



**Special Council Meeting Agenda
Wednesday March 13, 2019
@ 4:00 p.m.**

- 1) CALL TO ORDER**
- 2) OPENING CEREMONIES**
- 3) ADOPTION OF AGENDA**
- 4) DISCLOSURE OF PECUNIARY INTEREST**
- 5) 2019 CAPITAL BUDGET DELIBERATIONS**
- 6) ADJOURNMENT**

2019 Capital Budget

PAGE	DEPARTMENT	PROJECT NAME	PROJECT #	BUDGET TOTAL COST	FUNDING SOURCES								ACTUAL
					2018	2019							
					PREVIOUSLY APPROVED (Reserves)	RESERVES	RESERVE FUNDS	GRANTS	DEBT	TAXATION	UNFUNDED	CHECK	
3	OPERATIONS	SIDEROAD 10 PAVING	2019-01	185,000	185,000	-	-	-	-	-	-	-	0
	OPERATIONS	CONCESSION 8 RECONSTRUCTION	2019-02	440,000		440,000	-	-	-	-	-	-	0
	OPERATIONS	30 SIDEROAD COSWAY/BOAT LAUNCH	2018-03	300,000		300,000	-	-	-	-	-	-	0
4	OPERATIONS	TOWER HILL DRAINAGE	2019-04	50,000	50,000	-	-	-	-	-	-	-	0
5	OPERATIONS	BRIDGE - STRUCTURE 12	2019-05	450,000	450,000	(205,000)	205,000	-	-	-	-	-	0
6	OPERATIONS	BRIDGE 21 & 22 (boundary)	2019-06	-	-	-	-	-	-	-	-	-	0
7	OPERATIONS	BRIDGE APPROACH/SIGNAGE/IMPROVEMENTS	2019-07	100,000	100,000	-	-	-	-	-	-	-	0
9	OPERATIONS	SNOWPLOW	2019-08	125,000	-	125,000	-	-	-	-	-	-	0
11	OPERATIONS	GRADER	2019-09	460,000	-	-	-	-	-	-	460,000	-	0
12	OPERATIONS	1 TON	2019-10	80,000	-	80,000	-	-	-	-	-	-	0
13	ADMINISTRATION	TOWNSHIP OFFICE FLOORING	2019-11	39,000	34,000	5,000	-	-	-	-	-	-	0
14	ADMINISTRATION	COMPUTER REPLACEMENT	2019-12	25,000	-	25,000	-	-	-	-	-	-	0
16	FIRE	BUNKER GEAR*	2019-13	6,110	-	6,110	-	-	-	-	-	-	0
17	FIRE	SCBA CYLINDERS*	2019-14	5,630	-	5,630	-	-	-	-	-	-	0
17	FIRE	COPIER FAX PRINTER*	2019-15	1,760	-	1,760	-	-	-	-	-	-	0
21	ENVIRONMENTAL	VEHICLE BUILDING SERVICES	2019-16	32,000	-	32,000	-	-	-	-	-	-	0
22	ENVIRONMENTAL	TRANSFER STATION - SULLIVAN	2019-17	150,000	150,000	-	-	-	-	-	-	-	0
23	ENVIRONMENTAL	MARKDALE LANDFILL CAPITAL PURCHASES	2019-18	245,000	-	-	-	-	245,000	-	-	-	0
	RECREATION	MAIN STREET FUNDING	2019-19	43,810	-	-	43,810	-	-	-	-	-	0
27	RECREATION	CHATSWORTH ARENA DEMOLITION	2019-20	30,000	-	30,000	-	-	-	-	-	-	0
				\$ 2,768,310	\$ 969,000	\$ 845,500	\$ 248,810	\$ -	\$ 245,000	\$ -	\$ 460,000	\$ -	

* No Further Detail Included

RESERVES - TOWNSHIP OF CHATSWORTH

GL Account	Reserve Name	Closing Balance Dec 31, 2018	2019 Budget Transfers to Reserves	2019 Budget Amortization to Reserves	2019 Budget Transfers from Reserves	2019 Adjustments and/or Resolutions	2019 Actual Transfers to Reserves	2019 Actual Transfers from Reserves	Estimated Closing Balance Dec 31, 2019	Closing Balance Dec 31, 2019
01-0100-2501	Working Funds	725,892	0	0					725,892	725,892
01-0100-2502	Admin Capital Expenditures	52,907	0	16,072	-64,000				4,979	52,907
01-0100-2503	Fire	220,830	0	56,408	-13,500				263,738	220,830
01-0100-2504	Waste Disposal Site	373,345	53,250	10,781	-150,000				287,376	373,345
01-0100-2505	Landfill Closure and Post Closure	51,000	0	0	0				51,000	51,000
01-0100-2506	Street Lights	25,150	0	8,681	0				33,831	25,150
01-0100-2509	Biodigester	484,477	0	75,000	0				559,477	484,477
01-0100-2510	Parkland	6,514	0	0	0				6,514	6,514
01-0100-2512	Infrastructure	0								0
	<i>Parks/Cenotaph</i>	5,195	0	3,137	0				8,332	5,195
	<i>Recreation Facilities</i>	703,515	0	85,000	-40,000				748,515	703,515
	<i>Recreation</i>	14,685	0	0					14,685	14,685
	<i>Chatsworth CC</i>	2,420	0	0	0				2,420	2,420
	<i>Hospital</i>	75,000		0	0				75,000	75,000
	<i>Economic Development</i>	1,365	0	0					1,365	1,365
01-0100-2513	Chatsworth Water	126,530	0	67,732					194,262	126,530
01-0100-2514	Roads Machinery	230,939	0	251,436	-205,000				277,375	230,939
01-0100-2515	Roads Capital	2,255,864	20,000	635,879	-1,345,000				1,566,743	2,255,864
01-0100-2516	Legal Fees	2,300	0	0	0				2,300	2,300
01-0100-2517	Walter's Falls Water	45,088	0	12,894	0				57,982	45,088
01-0100-2518	Policing	0	0	0	0				0	0
01-0100-2519	Council - Election	0	5,000	0					5,000	0
01-0100-2520	General Working	2,653	0	0					2,653	2,653
01-0100-2524	Building	36,413	21,112	0	-32,000				25,525	36,413
01-0100-2525	Joint Water Supply	206,402	0	0	0				206,402	206,402
01-0100-2527	Snow Removal	63,243	0	0	-30,000				33,243	63,243
01-0100-2528	Chatsworth Fire Department	22,354	10,000	0	0				32,354	22,354
01-0100-2529	Tower	8,000	0	0	0				8,000	8,000
01-0100-2530	Animal Control	4,000		0	0				4,000	4,000
01-0100-2531	Integrity Commissioner	5,000	5,000	0	0				10,000	5,000
01-0100-2532	Cemetery Operations	20,527		0	-13,146	0			7,381	20,527
TOWNSHIP TOTAL		5,771,606	114,362	1,223,019	-1,892,646	0	0	0	5,216,341	5,771,606

RESERVE FUNDS - TOWNSHIP OF CHATSWORTH

GL Account	Reserve Name	Closing Balance Dec 31, 2019	2019 Budget Transfers to Reserve Funds	2019 Budget Transfers from Reserve Funds	2019 Adjustments and/or Resolutions	2019 Actual Transfers to Reserve Funds	2019 Actual Transfers from Reserve Funds	2019 Actual Interest Earned on Reserve Funds	Estimated Closing Balance Dec 31, 2019	Closing Balance Dec 31, 2019
04-1610	Gas Tax	\$ 205,953	\$ 201,129	\$ (205,000)					\$ 202,082	\$ 205,953
	Gravel Pit	\$ 60,879	\$ -	\$ -					\$ 60,879	\$ 60,879
	Parkland Dedication	\$ 130,449	\$ 5,000						\$ 135,449	\$ 130,449
	Recreation Capital Fund	\$ 26,468	\$ 15,000						\$ 41,468	\$ 26,468
	Mainstreet Funding	\$ 43,538		\$ (43,511)					\$ 27	\$ 43,538
		\$ -								\$ -
		\$ -								\$ -
		\$ -								\$ -
TOWNSHIP TOTAL		\$ 467,285.80	\$ 221,129.00	\$ (248,511.00)	\$ -	\$ -	\$ -	\$ -	\$ 439,903.80	\$ 467,285.80

PROJECT NAME: SIDEROAD 10 PAVING	PROJECT STAGE: 3RD SEASON
PROJECT #: 5667	PROJECT TYPE: STAND ALONE
DEPARTMENT: OPERATIONS	MANAGER: JAMIE MORGAN
SUB-DEPARTMENT: ROADS	ESTIMATED START DATE:
BUDGET CYCLE: 2018	ESTIMATED END DATE:

Major Initiative		Strategic Objective: Infrastructure Renewal and Development
GROWTH	RENEWAL	PREVIOUSLY APPROVED: \$ 185,000
0	100	BUDGET REQUEST: \$ -
		TOTAL PROJECTED BUDGET (ALL YEARS) \$ 185,000

PROJECT DESCRIPTION:

The Sideroad 10 and Perdue Road project started in 2017. The approved paving of Perdue road was completed on schedule but the paving on Sideroad 10 is a carry-over to 2018. The paving was

PROJECT BACKGROUND:

There was a couple factors that delayed the project. The first one was the tree removal and it was completed in the winter of 2017. The second was a culvert replacement that is scheduled for the spring of 2018. The other additional work was cutting down of the intersection of Sideroad 10 and East Back Line for safety reasons. Currently this project sits at 115.8% of the original Council approved project. When this project is complete it will be double the original engineered estimated cost.

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

Original project approved by Council in 2017.

CONCLUSIONS AND RECOMMENDATIONS:

I would be staffs recommendation to proceed with the culvert replacement and paving of Sideroad 10 with 55mm of HL4.

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2019	TOTAL	Notes	Account
	Contractors		\$ 175,000		\$ 175,000		01-5667-7370
	Culvert Replacement				\$ -		01-5667-7370
	Engineering		\$ 10,000		\$ 10,000		01-5667-7371
	2017 Hold Back				\$ -		01-5667-7370
	Materials				\$ -		
	Total Budget Request		\$ 185,000	\$ -	\$ 185,000		
	Funding Sources	Description	Previously Approved	2019	TOTAL		
	Reserves	Roads Reserves	\$ 185,000		\$ 185,000		01-0100-2515
	Reserve Funds				\$ -		
Grants				\$ -			
Debt				\$ -			
Taxation				\$ -			
Unfunded				\$ -			
Requested Funding Source		\$ 185,000	\$ -	\$ 185,000			

PROJECT NAME: CONCESSION 8 RECONSTRUCTION

PROJECT STAGE:

1ST CAPITAL REVIEW

PROJECT #:

PROJECT TYPE:

CORRECTIVE ACTION

DEPARTMENT: OPERATIONS

MANAGER:

JAMIE MORGAN

SUB-DEPARTMENT: ROADS

ESTIMATED START DATE:

BUDGET CYCLE: 2019

ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
0	100	BUDGET REQUEST:	\$ 440,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 440,000

PROJECT DESCRIPTION:

Concession 8 minor reconstruction between Sideroad 8 and Grey Road 25 (3.7km):

- Construction to begin in 2019 and include: pulverization of existing pavement, replacement of existing culverts in the right-of-way with appropriately sized HDPE pipe, addition of 150mm of granular 'A' to increase the strength of the road base, localized ditch cleanout work to improve drainage, roadside restoration work and then fine grading prior to paving, placement of 55mm thick asphalt pavement and shouldering work in 2020.

PROJECT BACKGROUND:

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2019	TOTAL	Notes	Account
	Contractors			\$ 398,000	\$ 398,000		01-5666-7370
Engineering			\$ 42,000	\$ 42,000		01-5666-7371	
				\$ -			
				\$ -			
	Total Budget Request		\$ -	\$ 440,000	\$ 440,000		
Funding Sources	Description	Previously Approved	2019	TOTAL			
Reserves			\$ 440,000	\$ 440,000		01-0100-2515	
Reserve Funds				\$ -			
Grants				\$ -			
Debt				\$ -			
Taxation				\$ -			
Unfunded				\$ -			
	Requested Funding Source		\$ -	\$ 440,000	\$ 440,000		

PROJECT NAME: 30 SIDEROAD	PROJECT
PROJECT #:	PROJECT
DEPARTMENT: OPERATIONS	MANAGE
SUB-DEPARTMENT: ROADS	ESTIMAT
BUDGET CYCLE: 2019	ESTIMAT

Major Initiative		Strategic
GROWTH	RENEWAL	PREVIOUS
0	100	BUDGET
		TOTAL PI

PROJECT DESCRIPTION:

Sideroad 30, Causeway and Boat Launch (west of Conc. 10):

- Construction to begin in 2019 and include: replacement of existing culvert between Connell’s Lake and F and asphalt patch, addition of steel beam guiderail along the causeway, possible shoulder build-out and sl

PROJECT BACKGROUND:

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

BUDGET	<u>Budget Request by Cost Type</u>	Vendor (If Known)	Previously Approved
	Contractors Engineering		
	Total Budget Request		\$ -
	<u>Funding Sources</u>	<u>Description</u>	Previously Approved
	Reserves Reserve Funds Grants Debt Taxation Unfunded		

	Requested Funding Source		\$ -
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ACTUAL	<u>Budget Request by Cost Type</u>	Vendor (If Known)	Date
	Contractors		
	Engineering		
	Total Budget Request		\$ -
	<u>Funding Sources</u>	<u>Description</u>	
	Reserves		
	Reserve Funds		
	Grants		
	Debt		
	Taxation		
Unfunded			
	Requested Funding Source		\$ -

STAGE: 1ST CAPITAL REVIEW
TYPE: CORRECTIVE ACTION
DR: JAMIE MORGAN
ESTIMATED START DATE:
ESTIMATED END DATE:

Objective:		
ESTIMATED APPROVED:	\$	-
REQUEST:	\$	300,000
PROJECTED BUDGET (ALL YEARS)	\$	300,000

Lines Lake including dewatering, excavation, bedding, granular materials
 shoreline rock protection, and construction of new boat launch

2019	TOTAL	Notes	Account
\$ 268,000	\$ 268,000		01-5666-7370
\$ 32,000	\$ 32,000		01-5666-7371
	\$ -		
	\$ -		
\$ 300,000	\$		
2019	TOTAL		
\$ 300,000	\$ 300,000		01-0100-2515
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		

\$	300,000	\$	300,000		
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2019	TOTAL	Notes	Account
	\$ -		01-5666-7370
	\$ -		01-5666-7370
	\$ -		01-5666-7370
	\$ -		01-5666-7370
	\$ -		01-5666-7371
	\$ -		01-5666-7371
\$ -	\$ -		
2018	TOTAL		
	\$ -		
	\$ -		
\$ -	\$ -		
	\$ -		
	\$ -		
	\$ -		
\$ -	\$ -		

PROJECT NAME: TOWER HILL DRAINAGE

PROJECT STAGE:

PROJECT #:

PROJECT TYPE:

DEPARTMENT:

MANAGER:

SUB-DEPARTMENT:

ESTIMATED START DATE:

BUDGET CYCLE:

ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ 50,000
0	100	BUDGET REQUEST:	\$ -
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 50,000

PROJECT DESCRIPTION:

The Tower Hill project started about 10 years ago with the cutting of the hill to reduce the grade on Massie Road, East of Con. 3A. The current proposal is to correct an erosion and drainage issue for the adjacent landowner.

PROJECT BACKGROUND:

There was an onsite meeting with an Engineering firm to discuss options to rectify an erosion and drainage issue. There was also several phone conversations with the adjacent landowner about the past and future plans. At this time there is no concrete plans and an onsite meeting with the landowner is in the near future. The estimated Engineering cost is only an estimate without any decision on a solution.

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

N/A

CONCLUSIONS AND RECOMMENDATIONS:

It would be staffs recommendation to proceed with the site meetings between the Engineer and the Landowner. The final plan will be brought back to Council before moving forward.

BUDGET	<u>Budget Request by Cost Type</u>	<u>Vendor (If Known)</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	<u>Notes</u>
		Contractors		\$ 42,500		\$ 42,500
	Engineering		\$ 7,500		\$ 7,500	
	Machinery & Equipment				\$ -	
	Materials				\$ -	
	Total Budget Request		\$ 50,000	\$ -	\$ 50,000	
	<u>Funding Sources</u>	<u>Description</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	
	Reserves		\$ 50,000		\$ 50,000	
	Reserve Funds				\$ -	
	Grants				\$ -	
	Debt				\$ -	
	Taxation				\$ -	
	Unfunded				\$ -	
	Requested Funding Source		\$ 50,000.00	\$ -	\$ 50,000	

PROJECT NAME: BRIDGE - STRUCTURE 12
 PROJECT #:
 DEPARTMENT: OPERATIONS
 SUB-DEPARTMENT: ROADS
 BUDGET CYCLE: 2019

PROJECT STAGE: 2ND CAPITAL REVIEW
 PROJECT TYPE: STAND ALONE
 MANAGER: JAMIE MORGAN
 ESTIMATED START DATE:
 ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ 450,000
0	100	BUDGET REQUEST:	\$ -
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 450,000

PROJECT DESCRIPTION:

The Structure 12 project is the replace of a bridge on Elder Lane.

PROJECT BACKGROUND:

There is currently an OCIF application for the replacement of structure 12 in 2018. Structure 12 is the only access for residents that live on Elder Lane (3 residential properties). This structure is also used for farming machinery, emergency services and road maintenance equipment and has an inadequate width and load limit.

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

The most cost effective approach will be brought back to Council.

CONCLUSIONS AND RECOMMENDATIONS:

It is staffs recommendation to move forward with the relacement of Structure 12.

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2019	TOTAL	Notes	Account
		Contractors		\$ 400,000		\$ 400,000	
	Engineering		\$ 50,000	\$ -	\$ 50,000		01-5664-7371
	Machinery & Equipment				\$ -		
	Materials				\$ -		
	Total Budget Request		\$ 450,000	\$ -	\$ 450,000		
	Funding Sources	Description	Previously Approved	2019	TOTAL		
	Reserves		\$ 450,000	\$ (205,000)	\$ 245,000		01-0100-2515
	Reserve Funds			\$ 205,000	\$ 205,000		
	Grants				\$ -		
	Debt				\$ -		
	Taxation				\$ -		
	Unfunded				\$ -		
	Requested Funding Source		\$ 450,000.00	\$ -	\$ 450,000.00		

PROJECT NAME: BRIDGE 21 & 22 (boundary)	PROJECT STAGE: INITIAL REQUEST
PROJECT #: BRIDGE PROJECT #2	PROJECT TYPE: STAND ALONE
DEPARTMENT: OPERATIONS	MANAGER: JAMIE MORGAN
SUB-DEPARTMENT: ROADS	ESTIMATED START DATE:
BUDGET CYCLE: 2019	ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
0	100	BUDGET REQUEST:	\$ -
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ -

PROJECT DESCRIPTION:

PROJECT BACKGROUND:

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2019	TOTAL	Notes	Accounts
		Contractors				\$ -	
	Engineering				\$ -		01-5669-7371
	Machinery & Equipment				\$ -		
	Materials				\$ -		
	Total Budget Request		\$ -	\$ -	\$ -		
	Funding Sources	Description	Previously Approved	2019	TOTAL		
	Reserves				\$ -		01-0100-2515
	Reserve Funds				\$ -		
	Grants				\$ -		
	Debt				\$ -		
	Taxation				\$ -		
	Unfunded				\$ -		
	Requested Funding Source		\$ -	\$ -	\$ -		

PROJECT NAME: BRIDGE APPROACH/SIGNAGE/IMPROVEMENTS	PROJECT STAGE: PREVIOUSLY APPROVED
PROJECT #:	PROJECT TYPE: ONGOING
DEPARTMENT: OPERATIONS	MANAGER: JAMIE MORGAN
SUB-DEPARTMENT: ROAD	ESTIMATED START DATE:
BUDGET CYCLE: 2019	ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ 100,000
50	50	BUDGET REQUEST:	\$ -
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 100,000

PROJECT DESCRIPTION:

Bridge Approach/Signage/Improvements are generally safety related. These include proper signage of bridges, guiderail and drainhole repairs.

PROJECT BACKGROUND:

Through the biannual inspections the inspectors identify possible improvements for public safety.

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

N/A

CONCLUSIONS AND RECOMMENDATIONS:

The majority of the work can be complete with current staff. The engineering firm who conducted the inspections will make recommendations for proper signage and identify locations that require other safety upgrades.

BUDGET	<u>Budget Request by Cost Type</u>	<u>Vendor (If Known)</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	<u>Notes</u>
		Contractors		\$ 75,000		\$ 75,000
	Engineering		\$ 25,000		\$ 25,000	
	Machinery & Equipment				\$ -	
	Materials				\$ -	
	Total Budget Request		\$ 100,000	\$ -	\$ 100,000	
	<u>Funding Sources</u>	<u>Description</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	
	Reserves		\$ 100,000		\$ 100,000	
	Reserve Funds				\$ -	
	Grants				\$ -	
	Debt				\$ -	
	Taxation				\$ -	
	Unfunded				\$ -	
	Requested Funding Source		\$ 100,000	\$ -	\$ 100,000	

PROJECT NAME: SNOWPLOW	PROJECT STAGE: INITIAL REQUEST
PROJECT #:	PROJECT TYPE: STAND ALONE
DEPARTMENT: OPERATIONS	MANAGER: JAMIE MORGAN
SUB-DEPARTMENT: ROADS / WINTER CONTROL	ESTIMATED START DATE:
BUDGET CYCLE: 2019	ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$
0	100	BUDGET REQUEST:	\$ 125,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 125,000

PROJECT DESCRIPTION:

Life cycle fleet replacement of a snowplow. Budgeted in 2018, the Chassis was received and balance is to be paid in 2019

PROJECT BACKGROUND:

As part of the life cycle replacement of equipment it has been identified by staff to replace an ageing snowplow. The fleet currently consists of 6 (six) tandem snowplows (1 (one) used as a spare), 5 (five) graders and 1 (one) 3 ton plow with no sanding capacities. It has also been identified that it would be more efficient to plow the smaller urban areas like Chatsworth and Williamsford with a single axel plow that is still heavy enough to complete snow removal on township roads. This truck would see a small costs savings but still have a purpose in year round work. It was noted in a past Council Meeting at the climbing repair costs.

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

I would be staffs recommendation to replace one of the ageing tandem snowplows with a new single axel snowplow as part of the life cycle replacement.

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2019	TOTAL	Notes
	Contractors					\$ -
Engineering					\$ -	
Machinery & Equipment				\$ 125,000	\$ 125,000	
Materials					\$ -	
Total Budget Request			\$ -	\$ 125,000	\$ 125,000	
Funding Sources	Description	Previously Approved	2019	TOTAL		
Reserves			\$ 125,000	\$ 125,000		
Reserve Funds					\$ -	
Grants					\$ -	
Debt					\$ -	
Taxation					\$ -	
Unfunded					\$ -	
Requested Funding Source			\$ -	\$ 125,000	\$ 125,000	

PROJECT NAME: GRADER	PROJECT STAGE: INITIAL REQUEST
PROJECT #:	PROJECT TYPE: STAND ALONE
DEPARTMENT: OPERATIONS	MANAGER: JAMIE MORGAN
SUB-DEPARTMENT: ROADS / WINTER CONTROL	ESTIMATED START DATE:
BUDGET CYCLE: 2019	ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
100	0	BUDGET REQUEST:	\$ 460,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 460,000

PROJECT DESCRIPTION:

2019 Grader including roller and all snow plow equipment

PROJECT BACKGROUND:

Repalcing 2005 Volvo

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2019	TOTAL	Notes
	Contractors				\$ -	
	Engineering				\$ -	
	Machinery & Equipment			\$ 460,000	\$ 460,000	
	Materials				\$ -	
	Total Budget Request		\$ -	\$ 460,000	\$ 460,000	
	Funding Sources	Description	Previously Approved	2019	TOTAL	
	Reserves				\$ -	
	Reserve Funds				\$ -	
	Grants				\$ -	
Debt				\$ -		
Taxation				\$ -		
Unfunded			\$ 460,000	\$ 460,000		
Requested Funding Source		\$ -	\$ 460,000	\$ 460,000		

PROJECT NAME: 1 TON
 PROJECT #:
 DEPARTMENT: OPERATIONS
 SUB-DEPARTMENT: ROADS
 BUDGET CYCLE: 2018

PROJECT STAGE: INITIAL REQUEST
 PROJECT TYPE: STAND ALONE
 MANAGER: JAMIE MORGAN
 ESTIMATED START DATE:
 ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
100	0	BUDGET REQUEST:	\$ 80,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 80,000

PROJECT DESCRIPTION:

1Ton 2019

PROJECT BACKGROUND:

Replace 2005 F150, for roads maintenance,

OBJECTIVES & OUTCOMES:

Cross over for park and Recreation. Allows to the worker to be more efficient ie. Cold patching

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2018	TOTAL	Notes
	Contractors				\$ -	
	Engineering				\$ -	
	Machinery & Equipment			\$ 80,000	\$ 80,000	
	Materials				\$ -	
	Total Budget Request		\$ -	\$ 80,000	\$ 80,000	
	Funding Sources	Description	Previously Approved	2018	TOTAL	
	Reserves			\$ 80,000	\$ 80,000	
	Reserve Funds				\$ -	
	Grants				\$ -	
Debt				\$ -		
Taxation				\$ -		
Unfunded				\$ -		
Requested Funding Source		\$ -	\$ 80,000	\$ 80,000		

PROJECT NAME: TOWNSHIP OFFICE FLOORING
 PROJECT #:
 DEPARTMENT: ADMINISTRATION
 SUB-DEPARTMENT: N/A
 BUDGET CYCLE: 2019

PROJECT STAGE: 2ND BUDGET
 PROJECT TYPE: STAND ALONE
 MANAGER: PATTY SINNAMON
 ESTIMATED START DATE:
 ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ 34,000
0	100	BUDGET REQUEST:	\$ 5,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 39,000

PROJECT DESCRIPTION:

Upstairs - Carpet / Tile: \$18,000
 Downstairs - Carpet/Tile: \$16,000 Accessibility \$5,000

PROJECT BACKGROUND:

Replace carpet and tile in administration building (except health centre) - carpet is threadbare in upper level, causing safety hazards for trips and falls. Tiling is cracking (particularly at front door). Walls to be painted in upper level. Customer Service Counter to be retrofitted to meet Accessibility Standards. Due to staffing constraints on time, this was not completed in 2018

OBJECTIVES & OUTCOMES:

Reduce risk of hazard,

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

This project was included (upper level) in 2017 budget. Staff will be seeking out additional pricing and contractors to reduce the cost from what was presented in 2017. Project to include flooring in lower level.

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2019	TOTAL	Notes
	Contractors			\$ 34,000	\$ 5,000	\$ 39,000
Engineering					\$ -	
Machinery & Equipment					\$ -	
Materials					\$ -	
Total Budget Request			\$ 34,000	\$ 5,000	\$ 39,000	
Funding Sources	Description	Previously Approved	2019	TOTAL		
Reserves		\$ 34,000	\$ 5,000	\$ 39,000		
Reserve Funds				\$ -		
Grants				\$ -		
Debt				\$ -		
Taxation				\$ -		
Unfunded				\$ -		
Requested Funding Source		\$ 34,000	\$ 5,000	\$ 39,000		

PROJECT NAME: COMPUTER REPLACEMENT
 PROJECT #:
 DEPARTMENT: ADMINISTRATION/ROADS
 SUB-DEPARTMENT: ALL SUB-DEPARTMENTS
 BUDGET CYCLE: 2019

PROJECT STAGE: INITIAL REQUEST
 PROJECT TYPE: STAND ALONE
 MANAGER: PATTY SINNAMON
 ESTIMATED START DATE: following budget approval
 ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
10	90	BUDGET REQUEST:	\$ 20,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 20,000

PROJECT DESCRIPTION:

Replacement of Server and Computer Workstations for various Township staff in Administration and Roads Department.

PROJECT BACKGROUND:

The Township has successfully managed its IT assets through regular maintenance and maintaining a replacement schedule. 3 Computers have been identified as needing to be replaced (ie. in excess of 4 years old). Server upgrade be completed this year

OBJECTIVES & OUTCOMES:

To maintain the Township's IT assets

ALTERNATIVES CONSIDERED:

None

CONCLUSIONS AND RECOMMENDATIONS:

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2019	TOTAL	Notes
	Contractors					\$ -
Engineering					\$ -	
Machinery & Equipment				\$ 25,000	\$ 25,000	
Materials					\$ -	
Total Budget Request			\$ -	\$ 25,000	\$ 25,000	
Funding Sources	Description	Previously Approved	2019	TOTAL		
Reserves			\$ 25,000	\$ 25,000		
Reserve Funds				\$ -		
Grants				\$ -		
Debt				\$ -		
Taxation				\$ -		
Unfunded				\$ -		
Requested Funding Source			\$ -	\$ 25,000	\$ 25,000	

PROJECT NAME: VEHICLE BUILDING SERVICES	PROJECT STAGE: INITIAL REQUEST
PROJECT #:	PROJECT TYPE: STAND ALONE
DEPARTMENT: BUILDING	MANAGER: PATTY SINNAMON
SUB-DEPARTMENT:	ESTIMATED START DATE:
BUDGET CYCLE: 2019	ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
0	100	BUDGET REQUEST:	\$ 32,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 32,000

PROJECT DESCRIPTION:

PROJECT BACKGROUND:

Purchase of Building Department vehicle is more cost effective than paying staff mileage. Also, when vehicle is not in use, it can be used by Administration (ie. Bank deposits, meetings, etc.)

OBJECTIVES & OUTCOMES:

Cost effective to own township vehicle for building department.

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

Building Services returned to Township of Chatsworth January 1, 2018. Services are shared with West Grey, eventually hiring building inspector. This calls for the need for each of the two municipalities to have their own vehicle for building department staff.

BUDGET	Budget Request by Cost Type	Vendor (If Known)	Previously Approved	2018	TOTAL	Notes
	Contractors				\$ 32,000	\$ 32,000
Engineering					\$ -	
Machinery & Equipment					\$ -	
Materials					\$ -	
Total Budget Request			\$ -	\$ 32,000	\$ 32,000	
<u>Funding Sources</u>	<u>Description</u>	Previously Approved	2018	TOTAL		
Reserves			\$ 32,000	\$ 32,000		
Reserve Funds				\$ -		
Grants				\$ -		
Debt				\$ -		
Taxation				\$ -		
Unfunded				\$ -		
Requested Funding Source			\$ -	\$ 32,000	\$ 32,000	

PROJECT NAME: TRANSFER STATION - SULLIVAN	PROJECT STAGE: INITIAL REQUEST
PROJECT #:	PROJECT TYPE: STAND ALONE
DEPARTMENT: ENVIRONMENTAL	MANAGER: JAMIE MORGAN
SUB-DEPARTMENT: LANDFILL - SULLIVAN	ESTIMATED START DATE:
BUDGET CYCLE: 2019	ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ 150,000
50	50	BUDGET REQUEST:	\$ -
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 150,000

PROJECT DESCRIPTION:

Construction of a new transfer station at the Sullivan Landfill.

PROJECT BACKGROUND:

As part of the shared services with Grey Highlands it is proposed to turn the Sullivan Landfill into a transfer station as Cell B nears capacity. The construction would start in the spring of 2018 and would be operational by September 2018. The design and layout will commence upon approval of the new model presented to Council in 2018.

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

It would be staffs recommendation to move forward with the transfer station along with the scalehouse project.

BUDGET	<u>Budget Request by Cost Type</u>	<u>Vendor (If Known)</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	<u>Notes</u>
		Contractors		\$ 150,000		\$ 150,000
	Engineering				\$ -	
	Machinery & Equipment				\$ -	
	Materials				\$ -	
	Total Budget Request		\$ 150,000	\$ -	\$ 150,000	
	<u>Funding Sources</u>	<u>Description</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	
	Reserves		\$ 150,000		\$ 150,000	
	Reserve Funds				\$ -	
	Grants				\$ -	
	Debt				\$ -	
	Taxation				\$ -	
	Unfunded				\$ -	
	Requested Funding Source		\$ 150,000	\$ -	\$ 150,000	

PROJECT NAME: MARKDALE LANDFILL CAPITAL PURCHASES	PROJECT STAGE:
PROJECT #:	PROJECT TYPE: STAND ALONE
DEPARTMENT: ENVIRONMENTAL	MANAGER: JAMIE MORGAN
SUB-DEPARTMENT: MARKDALE LANDFILL	ESTIMATED START DATE:
BUDGET CYCLE: 2019	ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
100	0	BUDGET REQUEST:	\$ 245,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 245,000

PROJECT DESCRIPTION:

Joint project between Grey Highlands and Chatsworth. Included in costs landfill cover plates, recycling area upgrades, 3 - 8 x10 rolloff bins, roll off truck .

PROJECT BACKGROUND:

In 2016 a loader was purchased in the amount of \$122,000, this amount is currently funded from the roads reserve to be repaid back, an amount of \$20,000 has been budgeted in 2018 for repayment. In 2018 Compactor was purchased currently this I unfunded.

OBJECTIVES & OUTCOMES:

Cost is 50% of : Landfill cover plates (\$40,000), receiving area upgrades (102,700), roller truck (218,000), compactor (720,000), and roll off bins (\$56,000)
In total: 1,022,700 x 50%

ALTERNATIVES CONSIDERED:

- Roller truck be contingent on review of agreement since it will be used at Artemisia and Operey landfills as well.

CONCLUSIONS AND RECOMMENDATIONS:

BUDGET	<u>Budget Request by Cost Type</u>	<u>Vendor (If Known)</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	<u>Notes</u>
		Contractors				\$ -
	Engineering				\$ -	
	Machinery & Equipment			\$ 245,000	\$ 245,000	
	Materials				\$ -	
	Total Budget Request		\$ -	\$ 245,000	\$ 245,000	
	<u>Funding Sources</u>	<u>Description</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	
	Reserves				\$ -	
	Reserve Funds				\$ -	
	Grants				\$ -	
	Debt			\$ 245,000	\$ 245,000	
	Taxation				\$ -	
	Unfunded				\$ -	
	Requested Funding Source		\$ -	\$ 245,000	\$ 245,000	

PROJECT NAME: MAIN STREET FUNDING

PROJECT STAGE:

PROJECT #:

PROJECT TYPE: STAND ALONE

DEPARTMENT: ECONOMI DEVELOPMENT

MANAGER: PATTY SINNAMON

SUB-DEPARTMENT: N/A

ESTIMATED START DATE:

BUDGET CYCLE: 2019

ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
100	0	BUDGET REQUEST:	\$ 43,810
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 43,810

PROJECT DESCRIPTION:

PROVINCIAL FUNDING GRANT OF \$43,8100. (TO BE USED SIMIALR TO GAS TAX) - PROJECT TO BE APPROVED BY PROVINCE BEFORE WORK COMMENCES

PROJECT BACKGROUND:

POSSIBLE STREET POLES WITH VETERANS BANNERS - PARTNER WITH CHATSWORTH LEGION;

OBJECTIVES & OUTCOMES:

IMPROVE AESTHETIC LOOK OF DOWNTOWN CHATSWORTH AS AN ATTRACTIVE CONNECTING LINK

ALTERNATIVES CONSIDERED:

CONCLUSIONS AND RECOMMENDATIONS:

BUDGET	<u>Budget Request by Cost Type</u>	<u>Vendor (If Known)</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	<u>Notes</u>
		Contractors			\$ 43,810	\$ 43,810
	Engineering				\$ -	
	Machinery & Equipment				\$ -	
	Materials				\$ -	
	Total Budget Request		\$ -	\$ 43,810	\$ 43,810	
	<u>Funding Sources</u>	<u>Description</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	
	Reserves	Mainstreet Funding Reserve			\$ -	
	Reserve Funds			\$ 43,810	\$ 43,810	
	Grants				\$ -	
	Debt				\$ -	
	Taxation				\$ -	
	Unfunded				\$ -	
	Requested Funding Source		\$ -	\$ 43,810	\$ 43,810	

PROJECT NAME: CHATSWORTH ARENA DEMOLITION
 PROJECT #:
 DEPARTMENT: RECREATION
 SUB-DEPARTMENT: CHATSWORTH COMMUNITY CENTRE
 BUDGET CYCLE: 2019

PROJECT STAGE: INITIAL REQUEST
 PROJECT TYPE: STAND ALONE
 MANAGER: JAMIE MORGAN
 ESTIMATED START DATE:
 ESTIMATED END DATE:

Major Initiative		Strategic Objective:	
GROWTH	RENEWAL	PREVIOUSLY APPROVED:	\$ -
0	0	BUDGET REQUEST:	\$ 30,000
		TOTAL PROJECTED BUDGET (ALL YEARS)	\$ 30,000

PROJECT DESCRIPTION:

Proposed demolition of the Chatsworth Community Center. RFP issued as per Council approval.

PROJECT BACKGROUND:

The Chatsworth Community Center was closed in September of 2017. Cost estimate is based on removal of Dundalk arena for \$22,000.00 in 2012.

OBJECTIVES & OUTCOMES:

ALTERNATIVES CONSIDERED:

Council has approved RFP to demolish and remove materials. Land to be retained until site of new facility has been determined.

CONCLUSIONS AND RECOMMENDATIONS:

It is staffs intention to get direction from Council on the future use of the property.

BUDGET	<u>Budget Request by Cost Type</u>	<u>Vendor (If Known)</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	<u>Notes</u>
		Contractors			\$ 30,000	\$ 30,000
	Engineering				\$ -	
	Machinery & Equipment				\$ -	
	Materials				\$ -	
	Total Budget Request		\$ -	\$ 30,000	\$ 30,000	
	<u>Funding Sources</u>	<u>Description</u>	<u>Previously Approved</u>	<u>2019</u>	<u>TOTAL</u>	
	Reserves			\$ 30,000	\$ 30,000	
	Reserve Funds				\$ -	
	Grants				\$ -	
	Debt				\$ -	
	Taxation				\$ -	
	Unfunded				\$ -	
	Requested Funding Source		\$ -	\$ 30,000	\$ 30,000	