



AGENDA

Special Meeting of Council

January 19, 2021

9:00 am

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

Pages

1. **CALL TO ORDER**

2. **DECLARATION OF PECUNIARY INTEREST**

3. **AMENDMENTS AND APPROVAL OF AGENDA**

RECOMMENDATION

THAT the January 19, 2021 special meeting of Council agenda be accepted as presented.

4. **2021 BUDGET DELIBERATIONS**

4.1. **ORDERS OF THE DAY SUMMARY**

4.2. **DELEGATION**

4.2.1. **St. Marys Healthcare Foundation**

Attending Pat Craigmile, Chair and Cindy Bilyea, Vice Chair

4.2.2. **Upper Thames River Conservation Authority**

Ian Wilcox, General Manager and Tony Jackson, Board Representative

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4.3. STAFF REPORTS

4.3.1. ADMIN 03-2021 Review of 2021 Community Grant Applications 39

RECOMMENDATION

THAT ADMIN 03-2021 Review of the 2021 Community Grant Applications report be received for discussion and direction to staff.

4.3.2. COR 03-2021 2020 Direct COVID Costs 51

RECOMMENDATION

THAT COR 03-2021 2020 Direct COVID Costs report be received for information.

4.3.3. COR 04-2021 Business Grant Program update 55

RECOMMENDATION

THAT COR 04-2021 Business Grant Program update report be received for information.

4.3.4. COR 06-2021 2021 Draft Budget Summary 58

RECOMMENDATION

THAT COR 06-2021 2021 Draft Budget Summary report be received; and

THAT Council consider approval of the following changes to the 2021 draft budget:

- Recognized Safe Restart funding revenue of \$79,000
- Decrease to net assessment growth of \$73,430; and

THAT Council provide the Treasurer with direction to hold the 2021 Budget public meeting on February 9, 2021.

4.4. NEXT STEPS

5. UPCOMING MEETINGS

*All meetings will be live streamed to the Town's YouTube channel

February 9, 2021 - 6:00 pm, Regular Council with Public Meeting for Budget Presentation

6. CLOSED SESSION

RECOMMENDATION

THAT Council move into a session that is closed to the public at _____ pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees.

6.1. COR 05-2021 CONFIDENTIAL Business Grant Program Summary

7. RISE AND REPORT

RECOMMENDATION

THAT Council rise from a closed session at _____ pm.

8. BY-LAWS

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RECOMMENDATION

THAT By-Law 06-2021, being a by-law to confirm the proceedings of the January 19, 2021 special meeting of Council, be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

9. ADJOURNMENT

RECOMMENDATION

THAT this special meeting of Council adjourns at _____ pm.



2021 Draft Budget

Town of St. Marys

Tony Jackson, Board Representative

Ian Wilcox, General Manager





2021 Draft Budget

2020 Successes



Naturalization



Research/Modelling



Education



Recreation



Stewardship



2020 Finances:

1. No revenue support, including wage subsidies, from senior government
2. Wages reduced 1.9%
3. Layoffs
4. Cut seasonal positions
5. No capital spending
6. Across the board expense reductions

Note: Province cut transfer payment by 50% in 2019

Result: Reduced deficit from projected \$1.3M to ~\$60K



2021 Draft Budget



Total Budget: \$16.8 million

- 55.5% Self Generated
- 40% Municipal Levy
- 4.5% Provincial Transfer Payment



Board Direction:

Respect municipal economic constraints, no service growth.

1. Defer final year of Environmental Targets Strategic Plan Levy (again) \$230K.
2. Inflation 0.6%.
3. Defer capital spending except in support of public safety or maintenance of existing service levels.
4. Salary Review??
5. Consider Bills 108 and 229 and need for future municipal agreements.



Proposed Municipal Levy: St. Marys

Expense	2020	2021	+/-	%
Operating	\$91,299	\$93,266	\$1,967	2.2
Capital	\$52,586	\$33,327	(\$19,259)	-36.6%
Total	\$143,885	\$126,593	(\$17,292)	-12.0%

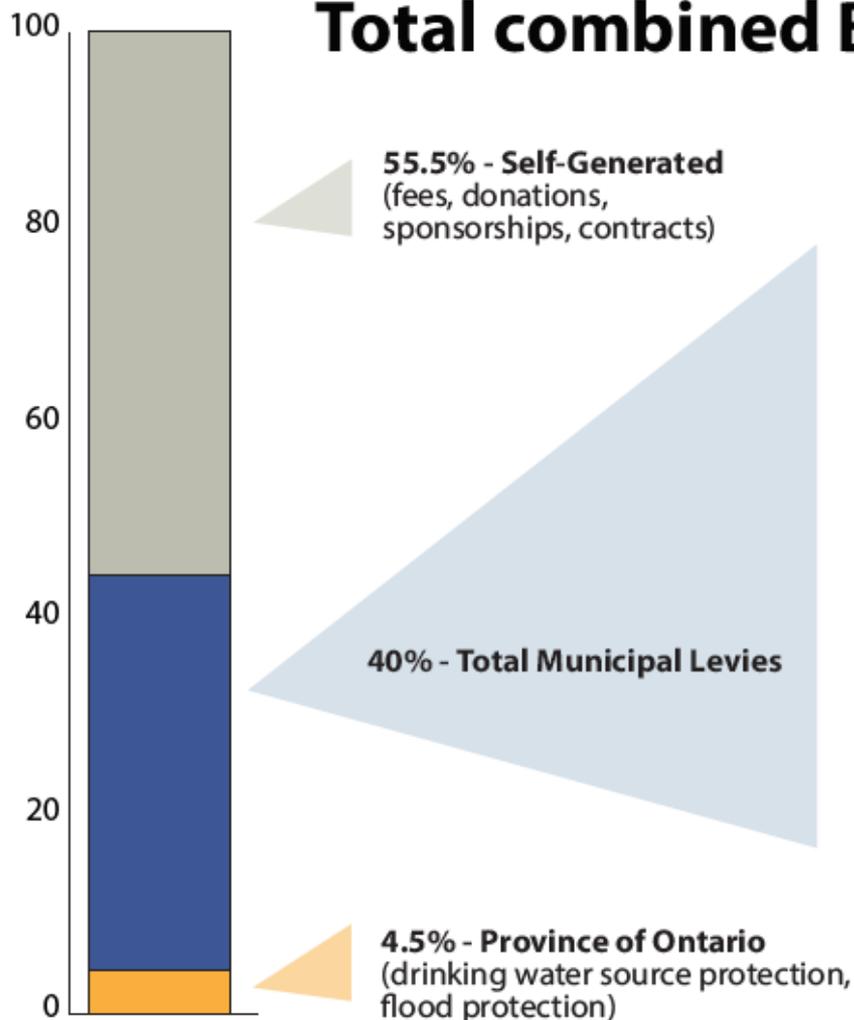
Note:

- Operating increase is due to Dam Safety Assessments, required every 10 years.
- Capital funding reduction is due to completion of Flood Wall repairs off-set by Wildwood repairs.



2021 Draft Budget

Total combined Budget Revenue (\$16,179,970)



Municipality	% of CVA for Part of Levy	Total 2021 Levy
County of Oxford	16.723	\$1,073,370
City of London	64.214	\$4,284,376
Township of Lucan Biddulph	0.343	\$17,219
Municipality of Thames Centre	3.223	\$166,897
Municipality of Middlesex Centre	2.379	\$119,285
City of Stratford	7.287	\$404,946
Township of Perth East	1.449	\$75,253
Township of West Perth	1.490	\$135,564
Town of St. Marys	1.458	\$126,593
Township of Perth South	1.230	\$61,650
Municipality of South Huron	0.205	\$10,279
Townships of Zorra	0	\$15,000 *
Township of South-West Oxford	0	\$5,610 *
TOTAL	100%	\$6,496,042

* The dam levy is applied directly as these municipalities are the sole beneficiaries of the structures.



Conservation Authority Acts Changes ???

Bills 108 and 229

- Many changes will be authorized through regulations, not yet developed.
- Anticipate needing to negotiate municipal service agreements later in 2021 (17 agreements).
- Municipal Levy process expected to change for 2022.
- Note hazard management is considered core business with financial systems unchanged (dams, dykes, flood forecasting, regulations).



2021 Draft Budget



Questions?



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519-451-2800
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2021 Draft Budget



November 26, 2020

Attention: Municipal CAOs, Clerks and Treasurers,

Subject: Upper Thames River Conservation Authority (UTRCA) 2021 Draft Budget

The UTRCA's 2021 Draft Budget has been significantly influenced by the on-going COVID-19 Pandemic. The impacts on demand for services and revenues during 2020 have been unprecedented and are expected to continue into 2021. The Draft Budget as presented foregoes strategic initiatives (Environmental Targets) as well as some capital investment and service growth needs, and instead presents a maintenance budget that respects economic constraints imposed on municipalities, contract funders, and individuals due to the pandemic.

At present, the Draft Budget totals \$16.8 million. The municipal levy increase averages 3.0% for operating purposes, of which 2.3% is driven by flood control needs with the remainder supporting the general levy. Every effort has been made to contain costs where possible, while still providing core services. While the average levy increase is 3.0%, increases for individual municipalities vary dramatically because of the provincial levy allocation formula (see #4 below), ranging from 7.5% for Oxford County to 1.5% for Thames Centre.

Conservation Authorities did not receive any additional provincial or municipal funding support in 2020, such as the widely available wage subsidies or COVID response grants. Instead, significant cuts were applied to staff wages, capital, and expenses across the board. No special funding for Conservation Authorities is expected in 2021. Provincial funding remains inadequate for the delegated responsibilities already imposed on Conservation Authorities. Despite this lack of financial support, the UTRCA continues to find ways to deliver programs and services that improve watershed health. The administration is proud of the effort and commitment of staff to achieve these ends; however, this approach is not sustainable. The recommendation to defer much needed funding for 2021 is only being considered due to the exceptional public health and economic circumstances, and with an expectation that budgets for 2022 and beyond will more accurately reflect actual costs to support local environmental needs and public demands for service.

Budget Context:

1. Environmental Targets Strategic Plan: The UTRCA's Strategic Plan (2016) recommends significant and planned service growth to support the achievement of specific environmental targets by 2037. Investment in the plan and service growth proceeded until 2020, when the final year of new municipal levy funding was reduced by 75% in response to municipal financial concerns. This final installment of new levy funding, totaling \$230,000, was deferred to the 2021 budget; however, that deferral is now being pushed until 2022. While this

2. deferral is justified based on municipal and other financial challenges, the consequences and risk of this deferral must be noted and include:
 - a. Added pressure for the organization to achieve its stated Environmental Targets despite delays in funding and program growth.
 - b. Added risk that the Environmental Targets will not be achieved by 2037.
 - c. The need to either reset with less ambitious Environmental Targets, or extend the plan's timeline, or both.
3. Inflation: An inflationary increase to wages of 0.6% has been included in the draft budget, based on Ontario's April-April CPI. UTRCA policy uses this measure as a guide for annual inflationary increases. It should be noted, though, that actual increases are typically much higher, e.g., property insurance premiums are expected to increase 25%, and property tax increases are between 3-5%.
4. Capital Spending: Capital spending has largely been deferred for 2021 except in support of public safety, such as rectifying electrical orders and/or maintenance of existing service levels (e.g., replacing vehicles and computer servers). In general, plans for equipment replacement continue to be deferred due to lack of capital funding.
5. Note that the UTRCA must apply the provincial funding formula that apportions levy across member municipalities. The formula uses MPAC's Current Value Assessment of municipal properties within each Authority's jurisdiction to calculate proportional costs. 2021 again sees shifts in the funding burden among municipalities as assessed land values for each municipality increased at different rates. This shift in funding based on the provincial formula is beyond the UTRCA's ability to control but creates frustration among municipalities as levy increases are variable and unpredictable.

2021 Budget Development Schedule

September 2020: Board direction regarding budget concepts

November 2020: Draft Budget Board approval

November - February 2020: Draft Budget circulation to member municipalities for comment

January 2021: Board review of municipal comments and budget reconsideration

February 2021: Budget review and approval

Please share the attached 2021 Draft Budget with Council and appropriate staff, and contact either Michelle Viglianti (vigliantim@thamesriver.on.ca) or Ian Wilcox (wilcoxi@thamesriver.on.ca) if you have questions or would be interested in more information for Council.

Sincerely,



Ian Wilcox



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2021 Draft Budget



The UTRCA's 2021 Draft Budget has been significantly influenced by the on-going COVID-19 Pandemic. The impacts during 2020 on demand for services and on revenues have been unprecedented and are expected to continue into 2021. The Draft Budget as presented foregoes strategic initiatives (Environmental Targets), some capital investment, and service growth needs, and instead presents a maintenance budget that respects economic constraints imposed on municipalities, contract funders, and individuals by the pandemic. This budget recommendation focuses on immediate financial challenges at the expense of the organization's long term strategic goals. The implications of this approach include the following:

1. Environmental Targets Strategic Plan:

The UTRCA's Strategic Plan (2016) recommends significant and planned service growth to support the achievement of specific environmental targets by 2037. Investment in the plan and service growth proceeded until 2020, when the final year of new municipal levy funding was reduced by 75% in response to municipal financial concerns. This final installment of new levy funding, totaling \$230,000, was deferred to the 2021 budget; however, that deferral is now being pushed to 2022. The consequences and risks of this deferral must be noted and include:

- a. Added pressure for the organization to achieve its stated Environmental Targets despite delays in funding and program growth.
- b. Added risk that Environmental Targets will not be achieved by 2037.
- c. The need to either reset with less ambitious Environmental Targets, or extend the plan's timeline, or both.
- d. The risk of changes to the Conservation Authorities Act (Bill 108) removing levying powers for components of the Strategic Plan. There is a risk that certain Targets will not be eligible for municipal funding as of 2022 and future program delivery will become inconsistent as each municipality chooses whether or not to fund on-going work.

2. Inflation:

An inflationary increase to wages of 0.6% has been included in the draft budget based on Ontario's April-April CPI. Our policy is to consider this measure as a guide for annual inflationary increases, but it should be noted that actual increases are typically much higher. For example, property insurance premiums are expected to increase 25%, and property tax increases are between 3-5%.

3. Capital Spending:

Capital spending has largely been deferred for 2021 except in support of public safety, such as rectifying electrical orders and/or maintenance of existing service levels, including replacement of two trucks and computer servers. In general, plans for equipment replacement continue to be deferred due to lack of capital funding.

4. Provincial Funding Formula:

Note that the provincial funding formula that apportions levy across member municipalities will change again in

2021. The formula uses MPAC's Current Value Assessment of municipal properties within each CA's jurisdiction to calculate proportional costs. 2021 again sees the funding burden shift to rural municipalities as the value of farmland has increased faster than other land use types. This shift in funding is beyond the UTRCA's ability to control but does create frustration among our rural municipalities as their levy increases are inflated relative to other municipalities.

5. Salary Review/Reorganization:

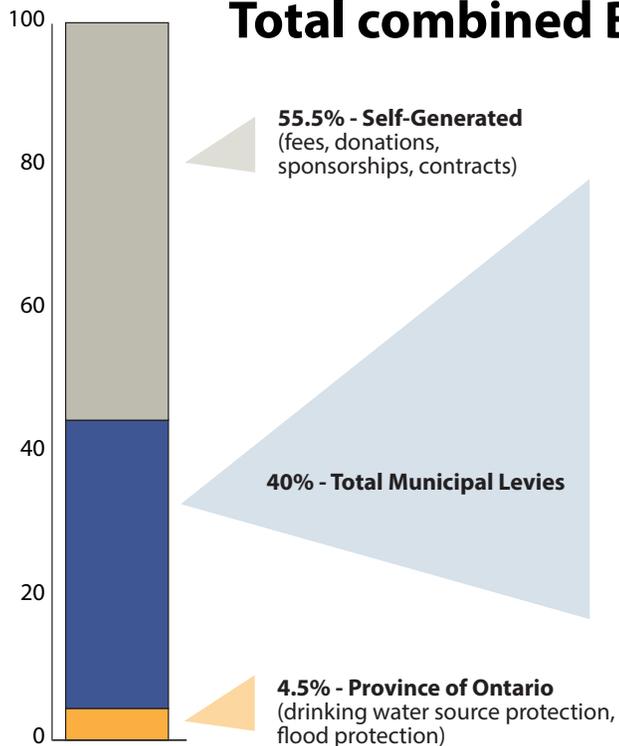
Staff retention is a key management priority at the UTRCA. Reduced staff turn-over benefits the organization through employment of experienced staff, return on investment in staff training, and fewer disruptions to work flow. The last formal salary review was completed in 2006 and, while the organizational structure has been tweaked over time, there are also structural barriers to staff growth and advancement. Both issues have been recognized during the past few years but have recently become a priority as staff retention is being affected. A total of \$20,000 has been added to the 2021 budget to fund a formal salary review. Recommendations are expected for increased wages across the salary grid; however, funding these increases will pose a significant challenge for the Authority in 2022 and beyond. A full review of the UTRCA's organizational structure will be deferred until provincial changes to the Conservation Authorities Act are fully understood.

In summary, the UTRCA is presenting a combined deficit budget with a projected shortfall of \$636,000. This projection includes a conservative estimate of "soft revenue," which is typically contract revenue that is expected during the year from programs that have not yet been announced. The municipal levy increase is 3.0% for operating purposes, of which 2.3% is driven by flood control needs with the remainder supporting the general levy.

Significant cuts were made during 2020 with no additional provincial or municipal funding support, including widely available wage subsidies. Cuts were applied to staff wages, capital, and expenses across the board. No special funding for Conservation Authorities is expected in 2021. Provincial funding remains inadequate for the delegated responsibilities imposed on the UTRCA.

Despite this lack of financial support, the UTRCA continued to find ways to deliver programs and services that improve watershed health. While the administration is proud of the effort and commitment of staff to achieve these ends, this is not sustainable. The decision to defer much needed funding for 2021 can only be considered under these exceptional public health and economic circumstances, and with an expectation that budgets for 2022 and beyond will more accurately reflect actual costs to support local environmental needs and public demands for service.

Total combined Budget Revenue (\$16,179,970)



Municipality	% of CVA for Part of Levy	Total 2021 Levy
County of Oxford	16.723	\$1,073,370
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TOTAL	100%	\$6,496,042

* The dam levy is applied directly as these municipalities are the sole beneficiaries of the structures.

The formula that determines each municipality’s share (percentage) of the levy reflects, in part, the assessed value of each municipality’s land within the watershed, as set out in the Conservation Authorities Act. The Province provides these assessed values (Current Value Assessment or CVA) annually.

The remainder of the levy reflects the specific benefiting percentage each municipality derives from the flood control structures. These percentages are identified in the table titled “Dam & Flood Control Levy - Details,” on the final page of this budget. For example, the City of London benefits 100% from Fanshawe Dam and, therefore, is the only municipality levied for operating and maintaining that structure. Wildwood and Pittcock Dams use unique benefiting formulas.

The municipal levy is the most important funding received by the Conservation Authority as this investment allows the Authority to obtain and retain staff expertise. Staff leverage the municipal share by applying for grants from foundations, generating funds from user fees, entering into contracts and obtaining sponsorships from the private sector.

In the draft budget, the UTRCA leverages the 40% funded by municipalities into another 55.5% of funding to support a broad range of services for watershed residents, as directed by the Board of Directors.



Operating Budget 2020

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
REVENUES:					
New Levy Funding					
Municipal General Levy	4,113,390	4,113,335	4,154,463	1%	
Assessment Growth Levy	310,037	-	-		
Dam and Flood Control Levies	1,461,675	1,461,675	1,636,062	12%	Dam Safety Reviews underway at Fanshawe Dam and Pittock Dam
Operating Reserve Levy	33,678	33,678	34,014	1%	
	5,918,780	5,608,688	5,824,539	4%	
Amortized Levy from previous years					
Municipal General Levy	239,794	239,794	611,942	155%	Some Targets activity in 2020 delayed
Flood Control Levies	78,062	78,062	120,142	54%	
Capital Maintenance Levy	42,745	47,297	51,926	10%	
	360,601	365,153	784,010	115%	
MNRF Transfer Payment	181,217	181,217	181,213	-0%	Remains at 50% of recent levels
Contracts and Grants					
Municipal within Watershed	894,351	1,059,945	858,773	-19%	
Municipal outside Watershed	73,340	129,660	130,676	1%	
Provincial	635,591	770,804	1,183,403	54%	
Federal	464,599	541,534	273,528	-49%	Previous NDMP program ended in March 2020
All Other	1,853,982	1,946,932	1,724,803	-11%	
	3,921,863	4,448,875	4,171,183	-6%	
User Fees and Other Revenues					
Conservation Areas	3,709,056	2,527,862	3,539,502	40%	Fees have been adusted for 2021
Planning and Permit Fees	315,000	390,000	335,000	-14%	Resumption of pre-COVID demand anticipated
Education Fees	125,000	65,800	63,500	-3%	
Landowner, Tree Sales, Cost Recoveries	166,500	135,090	194,000	44%	Level of activity expected to resume in 2021
	4,315,556	3,118,752	4,132,002	32%	
Other Revenues					
From Deferred Revenues	582,621	535,434	25,000	-95%	
Donations, Interest and Gains	295,350	212,903	140,370	-34%	Interest rate reductions in 2020 affecting this income
	877,971	748,337	165,370	-78%	
Funding required from Reserves	-	-	201,975	100%	For flood control operations
TOTAL REVENUES	15,575,988	14,471,022	15,460,291	7%	
EXPENDITURES:					
Mission Cost Centres					
Community Partnerships	1,301,859	1,308,089	1,521,274	16%	Includes Targets activities
Water & Information Management	2,726,437	2,595,648	2,780,199	7%	
Environmental Planning & Regs	2,253,972	2,108,896	2,363,163	12%	Expanding need for planning & regulatory activity
Conservation Services	1,995,488	1,971,072	1,777,989	-10%	Reflect amount of work that can be achieved
Watershed Planning, Research & Monit	1,120,434	1,109,841	1,111,818	0%	
Conservation Areas	4,496,269	3,749,340	4,364,360	16%	Not yet a planned return to all pre-COVID activities
Lands & Facilities	1,746,540	1,524,391	1,691,455	11%	
Service Cost Centres (unallocated)	257,310	163,296	153,077	-6%	
Program Operating Expenditures	15,898,309	14,530,573	15,763,335	8%	
Desired Transfer to Reserves	53,678	-	285,000	100%	Only flood control reserves impacted here
TOTAL EXPENDITURES	15,951,987	14,530,573	16,048,335	10%	
NET SURPLUS (DEFICIT)	(375,999)	(59,551)	(588,043)	887%	Projected deficit from operations for 2021 \$588,043
Depreciation Expense	1,221,973	1,153,341	1,161,434	1%	
CASH SURPLUS (DEFICIT)	84 5,974	1,093,790	573,391	-48%	

Capital Budget 2021

	Pre-Covid 2020 Budget	2021 Budget	Notes (see below for list of acronyms)
FLOOD CONTROL			
Capital Funding			
Flood Control Capital Levy	2,876,007	646,503	Reflects hiatus in construction at London Dykes in 2021
Federal Funding	2,988,000	160,000	
Provincial - Water and Erosion Control Infrastructure	125,000	115,150	
Funding from reserves	157,508	(33,731)	For amounts going into reserves
Total current year funding	6,146,515	887,922	
Capital Projects			
Dam Safety Reviews	23,808	-	Safety reviews at Fanshawe Dam and Pittock Dam
Fanshawe Dam	50,000	40,168	moved to operations
Wildwood Dam	301,591	102,941	
Pittock Dam	81,232	47,037	
London Dykes	5,483,508	417,575	Design work for remainder of Dykes for 2021
Mitchell Dam	-	71,101	
Small Dams	64,374	58,124	
Total Spending	6,004,513	736,946	
Surplus (Deficit) from Flood Control Capital	142,002	150,976	
OTHER CAPITAL NEEDS			
Capital Funding			
Capital Maintenance Levy	175,126	178,626	
Capital Expenditures			
Land Improvements	115,000	-	
Infrastructure	40,000	115,000	Electrical and roadwork planned
Furniture and Fixtures	30,000	-	
Vehicles and Equipment	109,000	151,000	Includes a 1-ton cab and dump
Technology Equipment	67,500	50,000	Server and network storage replacements
Total Spending	361,500	316,000	
Surplus (Deficit) from other Organizational Capital	(186,374)	(137,374)	
Total Capital Budgets Surplus (Deficit)	(44,372)	13,602	

List of Acronyms

MNRF - Ministry of Natural Resources & Forestry (provincial)

NDMP - National Disaster Mitigation Program (federal)

All Units, All Activities

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
New Muncipal Levies	8,794,787	8,181,940	6,496,042	-20.6%	Change includes capital levies
Government Transfer Payments	181,217	181,217	181,213	-0.0%	
Contracts	7,034,863	8,969,647	4,446,333	-50.4%	
User Fees	4,315,556	3,118,752	4,132,002	32.5%	Fees still lower than pre-COVID budgets
All other incl. Deferred Revenues	1,238,572	1,113,490	924,380	-17.0%	
Total Funding	21,564,994	21,565,046	16,179,969	-25.0%	
Expenditures					
Wages, Benefits, Per Diems	10,200,803	9,402,112	10,107,014	7.5%	Reduction from pre-COVID levels
Training, PPE, Travel Reimbursements	218,905	158,974	185,410	16.6%	Training still reduced due to COVID
Legal, Audit, Insurance, Banking	402,285	417,765	457,558	9.5%	
Advertising and Promotion	62,400	28,997	37,200	28.3%	
Consulting and Services	800,586	1,110,460	1,063,185	-4.3%	
Computers and Communications	337,225	309,054	339,330	9.8%	
Property, Utilities, Security	1,390,407	1,097,247	1,264,459	15.2%	Less than pre-COVID levels
Contracted Services, incl. Flood Control	5,884,000	6,470,183	568,880	-91.2%	Reflect reduced construction costs at Dykes
Supplies	1,218,259	1,265,576	1,198,352	-5.3%	
Flow Through Expenses	165,715	100,697	110,750	10.0%	
Depreciation Expense	1,221,973	1,153,341	1,161,434	0.7%	
Unallocated Costs	264	2	6,710	335375.5%	
Mission Centre Capital Costs	361,500	151,500	316,000	108.6%	Technology, vehicles and some infrastructure
Total Expenditures	22,264,322	21,665,908	16,816,281	-22.4%	
Surplus (Deficit) from these budgets	(699,327)	(100,863)	(636,311)		

Reserves Forecast

	Projected Reserve Transactions
Balance of Reserves end of 2019	6,693,543
Reserves Activity for 2020	
Estimated Surplus (Deficit) from budgets	(59,551)
From (to) Flood Control Reserves	(117,098)
Reserves Activity for 2021	
Estimated Surplus (Deficit) from budgets	(505,018)
From (to) Flood Control Reserves for Capital	33,731
From (to) Flood Control Reserves in Operations	83,025
Forecast Reserves end of 2021	6,128,631



The UTRCA operates and manages a number of water and erosion control structures on behalf of its member municipalities. The operation and maintenance costs for these structures are apportioned to municipalities on a beneficiary pays basis. The UTRCA also maintains and operates a number of recreation dams on behalf of member municipalities. The benefiting municipality for these recreational structures is the municipality within which they are located. Capital maintenance of all of these structures is funded in the same proportions as operating, as shown in the table below.

The UTRCA Board of Directors has approved a 20 Year Capital Maintenance Plan for Water and Erosion Control Structures. This long term plan has been developed to coordinate the timing and financing of major capital repairs to the water and erosion control structures. The plan is reviewed and updated annually, to maintain a rolling 20 year estimate for planning and financing purposes.

With the plan in place, the UTRCA is able to leverage the municipal contributions to pursue senior government funding support for specific projects. The long term cost projections are also used to lobby senior levels of government to continue providing major capital repair grant programs, such as Ontario's Water and Erosion Control Infrastructure (WECI) program.

In 2021, the UTRCA continues to receive funding from the federal Disaster Mitigation & Adaptation Fund for the West London Dyke Reconstruction Project. Funding from WECI is not generally confirmed until May/June.

The amounts for the annual fixed contributions from the affected municipalities have been calculated based on long term flood control capital repair estimates. The 20 Year Capital Maintenance Plan includes provisions for reviews and for the adjustment of the municipal contributions, depending on updated studies and cost estimates. The 2021 Draft Flood Control Capital Levy is described in the table below.

Flood Control Capital Levy Summary

Municipality	Structure	Apportionment	2021 FC Capital Levy Total
Oxford County	Wildwood Dam	1.00%	\$100,000
	Pittock Dam	62.10%	
	Ingersoll Channel	100.00%	
City of London	Fanshawe Dam	100.00%	\$381,156
	Wildwood Dam	83.85%	
	Pittock Dam	36.75%	
	London Dykes & Erosion Control Structures	100.00%	
Town of St. Marys	Springbank Dam	100.00%	\$30,723
	St. Marys Floodwall	100.00%	
City of Stratford	Wildwood Dam	14.09%	--
	RT Orr Dam & Channel	100.00%	
Municipality of West Perth	Fullarton Dam	100.00%	\$5,000
	Mitchell Dam	100.00%	\$14,500
Township of Zorra	Emburo Dam	100.00%	\$1,500
	Harrington Dam	100.00%	\$5,000
Total Flood Control Capital Levy			\$537,879

2021 Draft Flood Control Capital Levy

Water & Information Management



What we do:

- Reduce the risk of property damage and loss of lives due to flooding by providing watershed municipalities with flood forecasting and warning services and low water response.
- Operate and maintain water control structures (dams, dykes, channels, floodwalls), constructed in partnership with municipalities, to control flood flows and augment stream flow during dry periods.
- Operate and maintain recreational water control structures on behalf of municipalities.
- Comply with legislative requirements and guidelines at the local level.

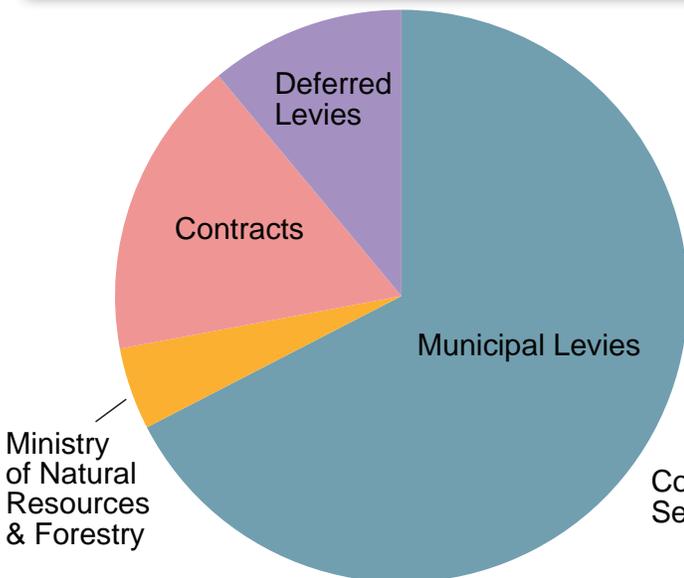
Examples:

- Provide and maintain flood situation emergency plans and a flood warning system
- Continually monitor stream flow, reservoirs, and watershed conditions at 31 surface water monitoring stations, 23 precipitation stations, and 13 snow survey stations
- Forecast floods, issue flood bulletins, and collect and maintain flood damage information and historical flooding data
- Maintain and expand stream gauge network in order to improve stream flow, climatic and water quality monitoring
- Improve and calibrate flood forecasting models
- Coordinate, maintain, and improve stream flow through flow augmentation reservoirs
- Coordinate the upper Thames River watershed Low Water Response Team, which plans for drought response to meet the needs of watershed residents and business while protecting natural systems and human health
- Operate, inspect, and maintain flood control dams, dyke systems, channels, and erosion control structures, as well as medium sized municipal recreation dams and Conservation Area dams
- Undertake major maintenance projects on water and erosion control structures, and assess municipal erosion control works
- Secure capital maintenance funding for water and erosion control infrastructure, as well as senior government funding support for flood hazard mitigation
- Undertake dam safety studies and improve public safety around dams
- Update operation and maintenance manuals
- Provide technical expertise to identify natural hazards (such as flood plains and steep slopes) with the goal of protecting people and property from these natural hazards
- Host annual meeting with municipal flood coordinators
- Map and model flood plains and update hazard modelling and mapping in support of UTRCA Environmental Planning & Regulations unit

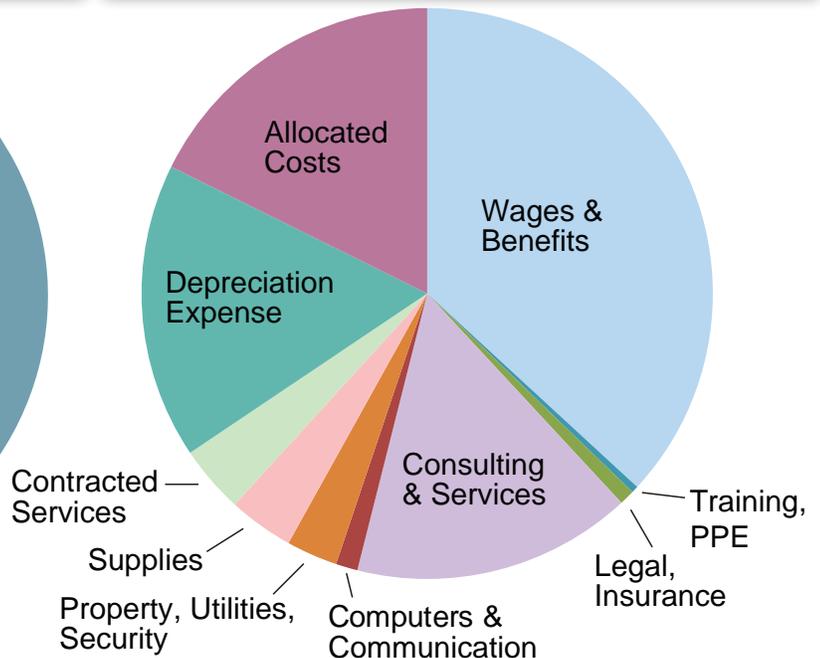
Water & Information Management

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
Municipal Levies	4,427,530	4,124,775	2,415,976	-41.4%	Reduced capital expenditures on London Dykes
Government Transfer Payments	166,270	166,270	166,270	0.0%	
Contracts	3,416,252	4,945,424	606,414	-87.7%	Reflects end of NDMP funding
All Other incl. Deferred Revenues	78,062	78,062	395,142	406.2%	2020 budgets did not include some year end deferrals
Total Funding	8,088,113	9,314,530	3,583,802	-61.5%	
Expenditures					
Wages & Benefits	1,352,456	1,254,443	1,296,117	3.3%	
Training, PPE, Travel Reimbursements	18,300	6,600	13,600	106.1%	Compared to reduced COVID budget
Legal, Audit, Insurance, Banking	30,965	30,595	30,300	-1.0%	Has not been updated with latest insurance estimates
Consulting and Services	236,161	639,206	557,000	-12.9%	
Computers and Communications	61,000	39,550	43,250	9.4%	
Property, Utilities, Security	102,275	94,800	102,125	7.7%	
Contracted Services, incl. Flood Control	5,656,000	6,267,683	129,900	-97.9%	Reduced capital expenditures on London Dykes and due to changes in capitalization policy
Supplies	100,950	100,429	134,250	33.7%	Reflects change in capitalization policy
Depreciation Expense	585,912	573,969	588,903	2.6%	
Allocated Costs	586,931	572,208	621,700	8.6%	
Total Expenditures	8,730,950	9,579,483	3,517,145	-63.3%	
Surplus (Deficit) from these budgets	(642,837)	(264,953)	66,657		

FUNDING



EXPENDITURES



Environmental Planning & Regulations

What we do:

- Reduce the risk to life and property from natural hazards such as flooding and unstable slopes, and support safe development.
- Promote the maintenance and enhancement of natural heritage features and areas such as woodlands, wetlands, and threatened species, and protect groundwater resources and promote their wise use.
- Comply with legislative requirements under the Conservation Authorities Act.
- Assist municipalities with fulfilling their Planning Act responsibilities by identifying natural hazard areas and natural heritage features, and providing policy support.

Examples:

- Review construction and approve projects in and around watercourses, flood plains, valley slopes, and wetlands to ensure development is safe for individuals and the community
- Provide land use planning advisory services to identify planning concerns related to natural hazards, natural heritage, development servicing, water quality, and natural resources
- Provide comments to assist municipalities with processing Official Plan and zoning by-law amendments, severances, variances and plans of subdivision
- Provide municipalities with access to policy and technical experts in various disciplines, including hydrology, hydrogeology, ecology, fisheries, engineering, bioengineering, stream morphology, and land use planning.
- Answer questions from the public regarding environmental aspects of land use planning
- Respond to property inquiries and mapping requests (legal, real estate, and general information)
- Administer approvals and investigate violations related to regulations made pursuant to the Conservation Authorities Act
- Screen and comment on mitigation related to projects requiring federal Fisheries Act review or approval
- Increase implementation of green infrastructure (Low Impact Development) through pilot projects and professional development opportunities



Source Protection Planning

What we do:

- Deliver programs and services related to the conservation authority's duties, functions and responsibilities as a source protection authority under the Clean Water Act, 2006.
- Maintain local governance and capacity to facilitate and coordinate source protection initiatives for the Thames-Sydenham and Region.
- Engage local and regional stakeholders, provide source protection expertise, and coordinate local activities that support the implementation and updating of the Thames-Sydenham and Region Source Protection Plan.
- Monitor and report on Source Protection Plan implementation progress within the Thames-Sydenham and Region in accordance with requirements set out in the Act.
- Provide maintenance and operation of an informed and engaged local, multi-stakeholder Source Protection Committee for the Thames-Sydenham and Region to guide the local planning process.

Examples:

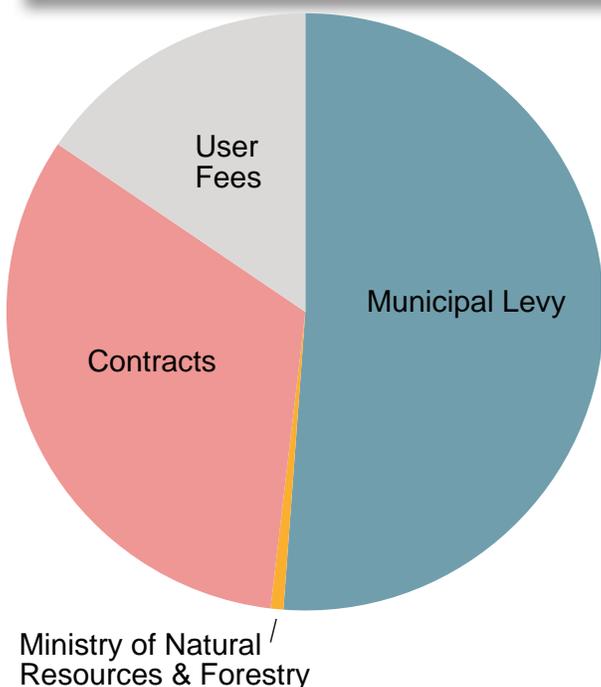
- Undertake work to update the Assessment Reports and Source Protection Plan (SPP) to protect human health and municipal drinking water sources (quality and quantity) by addressing implementation challenges, adding new scientific or technical information, or when a new drinking water system is added or changed.
- Receive and maintain information related to the monitoring policy summaries from municipalities and other implementing bodies, including analyzing and interpreting the information received to report on implementation progress to local stakeholders and the Province.
- Issue confirmation notices to municipal drinking water system owners, as required under the Act, for new and changing municipal residential drinking water systems.
- Provide advice to stakeholders on the review of local applications, planning proposals, or decisions in vulnerable areas to ensure SPP policies are considered.
- Provide Risk Management Services to assist participating municipalities in implementing the SPP through risk management, prohibition, and restricted land use policies. Education and outreach are key policy priorities to deliver an effective program.
- Collaborate with municipalities and conservation authorities to develop and operate the Local Source Water Information Management System to assist municipalities in meeting their obligations under the Clean Water Act and Source Protection Plans.



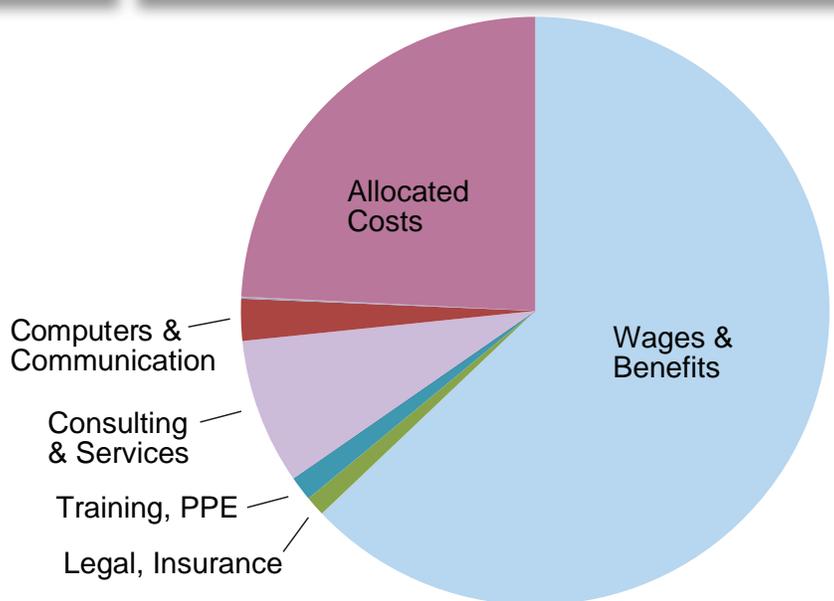
Environmental Planning & Regulations

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
Municipal Levies	1,359,434	1,049,397	1,104,886	5.3%	
Government Transfer Payments	14,947	14,947	14,943	-0.0%	
Contracts	689,389	724,566	704,571	-2.8%	
User Fees	315,000	390,000	335,000	-14.1%	Adjusted to pre-COVID level
All Other incl. Deferred Revenues	85,381	47,212	-	0.0%	
Total Funding	2,464,151	2,226,122	2,159,400	-3.0%	
Expenditures					
Wages, Benefits, Per Diems	1,453,361	1,327,506	1,486,509	12.0%	Increase in capacity for regulations timelines
Training, PPE, Travel Reimbursements	28,200	25,900	25,900	0.0%	
Legal, Audit, Insurance, Banking	41,750	23,250	31,800	36.8%	Increase to pre-COVID as courts proceeding after delays
Advertising and Promotion	1,000	-	-	0.0%	
Consulting and Services	160,000	176,000	189,560	7.7%	
Computers and Communications	41,250	54,350	54,350	0.0%	
Property, Utilities, Security	1,750	1,700	1,700	0.0%	
Supplies	800	900	900	0.0%	
Allocated Costs	525,861	499,290	572,444	14.7%	
Total Expenditures	2,253,972	2,108,896	2,363,163	12.1%	
Surplus (Deficit) from these budgets	210,179	117,226	(203,763)		

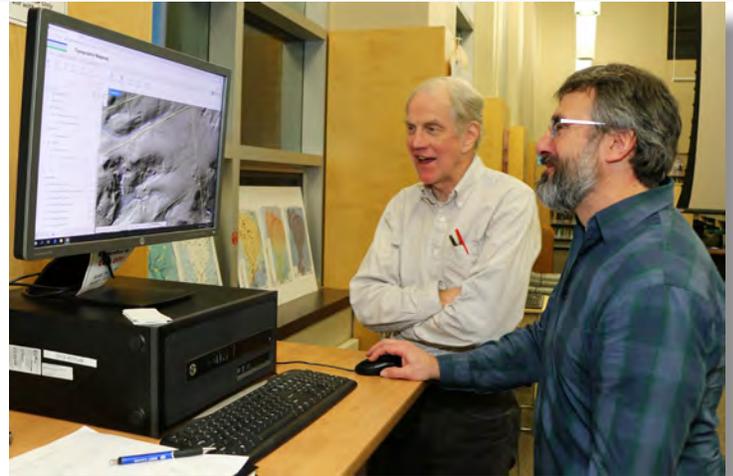
FUNDING



EXPENDITURES



Watershed Planning, Research & Monitoring



What we do:

- Undertake environmental monitoring including collecting, analyzing, and reporting on data for surface water and groundwater quality, stream health, fisheries, habitat, and species at risk.
- Compile and maintain a comprehensive environmental monitoring database that is integrated and available to watershed partners, and is commonly accessed by development proponents in watershed municipalities when undertaking technical studies or assessments associated with land development activities.
- Produce concise state of the environment reporting every 5 years in a Watershed Report Card document, to understand current local (subwatershed) health and emerging trends as a basis for setting environmental management priorities and inspiring local environmental action.
- Develop and maintain watershed, subwatershed, and property specific management plans in cooperation with government agencies, municipalities, and community groups.
- Implement research studies to fill resource information gaps and develop innovative methods of protecting and enhancing watershed resources, including natural heritage systems studies, water quality assessments, and management plans.

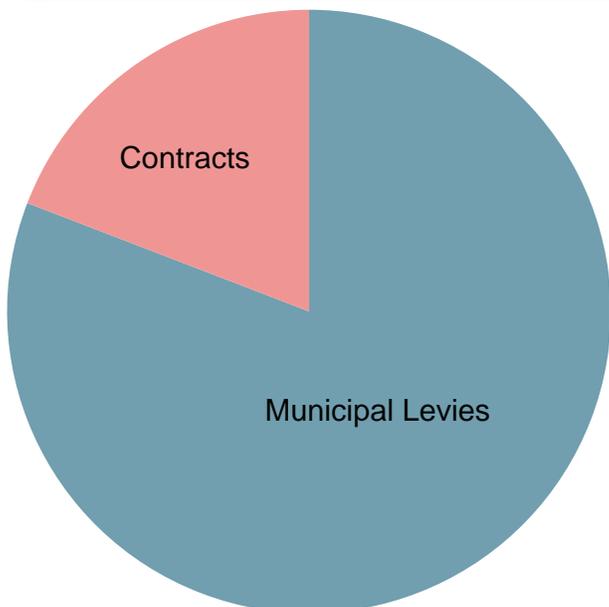
Examples:

- Monitor groundwater at 24 sites as part of the Provincial Groundwater Monitoring Information System in partnership with the Ministry of the Environment, Conservation and Parks (MECP)
- Collect and analyze surface water samples at 24 sites as part of the Provincial Water Quality Monitoring Network in partnership with the MECP and local Health Units
- Undertake expanded water quality and stream health monitoring, in support of efforts identified in the UTRCA Strategic Plan and in partnership with member municipalities
- Monitor aquatic community health including benthic invertebrates, fisheries, and species at risk to identify priority areas for implementation of best management practices and stewardship
- Participate in senior government working groups related to development of a Domestic Action Plan to reduce phosphorus loads to Lake Erie
- Develop and maintain Geographic Information System (GIS) databases, performing spatial analysis and producing mapping and GIS tools to support watershed planning initiatives, assist in property management, and support regulatory activities
- Develop land management plans for UTRCA properties, such as the Cade Tract, Lowthian Flats, and Fullarton area lands, in partnership with the Conservation Areas and Lands & Facilities units
- Provide technical support and review for applications related to planning advisory services
- Study species at risk and their habitat requirements that are indicators of watershed health
- Develop natural heritage system studies to determine significance, spatially quantify gains and losses, and identify areas of concern as well as areas with potential for enhancement.
- Work with a broad range of stakeholders, including municipalities, First Nations and senior government, in the Thames River Clear Water Revival collaborative, to produce and implement *The Thames River (Deshkan Ziibi) Shared Waters Approach to Water Quality and Quantity*, which focuses shared water management objectives and supports efforts to address local and Great Lake water quality and quantity issues.
- Gather long term data and create information to measure outcomes related to the UTRCA Environmental Targets Strategic Plan and to guide work to improve environmental health
- Advocate for clean water and natural heritage feature protection and restoration in the watershed, as identified in UTRCA Environmental Targets

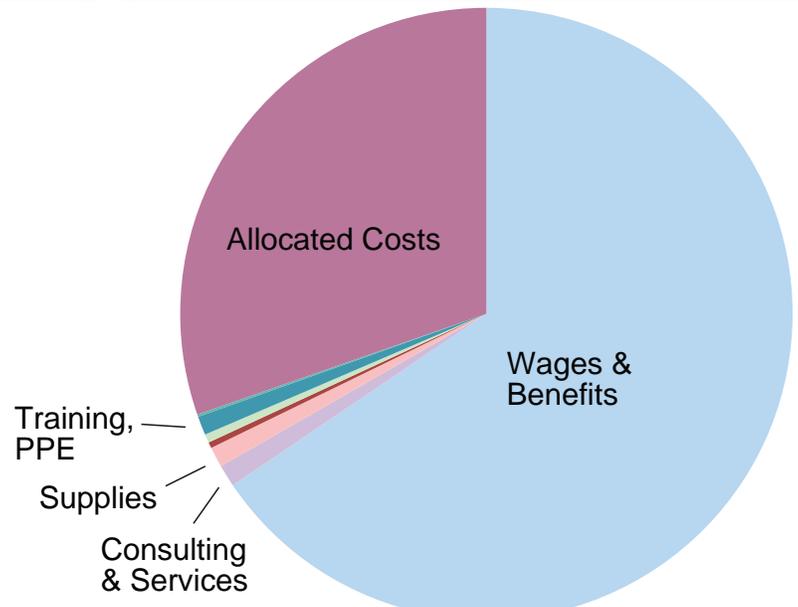
Watershed Planning, Research & Monitoring

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
Municipal Levies	722,775	722,720	656,146	-9.2%	
Contracts	180,450	334,922	155,400	-53.6%	Multi-year contract ending, less contract opportunity
All Other incl. Deferred Revenues	25,734	44,084	3,000	-93.2%	No deferred revenue
Total Funding	928,959	1,101,726	814,546	-26.1%	
Expenditures					
Wages & Benefits	747,122	697,387	728,616	4.5%	
Training, PPE, Travel Reimbursements	10,700	3,400	12,850	277.9%	
Advertising and Promotion	50	-	100		
Consulting and Services	10,000	83,229	12,000	-85.6%	
Computers and Communications	3,550	2,368	3,500	47.8%	
Contracted Services	5,000	5,000	5,000	0.0%	
Supplies	14,600	15,150	11,000	-27.4%	
Depreciation Expense	2,176	1,442	1,442	0.0%	
Allocated Costs	327,236	301,865	337,310	11.7%	
Total Expenditures	1,120,434	1,109,841	1,111,818	0.2%	
Surplus (Deficit) from these budgets	(191,475)	(8,115)	(297,272)		

FUNDING



EXPENDITURES



Conservation Services



What we do:

- Address soil and water quality concerns by providing comprehensive face-to-face in-field and in-stream conservation planning services, technical services, and engineering planning and design.
- Address locally identified water quality and wildlife habitat impairment issues.
- Improve water quality and habitat for fish and wildlife, and reestablish natural aquatic linkages.
- Offer a range of tree planting and woodlot management services, and increase natural cover to improve water quality, provide wildlife and pollinator habitat, and build climate change resiliency.
- Deliver the Clean Water Program (CWP), which provides a one-window service for rural landowners to access technical assistance and financial incentives for implementing best management practices (BMPs) that improve surface water and groundwater quality and soil health, and contribute to sustainable agricultural operations. The CWP is funded by the Counties of Oxford, Middlesex and Perth, Town of St. Marys, and Cities of Stratford and London, with additional funding leveraged from industry, government, foundations, and donations.

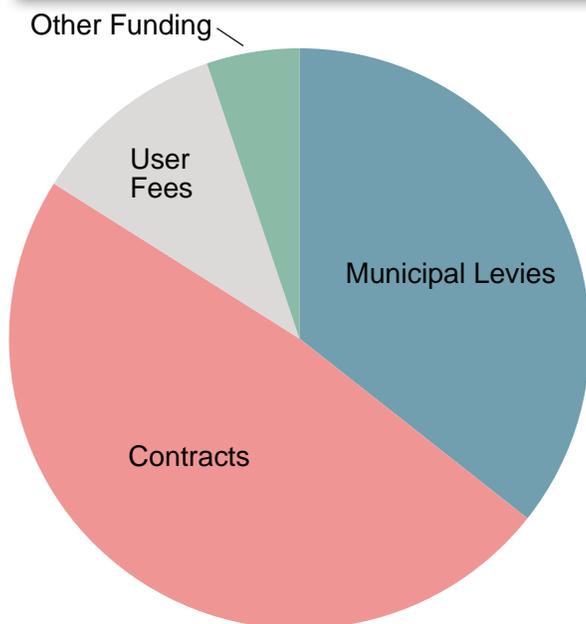
Examples:

- Deliver a wide range of BMPs through the CWP, which provides more than \$240,000 in grants to an average of 150 projects annually, approved by the local CWP committee. The CWP has completed over 4500 projects since 2001, including 3300 projects cost shared (\$11 million in capital project value plus landowner inputs of \$4.6 million).
- Deliver Medway Creek watershed phosphorus reduction research and demonstration projects partnering with Environment and Climate Change Canada (ECCC) and the Ontario Ministry of Agriculture, Food & Rural Affairs (OMAFRA)
- Lead cutting-edge research and demonstration projects focused on agricultural stewardship efforts to reduce nutrients in the Thames River and improve the health of Lakes St. Clair and Erie. Projects bring additional investment into the watershed and offset costs to municipalities (e.g., \$300,000/3 years from ECCC; \$280,000/3 years from Agriculture & Agri-Food Canada (AAFC)).
- Lead information sharing and coordinate innovation through research, demonstration projects, workshops, and field tours, in partnership with landowners, agencies, academia, and private sector. Examples include ONFARM, controlled drainage, engineered vegetated filter strips, saturated buffers, constructed wetlands, on-farm stormwater management, slag filters to remove phosphorus from barnyard and silage leachate runoff and from tile drainage systems, edge-of-field research to monitor phosphorus movement on cropland, and biofilters. Project partners include University of Waterloo, University of Guelph, Western University, Great Lakes and St. Lawrence Cities Initiative on the Thames River Phosphorus Reduction Collaborative, OMAFRA, AAFC, OSCIA and others.
- Partner with ECCC to establish and monitor water quality from agriculture-based subwatersheds
- Provide forestry services such as tree planting plans, woodlot management, invasive species control, planning and auditing for the Managed Forest Tax Incentive Program, and help source alternate funding to offset tree planting costs for landowners
- Implement naturalization projects through the Communities for Nature program, which gives 5,000 students and community members each year a hands-on educational experience and creates opportunity for private sector (e.g., TD, DANCOR, 3M Canada, Dillon Consulting, DANCOR, Home Hardware, Columbia Sportswear), service clubs, and donors to provide lands and/or financial support
- Coordinate Memorial Forest programs, in partnership with local funeral homes
- Plant 2,800,000 trees across the watershed since 1990 (approximately 2000 hectares)
- Partner with London Hydro to offer "Tree Power" program that sells 600 trees to London homeowners each year, and with Festival Hydro to launch a similar program in Stratford in 2021
- Participate in forest health research partnership with Canadian Forestry Service and Ministry of Natural Resources and Forestry (e.g., Emerald Ash Borer, Oak Wilt Disease, Beech Leaf Disease), and work with partners to preserve the genetics of native butternut trees

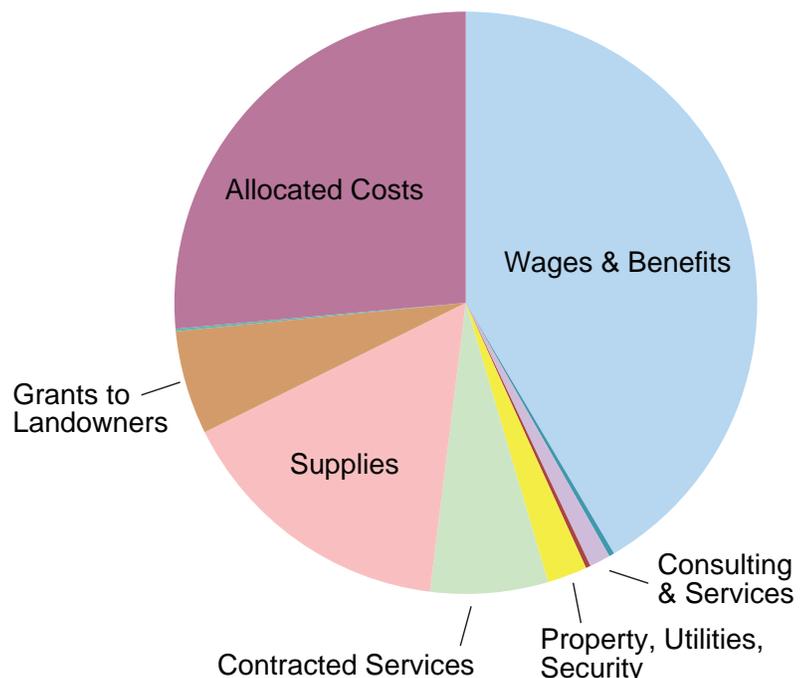
Conservation Services

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
Municipal Levies	664,335	664,335	635,621	-4.3%	
Contracts	713,366	876,146	862,250	-1.6%	
User Fees	163,000	128,000	194,000	51.6%	Related to tree planting deferral from 2020
All Other incl. Deferred Revenues	493,290	466,422	92,070	-80.3%	Some contracts ending, new ones coming on,
Total Funding	2,033,991	2,134,903	1,783,941	-16.4%	and extensions of existing agreements
Expenditures					
Wages & Benefits	819,854	721,088	737,937	2.3%	
Training, PPE, Travel Reimbursements	12,155	8,168	5,250	-35.7%	
Advertising and Promotion	4,000	4,000	-	0.0%	
Consulting and Services	22,700	22,700	20,700	-8.8%	
Computers and Communications	8,800	5,461	4,705	-13.8%	
Property, Utilities, Security	77,250	61,250	39,350	-35.8%	Contracts related
Contracted Services	147,000	110,000	116,000	5.5%	
Supplies	286,074	488,228	279,200	-42.8%	Contracts related
Flow through Expenses	149,715	91,797	102,550	11.7%	
Depreciation Expense	2,403	2,403	2,403	0.0%	
Allocated Costs	465,537	455,977	469,894	3.1%	
Total Expenditures	1,995,488	1,971,072	1,777,989	-9.8%	
Surplus (Deficit) from these budgets	38,503	163,831	5,952		

FUNDING



EXPENDITURES



Lands & Facilities



What we do:

- Create value for the environment by providing safe access to UTRCA-owned/managed lands and permitted outdoor recreational opportunities.
- Work in partnership with the community to ensure the long-term protection of natural areas, such as woodlands and wetlands. Hazard lands and wetlands were acquired for flood risk reduction and recreation, and contribute to natural heritage conservation and water quality protection (surface water and groundwater).
- Lease structures and properties to clubs, community groups, individuals, and municipalities for activities that complement the UTRCA's programs and services.
- Negotiate land management agreements with municipalities to permit free access to day use facilities.
- Land acquisition and disposition.

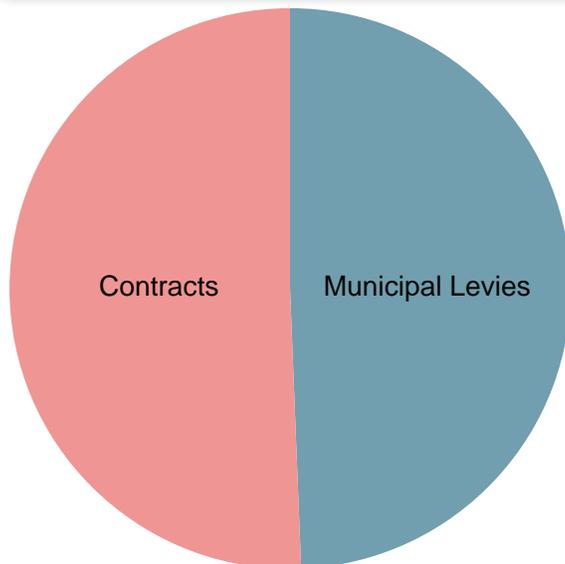
Examples:

- Own 1900 hectares of rural properties to ensure the long-term protection of natural areas, such as woodlands and wetlands, and provide a variety of passive recreational opportunities.
- Manage 11 Environmentally Significant Areas (ESAs) covering 735.6 hectares, under in an agreement with the City of London
- Work with the local community to implement ESA Conservation Master Plans, in partnership with the City of London
- Initiate asset management plan as per the UTRCA Strategic Plan
- Initiate or assist with capital development projects
- Manage UTRCA fleet vehicles and equipment system
- Manage/maintain Watershed Conservation Centre (LEED Platinum designation)
- Work with the local community to implement the Ellice and Gads Hill Swamps Management Strategy
- Perform comprehensive risk management and safety inspections on UTRCA-owned properties
- Assess hunting opportunities on UTRCA-owned properties and, where appropriate, implement a controlled hunting program
- Respond to infringement and encroachment related issues on UTRCA-owned properties
- Maintain a range of lease agreements for properties and structures, including:
 - o 7 community-based groups that manage and maintain our rural conservation areas
 - o More than 20 clubs that engage in recreational activities at Fanshawe, Wildwood, and Pittock Conservation Areas
 - o 80 cottages at two locations
- When acquiring lands for development of the reservoirs, the UTRCA was obliged to purchase entire holdings (farms); some of these lands are not needed to support the UTRCA's flood management and recreational programs, and are leased by community members, including:
 - o 24 UTRCA-owned agricultural properties totalling approximately 475 hectares
 - o Manage/maintain 7 storage buildings located throughout the watershed
- Partner with municipalities to control invasive species

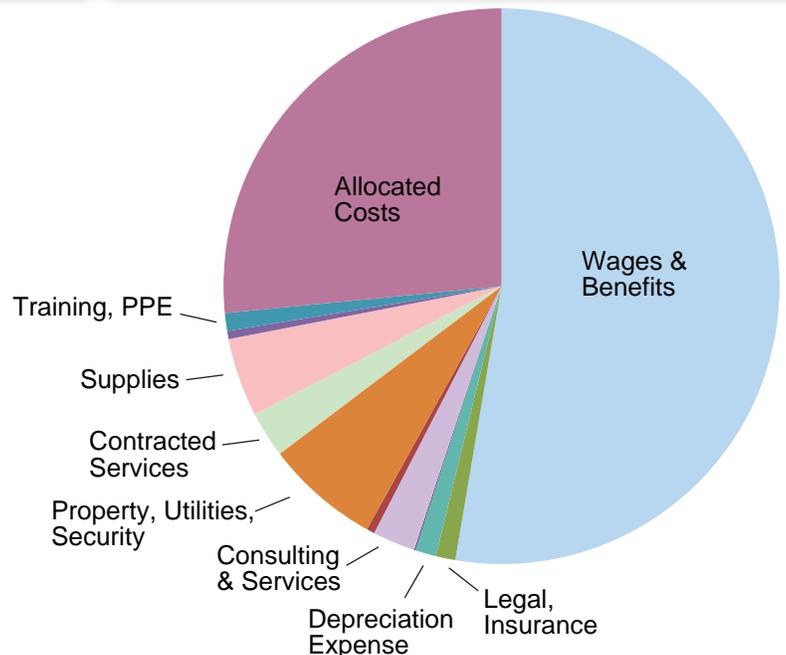
Lands & Facilities

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
Municipal Levies	750,720	750,720	783,877	4.4%	
Contracts	914,030	894,225	804,030	-10.1%	
User Fees	2,000	2,000	2,000	0.0%	
All Other incl. Deferred Revenues	32,000	101,878	-	0.0%	
Total Funding	1,698,750	1,748,823	1,589,907	-9.1%	
Expenditures					
Wages & Benefits	958,721	890,606	890,735	0.0%	
Training, PPE, Travel Reimbursements	20,200	12,000	19,200	60.0%	
Legal, Audit, Insurance, Banking	17,930	18,995	20,625	8.6%	
Advertising and Promotion	1,350	1,750	1,350	-22.9%	
Consulting and Services	44,000	12,000	42,000	250.0%	
Computers and Communications	7,800	7,800	7,800	0.0%	
Property, Utilities, Security	75,905	78,905	112,600	42.7%	Rental house removal and related costs
Contracted Services	21,000	17,500	45,000	157.1%	Hydro plant study
Supplies	91,449	59,399	77,600	30.6%	
Flow through Expenses	8,000	7,000	8,000	14.3%	
Depreciation Expense	17,572	17,572	17,572	0.0%	
Allocated Costs	482,613	400,864	448,973	12.0%	
Total Expenditures	1,746,540	1,524,391	1,691,455	11.0%	
Surplus (Deficit) from these budgets	(47,790)	224,432	(101,548)		

FUNDING



EXPENDITURES



Conservation Areas



What we do:

- Create value for the environment by providing recreational opportunities and facilities on 3200 hectares of conservation lands at Fanshawe, Wildwood and Pittock Conservation Areas for 650,000 visitors annually. These lands were acquired for the development of flood control reservoirs and also serve as multi-purpose recreational facilities.
- Provide safe access to UTRCA-owned lands and permitted activities, and improved access to facilities such as docks, boat launches, and trails.
- Participate in local job fairs and employ 60 seasonal staff annually to operate the recreational areas.

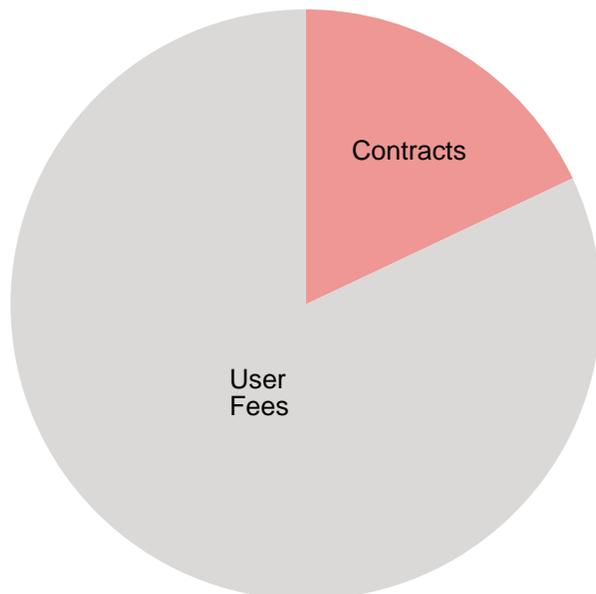
Examples:

- Provide more than 1300 seasonal and nightly camping sites, including back country camp sites
- Maintain more than 50 km of trail systems for biking, hiking and nature appreciation
- Provide water-based recreational opportunities including rental equipment
- Offer a variety of special events and environmental programs in partnership with local organizations
- Day use opportunities including picnic areas, playgrounds and pavilion rentals, disc golf, geocaching, sand volleyball, yoga classes
- Oversee and administer lease agreements for properties and structures, including:
 - o More than 20 clubs that engage in recreational activities at Fanshawe, Wildwood, and Pittock Conservation Areas
 - o 80 cottages at two locations
- Assistance with the delivering of the recreational hunting program with Lands and Facilities Unit
- Assist with a range of other UTRCA activities and programs, including:
 - o Flood control operations and snow course readings
 - o Providing and maintaining land base for Community Education programs
 - o Grounds maintenance and snow removal for the Watershed Conservation Centre
 - o Tree storage and pick up locations for tree planting programs
 - o Memorial forests and dedication services
- Land Management Agreement with the City of Woodstock for portions of the north shore and the entire south shore of Pittock Reservoir as well as the walkway across Pittock Dam
- Use our conservation areas as demonstration sites for other programs and services offered by the UTRCA (e.g., green infrastructure rain garden, fish habitat creation, shoreline erosion solutions)
- Ensure conservation area lands comply with applicable legislation
- Set annual goals and implement strategies to continue improving and expanding services and opportunities

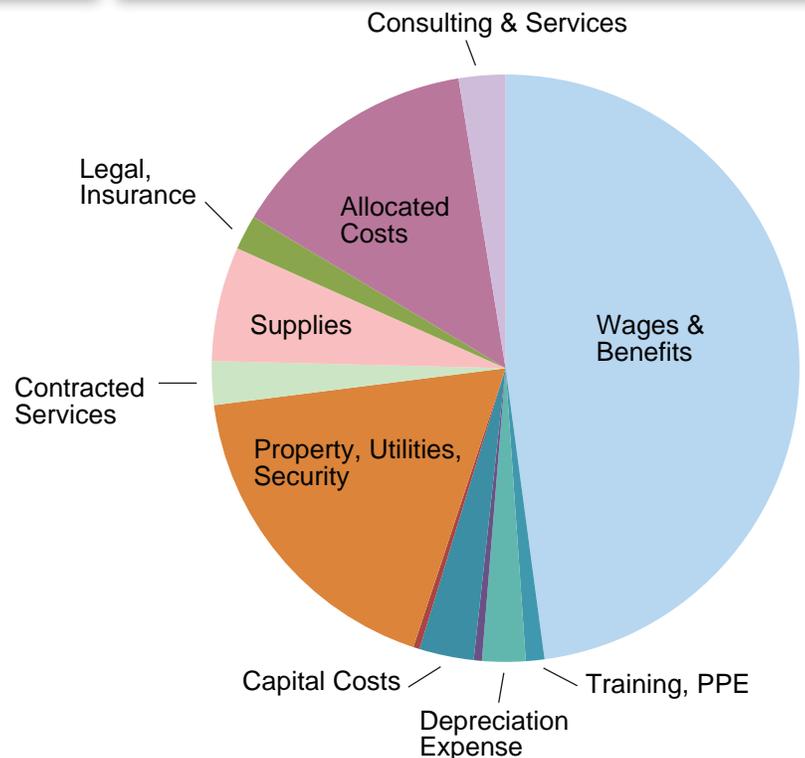
Conservation Areas

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
Contracts	854,031	801,331	775,118	-3.3%	
User Fees	3,707,056	2,525,862	3,537,502	40.1%	Based on pre-COVID operations
Total Funding	4,561,087	3,327,193	4,312,620	29.6%	
Expenditures					
Wages & Benefits	2,045,454	1,739,698	2,144,808	23.3%	Regular staff component
Training, PPE, Travel Reimbursements	55,400	26,579	45,700	71.9%	
Legal, Audit, Insurance, Banking	87,645	88,853	106,820	20.2%	25% increase in insurance
Advertising and Promotion	33,250	12,747	19,950	56.5%	
Consulting and Services	171,550	95,000	134,500	41.6%	
Computers and Communications	31,750	16,250	15,350	-5.5%	
Property, Utilities, Security	952,355	678,740	802,388	18.2%	
Contracted Services	55,000	46,000	107,500	133.7%	Pool upgrades, water heater replacements
Supplies	292,650	200,820	282,300	40.6%	
Depreciation Expense	91,651	84,319	85,601	1.5%	
Allocated Costs	679,564	760,334	619,443	-18.5%	
Mission Centre Capital Costs	185,000	-	115,000		Electrical services (Electrical Safety Authority order)
Total Expenditures	4,681,269	3,749,340	4,479,360	19.5%	
Surplus (Deficit) from these budgets	(120,182)	(422,147)	(166,740)		

FUNDING



EXPENDITURES



Community Partnerships



What we do:

- Create value for a healthy environment by providing opportunities to experience and learn about conservation.
- Motivate watershed residents to adopt stewardship actions that protect and restore the environment, by facilitating access to environmental and conservation information, and involvement in stewardship activities.
- Build capacity in local communities by providing hands-on learning opportunities to address local environmental concerns.

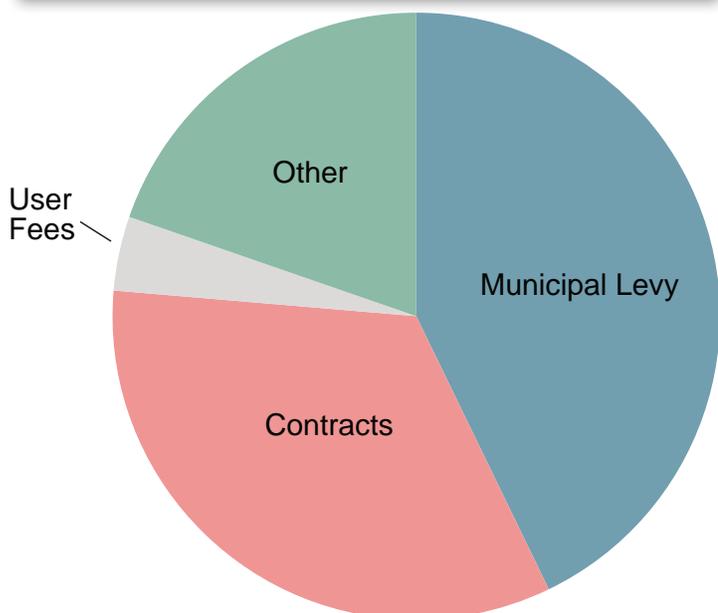
Examples:

- Work with watershed "Friends of" groups, NGOs, trail councils, neighbourhood associations, and service clubs to address local environmental concerns, implement stewardship projects, and build capacity in local communities, including ongoing projects in the Medway, South Thames, Cedar Creek, Stoney, and Forks watersheds, and the Dorchester Mill Pond
- Help landowners, community groups, and municipalities access funding for environmental projects
- Facilitate involvement of the community, industry and corporations in environmental clean ups and community events
- Provide a wide range of curriculum-based programming to more than 20,000 students at Fanshawe and Wildwood Outdoor Education Centres each year
- Provide environmental education programs and hands-on resource management opportunities in local natural areas and in class, to students and community groups (e.g., stream health monitoring, stream rehabilitation, Watershed Report Card program, Wetlands Education program)
- Build partnerships with First Nation communities
- Partner with watershed school boards to develop and implement a wide range of curriculum-based environmental education programs, including flooding, stormwater, and water safety programs, secondary school environmental program certifications, as well as installing Low Impact Development (LID) projects at local schools
- Partner with the private sector (e.g., Toyota, Start.ca, GM, Cargill Cares, Ontario Power Generation, service clubs) to offer programs such as GREEN ecoSTEM, Watershed Report Card, Wetlands Education, and River Safety
- Implement flood safety community outreach programs and Conservation Area programming
- Assist communities in learning about and implementing LID for stormwater projects, including hosting professional development and training and the Stream of Dreams program
- Work with corporate partners to involve the community in the naturalization of industrial properties (GM Canada - Ingersoll, Toyota - Woodstock)
- Partner with the City of Woodstock to re-naturalize Burgess Park and restore the Brick Ponds Wetland Complex
- As a member of the Oxford County Trails Council, assist with developing and promoting trails throughout Oxford County, while protecting and enhancing natural heritage within trail corridors
- Coordinate the 2021 Perth County Children's Water Festival

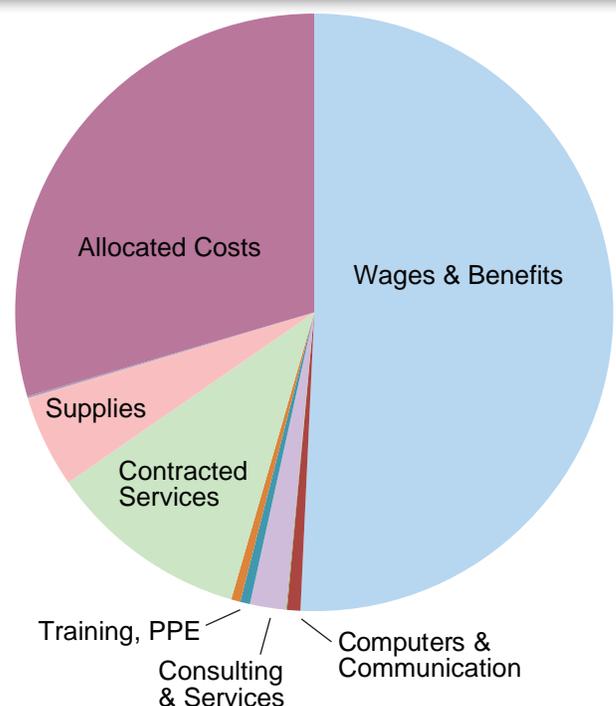
Community Partnerships

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
Municipal Levies	661,189	661,189	686,896	3.9%	
Contracts	266,845	392,533	538,050	37.1%	
User Fees	125,000	65,800	63,500	-3.5%	
All Other incl. Deferred Revenues	250,794	253,804	315,942	24.5%	
Total Funding	1,303,828	1,373,326	1,604,388	16.8%	
Expenditures					
Wages, Benefits, Per Diems	723,422	727,083	771,778	6.1%	
Training, PPE, Travel Reimbursements	7,900	10,427	10,900	4.5%	
Advertising and Promotion	8,400	2,500	800	-68.0%	
Consulting and Services	45,700	21,500	29,700	38.1%	
Computers and Communications	6,500	8,000	8,000	0.0%	
Property, Utilities, Security	13,700	9,700	7,600	-21.6%	
Contracted Services	-	24,000	165,480	589.5%	Deferred Low Impact Development work and trail erosion control
Supplies	90,600	125,250	75,970	-39.3%	Bus transport not required in 2021
Flow through expenses	8,000	1,900	200	-89.5%	
Depreciation Expense	1,442	1,442	1,442	0.0%	
Allocated Costs	396,195	376,287	449,404	19.4%	
Total Expenditures	1,301,859	1,308,089	1,521,274	16.3%	
Surplus (Deficit) from these budgets	1,969	65,237	83,114		

FUNDING



EXPENDITURES



Corporate & Support Services

What we do:

- Provide finance, human resources, administrative, and marketing and communications support for the UTRCA's staff, Board of Directors, and programs. Corporate Services costs are allocated among the programs of the UTRCA.
- Ensure cost-effective programs and accountability to the community, partners, and municipal and senior governments.
- Inform staff, members, stakeholders and the public of the UTRCA's programs and policies.
- Maintain competent, highly trained, safe, and motivated staff to implement the UTRCA's programs.
- Maintain efficient systems and equipment to support the organization.

Examples:

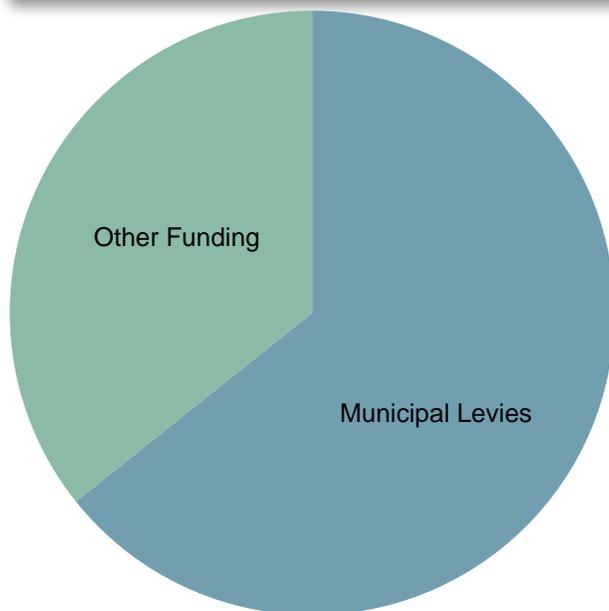
- Corporate and strategic planning, governance policy development, and implementation
- Financial control support including development of procedures, systems integration and efficiency projects such as internal audit practices
- Human resources administration, benefits administration
- Payroll and health and safety initiatives
- Engage communities of interest through interactive social media channels
- Assess community needs and opportunities through communications and marketing
- Administrative, clerical, systems, communications and graphic design support
- Provide information products including printed materials, GIS mapping, Geoportal, and websites to watershed residents, the Board of Directors and staff
- Professional development opportunities
- Coordinate community volunteers



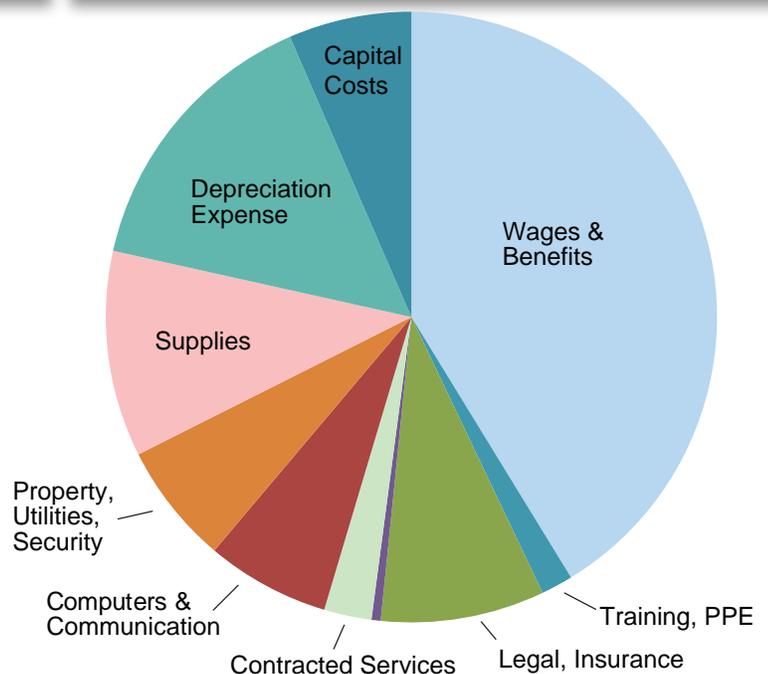
Service Cost Centres

	Pre-Covid Approved 2020 Budget	Final 2020 Budget	Draft 2021 Budget	% Change from Final 2020 Budget	Notes (see page 4 for list of acronyms)
Funding					
Municipal Levies	208,804	208,804	212,640	1.8%	
Contracts	500	500	500	0.0%	
User Fees	3,500	7,090	-	0.0%	
All Other incl. Deferred Revenues	273,311	122,028	118,226	-3.1%	
Total Funding	486,115	338,422	331,366	-2.1%	
Expenditures					
Wages, Benefits, Per Diems	2,100,413	2,044,301	2,050,514	0.3%	
Training, PPE, Travel Reimbursements	66,050	65,900	52,010	-21.1%	
Legal, Audit, Insurance, Banking	223,995	256,072	268,013	4.7%	25% increase to insurance here and across unit budgets
Advertising and Promotion	14,350	8,000	15,000	87.5%	
Consulting and Services	110,475	60,825	77,725	27.8%	
Computers and Communications	176,575	175,275	202,375	15.5%	
Property, Utilities, Security	167,172	172,152	198,696	15.4%	
Supplies	341,136	275,400	337,132	22.4%	
Depreciation Expense	520,817	472,194	464,071	-1.7%	
Allocated Costs	(3,463,673)	(3,366,823)	(3,512,458)	0.0%	
Mission Centre Capital Costs	176,500	151,500	201,000	32.7%	Includes servers, vehicles and equipment
Total Expenditures	433,810	314,796	354,077	12.5%	
Surplus (Deficit) from these budgets	52,305	23,626	(22,711)		

FUNDING



EXPENDITURES



2021 UTRCA Draft Budget: Municipal Levy

November 24, 2020

Municipality	2020 CVA	2021 CVA	Current Year Operations											Year over Year Increase	
			General Levy		Operating Reserve Levy		Dam & Flood Control Levy <i>(see table below for details)</i>		Specific Project Funding		Total Municipal Operational Funding		\$	%	
			2020	2021	2020	2021	2020	2021	2020	2021	2020	2021			
Oxford County	16.6248	16.7232	666,378	677,025	5,599	5,688	207,545	260,785			879,522	943,498	63,976	7.3%	
London	64.4956	64.2138	2,585,200	2,599,643	21,721	21,842	995,633	1,060,981	105,000	106,050	3,707,554	3,788,516	80,962	2.2%	
Lucan Biddulph	0.3277	0.3434	13,135	13,902	110	117	2,401	2,587			15,646	16,606	960	6.1%	
Thames Centre	3.2126	3.2227	128,772	130,468	1,082	1,096	28,831	29,576			158,685	161,140	2,455	1.5%	
Middlesex Centre	2.3441	2.3789	93,959	96,308	789	809	17,173	17,919			111,921	115,036	3,115	2.8%	
Stratford	7.2473	7.2867	290,496	294,996	2,441	2,478	89,080	94,456			382,017	391,930	9,913	2.6%	
Perth East	1.4206	1.4489	56,942	58,658	478	493	13,045	13,514			70,465	72,665	2,200	3.1%	
West Perth	1.4523	1.4898	58,213	60,313	489	507	52,033	52,583			110,735	113,403	2,668	2.4%	
St. Marys	1.4767	1.458	59,191	59,026	497	496	31,611	33,744			91,299	93,266	1,967	2.2%	
Perth South	1.1961	1.2295	47,944	49,775	403	418	8,735	9,261			57,082	59,454	2,372	4.2%	
South Huron	0.2023	0.205	8,109	8,299	68	70	1,478	1,544			9,655	9,913	258	2.7%	
Zorra	0	0	-	-	-	-	8,500	8,500			8,500	8,500	-	0.0%	
Southwest Oxford	0	0	-	-	-	-	5,610	5,610			5,610	5,610	-	0.0%	
TOTAL	100	100	4,008,339	4,048,414	33,677	34,014	1,461,675	1,591,060	105,000	106,050	5,608,691	5,779,537	170,846	3.0%	
Contribution to increase					0.7%	0.0%							2.3%	0.0%	

Municipality	2020	2021	Capital Investments								Year over Year Increase		
			Capital Maintenance		Flood Control Capital Levy				Total Municipal Capital Funding		\$	%	
			2020	2021	Structure	2020	2021	2020	2021				
Oxford County	29,114	29,872	Pittock Dam, Ingersoll Channel	125,000	100,000	154,114	129,872	(24,242)	-15.7%	1,033,636	1,073,370	39,734	3.8%
London	112,949	114,704	Total Structures ¹	2,600,000	381,156	2,712,949	95,860	(2,217,089)	-81.7%	6,420,503	4,284,376	(2,136,127)	-33.3%
Lucan Biddulph	574	613				574	613	39	6.8%	16,220	17,219	999	6.2%
Thames Centre	5,626	5,757				5,626	5,757	131	2.3%	164,311	166,897	2,586	1.6%
Middlesex Centre	4,105	4,249				4,105	4,249	144	3.5%	116,026	119,285	3,259	2.8%
Stratford	12,692	13,016	RT Orr Dam		-	12,692	13,016	324	2.6%	394,709	404,946	10,237	2.6%
Perth East	2,488	2,588				2,488	2,588	100	4.0%	72,953	75,253	2,300	3.2%
West Perth	2,543	2,661	Mitchell Dam, Fullarton Dam	5,000	19,500	7,543	22,161	14,618	193.8%	118,278	135,564	17,286	14.6%
St. Marys	2,586	2,604	Wildwood Dam	50,000	30,723	52,586	33,327	(19,259)	-36.6%	143,885	126,593	(17,292)	-12.0%
Perth South	2,095	2,196				2,095	2,196	101	4.8%	59,177	61,650	2,473	4.2%
South Huron	354	366				354	366	12	3.4%	10,009	10,279	270	2.7%
Zorra	-	-	Harrington \$5K, Embro \$1.5K	6,500	6,500	6,500	6,500	-	-	15,000	15,000	-	0.0%
Southwest Oxford	-	-				-	-	-	-	5,610	5,610	-	0.0%
TOTAL	175,126	178,626		2,786,500	537,879	2,961,626	716,505	(2,245,121)	-75.8%	8,570,317	6,496,042	(2,074,275)	-24.2%

¹Total Structures - City of London:

Structure	\$ 2020	\$ 2021
Fanshawe Dam	50,000	25,000
Wildwood & Pittock Dams	100,000	100,000
Vegetation Management	40,000	-
London Dykes	2,410,000	256,156
Total London Structures	2,600,000	381,156

2021 UTRCA Draft Budget: Dam & Flood Control Levy - Details

Municipality	CVA Rates				Special Benefitting Rates										Total Dam and Flood Control Levy			
			Forecasting, Planning & Tech Studies		Small Holdings		Wildwood Dam		Pittock Dam		100% Structures & Projects				2020	2021		
	2020	2021	2020	2021	2020	2021	%	2020	2021	%	2020	2021	2020	2021				
Oxford County	16.625	16.723	118,252	121,574	1,160	1,146	1.00	1,232	1,416	62.10	69,896	113,649	Ingersoll Channel	17,005	23,000	207,545	260,785	
London	64.496	64.214	458,757	466,822	4,502	4,399	83.85	106,574	118,362	36.75	41,450	67,258	Total Structures ²	384,350	404,140	995,633	1,060,981	
Lucan Biddulph	0.328	0.343	2,331	2,496	23	24	0.02	25	29	0.02	22	38				2,401	2,587	
Thames Centre	3.213	3.223	22,851	23,428	224	221	0.19	242	273	0.19	214	354	Dorchester Mill Pond and CA Dams (\$2,650 ea)	5,300	5,300	28,831	29,576	
Middlesex Centre	2.344	2.379	16,673	17,294	164	163	0.14	178	201	0.14	158	261				17,173	17,919	
Stratford	7.247	7.287	51,550	52,973	506	499	0.44	559	617	0.44	495	800	RT Orr Dam (\$36,067) & Channel (\$3,500)	35,970	39,567	89,080	94,456	
Perth East	1.421	1.449	10,104	10,533	99	99	0.09	102	123	0.09	90	159	Shakespeare Dam	2,650	2,600	13,045	13,514	
West Perth	1.452	1.490	10,330	10,831	101	102	0.09	102	126	0.09	90	164	Mitchell Dam (\$38,760) & Fullarton Dam (\$2600)	41,410	41,360	52,033	52,583	
St. Marys	1.477	1.458	10,504	10,599	103	100	14.09	17,908	19,885	0.09	112	160	St. Marys Floodwall	2,984	3,000	31,611	33,744	
Perth South	1.196	1.230	8,508	8,938	83	84	0.07	76	104	0.07	68	135				8,735	9,261	
South Huron	0.202	0.205	1,439	1,490	14	14	0.01	13	17	0.01	12	23				1,478	1,544	
Zorra					-	-							-	Harrington & Embro Dams	8,500	8,500	8,500	8,500
Southwest Oxford					-	-							-	Centreville Dam	5,610	5,610	5,610	5,610
TOTAL	100	100	711,299	726,978	6,979	6,851	100	127,011	141,153	100	112,607	183,001		503,779	533,077	1,461,675	1,591,060	

²Total Structures - City of London:

Structure	\$ 2020	\$ 2021
Fanshawe Dam	309,919	356,140
Springbank Dam	38,000	10,000
London Dykes/ Erosion Control	36,431	38,000
Total London	384,350	404,140

2021
Draft Budget
November 24, 2020

FORMAL REPORT

To: Mayor Strathdee and Members of Council

Prepared by: Jenna McCartney, Clerk

Date of Meeting: 19 January 2021

Subject: **ADMIN 03-2021 Review of 2021 Community Grant Applications**

PURPOSE

The purpose of this staff report is to facilitate Council's review and approval of the 2021 Community Grant applications received.

RECOMMENDATION

THAT ADMIN 03-2021 Review of the 2021 Community Grant Applications report be received for discussion and direction to staff.

BACKGROUND

The goal of the Community Grant program is to provide a small amount of funds to eligible groups who plan to organize an activity, project or program in St. Marys that supports one of four areas of strategic focus: Culture and Recreation, Balanced Growth, Economic Development, and Housing.

The following are a few key points from the Community Grant Policy that Council should keep in mind when reviewing the applications for 2021:

- Funds are not intended to provide day to day operating support for an organization.
- The Town and the grant program should not be considered the only source of funding for a project.
- The guideline for cash funding requests is up to 25% of the project budget, or \$5,000, whichever is the lesser amount.
- The guideline for in-kind funding requests is a maximum of \$2,000 per applicant.
- Council may waive the 25% granting cap and approve grant funds up to \$5,000. The Policy sets out that this is only to occur in situations of unique financial need, and/or if 25% of an applicant's budget is less than \$5,000
- Building and Planning fees are not eligible to be waived.

As a reminder to Council, direction has been provided within this term of Council that the following organizations, should they apply to the program, be considered part of the base budget funding:

- United Way Perth Huron, \$7,265 representing \$1 per resident
- St. Marys DCVI Scholarship, \$750
- St. Michaels Catholic High School Scholarship, \$750
- Canada Day Parade, \$2,000

In addition to the organizations mentioned above, the following organizations have been in receipt of external transfers in years past:

- St. Marys Healthcare Foundation, \$50,000
- Station Gallery, \$10,000

2020 brought a number of implications to the funding approvals for the 2020 Community Grant program. Council approved 13 applications. In addition to the funds through the Community Grant program, Station Gallery was approved \$10,500 for their annual operations.

The table below exhibits the organizations that received approval in 2020 through the Community Grant program and the status of the event and funding request as at the end of 2020. **Red** represents events that were cancelled, **yellow** represents events that were implemented partially, and **green** represents those events and organizations that received the full funding request.

Requestor	2020 In-Kind	2020 Cash	Council Direction
The Stonetown Show Case	\$2,000	\$5,000	\$0
Homecoming 2020	\$2,000	\$5,000	\$0
CBHFM	\$2,000	\$5,000	\$0
Celebrate St. Marys	\$300		\$0
Goals (Giving Our Adolescents Living Skills)	\$0	\$3,138	Release \$857 (April 28)
St. Marys Kinsmen Club	\$1,500	\$4,000	\$0
St. Marys Minor Soccer		\$1,909	\$0
The Front Porch Show		\$950	\$0
Giving Tuesday St. Marys		\$550	Release \$550 (Nov)
St. Marys Lincolns	\$0	\$8,565.40	Release \$3,700 (April 28)
United Way Perth Huron		\$7,265.00	Release \$7,265 (April 28)
DCVI Scholarship		\$750.00	Release \$750 (Oct 1)
St. Michael Catholic School Scholarship		\$750.00	Release \$750 (Oct 1)

In light of Council's ongoing conversation around community and social wellness, staff have included the 2020 United Way Perth Huron final report that draws attention to the many initiatives that have been implemented in St. Marys to support the community.

REPORT

The draft 2021 draft operating budget initially included \$61,000 to fund the annual Community Grant program. This budgeted amount is an increase from the regular \$46,000 that is budgeted each year. The funding for this program is drawn from the interest realized from the PUC Reserve Fund investments. The split of the budget is as follows:

- \$46,000 for the “typical” grant program applications.
- An additional \$15,000 was included as a contingency due to the unknowns of COVID-19. This was done in the event there were unknown community pressures on volunteer groups and service clubs that lead to an increase in applications. As Council will see below, this did not occur.

The Town is in receipt of 14 applications in addition to the standard request from the St. Marys Healthcare Foundation.

Staff have conducted a preliminary review of each request as provided within the Policy. An analysis has been provided for each application along with a recommendation from staff. Applications have been split into three categories in the attachment signifying those deemed eligible, those requiring direction from Council regarding eligibility (see yellow flags) and those deemed to have ineligible components (see red flags).

FINANCIAL IMPLICATIONS

The 2021 Draft budget includes the regular \$46,000 for “typical” community grants, \$50,000 for Hospital Foundation, and \$10,000 for Station Gallery; funded from the PUC reserve investment income. In light of the implications posed by COVID-19, an additional \$15,000 has been earmarked for this program.

The total amount requested from the 2021 application-based community grant program:

In-Kind:	\$5,400
Cash:	\$47,845.00 (including base budget items)

The amount available to the 2021 community grants applicants is \$46,000.

The applications represent an overage **\$1,845.00** over the draft 2021 budget.

(Note: the Station Gallery grant is not deducted from the above as it is an external transfer budget and has no impact on reducing the Community Grant budget.)

As stated above, With the unknowns of COVID-19, staff had included an extra \$15,000 in the Community Grants budget. While the need based on our community grants applications does not require all of the extra funding, it may be useful for Council to keep the budget available in case further needs come forward. There has been some discussion at the Business Task Force that our community volunteer groups may need assistance; as well, there may be further opportunities to fund new community events if in person events continue to be restricted (New Year’s fireworks as an example).

Within the Director of Finance’s budget summary report Council is asked to decide if the balance of the funds will remain in the budget to accommodate in-year requests. Staff are recommending this approach.

SUMMARY

The purpose of this staff report is to facilitate Council’s review and approval of the 2021 Community Grant applications received.

The Town is in receipt of 14 applications in addition to the standard request from the St. Marys Healthcare Foundation.

At present the applications received represent an overage **\$1,845.00** over the draft 2021 budget. Before deciding how to deal with this variance in the draft budget, Council will need to review the applications that staff have flagged with eligibility questions. If Council decides that some of these grant applications are not eligible, this may reduce the total grants requests to the budgeted amount.

STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Pillar #4 Culture and Recreation:
 - Priority: Develop a comprehensive granting policy

OTHERS CONSULTED

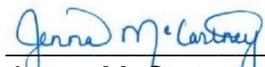
Senior Management Team

ATTACHMENTS

2021 Community Grants Summary Chart
2020 United Way Perth Huron Final Report

REVIEWED BY

Recommended by the Department



Jenna McCartney
Clerk

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

Requestor	Eligible Organization	Eligible Program	Strategic Alignment	2020 In Kind	2020 Cash	2020 Final Report	Funds Used in 2020 (COVID)	2021 In-Kind	2021 Cash Request	Program Cost	% of Program	Analysis	Recommendation to Council
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2021 St. Marys Community Grant Request

Base Budget Community Grants													
Canada Day Parade (Don Pike)	Yes	Yes	Yes	\$0	\$0			\$0	\$2,000	\$2,000	100%	Council direction in 2019 that this will be a standing grant of the Town in future years. Annual amount to be included in the base budget. Funds to cover insurance (\$500 - \$800) and bands. Application for insurance is submitted through the Town.	Base budget funding, no further direction required.
DCVI Scholarship	Yes			\$0	\$750		\$750	\$0	\$750	N/A	N/A	Council set up this scholarship many years ago. It is outside of the Community grant program. Annual amount to be included in the base budget. There is no policy or agreement in place for these funds. Staff will create such within 2021 and present at a future date.	Base budget funding, no further direction required.
St. Michaels Catholic School Scholarship	Yes			\$0	\$750		\$750	\$0	\$750	N/A	N/A	Council direction in 2019 that this will be a standing grant of the Town in future years. No need for the group to apply to the grant program. Annual amount to be included in the base budget. There is no policy or agreement in place for these funds. Staff will create such within 2021 and present at a future date.	Base budget funding, no further direction required.
United Way Perth Huron	Yes			\$0	\$7,265	Y	\$7,265	\$0	\$7,265	N/A	N/A	Council direction in 2019 that this will be a standing grant of the Town in future years. No need for the group to apply to the grant program. Annual amount to be included in the base budget. Fund request represents \$1 per resident.	Base budget funding, no further direction required.
Application Based Community Grants													
Canadian Baseball Hall of Fame and Museum	Yes	Yes	Yes	\$2,000	\$5,000		\$0	\$2,000	\$5,000	\$34,000	14%	2021 Induction Weekend (June 17-20), June 17 - welcoming event, June 18 - celebrity golf classic and banquet, June 19 - Induction ceremony, June 20 - Rotary Club Craft Beer and Food Truck Festival. COVID protocol, may be smaller ticketed events rather than large scale. Cash request to offset the direct costs of the event. In-kind request to cover building fees for tent, landfill tipping fees, garbage (15) and recycling barrels (10), picnic tables (25). In 2020, Council did not approve the use of in-kind funds for building permit fees or the delivery of picnic tables as per the results of the core services review. As the landfill is a self-funded service, staff prefer that tipping fees are not included as in-kind, rather cash funds be used to cover the expense. If Council approves, staff will inform recipient of the change and note that the funds approved can be used to pay this expense.	Approve \$5,000 cash and approve \$2,000 in-kind for garbage receptacles and recycling receptacles contingent upon the organization's adherence to public health safety measures. Do not approve use of in-kind funds for building permit fees, delivery of picnic tables or tipping fees. However, the cash can be used to pay for building permit fees and tipping fees if the applicant wishes.

Goals	Yes	Yes	Yes	\$0	\$3,137.50	\$0	\$857	\$0	\$5,000	\$23,674	21%	<p>Due to restrictions at the PRC for facilities rentals during the 2020-21 school year, the Goals program has been reimagined to support students at Little Falls directly. Program to provide fresh, whole fruits and vegetables for morning snack to Little Falls Public School students.</p> <p>Administrators at Holy Name of Mary Catholic School have been contacted previously regarding access to the Goals program and it was not needed.</p> <p>Historically this program has cost \$12,550 to implement.</p> <p>\$2,060 for accounting are not eligible expenses under the Community Grant Program.</p> <p>\$396 for transportation should not be utilized under the new program as students are not being transported to the PRC.</p> <p>\$9,634 forecast for COVID safety requirements if Goals program can return to PRC with an anticipated date of October 2021. \$11,218 forecast for food. Based on the Community Grant policy that 25% of eligible costs be considered under the funding model, \$2,804.50 would be staff's recommendation for grant funding.</p>	Approve \$2,804.50 cash contingent upon the organization's adherence to public health safety measures.
Friends of the St. Marys Public Library	No	No	No	\$0	\$0.00			\$0	\$1,525	\$6,090	25%	<p>The Friends would like to utilize some of their funds to purchase 3 laptops, 2 daisy readers, 2 wireless routers to improve wifi hotspots with yearly service fee and 2 tablets to be used in the reading room to support PressReader.</p> <p>The Community Grant policy states "costs directly related to the provision of a Town service or program are not eligible for a Community Grant, unless it can be demonstrated that there will be no duplication of services or situations where a conflict of interest may exist."</p>	<p>Staff have identified that the purchase of this equipment will support patron access to technology. The funds would purchase items that are in great demand during COVID, allowing patrons to access a computer, internet through the MiFi, and audiobooks remotely. The ability to borrow this equipment means the library can provide equitable access to library materials through these technologies and it is our hope that such access will reduce isolation in the community and provide people with connectivity through these difficult times. Whether it is looking for an apartment, a new job, doing schoolwork, or accessing library resources, these items will boost our inventory and ensure patrons can access what they need.</p> <p>Deny the request, and consider for 2021 capital budget or refer for 2022 Budget Consideration.</p>
Royal Canadian Legion Branch #236	Yes	TBD by Council	TBD by Council						\$3,800	\$19,700	19%	<p>Veterans' Banner program - erect banners from poles in the downtown area that show veterans with ties to St. Marys.</p> <p>The funds would support putting up and taking down the banners each year as well as the purchase of extra brackets.</p>	Approve \$3,800 cash.
St. James Service Club	Yes								\$1,500	\$2,579	58.00%	<p>The Service Club has embarked upon a \$510,000 + new build project at 45 Thames Road. The Service Club is requesting support to install barrier-free operators at the front entrance to ensure access for all to the facility.</p>	Approve \$1,500 cash.

St. Marys Kinsmen Club	Yes	Yes	Yes	\$1,500	\$4,000		\$0	\$2,000	\$4,300	\$35,130.00	12.00%	<p>2021 Summerfest - cash funds requested for policing and security (\$2,000 for security and \$2,300 for police).</p> <p>In-kind request for picnic tables and their delivery, landfill tipping fees, water and hydro usage, and rental fee for Milt Dunnell field.</p> <p>In 2020, Council did not approve the use of in-kind funds for building permit fees or the delivery of picnic tables as per the results of the core services review.</p> <p>As the landfill is a self-funded service, staff prefer that tipping fees are not included as in-kind, rather cash funds be used to cover the expense. If Council approves, staff will inform recipient of the change and note that the funds approved can be used to pay this expense.</p>	<p>Approve \$4,300 cash and approve \$2,000 in kind for tipping fees, garbage receptacles, recycling receptacles, hydro and water use and Milt Dunnell field rental contingent upon the organization's adherence to public health safety measures.</p> <p>Do not approve use of in-kind funds for delivery of picnic tables or tipping fees. However, the cash can be used to pay for tipping fees if the applicant wishes.</p>
St. Marys Lincolns	Yes	Yes	Yes	\$0	\$8,565	Yes	\$3,700	\$0	\$3,955.00	\$130,050	3.00%	<p>Facility rental of End Zone for Blue Line Club is not anticipated in the 2020/21 hockey season. Club is forecast to resume facility rental in September 2021 for 14 games.</p> <p>There is an additional request from the Club to consider permitting the Lincolns to sell presently vacant space for advertising, particularly on the Rock Rink, with the Club receiving the profit.</p>	<p>Approve \$3,955 cash contingent upon the organization's adherence to public health safety measures.</p> <p>Direct staff to report back on the recommendation to sell advertising space.</p>
St. Marys Minor Basketball	Yes	Yes	Yes	\$0	\$0			\$0	\$2,000.00	\$8,000	25.00%	<p>The Club runs between October and April although the 2020/21 was cancelled due to the pandemic. The Club is a house league recreation based basketball program that has served up to 128 participants. The program is offered at DCVI on Thursday evenings.</p> <p>Past budget is \$6,400 for the houseleague program and \$1,600 for the travel based program (travel within Huron and Perth Counties). The registration fee for house league is \$50, and \$60 for the travel team.</p> <p>In past years, the registration fees have covered the operating expenses year to year.</p> <p>The request is to funds to upgrade the travel team uniforms. A jersey and shorts cost between \$100-\$120 per player.</p>	<p>Approve \$2,000 cash contingent upon the organization's adherence to public health safety measures.</p>
St. Marys Minor Soccer	Yes	Yes	Yes	\$1,400	\$5,000	Yes	\$0	\$1,400	\$5,000.00	\$21,000	24.00%	<p>The Club is requesting that the Town of St. Marys maintain the lines on the field for 2021. The Club would like to maintain registration fees the same as was forecast for 2020 in hopes that participants return to the sport during this period of uncertainty for many.</p> <p>Following the core service review, Council directed staff to inform Minor Soccer that the organization would be responsible for lining the fields as of 2021 with no guarantee of a rate freeze (\$7.34 per player). Staff quoted that the full-cost recovery for soccer is \$20.25 per player.</p>	<p>Approve \$5,000 cash contingent upon the organization's adherence to public health safety measures.</p> <p>Deny the request of the Town continuing to line the soccer fields.</p>

Thames River Paddling Club	Yes	Yes	Yes	\$0	\$0		\$0	\$5,000.00	\$31,233	16.00%	<p>The Club was established in 2015, originally paddling at Wildwood Conservation Area during the summer. In recent years, the Club rented the aquatic facility at the PRC for four months of the year.</p> <p>The Club is looking to hold a one-day dragon boat event with youth and adults divisions on Sunday, May 30, 2021. The event will include music, games and challenges for all age groups. It will be held at Wildwood Conservation Area and pre-event practices will commence May 15.</p> <p>The event is looking to attract St. Marys businesses and organizations to maximize participation although it will be open to other participants from neighbouring communities such as Woodstock, Stratford and London.</p> <p>There is a possibility of expanding the event to a preliminary event in St. Marys that promotes the larger event. Additionally, teams will be able to sign up for extra pool paddling practices at the PRC between March and early May.</p> <p>The Club recognizes that the event is dependend upon reduced public health measures related to the pandemic. The Club has provided a plan to accommodate public health measures based on this public health area being in a green zone.</p> <p>The Club has accessed funding support in past years from the Kinsmen Club of St. Marvs and acquired employment funding from Canada</p>	Approve \$5,000 cash contingent upon the organization's adherence to public health safety measures.
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Operation Budget Grant

Station Gallery	Yes	Yes	Yes	\$0	\$10,500	Y	\$10,500	\$0	\$10,000	\$12,890	78.00%	<p>Council direction in 2019 that if requester's application is approved, the funds are from the operating budget, and not the Community Grant.</p> <p>2020 - 4 exhibits were cancelled, Gallery Bulletin project was cancelled, Virtual Gallery was created with successful response. Expenses for postcards, flyers and posters were incurred. Initiated Chat with the Artist interview and plan to continue tactic in 2021.</p> <p>Proposing 7 exhibits in 2021, HoO 11am to 4:30pm Th-Sat with hopes to resume Sunday's from May 1 to Thanksgiving.</p>		
Other Grants														
St. Marys Memorial					\$50,000			\$0	\$50,000	N/A	N/A			

\$5,400.00 \$47,845.00



November 25, 2020

Town of St. Marys – Town Hall
Attention: Jenna McCartney, Clerk
175 Queen St E
P.O. Box 998
St. Marys, ON
N4X 1C5

RE: St. Marys Community Grant Funds

Dear Jenna,

United Way Perth-Huron is proud to serve the Town of St. Marys and appreciates your support.

In 2019 alone, 18 supported partners and services offered help to local residents when and where they needed it including the St. Marys NOURISH Equal Access Food Market, Family Services Perth-Huron, ONE CARE, John Howard Society of London and District, ConnectYouth Perth-Huron, myPerthHuron, 211, Huron County Distribution Centre, Emily Murphy Centre, the St. Marys Youth Centre, PF Solutions, iVolunteer Perth-Huron, Community Outreach Services, Stratford-Perth Shelterlink, Social Research and Planning Council, Youth in Action Grants, the Huron-Perth Centre for Children and Youth and KEYS—Keep Yourself Educated workshops.

Because of these great partners and programs, last year **2,284 people in St. Marys and area had the opportunity for a brighter future**. Here is a further breakdown of some of the people positively impacted by United Way in St. Marys last year:

- **7,349** visits made to the St. Marys Youth Centre
- **5** St. Marys youth helped at Stratford/Perth Shelterlink
- **177** St. Marys individuals and families received counselling
- **170** individual youth, family and caregivers accessed counselling and mentoring services
- **8** children who witnessed violence participated in a counselling program
- **413** people were given access to food on a regular basis
- **7** men accessed institutional visiting and reintegration support services or needed transportation
- **55** people connected to the community by transportation services
- **5** youth accessed emergency community shelter and supports
- **70** people per month accessed the NOURISH Equal Access Food Market

United Way has also had a strong presence in the Town of St. Marys over the past 8 months of the COVID-19 pandemic, working with local partners—including the Town itself—to help fund or adapt important services for vulnerable residents.

Additionally, United Way created an Urgent Needs Fund in May of 2020, meant to help individuals in a time of immediate crises with funds for expenses such as groceries, rent and medication; ensuring the vulnerable and newly vulnerable don't sink further into despair. As of this writing, 657 people across Perth-Huron have been helped by this new initiative.

Funding from the Town of St. Marys is vital to the organization and the health of the local community. United Way is currently working with the Town on defining and funding the role of Community Developer and Support Worker (CDSW). The CDSW would be responsible for linking residents to local groups, services and activities to help address the #UNIGNORABLE issue of social isolation in St. Marys and build a culture of connectedness, promote empowerment through information, improve overall well-being and provide an increased understanding of community needs.

United Way is also committed to working locally to address the issue of chronic homelessness. To that end, we are bringing the Coldest Night of the Year walk to the community this coming February. The Coldest Night of the Year is a family friendly walk to help hungry, hurting and homeless members of the community through awareness and funds raised.

Beyond these new projects and the continued support for organizations already helping St. Marys residents, support from the Town of St. Marys sends a clear message to other communities that United Way Perth-Huron is a trusted and effective partner and advocate. United Way Perth-Huron is committed to continuing our efforts to help address important issues in St. Marys and the \$7,265 we are asking for through the St. Marys Community Grant Program would help ensure we are able to continue working locally to build an even stronger St. Marys community.

On behalf of our St. Marys Community Committee and United Way staff, I would like to thank you for the opportunity to share a little more about United Way's work in St. Marys. By committing community grant money to United Way's mission, the Town of St. Marys can play an important role in United Way reaching its' goal of helping provide important human services to people in the community when and where they need them and ensuring more people have the chance for a brighter future.

Sincerely,



Ryan Erb
Executive Director, United Way Perth-Huron



United Way Perth-Huron

Addressing #UNIGNORABLE Issues in the Community

The United Centre, 32 Erie St., Stratford ON N5A 2M4

519-271-7730 | 877-818-8867

perthhuron.unitedway.ca | info@perthhuron.unitedway.ca

St. Marys

COMMUNITY COMMITTEE INITIATIVES

1. SUPPORT VULNERABLE PEOPLE

URGENT NEEDS FUND

One in two households are earning less than a Living Wage, living paycheque to paycheque with no buffer against life's challenges. These are some of our most resilient community members, but one emergency can create a crisis that's hard to recover from.

\$94,109 distributed since May 2020, helping 657 Perth-Huron residents in a time of crisis

This new fund is designed to support local residents in a time of crisis with funds for essentials such as:



United Way is working for long-term change to lift people beyond poverty while ensuring their immediate, basic needs are met if something like this were to happen:

Maggie's grandchildren Chris and Claire were with her now. She was thrilled to be with them every day, but Maggie was also sad her daughter was in such a bad place.

Chris and Claire had arrived suddenly two days before with nothing but the clothes on their backs. Maggie's mind raced. She thought about her modest savings and wondered how she could afford the cost of clothes, toys and extra food. Probably \$120 would do it, but Maggie had to budget carefully so more on groceries now, one extra set of clothes and they should be okay...



2. SUPPORT LOCAL SERVICES

2,284 St. Marys residents were helped last year

-  **170** youth, family and caregivers accessed counselling and mentoring
-  **8** children who witnessed violence participated in a counselling program
-  **7** men accessed institutional visiting and reintegration planning or needed transportation
-  **55** people connected to the community by transportation services
-  **170** youth accessed social activities
-  **5** youth accessed emergency community shelter and supports

Gary was a regular at a local youth program, attending multiple times each week. While playing one day, Gary got frustrated and lashed out, breaking equipment. No one was hurt but Gary was upset and went home.

Gary's parents met with a supervisor and they suggested he not return. Staff offered an alternative; let Gary come back as a junior leader and help with set-up and care of equipment. This way, he would learn responsibility and gain a sense of purpose

Now, Gary attends the youth program regularly again and thanks to the caring staff at this United Way supported partner, he has more confidence and shares his respect for the equipment with peers.



3. ADDRESSING FOOD SECURITY

Equal Access Food Market: offers wholesale prices on local fresh veggies, fruits and meat to low-income residents

- Mitigates effects of poverty
- Provides a dignified shopping experience
- Builds community connectedness



 **70** attendees/month

 **230** members

Rita was struggling. Once she paid her bills there wasn't much left over to buy healthy food. When Rita went shopping, she'd watch people fill their baskets with fresh fruits, vegetables and meats and wonder, "Why can't that be me?" It left her feeling depressed.

Then Rita learned about the NOURISH market from a neighbour. As soon as she walked through the doors, Rita knew she'd found a good place. The staff were friendly and there were so many affordable local fruits, vegetables and meats available.

Now, Rita feels hopeful. Times are still tough, but thanks to this United Way supported program there's a place she can go for healthy, affordable food; where Rita feels valued and connected to her community.



St. Marys

COMMUNITY COMMITTEE

Rob Edney · Co-chair Leslie Edney · Co-chair

Nathan Brown Don Dingwall

Cindi Jones Susan Luckhardt

John McGarry Marg McLean

Andrew Middleton Diane O'Shea

Kim Ross Jones Paul Williams

Pam Zabel

4. CONNECT PEOPLE TO SERVICES



Staff person linking residents to local groups, services and activities to help address the **#UNIGNORABLE** issue of social isolation in the St. Marys community:

- Supports residents of social housing and their neighbours
- Builds a culture of connectedness
- Improves well-being
- Empowerment through information
- Increased understanding of community needs



local love

IN A
GLOBAL CRISIS

ST.MARYS INITIATIVES

COMMUNITY MEALS

Funds to subsidize and deliver affordable homestyle meals to older adult residents

GROCERY SHOPPING

Funds to assist with subsidies or provide access to food for seniors

RESIDENT WELL-BEING

Funds to help support Telephone Reassurance check-in calls for at-risk residents

ESSENTIAL NEEDS

Support residents through affordable access to meal programs and supports for basic needs

**329 CONNECTIONS MADE FOR
WELL-BEING SUPPORT**

**1,368 SUBSIDIZED GROCERY/MEAL
DELIVERIES MADE TO SENIORS**





INFORMATION REPORT

To: Mayor Strathdee and Members of Council

Prepared by: André Morin, Director of Corporate Services/ Treasurer

Date of Meeting: 19 January 2021

Subject: **COR 03-2021 2020 Direct COVID Costs**

INFORMATION

To provide Council an update on the draft 2020 expenditures directly related to COVID-19.

RECOMMENDATION

THAT COR 03-2021 2020 Direct COVID Costs report be received for information.

BACKGROUND

The COVID-19 pandemic has had a tremendous impact on the Town's operations in 2020. At the beginning of the pandemic, Council took the following steps to mitigate the financial burden on the Municipality:

- Cost mitigation strategies – details outlined in previous reports
- Allocation of \$300,000 from the tax stabilization reserve to assist with the financial burden on the community and businesses.

Subsequently, the Town was allocated \$396,700 to assist with 2020 COVID related financial pressures.

REPORT

The financial impact of COVID-19 is unique and complicated; the delivery of services has changed, and the revenue generation of those services has been impacted. Staff have begun the work for the 2020 year end financials which will determine the final net impact for the entire year – this will be reported at a later date, but preliminary estimates continue to appear that the COVID funding will be sufficient to cover the net deficit for 2020.

This report will deal specifically with extra expenditures directly related to COVID-19 experienced in 2020 in order to determine how to allocate or re-allocate the \$300,000 previously allocated from 2020 reserves, and the \$100,000 set aside in the draft 2021 budget.

The \$300,000 was originally allocated in 2020 as follows:

Community Wellness: \$100,000

The Town has received a number of other funding sources and has continued to utilize the Senior Services and Friendship Centre staffing to provide these wellness services. For 2020, no funds will be required from the \$100,000 allocation. The funding sources received in 2020 include:

- Community Foundation – Emergency Community Support Fund: \$36,000

- Huron Perth United Way Emergency Community Support Fund: \$17,120
- Huron Perth United Way Urgent Need Fund: \$15,000
- Ontario Community Support Emergency Meals on Wheels Relief: \$8,549

Business Support and Recovery: \$100,000

The Town has supported many recommendations from the Business Economic Support and Recovery Task Force. Currently, \$50,600 has been spent and \$17,500 remains to be allocated as part of the Business Grant program and the Tourism website project.

General COVID: \$100,000

This portion was meant for general relief action Council took in 2020 like penalty cancelations and deferrals, elimination of fee increases, etc. The estimated cost of these items is approximately \$27,000; however, it will be captured as part of the overall Town annual surplus/deficit and will be funded through the Provincial funding.

As such, for 2020 it is estimated that \$231,900 will remain available to be utilized in 2021:

Total Allocation	\$300,000
Community Wellness	\$0
Business Support and Recovery – 2020 Commitment	\$68,100
General COVID	\$0
Carry Forward Estimate	\$231,900

**Actual results may change once 2020 final transactions are complete*

Below is the summary of direct costs attributed to COVID-19 in 2020. I want to reiterate that there are many indirect costs/savings remaining in the departmental budgets and revenue reductions that are not listed below.

2020 DIRECT COVID COSTS		
Expenditure	2020 Draft	Comments
Salaries, Wages, and Benefits	55,141.60	In lieu of lay-off, staff allocated to perform other duties
Advertising	12,175.93	
Community Services Refunds	32,137.38	Aquatics, Senior Services, PRC Camps
Professional Fees	11,605.22	Legal services
Material & Supplies	98,093.09	PPE, Signage, Cleaning supplies, physical space enhancements, hardware
Contracted Services	15,328.85	Software, Hazardous Waste Collection change
Business Recovery Task Force	50,623.30	Sanitizer stations, banners, signage, posters, Business Grant program
TOTAL DIRECT COVID COSTS	275,105.37	

**Actual results may change once 2020 final transactions are complete*

**These expenditures will be funded by: Operating savings, COVID funding, and allocation of tax stabilization reserve for Business Economic and Recovery Task Force expenditures.*

For 2021, the direct cost of COVID is expected to be much less than the above. It is important to note the indirect costs will likely be similar or exceed 2020, but these have been provided for within the current 2021 draft budget. It is estimated that \$60,000 will be required as direct COVID-19 costs in 2021 as shown below:

2021 DIRECT COVID COSTS ESTIMATE		
Expenditure	2021 Draft	Comments
Salaries, Wages, and Benefits	0.00	
Advertising	10,000.00	
Community Services Refunds	0.00	
Professional Fees	5,000.00	Legal services
Material & Supplies	35,000.00	PPE, Signage, Hardware, physical barriers
Contracted Services	10,000.00	Software support and upgrades
	60,000.00	
2021 Draft Budget Allocation	100,000.00	
Remaining amount for Allocation	40,000.00	

Based on the above estimates, for 2021 Council would have **\$271,900** (\$231,900 from Tax Stabilization Reserve and \$40,000 from \$100,000 2021 Budget allocation).

In 2021, the COVID-19 pandemic will continue to impact our community, residents and businesses – and we continue to believe the impacts for our community will be more extreme in 2021. The challenge of COVID-19 continues to be the uncertainty and unknowns; as such the above noted funds do not need to be all allocated immediately; in fact, it is beneficial to be flexible as the needs and impacts may continue to change.

Here is a list of the potential items/projects where the funding can be allocated or distributed to:

2021 COVID-19 Project	Allocation	Comments
Contingency/General		Available to deal with unexpected finance pressures from COVID-19
Business Relief		Remaining amount of original \$100k is \$31,900. Task Force has suggested more will be required.
Community Wellness		Consolidated plan under development. Existing initiatives may require additional funds if external sources cannot be found.
Recreation Relief		Policy creation directed by Council. Work is in progress to develop policy and determine specific gaps in existing external support programs that need to be filled.
TOTAL	\$271,900	

Over the coming weeks, Staff will be providing Council with recommendations relating to the above noted COVID-19 related projects.

SUMMARY & IMPLICATIONS

The pandemic has resulted in many financial pressures on the Town. Extra costs related to the pandemic were approximately \$275,000 in 2020. Based on preliminary estimates, staff estimate that approximately \$271,000 will be available for Council to allocate toward COVID-19 relief and assistance programs for our community and businesses in 2021. Recommendations on these allocations will come forward at a future meeting.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

Senior Management Team

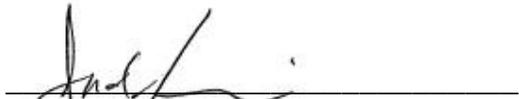
Jenny Mikita, Senior Services Supervisor

ATTACHMENTS

None.

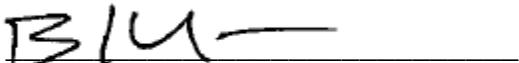
REVIEWED BY

Recommended by the Department



André Morin
Director of Corporate Services / Treasurer

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

INFORMATION REPORT

To: Mayor Strathdee and Members of Council

Prepared by: André Morin, Director of Corporate Services / Treasurer

Date of Meeting: 19 January 2021

Subject: **COR 04-2021 Business Grant Program update**

INFORMATION

To provide an update to Council on the Business Grant program launched in November 2020.

RECOMMENDATION

THAT COR 04-2021 Business Grant Program update report be received for information.

BACKGROUND

At the November 10, 2020 Council meeting, the following resolution was passed based on recommendations from the Business Economic Support and Recovery Task Force:

THAT FIN 38-2020 COVID Business Grant Program report be received; and THAT Council authorize the selection committee to approve eligible business grants for up to \$3,000 from the Town of St. Marys COVID fund, up to \$50,000;

and THAT Council appoint the following as the COVID Business Grant selection committee:

- André Morin, Director of Finance/Treasurer
- Kelly Deeks-Johnson, Tourism and Economic Development Manager
- Councillor Winter

REPORT

There is no doubt that many businesses have experienced financial hardship through 2020 relating to COVID-19. It has continued to be challenging for the Town to fully understand the extent and the needs, but the grant program did provide us some insights.

We received 36 applications with total requests of \$99,500. Since the application process closed, we have heard from at least 3 other businesses inquiring if further opportunities will be available in the future.

As expected, the requests and needs varied across the applications. Below is a general list of needs identified by applicants:

- PPE
- Rent
- Taxes and utilities
- General expenses
- Extra staffing costs

- Marketing
- Equipment and supplies
- Employee wellness
- Digital improvements
- Physical enhancements

The selection committee made the following decisions:

21 Applications approved for funding: \$42,500 provided

- Amounts ranged from \$500 - \$3,000
- Reduction of requests based on
 - Needs demonstrated in application
 - Availability of funding from other government sources

11 Applications were placed on hold pending approval of FedDev/RTO4 funding

- These applications are deemed to be excellent candidates to be eligible to receive a better funding opportunity (up to \$5,000) if the Town is successful under the FedDev/RTO4 funding
- The FedDev/RTO4 funding decision was expected by the end of 2020, recent discussions suggest a decision will be made by January 15, 2021
- The selection committee is optimistic that by holding these for the possible new funding it will provide the opportunity to provide the most amount of funding across all eligible applicants
- In the event the FedDev application is not successful, the remaining Town grant funds, along with RTO4 financial commitments, would be used to award partial grants to these 11 applicants

4 Applications were denied

- 2 applications were from new businesses that opened in 2020
- 1 application did not qualify as a “business”
- 1 applicant’s request was deemed not to be a priority

Based on the applications and feedback we have received – the funding, although not large amounts, was very helpful, important, and timely for our small businesses. As the pandemic continues to cause a slow down in our economy in early 2021, our business needs will continue. While those specific needs vary, the most noticeable observation was that very few of the applicants took advantage of other government funding opportunities. This does not appear to be a St. Marys specific issue as Premier Ford urged businesses at his press conference on January 8, 2021 to apply for funding as the programs are not being fully taken advantage of.

Upon further discussions there are two main reasons for this locally:

1. Awareness of the programs
2. Businesses believed they were not eligible for the programs

Below are the next steps being taken by staff:

- Staff are preparing for a decision regarding the FedDev/RTO4 funding so that we will be in a position to launch this program as soon as possible. If successful, the program will offer two streams making it slightly differ from the Town business grant:

- Physical adaptation – eg. Capital enhancements, PPE, etc.
- Technology Investment – eg. Digital enhancements, eCommerce, etc.
- Staff are touching base with MPP Pettapiece’s office to discuss government funding eligibility requirements as they relate to small business with only the proprietor(s) as employees, or small business with only 1 or 2 “employees”.
- Staff are communicating and reaching out to businesses about other funding opportunities.
- Staff will be bringing forward recommendations to the Business Economic Support and Recovery Task Force on how to assist local businesses to apply for government COVID funding programs
- The Tourism website project has begun and an update will be provided to Council at the next meeting.

As staff continue to work on further recommendations, it is important to understand if and what Council has heard from the business community in relation to the Business Grant program. If deemed successful; consideration to allocate further funding may be considered over the next few months.

SUMMARY & IMPLICATIONS

The Town has awarded \$42,500 to 21 small businesses locally. 11 more businesses are expected to qualify for funding under the Town’s application for funding with the Federal Government and a partnership with RTO4 (Regional Tourism Ontario 4 Inc.) – this funding source is expected to be confirmed by mid January.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

Business Economic Support and Recovery Task Force

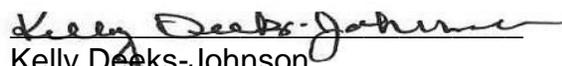
ATTACHMENTS

None

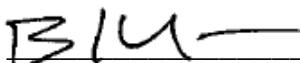
REVIEWED BY

Recommended by the Department


 Andre Morin
 Director of Corporate Services/Treasurer


 Kelly Deeks-Johnson
 Tourism and Economic Development Manager

Recommended by the CAO


 Brent Kittmer
 Chief Administrative Officer



FORMAL REPORT

To: Mayor Strathdee and Members of Council

Prepared by: André Morin, Director of Corporate Services / Treasurer

Date of Meeting: 19 January 2021

Subject: **COR 06-2021 2021 Draft Budget Summary**

PURPOSE

To provide Council an update on the draft 2021 budget and provide information on the property tax implications.

RECOMMENDATION

THAT COR 06-2021 2021 Draft Budget Summary report be received; and

THAT Council consider approval of the following changes to the 2021 draft budget:

- Recognized Safe Restart funding revenue of \$79,000
- Decrease to net assessment growth of \$73,430; and

THAT Council provide the Treasurer with direction to hold the 2021 Budget public meeting on February 9, 2021.

BACKGROUND

Council has held budget deliberation meetings on November 17, 2020 and December 1, 2020.

The net levy increase at November 17, 2020 was **0.82%** as shown below:

TOWN OF ST. MARYS
2021 DRAFT BUDGET
Draft - As at November 17, 2020

	2020	2021	Increase
Total Tax Levy	12,624,654	12,868,710	1.93%
¹ Estimated 2020 Growth	140,000		
¹ Adjusted Tax Levy	12,764,654	12,868,710	0.82% Estimated Net Levy Increase

¹ *Estimates Only - will be confirmed in January 2021*

Council has made the following changes at the budget deliberation meetings:

- Added \$3,000 to Fire Capital – no impact on tax levy
- Added \$10,000 transfer to Fire Reserve
- Deferred Fire Pumper Capital – no impact on tax levy
- Added Police Capital \$57,000 funded from reserve – no impact on tax levy

January 19, 2021 is the last scheduled 2021 Budget deliberation meeting.

REPORT

There are further budget implications outlined in this report to be discussed before finalizing the 2021 Budget.

External Transfers:

Shared Services:

Attached is a summary of the draft budget compared to the external transfers from our municipal shared services partners. Based on this information, a reduction to the external transfers budget of \$16,977 could be applied. However, while the 2021 budget requests are well within our projections, the increases in 2022 and beyond could be substantial. The Huron Perth Public Health is projecting a 52% increase in 2022 (based on Provincial funding changes), while Spruce Lodge is expecting an increase of 7.5% and Emergency Medical Services is estimating 5%. At this time, it would be beneficial for the external transfer budget to remain at the originally budgeted totals to assist with curbing the large increases expected in 2022.

Upper Thames River Conservation Authority:

Council will hear from the UTRCA at the meeting on January 19th. Attached is a historical summary of the UTRCA Operating and Capital levies for St. Marys. Staff had originally budgeted \$140,000 for 2021. The actual budget for St. Marys is set at \$126,593 – a difference of \$17,407. As recommended above, it may be beneficial to keep this amount in the 2021 External Transfers budget to assist in curbing large increases expected in 2022 for our shared services costs.

Community Grants:

With the unknowns of COVID-19, staff had included an extra \$15,000 in the Community Grants budget. While the need based on our community grants applications does not require the extra funding, it may be useful for Council to keep the budget available in case further needs come forward. There has been some discussion at the Business Task Force that our community volunteer groups may need assistance; as well, there may be further opportunities to fund new community events if in person events continue to be restricted (New Year's fireworks as an example).

Additional Provincial/Federal COVID Funding:

COVID ICIP Capital Funding:

In late 2020, it was announced that the Town qualified for funding from the Provincial and Federal government of up to \$126,697. Applications were due on January 7th – the Town applied for upgrades to the HVAC systems at the PRC. Decisions are expected in the spring. There is no impact to the 2021 tax levy.

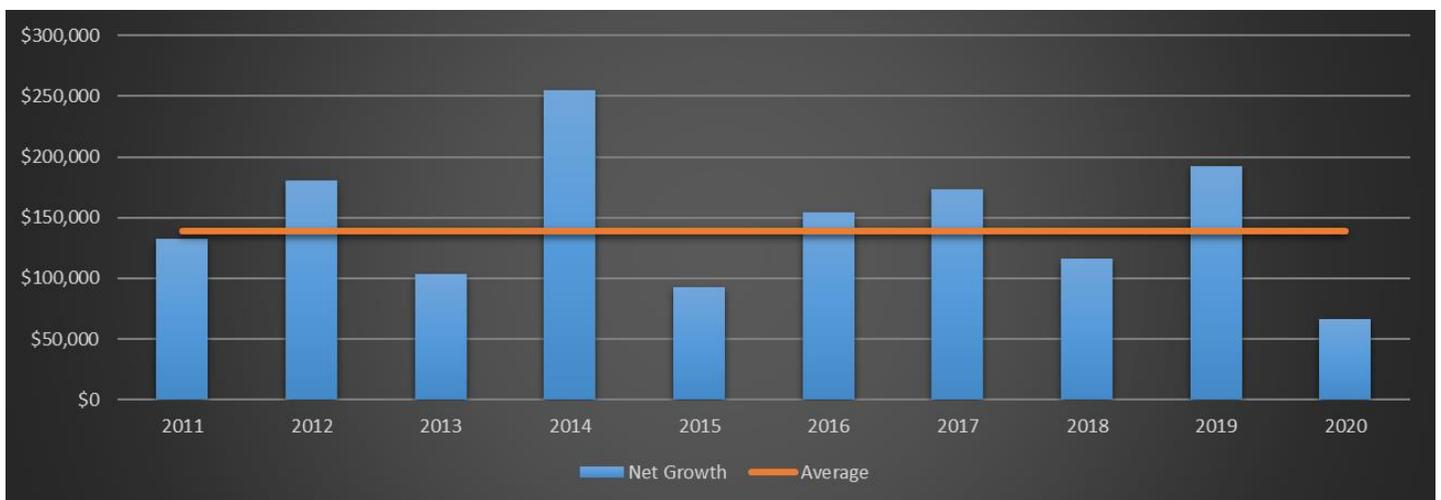
Safe Restart Funding – Phase 2:

On December 16, 2020, the Town was awarded an additional \$79,000 to assist with 2021 COVID related operating pressures. The Town did not apply for the Phase 2 application-based funding, but all municipalities were awarded a calculated amount. This amount will augment the amount of Safe Restart Funding that will be carried forward from 2020 to assist with the 2021 operating budgets under COVID restrictions. This revenue will be included in the 2021 budget.

Assessment Growth:

The draft budget included \$140,000 in projected net assessment growth for 2020 (which impacts the 2021 budget). The actual net growth is \$66,570 (a difference of \$73,430). The reduction of \$43,577 for a large property in the industrial class was greater than expected. It is important to note that this specific property received a very large assessment increase in 2016; which it had appealed. This adjustment is a result of that appeal and brings the assessed value closer to the original assessed value prior to the 2016 re-assessment. Secondly, residential assessment growth was not as high as expected; this is mostly due to timing and it is expected MPAC will catch up on assessing new residential growth in 2021 – noting that COVID restrictions continue to limit physical inspections.

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Average
Residential	83,999	194,077	106,611	194,197	82,369	192,651	187,026	162,101	191,646	92,331	138,693
Multi-Residential	44,234	0	0	0	1,657	-42,701	0	-230	224	28,076	2,842
Commercial	1,513	-798	-2,003	-1,484	1,374	4,099	-335	-8,423	9,902	-13,605	-7,852
Industrial	2,918	-12,925	0	59,851	6,246	0	-8,629	-43,577	-10,102	-41,890	4,714
Pipelines	21	283	464	561	753	535	352	692	949	1,711	589
Farm	0	95	-1,716	1,837	0	-27	-6,141	5,693	0	-53	-39
Landfills	0	0	0	0	0	0	1,457	0	0	0	132
Net Growth	\$132,685	\$180,732	\$103,356	\$254,962	\$92,399	\$154,557	\$173,730	\$116,256	\$192,619	\$66,570	\$139,079



Staff have compared outstanding building permits to new assessment and believe that the 2021 supplementary tax budget may be understated. However, the timing of new assessment will continue to be impacted by MPAC’s ability to inspect properties under COVID restrictions. Furthermore, while assessment appeals due to COVID should not warrant an assessment reduction, reductions to the Commercial class is likely a risk. At this stage, it would be recommended to leave the Supplementary taxes (\$200,000) and property tax write offs (\$125,000) at current budgeted levels due to the risks noted above.

Based on the information above and from previous budget meetings, below is the impact to the draft tax levy:

2020 Taxation	12,624,654	
Estimated Growth	140,000	
Adjusted 2020		12,764,654
2021 Required Tax Levy - Draft Budget - Nov. 2020	12,868,710	0.82%

Budget Changes:

Nov. 17, 2020 Budget Meeting

Fire Capital +\$3,000 (funded from reserve) 0

Dec. 1, 2020 Adjustments

Fire Reserve Fund Transfer 10,000

Defer Fire Pumper Capital project (reduce transfer from capital reserve) 0

Police Capital +\$57,000 (funded from reserve) 0

Jan. 19, 2021 Adjustments

External Transfers - MSSC (-16,977)

External Transfers - UTRCA (-17,407)

COVID ICIP Grant - if approved will reduce the transfer to capital reserves - PRC Upgrades 0

2021 Safe Restart Funding -79,000

Net Assessment Growth - lower than projected 73,430

2021 Supplemental Assessment

2021 Required Tax Levy - Adjusted	12,873,140	0.85% NET LEVY
		1.97% GROSS LEVY

The orange highlights are items that may change based on the discussion relating to this report. As well, it is important to note that the above is for easy illustration – the net levy % increase is accurate, but the actual tax levy required will be reduced by the change in net assessment growth (\$73,430) which will impact our 2020 adjusted tax levy.

As presented above, the net tax levy is **0.85%**, very close to our original estimates. The next discussion points will revolve around the property tax implications.

The first step each year is to review the opening tax impacts and shifts due to assessment changes. For the first time since 2008, as shown below, there are not any tax class shifts. This is because the assessment update was cancelled for 2021; therefore, no assessment changes or phase-in adjustments will impact the starting position.

	2020 Adjusted	2021 Roll Return	Difference	
Class	Municipal	Municipal	Municipal	
			\$	%
Residential	9,359,659	9,359,659	0	0.00%
Multi-residential	213,230	213,230	0	0.00%
Pipelines	58,591	58,591	0	0.00%
Farm	30,752	30,752	0	0.00%
Com Grand Total	1,335,148	1,335,148	0	0.00%
Ind Grand Total	1,692,364	1,692,364	0	0.00%
Grand Total	12,691,219	12,691,219	0	0.00%

Therefore, for 2021, the average municipal tax increase (%) for most properties will be same – unless tax policy changes are implemented. This makes the property tax calculation in 2021 much easier to describe to taxpayers. On the other hand, we are now 5 years since the last assessment valuation date of January 1, 2016 – the longer we go without an assessment update, the larger the discrepancy between current value and the assessed value will be. Furthermore, it will cause greater variations when the re-assessment is implemented. No decisions have yet been made in relation to the next re-assessment cycle.

When including the tax levy requirements for 2021, as adjusted, the tax summary is as follows:

	2020 Adjusted	2021 Roll Return	Difference	
Class	Municipal	Municipal	Municipal	
			\$	%
Residential	9,359,659	9,439,673	80,014	0.85%
Multi-residential	213,230	215,053	1,823	0.85%
Landfills	0	0	0	0.00%
Pipelines	58,591	59,092	501	0.85%
Farm	30,752	31,015	263	0.85%
Managed Forests	0	0	0	0.00%
Com Grand Total	1,335,148	1,346,562	11,414	0.85%
Ind Grand Total	1,692,364	1,706,832	14,468	0.85%
Grand Total	12,691,219	12,799,714	108,495	0.85%

The average Residential single detached dwelling will see an increase of 0.85% or \$30 (Based on average assessment of \$279,800).

Using our OPTA (Online Property Tax Analysis) system, the median impacts are below (note the median is different than the average mentioned above).

RTC	RTQ	Description	Prop Code	Prop Count	2020 CVA	2021 CVA	% CVA Change	2020 Total CVA Taxes	2021 Total CVA Taxes	\$ Tax Change	% Tax Change
R	T	Single Family Home	301	2,054	249,000	249,000	0.00%	3,090.04	3,116.45	26.41	0.85%
R	T	Residential Condominium Unit	370	66	148,000	148,000	0.00%	1,836.65	1,852.35	15.70	0.85%
R	T	Farm House	211	2	174,400	174,400	0.00%	2,164.27	2,182.77	18.50	0.85%
F	T	Farmland	201	2	280,900	280,900	0.00%	871.48	878.93	7.45	0.85%
M	T	Apartment Building	340	7	1,978,000	1,978,000	0.00%	27,330.24	27,563.88	233.64	0.85%
C	T	Small Office Building	400	11	194,000	194,000	0.00%	3,711.69	3,743.42	31.73	0.85%
C	T	Small Retail Commercial Property	410	22	190,000	190,000	0.00%	3,635.16	3,666.24	31.08	0.85%
I	T	Standard Industrial Property	520	12	971,800	971,800	0.00%	30,145.95	30,403.66	257.71	0.85%

Education Rates:

Education rates are set by the Province annually and collected on the property tax bill. Residential education rates are not expected to change much, if at all, in 2021. However, the Province has announced that Business Education Rates will decrease. For St. Marys, this will mean the following changes:

Class	2020 Education Rate	2021 Education Rate	Change
Commercial Class	0.098	0.0088	-10%
Industrial Class	0.0125	0.0088	-30%

This will lead to large total property tax decreases for these two property classes. This is not expected to have an impact on municipal taxes (it may have a future impact on our PILs (Payment in Lieu of taxes) or the municipal budget.

Prior to passing the final tax by-law later in the spring, a report will be brought forward discussing any further property tax policy decisions to consider. One item, albeit difficult to implement in 2021, is the Province's announcement providing Municipalities the ability to create a "small business class" that will be discussed in further detail.

Staff anticipate the next steps in the 2021 budget process as follows:

February 9, 2021 - 2021 Budget Public Meeting

February 23, 2021 – Council consider approval of the 2021 Budget

April 13, 2021 – Council consider approval of 2021 Final tax rates

FINANCIAL IMPLICATIONS

TOWN OF ST. MARYS
2021 DRAFT BUDGET
January 19, 2021

	2020	2021	Increase
Total Tax Levy	12,624,654	12,799,710	1.39%
Estimated 2019 Growth	66,570		
Adjusted Tax Levy	12,691,224	12,799,710	0.85%

TOTAL MUNICIPAL BURDEN ON RESIDENTIAL DWELLING

¹ Avg. Municipal Tax - Residential Dwelling	3,472.00	3,502.00	0.86%
² Water	425.00	433.50	2.00%
² Wastewater	447.00	457.75	2.40%
Wheellie Bin	129.00	129.00	0.00%
Total Municipal Burden	4,473.00	4,522.25	1.10%
³ Education Tax			#DIV/0!
TOTAL	4,473.00	4,522.25	1.10%

¹ *Municipal Tax only (does not include education tax)*

² *Based on average use of 13 cubic meters per month*

³ *Education rates prescribed by Province*

SUMMARY

The 2021 draft budget is recommended with a total tax levy of \$12,799,710. This is 1.39% over 2020, when adjusted for growth, the increase is 0.85%. A public meeting is recommended to be held on February 9, 2021, with the final budget presented to Council for approval on February 23, 2021.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

Senior Management Team

ATTACHMENTS

2021 Shared Service Proportion

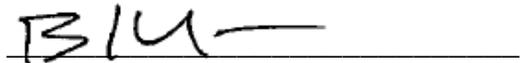
REVIEWED BY

Recommended by the Department



Andre Morin
Director of Corporate Services / Treasurer

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

EXTERNAL TRANSFERS - 2021 DRAFT BUDGET

EXTERNAL TRANSFERS	Per Draft Budget - Nov 17, 2020				Per MCCS Reports - Nov 19, 2020						
	2020 Budget	2021 Draft Budget	Fav (Unfav)	Change	2020	Actual 2021 Budgets	%	2022 Projection	%	2023 Projection	%
CONSERVATION AUTHORITY	130,544	144,000	-13,456	10.31%							
TRANSIT (MOBILITY BUS)	96,851	98,788	-1,937	2.00%							
PUBLIC HEALTH SERVICES	144,971	150,000	-5,029	3.47%	144,971	129,000	-11.02%	197,138	52.82%		
GRANTS TO HOSPITALS	50,000	50,000	0	0.00%							
AMBULANCE SERVICES	537,346	553,466	-16,120	3.00%	537,346	568,447	5.79%	596,869	5.00%	605,226	1.40%
GENERAL ASSISTANCE	118,612	120,984	-2,372	2.00%	118,612	121,183	2.17%				
SOCIAL HOUSING	413,333	425,732	-12,399	3.00%	413,333	416,809	0.84%				
SPRUCE LODGE	106,229	108,353	-2,124	2.00%	106,229	107,662	1.35%	115,632	7.40%	122,993	6.37%
CHILD CARE - SHARED SERVICES	66,843	74,338	-7,495	11.21%	66,843	72,795	8.90%				
COMMUNITY GRANTS	56,000	56,000	0	0.00%							
OTHER.TRANSFER TO RESERVE	56,969	15,000	41,969	-73.67%							
	1,777,698	1,796,661	-18,963	1.07%	1,387,334	1,415,896		909,639		728,219	

Current Draft Budget	1,432,873	for MCCS partners only
Difference	16,977	

	Total Municipal Budget			
	2020	2021	%	
PUBLIC HEALTH SERVICES	3,094,650	2,925,386	-5.47%	deficit in 2020 but should be covered by Province
AMBULANCE SERVICES	6,505,399	7,061,450	8.55%	
GENERAL ASSISTANCE	1,435,990	1,505,730	4.86%	
SOCIAL HOUSING	5,004,040	5,178,950	3.50%	
SPRUCE LODGE	1,286,065	1,337,409	3.99%	future capital increases will be needed
CHILD CARE - SHARED SERVICES	882,340	904,500	2.51%	

UTRCA
Historical Budget Info

Year	OPERATING						CAPITAL		
	Total Municipal Levy	Change	St. Marys Allocation	St. Marys Levy	Change \$	Change %	St. Marys Capital Levy	St. Marys Total Levy	Change
2016	4,008,167		2.09%	\$83,831			\$3,151	\$86,982	
2017	4,491,143	12.05%	2.03%	\$91,285	7,454	8.89%	\$3,169	\$94,454	8.59%
2018	4,883,777	8.74%	1.96%	\$95,920	4,635	5.08%	\$102,579	\$198,499	110.15%
2019	5,177,713	6.02%	1.66%	\$86,125	-9,795	-10.21%	\$104,631	\$190,756	-3.90%
2020	5,503,688	6.30%	1.66%	\$91,299	5,174	6.01%	\$52,586	\$143,885	-24.57%
2021	5,673,487	3.09%	1.64%	\$93,266	1,967	2.15%	\$33,327	\$126,593	-12.02%

**Total Municipal Levy does not include special project funding*

2020 St. Marys Budget reduced by \$13,341 to \$80,544 to reflect 0% total municipal levy increase per St. Marys appeal

BY-LAW 06-2021

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to confirm all actions and proceedings of the Council of The Corporation of the Town of St. Marys at its special meeting held on January 19, 2021.

WHEREAS: The *Municipal Act, 2001, S.O. 2001, c.25*, as amended, Section 5(3), provides that the jurisdiction of every council is confined to the municipality that it represents, and its powers shall be exercised by by-law;

AND WHEREAS: The Council of the Corporation of the Town of St. Marys deems it expedient to confirm its actions and proceedings;

NOW THEREFORE: The Council of The Corporation of the Town of St. Marys hereby enacts as follows:

- 1.** That all actions and proceedings of the Council of the Corporation of the Town of St. Marys taken at its special meeting held on the 19th day of January, 2021 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.
- 2.** This by-law comes into force on the final passing thereof.

Read a first, second and third time and finally passed this 19th day of January 2021.

Mayor Al Stratheed

Jenna McCartney, Clerk