East Gwillimbury

2024

Business Plan and Budget

Introduction

The 2024 business plan and budget document contains five 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 with municipal service connections. The 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.

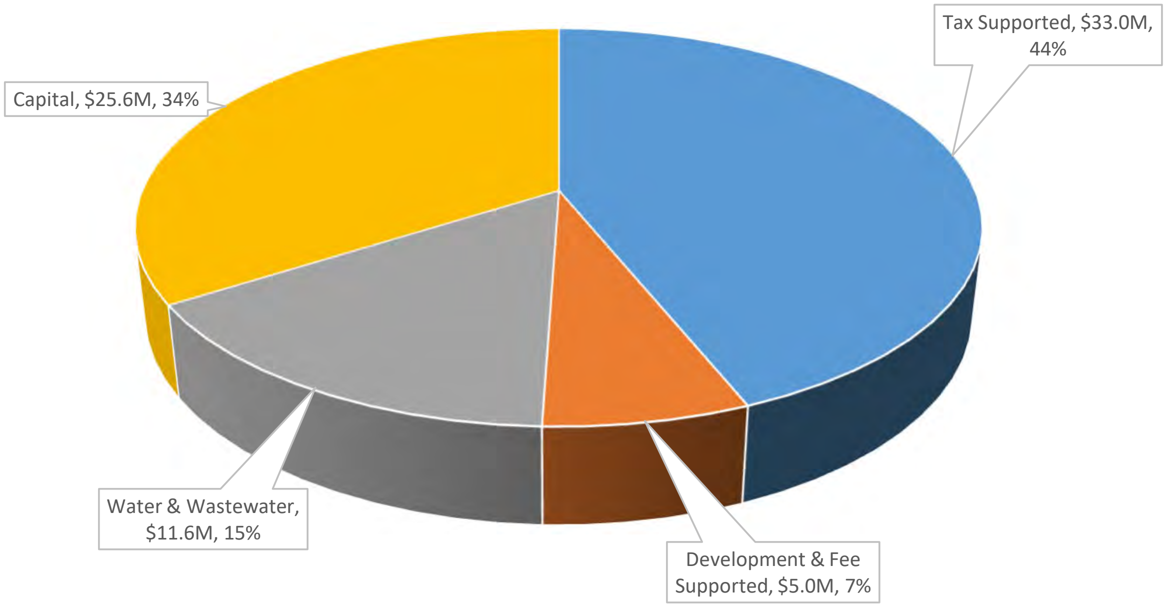
Component 4 – Capital Program Budget (Tab 4)

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.

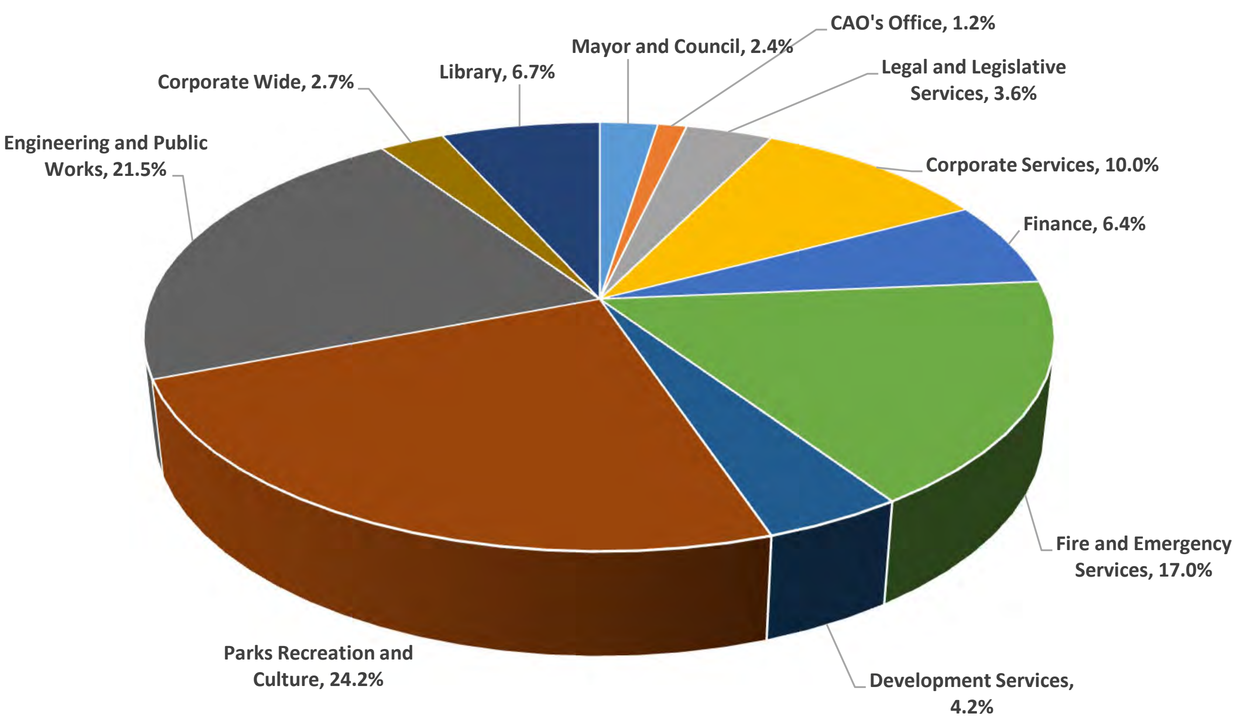
Appendix (Tab 5)

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

2024 Total Budgeted Expenditures
$75.2M

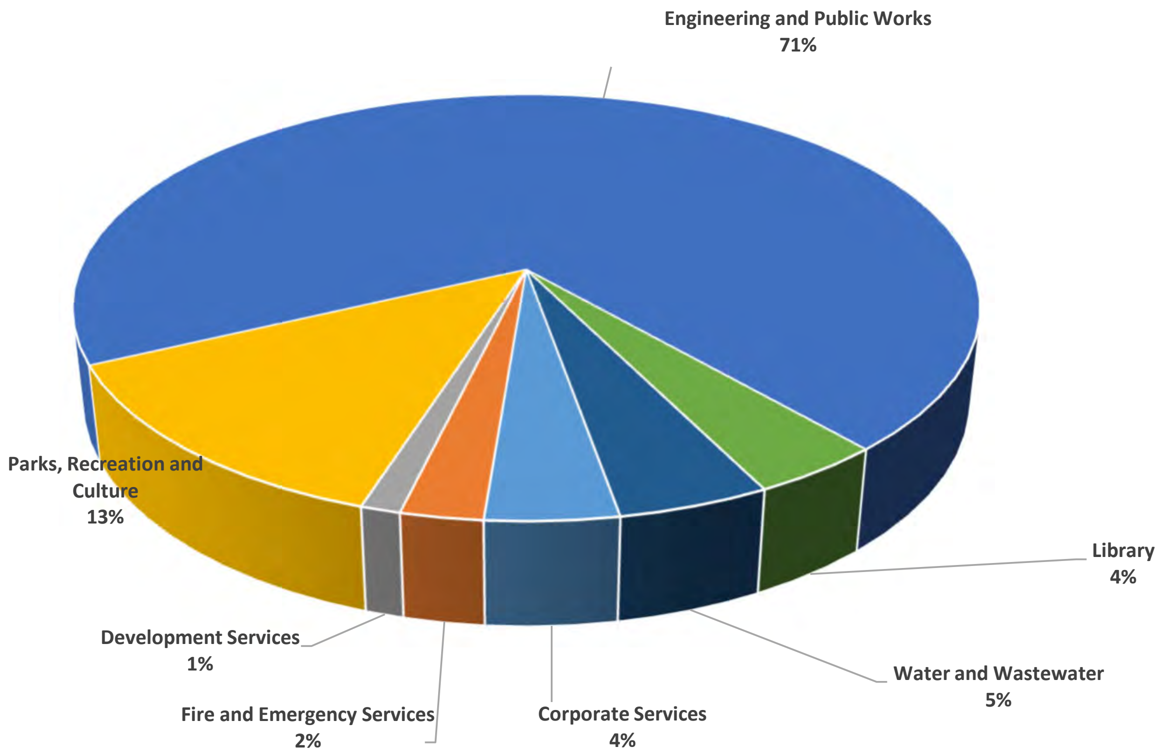


2024 Tax Supported Operating Expenses by Department
$33.0 M

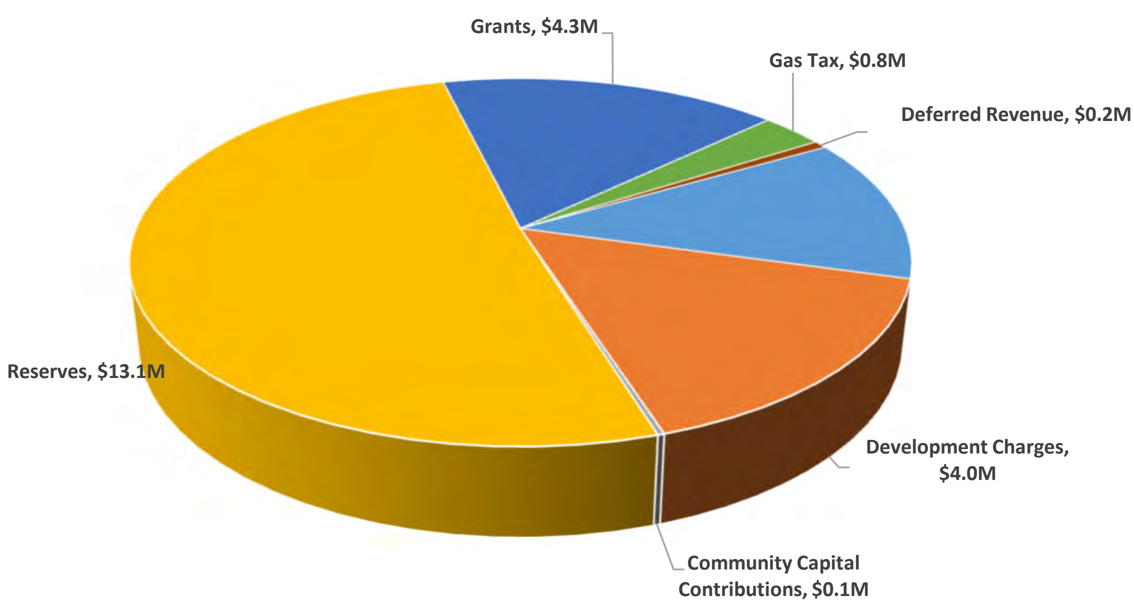


*** Net of Corporate Allocations**

2024 Capital Program by Department
$25.6M



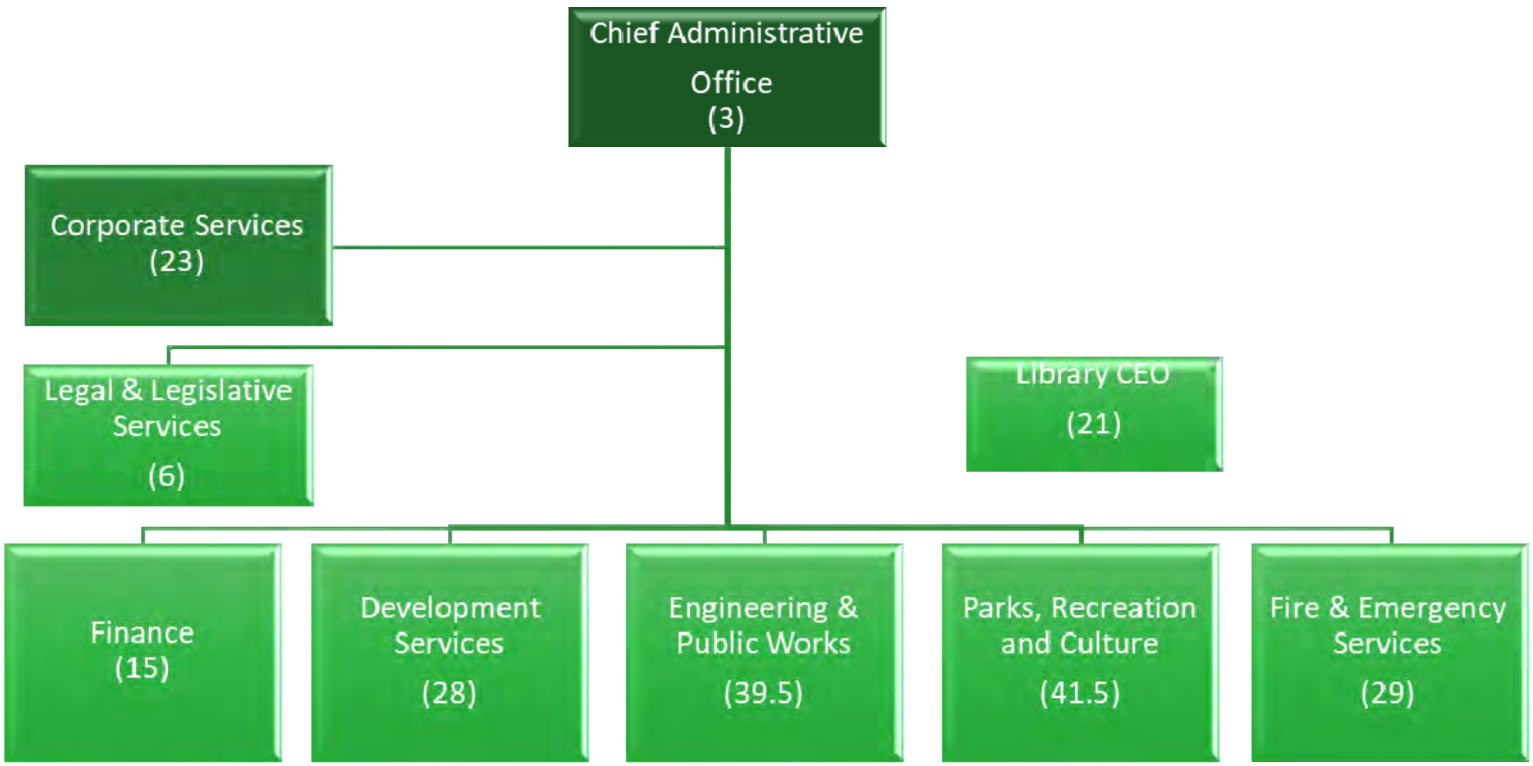
2024 Capital Program by Funding Source
$25.6M



2024 Tax Supported Budget

The 2024 tax supported budget was prepared with a focus on the new priorities that were approved in the 2022-2026 Strategic Plan.

In addition to the Mayor and members of Council, the Town's operations are supported by an approved complement of 207 full time positions (including the Executive Assistant to the Mayor and Council and the East Gwillimbury Public Library). The budget also provides for approximately 200 part time and seasonal staff, including a roster of ± 65 paid on-call firefighters, and third party contractors.



BUDGET SUMMARY

The budget process for 2024 prioritizes minimizing the impact on residents and businesses of East Gwillimbury, while maintaining base program and service levels. The Town has a continuous focus on the transformation and modernization of processes and technology to increase the efficiency and effectiveness of the services provided. The budget provides for statutory or contractual increases where applicable.

The 2024 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 2024 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 2024 pressure of approximately $2.4M includes a cost of living adjustment for all staff, step and merit increases and benefit cost adjustments. It also includes increases for contract staff and part time salaries in various departments. New staff requests include one Strategic Advisor, one HR Associate, one Environmental Initiatives Program Manager, one Financial Analyst, one Bylaw Administrator, two Roads Operators and one Recreation Coordinator. Staffing additions that are also included that are directly related to the Health and Active Living Plaza are one Customer Service Team Lead, one Customer Service Representative, one Recreation Supervisor, one Aquatic Coordinator and four Facility Operators. The positions added for the Library at the Health and Active Living Plaza are one Branch Supervisor, one Collections and Resource Specialist, one Customer and Community Service Specialist, one Digital Experience Specialist and four part time Customer Service Specialists. All positions related to the Health and Active Living Plaza are funded from contributions specifically dedicated in previous years for the new facility and do not further impact the tax levy. Two part time pilot positions were also approved for an EDI Engagement and Outreach position and Council and Committee Support. Both positions are one year pilots to be funded from working capital and have no tax levy impact.

- Bank Fees, Payroll and Other Charges

  This category of costs have increased by approximately $15,000 due to increased volume of banking transactions and associated fees as well as a contractual fee increase from the Town's payroll processing company.

- Contingency

  A contingency allowance has been established for items such as additional initiatives, benefit adjustments and collective agreement adjustments. This category also the contingency amount previously held in the Office of the CAO to provide funding for unforeseen circumstances or emergency events.

- Contracted Services

  The budget for contracted services has a net increase of approximately $71,000. A portion of this increase relates to contractual increases for animal control and shelter costs of approximately $20,000. An increase of approximately $10,000 is related to increased transaction fees for the recreation program booking software system. An increase of $6,000 relates to the allowance for Ombudsman and Integrity Commissioner services. The balance of the increase of approximately $35,000 is related to the tree maintenance and replacement program.

- Councillor Discretionary Expenses and Councillor Communications and Outreach

  The budget for councillor communications and outreach has been established to provide funding for councillors to increase direct contact and information sharing with residents and businesses within the Town. This budget has been partially transferred from the existing Councillor Discretionary expenses for a net increase of $21,000 between the two categories.

- Equipment and Vehicle

  The budget for equipment and vehicle includes an increase of approximately $13,000 related to the cost of rental vehicles in park operations.

- Insurance

  The budget for insurance is increasing by $101,000 due to increasing premium costs.

- Legal Services

  The budget for legal services is increasing by $54,000 due to the estimate for required external legal expertise.

- Materials and Supplies

  The budget for materials and supplies has an net overall increase of approximately $37,000. Approximately $32,000 is related to increased costs for fuel. An increase of approximately $11,000 is proposed for additional supplies required for fire prevention education, fire training and emergency management programs. An increase of approximately $23,000 is related to increased cost of materials for park operations. Cost savings within the Roads operations programs have resulted in reducing the budget by approximately $32,000. The balance of the increase of $3,000 is related to general increasing cost of supplies across various programs.

- Program Instructors

  The budget is increasing by approximately $72,000 due to the increase in the number of summer camp and youth programs being offered.

- Property and Building Maintenance

  The budget increase of approximately $23,000 is mainly related to increased costs of preventative building maintenance and the cost of maintaining aging assets.

- Public Works

  The budget reduction of approximately $82,000 is mainly related to reduced contracted services within the Roads Operations area.
- Rent

  The budget is increasing by approximately $17,000. This increase is primarily related to increased rental costs for the aquatics facility.
- Software Licenses and Maintenance

  The budget is increasing by approximately $20,000. Approximately half of this increase is related to the additional annual software licenses related to new staff. The balance of the increase is related to increased license fees in the Library for library lockers and website operating costs.
- Training, Professional Development and Memberships

  The budget increased by approximately $136,000 to assist in staff development, retention and increase in-house expertise in various departments across the Town. It also includes the annual training and development staff related to new staff.
- Indirect Corporate Costs

  Corporate costs were adjusted for 2024 to ensure that the appropriate support costs were allocated to the fee supported areas and capital projects.

The budget includes increases to taxation revenue of $3.3 million. Approximately $1.1 million of this increase is directly related to assessment growth. The balance of the increase is related to a tax levy increase to cover increased costs, as well as dedicated increases for asset management and the operation of the new Health and Active Living Plaza. There are net decreases to development related revenue in the amount of approximately $187,000 related to legislative changes. The increase in user fee revenue of approximately $83,000 stems mainly from the Parks and Recreation department that is reflective of expected increasing program participation.

Contributions to reserve are increasing in 2024 by approximately $607,000. This includes dedicated tax levy increases that are set aside as additional contributions to reserves of $590,000. The Town's new Health and Active Living Plaza is underway for construction of new community space. To mitigate the impact of these costs in the year the facility opens, the 2024 budget includes a provision for the annual cost of operations. For 2024, a total of $1,469,000 (an increase of $295,000) per year has been dedicated for the annual operating costs associated with the Health and Active Living Plaza, including a new Library. A multi year strategy for asset replacement also commenced in 2023, resulting in a dedicated contribution to asset replacement reserves in the 2024 amount of $567,000 (an increase of $295,000). The balance of the increase to reserve contributions of $17,000 is related to additional contributions for future fleet replacement.

The draw from reserve has increased by $669,000 for 2024. This is related to funding one time costs for staffing pilot projects in 2024 for an EDI Engagement and Outreach position as well as additional support for Council and Committees in the amount of approximately $120,000. The balance of the increase of approximately $549,000 is related to the use of dedicated funding for the new positions relating to the Health and Active Living Plaza.

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

2024

	Mayor & Council	Office of the CAO	Legal and Legislative Services	Corporate Services	Finance	Fire and Emergency Services	Development Services	Parks, Recreation and Culture	Engineering and Public Works	Library	Corporate Wide	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures															
Salaries and Benefits	683,017	643,674	1,148,635	3,215,126	2,099,267	4,921,517	1,200,089	5,389,047	3,417,654	1,873,089	(66,000)	24,525,115	22,122,461	2,402,654	11%
Advertising				88,000			20,500	3,300		9,750		121,550	109,300	12,250	11%
Audit Services		16,500			52,200					5,800		74,500	65,225	9,275	14%
Bank Fees, Payroll and Other Charges					114,760					6,290		121,050	106,290	14,760	14%
Communications		5,000	3,300	8,300	4,000	10,000	6,155	20,930	12,640	8,976		79,301	74,801	4,500	6%
Community Grants/Initiatives	133,850							94,330				228,180	246,805	(18,625)	(8%)
Consultants				81,000	9,500		5,580		16,500	2,500		115,080	121,080	(6,000)	(5%)
Contingency											420,000	420,000	184,267	235,733	128%
Contracted Services	10,000		12,500	8,000			388,473	240,223	230,645	2,150	1,730	893,721	822,730	70,991	9%
Councillor Discretionary Expenses	17,500											17,500	31,500	(14,000)	(44%)
Councillor Communications and Outreach	35,000											35,000		35,000	
Courier and Mail Processing			200	250	35,000			550	2,120	7,425	20,000	65,545	65,745	(200)	
Equipment and Vehicle	500		3,100	24,600		30,000	4,000	102,950	24,350	18,500	28,860	236,860	223,860	13,000	6%
Equipment Repair				2,000	900	200,000		121,227	76,000			400,127	397,127	3,000	1%
Insurance								3,200			725,000	728,200	627,100	101,100	16%
Legal Services			115,000									115,000	61,000	54,000	89%
Materials and Supplies	13,010	14,500	14,400	29,600	8,750	165,570	24,720	327,870	480,880	113,300	34,500	1,227,100	1,190,380	36,720	3%
Mileage		4,000	1,500	4,200	700	4,000	12,200	11,600	8,360	4,100		50,660	45,480	5,180	11%
Other Agencies/Municipalities						195,529	9,000					204,529	194,709	9,820	5%
Program Instructors								204,700		4,350		209,050	136,950	72,100	53%
Property and Building Maintenance						85,320		352,200				437,520	415,016	22,504	5%
Public Engagement/Corporate Events	8,000	4,000		10,500						4,100		26,600	23,500	3,100	13%
Public Works								16,000	1,243,500			1,259,500	1,341,390	(81,890)	(6%)
Rent								131,826		97,178		229,004	211,634	17,370	8%
Software Licences and Maintenance				385,500		7,275	12,000	7,000	15,700	65,840		493,315	473,775	19,540	4%
Training, Professional Development and Memberships	4,000	7,436	21,000	178,600	40,000	117,400	19,488	56,403	26,766	20,400	9,500	500,993	364,528	136,465	37%
Uniforms, Corporate Attire and Safety Clothing				8,000		74,000	3,570	21,850	14,800			122,220	111,920	10,300	9%
Utilities				20,000		69,000		961,175	472,760			1,522,935	1,519,455	3,480	
YorkNet Communications				54,000								54,000	54,000		
Waste Collection									1,401,558			1,401,558	1,401,558		
Indirect Corporate Costs								28,797	(242,090)		(2,406,215)	(2,619,508)	(2,575,133)	(44,375)	2%
Targeted Cost Reductions											(272,000)	(272,000)	(272,000)		
Total Expenditures	**904,877**	**695,110**	**1,319,635**	**4,117,676**	**2,365,077**	**5,879,611**	**1,705,775**	**8,095,178**	**7,202,143**	**2,243,748**	**(1,504,625)**	**33,024,205**	**29,896,453**	**3,127,752**	**10%**

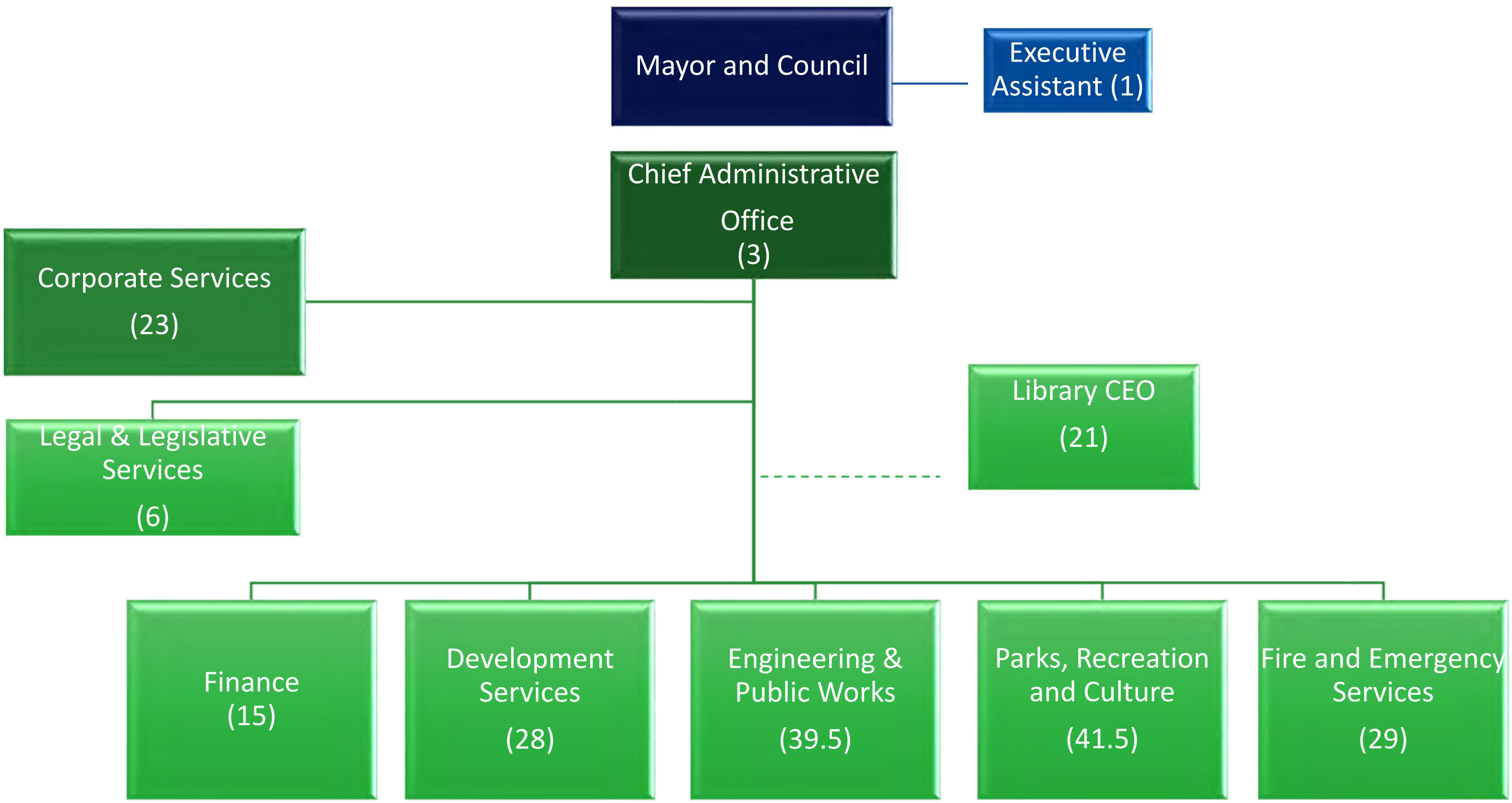
Tax Supported Summary

2024

	Mayor & Council	Office of the CAO	Legal and Legislative Services	Corporate Services	Finance	Fire and Emergency Services	Development Services	Parks, Recreation and Culture	Engineering and Public Works	Library	Corporate Wide	2024 Budget	2023 Budget	Variance $	Variance %
Revenues															
Taxation											(32,684,895)	(32,684,895)	(29,477,361)	(3,207,534)	11%
Supplementary Taxation on New Homes											(507,889)	(507,889)	(555,000)	47,111	(8%)
Development Charges					(233,689)							(233,689)	(421,144)	187,455	(45%)
Development Revenue						(46,235)	(80,000)		(8,200)			(134,435)	(89,435)	(45,000)	50%
Fines and Penalties							(82,500)					(82,500)	(80,500)	(2,000)	2%
Grants								(615)	(75,000)	(41,967)	(123,800)	(241,382)	(243,382)	2,000	(1%)
Investment Income											(500,000)	(500,000)	(500,000)		
Library								(97,178)				(97,178)	(94,808)	(2,370)	2%
Licenses			(6,000)				(61,000)					(67,000)	(67,000)		
Miscellaneous							(1,500)	(18,000)				(19,500)	(6,600)	(12,900)	195%
Motor Vehicle Accidents						(100,000)						(100,000)	(100,000)		
Penalties on Taxes											(500,000)	(500,000)	(500,000)		
Recoveries and Contributions from Developers									(6,000)			(6,000)	(56,000)	50,000	(89%)
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			(98,250)		(110,000)		(29,000)	(1,343,280)	(50,000)	(10,000)		(1,640,530)	(1,557,530)	(83,000)	5%
Total Revenues	**0**	**0**	**(107,250)**	**0**	**(373,689)**	**(283,935)**	**(254,000)**	**(1,476,663)**	**(180,250)**	**(51,967)**	**(34,316,584)**	**(37,044,338)**	**(33,978,100)**	**(3,066,238)**	**9%**
Transfers															
Contributions to Reserves				80,000		552,946		619,259	731,332	154,500	3,779,926	5,917,963	5,310,818	607,145	11%
Draw from Reserves	(70,111)		(75,000)	(106,159)	(95,778)	(662,567)		(708,246)		(179,969)		(1,897,830)	(1,229,171)	(668,659)	54%
Total Transfers	**(70,111)**	**0**	**(75,000)**	**(26,159)**	**(95,778)**	**(109,621)**	**0**	**(88,987)**	**731,332**	**(25,469)**	**3,779,926**	**4,020,133**	**4,081,647**	**(61,514)**	**(2%)**
NET BUDGET	**834,766**	**695,110**	**1,137,385**	**4,091,517**	**1,895,610**	**5,486,055**	**1,451,775**	**6,529,528**	**7,753,225**	**2,166,312**	**(32,041,283)**	**0**	**0**	**0**	**0%**

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. Council is responsible for all aspects of the Strategic Plan.

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



2024 Key Priorities & Objectives
Mayor and Council (MC)

Mayor and Council

Strategic Priority	Description
Quality Programs and Services	Provide value to residents for tax dollars by providing low cost or free municipal events.
	Support community initiatives and groups in a broad spectrum of activities for all ages.
	Support and promote arts, culture, and heritage initiatives.
	Encourage programs and activities that support a diverse, inclusive, and sustainable community.
Responsible Growth	Support local businesses through the new Chamber of Commerce and the Economic Development Advisory Committee.
	Encourage policies that reflect and promote economic, environmental, and social sustainability.
	Continue to advocate for the principle that growth pays for growth.
	Strengthen policy frameworks to support intentional, sustainable growth.
Environmental Stewardship	Through our words and deeds, protect and restore our natural environment as we grow.
	Develop and implement policies that support environmental sustainability and best practices.
	Support community engagement and outreach in the development and implementation of the East Gwillimbury environmental strategy and climate action plan.
	Working with the Environmental Advisory Committee and community stakeholders, prioritize the establishment of environment initiatives such as tree planting and community clean ups.
Build Complete Communities	Encourage and support volunteerism to engage the community in the Town.
	Ensure funding directly supports local community in an affordable and accessible way.
	Improve resident access to groups and events within the community by creating opportunities for free memberships and passes.
	Support for a safe and connected community through the Road Watch Committee, Trails Committee, and Broadband Working Group.
Culture of Municipal Excellence	Due to the loss of the print edition of the local, East Gwillimbury Express newspaper, increase Council communication and public outreach with residents.
	Increase fairness and transparency on how community initiative funds are utilized.
	Ensure transparency by increased reporting on the use of funds by community groups.
	Engage community partners to support community initiatives.

Budget Summary

The Mayor and Council's 2024 operating budget include expenditures of $0.9 million, or approximately 3% of the Town's total operating expenditures.

Expenses have increased by approximately $108,000 mainly relating to an increase for part time support for council and committee. This support is a one year pilot project that is offset by funding from reserve. A net increase of approximately $21,000 is related to costs for expanded councillor outreach and communications to town residents and businesses. Community grants and initiatives have increased by approximately $14,000. The majority of this increase is related to $10,000 one year pilot funding to Mount Albert Sports Day that has been offset by a draw from reserves.

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 of items included in the Community Initiatives budget.

Mayor and Council 2024 Tax Supported Budget	Mayor & Council Admin	Mayor Hackson	Councillor Carruthers	Councillor Crone	Councillor Foster	Councillor Lahey	Councillor Johns	Councillor Roy-Diclemente	Community Initiatives	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures													
Salaries and Benefits	683,017									683,017	609,598	73,419	12%
Community Grants/Initiatives									133,850	133,850	119,875	13,975	12%
Contracted Services	10,000									10,000	10,000		
Councillor Discretionary Expenses		2,500	2,500	2,500	2,500	2,500	2,500	2,500		17,500	31,500	(14,000)	(44%)
Councillor Communications and Outreach		5,000	5,000	5,000	5,000	5,000	5,000	5,000		35,000		35,000	
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	**718,527**	**7,500**	**7,500**	**7,500**	**7,500**	**7,500**	**7,500**	**7,500**	**133,850**	**904,877**	**796,483**	**108,394**	**14%**
Total Revenues													
Transfers													
Draw from Reserves	(60,111)								(10,000)	(70,111)		(70,111)	
Total Transfers	**(60,111)**								**(10,000)**	**(70,111)**		**(70,111)**	
NET BUDGET	**658,416**	**7,500**	**7,500**	**7,500**	**7,500**	**7,500**	**7,500**	**7,500**	**123,850**	**834,766**	**796,483**	**38,283**	**5%**

Mayor and Council Community Initiatives
2024 Operating Budget

	Community Initiatives - Ongoing	Community Initiatives - One Time	2024 Budget	2023 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	2,000		2,000	7,000	(5,000)	(71%)
Environmental Advisory Committee	2,000		2,000	2,500	(500)	(20%)
Trails Committee	2,000		2,000	1,000	1,000	100%
Diversity & Inclusion Advisory Committee	2,000		2,000	2,000		
Youth Advisory Committee	2,000		2,000		2,000	
Total Committees Groups Appointed by Council	16,000		16,000	18,500	(2,500)	(14%)
Working Groups						
Santa Claus Parade	8,000		8,000	8,000		
Road Watch Committee (CAC)	2,000		2,000	2,000		
Broadband Working Committee	2,000		2,000	2,500	(500)	(20%)
Total Working Groups	12,000		12,000	12,500	(500)	(4%)
Community Groups						
River Drive Park Community Group	2,000		2,000	1,500	500	33%
North Union Community Group	2,000		2,000	1,000	1,000	100%
Holland Landing Community Group	2,000		2,000	2,000		
Queensville Sharon Community Group	2,000		2,000	2,000		
Total Community Groups	8,000		8,000	6,500	1,500	23%
Subtotal Committees	36,000		36,000	37,500	(1,500)	(4%)

Mayor and Council Community Initiatives
2024 Operating Budget

	Community Initiatives - Ongoing	Community Initiatives - One Time	2024 Budget	2023 Budget	Variance $	Variance %
Community Grants						
Car Show Group				2,000	(2,000)	(100%)
Mount Albert Sports Day and Spring Fair		10,000	10,000		10,000	
Routes Connecting Communities	7,500		7,500	5,000	2,500	50%
Sharon Temple Museum	42,000		42,000	40,000	2,000	5%
Sharon Temple-Canada Day	3,000		3,000	3,000		
Sutton Agricultural Society	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	63,350	10,000	73,350	60,850	12,500	21%
Other						
Committee Contingency	18,000		18,000	19,000	(1,000)	(5%)
Chamber of Commerce Breakfast	1,500		1,500	1,225	275	22%
Pancake Breakfast	4,000		4,000	1,300	2,700	208%
Climate Action Outreach	1,000		1,000		1,000	
Total Other	24,500		24,500	21,525	2,975	14%
Total Expenditures	**123,850**	**10,000**	**133,850**	**119,875**	**13,975**	**12%**
Total Revenues						

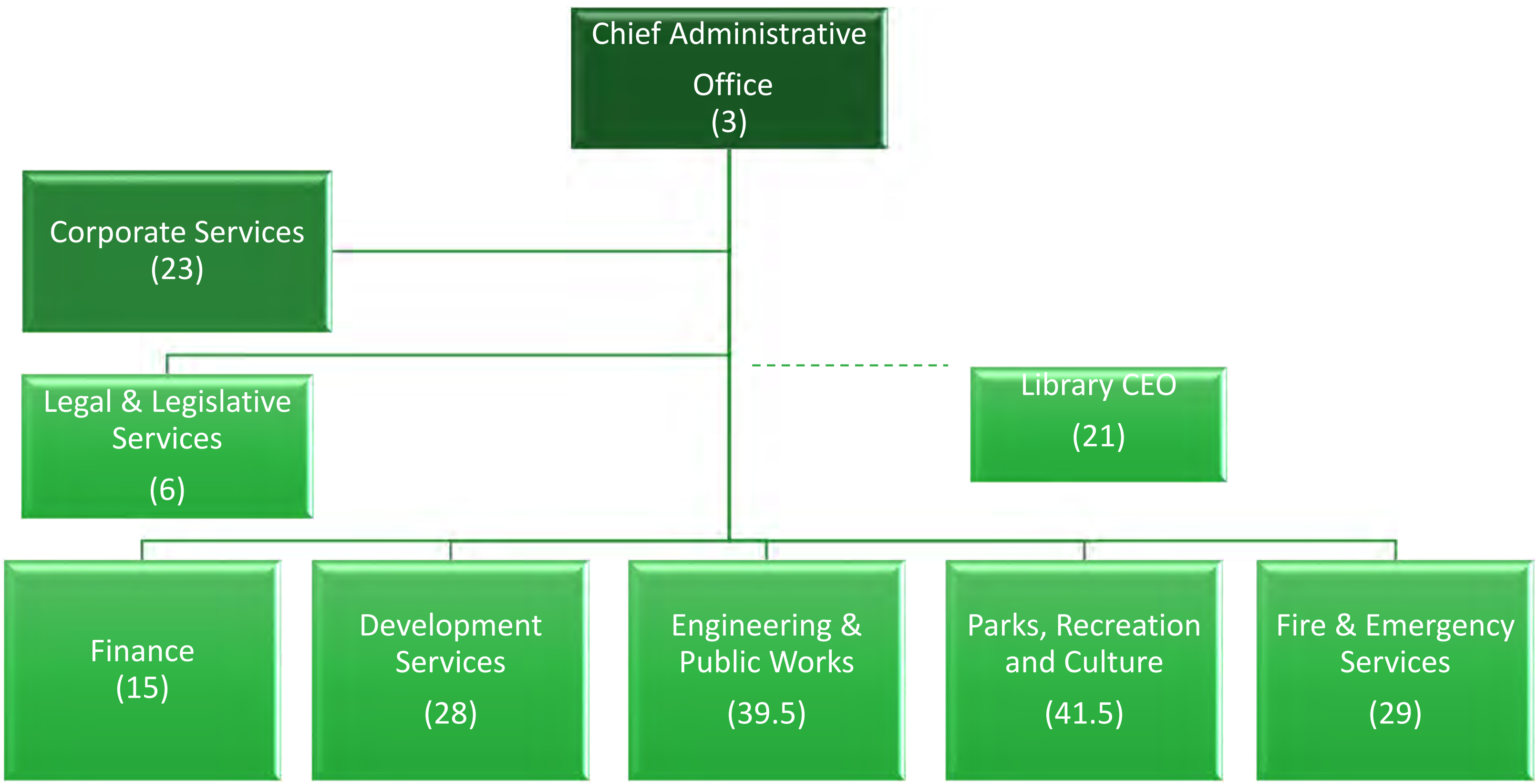
Mayor and Council Community Initiatives
2024 Operating Budget

	Community Initiatives - Ongoing	Community Initiatives - One Time	2024 Budget	2023 Budget	Variance $	Variance %
Transfers						
Mount Albert Sports Day and Spring Fair		(10,000)	(10,000)		(10,000)	
Total Transfers		(10,000)	(10,000)		(10,000)	
Total Transfers		**(10,000)**	**(10,000)**		**(10,000)**	
NET BUDGET	123,850		123,850	119,875	3,975	3%

Office of the Chief Administrative Officer

The Office of the Chief Administrative Officer (CAO) provides strategic administrative leadership to the Corporation in accordance with provincial legislation, corporate policies, and the Council Strategic Plan. The CAO is a visionary leader that ensures municipal services are delivered efficiently and effectively and drives continuous improvement and service modernization. In addition, the CAO leads by example in developing an innovative and collaborative service-focused culture where employees are supported to achieve their full potential. The CAO represents the municipality's interest with other levels of government and community partners.

The Office of the CAO has 3 full-time positions. The CAO guides a culture of belonging and leads the seven departments in the organization, made up of 207 full-time , 140 part-time employees and a roster of +/- 65 paid on-call firefighters. The CAO also acts as the liaison with the Library Board through the Library Chief Executive Officer.



Chief Administrative Officer

Strategic Priority	Name of Priority/Objective	Description
	Program and service delivery	Advance the Strategic Plan, ensure value for tax dollars, and provide quality services that the community wants and needs.
	Responsible growth	Leading growth, initiatives, reports and processes to ensure Council and staff are well-positioned to address growth pressures.
	Legislative Review	Monitor and review legislative changes that affect the Town and ensure appropriate cross-organizational analysis and response.
	Council Relations	Regularly engage Council to ensure ongoing information sharing and communication to proactively identify and respond to feedback related to program and service delivery.
	Service Modernization and Business Efficiency	Promote a continuous improvement culture and utilize the people, process, systems and tools framework to focus investments that drive efficiency and effectiveness in the organization.
	Business Planning Process Improvement	Enhance the administrative business planning process in a manner that engages the Extended Management team, increases awareness of the Strategic Plan, and works towards a multi-year Business Plan, and updated Agenda management for Council meetings.
	Employee Engagement and Governance	Prioritize the roll out of EG You Belong Employee Strategy including a focus on overall employee wellness, support for staffing in support areas, and ensuring that we create an organization that communicates and operates with authenticity. Enhance engagement of SMT and EMT promoting a shared governance structure and focused succession planning throughout the organization.

Budget Summary

The Office of the Chief Administrative Officer 2024 operating budget includes expenditures of $0.7 million, or approximately 2% of the Town's total operating expenditures.

Salaries and benefits have increased by approximately $192,000 to account for the full annual operating cost for Strategic Advisor position. The departmental contingency budget of $55,000 has been moved into the corporate contingency to reflect the intended corporate wide use of the funds. Uniforms, corporate attire and safety clothing budget of $8,000 has been moved into the Corporate Services department.

The net budget for this department is increasing by approximately $131,000 or 23%.

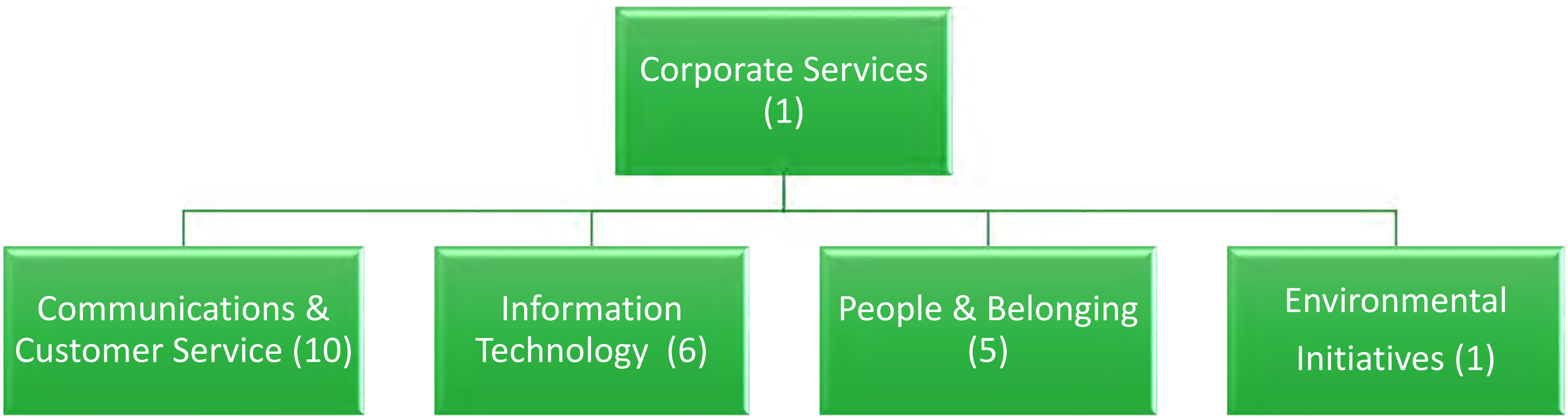
Office of the Chief Administrative Officer 2024 Tax Supported Budget	Chief Administrative Office	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures					
Salaries and Benefits	643,674	643,674	451,439	192,235	43%
Audit Services	16,500	16,500	16,500		
Communications	5,000	5,000	5,000		
Contingency			55,000	(55,000)	(100%)
Materials and Supplies	14,500	14,500	14,500		
Mileage	4,000	4,000	4,000		
Public Engagement/Corporate Events	4,000	4,000	4,000		
Training, Professional Development and Memberships	7,436	7,436	5,936	1,500	25%
Uniforms, Corporate Attire and Safety Clothing			8,000	(8,000)	(100%)
Total Expenditures	**695,110**	**695,110**	**564,375**	**130,735**	**23%**
Total Revenues					
Total Transfers					
NET BUDGET	**695,110**	**695,110**	**564,375**	**130,735**	**23%**

Corporate Services

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

- Communications & Customer Service
- People & Belonging
- Information Technology
- Environmental Initiatives

The department is supported by 23 full time positions.



Corporate Services

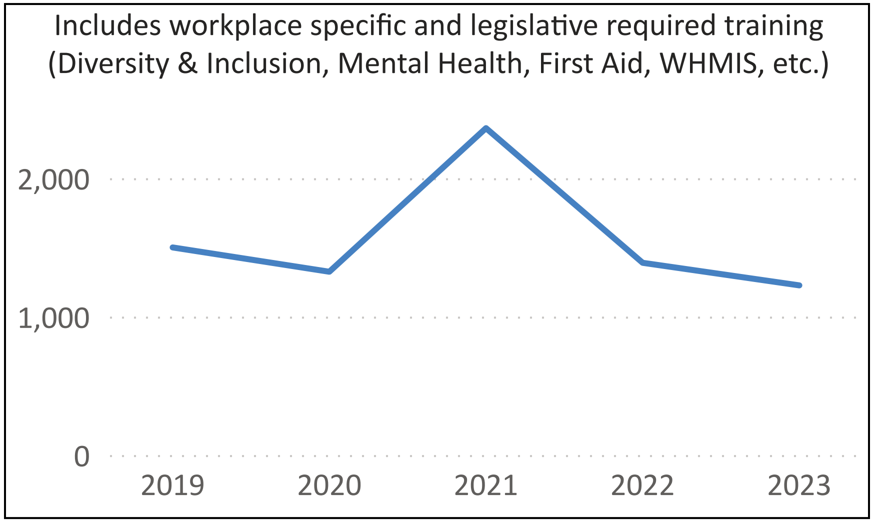
Strategic Priority	Name of Priority/Objective	Description
Quality Programs and Services	Asset Management Plan	Prepare the legislated Asset Management Plan, including data collection, inventory refinement of all Town assets, document the related lifecycles and operational maintenance plans.
	Open Data Portal	Provide an Open Data portal to initiate access to information directly by the public in a transparent and accessible manner.
Environmental Stewardship	Environmental Strategy	Implement the Environmental Strategy including the Environmental Outreach program and events and update the Water Conservation Strategy.
	Climate Action Plan	Complete the risks and vulnerability analysis regarding health and infrastructure. Initiate community engagement for Climate Adaptation. (Project scope is grant dependent)
	Community Energy Plan Update	Develop the corporate and community action plan as part of the Community Energy Plan to reduce greenhouse gas emissions and energy consumption.
	Update Green Development Standards	Create a corporate working group to review the standards and conduct engagement.
Culture of Municipal Excellence	Customer Service Excellence Strategy	Implementation of Council approved Customer Service Excellence Strategy with a focus on a “no wrong door approach”, expanding and enhancing service levels to include multiple locations.
	Customer Relationship Management (CRM) Solution Expansion	Enhance the Customer Relationship Management Solution (CRM) to promote a standardized service management approach across the organization. Involves integrating the CRM with backend data sources, solutions, and business processes.
	Strategic Communications	Provide strategic communications support to all Town departments to ensure effective internal and external communications and engagement, ensuring strategies reflect current trends in the community.
	Website Enhancements	Conduct a review of the Town’s website to ensure accuracy of information, adherence to AODA standards and legislation and ensure we continue to maximize self-service options for residents with online payments and resident portal.

Corporate Services

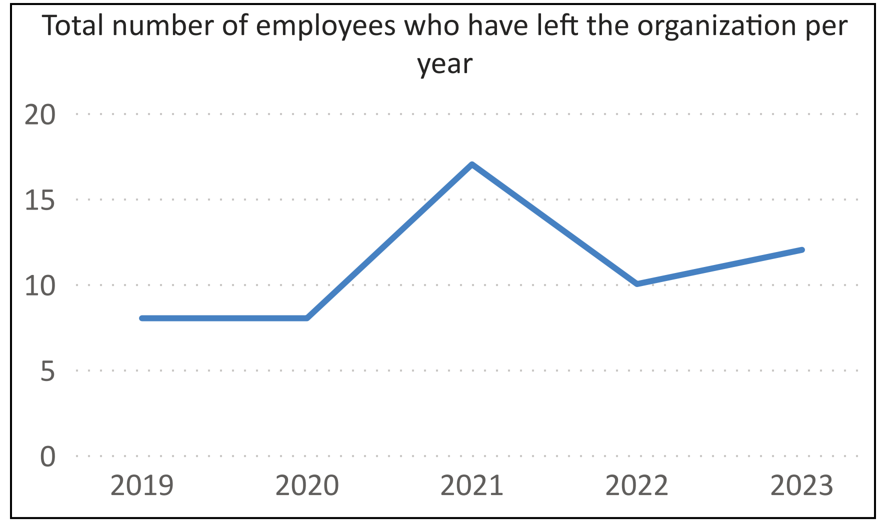
Strategic Priority	Name of Priority/Objective	Description
Culture of Municipal Excellence	EG You Belong, Employee Strategy	Prioritize the roll out of key EG You Belong Employee Strategy including a rewards and recognition program, salary review, benefit review and implementation of maternity and parental leave.
	Enhanced Training and Development Program	Oversee corporate training and development program including training on Health and Safety, Mental Health and Wellness, EDI, Business Solutions, AODA, and Career Development Review. (Also part of EG – You Belong)
	Advance the Equity, Diversity and Inclusion Framework	Advance the pillars of the EDI Framework: Engage, Educate, Express. Efforts will include continued engagement with various communities within EG, support to DIAC, review of policies, exploring ways in which to effectively express the municipality's commitment to EDI.
	Human Resources policy and procedure update	Complete a review and update of priority Human Resources policies and procedures to support employee growth, development and retention including a new comprehensive on-boarding program and succession planning framework. (Also part of EG – You Belong)
	Service Modernization and Business Efficiency	Focus on automating and transforming the delivery of municipal services to meet the changing needs and expectations of residents and businesses (Municipal Peak Performance Program). Scope includes enhancing the Town’s self-serve options, streamlining and automating business processes, paperless strategy and continued promotion of a data-driven decision-making framework.
	Information Management and Service Improvement	Promote a data-driven decision-making framework by fostering a culture that values and prioritizes decisions based on data analysis and approaches. Increase data literacy to promote how to collect, analyze, interpret, and use data effectively. Involves training and support to protect the town’s digital assets and maintain a safe, secure, and resilient operating environment. Examples include HR Modernization, Open Data Portal, Digital Forms.
	Enhancing and Standardizing e-Signature Implementation Framework	Revise and establish the e-Signature policy and implementation to comply with legislative mandates.
	Administrative Policy Review	Develop a framework to guide staff through the development, approval and administration of the Town’s administrative policies and procedures. Scope includes developing an inventory of current and future policies and procedures, standardized template, training and corporate roll out.

** All 2023 numbers have been estimated to year end for comparison purposes*

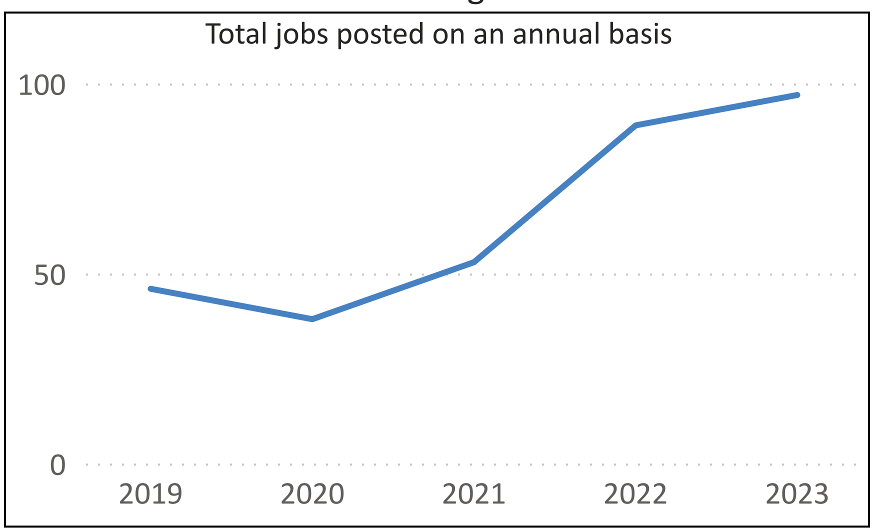
Corporate Training Hours



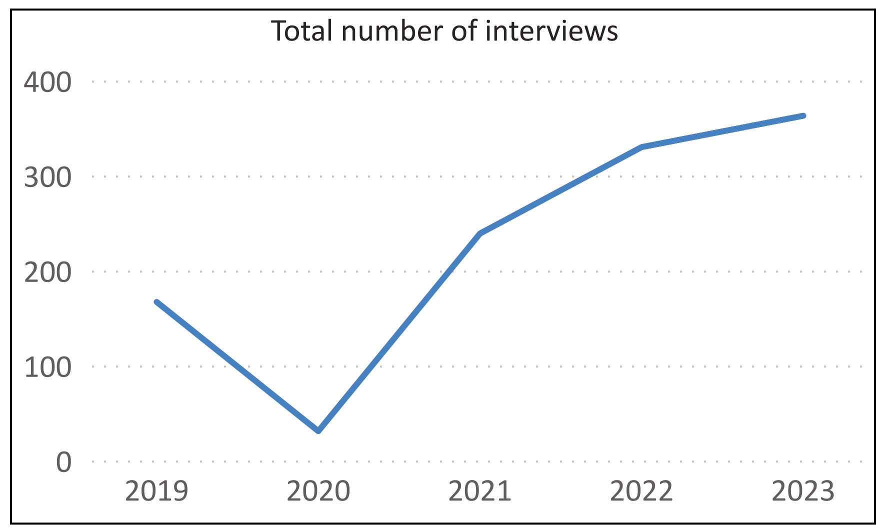
Employee Turnover



Postings



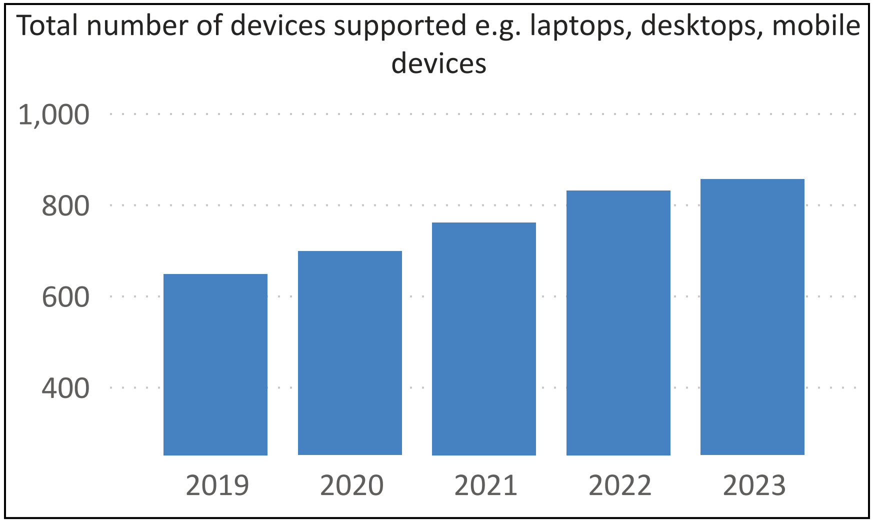
Interviews



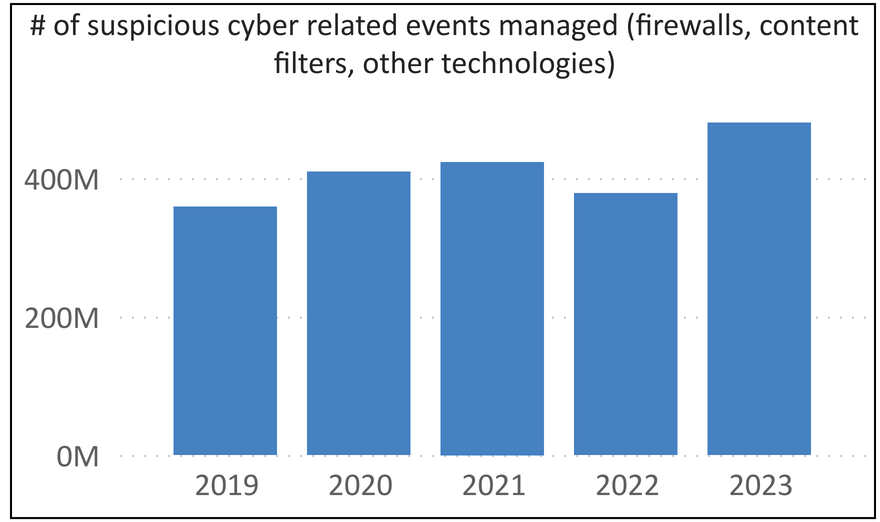
Information Technology

** All 2023 numbers have been estimated to year end for comparison purposes*

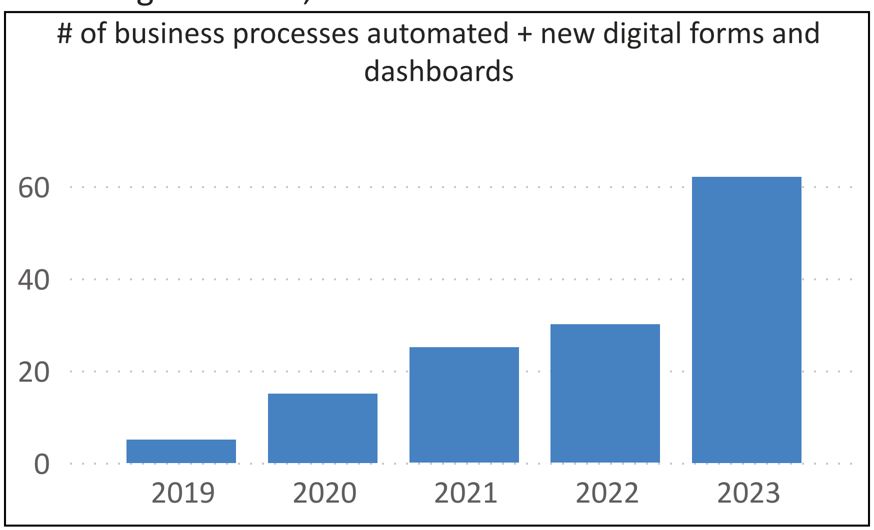
Hardware Devices Managed

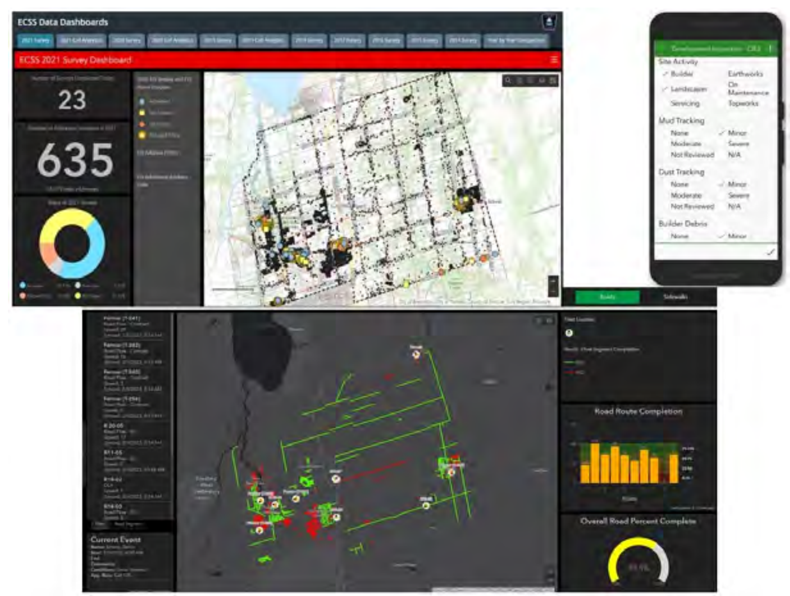


Cyber Attacks Prevented



Digital Forms, Dashboards and Automations



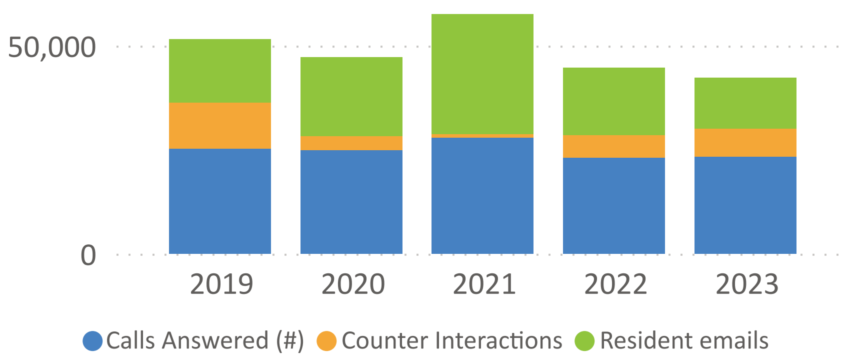


Customer Service and Communications

** All 2023 numbers have been estimated to year end for comparison purposes*

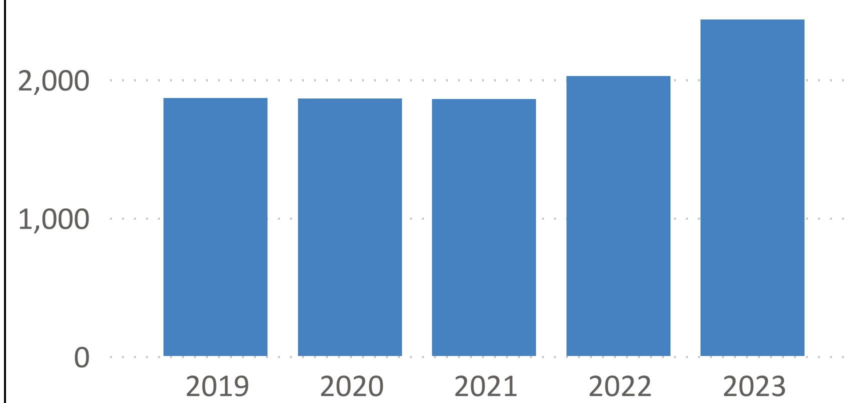
Customer Service Interactions

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



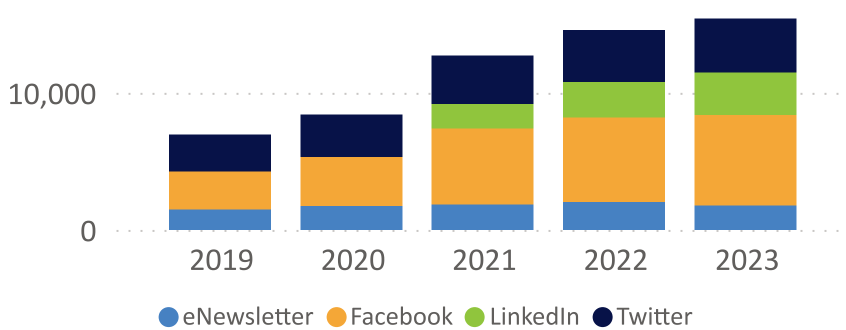
Service Requests Managed

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



Digital Communications

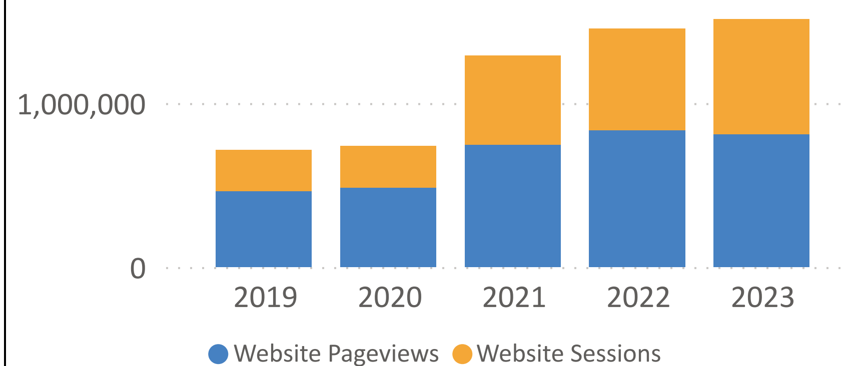
Total number of residents engaged with the Town's various digital communications comprised of e-newsletter, Facebook, Twitter, and LinkedIn followers



LinkedIn tracking began in 2021

Website Engagement

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

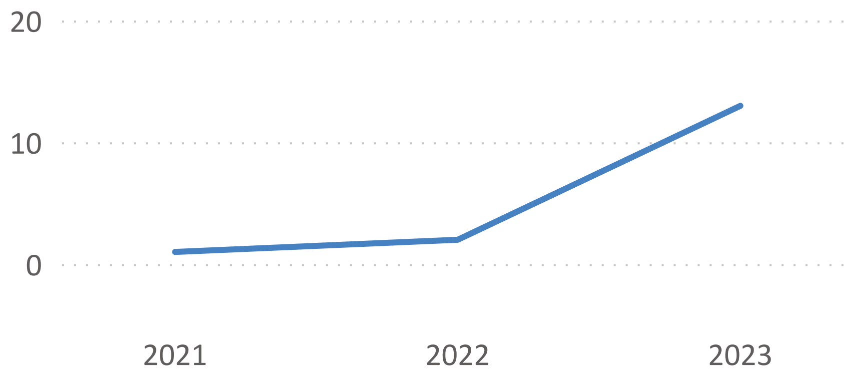


*Communications utilizes a variety of tactics to communicate messages beyond digital. Other tactics include facility posters, external facility signs, newspaper ads, call centre recordings, geo-fencing targeted ads, road signs, etc.

** All 2023 numbers have been estimated to year end for comparison purposes*

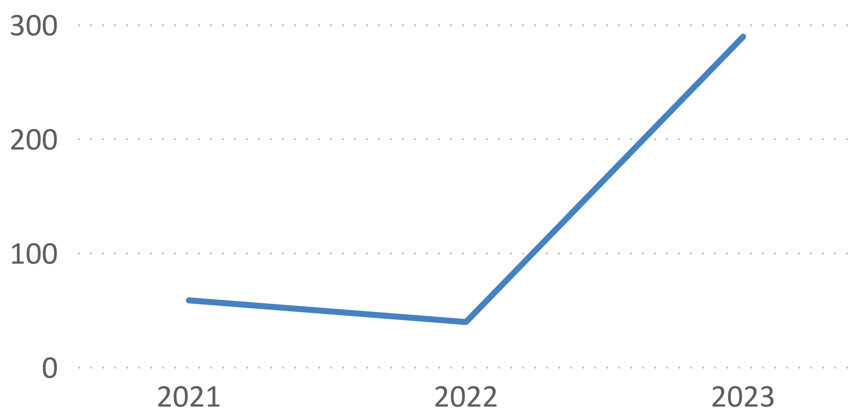
Environmental Related Community Engagement Activities

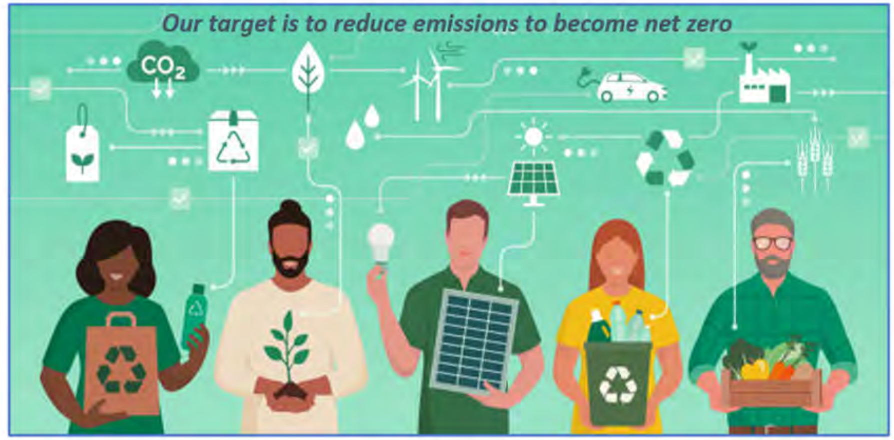
Number of environmental related community engagement events including: Earth Day, Nature Day, Environmental Workshops, Surveys, Photo Contests, and Campaigns



Environmental Related Community Engagement Activity Participants

Number of people who participated in environmental related engagement activities





One step in the right direction, moving to a hybrid work place

Also reducing facilities operating impacts

Hybrid Service Delivery Model means...

Avoided 36 T/CO2E

Avoided 14 round trips Vancouver to Halifax

Planted 1,700 trees

Removed 9 cars

Budget Summary

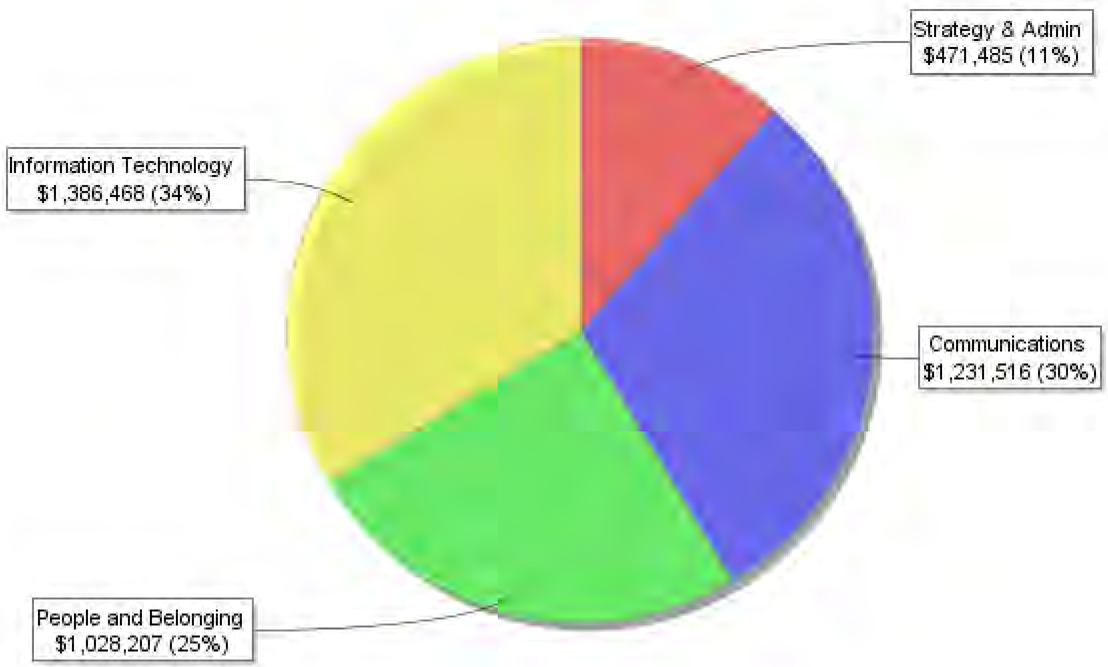
The Corporate Services 2024 operating budget includes expenditures of approximately $4.1 million or 12% of the Town's total operating expenditures.

Salary and benefits have increased by approximately $546,000 due to the addition of four new positions. These include one HR Associate and one Environmental Initiatives program manager. New positions for the Health and Active Living Plaza, one Customer Service Team Lead and one Customer Service Representative, are also included. The cost of these positions are offset by a draw from funding previously set aside for HALP operations and do not create an additional tax levy impact. An increase in part time staffing levels for customer service and communications, as well as merit increases also contribute to the 2024 variance. Corporate wide training costs have increased by $97,000 relating to expanded training options for all staff to have the necessary skills to be successful in their roles, as well as annual costs for new staff. Software licensing has increased by $6,000 to cover the corporate operating costs of additional licensing for all new staff positions. The budget for uniforms, corporate attire and safety clothing of $8,000 was moved from the Office of the CAO budget. The increase of $5,000 in advertising is related to rising recruitment costs.

The net budget for this department is increasing by approximately $561,000 or 16%.

Corporate Services 2024 Tax Supported Budget	Strategy & Admin	Communications	Information Technology	People and Belonging	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures								
Salaries and Benefits	451,585	1,121,516	903,168	738,857	3,215,126	2,669,075	546,051	20%
Advertising		68,000		20,000	88,000	83,000	5,000	6%
Communications	1,500	1,800	3,000	2,000	8,300	8,300		
Consultants	6,000		15,000	60,000	81,000	81,000		
Contracted Services				8,000	8,000	8,000		
Courier and Mail Processing				250	250	250		
Equipment and Vehicle	2,600		22,000		24,600	24,600		
Equipment Repair			2,000		2,000	2,000		
Materials and Supplies	4,800	17,500	800	6,500	29,600	27,600	2,000	7%
Mileage	500	1,200	1,500	1,000	4,200	4,200		
Public Engagement/Corporate Events		5,000		5,500	10,500	7,500	3,000	40%
Software Licences and Maintenance			356,000	29,500	385,500	379,500	6,000	2%
Training, Professional Development and Memberships	4,500	16,500	9,000	148,600	178,600	81,600	97,000	119%
Uniforms, Corporate Attire and Safety Clothing				8,000	8,000		8,000	
Utilities			20,000		20,000	20,000		
YorkNet Communications			54,000		54,000	54,000		
Total Expenditures	**471,485**	**1,231,516**	**1,386,468**	**1,028,207**	**4,117,676**	**3,450,625**	**667,051**	**19%**
Revenues								
Total Revenues								
Transfers								
Contributions to Reserves			80,000		80,000	80,000		
Draw from Reserves		(46,048)		(60,111)	(106,159)		(106,159)	
Total Transfers		**(46,048)**	**80,000**	**(60,111)**	**(26,159)**	**80,000**	**(106,159)**	**(133%)**
NET BUDGET	**471,485**	**1,185,468**	**1,466,468**	**968,096**	**4,091,517**	**3,530,625**	**560,892**	**16%**

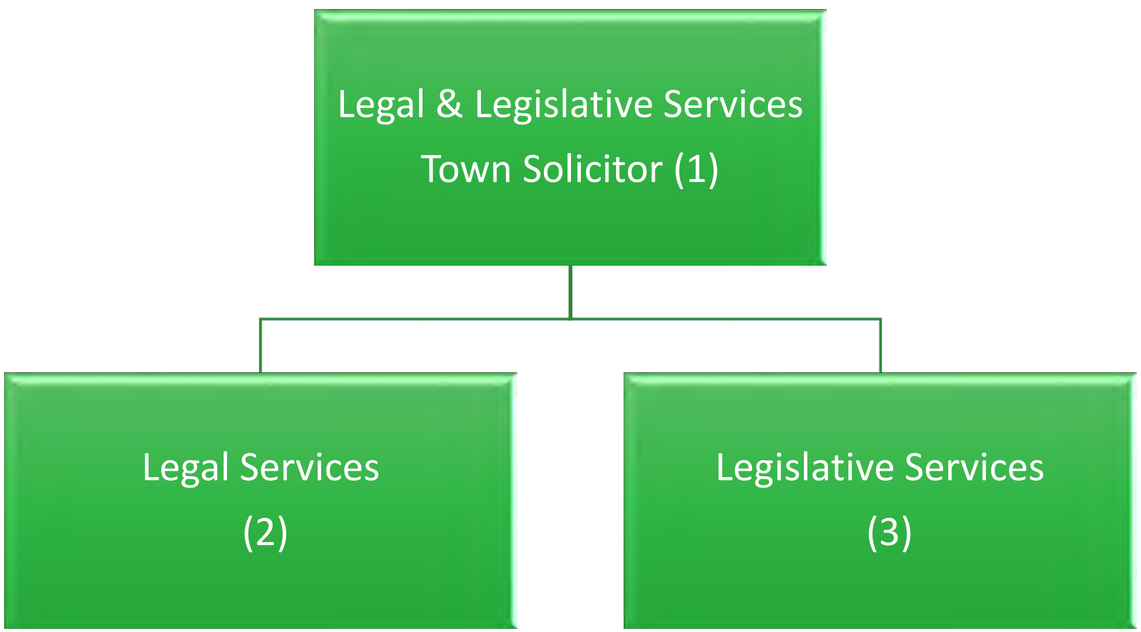
Expenditure by Branch



Legal and Legislative Services

The Legal and Legislative Services Department is comprised of two branches. The Legal Services Branch, led by the Town Solicitor, provides strategic and legal advice and support to Council, the Corporation and the Town's local boards. The Legal Services Branch has general oversight and responsibility for legal matters involving the Town and oversees the Town's insurance and risk portfolio. The Legislative Services Branch, led by the Municipal Clerk, has legislative responsibility for administering Committee and Council meetings and agendas, including statutory public meetings under the Planning Act. The Legislative Services Branch is responsible for administering the municipal election process and managing the access to information and privacy process.

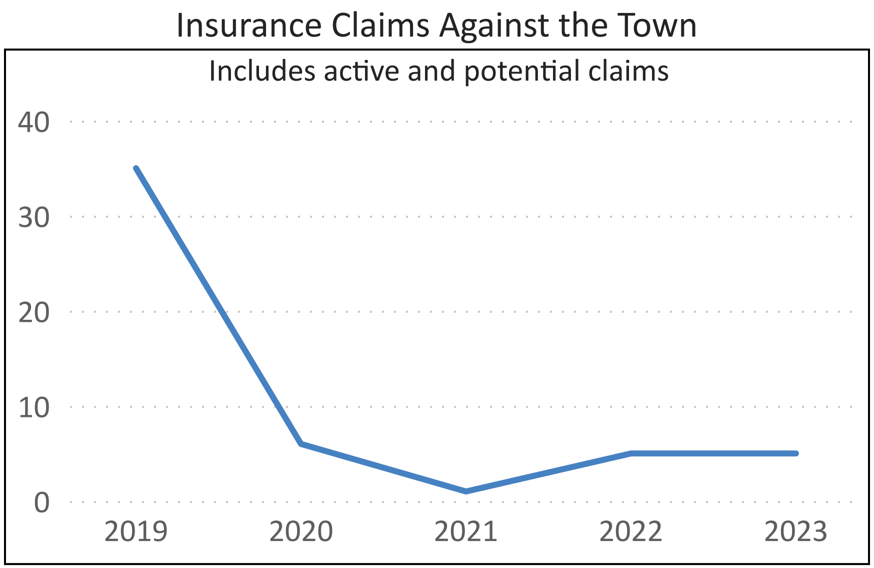
Legal and Legislative Services is supported by 6 full time positions.

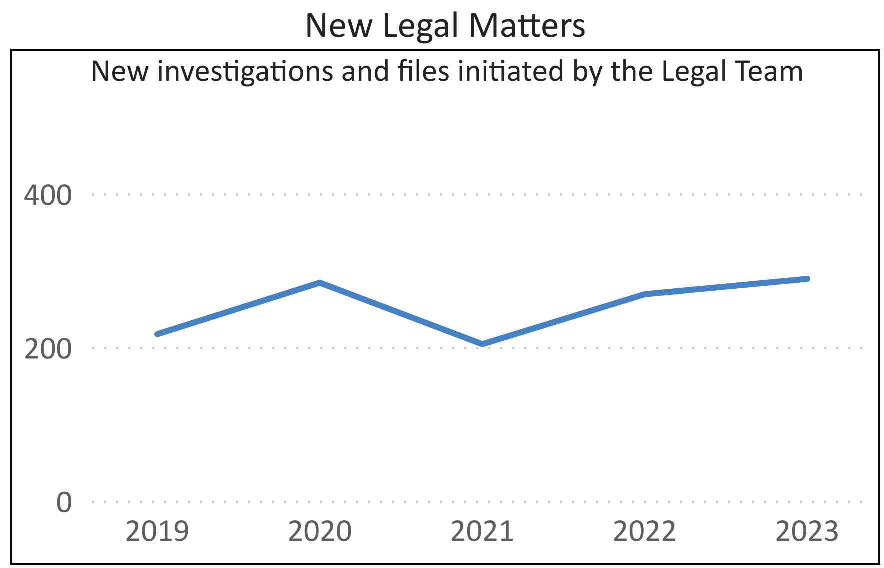


Legal and Legislative Services

Strategic Priority	Name of Priority/Objective	Description
Quality Programs and Services	Review and update as appropriate Delegation By-law	Review and update the Town's Delegation By-law in partnership with Finance.
Culture of Municipal Excellence	Provide Strategic Legal Advice and Support to Mayor, Council and Senior Management	1) Provide legal advice on issues impacting Town 2) Review Town's risk management practices 3) Bylaw and policy review
	Procedure By-law Review	Implement the updated Procedure By-law, incorporating training for Council and staff, along with public awareness initiative to ensure individuals gain a clear understanding of how procedures impact them, thus enabling them to participate more effectively in local governance.
	Ward Boundary Review	Examine current ward boundaries and Council composition to ensure fair and equitable representation for all members of the community.
	Records Management and Open Data – Policy Development	Develop comprehensive policies in alignment with provincial regulations that outline the Town's approach to collecting, maintaining, supervising, and sharing information and records with the public.

** All 2023 numbers have been estimated to year end for comparison purposes*





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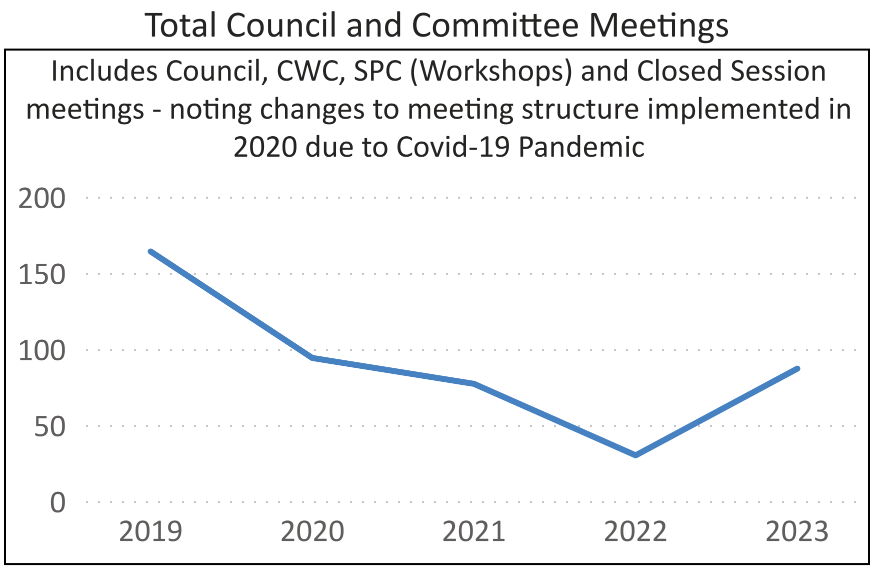
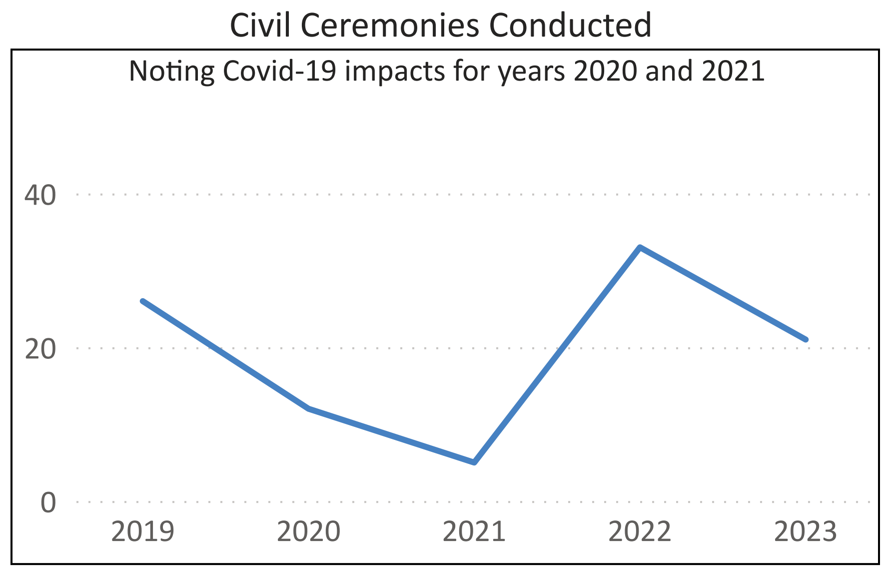
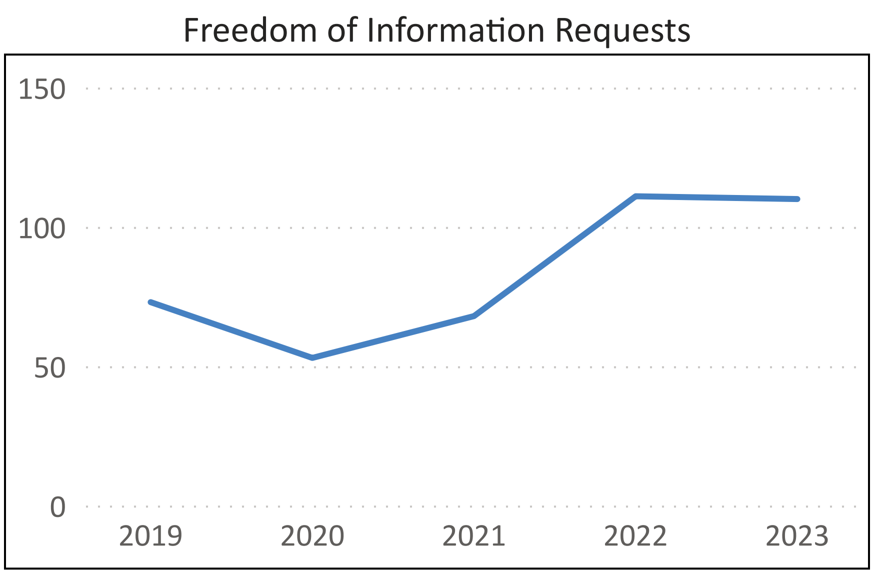






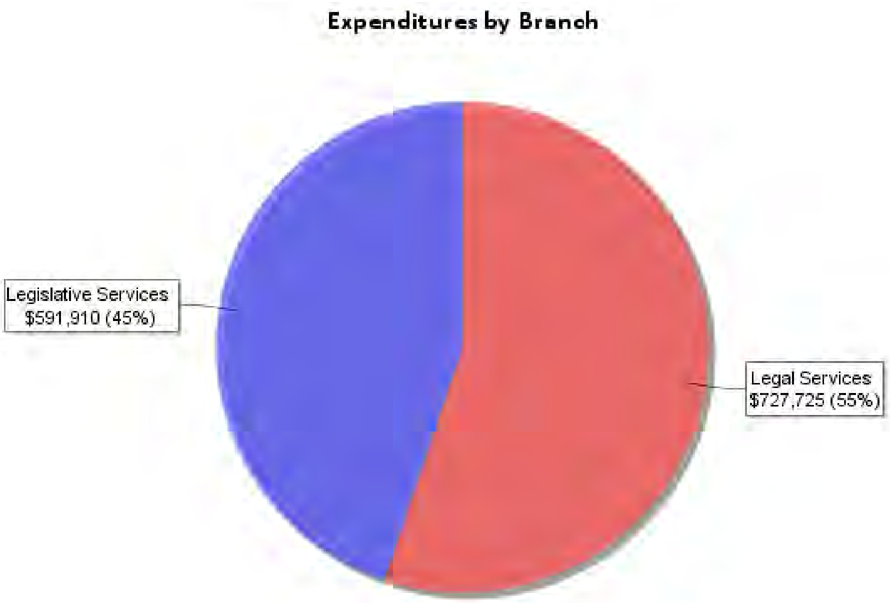
Budget Summary

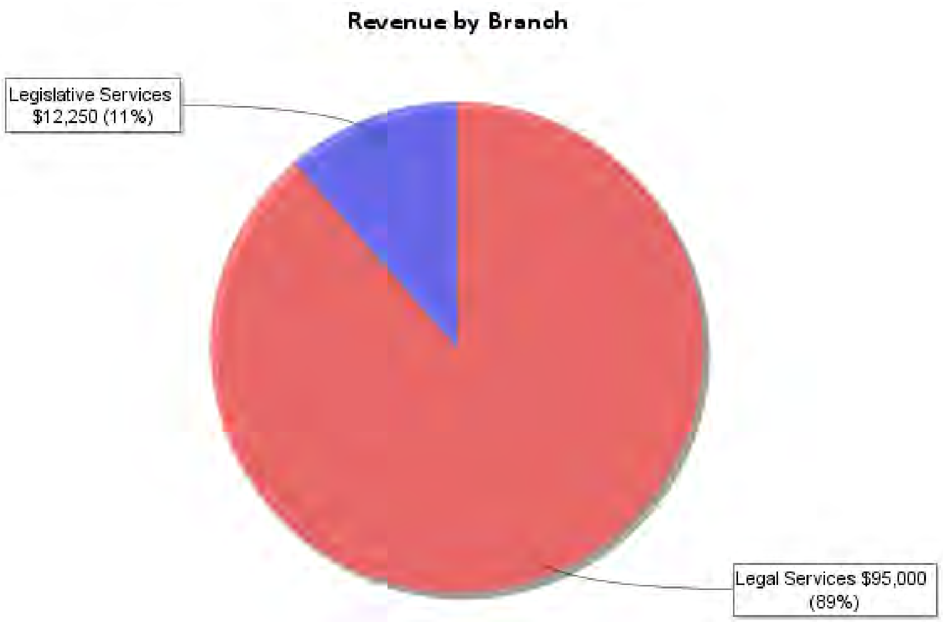
The Legal and Legislative Services operating budget includes expenditures of approximately $1.3 million or 4% of the Town's total operating expenditures.

Salaries and benefits have increased by $62,000 as a result of a cost of living adjustment and merit increases in legislative services. Legal services have increased by $55,000 to provide for external legal advice. The increase in contracted services of $6,000 is related to the estimated cost of integrity commissioner services. Cost increases have been partially offset by a decrease in professional development costs as well as materials and supplies for a subscription that is no longer required.

The net budget is increased by approximately $119,000 or approximately 12%.

Legal and Legislative Services 2024 Tax Supported Budget	Legal Services	Legislative Services	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures						
Salaries and Benefits	590,525	558,110	1,148,635	1,086,856	61,779	6%
Communications	1,300	2,000	3,300	3,300		
Contracted Services		12,500	12,500	6,500	6,000	92%
Courier and Mail Processing	200		200	200		
Equipment and Vehicle	2,100	1,000	3,100	3,100		
Legal Services	115,000		115,000	60,000	55,000	92%
Materials and Supplies	6,100	8,300	14,400	16,900	(2,500)	(15%)
Mileage	500	1,000	1,500	1,500		
Training, Professional Development and Memberships	12,000	9,000	21,000	22,000	(1,000)	(5%)
Total Expenditures	**727,725**	**591,910**	**1,319,635**	**1,200,356**	**119,279**	**10%**
Revenues						
Licenses		(6,000)	(6,000)	(6,000)		
Sales		(3,000)	(3,000)	(3,000)		
User Fees	(95,000)	(3,250)	(98,250)	(98,250)		
Total Revenues	**(95,000)**	**(12,250)**	**(107,250)**	**(107,250)**		
Transfers						
Draw from Reserves		(75,000)	(75,000)	(75,000)		
Total Transfers		**(75,000)**	**(75,000)**	**(75,000)**		
NET BUDGET	**632,725**	**504,660**	**1,137,385**	**1,018,106**	**119,279**	**12%**


Expenditures by Branch
Legislative Services $591,910 (45%)
Legal Services $727,725 (55%)


Revenue by Branch
Legislative Services $12,250 (11%)
Legal Services $95,000 (89%)

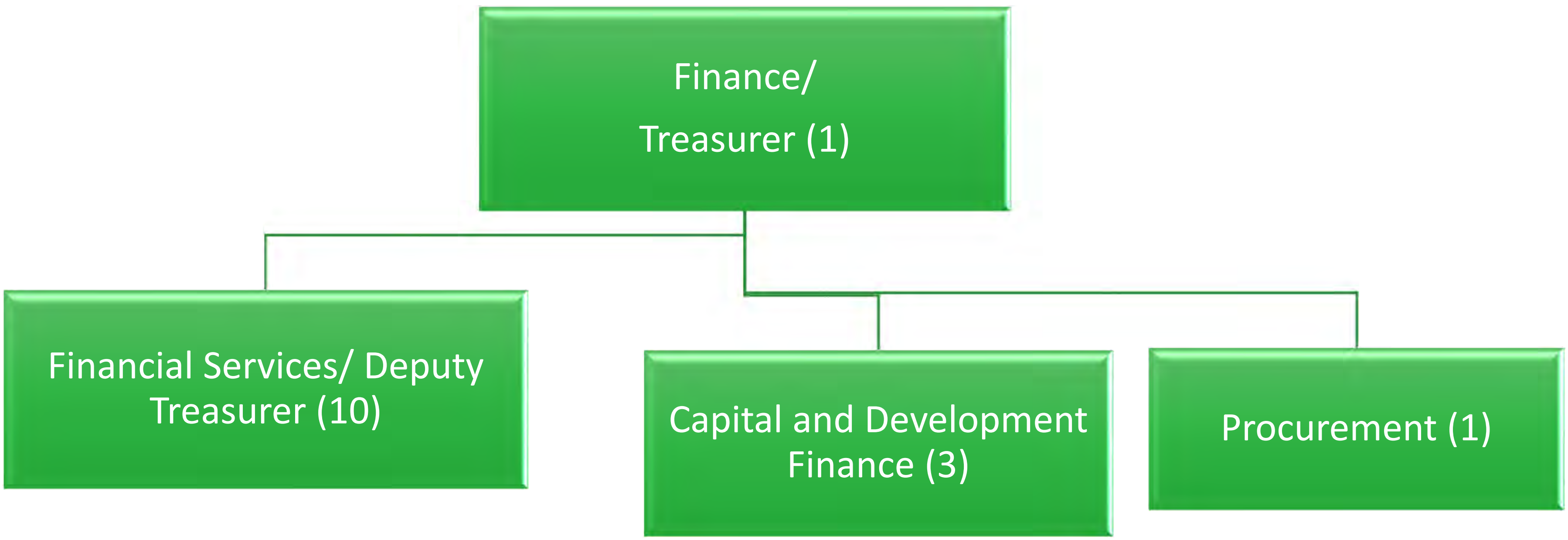
Finance

The Finance Department is responsible for providing direction, advice and services that ensures the Town remains in a strong financial position, enabling the Town to provide quality services to the public, now and in the future.

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

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

The department is supported by 15 full time positions.



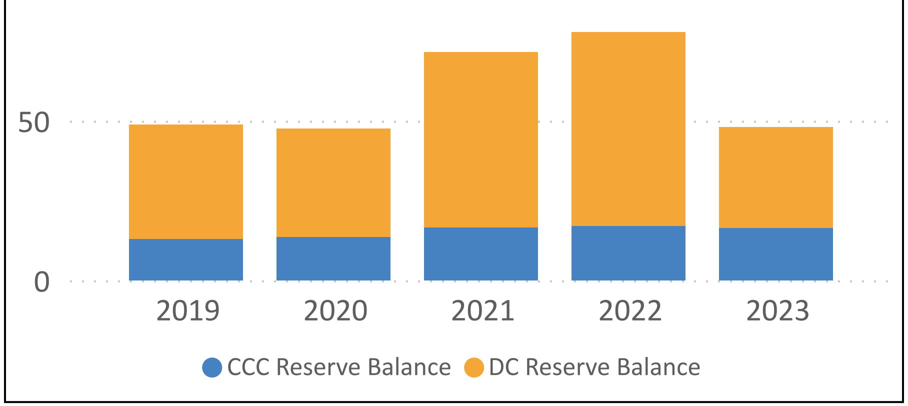
Finance

Strategic Priority	Name of Priority/Objective	Description
Quality Programs and Services	Review and enhancement of financial processes	Review and implement enhancements of financial processes to identify potential efficiencies or customer service enhancements including possible technology improvements.
	Enhancements to online payments	Support the ongoing enhancements to online payment opportunities for improving overall customer experience on the EG website.
	Asset Management Financial Plan	Develop a funding strategy for the lifecycle management of the Town's existing assets, per Provincial legislation.
Responsible Growth	Development Charge Background Study and By-law	Prepare an update of the Development Charge background study and by-laws, in consultation with key stakeholders.
	Capital Program Funding Strategy	Conduct a review and update funding strategies for the Town's capital program.
Build Complete Communities	Update Multi-year Funding Strategy for the Health and Active Living Plaza	Complete the Health and Active Living Plaza financial plan including analysis of operating and capital costs/revenues.
Culture of Municipal Excellence	2025 Budget	Facilitate the 2025 budget development process, including coordinating, analyzing and summarizing department submissions and reporting to Council, to align with Council priorities and initiatives.
	2023 Annual Financial Report	Prepare the 2023 Annual Financial Report to provide information on the Town's financial position in a transparent, resident-friendly manner.
	Financial system enhancement roadmap	Initiate identified enhancements to the current financial system and prepare for financial system replacement RFP issuance.
	Update to the Town’s Procurement By-law	Review and update Procurement by-law as required.

** All 2023 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

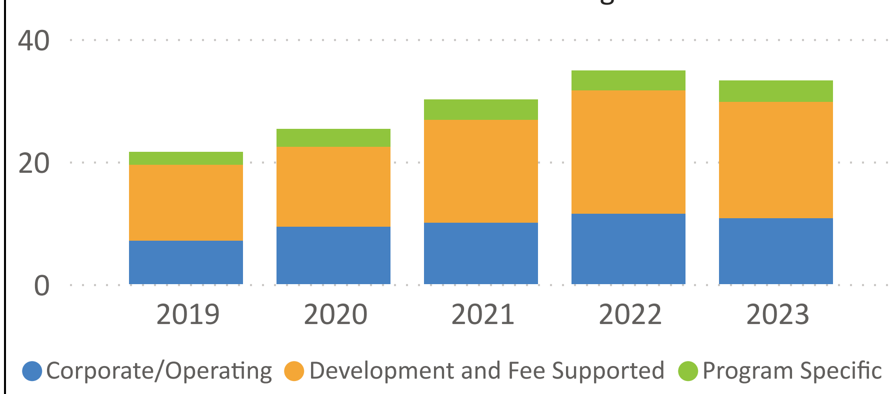


Asset Replacement Reserves

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

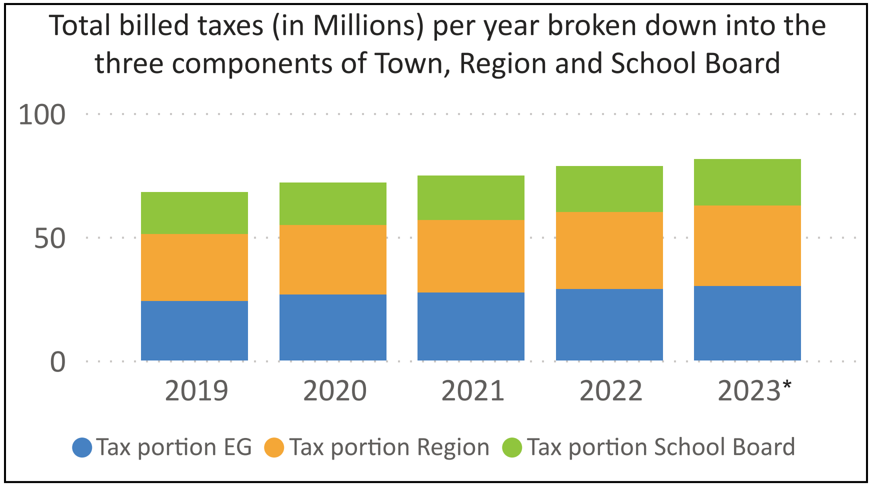
Operating Reserves

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



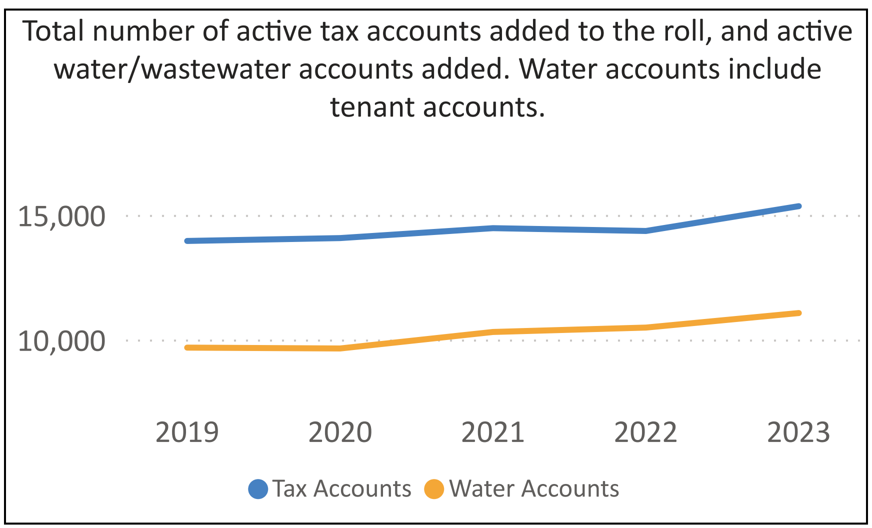
** All 2023 numbers have been estimated to year end for comparison purposes*

Breakdown of Annual Taxes Collected

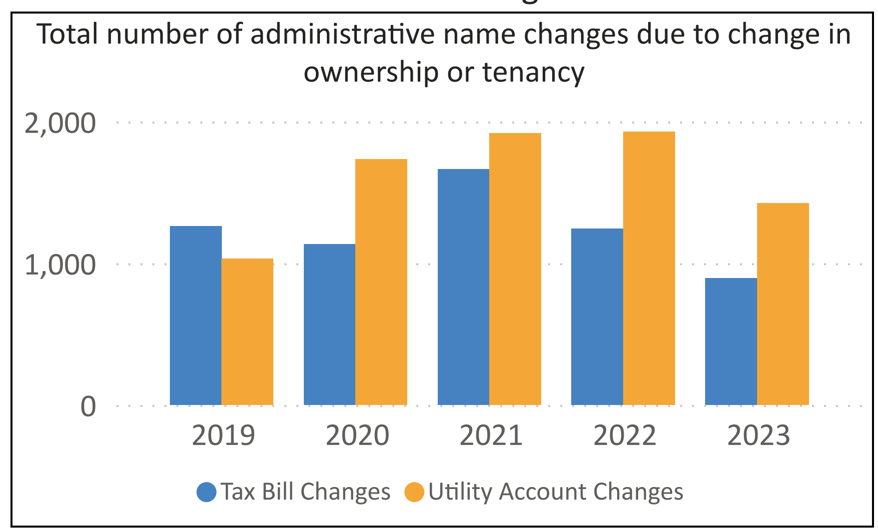


*2023 includes estimated amount of supplemental taxes billed

Total Number of Tax and Water Accounts



Account Changes



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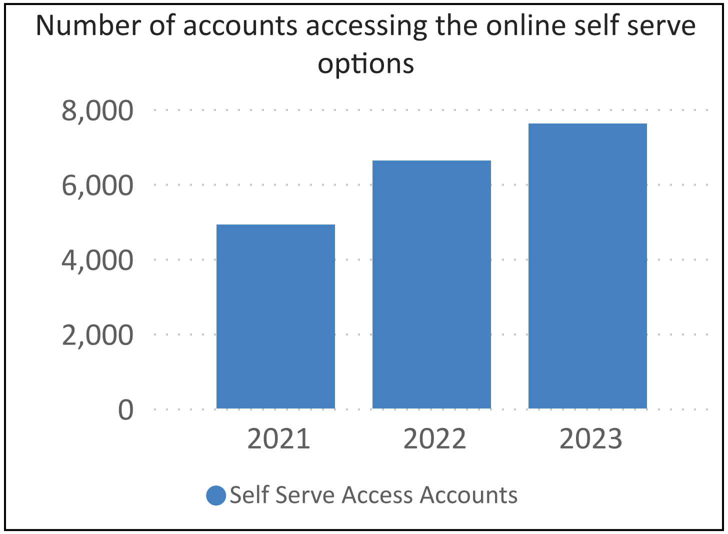
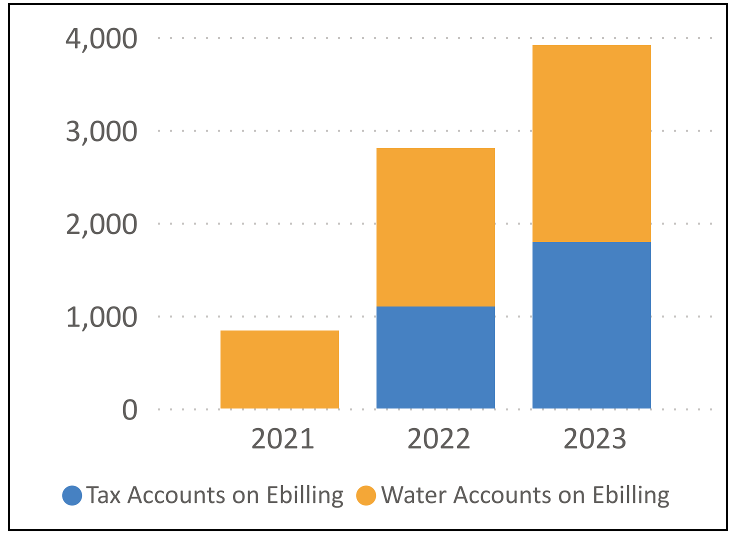
Online Services - Resident Self Serve



Accounts on E-Billing



% on E-Billing

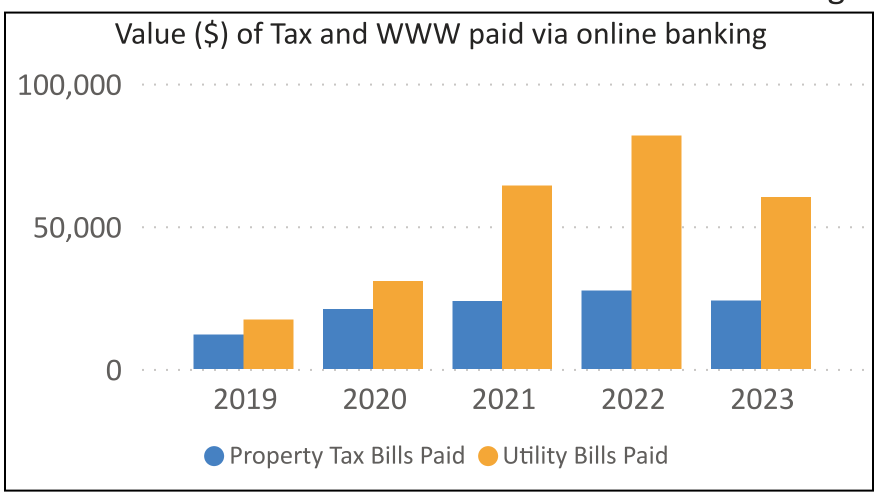
Water Accounts

20%

Tax Accounts

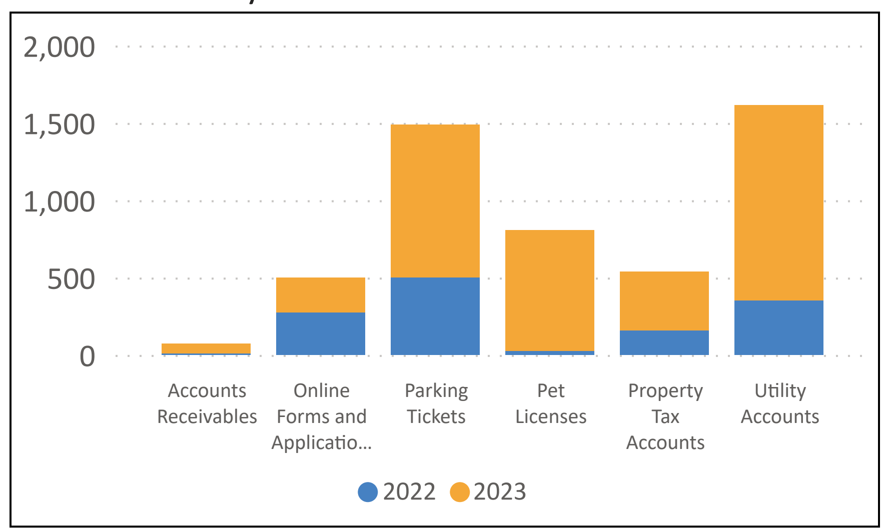
12%

Number of Tax and WWW Bills Paid via Online Banking



*Finance assumed responsibility of processing of payments in 2019

Payments Made via EG Website



Budget Summary

The Finance department 2024 operating budget includes expenditures of approximately $2.4 million or 7% of the Town's total operating expenditures.

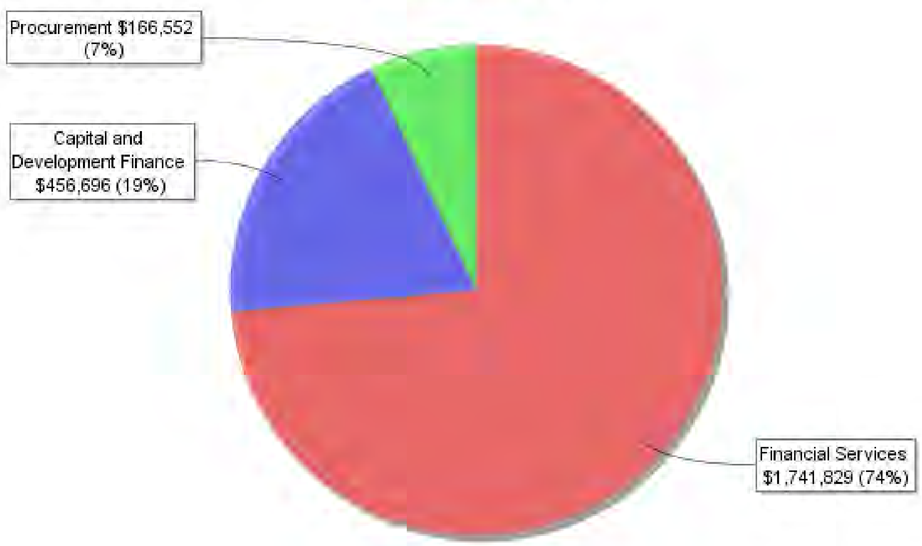
Salaries and benefits budget have increased by approximately $164,000 due to the addition of a new financial analyst position, with costs partially offset by $70,000 from funds set aside for the Health and Active Living Plaza. The increase also includes cost of living adjustments, merit increases and benefit cost adjustments.

The bank fees, payroll and other fees budget has increased by approximately $15,000 due to increased transaction volume and payroll processing costs. The audit services budget has increased by $7,200 as a result of the new financial audit provider contract.

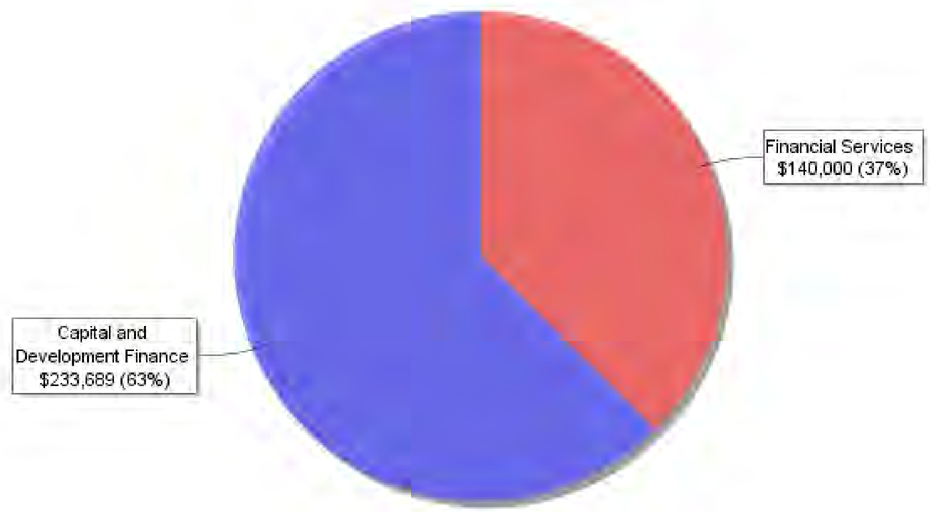
The net budget for this department is increasing by approximately $119,000 or 7%.

Finance Department 2024 Tax Supported Budget	Financial Services	Capital and Development Finance	Procurement	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures							
Salaries and Benefits	1,501,619	433,996	163,652	2,099,267	1,935,329	163,938	8%
Audit Services	52,200			52,200	45,000	7,200	16%
Bank Fees, Payroll and Other Charges	114,760			114,760	100,000	14,760	15%
Communications	2,000	1,000	1,000	4,000	4,000		
Consultants	7,500	2,000		9,500	9,500		
Courier and Mail Processing	35,000			35,000	35,000		
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	20,700	18,500	800	40,000	37,500	2,500	7%
Total Expenditures	**1,741,829**	**456,696**	**166,552**	**2,365,077**	**2,176,679**	**188,398**	**9%**
Revenues							
Development Charges		(233,689)		(233,689)	(233,689)		
Sales	(30,000)			(30,000)	(30,000)		
User Fees	(110,000)			(110,000)	(110,000)		
Total Revenues	**(140,000)**	**(233,689)**		**(373,689)**	**(373,689)**		
Transfers							
Draw from Reserves		(95,778)		(95,778)	(25,965)	(69,813)	269%
Total Transfers		**(95,778)**		**(95,778)**	**(25,965)**	**(69,813)**	**269%**
NET BUDGET	**1,601,829**	**127,229**	**166,552**	**1,895,610**	**1,777,025**	**118,585**	**7%**

Expenditures by Branch



Revenues by Branch



Development Services

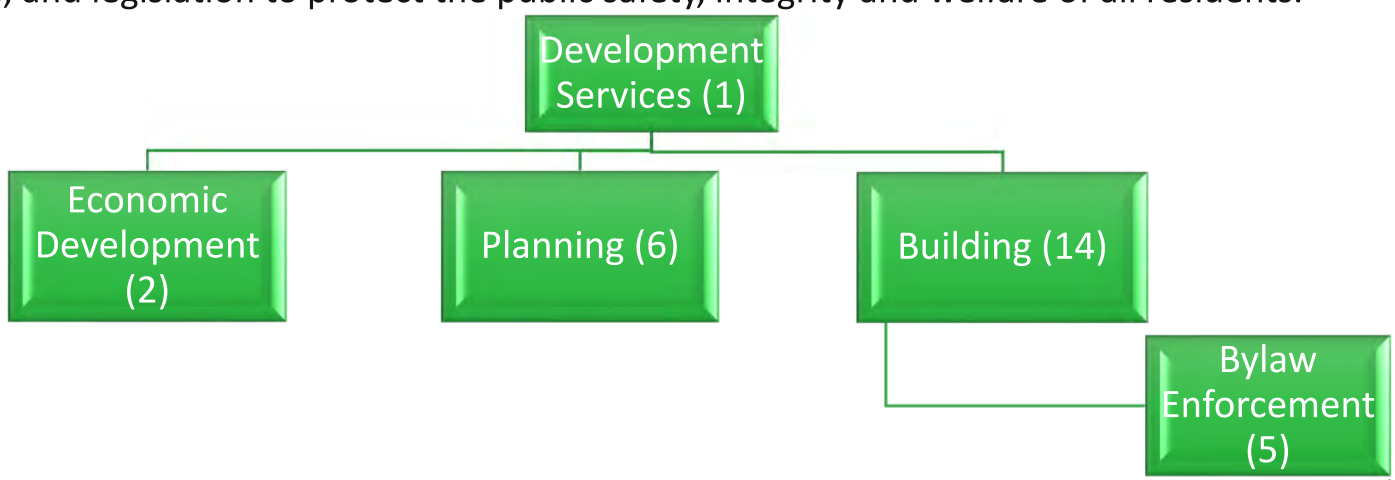
The Development Services department is supported by 28 full-time positions. The majority of the department is funded through development fees (Tab 2) with a small component funded through property taxes. The department provides strategic land use planning advice concerning the long term growth related vision for the Town.

Economic Development has recently been integrated into the Development Services department. The Economic Development branch supports sustainable economic growth through business development support, strategic investment attraction, and assistance to industrial and commercial projects throughout the development process.

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.

The Bylaw 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.



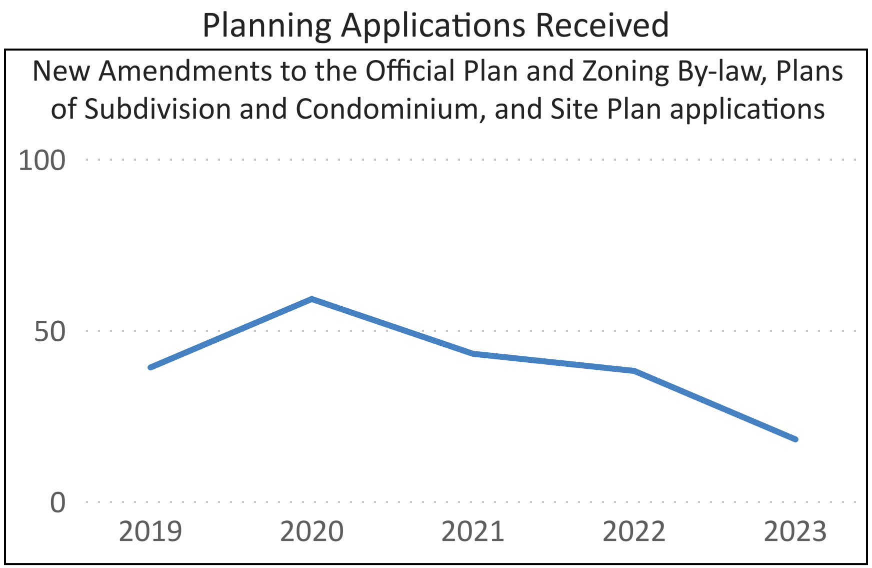
Development Services

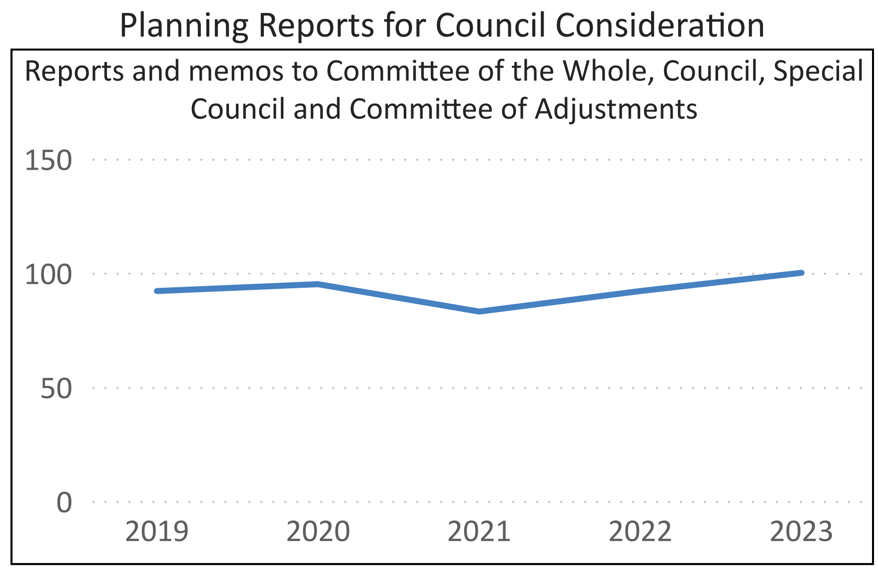
Strategic Priority	Name of Priority/Objective	Description
Quality Programs and Services	Development Application Process Review	Conduct a review and update of the Town's Development Application process to ensure conformity with emerging legislation, clarity, and AODA compliance.
	Expand online access to development-related services	Expand available online services with digital forms and payment options for requests and services related to Development Services.
Responsible Growth	Zoning Bylaw Update	Review and update of the Zoning Bylaw to ensure conformity with the updated Official Plan, new and emerging legislation, and Council strategic priorities.
	Heritage Conservation District Plan	Upon completion of the Heritage Conservation District Study, develop and implement a plan based on the recommendations of the study.
	Heritage Strategy	Develop a comprehensive Heritage Strategy including comprehensive success measures to support reporting on the progress and impact of any Heritage Preservation efforts.
	YSpace Entrepreneurship Hub	Develop and deliver programming designed to meet the specific needs of EG entrepreneurs to encourage their success, growth, and job creation.
	Business Retention and Expansion	Develop and implement a comprehensive business triage and visitation program that supports the ability of local employers to thrive and expand and celebrate business openings and successes.
	Investment Readiness	Develop an investment readiness package, and marketing to support key economic development initiatives and better articulate AdvantageEG's specific value proposition.
	Complete Communities Secondary Plan	Complete Secondary Plans for new community areas.
	Updated Official Plan Conformity	Update the Town's Official Plan to conform with York Region's Official Plan and Provincial Policy.
	Updated Allocation Policy	Finalize updated allocation policy to support distribution of municipal reserve.

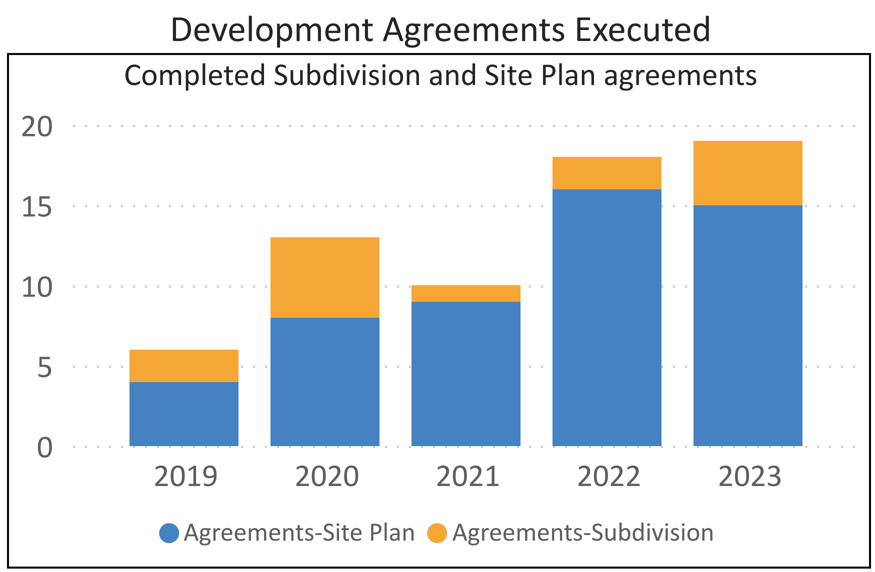
Development Services

Strategic Priority	Name of Priority/Objective	Description
Build Complete Communities	Broadband Expansion	Work with internet service providers to facilitate expansion, continue to partner with YorkNet on their regional expansion and work to enhance services to Industrial, Commercial and Institutional (ICI).
	Policy Conformity for Legacy Applications	Conduct analysis of applications with legacy draft approvals to ensure conformity with current policy and strategic objectives.
Culture of Municipal Excellence	Administrative Penalty System (APS)	Implement an Administrative Penalty System (APS) which allows the Town to enforce its by-laws more effectively and efficiency while still respecting the requirements of justice and due process.

** All 2023 numbers have been estimated to year end for comparison purposes*







** All 2023 numbers have been estimated to year end for comparison purposes*

Planning Inquiries

Total number of general Planning inquiries received via email, phone and counter.

3,530

Active Planning Applications

Applications that are being actively managed by Planning staff to advance their progress through the development process (including site plan, plan of subdivision, condominium, zoning bylaw amendment, official plan amendment, part lot control and Committee of Adjustment applications).

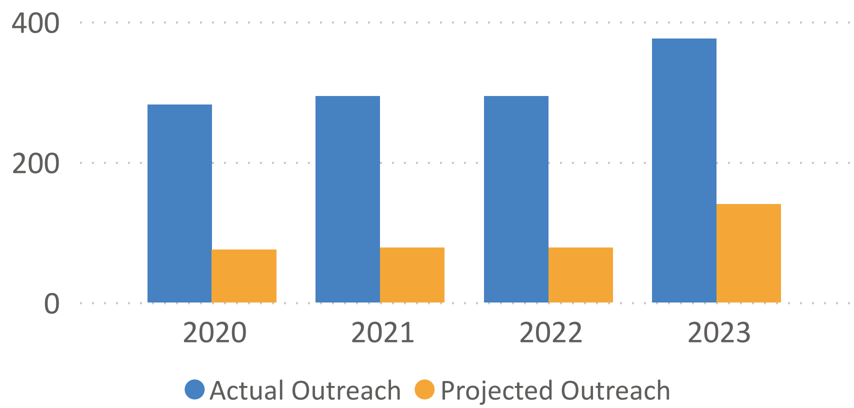
48

Economic Development

** All 2023 numbers have been estimated to year end for comparison purposes*

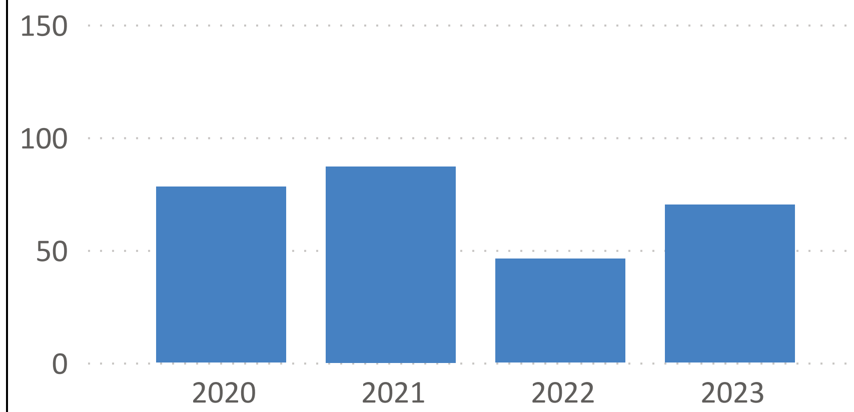
Business Outreach and Visitation

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

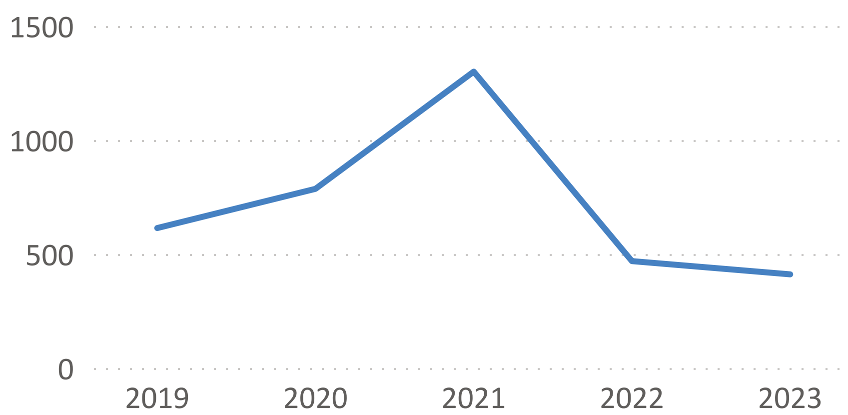


Woodbine One / Loblaws

** All 2023 numbers have been estimated to year end for comparison purposes*

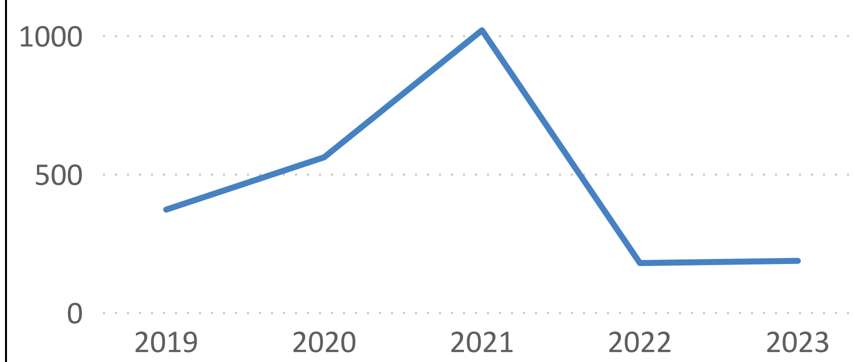
Total Applications Received

Total building permit applications (new res, non res, and other combined)



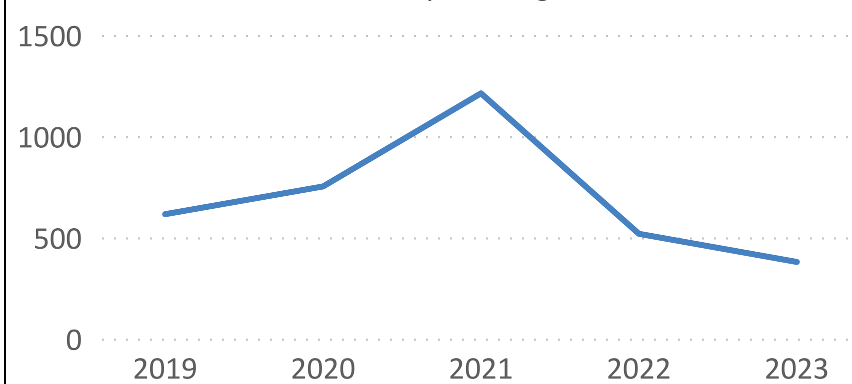
New Home Permit Applications

New Building Permit applications received to build new homes in EG



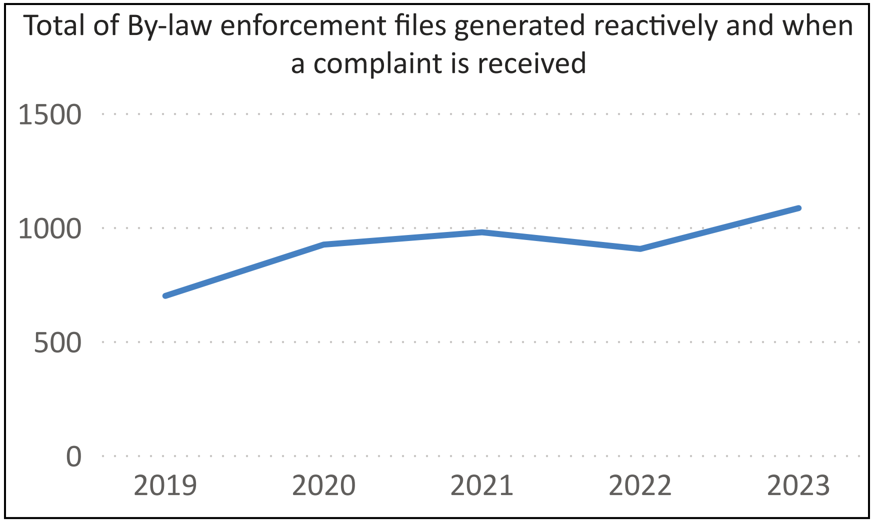
Total Permits Issued

All Building Permits issued, including new homes, commercial/industrial, and also smaller projects such as decks or accessory buildings

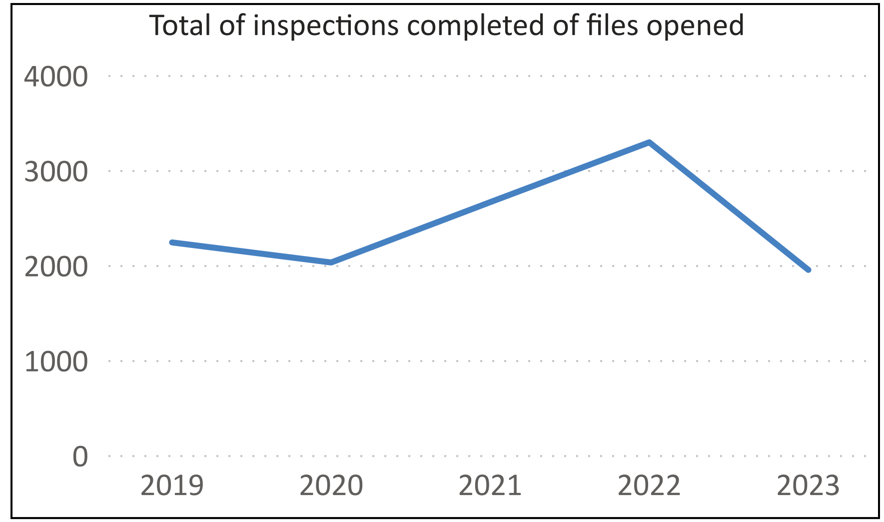


** All 2023 numbers have been estimated to year end for comparison purposes*

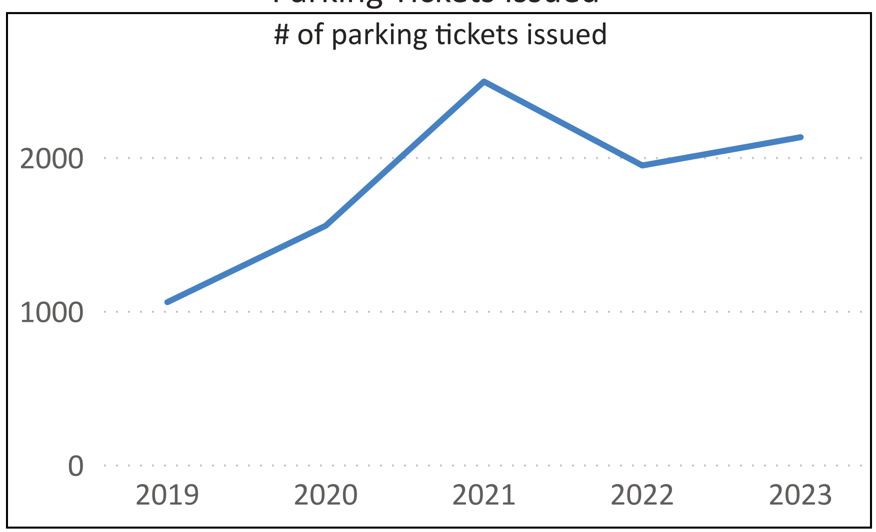
Complaints Received



Inspections Completed



Parking Tickets Issued



Budget Summary

The Development Services 2024 operating budget includes expenditures of approximately $1.7 million or 5% of the Town's total operating expenditures.

The salaries and benefits budget has increased by approximately $108,000 and includes a new Bylaw and Licensing Administrator position as well as cost of living and merit increases. The increase in contracted services of approximately $20,000 is related to increasing costs for animal control and wildlife management contracts. Advertising costs have increased by $4,500, however the increase has been offset by cost reductions in other agencies/municipalities and materials and supplies.

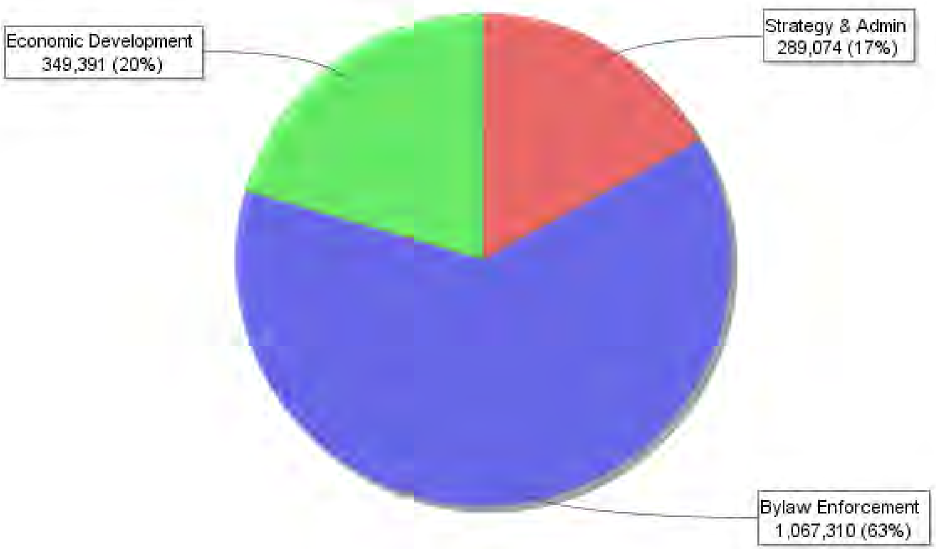
Revenues from development charges have been reduced by approximately $73,000 due to the More Homes Built Faster Act, which no longer allows the use of development charge funding for this program. User fees have increased by approximately $13,000 with the expected increase in enforcement from adding to the staff complement.

The net budget has increased by approximately $189,000, or 15%.

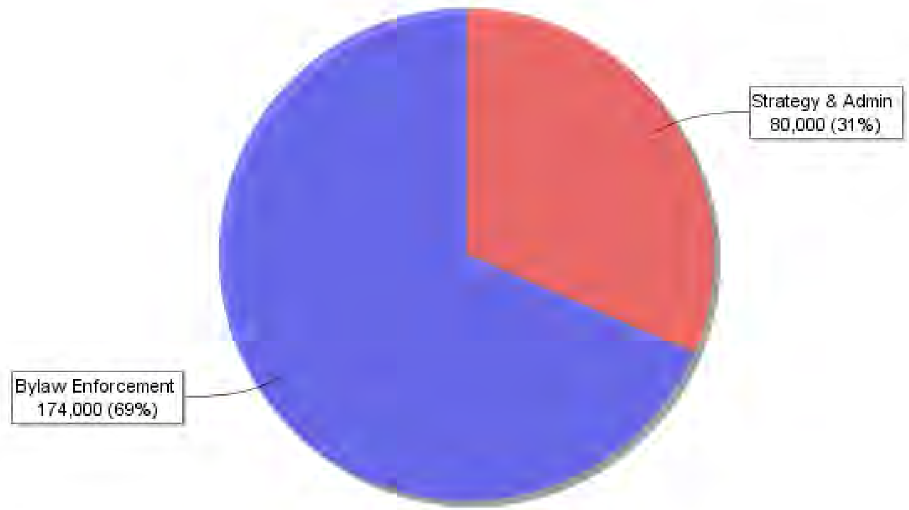
The Development Services department also includes Planning and Building. The budget tables in this section exclude the budget for these branches as they are not tax supported and are included separately in this report. (see Tab 2)

Development Services 2024 Tax Supported Budget	Strategy & Admin	Bylaw Enforcement	Economic Development	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures							
Salaries and Benefits	262,106	640,992	296,991	1,200,089	1,092,186	107,903	10%
Advertising			20,500	20,500	16,000	4,500	28%
Communications	1,300	3,255	1,600	6,155	6,155		
Consultants	5,580			5,580	5,580		
Contracted Services		388,473		388,473	368,932	19,541	5%
Courier and Mail Processing					200	(200)	(100%)
Equipment and Vehicle	2,500	1,500		4,000	6,500	(2,500)	(38%)
Legal Services					1,000	(1,000)	(100%)
Materials and Supplies	3,900	13,020	7,800	24,720	28,720	(4,000)	(14%)
Mileage	7,700	1,500	3,000	12,200	9,500	2,700	28%
Other Agencies/Municipalities			9,000	9,000	11,000	(2,000)	(18%)
Software Licences and Maintenance		8,000	4,000	12,000	12,000		
Training, Professional Development and Memberships	5,988	7,000	6,500	19,488	17,988	1,500	8%
Uniforms, Corporate Attire and Safety Clothing		3,570		3,570	3,570		
Total Expenditures	**289,074**	**1,067,310**	**349,391**	**1,705,775**	**1,579,331**	**126,444**	**8%**
Revenues							
Development Charges					(73,127)	73,127	(100%)
Development Revenue	(80,000)			(80,000)	(35,000)	(45,000)	129%
Fines and Penalties		(82,500)		(82,500)	(80,500)	(2,000)	2%
Licenses		(61,000)		(61,000)	(61,000)		
Miscellaneous		(1,500)		(1,500)	(1,500)		
Recoveries and Contributions from Developers					(50,000)	50,000	(100%)
User Fees		(29,000)		(29,000)	(15,500)	(13,500)	87%
Total Revenues	**(80,000)**	**(174,000)**		**(254,000)**	**(316,627)**	**62,627**	**(20%)**
Total Transfers							
NET BUDGET	**209,074**	**893,310**	**349,391**	**1,451,775**	**1,262,704**	**189,071**	**15%**

Expenditures by Branch



Revenues by Branch

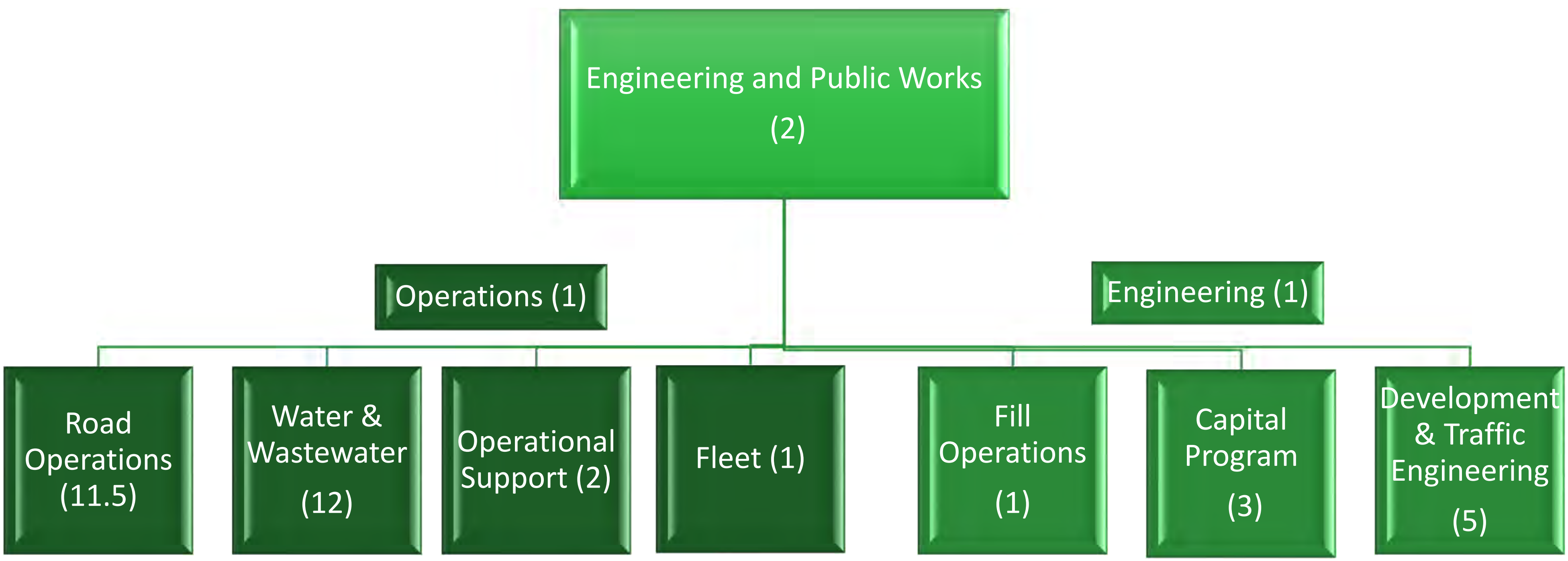


Engineering & Public Works

The Engineering & Public Works 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 39.5 full time positions, 10 crossing guards and approximately 10 part-time / seasonal positions.



Engineering and Public Works

Strategic Priority	Name of Priority/Objective	Description
Quality Programs and Services	Water Quality Improvements Study	Complete a Water Quality Improvement Study in Queensville, Sharon and Bales Drive Industrial Area in partnership with York Region to identify improvement opportunities for water treatment, operations and to minimize flushing.
	Automated Water Meter Reading - Data Logger Installation	Leverage the completed Automated Water Meter Reading Study and installation of a pilot data logger in Mount Albert. This project will be expanded to implement the data logging equipment Town-wide to remotely collect water meter readings on demand.
	Winter Maintenance Dashboard	Enhance internal automated winter maintenance vehicle tracking for better management and oversight of operations.
	Annual Infrastructure Maintenance and Capital Projects	Annual maintenance program for approximately 600 lane kms of roads and sidewalks, 3,000 road signs and 150 kms of line painting to ensure safe vehicle and pedestrian use. Capital projects include Highway 48 sidewalk, annual road resurfacing program, and bridge rehabilitations and replacements.
	Modernization of Sanitary Pumping Stations	Implementation of automated data collection system to remotely monitor all town sanitary pumping stations.
	Safer Streets Initiative	As part of the Safer Streets Program, implement traffic safety initiatives throughout the community including the camera radar board pilot program in partnership with YRP.
Responsible Growth	Stormwater Management Master Plan Update	Update the Town's Stormwater Management Master Plan to mitigate the impact of larger and more frequent storm events, climate change, and to provide sustainable funding options for consideration.
	York Region Sewage Works Project	Support the continued development of the York Region Sewage Works project and provide additional incremental allocation to support development over the next few years.

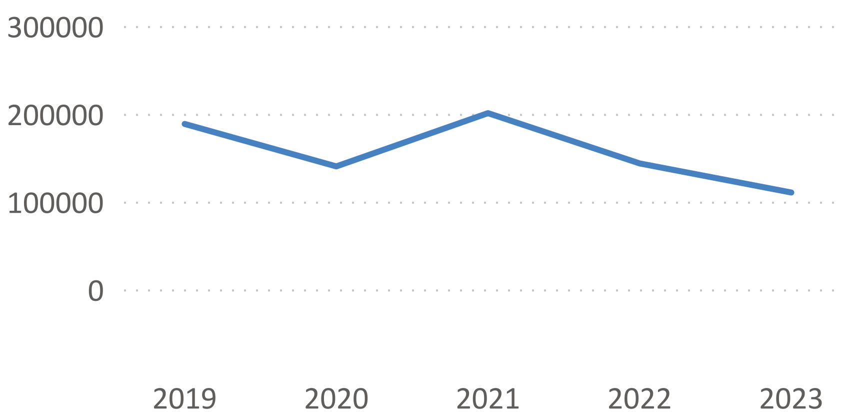
Engineering and Public Works

Strategic Priority	Name of Priority/Objective	Description
Environmental Stewardship	Regulatory Environmental Compliance Approval (ECA) Requirements	Establish a review process for wastewater and stormwater system applications and ongoing infrastructure maintenance/inspections to meet the new ECA regulatory requirements as established by Ministry of the Environment, Conservation and Parks.
	Green Fleet Strategy	Develop and implement a Corporate Green Fleet Strategy including electric fleet vehicles and fast charging stations.
	Blue Box Transition /N6 Cooperative Collection Contract	Work with N6 partners to develop level of service conditions and to issue a new long term cooperative waste collection contract.
	LED Streetlight Conversion Strategy	Initiate remediation of Town steel streetlight poles where required and commence the multi-year LED streetlight conversion program.
	Fill By-law and Accompanying Guideline Update	Update the Town's current Fill by-law and accompanying guidelines to meet or exceed industry standards. The fill bylaw will contain the essential mandatory conditions and the guidelines will provide industry best practices on how to implement a fill project.
Build Complete Communities	Downtown Mount Albert Revitalization	Commence utility relocations, complete tender process and begin construction of infrastructure improvements.
	Holland Landing Yonge Street Revitalization	Award multi-year construction tender to proceed with watermain replacement, utility relocates, curb and sidewalk removal and replacement, boulevard grading and initial streetscaping.

** All 2023 numbers have been estimated to year end for comparison purposes*

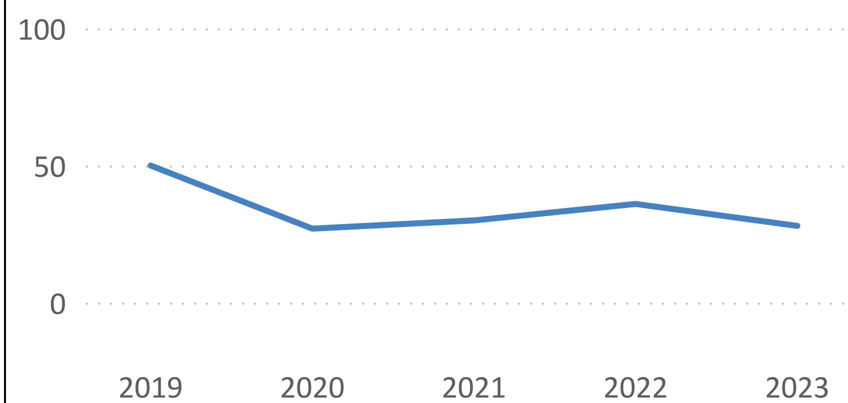
Commercial Fill Volume Placed (m3)

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



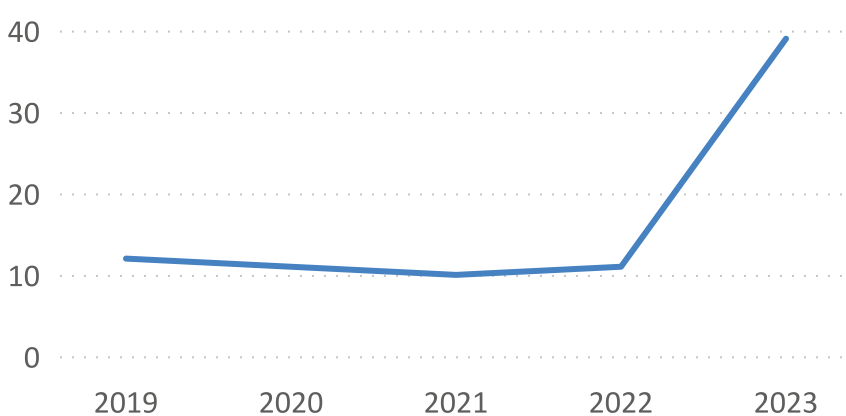
Fill Sites Investigated

Includes site investigations for by-law compliance



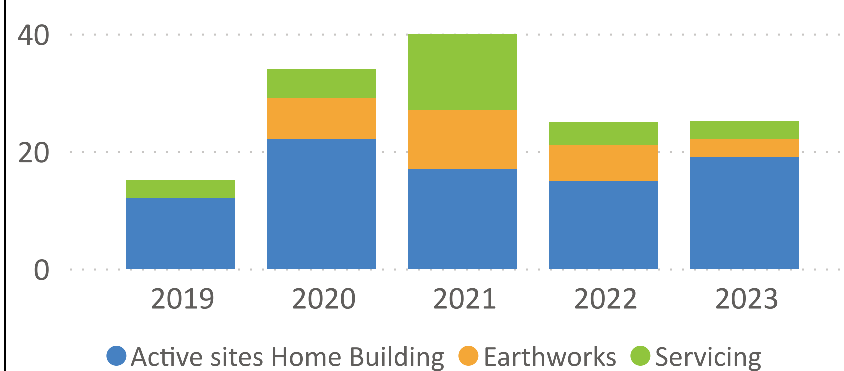
Engineering Submissions

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



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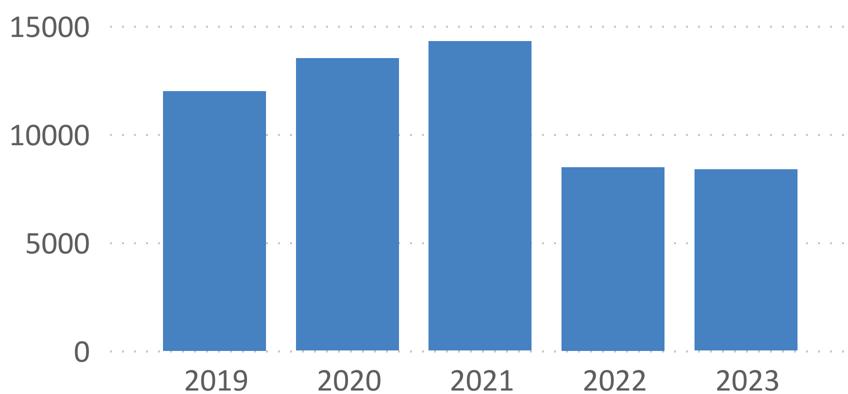
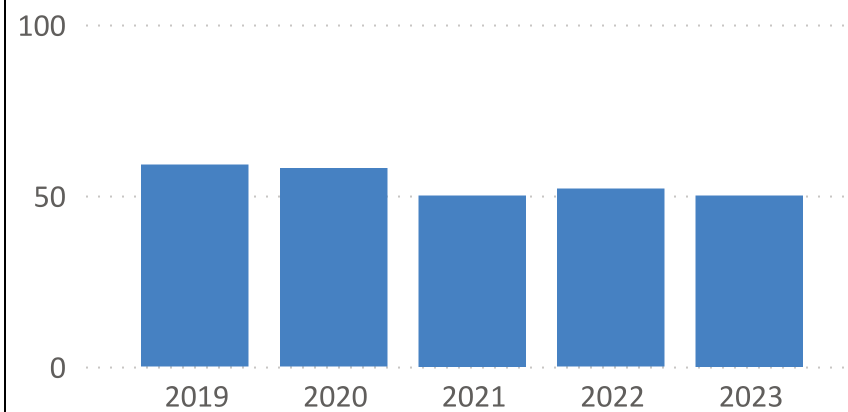
Total Work Orders Tracked

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



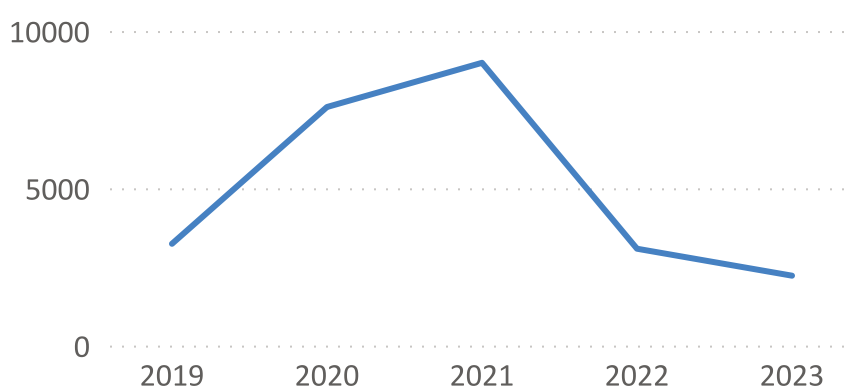
Winter Operations Events

Any ice/snow weather related event requiring deployment of services



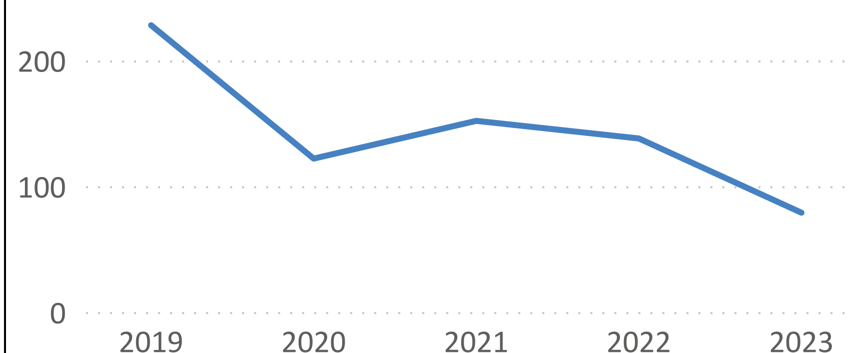
Total Locate Requests

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



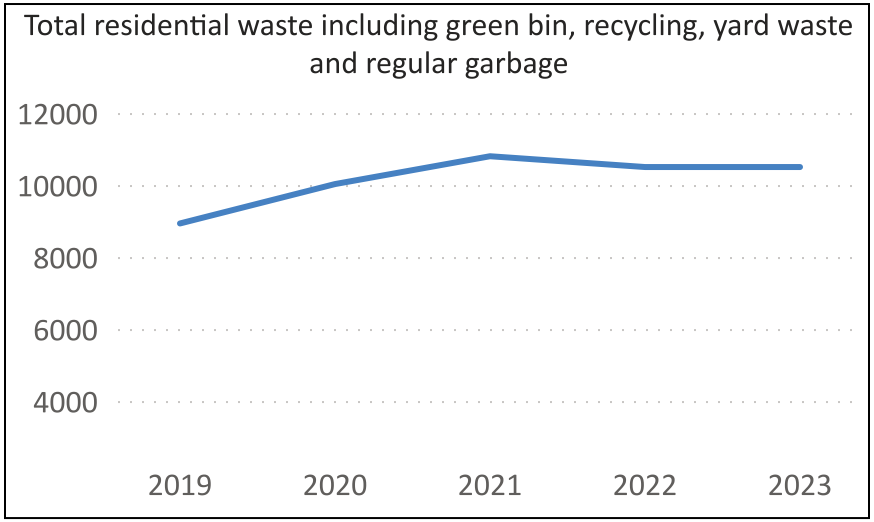
Road Occupancy Permits Issued

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

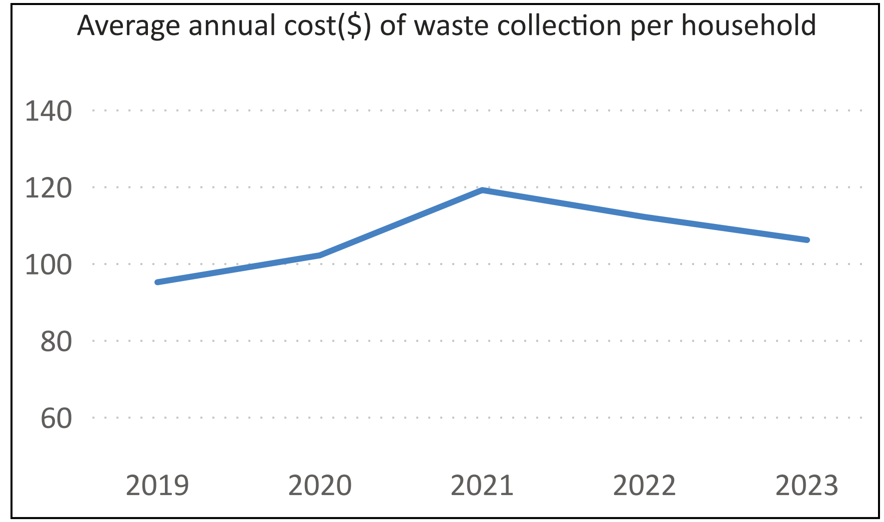


** All 2023 numbers have been estimated to year end for comparison purposes*

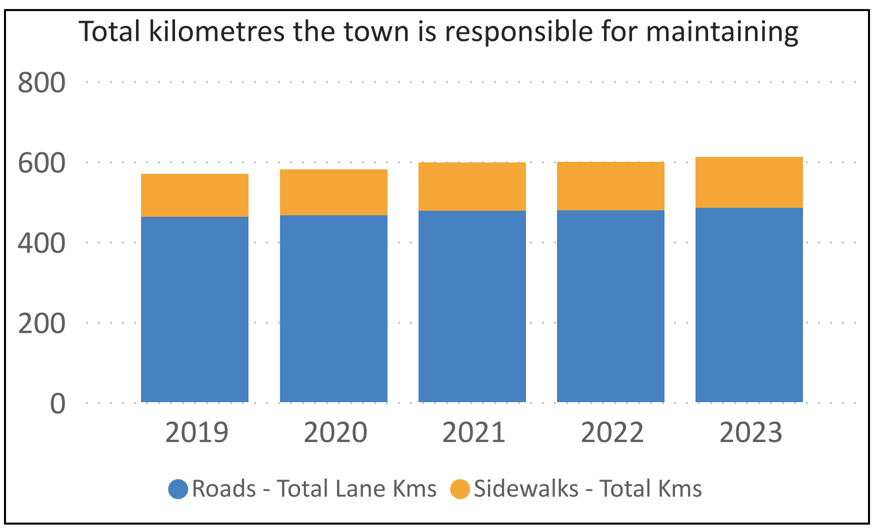
Waste Management - Residential (Tonnes)



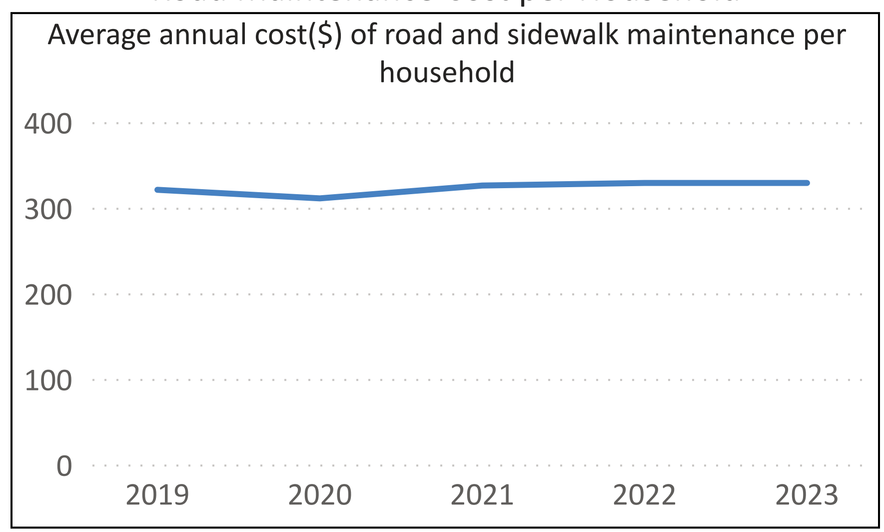
Waste Collection Cost per Household



Total Roads and Sidewalk KMs

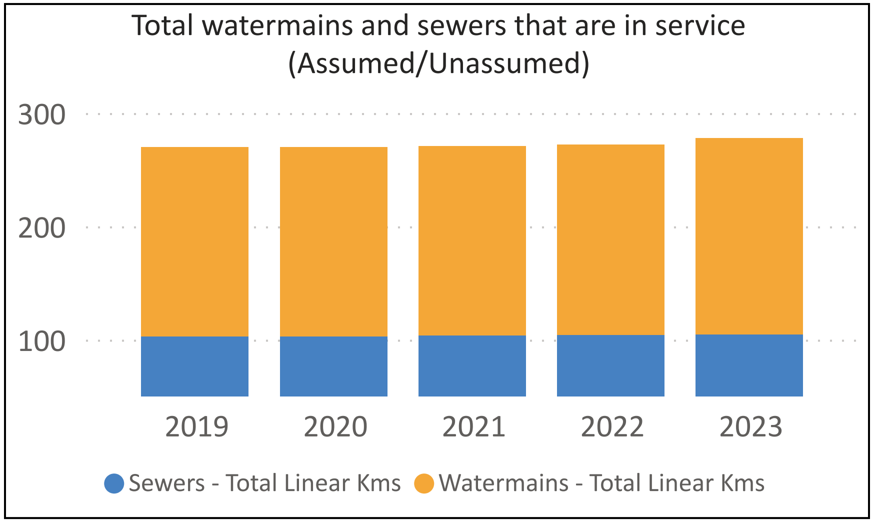


Road Maintenance Cost per Household

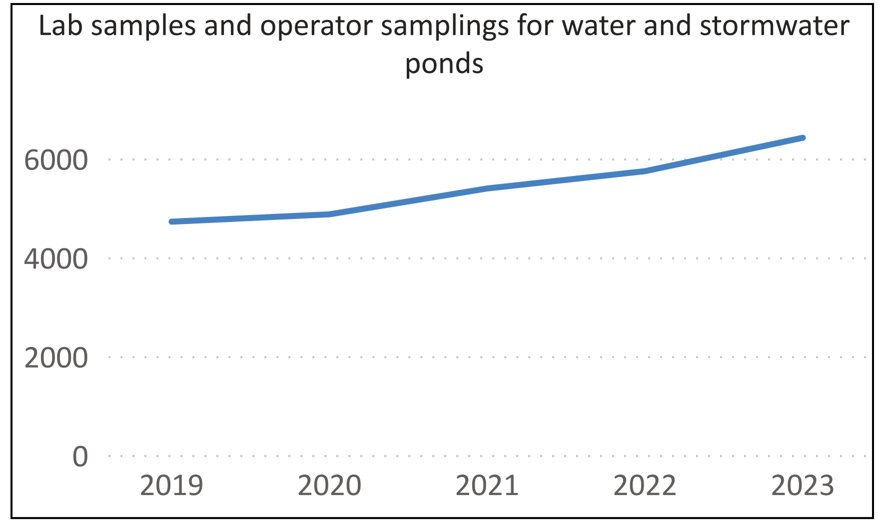


** All 2023 numbers have been estimated to year end for comparison purposes*

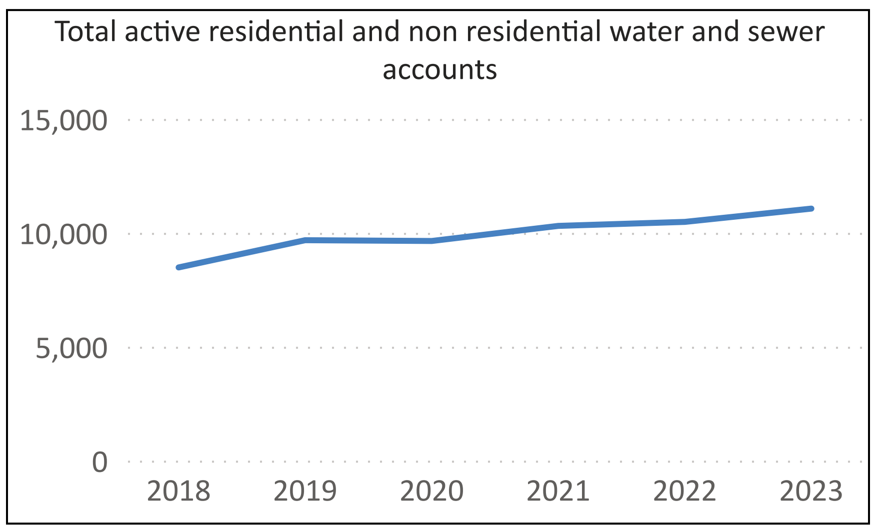
Total KM's of Infrastructure



Annual Water Regulatory Samples



Total Number of Active Accounts



Budget Summary

The Engineering and Public Works 2024 operating budget includes expenditures of approximately $7.2 million or 22% of the Town's total operating expenditures.

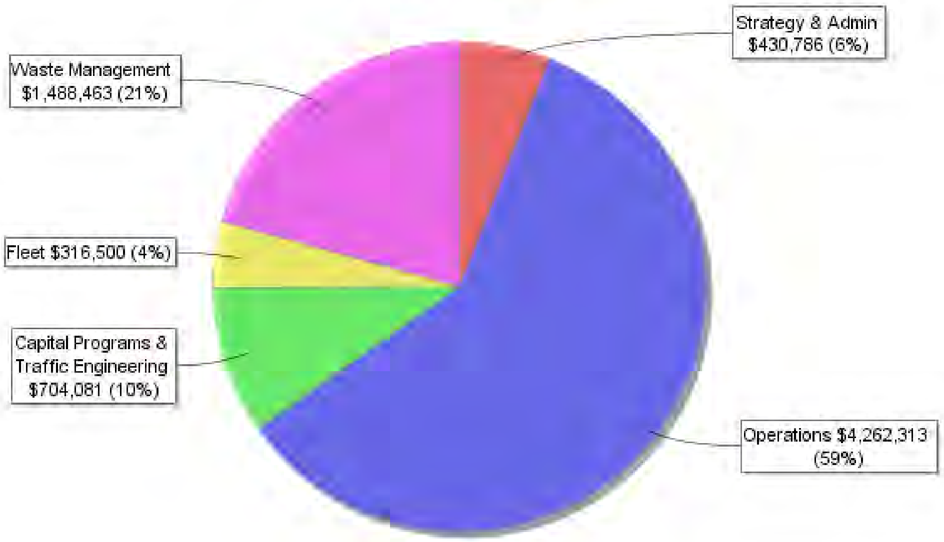
The salary and benefit budget has increased by approximately $366,000. This includes two new roads operators, as well as cost of living increases, merit increases and benefit cost adjustments. As well, approximately $16,000 of this amount is related to additional crossing guards. The increase is offset by a reduction of approximately $31,000 in roads operations where resurfacing and paving budgeted in operations have been performed through the capital program. A decrease in public works of $82,000 is due in recognition of favourable contracts and aligning with historical actual spend. A further decrease of approximately $5,000 in the indirect corporate costs is related to an adjustment of salaries charged to capital programs from operations programs.

Overall, the net budget is increasing by approximately $251,000 or 3%.

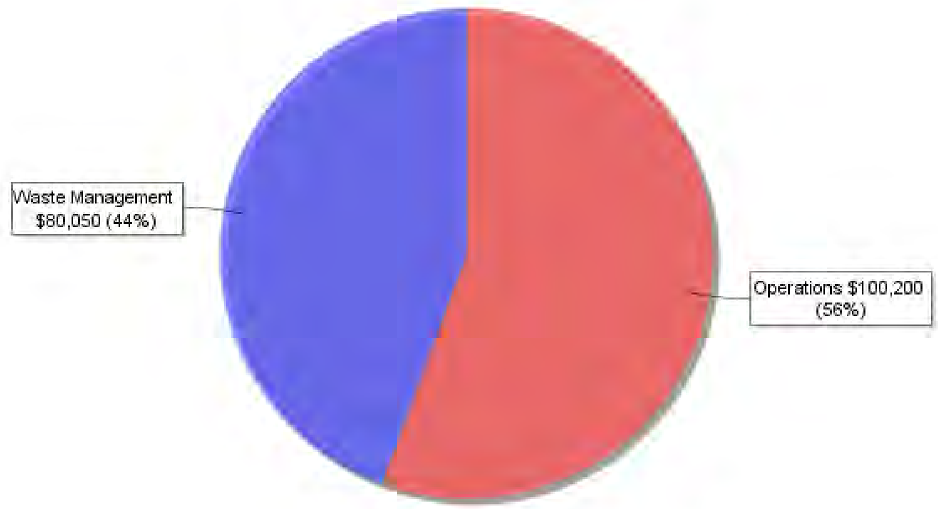
The Engineering and Public Works department also includes the Development Engineering branch, Fill Operations branch and the Water and Wastewater branch. The budget tables in this section exclude the budget for these branches as they are not tax supported and are included separately in this report. (see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

Engineering and Public Works 2024 Tax Supported Budget	Strategy & Admin	Operations	Capital Programs & Traffic Engineering	Fleet	Waste Management	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures									
Salaries and Benefits	384,957	2,148,565	884,132			3,417,654	3,051,539	366,115	12%
Communications	2,500	8,640	1,500			12,640	12,640		
Consultants		16,500				16,500	16,500		
Contracted Services		212,880			17,765	230,645	230,645		
Courier and Mail Processing	800				1,320	2,120	2,120		
Equipment and Vehicle	4,000	20,350				24,350	24,350		
Equipment Repair				76,000		76,000	76,000		
Materials and Supplies	19,750	152,560	250	240,500	67,820	480,880	512,180	(31,300)	(6%)
Mileage	800	4,560	3,000			8,360	8,360		
Public Works		1,243,500				1,243,500	1,325,390	(81,890)	(6%)
Software Licences and Maintenance	12,700		3,000			15,700	15,700		
Training, Professional Development and Memberships	5,279	11,871	9,616			26,766	26,766		
Uniforms, Corporate Attire and Safety Clothing		12,800	2,000			14,800	12,000	2,800	23%
Utilities		472,760				472,760	472,760		
Waste Collection					1,401,558	1,401,558	1,401,558		
Indirect Corporate Costs		(42,673)	(199,417)			(242,090)	(237,090)	(5,000)	2%
Total Expenditures	**430,786**	**4,262,313**	**704,081**	**316,500**	**1,488,463**	**7,202,143**	**6,951,418**	**250,725**	**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	278,332		731,332	731,332		
Total Transfers			**453,000**	**278,332**		**731,332**	**731,332**		
NET BUDGET	**430,786**	**4,162,113**	**1,157,081**	**594,832**	**1,408,413**	**7,753,225**	**7,502,500**	**250,725**	**3%**

Expenditures by Branch



Revenues by Branch



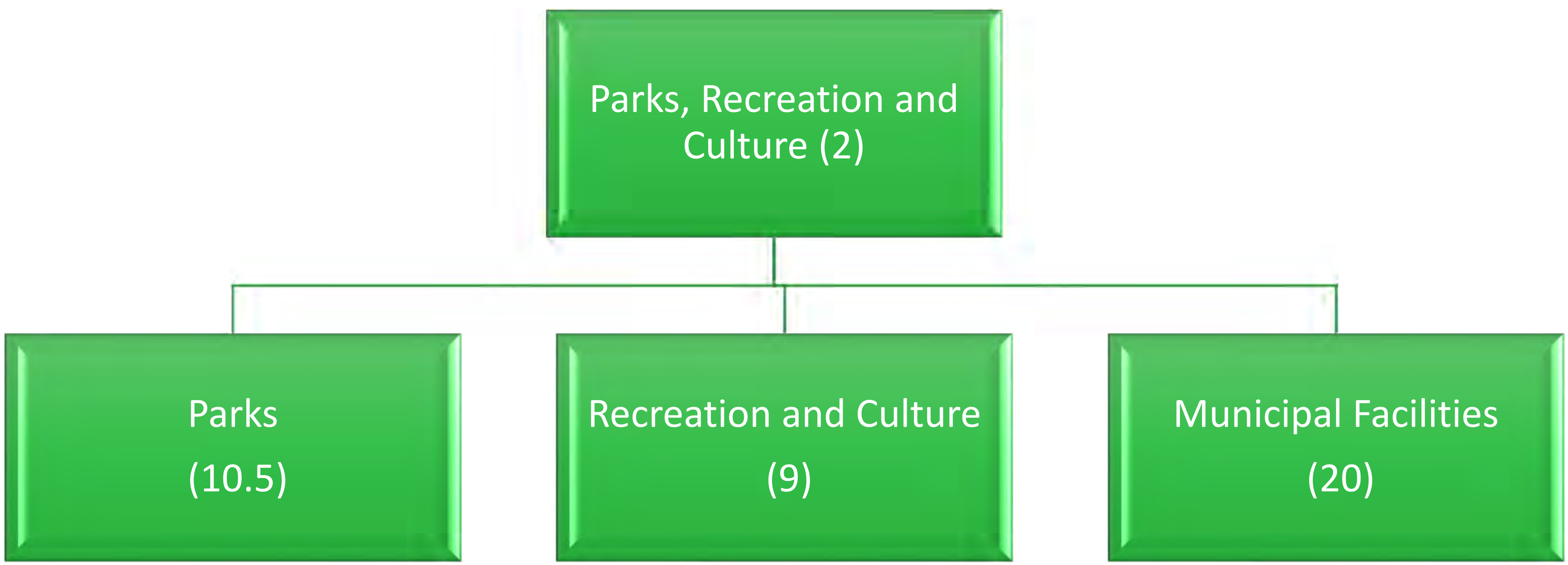
Parks, Recreation and Culture

The 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 41.5 full time positions and approximately 95 part-time, seasonal and student positions.



Parks, Recreation and Culture

Strategic Priority	Name of Priority/Objective	Description
Quality Programs and Services	HALP Resourcing and Operating plans	Complete the development of Health and Active Living Plaza resourcing and operating plans.
	Public art displays	Collaborate with the Arts and Cultural Committee of Council to continue procurement of public art displays within Town.
	Proposed Special Events Strategy	Conduct a review of Town Events and develop a Special Events Strategy to identify community needs and support partnerships with community groups.
	Recreation programs	Expand recreation programs, camps, and drop-in programs with a focus on enhanced cultural and youth programs.
Responsible Growth	Active Transportation and Trails Master Plan Projects	Complete high priority projects listed in the Active Transportation and Trails Master Plan including Simcoe Trail Phase 1, Nokiidaa Trail Extension to Greenlane, New Trail Development in Queensville.
	Parkland Acquisition	Provide options for parkland acquisition to support the future growth of the Town and provide passive and active recreational opportunities.
Environmental Stewardship	Tree Preservation and Protection	Update existing tree compensation standards for new development and draft tree protection by-law.
Culture of Municipal Excellence	Facility Space Needs Plan	Implement the results of the space needs analysis to create efficient work environments to support high-quality service delivery.
	Sponsorship and Donation Policy	Develop a comprehensive sponsorship and donation policy and program to leverage revenue generating opportunities to decrease and off-set operating costs.

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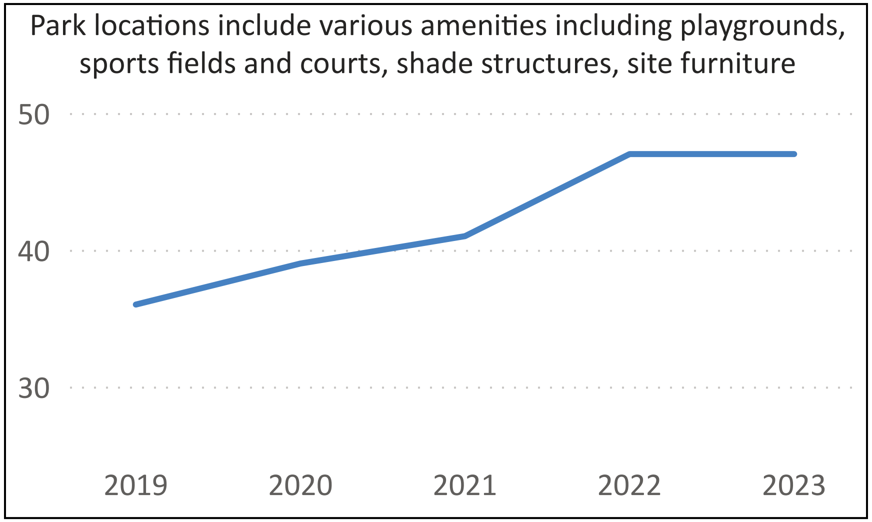
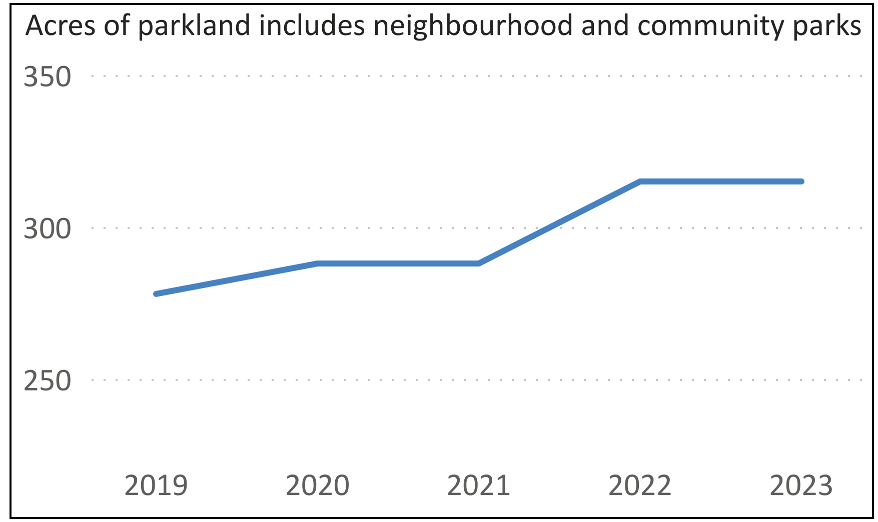
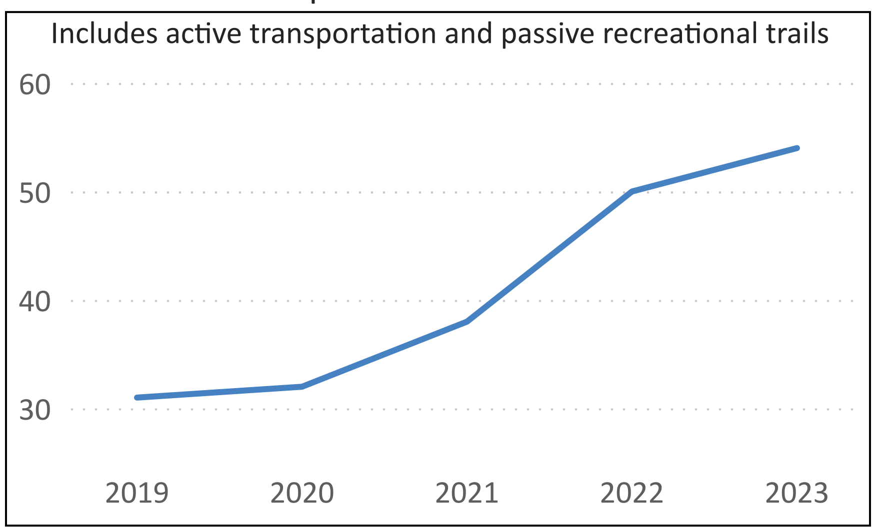
Number of Parks



Parkland Acreage

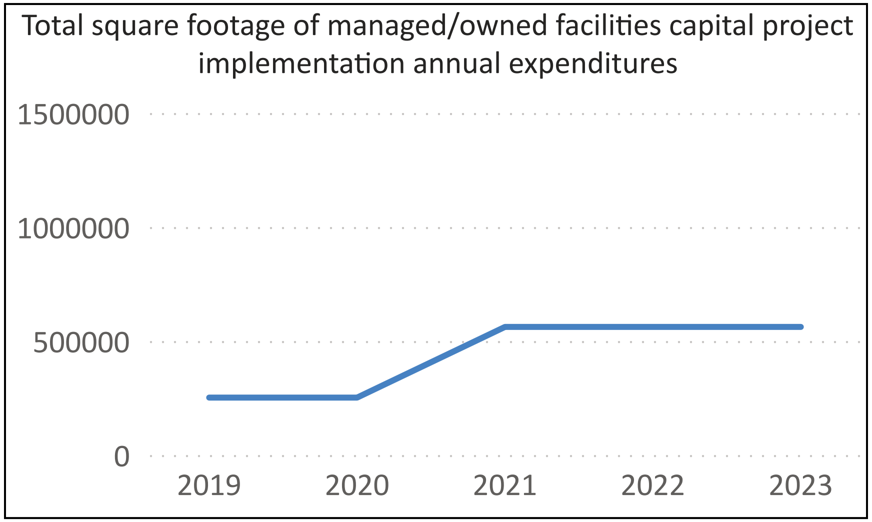


Active Transportation & Trails - Total KMs

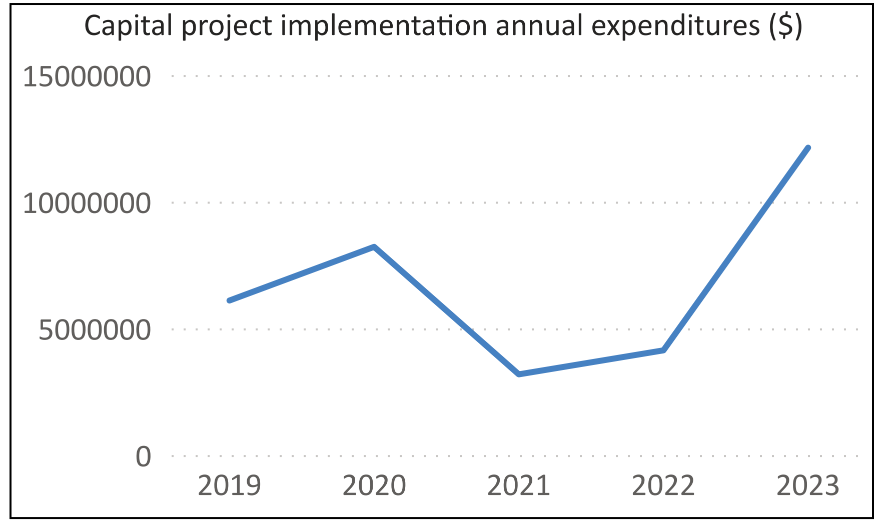


** All 2023 numbers have been estimated to year end for comparison purposes*

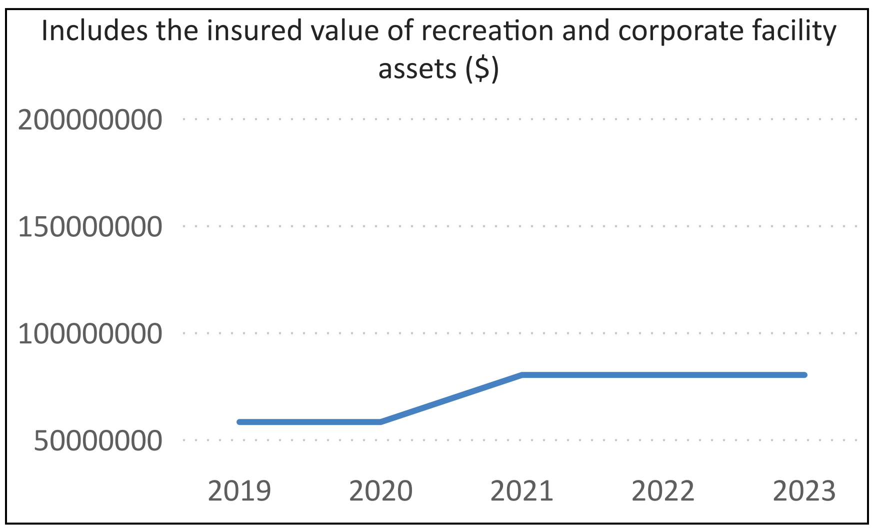
Facilities - Managed/Owned



Capital Projects - Annual Expenditures



Insured Facilities Assets



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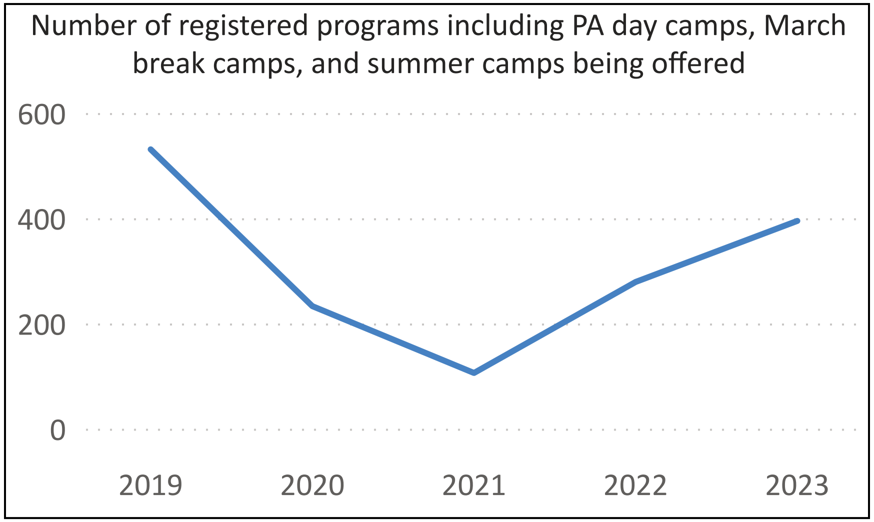
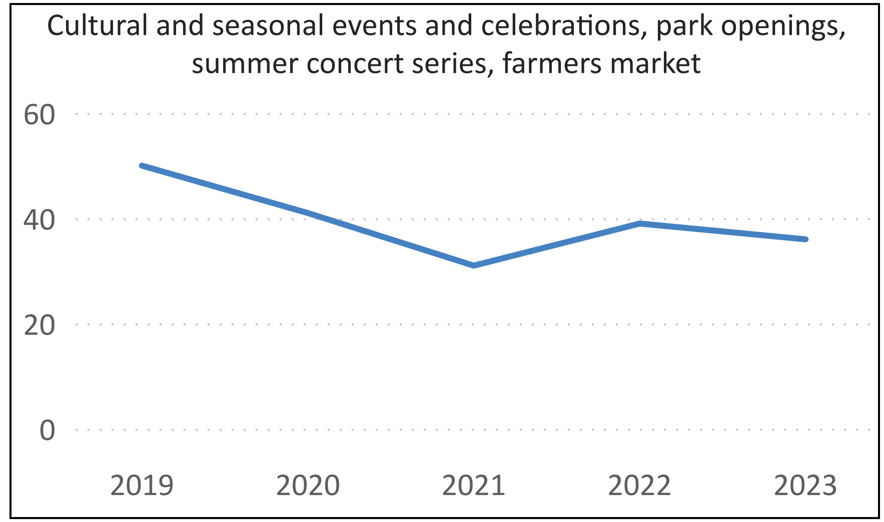
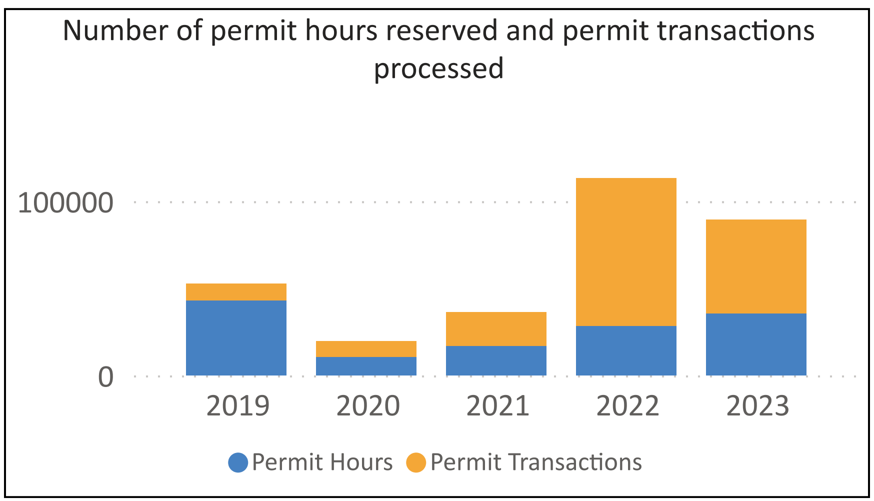
Registered Programs Offered



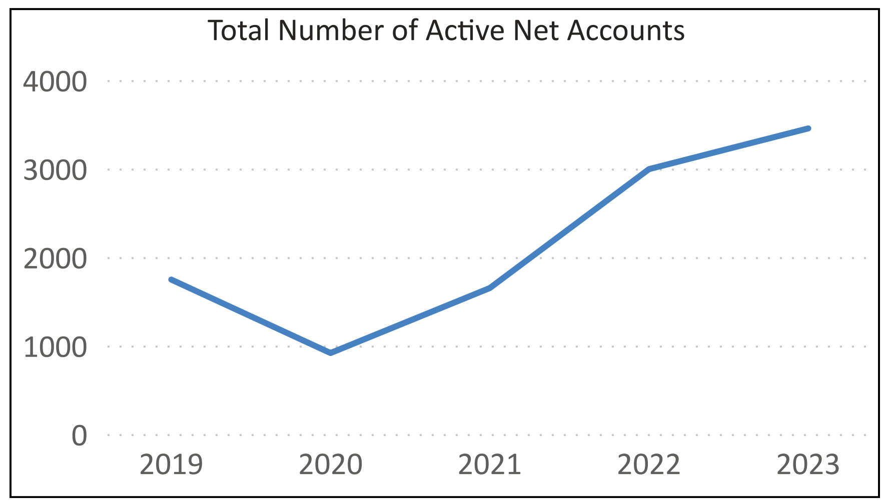
Special Events Held



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 Parks, Recreation and Culture 2024 operating budget includes expenditures of approximately $8.1 million, or 25% of the Town's total operating expenditures.

The salary and benefits budget has increased by approximately $505,000. This includes a new Recreation Coordinator positions as well as six new positions for the Heath and Active Living Plaza. These include a Recreation Supervisor, Aquatic Coordinator and four Facility Operators. These positions are funded through previous dedicated contributions for the HALP and do not create any further tax levy increase impacts. The increase for salaries and benefits also includes a cost of living adjustment for all staff as well as merit increases and standby pay adjustments.

The budget for program instructors has increased by $72,000 due to increased programming in summer camps and youth programs. Contracted services has increased by approximately $45,000 due to increased costs of tree maintenance and planting as well as rising cost of recreation management software. Materials and supplies have increased by $33,000 to account for rising costs and growth in the number of parks to maintain. The property and building maintenance budget is increasing by $22,000 due to an increase in trade costs and the increased age of assets. Equipment and vehicle costs have increased by $15,500 to reflect the rising cost of renting vehicles and equipment. Rent has increased by $15,000 due to the increasing rental cost of the aquatics facility.

Community initiatives have decreased by approximately $33,000 due to the one time funding in 2023. The draw from reserve is also affected by the one time funding for this from 2023.

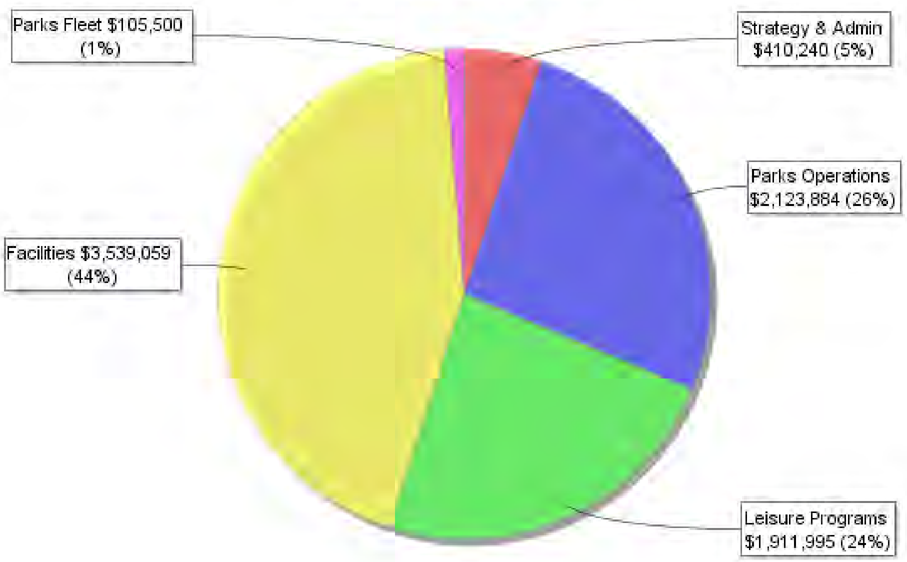
Recreation revenues are estimated to increase by approximately $80,000 to offset the increased costs of programs. Budgeted revenue from development charges has been removed due to the More Homes Built Faster Act, which no longer allows the use of development charge funding for this program.

Draw from Reserves has increased by approximately $291,000 to fund the new HALP positions from the amounts previously set aside to pay for operating the new facility.

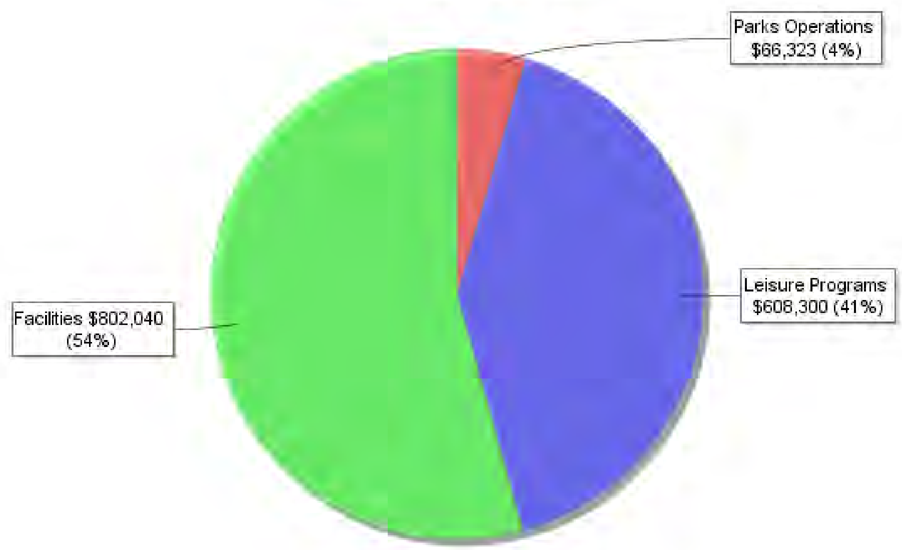
The net budget is increasing by approximately $449,000 or 7%.

Parks, Recreation and Culture 2024 Tax Supported Budget	Strategy & Admin	Parks Operations	Leisure Programs	Facilities	Parks Fleet	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures									
Salaries and Benefits	371,057	1,398,007	1,449,415	2,170,568		5,389,047	4,884,420	504,627	10%
Advertising	800		2,500			3,300	800	2,500	313%
Communications	4,660	10,000		6,270		20,930	16,430	4,500	27%
Community Grants/Initiatives			94,330			94,330	126,930	(32,600)	(26%)
Contracted Services		91,200	58,500	83,323	7,200	240,223	194,823	45,400	23%
Courier and Mail Processing	550					550	550		
Equipment and Vehicle		55,000	4,000	43,950		102,950	87,450	15,500	18%
Equipment Repair		2,000		86,527	30,200	121,227	118,227	3,000	3%
Insurance			3,200			3,200	2,100	1,100	52%
Materials and Supplies	6,900	139,650	29,700	81,520	68,100	327,870	294,570	33,300	11%
Mileage	3,000	500	5,500	2,600		11,600	10,100	1,500	15%
Program Instructors			204,700			204,700	132,700	72,000	54%
Property and Building Maintenance		86,000		266,200		352,200	330,200	22,000	7%
Public Works		16,000				16,000	16,000		
Rent			43,200	88,626		131,826	116,826	15,000	13%
Software Licences and Maintenance	5,800		1,200			7,000	5,800	1,200	21%
Training, Professional Development and Memberships	16,473	8,500	12,400	19,030		56,403	44,053	12,350	28%
Uniforms, Corporate Attire and Safety Clothing	1,000	8,500	3,350	9,000		21,850	18,350	3,500	19%
Utilities		176,730		784,445		961,175	961,175		
Indirect Corporate Costs		131,797		(103,000)		28,797	37,797	(9,000)	(24%)
Total Expenditures	**410,240**	**2,123,884**	**1,911,995**	**3,539,059**	**105,500**	**8,095,178**	**7,399,301**	**695,877**	**9%**
Revenues									
Development Charges							(114,328)	114,328	(100%)
Grants		(615)				(615)	(615)		
Library				(97,178)		(97,178)	(94,808)	(2,370)	2%
Miscellaneous			(18,000)			(18,000)	(5,100)	(12,900)	253%
Sales				(17,590)		(17,590)	(17,590)		
User Fees		(65,708)	(590,300)	(687,272)		(1,343,280)	(1,275,780)	(67,500)	5%
Total Revenues		**(66,323)**	**(608,300)**	**(802,040)**		**(1,476,663)**	**(1,508,221)**	**31,558**	**(2%)**
Transfers									
Contributions to Reserves				432,238	187,021	619,259	607,116	12,143	2%
Draw from Reserves	(12,703)		(333,772)	(361,771)		(708,246)	(417,466)	(290,780)	70%
Total Transfers	**(12,703)**		**(333,772)**	**70,467**	**187,021**	**(88,987)**	**189,650**	**(278,637)**	**(147%)**
NET BUDGET	**397,537**	**2,057,561**	**969,923**	**2,807,486**	**292,521**	**6,529,528**	**6,080,730**	**448,798**	**7%**

Expenditures by Branch



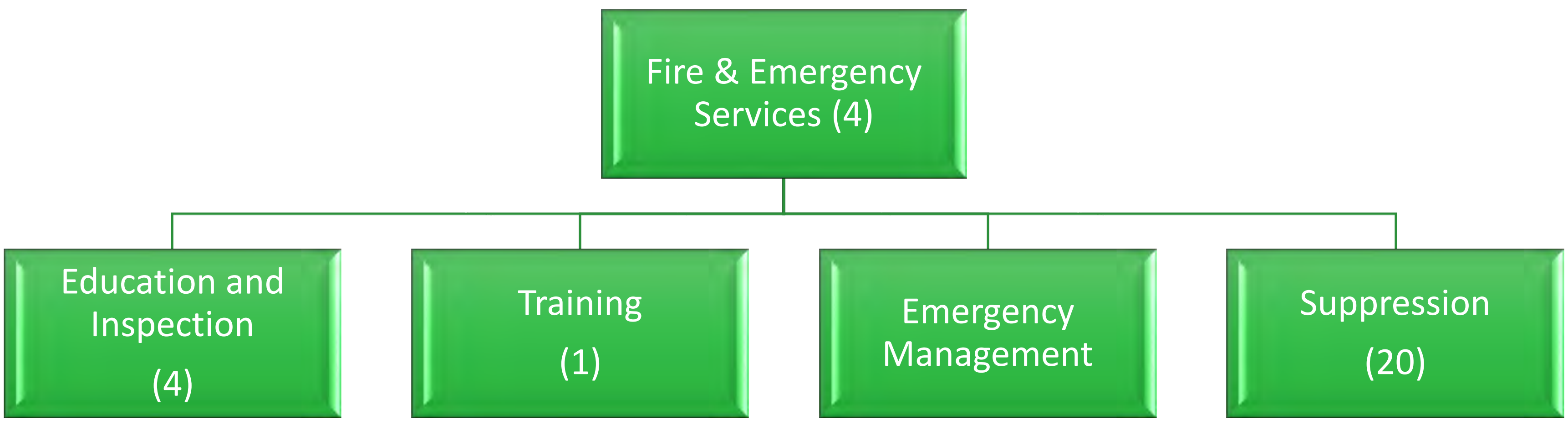
Revenues by Branch



Fire and Emergency Services

The Fire and Emergency 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 29 full time positions and a roster of ± 65 paid-on-call firefighters.



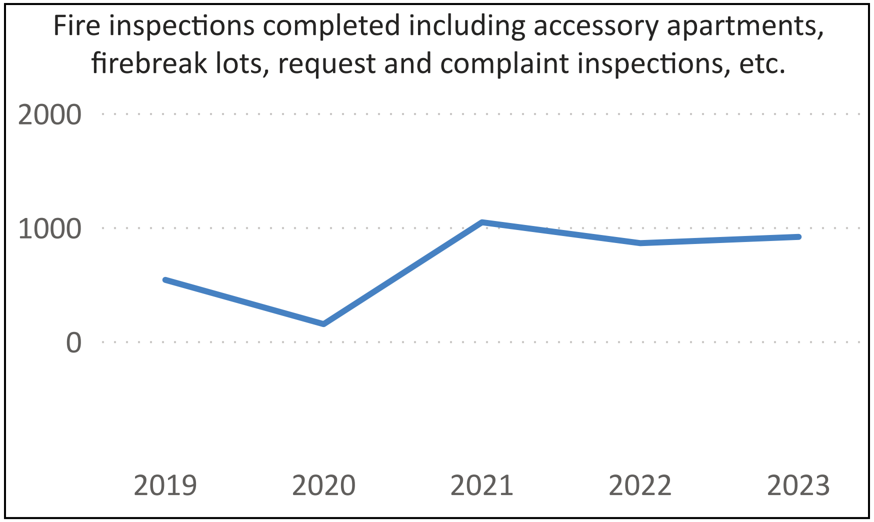
Fire and Emergency Services

Strategic Priority	Name of Priority/Objective	Description
Quality Programs and Services	Community Risk Assessment	A community risk assessment is a process of identifying, analyzing, evaluating and prioritizing risks to public safety to inform decisions about the provision of fire protection services. Every municipality, and every fire department complete a community risk assessment. The CRA also contributes to informed decisions about the provision of fire protection services. The CRA assesses risk at both a town level and at the more granular neighbourhood level, this provides important information for targeted fire safety and risk reduction campaigns and aids in emergency response preparedness.
	Shared Fire Services with Georgina Fire and Rescue Services	Exploration of fleet management partnership and establish an automatic-aid agreement for Ravenshoe Road.
	Fleet and Equipment Replacement Program	Ongoing equipment maintenance/replacement includes updating required self-contained breathing apparatus (SCBA), hose and line equipment, rescue tools, and training equipment.
	Firefighter Training and Certification Requirements	Enhance staff education and training to meet and maintain required NFPA (National Fire Protection Association) certification. Implement joint training opportunities with Georgina Fire and Rescue Services.
Culture of Municipal Excellence	Establishing and Regulating Bylaw	Update the existing Establishing and Regulating Bylaw utilizing information and recommendations from the Community Risk Assessment and the Municipal Modernization Project.

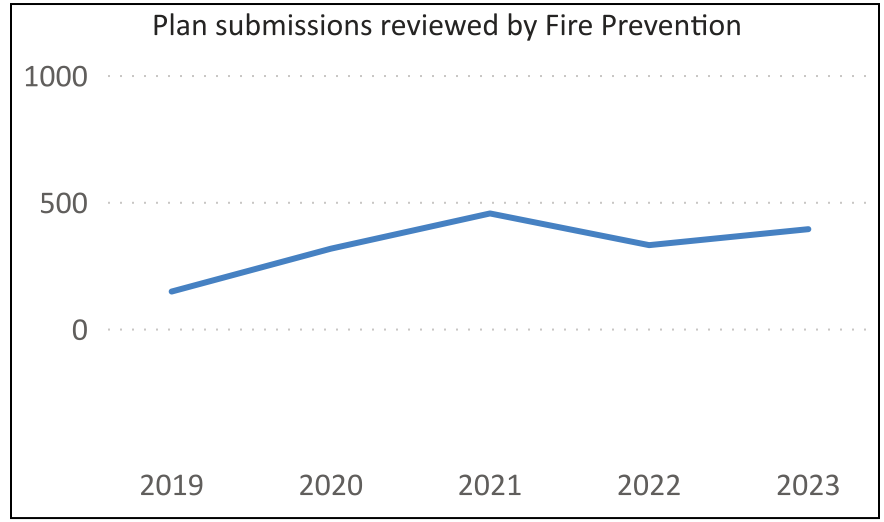
Education and Inspection

** All 2023 numbers have been estimated to year end for comparison purposes*

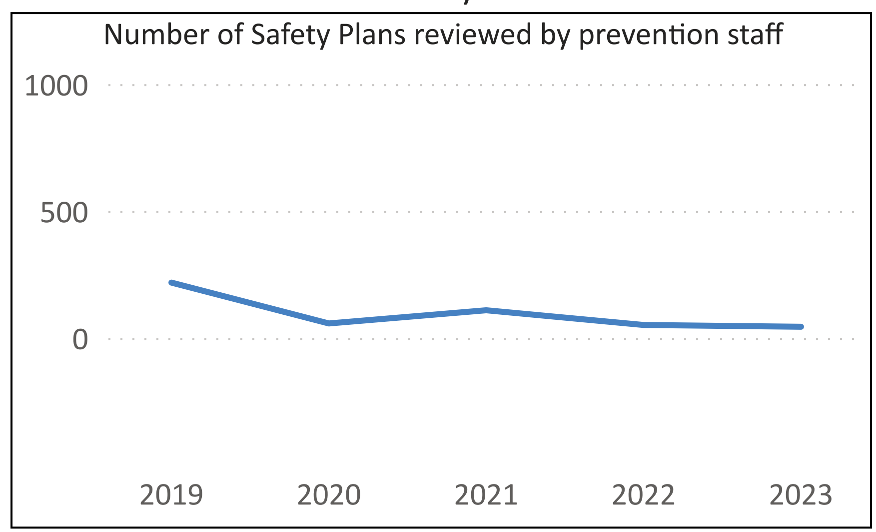
Inspections - Fire



Plans Review

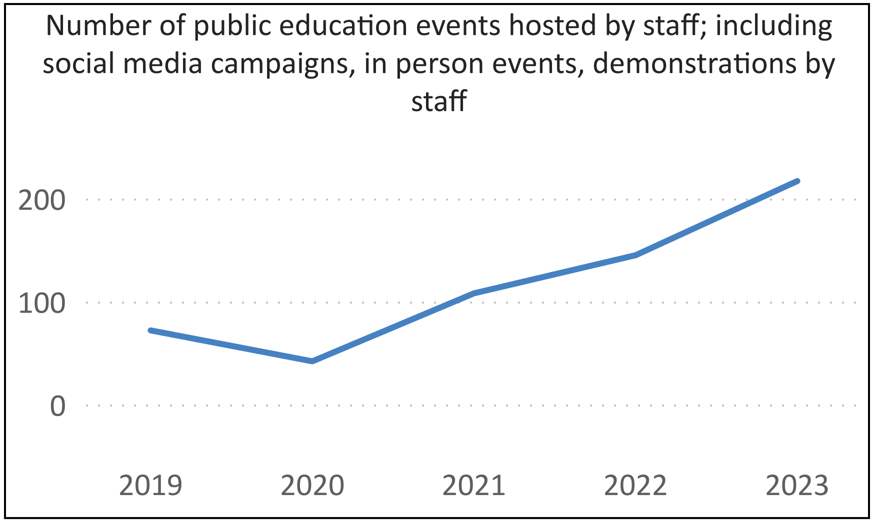


Fire Safety Plans

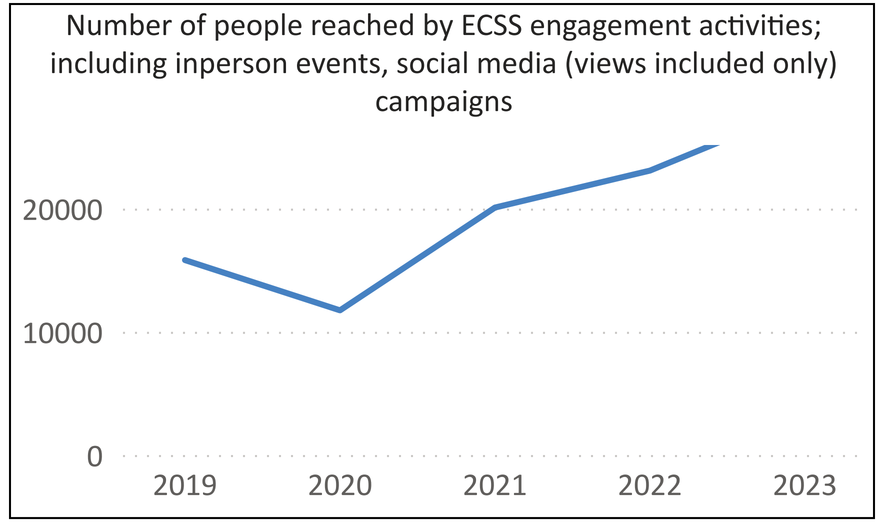


** All 2023 numbers have been estimated to year end for comparison purposes*

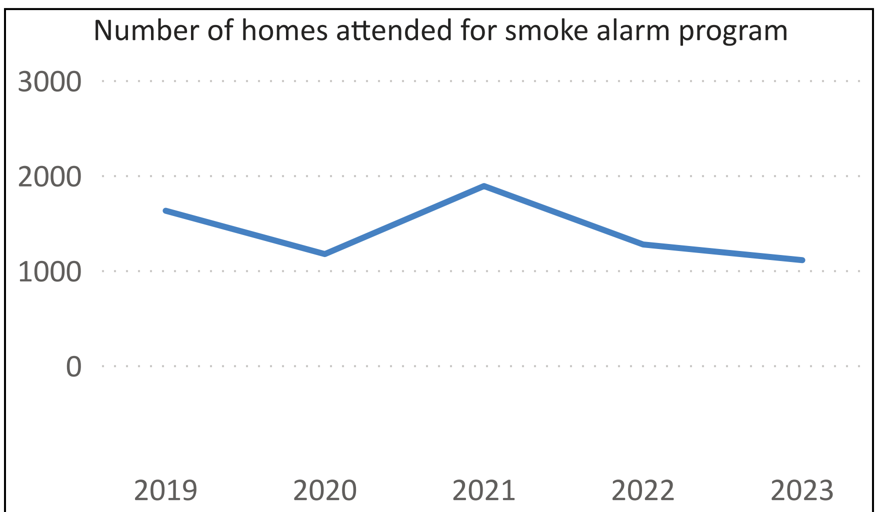
Public Education Activities (Events/Demonstrations)



Public Education Engagement (Population)



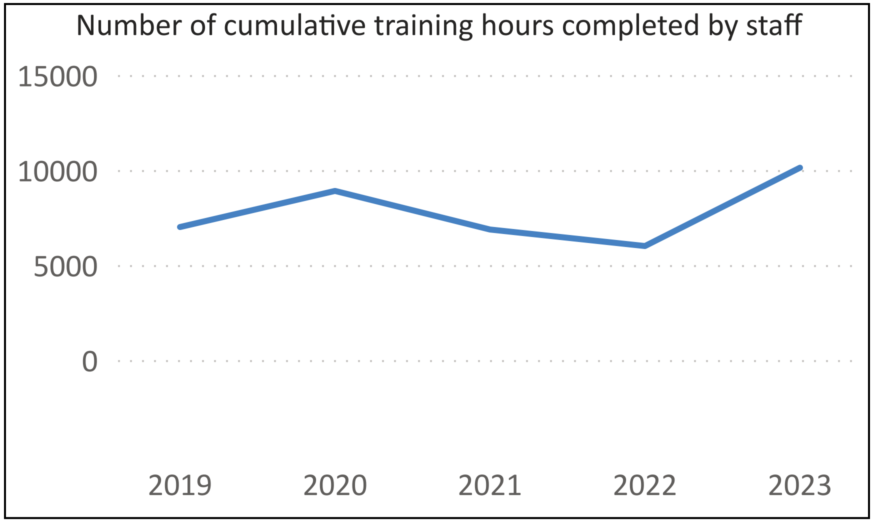
Homes Visits in the Smoke Alarm/CO Program



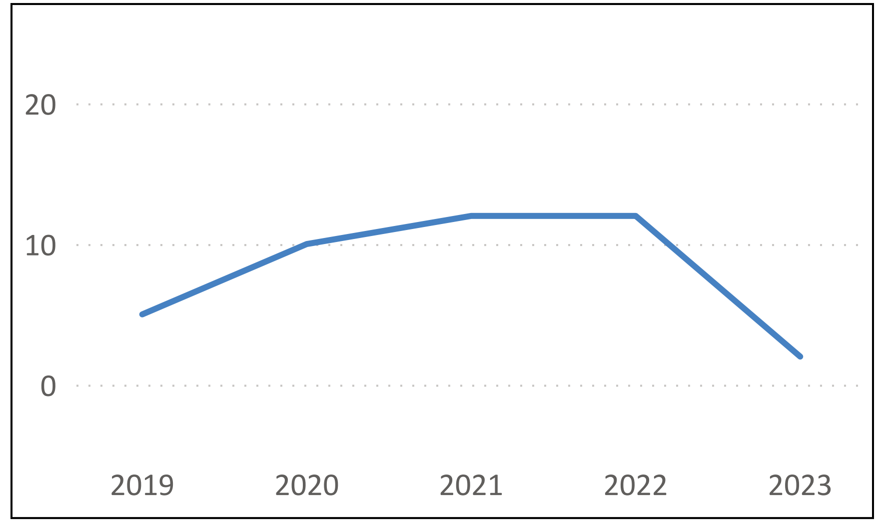
Training and Suppression

** All 2023 numbers have been estimated to year end for comparison purposes*

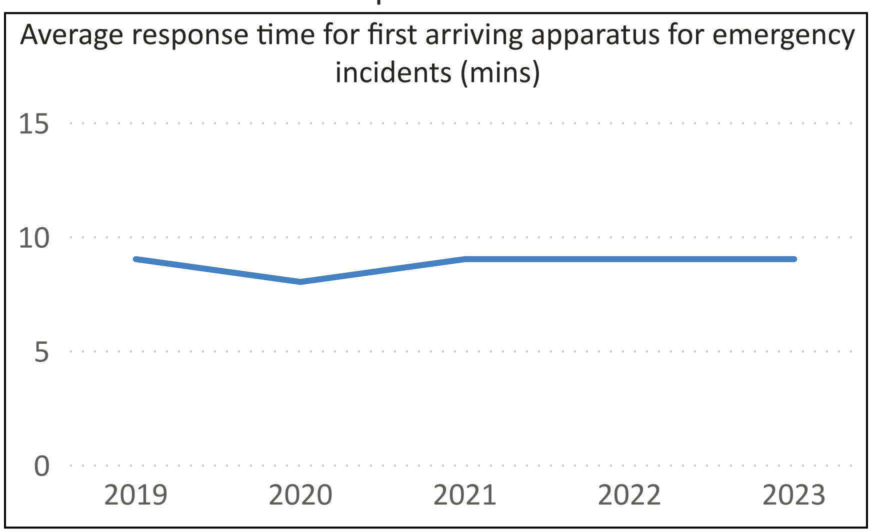
Training Hours



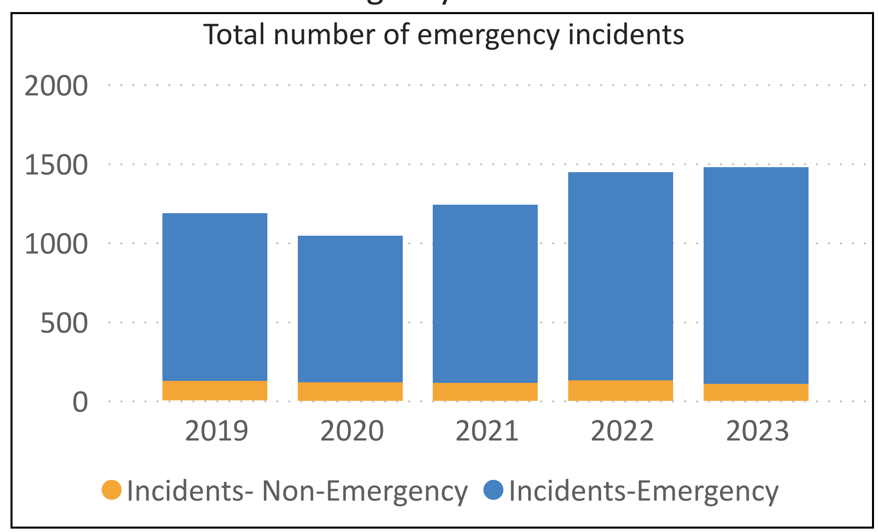
Fire Investigations



Response Time



Emergency Incidents



Budget Summary

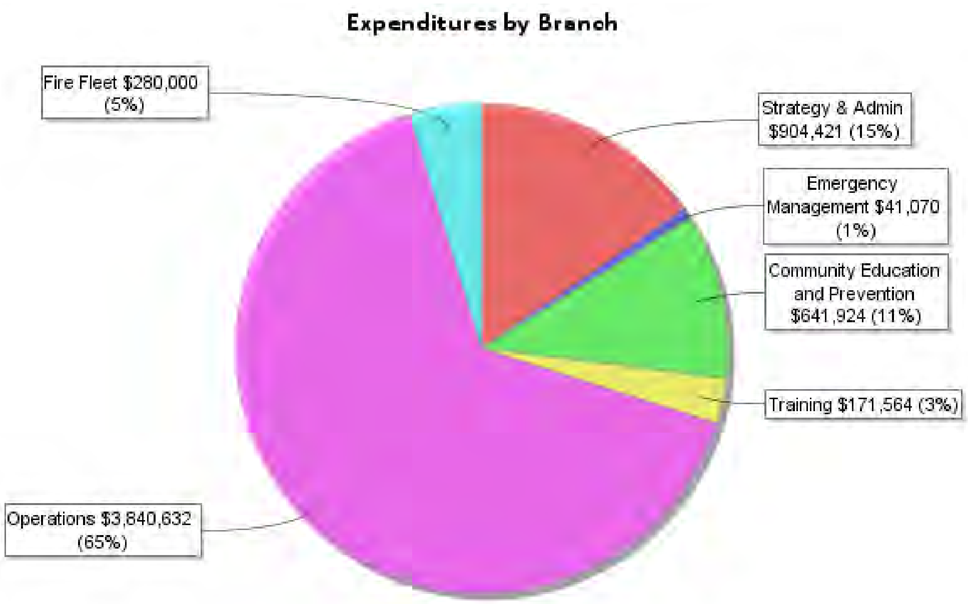
The Fire and Emergency Services 2024 operating budget includes expenditures of approximately $5.9 million or 18% of the Town's total operating expenditures.

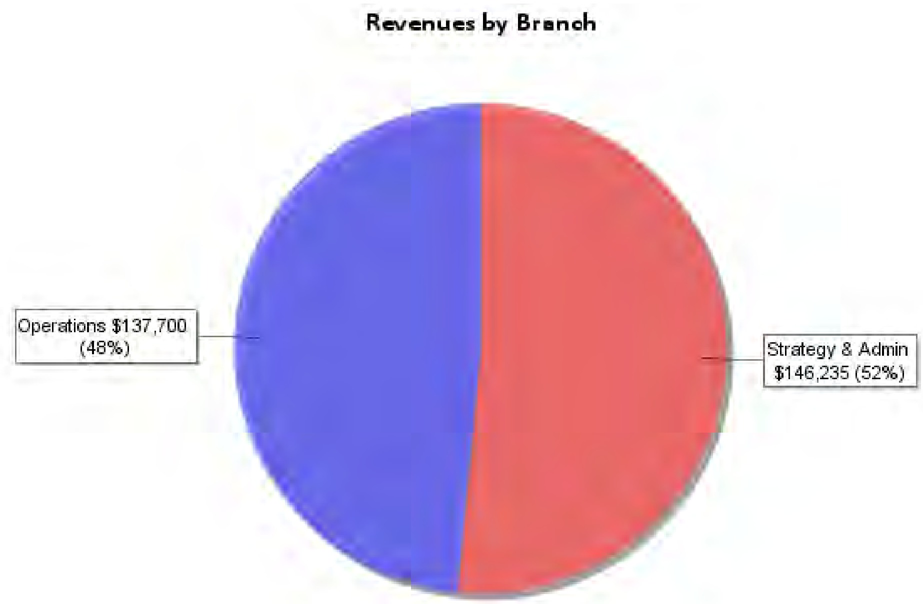
The salary and benefits budget for Fire and Emergency Services has increased by approximately $166,000 or 3%. This includes service recognition increases, step increases and benefit cost increases as well as an increase of $50,000 for Paid on Call firefighters to align with actuals. It also includes a Cost of Living increase for non union staff.

Materials and supplies are increasing by approximately $37,000 to mainly account for the increased cost of fuel. The increase also accounts for increased resources for prevention/education programs as well as enhanced technology within Operations. Training and professional development has increased by $20,000 to reflect the increased demand for training, certification and maintenance of the existing programs and initiatives. Other Agencies/Municipalities have increased by approximately $12,000 based on population and response increases for Richmond Hill and Georgina service agreements.

The net budget is increasing by approximately $244,000 or 5%.

Fire and Emergency Services 2024 Tax Supported Budget	Strategy & Admin	Emergency Management	Community Education and Prevention	Training	Operations	Fire Fleet	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures										
Salaries and Benefits	715,021		611,924	158,494	3,436,078		4,921,517	4,755,433	166,084	3%
Communications	10,000						10,000	10,000		
Consultants										
Equipment and Vehicle					30,000		30,000	30,000		
Equipment Repair						200,000	200,000	200,000		
Materials and Supplies	21,000	19,070	30,000	10,000	5,500	80,000	165,570	128,250	37,320	29%
Mileage	4,000						4,000	3,070	930	30%
Other Agencies/Municipalities		22,000		3,070	170,459		195,529	183,709	11,820	6%
Property and Building Maintenance					85,320		85,320	84,816	504	1%
Software Licences and Maintenance					7,275		7,275	7,275		
Training, Professional Development and Memberships	117,400						117,400	97,400	20,000	21%
Uniforms, Corporate Attire and Safety Clothing	37,000				37,000		74,000	70,000	4,000	6%
Utilities					69,000		69,000	65,520	3,480	5%
Total Expenditures	**904,421**	**41,070**	**641,924**	**171,564**	**3,840,632**	**280,000**	**5,879,611**	**5,635,473**	**244,138**	**4%**
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					50,000	502,946	552,946	552,946		
Draw from Reserves			(290,249)		(372,318)		(662,567)	(662,567)		
Total Transfers			**(290,249)**		**(322,318)**	**502,946**	**(109,621)**	**(109,621)**		
NET BUDGET	**758,186**	**41,070**	**351,675**	**171,564**	**3,380,614**	**782,946**	**5,486,055**	**5,241,917**	**244,138**	**5%**

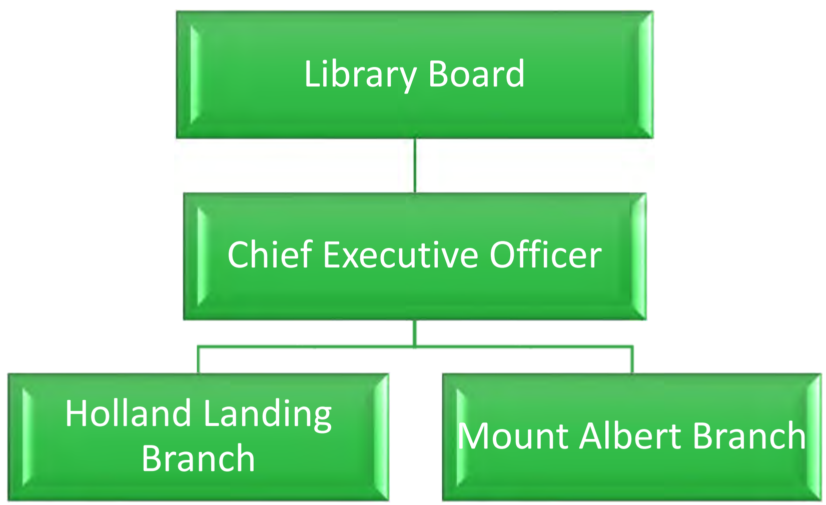

Expenditures by Branch
Fire Fleet $280,000 (5%)
Strategy & Admin $904,421 (15%)
Emergency Management $41,070 (1%)
Community Education and Prevention $641,924 (11%)
Training $171,564 (3%)
Operations $3,840,632 (65%)


Revenues by Branch
Operations $137,700 (48%)
Strategy & Admin $146,235 (52%)

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 21 full time positions.

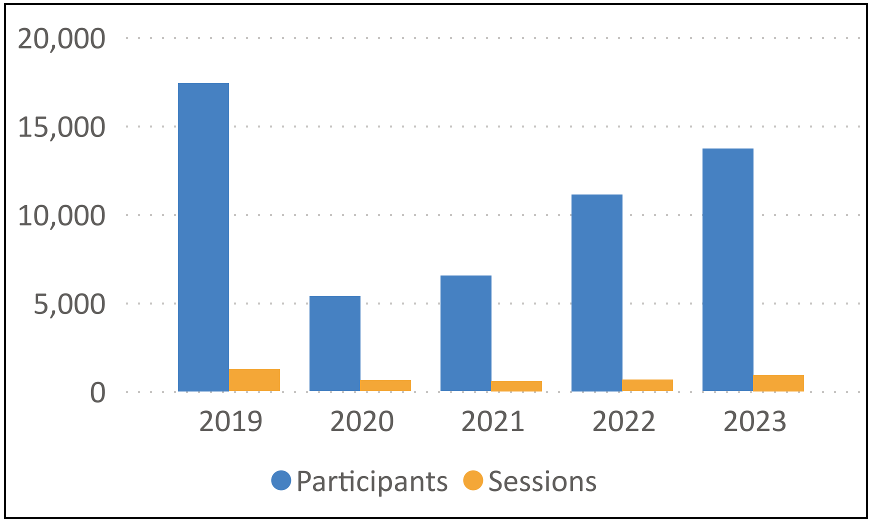


Library

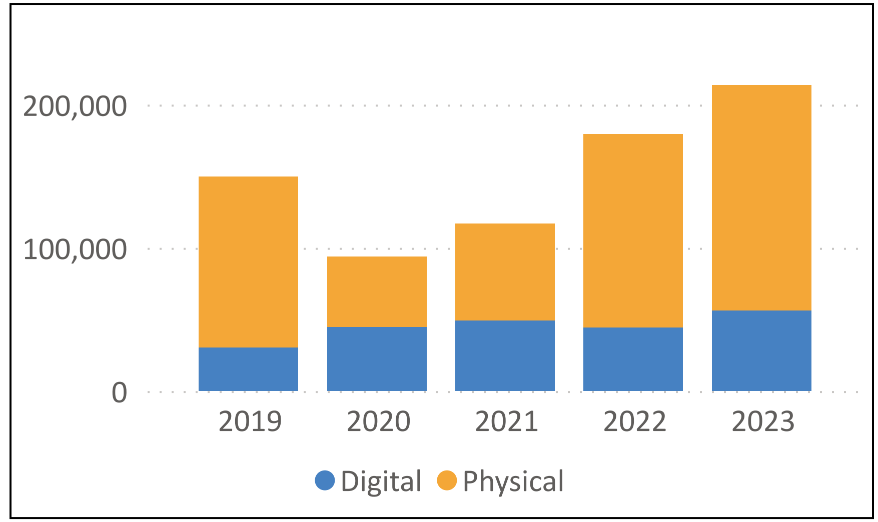
Strategic Priority	Description
Build Healthy Communities	**Respond to growth** by preparing to open our largest library branch and servicing and planning for new residents. Use a sustainability lens when responding to growth.
	Enrich our programs by establishing new community-led programs, seek community input on the development of new programs and partnerships, and expand literacy support efforts.
	Connect our community and newcomers to vital services, information, and programs.
	Review our outreach strategy to ensure its effective and engaging.
Expand Access	**Build a vibrant collection** through exploring a library of things, performing a collection audit to ensure all voices are represented, expanding merchandising efforts, and leveraging our digital branch to promote resources.
	Reduce and remove barriers through a review of library fees, launching mobile printing, refreshing our public computers, and expanding and formalize grant writing and applications.
	Enhance our spaces by making our branches inviting and modern and expanding local art displays.
	Provide digital literacy opportunities to new partners and residents and expand staff training on emerging technologies.
Provide Exceptional Experiences	**Commit to exceptionality** through advanced customer service training and refreshing our Customer Service Strategy.
	Support our employees by expanding staff development opportunities and launching an employee engagement strategy.
	Find new and effective ways to reach more people through expanding our marketing efforts, launching new branding to reinforce our identity in the community.
	Evaluate our practices by furthering our review on how we collect statistics and refreshing our customer service feedback processes.

** All 2023 numbers have been estimated to year end for comparison purposes*

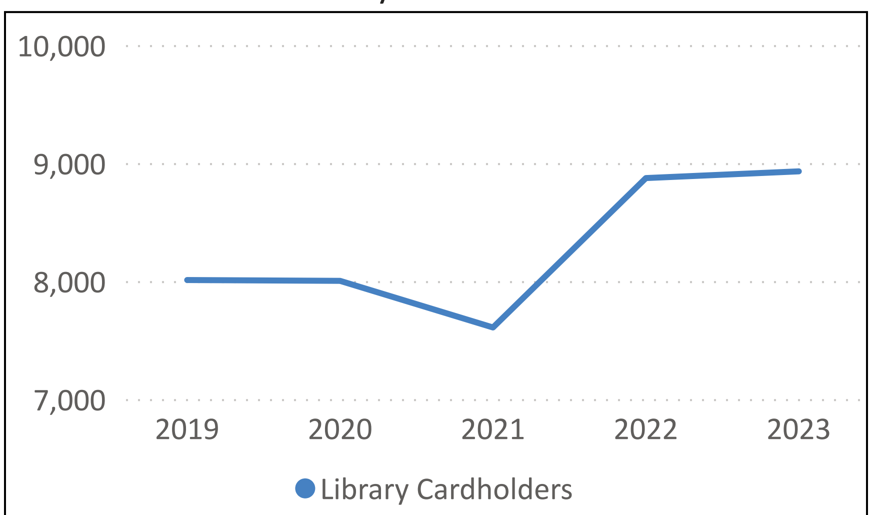
Library Programs and Participants



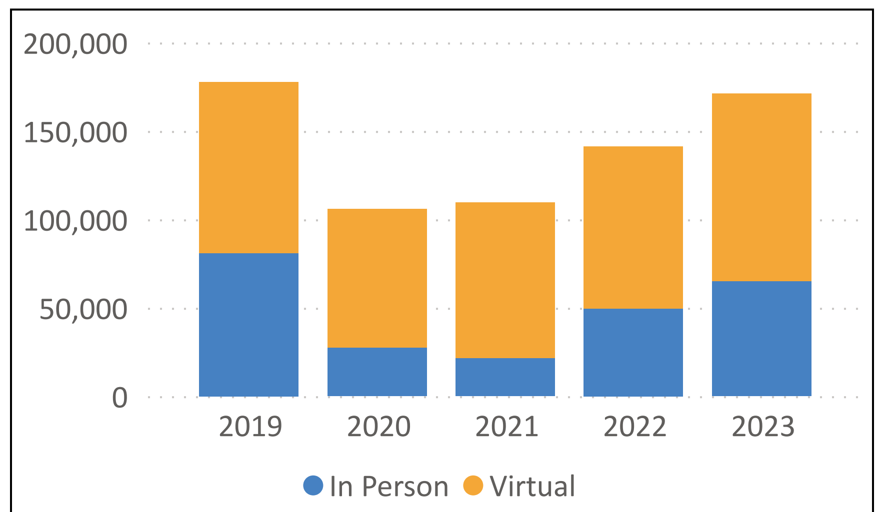
Library Circulation



Library Cardholders



Library Visits



Budget Summary

The East Gwillimbury Public Library 2024 operating budget includes expenditures of approximately $2.2 million or 7% of the Town's total operating expenditures.

The salaries and benefits budget has increased by approximately $221,000 and includes four new positions for the Health and Active Living Plaza. These include a Branch Supervisor, Collections and Resource Specialist, Customer and Community Service Specialist and a Digital Experience Specialist. Four part time Customer Service Specialist positions are also included. These positions are funded by previously dedicated reserve contributions and do not require a further increase in tax levy. The increase in salary and benefits also includes a cost of living adjustment for all staff and merit increases.

The software licensing budget has increased by $12,000 to align with actual new website operating costs as well as provide licensing for new staff. An increase of approximately $2,600 in training, professional development and memberships is related to new staff as well as increased training content, such as WHMIS and Harassment in the Workplace. The increase in rent of approximately $2,400 is related to inflationary increases for the facilities. Audit services has increased by approximately $2,000 to reflect the library share of the new audit contract for the Town. Materials and supplies have increased by approximately $1,900 to account for rising cost of program supplies and digital content.

A draw from reserve is included for the positions that have been funded from amounts set aside to operate the Health and Active Living Plaza.

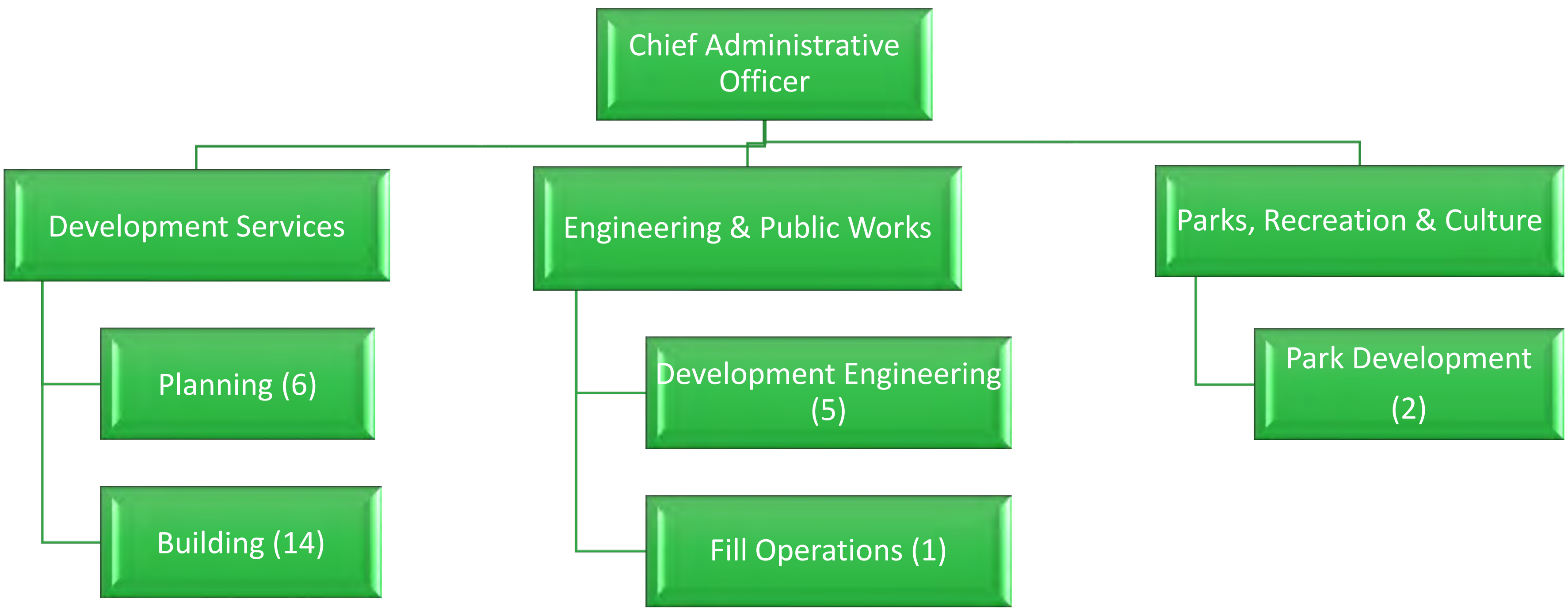
The net budget for this department is increasing by approximately $110,000 or 5%.

East Gwillimbury Public Library 2024 Tax Supported Budget	Library Administration	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures					
Salaries and Benefits	1,873,089	1,873,089	1,652,586	220,503	13%
Advertising	9,750	9,750	9,500	250	3%
Audit Services	5,800	5,800	3,725	2,075	56%
Bank Fees, Payroll and Other Charges	6,290	6,290	6,290		
Communications	8,976	8,976	8,976		
Consultants	2,500	2,500	8,500	(6,000)	(71%)
Contracted Services	2,150	2,150	2,100	50	2%
Courier and Mail Processing	7,425	7,425	7,425		
Equipment and Vehicle	18,500	18,500	18,500		
Materials and Supplies	113,300	113,300	111,400	1,900	2%
Mileage	4,100	4,100	4,050	50	1%
Program Instructors	4,350	4,350	4,250	100	2%
Public Engagement/Corporate Events	4,100	4,100	4,000	100	3%
Rent	97,178	97,178	94,808	2,370	2%
Software Licences and Maintenance	65,840	65,840	53,500	12,340	23%
Training, Professional Development and Memberships	20,400	20,400	17,785	2,615	15%
Total Expenditures	**2,243,748**	**2,243,748**	**2,007,395**	**236,353**	**12%**
Revenues					
Grants	(41,967)	(41,967)	(43,967)	2,000	(5%)
User Fees	(10,000)	(10,000)	(8,000)	(2,000)	25%
Total Revenues	**(51,967)**	**(51,967)**	**(51,967)**		
Transfers					
Contributions to Reserves	154,500	154,500	149,498	5,002	3%
Draw from Reserves	(179,969)	(179,969)	(48,173)	(131,796)	274%
Total Transfers	**(25,469)**	**(25,469)**	**101,325**	**(126,794)**	**(125%)**
NET BUDGET	**2,166,312**	**2,166,312**	**2,056,753**	**109,559**	**5%**

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 Engineering & Public Works. The Park Development branch resides within the Parks, Recreation and Culture department.



Budget Summary

The Development and Fee Supported 2024 operating budget includes expenditures of approximately $5.2 million and are fully supported by fees rather than property taxes. 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.

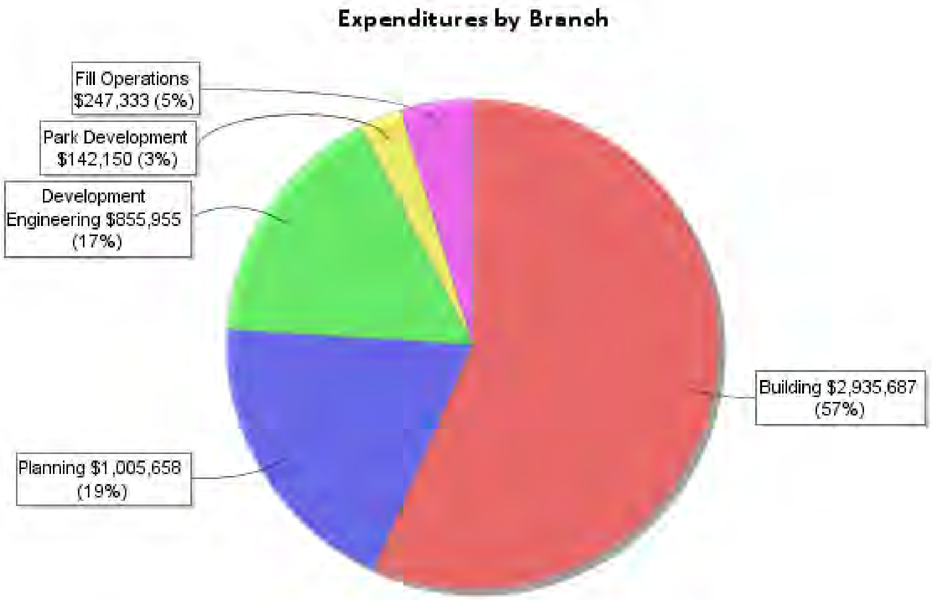
Salaries and benefits have increased by approximately $139,000 due to step increases, benefits and cost of living adjustments and funding for six months for a previously approved position in Development Engineering.

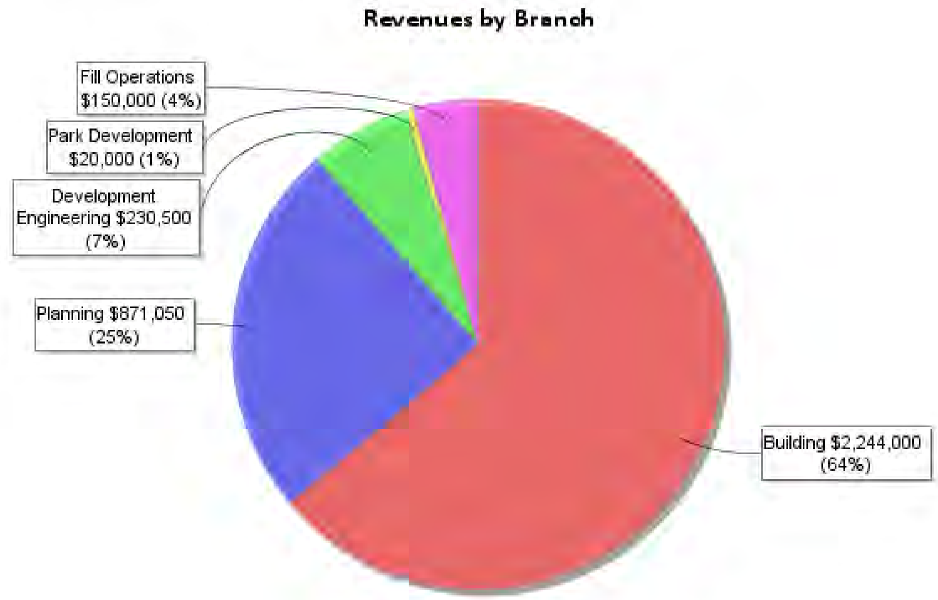
An increase of $6,600 in training and professional development is for staff to obtain their full planning designation. Indirect corporate costs have been reviewed and adjusted to ensure that the appropriate support costs are allocated to the fee supported areas and capital projects.

Revenues in each area have been adjusted based on estimated levels of activity in 2024. Development Revenue in both the Building and Planning areas result in an expected decrease in revenue of approximately $881,000. Park Development revenue is also expected to decrease by $250,000 due to reduction in Planning activities. User Fees have increased by approximately $36,000 in Fill Operations to align with current expected volumes.

A key component in these individual budgets is 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 2024 Fee Supported Budget	Building	Planning	Development Engineering	Park Development	Fill Operations	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures									
Salaries and Benefits	2,136,619	788,545	761,711	322,330	134,401	4,143,606	4,004,634	138,972	3%
Communications	8,000	3,700	3,000			14,700	14,700		
Consultants		45,000			10,000	55,000	55,000		
Contingency									
Courier and Mail Processing	1,000	200				1,200	1,800	(600)	(33%)
Equipment and Vehicle	8,000	6,200	4,000			18,200	20,200	(2,000)	(10%)
Legal Services							10,000	(10,000)	(100%)
Materials and Supplies	5,500	3,400	750			9,650	11,540	(1,890)	(16%)
Mileage	30,040	500	16,000	1,800	500	48,840	48,840		
Other Agencies/Municipalities		5,000				5,000	5,000		
Software Licences and Maintenance	32,000	20,500	35,500			88,000	86,000	2,000	2%
Training, Professional Development and Memberships	28,525	20,000	6,600	5,000		60,125	53,525	6,600	12%
Uniforms, Corporate Attire and Safety Clothing	5,000		1,950			6,950	6,950		
Indirect Corporate Costs	681,003	112,613	26,444	(186,980)	102,432	735,512	726,583	8,929	1%
Total Expenditures	**2,935,687**	**1,005,658**	**855,955**	**142,150**	**247,333**	**5,186,783**	**5,044,772**	**142,011**	**3%**
Revenues									
Development Revenue	(2,236,000)	(860,000)	(190,000)	(10,000)		(3,296,000)	(4,427,250)	1,131,250	(26%)
Miscellaneous		(50)	(500)			(550)	(550)		
Recoveries and Contributions from Developers			(40,000)	(10,000)		(50,000)	(50,000)		
Sales	(8,000)					(8,000)	(7,500)	(500)	7%
User Fees		(11,000)			(150,000)	(161,000)	(125,000)	(36,000)	29%
Total Revenues	**(2,244,000)**	**(871,050)**	**(230,500)**	**(20,000)**	**(150,000)**	**(3,515,550)**	**(4,610,300)**	**1,094,750**	**(24%)**
Transfers									
Contributions to Reserves							292,097	(292,097)	(100%)
Draw from Reserves	(691,687)	(134,608)	(625,455)	(122,150)	(97,333)	(1,671,233)	(726,569)	(944,664)	130%
Total Transfers	**(691,687)**	**(134,608)**	**(625,455)**	**(122,150)**	**(97,333)**	**(1,671,233)**	**(434,472)**	**(1,236,761)**	**285%**
NET BUDGET									

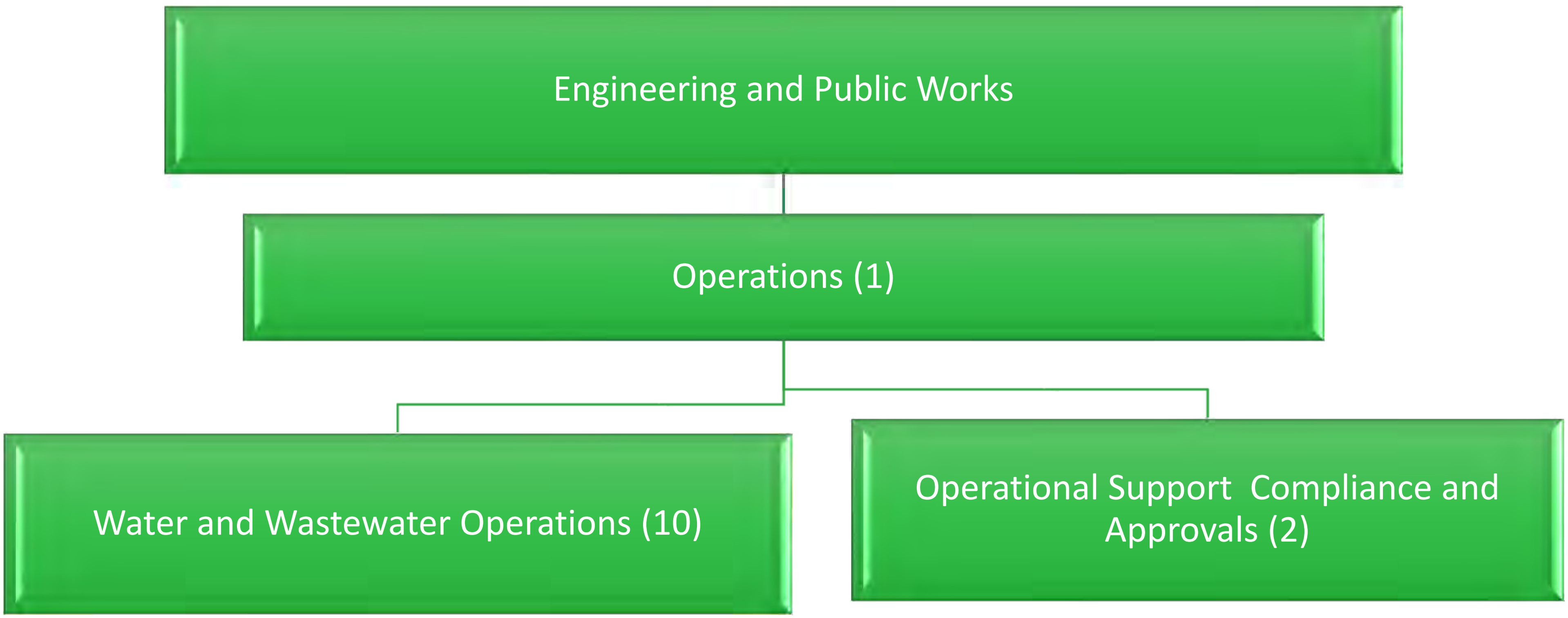

Expenditures by Branch
Fill Operations $247,333 (5%)
Park Development $142,150 (3%)
Development Engineering $855,955 (17%)
Planning $1,005,658 (19%)
Building $2,935,687 (57%)


Revenues by Branch
Fill Operations $150,000 (4%)
Park Development $20,000 (1%)
Development Engineering $230,500 (7%)
Planning $871,050 (25%)
Building $2,244,000 (64%)

Water and Wastewater Budget

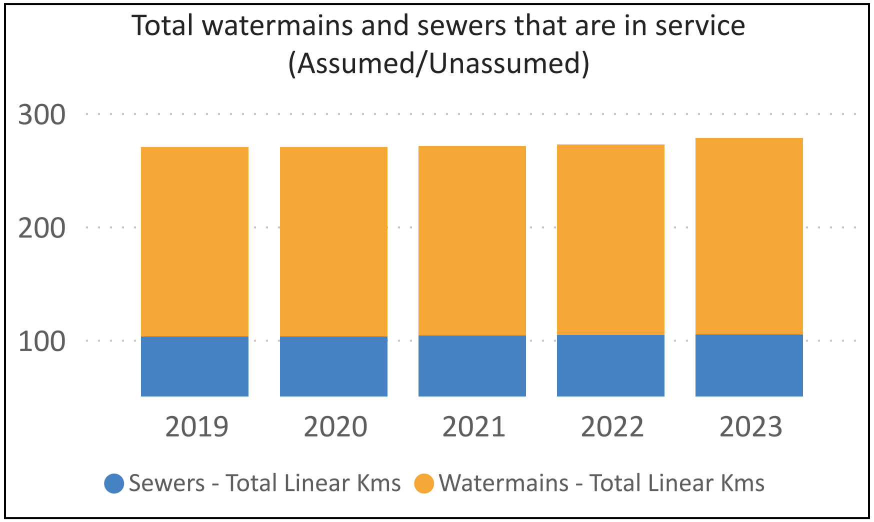
The Water and Wastewater business unit is a branch within the Operations Division of the Engineering and Public Works Department. This business unit is unique from the rest of the department as its operations are funded through the water and wastewater rates rather than through the tax levy. The Water 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 13 full time positions.

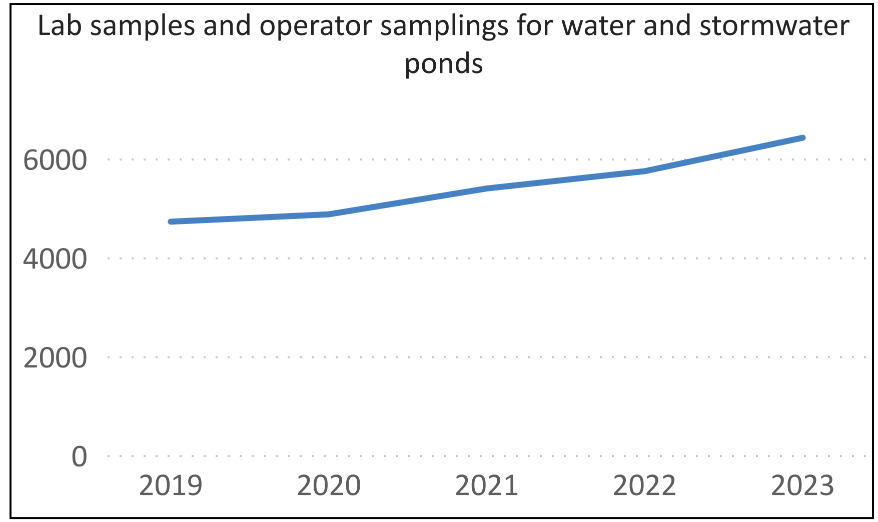


** All 2023 numbers have been estimated to year end for comparison purposes*

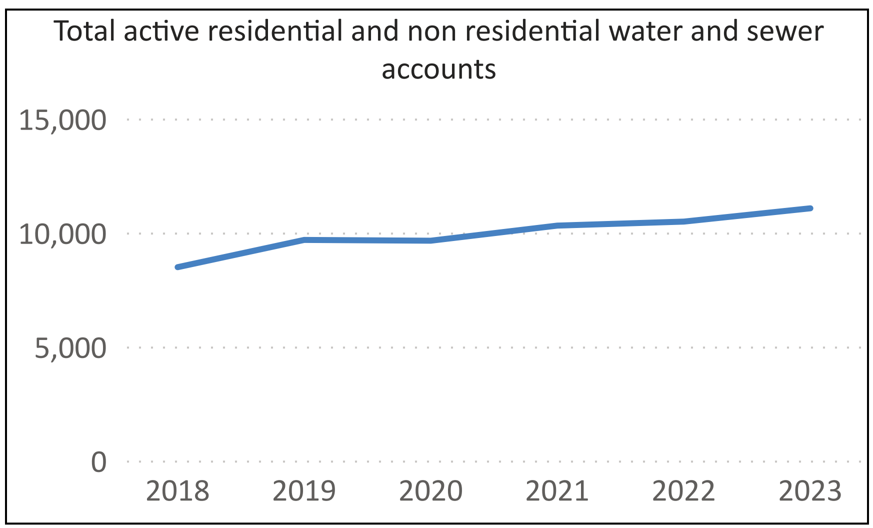
Total KM's of Infrastructure



Annual Water Regulatory Samples



Total Number of Active Accounts



Budget Summary

The Water and Wastewater expenditure budget includes expenditures of approximately $11 million.

The main driver of cost increases for 2024 is the Regional costs for water supply and wastewater treatment. This accounts for approximately $308,000 of the total $542,000 expenditure increase for 2024.

Salaries and benefits have increased by approximately $294,000 due to increases in standby, on call pay enhancements and a COLA allowance for all staff. It also includes two new Water and Wastewater operators. The reduction in Contracted Services of approximately $88,000 partially offsets the increase for new staff. The one time increase in 2023 for audit services of $10,000 has been removed. Materials and supplies has increased by approximately $7,000 due to increased fuel costs as well as and the rising costs relating to hydrants and auto flushing supplies. 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.

User fee revenue is projected to increase by approximately $811,000. Approximately one third of this increase is due the increased growth and resulting water and wastewater volumes throughout the Town. Approximately $105,000 of the increase is related to the

2024 phase in amount of the fixed water rate for large meter accounts. The remaining increase in revenue of approximately $322,000 is related to an increase in the variable water and wastewater rates. The c ontributions to reserves have increased by approximately $272,000 to align closer to the targeted reserve contribution in the Council approved 2020 Water and Wastewater Rate Study.

The variable water and wastewater rates are increasing for 2024 by 4%. This increase is in line with inflation and brings the rates in line with the 2023 variable rates in the Council approved 2020 Water and Wastewater Rate Study. This is the first rate increase proposed since 2020 for variable rates. The rates are shown in the table below.

Service	Usage (Variable) < 35 m^3 per month	Usage (Variable) > 35 m^3 per month Residential	Usage (Variable) > 35 m^3 per month Non-Residential
Water	$2.37 m^3	$3.89 m^3	$3.12 m^3
Wastewater	$2.28 m^3	$2.28 m^3	$2.28 m^3

A review of the fixed water and wastewater rate structure was undertaken in 2022. To align with best practices, a charge based on water meter size was recommended. The rate structure is based on a scale developed by the American Water Works Association (AWWA).

Approximately 99% of existing users will not be impacted by this change. Approximately 1% of existing users will experience an increase to their annual water and wastewater costs. It was proposed that the change to the fixed rates be phased in over a three year period. The following table outlines the revised fixed rate structure and three year phase-in.

Meter Size	2023 Fixed Charge per service (monthly)	2024 Fixed Charge per service (monthly)	2025 Fixed Charge per service (monthly)
5/8" & 3/4"	$23.00	$23.00	$23.00
1"	$34.50	$46.00	$57.50
1.5"	$53.67	$84.33	$115.00
2"	$76.67	$130.33	$184.00
3"	$130.33	$237.67	$345.00
4"	$207.00	$391.00	$575.00
6"	$398.67	$774.33	$1,150.00

Water and Wastewater 2024 Rate Supported Budget	2024 Budget	2023 Budget	Variance $	Variance %
Expenditures				
Salaries and Benefits	1,896,136	1,602,451	293,685	18%
Audit Services		10,000	(10,000)	(100%)
Communications	8,500	8,500		
Contingency				
Contracted Services	365,487	453,375	(87,888)	(19%)
Courier and Mail Processing	100,000	100,000		
Equipment Repair		2,000	(2,000)	(100%)
Materials and Supplies	283,588	276,588	7,000	3%
Mileage	1,500	1,500		
Software Licences and Maintenance	59,000	59,000		
Training, Professional Development and Memberships	31,000	31,000		
Uniforms, Corporate Attire and Safety Clothing	12,500	12,500		
Utilities	28,750	28,750		
Indirect Corporate Costs	1,392,596	1,359,550	33,046	2%
Regional Water Charges	3,739,060	3,503,812	235,248	7%
Regional Wastewater Charges	3,677,258	3,604,157	73,101	2%
Total Expenditures	**11,595,375**	**11,053,183**	**542,192**	**5%**
Revenues				
Miscellaneous	(51,000)	(51,000)		
Sales	(55,000)	(55,000)		
User Fees	(14,009,747)	(13,198,530)	(811,217)	6%
Total Revenues	**(14,115,747)**	**(13,304,530)**	**(811,217)**	**6%**
Transfers				
Contributions to Reserves	2,520,372	2,251,347	269,025	12%
Total Transfers	**2,520,372**	**2,251,347**	**269,025**	**12%**
NET BUDGET	**0**	**0**	**0**	**0%**

Capital Budget Summary
2024

	Development Charges	Community Capital Contribution	Reserves	Deferred Revenue	Grants/ Sponsorships	Due From Other Municipalities	Gas Tax	2024 Budget	Previously Approved	Future Years Budget	Total Budget	Funding Source
Legal & Legislative Services												
Municipal Clerk and Council Support												
LC-24-001 Electoral Review			-60,000					60,000			60,000	Election Reserve
Total Municipal Clerk and Council Support			-60,000					60,000			60,000	
Total Legal & Legislative Services			-60,000					60,000			60,000	
Corporate Services												
Strategy and Administration												
CI-23-001 Regulatory Asset Management			-450,000					450,000	585,669	240,000	1,275,669	General Capital, Water Infrastructure, Sewer Infrastructure
Total Strategy and Administration			-450,000					450,000	585,669	240,000	1,275,669	
Communications												
CS-24-001 Internal Facility Digital Advertising			-26,500					26,500			26,500	Information Technology, Facilities
Total Communications			-26,500					26,500			26,500	
IT Services												
CS-24-003 Annual Hardware Replacement Program			-60,000					60,000			60,000	Information Technology
CS-24-004 Voice Communication Strategy			-15,000					15,000			15,000	Information Technology
CS-24-005 Microsoft Windows Server Replacement			-46,000					46,000			46,000	Information Technology
CS-24-006 Network Infrastructure Replacement			-20,000					20,000			20,000	Information Technology
CS-24-007 Audio Video Automation Upgrades			-10,000					10,000			10,000	Information Technology
CS-24-009 Call Centre Replacement			-30,000					30,000			30,000	Information Technology
CS-24-010 Municipal Modernization Program			-275,000					275,000			275,000	Information Technology
Total IT Services			-456,000					456,000			456,000	
People and Belonging												
CS-24-011 Future Staffing Needs Study			-60,000					60,000			60,000	Working Capital
CS-24-012 HR Policy Review			-15,000					15,000			15,000	Working Capital
CS-24-013 Succession Plan Framework			-25,000					25,000			25,000	Working Capital
Total People and Belonging			-100,000					100,000			100,000	
Total Corporate Services			-1,032,500					1,032,500	585,669	240,000	1,858,169	
Library Services												
Library Administration												
LI-24-001 Library Materials Capital Replacement			-104,500					104,500			104,500	Library
LI-24-002 Library Materials - Growth	-730,000							730,000			730,000	Library DC
LI-24-003 Public Workstations Revitalization			-16,000					16,000			16,000	Library
LI-24-004 RFID Queensville	-50,000							50,000			50,000	Library DC
LI-24-005 Queensville Makerspace	-50,000							50,000			50,000	Library DC
LI-24-006 Queensville Branch IT	-65,000							65,000			65,000	Library DC
LI-24-007 IT Replacement (Staff and Public)			-12,500					12,500			12,500	Library
Total Library Administration	-895,000		-133,000					1,028,000			1,028,000	
Total Library Services	-895,000		-133,000					1,028,000			1,028,000	
Fire and Emergency Services												
Operations												
ES-24-001 Rescue Tools 261 Replacement			-35,000					35,000			35,000	Vehicle & Equip - Tax
ES-24-002 Rescue Tools 281 Replacement			-35,000					35,000			35,000	Vehicle & Equip - Tax
ES-24-003 2024 Hose and Frontline Equipment Replacement			-18,500					18,500			18,500	Vehicle & Equip - Tax
ES-24-005 Thermal Imaging Camera for Aerial	-20,000							20,000			20,000	Fire DC
ES-24-006 2024 Personal Protective Gear Replacement			-35,000					35,000			35,000	Vehicle & Equip - Tax
ES-24-007 2024 Paid On Call Annual Recruitment			-46,500					46,500			46,500	Vehicle & Equip - Tax
ES-24-012 Equipment Retrofit			-250,000					250,000			250,000	Vehicle & Equip - Tax
Total Operations	-20,000		-420,000					440,000			440,000	
Training												
ES-24-008 Fire Extinguisher Trainer			-15,000					15,000			15,000	Vehicle & Equip - Tax
Total Training			-15,000					15,000			15,000	
Emergency Services Fleet												
ES-24-010 Car 4 - 2013 Dodge Ram Replacement			-90,000					90,000			90,000	Vehicle & Equip - Tax
ES-24-011 Car 9 - 2014 Chevrolet Silverado Replacement			-90,000					90,000			90,000	Vehicle & Equip - Tax
Total Emergency Services Fleet			-180,000					180,000			180,000	
Total Fire and Emergency Services	-20,000		-615,000					635,000			635,000	

Capital Budget Summary
2024

	Development Charges	Community Capital Contribution	Reserves	Deferred Revenue	Grants/ Sponsorships	Due From Other Municipalities	Gas Tax	2024 Budget	Previously Approved	Future Years Budget	Total Budget	Funding Source
Development Services												
Strategy and Administration												
DS-24-001 Zoning Bylaw Review	-50,000		-50,000					100,000			100,000	Growth Studies DC, General Capital
DS-24-002 Natural Heritage Evaluation Review and Terms of Reference		-20,000						20,000			20,000	CCC-Envir Enhance't
DS-24-003 Heritage Strategy				-65,000				65,000			65,000	Recovery from Developers
Total Strategy and Administration	-50,000	-20,000	-50,000	-65,000				185,000			185,000	
Bylaw Fleet												
DS-24-004 2017 Truck Replacement (B17-28)			-80,000					80,000			80,000	Vehicle & Equip - Tax
Total Bylaw Fleet			-80,000					80,000			80,000	
Economic Development												
DS-24-005 Lead Generation 2		-40,000						40,000			40,000	CCC-Ec.Dev Initiatives & Servicing
Total Economic Development		-40,000						40,000			40,000	
Total Development Services	-50,000	-60,000	-130,000	-65,000				305,000			305,000	
Parks, Recreation and Culture												
Parks Operations												
CP-24-001 Parks Standards Update	-15,000		-15,000					30,000			30,000	Outdoor Rec DC, Parks
CP-24-002 Sharon Hills Park Tennis Court Reconstruction			-365,000					365,000			365,000	Parks
CP-24-003 Simcoe Trail Construction - Phase 2	-1,100,000							1,100,000			1,100,000	Outdoor Rec DC
CP-24-006 Pavement Resurfacing			-197,000					197,000			197,000	Parks
CP-24-007 Tree Planting Program				-90,000				90,000			90,000	Recovery from Developers
CP-24-008 York Region Tree Canopy Study				-10,000				10,000			10,000	Recovery from Developers
CP-24-009 King Street Park - Playground Replacement			-450,000					450,000			450,000	Parks
Total Parks Operations	-1,115,000		-1,027,000	-100,000				2,242,000			2,242,000	
Recreation and Culture												
CP-24-010 Activenet Training and Membership Development			-20,000					20,000			20,000	Facilities
CP-24-011 Events Strategy			-75,000					75,000			75,000	General Capital
Total Recreation and Culture			-95,000					95,000			95,000	
Facilities												
CP-24-012 Greenhouse Shade Cloth			-38,000					38,000			38,000	Facilities
CP-24-013 Ross Family Complex CCTV Camera Upgrades			-30,000					30,000			30,000	Facilities
CP-24-014 Civic Centre & Temperance Hall Site Improvements			-340,000					340,000			340,000	Facilities
CP-24-015 Mount Albert Lions Community Centre Flat Roof Surrounding HVAC			-20,000					20,000			20,000	Facilities
CP-24-016 Sports Complex LED Lighting			-200,000					200,000			200,000	Facilities
CP-24-017 Ross Family Complex Roof Assessment			-10,000					10,000			10,000	Facilities
Total Facilities			-638,000					638,000			638,000	
Parks Fleet												
CP-24-018 Bannerman Turf Topdresser (P03-499) Replacement			-24,000					24,000			24,000	Vehicle & Equip - Tax
CP-24-019 Turf Overseeder (P95-499) Replacement			-24,000					24,000			24,000	Vehicle & Equip - Tax
CP-24-020 2019 Zero Turn Mower (P19-414) Replacement			-32,000					32,000			32,000	Vehicle & Equip - Tax
CP-24-021 2019 Zero Turn Mower (P19-415) Replacement			-32,000					32,000			32,000	Vehicle & Equip - Tax
CP-24-022 2008 Kubota Tractor Loader (P08-44) Replacement			-230,000					230,000			230,000	Vehicle & Equip - Tax
Total Parks Fleet			-342,000					342,000			342,000	
Total Parks, Recreation and Culture	-1,115,000		-2,102,000	-100,000				3,317,000			3,317,000	

Capital Budget Summary
2024

	Development Charges	Community Capital Contribution	Reserves	Deferred Revenue	Grants/ Sponsorships	Due From Other Municipalities	Gas Tax	2024 Budget	Previously Approved	Future Years Budget	Total Budget	Funding Source
Engineering and Public Works												
Capital Program and Traffic Engineering												
CI-21-008 Bridge Rehabilitations (113 and 114) - Design and Construction			-2,250,000			-2,250,000		4,500,000	4,330,000		8,830,000	Due from Other Municipalities, Roads
CI-22-005 Bridges 108 & 110 - Design Updates			-200,000					200,000	151,000		351,000	Roads
CI-22-008 Downtown Holland Landing - Yonge Street Revitalization			-1,696,418		-3,403,582	-1,000,000		6,100,000	330,000	3,620,000	10,050,000	General Capital, Water Infrastructure, Sewer Infrastructure, Grants, Due from Other Municipalities
CI-22-016 Highway 11/Yonge St - Multi Use Path and Lighting - Construction	-1,200,000		-400,000					1,600,000	315,000	3,100,000	5,015,000	Roads DC, Roads
CI-24-001 CIES Asset Management & Servicing Support			-120,000					120,000			120,000	General Capital
CI-24-002 Stormwater Pond Rehabilitation Program			-150,000					150,000			150,000	Sewer Infrastructure, Roads
CI-24-003 Sign Retroreflectivity & Replacement			-25,000					25,000			25,000	Roads
CI-24-004 Stormwater Management Master Plan	-350,000							350,000			350,000	Roads DC, Sewer DC
CI-24-005 Streetlight Rehabilitation Program			-500,000					500,000			500,000	Roads
CI-24-006 Radar/Driver Feedback Boards			-50,000					50,000			50,000	Roads
CI-24-007 Road Rehabilitation Program			-471,284		-884,756		-793,960	2,150,000			2,150,000	Grants, Roads
CI-24-008 Yonge Street Road Widening & Old Yonge Street Rehabilitation	-125,000		-125,000					250,000			250,000	Roads DC, Roads
CI-24-009 Queensville Sideroad Bridge 109 Design			-400,000					400,000			400,000	Roads
CI-24-010 Queensville Sideroad Bridge 110 - Construction			-750,000					750,000		750,000	1,500,000	Roads
Total Capital Program and Traffic Engineering	-1,675,000		-7,137,702		-4,288,338	-3,250,000	-793,960	17,145,000	5,126,000	7,470,000	29,741,000	
CIES Fleet												
CI-24-011 New Sidewalk Snowplow	-180,000							180,000			180,000	Public Works DC
CI-24-012 2015 Trackless Sidewalk Plow (R15-413) replacement			-180,000					180,000			180,000	Vehicle & Equip - Tax
CI-24-013 2018 CHEV Silverado 1500 4WD Crew (R17-24) Replacement			-95,000					95,000			95,000	Vehicle & Equip - Tax
CI-24-014 2015 Chevrolet Silverado W/T CK25943 (2500HD) (3/4 Ton 4X4 Pickup) (R15-21) Replacement			-90,000					90,000			90,000	Vehicle & Equip - Tax
CI-24-015 2015 Freightliner 108 SD Plow/Dump (R15-06) Replacement			-380,000					380,000			380,000	Vehicle & Equip - Tax
Total CIES Fleet	-180,000		-745,000					925,000			925,000	
Total Engineering and Public Works	-1,855,000		-7,882,702		-4,288,338	-3,250,000	-793,960	18,070,000	5,126,000	7,470,000	30,666,000	
Water and Wastewater												
Water Operations												
WW-24-001 Automated Meter Reading – Data Logger Installation			-425,000					425,000			425,000	Water Infrastructure
WW-24-002 Water System - Network Improvements			-450,000					450,000			450,000	Water Infrastructure
Total Water Operations			-875,000					875,000			875,000	
Wastewater Operations												
WW-24-003 Modernization of Sanitary Pumping Stations			-150,000					150,000			150,000	Sewer Infrastructure
Total Wastewater Operations			-150,000					150,000			150,000	
WWW Fleet												
WW-24-004 2018 CHEV Silverado 1500 4WD Crew (W17-21) Replacement			-80,000					80,000			80,000	Vehicle & Equip - W&S
WW-24-005 Growth Service Vehicle	-85,000							85,000			85,000	Water DC
Total WWW Fleet	-85,000		-80,000					165,000			165,000	
Total Water and Wastewater	-85,000		-1,105,000					1,190,000			1,190,000	
Total Capital Program	**-4,020,000**	**-60,000**	**-13,060,202**	**-165,000**	**-4,288,338**	**-3,250,000**	**-793,960**	**25,637,500**	**5,711,669**	**7,710,000**	**39,059,169**	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LC-24-001 Electoral Review		
Department	Legal and Legislative Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

This project will review the current ward boundaries and assess future needs. The budget was approved subject to further reporting by staff on a work plan project scope.

Project Justification

Ward boundaries are established mainly with a focus on voter parity. With East Gwillimbury's growth since the establishment of wards for the 2018 Municipal Election, the population growth in Wards 1 & 2 may require adjustments to equalize the number of eligible voters in each ward.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LC-24-001 Electoral Review
Department	Legal and Legislative Services
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	60,000	60,000					
	60,000	60,000					
Expenditures Total	**60,000**	**60,000**					
Funding							
Reserve / Reserve Funds							
Election Reserve	60,000	60,000					
	60,000	60,000					
Funding Total	**60,000**	**60,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Legal and Legislative Services	
Branch	Municipal Clerk and Council Support	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2025	
Estimated Completion Month	June	
Project Type	Legislative Requirement	
Strategic Plan Link	Culture of Municipal Excellence	
Approval Status	Approved	
Reserve Funding Source	Election Reserve	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-23-001 Regulatory Asset Management		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

The project will retain the necessary professional services and contract resources to develop and produce the 2024 Asset Management Plan for all Town-owned assets, assessed at the current service level the Town provides.

Delivering this plan and having Council approve it by July 1, 2024, will bring the Town into compliance with 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 in the following sequence:

- Due by July 1, 2024 - Asset Management Plan for all Town owned assets assessed at the current service level provided.
- Due by July 1, 2025 - Asset Management Plan for all Town owned assets assessed at an appropriate service level that the Town proposes to provide (future project).

Having a Council-approved asset management plan is a requirement to sustain the continuance of most federally and provincially provided funding sources such as Gas Tax and grant fund opportunities.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-23-001 Regulatory Asset Management		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Internal Labour Costs Allocation	35,000	35,000						
Contracted Services - Consultants	375,669	225,669	150,000					
Contracted-Special/Capital Consultant	865,000	325,000	300,000	240,000				
	1,275,669	585,669	450,000	240,000				
Expenditures Total	**1,275,669**	**585,669**	**450,000**	**240,000**				
Funding								
Reserve / Reserve Funds								
General Capital Reserve	843,927	363,927	300,000	180,000				
Water Infrastructure Reserve	180,000	75,000	75,000	30,000				
Sewer Infrastructure Reserve	180,000	75,000	75,000	30,000				
Roads Reserve	71,742	71,742						
	1,275,669	585,669	450,000	240,000				
Funding Total	**1,275,669**	**585,669**	**450,000**	**240,000**				

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	Strategy and Administration	
Attributes		
Year Proposed	2023	
Expected Start Month	February	
Estimated Completion Year	2025	
Estimated Completion Month	December	
Project Type	Legislative Requirement	
Strategic Plan Link	Culture of Municipal Excellence	
Approval Status	Approved	
Reserve Funding Source	General Capital, Water Infrastructure, Sewer Infrastructure	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-001 Internal Facility Digital Advertising
Department	Corporate Services
Version	Approved Budget
Year	2024

Description

Project Description

This project proposes upgrading current facility TVs with a new modernized in-house advertising program. Currently, this is done through a third-party program and provides limited control of the functionality and design of the TVs. This project would provide advertising in the following facilities: 2 public-facing screens at the Sports Complex, 1 at the Ross Family Complex, Holland Landing Community Centre, and Civic Centre. There will also be 2 internal TVs, in the Civic Centre and Operations Centre lunchrooms. These funds will support the installation of a back-end system to each TV, add or replace TVs, where required, to support the new technology.

Project Justification

The Town has limited options to advertise Town content inside our facilities. Most of our advertising uses external facing tools. This is an opportunity to capture the audiences in our facilities using modern tools that staff have complete control over. It also eliminates the need for paper posters and decreases staff time to post posters.
The internal TVs would be a new and enhanced internal communications tool to highlight staff events, job postings, staff news etc.

There is the potential for future sponsorship opportunities and advertising, however, at this time it will be using Town messaging only.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-001 Internal Facility Digital Advertising		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Contracted - Software Licences &	1,500	1,500					
	1,500	1,500					
Materials							
Purchase - Office Furniture &	25,000	25,000					
	25,000	25,000					
Expenditures Total	**26,500**	**26,500**					
Funding							
Reserve / Reserve Funds							
Facility Reserve	13,250	13,250					
Information Technology Reserve	13,250	13,250					
	26,500	26,500					
Funding Total	**26,500**	**26,500**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	Communications	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Service Level increase / change	
Strategic Plan Link	Culture of Municipal Excellence	
Approval Status	Approved	
Reserve Funding Source	Information Technology, Facilities	

Operating Impact

	Total	2024	2025	2026	2027	2028	2029	2030
Contracted - Software Licences & Maint	1,500		1,500					
Total	**1,500**		**1,500**					

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-003 Annual Hardware Replacement Program		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

To replace computer hardware that is over 4 years old including laptops, monitors, printers, and all related peripherals.

Project Justification

The replacement of aging hardware is to ensure the Town has modern, reliable, and secure computer hardware technology.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project CS-24-003 Annual Hardware Replacement Program

Department Corporate Services

Version Approved Budget **Year** 2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Equipment / Vehicle								
Purchase - Computer Hardware	60,000		60,000					
	60,000		60,000					
Expenditures Total	**60,000**		**60,000**					
Funding								
Reserve / Reserve Funds								
Information Technology Reserve	60,000		60,000					
	60,000		60,000					
Funding Total	**60,000**		**60,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	IT Services	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	November	
Project Type	Annual Program	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Information Technology	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-004 Voice Communication Strategy		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Traditionally the Town employed legacy phone system technologies (desktop phones, phone switches, call centres) that have provided quality phone and call-centre services, but have lacked monitoring and reporting characteristics, present with newer technologies. As the Town modernizes services, new communication requirements will surface (e.g. chat, social media). This initiative will update voice communications requirements to ensure they align with current communication protocols.

Project Justification

Current voice solutions (hardware & software) are nearing end of life and before we invest in similar technology, we want to ensure they are able to satisfy current and future voice communication requirements across for all departments.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-004 Voice Communication Strategy		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	15,000		15,000					
	15,000		15,000					
Expenditures Total	**15,000**		**15,000**					
Funding								
Reserve / Reserve Funds								
Information Technology Reserve	15,000		15,000					
	15,000		15,000					
Funding Total	**15,000**		**15,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	IT Services	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Information Technology	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-005 Microsoft Windows Server Replacement
Department	Corporate Services
Version	Approved Budget
Year	2024

Description

Project Description

The Microsoft Windows Server Replacement program will stagger the replacement of existing physical servers on a 5-year cycle. Currently the Town has 6 physical servers in operation. Each server will cost approximately $22,500 with the request to replace 2 servers in 2024. The procurement of two high powered servers will allow us to decommission 3 physical smaller legacy servers that are nearing end of life. The plan is to have only 3 powerful servers in place in 2025 to manage all our computing requirements. This will require us to decommission the last 2 legacy servers in 2025.

Project Justification

To ensure reliable and secure server cluster infrastructure to support windows virtual server applications used throughout the corporation. By replacing server infrastructure on a rotational basis, the equipment will be reliable, secure, and costs will be spread evenly over the length of the program.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-005 Microsoft Windows Server Replacement		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Computer Hardware	46,000	46,000					
	46,000	46,000					
Expenditures Total	**46,000**	**46,000**					
Funding							
Reserve / Reserve Funds							
Information Technology Reserve	46,000	46,000					
	46,000	46,000					
Funding Total	**46,000**	**46,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	IT Services	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	March	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Information Technology	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-006 Network Infrastructure Replacement		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

The Network Infrastructure Replacement program will replace existing Town Wi-Fi access points, routers, and switches which are no longer supported by the manufacturer. The replacement cycle is every 8 years for network components.

Project Justification

By replacing infrastructure on a rotational basis, the equipment will be reliable, secure, and costs will be spread evenly over the length of the program.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-006 Network Infrastructure Replacement
Department	Corporate Services
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Computer Hardware	20,000	20,000					
	20,000	20,000					
Expenditures Total	**20,000**	**20,000**					
Funding							
Reserve / Reserve Funds							
Information Technology Reserve	20,000	20,000					
	20,000	20,000					
Funding Total	**20,000**	**20,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	IT Services	
Attributes		
Year Proposed	2024	
Expected Start Month	July	
Estimated Completion Year	2024	
Estimated Completion Month	November	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Information Technology	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-007 Audio Video Automation Upgrades
Department	Corporate Services
Version	Approved Budget
Year	2024

Description

Project Description

Provision for audio video upgrade and equipment, including installation and automation components. Installation of control panels, controllers, matrices, HDMI TVs, and projectors within Town meeting rooms to support Microsoft Teams virtual meetings.

Project Justification

Meeting rooms include the following:

- Civic Centre - Mount Albert Room, Holland Landing Room, and the Council Board Room
- Sports Complex - Canada Hall Room A and B, and the Ontario Loft
- Operations Centre – EOC Breakout and Training Room, Meeting Room, Roads Staging Room, and the Water Staging Room
- Mount Albert Lions Hall and Community Centre

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-007 Audio Video Automation Upgrades		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
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	2024	
Expected Start Month	June	
Estimated Completion Year	2024	
Estimated Completion Month	November	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Information Technology	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-009 Call Centre Replacement		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

The NEC voice mail, phone system, call centre, and reporting servers are all components of the voice communication system. The call centre will reach its end of life as of late 2024 and should be replaced. The replacement cycle for voice communication components is approximately 8 years. These project costs will be shared with the HALP, Library services, and Town services.

Project Justification

The replacement of the call centre will provide the Town with updated technology with the ability to connect in a hybrid environment, produces advanced reporting, provides residents with more ways to communicate (live chats etc.) and many other advanced features.

This upgrade will also prepare for the integration of the HALP telecommunications implementation. This includes the ability to setup a contact centre to integrate the East Gwillimbury Public Library systems with the Town providing seamless voice communications.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-009 Call Centre Replacement		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Computer Hardware	30,000	30,000					
	30,000	30,000					
Expenditures Total	**30,000**	**30,000**					
Funding							
Reserve / Reserve Funds							
Information Technology Reserve	30,000	30,000					
	30,000	30,000					
Funding Total	**30,000**	**30,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	IT Services	
Attributes		
Year Proposed	2024	
Expected Start Month	July	
Estimated Completion Year	2024	
Estimated Completion Month	November	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Information Technology	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-010 Municipal Modernization Program		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

To effectively and efficiently exceed the needs of our residents and business community, we continue to promote this multi-year initiative. This program entails investing in specialty resources and cutting-edge technologies. These investments were initially started in 2021 and will continue to drive the modernization and transformation of our town services. By embracing these advancements, we aim to better meet the evolving needs of our community.

Project Justification

Investments made in previous years have laid the foundation for technological advancements that empower staff to provide innovative digital services and streamline internal processes.

The 2024 program, like the previous year's program, needs funding to hire contracted professionals who specialize in digital solutions. These professionals will enhance the capabilities of our permanent staff. The 2024 program objectives include: implementing of an Open Data portal, increasing the utilization of town geospatial information in the delivery of services, expanding the Customer Relationship Management (CRM) solution to cover more service types, reports, and automation, and improving our business practices through the expanded use of digital forms, process automation, and data analytics.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-010 Municipal Modernization Program
Department	Corporate Services
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	275,000	275,000					
	275,000	275,000					
Expenditures Total	**275,000**	**275,000**					
Funding							
Reserve / Reserve Funds							
Information Technology Reserve	275,000	275,000					
	275,000	275,000					
Funding Total	**275,000**	**275,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	IT Services	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Annual Program	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Information Technology	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-011 Future Staffing Needs Study		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

This request is to engage an external consultant who will analyze the current workforce complement, and assess the future people needs of the organization. The individual will collect/gather and analyze human resources growth of comparator municipalities and recommend an organizational structure that will enable the organization to effectively deliver services over the next 3-5 years.

Project Justification

As East Gwillimbury continues to grow at a rapid pace, it is critical to plan for the people needs for the organization so that the organization can continue to meet the diverse needs of the community.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-011 Future Staffing Needs Study		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	60,000		60,000					
	60,000		60,000					
Expenditures Total	**60,000**		**60,000**					
Funding								
Reserve / Reserve Funds								
Working Capital Reserve	60,000		60,000					
	60,000		60,000					
Funding Total	**60,000**		**60,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	People and Belonging	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	November	
Project Type	Growth	
Strategic Plan Link	Culture of Municipal Excellence	
Approval Status	Approved	
Reserve Funding Source	Working Capital	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-012 HR Policy Review		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

In 2023, the Division created an inventory of these policies and initiated a policy review. The focus of the review was on non-Health and Safety policies which apply to all staff. Depending on the type of policy and potential legal impact, some of the policies were shared with external legal counsel for input. 10 policies were selected for external legal review, 5 were to be completed in 2023, leaving 5 remaining to be completed in 2024. 2023 operating dollars were used for the external legal review; however, given other requirements for those funds, that funding source is not sustainable in 2024. This capital budget request will allow for the project to be completed in 2024.

Project Justification

The People and Belonging Division oversees 65 policies ranging from Accessibility to Years of Service. In addition, there are 64 Health and Safety policies and/or operating procedures such as Kitchen Safety and First Aid.

It is critical for East Gwillimbury to have up-to-date policies for staff. By utilizing external legal counsel, the policies will be updated and vetted to ensure they are legally compliant.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-012 HR Policy Review
Department	Corporate Services
Version	Approved Budget
Year	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	15,000		15,000					
	15,000		15,000					
Expenditures Total	**15,000**		**15,000**					
Funding								
Reserve / Reserve Funds								
Working Capital Reserve	15,000		15,000					
	15,000		15,000					
Funding Total	**15,000**		**15,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	People and Belonging	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Annual Program	
Strategic Plan Link	Culture of Municipal Excellence	
Approval Status	Approved	
Reserve Funding Source	Working Capital	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-013 Succession Plan Framework		
Department	Corporate Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

This request is to engage an external consultant who will design a succession planning framework. This will provide for a specific methodology for the organization to use in developing succession plans for all key positions. It will support a transparent approach for how individuals will be identified to potentially move into higher level roles.

People and Belonging Staff will be trained in the methodology so that the approach can be applied organization wide. This approach also allows for new skills that EG staff will adopt so that future use of consultants for this purpose will not be necessary.

Project Justification

This approach aligns with the “Your Career” component of the EG-You Belong Employee Experience Strategy.
It will provide a transparent and consistent approach for identifying staff who have leadership potential, for more senior positions.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CS-24-013 Succession Plan Framework
Department	Corporate Services
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	25,000	25,000					
	25,000	25,000					
Expenditures Total	**25,000**	**25,000**					
Funding							
Reserve / Reserve Funds							
Working Capital Reserve	25,000	25,000					
	25,000	25,000					
Funding Total	**25,000**	**25,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Corporate Services	
Branch	People and Belonging	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Annual Program	
Strategic Plan Link	Culture of Municipal Excellence	
Approval Status	Approved	
Reserve Funding Source	Working Capital	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-001 Library Materials Capital Replacement		
Department	Library		
Version	Approved Budget	**Year**	2024

Description

Project Description

The materials budget is used to replace older collection materials and to ensure that the total inventory is current and available to the community.

The 2024 library materials budget amounts to $104,500 to maintain the Library's current collection.

Project Justification

The materials budget is used to replace older collection materials and to ensure that the total inventory is current and available to the community. The 5% increase to the budget factors in rising vendor costs, population increase, and the fact that the Library recorded its highest circulation of materials in 2022. We are seeing high interest in borrowing, resulting in higher hold ratios and more wear and tear.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-001 Library Materials Capital Replacement
Department	Library
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Other							
Community Grants	104,500	104,500					
	104,500	104,500					
Expenditures Total	**104,500**	**104,500**					
Funding							
Reserve / Reserve Funds							
Library Reserve	104,500	104,500					
	104,500	104,500					
Funding Total	**104,500**	**104,500**					

Attributes

Attribute	Value	Comment
Organization		
Department	Library	
Branch	Library Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Annual Program	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Library	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-002 Library Materials - Growth		
Department	Library		
Version	Approved Budget	**Year**	2024

Description

Project Description

This capital project will fund the new collection at the HALP, including print, A/V, kits, circulating tech, multilingual, special items, and processing of the new material. It also incorporates $5,000 for library materials related to growth at the Holland Landing and Mount Albert branches.

Project Justification

This budget is used to purchase additional library materials to keep up with growth-related demand for library resources. In 2024, the Library will begin selecting and purchasing items for the new branch so that we have a fully stocked library upon opening in early 2025.

Library material use is increasing due to population growth, with the high demand on digital resources. The increase in library materials overall due to growth comes from Development Charges.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-002 Library Materials - Growth
Department	Library
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Other							
Community Grants	730,000	730,000					
	730,000	730,000					
Expenditures Total	**730,000**	**730,000**					
Funding							
Development Charges							
Library Services DC	730,000	730,000					
	730,000	730,000					
Funding Total	**730,000**	**730,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Library	
Branch	Library Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2025	
Estimated Completion Month	January	
Project Type	Growth	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	Library DC	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-003 Public Workstations Revitalization		
Department	Library		
Version	Approved Budget	**Year**	2024

Description

Project Description

The Library is seeking to update its public internet computers with new Windows 11 desktops. This project would cover the purchasing costs for desktop computers, and one year of software support. The update would lower operating costs for users using this new model.

Project Justification

This project will modernize the customer experience in the branch and provide more seamless wireless printing opportunities for the public.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-003 Public Workstations Revitalization
Department	Library
Version	Approved Budget
Year	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Equipment / Vehicle								
Purchase - Computer Hardware	16,000		16,000					
	16,000		16,000					
Expenditures Total	**16,000**		**16,000**					
Funding								
Reserve / Reserve Funds								
Library Reserve	16,000		16,000					
	16,000		16,000					
Funding Total	**16,000**		**16,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Library	
Branch	Library Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	May	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Library	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-004 RFID Queensville		
Department	Library		
Version	Approved Budget	**Year**	2024

Description

Project Description

Procurement and implementation of RFID equipment in the HALP, including accessible self-checkout stations, and RFID pads for circulation and backroom.

Project Justification

In order to match the service levels at Holland Landing and Mount Albert Branches, the library will be procuring RFID equipment at its new Queensville Branch within the HALP. This will allow for fast, effective library service that meets the modern standards of the community.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-004 RFID Queensville
Department	Library
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	50,000	50,000					
	50,000	50,000					
Expenditures Total	**50,000**	**50,000**					
Funding							
Development Charges							
Library Services DC	50,000	50,000					
	50,000	50,000					
Funding Total	**50,000**	**50,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Library	
Branch	Library Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	August	
Estimated Completion Year	2025	
Estimated Completion Month	January	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Library DC	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-005 Queensville Makerspace
Department	Library
Version	Approved Budget
Year	2024

Description

Project Description

Development of a new makerspace within the HALP. The creative space will include 3D printers, laser cutters, sound recording equipment and other equipment used for the development of technology skills and prototype products.

Project Justification

Makerspaces can be found in many modern libraries as a place for the community to develop digital literacy skills, technology skills and test new ideas. Easy access to these commercial grade services will increase the community capacity for innovation and allow for residents to gain skills that are sought after by many employers.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-005 Queensville Makerspace		
Department	Library		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	50,000	50,000					
	50,000	50,000					
Expenditures Total	**50,000**	**50,000**					
Funding							
Development Charges							
Library Services DC	50,000	50,000					
	50,000	50,000					
Funding Total	**50,000**	**50,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Library	
Branch	Library Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	August	
Estimated Completion Year	2025	
Estimated Completion Month	January	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Library DC	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-006 Queensville Branch IT
Department	Library
Version	Approved Budget
Year	2024

Description

Project Description

Procurement and implementation of IT hardware for the HALP. This will include staff and public equipment, network equipment, and workstations.

Project Justification

The HALP will require access to IT hardware to match the expectations of service from our community.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-006 Queensville Branch IT		
Department	Library		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Computer Hardware	65,000	65,000					
	65,000	65,000					
Expenditures Total	**65,000**	**65,000**					
Funding							
Development Charges							
Library Services DC	65,000	65,000					
	65,000	65,000					
Funding Total	**65,000**	**65,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Library	
Branch	Library Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2025	
Estimated Completion Month	January	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Library DC	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-007 IT Replacement (Staff and Public)		
Department	Library		
Version	Approved Budget	**Year**	2024

Description

Project Description

Scheduled replacement of end-of-life staff IT equipment.

Project Justification

The Library is seeking to replace older hardware according to its IT Inventory Replacement schedule. This particular replacement year covers laptops and tablets used in public tech demonstrations, as well as front line desktop computers. Maintaining up to date equipment ensures quality service can be offered at our front desks, and in library digital literacy initiatives.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	LI-24-007 IT Replacement (Staff and Public)		
Department	Library		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Computer Hardware	12,500	12,500					
	12,500	12,500					
Expenditures Total	**12,500**	**12,500**					
Funding							
Reserve / Reserve Funds							
Library Reserve	12,500	12,500					
	12,500	12,500					
Funding Total	**12,500**	**12,500**					

Attributes

Attribute	Value	Comment
Organization		
Department	Library	
Branch	Library Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Library	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-001 Rescue Tools 261 Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of hydraulic rescue tools.

Project Justification

Useful life cycle replacement schedule.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-001 Rescue Tools 261 Replacement
Department	Fire and Emergency Services
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	35,000	35,000					
	35,000	35,000					
Expenditures Total	**35,000**	**35,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	35,000	35,000					
	35,000	35,000					
Funding Total	**35,000**	**35,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-002 Rescue Tools 281 Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of hydraulic rescue tools.

Project Justification

Replacement of hydraulic tools based on useful life cycle.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-002 Rescue Tools 281 Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	35,000	35,000					
	35,000	35,000					
Expenditures Total	**35,000**	**35,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	35,000	35,000					
	35,000	35,000					
Funding Total	**35,000**	**35,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-003 2024 Hose and Frontline Equipment Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

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-24-003 2024 Hose and Frontline Equipment Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
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							
Vehicle & Equip't Res -Tax Lev	18,500	18,500					
	18,500	18,500					
Funding Total	**18,500**	**18,500**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	July	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-005 Thermal Imaging Camera for Aerial		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Supply a Thermal Imaging Camera (TIC) and charging unit for A246 (Aerial).

Project Justification

Due to a change in response protocol the aerial is now responding to calls for service prior to E241 (pumper) which is where the TIC camera is housed. Obtaining a second TIC will avoid the need to transfer the TIC between apparatus.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-005 Thermal Imaging Camera for Aerial		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Small Equipment and Tools	20,000	20,000					
	20,000	20,000					
Expenditures Total	**20,000**	**20,000**					
Funding							
Development Charges							
Emergency Services DC	20,000	20,000					
	20,000	20,000					
Funding Total	**20,000**	**20,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Fire DC	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-006 2024 Personal Protective Gear Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

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 of 2021 to 2026 there is an increase in the yearly capital request as large amount of gear were purchased and replaced when the Mount Albert station burned, therefore there is a significant purchase of replacement gear required.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-006 2024 Personal Protective Gear Replacement
Department	Fire and Emergency Services
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	35,000	35,000					
	35,000	35,000					
Expenditures Total	**35,000**	**35,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	35,000	35,000					
	35,000	35,000					
Funding Total	**35,000**	**35,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Annual Program	
Strategic Plan Link	Culture of Municipal Excellence	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-007 2024 Paid On Call Annual Recruitment		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

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 and resources required for each annual recruitment.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-007 2024 Paid On Call Annual Recruitment		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	31,500	31,500					
	31,500	31,500					
Professional Fees							
Contracted Services - Consultants	15,000	15,000					
	15,000	15,000					
Expenditures Total	**46,500**	**46,500**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	46,500	46,500					
	46,500	46,500					
Funding Total	**46,500**	**46,500**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	May	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Service Level increase / change	
Strategic Plan Link	Culture of Municipal Excellence	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-012 Equipment Retrofit		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Upgrade of existing harnesses on self contained breathing apparatus (SCBA) with improved modern material and technology.

Project Justification

This project will extend the life of existing equipment, with improved comfort and ability to adjust to different body types. Natural articulation promotes greater range of motion to users. The new harnesses are easily removable for proper cleaning and decontamination from product of combustion. This works to promote health, safety, and wellness of fire fighters.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-012 Equipment Retrofit		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	250,000	250,000					
	250,000	250,000					
Expenditures Total	**250,000**	**250,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	250,000	250,000					
	250,000	250,000					
Funding Total	**250,000**	**250,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	April	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-008 Fire Extinguisher Trainer
Department	Fire and Emergency Services
Version	Approved Budget
Year	2024

Description

Project Description

Replacement of Fire Extinguisher simulator.

Project Justification

The current unit, used for extinguisher training for stakeholders, residents, and businesses, has reached the end of its useful life cycle, and the cost to repair it is substantial. Furthermore, it comes with a limited warranty and is no longer considered reliable.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-008 Fire Extinguisher Trainer		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Small Equipment and Tools	15,000	15,000					
	15,000	15,000					
Expenditures Total	**15,000**	**15,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	15,000	15,000					
	15,000	15,000					
Funding Total	**15,000**	**15,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Training	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-010 Car 4 - 2013 Dodge Ram Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Regular replacement cycle of fleet vehicle.

Project Justification

Replacement based on useful life cycle.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-010 Car 4 - 2013 Dodge Ram Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
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							
Vehicle & Equip't Res -Tax Lev	90,000	90,000					
	90,000	90,000					
Funding Total	**90,000**	**90,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Emergency Services Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-011 Car 9 - 2014 Chevrolet Silverado Replacement		
Department	Fire and Emergency Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of Chevrolet pick-up.

Project Justification

Fleet vehicle replaced based on useful life cycle.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	ES-24-011 Car 9 - 2014 Chevrolet Silverado Replacement
Department	Fire and Emergency Services
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
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							
Vehicle & Equip't Res -Tax Lev	90,000	90,000					
	90,000	90,000					
Funding Total	**90,000**	**90,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Fire and Emergency Services	
Branch	Emergency Services Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-001 Zoning Bylaw Review		
Department	Development Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

A Town-wide comprehensive review of the Zoning Bylaw and existing zoning framework.

Project Justification

In order to implement the Town's new Official Plan, anticipated to be adopted in 2023. The Planning Act requires a Zoning Bylaw review within 3 years of an Official Plan adoption.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-001 Zoning Bylaw Review		
Department	Development Services		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Materials								
Supplies - Materials	10,000		10,000					
	10,000		10,000					
Professional Fees								
Contracted Services - Consultants	80,000		80,000					
	80,000		80,000					
Contingency								
Contingencies	10,000		10,000					
	10,000		10,000					
Expenditures Total	**100,000**		**100,000**					
Funding								
Development Charges								
Growth Studies DC	50,000		50,000					
	50,000		50,000					
Reserve / Reserve Funds								
General Capital Reserve	50,000		50,000					
	50,000		50,000					
Funding Total	**100,000**		**100,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Development Services	
Branch	Strategy and Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	July	
Project Type	Legislative Requirement	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	Growth Studies DC, General Capital	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-002 Natural Heritage Evaluation Review and Terms of Reference		
Department	Development Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Retain an ecologist to conduct peer reviews for natural heritage reviews associated with development applications.

Project Justification

Recent changes to provincial legislation have removed the ability for Conservation Authority's to conduct natural heritage reviews for development applications on behalf of municipalities. Since the Town does not have an ecologist on staff, we must retain external consultants to peer review submitted natural heritage evaluations. While the peer review work would be cost recovered through the applicants, we would be responsible for paying the costs associated with preparing a terms of reference for natural heritage reviews.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-002 Natural Heritage Evaluation Review and Terms of Reference		
Department	Development Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	20,000	20,000					
	20,000	20,000					
Expenditures Total	**20,000**	**20,000**					
Funding							
Community Contribution							
Environmental CCC	20,000	20,000					
	20,000	20,000					
Funding Total	**20,000**	**20,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Development Services	
Branch	Strategy and Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	April	
Project Type	Legislative Requirement	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	CCC-Envir Enhance't	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-003 Heritage Strategy
Department	Development Services
Version	Approved Budget
Year	2024

Description

Project Description

Retain a consultant to lead the development of a comprehensive Municipal Heritage Strategy.

Project Justification

To date there have been various, disparate initiatives undertaken to advance heritage preservation, but EG does not have a cohesive, comprehensive strategy that specifically identifies heritage goals and objectives for the Town as a whole. The strategy development would directly engage Council to identify long-term goals and specific priorities. The project scope would comprise, refinement of the existing Heritage Registry, recommendations for strategic heritage investments, recommendations for heritage-related programming, and recommendations related to resourcing.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-003 Heritage Strategy		
Department	Development Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	65,000	65,000					
	65,000	65,000					
Expenditures Total	**65,000**	**65,000**					
Funding							
Developer Contribution							
Revenue/Recovery from Developers	65,000	65,000					
	65,000	65,000					
Funding Total	**65,000**	**65,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Development Services	
Branch	Strategy and Administration	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	April	
Project Type	Service Level increase / change	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	Recovery from Developers	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-004 2017 Truck Replacement (B17-28)		
Department	Development Services		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of the existing 2017 pick-up truck, previously used and branded for the "Fire Department". This truck has been redeployed and is fully utilized by By-law Services.

Project Justification

This pick-up truck is at its scheduled replacement. This is one of two trucks within By-law services and is exhibiting significant corrosion and wear and tear impacting its reliability. This vehicle has 115,000 km and 3,500 engine hours reflective of the type of use within By-law. The vehicle has undergone a mechanical fitness assessment confirming its recommended replacement.

If available in the marketplace, this application is well suited for an electric vehicle.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-004 2017 Truck Replacement (B17-28)		
Department	Development Services		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
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 Lev	80,000	80,000					
	80,000	80,000					
Funding Total	**80,000**	**80,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Development Services	
Branch	Bylaw Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	September	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	DS-24-005 Lead Generation 2		
Department	Development Services		
Version	Approved Budget	**Year**	2024

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	DS-24-005 Lead Generation 2
Department	Development Services
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	40,000	40,000					
	40,000	40,000					
Expenditures Total	**40,000**	**40,000**					
Funding							
Community Contribution							
Ec Dev Servicing Initiatives CCC	40,000	40,000					
	40,000	40,000					
Funding Total	**40,000**	**40,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Development Services	
Branch	Economic Development	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Annual Program	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	CCC-Ec.Dev Initiatives & Servicing	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-001 Parks Standards Update		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Update of Parkland Development standards including construction details for all parks amenities.

Project Justification

Departmental Standards Update (10 Year Cycle).

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-001 Parks Standards Update		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	30,000		30,000					
	30,000		30,000					
Expenditures Total	**30,000**		**30,000**					
Funding								
Development Charges								
Outdoor Recreation DC	15,000		15,000					
	15,000		15,000					
Reserve / Reserve Funds								
Parks Reserve	15,000		15,000					
	15,000		15,000					
Funding Total	**30,000**		**30,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	October	
Project Type	Legislative Requirement	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	Outdoor Rec DC, Parks	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-002 Sharon Hills Park Tennis Court Reconstruction
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Description

Project Description

Reconstruction of 2 existing tennis courts at Sharon Hills Park.

Project Justification

This project reconstructs 2 tennis court surfaces and includes demolition work, installation of new fence posts, fence mesh, player access gates, wind screens, tennis nets with posts, asphalt and plexipave surface. This project aims to rectify the excessively sloped playing surface that was initially installed by the developer more than 25 years ago. The surface has pitted over the years and settlement of net posts have cracked the asphalt surface. The courts do not pose a safety risk, however, tennis players have complained about the quality of surface for play.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-002 Sharon Hills Park Tennis Court Reconstruction
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Construction								
Contracted Services - Construction	337,900		337,900					
	337,900		337,900					
Contingency								
Contingencies	27,100		27,100					
	27,100		27,100					
Expenditures Total	**365,000**		**365,000**					
Funding								
Reserve / Reserve Funds								
Parks Reserve	365,000		365,000					
	365,000		365,000					
Funding Total	**365,000**		**365,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	August	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Parks	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-003 Simcoe Trail Construction - Phase 2		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

This project constructs 290 linear meters of trail that links an existing pedestrian bridge at Stonehill Boulevard to Oakridge Court. This section of trail is proposed as a 2.4m wide wooden boardwalk with structural footings that traverses wetland and is a requirement of the Lake Simcoe Region Conservation Authority (LSRCA).

Project Justification

As part of Council Report CPRC2023-14, Staff recommend implementing a Phase 2 Capital Project that supports the LSRCA requirement to build a structural boardwalk. This project was identified in the Town's ATTMP.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-003 Simcoe Trail Construction - Phase 2		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Construction								
Contracted Services - Construction	1,000,000		1,000,000					
	1,000,000		1,000,000					
Contingency								
Contingencies	100,000		100,000					
	100,000		100,000					
Expenditures Total	**1,100,000**		**1,100,000**					
Funding								
Development Charges								
Outdoor Recreation DC	1,100,000		1,100,000					
	1,100,000		1,100,000					
Funding Total	**1,100,000**		**1,100,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2025	
Estimated Completion Month	June	
Project Type	Growth	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Outdoor Rec DC	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-006 Pavement Resurfacing		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Pavement resurfacing:

- Nokiidaa Trail - Newmarket/EG border to Green Lane parking lot
- Milne Park - All pedestrian walkways

Project Justification

This project includes the removal of existing asphalt surface and granular base off-site. Reconstruction of base aggregate and asphalt or concrete surface where required.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project CP-24-006 Pavement Resurfacing

Department Parks, Recreation and Culture

Version Approved Budget **Year** 2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	197,000	197,000					
	197,000	197,000					
Expenditures Total	**197,000**	**197,000**					
Funding							
Reserve / Reserve Funds							
Parks Reserve	197,000	197,000					
	197,000	197,000					
Funding Total	**197,000**	**197,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	September	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Parks	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-007 Tree Planting Program
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Description

Project Description

Tree planting program to increase urban tree canopy.

Project Justification

Beginning in 2024, the Parks Branch will be implementing an annual tree planting program to increase urban tree canopy. This program supports York Region's 2022 Greening Strategy and will move East Gwillimbury closer to tree canopy targets identified.

Funding for this program will come from the Town's Tree Compensation reserve which is collected from specific developments that require financial compensation for tree removal.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-007 Tree Planting Program		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	90,000	90,000					
	90,000	90,000					
Expenditures Total	**90,000**	**90,000**					
Funding							
Developer Contribution							
Revenue/Recovery from Developers	90,000	90,000					
	90,000	90,000					
Funding Total	**90,000**	**90,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	April	
Estimated Completion Year	2024	
Estimated Completion Month	November	
Project Type	Annual Program	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	Recovery from Developers	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-008 York Region Tree Canopy Study
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Description

Project Description

York Region & LSRCA Forest Study - Town of East Gwillimbury.

Project Justification

The proposed financial contribution will provide East Gwillimbury with detailed metrics and data related to tree canopy size, tree health, species diversity, and an overall understanding of how the Town is progressing with York Region Greening targets.

All lower tier municipalities within York Region have been requested to contribute $10,000 to the study. The study will be fully completed by York Region and LSRCA through an external consultant. The Town shall contribute up to a maximum of $10,000 to the Authority during the term of this agreement. The contribution excludes HST, which shall be paid by the Town.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-008 York Region Tree Canopy Study
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	10,000	10,000					
	10,000	10,000					
Expenditures Total	**10,000**	**10,000**					
Funding							
Developer Contribution							
Revenue/Recovery from Developers	10,000	10,000					
	10,000	10,000					
Funding Total	**10,000**	**10,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	April	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Growth	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	Recovery from Developers	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-009 King Street Park - Playground Replacement
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Description

Project Description

Playground replacement and site improvements:

- Demolition of existing concrete paver walkways and removal of existing play structure
- New concrete playground enclosure with accessible ramp
- Supply and install new playground and wood fibre surface
- Installation of new shade structure
- Asphalt walkways, site furniture and park sign
- Remedy existing poor soils and new tree planting

Project Justification

As part of the Parks Branch asset replacement program, this playground is 20+ years old and obsolete. Over the past several years, this playground has experienced major wear and tear with no replacement parts available because of age. Parks staff have ensured that the existing playground is maintained and meets current safety standards.

Existing poor soil conditions have prevent growth of trees and has to date resulted in minimal shade for park users. Site improvements will include soil planting pits for new tree planting, a new shade structure adjacent to the playground and elimination of deteriorating concrete paver walkways. New asphalt walkways, site furniture and park signs will improve accessibility within the park.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-009 King Street Park - Playground Replacement		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	421,500	421,500					
	421,500	421,500					
Contingency							
Contingencies	28,500	28,500					
	28,500	28,500					
Expenditures Total	**450,000**	**450,000**					
Funding							
Reserve / Reserve Funds							
Parks Reserve	450,000	450,000					
	450,000	450,000					
Funding Total	**450,000**	**450,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	September	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Parks	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-010 Activenet Training and Membership Development		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Activenet Training and Membership Development will give staff the opportunity to offer customers recreation program memberships for drop-in programs. Customers purchasing a membership will receive a card with their name on it which will allow them to scan at the HALP which will then open up the access control door allowing them to participate in our program. The cost for this will include the training, and the development of the module into activenet.

Project Justification

The HALP will have access control doors once it is open, and these memberships will be able to be purchased for monthly/quarterly or yearly passes and provide access to the space that they have booked.

This is also an enhancement to the service as currently our memberships are only 10 or 20 visit passes and are on card stock.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-010 Activenet Training and Membership Development
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	20,000	20,000					
	20,000	20,000					
Expenditures Total	**20,000**	**20,000**					
Funding							
Reserve / Reserve Funds							
Facility Reserve	20,000	20,000					
	20,000	20,000					
Funding Total	**20,000**	**20,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Recreation and Culture	
Attributes		
Year Proposed	2024	
Expected Start Month	September	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Facilities	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-011 Events Strategy		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

An Events Strategy to help guide the municipality to align their events with the 2022 to 2026 Strategic Plan by identifying gaps in current service, opportunities for connection with other departments, Committees of Council, community groups, and existing policies such as the EDI Framework. This proposed project will include: review of growth data and existing events, including demographics, community engagement and cultural events, community outreach/public surveys and recommendations for current and future events.

Project Justification

The Events program portfolio has not had a review in over 10 years. This strategy will allow Council and Staff to engage with the community to see how the needs have changed and what the community is now looking for in terms of engagement and events.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-011 Events Strategy		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	75,000		75,000					
	75,000		75,000					
Expenditures Total	**75,000**		**75,000**					
Funding								
Reserve / Reserve Funds								
General Capital Reserve	75,000		75,000					
	75,000		75,000					
Funding Total	**75,000**		**75,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Recreation and Culture	
Attributes		
Year Proposed	2024	
Expected Start Month	September	
Estimated Completion Year	2025	
Estimated Completion Month	December	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	General Capital	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-012 Greenhouse Shade Cloth		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Supply and install sunshade cloth for greenhouse structure.

Project Justification

Parks Operations staff have now completed a full year of operating the new Greenhouse located at the Operations Center. With plant production, the ability to control sunlight entering a greenhouse can greatly reduce the watering requirements and health of plants from extreme heat.

The request for a mechanically operated shade cloth will assist with controlling the internal environment of the greenhouse to create optimal growing conditions.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-012 Greenhouse Shade Cloth		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Materials							
Supplies - Materials	38,000	38,000					
	38,000	38,000					
Expenditures Total	**38,000**	**38,000**					
Funding							
Reserve / Reserve Funds							
Facility Reserve	38,000	38,000					
	38,000	38,000					
Funding Total	**38,000**	**38,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Facilities	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	July	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Facilities	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-013 Ross Family Complex CCTV Camera Upgrades		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of CCTV security cameras at the Ross Family Complex.

Project Justification

CCTV security camera system at the Ross Family Complex has approached its end of life cycle, and compatibility with new technology is an issue for operations. An upgraded CCTV security system will enable proper risk management through web-based access and connectivity through other facilities that have been upgraded.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-013 Ross Family Complex CCTV Camera Upgrades		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Materials							
Supplies - Materials	25,000	25,000					
	25,000	25,000					
Contingency							
Contingencies	5,000	5,000					
	5,000	5,000					
Expenditures Total	**30,000**	**30,000**					
Funding							
Reserve / Reserve Funds							
Facility Reserve	30,000	30,000					
	30,000	30,000					
Funding Total	**30,000**	**30,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Facilities	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	June	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Facilities	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-014 Civic Centre & Temperance Hall Site Improvements
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Description

Project Description

Replacement and reconstruction of the Temperance Hall and Civic Centre parking lots.

Project Justification

The pavement structure at the Civic Centre and Temperance Hall is dated, showing signs of heaving due to poor base and water penetration. The asphalt is uneven and cracking, potentially causing trip/fall issues.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-014 Civic Centre & Temperance Hall Site Improvements		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Construction								
Contracted Services - Construction	325,000		325,000					
	325,000		325,000					
Professional Fees								
Contracted Services - Consultants	15,000		15,000					
	15,000		15,000					
Expenditures Total	**340,000**		**340,000**					
Funding								
Reserve / Reserve Funds								
Facility Reserve	340,000		340,000					
	340,000		340,000					
Funding Total	**340,000**		**340,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Facilities	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	November	
Project Type	Repair and Replacement	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Facilities	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-015 Mount Albert Lions Community Centre Flat Roof Surrounding HVAC		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Mount Albert Lions Community Centre roof assessment and repairs.

Project Justification

As a preventative maintenance measure, an assessment is required to make any necessary repairs to maintain the function of the facility including proper safe access to HVAC systems on the roof.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-015 Mount Albert Lions Community Centre Flat Roof Surrounding HVAC		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	20,000	20,000					
	20,000	20,000					
Expenditures Total	**20,000**	**20,000**					
Funding							
Reserve / Reserve Funds							
Facility Reserve	20,000	20,000					
	20,000	20,000					
Funding Total	**20,000**	**20,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Facilities	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2024	
Estimated Completion Month	September	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Facilities	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-016 Sports Complex LED Lighting		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of existing lighting to high efficiency LED lighting at the Sports Complex.

Project Justification

Lighting requires replacement and switching to energy efficient LED lighting will enable energy savings in operational costs.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-016 Sports Complex LED Lighting		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	200,000	200,000					
	200,000	200,000					
Expenditures Total	**200,000**	**200,000**					
Funding							
Reserve / Reserve Funds							
Facility Reserve	200,000	200,000					
	200,000	200,000					
Funding Total	**200,000**	**200,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Facilities	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	September	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Facilities	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-017 Ross Family Complex Roof Assessment
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Description

Project Description

Ross Family Complex roof assessment. This budget is for the initial assessment only.

Project Justification

The Ross Family Complex is over 20 years old and requires investigation to determine future replacement needs.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project CP-24-017 Ross Family Complex Roof Assessment

Department Parks, Recreation and Culture

Version Approved Budget **Year** 2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	10,000	10,000					
	10,000	10,000					
Expenditures Total	**10,000**	**10,000**					
Funding							
Reserve / Reserve Funds							
Facility Reserve	10,000	10,000					
	10,000	10,000					
Funding Total	**10,000**	**10,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Facilities	
Attributes		
Year Proposed	2024	
Expected Start Month	May	
Estimated Completion Year	2024	
Estimated Completion Month	September	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Facilities	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-018 Bannerman Turf Topdresser (P03-499) Replacement		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

This trailer mounted over-seeder is used to spread a combination of soil and seed on the surface of turf areas to improve the quality of the soil and grass.

Project Justification

This tractor pulled hydraulic implement was put into service in 2003 and is well beyond it's scheduled lifecycle. As this unit is only used seasonally, it has serviced CPRC well but is experiencing mechanical and corrosion issues.

Replacement at this time is recommended to ensure usability and maximize residual value through auction.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-018 Bannerman Turf Topdresser (P03-499) Replacement
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	24,000	24,000					
	24,000	24,000					
Expenditures Total	**24,000**	**24,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	24,000	24,000					
	24,000	24,000					
Funding Total	**24,000**	**24,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-019 Turf Overseeder (P95-499) Replacement
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Description

Project Description

This trailer mounted over-seeder is used to deposit and spread grass seed into existing turf to improve the turf and maximize seed germination.

Project Justification

This tractor pulled implement was put into service in 1995 and is well beyond it's scheduled lifecycle. As this unit is only used seasonally, it has serviced CPRC well but continued repair and maintenance to extend its use has become cost prohibitive.

Replacement at this time is recommended to ensure usability and maximize residual value through auction.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-019 Turf Overseeder (P95-499) Replacement
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	24,000	24,000					
	24,000	24,000					
Expenditures Total	**24,000**	**24,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	24,000	24,000					
	24,000	24,000					
Funding Total	**24,000**	**24,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-020 2019 Zero Turn Mower (P19-414) Replacement		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of zero turn mower (P19-414).

Project Justification

This small ride on mower is critical to turf maintenance and is deployed daily through the season. Given the expanded park infrastructure, the demands on turf maintenance remain high and this mower is an important component to the ability to perform efficient grass cutting.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-020 2019 Zero Turn Mower (P19-414) Replacement
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	32,000	32,000					
	32,000	32,000					
Expenditures Total	**32,000**	**32,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	32,000	32,000					
	32,000	32,000					
Funding Total	**32,000**	**32,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-021 2019 Zero Turn Mower (P19-415) Replacement
Department	Parks, Recreation and Culture
Version	Approved Budget
Year	2024

Description

Project Description

Replacement of small zero turn ride on mower (P19-415).

Project Justification

This small ride on mower is one of five owned by the Town and is highly used daily through the growing season by a turf crew for ongoing park maintenance. These zero turn mowers allow for efficient grass cutting. Of note, these units also include new wheel and tire design that have eliminated tire punctures and flats. These wheels/tires are removed from old units and re-installed on new zero turns given their longevity and effectiveness.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-021 2019 Zero Turn Mower (P19-415) Replacement		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Equipment / Vehicle								
Purchase - Major Equipment and	32,000		32,000					
	32,000		32,000					
Expenditures Total	**32,000**		**32,000**					
Funding								
Reserve / Reserve Funds								
Vehicle & Equip't Res -Tax Lev	32,000		32,000					
	32,000		32,000					
Funding Total	**32,000**		**32,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-022 2008 Kubota Tractor Loader (P08-44) Replacement		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of an existing tractor with loader attachment that is 4 years beyond its scheduled replacement.

Project Justification

This medium duty tractor is used by CPRC for a wide variety of functions throughout the year from salt loading of trucks in the winter to general material handling and parks maintenance in the summer. Currently this tractor has 2534 engine hours and is in very poor state of mechanical condition. It is recommended that this unit be replaced with a small compact wheel loader to maximize its safe seasonal use.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CP-24-022 2008 Kubota Tractor Loader (P08-44) Replacement		
Department	Parks, Recreation and Culture		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	230,000	230,000					
	230,000	230,000					
Expenditures Total	**230,000**	**230,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	230,000	230,000					
	230,000	230,000					
Funding Total	**230,000**	**230,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Parks, Recreation and Culture	
Branch	Parks Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2025	
Estimated Completion Month	July	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-21-008 Bridge Rehabilitations (113 and 114) - Design and Construction		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

For 2024, this budget is funding the reconstruction costs for Bridge 114, located on East Townline Road approx. 0.8km north of Holborn Road.

Project Justification

Through our Ontario Structure Inspection Manual (OSIM) inspections, our bridge consultant has identified emergency measures for bridges 113 and 114 on East Townline, as well as bridge 113 on East Townline Road, south of Holborn Road and bridge 110 on Queensville Sdrd, east of Highway 48. These emergency measures have been implemented and designs for bridge reconstructions are underway for these 3 bridges. Bridge 113 on East Townline has sufficient approved funds for its reconstruction.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-21-008 Bridge Rehabilitations (113 and 114) - Design and Construction
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Materials								
Supplies - Materials	25,000	25,000						
	25,000	25,000						
Construction								
Contracted Services - Construction	7,800,000	3,300,000	4,500,000					
	7,800,000	3,300,000	4,500,000					
Professional Fees								
Internal Labour Costs Allocation	30,000	30,000						
Contracted Services - Consultants	575,000	575,000						
	605,000	605,000						
Contingency								
Contingencies	400,000	400,000						
	400,000	400,000						
Expenditures Total	**8,830,000**	**4,330,000**	**4,500,000**					
Funding								
Reserve / Reserve Funds								
Roads Reserve	3,864,828	1,614,828	2,250,000					
	3,864,828	1,614,828	2,250,000					
Grant								
Grants - Miscellaneous 1	550,172	550,172						
	550,172	550,172						
Revenue from Other Municipalities								
Rev-Other Municipalities - Uxbridge	4,415,000	2,165,000	2,250,000					
	4,415,000	2,165,000	2,250,000					
Funding Total	**8,830,000**	**4,330,000**	**4,500,000**					

TOWN OF EAST GWILLIMBURY

Capital Projects

Project CI-21-008 Bridge Rehabilitations (113 and 114) - Design and Construction

Department Engineering and Public Works

Version Approved Budget **Year** 2024

Attributes		
Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2021	
Expected Start Month	September	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Due from Other Municipalities, Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-22-005 Bridges 108 & 110 - Design Updates
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

For 2024, this budget includes top up funds to complete the bridge design update of Bridge 108 located on Doane Road, this design was originally completed in 2008.

Bridge 108 is located on Doane Road approximately 285 metres east of Kennedy Road. Bridge 110 on Queensville Sideroad, east of Highway 48 has sufficient approved design update funding in place.

Project Justification

The detailed design of Bridge 108 in 2008 included a reconstruction and is expected to require an update to ensure it meets current industry standards. Both designs will allow the bridges to be shovel-ready.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-22-005 Bridges 108 & 110 - Design Updates
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Internal Labour Costs Allocation	6,000	6,000						
Contracted Services - Consultants	345,000	145,000	200,000					
	351,000	151,000	200,000					
Expenditures Total	**351,000**	**151,000**	**200,000**					
Funding								
Reserve / Reserve Funds								
Roads Reserve	351,000	151,000	200,000					
	351,000	151,000	200,000					
Funding Total	**351,000**	**151,000**	**200,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2022	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-22-008 Downtown Holland Landing - Yonge Street Revitalization
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

This multi-year budget request builds on the detailed design budget and project currently underway. It is for construction costs associated with Holland Landing Revitalization and streetscape enhancements within the Yonge St. corridor including a Multi-Use Path and pedestrian facility improvements from approx. 200m S of Mount Albert Rd. to Doane Rd. including 50m E and W of Yonge St. at Bradford St. and Thompson Dr. Also includes replacement of 900m of thinwall PVC watermain on Yonge St. Of the $9.7M budget, approx. $5.2M is sourced from grants and $1.9M from partnership with York Region.

Project Justification

The Town continues to grow with new and existing residents seeking a variety of services right in their community. In recent years, 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 identified 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.

Replacement of existing thinwall PVC watermain will be carried out in conjunction with the revitalization works to limit construction impacts to residents.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-22-008 Downtown Holland Landing - Yonge Street Revitalization
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Construction								
Contracted Services - Construction	9,720,000	100,000	6,000,000	2,650,000	970,000			
	9,720,000	100,000	6,000,000	2,650,000	970,000			
Professional Fees								
Internal Labour Costs Allocation	30,000	30,000						
Contracted Services - Consultants	300,000	200,000	100,000					
	330,000	230,000	100,000					
Expenditures Total	**10,050,000**	**330,000**	**6,100,000**	**2,650,000**	**970,000**			
Funding								
Development Charges								
Roads DC	165,000	165,000						
	165,000	165,000						
Reserve / Reserve Funds								
Working Capital Reserve	165,000	165,000						
General Capital Reserve	1,920,000		1,000,000	725,000	195,000			
Water Infrastructure Reserve	348,209		348,209					
Sewer Infrastructure Reserve	348,209		348,209					
	2,781,418	165,000	1,696,418	725,000	195,000			
Grant								
Grants - Miscellaneous 1	1,403,582		1,403,582					
Grants - Miscellaneous 2	3,780,000		2,000,000	1,200,000	580,000			
	5,183,582		3,403,582	1,200,000	580,000			
Revenue from Other Municipalities								
Rev-Other Municipalities-Region	1,920,000		1,000,000	725,000	195,000			
	1,920,000		1,000,000	725,000	195,000			
Funding Total	**10,050,000**	**330,000**	**6,100,000**	**2,650,000**	**970,000**			

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-22-008 Downtown Holland Landing - Yonge Street Revitalization
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2022	
Expected Start Month	December	
Estimated Completion Year	2026	
Estimated Completion Month	December	
Project Type	Service Level increase / change	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	General Capital, Water Infrastructure, Sewer Infrastructure, Grants, Due from Other Municipalities	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-22-016 Highway 11/Yonge St - Multi Use Path and Lighting - Construction
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

Multi-year construction along Highway 11 & Yonge Street from 400 meters north of Green Lane to Sherwood Glen/Dogwood Boulevard. The Town's portion of work for 2024 and 2025 includes installation of multi use paths (MUP's), mid-block streetlighting as well as lighting for the MUP. This budget is years 1 and 2 of 3 to reimburse York Region for the construction scope.

Project Justification

This construction work will piggyback on the Region's tender to rehabilitate Highway 11 and Yonge Street from Green Lane to the Bradford boundary. This approach provides favourable pricing due to economies of scale, reduces conflicts within the road allowance as well as coordination efforts through Town staff for this growth-related project.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-22-016 Highway 11/Yonge St - Multi Use Path and Lighting - Construction		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Construction								
Contracted Services - Construction	4,300,000		1,500,000	1,400,000	1,400,000			
	4,300,000		1,500,000	1,400,000	1,400,000			
Professional Fees								
Contracted Services - Consultants	715,000	315,000	100,000	150,000	150,000			
	715,000	315,000	100,000	150,000	150,000			
Expenditures Total	**5,015,000**	**315,000**	**1,600,000**	**1,550,000**	**1,550,000**			
Funding								
Development Charges								
Roads DC	3,840,000	315,000	1,200,000	1,162,500	1,162,500			
	3,840,000	315,000	1,200,000	1,162,500	1,162,500			
Reserve / Reserve Funds								
Roads Reserve	1,175,000		400,000	387,500	387,500			
	1,175,000		400,000	387,500	387,500			
Funding Total	**5,015,000**	**315,000**	**1,600,000**	**1,550,000**	**1,550,000**			

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2022	
Expected Start Month	February	
Estimated Completion Year	2026	
Estimated Completion Month	June	
Project Type	Growth	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Roads DC, Roads	

Operating Impact

	Total	2024	2025	2026	2027	2028	2029	2030
Supplies - Materials	2,400		2,400					
Contracted Services - Construction	9,600		9,600					
Utilities - Hydro	500		500					
Total	**12,500**		**12,500**					

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-001 CIES Asset Management & Servicing Support
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

The project will retain the necessary professional services and contract resources to support CIES in the departmental requirements of the corporate 2024 & 2025 Asset Management Plans and companion Financial Strategy for all Town owned assets.

This project will also assist the Town in developing servicing strategies as necessary to support the Town's key employment lands.

Project Justification

Pursuant to Ontario Regulation 588/17, Asset Management Planning for Municipal Infrastructure, requires the Town to prepare Asset Management Plans in the following sequence:

- Due by July 1, 2024 - Asset Management Plan for all Town owned assets, assessed at the current service level the Town provides
- Due by July 1, 2025 - Asset Management Plan and companion Financial Strategy for all Town owned assets, assessed at an appropriate service level that the Town proposes to provide.

Having a Council approved asset management plan is a requirement to sustain the continuance of most federally and provincially provided funding sources such as Gas Tax and grant fund opportunities.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-001 CIES Asset Management & Servicing Support		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	120,000		120,000					
	120,000		120,000					
Expenditures Total	**120,000**		**120,000**					
Funding								
Reserve / Reserve Funds								
General Capital Reserve	120,000		120,000					
	120,000		120,000					
Funding Total	**120,000**		**120,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2027	
Estimated Completion Month	December	
Project Type	Legislative Requirement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	General Capital	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-002 Stormwater Pond Rehabilitation Program		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

For 2024, scope includes continued monitoring, assessments, updating prioritized maintenance needs and minor operational works to our stormwater infrastructure. These works are being implemented through LSRCA's pilot program with the Town. This work along with results identified in the 2018 Stormwater Pond Assessment, will be used to support the proposed 2024 Stormwater Management Master Plan. Collectively, this project will provide a rehabilitation and retrofit program for our stormwater ponds.

Project Justification

An important component of recent legislative change is the implementation of a comprehensive monitoring and maintenance program for storm ponds. The LSRCA is undertaking their review of the current condition and function of the Town's 58 stormwater facilities, assessing their environmental impacts and establish a monitoring and inspection program utilizing Citywide as the basis of work order management. This project will help ensure that the Town remains compliant with new regulatory responsibilities and increase direct experience and knowledge from the LSRCA who are well versed in stormwater system assessments and monitoring. The performance of this project will be used to plan the annual and ongoing future storm pond maintenance program.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-002 Stormwater Pond Rehabilitation Program		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	150,000		150,000					
	150,000		150,000					
Expenditures Total	**150,000**		**150,000**					
Funding								
Reserve / Reserve Funds								
Sewer Infrastructure Reserve	75,000		75,000					
Roads Reserve	75,000		75,000					
	150,000		150,000					
Funding Total	**150,000**		**150,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2025	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Sewer Infrastructure, Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-003 Sign Retroreflectivity & Replacement		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

Town wide annual inspection of roadside regulatory and warning traffic signs to determine if they meet the retro-reflectivity requirements defined by the Ontario Traffic Manual.

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/contractor.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-003 Sign Retroreflectivity & Replacement		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Materials							
Supplies - Materials	7,000	7,000					
	7,000	7,000					
Professional Fees							
Contracted Services - Consultants	18,000	18,000					
	18,000	18,000					
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	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	June	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Legislative Requirement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-004 Stormwater Management Master Plan
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

The project will update and expand on the existing Stormwater Management Master Plan (SWMMP) with the help of the 2018 Stormwater Ponds Assessment as well as continued monitoring and assessments completed by the LSRCA in 2023. This Master Plan will chart the future development of stormwater systems and stormwater management Town wide, address climate change impacts and recommend environmental measures. The process will follow the Municipal Class Environmental Assessment for infrastructure master planning.

Project Justification

Ensure development occurs in a sustainable fashion, with a focus on preserving the Town's environmental features. The SWMMP will investigate and recommend opportunities in new and existing areas to prevent flooding, reduce phosphorus loading on Lake Simcoe, mitigate erosion and maintain/improve water quality. This master plan process will have extensive consultation and will include recommendations to identify a sustainable stormwater funding source.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-004 Stormwater Management Master Plan		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	350,000		350,000					
	350,000		350,000					
Expenditures Total	**350,000**		**350,000**					
Funding								
Development Charges								
Roads DC	175,000		175,000					
Wastewater Services DC	175,000		175,000					
	350,000		350,000					
Funding Total	**350,000**		**350,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	June	
Estimated Completion Year	2027	
Estimated Completion Month	December	
Project Type	Growth	
Strategic Plan Link	Responsible Growth & Env. Protection	
Approval Status	Approved	
Reserve Funding Source	Roads DC, Sewer DC	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-005 Streetlight Rehabilitation Program
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

In 2023, a detailed inspection and assessment of all Town owned steel streetlight poles was completed to determine the extent of corrosion and/or other damage. From the assessment, a prioritized workplan of poles and remediation strategies is being prepared. This project will be completing streetlight pole rehabilitations and replacements where it is not practical to extend their service life.

Project Justification

Much of the Town's compliment of steel streetlight poles are close to their end of their service life. Approximately 200 steel poles are estimated to have between 3-10 years of remaining service life with approximately 600 steel poles estimated to have between 10-15 years of remaining service life. This rehabilitation workplan will extend the service life of these poles through holding strategies such as protective coatings, wraps and/or cathodic protection.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-005 Streetlight Rehabilitation Program		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Professional Fees								
Contracted Services - Consultants	500,000		500,000					
	500,000		500,000					
Expenditures Total	**500,000**		**500,000**					
Funding								
Reserve / Reserve Funds								
Roads Reserve	500,000		500,000					
	500,000		500,000					
Funding Total	**500,000**		**500,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2026	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-006 Radar/Driver Feedback Boards		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

Budget includes the acquisition of 1 radar camera as well as ongoing repairs, maintenance and upgrades of radar/driver feedback boards.

Project Justification

To meet the demand of our growing communities and maintain levels of service addressing traffic concerns in the Town. This project provides a permanent radar camera, following the pilot on King Street. This initiative is part of an enhancement to our Road Watch program, in conjunction with York Regional Police.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-006 Radar/Driver Feedback Boards		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Materials							
Supplies - Materials	50,000	50,000					
	50,000	50,000					
Expenditures Total	**50,000**	**50,000**					
Funding							
Reserve / Reserve Funds							
Roads Reserve	50,000	50,000					
	50,000	50,000					
Funding Total	**50,000**	**50,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Annual Program	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-007 Road Rehabilitation Program
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

The Road Rehabilitation Program for 2024 includes: full and partial depth asphalt resurfacing for Summerhill Road, portions of Herald Road and Howard Avenue; miscellaneous concrete rehabilitations Town-wide; ongoing pavement management program with York Region, the Towns of Whitchurch-Stouffville, Newmarket and Georgina. The budget includes geotechnical investigations and storm sewer inspection/flushing required to construct the works and to plan the future year's road program, as well as isolated road repairs across the Town.

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.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-007 Road Rehabilitation Program
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Construction								
Contracted Services - Construction	2,050,000		2,050,000					
	2,050,000		2,050,000					
Professional Fees								
Contracted Services - Consultants	100,000		100,000					
	100,000		100,000					
Expenditures Total	**2,150,000**		**2,150,000**					
Funding								
Reserve / Reserve Funds								
Roads Reserve	471,284		471,284					
	471,284		471,284					
Gas Tax								
Grant - Cda Community Building Fund	793,960		793,960					
	793,960		793,960					
Grant								
Grants - Miscellaneous 1	884,756		884,756					
	884,756		884,756					
Funding Total	**2,150,000**		**2,150,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2025	
Estimated Completion Month	December	
Project Type	Annual Program	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Grants, Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-008 Yonge Street Road Widening & Old Yonge Street Rehabilitation
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

Project 1 will fund the Town's proportionate share for York Region's Yonge Street Road Widening/Reconstruction from Green Lane heading south into the Town of Newmarket. The Town's share includes a portion of new sidewalk at the NE corner of Green Lane/Yonge Street.
Project 2 will fund the Town's proportionate share for the Old Yonge Street road rehabilitation.
Both projects will be constructed by the Region.

Project Justification

These regional projects provide the Town with a great benefit to the community. The Yonge Street Road Widening is a multi-million dollar project with a relatively small proportionate share to the Town, solely for upgrades to sidewalk infrastructure where it does not currently exist.
The Old Yonge Street rehabilitation provides an upgraded hot mix asphalt road surface in partnership with the Region of York as part of their repair works relating to the Yonge Street retaining wall project.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-008 Yonge Street Road Widening & Old Yonge Street Rehabilitation
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	250,000	250,000					
	250,000	250,000					
Expenditures Total	**250,000**	**250,000**					
Funding							
Development Charges							
Roads DC	125,000	125,000					
	125,000	125,000					
Reserve / Reserve Funds							
Roads Reserve	125,000	125,000					
	125,000	125,000					
Funding Total	**250,000**	**250,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	October	
Estimated Completion Year	2027	
Estimated Completion Month	March	
Project Type	Repair and Replacement	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Roads DC, Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-009 Queensville Sideroad Bridge 109 Design
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

Scope includes the design for a rehabilitation/reconstruction of Bridge 109 located on Queensville Sideroad, west of McCowan Road.

Project Justification

This bridge will require repairs in the near future, the detailed design process for Bridge 109 will recommend whether a rehabilitation or reconstruction is more suitable. This design will allow the bridge to be shovel-ready and positioned for future grant funding when available.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-009 Queensville Sideroad Bridge 109 Design
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Professional Fees							
Contracted Services - Consultants	400,000	400,000					
	400,000	400,000					
Expenditures Total	**400,000**	**400,000**					
Funding							
Reserve / Reserve Funds							
Roads Reserve	400,000	400,000					
	400,000	400,000					
Funding Total	**400,000**	**400,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	June	
Estimated Completion Year	2026	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-010 Queensville Sideroad Bridge 110 - Construction		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

This budget is funding the reconstruction costs for Bridge 110, located on Queensville Sideroad approx. 0.08km east of Highway 48.

Project Justification

In early 2023, temporary shoring was installed at this bridge as a holding strategy to extend it's service life by approximately 1 year. Through heightened monthly inspections by a professional engineer, there may be an opportunity to further extend the service life of this bridge. The monthly inspection results and recommendations will be used to determine the replacement start date.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-010 Queensville Sideroad Bridge 110 - Construction		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	1,500,000	750,000	750,000				
	1,500,000	750,000	750,000				
Expenditures Total	**1,500,000**	**750,000**	**750,000**				
Funding							
Reserve / Reserve Funds							
Roads Reserve	1,500,000	750,000	750,000				
	1,500,000	750,000	750,000				
Funding Total	**1,500,000**	**750,000**	**750,000**				

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	Capital Program and Traffic Engineering	
Attributes		
Year Proposed	2024	
Expected Start Month	June	
Estimated Completion Year	2026	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Roads	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-011 New Sidewalk Snowplow		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

Growth supported Sidewalk Snowplow and sanding unit to continue to meet Provincial Minimum Maintenance Standards.

Project Justification

The Town has undergone sustained urbanized growth. Since 2018 more than 25 km of sidewalk (equivalent to 1 new route) has been added to the Town's sidewalk network. This unit will support maintenance activities related to Winter clearing of sidewalks to support active transportation.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-011 New Sidewalk Snowplow		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total	LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures								
Equipment / Vehicle								
Purchase - Major Equipment and	180,000		180,000					
	180,000		180,000					
Expenditures Total	**180,000**		**180,000**					
Funding								
Development Charges								
Public Works DC	180,000		180,000					
	180,000		180,000					
Funding Total	**180,000**		**180,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	CIES Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Public Works DC	

Operating Impact

	Total	2024	2025	2026	2027	2028	2029	2030
Supplies - Fuel for Vehicles/Equipment	3,000		3,000					
Contracted Services - Equipment Repairs	1,000		1,000					
Total	**4,000**		**4,000**					

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-012 2015 Trackless Sidewalk Plow (R15-413) replacement		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of an existing sidewalk plow and sanding unit. (R15-413)
Used throughout the winter for snow plowing, salting, and blowing operations. Outside of the winter season, it is used for sweeping and asphalt grinding functions as required.

Project Justification

The Town owns two articulating sidewalk snowplows and sanding units. This unit is critical to our sidewalk maintenance program and is required to be deployed for each winter event to achieve Provincial Minimum Maintenance Standards responsibilities. This unit has been in service since 2015 and is at the end of its service life.

Current odometer is 22,571 km and current engine hour meter is 2451 hours. This is representative of a complete life cycle for this type of equipment and the unit has undergone a complete mechanical inspection to confirm its replacement.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-012 2015 Trackless Sidewalk Plow (R15-413) replacement
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	180,000	180,000					
	180,000	180,000					
Expenditures Total	**180,000**	**180,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	180,000	180,000					
	180,000	180,000					
Funding Total	**180,000**	**180,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	CIES Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-013 2018 CHEV Silverado 1500 4WD Crew (R17-24) Replacement
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Description

Project Description

Replacement of Pick-up (R17-24). This unit was extended one year past it's scheduled replacement based on a complete mechanical inspection.

Project Justification

Current Odometer Reading: 127,907 km
Current Engine Hours: 4,036 (Equivalent to 180,000 km of wear on an engine based on severe duty)
In-Service Date: July 2017
Lifecycle: 7 years (2024)

This unit is proposed to be extended two additional years based on a complete mechanical inspection for use as a light duty fleet pool vehicle. This vehicle will not be added to the Town's fleet inventory and will offset the need to rent a vehicle.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-013 2018 CHEV Silverado 1500 4WD Crew (R17-24) Replacement		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	95,000	95,000					
	95,000	95,000					
Expenditures Total	**95,000**	**95,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	95,000	95,000					
	95,000	95,000					
Funding Total	**95,000**	**95,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	CIES Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-014 2015 Chevrolet Silverado W/T CK25943 (2500HD) (3/4 Ton 4X4 Pickup) (R15-21)		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of the 2015 3/4 ton severe duty work truck (R15-21) following a complete mechanical inspection.

Project Justification

This work truck has been extended two years to 2024. It is also showing corrosion and wear and tear due to its age. This is the only HD crew cab pick up in the Roads inventory and is highly used year round.

This unit has excessive hours and is warranted for replacement.

Current Odometer: 239,472km
Current Engine Hours: 7924hrs (Equivalent to 350,000km of wear)
In Service Date: July 2015
Lifecycle: 7 years (2022)

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-014 2015 Chevrolet Silverado W/T CK25943 (2500HD) (3/4 Ton 4X4 Pickup) (R15-21)
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
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							
Vehicle & Equip't Res -Tax Lev	90,000	90,000					
	90,000	90,000					
Funding Total	**90,000**	**90,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	CIES Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-015 2015 Freightliner 108 SD Plow/Dump (R15-06) Replacement		
Department	Engineering and Public Works		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of a single axle combination snowplow (R15-06) following a complete mechanical inspection. This truck is used exclusively for urbanized winter maintenance and seasonal construction activities.

Project Justification

This single axle combination snowplow is critical to providing continuous winter maintenance in compliance with Provincial Minimum Maintenance Standards. This unit is approaching the end of its 10 year useful service life and is scheduled for replacement.

Given the current production timelines of a minimum of 20 months following order, it is prudent to commence replacement to ensure continued ability to provide uninterrupted service.

To be ordered in 2024 Budget Year, delivery in late 2025. Following best practices, this unit will be retained as a spare unit until the next single axle truck is replaced.

Current Odometer: 100,666 km

Engine hours: 3147, equivalent to 140,000 km.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	CI-24-015 2015 Freightliner 108 SD Plow/Dump (R15-06) Replacement
Department	Engineering and Public Works
Version	Approved Budget
Year	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	380,000	380,000					
	380,000	380,000					
Expenditures Total	**380,000**	**380,000**					
Funding							
Reserve / Reserve Funds							
Vehicle & Equip't Res -Tax Lev	380,000	380,000					
	380,000	380,000					
Funding Total	**380,000**	**380,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Engineering and Public Works	
Branch	CIES Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	March	
Estimated Completion Year	2025	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - Tax	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-001 Automated Meter Reading – Data Logger Installation		
Department	Water and Wastewater		
Version	Approved Budget	**Year**	2024

Description

Project Description

Leveraging a propagation study, pilot installation in Mount Albert and the installation of radio frequency water meters townwide, this capital project will install additional data logging equipment to remotely collect water meter readings and ultimately provide enhanced customer service, billing and system efficiencies.

Project Justification

A multi-year Town-wide water meter replacement project replaced older manual-read water meters with Radio Frequency water meters and was completed in 2022. This project builds on this automated meter technology and a propagation study (WW-22-001) completed in 2023 determining the optimal locations for installation of data loggers. Remote water meter reading reduces staff time and vehicle emissions/ mileage spent collecting monthly readings. This will also increase the Town’s level of service related to customer inquiries and water billing, both immediately, as well as open the opportunity for future customer access to their consumption data.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-001 Automated Meter Reading – Data Logger Installation		
Department	Water and Wastewater		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Materials							
Supplies - Materials	425,000	425,000					
	425,000	425,000					
Expenditures Total	**425,000**	**425,000**					
Funding							
Reserve / Reserve Funds							
Water Infrastructure Reserve	425,000	425,000					
	425,000	425,000					
Funding Total	**425,000**	**425,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Water and Wastewater	
Branch	Water Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2025	
Estimated Completion Month	December	
Project Type	Service Level increase / change	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Water Infrastructure	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-002 Water System - Network Improvements		
Department	Water and Wastewater		
Version	Approved Budget	**Year**	2024

Description

Project Description

This project focuses on water system network improvements through 2 projects. Project 1 is for the detailed design and municipal class environmental assessment of a secondary watermain connection for the West Holland Landing community. Project 2 is for the construction and engineering services to install approximately 10 fire hydrants across Town in strategic locations.

Project Justification

This secondary connection for Project 1 provides redundancy in the water system and mitigates impacts to residents should the primary watermain connection get disrupted. Project 2 provides additional hydrants in strategic locations to improve fire protection coverage.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-002 Water System - Network Improvements		
Department	Water and Wastewater		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	125,000	125,000					
	125,000	125,000					
Professional Fees							
Contracted Services - Consultants	325,000	325,000					
	325,000	325,000					
Expenditures Total	**450,000**	**450,000**					
Funding							
Reserve / Reserve Funds							
Water Infrastructure Reserve	450,000	450,000					
	450,000	450,000					
Funding Total	**450,000**	**450,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Water and Wastewater	
Branch	Water Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	June	
Estimated Completion Year	2026	
Estimated Completion Month	December	
Project Type	Service Level increase / change	
Strategic Plan Link	Build Complete Communities	
Approval Status	Approved	
Reserve Funding Source	Water Infrastructure	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-003 Modernization of Sanitary Pumping Stations
Department	Water and Wastewater
Version	Approved Budget
Year	2024

Description

Project Description

Modernization of existing sanitary sewage pumping stations data collection and monitoring through the implementation of remote monitoring and online data acquisition.

Project Justification

Remote monitoring, including implementation of data acquisition system, flow metering, and video monitoring for all assumed sanitary pumping stations, will allow staff to remotely monitor the sanitary pumping stations, and trend information to help with system operations.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-003 Modernization of Sanitary Pumping Stations		
Department	Water and Wastewater		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Construction							
Contracted Services - Construction	150,000	150,000					
	150,000	150,000					
Expenditures Total	**150,000**	**150,000**					
Funding							
Reserve / Reserve Funds							
Sewer Infrastructure Reserve	150,000	150,000					
	150,000	150,000					
Funding Total	**150,000**	**150,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Water and Wastewater	
Branch	Wastewater Operations	
Attributes		
Year Proposed	2024	
Expected Start Month	January	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Service Level increase / change	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Sewer Infrastructure	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-004 2018 CHEV Silverado 1500 4WD Crew (W17-21) Replacement		
Department	Water and Wastewater		
Version	Approved Budget	**Year**	2024

Description

Project Description

Replacement of Work Truck (W17-21).

Project Justification

This work truck is at the end of it's schedule lifecycle. This unit currently has 188,000 km and 7,532 hours (equivalent to 331,408 km of wear).

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-004 2018 CHEV Silverado 1500 4WD Crew (W17-21) Replacement		
Department	Water and Wastewater		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
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 -W/S	80,000	80,000					
	80,000	80,000					
Funding Total	**80,000**	**80,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Water and Wastewater	
Branch	WWW Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Repair and Replacement	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Vehicle & Equip - W&S	

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-005 Growth Service Vehicle
Department	Water and Wastewater
Version	Approved Budget
Year	2024

Description

Project Description

Service vehicle to support new 2024 full time staff addition.

Project Justification

This vehicle is required to support the full time addition of a full time water operator performing on site maintenance to the town's Water and wastewater infrastructure.

This vehicle is consistent with other W&WW service vehicles deployed.

TOWN OF EAST GWILLIMBURY

Capital Projects

Project	WW-24-005 Growth Service Vehicle		
Department	Water and Wastewater		
Version	Approved Budget	**Year**	2024

Budget

	Total LTD Budget	2024	2025	2026	2027	2028	2029
Expenditures							
Equipment / Vehicle							
Purchase - Major Equipment and	85,000	85,000					
	85,000	85,000					
Expenditures Total	**85,000**	**85,000**					
Funding							
Development Charges							
Water Services DC	85,000	85,000					
	85,000	85,000					
Funding Total	**85,000**	**85,000**					

Attributes

Attribute	Value	Comment
Organization		
Department	Water and Wastewater	
Branch	WWW Fleet	
Attributes		
Year Proposed	2024	
Expected Start Month	February	
Estimated Completion Year	2024	
Estimated Completion Month	December	
Project Type	Growth	
Strategic Plan Link	Quality Programs & Services	
Approval Status	Approved	
Reserve Funding Source	Water DC	

Operating Impact

	Total	2024	2025	2026	2027	2028	2029	2030
Supplies - Fuel for Vehicles/Equipment	5,000		5,000					
Contracted Services - Equipment Repairs	500		500					
Total	**5,500**		**5,500**					

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.
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 Councillor Communications and Outreach	Individual Council member expense budgets Individual Council member expense budgets to expand and focus delivering essential Town information to residents and businesses.
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 or library programs.
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

Expenditure Category Cont'd	Expenditures in this category would include:
Uniforms, Corporate Attire and Safety Clothing	Uniforms, corporate attire 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
Targeted Cost Reductions	Delay or deferral of expenditures and/or increased revenue opportunities that can be achieved on a temporary or transitional basis

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	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