



Ad Hoc Budget Advisory Committee Agenda

Monday February 7, 2022

Virtual

5:00 P.M.

This meeting is open to the public and is available through an online platform. Please subscribe to the [Township of Wilmot You Tube Channel](#) to watch the live stream or view after the meeting.

Delegations must register with the [Information and Legislative Services Department](#). The only matters being discussed at this meeting will be those on the Agenda.

- 1. MOTION TO CONVENE INTO CLOSED MEETING**
- 2. MOTION TO RECONVENE IN OPEN MEETING**
- 3. MOMENT OF SILENCE**
- 4. TERRITORIAL ACKNOWLEDGEMENT – Councillor A. Hallman**
- 5. ADDITIONS TO THE AGENDA**
- 6. ADOPTION OF THE AGENDA**

RECOMMENDATION

THAT the Agenda for the ad hoc Budget Advisory Committee meeting, as presented, for February 7, 2022, be adopted.

- 7. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT**
- 8. MINUTES OF PREVIOUS MEETINGS**

That the minutes of the following meetings be adopted as presented:

Ad hoc Budget Advisory Committee Meeting January 24, 2022

9. PRESENTATIONS

10. REPORTS

10.1 CORPORATE SERVICES

10.1.1 REPORT NO. COR 2022-005

2022 Capital Program

RECOMMENDATION

That the 2022 Capital Budget, as prepared by the Director of Corporate Services / Treasurer, be endorsed in principle.

10.1.2 REPORT NO. COR 2022-006

Ten-Year Capital Forecast (2022-2031)

RECOMMENDATION

That the 10-Year Capital Forecast, as prepared by the Director of Corporate Services / Treasurer, be endorsed in principle.

11. ADJOURNMENT

RECOMMENDATION

THAT we do now adjourn to meet again at the call of the Mayor.

Ad hoc Budget Minutes

January 24, 2022, 5:00 P.M.

Virtual Location

Members Present: Mayor L. Armstrong
Councillor A. Hallman
Councillor C. Gordijk
Councillor B. Fisher
Councillor J. Gerber
Councillor J. Pfenning

Staff Present: Chief Administrative Officer S. Chambers
Director of Information and Legislative Services / Municipal Clerk D. Mittelholtz
Director of Corporate Services / Treasurer P. Kelly
Director of Development Services H. O’Krafka
Director of Parks, Facilities and Recreation Services S. Jackson
Director of Public Works and Engineering J. Molenhuis
Director / Curator Castle Kilbride T. Loch
Fire Chief R. Leeson
Manager of Information and Legislative Services / Deputy Clerk T. Murray
Manager of Finance / Deputy Treasurer A. Romany

- 1. MOTION TO CONVENE INTO CLOSED MEETING**
- 2. MOTION TO RECONVENE IN OPEN MEETING**
- 3. MOMENT OF SILENCE**
- 4. TERRITORIAL ACKNOWLEDGEMENT**

4.1 Councillor C. Gordijk read the Territorial Acknowledgement.

5. ADDITIONS TO THE AGENDA

6. ADOPTION OF THE AGENDA

RESOLUTION NO. AHB 2022-01

Moved By: Councillor C. Gordijk

Seconded By: Councillor B. Fisher

THAT the Agenda for the ad hoc Budget Advisory Committee meeting, as presented, for January 24, 2022, be adopted.

CARRIED.

**7. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL
CONFLICT OF INTEREST ACT**

8. MINUTES OF PREVIOUS MEETINGS

RESOLUTION NO. AHB 2022-02

Moved by: Councillor J. Pfenning

Seconded by: Councillor J. Gerber

THAT the minutes of the following meeting be adopted as presented:

Ad hoc Budget Advisory Committee Meeting December 13, 2021.

CARRIED.

9. PRESENTATIONS

10. REPORTS

10.1 CORPORATE SERVICES

10.1.1 REPORT NO. COR 2022-001

2021 Operating Summary

RESOLUTION NO. AHB 2022-03

Moved By: Councillor J. Gerber

Seconded By: Councillor J. Pfenning

THAT Report COR 2022-001, prepared by the Manager of Finance / Deputy Treasurer, regarding the 2021 Operating Budget vs. Actual, for the year ended December 31, 2021 (un-audited), be endorsed.

CARRIED.

The Manager of Finance / Deputy Treasurer highlighted the report.

10.1.2 REPORT NO. COR 2022-002
Final Review of 2021 Capital Program

RESOLUTION NO. AHB 2022-04

Moved By: Councillor J. Pfenning Seconded By: Councillor B. Fisher

THAT Report COR 2022-002, prepared by the Manager of Finance / Deputy Treasurer, regarding the 2021 Capital Program, for the period ending December 31, 2021, be endorsed.

CARRIED.

The Manager of Finance / Deputy Treasurer highlighted the report.

The Director of Parks, Facilities and Recreation Services advised that staff are looking to include advertisements at the ball diamonds in addition to the arenas.

10.1.3 REPORT NO. COR 2022-003
Reserve and Reserve Funds (un-audited)

RESOLUTION NO. AHB 2022-05

Moved BY: Councillor C. Gordijk Seconded By: Councillor A. Hallman

THAT Report COR 2022-003, prepared by the Manager of Finance / Deputy Treasurer, regarding Reserve and Reserve Funds, for the year ended December 31, 2021, be received for information purposes.

CARRIED.

The Manager of Finance / Deputy Treasurer highlighted the report.

The Director of Corporate Services/Treasurer advised that the Township focuses on having sufficient funds within the Reserve Fund to support long-term capital needs. There is a project coming forward in 2022 designed to align strategies for allocation of funding for replacement of existing capital infrastructure, and new capital projects in collaboration with senior government agencies. It was noted that growth related

infrastructure funding within the Development Charges Reserve Fund is currently low; however, there is growth expected that will adjust that.

10.1.4 REPORT NO. COR 2022-004

O. Reg 284/09 – Excluded Expense Estimate

RESOLUTION NO. AHB 2022-06

Moved By: Councillor A. Hallman

Seconded By: Councillor C. Gordijk

THAT pursuant to Ontario Regulation 284/09, Report COR 2022-004 serve as a method for communicating the exclusion of estimated amortization expenses from the 2022 Municipal Budget.

CARRIED.

The Director of Corporate Services/Treasurer highlighted the report.

11. ADJOURNMENT (5:22 P.M.)

RESOLUTION NO. AHB 2022-005

Moved By: Councillor B. Fisher

Seconded By: Councillor J. Pfenning

THAT we do now adjourn to meet again at the call of the Mayor.

CARRIED.

CORPORATE SERVICES

Staff Report

REPORT NO: COR 2022-005

TO: Ad Hoc Budget Advisory Committee

SUBMITTED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer

PREPARED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer
Ashton Romany CPA, Manager of Finance / Deputy Treasurer
Jamie Vincent CPA, Financial Analyst

REVIEWED BY: Sharon Chambers, Chief Administrative Officer

DATE: February 7, 2022

SUBJECT: 2022 Capital Program

RECOMMENDATION:

That the 2022 Capital Budget, as prepared by the Director of Corporate Services / Treasurer, be endorsed in principle.

SUMMARY:

The 2022 Capital Budget is one component of the overall municipal budget process. The Township follows the Council approved Strategic Asset Management Policy, and 10-year Capital Forecasting to guide departments in setting priorities for their respective capital submissions.

Attached to this report are justification sheets for each project, as submitted by the various departments, for consideration by the ad hoc Budget Advisory Committee.

BACKGROUND:

Throughout the year, each department identifies several new initiatives that will help the Township to achieve goals set out within the Strategic Plan and other corporate planning documents.

These projects arise from a variety of sources including: legislative requirements; new levels of service; funding or partnership opportunities; preliminary study information; technological advancements; energy efficiencies; updated condition assessment information; and/or opportunities for general operational efficiencies.

Through preliminary budget discussions amongst staff the list is reviewed and prioritized to ensure alignment with municipal strategic goals, while maintaining fiscal responsibility in the stewardship of municipal resources. Some projects are added into the current year budget proposal, while other, less critical initiatives are staged into future years of the capital forecast.

REPORT:

The 2022 Capital Budget continues to undertake extensive studies to ensure appropriate justification is in place prior to implementing long-term infrastructure investments. 2022 Studies and Master Plans include:

- Fire Station 3 (New Hamburg) Site Selection and Conceptual Design;
- Public Works Operations Centre Facility Needs Study;
- Baden/New Hamburg Sanitary Growth Staging Study;
- Hamilton Road Pedestrian Crossing Review;
- Lift Station Needs Studies;
- IT Master Plan;
- Community Centre/Facilities Septic System Review

From a strategic priorities' perspective, the 2022 Capital Program has dedicated resources to improving customer service, corporate communications, outreach and community engagement. The following project are aligned with these areas of our corporate strategy:

- Comprehensive Corporate Communications Strategy
- Organizational Structural Review
- Prime Ministers Path Consultation Phase II
- SharePoint Implementation
- Community Signage Guidelines and Updates

The Township continues to prioritize Health and Safety, and as a result have added the following initiatives to 2022:

- Corporate Security Program Investments
- 121 Huron Street Roof Access Hatch
- Replace Boardwalk under Hwy 7/8 Pedestrian Bridge

Funding was incorporated within the 2022 Capital Program for previously approved Capital initiatives, requiring additional resources to be completed in 2022, including the following:

- Station 1 – Rescue 617 Replacement

- Asphalt Parking Lot Repairs at Station 1 (Baden) and Station 2 (New Dundee)

The Township continues to make strategic investments into underground infrastructure assets to improve and provide adequate capacity for future growth. As a result, the following projects are included within the 2022 Capital Program:

- Baden Trunk Sanitary Sewer EA and Construction
- Sanitary Sewer Inflow and Infiltration Program Consulting
- Trunk Sewer Flow Monitoring Improvements

The following projects were identified through a comprehensive building condition assessment program undertaken as part of the Township's Asset Management Roadmap. These projects represent the continued shift from age-based capital planning to evidence-based decision making.

- Exterior Window Replacements – Station 1 (Baden)
- Station Renovations / Upgrades – Station 2 (New Dundee)
- Sand/Salt Dome Repairs
- New Hamburg Arena / CC Building Repairs
- Castle Kilbride Exterior Maintenance Program
- Haysville CC Roof Replacement
- St Agatha CC Replace Carpet, Ceiling & Paint Seniors Room

In all, these twenty-eight (28) new initiatives were combined with another forty-one (41) previously endorsed projects, to generate the proposed 2022 Capital Program for Committee approval, and inclusion within the overall 2022 Municipal Budget.

As noted within the 2021 Municipal Budget process, the Township will need to begin access external debt financing as part of the 2022 Capital Program. Staff anticipate approximately \$800,000 in debt financing will be required to specifically support the Third Ice Pad Engineering and Design, and the replacement of Tye Road Culvert #28/C-T13.

The Township has significant capacity to use debt as a tool to support long-term capital financing needs; however, debt should only be leveraged for strategic priority infrastructure investments. As such, staff have included a provision for consulting services to assist staff in developing a debt management strategy and update to Reserve Fund guidelines and by-laws.

Based on the fall debenture issuances across the Region, long-term borrowing costs are in the range of 2.0 to 2.5%. Assuming a 10-year term for a debenture and \$800,000 in funding, annual levy funded debenture costs for the 2022 Capital Program are anticipated at approximately \$90,000, beginning in 2023.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with all five (5) goal areas of the Township's Updated Strategic Plan.

The mix of projects and initiatives within the proposed capital program will help to improve quality of life, to build a prosperous economy, to protect our natural environment and resources, to engage the community, and to ensure responsible governance.

ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS

This report is aligned with several of the UN Sustainable Development Goals:

- Goal 3 – Good Health and Well-Being
- Goal 6 – Clean Water and Sanitation
- Goal 7 – Affordable and Clean Energy
- Goal 8 – Decent Work and Economic Growth
- Goal 9 – Industry, Innovation and Infrastructure
- Goal 11 – Sustainable Cities and Communities
- Goal 16 – Peace, Justice and Strong Institutions

FINANCIAL CONSIDERATIONS:

The proposed capital program totaling \$14,095,000 is funded through various sources including government grants, joint-municipal cost sharing, development charges, reserve funds, and the capital levy.

The projected funding for 2022 capital from the general levy is \$1,402,200, representing a reduction of approximately \$111,400. This year-over-year reduction is associated with the transfer of a number of capital program items to the annual operating budget, including Sidewalk Maintenance, Gravel Crushing, Traffic Counts and Drain Maintenance Activities.

In total, \$1,059,000 of the 2022 Capital Program is funded from the three (3) levy funded reserve funds (Equipment, Transportation and Facilities). This is slightly above the projected funding of \$965,050 from the 2021 iteration of the 10-year Capital Forecast.

The program is also supported by \$3.52M in development charges funding, further expanding the deficit within Development Charges reserve funds, previously outlined in Report COR 2022-003. The following report on the 10-year Capital Forecast further outlines the fiscal projections and the need for external debt financing within the Development Charges reserves. This will be included within the debt management strategy initiative to be completed in 2022.

Previous Capital Budgets utilized the sale of surplus assets to fund the cost of replacement machinery and equipment. Moving forward, funds generated through the sale of surplus assets will be deposited directly into Infrastructure Reserve Funds for future capital needs.

ATTACHMENTS:

Capital Justification Sheets

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Office of the Chief Administrative Officer
Project: Comprehensive Communications Strategy

Date: February 7, 2022

Project Description

To engage the services of a third-party consultant to assist in the development of a comprehensive communication strategy for the Township.

Justification

As part of the Phase I consultation on the Prime Ministers Path, the Township recognized the need to revitalize the existing communications processes both internally and externally. Under the direction of the CAO an internal communications team has been established, consisting of the Director of Corporate Services, Executive Assistant to the CAO and Manager of Human Resources | Health and Safety. This team is currently maintaining needs from an internal staff communications perspective, and externally through media relations, social media coordination and website administration.

The current team-based approach has been successful in timely and effective communications and will be further strengthened through the on-going recruitment of a new Digital Media Coordinator and Website Administrator, replacing the former Communications Specialist position. The relocation of website administration from under the Information and Legislative Services Department to the Office of the CAO allows for better alignment of communications related functions and provides for an increased level of focus on the Township's main communication platforms. This will help to ensure that digital content is relevant, current and accurate, and will provide capacity to explore opportunities to expand community outreach through the use of new platforms.

With the existing vacancy in a dedicated communications role, the Township has been utilizing the services of Redbrick Communications, an expert in the field of Corporate Communications to assist with more strategic and sensitive communications needs. This project would extend the existing contract with Redbrick to assist in the development of a comprehensive communications strategy, with a goal to improve community engagement and customer service, in alignment with our corporate Strategic priorities and Council's commitment to the community.

Financial Considerations:

General Levy	\$30,000
TOTAL ESTIMATED PROJECT COST	\$30,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Sharon Chambers, Chief Administrative Officer
Patrick Kelly, CPA, CMA, Director of Corporate Services/Treasurer

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Office of the Chief Administrative Officer
Project: Organizational Structure Review / People Plan

Date: February 7, 2022

Project Description

To engage the services of a third-party consultant to undertake a review of the existing Organizational Structure and develop a long-term People Plan for the Township.

Justification

Over the past six (6) months, the Township's new Chief Administrative Officer has worked with the Corporate Leadership Team to develop an understanding of the existing structure of the organization, as well as the pressures facing the organization as the Township prepares for significant growth. In the 2022 draft budget, staff brought forward 10 Level of Service requests for new staff positions, with the majority being directly related to growth. In order to effectively plan for future staffing requirements and improve our corporate focus on strategic priorities, a review and update of the existing organizational structure is required.

This project will involve an analysis of the organizational structure in relation to corporate, departmental and staff responsibilities and workload, with guiding principles aligned to the Corporate Strategic Plan. An RFP will be issued to qualified consulting firms to complete a comprehensive review, with identification of options and development of recommendations that will ensure efficiency and effectiveness in meeting current and anticipated (5-10 years) service delivery requirements and to provide for implementation of strategic priorities. The outcome of this project will be a longer-term "People Plan" for the organization.

Financial Considerations:

General Levy	\$65,000
TOTAL ESTIMATED PROJECT COST	\$65,000

Estimated Start and Completion Date: Q1 2022 – Q2 2022

Submitted By: Sharon Chambers, Chief Administrative Officer

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Office of the Chief Administrative Officer

Date: February 7, 2022

Project: Prime Ministers Statues Public Consultation – Phase II

Project Description

To establish a working group comprised of a balanced representation of the individuals and communities within Wilmot Township to discuss, develop and suggest plans for the implementation of next step for the Prime Ministers Statues, centered on community cohesion and healing. The projected costs are associated with the continued storage of existing statues, consulting support for the public engagement and communications functions of this phase of the project.

Justification

The Final Report from First Peoples Group (FPG), entitled “Results, Considerations & Recommendations from the Prime Ministers Path Public Engagement Process,” was presented to Wilmot Council on July 5, 2021.

In response to the findings from the public engagement conducted by the First Peoples Group, staff initiated the immediate removal of the statues as a “symbolic action” for the Township to move forward on reconciliation with Indigenous peoples and work towards community cohesion and healing.

Phase II of the Public Consultation will represent the “substantive action” as referenced within the recommendation from the FPG report. The Office of the CAO continues to get up-to-speed on this important initiative, as part of our larger efforts towards Diversity, Equity, Inclusion and Belonging. This phase of the project is anticipated to kick off later in 2022, following the Municipal Elections.

Following the approach of FPG, staff recognize that “this has been a difficult process for all involved and we will call upon the residents of Wilmot to approach this process and next steps with kindness, grace and humility.”

Financial Considerations:

General Levy	\$ 7,500
Department of Canadian Heritage (CSMARI)	37,500
TOTAL ESTIMATED PROJECT COST	\$45,000

Estimated Start and Completion Date: Q3 2022 – Q4 2022

Submitted By: Sharon Chambers, Chief Administrative Officer

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Corporate Services

Date: February 7, 2022

Project: Debt Management and Reserve Fund Strategy

Project Description

To establish a Debt Management Strategy and updated Reserve Fund By-Law for the Township.

Justification

To date, the municipality has been fortunate to have reserve fund capacity, across discretionary funds to carry the balances of obligatory reserve funds (Development Charges and Building Services Reserve Funds) that are currently in a deficit, while collecting interest from them accordingly.

Based on Cashflow Forecasting and Modelling within the 2021 Development Charges Background Study Update, from Watson & Associates, the Township is expected to collect \$52.5M in DC's over the next 10 years. This estimate is based upon current growth projections and modelling under the Official Plan and other contributing studies. The current iteration of our 10-Year Capital Forecast under report COR 2022-006 includes updated cost estimates and project timing and is anticipating \$48.1M in DC Allocations to growth related capital projects over the same time frame. In order to support this, a significant amount of DC funded debt will be required to ensure growth related capital financing is in-place from a cash-flow perspective over the same time period.

Additionally, under the 10-Year forecast, \$13.4M in levy funded debentures has been identified to support non-growth-related capital projects (or a portion thereof) such as replacement fire apparatus, significant infrastructure projects, and the third ice pad. Similar to development charges, debt funding will be required to avoid cash flow constraints considering the existing balances of reserve funds, which are noted under report COR 2022-033.

To support these initiatives and provide appropriate due diligence, staff propose engaging a third-party consultant to assist in developing a Debt Management Strategy and update of the Township's existing reserve fund by-law. It is anticipated that these works will include a number of items such as defining parameters of when debt can be utilized, financing types and timing of debt issuances. In addition, staff will seek to better align the existing Reserve Fund By-Law and framework with the Asset Management Program. This strategy is critical to ensuring the funds be available to advance a number of forthcoming capital projects.

Financial Considerations:

General Levy	\$3,000
Development Charges – Admin	27,000
TOTAL ESTIMATED PROJECT COST	\$30,000

Estimated Start and Completion Date: Q2 2022 – Q3 2022

Submitted By: Patrick Kelly, CPA, CMA, Director of Corporate Services/Treasurer

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Corporate Services
Project: IT Master Plan

Date: February 7, 2022

Project Description

To undertake an Information Technology Master Plan for the Township, and develop a long-term strategy, with a focus on efficiency, effectiveness and security of information assets.

Justification

Under the 2020 Capital Budget, Council approved the Cyber Security and Disaster Recovery Plan. The objective of this plan was to implement a formalized cyber security strategy and disaster recovery plan. Similar to a number of projects in 2020, due to COVID-19 the project was deferred to 2021.

A key component of the Joint Service Delivery Review completed by KPMG was the need for improved cyber security and continued investment in IT infrastructure. To support implementation of the Joint Service Delivery Review outcomes, staff applied for funding under the Municipal Modernization Program – Intake 2, for funding to support an Information Technology Master Plan. Through this application, funding was approved up to \$32,500, representing 65% of eligible project costs.

Given the success of the funding application, staff proceeded in contracted the services of a third party consultant, with Council approving the award of contract under COR 2021-034. Project works under this contract include an IT Master Plan as well as a Cyber Security & Disaster Recovery Plan. The existing capital program includes \$35,000 from the Municipal Modernization Fund. As such, this request represents the remaining funding for these project works.

Financial Considerations:

General Levy	\$2,500
Municipal Modernization Fund – Intake II	32,500
TOTAL ESTIMATED PROJECT COST	\$35,000

Estimated Start and Completion Date: Q4 2021 – Q2 2022

Submitted By: Patrick Kelly, CPA, CMA, Director of Corporate Services/Treasurer

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Corporate Services

Date: February 7, 2022

Project: Annual Hardware, Software & Network Infrastructure Upgrades

Project Description

Project includes the upgrade and replacement of end of life desktops, notebooks, tablets, servers and network switches.

Justification

To maintain the integrity and efficiency of our network, it has been Township practice to upgrade network infrastructure and individual workstations to keep pace with a rapidly evolving IT industry.

This year's annual program will replace PCs that are due for replacement and new hardware for Fire Services (Mobile Data Terminals). Additionally, two servers and a network switch have approached end of life. To ensure continuity of service, these units will need to be replaced.

In addition to the replacement of existing IT hardware/software, this project also includes funding for the new IT resources to on-board the Levels of Service throughout 2022.

Financial Considerations:

General Levy	\$85,000
TOTAL ESTIMATED PROJECT COST	\$85,000

Estimated Start and Completion Date: Q2 2022 – Q3 2022

Submitted By: Patrick Kelly, CPA, CMA, Director of Corporate Services/Treasurer

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Development Services
Project: e-Permits Software Update

Date: February 7, 2022

Project Description

Acquire the e-Permits module add-on to the CityWide Permits platform, together with the e-Permits mobile app.

Justification

The addition of the e-Permits module to the CityWide Permits platform will allow for a streamlined process for residents to book inspections via the internet.

As part of Development Services ongoing commitment to streamline the enforcement and administration of the Ontario Building Code in Wilmot, and in order to fully embrace technological solutions that support a fully remote operation, the Township acquired building permit management software (CityWide Permits) in 2020 from PSD CityWide.

The resiliency created through that timely move towards fully digital operations has proven extremely beneficial throughout the pandemic by allowing staff to work remotely without reliance on traditional paper files.

As we move towards a construction growth cycle it is important to have systems in place, fully vetted and operational prior to the upswing in construction activity. Integrating inspection bookings software at this time will allow staff to test the capabilities of the software, and respond to any deficiencies, well in advance of the upswing in activity.

Financial Considerations:

Building Service Reserve Fund	\$12,500
TOTAL ESTIMATED PROJECT COST	\$12,500

Estimated Start and Completion Date: Q2 2022 - Q4 2022

Submitted By: Harold O’Krafka, Director of Development Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Corporate Services / PFRS
Project: 2022 Corporate Security Program

Date: February 7, 2022

Project Description

Project includes security/surveillance devices replacement and upgrades at various municipal facilities.

Justification

To ensure safety and monitoring at the Wilmot Recreation Complex and Administration Complex, several hardware replacements are required as they are now end of life.

In addition to existing replacements at the Wilmot Recreation Complex, upgrades will also be made to expand both video coverage and door access control.

Lastly, in efforts to streamline security measures at community centres, 2022 will include the first phase of expansion with initiatives at the New Dundee Community Centre. A provision has been included in the 2023 capital budget to roll out these enhanced measures at the remaining community centres.

Financial Considerations:

General Levy	\$200,000
TOTAL ESTIMATED PROJECT COST	\$200,000

Estimated Start and Completion Date: Q1 2022 – Q4 2022

Submitted By: Patrick Kelly, Director of Corporate Services / Treasurer
Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Corporate Services
Project: SharePoint Implementation

Date: February 7, 2022

Project Description

To purchase, configure and deploy a corporate-wide intranet site for Township Staff via the Microsoft SharePoint platform.

Justification

In late 2019, the Township transitioned into the Office365 environment which has provided multiple benefits for the organization. One of the key areas that has yet to be leveraged is Microsoft SharePoint.

SharePoint is a web-based collaborative platform that integrates with Office365. SharePoint is primarily used as a document management and storage system, but the product is highly configurable and its usage varies depending on organizational needs.

The implementation of SharePoint will be a key component of the Township's Corporate records management system. It is intended that the deployment of this software will serve many benefits such as a central repository for all departments, communication platform for internal matters, and assist in driving the larger records management system.

An application was submitted under Municipal Modernization Intake III to assist in supporting this project, as noted in the financial considerations below.

Financial Considerations:

General Levy	\$20,000
Municipal Modernization Fund – Intake III	30,000
TOTAL ESTIMATED PROJECT COST	\$50,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Patrick Kelly, CPA, CMA, Director of Corporate Services/Treasurer

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Corporate Services
Project: Corporate Services Electric Vehicle (New)

Date: February 7, 2022

Project Description

To acquire an Electric Vehicle for the Corporate Services Department.

Justification

With the increased growth in the Corporate Services Department over recent years, use of personal vehicles to attend various municipal facilities and third-party vendors has been increasing and is anticipated to increase further with a return to “normal” operations. This vehicle is intended to primarily support Information Technology activities across municipal facilities, as well as Human Resources, Health & Safety, Asset Management and Financial Services functions. This growth related asset was included in the Development Charges Background Study and is fully funded from Development Charges.

Additionally, with the several environmental commitments made by Council such as the endorsement of TransformWR 80x50 and 50x30, and installation of EV Charging Stations at the Administration Complex, the proposed vehicle is intended to be fully electric. This vehicle will not only reduce the use of personal vehicles, but also offset any emissions associated with such travel.

Financial Considerations:

Development Charges – Admin	\$40,000
TOTAL ESTIMATED PROJECT COST	\$40,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Patrick Kelly, Director of Corporate Services / Treasurer

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: Window Replacements – Station 1 (Baden)

Project Description

Replace all windows at Station 1 (Baden).

Justification

As identified in the 2014 Fire Service Facility Needs Assessment, undertaken by Emergency Management & Training Inc, the existing windows are not energy efficient and are approaching end of service life.

These replacements were recommended in the mid-term of the assessment, which was defined as the 3 to 6-year range. Based on the recommendation and timing, window replacements are recommended to proceed in 2022.

Financial Considerations:

General Levy	\$15,000
TOTAL ESTIMATED PROJECT COST	\$15,000

Estimated Start and Completion Date: Q2 2022 – Q3 2022

Submitted By: Rod Leeson, FPO, CFEL, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: Office and Meeting Room Furniture – Station 1 (Baden)

Project Description

Replace outdated office and meeting room furniture at Station 1 (Baden).

Justification

Over the years, fire stations have been the recipients of surplus, hand me down office and meeting room furniture. Identified in the Council approved Fire Master Plan, replacement of office and meeting room furniture was identified as a short-term recommendation. Office and meeting room furniture is extremely outdated, beyond repair, uncomfortable, and does not meet today's ergonomic requirements.

Replacing this furniture will provide equipment that meets today's standards and improve comfort and ergonomics for firefighters who attend training and conduct administrative duties. The demands and requirements placed on our firefighters leads to the need for more comfortable workspaces and seating. It is common for firefighters to attend training which may require them to sit through a two-hour PowerPoint program or lecture in a meeting room. Comfortable seating is important to reduce fatigue and improve concentration.

Financial Considerations:

General Levy	\$11,000
TOTAL ESTIMATED PROJECT COST	\$11,000

Estimated Start and Completion Date: Q1 2022

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: Asphalt Parking Lot Replacement – Station 1 (Baden) Additional Funds

Project Description

Additional funding to complete the replacement of damaged and end of life asphalt at Station 1 (Baden).

Justification

Through the 2014 Facilities Needs Assessment, Emergency Management & Training Inc. identified the front asphalt area of Station 1 (Baden) as rutted and cracking and recommend this area be repaved. They further identified that the rear of the fire station be paved to accommodate heavy trucks such as fire apparatus.

In 2016, the rear and side of the fire station were paved with a reclaimed, hybrid asphalt surface. The area quickly started to fail, and attempts were made in 2018 to rehabilitate the surface. In 2020, new concrete aprons were installed at the front and rear of Station 1. Unfortunately, the parking area at the rear and side of the station that were previously paved with a reclaimed asphalt pavement (RAP); and despite rehabilitation attempts and claims made by the installer, this material could not withstand the wear and tear of heavy fire apparatus. The asphalt has eroded and failed to the point where the site now has large potholes and the surface in most areas has delaminated. The deterioration has become more rapid as the condition of the asphalt fails.

The base under the existing surface requires attention and will be addressed in preparation for the new asphalt, which will be designed for heavy truck traffic. Site repairs were undertaken in the fall of 2021 to provide a temporary repair in the severely damaged area along Bell Drive. Water and ice continue to cause further damage. Engineering services were hired to take soil samples, survey, establish proper grade and slope, and determine the most appropriate base and asphalt to place for heavy fire apparatus. This information has been used to establish a more accurate budget number for the project.

This project will be coordinated with planned asphalt works at Station 2 (New Dundee).

Financial Considerations:

General Levy	\$30,000
TOTAL ESTIMATED PROJECT COST	\$30,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: Asphalt Parking Lot Replacement – Station 2 (New Dundee) Additional Funds

Project Description

Additional funding to complete installation of asphalt parking area at Station 2 (New Dundee).

Justification

The parking area at the side of Station 2 in New Dundee has no asphalt surface in place. Over the years, a variety of materials (no asphalt) have been placed to allow for parking. These surfaces continue to fail and erode due to snow removal requirements and significant heavy truck traffic using the parking area as a turnaround. Fire apparatus are operated in this area which contributes to further erosion, wear, and tear on the surface. Water and ice continue to cause further damage.

Due to the layout of the fire station, the side unpaved parking area is required for training. Because the parking area is not paved and the need for a clean area for firefighters to train, clean hose and/or layout equipment, this area requires an appropriate asphalt surface. Training cannot be conducted on the existing surface due to the mud and debris caused when using hose streams, etc. Engineering services were hired to take soil samples, survey, and determine the most appropriate base and asphalt to place. This information has been used to establish a more accurate budget number for this project.

This project will be coordinated with asphalt replacements at Station 1 in Baden.

Financial Considerations:

General Levy	\$30,000
TOTAL ESTIMATED PROJECT COST	\$30,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: Design and Engineering Interior Renovations and Upgrades – Station 2 (New Dundee)

Project Description

Hire a third-party consultant to complete the necessary design and engineering for interior renovations at Station 2 (New Dundee).

Justification

As identified in the Council approved Fire Master Plan, interior renovations have been planned within the 10-Year Capital Forecast. Emergency Management & Training Inc. identified hazards with the exposed electrical panels and recommend this area be protected from truck washing activities.

To properly prepare for the 2023 project design, architectural and engineering works should be completed in 2022. This planning exercise will allow for accurate budget allocations to be determined as per the final approved design. The apparatus bay at Station 2 does not meet current NFPA safety and design standards. The apparatus bay is essentially a garage where trucks are washed and maintained. The main electrical system is exposed to this environment which creates a potential hazard should water spray contact the electrical system. With a better understanding of cross contamination and incidents of cancer in the Fire Service, it is important to provide a separate space for firefighter's personal gear along with a clean room for SCBA and Laundry.

Given the space available and ceiling height, staff anticipate a division of the main floor into a gear room, laundry room, storage room, shop, and proper room to enclose the electrical system. Building on this unique design opportunity, the project will include a provision for an indoor basic training prop on the second floor for a low cost. This opportunity will take advantage of an efficient way of utilizing what would have become a wasted void space. The training prop would allow for winter or inclement weather training and reduce travel distance should an emergency call come in. The training prop would have a fire alarm system, sprinkler system and standpipe with added features to train for firefighter survival, search, and rescue and more. The training feature would be a dry system that utilizes simulation such as non-toxic smoke to reduce visibility and enhance the training experience. This would further enhance the department's training program and educate our firefighters to better understand systems that are found in buildings. Most, if not all the alarm equipment, sprinkler system and more would be reclaimed from other buildings or donated to further reduce costs but provide a tremendous hands-on training opportunity.

Financial Considerations:

General Levy	\$24,000
Development Charges – Fire	6,000
TOTAL ESTIMATED PROJECT COST	\$30,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: Site Selection and Conceptual Design – Station 3 (New Hamburg)

Project Description

Hire a third-party consultant to assist the Wilmot Fire Department in a site selection and conceptual design process for the future replacement of Station 3 (New Hamburg).

Justification

As outlined in the Township's 10-Year Capital Forecast, and the recently approved 2020 Fire Master Plan, staff are commencing the process for the relocation and building of a new station to replace Station 3 (New Hamburg). With Council direction to have the station completed and operational by 2027. Fire Services in cooperation with the CAO, Development Services and Corporate Services will begin the process and various stages of site selection and conceptual architectural design of the new fire station.

Station concept will be required to ensure the proposed building will suit the site location. Leveraging internal expertise will benefit the process and allow Fire Services to bring forward future reports and updates to Council as the various stages progress.

The 10-year Capital Forecast will be updated accordingly if/when costs are determined for the acquisition any additional land for the new fire station.

Financial Considerations:

General Levy	\$5,000
Development Charges – Fire	45,000
TOTAL ESTIMATED PROJECT COST	\$50,000

Estimated Start and Completion Date: Q1 2022 – Q4 2022

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: Rescue Apparatus (R617) – Station 1 (Baden) Additional Funds

Project Description

Additional funding for the replacement of the existing Rescue Apparatus (R617) Station 1, Baden.

Justification

As outlined in the Township's 10-Year Capital Forecast and the recently approved 2020 Fire Master Plan, Rescue 617 from Station 1 was scheduled for replacement in 2021.

Due to the timing to build, delays with COVID-19, and delivery Fire Service Apparatus, the Township undertook a procurement exercise, to purchase for two (2) Rescue Apparatus'. Rescue 617 was budgeted in 2021 capital, with the additional Rescue (R637) included as part of the 2023 Capital Budget.

To further improve our connection to a competitive process, staff leveraged the Canoe Procurement Group of Canada purchasing cooperative. Specifications were sent out to three (3) vendors for pricing. Under Report FD 2022-01, Council approved the award of contract to Commercial Emergency Equipment Company (Pierce) as per their proposal, at a total cost of \$1,279,980, plus HST.

This budget allocation will provide the additional funds for the replacement of R617 at Station 1 (Baden). The 2023 Capital Budget will include a provision for the full cost of replacement for R637 at Station 3 (New Hamburg).

It should be noted that COVID and supply chain issues have impacted delivery times, which have increased the length of time between order and delivery. The order for both apparatus was placed on January 5, 2022.

Financial Considerations:

Infrastructure Reserve Funds – Equipment	\$136,250
TOTAL ESTIMATED PROJECT COST	\$136,250

Estimated Start and Completion Date: Q1 2022 – Q2 2023

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services
Project: SCBA Replacement / Upgrades

Date: February 7, 2022

Project Description

Financing of upgrades to SCBA in 2019, to meet the NFPA 2018 standard.

Justification

Year 4 of the replacement/upgrade strategy outlined within the 10-Year Capital Forecast. This plan, approved under Report FD 2019-07, allows for internal financing of the total costs incurred in 2019, over a 5-year term (2019-2023), to upgrade all Township SCBA to meet the NFPA 2018 standard.

Changes to NFPA standards placed the previous inventory of SCBA out-of-date with current standards and current available technology. This purchase was part of a joint-procurement exercise with departments across the Region.

Financial Considerations:

Infrastructure Reserve Funds – Equipment	\$145,000
TOTAL ESTIMATED PROJECT COST	\$145,000

Estimated Start and Completion Date: Q4 2019 – Q2 2023

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: Equipment – Hose, Appliances, Nozzles, Master Streams, Air Bottles

Project Description

Replace and modernize fire hose, appliances (fittings, adapters, etc.), Nozzles and Master Streams.

Justification

Firefighter equipment, although built tough to withstand the extreme conditions, need to be replaced typically on a 10-year cycle. Fire services continue to develop Township best practices with asset management and equipment life cycle projections. Fire Leadership Team has identified the need to replace fire hose, appliances (adapters, couplings, etc), fire nozzles and portable master streams (used to remotely apply water to protect an exposure). In order to place equipment on the Township's 10-year capital budget we need to conduct this large purchase. Once completed, Council will see future purchases for same items but in smaller quantities and planned to utilize the Townships budgeting strategies.

COVID continues to have a significant financial impact on supply chains and cost of goods which has placed additional financial pressure on these necessary purchases.

Financial Considerations:

Infrastructure Reserve Funds - Equipment	\$56,750
General Levy	23,250
TOTAL ESTIMATED PROJECT COST	\$80,000

Estimated Start and Completion Date: Q1 2022

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Fire Services

Date: February 7, 2022

Project: All Terrain Side by Side with Trailer

Project Description

Purchase a side-by-side all-terrain vehicle equipped with patient transport, wildland firefighting skid and enclosed trailer to transport.

Justification

With the ever-expanding trail network and extensive existing trail network, Wilmot FD has experienced an increase in rescue calls to service on trails. Wildland fires continue to be a threat with climate change and urban/rural density. With the anticipated increase in demand for both trail rescues and wildland fires, Fire Services have identified a service delivery need. In 2019, discussions began with fire service staff on the feasibility of purchasing an all-terrain vehicle.

Stonecroft provided a generous donation of \$16,000 towards the purchase of an all-terrain vehicle. In 2020, 100 Men of Wilmot invited us to provide a presentation for a change to be selected for a donation and the side-by-side project continued to grow. As a result of the invitation, 100 Men of Wilmot added an additional generous donation of \$11,950 for the project. Wilmot firefighter associations within the Township and private donations have provided additional funds towards the project. This brings the grand total of donated money to \$41,000 towards the goal of \$60,000 to complete the project.

A committee of firefighters from the three stations will be formed to complete the final research to determine the most appropriate brand of side by side to meet the needs of the project. Final decision will rest with the Fire Leadership Team. Our ask is the Township funds the remaining shortfall of \$19,000 to complete the project. We further request the Township, within this budget request, allows the Fire Service to place the logo and names of all our generous donors on the sides of the trailer to showcase the incredible community support.

Financial Considerations:

General Levy	\$19,000
Donations	41,000
TOTAL ESTIMATED PROJECT COST	\$60,000

Estimated Start and Completion Date: Q1 2022 – Q3 2022

Submitted By: Rod Leeson, FPO, CFEI, CCFI-C, CEMC, Fire Chief

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Public Works Operations Facility Needs Study

Date: February 7, 2022

Project Description

This project is proposed to review the Operations facility performance and functionality on Sandhills Road. The project will review the current setting on site, including meeting efficient and effectiveness-based targets for health and safety measures, environmental site management, material and equipment management as well as vehicle and equipment operations. The project will consider the current and future needs of Operations to effectively manage a growing community.

Justification

Public Works Operations, including the Roads Division and Water/Wastewater Division will see substantial growth in services to operate and maintain with the forthcoming community growth. The Sandhills facility location and layout will need to be reviewed to consider opportunities to improve efficiency and effectiveness of services provided, including the ability for this site to accommodate community and infrastructure growth, as the Township works toward achieving its growth goals under the Official Plan. This may require changes to the current service delivery format including equipment, material and supply storage, workplace accommodation and space, material management and opportunities for site or process efficiencies.

This project will seek to undertake the scope of work, with the end result being an outline of departmental operational needs, opportunities for improvement and space needs to accommodate service delivery opportunities and future growth.

Financial Considerations:

General Levy	\$ 2,500
Development Charges – Public Works	11,250
Development Charges – Water	5,060
Development Charges – Wastewater	6,190
TOTAL ESTIMATED PROJECT COST	\$25,000

Estimated Start and Completion Date: Q1 2022 – Q3 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works & Engineering

Date: February 7, 2022

Project: Sand/Salt Dome Panel Replacement

Project Description

This project is for the fabric roof panels that cover the rigid frame structure of the salt/sand dome located at the Public Works Operating Centre.

Justification

The existing fabric panels for some sections of roofing for the salt/sand dome have reached end of life and are in a state of disrepair. These fabric panels need to be replaced in order to properly protect the salt/sand materials from the elements.

A covered structure to contain salt material is identified in the winter maintenance salt management practices.

Financial Considerations:

General Levy	\$25,000
TOTAL ESTIMATED PROJECT COST	\$25,000

Estimated Start and Completion Date: Q1 2022 – Q2 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering

Date: February 7, 2022

Project: Lift Station #3 Marvin Street – Needs Study & Pump Replacement

Project Description

This project is proposed to review long term station needs and replace existing wastewater lift pumps (2 x 2.0 hp pumps) at Lift Station #3 located on Marvin Street in New Hamburg.

Justification

Replacement of the pumps located within the wastewater pumping station will improve reliability of this infrastructure as well as reducing operational and maintenance efforts.

This needs study will look at the existing sanitary infrastructure for this system and determine opportunities and constraints for medium to long range planning on this small system, including reviewing this location for gravity alternatives.

Financial Considerations:

Infrastructure Reserve Funds - Sanitary	\$25,000
TOTAL ESTIMATED PROJECT COST	\$25,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering

Date: February 7, 2022

Project: Lift Station #2 Milton Street Capacity Review & Electrical System Upgrades

Project Description

This project proposes to undertake electrical system upgrades identified in the building condition assessment process in 2020, as well as to review flow capacity analysis at Lift Station #2 located on Milton Street in New Hamburg.

Justification

This project will primarily review the performance measures for the Milton Pumping Station operations with regards to wet weather flow and capacity with suggested recommendations for upgrades to the lift station. It will also look to upgrade the electrical system components for Lift Station #2 in the immediate term.

Financial Considerations:

Infrastructure Reserve Funds - Sanitary	\$45,000
TOTAL ESTIMATED PROJECT COST	\$45,000

Estimated Start and Completion Date: Q3 2022 – Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Replace 2009 Service Vehicle (311-10)

Date: February 7, 2022

Project Description

Purchase of a replacement unit for Roads department service vehicle (311-10).

Justification

As part of the on-going vehicle maintenance and replacement program, Unit 311-10 in the Roads Division is scheduled to be replaced in 2022.

The current vehicle is a larger sized, older model cube van. The replacement unit would be a modern commercial van or equivalent.

Financial Considerations:

General Levy	<u>\$85,000</u>
TOTAL ESTIMATED PROJECT COST	\$85,000

Estimated Start and Completion Date: Q3 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering

Date: February 7, 2022

Project: Sweeper and Brush Trimming/Cutting Attachments (New)

Project Description

Purchase of a new sweeper and trimming/cutting attachments to support service delivery of the Roads and Utilities Divisions for routine service operation and maintenance activities.

Justification

The new sweeper and trimming/cutting attachments would be utilized across the Public Works Operations function in roads, water and wastewater, general operations, and maintenance work.

The sweeper unit will be useful during general underground infrastructure service repairs and be utilized for clearing sidewalks fronting Municipal Property. The trimming attachment will be utilized primarily by roads operations for grass and vegetation maintenance along rural roads and within storm water maintenance facilities.

The purchase of this new piece of equipment was included within the Council approved Development Charges Background Study.

Financial Considerations:

General Levy	\$4,500
Development Charges – Public Works	40,500
TOTAL ESTIMATED PROJECT COST	\$45,000

Estimated Start and Completion Date: Q2 2022 – Q3 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Trackless Clearing Unit (New)

Date: February 7, 2022

Project Description

This project is for the purchase of a trackless clearing unit with the ability to expand attachments to diversify the capabilities of the unit.

Justification

A new trackless clearing unit would be used across Public Works maintenance activities. The unit would be utilized to support service delivery of roadside brushing activities, storm water maintenance, facility maintenance, pavement and sidewalk maintenance, catchbasin maintenance and other urban activities. The brush trimming/cutting unit will attach to this unit.

The purchase of this new piece of equipment was included within the Council approved Development Charges Background Study.

Financial Considerations:

Development Charges – Public Works	\$125,000
TOTAL ESTIMATED PROJECT COST	\$125,000

Estimated Start and Completion Date: Q1 2022 – Q2 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Locate Equipment and Vehicle (New)

Date: February 7, 2022

Project Description

Purchase of a new sub compact utility vehicle and equipment to support service delivery of buried infrastructure locating activities within the Township.

Justification

A new sub compact utility vehicle and equipment would be used by the Utilities Division for smaller order activities like field locates, and some residual testing procedures. Currently staff use service vehicles to undertake these works, which are oversized for the jobs being conducted.

The procurement of a new vehicle would free up larger service vehicles for operation and maintenance activities and provide for the right piece of equipment to do the job needed. This vehicle would also be equipped with utility locate advanced tools for investigation, marking and reporting needs from the field, which it is not cost-effective to equip each service vehicle with to support locate requirements.

The purchase of this new piece of equipment was included within the Council approved Development Charges Background Study.

Financial Considerations:

Development Charges – Water	\$50,000
TOTAL ESTIMATED PROJECT COST	\$50,000

Estimated Start and Completion Date: Q1 2022 – Q3 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Baden/New Hamburg Sanitary Growth Staging Study

Date: February 7, 2022

Project Description

This project would review the Township core infrastructure growth strategies for new development lands including linear and facility needs for water, wastewater, stormwater and roads required to service the Township's residential land use allocation, as laid out in the Township and Region Official Plans.

Justification

The revised 2019 Official Plan centralizes a growth node in Baden and New Hamburg. This growth strategy shift requires long term infrastructure planning to accommodate growth. This project would be undertaken in partnership with other internal operating departments.

The major elements of the Township's current and updated Official Plan are to be integrated in core infrastructure growth strategy and vice versa. The aim of this integration is to recommend the best overall cost effectiveness and timelines to facilitate the Township's Strategic Plan and future growth requirements.

This study was included within the Council approved Development Charges Background Study.

Financial Considerations:

Development Charges – Sanitary	\$75,000
TOTAL ESTIMATED PROJECT COST	\$75,000

Estimated Start and Completion Date: Q1 2022 – Q4 2023

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Infrastructure Standards and Specifications

Date: February 7, 2022

Project Description

This project would update the Township's Engineering-related Infrastructure Standards and Specifications to current industry standards and practices for development and infrastructure related activities.

Justification

These new standards would provide clarity and efficiencies to the development industry in the review process to facilitate timely yet effective drawing review and approvals and protect Township infrastructure.

The existing manual was established in 1980 and is no longer suitable for the expected growth forecasted for the Township, and the significant infrastructure expansion. The Engineering Division has started the process of developing these standards and specifications on a variety of "typical" situations that staff face day-to-day, in an effort to find efficiencies throughout our work processes.

As part of continued efforts to work collaboratively with the Townships of Waterloo Region, Woolwich and Wilmot have partnered on this Joint Service Initiative to assist with resource sharing, lessons learned and efficiencies for both Townships.

This project was included within the Council approved Development Charges Background Study.

Financial Considerations:

Development Charges – Sanitary	\$40,000
Infrastructure Reserve Funds - Sanitary	<u>10,000</u>
TOTAL ESTIMATED PROJECT COST	\$50,000

Estimated Start and Completion Date: Q1 2022 – Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering

Date: February 7, 2022

Project: Hamilton Road Pedestrian Crossing Review and Pavement Markings

Project Description

This project would review pedestrian crossing warrants to site an adequate location on the Hamilton Road corridor to link current and future active transportation on this high functioning arterial road. It would also review pavement markings on the corridor to determine opportunities to integrate crossing needs with efficient traffic movements along the corridor.

Justification

The need for this project has been demonstrated through many avenues including the 2021 Development Charges Study, the Employment Lands Draft Approval and community feedback through the pre-budget consultation process.

With the Township's goals of providing more active transportation, walkable communities and development growth expectations, funding allocations were placed in the 2021 Development Charges Study to review an appropriate location for an active pedestrian crossing along the Hamilton Road to the Hamilton Heights Subdivision and future Employment Lands Development.

Financial Considerations:

Canada Community Building Fund	\$26,000
Development Charges – Public Works	78,000
TOTAL ESTIMATED PROJECT COST	<u>\$104,000</u>

Estimated Start and Completion Date: Q1 2022 – Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

**TOWNSHIP OF WILMOT
2022 Capital Budget Request Form**

Department: Public Works and Engineering
Project: Snyder's Road Reconstruction (Region)

Date: February 7, 2022

Project Description

This multi-year project supports construction of Snyder's Road Phase 1-3, planned for construction 2021-2023. The three phases of construction will consider two phases on Snyder's Road East, and a third phase for Snyder's Road West. This project will include the sanitary and watermain crossing required at the railway corridor.

Justification

The Region of Waterloo is responsible for tendering and project oversight. With Phase I substantially completed and Phase II slated for 2022, the third phase is planned to be tendered at a later date, to allow for the development servicing solutions to be solidified.

The Township was successful under Intake 3 of the Investing in Canada Infrastructure Program (ICIP) for these works and funding has been included in the financial considerations below.

This growth-related infrastructure investment was included within the Council approved Development Charges Background Study.

Financial Considerations:

ICIP – Green Stream	617,550
Development Charges – Public Works	99,750
Development Charges – Sanitary	429,000
Infrastructure Reserve Funds – Sanitary	198,700
TOTAL ESTIMATED PROJECT COST	\$1,345,000

Estimated Start and Completion Date: Q2 2021 - Q4 2023

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering

Date: February 7, 2022

Project: Victoria Street and Boullee Street Reconstruction - Engineering

Project Description

Engineering works for the reconstruction of Victoria Street (Hwy #7&8 to Boullee Street) and Boullee Street (Hamilton Road to Victoria Street) in New Hamburg.

Proposed improvements include reconstruction to an urban cross-section complete with new granular road base, asphalt surface, concrete curb and gutter, watermain, storm sewer, sanitary sewer replacement and proposed sidewalk installation. Also included will be the coordination and installation of the Region's transmission watermain as well as coordination with the potential development on Boullee Street.

Justification

The reconstruction of the existing road will correct deficiencies in the road's physical characteristics. The proposed improvements include converting the road section to an urban cross-section, new underground infrastructure, new sidewalk, granular road base, new asphalt surface and quality improvement to road run-off through utilization of existing stormwater management facilities in the area.

The Engineering works are currently underway with the Region's transmission watermain project for construction proposed in 2022 and continuation of the transmission watermain through the employment lands.

These growth-related infrastructure investments were included within the Council approved Development Charges Background Study.

Financial Considerations:

Canada Community Building Fund	\$141,200
Ontario Community Infrastructure Fund	47,500
Infrastructure Reserve Funds – Water	44,000
Infrastructure Reserve Funds – Sanitary	57,500
Region of Waterloo	250,000
Development Charges – Public Works	51,300
TOTAL ESTIMATED PROJECT COST	\$591,500

Estimated Start and Completion Date: Q1 2022 - Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Greenwood Drive Reconstruction

Date: February 7, 2022

Project Description

This project is for the reconstruction of Greenwood Drive (Huron Street to Dead end) in New Hamburg. Proposed improvements include reconstruction to an urban cross-section complete with new granular road base, asphalt surface, concrete curb and gutter, watermain, storm sewer and sanitary sewer replacement.

Justification

The Engineering works for this project were advanced in 2020 using a combination of consulting and in-house resources. The watermain on Greenwood Drive was identified as a significant need under the Drinking Water Quality Management System (DWQMS) infrastructure review.

In reviewing the underground infrastructure in the area, it was determined that a full reconstruction of the existing road and other core underground services was necessary. The proposed improvements include converting the road section to a semi-urban cross-section, new or rehabilitated underground infrastructure, sidewalks and granular road base and new asphalt surface.

Financial Considerations:

Canada Community Building Fund	\$120,250
Development Charges – Public Works	118,750
Infrastructure Reserve Funds – Transportation	306,000
Infrastructure Reserve Funds – Water	105,000
Infrastructure Reserve Funds – Sanitary	150,000
TOTAL ESTIMATED PROJECT COST	\$800,000

Estimated Start and Completion Date: Q1 2022 - Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering

Date: February 7, 2022

Project: Casselholme Crescent Watermain Reconstruction

Project Description

Reconstruction of the watermain along Casselholme Crescent (between Queen Street to Queen Street) in New Dundee. Proposed improvements include the replacement of the watermain in this road segment, including water services.

Justification

The watermain replacement work on Casselholme Crescent would primarily address break history and service interruptions that has elevated this segment under the Drinking Water Quality Management System (DWQMS) infrastructure review process.

The works would be limited to watermain only as the preliminary infrastructure assessment has not identified any other core underground needs in the project area.

Financial Considerations:

Ontario Community Infrastructure Fund	\$328,500
Development Charges – Public Works	47,500
Infrastructure Reserve Funds – Water	<u>350,000</u>
TOTAL ESTIMATED PROJECT COST	\$726,000

Estimated Start and Completion Date: Q1 2022 – Q3 2023

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Sanitary Sewer I&I Reduction Program

Date: February 7, 2022

Project Description

Council awarded an infiltration and inflow study in 2019 to GM BluePlan. The study made recommendations on further efforts that can be undertaken by the Township.

The funds allocated for this project will be dedicated to further detailed project planning and establishing an annual program effort in investigation, identification and repair/rehabilitation efforts to reduce inflow and infiltration.

Justification

With the I&I study in 2019, some key focus areas were identified for further, more detailed investigation. The establishment of an annual program will provide best practices for repair and rehabilitation efforts, including capital and operating programs to help reduce I&I in the sanitary system and help support capacity for intensification.

Financial Considerations:

Infrastructure Reserve Funds – Sanitary	\$200,000
TOTAL ESTIMATED PROJECT COST	\$200,000

Estimated Start and Completion Date: Q1 2022 - Q4 2024

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Baden Trunk Sanitary Sewer Design and Construction

Date: February 7, 2022

Project Description

This multi-year project is for the design and construction of a trunk sanitary sewer alignment to service Baden future development lands. Design of the new trunk sewer is planned in 2022 with construction in late 2022 and 2023, pending Environmental Assessment approval in early 2022.

Justification

In 2021, the Baden Trunk Sanitary Sewer Environmental Assessment was initiated to review sanitary servicing options for future growth lands in Baden. The EA process is anticipated to conclude in Q2 2022.

This project for design and construction will support the Baden growth lands in the immediate term and into long range planning through the approval and construction of a trunk sanitary alignment in Baden.

Project costs will be spread over the 2022 and 2023 fiscal years with the larger majority of activity and costs planned for 2023.

Financial Considerations:

Development Charges – Sanitary	\$1,185,000
Infrastructure Reserve Funds – Sanitary	315,000
TOTAL ESTIMATED PROJECT COST	\$1,500,000

Estimated Start and Completion Date: Q2 2022 - Q4 2023

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering

Date: February 7, 2022

Project: Trunk Sewer Flow Monitoring Improvements (Foundry/Snyder's/Waterloo)

Project Description

Through the Township's continued monitoring of the sanitary sewer system in Baden and New Hamburg for inflow / infiltration reduction and pipe capacity analysis, additional effort and resources are proposed for 2022 - 2024.

This project is proposed to continue from our 2021 monitoring program to help build and calibrate a network flow model based on system flow monitoring, as well as set the framework for future capacity for accommodating re-urbanization and higher-density development.

Justification

A core focus in the sanitary network is inflow and infiltration related sewage reduction, particularly on a Regionally integrated system for conveyance and treatment. This project reviews constraints and opportunities based on system flows through more continual monitoring efforts, and to identify and undertake locations where capacity improvements may be needed in the system based on actual flows, known I&I areas and future intensification and growth needs.

This project would work in concert with I&I reduction efforts but would be focused on integrating this information with capacity and future needs. The successful implementation of repair and rehabilitation of sanitary inflow and infiltration issues will be dependent on having dedicated, focused and knowledgeable resources as part of the project investigation process.

This initiative was included within the Council approved Development Charges Background Study.

Financial Considerations:

Infrastructure Reserve Funds – Sanitary	\$3,750
Development Charges – Sanitary	71,250
TOTAL ESTIMATED PROJECT COST	\$75,000

Estimated Start and Completion Date: Q1 2022 - Q4 2024

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Snyder / Agcom Municipal Drain Construction

Date: February 7, 2022

Project Description

The 2022 Municipal Drain Capital program consists of the Snyder / Agcom Drain Construction.

Justification

In conjunction with the Municipal Drainage Act petitions which were filed by multiple owners to improve drainage issues on their properties. K Smart Associates Limited was appointed by Council on June 23, 2003, September 11, 2017 and June 3, 2019 to prepare a report on petitions received.

Through K Smart design, these works will consist of improvements for the main drain and 3 branch drains, which is scheduled for construction in 2022.

A Court of Revision was held in early 2022, which upheld the drainage assessments within the Drainage Engineers Report. The majority of project costs will be allocated to benefitting landowners, with grant funding from OMAFRA for farm properties. The total project cost is net of allowances.

Financial Considerations:

General Levy	\$ 27,295
OMFARA	112,761
Benefiting Landowners	384,844
TOTAL ESTIMATED PROJECT COST	\$524,900

Estimated Start and Completion Date: Q1 2022 – Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering Department
Project: Hot Mix Asphalt Program

Date: February 7, 2022

Project Description

This is an annual program to repair, replace or reconstruct existing road network segments with hot mix asphalt to maintain adequate high class bituminous (HCB) surface road assets.

Justification

The hot mix paving program timing is based upon the Township's roads need study, asset management data and in consultation with operations, based on existing road conditions and estimated remaining life. The 2022 program consists of the following road sections:

- Bergey Court (Bleams Rd-End)
- Huron Place (Huron Rd-End)
- Nelson Street (Waterloo St-End)

Bergey Court has been identified as an active transportation link. As such, during the design, upgrades to the cross section to include a Multi-Use Trail or sidewalk will be reviewed for implementation with the final constructed project.

Financial Considerations:

Canada Community Building Fund	\$146,300
Ontario Community Infrastructure Fund	23,100
TOTAL ESTIMATED PROJECT COST	\$169,400

Estimated Start and Completion Date: Q1 2022 - Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Surface Treatment Program

Date: February 7, 2022

Project Description

This is an annual program to hard surface sections of road with tar and chip surface treatment and to maintain adequate low class bituminous (LCB) hard surface road assets.

Justification

The surface treatment program timing is based on a program to upgrade loasetop roads to hard surface roads. The program also considers life-cycle replacement/renewal/repair for existing low class bituminous roads to maintain adequate hard surface.

Based construction/preparation that was on-going in 2021. The 2022 program consists of the following:

- Bridge Street (Oxford Road #5 to Diamond Road) – Single Surface
- Bean Road (Oxford Road #5 to Diamond Road) – Single Surface
- Bean Road (Diamond Road to Walker Road) – Single Surface
- Bean Road (Walker Road to Tye Road) – Single Surface

The upgrade of loasetop roads to hard surface roads was included within the Council approved Development Charges Background Study.

Financial Considerations:

Ontario Community Infrastructure Fund	\$341,260
Development Charges – Public Works	56,740
TOTAL ESTIMATED PROJECT COST	\$398,000

Estimated Start and Completion Date: Q2 2022 - Q3 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Guiderail and Chevron Program

Date: February 7, 2022

Project Description

This program was established in 2018, with annualized plans to undertake design, construction and major repair of guiderails according to the recommendations found within OSIM inspections and the Transportation Association of Canada for safe road operations.

Justification

In the 2017 & 2019 Ontario Structure Inventory inspections (OSIM), substantial guiderail construction at bridge and culvert approaches were identified for new or replacement of existing rails. These are needed to ensure bridge and traffic operations safety.

The program includes chevron layouts and guiderails in horizontal curve and other hazard locations as well.

Financial Considerations:

Ontario Community Infrastructure Fund	\$365,000
TOTAL ESTIMATED PROJECT COST	\$365,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Tye Road #28/C-T13 Culvert Replacement

Date: February 7, 2022

Project Description

This project supports the replacement of the Tye Road Culvert Structure (#28/C-T13). This project also includes the installation of a new steel beam guiderail system adjacent to the culvert structure.

Construction would be anticipated to commence in July 2022, subject to Council approval.

Justification

In the 2017 & 2019 regulatory bridge safety inspections (OSIM) identified the Tye Road culvert in an advancing state of poor condition. Roadside safety deficiencies identifying the need of a guiderail system was also identified in the recent OSIM inspection reports.

The structure is in need of replacement in the near term. While \$119,000 of project costs will be sourced from the Canada Community Building Fund (CCBF), the remaining project costs are anticipated to be funded through debt financing.

Financial Considerations:

Debt Financing	\$306,000
Canada Community Building Fund	119,000
TOTAL ESTIMATED PROJECT COST	\$425,000

Estimated Start and Completion Date: Q3 2022 - Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Christner Road Culvert Replacement

Date: February 7, 2022

Project Description

This project supports the replacement of the Christner Road culvert structure. This project also includes the installation of a new steel beam guiderail system adjacent to the culvert structure.

Emergency construction commenced on culvert works as a result of a failure in late 2021, with the remaining project elements (guiderail) commencing in 2022.

Justification

In 2020 Township Staff reviewed the condition of the existing 2.4m dia. culvert on Christner Road. During this inspection, it was noted the existing culvert was in an advancing state of poor condition. Roadside safety deficiencies identifying the need of a guiderail system was also identified.

The culvert structure failed in late 2021 and was replaced as an emergency measure due to natural environment and traffic operations impacts.

Financial Considerations:

Ontario Community Infrastructure Fund	<u>\$200,000</u>
TOTAL ESTIMATED PROJECT COST	\$200,000

Estimated Start and Completion Date: Q1 2022 - Q2 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Bridge St. Bridge #34/B-T2 Construction

Date: February 7, 2022

Project Description

This project is to initiate the final design, tendering, contract administration and construction of the Bridge St. Bridge #34/B-T2. Construction is anticipated to commence in 2022, and will be completed in 2023, subject to Environmental Assessment approval.

Justification

The Bridge St. Bridge – Structure No. 34/B-T9 is an older structure in the Township's Bridge Inventory. In recent years, it has been subject to extended closures from vehicle strikes and flood damage. The structure is in need of a long-term solution to resolve these service issues.

The Township undertook an Environmental Assessment to review alternatives and determined a preferred long-term solution, subject to Council endorsement in early 2022. If no objections to the project are registered during the current review period, the project is considered approved under the Municipal Class Environmental Assessment Act, and detailed design, tendering and construction can proceed.

Financial Considerations:

General Levy	\$ 26,458
Ontario Community Infrastructure Fund	6,163
Infrastructure Reserve Fund – Transportation	47,000
ICIP – Rural and Northern Stream	1,863,009
Development Charges – Public Works	293,070
TOTAL ESTIMATED PROJECT COST	\$2,235,700

Estimated Start and Completion Date: Q1 2022 - Q4 2023

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

**TOWNSHIP OF WILMOT
2022 Capital Budget Request Form**

Department: Public Works and Engineering

Date: February 7, 2022

Project: Oxford-Waterloo Road Bridge 37B-OXF Structure Repairs

Project Description

Structural repairs are required to be completed on the east stringers for the Oxford Waterloo Bridge, 37B-OXF.

Justification

Oxford Waterloo Road, a boundary road between the Townships of Wilmot and Blandford-Blenheim, is closed at the bridge structure 37B-OXF over the Nith River, as a result of structural deficiencies identified during a recent inspection.

Prior to re-opening the bridge to vehicular traffic, structural repairs are required to be made to the east stringers. These repairs would gain around 2-3 years of service life and will need to be reviewed again in more detail at that time.

This project is cost-shared with the Township of Blandford-Blenheim.

Financial Considerations:

Ontario Community Infrastructure Fund	\$12,500
Township of Blandford-Blenheim	12,500
TOTAL ESTIMATED PROJECT COST	\$25,000

Estimated Start and Completion Date: Q1 2022-Q2 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Public Works and Engineering
Project: Lisbon Road #3/C-T1, Culvert Replacement

Date: February 7, 2022

Project Description

This project is to initiate culvert repair or replacement design for the Lisbon Road structure (#3/C-T1). Construction would be anticipated in 2022 subject to Council approval.

Justification

In the 2017 & 2019 regulatory bridge safety inspections (OSIM) identified the Lisbon Road culvert in an advancing state of poor condition. The structure is in need of replacement in the near term.

Financial Considerations:

Ontario Community Infrastructure Fund	\$45,000
TOTAL ESTIMATED PROJECT COST	\$45,000

Estimated Start and Completion Date: Q2 2022 - Q4 2022

Submitted By: Jeff Molenhuis, P.Eng., Director of Public Works & Engineering

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services
Project: Replacement Brush Chipper

Date: February 7, 2022

Project Description

Replacement of the Brush Chipper that was scheduled for replacement in 2022; however, was stolen in summer 2021.

Justification

The brush chipper is an important part of the parks equipment inventory as it is used for storm recovery when trees and branches fall and for forestry work for cutting and maintaining trails and managing brush.

In the summer of 2021, the chipper purchased in 2005 and scheduled for replacement was stolen from behind the Wilmot Recreation Complex. An insurance claim is currently pending; however, the original purchase price was significantly lower than today's purchase price. The funds requested in this capital project is intended to cover the difference between the insured amount and new purchase price.

Financial Considerations:

General Levy	\$50,000
TOTAL ESTIMATED PROJECT COST	\$50,000

Estimated Start and Completion Date: Q1 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services

Date: February 7, 2022

Project: Install Molok Waste Systems at Township Parks & Community Centres

Project Description

Install Molok Waste Systems at the following Township Parks: Norm Hill Park, Sir Adam Beck Park, Petersburg Park, St. Agatha CC, Mannheim CC, New Dundee CC, Haysville CC.

In addition to the Waste systems, Recycling Molok Systems will be installed at Norm Hill Park, St. Agatha, and New Dundee with this project.

Justification

From April through to the end of October, waste pick up at Township parks and community centres occurs twice weekly and requires significant staff resources that result in other maintenance not being completed. The Township currently has Molok Systems in three locations including the Dog Park in William Scott Park, the Wilmot Recreation Complex, and the Administration Complex. A number of other locations will still require staff to pick up garbage, however these are the highest traffic locations.

The Molok System is an underground waste system that holds approximately 3,000 litres/6.5 yd³ of waste, therefore, requiring emptying only a few times per year depending on how busy the area is. The units are emptied via a 4" diameter sucker pipe and the exterior of the container is clean and reduces odors typically associated with outdoor waste receptacles. A contract is held with Molok for emptying the waste systems as required, and the cost of emptying the units has been added to the proposed operating budget, which will be recovered quickly in staff time savings.

Adding some recycling Molok units to the busiest locations will provide a green solution for the highest traffic facilities. In time, it is hoped that all facilities will have both garbage and recycling Moloks.

Financial Considerations:

General Levy	\$78,000
TOTAL ESTIMATED PROJECT COST	\$78,000

Estimated Start and Completion Date: Q2 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services

Date: February 7, 2022

Project: Septic System Review/ Upgrade (Haysville, Petersburg, ND, St. Agatha)

Project Description

Empty and inspect septic systems at four (4) Township locations and replace tank(s) as required to meet current code requirements.

Justification

The Septic System's at Haysville, New Dundee, and St. Agatha Community Centre's and Petersburg Park are due for full inspection, and it is anticipated that one or more of the systems will require replacement due to age.

Tendering this as one project is fiscally responsible and allows funds to be utilized at the facility most in need of upgrades.

Financial Considerations:

General Levy	\$150,000
TOTAL ESTIMATED PROJECT COST	\$150,000

Estimated Start and Completion Date: Q2 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services
Project: Design New Skateboard Park

Date: February 7, 2022

Project Description

Historically, a few metal ramps at Sir Adam Beck Park have provided the only outdoor skateboarding opportunity within the Township. These ramps are at end of life and provide limited 'fun factor' due to their simplistic nature and difficulty moving them from site to site.

The location of Sir Adam Beck Park does not have good street frontage nor staff presence to prevent vandalism and social challenges that can occur at these sporting facilities. Therefore, this new project is intended to include design and public consultation for a new permanent concrete skateboard/BMX bike park preferably at the Wilmot Recreation Complex where there are staff present and high public traffic to deter unwanted activities. The location and design will be addressed through this first phase of the project with construction planned for 2023.

Justification

Youth recreational opportunities are limited in the Township and are a priority in the Parks and Recreation Master Plan. Although it would be ideal to have a skate park at more than one settlement area, these facilities are costly and not unlike the splashpad, staff are recommending that a skate park be constructed at a central location with high levels of staff presence and high public traffic.

The trail system is anticipated to connect both Baden and New Hamburg to the WRC in the future, which will allow youth to travel safely to this location to use a permanent skate park. This component is for design only and a second phase is planned for 2023 for construction.

This project was included within the Council approved Development Charges Background Study.

Financial Considerations:

General Levy	\$ 9,750
Development Charges – Recreation	55,250
TOTAL ESTIMATED PROJECT COST	\$65,000

Estimated Start and Completion Date: Q1 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services
Project: Third Ice Pad Design

Date: February 7, 2022

Project Description

Design of third ice pad to be located at Wilmot Recreation Complex.

Justification

Numerous staff reports have been supported by Council over the past few years with respect to the need for a third ice pad in Wilmot Township due to existing and historical demand and anticipated growth. A number of local groups rely on ice in other communities to deliver their programs and with population increases anticipated over the next decade, this ice pad will meet existing needs and allow some local groups to grow.

Construction of the ice pad is tentatively set for 2023 pending design timelines. A follow up report from Monteith Brown will outline the full estimated project costs.

While this project was included within the Council approved Development Charges Background Study, the completion of these design works, and the future construction will require debt financing.

Financial Considerations:

Development Charges - Recreation	\$396,500
Debt Financing	484,750
TOTAL ESTIMATED PROJECT COST	\$881,250

Estimated Start and Completion Date: Q1 2022 - Q4 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities and Recreation Services

Date: February 7, 2022

Project: New Hamburg Arena and Community Centre Building Repairs

Project Description

Complete recommendations from 2019 Structural Review of Arena building to address building maintenance and ensure public safety.

Justification

In 2019 a visual structural report was provided by NA Engineering Associates which outlines structural and aesthetic repairs valued at approximately \$175,000. Repairs from the report have been prioritized and will be completed over the next four (4) years.

2021 works included repairs to the lift, and completion of bolster block maintenance. 2022 includes concrete block repointing, removal of an obsolete chimney, replacing wood doors, and stair treads.

Financial Considerations:

General Levy	\$32,000
TOTAL ESTIMATED PROJECT COST	\$32,000

Estimated Start and Completion Date: Q3 2022

Submitted By: Sandy Jackson, Director Parks, Facilities and Recreation Services.

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services

Date: February 7, 2022

Project: Administration Complex Parking Lot Expansion Design

Project Description

Design and construction of an expanded asphalt parking lot for the Wilmot Administration Complex and Castle Kilbride. This project will include replacement of the existing parking lot, and the addition of a secondary entrance off Wagler Street.

Justification

Council approved the Administration Complex Parking Lot Expansion Design project as part of the 2019 capital budget. This project was delayed while the future of the Prime Minister's Path project was under its consultation phase. Further delays occurred due to COVID-19 impacts. An RFP for the parking lot design work will be issued in early 2022 and construction is anticipated in Q3 or Q4.

The project will include resurfacing the lot and laneway, and line painting for the existing parking lot. In addition, the lot will be expanded into the grass / small woodlot area beyond the existing parking lot with a secondary gated lane off Wagler Street. The expanded parking lot is needed to accommodate staff parking, Castle Kilbride visitors, emergency, and contractor vehicles.

This project was included within the Council approved Development Charges Background Study.

Financial Considerations:

Development Charges - Recreation	\$165,000
Infrastructure Reserve Funds - Facilities	135,000
TOTAL ESTIMATED PROJECT COST	\$300,000

Estimated Start and Completion Date: Q1 2022 – Q4 2022

Submitted By: Sandy Jackson, Director of Parks, Facilities and Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Castle Kilbride

Date: February 7, 2022

Project: Castle Kilbride Exterior Maintenance and Repairs

Project Description

To repair and paint key areas, including the front and side porches of historic Castle Kilbride.

Justification

Castle Kilbride was built in the Italianate style in 1877. The museum was the first property in Wilmot Township to be designated under Part IV of the Ontario Heritage Act by the Township's heritage committee in 1985 for its heritage value. In 1995, the museum received a national designation by the Historic Sites & Monument Board of Canada. Part of the overall designation entails exterior character defining elements of the home, which includes the porches.

The museum's unique wooden porches are particularly susceptible to harsh elements including full sun exposure, snow, ice and wind impact. In addition to the weather, high traffic use on the front and side porches by the public contributes to the wear of the wood. Following the guidelines for Castle Kilbride's designation, traditional woodworking sympathetic to the time period paired with modern equipment is required to ensure the museum maintains as much historical accuracy as possible.

Accoya lumber has been selected for this repair and is specially treated to have a 40 year above grade life span and an increased resistance to damage from the elements than past materials. This type of wood is highly rot-resistant and very stable across varying climates. Once the porch repairs are complete, the paint selected will be of high quality and will be resistant to the elements as well. A contingency is included in case footings under the porch require replacement.

This project is supported by external funding programs including the Rural Economic Development (RED) Fund and Museum Assistance Program.

Financial Considerations:

General Levy	\$28,792
Rural Economic Development Funding	9,750
Museum Assistance Program	31,458
TOTAL ESTIMATED PROJECT COST	\$70,000

Estimated Start and Completion Date: Q2 2022 - Q3 2022

Submitted By: Sandy Jackson, Director Parks, Facilities and Recreation Services
Tracy Loch, Director/Curator of Castle Kilbride

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services
Project: Parking Lot Repairs 121 Huron (Library)

Date: February 7, 2022

Project Description

Repair parking lot lane areas that have significant potholes and asphalt damage.

Justification

The parking lot at 121 Huron has high use for access to local businesses, riverfront, library use and is a main route for fire trucks coming and going from the fire hall.

The existing lot is in poor condition and requires resurfacing in the high use laneway areas.

Financial Considerations:

General Levy	\$50,000
TOTAL ESTIMATED PROJECT COST	\$50,000

Estimated Start and Completion Date: Q3 2022 - Q4 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services
Project: Access Hatch New Hamburg Library Roof

Date: February 7, 2022

Project Description

Construct an access hatch necessary for staff and contractors to safely climb onto the roof of the library to service HVAC equipment and inspect roof systems.

Justification

The current access to the roof requires staff to climb a ladder inside the library that is not able to be tied off. The ladder reaches a landing that requires a second ladder to reach a roof hatch to climb onto the roof.

This project proposes construction of a properly designed and secured ladder access system that is permanently installed for safe access by staff and contractors to reach the roof for equipment servicing and inspections. This project is a priority for health and safety reasons.

Financial Considerations:

General Levy	\$25,000
TOTAL ESTIMATED PROJECT COST	\$25,000

Estimated Start and Completion Date: Q1 2022 - Q2 2022

Submitted By: Sandy Jackson, Director Parks, Facilities and Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services

Date: February 7, 2022

Project: Improvements to Sir Adam Beck Park Recreational Amenities

Project Description

Improvements to Sir Adam Beck Park recreational amenities including resurfacing of the Tennis courts, installation of Pickleball lines and installation of a new basketball court with appropriate fencing and equipment in the area formerly used for the skateboarding ramps.

Justification

Sir Adam Beck Park is the main recreational park in Baden and has two softball diamonds, a large playground, two tennis courts, an asphalt pad, and a pavilion. The tennis court surface is in poor condition due to workmanship issues and failed warranty attempts when it was resurfaced several years ago and requires resurfacing for safety reasons. As the increase in popularity for Pickleball continues to grow, the painted surface would include Tennis and Pickleball lines for shared use.

The Parks, Facilities and Recreation Services Master Plan identifies Pickleball as a growth sport and recommends reviewing opportunities to add Pickleball lines to outdoor courts. This project would meet this recommendation and satisfy a community need by allowing two sports to utilize the space.

The asphalt pad beside the Tennis Courts has been used to support the portable skate park ramps; however, these ramps are in poor condition and staff are pursuing alternate long-term solutions for skateboarding. A new capital project has been included in the ten-year plan to design and construct a concrete skate park that will serve the full Township.

In place of the skate park ramps, this capital project recommends transitioning the asphalt pad into a small multipurpose pad with basketball lines, hoops and fencing with the option of exploring ball hockey use in the winter months. This space will still provide important outdoor physical activity opportunities for youth and make use of an existing asset without the need for a new multi-purpose pad at this location.

Financial Considerations:

Infrastructure Reserve Funds - Facilities	\$150,000
TOTAL ESTIMATED PROJECT COST	\$150,000

Estimated Start and Completion Date: Q2 2022 - Q3 2022

Submitted By: Sandy Jackson, Director Parks, Facilities and Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services

Date: February 7, 2022

Project: Haysville Community Centre Roof Replacement

Project Description

Replacement of the Haysville Community Centre Roof.

Justification

In 2021, the roof system over the community centre and meeting room failed and required tarping over the winter due to water leaks. A portion of the project commenced in 2021 as an emergency repair, but also includes replacement of the remaining roof systems over the preschool and storage areas which are at end of life as well. Replacing this roof will avoid further water damage to the interior of the building.

Financial Considerations:

Canada Community Building Fund	\$35,000
TOTAL ESTIMATED PROJECT COST	\$35,000

Estimated Start and Completion Date: Q4 2021 - Q2 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services

Date: February 7, 2022

Project: William Scott Park Tennis Court Fencing Replacement

Project Description

Replacement of Tennis Court Fencing at William Scott Park in New Hamburg.

Justification

The tennis court fencing at Scott Park in New Hamburg has reached end of life and has become a safety concern with fencing curling and causing trip hazards and a risk of children catching clothing, skin damage etc. from the fencing.

The court surface is in good condition; therefore, this project is strictly for the fencing surrounding the courts.

Financial Considerations:

General Levy	\$ 7,000
Infrastructure Reserve Funds – Facilities	68,000
TOTAL ESTIMATED PROJECT COST	\$75,000

Estimated Start and Completion Date: Q2 2022 - Q3 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services
Project: Norm Hill Park Playground Resurfacing

Date: February 7, 2022

Project Description

Replace existing pea stone surface with rubberized playground surface due to safety concerns and impacts of the flood plain.

Justification

The playground at Norm Hill Park is in an area that experiences flooding annually. The impact on the pea stone surface material from flooding has resulted in compacted stones that do not provide a safe landing for children using the equipment on the playground.

In 2021 staff rototilled the surface to break up the compaction, however they were unable to improve the surface enough to meet the CSA playground standards. Although other Township playgrounds have seen pea stone surfaces replaced with wood chips, due to the flooding in this area, wood chips are not a viable option due to anticipated annual washout.

The playground at the Wilmot Recreation Complex, has a rubberized surface that is extremely durable, meets CSA requirements and would not be impacted by flooding. This project will replace existing pea stone with a rubberized surface for longevity and improved safety.

Financial Considerations:

General Levy	\$ 39,162
Canada Community Building Fund	<u>63,838</u>
TOTAL ESTIMATED PROJECT COST	\$103,000

Estimated Start and Completion Date: Q2 2022 - Q3 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services
Project: St. Agatha CC Seniors Room Improvements

Date: February 7, 2022

Project Description

Replace carpet with laminate flooring, replace ceiling tiles and paint Senior's Room at St. Agatha Community Centre.

Justification

The Senior's Room at St. Agatha Community Centre is a well-used space for card games, meetings and other social gatherings during normal programming times. The existing room has stained and worn carpeting and stained ceiling tiles that this project will replace.

The improvements in this project will provide a bright, clean, new look for user groups when they return after the long Covid programming break.

Financial Considerations:

General Levy	\$15,000
TOTAL ESTIMATED PROJECT COST	\$15,000

Estimated Start and Completion Date: Q3 2022 - Q4 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

**TOWNSHIP OF WILMOT
2022 Capital Budget Request Form**

Department: Parks, Facilities & Recreation Services
Project: Repoint Bricks New Hamburg Library

Date: February 7, 2022

Project Description

Repoint bricks on exterior of New Hamburg Library, 121 Huron Street, New Hamburg.

Justification

The New Hamburg Library Building Condition Assessment identified serious mortar failure on the exterior brickwork that is of immediate concern. This project includes and requires removal and reinstallation of some of the existing bricks with new mortar. This is important structural work that is required to ensure the structural integrity of the brick and public safety.

Financial Considerations:

General Levy	\$22,500
TOTAL ESTIMATED PROJECT COST	\$22,500

Estimated Start and Completion Date: Q2 2022

Submitted By: Sandy Jackson, Director Parks, Facilities and Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services

Date: February 7, 2022

Project: Repairs to Exterior Façade New Hamburg Library Exterior

Project Description

Repair of exterior parking on Baden Library building.

Justification

In 2021, failure of a parged wall on the west exterior side of the Baden Library was identified during an inspection. This project will allow for a removal and repair of failing concrete to ensure the exterior is properly maintained.

Financial Considerations:

General Levy	\$19,000
TOTAL ESTIMATED PROJECT COST	\$19,000

Estimated Start and Completion Date: Q2 2022 - Q3 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities and Recreation Services
Project: Nith River Pathway & Bank Erosion Control

Date: February 7, 2022

Project Description

This is phase two of a project that commenced in 2021 with the design of a new walkway and features along the Nith River in Kirkpatrick Park. This phase includes construction of elements intended to improve accessibility such as a new pathway, improved erosion control of the Nith River at Kirkpatrick Park and William Scott Park and improved lighting.

Justification

This design of this project was partially funded through a Rural Economic Development Grant program and is intended to improve the pathway and erosion control along the Nith River in New Hamburg. This area experiences significant flooding several times per year, and the path has been damaged repeatedly requiring annual repairs.

Construction of a new walkway/promenade along the river, safety features such as improved accessibility, new railings, armour stone seating, a viewing/performance area, riprap along the water's edge and lighting improvements are some of the key features of this project.

PFRS and DS staff have been working with the GRCA regarding these improvements and all design aspects will be reviewed and approved by GRCA prior to implementation to ensure flood management is properly managed in the design. The goal with this project is that it continues to be a key tourist destination and favourite place for local residents to enjoy the beautiful Nith River.

The Township submitted an application for funding under the Canada Community Revitalization Fund (CCRF).

Financial Considerations:

General Levy	\$35,000
Canada Community Revitalization Fund	200,000
Trust Funds – Trails	90,000
TOTAL ESTIMATED PROJECT COST	\$325,000

Estimated Start and Completion Date: Q1 2022 - Q4 2022

Submitted By: Sandy Jackson, Director Parks, Facilities and Recreation Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Parks, Facilities & Recreation Services

Date: February 7, 2022

Project: Replace Boardwalk under Hwy 7/8 Pedestrian Bridge (Design)

Project Description

Design replacement structure for failing boardwalk under Hwy 7/8 pedestrian bridge.

Justification

The pedestrian bridge under Highway 7/8 provides access for residents to reach retail establishments and trails on the south side of the highway without crossing on the busy road. The existing bridge is a wood plank structure on pilons that has a number of planks failing which are causing trip hazards.

This area is also impacted by flooding and ice during periods of high waters in the Nith River. Staff from Public Works and Parks and Recreation worked together in 2021 to make the boardwalk safe for the interim, however a permanent, long-term solution to this high usage structure is an important safety improvement.

This project funds a design engineer to create a plan for a permanent boardwalk that will be able to withhold flood and ice impacts and provide a longer-term solution to this valued trail access point. A placeholder is included, within the 2023 budget year of the 10-Year Capital Forecast, for construction and will be adjusted next year once design engineering is complete.

Financial Considerations:

General Levy	\$15,000
TOTAL ESTIMATED PROJECT COST	\$15,000

Estimated Start and Completion Date: Q2 2022 - Q4 2022

Submitted By: Sandy Jackson, Director Parks, Facilities & Recreation Services

**TOWNSHIP OF WILMOT
2022 Capital Budget Request Form**

Department: Parks, Facilities and Recreation Services
Project: Reforestation Program

Date: February 7, 2022

Project Description

Continue to utilize funds provided by Kitchener-Wilmot Hydro to plant trees along roads and in municipal parks and boulevards.

Justification

Kitchener Wilmot Hydro provides an annual grant (\$50,000) to plant trees along rural roads and on municipal boulevards, parks and public areas. Staff will continue the spring and fall tree planting program in 2022.

Community groups such as the Let's Tree Wilmot group will be engaged by staff to collaborate on these important planting initiatives throughout the community.

Financial Considerations:

Reforestation Grant (K-W Hydro)	\$50,000
TOTAL ESTIMATED PROJECT COST	\$50,000

Estimated Start and Completion Date: Q2 2022 - Q4 2022

Submitted By: Sandy Jackson, Director Parks, Facilities and Recreation Services.

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Development Services
Project: Tree Canopy Policy

Date: February 7, 2022

Project Description

Hire a consultant to assist the Township in developing a Tree Canopy Policy for the Township of Wilmot to serve as a guideline for public and private efforts and financial investments in maintaining and increasing the Township's tree canopy over time.

Justification

The Municipal Act requires a municipality to develop a plan to protect and enhance the Township's tree canopy and natural vegetation.

The Township of Wilmot has a variety of tree related policies that span several departments including Parks, Facilities and Recreation (Township Parks), Public Works and Engineering (Boulevards) and Development Services (Private Property).

In order to ensure a seamless and integrated approach to the short-term health and long-term expansion of the tree canopy in Wilmot it is necessary to develop a comprehensive policy which will guide and direct future public and private efforts and financial investments.

Staff envision a project team with representatives from the affected departments together with a consultant who will collectively engage with the public, and groups such as Lets Tree Wilmot and NithValley Ecoboosters.

Potential funding to offset costs may be received from program's such as the Community Environmental Fund (CEF) administered by the Region of Waterloo.

Financial Considerations:

General Levy	\$25,000
Community Environmental Fund	25,000
TOTAL ESTIMATED PROJECT COST	\$50,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Harold O'Kafka, Director of Development Services

TOWNSHIP OF WILMOT
2022 Capital Budget Request Form

Department: Development Services

Date: February 7, 2022

Project: Township and Settlement Area Gateway Signage

Project Description

Developing a policy to guide the development and installation of Township and Settlement Area gateway signage and installing same.

Justification

The Township has recently developed a new corporate logo and branding initiatives are being undertaken in a number of areas including social media, print media and signage.

The most significant opportunity to incorporate the new logo into signage is on Township gateway signage at entrance points to the community, Settlement Area signage and Heritage Settlement Area signage.

In order to properly incorporate the new logo and brand, it is recommended that community consultation be undertaken to develop policies that will guide and direct those municipal signage efforts.

Following the creation of a policy updated municipal signage will be installed in accordance with the policy. A placeholder has been added to the 2023 Budget within the 10-year Capital Forecast to support signage installations if the 2022 allocation is not sufficient to cover all costs.

Financial Considerations:

General Levy	\$75,000
TOTAL ESTIMATED PROJECT COST	\$75,000

Estimated Start and Completion Date: Q2 2022 – Q4 2022

Submitted By: Harold O’Krafka, Director of Development Services



CORPORATE SERVICES

Staff Report

REPORT NO: COR 2022-006

TO: Ad Hoc Budget Advisory Committee

SUBMITTED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer

PREPARED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer
Ashton Romany CPA, Manager of Finance / Deputy Treasurer
Jamie Vincent CPA, Financial Analyst

REVIEWED BY: Sharon Chambers, Chief Administrative Officer

DATE: February 7, 2022

SUBJECT: Ten-Year Capital Forecast (2022-2031)

RECOMMENDATION:

That the 10-Year Capital Forecast, as prepared by the Director of Corporate Services / Treasurer, be endorsed in principle.

SUMMARY:

This report outlines the long-term capital plan for the Township. The forecast allows the municipality to project capital expenditures over the Ten-Year horizon, in a fiscally responsible manner.

The Ten-Year Forecast is a living document that is updated annually as part of the overall Municipal budget process.

BACKGROUND:

The Ten-Year Capital Forecast has been a component of the Township's annual budget process since 2006. In that time, the forecast has been an effective exercise in the overall infrastructure planning process. This Capital Planning Tool was further strengthened through capacity building within our Asset Management Program. Over time the AMP will be fully integrated into the Ten-

This information is available in accessible formats upon request

Year Forecast, ensuring all projects are supported through an evidence-based decision-making framework.

As mentioned previously, this is a “living document” with revisions occurring annually. These revisions are generally the result of:

- Senior government funding programs;
- Needs studies and analysis;
- Resource availability;
- Legislative requirements; and
- Inflationary adjustments

Projects are colour-coded to indicate changes from the previous iteration of the Capital Forecast (**red** indicates new projects, **green** indicates new cost estimates, **blue** indicates projects deferred or moved-ahead and **purple** indicates projects with multiple revisions).

REPORT:

Staff continually incorporate data derived through studies and master planning exercises into the Ten-Year Capital Forecast. These studies include the Strategic Plan, Fire Master Plan, Parks, Facilities and Recreation Services Master Plan, Asset Management Plan, Arts and Culture Master Plan, Trails Master Plan and Development Charges Background Study.

Strategic Plan

The Township’s Strategic Plan was updated in late 2020. This update was completed through extensive consultation with the community, staff and Council, and established several goals and strategies for Wilmot to achieve the overall mission “to evolve and grow as a community of caring people working together to build upon a sure foundation.”

The 2022 update to the 10-Year Forecast continues to include multiple initiatives of strategic significance to the Township. Further updates will occur in 2023, as the Strategic Plan is further integrated to all Township operations.

Fire Master Plan

The Township’s Fire Master Plan was approved in December of 2020. Several initiatives continue to be included throughout the 10-Year Forecast based on priority, most notably the provisions for Station Design and Construction in New Hamburg.

Fire Services apparatus scheduled for replacement over the 10-year will be difficult to finance through current fiscal capacity, in the absence of other funding mechanisms, including debt financing. Fire Services continue to review and adjust the fleet replacement strategy, and attempt to stage replacement funding requirements, to align better with the timing of tendering and delivery.

Parks/Facilities and Recreation Services Master Plan

The Parks, Facilities and Recreation Services Master Plan was approved in early 2017. Several of the projects identified within that study continue to be included throughout the 10-Year Forecast based on priority. With the completion of the Third Ice Pad Location Selection process, the updated forecast now includes a provision for the Engineering/Design and Construction.

Pending the results of the on-going conceptual design process, the budget estimate may be adjusted within the next iteration of the Ten-Year Forecast.

Asset Management Plan

The Township continues to progress forward in our Asset Management journey through the addition of Risk and Criticality Modelling, Life Cycle Strategies and Level of Service KPI's completed in 2021.

The completion of an updated Asset Management Plan for Core Infrastructure in 2022 and work towards a Fleet Replacement Strategy will be incorporated within the next iteration of the Ten-Year Capital Forecast in 2023.

Development Charges Background Study

With the recent update of the Development Charges Background Study, a significant proportion of capital financing for the Ten-Year Forecast will come from Development Charges Reserve Funds, in order to ensure that "growth pays for growth". In total, approximately \$48M of capital expenditures over the 2022-2031 horizon will be funded through development charges. The challenge with this funding strategy is that the current DC Reserve Funds are in a net deficit position.

As referenced in previous reporting, the Township has reached a point where we need to explore external debt financing options. Over the course of the next ten (10) years residential, commercial and industrial development will produce significant DC revenues, which are projected to replenish the current deficit. However, with some major capital outlays from 2022-2024, the Township will need to secure external debt financing, to maintain adequate cash-flow in the DC.

Forecast Analysis / Updates

Senior Government Funding Allocations

The Federal Gas Tax program underwent a re-branding in 2021, and is now referred to as the Canada Community Building Fund (CCBF). The CCBF and the Ontario Community Infrastructure Fund (OCIF) provide steady and predictable funding, whereas application-based programs can present unpredictable results.

Through joint delegations at ROMA and AMO, area Townships continue to express the need for stable, reliable and predictable funding towards infrastructure. The combination of funding anticipated from CCBF and OCIF is \$17.1 million throughout the 10-year forecast; more than 14% of total capital funding. Staff cannot stress enough the criticality of continued communication with Provincial and Federal representatives to ensure infrastructure funding remains a key component of long-term Asset Management Planning.

From an application-based funding perspective, the Township was successful, under Intake 3 of the Investing in Canadian Infrastructure Program, in obtaining funding towards the underground infrastructure along Snyder's Road (Christian Street – Gingerich Road). Through the ICIP Green Infrastructure Stream, the Township is expected to receive up to \$2.95M in funding towards this large-scale infrastructure project.

Other application-based funding from Senior levels of Government include: the Municipal Modernization Program (MMP), the Community Support, Multiculturalism and Anti-Racism Initiative (CSMARI), the Canada Community Revitalization Fund (CCRF), the Community Environmental Fund (CEF), the Rural Economic Development (RED) fund, and the Museum Assistance Program (MAP). Combined these various application-based funding programs, if successful, will generate over \$400,000 in funding over the 2022 and 2023 fiscal years.

Levy Funded Debt Financing Analysis

From a staff perspective, debt utilization as a source of funding can be an effective tool if managed appropriately and geared towards critical infrastructure initiatives.

The updated forecast has identified levy funded debt requirements for the replacement of Fire Services Fleet, the construction of Station 3 (New Hamburg), renovations to Station 2 (New Dundee), Road and Bridge Infrastructure, as well as the construction of a third Ice Pad. The total levy funded debt requirement across the Ten-Year forecast is \$13.4M, with the majority associated with the construction of a third ice pad in 2023.

Staff will undertake a debt management strategy exercise in 2022, and continue to seek senior government funding programs to limit the requirement to issue debt for these projects and initiatives.

Annual Requirements Shift to Operating Budget

Throughout the review of the proposed 10-Year Capital Forecast staff identified a number of initiatives that would benefit from a longer-term commitment under the annual operating budget. As such these projects, previously included within the Capital Forecast will now fall under the annual operating budgets. These projects included Sidewalk Repairs / Replacement, Traffic Counts, and Gravel Crushing.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with all four goal areas, and several of the corresponding strategies within the Township Strategic Plan.

The Ten Year Capital forecast includes a wide variety of projects and initiatives over the next several years to help ensure we remain an engaged community, who enjoy our quality of life, have a prosperous economy and protect our natural environment.

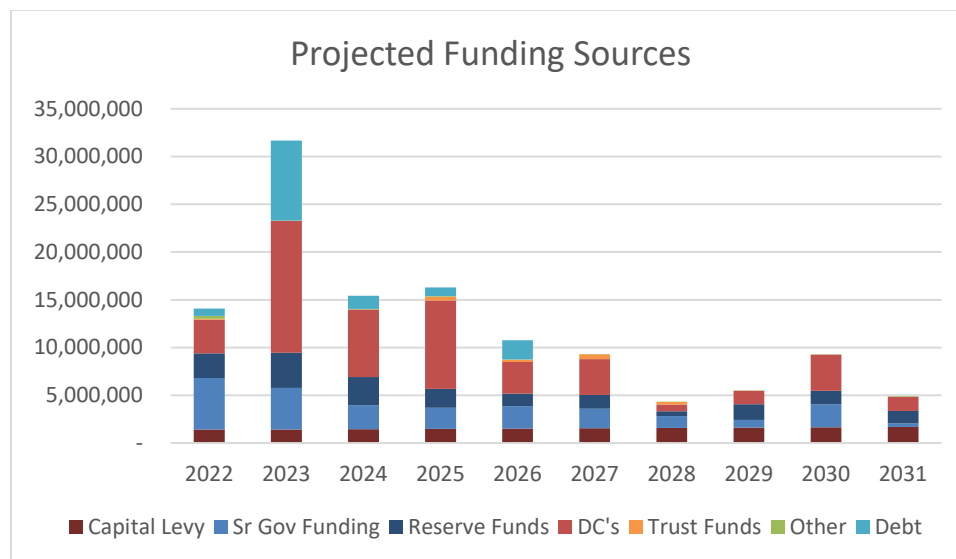
ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS

This report is aligned with several of the UN Sustainable Development Goals:

- Goal 3 – Good Health and Well-Being
- Goal 6 – Clean Water and Sanitation
- Goal 7 – Affordable and Clean Energy
- Goal 8 – Decent Work and Economic Growth
- Goal 9 – Industry, Innovation and Infrastructure
- Goal 11 – Sustainable Cities and Communities
- Goal 16 – Peace, Justice and Strong Institutions

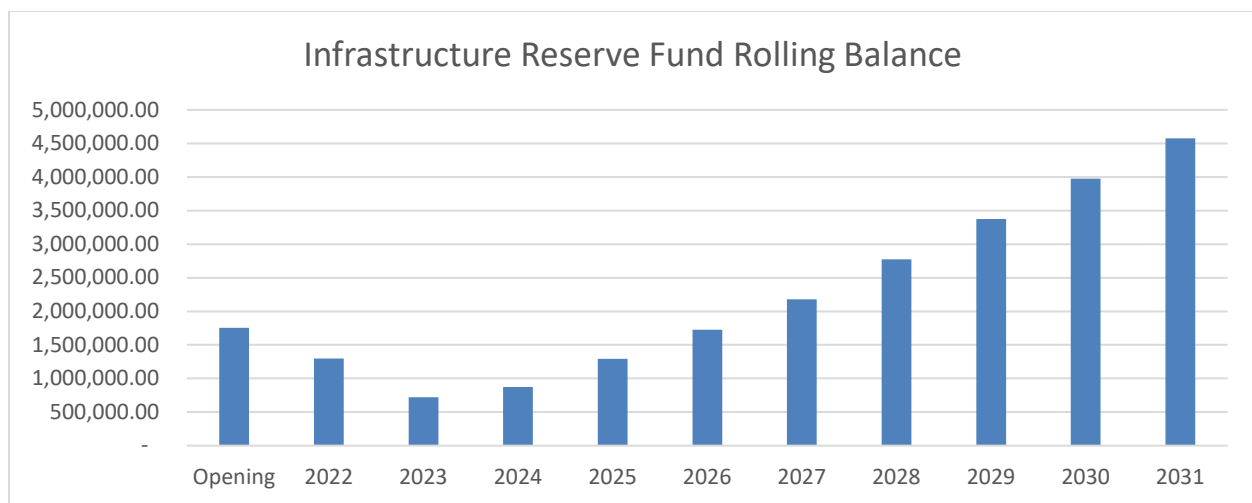
FINANCIAL CONSIDERATIONS:

The Ten-Year Capital Forecast is contingent upon a variety of funding sources. Staff annually update the sources of funding as new grants become available, donation commitments are established and/or senior government program announcements (i.e. ICIP – Green Stream) are released. The graphic below outlines the annual mix of funding sources required to make the capital program achievable over the long-term.



In order to maintain the inflationary adjustments to the capital levy (maroon) and ensure sufficient Infrastructure Reserve Funds (dark blue), the long-term sustainability of the Township's Capital Program is contingent upon external Senior Government Funding, Development Charges Funding and external debt financing. Levy-funded debt financing will begin in fiscal 2022, and is projected at \$13.4M over the 10-year forecast. The anticipated projects requiring debt financing were noted in detail above.

Staff will continue to monitor capital needs over the near term to limit the amount of debt that is issued across levy funded service areas (Fire Services, Transportation Services, Parks, Facilities and Recreation Services). The issuance of debt from a staff perspective should be limited to growth related and user pay areas, where possible, and only applied for the levy funded areas when critical in nature. Debt servicing costs limit on levy operations limit the ability to adapt to increases in service level expectations and requirements over the long-term.



The graphic above displays the forecasted ending balance within Infrastructure Reserve Funds (Equipment, Transportation and Facilities) over the 10-year horizon. The allocations to capital over the course of the 10-year horizon, when offset with budgeted transfers to reserves funds, from the current dedicated infrastructure levy will result in a minimum balance of \$720,000 in 2023 prior to returning to stronger positions in the back half of the program. The 2020 version of the 10-Year forecast had this balance dipping into a deficit position by 2024; however, Council's commitment and public support for the continuation of a dedicated infrastructure levy will help solidify the sustainability of the long-term capital financing strategy.

A strong Infrastructure Reserve Fund balance will limit the requirement to debt finance projects over the long-term and minimize the Township's reliance upon unpredictable Senior Government Funding programs.

ATTACHMENTS:

- 10-Year Capital Forecast
- Road Surfacing Maps

WILMOT TOWNSHIP - 10 YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
TOTAL CAPITAL EXPENDITURES <i>(from Capital Expenditures Summary)</i>	\$ 121,624,980	\$ 14,095,000	\$ 31,686,250	\$ 15,427,900	\$ 16,289,750	\$ 10,749,600	\$ 9,330,000	\$ 4,334,900	\$ 5,512,450	\$ 9,306,830	\$ 4,892,300
Senior/Other Government Funding:											
Canada Community Building Fund (CCBF)	5,624,914	651,588	679,918	679,918	679,918	679,918	679,918	679,918	329,918	181,900	382,000
Ontario Community Infrastructure Fund (OCIF)	11,511,638	1,369,023	1,369,023	1,369,023	1,369,023	1,369,023	1,369,023	569,000	489,000	2,239,500	-
Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA)	112,761	112,761	-	-	-	-	-	-	-	-	-
Municipal Modernization Funding	62,500	62,500	-	-	-	-	-	-	-	-	-
Investing in Canada Infrastructure Program (ICIP) - Rural / Northern	2,947,799	1,863,009	1,084,790	-	-	-	-	-	-	-	-
Investing in Canada Infrastructure Program (ICIP) - Green	1,548,700	617,550	931,150	-	-	-	-	-	-	-	-
Community Support, Multiculturalism and Anti-Racism (CSMARI)	75,000	37,500	37,500	-	-	-	-	-	-	-	-
Canada Community Revitalization Fund (CCRF)	200,000	200,000	-	-	-	-	-	-	-	-	-
Community Environmental Fund (CEF)	25,000	25,000	-	-	-	-	-	-	-	-	-
Rural Economic Development Fund (RED)	9,750	9,750	-	-	-	-	-	-	-	-	-
Museum Assistance Program	31,458	31,458	-	-	-	-	-	-	-	-	-
Ministry of Transportation (MTO)	93,635	93,635	-	-	-	-	-	-	-	-	-
Region of Waterloo	1,050,388	336,388	252,000	462,000	-	-	-	-	-	-	-
City of Waterloo	150,000	-	-	-	-	150,000	-	-	-	-	-
Township of Blandford Blenheim	308,445	12,500	-	-	163,695	132,250	-	-	-	-	-
Total - Senior/Other Government Funding	23,751,988	5,422,662	4,354,381	2,510,941	2,212,636	2,331,191	2,048,941	1,248,918	818,918	2,421,400	382,000
Development Charges:											
Administration	454,200	67,000	141,900	101,000	-	32,400	-	13,500	66,000	-	32,400
Fire Services	4,050,000	51,000	43,000	-	28,000	1,950,000	1,950,000	-	-	28,000	-
Public Works	13,787,243	921,860	2,717,550	912,390	524,795	536,150	1,442,833	293,390	1,320,745	3,743,957	1,373,573
Water	2,426,350	61,250	200,000	1,625,100	375,000	165,000	-	-	-	-	-
Sanitary	11,870,816	1,800,250	4,920,410	3,466,943	1,182,213	351,000	75,000	-	-	-	75,000
Recreational Facilities	15,506,200	616,750	5,780,500	963,200	7,152,750	304,500	300,000	388,500	-	-	-
Total - Development Charges	48,094,809	3,518,110	13,803,360	7,068,633	9,262,758	3,339,050	3,767,833	695,390	1,386,745	3,771,957	1,480,973
Other Funding											
Kitchener Wilmot Hydro Grant	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Community Donations	41,000	41,000	-	-	-	-	-	-	-	-	-
Contributions from Landowners	204,821	204,821	-	-	-	-	-	-	-	-	-
Total - Other Funding	745,821	295,821	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Trust Funds											
Cemetery Care & Maintenance Trust Fund	275,000	-	-	-	-	-	275,000	-	-	-	-
Wilmot Trails Trust Fund	90,000	90,000	-	-	-	-	-	-	-	-	-
Unfunded Active Transportation Initiatives	1,082,000	-	-	-	420,000	203,000	200,000	259,000	-	-	-
Total - Trust Funds	1,447,000	90,000	-	-	420,000	203,000	475,000	259,000	-	-	-
Reserves, Reserve Funds:											
Infrastructure Reserve Fund - Water	5,277,200	499,000	349,500	324,325	350,525	442,000	673,750	209,100	785,000	1,019,000	625,000
Infrastructure Reserve Fund - Sanitary	10,024,034	1,004,950	2,024,740	2,184,082	1,290,787	670,000	617,000	292,900	860,000	401,325	678,250
Infrastructure Reserve Fund - Facilities	1,059,500	353,000	391,500	149,000	60,000	56,000	50,000	-	-	-	-
Infrastructure Reserve Fund - Equipment	1,059,500	353,000	391,500	149,000	60,000	56,000	50,000	-	-	-	-
Infrastructure Reserve Fund - Transportation	1,059,500	353,000	391,500	149,000	60,000	56,000	50,000	-	-	-	-
Building Services Reserve Funds	82,500	12,500	-	-	35,000	35,000	-	-	-	-	-
Infrastructure Reserve Fund - Cemetery	225,000	-	125,000	-	100,000	-	-	-	-	-	-
Total - Reserves, Reserve Funds	18,787,234	2,575,450	3,673,740	2,955,407	1,956,312	1,315,000	1,440,750	502,000	1,645,000	1,420,325	1,303,250
Total Funding	92,826,852	11,902,043	21,881,481	12,584,981	13,901,706	7,238,241	7,782,524	2,755,308	3,900,663	7,663,682	3,216,223
Levy Funded Debentures	13,440,450	790,750	8,373,750	1,382,950	900,000	1,993,000	-	-	-	-	-
Balance of Capital - from General Levy	15,357,678	1,402,207	1,431,019	1,459,969	1,488,044	1,518,359	1,547,476	1,579,592	1,611,787	1,643,148	1,676,077

WILMOT TOWNSHIP - 10 YEAR CAPITAL EXPENDITURE SUMMARY

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	9 2027	7 2028	8 2029	9 2030	10 2031
Office of the Chief Administrative Officer											
Office of the Chief Administrative Officer	305,000	140,000	65,000	30,000	-	20,000	-	-	50,000	-	-
Total Office of the Chief Administrative Officer	305,000	140,000	65,000	30,000	-	20,000	-	-	50,000	-	-
Information and Legislative Services											
Information and Legislative Services	40,000	-	-	-	-	-	-	40,000	-	-	-
Total Information and Legislative Services	40,000	-	-	-	-	-	-	40,000	-	-	-
Corporate Services											
Corporate Services	1,639,500	452,500	441,000	51,500	83,000	53,000	70,000	141,000	251,500	58,000	38,000
Total Corporate Services	1,639,500	452,500	441,000	51,500	83,000	53,000	70,000	141,000	251,500	58,000	38,000
Fire Services:											
Studies	135,000	-	15,000	-	35,000	-	-	-	-	85,000	-
Fire Facilities	5,436,000	166,000	220,000	-	-	2,500,000	2,500,000	50,000	-	-	-
Fire Vehicles	6,188,750	136,250	1,301,250	651,250	950,000	1,450,000	800,000	-	-	900,000	-
Other Fire Equipment	690,000	285,000	145,000	40,000	-	-	-	220,000	-	-	-
Total Fire Services	12,449,750	587,250	1,681,250	691,250	985,000	3,950,000	3,300,000	270,000	-	985,000	-
Public Works/Engineering:											
Roads Facilities	1,257,400	37,500	25,000	464,000	240,000	-	126,000	200,000	67,000	97,900	-
Water/Sanitary Facilities	1,424,000	82,500	30,000	1,116,500	-	19,000	11,000	20,000	-	145,000	-
Roads Vehicles & Equipment	3,461,000	255,000	640,000	660,000	60,000	325,000	485,000	-	360,000	126,000	550,000
Water/Sanitary Vehicles & Equipment	1,126,000	50,000	580,000	60,000	85,000	205,000	-	36,000	25,000	85,000	-
Studies	1,254,000	229,000	265,000	200,000	-	345,000	75,000	65,000	-	-	75,000
Engineering & Reconstruction (incl. Underground)	33,170,640	3,462,500	6,522,000	1,922,000	2,260,210	3,290,000	3,381,700	1,385,000	3,946,000	3,681,930	3,319,300
Water / Sanitary Network	15,369,500	1,775,000	4,854,000	6,046,750	2,378,750	315,000	-	-	-	-	-
Storm Water Management Facilities	1,285,000	-	95,000	500,000	-	-	95,000	500,000	-	95,000	-
Municipal Drains	524,900	524,900	-	-	-	-	-	-	-	-	-
Hot Mix Paving Program	5,849,800	169,400	322,700	158,600	233,900	138,000	155,900	377,500	235,800	3,558,000	500,000
Surface Treatment Program	3,314,640	398,000	340,000	139,300	327,390	264,500	630,400	372,900	242,150	300,000	300,000
Structures	7,557,500	3,295,700	1,861,800	1,190,000	1,210,000	-	-	-	-	-	-
Total Public Works General	75,594,380	10,279,500	15,535,500	12,457,150	6,795,250	4,901,500	4,960,000	2,956,400	4,875,950	8,088,830	4,744,300
Parks, Facilities and Recreation Services:											
Studies	75,000	-	75,000	-	-	-	-	-	-	-	-
Vehicles and Equipment	807,000	50,000	56,000	256,000	145,000	40,000	-	100,000	160,000	-	-
Facilities (General)	6,703,000	228,000	25,000	450,000	6,000,000	-	-	-	-	-	-
Wilmot Recreation Complex	14,394,250	946,250	12,538,000	320,000	100,000	120,000	100,000	60,000	85,000	125,000	-
New Hamburg Arena & CC	1,426,000	32,000	215,000	242,500	86,500	850,000	-	-	-	-	-
Township Facilities	615,000	445,000	100,000	30,000	20,000	-	-	20,000	-	-	-
Parks and Community Centres	2,214,100	378,000	543,500	200,000	840,000	152,600	75,000	25,000	-	-	-
Libraries	385,500	41,500	-	344,000	-	-	-	-	-	-	-
Trails and Active Transportation	3,305,500	340,000	50,000	210,500	1,050,000	507,500	500,000	647,500	-	-	-
Reforestation	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Riverside Cemetery	500,000	-	125,000	-	100,000	-	275,000	-	-	-	-
Total Recreation and Facilities	30,925,350	2,510,750	13,777,500	2,103,000	8,391,500	1,720,100	1,000,000	902,500	295,000	175,000	50,000
Castle Kilbride/ Heritage Wilmot											
Castle Kilbride	90,000	-	10,000	30,000	-	10,000	-	-	40,000	-	-
Heritage Wilmot	30,000	-	-	30,000	-	-	-	-	-	-	-
Archives	16,000	-	16,000	-	-	-	-	-	-	-	-
Total Castle Kilbride/Heritage Wilmot	136,000	-	26,000	60,000	-	10,000	-	-	40,000	-	-
Development Services:											
Planning	280,000	50,000	85,000	-	-	60,000	-	25,000	-	-	60,000
Building	105,000	-	-	35,000	35,000	35,000	-	-	-	-	-
Economic Development	150,000	75,000	75,000	-	-	-	-	-	-	-	-
Total Development Services	535,000	125,000	160,000	35,000	35,000	95,000	-	25,000	-	-	60,000
Total Capital Expenditures	\$ 121,624,980	\$ 14,095,000	\$ 31,686,250	\$ 15,427,900	\$ 16,289,750	\$ 10,749,600	\$ 9,330,000	\$ 4,334,900	\$ 5,512,450	\$ 9,306,830	\$ 4,892,300

GENERAL GOVERNMENT - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Office of the Chief Administrative Officer:											
Comprehensive Corporate Communications Strategy	30,000	30,000									
Organizational Structural Review	65,000	65,000									
Prime Ministers Path Consultation (Phase II and Phase III)	90,000	45,000	45,000								
Corporate Branding Implementation	60,000		20,000			20,000			20,000		
Strategic Plan Update*	60,000			30,000					30,000		
Total - Office of the Chief Administrative Officer:	305,000	140,000	65,000	30,000	-	20,000	-	-	50,000	-	-
Information and Legislative Services:											
2018 Bylaw Enforcement Vehicle (101-08) (CO ₂ L)	40,000							40,000			
Total - Information and Legislative Services:	40,000	-	-	-	-	-	-	40,000	-	-	-
Corporate Services:											
Studies											
Debt Management and Reserve Fund Strategy*	30,000	30,000									
IT Master Plan	35,000	35,000									
Development Charges Background Study*	57,000			28,500					28,500		
	122,000	65,000	-	28,500	-	-	-	-	28,500	-	-
IT Services, Machinery & Equipment											
Annual Hardware, Software & Network Infrastructure Upgrades	550,000	85,000	91,000	23,000	58,000	38,000	45,000	91,000	23,000	58,000	38,000
e-Permit Software Upgrade (DS)	12,500	12,500									
Corporate Security Program (PFRS)	325,000	200,000	75,000					50,000			
SharePoint Implementation (COR)	50,000	50,000									
New Corporate Services Electric Vehicle* (CO ₂ L)	40,000	40,000									
Municipal Accounting System/Software (COR)	100,000		100,000								
Municipal Facility Connectivity Upgrades (PFRS)	150,000		150,000								
GPS/AVL System Upgrades	50,000		25,000				25,000				
Corporate Phone System Replacement (COR)	75,000				25,000				50,000		
Replace SCADA (PWE)	150,000								150,000		
Mobile Data Terminals (FD)	15,000					15,000					
	1,517,500	387,500	441,000	23,000	83,000	53,000	70,000	141,000	223,000	58,000	38,000
Total - Corporate Services	1,639,500	452,500	441,000	51,500	83,000	53,000	70,000	141,000	251,500	58,000	38,000
Total - General Government	1,984,500	592,500	506,000	81,500	83,000	73,000	70,000	181,000	301,500	58,000	38,000

CAPITAL FUNDING SOURCES:

Senior/Other Government Funding:											
Municipal Modernization Funding - Intake 2	32,500	32,500	-	-	-	-	-	-	-	-	-
Municipal Modernization Funding - Intake 3	30,000	30,000	-	-	-	-	-	-	-	-	-
Community Support, Multiculturalism and Anti-Racism Initiative	75,000	37,500	37,500	-	-	-	-	-	-	-	-
Total - Senior/Other Government Funding	137,500	100,000	37,500	-	-	-	-	-	-	-	-

DC Funding:											
Debt Management and Investment Strategy	27,000	27,000	-	-	-	-	-	-	-	-	-
New Corporate Services Vehicle	40,000	40,000	-	-	-	-	-	-	-	-	-
Development Charges Background Study	57,000	-	-	28,500	-	-	-	-	28,500	-	-
Strategic Plan	27,000	-	-	13,500	-	-	-	-	13,500	-	-
Total - DC Funding	151,000	67,000	-	42,000	-	-	-	-	42,000	-	-

Reserve Funds											
Infrastructure Reserve Fund - Water	25,000	-	25,000	-	-	-	-	-	-	-	-
Infrastructure Reserve Fund - Wastewater	175,000	-	25,000	-	-	-	-	-	150,000	-	-
Building Services Reserve Fund	12,500	12,500	-	-	-	-	-	-	-	-	-
Total - Reserve Funds	212,500	12,500	50,000	-	-	-	-	-	150,000	-	-

Balance - to be funded from General Tax Levy	1,483,500	413,000	418,500	39,500	83,000	73,000	70,000	181,000	109,500	58,000	38,000
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FIRE SERVICES - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Studies											
Fire Station Operations/Maintenance Plan*	15,000		15,000								
Community Risk Assessment (O Reg 378/18)*	70,000				35,000					35,000	
Fire Master Plan*	50,000									50,000	
Total - Studies	135,000	-	15,000	-	35,000	-	-	-	-	85,000	-
Facilities:											
Station 1 (Baden)											
Exterior Window Replacements (CO ₂)	15,000	15,000									
Office and Meeting Room Furniture	11,000	11,000									
Asphalt Parking Lot Replacement Additional Funds	30,000	30,000									
Station Replacement Design and Engineering*	50,000							50,000			
	106,000	56,000	-	-	-	-	-	50,000	-	-	-
Station 2 (New Dundee)											
Asphalt Parking Lot Replacement Additional Funds	30,000	30,000									
Station Renovations and Upgrades*	230,000	30,000	200,000								
Backup EOC Furnishings and Equipment	20,000		20,000								
	280,000	60,000	220,000	-	-	-	-	-	-	-	-
Station 3 (New Hamburg)											
Fire Station Site Selection, Conceptual Design*	50,000	50,000									
Station Design and Construction*	5,000,000					2,500,000	2,500,000				
	5,050,000	50,000	-	-	-	2,500,000	2,500,000	-	-	-	-
Total - Facilities	5,436,000	166,000	220,000	-	-	2,500,000	2,500,000	50,000	-	-	-
Vehicles:											
Station 1 Fire Apparatus											
Station 1 Rescue 617 Additional Funds	136,250	136,250									
Station 1 Tanker 616	650,000		650,000								
Station 1 Tanker 615	650,000					650,000					
Station 2 Fire Apparatus											
Station 2 Rescue 627	651,250			651,250							
Station 2 Pump 621	900,000				900,000						
Station 3 Fire Apparatus											
Station 3 Rescue 637	651,250		651,250								
Station 3 Aerial 639*	1,600,000					800,000	800,000				
Station 3 Pump 631	900,000									900,000	
Fire Administration Vehicles											
Fire Admin Truck 3	50,000				50,000						
Total - Vehicles	6,188,750	136,250	1,301,250	651,250	950,000	1,450,000	800,000	-	-	900,000	-
Machinery & Equipment:											
SCBA Replacement /Upgrades	290,000	145,000	145,000								
Equipment - Hose, Appliances, Master Stream	80,000	80,000									
All Terrain Side by Side with Trailer	60,000	60,000									
Coveralls and Safety Boots	40,000			40,000							
Automated External Defibrillators (AED's)	20,000							20,000			
Auto-Extrication Equipment	200,000							200,000			
Total - Other Equipment	690,000	285,000	145,000	40,000	-	-	-	220,000	-	-	-
Total - Fire	12,449,750	587,250	1,681,250	691,250	985,000	3,950,000	3,300,000	270,000	-	985,000	-

FIRE SERVICES - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year	1	2	3	4	5	6	7	8	9	10	
Calendar Year	Total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
CAPITAL FUNDING SOURCES:											
Senior/Other Government Funding:											
Ontario Community Infrastructure Fund	300,000	-	-	-	-	-	300,000	-	-	-	-
Community Donations	41,000	41,000	-	-	-	-	-	-	-	-	-
	341,000	41,000	-	-	-	-	300,000	-	-	-	-
DC Funding:											
Fire Station 3 Site Selection, Conceptual Design	45,000	45,000	-	-	-	-	-	-	-	-	-
Fire Station 2 - Renovations	46,000	6,000	40,000	-	-	-	-	-	-	-	-
Fire Station Operations/Maintenance Plan	3,000	-	3,000	-	-	-	-	-	-	-	-
Community Risk Assessment (O Reg 378/18)	56,000	-	-	-	28,000	-	-	-	-	28,000	-
Fire Station 3 Construction	3,500,000	-	-	-	-	1,750,000	1,750,000	-	-	-	-
Fire Station 3 - Aerial 639	400,000	-	-	-	-	200,000	200,000	-	-	-	-
Fire Master Plan	40,000	-	-	-	-	-	-	-	-	40,000	-
Total - DC Funding	4,050,000	51,000	43,000	-	28,000	1,950,000	1,950,000	-	-	28,000	-
Reserve Funds											
Infrastructure Reserve Fund - Facilities	50,000	-	-	-	-	-	50,000	-	-	-	-
Infrastructure Reserve Fund - Equipment	519,500	353,000	66,500	-	50,000	-	50,000	-	-	-	-
Total - Reserve Funds	569,500	353,000	66,500	-	50,000	-	100,000	-	-	-	-
Long Term Debenture Issuance											
Station 3 - Rescue 637	651,250	-	651,250	-	-	-	-	-	-	-	-
Station 1 - Tanker 616	650,000	-	650,000	-	-	-	-	-	-	-	-
Station 2 - Renovations and Upgrades	160,000	-	160,000	-	-	-	-	-	-	-	-
Station 2 - Rescue 627	651,250	-	-	651,250	-	-	-	-	-	-	-
Station 2 - Pump 621	900,000	-	-	-	900,000	-	-	-	-	-	-
Station 3 - Design and Construction	750,000	-	-	-	-	750,000	-	-	-	-	-
Station 3 - Aerial 639	600,000	-	-	-	-	600,000	-	-	-	-	-
Total - Reserve Funds	4,362,500	-	1,461,250	651,250	900,000	1,350,000	-	-	-	-	-
Balance - to be funded from General Tax Levy	3,126,750	142,250	110,500	40,000	7,000	650,000	950,000	270,000	-	957,000	-

PUBLIC WORKS - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Facilities:											
Roads - Facilities:											
Public Works Facility Needs Study*	12,500	12,500									
Salt Dome Repairs	280,000	25,000	25,000		185,000				45,000		
Provision for Facility Improvements*	439,000			439,000							
Site Entrance Security - Fencing	25,000			25,000							
Public Works Garage Repairs (North)	381,000				55,000		126,000	200,000			
Public Works Operation Centre Repairs	119,900								22,000	97,900	
Total Roads Facilities	1,257,400	37,500	25,000	464,000	240,000	-	126,000	200,000	67,000	97,900	-
Water/Sanitary - Facilities:											
Public Works Facility Needs Study*	12,500	12,500									
Lift Station 3 (Marvin Street) - Needs study and Pump Replacement	25,000	25,000									
Lift Station 2 (Milton Street) - Capacity Review and Electrical Systems	45,000	45,000									
Lift Station Operations / Maintenance Plan*	30,000		30,000								
Provision for Public Works Facility Improvements*	878,000			878,000							
Public Works Garage Repairs (South)	383,500			238,500						145,000	
Lift Station 1 (Waterloo Street) - Replace Lift Pumps	19,000				19,000						
Lift Station 4 (Charlotta Street) - Replace Lift Pumps	11,000						11,000				
Lift Station 2 (Milton Street) - Replace Lift Pumps	20,000							20,000			
Total Water/Sanitary Facilities	1,424,000	82,500	30,000	1,116,500	-	19,000	11,000	20,000	-	145,000	-
Vehicles & Equipment:											
Roads - Vehicles & Equipment:											
Replace 2009 Service Vehicle (311-10)	85,000	85,000									
Sweeper and Trimming Attachment *	45,000	45,000									
Trackless Clearing Unit *	125,000	125,000									
Single Axle Dump *	275,000		275,000								
Replace 2013 Tandem Axle Dump (308-14)	325,000		325,000								
Replace Brush Chipper	40,000		40,000								
Replace 2008 Grader (G9)	325,000			325,000							
Replace Stake Truck (309-14)	60,000			60,000							
Replace 2015 Single Axle Dump (306-15)	275,000			275,000							
Replace Radar Speed Display Signs	40,000				20,000					20,000	
Replace 2015 4x4 Pickup (310-15)	40,000				40,000						
Replace 2016 Tandem Axle Dump (302-17)	325,000					325,000					
Replace 2016 Single Axle Dump (301-17)	275,000						275,000				
Tailgate Asphalt Spreader *	85,000						85,000				
Lot Clearing Unit *	125,000						125,000				
Replace 2019 Tandem Axle Dump (305-19)	325,000							325,000			
Replace 2019 Engineering Pickup (320-19)	35,000							35,000			
Stripe/Stall/Template Painter Unit and Trailer	26,000									26,000	
Replace 2020 Medium Duty Pickup c/w Plow and Salter (304-21)	80,000									80,000	
Replace 2020 Single Axle Dump (303-21)	275,000										275,000
Replace 2021 Single Axle Dump (307-22)	275,000										275,000
Total Roads Vehicles & Equipment	3,461,000	255,000	640,000	660,000	60,000	325,000	485,000	-	360,000	126,000	550,000

PUBLIC WORKS - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Water & Sanitary - Vehicles & Equipment:											
Locate Equipment and Vehicle (New)*	50,000	50,000									
Replace Flusher/Vacuum Truck (401-08)*	580,000		580,000								
Replace 2013 Stake Truck (404-14)	60,000			60,000							
Replace 2014 Service Truck (405-15)	85,000				85,000						
Light Duty Dump Truck (New) *	165,000					165,000					
Replace 2016 3/4 Ton Pickup Truck (406-16)	40,000					40,000					
Replace Large Plate Tamper	14,000							14,000			
Replace Portable Diesel Air Compressor c/w Air Breakers	22,000							22,000			
Replace Trench Box Unit	25,000								25,000		
Replace 2020 Service Vehicle (402-20)	85,000									85,000	
Total Water & Sanitary Vehicles & Equipment	1,126,000	50,000	580,000	60,000	85,000	205,000	-	36,000	25,000	85,000	-
Public Works - Studies:											
Baden/New Hamburg Sanitary Growth Staging Study*	225,000	75,000					75,000				75,000
Infrastructure Standards and Specification Documentation*	95,000	50,000				45,000					
Hamilton Rd Pedestrian Crossing Review and Pavement Markings*	104,000	104,000									
Infrastructure Master Plan (Phase III-IV)*	400,000		200,000	200,000							
Road Condition Survey and Needs Study*	130,000		65,000					65,000			
Willmot Line Environmental Assessment	300,000					300,000					
Total - Studies	1,254,000	229,000	265,000	200,000	-	345,000	75,000	65,000	-	-	75,000
Engineering and Reconstruction c/w Underground:											
Snyder's Road Reconstruction (Christian St - Gingerich Rd)*	3,373,000	1,345,000	2,028,000								
Victoria Street (Hwy #7&8-Boulee St.)	2,402,500	195,500	2,207,000								
Boulee Street (Hamilton Road-Victoria Street)	2,318,000	396,000		1,922,000							
Greenwood Drive Reconstruction	800,000	800,000									
Casselholme Crescent Watermain and Road Construction	726,000	726,000									
Employment Lands Collector Road (Remaining Cost)*	1,732,000		1,732,000								
Webster Street (Waterloo St.-Victoria Street)	2,210,000		190,000		2,020,000						
Victoria Street (Webster St. - Waterloo St.)	2,210,000		190,000			2,020,000					
Louisa Street (Local to collector)*	2,642,310				240,210		2,402,100				
Stone Street (Huron Street-End)	1,281,500		116,500			1,165,000					
Centennial Cres. (Huron-End)	643,500		58,500				585,000				
Boulee Street (Peel Street-Jacob St.)	577,500					52,500		525,000			
Seyler Street (Peel Street-Jacob St.)	577,500					52,500		525,000			
Charlotta Street (Local to collector)*	3,108,600						282,600		2,826,000		
Peel Street (Seyler Street-Boulee St.)	1,232,000						112,000		1,120,000		
Shade Street (Waterloo St.-Perth Street)	3,685,000							335,000		3,350,000	
Beck Street (Foundry to End)*	1,709,730									155,430	1,554,300
Hincks Street Reconstruction (Local to collector)*	1,941,500									176,500	1,765,000
Total - Engineering/Reconstruction	33,170,640	3,462,500	6,522,000	1,922,000	2,260,210	3,290,000	3,381,700	1,385,000	3,946,000	3,681,930	3,319,300
Watermain / Sanitary Sewer Network:											
Sanitary Sewer Inflow and Infiltration Program Consultant	200,000	200,000									
Baden Trunk Sanitary Sewer EA and Construction*	3,690,000	1,500,000	2,190,000								
Trunk Sewer Flow Monitoring Improvements (Foundry/Snyders/Waterloo)*	375,000	75,000	150,000	150,000							
Morningside Trunk Sanitary Sewer - Hwy 7&8 Crossing*	979,000										
Trunk Sewer Deep Installation*	615,000		300,000			315,000					
Sanitary Sewer Casing Pipe at Railway Crossing*	1,235,000		1,235,000								
Watermain Casing Pipe at Railway Crossing*	1,230,000			1,230,000							
Morningside Trunk Sanitary Sewer*	4,007,500			2,003,750	2,003,750						
Foundry Street Trunk Sanitary Sewer*	434,000										
Forest Glen Pumping Station*	1,936,000			1,936,000							
Forest Glen Forcemain*	293,000			293,000							
Provision for Watermain Looping*	375,000				375,000						
Total - Watermain / Sanitary Sewer Network	15,369,500	1,775,000	4,854,000	6,046,750	2,378,750	315,000	-	-	-	-	-

PUBLIC WORKS - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year		1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Storm Water Management:											
Provision for SWM Facility Maintenance and Restoration Program		1,285,000	95,000	500,000			95,000	500,000		95,000	
Total - Storm Water Management Facilities		1,285,000	-	95,000	500,000	-	-	95,000	500,000	-	95,000
Municipal Drains:											
Snyder Agcom Drain		524,900	524,900								
Total - Municipal Drains		524,900	524,900	-	-	-	-	-	-	-	-
Roads - Hot Mix Paving Program:											
Bergey Court (Bleams Rd-End)	U	146,300	146,300								
Huron Place (Huron Rd-End)	U	11,100	11,100								
Nelson Street (Waterloo St-End)	U	12,000	12,000								
Sandhills Road (Erb's Rd-Snyder's Rd)	R	322,700	322,700								
Huron Road (Puddicombe Road to Tye Road)	R	158,600		158,600							
Alice Crescent (Redford Dr-Deerfield Ave)	U	125,400			125,400						
Deerfield Avenue (Notre Dame-End)	U	72,800			72,800						
Redford Drive (End-End)	U	35,700			35,700						
Alderview Drive (Main St-Bechtel Ave)	U	39,800				39,800					
Bechtel Ave (Main St-End)	U	40,500				40,500					
Main Street (Alderview Dr-Mill St)	U	57,700				57,700					
Bleams Road West (Fairview St-End)	U	21,500					21,500				
Bleams Road West (Wilmot St to Fairview St)	U	20,800					20,800				
Victoria Street (George St to Webster St)	U	31,400					31,400				
Victoria Street (Park Place to George St)	U	28,300					28,300				
Victoria Street (Waterloo St to Park Place)	U	44,700					44,700				
Victoria Street (Waterloo St to End)	U	9,200					9,200				
Beck Street (Mill St-Foundry St)	U	36,000						36,000			
Heritage Drive (End-Bleams Rd E)	U	86,400						86,400			
Queen Street (Charles St-St George St)	U	29,300						29,300			
Sandhills Road (Gerber Rd-Berlett's Rd)	R	203,400						203,400			
St George Street (Queen St-End)	U	22,400						22,400			
Meadowcliff Place (Cul-de-sac)	U	19,500							19,500		
Meadowcliff Place (Woodridge Dr to Cul-de-sac)	U	25,400							25,400		
Meadowpark Place (Cul-de-sac)	U	19,300							19,300		
Meadowpark Place (Woodridge Dr to End)	U	81,000							81,000		
Woodridge Drive (Mannheim Rd to Meadowcliff Place)	U	57,200							57,200		
Woodridge Drive (Meadowcliff Place to Meadowpark Place)	U	33,400							33,400		
Hamilton Road (Neville St to Hwy 7/8)*	U	2,990,000								2,990,000	
Hamilton Road at Hwy 7&8 Intersection Improvements*	U	568,000								568,000	
Provision for Hot Mix Paving Program		500,000									500,000
Total - Hot Mix Paving		5,849,800	169,400	322,700	158,600	233,900	138,000	155,900	377,500	235,800	3,558,000

PUBLIC WORKS - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year		1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Roads - Surface Treatment Program:											
Bean Road (Oxford Road 5 to Diamond Road)	S	27,000	27,000								
Bean Road (Diamond Road to Walker Road)	S	182,000	182,000								
Bean Road (Walker Road to Tye Road)	S	104,000	104,000								
Bridge Street (Oxford Road #5 to Diamond Road)	S	85,000	85,000								
Bridge Street (Diamond Road to Walker Road)	S	165,000	165,000								
Tye Road (Huron Road to Pxford Waterloo)	S	175,000	175,000								
Hallman Road (Bridge Street to Oxford - Waterloo Road)	S	35,600		35,600							
Sandhills Road (Bridge Street to Oxford - Waterloo Road)	S	34,000		34,000							
Witmer Road (Queen Street to Mannheim Road)	S	69,700		69,700							
Oxford-Waterloo Road (Puddicombe Road to Pinehill Road)	T	327,390			327,390						
Oxford-Waterloo Road (Tye Road to Puddicombe Road)	T	264,500				264,500					
Oxford-Waterloo Road (Diamond Road to 1 Km west of Walker Rd)	T	380,200					380,200				
Oxford-Waterloo Road (Tye Road to Walker Road)	T	250,200					250,200				
Bender Road (Oxford Road 5 to Huron Road)	T	109,600						109,600			
Carmel-Koch Road (Nafziger Road to Sandhills Road)	S	86,600						86,600			
Carmel-Koch Road (Notre Dame Drive to Wilmot Line)	S	86,700						86,700			
Carmel-Koch Road (Sandhills Road to Notre Dame Drive)	S	87,000						87,000			
Punkeydoodles Ave (Oxford Road 5 to Huron Road)	S	3,000						3,000			
Wilby Road (Notre Dame Drive to Wilmot Line)	S	85,900							85,900		
Wilby Road (Sandhills Road to Notre Dame Drive)	S	85,900							85,900		
Wilmot-Centre Road (Bleams Road to Huron Road)	S	70,350							70,350		
Provision for Surface Treatment		600,000								300,000	300,000
Total - Surface Treatment		3,314,640	398,000	340,000	139,300	327,390	264,500	630,400	372,900	242,150	300,000
S = Single Surface; T= Triple Surface											
Roads - Structures:											
Guiderail and Chevron Program		1,865,000	365,000	500,000	500,000	500,000					
Tye Road #28/C-T13		425,000	425,000								
Christner Road		200,000	200,000								
Bridge Street #34/B-T9*		3,537,500	2,235,700	1,301,800							
Oxford-Waterloo Road #37/B-OXF		135,000	25,000		110,000						
Lisbon Road #3/T-C1		45,000	45,000								
Berlett's Road #4/B-T2		650,000		50,000	600,000						
Witmer Road #19/B-T6		50,000		10,000	40,000						
Bridge Street #33/B-T9		650,000		50,000	600,000						
Total Roads - Structures		7,557,500	3,295,700	1,861,800	1,190,000	1,210,000	-	-	-	-	-
Grand Total - All Public Works		75,594,380	10,279,500	15,535,500	12,457,150	6,795,250	4,901,500	4,960,000	2,956,400	4,875,950	8,088,830
											4,744,300

CAPITAL FUNDING SOURCES:

Senior/Other Government Funding:

Federal Gas Tax	5,384,914	651,588	599,918	519,918	679,918	679,918	679,918	679,918	329,918	181,900	382,000
Ontario Community Infrastructure Fund: Formula Based Component	9,786,647	1,369,023	1,034,032	1,129,023	1,369,023	519,023	1,069,023	569,000	489,000	2,239,500	-
Ontario Ministry of Agriculture, Food and Rural Affairs	112,761	112,761	-	-	-	-	-	-	-	-	-
Investing in Canada Infrastructure Program (ICIP) - Rural and Northern	2,947,799	1,863,009	1,084,790	-	-	-	-	-	-	-	-
Investing in Canada Infrastructure Program (ICIP) - Green Stream	1,548,700	617,550	931,150	-	-	-	-	-	-	-	-
Region of Waterloo	1,050,388	336,388	252,000	462,000	-	-	-	-	-	-	-
City of Waterloo	150,000	-	-	-	-	150,000	-	-	-	-	-
Ministry of Transportation Ontario (MTO)	93,635	93,635	-	-	-	-	-	-	-	-	-
Township of Blandford-Blenheim	308,445	12,500	-	-	163,695	132,250	-	-	-	-	-
Total - Senior/Other Gov't Funding	21,383,289	5,056,454	3,901,890	2,110,941	2,212,636	1,481,191	1,748,941	1,248,918	818,918	2,421,400	382,000

PUBLIC WORKS - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Total										
DC Funding:										
<u>Roads - Studies</u>										
Public Works Facility Needs Study	11,250	11,250	-	-	-	-	-	-	-	-
Infrastructure Master Plan (Phase I-IV)	200,000	-	200,000	-	-	-	-	-	-	-
Road Condition Survey and Needs Studies	13,000	-	6,500	-	-	-	6,500	-	-	-
<u>Water/Sanitary - Studies</u>										
Public Works Facility Needs Study	11,250	11,250	-	-	-	-	-	-	-	-
Lift Station Operations/Maintenance Plan	27,000	-	27,000	-	-	-	-	-	-	-
Infrastructure Master Plans (Phase I-IV)	200,000	-	200,000	-	-	-	-	-	-	-
Infrastructure Standards and Specifications	76,000	40,000	-	-	36,000	-	-	-	-	-
Sanitary System Staging Study	225,000	75,000	-	-	-	75,000	-	-	-	75,000
<u>Vehicles & Equipment</u>										
Sweeper and Trimming Attachment	40,500	40,500	-	-	-	-	-	-	-	-
Sidewalk Clearing Unit	125,000	125,000	-	-	-	-	-	-	-	-
Single Axle Dump	275,000	-	275,000	-	-	-	-	-	-	-
Tailgate Asphalt Spreader	85,000	-	-	-	-	85,000	-	-	-	-
Lot Clearing Unit	125,000	-	-	-	-	125,000	-	-	-	-
<u>Water Distribution Network</u>										
Locate Equipment and Vehicle (New)	50,000	50,000	-	-	-	-	-	-	-	-
Provision for Watermain Looping	375,000	-	-	375,000	-	-	-	-	-	-
Heavy Duty Pickup Truck	165,000	-	-	-	165,000	-	-	-	-	-
Watermain Casing Pipe @ Railway Crossing	1,230,000	-	1,230,000	-	-	-	-	-	-	-
Provision for Public Works Facility Construction	395,100	-	395,100	-	-	-	-	-	-	-
<u>Sanitary Sewer Network</u>										
Snyder's Road Sanitary Sewer (Charlotta St - Foundry St)	1,192,200	429,000	763,200	-	-	-	-	-	-	-
Beckdale Trunk Sanitary Sewer EA and Construction	2,915,100	1,185,000	1,730,100	-	-	-	-	-	-	-
Replace Flusher/Vacuum Truck (401-08)	145,000	-	145,000	-	-	-	-	-	-	-
Trunk Sewer Flow Monitoring Improvements (Foundry/Snyders/Waterloo)	356,250	71,250	142,500	-	-	-	-	-	-	-
Trunk Sewer Deep Installation	615,000	-	300,000	-	315,000	-	-	-	-	-
Sanitary Sewer Casing Pipe at Railway Crossing	1,235,000	-	1,235,000	-	-	-	-	-	-	-
Morningside Trunk Sanitary Sewer EA / Upgrades	2,942,036	-	577,610	1,182,213	1,182,213	-	-	-	-	-
Foundry Street Trunk Sanitary Sewer	342,860	-	-	342,860	-	-	-	-	-	-
Forest Glen Pumping Station	1,219,680	-	-	1,219,680	-	-	-	-	-	-
Forest Glen Forceman	184,590	-	-	184,590	-	-	-	-	-	-
Provision for Public Works Facility Construction	395,100	-	-	395,100	-	-	-	-	-	-
<u>Transportation Services</u>										
Wilmot Employment Lands Collector Road	1,732,000	-	1,732,000	-	-	-	-	-	-	-
Bridge Improvements and Repairs	569,250	293,070	136,180	69,000	71,000	-	-	-	-	-
Road Conversion Repairs and Improvements	560,644	56,740	66,270	29,790	56,129	40,250	78,630	75,040	47,795	30,000
Storm Water Infrastructure Improvements	3,997,639	317,300	501,600	218,500	333,151	495,900	433,153	211,850	513,950	546,112
Hamilton/Neville/Arnold Road Improvements	2,541,500	-	-	-	-	-	-	-	-	2,541,500
Hamilton Road @ Highway 7/8 Improvements	539,600	-	-	-	-	-	-	-	-	539,600
Beck Street Reconstruction	459,195	-	-	-	-	-	-	-	-	41,745
Louisa Street Reconstruction	709,665	-	-	-	64,515	645,150	-	-	-	-
Charlotta Street Reconstruction	834,900	-	-	-	-	75,900	-	759,000	-	-
Hincks Street Reconstruction	495,000	-	-	-	-	-	-	-	45,000	450,000
Hamilton Road Pedestrian Crossing	78,000	78,000	-	-	-	-	-	-	-	-
Provision for Public Works Facility Improvements	395,100	-	-	395,100	-	-	-	-	-	-
Total - DC Funding	28,084,409	2,783,360	7,837,960	6,004,433	2,082,008	1,052,150	1,517,833	293,390	1,320,745	3,743,957
										1,448,573

PUBLIC WORKS - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year		1	2	3	4	5	6	7	8	9	10
Calendar Year	Total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Landowner/Developer Contribution											
Snyder Agcom Drain	204,821	204,821	-	-	-	-	-	-	-	-	-
Total - Landowner/Developer Contribution	204,821	204,821	-	-	-	-	-	-	-	-	-
Reserve Fund											
Infrastructure Reserve Fund - Equipment	540,000	-	325,000	149,000	10,000	56,000	-	-	-	-	-
Infrastructure Reserve Fund - Transportation	1,059,500	353,000	391,500	149,000	60,000	56,000	50,000	-	-	-	-
Infrastructure Reserve Fund - Sanitary	9,849,034	1,004,950	1,999,740	2,184,082	1,290,787	670,000	617,000	292,900	710,000	401,325	678,250
Infrastructure Reserve Fund - Water	5,252,200	499,000	324,500	324,325	350,525	442,000	673,750	209,100	785,000	1,019,000	625,000
Total - Reserve Funds	16,700,734	1,856,950	3,040,740	2,806,407	1,711,312	1,224,000	1,340,750	502,000	1,495,000	1,420,325	1,303,250
Long Term Debenture Issuance											
Tye Road #28/C-T13	306,000	306,000	-	-	-	-	-	-	-	-	-
Victoria Street (Hwy #7&8-Boulee St.)	450,000	-	450,000	-	-	-	-	-	-	-	-
Berlett's Road #4/B-T2	600,000	-	-	600,000	-	-	-	-	-	-	-
Public Works Operations Centre	131,700	-	-	131,700	-	-	-	-	-	-	-
Victoria Street (Webster St - Waterloo St)	643,000	-	-	-	-	643,000	-	-	-	-	-
Total - Debentures	2,130,700	306,000	450,000	731,700	-	643,000	-	-	-	-	-
Balance - to be funded from General Levy											
	9,221,127	71,915	304,910	803,669	789,294	501,159	352,476	912,092	1,241,287	503,148	1,610,477

PARKS, FACILITIES AND RECREATION SERVICES - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
STUDIES:											
Recreation & Trails Masterplan Update *	75,000		75,000								
Total - Studies	75,000	-	75,000	-	-	-	-	-	-	-	-
VEHICLES AND EQUIPMENT:											
Replace 2005 Brush Chipper	50,000	50,000									
Replace Baden Parks Maintenance Tractor	16,000		16,000								
Replace 2013 Service Vehicle (707-12)	40,000		40,000								
Replace WRC Utility Vehicle (4x2 w dump)	16,000			16,000							
Replace 2014 HVAC Vehicle (701-14)	40,000			40,000							
Replace 2014 4x4 Pick Up Truck (702-14)	40,000			40,000							
Replace Electric Ice Resurfacer	160,000			160,000							
Replace Parks Skid-Steer Loader	80,000				80,000						
Replace 2015 F450 Stake Truck (703-15)	65,000				65,000						
Replace 2016 2WD Pick Up Truck w Cap (704-16)	40,000					40,000					
Replace 2018 Stake Truck (705-18)	60,000							60,000			
Replace 2018 Maintenance Van (706-18)	40,000							40,000			
Replace Electric Ice Resurfacer	160,000								160,000		
Total - Vehicles & Equipment	807,000	50,000	56,000	256,000	145,000	40,000	-	100,000	160,000	-	-
FACILITIES											
Facilities (General)											
Install Moloks At Various Parks (12)	78,000	78,000									
Septic System Review/Upgrade (HYCC, MCC, NDCC, SACC)	150,000	150,000									
Replace Tables & Chairs (SACC & NDCC)	25,000		25,000								
Provision for Parks Operations Facility *	6,450,000			450,000	6,000,000						
Total - Facilities (General)	6,703,000	228,000	25,000	450,000	6,000,000	-	-	-	-	-	-
Wilmot Recreation Complex											
Design and Construction of Third Ice Pad (including Parking Lot)*	12,631,250	881,250	11,750,000								
Design/Build New Skatepark*	565,000	65,000	500,000								
Aquatic Centre Maintenance Program	90,000		30,000			30,000			30,000		
Reconstruct & Pave Back Lane of WRC from Gingerich	258,000		258,000								
Arena Refrigeration System Maintenance Plan	610,000			80,000	100,000	90,000	100,000	60,000	55,000	125,000	
WRC Phase I Flat Roof Replacement TPO System	240,000			240,000							
Total - Wilmot Recreation Complex	14,394,250	946,250	12,538,000	320,000	100,000	120,000	100,000	60,000	85,000	125,000	-
New Hamburg Arena & CC											
Facility Structural Repairs	140,000	32,000	35,000	56,500	16,500						
NHCC Facility Improvements	180,000		180,000								
Remove/Replace Front Parking and Sidewalk, Lot Expansion*	186,000			186,000							
Lower Flat Roof Replacement	70,000				70,000						
Remove and Replace Arena Roof Membrane	850,000					850,000					
Total - New Hamburg Arena & CC	1,426,000	32,000	215,000	242,500	86,500	850,000	-	-	-	-	-
Wilmot Administration Complex / Castle Kilbride											
Parking Lot Expansion / LED Lighting & Laneway Resurfacing *	300,000	300,000									
Castle Kilbride Front & Side Porches	50,000	50,000									
Castle Kilbride Exterior Maintenance Program (Woodwork / Painting)	60,000	20,000			20,000			20,000			
Flat Roof Replacement	100,000		100,000								
Total - Wilmot Administration Complex	510,000	370,000	100,000	-	20,000	-	-	20,000	-	-	-
Old Administration Complex - 121 Huron Street											
Laneway Repairs	50,000	50,000									
Construct Access Hatch Library Roof	25,000	25,000									
HVAC System / Boiler Replacement (CO2↓)	30,000			30,000							
Total - 121 Huron Street	105,000	75,000	-	30,000	-	-	-	-	-	-	-

PARKS, FACILITIES AND RECREATION SERVICES - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Baden Community Parks and Facilities											
Beck Park Tennis Courts and Multi-Purpose Pad c/w Fencing	150,000	150,000									
Parking Lot Enlargement * (Beck Park)	85,000		85,000								
Replace Picnic Shelter	100,000		100,000								
Total - Baden Parks and Facilities	335,000	150,000	185,000	-	-	-	-	-	-	-	-
Haysville Parks and Facilities											
Roof Replacement	35,000	35,000									
Kitchen Renovation	25,000			25,000							
Resurface Parking Lot	25,000							25,000			
Total - Haysville Parks and Facilities	85,000	35,000	-	25,000	-	-	-	25,000	-	-	-
Mannheim Parks and Facilities											
Replace Ball Diamond Backstop & Fencing	52,000		52,000								
Replace Picnic Shelter	55,000			55,000							
Kitchen Renovation	25,000			25,000							
Playground Component Replacement	65,000				65,000						
Total - Mannheim Parks and Facilities	197,000	-	52,000	80,000	65,000	-	-	-	-	-	-
New Dundee Parks and Facilities											
Replace Picnic Shelter	100,000		100,000								
Cooling Centre/Spray Zone*	205,000				205,000						
Replace Banquet Chairs	12,600					12,600					
Total - New Dundee Parks and Facilities	317,600	-	100,000	-	205,000	12,600	-	-	-	-	-
New Hamburg Parks and Facilities											
Replace Tennis Court Fencing (Scott Park)	75,000	75,000									
Playground Resurfacing (Norm Hill)	103,000	103,000									
Access Ramp Catch Basins (Norm Hill)	30,000		30,000								
Replace Picnic Shelter (Constitution Park)	30,000		30,000								
Cooling Centre/Spray Zone*	205,000				205,000						
Double Tennis Court & Lighting Replacement (Scott Park) (CO ₂ l)	160,000				160,000						
Multi-Use Court Replacement (Scott Park)	60,000					60,000					
Replace Picnic Shelters (2) (Scott Park)	50,000					50,000					
Replace Large Picnic Shelter (Norm Hill Park)	75,000						75,000				
Total - New Hamburg Parks and Facilities	788,000	178,000	60,000	-	365,000	110,000	75,000	-	-	-	-
Petersburg Parks and Facilities											
Replace Multi-Use Pad	80,000		80,000								
D2 Lighting Installation*	95,000			95,000							
Total - Petersburg Parks and Facilities	175,000	-	80,000	95,000	-	-	-	-	-	-	-
St Agatha Parks and Facilities											
Replace Carpet, Ceiling & Paint Seniors Room	15,000	15,000									
Install Sound Attenuation Panels in Auditorium	66,500		66,500								
Cooling Centre/Spray Zone*	205,000				205,000						
Replace Picnic Shelter	30,000					30,000					
Total - St. Agatha Parks and Facilities	316,500	15,000	66,500	-	205,000	30,000	-	-	-	-	-
Library Facilities											
New Hamburg Library Exterior Maintenance	22,500	22,500									
Baden Library Exterior Maintenance	19,000	19,000									
Provision for Future Library Facility Space*	344,000			344,000							
Total - Library Facilities	385,500	41,500	-	344,000	-	-	-	-	-	-	-
Trails and Active Transportation:											
Nith River Pathway, Bank Erosion Control and Lighting	325,000	325,000									
Replace Boardwalk under Hwy 7/8 Pedestrian Bridge	65,000	15,000	50,000								
Anna Tuerr Park - Repair/Replace Asphalt Pathways	50,500			50,500							
Linear Park - Repair/Replace Asphalt Pathways	160,000			160,000							
Provision for Future Trails and Active Transportation*	2,705,000				1,050,000	507,500	500,000	647,500			
Total - Trails and Active Transportation	3,305,500	340,000	50,000	210,500	1,050,000	507,500	500,000	647,500	-	-	-

PARKS, FACILITIES AND RECREATION SERVICES - 10-YEAR CAPITAL BUDGET FORECAST

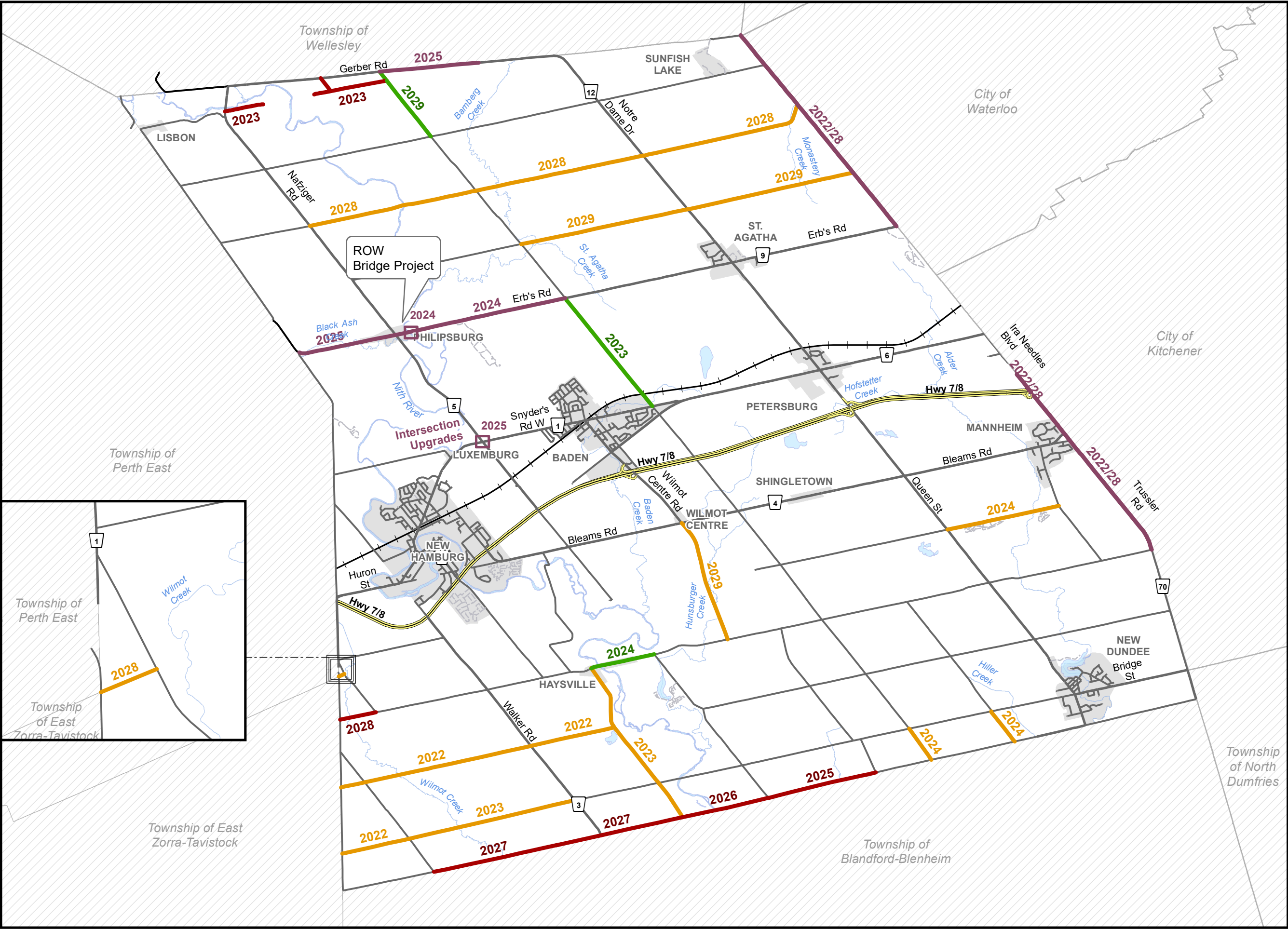
Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Reforestation:											
Annual Tree Planting Program (CO ₂ i)	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total - Reforestation	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Riverside Cemetery:											
Columbarium (Phase 3)	60,000		60,000								
Replace Perimeter Fencing Along Frontage	65,000		65,000								
Provision for Columbarium Expansion	100,000				100,000						
Provision for Cemetery Land Acquisition	275,000						275,000				
Total - Cemeteries	500,000	-	125,000	-	100,000	-	275,000	-	-	-	-
Grand Total - All Parks, Facilities and Recreation	30,925,350	2,510,750	13,777,500	2,103,000	8,391,500	1,720,100	1,000,000	902,500	295,000	175,000	50,000
CAPITAL FUNDING SOURCES:											
DC Funding:											
Parks, Facilities and Recreation - Studies											
Recreation and Trails Masterplan Update	60,000	-	60,000	-	-	-	-	-	-	-	-
Parks, Facilities and Recreation - Land Improvements											
NH Arena - Parking Lot Paving/Expansion	83,700	-	-	83,700	-	-	-	-	-	-	-
Administration Complex - Parking Lot Paving/Expansion	165,000	165,000	-	-	-	-	-	-	-	-	-
Design/Build New Skateboard Park	480,250	55,250	425,000	-	-	-	-	-	-	-	-
Beck Park - Parking Lot Enlargement	68,000	-	68,000	-	-	-	-	-	-	-	-
Petersburg Park - Ball Diamond Lights	85,500	-	-	85,500	-	-	-	-	-	-	-
Cooling Centre/Spray Zones	522,750	-	-	-	522,750	-	-	-	-	-	-
Parks, Facilities and Recreation - Provisional Items											
Provision for Future Library Facility Space	344,000	-	-	344,000	-	-	-	-	-	-	-
Provision for Third Ice Pad	5,684,000	396,500	5,287,500	-	-	-	-	-	-	-	-
Provision for Bike Lanes	1,623,000	-	-	-	630,000	304,500	300,000	388,500	-	-	-
Provision for Parks Operations Facility	6,450,000	-	-	450,000	6,000,000	-	-	-	-	-	-
Total - DC Funding	15,566,200	616,750	5,840,500	963,200	7,152,750	304,500	300,000	388,500	-	-	-
Grants/Cost Sharing:											
Kitchener Wilmot Hydro Grant	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Canada Community Revitalization Fund (CCRF)	200,000	200,000	-	-	-	-	-	-	-	-	-
Museum Assistance Program (MAP)	31,458	31,458	-	-	-	-	-	-	-	-	-
Rural Economic Development Fund	9,750	9,750	-	-	-	-	-	-	-	-	-
Canada Community Building Fund (CCBF)	240,000	-	80,000	160,000	-	-	-	-	-	-	-
Ontario Community Infrastructure Fund (OCIF)	1,424,991	-	334,991	240,000	-	850,000	-	-	-	-	-
Total - Grants	2,406,199	291,208	464,991	450,000	50,000	900,000	50,000	50,000	50,000	50,000	50,000
Trust Funds											
Cemetery Trust Funds	275,000	-	-	-	-	-	275,000	-	-	-	-
Wilmot Trails Trust Funds	90,000	90,000	-	-	-	-	-	-	-	-	-
Unfunded Active Transportation Initiatives	1,082,000	-	-	-	420,000	203,000	200,000	259,000	-	-	-
Total - Trust Funds	1,447,000	90,000	-	-	420,000	203,000	475,000	259,000	-	-	-
Reserve Fund											
Infrastructure Reserve Fund - Cemetery	225,000	-	125,000	-	100,000	-	-	-	-	-	-
Infrastructure Reserve Fund - Facilities	1,009,500	353,000	391,500	149,000	60,000	56,000	-	-	-	-	-
Total - Reserve Funds	1,234,500	353,000	516,500	149,000	160,000	56,000	-	-	-	-	-
Long Term Debenture Issuance											
Third Ice Pad	6,947,250	484,750	6,462,500	-	-	-	-	-	-	-	-
Total - Debentures	6,947,250	484,750	6,462,500	-	-	-	-	-	-	-	-
Balance - to be funded from General Levy	3,324,201	675,042	493,009	540,800	608,750	256,600	175,000	205,000	245,000	125,000	-

CULTURAL SERVICES - 10-YEAR CAPITAL BUDGET FORECAST

Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Castle Kilbride											
Mural Restoration Program	30,000		10,000			10,000			10,000		
Arts & Culture Master Plan Update*	60,000			30,000					30,000		
Heritage Wilmot											
Publish New Book for Township's 175th Anniversary	30,000			30,000							
Archives											
Microfilm Reader	16,000		16,000								
Total - Cultural Services	136,000	-	26,000	60,000	-	10,000	-	-	40,000	-	-
CAPITAL FUNDING SOURCES:											
DC Funding:											
Cultural Services - Studies											
Arts and Culture Master Plan	48,000	-	-	24,000	-	-	-	-	24,000	-	-
Total - DC Funding	48,000	-	-	24,000	-	-	-	-	24,000	-	-
Balance - to be funded from General Tax Levy	88,000	-	26,000	36,000	-	10,000	-	-	16,000	-	-

DEVELOPMENT SERVICES - 10-YEAR CAPITAL BUDGET FORECAST

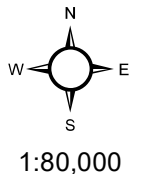
Budget Year Calendar Year	Total	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Building Inspection:											
Vehicles:											
New Building Services Electric Vehicle* (CO ₂ ↓)	35,000			35,000							
Replace 2015 4WD Jeep (801-15) (CO ₂ ↓)	35,000				35,000						
Replace 2016 Nissan Rouge (802-16) (CO ₂ ↓)	35,000					35,000					
Total - Building Inspection	105,000	-	-	35,000	35,000	35,000	-	-	-	-	-
Planning:											
Studies:											
Municipal Tree Canopy Policy (CO ₂ ↓)	50,000	50,000									
Official Plan 5 yr. Review*	180,000		60,000			60,000					60,000
Zoning By-Law Consolidation*	50,000		25,000					25,000			
Total - Planning	280,000	50,000	85,000	-	-	60,000	-	25,000	-	-	60,000
Economic Development:											
Community Signage Guidelines and Updates	100,000	75,000	25,000								
Baden Urban Growth Centre Strategy*	50,000		50,000								
Total - Economic Development	150,000	75,000	75,000	-	-	-	-	-	-	-	-
Total Development Services	535,000	125,000	160,000	35,000	35,000	95,000	-	25,000	-	-	60,000
CAPITAL FUNDING SOURCES:											
Senior/Other Government Funding:											
Community Environmental Fund (CEF)	25,000	25,000	-	-	-	-	-	-	-	-	-
Total - Senior/Other Government Funding	25,000	25,000	-	-	-	-	-	-	-	-	-
DC Funding:											
Official Plan 5 yr. Review	97,200	-	32,400	-	-	32,400	-	-	-	-	32,400
Zoning By-Law Consolidation	27,000	-	13,500	-	-	-	-	13,500	-	-	-
Baden Urban Growth Centre Strategy	36,000	-	36,000	-	-	-	-	-	-	-	-
New Building Service Vehicle	35,000	-	-	35,000	-	-	-	-	-	-	-
Total DC Funding	195,200	-	81,900	35,000	-	32,400	-	13,500	-	-	32,400
Reserve Funds											
Building Services Reserve Fund	70,000	-	-	-	35,000	35,000	-	-	-	-	-
Total - Reserve Funds	70,000	-	-	-	35,000	35,000	-	-	-	-	-
Balance - to be funded from General Levy	244,800	100,000	78,100	-	-	27,600	-	11,500	-	-	27,600



DEPARTMENT OF PUBLIC WORKS & ENGINEERING

Rural Roadways Proposed 10 Year Project Plan

January 2022



Legend

Roads

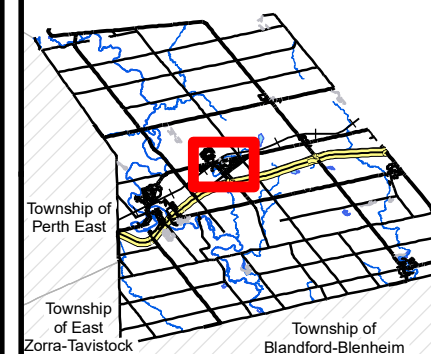
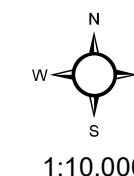
- Regional
- M.T.O. Highway
- M.T.O. Ramp
- Arterial
- Collector
- Local Street
- Private

Rural Road Surfacing

- Asphalt
- Single Surface Treatment
- Triple Surface Treatment
- Double Surface Treatment
- Region of Waterloo Project
- Railway
- Surface Water
- Adjacent Municipalities

Baden Proposed 10 Year Project Plan

January 2022



Legend

Roads

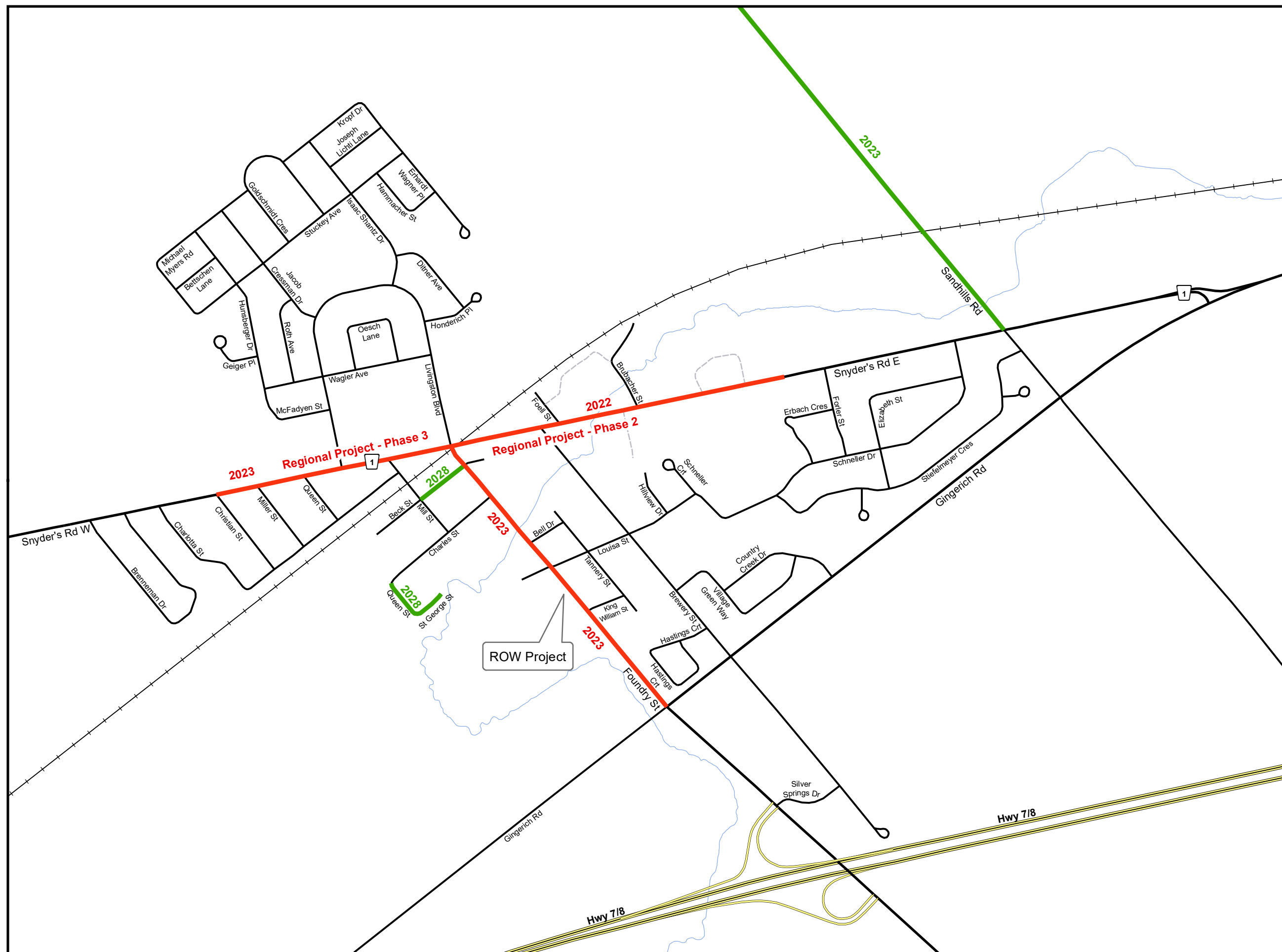
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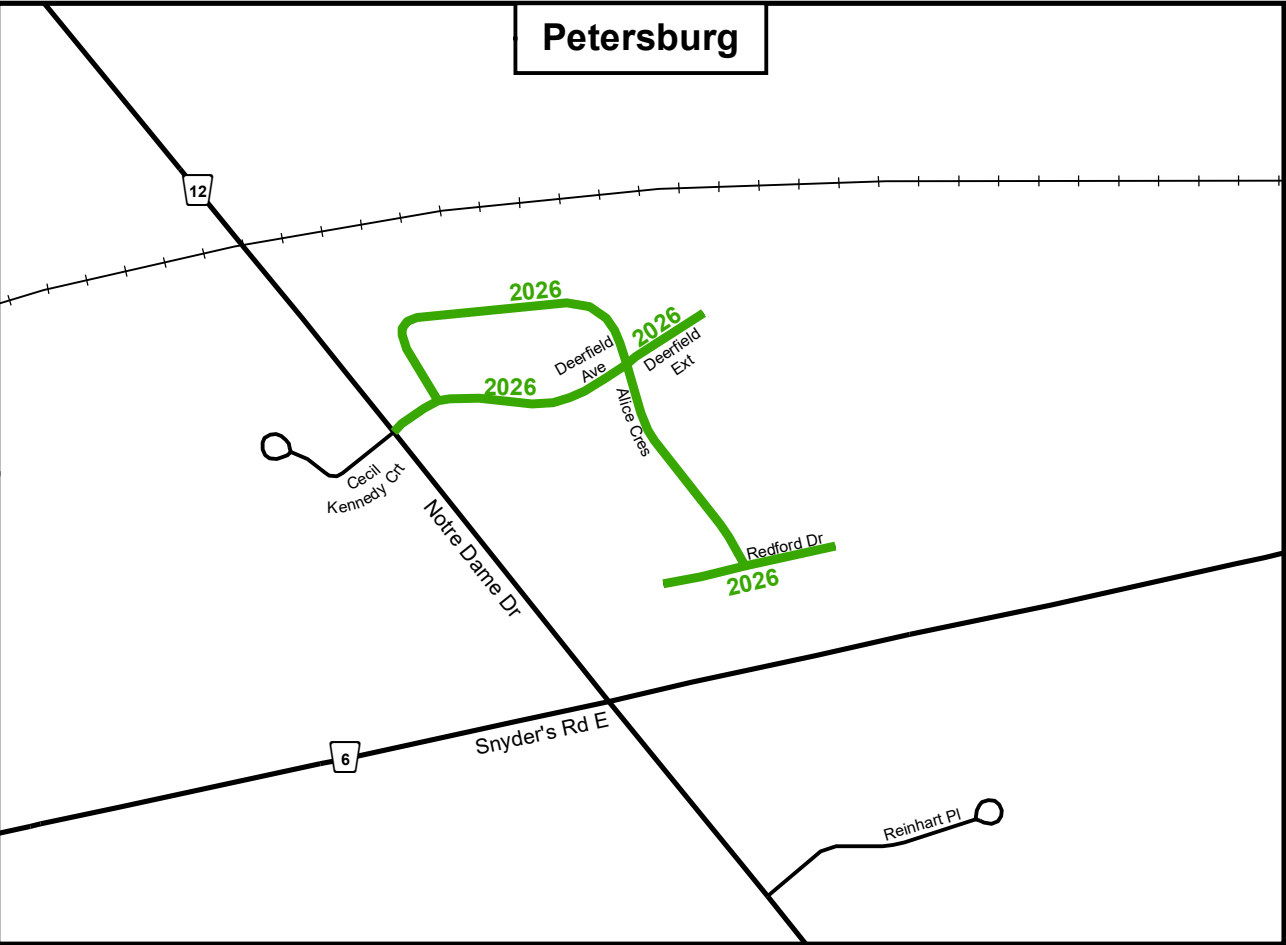
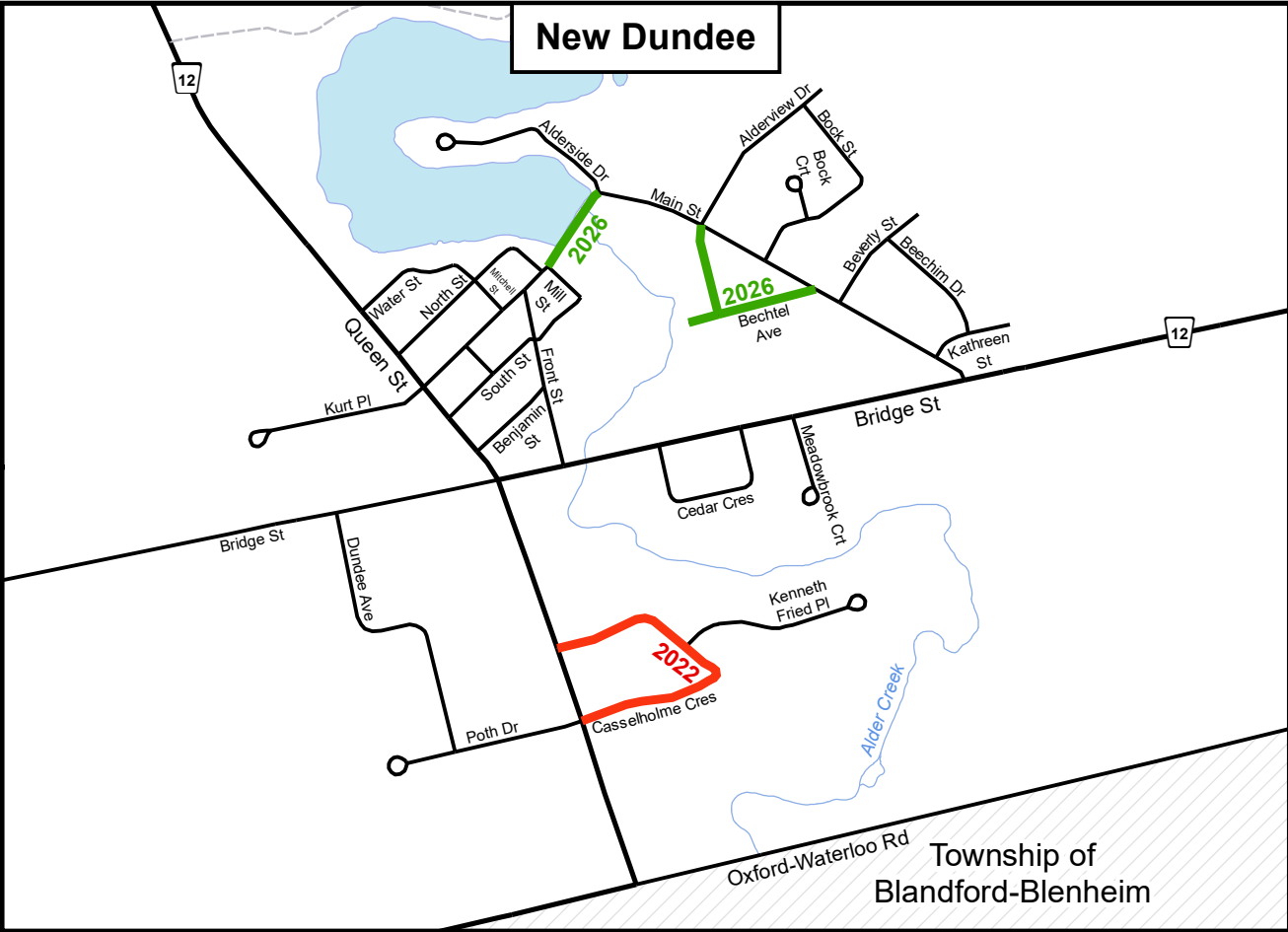
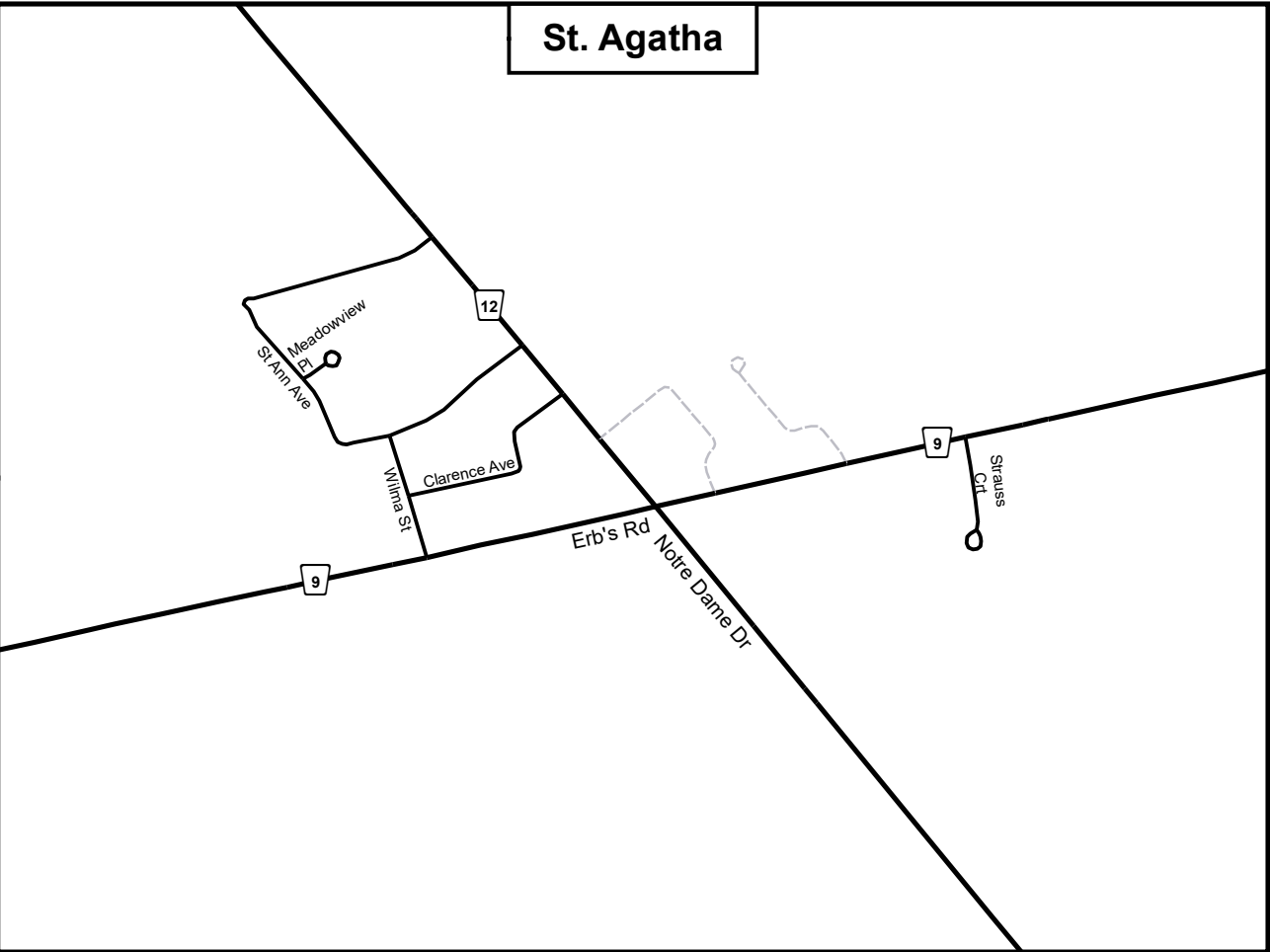
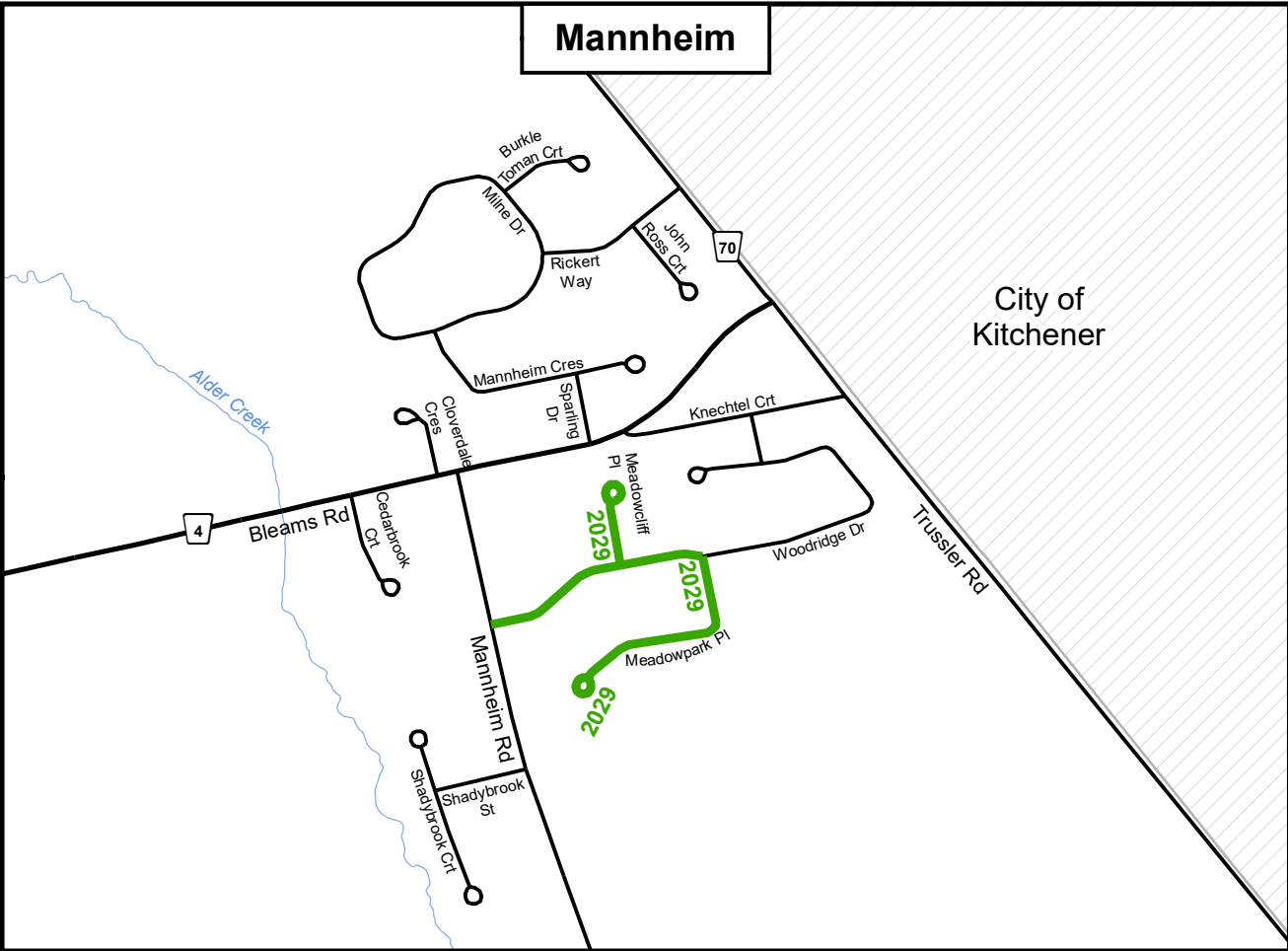
- Regional
- M.T.O. Highway
- M.T.O. Ramp
- Arterial
- Collector
- Local Street
- Private

Paving and Reconstruction

Type of Work

- Asphalt Resurfacing
- Reconstruction
- + + Railway
- Surface Water





TOWNSHIP OF Wilmot
DEPARTMENT OF PUBLIC WORKS & ENGINEERING

**New Dundee, Mannheim, Petersburg & St. Agatha
Proposed 10 Year
Project Plan**

January 2022

1:12,500

Map showing the location of the project area within the Township of Wilmot, surrounded by other municipalities like City of Waterloo, City of Kitchener, and various townships.

Legend

Roads

Class

- Regional
- M.T.O. Highway
- M.T.O. Ramp
- Arterial
- Collector
- Local Street
- Private

Paving and Reconstruction

Type of Work

- Asphalt Resurfacing
- Reconstruction

Railway
 Surface Water