



OFFICE OF THE CAO/STRATEGIC INITIATIVES
 TOWN OF NEWMARKET
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December 1, 2015

**OFFICE OF THE CAO/STRATEGIC INITIATIVES
 INFORMATION REPORT 2015-12**

TO: Mayor Van Bynen and Members of Council
 SUBJECT: Q3 Municipal Administration and Management Report
 ORIGIN: Office of the CAO/Strategic Initiatives

In accordance with the Town’s Procedural bylaw, any Member of Council may make a request to the Town Clerk that this Information Report be placed on an upcoming Committee of the Whole agenda for discussion.

COMMENTS

This Report serves as the third quarter administrative update to Council on municipal management and operations as initiated through CAO/Strategic Initiatives Report 2015-10. This third quarter report provides Council with updates on matters affecting Council’s Strategic Priorities in the areas of Community Engagement (service request trends experienced in the Customer Services department) and Financial Management (third quarter financial results and capital projects) as linked in the chart below.

Council Strategic Priority	Report / Memorandum	Report #
Community Engagement	2015 Third Quarter Report - Customer Services Department	2015 - 34
Financial Management	2015 Third Quarter Report - Operating, Capital, Water & Wastewater, Investment Summary	2015 - 49
	Capital Projects Status Report – Q3 2015	Memo

BUSINESS PLAN AND STRATEGIC LINKAGES

Improved Council reporting is one of the Strategic Leadership Team’s actions to deliver on Council’s 2014-2018 Strategic Priorities by providing “even better communication” and aligning daily work activities. This Report also supports the Strategic Plan direction Well-Equipped and Managed through leading-edge management and the efficient management of municipal services by improving corporate operations.

CONSULTATION

Staff will continue to incorporate additional information updates in consultation with the Operational Leadership Team into quarterly, semi-annual and annual reports and monitor feedback received from Members of Council.

The next report to Council will be in February or March 2016 in the form of a Q4 - Annual Report.

HUMAN RESOURCE CONSIDERATIONS

The recommendations contained in this report have no immediate impact on staffing levels.

BUDGET IMPACT - Operating and Capital Budgets (Current and Future)

This report has no direct impact on the Town's operating or capital budgets.

CONTACT

For more information on this report, contact Bob Shelton, CAO at 905-953-5300 Ext. 2031 or bshelton@newmarket.ca .



Bob Shelton, Chief Administrative Officer

RNS/cw

e-copies: Strategic Leadership Team
Operational Leadership Team
Clerk's Office (info@newmarket.ca)



INFORMATION REPORT
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November 19, 2015

**COMMUNITY SERVICES – CUSTOMER SERVICES
INFORMATION REPORT # 2015 - 34**

TO: Mayor Van Bynen and Members of Council

SUBJECT: 2015 Third Quarter Report - Customer Services

ORIGIN: Manager, Customer Services Department

In accordance with the Procedure By-law, any Member of Council may make a request to the Town Clerk that this Information Report be placed on an upcoming Committee of the Whole agenda for discussion.

COMMENTS

The purpose of this report is to provide Members of Council with the 2015 - third quarter trends and results by ward and town wide. The attached charts represent service requests as captured in our CRM system by either Customer Services staff or by staff in the Mayor and Councillors' offices.

Some of the highlights in the Customer Services department are as follows:

- Service requests, as a percentage of total calls, are increasing;
- Total call volumes are trending downward while counter, email and social media contacts are increasing;
- Requests for Parking Exemption is the highest type of service request in all wards, with the exception of Ward 4, which has Property Standards complaints as the top issue, followed by requests for Parking Exemption;
- Wards 6 and 7 have significantly higher volumes of requests for Parking Exemptions than all other wards;
- Enhanced service transactions at the Customer Service Kiosks at the Magna Centre and Ray Twinney Complex are steadily increasing, with the third quarter in 2015 being 163% higher than third quarter 2014.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Tracking and reporting on trends and customer feedback supports the Town's strategic directions of being Well-Equipped and Managed by demonstrating Service Excellence.



CONSULTATION

Not applicable to this report.

HUMAN RESOURCE CONSIDERATIONS

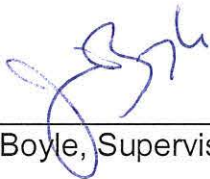
Not applicable to this report.

BUDGET IMPACT

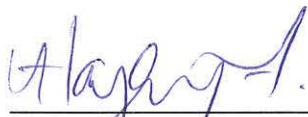
None

CONTACT

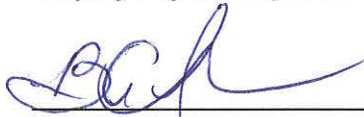
For more information on this report contact: Jamie Boyle (jboyle@newmarket.ca or extension 2254) or Bonnie Munslow (bmunslow@newmarket.ca or extension 2251).



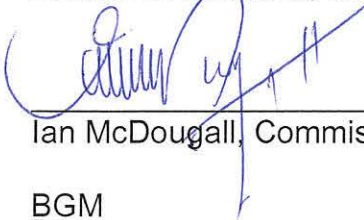
Jamie Boyle, Supervisor, Customer Service Centre



Hayley Fryer, Supervisor, Customer Service Kiosks



Bonnie G. Munslow, Manager, Customer Service



Ian McDougall, Commissioner, Community Services

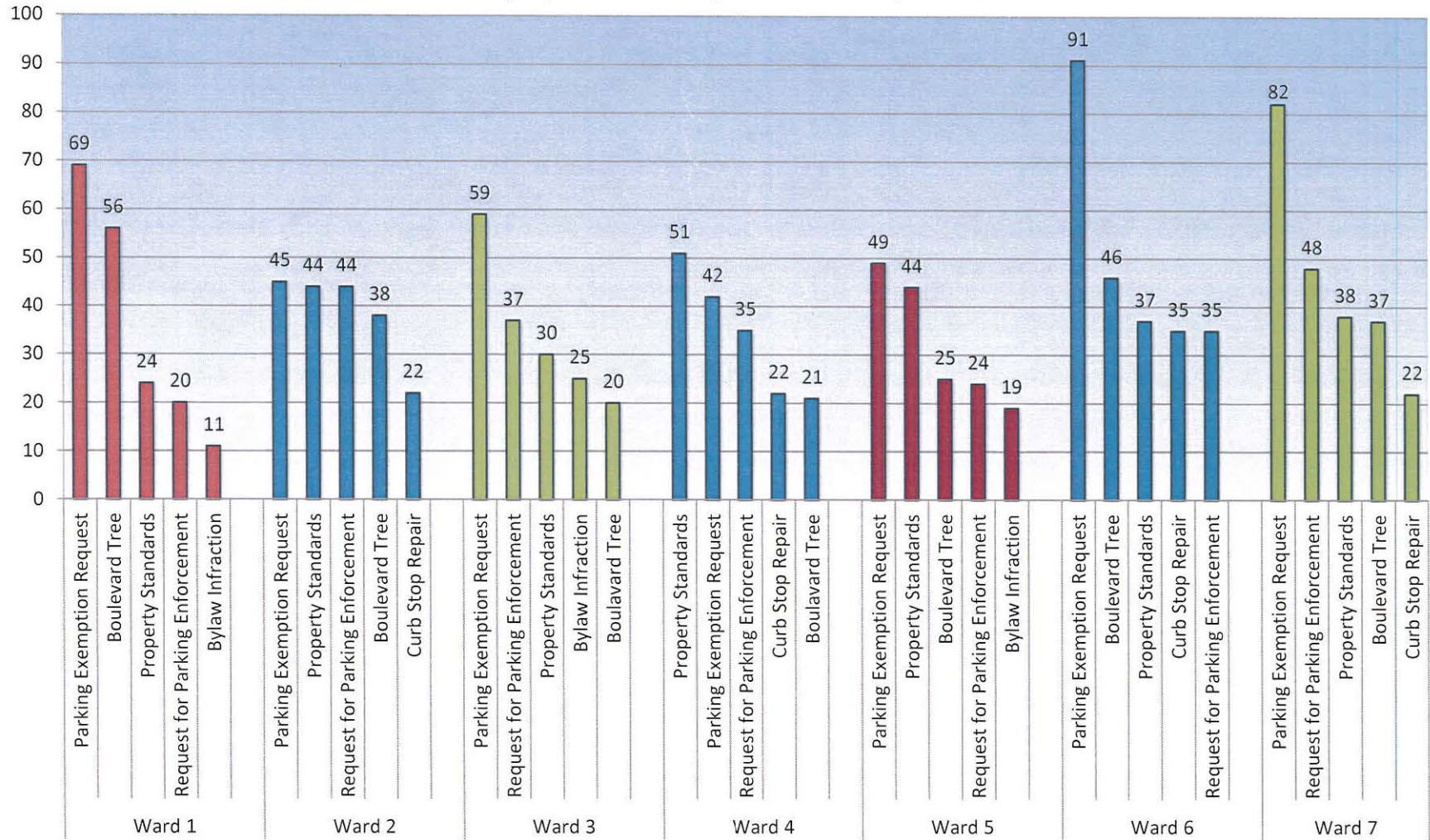
BGM

Attachments:

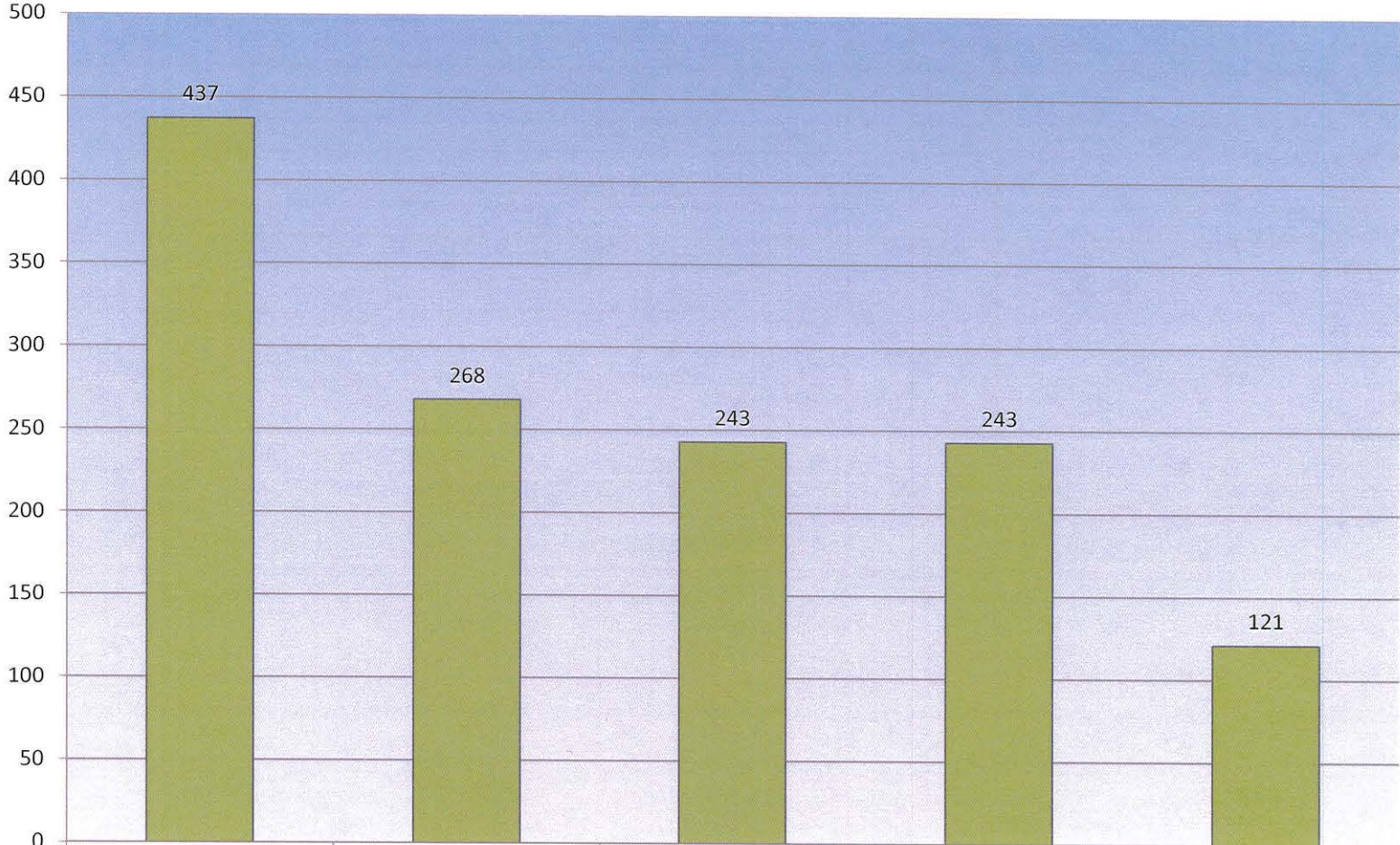
Q3 - Top 5 Service Requests by Ward

Q3 - Top 5 Service Requests Town Wide

Top 5 Service Issues By Ward July 1, 2015 - September 30, 2015



Town Wide Top 5 Service Issues July 1, 2015 - September 30, 2015



	Parking Exemption Request	Property Standards	Request for Parking Enforcement	Boulevard Tree	Curb Stop Repair
■ Service Requests	437	268	243	243	121
% of Service Requests	18.5%	11.4%	10.3%	10.3%	5.1%



**Dawn Schellenberg,
Manager of Finance and Accounting**

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November 13, 2015

CORPORATE SERVICES INFORMATION REPORT - FINANCIAL SERVICES-2015-49

TO: Mayor Tony Van Bynen and Members of Council
Committee of the Whole

SUBJECT: 2015 Third Quarter Report – Operating, Capital, Water & Wastewater, Investment
Summary

ORIGIN: Manager of Finance and Accounting

In accordance with the Procedure Bylaw, any member of Council may request an Information Report to be placed on an upcoming Committee of the Whole agenda for discussion.

COMMENTS

The purpose of this report is to advise Council on the third quarter results for 2015. Projections indicate that although some revenue budget targets will not be achieved by year-end, there will be offsetting one-time unbudgeted items to compensate.

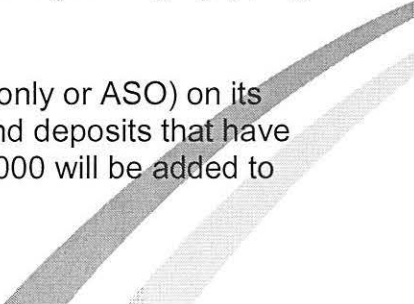
Tax Supported Operating Budget

Revenues to the end of September totaled \$69,564,063, while expenditures totaled \$57,177,587 for the same period, creating a surplus of \$12,386,476. The reason for the large surplus is that final residential and commercial tax bills have been issued. Although there currently is a favorable variance of \$716,786 compared to budget, this is not expected to continue. With the exception of a small supplementary tax run, there will be no additional property tax revenues in the final quarter of the year.

C.A.O. - Office

Consulting and training costs are both below budget and there has been managed wage gapping in staffing areas.

With the Town moving to self-insurance (known as administrative services only or ASO) on its health and dental insurance, it has the opportunity to recognize reserves and deposits that have been held by the insurance company. These funds, in the amount of \$800,000 will be added to



the Town's tax-supported operating fund. The majority of the funds will be accounted for as prior period adjustments, but still can be applied to offset a potential deficit in 2015.

Corporate Services

Revenues are tracking below budget; mainly as a result of lower parking infraction and bingo license revenue. The revenue variances are expected to improve somewhat, but the year-end result is projected to be under budget by approximately \$200,000. These revenues have been adjusted in the 2016 budget to reflect recent actual results. The favorable expense variance is mainly due to lower than expected insurance premiums for 2015.

Central York Fire Services

Salaries and benefits for Central York Fire Services were \$276,000 under budget at the end of the third quarter due to staff gapping, as two budgeted positions weren't yet filled. Other expenses combined are \$207,000 below budget. CYFS is currently facing a higher degree of overtime due to operational staffing matters but a surplus in the \$100,000 to \$300,000 range is projected. A proposal has been recommended by the Joint Council Committee (JCC) to re-allocate this surplus back to the contributing parties on the basis that the CYFS reserve fund is sufficient. The normal procedure as outlined in the Joint Services Agreement is that any surplus is to be transferred to the reserve; this is a one-time exception. If this is approved by the two municipal councils, Newmarket's share would be in the \$60,000 to \$180,000 range.

Community Services

Timing differences and staff gapping account for the expense and revenue variances in this commission. Expenditures are \$143,786 below budget mainly due to lower contracted services and material costs related to service delivery. Despite revenues showing a favorable variance of \$178,605 due mainly to Spring, Summer, Fall, and Seniors program fees, revenues are projected to fall short of the year-end budget targets by about \$400,000. These revenues have been adjusted in the 2016 budget to reflect current trends.

Development & Infrastructure Services

Revenues at the end of the third quarter were \$163,631 below budget due mainly to parking permit fees. Parking permit fees have been reduced in the 2016 budget by \$150,000 to reflect the net revenue after funding the Charles Street parking debenture. Solar revenues are also lower than budget, partially due to the delay in installing solar panels at the Magna Center. Expenditures are \$322,610 below budget mainly as a result of annual maintenance programs, waste collection expenses and staff gapping. These have been partially offset by higher utility costs associated with streetlight maintenance costs.

The final payment of \$20,547 from the province regarding the 2013 ice storm claim was recorded in September. This amount and the interim payment of \$43,550 have been applied to the Winter Control Reserve.

Newmarket Public Library

The Library's year-end position is not expected to vary significantly from budget. The Library Board has accepted a proposal to set a target for its general reserve requirements and to return to the Town any surplus funds. This could reduce the 2015 grant from the Town by \$50,000 to \$100,000. This does not affect the budget for future grants.

General Government

Lower interest rates continue to impact our investment income. As a result, it is projected that we will be below budget.

Taxation

Tax revenues reflect the billing for both interim and final residential and commercial property taxes at the end of September. Final supplementary taxes will be billed in the fourth quarter of the year. Supplementary tax revenues are expected to be \$300,000 to \$400,000 lower than budget by year-end.

We continue to be challenged by property tax assessment appeals. A proactive assessment strategy is being implemented to address this, however there are still some significant commercial and industrial properties with outstanding appeals for 2013, 2014 and 2015 that will impact our net growth and revenue through the rest of 2015 and into 2016. Council has been updated on the strategy through an information report as well as a Council workshop with a further report being prepared.

Growth is trending below our ten year average of 1.8%. MPAC is projecting our final net growth to be only 0.8% for the year.

Implications for the 2016 Tax-Supported Operating Budget

The "right-sizing" of revenue is included in the 2016 budget as a major driver.

Capital Budget

Approximately \$10.8 million or 18.8% of the \$57.5 million in budgeted capital expenditures was spent at the end of the third quarter. \$2.4 million was spent on the Old Town Hall, \$474,000 was spent on the Bayview Avenue Pumping Station, \$2.4 million was incurred on the Honeywell Retrofit Project, \$2.3 million was for road projects, and \$1.1 million was for vehicle and equipment replacement.

It is anticipated that there will be a substantial carry-over of unspent capital budgets into 2016.

Water and Wastewater Budget

Water consumption volumes are lower than projected. As a result, revenues from user charges are approximately \$1.3 million lower than budget, while costs charged by the Region are \$1.1 million lower than budget.

The severe winter necessitated emergency repairs that were contracted out due to staff shortages at the beginning of the year. \$738,000 was spent on maintenance in the first six months. There have been some cost savings in general maintenance accounts and additional revenues to offset these variances. A \$122,597 credit was received from York Region for flushing in 2012. Additional development charge funding was identified in our 2014 Development Charges (DC) study for the Operations Centre debt. This includes the unused 2014 portion (\$532,961) and the 2015 allocation (\$548,123).

At this point in time, by deferring the budgeted \$700,000 in transfers to the rate stabilization funds, it is anticipated that the water and wastewater funds will end the year with a positive balance.

Implications for the 2016 Water and Wastewater Budgets

The 6-year water and wastewater financial plans are being updated to reflect the lower consumption levels that are being experienced. Successful conservation is resulting in both lower per-capita consumption of water and lower total consumption. This has been accounted for in the proposed 2016 budget and water rates.

Investments

Active investments:

The Investment Summary for the nine months ended September 30, 2015 (attached) provides the details of all investments held during the first nine months of 2015. In September a \$40,000,000 six month non-redeemable GIC was purchased. The 2015 capital program includes an investment for water meter replacement (\$6.7 million) which will likely be carried forward to 2016. The streetlight retrofit project is nearing completion.

None of our investments are subject to any variance between initial cost and market value.

The average weighted yield was 2.62% compared to a weighted average benchmark of 1.22% for the nine month period. We earned incremental income of \$165,786, \$131,250 of which was transferred to the Tax-Supported Operating Fund, as approved by Council in the 2015 budget. The remaining \$34,536 was allocated proportionally to the Reserve Funds.

At the end of the third quarter, the investment portfolio included:

- \$8,860,747 (16.4%) in non-traditional investments;
- \$45,000,000 (83.5%) GIC's with a major bank;
- \$53,861 (0.1%) loan to an external party

In the opinion of the Treasurer, all investments made were in line with the investment policies, strategies and goals adopted by the Town.

Passive investments:

In addition to the active investment income noted above, interest was earned on our bank accounts. For the nine-month period, the Royal Bank of Canada has paid the Town \$730,598 in interest. \$268,052 was earned by the operating fund and the balance was earned by, and added to, the reserve funds. These funds earned interest at an annual rate of 1.25% up to January 27, 1.10% when the prime rate dropped on January 28, and 0.95% when the prime rate dropped further on July 16. As recommended by our external auditors during the 2014 audit, we have recognized cumulative interest on developer deposits of \$267,801 as revenue, as there is no policy to refund it, nor any expectation that it will be paid. This is a one-time unbudgeted revenue.

Other Items

Policy Update

A number of financial policies are in the final stages of review and will be coming forward in January – reserves and reserve funds, asset replacement fund, debt, investments, banking and other authorizations, donations and mileage reimbursement.

We have also engaged the internal audit department at York Region to do a review of our accounting for benefits which we have some discretion over, including long-term disability, post-retirement benefits, and our health and dental which changed from premium-based to administrative services only (ASO) at the beginning of 2015. Recommendations from the above with a financial impact will be reflected in the fourth quarter results and will be applied to offset the revenue shortfall.

CONTACT

For more information on this report, contact: Dawn Schellenberg at 905-953-5300, ext. 2104 or via e-mail at dschellenberg@newmarket.ca



Dawn Schellenberg, CPA, CA
Manager of Finance and Accounting



Mike Mayes, CPA, CGA
Director, Financial Services/Treasurer



Anita Moore, AMCT
Commissioner, Corporate Services

DS/ne

- Attachments:
- 2015 Third Quarter Results-Operating Results (1 pg.)
 - 2015 Third Quarter Capital Expenditures (1pg.)
 - 2015 Third Quarter Water and Wastewater Operating Results (1 pg.)
 - Investment Summary for the Nine Months Ended September 30, 2015 (1pg.)

**Town of Newmarket
2015 Third Quarter
OPERATING RESULTS**

Departments	Year-to-Date (September 30, 2015)			Full Year
	ACTUAL	BUDGET	VARIANCE	Budget
	\$	\$	\$	\$
Members of Council				
<i>Revenues</i>	23	-	23	-
<i>Expenditures</i>	926,898	946,606	19,708	1,280,340
Net surplus/(deficit)	(926,875)	(946,606)	19,731	(1,280,340)
C.A.O. - Office				
<i>Revenues</i>	29,265	6,750	22,515	245,000
<i>Expenditures</i>	2,233,401	2,574,726	341,325	3,072,958
Net surplus/(deficit)	(2,204,137)	(2,567,976)	363,839	(2,827,958)
Corporate Services				
<i>Revenues</i>	794,169	1,151,052	(356,883)	1,534,767
<i>Expenditures</i>	8,087,887	8,149,365	61,478	10,542,669
Net surplus/(deficit)	(7,293,718)	(6,998,313)	(295,405)	(9,007,902)
Central York Fire Services				
<i>Revenues</i>	256,539	286,279	(29,740)	295,530
<i>Expenditures</i>	8,624,620	9,143,402	518,781	13,132,074
Net surplus/(deficit)	(8,368,082)	(8,857,123)	489,041	(12,836,544)
Community Services				
<i>Revenues</i>	4,931,635	4,753,030	178,605	6,634,672
<i>Expenditures</i>	6,828,680	6,972,466	143,786	9,142,724
Net surplus/(deficit)	(1,897,045)	(2,219,436)	322,391	(2,508,052)
Development & Infra. Services				
<i>Revenues</i>	4,946,532	5,110,163	(163,631)	8,265,131
<i>Expenditures</i>	23,832,024	24,154,634	322,610	34,273,869
Net surplus/(deficit)	(18,885,492)	(19,044,471)	158,979	(26,008,738)
Library Services				
<i>Revenues</i>	194,007	204,842	(10,835)	342,727
<i>Expenditures</i>	2,293,190	2,428,666	135,476	3,258,541
Net surplus/(deficit)	(2,099,183)	(2,223,824)	124,641	(2,915,814)
General Government				
<i>Revenues</i>	1,477,024	1,530,706	(53,682)	3,453,109
<i>Expenditures</i>	1,881,121	1,886,240	5,119	2,512,739
Net surplus/(deficit)	(404,096)	(355,534)	(48,562)	940,370
Debt Servicing				
<i>Revenues</i>	2,163,945	2,160,707	3,238	3,380,944
<i>Expenditures</i>	3,512,223	3,512,223	0	4,238,853
Net surplus/(deficit)	(1,348,278)	(1,351,516)	3,238	(857,909)
Property Taxes				
<i>Revenues</i>	54,770,924	55,104,651	(333,727)	55,767,375
<i>Expenditures</i>	584,677	497,500	(87,177)	634,000
Net surplus/(deficit)	54,186,247	54,607,151	(420,904)	55,133,375
Allocations				
<i>Revenues</i>	-	-	-	-
<i>Expenditures</i>	(1,627,134)	(1,627,337)	(203)	(2,169,512)
Net surplus/(deficit)	1,627,134	1,627,337	(203)	2,169,512
GRAND-TOTAL				
<i>Revenues</i>	69,564,063	70,308,180	(744,117)	79,919,255
<i>Expenditures</i>	57,177,587	58,638,490	1,460,903	79,919,255
Net surplus/(deficit)	12,386,476	11,669,690	716,786	-

Town of Newmarket

2015 Third Quarter

CAPITAL EXPENDITURES

Commission / Department / Area	Year-to-Date Actual (September 30, 2015) (\$)	Budget for 2015 (\$)	% of Spending
<u>General Government</u>			
	10,047	4,837,021	0.2%
Total	10,047	4,837,021	0.2%
<u>Corporate Services</u>			
Information Technology	267,155	2,498,482	10.7%
Legislative Services	52,912	291,044	18.2%
Total	320,067	2,789,526	11.5%
<u>Community Services</u>			
Recreation & Culture Services	57,363	821,935	7.0%
Total	57,363	821,935	7.0%
<u>Development & Infrastructure Services</u>			
Planning & Building	85,359	1,017,416	8.4%
Roads	2,323,391	19,922,236	11.7%
Water	75,368	8,435,179	0.9%
Wastewater	485,282	705,422	68.8%
Facilities	2,656,445	2,911,023	91.3%
Parks	1,371,847	5,799,541	23.7%
Trails	541,967	2,043,151	26.5%
Other	2,481,510	4,661,340	53.2%
Total	10,021,169	45,495,308	22.0%
<u>Library Services</u>			
	68,389	1,258,984	5.4%
Total	68,389	1,258,984	5.4%
<u>Central York Fire Services</u>			
	328,466	2,262,707	14.5%
Total	328,466	2,262,707	14.5%
GRAND TOTAL			
	10,805,501	57,465,481	18.8%

Town of Newmarket

2015 Third Quarter

WATER & WASTEWATER OPERATING RESULTS

Area	Year-to-date (September 30, 2015)				Full Year Budget \$
	Actual	Budget	Variance		
	\$	\$	\$	%	
Water Rate Group					
<i>Revenues</i>	11,834,838	11,958,364	(123,526)	-1.0%	15,720,573
<i>Expenditures</i>	10,944,093	10,659,505	(284,588)	-2.7%	14,107,639
Net	890,745	1,298,859	(408,114)	-45.8%	1,612,934
Wastewater Rate Group					
<i>Revenues</i>	12,108,973	12,989,457	(880,484)	-6.8%	17,071,579
<i>Expenditures</i>	10,427,558	11,965,678	1,538,120	12.9%	15,812,059
Net	1,681,415	1,023,779	657,636	64.2%	1,259,520
Allocations					
<i>Revenues</i>	-	-	-	0.0%	-
<i>Expenditures</i>	1,627,132	1,627,132	0	0.0%	2,169,512
Net	(1,627,132)	(1,627,132)	0	0.0%	(2,169,512)
Transfer To/ From Rate Stabilization Reserves					
<i>Revenues</i>	-	-	-	0.0%	-
<i>Expenditures</i>	527,206	527,206	0	0.0%	702,942
Net	(527,206)	(527,206)	0	0.0%	(702,942)
GRAND-TOTAL					
<i>Revenues</i>	23,943,810	24,947,821	(1,004,011)	-4.0%	32,792,152
<i>Expenditures</i>	23,525,989	24,779,521	1,253,532	5.1%	32,792,152
Net	417,822	168,300	249,522	148.3%	-

Investment Summary for the Nine Months Ended September 30, 2015

Description	Principal Amount		Starting Date	Term	January 1 to September 30, 2015			
	2015-01-01	2015-09-30			Interest Rate	Return on Investment	Benchmark Return	Incremental Income
CIBC - GIC	\$5,000,000	\$5,000,000	2013-11-01	2 years	2.10%	\$78,534	\$40,110	\$38,425
CIBC - GIC	\$0	\$40,000,000	2015-09-16	180 days	1.25%	\$20,548	\$15,616	\$4,932
Royal Bank - GIC	\$20,000,000	\$0	2014-02-07	1 year and 2 days	1.43%	\$29,775	\$25,184	\$4,591
Loan - Newmarket Soccer Club Development Charges and Planning Fees	\$60,593	\$53,861	2011-09-30	10 years	4.00%	\$1,723	\$462	\$1,260
Loan - Newmarket Soccer Club Indoor Facility Mortgage	\$2,293,063	\$0	2013-12-20	3 years *	Prime Rate** +2%	\$5,968	\$1,492	\$4,476
Internal Loan -Solar Panels (2013, Various Facilities)	\$252,703	\$245,172	2013-12-01	20 years	Prime Rate**	\$5,611	\$2,006	\$3,605
Internal Loan - RJT Solar Panels (2014)	\$640,000	\$622,279	2015-01-01	20 years	Prime Rate**	\$14,224	\$5,085	\$9,139
Internal Loan - Honeywell Phase 2 Energy Retrofit Project	\$5,577,795	\$7,993,296	2013-12-10	20 years	Prime Rate**	\$154,646	\$55,287	\$99,358
Total	\$33,824,154	\$53,914,608				\$311,029	\$145,244	\$165,786
Operating Budget, transferred to the Tax-Supported Operating Fund in 2015 per the Investment Strategy								\$131,250
Incremental investment income allocated to reserve funds in 2015 per the Investment Strategy								\$34,536

*The amount was fully paid up on January 19, 2015.



Peter Noehammer, Commissioner of Development & Infrastructure Services
TOWN OF NEWMARKET
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905.895.5193

TO: Mayor
Members of Council

FROM: Peter Noehammer, Commissioner, Development & Infrastructure Services

DATE: November 27, 2015

RE: Capital Projects Status Report – Q3 2015

Attached to this memorandum is a brief summary of Development & Infrastructure Services Capital Projects and their status for the third quarter of 2015. Note that this is not a full list of all capital projects but a list that contains projects which are of particular interest to members of Council.

Should you have any question please feel free to call me.

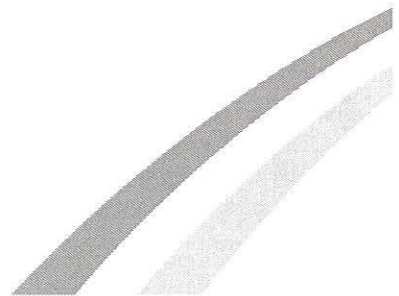
Regards,

A handwritten signature in blue ink, appearing to be 'P. Noehammer'.

For P. Noehammer,
Commissioner, Development & Infrastructure Services

PN005M:wm

Copy: R.N. Shelton, CAO
I. McDougall, Commissioner, Community Services
A. Moore, Commissioner, Corporate Services
C. Kalimootoo, Director, Public Works Services
R. Prudhomme, Director, Engineering Services
R. Nethery, Director, Planning & Building Services



Development Infrastructure Services
2015 Q3 Capital Projects Report

Project Name	Area Responsible	Budget	Start Date	End Date	Council Update
Davis Dr. & Yonge St. Infrastructure Improvement	Engineering	\$ 5,529,988	2012	Q4 2016	Davis Drive - Walkdowns for Davis on-going- nearing completion. Yonge St. - Watermain has been de-scoped due to high pricing.
Woodland Court Reconstruction	Engineering	\$ 550,000	Project Complete- warranty period till August 26, 2016		
Forest Glen Reconstruction	Engineering	\$ 500,000	Q2 2015	Q3 2016	Joint project with LSRCA. Scheduled for Spring 2016 construction
Strigley St. Reconstruction	Engineering	\$ 1,988,641	Q2 2015	Q4 2015	Project underway and on schedule to be completed by year end. Includes sewer, water, curb, sidewalk and road reconstruction
Old Town Hall Restoration	Engineering	\$ 1,336,480	2010	Q1 2016	Contractor has reported a delay in construction, scheduled for opening in Spring 2016
TT Trail-Davis Dr.Underpass	Engineering	\$ 987,765	Q3 2012	Q3 2016	Additional funding requested in 2016 Budget. Upon Budget approval construction to begin Spring 2016 with completion in Fall 2016.
Storm Water Management Maintenance	Engineering	\$ 640,611	Project Complete		
Kingston Rd./Harrison Dr.	Engineering	\$ 416,218	Project Complete		
Leslie Sidewalk- Mulock to South Town Limit	Engineering	\$ 280,000	Q2 2015	Q3 2016	York Region is constructing a sidewalk as part of their project on the Town's behalf. They advise construction to begin in November completed by late 2016.
Leslie Street- Mulock to Gorham	Engineering	\$ 240,000	Q3 2015	Q3 2016	York Region is constructing a sidewalk as part of their project on the Town's behalf. They advise construction to begin in November completed by late 2016.
Trail-West of Fairy Lake	Engineering	\$ 551,924	Project Complete- warranty period till November 9, 2016		
Sign.&Landscape-Town Entrances (Bathurst & David; Hwy 404)	Engineering	\$ 250,000	Q1 2015	Q2 2016	Construction commenced to be completed in 2015 with landscaping to be completed after York Region Bathurst/Davis Intersection improvements are completed in 2016.
Bridge Repairs	Engineering	\$ 421,108	Q1 2016	Q3 2016	Detailed Condition Survey done for Main St. Bridge 11.
Bayview Ave. Pumping Station	Engineering	\$ 205,380	Substantially Complete		MOE Approval Pending
Second St. Reconstruction	Engineering	\$ 200,000	Project Complete		
Interim Sidewalk-Main St. North	Engineering	\$ 109,044	Substantially Complete		Deficiencies outstanding. Curb to be replaced. Pedestrian handrail outstanding.
395 Mulock Trail Bridge	Engineering	\$ 96,412	Substantially Complete		Minor deficiencies to be completed for the memorial bench and flag stone.
Sidewalk- Yonge.TTT to Savage	Engineering	\$ 83,944	Project Complete- warranty period till September 10, 2016		
Water & Sanitary Collection Master Plan	Engineering	\$ 142,186	Q2 2015	Q1 2016	Data has been collected. Modeling almost complete with recommendations in early 2016

Development Infrastructure Services
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Leash Free Dog Park	Engineering	\$ 67,040			Project Complete
Comfort Lane Walkway Bridge	Engineering	\$ 60,941			Project Complete
Parking Studies/Reviews	Engineering	\$ 181,628	Q4 2015	2016	Pending Direction from Community Centre Lands Task Force on long term parking
Main Street Sidewalk- South of Green Lane	Engineering	\$ 40,800			Project Complete
Construction of New Offices - Operation Centre	PWS - Facilities	\$ 150,000			Project Complete
Replace Joe P. Park Outdoor Washroom	PWS - Facilities	\$ 75,000	Q3 2015	Q2 2016	Currently working on final design. Completion for Q2 2016.
Lions Park Tennis Courts- Surface Replacement	PWS - Parks	\$ 125,000			Project Complete
Botany Hill Court Walkway Lights	PWS - Parks	\$ 14,000			Project Complete
Rogers Park Cherrywood Stairs	PWS - Parks	\$ 50,000	Q3 2015	Q4 2015	Tender awarded work to start in November
Accessibility Ramps NRWC	PWS - Parks	\$ 18,500	Q3 2015	Q1 2016	One ramp has been completed for 2015. A second ramp will be completed early 2016.
Honeywell Street Lights Retrofit & Ground Fault Testing	PWS - Roads	\$ 3,236,712	2014	Q4 2015	Anticipated completion by year end
Snow Storage Facility- Design & Identification	PWS - Roads	\$ 100,000	Q4 2015	Q4 2015	Anticipated completion by year end
395 Mulock Roof Refurbishment	Building	\$ 220,000			Project Complete
395 Mulock Maintenance	Building	\$ 200,000	Q2 2015	Q4 2016	Tile tender to be issued soon. Work will start in 2015 and be completed in 2016. Parking Lot improvements completed.
Urban Centre Zoning Bylaw	Planning	\$ 200,000	2016	2016	Pending Senior Planner to take on project management role.
Corridor Streetscape Master Plan	Planning	\$ 100,000	2014	Q4 2016	Phase 2 Summary Report being finalized. A Council workshop was held in October. First PIC for public input being held in November.
Municipal Energy Plan	Planning	\$ 92,353	2014	Q4 2016	Base line mapping and analysis complete. Working on a communication/engagement plan. Stakeholder meetings continue. Planning a meeting with the Stakeholder Advisory Group meeting.
Urban Forest Cover Study	Planning	\$ 55,000	Q2 2015	Q3 2015	Field work mostly complete.

Development Infrastructure Services
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Project Name	Area Responsible	Budget	Start Date	End Date	Council Update
Projects to be carried over to 2016					
Community Splash Pad	Commissioner	\$ 1,500,000	Pending implementation of Recreation Playbook		
Artificial Turf Sports Field	Commissioner	\$ 1,000,000	Pending implementation of Recreation Playbook		
Facilities Master Plan - Accommodation Study	Commissioner	\$ 125,000			
Millard Reconstruction - Main to Lorne	Engineering	\$ 2,400,000	Enbridge Gas to Relocate commencing April, 2016. PROJECT ON HOLD UNTIL 2017		
Roads Infrastructure Projects 2015	Engineering	\$ 2,200,000	Currently being designed. To be constructed 2016		
Trans. Design-Trail&Bike Route	Engineering	\$ 100,000			
Glen Cedar Park Design	Engineering	\$ 10,000	Pending agreement with School Board.		
Glen Cedar Boardwalk	PWS - Parks	\$ 75,000			
Flood Study - Ontario, Wayne, Warratah St.	Engineering	\$ 40,000	Study included in Stormwater Master Plan- Budget for 2 additional Stormwater Maintenance Ponds was requested in the 2016 budget		
Pedestrian Crossing-Water Street	Engineering	\$ 124,140	Currently being designed. To be constructed 2016		
Drainage Improvements - (Near Sacred Heart)	Engineering	\$ 200,000	Design winter 2015/Construction 2016		
Srigley St. Storm Sewer	Engineering	\$ 648,900	Design winter 2015/Construction 2016		
George Richardson Park North	Engineering	\$ 200,000			
Rita Ave. Trail Connection	Engineering	\$ 304,399	Feasibility design being completed. Additional report to Council will be forthcoming Q4 2015		
Signalization - HWP & Ringwell	Engineering	\$ 325,000	Design pending.		
TTT Tannery Link Connections	Engineering	\$ 594,050	Connect the Tom Taylor Trail West side of the Holland River to the Tom Taylor Trail east side of Holland River. Construction 2016.		
Fernbank House & Gardens	Engineering	\$ 394,561	Project pending accommodation study.		
171 Main St.-Pedestrian Link	Engineering	\$ 450,000	Pending outcome of Community Centre Lands Plan		
Pedestrian Bridge - College Manor	Engineering	\$ 100,000	Bridge has been temporarily repaired. Replacement to occur in 2016.		
Class EA for Lundy's Lane	Planning	\$ 100,000	Pending Secondary Plan implementation. Further review with Region to also be undertaken.		
Community Centre Lands	Planning	\$ 719,367	CCL Task Force to plan for development of lands		
Baseball Diamond Outfield Net	PWS - Parks	\$ 63,242	Pending Recreation Facility Planning		
Haskett Parking Lot Improvements	PWS - Parks	\$ 110,000	Deferred to Spring 2016		

Development Infrastructure Services
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Seniors Back Parking Lot Plan	PWS - Parks	\$ 73,488			Pending Region completion of Davis Dr.
Fairgrounds Development - Pathways	PWS - Parks	\$ 247,000			Project on hold. Pending further design review.
Water Meter Replacement Program	PWS - W/WW	\$ 6,700,000			Consultant being retained to prepare tender.