



Council Meeting Minutes
Monday, February 2, 2015
3:00 p.m.
Council Chamber, Town Hall

Mayor A. Thompson
Councillor D. Beffort
Councillor N. deBoer
Councillor J. Downey
Councillor A. Groves
Councillor J. Innis
Councillor G. McClure (Arrived at 3:19 p.m.)
Councillor R. Mezzapelli
Councillor B. Shaughnessy

Chief Administrative Officer: D. Barnes
Deputy Fire Chief: D. Bailey
Acting Director of Development Approval and Planning Policy: P. de Sario
Director of Parks and Recreation: L. Johnston
Council/Committee Co-ordinator: B. Karrandjas
Manager of Corporate Communications: B. Lee
Manager of Economic Development: N. Lingard
Director of Public Works: D. Loveridge
Director of Human Resources: J. Porter
Manager of Legislative Services/Deputy Clerk: D. Thompson
Treasurer: P. Tollett
Director of Corporate Services/Chief Financial Officer: F. Wong

1. **CALL TO ORDER**

Mayor Thompson called the meeting to order in the Council Chamber at 3:02 p.m.

2. **PRAYER AND O CANADA**

Councillor Mezzapelli opened the meeting with a prayer, those in attendance joined in singing O Canada.

3. **SUMMARY OF ADDENDUM ITEMS** – none.

4. **APPROVAL OF AGENDA**

Moved by Councillor Innis - Seconded by Councillor Shaughnessy

2015-037

That the agenda for the February 2, 2015 Council Meeting, be approved.

Carried.

5. **DISCLOSURE OF PECUNIARY INTEREST** – none.

6. **DELEGATIONS/PRESENTATIONS**

D1 – Ms. Tollett, Treasurer made a presentation regarding the 2015 Budget Status and Overview (see attached presentation). Members of Council asked a number of questions concerning the information provided and received responses from the presenter.

Mayor Thompson thanked Ms. Tollett for her presentation.

D2 – Ms. Johnston, Director of Parks and Recreation made a presentation regarding the Parks and Recreation Department Budget (see attached presentation). Members of Council asked a number of questions concerning the information provided and received responses from the presenter.

Mayor Thompson thanked Ms. Johnston for her presentation.

D3 – Mr. Wong, Director of Corporate Services/Chief Financial Officer made a presentation regarding the Corporate Services Department Budget (see attached presentation). Members of Council asked a number of questions concerning the information provided and received responses from the presenter.

Mayor Thompson thanked Mr. Wong for his presentation.

D4 – Mr. Barnes, Chief Administrative Officer made a presentation regarding the Administration and General Governance Budget (see attached presentation). Members of Council asked a number of questions concerning the information provided and received responses from the presenter.

Mayor Thompson thanked Mr. Barnes for his presentation.

D5 – Mr. Lingard, Manager of Economic Development made a presentation regarding the Economic Development Department Budget (see attached presentation). Members of Council asked a number of questions concerning the information provided and received responses from the presenter.

Mayor Thompson thanked Mr. Lingard for his presentation.

D6 – Mr. Bailey, Deputy Fire Chief made a presentation regarding the Fire Services Budget (see attached presentation). Members of Council asked a number of questions concerning the information provided and received responses from the presenter.

Mayor Thompson thanked Mr. Bailey for his presentation.

7. PUBLIC QUESTION PERIOD

JOHN FORD of Inglewood advised that he was impressed with the budget details but suggested that the large budget items need to have more background provided. Mr. Ford also suggested that more effort be made by staff and Council to reduce the tax increase each year. He inquired if any new employees could be contract as opposed to full-time and advised that his number one concern would be the hiring of staff where the job description is unknown.

SHERRY BRIOSCHI of Caledon expressed concern with voice recognition system when calling into the Town and suggested it would be a good idea to get a live person each time. Ms. Brioschi made reference to social media within the Town and indicated that Pingstreet is a step in the right direction. She also requested clarification regarding the Hills of Headwaters Tourism Association and whether this is paid for by the Town. She requested that a business plan be provided for the Caledon Equestrian Park explaining the requirement for rezoning in order to review the costs and revenue. She inquired as to when the draft budget will be available for public viewing. Ms. Brioschi received responses from staff regarding her concerns.

DOUG DEMERLING of Caledon inquired as to the amount of staff currently within the Parks and Recreation Department and also as to how the Town is dealing with volunteer firefighters who are double-hatting. Mr. Demerling received responses from staff and Mayor Thompson regarding his concerns.

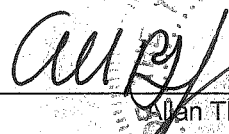
8. COUNCIL COMMUNICATIONS/INQUIRIES AND ANNOUNCEMENTS

Notices of Motion – presented at the meeting.

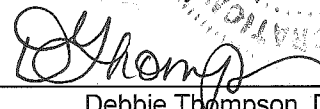
1. Councillor Innis re: Parks and Recreation Unmet Need #12.
2. Councillor Innis re: Paperless Agendas.

9. ADJOURNMENT

On verbal motion moved by Councillor McClure and seconded by Councillor Innis, Council adjourned at 7:03 p.m.



Allan Thompson, Mayor



Debbie Thompson, Deputy Clerk

(Faint circular seal of the Town of Caledon is visible in the background)

2015 Budget

2015 Budget Update

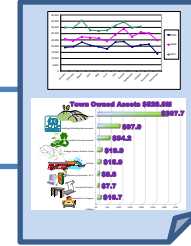
February 2, 2015

2015 Budget Schedule

Jan. 13

- Budget Presentation (Capital & Operating Budget Overview)
- 9:30 a.m. – Town Hall Council Chambers

Budget flyer distribution to taxpayers



Jan. 21

- Special Council Meeting – Budget Public Consultation
- 7:00 p.m. – Town Hall Council Chambers

Feb. 2 & 3

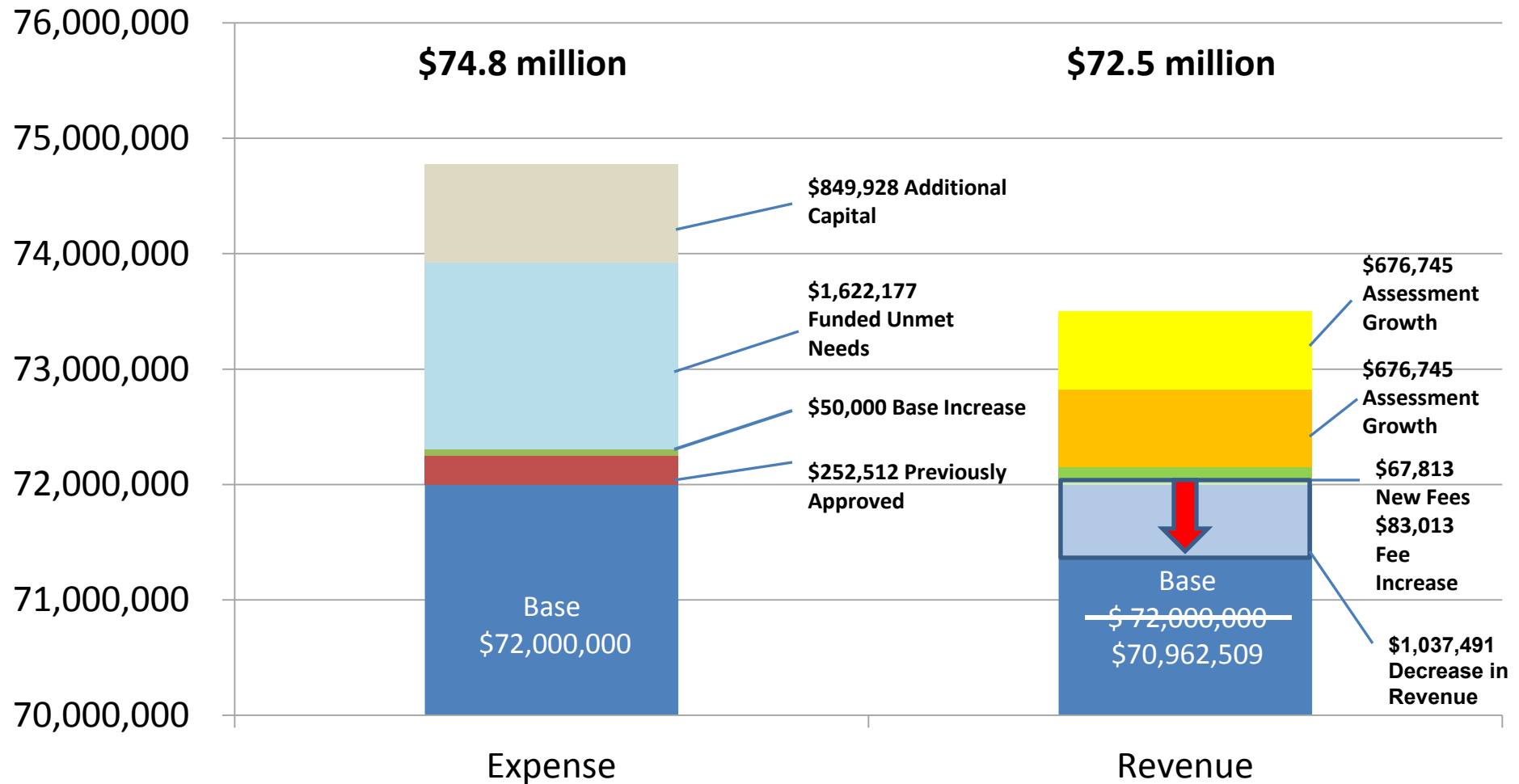
- Council Budget Meetings – Departmental Presentations
- 3:00 p.m. – Town Hall Council Chambers

Mar 3


- Council Budget Meeting – Finalization and Approval of 2015 Budget and Fees By-law
- 1:00 p.m. – Town Hall Council Chambers

2015 Approved Budget

Proposed 2015 Budget



2015 Proposed Operating Budget



\$1,191,271	• 2015 Increase to Operating Base
\$1,622,177	• 2015 Proposed Unmet Needs
\$849,928	• 2015 Proposed Increase to Capital Base
\$3,663,376	• Total 2015 Requirement
(\$1,353,490)	• Less Assessment Growth
\$2,309,886	• Total 2015 Budget Increase

**1% = \$489,388 Total Increase 4.72%
(Town Portion Only)**

Current Requests and Motions

Council Meeting	Councillor	Motion / Report	Estimated Cost	Tax Impact
Dec. 9, 2014		Ontario Community Infrastructure Funding - Boston Mills Road Resurfacing - CS-2014-084 (Funding from OCIF \$361,000 and \$192,000 from Tax Funded Capital Contingency Reserve)	\$553,000	\$0
Dec. 16, 2014	B. Shaughnessy	Drainage Plan for the Alton Village	\$100,000	\$100,000
Jan. 27, 2015		Soil Cap Remediation at the Alton Village Square - PW-2015-005	\$15,000	\$0

Proposed Budget Recommended by staff (Jan 13)	\$2,309,886	4.72%
Current requests / motions	\$ 100,000	.20%
Revised Budget Shortfall (Feb 2)	\$2,409,886	4.92%

2015 Budget

Parks & Recreation Department

February 2, 2015





ACCOMPLISHMENTS



COMMUNITY ENGAGEMENT

- Over 11,000 attended Caledon Day
- Over 700 celebrated one-year countdown to Pan Am Games
- Recognized almost 200 volunteers at the annual Celebration of Volunteers awards
- NEW: Principals and Community Engagement breakfasts

FACILITIES AND PROGRAMS

- Over 1.2 million people visit town facilities and participate in town programs
- Over 6,500 residents learned how to swim
- 2014 revenue targets were met, programs were filled, and leisure options increased
- **Home for the Holidays** fitness promotion: over 100 new fitness memberships at CCRW in the first week of January 2015 resulting in over \$50,000 in revenue
- Nearly 40% of program registrations received through newly-launched e-registration
- Over 1,700 campers spent the summer with us!

PARK IMPROVEMENTS AND DEVELOPMENT

- 160 urban trees lost to Emerald Ash Borer and the 2013 ice storm were removed, stump ground and replaced
- Opened three new parks:
 - Southfields Community Park (Dennison Park)
 - Chateaux Neighbourhood Park (Greer Park)
 - Fernbrook Neighbourhood Park (Snell Park).
- Formalized procedures for community ice rinks. Currently support three community groups
- Cleared ice storm debris on Caledon Trailway to keep it open for its over 30,000 annual user trips.



2015 OBJECTIVES & GOALS



PAN AM GAMES

- Promote, celebrate and meet the infrastructure and transportation requirements
- Host “activation events” to engage residents and visitors during the games
- Host the Torch Relay
- Post-game legacy:
 - Palgrave facility
 - Leverage Pan Am exposure to enhance sport and active living sector development

FACILITIES, PROGRAMS, PARKS

- Facility Utilization Study
- Mayfield West facility and second community park
- Phase Two, Johnston Sports Park
- Develop and implement enhanced customer service (event planner) system

RELATIONSHIP AND COMMUNITY BUILDING

- Address accessibility deficiencies identified in Accessibility Audit
- Strengthen working relationships with user groups, and finalize joint use agreements
- Town-wide consultation for Parks and Recreation vision
- Integrate Culture to portfolio
- Develop Municipal Partnership Program

2015 Fee Increases

INDOOR FACILITY RENTALS	Ice rentals Gym rentals Room and Hall rentals	Example: Ice rental up by \$2.83
OUTDOOR RENTALS	Ball diamonds Soccer fields Tennis facilities Bocce court Picnic, Park amenities	Example: Bocce court up by \$4.50
PROGRAMS	Public swim Swim lessons Public skating Camps Memberships Pay-as-you-go Advertising	Example: Private & Semi- Private

Overall revenue increase of \$21,276

2015 Funded – Unmet Needs

Category	Number	Description	One Time Request (Y/N)	2015 Net Budget Amount	Full-Time Head Count	Conversion / New FTE / Contract	Annualized Net Budget Amount
CUSTOMER SERVICE	14	General Programmers (12 Months)	N	\$0	3	Conversion	\$0
	15	Customer Service Administrator - Support Services (12 Months)	N	\$7,922	1	Conversion	\$7,922
	16	General Programmer - Caledon East (12 Months)	N	\$0	1	New	\$0
	17	General Programmer - Mayfield (12 Months)	N	\$56,861	1	New	\$56,861
MUNICIPAL LEADERSHIP	12	Recreation Development Coordinator, Sports, Tourism and Partnerships (12 Months)	N	\$150,000	1	New	\$150,000
	13	Customer Service Administrator - Caledon East (12 Months)	N	\$67,603	1	New	\$67,603
Total				\$282,386			\$282,386

WEST CALEDON

“Mayfield Family”

- Mayfield Recreation Complex
- Lloyd Wilson Arena
- Inglewood Community Centre
- Margaret Dunn
- Cheltenham

CENTRAL CALEDON

“Caledon East Family”

- Caledon Community Complex
- Alton Community Centre
- Caledon Pool
- Caledon Village Place
- Victoria Parks

EAST CALEDON

“Bolton Family”

- Caledon Centre for Recreation & Wellness
- Albion Bolton Community Centre
- Rotary Place
- Palgrave Centre

2015 Unfunded – Unmet Needs

Number	Description	2015 Net Budget Amount	Conversion / New FTE / Contract	Full-Time Head Count	One Time Request (Y/N)	Annualized Net Budget Amount
13	Facility Maintenance 1 (12 Months) - To convert two existing temporary full time staff to permanent	\$51,723	Conversion	2	N	\$51,723
14	Customer Service Contract (12 Months)	\$36,648	Contract	1	Y	\$36,648
Parks and Recreation Total		\$88,371		3		\$88,371

2015 Funded Capital Budget

Project #	Project Name	Division	Total Project Budget	Tax Levy Funding
15-063	Stonehart Park Hard Court Resurface	Parks Operations	\$ 25,000	\$ 25,000
15-066	Caledon Trailway Resurface		\$ 50,000	\$ 50,000
15-067	Urban Street Tree Replacements EAB (Emerald		\$ 120,000	\$ 120,000
15-068	Southfield (Mayfield) West Community Park P3		\$ 800,000	\$ 116,000
15-069	Johnston Sports Park Phase 2		\$ 1,500,000	\$ 247,000
15-032	Caledon Centre for Recreation Wellness -	Facilities & Operations	\$ 47,500	\$ 47,500
15-033	Caledon Centre for Recreation Wellness -		\$ 100,000	\$ 100,000
15-035	Rotary Place Parking Lot & Lighting		\$ 260,000	\$ 260,000
15-036	Albion Bolton Union Community Centre - Arena		\$ 25,000	\$ 25,000
15-037	Caledon Community Complex - Rubber Flooring		\$ 15,000	\$ 15,000
15-038	Caledon Community Complex - Condenser Unit		\$ 80,000	\$ 80,000
15-041	Caledon Central Pool Demolition		\$ 260,000	\$ 260,000
15-042	Caledon Community Complex - Infrared Camera		\$ 60,000	\$ 60,000
15-043	Caledon Village Place - Front Entrance		\$ 15,000	\$ 15,000
15-046	Mayfield Recreation Complex - Meeting Room		\$ 17,500	\$ 17,500
15-047	Mayfield Recreation Complex - Compressor Room		\$ 32,000	\$ 32,000
15-048	Mayfield Recreation Complex - Arena Washroom		\$ 30,000	\$ 30,000
15-052	Inglewood Community Centre - HVAC		\$ 15,000	\$ 15,000
15-055	Furniture, Fixtures, Equipment - Various		\$ 75,000	\$ 75,000
15-056	Accessibility-Town Wide Facilities and Parks		\$ 120,000	\$ 50,000
15-138	Mayfield West Community Centre (Term of		\$ 7,500,000	\$ 1,125,000
15-139	Caledon Equestrian Park - Front Entrance		\$ 120,000	\$ -
15-140	Caledon Community Complex - Digital Screen		\$ 50,000	\$ -
15-141	Re-Zoning of the Caledon Equestrian Park		\$ 150,000	\$ 150,000
Parks & Recreation Total			\$ 11,467,000	\$ 2,915,000

2015 Unfunded Capital Budget

Project #	Project Name	Division	Total Project Budget	Tax Levy Funding
15-062	Heritage Hills Park Playground Equipment	Parks Operations	\$ 50,000	\$ 50,000
15-064	Adam Wallace Park Fencing		\$ 20,000	\$ 20,000
15-065	Fountainbridge Park Asphalt Paths		\$ 50,000	\$ 50,000
15-111	Bolton Rotary/Kinsmen/Braves Picnic Shelter		\$ 20,000	\$ 20,000
15-031	Caledon Centre for Recreation Wellness - Outdoor Rink Rooftop Condensers	Facilities & Operations	\$ 30,000	\$ 30,000
15-034	Caledon Centre for Recreation Wellness - Dry-o-Tron Addition		\$ 280,000	\$ 280,000
15-040	Caledon Community Complex LED Sign		\$ 15,000	\$ 15,000
15-045	Mayfield Recreation Complex Concession Upgrade		\$ 30,000	\$ 30,000
15-049	Southfields Community LED Sign		\$ 15,000	\$ 15,000
15-050	Mayfield Recreation Complex LED Sign		\$ 15,000	\$ 15,000
15-051	Lloyd Wilson Community Arena Compressor Room Panel Upgrade		\$ 32,000	\$ 32,000
15-053	Inglewood Community Centre Parking Lot Paving		\$ 32,500	\$ 32,500
15-054	Cheltenham: Parking Lot Paving		\$ 32,500	\$ 32,500
Parks & Recreation Total				\$ 622,000

2015 Budget

Corporate Services Department

February 2, 2015



ACCOMPLISHMENTS

PROVIDING MORE THAN THE MINIMUM FINANCIAL DISCLOSURE

- Independent recognition by the Government Finance Officers Association that Town's financial statements, annual report, & budget go beyond the minimum requirements
- Goal: transparency, full disclosure, easier to understand

COMPLETING PHASE 1 OF DISASTER RECOVERY SITE

- Town's electronic financial, development, and other data is safely archived off-site and may be recovered in case of an incident
- Ensuring that the Town's corporate telephone service works in an emergency (completion March 2015)

IMPLEMENTING REBATE TO LOW INCOME RESIDENTS

- 28 one-time \$200 Ice Storm rebates provided to low income seniors and low income persons with disabilities impacted by the December 2013 ice storm
- 229 property tax rebates (of \$450 each) provided

FISCAL RESPONSIBILITY AND STEWARDSHIP

- Completed provincial claim for ice storm assistance (\$0.77 million)
- Completed development charge study and by-law update to project growth, growth-related infrastructure and costs to be borne by developers



2015 OBJECTIVES & GOALS

BETTER I.T. AND SYSTEMS

- Co-develop Town's broadband strategy with the Economic Development department with the goal of increased access to broadband for Caledon residents and businesses
- Improve customer service by upgrading Town information systems and applications
- Collaborate with the Public Works department in the implementation of a comprehensive storm water system asset management plan and billing system

INVESTIGATE PARTNERSHIP ALTERNATIVES

- Develop a "Vendor Welcome Package"
- Investigate alternate methods of paying for new infrastructure through P3s and corporate sponsorship/partnership opportunities

2015 New Fees & Fee Increases

New Fee	Amount of Fee (w/o HST)
Tax Local Improvement Fee	\$20.00
Collection Fee	\$50.00

Overall Revenue increase of \$2,900

Fee Increase	Amount of Fee (w/o HST)
Ownership Change Fee	\$30 to \$35

Overall Revenue increase of \$5,250

2015 Funded – Unmet Needs

	Category	Number	Description	One Time Request (Y/N)	2015 Net Budget Amount	Full-Time Head Count	Conversion / New FTE / Contract	Annualized Net Budget Amount
C	GROWTH-RELATED	1	Help Desk (12 months)	N	\$87,581	1	New	\$81,081
		2	Junior GIS Technologist (12 Months)	N	\$73,120	1	Conversion	\$73,120
D	MUNICIPAL LEADERSHIP	28	Debt Payments - Principal and Interest	N	\$300,000	0	N/A	\$600,000
E	SAFETY, SECURITY OF TOWN/TOWN ASSETS	3	Incremental software licencing costs related to Town's disaster recovery site	N	\$100,000	0	N/A	\$100,000
Total					\$560,701			\$854,201

2015 Funded Capital Budget

Project #	Project Name	Division	Total Project Budget	Tax Levy Funding
15-142	Studies & Consulting for PSAB 3260 - Financial Disclosure for Contaminated Sites	Finance	\$ 75,000	\$ 75,000
15-098	Amanda Enhancements	Information Technology	\$ 160,000	\$ -
15-099	Amanda Portal		\$ 50,000	\$ -
15-100	Telecommunications System Upgrades		\$ 250,000	\$ 240,000
15-101	PC Refresh Program		\$ 175,000	\$ 175,000
15-102	Infrastructure Upgrades & Enhancements		\$ 175,000	\$ 167,685
15-103	Enterprise Application Upgrades & Enhancements		\$ 250,000	\$ 250,000
15-108	Interactive Response System		\$ 10,000	\$ 10,000
Corporate Services Total			\$ 1,145,000	\$ 917,685

2015 Unfunded Capital Budget

Project #	Project Name	Division	Total Project Budget	Tax Levy Funding
15-070	Tax System Replacement	Finance	\$ 500,000	\$ 500,000
15-104	SharePoint Pilot		\$ 100,000	\$ 95,820
15-107	Enterprise GIS Enhancements		\$ 120,000	\$ 120,000
Corporate Services Total			\$ 720,000	\$ 715,820

2015 Budget

General Governance & Administration Department

February 2, 2015



ACCOMPLISHMENTS

IMPLEMENTING E-SERVICES

- Launched numerous e-services town-wide, E-registration (for recreation programs), Online Burn Permits, mobile-friendly website, Browse Aloud feature on website, Pingstreet App for Smartphones, etc.) to improve customer service and streamline both internal and client processes

ADMINISTERING 2014 ELECTION

- Administered the 2014 Municipal Election and organized the Inaugural Council meeting
- Introduced new technology and methodologies during the 2014 Municipal Election to improve customer service and efficient delivery of service

ENHANCING CUSTOMER SERVICE

- Streamlined the disclosure process for Provincial Offences Act to provide enhanced customer service and find efficiencies in staff processes
- Commenced with the property acquisitions required for the Kennedy Road widening and Simpson Road
- Maintained an above 90% average telephone service levels.



2015 OBJECTIVES & GOALS

CORPORATE COMMUNICATIONS

- Continue to seek opportunities to engage wider audiences; the expectation of the opportunity for citizen engagement continues to grow
- Provide alternate/various opportunities to connect the public with Council processes (ie. Podcasting)
- Pan Am – maximize exposure to the games by engaging residents, businesses and media etc. to promote Caledon as a vibrant tourism destination and a centre for equine excellence
- Tourism website launch – Spring 2015

LEGISLATIVE, COUNCIL, LEGAL SERVICES AND POA

- Engaging the public and ensuring accurate information is delivered on Council decisions
- Conduct a governance structure review
- Bring forward the Older Adult Strategic Plan recommendations
- Complete a Land Sale Policy Review
- Review the inter-municipal agreements and policies for the Dufferin Court Services Area

2015 Funded – Unmet Needs

Category	Number	Description	One Time Request (Y /N)	2015 Net Budget	Full-Time Head Count	Conversion / New FTE / Contract	Annualized Net Budget Amount
CUSTOMER SERVICE	10	To Create Accessible Web Documents	Y	\$8,500	0	N/A	\$0
GROWTH-RELATED	11	Prosecutor - Provincial Offences Court	N	\$55,792	1	New	\$51,792
SUPPORT FOR COUNCIL	1	Assistant to the Council	N	\$79,620	1	N/A	\$73,120
	2	Communication Coordinator for Council	N	\$96,430	1	N/A	\$89,930
Total				\$240,342			\$214,842

2015 Unfunded – Unmet Needs

Number	Description	2015 Net Budget Amount	Conversion / New FTE / Contract	Full-Time Head Count	One Time Request (Y/N)	Annualized Net Budget Amount
5	Agreement Administrator (12 Months)	\$96,160	New	1	N	\$92,160
General Governance and Administration Total		\$96,160		1		\$92,160

2015 Budget

Economic Development Department

February 2, 2015



ACCOMPLISHMENTS

PROVIDING BUSINESS INFORMATION

- Researched and updated *Community and Investment Profiles*
- Updated the *Competitive Analysis* for the Town
- Completed the *Town of Caledon Employment Survey* and the *Caledon Business Directory*

SUPPORTING GROWTH

- Completion/adoption of the *Caledon Tourism Strategy*
- Partial completion of a Town-wide *Broadband Gap Analysis*
- In partnership with TRCA, completed and adopted *A Guideline to Eco-Business Zone Planning and Development*

CHAMPIONING BRAND RECOGNITION

- Rebranded and revitalized the *Bolton Farmers' Market*
- Provided external communications of programs and services via *The Caledon Business Report* (12x/yr to 2,498 subscribers) and *The Market Message* (8x/year to 1,070 subscribers)



2015 OBJECTIVES & GOALS

BUSINESS EXPANSION & RETENTION

- Develop Tourism Website
- Rural Wayfinding Signage Strategy
- Conduct Business Retention & Expansion Research Project

STRATEGIC INVESTMENT ATTRACTION

- Food processing and agri-business, advanced manufacturing, tourism and entrepreneurship development
- Develop a Cultural Plan

ADVOCACY AND FACILITATION

- Tourism Ambassador Training
- Co-develop Town's broadband strategy with the Information Technology department with the goal of increased access to broadband for Caledon residents and businesses

2015 Budget

Fire & Emergency Services Department

February 2, 2015



ACCOMPLISHMENTS

Educated the Public – *to maintain a fire safe community*

- Completed Fire Marshal Directive 2014-002 “Fire Drill Observations and Fire Safety Inspection of vulnerable occupancies” under new legislation
- Expanded Smoke Alarm Program town-wide; visited an additional 550 homes
- Delivered “Home Fire Safety” and “Emergency Preparedness” Guides (all households)

Optimized Emergency Response Capabilities – *to provide services that are safe, secure*

- Recruited 30 Volunteer Firefighters
- Procured new breathing apparatus to NFPA 2013 Standard, one large fire apparatus P301, Alton Fire District, and replaced aging Firefighting Helmets
- Completed VCOM Upgrade and Implemented VCOM User Gear (radios)
- Implemented ‘Bluecard Incident Command System’

Administered Fire and Emergency Services – *to lead in responsible, efficient and cost-effective manner*

- Completed Fire Department Regulating and Establishing By-law and Emergency Management By-law
- Planned for Caledon and Mono Pan Am equestrian venues
- Launched Online burn permit process
- Reviewed roles and responsibilities of Administration team



2015 OBJECTIVES & GOALS

Public Education

- Increase public education initiatives and programs, by creating and distributing appropriate emergency response and fire safety information to our residents – (F.A.C.T. working group, increase the Smoke Alarm Program by 15% and refresh our website)

**Benefit to community: Continue to maintain a fire safe and secure community*

Emergency Response Capabilities

- Update a Master Fire Plan and mitigation strategies to increase our emergency response capability in the Northwest
- Provide effective, efficient managerial span of control and direction to Training Division
- Procure and replace bunker gear that is over 10 years old

**Benefit to community: Provide services in a safe and secure manner and ensure fire services are properly positioned to meet the needs of the community in the future*

Emergency Management Program

- Review and update the Emergency Response Plan
- Effectively and immediately notify residents of an emergency, and make it easier for us to communicate to residents in a timely manner during an emergency

**Benefit to community: Ensure the community and town staff are properly prepared, in the event of an emergency*

2015 New Fees & Fee Increases

Fee Increase	Amount of Fee (w/o HST)
Burn Permits	Increase from \$15 to \$20

Overall Revenue Increase \$10,000

2015 Funded – Unmet Needs

Category	Number	Description	One Time Request (Y /N)	2015 Net Budget	Full-Time Head Count	Conversion / New FTE / Contract	Annualized Net Budget Amount
GROWTH-RELATED	7	Administrative Assistant	N	\$20,677	1	Conversion	\$20,677
Safety, Security of Town / Town Assets	8	A review of fire service delivery across the Town and provide recommendations.	Y	\$50,000	0	N/A	\$0
	9	Improve daytime coverage of the HWY#10 area	N	\$100,000	0	N/A	\$100,000
Total				\$170,677			\$120,677

2015 Unfunded – Unmet Needs

Number	Description	2015 Net Budget Amount	Conversion / New FTE / Contract	Full-Time Head Count	One Time Request (Y/N)	Annualized Net Budget Amount
3	Emergency Management Program (Emergency Plan)	\$10,000	N/A	0	N	\$10,000
4	Emergency Mass Notification System	\$35,000	N/A	0	N	\$35,000
Fire and Emergency Services Total		\$45,000		0		\$45,000

2015 Funded Capital Budget

Project #	Project Name	Division	Total Project Budget	Tax Levy Funding
15-072	Personal Protective Equipment (Bunker Gear Replacement)	Emergency Operations and Fire Suppression	\$ 475,000	\$ 475,000
15-073	Pumper/Rescue Replacement		\$ 575,000	\$ 575,000
15-075	Design to Fire Station 306 (Palgrave) - Addition		\$ 50,000	\$ 12,500
15-076	Training Officer Vehicles (2)		\$ 100,000	\$ 100,000
15-077	Large Fire Equipment Replacement		\$ 60,000	\$ 60,000
15-078	Air/Light Unit (Multi-Purpose Support Vehicle)		\$ 400,000	\$ 40,000
Fire & Emergency Services Total			\$ 1,660,000	\$ 1,262,500

2015 Unfunded Capital Budget

Project #	Project Name	Division	Total Project Budget	Tax Levy Funding
15-074	Pumper/Tanker Replacement	Emergency Ops & Fire Supress	\$ 400,000	\$ 400,000
15-079	Electronic Community Information Sign (2)		\$ 60,000	\$ 60,000
Fire & Emergency Services Total			\$ 460,000	\$ 460,000