



Council Budget Committee Meeting
Elgin County Administration Building, Council Chambers
December 9, 2021 at 1:00 p.m.

Agenda

- 1st Meeting Called to Order
- 2nd Approval of the Agenda
- 3rd Approval of the Minutes – November 16, 2021
- 4th Disclosure of Pecuniary Interest
- 5th Delegations – none
- 6th Briefings and Reports
 1. Introduction – Financial Services
 2. Information Technology Services
 3. Engineering, Planning & Enterprise
- 7th Other Business
- 8th Correspondence
 1. Councillor Jones, Chair, Environmental Advisory Committee, with a letter requesting that the Budget Committee consider allocating \$10,000 for the installation of a pollinator garden and native pollinator plants at County-owned facilities.
- 9th Date of Next Meeting
- 10th Adjournment



Council Budget Committee
Meeting Minutes

Elgin County Administration Building
Council Chambers/Webex
November 16, 2021 at 9:00 A.M.

ATTENDEES: Warden Tom Marks, Chair (Council Chambers)
Councillor Mary French (electronic)
Councillor Ed Ketchabaw (Council Chambers)
Councillor Dominique Giguère (Council Chambers)
Julie Gonyou, Chief Administrative Officer (Council Chambers)
Brian Lima, General Manager of Engineering, Planning, &
Enterprise/Deputy CAO (Council Chambers)
Jim Bundschuh, Director of Financial Services (Council Chambers)
Michele Harris, Director of Homes and Seniors Services (Council
Chambers)
Jeff VanRybroeck, Fire Training Officer/CEMC (Council Chambers)
Katherine Thompson, Manager of Administrative Services/Deputy
Clerk (Council Chambers)
Brian Masschaele, Director of Community and Cultural Services
(Council Chambers)
Amy Thomson, Director of Human Resources (Council Chambers)
Jeff Brock, Director of Information Technology Services (Council
Chambers)
Jennifer Ford, Manager of Administrative Services/Deputy
Treasurer (Council Chambers)
Lisa Czupryna, Senior Financial Analyst (electronic)
Mathew Waite, Financial Analyst (electronic)
Jenna Fentie, Legislative Services Coordinator (Council Chambers)

1. CALL TO ORDER

The Council Budget Committee met this 16th day of November, 2021 at 9:00 a.m. in a hybrid format with Committee Members and staff participating as indicated above.

2. APPROVAL OF THE AGENDA

Moved by: Councillor French
Seconded by: Councillor Giguère

RESOLVED THAT the agenda be approved as presented.

- Motion Carried.

3. APPROVAL OF THE MINUTES

Moved by: Councillor Ketchabaw

Seconded by: Councillor French

RESOLVED THAT the minutes of the meeting held on November 8, 2021 be approved.

- Motion Carried.

4. DISCLOSURE OF PECUNIARY INTEREST

None.

5. DELEGATIONS

None.

6. BRIEFINGS AND REPORTS

6.1 Overview – Manager of Financial Services/Deputy Treasurer

The Manager of Financial Services/Deputy Treasurer provided an overview of what has been covered at the previous meetings of the Budget Committee and outlined the discussion items for today's meeting. Presentations will be focused on recommendations previously presented related to department needs. Additionally, departments will highlight any changes to their original presentation that have already been identified from previous Committee meetings. Finally, financial costs will be provided in the outline in order to provide clarity for the Committee. The Committee is asked to provide clear direction at today's meeting when considering the recommendations as presented in order to inform the draft budget.

6.2 Corporate Services – Director of Financial Services

The Director of Financial Services reviewed the proposed new programs and service changes for the Corporate Services department, and recommended that the Corporate Activities budget be adjusted for reduced costs netting to \$1.7 million resulting from improved Social Services costs partially offset by rising interest rates.

Moved by: Councillor Giguère
Seconded by: Councillor French

RESOLVED THAT the Corporate Activities budget be adjusted for reduced costs netting to \$1.7 million resulting from improved Social Services costs partially offset by rising interest rates.

- Motion Carried.

6.3 **Emergency Measures – Fire Training Officer/CEMC**

The Fire Training Officer/CEMC provided an overview of Proposed New Programs and Services Changes over 2021 as well as potential sources of revenue for the department. The Fire Training Officer/CEMC is seeking the Committee's direction regarding options for revenue, mileage, purchased services, and supplies for the Operation of the Regional Fire School, textbooks, funding for a utility trailer, and budget requests for EOC technology and Furnishings. The Committee discussed seeking out corporate sponsors to help fund a portion of the utility trailer, but recommended including the full \$15,000 request in the budget at this time.

Moved by: Councillor French
Seconded by: Councillor Ketchabaw

RESOLVED THAT the wages and benefits lines be adjusted to reflect approved changes made by Council on October 12, 2021; and

THAT the changes to the purchased services line, supplies line, mileage line and revenue line be approved to support the Local Municipal Partner training initiatives and the operation of the Elgin-Middlesex Regional Fire School; and

THAT \$10,000 be allocated towards the purchase of textbooks; and

THAT \$15,000 be allocated towards the purchase of a utility trailer to be used for course delivery, storage of assets and advertising at events; and

THAT \$51,500 be included in the budget for EOC/Fire Classroom Technology and Furnishings.

- Motion Carried.

6.4 **Long-Term Care Homes – Director of Homes and Seniors Services**

The Director of Homes and Seniors Services requested direction from the Committee regarding the Docit software implementation, automated call-in program for shift replacement (budgetary carryover), the temporary part-time clerks in all three Homes, and the improvement of \$308,000 for the

2022 budget. The Committee recommended utilizing the \$38,000 efficiency funding for the \$28,725 request for the Docit software.

Moved by: Councillor Giguère
Seconded by: Councillor Ketchabaw

THAT \$28,725 be allocated from the available efficiency funding for year one implementation and annual licence fee for Docit software to support nursing department compliance and documentation; and

THAT \$16,514 be allocated annually for licencing fee beginning 2023, and \$22,935 beginning 2025; and

THAT Council approve the 2021 Budget carryover request of \$38,000 to 2022 to support a one-time implementation cost of an automated Staff Call-in Program; and

THAT up to \$15,000 be allocated annually for licencing fees; and

THAT Council approve the continuation of Temporary part-time (0.5) FTE Clerk to support scheduling/staff replacements (call-ins) and scheduling and automated call-in system implementation from April – December 2022 (cost is ~ \$75,000 across all three Homes); and

THAT an improvement of \$308,000 for Long Term Care be included in the 2022 Homes budget which includes the CMI efficiency with minor offsets; and

THAT staff report to Council the financial impact of provincial funding related to Direct Care Staffing Supplement Funding (three (3) hours of care) and Allied Health Professional Funding once full funding details are available.

- Motion Carried.

6.5 **Administrative Services – Manager of Administrative Services/Deputy Clerk**

The Manager of Administrative Services/Deputy Clerk presented a summary of Committee approved changes to the Administrative Services budget, including an adjusted ask of \$10,000 for County-wide New Council Information and Orientation Program, and the removal of additional requested funds to support the Warden's Banquet. The Manager of Administrative Services/Deputy Clerk seeks direction from the Committee regarding the request of \$5,000 for Council and Committee Promotion and Marketing, and the \$30,000 cost for Agenda Management Software.

Moved by: Councillor Ketchabaw
Seconded by: Councillor French

RESOLVED THAT the Budget Committee direct that \$5,000 be included in the draft 2022 Budget and that \$50,000 be included in the 10-year plan to support the Council and Committee Promotion and Marketing Budget within the Administrative Services Budget; and

THAT the Budget Committee direct that \$30,000 be included in the draft 2022 Budget and that \$300,000 be included in the 10-year plan to support Agenda Software within the Administrative Services budget.

- Motion Carried.

6.6 **Community and Cultural Services – Director of Community and Cultural Services**

The Director of Community and Cultural Services provided a summary of Committee approved changes, including a \$5,000 increase to electronic resources in the library operating budget; 10-year capital plan for library materials to include annual inflationary increases; increase in catalogue hosting costs to London Public Library from \$9,000 in 2021 to \$13,000 in 2022 as part of the IT budget; and mitigation of \$5,000 revenue loss in 2022 and subsequent projected loss of \$8,000 in 2023 and beyond from proposed library fine-free initiative (loss to be funded through library donations). The Director also outlined potential sources of revenue for the department, and also sought Committee direction regarding the request a \$5,000 increase for library electronic resources (operating), with annual inflationary increases thereafter in the County's ten-year financial plan. The Committee requested the development of a fundraising strategy to be implemented in 2023.

Moved by: Councillor Giguère
Seconded by: Councillor French

RESOLVED THAT the budget for library electronic resources (operating) be increased by \$5,000 effective the 2022 budget year, with annual inflationary increases thereafter in the County's ten-year financial plan; and

THAT the budget for library materials (capital) be maintained with annual inflationary increases in the County's ten-year financial plan starting in 2022; and

THAT our team continue to look for opportunities and efficiencies in library collection budgets, including on-going partnerships with St. Thomas Public Library wherever feasible; and

THAT library fine revenue be reduced by \$5,000 and off-set by donation revenue as outlined in the presentation “A Path Forward on Library Fines” presented to County Council on September 28, 2021.

- Motion Carried.

6.7 **Human Resources – Director of Human Resources**

The Director of Human Resources provided an overview of Proposed New Programs and Service Changes over 2021 as previously presented to the Budget Committee and highlighted potential sources of revenue for the department. The Director recommended that net expenditures of \$700,214 for Human Resources be included in the 2022 budget.

Moved by: Councillor Giguère
Seconded by: Councillor Ketchabaw

RESOLVED THAT net expenditures of \$700,214 for Human Resources be included in the 2022 budget.

- Motion Carried.

6.8 **Financial Services/Provincial Offences Administration – Director of Financial Services**

The Director of Financial Services sought direction from the Budget Committee regarding the request of a \$3,000 addition to the budget as a placeholder to allow for an analysis of options for the requested folding machine, and the request for the establishment of the Fanshawe Intern project. The Director will provide a report to County Council in early 2022 outlining the options for the folding machine, and alternatives in order to find the best solution.

Moved by: Councillor Giguère
Seconded by: Councillor French

RESOLVED THAT \$3,000 for a folding machine be added to the budget as a placeholder to allow for analysis of options and a report to be presented to Council in early 2023; and

THAT a one-time Fanshawe Intern project be established.

- Motion Carried.

6.9 **Engineering, Planning & Enterprise – General Manager of Engineering, Planning & Enterprise/Deputy CAO**

The General Manager of Engineering, Planning, & Enterprise/Deputy CAO provided additional details regarding the options for Capital Projects presented at the previous Budget Committee meeting, and requested direction from the Committee regarding their option preference. The General Manager presented potential savings for the Economic Development and Tourism Department. Staff will gather more information regarding the identified transportation projects and the POA generator for the next meeting of the Budget Committee.

Moved by: Councillor Ketchabaw
Seconded by: Councillor French

RESOLVED THAT the revised Planning budget as proposed be maintained; and

THAT Elgin County's membership in SOMA be cancelled for 2022 and be reassessed as part of future budget deliberations; and

THAT the Economic Development and Tourism budget line items as proposed be reduced.

- Motion Carried.

7.0 **Information Technology Services (ITS) – Director of Information Technology Services**

The Director of Information Technology Services highlighted possible sources of revenue for the ITS department, and requested Committee direction regarding the budget requests for hardware replacement, staff training and development, IT Service Management Solution, Cybersecurity Assessment, and the Artificial Intelligence Security Analyst Solution. The Committee requested more information on Laserfiche capabilities for handling service requests.

Moved by: Councillor Giguère
Seconded by: Councillor Ketchabaw

RESOLVED THAT the Budget Committee direct that \$227,532 be included in the draft 2022 Budget and that \$2,829,883 remains in the ten-year plan to support hardware replacement within the ITS Budget; and

THAT the Budget Committee direct that an additional \$6,000 be included in the draft 2022 Budget and that \$60,000 be included in the ten-year plan to support training and development within the ITS budget; and

THAT the Budget Committee direct that \$35,000 be included in the draft 2022 Budget and that \$153,386 be included in the ten-year plan to support the Cybersecurity Assessment and follow up assessments every three (3) years within the ITS Budget; and

THAT the Budget Committee direct that \$45,000 be included in the draft 2022 Budget and that \$450,000 be included in the ten-year plan to support the AI Analyst within the ITS Budget, and that a placeholder be inserted in the event that functionality is not available with existing software.

- Motion Carried.

7.1 **Wrap Up and Next Steps**

The Director of Financial Services sought feedback from the Committee regarding the presentation format for the Council budget/ten-year plan presentation. The Committee requested data that shows the budget, actual, and variance.

7. **OTHER BUSINESS**

None.

8. **CORRESPONDENCE**

None.

9. **DATE OF NEXT MEETING**

The Budget Committee will meet again on December 9, 2021 at 1:00 p.m.

10. **ADJOURNMENT**

Moved by: Councillor French
Seconded by: Councillor Giguère

Resolved that we do now adjourn at 12.29 p.m. to meet again on December 9, 2021.

- Motion Carried.

Julie Gonyou,
Chief Administrative Officer.

Chair.

2022 Department Budget Committee Meeting #5

December 9, 2021

What is still outstanding. . .

- ▶ The Committee asked for further clarification on a few additional items during the last meeting which will be provided during the presentations today:
 - ▶ Further information regarding the POA Generator
 - ▶ Additional information related to costing on the deferral or reduction of projects
 - ▶ Further clarification as it relates to the possible use of the Growth Reserve to additionally relieve some burden on the tax rate.
 - ▶ Further information related to IT Ticket system and inhouse development
 - ▶ Provide further reporting to the committee to show the past three years
 - ▶ Direction from the Budget Committee to staff related to final decisions on these outstanding items above that will inform the 2022 final budgeting process.

Additional information since last meeting

In mid November the Canadian CPI was released at 4.7%. Our contracts are based on the Ontario CPI which was higher at 4.9%. In all instances, the budget had been prepopulated with 2% CPI resulting in an additional 2.9% being added to several Services within the County.

At this time, we also have better knowledge related to actuals for Insurance costs.

Service Affected	Amount of Cost added to 10 year plan (increase)/Decrease
Engineering Roads Maintenance Agreement CPI Adjustment (103,065 in 2022)	(1,128,538)
Library Leases CPI Adjustment (11,182 in 2022)	(122,447)
Tenant rent increased by the CPI Adjustment and new lease rates not previously factored into the budget 13,825 in 2022	161,974
Insurance Renewal Cost lower than originally budgeted 63,041 in 2022	774,662
Total (Increase)/Decrease to budget (.001%) on the levy 37,381 in 2022	314,349

Option proposed	Additional Debt	Further Discussion related to effects on Levy and Debt
Engineering #1	Not expected	Add 8.7% in the first year to finance the cost of \$3.2M in year one and build it into the levy going forward, OR
	Yes	Phase in by adding 1% incrementally to each year of the levy over the 10 years to finance plus use of Debt to bridge high spend years
Engineering #2	Not expected	Add 6.1% in the first year to finance the cost of \$2.4M in year one to build it into the levy going forward, OR
	Yes	Phase in by adding .75% incrementally to each year of the levy over the 10 years to finance plus use of Debt to bridge high spend years.
Engineering #3	More probable in years 11-20	There would be no incremental effect on the Current 10 year plan BUT this will have an effect on the needs of the future capital in years 11 and beyond as there will be less funds to complete the projects deferred into this timeframe.
Engineering #4	More probable in years 11-20	This affects the current 10 year plan by reducing the existing 3.6% by .45% incrementally over the 10 years - A suggested rate of reduction should be .045% per year over the 10 years
	As above	It should be noted that this option would result in a reduction of available base funds for completion of the future capital plan needs in years 11 and beyond.

What other Sources of funding could we use other than adjusting the Levy?

Other Possible Sources of Revenue not built into the Budget at this time

Sources of Funding ie. Ontario Community Infrastructure Fund or other

Assessment Growth - Use of Current Reserve

Assessment Growth - Estimate may be conservative so we could see additional Revenue if this is true

Surplus from Closed Capital Projects in 2021 and each future years will take the pressure off of annual needs

Use of Growth Reserve Funding

The Growth Reserve was set up in 2021 and had an estimated value after 10 years of \$29M. This estimate is not a know value and is uncertain and variable.

The amount of \$29M does not fully fund the current ask of \$34M but may fund the ask of \$24M in full if the \$29M is realized. By fully utilizing this fund, the County would lose the ability to quickly pivot during an emergency and/or answer to significant growth needs in the future.

A conservative approach to the use of these funds would be to align their use with a Phased in approach related to an increase in the levy to ensure that it remains relevant and plausible.

2022 Department Budget Information Technology Services

Jeff Brock

December 9, 2021



ElginCounty
Progressive by Nature

Additional Information Requested by Committee IT Service Management Solution

► **Options**

- Approve request and procure a full featured IT Service Management Solution
- Investigate if Laserfiche could act as a IT Service Management Solution

Feature	IT Service Management	Laserfiche
Integration into Active Directory (County Network)	Yes	Yes
Software license and contract management	Yes	Need to be developed internally or by consultants
Vendor Mangement including Support Contacts	Yes	Need to be developed internally or by consultants
Cloud Based	Yes	No
Automated Password Management (resets)	Yes (Some)	No
Scheduled Ticket Creation	Yes	No
Reporting	Yes	Need to be developed internally or by consultants
Knowledge Base	Yes	Need to be developed internally or by consultants
Resource Time Tracking	Yes	No

► **Conclusion**

- Many of the features that are Out of the Box with an IT Service Management solution would need to be developed within Laserfiche either internally or through a consultant
- Time required to develop these features in Laserfiche would be substantial, and the end result would not be as seamless as an IT Service Management Solution
- Recommendation would be to implement an IT Service Management solution rather than attempt to develop internally

Recommendations

- ▶ THAT the Budget Committee direct that \$14,000 be included in the draft 2022 Budget and that \$153,295 be included in the 10-year plan to support and maintain the IT Service Management solution within the ITS Budget

2022 Budget Engineering, Planning & Enterprise

Brian Lima

December 9, 2021



ElginCounty
Progressive by Nature

Review

Proposed New Programs and Service Changes over 2021 Planning

(previously presented to the Budget Committee)

Proposed New Program(s) & Service Changes	Description	“Ask” (revised or otherwise)	Notes
Consultant - Heritage Study Implementation	Environmental consultant to provide policy and mapping recommendations for the County Official Plan based on technical information provided in the Elgin Natural Heritage Systems Study	“Ask” \$20,000	No direction for change
Official Plan - 5-year Review	To fund public meeting space rentals, enhanced communications	“Ask” \$10,000	No direction for change
Planning Document branding refresh	Planning website accessibility and document rebranding to improve public and Applicant experience	Ask withdrawn (-\$10,000)	Task to be accomplished utilizing existing in-house resources
BUDGET REDUCTION TOTAL		(-\$10,000)	

Review

Proposed New Programs and Service Changes over 2021 Economic Development & Tourism

Proposed New Program(s) & Service Changes	Description	"Ask" (revised or otherwise)	Notes
Southwest Ontario Marketing Alliance (SOMA) Membership	Representation on this group focuses on automotive sector, advanced manufacturing, composites, food processing and green technology.	"Ask" withdrawn (-\$30,000)	Proposed membership withdrawn for 2022
Purchased Services	To data, graphic design, website maintenance and Customer Relationship Software (CRM)	"Ask" \$45,000 "Revised Ask" \$40,000 Savings (-\$5,000)	Proposed Budget Reduction
Business Retention & Expansion	Proactively connecting with existing businesses to understand and respond to local business needs.	"Ask" \$15,000 "Revised Ask" \$10,000 Savings (-\$5,000)	Proposed Budget Reduction
Promotions / Special Events	Includes attendance and participation in local business initiatives and community events	"Ask" \$20,000 "Revised Ask" \$18,500 Savings (-\$1,500)	Proposed Budget Reduction
Quality of Life	Promotion with videos, social media, television, radio etc.	"Ask" \$30,000 "Revised Ask" \$25,000 Savings (-\$5,000)	Proposed Budget Reduction
BUDGET REDUCTION²¹ TOTAL		(-\$46,500)	

Review

Proposed New Programs and Service Changes over 2021 Facilities

Proposed New Program(s) & Service Changes	Description	“Ask” (revised or otherwise)	Notes
POA Standby Generator Installation	Installation of emergency standby generator during electrical service disruption from utility grid	“Ask” \$85,000 <i>Potential Savings (-\$85,000)</i>	<i>Not required by Ministry of the Attorney General</i>
POA Ventilation System Upgrades	Installation of UV/LED air filtration system	“Ask” \$20,000	Mandated by Province
Administration Building - 1 st Floor Renovations	1st floor renovation of former POA suites to accommodate Fire Training, Economic Development & Tourism	“Ask” \$300,000	Required to accommodate service offerings
EMS (Edward Street)	Replacement of standby generator	“Ask” \$55,000	Mandated by Technical Safety Standards Association (TSSA)
Terrace Lodge (main building) Upgrades	Completion of elevator and mechanical upgrades within main building (not part of redevelopment project)	“Ask” \$43,000	Recommend in 2020 Building Condition Assessment Report
POTENTIAL BUDGET REDUCTION TOTAL		<i>(-\$85,000)</i>	

Facilities Option Summary

Option #1 – Ideal Capital Investment Plan, as presented

- ▶ This Option includes all investments recommended in the 2020 Corporate Facilities Building Condition Assessment report and/or required to accommodate service offerings or as mandated by regulatory agencies.

Option #2 – Removal of the POA Standby Generator Installation Project

- ▶ This Option removes new project that has been added since the approved 2021 Capital Plan. Not required by Ministry of the Attorney General Design Standards Manual seeing as facility is not identified in the County's Emergency Management Plan as a emergency response facility.
- ▶ 30 minute battery back up is available onsite to meet minimum code requirements.
- ▶ This option results in potential savings of **\$85,000** to budget.
- ▶ **RISK – Social impact.**

Transportation Options Summary – Previously Presented

Option #1 – Ideal Capital Investment Plan, as presented

- ▶ This Option includes all known needs and provides appropriate investments to address those needs as identified in the approved Asset Management Plan as well as new Council priorities. Plan includes new projects, updated unit cost estimates and revised project scopes. This option adds **\$34M** to the approved Capital Plan.

Option #2 – Removal of select new projects and Townline bridge assets

- ▶ This Option removes/defers select projects that have been added since the approved 2021 Capital Plan and also proposes to permanently close and/or transfer select Townline bridges (Fulton Bridge, Jamestown Bridge and Gillets Bridge). This option adds **\$24.3M** to the approved Capital Plan.
- ▶ **RISK – Social impact.**

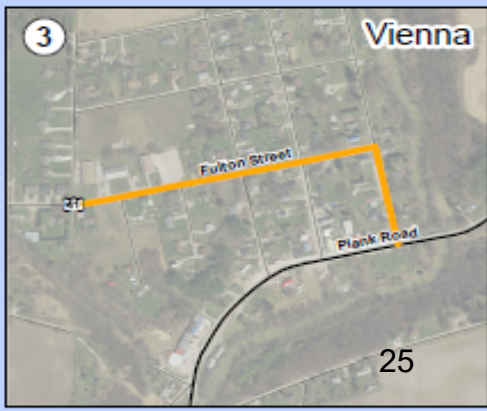
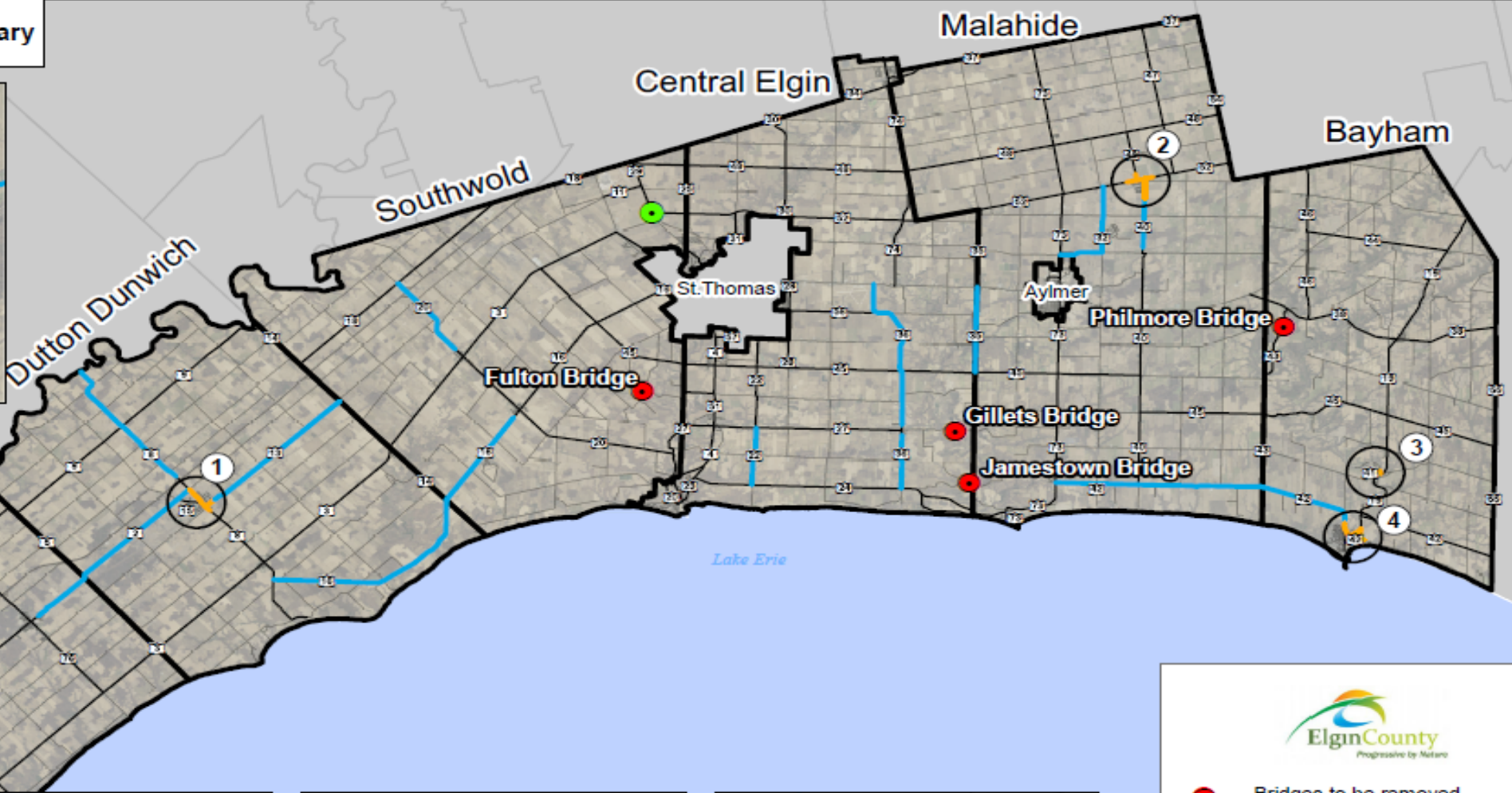
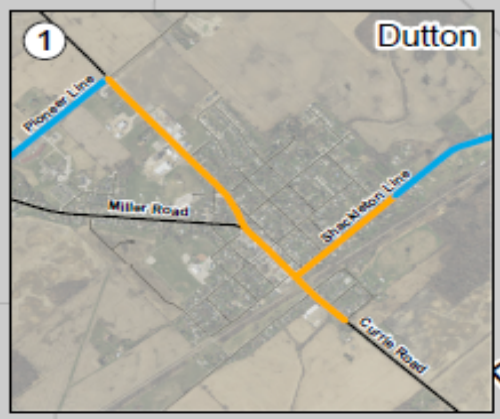
Option #3 – Deferral of select urban reconstruction projects, in addition to revisions made in Option #2

- ▶ This Option defers select urban reconstruction projects so that they are scheduled every other year, essentially rescheduling 4 projects to 2032 and beyond. This option reduces the total cost of the approved Capital Plan by **\$0.4M**.
- ▶ **RISK – Social impact, increased capital and maintenance costs, and extended infrastructure lifecycles.**

Option #4 – Defer Road Rehabilitation Projects and implement “Hold” strategies, in addition to revisions made in Option #3

- ▶ This Option defers select road reconstruction projects and implements thin surfacing and gravel shouldering only to extend the asset’s lifecycle. Rehabilitation of these roads is deferred to 2032 and beyond. This option reduces the total cost of the approved Capital Plan by **\$23M**.
- ▶ **RISK – Social impact, increased capital and maintenance costs, and extended infrastructure lifecycles.**

Budget Savings Options Summary



- Bridges to be removed from 10yr plan (Option #2)
- HWY #3 roundabout to be removed from plan (Option #3)
- Deferred urban road reconstruction projects now in years 11-20 under (Option #3)
- Deferred road rehabilitation projects, only to receive microsurfacing & shouldering in years 11-20 under (Option #4)



Option #2 – Removal of Select New Projects and Townline Bridge Assets

- ▶ Plan has been revised to eliminate select new/additional projects as compared to the approved 2021 Capital Plan and to plan for the permanent closure and removal of select Townline Bridge assets. This Option increases the total 10-Year Plan Costs by \$24.3M as compared to the approved 2021 Capital Plan.

Impact to 10-Year Capital Plan

The 10-year capital plan changes are as follows (based on 2021 unit rates):

- ▶ Approved total 10-year (2021-2030) plan costs \$154.1M
- ▶ Proposed Option #2 total 10-year (2022-2031) plan costs \$178.4M

Difference of: ~\$24.3M (inclusive of anticipated inflation)

Variance Justification from Option #1:

- ▶ Remove proposed Highway #3/Ford Road/Ron McNeil Line Roundabout (2023) +\$4.8M (including engineering) – proposed to be funded by the Province
- ▶ Defer proposed Phillmore Bridge Deck Replacement +\$1.5M until asset condition warrants replacement (+10 years)
- ▶ Plan for the permanent closure and/or transfer of Jamestown Bridge (\$0.9M), Fulton Bridge (\$1.3M) and Gillets Bridge (\$0.4M); being considered as part of ongoing Transportation Master Plan, subject to future Council endorsement.

Deferral of Phillmore Bridge Deck Replacement results in future additional anticipated inflation of ~ \$0.4M

Option #3 – Deferral of select urban reconstruction projects, in addition to revisions made in Option #2

- ▶ Building upon Option #2, the Plan has been revised to defer select urban reconstruction projects so that they are scheduled every other year, as compared to the approved 2021 Capital Plan; essentially rescheduling 4 projects to 2032 and beyond. This Option reduces the total 10-Year Plan Costs by \$0.4M as compared to the approved 2021 Capital Plan.

Impact to 10-Year Capital Plan

The 10-year capital plan changes are as follows (based on 2021 unit rates):

- ▶ Approved total 10-year (2021-2030) plan costs \$154.1M
- ▶ Proposed Option #3 total 10-year (2022-2031) plan costs \$153.7M

Difference of: ~\$0.4M (inclusive of anticipated inflation)

Variance Justification from Option #1:

- ▶ Remove proposed Highway #3/Ford Road/Ron McNeil Line Roundabout (2023) +\$4.8M (including engineering) – proposed to be funded by the Province
- ▶ Defer proposed Phillmore Bridge Deck Replacement +\$1.5M until asset condition warrants replacement (+10 years)
- ▶ Plan for the permanent closure and/or transfer of Jamestown Bridge (\$0.9M), Fulton Bridge (\$1.3M) and Gillets Bridge (\$0.4M); being considered as part of ongoing Transportation Master Plan, subject to future Council endorsement.
- ▶ Deferral of select urban reconstruction projects (\$24.7M)

Deferral of projects results in future additional anticipated inflation of ~ \$7.1M

Option #4 – Defer Road Rehabilitation Projects and implement “Hold” strategies, in addition to revisions made in Option #3

- ▶ Building upon Option #3, this Option defers select road reconstruction projects and implements thin surfacing and gravel shouldering only to extend the asset’s lifecycle. Rehabilitation of these roads is deferred to 2032 and beyond. This Option reduces the total 10-Year Plan Costs by \$23M as compared to the approved 2021 Capital Plan.

Impact to 10-Year Capital Plan

The 10-year capital plan changes are as follows (based on 2021 unit rates):

- ▶ Approved total 10-year (2021-2030) plan costs \$154.1M
- ▶ Proposed Option #3 total 10-year (2022-2031) plan costs \$131.1M

Difference of: ~\$23M (inclusive of anticipated inflation)

Variance Justification from Option #1:

- ▶ Remove proposed Highway #3/Ford Road/Ron McNeil Line Roundabout (2023) +\$4.8M (including engineering) – proposed to be funded by the Province
- ▶ Defer proposed Phillmore Bridge Deck Replacement +\$1.5M until asset condition warrants replacement (+10 years)
- ▶ Plan for the permanent closure and/or transfer of Jamestown Bridge (\$0.9M), Fulton Bridge (\$1.3M) and Gillets Bridge (\$0.4M); being considered as part of ongoing Transportation Master Plan, subject to future Council endorsement.
- ▶ Deferral of select urban reconstruction projects (\$24.7M)
- ▶ Defferal of select road reconstruction projects and implement “Hold” strategies (\$22.6M)

Deferral of projects results in future additional anticipated inflation of ~ \$13.9M

Summary of Committee Approved Changes

- ▶ **Planning** Document branding refresh removed - to be done in house savings (-\$10,000)
- ▶ **Economic Development & Tourism** - Reduce budget line items (-\$46,500)
 - ▶ SOMA - \$30,000
 - ▶ Purchased Services - \$5,000
 - ▶ Business Retention and Expansion - \$5,000
 - ▶ Promotions/Special Events - \$1,500
 - ▶ Quality of Life - \$5,000

Committee Direction Required...

Further *Potential* Savings:

- ▶ **Facilities** – Cancellation of POA Standby Generator Installation Project (-\$85,000)
- ▶ **Transportation** – Option preference?

Questions?

Additional Follow Up Required?

Next Steps?

Warden Marks and Elgin County Budget Committee
450 Sunset Drive
St. Thomas, ON N5H 1T2

December 1, 2021

Warden Marks and Members of the Budget Committee,

The Environmental Advisory Committee provides input, advice and makes recommendations on environmental matters affecting the County of Elgin. Over the course of 2021, the Committee has been investigating ways in which the County of Elgin can reduce its environmental footprint and improve the natural environment in our area. One of these ways is the possible installation of naturalized areas and pollinator gardens at County-owned facilities. A pollinator garden is one that attracts bees, butterflies, moths, hummingbirds or other beneficial creatures that transfer pollen from flower to flower, or in some cases, within flowers. Pollinators are in decline and pollinator gardens are one way in which much needed pollinator habitats can be created.

The Committee is in the process of gathering feedback from the Kettle Creek Conservation Authority and County Facilities Staff regarding the cost and viability of installing one larger pollinator garden on the north side of the County Administration Building and incorporating native pollinator species into existing gardens at County owned facilities. The Committee expects to receive a report at its meeting scheduled for January 12, 2022 in which anticipated costs will be presented. After consideration by the Committee, a recommendation will be presented to County Council for consideration.

The Environmental Advisory Committee is aware that the 2022 Budget process is currently underway and budgetary recommendations are being reviewed by the Budget Committee. The Environmental Advisory Committee is requesting that the Budget Committee consider allocating \$10,000 for the installation of a pollinator garden and native pollinator plants at County-owned facilities. An updated number based on information gathered over the course of December will be provided to the Committee in January.

Sincerely,



Councillor Grant Jones
Chair, Environmental Advisory Committee