

## Strategic Plan 2010 Implementation Plan

### Theme 1

#### Preserve, Protect and Enhance our Environment

Goal	Lead Department/ Support Department(s)	Objectives
<p>1.1 To ensure that environmental considerations, including the protection of the natural environment, are considered in all local decision-making.</p>	<ul style="list-style-type: none"> <li>• Corporate Services</li> <li>• Corporate Services</li> <li>• Corporate Services</li> <li>• Corporate Services</li> </ul>	<ul style="list-style-type: none"> <li>• General Government has budgeted \$15,000 to address environmental concerns identified by the Environmental Committee.</li> <li>• In collaboration with the Townships of Brock and Uxbridge and the Region of Durham and with 50% funding from the FCM Green Fund, the Township of Scugog is participating in an Integrated Community Sustainability Plan to facilitate the transition of the communities of north Durham toward a sustainable future founded on a shared vision, common values and a call to action.</li> <li>• General Government will continue to provide administrative staff support to the Environmental Working Group.</li> <li>• General Government is planning on replacing all remaining workstation computers with Thin Client Towers which have the advantage of using less energy.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Fire Services</li>   <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li>   <li>• Public Works</li>   <li>• Public Works</li>   <li>• Public Works</li>   <li>• Parks, Recreation &amp; Culture</li> </ul>	<ul style="list-style-type: none"> <li>• All new Fire Services vehicles utilizing diesel engines will be to EPA 2010 standards. All firefighter foam used is environmentally friendly and biodegradable.</li> <li>• Complete approval of Township Official Plan.</li> <li>• Initiate Zoning By-Law Update.</li> <li>• Update sustainability checklist and use for development applications.</li> <li>• Improve provisions for salt management and storage, and other material handling, at the Port Perry Depot.</li> <li>• Update Salt Management Plan and Winter Control Policies.</li> <li>• Explore and implement eco-friendly and environmentally-sustainable maintenance practices and materials.</li> <li>• Parks, Recreation &amp; Culture will investigate, in conjunction with the Environmental Advisory Committee, ways to continue to maintain waterfront properties in environmentally sensitive manner e.g. no use of fertilizers.</li> </ul>

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Goal	Lead Department/ Support Department(s)	Objectives
1.2 To continue to support the goals and implementation of the Lake Scugog Environmental Plan.	<ul style="list-style-type: none"> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Public Works</li> <li>• Public Works</li> <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Participate on LSEMP steering committee and provide comments on draft documents.</li> <li>• Complete Port Perry Stormwater Management Plan Study.</li> <li>• Implement bioswale in Birdseye Park through Port Perry Downtown Waterfront Revitalization Project.</li> <li>• Undertake maintenance of Victorian Village stormwater management pond.</li> <li>• Continue and improve upon ditching practices in the vicinity of Lake Scugog and its tributary water courses.</li> <li>• Complete Port Perry Stormwater Management Plan Study and begin implementing items not requiring special/additional financing.</li> </ul>
1.3 To encourage improvements to air quality through facility management, land use planning, transportation management and other programs.	<ul style="list-style-type: none"> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Public Works</li> <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Complete approval of Township Official Plan.</li> <li>• Update sustainability checklist and apply for development applications.</li> <li>• Purchase lower emission replacement vehicles.</li> <li>• Pursue vehicle anti-idling programs.</li> </ul>

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<b>Goal</b>	<b>Lead Department/ Support Department(s)</b>	<b>Objectives</b>
<p>1.4 To conserve energy through design/retrofit of public and private buildings, transportation planning, community design and land use planning.</p>	<ul style="list-style-type: none"> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Public Works</li> <li>• Public Works</li> <li>• Parks, Recreation &amp; Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Initiate Scugog Memorial Public Library renovation and expansion project and construct to LEED Silver level.</li> <li>• Complete approval of Township Official Plan.</li> <li>• Update sustainability checklist and apply for development applications.</li> <li>• Continue and explore new energy conservation measures at depots (i.e. temperature control, lighting, etc.)</li> <li>• Replace luminaires in decorative streetlights with LED fixtures when possible.</li> <li>• Parks, Recreation &amp; Culture will investigate and facilitate replacement of lights at Palmer Park Baseball Diamonds and Tennis Courts.</li> </ul>

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### Theme 2

#### Prosperous Greenbelt Economy

Goal	Lead Department/ Support Department(s)	Objectives
2.1 To ensure an adequate supply of serviced employment lands within the existing urban structure.	<ul style="list-style-type: none"> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>• Complete approval of Township Official Plan, including approval of the Port Perry Employment Area Secondary Plan.</li> <li>• Participate in Environmental Assessment studies being led by the Region of Durham for expansions to water supply and sanitary sewage treatment capacity in Port Perry.</li> </ul>
2.2 To facilitate the retention and expansion of existing businesses in the Township.	<ul style="list-style-type: none"> <li>• Corporate Services</li> <li>• Parks, Recreation &amp; Culture</li> <li>• Parks, Recreation &amp; Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Through Economic Development, the Township will be developing promotional materials and resources to attract investors in the accommodation sector as well as material and resources to promote tourism and business.</li> <li>• Parks, Recreation &amp; Culture will increase and sustain the investment in beautification and maintenance of the waterfront area adjacent to downtown.</li> <li>• 2010 is the first full year of operation of the new Heritage Centre and Archives offering five (5) new exhibits - will be exploring opportunities, through outreach to schools, to combine and market educational and recreational programs.</li> </ul>

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Goal	Lead Department/ Support Department(s)	Objectives
<p>2.3 To maintain and enhance our historic downtown and vibrant commercial areas to provide shopping, services and cultural amenities.</p>	<ul style="list-style-type: none"> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Complete Port Perry Downtown Heritage Conservation District Plan.</li> <li>• Continue implementation of the Port Perry Downtown Development Strategy.</li> <li>• Continue work on Port Perry Downtown Waterfront Revitalization Project.</li> <li>• Continue sidewalk maintenance and street sweeping programs.</li> </ul>
<p>2.4 To promote the Township's strategic location in the Greater Toronto Area and Trent Severn Waterway for economic development purposes.</p>	<ul style="list-style-type: none"> <li>• Corporate Services</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>• The Township is advertising its waterfront and other Township amenities in the Discover the "Trent-Severn Waterway Guide" – this is featuring our marina, spraypad, parks and farmer's market.</li> <li>• Continue work on Port Perry Downtown Waterfront Revitalization Project.</li> <li>• Complete marina lease renewal.</li> </ul>

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Goal	Lead Department/ Support Department(s)	Objectives
<p>2.5 To support and promote agri-business and other compatible rural business purposes.</p>	<ul style="list-style-type: none"> <li>• Corporate Services</li>   <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>• The Township, in partnership with the GTACMA municipalities within the Greenbelt and the province, has commenced a study to support the creation of an economic development strategy to address a series of issues and challenges that impacted their collective and individual abilities to stimulate economic development, support sustainable new growth, and generate revenue for needed municipal services.</li> <li>• Complete approval of Township Official Plan.</li> <li>• Initiate Zoning By-Law Update.</li> </ul>

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### Theme 3

#### Safe, Healthy and Livable Community

Goal	Lead Department/ Support Department(s)	Objectives
<p>3.1 To provide a broad range of educational, recreational, cultural and heritage opportunities to meet the needs of our residents.</p>	<ul style="list-style-type: none"> <li>• Fire Services</li>   <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li>   <li>• Parks, Recreation &amp; Culture</li>   <li>• Parks, Recreation &amp; Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Continued training and education of both staff and residents to adequately respond to a major emergency in the Township as well as in Fire Safety.</li> <li>• Continue work on Port Perry Downtown Waterfront Revitalization Project.</li> <li>• Complete Port Perry Downtown Heritage Conservation District Plan.</li> <li>• Parks, Recreation &amp; Culture will develop a Township Heritage Strategy that will create a vision focussed annual plan as opposed to budget focussed.</li> <li>• Acquire property adjacent to Putsey Park to enhance park and create more recreation and open space.</li> </ul>
<p>3.2 To make the community accessible and walkable.</p>	<ul style="list-style-type: none"> <li>• Corporate Services</li> </ul>	<ul style="list-style-type: none"> <li>• Council recently adopted the Accessible Customer Service Standard as required by the AODA and staff have developed Standard Operating Procedures to address the requirements of that policy.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Corporate Services</li>   <li>• Fire Services</li>   <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li>   <li>• Public Works</li>   <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Persons with disabilities will be provided the opportunity to cast their ballot independently with the use of the ImageCast ballot marking device in the 2010 Municipal Election.</li> <li>• Continued to work with SAAC to update the list of people with disabilities who want to be identified in the event of an emergency.</li> <li>• Complete waterfront trail, Queen Street public square and boardwalk replacement components of the Port Perry Downtown Waterfront Revitalization Project.</li> <li>• Update sustainability checklist and apply for development applications.</li> <li>• Implement built environment standard provisions of <i>Accessibility for Ontarians with Disabilities Act</i>.</li> <li>• Continue to seek input from Scugog Accessibility Advisory Committee on site plan applications.</li> <li>• Continue sidewalk repair and winter maintenance programs.</li> <li>• Implement built environment standard provisions of <i>Accessibility for Ontarians with Disabilities Act</i>.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Public Works</li>   <li>• Parks, Recreation &amp; Culture</li>   <li>• Parks, Recreation &amp; Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to seek input from Scugog Accessibility Advisory Committee on sidewalk and road reconstruction projects.</li> <li>• Parks, Recreation &amp; Culture will promote the trail system through the new Trails Brochure.</li> <li>• In conjunction with SAAC, Parks, Recreation &amp; Culture will carry out a pre-audit of facilities to meet forthcoming Built Standards.</li> </ul>
<p>3.3 To provide for a moderate scale of growth that is in keeping with Township's heritage and rural features.</p>	<ul style="list-style-type: none"> <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>• Complete approval of Township Official Plan.</li> <li>• Initiate Zoning By-Law Update.</li> <li>• Participate in Environmental Assessment studies being led by the Region of Durham for expansions to water supply and sanitary sewage treatment capacity in Port Perry.</li> </ul>
<p>3.4 To plan, prepare and respond to emergencies to ensure the safety of our residents.</p>	<ul style="list-style-type: none"> <li>• Fire Services</li>   <li>• Fire Services</li>   <li>• Fire Services</li> </ul>	<ul style="list-style-type: none"> <li>• Inspecting and preplanning major occupancies.</li> <li>• Ensuring response times meet acceptable standards through maintaining adequate firefighter staffing levels.</li> <li>• Reviewing and maintaining municipal Emergency Plan.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Fire Services</li>   <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Participating in the annual municipal Emergency Planning exercise organized by Durham Emergency Management Office.</li> <li>• Participate on Emergency Control Group and update the public works component of the Emergency Plan as required.</li> </ul>
3.5 To use appropriate design strategies to create complete communities.	<ul style="list-style-type: none"> <li>• Fire Services</li>   <li>• Planning &amp; Building</li>   <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Site plans and building applications are reviewed by the CFPO to ensure their compliance with the Fire Code.</li> <li>• Update sustainability checklist and apply for development applications.</li> <li>• Update Engineering Design Standards.</li> </ul>
3.6 To encourage and promote community volunteerism.	<ul style="list-style-type: none"> <li>• Corporate Services</li>   <li>• Public Works</li>   <li>• Parks, Recreation &amp; Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Cultivate closer working relationships with Community Hall Committees in assisting with annual auditor reviews.</li> <li>• Continue coordination of Pitch-In Week, Waste Reduction Week, Adopt-a-Road and other community-oriented programs.</li> <li>• Cultivate closer working relationships with community partners and volunteers at the staff level through increased emphasis on communications with volunteer and user groups.</li> </ul>

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Goal	Lead Department/ Support Department(s)	Objectives
<p>3.7 To preserve, enhance and support the cultural heritage of the community.</p>	<ul style="list-style-type: none"> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Parks, Recreation &amp; Culture</li> <li>• Parks, Recreation &amp; Culture</li> <li>• Parks, Recreation &amp; Culture</li> </ul>	<ul style="list-style-type: none"> <li>• Complete approval of Township Official Plan.</li> <li>• Initiate Zoning By-Law Update.</li> <li>• Complete Port Perry Downtown Heritage Conservation District Plan.</li> <li>• Continue to seek input from Heritage Scugog Committee on site plan applications.</li> <li>• Development of permanent First Nations Gallery at the Heritage Centre.</li> <li>• Commemorate Dr. Bruce through the enhancement and renaming of Perryview Park.</li> <li>• To promote healthy menu options at the Scugog Community Recreation Centre through strategic pricing strategies.</li> </ul>

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### Theme 4

Responsive, Effective Municipal Government

Goal	Lead Department/ Support Department(s)	Objectives
4.1 To provide leadership and advocacy on issues of importance to our community.	<ul style="list-style-type: none"> <li>• Fire Services</li> <li>• Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>• Providing information to Township residents as it relates to fire safety.</li> <li>• Participate in Environmental Assessment studies being led by the Region of Durham for expansions to water supply and sanitary sewage treatment capacity in Port Perry.</li> </ul>
4.2 To ensure municipal decisions are consistent with approved plans and legislation.	<ul style="list-style-type: none"> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Complete approval of Township Official Plan.</li> <li>• Initiate Zoning By-Law Update.</li> <li>• Implement provisions of <i>Accessibility for Ontarians with Disabilities Act</i>.</li> <li>• Implement and uphold Provincial Plans (i.e. Greenbelt Plan, Oak Ridges Moraine Conservation Plan, Growth Plan for Greater Golden Horseshoe), legislation (i.e. Ontario Building Code, <i>Planning Act</i>, etc.) and Regional policy (i.e. Regional Official Plan, etc.) for development applications.</li> <li>• Implement provisions of <i>Accessibility for Ontarians with Disabilities Act</i>.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Implement and uphold Provincial legislation (i.e. <i>Highway Traffic Act, Occupational Health and Safety Act, Environmental Assessment Act</i>, etc.), agency regulations (i.e. conservation authority, etc.) and Township policy (i.e. health and safety, Official Plan, Zoning By-Law, etc.).</li> </ul>
<p>4.3 To ensure accountability and transparency of the operation of the Township.</p>	<ul style="list-style-type: none"> <li>• Corporate Services</li>   <li>• Corporate Services</li>   <li>• Planning &amp; Building, Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare 2009 Year End Audit, Financial Statements, Financial Information Return and MPMP to report on the financial condition of the Township thus ensuring transparency and accountability to the residents of Scugog and other interested parties.</li> <li>• General Government has budgeted funding for completion of the 2009 Year End Audit and Financial Statements, which will report on the financial condition of the Township thus ensuring transparency and accountability to the residents of Scugog and other interested parties.</li> <li>• Develop more relevant service performance measures.</li> </ul>

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Goal	Lead Department/ Support Department(s)	Objectives
<p>4.4 To foster excellence in responsive customer service and expand opportunities for communication with the community.</p>	<ul style="list-style-type: none"> <li>• Corporate Services</li> <li>• Corporate Services</li>   <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li> <li>• Planning &amp; Building</li>   <li>• Planning &amp; Building</li>   <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Developing a plan to improve website communication.</li> <li>• General Government has included funding of \$5,000 earmarked for the development and implementation of a plan to improve website communications and another \$5,000 towards improving website accessibility needs</li> <li>• Update website.</li> <li>• Provide more information on Port Perry Downtown Waterfront Revitalization Project.</li> <li>• Update application forms.</li> <li>• Prepare Applicant Information Guide.</li> <li>• Implement customer service standards in accordance with the <i>Accessibility for Ontarians with Disabilities Act</i></li> <li>• Establish standard policies and procedures for processing applications, conducting inspections, responding to illegal and non-conforming construction and obtaining input from external resources (i.e. Health Department, Heritage Scugog Committee, Scugog Accessibility Advisory Committee, etc.).</li> <li>• Update website.</li> </ul>

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4.5 To maintain and enhance the Township's strong fiscal position.	<ul style="list-style-type: none"> <li>• Corporate Services</li>   <li>• Corporate Services</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare a budget that identifies the expenditures necessary to provide municipal services and all revenue sources available to fund those expenditures.</li> <li>• Continue the practice of ongoing monitoring and reporting of expenditures and revenues to maintain financial control and to enhance management decision making.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Public Works</li>   <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Implement maintenance management system at the same time as the financial operating software is replaced.</li> <li>• Continue to update tangible capital asset information.</li> </ul>
<p>4.6 To plan for the appropriate maintenance and replacement of Township assets.</p>	<ul style="list-style-type: none"> <li>• Corporate Services</li>   <li>• Fire Services</li> <li>• Fire Services</li> <li>• Planning &amp; Building</li>   <li>• Public Works</li>   <li>• Public Works</li>   <li>• Public Works</li> </ul>	<ul style="list-style-type: none"> <li>• Continue with the refinement of Tangible Asset Policies and Procedures to ensure the cost of utilizing capital assets is properly accounted for and to ensure that assets are safeguarded to allow for their continued service in the future.</li> <li>• Provide 5 year capital project plans and a 20 year vehicle replacement plan.</li> <li>• Provide 5 year building maintenance plan.</li> <li>• Prepare Geographical Information System strategy.</li> <li>• Complete Old Simcoe Road reconstruction project.</li> <li>• Carry out gravel, sidewalk repair, rural road rehabilitation (surface treatment) and road preservation (slurry seal) programs.</li> <li>• Perform regular on-going ditching, brushing and patching programs.</li> </ul>

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