



# 2020 BUDGET OVERVIEW

December 16, 2019

## 2020 Budget Process

- The aim of the annual budget is to focus and deliver on the values of Council for the Township of Wellington North
- In-depth review of inter-functional transfers was conducted in September & October 2019
- Budget templates sent to department heads October 1, 2019
- Treasurer meetings with Department Heads during October and November as required
- First budget meeting with Council and staff held on December 16 with additional meetings to be scheduled as needed



## 2020 Budget Guidelines

- Freezing most operating account budgets at 2019 levels unless cost pressures were documented
- Corporate wide cost pressures:
  - Wages/Salary: budgeted increases (varies by department)
  - Health Benefits: increase of 2.3% (Mosey & Mosey Guidance – Initial guidance was for a 7.9% aggregate increase)
  - Municipal Insurance renewal – 10% increase (Coburn Guidance)
  - Utilities: Hydro increase of 2% (WNP Guidance)
- Council directed project:
  - Arthur Wastewater Treatment Plant Continuation



## 2020 Budget Impact Items

- Conservation Authority budgets have not yet been received by the GRCA, nor the Maitland Valley Conservation Authority – these have been increased by 5% year over year for the purposes of the 2020 budget.
- Minimal municipal service level changes – however budget includes changes to the staff compliment structure of the Roads and Water Service verticals



## Additional Impacts and Considerations

- The 2020 Ontario Municipal Partnership Fund (OMPF) allocation decreased by \$13,100 to \$1,283,700; however, this also represents a budget to budget increase of \$32,550 (OMPF allocation was not known at time of 2019 budget passage)
- Last of 3 consecutive annual Township Debentures with balloon (bullet) payments coming due in 2020 - \$1,192,000 Roads, Wastewater, Water – allocation from reserves / reserve funds established via report TR2019-012
- Sustainability of aggressive capital programs
- New / Alternative revenue streams to bridge funding gaps



## Growth Vs. Reassessment

- Growth is defined as new assessment – it has no impact on the current taxpayer
- During 2019 Wellington North had real assessment growth of 1.53% (2018 – 1.12%, 2017 1.21%)
- There is also an increase in assessment due to the Province-wide reassessments done by MPAC in 2016 which are being phased in from 2017 to 2020. Wellington North's reassessment growth in 2020 is currently estimated at 6.77% (2019 – 7.32%, 2018 7.96%)
  - Note: Decreases were reflected in 2017 assessment and stay the same for the rest of the valuation cycle



## Operating Budget Summary Analysis by Segment

### Operating Budget Comparison – 2019 Vs. 2020

- No Contributions To / From Reserves / Reserve Funds
- No Contributions to Capital
- Same Inter-functional Transfers as 2019



# Operating Budget Summary Analysis by Segment (Same Transfers)

## 2020 Budget Summary

FIR Category	2019 Budget	2020 Budget	% Change	Change \$
<b>General Government</b>				
General Government	-1,748,980	-1,770,050	1.2%	-21,070
Other Revenues- Supps/Omitts/Writeoffs	-141,466	-170,416	20.5%	-28,950
Council	134,320	138,489	3.1%	4,169
Administration	1,228,652	1,367,252	11.3%	138,600
Property	-894	-8,582	860.0%	-7,688
WNP Holding Co.	53,100	53,100	0.0%	0





## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2019 Budget	2020 Budget	% Change	Change \$
<b>Protection Services</b>				
Fire	682,848	689,671	1.0%	6,823
Police/Crossing Guard	49,825	53,032	6.4%	3,207
Conservation Authority	154,272	161,704	4.8%	7,432
Protective Inspection & Control	-61,840	-28,234	-54.3%	33,606
Animal Control	-4,847	-600	-87.6%	4,246
By-Law Enforcement	35,874	35,532	-1.0%	-342



## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2018 Budget	2019 Budget	2020 Budget	% Change	Change \$
<b>Transportation Services</b>					
Roads	4,787,815	2,910,683	3,194,444	9.7%	283,760
Streetlights	0	-5,000	-5,000	0.0%	0
Rural Water	7,393	7,393	7,898	6.8%	505
<b>Health Services</b>					
Hospital	0	0	0	0.0%	0
Cemetery	16,776	19,079	19,556	2.5%	477
<b>Recreation and Cultural Services</b>					
Parks & Recreation	1,293,681	1,914,338	1,076,597	-43.8%	-837,741



## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2018 Budget	2019 Budget	2020 Budget	% Change	Change \$
<b>Planning and Development</b>					
Planning	0	23,159	17,456	-24.6%	-5,703
Commercial & Industrial	0	0	0	0.0%	0
Economic Development	180,350	198,850	196,330	-1.3%	-2,520
Tile Drains	0	0	0	0.0%	0
Municipal Drains	44,035	86,009	37,515	-56.4%	-48,494
<b>Total Levy Requirement</b>	<b>7,111,779</b>	<b>5,535,376</b>	<b>5,065,694</b>	<b>-8.485%</b>	<b>-469,682</b>



## Operating Budget Summary Analysis by Segment

### Operating Budget Comparison – 2019 Vs. 2020

- No Contributions To / From Reserves / Reserve Funds
- No Contributions to Capital
- **New** Inter-functional Transfers as 2019



# Operating Budget Summary Analysis by Segment (New Transfers)

## 2020 Budget Summary

FIR Category	2019 Budget	2020 Budget	% Change	Change \$
<b>General Government</b>				
General Government	-1,748,980	-1,770,050	1.2%	-21,070
Other Revenues- Supps/Omitts/Writeoffs	-141,466	-170,416	20.5%	-28,950
Council	134,320	143,489	6.8%	9,169
Administration	1,228,652	868,832	-29.3%	-359,820
Property	-894	-8,582	860.0%	-7,688
WNP Holding Co.	53,100	53,100	0.0%	0



## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2019 Budget	2020 Budget	% Change	Change \$
<b>Protection Services</b>				
Fire	682,848	696,601	2.0%	13,753
Police/Crossing Guard	49,825	53,032	6.4%	3,207
Conservation Authority	154,272	161,704	4.8%	7,432
Protective Inspection & Control	-61,840	-27,944	-54.8%	33,896
Animal Control	-4,847	-600	-87.6%	4,246
By-Law Enforcement	35,874	63,222	76.2%	27,348



## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2018 Budget	2019 Budget	2020 Budget	% Change	Change \$
<b>Transportation Services</b>					
Roads	4,787,815	2,910,683	3,249,374	11.6%	338,690
Streetlights	0	-5,000	-5,000	0.0%	0
Rural Water	7,393	7,393	7,898	6.8%	505
<b>Health Services</b>					
Hospital	0	0	0	0.0%	0
Cemetery	16,776	19,079	96,276	404.6%	77,197
<b>Recreation and Cultural Services</b>					
Parks & Recreation	1,293,681	1,914,338	1,224,317	-36.0%	-690,021



## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2018 Budget	2019 Budget	2020 Budget	% Change	Change \$
<b>Planning and Development</b>					
Planning	0	23,159	116,236	401.9%	93,077
Commercial & Industrial	0	0	0	0.0%	0
Economic Development	180,350	198,850	248,580	25.0%	49,730
Tile Drains	0	0	0	0.0%	0
Municipal Drains	44,035	86,009	37,515	-56.4%	-48,494
<b>Total Levy Requirement</b>	<b>7,111,779</b>	<b>5,535,376</b>	<b>5,037,584</b>	<b>-8.993%</b>	<b>-497,792</b>

Note:

- ~\$28K Reduction in taxation burden with implementation of revised inter-functional transfer figures





## Reserves & Reserve Funds

	2017 Year-end Balance	2018 Year-end Balance	2019 Year-end Balance (Estimated)
Obligatory reserve funds - DCs, Fed. Gas Tax	4,237,505	3,995,916	1,251,990
Discretionary Reserve Funds - Capital Purposes	5,933,455	18,360,935	10,986,172
<b>Total Reserve Funds</b>	10,170,960	22,356,851	12,238,162
<b>Reserves</b>	10,509,766	1,987,346	1,813,120
<b>Total Reserves &amp; Reserve Funds Before YE Transfers</b>	20,680,726	24,344,197	14,051,282
		<b>Unbooked Commitments</b>	<b>(632,869)</b>
		<b>Transfers to / From Capital</b>	TBD
		<b>Current Balance</b>	<b>13,418,413</b>



# Reserve and Reserve Fund Impact on Operating Budget (Net Transfers)

## Net Reserve & Reserve Fund Transfers

2019			
	<i>From</i>	<i>To</i>	<i>Net</i>
Council	0	0	0
Admin	0	52,000	52,000
Property	0	16,000	16,000
Fire	0	153,000	153,000
CBO	0	61,840	61,840
Roads	0	79,482	79,482
Streetlights	0	5,000	5,000
Rec	785,000	100,000	(685,000)
Planning	23,159	0	(23,159)
Cemetery	0	5,000	5,000
WNP Holding	49,100	0	(49,100)
<b>Taxation Total</b>	<b>857,259</b>	<b>472,322</b>	<b>(384,937)</b>
Sewer	240,317	0	(240,317)
Water	0	694,172	694,172
<b>User Fee Total</b>	<b>240,317</b>	<b>694,172</b>	<b>453,855</b>
<b>Grand Total</b>	<b>1,097,576</b>	<b>1,166,494</b>	<b>68,918</b>

2020			
	<i>From</i>	<i>To</i>	<i>Net</i>
Council	0	5,000	5,000
Admin	0	52,000	52,000
Property	0	16,000	16,000
Fire	0	153,000	153,000
CBO	0	27,944	27,944
Roads	184,760	79,482	(105,278)
Streetlights	0	5,000	5,000
Rec	35,760	100,000	64,240
Planning	0	0	0
Cemetery	0	5,000	5,000
WNP Holding	49,100	0	(49,100)
<b>Taxation Total</b>	<b>269,620</b>	<b>443,426</b>	<b>173,806</b>
Sewer	847,512	396,028	(451,484)
Water	123,968	236,426	112,458
<b>User Fee Total</b>	<b>971,480</b>	<b>632,454</b>	<b>(339,026)</b>
<b>Grand Total</b>	<b>1,241,100</b>	<b>1,075,880</b>	<b>(165,220)</b>



## Capital Considerations

### Capital Impact On Levy

	<b><i>2017 Levy Impact</i></b>	<b><i>2018 Levy Impact</i></b>	<b><i>2019 Levy Impact</i></b>	<b><i>2020 Levy Impact (Proposed)</i></b>
Roads & Drainage	1,796,519	1,194,000	1,752,125	1,494,150
Fleet	199,000	733,449	358,000	362,000
Parks & Recreation	159,830	-	50,875	314,192
Cemetery	-	-	33,500	-
Admin & Property	30,000	257,900	80,500	177,625
<b>Total</b>	<b>2,185,349</b>	<b>2,185,349</b>	<b>2,275,000</b>	<b>2,347,967</b>



# Capital Considerations

## Project Costs

Dept/Year	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Development Projects	-	-	1,166,000	974,915	860,385
Roads & Drainage	4,658,403	3,093,788	3,961,952	6,310,498	5,567,583
Waterworks	933,367	1,096,800	642,014	1,075,722	1,373,973
Sanitary Sewers	1,138,101	2,501,100	1,912,346	10,162,287	8,477,075
Fleet	462,000	485,000	1,100,000	629,983	847,000
Parks & Recreation	159,382	435,830	392,899	640,346	1,438,647
Fire	45,176	660,600	567,000	48,000	99,200
Admin & Property	293,750	116,750	522,000	209,656	254,125
Cemetery	-	-	-	33,500	-
<b>Total</b>	<b>7,690,179</b>	<b>8,389,868</b>	<b>10,264,211</b>	<b>20,084,907</b>	<b>18,917,988</b>



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## Capital Considerations

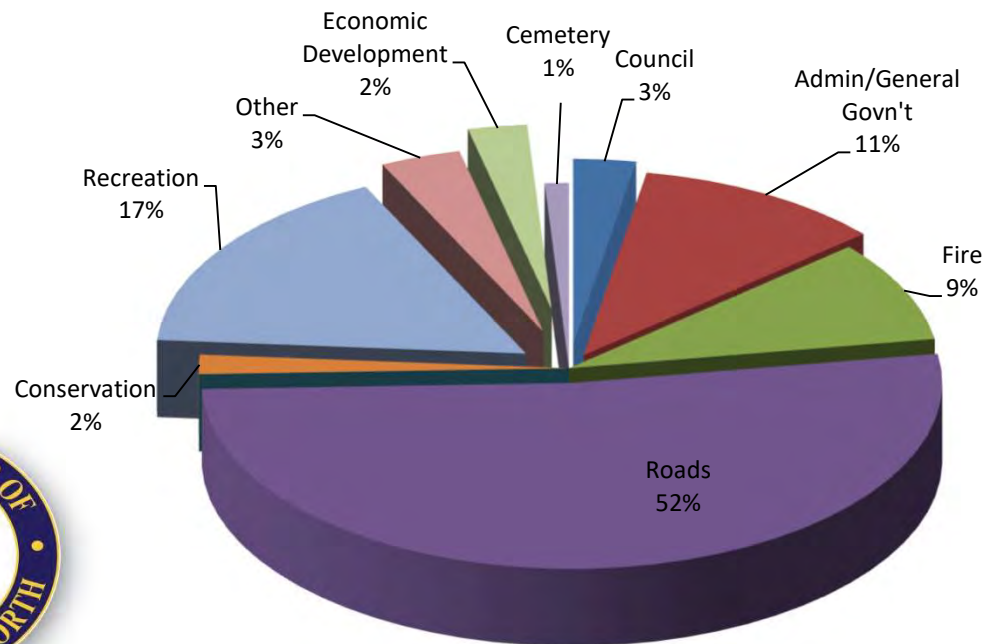
<b>Funding Model</b> Source/Year	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>
Revenue (levy, fees, etc)	2,327,351	4,237,940	4,141,251	3,927,128	3,716,047
Grants	1,487,112	1,801,792	1,292,203	1,448,000	2,039,830
Dev't Charges & Reserves	2,094,473	1,352,665	1,839,851	10,707,097	1,818,845
Developer Contributions	-	-	594,000	344,660	344,655
External Debt	-	-	-	-	-
Gas Tax	503,294	497,000	627,000	726,000	566,000
Sustained OCIF	294,841	500,471	705,210	1,050,428	1,030,120
Prior Year Carry Fwd	571,284	-	1,064,696	781,594	9,436,366
Unfunded Amounts	411,824	-	-	1,100,000	33,875
	<b>7,690,179</b>	<b>8,389,868</b>	<b>10,264,211</b>	<b>20,084,907</b>	<b>18,917,988</b>



## 2020 Proposed Fully Loaded Budget

	<u>2018</u>	<u>2019</u>	<u>YoY Increase (%)</u>	<u>2020 (Draft)</u>	<u>YoY Increase (%)</u>
Operating Budget	5,499,214	5,535,376	0.7%	5,037,584	-8.99%
Policy Mandated Transfer to Reserve funds	0	0	0%	113,600	100.00%
Net Transfers	(572,784)	(384,937)	-33%	173,806	-145.15%
Contributions to Capital	2,185,349	2,275,000	4.1%	2,347,967	3.21%
<b>Total Budget</b>	<b>7,111,779</b>	<b>7,425,439</b>	<b>4.4%</b>	<b>7,672,957</b>	<b>3.33%</b>
				2019 Organic Growth	1.53%
				<b>Impact on Existing Taxpayer</b>	<b>1.80%</b>

### 2020 Where Budget Dollars Go

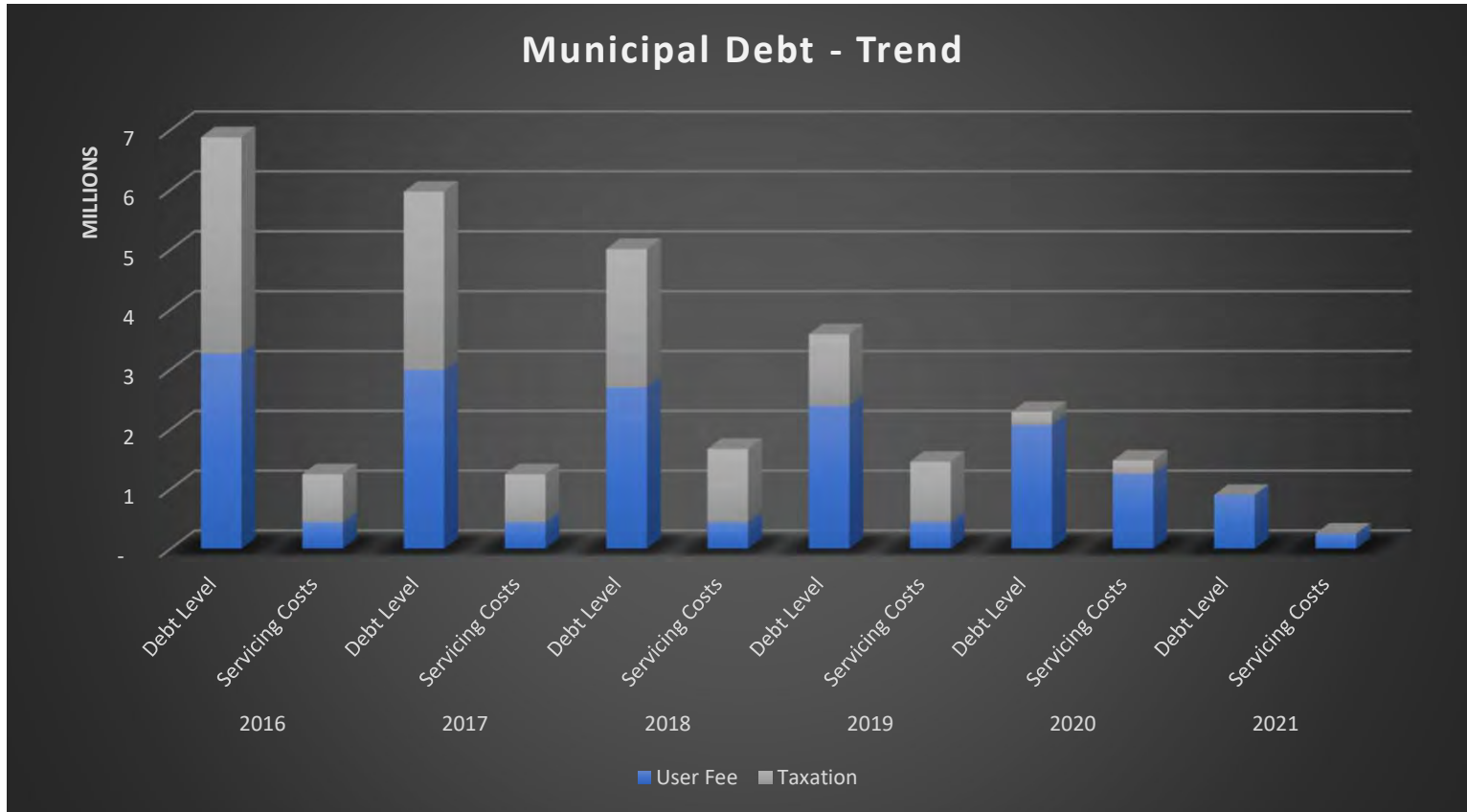


## ... a few items of note

- 2019 Organic Growth – 1.53%
- Proposed Budget Increase is 1.8% on existing tax base
- 79 Capital Projects identified by staff
- 20 in 20 initiatives identified but not incorporated into Capital Budget Figures
- Revision of inter-functional transfers incorporated into 2020 operating budget
- Last of 4 year phase-in prior to new assessment cycle
- 2020 Budget represents 3rd consecutive year of significant debenture debt servicing costs



# Municipal Debt Trend





# Discussion







Description of Capital Project	GL Codes	Estimated Total Cost of Project Including all Applicable taxes	Carry Forward from 2019 (Estimate)	Residual Capital Ask for 2020	Details / Comments	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	Developer Contributions	Other Municipal Grant	Sale of Equipment	User Fees	Tax Levy	Unfunded	If Reserve - reserve Name
		8,493,575	7,615,875	877,700													
<b>00-42 - WATERWORKS</b>																	
<b>Engineering Only</b>																	
Mount Forest Drive (Engineering Only)	2-00-42-315-5290	10,250	10,250	-													
South Water St (MF - Engineering Only)	2-00-42-318-5290	45,200	45,200	-													
Queen St. East (White's Bridge to Main - Design Only)		3,300	-	3,300										3,300			
John St. (Waterloo to Queen - Design Only)		16,500	-	16,500										16,500			
Walton St. (Tucker to Clarke - Design Only)		16,500	-	16,500										16,500			
Domville St. (Conestoga to Preston - Design Only)		16,500	-	16,500										16,500			
<b>Water/Sewer/Roads Projects</b>																	
William St Reconstruction	2-00-42-437-5290	136,147	136,147	-													
Isabella St. Reconstruction (Tucker to Eliza)	2-00-42-403-5290	150,924	150,924	-													
Fergus St. S (between Wellington & King)		260,000		260,000										260,000			
Georgina St. (between Frederick and Charles)	2-00-42-317-5290	296,152	20,352	275,800	OCIF - 2020 Allocation assumed to be \$1,030,120	235,820								39,980			
<b>Independent Water Projects</b>																	
Domville - Watermain Replacement (Tucker to Clarke)		245,000	-	245,000										245,000			
Dublin St. (North of North Water St.)		125,000	-	125,000										125,000			
Mount Forest Water Tower Design		75,000	-	75,000										75,000			
SCADA Win 10 O/S Update		55,000	-	55,000										55,000			
2020 Water Rate Study		17,500	-	17,500										17,500			
Replacement Pick-up Truck (2012 Ford)		46,500		46,500										46,500			
		1,515,473	362,873	1,152,600													
<b>00-52 - CEMETERY</b>																	
<b>00-70 - PARKS &amp; RECREATION</b>																	
Signage for Parks & Facilities	2-00-70-310-5290	34,300	14,300	20,000											20,000		
Trail Development/Expansion	2-00-70-343-5290	56,147	19,375	36,772										36,772			
AV BMX/Skateboard Park	2-00-70-312-5290	-	33,875	(33,875)												33,875	
Pool Communication Tech. Enhancements	2-00-70-314-5290	9,200	9,200	-													
MF - Pool	2-00-70-316-5290	50,000	-	50,000				50,000									
MF - Boardroom Table and Chairs		14,000	-	14,000										14,000			
Damascus Hall Furnace Replacement		5,500	-	5,500										5,500			
AV - Icemaking Piping Rehabilitation		1,094,500	-	1,094,500		364,780	437,800							291,920			
AV Ball Diamond Safety Netting		18,000	-	18,000										18,000			
Ball Diamond Fence Capping		15,000	-	15,000										15,000			
Pool Facilities - Dive Board & Vacuums		15,000	-	15,000										15,000			
MF - Optimist Ball Diamond Light Timer		7,000	-	7,000										7,000			
AV - Opti-Misses Park Rehabilitation		120,000	-	120,000								10,000		110,000			
AV - Roof		230,000	-	230,000		76,700	92,000							61,300			
AV Community Centre Accessible Playground		100,000	-	100,000										100,000			
MF - Bill Moody Park Drainage Upgrades		19,000	-	19,000										19,000			
MF - Sports Complex Floor Scrubber		7,500	-	7,500										7,500			
MF Sports Complex Generator		160,000	-	160,000										160,000			
MF Sports Complex Parking lot Paving		160,000	-	160,000										160,000			
MF - Cork St. Playground (Campbell deVore)		100,500	-	100,500										100,500			
Conn Playground and Park Improvements	TBD	-	-	TBD										-			
MF -Sports Complex - Compressor Computer Upgrade		46,000	-	46,000										46,000			
		2,261,647	76,750	2,184,897													
<b>2020 Summary</b>		<b>20,599,438</b>	<b>9,436,366</b>	<b>11,163,072</b>		<b>3,264,850</b>	<b>579,800</b>	<b>-</b>	<b>851,345</b>	<b>-</b>	<b>344,655</b>	<b>10,000</b>	<b>35,000</b>	<b>1,491,080</b>	<b>4,401,767</b>	<b>184,575</b>	

Description of Capital Project	GL Codes	Estimated Total Cost of Project Including all Applicable taxes	Carry Forward from 2019 (Estimate)	Residual Capital Ask for 2020	Details / Comments	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	Developer Contributions	Other Municipal Grant	Sale of Equipment	User Fees	Tax Levy	Unfunded	If Reserve - reserve Name			
			2-00-XX-000-3500			xx-4650	xx-4500	xx-4961	xx-4963	xx-4802	xx-4966	xx-4700	xx-4809	xx-4965	xx-4965					
<b>20 in 20 Initiatives</b>																				
2020 Asset Management Initiatives		218,450	-	218,450	FCM - MAMP Intake 2 Funding Opportunity Municipal Modernization Program - Intake 1		50,000										168,450	Modernization and Efficiency Grant		
2020 IT Security Assessment & Efficiency Initiatives		50,000	-	50,000														50,000	Modernization and Efficiency Grant	
AV Works - Shared Facility		Unknown		Unknown															Modernization and Efficiency Grant	
Streamline the economic development service delivery model		Unknown		Unknown																
		<b>268,450</b>	<b>-</b>	<b>268,450</b>																
<b>Development Driven Projects</b>																				
Durham / Church (Mt. Forest Developments)	2-00-30-302-5290	71,635	-	71,635	Roads				71,635									-	Tax Rate Stabilization	
Durham / Church (Mt. Forest Developments)	2-00-40-302-5290	23,454	-	23,454	Sewer				23,454										-	Sanitary Sewer Lifecycle
Durham / Church (Mt. Forest Developments)	2-00-42-302-5290	15,731	-	15,731	Water				15,731										-	Waterworks Reserve Fund
Durham St. East (Brad Wilson Severances)	2-00-30-431-5290	137,250	7,400	129,850	Roads						129,850								-	
Durham St. East (Brad Wilson Severances)	2-00-40-431-5290	32,685	2,270	30,415	Sewer						30,415								-	
Durham St. East (Brad Wilson Severances)	2-00-42-431-5290	159,540	81,150	78,390	Water						78,390								-	
Wellington St. East (P & M Reeves Severances)	2-00-30-432-5290	166,000	60,000	106,000	Roads						106,000								-	
	2-00-40-432-5290		-	-	Sewer														-	
	2-00-42-432-5290		-	-	Water														-	
Update Master Servicing Plans Arthur & Mount Forest-Water, Wastewater	2-00-40-417-5290	65,000	32,500	-	Community Growth Plan recommendation														-	
	2-00-42-417-5290		32,500	-															-	
South Water Street - SPS	2-00-40-339-5290	55,590	55,590	-															-	
Develop Master Stormwater Management Plan	2-00-30-417-5290	65,000	65,000	-	Community Growth Plan recommendation														-	
Develop Sidewalk Master Plan	2-00-30-310-5290	20,500	20,500	-															-	
EDO - Industrial Park Servicing	2-00-30-311-5290	48,000	22,675	25,325					25,325										-	Industrial / Commercial Property
		<b>860,385</b>	<b>379,585</b>	<b>480,800</b>																
<b>00-15 - ADMINISTRATION</b>																				
Community Initiated Projects		50,000	-	50,000				30,000								20,000			-	Tax Rate Stabilization Reserve
Kenilworth Generator		75,000	-	75,000			46,500									28,500			-	Tax Rate Stabilization Reserve
Microsoft GP Upgrade (Finance)		15,720	-	15,720												15,720			-	
Canon IR 5035 Copier Replacement		8,700	-	8,700												8,700			-	
Council Microphone / Sound System		13,260	-	13,260												13,260			-	
Council Table Replacement		6,690	-	6,690												6,690			-	
Council Video System		10,755	-	10,755												10,755			-	
Admin Records Management Software		25,000	-	25,000												25,000			-	
		<b>205,125</b>	<b>-</b>	<b>205,125</b>																
<b>00-16 - BUILDING / PROPERTY</b>																				
Arthur Municipal Office - Boiler Replacement, and Gas Install		11,000	-	11,000												11,000			-	
MF Municipal office - Repair / Reno Upstairs Washroom		18,000	-	18,000												18,000			-	
MF Municipal office - Replace Council Chambers Windows		20,000	-	20,000												20,000			-	
		<b>49,000</b>	<b>-</b>	<b>49,000</b>																
<b>00-20 - WELLINGTON NORTH FIRE SERVICE</b>																				
Bunker Gear		24,000	-	24,000					24,000										-	Wellington North Fire Res. Fund
Washer / Extractor		30,000	-	30,000					30,000										-	Wellington North Fire Res. Fund
SCBA Bottle Renewal		33,000	-	33,000					33,000										-	Wellington North Fire Res. Fund
MF Station - New roll-up Doors		12,200	-	12,200					12,200										-	Wellington North Fire Res. Fund
		<b>99,200</b>	<b>-</b>	<b>99,200</b>																
<b>00-30 - ROADS-FLEET</b>																				
Trailer Replacement		12,000		12,000												12,000			-	
2008 Volvo Dump truck Replacement (Rural Plow Truck)		280,000		280,000									15,000			265,000			-	
1998 JD (544H) Loader Replacement		260,000		260,000									20,000			40,000			-	Capital Equip. Res. Fund
1995 Pelican Sweeper Replacement		250,000		250,000					200,000							-			-	Capital Equip. Res. Fund
2008 Chevy Pick-up Replacement		45,000		45,000					250,000							45,000			-	
		<b>847,000</b>	<b>-</b>	<b>847,000</b>																
<b>00-30 - BRIDGES/CULVERTS</b>																				
Bridge 2018 -Concession 9 (Between Sdrd 6W and Sdrd 7W)		319,000		319,000					319,000										-	Federal Gas Tax
Bridge 2035 - Line 8 (Between Sdrd 3 and Sdrd 7)		50,000		50,000					50,000										-	Federal Gas Tax
Bridge 2057 - 1st Line (Between Sdrd 25 and Sdrd 30)		197,000		197,000					197,000										-	Federal Gas Tax
		<b>566,000</b>	<b>-</b>	<b>566,000</b>																
<b>00-30 - ROADS</b>																				

Description of Capital Project	GL Codes	Estimated Total Cost of Project Including all Applicable taxes	Carry Forward from 2019 (Estimate)	Residual Capital Ask for 2020	Details / Comments	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	Developer Contributions	Other Municipal Grant	Sale of Equipment	User Fees	Tax Levy	Unfunded	If Reserve - reserve Name
<b>Engineering Only</b>																	
Mount Forest Drive (Engineering Only)	2-00-30-316-5290	10,250	10,250	-													
Queen St. East (White's Bridge to Main - Design Only)		3,400	-	3,400										16,500	3,400		-
John St. (Waterloo to Queen - Design Only)		17,000	-	17,000										3,300	17,000		-
Domville St. (Conestoga to Preston - Design Only)		17,000	-	17,000										16,500	17,000		-
<b>Water/Sewer/Roads Projects</b>																	
William St Reconstruction	2-00-30-437-5290	9,466	9,466	-													
Isabella St. Reconstruction (Tucker to Eliza)	2-00-30-403-5290	735,288	735,288	-													
Fergus St. S (between Wellington & King)	TBD	450,000		450,000					222,000						228,000		- Capital Infrastructure Reinvestment
Georgina St. (between Frederick and Charles)	2-00-30-317-5290	499,579	8,679	490,900	OCIF - 2020 Allocation assumed to be \$1,030,120	490,900											-
<b>Connecting Link - Contingent upon Funding</b>																	
George / Smith St (Connecting Link)	2-00-30-359-5290	2,000,000	138,000	1,862,000	Contingent upon Connecting Link Funding Approval	1,793,250									68,750		-
<b>Gravel - Base Rebuild</b>																	
Sideroad 10 West		110,000		110,000											110,000		-
<b>Resurfacing - Rural</b>																	
Paving of Concession 6 North Hwy 6 to Hwy 89		580,000		580,000											580,000		-
Paving of Sideroad 5 East (Con. 6N to East of Spring Valley)		120,000		120,000											120,000		-
<b>Resurfacing - Urban</b>																	
Resurface Roads in Conn		70,000		70,000											70,000		-
Resurface North Water & Peel St.		40,000		40,000											40,000		-
Resurface Roy Grant St.		25,000		25,000											25,000		-
Resurface Wellington St. E.		40,000		40,000											40,000		-
Resurface York St.		55,000		55,000											55,000		-
Pedestrian Safety Measures	2-00-30-350-5290	45,000	25,000	20,000											20,000		-
Mount Forest Drive - Right turn Lane	2-00-30-453-5290	74,600	74,600	-													-
Works Yard Upgrades - Kenilworth, Damascus, MF, and AV		20,000	-	20,000											20,000		-
Sidewalk Installation - King St. Between London & 440 King St. E		55,000	-	55,000											55,000		-
Sidewalk Installation - Eastview Dr. Between Eliza and Bellfield		25,000	-	25,000											25,000		-
		<b>5,001,583</b>	<b>1,001,283</b>	<b>4,000,300</b>													
<b>00-40 - SANITARY SEWERS</b>																	
<b>Engineering Only</b>																	
Mount Forest Drive (Engineering Only)	2-00-40-316-5290	30,750	30,750	-													
John St. (Waterloo to Queen - Design Only)		16,500	-	16,500										16,500			-
Queen St. East (White's Bridge to Main - Design Only)		3,300	-	3,300										3,300			-
Domville St. (Conestoga to Preston - Design Only)		16,500	-	16,500										16,500			-
<b>Water/Sewer/Roads Projects</b>																	
William St Reconstruction	2-00-40-437-5290	349,475	349,475	-													
Isabella St. Reconstruction (Tucker to Eliza)	2-00-40-403-5290	222,948	222,948	-													
Fergus St. S (between Wellington & King)		310,000		310,000										310,000			-
Georgina St. (between Frederick and Charles)	2-00-40-317-5290	323,752	20,352	303,400	OCIF - 2020 Allocation assumed to be \$1,030,120	303,400								-			-
<b>Other Sanitary Sewer Items for Consideration</b>																	
AV - OCWA recommended projects	2-00-40-379-5290	65,000		65,000										65,000			-
MF - OCWA recommended projects	2-00-40-380-5290	97,500		97,500										97,500			-
MF SCADA System Upgrades	2-00-40-405-5290	230,000	198,500	31,500										31,500			-
2020 Water Rate Study		17,500		17,500										17,500			-
Arthur Wastewater Treatment Plant Upgrades Phase 1	2-00-40-311-5290	6,793,850	6,793,850	-													-
		<b>8,477,075</b>	<b>7,615,875</b>	<b>861,200</b>													
<b>00-42 - WATERWORKS</b>																	
<b>Engineering Only</b>																	

Description of Capital Project	GL Codes	Estimated Total Cost of Project Including all Applicable taxes	Carry Forward from 2019 (Estimate)	Residual Capital Ask for 2020	Details / Comments	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	Developer Contributions	Other Municipal Grant	Sale of Equipment	User Fees	Tax Levy	Unfunded	If Reserve - reserve Name
Mount Forest Drive (Engineering Only)	2-00-42-315-5290	10,250	10,250	-													
South Water St (MF - Engineering Only)	2-00-42-318-5290	45,200	45,200	-													
Queen St. East (White's Bridge to Main - Design Only)		3,300	-	3,300										3,300			
John St. (Waterloo to Queen - Design Only)		16,500	-	16,500										16,500			
Domville St. (Conestoga to Preston - Design Only)		16,500	-	16,500										16,500			
<b>Water/Sewer/Roads Projects</b>																	
William St Reconstruction	2-00-42-437-5290	136,147	136,147	-													
Isabella St. Reconstruction (Tucker to Eliza)	2-00-42-403-5290	150,924	150,924	-													
Fergus St. S (between Wellington & King)		260,000	-	260,000										260,000			
Georgina St. (between Frederick and Charles)	2-00-42-317-5290	296,152	20,352	275,800	OCIF - 2020 Allocation assumed to be \$1,030,120	235,820								39,980			
<b>Independent Water Projects</b>																	
Domville - Watermain Replacement (Tucker to Clarke)		245,000	-	245,000										245,000			
Mount Forest Water Tower Design		75,000	-	75,000										75,000			
SCADA Win 10 O/S Update		55,000	-	55,000										55,000			
2020 Water Rate Study		17,500	-	17,500										17,500			
Replacement Pick-up Truck (2012 Ford)		46,500	-	46,500										46,500			
		<b>1,373,973</b>	<b>362,873</b>	<b>1,011,100</b>													
<b>00-52 - CEMETERY</b>																	
<b>00-70 - PARKS &amp; RECREATION</b>																	
Signage for Parks & Facilities	2-00-70-310-5290	34,300	14,300	20,000											20,000		
Trail Development/Expansion	2-00-70-343-5290	56,147	19,375	36,772											36,772		
AV BMX/Skateboard Park	2-00-70-312-5290	-	33,875	(33,875)												33,875	
Pool Communication Tech. Enhancements	2-00-70-314-5290	9,200	9,200	-													
MF - Pool	2-00-70-316-5290	50,000	-	50,000					50,000								Outdoor Rec. DC
MF - Boardroom Table and Chairs		14,000	-	14,000											14,000		
Damascus Hall Furnace Replacement		5,500	-	5,500											5,500		
AV - Icemaking Piping Rehabilitation		1,094,500	-	1,094,500	Contingent on ICIP Grant Funding	364,780	437,800		219,000						72,920		Facilities Maint. Reserve
AV Ball Diamond Safety Netting		18,000	-	18,000											18,000		
Ball Diamond Fence Capping		15,000	-	15,000											15,000		
Pool Facilities - Dive Board & Vacuums		15,000	-	15,000											15,000		
MF - Optimist Ball Diamond Light Timer		7,000	-	7,000											7,000		
AV - Opti-Misses Park Rehabilitation		120,000	-	120,000	County Accessibility Grant Candidate							10,000			110,000		
		<b>1,438,647</b>	<b>76,750</b>	<b>1,361,897</b>													
<b>2020 Summary</b>		<b>19,186,438</b>	<b>9,436,366</b>	<b>9,750,072</b>		<b>3,188,150</b>	<b>487,800</b>	<b>76,500</b>	<b>1,742,345</b>	<b>-</b>	<b>344,655</b>	<b>10,000</b>	<b>35,000</b>	<b>1,333,080</b>	<b>2,347,967</b>	<b>184,575</b>	



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CAPITAL PROJECT SHEET				
Department:	Administration			
Project Name:	Community Initiated Projects			
Asset Name:	n/a	Import ID:		
Project Description	Service/facility enhancements initiated by the Community			
Project Justification	Council endorsed CAO 2016-020 Community Initiated Projects Guidelines, Application, Decision Matrix. Council further endorsed establishing a Community Initiated Project Matching Fund as part of the 2017 Budget. Up to \$50,000 could be utilized to match funds up to 50/50 with the community group initiating the project. 2020 is a continuation of this program.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management				
Legislative Requirement				
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement				
Growth related				
Service enhancements				
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$50,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$50,000			
<b>Funding</b>				





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Reserves (council community & contingency reserve)				
Reserve Funds				
Taxation (Transfers to Capital)	\$50,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$50,000			
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>    Mike Givens    </u> Department Head: <u>    MG    </u>				
Date Prepared: <u>  Oct. 21/19    </u>				
Reviewed by Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Admin			
Project Name:	Kenilworth Generator Installation			
Asset Name:	Kenilworth Generator	Import ID:		
Project Description	Project will see the installation of a back-up generator at the Kenilworth Municipal office.			
Project Justification	<p>Kenilworth is centrally located between the urban centres of Arthur and Mount Forest, and houses the Township data centre, phone systems, and communication tower that acts as a transfer / relay point for multiple communication platforms.</p> <p>Increased reliance on newer technologies requires a constant source of electricity to ensure appropriate climate control and mitigate periods of blackout or service disruption.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	Would mitigate risk associated with climate control (data centre), and service interruption Telephone, Data, Etc.
Legislative Requirement	X			
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related		X		
Service enhancements			X	Service stability, and emergency management advantages
<b>Total</b>	<b>3</b>	<b>1</b>	<b>2</b>	
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	75,000			
Sub-Contractor/Equipment Rental				



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Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees				
<b>Funding</b>				
Reserves	46,500			
Reserve Funds				
Taxation (Transfers to Capital)	28,500			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	75,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: May'2020				
Projected New Operating Costs per year: Unknown				
Previous Operating Costs: N/A				
Submitted By: <u>Adam McNabb</u> Department Head: <u>Admin</u>				
Date Prepared: <u>10-Dec-2019</u> Reviewed by				
Treasurer: <u>AM</u>				



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CAPITAL PROJECT SHEET			
Department:	Admin – Finance		
Project Name:	Microsoft Great Plains (GP) Upgrade		
Asset Name:	Microsoft GP Upgrade	Import ID:	
Project Description	Upgrade of the existing Finance software platform		
Project Justification	The current version of the software currently being utilized by the finance team is of the 2013 vintage and has had two update releases since the installation of the existing package. The software itself is covered by our existing annual maintenance agreement; however, it is anticipated that to get to the current iteration of the software, the Township would require consulting and IT resources to make iterative server and database updates that are beyond the technical expertise of our current staff compliment.		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	
Legislative Requirement	X			
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	
Growth related		X		
Service enhancements		X		
<b>Total</b>	2	2	2	

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	6,600 – Server Upgrades			
Sub-Contractor/Equipment Rental				
Consulting Fees	6,570 – Central Square 1,550 –			



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	Managed Service Provider			
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency	1,000			
Total Fees	15,720			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	15,720			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	15,720			
<b>Net Operating Cost</b>				
Estimated Completion Date: December 2020				
Projected New Operating Costs per year: N/A				
Previous Operating Costs: N/A				
Submitted By: <u>Adam McNabb</u> Department Head: <u>AM</u>				
Date Prepared: <u>November 19, 2020</u> Reviewed by				
Treasurer: <u>AM</u>				



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CAPITAL PROJECT SHEET				
Department:	Admin			
Project Name:	Kenilworth Copier Replacement			
Asset Name:	Kenilworth Copier Replacement	Import ID:		
Project Description	Project will see the replacement of an existing copier unit currently located at the Kenilworth Municipal Administration office.			
Project Justification	<p>The existing copier unit was purchased in 2014 and serves as the main copier for the administrative staff, while also facilitating larger print jobs that require colour output. The existing unit is currently serviced under a maintenance agreement which auto-renews annually and is subject to cancellation by either party on 30 days written notice.</p> <p>Typical lifespan for a copier in an office environment ranges between 3 and 5 years depending on utilization. With the copier now eclipsing the 5-year mark, suffering quality deterioration, and more frequent service requests. It is the opinion of staff, and our current service provider that this copier be earmarked for replacement in the 2020 calendar year.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			Two copiers exist – inherent backup should one be taken offline for servicing
Legislative Requirement	X			N/A
Operational Saving, Short Payback	X			It is anticipated that the Township would enter into a service agreement with the purchase of new printers thus cost savings would be minimal.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Copier currently at the high end of its expected useful life, and service calls becoming more frequent.
Growth related		X		It is anticipated that with the replacement of this



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				machine, technologies have improved, and would provide more yield, and functionality.
Service enhancements			X	Current units are experiencing quality degradation given in-service life, and utilization.
<b>Total</b>	3	1	2	

**CAPITAL PROJECT COSTING AND FUNDING**

<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	7,700			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency	1,000			
<b>Total Fees</b>	<b>8,700</b>			

<b>Funding</b>	2020	2021	2022	2023
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	8,700			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>	<b>8,700</b>			

**Net Operating Cost**

Estimated Completion Date: December 31, 2020  
 Projected New Operating Costs per year: Similar to existing unit  
 Previous Operating Costs: \$5,400  
 Submitted By: Adam McNabb Department Head: MG



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Date Prepared: 27-Nov-19 Reviewed by \_\_\_\_\_  
Treasurer: AM





# Township of Wellington North

CAPITAL PROJECT DETAIL SHEET

2020 BUDGET

CAPITAL PROJECT SHEET				
Department:	ADMIN			
Project Name:	Council sound system			
Asset Name:		Import ID:		
Project Description	Sound System			
Project Justification				
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement			X	Accessibility-hearing impaired
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related	X			
Service enhancements			X	
<b>Total</b>	<b>4</b>		<b>2</b>	
CAPITAL PROJECT COSTING AND FUNDING				
<b>Costs</b>	2020	2021	20220	2023
Capital Purchases/Contractor/Material	13260.00			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>13260.00</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	X			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>	<b>13260.00</b>			
Net Operating Cost				
Estimated Completion Date: summer 2020				
Projected New Operating Costs per year IT				
Previous Operating Costs: nil				
Submitted By: _____ Karren Wallace _____ Department Head: _____ Mike Givens _____				
Date Prepared: _____ Nov 4, 2019 _____ Reviewed by Treasurer: _____				



# Township of Wellington North

CAPITAL PROJECT DETAIL SHEET

2020 BUDGET

CAPITAL PROJECT SHEET				
Department:	ADMIN			
Project Name:	Council Table			
Asset Name:	Council Table			
Project Description	New council table			
Project Justification	Updating & reconfiguring			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		Ingress and egress is restricted
Legislative Requirement			X	Table is not accessible for those with mobility devices (wheelchair)
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	
Growth related	X			
Service enhancements			X	
<b>Total</b>	<b>2</b>	<b>1</b>	<b>3</b>	
CAPITAL PROJECT COSTING AND FUNDING				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	6,690.00			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>				
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	X			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>	<b>6,690.00</b>			
Net Operating Cost				
Estimated Completion Date: summer 2020				
Projected New Operating Costs per year: nil				
Previous Operating Costs:				
Submitted By: <u>    Karren Wallace    </u>		Department Head: _____		
Date Prepared: <u>    Nov 4, 2019    </u>		Reviewed by Treasurer: _____		



# Township of Wellington North

CAPITAL PROJECT DETAIL SHEET  
2020 BUDGET

CAPITAL PROJECT SHEET				
Department:	ADMIN			
Project Name:	Council sound system			
Asset Name:		Import ID:		
Project Description	Video System			
Project Justification				
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement	X			
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related	X			
Service enhancements			X	
<b>Total</b>	<b>4</b>		<b>2</b>	
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	10755.00			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>10755.00</b>			
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	X			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>	<b>11,943.37</b>			
Net Operating Cost				
Estimated Completion Date: summer 2020				
Projected New Operating Costs per year: IT costs				
Previous Operating Costs: nil				
Submitted By: _____ Karren Wallace _____ Department Head: _____ Mike Givens _____				
Date Prepared: ___ Nov 4, 2019 _____ Reviewed by Treasurer: _____				



# Township of Wellington North

CAPITAL PROJECT DETAIL SHEET

2020 BUDGET

CAPITAL PROJECT SHEET				
Department:	ADMIN			
Project Name:	Records Management software			
Asset Name:		Import ID:		
Project Description	Records Management software			
Project Justification				
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	
Legislative Requirement		X		
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related		X		
Service enhancements			X	
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	
CAPITAL PROJECT COSTING AND FUNDING				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	25,000.00 ESTIMATE			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>				
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	X			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>				
Net Operating Cost				
Estimated Completion Date: 2020				
Projected New Operating Costs per year: \$2,000.00 estimate				
Previous Operating Costs: nil				
Submitted By: _____ Karren Wallace _____ Department Head: _____ Mike Givens _____				
Date Prepared: _____ Nov 4, 2019 _____ Reviewed by Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Property		
Project Name:	Boiler Replacement		
Asset Name:	Former Arthur Municipal Office	Import ID:	NA
Project Description	Remove and dispose of oil boiler and replace with a natural gas boiler including the installation of natural gas to the building.		
Project Justification	<p>The oil boiler has been in service in excess of 20 years and is becoming unreliable.</p> <p>Replacement with a natural gas boiler will operate more efficiently and be more cost effective to operate.</p>		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		Removal of the oil tank will eliminate the risk of an oil leak/spill, reduce risk of failure and freezing
Legislative Requirement	X			
Operational Saving, Short Payback			X	Cost of operating a gas boiler is much cheaper than an oil boiler
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	This building is not occupied everyday, risk of boiler going offline without anyone noticing
Growth related	X			
Service enhancements		X		Natural gas is a cleaner burning fuel
<b>Total</b>				

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	11,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				



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Legal Fees				
Contingency				
<b>Total Fees</b>	<b>11,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	11,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>	<b>11,000</b>			
<b>Net Operating Cost</b>				
Estimated Completion Date: September 2020				
Projected New Operating Costs per year: \$2,100				
Previous Operating Costs: \$3,900				
Submitted By: Darren Jones		Department Head: Darren Jones		
Date Prepared: December 10, 2019		Reviewed by: Darren Jones		
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Property		
Project Name:	Upstairs washroom renovations		
Asset Name:	Former Mount Forest Municipal Office	Import ID:	NA
Project Description	<p>Removal of plumbing fixtures, mix and match drains, vents and piping, marble stalls and knob and tube wiring.</p> <p>Wood frame partition will be constructed, new fixtures, plumbing and electrical wiring and fixtures will be installed including an exhaust fan in each.</p>		
Project Justification	The existing plumbing fixtures, drains and piping require replacement to operate correctly, replacement of the remainder of the materials should be completed while the walls, floors and ceilings are opened.		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	Fixtures are not operating correctly, in part due to the drainage and water supply system, risk of flooding.
Legislative Requirement	X			
Operational Saving, Short Payback			X	Water closets have been known to run causing high water usage
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	The existing washrooms are beyond their useful life without a renovation
Growth related	X			
Service enhancements	X			With this renovation we be able to continue to serve our tenants.
<b>Total</b>				

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	18,000			
Sub-Contractor/Equipment Rental				



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Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	18,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	18,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	18,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: October 2020				
Projected New Operating Costs per year: n/a				
Previous Operating Costs: n/a				
Submitted By: Darren Jones		Department Head: Darren Jones		
Date Prepared: December 10, 2019		Reviewed by: Darren Jones		
Treasurer: _____				





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CAPITAL PROJECT SHEET				
Department:	Property			
Project Name:	Jean Weber Reading Room Window Replacement			
Asset Name:	Former Mount Forest Municipal Office	Import ID:	NA	
Project Description	Replacement of wood frame, single pane windows and storm windows with vinyl frame Low E/Argon panes.			
Project Justification	<p>The existing wood frames are deteriorating and have been painted shut, the aluminum frame storm windows are no longer operable and therefore can not be cleaned. One of the six windows have been broken by vandalism.</p> <p>The replacement windows will be operable and efficient. The windows will have round tops and green vinyl exterior maintaining the historical appearance.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		Double hung windows can be cleaned from the interior of the building
Legislative Requirement	X			
Operational Saving, Short Payback	X			Windows will be more efficient. We may see a slight cost savings
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	The existing windows are original to the building and have been well maintained over the years but will be difficult to maintain moving forward as material replacements are required
Growth related	X			
Service enhancements		X		Glass selection will be important to reduce the ultraviolet rays from entering and deteriorating the historical items on display
<b>Total</b>				



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<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	20,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>20,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	20,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>	<b>20,000</b>			
<b>Net Operating Cost</b>				
Estimated Completion Date: October 2020				
Projected New Operating Costs per year: n/a				
Previous Operating Costs: n/a				
Submitted By: Darren Jones		Department Head: Darren Jones		
Date Prepared: December 10, 2019		Reviewed by: Darren Jones		
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Wellington North Fire Service			
Project Name:	Bunker Gear (Protective Clothing)			
Asset Name:	Bunker Gear	Import ID:		
Project Description	Replace bunker gear after their 10-year life expectancy.			
Project Justification	Firefighter health and safety as per NFPA and OH&SA standards and regulations.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	Risk to firefighters. Injury, illness, burns, death. Years in service and amount of usage play a significant part in the life expectancy of the bunker gear.
Legislative Requirement			X	Due Diligence and 10 YEAR LIFE CYCLE (NFPA 1971, NFPA 1851, OSHA 25(1)(b) & 25 (2)(h) and O. Reg 714/94) Manufacturers instructions.
Operational Saving, Short Payback		X		Establishing a controllable exchange cycle so it is manageable annually and is consistent. At the moment some years are heavy, and others are light for replacement.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	10 YEAR LIFE CYCLE as previously mentioned above. Firefighters cannot enter into a burning building with outdated gear without serious consequences should something go wrong.
Growth related	X			Replacing existing equipment
Service enhancements	X			Replacing existing



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equipment				
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2019	2020	2021	2022
Capital Purchases/Contractor/Material	33,000	20,000	18,000	18,000
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees				
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	33,000	20,000	18,000	18,000
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:	annual replacement (5 to 6 sets per year)			
Projected New Operating Costs per year:	2020 \$20,000.00			
Previous Operating Costs:	2019, 30,000.00			
Submitted By: Marco Guidotti	Department Head: Dave Guilbault			
Date Prepared: November 04, 2019	Reviewed by Treasurer: Adam McNabb			



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<b>CAPITAL PROJECT SHEET</b>				
Department:	Wellington North Fire Service			
Project Name:	Extractors (washing machines)			
Asset Name:	Continental Girbau	Import ID:		
Project Description	2 X 20lbs extractors for each station (4 total)			
Project Justification	Firefighter health and safety. Decontamination of PPE			
<b>PROJECT MATRIX</b>				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			high	60% greater chance of developing one of 11 known cancers due to deadly carcinogens while fighting fires.
Legislative Requirement			high	NFPA 1500, NFPA 1851, Section 21 Guidance Note #4-8, Section 21 Guidance Note #4-14
Operational Saving, Short Payback		Medium		Cost savings due to washing internally. No travel costs, no external washing, or multiple inspections. Will pay for itself within 10 years.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		Medium		Extractors are good for 15 to 20 years depending on use.
Growth related		Medium		Will be able to accommodate any growth
Service enhancements			high	24 hours turn around on bunker gear. 7 to 10 days now for external service.
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
Costs	2019	2020	2021	2022
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental				

E-SERIES HIGH-PERFORMANCE WASHER-EXTRACTORS FOR ON-PREMISE LAUNDRIES



Designed to drive down water, electrical and gas costs while improving productivity, E-Series High-Performance Washer-Extractors deliver high-speed extract, an easy-to-install, freestanding design, unmatched durability and the ultimate in programmability!

EH020  
EH030  
EH040  
EH055

**CONTINENTAL**  
GIRBAU

## E-SERIES HIGH-PERFORMANCE WASHER-EXTRACTORS MAXIMIZING ENERGY EFFICIENCY & PRODUCTIVITY

*E-Series Washers, in 20-, 30-, 40- and 55-pound capacities, bring together unique engineering elements, including a freestanding and sump-less design, programmable high-speed extract, exclusive features and superior programmability to cut utility and labor costs, and boost productivity.*

### ZERO-IMPACT INSTALLATION

The freestanding design of E-Series allows for quick installation and same-day operation. Unlike hard-mount washers, there is no need to bolt E-Series Washers to concrete foundations. The machines are constructed using a Multi-Directional Springs (MDS) system that absorbs 95 percent of all vibrations during the wash process. This enables installation in unconventional locations, including laundry rooms with in-floor heat and above ground-level laundries—all with little or no floor preparation or cost. Moreover, the freestanding design allows laundries to easily relocate E-Series Washers with zero impact on the facility.

### SUPER-SPEED EXTRACT

E-Series Washers quietly and gently reach extract speeds up to 354 G-force, about 250 G-force more than most hard-mount washers. The high-speed extraction removes more water from each load—reducing dry-time, operating time, utility consumption and labor expense. By cutting dry-time, load heat exposure and mechanical action are also reduced, resulting in less linen wear. Linen lasts longer and so do your dryers, which run fewer hours per day.

### STINGY ON WATER

E-Series technology allows for superior wash quality using considerably less water than many competitive washers. E-Series are designed without a sump, a water containment area at the base of the washer. This saves up to 3 gallons of water with each fill when compared to machines equipped with an outer tub sump. Less water used equates to lower water-heating costs and reduced chemical usage. E-Series' AquaFall™ system further enhances efficiency. Water enters the washer drum via holes in the drum lifters. As the drum turns, lifters release water from above, enabling superior load saturation, chemical penetration and rinsing. Continental's Aqua-Mixer™ system also improves wash action by mixing hot and cold water to achieve precise bath temperatures—minimizing hot water consumption.

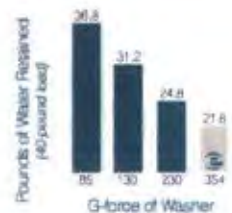
### PROVEN CONSTRUCTION, DURABILITY & LONGEVITY

E-Series Washers feature durable AISI-304 stainless steel inner and outer drums designed for constant use. The front, side and top panels are constructed of steel and coated with Continental's unique Titan Steel Finish™ for superior appearance and corrosion resistance. Each component is engineered with as few welds as possible for unmatched strength. The oversized door, which allows for easy loading and unloading, is also equipped with a heavy-duty, bolt-style hinge to withstand the rigors of constant use. From the rounded cabinet corners to the oversized bearings and quality sealing system, no details were overlooked. No wonder E-Series is backed by a solid manufacturer's warranty!

### EASE OF MAINTENANCE

We've simplified maintenance requirements on our E-Series line, and simultaneously, ensured accessibility of components. The top panel of the washer is easily removed without interfering with chemical dispensers, and the drain is easily accessible via the removal of the front panel. Bearings are lubricated for a lifetime, the poly-v belt needn't be tightened and bearings and seals are easily replaced without removing the washer drum.

### E-SERIES GIVES YOU MORE U:



**Less Water Retained After Extract!**  
The freestanding design of E-Series enables extraction speeds of up to 354 G-force, about 250 G-force more than most hard-mount washers. The high-speed extract removes significantly more water from each load—decreasing dry-time.

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<b>CAPITAL PROJECT SHEET</b>				
Department:	Wellington North Fire Service			
Project Name:	SCBA bottle renewal			
Asset Name:	Scott 2216 SCBA bottles	Import ID:		
Project Description	Replacement of expired SCBA bottles. 110 total			
Project Justification	Bottles will be expired in five years			
<b>PROJECT MATRIX</b>				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			high	Bottles have a life expectancy of 15 years. Using bottles past this time frame could lead to legal implications, health and safety concerns, injury and/or death.
Legislative Requirement			high	NFPA 1852 Chapter 4 & Manufacturer instructions
Operational Saving, Short Payback			high	Buying in bulk better purchasing power.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			high	Routine replacement. No asset beyond lifecycle. Firefighter safety. Firefighters cannot be in contaminated atmospheres without appropriate certified SCBA.
Growth related	low			No, existing inventory replacement
Service enhancements	low			Staying the same
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
Costs	2019	2020	2021	2022
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				





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Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees				
<b>Funding</b>				
Reserves (for the next 5 years)		\$33,000	\$33,000	\$33,000
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:	June 2025			
Projected New Operating Costs per year:	zero			
Previous Operating Costs:	zero			
Submitted By: Marco Guidotti	Department Head: Dave Guilbault			
Date Prepared: October 25, 2019	Reviewed by			
Treasurer:				

To be  
sent out  
for testing

A15

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BREATHING  
AIR ONLY  
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UN 1002

SCOTT  
AIR-PAK

MF25

SCOTT  
BREATHING  
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2216 P.S.I.  
UN 1002

SCOTT  
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### CAPITAL PROJECT SHEET

Department:	Wellington North Fire Service		
Project Name:	Mount Forest Station roll up doors		
Asset Name:	Commercial 2000 Series insulated steel doors	Import ID:	
Project Description	Replace existing roll up doors at the Mount Forest Station		
Project Justification	Elements enter building. Rain, snow and wind. Weather striping missing and doors damaged. Will improve heating costs on the apparatus floor.		

### PROJECT MATRIX

Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		Medium		If the doors do not function properly there is potential for apparatus and building damage
Legislative Requirement	Low			
Operational Saving, Short Payback			High	Energy costs should be lower
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		Medium		Doors are as old as the building. Repairs are more frequent and repetitive
Growth related	Low			
Service enhancements		Medium		More reliability. Face lift to the existing building.
<b>Total</b>				

### CAPITAL PROJECT COSTING AND FUNDING

Costs	2019	2020	2021	2022
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees				



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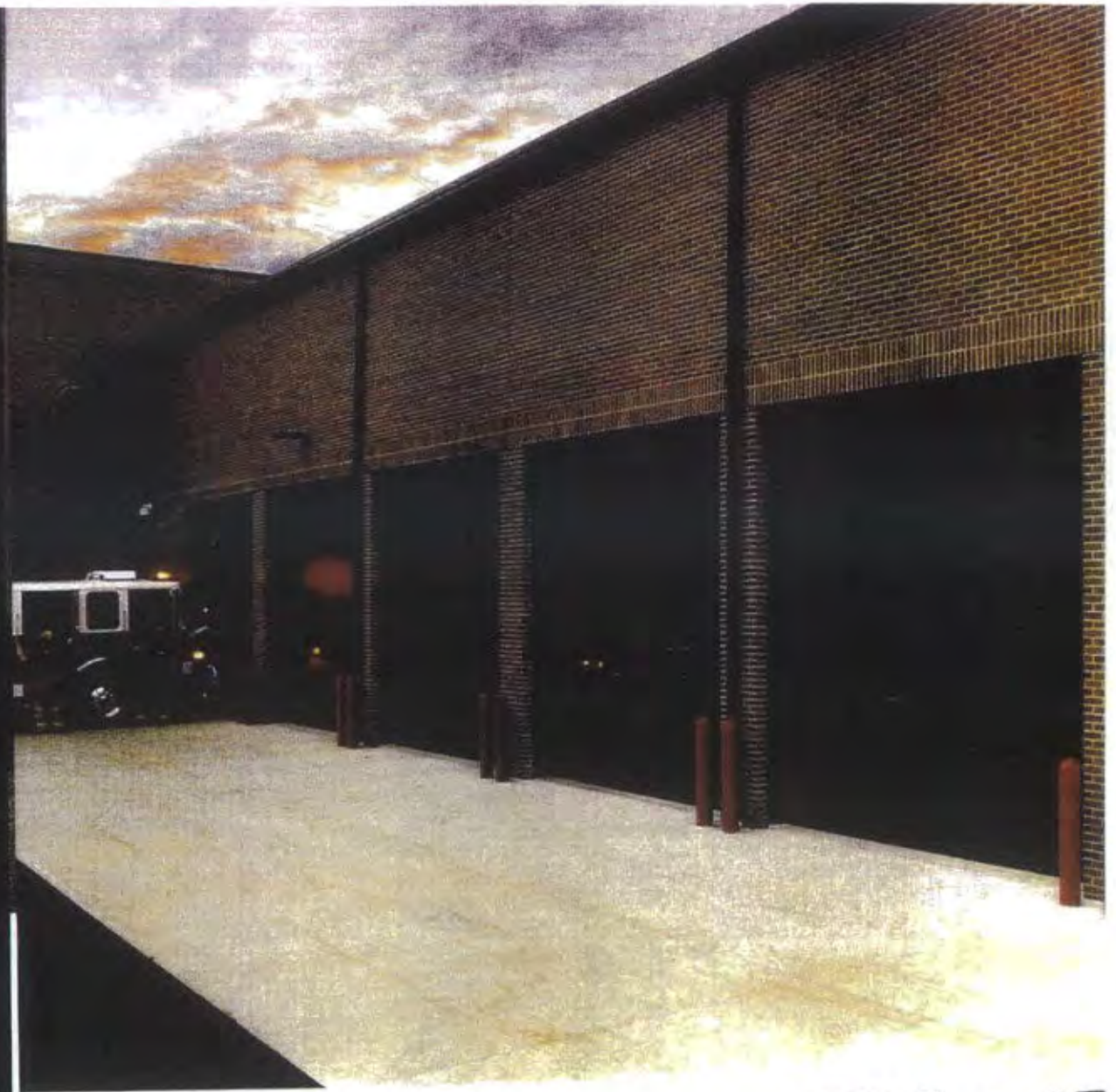
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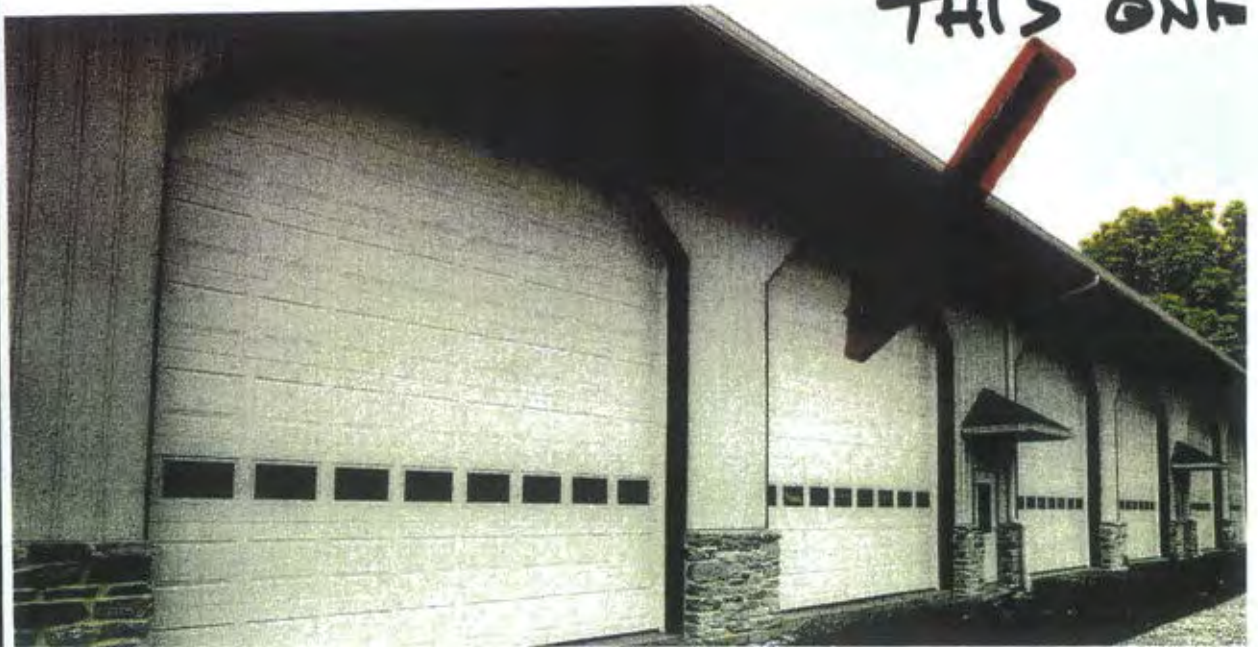
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<b>Funding</b>				
Reserves		\$12,200.00		
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:		June 2020		
Projected New Operating Costs per year:		Zero		
Previous Operating Costs:		\$500.00		
Submitted By: Marco Guidotti		Department Head: Dave Guilbault		
Date Prepared: October 28, 2019		Reviewed by Treasurer: Adam McNabb		



THIS ONE



PRESENT DOORS

1983



PRESENT DOORS

1983





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CAPITAL PROJECT SHEET				
Department:	Public Works			
Project Name:	Trailer			
Asset Name:	Utility Trailer	Import ID:		
Project Description	Project will replace existing utility trailer			
Project Justification	Project will replace aged utility trailer used for transporting lawnmowers to cemetery's and small equipment and supplies throughout Township			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Equipment needs to be replaced to ensure safe operation
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		Equipment needs to be replaced to ensure safe operation
Growth related	X			
Service enhancements	X			Replacement will ensure service continues to be reliable
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$12,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$12,000</b>			





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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$12,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: October 31, 2020				
Projected New Operating Costs per year: \$500				
Previous Operating Costs: \$1000				
Submitted By: _____		Department Head: _____		
Date Prepared: _____		Reviewed by _____		
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Public Works		
Project Name:	Plow Truck		
Asset Name:	Rural Plow Truck Roads #32 – 2007 Volvo Dump Truck	Import ID:	
Project Description	Project will replace existing plow truck		
Project Justification	Plow truck purchase is needed to replace aged truck within fleet. Plow truck is used in summer months for hauling and in the winter as a snow plow. The new truck will ensure road operation service levels are maintained while reducing the annual operating costs associated with aged equipment. The existing truck is a 2007 Volvo with 360,800 km's and 10,720 hours of operation on it as of December 2, 2019.		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Equipment needs to be replaced to ensure safe operation
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		Equipment needs to be replaced to ensure safe operation
Growth related	X			
Service enhancements	X			Replacement will ensure service continues to be reliable
<b>Total</b>				

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$280,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				



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Legal Fees				
Contingency				
Total Fees	\$280,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$280,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: December 31, 2020				
Projected New Operating Costs per year: \$6,000				
Previous Operating Costs: \$12,000				
Submitted By: _____		Department Head: _____		
Date Prepared: _____		Reviewed by _____		
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Public Works			
Project Name:	Loader			
Asset Name:	Loader Roads #37 – 1998 John Deere Loader	Import ID:		
Project Description	Project will replace existing loader			
Project Justification	Project will replace existing loader. Loader will be used for loading gravel and sand in pits and works yards, snow removal and loading, leaf pickup, winter sand mixing and filling of sand and salt storage sheds in all works yards.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Equipment needs to be replaced to ensure safe operation
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		Equipment needs to be replaced to ensure safe operation
Growth related	X			
Service enhancements	X			Replacement will ensure service continues to be reliable
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$260,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				



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Total Fees	\$260,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$260,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: December 31, 2020				
Projected New Operating Costs per year: \$2,000				
Previous Operating Costs: \$4,000				
Submitted By: _____		Department Head: _____		
Date Prepared: _____		Reviewed by _____		
Treasurer: _____				



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### CAPITAL PROJECT SHEET

Department:	Public Works		
Project Name:	Sweeper		
Asset Name:	Sweeper Roads #45 – Pelican Sweeper	Import ID:	
Project Description	Project will replace existing sweeper		
Project Justification	Project will replace existing sweeper. Sweeper is used for cleaning streets in urban areas.		

### PROJECT MATRIX

Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Equipment needs to be replaced to ensure safe operation
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		Equipment needs to be replaced to ensure safe operation
Growth related	X			
Service enhancements	X			Replacement will ensure service continues to be reliable
<b>Total</b>				

### CAPITAL PROJECT COSTING AND FUNDING

Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$250,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$250,000</b>			



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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding	\$250,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: December 31, 2020				
Projected New Operating Costs per year: \$4,000				
Previous Operating Costs: \$10,000				
Submitted By: _____		Department Head: _____		
Date Prepared: _____		Reviewed by _____		
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Public Works			
Project Name:	Pickup Truck			
Asset Name:	Pickup Truck 2008 Chev Pickup	Import ID:		
Project Description	Project will replace existing pickup truck			
Project Justification	Project will replace aged pickup truck which are used in the roads department for summer and winter patrol, road maintenance, and management of the work out of the works yards.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Equipment needs to be replaced to ensure safe operation
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		Equipment needs to be replaced to ensure safe operation
Growth related	X			
Service enhancements	X			Replacement will ensure service continues to be reliable
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$45,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$45,000</b>			





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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>		<b>\$45,000</b>		
<b>Net Operating Cost</b>				
Estimated Completion Date: October 31, 2020				
Projected New Operating Costs per year: \$2,000				
Previous Operating Costs: \$4,000				
Submitted By: _____		Department Head: _____		
Date Prepared: _____		Reviewed by _____		
Treasurer: _____				

## Adam McNabb

---

**From:** Dale Clark  
**Sent:** December 5, 2019 3:13 PM  
**To:** Adam McNabb  
**Cc:** Matt Aston  
**Subject:** Re: equipment capital

Hi Adam,

I would think we should have salvage values for the old loader and plow truck. Loader I would value at \$20,000 and plow truck at \$15,000 for salvage.

The pickup truck ask would be to replace the 2008 Chev. I think that is listed at the top of the CJS?

Thanks, Dale

Sent from my iPhone

On Dec 4, 2019, at 3:29 PM, Adam McNabb <AMcNabb@wellington-north.com> wrote:

Good afternoon gents – found them!

Couple quick questions:

- 1) Do any of the old units have replacement/salvage values to offset the 2020 ask?
- 2) I didn't see a CJS for the 2008 Chev. Truck replacement – is this being deferred?

Thanks  
Adam

---

**From:** Matt Aston <maston@wellington-north.com>  
**Sent:** December 4, 2019 2:49 PM  
**To:** Dale Clark <dclark@wellington-north.com>  
**Cc:** Adam McNabb <AMcNabb@wellington-north.com>  
**Subject:** RE: equipment capital

Hi Dale,

How did you hand these in - inbox?

Regards,  
MA

**Matthew Aston**  
Director of Operations, *Township of Wellington North*

**From:** Dale Clark <dclark@wellington-north.com>  
**Sent:** December 4, 2019 11:46 AM  
**To:** Matt Aston <maston@wellington-north.com>  
**Subject:** Re: equipment capital

Hi Matt,

I gave all the Capital Justification Sheets for the equipment to Adam on Monday.

Just leaving Mount Forest on my way back to Kenilworth.

Dale

Sent from my iPhone

On Dec 4, 2019, at 11:17 AM, Matt Aston <maston@wellington-north.com> wrote:

Hi Dale,

Just a check on where we are with equipment capital?

I have a meeting with Adam at 230pm and I would like to provide him an update.

Let me know.

Regards,  
MA

<image002.jpg>

**Matthew Aston**

**Director of Operations, Township of Wellington North**

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CAPITAL PROJECT SHEET				
Department:	Roads			
Project Name:	Structure 2018 Replacement			
Asset Name:	Structure	Import ID:		
Project Description	Structure 2018 - Replacement  Concession 9 between Sideroad 6W and Sideroad 7W			
Project Justification	Structure is on paved road that sees moderate traffic.  Structure was assessed as Bridge Condition Index of 42 and noted as in need of replacement within one year within 2019 bridge assessment.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management				
Legislative Requirement				
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement				
Growth related				
Service enhancements				
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	319,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>319,000</b>			



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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-Dec-20				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: _____ M. Aston _____				
Date Prepared: _____ 2019-12-05 _____ Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Roads			
Project Name:	Structure 2035 Repair			
Asset Name:	Structure	Import ID:		
Project Description	Structure 2035 - Repair  Line 8 between Sideroad 3 and Sideroad 7			
Project Justification	Structure is on paved road that sees moderate traffic.  Structure was assessed as Bridge Condition Index of 55 and noted as in need of repair within one year within 2019 bridge assessment. Comment was "install struts, concrete repairs at ends and place riprap".			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management				
Legislative Requirement				
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement				
Growth related				
Service enhancements				
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	50,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				



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Total Fees	50,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-Dec-20				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: _____ M. Aston _____				
Date Prepared: _____ 2019-12-05 _____ Reviewed by				
Treasurer: _____				



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<b>CAPITAL PROJECT SHEET</b>				
Department:	Roads			
Project Name:	Structure 2057 Repair			
Asset Name:	Structure	Import ID:		
Project Description	Structure 2057 – Replace Structure  First Line between Sideroad 25 and Sideroad 30			
Project Justification	Structure is on gravel road that sees moderate traffic and was recently rebuilt by Township team.  Structure was assessed as Bridge Condition Index of 29 and noted as in need of replacement in one to five years within 2019 bridge assessment.			
<b>PROJECT MATRIX</b>				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management				
Legislative Requirement				
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement				
Growth related				
Service enhancements				
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	197,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				





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Total Fees	197,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-Dec-20				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: _____ M. Aston _____				
Date Prepared: _____ 2019-12-05 _____ Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Operations – Roads, Water and Sewer			
Project Name:	Design for Queen Street East from White's Bridge to Main Street			
Asset Name:	NA	Import ID:		
Project Description	Project will complete design work making project shovel-ready.			
Project Justification	<p>Infrastructure Rehabilitation</p> <p>Queen Street East – Watermain along this section of Queen Street East is cast iron and has experience many failures.</p> <p>Queen Street East – road long this stretch is at end of life and has experienced many failures, especially during the winter months.</p> <p>Project will result in shovel-ready reconstruction project for future connecting link grant applications.</p> <p>Majority of project has already been designed.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Drinking Water System Infrastructure is Reviewed Closely by MECP.
Operational Saving, Short Payback		X		Township has experience many watermain / service breaks along this stretch of Domville.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Thin-walled plastic is a low performing watermain.
Growth related	X			
Service enhancements		X		Plastic watermain will provide higher level of service for connected customers.
<b>Total</b>	<b>1</b>	<b>4</b>	<b>1</b>	
CAPITAL PROJECT COSTING AND FUNDING				



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<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees	10,000			
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>10,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	3,400			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees	6,600			
Development Charge				
Other:				
<b>Total Funding</b>	<b>10,000</b>			
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-December-2020				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ Corey Schmidt _____ Department Head: M. Aston _____				
Date Prepared: 22-Nov-19 _____ Reviewed by _____				
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Operations – Roads, Water and Sewer		
Project Name:	Design for John Street between Waterloo / Queen		
Asset Name:	NA	Import ID:	
Project Description	Project will complete design work through to MECP approvals in order to prepare these projects for 2021 construction.		
Project Justification	<p>Infrastructure Rehabilitation</p> <p>John Street – service leak (2012), vacant lot is unserviced behind Tim Horton's and project would complete John Street.</p> <p>John Street has cast iron watermain in this section.</p> <p>Project will result in shovel-ready reconstruction project.</p>		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Drinking Water System Infrastructure is Reviewed Closely by MECP.
Operational Saving, Short Payback		X		Cast iron is aged and more likely to experience failure.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Cast iron is the oldest watermain material in service within our drinking water system.
Growth related	X			
Service enhancements	X			Plastic watermain will provide higher level of service for connected customers.
<b>Total</b>	<b>1</b>	<b>4</b>	<b>1</b>	

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment				



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Rental				
Consulting Fees				
Engineering/Survey Fees	50,000			
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	50,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	17,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees	33,000			
Development Charge				
Other:				
Total Funding	50,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-December-2020				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ Corey Schmidt _____ Department Head: M. Aston _____				
Date Prepared: __ 22-Nov-19 _____ Reviewed by _____				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Operations – Roads, Water and Sewer			
Project Name:	Design for Domville Street from Conestoga / Preston			
Asset Name:	NA	Import ID:		
Project Description	Project will complete design work making project shovel-ready.			
Project Justification	<p>Infrastructure Rehabilitation</p> <p>Domville Street – Watermain along this section of Domville Street is thin-walled plastic (Series 160).</p> <p>Domville Street – road along this stretch has many patches on it for utility repair work over the years.</p> <p>Domville Street – This section of Domville Street, west of Andrew Street, does not have any storm sewer infrastructure.</p> <p>Domville Street – Experience high traffic volumes and leads to the Township's largest employer.</p> <p>Domville Street – Development on north-side of Domville Street is proposed and cost sharing options may exist.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Drinking Water System Infrastructure is Reviewed Closely by MECP.
Operational Saving, Short Payback		X		Township has experience many watermain / service breaks along this stretch of Domville.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Thin-walled plastic is a low performing watermain.
Growth related	X			
Service enhancements		X		Plastic watermain will provide higher level of



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				service for connected customers.
<b>Total</b>	1	4	1	
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees	50,000			
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>50,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	17,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees	33,000			
Development Charge				
Other:				
<b>Total Funding</b>	<b>50,000</b>			
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-December-2020				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ Corey Schmidt _____ Department Head: M. Aston _____				
Date Prepared: __ 28-Nov-19 _____ Reviewed by _____				
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Operations – Roads, Water and Sewer		
Project Name:	Reconstruction of Fergus Street South from King to Wellington		
Asset Name:	NA	Import ID:	
Project Description	Project will be a complete reconstruction of this section of Fergus Street South – water, sanitary sewer, storm sewer, road and sidewalk.		
Project Justification	<p>Infrastructure Rehabilitation</p> <p>Fergus St S – Watermain along this section of Fergus St S is cast iron and has experienced many failures.</p>		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Drinking Water System Infrastructure is Reviewed Closely by MECP.
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Cast iron is the oldest watermain material in use within Township's drinking water system.
Growth related	X			
Service enhancements		X		Plastic watermain will provide higher level of service for connected customers.
<b>Total</b>	<b>1</b>	<b>4</b>	<b>1</b>	

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	900,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees	120,000			





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Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>1,020,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	340,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees	670,000			
Development Charge				
Other:				
<b>Total Funding</b>	<b>1,020,000</b>			
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-December-2020				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: M. Aston _____				
Date Prepared: __22-Nov-19 _____ Reviewed by _____				
Treasurer: _____				

Schedule A – Cost Estimate



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**Fergus Street Reconstruction  
(Wellington Street to King Street)  
Township of Wellington North**

Date: November 15, 2019

**Opinion of Probable Cost - PRELIMINARY  
(Road and watermain design not completed/authorized)**

**Road Work**

Item	Quantity	Unit	Unit Price	Amount	Road	Sanitary	Watermain
Cleaning trees	5	ea.	\$750.00	\$3,750.00	\$3,750.00		
Grubbing trees	6	ea.	\$300.00	\$1,800.00	\$1,800.00		
New trees	5	ea.	\$475.00	\$2,375.00	\$2,375.00		
Earth excavation (grading)	1960	cu m	\$22.00	\$43,120.00	\$10,780.00	\$21,560.00	\$10,780.00
Water	190	cu m	\$10.00	\$1,900.00	\$475.00	\$950.00	\$475.00
Calcium chloride	2	t	\$1,500.00	\$3,000.00	\$750.00	\$1,500.00	\$750.00
Granular "A" (150mm)	1400	t	\$22.00	\$30,800.00	\$7,700.00	\$15,400.00	\$7,700.00
Granular "B" (450mm)	3100	t	\$13.00	\$40,300.00	\$10,075.00	\$20,150.00	\$10,075.00
Hot mix HL4 (50mm)	305	t	\$115.00	\$35,075.00	\$8,768.75	\$17,537.50	\$8,768.75
Hot mix HL3 (40mm)	245	t	\$115.00	\$28,175.00	\$28,175.00		
Hot mix miscellaneous HL3(F)	175	sq m	\$35.00	\$6,125.00	\$6,125.00		
Removal of bituminous pavement	3.2	sq m	\$10.00	\$32.00	\$32.00		
Maintenance hole lift rings	10	ea.	\$435.00	\$4,350.00	\$4,350.00		
Water valve lifters	5	ea.	\$110.00	\$550.00	\$550.00		
Remove existing manholes	6	ea.	\$450.00	\$2,700.00		\$2,700.00	
Remove existing catchbasins	6	ea.	\$300.00	\$1,800.00	\$1,800.00		
Adjust existing MH & CB	4	ea.	\$535.00	\$2,140.00	\$2,140.00		
Remove curb and gutter	15	m	\$20.00	\$260.00	\$260.00		
Concrete curb and gutter	390	m	\$43.00	\$16,770.00	\$16,770.00		
Cont: Curb and gutter set back	3	ea.	\$125.00	\$375.00	\$375.00		
Remove sidewalk & drives	500	sq m	\$10.00	\$5,000.00	\$5,000.00		
Concrete sidewalk	600	sq m	\$55.00	\$33,000.00	\$33,000.00		
Concrete drives	21	sq m	\$70.00	\$1,470.00	\$1,470.00		
Tactile walking surfaces (1.2x0.6)	6	ea.	\$300.00	\$1,800.00	\$1,800.00		
Remove unit pavers	20	sq m	\$19.00	\$380.00	\$380.00		
Topsoil	1200	sq m	\$16.00	\$19,200.00	\$19,200.00		
Sod	1200	sq m	\$7.00	\$8,400.00	\$8,400.00		
Temporary pavement markings	1	L.S.	\$1,100.00	\$1,100.00	\$1,100.00		
Permanent pavement marking	1	L.S.	\$1,100.00	\$1,100.00	\$1,100.00		
<b>Subtotal</b>				<b>\$296,847.00</b>	<b>\$178,500.75</b>	<b>\$79,797.50</b>	<b>\$38,546.75</b>

**Storm Sewer**

Item	Quantity	Unit	Unit Price	Amount	Road	Sanitary	Watermain
300mm dia. storm sewer	228	m	\$200.00	\$45,600.00	\$45,600.00		
375mm dia. storm sewer	10	m	\$220.00	\$2,200.00	\$2,200.00		
600 x 600mm catchbasin	7	ea.	\$3,000.00	\$21,000.00	\$21,000.00		
1200 mm dia. manhole	4	ea.	\$5,500.00	\$22,000.00	\$22,000.00		
100mm dia. PDC	170	m	\$175.00	\$29,750.00	\$29,750.00		
PDC cleanout	18	ea.	\$200.00	\$3,600.00	\$3,600.00		
150mm dia. perforated subdrain	420	m	\$25.00	\$10,500.00	\$10,500.00		
Remove exist. Storm sewer	40	m	\$60.00	\$2,400.00	\$2,400.00		
Rigid board insulation (50mm)	9	sq m	\$45.00	\$405.00	\$405.00		



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Reconnect existing drains	30	m	\$105.00	\$3,150.00	\$3,150.00		
<b>Subtotal</b>				<b>\$140,605.00</b>	<b>\$140,605.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

#### Sanitary Sewer

Item	Quantity	Unit	Unit Price	Amount	Road	Sanitary	Watermain
200mm dia. P.V.C. SDR35	19	m	\$240.00	\$4,560.00		\$4,560.00	
250mm dia. P.V.C. SDR35	206	m	\$300.00	\$62,400.00		\$62,400.00	
375mm dia. P.V.C. SDR35	8.5	m	\$400.00	\$3,400.00		\$3,400.00	
1200 mm dia. manhole	3	ea	\$7,000.00	\$21,000.00		\$21,000.00	
125 mm dia. sanitary services	185	m	\$200.00	\$37,000.00		\$37,000.00	
Sanitary service cleanout	2	ea	\$200.00	\$400.00		\$400.00	
Remove existing sanitary sewer	200	m	\$40.00	\$8,000.00		\$8,000.00	
Pre-construction CCTV	185	m	\$12.00	\$2,220.00		\$2,220.00	
<b>Subtotal</b>				<b>\$138,980.00</b>	<b>\$0.00</b>	<b>\$138,980.00</b>	<b>\$0.00</b>

#### Watermain

Item	Quantity	Unit	Unit Price	Amount	Road	Sanitary	Watermain
100mm dia. PVC DR18	6	m	\$160.00	\$960.00			\$960.00
150mm dia. PVC DR18	225	m	\$230.00	\$51,750.00			\$51,750.00
150mm gate valve	6	ea	\$1,500.00	\$9,000.00			\$9,000.00
150x150x150 tee	2	ea	\$550.00	\$1,100.00			\$1,100.00
150x150mm cross	1	ea	\$750.00	\$750.00			\$750.00
100mm - 45 degree bend	4	ea	\$350.00	\$1,400.00			\$1,400.00
150mm - 45 degree bend	4	ea	\$375.00	\$1,500.00			\$1,500.00
150x100 reducer	2	ea	\$350.00	\$700.00			\$700.00
Fire hydrant	2	ea	\$7,400.00	\$14,800.00			\$14,800.00
Connection to existing	4	ea	\$2,700.00	\$10,800.00			\$10,800.00
19mm dia. main stop	18	ea	\$150.00	\$2,700.00			\$2,700.00
19mm dia. curb stop	18	ea	\$200.00	\$3,600.00			\$3,600.00
19mm dia. saddle	18	ea	\$200.00	\$3,600.00			\$3,600.00
19mm dia. tubing	210	m	\$150.00	\$31,500.00			\$31,500.00
Swabbing, disinfection, etc	1	L.S.	\$4,500.00	\$4,500.00			\$4,500.00
Temporary Water	1	L.S.	\$7,500.00	\$7,500.00			\$7,500.00
Rigid board insulations (50mm)	15	sq m	\$35.00	\$525.00			\$525.00
Remove existing watermain	185	m	\$20.00	\$3,700.00			\$3,700.00
<b>Subtotal</b>				<b>\$150,385.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$150,385.00</b>

#### Miscellaneous Items

Item	Quantity	Unit	Unit Price	Amount	Road	Sanitary	Watermain
Traffic Control	1	L.S.	\$20,000.00	\$20,000.00	\$5,000.00	\$10,000.00	\$5,000.00
Material and Compaction testing	1	L.S.	\$6,500.00	\$6,500.00	\$6,500.00		
Property legal survey bar replace	4	ea	\$350.00	\$1,400.00	\$1,400.00		
Wrightman re-location	1	L.S.	\$5,000.00	\$5,000.00	\$5,000.00		
<b>Subtotal</b>				<b>\$32,900.00</b>	<b>\$17,900.00</b>	<b>\$10,000.00</b>	<b>\$5,000.00</b>



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#### Summary

Road Construction	\$296,847.00	\$178,500.75	\$79,797.50	\$38,548.75
Storm Sewer	\$140,605.00	\$140,605.00	\$0.00	\$0.00
Sanitary Sewer	\$138,980.00	\$0.00	\$138,980.00	\$0.00
Watermain	\$150,385.00	\$0.00	\$0.00	\$150,385.00
Miscellaneous Items	\$32,900.00	\$17,900.00	\$10,000.00	\$5,000.00
Subtotal	\$759,717.00	\$337,005.75	\$228,777.50	\$193,933.75
Lump Sum to cover all other requirements (2.0%)	\$15,194.34	\$6,740.12	\$4,575.55	\$3,878.68
Subtotal	\$774,911.34	\$343,745.87	\$233,353.05	\$197,812.43
Bonding and Insurance (3%)	\$23,247.34	\$10,312.38	\$7,000.59	\$5,934.37
Subtotal	\$798,158.68	\$354,058.25	\$240,353.64	\$203,746.80
Contingency including typical provisional items (5%)	\$39,907.93	\$17,702.91	\$12,017.68	\$10,187.34
Total Construction	\$838,066.61	\$371,761.16	\$252,371.32	\$213,934.14

#### Engineering

Design, tendering, construction review and contract administration (15%)	\$125,709.99	\$55,764.17	\$37,855.70	\$32,080.12
Less sewer design already completed	\$7,500.00	\$3,327.00	\$2,258.25	\$1,914.75
Net Engineering remaining	\$118,209.99	\$52,437.17	\$35,597.45	\$30,175.37

#### Total Construction and Engineering

Total	\$963,776.60	\$427,525.33	\$290,227.02	\$246,024.26
Inflation allowance for 2020 construction (3%)	\$28,913.30	\$12,825.76	\$8,706.81	\$7,380.73
Total with inflation allowance	\$992,689.90	\$440,351.09	\$298,933.83	\$253,404.99
H.S.T. (13%)	\$129,049.69	\$57,245.84	\$38,861.40	\$32,942.66
Subtotal	\$1,121,739.59	\$497,596.73	\$337,795.23	\$286,347.64
Less rebatable HST (11.24%)	\$108,328.49	\$48,053.85	\$32,621.52	\$27,653.13
Total (Incl. Net H.S.T.)	\$1,013,411.10	\$449,542.88	\$305,173.71	\$258,694.51

#### Note

1. Assuming Type 2 soil conditions. Geotechnical investigation not completed yet.
2. Grouting of old sanitary sewer may be more practical because of proximity to concrete encased Bell line.



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CAPITAL PROJECT SHEET				
Department:	Operations – Roads, Water and Sewer			
Project Name:	Reconstruction of Georgina Street from Charles to Frederick			
Asset Name:	NA	Import ID:		
Project Description	Project will be a complete reconstruction of this section of Georgina Street – water, sanitary sewer, storm sewer, road and sidewalk.			
Project Justification	<p>Infrastructure Rehabilitation</p> <p>Georgina Street – Watermain along this section of Fergus St S is cast iron and has experienced many failures.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		Drinking Water System Infrastructure is Reviewed Closely by MECP.
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	Cast iron is the oldest watermain material in use within Township's drinking water system.
Growth related	X			
Service enhancements		X		Plastic watermain will provide higher level of service for connected customers.
<b>Total</b>	<b>1</b>	<b>4</b>	<b>1</b>	
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	970,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				



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Geo Technical Fees				
Legal Fees				
Contingency	50,000			
Total Fees	1,020,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	460,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees	660,000			
Development Charge				
Other:				
Total Funding	1,020,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-December-2020				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: M. Aston _____				
Date Prepared: __22-Nov-19_____ Reviewed by _____				
Treasurer: _____				

## Adam McNabb

---

**From:** Matt Aston  
**Sent:** November 12, 2019 7:27 AM  
**To:** Adam McNabb  
**Subject:** FW: Budget Time

Hi Adam,

Item 1 below is the cost estimate for Georgina Street reconstruction in 2020.

I would likely add a \$100k contingency allowance to the estimate provided by Paul.

Let me know if that makes sense.

Regards,  
MA

## Matthew Aston

**Director of Operations, Township of Wellington North**

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**From:** Paul Ziegler <PZiegler@tritoneng.on.ca>  
**Sent:** November 11, 2019 10:29 AM  
**To:** Matt Aston <maston@wellington-north.com>  
**Cc:** Corey Schmidt <cschmidt@wellington-north.com>; Lindsay Scott <lscott@tritoneng.on.ca>  
**Subject:** RE: Budget Time

Hi Matt, Comments in **Red**

**From:** Matt Aston <maston@wellington-north.com>  
**Sent:** November 5, 2019 10:29 AM  
**To:** Paul Ziegler <PZiegler@tritoneng.on.ca>  
**Cc:** Corey Schmidt <cschmidt@wellington-north.com>  
**Subject:** Budget Time

Good Morning Paul,

Corey and I are just looking at budget and wanted to ask Triton a few questions:

1. Please provide a up-to-date cost estimate for Georgina Street, as this is our intended 2020 reconstruction project.

The updated budget cost estimate for Georgina Street, between Frederick Street East and Charles Street East, including final design, contract administration, site inspection, materials testing and a contingency allowance is as follows:

Roads and Drainage	\$445,000.00
Waterworks	\$250,000.00
Sanitary Sewers	\$275,000.00
<b>TOTAL (excluding HST)</b>	<b>\$970,000.00</b>

2. Please provide a cost estimate for the watermain and service replacement on Domville Street from Tucker to Clarke Streets – design and construction planned for 2020. Road work was budgeted in 2019 and will just be a simple shave and pave, i.e. no road or sidewalk design required. This means I only need a budget for the design and construction of the new watermain. Sidewalk is currently over existing watermain, so Township would need to decide it's strategy, i.e. maybe just leave in place and cap. **Can we discuss this at our meeting on Thursday – we will bring a discussion plan and budget numbers.**
3. We are also thinking of a project design budget of \$50k per project, which I would think would be enough to get us to MECP approvals, for the average Township block, but I would be interested to know if you feel this is adequate. **Yes we would agree that this is a reasonable budget amount for a typical reconstruction of a urban block.**

Please review and let Corey and I know as time allows.

Thanks in advance.

Regards,  
MA

<https://wellington-north.com/> style='position:absolute;margin-left:1.5pt;margin-top:0;width:87.3pt;height:82.8pt;z-index:-251658752;visibility:visible;mso-wrap-style:square;mso-width-percent:0;mso-height-percent:0;mso-wrap-distance-left:9pt;mso-wrap-distance-top:0;mso-wrap-distance-right:2.85pt;mso-wrap-distance-bottom:0;mso-position-horizontal:absolute;mso-position-horizontal-relative:text;mso-position-vertical:absolute;mso-position-vertical-relative:text;mso-width-percent:0;mso-height-percent:0;mso-width-relative:page;mso-height-relative:page' o:button="t"> **Matthew Aston**

**Director of Operations, Township of Wellington North**

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CAPITAL PROJECT SHEET			
Department:	Roads		
Project Name:	Resurfacing of Smith Street / George Street		
Asset Name:	Road	Import ID:	
Project Description	<p>The project is located within the community of Arthur, in the Township of Wellington North, County of Wellington. The project is a total of approximately 1000m in length, and includes George Street (Highway 6), from the south Connecting Link limit (north end of the Conestoga River bridge) to Frederick Street (Wellington Road 14), and Smith Street, from Frederick Street to Conestoga Street. George Street is the main downtown business core of the community, with additional businesses located on Smith Street. The existing roadway is a full urban section, and there are parking lanes on both sides of George Street, on both sides of Smith Street between Frederick Street and Clarke Street, and on one side of Smith Street north of Clarke Street. There are two sets of traffic signals, one at Wellington Road 12 (Charles Street) and the other at Wellington Road 14 (Frederick Street). In total there are three T intersections and three Cross intersections. See the enclosed Figure 1 for the general project location.</p> <p>The primary scope of work will be the full depth and full width removal and replacement of the asphalt pavement (140mm depth; width ranges from 10.0m to 13.5m), including gravel road base surface restoration prior to paving, and subsequent line painting. Associated work will include manhole and catchbasin repairs/adjustments, curb repairs (and adjacent sidewalk panel replacements as needed to complete curb repairs), and miscellaneous asphalt removal and replacement (driveway entrances; paved boulevard areas between the curb and sidewalk). Improvements will also be made to the Charles/George Street traffic signals given the opportunity pavement resurfacing affords, in particular burying overhead wiring to improve safety and reliability. Associated with that will be the need to replace sidewalk and curb ramps which will meet accessibility standards. The old twin 600mm dia. storm sewer outlet, located approximately 50m east of Clarke Street, will also be replaced by realigning it from beneath an existing house to within the road allowance and municipal easement.</p> <p>This is a multi-year application. The design and tendering work</p>		



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	would be completed in 2020-2021 and construction in 2021. Refer to the attached Project Proposal document for more details and a cost breakdown.
Project Justification	This Connecting Link has a 2016 AADT of 9900 at the south end and 5250 at the north end, and it has a very high summertime traffic volume. For the proposed C.L. segments, the age of the base course of asphalt is 57 years old. It was last resurfaced (40mm) 21 years ago, in 1998. The road surface has since deteriorated, in particular George Street, to the point where there is significant alligator cracking, longitudinal and transverse cracking, formation of potholes and some minor wheel rutting. The ride quality is poor. It has been given a condition rating of 6.5 to 7.0 in the Township's 2013 Road Management Study (as updated in early-2016 for the C.L. segments). Since that time the roadway condition has further deteriorated. The frequency of maintenance has escalated, and it is becoming difficult to keep abreast of failed pavement sections, in particular during the winter and periods of inclement weather. The project will completely replace the asphalt pavement to provide a smoother driving surface. Completing full depth asphalt replacement at this time will minimize future disruptions to this important busy community business core, and can be expected to last for 30years before the initial resurfacing project is required. Future partial depth asphalt removal and replacement, completed every 20+ years or so, will provide additional decades of service life for this important Connecting Link highway and downtown community hub. Proposed traffic signal improvements will increase safety and reliability thereby helping to provide safe and efficient traffic movement through the Connecting Link under all anticipated conditions. Replacing and realigning the old twin storm sewer outlet east of Clarke Street will eliminate concerns with it's location beneath several buildings and address related maintenance issues.

**PROJECT MATRIX**

Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		



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Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Capital Purchases/Contractor/Material	\$100,000	1,900,000		
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$100,000</b>	<b>1,900,000</b>		
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	100,000	106,500		
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application		1,793,250		
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>				
<b>Net Operating Cost</b>				
Estimated Completion Date: December 31, 2021				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>      M. Aston      </u> Department Head: <u>      M. Aston      </u>				
Date Prepared: <u>      2019-12-04      </u> Reviewed by				
Treasurer: _____				



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<b>CAPITAL PROJECT SHEET</b>				
Department:	Roads			
Project Name:	Sideroad 10W			
Asset Name:	Road	Import ID:		
Project Description	Project would rebuild 1km of Sideroad 10W.			
Project Justification	Road would be rebuilt by internal forces.  Ask includes for funding for contract employee to support capital project implementation.			
<b>PROJECT MATRIX</b>				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$110,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$110,000			
<b>Funding</b>				
Reserves				



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Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>    M. Aston    </u> Department Head: <u>    M. Aston    </u>				
Date Prepared: <u>    2019-12-02    </u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Roads			
Project Name:	Conc 6N			
Asset Name:	Road	Import ID:		
Project Description	Project would pulverize and pave Concession 6N from Highway 6 to Highway 89 (7.2 km).			
Project Justification	Road sees heavy traffic and is experiencing cracking.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$580,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$580,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				



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Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>   D. Clark   </u> Department Head: <u>   M. Aston   </u>				
Date Prepared: <u>   2019-11-15   </u> Reviewed by				
Treasurer: _____				



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<b>CAPITAL PROJECT SHEET</b>				
Department:	Roads			
Project Name:	Sideroad 5E			
Asset Name:	Road	Import ID:		
Project Description	Project would pulverize and pave Sideroad 5E from Concession 6N to East of Spring Valley (1.5 km).			
Project Justification	Road sees heavy traffic and is experiencing cracking.			
<b>PROJECT MATRIX</b>				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$120,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$120,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				





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Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>   D. Clark   </u>		Department Head: <u>   M. Aston   </u>		
Date Prepared: <u>   2019-11-15   </u>		Reviewed by		
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Roads			
Project Name:	Conn Road Resurface			
Asset Name:	Road	Import ID:		
Project Description	Project would pulverize and resurface all the roads in Conn – Wood Street, Centre Street, Maple Street and Oak Street (~750m).			
Project Justification	Roads sees low volume local traffic and is experiencing cracking. Roads were last resurfaced at amalgamation - ~20 years ago. Project would also replace culverts in poor condition.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$70,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$70,000</b>			



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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: ___ M. Aston ___ Department Head: ___ M. Aston ___				
Date Prepared: ___ 2019-12-02 ___ Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Roads			
Project Name:	North Water St / Peel St			
Asset Name:	Road	Import ID:		
Project Description	Project would mill and pave North Water St from Main St S to York St (0.3 km) and Peel St from York St to Queen St E (0.2 km).			
Project Justification	Road sees moderate traffic and is experiencing cracking. Water and sewer are not scheduled for replacement for several years.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$40,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$40,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				





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<b>CAPITAL PROJECT SHEET</b>				
Department:	Roads			
Project Name:	Roy Grant Street			
Asset Name:	Road	Import ID:		
Project Description	Project would mill and pave Roy Grant St from Main St S to Parkside Dr (0.150 km).			
Project Justification	Road sees moderate traffic and is experiencing cracking. Water and sewer are not scheduled for replacement for several years.			
<b>PROJECT MATRIX</b>				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$25,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$25,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				



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Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>    M. Aston    </u> Department Head: <u>    M. Aston    </u>				
Date Prepared: <u>    2019-12-02    </u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Roads			
Project Name:	Wellington St E			
Asset Name:	Road	Import ID:		
Project Description	Project would mill and pave Wellington St E around Newfoundland St (0.5 km).			
Project Justification	Road sees moderate traffic and is experiencing cracking. Road surface has significant longitudinal crack. Water and sewer are not scheduled for replacement for several years.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$40,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$40,000			
<b>Funding</b>				
Reserves				





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Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>    M. Aston    </u> Department Head: <u>    M. Aston    </u>				
Date Prepared: <u>    2019-12-02    </u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Roads			
Project Name:	York Street			
Asset Name:	Road	Import ID:		
Project Description	Project would mill and pave York St from Parkside Dr to Queen St E (0.6 km).			
Project Justification	Road sees moderate traffic, but is in front of local elementary school, and is experiencing cracking. Water and sewer are not scheduled for replacement for several years.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$55,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$55,000			
<b>Funding</b>				
Reserves				



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Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>    M. Aston    </u> Department Head: <u>    M. Aston    </u>				
Date Prepared: <u>    2019-12-02    </u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Public Works		
Project Name:	Pedestrian Safety Measures		
Asset Name:		Import ID:	
Project Description	Implementation of Pedestrian Safety Measures e.g. crosswalks, crossovers, signage, signals		
Project Justification	Resolution 2018-385 THAT the Council of the Corporation of the Township of Wellington North authorize staff to undertake a municipal wide study on pedestrian safety as it pertains to crosswalks, signage, speed limits, traffic signals and sidewalks in order to identify problem areas and methods of mitigation.		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	
Legislative Requirement	X			
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related		X		
Service enhancements		X		
<b>Total</b>				

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2019	2020	2021	2022
Capital Purchases/Contractor/Material	\$20,000	\$20,000	\$20,000	
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees	\$5,000			
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$25,000</b>			



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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	\$25,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>	<b>\$25,000</b>			
<b>Net Operating Cost</b>				
Estimated Completion Date: Multi-year program to implement recommendations from study				
Projected New Operating Costs per year: Unknown				
Previous Operating Costs: \$0				
Submitted By: _____ CAO _____ Department Head: _____				
Date Prepared: _____ Reviewed by _____				
Treasurer: _____				

Image A-Typical Pedestrian Crossover



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Image B-Solar Speed Limit Signage



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CAPITAL PROJECT SHEET			
Department:	Roads		
Project Name:	Works Yard Upgrades – Kenilworth, Damascus, Mount Forest and Arthur		
Asset Name:	Road	Import ID:	
Project Description	<p>Project would upgrade the following items within each facility:</p> <ul style="list-style-type: none"> <li>- Door lock keypads for entrances (\$8,000);</li> <li>- Door replacements for increased insulation (\$9,000); and</li> <li>- Washroom upgrades (\$3,000).</li> </ul>		
Project Justification	<p>Keypads for the door locks would provide for more secure entrances to the facilities. Roads team has significant contract team members, seasonally, and this would allow for better control.</p> <p>Door replacements would allow for doors with better insulating properties. The current doors have limited insulation and experience lots of heat-loss and icing during the winter.</p> <p>Specifically, Arthur and Mount Forest yards have aged washroom facilities that should be upgraded. Students work out of each of these yards during the summer months and the existing facilities are aged.</p>		

**PROJECT MATRIX**

Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement	X			
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	
Growth related	X			
Service enhancements	X			
<b>Total</b>				

**CAPITAL PROJECT COSTING AND FUNDING**

Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$20,000			







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CAPITAL PROJECT SHEET				
Department:	Roads			
Project Name:	Sidewalk – King St E between London Road and 440 King St E			
Asset Name:	Road	Import ID:		
Project Description	Project would install new sidewalk along King Street East between London Road and 440 King Street East.			
Project Justification	Sidewalks increase accessibility, walkability and pedestrian safety.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		Sidewalks create dedicated space within the road allowance for pedestrians.
Legislative Requirement		X		Township needs to promote accessibility, pedestrian safety and walkability within its neighbourhoods.
Operational Saving, Short Payback	X			Operational costs will increase as new sidewalk will need to be maintain (winter snow removal) and eventually replaced.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related		X		More development results in more pedestrians.
Service enhancements			X	New sidewalk would increase the level of service provided to pedestrians.
<b>Total</b>	2	3	1	
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$55,000			
Sub-Contractor/Equipment Rental				



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Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$55,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>   D. Clark   </u> Department Head: <u>   M. Aston   </u>				
Date Prepared: <u>   2019-11-18   </u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Roads		
Project Name:	Eastview Drive		
Asset Name:	Sidewalk	Import ID:	
Project Description	Project would install ~300m of new sidewalk on Eastview Drive between Eliza Street and Bellfield Crescent.		
Project Justification	The new subdivision around Schmidt Drive will continue to develop, which will increase the amount of pedestrian traffic along Eastview Drive. At present, Carroll Street is the only sidewalk connecting Eliza Street to Schmidt Drive.		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		Sidewalks increase pedestrian safety as they keep walkers off the road.
Legislative Requirement		X		Sidewalks increase accessibility and community walkability.
Operational Saving, Short Payback	X			Sidewalk will result in more additional operating expenses – routine maintenance and winter clearing.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related		X		Schmidt Drive is a significant development in Arthur.
Service enhancements			X	Additional sidewalk will provide dedicated area for walkers.
<b>Total</b>	<b>2</b>	<b>3</b>	<b>1</b>	

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$25,000			
Sub-Contractor/Equipment				





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### CAPITAL PROJECT SHEET

Department:	Water-Sewer Department		
Project Name:	OCWA Projects – Arthur WWTP		
Asset Name:	NA	Import ID:	NA
Project Description	OCWA has recommended the following capital projects: <ul style="list-style-type: none"> <li>- Sludge Pump Repairs (\$15,000);</li> <li>- Filter Valve Replacement (\$15,000); and</li> <li>- Contingency Capital (\$35,000).</li> </ul>		
Project Justification	OCWA is the Township's wastewater operator, working closely with our wastewater treatment equipment.		

### PROJECT MATRIX

Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	
Legislative Requirement			X	
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				

### CAPITAL PROJECT COSTING AND FUNDING

Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$65,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$65,000			
<b>Funding</b>				



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Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-Dec-20				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: _____ M. Aston _____				
Date Prepared: _____ 05-Nov-2019 _____ Reviewed by				
Treasurer: _____				



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### CAPITAL PROJECT SHEET

Department:	Water-Sewer Department		
Project Name:	OCWA Projects – Mount Forest WWTP		
Asset Name:	NA	Import ID:	NA
Project Description	OCWA has recommended the following capital projects: <ul style="list-style-type: none"> <li>- Clean-out Aeration Tank (\$30,000);</li> <li>- Sewage Pump – Spare (\$25,000);</li> <li>- Valve Replacement – Sludge Transfer (\$7,500);</li> <li>- Septage Panel (\$10,000); and</li> <li>- Contingency Capital (\$35,000).</li> </ul>		
Project Justification	OCWA is the Township's wastewater operator, working closely with our wastewater treatment equipment.		

### PROJECT MATRIX

Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	
Legislative Requirement			X	
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related	X			
Service enhancements	X			
<b>Total</b>				

### CAPITAL PROJECT COSTING AND FUNDING

Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$97,500			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$97,500</b>			





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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-Dec-20				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ M. Aston _____ Department Head: __ M. Aston _____				
Date Prepared: _____ 05-Nov-2019 _____ Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Wastewater		
Project Name:	Mount Forest Wastewater System SCADA Upgrades		
Asset Name:	MF SCADA System	Import ID:	
Project Description	MF Wastewater Supervisory Control and Data system upgrades: <ul style="list-style-type: none"> <li>- Field Controller Layer</li> <li>- Computer Workstation Layer</li> <li>- OEM Software</li> </ul>		
Project Justification	<p><b>Field Controller Layer:</b></p> <p>Typical life spans for these components are 5-7 years. Most of the PLCs that we propose to upgrade are almost twelve (12) years old. Replacement parts for the existing system (SLC 500) are already much more expensive than similar components for the suggested platform (CompactLogix).</p> <p><b>Computer Workstation Layer:</b></p> <p>The existing workstations that are in service utilize the Microsoft XP Operating System that should be upgraded to new hardware that supports the Microsoft Windows 10 Operating System. Microsoft has ceased support of the XP Operating System. The typical life cycle of a SCADA workstation is 3-4 years, the Township has been fortunate to have received almost 10 years of dependable service to date.</p> <p><b>OEM Software:</b></p> <p>When and if the SCADA workstations are upgraded the current version will not be compatible with the operating system of the new SCADA workstations.</p>		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	
Legislative Requirement		X		
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	
Growth related	X			
Service enhancements			X	



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Total	2	1	3	
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2019	2020	2021	2022
Capital Purchases/Contractor/Material	230,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	230,000			
<b>Funding</b>				
Reserves	198,500			
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation	31			
User Fees	<del>41,500</del>			
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-December-2020				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>   M. Aston   </u> Department Head: <u>   M. Aston   </u>				
Date Prepared: <u>   04-Dec-19   </u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Operations – Roads, Water and Sewer			
Project Name:	Watermain Replacement  Domville Street – Tucker Street to Clarke Street			
Asset Name:	NA	Import ID:		
Project Description	<p>Project will replace existing thin-walled (Series 160) watermain with new PVC watermain as well as thin-wall polymer water services.</p> <p>Project would also utilize 2019 capital project budget for the resurfacing of Domville Street, which was deferred.</p>			
Project Justification	<p>Infrastructure Rehabilitation</p> <p>Township has experienced five (5) water service leaks along Domville Street since 2012.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		Thin-walled watermain and service infrastructure has a higher risk of failing, which can cause service disruption, traffic issues and other concerns.
Legislative Requirement		X		Drinking Water System Infrastructure is Reviewed Closely by MECP.
Operational Saving, Short Payback		X		Service leak repairs cost \$5,000 to \$10,000 as well as the inconvenience of them being unplanned events.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	
Growth related	X			
Service enhancements		X		New watermain installed per Municipal Standard



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				provides a higher level of service for these residents.
<b>Total</b>	1	4	1	
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	185,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees	30,000			
Geo Technical Fees				
Legal Fees				
Contingency	30,000			
<b>Total Fees</b>	<b>245,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees	245,000			
Development Charge				
Other:				
<b>Total Funding</b>				
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-December-2020				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ Corey Schmidt _____ Department Head: M. Aston _____				
Date Prepared: __05-Nov-19_____ Reviewed by _____				
Treasurer: _____				



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## Attachment - Cost Estimate

2019-11-14

### SCHEDULE OF UNIT PRICES

CONTRACT NO. M5978A - Option 1

(SAME LOCATION - UPDATE SPW)

In the column headed "Spec. No." the number refers to the latest issue of the Ontario Provincial Standard Specification "S.P." refers to the Special Provision.

ITEM NO.	SPEC NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
<b>SECTION 1 --- ROADS AND DRAINAGE</b>						
1.01	706 S.P.	Traffic Control	100%	L.S.	\$ 5,000.00	\$ 5,000.00
1.02	310 S.P.	Sawcut Bituminous Pavement	24	m	\$ 10.00	\$ 240.00
1.03	180 S.P.	Removal of Full Depth Bituminous Pavement	102.5	m <sup>2</sup>	\$ 15.00	\$ 1,537.50
1.04	180 S.P.	Remove Concrete Curb and Gutter	165	m	\$ 10.00	\$ 1,650.00
1.05	180 S.P.	Remove Concrete Sidewalk	108	m <sup>2</sup>	\$ 10.00	\$ 1,080.00
1.06	M206 S.P.	Earth Excavation (Grading)	28	m <sup>3</sup>	\$ 18.00	\$ 496.80
1.07	310 S.P.	Granular B (450mm)	45	tonnes	\$ 15.00	\$ 675.00
1.08	310 S.P.	Granular A (150mm)	15	tonnes	\$ 18.00	\$ 270.00
1.09	M353 S.P.	Concrete Curb and Gutter (All Types)	155	m	\$ 85.00	\$ 14,025.00
1.10	351 S.P.	Concrete Sidewalk (OPSD-310 010, 310 020 & 310 030)	247.5	m <sup>2</sup>	\$ 75.00	\$ 18,562.50
1.11	310 S.P.	Cold Planing Existing Asphalt Joints (Minimum 50mm Depth)	1710	m <sup>2</sup>	\$ 20.00	\$ 34,200.00
1.12	180 S.P.	Hot Mix Asphalt HL3 Surface Course Asphalt (40mm)	167	tonnes	\$ 150.00	\$ 25,050.00
1.13	802 S.P.	Topsoil (Imported)	330	m <sup>2</sup>	\$ 10.00	\$ 3,300.00
1.14	803 S.P.	Soaking	330	m <sup>2</sup>	\$ 5.00	\$ 1,650.00
<b>SUB-TOTAL - SECTION 1 --- ROADS AND DRAINAGE</b>						<b>\$ 108,836.80</b>
<b>SECTION 2 --- WATER WORKS</b>						
3.01	483 S.P.	Maintenance of Water Supply	100%	L.S.	\$ 6,000.00	\$ 6,000.00
3.02	M441 S.P.	Connect to Existing Watermain	2	Each	\$ 1,000.00	\$ 2,000.00
3.03	M442 S.P.	Supply and Install Anodes (OZP-12, 5.4 kg) on Iron Fittings and Valves	11	Each	\$ 75.00	\$ 825.00
3.04	M441 S.P.	Supply, Excavate For and Install 25 mm Diameter Type "K" Copper Water Service including Connection to New 150 mm Diameter PVC Watermain and Existing Service at Property Line		Each		
a)		North Side of Donville Street	5	Each	\$ 2,500.00	\$ 15,000.00
b)		South Side of Donville Street	5	Each	\$ 2,000.00	\$ 10,000.00
3.05	M441 S.P.	Supply, Excavate For and Install 150 mm Diameter Watermain (DR-18, CL 235 PVC) Gasketed Watermain Including Tracer Wire	165	m	\$ 240.00	\$ 39,600.00
<b>SUB-TOTAL - SECTION 2 --- WATER WORKS</b>						<b>\$ 73,425.00</b>
<b>SECTION 3 --- MISCELLANEOUS</b>						
4.01	S.P.	Construction Layout	100%	L.S.	\$ 2,000.00	\$ 2,000.00
4.02		Provide Bonding	100%	L.S.	\$ 3,000.00	\$ 3,000.00
4.03	S.P.	Pre Construction Survey	100%	L.S.	\$ 2,000.00	\$ 2,000.00
<b>TOTAL - SECTION 3 --- MISCELLANEOUS</b>						<b>\$ 7,000.00</b>
<b>SECTION 1 --- RESTORATION</b>						<b>\$ 108,836.80</b>
<b>SECTION 2 --- WATER</b>						<b>\$ 73,425.00</b>
<b>SECTION 3 --- MISCELLANEOUS</b>						<b>\$ 7,000.00</b>
<b>CONTINGENCY ALLOWANCE, ENGINEERING AND MATERIAL TESTING</b>						<b>\$ 28,359.27</b>
<b>SUB TOTAL</b>						<b>\$ 189,061.07</b>
<b>HST - 13%</b>						<b>\$ 24,578.03</b>
<b>TOTAL</b>						<b>\$ 213,639.10</b>



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CAPITAL PROJECT SHEET				
Department:	Drinking Water			
Project Name:	Design for Mount Forest Water Tower			
Asset Name:	Mount Forest Water Tower	Import ID:		
Project Description	Project will start work on studies, design, necessary to construct a future water tower in Mount Forest.			
Project Justification	<p>Infrastructure Rehabilitation</p> <p>As per the Township's 2019 inspection report, existing Mount Forest stand-pipe requires the following rehabilitation during the next two to five years:</p> <ul style="list-style-type: none"> <li>- Exterior Coating Refinishing (\$420,900 to \$677,350);</li> <li>- Interior Coating Refinishing (\$228,000 to \$285,000).</li> </ul> <p>Township staff recommend proceeding with the design of a new water tower instead of pursuing this refurbishment work.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		If Existing Mount Forest Stand-Pipe was to Fail, Township would be challenged providing drinking water supply and fire support.
Legislative Requirement		X		Drinking Water System Infrastructure is Reviewed Closely by MECP.
Operational Saving, Short Payback		X		Existing Mount Forest Stand-Pipe is in Need of Major Maintenance.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			X	
Growth related		X		New Mount Forest Water Tower would consider current Township growth projections.
Service enhancements	X			New Mount Forest Water Tower would provide Better Water Pressure and



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	2	3	2	Supply.
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material		1,500,000	500,000	
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees	50,000			
Geo Technical Fees				
Legal Fees				
Contingency	25,000	100,000	100,000	
Total Fees	75,000	1,600,000	600,000	
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees	75,000		35,000	
Development Charge		1,700,000	565,000	
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: 31-December-2021				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____ Corey Schmidt _____ Department Head: M. Aston _____				
Date Prepared: ___ 12-Oct-19 _____ Reviewed by _____				
Treasurer: _____				





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<b>CAPITAL PROJECT SHEET</b>				
Department:	Water & Sewer			
Project Name:	Scada Computer Windows 10 Upgrade			
Asset Name:	NA	Import ID:		
Project Description	Project would upgrade the Township's two existing scada computers with Windows 10.			
Project Justification				
<b>PROJECT MATRIX</b>				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement			X	Township has to complete this report to meet legislative requirements for it's drinking water systems.
Operational Saving, Short Payback				Study will ensure water-sewer rates collected are sufficient for planned operations and capital expenditures.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related		X		Study will consider the impact of growth that has occurred since 2015 and growth that is project for the period 2022 to 2027.
Service enhancements	X			
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$55,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				



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Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$55,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
<b>User Fees</b>	<b>\$55,000</b>			
Development Charge				
Other:				
<b>Total Funding</b>				
<b>Net Operating Cost</b>				
Estimated Completion Date: October 31, 2020				
Projected New Operating Costs per year: NA				
Previous Operating Costs: NA				
Submitted By: _____ C. Schmidt _____ Department Head: ___ M. Aston _____				
Date Prepared: _____ 2019-10-17 _____ Reviewed by:				
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Water & Sewer		
Project Name:	2020 Water and Sewer Rates Study		
Asset Name:	NA	Import ID:	
Project Description	Township needs to complete a water-sewer rates study in 2020 for implementation January 1, 2022. This study will establish water-sewer rates from 2022-2027.		
Project Justification	The financial plan that flows from this report is required for the renewal of the Township's Municipal Drinking Water License which is due for renewal late 2020. Furthermore, Township's current water-sewer rates study will expire at the end of 2021.		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement			X	Township has to complete this report to meet legislative requirements for it's drinking water systems.
Operational Saving, Short Payback				Study will ensure water-sewer rates collected are sufficient for planned operations and capital expenditures.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related		X		Study will consider the impact of growth that has occurred since 2015 and growth that is project for the period 2022 to 2027.
Service enhancements	X			
<b>Total</b>				

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$35,000			



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Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$35,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
<b>User Fees</b>	<b>\$35,000</b>			
Development Charge				
Other:				
<b>Total Funding</b>				
<b>Net Operating Cost</b>				
Estimated Completion Date: October 31, 2020				
Projected New Operating Costs per year: NA				
Previous Operating Costs: NA				
Submitted By: _____ C. Schmidt _____ Department Head: ___ M. Aston _____				
Date Prepared: _____ 2019-10-17 _____ Reviewed by:				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Water & Sewer Department			
Project Name:	Pick-up Truck			
Asset Name:	WW Truck #1	Import ID:		
Project Description	The replacement of aging water-sewer pick-up truck.			
Project Justification	At October 2019, 176,114 KM. The existing truck is ¾ T and is starting to become more and more expensive to maintain.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		Operator's use truck daily to perform their duties.
Legislative Requirement	X			
Operational Saving, Short Payback		X		Maintenance costs are higher for ¾ T pick-up truck.
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		Truck will be eight years old in 2020 and has ~180,000 kilometres, which is consistent with Township's Fleet Management policy.
Growth related		X		
Service enhancements	X			
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental	\$46,500			
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>\$46,500</b>			



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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees	\$46,500			
Development Charge				
Other:				
<b>Total Funding</b>	<b>\$46,500</b>			
<b>Net Operating Cost</b>				
Estimated Completion Date: October 31, 2020				
Projected New Operating Costs per year: \$2,500				
Previous Operating Costs: \$6,100 (2019)				
Submitted By: _____ C. Schmidt _____ Department Head: ___ M. Aston ___				
Date Prepared: _2019-10-17_____ Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Operations – Recreation		
Project Name:	Signage for Parks and Facilities		
Asset Name:	Signage	Import ID:	
Project Description	Installation of standardized signage at all parks and facilities to improve wayfinding.		
Project Justification	<p>The Township of Wellington North has not adopted a consistent visual identity for signage in parks, trails and facilities. Improved signage was a recommendation of the Municipal Cultural Plan, and the Recreation Master Plan.</p> <p>Signage is an important element of the corporate communications and branding strategy and was identified as a shortcoming by stakeholders. Over time, the Township should install standardized signage at all parks, facilities and trail heads to improve wayfinding. The Township should also explore the use of technology, such as digital signs at major facilities that serve to advertise local events. By ensuring that signage is consistent throughout the Township, several benefits are achieved, including:</p> <ul style="list-style-type: none"> <li>• Serving as an indicator of the quality of the local parks system as a whole. As a first impression, a high-quality sign can lead people to perceive that the park is also of high quality.</li> <li>• Communicating the corporate brand, carrying consistency throughout the Township and promoting tourism.</li> <li>• Promoting awareness among all residents that are part of the larger community, in addition to non-residents from other municipalities.</li> <li>• Informing residents and visitors of the location of public property, thereby avoiding confusion regarding access.</li> <li>• Developing a sense of place to create unique park experiences and foster aesthetic development, while improving wayfinding among residents and visitors.</li> <li>• Providing interpretive information connecting users to the park and encouraging them to take interest in their surroundings. Signs should clearly state the name of the park or facility, provide an address for emergency purposes and/or state the name of the local organization that assisted</li> </ul>		



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with its development.  
**Recommendation 62** "Establish consistent and high-quality signage at all municipal facilities, parks and along trail heads to enhance branding and wayfinding."

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	x			
Legislative Requirement	x			
Operational Saving, Short Payback	x			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	x			
Growth related		x		
Service enhancements		x		
<b>Total</b>	<b>4</b>	<b>2</b>		
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2019	2020	2021	2022
Capital Purchases/Contractor/Material	15,000	20,000	20,000	
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>15,000</b>	<b>20,000</b>	<b>20,000</b>	
Funding				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				





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User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: 2021				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: Mandy Jones    Department Head: _____				
Date Prepared: December 12, 2018    Reviewed by Treasurer: Adam McNabb				



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CAPITAL PROJECT SHEET			
Department:	Operations - Recreation		
Project Name:	Trail Enhancements		
Asset Name:	Trail Enhancements	Import ID:	
Project Description	Continued upgrades and enhancements to our trail systems.		
Project Justification	<p>The Recreation Master Plan identified that greater efforts are required to promote local trails within the Township, such as updated mapping, wayfinding signage and funding for maintenance and expansion (to connect destinations). Hiking and walking was the second most popular activity for residents according to the online survey, with 54% of households participating in the past twelve months.</p> <p>The RMP also identified that the largest gaps between importance and satisfaction were for passive parks and trails/pathways, suggesting that greater attention is required in order to meet resident expectations in these areas.</p> <p>Trail development has been a growing focus for the Township, but residents have indicated that more needs to be done. The public input collected for the RMP aligns with national trends as the online survey ranked walking and hiking for leisure as the most common physical activity. 87% of respondents felt that trails and pathways were important to their household. However, despite the importance of trails and pathways, only 48% of survey respondents were satisfied with the trails in the Township. This difference between importance and satisfaction suggests that there is a gap where expectations are not being met. This is further underscored by the 81% of survey respondents that supported spending additional public funds on new or improved nature trails (67% supported spending on paved multi-use trails), which ranked as the fourth highest priority out of twenty facility types.</p> <p>Providing an interconnected trail network is an important component of human health and ecological function. Linking destinations with a network of multi-purpose trails, sidewalks, cycling routes and roads provides choices for people to travel to these areas while also creating infrastructure for commuter,</p>		



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utilitarian and recreational uses.

Trails are amongst the most desired features in a community and are a cost-effective investment in community health and wellbeing. Trails are an investment for all residents, including the aging population – a recent study found that when walking loops are present in parks, twice as many seniors are active.

**Recommendation 50** “Strive to achieve a minimum municipal parkland service level of 2.75 hectares per 1,000 residents, which would require an additional 13.8 hectares of parkland by 2031 to meet current and future needs. To maintain a walkable park system, the Township should strive to provide a neighbourhood or community park within 500-metres of all residential areas in urban centres, unobstructed by pedestrian barriers (e.g., highways, rail lines and waterways) and connected to surrounding residential areas (e.g., sidewalks, walkways and trails).”

**Recommendation 57** “Maintain a commitment to accessibility, safety and comfort for all ages and abilities within the Township’s parks system through compliance with the Accessibility for Ontarians with Disabilities Act (AODA) and Crime Prevention Through Environmental Design (CPTED) principles. Greater commitment should be given to the provision of support amenities (such as washrooms, shade, benches/seating areas, bike racks, etc.) and seamless connectivity within the parks, open space and trails system.”

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	X			
Legislative Requirement	X			
Operational Saving, Short Payback	X			
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related		X		
Service enhancements		X		



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<b>Total</b>	3	3		
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2019	2020	2021	2022
Capital	35,875	36,772	37,691	38,633
Purchases/Contractor/Material				
Sub-Contractor/Equipment				
Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	35,875	36,772	37,691	38,633
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>				
<b>Net Operating Cost</b>				
Estimated Completion Date: Continuous improvement				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: Mandy Jones    Department Head: _____				
Date Prepared: December 12, 2018    Reviewed by Treasurer: Adam McNabb				



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CAPITAL PROJECT SHEET				
Department:	Recreation Services			
Project Name:	Design of the new Mount Forest Swimming Pool and Aquatic Centre			
Asset Name:		Import ID:	NA	
Project Description	RFP to design the new Mount Forest Swimming Pool and Aquatic Centre.			
Project Justification	<p>The MF Lion Roy Grant Pool was built in the late 1950's and was expanded to the current L shape in 1967. "A primary concern for Wellington North is the aging Mount Forest outdoor pool. Facilities of this age (1950s/60s) are predisposed to increased lifecycle maintenance costs and are generally not reflective of modern designs. The pool tank has developed major cracks and repairs have been increasing in their frequency and cost. In short, the pool and bathhouse are past their functional lifespan and a strategy is needed for the pool's replacement, which was strongly supported by the public consultation program. With Mount Forest being the largest of the Township's urban centres, combined with the distance to Arthur, the provision of an outdoor pool and a splash pad – which has been a resounding success in Arthur – can be supported" (Recreation Master Plan, P.61, 2018).</p> <p><b>Recommendation 36-</b> Replace the Lion Roy Grant Pool with a new outdoor pool in Mount Forest, potentially at Campbell deVore Park / Mount Forest &amp; District Sports Complex, with the assistance of community fundraising.</p> <p>Proposed timeline associated with the pool and process to completion:</p> <ul style="list-style-type: none"> <li>• 2020 finalize design</li> <li>• 2021 fundraise</li> <li>• 2022 construction begins</li> <li>• 2023 pool &amp; Aquatic Centre operational</li> </ul>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			x	Staff changeroom. Public Changerooms. Minor toe injuries reported due to deck area cracking.



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Legislative Requirement			x	Inspections by the Ministry of Health, the pool does not meet certain requirements under the health code.
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement			x	Built in the late 1950's
Growth related			x	
Service enhancements			x	
<b>Total</b>				

**CAPITAL PROJECT COSTING AND FUNDING**

<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material				
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees	50,000			
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>50,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>				
<b>Net Operating Cost</b>				
Estimated Completion Date: December 31, 2020 (design)				



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Projected New Operating Costs per year: n/a

Previous Operating Costs: n/a

Submitted By: Mandy Jones Department Head: Matthew Aston

Date Prepared: November 25 2019 Reviewed by  
Treasurer:



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### CAPITAL PROJECT SHEET

Department:	Recreation Services		
Project Name:	Boardroom Table & Chairs		
Asset Name:		Import ID:	NA
Project Description	Purchase of a Boardroom Table and 14 Chairs for the Meeting Room at the Mount Forest & District Sports Complex		
Project Justification	<p>The Mount Forest and District Sports Complex is a beautiful new facility with many amenities for residents and visitors alike.</p> <p>The Meeting Room is frequently used by local user groups and organizations for their monthly board meetings, including:</p> <ul style="list-style-type: none"> <li>- Recreation and Culture Committee</li> <li>- Wellington North Power Board of Directors</li> <li>- Business Centre Guelph Wellington</li> <li>- Mount Forest Lions Executive</li> <li>- Mount Forest Fireworks Festival</li> <li>- Mount Forest Ringette</li> <li>- Mount Forest Minor Hockey Association</li> <li>- Mount Forest Patriots Junior C</li> <li>- Skate Canada Mount Forest</li> </ul> <p>As we continue to modernize operations and offerings in the municipality, the opportunity for small improvements to our facilities become more visible. The proposed new boardroom table will be smaller in width and longer in length compared to the existing table, which will allow for more movement within the room. The table will also include three grommets with two outlets in each as well as a mini power block to support the continued use of tablets and laptops.</p> <p>The proposed new chairs will include a high back, knee-tilt option as well as a low-rise lift, replacing the current boardroom chairs that are difficult to raise or lower.</p> <p>Cost Estimate:            Table = \$3,960.91 (plus HST)            Chairs = 14 x \$560.52 = \$7,847.28 + \$466.67 delivery = \$8,313.95 (plus HST)  <b>TOTAL = \$12,274.86</b></p>		

### PROJECT MATRIX

Criteria	Low	Medium	High	Comments
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Safety Issues, Risk Management				
Legislative Requirement				
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		x		
Growth related		x		
Service enhancements			x	
<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	14,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>14,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>				
<b>Net Operating Cost</b>				
Estimated Completion Date: February 28, 2020				
Projected New Operating Costs per year: n/a				



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Previous Operating Costs: n/a

Submitted By: Mandy Jones    Department Head: Matthew Aston

Date Prepared: November 25 2019    Reviewed by  
Treasurer: \_\_\_\_\_



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CAPITAL PROJECT SHEET			
Department:	Recreation Services		
Project Name:	Damascus Hall – Furnace		
Asset Name:	HVAC	Import ID:	
Project Description	Replacement of the Hall's existing furnace with a propane unit.		
Project Justification	<p>Propane is a clearer burning fuel.</p> <p>Existing oil furnace has been "red tagged", i.e. cannot be refilled.</p> <p>Recreation and Culture Committee has endorsed this capital project for 2020.</p>		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			X	Heating during 2020-2021 will require a new oil tank or new furnace.
Legislative Requirement			X	Oil tank cannot be refilled.
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		The existing furnace and/or tank was installed in 2002.
Growth related	X			
Service enhancements		X		Propane is a cleaner burning fuel.
<b>Total</b>				

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$5,500			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				



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Total Fees	\$5,500			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>  Mandy Jones  </u> Department Head: <u>  M. Aston  </u>				
Date Prepared: <u>  2019-12-10  </u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET			
Department:	Recreation Services		
Project Name:	Arthur & Area Community Centre		
Asset Name:	Ice Making Pipes	Import ID:	NA
Project Description	Ice Making Piping Rehabilitation – Arthur & Area Community Centre  Project will replace the arena's concrete flooring and piping.		
Project Justification	Ice making piping is original to the facility.  Leakage from the pipes has been experienced and repaired within the last five years.  Ice making piping was apart of ICIP grant application, so no work would commence until after Township learns if grant was approved or not. If grant was approved, project funding could be used to provide Township's portion of ICIP project.  Design planned to commence late 2020. Construction planned for spring / summer 2021.		

PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management				
Legislative Requirement				
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement				
Growth related				
Service enhancements				
<b>Total</b>				

CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	1,094,500			
Sub-Contractor/Equipment				



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Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	1,094,500			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: December 31, 2021				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: _____		Department Head: _____		
Date Prepared: _____		Reviewed by _____		
Treasurer: _____				

Schedule A



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### 3) Ice Making Piping Upgrades

It has been identified that the existing brine piping, located under the concrete floor of the ice surface was leaking in the past. It is our understanding, that they temporarily sealed the pipe using a stop-leak material installed approximately 3 years ago. It is not known how long this sealant will continue to work. It is proposed that the ice rink floor would be removed and a new concrete slab-on-grade, complete with under-slab and perimeter insulation, and a new brine or glycol piping system be installed. It was explained to us that the existing chiller and compressor plant was recently replaced by the Township. The above outlined work assumes that the new equipment is suitably sized to operate once the new brine or glycol piping is installed. While completing the ice making upgrades, the arena boards would be removed and replaced with new boards. The existing glass and support stanchions would be re-installed on the new boards.

#### 3.0 Ice Making Piping Upgrades:

Remove existing ice rink concrete slab and brine piping. Provide new concrete slab-on-grade, complete with under slab and perimeter insulation, with new brine or glycol piping. Replace arena boards with new boards, installing existing glass and support stanchions on new boards.

\$ 1,094,500.00

**Subtotal**

**\$ 1,094,500.00**



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CAPITAL PROJECT SHEET			
Department:	Recreation Services		
Project Name:	Baseball Safety Netting in Arthur		
Asset Name:		Import ID:	NA
Project Description	<p>Adding baseball safety netting in Arthur to ball diamond A and B.</p> <p>Ball Diamond A requires the purchase and installation of approximately 25' x 325' of safety netting to complete the outer field. This will also require approximately 10 hydro poles and ¼" aircraft cable.</p> <p>Ball Diamond B requires the purchase and installation of approximately 25' x 240' of safety netting to be added along the first base line. This will also require the purchase of approximately 8 hydro poles and ¼" aircraft cable.</p> <p>Wellington North Power will be approached for support with the installation.</p>		
Project Justification	<p>In 2019, baseball safety netting was added to Ball Diamond A in Arthur (25' x 135', 4 hydro poles). This addition to the diamond was in response from the community expressing concern regarding their safety while in the pavilion. Since its installation, the baseball safety netting has provided a barrier between the ball diamond and pavilion, keeping guests safe and minimizing damage to the existing pavilion.</p> <p>Safety provisions for users of the new Arthur Lions BMX Skateboard park have been identified through consultation with members of the public, the grade 6 class at Arthur Public School and the Recreation Services team. The approved location of the Arthur Lions BMX Skateboard Park is between Ball Diamond A &amp; B, requiring safety netting to protect users from foul balls (ball diamond B) and homerun hits (ball diamond A). In addition, the safety netting will further keep guests safe and minimize damage to the pavilion and houses located across the street.</p>		





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**Diamond A**

25' x 325' = \$9,425 (netting)

10 poles = \$10,000

WN Power Labour = \$2500

Air craft cable = \$600

**TOTAL = \$22,525**

**Diamond B**

25' x 240' = \$7,000 (netting)

8 poles = \$8,000

WN Power Labour = \$2500

Air craft cable = \$500

**TOTAL = \$18,000**

***The Project costs do not include the following:***

**Labour costs-** In 2019, the installation work was completed for the Township without the addition of labour costs from Wellington North Power. As the 2020 project would be larger, labour costs have been included

**Donated Hydro Poles-** In 2019, Wellington North Power donated two of the four hydro poles to the project. The costs above do not reflect any hydro pole donations, this could be a possibility for cutting costs.

**Ball Diamond Light replacement** – if any ball diamond lights need replaced, this would be a great opportunity to do so.

**PROJECT MATRIX**

Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management				
Legislative Requirement				
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement				
Growth related				
Service enhancements				



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<b>Total</b>				
<b>CAPITAL PROJECT COSTING AND FUNDING</b>				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	18,000	22,500		
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
<b>Total Fees</b>	<b>18,000</b>	<b>22,500</b>		
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	18,000	22,500		
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
<b>Total Funding</b>	<b>18,000</b>			
<b>Net Operating Cost</b>				
Estimated Completion Date: September 30, 2020				
Projected New Operating Costs per year: (*costs associated with tightening the netting once every 1 – 2 years)				
Previous Operating Costs: n/a				
Submitted By: Mandy Jones    Department Head: Matthew Aston				
Date Prepared: November 25 2019    Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Recreation Services			
Project Name:	Fence Cap for five diamonds			
Asset Name:	All Ball diamonds	Import ID:		
Project Description	Place plastic fence cap on all outfield fencing on all five of the Wellington North Diamonds			
Project Justification	This is a safety concern for players extending their arm over the fence and the possibility of a laceration on there arm. None of the diamonds in MF have the fence cap and in Arthur it needs to be replaced			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			x	
Legislative Requirement				
Operational Saving, Short Payback				
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		x		
Growth related				
Service enhancements	x			
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$15,000.00			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees	\$15,000.00			
<b>Funding</b>				



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Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>Tom Bowden</u> Department Head: _____				
Date Prepared: <u>November 22, 2019</u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Recreation Services			
Project Name:	Pool high diving board and vacuums			
Asset Name:	Pools	Import ID:		
Project Description	Replace of the Mount Forest Lion's Roy Grant pool high diving board and the purchase of two pool vacuums. One for Arthur and one for Mount Forest			
Project Justification	The high diving board was found to have a crack in the board in August last year and is not safe to use. The vacuums at both pools are more than ten years old and are becoming inefficient and time consuming to fix.			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management			x	
Legislative Requirement			x	
Operational Saving, Short Payback		x		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		x		
Growth related				
Service enhancements				
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
<b>Costs</b>	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$15,000.00			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees				



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<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: <u>Tom Bowden</u> Department Head: _____				
Date Prepared: <u>Nov. 12, 2019</u> Reviewed by				
Treasurer: _____				



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CAPITAL PROJECT SHEET				
Department:	Recreation Services			
Project Name:	Optimist Diamond Light Timer			
Asset Name:	Optimist Ball Diamond In Mount Forest	Import ID:		
Project Description	Installation of a time for the Optimist Ball diamond lights			
Project Justification	Reduce staff time and energy efficiency, also this will a line with the other diamonds in Mount Forest			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management	x			
Legislative Requirement	x			
Operational Saving, Short Payback			x	
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement				
Growth related				
Service enhancements		x		
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$7000.00			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency				
Total Fees				
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				



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Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date:				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __ Tom Bowden    Department Head: _____				
Date Prepared: __ November 21, 2019    Reviewed by				
Treasurer: _____				





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CAPITAL PROJECT SHEET			
Department:	Recreation Services		
Project Name:	Arthur Opti-Mrs Playground Improvements		
Asset Name:	Arthur & Area Community Centre – Arthur Opti-Mrs Playground	Import ID:	NA
Project Description	<p>Work with a specialized Playground Firm to design and replace playground equipment that is past its lifecycle.</p> <p>Ensure that new equipment includes accessible features for persons with disabilities.</p> <p>Further enhance site lines and create play stations for various user age groups.</p> <p>Address drainage issues and replace sand surfacing with engineered wood fibre to provide enhance impact attenuation and accessibility.</p>		
Project Justification	<p>The Township of Wellington North does not have a record as to when the Arthur Opti-Mrs Playground was installed, leading staff to believe that the playground is a minimum of eighteen years of age. With that said, some features have been added or replaced throughout the years.</p> <p>The Recreation Master Plan suggests that most playground features have a lifespan of about twenty years with playground design evolving over time, from traditional elements such as slides, swings and climbers to more creative elements that involve interactive and challenging play.</p> <p>The Recreation Master Plan also indicates that equitable access to playgrounds in urban centres is important to providing leisure opportunities for children and families. Playgrounds should be located within 500-metres (about a 5 to 10-minute walk) of residential areas. Furthermore, it is recommended that the Township phase-out sand surfacing in favour of engineered wood fibre or alternative low maintenance materials that provide enhanced impact attenuation and accessibility. Several playgrounds are also partially accessible for persons with disabilities and it is expected that new play structures will be</p>		



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designed with accessibility in mind. The Township should continue to regularly inspect all playground structures on a regular basis to identify maintenance priorities.

### PROJECT MATRIX

Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement			X	AODA requirements
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement		X		
Growth related		X		
Service enhancements			X	
<b>Total</b>		4	2	

### CAPITAL PROJECT COSTING AND FUNDING

Costs	2020	2021	2022	2023
Capital Purchases/Contractor/Material	\$118,000			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				
Legal Fees				
Contingency	\$2,000			
<b>Total Fees</b>	<b>\$120,000</b>			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)	\$120,000			
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				



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Development Charge				
Other:				
Total Funding	\$120,000			
<b>Net Operating Cost</b>				
Estimated Completion Date: September 30, 2020				
Projected New Operating Costs per year: \$1000 - Yearly wood fibre top-up				
Previous Operating Costs:				
Submitted By: Mandy Jones    Department Head: Matthew Aston				
Date Prepared: December 11, 2019    Reviewed by				
Treasurer: _____				