales | | (1,000) | | | (5,050) | (6,050) | (6,050) | | |
| Services to Other Municipalities | | (35,000) | | | | (35,000) | (35,000) | | |
| User Fees | | (50,000) | | | | (50,000) | (50,000) | | |
| **Total Revenues** | | **(100,200)** | | | **(80,050)** | **(180,250)** | **(180,250)** | | |
| | | | | | | | | | |
| Transfers | | | | | | | | | |
| Contributions to Reserves | | | 453,000 | 262,903 | | 715,903 | 715,903 | | |
| **Total Transfers** | | | **453,000** | **262,903** | | **715,903** | **715,903** | | |
| | | | | | | | | | |
| **NET BUDGET** | **398,602** | **3,927,439** | **1,220,462** | **575,403** | **1,339,873** | **7,461,779** | **7,192,172** | **269,607** | **4%** |


Expenditures by Branch
Strategy & Admin $398,602 (6%)
Waste Management $1,419,923 (21%)
Fleet $312,500 (5%)
Capital Programs & Traffic Engineering $767,462 (11%)
Operations $4,027,639 (58%)


Revenues by Branch
Waste Management $80,050 (44%)
Operations $100,200 (56%)

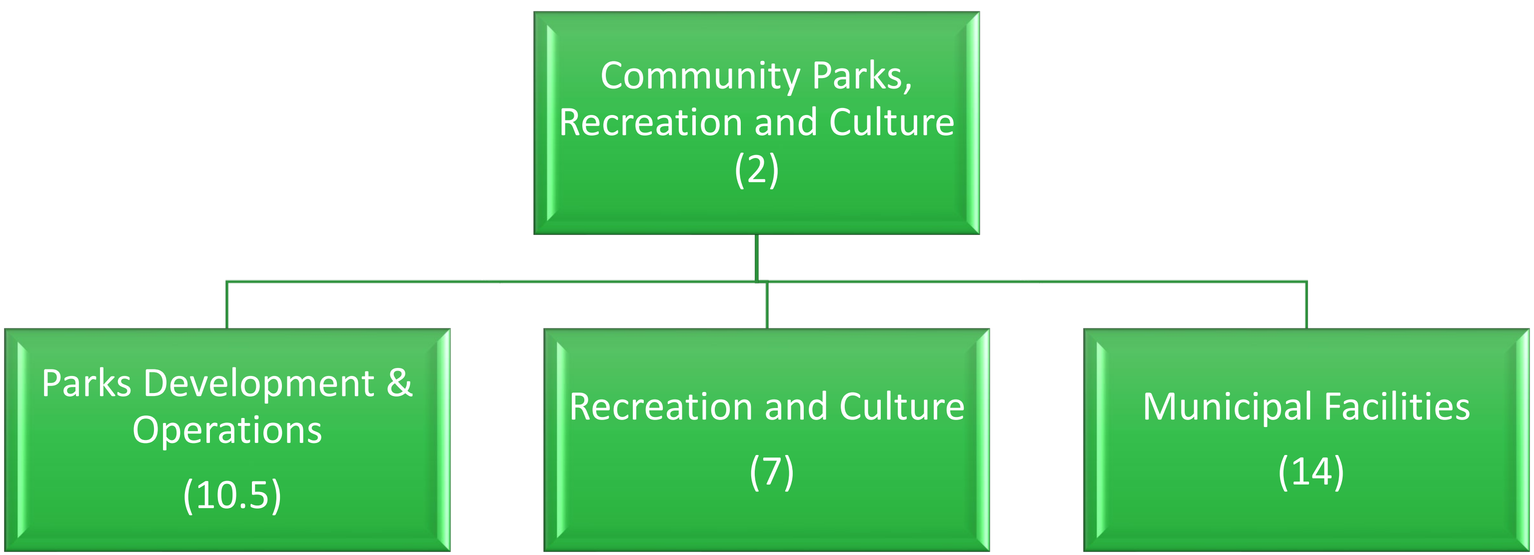
# Community Parks, Recreation and Culture

The Community Parks, Recreation and Culture Department ensures residents have a variety of high quality parks, recreation and cultural opportunities and experiences creating constructive, healthy and active lifestyle for residents.

The department is responsible for the following core business functions:

- Facility design, construction maintenance and operations;
- New park development, park, trail and open space design, construction, maintenance and operations;
- Streetscape and public space urban design and construction;
- Recreation programming, special events, volunteerism, partnerships and community engagement and facility permit administration.

The department is supported by 33.5 full time positions and approximately 95 part-time, seasonal and student positions.



## 2022 Community Parks, Culture & Recreation (CPRC)

**Culture of Municipal Excellence**

- Work with Human Resources and departments to determine hybrid work options
- Continue to develop and offer creative, diverse, and innovative program and event options including virtual programming and partnerships with the EG Public Library and Sharon Temple
- Continue to implement environmentally friendly conservation and demand management technology within facilities and parks infrastructure

**Quality Programs and Services**

- Continue to responsibly manage the impacts of COVID 19 including the loss of revenue and mitigation of operating expenses
- Contribute to the development of a financial plan for the construction and operation of the Health & Active Living Plaza

**Responsible Growth & Environmental Protection**

- Continue with and complete the Active Transportation and Trails Master Plan (ATTMP) update including mapping, priorities and standards with a focus on pedestrian signage and safety
- Complete initial concepts for the Sports Complex facility and site redevelopment project and conduct public outreach
- Develop terms of reference and possible agreement for a private public partnership opportunities for a multi-sport dome facility

**Park Development**

- Conduct comprehensive community consultation to develop the design of the Emily Park reconstruction and Simcoe Trail Extension

**Build Complete Communities**

- Complete the detailed design of the new Health & Active Living Plaza, pre-qualification of general contractors, final estimate and budget that contribute to the financial strategy
- Plan park, trail and facility opening events when safe to do so
- Working with the Province, contribute to the concept and detailed design of the EG/Bradford Link
- Contribute to streetscape and urban design improvement projects including the signature planter program, and revitalization projects (Holland Landing/Yonge Street, Mount Albert and Yonge and Green Lane)

**Park Development**

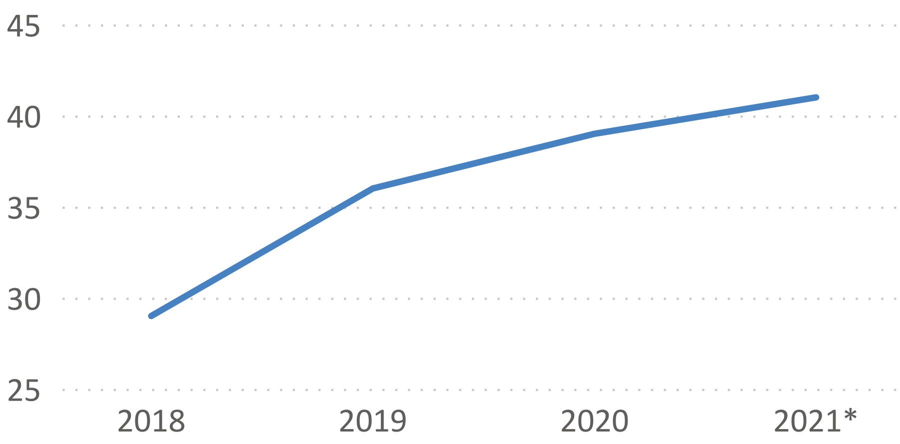
- Complete key park and trail connection developments within each community

# Park Operations

** All 2021 numbers have been estimated to year end for comparison purposes*

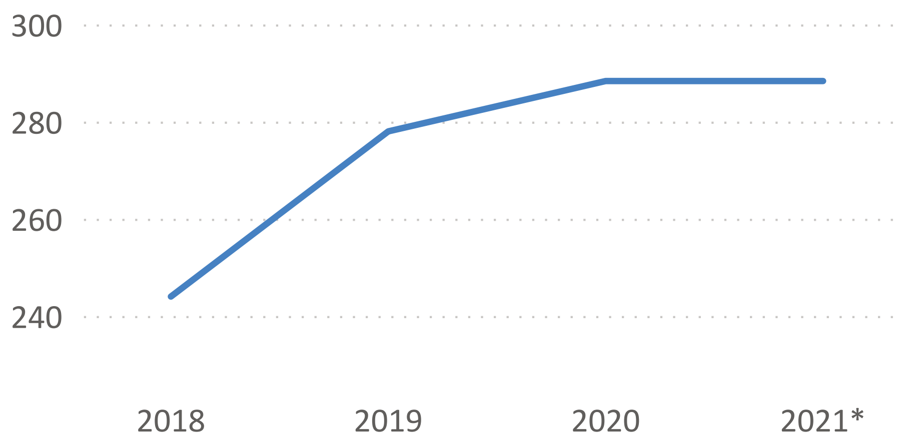
## Number of Parks

Park locations include various amenities including playgrounds, sports fields and courts, shade structures, site furniture



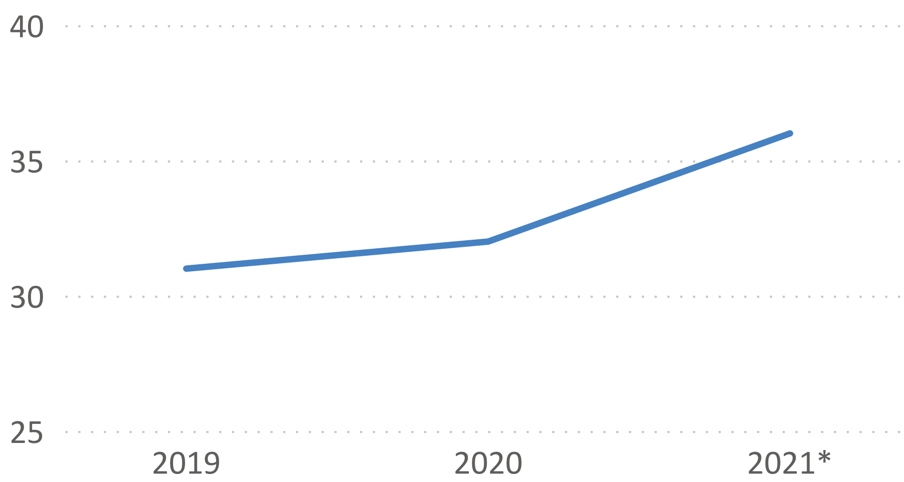

## Parkland Acreage

Acres of parkland includes neighbourhood and community parks, woodlots and open spaces



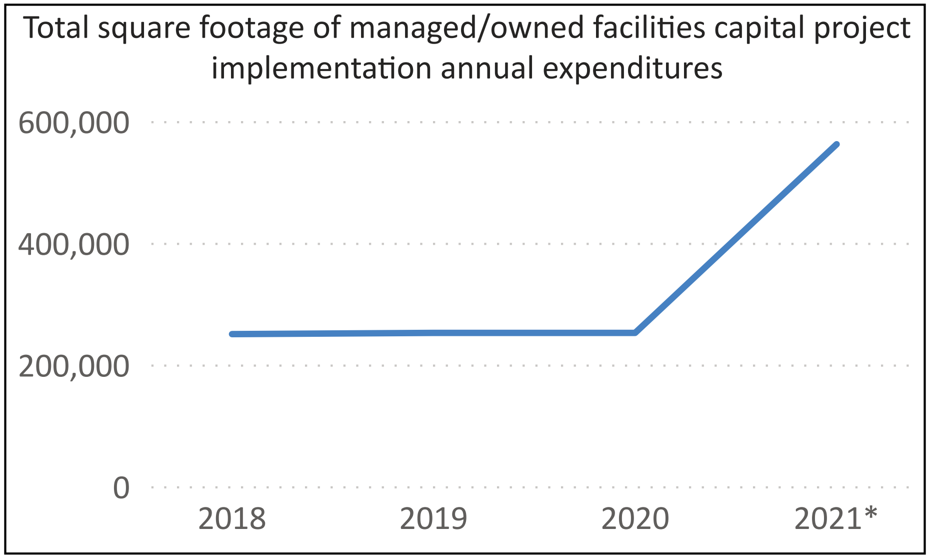

## Active Transportation & Trails - Total KMs

Includes active transportation and passive recreational trails

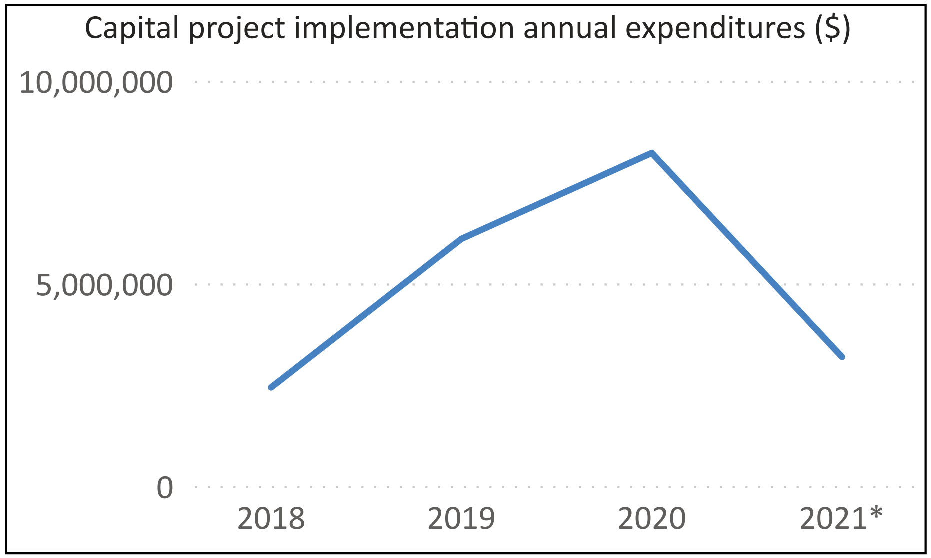


** All 2021 numbers have been estimated to year end for comparison purposes*

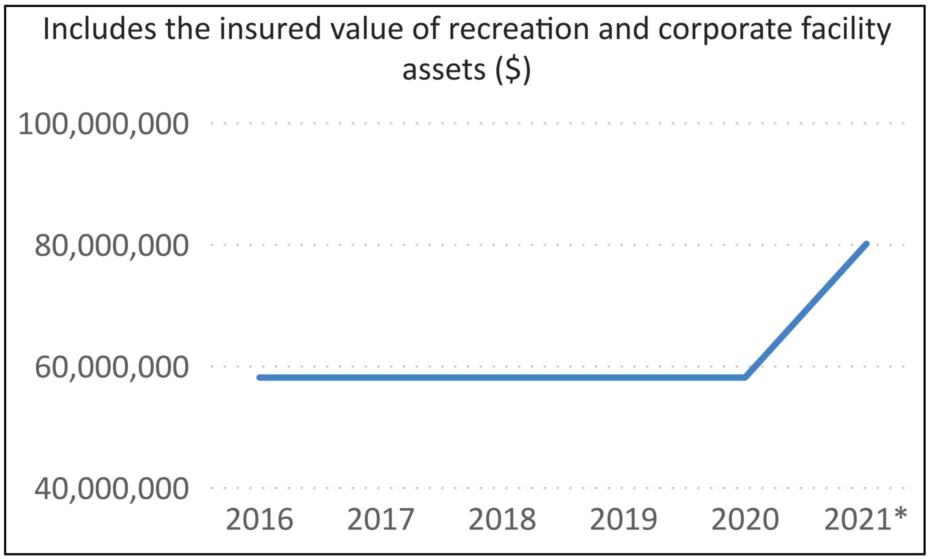
## Facilities - Managed/Owned




## Capital Projects - Annual Expenditures



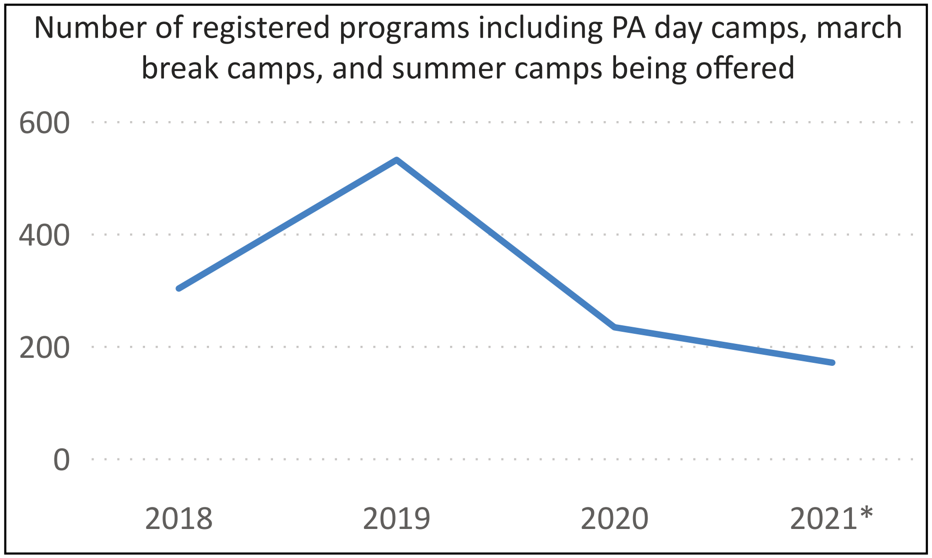

## Insured Facilities Assets



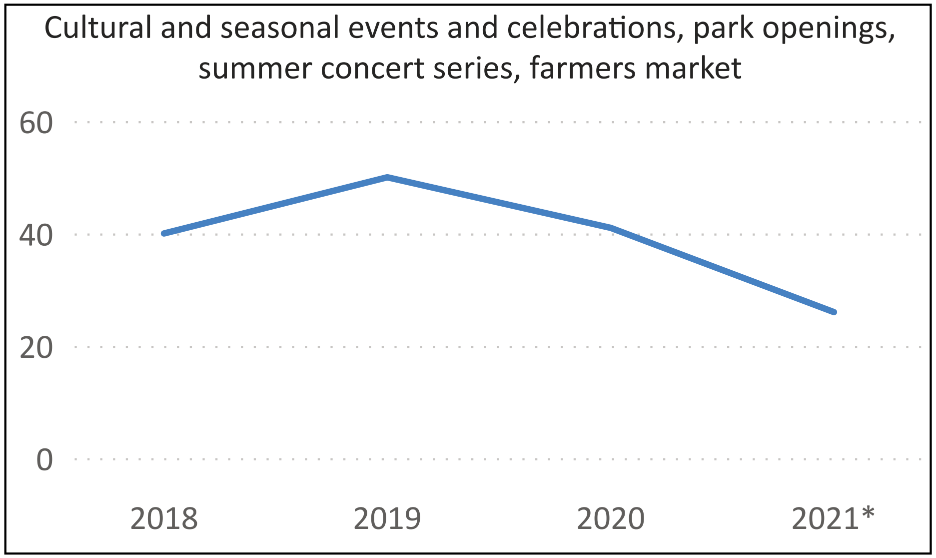
# Recreation and Culture

** All 2021 numbers have been estimated to year end for comparison purposes*

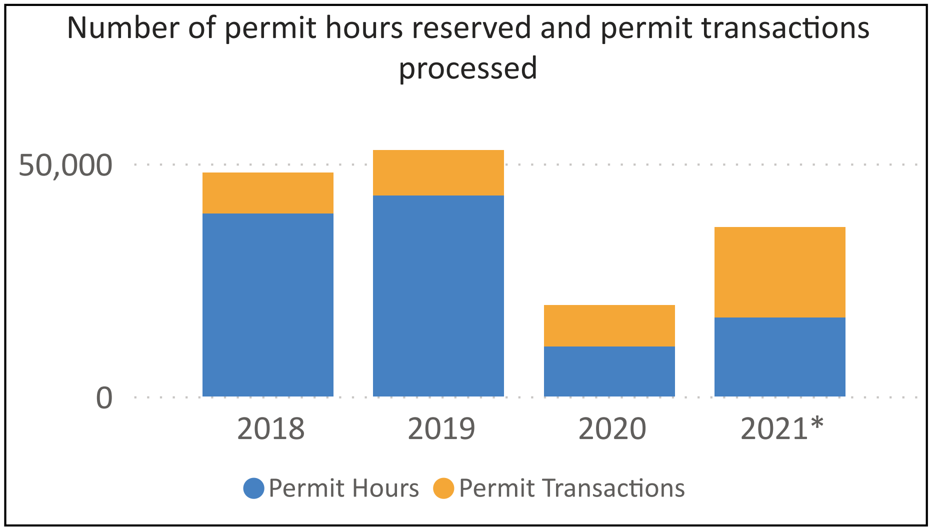
## Registered Programs Offered



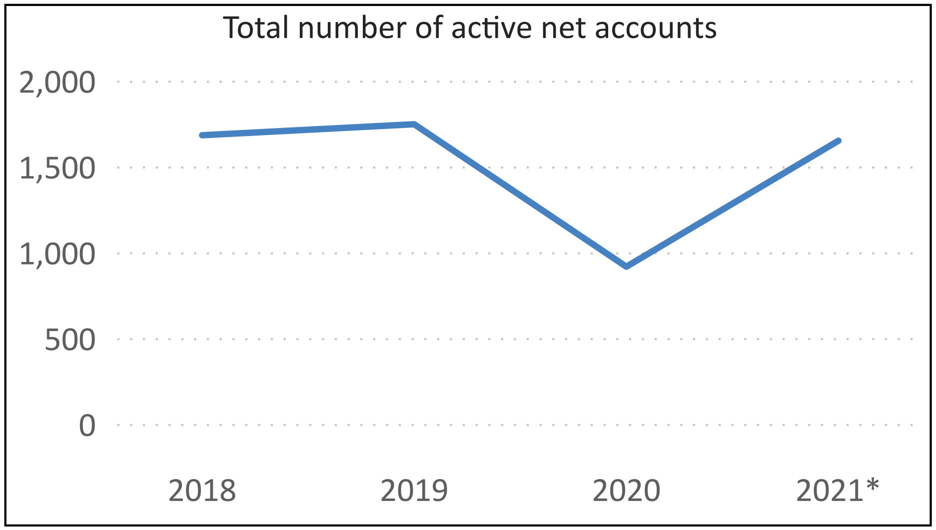

## Special Events Held




## Permit Hours & Permit Transactions




## Active Net Accounts




**2020/2021 Reduction in programs and permits due to COVID-19. Offset by a reduction in cost.**

# Budget Summary

The Community Parks, Recreation and Culture (CPRC) operating budget includes expenditures of approximately $6.9 million, or 24% of the Town's total operating expenditures.

The salary and benefits budget for CPRC has increased by approximately $233,000. This includes additional part time staff in recreation programs, as well as step increases and benefit cost adjustments.

The equipment and vehicle budget is increasing by $20,000. This is due to $15,000 increased costs of rental trucks to manage the parks operations program, as well as $5,000 increased small equipment and tools costs for management of the Operations Centre.

The increase of approximately $50,000 in property and building maintenance is due to additional preventative maintenance requirements for air systems, septic drains, fire safety and security at the Operations Centre. An increase in utility costs of $30,000 has also been included to allow for a full year of occupying the Operations Centre.

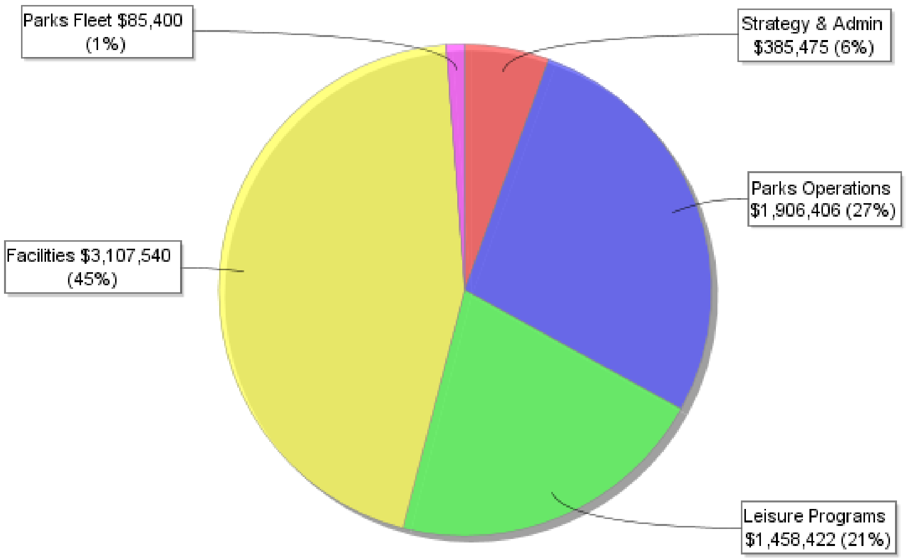
An expanded aquatics program accounts for approximately $54,000 of the part time staff increase, as well as $13,000 of the rent increase. These costs have been partially offset by an increase of $55,000 in revenue.

There is a provision for one time costs associated with COVID included in the budget in the amount of $192,300. These costs are for compliance with public health requirements for active screeners at facilities and enhanced cleaning procedures. These costs have been funded by a draw from reserve where the remaining provincial and federal funding was deposited.

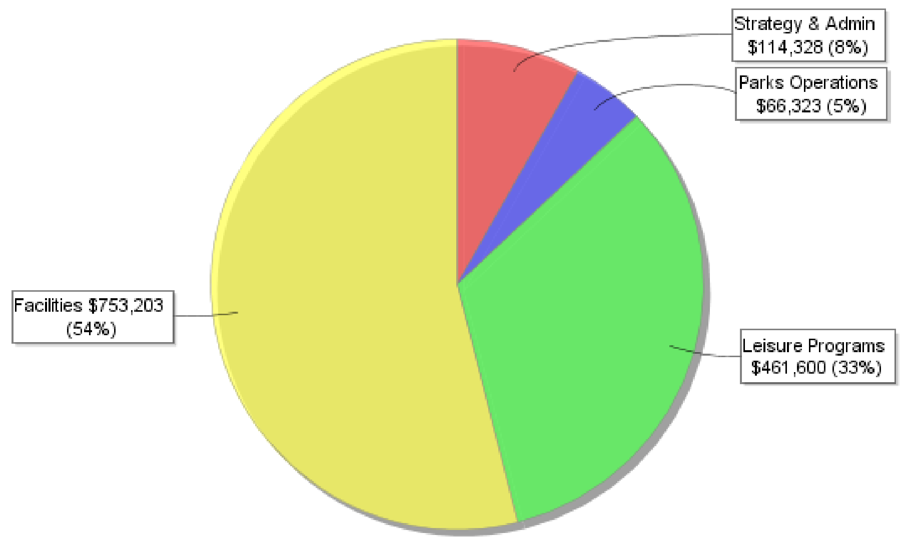
The net budget is increasing by approximately $326,000 or 6%.

| Community Parks, Recreation & Culture 2022 Tax Supported Budget | Strategy & Admin | Parks Operations | Leisure Programs | Facilities | Parks Fleet | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|---|---|---|
| Expenditures | | | | | | | | | |
| Salaries and Benefits | 347,042 | 1,280,728 | 1,054,472 | 1,845,860 | | 4,528,102 | 4,294,615 | 233,487 | 5% |
| Advertising | 800 | | 1,000 | | | 1,800 | 1,800 | | |
| Communications | 4,660 | 5,500 | | 4,270 | | 14,430 | 14,430 | | |
| Contracted Services | | 58,800 | 51,500 | 65,323 | 4,200 | 179,823 | 174,823 | 5,000 | 3% |
| Courier and Mail Processing | 550 | | | | | 550 | 550 | | |
| Equipment and Vehicle | | 39,500 | 4,000 | 42,240 | | 85,740 | 65,740 | 20,000 | 30% |
| Equipment Repair | | 2,000 | | 83,527 | 32,700 | 118,227 | 118,227 | | |
| Insurance | | 2,100 | | | | 2,100 | 2,100 | | |
| Materials and Supplies | 6,900 | 110,450 | 38,700 | 71,520 | 48,500 | 276,070 | 281,070 | (5,000) | (2%) |
| Mileage | 3,000 | 500 | 2,000 | 2,600 | | 8,100 | 8,100 | | |
| Program Instructors | | | 127,700 | | | 127,700 | 127,700 | | |
| Property and Building Maintenance | | 81,000 | | 219,000 | | 300,000 | 249,500 | 50,500 | 20% |
| Public Works | | 9,000 | | | | 9,000 | 9,000 | | |
| Rent | | | 28,200 | 85,226 | | 113,426 | 95,128 | 18,298 | 19% |
| Software Licences and Maintenance | 5,800 | | | | | 5,800 | 5,800 | | |
| Training, Professional Development and Memberships | 16,223 | 8,500 | 6,000 | 6,776 | | 37,499 | 37,499 | | |
| Uniforms and Safety Clothing | 500 | 8,500 | 2,350 | 6,700 | | 18,050 | 18,050 | | |
| Utilities | | 176,730 | | 717,698 | | 894,428 | 864,428 | 30,000 | 3% |
| Indirect Corporate Costs | | 123,098 | (3,000) | (90,000) | | 30,098 | 19,922 | 10,176 | 51% |
| COVID One Time Costs | | | 145,500 | 46,800 | | 192,300 | (100,000) | 292,300 | (292%) |
| **Total Expenditures** | **385,475** | **1,906,406** | **1,458,422** | **3,107,540** | **85,400** | **6,943,243** | **6,288,482** | **654,761** | **10%** |
| | | | | | | | | | |
| Revenues | | | | | | | | | |
| Development Charges | (114,328) | | | | | (114,328) | (114,328) | | |
| Grants | | (615) | | | | (615) | (615) | | |
| Library | | | | (91,406) | | (91,406) | (90,265) | (1,141) | 1% |
| Sales | | | | (17,590) | | (17,590) | (17,590) | | |
| User Fees | | (65,708) | (461,600) | (644,207) | | (1,171,515) | (1,116,515) | (55,000) | 5% |
| **Total Revenues** | **(114,328)** | **(66,323)** | **(461,600)** | **(753,203)** | | **(1,395,454)** | **(1,339,313)** | **(56,141)** | **4%** |
| | | | | | | | | | |
| Transfers | | | | | | | | | |
| Contributions to Reserves | | | | 432,238 | 174,878 | 607,116 | 607,116 | | |
| Draw from Reserves | (12,703) | | (145,500) | (297,300) | | (455,503) | (183,203) | (272,300) | 149% |
| **Total Transfers** | **(12,703)** | | **(145,500)** | **134,938** | **174,878** | **151,613** | **423,913** | **(272,300)** | **(64%)** |
| | | | | | | | | | |
| **NET BUDGET** | **258,444** | **1,840,083** | **851,322** | **2,489,275** | **260,278** | **5,699,402** | **5,373,082** | **326,320** | **6%** |

Expenditures by Branch



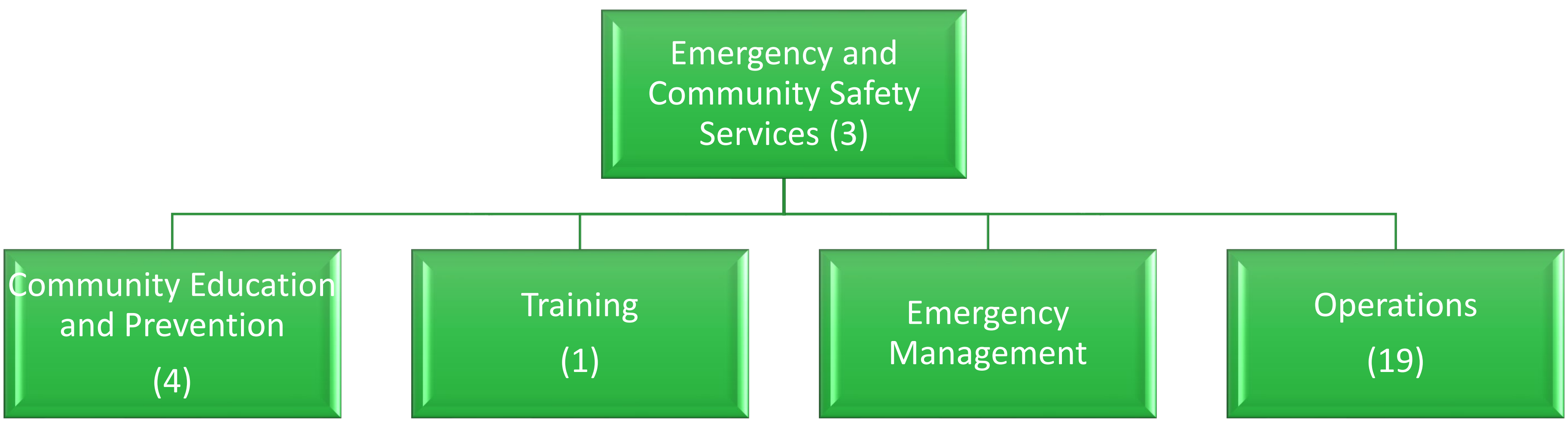

Revenues by Branch



# Emergency and Community Safety Services

The Emergency and Community Safety Services Department enhances the fire and life safety of the Town's residents, businesses and visitors by: delivering public education programs; performing prevention inspections and enforcement; ensuring emergency management through an essential Emergency Management Program; and providing effective suppression, rescue, and medical response which includes personnel and equipment.

The composite department is supported by 27 full time positions and a roster of ± 81 paid-on-call firefighters.



## 2022 Emergency & Community Safety Services (ECSS)

**Culture of Municipal Excellence**

- Continue to provide support and develop all staff and officer groups through a variety of training and development opportunities
- Service delivery review in collaboration with Town of Georgina
- Transition to fulltime Assistant Deputy Chief to support operations and management team.
- Support the PTSD Prevention Plan with mental health training for all ECSS members
- Develop a data reporting tool for frontline operations, training and prevention teams that provides an overview of current operations
- Continue partnership with Fire and Emergency Services Training Institute to develop specific training programs for leadership and response capabilities
- Continue the partnership with YRP to conduct joint inspection and investigation of illegal cannabis production sites and prosecute producers growing of cannabis in violation of Town's Zoning By-law

**Quality Programs and Services**

- Continue to champion Smoke/CO Program
- Investigate modernization tools and technology to further advance internal workflows throughout the department
- Identify simulation technology to support advanced training and the further development of the incident command model
- Conduct review of the Establishing and Regulating By-law to ensure it reflects the current and growing needs of the community
- Achieve legislative compliance in Emergency Management with the Province and York Region

**Responsible Growth & Environmental Protection**

- Continue planning and analysis for fourth Fire Station and investigate opportunities to secure land and commence developing the scope of requirements for the project
- Conduct a Paid on Call Firefighter recruitment
- Review of current Fire Master Plan in collaboration with the service delivery review (Town of Georgina)
- Develop a Flood Contingency Plan for Emergency Plan, with support from York Region and LSRCA

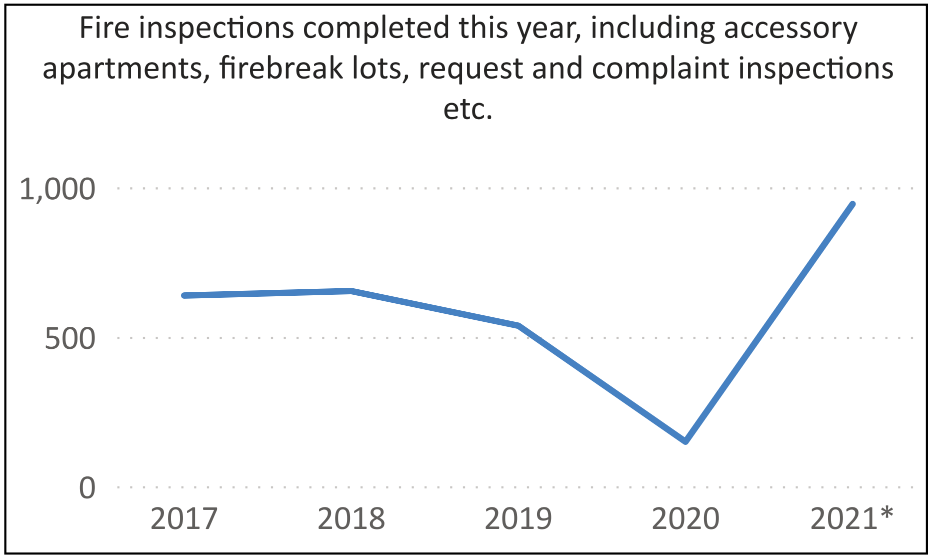
**Build Complete Communities**

- Manage fleet replacement cycle
- Capital Asset Management , i.e. bunker gear, specialty tools and equipment replacement based on useful lifecycle
- Re-establish N6 Fire Service collaboration initiatives
- Continue to build and foster relationships with community, internal and external partners

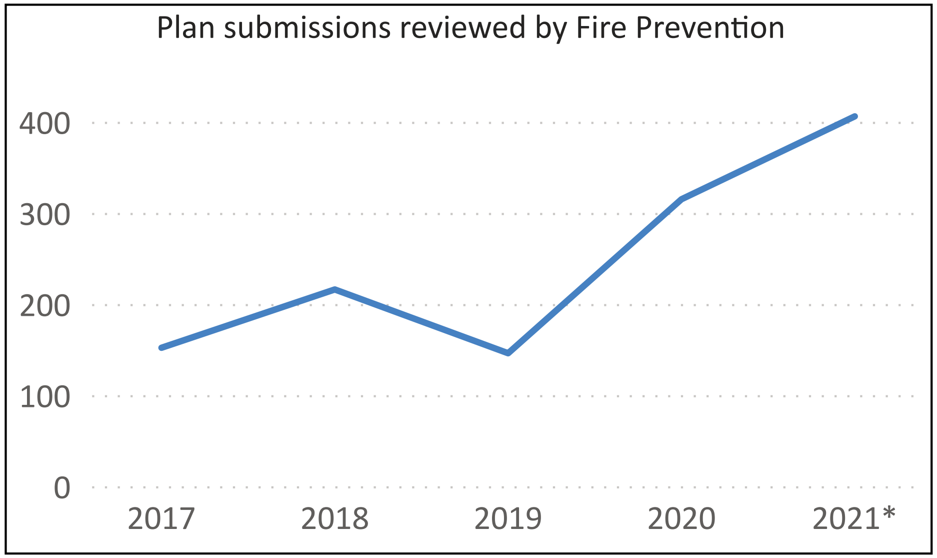
# Community Education and Prevention

** All 2021 numbers have been estimated to year end for comparison purposes*

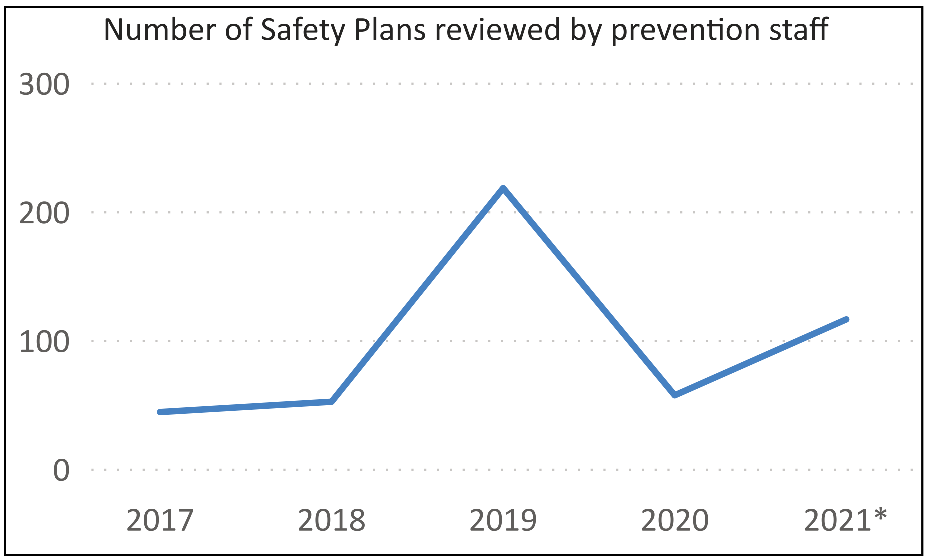
## Inspections - Fire




## Plans Review



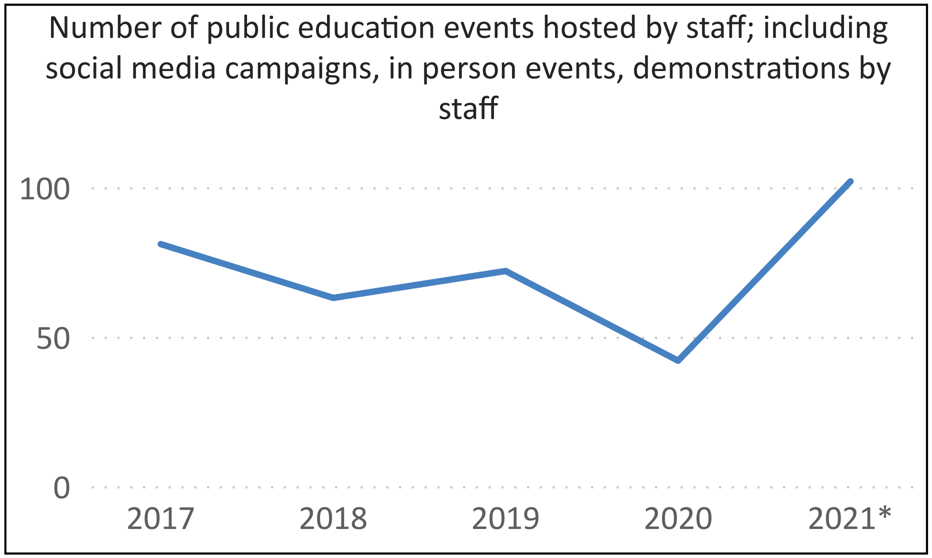

## Fire Safety Plans



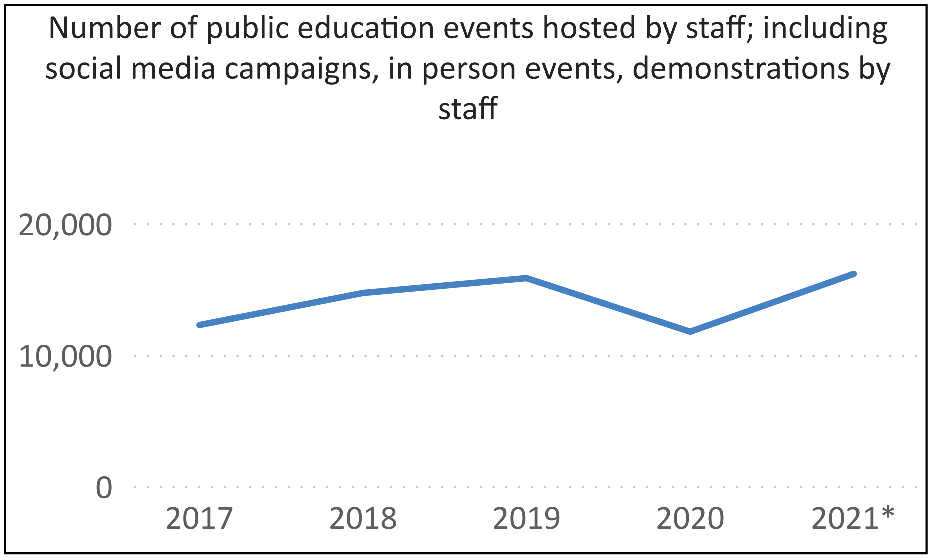
# Community Education and Prevention

** All 2021 numbers have been estimated to year end for comparison purposes*

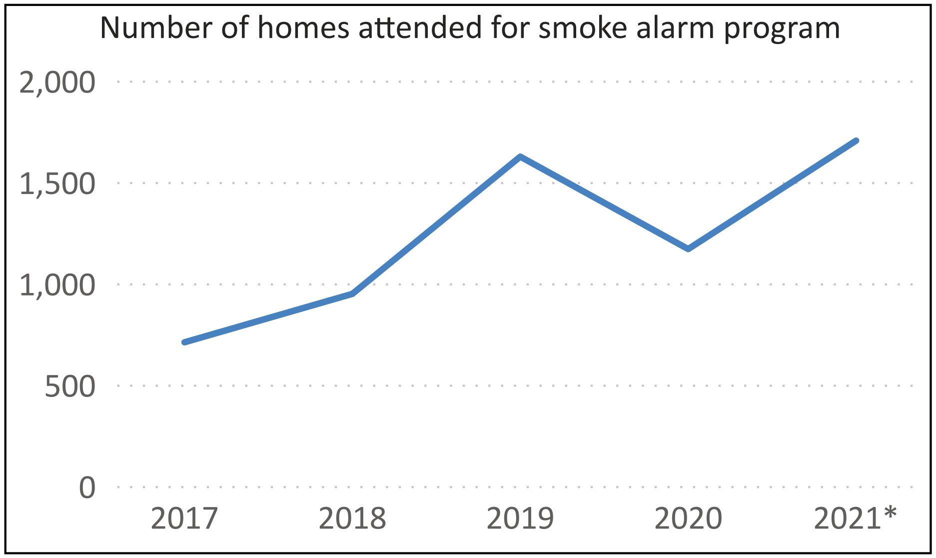
Public Education Activities (Events/Demonstrations)




Public Education Engagement (Population)

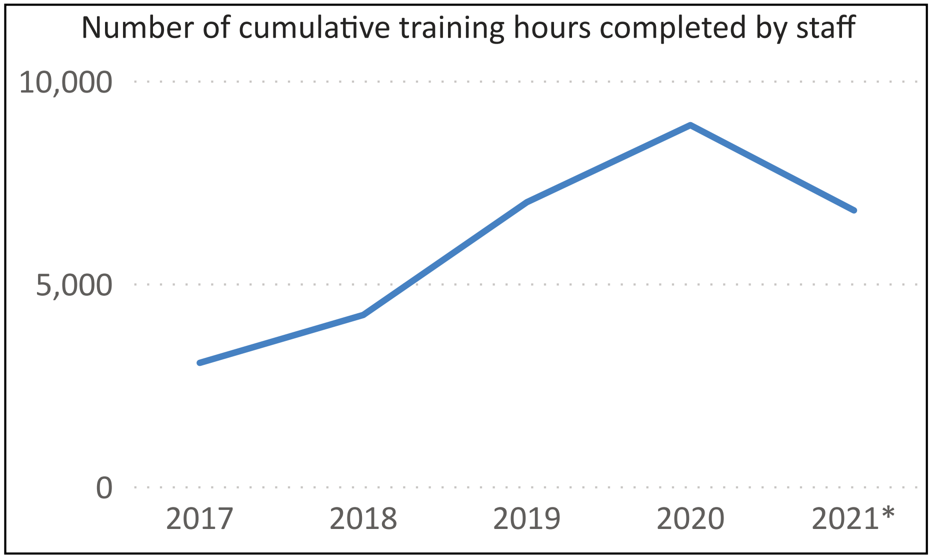



Homes Visits in the Smoke Alarm/CO Program

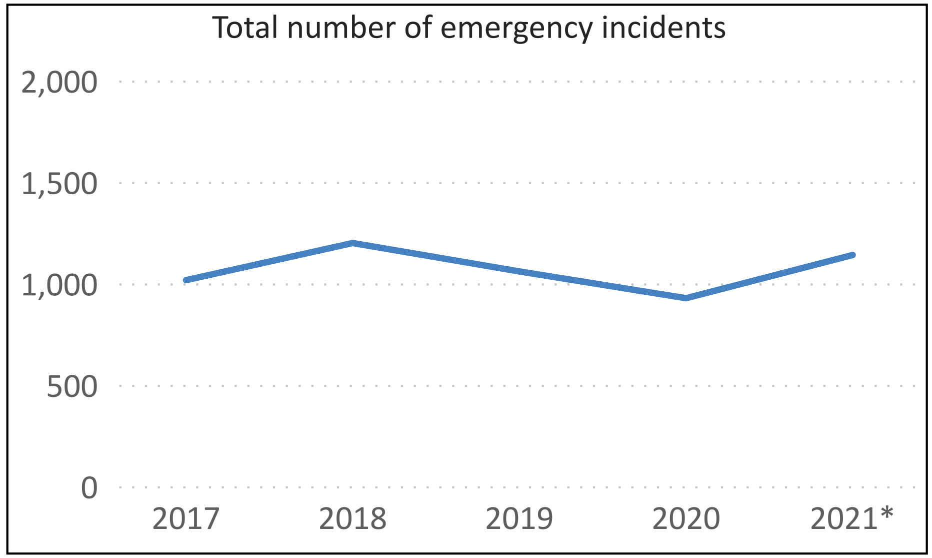


** All 2021 numbers have been estimated to year end for comparison purposes*

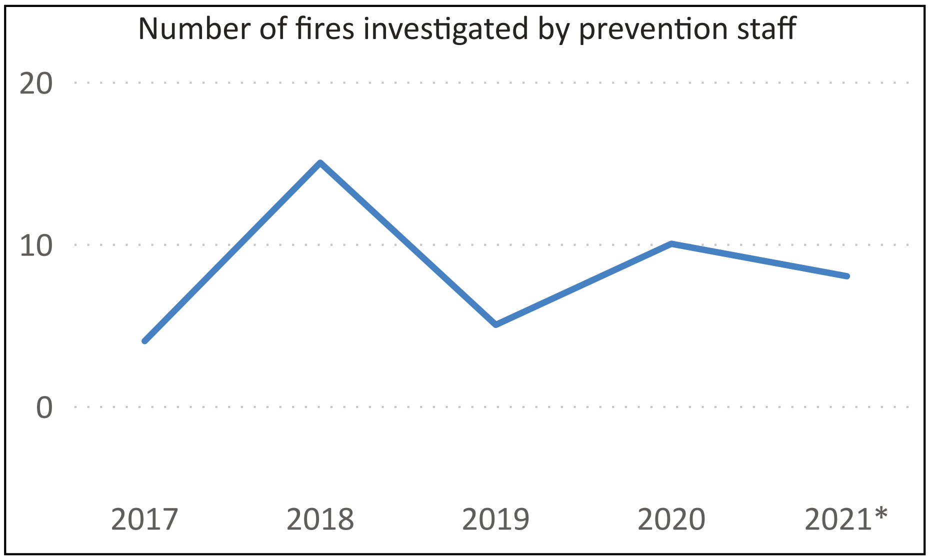
## Training Hours




## Emergency Incidents




## Fire Investigations



# Budget Summary

The Emergency and Community Safety Services operating budget includes expenditures of approximately $5.3 million or 19% of the Town's total operating expenditures.

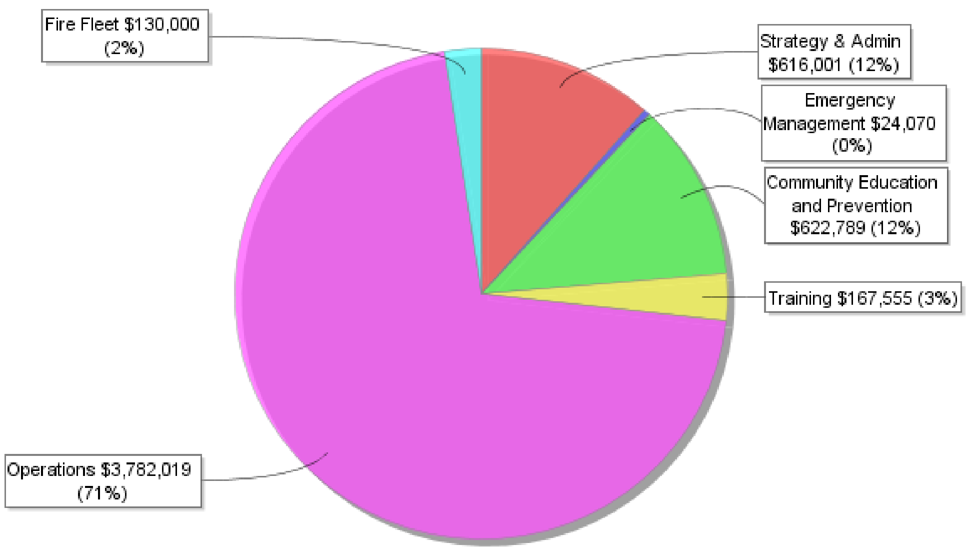
The salary and benefits budget for Emergency Services has increased by approximately $119,000 or 3%.  This includes the continued implementation of the collective agreement, step increases and benefit cost increases. The salary increase also reflects an increase in cost for Paid On Call firefighters to align with actuals, as well as part time students to assist with the annual smoke alarm protection program.

Equipment repair costs are increasing by $50,000 to align the budget with actual expenditures.  These costs include annual mandatory testing and certification for fire apparatus and equipment.  Materials and supplies are increasing by approximately $2,500 to account for fuel for an additional fleet vehicle and increased driver training.

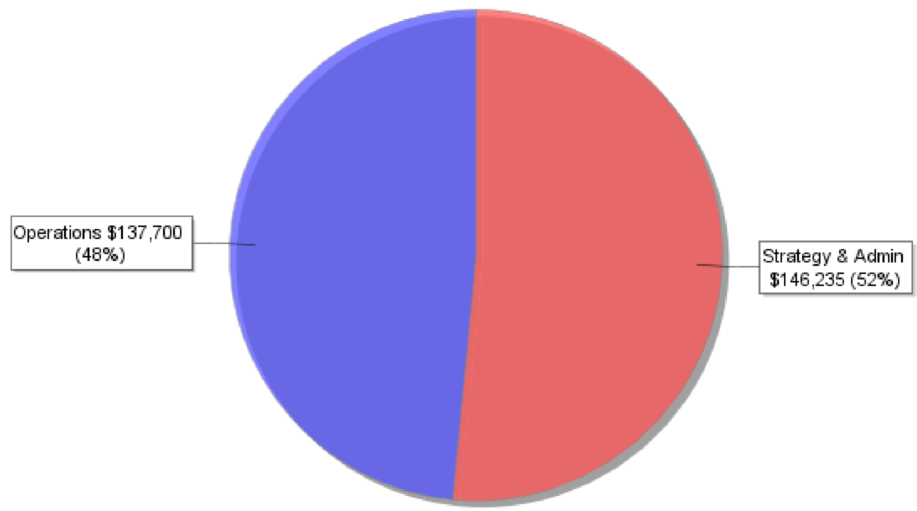
The net budget is increasing by approximately $171,000 or 4%.

| Emergency and Community Safety Services 2022 Tax Supported Budget | Strategy & Admin | Emergency Management | Community Education and Prevention | Training | Operations | Fire Fleet | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|---|---|---|---|
| Expenditures | | | | | | | | | | |
| Salaries and Benefits | 468,986 | | 602,789 | 158,415 | 3,312,519 | | 4,542,709 | 4,423,626 | 119,083 | 3% |
| Communications | 8,545 | | | | | | 8,545 | 8,545 | | |
| Equipment and Vehicle | | | | | 27,800 | | 27,800 | 27,800 | | |
| Equipment Repair | | | | | | 100,000 | 100,000 | 50,000 | 50,000 | 100% |
| Materials and Supplies | 13,000 | 4,070 | 20,000 | 6,070 | 5,250 | 30,000 | 78,390 | 75,920 | 2,470 | 3% |
| Mileage | 3,070 | | | | | | 3,070 | 3,070 | | |
| Other Agencies/Municipalities | | 20,000 | | 3,070 | 246,839 | | 269,909 | 269,909 | | |
| Property and Building Maintenance | | | | | 84,816 | | 84,816 | 84,816 | | |
| Software Licences and Maintenance | | | | | 7,275 | | 7,275 | 7,275 | | |
| Training, Professional Development and Memberships | 87,400 | | | | | | 87,400 | 87,400 | | |
| Uniforms and Safety Clothing | 35,000 | | | | 35,000 | | 70,000 | 70,000 | | |
| Utilities | | | | | 62,520 | | 62,520 | 62,520 | | |
| **Total Expenditures** | **616,001** | **24,070** | **622,789** | **167,555** | **3,782,019** | **130,000** | **5,342,434** | **5,170,881** | **171,553** | **3%** |
| | | | | | | | | | | |
| Revenues | | | | | | | | | | |
| Development Revenue | (46,235) | | | | | | (46,235) | (46,235) | | |
| Motor Vehicle Accidents | (100,000) | | | | | | (100,000) | (100,000) | | |
| Services to Other Municipalities | | | | | (137,700) | | (137,700) | (137,700) | | |
| **Total Revenues** | **(146,235)** | | | | **(137,700)** | | **(283,935)** | **(283,935)** | | |
| | | | | | | | | | | |
| Transfers | | | | | | | | | | |
| Contributions to Reserves | | | | | | 502,946 | 502,946 | 502,946 | | |
| Draw from Reserves | | | (290,249) | | (372,318) | | (662,567) | (662,567) | | |
| **Total Transfers** | | | **(290,249)** | | **(372,318)** | **502,946** | **(159,621)** | **(159,621)** | | |
| | | | | | | | | | | |
| **NET BUDGET** | **469,766** | **24,070** | **332,540** | **167,555** | **3,272,001** | **632,946** | **4,898,878** | **4,727,325** | **171,553** | **4%** |

Expenditures by Branch



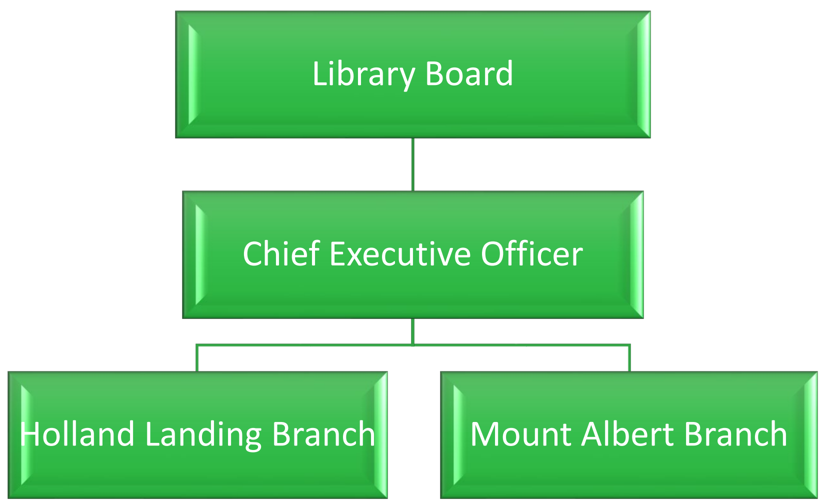

Revenues by Branch



# Library

Library Services are governed by a separate Board in accordance with the Public Libraries Act. The Town of East Gwillimbury provides annual funding to the Library and has a member of Council on the Library Board.  East Gwillimbury Public Library's vision is to nurture literacy in all its forms and is a place to create, play, learn and grow.  In pursuit of this mandate, the library provides many free or low-cost programs and services to the residents of East Gwillimbury.  These include print and digital literacy based programs for children and adults, free loans of books (print and electronic), technology and other materials, and free Internet access (including Wi-Fi). The Library is an identified Municipal Cultural Resource that plays a key role in engaging youth and newcomers and preserving the Town's culture.

The Library is supported by 16 full time positions.



## 2022 Library

**Culture of Municipal Excellence**

- Refresh the library Master Plan to address the changing needs of an increasingly diverse community (carried forward to 2022)
- Develop a program to address diversity and inclusion in Library collections and programs

**Quality Programs and Services**

- Offer innovative programs and deliver service excellence to the residents of East Gwillimbury in a variety of formats
- Continue to provide high quality collections and expand digital offerings to meet community demands

**Responsible Growth & Environmental Protection**

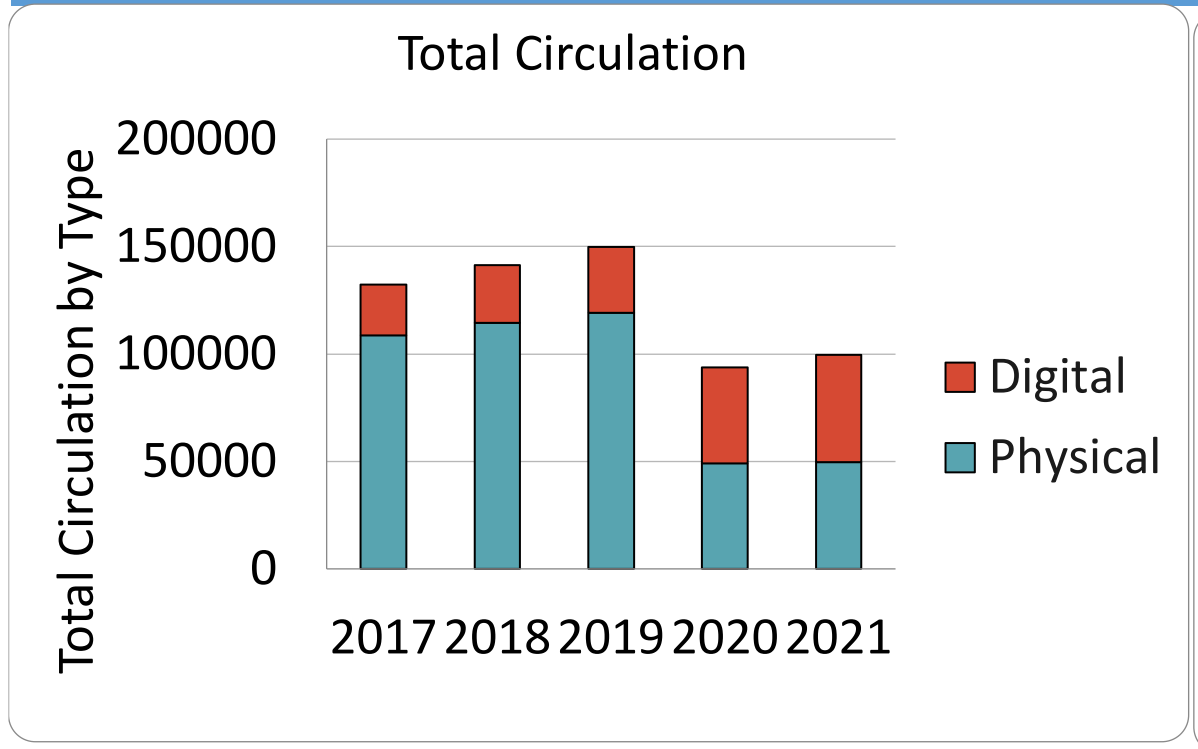
- Ensure timely repair and maintenance of existing facilities to address the service expectations of the community and necessity of accessible library spaces
- Collaborate with the Town in the development of the Health & Active Living Plaza
- Expand library membership through outreach opportunities as COVID restrictions allow

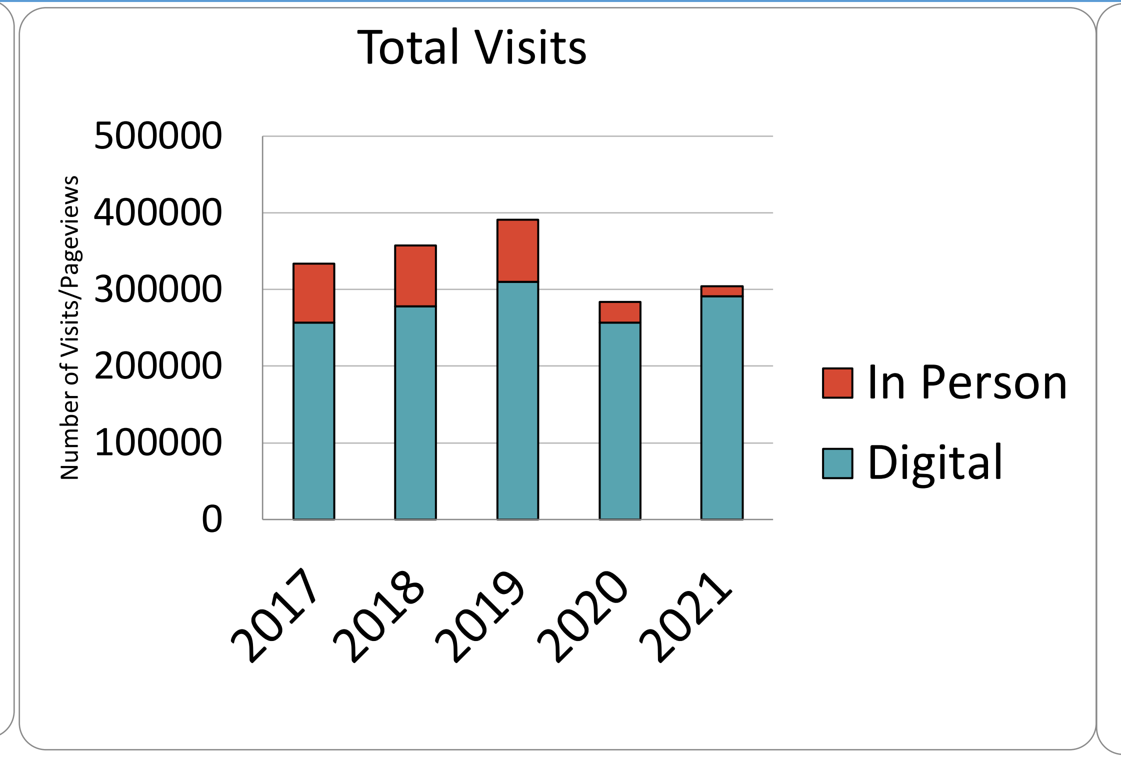
**Build Complete Communities**

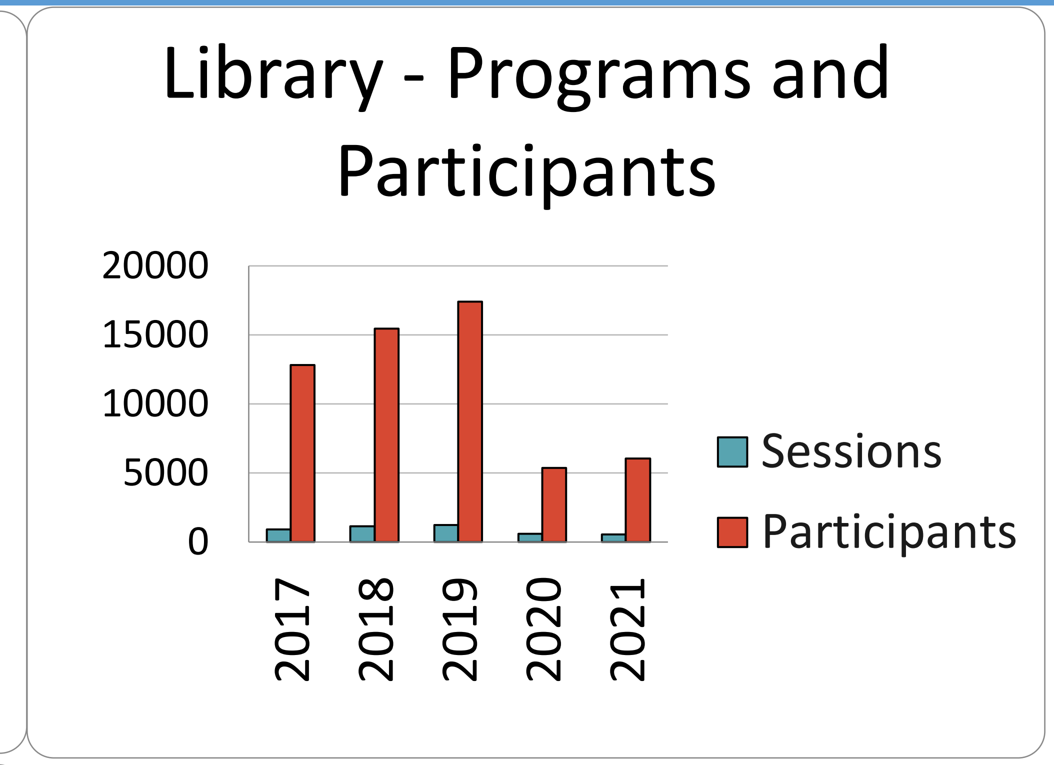
- Promote multilingual, inclusivity and accessibility-related collections and services

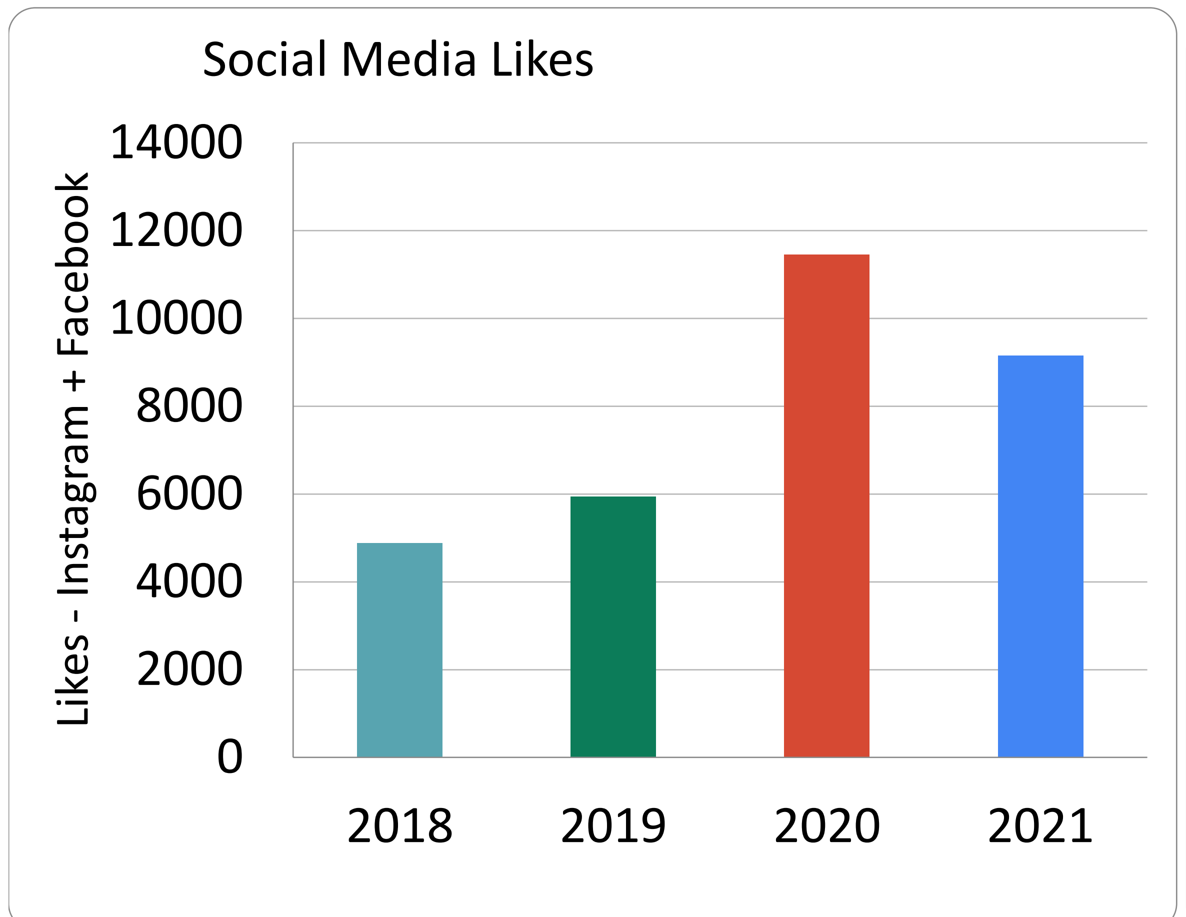
Continue to collaborate with the Town of East Gwillimbury to build convenient and complementary services

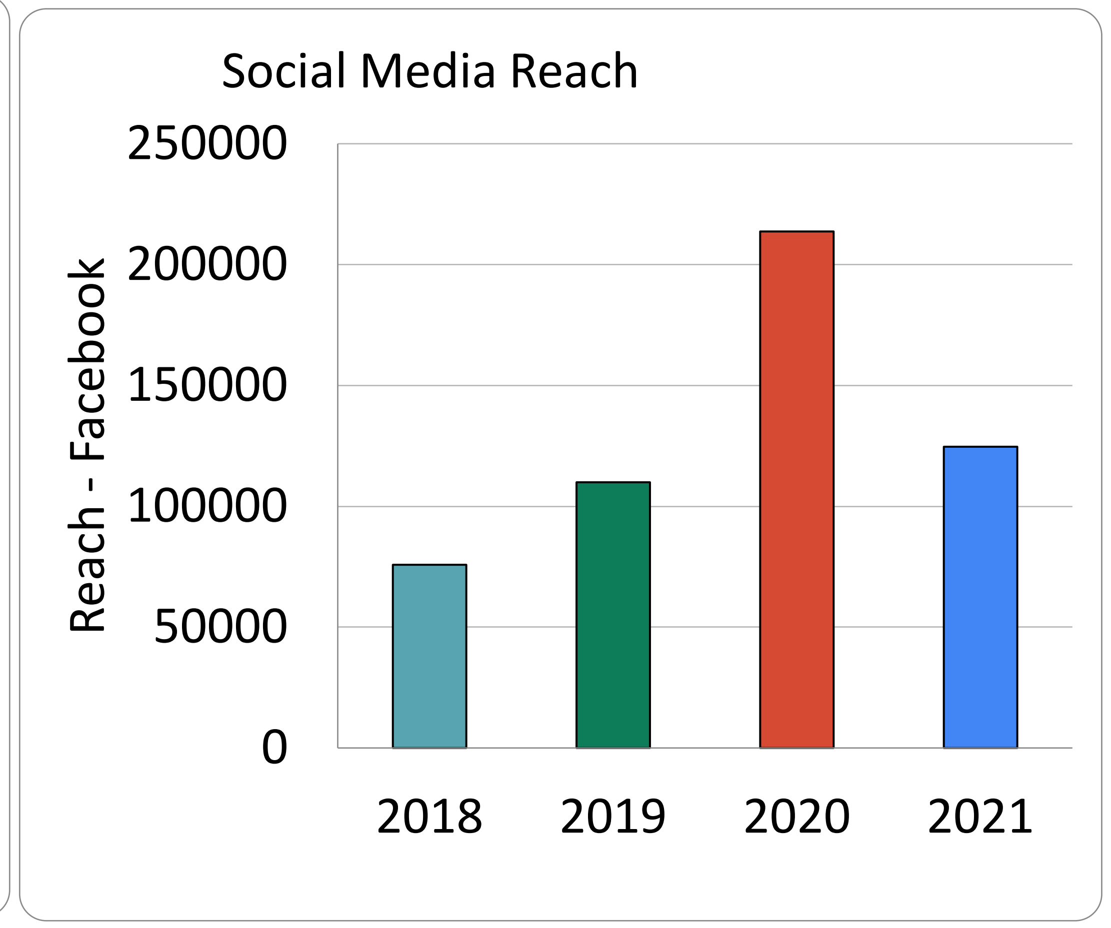
# Library Services

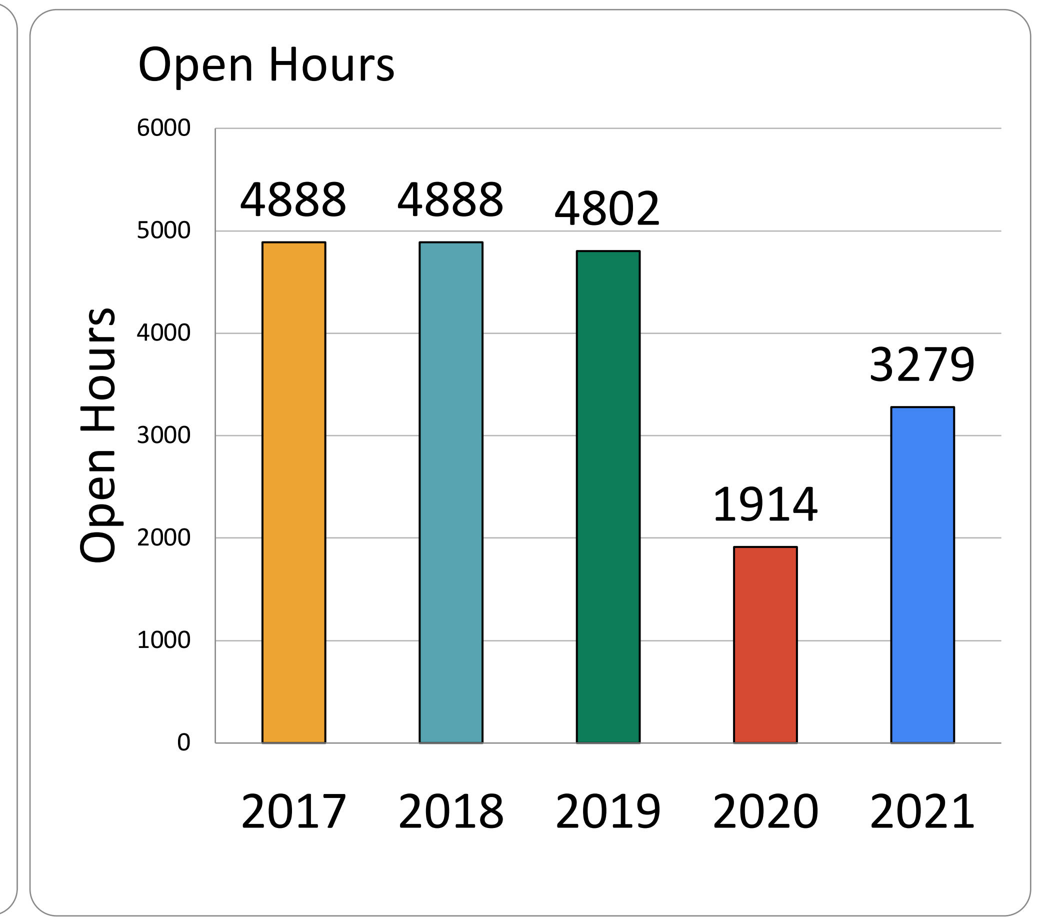


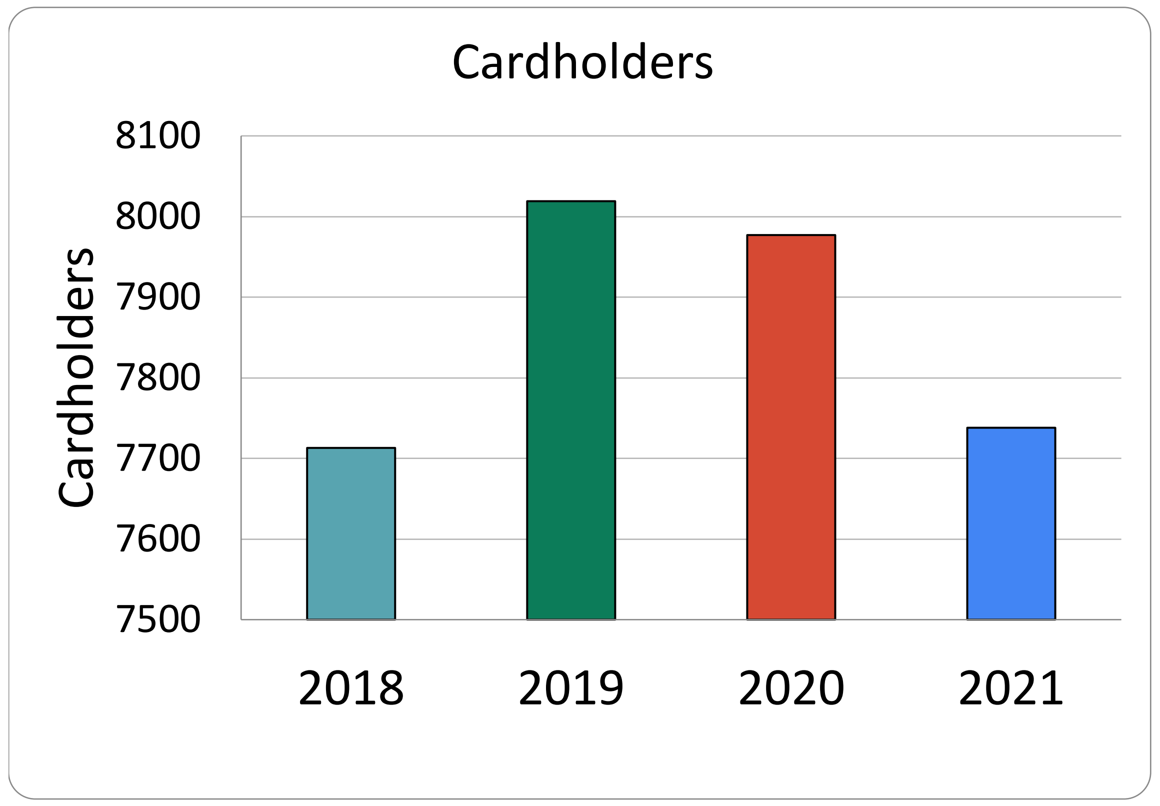



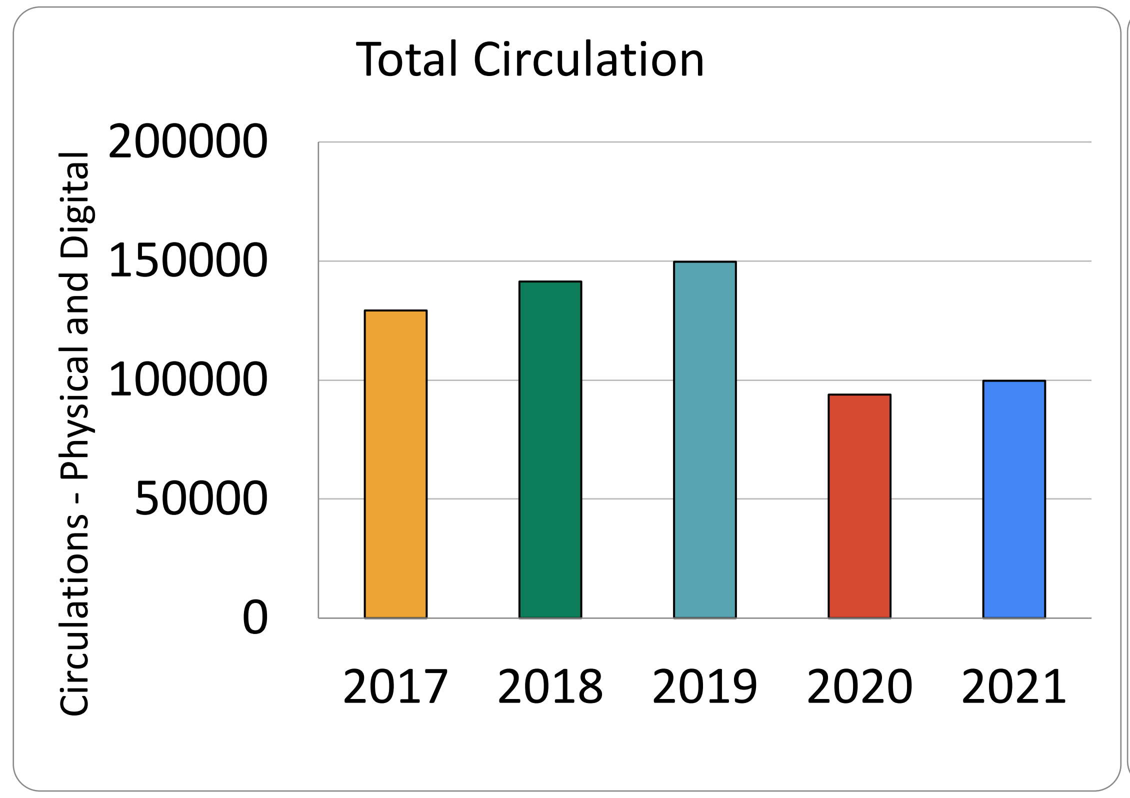



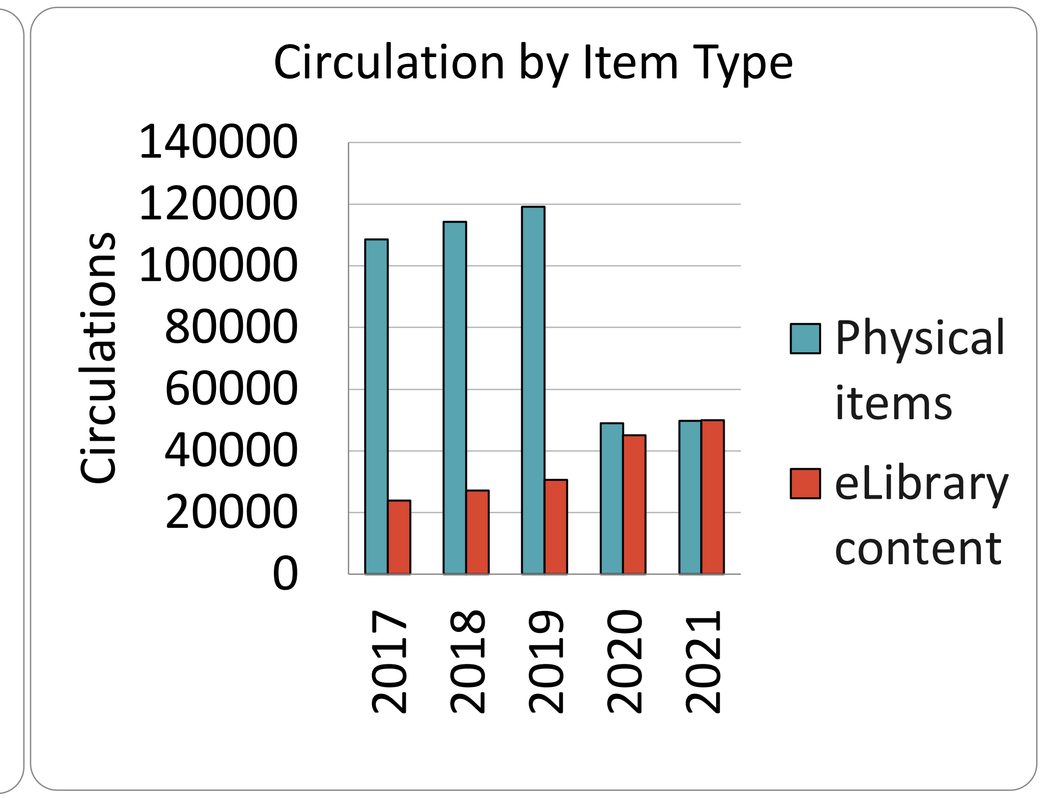



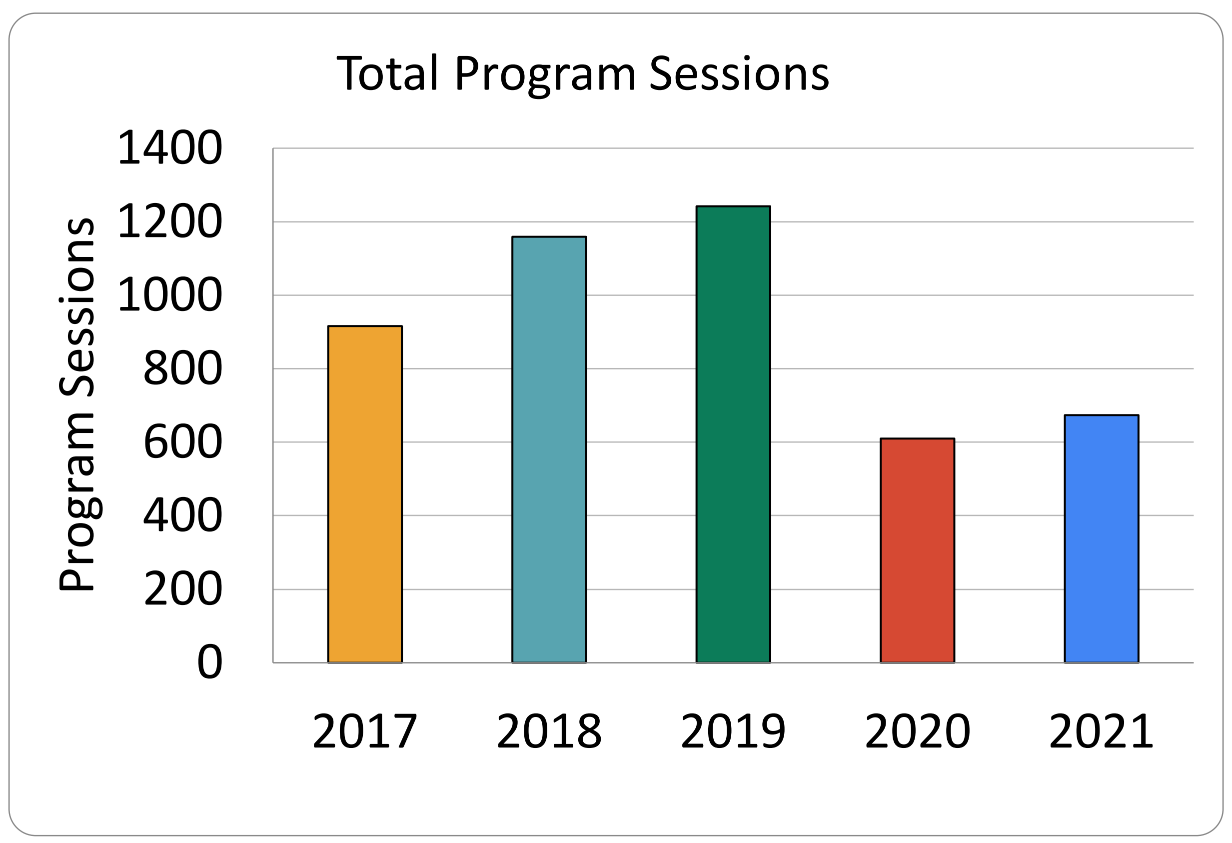



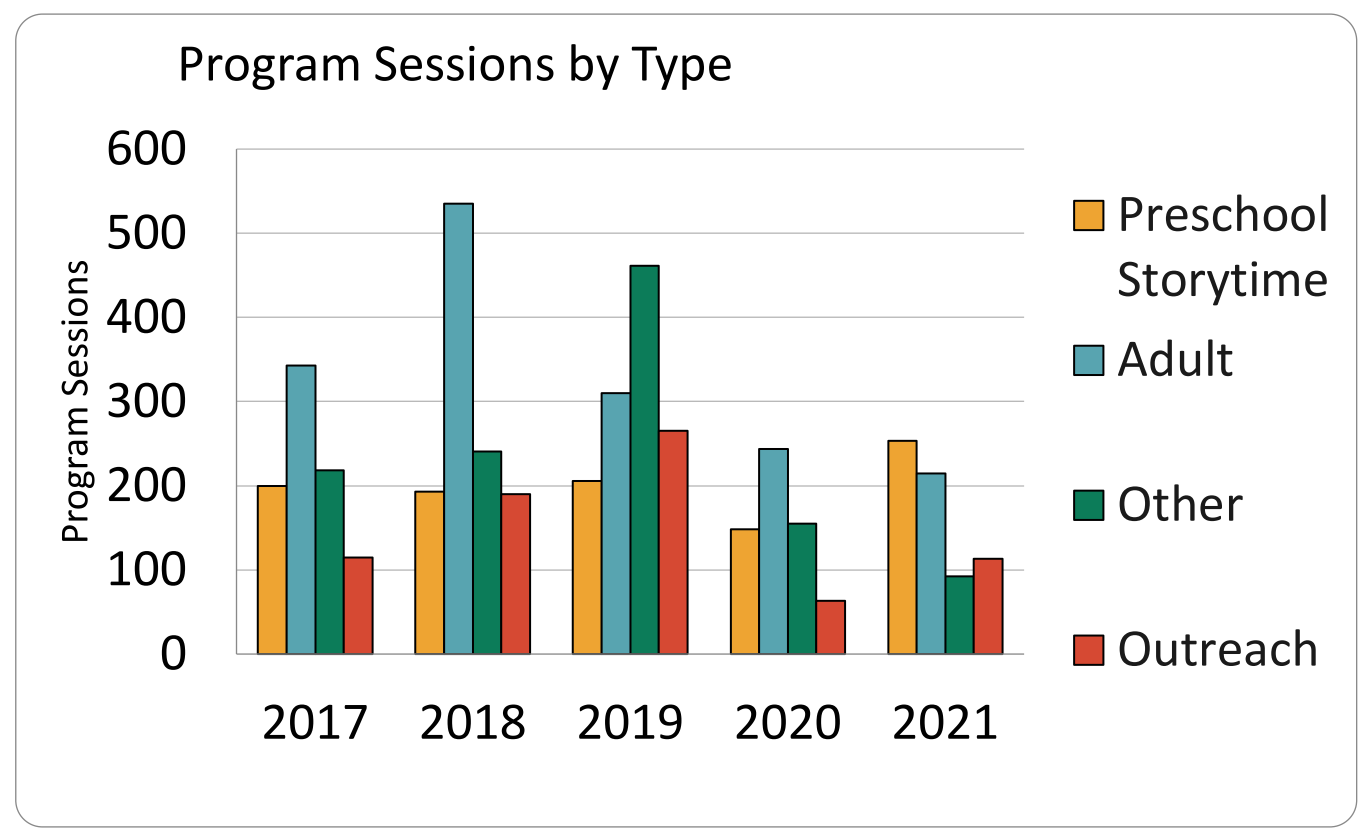
# Library Services



# Budget Summary

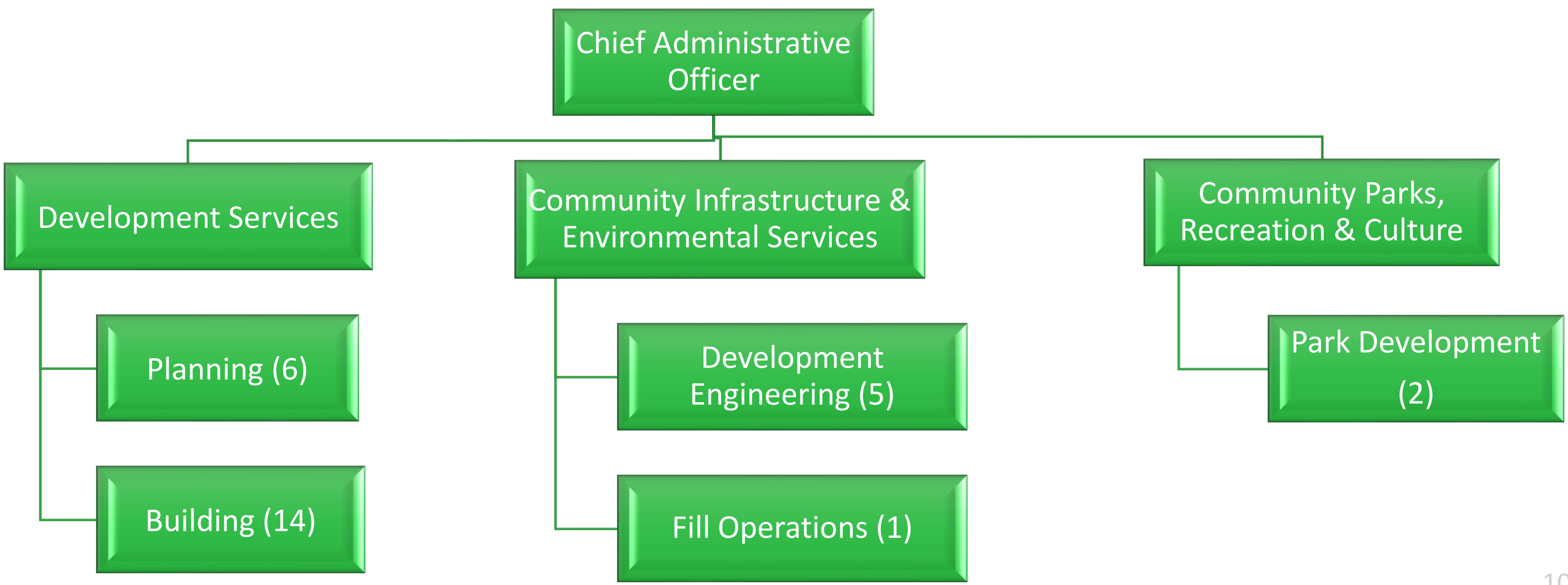
The funding for the Library Board in the operating budget totals  $1.87 million or 7% of the Town's total operating expenditures.  The net budget has increased by approximately $65,000 or 3% over the 2021 budget.  The increased cost is primarily due to salaries and benefits for step increases, a Cost of Living Adjustment (COLA). Increases have been partially offset by cost savings in other areas. The Library has also removed $24,000 in salary costs to be transferred to the Town to adminster library finances and reduce costs with the benefit of enhancing financial services for the library.   The Library Board is also recommending the permanent removal of overdue library fines to remove access barriers to library services and create an inclusive library system.

| East Gwillimbury Public Library | Library Resources | Library Services / Support | Board Governance / Admin | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|---|
| **Expenditures** | | | | | | | |
| Salaries & Benefits | | 1,532,654 | | 1,532,654 | 1,482,495 | 50,159 | 3% |
| Library Materials | 94,870 | | | 94,870 | 94,870 | 0 | 0% |
| Audit Fees | | | 3,260 | 3,260 | 3,260 | 0 | 0% |
| Communications | | | 8,800 | 8,800 | 8,800 | 0 | 0% |
| Consulting | | 2,500 | | 2,500 | 2,500 | 0 | 0% |
| Courier & Mail Processing | | | 7,115 | 7,115 | 6,800 | 315 | 5% |
| Equipment | | | 13,800 | 13,800 | 12,800 | 1,000 | 8% |
| Facility Costs | | 91,803 | | 91,803 | 90,915 | 888 | 1% |
| Software Maintenance & Licenses | | 38,500 | | 38,500 | 36,650 | 1,850 | 5% |
| Mileage & Travel | | 3,050 | | 3,050 | 3,050 | 0 | 0% |
| *Payroll & Other Contracted Services | | 6,220 | 2,900 | 9,120 | 9,113 | 7 | 0% |
| Professional Development & Memberships | | 15,785 | | 15,785 | 15,785 | 0 | 0% |
| Supplies | | | 4,175 | 4,175 | 4,175 | 0 | 0% |
| Public Engagement & Supporting Services | | 21,500 | | 21,500 | 21,500 | 0 | 0% |
| COLA (set at 1.85%) | | 23,734 | | 23,734 | 7,798 | 15,936 | 204% |
| **Total Expenditures** | **$94,870** | **$1,735,746** | **$40,050** | **$1,870,666** | **$1,800,511** | **$70,155** | **4%** |
| | | | | | | | |
| **Revenues** | | | | | | | |
| Grants | | | -37,079 | -37,079 | -31,847 | -5,232 | 16% |
| User Fees | | | -12,921 | -12,921 | -12,921 | 0 | 0% |
| **Total Revenues** | | | **-$50,000** | **-$50,000** | **-$44,768** | **-$5,232** | **12%** |
| | | | | | | | |
| **Transfers** | | | | | | | |
| Contributions to Reserve | | | 50,000 | 50,000 | 50,000 | 0 | 0% |
| Tax Levy Transfer From Capital (Library materials) | 94,760 | | | 94,760 | 94,760 | 0 | 0% |
| **Total Transfers** | **94,760** | | **50,000** | **144,760** | **144,760** | **$0** | **0%** |
| | | | | | | | |
| **Net Budget** | **$189,630** | **$1,735,746** | **$40,050** | **$1,965,426** | **$1,900,503** | **$64,923** | **3%** |

# Development and Fee Supported Budget

The Development and Fee Supported budget requires no support from property tax revenue.  The Town has approved fees and charges that are intended to provide full cost recovery for the services provided under each of the individual budgets.  Any surplus or deficit generated in these areas are managed through contributions or draws from reserves.

The development and fee supported budget is comprised of five individual branches.  The Planning and Building branches reside within the Development Services department.  The Development Engineering and Fill Operation branches reside within Community Infrastructure and Environmental Services.  The Park Development branch resides within the Community Parks, Recreation and Culture department.



# Budget Summary

The Development and Fee Supported operating budget includes expenditures of approximately $4.9 million and are fully supported by fees rather than tax support. A full cost recovery, user pay system has been established for each of these areas. The net budget is zero for each branch, as any surplus/deficit is managed through contributions to or draws from reserve. The reserve is established to manage the ebb and flow of activity and ensure that the program is self-sustaining in a year of low activity.

Salaries and benefits have increased by approximately $144,000 due to market adjusted band increases in Planning and Park Development, step increases and benefit adjustments.

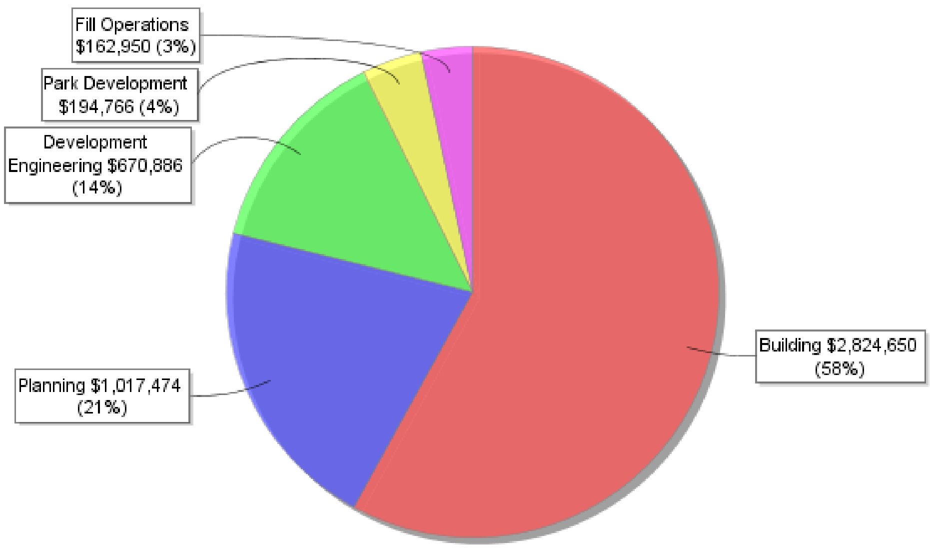
An increase in training and professional development is a one time increase for specialized leadership training within the Planning branch. Indirect corporate costs have been reviewed and adjusted to ensure that the appropriate support costs are allocated to the fee supported areas and capital projects.

Revenues in each area have been adjusted based on estimated levels of activity in 2022. Increases are expected in both the Building and Planning areas resulting in an expected increase in revenue of approximately $266,000.

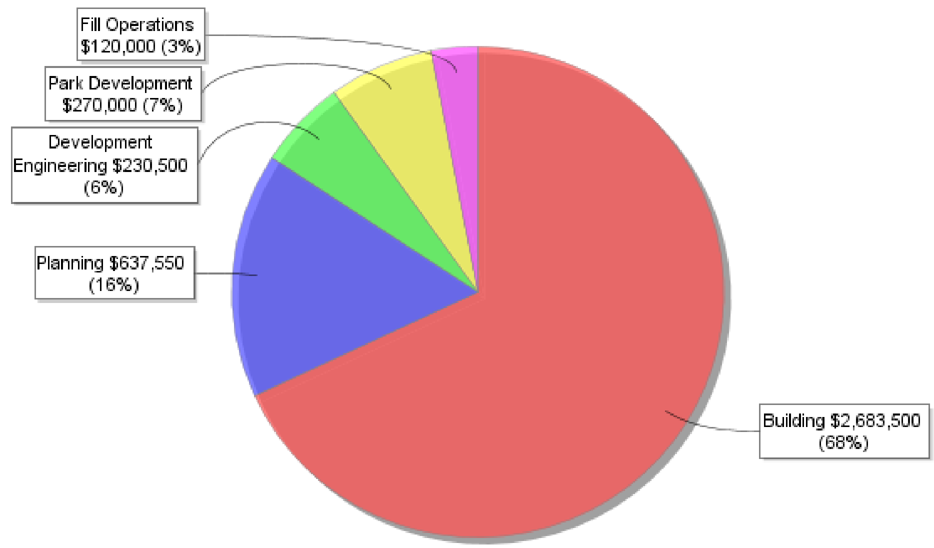
The key section in these individual budgets in the transfers. Contributions to reserves are an indication that the revenues generated exceed expenditures. Draws from reserves indicate that the budgeted revenues aren't sufficient to support the anticipated expenditures within the year. It is important to recognize that the reserve is established to manage the timing of revenues with the activity.

| Development and Fee Supported Summary<br>2022 Fee Supported Budget | Building | Planning | Development Engineering | Park Development | Fill Operations | 2022 Budget | 2021 Budget | Variance $ | Variance % |
|---|---|---|---|---|---|---|---|---|---|
| Expenditures | | | | | | | | | |
| Salaries and Benefits | 2,008,095 | 753,594 | 586,382 | 292,793 | 123,830 | 3,764,694 | 3,630,722 | 133,972 | 4% |
| Communications | 8,000 | 3,700 | 3,000 | | | 14,700 | 14,208 | 492 | 3% |
| Consultants | | 45,000 | | | 10,000 | 55,000 | 55,000 | | |
| Contingency | | | | | | | 12,720 | (12,720) | (100%) |
| Courier and Mail Processing | 1,500 | 300 | | | | 1,800 | 1,700 | 100 | 6% |
| Equipment and Vehicle | 10,000 | 6,200 | 4,000 | | | 20,200 | 20,200 | | |
| Legal Services | 10,000 | | | | | 10,000 | 10,000 | | |
| Materials and Supplies | 7,390 | 3,400 | 750 | | | 11,540 | 11,540 | | |
| Mileage | 30,040 | 500 | 16,000 | 1,800 | 500 | 48,840 | 49,340 | (500) | (1%) |
| Other Agencies/Municipalities | | 5,000 | | | | 5,000 | 10,000 | (5,000) | (50%) |
| Software Licences and Maintenance | 30,000 | 20,500 | 35,500 | | | 86,000 | 82,000 | 4,000 | 5% |
| Training, Professional Development and Memberships | 28,525 | 23,250 | 6,600 | 5,000 | | 63,375 | 53,525 | 9,850 | 18% |
| Uniforms and Safety Clothing | 5,000 | | 1,950 | | | 6,950 | 6,950 | | |
| Indirect Corporate Costs | 686,100 | 156,030 | 16,704 | (104,827) | 28,620 | 782,627 | 1,102,353 | (319,726) | (29%) |
| **Total Expenditures** | **2,824,650** | **1,017,474** | **670,886** | **194,766** | **162,950** | **4,870,726** | **5,060,258** | **(189,532)** | **(4%)** |
| | | | | | | | | | |
| Revenues | | | | | | | | | |
| Development Revenue | (2,678,500) | (637,500) | (190,000) | (260,000) | | (3,766,000) | (3,501,550) | (264,450) | 8% |
| Miscellaneous | | (50) | (500) | | | (550) | (550) | | |
| Recoveries and Contributions from Developers | | | (40,000) | (10,000) | | (50,000) | (50,000) | | |
| Sales | (5,000) | | | | | (5,000) | (3,750) | (1,250) | 33% |
| User Fees | | | | | (120,000) | (120,000) | (120,000) | | |
| **Total Revenues** | **(2,683,500)** | **(637,550)** | **(230,500)** | **(270,000)** | **(120,000)** | **(3,941,550)** | **(3,675,850)** | **(265,700)** | **7%** |
| | | | | | | | | | |
| Transfers | | | | | | | | | |
| Contributions to Reserves | | | | 75,234 | | 75,234 | 42,983 | 32,251 | 75% |
| Draw from Reserves | (141,150) | (379,924) | (440,386) | | (42,950) | (1,004,410) | (1,427,391) | 422,981 | (30%) |
| **Total Transfers** | **(141,150)** | **(379,924)** | **(440,386)** | **75,234** | **(42,950)** | **(929,176)** | **(1,384,408)** | **455,232** | **(33%)** |
| | | | | | | | | | |
| **NET BUDGET** | | | | | | | | | |

## Expenditures by Branch




## Revenues by Branch



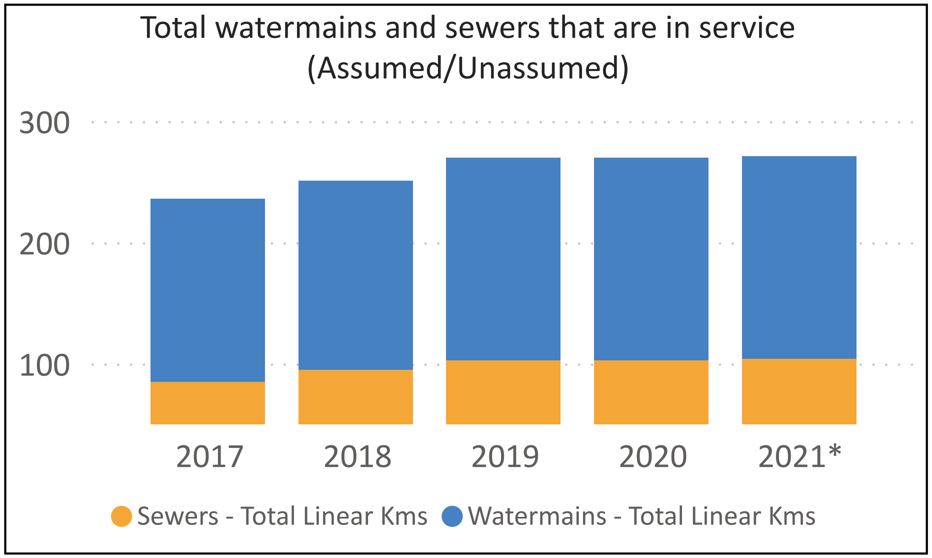
# Water and Wastewater Budget

The Water and Wastewater business unit is a branch within the Operations Division of the Community Infrastructure and Environmental Services Department. This business unit is unique from the rest of the department as its operations are funded through the water and wastewater rates rather than through the tax levy. The Water and Wastewater business unit provides for the maintenance of the Town's water distribution and wastewater collection systems in accordance with the Ministry of the Environment, Conservation and Parks regulations. Drinking water quality is of the utmost importance and a significant effort is directed towards maintaining compliance and providing services in this highly regulated area.

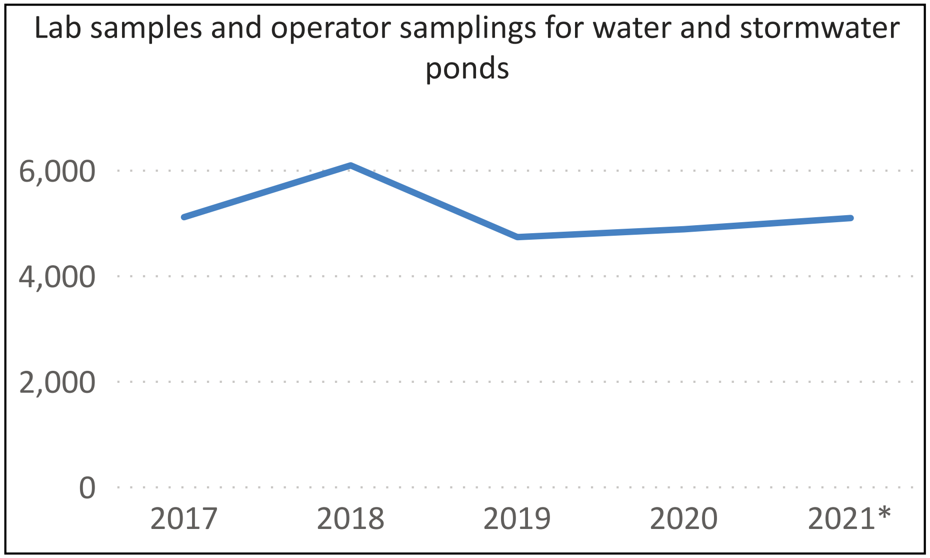
The Water and Wastewater business unit is supported by 10 full time positions.

** All 2021 numbers have been estimated to year end for comparison purposes*

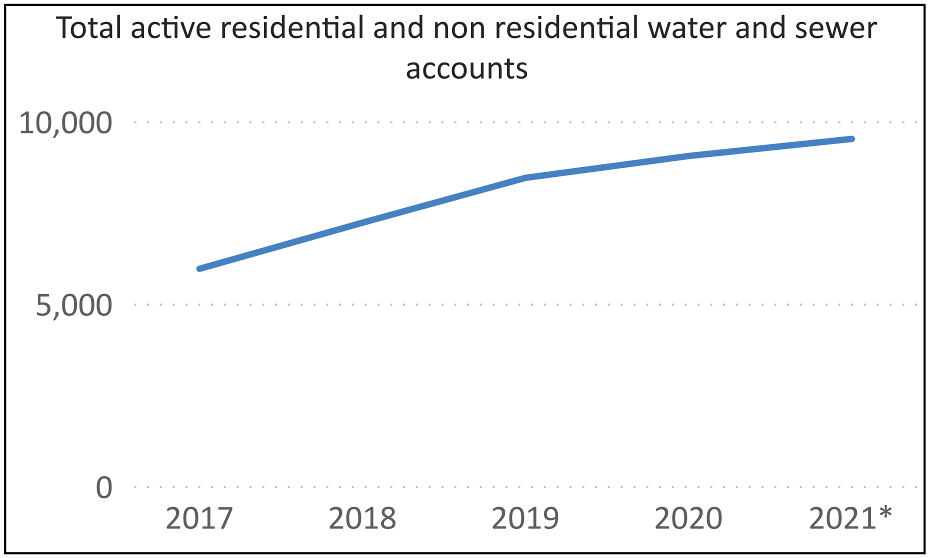
## Total KM's of Infrastructure




## Annual Water Regulatory Samples




## Total Number of Active Accounts



# Budget Summary

The Water and Wastewater expenditure budget includes expenditures of approximately $10.2 million.

The main driver of cost increases for 2022 is due to the Regional costs for water supply and wastewater treatment. This accounts for approximately $746,000 of the increase, or 83% from 2021. Indirect corporate costs have been reviewed and increased to ensure that support costs are equitably charged between the tax supported, fee supported and rate supported areas of the Town. Salaries and benefits have increased by approximately $9,000 due to benefit cost increases.

User fee revenue is projected to increase by approximately $761,000 related to the increased growth throughout the Town. The c ontributions to reserves have decreased by approximately $131,000 to allow for a zero percent water and sewer rate increase for 2022.

The table below identifies the base residential water and wastewater rates for 2022 that have remained unchanged since 2020.

| Service | Delivery (Fixed) | Usage (Variable) |
|---|---|---|
| Water | $23/month | $2.28 $m^3$ |
| Wastewater | $23/month | $2.19 $m^3$ |

| Water and Wastewater<br>2022 Rate Supported Budget | 2022<br>Budget | 2021<br>Budget | Variance<br>$ | Variance<br>% |
|---|---|---|---|---|
| Expenditures | | | | |
| Salaries and Benefits | 1,375,550 | 1,366,110 | 9,440 | 1% |
| Communications | 8,500 | 8,500 | | |
| Contingency | | 5,300 | (5,300) | (100%) |
| Contracted Services | 395,025 | 395,025 | | |
| Equipment Repair | 2,000 | 2,000 | | |
| Materials and Supplies | 288,650 | 288,650 | | |
| Mileage | 1,500 | 1,500 | | |
| Software Licences and Maintenance | 59,000 | 59,000 | | |
| Training, Professional Development and Memberships | 31,000 | 31,000 | | |
| Uniforms and Safety Clothing | 12,500 | 12,500 | | |
| Utilities | 22,500 | 22,500 | | |
| Indirect Corporate Costs | 1,329,550 | 1,186,877 | 142,673 | 12% |
| Regional Water Charges | 3,222,251 | 2,800,940 | 421,311 | 15% |
| Regional Wastewater Charges | 3,420,007 | 3,095,713 | 324,294 | 10% |
| **Total Expenditures** | **10,168,033** | **9,275,615** | **892,418** | **10%** |
| | | | | |
| Revenues | | | | |
| Miscellaneous | (51,000) | (51,000) | | |
| Sales | (55,000) | (55,000) | | |
| User Fees | (11,915,603) | (11,154,389) | (761,214) | 7% |
| **Total Revenues** | **(12,021,603)** | **(11,260,389)** | **(761,214)** | **7%** |
| | | | | |
| Transfers | | | | |
| Contributions to Reserves | 1,853,570 | 1,984,774 | (131,204) | (7%) |
| **Total Transfers** | **1,853,570** | **1,984,774** | **(131,204)** | **(7%)** |
| | | | | |
| **NET BUDGET** | **0** | **0** | **0** | **0%** |

# Capital Budget Summary
## 2022

| | Previously Approved | 2022 Budget | Tax Levy | Water and Sewer Rate | Development Charges | Community Capital Contribution | Reserves | Deferred Revenue | Grants/ Sponsorships | Due From Other Municipalities | Gas Tax | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CAO Office | | | | | | | | | | | | |
| HR Services | | | | | | | | | | | | |
| CA-22-001 Salary and Benefit Fairness Review | | 50,000 | | | | | (50,000) | | | | | Working Capital Reserve |
| **Total HR Services** | | 50,000 | | | | | (50,000) | | | | | |
| **Total CAO Office** | | 50,000 | | | | | (50,000) | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Corporate Services | | | | | | | | | | | | |
| Strategy and Administration | | | | | | | | | | | | |
| CS-22-012 Sustainability and Climate Change Program Management | | 100,000 | | | | (50,000) | (50,000) | | | | | Enviromental CCC, Water Infrastructure, Sewer Infrastructure |
| **Total Strategy and Administration** | | 100,000 | | | | (50,000) | (50,000) | | | | | |
| Communications | | | | | | | | | | | | |
| CS-21-001 Customer Relationship Management Tool (Modernization) | 306,000 | 25,000 | | | | | (25,000) | | | | | Information Technology |
| **Total Communications** | 306,000 | 25,000 | | | | | (25,000) | | | | | |
| Economic Development | | | | | | | | | | | | |
| CS-22-001 EG Insider App | | 30,000 | | | | (30,000) | | | | | | CCC-Ec.Dev Initiatives & Servicing |
| CS-22-002 Lead Generation | | 40,000 | | | | (40,000) | | | | | | CCC-Ec.Dev Initiatives & Servicing |
| CS-22-003 Southlake Health Centre Expansion | | 50,000 | | | | (50,000) | | | | | | CCC-Ec.Dev Initiatives & Servicing |
| **Total Economic Development** | | 120,000 | | | | (120,000) | | | | | | |
| IT Services | | | | | | | | | | | | |
| CS-22-004 Annual Hardware Replacement | | 50,000 | | | | | (50,000) | | | | | Information Technology |
| CS-22-005 Security Administration/Application Support | | 120,000 | | | | | (120,000) | | | | | Information Technology |
| CS-22-006 Annual Security Audit and Cyber Breach Support Program | | 40,000 | | | | | (40,000) | | | | | Information Technology |
| CS-22-008 Audio Video Automation Upgrades Program | | 10,000 | | | | | (10,000) | | | | | Information Technology |
| CS-22-010 Business Solutions Implementation Program (Modernization) | | 150,000 | | | | | (52,500) | | (97,500) | | | Information Technology, Grant |
| CS-22-011 Municipal Modernization Program | | 300,000 | | | | | (200,000) | | (100,000) | | | Information Technology, Grant |
| **Total IT Services** | | 670,000 | | | | | (472,500) | | (197,500) | | | |
| **Total Corporate Services** | 306,000 | 915,000 | | | | (170,000) | (547,500) | | (197,500) | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Library Services | | | | | | | | | | | | |
| Library | | | | | | | | | | | | |
| LI-22-001 Library Staff IT Replacement Program | | 10,500 | | | | | (10,500) | | | | | Library |
| LI-22-002 Library Materials Program - Growth | | 7,500 | | | (6,750) | (750) | | | | | | Library DC, 10% CCC |
| LI-22-003 Access Cards/FOBS | | 20,000 | | | | | (20,000) | | | | | Library, Building |
| LI-22-004 Library Materials Capital Replacement Program | | 94,760 | | | | | (94,760) | | | | | Library |
| **Total Library** | | 132,760 | | | (6,750) | (750) | (125,260) | | | | | |
| **Total Library Services** | | 132,760 | | | (6,750) | (750) | (125,260) | | | | | |
| | | | | | | | | | | | | |
| Emergency Services | | | | | | | | | | | | |
| Strategy and Administration | | | | | | | | | | | | |
| ES-22-001 ECSS Modernization Program | | 40,000 | | | | | (40,000) | | | | | Emergency Services |
| **Total Strategy and Administration** | | 40,000 | | | | | (40,000) | | | | | |
| Operations | | | | | | | | | | | | |
| ES-22-003 2022 Bunker Gear Equipment Replacement | | 30,500 | | | | | (30,500) | | | | | Emergency Services |
| ES-22-004 Hose and Front Line Equipment Replacement | | 18,500 | | | | | (18,500) | | | | | Emergency Services |
| **Total Operations** | | 49,000 | | | | | (49,000) | | | | | |
| Training | | | | | | | | | | | | |
| ES-22-005 2022 Paid On Call Annual Recruitment Program | | 60,750 | | | | | (60,750) | | | | | Emergency Services |
| **Total Training** | | 60,750 | | | | | (60,750) | | | | | |
| Emergency Services Fleet | | | | | | | | | | | | |
| ES-22-006 Car 3 - 2014 Chevrolet Replacement | | 70,000 | | | | | (70,000) | | | | | Vehicle Replace tax levy |
| ES-22-007 Command Vehicle (New) | | 70,000 | | | (70,000) | | | | | | | Fire DC |
| ES-22-008 Car 4 - 2013 Dodge Ram Replacement | | 70,000 | | | | | (70,000) | | | | | Vehicle Replace tax levy |
| **Total Emergency Services Fleet** | | 210,000 | | | (70,000) | | (140,000) | | | | | |
| **Total Emergency Services** | | 359,750 | | | (70,000) | | (289,750) | | | | | |

East Gwillimbury

# Capital Budget Summary
## 2022

| | Previously Approved | 2022 Budget | Tax Levy | Water and Sewer Rate | Development Charges | Community Capital Contribution | Reserves | Deferred Revenue | Grants/ Sponsorships | Due From Other Municipalities | Gas Tax | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | |
| Development Services | | | | | | | | | | | | |
| Strategy and Administration | | | | | | | | | | | | |
| DS-19-019 City View Software Enhancements | 500,000 | 370,000 | | | | | (370,000) | | | | | Building Code Enforcement |
| DS-22-001 Heritage District Study | | 100,000 | | | | | | (100,000) | | | | Deferred Revenue |
| DS-22-002 Thinking Green Development Standards Review and Sustainable Community Energy Plan | | 50,000 | | | (45,000) | (5,000) | | | | | | Admin DC, 10% CCC |
| **Total Strategy and Administration** | 500,000 | 520,000 | | | (45,000) | (5,000) | (370,000) | (100,000) | | | | |
| **Total Development Services** | 500,000 | 520,000 | | | (45,000) | (5,000) | (370,000) | (100,000) | | | | |
| | | | | | | | | | | | | |
| Community Parks, Recreation & Culture | | | | | | | | | | | | |
| Parks Operations | | | | | | | | | | | | |
| CP-22-001 Radial Line Trail Extension to Green Lane and Safety Fencing | | 246,115 | | | (146,115) | | | (100,000) | | | | Deferred Revenue. Parks DC |
| CP-22-002 Nokiidaa Trail - Parking Lot Expansion | | 185,700 | | | (185,700) | | | | | | | Roads DC |
| CP-22-003 Ross Family Complex Pickleball Courts and Windscreens | | 167,900 | | | | | | (167,900) | | | | Deferred Revenue |
| CP-22-004 Holland Landing Community Centre - Splashpad Remediation | | 208,400 | | | | | (208,400) | | | | | Parks |
| CP-22-005 Ridgeview Park Tennis Courts | | 12,000 | | | | | (12,000) | | | | | Parks |
| CP-22-006 Queensville Park Tennis Courts | | 15,000 | | | | | (15,000) | | | | | Parks |
| CP-22-007 404 Town Gateway Feature | | 80,000 | | | | | (80,000) | | | | | General Capital |
| **Total Parks Operations** | | 915,115 | | | (331,815) | | (315,400) | (267,900) | | | | |
| Facilities | | | | | | | | | | | | |
| CP-22-008 North Union Community Centre Exterior Basement Stairwell Concrete Paving | | 15,000 | | | | | (15,000) | | | | | Building |
| CP-22-009 Holland Landing Community Centre Floor Scrubber Replacement | | 10,000 | | | | | (10,000) | | | | | Building |
| CP-22-010 Mount Albert Community Centre Accessibility Ramp Replacement | | 90,000 | | | | | (90,000) | | | | | Building |
| CP-22-011 Sports Complex Ice Edger/Levelling System Replacement | | 10,000 | | | | | (10,000) | | | | | Building |
| CP-22-012 Building Automation System - Civic Centre Replacement | | 90,000 | | | | | (90,000) | | | | | Building |
| CP-22-013 Temperance Hall & Temple Visitors Centre Servicing | | 111,500 | | | | | (111,500) | | | | | Building |
| CP-22-014 Mount Albert Community Centre Roof & Cladding Replacement | | 150,000 | | | | | (150,000) | | | | | Building |
| CP-22-015 Sports Complex - 2 HVAC Units Replacement | | 35,000 | | | | | (35,000) | | | | | Building |
| CP-22-016 Sports Complex Refrigeration Plant Replacements | | 346,000 | | | | | (346,000) | | | | | Building |
| CP-22-017 Civic Centre Boilers and HVAC Replacement | | 80,000 | | | | | (80,000) | | | | | Building |
| CP-22-018 Civic Centre Atrium Skylight Gallery Windows Replacement | | 25,000 | | | | | (25,000) | | | | | Building |
| CP-22-019 Health & Safety- Workspace Ergonomics | | 10,000 | | | | | (10,000) | | | | | General Capital |
| CP-22-020 Electric Vehicle Charging Stations | | 49,500 | | | | | (49,500) | | | | | Building |
| CP-22-021 Staff Space Needs Assessment | | 150,000 | | | (75,000) | | (75,000) | | | | | Admin DC, Building |
| CP-22-022 Digital Signs | | 25,000 | | | | (25,000) | | | | | | CCC-Administrative Facilities |
| CP-22-023 Health and Active Living Plaza Building and Park Construction | | 10,990,000 | | | (10,496,000) | (494,000) | | | | | | Roads DC, Parks DC, Library DC, Indoor Rec DC, 10% CCC |
| CP-22-032 Holland Landing Community Centre HDIP Security Cameras | | 40,000 | | | | | (40,000) | | | | | Building |
| CP-22-033 Sports Complex Seat Heaters | | 50,880 | | | | | (50,880) | | | | | Building |
| **Total Facilities** | | 12,277,880 | | | (10,571,000) | (519,000) | (1,187,880) | | | | | |
| Parks Fleet | | | | | | | | | | | | |
| CP-22-024 Parks Supervisor Pick-up Truck (P14-23) Replacement | | 80,000 | | | | | (80,000) | | | | | Vehicle Replace tax levy |
| CP-22-025 2011 FMG M35 Trailer (10ft) (P11-54) Replacement | | 8,000 | | | | | (8,000) | | | | | Vehicle Replace tax levy |
| CP-22-026 2014 John Deere 1445 62" Deck (P14-416) Replacement | | 26,000 | | | | | (26,000) | | | | | Vehicle Replace tax levy |
| CP-22-027 2011 RP L2 Landscaping Trailer Replacement | | 10,000 | | | | | (10,000) | | | | | Vehicle Replace tax levy |
| CP-22-028 Flat Deck Truck with Aluminium Chipper Box (P12-12) Replacement | | 120,000 | | | | | (120,000) | | | | | Vehicle Replace tax levy |
| CP-22-029 Landscape Trailer (P06-51) Replacement | | 18,000 | | | | | (18,000) | | | | | Vehicle Replace tax levy |
| CP-22-030 Ten Foot Mower (P13-55) Replacement | | 80,000 | | | | | (80,000) | | | | | Vehicle Replace tax levy |
| **Total Parks Fleet** | | 342,000 | | | | | (342,000) | | | | | |
| Facilities Fleet | | | | | | | | | | | | |
| CP-22-031 Sports Complex Ice Resurfacer Replacement | | 90,000 | | | | | (90,000) | | | | | Building |
| **Total Facilities Fleet** | | 90,000 | | | | | (90,000) | | | | | |
| **Total Community Parks, Recreation & Culture** | | 13,624,995 | | | (10,902,815) | (519,000) | (1,935,280) | (267,900) | | | | |

East Gwillimbury

# Capital Budget Summary
## 2022

| | Previously Approved | 2022 Budget | Tax Levy | Water and Sewer Rate | Development Charges | Community Capital Contribution | Reserves | Deferred Revenue | Grants/ Sponsorships | Due From Other Municipalities | Gas Tax | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | |
| Community Infrastructure & Environmental Services | | | | | | | | | | | | |
| Capital Program and Traffic Engineering | | | | | | | | | | | | |
| CI-20-040 Highway 48 Sidewalk | 201,250 | 460,000 | | | (460,000) | | | | | | | Roads DC |
| CI-20-041 Downtown Mount Albert - Centre Street Revitalization | 590,000 | 540,000 | | | (176,400) | | (137,600) | | (226,000) | | | Grant, Roads DC, Capital Fund - Tax (Roads) |
| CI-21-004 CIES Asset Management Program | 62,500 | 60,000 | | | | | (60,000) | | | | | General Capital |
| CI-21-008 East Townline Bridge 113 - Design and Reconstruction | 900,000 | 3,430,000 | | | | | (1,164,828) | | (550,172) | (1,715,000) | | Due from Other Municipalities, Capital Fund - Tax (Roads) |
| CI-22-001 New Streetlight Construction | | 46,000 | | | (46,000) | | | | | | | Roads DC |
| CI-22-002 Employment Lands Servicing Strategies | | 120,000 | | | (120,000) | | | | | | | Sewer DC |
| CI-22-003 Sign Retroreflectivity & Radar/Driver Feedback Boards | | 25,000 | | | | | (25,000) | | | | | Capital Fund - Tax (Roads) |
| CI-22-004 New Drone and GPS Mapping Unit Replacement | | 25,000 | | | | | (25,000) | | | | | Fill & Site Alteration |
| CI-22-005 Bridges 108 & 110 - Design Updates | | 151,000 | | | | | (151,000) | | | | | Capital Fund - Tax (Roads) |
| CI-22-006 2022 Road Rehabilitation Program | | 1,240,000 | | | | | (110,620) | | (490,717) | | (638,663) | Grants, Capital Fund - Tax (Roads) |
| CI-22-007 2022 Miscellaneous Concrete Rehabilitation | | 146,000 | | | | | (73,000) | | | | (73,000) | Grants, Capital Fund - Tax (Roads) |
| CI-22-008 Downtown Holland Landing - Yonge Street Revitalization | | 330,000 | | | (165,000) | | (165,000) | | | | | Working Capital, Roads DC |
| CI-22-009 Queensville Sideroad & Centre St Intersection Design | | 70,000 | | | | | (70,000) | | | | | Capital Fund - Tax (Roads) |
| CI-22-010 Municipal Structures Asset Management Plan Program | | 85,000 | | | | | (85,000) | | | | | Capital Fund - Tax (Roads) |
| CI-22-011 Winter Operations Modernization Program (Modernization) | | 50,000 | | | | | (17,500) | | (32,500) | | | Grant, Winter Operations |
| **Total Capital Program and Traffic Engineering** | 1,753,750 | 6,778,000 | | | (967,400) | | (2,084,548) | | (1,299,389) | (1,715,000) | (711,663) | |
| CIES Fleet | | | | | | | | | | | | |
| CI-22-012 Large Volume Snowblower (New) | | 60,000 | | | (60,000) | | | | | | | Roads DC |
| CI-22-013 Roads Supervisor Pick-up Truck (R-14-22) Replacement | | 80,000 | | | | | (80,000) | | | | | Vehicle Replace tax levy |
| CI-22-014 2 Flat Deck Trucks with Dumpboxes (R-13-12) and (R-15-11) Replacement | | 220,000 | | | | | (220,000) | | | | | Vehicle Replace tax levy |
| CI-22-015 Fill Program Administrative Support Vehicle (New) | | 80,000 | | | | | (80,000) | | | | | Fill & Site Alteration |
| **Total CIES Fleet** | | 440,000 | | | (60,000) | | (380,000) | | | | | |
| **Total Community Infrastructure & Environmental Services** | 1,753,750 | 7,218,000 | | | (1,027,400) | | (2,464,548) | | (1,299,389) | (1,715,000) | (711,663) | |
| | | | | | | | | | | | | |
| Water and Wastewater | | | | | | | | | | | | |
| Water Operations | | | | | | | | | | | | |
| WW-20-049 Water Meter Replacement Project | 864,000 | 180,000 | | | | | (180,000) | | | | | Infrastructure-Water |
| WW-22-001 Automated Meter Reading Study | | 100,000 | | | | | (100,000) | | | | | Infrastructure-Water |
| WW-22-002 Watermain Replacement Design | | 650,000 | | | | | (650,000) | | | | | Infrastructure-Water |
| **Total Water Operations** | 864,000 | 930,000 | | | | | (930,000) | | | | | |
| WWW Fleet | | | | | | | | | | | | |
| WW-22-003 Heavy Duty Pick-up Truck (W13-23) Replacement | | 70,000 | | | | | (70,000) | | | | | Veh & E Replace - W&S |
| WW-22-004 Water Supervisor Truck (W16-25) Replacement | | 80,000 | | | | | (80,000) | | | | | Veh & E Replace - W&S |
| WW-22-005 Service Van (W14-31) Replacement | | 70,000 | | | | | (70,000) | | | | | Veh & E Replace - W&S |
| WW-22-006 1/2 Ton Water Pick-up Truck (New) | | 70,000 | | | (70,000) | | | | | | | Water DC |
| **Total WWW Fleet** | | 290,000 | | | (70,000) | | (220,000) | | | | | |
| **Total Water and Wastewater** | 864,000 | 1,220,000 | | | (70,000) | | (1,150,000) | | | | | |
| | | | | | | | | | | | | |
| **Total Capital Program** | **3,423,750** | **24,040,505** | | | **(12,121,965)** | **(694,750)** | **(6,932,338)** | **(367,900)** | **(1,496,889)** | **(1,715,000)** | **(711,663)** | |

# Capital Budget Summary
## 2022 Budget

| | |
|---|---|
| **Development Charges** | |
| Fire | 70,000 |
| Administration | 120,000 |
| Indoor Recreation | 7,705,000 |
| Wastewater | 120,000 |
| Water | 70,000 |
| Outdoor Recreation | 1,011,115 |
| Roads | 1,093,100 |
| Library | 1,932,750 |
| **Subtotal Development Charges** | **12,121,965** |
| **Community Capital Contributions** | |
| Administrative Facilities | 25,000 |
| 10% Mandatory DC Reduction | 499,750 |
| Economic Development Initiatives & Servicing | 120,000 |
| Enviromental and Watershed Enhancements | 50,000 |
| **Subtotal Community Capital Contributions** | **694,750** |
| **Reserves** | |
| Working Capital | 215,000 |
| Fill & Site Alteration | 105,000 |
| Roads | 1,817,048 |
| Facilities | 1,277,880 |
| Emergency Services | 149,750 |
| General Capital | 150,000 |
| Information Technology | 497,500 |
| Library | 115,260 |
| Building Code | 370,000 |
| Winter Operations | 17,500 |
| Outdoor Recreation | 235,400 |
| Vehicle & Equipment - Tax | 782,000 |
| Vehicle & Equipment - WW | 220,000 |
| Sewer | 25,000 |
| Water | 955,000 |
| **Subtotal Reserves** | **6,932,338** |
| Deferred Revenue | 367,900 |
| Grants | 1,266,889 |
| Due from Other Municipalities | 1,715,000 |
| Stimulus Funding | 230,000 |
| Gas Tax | 711,663 |
| **Total Capital Program Funding** | **24,040,505** |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CA-22-001 Salary and Benefit Fairness Review | | |
| **Department** | CAO Office | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Market Review (Council, Town and Library Staff)

#### Project Justification

Market review to be conducted every three years

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CA-22-001 Salary and Benefit Fairness Review |
| **Department** | CAO Office |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 50,000 | 50,000 | | | | | |
| | 50,000 | 50,000 | | | | | |
| ***Expenditures Total*** | **50,000** | **50,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Working Capital Reserve | 50,000 | 50,000 | | | | | |
| | 50,000 | 50,000 | | | | | |
| ***Funding Total*** | **50,000** | **50,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | CAO Office | |
| Branch | HR Services | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Culture of Municipal Excellence | |
| Expected Start Month | November | |
| Approval Status | Approved | |
| Reserve Funding Source | Working Capital Reserve | |
| Transformation Project | No | |

## TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CS-21-001 Customer Relationship Management Tool (Modernization) | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

### Project Description

The Customer Relationship Management (CRM) tool is a system that will be used to track customer/resident/stakeholder feedback, complaints or inquiries, and forward to the appropriate staff for follow up. This would include a work-order management system that is easily updated by all parties.

A portion of the funding will be dedicated to project management. Future year funding provides for further refinements and enhancements to the system following initial implementation.

### Project Justification

This project is the primary requirement recommended from the Town's Service Delivery Review. In keeping with modernization efforts, the new CRM would better integrate with other data applications and onboard all departments into one task management system for integration into the InfoNow and ECM projects. The Town's current CRM system was put in place as a pilot in 2016 and the Town has refined its requirements and interdepartmental integration objectives. We are putting a more sophisticated system in place to meet our current and growing needs.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CS-21-001 Customer Relationship Management Tool (Modernization)

**Department** Corporate Services

**Version** Approved Budget **Year** 2022

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Materials** | | | | | | | | |
| Purchase - Computer Software | 356,000 | 306,000 | 25,000 | 25,000 | | | | |
| | 356,000 | 306,000 | 25,000 | 25,000 | | | | |
| ***Expenditures Total*** | **356,000** | **306,000** | **25,000** | **25,000** | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Information Technology Reserve | 200,000 | 150,000 | 25,000 | 25,000 | | | | |
| | 200,000 | 150,000 | 25,000 | 25,000 | | | | |
| **Grant** | | | | | | | | |
| Stimulus Funding - Provincial | 156,000 | 156,000 | | | | | | |
| | 156,000 | 156,000 | | | | | | |
| ***Funding Total*** | **356,000** | **306,000** | **25,000** | **25,000** | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | Communications | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Culture of Municipal Excellence | |
| Expected Start Month | July | |
| Approval Status | Approved | |
| Reserve Funding Source | Information Technology | |
| Transformation Project | Yes | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-001 EG Insider App | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

The 'Insider App' will support both shop local and tourism development efforts by incentivising and rewarding visits to local businesses, attractions and events. The project will require a contracted project coordinator to oversee customization of the App features and to onboard the initial cohort of EG businesses. Following the initial onboarding, the App will be managed by existing staff in partnership with the EG Chamber of Commerce.

#### Project Justification

The project supports ongoing business recovery and offers a consistent marketing platform for local businesses and events that both aligns with the 'EG Loves Local' objectives and captures important analytics that will inform future marketing and event tourism efforts. Users earn points by visiting local businesses or events. They can then redeem their points at local businesses, which drives sales when those rewards are tied to purchases. The reports generated through the App provide valuable data on the users, their activity, and consumption patterns.  The App will be an especially important asset to business impacted by the Downtown Revitalization projects and will offer them options to promote their businesses during periods of construction or traffic disruption.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-001 EG Insider App | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Professional Fees** | | | | | | | | |
| Contracted Services - Consultants | 30,000 | | 30,000 | | | | | |
| | 30,000 | | 30,000 | | | | | |
| ***Expenditures Total*** | **30,000** | | **30,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Community Contribution** | | | | | | | | |
| Draw from Servicing Initiatives CCC | 30,000 | | 30,000 | | | | | |
| | 30,000 | | 30,000 | | | | | |
| ***Funding Total*** | **30,000** | | **30,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | Economic Development | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | CCC-Ec.Dev Initiatives & Servicing | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-002 Lead Generation | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Contracted service to secure meetings with pre-qualified investment leads. Investment leads are defined as expanding companies likely to consider locating to East Gwillimbury (based on alignment with EG industry, locational, and workforce assets).

#### Project Justification

This project will support EG's investment attraction and job creation objectives. This approach allows for targeting marketing to specific industries most receptive to EG's value proposition.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-002 Lead Generation | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 40,000 | 40,000 | | | | | |
| | 40,000 | 40,000 | | | | | |
| ***Expenditures Total*** | **40,000** | **40,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Community Contribution** | | | | | | | |
| Draw from Servicing Initiatives CCC | 40,000 | 40,000 | | | | | |
| | 40,000 | 40,000 | | | | | |
| ***Funding Total*** | **40,000** | **40,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | Economic Development | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Responsible Growth & Env. Protection | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | CCC-Ec.Dev Initiatives & Servicing | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | CS-22-003 Southlake Health Centre Expansion |
| **Department** | Corporate Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Description

### Project Description

The project is the first phase of a potentially multi-phase advocacy and attraction effort aimed at positioning East Gwillimbury as the location of choice for the planned Southlake Health Centre Expansion. Phase one will consist of project scoping, budget development, strategy development, and the formation of a multi-stakeholder (public/private) project task force. The strategy will comprise a detailed plan for the formalization of a partnership with Southlake Health Centre. It will also define an approach for land acquisition and community fundraising; both of which will be integral components of the attraction strategy.

### Project Justification

Per Council direction, staff are working to prepare a comprehensive approach to attracting a facility that will have significant community benefit. A major healthcare facility will not only enhance resident access to healthcare, but will also have long term reputational and economic spin-off benefits.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CS-22-003 Southlake Health Centre Expansion |
| **Department** | Corporate Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 50,000 | 50,000 | | | | | |
| | 50,000 | 50,000 | | | | | |
| ***Expenditures Total*** | **50,000** | **50,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Community Contribution** | | | | | | | |
| Draw from Servicing Initiatives CCC | 50,000 | 50,000 | | | | | |
| | 50,000 | 50,000 | | | | | |
| ***Funding Total*** | **50,000** | **50,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | Economic Development | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | CCC-Ec.Dev Initiatives & Servicing | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-004 Annual Hardware Replacement | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Some desktop hardware is over 5 years old, off warranty, and is not suitable for Town requirements for a hybrid work place.

22 desktops, and 22 monitors will be replaced.

#### Project Justification

Due to the Town's requirement for a hybrid work place and the age of the existing hardware some of the existing desktops should be replaced with laptops including monitors that do not have current HDMI connectors required for laptop connectivity.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-004 Annual Hardware Replacement | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Computer Hardware | 50,000 | 50,000 | | | | | |
| | 50,000 | 50,000 | | | | | |
| ***Expenditures Total*** | **50,000** | **50,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Information Technology Reserve | 50,000 | 50,000 | | | | | |
| | 50,000 | 50,000 | | | | | |
| ***Funding Total*** | **50,000** | **50,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | IT Services | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Information Technology | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CS-22-005 Security Administration/Application Support | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

A key aspect of the Town's service modernizing program is the implementation of sophisticated Line of Business (LOB) technology solutions that include advanced features that require skills not present with current staff capabilities. In addition, administration of these solutions (e.g., security-based access control) requires independence from regular staff and or administration roles, to ensure data integrity.This would establish policies, procedures and provide training (in multiple media) to outline the distribution of responsibilities across departments and ensure application solutions are used as intended and to the fullest capacity.

## Project Justification

The 2020 external auditor's report disclosed the Town requires separation of duties for the financial system (Vadim) and other solutions that manage sensitive information. The proposed role would mitigate the identified risk by establishing access control polices for Town systems. In addition, the role would provide staff with training and support to ensure Town solutions were used as intended.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-005 Security Administration/Application Support | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 120,000 | 120,000 | | | | | |
| | 120,000 | 120,000 | | | | | |
| ***Expenditures Total*** | **120,000** | **120,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Information Technology Reserve | 120,000 | 120,000 | | | | | |
| | 120,000 | 120,000 | | | | | |
| ***Funding Total*** | **120,000** | **120,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | IT Services | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Information Technology | |
| Transformation Project | No | |

**TOWN OF EAST GWILLIMBURY**

**Capital Projects**

| | |
|---|---|
| **Project** | CS-22-006 Annual Security Audit and Cyber Breach Support Program |
| **Department** | Corporate Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

**Description**

## Project Description

A contracted external data security service provider would certify that public facing and internal information systems to maintain the required level of security to protect Town information. The data security service provider would help establish data security polices and provide risk-based guidance and support as part of the Towns Cyber breach response protocol. As part of the service, an annual penetration test will be conducted.

## Project Justification

Cybersecurity is important in protecting all categories of data from theft and damage. This includes sensitive data, personally identifiable information (PII), personal information, intellectual property, data and information systems. Concern over cyberbreaches were identified by the external auditor during the 2020 audit.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-006 Annual Security Audit and Cyber Breach Support Program | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 40,000 | 40,000 | | | | | |
| | 40,000 | 40,000 | | | | | |
| ***Expenditures Total*** | **40,000** | **40,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Information Technology Reserve | 40,000 | 40,000 | | | | | |
| | 40,000 | 40,000 | | | | | |
| ***Funding Total*** | **40,000** | **40,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | IT Services | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Culture of Municipal Excellence | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Information Technology | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CS-22-008 Audio Video Automation Upgrades Program | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

**Project Description**

Provision for Audio Video upgrades including installation to Town meeting rooms supporting Microsoft Teams virtual meetings.

**Project Justification**

Most of the Town's meeting rooms are not adequately equipped with audio video equipment capable of performing virtual meetings. The following meeting rooms would be upgraded dependent on several factors including usage and priority.

- Mount Albert Room, Holland Landing Room, Council Chambers - Civic Centre
- Canada Hall Room A – Sports Complex
- EOC Breakout Room & Meeting Room - Operations Centre
- Lions Hall & Mount Albert Community Centre

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CS-22-008 Audio Video Automation Upgrades Program |
| **Department** | Corporate Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Computer Hardware | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Expenditures Total*** | **10,000** | **10,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Information Technology Reserve | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Funding Total*** | **10,000** | **10,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | IT Services | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Information Technology | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CS-22-010 Business Solutions Implementation Program (Modernization) | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

In line with the Emergency Services digitization project underway, the 2022 program will establish standards and technology to digitize corporate forms. The corporation will undergo an assessment of forms that would benefit from digitization.

## Project Justification

Enhancing staff's ability to access information to provide efficient and cost-effective services is valued by residents and businesses. Staff applied for grant funding to support this process improvement initiative. The project will potentially be funded 65% grant, 35% Town.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-010 Business Solutions Implementation Program (Modernization) | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Professional Fees** | | | | | | | | |
| Contracted Services - Consultants | 150,000 | | 150,000 | | | | | |
| | 150,000 | | 150,000 | | | | | |
| ***Expenditures Total*** | **150,000** | | **150,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Information Technology Reserve | 52,500 | | 52,500 | | | | | |
| | 52,500 | | 52,500 | | | | | |
| **Grant** | | | | | | | | |
| Stimulus Funding - Provincial | 97,500 | | 97,500 | | | | | |
| | 97,500 | | 97,500 | | | | | |
| ***Funding Total*** | **150,000** | | **150,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | IT Services | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Culture of Municipal Excellence | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Information Technology, Grant | |
| Transformation Project | Yes | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-011 Municipal Modernization Program | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

A multi-year initiative that uses a funding provision established in 2021, for specialty resources required to support modernizing and transforming of Town services to meet resident and business community demand effectively and efficiently.

#### Project Justification

Strategic investment in Town assets is essential in meeting demand for new and improved services. The modernization program will require specialized technical support and technology to achieve modernization objectives. Some significant modernization and transformation initiatives currently in various stages of implementation include: ECM, CRM, eCommerce, Digital Forms and the Winter Operations dashboard.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-011 Municipal Modernization Program | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 300,000 | 300,000 | | | | | |
| | 300,000 | 300,000 | | | | | |
| ***Expenditures Total*** | **300,000** | **300,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Information Technology Reserve | 200,000 | 200,000 | | | | | |
| | 200,000 | 200,000 | | | | | |
| **Grant** | | | | | | | |
| Stimulus Funding - Provincial | 100,000 | 100,000 | | | | | |
| | 100,000 | 100,000 | | | | | |
| ***Funding Total*** | **300,000** | **300,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | IT Services | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Information Technology, Grant | |
| Transformation Project | Yes | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CS-22-012 Sustainability and Climate Change Program Management | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

**Project Description**

The resource will work with and support all departments by providing leadership and direction in developing and implementing conservation demand management programs and championing the cause of energy conservation for the Town. Deliverables and milestones include: Establish and chair a Sustainability Steering Committee of internal departmental representatives, Develop best practices and procedures to ensure compliance with environmental regulations and policies. Develop education and awareness programs related to clean air, water conservation and management, waste diversion and reduction, and energy conservation. Identify and solicit funding or grant opportunities that support environmental initiatives. Update and monitor the Corporate Management Energy Plan. Serve as Staff Liaison to the Environmental Advisory Committee and Regional Joint Municipal Climate Change Working Group, Play an advisory role in the update of the Thinking Green Development Standard.

**Project Justification**

Additional external resources are required to lead a comprehensive program of environmental initiatives.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CS-22-012 Sustainability and Climate Change Program Management | | |
| **Department** | Corporate Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Professional Fees** | | | | | | | | |
| Contracted Services - Consultants | 100,000 | | 100,000 | | | | | |
| | 100,000 | | 100,000 | | | | | |
| ***Expenditures Total*** | **100,000** | | **100,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Water Infrastructure | 25,000 | | 25,000 | | | | | |
| Sewer Infrastructure | 25,000 | | 25,000 | | | | | |
| | 50,000 | | 50,000 | | | | | |
| ***Funding Total*** | **50,000** | | **50,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Corporate Services | |
| Branch | Strategy and Administration | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Responsible Growth & Env. Protection | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Enviromental CCC, Water Infrastructure, Sewer Infrastructure | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | LI-22-001 Library Staff IT Replacement Program | | |
| **Department** | Library | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Description

### Project Description

Scheduled replacement of end of life hotspots and staff IT equipment.

### Project Justification

Scheduled replacement of end of life hotspots and staff IT equipment.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | LI-22-001 Library Staff IT Replacement Program | | |
| **Department** | Library | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Small Equipment and Tools | 10,500 | 10,500 | | | | | |
| | 10,500 | 10,500 | | | | | |
| ***Expenditures Total*** | **10,500** | **10,500** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Library Reserve | 10,500 | 10,500 | | | | | |
| | 10,500 | 10,500 | | | | | |
| ***Funding Total*** | **10,500** | **10,500** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Library | |
| Branch | Library | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Culture of Municipal Excellence | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Library | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | LI-22-002 Library Materials Program - Growth | | |
| **Department** | Library | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Purchase of additional library materials to keep pace with growth

#### Project Justification

Library Materials budget is used for the replacement cost of library materials that are annually capitalized. This budget is used to purchased additional library materials to keep up with growth-related demand for library resources. Library material use is increasing due to population growth, with the greatest demand on digital resources.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | LI-22-002 Library Materials Program - Growth | | |
| **Department** | Library | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Supplies - Materials | 7,500 | 7,500 | | | | | |
| | 7,500 | 7,500 | | | | | |
| ***Expenditures Total*** | **7,500** | **7,500** | | | | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Library Funding | 6,750 | 6,750 | | | | | |
| | 6,750 | 6,750 | | | | | |
| **Community Contribution** | | | | | | | |
| Draw from 10% Mandatory CCC | 750 | 750 | | | | | |
| | 750 | 750 | | | | | |
| ***Funding Total*** | **7,500** | **7,500** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Library | |
| Branch | Library | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Responsible Growth & Env. Protection | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Library DC, 10% CCC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | LI-22-003 Access Cards/FOBS | | |
| **Department** | Library | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

To replace key access with access cards/FOB access at the Holland Landing Community Centre & Library and the Ross Family Complex & Library to control access to buildings. This is joint request between Community, Parks, Recreation and Culture and the East Gwillimbury Public Library.

#### Project Justification

The HLCC & Ross Family Complex, along with the libraries, are secured by key access which as proven to create barriers to staff access due to a finite number of keys in circulation. Library closures during the pandemic accentuated this barrier as casual staff waited at locked doors to be granted access. Implementing access cards is commonplace for workplaces and will greatly improve access control for building security as cards can be programmed to allow staff access between certain hours.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | LI-22-003 Access Cards/FOBS | | |
| **Department** | Library | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Equipment / Vehicle** | | | | | | | | |
| Purchase - Small Equipment and Tools | 20,000 | | 20,000 | | | | | |
| | 20,000 | | 20,000 | | | | | |
| ***Expenditures Total*** | **20,000** | | **20,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Library Reserve | 10,000 | | 10,000 | | | | | |
| Draw from Facility Reserve | 10,000 | | 10,000 | | | | | |
| | 20,000 | | 20,000 | | | | | |
| ***Funding Total*** | **20,000** | | **20,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Library | |
| Branch | Library | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Library, Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | LI-22-004 Library Materials Capital Replacement Program |
| **Department** | Library |
| **Version** | Approved Budget |
| **Year** | 2022 |

**Description**

## Project Description

The 2022 library materials budget amounts to $94,760 from Tax Levy to maintain the Library's current collection

## Project Justification

Older collection materials need to be replaced to ensure total inventory is current and available to the community. Staff have noticed an increased demand for digital resources as the population increases.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | LI-22-004 Library Materials Capital Replacement Program | | |
| **Department** | Library | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Other** | | | | | | | |
| Community Grants | 94,760 | 94,760 | | | | | |
| | 94,760 | 94,760 | | | | | |
| ***Expenditures Total*** | **94,760** | **94,760** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Library Reserve | 94,760 | 94,760 | | | | | |
| | 94,760 | 94,760 | | | | | |
| ***Funding Total*** | **94,760** | **94,760** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Library | |
| Branch | Library | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Library | |
| Transformation Project | No | |

## TOWN OF EAST GWILLIMBURY

### Capital Projects

| | | | |
|---|---|---|---|
| **Project** | ES-22-001 ECSS Modernization Program | | |
| **Department** | Emergency & Community Safety Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

| **Description** |
|---|
| Project Description |
| Digitize current ECSS operational forms and reports. Create an ECSS operational dashboard. Modernizing departmental processes and procedures with the use of technology to transition from paper to digital formats. Develop a technical framework and programs for collecting and analyzing data for intelligence based decisions. |
| Project Justification |
| Currently, Fire Service staff use several paper forms including vehicle and equipment checks, deficiency reports, uniform requests, etc. Transitioning these forms to an electronic/digital format would enhance the quality of the data submitted, reduce processing times, and permit the development of an operational dashboard, making important operational information easy to access by management and front line staff. |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** ES-22-001 ECSS Modernization Program
**Department** Emergency & Community Safety Services
**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 40,000 | 40,000 | | | | | |
| | 40,000 | 40,000 | | | | | |
| ***Expenditures Total*** | **40,000** | **40,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw fr Reserve - Emergency Services | 40,000 | 40,000 | | | | | |
| | 40,000 | 40,000 | | | | | |
| ***Funding Total*** | **40,000** | **40,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Emergency & Community Safety Services | |
| Branch | Strategy and Administration | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Culture of Municipal Excellence | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Emergency Services | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | ES-22-003 2022 Bunker Gear Equipment Replacement |
| **Department** | Emergency & Community Safety Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Bunker gear is replaced on a 10 year life cycle or as required due to irreparable damage or excessive wear and tear.

#### Project Justification

Bunker gear is a mandatory piece of safety clothing for suppression staff, this is a regular annual capital cost as new staff are hired and gear is added and removed from inventory. For the years to 2021-2026 there is an increase in the yearly capital request. A large amount of gear was purchase and replaced when the station burned down, therefore, there is a significant purchase required to replace that gear. By spreading out the cost over 5 years, it lessens the impact on the budget, especially when considering product cost increases.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | ES-22-003 2022 Bunker Gear Equipment Replacement | | |
| **Department** | Emergency & Community Safety Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 30,500 | 30,500 | | | | | |
| | 30,500 | 30,500 | | | | | |
| ***Expenditures Total*** | **30,500** | **30,500** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw fr Reserve - Emergency Services | 30,500 | 30,500 | | | | | |
| | 30,500 | 30,500 | | | | | |
| ***Funding Total*** | **30,500** | **30,500** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Emergency & Community Safety Services | |
| Branch | Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Emergency Services | |
| Transformation Project | No | |

## TOWN OF EAST GWILLIMBURY

### Capital Projects

| | | | |
|---|---|---|---|
| **Project** | ES-22-004 Hose and Front Line Equipment Replacement | | |
| **Department** | Emergency & Community Safety Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

**Project Description**

Hose, accessories and rescue replacement.

**Project Justification**

New hose, fittings and accessory replacement schedule to ensure inventory is up to date.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** ES-22-004 Hose and Front Line Equipment Replacement

**Department** Emergency & Community Safety Services

**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 18,500 | 18,500 | | | | | |
| | 18,500 | 18,500 | | | | | |
| ***Expenditures Total*** | **18,500** | **18,500** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw fr Reserve - Emergency Services | 18,500 | 18,500 | | | | | |
| | 18,500 | 18,500 | | | | | |
| ***Funding Total*** | **18,500** | **18,500** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Emergency & Community Safety Services | |
| Branch | Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Emergency Services | |
| Transformation Project | No | |

## TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | ES-22-005 2022 Paid On Call Annual Recruitment Program |
| **Department** | Emergency & Community Safety Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

New protective equipment required for yearly intake of paid-on-call fire fighters to increase staff compliment across all three stations.

#### Project Justification

Protective equipment and significant costs for training requirements, resources and equipment required each year that a recruitment occurs.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** ES-22-005 2022 Paid On Call Annual Recruitment Program
**Department** Emergency & Community Safety Services
**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 45,750 | 45,750 | | | | | |
| | 45,750 | 45,750 | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 15,000 | 15,000 | | | | | |
| | 15,000 | 15,000 | | | | | |
| ***Expenditures Total*** | **60,750** | **60,750** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw fr Reserve - Emergency Services | 60,750 | 60,750 | | | | | |
| | 60,750 | 60,750 | | | | | |
| ***Funding Total*** | **60,750** | **60,750** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Emergency & Community Safety Services | |
| Branch | Training | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | March | |
| Approval Status | Approved | |
| Reserve Funding Source | Emergency Services | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | ES-22-006 Car 3 - 2014 Chevrolet Replacement | | |
| **Department** | Emergency & Community Safety Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Replacement of 2014 Chevrolet

#### Project Justification

Replaced based on the recommended useful life cycle

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | ES-22-006 Car 3 - 2014 Chevrolet Replacement | | |
| **Department** | Emergency & Community Safety Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Expenditures Total*** | **70,000** | **70,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Funding Total*** | **70,000** | **70,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Emergency & Community Safety Services | |
| Branch | Emergency Services Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | May | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | ES-22-007 Command Vehicle (New) |
| **Department** | Emergency & Community Safety Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Description

### Project Description

New command vehicle required.

### Project Justification

To support the Assistant Deputy Fire Chief response.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | ES-22-007 Command Vehicle (New) | | |
| **Department** | Emergency & Community Safety Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Expenditures Total*** | **70,000** | **70,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Fire Services | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Funding Total*** | **70,000** | **70,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Emergency & Community Safety Services | |
| Branch | Emergency Services Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Responsible Growth & Env. Protection | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Fire DC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | ES-22-008 Car 4 - 2013 Dodge Ram Replacement |
| **Department** | Emergency & Community Safety Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Replacement of the 2013 Dodge Ram

#### Project Justification

Typical replacement cycle of fleet vehicles based on useful life cycle.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | ES-22-008 Car 4 - 2013 Dodge Ram Replacement | | |
| **Department** | Emergency & Community Safety Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Expenditures Total*** | **70,000** | **70,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Funding Total*** | **70,000** | **70,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Emergency & Community Safety Services | |
| Branch | Emergency Services Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | February | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | DS-19-019 City View Software Enhancements | | |
| **Department** | Development Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

**Project Description**

The Town requires upgrades to the functions and programming of the City View software, including business process refinements and ease of access to information for staff and residents. These enhancements will achieve corporate-wide use of the system.

**Project Justification**

Software updates will be launched in early 2022 followed by additional customization for reporting optimization and automation.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** DS-19-019 City View Software Enhancements

**Department** Development Services

**Version** Approved Budget **Year** 2022

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Materials** | | | | | | | | |
| Supplies - Materials | 540,000 | 400,000 | 140,000 | | | | | |
| | 540,000 | 400,000 | 140,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Contracted Services - Consultants | 330,000 | 100,000 | 230,000 | | | | | |
| | 330,000 | 100,000 | 230,000 | | | | | |
| ***Expenditures Total*** | **870,000** | **500,000** | **370,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Draw fr Building Code Act | 870,000 | 500,000 | 370,000 | | | | | |
| | 870,000 | 500,000 | 370,000 | | | | | |
| ***Funding Total*** | **870,000** | **500,000** | **370,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Development Services | |
| Branch | Strategy and Administration | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Building Code Enforcement | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | DS-22-001 Heritage District Study |
| **Department** | Development Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Description

### Project Description

Study to conduct research related to establishing Heritage Districts, with a focus on preserving the Town's cultural heritage.

### Project Justification

Staff have received direction from Council to prioritize the importance of establishing heritage districts, with the Sharon Heritage District being the first project in the initiative.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | DS-22-001 Heritage District Study | | |
| **Department** | Development Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 100,000 | 100,000 | | | | | |
| | 100,000 | 100,000 | | | | | |
| ***Expenditures Total*** | **100,000** | **100,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Developer Contribution** | | | | | | | |
| Revenue/Recovery from Developers | 100,000 | 100,000 | | | | | |
| | 100,000 | 100,000 | | | | | |
| ***Funding Total*** | **100,000** | **100,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Development Services | |
| Branch | Strategy and Administration | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Responsible Growth & Env. Protection | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Deferred Revenue | |
| Transformation Project | No | |

## TOWN OF EAST GWILLIMBURY

### Capital Projects

| | | | |
|---|---|---|---|
| **Project** | DS-22-002 Thinking Green Development Standards Review and Sustainable Community | | |
| **Department** | Development Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

**Project Description**

The Thinking Green Development Standards Review updates current standards and policies/procedures to maintain program effectiveness. The Sustainable Community Energy Plan implements a comprehensive district energy strategy, maintaining and enhancing reasonable construction standards; focusing on sustainable community design principles for Town developments. The plan will consider final greenhouse gas performance, and the economic and social benefits of sustainable community energy use.

**Project Justification**

The Thinking Green Development Standards need to be updated to maintain industry relevancy and ensure program effectiveness moving forward. The update will ensure new development applications abide by the latest performance standards and Town expectations for sustainable development, to optimize the efficient and responsible use of land. The Sustainable Community Energy Plan provides an implementable policy framework for guiding development across the Town in a sustainable manner and with regard for maintaining high resident quality of life. The Plan will provide the long-term framework for managing the Town’s energy needs responsibly.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | DS-22-002 Thinking Green Development Standards Review and Sustainable Community |
| **Department** | Development Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Professional Fees** | | | | | | | | |
| Contracted Services - Consultants | 200,000 | | 50,000 | 150,000 | | | | |
| | 200,000 | | 50,000 | 150,000 | | | | |
| ***Expenditures Total*** | **200,000** | | **50,000** | **150,000** | | | | |
| ***Funding*** | | | | | | | | |
| **Development Charges** | | | | | | | | |
| DC Admin Funding | 180,000 | | 45,000 | 135,000 | | | | |
| | 180,000 | | 45,000 | 135,000 | | | | |
| **Community Contribution** | | | | | | | | |
| Draw from 10% Mandatory CCC | 20,000 | | 5,000 | 15,000 | | | | |
| | 20,000 | | 5,000 | 15,000 | | | | |
| ***Funding Total*** | **200,000** | | **50,000** | **150,000** | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Development Services | |
| Branch | Strategy and Administration | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Responsible Growth & Env. Protection | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Admin DC, 10% CCC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | CP-22-001 Radial Line Trail Extension to Green Lane and Safety Fencing |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Description

### Project Description

Radial Line trail extension construction and safety fencing from Green Lane, north to existing trail termination. (650m)

### Project Justification

Trail construction required to mitigate safety concerns from adjacent driving range use and golf balls injuring residents. The project will involve the creation of an access agreement between the Town and land Developer who own's a portion of the lands.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CP-22-001 Radial Line Trail Extension to Green Lane and Safety Fencing

**Department** Community Parks Recreation & Culture

**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 235,115 | 235,115 | | | | | |
| | 235,115 | 235,115 | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 11,000 | 11,000 | | | | | |
| | 11,000 | 11,000 | | | | | |
| ***Expenditures Total*** | **246,115** | **246,115** | | | | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Parks Funding | 146,115 | 146,115 | | | | | |
| | 146,115 | 146,115 | | | | | |
| **Developer Contribution** | | | | | | | |
| Revenue/Recovery from Developers | 100,000 | 100,000 | | | | | |
| | 100,000 | 100,000 | | | | | |
| ***Funding Total*** | **246,115** | **246,115** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Deferred Revenue. Parks DC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CP-22-002 Nokiidaa Trail - Parking Lot Expansion | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

| **Description** |
|---|
| Project Description |
| Construction of new parking lot for trail user overflow at Nokiidaa Trail entrance, Mount Albert Road and Yonge Street. |
| Project Justification |
| Increased use of Nokiidaa Trail by residents, commuters and out of town visitors during COVID19 Pandemic has created on street parking issues along Regional Roads where parking is not permitted. |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-002 Nokiidaa Trail - Parking Lot Expansion | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 180,000 | 180,000 | | | | | |
| | 180,000 | 180,000 | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 5,700 | 5,700 | | | | | |
| | 5,700 | 5,700 | | | | | |
| ***Expenditures Total*** | **185,700** | **185,700** | | | | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Roads Funding | 185,700 | 185,700 | | | | | |
| | 185,700 | 185,700 | | | | | |
| ***Funding Total*** | **185,700** | **185,700** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Roads DC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-003 Ross Family Complex Pickleball Courts and Windscreens |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Installation of two (2) outdoor pickleball courts with fencing, windscreens, sport court surfacing and asphalt walkways.

#### Project Justification

Increased demand from resident and organized seniors groups to provide dedicated pickleball courts for recreation and tournament play. There are currently no dedicated outdoor pickleball courts within any Town park or facility.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CP-22-003 Ross Family Complex Pickleball Courts and Windscreens

**Department** Community Parks Recreation & Culture

**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 167,000 | 167,000 | | | | | |
| | 167,000 | 167,000 | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 900 | 900 | | | | | |
| | 900 | 900 | | | | | |
| ***Expenditures Total*** | **167,900** | **167,900** | | | | | |
| ***Funding*** | | | | | | | |
| **Developer Contribution** | | | | | | | |
| Revenue/Recovery from Developers | 167,900 | 167,900 | | | | | |
| | 167,900 | 167,900 | | | | | |
| ***Funding Total*** | **167,900** | **167,900** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Deferred Revenue | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-004 Holland Landing Community Centre - Splashpad Remediation | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Repair and replacement of splash pad mechanical system, underground pipe and concrete surface. Work includes installation of security cameras.

#### Project Justification

Underground pipe leaks, ground saturation and extreme cold temperatures has resulted in severe frost heaving of concrete surface during freeze/thaw cycles. Yearly inspection of splash pad by York Region Health has identified uneven concrete as a trip hazard for 3 years in a row. Parks staff can no longer mitigate this hazard through grinding. Security cameras will increase safety for park users.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-004 Holland Landing Community Centre - Splashpad Remediation | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 208,000 | 208,000 | | | | | |
| | 208,000 | 208,000 | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 400 | 400 | | | | | |
| | 400 | 400 | | | | | |
| ***Expenditures Total*** | **208,400** | **208,400** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Reserve - Parks | 208,400 | 208,400 | | | | | |
| | 208,400 | 208,400 | | | | | |
| ***Funding Total*** | **208,400** | **208,400** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Parks | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CP-22-005 Ridgeview Park Tennis Courts | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Purchase of wind screens for Ridgeview Park tennis courts.

## Project Justification

The East Gwillimbury Tennis Club has approached the CPRC Parks Branch to install wind screens at the newly constructed Ridgeview Park tennis courts. The wind screens are a necessity to ensure tennis play and lessons can continue during windy conditions. Wind affects tennis play dramatically and will be greatly reduced with the screens.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-005 Ridgeview Park Tennis Courts | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Supplies - Materials | 12,000 | 12,000 | | | | | |
| | 12,000 | 12,000 | | | | | |
| ***Expenditures Total*** | **12,000** | **12,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Reserve - Parks | 12,000 | 12,000 | | | | | |
| | 12,000 | 12,000 | | | | | |
| ***Funding Total*** | **12,000** | **12,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Parks | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CP-22-006 Queensville Park Tennis Courts | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Purchase of wind screens for Queensville Park tennis courts.

## Project Justification

The East Gwillimbury Tennis Club has approached the CPRC Parks Branch to install wind screens at the newly constructed Queensville Park tennis courts. The wind screens are a necessity to ensure tennis play and lessons can continue during windy conditions. Wind affects tennis play dramatically and will be greatly reduced with the screens.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-006 Queensville Park Tennis Courts |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Supplies - Materials | 15,000 | 15,000 | | | | | |
| | 15,000 | 15,000 | | | | | |
| ***Expenditures Total*** | **15,000** | **15,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Reserve - Parks | 15,000 | 15,000 | | | | | |
| | 15,000 | 15,000 | | | | | |
| ***Funding Total*** | **15,000** | **15,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Parks | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CP-22-007 404 Town Gateway Feature | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Description

### Project Description

Design and construction of Town gateway entry feature signage with landscape planting on Provincial Highway 404 lands (Northbound). Includes operating increase for annual bedding plants ($3000.00) water ($2000) and maintenance of floral ($6000) display by Parks Operations

### Project Justification

Council request to include the project design as part of the 2022 Budget and Construction in 2023.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-007 404 Town Gateway Feature |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 320,000 | | 320,000 | | | | |
| | 320,000 | | 320,000 | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Expenditures Total*** | **400,000** | **80,000** | **320,000** | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| General Capital Reserve | 400,000 | 80,000 | 320,000 | | | | |
| | 400,000 | 80,000 | 320,000 | | | | |
| ***Funding Total*** | **400,000** | **80,000** | **320,000** | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | General Capital | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-008 North Union Community Centre Exterior Basement Stairwell Concrete Paving | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Repair/replacement concrete exterior stairwell of North Union Community Centre

#### Project Justification

Repair/replacement as existing concrete stairwell is pitting and could potentially be unsafe to use as an emergency exit.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-008 North Union Community Centre Exterior Basement Stairwell Concrete Paving |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 15,000 | 15,000 | | | | | |
| | 15,000 | 15,000 | | | | | |
| ***Expenditures Total*** | **15,000** | **15,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 15,000 | 15,000 | | | | | |
| | 15,000 | 15,000 | | | | | |
| ***Funding Total*** | **15,000** | **15,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | CP-22-009 Holland Landing Community Centre Floor Scrubber Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

**Description**

## Project Description

Replacement of Floor Scrubber at Holland Landing Community Centre

## Project Justification

Replacement of aging asset required for daily cleaning and sanitization.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CP-22-009 Holland Landing Community Centre Floor Scrubber Replacement

**Department** Community Parks Recreation & Culture

**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Small Equipment and Tools | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Expenditures Total*** | **10,000** | **10,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Funding Total*** | **10,000** | **10,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-010 Mount Albert Community Centre Accessibility Ramp Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Replacement of Mount Albert Community Centre Accessibility Ramp

#### Project Justification

Accessibility Ramp provides barrier free access to the facility. The ramp has been repaired several times as corrosion of structural supports continue to degrade the structure. Recommendation is to install a concrete ramp to support ongoing activities at the facility.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-010 Mount Albert Community Centre Accessibility Ramp Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 90,000 | 90,000 | | | | | |
| | 90,000 | 90,000 | | | | | |
| ***Expenditures Total*** | **90,000** | **90,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 90,000 | 90,000 | | | | | |
| | 90,000 | 90,000 | | | | | |
| ***Funding Total*** | **90,000** | **90,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-011 Sports Complex Ice Edger/Levelling System Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

### Project Description

Ice Edger/Leveling System

### Project Justification

Equipment is near end of lifecycle. required to perform ice maintenance ensuring a consistent safe ice sheet.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-011 Sports Complex Ice Edger/Levelling System Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Expenditures Total*** | **10,000** | **10,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Funding Total*** | **10,000** | **10,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | August | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CP-22-012 Building Automation System - Civic Centre Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Replacement of Civic Centre Building Automation System

## Project Justification

The Civic Centre is equipped with a pneumatic building automation system (BAS) located that is at the end of life cycle. Software and equipment is outdated and difficult to source/repair. Mechanical units are controlled by BAS that regulate proper building environmental conditions. Recommended replacement of the existing system to an electronic direct control system.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-012 Building Automation System - Civic Centre Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Purchase - Computer Software | 60,000 | 60,000 | | | | | |
| | 60,000 | 60,000 | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 30,000 | 30,000 | | | | | |
| | 30,000 | 30,000 | | | | | |
| ***Expenditures Total*** | **90,000** | **90,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 90,000 | 90,000 | | | | | |
| | 90,000 | 90,000 | | | | | |
| ***Funding Total*** | **90,000** | **90,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | March | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-013 Temperance Hall & Temple Visitors Centre Servicing | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Temperance Hall & Temple Visitors Centre Servicing

#### Project Justification

Sharon Temple Museum Society will add a facility on the Temple property that will create a proper visitors centre, event space and storage facility for artifacts that does not currently exist. This facility will require access from the Temperance Hall parking lot and existing adjacent septic field that services the Temperance Hall. The Temperance Hall septic system has limited capacity and age of the septic system is unknown. At the time the Visitors Centre is constructed, this will be serviced to municipal sewer. Strategically, the Temperance Hall would connect paying a proportionate fee to include municipal servicing and with it the decommissioning of the existing septic system.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-013 Temperance Hall & Temple Visitors Centre Servicing |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 11,500 | 11,500 | | | | | |
| Contracted Services - Consultants | 10,000 | 10,000 | | | | | |
| | 21,500 | 21,500 | | | | | |
| **Contingency** | | | | | | | |
| Contingencies | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Expenditures Total*** | **111,500** | **111,500** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 111,500 | 111,500 | | | | | |
| | 111,500 | 111,500 | | | | | |
| ***Funding Total*** | **111,500** | **111,500** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | June | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | CP-22-014 Mount Albert Community Centre Roof & Cladding Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

**Description**

## Project Description

Replacement of roof and aluminum cladding

## Project Justification

Steel roof is aging and leaking is occurring in areas. Flat roof and flashing at the rear of the facility requires replacement. Aluminum cladding at the front/north elevation will require replacement.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CP-22-014 Mount Albert Community Centre Roof & Cladding Replacement

**Department** Community Parks Recreation & Culture

**Version** Approved Budget **Year** 2022

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 130,000 | | 130,000 | | | | | |
| | 130,000 | | 130,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Contracted Services - Consultants | 10,000 | | 10,000 | | | | | |
| | 10,000 | | 10,000 | | | | | |
| **Contingency** | | | | | | | | |
| Contingencies | 10,000 | | 10,000 | | | | | |
| | 10,000 | | 10,000 | | | | | |
| ***Expenditures Total*** | **150,000** | | **150,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Draw from Facility Reserve | 150,000 | | 150,000 | | | | | |
| | 150,000 | | 150,000 | | | | | |
| ***Funding Total*** | **150,000** | | **150,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CP-22-015 Sports Complex - 2 HVAC Units Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Description

### Project Description

Replacement of two (2) roof top units at the Sports Complex

### Project Justification

Two (2) rooftop units are installed on the South 1998 building addition roof and are not functioning efficiently. Both units are using R22 refrigerant. R22 refrigerant is no longer used in the industry. The units are at the end of service life. Recommendation is for replacement.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CP-22-015 Sports Complex - 2 HVAC Units Replacement

**Department** Community Parks Recreation & Culture

**Version** Approved Budget **Year** 2022

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 35,000 | 35,000 | | | | | |
| | 35,000 | 35,000 | | | | | |
| ***Expenditures Total*** | **35,000** | **35,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 35,000 | 35,000 | | | | | |
| | 35,000 | 35,000 | | | | | |
| ***Funding Total*** | **35,000** | **35,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | April | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | CP-22-016 Sports Complex Refrigeration Plant Replacements |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

**Description**

## Project Description

Sports Complex Refrigeration Plant Replacements

## Project Justification

Two gas-fired evaporative condensers are installed on a steel platform on the North roof. The units have approached end of life cycle.

50HP compressor installed in the East Refrigeration room is at end of life cycle.

Automation of the refrigeration plant control panel to monitor remotely and increase efficiencies.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-016 Sports Complex Refrigeration Plant Replacements | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 325,000 | | 325,000 | | | | | |
| | 325,000 | | 325,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 6,000 | | 6,000 | | | | | |
| | 6,000 | | 6,000 | | | | | |
| **Contingency** | | | | | | | | |
| Contingencies | 15,000 | | 15,000 | | | | | |
| | 15,000 | | 15,000 | | | | | |
| ***Expenditures Total*** | **346,000** | | **346,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Draw from Facility Reserve | 346,000 | | 346,000 | | | | | |
| | 346,000 | | 346,000 | | | | | |
| ***Funding Total*** | **346,000** | | **346,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | May | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-017 Civic Centre Boilers and HVAC Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Replacement of Civic Centre Boilers, Humidifiers and Pumps

#### Project Justification

Existing assets are original from 1990, at the end of their useful lifecycle. Original heating boilers manufactured by 'Weil-McLain', 'Armstrong' heating pumps rated at 1 1/2HP each and two (2) 'Nortec' humidifiers serving air handling units are located in the Basement Mechanical Room. These systems are older and parts will slowly become obsolete and replacement is required.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-017 Civic Centre Boilers and HVAC Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Expenditures Total*** | **80,000** | **80,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Funding Total*** | **80,000** | **80,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | May | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-018 Civic Centre Atrium Skylight Gallery Windows Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Civic Centre Atrium Skylight Gallery Glazing

#### Project Justification

The aluminum framed double glazed skylight window located at the Atrium is in fair condition. Two (2) panels were noted to have failed glazing with condensation observed. Recommendation is to replace panels, including refurbishing frame and replacing sealant.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-018 Civic Centre Atrium Skylight Gallery Windows Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 25,000 | 25,000 | | | | | |
| | 25,000 | 25,000 | | | | | |
| ***Expenditures Total*** | **25,000** | **25,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 25,000 | 25,000 | | | | | |
| | 25,000 | 25,000 | | | | | |
| ***Funding Total*** | **25,000** | **25,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | May | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-019 Health & Safety- Workspace Ergonomics | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Ergonomic assessment of staff workspace (in office and remote) set up to ensure correct work posture and workstation set-up.

#### Project Justification

To meet legislated Health and Safety requirements.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-019 Health & Safety- Workspace Ergonomics | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Purchase - Office Furniture & | 8,000 | 8,000 | | | | | |
| | 8,000 | 8,000 | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 1,000 | 1,000 | | | | | |
| Contracted Services - Consultants | 1,000 | 1,000 | | | | | |
| | 2,000 | 2,000 | | | | | |
| ***Expenditures Total*** | **10,000** | **10,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| General Capital Reserve | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Funding Total*** | **10,000** | **10,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Culture of Municipal Excellence | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | General Capital | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-020 Electric Vehicle Charging Stations |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Electric Vehicle Charging Stations

#### Project Justification

The Town continues to expand options with "Thinking Green". Increase in Electric Vehicles has created a demand for electric vehicle charging stations at Town facilities that include East Gwillimbury Sports Complex, Holland Landing Community Centre & Ross Family Complex

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-020 Electric Vehicle Charging Stations | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Supplies - Materials | 4,500 | 4,500 | | | | | |
| | 4,500 | 4,500 | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 45,000 | 45,000 | | | | | |
| | 45,000 | 45,000 | | | | | |
| ***Expenditures Total*** | **49,500** | **49,500** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 49,500 | 49,500 | | | | | |
| | 49,500 | 49,500 | | | | | |
| ***Funding Total*** | **49,500** | **49,500** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-021 Staff Space Needs Assessment | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

With the opening of the Operations Centre and the increased ability for staff to work remotely as witnessed throughout the pandemic, it is recommended that an assessment of space needs be conducted for existing and future staffing requirements. The assessment and subsequent analysis will leverage the Town's Build Back Better initiative to explore remote, hybrid and on-site models with the goal of providing sufficient workspace for existing and future staffing, and ensuring efficient use of workspaces throughout municipal facilities that staff occupy.

#### Project Justification

The Town's Build Back Better initiative in conjunction with COVID-19, gives rise to an opportunity to look at spacing needs for existing and future staffing compliment. A consultant would be retained to assess department workstations, configurations, and physical working locations. The assessment and subsequent analysis will explore remote, hybrid and on-site models with the goal of creating efficient use of workspace throughout municipal facilities that staff occupy.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-021 Staff Space Needs Assessment | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 150,000 | 150,000 | | | | | |
| | 150,000 | 150,000 | | | | | |
| ***Expenditures Total*** | **150,000** | **150,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Admin Funding | 75,000 | 75,000 | | | | | |
| | 75,000 | 75,000 | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 75,000 | 75,000 | | | | | |
| | 75,000 | 75,000 | | | | | |
| ***Funding Total*** | **150,000** | **150,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Admin DC, Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-022 Digital Signs | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Replacement of current text only signs at all facilities with a high definition, full picture display.

#### Project Justification

To be aligned with the roll out of the HALP, to create a consistent Town wide feel and enhance the use of these boards. Currently, the boards consume significant staff time to update, and components are becoming difficult to source. New boards would be more visually appealing and include more details, resulting in a new advertising venue. Each year can be a new sign (Sports Complex, Holland Landing Community Centre, Ross Family Complex and Mount Albert Lions Community Centre)

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CP-22-022 Digital Signs
**Department** Community Parks Recreation & Culture
**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 100,000 | 25,000 | 25,000 | 25,000 | 25,000 | | |
| | 100,000 | 25,000 | 25,000 | 25,000 | 25,000 | | |
| ***Expenditures Total*** | **100,000** | **25,000** | **25,000** | **25,000** | **25,000** | | |
| ***Funding*** | | | | | | | |
| **Community Contribution** | | | | | | | |
| Draw from Admin CCC | 100,000 | 25,000 | 25,000 | 25,000 | 25,000 | | |
| | 100,000 | 25,000 | 25,000 | 25,000 | 25,000 | | |
| ***Funding Total*** | **100,000** | **25,000** | **25,000** | **25,000** | **25,000** | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | CCC-Administrative Facilities | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-023 Health and Active Living Plaza Building and Park Construction | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Construction of Health & Active Living Plaza including Park

**Class B Cost Estimate to be provided to validate budget prior to Construction Tender.**

Architectural Fees, Contract Administration, Project Management included under Consulting Fees.

Construction of Event Street to be cost shared 50% and funded under Roads DC's.

#### Project Justification

Identified in the CPRC Master Plan, Council approved design of a multipurpose recreation centre to include an aquatics centre, gymnasium, library, indoor play space and multipurpose spaces.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CP-22-023 Health and Active Living Plaza Building and Park Construction

**Department** Community Parks Recreation & Culture

**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Purchase - Office Furniture & | 1,500,000 | | | | 1,500,000 | | |
| | 1,500,000 | | | | 1,500,000 | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 64,900,000 | 10,550,000 | 19,375,000 | 19,375,000 | 15,600,000 | | |
| | 64,900,000 | 10,550,000 | 19,375,000 | 19,375,000 | 15,600,000 | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 280,000 | 70,000 | 70,000 | 70,000 | 70,000 | | |
| Contracted Services - Consultants | 1,590,000 | 370,000 | 555,000 | 555,000 | 110,000 | | |
| | 1,870,000 | 440,000 | 625,000 | 625,000 | 180,000 | | |
| ***Expenditures Total*** | **68,270,000** | **10,990,000** | **20,000,000** | **20,000,000** | **17,280,000** | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Roads Funding | 1,500,000 | | 750,000 | 750,000 | | | |
| DC Parks Funding | 5,253,000 | 865,000 | 1,514,000 | 1,514,000 | 1,360,000 | | |
| DC Library Funding | 11,703,000 | 1,926,000 | 3,374,000 | 3,374,000 | 3,029,000 | | |
| DC Indoor Recreation Funding | 46,814,000 | 7,705,000 | 13,497,000 | 13,497,000 | 12,115,000 | | |
| | 65,270,000 | 10,496,000 | 19,135,000 | 19,135,000 | 16,504,000 | | |
| **Community Contribution** | | | | | | | |
| Draw from 10% Mandatory CCC | 3,000,000 | 494,000 | 865,000 | 865,000 | 776,000 | | |
| | 3,000,000 | 494,000 | 865,000 | 865,000 | 776,000 | | |
| ***Funding Total*** | **68,270,000** | **10,990,000** | **20,000,000** | **20,000,000** | **17,280,000** | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | June | |
| Approval Status | Approved | |
| Reserve Funding Source | Roads DC, Parks DC, Library DC, Indoor Rec DC, 10% CCC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | CP-22-024 Parks Supervisor Pick-up Truck (P14-23) Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Description

### Project Description

Replacement of Parks Supervisor 4 wheel drive pick up Truck
Asset (P14-23)

### Project Justification

The existing vehicle is utilized by the Supervisor for ongoing site inspections and administrative duties. The vehicle was acquired in 2014 and requires replacement due to age, condition and maintenance costs. Staff have been able to extend the replacement by one year, but are seeking replacement in 2022. This supervisory vehicle is fully utilized on a year round basis and is an important asset within CPRC to maintain current levels of service. Staff are recommending the replacement with a Electric Pick-up Truck, if available.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-024 Parks Supervisor Pick-up Truck (P14-23) Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Expenditures Total*** | **80,000** | **80,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Funding Total*** | **80,000** | **80,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-025 2011 FMG M35 Trailer (10ft) (P11-54) Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

| **Description** |
|---|
| Project Description |
| Trailer for Construction and horticulture basket placement (P11-54) |
| Project Justification |
| Asset Replacement - End of Life Cycle |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-025 2011 FMG M35 Trailer (10ft) (P11-54) Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 8,000 | 8,000 | | | | | |
| | 8,000 | 8,000 | | | | | |
| ***Expenditures Total*** | **8,000** | **8,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 8,000 | 8,000 | | | | | |
| | 8,000 | 8,000 | | | | | |
| ***Funding Total*** | **8,000** | **8,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CP-22-026 2014 John Deere 1445 62" Deck (P14-416) Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Description

### Project Description

Turf maintenance mower and winter plowing of facilities (P14-416)

### Project Justification

Asset Replacement - End of Life Cycle

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-026 2014 John Deere 1445 62" Deck (P14-416) Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 56,000 | 26,000 | | | | | |
| | 56,000 | 26,000 | | | | | |
| ***Expenditures Total*** | **56,000** | **26,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 56,000 | 26,000 | | | | | |
| | 56,000 | 26,000 | | | | | |
| ***Funding Total*** | **56,000** | **26,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-027 2011 RP L2 Landscaping Trailer Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Trailer for moving large 10ft Toro mower

#### Project Justification

Asset Replacement - End of Life Cycle

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-027 2011 RP L2 Landscaping Trailer Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Expenditures Total*** | **10,000** | **10,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 10,000 | 10,000 | | | | | |
| | 10,000 | 10,000 | | | | | |
| ***Funding Total*** | **10,000** | **10,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

## TOWN OF EAST GWILLIMBURY

### Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-028 Flat Deck Truck with Aluminium Chipper Box (P12-12) Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

**Project Description**

Replacement of 1 Ton with Aluminium Chipper Box.
Asset ID 10477 (P12-12)

**Project Justification**

This CPRC asset is used for hauling heavier trailers, material transfer and chipping functions. Staff have been able to extend the replacement by three years, but are seeking replacement in 2022. This is the only 12ft flat deck vehicle within the CPRC vehicle inventory and utilizing a removable chipper box, has an important function within Operations. Notably, this vehicle is also routinely used by other Operations Branches. The asset will be enhanced with the transition to 4wd and snowplow for winter maintenance.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-028 Flat Deck Truck with Aluminium Chipper Box (P12-12) Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 120,000 | 120,000 | | | | | |
| | 120,000 | 120,000 | | | | | |
| ***Expenditures Total*** | **120,000** | **120,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 120,000 | 120,000 | | | | | |
| | 120,000 | 120,000 | | | | | |
| ***Funding Total*** | **120,000** | **120,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-029 Landscape Trailer (P06-51) Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Replacement of 24 ft Landscape Trailer.
Asset ID 8891 (P06-51)

#### Project Justification

This 2006 trailer is beyond it's schedule lifecycle and has significant corrosion impacting it's structural integrity. This trailer is utilized extensively during the growing season to transfer large ride-on turf maintenance equipment to various sites throughout town. Current condition and importance of this trailer requires it's replacement as it is no longer prudent to continue to repair this asset.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-029 Landscape Trailer (P06-51) Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 18,000 | 18,000 | | | | | |
| | 18,000 | 18,000 | | | | | |
| ***Expenditures Total*** | **18,000** | **18,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 18,000 | 18,000 | | | | | |
| | 18,000 | 18,000 | | | | | |
| ***Funding Total*** | **18,000** | **18,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | CP-22-030 Ten Foot Mower (P13-55) Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Description

### Project Description

Replacement of ten-foot ride-on wide area turf mower. Asset ID 10551. (P13-55)

### Project Justification

This large area mower is an important asset for CPRC for turf maintenance given the increase inventory of parks and area requiring ongoing maintenance. In light of COVID, this unit has already had it's lifecycle extended one year and requires replacement due to it's condition and utilization.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-030 Ten Foot Mower (P13-55) Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Expenditures Total*** | **80,000** | **80,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Funding Total*** | **80,000** | **80,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Parks Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-031 Sports Complex Ice Resurfacer Replacement | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Replacement of Ice Resurfacer for Sports Complex

#### Project Justification

The asset is near end of lifecycle and due for replacement to avoid service level disruptions.
Negotiating potential sponsorship all or in part of cost

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-031 Sports Complex Ice Resurfacer Replacement |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 90,000 | 90,000 | | | | | |
| | 90,000 | 90,000 | | | | | |
| ***Expenditures Total*** | **90,000** | **90,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 90,000 | 90,000 | | | | | |
| | 90,000 | 90,000 | | | | | |
| ***Funding Total*** | **90,000** | **90,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | June | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-032 Holland Landing Community Centre HDIP Security Cameras |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Replacement of the Holland Landing Community Centre Security Cameras

#### Project Justification

The existing analog cameras at the Holland Landing Community Centre are outdated, and increasingly difficult to source replacement components in maintaining coverage and service. Furthermore, the Holland Landing Community Centre has seen an increase level of vandalism. The current security cameras at Holland Landing Community are limited in picture quality, quantity and placement in areas where vandalism occurs. Enhancement of the security camera system will further align strategically with other municipal facilities that have been upgraded to enable web based remote access. This access further mitigates risk providing instant real time monitoring, deterant to vandalism and potential to record documentation.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CP-22-032 Holland Landing Community Centre HDIP Security Cameras |
| **Department** | Community Parks Recreation & Culture |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 35,000 | 35,000 | | | | | |
| | 35,000 | 35,000 | | | | | |
| **Contingency** | | | | | | | |
| Contingencies | 5,000 | 5,000 | | | | | |
| | 5,000 | 5,000 | | | | | |
| ***Expenditures Total*** | **40,000** | **40,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 40,000 | 40,000 | | | | | |
| | 40,000 | 40,000 | | | | | |
| ***Funding Total*** | **40,000** | **40,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CP-22-033 Sports Complex Seat Heaters | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Installation of seat heaters in the spectator seating area of the EG Sports Complex arena.

## Project Justification

In 2017, seat heaters were installed at the Atlas arena spectator seating area with financial support from the East Gwillimbury Minor Hockey Association (EGMHA). The seat heaters at the Atlas arena have been a very positive addition to the arena and provide more comfortable conditions for spectators. Staff will explore opportunities with community stakeholders and potential corporate partners for financial support of this project.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CP-22-033 Sports Complex Seat Heaters | | |
| **Department** | Community Parks Recreation & Culture | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Supplies - Materials | 50,880 | 50,880 | | | | | |
| | 50,880 | 50,880 | | | | | |
| ***Expenditures Total*** | **50,880** | **50,880** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Facility Reserve | 50,880 | 50,880 | | | | | |
| | 50,880 | 50,880 | | | | | |
| ***Funding Total*** | **50,880** | **50,880** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Parks Recreation & Culture | |
| Branch | Facilities | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Building | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-20-040 Highway 48 Sidewalk | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

### Project Description

Project scope includes construction of a permanent concrete sidewalk along Highway 48 from Princess Street to the Foodland site driveway entrance.The design is nearly complete and the approvals lie with the Ministry of Transportation (MTO). The 2022 budget is required for construction of this sidewalk.

### Project Justification

This sidewalk is required in order to work towards our strategic priority of building complete communities and effectively managing new and existing assets to deliver exceptional services to residents while ensuring a sustainable community.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-20-040 Highway 48 Sidewalk | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 570,000 | 175,000 | 395,000 | | | | | |
| | 570,000 | 175,000 | 395,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 41,250 | 26,250 | 15,000 | | | | | |
| Contracted Services - Consultants | 50,000 | | 50,000 | | | | | |
| | 91,250 | 26,250 | 65,000 | | | | | |
| ***Expenditures Total*** | **661,250** | **201,250** | **460,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Tax Levy** | | | | | | | | |
| Tax Levy Funding | 201,250 | 201,250 | | | | | | |
| | 201,250 | 201,250 | | | | | | |
| **Development Charges** | | | | | | | | |
| DC Roads Funding | 460,000 | | 460,000 | | | | | |
| | 460,000 | | 460,000 | | | | | |
| ***Funding Total*** | **661,250** | **201,250** | **460,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Roads DC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-20-041 Downtown Mount Albert - Centre Street Revitalization | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

This project builds on project CI-20-041 Downtown Mount Albert - Centre Street Revitalization. Works for this proposed project includes the detailed design and partial reconstruction of Centre Street and adjacent side streets in the downtown core of Mt. Albert, improving road and active transportation infrastructure, removing barriers for accessibility, providing sidewalk connectivity and stimulating the economy through job creation. This budget will predominantly fund the material acquisition and construction of utilities and street lighting infrastructure.

#### Project Justification

Centre Street supports direct access to Mount Albert's downtown including the commercial, institutional, and residential areas, as well as the regional road network. Through these improvements, the core transportation infrastructure will be more reliable and improve accessibility to citizens through removing physical barriers and improving sidewalks, as well as making the environment safer by improving the lighting levels with LED technology. The Town has received grant funding through the Investing in Canada Infrastructure Program. Eligible costs will be funded from the Provincial government (83.33%) with the Town responsible for 16.67% of eligible costs plus all ineligible costs. As originally planned, funding for this project is spread across different budget years.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-20-041 Downtown Mount Albert - Centre Street Revitalization |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 450,000 | | 450,000 | | | | | |
| | 450,000 | | 450,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 40,000 | | 40,000 | | | | | |
| Contracted Services - Consultants | 640,000 | 590,000 | 50,000 | | | | | |
| | 680,000 | 590,000 | 90,000 | | | | | |
| ***Expenditures Total*** | **1,130,000** | **590,000** | **540,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Development Charges** | | | | | | | | |
| DC Roads Funding | 357,400 | 181,000 | 176,400 | | | | | |
| | 357,400 | 181,000 | 176,400 | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| General Capital Reserve | 142,000 | 142,000 | | | | | | |
| Roads Reserve | 137,600 | | 137,600 | | | | | |
| | 279,600 | 142,000 | 137,600 | | | | | |
| **Grant** | | | | | | | | |
| Grants - Miscellaneous 1 | 493,000 | 267,000 | 226,000 | | | | | |
| | 493,000 | 267,000 | 226,000 | | | | | |
| ***Funding Total*** | **1,130,000** | **590,000** | **540,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Grant, Roads DC, Capital Fund - Tax (Roads) | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-21-004 CIES Asset Management Program | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

The project will retain the necessary professional services to develop an Asset Management Plan for core assets required by July 1, 2022 pursuant to Ontario Regulation 588-17, Asset Management Planning for Municipal Infrastructure.

## Project Justification

Pursuant to Ontario Regulation 588-17, Asset Management Planning for Municipal infrastructure, requires the Town to prepare Asset Management Plans (AMP) in the following sequence:
- Due July 1, 2022 - AMP for CORE Assets at Current Levels of Service
- Due July 1, 2024 - AMP for ALL Assets at Current Levels of Service
- Due July 1, 2025 - AMP for ALL Assets at Proposed Levels of Service

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-21-004 CIES Asset Management Program | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 22,500 | 12,500 | 10,000 | | | | | |
| Contracted Services - Consultants | 100,000 | 50,000 | 50,000 | | | | | |
| | 122,500 | 62,500 | 60,000 | | | | | |
| ***Expenditures Total*** | **122,500** | **62,500** | **60,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| General Capital Reserve | 122,500 | 62,500 | 60,000 | | | | | |
| | 122,500 | 62,500 | 60,000 | | | | | |
| ***Funding Total*** | **122,500** | **62,500** | **60,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Legislative Requirement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | General Capital | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-21-008 East Townline Bridge 113 - Design and Reconstruction | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Description

### Project Description

Design and Reconstruction of East Townline Bridge 113

### Project Justification

Bridge was damaged and failing. Emergency approval obtained by Council Sept 8th, 2021.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-21-008 East Townline Bridge 113 - Design and Reconstruction | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Materials** | | | | | | | | |
| Supplies - Materials | 25,000 | 25,000 | | | | | | |
| | 25,000 | 25,000 | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 3,300,000 | | 3,300,000 | | | | | |
| | 3,300,000 | | 3,300,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 30,000 | | 30,000 | | | | | |
| Contracted Services - Consultants | 575,000 | 475,000 | 100,000 | | | | | |
| | 605,000 | 475,000 | 130,000 | | | | | |
| **Contingency** | | | | | | | | |
| Contingencies | 400,000 | 400,000 | | | | | | |
| | 400,000 | 400,000 | | | | | | |
| ***Expenditures Total*** | **4,330,000** | **900,000** | **3,430,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Roads Reserve | 1,614,828 | 450,000 | 1,164,828 | | | | | |
| | 1,614,828 | 450,000 | 1,164,828 | | | | | |
| **Grant** | | | | | | | | |
| Grants - Miscellaneous 1 | 550,172 | | 550,172 | | | | | |
| | 550,172 | | 550,172 | | | | | |
| **Other** | | | | | | | | |
| Rev-Other Municipalities - Uxbridge | 2,165,000 | 450,000 | 1,715,000 | | | | | |
| | 2,165,000 | 450,000 | 1,715,000 | | | | | |
| ***Funding Total*** | **4,330,000** | **900,000** | **3,430,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Due from Other Municipalities, Capital Fund - Tax (Roads) | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-001 New Streetlight Construction | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

### Project Description

As part of the Town's LED Streetlight conversion strategy, this additional pilot location will include the permanent installation of new streetlighting on Ninth Line between King Street East and Vivian Creek Road.

### Project Justification

This location is a good candidate for street lighting installations due to recent development and sidewalk installations along this road. The results from this pilot will help with the Town's LED Streetlight conversion strategy. When comparing to conventional lighting, LED lighting will reduce the Town's overall carbon footprint by reducing greenhouse gas emissions through reduced energy consumption and helps to protect the environment, as well as reduced maintenance costs. Staff have received a multitude of request for streetlighting service in this area.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** CI-22-001 New Streetlight Construction
**Department** Community Infrastructure & Environmental Services
**Version** Approved Budget **Year** 2022

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 35,000 | | 35,000 | | | | | |
| | 35,000 | | 35,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 6,000 | | 6,000 | | | | | |
| Contracted Services - Consultants | 5,000 | | 5,000 | | | | | |
| | 11,000 | | 11,000 | | | | | |
| ***Expenditures Total*** | **46,000** | | **46,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Development Charges** | | | | | | | | |
| DC Roads Funding | 46,000 | | 46,000 | | | | | |
| | 46,000 | | 46,000 | | | | | |
| ***Funding Total*** | **46,000** | | **46,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Roads DC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | |
|---|---|
| **Project** | CI-22-002 Employment Lands Servicing Strategies |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Description

### Project Description

Consulting services to assist the Town in selecting and designing servicing infrastructure for key employment lands in East Gwillimbury. This project also includes exploratory work on Harry Walker Parkway.

### Project Justification

This project will review and develop servicing options for key employment lands in East Gwillimbury. This project serves to engage advisory consultation services to assist the Town, specifically related to the selection of the preferred servicing scenario and facilitating discussions with key landowners.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-002 Employment Lands Servicing Strategies | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 10,000 | | 10,000 | | | | | |
| Contracted Services - Consultants | 110,000 | | 110,000 | | | | | |
| | 120,000 | | 120,000 | | | | | |
| ***Expenditures Total*** | **120,000** | | **120,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Development Charges** | | | | | | | | |
| DC Sanitary Sewer Funding | 120,000 | | 120,000 | | | | | |
| | 120,000 | | 120,000 | | | | | |
| ***Funding Total*** | **120,000** | | **120,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Responsible Growth & Env. Protection | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Sewer DC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-22-003 Sign Retroreflectivity & Radar/Driver Feedback Boards |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

Work includes Town wide inspection of roadside regulatory and warning signs to determine if they meet the retro-reflectivity requirements defined by the Ontario Traffic Manual. Signs not meeting the specification will be replaced as part of this work.

Budget includes provision for three new EV12 Solar Radar Boards.

#### Project Justification

Pursuant to Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Highways, regulatory signs or warning signs are to be checked for retro-reflectivity once per calendar year. Signs that do not pass are replaced as part of this program. Work is completed by a consultant contract (year 3 of a 3 year contract).

Staff intend to expand the current radar board program to meet increased demand. The budget intends to increase the current solar powered cloud boards from three to six. The cloud service provides staff with 24/7 monitoring and creating traffic reports when required.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-22-003 Sign Retroreflectivity & Radar/Driver Feedback Boards |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Supplies - Materials | 13,000 | 13,000 | | | | | |
| | 13,000 | 13,000 | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 12,000 | 12,000 | | | | | |
| | 12,000 | 12,000 | | | | | |
| ***Expenditures Total*** | **25,000** | **25,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Roads Reserve | 25,000 | 25,000 | | | | | |
| | 25,000 | 25,000 | | | | | |
| ***Funding Total*** | **25,000** | **25,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Capital Fund - Tax (Roads) | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-22-004 New Drone and GPS Mapping Unit Replacement |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

A commercial survey grade drone and GPS mapping unit are tools to assist the Town with a number of strategic activities, including facilitating property investigations, monitoring of fill sites and collecting geographical information for Town infrastructure.

#### Project Justification

To assist with the investigation process of illegal fill sites and to help monitor the progress of permitted sites, CIES recommend purchasing a survey grade drone, a GPS unit and related software. Since 2019, CIES has been involved in 94 fill site investigations, 20 small scale site alteration permits and 3 large-scale site alteration permits. With these tools, staff will gain the ability to survey site alteration activity, process the data and obtain accurate volume quantities to increase monitoring. The current handheld GPS unit is due for replacement and the software is unsupported by the vendor as of December 2021. The GPS and survey-grade drone will be available for use in other departments of the organization outside of CIES.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-004 New Drone and GPS Mapping Unit Replacement | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Small Equipment and Tools | 20,000 | 20,000 | | | | | |
| | 20,000 | 20,000 | | | | | |
| **Materials** | | | | | | | |
| Purchase - Computer Software | 5,000 | 5,000 | | | | | |
| | 5,000 | 5,000 | | | | | |
| ***Expenditures Total*** | **25,000** | **25,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw fr Fill & Site Alteration Reserve | 25,000 | 25,000 | | | | | |
| | 25,000 | 25,000 | | | | | |
| ***Funding Total*** | **25,000** | **25,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Responsible Growth & Env. Protection | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Fill & Site Alteration | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-22-005 Bridges 108 & 110 - Design Updates | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Project scope includes the detailed design updates for bridges 108 & 110, the designs were originally completed in 2008 and 2015, respectively.

Bridge 108 is located on Doane Road approximately 285 metres east of Kennedy Road. Bridge 110 is located on Queensville Sideroad approximately 125 metres east of Highway 48. Staff intend to retain the original design consultants to complete the design updates as they are most familiar with the projects and can provide the Town with the best value.

## Project Justification

The detailed designs originally included a reconstruction of both bridges and are expected to require an update to ensure they meet current industry standards. These design updates will allow both designs to be shovel ready and positioned for potential future grant funding when available.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-005 Bridges 108 & 110 - Design Updates | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 6,000 | 6,000 | | | | | |
| Contracted Services - Consultants | 145,000 | 145,000 | | | | | |
| | 151,000 | 151,000 | | | | | |
| ***Expenditures Total*** | **151,000** | **151,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Roads Reserve | 151,000 | 151,000 | | | | | |
| | 151,000 | 151,000 | | | | | |
| ***Funding Total*** | **151,000** | **151,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Capital Fund - Tax (Roads) | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-006 2022 Road Rehabilitation Program | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

The Road Rehabilitation Program for 2022 includes: road resurfacing and pulverizing; application of slurry seal to preserve surface treatment and improve ride comfort; micro-surfacing; and ongoing pavement management program with York Region, the Towns of Whitchurch-Stouffville, Newmarket and Georgina.

#### Project Justification

This work is required to maintain and build upon the Town's investment in infrastructure. Road condition data has been collected through the Town's Pavement Management program, regularly scheduled road patrols and road inspections by staff.

This budget includes geo-technical investigations and sewer inspection/flushing required to construct the works and to plan the future year's road programs, as well as isolated road rehabilitation across the Town.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-22-006 2022 Road Rehabilitation Program |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 1,100,000 | | 1,100,000 | | | | | |
| | 1,100,000 | | 1,100,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 130,000 | | 130,000 | | | | | |
| Contracted Services - Consultants | 10,000 | | 10,000 | | | | | |
| | 140,000 | | 140,000 | | | | | |
| ***Expenditures Total*** | **1,240,000** | | **1,240,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Roads Reserve | 110,620 | | 110,620 | | | | | |
| | 110,620 | | 110,620 | | | | | |
| **Gas Tax** | | | | | | | | |
| Grants - Federal Gas Tax | 638,663 | | 638,663 | | | | | |
| | 638,663 | | 638,663 | | | | | |
| **Grant** | | | | | | | | |
| Grants - Miscellaneous 1 | 490,717 | | 490,717 | | | | | |
| | 490,717 | | 490,717 | | | | | |
| ***Funding Total*** | **1,240,000** | | **1,240,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Grants, Capital Fund - Tax (Roads) | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-22-007 2022 Miscellaneous Concrete Rehabilitation | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Replace or rehabilitate deficient sidewalks, curbs and gutters, catch basins, maintenance holes and improve drainage in miscellaneous locations throughout the Town where no other capital works are planned. Locations are identified through service requests, the sidewalk inspection program and regular road patrols.

## Project Justification

The work is required to maintain and build upon the Town's investment in infrastructure and make permanent repairs to ensure sustainable compliance with Minimum Maintenance Standards. This program proactively targets AODA sidewalk ramp retrofits where no other capital works are planned, these retrofits do not have any legislated retrofit time frames.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-007 2022 Miscellaneous Concrete Rehabilitation | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 130,000 | | 130,000 | | | | | |
| | 130,000 | | 130,000 | | | | | |
| **Professional Fees** | | | | | | | | |
| Internal Labour Costs Allocation | 6,000 | | 6,000 | | | | | |
| Contracted Services - Consultants | 10,000 | | 10,000 | | | | | |
| | 16,000 | | 16,000 | | | | | |
| ***Expenditures Total*** | **146,000** | | **146,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Roads Reserve | 73,000 | | 73,000 | | | | | |
| | 73,000 | | 73,000 | | | | | |
| **Gas Tax** | | | | | | | | |
| Grants - Federal Gas Tax | 73,000 | | 73,000 | | | | | |
| | 73,000 | | 73,000 | | | | | |
| ***Funding Total*** | **146,000** | | **146,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Annual Program | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Grants, Capital Fund - Tax (Roads) | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-22-008 Downtown Holland Landing - Yonge Street Revitalization | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Budget for detailed design and construction of streetscape enhancements with the Yonge Street corridor from approximately 100m south of Mount Albert Road to Doane Road including 120m east and west of Yonge Street at Bradford Street and Thompson Drive. The 2022 budget is for detailed design and potential construction of streetscape enhancements that can be implemented in advance of future York Region road improvements.

## Project Justification

The Town continues to grow with new and existing residents seeking a variety of services right in their community. Recently both community members and Council have expressed an interest in seeking revitalization and streetscape enhancements along the Yonge Street corridor in the Community of Holland Landing. Portions of this corridor have been identifed as part of the preferred route for the Lake to Lake Trail which presents an opportunity to coordinate streetscape enhancements as part of the Lake to Lake Trail implementation. Budget amounts for subsequent years to be scoped further pending outcome of this detailed design exercise and availability of potential grant funding through York Region, the province and/or federal government.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-008 Downtown Holland Landing - Yonge Street Revitalization | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 100,000 | 100,000 | | | | | |
| | 100,000 | 100,000 | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 30,000 | 30,000 | | | | | |
| Contracted Services - Consultants | 200,000 | 200,000 | | | | | |
| | 230,000 | 230,000 | | | | | |
| ***Expenditures Total*** | **330,000** | **330,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Roads Funding | 165,000 | 165,000 | | | | | |
| | 165,000 | 165,000 | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw from Working Capital Reserve | 165,000 | 165,000 | | | | | |
| | 165,000 | 165,000 | | | | | |
| ***Funding Total*** | **330,000** | **330,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Working Capital, Roads DC | |
| Transformation Project | No | |

## TOWN OF EAST GWILLIMBURY

### Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-009 Queensville Sideroad & Centre St Intersection Design | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

### Project Description

Preliminary design for the intersection and approaches of Queensville Sideroad & Centre Street to improve traffic safety at this intersection.

### Project Justification

A redesign of this intersection and approaches is recommended to improve sight lines and intersection approach grades. This preliminary design would include public consultation, topographical/legal surveying, geotechnical investigations and provide recommendations to redesign the vertical alignment of these extents and to inform the subsequent detailed design process. Once the detailed design process is complete, road reconstruction would be required to implement this redesign.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-22-009 Queensville Sideroad & Centre St Intersection Design |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Expenditures Total*** | **70,000** | **70,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Roads Reserve | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Funding Total*** | **70,000** | **70,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Capital Fund - Tax (Roads) | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-22-010 Municipal Structures Asset Management Plan Program | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Work includes inspecting and recording the condition of all Town-owned road, pedestrian bridges and culverts, in accordance with the Ontario Structure Inspection Manual, 10 Year Capital and Maintenance Forecast Budget, Risk based assessment for implementation in the Town's Corporate Asset Management System (CityWide) and inclusion into the Town's Asset Management Planning for core assets.

## Project Justification

The Public Transportation and Highway Improvement Act requires that the structural integrity, safety and condition of every bridge in a municipality shall be maintained in good and safe repair. This is to be determined through inspections every other calendar year.
Furthermore, Ontario Regulation 588/17, Asset Management Planning for Municipal Infrastructure requires the Town to prepare an Asset Management Plan for core assets at current levels of service by July 1, 2022. This project will provide the necessary information for the Road Bridge component of the larger, comprehensive Asset Management Plan for core assets required by 2022.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-010 Municipal Structures Asset Management Plan Program | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Internal Labour Costs Allocation | 10,000 | 10,000 | | | | | |
| Contracted Services - Consultants | 75,000 | 75,000 | | | | | |
| | 85,000 | 85,000 | | | | | |
| ***Expenditures Total*** | **85,000** | **85,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Roads Reserve | 85,000 | 85,000 | | | | | |
| | 85,000 | 85,000 | | | | | |
| ***Funding Total*** | **85,000** | **85,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Legislative Requirement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Capital Fund - Tax (Roads) | |
| Transformation Project | Yes | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-22-011 Winter Operations Modernization Program (Modernization) |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

The Winter Operations Dashboard serves to implement a solution to track & manage winter vehicle operations (snowplows and sidewalk equipment). In future, there may be opportunity to provide timely information to the public. (Where's my Plow).

#### Project Justification

Implementing a Winter Operations Dashboard would improve the availability and management of snow event information which supports enhanced route planning, exception management, fleet tracking during a winter event, resource forecasting/allocation, and risk management. This will assist in providing an improved service-level to residents. Phase 1 of this initiative would be completed by the end of 2022.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-22-011 Winter Operations Modernization Program (Modernization) |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Materials** | | | | | | | |
| Purchase - Computer Software | 50,000 | 50,000 | | | | | |
| | 50,000 | 50,000 | | | | | |
| ***Expenditures Total*** | **50,000** | **50,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw fr Winter Operations Reserve | 17,500 | 17,500 | | | | | |
| | 17,500 | 17,500 | | | | | |
| **Grant** | | | | | | | |
| Stimulus Funding - Provincial | 32,500 | 32,500 | | | | | |
| | 32,500 | 32,500 | | | | | |
| ***Funding Total*** | **50,000** | **50,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | Capital Program and Traffic Engineering | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Grant, Winter Operations | |
| Transformation Project | Yes | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-012 Large Volume Snowblower (New) | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

For installation on an existing CIES tractor, this high volume 8.5ft snowblower will allow for the removal of snow from laneways, roadside, school crosswalks and cul-de-sacs on an as required basis.

#### Project Justification

This piece of equipment will expand the use of an existing tractor while improving on the efficiency of snow removal activity. Currently, the Town does not have a snowblower with this capability and size and must rely on loaders for snow removal operations.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-012 Large Volume Snowblower (New) | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 60,000 | 60,000 | | | | | |
| | 60,000 | 60,000 | | | | | |
| ***Expenditures Total*** | **60,000** | **60,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Roads Funding | 60,000 | 60,000 | | | | | |
| | 60,000 | 60,000 | | | | | |
| ***Funding Total*** | **60,000** | **60,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | CIES Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Roads DC | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-22-013 Roads Supervisor Pick-up Truck (R-14-22) Replacement | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Description

### Project Description

Replacement of 4 wheel drive pick-up truck for Supervisor use.
Asset ID 10613 (R14-22)

### Project Justification

The existing vehicle is utilized by the Roads Supervisor for ongoing site inspections and administrative duties. The vehicle was acquired in 2014 and requires replacement due to age, high mileage (190,000 km) and maintenance costs. Staff have been able to extend the replacement by three years, but are seeking replacement in 2022. This supervisory vehicle is fully utilized on a year round basis and is an important asset within CIES to maintain current levels of service and on-call requirements. Staff are recommending the replacement with a Electric Pick-up Truck if available. Although there is an initial $15k premium, this will be offset by savings in maintenance and fuel use.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-013 Roads Supervisor Pick-up Truck (R-14-22) Replacement | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Expenditures Total*** | **80,000** | **80,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Funding Total*** | **80,000** | **80,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | CIES Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-014 2 Flat Deck Trucks with Dumpboxes (R-13-12) and (R-15-11) Replacement | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Replacement of Two, 12ft flat deck 4 wheel drive trucks with dump box functionality.
(R13-12) (R15-11)

#### Project Justification

These CIES assets are used for year round construction activities, hauling material, winter maintenance and chipping functions. Staff have been able to extend the replacement of one of the units by two years, but are seeking replacement in 2022 as the vehicles are in poor condition due to corrosion and high mileage (165,000 km). Both of these trucks are primary crew work trucks, utilized daily and support year round road maintenance functions. In order to provide enhanced winter maintenance functions, these units will be outfitted with snowplows to assist with cul-de-sac and crosswalk snow clearing.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | CI-22-014 2 Flat Deck Trucks with Dumpboxes (R-13-12) and (R-15-11) Replacement | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 220,000 | 220,000 | | | | | |
| | 220,000 | 220,000 | | | | | |
| ***Expenditures Total*** | **220,000** | **220,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Tax Levy | 220,000 | 220,000 | | | | | |
| | 220,000 | 220,000 | | | | | |
| ***Funding Total*** | **220,000** | **220,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | CIES Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Vehicle Replace tax levy | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | CI-22-015 Fill Program Administrative Support Vehicle (New) | | |
| **Department** | Community Infrastructure & Environmental Services | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

One 4wd pick-up truck for Inspector use

## Project Justification

Fill inspection requires the sustained use of a 4WD pick-up to support their program involving site inspections/investigations. This includes rough terrain access and the ability to transport equipment. This unit will provide cost savings from avoided seasonal rental of a similar vehicle and will also provide short term Covid assistance to CIES to be multi-branch deployed as required to facilitate lone worker objectives. If available at time of purchase, an all electric pick-up is preferred to advance the Town’s Environmental fleet objectives.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | CI-22-015 Fill Program Administrative Support Vehicle (New) |
| **Department** | Community Infrastructure & Environmental Services |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Expenditures Total*** | **80,000** | **80,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Draw fr Fill & Site Alteration Reserve | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Funding Total*** | **80,000** | **80,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Community Infrastructure & Environmental Services | |
| Branch | CIES Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Growth | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Fill & Site Alteration | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | WW-20-049 Water Meter Replacement Project | | |
| **Department** | Water & Wastewater | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

Final year of Town-wide water meter replacement program. The Town's current standard water meter provides for efficient meter reading capability, analytical data collection for account dispute resolution and remote access. The replacement program is also intended to satisfy American Water Works Association (AWWA) requirements for periodic meter replacement to ensure accurate revenue billing. All water meters in use will meet the maximum meter life expectancy according to AWWA and provide for efficient and flexible water meter reading capabilities.

#### Project Justification

Multi-year water meter replacement project began in 2016; replacing manual-read water meters with radio frequency water meters. To date, 4,900 individual meters have been replaced. Remaining works include replacing 250 meters, mail notifications, contracted labour and staff labour.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | WW-20-049 Water Meter Replacement Project | | |
| **Department** | Water & Wastewater | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Budget

| | Total | LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | | |
| **Construction** | | | | | | | | |
| Contracted Services - Construction | 1,044,000 | 864,000 | 180,000 | | | | | |
| | 1,044,000 | 864,000 | 180,000 | | | | | |
| ***Expenditures Total*** | **1,044,000** | **864,000** | **180,000** | | | | | |
| ***Funding*** | | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | | |
| Water Infrastructure | 1,044,000 | 864,000 | 180,000 | | | | | |
| | 1,044,000 | 864,000 | 180,000 | | | | | |
| ***Funding Total*** | **1,044,000** | **864,000** | **180,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Water & Wastewater | |
| Branch | Water Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Infrastructure-Water | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | WW-22-001 Automated Meter Reading Study | | |
| **Department** | Water & Wastewater | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Description

### Project Description

Propagation study to determine installation of remote data collectors for automated meter readings.

### Project Justification

Since 2016, a multi-year water meter replacement project has replaced older manual-read water meters with Radio Frequency water meters. The majority of work was completed in 2021. This 2022 project builds on this automated meter technology, `by conducting a propagation study to determine optimal location for installation.

Remote water meter reading reduces staff time spent collecting monthly readings.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | WW-22-001 Automated Meter Reading Study |
| **Department** | Water & Wastewater |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Construction** | | | | | | | |
| Contracted Services - Construction | 100,000 | 100,000 | | | | | |
| | 100,000 | 100,000 | | | | | |
| ***Expenditures Total*** | **100,000** | **100,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Water Infrastructure | 100,000 | 100,000 | | | | | |
| | 100,000 | 100,000 | | | | | |
| ***Funding Total*** | **100,000** | **100,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Water & Wastewater | |
| Branch | Water Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Service Level increase / change | |
| Strategic Plan Link | Culture of Municipal Excellence | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Infrastructure-Water | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | WW-22-002 Watermain Replacement Design | | |
| **Department** | Water & Wastewater | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Description

### Project Description

This budget supports the detailed engineering design to replace select watermains nearing the end of their service life on Yonge Street in Holland Landing; and Morton Avenue, Mount Albert Road, Charles Street, Howard Avenue and William Street in Sharon.

### Project Justification

The Yonge Street thin walled (TW PVC) watermain has had 2 breaks over the last 10 years and is nearing the end of its service life. It would be prudent to coordinate the replacement of the watermain with the overall Yonge Street Revitalization project. The Sharon asbestos cement (AC) watermains were installed in 1959 and are also nearing the end of their useful service life. The Town anticipates an increase in breaks and leaks if left in service for an extended period of time.

Staff have made application to the Investing in Canada Infrastructure Program (ICIP), Green Stream - 2021 Intake, for grant funding to support the construction portion of these proposed works. The ICIP grant would provide the Town with approximately 73.3% of the funds to complete the construction/replacement of the corresponding watermains. Design fees are considered ineligible costs and must be funded by the Town.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | WW-22-002 Watermain Replacement Design | | |
| **Department** | Water & Wastewater | | |
| **Version** | Approved Budget | **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Professional Fees** | | | | | | | |
| Contracted Services - Consultants | 650,000 | 650,000 | | | | | |
| | 650,000 | 650,000 | | | | | |
| ***Expenditures Total*** | **650,000** | **650,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Water Infrastructure | 650,000 | 650,000 | | | | | |
| | 650,000 | 650,000 | | | | | |
| ***Funding Total*** | **650,000** | **650,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Water & Wastewater | |
| Branch | Water Operations | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Build Complete Communities | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Infrastructure-Water | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | WW-22-003 Heavy Duty Pick-up Truck (W13-23) Replacement |
| **Department** | Water & Wastewater |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Description

#### Project Description

One Heavy Duty 3/4 Ton pick-up truck (W13-23, PSAB 10580)

#### Project Justification

This is the only heavy duty pick-up utilized by the Water & Wastewater Operations Division. This vehicle is required to haul trailers and equipment essential to the maintenance function of the wastewater area. This truck has exceeded its 7 year service life by by four years. Following a mechanical fitness review and with its current mileage of 200,000 km, staff seek replacement in 2022.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | WW-22-003 Heavy Duty Pick-up Truck (W13-23) Replacement |
| **Department** | Water & Wastewater |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Expenditures Total*** | **70,000** | **70,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Water/Sewer | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Funding Total*** | **70,000** | **70,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Water & Wastewater | |
| Branch | WWW Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Veh & E Replace - W&S | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | WW-22-004 Water Supervisor Truck (W16-25) Replacement | | |
| **Department** | Water & Wastewater | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

One 4wd pick-up truck for Supervisor use (W16-25, PSAB 10722)

## Project Justification

The existing vehicle is utilized by the Water & Wastewater Supervisor for ongoing site inspections and administrative duties. The vehicle was acquired in 2015 as is on a 7 year replacement cycle. This truck requires replacement due to age, high mileage (200,000 km) and increased maintenance and repair costs. This supervisory vehicle is fully utilized on a year round basis and is an important asset within CIES to maintain current levels of service and essential on-call requirements. Staff are recommending the replacement with an Electric Pick-up Truck if available.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | WW-22-004 Water Supervisor Truck (W16-25) Replacement |
| **Department** | Water & Wastewater |
| **Version** | Approved Budget |
| **Year** | 2022 |

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Expenditures Total*** | **80,000** | **80,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Water/Sewer | 80,000 | 80,000 | | | | | |
| | 80,000 | 80,000 | | | | | |
| ***Funding Total*** | **80,000** | **80,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Water & Wastewater | |
| Branch | WWW Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Veh & E Replace - W&S | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

**Capital Projects**

| | | | |
|---|---|---|---|
| **Project** | WW-22-005 Service Van (W14-31) Replacement | | |
| **Department** | Water & Wastewater | | |
| **Version** | Approved Budget | **Year** | 2022 |

**Description**

## Project Description

Replacement of service van.
Asset ID 10610 (W14-31)

## Project Justification

The existing vehicle is utilized by the Water & Wastewater Division to support maintenance functions for both the water and wastewater areas and functionsas a mobile work area. This vehicle has exceeded its 7 year service life by one year. With mileage of 170,000 kms and the vehicle having recent maintenance requirements, staff are seeking replacement in 2022.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

**Project** WW-22-005 Service Van (W14-31) Replacement

**Department** Water & Wastewater

**Version** Approved Budget **Year** 2022

### Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Expenditures Total*** | **70,000** | **70,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Reserve / Reserve Funds** | | | | | | | |
| Vehicle & Equip't Res -Water/Sewer | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Funding Total*** | **70,000** | **70,000** | | | | | |

### Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Water & Wastewater | |
| Branch | WWW Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Veh & E Replace - W&S | |
| Transformation Project | No | |

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | | | |
|---|---|---|---|
| **Project** | WW-22-006 1/2 Ton Water Pick-up Truck (New) | | |
| **Department** | Water & Wastewater | | |
| **Version** | Approved Budget | **Year** | 2022 |

### Description

#### Project Description

New 1/2 ton pick up truck for water/wastewater operations use.

#### Project Justification

An additional vehicle to support frontline operations to support field staff with ongoing water/wastewater operational activities. This addition will enable operations staff to maintain service levels through growth and support added efficiencies within the group.

# TOWN OF EAST GWILLIMBURY

## Capital Projects

| | |
|---|---|
| **Project** | WW-22-006 1/2 Ton Water Pick-up Truck (New) |
| **Department** | Water & Wastewater |
| **Version** | Approved Budget |
| **Year** | 2022 |

## Budget

| | Total LTD Budget | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|
| ***Expenditures*** | | | | | | | |
| **Equipment / Vehicle** | | | | | | | |
| Purchase - Major Equipment and | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Expenditures Total*** | **70,000** | **70,000** | | | | | |
| ***Funding*** | | | | | | | |
| **Development Charges** | | | | | | | |
| DC Water Funding | 70,000 | 70,000 | | | | | |
| | 70,000 | 70,000 | | | | | |
| ***Funding Total*** | **70,000** | **70,000** | | | | | |

## Attributes

| Attribute | Value | Comment |
|---|---|---|
| Organization | | |
| Department | Water & Wastewater | |
| Branch | WWW Fleet | |
| Attributes | | |
| Year Proposed | 2022 | |
| Project Type | Repair and Replacement | |
| Strategic Plan Link | Quality Programs & Services | |
| Expected Start Month | January | |
| Approval Status | Approved | |
| Reserve Funding Source | Water DC | |
| Transformation Project | No | |

# Glossary

The Town’s operating and development and fee supported budget contain hundreds of detailed accounts and budgets.  For ease of use to the reader, these accounts have been grouped into categories of expenditures. The table below lists each of those categories, and provides a description of the activities that would typically be budgeted in those categories.

| Expenditure Category | Expenditures in this category would include: |
|---|---|
| Salaries & Benefits | Salaries and benefits of all staff (full time, part time and contract). Benefits include both non statutory (e.g. OMERS, health and dental) and statutory items (e.g. CPP,EI) |
| Advertising | Advertising in the local newspaper, job postings, statutory public meetings, tenders, etc. |
| Audit Services | Audits conducted on year end financial statements and internal processes |
| Bank Fees, Payroll and Other Charges | Bank fees, credit and debit card fees, and payroll processing |
| Communications | Data and usage charges for mobile devices |
| Community Grants / Initiatives | Various Town sponsored community events, contributions and committees |
| Consultants | Temporary use of professional services (i.e., recruitment assistance, process/system reviews, studies, etc.) |
| Contingency | Contractual obligations, unforeseen events, other expenditures as determined by Council and/or CAO, includes provision for Cost of Living Allowance (COLA) and leadership compensation program |
| Contracted Services | Service contracts related to operating Town facilities (i.e. security system) and programs, including animal and mosquito control, and tree maintenance |
| Councillor Discretionary Expenses | Individual Council member expense budgets |
| Courier & Mail Processing | Mail and courier costs including the mailing of tax and water bills |
| Equipment & Vehicle | Acquisition of vehicles and equipment |
| Equipment Repair | Maintenance of corporate fleet, equipment and computers |
| Insurance | Insurance coverage for Town operations |
| Legal Services | Retention of outside legal counsel |
| Library | Town contribution to Library operations |
| Materials & Supplies | Fuel, sand and salt, cleaning and office supplies, etc. |
| Mileage | Reimbursement to staff and Council for use of personal vehicle on Town business |
| Other Agencies / Municipalities | Richmond Hill dispatch services, York Region voice radio and pager systems, emergency management training |
| Program Instructor | Instructors retained for leisure programs |

| Expenditure Category Cont'd | Expenditures in this category would include: |
|---|---|
| Property & Building Maintenance | Repairs to Town buildings, maintenance of parks and trails |
| Public Engagement / Corporate Events | Meetings, events and Committee of Adjustment per diems |
| Public Works | Ongoing roads maintenance, winter road and sidewalk snow clearing, street light maintenance, catch basin maintenance, etc. |
| Rent | Pool rental and community hall rental for recreation programs |
| Software Maintenance and Licensing | Subscriptions, maintenance and licensing cost of Town information systems |
| Training, Professional Development and Memberships | Council and staff training and development; professional memberships |
| Uniforms and Safety Clothing | Uniforms and safety clothing for Emergency Services and other staff |
| Utilities | Telephone, heat, hydro, water |
| YorkNet Communications | Town facility connections to high-speed, dark-fibre network across York Region |
| Waste Collection | Garbage, recycling, yard waste, and green bin collection |
| Indirect Corporate Costs | Allocation of service costs to non-tax supported and capital budgets |
| Transitional Cost Reductions | Delay or deferral of expenditures and/or increased revenue opportunities that can be achieved on a temporary or transitional basis |
| COVID One time Costs | One time costs associated with responding to the program requirements to operate with COVID-19 restrictions |

| Revenue Category | Revenues in this category would include: |
|---|---|
| Taxation | Tax collected from residential and non-residential properties |
| Supplementary Taxation | In-year collection of taxes received due to reassessed properties |
| Development Charges | Funding received to support growth related expenditures in accordance with Development Charges Act |
| Development Revenues | Building permits, planning fees, engineering fees, fire permits, pool permits |
| Fines and Penalties | Parking tickets, By-law violations |
| Grants | Ontario Municipal Partnership Fund (OMPF), Resource Productivity and Recovery Authority (formerly Waste Diversion Ontario) |
| Investment Income | Interest earned on the investment of Town's reserves |
| Library | Charge back to Library for use of Town facilities |
| Licenses | Issuance of marriage, lottery, business and taxi licenses |
| Miscellaneous | WSIB experience rebate, sales of vehicles and equipment Farmers Market vendor fees, etc. |
| Motor Vehicle Accidents | Emergency Services attendance at motor vehicle accidents |
| Penalties on Taxes | Penalty applied to unpaid property taxes |
| Recoveries & Contributions | Contribution toward economic development, recovery of snow removal costs for unassumed roads |
| Sales | Tax certificates, snack bar, blue boxes, and green bins |
| Services to Other Municipalities | Emergency Services provided to other municipalities |
| User Fees | Ice rentals, recreation programs, facilities and sport field rentals, legal fees, fill operations, etc. |

| Transfers Category | Transfers in this category would include: |
|---|---|
| Contributions to Reserves | Contribution to reserves represent fund set aside for future expenditures |
| Draws from Reserves | Use of reserves to fund initiatives that are typically one time or time specific in nature |