

**TOWNSHIP OF SCUGOG  
2017 ADDENDUM to CAPITAL BUDGET**

Comm S. - Community Services			Corp. S - Corporate Services			Dev S. - Development Services			FES - Fire & Emergency Services			Fin - Finance												
Page No.	Depart.	Priority Number	Project Name	Description	Estimated Project Cost	Funding Source	Roads Levy Reserve	Hydro Reserve	Parks Reserve	CEF - Fire	CEF - Heritage	CEF - Facilities	CEF - PW	MP Reserve	OCIF Funding	DC Reserve	Gas Tax	Environmental Solar Fund (Comp Fees)	Grant / Other	Debenture				
<b>Roads</b>																								
A-33	Comm. S	1	Scugog Line 6 - Hwy 7/12 to Marsh Hill Road	Resurface / Reconstruction	600,000	Gas Tax											600,000							
<b>Buildings / Facility Maintenance</b>																								
A-34	Comm. S	1	Community Hall Building Maintenance	Various hall maintenance items	45,000	CEF - Facilities						45,000												
A-35	Dev Serv	1	Municipal Building - Building Maintenance	Upgrades and enhancements to security	59,000	MP Reserve								59,000										
<b>Studies and other Initiatives</b>																								
A-36	Corp Serv	1	Ward Boundary Review (2016 Carryforward) *	Review of Ward Boundaries prior to election	40,200	MP Reserve								40,200										
A-37	Corp Serv	1	Core Services & Efficiency Review (2016 Carryforward)*		25,000	MP Reserve								25,000										
A-38	Comm. S	1	Indoor Pool Feasibility Study	Review of community needs for an indoor pool	30,000	DC Reserve / MP Reserve								3,000		27,000								
A-39	Comm. S	1	Canada Day - 150 Music Festival	Music Festival at Port Perry Fairgrounds	70,000	CEF - Heritage					70,000													
A-40	FES	1	Master Fire Plan (2016 Carryforward)*		25,000	MP Reserve / DC Reserve / Levy								12,500		12,500								
A-41	Finance	1	Asset Management Plan (2016 Carryforward)*	AMP for all assets except Roads and related already completed in 2014	25,000	MP Reserve								25,000										
A-42	Dev Serv	1	Heritage Grant Program (2016 Carryforward)* plus new		65,000	CEF - Heritage					65,000													
A-43	Dev Serv	1	Community Improvement Plan (CIP)		30,000	MP Reserve								30,000										
A-44	Dev Serv	1	Port Perry Employment Lands - Servicing and Roads Study		15,000	DC Reserve / MP Reserve								1,500		13,500								
<b>Total Capital 2017</b>					<b>1,029,200</b>									<b>196,200</b>		<b>53,000</b>	<b>600,000</b>							

\* The budget commitment for 2017 will be the estimated project cost less any 2016 expenditures already incurred.

1,029,200	Reserves
-	Grant / Other
-	Debenture
1,029,200	Total Capital

	Roads Levy Reserve	Hydro Reserve	Parks Reserve	CEF	Working Capital Reserve	Env'l Legal Reserve	MP Reserve	OCIF Funding	DC Reserve	Gas Tax	Airways Fill Reserve	Env'l Solar Fund (Comp Fees)	Self Insurance Loss Reserve	total
Opening Reserve Balances - January 1, 2016		(2,588,900)	(710,900)	(3,152,800)	(1,200,000)	(100,000)	(3,704,600)		(1,596,600)	(258,500)	(353,300)	-	(122,300)	(13,787,900)
Estimated Revenue for 2016	(110,800)		(13,400)	(1,143,300)			(67,200)		(167,800)	(655,800)			(78,500)	(2,236,800)
Expenditures / Commitments - 2016		100,000	164,800	1,768,200			1,259,300		174,500	891,900				4,358,700
Estimated Closing Balance - December 31, 2016	(110,800)	(2,488,900)	(559,500)	(2,527,900)	(1,200,000)	(100,000)	(2,512,500)	-	(1,589,900)	(22,400)	(353,300)	-	(200,800)	(11,666,000)
Estimated Revenue for 2017	(222,800)		(835,200)				(54,600)	(173,000)	(838,500)	(655,800)		(50,000)		(2,829,900)
Capital Commitments (per 2017 budget approved November 28th, 2016)	333,000	968,000	95,000	920,445			680,200	173,000	157,055	132,000		10,000		3,468,700
<b>Est. Closing Reserve Balances -Dec 31, 2017 (per November 28, 2016)</b>	<b>(600)</b>	<b>(1,520,900)</b>	<b>(464,500)</b>	<b>(2,442,655)</b>	<b>(1,200,000)</b>	<b>(100,000)</b>	<b>(1,886,900)</b>	<b>-</b>	<b>(2,271,345)</b>	<b>(546,200)</b>	<b>(353,300)</b>	<b>(40,000)</b>	<b>(200,800)</b>	<b>(11,027,200)</b>
2017 Addendum to Capital Commitments (per above)	-	-	-	180,000			196,200	-	53,000	600,000				1,029,200
Operating Capital Commitment estimates				85,900			105,000				37,500			228,400
<b>Estimated Closing Reserve Balances - December 31, 2017</b>	<b>(600)</b>	<b>(1,520,900)</b>	<b>(464,500)</b>	<b>(2,176,755)</b>	<b>(1,200,000)</b>	<b>(100,000)</b>	<b>(1,585,700)</b>	<b>-</b>	<b>(2,218,345)</b>	<b>53,800</b>	<b>(315,800)</b>	<b>(40,000)</b>	<b>(200,800)</b>	<b>(9,769,600)</b>

**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Community Services – Public Works

**Project Name:** Scugog Line 6 – Hwy 7 / 12 to Marsh Hill Road

**Staff Priority Ranking:** # 1

**Estimated Project Cost:** \$600,000

**Explanation of Expenditure:**

At the January 23, 2016 Township of Scugog Council meeting a resolution was passed by Council for staff to investigate the cost of reconstructing Scugog Line 6 from Highway 12 to 825 Scugog Line 6 (east of Marsh Hill Road) in 2017 and report back with the findings at the earliest convenience.

As a result of this resolution, staff have retained a geotechnical consultant to complete field investigations and staff are working with a pavement specialist to review various options on how to address the deteriorated condition of Scugog Line 6. The scope of work for this project will be based on the results of this assessment by Town staff and will be brought forward for Council endorsement prior to proceeding.

**Reference:**

Strategic Direction #1, Roads and Other Infrastructure; to “Grow Township financial reserves and access senior government funding in order to effectively build and maintain municipal infrastructure and capital assets.”

Strategic Direction #2, Financial Sustainability, to “Improve the financial sustainability of the Township through “smart” growth and development, and innovative funding and delivery of services.”

**Funding Source:** Federal Gas Tax - \$600,000

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**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Community Services – Recreation & Culture

**Project Name:** Community Hall Building Maintenance

**Staff Priority Ranking:** # 1

**Estimated Project Cost:** \$45,000

**Explanation of Expenditure:**

Annual Community Hall maintenance program is based, in part, on requests from the Hall Boards and the needs of facilities. Projects are assigned within annual budgeted allocation.

Island Hall South Door & Eaves (replacement)	\$5,000
Cartwright Hall Exterior (paint)	\$10,000
Hall/Facility Signs (Std Heritage signage)	\$5,000
Nestleton Hall foundation	\$25,000

**Reference:**

Strategic Direction #1 Roads and other infrastructure to “Grow Township financial reserves and access senior government funding in order to effectively build and maintain municipal infrastructure and capital assets”, through asset management.

**Funding Source:** CEF Facilities - \$45,000

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**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Development Services

**Project Name:** Building Maintenance

**Staff Priority Ranking:** 1

**Estimated Project Cost:** \$59,000

**Explanation of Expenditure:**

In late 2015, the Finance department requested the assistance of the Durham Regional Police Service to conduct a vulnerability walkthrough of the Municipal Office (inside and out), showing how security of the building could be enhanced to provide a safer and more secure environment for both visitors and staff. The review identified several building area enhancements including the following:

- Upgraded and additional security cameras - \$10,000
- Keyscan upgrade - \$20,000
- Review of front counter enhancements such as investigation of a glass or plexi-glass barrier at the tax counter; and height of the reception desk - \$29,000

**Reference:**

Strategic Direction #4, Municipal Services; to "Provide quality public services that are efficient, effective and affordable for the residents and businesses of Scugog" implement modern technologies to improve productivity and customer service.

**Funding Source:** MP Reserve - \$59,000

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**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Corporate Services

**Project Name:** Ward Boundary Review  
(Carryforward from 2016 Operating Budget)

**Staff Priority Ranking:** 1

**Estimated Project Cost:** \$40,200\*

\*The budget commitment for 2017 will be the estimated project cost less any 2016 expenditures already incurred.

**Explanation of Expenditure:**

At the December 12, 2016 Council meeting, Council approved Watson and Associates Economists Ltd. in association with Dr. Robert J. Williams to conduct a Ward Boundary Review for the Township of Scugog. This review will be completed by June, 2017.

**Reference:**

Strategic Direction #6, Community Engagement; to "Encourage the involvement of all Scugog citizens in sustaining and enhancing the quality of life in our community".

**Funding Source:** MP Reserve - \$40,200

**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Corporate Services

**Project Name:** Core Services and Efficiencies Review  
(Carryforward from 2016 Operating Budget)

**Staff Priority Ranking:** # 1

**Estimated Project Cost:** \$25,000\*

\*The budget commitment for 2017 will be the estimated project cost less any 2016 expenditures already incurred.

**Explanation of Expenditure:**

At the June 27, 2016 Council meeting the Township of Scugog approved the Strategic Plan. Within the Strategic Plan are six strategic directions. One of the Strategic directions involves Financial Sustainability and within that there is a requirement to conduct a core services review. This project is being undertaken to fulfill that requirement.

**Reference:**

Strategic Direction #2: Financial Sustainability, to "Improve the financial sustainability of the Township through "smart" growth and development, and innovative funding and delivery of services", through municipal partnership.

**Funding Source:** MP Reserve - \$25,000

**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Community Services – Recreation & Culture

**Project Name:** Indoor Pool Feasibility Study

**Staff Priority Ranking:** # 1

**Estimated Project Cost:** \$30,000

**Explanation of Expenditure:**

The Township and a developer have had discussions regarding the possibility of a joint venture community pool within that development.

The Township is seeking a consultant with experience in community pools feasibility studies to advise the Municipality on the following:

1. The need for an indoor pool;
2. The size and facility requirements for a community pool;
3. The costs of a community pool facility, including the incremental cost difference between the developers private pool proposal and a community pool; and,
4. Recommendation regarding a joint venture structure for the construction, operation, programming and joint venture partnership arrangements for the pool.

The Township's Development Charges Background report and By-law include provisions for the development of an indoor community pool.

**Reference:**

Strategic Direction #1 Roads and other infrastructure to "Grow Township financial reserves and access senior government funding in order to effectively build and maintain municipal infrastructure and capital assets", through asset development.

Strategic Direction # 4 Municipal Services to "Provide quality public services that are efficient, effective and affordable for the residents and businesses of Scugog", by reviewing the need and impact of a community pool facility that will improve the quality of life for residents in all stages of life.

2014 Development Charge Background Study – Appendix B-3, Table 2, Item 3.1.3

Parks and Recreation Master Plan

<b>Funding Source:</b>	2014 DC Reserve Fund -	\$27,000
	MP Reserve -	\$3,000

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**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Community Services – Recreation & Culture

**Project Name:** Canada Day – 150 Music Festival  
(Pre-budget approval – 2017)

**Staff Priority Ranking:** # 1

**Estimated Project Cost:** \$70,000

**Explanation of Expenditure:**

The Purpose of the Canada 150 Music Festival is to work in partnership with the community and Council to plan and organize the Canada 150 Music Festival at the Port Perry Fairgrounds in the Township of Scugog for the Canada 150 Celebrations.

**Reference:**

Strategic Direction # 6 Community Engagement to “Encourage the involvement of all Scugog citizens in sustaining and enhancing the quality of life in our community”.

**Funding Source:** CEF Heritage - \$70,000



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**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Fire & Emergency Services

**Project Name:** Master Fire Plan  
(Carryforward from 2016 Operating Budget)

**Staff Priority Ranking:** 1

**Estimated Project Cost:** \$25,000\*

\*The budget commitment for 2017 will be the Estimated Project Cost less any 2016 expenditures already incurred.

**Explanation of Expenditure:**

The Master Fire Plan project is to assess the findings and recommendations of the 2014 Fire Organizational and Operational Review, update the data to include 2014 and 2015 statistics, assess the Township's current legislative compliance, and to identify recommendations for providing the most effective and efficient level of fire protection services at the best value to the community.

**Reference:**

Strategic Direction #4, Municipal Services to "Provide quality public services that are efficient, effective and affordable for the residents and businesses of Scugog.

<b>Funding Source:</b>	MP Reserve	- \$12,500
	DC Reserve Fund	- \$12,500

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**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Finance

**Project Name:** Asset Management  
(Carryforward from 2016 Operating Budget)

**Staff Priority Ranking:** 1

**Estimated Project Cost:** \$25,000\*

\*The budget commitment for 2017 will be the estimated project cost less any 2016 expenditures already incurred.

**Explanation of Expenditure:**

Hemson Consulting Ltd. was contracted for the development of an Asset Management Plan for Township's assets (excluding Roads and Infrastructure). Council approved the use of \$25,000 from Municipal Project Reserve to fund the project. Estimated expenditures for this projects as of December 31, 2016, are \$12,874.

**Reference:**

Strategic Direction #1, Roads & Other Infrastructure: to "Grow Township financial reserves and access senior government funding in order to effectively build and maintain municipal infrastructure and capital assets".

The Province legislated municipalities to develop an Asset Management Plan for their Roads and Infrastructure Assets in 2013. The Province expanded the requirements and asset management plans now must be inclusive of all of the Township's assets. The Township began work on this requirement in 2016 and expects to complete the process in early 2017.

**Funding Source:** MP Reserve - \$25,000



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**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Development Services

**Project Name:** Heritage Grant Program - Carryforward

**Staff Priority Ranking:** 1

**Estimated Project Cost:** \$65,000

**Explanation of Expenditure:**

In 2016, \$35,000 was budgeted for the proposed Heritage Grant Program. Because the Program launch was delayed to later in the year, the budgeted amount of \$35,000 for 2016 was not used. The Heritage and Museum Advisory Committee requested that these funds be carried forward to 2017.

Thirty-five thousand dollars has been budgeted for this program in 2017, making \$65,000 available in 2017 to facilitate a physical upgrading of building facades located within the Heritage Conservation District in the Port Perry Urban Area.

**Reference:**

Strategic Direction #3: Economic Development: to "Create the conditions to develop and attract new business and employment opportunities to the Township."

**Funding Source:** MP Reserve - \$65,000

**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Development Services

**Project Name:** Community Improvement Plan (CIP)

**Staff Priority Ranking:** 1

**Estimated Project Cost:** \$30,000

**Explanation of Expenditure:**

The Scugog Official Plan identifies the Main Central Area and Gateway Regeneration Area designations as Community Improvement Areas. In addition, the Official Plan specifies that Council may by by-law establish other Community Improvement Areas, as appropriate, subject to an area fulfilling the applicable criteria for designation. Currently, the Township provides a Heritage Grant Program that enables landowners to obtain funding to facilitate the physical upgrading of building facades located within the Heritage Conservation District.

The Township's designated Employment Area due to deficiencies in servicing and the road network would also qualify as a Community Improvement Area. A consultant is required to prepare urban design guidelines and alternative development concepts including potential road patterns and servicing schemes to guide future development for public consultation and review. In addition, a consultant is required to identify the types of programs available for landowners in the Port Perry Employment Area to revitalize their lands, and attract new business and employment opportunities to the Township. Further, a financial impact analysis will need to be completed to determine the potential impacts that the programs will have on the Township's budget.

**Reference:**

Strategic Direction #2: Financial Sustainability, to "Improve the financial sustainability of the Township through "smart" growth and development, and innovative funding and delivery of services."

Strategic Direction #3: Economic Development: to "Create the conditions to develop and attract new business and employment opportunities to the Township."

**Funding Source:** MP Reserve - \$30,000

**Township of Scugog  
2017 Addendum to Capital Budget**

**Department:** Development Services

**Project Name:** Port Perry Employment Lands – Servicing and Roads Study

**Staff Priority Ranking:** 1

**Estimated Project Cost:** \$15,000

**Explanation of Expenditure:**

In April 2008, Council endorsed the Port Perry Employment Secondary Plan that examined, among other issues:

- the suitability of the lands for employment type uses;
- a road pattern to provide for the efficient use of public and private services and to facilitate a logical flow of traffic through the area;
- urban design elements to be incorporated as conditions of site plan and lot creation approvals;
- phasing of development; and
- the implications of extending municipal services to the Employment Area.

The study results contained in this document were incorporated as part of Official Plan Amendment No. 5 to the Port Perry Secondary Plan.

With the impending extension of municipal water along Scugog Line 6 and the changing requirements of the existing landowners in the Employment Area, the Port Perry Employment Secondary Plan needs to be updated. An updated document is required to attract new business, accommodate business expansions, and promote employment opportunities.

**Reference:**

Strategic Direction #1, Roads and Other Infrastructure; to “Grow Township financial reserves and access senior government funding in order to effectively build and maintain municipal infrastructure and capital assets”.

Strategic Direction #2: Financial Sustainability, to “Improve the financial sustainability of the Township through “smart” growth and development, and innovative funding and delivery of services.”

Strategic Direction #3: Economic Development: to “Create the conditions to develop and attract new business and employment opportunities to the Township.”

<b>Funding Source:</b>	MP Reserve -	\$1,500
	2014 DC Reserve Fund -	\$13,500