

 GRAVENHURST <small>GATEWAY TO MUSKOKA</small>	THE CORPORATION OF THE TOWN OF GRAVENHURST	
	To:	Committee of the Whole
	From:	Val Sequeira, Director of Corporate Services and Chief Financial Officer
	Date:	August 9, 2022
	Subject:	2022 Mid-Year Update Report No. COR 2022-16

RECOMMENDATIONS

The Director of Corporate Services and Chief Financial Officer recommends:

THAT Report No. COR 2022-16 re: 2022 Mid-Year Update be received for information.

PURPOSE

To provide Committee with an update on mid-year financial performance versus budget.

BACKGROUND

The 2022 Mid-Year Operating Update is part of Administration's quarterly reporting schedule on performance. This is an important component in the accountability cycle to both Council and the community. It provides an opportunity to keep Council and the community informed on the use of resources approved in the 2022 Budget.

ANALYSIS

Town Operations

For the first time since early 2019 when the COVID-19 pandemic began, all Town operations have returned to normal, or close to it. Public access to all services/facilities has been restored as has active in-person community programming at the Centennial Centre, Opera House, and Library. Development activity continues at an unprecedented pace generating higher revenues but putting a significant strain on Town resources.

Recent increases in COVID-19 cases present the possibility that Provincial and South Muskoka District Health Unit (SMDHU) guidelines related to COVID-19 may change, yet again. Administration is keeping a close eye on the situation and will be prepared for that eventuality.

Table 1 below provides a summary of financial performance to date.

Table 1

TOWN OF GRAVENHURST

2022 Mid-Year Financial Summary

June 30, 2022

<u>Town Departments</u>	<u>Jan - June Net Spend</u>	<u>2022 Net Budget</u>	<u>% Utilized</u>
Council	141,881	291,300	48.7%
Office of the CAO	160,766	320,700	50.1%
Legislative Services	234,543	536,194	43.7%
Corporate Services	484,810	1,101,850	44.0%
Fire & Emergency Services	489,816	1,047,764	46.7%
Recreation & Culture	474,245	1,112,963	42.6%
Development Services	(75,611)	1,245,212	-6.1%
Infrastructure Services	2,357,438	4,773,049	49.4%
Corporate Administration	3,133,852	5,824,219	53.8%
<u>Town Departments</u>	<u>7,401,740</u>	<u>16,253,251</u>	<u>45.5%</u>
<u>Town Partners</u>			
Community Policing	8,924	2,600	343.2%
Gravenhurst B.I.A.	6,750	49,552	13.6%
Chamber of Commerce	32,643	59,049	55.3%
Community Contributions	43,400	79,400	54.7%
Muskoka Discovery Centre	14,968	175,000	8.6%
YMCA	19,574	358,000	5.5%
Gravenhurst Public Library Board	383,434	679,125	56.5%
<u>Town Partners</u>	<u>509,693</u>	<u>1,402,726</u>	<u>36.3%</u>
<u>NET TOWN BUDGET</u>	<u>7,911,433</u>	<u>17,655,977</u>	<u>44.8%</u>

The [2022 First Quarter Financial Update](#) provided a detailed discussion of the short- and long-term financial challenges the Town is facing in 2022 and beyond. Half-way through the year the budget is 44.8% expended (2021 – 40.5%) as presented in Table 1 above.

Financial Projection - Town Departments

All Town departments are projecting to be within budget at year-end with the possible exception of Infrastructure Services where escalating costs for fuel and patching may not be fully offset by adjustments to other services. Development Services revenues to date continue to be higher than anticipated and are projected to exceed the record level achieved last year. They reflect the impact of higher than budgeted development related revenues - largely building permit fees which have already exceeded the 2022 Budget by 120%. It should be noted that Provincial legislation requires “surplus” revenues be held in reserve to address future ebbs and flows in building permit related costs. This impact will therefore be much lower at year-end when transfers to reserve are completed.

Financial Projection - Town Partners

The two largest Town partners – the Gravenhurst Public Library Board and the Gravenhurst BIA will balance out at year-end as any surplus/deficit is adjusted against their respective Reserves. Financial information for other Town partners, e.g., Muskoka Discovery Centre and the YMCA do not reflect the most current information. It is anticipated that these Town Partners will be within budget at year-end.

Financial Projection - Summary

The Town is projected to have an operating surplus in the 2-4% range at year-end. This is within a reasonable range of expectation. It is significantly lower than the 2021 year-end operating surplus of 8% which was uncharacteristic and reported in detail in the [2021 Operations Year End Report](#).

Activities/Accomplishments

Halfway through the year much has been happening in our community. Highlights from each department/partner are provided below.

Office of the CAO

- Continued monitoring and advocacy for the proper disposition and development of the Muskoka Regional Centre and Ontario Fire College lands, delayed in part due to the recent provincial election
- Organizational assessment and restructuring as opportunities arise
- Continued work with the YMCA on a renewed management agreement
- Work with the Cottage Country Family Health Team to facilitate expansion of health services in the area/building
- Work with the Health Human Resources Task Force as it relates to doctor recruitment efforts
- Involved in the status/future of the Muskoka Tourism Building on Highway 11 after recent insinuation that they may be leaving the facility located on Town owned lands
- Early work with the Director of Legislative Services on a new Council orientation program including a comprehensive Joint Muskoka Council orientation program
- Support in the development of most corporate initiatives
- Stats for formal Administration/Leadership/Mentoring activities as of June:
 - Meetings with Members of Council – **48**
 - Meeting with Directors – **36**
 - Senior Leadership Team (SLT) Meetings – **9**
 - District ITSC (Information Technology Steering Committee) Meetings – **4**
 - Simcoe Muskoka District Health Unit (SMDHU) Meetings – **11**
 - Muskoka Area Chief Administrative Officers (CAOs) Meetings – **10**
 - Quick Response Team (QRT) Meetings – **6**

Legislative Services

2022 Municipal Elections

- Secured applicable third-party vendors for services required for the municipal election including added cyber security (Simply Voting, Datafix, Digital Boundary)
- Recruited and appointed the Compliance Audit Committee
- Completed and published the 2022 Municipal Election Procedures in accordance with the Municipal Elections Act
- Completed and approved the Use of Municipal Resources in an Election Year Policy in accordance with the Municipal Elections Act
- Worked with our stakeholders to promote elector engagement to confirm voters' list status

- With the assistance of the Marketing and Corporate Communications Divisions, actively promoted all aspects of the election in accordance with the comprehensive Municipal Election Marketing and Communications Plan
 - Elections webpage views: 1,359, Candidates webpage views: 1,982
- Prepared detailed candidate and third-party advertiser packages
- Completed statutory notices regarding the election in accordance with the Municipal Elections Act
- At time of writing, registered 14 candidates (Mayor, District Councillor, Wards, School Board) and 2 third-party advertisers
- Appointed and trained 18 internal Election Officials

Integrity Commissioner

- Coordinated the re-appointment and extension of the Integrity Commissioner's contract
- Facilitated the delivery and circulation of 3 IC Bulletin / Briefing Notes

Records Management

- 9 FOIs have been received so far in 2022
- Actively working with the Office of the Information and Privacy Commissioner on 3 appeals
- Released and awarded the RFP for the digitization of historical building files
- Of the 350 banker boxes of historical building records, 100 have been scanned
- Ongoing policy development and administration of the SharePoint electronic records management document system

Council Subcommittee Program

- Conducted extensive internal and external consultation and provided a recommendation report to Council on the future of the program
- With the adoption of the recommendations, revised Terms of References were developed for Council's consideration

Corporate Communications

- Developed and released 111 media releases and advisories
- Ongoing maintenance and administration of the municipal website
- Development of comprehensive Communication Plans (Tiny Homes, Media Relations)
- Working with local stakeholders including the SMDHU and corporate communication colleagues, provided detailed public awareness messaging regarding the COVID-19 pandemic and the municipal response

Repeal Heritage Designation

- Facilitated the repeal process of a heritage designated property including public notice, heritage committee consultation and Council reporting

Licensing Program

- With the return of special events and lifting of COVID-19 gathering restrictions, the business and marriage licensing programs are back to pre-pandemic levels
- The marriage program has been very popular with the Town once again facilitating marriage licenses and weddings for couples from outside of the area due to the ease and efficiency of our program
- Assisting in the development of the procedures for the Short-Term Rental program to be implemented in January 2023

Legislative Services - General Department Data	
Council Meetings	18
Subcommittee Meetings	29
Freedom of Information requests (FOIs)	9
Commissioning of Documents	27
Lottery Licenses	5
Marriage Licenses	37
Civil Marriage Ceremony, Witness	19, 9
Death Registrations	134
Burial Permits	108
Business Licenses	19
Issuance of Media Releases and Advisories	111
Website views	303,210
Distribution of Council resolutions from other municipalities	102
Distribution of Gravenhurst generated Council resolutions	4

Corporate Services*Finance*

- The digitization of the Accounts Payable workflow utilizing SharePoint continues to be improved and fine-tuned
- The Procurement By-law approval thresholds were brought to Council and approved. A working group led by Finance will be looking to make further changes to the administration of the process
- A Development Charges Interest Policy was brought forward to Council and approved

- 21,000 Interim and Final Property Tax bills have been sent. In addition, 154 supplemental tax bills have been sent to date for assessment increases due to property improvements
- 64 Final Demand letters for property tax arrears that were outstanding for three years have been sent. In 2021, 78 were sent
- Still outstanding and progressing towards Tax Sale are 4 properties from 2022 and 5 properties from 2021. One property from 2020 was sold at the Tax Sale held on June 9, 2022

Human Resources

- Ongoing support to Senior and Corporate leadership teams in dealing with complex employee relations issues
- Support to the CAO & Director of Corporate Services/CFO with organizational changes due to the upcoming retirement of the Director of Corporate Services/CFO
- Providing COVID-19 health and safety support and direction to the organization
- Staff Development offered to date:
 - Lean White & Green Belt training – continuation of the Council approved training of all staff in a minimum of Lean White Belt, to assist the organization in reducing waste and inefficiency. The training provides staff with a structured, well-established, multi-year methodology to actively seek out and implement Continuous Improvement initiatives
 - De-Escalation Training – Level 1 & 2
 - Senior Leadership Team Professional Development Day
 - Health & Safety Re-certification
 - Future Ready Leadership
 - First Aide
 - Microsoft Training
 - Blackstone Municipal Training
 - Uplift Black Proud
 - Indigenous Awareness
 - Mental Health First Aide
- Developed Alternate Work Arrangements policy & guidelines
- Developed a Council Remuneration Policy based on the recommendation approved by Council as part of the Council Remuneration Review
- Conducted a Student Compensation Review
- Developed the Right to Disconnect Policy to align with new legislation
- Worked with Public Works leadership to develop a departmental training plan
- Planned and executed team building sessions for various departments

- Completion of a compensation market review to determine our position relative to the external market and our compensation comparator group
- Lean Green Belt Project Fair to showcase the 8 Lean Green Belt projects completed as part of our first Green Belt cohort
- Recruitment of 24 summer/seasonal students
- As of June 30, 2022, the Town had 27 vacancies to date vs 31 in total for 2021. Recruitment continues to be a challenge and often multiple postings are required to find qualified candidates. In several cases departments have had to resort to underfilling of positions or innovative approaches to attract staff.

Fire and Emergency Services

- Responded to 152 calls for assistance, including several major fire events requiring numerous department resources
- Onboarding Tower 1 (new Aerial) with extensive training, equipping and a successful push-in event with enthusiastic community participation
- Community engagement line – the opportunities to re-engage with our public for the purposes of public education have reappeared ten-fold:
 - Public Education in Motion Trailer – sponsorship development, procurement, program development for usage
 - Smoke Alarm campaigns in Pineridge Gate and Muskoka Bay – many public interactions and smoke alarm replacements
 - Numerous Public Education initiatives – daycares, public schools, public events – Now that the COVID-19 pandemic has ebbed, people want to see their Fire Department and learn from us again
- Focused volunteer fire-fighter recruitment drive for our rural stations resulting in 5 new hires department wide
- Staff Recognition – recruit graduation, re-introduction of awards, first ever Gravenhurst Fire Department (GFD) family picnic planned – 100 attendees expected
- Major renovations:
 - Station 1 – Revised design and addition of training centre
 - Station 2 - Reallocation of vehicles and deployment model
- Integration of a new electronic inventory/maintenance tracking program for all GFD staff – first of its kind for our department
- Complete overhaul of departmental operating guidelines
- Overhaul of Department ranking and uniform system – all insignia and uniforms being brought up to date for consistency

Recreation, Arts and Culture

Centennial Centre

- Winter ice season, which ended April 3rd finished off strong despite Covid-19 related closure at the start of the year. At season end every available hour of prime-time ice was in use as well as several hours of non-prime ice time weekly
- Summer ice is being installed and will be ready for July 25. We have a full summer season ahead
- Security Cameras have been installed around the building, which is reducing, but not eliminating, vandalism. Footage has been accessed by OPP on multiple occasions to date
- The GO-VAXX bus continues to use the Centennial Centre as a location for their vaccinations

Gravenhurst Opera House

- Successfully re-opened following a 2-year shutdown with great attendance at many of our performances to date, with several shows sold out or nearly sold out
- Re-Building of partnerships and community opportunities at the Opera House
- Return of Fine Films, programs with Peters Players
- Return of Rotary, Probus and more
- Music on the Barge began July 3, following a 2-year hiatus with a great attendance returning to the much-loved summer series. The season will run until August 21.
- Return of Live Theatre this summer with The Exquisite Hour on stage with local talent putting this production together
- New program partnerships with Recreation and Community members. i.e., Robin Clipsham and Autumn Smith
- Work has begun on the Opera House Strategic Business Plan. In the initial stages of Consultation. The page will soon be live on Engage Gravenhurst to allow community participation

Recreation Programming

- Parks, Recreation and Trails Master Plan is underway and going smoothly. The page is live on *Engage Gravenhurst* with the community consultation process underway
- Implementation of new dry pad activities (Archery Tag and Cornhole) went over well in the community. Programs will continue in the auditorium in the fall
- Soccer season continues to go well with only the 4-6 and 7-9 age groups this year. New 8-week program blocks are being created and will include programming for ages 2-5

- We continue to work with the YMCA to enter into a suitable short-term agreement with them soon
- Event season is bustling this year, with a return to near/above normal attendance, and a few more events than usual this season. This is in part due to grants received for re-opening Ontario. These events include Tall Pines Music Festival, Twelfth Night Steamship Shakespeare, and a potential skateboarding event in August
- Corporate events have been running smoothly with Mayor's Tea and Canada Day behind us, we look forward to Make a Splash, Civic Holiday Fireworks, Children's Festival and more
- Cinema Under the Stars has returned after 2 years and is seeing higher attendance over the 2019 season. Partnership with the Library has been going well to provide programs before the movie for families
- The lifeguard team at Gull Lake continues to provide a great space for patrons with the return of swimming lesson offerings at Gull Lake and Bass Lake
- Away with Geese Pilot project appears to be working at Gull Lake, mitigating the goose population from camping on the docks

Development Services

Planning

- Planning Act development applications are well in excess of projected numbers with revenues currently at 80% of anticipated application revenue for the entire year. Due to consistently high application levels and new legislative requirements a review of staff resource levels is presently underway to maintain customer service levels and to ensure that Planning Act timeframes are met
- Significant strides have been made towards doing what we can to address the housing crisis – namely:
 - Drafted an amendment to the Town's Zoning By-law aimed at increasing the number of Additional Dwelling Units (ADUs) on residentially zoned lots
 - Launched an information campaign regarding Town requirements for tiny home and ADU (Additional Dwelling Units) developments to help raise awareness and address misinformation
 - Reviewed, processed and/or commented on several development applications that will result in an increase to the housing stock in Gravenhurst, including the Beechwood Subdivision (urban centre), Fox Crossing Subdivision (Severn Bridge), Muskoka Bay (urban centre), Creekside (Muskoka Bay, urban centre), Trail Ridge Subdivision (urban centre), Lionston Holdings (urban centre)
 - Continue to encourage the provision of various forms of housing tenure (i.e., rental) in all pre-consultation meetings for residential development proposals

- Conducted a review of Town own lands to determine viability of a land donation to the Muskoka Lake Trust for the purpose of affordable housing

Building and By-law

- Building Permit activity and revenue continues to exceed budget because of an extremely active real estate market. Significant developments include the SkyDev apartment buildings at the south end of the urban centre and the resort condominium building in the Muskoka Bay development
- By-law Services purchased two new patrol bikes and the newly developed Bike Patrol program is successfully expanding our reach and visibility in the community
- Septic inspection continues. A new partnership with the District of Muskoka has been forged and the septic student has worked with the Water Quality students at the District to complete site visits on properties that are water access only
- Completed the Short-Term Rental By-law and work is continuing on the development of the Administrative Monetary Penalty System program for by-law implementation
- Completed updates of several key municipal by-laws, as directed by Council, including the Sign By-law, Release of Balloons, Burning By-law etc.

Economic Development

- Municipal Accommodation Tax by-law and implementation program well underway and on track for approval and subsequent implementation in 2023
- Pop-up retail space at the Muskoka Wharf is on track for delivery and occupancy by the end of Summer 2022 and signage and infrastructure improvements are currently underway, and have been made possible through external funding sources
- RFP (Requests for Proposals) has been released for the completion of a Rural Transportation Needs Assessment – proposals due by end of July 2022 (externally funded)
- Ongoing support of cross-divisional programs and projects coordinated with other municipal partners like the Short-term Rental Licensing, Muskoka Economic Recovery Task Force, Regional Broadband Strategy, Muskoka Employment Partnership

Infrastructure Services

General

- Processed 300+ “issue track”/ work orders to date for a wide range of issues ranging from potholes, park vandalism, drainage, winter operations, culverts, trees, municipal docks, and trails
- Developed a partnership with OPP re: Annual Marine Unit Training Program and CCTV (Closed Circuit Television) installation at various municipal facilities/locations

- Developed a partnership with the University of Toronto (year-over-year) re: an Urban Tree Management Plan for the Town of Gravenhurst
- Updated the Cemetery By-law and Cemetery Fees
- Developed a new lease (land/commercial) standardized template. Issued 7 leases to date for the Farmers' Market, Blue Willow Tea Shop patio, Roksy's Café patio, Gravenhurst Taxi Ltd, among others
- Updated components of Town's website related to cemeteries; bench and tree dedication program and the; roadside brushing program
- Developed an Earth Day and Environment Week Program in partnership with the Communications division in Legislative Services
- Prepared, let, and awarded 17 tenders for significant planned roadwork as well as several operations-related projects and programs
- Developed sidewalk plow routes utilizing GIS (Geographic Information System)) and sidewalk asset management mapping (with associated data) in partnership with District of Muskoka
- Developed a department-wide training program for staff which includes mandatory (or refresher) training for Parks/Public Works operators and recommended training for other department staff
- Piloted/modified winter operations (abrasives; routes etc.) to improve service efficiency and improve safety
- Developed storm pond management mapping and inspection program
- Implemented process efficiencies on Parks-related garbage collection routes and the "dailies" program for washroom cleaning, litter pick up
- Installed consistent signage at Wharf Marina (Boater's Code; Dock # etc.)
- Developed a comprehensive training program specific to on-boarding new staff; acquiring new equipment and cyclical training for specified equipment
- Winter Operations (January to April) included:
 - Parks - Sidewalk plowing/sanding 38 km each event. To date there have been 50-55 deployments for partial or full sidewalk plows/sanding
 - Roads - Road Plowing / Sanding / Salting operations for approximately 29 Full Plow Events (Jan to April 2022). Each winter event covers 321 lane km / 630.4 pass km
 - Refurbishing of 35-40 benches in the Business Improvement Area (BIA)

Parks

- Spring Preparedness:
 - Commissioning / Decommissioning Water Lines and Septic Tanks at 16 locations
 - Installation/removal of bike racks and Muskoka chairs (12 each)

- Cleaning debris/leaves from 13 locations of Town parks/cemeteries
- Daily activities include:
 - Garbage collection from 153 Containers + needs for Special Events
 - Washroom Cleaning 8 locations
 - Watering approximately 170 vessels/gardens. Includes hanging baskets and planters
- Maintenance of 10 recreational trails totaling approximately 39 km in length
- Turf care for 13 cemeteries
- Support for approximately 38 events annually
- Beautification at the Muskoka Wharf including limbing trees, pruning bushes and signage along wharf/docks
- Brushing at Lookout Park and Town office
- Graffiti removal from benches, picnic tables, washrooms, signs and buildings
- Garden maintenance for 41 gardens at 20 Town locations
- Turf maintenance for 32 locations of parks and other municipal properties

Roads

- Winter maintenance for 26 municipal parking lots
- Conducted 500 utility locates (to date)
- Roadside brushing of an estimated 25km per year
- Culvert replacement of an estimated 21 locations per year
- Ditching of an estimated 8,700 meters per year
- Sign work/Daylighting (Installation/Maintenance/Brushing)
- Installation of 6 solar radar speed signs
- Pothole and hand patching using 290 tonnes of materials. Grader patching with an additional 580 tonnes of material in the January to July timeline.
- Beaver dam removal on municipal road allowances where they have the potential to pose a risk to municipal infrastructure
- Gravel placement of 6,000+ tonnes of crusher run granite on 6,700 meters of roadway.

Gravenhurst Public Library

- Joined other public libraries across the country by going 'fines free' at the end of 2021
- Launched new program for preschoolers, 1000 Books Before Kindergarten on Family Literacy Day, January 27
- Re-opened to the public with regular pre-pandemic hours of operation on February 7, 2022
- Received a grant from the Gravenhurst Women's Centre to provide free access to ten Wi-Fi hotspots for a period of at least two years

- Continued to add to our “Library of Things” with the addition of board games, puzzles, adventure packs and Wonderbooks
- Reestablished one-on-one device training and Tech Time workshops on topics including Hoopla, Libby, Excel, Facebook Marketplace, Podcasts and Canva
- Successfully hosted virtual March Break activities, local history talks with the Gravenhurst Archives, author presentations as well as a special event with Holocaust survivor and Order of Canada recipient, Eva Olsen
- With assistance of community volunteers and the District of Muskoka, free Income Tax clinics were provided by telephone in March and April with 415 people booking appointments through the library
- Transitioned programming to in-person outdoor activities in April and May at Gull Lake Park with programs for preschoolers and families including, Puppets in the Park, Storytime and a Tree Trekking self-guided tour of the Leo Heritage Trail
- Initiated new in-person programming at the Library in May and June with a monthly Tween Book Club, Mommy and Me Cricut Crafting, After School Art Attack, and Dad Lab series
- Resumed in-person exam proctoring services
- Returned to having monthly Books and Brews Book Club meetings with the help of partner Sawdust City Brewing Inc.
- Moved back to in-person author events with talks by local authors J. Patrick Boyer and Wendy Truscott
- Successfully kicked off the summer with Tim Holland, Stunt Ventriloquist, outdoors at the Lions Pavilion with over 140 kids and adults in attendance
- Launched an action-packed slate of summer activities for kids of all ages with Take and Makes for those who want to do self-guided activities at home, outdoor programs like Backyard Buddies and Nature Explorers, indoor programs including Ready to Read, Pathway to Kindergarten, Art with Ali, Lego Club, the TD Summer Reading Club, Mini Makers, Little Movers, and the STEAM focused Discovery Series
- Started providing a library activity tent at the Farmers’ Market in June and pre-show activities and crafts at Cinema Under the Stars in July, both commitments to continue throughout the summer
- Working with partner, Gravenhurst Against Poverty, to launch a new monthly Teen Take Over event starting in July
- Providing a new Learn 3D Design with Tinkercad series for kids and adults in August.
- Became an Ontario Federation of Anglers and Hunters Tackle Share lending site and expanded our “Library of Things” with four fishing rods and tackle boxes
- Re-established partnerships with various community organizations including the Best Start Network, Great Beginnings, Gravenhurst Against Poverty, the Chamber of

Commerce, Discovery Centre, the Town's Youth Council, Gravenhurst Probus Club, Gravenhurst Farmers' Market, St. James Anglican Church, and local schools GPS, Beechgrove, K.P. Manson, and GHS

Capital Program

Town Roads capital projects that have been tendered to date have generally been in line with budget forecasts. However, the Asphalt Cement Price Index (ACPI) has increased significantly and will impact on day-to-day operational asphalt needs. Additionally, there is a shortage of concrete powder in the industry, and a shortage of standard cold patch material locally. Outside of the roads program, we continue to see prices significantly higher than budget and several "no bids." This requires that the Director of Infrastructure Services continually adjusts the scope of work, looks to alternatives, and re-tenders to address needs within the Council-approved budget envelope. Some examples are:

- RFP 2022-INF-006 Council Chambers Live Streaming: Budget \$100,000, Bid amount \$135,000. Modifying scope. Will re-tender.
- RFT (Request for Tender) 2022-INF-010 Bridge Rehabilitations: Budget \$80,000, Bid amount \$340,000. Will re-tender in the fall.
- RFT 2022-INF-012 Muskoka Wharf Dock/Boat Launch Repairs: No bids received. Will re-tender in the fall.
- RFT 2022-INF-014 Barrier Netting Muskoka Bay Park: Budget \$60,000, Bid amount \$100,000. Modifying scope. Will re-tender.
- RFP 2022-INF-021 Shade Structure – Skateboard Park and Splash Pad: No bids received. Will re-tender.

Mid-way through 2022 there are 112 capital projects underway or due to start shortly (2021 comparison – 69). To date, 26 capital projects have been completed, and capital spend to date is one and a half times what it was at this time in 2021 reflecting an improved rate of capital investment in our community. With most capital projects the invoicing tends to lag the work being done but it is anticipated that at year-end the additions to the Town asset base will exceed the amortization of Town assets.

In terms of impact on the community, following all the recent repairs and enhancements the Opera House held its grand reopening to a great reception. The Aerial Fire truck was officially pushed in in front of a large audience and a strong welcome. Tenders have been awarded for the purchase of new Fleet vehicles, roads rehabilitation, and parks, docks and launches betterments.

In summary, at this stage, the Town Capital Program is progressing well and is anticipated to be within the overall budget allocated by Council despite the challenges identified above. Any exceptions or needs outside of this allocation will be brought forward to Council in a detailed Report as has been the practice in the past.

CONSULTATION

The following were consulted:

- Senior Leadership Team
- Chief Executive Officer, Gravenhurst Public Library
- Manager of Operations
- Manager of Facilities
- Treasurer
- Manager of Accounting & Information Technology

CORPORATE FINANCIAL IMPACT

It is anticipated that Town Operations will end the year with a 2-4% operating surplus.

CLIMATE CHANGE IMPLICATIONS

This Report does not contribute to meeting the intentions of the Climate Change Declaration.

COMMUNICATIONS

This Report will be posted on the Town website.

FUTURE CONSULTATIONS - NIL

CONCLUSIONS

Administration concludes that the 2022 Mid-Year Update Report demonstrates financial accountability, and the Town is expected to end the year with a 2-4% operating surplus.

RELATION TO STRATEGIC PLAN

This Report advances and supports the following elements of the Town of Gravenhurst Strategic Plan by:

Goal 5: Provide Better Municipal Service

Report to: Committee of the Whole

Report Title: 2022 Mid-Year Update

Date: August 9, 2022

5B: Exceptional municipal management and operational excellence

Regular reporting on financial performance ensures on-going, proactive oversight and management of day-to-day municipal operations.

RELATION TO OTHER MUNICIPAL REPORTS, PLANS OR APPLICABLE LEGISLATION

This Report related to other municipal reports, plans or applicable legislation including:

1. 2022 Operating Budget

ATTACHMENTS – nil

RESPECTFULLY SUBMITTED BY:

Author: Val Sequeira, Director of Corporate Services and Chief Financial Officer

Approved by: Scott Lucas, Chief Administrative Officer