



2022

BUDGET BOOK

Town of Niagara-on-the-Lake, Ontario

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Report:	CS-22-002	Committee Date:	January 27, 2022
		Due in Council:	January 27, 2022

Report To:	Corporate Services Advisory Committee
Subject:	2022 Proposed Operating Budget

1. RECOMMENDATION

It is respectfully recommended that:

- 1.1 The 2022 Operating budget as noted in “Appendix II”, attached to this report, which includes an operating levy of \$13,670,566 and a Special Area Levy for Storm Water of \$879,443, be approved; and
- 1.2 The Clerk prepare the necessary by-law to set and levy the tax rates for the Town of Niagara-on-the-Lake purposes, for Niagara Region purposes, and for Educational purposes for the 2022 tax year after budgets are approved.

2. PURPOSE / PROPOSAL

The purpose of this report is to seek Council’s approval for the 2022 Operating Budget.

3. BACKGROUND

The Audit & Finance Committee met a total of seven (7) times since October 2021, during which time budget deliberations remained the focus of the Committee. In light of the COVID-19 pandemic and the associated budget pressures, the emphasis of the 2022 budget has been on providing a balance between maintaining service levels, meeting basic obligations, and delivering on key strategic priorities/initiatives, while keeping the tax burden to a minimum.

The 2022 Operating Budget deliberations began with a proposed 13.2 percent levy increase, or an increase of \$1,729,601. The Audit & Finance Committee and Town Staff were tasked by Council with finding savings and bringing down the proposed increase to 3% to 5% or better. Through a variety of measures, the Audit & Finance Committee explored options to bring the final increase down to a **2.99%** levy increase, or **\$392,607** (\$440,621 in 2021), after considering assessment growth.

4. DISCUSSION / ANALYSIS

Major drivers of the 2022 Operating Budget include Staff Salaries (Appendix III),

Insurance, legislative requirements, and reduction in certain revenues. Mitigation efforts include placing major increases on hold, reducing line items to align with historical actuals, and increasing revenues and reserve transfers where possible. Commentary on major areas is provided below.

Key Drivers

4.1 Salaries (Appendix II)

The Town regularly indexes Staff Salaries per its Employee Bargaining Agreement (By-law 5027-17); however, the current agreement ended December 31, 2021, and is currently in negotiations for the next four-year term. For 2022, rates are indexed at a rate of 2%, as a reasonable estimate until the new agreement is finalized. The overall increase for 2022 is estimated at \$1,309,221 for all salaries, where general levy supported salaries increased by \$658,016 (\$45,558 for Storm special levy), and rate supported programs increased by \$605,648. The levy portion of \$658,016 is offset by support from reserves and related user fees by \$458,106, resulting in a net levy impact of \$199,910.

4.2 Insurance

Council has already approved increases to the Town's insurance program through Report ADC-21-13. The Insurance industry is having major impacts on all municipalities for the 2022 budget year. This is generally based on more claims being made by municipalities as a result of climate change, joint liability, class action suits, rising legal costs, and a more recent trend being cyber-attacks. There are very few municipal insurers globally, and changes in the market have even caused at least one major insurance firm, Omex, to stop underwriting municipal policies. The Town's premiums increased by 16% or \$76,869 and are further detailed in Report ADC-21-13. Options for reducing premiums were discussed with the Audit & Finance Committee; however, due to the potential of a large increase in deductibles, which are paid out of pocket, the Committee did not favour adjusting deductibles.

4.3 Decreased Revenues

The Town is expecting decreased revenues under several areas of the budget. Certain revenues have been adjusted based on estimates and assumptions as it relates to expectations of program and service continuity as we navigate through the pandemic. Also, one-time reserve stabilization measures that occurred in the 2021 budget, have been either reduced or eliminated for 2022, reducing revenues further. See Appendix II – Operating Summaries for further details of revenue impacts throughout.

Key Cost Avoidance/Expense Mitigation

4.4 Community Partners/Discretionary Grants

Community Partners made presentations to the Audit & Finance Committee through November and December. The NOTL Museum and Niagara District Airport (NDA) requested nominal increases of \$7,909 and \$1,353, respectively. The Chamber maintained their request at \$72,000 as The Ice Wine Festival was cancelled for 2022.

Discretionary Grants have been placed on hold for 2022 based on a lack of available funding. Staff will revisit this issue in the summer of 2022 to review how parking revenues are performing.

4.5 Transfers to Reserves/Tax Stabilization

Several tax stabilization measures and reserve transfer reductions were made in the 2022 budget to reduce the impact on the tax levy. All measures total \$489,300.

Stabilization Measures

- **Safe-Restart COVID-19 (\$241k)** – Funding for the new Provincially mandated COVID Screeners for \$140,000 and \$101,380 to offset expected lost revenues within Parks and Recreation.
- **Town Stabilization (\$71.8k)** - The Audit & Finance Committee passed a motion for the Town to utilize up to 75% of the 2021 surplus to offset the 2022 Operating Budget. Currently, projections for the Town’s surplus is projected in the range of \$95,800 which provides for \$71,800 to offset the 2022 budget.
- **Winter Maintenance Reserve (\$76.5k)** – funding to offset winter maintenance-related activity within the Roads Department.
- **Planning Appeals Reserve (\$100k)** - funding to offset legal and planning appeals

Reductions in Reserve Transfers:

- **Transfer to Accessibility for Ontarians with Disability Act (AODA) Reserve** - The Town budgets \$20,000 annually for Capital investments driven by enhancements to meet accessibility requirements. This transfer has been suspended to support the 2022 budget.

Stabilization methods mitigated the majority of cost increases for 2022; however, they will need to be revisited when the budget process begins for 2023. Should the Town run a surplus in 2022, these areas will be among the areas first prioritized for consideration of surplus allocation.

4.6 Studies

Details concerning new and existing studies for 2022 are included in Appendix IV.

5. Strategic Plan

Protect Distinctive Community Assets

- Preserve unique community elements
- Close gap on capital investments
- Recognize the importance of tourism in Niagara-on-the-Lake
- Other

Deliver Smart Balanced Growth

- Update and create master and secondary plans
- Develop smart balanced growth criteria
- Identify smart balanced growth priorities
- Other

Create a Culture of Customer Service Excellence

- Define, support and acknowledge customer service excellence
- Support staff by providing comprehensive training
- Use technology to improve levels of service
- Other

Excel in a Positive Workplace

- Strengthen staff and Council partnerships
- Increase departmental collaboration
- Acknowledge contributions to positive workplace culture
- Other

Strengthen 2-Way Communications

- Develop education plans to inform residents
- Create a communications matrix
- Strengthen communications delivery methods
- Other

Not Applicable

The Town's budget helps formulate activities for the year, allowing a better understanding of priorities, figuring out how resources can be allocated, and which areas need to be re-evaluated. A well-developed budget will support successful outcomes in the strategic plan.

6. OPTIONS

Option 1 – Approve the final draft of the 2022 Operating budget as set out in this report (*As recommended*) .

Option 2 – Send 2022 Operating budgets back to Senior Management to look for further reductions or make changes as directed.

7. FINANCIAL IMPLICATIONS

Taking into consideration Council's budget requests and management's adjustments, Staff has delivered an operating budget that has a 2.99% increase after considering assessment growth. For those in an urban area, an additional local area storm charge will apply. While the increase in the storm charge is a high percentage, the total tax bill impact is still in line with previous years.

For the average residential assessment of \$536,960, this represents an increase of approximately \$44 on the tax bill. For those within an urban area and receive a Storm Levy Charge, an additional \$53 will apply for a total tax bill change of approximately \$97 or 7.9% for the Town's portion.

For those with different assessments, a summary is provided in the table below:

Assessment	Tax Increase	Storm Charge Increase	Total
\$750,000	\$51	\$74	\$125
\$1,000,000	\$68	\$98	\$166
\$1,500,000	\$102	\$147	\$249

8. COMMUNICATIONS

Once approved, the 2022 Operating Budget will be posted on the Town's website and to Questica. The Join the Conversation Budget page will be updated and a brief video will also be posted describing the Town's budget.

9. CONCLUSION

Town Staff has presented a budget that aligns with the direction provided by the Audit & Finance Committee. As such, the Town's Senior Management Team is seeking approval of the proposed 2022 Operating Budget as presented.

Respectfully submitted,



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Director, Corporate Services



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Chief Administrative Officer

Appendix I - Operating Budget Draft Changes

Special Council Meeting 2022-01-31
Prepared by Staff without Council Input

	\$ Change in Budget	% Levy Impact	\$ Impact on Tax Bill
Revenues			
Licenses, Permits, Rents, etc.	(230,878)	1.8%	20.63 1)
Transfer from Reserves	390,789	(3.0%)	(34.92) 2)
User Fees & Penalties	91,350	(0.7%)	(8.16) 3)
Total Revenue	251,261	1.9%	(22.45)
Expenses			
Contracted Services	(191,504)	(1.5%)	(17.11) 4)
External Transfers	(35,000)	(0.3%)	(3.13) 5)
Materials & Supplies	(253,199)	(1.9%)	(22.63) 6)
Other Personnel Expenses	(40,500)	(0.3%)	(3.62) 7)
Salaries Wages & Benefits	(27,693)	(0.2%)	(2.47) 8)
Tax Write-off's & Rebates	(10,000)	(0.1%)	(0.89) 9)
Transfer to Reserves	(160,000)	(1.2%)	(14.30) 10)
Total Expenses	(717,895)	(20.6%)	(64.15)
Growth	(151,187)	(1.2%)	(13.51)
Total Reductions	(1,120,343)	(8.5%)	(100.11)

Main Change Drivers
<p>Revenues:</p> <p>1) Removed Dock Area rental revenue (Jet Boats) \$158k (\$58k levy impact net of reserve transfer); Reduction in Ice Rental revenues of \$63k offset with Safe Restart funds</p> <p>2) Added Safe Restart- COVID funding for COVID screeners (\$140k) and expected lost revenues of approx. \$101k in Parks & Recreation; Transfer from Planning Appeals reserve used to offset legal \$100k; \$76.5k from Winter Maintenance to fund corresponding activities</p> <p>3) Tax Penalty and Interest increased \$56k and various Community & Development revenues adjusted to expected actuals</p> <p>Expenses:</p> <p>4) Removed Document Scanning initiative (2022-02) \$30k; Reduced various Road maintenance line items approx. \$80k; Reduced Community & Development Legal by \$22k</p> <p>5) Chamber Ice Wine event cancelled reducing the contribution by \$40k</p> <p>6) Various reductions to adjust closer to historical actual averages (4 years) as follows: Utilities by \$81k; Various supplies throughout, approx. \$37k; Various building and vehicle maintenance lines, approx. \$29k; Various conference budgets, approx. \$12.7k; Various construction materials lines, approx. \$17.7k; Memberships and training, approx. \$11k</p> <p>7) Reduced various course and seminar line items, approx. \$16k to reflect closer to 4 year historical actual average; Reduced Retiree Benefits \$15k; Reduced uniforms and Safety footwear, approx. \$5k</p> <p>8) With the deferral of the Municipal Accommodation Tax, project C01979 Queen St Enhancements (Victoria) is recommended for deferral and as such the corresponding labour salaries have been removed</p>

9) Removed the vacancy rebate line item as it is no longer required beyond 2021

10) Removed transfer of \$100k to Dock Area reserve (associated with removal of Jet Boats revenue); removed the transfer of \$20k to the AODA reserve \$20k - to be evaluated in 2022 if ongoing transfers are needed; Reduction in the transfer to water capital improvements reserve of \$40k related to reallocation of Fire hydrant chargeback

Appendix II - Operating Budget Summaries

Special Council Meeting 2022-01-31
Prepared by Staff without Council Input

Summaries By Department					
LEVY SUPPORTED (+ve = net expense/ -ve = net revenue)	2022 Proposed	2021 Approved	\$ Change on Budget	% Change on Budget	% Impact on Levy
100 - Municipal Purposes	31,821	(195,305)	227,125	(116.3%)	1.7%
120 - Council and Administration	586,378	672,606	(86,229)	(12.8%)	(0.7%)
130 - Corporate Services	2,136,538	1,985,113	151,424	7.6%	1.2%
250 - Fire & Emergency Services	1,938,451	1,856,287	82,164	4.4%	0.6%
300 - Operations - Public Works - Program Administration	1,872,117	1,799,983	72,134	4.0%	0.5%
310 - Operations - Public Works - Roads	427,575	413,414	14,160	3.4%	0.1%
320 - Operations - Public Works - Roads Maintenance	1,100,739	1,133,438	(32,699)	(2.9%)	(0.2%)
450 - Community and Development	981,646	877,960	103,686	11.8%	0.8%
550 - Library Services	786,278	675,796	110,482	16.3%	0.8%
650 - Operations - Parks Recreation & Facilities	3,186,442	3,253,601	(67,160)	(2.1%)	(0.5%)
740 - Street Lighting	622,581	653,876	(31,295)	(4.8%)	(0.2%)
Net Tax Levy (before growth)	13,670,566	13,126,770	543,794	4.1%	4.1%
Growth			(151,187)		(1.2%)
Net Tax Levy (after growth)			392,607		2.99%

SPECIAL LEVY (+ve = net expense/ -ve = net revenue)	2022 Proposed	2021 Approved	\$ Change on Budget	% Change on Levy/Budget
730 - Storm Water Management	879,443	456,998	422,445	92.4%

RATE SUPPORTED (+ve = net expense/ -ve = net revenue)	2022 Proposed	2021 Approved	\$ Change on Budget	% Change on Levy/Budget
325 - Operations - Public Works - Agriculture & Reforestation	109,356	92,810	16,546	17.8%
330 - Parking Operations	2,176,100	2,146,100	30,000	1.4%
350 - Public Transit	1,226,453	1,067,200	159,253	14.9%
460 - Building Services	843,450	748,437	95,013	12.7%
700/710/720 - Environmental Services - Water & Waste Water	9,815,371	9,661,801	153,570	1.6%
Total Rate Supported	14,170,730	13,716,348	454,382	3.3%

2022 Overall Budget Summary by Object/Category (Levy Supported)				
	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Tax Levy	13,670,566	13,126,772	543,794	4.1% *2.99% after growth
Government Transfers (Grants)	2,729,089	1,874,483	854,606	45.6%
Licenses, Permits, Rents, etc.	1,437,321	1,613,199	(175,878)	(10.9%)
Other (Investment Income, Interest, Donations, etc.)	1,322,200	1,418,240	(96,040)	(6.8%)
Payment-in-lieu-of Taxes	600,000	600,000	0	0.0%
Supplemental Taxation	200,000	200,000	0	0.0%
Transfer from Reserves	3,056,556	2,577,900	478,656	18.6%
User Fees & Penalties	1,923,713	1,661,787	261,926	15.8%
Revenues Total	24,939,446	23,072,382	1,867,064	8.1%
Expenses				
Contracted Services	3,246,191	3,167,031	79,160	2.5%
Debt Management -Principal	751,618	588,710	162,907	27.7%
External Transfers	511,614	497,352	14,262	2.9%
Interest on Long-Term Debt	357,141	233,896	123,245	52.7%
Materials & Supplies	3,800,261	3,712,465	87,796	2.4%
Net Chargebacks/(Recoveries)	(725,609)	(796,127)	70,518	(8.9%)
Other Personnel Expenses	176,975	209,325	(32,350)	(15.5%)
Rent and Financial Expenses	40,800	51,500	(10,700)	(20.8%)
Salaries Wages & Benefits	11,869,943	11,211,927	658,016	5.9%
Tax Write-off's & Rebates	108,000	118,000	(10,000)	(8.5%)
Transfer to Reserves	4,802,513	4,078,302	724,211	100.0%
Expenses Total	24,939,446	23,072,382	1,867,064	8.1%
Net Levy	0	0	(0)	0.0%

2022 Proposed Budget - Municipal Purposes				
100 - Municipal Purposes	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	2,614,068	1,796,207	817,861	45.5% 1)
Licenses, Permits, Rents, etc.	0	158,278	(158,278)	(100.0%) 2)
Other (Investment Income, Interest, Donations, etc.)	1,280,400	1,379,740	(99,340)	(7.2%) 3)
Payment-in-lieu-of Taxes	600,000	600,000	0	0.0%
Supplemental Taxation	200,000	200,000	0	0.0%
Tax Levy	13,670,566	13,126,773	543,793	4.1% *2.99% after growth
Transfer from Reserves	1,660,737	1,534,782	125,955	8.2% 4)
User Fees & Penalties	544,229	473,239	70,990	15.0% 5)
Revenues Total	20,570,000	19,269,019	1,300,981	6.8%
Expenses				
Contracted Services	1,557,655	1,391,407	166,248	11.9% 6)
Debt Management -Principal	751,618	588,710	162,907	27.7% 7)
External Transfers	440,664	426,402	14,262	3.3%
Interest on Long-Term Debt	295,980	172,735	123,245	71.3% 7)
Materials & Supplies	219,014	180,721	38,293	21.2% 8)
Net Chargebacks/(Recoveries)	(940,618)	(654,541)	(286,077)	43.7% 9)
Rent and Financial Expenses	13,000	23,000	(10,000)	(43.5%) 10)
Salaries Wages & Benefits	69,876	0	69,876	100.0% 11)
Tax Write-off's & Rebates	108,000	118,000	(10,000)	(8.5%) 12)
Transfer to Reserves	4,416,068	3,700,507	715,561	19.3% 1)
Expenses Total	6,931,257	5,946,942	984,315	16.6%
100 - Municipal Purposes Net Levy	13,638,743	13,322,078	316,666	2.4%

Main Change Drivers:

- 1) Recent OCIF allocation notice identifies 2022 amount is approximately double of 2021, with the corresponding transfer to reserve driving the change in reserve transfers
- 2) Removed Dock Area rental revenue (Jet Boats) \$158k (\$58k levy impact net of reserve transfer)
- 3) Investment income reduction of \$87.5k based on projected actuals with new rates

Appendix II - Operating Budget Summaries

Special Council Meeting 2022-01-31

- 4) Despite removal of one-time reserve transfers that were made in 2021 (i.e. Tax stabilization - \$52.5k and COVID- \$129.8k), there is a net increase in reserve transfers, mainly attributed to a one-time transfer of \$100k from the Planning Appeals reserve (to offset legal) and \$19.4k from the Tax Stabilization reserve which is related to the projected 2022 surplus. Also, increases in transfers from reserve to support studies are budgeted in 2022 (i.e. Planning Studies)
- 5) Adjusted Tax Penalty & Interest budget to reflect closer to expected actuals based on historical review
- 6) Mainly driven by new Studies that include Planning (\$150k), the Asset Management Plan (\$42k), and the Recreation Master Plan (\$80k). These increases were offset by various studies that completed in 2021 and are not budgeted in 2022
- 7) Mainly driven by new debt (i.e. Niagara Stone Road Streetscape, 2 Tanker Trucks, Irvine Rd Reconstruction & Drainage, and Niagara Stone Rd Watermain Replacement) and increased interest rate adjustments (range from 1.48 to 2.25%) for LED conversion, Niagara Nursery School, Pumper Truck, and SCBA Equipment). However, the overall incremental impact of debt is a net increase of approx. \$47.6k on the levy with consideration of debt reduction transfers, amongst others, within various segments.
- 8) Various increases including added funds towards Community Engagement not previously budgeted, \$25k for 2022 Elections, and Insurance
- 9) Increase in Debt recovery related to new debt that is allocated out to department segments
- 10) Reduced exchange expense by \$10k to align closer to expected actuals
- 11) Added a new Elections Coordinator position, as well as Volunteer hours
- 12) Removed the vacancy rebate line item as it is no longer required beyond 2021

2022 Proposed Budget - Council & Administration				
120 - Council and Administration	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Expenses				
Contracted Services	15,000	15,000	0	0.0%
Materials & Supplies	25,927	33,956	(8,029)	(23.6%) 1)
Other Personnel Expenses	3,000	3,000	0	0.0%
Salaries Wages & Benefits	542,451	620,650	(78,200)	(12.6%) 2)
Expenses Total	586,378	672,606	(86,229)	(12.8%)
120 - Council and Administration Net Levy	(586,378)	(672,606)	86,229	(12.8%)

- Main Change Drivers:**
- 1) Adjusted line items to reflect closer to 4 year historical actuals including conferences, mileage, and books & publications
 - 2) Reallocated Community Engagement Coordinator to new Customer Experience division within Corporate Service

2022 Proposed Budget - Corporate Services				
130 - Corporate Services	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	16,745	0	16,745	0.0% 1)
Licenses, Permits, Rents, etc.	220,756	156,500	64,256	41.1% 2)
Transfer from Reserves	382,746	117,300	265,446	226.3% 3)
User Fees & Penalties	75,400	75,500	(100)	(0.1%)
Revenues Total	695,647	349,300	346,347	99.2%
Expenses				
Contracted Services	266,800	260,550	6,250	2.4%
Materials & Supplies	423,026	328,911	94,115	28.6% 4)
Net Chargebacks/(Recoveries)	(75,000)	(75,000)	0	0.0%
Other Personnel Expenses	68,600	86,000	(17,400)	(20.2%) 5)
Rent and Financial Expenses	20,000	20,700	(700)	(3.4%)
Salaries Wages & Benefits	2,128,759	1,713,252	415,506	24.3% 6)
Expenses Total	2,832,185	2,334,413	497,772	21.3%
130 - Corporate Services Net Levy	(2,136,538)	(1,985,113)	(151,424)	7.6%

Main Change Drivers:

- 1) New funding for salaries: Revenue sharing for Communications Specialist position and RED grant for Project Liason position
- 2) Increase to Short Term Rental rates to support new By-Law Officer proposed within salaries (Business case \$64k)
- 3) Provincial Modernization funding for eScribe, and Customer Service Manager, and Procurement Officer positions
- 4) Increase attributed to the new Customer Experience division and corresponding budget items for \$33k, as well as IT licenses, Internet, and Telephone for the balance to adjust for actuals per the budget index, along with associated cost increases; Note that the eScribe license is offset in 2022 one-time with Provincial Modernization funds (\$36.5k)
- 5) Mainly attributed to an adjustment of Retiree Benefits to reflect closer to actual historicals
- 6) Increase attributed to the additional and re-allocated staff within the new Customer Experience division (\$252k new, of which \$245.5k is funded from modernization funds, and \$71k reallocated from Council and Admin)

2022 Proposed Budget - Fire & Emergency Services				
250 - Fire & Emergency Services	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Licenses, Permits, Rents, etc.	0	34,630	(34,630)	(100.0%) 1)
Transfer from Reserves	252,679	121,559	131,120	107.9% 2)
User Fees & Penalties	116,125	46,325	69,800	150.7% 3)
Revenues Total	368,804	202,514	166,290	82.1%
Expenses				
Contracted Services	6,000	6,000	0	0.0%
Materials & Supplies	425,815	419,286	6,529	1.6%
Net Chargebacks/(Recoveries)	276,144	252,670	23,473	9.3% 4)
Other Personnel Expenses	51,500	48,500	3,000	6.2%
Salaries Wages & Benefits	1,547,796	1,332,345	215,451	16.2% 5)
Expenses Total	2,307,255	2,058,801	248,454	12.1%
250 - Fire & Emergency Services Net Levy	(1,938,451)	(1,856,287)	(82,164)	4.4%

Main Change Drivers:

- 1) Decrease as rental revenue related to Niagara Emergency Services ended in 2020
- 2) Increases attributed to debt support from the debt reduction reserve that remains unused in 2021 and modernization funding for BI software; Also, increase in transfers from the DC: Fire reserve to support new and existing Tanker (x2) and Ladder Truck debentures
- 3) Increases attributed to the new Motor Vehicle Collision fees as recommended in report FES-21-007 (offsets proposed new position as identified in the report, currently within salaries) and adjustments to current MTO fees and corresponding revenue
- 4) Related to increases and changes in debt (new Tankers, SCBA, Pumper, and Ladder Trucks)
- 5) Increase attributed to the VFF increase - \$106k and the additional Contract position to be funded with the new MVC fees as identified in report FES-21-007 (report moved for consideration during budget deliberations at the Oct. 18th meeting)

2022 Proposed Budget - Public Works - Roads & Irrigation				
300/310/320 - Operations - Public Works - Roads	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	20,000		20,000	0.0%
Licenses, Permits, Rents, etc.	371,576	324,206	47,370	14.6% 1)
Transfer from Reserves	159,050	50,000	109,050	218.1% 2)
User Fees & Penalties	212,300	214,000	(1,700)	(0.8%)
Revenues Total	762,926	588,206	174,720	29.7%
Expenses				
Contracted Services	1,019,250	1,007,620	11,630	1.2%
Materials & Supplies	777,315	687,236	90,079	13.1% 3)
Net Chargebacks/(Recoveries)	(178,764)	(510,523)	331,759	(65.0%) 4)
Other Personnel Expenses	17,225	21,575	(4,350)	(20.2%)
Salaries Wages & Benefits	2,317,230	2,518,033	(200,803)	(8.0%) 4)
Transfer to Reserves	211,100	211,100	0	0.0%
Expenses Total	4,163,356	3,935,042	228,314	5.8%
300/310/320 - Operations - Public Works - Roads Net Levy	(3,400,430)	(3,346,836)	(53,594)	1.6%

Main Change Drivers:

1) Irrigation permit billings - balances segment

2) One-time transfer of \$76.5k from Winter Maintenance to fund corresponding activities and transfer from the tree cash-in-lieu reserve to support business case 2022-15 tree plantings

3) Various increases throughout including Insurance \$29k, building and vehicle maintenance \$12k , supplies and equipment \$5.2k, and construction materials \$45k (of which \$32.5k is funded from reserve transfer identified in #2 above)

4) Changes are attributed to the removal of the recovery since positions have now been allocated to appropriate segments using the Questica Personnel module and thus corresponding offsets are reported within Salaries and Wages across other departmental segments

2022 Proposed Budget - Public Works - Public Works - Agriculture and Reforestation				
325 - Operations - Public Works - Agriculture & Reforestation	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	43,472	20,000	23,472	117.4% 1)
Transfer from Reserves	0	0	0	0.0%
User Fees & Penalties	65,884	72,810	(6,926)	(9.5%)
Revenues Total	109,356	92,810	16,546	17.8%
Expenses				
Contracted Services	22,500	22,500	0	0.0%
Materials & Supplies	8,500	8,500	0	0.0%
Net Chargebacks/(Recoveries)	19,353	61,810	(42,457)	(68.7%) 2)
Salaries Wages & Benefits	59,003	0	59,003	0.0% 2)
Expenses Total	109,356	92,810	16,546	17.8%
325 - Operations - Public Works - Agriculture & Reforestation Net	(0)	0	(0)	0.0%

Main Change Drivers:
1) Additional funding (25%) for Drainage Superintendent position per Business Case 2022-12
2) Recoveries removed as positions have been allocated within the Personnel Module of Questica (offset within Salaries and Wages)

2022 Proposed Budget - Parking Operations				
330 - Parking Operations	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Licenses, Permits, Rents, etc.	50,000	50,000	0	0.0%
User Fees & Penalties	2,126,100	2,096,100	30,000	1.4% 1)
Revenues Total	2,176,100	2,146,100	30,000	1.4%
Expenses				
Contracted Services	23,200	23,000	200	0.9%
Materials & Supplies	139,761	118,687	21,074	17.8% 2)
Net Chargebacks/(Recoveries)	2,800	2,800	0	0.0%
Other Personnel Expenses	5,200	4,700	500	10.6%
Rent and Financial Expenses	45,000	31,500	13,500	42.9% 3)
Salaries Wages & Benefits	449,632	234,423	215,209	91.8% 4)
Transfer to Reserves	1,510,507	1,730,990	(220,483)	(12.7%) 5)
Expenses Total	2,176,100	2,146,100	30,000	1.4%
330 - Parking Operations Net Levy	0	(0)	0	0.0%

Main Change Drivers:
1) Increase attributed to the estimated increase in parking violations
2) Increase related to MTO plate searches based on volume
3) Increase attributed to alignment to expected actual costs (credit card fees)
4) Positions are now allocated; New enforcement officer for Chataqua 6 month contract- Business Case 2022-04
5) Decrease in Transfer to Parking reserve (Net surplus budgeted within segment)

2022 Proposed Budget - Public Transit				
350 - Public Transit	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	126,565	168,753	(42,188)	(25.0%) 1)
Transfer from Reserves	859,888	623,447	236,441	37.9% 2)
User Fees & Penalties	240,000	275,000	(35,000)	(12.7%) 3)
Revenues Total	1,226,453	1,067,200	159,253	14.9%
Expenses				
Contracted Services	982,900	827,200	155,700	18.8% 4)
Heritage Shuttle	175,000	175,000	0	0.0%
Materials & Supplies	0	25,000	(25,000)	(100.0%) 5)
Net Chargebacks/(Recoveries)	8,000	40,000	(32,000)	(80.0%) 6)
Salaries Wages & Benefits	60,553		60,553	0.0%
Expenses Total	1,226,453	1,067,200	159,253	14.9%
350 - Public Transit Net Levy	0	0	0	0.0%

Main Change Drivers:

- 1) Anticipated reduction in Provincial Gas Tax by 25% of 2021 level
- 2) Transition to Regional On-Demand Transit service has increased parking transfer for support (new contract with 4 vehicles)
- 3) Reduced due to Regional On-Demand Program
- 4) Increase mainly attributed to the revised contract cost to operate 4 vehicles through the Region's On-Demand Transit program (\$190k increase)
- 5) Removed due to Regional On-Demand Program
- 6) Removed the chargeback as position is now allocated (offset in Salaries and Wages)

2022 Proposed Budget - Community & Development				
450 - Community and Development	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	35,000	35,000	0	0.0%
Licenses, Permits, Rents, etc.	118,950	94,550	24,400	25.8% 1)
Transfer from Reserves	122,875	463,059	(340,184)	(73.5%) 2)
User Fees & Penalties	456,600	365,000	91,600	25.1% 3)
Revenues Total	733,425	957,609	(224,184)	(23.4%)
Expenses				
Contracted Services	192,886	243,300	(50,414)	(20.7%) 4)
External Transfers	70,000	70,000	0	0.0%
Materials & Supplies	51,689	62,532	(10,843)	(17.3%) 5)
Other Personnel Expenses	23,700	32,650	(8,950)	(27.4%) 5)
Salaries Wages & Benefits	1,342,671	1,402,962	(60,291)	(4.3%)
Transfer to Reserves	34,125	24,125	10,000	41.5%
Expenses Total	1,715,071	1,835,569	(120,498)	(6.6%)
450 - Community and Development Net Levy	(981,646)	(877,960)	(103,686)	11.8%

Main Change Drivers:

1) Align closer to expected actuals - site plan applications; New budget of \$10k for tree cash-in-lieu to capture permits and appeals (transferred to reserve)

2) Positions have been allocated so corresponding Transfers from Reserves (Building and Parking) have been removed

3) Increases attributed to alignment closer to expected actuals for various revenues - OPA, Zoning applications, OP applications, Variance and Consent applications and AMPS payments

4) Savings due to new contract for Animal Control Services (approx. \$28.5k) and adjustment of legal expenses to reflect closer to historical actual average

5) Adjusted various line items throughout to reflect closer to historical actual averages including conferences, courses and seminars, books and publications, mileage, honorariums, etc.

2022 Proposed Budget - Building Services				
460 - Building Services	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Transfer from Reserves	133,450	38,437	95,013	247.2% 1)
User Fees & Penalties	710,000	710,000	0	0.0%
Revenues Total	843,450	748,437	95,013	12.7%
Expenses				
Contracted Services	7,500	7,500	0	0.0%
Materials & Supplies	33,528	33,218	310	0.9%
Other Personnel Expenses	8,800	8,800	0	0.0%
Salaries Wages & Benefits	784,622	653,651	130,971	20.0% 2)
Transfer to Reserves	9,000	45,268	(36,268)	(80.1%) 3)
Expenses Total	843,450	748,437	95,013	12.7%
460 - Building Services Net Levy	(0)	0	(0)	0.0%

Main Change Drivers:
1) Result of net increase in expenses as this is the net deficit requiring a transfer from the Building reserve at year end to support the segment
2) Positions are now allocated here, rather than transferring in support from Parking
3) Removed Transfer to reserve as a Transfer from reserve is required to balance this segment

2022 Proposed Budget - Library Services				
550 - Library Services	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	43,276	43,276	0	0.0%
Licenses, Permits, Rents, etc.	250	0	250	0.0%
Other (Investment Income, Interest, Donations, etc.)	7,800	4,500	3,300	73.3% 1)
Transfer from Reserves	16,380	91,200	(74,820)	(82.0%) 2)
User Fees & Penalties	4,750	2,500	2,250	90.0% 3)
Revenues Total	72,456	141,476	(69,020)	(48.8%)
Expenses				
Contracted Services	32,000	35,500	(3,500)	(9.9%) 4)
External Transfers	0	0	0	0.0%
Materials & Supplies	93,557	85,953	7,604	8.8% 5)
Net Chargebacks/(Recoveries)	60,000	60,000	0	0.0%
Other Personnel Expenses	3,000	3,000	0	0.0%
Rent and Financial Expenses	0	0	0	0.0%
Salaries Wages & Benefits	653,027	614,321	38,706	6.3% 6)
Transfer to Reserves	17,150	18,500	(1,350)	(7.3%)
Expenses Total	858,734	817,274	41,461	5.1%
550 - Library Services Net Levy	(786,278)	(675,798)	(110,481)	16.3% 7)

Main Change Drivers:

- | |
|--|
| <p>1) Anticipated increase in investment income and Rotary donations</p> <p>2) Removed one-time transfer from Tax Stabilization in 2021 related to 2020 surplus</p> <p>3) Anticipated increases in book sales and fundraising</p> <p>4) Anticipated decreases in LiNC service delivery, computer support, consultants and web maintenance</p> <p>5) Anticipated increases in program, internet and magazine repurchase expenses</p> <p>6) Increase associated with new staff requested - Social Media Library Associate</p> <p>7) 2021 Budget was offset with 2020 Surplus Funds, therefore 2022 increase appears substantially higher as this was a one time offset</p> |
|--|

2022 Proposed Budget - Parks & Recreation				
650 - Operations - Parks Recreation & Facilities	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Licenses, Permits, Rents, etc.	725,789	845,035	(119,246)	(14.1%) 1)
Other (Investment Income, Interest, Donations, etc.)	34,000	34,000	0	0.0%
Transfer from Reserves	462,089	200,000	262,089	131.0% 2)
User Fees & Penalties	478,947	438,953	39,994	9.1% 3)
Revenues Total	1,700,825	1,517,988	182,837	12.0%
Expenses				
Contracted Services	74,600	90,054	(15,454)	(17.2%) 4)
External Transfers	950	950	0	0.0%
Interest on Long-Term Debt	61,161	61,161	0	0.0%
Materials & Supplies	1,431,418	1,518,871	(87,453)	(5.8%) 5)
Net Chargebacks/(Recoveries)	(49,989)	(56,280)	6,291	(11.2%)
Other Personnel Expenses	9,950	14,600	(4,650)	(31.8%) 6)
Rent and Financial Expenses	7,800	7,800	0	0.0%
Salaries Wages & Benefits	3,227,307	3,010,363	216,943	7.2% 7)
Transfer to Reserves	124,070	124,070	0	0.0%
Expenses Total	4,887,267	4,771,589	115,678	2.4%
650 - Operations - Parks Recreation & Facilities Net Levy	(3,186,442)	(3,253,601)	67,160	(2.1%)

Main Change Drivers:

- 1) Decreases associated with a reduction in programming and rental revenue related to the Community Centre, Arenas, and Parks (groups not returning)
- 2) Added one-time transfers from the Safe Restart COVID-19 Reserve to offset various lost revenues identified in #1, as well as funding for the new COVID Screener salaries (\$140k); Also, an increase in debt reduction transfer from reserve that was not used in 2021 for Niagara Nursery School (offsets debt expense)
- 3) Increase in various fees and adjustments to align closer to expected actuals
- 4) Adjusted contract line items to reflect closer to historical actual averages
- 5) Adjusted various line items to reflect closer to historical actual averages, primarily building and vehicle maintenance by \$13k and utilities by \$57k
- 6) Adjusted courses and seminars by approx. \$4k to reflect closer to historical actual averages
- 7) Increases mainly attributed to the new budget for COVID screeners as mandated by the Province - \$140k and minor adjustments to contract hours to reflect appropriate levels - \$16k

2022 Proposed Budget - Environmental Services - Program Administration				
700 - Environmental Services - Program Administration	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Expenses				
Net Chargebacks/(Recoveries)	0	(128,771)	128,771	(100.0%) 1)
Salaries Wages & Benefits	1,377,762	1,311,645	66,116	5.0%
Expenses Total	1,377,762	1,182,874	194,887	16.5%
700 - Environmental Services - Program Administration Net Levy	(1,377,762)	(1,182,874)	(194,887)	16.5%

Main Change Drivers:
1) Removed chargebacks/recoveries as positions are now allocated

2022 Proposed Budget - Environmental Services - Water				
710 - Environmental Services - Water	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	16,345	16,345	0	0.0%
User Fees & Penalties	5,831,145	5,830,375	770	0.0%
Revenues Total	5,847,490	5,846,720	770	0.0%
Expenses				
Contracted Services	3,198,317	3,058,230	140,087	4.6% 1)
Materials & Supplies	181,535	155,628	25,907	16.6% 2)
Net Chargebacks/(Recoveries)	215,402	170,739	44,663	26.2% 3)
Other Personnel Expenses	15,640	14,140	1,500	10.6%
Rent and Financial Expenses	7,000	7,000	0	0.0%
Salaries Wages & Benefits	13,837	0	13,837	0.0% 2)
Transfer to Reserves	429,415	547,900	(118,485)	(21.6%) 4)
Expenses Total	4,061,146	3,953,637	107,509	2.7%
710 - Environmental Services - Water Net Levy	1,786,344	1,893,083	(106,739)	(5.6%)

Main Change Drivers:

- 1) Increases associated with alignment of various program budgets closer to expected actuals based on volume, growth, and increasing costs. Included programs are flow testing, water compliance, leak detections, bulk water stations, and hydrants
- 2) Chargebacks removed as positions are now allocated
- 3) Attributed to new debt associated with C01944 Niagara Stone Rd Watermain replacement and removal of the hydrant recovery and corresponding chargeback under Fire & Emergency Services of \$40k
- 4) Result of an increase in net expenses as this is the surplus transferred to reserve at year end

2022 Proposed Budget - Environmental Services - Waste Water				
720 - Environmental Services - Waste Water	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Government Transfers (Grants)	0	0	0	0.0%
Transfer from Reserves	1,841	1,841	0	0.0%
User Fees & Penalties	3,966,040	3,813,240	152,800	4.0% 1)
Revenues Total	3,967,881	3,815,081	152,800	4.0%
Expenses				
Contracted Services	4,051,759	3,742,553	309,206	8.3% 2)
Materials & Supplies	69,716	45,502	24,214	53.2% 3)
Net Chargebacks/(Recoveries)	48,300	183,335	(135,035)	(73.7%) 4)
Other Personnel Expenses	6,000	6,000	0	0.0%
Salaries Wages & Benefits	59,959	0	59,959	0.0%
Transfer to Reserves	140,729	547,900	(407,171)	(74.3%) 5)
Expenses Total	4,376,463	4,525,290	(148,827)	(3.3%)
720 - Environmental Services - Waste Water Net Levy	(408,582)	(710,209)	301,627	(42.5%)

Main Change Drivers:
1) Increase in Waste Water Fixed and Variable rates (4% per rate study)
2) Increases attributed to anticipated Regional variable and fixed charges (\$209k per rate study), as well as adjustments within various program budgets to align closer to actuals, which includes CCTV Inspections - \$11k, sewer main cleaning - \$10.5k, main repairs - \$25k, and the Trenchless program - \$50k
3) Increases associated with adjustments within various program budgets to align closer to actuals, as well as insurance indexing
4) Positions have been allocated and chargebacks removed
5) Result of an increase in net expenses as this is the surplus transferred to reserve at year end

2022 Proposed Budget - Storm Water Management				
730 - Storm Water Management	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Tax Levy	879,443	456,998	422,445	92.4%
Revenues Total	879,443	456,998	422,445	92.4%
Expenses				
Contracted Services	343,750	65,000	278,750	428.8% 1)
Materials & Supplies	8,500	2,500	6,000	240.0% 2)
Net Chargebacks/(Recoveries)	19,135	51,998	(32,863)	(63.2%) 3)
Salaries Wages & Benefits	45,558	0	45,558	100.0% 3)
Transfer to Reserves	462,500	337,500	125,000	37.0% 5)
Expenses Total	879,443	456,998	422,445	92.4%
730 - Storm Water Management Net Levy	0	(0)	0	0.0%

Main Change Drivers:
1) Increase attributed to addition of new cost centres: storm flushing - \$52.5k, manhole maintenance - \$5k, CCTV inspections - \$45k, trenchless repair - \$50k, and storm pond cleaning - 3 partially-annually -\$111k, and added \$15k to grass cutting to align closer to expected actuals
2) Increase associated with new autocad license & computer hardware
3) Chargebacks removed as positions are now allocated within salaries
4) Increase attributed to addition of a transfer to Storm Reserve for funding of a full pond cleaning of all 3 ponds every 4 years

2022 Proposed Budget - Street Lighting				
740 - Sreet Lighting	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
User Fees & Penalties	35,361	46,270	(10,909)	(23.6%) 1)
Revenues Total	35,361	46,270	(10,909)	(23.6%)
Expenses				
Contracted Services	82,000	117,600	(35,600)	(30.3%) 2)
Materials & Supplies	352,500	395,000	(42,500)	(10.8%) 3)
Net Chargebacks/(Recoveries)	182,617	187,546	(4,929)	(2.6%) 4)
Salaries Wages & Benefits	40,826	0	40,826	100.0% 4)
Expenses Total	657,942	700,146	(42,204)	(6.0%)
740 - Street Lighting Net Levy	(622,581)	(653,876)	31,295	(4.8%)

Main Change Drivers:
1) Decrease associated with adjustment for Billing Utility Locator position
2) Anticipated reduction in contracted maintenance costs expected as a result of LED conversion
3) Anticipated reduction in utilities as a result of further LED conversion
4) Overall reduction in debt charges; Positions are now allocated so corresponding chargebacks have been removed

2022 Proposed Budget - St. Davids Sewer				
750 - St Davids Sewer	2022 Proposed Budget	2021 Approved Budget	\$ Change	% Change
Revenues				
Transfer from Reserves	73,558	76,724	(3,166)	(4.1%)
Revenues Total	73,558	76,724	(3,166)	(4.1%)
Expenses				
Net Chargebacks/(Recoveries)	73,558	76,724	(3,166)	(4.1%)
Expenses Total	73,558	76,724	(3,166)	(4.1%)
750 - St Davids Sewer	0	0	0	0.0%

Note: This cost centre is used to manage the debt charges related to St. Davids sewer debenture.

Table 1: Overall Salary Summary				
	2022 Proposed	2021 Approved	\$ Change	% Change
Councillors	215,703	211,547	4,156	2.0%
FTE	10,694,714	10,114,570	580,144	5.7%
Contracts	2,465,424	1,885,209	580,215	30.8%
Library	653,027	614,321	38,706	6.3%
Volunteer Fire	692,000	586,000	106,000	18.1%
Total	14,720,868	13,411,648	1,309,221	9.8%

Appendix III- Salary Summaries

Special Council Meeting 2022-01-31

Table 2: Salary Summary By Funding Support & Department				
Funding Source	2022 Proposed	2021 Approved	\$ Change	% Change
Levy Supported				
Community and Development	1,342,671	1,402,962	(60,291)	(4.3%)
Corporate Services	2,128,759	1,713,252	415,506	24.3%
Council and Administration	542,451	620,650	(78,200)	(12.6%)
Fire & Emergency Services	1,547,796	1,332,345	215,451	16.2%
Library Services	653,027	614,321	38,706	6.3%
Municipal Purposes	69,876	0	69,876	100.0%
Operations - Parks Recreation & Facilities	3,227,307	3,010,363	216,943	7.2%
Public Works - Operations	2,317,230	2,518,033	(200,803)	(8.0%)
Street Lighting	40,826	0	40,826	100.0%
Total Levy Supported	11,869,943	11,211,927	658,016	5.9%
Rate Supported				
Building Services	784,622	653,651	130,971	20.0%
Environmental Services: Water / Waste Water	1,451,557	1,311,645	139,912	10.7%
Parking Operations	449,632	234,423	215,209	91.8%
Public Transit	60,553	0	60,553	100.0%
Public Works - Operations	59,003	0	59,003	100.0%
Total Rate Supported	2,805,368	2,199,719	605,648	27.5%
Special Levy				
Storm Water Management	45,558	0	45,558	100.0%
Grand Total	14,720,868	13,411,646	1,309,222	9.8%

Appendix III- Salary Summaries

Special Council Meeting 2022-01-31

Table 3: Salary Summary By Department (\$'s)				
Department	2022 Proposed	2021 Approved	\$ Change	% Change
Building Services	784,622	653,651	130,971	20.0% 1)
Community & Development	1,342,671	1,402,962	(60,291)	(4.3%) 1)
Corporate Services	2,128,759	1,713,252	415,507	24.3% 2)
CAO's Office	326,747	409,104	(82,357)	(20.1%) 3)
Council	215,703	211,547	4,156	2.0%
Environmental Services: Water Waste Water	1,451,557	1,311,645	139,912	10.7% 4)
Fire and Emergency Services	1,547,796	1,332,345	215,451	16.2% 5)
Library Services	653,027	614,321	38,706	6.3% 6)
Municipal Purposes	69,876	0	69,876	100.0% 7)
Parking Operations	449,632	234,423	215,209	91.8% 8)
Parks and Recreation	3,227,307	3,010,363	216,944	7.2% 9)
Public Works - Operations	2,376,234	2,518,033	(141,799)	(5.6%) 10)
Storm Water Management	45,558	0	45,558	100.0% 10)
Street Lighting	40,826	0	40,826	100.0% 10)
Transit Operations	60,553	0	60,553	100.0% 10)
Total	14,720,868	13,411,647	1,309,222	9.8%

Main Change Drivers:

Overall: increases partly driven by estimated COLA increase of 2% , along with changes in steps within the payband

1) Position allocations within Questica - various Community & Development staff (removed transfers and chargebacks/recoveries)

2) New contract staff and re-allocation of existing staff to newly created division - Customer Service and Experience

3) Re-allocation of Community Engagement Coordinator position to newly created Customer Service division

4) Position allocations in Questica (Director and Admin Assistant of PW) (removed transfer and chargebacks/recoveries)

5) Fire Program Administrator modified to 2080 from 1820 hrs in 2021; New MVC Cost Recovery Program Administrator; Volunteer Fire Fighter increases.

6) New addition of Social Media Library Associate position being proposed

7) Addition of an Elections Coordinator contract position along with volunteer staff to assist with the 2022 Municipal Election

8) Position allocations in Questica (Director and Admin Assistant of C&D); Proposed extension of new Special Enforcement Area Officer

9) New contract positions proposed: COVID screeners \$139k (funded with Safe Restart funds), and increased contract hrs by \$16k to reflect actual requirements

10) Position allocations in Questica (various - removed corresponding transfers and chargebacks/recoveries)

Appendix III- Salary Summaries

Special Council Meeting 2022-01-31

Table 4: Staff Compliment				
Status	2022 Proposed	2021 Approved	# Change	% Change
Councillors	9	9	0	0.00%
FTE (count)	95	94	1	1.06%
Contracts (hours)	80,738	66,931	13,807	20.63% *
Library FTE (count)	4	4	0	0.00%
Library Contract (hours)	7,597	6,765	832	12.30% *

*Explanations in Table 5B

Table 5A: Summary By Department (Full Time Count)				
Department	2022 FTE (Count)	2021 FTE (Count)	# Change	% Change
CAO's Office	2	3	(1)	(33.3%)
Council	9	9	0	0.0%
Corporate Services	17	16	1	6.3%
Fire Services	6	6	0	0.0%
Public Works/Operations	22	21	1	4.8%
Parking Operations	1	1	0	0.0%
Community & Development	13	13	0	0.0%
Building Services	6	6	0	0.0%
Library	4	4	0	0.0%
Parks and Recreation	17	17	0	0.0%
Environmental Services: Water Waste Water	11	11	0	0.0%
Total	108	107	1.00	0.9%

Appendix III- Salary Summaries

Special Council Meeting 2022-01-31

Table 5B: Summary By Department (Contract Hours)

Department	2022 Contract (Hours)	2021 Contract (Hours)	# Change	% Change
Municipal Purposes	1,680	0	1,680	100.0% 1)
CAO's Office	0	0	0	0.0%
Council	0	0	0	0.0%
Corporate Services	6,040	1,225	4,815	393.1% 2)
Fire Services	1,092	0	1,092	100.0% 3)
Public Works/Operations	8,440	8,440	0	0.0%
Parking Operations	5,640	4,600	1,040	22.6% 4)
Community & Development	3,620	2,150	1,470	68.4% 5)
Building Services	0	0	0	0.0%
Library	7,597	6,765	832	12.3% 6)
Parks and Recreation	51,198	45,504	5,694	12.5% 7)
Environmental Services: Water Waste Water	5,372	5,012	360	7.2% *
Total	90,679	73,696	16,983.00	34.9%

**Increased student hours (not reflective of new contract position)*

Table 5B (extension): New Contract Positions for the 2022 Budget:

Position	Budget Amount	Funding Source
1) Elections Coordinator	54,376	Levy
2) Customer Service Manager	145,640	Provincial Modernization
2) Procurement Officer	83,277	Provincial Modernization
2) Project Liason	10,880	Provincial Modernization
2) Communications Specialist	10,990	Fees - shared with West Lincoln (50%) / 50% with Levy
2) By-Law Officer (STR Support)	64,256	Short-term rental fees
3) Program Administrator - Community Risk Reduction	35,570	New Motor Vehicle Collision fees
4) Enforcement Officer - Special Areas Parking Enforcement	31,722	Parking
5) By-Law Officer (Modernization Initiative)	65,000	\$37,870 funded with Provincial Modernization and balance of \$27,130 funded with Levy
6) Library Social Media Associate	26,851	Levy
7) COVID Screeners	139,000	Safe Restart COVID-19 Reserve
Total	667,562	

Source	Total	% Impact on the Levy
Levy Supported	113,852	0.9%
Rate & Reserve Supported	553,710	0%
Total	667,562	

2022 Studies Review						
Department	Study & Account	2022 Proposed	Funding Source	Reserve Status	Priority (Low/Med/High)	
Roll forward from 2022:						
Storm	100-9012-40959 Dock Area Shoreline Protection	82,000	90% DC's; 10% Capital	Healthy/ Limited	High - Council direction	
Community & Development	100-9012-40967 Zoning By-Law	100,000	Corporate Studies	Deficit	Medium	
Community & Development	100-9012-40968 Cultural Heritage Landscape	98,000	Corporate Studies	Deficit	Medium- High	
Fire & Emergency Services	100-9012-40969 Fire Master Plan (Accreditation Phase)	17,000	Corporate Studies	Deficit	Medium - High	
Roads	100-9012-40977 Bridge and Culvert Inspection Report	20,000	Capital Levy	Limited	High - legislated - every 2 years	
Roads	100-9012-40978 Engineering DC Study	17,500	DC's	Healthy	High - align with DC Study above	
Roads	100-9012-4979 Guide Rails	37,355	Capital Levy	Limited	Medium -prior completed in 2003 - outdated	
General Government	100-9012-40980 Tourism Strategy	70,000	Capital Levy	Limited/Healthy	High - ties to Strategic Plan	
Waste Water	100-9012-40981 Sanitary Needs Model Update	105,000	Waste Water	Healthy	High - assists with future capital program replacements and ties into Asset Management	
		546,855				
New for 2022:						
Corporate Services	Asset Management Plan	42,000	OCIF	Healthy	High - Legislated Deadline	
Planning	BC 2022-16 - Official Plan	15,000	Corporate Studies	Deficit	Medium- High	
Planning	BC 2022-16 Zoning By-Law (Additional Funds)	25,000	Capital Levy	Limited	Medium- High	
Planning	BC 2022-16 Cultural Heritage Landscape (Additional Funds)	25,000	Capital Levy	Limited	Medium- High	
Planning	BC 2022-16 - Planning Process Mapping	10,000	Capital Levy	Limited	Medium- High	
Planning	BC 2022-16 - Secondary Plan Design Guide Update	20,000	Capital Levy	Limited	Medium- High	
Planning	BC 2022-16 - Review of Officoal Plan Winery Policies	40,000	Capital Levy	Limited	Medium- High	
Planning	BC 2022-16 - Review of Pros and Cons of CPPS	15,000	Capital Levy	Limited	Medium- High	
Planning	Character Study	70,000	Capital Levy	Limited	Medium- High	
Parks and Recreation	Recreation Master Plan	80,000	90% DC's; 10% Capital	Healthy/ Limited	Medium	
		342,000				
Grand Total		888,855				
Completed Studies in 2019:		Completed Studies in 2020:		Completed Studies in 2021:		
FCM Pavement Analysis	Roads Needs Study			Transportation Master Plan		
Bridge Needs Study	Service Delivery Review			Water Needs Study		
Corporate Strategic Plan	Water/Wastewater Rate Study					
Traffic Studies	Irrigation Master Plan					

Town of NOTL Debt Position for 2022 and Beyond (Actual and Proposed)							
				REMAINING BALANCES			
APPROVED DEBT:	Status		2022 Operating	Principle	Interest	Total	Years
St. Davids Sewer (82-2005)	Current Approved	N/A	73,558.63	270,323	14,361	284,684	4
Street lighting/Water (Prideeux St) (73-012)	Current Approved	56% water rate /44% levy	61,860.00	60,000	1,860	61,860	1
Former NDSS (75-2015)	Current Approved	Levy (funds previously received from sale of school)	104,682.00	812,000	130,261	942,261	9
LED Realterm SL	Current Approved	Levy	44,744.68	135,155	29,666	164,821	4
Fire Ladder/Aerial Truck	Current Approved	Levy	85,286.78	1,343,830	276,618	1,620,448	19
Phragmities Tractor/Equipment	Current Approved	31% levy/10% Storm/21% Irrigation/38% Drains	46,454.28	416,045	54,137	470,182	20
Dee Rd Pumphouse	Current Approved	Irrigation rates	147,061.88	1,604,317	307,488	1,911,805	13
LED StreetLighting Conversion	Current Approved	Levy	51,467.80	418,815	104,051	522,867	9
Niagara Nursery School Debenture (64% is Niagara Nursery School and 36% is Town debt) - estimated; not yet issued*	Current Approved	Levy (NNS portion to be offset with additional rent)	62,571.08	955,000.00	296,421.23	1,251,421	20
Pumper Truck C01860 - estimated; not yet issued*	Current Approved	Levy	53,874.46	820,000	257,489	1,077,489	20
SCBA Equipment C01381	Current Approved	Levy	46,598.02	415,615	54,137	469,752	20
Realterm LED Phase 2 (Region Portion)	Current Approved	Levy	59,085.65	542,519	50,644	593,163	10
Total Current Debt			837,245	7,793,619	1,577,133	9,370,753	
PROPOSED NEW DEBT:							
C01960 NSR Streetscape Enhancements Phase 1 - estimate	<i>Proposed for 2022</i>	<i>Levy</i>	39,091.84	595,000	186,837	781,837	20
C01966 Irvine Rd Reconstruction & Drainage- estimate	<i>Proposed for 2022</i>	<i>Levy</i>	28,017.98	430,000	130,359	560,359	20
C01944 Niagara Stone Rd Watermain Replacement- estimate	<i>Proposed for 2022</i>	<i>Water rates</i>	86,660.24	1,330,000	403,205	1,733,205	20
C01930 Tanker Truck- estimate	<i>Proposed for 2022</i>	<i>Development Charges</i>	27,692.18	425,000	128,844	553,844	20
C01950 Tanker Truck- estimate	<i>Proposed for 2022</i>	<i>Development Charges</i>	27,692.18	425,000	128,844	553,844	20
**NEW - Niagara Stone Rd Streetscape	<i>Proposed for 2023</i>			322,000	TBD	TBD	TBD
**NEW - Glendale Streetscape	<i>Proposed for 2023</i>			235,000	TBD	TBD	TBD
Total Proposed Debt			209,154	3,762,000	978,088	4,183,088	
TOTAL Current & Proposed Debt			1,046,400	11,555,619	2,555,221	13,553,841	

**Proposed new for 2022- debentures have not yet been obtained and therefore schedules and figures are estimated; The Niagara Nursery and C01860 Pumper Trucks were approved through 2021, however, since projects are not finalized, the debentures have been deferred to 2022*

*** Proposed in previous council meeting during 2020 - not currently in the budget; To be reviewed for 2023 Budget*



SPECIAL COUNCIL MEETING MINUTES

Monday January 31, 2022

06:00 PM

PRESENT:

This meeting was held via Video Conference due to COVID-19 and public health concerns and was able to be viewed via Livestream on the Town's website.

Lord Mayor Betty Disero, Councillors: Al Bisback, Norm Arsenault, Gary Burroughs, Clare Cameron, Wendy Cheropita, Sandra O'Connor, Erwin Wiens, John Wiens

REGRETS:

STAFF:

Marnie Cluckie	Chief Administrative Officer
Kyle Freeborn	Director, Corporate Services
Nick Alaimo	Deputy Treasurer
Sheldon Randall	Direction, Operations
Kevin Turcotte	Manager, Parks & Recreation
Brett Ruck	Irrigation & Drainage Supervisor
Nick Ruller	Fire Chief
Rick Wilson	Acting, Director, Community & Development Services
Tara Druzina	Administrative Assistant
Colleen Hutt	Acting Town Clerk

OTHERS:

MEDIA:

CALL TO ORDER

Lord Mayor Betty Disero called the meeting to order at 6:00 p.m.

DELEGATION OF POWERS AND DUTIES

I, Colleen Hutt, Acting Town Clerk, delegate powers and duties to Tara Druzina for the Special Council Meeting on January 31, 2022, under Section 228(4) & (5), Municipal Act 2001.

ADOPTION OF AGENDA

Moved by Councillor Norm Arsenault, seconded by Councillor Wendy Cheropita that the agenda be adopted as presented.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	
GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS	X	
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	9	

- resolution #1, **APPROVED.**

CONFLICT OF INTEREST

There were no conflicts of interest declared at this time.

DELEGATIONS

- (1) Janet Jones, Chair Tourism Advisory Working Group (TAWG)
- Municipal Accommodation Tax (MAT)

Janet Jones, Chair of the Tourism Advisory Working Group was present to request Council give consideration to a governance document in order to ensure that this goes forward in a transparent manner. She also stated this group feels a tourism strategic plan should be in place prior to the accommodation tax. She also requested that there be good representation in the development of the guidance document. Council asked Ms. Jones questions in regard to her presentation.

- (2) Paul MacIntyre, Vintage Inns - 129 Loretta Drive
- Municipal Accommodation Tax (MAT)

Mr. MacIntyre noted there was a clear intent to move forward with implementation of the accommodation tax, he hoped that intent was to help tourism. He stated concern with in the request to the sector in regard to technology, administration and timelines.

Council asked Ms. Jones and Mr. MacIntyre questions in regard to their presentations. Lord Mayor Betty Disero thanked Ms. Jones and Mr. MacIntyre for their presentations.

PRESENTATION

- (1) 2022 Operating Budget

Councillor Al Bisback, Chair of the Audit & Finance Committee provided an introduction to the Council on the process and deliberations in October. He further thanked staff and CAO for guidance.

Marnie Cluckie, Chief Administrative Officer introduced Director Freeborn and the presentation for the 2022 Operating Budget. She also thanked the Committee for their guidance and feedback.

Kyle Freeborn, Director, Corporate Services/Treasurer spoke to an electronic presentation regarding the 2022 Operating Budget. Mr. Freeborn provided Council details on the following: 2022 Budget Overview - Process - Audit & Finance Committee, Public Engagement, Timeline, Guidance, Key Factors, Pressures, and 2021/2022 Key Initiatives. Mr. Freeborn further discussed 2022 Drivers & Guidance - Key Initiatives, Partner Initiatives; Budget Principles, 2022 Proposed Tax Levy, the approach to Budget Reductions, Changes from the first Draft, Budget Summary - Levy Supported and Proposed Storm Levy. He further brought forward the Storm Investment, Additional Considerations, Budget Summary - Rate Supported, Revenues, Expenses, New Studies, Highlights and Next Steps. Director Kyle Freeborn concluded the presentation by stating that staff have presented Council with a 2.99% increased Operating Budget, as requested.

Council asked questions in regard to the following:

- increase to storm water funding
- budget overview timeline
- legal costs
- parking revenues
- storm water budgeting
- service delivery review savings

COMMITTEE MINUTES & REPORTS

(1) Audit & Finance Minutes - January 21, 2022

Moved by Councillor Al Bisback, seconded by Councillor Norm Arsenault that Recommendation 1.1 of the January 21, 2022 Audit & Finance Minutes be approved as follows:

1.1 the 13 for 13 Event be moved ahead and funded from Parking.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	
GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS		X
JOHN WIENS	X	

LORD MAYOR BETTY DISERO	X	
TOTALS	8	1

APPROVED.

Moved by Councillor Norm Arsenault, seconded by Councillor Al Bisback that Recommendation 1.2 of the January 21, 2022 Audit & Finance Minutes be amended as follows:

WHEREAS at the August 30th, 2021 meeting, Council approved the introduction of Municipal Accommodation Tax (MAT) within the 2022 budget for accommodations with 5 or more rooms, with a scaled up version of 2%, 3% and 4% over 3 years and that any funds generated be put in a reserve to support tourism infrastructure,

AND WHEREAS Council directed the Audit & Finance Committee to formulate recommendations for tourism based capital projects for Council consideration in the 2022 Budget year and that the introduction of MAT be included in the scope of the Tourism Strategy,

AND WHEREAS at the December 20, 2021 Council approved a donation of \$100,000 as the first instalment of a \$500,000 five year commitment to the Museum Capital expansion program, without a funding source,

THEREFORE the Audit and Finance Committee recommends that Council direct staff to implement the MAT as approved by Council, that they establish the appropriate reserve accounts and consult with the accommodation providers over the next several months, *that the 2022 Museum request of \$100,000 be funded from the MAT reserves* and that the implementation date be set as July 1, 2022.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	
GARY BURROUGHS		X
CLARE CAMERON		X
WENDY CHEROPITA		X
SANDRA O'CONNOR	X	
ERWIN WIENS		X
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	5	4

APPROVED.

Moved by Councillor Sandra O'Connor, seconded by Councillor Norm Arsenault that Recommendation 1.3 and 1.4 of the January 21, 2022 Audit & Finance Minutes be approved as follows:

1.3 that the committee supports a donation of \$5,000 to Music Niagara and

- 1.4 Recommendation; and to accept the operating budget as amended and include the donation of \$5,000 to Music Niagara.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK		X
GARY BURROUGHS		X
CLARE CAMERON		X
WENDY CHEROPITA		X
SANDRA O'CONNOR	X	
ERWIN WIENS		X
JOHN WIENS		X
LORD MAYOR BETTY DISERO	X	
TOTALS	3	6

DEFEATED.

Moved by Councillor Gary Burroughs, seconded by Councillor Wendy Cheropita that Recommendation 1.5 of the January 21, 2022 Audit & Finance Minutes be approved as follows:

- 1.5 that staff investigate the potential of allocating \$100,000 from the building permit revenue account to the operating budget.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	
GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS		X
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	8	1

APPROVED.

The balance of the January 21, 2022 Audit & Finance Minutes were voted on.

Moved by Councillor Norm Arsenault, seconded by Councillor John Wiens that the Audit & Finance Committee Minutes of January 21, 2022 be approved.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	

GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS	X	
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	9	

- resolution #2, **APPROVED, AS AMENDED.**

(2) CS-22-002 - 2022 Proposed Operating Budget

Moved by Councillor Gary Burroughs, seconded by Councillor Clare Cameron that no monies for the rainbow crosswalk project worth approximately \$15,000 be expended until there has been more public consultation regarding the location of the crosswalk and benches and a report be returned to Council.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	
GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS	X	
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	9	

APPROVED.

Moved by Councillor Gary Burroughs, seconded by Councillor Al Bisback that the recommendations contained in Corporate Services Report CS-22-002 - 2022 Proposed Operating Budget be approved as follows:

- 1.1 The 2022 Operating budget as noted in "Appendix II", attached to this report, which includes an operating levy of \$13,670,566 and a Special Area Levy for Storm Water of \$879,443, be approved; and
- 1.2 The Clerk prepare the necessary by-law to set and levy the tax rates for the Town of Niagara-on-the-Lake purposes, for Niagara Region purposes, and for Educational purposes for the 2022 tax year after budgets are approved.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	

GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS		X
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	8	1

- resolution #3, **APPROVED, AS AMENDED.**

Moved by Councillor Wendy Cheropita, seconded by Councillor Clare Cameron to include the creation of a Governance Advisory Group, of up to nine (9) tourism stakeholders, selected by staff, to assist the staff in the design and governance processes for the MAT program to be implemented by July 1, 2022 and this initiative not delay the implementation of the program.

COUNCILLOR	YEA	NAY
NORM ARSENAULT		X
AL BISBACK	X	
GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR		X
ERWIN WIENS	X	
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	7	2

- resolution #4, **APPROVED.**

INFORMATION PACKAGE

(1) January 27, 2022

Moved by Councillor Gary Burroughs, seconded by Councillor Wendy that the Information Package of January 27, 2022 be received.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	
GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS	X	
JOHN WIENS	X	

LORD MAYOR BETTY DISERO	X	
TOTALS	9	

- resolution #5, **APPROVED.**

PROCEEDINGS BY-LAW

5388-22 - A by-law to confirm the proceedings at the Special Council Meeting of the Corporation of the Town of Niagara-on-the-Lake on January 31, 2022.

Moved by Councillor Al Bisback, seconded by Councillor Sandra O'Connor that that leave be given to introduce By-law No. 5388-22, and that the same be considered read a first, second and third time and passed any ruling of this Council to the contrary notwithstanding.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	
GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS	X	
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	9	

- resolution #6, **APPROVED.**

ADJOURNMENT

Moved by Councillor Gary Burroughs, seconded by Councillor Clare Cameron that this Council adjourn to the next regular meeting of February 28, 2022 and if a special meeting is required, it will be held at the call of the Lord Mayor.

COUNCILLOR	YEA	NAY
NORM ARSENAULT	X	
AL BISBACK	X	
GARY BURROUGHS	X	
CLARE CAMERON	X	
WENDY CHEROPITA	X	
SANDRA O'CONNOR	X	
ERWIN WIENS	X	
JOHN WIENS	X	
LORD MAYOR BETTY DISERO	X	
TOTALS	9	

- resolution #7, **APPROVED.**

VERBAL MOTIONS:

ADJOURNMENT: 10:20 PM

LORD MAYOR BETTY DISERO

ACTING TOWN CLERK COLLEEN HUTT



5389-22 - Council proceedings January 24.22.pdf



Audit & Finance Committee - January 21.22.pdf



05081600.pdf



CS-22-002.pdf

2022 Capital Index

Year	Department	Project Name	Funding Source	Budget
2022	Corporate Services	C00735 - Replace Engineering Plotter Scanner	901 - Capital	20,000
			Total	20,000
		C00743 - Corporate PC Replacement Program	901 - Capital	48,000
			Total	48,000
		C00744 - Network Equipment Upgrades and Enhancements	901 - Capital	7,000
			Total	7,000
		C00945 - New Council Technology Equipment	901 - Capital	18,000
			Total	18,000
		C01093 - New Council Communications Equipment	901 - Capital	5,000
			Total	5,000
		C01702 - Replace Storage Area Network (OPS Server Room)	901 - Capital	50,000
			Total	50,000
		C01968 - Fire Stations - Enhanced Wi-Fi Connectivity	901 - Capital	10,000
			Total	10,000
			Total	158,000
Environmental Services - Waste Water		C01953 - CSO Flow Monitoring Old Town (Phase 4)(Dorchester North & William East Area) (Post Repair Program)	905 - Waste Water	30,000
			981 - Grants and Other	20,000
			Total	50,000
		C01954 - CSO Reduction Project to be determined by I/I Study - Old Town (Phase 5)(Mississauga Beach Area)	821 - DC: Waste Water	37,800
			905 - Waste Water	67,200
			981 - Grants and Other	45,000
			Total	150,000
		C01955 - Queenston Combined Sewer Overflow Infiltration/Infill Study	905 - Waste Water	90,000
			981 - Grants and Other	60,000
			Total	150,000
C01956 - Pollution Control Plan Study			905 - Waste Water	100,000
			981 - Grants and Other	100,000
			Total	200,000
C01957 - Pollution Control Plan Flow Monitoring			905 - Waste Water	15,000
			981 - Grants and Other	15,000
			Total	30,000
C01958 - Garrison Village Sanitary Sewer		905 - Waste Water	50,000	

2022 Capital Index

	Rehabilitation CIPP (Cured in Place Pipe)	Total	50,000
	C01959 - Garrison Village Sanitary Lateral Repair and Replacement (Phase 2)	905 - Waste Water	140,000
		Total	140,000
	Total		770,000
Environmental Services - Water	C01944 - Niagara Stone Road Watermain Replacement - 600m South of Line 4 Road to 600 m East of Airport Road	800 - Capital Financing - Debt	1,330,000
		829 - OCIF	290,000
		904 - Water	1,000,000
		Total	2,620,000
	C01945 - Line 3 Road Watermain (New) - Four Mile Creek Road to Concession 4 Road	904 - Water	230,000
		Total	230,000
	C01947 - Engineering - Line 5 Road Water Replacement (Concession 2 Road to Dead End &	904 - Water	90,000
		Total	90,000
	Total		2,940,000
Fire & Emergency Services	C00274 - 2022 Protective Equipment	901 - Capital	75,000
		Total	75,000
	C00501 - 2022 Miscellaneous Firefighting Equipment	901 - Capital	25,000
		Total	25,000
	C01556 - Station 3 Oil Separators	901 - Capital	12,000
		Total	12,000
	C01747 - Volunteer Firefighter Uniform Project - Phase 4 (Final)	901 - Capital	25,000
		Total	25,000
	C01923 - Diesel Exhaust Removal System - Fire Station 2	901 - Capital	90,000
		Total	90,000
	C01924 - Diesel Exhaust Removal System - Fire Station 4	901 - Capital	60,000
		Total	60,000
	C01925 - Vehicle Extrication Lifting Airbags	901 - Capital	27,500
		Total	27,500
	C01926 - Personal Protective Clothing Washer/Extractor	941 - Fire Vehicle & Equipmen	15,000
		Total	15,000
	C01929 - Parking Lot Paving - Fire Station 4	901 - Capital	24,000
		Total	24,000
	C01930 - Tanker Truck (Ordered)	800 - Capital Financing - Debt	425,000
		Total	425,000

2022 Capital Index

	C01931 - Fitness Equipment - Fire Station 5	941 - Fire Vehicle & Equipmen	8,000
		Total	8,000
	C01933 - Hoses, nozzles, and appliances	901 - Capital	20,000
		Total	20,000
	C01941 - Additional Funds for Pumper C01745	901 - Capital	855,000
		Total	855,000
	C01942 - 2022 New Recruit Firefighter Protective Equipment	901 - Capital	20,000
		Total	20,000
	C01950 - Tanker Truck	800 - Capital Financing - Debt	425,000
		Total	425,000
	C01952 - Volunteer Firefighter DZ Licensing Course	901 - Capital	15,000
		Total	15,000
	C01965 - Fire Station 1 - Addition - Fire Administration Offices Consulting Services for	813 - DC: Fire	90,000
		Total	90,000
	Total		2,211,500
Operations - Parks and Recreation Vehicles and Equipment	C01992 - Niagara Lakeshore Cemetery - Mower Lift	901 - Capital	7,000
		Total	7,000
	Total		7,000
Operations - Parks Recreation & Facilities	C01029 - Simcoe Park - Playground Replacement	807 - Park Dedication	150,000
		Total	150,000
	C01605 - Pumphouse - Painting Exterior - Windows & Soffits	901 - Capital	35,000
		Total	35,000
	C01974 - Rainbow Crosswalk	901 - Capital	15,000
		Total	15,000
	C01980 - Memorial Park - Canada Summer Games - Tennis Court Upgrades	807 - Park Dedication	50,000
		981 - Grants and Other	40,000
		Total	90,000
	C01983 - Niagara Lakeshore Cemetery - Columbarium - New Section - Unit 1	901 - Capital	60,000
		Total	60,000
	C01986 - Administration Building - Floor Scrubber	901 - Capital	5,000
		Total	5,000
	C01988 - Virgil Sports Park - Protective Netting	901 - Capital	40,000
		Total	40,000

2022 Capital Index

	C01991 - Operations Centre - Mezzanine - Fire Exit	901 - Capital	70,000
		Total	70,000
	C01997 - Canada Summer Games - Simcoe Park (13 of 13 Event)	802 - Donations	10,000
		983 - Municipal Accommodation Tax	60,000
		Total	70,000
	Total		535,000
Operations - Public Works - Roads	C01907 - Regent Street Resurfacing - Centre Street to William Street to Mary Street	829 - OCIF	55,000
		Total	55,000
	C01908 - Gage Street Resurfacing - Dorchester Street to Butler Street to Mississagua Street	829 - OCIF	55,000
		Total	55,000
	C01909 - Concession 6 Road Resurfacing and Widening - Queenston Road to York Road	829 - OCIF	325,000
		Total	325,000
	C01911 - Line 3 Road Reconstruction - Four Mile Creek Road to Concession 4 Road	829 - OCIF	750,000
		Total	750,000
	C01913 - Concession 6 Road Reconstruction - Warner Road to Niagara Falls Border Phase 1	901 - Capital	105,000
		Total	105,000
	C01914 - 2022 Guide Rail Improvement Program - Phase 1	829 - OCIF	100,000
		Total	100,000
	C01915 - Cannery Trail Resurfacing - Phase 1	901 - Capital	15,000
		Total	15,000
	C01916 - Crack Sealing	901 - Capital	50,000
		Total	50,000
	C01917 - Scour Protection Improvement Program Phase 1 - Various Locations	901 - Capital	100,000
		Total	100,000
	C01918 - One Mile Creek Culvert Inspections	960 - Bridges and Culverts	10,000
		Total	10,000
	C01922 - ENG - Mississagua Street Reconstruction - Mary Street to Gage Street	901 - Capital	60,000
		Total	60,000
	C01960 - Niagara Stone Road Regional Streetscape Enhancements Phase 1 (FMC to ...)	800 - Capital Financing - Debt	595,000
		Total	595,000
	C01966 - Irvine Road Reconstruction and Drainage Improvements	800 - Capital Financing - Debt	430,000
		Total	430,000
	Total		2,650,000

2022 Capital Index

Operations - Public Works Vehicles and Equipment	C01978 - 2022 Miscellaneous Equipment	901 - Capital	25,000
		Total	25,000
	Total		25,000
Parking Operations	C01999 - Single Space Meters	965 - Parking	30,000
		Total	30,000
	Total		30,000
Storm Water Management	C00892 - Minor Storm System Improvements (CB Installations)	901 - Capital	25,000
		Total	25,000
	C01892 - Garrison Village Storm Sewer Rehabilitation CIPP (Cured in Place Pipe)	901 - Capital	215,000
		Total	215,000
	C01964 - Queenston Area Stormwater Servicing Class EA Addendum Review	903 - Storm Water	25,000
	Total	25,000	
Total			265,000
Total			10,010,700
Total			9,591,500

Capital Project Information Sheet

Budget Year 2022	Department 130 - Corporate Services	Project ID C00735
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Project Title

Replace Engineering Plotter Scanner

Project Description

Large format plotter scanner

Justification

Large format printing and scanning are essential tools for both Town Staff and external customers specifically when working with maps and large prints. A new replacement unit that combines both large format printing and scanning capabilities ensures uninterrupted service as the current unit's life cycle nears its end.

Future Impact(s)

Large format scanner and plotter devices will require regular maintenance kits (pick up rollers, gears, pins, etc.) throughout their lifetime. Once the equipment nears its expected life cycle, a more expensive fuser and bulb kit will be required based on years and volume of use. Over time, these replacement kits will be needed more often or will require additional service and parts and place undue downtime. Proper replacement of the device on its expected life cycle ensures uninterrupted use for Engineering and Operations, as well as the public and other external customers.

<u>Fund Description</u>	<u>Amount</u>
Capital	20,000
Total Project	<u>20,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 130 - Corporate Services	Project ID C00743
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Project Title

Corporate PC Replacement Program

Project Description

Corporate Computers and Peripherals Replacement Program

Justification

Computers and Printers are currently replaced based on a 4 year life cycle classification for a majority of users. This program coordinates, manages and budgets for replacements based on said schedule, which helps budgeting predictability and better overall reallocation strategies. Power users are reviewed for replacement between 3 - 4 years and internet stations or kiosks are replaced every 5 year, with tablets and other workstation peripherals (monitors, KVM's, Keyboards, mice, etc.) every 4-5 years.

Future Impact(s)

The Town has now deployed 140 desktops and laptops and over 40 tablets as computing device across all Town facilities and vehicles. The need for giving staff the ability to be mobile has facilitated the shift from computers to laptops and tablets, which further increases per unit cost. This project ensures we keep with our current replacement schedule and mitigates unnecessary downtime from equipment breaking down or being End of Life with no support for security updates and patches.

<u>Fund Description</u>	<u>Amount</u>
Capital	48,000
Total Project	<u>48,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 130 - Corporate Services	Project ID C00744
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Project Title

Network Equipment Upgrades and Enhancements

Project Description

Information Technology - Other Network equipment including, but not limited to: Network Switches and Access points and Wi-Fi Routers, Fibre and network cables and drops, Transceivers, new Network Cat6 data cable.

Justification

Network Equipment upgrades are required to maintain the Corporations network infrastructure. Continuous upgrades to these equipment ensures uninterrupted connectivity and service between departments and facilities as well as ensures compliance for network security and integrity.

Future Impact(s)

Failure to replace aging and dated network equipment exposes the Town to not only productivity loss during downtimes, but also risks the security and integrity of the Town's network infrastructure.

<u>Fund Description</u>	<u>Amount</u>
Capital	7,000
Total Project	<u>7,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 130 - Corporate Services	Project ID C00945
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Project Title

New Council Technology Equipment

Project Description

New incoming Council IT Equipment (Tablet or PC)

Justification

New Technology Tools for the new incoming Council including, but not limited to: Tablets or Laptops, Peripherals and Accessories, Mobile Office apps and collaborative tools. New devices would future proof devices on security and compliance for the upcoming Term of Council.

Future Impact(s)

The need to give incoming Council the necessary tools to securely mandate, govern and effectively collaborate with other Council members and public.

<u>Fund Description</u>	<u>Amount</u>
Capital	18,000
Total Project	<u>18,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 130 - Corporate Services	Project ID C01093
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Project Title

New Council Communications Equipment

Project Description

Smartphones and Accessories

Justification

New Communications Tools for the new incoming Council - smartphones and accessories. New devices would future proof devices on security and compliance for the upcoming Term of Council.

Future Impact(s)

The need to give incoming Council the necessary communications tools.

<u>Fund Description</u>	<u>Amount</u>
Capital	5,000
Total Project	<u>5,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 130 - Corporate Services	Project ID C01702
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Project Title

Replace Storage Area Network (OPS Server Room)

Project Description

SAN Server with 3 bay 96TB array

Justification

The Town's Virtual serves and its data storage continue to increase at an exponential rate. Having these on a proper collocated SAN would ensure business continuity.

Future Impact(s)

Replacing old hardware and increasing storage capacity.

<u>Fund Description</u>	<u>Amount</u>
Capital	50,000
Total Project	<u>50,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 130 - Corporate Services	Project ID C01968
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Project Title

Fire Stations - Enhanced Wi-Fi Connectivity

Project Description

Improved Wi-Fi connectivity by installing MESH routers and required backhaul data drops.

Justification

Connectivity in Offices, Meeting Rooms and Vehicle Bay areas are required.

Future Impact(s)

The need to stay connected for Fire officers, volunteers, as well as trucks and vehicles.

<u>Fund Description</u>	<u>Amount</u>
Capital	10,000
Total Project	<u>10,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C00274
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Project Title

2022 Protective Equipment

Project Description

The replacement of firefighter personal protective equipment such as bunker gear, structural firefighting boots, protective hoods, gloves, helmets and safety footwear.

Justification

The replacement of personal protective equipment is required no less than 10 years after manufacturing, and whenever the equipment becomes damaged or fails inspection. This is a legislated requirement (O Reg 714/94 Firefighter Protective Equipment) and is also necessary to ensure firefighter safety. The \$75,000 is an estimation based on the forecasted replacement program that factors in the age of the equipment and the inspection results from the last completed inspections.

All equipment will be inspected again in early 2022, the results of which will specifically guide the replacements.

Future Impact(s)

Consequences of not proceeding:

Inadequate personal protective equipment may lead to a reduction in the level of service as volunteers firefighters will not be able to engage in emergency response.

<u>Fund Description</u>	<u>Amount</u>
Capital	75,000
Total Project	<u>75,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C00501
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Project Title

2022 Miscellaneous Firefighting Equipment

Project Description

The purchase of firefighting equipment such as, but not limited to ventilation fans, ventilation saws, forcible entry saws, lights, generators, vehicle stabilization equipment, fire extinguishers, ladders and hand tools.

Justification

These purchases are completed when required to maintain inventory or when equipment is damaged beyond repair. Minimum equipment requirements are established by NFPA standards and equipment is checked on a regular basis and a master inventory is maintained. Equipment is maintained through a preventative maintenance and testing program where required.

Future Impact(s)

Failure to fund equipment replacement can severely limit the capability of responding firefighting crews resulting in unnecessary delays or ineffective emergency response.

<u>Fund Description</u>	<u>Amount</u>
Capital	25,000
Total Project	<u>25,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01556
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Project Title

Station 3 Oil Separators

Project Description

Replace the failing oil and water separator in the fire apparatus bay at Fire Station 3.

Justification

At the direction of the Town's Facilities Supervisor, we have forecasted the replacement of this device as there is evidence that it has reached the end of its useful life and we may experience a failure.

Future Impact(s)

Consequences of not proceeding:

A failure may result in contamination of wastewater due to the failed collection chamber.

<u>Fund Description</u>	<u>Amount</u>
Capital	12,000
Total Project	<u>12,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01747
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Project Title

Volunteer Firefighter Uniform Project - Phase 4 (Final)

Project Description

The provision of uniforms for volunteer firefighters.

Justification

This is the 4th and final phase of a 4-year project (FES-19-004) to replace volunteer firefighter uniforms. This phase will allow for the provision of dress uniforms for 30 volunteer firefighters as well as develop some stock of station wear uniforms. These uniforms are worn to events including, but not limited to, funerals, memorials, Remembrance Day ceremonies, awards ceremonies, and graduation ceremonies.

Future Impact(s)

<u>Fund Description</u>	<u>Amount</u>
Capital	25,000
Total Project	<u>25,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01923
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Project Title

Diesel Exhaust Removal System - Fire Station 2

Project Description

Diesel exhaust removal system

Justification

As outlined in FES-20-013, Fire Station 2 in St.Davids lacks the space to properly store firefighter protective clothing as recommended by the Ministry of Labour. Firefighter protective clothing is currently stored in the apparatus bays, exposing it to carcinogens from diesel exhaust.

Employers, supervisors and workers all play a role in taking responsibility for health and safety in the workplace. Understanding the duties, responsibilities and rights under Ontario's Occupational Health and Safety Act (OHSA) is integral to ensuring all workers stay safe and healthy at work. The goal is to prevent workplace injuries, illnesses and deaths.

Niagara-on-the-Lake Fire & Emergency Services has attempted to limit firefighter exposure by doing the following:

- performing all vehicle/equipment maintenance tasks in a manner to minimize exposure to exhaust gases
- ventilating the fire station by opening doors
- allowing sufficient time for exhaust to clear
- moving fire apparatus outdoors as soon as possible after start up
- isolating the training room/kitchen/office space from the apparatus area, ensuring doors are self-closing and have adequate door seals
- washing personal protective clothing and other surfaces contaminated with soot and other products of combustion

According to the Ministry of Labour, "If the apparatus floor is not equipped with a direct local exhaust system from the tailpipes of vehicles, then exhaust emissions from the apparatus can be captured by general mechanical ventilation at 20,000 cfm (or more) per operating truck and 100 cfm/horsepower for diesel-fuelled vehicles. If the apparatus floor has only natural ventilation, then clean bunker gear should not be stored on the apparatus floor to prevent contamination of clean gear with diesel soot."

If a firefighter or a fire investigator is diagnosed with a prescribed cancer and meets the employment duration and additional criteria for the prescribed cancer, then the disease is presumed to be an occupational disease due to the nature of the worker's employment, unless the contrary is shown. Consequently, compensable illnesses are likely to increase over time if diesel exhaust removal systems are not prioritized.

The 2020 Fire Master Plan has recommended the installation of these systems in all fire stations within a 1-3 year timeframe. As Fire Station 2 does not have a diesel exhaust capture system, and the storage of bunker gear is within the apparatus bay, it is recommended that Council approve the installation of a system in early 2022.

Future Impact(s)

Reducing diesel exhaust exposure to firefighters will reduce incidences of compensable illness to volunteer firefighters. Consideration will be given to systems that can be removed and re-installed in the event of future fire station consolidation.

Capital Project Information Sheet

Fund Description	Amount
Capital	90,000
Total Project	90,000

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01924
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Project Title

Diesel Exhaust Removal System - Fire Station 4

Project Description

Diesel exhaust removal system

Justification

As outlined in FES-20-013, Fire Station 4 in Queenston lacks the space to properly store firefighter protective clothing as recommended by the Ministry of Labour. Firefighter protective clothing is currently stored in the apparatus bays, exposing it to carcinogens from diesel exhaust.

Employers, supervisors and workers all play a role in taking responsibility for health and safety in the workplace. Understanding the duties, responsibilities and rights under Ontario's Occupational Health and Safety Act (OHSA) is integral to ensuring all workers stay safe and healthy at work. The goal is to prevent workplace injuries, illnesses and deaths.

Niagara-on-the-Lake Fire & Emergency Services has attempted to limit firefighter exposure by doing the following:

- performing all vehicle/equipment maintenance tasks in a manner to minimize exposure to exhaust gases
- ventilating the fire station by opening doors
- allowing sufficient time for exhaust to clear
- moving fire apparatus outdoors as soon as possible after start up
- isolating the training room/kitchen/office space from the apparatus area, ensuring doors are self-closing and have adequate door seals
- washing personal protective clothing and other surfaces contaminated with soot and other products of combustion

According to the Ministry of Labour, "If the apparatus floor is not equipped with a direct local exhaust system from the tailpipes of vehicles, then exhaust emissions from the apparatus can be captured by general mechanical ventilation at 20,000 cfm (or more) per operating truck and 100 cfm/horsepower for diesel-fuelled vehicles. If the apparatus floor has only natural ventilation, then clean bunker gear should not be stored on the apparatus floor to prevent contamination of clean gear with diesel soot."

If a firefighter or a fire investigator is diagnosed with a prescribed cancer and meets the employment duration and additional criteria for the prescribed cancer, then the disease is presumed to be an occupational disease due to the nature of the worker's employment, unless the contrary is shown. Consequently, compensable illnesses are likely to increase over time if diesel exhaust removal systems are not prioritized.

The 2020 Fire Master Plan has recommended the installation of these systems in all fire stations within a 1-3 year timeframe. As Fire Station 4 does not have a diesel exhaust capture system, and the storage of bunker gear is within the apparatus bay, it is recommended that Council approve the installation of a system in early 2022.

Capital Project Information Sheet

Future Impact(s)

Reducing diesel exhaust exposure to firefighters will reduce incidences of compensable illness to volunteer firefighters. Consideration will be given to systems that can be removed and re-installed in the event of future fire station consolidation.

Fund Description	Amount
Capital	60,000
Total Project	60,000

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01925
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Project Title

Vehicle Extrication Lifting Airbags

Project Description

Equipment for motor vehicle collision extrication.

Justification

Volunteer firefighters respond to over 100 motor vehicle collisions annually. Many of these collisions involve significant damage, often requiring that firefighters use specialized equipment in order to gain access to patients. Included in the cache of equipment required to complete these technical rescues is a product commonly referred to as 'lifting airbags'.

In addition to the use of the airbags during motor vehicle collisions, this equipment has also proven useful for various rescues where firefighters must create a survivable space for a patient while the rescue occurs. For example, in early 2021, volunteer firefighters used the airbags to free a dog that was trapped in a crevice near the Lake Ontario shoreline.

The age of the current equipment requires it to be replaced in order to adhere to the National Fire Protection Standard on Rescue Tools. Failure to replace this equipment may result in a firefighter or civilian injury or fatality in the event of a failure of the existing equipment.

Future Impact(s)

These units are expected to last approximately 10 years. Annual testing will be required.

Fund Description	Amount
Capital	27,500
Total Project	27,500

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01926
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Project Title

Personal Protective Clothing Washer/Extractor

Project Description

Purchase and installation of 2 washers/extractors, along with a detergent distribution and proportioning system, for decontamination of firefighter protective clothing.

Justification

Contaminated protective gear exposes firefighters to potentially life-threatening chemicals, biological agents and particulate matter. If not dealt with properly, soiled protective gear can also pass on contaminants to the public at large. The key to limiting a firefighter's exposure to such hazards is proper decontamination of soiled gear, which after a fire, car accident or similar event, can be laden with life-threatening chemicals, blood, body fluids or particulate matter.

According to the Ministry of Labour, "contaminants from fire suppression activities can be inhaled and absorbed through the skin. Soiled or contaminated ensembles and ensemble elements are a hazard to firefighters since soils and contaminants can be flammable, toxic, or carcinogenic. Additionally, soiled or contaminated ensemble elements can have reduced protective performance.

Firefighter bunker gear is designed for protection against heat at the fire scene. However, contaminants can penetrate through the bunker gear. The balaclava and gloves are of different construction than the bunker gear, potentially resulting in skin contamination at the face, neck, hands, and wrist. Contaminants detected in the groin area can come through the bunker pants zipper or waistline.

Routine cleaning of soiled equipment, apparatus and PPE items is important to reduce the risk of exposure."

Currently, the Queenston and St.Davids fire stations do not have appropriate laundering facilities. Queenston has residential grade units that are not adequate for firefighting protective clothing. This project will allow for a single washer/extractor at each station in order to allow for timely decontamination of protective equipment.

This initiative is also identified as C.3 in the 2021-2025 Fire & Emergency Services Strategic Plan.

Future Impact(s)

These units require little maintenance and are expected to last approximately 15 years. If consolidation occurs prior to these units reaching end-of-life, they can be easily relocated to a new facility.

Fund Description	Amount
Fire Vehicle & Equipmen	15,000
Total Project	15,000

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01929
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Project Title

Parking Lot Paving - Fire Station 4

Project Description

The paving of the parking area used by both the public and the firefighters at Fire Station 4 in Queenston.

Justification

The current asphalt parking area at Fire Station 4 has degraded significantly over the past several years. The parking lot repaving had been identified as a priority several years ago, however, it had previously been deferred pending the outcome of the fire station consolidation discussions. In recent years, several repairs have been made in order to address immediate safety concerns due to potholes and a large sinkhole near the storm drain.

In accordance with the recommendations in FES-20-013, as the condition of the current parking area is now presenting a health and safety issue due to trip hazards and loose material, it is recommended that the repaving of the parking area be prioritized in 2022.

Future Impact(s)

Consequences of not proceeding:

Failure to repair the parking lot presents a risk to the public and volunteer firefighters due to the pooling of water that leads to ice formation in winter months and the uneven surfaces presenting a trip hazard.

<u>Fund Description</u>	<u>Amount</u>
Capital	24,000
Total Project	<u>24,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01930
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Project Title

Tanker Truck (Ordered)

Project Description

Tanker Truck - Mobile Water Supply - Rural Firefighting

Justification

As approved in FES-21-004.

Future Impact(s)

<u>Fund Description</u>	<u>Amount</u>
Capital Financing - Debt	425,000
Total Project	<u>425,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01931
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Project Title

Fitness Equipment - Fire Station 5

Project Description

Various fitness equipment to outfit Fire Station 5 with a fitness area for use by volunteer firefighters.

Justification

Niagara-on-the-Lake Fire & Emergency Services is committed to the health, safety, and wellness of all members of the organization. The requirements outlined in NFPA 1500: Standard on Fire Department Occupational Safety, Health & Wellness Program, NFPA 1582: Standard on Comprehensive Occupational Medical Program for Fire Departments, and NFPA 1583: Standard on Health-Related Fitness Programs for Fire Department Members benchmark the standard in which the department aims to achieve.

As part of the Council-approved 2021-2025 Fire & Emergency Services Strategic Plan, Strategic Initiative A.2 focuses on the improvement of health and wellness initiatives. Niagara-on-the-Lake Fire & Emergency Services recognizes that a positive, inclusive, and healthy work environment will allow our volunteers to thrive and succeed in their roles. With consideration given to the rise in workplace cancers, physical and psychological trauma, and the importance of mental health and resiliency, continuous improvement in volunteer firefighter health and wellness must be prioritized.

If a firefighter suffers a cardiac event within 24 hours of attending an emergency incident, the injury is presumed to be an occupational injury due to the nature of the worker's employment, unless the contrary is shown. Consequently, compensable injuries related to cardiac events are likely to increase if firefighter health is not prioritized.

In addition to the direct health and wellness impacts that these facilities have on our volunteer firefighters, providing facilities like these at existing fire stations has the potential to reduce response times and improve staffing as volunteer firefighters are able to exercise locally, not requiring them to leave the municipality for a similarly equipped facility.

Future Impact(s)

Fund Description	Amount
Fire Vehicle & Equipmen	8,000
Total Project	8,000

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01933
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Project Title

Hoses, nozzles, and appliances

Project Description

The purchase of replacement fire hoses, nozzles and other firefighting appliances.

Justification

The most recent inventory and testing found a significant amount of hose that is almost 30 years old. This project replaces this older hose as well as other nozzles and appliances with the equipment necessary to deliver effective fire suppression. This project also replaces fire hose that fails during annual hose testing or is damaged during emergency operations.

Future Impact(s)

Consequences of not proceeding:

Not replacing failed fire hose will reduce the complement of fire hose on apparatus, potentially limiting response capacity. Furthermore, the older hose is prone to failure putting firefighter and public safety at risk.

<u>Fund Description</u>	<u>Amount</u>
Capital	20,000
Total Project	<u>20,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01941
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Project Title

Additional Funds for Pumper C01745

Project Description

Additional funds for Pumper/Rescue approved as part of 2021 Capital Budget.

Justification

In the 2021 Capital Project, \$20,000 was approved to commence the purchase of Rescue/Pumper vehicle. The vehicle is on order and delivery will be completed in 2022 requiring the balance of funds.

Future Impact(s)

This project could be split into two phases, similarly to C00715 where \$20,000 is allocated in 2021 and the balance on delivery of the fire apparatus in 2022. The additional funds required in 2022 will be \$855,000 for a total project cost of \$875,000.

<u>Fund Description</u>	<u>Amount</u>
Capital	855,000
Total Project	<u>855,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01942
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Project Title

2022 New Recruit Firefighter Protective Equipment

Project Description

Personal Protective Equipment for the 18 new volunteer firefighter recruits that will graduate in 2022.

Justification

The 2021 volunteer firefighter recruits are currently outfitted with spare or end-of-life personal protective equipment. While bunker gear will not be purchased for them until 2023, we will require helmets, safety boots, firefighting gloves, auto extrication gloves, and balaclavas in 2022.

The provision of this protective equipment is a legislated requirement (O Reg 714/94 Firefighter Protective Equipment) and is also necessary to ensure firefighter safety.

Future Impact(s)

Consequences of not proceeding:

Inadequate personal protective equipment may lead to a reduction in the level of service as volunteers firefighters will not be able to engage in emergency response.

<u>Fund Description</u>	<u>Amount</u>
Capital	20,000
Total Project	<u>20,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01950
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Project Title

Tanker Truck

Project Description

Tanker Truck - Mobile Water Supply - Rural Firefighting

Justification

As approved in FES-21-004, and for consideration as part of the 2022 budget process.

Future Impact(s)

More information in Report FES-21-004 (Available on the Town's website, or attached in OpenBook)

<u>Fund Description</u>	<u>Amount</u>
Capital Financing - Debt	425,000
Total Project	<u>425,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01952
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Project Title

Volunteer Firefighter DZ Licensing Course

Project Description

Funding to license 15 volunteer firefighters for operations of Class D vehicles with a Z Air Brake Endorsement. The Emergency Vehicle Operators Course and NFPA Fire Apparatus Operator Certification will continue to be administered internally.

Justification

Delays at Ontario Drive Test Centres are creating challenges for the volunteer firefighters to obtain the required license to operate fire apparatus. The proposed funds will allow for a third-party agency to provide the required training, testing, and licensing, accelerating the process. This is important as the delays at the Drive Test facilities are impacting the number of qualified fire apparatus operators, potentially creating operational issues in the near future.

Future Impact(s)

This is a one-time initiative required largely due to licensing delays at Drive-test Centre due to COVID-19.

<u>Fund Description</u>	<u>Amount</u>
Capital	15,000
Total Project	<u>15,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 250 - Fire & Emergency Services	Project ID C01965
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Project Title

Fire Station 1 - Addition - Fire Administration Offices Consulting Services for Proposed Addition

Project Description

Construction of addition at Fire Station 1 in order to accommodate Fire Administration and the Primary Emergency Operations Centre.

Justification

Placeholder for upcoming Council Report on proposed addition.

Future Impact(s)

More information in Report FES-21-006 on the Town's website or attached within OpenBook.

<u>Fund Description</u>	<u>Amount</u>
DC: Fire	90,000
Total Project	<u>90,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 305 - Operations - Public Works Vehicles and Equipment	Project ID C01978
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Project Title

2022 Miscellaneous Equipment

Project Description

Purchase a new loader scale for the Roads CAT Backhoe.
Purchase 2 Sanding/Salting Units for the new Trackless machine(s)

Justification

The purchase of a new loader scale is to ensure compliance with MTO regulations and requirements.

The purchase of sanding/salting units for the sidewalk plows is a time saving measure to provide sand/salt in areas heavily iced while plowing

Future Impact(s)

The purchase of a new loader scale is to ensure compliance with MTO regulations and requirements.

The purchase of sanding/salting units for the sidewalk plows is a time saving measure to provide sand/salt in areas heavily iced while plowing

<u>Fund Description</u>	<u>Amount</u>
Capital	25,000
Total Project	<u>25,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01907
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Project Title

Regent Street Resurfacing - Centre Street to William Street to Mary Street

Project Description

Milling and resurfacing of the road with hot mix asphalt.

Justification

Road conditions are deteriorating and the project has been identified in the 2020 Roads Needs Study.

Future Impact(s)

Postponement of works will see additional maintenance requirements in the short term or immediate future.

<u>Fund Description</u>	<u>Amount</u>
OCIF	55,000
Total Project	<u>55,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01908
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Project Title

Gage Street Resurfacing - Dorchester Street to Butler Street to Mississagua Street

Project Description

Milling and resurfacing of the road with hot mix asphalt.

Justification

Road conditions are deteriorating and the project has been identified in the 2020 Roads Needs Study.

Future Impact(s)

Postponement of works will see additional maintenance requirements in the short term or immediate future.

<u>Fund Description</u>	<u>Amount</u>
OCIF	55,000
Total Project	<u>55,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01909
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Project Title

Concession 6 Road Resurfacing and Widening - Queenston Road to York Road

Project Description

Excavation and widening of the existing road surface to include paved shoulders. Milling and resurfacing of the complete road surface with hot mix asphalt.

Justification

This section of road is listed as deficient in the Towns Roads Needs Study and recommends resurfacing.

Future Impact(s)

Postponement of works will see additional maintenance requirements in the short term or immediate future.

<u>Fund Description</u>	<u>Amount</u>
OCIF	325,000
Total Project	<u>325,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01911
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Project Title

Line 3 Road Reconstruction - Four Mile Creek Road to Concession 4 Road

Project Description

Road reconstruction of Line 3 Road to a rural road cross-section.

Justification

Road reconstruction will be completed in conjunction with a watermain extension/looping. Completion of the project will see a reduction in the short-term maintenance activities funded by the operating budget and provide for a paved shoulder for active transportation uses.

Future Impact(s)

Postponement of works will see additional maintenance requirements in the short term or immediate future.

<u>Fund Description</u>	<u>Amount</u>
OCIF	750,000
Total Project	<u>750,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01913
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Project Title

Concession 6 Road Reconstruction - Warner Road to Niagara Falls Border Phase 1 (Additional Funds)

Project Description

Reconstruction in accordance with a Regional Road rural cross section standard. Open ditches with paved shoulders and/or bicycle lanes.

Justification

Road reconstruction will be completed in conjunction with a road widening and road re-alignment through the escarpment area. Improvements in vertical alignment and sight lines. Completion of the project will see a reduction in the short-term maintenance activities funded by the operating budget. Design changes required to address Niagara Escarpment Commission permit approvals and change of project limits for Phase 1. Additional funds to be added to C00703 previously approved in 2021.

Future Impact(s)

Identified as a "Now" reconstruction need in the 2020 Roads Needs Study. Postponement of works will see additional maintenance requirements in the near future.

<u>Fund Description</u>	<u>Amount</u>
Capital	105,000
Total Project	<u>105,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01914
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Project Title

2022 Guide Rail Improvement Program - Phase 1

Project Description

A guide rail inventory study and improvement program was completed in 2021 by Ellis Engineering to identify locations throughout the municipality where improvements to road side safety are substandard or not in compliance with provincial guidelines. The study focused on existing facilities as well as possible hazardous locations where traffic barriers yet exist.

Justification

Improved road safety.

Future Impact(s)

Postponement of works could impact public safety and liability for the municipality.

<u>Fund Description</u>	<u>Amount</u>
OCIF	100,000
Total Project	<u>100,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01915
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Project Title

Cannery Trail Resurfacing - Phase 1

Project Description

Additional funds required to complete top coarse layer of asphalt multi-use trail between the Cannery development and St Davids Pool.

Justification

Required to complete project as per design parameters.

Future Impact(s)

Without additional funds the trail will remain partially unfinished.

<u>Fund Description</u>	<u>Amount</u>
Capital	15,000
Total Project	<u>15,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01916
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Project Title

Crack Sealing

Project Description

Crack Sealing program on various hot mix asphalt roads.

Justification

The Towns Roads Needs Study has recommended a program to crack seal hot mix asphalt roads in order to extend the service life of the road.

Future Impact(s)

<u>Fund Description</u>	<u>Amount</u>
Capital	50,000
Total Project	<u>50,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01917
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Project Title

Scour Protection Improvement Program Phase 1 - Various Locations

Project Description

Placement of riprap or slope protection at the embankments of structures to prevent continued erosion.

Justification

The deficiencies have been noted in the bridges and culvert biennial inspections requiring attention

Future Impact(s)

Postponement of works will lead to further erosion around structure and potential premature failure of structure components.

<u>Fund Description</u>	<u>Amount</u>
Capital	100,000
Total Project	<u>100,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01918
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Project Title

One Mile Creek Culvert Inspections

Project Description

Inspection of various road crossing culverts/structures along the One Mile Creek between John Street East and the outlet to Lake Ontario at Niagara Boulevard.

Justification

A previously completed watershed study of the One Mile Creek in 2005 identified watercourse crossings as potential barriers to flood conveyance for storm events. In 2020 the Town engaged Ellis Engineering to conduct a review and complete inspections of these structures along the One Mile Creek to develop a plan for replacement of these structures and/or improvements. The review recommends an inspection program of the structures.

Future Impact(s)

Not performing inspection of structures at recommended intervals could lead to failure of structure components and/or impact to traffic and movement of goods.

Fund Description	Amount
Bridges and Culverts	10,000
Total Project	<u>10,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01922
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Project Title

ENG - Mississagua Street Reconstruction - Mary Street to Gage Street (2024-Const.)

Project Description

Estimated engineering fees for a road reconstruction project tentatively scheduled for 2024.

Justification

Allows projects scheduled for future construction to be designed, reviewed and approved so that tenders can be called early in the construction year that they are scheduled to take place in. This is the final phase of the widening of Mississagua Street to accommodate paved shoulders and sidewalks.

Future Impact(s)

<u>Fund Description</u>	<u>Amount</u>
Capital	60,000
Total Project	<u>60,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01960
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Project Title

Niagara Stone Road Regional Streetscape Enhancements Phase 1 (FMC to Field Road)

Project Description

The Region of Niagara is undertaking road improvements and streetscape enhancements along Niagara Stone Road between Four Mile Creek Road and East and West Line. The works are to be phased in over two years.

Justification

Town Council through OPS-20-015 has agreed to contribute funds for streetscape improvements on Niagara Stone Road between Four Mile Creek Road and the Virgil Urban Boundary. These improvements are being completed in conjunction with road works being conducted by the Region.

Future Impact(s)

Associated future operating impacts for installed infrastructure to be assumed by the Town at the completion of the project.

<u>Fund Description</u>	<u>Amount</u>
Capital Financing - Debt	595,000
Total Project	<u>595,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 310 - Operations - Public Works - Roads	Project ID C01966
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Project Title

Irvine Road Reconstruction and Drainage Improvements

Project Description

Construction of new drainage works including road improvements for an improved drainage outlet on Irvine Road north of Lakeshore Road.

Justification

Council's adoption of the Engineer's Report as outlined in OPS-21-026 requires the Town's road allowances within the drainage areas to be assessed for the new drainage works and improved outlet.

Future Impact(s)

Completing the improvements will benefit landowners within the drainage area and prevent further drainage related matters from occurring. Postponement or delay of works will see additional maintenance requirements in the short term or immediate future.

<u>Fund Description</u>	<u>Amount</u>
Capital Financing - Debt	430,000
Total Project	<u>430,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 330 - Parking Operations	Project ID C01999
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Project Title

Single Space Meters

Project Description

Justification

Future Impact(s)

<u>Fund Description</u>	<u>Amount</u>
Parking	30,000
Total Project	<u>30,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01029
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Project Title

Simcoe Park - Playground Replacement

Project Description

Replacement of the Simcoe Park playground and swings

Justification

Consequences of not proceeding: Not proceeding would result in the continued heavy use of a playground that has been in service for 25 years. It could result in some equipment being taken out of service for an extended period of time.

Future Impact(s)

<u>Fund Description</u>	<u>Amount</u>
Park Dedication	150,000
Total Project	<u>150,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01605
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Project Title

Pumphouse - Painting Exterior - Windows & Soffits

Project Description

Repainting of the exterior of the window, soffits and fascia is required to maintain the appearance of this facility. The last time these items were painted was back in the late 1990's

Justification

Paint is peeling and is required to keep up appearances of the facility

Future Impact(s)

- Unsightly, peeling
- Damage to outside siding

<u>Fund Description</u>	<u>Amount</u>
Capital	35,000
Total Project	<u>35,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01974
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Project Title

Rainbow Crosswalk

Project Description

The Town of Niagara-on-the-Lake's Inclusivity Committee is looking to create a Progress Pride rainbow crosswalk in the Queen-Picton Heritage Conservation District in consultation with the Town's Municipal Heritage Committee and the Niagara-on-the-Lake Chamber of Commerce. This project is meant to honour Pride Month and support of the Town's 2SLGBTQQA+ community. Location to be determined.

Justification

Future Impact(s)

<u>Fund Description</u>	<u>Amount</u>
Capital	15,000
Total Project	<u>15,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01980
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Project Title

Memorial Park - Canada Summer Games - Tennis Court Upgrades

Project Description

As per report OPS-21-018. This is the Town's contribution to the Canada Summer Games upgrades to Memorial Park tennis courts, pavilion and parking lot.

Justification

The Town has entered a Venue use agreement with the Canada Summer Games (CSG) as per report OPS-21-018. The Upgrades at the Tennis Courts are part of the venue Use Agreement.

Future Impact(s)

- We would not be complying with the Venue Use Agreement and major implications/backlash would occur as this could derail the Tennis competition portion of the Canada Summer Games.

Fund Description	Amount
Grants and Other	40,000
Park Dedication	50,000
Total Project	90,000

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01983
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Project Title

Niagara Lakeshore Cemetery - Columbarium - New Section - Unit 1

Project Description

Niagara Lakeshore Cemetery has seen growth in customers requesting columbarium niches. The Master plan for the cemetery includes a new section of columbarium niches. This unit will be constructed as the centerpiece of the area. It will be a square unit with 84 niches and the major pathways will also be constructed.

Justification

Our current inventory of niches is 18 of the 384 on the property. The only remaining niches are on the lower level. These units are the most difficult to sell. The Cremation continues to see increased usage and therefore so does the demand for niches.

Future Impact(s)

- Remaining niches will sell out and potential purchasers will look elsewhere resulting in lost revenue

<u>Fund Description</u>	<u>Amount</u>
Capital	60,000
Total Project	<u>60,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01986
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Project Title

Administration Building - Floor Scrubber

Project Description

Purchase of a new floor scrubber

Justification

In order to remove salt and sand residue on tile floors in the Administration Building during the winter months, the floors must be mopped repeatedly. A floor scrubber (as utilized in other Town facilities) would pick up residue with one pass.

Future Impact(s)

Consequences of not proceeding: Not proceeding would result in continued labour intensive repeated mopping.

<u>Fund Description</u>	<u>Amount</u>
Capital	5,000
Total Project	<u>5,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01988
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Project Title

Virgil Sports Park - Protective Netting

Project Description

Protective netting is to be installed on the outfield perimeter of B diamond. Netting will also be installed on C diamond for the protection of pickleball courts.

Justification

- Protecting homes that are backing into ball diamond.
- A new subdivision was constructed this year close to the fence for the sports park.
- Complaints have been received from residents with regards to baseballs flying over the fence into their backyards.

Future Impact(s)

- Residential complaints of balls going over
- If we do not proceed with installing netting at this ball diamond, then this will prohibit the Town from being able to rent the diamond out to adult groups. This will create revenue losses and will deter baseball tournaments from being held at the sports park.

<u>Fund Description</u>	<u>Amount</u>
Capital	40,000
Total Project	<u>40,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01991
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Project Title

Operations Centre - Mezzanine - Fire Exit

Project Description

Recent renovations to the mezzanine require an emergency exit from the second level. This project will construct a staircase from the mezzanine level to the exterior service yard.

Justification

This is required by Fire code

Future Impact(s)

Personnel not being able to evacuate building safely

<u>Fund Description</u>	<u>Amount</u>
Capital	70,000
Total Project	<u>70,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 650 - Operations - Parks Recreation & Facilities	Project ID C01997
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Project Title

Canada Summer Games - Simcoe Park (13 of 13 Event)

Project Description

Plan and host the Niagara 2022 Canada Summer Games 13 for 13 Event in Niagara-on-the-Lake on Wednesday, August 10, 2022.

The Niagara Region is proud to host Niagara’s 2022 Canada Summer Games, a nation-building event designed to bring residents from across the country together in a celebration of Canada’s sport, arts, culture, and community.

Postponed from 2021, the 2022 Canada Summer Games is taking place August 6-21, and is set to include 5,000 Canadian athletes from various parts of Canada, competing in 18 different sports.

In addition to celebrating sports within Canada, the 2022 Canada Summer Games aims to highlight elements of unique Canadian culture. As a result, each Regional municipality, including the Niagara Region, has been asked to host a unique cultural event in partnership with the 2022 Canada Games and one of Canada’s Provinces or Territories. This 13 for 13 Cultural Festival will allow each municipality to collaborate with a paired Province or Territory to showcase its unique cultural heritage and flavor.

As per the Canada Summer Games pairing alignment, Niagara-on-the-Lake has been paired with British Columbia for the 13 for 13 event scheduled to take place on Wednesday, August 10, 2022.

Justification

This event provides a unique opportunity for the Town to participate in a Region-wide event-based initiative that highlights all Regional municipalities and draws connections between Niagara and Canada’s Provinces and Territories. It is anticipated that the event will draw in thousands of visitors to the area and benefit the surrounding businesses of the Heritage District and beyond. In addition to supporting the Town’s local economy, guests of this event will have an opportunity to experience the beauty, agriculture, heritage, and history of Niagara-on-the-Lake through exhibits at the event and their experience throughout the Town. Although separate from the Niagara Summer 2022 Games, the 13 for 13 Events are being organized in collaboration with the development of the Games.

Future Impact(s)

It is expected that the 13 for 13 Event will have positive impacts on the Town as those visiting for the first time may return, generating repeat business and supporting the local economy. Furthermore, the stakeholder engagement achieved throughout this event planning process may strengthen working relationships and provide opportunities for future collaboration among the Town and its local partners, agencies, and businesses.

<u>Fund Description</u>	<u>Amount</u>
Donations	10,000
Municipal Accommodation Tax	60,000
Total Project	<u>70,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 710 - Environmental Services - Water	Project ID C01944
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Project Title

Niagara Stone Road Watermain Replacement - 600m South of Line 4 Road to 600 m East of Airport Road

Project Description

Replacement of existing 150mm dia. asbestos cement watermain with a 250mm dia. PVC watermain.

Justification

The Town has a program in place to replace watermains throughout the Town to improve water quality and eliminate costly watermain breaks. The Town's water distribution model study recommended an increase in diameter to improve fire flows and demand requirements.

Future Impact(s)

<u>Fund Description</u>	<u>Amount</u>
Capital Financing - Debt	1,330,000
OCIF	290,000
Water	1,000,000
Total Project	<u>2,620,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 710 - Environmental Services - Water	Project ID C01945
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Project Title

Line 3 Road Watermain (New) - Four Mile Creek Road to Concession 4 Road

Project Description

Installation of a new 200mm dia. PVC watermain on Line 3 Road between Four Mile Creek Road and Concession 4 Road.

Justification

The 2020 Water Distribution System Model Update recommended looping dead-ended watermains wherever possible during capital related projects to improve hydraulic capacity, fire flows, water quality and circulation.

Future Impact(s)

Potential for increased future installation costs if not completed in conjunction with road improvements. Continued additional chlorine residual testing associated with a dead-end main. Potential water quality issues.

Fund Description	Amount
Water	230,000
Total Project	230,000

Capital Project Information Sheet

Budget Year 2022	Department 710 - Environmental Services - Water	Project ID C01947
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Project Title

Engineering - Line 5 Road Water Replacement (Concession 2 Road to Dead End & Looping)

Project Description

Estimated engineering fees, archeological assessment and geotechnical investigation for watermain replacement project in 2023.

Justification

Allows projects scheduled for the following year to be designed, reviewed and approved for construction so that tenders can be called early in the construction year. The 2020 Water Distribution System Model Update recommended looping dead-ended watermains wherever possible during capital related projects to improve hydraulic capacity, fire flows, water quality and circulation.

Future Impact(s)

Continued additional chlorine residual testing associated with a dead-end main. Potential water quality issues.

Fund Description	Amount
Water	90,000
Total Project	90,000

Capital Project Information Sheet

Budget Year 2022	Department 720 - Environmental Services - Waste Water	Project ID C01953
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Project Title

CSO Flow Monitoring Old Town (Phase 4)(Dorchester North & William East Area) (Post Repair Program)

Project Description

Flow monitoring of the specific area wastewater system after completion of main and manhole rehabilitation. Compare results to the original 2020 study and monitoring program.

Justification

Requirement for Regional grant contributions. Aids in future justification of wastewater system repair program and quantifies the reduction of extraneous flows into the system.

Future Impact(s)

Requirement of continued regional grants and funding.

Fund Description	Amount
Grants and Other	20,000
Waste Water	30,000
Total Project	50,000

Capital Project Information Sheet

Budget Year 2022	Department 720 - Environmental Services - Waste Water	Project ID C01954
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Project Title

CSO Reduction Project to be determined by I/I Study - Old Town (Phase 5)(Mississauga Beach Area)

Project Description

Rehabilitation of wastewater mains and manholes with trenchless methods, chemical grout sealing or CIPP as determined by the 2021 I/I study completed by GM Blue Plan Engineering.

Justification

Will reduce infiltration of ground water flows into the wastewater collection system and will reduce flows to the Regional pump stations on William Street and ultimately the WWTP on Lakeshore Road.

Future Impact(s)

Postponement of repairs could see potential issues not addressed and continued treatment costs to the Town which could have otherwise had been reduced. Potential for loss of grant from the Region and ability to address more issues.

Fund Description	Amount
DC: Waste Water	37,800
Grants and Other	45,000
Waste Water	67,200
Total Project	150,000

Capital Project Information Sheet

Budget Year 2022	Department 720 - Environmental Services - Waste Water	Project ID C01955
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Project Title

Queenston Combined Sewer Overflow Infiltration/Infill Study

Project Description

I/I study of the Queenston Area of the Town's wastewater system.

Justification

Study will aid in determining the required areas of repairs required in this portion of the Queenston wastewater system in 2023.

Future Impact(s)

Postponement of study and subsequent repairs could see potential issues not addressed and continued treatment costs to the Town which could be reduced.

<u>Fund Description</u>	<u>Amount</u>
Grants and Other	60,000
Waste Water	90,000
Total Project	<u>150,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 720 - Environmental Services - Waste Water	Project ID C01956
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Project Title

Pollution Control Plan Study

Project Description

A study to determine the volume of wet weather flow into the sanitary sewer system.

Justification

Prerequisite for future funding from the CSO Funding program from the Regional Municipality of Niagara.

Future Impact(s)

Potential for loss of funding from the Region.

<u>Fund Description</u>	<u>Amount</u>
Grants and Other	100,000
Waste Water	100,000
Total Project	<u>200,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 720 - Environmental Services - Waste Water	Project ID C01957
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Project Title

Pollution Control Plan Flow Monitoring

Project Description

A study to determine the volume of wet weather flow into the sanitary sewer system.

Justification

Flow monitoring data required to support the overall study.

Future Impact(s)

Potential for loss of funding from the Region.

<u>Fund Description</u>	<u>Amount</u>
Grants and Other	15,000
Waste Water	15,000
Total Project	<u>30,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 720 - Environmental Services - Waste Water	Project ID C01958
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Project Title

Garrison Village Sanitary Sewer Rehabilitation CIPP (Cured in Place Pipe) Structural Liner (Phase 2)

Project Description

Sanitary sewer relining in Garrison Village by means of a CIPP structural liner. Priority 1 Repair.

Justification

The required repairs are as a result of an investigation carried out by GM Blue Plan on behalf of the Town to identify cross connections between sanitary and storm assets which are contributing high levels of E. Coli in the storm system and surrounding natural watercourses.

Future Impact(s)

Postponing these repairs will see continued E. Coli levels in the system and potential orders being issued by the province.

Fund Description	Amount
Waste Water	50,000
Total Project	50,000

Capital Project Information Sheet

Budget Year 2022	Department 720 - Environmental Services - Waste Water	Project ID C01959
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Project Title

Garrison Village Sanitary Lateral Repair and Replacement (Phase 2)

Project Description

Repair and/or replacement of separated and/or offset sanitary lateral joints in Garrison Village by Town Wastewater staff and external contractor.

Justification

The required repairs are as a result of an investigation carried out by GM Blue Plan on behalf of the Town to identify cross connections between sanitary and storm assets which are contributing high levels of E. Coli in the storm system and surrounding natural watercourses.

Future Impact(s)

Postponement of repairs could see potential issues not addressed and continued treatment costs to the Town which could be reduced. Potential to see continued E. Coli levels in the system and potential orders being issued by the Province.

<u>Fund Description</u>	<u>Amount</u>
Waste Water	140,000
Total Project	<u>140,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 730 - Storm Water Management	Project ID C00892
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Project Title

Minor Storm System Improvements (CB Installations)

Project Description

Installation of catchbasins.

Justification

Allows for installation of catch basins and connection to existing storm sewer systems at various locations to correct water ponding problems.

Future Impact(s)

Postponement of works will see additional maintenance requirements in the short term or immediate future to deal with ponding of water and deteriorating infrastructure. Works are in coordination with resurfacing works.

Fund Description	Amount
Capital	25,000
Total Project	<u>25,000</u>

Capital Project Information Sheet

Budget Year 2022	Department 730 - Storm Water Management	Project ID C01892
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Project Title

Garrison Village Storm Sewer Rehabilitation CIPP (Cured in Place Pipe) Structural Liner (Phase 1)

Project Description

Storm sewer relining in Garrison Village by means of a CIPP structural liner. Priority 1 Repair.

Justification

The required repairs are as a result of an investigation carried out by GM Blue Plan on behalf of the Town to identify cross connections between sanitary and storm assets which are contributing high levels of E. Coli in the storm system and surrounding natural watercourses.

Future Impact(s)

Postponing these repairs will see continued E. Coli levels in the system and potential orders being issued by the Province.

Fund Description	Amount
Capital	215,000
Total Project	215,000

Capital Project Information Sheet

Budget Year 2022	Department 730 - Storm Water Management	Project ID C01964
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Project Title

Queenston Area Stormwater Servicing Class EA Addendum Review

Project Description

In 2002, the Town of Niagara-on-the-Lake completed a Municipal Class Environmental Assessment (Class EA) to address the existing stormwater management problems within the community of Queenston. The recommended solution was based on construction of one new outlet for the north section of the study area and construction of a trunk storm sewer on Queenston Street outletting to the existing stone arch at the water course north of Dee Road. The EA also recommended the construction of a staged storm sewer system.

Justification

The Operations Department will have discussions with an engineering consultant to determine if an EA addendum is required to continue with stormwater improvements within the Queenston area as defined in the 2002 EA.

Future Impact(s)

Postponing the EA addendum process will result in further delays to the installation of storm sewers and related resurfacing improvements on streets within Queenston with existing drainage issues.

Fund Description	Amount
Storm Water	25,000
Total Project	25,000