



CALEDON COMMUNITY WORK PLAN Final Report | September 2006



The Caledon Community Work Plan (CCWP) is a collaborative plan that reflects the ideas of community stakeholders, Council and municipal staff. Key issues were targeted and transformed into workable action items to be accomplished during the three-year term of Council. As such, each actionable item was assigned a Council champion, departmental responsibility was designated, and project resource requirements were determined.

Over the 2003-2006 term of Council, the CCWP has played a significant role in determining the policies and procedures for the municipality. The initiatives outlined also assist the Town of Caledon with the preparation and planning of annual operating and capital budgets. This Final Report details the results and impacts of the Caledon Community Work Plan.

ENVIRONMENT			
Item	Description	Leadership Team	Results
1	Expand Environmental Commitment	Nick deBoer Richard Paterak Nancy Stewart Planning & Development Director Public Works & Engineering Director Recreation & Property Services Director	<ul style="list-style-type: none"> ▪ Council endorsed the Town's "Environmental Progress Action Plan" in June 2005 ▪ The Town has been a member of the Federation of Canadian Municipalities Partners for Climate Protection (PCP) since 2003 ▪ The Town became a member of the Canadian Green Building Council in 2005 ▪ A Community Green Fund was established in 2005; the framework endorsed by Council in 2006 ▪ The Town has worked with the Region and other stakeholders to facilitate the formation of Smart Commute Brampton-Caledon ▪ A new inter-departmental Town Environment Committee was established in December 2005 ▪ Idle free zones were established at all Town facilities in June 2006 to remind residents that idling is harmful to environment and health ▪ A green cart organic program was introduced to the Town Hall Café ▪ Two air quality initiatives assisted the Town in monitoring Caledon's air quality in June 2006 ▪ A corporate Smog Strategy was developed in 2005 and will be implemented in 2006 ▪ The Town partnered with the Caledon Chamber of Commerce and Husky Injection Molding to develop an "environmental award" for local businesses ▪ Caledon became the first municipality in Ontario to purchase green power through Bullfrog Power - Ontario's first licensed 100% green electricity retailer ▪ Council adopted Public Works & Engineering Report 2005-18 "Fleet Alternatives" ▪ In 2005, a 5% biodiesel-blended fuels for turf maintenance equipment led to a reduction of 25.3 tonnes of green house gas ▪ In 2006, biodiesel fuel blend increased to 20% and will result in a reduction of 100 tonnes of green house gas ▪ Public Works & Engineering staff have incorporated anti-idling procedures to reduce idle time



Item	Description	Leadership Team	Results
2	Increase Commitment to Energy Efficiency	Nick deBoer Richard Paterak Planning & Development Director Public Works & Engineering Director Recreation & Property Services Director	<ul style="list-style-type: none"> ▪ “It Makes Cents – a Campaign for Energy Awareness” was launched in August 2005 to promote office energy conservation ▪ The Environment Committee has been challenged to implement a similar campaign in Summer 2006 to help offset the green power premium associated with the purchase of Bullfrog Power ▪ The Environmental Progress Officer and the Director of Recreation & Property Services are exploring suitable energy management software for the Town facility portfolio ▪ Recreation & Property Services are following LEED principles to increase energy efficiency for the new arena in Caledon East ▪ Public Works & Engineering introduced a program to replace older, inefficient street lighting with energy efficient street lighting ▪ Public Works & Engineering report 2005-18 introduced a new vehicle replacement program which involves using smaller, more fuel efficient vehicles for staff transportation, and larger vehicles with increased payload to reduce deadhead travel time ▪ Operation Centre 1 & 2 installed more insulation in ceilings and walls, and new energy efficient windows and garage doors
3	Energy Efficient Operation of Facilities, Roads, Lands	Nick deBoer David Lyons Recreation & Property Services Director Public Works & Engineering Director Planning & Development Director	<ul style="list-style-type: none"> ▪ The Town participated in the “2005 GTA Anti-Idling Blitz”. This reinforced the Town’s internal anti-idling policy and reminded residents about the health, economic and environmental impacts of idling ▪ Arena in Caledon East to be constructed with additional energy efficient measures (i.e. extra insulation following LEED construction standards)
4	Alternative Sustainable Energy Sources for Lands, Facilities and Fleet	Nick deBoer David Lyons Planning & Development Director Public Works & Engineering Director Recreation & Property Services Director Fire Chief	<ul style="list-style-type: none"> ▪ Wind Solutions Business Case Committee was established after a Council resolution passed in December 2005 ▪ A solar pre-feasibility study was completed for the Caledon Centre for Recreation & Wellness ▪ Caledon became the first municipality in Ontario to purchase green power through Bullfrog Power - Ontario’s first licensed 100% green electricity retailer ▪ Biodiesel fuel used in Public Works vehicles and equipment



Item	Description	Leadership Team	Results
5	Promote Tree Planting and Stewardship	Richard Paterak Nancy Stewart Planning & Development Director Public Works & Engineering Director Building & By-Law Director	<ul style="list-style-type: none"> ▪ Council adopted Public Works & Engineering Report 2005-05 (Tree Management Program); \$50,000 approved in budget for tree replacement ▪ Public education program prepared as part of new home-owner kits for residents with “Do’s & Don’ts” for maintenance of boulevard trees ▪ Since 2002, 62,000 trees have been distributed to Caledon residents through the Tree Seedling Program – enough trees to completely cover 62 acres of land ▪ Since 2003, staff held 5 “Woodland Management Workshops” for the community in conjunction with Halton-Peel Woodlands Wildlife Stewardship Council
6	Improve Enforcement of Environmental Standards	Garry Moore Building & By-Law Director Legal Services Director Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ Planning Department’s Growth Management Strategies to include “Adaptive Management” polices to monitor the impact of development on the natural environment ▪ Public Works & Engineering have revised development standards, policies and guidelines manual to reflect most up-to-date standards for stormwater management ground water infiltration and silt control
TOWN SERVICE IMPROVEMENTS			
7	Improve Site Plan and Building Permit Process	Allan Thompson James Wallace CAO Planning & Development Director Building & By-Law Enforcement Director	<ul style="list-style-type: none"> ▪ CAO created Efficient Development Implementation Team (EDIT) to review and improve Building Permit and Site Plan Agreement process ▪ EDITs cross-functional team from Planning, Building, Legal and Public Works audited current practices and made 47 recommendations for improvement ▪ Caledon received the 2005 E.A. Danby Award for its efforts in developing the EDIT project ▪ Post project results have led to improved customer service, with a significant reduction in processing time for building permits and site plan agreements
8	Improve Customer Service	Richard Paterak James Wallace CAO Corporate Services Director Human Resources Director Town Solicitor	<ul style="list-style-type: none"> ▪ CAO Advisory Council participated in the development of a Service Excellence program to create a customer-focused environment at the Town of Caledon ▪ All staff attended a two-day training course in 2005 about customer service, core values effective communication and conflict resolution ▪ Additional resources deployed to answer phone calls during peak periods ▪ New investment in phone system reduced busy signals and facilitated in improved phone service to customers ▪ Instituted telephone monitoring program to quantify call volume, response times and length of calls



Item	Description	Leadership Team	Results
9	Streamline Annual Budget Process	CAO Treasurer	<ul style="list-style-type: none"> ▪ New process instituted in 2003 ▪ Budget cycle now begins in August rather than October ▪ Early budget approval (November 2004, December 2005, December 2006) ensures greater ability to secure contracts in a timely manner ▪ Greater use of information technology in presentation to Council ▪ Budget rollout now has a strong communication element
10	Complete an Inventory of Land Holdings, Identifying Surplus Lands Suitable for Disposition	Richard Paterak Nancy Stewart Public Works & Engineering Director Recreation & Property Services Director	<ul style="list-style-type: none"> ▪ List of land holdings completed ▪ Two properties declared surplus and conveyed in 2005 – a third property in process ▪ Additional surplus lands will be brought forward by year end (2006)
COMMUNITY, RECREATION & PARKS			
11	Complete Parks & Recreation Master Plan	Richard Paterak Nancy Stewart Recreation & Property Services Director Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ Parks & Recreation Master Plan completed and adopted by Council in 2004 ▪ Provided direction for core service review of parks and recreation ▪ Used as input into the Development Charges review and update ▪ Focused on youth programming, which in turn supported investments in a new permanent skateboard park and partnership with Bolton Rotary for a new gym at Caledon Centre for Recreation & Wellness ▪ Provided direction for implementation of Mayfield West development plan
12	Relocate Caledon East Cenotaph to Town Hall Lands	Nick deBoer Nancy Stewart Heritage Officer Legal Services Director Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ In 2005, Council approved a budget to facilitate for relocation of the Caledon Cenotaph ▪ Cenotaph successfully relocated and a park-like setting was completed in time for the VE/VJ Day celebration in 2005
13	Initiate Development of New Caledon East Town Square	Planning & Development Director Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ The Master Plan for the development of the lands surrounding the Town Hall was completed in 2005 ▪ Demonstrates availability of lands for expansion of soccer, Kerr House, expansion of the Caledon East Community Centre (double ice pad facility and attached indoor recreational services), and stormwater management



Item	Description	Leadership Team	Results
14	Create Community Building in Valleywood	David Lyons Allan Thompson Recreation & Property Services Director Chief Librarian	<ul style="list-style-type: none"> In March 2005, Council approved the award of a design-build contract to construct a new library and community meeting space in Valleywood; project constructed on time and on budget The 5,000 sq ft structure contained approximately 3,800 sq ft of space for the Margaret Dunn Library and approximately 1,200 sq ft was developed as a community meeting space
15	Improved Trails	Nancy Stewart Public Works & Engineering Director	<ul style="list-style-type: none"> In 2003, the "Trails Master Plan" was adopted by Council which establishes the foundation for the evolution of a sustainable, multipurpose trail network across Caledon; outlines environmental factors to be considered in locating trail corridors, setting the scope and potential for a dynamic network This plan is focused on publicly accessible trails – some Town maintained, others developed with Town support, and others fully cared for by community or trail associations The Caledon Trailway bridge over Highway 10 will be completed by Fall 2006 –the bridge will provide safe crossing of all the permissive trail usages including equestrian uses A complete inventory and assessment of the bridges and culverts along the Caledon Trailway was completed in 2005 and have been prioritized within the Towns overall bridge and culvert needs
16	Improve Existing Parks	Nancy Stewart Public Works & Engineering Director	<ul style="list-style-type: none"> Since 2004, Council has given approval to over \$2 million worth of park improvements including parkette construction, sport field construction, community park development, two splash pad facilities, a skateboard park, irrigation systems for sport fields to improve turf quality and others End result is a high service level for the residents - average of 5.6 acres of parkland per 1,000 population
17	Improve Trail Walkways and Access to Humber River in Bolton	Annette Groves Garry Moore Public Works & Engineering Director Town Solicitor	<ul style="list-style-type: none"> Locations for access to the Humber River in Bolton have been initiated on the four corners of the Humber River Bridge on Queen Street On the southwest corner of the Humber River bridge, the budget and design for a parkette has been completed; negotiations for property to construct this parkette are underway On the south-east corner of the Humber River bridge, positive discussions with the Region of Peel for improvements to their well site have taken place Caledon is a funding partner with TRCA and the Region to construct a trail under the Humber River bridge to connect the west side of Queen Street to the Mill Park pathway Plans for the Humber Valley Heritage Trail to be aligned alongside the Humber River from Queen Street west to Sackville Street are underway, in conjunction with the proposed Humber Manor apartment complex and the construction of the expansion of the municipal parking lot



Item	Description	Leadership Team	Results
18	Update Arenas	Garry Moore Allan Thompson Recreation & Property Services Director	<ul style="list-style-type: none"> The "Parks & Recreation Master Plan" outlined an approach and priority for capital investment Arena improvements occurred within the framework of the annual budgets and included: new vestibule, washroom upgrades and new boards at Lloyd Wilson Arena, new ramp, stairs and front doors at Mayfield Recreation Complex, new access path and spectator heaters at Albion Bolton Community Centre
19	Improve Caledon Central Pool (Kennedy Road)	Richard Paterak Jim Wallace Recreation & Property Services Director	<ul style="list-style-type: none"> Pool-side viewing area added and mechanical upgrades completed New furnace installed and building assessment performed to evaluate the required future capital improvements
20	Expand Caledon Central Pool (Kennedy Road)	Richard Paterak Jim Wallace Recreation & Property Services Director	<ul style="list-style-type: none"> A building assessment was performed to evaluate the required capital improvements
21	Provide New Indoor Recreation Facilities	Nick deBoer Annette Groves David Lyons Recreation & Property Services Director	<ul style="list-style-type: none"> Council has approved the first new arena since the inception of Regional government; facility will be added to the Caledon Community Complex and access for the disabled will be provided to that facility as part of the project A contract has been awarded for a design-build ice surface with spectator seating; new facility will alleviate the demand for ice time in the other Town-owned arenas in Caledon Construction will commence in Fall 2006; project is fully funded by the Town without any external assistance Council approved a partnership with the Bolton Rotary Club to construct a design-build addition to the Caledon Centre for Recreation & Wellness, offering activities for organized youth groups, new meeting rooms and a gymnasium
22	Provide New Indoor Soccer Recreation Facilities	Nick deBoer David Lyons Annette Groves Recreation & Property Services Director	<ul style="list-style-type: none"> In 2004, Council authorized a purchase of service arrangement with the Bolton Wanderers for an indoor soccer facility
23	Improve Maintenance of Town Properties and Lands	Nick deBoer Richard Paterak Recreation & Property Services Director Public Works & Engineering Director	<ul style="list-style-type: none"> Detailed work plan for planned and reactive maintenance; improved preventative maintenance was already part of annual budget cycle Better monitoring, timely replacement and regular maintenance of mechanical and electrical system components has lead to increased energy efficiencies in larger facilities Council has approved the purchase of Facility Management software



Item	Description	Leadership Team	Results
24	Increase Program Accessibility	Nick deBoer Annette Groves Garry Moore Recreation & Property Services Director	<ul style="list-style-type: none"> ▪ The Town has expanded its programs offerings through a partnership with Reach for the Rainbow to allow year-round integrated recreation program offerings ▪ Summer camp placements are up to 7 youths with special needs in 2006 ▪ Brampton Caledon Community Living provided program funding assistance for all Reach for the Rainbow families ▪ Expansion of popular preschool program Friends at Play
25	Enhance Direct Programming in Community Halls	Richard Paterak Jim Wallace Recreation & Property Services Director	<ul style="list-style-type: none"> ▪ Developed brochure ▪ Birthday Party program is successful and now offered in Alton, Valleywood, Belfountain, Inglewood, Cheltenham, Caledon Village and Caledon East (CCRW offers a separate birthday package in Bolton)
26	Encourage Cycling on Town Roads	Richard Paterak Allan Thompson Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ Town staff are in the process of working with the Region of Peel to establish a Bicycle Route Master Plan ▪ Town Staff have approved a designed bicycle route for clubs to use; signage will be placed to designate routes once clubs provide an agreement not to host races on these routes ▪ Mayfield West is designed to encourage bicycle use where designated routes will be constructed within the community
27	Develop Entrance Features for Settlement Areas	Nancy Stewart Allan Thompson Jim Wallace Annette Groves Public Works & Engineering Director Economic Development & Communications Manager Planning & Development Director	<ul style="list-style-type: none"> ▪ Community entry feature signage has been installed in Alton, Bolton, Campbell's Cross, Cheltenham, Inglewood, Palgrave, Terra Cotta and Wildfield ▪ Areas to be included in the next three years include Belfountain, Caledon East, Caledon Village and Mono Mills
28	Increase Meeting Room Opportunities in Community Buildings	David Lyons Recreation & Property Services Director	<ul style="list-style-type: none"> ▪ Cheltenham and Valleywood community spaces were completed on time and on budget in 2006, resulting from successful partnerships with the Fire & Emergency Services Department and the Caledon Public Library



ROADS & SIDEWALKS			
Item	Description	Leadership Team	Results
29	Complete the Bolton Arterial Road (BAR)	Marolyn Morrison Nick deBoer Annette Groves Garry Moore Nancy Stewart Legal Services Director Planning & Development Director Public Works & Engineering Director	<ul style="list-style-type: none"> The eastern route (Albion Vaughan Road, Caledon King Town Line South, Nunnville Road and Old King Road) was entirely completed by 2005 The western route that widens to 4 lanes (Coleraine Drive from Mayfield Road to King Street) is currently underway; as properties are being acquired and utilities relocated The anticipated construction schedule for Coleraine Drive is in 2007 The Town secured approximately \$14 million of funding for the project from MTO in 2006
30	Develop an Urban-Rural Traffic Calming Strategy	Allan Thompson Jim Wallace Planning & Development Director Public Works & Engineering Director Fire Chief	<ul style="list-style-type: none"> In 2004, Council adopted Public Works & Engineering's "Urban Traffic Calming Manual" (UTCM), which sets the criteria and process by which the public can apply for traffic calming measures, and how and where it can be implemented The approved process defined in the UTCM has been used several times since its adoption, and traffic calming has been implemented in several locations An annual budget of \$50,000 has been established to address traffic calming
31	Complete Rural Road Improvement Strategy	Nick deBoer Richard Paterak Public Works & Engineering Director	<ul style="list-style-type: none"> Public Works & Engineering Report 2006-15 "Federal Gas Tax & Road Needs", had an attachment that prioritized urban and rural road needs Rural needs include rehabilitation of existing hard surfaced rural roads, the reconstruction of rural roads, the hard surfacing of gravel roads and the gravel resurfacing of roads that will not likely be hard surfaced in the near future
32	Improve Existing Road Surface, Ditching and Drainage	David Lyons Allan Thompson Public Works & Engineering Director	<ul style="list-style-type: none"> From 2004 to 2006 there have been over \$11,670,000 of capital road improvements that included road surface rehabilitation, hard surfacing of gravel roads, reconstruction of roadways, ditching and drainage improvements, plus \$400,000 of ditching and drainage improvements through the Operating Budget



Item	Description	Leadership Team	Results
33	Improve Road Maintenance	Nick deBoer Allan Thompson Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ Public Works & Engineering Supervisors develop quarterly, monthly and weekly work plans ▪ Quarterly planning is high-level planning for information to assist staff to answer inquiries regarding when certain activities are to commence and for how long; information is also available on the website ▪ Monthly work plans are based on knowledge of upcoming planned work; time is allotted for unplanned work (i.e. reactionary work) ▪ Monthly planning develops strategies on best deployment of manpower and equipment, and provides information used to determine budget status ▪ Weekly planning is done at the end of the week, and includes detailed information such as which equipment and manpower is to be deployed to where, what task is to be performed, what materials are needed, and any special needs ▪ Weekly planning includes regular planned maintenance, and reactionary work due to either deficiencies identified by either Road Patrol records or requests made by the public or Council
34	Improve Street Lighting	Annette Groves Richard Paterak Allan Thompson Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ Creation of an updated inventory of location, type, wattage and condition of the over 4,000 street lights in the Town ▪ In 2005, a program to replace any older, inefficient lighting was established and will carry through to 2006 ▪ All florescent and mercury vapour lights (or lights that are not working well) are being replaced with high-efficiency high-pressure sodium lamps
35	Implement Road Maintenance Inquiry Tracking System	Nick deBoer Allan Thompson Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ A inquiry tracking system was implemented in 1999 with the Asset Management System (Cartegraph), and is integrated with work requests and work orders ▪ Cartegraph allows staff to enter data and search for inquiries by the name the person who made the request, the type of request being made, the location of the issue, the date requested, etc. ; then converted into a work order used to plan work ▪ Hardware and technological challenges to overcome to realize the full potential of Cartegraph, (i.e. lack of high-speed connections to Works Yards, field location, etc.) ▪ Interim web-based software has been introduced, but does not permit access directly to the servers at Town Hall which is needed to fully implement the work order process ▪ High-speed internet will be available to Works Yard #2 this year; if funding permits it will be available to the other works facilities in the near future



Item	Description	Leadership Team	Results
36	Sidewalk Improvement Program	Annette Groves Garry Moore Richard Paterak Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ In 2004, a complete inventory and condition assessment was done of the 100 km of sidewalk in Caledon's inventory ▪ The assessment identifies priorities based on criteria set by Canadian case law as to the safety standards a municipality must maintain ▪ Priority work was estimated and a budget of \$150,000 was established in 2005 to address all the high priority deficiencies ▪ A Pedestrian Master Plan has been completed, identifying the need for sidewalk connections to link communities to destination points or trail systems ▪ All information was fed into the "Development Charges Background Study"; DCs are now being collected for this infrastructure
SETTLEMENT AREAS			
37	Initiate Beautification Program	Annette Groves Garry Moore Jim Wallace Economic Development & Communications Managery Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ Town-supported beautification programs in Bolton, Valleywood and Alton since 2004 ▪ Where villages have shown interest in contributing to beautification of their community, the Town has supplied the necessary materials ▪ Supported roadside planting bed projects in Bolton, and the Four Corners Beautification Project where the Humber River meets Highway 50 ▪ Supplied annual flowers and mulch for spring planting Valleywood Resident Association ▪ Supplied annual flowers to Alton in the community's efforts to beautify Main Street ▪ The Town will work with Wildfield in 2006 to beautify the streetscape
38	Expand Town Role in Rural Service Centre Revitalizations	Jim Wallace Economic Development & Communications Manager	<ul style="list-style-type: none"> ▪ Regular formal (corporate visits, Town Hall meetings) and informal communications in the interest of promoting development activity that encourages preservation of natural and built heritage, as well as beautifying and increasing commercial viability of historic settlements ▪ In March 2006, Council enacted By-Law 2006-40 to exempt minor expansions of certain classes of existing development from site plan control – exemptions applicable up to a max. of 10% of gross floor area or 25 sq.m. ▪ As an incentive for development and redevelopment, Council enacted Development Charge By-Law 2004-118 in August 2004 which included an exemption for all residential and non-residential development of the Town's portion of development charges in the Caledon East Commercial Core Area and the Bolton BIA.



RECRUITMENT OF BUSINESS & INDUSTRY			
Item	Description	Leadership Team	Results
39	Develop New Community Profile	Jim Wallace Economic Development & Communications Manager	<ul style="list-style-type: none"> Community Profile published in Summer 2005 as Caledon's first communication vehicle aimed at the business and investment community – it is the foundation of the Economic Development & Communications strategy and showcases the department's new branding Community Profile (with photos, graphs and text) provides high level details to showcase the Town and provides key economic, social and demographic statistics; a timely/accurate profile is vital to economic development Subjects addressed within the Community Profile: Population, Education, Housing, Health Care, Labour Force Statistics, Business and Economic Activity, Transportation, Tourism, and Quality of Life; the companion Investment Profile provides similar information on a micro scale Community Profile will be used in all investment attraction activities; showcased at trade shows and events, with opportunities for cross-promotion with other community agencies/partners Community Profile won honourable mention at the 2005 EDCO Marketing Excellence awards
40	Develop Economic Development Business Plan	David Lyons Allan Thompson Jim Wallace Economic Development & Communications Manager	<ul style="list-style-type: none"> Development of an "Economic Development Strategy" or business plan has commenced, and is at 50% completion; will incorporate the "Corporate Communications Strategy" which has been completed in draft format Results of sector profile research are an integral component to ensure comprehensiveness of final plan/strategy (see also Item 41)
41	Develop Economic Niche Markets	Jim Wallace Economic Development & Communications Manager	<ul style="list-style-type: none"> Council for the Town of Caledon approved \$25,000 in the 2006 Economic Development & Communications budget for the research and update of the Caledon Business Directory, and the research and development of sector profiles to support investment attraction programs that target strategic sectors In May 2006, Economic Development & Communications was approved to receive \$37,500 through the federal government's Community Investment Support Program (CISP) CISP helps communities develop business cases, plan and execute promotional initiatives, build capacity, and gain experience in investment attraction CISP funding will go towards the production of an economic base analysis; focus on trends related to Caledon's competitive advantages, particularly with regard to business development and growth Analysis will also provide an enhanced understanding of Caledon's economic character through community stakeholder consultations, and establish a basis for sectoral/industrial marketing strategies aimed at attracting, retaining, and expanding Foreign Direct Investment



Item	Description	Leadership Team	Results
42	Promote Expansion of High Speed Internet Infrastructure	Corporate Services Director Economic Development & Communications Manager	<ul style="list-style-type: none"> ▪ Economic Development & Communications maintains regular contact with utilities and service providers to stay informed of infrastructure development and technological advancements, and advise of resident and industry concerns/requirements ▪ Economic Development & Communications facilitates interaction and dialogue between industry and providers to meet the growing needs of expanding businesses and new investors to Caledon
43	Update Town's Website	Nick deBoer Nancy Stewart Corporate Services Director Economic Development & Communications Manager	<ul style="list-style-type: none"> ▪ The Town's updated website is a powerful communication vehicle - it fosters awareness, promotes development, encourages tourism, and enhances reliability and credibility for the Town ▪ The fresh look and approach helps Town staff to communicate effectively with residents, business owners/investors and visitors ▪ Updated throughout 2004, the site went live in July 2005 as www.caledon.ca; all pages feature options for emailing and printing ▪ Between January 1, 2006 and May 31, 2006, our website had 36,187 new visitors (this represents the number of visitors who have used one browser application to visit our site for the first time ever); from June through July 2006, we had 14,000 more new visitors ▪ Organized into four main sections: Resident Services, Business Centre, Discover Caledon, and Town Hall to promote Town activities, economic development, services, people, and policies ▪ Of the four main sections, Business Centre section receives the most overall traffic ▪ The site's most frequently viewed pages remain consistent each month - the top 3 include maps, business directory, and departments ▪ Town publications such as the Official Plan, Environmental Progress Action Plan, Media Releases, Progress Report and Community Profile are easily accessible ▪ A new "spotlight" section highlights Town initiatives, and a "news flash" pop up allows for the communication of urgent/important information ▪ Users are offered a number of navigation methods, including drop down menus, an A-Z index, and a keyword search ▪ An enhanced local business directory, a calendar of events and quick links sections improve the website experience, allowing for easier access to information about services



COMMUNITY INTERESTS			
Item	Description	Leadership Team	Results
44	Expand Road Safety Initiatives	Marolyn Morrison Garry Moore Jim Wallace Economic Development & Communications Manager Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ Since 2003, over \$300,000 has been spent on upgrading, replacing or adding roadside signage, including ROAD WATCH signs ▪ Special pavement markings (SLOW / ROAD WATCH symbol) have been placed at strategic locations ▪ A ROAD WATCH link is on the Town website, with logo on all Public Works vehicles ▪ In 2004, Council adopted Public Works & Engineering's Urban Traffic Calming Manual (UTCM), which sets the criteria and process by which the public can apply for traffic calming measures, and how and where it can be implemented ▪ Improved centre line pavement markings ▪ A complete assessment of roadside safety devices has been completed, including an inventory and condition of current devices (guiderail, etc.), and assessment of where they are required and currently not provided
45	Expand Town Accessibility Initiatives	Nick deBoer Richard Paterak Allan Thompson Legal Services Director Recreation & Property Services Director Public Works & Engineering Director	<ul style="list-style-type: none"> ▪ Annual improvements were part of the annual budget cycle ▪ Initiatives included a new elevator at the Caledon Community Complex scheduled for 2006-2007, new grade level community rooms in Cheltenham and Valleywood, new entry to the Lloyd Wilson Arena in Inglewood, improved washrooms at Victoria Parks Community Centre, improved entry access to Mayfield Complex ▪ New disabled parking by-law improves the location, visibility and size of spots for vehicle parking ▪ "Project Lifesaver Pilot Project" launched in Spring 2006 conjunction with Region of Peel, Brampton-Caledon Community Living and Caledon OPP – Project Lifesaver is a non-profit public safety organization that uses radio technology to locate vulnerable children and adults who have a history of wandering ▪ Initiatives undertaken in conjunction with the Joint Peel-Caledon Accessibility Advisory Committee, and the Town's Staff Accessibility Working Group
46	Consistent Highway Sign Transitions on Hwy #50 (Mayfield – Hwy #9)	Nick deBoer Nancy Stewart Public Works & Engineering Director Fire Chief Town Solicitor	<ul style="list-style-type: none"> ▪ All signs along Highway 50 are now consistent



Item	Description	Leadership Team	Results
47	Undertake Caledon Firefighting History	David Lyons Richard Paterak Nancy Stewart Planning & Development Director Fire Chief	<ul style="list-style-type: none"> Answering the Call was published in 2005 by the Town, chronicling the history of firefighting in Caledon
48	Alton Village Study	Richard Paterak Jim Wallace Planning & Development Director Fire Chief	<ul style="list-style-type: none"> The "Alton Village Study" has been placed on hold by Council, while the community of Alton undertakes a Vision Plan for the community, which will then be presented to Council
49	Cheltenham Village Study	David Lyons Allan Thompson Planning & Development Director Fire Chief	<ul style="list-style-type: none"> The "Cheltenham Village Study" is in final stage of development, and ready for consideration by Council in Fall 2006
50	Bolton Community Plan	Nick deBoer Annette Groves Garry Moore Planning & Development Director Fire Chief	<ul style="list-style-type: none"> The Bolton Community Plan is now referred to as the "South Albion Bolton Community Plan" The final Population & Employment Forecast report (a sub-component of the community plan) was endorsed by Council in Summer 2006 after public/stakeholder consultation
51	Mayfield West Secondary Plan	David Lyons Allan Thompson Planning & Development Director Fire Chief	<ul style="list-style-type: none"> In 2005, the Town embarked on an ambitious exercise to propose an amendment to the Region of Peel Official Plan to define the urban boundaries of the community This project was approved by the Region (ROPA 17) In July 2006, Council adopted OPA 208 which established the land use designation and policies for the community; a key component to the Town's "Tri-Nodal Growth Strategy"
52	Expand Number of Youth Programs	Marolyn Morrison Nick deBoer Richard Paterak Directory Recreation Chief Librarian	<ul style="list-style-type: none"> The Town partnered with the Ontario Physical Education Association to implement "Go Girls" in Caledon – a free program for girls at risk aged 8 to 12 The Town has also partnered with a local skateboard group to provide a permanent facility adjacent to the CCRW, as well as support for mobile skateboard facilities throughout Caledon



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53	Complete Cultural/Heritage Landscape Inventory	Garry Moore Nancy Stewart Planning & Development Director	<ul style="list-style-type: none"> Consultants have been retained and are undertaking the inventory winter, spring and summer of 2006
54	Complete Kerr Heritage House Relocation Plan	Nick deBoer Jim Wallace Planning & Development Director Public Works & Engineering Director	<ul style="list-style-type: none"> Report to Council in June 2006 recommended the Kerr House to be relocated to lands owned by the Town in Caledon East (Town Hall, OPP, community complex and soccer fields) To be located on the eastern edge of the land holdings off Innis Lake Road
GOVERNANCE			
55	Improve Communication with Community	Marolyn Morrison Nancy Stewart Jim Wallace CAO Economic Development & Communications Manager Town Clerk	<ul style="list-style-type: none"> The Town produced its first "Progress Report" in Fall 2005, with intention to produce annually; consolidated a number of mandated reports into one user-friendly document The publication connected the dots about initiatives by consolidating information about the Audited Financial Statements, the Municipal Performance Measurement Program, and the CCWP The Town's website was completely redone with an easy to navigate site containing information about the community (see Item 43) The Corporate Communication function was formally recognized in a department re-organization in mid-2004, and the resources necessary to support the function were put in place
56	Organize Town-Sponsored Community Events	Marolyn Morrison Jim Wallace Recreation & Property Services Director	<ul style="list-style-type: none"> Established and executed four annual community events since 2004: WinterFest, SummerFest, FallFest and Volunteer & Citizen Achievement Awards are organized by Recreation & Property Services
57	Identify "Who Does What" at Town Hall	Corporate Services Director Economic Development & Communications Manager	<ul style="list-style-type: none"> Staff list prepared and posted on the Town's intranet Updated on a regular basis by Customer Service staff
58	Improve Relations with Neighbouring Municipalities, Countryside, GTA, Region and Province	Marolyn Morrison Nick deBoer Allan Thompson Jim Wallace CAO Town Clerk	<ul style="list-style-type: none"> The Mayor organized those GTA municipalities with population less than 100,000 to create the "GTA Countryside Mayor's Alliance" Caledon participates in the GTA Mayor's group and financially participates in the cooperative marketing of the GTA (GTA Marketing Alliance) Regular meetings at the staff level now occur with Peel, Brampton, and Dufferin municipalities Staff actively participate in Provincial, AMO and professional association policy development committees



Item	Description	Leadership Team	Results
59	Lobby for Increased Affordable Housing in Caledon	Marolyn Morrison Annette Groves Richard Paterak Planning & Development Director	<ul style="list-style-type: none"> The "Mayfield West Secondary Plan" proposed three sites for affordable housing: a site for a seniors' development, a site for Peel Living, and a site for a community service agency (e.g. Habitat for Humanity) The Region of Peel's seniors' building on Walkers Road in Caledon East will expand in Fall 2006 or Spring 2007
60	Comprehensive Zoning By-Law Review and Update	Garry Moore Jim Wallace Planning & Development Director	<ul style="list-style-type: none"> Council adopted the new Comprehensive Zoning By-Law 2006-50 in April 2006
61	Growth Evaluation Study	Nancy Stewart Allan Thompson Planning & Development Director	<ul style="list-style-type: none"> Growth evaluations have provided input into the Population & Employment Forecast, the "Mayfield West Community Plan" and the associated "Memorandum of Understanding"
62	Complete Development Charges (DC) Update	Nancy Stewart Jim Wallace Corporate Services Director Town Solicitor	<ul style="list-style-type: none"> Update completed New DC By-Laws adopted by Council in August 2004
63	Caledon Transportation Needs Study	Annette Groves Garry Moore Allan Thompson Jim Wallace Planning & Development Director	<ul style="list-style-type: none"> Completed in September 2004

