



## **REPORT FIN-2024-027**

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TO: Mayor and Members of Council

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: October 23, 2024

SUBJECT: 2025 Proposed Capital Budget  
File No. F05 BUD

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### **RECOMMENDATIONS**

**THAT Report FIN-2024-027 entitled 2025 Proposed Capital Budget be received.**

#### **Purpose**

The purpose of this report is to provide Council with information regarding the 2025 Proposed Capital Budget.

The 2020 to 2034 Capital Plan Summaries including the 2025 Capital Budget Sheets are included as Schedule A to Report FIN-2024-027. The Projects by Year for each department with total budgeted costs is included as Schedule B to Report FIN-2024-027.

The 2024 completed capital projects and the balances in discretionary and restricted reserves over the forecast period will be presented at a future Council Meeting.

#### **Background**

The senior leadership team worked collaboratively with the Director of Finance/Treasurer in September/October 2024 to update the budget model to complete their proposed capital budgets.

Summarized below are the proposed 2025 capital items to be funded from the capital tax levy:

Department	Classification	Description of Item	Amount	Notes (ie. other funding sources)
By-law	New Asset	Decibel Meter and Calibrator	\$5,058	See Capital Budget Sheet
Corporate	Reserve Contribution	Asset Management (AM) Discretionary Reserve	\$975,825	See Section Below – Discretionary Reserves
Corporate	Reserve Contribution	Administrative Studies	\$40,000	See Section Below – Discretionary Reserves
Corporate	Reserve Contribution	Corporate Information Technology	\$20,000	See Section Below – Discretionary Reserves
Fire and Rescue	New Asset	Diesel Exhaust System	\$17,127	See Capital Budget Sheet
Public Works	Reserve Contribution	Gravel Roads Improvement	\$370,800	See Section Below – Discretionary Reserves
		<b>Proposed Capital Tax Levy</b>	<b>\$1,428,809</b>	

The total proposed capital tax levy funding as outlined above is \$1,428,809. The total approved capital tax levy funding in the 2024 approved capital budget amounted to \$1,334,875 (a proposed increase of \$93,934).

**Structural Firefighter Gear**

Township staff have included the replacement of structural firefighter gear in the Capital Budget and Forecast, maintaining a 10-year lifecycle consistent with previous years. In the past, the capital budget accounted for only the bunker coat and pants. It is now recommended that the Township allocate capital funds for a complete set of structural firefighter gear, which includes the items outlined below. This adjustment will lead to a reduction of \$8,904 in operating budget account number 01-0040-4321, as many of these items—except for the bunker coat and pants—were previously budgeted under operating expenses. Below are the itemized costs for a full set of structural firefighter gear:

- Bunker Coat & Pants: \$3,275
- Flash Hood: \$200
- Boots: \$800
- Helmet: \$500
- Structural Gloves: \$160
- Extrication Gloves: \$95

As outlined above, the total cost for the structural firefighter gear in 2025 is projected to be \$5,030. For comparison, the cost in 2024 for only the bunker coat and pants was \$3,075.

## Revitalizing the Downtowns in Aberfoyle and Morriston

As reported to Council at its meeting held on September 3, 2024, through Report FIN-2024-022, the Township has been approved for the maximum available grant funding of \$49,500 (ie. 50% of total eligible costs) from the Rural Economic Development Program for Revitalizing the Downtowns in Aberfoyle and Morriston. The project description as outlined in the agreement is below:

The Township will engage in downtown revitalization activities to support downtowns in Aberfoyle and Morriston including, community engagement, implementing activities recommended by the Your Town Rising consultation, identifying opportunities for signage in the communities, and amending the Community Improvement Plan (CIP). The project activities that are eligible for funding include:

1. Facilitate downtown revitalization working group meetings to establish priorities and actions for downtown revitalization in Aberfoyle and Morriston.
2. Implementation of recommended activities identified by Your Town Rising consultation.
3. Establish and strengthen connections with local business stakeholders by organizing meetings, and executing specific actions to support and promote local businesses.
4. Supporting activities tailored to the unique needs of the Township's downtown areas.
5. Identify and promote destinations and businesses within Aberfoyle and Morriston.
6. Identify opportunities for physical improvements to streetscapes and public spaces within Aberfoyle and Morriston.
7. Identify opportunities for signage to promote Aberfoyle and Morriston businesses.
8. Amend the 2019 CIP and implement the updated CIP to better meet the changing needs of the Township.

The project costs eligible for funding include:

- Marketing and distribution costs including data, printing and postage costs, digital and print media ad buying costs, branding and design costs
- Third party consultant fees to manage project and all project-related activities (excluding travel costs)
- Third party consultant costs for running workshops and training sessions for community stakeholders and businesses

This project has been incorporated in the Capital Budget and Forecast for 2025 and 2026. The next steps associated with this work include issuing a Request for Proposal.

The Township's recent/upcoming grant applications to the County's BR&E funding are as follows:

- 2022 – Community Improvement Plan Amendment and Financial Incentives.
- 2023 – Community Guide and Business Directory and Associated Programs as reported to Council at their June 14, 2023 Council Meeting in Report ADM-2023-031.
- 2024 - Regionally Significant Economic Development Study Area Phase 1 (Employment) as approved by Council through the 2022 Budget Process.
- 2025 - Regionally Significant Economic Development Study Area Phase 2 (Residential).
- 2026 – Website Redesign

### **Municipal Administration and Operations Facility**

There are several projects that were approved in previous years and proposed for 2025 associated with the Municipal Administration and Operations Facility as outlined below:

- 2021/2022 - Municipal Office HVAC Upgrades – funded in part by the Investing in Canada Infrastructure Program
- 2022 - Convert Lighting to LED and Install Motion Sensors
- 2022 - Accessible Washroom Upgrades – funded in part by the Enabling Accessibility Fund
- 2022 - Power Distribution Equipment (feeders, panels, main disconnect switch)
- 2022 - Window and Door Replacement Program
- 2024 - Replacement of UV Pure Water Treatment System
- 2025 - Diesel Exhaust System
- 2025 - Technical Guidelines for the Energy Conservation and Demand Management Plan
- 2025 - Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment
- 2025 - Municipal Administration and Operations Facility
  - The recommended scope of work includes the following improvements:
    - Accessible washrooms in the Public Works and Fire and Rescue Services areas.
    - Kitchenette upgrades in both the Public Works area and the Municipal Office.
    - A Space Needs Assessment for the Municipal Administration and Operations Facility, taking into account the current facility footprint and work-from-home staffing levels.
    - New furniture options designed to better support work-from-home and hotelling arrangements.
    - Audio-visual upgrades in the Council Chambers.
    - Aesthetic enhancements, such as removing carpeting and installing vinyl flooring.

There are several projects that were approved in previous years and proposed for 2025 associated with other Township facilities as outlined below:

- 2020 – Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment at the Optimist Recreation Centre (ORC) and the Puslinch Community Centre (PCC)
- 2024 - Replacement of UV Pure Water Treatment System at the PCC
- 2024 - Window and Door Replacement Program at the PCC
- 2025 - Rinkboard Replacement (Interior and Exterior) at the ORC
- 2025 - Emergency Generator at the PCC

It is recommended that, wherever possible, the above items be combined into a single tender document to capitalize on bulk purchasing opportunities.

### **Tennis Courts**

Council at its meeting held on September 25, 2024, directed staff to report back on the use of the tennis courts to determine if there is a need for dividing netting to separate the courts. Township staff recommend that this matter be considered during the 2026 capital budget deliberations, pending additional feedback from another full year of tennis court rentals and any recommendations resulting from the Recreation and Parks Master Plan update.

### **Electronic Sign Replacement**

Council at its meeting held on December 7, 2022, referred the replacement of the Electronic Sign at the PCC to the Recreation Committee to investigate the potential for donations and fundraising to offset the cost of a new digital sign and report back to Council on all funding options including Provincial grants in order to construct the sign in this term of Council (2022-2026).

In 2024, the Township applied to the My Main Street Community Activator stream for this project however was not successful given the high number of applications received and program demand exceeding the amount of funding available.

In 2024 year to date, the Township has collected donations amounting to \$305.00 for the Electronic Sign Replacement through the Puslinch Community Showcase.

The 2025 Capital Budget has this project proposed to be funded as follows:

- Other Third-Party Funding - \$12,500
- Cash in Lieu of Parkland - \$12,500
- Corporate Information Technology Discretionary Reserve - \$12,500

Staff are seeking Council's direction on the above funding strategy given the limited third-party funding collected to date pertaining to this project.

### **Killean School Bell Cairn**

Council at its meeting held on July 10, 2024 through Council Resolution No. 2024-236 directed staff to forward the written delegation by Marjorie Clark regarding the Killean School Bell to the Heritage Advisory Committee for recommendation.

The Heritage Advisory Committee recommended the following at its meeting held on September 9, 2024:

- that the Killean Bell be used as a centerpiece of a commemorative cairn located at the PCC grounds; and
- that staff prepare for Council's consideration through the 2025 budget the cost of the project including but not limited to restoration, transportation, installation, plaque costs, and an unveiling ceremony.

The Township obtained a cost estimate as outlined below:

- Cairn including Restoration, Transportation, Installation - \$17,750
- Plaque - \$2,800

Design options for Council's consideration are below. The first image is for the cost estimate outlined above.



Based on the Heritage Advisory Committee's recommendation, staff suggest that the Killean School Bell Cairn and Electronic Sign Replacement projects be coordinated in the same year to ensure both projects compliment each other due to their close proximity. Staff are

recommending that the projects take place in 2025 in order to celebrate the Township's 175<sup>th</sup> anniversary.

### **Comprehensive Linear Infrastructure (CLI) Environmental Compliance Approval (ECA) Application for Municipal Stormwater Management Systems**

The Township recently met with its engineering consultants and Risk Management Official to discuss the requirements for CLI-ECA applications. The CLI-ECA application is a mandatory requirement for all Ontario municipalities. The Township is among the 10% of municipalities in Ontario that have not yet submitted a CLI-ECA application. Following this notification, the Township obtained additional information and estimates from its engineering consultant, as detailed in Schedule I of Report FIN-2024-027.

In addition to the costs outlined in Schedule I, the following ongoing expenses will need to be budgeted for in future years:

- Ongoing Reporting Requirements: Although a CLI-ECA does not expire, it mandates regular reviews (up to every five years) to ensure that the system's description is current and that any operational flexibility terms are up to date. Once the CLI-ECA is issued by the Ministry, there will be ongoing costs to maintain records, estimated at \$15,000 to \$20,000 annually. Additionally, the review and renewal of the CLI-ECA every five years will incur an estimated cost of \$25,000.
- Operations and Maintenance Manuals Development.
- Monitoring and Sampling Plan Development: The estimated cost is \$10,000 for the storm sewer network as a whole and \$7,500 for each stormwater management pond owned, operated, and maintained by the Township.
- Perpetual Maintenance Fees.
- Maintenance Costs: This includes expenses related to cleaning catch basins and stormwater management ponds to comply with ECA requirements.

As noted, there are significant financial implications associated with the CLI-ECA process, which can pose challenges for smaller municipalities like the Township due to limited staffing and resources.

The Township has budgeted for several stormwater management initiatives in its capital budget and forecast, as recommended in the 2019 Asset Management Plan (AMP), including:

- Storm Sewer Inspections and Cleaning: \$10,000 in 2025 and \$10,000 in 2030.
- Storm Water Management Pond Inspections: \$5,000 in 2025, \$5,000 in 2028, \$5,000 in 2031, and \$5,000 in 2034.
- Carroll Pond & Lesic Jassal Municipal Drain Sediment Survey: \$7,000 in 2026.

Currently, there is no separate budget in the operating budget for ongoing operating requirements related to stormwater management ponds and storm sewers.

Based on the Township's understanding, the Stormwater Management Pond Inspections listed above are annual monitoring requirements of the CLI. However, the remaining costs will need to be treated as separate expenditures. For items such as sediment surveys and storm sewer inspections and cleaning, the monitoring required by the CLI will inform these initiatives (refining budget, scope, and timing) but will not replace the need for them.

Centre Wellington is in the process of establishing a stormwater perpetual maintenance by-law. The Township intends to adopt best practices from Centre Wellington to create a similar by-law for cost recovery related to stormwater management infrastructure. Schedule H of this report includes a comprehensive document prepared by Centre Wellington regarding their CLI ECA Implementation Plan.

### **Kerr Crescent - Stormwater Management Facility**

Council at its meeting held on December 7, 2022 through Council Resolution No. 2022-394 directed staff to approach the County requesting that a cost sharing agreement for the maintenance of the Kerr Crescent storm water management facility be established between the County and the Township.

The Township provided the cost sharing request to the County. The minutes from the County Roads Committee Meeting held on September 12, 2023 indicate that the cost sharing request was received for information.

Council at its meeting held on October 25, 2023 through Council Resolution No. 2023-352 directed staff as follows:

- to update the staff report regarding the request for County funding related to the Kerr Crescent Storm Water Management Facility maintenance to include the request for the County to develop a policy related to contributing financially to local storm water management facilities to be forwarded to the County Clerk requesting inclusion on the appropriate Committee agenda; and,
- To further investigate storm water management cost recovery options for consideration.

Council at its meeting held on December 20, 2023 through Council Resolution No. 2023-431 directed staff to send the correspondence to County Councillor Bulmer and request a meeting to discuss options regarding cost recovery of Storm Water Management Facility maintenance throughout the County through potential policy development.



The County clarified indicating there was discussion at the meeting regarding the Township's request, however, the request was denied as there was some concern with setting precedent. As a result, it is recommended that this project be deferred until such time as staff investigate storm water management cost recovery options including fees and charges to individual properties serviced by municipally maintained storm water management ponds. This may include a by-law regulating the quality of water entering the pond from industrial properties or broader approaches to funding storm water management projects across the Township. As outlined above, Township staff recommend that a best practice stormwater perpetual maintenance by-law be established for cost recovery related to stormwater management infrastructure.

### **2025 Proposed Road Rehabilitation Projects**

The 2025 proposed road rehabilitation projects were noted in the 2023 Roads Management Plan Time of Need and Priority Rating schedule presented to Council at its meeting held on September 6, 2023.

Council at its meeting held on September 6, 2023 directed staff to provide Council the opportunity to comment prior to road design in order to consider speed mitigation, wildlife mitigation, road widening, etc. and that staff include any public feedback received for the road or road section. Council also directed staff to report back on speed indicator signs and costing. This analysis has been incorporated in Schedule G to Report FIN-2024-027.

A summary of each of the projects' recommended scope of work is further outlined below:

- Gore Road – Valens Road to Concession 7
  - Pulverize and repave project requires a single lift of asphalt and 7 metres wide for 1.5 kilometers of roadway length including the possible replacement of underground culverts.
- Gore Road - Concession 7 to Lennon Road
  - Pulverize and repave project requires a single lift of asphalt and 7 metres wide for 1.0 kilometer of roadway length including the possible replacement of underground culverts.
- Winer Road - McLean Road to Nicholas Beaver Road
  - Pulverize and repave project requires a double lift of asphalt and 7 metres wide for 0.7 kilometers of roadway length including the possible replacement of underground culverts.
- Puslinch-Flamborough Townline - Leslie Road West to Township Limits
  - Pulverize and repave project requires a single lift of asphalt and 7 metres wide for 0.3 kilometers of roadway length including the possible replacement of underground culverts.
- Concession 1/Leslie Road West - Concession 7 to Highway 6

- Pulverize and repave project requires a single lift of asphalt and 7 metres wide for 2.0 kilometers of roadway length including the possible replacement of underground culverts.
- Concession 1 - Leslie Road West to Highway 6
  - Pulverize and repave project requires a single lift of asphalt and 7 metres wide for 0.9 kilometers of roadway length including the possible replacement of underground culverts.
- Leslie Road West - Victoria Road South to Watson Road South
  - Pulverize and repave project requires a single lift of asphalt and 7 metres wide for 2.0 kilometers of roadway length including the possible replacement of underground culverts.

**Discretionary Reserves**

Clause 10 of the Budget Development and Control Policy includes information regarding the Township’s Discretionary Reserve Financing and Balances. Schedule A of the Budget Development and Control Policy outlines the Township’s operating and capital discretionary reserves including their purpose/use.

Outlined below are the previous approved budgeted contributions to discretionary reserves:

Year	Capital Discretionary <b>Note A</b>	Operating Discretionary	Total
2019	\$271,000	\$88,750	\$359,750
2020	\$1,333,066	\$88,750	\$1,421,816
2021	\$1,365,066	\$88,750	\$1,453,816
2022	\$1,430,100	\$23,750	\$1,453,850
2023	\$1,236,592	\$38,750	\$1,275,342
2024	\$1,534,875 <b>Note B</b>	\$63,750	\$1,598,625
2025 - Proposed	\$1,406,625	\$63,750	\$1,470,375

The budgeted contribution amounts are informed based on the balances in each discretionary reserve taking into account projected contributions and withdrawals.

**Note A** – The capital discretionary reserve contributions outlined in the table above exclude the aggregate levy contribution as detailed in the sections below. The decrease in capital discretionary reserve contributions from 2022 to 2023 relates to the transfer of the full aggregate levy from the operating budget to the capital budget for the purpose of funding Public Works capital projects over the forecast period.

**Note B** – The increase in capital discretionary reserve contributions from 2023 to 2024 relates to Council’s direction at its meeting held on October 25, 2023 which resulted in the establishment of an Administrative Studies Discretionary Reserve to fund one-time studies due to the implications of Bill 23. \$200K of this contribution relates to the 2017 to 2023 gravel pit appeals reassessment (the recoveries budgeted in supplemental taxation in the 2024 operating budget). An additional \$50K contribution was also recommended in accordance with Council’s direction at the October 25, 2023 Council Meeting. It is recommended that the Administrative Studies Discretionary Reserve continue to be in place even though some of the implications of Bill 23 have been reversed (ie. municipalities are now permitted to have Growth-Related Studies as an eligible DC service). The Administrative Studies Discretionary Reserve funds items such as studies, plans, inspections, etc. Given the Growth-Related Studies DC is not able to fully fund these projects, it is appropriate to continue to have the Administrative Studies Discretionary Reserve in place.

### **AM Discretionary Reserve**

The Township’s AM Program and Capital Budget and Forecast enables the Township to plan effectively for the replacement of current infrastructure. The 2025 Capital Budget and Forecast was prepared taking into consideration the 2019 AM Plan and new and updated information regarding asset conditions and replacement cost estimates (ie. 2024 Development Charges Study and 2024 Energy Conservation and Demand Management Plan). Township staff have also incorporated Consumer Price Index increases for all major equipment replacements as outlined in Schedule C to Report FIN-2024-027.

Costs related to asset replacement projects in the Capital Budget and Forecast are funded from the AM Discretionary Reserve as opposed to the Tax Levy resulting in a greater need to contribute funds into the AM Discretionary Reserve in order to address the Township’s infrastructure deficit as noted in the 2019 AMP. Please note, any asset replacement projects that are permitted to be funded by the Cash in Lieu of Parkland Restricted Reserve are funded by this restricted reserve. See the Cash in Lieu of Parkland section below for further details.

Council at its meeting held on February 7, 2024 directed staff to incorporate a 0.5% tax levy increase contribution to the AM Discretionary Reserve in the 2025 budget. Based on the 2024 MPAC returned assessment roll and the tax levy impact as reported in Report FIN-2024-006 at the February 7, 2024 Council Meeting, approximately each additional \$53,500 of taxes levied results in a 1% tax rate increase for the Township portion of taxes on the Median/Typical Single Family Home.

Therefore, an additional amount of \$26,750 has been contributed to the AM Discretionary Reserve as outlined below on a year over year basis. The amounts contributed in the 2025 Capital Budget and Forecast based on the February 7, 2024 Council direction are lower than the amounts that had been projected to be contributed in the 2024 Capital Budget and Forecast.

Please refer to the table below for further information regarding the AM Discretionary Reserve Contributions:

	2024 Capital Budget and Forecast	2025 Proposed Capital Budget and Forecast
2024	\$949,075	N/A
2025	\$1,155,700	\$975,825
2026	\$1,258,700	\$1,002,575
2027	\$1,290,700	\$1,029,325
2028	\$963,044	\$1,056,075
2029	\$1,245,450	\$1,082,825
2030	\$1,265,700	\$1,109,575
2031	\$1,290,700	\$1,136,325
2032	\$1,275,700	\$1,163,075
2033	\$1,295,700	\$1,189,825
2034	N/A	\$1,216,575

Based on the 2025 Capital Budget and Forecast, the estimated balances in the AM Discretionary Reserve are as outlined below.

2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
\$3M	\$1.7M	\$1M	-\$1.3M)	-\$1.5M)	-\$2.6M)	-\$2M)	-\$2.4M)	-\$1.3)	-\$0.1)

The 2019 AM Plan recommends a minimum target balance of \$2.0 million and a maximum target balance of \$4.0 million in the AM Discretionary Reserve. The estimated balances only meet this target balance in 2024. The estimated balance does not meet this target balance from 2026 to 2034. The estimated balance becomes a deficit of \$1.3M in 2028 and continues to be a deficit to 2034 at \$100K.

The main reason for the change in the AM Discretionary Reserve is due to the reduction in contributions as outlined above. If the Township was to incorporate a 2% tax levy increase contribution to the AM Discretionary Reserve in the 2025 Capital Budget and Forecast, the estimated balances in the AM Discretionary Reserve would be as follows:

2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
\$3M	\$1.9M	\$1.5M	-\$530K)	-\$337K)	-\$951K)	\$224K	\$473K	\$2.3M	\$4.3M

At its May 24, 2023 Council Meeting, Council directed staff to report on the upper and lower limit thresholds for the AM Discretionary Reserve. In line with the Township’s Budget Development and Control Policy, which stipulates that many items—including user fees and charges, the ten-year capital budget and forecast, operating budget items, cost of living adjustments, and the median tax levy impact for a typical single-family home—are adjusted annually based on the Consumer Price Index (CPI), it is recommended that similar adjustments be applied to the upper and lower limit thresholds for the AM Discretionary Reserve. The CPI for Ontario from May to May after the 2019 AM Plan was adopted is outlined below:

Year	May to May CPI
2020	2.4% (May 2018 to May 2019)
2021	(-0.4%) (May 2019 to May 2020)
2022	3.7% (May 2020 to May 2021)
2023	7.8% (May 2021 to May 2022)
2024	3.1% (May 2022 to May 2023)
2025	3.0% (May 2023 to May 2024)
<b>Total</b>	<b>19.6%</b>

Therefore, based on the table above, it is recommended that the minimum target balance be increased to \$2,392,000 and the maximum target balance be increased to \$4,784,000. It is also recommended that these target balances be adjusted on an annual basis as part of the capital budget process.

**Gravel Roads Improvement Discretionary Reserve**

Outlined in the table below is the total projected balance in the Gravel Roads Improvement Discretionary Reserve as of December 31, 2025:

<b>December 31 ,2023 Audited Balance</b>	\$543,538
Add: 2024 Budgeted Contributions	\$320,800
Less: Previously Approved Capital Projects	\$0
<b>Total Projected Balance as of December 31, 2024</b>	<b>\$864,338</b>
Add: 2025 Proposed Budget Contributions	\$370,800
Less: 2025 Proposed Capital Projects	-( \$41,040)
<b>Total Projected Balance as of December 31, 2025</b>	<b>\$1,194,098</b>

The Capital Budget and Forecast includes contributions to the Gravel Roads Improvement Discretionary Reserve as outlined below which is in accordance with Council direction at the September 6, 2023 Council Meeting:

- 2025 - \$370,800

- 2026 - \$420,800
- 2027 - \$470,800
- 2028 - \$520,800
- 2029 - \$570,800
- 2030 - \$620,800
- 2031 - \$670,800
- 2032 - \$720,800
- 2033 - \$770,800
- 2034 - \$820,800

Township staff will provide the projected balance in the Gravel Roads Improvement Discretionary Reserve for the forecast period (ie. to 2034) at a future budget meeting.

### **2024 Surplus Allocation**

Clause 11 of the Budget Development and Control Policy provides information regarding the General Corporate Surplus as outlined below:

- A Report is submitted for Council's consideration in April following the fiscal year end for the General Corporate Surplus to be contributed to the AM Discretionary Reserve in accordance with Council Resolution No. 2019-347 or to another Discretionary Reserve based on Council's direction.
- The policy adopted by Council through Council Resolution No. 2019-347 states that Council authorizes the allocation of all budget surpluses into the Township's AM Discretionary Reserve for the purpose of meeting future AM obligations.

The 2018 to 2020 and 2022 to 2023 general surpluses were fully allocated to the AM Discretionary Reserve.

Similar to previous years, Township staff will provide Council with a general status report on the surplus/deficit as of December 31, 2024 based on the results of the 2024 audit in April of 2025.

### **Cash in Lieu of Parkland**

Below is the cash in lieu of parkland collected from 2019 to 2024 year to date:

- 2019 - \$190K
- 2020 - \$203K
- 2021 - \$304K
- 2022 - \$256K

- 2023 - \$1.1M – of which 90% of this amount was for cash in lieu of parkland collected from a significant non-residential development.
- 2024 year to date - \$161K

As outlined in the AM Discretionary Reserve section above, any asset replacement projects that are permitted to be funded by the Cash in Lieu of Parkland Restricted Reserve are funded by this restricted reserve. The Planning Act provides the following as it relates to cash in lieu of parkland:

*(15) All money received by the municipality under subsections (6), (6.0.1) and (14) and all money received on the sale of land under subsection (5), less any amount spent by the municipality out of its general funds in respect of the land, shall be paid into a special account and spent only for the acquisition of land to be used for park or other public recreational purposes, including the erection, improvement or repair of buildings and the acquisition of machinery for park or other public recreational purposes.*

Outlined in the table below is the total projected balance of the Cash in Lieu of Parkland Restricted Reserve as of December 31, 2025:

<b>Balance as of October 18, 2024</b>	<b>\$1,360,862</b>
Less: Previously Approved Capital Projects	-((\$560,174)
Less: 2025 Proposed Capital Projects	-((\$407,050)
Plus: 2025 Estimated Funds Received	\$40,500 <b>Note A</b>
<b>Projected Balance as of December 31, 2025</b>	<b>\$434,138</b>

**Note A:** Based on discussions with County Planning Staff in 2020, the number of projected consents in the forecast is difficult to predict due to more restrictive Provincial policy and the fact that eligible properties are only allowed one consent since 2005. Therefore, Township staff have assumed a conservative estimate of three consents per year in order to estimate the amount of cash in lieu of parkland to be received in future years. The Township’s practise is not to include estimates of cash in lieu of parkland funds for potential employment land development given the uncertainty of the timing for these complex development proposals.

Section 42 (16.1) of the Planning Act outlines that beginning in 2023 and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in the special account at the beginning of the year. The balance in the Cash in Lieu of Parkland Restricted Reserve as of January 1, 2024 is \$1,199,861. 60% of this amounts to \$719,917. The Township has allocated/budgeted approximately \$990K in the proposed 2025 Capital Budget and Forecast which is greater than the 60% minimum balance allocation requirement.

Township staff will provide the projected balance in the cash in lieu of parkland restricted reserve for the forecast period (ie. to 2034) at a future budget meeting.

**Development Charges (DC's)**

Below are the DC's collected from 2019 to 2024 year to date:

- 2019 - \$256K
- 2020 – \$754K of which 72% of this amount was for DC's collected from a developer that entered into a DC credit agreement with the Township in 2012.
- 2021 - \$318K
- 2022 – \$190K
- 2023 - \$1.6M of which 96% of this amount was for DC's collected from a significant non-residential development.
- 2024 year to date - \$92K

Township staff will provide the projected balances in DC restricted reserves for the forecast period (ie. to 2034) at a future budget meeting.

The total DC's in all Township service areas (ie. POA and By-law Enforcement, Growth-Related Studies, Fire Protection Services, Parks and Recreation Services, and Services Related to a Highway) have a healthy positive balance. A municipality is permitted to have a negative balance in a DC restricted reserve only if the municipality is able to obtain sufficient DC's in the future to repay the negative balance. The Township's practise is not to include estimates for DC funds for potential employment land development given the uncertainty of the timing for these complex development proposals.

The 2025 proposed projects affecting the current DC balances are outlined below.

POA and By-law Enforcement

<b>Balance as of October 18, 2024</b>	<b>\$12</b>
Less: Previously Approved Capital Projects	\$0
Less: 2025 Proposed Capital Projects	-( \$3,300)
Plus: 2025 Estimated Funds Received	\$137
<b>Projected Balance as of December 31, 2025</b>	<b>-( \$3,150)</b>

There is a projected deficit of \$3K to a deficit of \$1.9K in the POA and By-law Enforcement DC from 2025 to 2034.

Growth-Related Studies DC's

<b>Balance as of October 18, 2024</b>	<b>\$166,428</b>
Less: Previously Approved Capital Projects	-( \$120,311)



Less: 2025 Proposed Capital Projects	-\$107,736
Plus: 2025 Estimated Funds Received	\$19,381
<b>Projected Balance as of December 31, 2025</b>	<b>-\$42,238</b>

There is a projected deficit of \$42K to a deficit of \$218K in the Growth-Related Studies DC's from 2025 to 2034.

Fire Protection Services DC's

<b>Balance as of October 18, 2024</b>	<b>\$1,272,686</b>
Less: Previously Approved Capital Projects	-\$31,891
Less: 2025 Proposed Capital Projects	-\$275,279
Plus: 2025 Estimated Funds Received	\$37,915
<b>Projected Balance as of December 31, 2025</b>	<b>\$1,003,431</b>

Parks and Recreation Services DC's

<b>Balance as of October 18, 2024</b>	<b>\$31,387</b>
Less: Previously Approved Capital Projects	-\$221,872
Less: 2025 Proposed Capital Projects	\$0
Plus: 2025 Estimated Funds Received	\$67,752
<b>Projected Balance as of December 31, 2025</b>	<b>-\$122,733</b>

There is a projected deficit of \$122K in 2025. This projected deficit becomes a positive balance of \$11K in 2027. The Parks and Recreation Services DC's remains a projected positive balance of \$79K to \$486K from 2028 to 2034.

Services Related to a Highway DC's

<b>Balance as of October 18, 2024</b>	<b>\$1,388,289</b>
Less: Previously Approved Capital Projects	-\$206,740
Less: 2025 Proposed Capital Projects	-\$360,332
Plus: 2025 Estimated Funds Received	\$63,336
<b>Projected Balance as of December 31, 2025</b>	<b>\$884,553</b>

Please note that all Township roads projects are eligible to be DC funded at a rate of 13.6% in accordance with the Township's 2024 DC Study. There is a projected deficit of \$117K to a deficit of \$449K in the Services Related to a Highway DC from 2029 to 2034.

Section 35 (2) of the Development Charges Act, 1997 outlines that beginning in 2023 and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in a reserve fund for services related to a highway as defined in subsection 1 (1)

of the Municipal Act, 2001. The balance in the Services Related to a Highway DC as of January 1, 2024 is \$1,341,563. 60% of this amounts to \$804,938. The Township has allocated/budgeted approximately \$2.3M in the proposed 2025 Capital Budget and Forecast which is greater than the 60% minimum balance allocation requirement.

### Grants

The Township's major known capital grant funding and amounts per year are outlined below:

Year	Canada Community-Building Fund <b>Note B</b>	OCIF – Formula Based <b>Note A</b>
2019	\$222,547	\$169,421
2019 top-up allocation	\$223,880	N/A
2020	\$222,547	\$168,923
2021	\$232,662	\$168,923
2021 top-up allocation	\$223,665	N/A
2022	\$232,662	\$331,262
2023	\$242,778	\$380,951
2024	\$249,760	\$438,094
2025	\$260,167	\$372,380
2026	\$260,167	Unknown
2027	\$270,574	Unknown
2028	\$270,574	Unknown

**Note A** – The 2025 to 2034 Capital Budget and Forecast includes the OCIF – Formula Based funding at approximately \$372K per year. The funding can be used for roads (paved and unpaved), sidewalks located on an existing road, and bridges and culverts. The Township has typically utilized this funding for the repaving of existing paved roads and/or rehabilitation of bridges/culverts. The decrease in the allocation from 2024 to 2025 is primarily due to the decline in the Township's current replacement value (CRV) estimate. This decline in the CRV estimate led to the reduction in the infrastructure index for the Township in comparison to the provincial median.

**Note B** – The 2025 to 2034 Capital Budget and Forecast includes the Canada Community-Building Fund funding at approximately \$242K per year.

### Aggregate Levy Revenue

On an annual basis, a letter and cheque is received from the Ontario Aggregate Resources Corporation which represents the payment of the Township's share of the licence fees collected from aggregate producers within the Township. The amount to be received in 2025 is based on

2024 aggregate production. Outlined below is a summary of the shipments in the Township from 2019 to 2023<sup>1</sup>:

Year	Aggregate Shipments - Metric Tonnes
2019	4.2M
2020	4.6M
2021	4.6M
2022	4.4M
2023 - Preliminary	3.3M
<b>Average</b>	<b>4.2M</b>
<b>2025 \$ per Tonne</b>	<b>\$0.12</b>
<b>2025 Estimated Amount</b>	<b>\$506K</b>

The 2025 Capital Budget and Forecast includes an amount of approximately \$471K of the aggregate levy for the purpose of funding Public Works capital projects over the forecast period.

Below is the aggregate levy revenue obtained from 2019 to 2024 year to date:

- 2019 - \$507K
- 2020 – \$524K
- 2021 - \$584K
- 2022 – \$599K
- 2023 - \$579K
- 2024 year to date - \$465K

**Capital Summary – Funding Sources by Year**

The Capital Summary – Funding Sources by Year is included as Schedule D to Report FIN-2024-027.

**Capital Forecast**

The Township’s Capital Forecast is prepared taking into consideration the following:

- 2024 Development Charges Study
- 2024 Energy Conservation and Demand Management Plan
- 2015 Recreation and Parks Master Plan
- Master Fire Plan

<sup>1</sup> <http://www.toarc.com/research/statistics.html>

- Equipment Replacement Schedule (Schedule C to Report FIN-2024-027)
- 2019 AM Plan
- 2021 Storm Water Management Facility Maintenance Inspections
- 2023 Ontario Structure Inspection Manual Report (Bridges and Culverts)
- 2023 Roads Management Plan

## **2025 Capital Budget and Forecast Summary**

Below are the previous year capital programs:

- 2019 - \$2.7M
- 2020 - \$5.4M (includes the Rescue 35 Truck replacement)
- 2021 – \$4.5M
- 2022 - \$4.5M
- 2023 –\$4.7M
- 2024 –\$4.4M
- 2025 – Proposed - \$6.6M (includes the Municipal Administration and Operations Facility Renovation and Pump 31 Truck replacement)

The 2020 to 2034 Capital Plan Summaries including 2025 Capital Budget Sheets are included as Schedule A to Report FIN-2024-027. The Projects by Year for each department with total budgeted costs is included as Schedule B to Report FIN-2024-027.

## **Financial Implications**

### **2025 Proposed Capital Budget Compared to the 2024 and 2023 Approved Capital Budget Funding Comparisons**

The total capital projects and contributions to discretionary reserves from 2023 to 2025 (proposed) are outlined below:

- 2025 – Proposed Capital Budget - \$6.6M
- 2024 – Approved Capital Budget - \$4.4M
- 2023 – Approved Capital Budget - \$4.7M

Schedule E to Report FIN-2024-027 provides this information in both chart and graphical format. The information on these pages includes the total capital including the funding sources for the 2023 to 2025 (proposed) capital programs.

### **2025 Proposed Ten Year Plan Compared to the 2024 and 2023 Ten Year Plans**

The ten-year plan from 2023 to 2025 (proposed) are outlined below:

- 2025 – Proposed Ten-Year Plan - \$50M ten year total and \$5.0M yearly average
- 2024 –Ten-Year Plan - \$49M ten year total and \$4.9M yearly average
- 2023 –Ten-Year Plan - \$37M ten year total and \$3.7M yearly average

Schedule F to Report FIN-2024-027 provides this information in both chart and graphical format.

### **Applicable Legislation and Requirements**

Municipal Act, 2001

### **Engagement Opportunities**

The Township will incorporate a number of engagement opportunities associated with the 2025 budget process as outlined below:

- Advisory Committee Budget Input
- Social Media Posts and/or Advertisements at [Facebook.ca/TownshipofPuslinch](https://www.facebook.com/TownshipofPuslinch) and [Twitter.com/TwpPuslinchON](https://twitter.com/TwpPuslinchON)
- Township Website Banner and Budget Page at [puslinch.ca/government/budget/](https://puslinch.ca/government/budget/)
- Community Engagement Survey at [EngagePuslinch.ca](https://www.engagepuslinch.ca)
- Puslinch Today Advertisement
- Wellington Advertiser Advertisement
- Public Information Meeting on January 22, 2025 at 7:00 p.m.
- Media releases related to [EngagePuslinch.ca](https://www.engagepuslinch.ca) survey and final budget highlights.
- Community Newsletter regarding final budget highlights which will be sent with the final tax bill in August 2025.

### **Attachments**

Schedule A: 2020 to 2034 Capital Plan Summary including the 2025 Capital Budget Sheets

Schedule B: Projects by Year – 2020 to 2034

Schedule C – Equipment Replacement Schedule

Schedule D – Capital Summary – Funding Sources by Year

Schedule E - 2025 Proposed Capital Budget Compared to the 2024 and 2023 Approved Capital Budget Funding Comparisons

Schedule F – 2025 Proposed Ten Year Plan Compared to the 2024 and 2023 Ten Year Plans

Schedule G – Road Rehabilitation Analysis for Budget Consideration

Schedule H - Centre Wellington CLI ECA Implementation Plan

Schedule I – CLI-ECA Cost Estimate

<b>Respectfully submitted:</b>	<b>Contributors:</b>	<b>Reviewed by:</b>
<p><b>Mary Hasan, Director of Finance/Treasurer</b></p>	<p><b>Mike Fowler, Director of Public Works, Parks, and Facilities</b></p> <p><b>Justine Brotherston, Interim Municipal Clerk</b></p> <p><b>Jamie MacNeil, Fire Chief</b></p> <p><b>Andrew Hartholt, Chief Building Official</b></p> <p><b>Michelle Cassar, Deputy Treasurer</b></p>	<p><b>Courtenay Hoytfox, Interim CAO</b></p>

**2020 Capital Carry-forward Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type Discretionary_Reserves	Grand Total
Parks and Recreation					
	ORC				
		Building Condition Assessment, Arc Flash Study, Infra-re Study/Plan		\$5,000	\$5,000
	PCC				
		Building Condition Assessment, Arc Flash Study, Infra-re Study/Plan		\$5,000	\$5,000
Public Works					
	Public Works				
		Kerr Crescent - Stormwater Management Facility	Asset Management	\$141,062	\$141,062
<b>Grand Total</b>				<b>\$151,062</b>	<b>\$151,062</b>

**2021 Capital Carry-forward Plan Summary**

<b>Project Cost</b>				<b>Funding Type</b>	
<b>Service</b>	<b>Department</b>	<b>Capital Project</b>	<b>Classification</b>	<b>Grant</b>	<b>Grand Total</b>
General Government					
	Municipal Office				
		Municipal Office HVAC Upgrades	Asset Management	\$75,599	<b>\$75,599</b>
<b>Grand Total</b>				<b>\$75,599</b>	<b>\$75,599</b>



## 2022 Capital Carry-forward Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Discretionary_Reserves	Grand Total
General Government						
	Corporate					
		County Road Diet through Aberfoyle Peer Review	Study/Plan		\$20,000	\$20,000
		401 and Highway 6 Project Review of Hotspots	Study/Plan		\$5,000	\$5,000
	Municipal Office					
		Convert Lighting to LED and Install Motion Sensors	Asset Management		\$17,420	\$17,420
		Municipal Office HVAC Upgrades	Asset Management		\$124,056	\$124,056
		Accessible Washroom Upgrades	Asset Management		\$100,000	\$100,000
		Power Distribution Equipment (feeders, panels, main disconnect switch)	Asset Management		\$20,000	\$20,000
		Window and Door Replacement Program	Asset Management		\$100,000	\$100,000
Public Works						
	Public Works					
		Kerr Crescent - Stormwater Management Facility	Asset Management		\$408,938	\$408,938
Planning						
	Planning					
		Regionally Significant Economic Development Study Area Phase 1 (Employment)	Study/Plan	\$25,000	\$5,000	\$30,000
<b>Grand Total</b>				<b>\$25,000</b>	<b>\$800,414</b>	<b>\$825,414</b>

**2023 Capital Carry-forward Plan Summary**

Project Cost			Funding Type	Grand Total
Service	Department	Capital Project	Discretionary_ Reserves	
General Government				
	Corporate			
		401 and Highway 6 Project Review of Hotspots	\$8,537	<b>\$8,537</b>
	Finance			
		Parkland Dedication By-law Amendment	\$19,322	<b>\$19,322</b>
		Community Improvement Plan Amendment and Financial Incentives	\$25,000	<b>\$25,000</b>
Public Works				
	Public Works			
		Kerr Crescent - Stormwater Management Facility	\$50,000	<b>\$50,000</b>
<b>Grand Total</b>			<b>\$102,859</b>	<b>\$102,859</b>

## 2024 Capital Carry-forward Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type		Grand Total
				Discretionary_Re serves	Restricted_R eserves	
General Government						
	Corporate					
		Compensation and Benefits Review	Study/Plan	\$25,000		<b>\$25,000</b>
	Finance					
		Asset Management Plan and Policy Updates	Study/Plan	\$60,676	\$6,324	<b>\$67,000</b>
	Municipal Office					
		Replacement of UV Pure Water Treatment System	Asset Management	\$20,000		<b>\$20,000</b>
Parks and Recreation						
	Parks					
		Boreham Park Safety Study	Study/Plan		\$5,393	<b>\$5,393</b>
	PCC					
		Replacement of UV Pure Water Treatment System	Asset Management		\$20,000	<b>\$20,000</b>
		Window and Door Replacement Program	Asset Management		\$140,000	<b>\$140,000</b>
Planning						
	Planning					
		Regionally Significant Economic Development Study Area Phase 1 (Employment)	Study/Plan	\$5,000	\$65,000	<b>\$70,000</b>
<b>Grand Total</b>				<b>\$110,676</b>	<b>\$236,717</b>	<b>\$347,393</b>

**2025 Capital Plan Summary**

Project Cost				Funding Type				
Service	Department	Capital Project	Classification	Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
Fire and Rescue								
	Fire and Rescue							
		Fire Master Plan	Study/Plan			\$12,000	\$18,000	\$30,000
		Structural Firefighter Gear	Asset Management			\$40,010		\$40,010
		Pump 31 Truck	Asset Management	\$20,000		\$741,254	\$223,898	\$985,153
		Defibrillators - Fire & Rescue Service Trucks and Municipal Buildings	Asset Management			\$33,270		\$33,270
		Diesel Exhaust System	New Asset		\$17,127		\$51,380	\$68,507
General Government								
	Corporate							
		Asset Management	Reserve Contribution		\$975,825			\$975,825
		Corporate Information Technology	Reserve Contribution		\$20,000			\$20,000
		Computer Equipment	Information Technology			\$18,193		\$18,193
		Administrative Studies	Reserve Contribution		\$40,000			\$40,000
		Revitalizing the Downtowns in Aberfoyle and Morrison	Study/Plan	\$24,750				\$24,750
		Other Recommendations from 2023 IT Infrastructure and Services Audit	Information Technology			\$3,370		\$3,370
		Tablets and OWL Cameras - Building, Fire and Administration	Information Technology			\$11,698		\$11,698
	Finance							
		Technical Guidelines for the Energy Conservation and Demand Management Plan	Study/Plan			\$4,528	\$472	\$5,000
		Development Charges Study Amendment	Study/Plan				\$15,264	\$15,264
	Municipal Office							
		Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment	Study/Plan			\$5,000		\$5,000
		Municipal Administration and Operations Facility	Asset Management			\$600,000		\$600,000

**2025 Capital Plan Summary**

Project Cost				Funding Type			Grand Total
Service	Department Capital Project	Classification	Grant	Levy	Discretionary_R eserves	Restricted_Re serves	
Parks and Recreation							
	ORC						
	Rinkboard Replacement (Interior and Exterior)	Asset Management				\$200,000	<b>\$200,000</b>
	Parks						
	Recreation and Parks Master Plan	Study/Plan			\$12,000	\$18,000	<b>\$30,000</b>
	Badenoch Soccer Field Shed Roof Repairs	Asset Management				\$4,000	<b>\$4,000</b>
	PCC						
	Emergency Generator	Asset Management				\$170,000	<b>\$170,000</b>
	Electronic Sign Replacement	Asset Management	\$12,500		\$12,500	\$12,500	<b>\$37,500</b>
	Killean School Bell Cairn	Asset Management				\$20,550	<b>\$20,550</b>
Public Works							
	Public Works						
	Storm Sewer Inspections and Cleaning	Study/Plan			\$10,000		<b>\$10,000</b>
	Street Lights - Pole and Arm Inspections	Study/Plan			\$20,000		<b>\$20,000</b>
	Gravel Roads Improvement	Reserve Contribution		\$370,800			<b>\$370,800</b>
	Storm Water Management Pond Inspections	Study/Plan			\$5,000		<b>\$5,000</b>
	Puslinch-Flamborough Townline - Leslie Road West to Township Limits	Asset Management			\$76,032	\$11,968	<b>\$88,000</b>
	Concession 1 - Leslie Road West to Highway 6	Asset Management			\$138,240	\$21,760	<b>\$160,000</b>
	Gore Road - Valens Road to Concession 7	Asset Management			\$384,480	\$60,520	<b>\$445,000</b>
	Gore Road - Concession 7 to Lennon Road	Asset Management			\$241,920	\$38,080	<b>\$280,000</b>
	Leslie Road West - Victoria Road South to Watson Road South	Asset Management			\$507,168	\$79,832	<b>\$587,000</b>
	Winer Road - McLean Road to Nicholas Beaver Road	Asset Management			\$309,312	\$48,688	<b>\$358,000</b>

## 2025 Capital Plan Summary

Project Cost			Funding				Grand Total
Service	Department Capital Project	Classification	Type Grant	Levy	Discretionary_R eserves	Restricted_Re serves	
	Pickup truck - 3/4 ton - Crew Cab	Asset Management	\$6,000		\$57,194		\$63,194
	Bridge and Culvert Inspections	Study/Plan			\$15,000		\$15,000
	CLI-ECA Application for Municipal Stormwater Management Systems	Study/Plan			\$51,750		\$51,750
	Hard-Surfacing Gravel Roads - Design Costs	Asset Management			\$41,040	\$6,460	\$47,500
	Concession 1/Leslie Road West - Concession 7 to Highway 6	Asset Management	\$372,380			\$311,620	\$684,000
<b>By-law</b>							
	By-law						
	Decibel Meter and Calibrator	New Asset		\$5,058		\$3,300	\$8,358
<b>Planning</b>							
	Planning						
	Regionally Significant Economic Development Study Area Phase 2 (Residential)	Study/Plan	\$25,000		\$6,000	\$29,000	\$60,000
	Development Standards Guidelines	Study/Plan			\$3,000	\$27,000	\$30,000
<b>Grand Total</b>			<b>\$460,630</b>	<b>\$1,428,809</b>	<b>\$3,359,959</b>	<b>\$1,372,293</b>	<b>\$6,621,691</b>

**2025 CAPITAL BUDGET SHEET**

Department Fire and Rescue

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Fire Master Plan  
 Type - Plan

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Fire Master Plan is a ten (10) year strategic plan that aligns with Council's strategic objectives and corporate direction, provides short, medium and long-term guidance for Puslinch Fire and Rescue Service. The current Fire Master Plan was completed in November 2015 and it is recommended that these plans be completed on a ten year cycle.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Not applicable

**4 - Project Description**

The Fire Master Plan shall include a prioritized set of recommendations for short, medium and long term solutions along with but not limited to:

1. solutions for risks that require immediate attention
2. solutions for any identified risks, gaps or vulnerabilities
3. Opportunities to serve unmet needs
4. Metrics for measuring fire service performance
5. Evaluation of alternatives
6. Each recommendation shall also include cost and timing estimates

**5 - Capital Funding for 2025 Expenditures**

<b>Tax Levy</b>	
<b>Cash in Lieu of Parkland</b>	
<b>Administrative Studies</b>	12,000
<b>Development Charges</b>	18,000
<b>Other (grants)</b>	
<b>Total Funding</b>	<b>30,000</b>

<b>Additional information related to DC's</b>	
Project # and Description in DC	19 - Master Fire Plan
Year in DC Study	2025 to 2026
% of DC Funding allowed in DC	60%
Service Area in DC	Growth-Related Studies Class of Services

**6 - Capital Components, Costs, and Timing**

Please list proposed capital spending by quarter for cash flow purposes

Project Components	2025					Future Phases <span style="color: red;">Note A</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2025	2026	2027	2028	2029
Consulting Services			30,000			30,000			
<span style="color: red;">Note A:</span> The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if project is approved.									

**7 - Incremental Operating Budget Impact**

	2025	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
Total Incr. Exp./ (Rev.)				



**2025 CAPITAL BUDGET SHEET**

Department Fire and Rescue

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Defibrillators - Fire & Rescue Service Trucks and Municipal Buildings  
 Type - Replacement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Recommended lifecycle is 8 years in accordance with the Township's Asset Management Plan.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Municipal Office, Puslinch Community Centre, Optimist Recreation Centre, Pump 31 Truck, Pump 32 Truck, and Rescue 25 Truck.

**4 - Project Description**

It is recommended that the Township replace the 6 older Power Heart G5 AEDs purchased in 2017 with the newer Zoll AED 3 models. The Zoll AED 3 offers several advantages:  
 Data Download Capabilities: The new models allow firefighters to download data for statistical analysis and training purposes, enhancing emergency response effectiveness.  
 Compatibility with EMS Units: The Zoll AED 3 is compatible with EMS units, enabling them to replace the AED pads free of charge when used, which will help reduce ongoing maintenance costs overtime.  
 Improved Availability of Supplies: Given the age of the G5 models, sourcing and replacing pads has become increasingly difficult. Transitioning to the Zoll AED 3 will ensure the Township has access to readily available supplies and support.  
 By upgrading to the Zoll AED 3, emergency response equipment is reliable, up-to-date, and aligned with best practices.

**5 - Capital Funding for 2025 Expenditures**

Tax Levy	
Cash in Lieu of Parkland	
Asset Management	33,270
Development Charges	
Other (grants)	
<b>Total Funding</b>	<b>33,270</b>

<b>Additional information related to DC's</b>	
Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC	
Service Area in DC	

**6 - Capital Components, Costs, and Timing**

Please list proposed capital spending by quarter for cash flow purposes

Project Components	2025					Future Phases <span style="color: red;">Note A</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2025	2026	2027	2028	2029
Purchase Equipment	33,270								
Note A: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if project is approved.									

**7 - Incremental Operating Budget Impact**

	2025	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
Total Incr. Exp./(Rev.)				

**2025 CAPITAL BUDGET SHEET**

Department **Fire and Rescue**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Diesel Exhaust System  
 Type - New Equipment

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

It is recommended that this new equipment be purchased for the removal of diesel fuel from the apparatus bays to enhance health and safety compliance and operational efficiencies.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Above apparatus in the bay area of the fire station

**4 - Project Description**

The Airmation system installed will be set-up for activation on all bay doors. This will be done via the TSCMM4 activation control panel with optical system and flag system. An optical beam will span across the front doors, the beam will be 6 to 7 inches off the floor. Once activated the system will run for 28 minutes to clean and clear the air of any contaminants. The lifecycle of this system is 20 years with filters needing replacement every 5 years. Filters cost approximately \$200. This system has a minimal impact on building infrastructure.

**5 - Capital Funding for 2025 Expenditures**

Tax Levy	17,127
Cash in Lieu of Parkland	
Asset Management	
Development Charges	51,380
Other (grants)	
<b>Total Funding</b>	<b>68,507</b>

**Additional information related to DC's**

Project # and Description in DC	1 - Provision for Additional Facility Space
Year in DC Study	2024 to 2025
% of DC Funding allowed in DC	75%
Service Area in DC	Fire Protection Services

**6 - Capital Components, Costs, and Timing**

Please list proposed capital spending by quarter for cash flow purposes

Project Components	2025				Future Phases <span style="color:red">Note A</span>				
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2025	2026	2027	2028	2029
Purchase Equipment		68,507							

Note A: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2025</b>	<b>Annualized</b>		
<b>Incremental Revenues</b>			<b># FT Staff</b>	<b># PT Staff</b>
<b>Incremental Salary and Benefits</b>				
<b>Incremental Non-Salary Costs</b>				
<b>Total Incr. Exp./(Rev.)</b>				

**2025 CAPITAL BUDGET SHEET**

Department

Corporate

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Tablets and OWL Cameras - Building, Fire and Administration  
Type - Replacement and Purchase of new Tablets and OWL Cameras

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

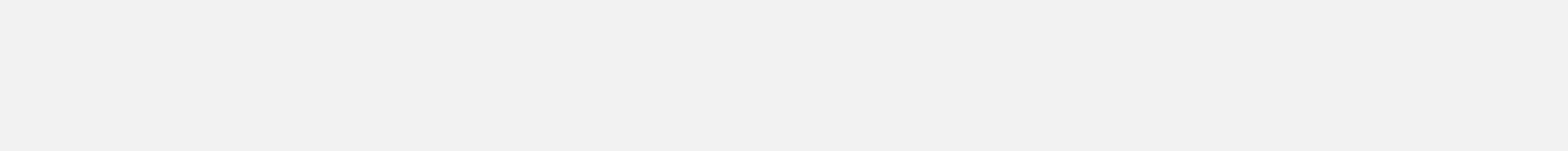
The Township incorporates a 5 year replacement lifecycle for tablets and OWL cameras (similar to Computer Equipment replacement lifecycle). Maintaining a replacement program for tablets and similar technologies is a municipal best practice. Over time, software becomes outdated and unsupported by software providers. Updating hardware and software leads to greater efficiencies, increased productivity, and reduced overall operating costs. Maintaining hardware also helps better manage security risks related to IT infrastructure.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Municipal Office and Firehall

**4 - Project Description**

8 Tablets and 2 OWL Cameras are being replaced or purchased across the corporation as follows:  
  
3 in the Building Department - \$4,499.97 (2 are replacement, 1 additional tablet is being purchased for the Building Services Technician position that was approved in 2024).  
4 in the Fire Department - \$3,898.97 (3 are replacement, 1 additional tablet is being purchased for Fire Health and Safety requirements)  
1 in the Administration Department - \$299.00 (1 is replacement)  
2 Owl Cameras - \$3,000.00 (2 are replacement)  
  
Please note, there are incremental costs of \$175 in the Building Operating Budget related to the data requirements associated with the additional tablet that is being proposed to be purchased.



**5 - Capital Funding for 2025 Expenditures**

Building Reserve	4,500
Corporate Information Technology	7,198
Development Charges	
Other (grants)	
<b>Total Funding</b>	<b>11,698</b>

**Additional information related to DC's**

Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC Service Area in DC	

**6 - Capital Components, Costs, and Timing**

Please list proposed capital spending by quarter for cash flow purposes

Project Components	2025				2025	Future Phases <span style="color: red;">Note A</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC		2026	2027	2028	2029
Purchase Equipment	11,698								

Note A: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2025</b>	<b>Annualized</b>		
Incremental Revenues			# FT Staff	# PT Staff
Incremental Salary and Benefits				
Incremental Non-Salary Costs	175			
<b>Total Incr. Exp./ (Rev.)</b>				

**2025 CAPITAL BUDGET SHEET**

Department

Corporate

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Other recommendations from 2023 IT Infrastructure and Services Audit  
 Type - IT Infrastructure and Service Audit Upgrades

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

As reported to Council in Report ADM-2023-059 at the November 8, 2023 Council Meeting, it was recommended that the Township implement enviromental monitoring in the server room and installation of a network aware UPS and Battery Backup Unit.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Municipal Office

**4 - Project Description**

Township staff recommend the following :  
  
 Implementing a UPS that is network connected to ensure it can be properly monitored - \$1,248  
 Installing an environmental monitor to monitor temperature, humidity, and moisture levels in the server room to trigger alerts in the event of a flood or other environmental anomaly - \$2,122

**5 - Capital Funding for 2025 Expenditures**

<b>Tax Levy</b>	
<b>Building Reserve</b>	1,011
<b>Corporate Information Technology</b>	2,359
<b>Development Charges</b>	
<b>Other (grants)</b>	
<b>Total Funding</b>	<b>3,370</b>

<b>Additional information related to DC's</b>	
Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC	
Service Area in DC	

**6 - Capital Components, Costs, and Timing**

Please list proposed capital spending by quarter for cash flow purposes

Project Components	2025				Future Phases <span style="color: red;">Note A</span>				
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2025	2026	2027	2028	2029
Purchase Equipment	3,370								
<span style="color: red;">Note A:</span> The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if project is approved.									

**7 - Incremental Operating Budget Impact**

	2025	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
Total Incr. Exp./ (Rev.)				



**2025 CAPITAL BUDGET SHEET**

Department

By-law

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Decibel Meter and Calibrator  
 Type - Decibel Meter to support By-law Enforcement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Purchase of Decibel Meter and Calibrator to enable enforcement of the proposed Shooting Range By-law. In order to enforce the proposed Shooting Range By-law, staff will require a decibel meter capable of measuring noise produced by gun shots. To measure the noise produced by gun shots, the meter must have impulse detection. In addition to the decibel meter, a calibrator will be required as the decibel reader will need to be calibrated before and after each set of measurements.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Municipal Office

**4 - Project Description**

1 Nor140 Decibel Meter- \$6,669.65  
 1 Nor1244 Calibrator - \$1688.08

**5 - Capital Funding for 2025 Expenditures**

Tax Levy	5,058
Cash in Lieu of Parkland	
Asset Management	
Development Charges	3,300
Other (grants)	
<b>Total Funding</b>	<b>8,358</b>

**Additional information related to DC's**

Project # and Description in DC	1 - Provision for By-law Enforcement Equipment
Year in DC Study	2024 to 2033
% of DC Funding allowed in DC Service Area in DC	100%
	P.O.A., including By-law Enforcement

**6 - Capital Components, Costs, and Timing**

Please list proposed capital spending by quarter for cash flow purposes

Project Components	2025					Future Phases <span style="color: red;">Note A</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2025	2026	2027	2028	2029
Purchase Equipment		8,358							
<span style="color: red;">Note A:</span> The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if project is approved.									

**7 - Incremental Operating Budget Impact**

	2025	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
Total Incr. Exp./(Rev.)				

**2026 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Fire and Rescue</b>								
	Fire and Rescue							
		Fire Master Plan	Study/Plan			\$12,000	\$18,000	\$30,000
		Structural Firefighter Gear	Asset Management			\$30,180		\$30,180
		Portable Pumps	Asset Management			\$18,000		\$18,000
<b>General Government</b>								
	Corporate							
		Asset Management	Reserve Contribution		\$1,002,575			\$1,002,575
		Corporate Information Technology	Reserve Contribution		\$20,000			\$20,000
		Computer Equipment	Information Technology			\$9,581		\$9,581
		Computer Equipment - New Term of Council	Information Technology			\$8,590		\$8,590
		Administrative Studies	Reserve Contribution		\$40,000			\$40,000
		Website Redesign	Information Technology	\$28,000				\$28,000
		Revitalizing the Downtowns in Aberfoyle and Morriston	Study/Plan	\$24,750				\$24,750
<b>Parks and Recreation</b>								
	Parks							
		Recreation and Parks Master Plan	Study/Plan			\$12,000	\$18,000	\$30,000
		Pickup Truck - Trsfr from Public Works	Asset Management	\$6,000			\$0	\$6,000
		Light Poles Replacement at the Puslinch Community Centre Grounds	Asset Management				\$5,200	\$5,200
		Fencing Replacement at the Badenoch Soccer Field (East Side)	Asset Management				\$14,934	\$14,934
	PCC							
		Bar Counter, Bar Door, Cosmetic Upgrades	Asset Management	\$20,000			\$80,000	\$100,000
<b>Public Works</b>								
	Public Works							

## 2026 Capital Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type			Grand Total	
				Grant	Levy	Discretionary_Reserves		Restricted_Reserves
		Gravel Roads Improvement	Reserve Contribution		\$420,800		\$420,800	
		Pickup truck - 3/4 ton - Single Cab	Asset Management			\$46,330	\$46,330	
		Daymond Drive - Stormwater Management Facility	Asset Management			\$300,000	\$300,000	
		Aberfoyle Business Park Block 6 - Stormwater Management Facility	Asset Management			\$200,000	\$200,000	
		Carroll Pond & Lesic Jassal Municipal Drain - Sediment Survey	Study/Plan			\$7,000	\$7,000	
		Concession 2 Culvert	Asset Management			\$138,240	\$21,760	\$160,000
		Mason Road - Concession 7 to End	Asset Management			\$56,160	\$8,840	\$65,000
		Nicholas Beaver Road - Winer Road to Brock Road South	Asset Management			\$376,704	\$59,296	\$436,000
		Grader - 502	Asset Management			\$70,000		\$70,000
		Concession 2 - Sideroad 10 South to County Road 35	Asset Management			\$519,264	\$81,736	\$601,000
		Concession 2 - Country Road 35 to Sideroad 25 South	Asset Management			\$527,040	\$82,960	\$610,000
		Concession 2 - Sideroad 20 South to Sideroad 25 South	Asset Management	\$372,380		\$173,732	\$386,888	\$933,000
		Concession 2/2A - Sideroad 25 South to Concession 2	Asset Management			\$251,424	\$39,576	\$291,000
		Concession 2A - Concession 2 to Concession 7	Asset Management			\$93,312	\$14,688	\$108,000
Planning								
	Planning	Development of a Township Official Plan	Study/Plan			\$32,501	\$67,500	\$100,000
<b>Grand Total</b>				<b>\$451,130</b>	<b>\$1,483,375</b>	<b>\$2,882,058</b>	<b>\$899,378</b>	<b>\$5,715,940</b>

**2027 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type			Grand Total
				Grant	Levy	Discretionary_Reserves	
<b>Building</b>							
	<b>Building</b>						
		Pickup Truck - Mid-Size	Asset Management			\$19,813	\$19,813
<b>Fire and Rescue</b>							
	<b>Fire and Rescue</b>						
		Structural Firefighter Gear	Asset Management			\$20,120	\$20,120
		Pickup Truck - Mid-Size	Asset Management			\$0	\$0
		Pickup Truck - Mid-Size	Asset Management	\$3,000			\$3,000
		Washer/Extractor/Dryer	Asset Management			\$24,312	\$24,312
		Thermal Imaging Camera	Asset Management			\$6,576	\$6,576
<b>General Government</b>							
	<b>Corporate</b>						
		Community Based Strategic Plan	Study/Plan			\$3,489	\$24,921
		Asset Management	Reserve Contribution	\$1,029,325			\$1,029,325
		Corporate Information Technology	Reserve Contribution	\$20,000			\$20,000
		Computer Equipment	Information Technology			\$6,056	\$6,056
		Administrative Studies	Reserve Contribution	\$40,000			\$40,000
		Firewall Upgrades	Information Technology			\$3,200	\$3,200
<b>Parks and Recreation</b>							
	<b>PCC</b>						
		Rebalancing of HVAC system	Asset Management			\$5,000	\$5,000
<b>Public Works</b>							
	<b>Public Works</b>						
		Gravel Roads Improvement	Reserve Contribution	\$470,800			\$470,800
		Leslie Road West Culvert	Asset Management			\$95,040	\$110,000
		Cooks Bridge	Asset Management			\$648,000	\$750,000
		Cooks Mill Road - Bridge to County Road 41	Asset Management			\$110,592	\$128,000
		Bridle Path - Bridle Path Split to Brock Road South	Asset Management			\$203,000	\$203,000
		Bridle Path	Asset Management			\$508,000	\$508,000
		Bridge and Culvert Inspections	Study/Plan			\$15,000	\$15,000
		Tandem Dump Truck - 304	Asset Management	\$25,000		\$400,866	\$425,866
		Victoria Road South - County Road 34 to Maltby Road East	Asset Management	\$372,380		\$172,236	\$944,000
<b>By-law</b>							
	<b>By-law</b>						
		SUV	Asset Management			\$19,813	\$19,813
		Comprehensive By-law Enforcement Legislative Review	Study/Plan			\$25,000	\$50,000

**2027 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type		Discretionary_Reserves	Restricted_Reserves	Grand Total
				Grant	Levy			
Planning	Planning	Development of a Township Official Plan	Study/Plan	\$25,000		\$7,501	\$67,500	\$100,000
<b>Grand Total</b>				<b>\$425,380</b>	<b>\$1,560,125</b>	<b>\$2,288,614</b>	<b>\$652,684</b>	<b>\$4,926,803</b>

**2028 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Building</b>								
	Building							
		Septic Reinspections	Study/Plan		\$18,179			\$18,179
<b>Fire and Rescue</b>								
	Fire and Rescue							
		Structural Firefighter Gear	Asset Management			\$10,060		\$10,060
		Aerial 33 Truck	Asset Management		\$10,000	\$2,290,000		\$2,300,000
<b>General Government</b>								
	Corporate							
		Asset Management	Reserve Contribution		\$1,056,075			\$1,056,075
		Corporate Information Technology	Reserve Contribution		\$20,000			\$20,000
		Compensation and Benefits Review	Study/Plan			\$27,000		\$27,000
		Computer Equipment	Information Technology			\$9,031		\$9,031
		Administrative Studies	Reserve Contribution		\$40,000			\$40,000
		Information Technology Infrastructure Audit	Information Technology			\$11,000		\$11,000
	Municipal Office							
		Emergency Generator	Asset Management			\$170,000		\$170,000
		Replacement of metal roofing panels	Asset Management			\$125,000		\$125,000
		Roads Storage Building Roof Rehabilitation	Asset Management			\$15,000		\$15,000
		Municipal Complex: Parking Lot	Asset Management			\$162,750		\$162,750
<b>Parks and Recreation</b>								
	Parks							

2028 Capital Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
		Replacement of metal roofing panels in Blue Storage Building Behind PCC	Asset Management				\$30,000	\$30,000
		Kabota Lawnmower	Asset Management	\$4,933			\$22,237	\$27,169
		Gravel Road Rehabilitation at Old Morriston Park	Asset Management				\$7,740	\$7,740
	PCC							
		Replacement of metal roofing panels	Asset Management				\$100,000	\$100,000
	Public Works							
	Public Works							
		Gravel Roads Improvement	Reserve Contribution		\$520,800			\$520,800
		Roads Condition Index Updates	Study/Plan			\$34,560	\$5,440	\$40,000
		Storm Water Management Pond Inspections	Study/Plan			\$5,000		\$5,000
		Roadside Safety Allowances - Bridges and Culverts	New Asset		\$176,256		\$27,744	\$204,000
		Concession 4 - County Road 35 to Sideroad 20 North	Asset Management	\$372,380		\$147,748	\$81,872	\$602,000
		Concession 1 - Sideroad 10 South to County Road 35	Asset Management			\$520,128	\$81,872	\$602,000
		Gore Road - County Road 35 to Foreman Road	Asset Management			\$249,128	\$352,872	\$602,000
		Traffic Calming - Streetscaping Morriston - Phase 2	New Asset	\$25,000	\$101,576		\$19,924	\$146,500
		Tandem Roll-Off Dump Truck- 302	Asset Management			\$408,752		\$408,752
		Tandem Roll-Off Dump Truck- 302	Asset Management	\$25,000				\$25,000
		Traffic Count Study	Study/Plan			\$25,920	\$4,080	\$30,000
	Planning							
	Planning							
		Zoning By-law Update	Study/Plan			\$11,376	\$23,625	\$35,001
<b>Grand Total</b>				<b>\$455,491</b>	<b>\$1,914,707</b>	<b>\$4,222,453</b>	<b>\$757,406</b>	<b>\$7,350,057</b>



2029 Capital Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Fire and Rescue</b>								
	Fire and Rescue							
		Structural Firefighter Gear	Asset Management			\$20,120		\$20,120
		Thermal Imaging Camera	Asset Management			\$6,803		\$6,803
<b>General Government</b>								
	Corporate							
		Asset Management	Reserve Contribution		\$1,082,825			\$1,082,825
		Corporate Information Technology	Reserve Contribution		\$20,000			\$20,000
		Computer Equipment	Information Technology			\$16,508		\$16,508
		Administrative Studies	Reserve Contribution		\$40,000			\$40,000
		Network Hardware Upgrades	Information Technology			\$6,800		\$6,800
	Finance							
		Energy Conservation and Demand Management Plan	Study/Plan			\$7,603	\$793	\$8,395
	Municipal Office							
		Exterior wall rehabilitation	Asset Management			\$25,000		\$25,000
		Replacement of furnaces - Fire area	Asset Management			\$20,000		\$20,000
		Replacement of fire alarm system (fire extinguishers, panels, bells, pullstations, heat & smoke detectors)	Asset Management			\$15,000		\$15,000
<b>Parks and Recreation</b>								
	ORC							
		Floor Scrubber	Asset Management				\$12,223	\$12,223
	Parks							
		Landscape Trailer	Asset Management	\$2,000			\$8,003	\$10,003

2029 Capital Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
	PCC							
		Exterior wall rehabilitation	Asset Management				\$35,000	\$35,000
		Replacement of fire alarm system (fire extinguishers, panels, bells, pullstations, heat & smoke detectors)	Asset Management				\$5,000	\$5,000
	Public Works							
	Public Works							
		Gravel Roads Improvement	Reserve Contribution		\$570,800			\$570,800
		Concession 1 Culvert	Asset Management			\$17,280	\$2,720	\$20,000
		Sideroad 20 North - County Road 34 to Forestell Road	Asset Management	\$372,380		\$160,140	\$397,480	\$930,000
		Concession 4 - Sideroad 20 North to curve in road	Asset Management			\$113,184	\$17,816	\$131,000
		Concession 1 - Transition to Transition	Asset Management			\$531,360	\$83,640	\$615,000
		Concession 1 - Townline Road to Transition	Asset Management			\$319,680	\$50,320	\$370,000
		Concession 1 - Transition to Sideroad 10 South	Asset Management			\$189,216	\$29,784	\$219,000
		Bridge and Culvert Inspections	Study/Plan			\$15,000		\$15,000
		Tandem Dump Truck- 301	Asset Management	\$25,000		\$416,638		\$441,638
<b>Grand Total</b>				<b>\$399,380</b>	<b>\$1,713,625</b>	<b>\$1,880,333</b>	<b>\$642,779</b>	<b>\$4,636,116</b>

**2030 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Fire and Rescue</b>								
	Fire and Rescue							
		Structural Firefighter Gear	Asset Management			\$10,060		\$10,060
		Tanker 37 Truck	Asset Management	\$20,000		\$780,000		\$800,000
<b>General Government</b>								
	Corporate							
		Asset Management	Reserve Contribution		\$1,109,575			\$1,109,575
		Corporate Information Technology	Reserve Contribution		\$20,000			\$20,000
		Computer Equipment	Information Technology			\$18,193		\$18,193
		Computer Equipment - New Term of Council	Information Technology			\$8,590		\$8,590
		Administrative Studies	Reserve Contribution		\$40,000			\$40,000
		Tablets and OWL Cameras - Building, Fire and Administration	Information Technology			\$12,868		\$12,868
		Firewall Upgrades	Information Technology			\$12,800		\$12,800
	Finance							
		Asset Management Plan and Policy Updates	Study/Plan			\$67,957	\$7,083	\$75,040
	Municipal Office							
		Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment	Study/Plan			\$7,500		\$7,500
<b>Parks and Recreation</b>								
	ORC							
		Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment	Study/Plan			\$6,714	\$787	\$7,500
	PCC							
		Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment	Study/Plan			\$6,714	\$787	\$7,500

## 2030 Capital Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total	
<b>Public Works</b>									
	Public Works								
		Storm Sewer Inspections and Cleaning	Study/Plan			\$10,000		\$10,000	
		Street Lights - Pole and Arm Inspections	Study/Plan			\$20,000		\$20,000	
		Gravel Roads Improvement	Reserve Contribution		\$620,800			\$620,800	
		Sideroad 10 North - Forestell Road to Laird Road West	Asset Management			\$260,928	\$41,072	\$302,000	
		Deer View Ridge - Hammersley Drive to Fox Run Drive	Asset Management				\$303,000	\$303,000	
		Ellis Road Culvert Over Puslinch Lake Irish Creek	Asset Management			\$604,800	\$95,200	\$700,000	
		Fox Run Drive - Deer View Ridge to Fox Run Drive transition to curb	Asset Management			\$190,000		\$190,000	
		Fox Run Drive to Fox Run Drive	Asset Management			\$297,000		\$297,000	
		Laird Road West - End to Country Road 32	Asset Management			\$108,000	\$17,000	\$125,000	
		Old Brock Road - Cockburn Street to End	Asset Management			\$29,376	\$4,624	\$34,000	
		Fox Run Drive - Fox Run Drive transition to median to Fox Run Drive transition to curb	Asset Management			\$92,000		\$92,000	
		Fox Run Drive - Brock Road North to Fox Run Drive transition to median	Asset Management			\$74,000		\$74,000	
		Ellis Road - County Road 32 to 6725 Ellis Road	Asset Management	\$372,380		\$97,636	\$73,984	\$544,000	
		Victoria Street And Church Street - Calfass Road to Queen Street (Highway 6)	Asset Management			\$111,456	\$17,544	\$129,000	
<b>By-law</b>									
	By-law								
		Decibel Meter and Calibrator	Asset Management			\$9,194		\$9,194	
<b>Grand Total</b>					<b>\$392,380</b>	<b>\$1,790,375</b>	<b>\$2,835,785</b>	<b>\$561,080</b>	<b>\$5,579,620</b>

**2031 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Fire and Rescue</b>								
	Fire and Rescue							
		Structural Firefighter Gear	Asset Management			\$40,240		<b>\$40,240</b>
<b>General Government</b>								
	Corporate							
		Asset Management	Reserve Contribution		\$1,136,325			<b>\$1,136,325</b>
		Corporate Information Technology	Reserve Contribution		\$20,000			<b>\$20,000</b>
		Computer Equipment	Information Technology			\$9,581		<b>\$9,581</b>
		Administrative Studies	Reserve Contribution		\$40,000			<b>\$40,000</b>
		Website Redesign	Information Technology	\$30,500				<b>\$30,500</b>
		Server Upgrades	Information Technology			\$12,000		<b>\$12,000</b>
<b>Parks and Recreation</b>								
	ORC							
		Drinking Fountain	Asset Management				\$5,000	<b>\$5,000</b>
	Parks							
		Pickup Truck - Trsfr from Public Works	Asset Management	\$6,000			\$0	<b>\$6,000</b>
<b>Public Works</b>								
	Public Works							
		Gravel Roads Improvement	Reserve Contribution		\$670,800			<b>\$670,800</b>
		Storm Water Management Pond Inspections	Study/Plan			\$5,000		<b>\$5,000</b>
		Pickup truck - 3/4 ton - Single Cab	Asset Management			\$50,542		<b>\$50,542</b>
		Gilmour Road - County Road 46 (Brock Road) to Subdivision Entrance	Asset Management			\$63,072	\$9,928	<b>\$73,000</b>

## 2031 Capital Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type			Grand Total	
				Grant	Levy	Discretionary_Reserves		Restricted_Reserves
		Smith Road - Concession 7 to County Road 34	Asset Management			\$83,808	\$13,192	\$97,000
		Boreham Drive - County Road 37 (Arke Road) to County Road 41 (Watson Road South)	Asset Management			\$202,000		\$202,000
		Hume Road - Nassagaweya-Puslinch Townline to Watson Road South	Asset Management	\$372,380			\$310,620	\$683,000
		Settler's Road - Calfass Road to Telfer Glen	Asset Management			\$93,000		\$93,000
		Back Street - Main Street to Badenoch Street East	Asset Management			\$87,264	\$13,736	\$101,000
		Bridge and Culvert Inspections	Study/Plan			\$15,000		\$15,000
		Tandem Dump Truck - 306	Asset Management	\$25,000		\$432,411		\$457,411
<b>Grand Total</b>				<b>\$433,880</b>	<b>\$1,867,125</b>	<b>\$1,093,918</b>	<b>\$352,476</b>	<b>\$3,747,399</b>

## 2032 Capital Plan Summary

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Building</b>								
	Building	Pickup Truck - Mid-Size	Asset Management			\$21,614		\$21,614
<b>Fire and Rescue</b>								
	Fire and Rescue	Structural Firefighter Gear	Asset Management			\$15,090		\$15,090
		Pickup Truck - Mid-Size	Asset Management	\$3,000		\$0		\$3,000
		Pumper 32 Truck	Asset Management	\$10,000		\$740,000		\$750,000
		Tanker 38 Truck	Asset Management	\$20,000		\$780,000		\$800,000
<b>General Government</b>								
	Corporate	Asset Management	Reserve Contribution		\$1,163,075			\$1,163,075
		Corporate Information Technology	Reserve Contribution		\$20,000			\$20,000
		Compensation and Benefits Review	Study/Plan			\$29,000		\$29,000
		Computer Equipment	Information Technology			\$6,056		\$6,056
		Administrative Studies	Reserve Contribution		\$40,000			\$40,000
<b>Public Works</b>								
	Public Works	Gravel Roads Improvement	Reserve Contribution		\$720,800			\$720,800
		Beiber Road - Nicholas Beaver Road to private property	Asset Management			\$67,392	\$10,608	\$78,000
		Backhoe - 06	Asset Management	\$53,700		\$119,836		\$173,536
		Main Street - Badenoch Street East to Morriston Ball Park	Asset Management			\$64,800	\$10,200	\$75,000
		Telfer Glen - Queen Street (Highway 6) to End	Asset Management	\$318,000				\$318,000

**2032 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total	
		Watson Road South - bridge to bridge	Asset Management				\$211,000	\$211,000	
<b>By-law</b>									
	By-law	Pickup Truck - Mid-Size	Asset Management			\$21,614		\$21,614	
		Comprehensive By-law Enforcement Legislative Review	Study/Plan			\$25,000	\$25,000	\$50,000	
<b>Grand Total</b>					\$404,700	\$1,943,875	\$1,890,402	\$256,808	\$4,495,785



**2033 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Building</b>								
	Building							
		Septic Reinspections	Study/Plan		\$19,831			\$19,831
<b>Fire and Rescue</b>								
	Fire and Rescue							
		Structural Firefighter Gear	Asset Management			\$15,090		\$15,090
		Defibrillators - Fire & Rescue Service Trucks and Municipal Buildings	Asset Management			\$38,593		\$38,593
<b>General Government</b>								
	Corporate							
		Asset Management	Reserve Contribution		\$1,189,825			\$1,189,825
		Corporate Information Technology	Reserve Contribution		\$20,000			\$20,000
		Computer Equipment	Information Technology			\$9,031		\$9,031
		Administrative Studies	Reserve Contribution		\$40,000			\$40,000
		Information Technology Infrastructure Audit	Information Technology			\$12,000		\$12,000
		Firewall Upgrades	Information Technology			\$3,200		\$3,200
<b>Parks and Recreation</b>								
	Parks							
		Kubota Lawn Tractor	Asset Management		\$4,933		\$20,833	\$25,766
		Pickup truck - 1/2 ton - Crew Cab	Asset Management		\$6,000		\$61,072	\$67,072
	PCC							
		Replacement of Sanitary Pumps and Control System	Asset Management				\$5,000	\$5,000
<b>Public Works</b>								
	Public Works							

**2033 Capital Plan Summary**

Project Cost Service	Department	Capital Project	Classification	Funding Type			Grand Total	
				Grant	Levy	Discretionary_Reserves		Restricted_Reserves
		Gravel Roads Improvement	Reserve Contribution		\$770,800		\$770,800	
		Roads Condition Index Updates	Study/Plan			\$34,560	\$5,440	\$40,000
		Dump Pickup Truck - 1.5 ton - 305	Asset Management	\$27,755		\$97,711		\$125,466
		Pickup truck - 3/4 ton - Crew Cab	Asset Management	\$6,000		\$65,910		\$71,910
		Bridge and Culvert Inspections	Study/Plan			\$15,000		\$15,000
		Traffic Count Study	Study/Plan			\$25,920	\$4,080	\$30,000
		Transportation Master Plan	Study/Plan			\$20,000	\$30,000	\$50,000
		Victoria Road Culvert Over Galt Creek	Asset Management			\$146,880	\$23,120	\$170,000
		Victoria Road Culvert North of Leslie	Asset Management			\$172,800	\$27,200	\$200,000
		Victoria Road South - Leslie Road West to County Road 36	Asset Management	\$372,380			\$277,620	\$650,000
<b>Grand Total</b>				<b>\$436,899</b>	<b>\$2,020,625</b>	<b>\$656,695</b>	<b>\$454,365</b>	<b>\$3,568,585</b>

**2024 Capital Plan Summary**

Project Cost				Funding Type				Grand Total	
Service	Department	Capital Project	Classification	Grant	Levy	Discretionary_Re serves	Restricted_Res erves		
Fire and Rescue									
	Fire and Rescue	Structural Firefighter Gear	Asset Management			\$45,270		\$45,270	
General Government									
	Corporate	Asset Management	Reserve Contribution		\$1,216,575			\$1,216,575	
		Corporate Information Technology	Reserve Contribution		\$20,000			\$20,000	
		Computer Equipment	Information Technology			\$16,508		\$16,508	
		Computer Equipment - New Term of Council	Information Technology			\$8,590		\$8,590	
		Administrative Studies	Reserve Contribution		\$40,000			\$40,000	
		Network Hardware Upgrades	Information Technology			\$10,200		\$10,200	
	Finance	Development Charges Study	Study/Plan				\$30,000	\$30,000	
		Energy Conservation and Demand Management Plan	Study/Plan			\$8,294	\$865	\$9,158	
Public Works									
	Public Works	Gravel Roads Improvement	Reserve Contribution		\$820,800			\$820,800	
		Storm Water Management Pond Inspections	Study/Plan			\$5,000		\$5,000	
		Daymond Drive - County Road 46 to End	Asset Management			\$201,000		\$201,000	
		Cassin Court - Daymond Drive to End	Asset Management			\$78,000		\$78,000	
		Victoria Road South - Leslie Road West to Flamborough Puslinch Townline	Asset Management				\$270,000	\$270,000	
		Laing Court - Currie Drive to End	Asset Management			\$34,000		\$34,000	
		Puslinch-Flamborough Townline - Victoria Road South to Maddaugh Road	Asset Management	\$280,800			\$44,200	\$325,000	
<b>Grand Total</b>					<b>\$280,800</b>	<b>\$2,097,375</b>	<b>\$406,862</b>	<b>\$345,065</b>	<b>\$3,130,102</b>

**Projects by Year**

Project Cost															
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Building															
Septic Reinspections									\$18,179					\$19,831	
Pickup Truck - Mid-Size								\$19,813					\$21,614		
<b>Building Total</b>								<b>\$19,813</b>	<b>\$18,179</b>				<b>\$21,614</b>	<b>\$19,831</b>	

**Projects by Year**

Project Cost															
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Fire and Rescue															
Fire Master Plan						\$30,000	\$30,000								
Structural Firefighter Gear						\$40,010	\$30,180	\$20,120	\$10,060	\$20,120	\$10,060	\$40,240	\$15,090	\$15,090	\$45,270
Pickup Truck - Mid-Size								\$0					\$3,000		
Pickup Truck - Mid-Size								\$3,000							
Pump 31 Truck						\$985,153									
Portable Pumps							\$18,000								
Aerial 33 Truck									\$2,300,000						
Pumper 32 Truck													\$750,000		
Defibrillators - Fire & Rescue Service Trucks and Municipal Buildings						\$33,270								\$38,593	
Diesel Exhaust System						\$68,507									
Washer/Extractor/Dryer								\$24,312							
Thermal Imaging Camera								\$6,576		\$6,803					
Tanker 37 Truck											\$800,000				
Tanker 38 Truck													\$800,000		
<b>Fire and Rescue Total</b>						<b>\$1,156,940</b>	<b>\$78,180</b>	<b>\$54,009</b>	<b>\$2,310,060</b>	<b>\$26,923</b>	<b>\$810,060</b>	<b>\$40,240</b>	<b>\$1,568,090</b>	<b>\$53,683</b>	<b>\$45,270</b>

**Projects by Year**

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Corporate	Community Based Strategic Plan								\$24,921							
	Asset Management						\$975,825	\$1,002,575	\$1,029,325	\$1,056,075	\$1,082,825	\$1,109,575	\$1,136,325	\$1,163,075	\$1,189,825	\$1,216,575
	Corporate Information Technology						\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	County Road Diet through Aberfoyle Peer Review			\$20,000												
	401 and Highway 6 Project Review of Hotspots			\$5,000	\$8,537											
	Compensation and Benefits Review					\$25,000				\$27,000				\$29,000		
	Computer Equipment						\$18,193	\$9,581	\$6,056	\$9,031	\$16,508	\$18,193	\$9,581	\$6,056	\$9,031	\$16,508
	Computer Equipment - New Term of Council							\$8,590				\$8,590				\$8,590
	Administrative Studies						\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
	Information Technology Infrastructure Audit									\$11,000					\$12,000	
	Website Redesign							\$28,000					\$30,500			
	Revitalizing the Downtowns in Aberfoyle and Morriston						\$24,750	\$24,750								
	Other Recommendations from 2023 IT Infrastructure and Services Audit						\$3,370									
	Tablets and OWL Cameras - Building, Fire and Administration						\$11,698					\$12,868				
	Firewall Upgrades								\$3,200			\$12,800			\$3,200	
	Network Hardware Upgrades										\$6,800					\$10,200
	Server Upgrades												\$12,000			
<b>Corporate Total</b>				<b>\$25,000</b>	<b>\$8,537</b>	<b>\$25,000</b>	<b>\$1,093,836</b>	<b>\$1,133,496</b>	<b>\$1,123,502</b>	<b>\$1,163,106</b>	<b>\$1,166,133</b>	<b>\$1,222,026</b>	<b>\$1,248,406</b>	<b>\$1,258,131</b>	<b>\$1,274,056</b>	<b>\$1,311,873</b>

**Projects by Year**

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Finance																
	Asset Management Plan and Policy Updates					\$67,000						\$75,040				
	Parkland Dedication By-law Amendment				\$19,322											
	Community Improvement Plan Amendment and Financial Incentives				\$25,000											
	Technical Guidelines for the Energy Conservation and Demand Management Plan						\$5,000									
	Development Charges Study Amendment						\$15,264									
	Development Charges Study															\$30,000
	Energy Conservation and Demand Management Plan										\$8,395					\$9,158
<b>Finance Total</b>					<b>\$44,322</b>	<b>\$67,000</b>	<b>\$20,264</b>				<b>\$8,395</b>	<b>\$75,040</b>				<b>\$39,158</b>

## Projects by Year

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Municipal Office																
	Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment						\$5,000					\$7,500				
	Convert Lighting to LED and Install Motion Sensors			\$17,420												
	Emergency Generator									\$170,000						
	Municipal Administration and Operations Facility						\$600,000									
	Municipal Office HVAC Upgrades		\$75,599	\$124,056												
	Accessible Washroom Upgrades			\$100,000												
	Power Distribution Equipment (feeders, panels, main disconnect switch)			\$20,000												
	Replacement of UV Pure Water Treatment System					\$20,000										
	Replacement of metal roofing panels									\$125,000						
	Roads Storage Building Roof Rehabilitation									\$15,000						
	Municipal Complex: Parking Lot									\$162,750						
	Exterior wall rehabilitation										\$25,000					
	Replacement of furnaces - Fire area										\$20,000					
	Replacement of fire alarm system (fire extinguishers, panels, bells, pullstations, heat & smoke detectors)										\$15,000					
	Window and Door Replacement Program			\$100,000												
<b>Municipal Office Total</b>			<b>\$75,599</b>	<b>\$361,476</b>		<b>\$20,000</b>	<b>\$605,000</b>			<b>\$472,750</b>	<b>\$60,000</b>	<b>\$7,500</b>				



**Projects by Year**

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
ORC																
	Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment	\$5,000										\$7,500				
	Rinkboard Replacement (Interior and Exterior)						\$200,000									
	Drinking Fountain												\$5,000			
	Floor Scrubber										\$12,223					
<b>ORC Total</b>		<b>\$5,000</b>					<b>\$200,000</b>				<b>\$12,223</b>	<b>\$7,500</b>	<b>\$5,000</b>			

## Projects by Year

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Parks																
	Recreation and Parks Master Plan						\$30,000	\$30,000								
	Pickup Truck - Trsfr from Public Works							\$6,000					\$6,000			
	Landscape Trailer										\$10,003					
	Light Poles Replacement at the Puslinch Community Centre Grounds							\$5,200								
	Fencing Replacement at the Badenoch Soccer Field (East Side)							\$14,934								
	Replacement of metal roofing panels in Blue Storage Building Behind PCC									\$30,000						
	Kabota Lawnmower									\$27,169						
	Gravel Road Rehabilitation at Old Morriston Park									\$7,740						
	Kubota Lawn Tractor															\$25,766
	Pickup truck - 1/2 ton - Crew Cab															\$67,072
	Badenoch Soccer Field Shed Roof Repairs						\$4,000									
	Boreham Park Safety Study					\$5,393										
<b>Parks Total</b>						<b>\$5,393</b>	<b>\$34,000</b>	<b>\$56,134</b>		<b>\$64,909</b>	<b>\$10,003</b>		<b>\$6,000</b>		<b>\$92,838</b>	

## Projects by Year

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
PCC																
	Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment	\$5,000										\$7,500				
	Emergency Generator						\$170,000									
	Bar Counter, Bar Door, Cosmetic Upgrades							\$100,000								
	Replacement of UV Pure Water Treatment System					\$20,000										
	Replacement of metal roofing panels									\$100,000						
	Exterior wall rehabilitation										\$35,000					
	Replacement of fire alarm system (fire extinguishers, panels, bells, pullstations, heat & smoke detectors)										\$5,000					
	Replacement of Sanitary Pumps and Control System														\$5,000	
	Rebalancing of HVAC system								\$5,000							
	Window and Door Replacement Program					\$140,000										
	Electronic Sign Replacement						\$37,500									
	Killean School Bell Cairn						\$20,550									
<b>PCC Total</b>		<b>\$5,000</b>				<b>\$160,000</b>	<b>\$228,050</b>	<b>\$100,000</b>	<b>\$5,000</b>	<b>\$100,000</b>	<b>\$40,000</b>	<b>\$7,500</b>			<b>\$5,000</b>	



## Projects by Year

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Public Works	Aberfoyle Business Park Block 6 - Stormwater Management Facility							\$200,000								
	Concession 4 - Sideroad 20 North to curve in road										\$131,000					
	Concession 4 - County Road 35 to Sideroad 20 North									\$602,000						
	Concession 1 - Sideroad 10 South to County Road 35									\$602,000						
	Leslie Road West - Victoria Road South to Watson Road South						\$587,000									
	Gilmour Road - County Road 46 (Brock Road) to Subdivision Entrance												\$73,000			
	Smith Road - Concession 7 to County Road 34												\$97,000			
	Deer View Ridge - Hammersley Drive to Fox Run Drive											\$303,000				
	Carroll Pond & Lesic Jassal Municipal Drain - Sediment Survey							\$7,000								
	Cooks Bridge								\$750,000							
	Ellis Road Culvert Over Puslinch Lake Irish Creek											\$700,000				
	Concession 2 Culvert							\$160,000								
	Fox Run Drive - Deer View Ridge to Fox Run Drive transition to curb											\$190,000				
	Fox Run Drive to Fox Run Drive											\$297,000				
	Concession 1 - Transition to Transition										\$615,000					
	Beiber Road - Nicholas Beaver Road to private property													\$78,000		

## Projects by Year

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Public Works	Boreham Drive - County Road 37 (Arkell Road) to County Road 41 (Watson Road South)												\$202,000			
	Hume Road - Nassagaweya-Puslinch Townline to Watson Road South												\$683,000			
	Cooks Mill Road - Bridge to County Road 41								\$128,000							
	Settler's Road - Calfass Road to Telfer Glen												\$93,000			
	Winer Road - McLean Road to Nicholas Beaver Road						\$358,000									
	Mason Road - Concession 7 to End							\$65,000								
	Nicholas Beaver Road - Winer Road to Brock Road South							\$436,000								
	Grader - 502							\$70,000								
	Concession 2 - Sideroad 10 South to County Road 35							\$601,000								
	Concession 2 - Country Road 35 to Sideroad 25 South							\$610,000								
	Concession 2 - Sideroad 20 South to Sideroad 25 South							\$933,000								
	Concession 2/2A - Sideroad 25 South to Concession 2							\$291,000								
	Concession 2A - Concession 2 to Concession 7							\$108,000								
	Bridle Path - Bridle Path Split to Brock Road South								\$203,000							
	Bridle Path								\$508,000							
	Gore Road - County Road 35 to Foreman Road									\$602,000						
	Concession 1 - Townline Road to Transition										\$370,000					
	Concession 1 - Transition to Sideroad 10 South										\$219,000					

## Projects by Year

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Public Works	Laird Road West - End to Country Road 32											\$125,000				
	Old Brock Road - Cockburn Street to End											\$34,000				
	Fox Run Drive - Fox Run Drive transition to median to Fox Run Drive transition to curb											\$92,000				
	Fox Run Drive - Brock Road North to Fox Run Drive transition to median											\$74,000				
	Ellis Road - County Road 32 to 6725 Ellis Road											\$544,000				
	Back Street - Main Street to Badenoch Street East												\$101,000			
	Backhoe - 06													\$173,536		
	Main Street - Badenoch Street East to Morriston Ball Park													\$75,000		
	Daymond Drive - County Road 46 to End															\$201,000
	Dump Pickup Truck - 1.5 ton - 305															\$125,466
	Pickup truck - 3/4 ton - Crew Cab						\$63,194									\$71,910
	Bridge and Culvert Inspections						\$15,000		\$15,000		\$15,000		\$15,000		\$15,000	
	Tandem Dump Truck - 304								\$425,866							
	CLI-ECA Application for Municipal Stormwater Management Systems						\$51,750									
	Hard-Surfacing Gravel Roads - Design Costs						\$47,500									
	Victoria Road South - County Road 34 to Maltby Road East								\$944,000							
	Traffic Calming - Streetscaping Morriston - Phase 2									\$146,500						
	Tandem Roll-Off Dump Truck- 302									\$408,752						

## Projects by Year

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Public Works	Tandem Roll-Off Dump Truck- 302									\$25,000						
	Traffic Count Study									\$30,000					\$30,000	
	Tandem Dump Truck- 301										\$441,638					
	Victoria Street And Church Street - Calfass Road to Queen Street (Highway 6)											\$129,000				
	Tandem Dump Truck - 306												\$457,411			
	Telfer Glen - Queen Street (Highway 6) to End													\$318,000		
	Watson Road South - bridge to bridge													\$211,000		
	Transportation Master Plan														\$50,000	
	Victoria Road Culvert Over Galt Creek														\$170,000	
	Victoria Road Culvert North of Leslie														\$200,000	
	Victoria Road South - Leslie Road West to County Road 36														\$650,000	
	Concession 1/Leslie Road West - Concession 7 to Highway 6						\$684,000									
	Cassin Court - Daymond Drive to End															\$78,000
	Victoria Road South - Leslie Road West to Flamborough Puslinch Townline															\$270,000
	Laing Court - Currie Drive to End															\$34,000
	Puslinch-Flamborough Townline - Victoria Road South to Madaugh Road															\$325,000
<b>Public Works Total</b>		<b>\$141,062</b>		<b>\$408,938</b>	<b>\$50,000</b>		<b>\$3,185,244</b>	<b>\$4,248,130</b>	<b>\$3,554,666</b>	<b>\$3,186,052</b>	<b>\$3,312,438</b>	<b>\$3,440,800</b>	<b>\$2,447,754</b>	<b>\$1,576,336</b>	<b>\$2,123,176</b>	<b>\$1,733,800</b>



**Projects by Year**

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
By-law																
By-law																
	Pickup Truck - Mid-Size													\$21,614		
	SUV								\$19,813							
	Decibel Meter and Calibrator						\$8,358					\$9,194				
	Comprehensive By-law Enforcement Legislative Review								\$50,000					\$50,000		
<b>By-law Total</b>							<b>\$8,358</b>		<b>\$69,813</b>			<b>\$9,194</b>		<b>\$71,614</b>		

**Projects by Year**

Project Cost		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Planning																
Planning																
	Regionally Significant Economic Development Study Area Phase 1 (Employment)			\$30,000		\$70,000										
	Regionally Significant Economic Development Study Area Phase 2 (Residential)						\$60,000									
	Development of a Township Official Plan							\$100,000	\$100,000							
	Zoning By-law Update									\$35,001						
	Development Standards Guidelines						\$30,000									
<b>Planning Total</b>				<b>\$30,000</b>		<b>\$70,000</b>	<b>\$90,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$35,001</b>						
		<b>\$151,062</b>	<b>\$75,599</b>	<b>\$825,414</b>	<b>\$102,859</b>	<b>\$347,393</b>	<b>\$6,621,691</b>	<b>\$5,715,940</b>	<b>\$4,926,803</b>	<b>\$7,350,057</b>	<b>\$4,636,116</b>	<b>\$5,579,620</b>	<b>\$3,747,399</b>	<b>\$4,495,785</b>	<b>\$3,568,585</b>	<b>\$3,130,102</b>

Equipment Replacement Schedule

Schedule C to Report FIN-2024-027

Department	Description	Year	Asset ID	Intercorporate Transfer	Current Mileage	Current Hours	Lifecycle	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
Public Works	Brush Chipper	2015	8018		N/A	261	20																			
Parks	Lawn Tractor	2023	8011		N/A	504	10									26										30
Fire	Aerial 33 Truck	2003	5033		65,210	2,899	25				2300															
Public Works	Dump/Plow - 302	2020-302	8014		74,571	3,164	8				434								497							
ORC	Floor Scrubber	2021	4060		N/A	N/A	8					12									14					
Public Works	Grader with Snow Plowing Equip.	2022-501	8002		N/A	2,185	25																			
Parks	Landscape Trailer	2014	8012		N/A	N/A	15					10														
By-law	Pickup truck - Mid-Size	2016	7005B	from Building/Tfr Prev to Fire	85,335	N/A	5			20					22										18	
Building	SUV	2022	7005C	Buy New/Tfr Prev to By-law	25,525	N/A	5			20					22										18	
Public Works	Tandem Dump Truck - 304	2019-304	8013		76,384	2,515	8				426								489							552
Public Works	Pickup truck - 3/4 ton - Crew Cab	2017-05	7009		205,632	N/A	8	63								72								81		
Fire	Tanker 38 Truck	2007	5038		46,970	2,964	25								800											
Public Works	Backhoe	2019-06	8001		N/A	2,213	12								174											
Public Works	Grader	2000-502	8003		N/A	9,880	25		70																	
Parks	Lawn Tractor	2018	7007		N/A	2,024	10				27															
Parks	Pickup truck - 1/2 ton	2015-04	7008	from PW/Sell Prev	168,786	N/A	5		PW tfr						PW tfr										PW tfr	
Parks	Pickup truck - 1/2 ton - Crew Cab	2023-07	7004		20,003	N/A	10									67.1										78
Fire	Tanker 37 Truck	2010	7006		31,248	1,432	20						800													
Public Works	Dump Pickup Truck - 1.5 ton - 305	2021-305	7003		69,359	N/A	12									125										
Public Works	International Plow Truck - 303	2015-303	8017	Spare until 304 replaced.	86,789	3,208	12																			
Parks	Landscape Trailer	2023	8007		N/A	N/A	15																			12
ORC	Olympia Ice Machine	2017	8020		N/A	N/A	25	Director to assess after 8 years of lifecycle (in 2025) given operating costs incurred in 2022/2023																		
Fire	Pickup truck - 1/2 ton	2013	7005A	from By-law/Sell Prev	203,155	N/A	5			BL tfr					BL tfr											114
Public Works	Pickup truck - 3/4 ton - Single Cab	2021-03	8019	Buy New/Tfr Prev to Parks	94,426	N/A	5		46					51					55						59	
Fire	Pumper 31 Truck	2005	5031		121,536	4,862	20	985																		
Fire	Pumper 32 Truck	2012	5040		42,271	2,184	20								750											
Fire	Rescue 35 Truck	2022	5035		12,005	544	25																			
Public Works	Roadside Mower Attachment for Grader 502	2022	8006		N/A	N/A	20																		131	
Public Works	Tandem Dump Truck - 301	2021-301	8016		28,502	1,029	8					442														
Public Works	Tandem Dump Truck - 306	2023-306	8021		7,088	242	8																			
	<b>Total</b>							<b>1048</b>	<b>116</b>	<b>466</b>	<b>2761</b>	<b>464</b>	<b>800</b>	<b>508</b>	<b>1768</b>	<b>290</b>	<b>0</b>	<b>489</b>	<b>552</b>	<b>555</b>	<b>42</b>	<b>521</b>	<b>0</b>	<b>140</b>	<b>281</b>	<b>660</b>



## Capital Summary - Funding Sources by Year

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Restric ORC</b>	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$12,223	\$787	\$5,000	\$0	\$0	\$0
<b>Parks</b>	\$0	\$0	\$0	\$0	\$5,393	\$22,000	\$38,134	\$0	\$59,977	\$8,003	\$0	\$0	\$0	\$81,905	\$0
<b>PCC</b>	\$0	\$0	\$0	\$0	\$160,000	\$203,050	\$80,000	\$5,000	\$100,000	\$40,000	\$787	\$0	\$0	\$5,000	\$0
<b>Public Works</b>	\$0	\$0	\$0	\$0	\$0	\$578,928	\$695,744	\$533,752	\$573,804	\$581,760	\$552,424	\$347,476	\$231,808	\$367,460	\$314,200
<b>By-law</b>	\$0	\$0	\$0	\$0	\$0	\$3,300	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000	\$0	\$0
<b>Planning</b>	\$0	\$0	\$0	\$0	\$65,000	\$56,000	\$67,500	\$67,500	\$23,625	\$0	\$0	\$0	\$0	\$0	\$0
<b>Restricted_Reserves Tot:</b>	\$0	\$0	\$0	\$0	\$236,717	\$1,372,293	\$899,378	\$652,684	\$757,406	\$642,779	\$561,080	\$352,476	\$256,808	\$454,365	\$345,065
<b>Grand Total</b>	<b>\$151,062</b>	<b>\$75,599</b>	<b>\$825,414</b>	<b>\$102,859</b>	<b>\$347,393</b>	<b>\$6,621,691</b>	<b>\$5,715,940</b>	<b>\$4,926,803</b>	<b>\$7,350,057</b>	<b>\$4,636,116</b>	<b>\$5,579,620</b>	<b>\$3,747,399</b>	<b>\$4,495,785</b>	<b>\$3,568,585</b>	<b>\$3,130,102</b>

**2025 Proposed Capital Program**

Department	Total	Levy	Canada Community- Building Fund	Discretionary_ Reserves	Restricted_Res erves	Grant
Corporate	1,093,836	1,035,825	-	33,261	-	24,750
Municipal Office	605,000	-	-	605,000	-	-
Finance	20,264	-	-	4,528	15,736	-
Building	-	-	-	-	-	-
By-law	8,358	5,058	-	-	3,300	-
Planning	90,000	-	-	9,000	56,000	25,000
Public Works	3,185,244	370,800	218,596	1,857,136	360,332	378,380
Fire and Rescue	1,156,940	17,127	-	826,534	293,279	20,000
Parks	34,000	-	-	12,000	22,000	-
ORC	200,000	-	-	-	200,000	-
PCC	228,050	-	-	12,500	203,050	12,500
<b>Total</b>	<b>6,621,691</b>	<b>1,428,809</b>	<b>218,596</b>	<b>3,359,959</b>	<b>1,153,697</b>	<b>460,630</b>

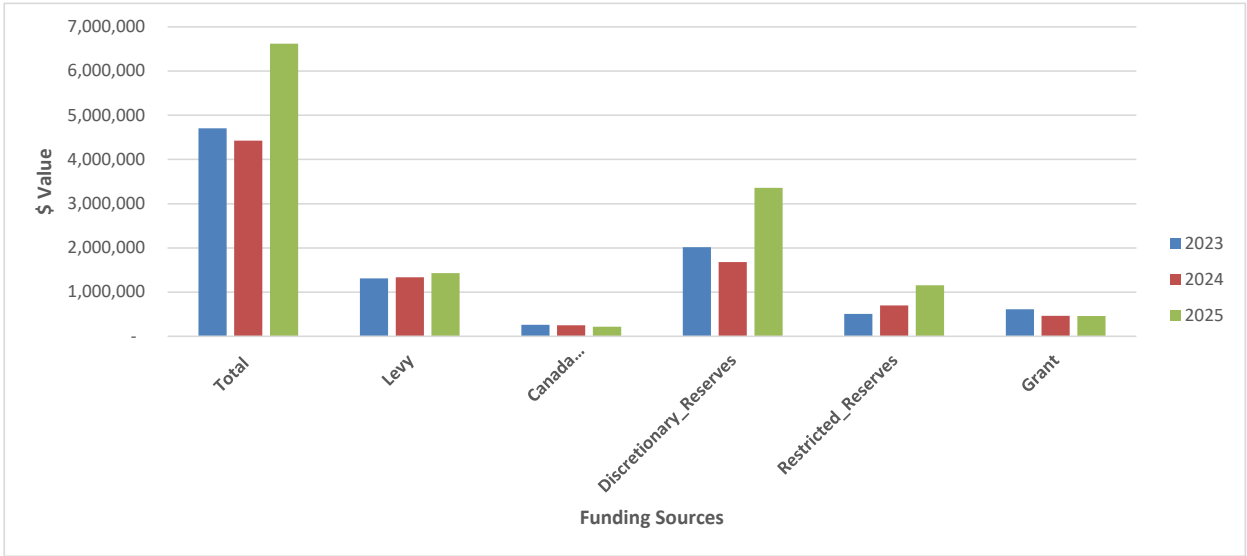
**2024 Approved Capital Program**

Department	Total	Levy	Canada Community- Building Fund	Discretionary_ Reserves	Restricted_Res erves	Grant
Corporate	1,212,566	1,014,075	-	198,491	-	-
Municipal Office	30,000	-	-	30,000	-	-
Finance	95,500	-	-	69,850	25,650	-
Building	-	-	-	-	-	-
By-law	-	-	-	-	-	-
Planning	-	-	-	-	-	-
Public Works	2,692,800	320,800	250,000	1,363,354	320,552	438,094
Fire and Rescue	30,266	-	-	17,766	12,500	-
Parks	205,000	-	-	-	179,500	25,500
ORC	-	-	-	-	-	-
PCC	160,000	-	-	-	160,000	-
<b>Total</b>	<b>4,426,132</b>	<b>1,334,875</b>	<b>250,000</b>	<b>1,679,461</b>	<b>698,202</b>	<b>463,594</b>

**2023 Approved Capital Program**

Department	Total	Levy	Canada Community- Building Fund	Discretionary_ Reserves	Restricted_Res erves	Grant
Corporate	1,010,484	1,000,792	-	9,692	-	-
Municipal Office	-	-	-	-	-	-
Finance	53,580	21,908	-	-	6,672	25,000
Building	1,526	-	-	-	-	1,526
By-law	5,100	-	-	5,100	-	-
Planning	9,900	-	-	9,900	-	-
Public Works	2,937,220	278,300	259,200	1,709,716	309,053	380,951
Fire and Rescue	39,805	10,000	-	14,805	15,000	-
Parks	591,776	-	-	269,000	119,776	203,000
ORC	15,635	-	-	-	15,635	-
PCC	39,767	-	-	-	39,767	-
<b>Total</b>	<b>4,704,792</b>	<b>1,311,000</b>	<b>259,200</b>	<b>2,018,213</b>	<b>505,903</b>	<b>610,477</b>

**2025 Proposed Capital Budget Compared to the 2024 and 2023 Approved Capital Budget Funding Comparisons**



**2025 Proposed Ten Year Plan**

Department	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Corporate	1,252,417	1,298,822	1,010,484	1,212,566	1,093,836	1,133,496	1,123,502	1,163,106	1,166,133	1,222,026	1,248,406	1,258,131	1,274,056	1,311,873
Municipal Office	4,500	361,476	-	30,000	605,000	-	-	472,750	60,000	7,500	-	-	-	-
Finance	0	-	53,580	95,500	20,264	-	-	-	8,395	75,040	-	-	-	39,158
Building	0	15,000	1,526	-	-	-	19,813	18,179	-	-	-	21,614	19,831	-
By-law	-	-	5,100	-	8,358	-	69,813	-	-	9,194	-	71,614	-	-
Planning	0	-	9,900	-	90,000	100,000	100,000	35,001	-	-	-	-	-	-
Public Works	1,564,154	2,187,238	2,937,220	2,692,800	3,185,244	4,248,130	3,554,666	3,186,052	3,312,438	3,440,800	2,447,754	1,576,336	2,123,176	1,733,800
Fire and Rescue	18,391	56,307	39,805	30,266	1,156,940	78,180	54,009	2,310,060	26,923	810,060	40,240	1,568,090	53,683	45,270
Parks	1,557,411	511,106	591,776	205,000	34,000	56,134	-	64,909	10,003	-	6,000	-	92,838	-
ORC	0	15,000	15,635	-	200,000	-	-	-	12,223	7,500	5,000	-	-	-
PCC	100,000	15,000	39,767	160,000	228,050	100,000	5,000	100,000	40,000	7,500	-	-	5,000	-
<b>Total</b>	<b>4,496,873</b>	<b>4,459,949</b>	<b>4,704,792</b>	<b>4,426,132</b>	<b>6,621,691</b>	<b>5,715,940</b>	<b>4,926,803</b>	<b>7,350,057</b>	<b>4,636,116</b>	<b>5,579,620</b>	<b>3,747,399</b>	<b>4,495,785</b>	<b>3,568,585</b>	<b>3,130,102</b>
													<b>10 year total</b>	<b>49,772,097</b>
													<b>yearly average</b>	<b>4,977,210</b>

**2024 Ten Year Plan**

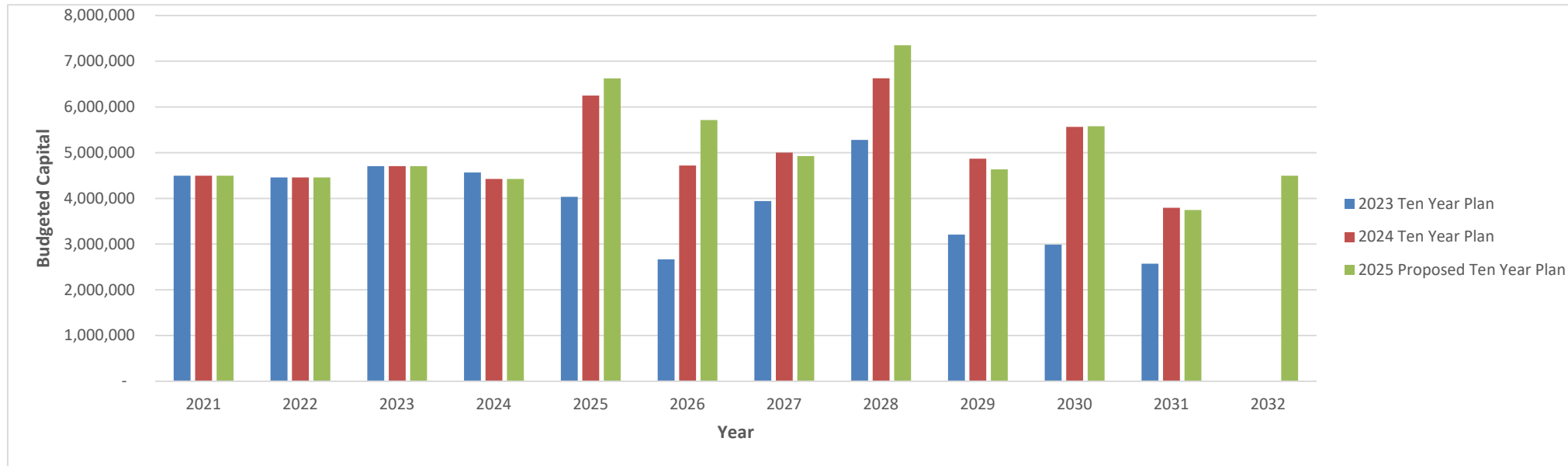
Department	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Corporate	1,252,417	1,298,822	1,010,484	1,212,566	1,331,872	1,368,220	1,393,616	1,073,024	1,399,441	1,369,172	1,390,680	1,373,616	1380680.35
Municipal Office	4,500	361,476	0	30,000	0	0	0	472,750	80,000	0	-	-	0
Finance	0	0	53,580	95,500	0	0	0	0	17,500	0	-	-	0
Building	0	15,000	1,526	0	0	0	18,012	16,526	0	0	-	18,012	16526
By-law	-	-	5,100	-	-	-	17,988	-	-	-	-	17,988	0
Planning	0	0	9,900	0	0	0	0	0	0	0	-	-	0
Public Works	1,564,154	2,187,238	2,937,220	2,692,800	3,368,800	3,242,800	3,528,800	3,385,800	3,270,800	3,440,800	2,381,800	1,758,800	1962800
Fire and Rescue	18,391	56,307	39,805	30,266	1,017,266	56,844	39,805	1,508,883	20,805	755,922	11,844	1,061,883	34305
Parks	1,557,411	511,106	591,776	205,000	25,000	51,134	0	67,740	10,000	0	6,000	-	23843
ORC	0	15,000	15,635	0	200,000	0	0	0	22,500	0	5,000	-	0
PCC	100,000	15,000	39,767	160,000	307,500	0	5,000	100,000	47,500	0	-	-	5000
<b>Total</b>	<b>4,496,873</b>	<b>4,459,949</b>	<b>4,704,792</b>	<b>4,426,132</b>	<b>6,250,438</b>	<b>4,718,998</b>	<b>5,003,221</b>	<b>6,624,723</b>	<b>4,868,546</b>	<b>5,565,894</b>	<b>3,795,324</b>	<b>4,230,299</b>	<b>3,423,154</b>
												<b>10 year total</b>	<b>48,906,729</b>
												<b>yearly average</b>	<b>4,890,673</b>



**2023 Ten Year Plan**

Department	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Corporate	1,252,417	1,298,822	1,010,484	1,156,324	960,460	1,230,700	1,282,700	1,170,800	1,388,824	1,392,700	1,472,700	1,487,200	
Municipal Office	4,500	361,476	-	16,000	-	-	-	422,750	60,000	-	-	-	
Finance	-	-	53,580	31,000	-	-	-	-	31,000	-	0	-	
Building	-	15,000	1,526	-	-	5,000	18,012	16,526	-	-	5,000	18,012	
By-law	-	-	5,100	-	-	-	17,988	-	-	-	-	17,988	
Planning	-	-	9,900	-	-	-	-	-	-	-	0	-	
Public Works	1,564,154	2,187,238	2,937,220	3,011,463	1,889,489	1,384,359	2,580,909	1,976,751	1,653,173	839,286	1,053,283	505,678	
Fire and Rescue	18,391	56,307	39,805	40,766	1,047,266	26,844	36,805	1,508,883	20,805	755,922	34,844	1,058,883	
Parks	1,557,411	511,106	591,776	-	-	20,134	-	67,740	-	-	0	-	
ORC	-	15,000	15,635	100,000	-	-	-	7,500	15,000	-	5,000	-	
PCC	100,000	15,000	39,767	212,500	137,500	-	5,000	107,500	40,000	-	-	50,000	
<b>Total</b>	<b>4,496,873</b>	<b>4,459,949</b>	<b>4,704,792</b>	<b>4,568,053</b>	<b>4,034,715</b>	<b>2,667,037</b>	<b>3,941,414</b>	<b>5,278,450</b>	<b>3,208,802</b>	<b>2,987,908</b>	<b>2,570,827</b>	<b>3,137,761</b>	
											10 year total	<b>37,099,759</b>	
											yearly average	<b>3,709,976</b>	

**2025 Proposed Ten Year Plan Compared to the 2024 and 2023 Ten Year Plans**



Asset No.	Road Details	Public Feedback & Staff Responses	Staff recommendations regarding design/engineering (e.g. wildlife & speed mitigation, roads widening, etc.)
5	Gore Road - Valens Road to Concession 7	None	None
6	Gore Road - Concession 7 to Lennon Road	None	None
212a	Winer Road - McLean Road to Nicholas Beaver Road	None	None
148	Puslinch-Flamborough Townline - Leslie Road West to Township Limits	None	None
18	Concession 1/Leslie Road West - Concession 7 to Highway 6	None	None
19	Concession 1 - Leslie Road West to Highway 6	None	None
21	Leslie Road West - Victoria Road South to Watson Road South	None	None

**Costs to consider when making decisions on road projects:**

Estimated signage costs per sign include:

- \$200 (sign, post, labour)

Estimated costs for wildlife crossing include:

- \$10K for the culvert;
- \$450/linear foot of amphibian fencing (prevents wildlife from entering the road platform); and

- Required signage

Estimated costs for speed mitigation include:

- Radar display signs \$5K/unit (2 required per road i.e. one in each direction);
- Proposed County contract to install and remove radar signs will need to be included as the County will charge the Township for time and labour and calibrating the equipment;
- Permanent asphalt speed humps are estimated at \$2.5K per set; this will only be recommended to be installed based on the RMP criteria;
- Temporary rubber speed humps are estimated at \$5K per set; this could be recommended based on the RMP criteria and based on speeding complaints if necessary. There are operating implications associated with the temporary rubber speed humps.
- Staff will make recommendations accordingly during budget based on the RMP schedule for road rehabilitation and upon review of annual complaints.

Road widening:

- Engineering costs are approximately 5% of the total construction value;
- Road widening should incorporate at least a 40% increase in the total cost of road rehabilitation;
- Buried utilities in the right of way (ROW) need to be considered as any future utility work may be impacted by paving the shoulders of the ROW in addition to digging up the ROW for future road work which will result in trenching and patchwork of asphalt;
- Staff will make a recommendation to Council whether road widening should be considered based on a number of factors including public feedback, feasibility, budget considerations, asset management schedule, and road network continuity.



## Report to Council

**To:** Mayor Watters and Members of Council

**Report:** IS2023-01

**Prepared By:** Colin Baker, Managing Director of  
Infrastructure Services

**Date:** 30 Jan 2023

**RE:** Comprehensive Linear Infrastructure Environmental Compliance Approval for  
Wastewater and Stormwater Collection Systems Update and Implementation Plan

### **Recommendation:**

THAT the Council of the Township of Centre Wellington receive as information an update on the Township's Consolidated Linear Infrastructure Environmental Compliance Approval for Sanitary and Stormwater Collection System and Implementation Plan.

### **Summary:**

On December 22, 2022, the Ministry of the Environment, Conservation and Parks (MECP) issued the following two Consolidated Linear Infrastructure (CLI) Environmental Compliance Approvals (ECAs) to the Township:

- CLI ECA No. 098-W601 for the Municipal Sewage Collection System; and,
- CLI ECA No. 098-S701 for the Municipal Stormwater Collection System.

These two new approvals, referred to as CLI ECAs, took effect on December 22, 2022. The new CLI ECAs transfer responsibility for the review and approval of new wastewater and stormwater collection infrastructure from the MECP to the Township and outline operation, maintenance, technical studies, record keeping, and reporting requirements for the Township's existing wastewater and stormwater collection infrastructure.

This Report provides the background on the new CLI ECAs and the Township's plan to implement the new requirements.

### **Report:**

### **Background**

#### Previous Provincial Programs

Since the 1970s, the Province of Ontario (Province) required municipalities to obtain Environmental Compliance Approvals (ECAs) (formerly Certificates of Approval) for the

construction and operation of municipal water, wastewater, and stormwater systems. Municipalities would require individual ECAs for replacement, expansions, and construction of new water, wastewater, and stormwater vertical and linear infrastructure. Examples of vertical infrastructure includes water supply facilities, elevated water storage tanks, wastewater treatment plants, sewage pumping stations, and stormwater management ponds, while linear infrastructure generally includes the pipe systems and are also referred to as watermains, sanitary sewers and storm sewers.

In 2011, the Province transferred approvals for linear municipal water systems (i.e. watermains) under the *Safe Drinking Water Act, 2002* to municipalities through a new Drinking Water Works Permit and Drinking Water Works License. The Township's Drinking Water Works Permit (No. 098-201) authorizes the Township to approve and make specific alterations to the drinking water system including modification, replacement, or extension of watermains provided they conform to set design criteria established by the Permit.

In 2018, the Province announced that it was planning to transition the approvals for "low risk" wastewater and stormwater infrastructure issued under the *Environmental Protection Act* and *Ontario Water Resources Act* from the MECP to municipalities through the issuance of new consolidated approval to the owner of the systems. This new consolidated approval would be similar to the Permit for the drinking water systems where the owner can authorize certain modifications to the system without obtaining separate approval from the MECP.

### New Provincial Program

In 2021, the Province adopted a Consolidated Linear Infrastructure (CLI) Permissions Approach for Environmental Compliance Approvals (ECAs) for projects related to sewage collection and stormwater management. The goal of this new approach is to get important, low-risk public wastewater and stormwater infrastructure projects built sooner by reducing the time it takes between when needs are identified and when citizens can actually benefit from the infrastructure. Under the new consolidated approvals process, a municipality no longer is required to submit individual "pipe by pipe" applications to the MECP for future linear wastewater and stormwater alterations provided they are built in accordance with the Province's design criteria and all other conditions approved by the Ministry of the Environment, Conservation and Parks (MECP). The new CLI-ECA process will:

- create an efficient process for low-risk sanitary collection and stormwater management projects;
- provide clear, transparent and consistent design requirements;
- improve environmental protection through updated and consolidated terms and conditions; and,
- establish a more comprehensive picture of sewage works across the province.

## **Township CLI ECA**

On December 7, 2021, the MECP informed the Township of its CLI-ECA application deadline of January 21, 2022. The application included the completion of twelve (12) forms and in depth details of the Township's existing sanitary collection system and stormwater management works. Some of the key components required in the application submission include utilizing Township GIS data to create overall system mapping, sanitary sewer pumping station capabilities, wastewater treatment plant inventory and capabilities, and characteristics of neighbourhood stormwater management facilities. The Township's CLI-ECA application was submitted to the MECP on January 21, 2022, per the MECP's application deadline.

On December 22, 2022, the MECP issued the following two consolidated ECAs to the Township:

- CLI ECA Number 098-W601 for the Municipal Sewage Collection System; and,
- CLI ECA Number 098-S701 for the Municipal Stormwater Collection System.

The ECAs were accompanied by the following documents:

- Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under Environmental Compliance Approval v.1.1 July 28, 2022; and,
- Municipal Sewage and Stormwater Collection System Future Authorization Forms.

## **CLI ECA Implications to the Township**

Staff have reviewed the two new CLI ECAs. The benefits to the Township as a result of the new CLI ECAs for sanitary and stormwater collection systems are as follows:

- More efficient approvals process which will lead to shorter turnaround times for linear infrastructure approvals as part of future construction related to road reconstruction, extension of municipal services, and new development servicing;
- Provide consistent design criteria and operation requirements for wastewater collection and stormwater management systems; and,
- Consolidation of historic ECAs issued to the Township by the MECP into two new CLI ECAs.

Staff are beginning to develop new processes and procedures to ensure compliance. Examples of new Township requirements in the wastewater and stormwater CLI ECAs include following:

- Review and authorization of additions, modifications, replacements and extensions of sanitary and storm sewers;
- Review, approval, and inspection of Erosion and Sediment Control Plans related to construction activities for municipal and private sector projects;

- Preparation of operation and maintenance manuals for the wastewater and stormwater systems;
- Review of Source Water Protection through the preparation of a "Significant Drinking Water Threat Assessment Report";
- Implementation of a stormwater monitoring plan to verify operational performance of the system;
- An evaluation of wet weather flows and wastewater treatment plant bypasses and recommendations to reduce the frequency of plant bypasses; and
- Updated sanitary sewer collection system model.

The Township will also be required to prepare annual performance reports for the sanitary and stormwater collection systems. These reports are required to be submitted to the MECP on or before April 30th each year and cover the preceding January 1st to December 31st calendar year. The Township's first annual performance reports for the sanitary and stormwater collection systems will be due to the MECP by April 30, 2024.

### **Implementation Plan**

At this juncture, the Township's priority actions include:

- Establish an internal cross-departmental working group and develop a work plan based on new CLI ECA requirements and compliance deadlines;
- Develop new internal processes to review and approve ECAs for new linear wastewater and stormwater infrastructure;
- Be prepared to respond to Provincial inspections and be able to demonstrate compliance with CLI ECA requirements;
- Update the Township's Development Manual to reflect new Provincial design criteria;
- Develop new operating procedures and forms for routine inspections, maintenance, and monitoring; and,
- Assemble necessary data and documentation for the annual performance reports.

The new CLI ECAs will result in additional workload and compliance pressures on the Township's Engineering and Environmental Services sections. An additional staff resource is proposed as part of the 2023 Budget staffing strategy. The new Compliance and Quality Management System Coordinator will provide program support to the Engineering and Wastewater Services as the new CLI ECAs are implemented. On an interim basis, certain staff duties have been reassigned to address the short-term compliance deadlines and transition requirements in 2023. Future resources to implement the CLI ECAs will be brought forward to Council for consideration as necessary.

### **Financial Implications:**

Staff will report back to Council at a later date regarding the need to establish any fees and charges for the services provided by Township under the CLI ECAs.

**Consultation:**

This report was prepared in consultation with the CAO, Dan Wilson, Manager of Environmental Services, Dino Masiero, and Manager of Engineering, Adam Gilmore.

**Approved By:**

Dan Wilson, Chief Administrative Officer





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**From:** Reed, Andrea <AReed@geiconsultants.com>  
**Sent:** Wednesday, October 16, 2024 2:09 PM  
**To:** Courtenay Hoytfox <choytfox@puslinch.ca>  
**Cc:** Conway, Steve <SConway@geiconsultants.com>; Kroetsch, Angela <AKroetsch@geiconsultants.com>  
**Subject:** 2402605/124006-008 CLI-ECA Application Costs

Courtenay,

GEI have discussed the anticipated fees associated with preparing a CLI-ECA application for the Township's Municipal Stormwater Management Systems in 2025.

There is a process and specific documentation/records/mapping required to apply for the CLI-ECA (as outlined in the Ministry's Guide for Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval (dated July 2021)). Based on this, we anticipate that GEI's fees to prepare the application will be approximately \$45,000. Given the uncertain nature of this application process, we also recommend that a contingency of 15% be included to cover any unforeseen costs, such as additional field verification. The \$45,000 plus 15% contingency will cover the following anticipated tasks:

- Gather the necessary background data/mapping, including:
  - Information about all existing ECAs.
  - The Township's asset management plan.
  - Mapping of all stormwater works including, but not limited to; storm sewers, ditches, swales, culverts, outlets, manufactured treatment devices, oil and grit separators, filter units, low impact development and end of pipe controls.
  - Mapping of main tributaries and waterbodies that the storm works discharge to, delineation of municipal, watershed and subwatershed boundaries, and identification of areas of development restrictions.
  - GIS-based database of all the above information.

- Specific details about storm sewer and stormwater management facility design criteria and operating characteristics.
- Watershed and Subwatershed studies.
- Complete the application forms, including:
  - Preparing summaries of stormwater management systems and tables of information for all assets.
  - Preparing supporting documents, mapping, and databases.
- Ongoing consultation and communication with the MECP and Township staff.
- Submitting the forms to the Ministry.
- Responding to any questions and/or requests for additional information from the Ministry.

NOTE: GEI will require the assistance and cooperation of Township staff to access, view and use Township records to locate the required documentation to support the application.

Please note that the application preparation fees of \$45,000 plus 15% contingency does not cover the following on-going costs associated with the CLI-ECA once it is issued by the Ministry:

- Costs required to keep all records up to date.
- Ongoing monitoring and inspection costs.
- Maintenance tasks required as conditions of the CLI-ECA.
- Costs for the review/renewal of the CLI-ECA at the prescribed interval.

Please let us know if you have any questions or would like to discuss further.

Regards,

**GEI**

ANDREA REED, P.Eng.

Project Engineer

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My regular working hours are Monday to Friday 9am to 3pm.