

Agenda Including Addeds

Corporate Services Committee

10th Meeting of the Corporate Services Committee

April 16, 2019, 12:30 PM

Council Chambers

Members

Councillors J. Morgan (Chair), J. Helmer, P. Van Meerbergen, A. Kayabaga, S. Hillier,
Mayor E. Holder

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6. Confidential (Enclosed for Members only.)

6.1 Land Disposition/Solicitor-Client Privileged Advice

A matter pertaining to the proposed or pending disposition of land by the municipality, including communications necessary for that purpose; advice that is subject to solicitor-client privilege; commercial and financial information, that belongs to the municipality and has monetary value or potential monetary value and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality.

6.2 Solicitor-Client Privileged Advice

A matter pertaining to the proposed or pending lease of land by the municipality, including communications necessary for that purpose; advice that is subject to solicitor-client privilege; commercial and financial information, that belongs to the municipality and has monetary value or potential monetary value and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality.

6.3 Land Acquisition/Solicitor-Client Privileged Advice

A matter pertaining to the proposed or pending acquisition of land by the municipality, including communications necessary for that purpose; advice that is subject to solicitor-client privilege; commercial and financial information, that belongs to the municipality and has monetary value or potential monetary value and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality.

6.4 Land Acquisition/Solicitor-Client Privileged Advice

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6.5 Litigation/Potential Litigation/Solicitor-Client Privileged Advice

A matter pertaining to an identifiable individual; employment-related matters; litigation or potential litigation affecting the municipality; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; advice or recommendations of officers and employees of the Corporation, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Corporation.

6.6 Litigation/Potential Litigation/Solicitor-Client Privileged Advice

A matter pertaining to an identifiable individual; employment-related matters; litigation or potential litigation affecting the municipality; advice

that is subject to solicitor-client privilege, including communications necessary for that purpose; advice or recommendations of officers and employees of the Corporation, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Corporation.

- 6.7 Solicitor-Client Privileged Advice/ Confidential Trade Secret or Scientific, Technical, Commercial, Financial or Labour Relations Information, Supplied to the City/Position, Plan Procedure, Criteria or Instruction to be Applied to Any Negotiations

A matter pertaining to solicitor client privilege; a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

- 6.8 Litigation/Potential Litigation/Solicitor-Client Privileged Advice

A matter pertaining litigation or potential litigation affecting the municipality; advice that is subject to solicitor-client privilege, including communications, reports, advice or recommendations of officers and employees of the Corporation necessary for that purpose and directions to officers and employees of the Corporation pertaining to the Municipal Employee Indemnification By-law.

7. Adjournment

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON APRIL 16, 2019
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	2018 YEAR-END CAPITAL MONITORING REPORT

RECOMMENDATION

That on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer:

- a) the 2018 Year-End Capital Monitoring Report **BE RECEIVED** for information, it being noted that the life-to-date capital budget represents \$1.7 billion with \$1.3 billion committed and \$0.4 billion uncommitted; it being further noted that the City Treasurer, or designate, will undertake the housekeeping adjustments identified in the Report, in accordance with the Multi-Year Budget Policy adopted by By-law No. CPOL.-45-241;
- b) the status updates of active 2015 life-to-date capital budgets (2015 and prior) having no future budget requests, attached as Appendix "B", **BE RECEIVED** for information;
- c) the following actions be taken with respect to the completed capital projects identified in Appendix "C", which have a total of \$11.9 million of net surplus funding:
 - i) the capital projects included in Appendix "C" **BE CLOSED**;
 - ii) the following actions be taken with respect to the funding associated with the capital projects approved for closure in c) i), above:

Rate Supported

- A) pay-as-you-go funding of \$218,017 **BE TRANSFERRED** to capital receipts;
- B) authorized debt financing of \$309,708 **BE RELEASED** resulting in a reduction of authorized, but unissued debt;
- C) uncommitted reserve fund drawdowns of \$8,411,629 **BE RELEASED** from the reserve funds which originally funded the projects;

Non-Rate Supported

- D) uncommitted reserve fund drawdowns of \$1,934,391 **BE RELEASED** from the reserve funds which originally funded the projects;
- E) authorized debt financing of \$280,478 **BE RELEASED** resulting in a reduction of authorized, but unissued debt;
- F) other net non-rate supported funding sources of \$696,778 **BE ADJUSTED** in order to facilitate project closings.

- d) the funding for the Grand Theatre's \$2 million request previously approved by Municipal Council **BE RECEIVED** for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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Corporate Services Committee, September 25, 2018 meeting, Agenda Item # 2.3, 2018 Mid-Year Capital Monitoring Report
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=50270>

Corporate Services Committee, June 19, 2018 meeting, Agenda Item # 2.6, Capital Budget Realignment – Bus Rapid Transit
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=46354>

Strategic Priorities and Policy Committee, May 7, 2018 meeting, Agenda Item # 3.1, 2019 Growth Management Implementation Strategy (GMIS) Update
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=44085>

Corporate Services Committee, April 17, 2018 meeting, Agenda Item # 2.3, 2017 Compliance Report In Accordance With The Procurement of Goods and Services Policy
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=41771>

Strategic Priorities and Policy Committee, May 15, 2017 meeting, Agenda # 3, Council Policy Manual Review (Capital Budget and Financing Policy)
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=31570>

LINK TO 2015-2019 STRATEGIC PLAN

Council’s 2015-2019 Strategic Plan for the City of London identifies “Leading in Public Service” as one of four strategic areas of focus. The Capital Monitoring Report supports this strategic area of focus via the strategic priority “proactive financial management” which includes ensuring that the City’s finances are well planned and support intergenerational equity.

BACKGROUND

Strong financial management of the capital budget is essential to ensure the budget monitoring processes that are in place demonstrate Civic Administration is providing Council and the community with appropriate information that can be used to promote accountability and transparency, enhance operational effectiveness and promote citizen confidence. This report will address the life-to-date capital budget, including capital projects recommended to be closed, key financing strategies and emerging issues that may impact the capital plan. In addition, the report includes an appendix containing the status of capital projects with budgets greater than three years old that have no future budget requests. This will improve transparency and help Council and the community understand the status of specific capital projects that would be targeted as a high likelihood for project closure.

Within this report the terms “rate supported” and “non-rate supported” are used when referring to the sources of financing that support the City’s capital budget. Rate supported refers to property tax and water and wastewater rate sources of financing (e.g. capital levy, water rates, reserve funds, debt). Non-rate supported refers to sources of financing primarily supported by development charges and in some cases contributions from parties external to the Corporation of the City of London.

2018 LIFE-TO-DATE CAPITAL BUDGET ACTIVITY AND REVISIONS

After Council approves the capital budget, as the year progresses, reports are presented to Council to approve major awards to proceed with capital projects. Each report includes a Source of Financing. Most awards are within the approved capital budget, but some awards require revisions or adjustments to the capital budget, as detailed in the Source of Financing.

Other capital awards can proceed with Administrative approval according to the Procurement of Goods and Services Policy. Details on these approvals are provided in an annual report from the Purchasing and Supply Division. Budget adjustments may also result from the application of assessment growth funding, receipt of senior government funding and other revenue sources such as insurance and private drain connections.

Table 1 summarizes 2018 life-to-date budget adjustments by Tax Supported, Wastewater & Treatment and Water budgets. Appendix “A” provides details on the source of these adjustments.

Table 1 – 2018 Capital Budget Life-To-Date Revisions as of December 31, 2018 (\$000’s)

Category	2018 Life-to-Date Approved Budget (as of Jan 1, 2018)	2018 Budget Adjustments ¹		2018 Life-to-Date Approved Budget (as of Dec 31, 2018)
		Council	Administrative	
Tax Supported	\$1,053,533	(\$102,354)	\$1,517	\$952,696
Wastewater	\$506,162	\$47,003	\$1,120	\$554,285
Water	\$220,704	(\$4,506)	\$88	\$216,286
Total	\$1,780,399	(\$59,857)	\$2,725	\$1,723,267

* Amounts subject to rounding.
(1) The negative amounts reported under the Council approved budget adjustments column are primarily the result of the adjustments pertaining to the 2019 GMIS Update and BRT capital budget realignment.

As of December 31, 2018 there has been 189 discrete contract awards worth \$218.3 million (107 were awarded by Council and 82 were awarded administratively). Table 2 summarizes year-to-date contract awards by Tax Supported, Wastewater & Treatment and Water. Appendix “A” provides details on all Council awards.

Table 2 - Contract Awards 2018 Life-To-Date as of December 31, 2018 (\$000's)

Category	Council Approved Contract Awards		Administration Approved Contract Awards		Total Awards	
	\$ Amount	Number	\$ Amount	Number	\$ Amount	Number
Tax Supported	\$73,705		\$30,940		\$104,645	
Wastewater	\$67,143		\$19,155		\$86,298	
Water	\$19,258		\$8,107		\$27,365	
Total	\$160,106	107	\$58,202	82	\$218,308	189

* Amounts subject to rounding.

2018 LIFE-TO-DATE CAPITAL BUDGET STATUS

A summary of the 2018 life-to-date capital budget, including the amount that is committed spending and the amount that is uncommitted is summarized in Table 3. This information is essential for budget monitoring to ensure that spending is being managed within the approved budget.

Table 3 - 2018 Approved Life-To-Date Capital Budget & Activity (\$000's)

Category	2018 Life-To-Date (as of December 31, 2018)			Percent Committed
	Approved Budget ¹	Actuals & Commitments (Purchase Orders) ²	Uncommitted To-Date ²	
TAX SUPPORTED				
Lifecycle Renewal	350,585	290,774	59,811	82.9%
Growth	356,542	251,114	105,428	70.4%
Service Improvement	245,569	197,630	47,939	80.5%
TOTAL TAX SUPPORTED	952,696	739,518	213,178	77.6%
WASTEWATER				
Lifecycle Renewal	162,587	143,766	18,821	88.4%
Growth	268,325	145,153	123,172	54.1%
Service Improvement	123,373	106,518	16,855	86.3%
TOTAL WASTEWATER	554,285	395,437	158,848	71.3%
WATER				
Lifecycle Renewal	136,849	113,376	23,473	82.8%
Growth	70,583	63,727	6,856	90.3%
Service Improvement	8,854	4,669	4,185	52.7%
TOTAL WATER	216,286	181,772	34,514	84.0%
GRAND TOTAL	1,723,267	1,316,727	406,540	
% of Total		76.4%	23.6%	

* Amounts reported are subject to rounding, year-end audit and associated adjustments.
 (1) Totals are for active projects only. Projects approved to be closed during the course of the year are deducted from this table.
 (2) Once a capital project has an approved budget, spending or commitments may not be made for several years, for example, longer term projects like multi-purpose recreation centres.

After a review of all active capital projects (excluding projects recommended to be closed as identified in Appendix “C”), it has been determined that there are two projects projected at this time to be over budget by more than \$50 thousand upon project completion (Table 4).

Table 4 – Capital Projects Projected To Be Over Budget by More Than \$50 Thousand

Project	Approved Budget	Committed	Uncommitted
RC2758 – South East Multi-Purpose Recreation Centre	\$17,587,829	\$1,564,207	\$16,023,622
Additional funding may be required to replace the funding transferred to RC2756 – East Multi-Purpose Recreation Centre to address the funding shortfall within that project (amount transferred was \$3.8 million). The additional funding for RC2758 will likely be a combination of surplus from RC2755 – South West Recreation Centre (Bostwick) and a new budget request through the 2020-2023 Multi-Year Budget if necessary.			
ES3042 – Flood Protection Measures	\$4,883,000	\$5,330,743	--
Construction of this project is on track after difficulties with ground water have been addressed. Completion by the Clean Water & Wastewater Funding (CWWF) deadline is still on track. The project's budget variance will be reduced by receipt of future CWWF funding. If the final position of the project is over budget this variance will be covered by the Pottersburg-Vauxhall project (ES3099) which is a \$4 million project with limited expenditures to date.			

Appendix “B” contains a status update for active 2015 life-to-date capital budgets (2015 and prior) that have no future budget requirements/activity. Appendix “B” provides the status of specific active capital projects that would be targeted as a high likelihood for project closure, it being noted that projects recommended to be closed are contained in Appendix “C”.

CAPITAL BUDGET HOUSEKEEPING ADJUSTMENTS

On May 12, 2015, Council approved a Multi-Year Budget Policy. Included in the policy is authorization for the City Treasurer or designate to make adjustments considered “housekeeping” in nature. These adjustments do not have a material impact on the capital plan. Reporting housekeeping budget adjustments of significance through the budget monitoring process, which occurs twice per year, allows more timely disclosure of capital budget adjustments to Council and the community, better reflects operational requirements and keeps the capital budget in a more current state.

The following housekeeping budget adjustment will be processed:

1. Capital project ES269317 (Specialized Sewer Repairs) was established as an annual program to extend the life of existing sewers using trenchless technologies. The program includes cured-in-place pipe (CIPP), internal spot repairs and lining of brick sewers. Currently, this capital project has a budget of \$4.4 million with \$2.7 million in uncommitted funding. The project is significantly under budget due to a favourable tender result caused by an extremely competitive marketplace at the time of the tender award.

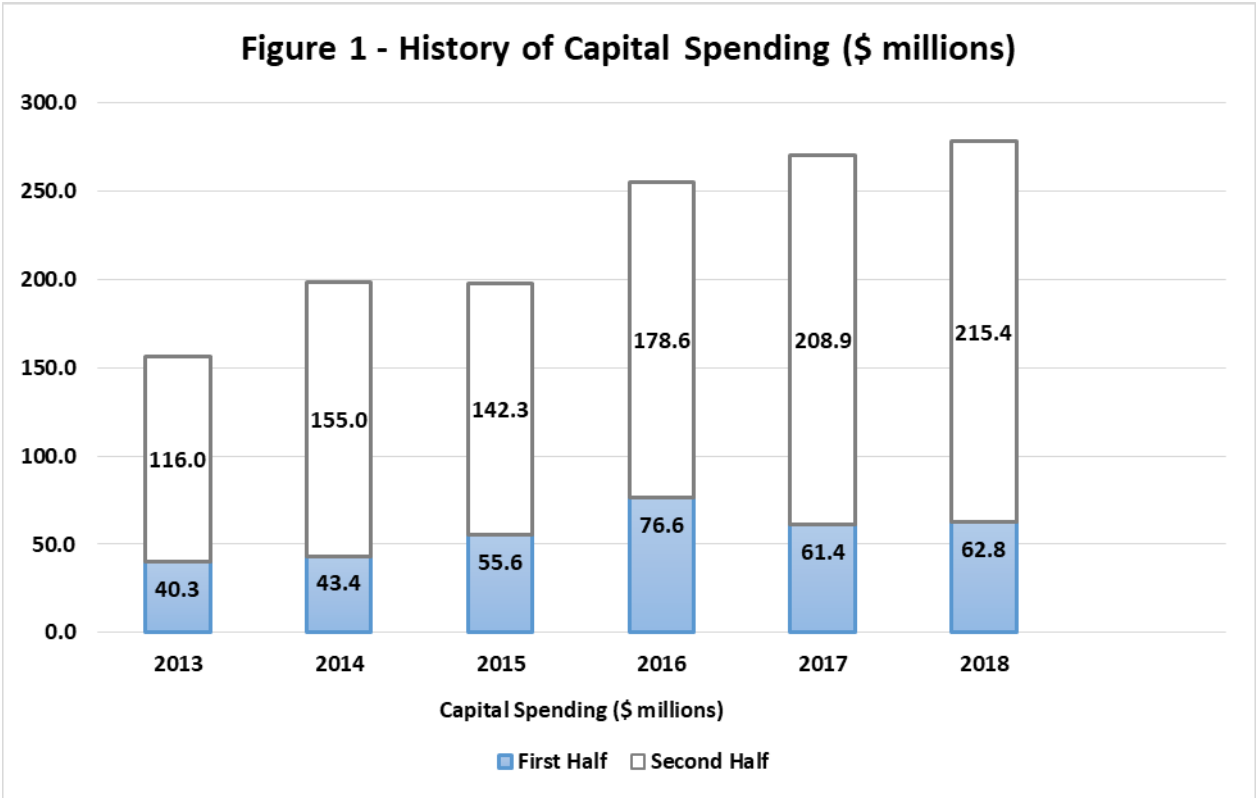
Action: Surplus funding of \$1.3 million from capital project ES269317 will be returned to the Sewage Works Reserve Fund (the Fund) to modestly strengthen the Fund’s financial position and be used for other City initiatives that fall within the Fund’s mandate, it being noted that this capital project will remain open with an uncommitted balance of \$1.4 million to complete the 2019 annual lining program (expected completion date Q3 2019).

CAPITAL CASH FLOW

Capital spending in a given year is not the same as the capital budget for that year. Spending on capital projects can extend several years after the budget is approved by Council. Spending within a given year is therefore a layering of several capital projects approved in various years and at various stages.

In any given year, total capital spending tends to be greater during the latter part of the year as construction invoices are received, approved and paid. As of December 31, 2018 **total capital spending was \$278.2 million** compared to \$270.3 million in 2017 (Figure 1). These amounts represent capital spending for the Tax Supported Budget, Wastewater & Treatment Rate Supported Budget and Water Rate Supported Budget.

This information is important for the timing of debt issuances, reserve fund drawdowns and cash flow investment decisions.



COMPLETED (CLOSED) CAPITAL PROJECTS

Civic Administration continues to undertake and intensify a review to close old outstanding projects. This report recommends closing 81 projects with a total budget value of \$117.2 million. The completed projects that are being recommended to be closed were under budget by \$11.9 million in total. The impact of closing the recommended completed projects is summarized in Table 5. For a detailed listing of each completed capital project refer to Appendix “C”.

Table 5 – Net Impact of Completed Capital Projects – Surplus / (Deficit) (\$000’s)

Category	Tax/Rate Supported			Non-Rate Supported			Total
	Capital Levy	Debt	Reserve Funds	Reserve Funds ¹	Debt ¹	Other ²	
Tax Supported	218.0	309.7	4,357.5	46.4	0.0	683.5	5,615.1
Wastewater	0.0	0.0	759.3	1,886.5	280.5	0.0	2,926.3
Water	0.0	0.0	3,294.8	1.5	0.0	13.3	3,309.6
TOTAL	218.0	309.7	8,411.6	1,934.4	280.5	696.8	11,851.0

*Amounts subject to rounding.
(1) Non-rate supported reserve funds / debt primarily supported by Development Charges.
(2) Represents non-City funding sources such as proceeds from external contributors.

The capital closing exercise released uncommitted reserve fund drawdowns of \$10.3 million to the reserve funds outlined in Table 6.

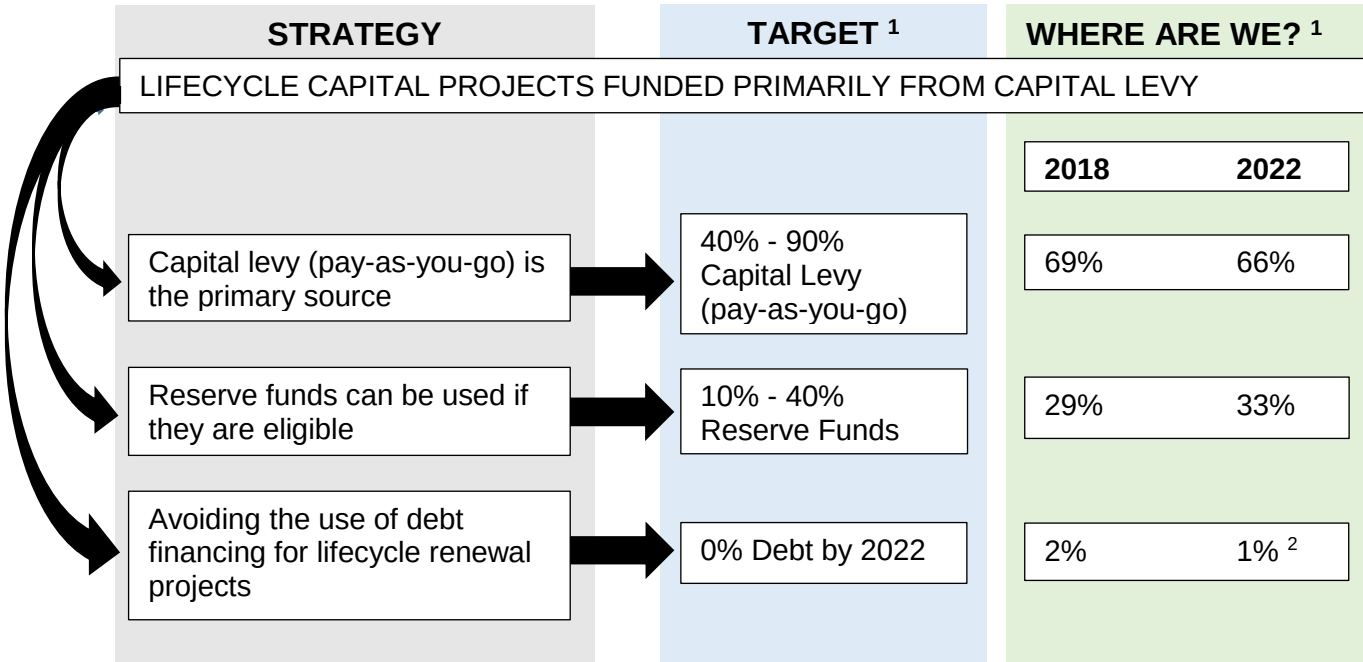
Table 6 - Reserve Funds Impacted by Recommended Account Closing (\$000's)

Tax/Rate Supported		Non-Rate Supported	
City Facilities Reserve Fund	1.2	City Services Reserve Fund (CSRF) - Growth Studies	31.9
Public Art Acquisition Reserve Fund	86.4	CSRF - Fire	14.5
Operating Budget Contingency Reserve	2,039.2	CSRF - Water	1.5
Sanitary Landfill Site Reserve Fund	22.5	CSRF - Major SWM	1,886.5
Industrial Land Reserve Fund	136.2		
Industrial Oversizing - General Reserve Fund	1,991.0		
Land Acquisition Reserve Fund	81.1		
Vehicle and Equipment - Fire Reserve Fund	1.4		
Vehicle and Equipment - Police Reserve Fund	(0.4)		
Vehicle and Equipment Reserve Fund	(1.1)		
Sewage Works Reserve Fund	759.3		
Capital Water Reserve Fund	3,294.8		
Subtotal Tax/Rate Supported	8,411.6	Subtotal Non-Rate Supported	1,934.4
		Total All Reserves & Reserve Funds	10,346.0

*Amounts subject to rounding.

CAPITAL BUDGET FINANCING STRATEGIES – CAPITAL LEVY

The overarching capital financing strategy for capital levy, also referred to as pay-as-you-go financing, is to first apply this funding source to lifecycle renewal capital budgets as the purpose of projects in this classification is to maintain existing infrastructure. Administrative targets have been established, consistent with the overarching strategy and Council approved Capital Budget and Financing Policy, as follows:



(1) Targets apply to the tax/rate supported component only. Non-tax/rate funding (e.g. Federal gas tax, one-time senior government funding) fluctuates based on project mix and program guidelines, beyond the control of Civic Administration.

(2) It is Civic Administration's goal to eliminate the 1% of debt financing presently contained within the 2022 lifecycle renewal capital budget by applying financial management strategies included in the Council approved Capital Budget and Financing Policy.

CAPITAL BUDGET FINANCING STRATEGIES – RESERVE FUNDS

Discretionary reserve funds are primarily used as a source of financing for lifecycle renewal and service improvement projects where appropriate reserve funds and sufficient balances exist. Obligatory reserve funds are primarily used as a source of financing for growth projects.

Obligatory and discretionary reserve funds are categorized as follows:

OBLIGATORY

- 1) **City Services Development Charges (DC)** – dictated by the DC by-law
- 2) **Parkland** – cash-in-lieu of parkland dedication through the Parkland Conveyance and Levy By-law (CP-9) according to the Planning Act (Section 51.1)
- 3) **Federal Gas Tax** – funds received under the Municipal Funding Agreement for Transfer of Federal Gas Tax Revenues

DISCRETIONARY

- 1) **Capital Asset Renewal and Replacement** – to support renewal and replacement of existing assets
- 2) **Capital Asset Growth** – to support Development Charges incentive programs and Industrial Land Development Strategy
- 3) **Specific Projects and New Initiatives** – to support specific planned projects (e.g. economic development, affordable housing, community improvement grants and loans)
- 4) **Contingencies/Stabilization and Risk Management** – to provide contingency funding for specific risk areas

Obligatory and discretionary reserve funds are controlled by municipal by-laws and the City's Reserve and Reserve Fund Policy.

RESERVES & RESERVE FUNDS – NOTEWORTHY DEVELOPMENTS

Capital Asset Renewal and Replacement Reserve Fund Report

Civic Administration presented the Reserve Rationalization Report at the September 25, 2018, Corporate Services Committee meeting (agenda item #2.2). This report aligned the City's reserves portfolio with the Council approved Reserve and Reserve Fund Policy. The recommendations of that report established target balances for each reserve and created administrative efficiencies by condensing the number, and standardizing the structure, of the City's reserve portfolio.

In 2019, Civic Administration will undertake a similar exercise focusing on the City's capital asset renewal and replacement (CARR) reserve funds. These reserve funds help address the City's infrastructure gap and are a significant source of financing for the capital budget. Also in 2019, the City's Corporate Asset Management Plan will be released in accordance with the asset management planning regulation under the *Infrastructure for Jobs and Prosperity Act, 2015*. The findings of this updated Plan will inform the analysis of the CARR reserve funds and ultimately the recommendations included in the CARR reserve fund report that is targeted to be brought forward later in 2019. The scope of any changes to this component of City's reserve fund portfolio cannot be fully defined until results of the Corporate Asset Management Plan are known.

Municipal Accommodation Tax Reserve Fund

On May 8, 2018, Municipal Council adopted a 4% Municipal Accommodation Tax (MAT) on the purchase price of transient accommodation in the City of London effective October 1, 2018. The Tourism Infrastructure Reserve Fund was established for the purposes of receiving and distributing the City's net 50% share of revenue from the Municipal Accommodation Tax. Some funding from this reserve fund has already been distributed through Council resolution. Civic Administration will bring forward a report in 2019 to obtain Municipal Council approval on a process for the distribution of further monies from this reserve fund.

Grand Theatre Funding

On February 19, 2019, the Grand Theatre brought forward a request to the Corporate Services Committee for \$2 million of municipal funding to support an \$8 million planned renovation project to be undertaken over 2019 and 2020. As a result of this request, Municipal Council resolved:

“That the following actions be taken with respect to the Grand Theatre – Municipal Accommodation Tax Funding request:

- a) the request from the Grand Theatre BE APPROVED, in the amount of \$2 million, with the first source of financing being the Tourism Infrastructure Reserve Fund and a secondary source of financing being the Economic Development Reserve Fund;***
- b) the Civic Administration BE DIRECTED to finalize the sources of financing for the request in Q1 2020, taking into account the balances, anticipated contributions and anticipated draws on the two reserve funds;***
- c) the staff report dated February 19, 2019 with respect to this matter BE RECEIVED;***
- d) it BE NOTED that the presentation from G. Kerhoulas and T. Tillman, Grand Theatre was received; and,***
- e) further requests for funding from the Tourism Infrastructure Reserve Fund BE DEFERRED, pending the Civic Administration's report on a process for future allocations from the Tourism Infrastructure Reserve Fund.”***

Subsequent to Council's direction on this matter, further information was received from the Grand Theatre with respect to the anticipated timing of the renovation work. In order to alleviate pressure to complete the majority of the project in summer of 2020, the Grand Theatre is intending to fast-track some of the work for completion in the summer of 2019, subject to federal grant funding approvals. As a result, the Grand Theatre has requested that the City's contribution to the project be disbursed according to the following timeline outlined in Table 7:

Table 7 – Grand Theatre Funding Request Schedule

Date	Amount
July 1, 2019	\$400,000
October 1, 2019	\$400,000
January 1, 2020	\$400,000
April 1, 2020	\$400,000
July 1, 2020	\$400,000

Based on Civic Administration's review of available balances and projected cash flows for both the Tourism Infrastructure Reserve Fund and the Economic Development Reserve Fund, Civic Administration recommends funding the first two instalments outlined above from the Economic Development Reserve Fund, with the remaining three instalments in 2020 to be funded from the Tourism Infrastructure Reserve Fund.

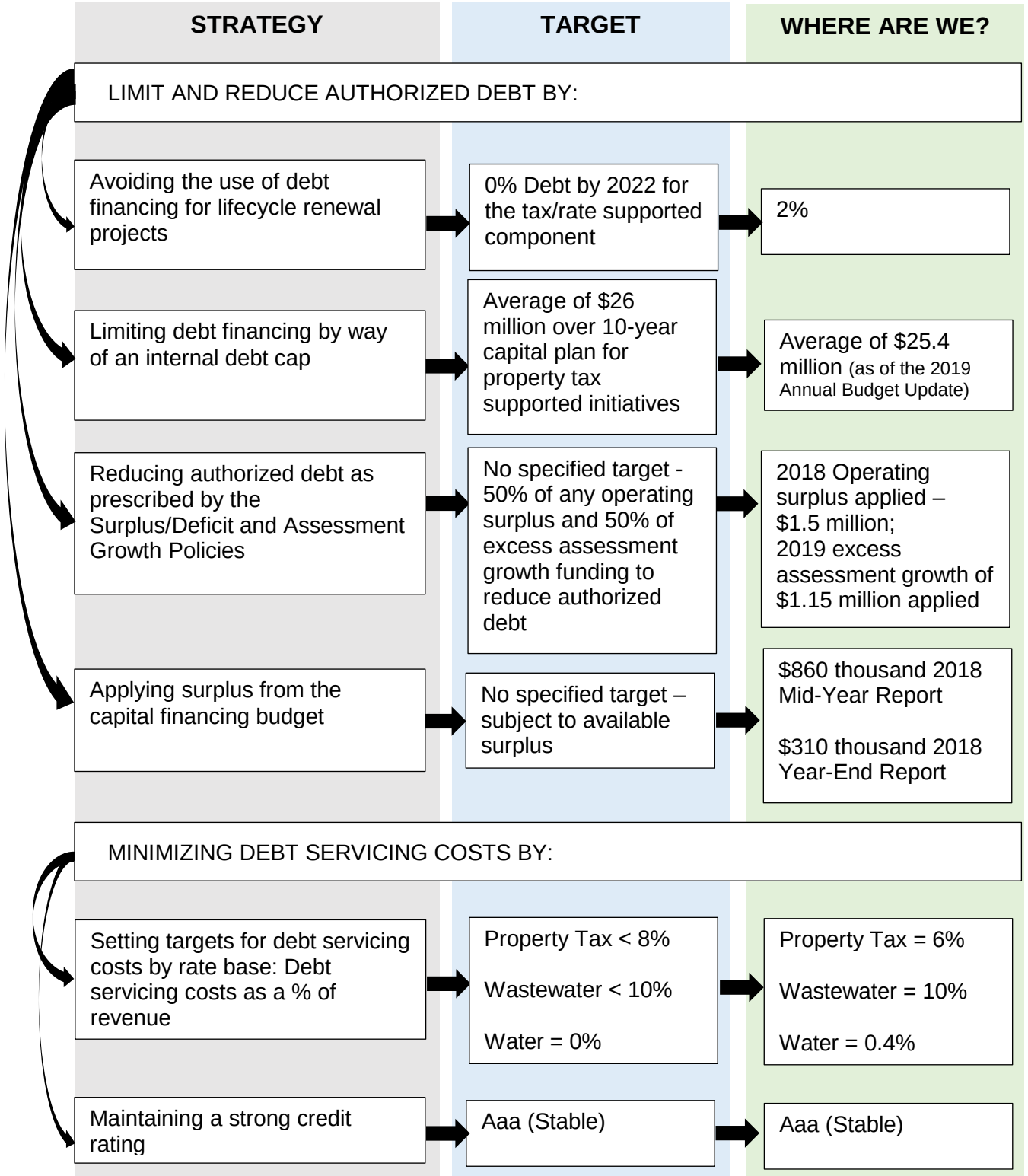
CAPITAL BUDGET FINANCING STRATEGIES – DEBT

A summary of the projected debt levels for 2018 is detailed in Table 8.

Table 8 – 2018 Debt Level as of December 31, 2018 (\$ millions)

Debt Level for 2018 (\$ millions)						
Category	Dec 31, 2017	Issued in 2018	Retired in 2018	Dec 31, 2018 (1)	Authorized 2018	Total Potential
General Property Taxes	164.8	29.0	30.4	163.4	87.6	251.0
Wastewater	55.5	3.1	8.3	50.3	5.6	55.9
Water	1.5	-	0.3	1.2	-	1.2
Rate Supported Reserve Funds	18.8	-	4.2	14.6	5.1	19.7
Subtotal	240.6	32.1	43.2	229.5	98.3	327.8
Joint Water Boards - City's Share	17.5	-	3.0	14.5	8.2	22.7
City Services Reserve Funds	43.9	22.9	5.8	61.0	127.7	188.7
Total Debt Level	302.0	55.0	52.0	305.0	234.2	539.2
(1) Outstanding debt level is subject to completion of 2018 financial statement audit. Amounts are subject to rounding.						

The City's Debt Management Policy was approved by Council on August 30, 2016. The policy establishes strategies for the management of the City's debt program. These strategies are outlined below.



EMERGING ISSUES

Table 9 below provides information on emerging issues that may impact the capital budget in 2019 and beyond.

Table 9 – Emerging Capital Budget Issues

Emerging Issue Description	Likelihood of Impact on 2019 Budget ⁽¹⁾												
Property Tax													
Infrastructure Funding On March 14, 2018, the Governments of Canada and Ontario announced the finalization of their bilateral agreement on the Investing in Canada Infrastructure Program (ICIP) under the following four funding streams: <table> <tr> <td>Investing in Canada Infrastructure Program</td><td>(\$ billions)</td></tr> <tr> <td>Public Transit</td><td>\$7.5</td></tr> <tr> <td>Green Infrastructure</td><td>\$2.2</td></tr> <tr> <td>Community, Culture and Recreation Infrastructure</td><td>\$0.4</td></tr> <tr> <td>Rural and Northern Communities Infrastructure</td><td><u>\$0.3</u></td></tr> <tr> <td>Total</td><td>\$10.4</td></tr> </table> Federal investments under the Public Transit stream will go toward improving the capacity, quality, safety of and access to public transit infrastructure, similar to the Public Transit Infrastructure Fund (PTIF). Most importantly, the Public Transit Infrastructure Stream (PTIS) includes a 10 year commitment of long-term, predictable funding that enables longer-term planning with a much higher level of certainty for municipalities. On March 26, 2019, the Province of Ontario announced that 85 eligible municipalities outside the GTHA will be able to nominate their most critical public transit projects under the ICIP. The first intake, commencing April 2, 2019, will unlock up to \$1.62 billion in joint provincial and federal funding, province wide. On March 26, 2019, London City Council approved a list of ten transit projects to be submitted to the provincial government for consideration.	Investing in Canada Infrastructure Program	(\$ billions)	Public Transit	\$7.5	Green Infrastructure	\$2.2	Community, Culture and Recreation Infrastructure	\$0.4	Rural and Northern Communities Infrastructure	<u>\$0.3</u>	Total	\$10.4	High
Investing in Canada Infrastructure Program	(\$ billions)												
Public Transit	\$7.5												
Green Infrastructure	\$2.2												
Community, Culture and Recreation Infrastructure	\$0.4												
Rural and Northern Communities Infrastructure	<u>\$0.3</u>												
Total	\$10.4												
Rapid Transit The 2016 – 2019 Multi-Year Budget and ten year capital plan includes a number of projects that together fund a Rapid Transit initiative of approximately \$500 million. The current funding breakdown is: <table> <tr> <td>Rapid Transit Budget</td><td>(\$ millions)</td></tr> <tr> <td>Municipal Contribution:</td><td></td></tr> <tr> <td> Tax Supported</td><td>\$ 12</td></tr> <tr> <td> Development Charges</td><td>\$118</td></tr> <tr> <td>Other Levels of Government</td><td><u>\$370</u></td></tr> <tr> <td>Total</td><td>\$500</td></tr> </table> New provincial legislation on development charges changed the growth/non-growth split on the municipal contribution based on the new scale of the project and the service standard (ridership). The tax supported portion will increase to \$23 million, decreasing the development charges portion to \$107 million. This change will be reflected in the 2020-2023 Multi-Year Budget once the 2019 DC Background Study has been approved. On January 13, 2018, after a substantial review of the Bus Rapid Transit (BRT) business case, the Province of Ontario committed up to \$170 million for London’s BRT initiative. The City of London has received an Agreement in Principle from the province. On March 14, 2018, the Federal Government announced an allocation of \$204.9 million for London under the Public Transit Infrastructure Stream (PTIS) of the Investing in Canada Infrastructure Program (ICIP). This allocation is based solely on transit ridership. On March 26, 2019, City Council approved a list of ten transit projects, including three of the five corridors included in the BRT business case, to be submitted to the provincial government for funding under PTIS of the ICIP.	Rapid Transit Budget	(\$ millions)	Municipal Contribution:		Tax Supported	\$ 12	Development Charges	\$118	Other Levels of Government	<u>\$370</u>	Total	\$500	High
Rapid Transit Budget	(\$ millions)												
Municipal Contribution:													
Tax Supported	\$ 12												
Development Charges	\$118												
Other Levels of Government	<u>\$370</u>												
Total	\$500												

Once London's projects have been submitted by the province to the federal government, the formal review by federal officials at Infrastructure Canada can commence. The remaining projects not submitted to the ICIP at this time have been referred to future discussions. Approximately \$94 million of the original \$370 million of senior government funding included in London's BRT capital budget remains available to support discussions regarding future transit projects.	
Capital Planning Impacts from Cancelled Provincial Funding The new Provincial government cancelled a number of funding programs for municipalities that were supported by Cap and Trade revenues. For London, this impacted programs to save on fuel costs, utilize landfill gas and provide upgrades to social housing infrastructure. Where possible, these initiatives will be brought forward to Council through direct reports, or as part of the 2020-2023 Multi-Year Budget, with revised scope and/or alternative funding strategies.	High
Federal Gas Tax Included in the Federal Budget announcement on March 19, 2019 was a proposal for a one-time transfer of \$2.2 billion through the Federal Gas Tax program to address municipal infrastructure deficits. This would double the Federal Government's commitment to municipalities in 2019–20. The City of London was previously scheduled to receive \$23.3 million in Federal Gas Tax in 2019.	High
Tariffs on Steel and Aluminum Preliminary analysis completed as part of the 2018 Mid-Year Capital Monitoring Report indicated that the estimated impact of steel and aluminum tariffs could be close to \$10 million on planned budgets over the next five years. Purchasing that would most likely be impacted includes fleet vehicles and equipment for the City (including Fire and Police), new and refurbished facilities and transportation or pathway projects that include bridges. As of March 2019 tariffs on steel and aluminum remain in place. While the United States-Mexico-Canada (USMCA) Agreement was signed on November 30, 2018, it remains unratified. The governments of Canada and Mexico continue to lobby American counterparts to end the tariffs on steel and aluminum as a necessary precursor to ratifying the USMCA Agreement. Current outlooks are optimistic that a deal to end tariffs and ratify the USMCA will occur in 2019. If the impasse were to remain unresolved, previous estimates noted above remain valid.	Medium
Bridge Condition Study In a May 2018 report to Civic Works Committee, Civic Administration identified an infrastructure gap of \$55 million in bridge repairs in the near term. In June 2018, Civic Administration presented the environmental study report on the Victoria Bridge to Civic Works Committee. During the 2019 Annual Budget Update, Council approved the financing for the Victoria Bridge project. Subsequently, through the Assessment Growth process, the contribution to the Capital Infrastructure Gap Reserve Fund was increased by \$1 million of permanent funding to help address the bridge inventory infrastructure gap. The Transportation Planning Division is already working with the Corporate Asset Management Team to better identify and quantify the infrastructure gap for bridges. This information will be included in the revised State of the Infrastructure Report scheduled to be released in the second quarter of 2019 by the Corporate Asset Management Team. Subsequent to that report, Transportation Planning will begin development of their capital plan for bridges for the 2020 – 2023 Multi-Year Budget in which they will attempt to address the shortfall, subject to available funding.	Low

Wastewater & Water	
Corporate Asset Management Plan 2017 Review (Wastewater and Water) The Corporate Asset Management Plan outlines the City's plans for the management of its \$10.9 billion worth of infrastructure. The plan is currently undergoing a 5 year review. Late in 2017, the City hired external expertise to analyze the replacement values of its linear assets. The resultant replacement values have significantly increased from the 2013 estimate due to the improved accuracy of unit cost assumptions. Administration is currently reviewing the existing 20-year plans for water and wastewater assets. A strategy for addressing the resulting infrastructure gap will be established as part of the multi-year budget process.	Low
Climate Change Adaptation Strategy (Flood Proofing and Protection) (Wastewater) Flood proofing of several of the City's wastewater treatment plants and flood control dykes have been identified in the 2015-2019 Strategic Plan. It was anticipated that funding would be available as part of the Federal/Provincial infrastructure program; however, the application window for the next round of funding has been delayed by over one year. Alternative funding for upgrades to part of the West London dyke system was recently received, but if the federal/provincial program is not available, a strategy for addressing this need will be established as part of the multi-year budget process.	Low
Canada-Ontario Lake Erie Action Plan (Wastewater) The Great Lakes Water Quality Agreement requires the United States and Canada to reduce phosphorus levels that contribute to algal blooms in Lake Erie by 40% based on levels measured in 2008. The Thames River Watershed has been identified as a priority watershed. The final Canada-Ontario Lake Erie Action Plan was issued by the Federal government in February 2018. The plan includes a series of specific actions to be undertaken by the City of London that were endorsed by Council in Q4-2017. The timing and funding of these actions will be considered as part of the multi-year budget process.	Low
Pollution Prevention and Control Plan (Wastewater) The Pollution Prevention and Control Plan is London's long-term strategy to identify, investigate, and reduce sewer system overflows. This plan includes \$290 million worth of projects to be implemented over a 20 year period. The timing and funding of these projects will be considered as part of the multi-year budget process.	Low
East London Sanitary Servicing (Wastewater) The East London Sanitary Servicing Study identified a plan to provide growth wastewater servicing to east London at a cost of \$34 million to \$74.5 million. The timing and funding of these projects will be considered as part of the multi-year budget process.	Low
Core Area Servicing Studies (Wastewater and Water) The Core Area Servicing Studies provide a plan to provide servicing for intensification related development within the built out City. The plan includes \$176 million in stormwater and wastewater works with a City funded share of \$111 million and \$9 million in water works with a City funded share of \$600 thousand. The timing and funding of these projects will be considered as part of the multi-year budget process.	Low
Long-term Water Storage Environmental Assessment (Water) The City of London water system includes 5 water reservoirs. The Springbank Reservoir 2 is nearing the end of its useful life, and now is the appropriate time to undertake the environmental assessment work that will consider how the reservoir will be reconstructed or replaced. This environmental assessment is also considering the long-term storage needs required to service anticipated urban growth. The timing and funding of the projects identified in this plan will be considered as part of the multi-year budget process.	Low

Arva Huron Waterline (Water) The Arva-Huron Pipeline is the most critical supply of water into the City of London, supplying approximately 85% of water used by all customers. An environmental assessment is currently scheduled to determine the long-term strategy for replacing this key component of the City's water system. The timing and funding of the projects identified in this plan will be considered as part of the multi-year budget process.	Low
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(1) Definition of Likelihood:
High – likelihood of the issue impacting the 2019 period is predicted to be greater than 60%.
Medium – likelihood of the issue impacting the 2019 period is predicted to be between 30% and 60%.
Low – likelihood of the issue impacting the 2019 period is predicted to be less than 30%.

CONCLUSION

Key items included in the 2018 Year-End Capital Monitoring Report include the following:

- The 2018 life-to-date capital budget:
 - o \$1,316.7 million (76.4%) of the \$1,723.3 million 2018 life-to-date capital budget is committed, leaving \$406.5 million (23.6%) of approved capital funding uncommitted.
 - o A status update for active 2015 life-to-date capital budgets (2015 and prior) that have no future budget requests is provided in Appendix “B”.
- A total of 81 completed capital projects with a total budget value of \$117.2 million and surplus of \$11.9 million are recommended to be closed with surplus funding returned to the original source of funding (Appendix “C”).
- Emerging issues were identified that may impact the capital budget in 2019 and beyond. Civic Administration will continue to monitor these issues and report back to Council and the community in a timely manner.

Acknowledgements

This report was prepared with significant contributions from the City’s Financial Business Support teams, project managers from across the Corporation, Government Relations and Alan Dunbar, Marta Semeniuk and Lauren Pasma in Financial Planning & Policy.

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Appendix A - 2018 Capital Budget Activity (Life-To-Date December 31, 2018)

SOF #	Date of Committee Award	Service	Description	Awarded Amount	Budget Adjustments Required
Council Awards					
18001	9-Jan	Transportation Services	Contract Administration Services Associated with the Construction of Kilally Road Reconstruction Phase 1	181,063	
18001	9-Jan	Water	Contract Administration Services Associated with the Construction of Kilally Road Reconstruction Phase 1	30,971	
18002	8-Jan	Transportation Services	Subdivision Special Provisions - Summerside Phase 13A	623,586	486,000
18002	8-Jan	Wastewater & Treatment	Subdivision Special Provisions - Summerside Phase 13A	366,092	
18002	8-Jan	Water	Subdivision Special Provisions - Summerside Phase 13A	24,361	
18003	9-Jan	Wastewater & Treatment	Mud Creek Flood Reduction and Rehabilitation Phase 1 Detailed Design	1,099,514	
18004	8-Jan	Transportation Services	Subdivision Special Provisions - Edgevalley Subdivision	22,820	
18004	8-Jan	Wastewater & Treatment	Subdivision Special Provisions - Edgevalley Subdivision	6,521,235	
18005	23-Jan	Environmental Services	Property Acquisition - W12A Buffer - 5725 White Oak Road	485,368	489,542
18006	9-Jan	Corporate, Operational & Council Services	Microsoft Dynamics CRM Implementation Partner 2017 - 2019 RFP16-52	264,576	
18008	23-Jan	Corporate, Operational & Council Services	Construction Contract to Demolish 280 York Street / 340 Wellington	355,651	75,000
18009	6-Feb	Transportation Services	Wonderland Road South Two-Lane Upgrade	7,274,323	
18010	23-Jan	Corporate, Operational & Council Services	Implementation Services to Migrate the Existing Microsoft Reports to Microsoft Business Intelligence (BI) Reporting Services	298,793	
18011	6-Feb	Transportation Services	Property Acquisition - Western Road Widening Project	1,063,810	
18012	6-Feb	Transportation Services	Infrastructure Renewal Program - Byron Baseline Road Reconstruction Project	248,040	
18012	6-Feb	Water	Infrastructure Renewal Program - Byron Baseline Road Reconstruction Project	413,400	233,031
18013	6-Feb	Water	Sole Source Award - Acoustic Fiber Optic Monitoring Contract	153,578	
18014	6-Feb	Wastewater & Treatment	North Lambeth P9 Stormwater Management Facility	5,187,170	2,076,927
18015	6-Feb	Water	Consultant Assignment - Southeast Pressure Zone Development - Construction Administration	133,921	
18016	6-Feb	Wastewater & Treatment	Detailed Design and Contract Administration of the Fox Hollow Stormwater Management Facility No. 1 - North Cell	405,500	
18019	6-Feb	Transportation Services	Western Road / Wharnccliffe Road North Improvements, Phase 2	6,149,381	
18019	6-Feb	Wastewater & Treatment	Western Road / Wharnccliffe Road North Improvements, Phase 2	1,001,253	
18019	6-Feb	Water	Western Road / Wharnccliffe Road North Improvements, Phase 2	1,445,165	
18021	21-Feb	Wastewater & Treatment	Single Source Purchase of One Turbo Blower for the Greenway Wastewater Treatment Plant	422,304	339,000
18022	21-Feb	Wastewater & Treatment	Greenway Wastewater Treatment Plant - Expansion Project	481,808	
18023	21-Feb	Wastewater & Treatment	Colonel Talbot Pumping Station	495,655	
18026	21-Feb	Corporate, Operational & Council Services	Dundas Place	96,672	
18026	21-Feb	Transportation Services	Dundas Place	24,991,338	12,753,669
18026	21-Feb	Wastewater & Treatment	Dundas Place	1,937,112	1,000,000
18026	21-Feb	Water	Dundas Place	2,427,981	700,000
18027	21-Feb	Parks, Recreation & Neighbourhood Services	Request for Proposal - Parks and Recreation Strategic Master Plan Update	178,075	
18033	21-Feb	Parks, Recreation & Neighbourhood Services	Ontario Municipal Commuter Cycling (OMCC) Program		3,328,752
18039	23-Feb	Wastewater & Treatment	2018 Infrastructure Renewal Program Contract #6 - West Mile Road, North Mile Road, East Mile Road, Green Lane, Adevon Ave.		18,800
18041	19-Mar	Transportation Services	2018 Infrastructure Renewal Program - Egerton Street and King Street Phase 1 Reconstruction Project	1,435,041	
18041	19-Mar	Wastewater & Treatment	2018 Infrastructure Renewal Program - Egerton Street and King Street Phase 1 Reconstruction Project	3,023,871	661,031
18041	19-Mar	Water	2018 Infrastructure Renewal Program - Egerton Street and King Street Phase 1 Reconstruction Project	1,920,824	
18042	19-Mar	Wastewater & Treatment	Greenway Odour Control and HVAC Equipment Installation	499,743	
18043	19-Mar	Transportation Services	2018 Infrastructure Renewal Program - York Street Sewer Separation	785,506	
18043	19-Mar	Wastewater & Treatment	2018 Infrastructure Renewal Program - York Street Sewer Separation	4,947,752	380,927
18043	19-Mar	Water	2018 Infrastructure Renewal Program - York Street Sewer Separation	1,771,382	
18045	15-Mar	Parks, Recreation & Neighbourhood Services	Single Source Procurement Recreation Activity Management System	143,500	
18046	19-Mar	Parks, Recreation & Neighbourhood Services	Ontario Municipal Greenhouse Gas (GHG) Challenge Fund Transfer Payment Agreement		822,500
18047	19-Mar	Corporate, Operational & Council Services	Ontario Municipal Greenhouse Gas (GHG) Challenge Fund Transfer Payment Agreement	1,382,625	1,382,625
18049	19-Mar	Wastewater & Treatment	One River Environmental Assessment Update	410,381	3,780,279
18050	4-Apr	Transportation Services	Infrastructure Renewal Project - Contract 15 - Main Street	3,530,474	
18050	4-Apr	Wastewater & Treatment	Infrastructure Renewal Project - Contract 15 - Main Street	4,621,690	235,094
18050	4-Apr	Water	Infrastructure Renewal Project - Contract 15 - Main Street	1,055,962	
18053	4-Apr	Protective Services	Enterprise Wide Management / Administration Software	395,236	
18056	4-Apr	Parks, Recreation & Neighbourhood Services	Consulting Services Thames Valley Corridor - SoHo Neighbourhood	306,296	
18057	3-Apr	Transportation Services	Property Acquisition - Bus Rapid Transit Project	205,245	
18058	4-Apr	Transportation Services	Property Acquisition - Bus Rapid Transit Project	208,451	
18063	17-Apr	Wastewater & Treatment	Greenway Rotary Drum Thickener Pre-Purchase	194,674	
18064	17-Apr	Water	2018 Watermain Cleaning and Structural Lining	5,143,428	
18065	17-Apr	Water	Consulting Engineering for Long-Term Storage Options Environmental Assessment	160,593	
18066	17-Apr	Wastewater & Treatment	2018 Infrastructure Renewal Program - Consultant Construction Supervision Awards - Cavendish Crescent and Avalon Street Projects	589,971	
18066	17-Apr	Water	2018 Infrastructure Renewal Program - Consultant Construction Supervision Awards - Cavendish Crescent and Avalon Street Projects	193,575	
18067	17-Apr	Transportation Services	2018 Growth Management Implementation Strategy Southwest Area Trunk Sanitary Sewer - Phase 3	909,603	
18067	17-Apr	Wastewater & Treatment	2018 Growth Management Implementation Strategy Southwest Area Trunk Sanitary Sewer - Phase 3	6,962,578	40,000
18067	17-Apr	Water	2018 Growth Management Implementation Strategy Southwest Area Trunk Sanitary Sewer - Phase 3	43,452	
18068	15-May	Transportation Services	Infrastructure Renewal Project - Contract 11 - Hamilton Road & Sackville Street	1,731,037	
18068	15-May	Wastewater & Treatment	Infrastructure Renewal Project - Contract 11 - Hamilton Road & Sackville Street	1,845,029	8,000

Appendix A - 2018 Capital Budget Activity (Life-To-Date December 31, 2018)

SOF #	Date of Committee Award	Service	Description	Awarded Amount	Budget Adjustments Required
18068	15-May	Water	Infrastructure Renewal Project - Contract 11 - Hamilton Road & Sackville Street	1,149,761	
18069	16-Apr	Wastewater & Treatment	City Services Reserve Fund Claimable Works - 2150 Oxford Street East	309,765	
18070	23-Apr	Transportation Services	Bus Rapid Transit - Environment Assessment Initiative Procurement Options Analysis and Value for Money Assessment	113,101	
18071	15-May	Environmental Services	Construction of Waste Disposal Cell 9 and Extension of On Site Access Road W12A Landfill	4,495,360	3,100,000
18073	1-May	Transportation Services	Property Acquisition - Bus Rapid Transit Project	370,211	
18074	1-May	Transportation Services	Property Acquisition - Bus Rapid Transit Project	174,314	
18075	1-May	Transportation Services	Property Acquisition - Bus Rapid Transit Project	189,831	
18076	1-May	Transportation Services	Property Acquisition - Bus Rapid Transit Project	282,440	
18077	1-May	Transportation Services	Lease of Office Space - Request for Proposal No 17-22 for Rapid Transit Implementation Office - Environmental and Engineering Services London Public Library - 251 Dundas Street	333,333	
18077	1-May	Wastewater & Treatment	Lease of Office Space - Request for Proposal No 17-22 for Rapid Transit Implementation Office - Environmental and Engineering Services London Public Library - 251 Dundas Street	108,334	
18077	1-May	Water	Lease of Office Space - Request for Proposal No 17-22 for Rapid Transit Implementation Office - Environmental and Engineering Services London Public Library - 251 Dundas Street	58,333	
18078	15-May	Transportation Services	Adelaide Street North Widening Environmental Assessment	325,084	57,647
18079	15-May	Wastewater & Treatment	North Routledge Park Sanitary Sewer Servicing	1,680,121	400,000
18080	15-May	Wastewater & Treatment	Design and Construction Administrative Services Dingman Creek Pumping Station Upgrades	993,613	993,613
18081	14-May	Transportation Services	Claimable works for 3313-3405 Wonderland Road South Site Plan	522,537	139,838
18082	15-May	Wastewater & Treatment	Vauxhall-Pottersburg Interconnection Project	6,390,419	
18082	15-May	Water	Vauxhall-Pottersburg Interconnection Project	186,168	
18084	28-May	Transportation Services	Non- Intrusive Vehicle Detection Equipment	458,698	
18085	15-May	Transportation Services	Property Acquisition - Bus Rapid Transit Project	302,824	
18093	19-Jun	Transportation Services	Wharncliffe Road South Improvements	2,089,598	
18094	28-May	Wastewater & Treatment	Supply and Installation of Sewer Liners Cured in Place Pipe (CIPP)	3,402,265	
18095	28-May	Wastewater & Treatment	Stormwater Management Facility (SWM) Land Acquisition Agreement	1,171,085	
18097	19-Jun	Wastewater & Treatment	Infrastructure Renewal Program	1,940,838	
18097	19-Jun	Water	Infrastructure Renewal Program	1,710,145	
18097	19-Jun	Transportation Services	Infrastructure Renewal Program	112,657	
18098	19-Jun	Economic Prosperity	Southwestern Integrated Fibre Technology (SWIFT) Network Project		690,000
18099	18-Jun	Parks, Recreation & Neighbourhood Services	RFP18-11 Consulting Services - Kilally Fields	241,000	
18101	19-Jun	Transportation Services	Hyde Park Road / Sunningdale Road West Roundabout - Appointment of Consulting Engineer	282,932	
18102	19-Jun	Transportation Services	Bradley Avenue Extension - Appointment of Consulting Engineer	516,950	
18103	17-Jul	Wastewater & Treatment	Budget Adjustment for the Dingman Creek and Colonel Talbot Pumping Stations		24,006,387
18104	17-Jul	Wastewater & Treatment	Budget Adjustment for the Dingman Creek and Colonel Talbot Pumping Stations		400,000
18106	19-Jun	Corporate, Operational & Council Services	RFP 18-14 Hydro Excavators	580,032	
18106	19-Jun	Water	RFP 18-14 Hydro Excavators	580,032	
18107	18-Jun	Social & Health Services	Request for Proposal 18-04 - Social Housing Building Inventory	117,253	117,253
18108	18-Jun	Transportation Services	Capital Works Budget Cost Sharing for 164 Sherwood Forest Square	149,887	
18110	19-Jun	Transportation Services	Property Acquisition - Bus Rapid Transit Project	165,882	
18111	19-Jun	Transportation Services	Property Acquisition - Bus Rapid Transit Project	171,534	
18112	19-Jun	Transportation Services	Property Acquisition - Bus Rapid Transit Project	235,245	
18113	18-Jun	Culture Services	Simcoe School WWI Memorial Restoration		42,000
18114	12-Jun	Corporate, Operational & Council Services	RFP18-69 City Hall Power Distribution System Upgrade		
18122	16-Jul	Water	Subdivision Special Provisions - Landea Phase 3 Subdivision	58,308	70,489
18122	16-Jul	Wastewater & Treatment	Subdivision Special Provisions - Landea Phase 3 Subdivision	548,575	
18126	17-Jul	Wastewater & Treatment	Water and Erosion Control Infrastructure (WECI) Program	1,561,380	
18128	16-Jul	Water	Subdivision Special Provisions - Warbler Woods Phase 2	95,797	95,797
18128	16-Jul	Transportation Services	Subdivision Special Provisions - Warbler Woods Phase 2	408,513	393,201
18128	16-Jul	Parks, Recreation & Neighbourhood Services	Subdivision Special Provisions - Warbler Woods Phase 2	95,409	
18136	14-Aug	Transportation Services	Property Acquisition - Bus Rapid Transit Project	227,852	
18137	14-Aug	Transportation Services	Property Acquisition - Bus Rapid Transit Project	318,581	
18139	25-Sep	Transportation Services	1-BR-08 - Riverside Drive Bridge over CNR - Consulting Engineer	173,540	
18140	13-Aug	Wastewater & Treatment	Vauxhall Wastewater Treatment Plant Class EA for Capacity Upgrades	204,226	
18141	13-Aug	Wastewater & Treatment	Wilton Grove Road Sanitary Sewer Replacement - RFT18-73	4,584,510	
18141	13-Aug	Transportation Services	Wilton Grove Road Sanitary Sewer Replacement - RFT18-73	508,800	
18142	13-Aug	Wastewater & Treatment	Establish Budget for Wastewater Operations Equipment Replacement		750,000
18143	13-Aug	Corporate, Operational & Council Services	RFT18-82 Irregular Result - Ride on 72" Out-Front Deck Rotary Mowers	176,655	
18143	13-Aug	Parks, Recreation & Neighbourhood Services	RFT18-82 Irregular Result - Ride on 72" Out-Front Deck Rotary Mowers	25,236	
18144	13-Aug	Wastewater & Treatment	Subdivision Special Provisions - West Five Phase 3 Stage 1	2,025	
18144	13-Aug	Water	Subdivision Special Provisions - West Five Phase 3 Stage 1	31,261	31,261
18144	13-Aug	Transportation Services	Subdivision Special Provisions - West Five Phase 3 Stage 1	200,114	146,800
18147	11-Sep	Protective Services	T18-83 - Vehicle Hoist for Apparatus Repair Bay	193,365	
18150	11-Sep	Economic Prosperity	Property Acquisition - Industrial Land Purchase Strategy	2,961,900	509,780
18152	11-Sep	Wastewater & Treatment	Settlement of Claims for Compensation for Expropriation - Dingman Creek Erosion Control Project	485,000	
18155	11-Sep	Wastewater & Treatment	Subdivision Special Provisions - Colonel Talbot Developments Inc.	705,487	
18156	10-Sep	Wastewater & Treatment	Subdivision Special Provisions - Talbot Village Phase 6	408,437	173,624
18156	10-Sep	Transportation Services	Subdivision Special Provisions - Talbot Village Phase 6	12,127	
18159	25-Sep	Wastewater & Treatment	Municipal Class Environmental Assessment, Kilally South, East Basin	181,409	

Appendix A - 2018 Capital Budget Activity (Life-To-Date December 31, 2018)

SOF #	Date of Committee Award	Service	Description	Awarded Amount	Budget Adjustments Required
18160	25-Sep	Corporate, Operational & Council Services	Single Source Trailer-Mounted Recycled Asphalt Heaters	76,931	
18164	9-Oct	Wastewater & Treatment	Property Acquisition - Portion of 3544 Dingman Drive	328,907	
18165	30-Oct	Transportation Services	2018 Arterial Road Rehabilitation Program - Webber Bourne Reconstruction	631,577	
18166	30-Oct	Protective Services	Land Allocation - Fire Station No 15 Innovation Drive	126,000	
18168	30-Oct	Transportation Services	Rehabilitation of Highbury Ave South & Wenige Expressway Bridge	512,675	
18168	30-Oct	Water	Rehabilitation of Highbury Ave South & Wenige Expressway Bridge	33,805	
18169	9-Oct	Economic Prosperity	RFP18-42 New Entryway Signage for City-Owned Industrial Parks	106,339	681,616
18170	12-Nov	Transportation Services	Appointment of Consulting Engineers - Infrastructure Renewal Program - Contract 'C'	511,214	
18170	12-Nov	Water	Appointment of Consulting Engineers - Infrastructure Renewal Program - Contract 'C'	224,847	
18170	12-Nov	Wastewater & Treatment	Appointment of Consulting Engineers - Infrastructure Renewal Program - Contract 'C'	328,499	
18172	9-Oct	Water	Subdivision Special Provisions - Foxhollow North Kent South Subdivision - Phase 3	19,538	18,990
18173	29-Oct	Wastewater & Treatment	Stoney Creek 2 Stormwater Management Facility Land Acquisition	260,557	
18174	30-Oct	Wastewater & Treatment	459 Second Street - Pottersburg Creek Erosion and PCB Cap Maintenance	356,160	
18175	30-Oct	Water	2017 Infrastructure Renewal Program Contract: Green Valley Road - Delay Claim	191,056	
18176	30-Oct	Wastewater & Treatment	267-275 Ridgewood Crescent Slope Failures	178,080	
18180	13-Nov	Corporate, Operational & Council Services	Microsoft Dynamics CRM Implementation Partner - Phase Five	228,960	
18181	13-Nov	Parks, Recreation & Neighbourhood Services	Property Acquisition - 449 Hill Street	333,255	333,255
18182	13-Nov	Transportation Services	Property Acquisition - Bus Rapid Transit Project	251,487	
18186	10-Dec	Social & Health Services	RFT18-46 Dearness Home Domestic Hot Water Storage Tanks Lifecycle Replacement	127,200	
Subtotal Council Awards				160,105,611	61,962,728
Council Approved Budget Adjustments					
		Water	2017 Year-End Monitoring Report Budget Adjustments ⁽¹⁾		(2,530,686)
		Water	CWWF Project Budget Amendment Phase 1		(3,125,000)
		Wastewater & Treatment	2019 GMIS Update		10,023,700
		Wastewater & Treatment	CWWF Project Budget Amendment Phase 1		1,715,169
		Property Tax	2018 Assessment Growth		1,504,097
		Property Tax	BRT Realignment ⁽²⁾		(129,786,124)
		Property Tax	Adjustments resulting from various Council approved reports		378,113
Subtotal Council Awards & Budget Adjustments				160,105,611	(59,858,003)

	Awarded Amount	Budget Adjustments Required
Council Awards and Budget Adjustments		
Property Tax Budget	73,704,943	(102,354,436)
Wastewater & Treatment Budget	67,143,024	47,002,551
Water Budget	19,257,644	(4,506,118)
Subtotal Council Awards and Budget Adjustments	160,105,611	(59,858,003)
Administrative Awards and Budget Adjustments ⁽³⁾		
Property Tax Budget	30,940,222	1,516,574
Wastewater & Treatment Budget	19,155,050	1,119,632
Water Budget	8,107,015	88,289
Subtotal Administrative Awards and Budget Adjustments	58,202,287	2,724,495
Total Council and Administrative Awards and Budget Adjustments		
Property Tax Budget	104,645,165	(100,837,862)
Wastewater & Treatment Budget	86,298,074	48,122,183
Water Budget	27,364,659	(4,417,829)
Total	218,307,898	(57,133,508)

Notes:

- 1) The budget adjustments presented in the 2017 Year-End Capital Budget Monitoring Report impact the 2018 LTD budget thus they are reflected as a Council approved budget adjustment.
- 2) As per the Corporate Service Committee, June 19, 2018 meeting, agenda item # 2.6, Capital Budget Realignment - Bus Rapid Transit Report, the budget for BRT has been moved forward to align with the latest project roll-out schedule.
- 3) Civic Administration source of financing awards are in accordance with the Procurement of Goods & Services Policy and are reported annually through that process. Budget adjustments include additional revenue from private drain connections and other non-tax supported funding sources.

Appendix B - Summary of 2015 Life-To-Date Capital Budgets (2015 and prior) Having No Future Budget Requests

Project	Project Description	Classification	Service Area	2015 LTD Budget	Committed	Uncommitted	Expected Completion	Explanation
Tax Supported Budget								
GG1545-15	MUNICIPAL BUILDINGS LCR	Life Cycle Renewal	Finance & Corporate	510,000	574,511	(64,511)	Q2 2019	This program is comprised of one remaining project. The overage can be accommodated within the annual lifecycle program budget.
GG1620	DEARNESS MAJOR UPGRADES	Life Cycle Renewal	Housing Social Services & Dearness Home	1,156,000	968,829	187,171	Q2 2019	Awaiting holdback processing and final closeout. Once the project is complete, remaining funds to be rolled into GG162018.
GGMOD1405	PH 5-NETWORK WIRELESS PT	Life Cycle Renewal	Finance & Corporate	106,588	18,676	87,912	Q4 2019	Project will deliver the upgrade of the City of London's point to point radios. These radios are essential in the provision of connectivity to City of London sites outside the downtown and providing redundancy to City of London sites connected via fibre optic cabling.
GGMOD1406	PH 6-NETWORK PROJ CLOSURE	Life Cycle Renewal	Finance & Corporate	21,630	21,182	448	Q4 2019	Ongoing - project will deliver the final phase of the Network Modernization program including documentation provision, assessment and quality assurance activities.
ME2012-01	2012 V&E REPLACEMENT - TCA	Life Cycle Renewal	Environment & Engineering	5,936,299	5,936,299	0	Q2 2019	This project will be considered complete once the chipper truck and graders are received in Q2 2019; these units currently have open purchase orders included in the committed amount.
PD1129-13	2013 DWTN STREET TREE PLANTING	Life Cycle Renewal	Planning	378,392	357,076	21,316	Q4 2019	Funding will be used for tree planting in Old East Parking Lot redevelopment at Queens Park. Construction of project is complete, and trees will be installed this year.
PD1129-14	2014 DWTN STREET TREE PLANTING	Life Cycle Renewal	Planning	288,504	215,309	73,195	Q4 2019	Project delayed due to construction activity on Old Victoria Hospital Lands (OVHL). Funding to be used at OVHL Civic Space for tree planting.
PD1129-15	DOWNTOWN STREET TREE PLANTING	Life Cycle Renewal	Planning	225,000	0	225,000	Q4 2019	Schedule delayed due to land negotiations and pending decisions with respect to the City's rapid transit initiative.
PD1146	DEVELOPMENT MANAGEMENT TRACKING SYSTEM UPGRADE	Life Cycle Renewal	Development & Compliance	180,000	6,156	173,844	2025	Backflow, e-permitting (portal) projects and business folders have been completed. Sign Folder and mobile solution projects have started and other folders are moving along as scheduled.
PD1173-14	2014 SPRINGBANK PARK UPGRADES	Life Cycle Renewal	Planning	160,000	159,729	271	Q4 2019	Funds for staircase replacement at Springbank Park. Detailed design is in progress which is being funded from this project. Project to be constructed in 2019 using more recent funding.
PD1213	ARCHAEOLOGICAL MASTER PLAN	Life Cycle Renewal	Planning	75,000	64,636	10,364	Q4 2020	The Archaeological Management Plan was approved by Council July 17, 2017. The Official Plan/London Plan has been amended to add the Archaeological Management Plan to the list of Guideline Documents. Remaining funds are allocated to the implementation of the Plan after adoption.
PD1282-14	2014 MAINTAIN NEIGHBOURHOOD PARKS	Life Cycle Renewal	Planning	602,549	530,972	71,577	Q4 2019	Funds will be used for our 2019 CSA upgrades and/or Kiwanis Park Natural Playground structure.
PD1282-15	MAINTAIN NEIGHBOURHOOD PARKS	Life Cycle Renewal	Planning	274,000	221,316	52,684	Q4 2020	\$50k from this account has been earmarked for potential use on Thames Valley Parkway (TVP) North Branch project, subject to tender closing price. Otherwise, funding will go towards Carfrae Park once the One River EA is complete.
PD2063-15	MAINTAIN OPEN SPACE	Life Cycle Renewal	Planning	270,000	151,419	118,581	Q4 2019	These funds have been earmarked for potential use on TVP North Branch project, subject to tender closing price. The funds will otherwise be used for boardwalk repairs at Lambeth Optimist (on hold awaiting senior government infrastructure funding).
PD2134	2009 MAINTAIN THAMES VALLEY	Life Cycle Renewal	Planning	308,494	305,711	2,783	Q4 2019	Open commitments associated with the Kiwanis Park pathway project - to be completed in 2019.
PD2135-13	2013 MAINTAIN THAMES VALLEY	Life Cycle Renewal	Planning	235,686	235,698	(12)	Q4 2019	Open commitments associated with the Kiwanis Park pathway project - to be completed in 2019.
PD2243-14	2014 MAINTAIN ENVIRO SIGNIF AREAS	Life Cycle Renewal	Planning	199,978	187,687	12,291	Q2 2019	Remaining funds will be put towards new pathway in Medway. Construction in progress - will be completed spring 2019.
PD2400	PARK FARM TRUST FUND	Life Cycle Renewal	Planning	91,287	80,386	10,901	Beyond	Trust Fund bequeathed in 1990 "for the purpose of such park including additions thereto" by estate of the last private owner of the municipally-owned heritage property.
PD3020	PICCADILLY URBAN PARKS	Life Cycle Renewal	Planning	39,660	39,660	0	Q2 2019	Piccadilly Park - had been waiting for MOE approvals (received in 2016). Work started 2018 and will be complete spring 2019.

Appendix B - Summary of 2015 Life-To-Date Capital Budgets (2015 and prior) Having No Future Budget Requests

Project	Project Description	Classification	Service Area	2015 LTD Budget	Committed	Uncommitted	Expected Completion	Explanation
PD3020-13	2013 MAINTAIN URBAN PARKS	Life Cycle Renewal	Planning	177,134	175,531	1,603	Q2 2019	Remaining funds to be spent at Piccadilly Park. Work started 2018 and will be complete spring 2019. All available funds will be used.
PD3020-15	MAINTAIN URBAN PARKS	Life Cycle Renewal	Planning	200,000	200,536	(536)	Q2 2019	Piccadilly Park - had been waiting for MOE approvals (received in 2016). Work started 2018 and will be complete spring 2019.
PD3023	5-YEAR OFFICIAL PLAN REVIEW & ASSOCIATED ZONING BY-LAW AMENDMENTS	Life Cycle Renewal	Planning	650,000	509,530	140,470	Beyond	Ongoing program – this program was established to fund the regular work of updating the Official Plan (5 year review program) and Zoning By-law. The funding has occurred over a number of years, prior to the 4-year budget (2016-2019). The outstanding balance will be used for additional consulting work that may be needed relating to The London Plan and the current Ontario Municipal Board Hearing, scheduled to commence in April 2020. Unused funds to be transferred to PD2152 for the comprehensive zoning by-law project, targeted for completion by 2022.
PP4325	911 COMMUNICATIONS UPGRADES	Life Cycle Renewal	London Police Services	612,000	574,233	37,767	Q4 2020	Remaining balance in the project will be spent for voice logger and related CAD integration.
PP4444-15	HEADQUARTERS BUILDING REPAIRS	Life Cycle Renewal	London Police Services	500,000	459,960	40,040	Q4 2019	Shifting priorities have impacted initial project plans. Balance of funds expected to be used by the end of 2019.
RC2428	ENHANCED CGAC AQUATIC FUND	Life Cycle Renewal	Parks & Recreation	43,575	38,841	4,734	Q4 2019	This fund is part of an endowment - will be used in 2019.
TS1027	FORESTRY MTCE-GYPSY MOTH	Life Cycle Renewal	Planning	250,000	233,415	16,585	Q4 2019	Oak Wilt Communications Plan in progress; funding being used to create materials, educational outreach and training.
TS1446-14	2014 ROAD REHAB-MAIN	Life Cycle Renewal	Environment & Engineering	10,770,885	10,753,104	17,781	Q4 2019	EA has been initiated and delays have been encountered as City consults with Western regarding BRT. EA expected to be completed later in 2019.
TS1446-15	BLK ROAD REHAB-MAIN	Life Cycle Renewal	Environment & Engineering	11,958,981	11,915,776	43,205	Q4 2019	Awaiting end of warranty & Soho Development.
TS4067-15	TRAFFIC SIGNALS-MTCE	Life Cycle Renewal	Environment & Engineering	3,201,000	2,886,973	314,027	Q3 2020	This is an annual program to rebuild traffic signals. Remaining funds will be transferred to subsequent year projects when outstanding POs are closed.
TS5123-14	2014 STREET LIGHT MAINTENANCE	Life Cycle Renewal	Environment & Engineering	1,212,089	1,179,156	32,933	Q4 2019	This is an annual program to rebuild street lights. Remaining funds will be transferred to TS512317 when outstanding POs are closed.
PD1033-11	2011 NEW DISTRICT PARKS	Growth	Planning	440,000	422,154	17,846	Q4 2020	Ongoing land/building assumption delay. Funds to assist Facilities with washroom building upgrade in Riverbend District Park. Developer has not dedicated structure to City as of yet. All of these available funds are needed (plus more recent funds) for washroom upgrade.
PD1382-15	NEW NEIGHBOURHOOD PARKS	Growth	Planning	260,000	182,557	77,443	Q4 2019	Funding for subdivision developer neighbourhood park blocks. \$42k for Victoria on the River (to be completed in 2019). \$35k for Stanton West (completed in 2018 and awaiting billing).
PD2042	2009 NEW MAJOR OPEN SPACE	Growth	Planning	491,500	484,734	6,766	Q4 2019	Remaining funds will be used to address minor deficiencies along the pathway in the Wickerson and Kape Development adjacent to Boler Lands (subdivision capital claims recently processed). Remaining work will occur in 2019, following formal assumptions.
PD2043-12	2012 NEW MAJOR OPEN SPACE	Growth	Planning	620,000	603,734	16,266	Q4 2019	Surplus funding associated with Talbot/Bostwick pathway/trail connections. Remaining amount may be required for other open space linkages servicing same growth area - to be determined in 2019.
PD2043-13	2013 NEW MAJOR OPEN SPACE	Growth	Planning	400,000	304,331	95,669	Q4 2019	Boler Lands & Wickerson Stormwater Management Facility pathway connections. Stormwater Management Division (SWM) is leading storm pond construction. All of the funding will be used. Timing for pathway is subject to City SWM Division schedule, subdivision developers and easements being finalized across Boler Lands. Timing is to be determined, but staff is optimistic all aspects are finalized allowing for implementation in 2019.
PD2043-14	2014 NEW MAJOR OPEN SPACE	Growth	Planning	350,000	51,032	298,968	Q4 2019	Funding for subdivision developer open space linkages. \$100k for West Byron/SWM connections. \$198k for Lambeth P9 facility and surrounding development.
PD2043-15	NEW MAJOR OPEN SPACE NETWORK	Growth	Planning	700,000	387,460	312,540	Q4 2021	\$100k of remaining funding is for Richmond North Pedestrian Bridge detailed design (currently held up with Part II order EA Bump-up request). \$220k of remaining funding is for Stoney Creek open space.
PD2082	MEADOWLILY AREA PLANNING STUDY	Growth	Planning	520,000	391,114	128,886	Q4 2019	Meadowlily Secondary Plan was initiated in response to an application to designate and zone lands adjacent to Meadowlily for commercial development. A significant amount of work has been completed to date – including consulting reports, environmental studies, public consultation, etc. Project was put on hold to dedicate limited staff resources to other higher priority projects when the initial applicant changed plans and the area's commercial potential diminished. Since the Meadowlily Study has not been re-initiated it is unclear whether all the funds will be required.

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Project	Project Description	Classification	Service Area	2015 LTD Budget	Committed	Uncommitted	Expected Completion	Explanation
PD2124-11	2011 NEW THAMES VALLEY PARKWAY	Growth	Planning	389,000	381,933	7,067	Q4 2019	Funding associated with Kiwanis Park pathway project. Any remaining surplus will be used to support 2019 natural playground installation beside the TVP.
PD2124-12	2012 NEW THAMES VALLEY PARKWAY	Growth	Planning	50,000	0	50,000	Q4 2019	Land Assumption Delay - funds for TVP at Victoria on River. TVP has been constructed, but land has not been assumed and capital claim not processed as of yet.
PD2124-13	2013 NEW THAMES VALLEY PARKWAY	Growth	Planning	500,000	26,492	473,508	Q4 2020	Land Assumption Delay - \$75k for TVP extension east of Highbury in Edgevalley Development. Remaining \$400k for Victoria on the River TVP (which is complete, but capital claim not processed) and for Hamilton Road underpass (waiting for land acquisition).
PD2124-15	NEW THAMES VALLEY PATHWAY	Growth	Planning	1,175,000	177,992	997,008	Q4 2020	\$297k of remaining funding is for Old Victoria Hospital Lands TVP - design is in progress. \$150k is for Victoria on River & Hamilton Underpass - land acquisition delay. \$450k is for Byron TVP Connection EA - RFP on hold. \$100k is for Highbury to Clarke - delayed by developer.
PD2181-15	NEW SPORTSPARK	Growth	Planning	150,000	125,720	24,280	Q4 2020	Funding to support field house/pathway connections in Riverbend Park. Delayed due to building ownership issues that are currently being worked through.
PD2230-15	NEW FIELD HOUSES	Growth	Planning	150,000	23,775	126,225	Q4 2020	Funding for Riverbend fieldhouse - delayed due to building ownership issues that are currently being worked through.
PD2253	2010 NEW ENVIRO SIGNIF AREAS	Growth	Planning	260,000	234,541	25,459	Q4 2019	Remaining funds associated with progressing Meadowlilly Ph. 2 Master Plan (currently on hold) and ravine crossing in Kains Environmentally Significant Area (ESA).
PD2253-12	2012 NEW ENVIRO SGNIF AREAS	Growth	Planning	290,000	170,000	120,000	Q4 2020	Meadowlilly ESA Ph. 2 Master Plan & implementation - delayed due to conservation master plan Ph. 1 completion timeline.
PD2253-13	2013 NEW ENVIRO SIGNIF AREAS	Growth	Planning	280,000	258,028	21,972	Q3 2019	Land acquisition delays. Remaining funds are to complete pathway/trail system. Work started fall 2018 and will be completed spring 2019.
PD2253-15	NEW ENVIRONMENTALLY SIGNIFICANT AREAS	Growth	Planning	15,000	0	15,000	Q3 2019	Land acquisition delays. Remaining funds are to complete pathway/trail system. Work started fall 2018 and will be completed spring 2019.
PD2765-15	NEW WOODLAND PARKS	Growth	Planning	60,000	0	60,000	Q4 2019	Funding to implement woodland management plan for new woodlot in Foxfield area (Foxfield Woods).
PD3019-13	2013 NEW URBAN PARKS	Growth	Planning	100,000	100,000	0	Q2 2019	Construction of Talbot Village Urban Park. Construction started fall 2018 and will be complete spring 2019.
PD3019-15	NEW URBAN PARKS	Growth	Planning	350,000	123,818	226,182	Q2 2019	Costs associated with Talbot Village Urban Park and \$200k for capital claims associated with urban park in Victoria on the River subdivision. Both projects will be completed spring 2019.
TS1302-1	COMMISSIONERS ROAD-WONDERLAND TO SPRINGBANK DR PH1	Growth	Environment & Engineering	300,000	296,585	3,415	Q4 2019	Environmental Assessment on hold pending Environmental Study Report Part II Order initiated Jan 2019. Project being coordinated with Byron Pit Secondary Plan.
TS1477-2	HYDE PARK RD WIDENING - PH 2	Growth	Environment & Engineering	15,575,802	14,021,159	1,554,643	Q1 2020	Construction and warranty works complete. Council directed the addition of traffic signals at Hyde Park Road and South Carriage Road in July 2018. Project to remain open to fund.
TS1481-1	BLK WELLINGTON RD WIDENG-PH 1	Growth	Environment & Engineering	2,800,000	593,507	2,206,493	Beyond	Project is to be coordinated with the BRT EA project.
TS1481-2	BLK WELLINGTON RD WIDENING-PH2	Growth	Environment & Engineering	850,000	0	850,000	Beyond	Project is to be coordinated with the BRT EA project.
TS1481-3	BLK WELLINGTON RD WIDENING-PH3	Growth	Environment & Engineering	550,000	0	550,000	Beyond	Project is to be coordinated with the BRT EA project.
TS2170	BRADLEY FROM OLD VICTORIA TO CITY LIMITS	Growth	Environment & Engineering	2,350,000	805,058	1,544,942	Q4 2020	Ongoing engineering assignments.
TS2171	OLD VICTORIA FROM HAMILTON TO HWY 401	Growth	Environment & Engineering	2,110,000	1,300,920	809,080	2022	Upgrade to 2 lane rural arterial to accommodate increased traffic and alignment/structural issues.
GG1730HB	RETENTION OF HERITAGE BLDGS	Service Improvement	City Managers	500,000	438,789	61,211	2021	Funding to maintain heritage buildings on South Street site Phase A and B. Maintenance required until final settlement of land sale.
GG1730PHB	DECOMMISSIONING OF SOUTH ST CAMPUS LANDS PHASE B	Service Improvement	City Managers	2,380,000	0	2,380,000	Q3 2019	Funding for decommissioning of South Street Phase B. Work underway; expected to be complete by Q3 2019.
ID1110	TRAFALGAR INDUSTRIAL PARK	Service Improvement	City Managers	4,062,233	3,788,987	273,246	Q4 2020	Park is fully assumed for operational costs. Some lots remain to be sold so the possibility of future capital expenses remains until all lots are sold.

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Project	Project Description	Classification	Service Area	2015 LTD Budget	Committed	Uncommitted	Expected Completion	Explanation
ID1167	FOREST CITY IND PARK	Service Improvement	City Managers	4,202,798	3,427,435	775,363	Q2 2019	Project for new sanitary along Wilton Grove Rd. Construction completion expected in Q2 2019
ID1168	INNOVATION PARK	Service Improvement	City Managers	26,131,253	24,886,456	1,244,797	Q4 2020	Ongoing ILDS account. Covers Phases 1, 2, 3, and 4. Only Phase 1 is partially assumed. Numerous lots remain to be sold leaving the possibility of more expenses.

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Project	Project Description	Classification	Service Area	2015 LTD Budget	Committed	Uncommitted	Expected Completion	Explanation
ID1170	HURON INDUSTRIAL PARK	Service Improvement	City Managers	6,012,553	5,231,211	781,342	Q4 2020	Ongoing ILDS account. Possible future engineering assignment due to additional lands under option.
PD1015	SOUTH STREET CAMPUS REDEV	Service Improvement	Planning	155,000	119,994	35,006	Q2 2019	This project has been used to pay for a variety of consulting services over several years as required to prepare the Old Victoria Hospital Lands for sale, including an Environmental Impact Study, an assessment of heritage resources and preparation of a stabilization plan for heritage resources. Phase B of the disposition of the South Street lands has been initiated in 2019 and these funds will be used to support one or more consulting studies (heritage building condition assessment, heritage building repurposing assessment, servicing study update, real estate promotion, etc.).
PD1018	SMART CITY STRATEGY	Service Improvement	Planning	125,000	102,200	22,800	Q4 2019	Phases 1 and 2 are 95% complete. Implementation Strategy to be completed in 2019.
PD1145	PLACEMAKING DESIGN GUIDELINES	Service Improvement	Planning	100,000	100,091	(91)	Q4 2019	Funds are currently being used for completion of Urban Design Guidelines.
PD2633	DEVELOPMENT OF INFORMATION SYSTEM FOR SOCIAL HOUSING ADMINISTRATION	Service Improvement	Housing Social Services & Dearness Home	200,000	139,393	60,607	Q4 2020	Project delayed due to complexities of the software development and the process of working with 7 other Service Managers for approvals, etc. Project development expected to be completed in 2019 with implementation following in 2020. Funds expected to be fully spent to complete the project.
PP1025	INTERFACE & MOBILE DATA	Service Improvement	Neighbourhood Children & Fire Services	1,000,000	420,839	579,161	Q4 2019	Project was delayed due to Fire labour contract negotiations. It was initiated in 2017 and is progressing per new schedule for completion by Q4 2019. Meanwhile, a number of significant sub-projects within this master project are in progress or have been completed.
PP1033	APPARATUS HOIST	Service Improvement	Neighbourhood Children & Fire Services	193,365	0	193,365	Q2 2019	The project was delayed pending completion of Fire labour contract negotiations. Tender was awarded in 2018 and installation is in progress, for completion by April 2019.
PP4490	BUSINESS INTELLIGENCE SOFTWARE	Service Improvement	Neighbourhood Children & Fire Services	226,007	186,804	39,203	Q4 2019	Business intelligence component of this project is complete, however incident analyst component was delayed. Remaining funds will be used as part of project PP1025 as these projects are related.
SW6023	COMMUNITY ENVIRO DEPOTS	Service Improvement	Environment & Engineering	1,500,000	43,740	1,456,260	Q4 2020	Design work for re-configuration of Clarke Road EnviroDepot has started. Once design is complete, Ministry of Environment Conservation and Parks approval applications (Environmental Compliance Approvals) will be submitted, construction will commence once all required approvals are obtained. Project was on hold pending Ministry of the Environment & Climate Change legislation development.
SW6047	MATERIAL RECOVERY FACILITY	Service Improvement	Environment & Engineering	22,459,660	22,375,566	84,094	Q2 2020	Quotation for asphalt repairs was delayed until 2019 due to a change in staff resources. Funds will also be required for repairs to building fire suppressant system piping.
TS1325	VETERANS MEMORIAL SOUTH	Service Improvement	Environment & Engineering	1,148,811	926,367	222,444	Q4 2019	Construction is complete. Account required to cover outstanding realty costs from expropriation.
TS4011	TRAFFIC SIGNAL UPGRADE	Service Improvement	Environment & Engineering	3,643,040	3,508,061	134,979	Q4 2018	The installation of the traffic signal system is complete. The balance of the funds will be used to replace the communication system originally installed when the signal system was installed. A new communication system will reduce annual operating costs.
TS4209	IMPROVED PARKING TECHNOLOGY	Service Improvement	Environment & Engineering	300,000	253,084	46,916	Q4 2019	Parking Services is currently working with ITS and the vendor, however there have been some technical delays with regards to items such as security, process and resources. There are several modules and this is a complex project. Many modules are complete, others in process and some just initiated. To ensure the City is protected and the customer experience is improved, the project needs to be implemented in a careful and controlled manner.
TS5031	TRANSPORTN DEMAND MNG	Service Improvement	Environment & Engineering	320,750	301,167	19,583	Q3 2021	This project has an overall variance of \$150k (\$19,583 + \$130k). \$100k of these funds are assigned to two Public Transit Infrastructure Fund (PTIF) projects. The remaining funds, about \$50k, are assigned to capital expenditures under the Transportation Demand Management (TDM) Program and will be used in 2019 and 2020 to coincide with outcomes of the PTIF projects and related TDM capital expenditures.

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Project	Project Description	Classification	Service Area	2015 LTD Budget	Committed	Uncommitted	Expected Completion	Explanation
Wastewater & Treatment Rate Supported Budget								
ES2414-14	BLK 2014 SEWER REPL PROGRAM	Life Cycle Renewal	Environmental & Engineering	13,411,823	13,361,700	50,123	Q3 2019	Most projects are in warranty period; final restorations and deficiencies being addressed.
ES3045	HORTON SANITARY SEWER UPGRADES	Life Cycle Renewal	Environmental & Engineering	480,000	260,994	219,006	Q4 2019	Engineering complete. Remaining funds will be used for flushing operation to complete project.
ES3073	DINGMAN PUMPING STATION AND WATERSHED	Life Cycle Renewal	Environmental & Engineering	3,596,921	3,597,224	(303)	Q4 2019	Construction about to commence with engineering work being finalized early in 2019. Full contingency will not be required which will clear any negative balance.
ES4825-11	2011 MUNICIPAL DRAIN	Life Cycle Renewal	Environmental & Engineering	943,073	450,355	492,718	Q4 2019	Several drainage reconstruction projects supported through this program are in various stages of completion.
ES6066	DINGMAN PUMPING STATION HEADER	Life Cycle Renewal	Environmental & Engineering	500,000	189,405	310,595	Q2 2019	Final geotechnical report being completed.
ES6074	POTTERSBURG WWTP CSO AND INLET	Life Cycle Renewal	Environmental & Engineering	2,798,500	1,822,096	976,404	Q3 2019	Recent optimization studies have recommended interconnecting plants so unused funds will be moved to ES3099 to complete required works.
ES2685	GREENWAY EXPANSION	Growth	Environmental & Engineering	44,943,000	44,542,509	400,492	Q4 2019	Expansion construction mostly complete. Now in warranty period to end of year.
ES3020-HP6	SWM FACILITY - HYDE PARK NO 6	Growth	Environmental & Engineering	2,416,700	1,373,277	1,043,423	Q4 2019	Waiting for final outcome of the Hyde Park EA addendum. This proposed facility is not to be constructed in lieu of other onsite developer built measures. Some of the funds may be used for alternative SWM solutions.
ES3020-PD2	SWM FACILITY- PINCOMBE DRAIN 2	Growth	Environmental & Engineering	2,456,700	0	2,456,700	Q4 2019	This project was constructed by the developer as a temporary Stormwater Management facility at their own cost prior to completion of an Environmental Assessment (EA) process prior to 2011. EA process concluded in 2014 and identified as a permanent facility. Awaiting a claim to be filed by the developer for payment for design and construction of this stormwater pond.
ES4402	EXTENSION OF THE STONEY CREEK	Growth	Environmental & Engineering	4,338,407	4,238,407	100,000	Q4 2019	Project completed by developer, awaiting final claim.
ES5016	WONDERLAND PUMPING STATION	Growth	Environmental & Engineering	356,955	195,072	161,883	Q2 2020	Remaining funds will be used to cover works required at Wonderland as a result of Dingman construction and the septage receiving facility.
ES5253	RIVERBEND TRUNK SANITARY SEWER	Growth	Environmental & Engineering	2,117,966	264,116	1,853,850	Q4 2019	Schedule delay due to sewer construction timing linked to construction of adjacent storm water management facility and timing of local subdivision development. Claim from developer expected in 2019 for remaining work.
ESSWM-DCB4	SWM FACILITY DINGMAN CREEK	Growth	Environmental & Engineering	3,638,342	1,905,092	1,733,250	Q3 2019	Construction complete, completion date reflects warranty period. Significantly under budget due to favourable tender pricing, remaining funds to be returned to original source of financing.
ESSWM-HP5	SWM FACILITY - HYDE PARK NO 5	Growth	Environmental & Engineering	6,517,700	366,312	6,151,388	Q4 2019	Waiting for final outcome of the Hyde Park EA addendum. This proposed facility is not to be constructed in lieu of other onsite developer built measures. Some of the funds may be used for alternative SWM solutions.
ESSWM-MM4	SWM FACILITY-MURRAY MARR 4	Growth	Environmental & Engineering	2,100,000	73,948	2,026,052	Beyond	Dingman EA to be completed in Q4 2021. Timing of construction to be defined following EA completion.
ESSWM-SB	SWM FACILITY-WICKERSON NO S-B	Growth	Environmental & Engineering	2,787,549	2,793,315	(5,766)	Q4 2019	Construction complete. Post construction monitoring ongoing
ID2058	INNOVATION PARK-SWR OVERSIZING	Growth	Environmental & Engineering	8,265,000	7,812,924	452,076	Q4 2020	Ongoing engineering assignments. Awaiting for assumption procedures to begin.
ES1721	ECONOMIC DEVELOPMENT	Service Improvement	Environmental & Engineering	8,531,194	7,682,586	848,608	Q2 2019	This project was extended due to damage that occurred to the system prior to full acceptance. The repairs are complete and final payments being coordinated.
ES2442-15	EXTENSION OF SANITARY SERVICES	Service Improvement	Environmental & Engineering	23,440	23,440	0	Q1 2020	Construction completed in 2019, in warranty period until 2020.
ES2463	PPCP AND DOWNTOWN STRATEGY	Service Improvement	Environmental & Engineering	1,500,000	1,129,178	370,822	Q1 2020	Phase 3 of 3 of multi-year project nearing completion. Funding to be used for Subsurface Utility Engineering for downtown sewer separation work.
ES2464-14	BLK COMBINED SEWER SEPARATION	Service Improvement	Environmental & Engineering	6,352,806	6,336,085	16,721	Q2 2019	One project left in warranty period and final work is delayed in the SoHo project. Remaining funds to be transferred to subsequent years' budget for this annual program.
ES2469	SOUTHLAND POLLUTION CONTROL	Service Improvement	Environmental & Engineering	1,550,000	1,349,342	200,658	Q4 2019	Construction is complete, currently in warranty period, and full contingency will not be required.

Appendix B - Summary of 2015 Life-To-Date Capital Budgets (2015 and prior) Having No Future Budget Requests

Project	Project Description	Classification	Service Area	2015 LTD Budget	Committed	Uncommitted	Expected Completion	Explanation
ES2485	OLD OAK SERVICING (FORMER)	Service Improvement	Environmental & Engineering	3,360,000	1,205,106	2,154,894	Q4 2021	Development Charges Project, on hold subject to completion of the Dingman Creek Environmental Assessment (EA). Phase 2 anticipated to be completed in 2021.
ES2486	WONDERLAND RD DITCH REMEDN WRK	Service Improvement	Environmental & Engineering	1,770,028	336,487	1,433,541	2025	Dingman Creek Environmental Assessment is ongoing for Phase 2 study for completion in Q4 2021. Timing of this project to be defined following EA completion.
ES3040-14	2014 MINOR SURFACE FLOODING	Service Improvement	Environmental & Engineering	357,768	102,393	255,375	Q4 2020	Birchwood Drive surface flooding improvements currently delayed in legal proceedings. Birchmount St. Flooding – reviewing possible source of flooding.
ES3054	BURBROOK TRUNK STORM SEWER	Service Improvement	Environmental & Engineering	16,101,847	16,009,878	91,969	Q2 2021	Current work completed. Remaining funds to be used for design of sewer separation in the Burbrook area.
ES3087	HURON INDUSTRIAL PARK SERVICE	Service Improvement	Environmental & Engineering	1,122,673	421,110	701,563	Q1 2021	Stormwater Management Facility Environmental Assessment, followed by detailed design and then tendering.
ES5234	ADELAIDE WASTEWATER TREATMENT	Service Improvement	Environmental & Engineering	1,898,500	20,148	1,878,352	Q4 2020	On hold pending legislation. Study may be undertaken to determine needs and improve operation short term. To be determined.
ES6089	APPLEGATE SWMF REMEDIATION	Service Improvement	Environmental & Engineering	280,000	211,104	68,896	Q4 2019	Contractor has not addressed all deficiencies. Pathway asphalt to be completed as part of a separate task.
ID2058-3A	INNOVATION PARK - SEWER	Service Improvement	Environmental & Engineering	315,000	242,145	72,855	Q4 2020	Ongoing engineering assignments. Awaiting for assumption procedures to begin.
Water Rate Supported Budget								
EW3526	ARVA PUMPNG STATION ANNUAL	Life Cycle Renewal	Environmental & Engineering	1,925,189	1,875,189	50,000	Q4 2019	Projects (component refurbishment; replacement) under review. Procurement of appropriate materials to commence in Q2 2019.
EW3540	ELGIN MIDDLESEX PUMPING	Life Cycle Renewal	Environmental & Engineering	1,800,000	1,800,123	(123)	Q4 2019	The work on this project has reached substantial completion and is currently in the warranty stage. Project can be closed once warranty is complete.
EW3572	COMMISSIONERS ROAD WATERMAIN	Life Cycle Renewal	Environmental & Engineering	1,050,000	1,055,000	(5,000)	Q3 2019	Work constructed in 2016, final deficiencies being resolved.
EW3765-14	BLK 2014 MAIN REPLACEMENT	Life Cycle Renewal	Environmental & Engineering	7,844,896	7,845,743	(847)	Q3 2019	The main replacement program is a long term program for the replacement of watermain and water services. Many replacement projects take multiple years to complete.
EW3765-15	BLK MAIN REPLACE ENGINEERING	Life Cycle Renewal	Environmental & Engineering	6,608,477	6,609,280	(803)	Q4 2020	The main replacement program is a long term program for the replacement of watermain and water services. Many replacement projects take multiple years to complete.
EW3787-15	BLK MAIN REPLACEMENT WITH MJR	Life Cycle Renewal	Environmental & Engineering	1,517,213	1,517,213	0	Q4 2020	The main replacement program is a long term program for the replacement of watermain and water services. Many replacement projects take multiple years to complete.
EW3614	SE PUMPING STATION-RESERVOIR	Growth	Environmental & Engineering	55,728,118	55,212,576	515,542	Q4 2020	Project substantially completed. Works still being undertaken for operational improvements.
EW3628	EXPANSION OF SOUTHEAST	Growth	Environmental & Engineering	2,700,000	2,376,436	323,564	Q2 2020	Construction delayed due to tender being reissued. Under construction for completion in 2019, warranty period will follow.
EW3619	WHITE OAK PUMPING STATION	Service Improvement	Environmental & Engineering	700,000	36,912	663,088	Q4 2019	Awaiting filing of Class EA prior to retaining a consultant to undertake demolition tender.
Total				372,087,289	323,363,357	48,723,932		

Appendix C – Completed Capital Projects (as of December 31, 2018)

Project	Classification	Approved Budget	Actual	Surplus / (Deficit)	Comments (For Variance Greater Than \$50,000)	Funding To Be Returned / (Required)					
						Rate Supported			Non-Rate		
						Capital Levy	Debt	Reserve Fund	Reserve Fund	Debt	Other
TAX SUPPORTED											
GG1555-14 City Hall Major Upgrades	Lifecycle	1,625,398.00	1,625,397.87	0.13				0.13			
GG1555-15 City Hall Major Upgrades	Lifecycle	416,060.00	416,059.62	0.38				0.38			
GG184117 Museum London Repairs	Lifecycle	350,000.00	350,000.00	-							
GG1640 Building Accessibility	Lifecycle	550,000.00	540,846.12	9,153.88		9,153.88					
GG1667 Simcoe School WWI Memorial Restoration	Lifecycle	42,000.00		42,000.00				42,000.00			
GG1671 LAVIII Public Art Monument	Lifecycle	100,000.00	55,585.41	44,414.59				44,414.59			
GG1683 Facilities Condition	Lifecycle	380,615.00	368,951.11	11,663.89		11,663.89					
GGMOD1805 F5 Load Balancer Upgrade	Lifecycle	146,113.00	146,112.70	0.30				0.30			
GGITSEC1701 Cyber Ark Upgrade	Lifecycle	17,197.00	17,197.46	(0.46)				(0.46)			
ME2013-01 2013 Vehicle & Equipment - TCA	Lifecycle	1,127,042.00	1,127,041.91	0.09				0.09			
ME2014-01 2014 Vehicle & Equipment - TCA	Lifecycle	5,423,899.00	5,423,899.39	(0.39)				(0.39)			
ME2015-01 2015 Vehicle & Equipment - TCA	Lifecycle	2,963,523.00	2,963,522.77	0.23				0.23			
ME201601 2016 Vehicle & Equipment - TCA	Lifecycle	4,783,774.00	4,783,774.72	(0.72)				(0.72)			
ME201602 2016 Vehicle & Equipment - Non-TCA	Lifecycle	83,745.00	83,744.69	0.31				0.31			
MU104418 Bus Purchase Replacement (Note (1))	Lifecycle	4,466,400.00	4,548,024.23	(81,624.23)	Project over budget due to unanticipated expenses; being funded through available Provincial Gas Tax.						(81,624.23)
PD123517 Street Tree Planting	Lifecycle	404,968.00	404,968.45	(0.45)		(0.45)					
PD2324-14 2014 Municipally Owned Heritage Buildings	Lifecycle	280,541.00	280,541.26	(0.26)		(0.26)					
PD2324-15 2015 Municipally Owned Heritage Buildings	Lifecycle	688,455.00	688,454.88	0.12		0.12					
PD232416 2016 Municipally Owned Heritage Buildings	Lifecycle	470,935.00	470,935.14	(0.14)		(0.14)					
PD2754-15 Woodland Management	Lifecycle	150,000.00	145,267.46	4,732.54		4,732.54					
PP1123-15 Replace Firefighter Equipment	Lifecycle	503,929.00	503,929.08	(0.08)				(0.08)			
PP4314-15 Replace Police Vehicles	Lifecycle	973,100.00	973,513.69	(413.69)				(413.69)			
RC2201-CGAC Canada Games Aquatic Centre Major Upgrades	Lifecycle	6,547,636.00	6,547,635.28	0.72				0.72			
TS1165-15 Warranted Sidewalks	Lifecycle	181,303.00	181,302.73	0.27		0.27					
TS3014-15 Road Rehab-Local & Rural	Lifecycle	5,631,539.00	5,631,539.30	(0.30)		(0.30)					
TS3037-15 Sidewalk Repairs & Replacement	Lifecycle	1,088,996.00	1,088,996.38	(0.38)		(0.38)					
TS3135 Exterior Lighting Sportsfields	Lifecycle	435,854.00	370,607.46	65,246.54	Project under budget due to favourable tender results.	65,246.54					
TS331017 Road Surface Treatment	Lifecycle	403,324.00	403,253.16	70.84		70.84					

Appendix C – Completed Capital Projects (as of December 31, 2018)

Project	Classification	Approved Budget	Actual	Surplus / (Deficit)	Comments (For Variance Greater Than \$50,000)	Funding To Be Returned / (Required)					
						Rate Supported			Non-Rate		
						Capital Levy	Debt	Reserve Fund	Reserve Fund	Debt	Other
TS405817 Traffic Calming Program	Lifecycle	70,633.00	70,633.49	(0.49)		(0.49)					
TS4067-14 2014 Traffic Signals - Mtce	Lifecycle	2,096,357.00	2,096,356.68	0.32		0.32					
TS618616 Centennial Hall Upgrades	Lifecycle	168,977.00	168,976.73	0.27		0.27					
TS618617 Centennial Hall Upgrades	Lifecycle	15,834.00	15,834.29	(0.29)		(0.29)					
TS126416 Rural Intersection	Growth	162,548.00	162,548.17	(0.17)					(0.17)		
GG1030 Core Area Servicing Studies & Intensification Nodes Servicing Studies	Growth	673,899.00	641,655.69	32,243.31					32,243.31		
PP1088 Relocate Fire Station #11	Growth	2,309,321.00	2,287,535.18	21,785.82			5,846.00	1,407.75	14,532.07		
PD223017 New Field House-Constitution Park (Canada 150)	Growth	300,000.00	293,539.33	6,460.67					32.26		6,428.41
RC2772 New Spray Pad-Constitution Park (Canada 150)	Growth	450,000.00	453,368.67	(3,368.67)							(3,368.67)
TS1032 Complete Streets Guideline	Growth	100,000.00	101,066.87	(1,066.87)		(533.44)			(533.43)		
TS1037 Transportation Network Model Update	Growth	150,000.00	149,905.81	94.19					94.19		
GGSERVLN1801 Service London-CRM Implementation Phase 4	Service Improvement	278,364.00	278,363.86	0.14			0.14				
GG1559 Demolish Lorne Ave School	Service Improvement	3,000,000.00	1,154,144.82	1,845,855.18	Project under budget due to favourable tender results along with full contingency not required.			1,845,855.18			
ID1140 River Road Industrial Park Servicing	Service Improvement	3,306,000.00	3,182,052.27	123,947.73	An allowance for additional servicing for this industrial park is no longer required.		123,947.73				
ID1141 River Rd Outlet Sewer Industrial Park	Service Improvement	2,563,303.00	2,418,825.21	144,477.79	An allowance for additional servicing for this industrial park is no longer required.		121,978.00	22,499.79			
ID1150OXF Oxford Business Park	Service Improvement	103,079.00	103,078.71	0.29				0.29			
ID1166 Oxford Street Business Park	Service Improvement	1,983,291.00	459,063.59	1,524,227.41	An allowance for additional servicing for this industrial park is no longer required.		57,936.41	1,466,291.00			
ID1168-3A Innovation Park-Dr. Oetker	Service Improvement	385,000.00	268,912.96	116,087.04	An allowance for additional servicing for this industrial park is no longer required.			116,087.04			
ID1368 Innovation Park - Claimable Works	Service Improvement	2,000,000.00	693,027.37	1,306,972.63	Certain works no longer eligible to claim from Urban Works Reserve Fund.			544,909.14			762,063.49
PD1073 Thames Valley Parkway Rehabilitation-South Branch PTIF	Service Improvement	1,000,000.00	1,000,000.22	(0.22)		(0.22)					
PD2083 By-law Enforcement & Property Standards Vehicle Purchase	Service Improvement	20,118.00	20,204.47	(86.47)		(86.47)					
PD2084 Building Approvals Vehicle Purchase	Service Improvement	67,203.00	63,921.62	3,281.38		3,281.38					
PD2138 Expansion of Kiwanis Park Pathway System (Canada 150)	Service Improvement	1,770,000.00	1,769,998.17	1.83		1.83					
PD2247 Improvement of Main Trail at Westminster Ponds	Service Improvement	297,000.00	172,512.84	124,487.16	Project under budget due to favourable tender results.	124,487.16					
PP204116 Demolition of 280 York Street & 340 Wellington	Service Improvement	500,000.00	418,892.94	81,107.06	Project under budget due to favourable tender results.			81,107.06			
TS4204 Downtown Parking Initiatives	Service Improvement	500,000.00	306,643.02	193,356.98	Project under budget due to favourable tender results.			193,356.98			
MU118018 Bus Expansion Existing	Service Improvement	1,200,200.00	1,200,200.00	-							-
TOTAL TAX SUPPORTED		65,707,473.00	60,092,365.25	5,615,107.75		218,016.60	309,708.28	4,357,515.64	46,368.23	-	683,499.00

Appendix C – Completed Capital Projects (as of December 31, 2018)

Project	Classification	Approved Budget	Actual	Surplus / (Deficit)	Comments (For Variance Greater Than \$50,000)	Funding To Be Returned / (Required)					
						Rate Supported			Non-Rate		
						Capital Levy	Debt	Reserve Fund	Reserve Fund	Debt	Other
WASTEWATER & TREATMENT											
ES2414-13 2013 Sewer Replacement Program	Lifecycle	9,152,694.00	9,152,694.38	(0.38)				(0.38)			
ES2414-15 2015 Sewer Replacement Program	Lifecycle	11,574,296.00	11,574,296.35	(0.35)				(0.35)			
ES2428-14 2014 Erosion Remediation in Open Watercourses Management & Reclamation	Lifecycle	512,289.00	512,288.72	0.28				0.28			
ES2428-15 2015 Erosion Remediation in Open Watercourses Management & Reclamation	Lifecycle	101,789.00	101,789.12	(0.12)				(0.12)			
ES2473 Gordon Trunk Sewer Rehabilitation	Lifecycle	8,166,863.00	8,002,573.27	164,289.73	Project under budget due to favourable tender results along with full contingency not required.			164,289.73			
ES2488 West London Dykes	Lifecycle	2,023,214.00	2,023,214.11	(0.11)				(0.11)			
ES252317 Sewer Construction, Extensions	Lifecycle	909,493.00	909,493.29	(0.29)				(0.29)			
ES5084-14 2014 Replace Equipment WWTP	Lifecycle	1,135,033.00	1,135,032.72	0.28				0.28			
ES515016 Pumping Station Improvements	Lifecycle	103,946.00	103,946.32	(0.32)				(0.32)			
ES3020-FH1 SWM Facility - Fox Hollow No. 1	Growth	4,785,200.00	4,627,757.10	157,442.90	Project under budget due to favourable tender results along with full contingency not required.			6,428.90	86,526.00	64,488.00	
ESSWMSD6A SWM Facility - Sunningdale 6A	Growth	1,800,000.00	-	1,800,000.00	SWM Facility will not be constructed. An alternative is being implemented within the subdivision servicing design in lieu of the SWM facility construction.				1,800,000.00		
ID2056 Skyway Industrial Park-Sewer Oversizing	Growth	957,514.00	811,727.81	145,786.19	Contingencies for additional servicing for the industrial park are no longer required.					145,786.19	
ID2156 Skyway Industrial Park-Sewer Local	Growth	1,036,000.00	965,796.40	70,203.60	Contingencies for additional servicing for the industrial park are no longer required.					70,203.60	
ES2075 CWWF Office Space - Wastewater	Service Improvement	108,334.00	108,332.75	1.25				1.25			
ES2108 Thames River Clear Water Revival	Service Improvement	150,000.00	153,410.87	(3,410.87)				(3,410.87)			
ES3059 Dayus Creek Trunk Storm Sewer Replacement	Service Improvement	400,000.00	-	400,000.00	Work was changed to re-line sewer rather than replace; done under a different project. Funding no longer required.			400,000.00			
ES5143 Hauled Liquid Waste Receiving	Service Improvement	1,001,327.00	809,356.75	191,970.25	Project under budget due to favourable tender results along with full contingency not required.			191,970.25			
TOTAL WASTEWATER & TREATMENT		43,917,992.00	40,991,709.96	2,926,282.04		-	-	759,278.25	1,886,526.00	280,477.79	-

Appendix C – Completed Capital Projects (as of December 31, 2018)

Project	Classification	Approved Budget	Actual	Surplus / (Deficit)	Comments (For Variance Greater Than \$50,000)	Funding To Be Returned / (Required)					
						Rate Supported			Non-Rate		
						Capital Levy	Debt	Reserve Fund	Reserve Fund	Debt	Other
WATER											
EW162717 Meter Replacement Program	Lifecycle	1,800,000.00	1,611,612.56	188,387.44	Funding not required because a separate metering initiative through London Hydro was completed in 2017.			188,387.44			
EW162718 Meter Replacement Program	Lifecycle	1,800,000.00	939,391.17	860,608.83	Significant cost savings were realized through the bulk purchase of meters rather than on an as-needed basis. Meter replacements were completed ahead of schedule and under budget by the contractor.			860,608.83			
EW3539 Springbank Reservoirs 1 & 3 Protective Membrane Condition - CWWF	Lifecycle	51,000.00	33,295.04	17,704.96				4,426.21			13,278.75
EW371716 Inspect Trunk Concrete Pressure Pipes	Lifecycle	260,819.00	260,818.85	0.15				0.15			
EW384218 Replace Lead and Copper Water Services	Lifecycle	2,000,000.00	159,413.94	1,840,586.06	Replacement work was undertaken internally using available resources rather than being procured through external contractors.			1,840,586.06			
EW3833-14 2014 Main Replacement Mtce	Lifecycle	876,816.00	876,815.84	0.16				0.16			
EW1505 CWWF Office Space -Water	Service Improvement	58,333.00	58,331.93	1.07				1.07			
EW1631 Corporate Asset Management Contribution	Service Improvement	400,000.00	15,812.42	384,187.58	Project set up originally to fund Corporate Asset Management system which later became a corporate project so funding no longer required.			384,187.58			
EW3772-15 Water Efficiency Program	Growth	350,000.00	331,865.41	18,134.59				16,637.59	1,497.00		
TOTAL WATER		7,596,968.00	4,287,357.16	3,309,610.84		-	-	3,294,835.09	1,497.00	-	13,278.75
GRAND TOTAL		117,222,433.00	105,371,432.37	11,851,000.63		218,016.60	309,708.28	8,411,628.98	1,934,391.23	280,477.79	696,777.75

Notes:

1) The total budget of \$4.5 million for the Bus Replacement program represents \$2.2 million funded by the City, \$1.5 million funding from Federal Gas Tax and \$0.8 million from Provincial Gas Tax.

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON APRIL 16, 2019
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	2018 OPERATING BUDGET YEAR-END MONITORING REPORT – PROPERTY TAX, WATER, WASTEWATER & TREATMENT BUDGETS

RECOMMENDATIONS

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to the 2018 Operating Budget Year-End Monitoring Report:

- a) The 2018 Operating Budget Year-End Monitoring Report for the Property Tax Supported Budget, Water, and Wastewater & Treatment Budgets **BE RECEIVED** for information. An overview of the net corporate positions are outlined below, noting that the year-end positions include the contributions to reserves listed in items b to d:
 - i) Property Tax Supported Budget surplus is \$6.0 million as identified by Civic Administration, Boards and Commissions.
 - ii) Water Rate Supported Budget position is balanced at year-end.
 - iii) Wastewater & Treatment Rate Supported Budget surplus is \$3.2 million.
- b) The following contributions to reserves, in accordance with the Council approved Surplus/Deficit Policy, **BE RECEIVED** for information:
 - i) \$3.0 million to the Operating Budget Contingency Reserve.
 - ii) \$3.0 million to the Water Budget Contingency Reserve.
 - iii) \$2.2 million to the Wastewater Budget Contingency Reserve.
- c) The request to fund the 2018 London & Middlesex Community Housing operational deficit of \$35,284, which has been included in the above noted surplus of \$6.0 million, **BE APPROVED** (see **Appendix E** for Letter of Request).
- d) Notwithstanding the Council approved Surplus/Deficit Policy, Civic Administration **BE AUTHORIZED** to contribute \$3.0 million of the \$6.0 million surplus from the Property Tax Supported Budget to the Industrial DC Incentive Program Tax-Supported Reserve Fund.
- e) Civic Administration's contribution of \$3,945,235 (\$3,381,174 – Property Tax Supported; \$226,196 – Water; and \$337,865 – Wastewater & Treatment) to the Efficiency, Effectiveness and Economy Reserves in 2018 **BE RECEIVED** for information.
- f) Civic Administration's allocation of the remaining surplus from the Property Tax Supported Budget, Water Rate Supported Budget, and Wastewater & Treatment Rate Supported Budget in accordance with the Council approved Surplus/Deficit Policy **BE RECEIVED** for information.

Note: The reported year-end surplus is subject to completion of the financial statement audit.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Corporate Services Committee, meeting on September 25, 2018, Agenda Item 2.4, 2018 Operating Budget Mid-Year Monitoring Report

[Corporate Services Committee - September 25, 2018](#)

Corporate Services Committee, meeting on September 25, 2018, Agenda Item 2.2, Reserves Rationalization Report

[Corporate Services Committee - September 25, 2018](#)

Strategic Priorities and Policy Committee, meeting on October 15, 2018, Agenda Item 2.1, Surplus/Deficit Policy Update

[Strategic Priorities and Policy Committee - October 15, 2018](#)

LINK TO 2015-2019 STRATEGIC PLAN

Council’s 2015-2019 Strategic Plan for the City of London identifies “Leading in Public Service” as one of four strategic areas of focus. The Operating Budget Monitoring Report supports this strategic area of focus by contributing towards the strategic priority “Proactive financial management”. The “Proactive financial management” strategic priority involves, among other things, making sure that the City’s finances are well planned and that they support intergenerational equity. On a semi-annual basis, through the Operating Budget Monitoring Report process, Civic Administration measures the results achieved against approved budgets, and recommends appropriate adjustments in line with City policies and practices. This exercise ensures the operating budget is continuously updated and reflective of the City’s strategic financial plan.

BACKGROUND

Budget monitoring is a key component for the governance and accountability process of the 2016-2019 Multi-Year Budget. As part of the move to a multi-year budget for the City, the budget monitoring process and reporting elements were evaluated to ensure that Council and the community are provided with the appropriate amount of information to understand actual and projected spending against the budget.

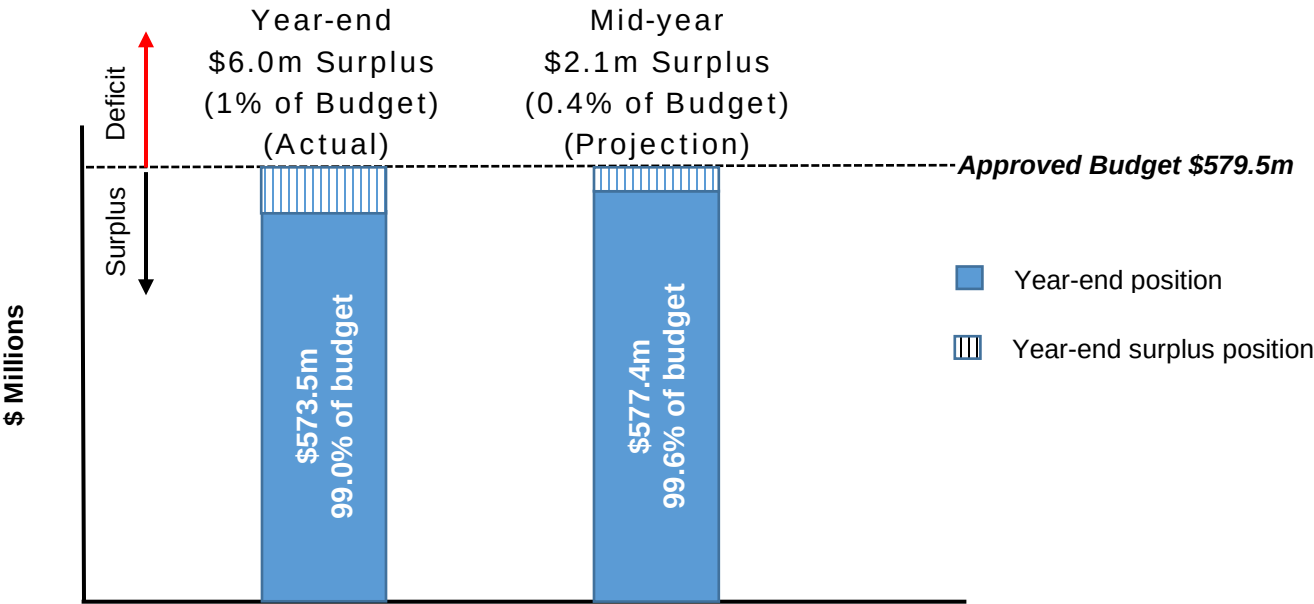
Based on this evaluation, each year Civic Administration submits two monitoring reports to Council, the Operating Budget Mid-Year Monitoring Report and Operating Budget Year-End Monitoring Report. In addition to these two reporting cycles, once per year the multi-year budget is updated through the Annual Budget Update (refer to **Appendix D** for the budget cycle). The monitoring reports and annual budget updates inform Council and the community of the City’s progress towards achieving the approved multi-year budget targets. Information included within the monitoring reports will include sections that address budget monitoring by service grouping, progress update on 2016-2019 strategic investments, and emerging issues.

2018 RESULTS

2018 PROPERTY TAX SUPPORTED OPERATING BUDGET MONITORING

The 2018 Property Tax Supported Net Budget was approved at \$579.5 million. The 2018 year-end surplus is \$6.0 million (refer to **Appendix A**). Figure 1 below provides a graphical view of the surplus position at year-end.

Figure 1 – Comparison of 2018 Budget and Actual



Outlined in Table 1 are some of the key items that are contributing to the year-end surplus of \$6.0 million. A year-end surplus of \$6.0 million represents approximately 1.0% of the 2018 Property Tax Supported Net Budget. For a breakdown of the surplus/deficit by service program refer to **Appendix B**.

Table 1 – Key Factors Impacting the Year-End Position

Contributing Factor	Year-End Surplus/ (Deficit)	Year-End % of Net Budget	Mid-Year Surplus/ (Deficit)	Mid-Year % of Net Budget
Higher than anticipated fee based revenue primarily from landfill tipping fees, by-law enforcement and property standards, parking fines and revenues, and higher than anticipated interest revenue.	\$4.9m	0.9%	\$3.6m	0.6%
Net personnel savings resulting primarily from vacancies stemming from both staff turnover and the gap between approval of new positions and filling new positions across all service areas partially offset by higher contracted services funded from staff vacancies.	\$3.6m	0.6%	\$4.5m	0.8%
Increased revenues from supplementary taxes, grants in lieu of taxes, and other tax revenues and program savings, partially offset by provisions for tax appeals.	\$3.5m	0.6%	\$0.2m	0.1%
Energy/utility savings and other operational savings partially offset by contribution to ITS Reserve Fund.	\$2.3m	0.4%	\$(0.7)m	(0.1%)
Higher than budgeted winter maintenance costs from January to April impacting operating supplies, purchased services and equipment costs.	\$(3.0)m	(0.5%)	\$(3.2)m	(0.5%)
Portion of budgeted drawdown from Operating Budget Contingency Reserve (OBCR) not required, and contribution made to Operating Budget Contingency Reserve.	\$(5.3)m	(0.9%)	\$(2.3)m	(0.4%)
Total Year-End Position	\$6.0m	1.0%	\$2.1m	0.4%

All figures are subject to rounding.

Surplus/Deficit Policy – Property Tax Supported Budget

The Council approved Surplus/Deficit Policy provides for the allocation of reported surplus for the Property Tax Supported Budget as follows:

- a) 50% to reduce authorized debt;
- b) 25% to the Community Investment Reserve Fund to be allocated at the discretion of Council; and
- c) 25% to the Capital Infrastructure Gap Reserve Fund to mitigate growth in the infrastructure gap.

If recommendation e) to fund the 2018 London & Middlesex Community Housing operational deficit of \$35,284, and recommendation f) relating to a \$3.0 million contribution to Industrial DC Incentive Program Tax-Supported Reserve Fund are approved, the remaining balance of surplus will be \$3.0 million, allocated as per the Council approved Surplus/Deficit Policy as follows:

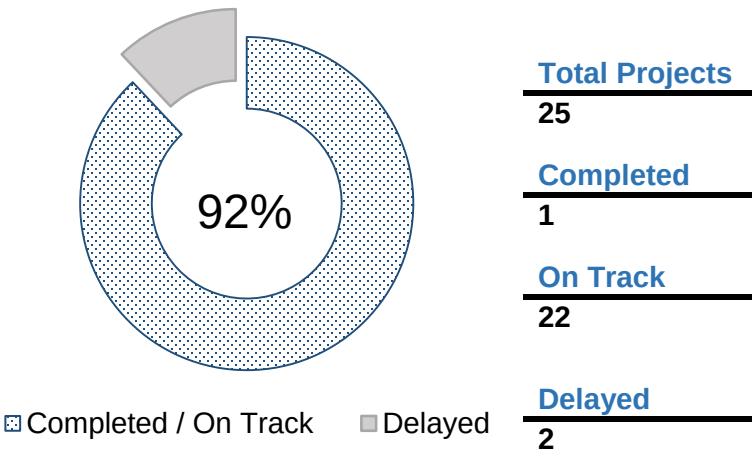
- a) \$1.5 million to reduce authorized debt;
- b) \$0.75 million to the Community Investment Reserve Fund, and;
- c) \$0.75 million to the Capital Infrastructure Gap Reserve Fund.

2016-2019 STRATEGIC INVESTMENT PROGRESS UPDATE

As part of the multi-year budget, 25 strategic investments linked to Council's 2015-2019 Strategic Plan were approved. These 25 strategic investments will result in investment of \$47.8 million in the City of London's programs and services for the 2016-2019 period. Figure 2 provides a status update and Table 2 provides a financial update for the approved strategic investments. For a more detailed update regarding each strategic investment refer to **Appendix C**.

Figure 2 – Current Status of Strategic Investments

% Completed Or On Track



Of the 25 strategic investments, all are on track to be completed on time, except for two projects that have been delayed as follows;

1. The Thames Valley Corridor Plan, Business Case #4, was delayed pending a Part II Order Environmental Assessment escalation request, which has since been resolved. Provincial funding through the Ontario Municipal Commuter Cycling Program was also approved in 2018, eliminating a potential funding gap. Detailed design and land negotiations are finalized. The project will be tendered and construction is expected to commence in 2019 with completion forecasted for 2020.
2. The London Homeless Prevention System Implementation Plan, Business Case #16, Item #2, has been delayed. The opening of the Housing First youth emergency shelter was originally planned for 2018, but is now anticipated to occur in the third quarter of 2019. The reason for this delay is due to the length of time it has taken to acquire land. There are no significant implications as youth will continue to be served at The Salvation Army Centre of Hope until the new shelter is open.

To review progress towards implementing all of the strategies outlined in Council's 2015-19 Strategic Plan for the City of London, please refer to the latest Semi-Annual Progress Report, released in November 2018 available on the City of London website: <https://www.london.ca/city-hall/Civic-Administration/City-Management/Pages/Strategic-Planning.aspx>.

Table 2 - Strategic Investments Financial Summary (\$000's)

Strategic Area of Focus	2016 - 2019 Total Budget	2016 - 2018 Budget	Life to date actuals as of Dec. 31, 2018	% Spent of 2016 - 2019 Total Budget	% Spent of 2016 - 2018 Budget
Building a Sustainable City	14,340	10,130	7,910	55%	78%
Leading in Public Service	7,297	5,383	3,808	52%	71%
Strengthening Our Community	8,529	6,315	5,412	63%	86%
Growing Our Economy	17,604	10,232	6,386	36%	62%
Total	47,770	32,060	23,516	49%	73%

EMERGING ISSUES – PROPERTY TAX SUPPORTED BUDGET

Several services have identified potential service delivery pressures that may impact future expenditures/revenues (Table 3). The table describes some of the more significant issues and the measures taken to mitigate or address these issues. The table does not include all of the potential service delivery pressures. Civic Administration is continuing to actively monitor all emerging issues, including items not listed below. The likelihood of the issue impacting the multi-year budget, high, medium or low, is also presented. The definitions of the likelihood measures are as follows:

- High – the likelihood of the issue occurring is predicted to be greater than 60%
- Medium – the likelihood of the issue occurring is predicted to be between 30% and 60%
- Low – the likelihood of the issue occurring is predicted to be less than 30%

Table 3 – Summary of Potential Future Budget Impacts

Category / Emerging Issue	Likelihood Of Emerging Issue Impacting 2019 Budget
LEGISLATIVE	
1. Multiple Services - New Provincial Government - A new government has been elected and has started to make program changes with an indication that more may come based on campaign promises and its review of the previous Provincial Government's spending. For example, the Province is currently reviewing existing funding initiatives for various police grant programs which could have significant budgetary impacts if funding is reduced or eliminated. The budget continues to include impacts from the previous government's policies and will be evaluated as new announcements are made from the current government regarding any changes. <i>What we are doing to mitigate/address the issue: Administration is continuing to monitor new announcements and developments from the Provincial Government and evaluating the impact to the budget as the information is received.</i>	High

Category / Emerging Issue	Likelihood Of Emerging Issue Impacting 2019 Budget
2. Multiple Services - Cannabis Legislation - The legalization of cannabis in Canada as of October 17, 2018 will require additional services from the City and associated entities, including police, fire, by-law and public health enforcement and administration/education from building division, human resources and public health. The City's first legal cannabis retail store opened on April 1, 2019, with another two retail stores proposed to open during the year as well. The City of London received two payments from the Ontario Cannabis Legalization Implementation Fund totalling approximately \$1.0 million in 2019. This funding was London's portion of the Provincial government's commitment to distribute \$40 million over two years to municipalities across Ontario to help with the implementation costs of recreational cannabis legalization. It is unknown what the exact budgetary impacts will be in 2019; however, Civic Administration is currently gathering cost estimates from the impacted service areas and will distribute funding accordingly. <i>What we are doing to mitigate/address the issue: Civic Administration has worked diligently to understand and anticipate the municipal implications of cannabis legalization, forming a staff working group which includes representatives from the London Police Service, Fire Services, By-Law Enforcement and the Middlesex London Health Unit. The majority of the incremental costs for By-law Enforcement will be covered by licensing fees. Civic Administration is looking to the federal and provincial governments to offset costs from the other areas. In December 2017, the federal government announced an agreement with Ontario and other provinces to share up to 75% of taxation revenues with provinces, with the implied understanding that each province would work with its cities and communities to cover the local costs of local enforcement. Although the change in provincial leadership created significant uncertainty, coordinated intergovernmental advocacy has resulted in positive indications from the new provincial government that the majority of these incremental municipal costs, notably training and resources for enforcement, as well as ongoing public health costs, will be covered by the province. Civic Administration continues to work with community partners and municipal associations to advocate for adequate support from the federal and provincial governments.</i>	High
MUNICIPAL COUNCIL DIRECTED	
3. Social & Community Support Services - Subsidized Transit - Council approved the implementation of free transit for children 5-12 commencing January 1, 2017, the income-related subsidized transit program for adults 18 and over for 2 years commencing January 1, 2018 and the reduced rate transit pass for youth ages 13 to 17 commencing September 1, 2018 for 22 months. The costs of these programs in excess of available budgets are to be funded through property tax supported operating budget surplus and, if necessary, contingency reserves. Participation rates among eligible Londoners will determine the exact financial impact for this initiative. <i>What we are doing to mitigate/address the issue: Permanent funding will be requested through the 2020-2023 Multi-Year Budget. In the meantime, Council approval was obtained through the 2017 Year-End Operating Budget Monitoring Report for a \$5 million contribution to the Operating Budget Contingency Reserve to fund the costs associated with these programs in excess of approved budgets for 2018 and 2019 (if necessary).</i>	High
COST DRIVER	
4. Multiple Services - The City is experiencing the growing impact of substance abuse and mental health concerns leading to a noted increase in the number of incidents of unpredictable behaviour, particularly in the core area of the City. This challenge has implications on a number of City services, including policing, By-Law Enforcement, Homeless Prevention, Roadside Operations and Parks & Recreation. <i>What we are doing to mitigate/address the issue: In September 2018, a number of service areas in the City of London and Partner organizations launched a 16 week pilot program to identify and implement a coordinated Core Area Informed Response to address these challenges. This pilot program was successful and will continue on a go-forward basis commencing April 1, 2019; the city-wide Coordinated Informed Response will have in place a coordinated cross-functional team to provide a caring and compassionate response to the unpredictable and disruptive behaviours of individuals that are sleeping rough and urban camping</i>	High

Category / Emerging Issue	Likelihood Of Emerging Issue Impacting 2019 Budget
<i>related to substance use and mental illness. The cost of the 2019 Coordinated Informed Response activities is estimated to be approximately \$1.25 million to be funded from the tax supported Efficiency, Effectiveness and Economy Reserve on a one-time basis. Civic Administration will be bringing forward a business case for consideration as part of the 2020-2023 Multi-Year Budget in order to secure permanent funding for this initiative beyond 2019.</i>	
5. Garbage Recycling & Composting - City staff has previously noted the Chinese “National Sword” program as an emerging issue with a high likelihood to impact the 2019 operating budget. The program is significantly limiting global access to the large Chinese recovered materials markets and placing significant downward pressure on global recovered material end markets for items recovered through Blue Box recycling programs across North America. For the majority of 2018 the material recovered and marketed from the Manning Drive Regional Material Recovery Facility (MRF) was still able to be sold for revenues close to budget. This was a result of the high quality of the materials produced (i.e. two stream) and the end market relationships of Miller Waste, the City's Blue Box collection and MRF operations service provider. However, in 2019 it is anticipated that the revenues will be below budget due to the current deterioration of recovered material end markets where the advantages are no longer sufficient to realize the revenues anticipated when the 2016-2019 Multi-Year Budget was set. <i>What we are doing to mitigate/address the issue:</i> Staff members have been working with our Blue Box collection and Material Recovery Facility (MRF) operations service provider Miller Waste Systems to ensure that recovered materials produced from the MRF are of a quality required to continue to be marketed during these market conditions. It should be noted that Miller Waste Systems has developed long term relationships with stable end markets which greatly assists with material marketability during changing market conditions. However as the downward pricing pressure is global in nature it is likely that revenues for recovered materials will be lower than anticipated/budgeted. In addition, staff are currently reviewing whether capital investment is warranted to preserve the recovered material revenue stream and offset future operating cost increases.	High
6. Garbage Recycling & Composting - 60% Waste Diversion Action Plan - The City is working towards a 60% Waste Diversion Action Plan, the major component being a Green Bin Program. Annual operating costs for the Plan will range from \$5.05 million to \$7.45 million, with the most likely cost estimated to be \$6.5 million. Ultimately, costs will depend on final program design and market competition. It is unclear at this time if or when a percentage of these costs may be able to be offset by other revenues. This will be part of multi-year budget discussions. The change in government in Ontario has created additional uncertainty regarding a number of potential revenue sources for waste diversion: • Potentially the Extended Producer Responsibility (EPR) program will be paid 100% by industry by 2025, reducing City's current waste diversion cost by \$1.5 to \$1.8 million. • Other EPR revenues for additional items could be from \$50,000 to \$150,000 per year but may not occur until 2021 or 2022. • A W12A Landfill levy could support diversion with revenue ranging from \$250,000 to \$500,000 per year. This requires a marketplace analysis to determine when it would be possible to raise tipping fee revenue. A potential waste disposal levy at the provincial level is still being considered which may limit/restrict what is done locally. <i>What we are doing to mitigate/address the issue:</i> Financing the 60% Waste Diversion Action Plan will be subject of an upcoming Civic Works Committee report and part of the 2020-2023 Multi-Year Budget deliberations. City staff continue to provide comment through associations on the need for the provincial government to move to extended producer responsibility as quickly as possible to reduce the financial impact of recycling on municipalities. Organics management (diversion) and its contribution to 60% waste diversion is a requirement of current provincial direction, upcoming regulation and a commitment as part of the environmental assessment for the W12A landfill expansion.	High

The emerging issues listed below appeared on the mid-year report and have since been resolved or mitigated.

Emerging Issues Included in Mid-Year Report	Resolution
1. Neighbourhood & Recreation Services - Community Development & Funding - London Children's Museum submitted a \$2 million one-time request for funding through the London Community Grants program for costs associated with a new Children's Museum.	<i>Funding approved in the 2019 Annual Budget Update (Budget Amendment #7)</i>
2. Land Ambulance – Funding request for additional Land Ambulance resources to address increased call volumes and risk mitigation requirements for Middlesex-London Paramedic Service.	<i>Funding approved in the 2019 Annual Budget Update (Budget Amendment #5)</i>
3. Roadways - Funding request for bicycle lane maintenance in both summer and winter to comply with Ontario regulation 239/02, Minimum Maintenance Standards for Municipal Highways.	<i>Funding approved in the 2019 Annual Budget Update (Budget Amendment #4)</i>

2018 WATER
RATE SUPPORTED OPERATING BUDGET MONITORING

The 2018 Water Rate Supported Budget is balanced at year-end (Table 4) after a \$3.0 million contribution to the Water Budget Contingency Reserve in accordance with the Council approved Surplus/Deficit Policy. The year-end position is \$2.7 million less than projected in the 2018 Operating Budget Mid-Year Monitoring Report.

The Water revenue surplus is \$2.9 million due to an increase in consumption volumes and infrastructure charge revenue driven by growth in number of users. Water consumption for 2018 was 2.2 million m³ higher than anticipated (budgeted consumption of 39.2 million m³ versus actual consumption of 41.4 million m³).

Operating expenditures ended the year in a \$2.9 million deficit position after a \$3.0 million contribution to the Water Budget Contingency Reserve. Savings in personnel costs as a result of vacancies throughout the year from positions not filled due to the delay in federal/provincial grant funding associated with infrastructure works and miscellaneous savings in various operational accounts were partially offset by higher than anticipated water consumption as noted above which resulted in higher purchase of water costs from our regional water supply boards.

Table 4 – Comparison of Budget and Year-End Position (\$000's)

Water Budget	2018 Revised Budget	Year-End Position	Year-End Surplus/ (Deficit)
Revenues	77,932	80,819	2,887
Expenditures	77,932	80,819	(2,887)
Net Balance Surplus/(Deficit)	-	-	-

Surplus/Deficit Policy – Water Rate Supported Budget

The Council approved Surplus/Deficit Policy provides for the allocation of reported surplus for the Water Rate Supported Budget as follows:

- a) 50% to reduce authorized debt, and;
- b) 50% to the Waterworks Reserve Fund to support capital asset renewal/replacement and mitigate growth in the infrastructure gap.

The Water Rate Supported Budget is balanced at year-end, therefore no surplus allocation is required.

2018 WASTEWATER & TREATMENT RATE SUPPORTED OPERATING BUDGET MONITORING

The 2018 year-end surplus for the Wastewater & Treatment Rate Supported Budget is \$3.2 million (Table 5) after a \$2.2 million contribution to the Wastewater Budget Contingency Reserve in accordance with the Council approved Surplus/Deficit Policy. The year-end surplus is \$1.5 million less than projected in the 2018 Operating Budget Mid-Year Monitoring Report.

The Wastewater & Treatment revenue surplus of \$2.6 million was driven by higher than anticipated fixed and variable charges, including increased infrastructure charges driven by growth in number of users. Higher than expected water consumption volumes lead to increased Wastewater & Treatment billings, therefore consumption based charges are higher than budgeted.

Operating expenditures ended the year with a \$600 thousand surplus position which includes a \$2.2 million contribution to the Wastewater Budget Contingency Reserve. Savings were realized in utility costs due to a combination of decreased energy usage as a result of the installation of more energy efficient equipment along with changes made to the price structure of energy costs. Savings in personnel costs also contributed to the surplus position as a result of vacancies throughout the year from positions not filled due to the delay in federal/provincial grant funding associated with infrastructure works as well as other operational savings.

Table 5 - Comparison of Budget and Year-End Position (\$000's)

Wastewater Budget	2018 Revised Budget	Year-End Position	Year-End Surplus/ (Deficit)
Revenues	95,416	97,993	2,577
Expenditures	95,416	94,807	609
Net Balance Surplus/(Deficit)	-	3,186	3,186

Surplus/Deficit Policy – Wastewater & Treatment Rate Supported Budget

The Council approved Surplus/Deficit Policy provides for the allocation of reported surplus for the Wastewater & Treatment Rate Supported Budget as follows:

- c) 50% to reduce authorized debt, and;
- d) 50% to the Sewage Works Reserve Fund to support capital asset renewal/replacement and mitigate growth in the infrastructure gap.

As per Policy, the \$3.2 million surplus allocation for the Wastewater & Treatment Rate Supported Budget is as follows:

- a) \$1.6 million to reduce authorized debt, and;
- b) \$1.6 million to the Sewage Works Reserve Fund.

EMERGING ISSUES – WATER AND WASTEWATER & TREATMENT RATE SUPPORTED BUDGETS

Water and Wastewater & Treatment have identified a potential service delivery pressure that may impact future expenditures/revenues (Table 6). The table describes this issue and the measures taken to mitigate or address this issue. The table does not include all of the potential service delivery pressures. Civic Administration is continuing to actively monitor all emerging issues, including items not listed below. The likelihood of the issue impacting the multi-year budget, high, medium or low, is also presented. The definitions of the likelihood measures are as follows:

- High – the likelihood of the issue occurring is predicted to be greater than 60%
- Medium – the likelihood of the issue occurring is predicted to be between 30% and 60%
- Low – the likelihood of the issue occurring is predicted to be less than 30%

Table 6 - Summary of Potential Future Budget Impacts

Category / Emerging Issue	Likelihood Of Emerging Issue Impacting 2019 Budget
COST DRIVER	
1. The first phase of several projects were completed with funding from federal/provincial programs. There is a risk that the subsequent phases of this previously announced funding will not materialize. This would leave the future phases of several major infrastructure projects incomplete and inoperative. Major examples include: the pumping station required for the Vauxhall/Pottersburg interconnection and the installation of the pre-purchased Organic Rankine Cycle at the Greenway Wastewater Treatment Plant. <i>What we are doing to mitigate/address the issue: City staff are monitoring the situation with other levels of government and lobbying on behalf of these funding programs while also looking for other grant programs to help offset future costs.</i>	High

OTHER YEAR-END MONITORING INFORMATION

INDUSTRIAL DC INCENTIVE PROGRAM TAX-SUPPORTED RESERVE FUND

The Industrial DC Incentive Program Tax-Supported Reserve Fund is used to provide a source of funding for development charge incentives. The Industrial DC Incentive Program provides financial incentives to stimulate new investment by existing and new industrial businesses within the Urban Growth Boundary in the form of development, redevelopment, rehabilitation and/or adaptive reuse of buildings for industrial use. Due to the recent surge in industrial development in London, Civic Administration is expecting significant one-time drawdowns from this reserve fund in 2019 that will exceed the forecasted drawdowns. Notwithstanding the Council approved Surplus/Deficit Policy, Civic Administration is recommending that \$3.0 million of the reported \$6.0 million surplus from the Property Tax Supported Budget be contributed to the Industrial DC Incentive Program Tax-Supported Reserve Fund in order to maintain an adequate balance within the Fund.

VACANCY MANAGEMENT

All positions that become vacant, with some exceptions, are subject to 90 days savings corporately. The savings from these positions are contributed to the Efficiency, Effectiveness and Economy Reserve to be used as a one-time funding source for initiatives recommended by the Senior Leadership Team. In 2018, the contribution to the Efficiency, Effectiveness and Economy reserves was \$3,945,235 (\$3,381,174 – Property Tax Supported; \$226,196 – Water; and \$337,865 – Wastewater & Treatment).

CONTINGENCY RESERVES

On September 25, 2018, Civic Administration brought forward a Reserves Rationalization Report to the Corporate Services Committee, which included the establishment of contingency reserve targets for each budget (Property Tax, Water, Wastewater & Treatment) and current target performance. The report included provisions for a long-term strategy (10 to 20 years) to reach the targets set out, phased in to allow for the gradual build-up of reserve balances within each budget, and that consideration be given in a year of surplus, to contribute an appropriate portion of year-end surplus as per the Council approved Surplus/Deficit Policy. As such, the following contributions have been included in the 2018 year-end position:

Contingency Reserve	Over/(Under) Target at Year-end before Contribution	Contribution
Operating Budget (Property Tax)	(\$44.5 million)	\$3.0 million
Water Budget **NEW**	(\$11.2 million)	\$3.0 million
Wastewater Budget	(\$10.6 million)	\$2.2 million

2018 OPERATING BUDGET YEAR-END MONITORING SUMMARY
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Civic Administration realized a \$6.0 million year-end surplus in the 2018 Property Tax Supported Budget. The major factors contributing to this position are surpluses in fee based and interest revenue, personnel savings, increased taxation revenue, and energy and operational savings.

The Water Rate Supported Budget balanced position is a result of revenue surplus from consumption based charges and infrastructure charge revenue offset by a contribution to the Water Budget Contingency Reserve. The Wastewater & Treatment Rate Supported Budget surplus of \$3.2 million is a result of infrastructure charges from growth in number of users, and other wastewater charges; there were also personnel savings in both of the rate supported budgets from positions not filled because of the delay in federal/provincial grant funding associated with infrastructure works.

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APPENDIX A – 2018 YEAR-END FINANCIAL SUMMARY

	\$ Thousands		
	NET BUDGET (1)	YEAR-END POSITIONS	YEAR-END SURPLUS/ (DEFICIT)
Culture Services:			
Centennial Hall	173	(13)	186
Arts, Culture & Heritage Advisory & Funding	2,334	2,332	2
Museum London	1,690	1,690	-
Eldon House	286	286	-
Heritage	289	243	46
Libraries	20,264	20,264	-
Total Culture Services	25,036	24,802	234
Economic Prosperity:			
Business Attraction & Retention	8,537	8,537	-
Community Improvement/BIA	237	234	3
London Convention Centre	637	637	-
Tourism London	2,027	2,027	-
Covent Garden Market	-	-	-
Total Economic Prosperity	11,438	11,435	3
Environmental Services:			
Kettle Creek Conservation Authority	516	506	10
Lower Thames Valley Conservation Authority	163	163	-
Upper Thames River Conservation Authority	3,467	3,467	-
Environmental Action Programs & Reporting	778	777	1
Garbage Recycling & Composting	17,581	16,392	1,189
Total Environmental Services	22,505	21,305	1,200
Parks, Recreation & Neighbourhood Services:			
Neighbourhood & Recreation Services	21,652	21,658	(6)
Parks & Urban Forestry	13,618	13,599	19
Total Parks, Recreation & Neighbourhood Services	35,270	35,257	13
Planning & Development Services:			
Building Approvals	(605)	(172)	(433)
Planning Services	3,622	3,392	230
Development Services	4,706	4,557	149
Total Planning & Development Services	7,723	7,777	(54)
Protective Services:			
Animal Services	1,778	1,787	(9)
By-Law Enforcement & Property Standards	1,411	897	514
Corporate Security & Emergency Management	2,500	2,508	(8)
Fire Services	59,625	58,892	733
Police Services	106,932	106,932	-
Total Protective Services	172,246	171,016	1,230
Social & Health Services:			
Housing Services	11,606	11,279	327
Housing Development Corporation	2,281	2,281	-
London & Middlesex Community Housing	9,944	10,012	(68)
Long Term Care	5,249	4,717	532
Land Ambulance	14,743	14,737	6
Middlesex London Health Unit	6,095	5,825	270
Social & Community Support Services	15,452	14,621	831
Total Social & Health Services	65,370	63,472	1,898
Transportation Services:			
Parking	(3,135)	(3,472)	337
Public Transit	31,782	31,248	534
Roadways	41,070	44,175	(3,105)
Rapid Transit	-	-	-
Total Transportation Services	69,717	71,951	(2,234)
Corporate, Operational & Council Services:			
Corporate Services	56,014	53,169	2,845
Corporate Planning & Administration	2,717	2,568	149
Council Services	3,485	3,383	102
Public Support Services	1,337	(328)	1,665
Total Corporate, Operational & Council Services	63,553	58,792	4,761
Financial Management:			
Corporate Financing	106,674	107,758	(1,084)
Total Financial Management	106,674	107,758	(1,084)
Total Property Tax Requirements	579,532	573,565	5,967

All figures are subject to rounding.

1) Includes housekeeping budget transfers. As authorized by the Council Approved Multi-Year Budget Policy, Civic Administration can approve transfers between accounts that are considered 'housekeeping' in nature. These adjustments primarily include items that are budgeted centrally, and during the year are distributed to various services.

APPENDIX B – 2018 YEAR-END EXPLANATION BY SERVICE PROGRAM

SERVICE PROGRAM	\$ Millions
CULTURE SERVICES	0.2
- Centennial Hall surplus of \$186k a result of higher than anticipated revenues and personnel and operational savings. - Arts, Culture and Heritage Advisory & Funding surplus of \$1k a result of net operational savings after a contribution to reserves for surplus in the Public Art and Creative City Programs consistent with policy. - Museum London balanced budget with no major factors to report. - Eldon House balanced budget with no major factors to report. - Heritage surplus of \$46k a result of lower than anticipated personnel costs. - London Public Library balanced budget after a contribution of \$128k to their Stabilization Reserve. The savings contributed to their reserve are the result of personnel and utilities cost savings partially offset by operational cost overruns.	
ECONOMIC PROSPERITY	0.0
- Business Attraction and Retention balanced budget after personnel savings offset by net operational deficits. - Community Improvement/Business Improvement Area surplus of \$3k with no major factors to report. - London Convention Centre balanced budget after a contribution of \$194k to their reserve fund. The savings contributed to their reserve fund are the result of higher than anticipated revenue. - Tourism London balanced budget after a contribution of \$211k to the Tourism Trust, in accordance with Board direction. The savings contributed to their trust are the result of personnel savings and co-op promotion revenue increases partially offset by operational cost overruns. - Covent Garden Market balanced budget after an \$8k contribution to their reserve as a result of an increase in user fee revenues and net operational savings.	
ENVIRONMENTAL SERVICES	1.2
- Kettle Creek Conservation Authority surplus of \$10k with no major factors to report. - Lower Thames Valley Conservation Authority balanced budget with no major factors to report. - Upper Thames River Conservation Authority balanced budget with no major factors to report. - Environmental Action Programs and Reporting surplus of \$1k a result of Green Municipal funding partially offset by operational cost overruns. - Garbage, Recycling & Composting surplus of \$1.2m a result of the following: \$2.5m surplus a result of higher than anticipated net revenue from tipping fees at W12A due to additional industrial, commercial and institutional waste volumes, surplus in processing fees and enviro depot revenue partially offset by a contribution to the Sanitary Landfill Site Reserve Fund and a deficit in waste diversion services. \$288k deficit in extended producer responsibility revenue and deficit in recycling revenue due to the Chinese “National Sword” program restricting access to previous large Chinese recovered materials markets. \$1.0m deficit due to net operational and personnel cost overruns.	
PARKS, RECREATION, & NEIGHBOURHOOD SERVICES	0.0
- Parks and Urban Forestry surplus of \$19k a result of higher than anticipated costs related to contracted services for Urban Forestry operations and higher expenditures due to spring 2018 flooding damage in Parks & Horticulture partially offset by personnel savings and miscellaneous revenues. - Neighbourhood & Recreation Services deficit of \$6k a result of increased costs in Sports Services and Storybook Gardens due to an increase in maintenance costs and increase in the minimum wage, higher than anticipated expenses in Special Events, a drop in arena registration levels and the inclement weather impacting Golf revenues; these deficits were partially offset by higher than anticipated revenues and operational	

SERVICE PROGRAM	\$ Millions
cost surpluses in Aquatics, Community Centres, Community Recreation & Leisure Programs, Recreation Administration and Community Development & Funding.	
PLANNING & DEVELOPMENT SERVICES	(0.1)
• Building Approvals deficit of \$433k a result of a reduction in building permit revenues, other user fee based revenues lower than anticipated, partially offset by personnel savings and other operational savings. • Planning Services surplus of \$230k a result of personnel savings partially offset by lower than budgeted planning application revenues, a deficit in purchased services and other net operational cost overruns. • Development Services surplus of \$149k a result of personnel savings, increased user fee based revenues including site plan fees and drawing review user fees partially offset by furniture and equipment replacement costs and other net operational cost overruns.	
PROTECTIVE SERVICES	1.2
• Animal Services deficit of \$9k mainly due to higher than anticipated costs related to unfunded parks patrol service, animal care attendant, veterinarian technician, the security system and other net operational cost overruns; these costs are partially offset by savings in animal control services and surplus in licenses and ID tags based on increased volume. • By-Law Enforcement & Property Standards surplus of \$514k a result of higher than anticipated net user fee based revenues including taxi-limousine licences and business licences, partially offset by personnel costs and net operational cost overruns. • Corporate Security & Emergency Management deficit of \$8k a result of higher than anticipated costs for guard services to support Core Area Informed Response Team partially offset by personnel savings. • Fire Services surplus of \$734k primarily a result of personnel savings, higher than anticipated out-of-town accident fees and other cost savings. • London Police Service (LPS) balanced budget after a \$1.7M contribution to their reserves. The savings to be contributed to their reserves are primarily the result of personnel savings and other operational savings.	
SOCIAL & HEALTH SERVICES	1.9
• Housing Services surplus of \$327k a result of personnel savings and higher than budgeted County revenue share resulting from changes in weighted assessment, partially offset by a net variance in housing provider subsidies and rent supplements and one-time costs to support the implementation of the new housing information system under development by the Housing Consortium Initiative. • Housing Development Corporation (HDC) balanced budget after contributing the year-end surplus of \$23k to the HDC reserve fund in accordance with Council approval to support housing initiatives and future work of the HDC. • London & Middlesex Community Housing (LMCH) deficit is \$68k a result of the following: - o \$33k deficit due to 2017 year-end variance between accruals and actuals settled in 2018. - o \$35k deficit from 2018 operations due to higher than anticipated personnel costs, increased administrative costs, and other net operational cost overruns, partially offset by increased rental revenue due to a focus on vacancy management and arrears/maintenance cost recovery and other net operational savings. • Long Term Care surplus of \$532k a result of savings in utilities, surplus in government funding within various programs, increased resident room fee revenue and sundry revenue and net operational savings, partially offset by furniture and equipment costs, higher than anticipated personnel costs, higher than anticipated recreation and entertainment costs and other net operational cost overruns. • Land Ambulance surplus of \$6k related to late 2017 billing adjustment. • Middlesex-London Health Unit surplus of \$270k a result of savings in net personnel costs, program supplies, travel expenses, and year-end variances between accruals and actuals settled in 2018, partially offset by the purchase of office equipment. • Social and Community Support Services surplus of \$831k a result of net personnel savings, higher provincial subsidy for Ontario Works (OW) for	

SERVICE PROGRAM	\$ Millions
corporate supports of the OW program, surplus in Housing Supplement Program, lower than anticipated operating costs due to the delay in building the new Youth Emergency Shelter and other net operational cost savings; these surpluses are partially offset by net expenditure increase in OW employment related expenses and employment contract services, Subsidized Transit program costs, and costs related to the Core Area Informed Response.	
TRANSPORTATION SERVICES	(2.2)
• Parking Services surplus of \$337k mainly a result of higher than anticipated revenue resulting from administration court fees, parking ticket fines, parking meters and bagging fees, parking lot fees and other parking revenues, winter maintenance cost savings and other net operational cost savings; these surpluses are partially offset by a contribution to the Parking Facilities Reserve Fund and other net operational cost overruns. • London Transit Commission surplus of \$534k due to the approval of annualized assessment growth funding received part-way through 2018. • Roadway Services deficit of \$3.1m a result of the following: - o \$2.8m deficit in Winter Maintenance a result of higher than anticipated winter maintenance costs largely from January to April including operating supplies, purchased services, equipment, other net operational cost overruns, partially offset by winter maintenance revenues for subdivisions that have not been assumed and bus stop clearing due to winter conditions. - o \$618k deficit in Roadway Maintenance due to personnel and other operational cost overruns partially offset by additional road surface maintenance revenue. - o \$219k surplus in Roadway Planning & Design due to personnel savings and higher than anticipated road permit revenue, partially offset by higher than anticipated net operational costs. - o \$79k surplus in Street Lighting & Traffic Signals due to lower than anticipated electricity costs, operational savings and higher recoveries for Red Light Camera infractions partially offset by transfer of streetlight maintenance surplus and red light camera program surplus to the respective reserve and reserve fund. • Rapid Transit budget was balanced within the operating budget. Expenditures initially incurred in the operating budget are recovered through recoveries from associated capital projects.	
CORPORATE, OPERATIONAL, & COUNCIL SERVICES	4.8
• Corporate Services surplus of \$2.8m a result of personnel savings, energy/utility savings and other operational costs savings, partially offset by a contribution to the Information Technology Services Reserve Fund to be used to support investment in corporate systems. Energy/Utility costs remain unpredictable. 2018 net savings is due primarily to electricity rebates through the Ontario Fair Hydro Plan and better than anticipated natural gas pricing on new purchase contracts. Both favourable conditions are expected to be short-lived as the City's exposure to the Global Adjustment (rebate) is uncertain as larger electricity users will take a larger portion of the Global Adjustment, and as increase in the demand for liquefied natural gas impacts the market rates as it becomes available for export. • Corporate Planning and Administration Services surplus of \$149k a result of personnel and operational cost savings. • Council Services surplus of \$102k a result of administrative cost savings partially offset by personnel costs overruns. • Public Support Services surplus of \$1.7m a result of higher than anticipated tax department fees, administration of justice and marriage revenues, personnel and operational cost savings.	
FINANCIAL MANAGEMENT	(1.1)
• Corporate Financing deficit of \$1.1m a result of: - o \$3.5m surplus due to increased revenues from supplementary taxes, grants in lieu of taxes, penalty and interest on taxes and other taxation program savings, partially offset by higher than anticipated appeals and reductions in property valuations in "big box" stores, industrial sites and multi-residential properties, resulting in a higher than anticipated provision for tax appeals.	

SERVICE PROGRAM	\$ Millions
- o \$2.3m deficit due to drawdown from the Operating Budget Contingency Reserve that was not required. - o \$3.0m contribution to Operating Budget Contingency Reserve. - o \$2.1m surplus due to increased investment and financing revenue, increased revenue from Western Fair, savings in insurance premiums and other operational savings. - o \$1.4m net deficit due to the contribution to the Unfunded Liability Reserve Fund partially offset by personnel and contingency savings in Financial Management.	
TOTAL YEAR-END POSITION	\$ 6.0

All figures are subject to rounding.

APPENDIX C – STRATEGIC INVESTMENT STATUS UPDATE

Business Case #	Strategic Area of Focus / Initiative	Initiative Lead	2016-2019 Investment (\$000's)	Life-to-Date Actuals as of December 31, 2018 (\$000's)	2016/ 2018 Budget (\$000's)
Building A Sustainable City					
1	Library's Ten Year Capital Plan	Susanna Hubbard Krimmer	1,900	1,900	1,500
	Contract with Ameresco was completed in December 2018. As a result, the following capital projects are now complete: • Jalna rooftop HVAC replacement, • Beacock boiler and HVAC replacement, • Central replacement of fire system and back flow prevention system, • Byron rooftop HVAC replacement, and • Masonville boiler replacement <i>Project Status: Completed</i> <i>Project Start Date: March 2016</i>				
2	Road Map 2.0 – Road to Increased Resource Recovery and Zero Waste	Kelly Scherr	400	75	200
	o The strategic investment funding has been added to the operating budget for 2018 & 2019. Some of the initiatives that are nearly complete or completed/implemented are as follows: 1) Effective January 2018 Council approved an additional green week collection for Christmas trees and other yard waste collection and opening the EnviroDepots an additional three days to provide access to drop off Christmas trees and other items accumulated during longer collection cycles over the holidays. \$60,000 of the Strategic Investment funding has been allocated to this initiative; 2) Blue Boxes are now being sold at the EnviroDepots; 3) Reduced container limits for garbage are now being enforced and garbage tags are being sold for bags above the limit set out for collection; 4) Community composting projects have been initiated at six multi-residential locations; 5) Staff members are actively engaged in several local and provincial working groups exploring the benefits of food waste awareness and participating in pilot projects developed with Western University and PhD students. The remaining \$140,000 is planned to be used to assist with and initiate the 60% Waste Diversion Action Plan. <i>Project Status: On Track</i> <i>Project Start Date: 2018 & 2019</i>				
3	Urban Forest Strategy	John Fleming	3,455	1,890	2,970
	o Operating Funding for Tree Maintenance: Forestry Operations has executed, as described in the business case, increased maintenance efforts to decrease pruning cycles from 10-13 years moving towards a 5-7 year cycle standard reflecting the "Maintain Better" pillar of the Urban Forest Strategy. o Capital Funding for Increased Planting and Monitoring to Achieve Tree Canopy Target: While Council approved accelerated funding for 2016 (\$1.8M), it was too late to tender for planting in the 2016 season. Forestry Operations awarded a multi-year planting contract, of which \$400,000 per year is required to be funded from this project. In 2017 & 2018 the entire amount of funding was spent yearly nearly doubling the number of trees planted per year. The remaining \$200,000/year is for the TreeME program. <i>Project Status: On Track</i> <i>Project Start Date: Spring 2016</i>				
4	Thames Valley Corridor Plan	John Fleming	1,200	151	1,200
	o Detailed design and land negotiations are finalized. Project will be tendered and construction is expected to commence in 2019 with completion forecasted for 2020. <i>Project Status: Delayed</i> <i>Project Start Date: Design in 2017</i>				
5	Road Safety Strategy	Kelly Scherr	500	278	375
	o Implementation of Road Safety Strategy Initiatives including pedestrian crossovers, road safety audits, rail crossing assessments and capital improvements is underway. New Grade Crossing Regulations have placed extra pressure on this account. Federal funding via the Public Transit Infrastructure Fund and Rail Safety Improvement Program has enabled leveraging and acceleration of scope. <i>Project Status: On Track</i> <i>Project Start Date: March 2016</i>				
6	Rapid Transit Implementation Strategy	Kelly Scherr/ Jennie Ramsay	-	-	-
	o The Bus Rapid Transit (BRT) Environment Assessment (EA) is in the Transit Project Assessment Process (TPAP) which is anticipated to be complete spring 2019. Once				

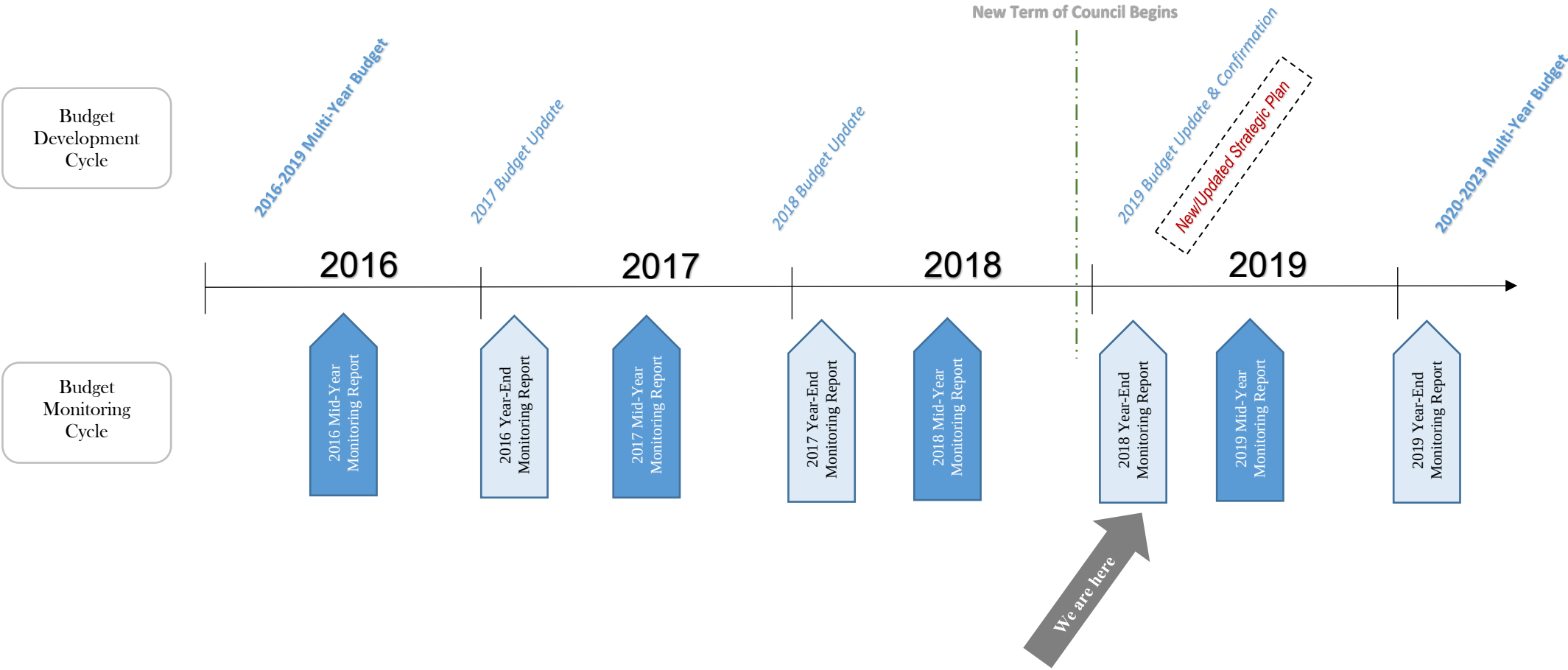
Business Case #	Strategic Area of Focus / Initiative	Initiative Lead	2016-2019 Investment (\$000's)	Life-to-Date Actuals as of December 31, 2018 (\$000's)	2016/ 2018 Budget (\$000's)
	the EA is complete, procurement can take place to move into the detail design stage followed by construction in 2020. - o In Feb/18, the Provincial Government announced \$170 M (in principle) of funding towards the "Shift Bus Rapid Transit" in London, pending provincial review of the project. - o In March/18 the Federal Government announced funding for the Public Transit Infrastructure Stream of the Investing in Canada Plan, which resulted in an allocation of \$204.9M towards London transit systems. - o On March 26/19 Council approved the Wellington Gateway, East London Link & Downtown Loop for submission to the Provincial & Federal Government under Public Transit Infrastructure Stream. The future direction of the North & the West corridors are pending Council direction. <i>Project Status: On Track</i> <i>Project Start Date: July 2014</i>				
7	State of Infrastructure Report	Anna Lisa Barbon	6,750	3,481	3,750
	- o Identified capital funds began in 2017 with a portion allocated toward Transportation. The most recent Asset Management Plan review indicates targeted infrastructure investments have resulted in progress in managing the Transportation infrastructure gap. - o Funds have been allocated to projects in Parks and Recreation, Fire and Corporate Services through 2019. Actuals represent projects that have started. <i>Project Status: On Track</i> <i>Project Start Date: 2017</i>				
Council Added Initiative	Green Bin	Kelly Scherr	135	135	135
	o A staff position (18 month contract) was filled in July 2016 through January 2018 and provided additional resources to examine programs (e.g., Green Bin, advanced processing and energy recovery systems) to reduce the organic content (e.g., food scraps) of garbage and assist with the Council directed development of the Resource Recovery Strategy. <i>Project Status: On Track</i> <i>Project Start Date: July 2016</i>				
Leading in Public Service					
8	Garbage Collection – On-board Weighing and Tracking Technologies	Kelly Scherr	150	-	75
	o The strategic investment funding is slated to be added to the capital and operating budget in 2019. Work with this budget is scheduled to begin in 2019. <i>Project Status: On Track</i> <i>Project Start Date: 2019</i>				
9	Technology – Amanda	George Kotsifas	1,000	747	750
	o Currently in the process of implementing a Mobile Application Solution that will allow inspectors to access and update AMANDA when not connected. Existing projects are progressing. <i>Project Status: On Track</i> <i>Project Start Date: April 2016</i>				
10	Establish Public Engagement as an Area of Focus	John Fleming	100	34	75
	o The tender for new signage has been completed and the successful sign contractor has been selected. The Purchase of Service Agreement was signed with the sign contractor on February 14, 2018 and the first reformatted sign was installed on April 11, 2018. Each new subsequent planning application thereafter implemented the reformatted sign drawing upon this source of funding. <i>Project Status: On Track</i> <i>Project Start Date: 2017</i>				
11	Service London Implementation Plan	Lynne Livingstone	3,947	2,365	3,083
	- o 2016 and 2017 operating spending was below budget due to project timing and reflects the pace of roll-out of capital projects; operating expenses have started to ramp up in 2018 as capital projects are operationalized and full staffing complement is achieved. - o The capital investment to date has focused on the following projects: - o CRM Phase 2 was completed at the end of May 2016 and was under budget due to the use of surplus funds from Phase 1, while CRM Phase 3 was completed at the end of 2017. - o The Self Service Portal was completed in April, 2017.				

Business Case #	Strategic Area of Focus / Initiative	Initiative Lead	2016-2019 Investment (\$000's)	Life-to-Date Actuals as of December 31, 2018 (\$000's)	2016/ 2018 Budget (\$000's)
	- o Capital expenditures related to the Business Hub renovations were completed at the end of Q4 2017. - o The next phase of the CRM implementation (Phase 4) was started in early 2018 and the project was completed in Q4 2018. - o The Service London Business Website is on track to be launched at the end of Q1 2019 and CRM phase 5 is planned for 2019 as well. <i>Project Status: On Track</i> <i>Project Start Date: March 2016</i>				
12	Computerized Maintenance Management System	Kelly Scherr/ Anna Lisa Barbon	2,100	662	1,400
	o Phase 1 is progressing on schedule and on budget. Staff positions have been filled to support the project and ongoing administration of CMMS for the City. The team is currently in the Project Build Phase of the project plan. <i>Project Status: On Track</i> <i>Project Start Date: July 2016</i>				
Strengthening Our Community					
13	London Strengthening Neighbourhoods Strategy (LSNS) 2015-2020	Lynne Livingstone	780	530	530
	o All of the 2016 funds (\$30k) and 2017 funds (\$250k) available for this project have been spent on neighbourhood projects and all 2018 funds (\$250k) have been committed, noting that some 2018 projects are currently in the process of being completed. <i>Project Status: On Track</i> <i>Project Start Date: June 2016</i>				
14	Ontario Works Service Plan – Low Income Supports Enhancement	Sandra Datars Bere	2,080	1,493	1,560
	- o Council approved 3 additional City staff as well as a contract amendment with Goodwill, the lead community partner for this initiative. All approved staff and contracts were put in place in 2016. - o Council received an information report on March 28, 2017 and on November 13, 2018 related to Bridges Out of Poverty and Circles Baseline Evaluation including success and impacts of this initiative. All approved funding will be spent. <i>Project Status: On Track</i> <i>Project Start Date: June 2016</i>				
15	Mental Health and Addictions Strategy	Sandra Datars Bere	200	88	200
	o In 2017 an RFP was issued for an external consultant to assist with the creation of the strategy. On December 5, 2017 a report was provided to Council on the Community Mental Health and Addiction Strategy - Moving Forward Together. Council also approved the remaining budgetary funds of \$112k to fund the implementation activities of the Community Mental Health and Addictions Strategy. All remaining funds are expected to be used by the end of 2019. <i>Project Status: On Track</i> <i>Project Start Date: June 2016</i>				
16	1. London Homeless Prevention and Housing Plan 2010-2024 2. London Homeless Prevention System Implementation Plan	Lynne Livingstone	3,800	2,244	2,800
	- o A total of \$176,640 of the \$200,000 approved budget for Housing Supplements was utilized in 2016 as the program was rolled out. The full budget of \$400,000 was spent in 2017. \$189,650 of the \$500,000 budget was spent in 2018 with the full 2019 budget allocation expected to be spent in 2019. - o The new timeline for opening the Housing First youth emergency shelter is Q3 2019. The reason for this is due to the length of time it has taken to acquire land. As a result, only \$277,500 of the \$500,000 budget was spent in 2018 on start-up related costs. There are no implications as youth will continue to be served at The Salvation Army Centre of Hope in the meantime. <i>Project Status: Delayed</i> <i>Project Start Date: April 2016</i>				
17	Winter Maintenance Strategy	Scott Stafford	574	376	430
	o This new program to provide winter maintenance on approximately 50% of paths in parks and the Thames Valley Parkway has been successful to date. While the first half				

Business Case #	Strategic Area of Focus / Initiative	Initiative Lead	2016-2019 Investment (\$000's)	Life-to-Date Actuals as of December 31, 2018 (\$000's)	2016/ 2018 Budget (\$000's)
	of 2018 experienced a heavier snowfall than a typical winter season, it is anticipated the budget will be sufficient to meet the expected service levels during a "normal" winter. <i>Project Status: On Track</i> <i>Project Start Date: 2016</i>				
Council Added Initiative	Enhance By-law Enforcement	George Kotsifas/Orest Katolyk	1,095	682	795
	- o The Informed Response Project, involving proactive partnership enforcement, is anticipated to start in April 2019. - o Administrative monetary penalties (AMPs) will be implemented in 2019 for parking and licensing. <i>Project Status: On Track</i> <i>Project Start Date: June 2016</i>				
Growing Our Economy					
18	London Community Foundation's "Back to the River Project"	John Fleming	700	700	700
	o The One River Master Plan will be complete in early 2019. The scope of the Master Plan was amended to include the full Schedule B Environmental Assessment requirements for the Back to the River inaugural project at the Forks of the Thames. <i>Project Status: On Track</i> <i>Project Start Date: 2018/2019</i>				
20	London's Downtown Plan – Small Scale Projects	John Fleming	100	-	-
	o The first small scale project under this initiative is not budgeted to begin until 2019. <i>Project Status: On Track</i> <i>Project Start Date: 2019</i>				
21	Regenerating Public Housing Plan	Sandra Datars Bere	750	72	250
	o Approved funding started in 2018 to develop a detailed strategic plan for regeneration/re-development of LMHC properties, inclusive of funding, partnership, tenant impact and engagement strategies. Resources have been identified and work has been initiated on this project. This project is a partnership between the City, HDC, and LMHC. This funding will also be used to support the implementation of the Regeneration Strategy. <i>Project Status: On Track</i> <i>Project Start Date: 2018</i>				
22	Dundas Place	Kelly Scherr/ John Fleming	15,614	5,445	8,982
	- o Dundas Place coordinated contract has been awarded and Year 1 of 2 construction is complete. - o Federal funding via the Public Transit Infrastructure Fund has enabled leveraging and acceleration of scope; noting that the above investment does not include the impact of federal funding. <i>Project Status: On Track</i> <i>Project Start Date: February 2015</i>				
23	City of London Internship Program	Bill Coxhead	360	149	240
	o Currently there are two foreign trained professionals employed for 12 month terms under the expanded internship program. The longer term placements provide candidates an opportunity to obtain accreditation in their chosen profession. <i>Project Status: On Track</i> <i>Project Start Date: 2017</i>				
Council Added Initiative	Brownfield Incentives	John Fleming	80	20	60
	o Funding is used on as needed basis as applicants come forward. Two applications were approved and paid in 2017. Two more remain in process and will require up to \$20,000. <i>Project Status: On Track</i> <i>Project Start Date: 2016</i>				

APPENDIX D – MULTI-YEAR BUDGET CYCLE

The timeline below illustrates when Council will receive the various reports that form the 2016-2019 Multi-Year Budget governance and accountability process.



APPENDIX E – London & Middlesex Community Housing Funding Request



March 19, 2019

Martin Hayward, City Manager
City of London, City Manager's Office
300 Dufferin Avenue
PO Box 5035
London, ON N5A 4L9

Re: London & Middlesex Community Housing Funding Request

Dear Mr. Hayward,

As reported to the London & Middlesex Community Housing (LMCH) Board of Directors at the monthly Board meeting held on March 28, 2019, it is confirmed that LMCH has an unaudited operating deficit of \$35,284.

LMCH is requesting payment of \$35,284 to balance the Corporations 2018 budget.

Fiscal 2018 saw unexpected one-time HR related costs which were partially mitigated by higher revenue due to a focus on vacancy management and arrears/maintenance cost recovery.

I would like to thank you for your consideration in this matter,

Sincerely,

Josh Browne
Chief Executive Officer
London & Middlesex Community Housing

Sean Quigley
Chair, Board of Directors
London & Middlesex Community Housing

1299 Oxford St. E., Unit 5C5 | London, ON N5Y 4W5 | 519-434-2765 | info@lmch.ca

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON TUESDAY, APRIL 16, 2019
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	2018 COMPLIANCE REPORT IN ACCORDANCE WITH THE PROCUREMENT OF GOODS AND SERVICES POLICY

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer:

- a) As per the Procurement of Goods and Services Policy, Section 8.11 (c), an annual report of total payments where a supplier has invoiced the City a cumulative total value of \$100,000 or more in a calendar year, **BE RECEIVED** for information (Appendix “A”);
- b) The administrative contract awards for Professional Consulting Services with an aggregate total greater than \$100,000, as per Section 15.1 (g) of the Procurement of Goods and Services Policy, decentralized from Purchasing and Supply that have been reported to the Manager of Purchasing and Supply and have been reviewed for compliance to the Procurement of Goods and Services Policy, **BE RECEIVED** for information (Appendix “B”);
- c) The list of administrative contract awards for Tenders with a value up to \$3,000,000 that do not have an irregular result, as per Section 13.2 (c) of the Procurement of Goods and Services Policy, **BE RECEIVED** for information (Appendix “C”);
- d) The City Treasurer, or delegate, **BE DELEGATED** authority to at any time refer questions concerning compliance with the Procurement of Goods and Services Policy to the City’s internal auditor. The City Treasurer, or delegate, is hereby further authorized to ratify and confirm completed awards or purchases between \$15,000 and \$50,000 where the City Treasurer or delegate is of the opinion that the awards or purchases were in the best interests of the Corporation.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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Corporate Services Committee, June 19, 2018, Consent Item #2.8, Procurement of Goods and Services Policy Revisions

Corporate Services Committee, May 29, 2018, Consent Item # 2.1, Restricted Acts of Council after Nomination Day and Voting Day

Corporate Services Committee, April 17, 2018 Consent Item #2.3, Compliance Report in Accordance with the Procurement of Goods and Services Policy

BACKGROUND

The Procurement of Goods and Services Policy outlines the processes to be followed in order to obtain the best value when purchasing goods, or contracting services for the Corporation of the City of London. In accordance with the Policy, Managing Directors are required to submit an informational report no later than March 1st to the Manager of Purchasing and Supply containing the details of the informal quotation contract awards made under Section 8.5 (c) (i) and administrative contract awards made in their area to any Professional Consulting Service firms made under Section 8.5 (c) (ii) with an aggregate total greater than \$100,000 in their respective Service Areas.

For informational purposes, an annual report of total payments as per Section 8.11 (c) is also provided from the Financial Services area to document where a supplier has invoiced the City a cumulative total value of \$100,000 or more in a calendar year. This report includes in the attached Schedule “A”, total amounts paid by the City during 2018 for expenses to a supplier in excess of the cumulative total value of \$100,000. The total payments by supplier in Schedule “A” are listed in alphabetical order. This reporting requirement pre-dates the much more thorough annual compliance reporting that has been provided to Council since 2010.

The decentralized, administratively awarded Professional Consulting Service contracts that are aggregately greater than \$100,000 as per Section 15.1 (g) appear in Appendix “B”. These awards were made in compliance with the Procurement of Goods and Services Policy.

Administratively Awarded Tenders with a value up to \$3,000,000 as per Section 13.2 (c) that do not have an irregular result are shown in Appendix “C”. When irregular results arise during the procurement process, those procurements follow section 8.10 of the Procurement of Goods and Services Policy.

The Procurement of Goods and Services Policy (current revision dated June 26, 2018) identifies spending thresholds and associated Procurement processes as per Schedule “A”, which is shown in Appendix “D”.

It should be noted that in 2018 during the Municipal Election period, the City Manager was delegated authority by Council to act on their behalf for that time period. There was one procurement awarded that required the City Manager to exercise that authority during this period. It was RFP18-22 for Request for Proposal - Design, Construction and Operation of an Indigenous-Led Licensed Child Care and Family Centre, as per agenda item 2.9 of the Community and Protective Services Committee on November 13, 2018.

Purchases Between \$15,000 and \$50,000 Methodology

The data for 2018 purchases between \$15,000 and \$50,000 was directly extracted from the accounting system General Ledger report for items that did not have Purchase Orders. This is the same process (the value previously was \$10,000 to \$50,000) that was used for the 2017, 2016, 2015, 2014 and 2013 reporting. This has been reviewed by the Manager of Purchasing and Supply for comparability to the Procurement of Goods and Services Policy. There were some minor items identified as a result of our review; all of these issues have been reviewed by the client Service Areas for root cause analysis, and corrective actions are being implemented by the Managing Directors. The amount of issues continue to be significantly reduced and are lower than those issues experienced in 2017 and are the lowest to date of this reporting.

Specifics of the issues have been communicated in each area and additional training has been provided, which will prevent future re-occurrences. The City Treasurer or delegate will be able to identify and authorize any purchases that meet this criteria and can act on any items that may require internal audit attention.

Procurement Controls

The Procurement Process is controlled at every step beginning with monetary spending limits, authorized documentation to commence procurement and clear processes for soliciting bids at various authorization limits. Awards are clearly documented both administratively and by City Council. The process is documented and subject to audit, noting that in 2018 a procurement process assessment was undertaken by Deloitte with findings identified to Audit Committee. Furthermore, in 2018, the City implemented eProcurement which further “error-proofs” the bidding process and provides a digital audit trail that also further improves efficiency and effectiveness of resources while standardizing our processes. This annual report provides an in-depth review of various types of procurement and spending levels. It is a continuous improvement tool designed to demonstrate the City’s Mission for transparency, fairness and competitiveness in public procurement.

Scope of Responsibility

This review is limited to the City of London only and does not include Boards and Commissions procurement.

Acknowledgements

This report was prepared by John Freeman with the assistance of Melissa McErlain and the Financial Business Support Team: Manish Anjani, Janice Brown, Gail Devito, Douglas Drummond, Debbie Gibson, Laurie Green, Lisa Karlovcec, Lisa MacInnis, Janice Verhaeghe, Annette Ripepi, and Steve Whitmore.

SUBMITTED BY:	CONCURRED BY:
JOHN FREEMAN, CSCMP, LSSGB MANAGER, PURCHASING & SUPPLY	IAN COLLINS, CPA, CMA DIRECTOR, FINANCIAL SERVICES
RECOMMENDED BY:	
ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

- Attachments:
- Appendix “A” – List of Suppliers > \$100K Annual Spend, Section 8.11 (c)
 - Appendix “B” – List of Appointment of Professional Consulting Services, Section 15.1(g)
 - Appendix “C” – List of Administratively Awarded Tenders < \$3M Section 13.2
 - Appendix “D” – Schedule “A”, Procurement of Goods and Services Policy

APPENDIX "A"
2018 Payments Sorted by Supplier as per Section 8.11 (c)

Payee Name	Total 2018 Payment	Attributed to Water Boards	2017 Amount	Increase/ (Decrease)
1724830 ONTARIO INC. O/A FLANDSCAPE	\$ 345,833.11			\$ 345,833.11
1781991 ONTARIO INC.	\$ 105,835.77			\$ 105,835.77
1865522 ONTARIO INC. O/A BYRON WOODS	\$ 357,085.34			\$ 357,085.34
2047790 ONTARIO INC.	\$ 279,171.84		\$ 109,267.53	\$ 169,904.31
2190876 ONTARIO INC. (SAGECOMM)	\$ 129,772.84			\$ 129,772.84
2219008 ONTARIO LIMITED	\$ 1,734,665.63			\$ 1,734,665.63
2376378 ONTARIO CORP.	\$ 6,752,584.05		\$ 4,578,750.45	\$ 2,173,833.60
2380560 ONTARIO INC.	\$ 116,758.83			\$ 116,758.83
291 CONSTRUCTION LIMITED	\$ 1,886,939.57		\$ 359,707.73	\$ 1,527,231.84
390 BURWELL ST./HOMES UNLIMITED(LONDON)	\$ 127,739.00		\$ 122,013.00	\$ 5,726.00
4M SERVICES	\$ 237,955.98		\$ 122,896.54	\$ 115,059.44
50 PLUS HOUSING CO-OPERATIVE	\$ 268,698.86		\$ 321,093.55	\$ (52,394.69)
700 KING EAST HOLDINGS LIMITED	\$ 823,475.98			\$ 823,475.98
700 KING WEST HOLDINGS	\$ 848,490.16			\$ 848,490.16
700531 ONTARIO LTD.	\$ 2,126,026.67		\$ 153,651.44	\$ 1,972,375.23
785 WONDERLAND ROAD INC.	\$ 538,626.26			\$ 538,626.26
a+LINK ARCHITECTURE INC.	\$ 131,534.59		\$ 184,618.60	\$ (53,084.01)
AAROC AGGREGATES	\$ 338,158.62		\$ 356,492.43	\$ (18,333.81)
ACCERTACLAIM SERVICORP INC.	\$ 737,658.50		\$ 771,432.13	\$ (33,773.63)
ACCURATUS DESIGN & BUILD INC.	\$ 2,330,477.14			\$ 2,330,477.14
ACE OF SPADES	\$ 185,665.20	\$ 1,501.77	\$ 135,573.55	\$ 50,091.65
ACHIEVA HEALTH	\$ 260,414.23		\$ 249,461.48	\$ 10,952.75
ACORN CHRISTIAN DAY CARE	\$ 368,523.18		\$ 269,630.85	\$ 98,892.33
ACROSS LANGUAGES	\$ 147,651.81		\$ 154,667.32	\$ (7,015.51)
ACUSHNET CANADA INC.	\$ 168,972.16		\$ 127,036.26	\$ 41,935.90
ADDICTION SERVICES OF THAMES VALLEY	\$ 696,320.58		\$ 1,765,374.99	\$ (1,069,054.41)
ADELAIDE NORTH DEVELOPMENTS INC.	\$ 154,419.48		\$ 154,419.48	\$ -
AECOM CANADA LTD.	\$ 5,642,651.75	\$ 307,926.24	\$ 6,511,078.13	\$ (868,426.38)
AGILENT TECHNOLOGIES CANADA INC.	\$ 134,059.19			\$ 134,059.19
AKRAN MARKETING	\$ 101,916.56			\$ 101,916.56
ALICE SADDY ASSOCIATION	\$ 259,715.18		\$ 242,872.09	\$ 16,843.09
ALL SEASON EXCAVATING	\$ 1,319,475.07			\$ 1,319,475.07
ALL TERRAIN PROPERTY MAINTENANCE INC.	\$ 248,095.62		\$ 133,114.05	\$ 114,981.57
ALLISTON EQUIPMENT LTD.	\$ 677,984.35			\$ 677,984.35
ALTEC INDUSTRIES LTD.	\$ 632,295.59			\$ 632,295.59
AMERESCO CANADA INC.	\$ 2,204,789.78		\$ 3,106,177.23	\$ (901,387.45)
AMICO INFRASTRUCTURES (OXFORD) INC.	\$ 10,445,956.22		\$ 128,618.86	\$ 10,317,337.36
AMPRO ELECTRIC	\$ 111,418.70			\$ 111,418.70
ANOVA	\$ 409,746.00		\$ 420,428.30	\$ (10,682.30)
APGN INC.	\$ 1,104,803.01		\$ 1,913,666.30	\$ (808,863.29)
APPLIED ENERGY SYSTEMS INC.	\$ 1,382,400.19			\$ 1,382,400.19
AQUAREHAB SERVICES (CANADA) INC.	\$ 6,414,781.33		\$ 3,046,944.91	\$ 3,367,836.42
AQUICON CONSTRUCTION CO. LTD.	\$ 22,055,455.30		\$ 22,059,029.47	\$ (3,574.17)
ARBOUR GLEN DAY NURSERY	\$ 544,962.86		\$ 384,542.98	\$ 160,419.88
ARCHIBALD GRAY & MCKAY ENGINEERING LTD.	\$ 1,678,471.73		\$ 2,264,695.56	\$ (586,223.83)
ARCHITECTS TILLMANN RUTH ROBINSON INC.	\$ 215,985.25			\$ 215,985.25
ARGYLE MANOR CORPORATION	\$ 209,461.00		\$ 186,808.00	\$ 22,653.00
ARJO CANADA INC.	\$ 253,304.22		\$ 104,850.08	\$ 148,454.14
ARLO PROPERTIES INC.	\$ 133,950.00			\$ 133,950.00
ARMSTRONG PAVING AND MATERIALS GROUP	\$ 1,407,366.58		\$ 495,079.36	\$ 912,287.22
ART BLAKE REFRIGERATION LIMITED	\$ 182,716.59		\$ 159,627.34	\$ 23,089.25
ARTISAN CO-OPERATIVE HOMES INC.	\$ 316,177.00		\$ 313,436.00	\$ 2,741.00
ARVOS SCHMIDTSCHHE SHACK LLC	\$ 906,270.92		\$ 113,511.20	\$ 792,759.72
ASSETIC CANADA HOLDINGS INC.	\$ 147,736.20		\$ 105,044.80	\$ 42,691.40
AT^LOHSA NATIVE FAMILY HEALING SERV.	\$ 188,400.74		\$ 157,640.50	\$ 30,760.24
AVEIRO CONSTRUCTORS	\$ 295,192.67		\$ 2,046,861.07	\$ (1,751,668.40)
AVENT TECHNICAL GROUP LTD.	\$ 106,736.27	\$ 2,282.60	\$ 141,690.32	\$ (34,954.05)
AZUL TRUCKING INCORPORATED	\$ 278,515.99		\$ 176,727.29	\$ 101,788.70
B & A DAVIES PAVING & CONSTRUCTION INC.	\$ 1,101,053.47		\$ 530,808.59	\$ 570,244.88
BADGER DAYLIGHTING LP	\$ 101,264.18			\$ 101,264.18
BANK OF MONTREAL	\$ 263,851.12			\$ 263,851.12
BANK OF NOVA SCOTIA	\$ 185,904.30			\$ 185,904.30
BANMAN DEVELOPMENTS INC.	\$ 1,390,379.85		\$ 271,539.00	\$ 1,118,840.85
BASLINE CONSTRUCTORS INC.	\$ 186,513.93		\$ 171,576.76	\$ 14,937.17
BASF CANADA	\$ 760,756.01		\$ 511,268.35	\$ 249,487.66
BAYMAR SUPPLY LTD.	\$ 107,350.00			\$ 107,350.00
BEARSS GROUND MAINTENANCE	\$ 168,194.87		\$ 103,434.56	\$ 64,760.31
BELL CANADA	\$ 1,795,204.57		\$ 1,705,045.71	\$ 90,158.86
BENNETT FLEET LEASING LIMITED	\$ 520,952.83		\$ 501,168.86	\$ 19,783.97
BENSON AUTO PARTS	\$ 104,671.36			\$ 104,671.36
BERNARDO GROUP LIMITED	\$ 107,404.34			\$ 107,404.34
BEST PLUMBING & DRAINAGE CONTRACTORS	\$ 112,444.08			\$ 112,444.08

APPENDIX "A"
2018 Payments Sorted by Supplier as per Section 8.11 (c)

Payee Name	Total 2018 Payment	Attributed to Water Boards	2017 Amount	Increase/ (Decrease)
BESTERD MECHANICAL	\$ 143,619.99		\$ 122,931.26	\$ 20,688.73
BETHANY CHRISTIAN RESIDENCES	\$ 231,448.00		\$ 231,716.00	\$ (268.00)
BGL CONTRACTORS CORP.	\$ 177,678.37		\$ 346,146.10	\$ (168,467.73)
BIRNAM EXCAVATING LTD	\$ 888,158.17		\$ 1,824,253.96	\$ (936,095.79)
BLOSSOMS ECE CENTRE INC.	\$ 2,151,522.63		\$ 1,712,088.67	\$ 439,433.96
BLUE-CON CONSTRUCTION	\$ 6,286,591.86		\$ 8,142,632.14	\$ (1,856,040.28)
BLUESTONE PROPERTIES INC.	\$ 292,483.32		\$ 259,188.90	\$ 33,294.42
BOB WILLIAMS TIRE & AUTO CENTRE LTD.	\$ 101,964.60			\$ 101,964.60
BONAVENTURE PLACE HOUSING	\$ 350,518.00		\$ 387,810.00	\$ (37,292.00)
BOYS & GIRLS CLUB OF LONDON	\$ 960,087.17		\$ 722,425.46	\$ 237,661.71
BP CANADA ENERGY GROUP ULC	\$ 718,086.26		\$ 756,025.91	\$ (37,939.65)
BRE-EX CONSTRUCTION	\$ 28,700,570.57		\$ 21,709,540.30	\$ 6,991,030.27
BRENNTAG CANADA INC.	\$ 170,652.67		\$ 113,808.34	\$ 56,844.33
BRENT-REG CONSTRUCTION INC.	\$ 359,244.22		\$ 195,581.71	\$ 163,662.51
BRIDGE END HOUSING CO-OPERATIVE	\$ 389,652.00		\$ 410,687.00	\$ (21,035.00)
BRIGHT BEGINNINGS EARLY CHILDHOOD	\$ 431,635.82		\$ 306,412.49	\$ 125,223.33
BRUYNLAND FARM INC.	\$ 218,000.00			\$ 218,000.00
BUDGET ENVIRONMENTAL DISPOSAL INC.	\$ 1,214,392.74			\$ 1,214,392.74
CALE SYSTEMS INC.	\$ 165,124.04		\$ 137,088.19	\$ 28,035.85
CANADA POST CORPORATION	\$ 685,704.80		\$ 599,521.25	\$ 86,183.55
CANADIAN CART SALES LIMITED	\$ 196,102.14		\$ 179,288.31	\$ 16,813.83
CANADIAN COMMERCIAL INC	\$ 227,191.46			\$ 227,191.46
CANADIAN NATIONAL RAILWAY	\$ 307,165.22	\$ 135.60	\$ 289,468.82	\$ 17,696.40
CANADIAN PACIFIC RAILWAY	\$ 1,148,991.02		\$ 308,775.90	\$ 840,215.12
CANADIAN SECURITY CONCEPTS INC.	\$ 119,583.64			\$ 119,583.64
CANON CANADA INC.	\$ 423,600.15		\$ 390,878.29	\$ 32,721.86
CAPITAL SEWER SERVICES INC.	\$ 1,054,552.72			\$ 1,054,552.72
CAPREIT LIMITED PARTNERSHIP	\$ 173,412.74		\$ 205,787.55	\$ (32,374.81)
CARAS (THE CANADIAN ACADEMY OF	\$ 500,000.00			\$ 500,000.00
CARDINAL HEALTH CANADA	\$ 373,291.28		\$ 273,977.02	\$ 99,314.26
CARGO MANAGEMENT CONSULTING	\$ 324,448.01		\$ 714,095.04	\$ (389,647.03)
CARLYLE PETERSON LAWYERS, LLP	\$ 478,000.00			\$ 478,000.00
CARRIER TRUCK CENTERS	\$ 713,625.75		\$ 1,606,381.45	\$ (892,755.70)
CARVEST PROPERTIES LIMITED	\$ 128,667.21		\$ 293,893.60	\$ (165,226.39)
CASSIDY CONSTRUCTION LONDON LTD.	\$ 117,621.45			\$ 117,621.45
CBI HOME HEALTH	\$ 156,150.50			\$ 156,150.50
CBM READY MIX DIVISION	\$ 516,704.95		\$ 435,791.52	\$ 80,913.43
CDW CANADA CORP.	\$ 1,383,083.92	\$ 36.94	\$ 228,949.97	\$ 1,154,133.95
CEDAR HOLLOW DEVELOPMENTS LIMITED	\$ 565,387.04			\$ 565,387.04
CENTRE COMMUNAUTAIRE REGIONAL	\$ 583,690.99		\$ 455,516.36	\$ 128,174.63
CENTRECORP MANAGEMENT SERVICES LTD.	\$ 1,549,736.79			\$ 1,549,736.79
CENTURY MEWS INC.	\$ 326,862.54			\$ 326,862.54
CH2M HILL CANADA LIMITED	\$ 2,087,009.20	\$ 55,075.73	\$ 1,274,577.64	\$ 812,431.56
CHECKERS MARKETING INC (CLEANING SUPPLY)	\$ 124,073.55			\$ 124,073.55
CHELSEA GREEN CHILDRENS CENTRE INC.	\$ 1,432,557.91		\$ 1,245,201.24	\$ 187,356.67
CHELSEA GREEN SOCIETY "ACRES"	\$ 746,305.00		\$ 903,932.46	\$ (157,627.46)
CHESHIRE HOMES OF LONDON INC.	\$ 319,516.20		\$ 443,773.61	\$ (124,257.41)
CHILDREACH CENTRE	\$ 1,594,627.15		\$ 293,318.75	\$ 1,301,308.40
CHILDREN'S PLACE	\$ 261,061.61		\$ 159,874.29	\$ 101,187.32
CIMA CANADA INC.	\$ 317,758.17		\$ 276,055.22	\$ 41,702.95
CIMCO REFRIGERATION	\$ 1,179,293.55		\$ 1,191,751.04	\$ (12,457.49)
CISCO SYSTEMS CAPITAL CANADA CO.	\$ 786,048.39		\$ 210,146.27	\$ 575,902.12
CITY OF ST. THOMAS	\$ 238,465.73		\$ 344,741.18	\$ (106,275.45)
CLARO ENVIRONMENTAL TECHNOLOGIES	\$ 817,387.14			\$ 817,387.14
CLASSIC EXCAVATING INC	\$ 228,463.25		\$ 276,030.76	\$ (47,567.51)
CLAYBAR DEVELOPMENTS INC.	\$ 549,811.76			\$ 549,811.76
CMHA - MIDDLESEX	\$ 168,362.58		\$ 217,619.13	\$ (49,256.55)
COCO PAVING INCORPORATED	\$ 5,304,949.96		\$ 6,743,693.20	\$ (1,438,743.24)
COLUMBUS NON-PROFIT HOUSING	\$ 137,849.00		\$ 126,659.00	\$ 11,190.00
COMCOR ENVIRONMENTAL LIMITED	\$ 125,026.09		\$ 166,241.19	\$ (41,215.10)
COMMAND SERVICES	\$ 123,387.08		\$ 164,058.96	\$ (40,671.88)
COMMISSIONAIRES GREAT LAKES	\$ 1,611,911.71	\$ 45.76	\$ 2,459,257.17	\$ (847,345.46)
COMPUCOM CANADA CO.	\$ 1,442,681.96		\$ 1,050,619.16	\$ 392,062.80
CORNERSTONE ARCHITECTURE INC.	\$ 149,121.89			\$ 149,121.89
CORPORATE EXPRESS/STAPLES ADVANTAGE	\$ 430,521.79	\$ 2,744.52	\$ 371,825.18	\$ 58,696.61
COUNTRY SPIRIT CO-OP HOMES OF LONDON	\$ 452,368.00		\$ 458,381.00	\$ (6,013.00)
COURTESY, FORD, LINCOLN	\$ 184,668.28		\$ 267,213.85	\$ (82,545.57)
CROUCH NEIGHBOURHOOD RESOURCE	\$ 160,514.79		\$ 143,290.00	\$ 17,224.79
CSDC SYSTEMS INC.	\$ 147,139.58		\$ 154,307.54	\$ (7,167.96)
CTM EXCAVATING INC	\$ 387,680.97		\$ 264,623.98	\$ 123,056.99
CUNNINGHAM FARMS INC.	\$ 120,442.86			\$ 120,442.86
CUSHMAN & WAKEFIELD ASSET SERVICES INC.	\$ 357,092.78			\$ 357,092.78
CUSHMAN AND WAKEFIELD	\$ 200,000.00			\$ 200,000.00

APPENDIX "A"
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Payee Name	Total 2018 Payment	Attributed to Water Boards	2017 Amount	Increase/ (Decrease)
D K EQUIPMENT LIMITED	\$ 749,257.82		\$ 330,230.46	\$ 419,027.36
DANCOR OXFORD INC.	\$ 189,149.29		\$ 535,000.00	\$ (345,850.71)
DATAVAIL CANADA CORPORATION	\$ 285,441.01	\$ 285,441.01	\$ 115,072.55	\$ 170,368.46
DAVEY TREE EXPERT CO. OF CANADA LTD.	\$ 1,467,836.98		\$ 1,964,196.34	\$ (496,359.36)
DAYA COUNSELLING CENTRE	\$ 328,007.00		\$ 280,495.00	\$ 47,512.00
DEKAY CONSTRUCTION (1987) LTD.	\$ 3,148,537.53		\$ 2,106,579.10	\$ 1,041,958.43
DELOITTE LLP	\$ 360,453.83		\$ 105,467.42	\$ 254,986.41
DELTA PLACE CO-OPERATIVE HOMES	\$ 357,089.00		\$ 360,328.00	\$ (3,239.00)
DEMAR AGGREGATES INC.	\$ 436,920.03		\$ 221,103.44	\$ 215,816.59
DEVELOPMENT ENGINEERING (LONDON) LTD.	\$ 875,293.47		\$ 701,772.73	\$ 173,520.74
DIELCO INDUSTRIAL CONTRACTORS	\$ 542,661.83	\$ 9,593.35	\$ 788,355.31	\$ (245,693.48)
DILLON CONSULTING LIMITED	\$ 4,514,966.32		\$ 4,383,894.80	\$ 131,071.52
DIMENSIONAL STRATEGIES INC.	\$ 165,898.14			\$ 165,898.14
DOMINION VOTING SYSTEMS CORPORATION	\$ 531,712.48			\$ 531,712.48
DONALD JONES MGMT SERVICES INC.	\$ 561,904.11		\$ 456,184.11	\$ 105,720.00
DOWLER-KARN LIMITED	\$ 4,578,891.65		\$ 3,718,918.18	\$ 859,973.47
DREAM WEAVERS DAYCARE INC.	\$ 731,703.98		\$ 479,647.87	\$ 252,056.11
DUFFERIN CONSTRUCTION COMPANY	\$ 10,109,804.92		\$ 9,003,891.09	\$ 1,105,913.83
DUNCOR ENTERPRISES INC.	\$ 166,538.42		\$ 146,370.19	\$ 20,168.23
DYNAMIX LONDON INC.	\$ 113,002.38		\$ 191,541.66	\$ (78,539.28)
ECHOLOGICS	\$ 1,042,636.77			\$ 1,042,636.77
ECLIPSE TECHNOLOGY	\$ 351,690.43		\$ 800,037.79	\$ (448,347.36)
ECOSYSTEM RECOVERY INCORPORATED	\$ 102,088.42		\$ 304,162.66	\$ (202,074.24)
EDGAR DIVERSIFIED INC.	\$ 177,969.75		\$ 198,583.83	\$ (20,614.08)
EJUST SYSTEMS INC.	\$ 127,270.77			\$ 127,270.77
ELECTRICAL SAFETY AUTHORITY	\$ 111,545.59	\$ 90.40	\$ 108,426.92	\$ 3,118.67
ELGIN CONSTRUCTION COMPANY LIMITED	\$ 643,064.40		\$ 5,082,766.40	\$ (4,439,702.00)
ELGIN CONTRACTING AND RESTORATION LTD	\$ 1,073,037.91		\$ 164,216.43	\$ 908,821.48
EMCO CORPORATION	\$ 2,543,082.47		\$ 5,495,990.78	\$ (2,952,908.31)
ENGLOBE CORP.	\$ 124,249.20			\$ 124,249.20
ENNIS PAINT CANADA ULC	\$ 116,941.44			\$ 116,941.44
ENVIROSYSTEMS INCORPORATED	\$ 117,471.43		\$ 128,005.28	\$ (10,533.85)
ERAMOSA ENGINEERING INC.	\$ 393,704.58		\$ 154,863.85	\$ 238,840.73
ERGOCENTRIC SEATING SYSTEMS	\$ 103,241.91	\$ 1,043.46		\$ 103,241.91
ERP-ONE CONSULTING INC.	\$ 102,949.89			\$ 102,949.89
ERTH HOLDINGS INC.	\$ 873,396.88	\$ 32,748.25	\$ 848,047.36	\$ 25,349.52
ESRI CANADA LIMITED	\$ 1,077,317.52		\$ 370,135.89	\$ 707,181.63
EVANS UTILITY AND MUNICIPAL	\$ 127,473.69		\$ 168,126.79	\$ (40,653.10)
EVOQUA WATER TECHNOLOGIES LTD.	\$ 172,168.16		\$ 214,503.97	\$ (42,335.81)
EXP. SERVICES INC.	\$ 301,613.37		\$ 164,402.74	\$ 137,210.63
EXTENDICARE (CANADA) INC.	\$ 612,103.14		\$ 117,637.22	\$ 494,465.92
FAITH DAY NURSERY	\$ 330,611.24		\$ 274,427.45	\$ 56,183.79
FANSHAWE COLLEGE	\$ 2,455,040.01		\$ 2,465,194.14	\$ (10,154.13)
FARHI HOLDINGS CORPORATION	\$ 545,504.00		\$ 847,852.07	\$ (302,348.07)
FASTENAL CANADA LTD	\$ 128,806.04		\$ 105,716.22	\$ 23,089.82
FER-PAL CONSTRUCTION LTD.	\$ 1,776,686.78			\$ 1,776,686.78
FERRARI CONCRETE	\$ 651,377.31		\$ 347,052.38	\$ 304,324.93
FINNBILT GENERAL CONTRACTING LIMITED	\$ 683,809.70	\$ (17,533.61)	\$ 151,848.82	\$ 531,960.88
FLEET - FCA CANADA INC.	\$ 700,455.99			\$ 700,455.99
FLOWPOINT ENVIRONMENTAL SYSTEMS	\$ 292,111.10			\$ 292,111.10
FOREST QUARTER FAMILY RESIDENCES INC.	\$ 327,599.00		\$ 353,059.00	\$ (25,460.00)
FORTTRAN TRAFFIC SYSTEMS LIMITED	\$ 624,313.70		\$ 146,159.85	\$ 478,153.85
FOXHOLLOW DEVELOPMENTS INC	\$ 617,328.70		\$ 247,659.56	\$ 369,669.14
FRANK COWAN COMPANY LTD.	\$ 2,648,174.12		\$ 2,571,304.46	\$ 76,869.66
FRANK VAN BUSSEL AND SONS LIMITED	\$ 363,023.76		\$ 659,310.30	\$ (296,286.54)
FRONTLINE OUTFITTERS	\$ 106,321.25		\$ 146,117.12	\$ (39,795.87)
GARDAWORLD (GARDA CANADA SECURITY	\$ 535,603.74	\$ 83.62		\$ 535,603.74
GDI SERVICES (CANADA) LP	\$ 462,952.54		\$ 519,614.43	\$ (56,661.89)
GENCARE SERVICES LTD.	\$ 105,181.53		\$ 106,565.23	\$ (1,383.70)
GENERAL MOTORS OF CANADA COMPANY	\$ 301,473.87			\$ 301,473.87
GENESIS (LONDON) HOUSING CO-OP. INC.	\$ 511,346.00		\$ 485,102.00	\$ 26,244.00
GEORGES FINE FOOD LTD.	\$ 504,475.68			\$ 504,475.68
GERRY'S TRUCK CENTRE LTD.	\$ 122,492.04			\$ 122,492.04
GHD LIMITED	\$ 829,212.39		\$ 255,799.04	\$ 573,413.35
GIBBONS PARK MONTESSORI SCHOOL INC.	\$ 111,892.03			\$ 111,892.03
GILZEAN'S CREEK HOUSING CO-OPERATIVE INC	\$ 172,381.00		\$ 164,980.00	\$ 7,401.00
GIMMAL LLC	\$ 122,858.87			
GLASS CANADA LIMITED	\$ 121,759.55	\$ 12,473.07		\$ 121,759.55
GLEN CAIRN COMMUNITY RESOURCE CENTRE	\$ 127,191.52		\$ 182,275.29	\$ (55,083.77)
GLENCOE DISTRICT LIONS NON-PROFIT	\$ 131,264.00		\$ 161,796.57	\$ (30,532.57)
GLOBAL CATHODIC PROTECTION INC.	\$ 1,108,468.73		\$ 488,888.17	\$ 619,580.56
GM BLUEPLAN ENGINEERING LIMITED	\$ 216,078.39	\$ 33,743.87	\$ 308,470.39	\$ (92,392.00)
GODERICH-EXETER RAILWAY COMPANY LIMITED	\$ 107,211.75			\$ 107,211.75

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Payee Name	Total 2018 Payment	Attributed to Water Boards	2017 Amount	Increase/ (Decrease)
GOLDER ASSOCIATES LTD.	\$ 582,479.20		\$ 493,052.98	\$ 89,426.22
GOOD NEWS COMMUNITY HOMES	\$ 352,604.00		\$ 395,184.00	\$ (42,580.00)
GOODWILL INDUSTRIES ONTARIO GREAT LAKES	\$ 1,036,496.10		\$ 1,190,323.95	\$ (153,827.85)
GRAND AVENUE CHILDRENS CENTRE	\$ 343,897.73		\$ 289,474.52	\$ 54,423.21
GREEN VALLEY RECYCLING CORP.	\$ 109,260.80		\$ 101,278.31	\$ 7,982.49
GUILD ELECTRIC LIMITED	\$ 2,030,716.19		\$ 2,004,164.02	\$ 26,552.17
GUILLEVIN INTERNATIONAL	\$ 558,660.59	\$ 96.05	\$ 506,133.00	\$ 52,527.59
GUTERMANN LEAK DETECTION	\$ 223,353.60			\$ 223,353.60
H & N ROOFING & SHEET METAL LIMITED	\$ 849,046.87		\$ 627,960.55	\$ 221,086.32
H.I.R.A. LIMITED	\$ 1,823,360.71			\$ 1,823,360.71
HAMISCO INDUSTRIAL SALES INC.	\$ 116,153.12		\$ 226,330.36	\$ (110,177.24)
HARDIE INDUSTRIAL SERVICES	\$ 304,948.11	\$ 24,387.21	\$ 214,989.17	\$ 89,958.94
HARRIS CANADA SYSTEMS, INC.	\$ 324,090.94		\$ 149,744.33	\$ 174,346.61
HAYMAN CONSTRUCTION INC.	\$ 102,861.58	\$ 102,861.58	\$ 2,668,283.17	\$ (2,565,421.59)
HELIX COURIER LIMITED	\$ 146,963.66		\$ 113,233.44	\$ 33,730.22
HEWLETT-PACKARD FINANCIAL SERVICES	\$ 1,478,628.50		\$ 1,546,821.50	\$ (68,193.00)
HIGHBURY FORD	\$ 197,175.71		\$ 180,520.18	\$ 16,655.53
HOC HOLDINGS LIMITED	\$ 167,804.00			\$ 167,804.00
HOME DEPOT HOLDINGS INC. #7033	\$ 125,000.00		\$ 899,474.05	\$ (774,474.05)
HOMES UNLIMITED (LONDON) INC (NELSON PL)	\$ 185,378.00		\$ 187,767.00	\$ (2,389.00)
HOMESTEAD LAND HOLDINGS LIMITED	\$ 393,937.40		\$ 395,475.86	\$ (1,538.46)
HOT, COLD & FREEZING LTD.	\$ 128,379.43		\$ 122,170.45	\$ 6,208.98
HSC INSURANCE	\$ 479,853.31		\$ 453,938.85	\$ 25,914.46
HURON PINES HOUSING CO-OPERATIVE INC.	\$ 122,374.00		\$ 126,548.00	\$ (4,174.00)
HYBRID DOCUMENT SYSTEMS INC.	\$ 105,820.43			\$ 105,820.43
HYDE PARK EQUIPMENT LIMITED	\$ 314,972.06		\$ 382,565.95	\$ (67,593.89)
HYDRO ONE NETWORKS INC.	\$ 1,823,575.68	\$ 1,356,723.19	\$ 2,261,923.63	\$ (438,347.95)
I.F. PROPCO HOLDINGS (ONTARIO) 31 LTD.	\$ 3,092,716.86		\$ 1,462,133.31	\$ 1,630,583.55
IBI GROUP	\$ 2,471,726.77		\$ 2,220,713.20	\$ 251,013.57
IBI GROUP PROFESSIONAL SERVICE	\$ 1,742,119.54		\$ 759,005.77	\$ 983,113.77
ICO TECHNOLOGIES INC.	\$ 157,299.94			\$ 157,299.94
ICOR TECHNOLOGY INC.	\$ 223,549.60			\$ 223,549.60
IESO (INDEPENDENT ELECTRICITY	\$ 2,971,773.20	\$ 2,971,773.20	\$ 3,969,199.17	\$ (997,425.97)
IMPERIAL PARKING CANADA CORP. (IMPARK)	\$ 557,261.20	\$ 1,336.05	\$ 507,824.01	\$ 49,437.19
INNOTEX INC.	\$ 504,162.50			\$ 504,162.50
INSITUFORM TECHNOLOGIES LTD	\$ 2,589,108.19		\$ 4,961,198.68	\$ (2,372,090.49)
INTER FAITH HOMES (LONDON) CORPORATION	\$ 535,647.61		\$ 381,668.23	\$ 153,979.38
INTERGRAPH CANADA LTD DBA HEXAGON	\$ 269,743.24			\$ 269,743.24
INVESTING IN CHILDREN INC.	\$ 215,009.31		\$ 368,929.68	\$ (153,920.37)
ISP3 SOLUTION PROVIDERS INC.	\$ 117,340.35			\$ 117,340.35
J. JACKSON POOLS	\$ 111,542.26			\$ 111,542.26
J-AAR EXCAVATING LIMITED	\$ 12,791,857.78		\$ 8,381,626.17	\$ 4,410,231.61
JASPER CONSTRUCTION CORP.	\$ 8,055,746.59			\$ 8,055,746.59
JBL CONSTRUCTION(DIV OF 1644472 ONT LTD)	\$ 1,615,498.67		\$ 1,741,425.90	\$ (125,927.23)
JMR ELECTRIC LTD.	\$ 1,239,082.23		\$ 175,962.77	\$ 1,063,119.46
JOE JOHNSON EQUIPMENT	\$ 113,744.84		\$ 199,769.84	\$ (86,025.00)
JONES GROUP LIMITED	\$ 273,291.69			\$ 273,291.69
K+S WINDSOR SALT LTD.	\$ 5,858,374.32		\$ 3,011,148.04	\$ 2,847,226.28
KAMARAH TREE FARMS LTD.	\$ 1,868,212.05		\$ 1,732,008.07	\$ 136,203.98
KANGAROO'S POUCH DAY CARE INC.	\$ 261,015.11		\$ 354,142.72	\$ (93,127.61)
KAPE DEVELOPMENTS	\$ 189,676.24			\$ 189,676.24
KEMIRA WATER SOLUTION CANADA INC.	\$ 883,267.36		\$ 882,161.77	\$ 1,105.59
KEN GROVER TRUCKING LTD.	\$ 600,655.58		\$ 528,575.72	\$ 72,079.86
KEYLINE INDUSTRIAL LTD.	\$ 121,818.77			\$ 121,818.77
KIDLOGIC LONDON INC.	\$ 1,800,435.65		\$ 1,544,852.38	\$ 255,583.27
KIDS & COMPANY LTD.	\$ 869,591.89		\$ 576,169.29	\$ 293,422.60
KIDZONE DAYCARE CENTRE	\$ 470,221.06		\$ 300,622.89	\$ 169,598.17
KILALLY SHOPPING CENTRE	\$ 225,000.00			\$ 225,000.00
KINDERVILLE GAINSBOROUGH INC.	\$ 651,835.36		\$ 462,242.61	\$ 189,592.75
KINWELL PLACE NON-PROFIT HOUSING CORP.	\$ 233,265.00		\$ 216,676.00	\$ 16,589.00
KOMUTEL INC.	\$ 138,021.17			\$ 138,021.17
KOVACS GROUP INC.	\$ 158,492.55		\$ 198,145.50	\$ (39,652.95)
KPMG LLP, T4348	\$ 217,129.50	\$ 12,882.00	\$ 207,355.00	\$ 9,774.50
KRONOS CANADIAN SYSTEMS INC.	\$ 242,145.31		\$ 517,955.20	\$ (275,809.89)
KWS ELECTRIC SERVICES INC.	\$ 958,610.61			\$ 958,610.61
L & L CAT TRAPPING SERVICES INC.	\$ 194,861.58			\$ 194,861.58
L-82 CONSTRUCTION LTD.	\$ 17,739,287.26	\$ 115,768.50	\$ 18,564,145.24	\$ (824,857.98)
LA RIBAMBELLE PRESCOLAIRE, FRANCO-	\$ 1,511,535.11		\$ 843,106.74	\$ 668,428.37
LAMAR COMPANIES	\$ 105,502.45			\$ 105,502.45
LANDSCAPE PLANNING LIMITED	\$ 121,463.70			\$ 121,463.70
LANGLEY UTILITIES CONTRACTING LTD.	\$ 2,304,217.18		\$ 2,401,089.78	\$ (96,872.60)
LATIN-AMERICAN/CANADIAN NON-PROFIT	\$ 470,245.00		\$ 440,186.00	\$ 30,059.00
LEADS EMPLOYMENT SERVICES LONDON INC.	\$ 1,298,988.19		\$ 1,185,396.32	\$ 113,591.87

APPENDIX "A"
2018 Payments Sorted by Supplier as per Section 8.11 (c)

Payee Name	Total 2018 Payment	Attributed to Water Boards	2017 Amount	Increase/ (Decrease)
LIFT NON-PROFIT HOUSING OF LONDON INC.	\$ 334,066.00		\$ 601,400.32	\$ (267,334.32)
LIMEN GROUP CONSTRUCTION LTD.	\$ 158,558.74		\$ 260,524.39	\$ (101,965.65)
LLOYD LIBKE LAW ENFORCEMENT SALES INC.	\$ 168,907.99		\$ 138,119.00	\$ 30,788.99
LONDON & MIDDLESEX HERITAGE MUSEUM	\$ 375,503.00		\$ 274,036.69	\$ 101,466.31
LONDON AFFORDABLE HOUSING FOUNDATION	\$ 108,954.00		\$ 251,365.08	\$ (142,411.08)
LONDON ANIMAL CARE CENTRE	\$ 1,609,708.63		\$ 1,567,942.90	\$ 41,765.73
LONDON ARTS COUNCIL	\$ 934,970.72		\$ 964,838.72	\$ (29,868.00)
LONDON AUTOMATIC DOORS LTD.	\$ 169,429.70		\$ 150,925.10	\$ 18,504.60
LONDON BRIDGE CHILD CARE SERVICES	\$ 8,575,893.02		\$ 6,659,489.45	\$ 1,916,403.57
LONDON CARES HOMELESS RESPONSE	\$ 1,990,681.00			\$ 1,990,681.00
LONDON CHILDREN'S CONNECTION INC.	\$ 11,417,540.48		\$ 8,349,550.25	\$ 3,067,990.23
LONDON COMMUNITY SMALL BUSINESS CENTRE	\$ 274,661.38		\$ 245,682.10	\$ 28,979.28
LONDON DISTRICT ENERGY LP	\$ 526,887.95		\$ 459,882.64	\$ 67,005.31
LONDON FRENCH DAYCARE CENTRE INC.	\$ 618,101.31		\$ 535,305.65	\$ 82,795.66
LONDON GOSPEL TEMPLE	\$ 620,371.10		\$ 501,998.08	\$ 118,373.02
LONDON HERITAGE COUNCIL	\$ 253,285.51		\$ 353,594.23	\$ (100,308.72)
LONDON HYDRO ELECTRIC COMMISSION	\$ 22,828,576.82	\$ 1,500.00	\$ 27,300,782.42	\$ (4,472,205.60)
LONDON MULTICULTURAL RESIDENCES	\$ 535,671.74		\$ 743,206.53	\$ (207,534.79)
LONDON OPTIMIST SPORTS CENTRE	\$ 452,125.04		\$ 400,835.00	\$ 51,290.04
LONDON POLONIA TOWERS INC -POLONIA TERR.	\$ 1,112,640.00		\$ 1,199,199.00	\$ (86,559.00)
LONDON REGIONAL CHILDRENS MUSEUM	\$ 220,131.65		\$ 171,825.07	\$ 48,306.58
LONDON SMILES DAYCARE SERVICES INC.	\$ 483,346.34		\$ 343,157.57	\$ 140,188.77
LONDON SNOW PLOW AND LANDSCAPE	\$ 165,741.05			\$ 165,741.05
LONDON TOWN CO-OP HOMES INC.	\$ 431,154.00		\$ 451,898.00	\$ (20,744.00)
LUCAN COMMUNITY NON-PROFIT APT. CORP.	\$ 152,933.00		\$ 150,255.00	\$ 2,678.00
LUTHERAN INDEPENDENT LIVING (LONDON	\$ 197,634.00		\$ 458,947.63	\$ (261,313.63)
MACLENNAN JAUNKALNS MILLER ARCHITECTS	\$ 677,145.19		\$ 834,315.93	\$ (157,170.74)
MACMASTER CHEVROLET CADILLAC BUICK GMC	\$ 100,599.60		\$ 372,153.46	\$ (271,553.86)
MAPLE CITY ELECTRIC	\$ 155,154.17		\$ 155,101.97	\$ 52.20
MARCONI NON-PROFIT HOUSING CORP.	\$ 756,913.00		\$ 678,076.00	\$ 78,837.00
MARSH CANADA LIMITED	\$ 514,769.66	\$ 451,275.92	\$ 505,797.46	\$ 8,972.20
MARSHALLZEHR GROUP INC.	\$ 400,000.00			\$ 400,000.00
MAXIMUM SIGNS	\$ 119,555.96		\$ 126,216.77	\$ (6,660.81)
MAXQUIP INC.	\$ 106,981.56			\$ 106,981.56
MB CONSTRUCTION GROUP INC.	\$ 252,724.11		\$ 683,909.88	\$ (431,185.77)
MCCALL DAWSON LLP	\$ 588,461.14		\$ 169,701.65	\$ 418,759.49
MCLEAN TAYLOR CONSTRUCTION LTD	\$ 13,025,152.72		\$ 3,800,608.21	\$ 9,224,544.51
MELBOURNE HOUSING CORPORATION	\$ 132,937.00		\$ 170,406.02	\$ (37,469.02)
MERRYMOUNT CHILDREN'S CENTRE	\$ 3,428,527.57		\$ 2,387,627.44	\$ 1,040,900.13
METROPOLITAN MAINTENANCE	\$ 569,365.92		\$ 523,887.85	\$ 45,478.07
MICHAEL+ CLARK CONSTRUCTION INC.	\$ 142,699.85			\$ 142,699.85
MICROSOFT CANADA	\$ 434,021.32		\$ 272,605.72	\$ 161,415.60
MILLER WASTE SYSTEMS INC.	\$ 9,659,549.66		\$ 10,521,308.88	\$ (861,759.22)
MINISTER OF FINANCE	\$ 2,880,005.95		\$ 2,258,785.38	\$ 621,220.57
MISSION SERVICES OF LONDON	\$ 3,209,002.72		\$ 3,749,983.36	\$ (540,980.64)
MKH CHERRYHILL RESIDENTIAL	\$ 116,476.21		\$ 316,056.80	\$ (199,580.59)
MNP LLP	\$ 346,587.49		\$ 411,392.03	\$ (64,804.54)
MOBIL SERVICES INC.	\$ 1,099,155.65		\$ 850,329.79	\$ 248,825.86
MONTEITH BROWN PLANNING CONSULTANTS	\$ 144,940.60			\$ 144,940.60
MONTESORI ACADEMY OF LONDON	\$ 302,015.49			\$ 302,015.49
MORNEAU SHEPELL LTD.	\$ 140,074.26			\$ 140,074.26
MT. BRYDGES FORD SALES LTD.	\$ 1,074,049.83		\$ 1,307,494.13	\$ (233,444.30)
MTE CONSULTANTS INC.	\$ 123,998.94		\$ 139,968.66	\$ (15,969.72)
MULBERRY BUSH CHILD CARE CENTRE	\$ 533,217.30		\$ 333,199.53	\$ 200,017.77
MULTIVIEW LOCATES INC.	\$ 998,032.62		\$ 1,058,761.41	\$ (60,728.79)
MUNICIPAL PROPERTY ASSESSMENT CORP.	\$ 4,912,215.16		\$ 4,828,957.04	\$ 83,258.12
MUNICIPALITY OF CENTRAL ELGIN	\$ 335,279.65	\$ 216,411.90	\$ 287,387.18	\$ 47,892.47
MUNICIPALITY OF SOUTH HURON	\$ 247,654.89	\$ 247,654.89	\$ 233,590.04	\$ 14,064.85
MUNICIPALITY OF THAMES CENTRE	\$ 107,739.00		\$ 274,736.96	\$ (166,997.96)
MVLCC #696	\$ 119,625.00			\$ 119,625.00
N. PICCOLI CONSTRUCTION LTD.	\$ 3,318,949.54		\$ 3,636,047.31	\$ (317,097.77)
NA ENGINEERING ASSOCIATES INC.	\$ 106,174.20		\$ 138,269.41	\$ (32,095.21)
NATIONAL BANK OF CANADA	\$ 100,514.13			\$ 100,514.13
NETCHECK CORPORATION	\$ 160,510.89	\$ 3,901.05	\$ 247,857.22	\$ (87,346.33)
NEW WORLD PARK SOLUTIONS INC.	\$ 153,655.59			\$ 153,655.59
NOBLE CORPORATION	\$ 167,043.74		\$ 166,846.68	\$ 197.06
NORQUAY BUTTONBUSH LAND CORP.	\$ 104,938.44		\$ 836,243.64	\$ (731,305.20)
NORTH AMERICAN CONSTRUCTION (1993) LTD.	\$ 5,274,850.77		\$ 14,563,986.86	\$ (9,289,136.09)
NORTH LAMBETH INC.	\$ 140,070.34			\$ 140,070.34
NOVEXCO	\$ 154,229.20	\$ 211.54	\$ 168,214.42	\$ (13,985.22)
OAK PARK COOPERATIVE CHILDREN'S	\$ 367,360.37		\$ 256,332.56	\$ 111,027.81
ODELL-JALNA RESIDENCES 796 SHELBORNE ST	\$ 1,699,061.79		\$ 1,570,970.15	\$ 128,091.64
OMEGA CONTRACTORS INC.	\$ 4,440,452.34		\$ 7,569,967.65	\$ (3,129,515.31)

APPENDIX "A"
2018 Payments Sorted by Supplier as per Section 8.11 (c)

Payee Name	Total 2018 Payment	Attributed to Water Boards	2017 Amount	Increase/ (Decrease)
ONTARIO CLEAN WATER AGENCY	\$ 12,177,449.26	\$ 11,765,364.72	\$ 11,913,034.89	\$ 264,414.37
ONTARIO MUNICIPAL INSURANCE EXCHANGE	\$ 210,230.30		\$ 405,975.97	\$ (195,745.67)
ONX ENTERPRISE SOLUTIONS LTD.	\$ 225,640.56		\$ 1,103,801.51	\$ (878,160.95)
ORACLE CANADA ULC	\$ 394,624.48		\$ 398,097.98	\$ (3,473.50)
P.A.M. GARDENS NON-PROFIT HOUSING INC.	\$ 971,390.00		\$ 1,331,455.27	\$ (360,065.27)
PARKWOOD CHILDREN'S DAY CARE	\$ 373,434.64		\$ 239,367.57	\$ 134,067.07
PARSONS INC.	\$ 1,120,390.17		\$ 847,035.37	\$ 273,354.80
PARTHO TECHNOLOGIES INC.	\$ 118,859.81			\$ 118,859.81
PATHWAYS SKILL DEVELOPMENT	\$ 1,657,594.46		\$ 1,865,882.25	\$ (208,287.79)
PCM CANADA	\$ 363,937.88			\$ 363,937.88
PEOPLECARE INC.	\$ 308,696.00			\$ 308,696.00
PERFECTMIND INC.	\$ 157,849.70			\$ 157,849.70
PGC SERVICES LONDON INC.	\$ 141,788.30			\$ 141,788.30
PILLAR NONPROFIT NETWORK	\$ 113,868.77			\$ 113,868.77
PINETREE MONTESSORI SCHOOL	\$ 182,192.58		\$ 101,718.79	\$ 80,473.79
PITNEYWORKS	\$ 425,584.17			\$ 425,584.17
PLAYPOWER LT CANADA INC.	\$ 100,372.89			\$ 100,372.89
POI BUSINESS INTERIORS INC	\$ 1,185,805.76	\$ 9,618.04	\$ 1,902,725.09	\$ (716,919.33)
POLLARD HIGHWAY PRODUCTS LTD.	\$ 259,901.28		\$ 259,834.79	\$ 66.49
POSITIVE IDENTITY PROMOTIONAL PRODUCTS	\$ 130,292.73			\$ 130,292.73
POSTMEDIA NETWORK INC.	\$ 195,057.93		\$ 251,238.05	\$ (56,180.12)
PRESCHOOL OF THE ARTS FOREST CITY LTD.	\$ 146,007.87			\$ 146,007.87
PRICEWATERHOUSECOOPERS LLP	\$ 314,399.79		\$ 312,022.76	\$ 2,377.03
PRIDE BODIES LTD.	\$ 144,676.16			\$ 144,676.16
PRO AQUA, INC.	\$ 247,221.34		\$ 237,920.02	\$ 9,301.32
PRO TIRE GROUP INC.	\$ 357,361.24		\$ 299,109.09	\$ 58,252.15
PURE TECHNOLOGIES	\$ 1,080,106.98	\$ 855,192.09	\$ 751,776.43	\$ 328,330.55
Q RESIDENTIAL (CONRES III GP NUMBER ONE	\$ 131,246.17			\$ 131,246.17
R. RUSSELL CONSTRUCTION	\$ 377,835.88			\$ 377,835.88
R.V. ANDERSON ASSOCIATES LIMITED	\$ 740,169.49	\$ 31,693.30	\$ 1,046,798.40	\$ (306,628.91)
RAMPART INTERNATIONAL	\$ 292,105.85			\$ 292,105.85
REFOREST LONDON	\$ 327,690.00		\$ 302,169.00	\$ 25,521.00
REGIONAL HIV/AIDS CONNECTION	\$ 241,493.35		\$ 585,868.85	\$ (344,375.50)
RICHMOND BLOCK LONDON CORPORATION	\$ 450,710.24		\$ 535,833.07	\$ (85,122.83)
RMG MORTGAGES (RESMORE TRUST COMPANY)	\$ 108,566.23			\$ 108,566.23
ROBERT A. HUGHES (LONDON) LIMITED	\$ 223,925.89		\$ 245,177.33	\$ (21,251.44)
RO-BUCK CONTRACTING (1986) LIMITED	\$ 3,998,743.41		\$ 4,231,694.77	\$ (232,951.36)
ROGERS COMMUNICATIONS INC	\$ 1,262,733.92	\$ 6,700.83	\$ 1,324,599.29	\$ (61,865.37)
RON FIELD AND SON ELECTRICAL	\$ 357,812.80			\$ 357,812.80
RON MURPHY CONTRACTING CO. LTD.	\$ 3,451,507.19			\$ 3,451,507.19
ROSS TOWING AND TRANSPORTATION SERVICES	\$ 123,899.57			\$ 123,899.57
ROYAL BANK OF CANADA	\$ 386,266.94			\$ 386,266.94
ROYAL FENCE LIMITED	\$ 250,652.82		\$ 203,801.45	\$ 46,851.37
RUBIN THOMLINSON LLP	\$ 180,000.00			\$ 180,000.00
RWAM INSURANCE ADMINISTRATORS INC.	\$ 131,724.61		\$ 116,022.17	\$ 15,702.44
S & B CONSTRUCTION LTD.	\$ 1,163,949.10		\$ 844,711.38	\$ 319,237.72
SANITARY SEWER CLEANING CO LTD	\$ 244,581.07		\$ 281,007.30	\$ (36,426.23)
SCALAR DECISIONS INC.	\$ 689,316.83		\$ 136,032.97	\$ 553,283.86
SCHOUTEN EXCAVATING INC.	\$ 331,036.59			\$ 331,036.59
SCOTT'S SERVICES INC.	\$ 431,270.27		\$ 434,036.99	\$ (2,766.72)
SECURITAS CANADA LIMITED	\$ 477,368.36			\$ 477,368.36
SELECTRA INC.	\$ 2,354,059.90	\$ 2,042,649.19	\$ 4,505,536.44	\$ (2,151,476.54)
SEMCO PAINT LIMITED	\$ 158,917.54		\$ 179,345.99	\$ (20,428.45)
SERVICE MASTER OF LONDON	\$ 624,337.09		\$ 483,886.10	\$ 140,450.99
SERVICEONTARIO	\$ 285,650.25		\$ 274,979.25	\$ 10,671.00
SEWER TECHNOLOGIES INC.	\$ 327,285.45		\$ 604,644.93	\$ (277,359.48)
SHELL ENERGY NORTH AMERICA (CANADA) INC	\$ 301,921.61	\$ 301,921.61	\$ 271,260.34	\$ 30,661.27
SHERWOOD FOREST (TRINITY) HOUSING CORP.	\$ 284,537.64		\$ 270,502.00	\$ 14,035.64
SIFTON PROPERTIES LIMITED	\$ 571,369.09		\$ 534,127.45	\$ 37,241.64
SIMPLY KIDS INC.	\$ 1,106,856.83		\$ 998,431.64	\$ 108,425.19
SIMPSON'S FENCE (LONDON) LTD	\$ 391,775.52	\$ 2,585.16		\$ 391,775.52
SISKINDS LLP	\$ 779,699.09	\$ 15,451.70	\$ 496,511.69	\$ 283,187.40
SMITH-PEAT ROOFING & SHEET METAL	\$ 127,125.00			\$ 127,125.00
SODECIA LONDON INC.	\$ 390,000.00			\$ 390,000.00
SOFTWAREONE CANADA INC	\$ 237,448.49		\$ 1,226,876.17	\$ (989,427.68)
SOUTH LONDON NEIGHBOURHOOD	\$ 391,487.00		\$ 346,173.88	\$ 45,313.12
SOUTHWEST ONTARIO ABORIGINAL HEALTH	\$ 1,480,750.00			\$ 1,480,750.00
SPECTRUM COMMUNICATIONS LTD.	\$ 633,436.46	\$ 164,386.75	\$ 286,190.35	\$ 347,246.11
SPEYSIDE EAST CORPORATION	\$ 1,136,586.25		\$ 250,000.00	\$ 886,586.25
SPRIET ASSOCIATES LONDON LIMITED	\$ 1,106,155.01		\$ 933,487.19	\$ 172,667.82
ST. LEONARD'S SOCIETY OF LONDON	\$ 480,351.00		\$ 644,129.58	\$ (163,778.58)
ST. MARTIN'S CO-OPERATIVE HOMES	\$ 470,539.00		\$ 490,869.00	\$ (20,330.00)
STANTEC CONSULTING LTD.	\$ 2,935,436.92	\$ 213,943.22	\$ 3,040,211.50	\$ (104,774.58)

APPENDIX "A"
2018 Payments Sorted by Supplier as per Section 8.11 (c)

Payee Name	Total 2018 Payment	Attributed to Water Boards	2017 Amount	Increase/ (Decrease)
STEEPER SERVICES LTD.	\$ 414,616.71		\$ 290,222.78	\$ 124,393.93
STINSON SECURITY SERVICES LIMITED	\$ 1,395,399.38		\$ 1,099,893.77	\$ 295,505.61
STRONGCO EQUIPMENT	\$ 122,118.89		\$ 109,225.49	\$ 12,893.40
SUMMIT PROPERTIES INC.	\$ 254,907.94	\$ 239,107.63	\$ 669,874.34	\$ (414,966.40)
SUNNINGDALE DEVELOPMENTS INC.	\$ 663,695.23		\$ 259,124.23	\$ 404,571.00
SUPER SUCKER HYDRO VAC SERVICE INC.	\$ 224,455.36		\$ 157,881.69	\$ 66,573.67
SWIFT SW INTEGRATED FIBRE TECH	\$ 230,000.00			\$ 230,000.00
SYSO SOUTHWESTERN ONTARIO	\$ 1,177,422.68		\$ 1,159,113.46	\$ 18,309.22
TACEL LTD.	\$ 533,369.34		\$ 591,656.70	\$ (58,287.36)
TALU PROPERTIES INC.	\$ 255,000.00			\$ 255,000.00
TANGLEWOOD ORCHARD CO-OPERATIVE HOMES	\$ 525,592.56		\$ 566,767.14	\$ (41,174.58)
TEAM TRUCK CENTRES	\$ 525,024.78			\$ 525,024.78
TECHALLIANCE OF SOUTHWESTERN ONTARIO	\$ 400,000.00			\$ 400,000.00
TELE CONSTRUCTION (1997) INC.	\$ 204,725.49		\$ 168,566.06	\$ 36,159.43
TELUS COMMUNICATIONS INC.	\$ 287,074.02		\$ 666,980.65	\$ (379,906.63)
TERAMACH TECHNOLOGIES INC.	\$ 138,741.34		\$ 178,473.12	\$ (39,731.78)
THAMES VALLEY AGGREGATES	\$ 171,835.75			\$ 171,835.75
THE BEER STORE	\$ 135,907.62		\$ 134,643.21	\$ 1,264.41
THE CORP. OF THE COUNTY OF MIDDLESEX	\$ 6,260,251.91		\$ 5,407,534.55	\$ 852,717.36
THE GRAND THEATRE	\$ 375,000.00		\$ 625,000.00	\$ (250,000.00)
THE OAKLANDS HOUSING CO-OPERATIVE INC	\$ 484,872.00		\$ 512,954.00	\$ (28,082.00)
THE SALVATION ARMY	\$ 5,954,619.16		\$ 5,210,060.83	\$ 744,558.33
THE SPIRIT OF 1919 HOUSING CO-OP INC.	\$ 931,471.07		\$ 1,299,560.93	\$ (368,089.86)
TIM LOVETT INSTALLATIONS INC.	\$ 153,214.87			\$ 153,214.87
TITAN GROUP CONSTRUCTION INC.	\$ 1,167,294.11			\$ 1,167,294.11
TOLPUDDLE HOUSING CO-OPERATIVE INC	\$ 962,397.50		\$ 994,948.00	\$ (32,550.50)
TONDA CONSTRUCTION	\$ 212,050.26		\$ 339,140.65	\$ (127,090.39)
TRACTION, A DIVISION OF UAP INC	\$ 132,051.49		\$ 128,449.73	\$ 3,601.76
TRACY SATCHELL PROFESSIONAL CORPORATION	\$ 122,402.30			\$ 122,402.30
TRADITION CONSTRUCTION INC.	\$ 998,981.35	\$ 2,172.07		\$ 998,981.35
TRAFFIPAX LLC	\$ 252,536.77			\$ 252,536.77
TROJAN TECHNOLOGIES	\$ 126,806.67		\$ 212,961.75	\$ (86,155.08)
TROY-ONTOR INC.	\$ 115,524.42			\$ 115,524.42
TRY RECYCLING INC	\$ 1,601,529.06		\$ 2,482,776.27	\$ (881,247.21)
TTKA INC. O/A CLINTAR	\$ 258,971.84		\$ 217,356.28	\$ 41,615.56
TURBODEN S.P.A	\$ 424,009.95		\$ 961,506.00	\$ (537,496.05)
UNION GAS LIMITED	\$ 703,682.81		\$ 646,465.64	\$ 57,217.17
UNITED WAY ELGIN MIDDLESEX	\$ 316,931.27		\$ 255,038.36	\$ 61,892.91
UNITY PROJECT FOR THE RELIEF OF	\$ 824,000.00		\$ 1,592,028.60	\$ (768,028.60)
UNIVERSITY OF TORONTO	\$ 123,945.50	\$ 100,000.00	\$ 129,983.90	\$ (6,038.40)
UPPER CANADA ROAD SERVICES INC.	\$ 278,475.31			\$ 278,475.31
URBAN TACTICAL BRANTFORD LTD.	\$ 153,535.29		\$ 174,617.97	\$ (21,082.68)
VAN BREE DRAINAGE & BULLDOZING LTD.	\$ 102,027.98		\$ 2,835,789.65	\$ (2,733,761.67)
VAN ENGELN SERVICES LTD.	\$ 209,799.78			\$ 209,799.78
VERSATERM	\$ 321,591.94		\$ 332,331.87	\$ (10,739.93)
VERTO 360	\$ 335,278.16			\$ 335,278.16
VIP ENERGY SERVICES INC.	\$ 438,097.35	\$ 438,097.35	\$ 123,509.00	\$ 314,588.35
VISTA WOODS ESTATES LIMITED	\$ 163,448.85			\$ 163,448.85
WAJAX POWER SYSTEMS	\$ 189,686.80			\$ 189,686.80
WARNER PLACE SENIORS' RESIDENCE ASSOC.	\$ 328,535.75		\$ 400,145.53	\$ (71,609.78)
WASTE CONNECTIONS OF CANADA INC.	\$ 113,149.19			\$ 113,149.19
WASTE MANAGEMENT OF CANADA	\$ 450,361.92		\$ 811,805.69	\$ (361,443.77)
WEATHERTECH RESTORATION SERVICES INC.	\$ 271,444.18		\$ 703,330.39	\$ (431,886.21)
WESTBURNE ONTARIO	\$ 284,135.69	\$ 237,679.19	\$ 440,422.95	\$ (156,287.26)
WESTBURY INTERNATIONAL (1991)CORPORATION	\$ 263,624.46			\$ 263,624.46
WESTERN DAY CARE CENTRE	\$ 1,456,906.96		\$ 916,041.98	\$ 540,864.98
WESTERN FAIR SPORTS CENTRE	\$ 2,074,590.21		\$ 2,033,911.95	\$ 40,678.26
WESTERN UNIVERSITY	\$ 523,968.51		\$ 585,140.77	\$ (61,172.26)
WESTMINSTER MECHANICAL	\$ 235,808.42		\$ 133,422.71	\$ 102,385.71
WESTWOOD POWER CENTRE INC.	\$ 102,934.96			\$ 102,934.96
WHITEHILLS CHILDCARE ASSOC.	\$ 1,693,677.00		\$ 1,173,059.18	\$ 520,617.82
WHITEOAK HERITAGE HOUSING CO-OP INC.	\$ 256,590.00		\$ 270,141.00	\$ (13,551.00)
WICKERSON HILLS DEVELOPMENT INC.	\$ 322,967.01			\$ 322,967.01
WIL COUNSELLING & TRAINING	\$ 542,148.69		\$ 469,369.76	\$ 72,778.93
WILLIAM MERCER WILSON NON-PROFIT CENTRE	\$ 569,355.00		\$ 537,160.63	\$ 32,194.37
WILLOW BRIDGE HOMES LTD.	\$ 116,426.97			\$ 116,426.97
WILSON & ASSOCIATES CONTRACTING LTD	\$ 679,761.18		\$ 615,045.83	\$ 64,715.35
WINDY WOODS CO-OPERATIVE HOMES OF	\$ 900,303.00		\$ 1,194,979.19	\$ (294,676.19)
WOLSELEY MECHANICAL GROUP	\$ 624,347.18		\$ 545,943.45	\$ 78,403.73
WONDERLAND COMMERCIAL CENTRE INC.	\$ 171,691.00			\$ 171,691.00
WONDERLAND NON-PROFIT 199 COMMISSIONERS	\$ 121,618.00		\$ 152,619.00	\$ (31,001.00)
WONDERWARE CANADA EAST	\$ 104,405.80			\$ 104,405.80
WOOD ENVIRONMENT & INFRASTRUCTURE	\$ 109,864.30			\$ 109,864.30

APPENDIX "A"
2018 Payments Sorted by Supplier as per Section 8.11 (c)

Payee Name	Total 2018 Payment	Attributed to Water Boards	2017 Amount	Increase/ (Decrease)
WSP CANADA GROUP LIMITED	\$ 982,150.18		\$ 1,088,621.10	\$ (106,470.92)
XEROX CANADA LTD.	\$ 422,629.26		\$ 689,887.26	\$ (267,258.00)
YMCA OF WESTERN ONTARIO	\$ 8,443,979.64		\$ 6,181,637.83	\$ 2,262,341.81
YOUTH OPPORTUNITIES UNLIMITED	\$ 1,922,737.75		\$ 1,646,623.30	\$ 276,114.45
ZEE ELECTRIC CONTRACTING INC.	\$ 194,082.11		\$ 100,509.55	\$ 93,572.56
ZT RESTORATION INC	\$ 138,622.75			\$ 138,622.75

APPENDIX "B"
Administrative Appointment of Consulting Services
as per Section 15.1 (g)

Consultant Name	Total 2018
AECOM CANADA LTD.	575,879.84
CIMA CANADA INC.	123,290.10
DILLON CONSULTING LIMITED	303,689.81
EXP. SERVICES INC.	112,488.23
GOLDER ASSOCIATES LTD.	251,300.94
HYDRO ONE NETWORKS INC.	463,120.40
IBI GROUP	1,389,092.82
LANDSCAPE PLANNING LIMITED	137,490.09
MTE CONSULTANTS INC.	114,949.79
PARSONS INC.	252,691.63
SCALAR DECISIONS INC.	126,219.95
SEWER TECHNOLOGIES INC.	324,122.37
STANTEC CONSULTING LTD.	294,014.16
Grand Total	4,468,350.14

APPENDIX "C"
2018 List of Administratively Awarded Tenders < \$3M Section 13.2

Document #	Project Description	Person Responsible	Cost of Award
RFT17-138	CHOCC pool HVAC Lifecycle Renewal	Anna Lisa Barbon	\$378,100.00
RFQ18-41	New PA System Throughout City Hall	Anna Lisa Barbon	\$104,415.00
RFT18-01	Infrastructure Replacement Program Contract 6 - Oakridge Acres Phase 2	Kelly Scherr	\$2,974,122.70
RFT18-05	Contract 7 - Reconstruction of Talbot Street from Fullarton Street to Kent Street	Kelly Scherr	\$1,699,718.00
RFT18-06	Contract 9 Cavendish Trunk Sanitary Sewer	Kelly Scherr	\$2,695,350.98
RFT18-07	Applegate SWM Facility Remediation	Kelly Scherr	\$965,902.97
RFT18-09	Installation of two (2) new step screens in the pumping station at Adelaide WWTP	Kelly Scherr	\$359,905.00
RFT18-11	Installation of a new AHU and OCU for the Inlet Works Building at Adelaide WWTP	Kelly Scherr	\$288,700.00
RFT18-12	Earl Nichols Arena and Community Centre	Anna Lisa Barbon	\$1,025,500.00
RFT18-13	Elsie Perrin Williams Estate - Main House Life Cycle Renewal 2018	John Fleming	\$353,000.00
RFT18-14	Rapid Transit Office Space Renovation	Kelly Scherr	\$351,000.00
RFT18-15	Water main cleaning and Structural Lining	Kelly Scherr	\$1,799,480.00
RFT18-17	Microsoft Enterprise Licensing Agreement	Anna Lisa Barbon	\$982,615.81
RFT18-18	Contract 1 - Replacement of Sidewalk, Curb and Gutter and Hot Mix Asphalt	Kelly Scherr	\$2,487,463.94
RFT18-19	Contract 2 - Replacement of Sidewalk, Curb and Gutter and Hot Mix Asphalt	Kelly Scherr	\$1,794,415.00
RFT18-20	Contract 3 - Replacement of Sidewalk, Curb and Gutter and Hot Mix Asphalt	Kelly Scherr	\$1,493,000.00
RFT18-22	Wonderland Road South Improvements - Phase 2	Kelly Scherr	\$1,859,403.54
RFT18-23	Supply, Delivery and Commissioning of Actuators	Kelly Scherr	\$96,816.00
RFT18-26	Parker SWM Facility	Kelly Scherr	\$2,295,022.54
RFT18-28	North London Optimist Community Centre Parking Lot Rehabilitation	Anna Lisa Barbon	\$325,000.00
RFT18-29	New Traffic Signal Installation Southdale Rd West	Kelly Scherr	\$178,959.70
RFT18-31	Colonel Talbot Pumping Station Sanitary Sewer - Contract 2	Kelly Scherr	\$1,961,291.00
RFT18-33	Gas Detection System Calibration and Service.	Anna Lisa Barbon	\$15,759.15
RFT18-34	Piccadilly Park - West end (Wellington Street Road Allowance) Construction	John Fleming	\$207,506.28
RFT18-35	New Traffic Signal Construction at Fanshawe College Blvd @ Community College Entrance.	Kelly Scherr	\$186,402.66
RFT18-36	Pumper Rescue - Emergency Fire Vehicle	Lynne Livingstone	\$686,069.00
RFT18-39	Fire Station No. 9 - District Chief Vehicle Bay Addition	Lynne Livingstone	\$525,615.00
RFT18-41	New Pedestrian Traffic Signal Installation - Wellington Rd	Kelly Scherr	\$71,264.75
RFT18-42	Contract 14 Clarke Road (CP Rail / Pottersburg Creek area) Phase 1	Kelly Scherr	\$899,929.60

APPENDIX "C"
2018 List of Administratively Awarded Tenders < \$3M Section 13.2

Document #	Project Description	Person Responsible	Cost of Award
RFT18-43	Sanitary Paper Products and Dispensers	Scott Stafford	\$65,785.66
RFT18-46	Hot Water Storage Tanks Lifecycle Replacement	Anna Lisa Barbon	\$125,000.00
RFT18-49	Construction Services for grading 15890 Robin's Hill Road	George Kotsifas	\$169,720.53
RFT18-51	Guildwood Blvd. Storm Building Sewers	Kelly Scherr	\$90,750.00
RFT18-52	Litter pick up and grass cutting on the VMP and Highbury Avenue	Scott Stafford	\$19,094.25
RFT18-53	2018 Arterial Road Rehabilitation - Contract 1	Kelly Scherr	\$1,223,884.00
RFT18-54	Supply & Delivery of 2-way Radios & Ancillary Devices	Kelly Scherr	\$233,756.00
RFT18-56	New Pedestrian Bridge over Stoney Creek at Elmdale Avenue	John Fleming	\$220,000.00
RFT18-57	Fire Hydrant Painting	Kelly Scherr	\$96,000.00
RFT18-60	2018 Municipal Parking Lot Upgrades	Kelly Scherr	\$352,803.00
RFT18-61	SWMF Sediment Removal - Contract 1	Kelly Scherr	\$196,368.44
RFT18-62	Supply, Mixing and Stockpiling of Winter Sand	Kelly Scherr	\$217,775.00
RFT18-63	New Generator at Fire Hall 5	Anna Lisa Barbon	\$162,900.00
RFT18-64	Contract 17 - Cliftonvale Avenue and Briscoe Street Reconstruction	Kelly Scherr	\$2,072,651.30
RFT18-65	Arterial Road rehabilitation Contract 2 - Oxford Street East	Kelly Scherr	\$1,309,506.55
RFT18-66	Rebuild of Traffic Signal at Huron Street	Kelly Scherr	\$515,558.14
RFT18-67	Arterial Road rehabilitation Contract 3 - Commissioners Rd West @ Southdale	Kelly Scherr	\$1,944,000.00
RFT18-68	Dearness Home - Partial Roof Replacement	Anna Lisa Barbon	\$152,000.00
RFT18-69	City Hall Power distribution System Upgrade	Anna Lisa Barbon	\$566,630.00
RFT18-70	Storm water Management Facility Sediment Removal - Contract 2	Kelly Scherr	\$361,940.00 Part 1 \$263,674.70 Part 2
RFT18-71	Byron Pool	Anna Lisa Barbon	\$2,871,000.00
RFT18-74	2018 Rout and Seal Program	Kelly Scherr	\$279,975.00
RFT18-75	Traffic Signal Rebuild Deveron Cres - Pond Mills Rd	Kelly Scherr	\$292,462.00
RFT18-76	Traffic Signal Rebuild Dundas St - Clarke Rd	Kelly Scherr	\$326,655.00
RFT18-77	Traffic Signal Rebuild Southdale Rd - Verulam St	Kelly Scherr	\$273,934.20
RFT18-78	Traffic Signal Rebuild Oxford St E - Talbot St and Commissioners Rd W - Cranbrook Rd	Kelly Scherr	\$496,191.10
RFT18-81	Supply & Installation of CIPP Liner - CWWF	Kelly Scherr	\$1,111,925.00
RFT18-84	Installation of RDT at Greenway WWTC	Kelly Scherr	\$649,973.05
RFT18-85	Contractor - Construct Southeast Pressure Zone PRV Chambers	Kelly Scherr	\$2,113,067.00

APPENDIX "C"
2018 List of Administratively Awarded Tenders < \$3M Section 13.2

Document #	Project Description	Person Responsible	Cost of Award
RFT18-86	Construction - Urban Parkette in Talbot Village	John Fleming	\$189,646.02
RFT18-87	Area 4 Street Re-lamp	Kelly Scherr	\$97,517.00
RFT18-88	Six (6) portable construction air compressors	Kelly Scherr	\$131,274.00
RFT18-89	Seasonal Rental of Light Duty Pick Up Trucks	Kelly Scherr	\$378,186.00
RFT18-92	Supply and Delivery of Traffic Sign Blanks, Posts & Hardware	Kelly Scherr	\$115,957.90
RFT18-94	RSIP Funding Program - Rail Improvements	Kelly Scherr	\$337,231.79
RFT18-95	Inspection, Testing, Preventative Maintenance and Repairs of Overhead and Rolling Fire Doors	Anna Lisa Barbon	\$27,525.00
RFT18-96	Demolition of Buildings and Related Items – Various City Owned Properties	Anna Lisa Barbon	\$132,445.00
RFT18-97	Fabric Covered Building at Adelaide Operations Centre	Anna Lisa Barbon	\$128,956.00
RFT18-98	Leasing of Three (3) Tandem Axle Trucks	Kelly Scherr	\$89,136.00
RFT18-101	Supply and Delivery of Work Gloves	Bill Coxhead	\$83,314.52
RFT18-102	Installation of Actuators	Kelly Scherr	\$218,447.23
RFT18-103	Purchase of Two (2) Road Graders	Kelly Scherr	\$837,116.00
RFT18-106	Replacement of Corporate F5 BIGIP Hardware	Anna Lisa Barbon	\$143,585.50
RFT18-109	New Civic Space Development - North/East corner of York and Wellington	Scott Stafford	\$291,035.94
RFT18-110	Winter Maintenance at Various Municipally Owned Facilities	Anna Lisa Barbon	\$381,888.00
RFT18-111	Line Painting Truck	Kelly Scherr	\$421,914.00
RFT18-112	Installation of AHU at Adelaide WWTP	Kelly Scherr	\$283,000.00
RFT18-116	Local Parcel Courier Service	Barry Card	\$92,568.75
RFT18-118	Parker SWM Facility - Phase 2 SWM Facility Construction	Kelly Scherr	\$2,001,007.34
RFT18-122	Pedestrian Tunnel Under CN Rail	Kelly Scherr	\$222,939.00

APPENDIX “D”

SCHEDULE “A” – Levels of Contract Approval Authority

Sales taxes, excise taxes, goods and service taxes and duties shall be excluded in determining the price of a contract for the supply of goods or services for the purpose of the relationship of the price to the preauthorized expenditure limit. In the case of multi-year supply and/or service contracts, the preauthorized expenditure limit shall refer to the estimated annual expenditure under the contract. Emergencies as defined in Section 14.2 are exempt from this Approval Authority.

Dollar Value (excluding taxes, duty or shipping)	Tool / Procurement Process	Approval Authority	Policy Section
Under \$15,000	Purchasing Card or Purchase Order	Managing Director or any employee exercising delegated authority approval	9
Greater than \$15,000 to \$50,000	IRFQ (Informal Request for Quotation) – three written quotes. Note: A copy of the quotes must be provided to Purchasing and Supply for their records.	Managing Director or any employee exercising delegated authority approval	10
Greater than \$50,000 to \$100,000	RFQ	Managing Director or any employee exercising delegated authority approval and Manager of Purchasing and Supply (jointly)	11
Up to \$100,000	RFP	Managing Director or any employee exercising delegated authority approval and Manager of Purchasing and Supply (jointly)	12
Greater than \$100,000 to \$3,000,000	RFT without an Irregular Result	Managing Director or any employee exercising delegated authority approval and Manager of Purchasing and Supply (jointly)	13
Greater than \$3,000,000	RFT	Committee and City Council	13
Greater than \$100,000	All RFQ and RFP. RFT with an Irregular Result	Committee and City Council	11,12,13 & 8.10
Up to \$50,000	Single Source or Sole Source	Managing Director and Manager of Purchasing and Supply (jointly) – requires documented rationale	14.3 & 14.4
Greater than \$50,000	Single Source or Sole Source	Committee and City Council	14.3 & 14.4

Dollar Value (excluding taxes, duty or shipping)	Tool / Procurement Process	Approval Authority	Policy Section
Less than \$3,000,000	Contract Extensions – previously approved by City Council	Managing Director and Manager of Purchasing and Supply (jointly) – requires documented rationale	20.2
Greater than \$3,000,000	Contract Extensions – previously approved by City Council	Committee and City Council	20.2
Up to \$50,000 or 3% of the Contract Value	Contract Amendments – subject to availability of sufficient funds in appropriate accounts and budget	Managing Director or any employee exercising delegated authority approval OR Committee and City Council	20.3

Note: The City Manager may also exercise the approval authority of a Managing Director.

Note: For all IRFQ, RFQ, RFP, RFT as outlined under policy sections 8.10,10, 11, 12, and 13, the criteria and analysis to determine best value must be clearly documented if not the lowest bid.

SCHEDULE “A” – Levels of Contract Approval Authority

For the Appointment of Professional Consulting Services:

Dollar Value (excluding taxes, duty or shipping)	Tool / Procurement Process	Approval Authority	Policy Section
			15
Less than \$100,000	Appointment from Pre- approved List	Managing Director	
\$100,000 to \$365,700	Proposals invited from 3 Firms on Pre-approved List	City Council	
Greater than \$365,700	Two stages: REOI/RFQUAL and RFP	City Council	15

Note: The City Manager may also exercise the approval authority of a Managing Director.

Note:
 RFQ - Request for Quotation
 RFP - Request for Proposal
 RFT - Request for Tender
 REOI - Request for Expression of Interest
 RFQUAL - Request for Qualifications

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON APRIL 16, 2019
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER AND CATHY SAUNDERS CITY CLERK
SUBJECT:	ELECTED OFFICIALS AND APPOINTED CITIZEN MEMBERS 2019 REMUNERATION

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer and the City Clerk, the 2018 remuneration for elected officials and appointed citizen members of local boards and commissions, where stipends are paid, **BE ADJUSTED** by 2.3% over 2018 effective January 1, 2019, in keeping with Council Policy, "Remuneration for Elected Officials and Appointed Citizen Members" adopted by By-law No. CPOL.-70(a)-408.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

Strategic Priorities and Policy Committee, August 21, 2017, Item # 3, Final Report of the Council Compensation Review Task Force

Corporate Services Committee, April 17, 2018, Consent Item # 2.1, Appointed Citizen Members 2019 Remuneration

Corporate Services Committee, October 9, 2018, Consent Item # 2.4, Elected Officials Remuneration – One Third Non Taxable Allowance

BACKGROUND

In August 2017, the Final Report of the 2016 Council Compensation Review Task Force was released which most notably recommended increasing the annual stipend of a Ward Councillor to \$51,181 which was the median employment income in 2015 for full-year full-time worker, commencing this term of Council. Further, recommendation # 4 of that report recommended that the current formula for adjusting Council compensation on an annual basis be continued as set out in the "Remuneration for Elected Officials and Appointed Citizen Members" Council policy.

Based on that recommendation, Municipal Council, at its meeting held on August 22, 2017 resolved the following:

"That the following actions be taken with respect to Council compensation:

- d) the current formula for adjusting Council compensation on annual basis BE CONTINUED"

This particular Policy provided that for the salaries and honorariums of elected officials and appointed citizen members of local boards and commissions, where stipends are paid, to be adjusted "...annually on January 1st by the percentage increase reflected in the Labour Index, on the understanding that:

- if such an index reflects a negative percentage, the annual adjustment to the salaries of the elected officials and appointed citizen members will be 0%;

- on the further understanding that if the Labour Index has increased by a percentage greater than the Consumer Price Index, Ontario, the annual percentage increase in the salaries and honorariums of the elected officials and appointed citizen members will be no greater than the increase in the Consumer Price Index, Ontario; and
- whereby the escalator for annual adjustment purposes shall not be applied in those years where the non-union staff wages are frozen.”

For 2019, non-union staff wages are not frozen, so a compensation adjustment for elected officials and appointed citizen members of local boards and commissions, where a stipend is paid, would be in compliance with the Policy.

As at December of each year, the values of both the monthly Labour Index and the Consumer Price Index increases for the last 5 years, are as follows:

	Labour [A]	CPI, Ontario [B]	Lower of A & B
2018	3.2% ¹	2.3%	2.3%
2017	1.9%	1.7%	1.7%
2016	2.1%	1.8%	1.8%
2015	2.5%	1.2%	1.2%
2014	3.6%	2.4%	2.4%

Note: Stats Canada data was revised in mid-2018 within the framework of their annual review of the program which includes classifications and indices. CANSIM Table 281-0039 has now been replaced by CANSIM Table 14-10-0213-01 for the labour index based on the ‘Fixed weighted index of average hourly earnings’.

With respect to Elected Officials, the table below outlines the impact on their remuneration for 2019 with the 2.3% increase applied.

	Current Remuneration	2019 Remuneration as adjusted
Mayor	\$ 138,025	\$ 141,200
Councillor	\$ 51,181	\$ 52,358

Financial Impact

The recommended increases for 2019 have been accommodated within the approved 2016-2019 Multi-year Operating Budget.

In accordance with Council Policy, elected officials and appointed citizen members to local boards and commissions, where stipends are paid, will receive a 2.3% increase in remuneration effective (retroactively), January 1, 2019.

PREPARED BY:	RECOMMENDED BY:
IAN COLLINS DIRECTOR, FINANCIAL SERVICES	CATHY SAUNDERS CITY CLERK
RECOMMENDED BY:	
ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON APRIL 16, 2019
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT	CITY OF LONDON DAYS AT BUDWEISER GARDENS - UNITED WAY ELGIN & MIDDLESEX

RECOMMENDATION

That, on the recommendation of the City Clerk and in accordance with Council's City of London Days at Budweiser Gardens Policy, the request from the United Way Elgin & Middlesex to host the annual United Way Campaign Launch & 3M Harvest Lunch on September 18, 2019 **BE APPROVED** as a City of London Day at Budweiser Gardens.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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- Corporate Services Committee – May 7, 2013
- Corporate Services Committee – March 25, 2014
- Corporate Services Committee – February 3, 2015
- Corporate Services Committee – February 2, 2016
- Corporate Services Committee – February 7, 2017
- Corporate Services Committee – February 6, 2018

BACKGROUND

The City of London agreement with the London Civic Centre (LP) provides for five community days annually for community use at the Budweiser Gardens. The agreement makes the following provisions:

“The Landlord and the Tenant acknowledge and agree that each of them shall permit the City to have exclusive use of the Project (excluding areas over which the London Knights or other subtenants or licensees have exclusive possession) on five (5) days in each calendar year on sixty (60) days’ notice prior to the Tenant and the Landlord on an entirely rent-free basis, except as set out in this subsection, for the purpose of community events which are primarily “not for profit” in nature, on dates which do not conflict or compete with events previously arranged or booked by the Tenant for the Project. The City shall be entitled to all ticket revenue and any revenue generated by special concession at such events, and all other revenue normally derived from the Project, such as from the food and beverage facilities, shall be included in Gross Revenue. The City shall pay for all out-of-pocket direct costs incurred by the Tenant for such occasion, such as the costs of staffing, security, janitorial and maintenance services. However, the City shall not be required to pay costs that the Tenant would have incurred anyway even if the City’s event had not been held. For these purposes, “community events” means events which are primarily for civic purposes, high school, university or college sports and events, celebrations or charity events and shall include without limitation, high school and college graduations, community banquets and receptions and speaker programs but shall not include any events which have previously used the Project in accordance with normal rental or use arrangements”.

On behalf of the United Way of Elgin & Middlesex, Kelly Ziegner has submitted the attached correspondence, requesting a “rent free” day at the Budweiser Gardens for the annual United Way Campaign Launch & 3M Harvest Lunch on Wednesday, September 18, 2019.

The United Way of London & Middlesex has previously held similar fundraising events using the City of London Days at Budweiser Gardens annually since 2009. Council's City of London Days at the Budweiser Gardens Policy makes an exception for the United Way Harvest Lunch and Campaign Kick-Off to that clause in the policy that restricts groups from having more than two event days over a consecutive five-year period.

The policy for City events at the Budweiser Gardens is attached as Schedule “A” for information purposes.

RECOMMENDED BY:
CATHY SAUNDERS CITY CLERK

Attachment
/ab



United Way
Elgin Middlesex

March 29, 2019

Cathy Saunders, City Clerk
The Corporation of the City of London
300 Dufferin Ave
P.O. Box 5035
London, ON N6A 4L9

Dear Cathy:

The 2019 United Way Campaign Launch and 3M Harvest Lunch is scheduled for Wednesday, September 18, 2019 at Budweiser Gardens. We look forward to welcoming a wide cross-section of Londoners, including clients of United Way funded agencies, community leaders, local businesses and all major media outlets. The event is a great way to kick off United Way's annual fundraising campaign and celebrate our wonderful community with over 2,500 neighbours and friends.

We would like to extend our gratitude to Council for exempting this event from the maximum event days per the Policy for City of London Days at Budweiser Gardens. Declaring the event a City of London Day helps us keep costs low, so we are able to invest more in our community. We will recognize your support through logo recognition in our event materials and an opportunity for the Mayor or designate to participate in the event program. In addition, you will receive 10 promotional tickets for City staff.

Thank you for your consideration,

Kelly Ziegner
Chief Executive Officer

Enclosure



City of London Days at Budweiser Gardens Policy

Please refer to the "City of London Days at Budweiser Gardens" Council Policy on page 2 for related guidelines. Requests may be mailed to: City Clerk, PO Box 5035, London, ON, N6A 4L9 or emailed to csaunder@london.ca. Phone enquiries should be directed to the City Clerk's Office at (519) 661-2500 Ext. 4937.

Note: Adobe Reader can only save a blank copy of this form. Please print your completed form for your records.

Organization information

Organization Name	Charitable registration number (if applicable)	Request Date (YYYYMMDD)
United Way Elgin Middlesex	119260503RR0001	2019-03-25

Contact information

Contact name	Title
Harina Mokanan	Special Events Coordinator
Address	
409 King Street	
Telephone number	/ extension
519-438-1723 ext 276	
E-mail address	
	hmokanan@unitedwayem.ca

Event details

Text field - single line	Date of event (YYYYMMDD)
United Way Campaign Launch & 3M Harvest Lunch	2019-09-18

Event description (maximum 1,000 characters, attach additional details if needed)

The United Way Campaign Launch & 3M Harvest Lunch is scheduled for Wednesday, September 18, 2019. Budweiser Gardens becomes a very social atmosphere filled with a wide cross section of 2500 members of our community in attendance, from clients of United Way funded agencies to business and community leaders. The event draws significant media interest from all major media outlets who attend to report the announcement of our annual Campaign goals to the public. The event includes an 'agency fair' component, with many United Way funded agencies on site to increase awareness as to the impact of our communities contributions & donations.

Event eligibility

- ☒ City of London sponsored event
- ☐ Not-for-profit sporting event of provincial or national significance
- ☐ Major community-wide, not-for-profit civic event
- ☒ Major community-wide, not-for-profit charity event

Confirmations

- ☐ This event has not previously used the facility in accordance with normal rental or use arrangements
- ☒ Budweiser Gardens has confirmed that this date is available

CITY OF LONDON DAYS AT BUDWEISER GARDENS POLICY

1. Policy Statement

- 1.1 This policy establishes the general guidelines for utilization of City of London Days at the Budweiser Gardens for the purpose of up to five community-sponsored events on a "rent-free basis" provided the City or event sponsor pay for all direct and out-of-pocket expense incurred by the London Civic Centre Corporation.

2. Definitions

- 2.1 Not applicable.

3. Applicability

- 3.1 This policy applies to event(s) which meet the eligibility criteria set out in this policy.

4. The Policy

4.1 Eligible Events

The following types of events will be eligible:

- a) City of London-sponsored events such as opening ceremonies for sporting events and major community celebrations, which have not previously used the facility in accordance with normal rental or use arrangements.
- b) Not-for-profit sporting events which are of a provincial or national significance, including championships for high schools, colleges or universities located within the City of London, which have not previously used the facility in accordance with normal rental or use arrangements.
- c) Major not-for-profit civic events which are celebrations or charity events of a local, community-wide nature and have a direct benefit to the London community, which have not previously used the facility in accordance with normal rental or use arrangements.

4.2 Maximum Event Days

- a) The City is limited to five event days each year.
- b) No group can have more than one event day per year.
- c) No group can have more than two event days over a five-year consecutive period, with the exception of the annual United Way Harvest Lunch and Campaign Kick-Off, unless an exemption is approved by the Municipal Council due to unique circumstances.

4.3 Event Dates

The City of London shall provide sixty (60) days prior notice to Budweiser Gardens for use of the facility for a community-sponsored event, and the date of the event may not conflict or compete with events previously arranged or booked by Budweiser Gardens.

4.4 Requirements of User Groups

- a) The user group will be responsible for all direct and out-of-pocket expenses which are incurred.
- b) The user group will be responsible for entering into an agreement with the Budweiser Gardens for use of the facility and all obligations arising from that agreement.
- c) The user group will be responsible for all advertising, sponsorship and ticketing for the event subject to any conditions set out by the Budweiser Gardens.

4.5 City Contact

The City Clerk will be the primary contact for user groups and will be delegated responsibility to administer this policy.

4.6 Event Approval

City Council approval is required for all City of London Days at Budweiser Gardens events.

SCHEDULE A



City of London Days at the Budweiser Gardens Policy

Policy Name: City of London Days at the Budweiser Gardens Policy

Legislative History: Adopted June 13, 2017 (By-law No. CPOL.-27-223); Amended July 24, 2018 (By-law No. CPOL.-27(a)-397)

Last Review Date: June 25, 2018

Service Area Lead: City Clerk

1. Policy Statement

- 1.1 This policy establishes the general guidelines for utilization of City of London Days at the Budweiser Gardens for the purpose of up to five community-sponsored events on a “rent-free basis” provided the City or event sponsor pay for all direct and out-of-pocket expense incurred by the London Civic Centre Corporation.

2. Definitions

- 2.1 Not applicable.

3. Applicability

- 3.1 This policy applies to event(s) which meet the eligibility criteria set out in this policy.

4. The Policy

4.1 Eligible Events

The following types of events will be eligible:

- a) City of London-sponsored events such as opening ceremonies for sporting events and major community celebrations, which have not previously used the facility in accordance with normal rental or use arrangements.
- b) Not-for-profit sporting events which are of a provincial or national significance, including championships for high schools, colleges or universities located within the City of London, which have not previously used the facility in accordance with normal rental or use arrangements.
- c) Major not-for-profit civic events which are celebrations or charity events of a local, community-wide nature and have a direct benefit to the London community, which have not previously used the facility in accordance with normal rental or use arrangements.

4.2 Maximum Event Days

- a) The City is limited to five event days each year.
- b) No group can have more than one event day per year.
- c) No group can have more than two event days over a five-year consecutive period, with the exception of the annual United Way Harvest Lunch and Campaign Kick-Off, unless an exemption is approved by the Municipal Council due to unique circumstances.

4.3 Event Dates

The City of London shall provide sixty (60) days prior notice to Budweiser Gardens for use of the facility for a community-sponsored event, and the date of the event may not conflict or compete with events previously arranged or booked by Budweiser Gardens.

4.4 Requirements of User Groups

- a) The user group will be responsible for all direct and out-of-pocket expenses which are incurred.
- b) The user group will be responsible for entering into an agreement with the Budweiser Gardens for use of the facility and all obligations arising from that agreement.
- c) The user group will be responsible for all advertising, sponsorship and ticketing for the event subject to any conditions set out by the Budweiser Gardens.

4.5 City Contact

The City Clerk will be the primary contact for user groups and will be delegated responsibility to administer this policy.

4.6 Event Approval

City Council approval is required for all City of London Days at Budweiser Gardens events.

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON APRIL 16, 2019
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT:	INTEGRITY COMMISSIONER AGREEMENT

RECOMMENDATION

That on the recommendation of the City Clerk, with the concurrence of the Managing Director, Corporate Services and City Solicitor, the following actions be taken with respect to the appointment of an Integrity Commissioner for The Corporation of the City of London and local boards:

- a) the staff report, dated April 16, 2019, entitled “Integrity Commissioner Agreement” BE RECEIVED;
- b) the proposed by-law attached as Appendix “A” being “A by-law to approve an Agreement for Municipal Integrity Commissioner between The Corporation of the City of London and Gregory F. Stewart and to appoint Gregory F. Stewart as the Integrity Commissioner for the City of London and to repeal By-law A.-7405-156, being “A by-law to approve an Agreement for Municipal Integrity Commissioner between The Corporation of the City of London and Gregory F. Stewart and to appoint Gregory F. Stewart as the Integrity Commissioner for the City of London” BE INTRODUCED at the Municipal Council meeting to be held on April 23, 2019; and,
- c) the City Clerk BE DIRECTED to make the necessary arrangements to have the Mayor and the Clerk execute the Agreement referenced in b) above.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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November 24, 2015, Report from City Clerk to the Chair and Members of the Corporate Services Committee regarding “RFP15-35 – Appointment of an Integrity Commissioner”

December 15, 2015 verbal report from the Managing Director, Corporate Services and Chief Human Resources Officer regarding the progress of the targeted recruitment for an Integrity Commission for the Corporation

March 19, 2019 Report from the City Clerk to the Chair and Members of the Corporate Services Committee regarding the “Integrity Commissioner”.

BACKGROUND

The Municipal Council resolved the following at its meeting held on March 26, 2019:

- “That on the recommendation of the City Clerk, with the concurrence of the Managing Director, Corporate Services and City Solicitor, the following actions be taken with respect to the appointment of an Integrity Commissioner for The Corporation of the City of London and local boards:
- a) the staff report, dated March 19, 2019, entitled “Integrity Commissioner” BE RECEIVED;

b) the City Clerk and the Managing Director, Corporate Services and City Solicitor BE DIRECTED to bring forward a draft Agreement between The Corporation of the City of London and Gregory F. Stewart for the provision of services as The Corporation of the City of London's and local boards' Integrity Commissioner for the term ending May 31, 2021, based on the same conditions set out in the current Agreement, for consideration at the April 16, 2019 meeting of the Corporate Services Committee;

c) the City Clerk BE DIRECTED to bring forward to the April 16, 2019 meeting of the Corporate Services Committee, a proposed by-law to appoint Gregory F. Stewart as the Integrity Commissioner for The Corporation of the City of London and local boards."

In response to the above-noted direction attached as Appendix "A" to this report, is a proposed by-law to approve an Agreement between The Corporation of the City of London and Gregory F. Stewart to serve as the Integrity Commissioner for The Corporation of the City of London and to appoint Mr. Stewart as the City of London's Integrity Commissioner until March 31, 2021. Also attached to the by-law is the "The Corporation of the City of London Integrity Commissioner Terms of Reference".

In accordance with section 223.3(1) of the *Municipal Act, 2001*, the Integrity Commissioner shall carry out the following functions:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to members of council and of local boards.
4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*.

The functions of the Integrity Commissioner have been expanded to include the following new matters, noting that these functions are mandatory:

- a) the application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to members of council and of local boards;
- b) requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member;
- c) requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members;

- d) requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*; and
- e) the provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*.

In addition, the Integrity Commissioner has the authority to conduct inquiries concerning alleged contraventions of section 5, 5.1 or 5.2 of the *Municipal Conflict of Interest Act* by a member of council or a local board:

- a) an Integrity Commissioner may conduct an inquiry into any such matter if made on the application of an elector or a person demonstrably acting in the public interest;
- b) time restrictions apply with respect to when an application may be made and when the Integrity Commissioner must complete the inquiry;
- c) upon completion of the inquiry an Integrity Commissioner may exercise their discretion and apply to a judge for a determination as to whether the member has contravened section 5, 5.1 or 5.2 of the *Municipal Conflict of Interest Act*; and
- d) the costs of an Integrity Commissioner's application to a judge are to be paid by the municipality or the local board.

The expanded powers and role of the Integrity Commissioner have been incorporated into the Terms of Reference attached to the proposed by-law.

Discussion

The attached proposed Agreement with the Integrity Commissioner sets an hourly rate of \$250.00 per hour, plus applicable taxes, for time devoted to services as an Integrity Commissioner.

Mr. Stewart has reviewed the proposed Agreement and has indicated his willingness to be appointed as the Integrity Commissioner based on the terms and conditions set in attached Agreement.

The Civic Administration recommends that Mr. Stewart be appointed as The Corporation of the City of London's Integrity Commissioner for an additional two years with the term of the Agreement ending on May 31, 2021.

PREPARED AND RECOMMENDED BY:	REVIEWED AND CONCURRED BY:
CATHY SAUNDERS CITY CLERK	BARRY CARD, MANAGING DIRECTOR, CORPORATE SERVICES AND CITY SOLICITOR

Appendix “A”

Bill No.
2019

By-law No. A.-

A by-law to approve an Agreement for Municipal Integrity Commissioner between The Corporation of the City of London and Gregory F. Stewart and to appoint Gregory F. Stewart as the Integrity Commissioner for the City of London and to repeal By-law A.-7405-156, being “A by-law to approve an Agreement for Municipal Integrity Commissioner between The Corporation of the City of London and Gregory F. Stewart and to appoint Gregory F. Stewart as the Integrity Commissioner for the City of London”.

WHEREAS section 10(2)(2) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, authorizes a municipality to pass by-laws regarding the accountability and transparency of the municipality and its operations and of its local boards and their operations;

AND WHEREAS a Code of Conduct for Members of Council was adopted by by-law and The Corporation of the City of London Code of Conduct for Members of Council Complaint Protocol was adopted by resolution of The Corporation of the City of London;

AND WHEREAS section 223.3 of the *Municipal Act 2001*, S.O. 2001, c. 25, as amended, and the City of London Code of Conduct for Members of Council and The Corporation of the City of London Code of Conduct for Members of Council Complaint Protocol establish responsibilities, powers and duties of an Integrity Commissioner;

AND WHEREAS Council of The Corporation of the City of London deems it expedient to appoint an Integrity Commissioner in accordance with the *Municipal Act, 2001*, S.O. 2001, c.25, as amended;

NOW THEREFORE the Council of The Corporation of the City of London hereby enacts as follows:

1. That Gregory F. Stewart be hereby appointed as the Integrity Commissioner for the City of London and deemed to be an officer for the purposes of the *Municipal Act, 2001* S.O. 2001, c.25, as amended.
2. The Agreement attached hereto as Schedule “A” of this by-law is hereby authorized and approved.
3. The Mayor and the Clerk be hereby authorized to execute the Agreement authorized and approved in clause 2 above.
4. By-law No. A.-7405-156, being “A by-law to approve an Agreement for Municipal Integrity Commissioner between The Corporation of the City of London and Gregory F. Stewart and to appoint Gregory F. Stewart as the Integrity Commissioner for the City of London”, passed by Municipal Council on May 17, 2016 is hereby repealed.

5. This by-law comes into force and effect on June 1, 2019.

PASSED in Open Session on April 23, 2019.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First reading – April 23, 2019

Second reading – April 23, 2019

Third reading – April 23, 2019

SCHEDULE "A"

AGREEMENT FOR MUNICIPAL INTEGRITY COMMISSIONER

THIS AGREEMENT made this _____ day of _____, 2019.

BETWEEN:

THE CORPORATION OF THE CITY OF LONDON

(hereinafter referred to as the "City")

OF THE FIRST PART

AND:

GREGORY F. STEWART

(hereinafter referred to as "Stewart" and or the "Integrity Commissioner")

OF THE SECOND PART

WHEREAS section 223.3 of the *Municipal Act, 2001* authorizes the City to appoint an Integrity Commissioner who reports to Municipal Council and who is responsible for performing in an independent manner the functions assigned by Municipal Council in accordance with the legislation and the Municipal Council approved "The Corporation of the City of London Integrity Commissioner Terms of Reference" attached hereto as Schedule 1;

WHEREAS the City wishes to retain Stewart as its Integrity Commissioner under the authority of the *Municipal Act, 2001* to perform the duties and responsibilities of that office pursuant to the terms of the legislation and this Agreement;

NOW THEREFORE, in consideration of the covenants hereinafter set forth, and other good and valuable consideration, the sufficiency and receipt of which consideration is hereby acknowledged, the parties hereto agree as follows:

1. Term - The term of this Agreement is for the period commencing June 1, 2019 (the "commencement date") and ending on May 31, 2021.
2. Services - The City hereby retains and appoints Stewart as Integrity Commissioner in accordance with the *Municipal Act, 2001* and Stewart accepts such appointment and agrees to perform the functions of Integrity Commissioner in accordance with this Agreement and the "The Corporation of the City of London Integrity Commissioner Terms of Reference" attached hereto as Schedule 1 and as set out in the "Code of Conduct for Members of Council" and "The Corporation of the City of London Code of Conduct for Members of Council Complaint Protocol", the "Code of Conduct for Local Boards" and "The Corporation of the City of London Code of Conduct for Members of Local Boards Complaint Protocol" and as requested by the Council or Members of Council at all times in accordance with this Agreement and the *Municipal Act, 2001*.
3. Functions - As Integrity Commissioner, Stewart shall perform the functions and have the powers provided for in the Act, including but not limited to the following:

- (1) *Advisory*: Upon proper request, provide written and/or verbal advice to individual members of Council respecting the application of the Code of Conduct for Members of Council and City's Code of Conduct for Members of Council Complaint Protocol, hereinafter collectively referred to as the "Code of Conduct for Members of Council" and/or any other procedures, rules, and policies relating to and reflecting upon their ethical behavior, including but not limited to general interpretation of the *Municipal Conflict of Interest Act*; and furthermore and when appropriate, provide the full Council with specific and general opinions and advice respecting compliance by elected officials in respect of the provisions of governing statutes, the Code of Conduct for Members of Council and any other applicable procedures, rules, and policies.

The Integrity Commissioner may be requested to provide such advice confidentially to the Member of Council making the request in respect of specific facts, and in a way in which the Member of Council may rely upon the advice provided. In such circumstances and where the Integrity Commissioner is requested to do so, he may provide advice in a general way to all Members of Council respecting the interpretation of the Code of Conduct for Members of Council.

Upon proper request, provide written and/or verbal advice to individual members of Local Boards respecting the application of the Code of Conduct for Members of Local Boards and The Corporation of the City of London Code of Conduct for Members of Local Boards Complaint Protocol, hereinafter collectively referred to as the "Code of Conduct for Members of Local Boards" and/or any other procedures, rules, and policies relating to and reflecting upon their ethical behavior, including but not limited to general interpretation of the *Municipal Conflict of Interest Act*; and furthermore and when appropriate, provide the Local Boards with specific and general opinions and advice respecting compliance by Local Board Members in respect of the provisions of governing statutes, the Code of Conduct for Member of Local Boards and any other applicable procedures, rules, and policies

- (2) *Compliance Investigation/Determinations*: Upon receipt of a complaint, the Integrity Commissioner shall assess the validity of the complaint to determine if it is appropriate and within the mandate of the Integrity Commissioner to investigate any alleged contraventions of the Code of Conduct for Members of Council and/or the Code of Conduct for Members of Local Boards identified in the complaint. Where the Integrity Commissioner has determined that the allegations made would, if substantiated, constitute a breach of the Code of Conduct for Members of Council and/or the Code of Conduct for Members of Local Boards, the Integrity Commissioner will investigate the alleged breach.
- (3) *Inquiry under s 223.4 of the Municipal Act, 2001*: Upon proper request from a member of Council or local board, municipal administration or one or more members of the public and having determined it is appropriate in the circumstances to initiate an inquiry under Subsection 223.4 of the *Municipal Act, 2001*, the Integrity Commissioner will conduct an inquiry and make a determination as to any alleged contravention of the Code of Conduct for Members of Council and/or the Code of Conduct for Members of Local Boards or applicable procedures, rules and policies by a member of Council and/or member of a local board and, thereafter, will report to Council and/or the local board the details and results of such inquiry.

- (4) *Reporting*: The Integrity Commissioner shall file an annual report to Municipal Council and local boards respecting the advice, education and investigations carried out in the previous year, and developments or recommendations of significance related to the role of the City's Integrity Commissioner.
- (5) *Educational*: The Integrity Commissioner shall provide outreach programs to members of Council and local boards and relevant staff on legislation, protocols, and office procedures emphasizing the importance of compliance with a Code of Conduct for Members of Council and the Code of Conduct for Members of Local Boards for public confidence in Municipal Government; and, furthermore, dissemination of information available to the public on the website operated by the City and local board.
- (6) *Municipal Conflict of Interest Act*: Members of Council and Members of local boards are governed by the *Municipal Conflict of Interest Act*. The Integrity Commissioner when requested by a Member of Council or Member of a local board will provide advice respecting their obligations under the *Municipal Conflict of Interest Act*. The Integrity Commissioner may provide educational information to Members of Council and/or Members of local boards, the municipality and the public about the *Municipal Conflict of Interest Act*. The Integrity Commissioner is to receive and conduct such formal or informal processes as may be appropriate, in accordance with the *Municipal Conflict of Interest Act*.
- (7) *Clarification or Withdrawal*: If the Integrity Commissioner is unclear about the substance of a request for advice, or if the Integrity Commissioner is unclear as to whether a request received from a Member of Council or a Member of a local board is a request for advice or a request for an investigation, then before commencing work on the matter, the Integrity Commissioner will seek clarification from the Member of Council or Member of the local board who referred the matter. Likewise, if as a result of any action taken by the Integrity Commissioner the Member of Council or the Member of a local board who referred the matter believes the action is not what was intended, the Member of Council or the Member of a local board may provide clarification to the Integrity Commissioner or may withdraw their request.
- (8) *Report to Council or local board*: The Integrity Commissioner is responsible for performing the duties set out in this section independently, and shall report directly to Council or local board in respect of all such matters.
- (9) *Documents*: The Integrity Commissioner shall provide electronic copies of any reports to the City Clerk or the secretary of the local board who shall be responsible for ensuring distribution to the appropriate individuals, except for matters received as fact-specific requests from individual Members of Council or individual member of a local board, in which case the Integrity Commissioner shall correspond directly with that individual Member of Council or individual member of a local board.

4. Fees

Hourly Rate - Stewart will be paid a fee of TWO HUNDRED FIFTY DOLLARS PER HOUR (\$250.00/hour), plus applicable taxes, for time devoted to services as Integrity Commissioner for the City of London.

- a) Expenses – Stewart will be entitled to reimbursement of expenses incurred in relation to performance of duties contemplated by this Agreement, including but not limited to food and hotel costs, car rental, railway transportation, and/or mileage charges, all at the respective municipal rates then in effect.
- b) Legal Advice/Fees - The parties agree that, when necessary, Stewart may arrange for and receive legal assistance and advice to properly perform the duties contemplated by this Agreement. The parties agree that, as a direct cost and not as a reimbursable expense, the City of London shall pay the cost of such legal assistance and advice.

5. Reviewing Records - If requested by the City, the Integrity Commissioner shall make available to the City such time sheets, accounts, records, receipts, vouchers and other documents as the City Solicitor or City Clerk considers necessary for the purpose of substantiating the Integrity Commissioner's invoices.

The City may, at any time and from time to time during the term of this Agreement and up to ten (10) years following its termination or expiry, audit and inspect the Integrity Commissioner's accounts, records, receipts, vouchers, records of accessible customer service training (if applicable), and other similar documents relating to performance of the duties herein and shall have the right to make copies thereof and take extracts therefrom.

The Integrity Commissioner shall make available to the City the materials referred to in this section in order that the City may carry out audits and inspections as provided in this section and shall furnish the City and its authorized representative with such information as they may from time to time require. The Integrity Commissioner shall furnish such materials to the City within such timeframe as is reasonably required by the City. Without limiting the generality of the foregoing, the Integrity Commissioner shall furnish any required records of accessible customer service training to the City within ten (10) business days of the City's request, unless otherwise agreed upon by the City.

6. Confidential Process - During the term of this Agreement, pursuant to Subsection 223.5 of the *Municipal Act, 2001*, the Integrity Commissioner is entitled to have access to all books, financial records, electronic data, processing records, reports, files and any other papers, things or property belonging to or used by the municipality or a local board that the Integrity Commissioner believes to be necessary for an inquiry.

The Integrity Commissioner and every person acting under the instructions of the Integrity Commissioner shall reasonably preserve secrecy with respect to all matters that come to their knowledge in the course of carrying out any of the duties of the Integrity Commissioner under this Agreement, except as required by law in a criminal proceeding or in accordance with Subsection 223.5(1) of the *Municipal Act, 2001*.

Where the Integrity Commissioner reports to the City or a local board that in their opinion, a Member of Council or a member of a local board has contravened the Code of Conduct for Members of Council or the Code of Conduct for Members of Local Boards, the Integrity Commissioner may disclose in the report such matters as in the Integrity Commissioner's opinion are necessary, subject to applicable law.

If the Integrity Commissioner, when conducting an inquiry, determines that there are reasonable grounds to believe that there has been a contravention of the *Criminal Code of Canada* or of any other Act, the Integrity Commissioner shall immediately refer the matter to the appropriate authorities and suspend the inquiry until any resulting police investigation and charge has been finally disposed of, and shall report the suspension to Council or the local board.

Except as may be required by law, the Integrity Commissioner shall not disclose confidential information that was the subject of a closed meeting under Section 239 of the *Municipal Act, 2001*, or which could identify a person concerned.

In the event the Integrity Commissioner believes access is required to files and documents for which solicitor-client privilege is claimed, the Integrity Commissioner shall discuss such request with the City Solicitor or the Solicitor for the local board and, if in the opinion of the City Solicitor or the Solicitor for the local board, such request needs to be discussed with City Council or the local board, then the direction of City Council or the local board will be sought by the City Solicitor or Solicitor for the local board, with the exclusion of the Member(s) of Council or Member of a local board, if any, under investigation.

Upon receipt of a formal complaint pursuant to the Code of Conduct for Members of Council or the Code of Conduct for Local Boards, and where the Integrity Commissioner determines that the complaint meets the criteria to be investigated, the Integrity Commissioner may elect to conduct an informal investigation or alternatively to exercise the powers of a Commission under Parts I and II of the *Public Inquiries Act*, as contemplated by Subsection 223.4(2) of the Act.

Upon receipt of a formal complaint pursuant to the Code of Conduct for Members of Council or the Code of Conduct for Local Boards, the Integrity Commissioner will first determine whether the complaint is invalid by virtue of the reason that the Integrity Commissioner determines the complaint to be,

- a) outside of the jurisdiction of the Integrity Commissioner;
- b) frivolous or vexatious;
- c) made in bad faith or without substance; or
- d) insufficient basis to conduct an investigation, including not relevant to the objectives of the *Municipal Act, 2001*, the Council Code of Conduct for Members of Council or the Code of Conduct for Local Boards or in the public interest.

Where the Integrity Commissioner so determines, they shall report the nature of the formal complaint and the reason for not investigating to Municipal Council or the local board.

If the Integrity Commissioner is satisfied that a formal complaint regarding a Member of Council or a Member of a local board does not contain sufficient information to set out in a *prima facie* contravention of the Code of Conduct for Members of Council or the Code of Conduct for Members of Local Boards, the Integrity Commissioner shall stay any inquiry into the complaint. The Integrity Commissioner shall notify the complainant that the matter is stayed and provide an opportunity for the complainant to provide additional information to allow the Integrity Commissioner to determine whether there has been a possible contravention of the Code of Conduct for Members of Council or the Code of Conduct for Local Boards. Where satisfied that the information sets out a *prima facie* contravention of the Code of Conduct for Members of Council or the Code

of Conduct for Local Boards, the Integrity Commissioner shall lift the stay and conduct the inquiry and where not satisfied, the Integrity Commissioner shall file a report setting out that decision.

If the Integrity Commissioner is satisfied, after considering the information contained in the complaint and any other relevant information, that a complaint regarding a Member of Council or a Member of a local board is frivolous, vexatious or not made in good faith, or where the complaint is not within the mandate of the Integrity Commissioner, they shall not conduct an inquiry. Where this becomes apparent in the course of an inquiry, the Integrity Commissioner shall terminate the inquiry and prepare and file a report to Council or the local board.

7. Insurance - During the term of this Agreement, the Integrity Commissioner shall procure and maintain errors and omissions insurance of not less than \$2 million.

The insurance as required under this section shall not be terminated, cancelled or materially altered unless written notice of such termination, cancellation or material is given by the insurers to the City at least sixty (60) clear days before the effective date thereof. Any revisions must be submitted to the City Solicitor for approval.

The Integrity Commissioner shall provide the City with a certificate of insurance indicating compliance with this section upon execution of this Agreement.

8. General Indemnity

The City will save harmless and fully indemnify the Integrity Commissioner, both during and following the term of this Agreement, from and against all costs, actions, suits, claims, demands whatsoever incurred in the course of actions taken within the terms of the duties to be performed by the Integrity Commissioner described herein, for any act done in good faith in the performance or intended performance of a duty or authority under the *Municipal Act, 2001* or a by-law passed under it or for any alleged neglect or default in the performance in good faith of the duty or authority. The City shall indemnify the Integrity Commissioner by i) assuming the cost of defending the Integrity Commissioner in an action or proceeding; ii) paying any damages or costs awarded against the Integrity Commissioner as a result of an action or proceeding, iii) paying, either by direct payment or by reimbursement, any expenses reasonably incurred by the Integrity Commissioner as a result of an action or proceeding or iv) paying any sum required in connection with the settlement of an action or proceeding, to the extent that such costs, damages, expenses or sums are not assumed, paid or reimbursed under any provision of any insurance maintained by the City or the Integrity Commissioner for the benefit and protection of them against any liability incurred by them. The City shall have the right to select and retain the lawyer to represent the Integrity Commissioner in circumstances where they seek indemnity pursuant to this Agreement and shall have the right to approve any settlement of any action or proceeding. Where the Integrity Commissioner is served with any process issued out of or authorized by any court, administrative tribunal or other administrative, investigative or quasi-judicial body in connection with any action or proceeding, they shall deliver a copy of the process forthwith to the City Solicitor if they are seeking indemnity under this Agreement. The Integrity Commissioner shall cooperate fully with the City and any lawyer retained by the City to defend such action or proceeding and shall make available to such lawyer all information and documents relevant to the matter subject to applicable requirements of privilege and confidentiality.

9. Conflict of Interest - The Integrity Commissioner represents that no known conflict of interest is likely to interfere with the duties which arise from this appointment, and further, that these duties will be carried out in an impartial and neutral manner: skillfully, competently, independently and in accordance with all applicable law.

If the Integrity Commissioner becomes aware of circumstances where a conflict of interest could arise, the Integrity Commissioner shall:

- a) advise the City Solicitor immediately in writing of the nature of the conflict; and,
- b) refrain from conducting any further investigation or providing advice on the matter at issue until further direction is given by the City Solicitor.

Upon receipt of a notice in writing from the Integrity Commissioner in accordance with this section the City may:

- a) suspend or terminate this Agreement; or
 - b) request the Integrity Commissioner to remove themselves from an investigation/inquiry or to stop any further work on a matter, in which case, the Integrity Commissioner shall immediately make arrangements to transfer all related documentation to the City Solicitor or City Clerk as soon as possible. In that case, the City Solicitor may retain another person to conduct the investigation/inquiry or to carry on the work in question in place of the Integrity Commissioner, as the City Solicitor deems appropriate.
10. No Amendment - This Agreement may only be amended in writing, duly executed by the authorized representatives of the parties.
11. Independent Contractor - Notwithstanding the appointment as a statutory officer, the parties agree and acknowledge that Stewart is a contractor independent of the City. Nothing in this Agreement shall be interpreted to render or create a relationship of employer/employee, partnership, franchise, agency, joint venture or other like arrangement as between Stewart and the City of London.
12. Statutory Officer - For all purposes relating to this Agreement, the Integrity Commissioner shall be deemed to hold the status of "Statutory Officer" under the *Municipal Act, 2001*.
13. Early Termination - This Agreement may be terminated by either party upon fifteen (15) days' written notice of early termination, delivered during the term of this Agreement.
14. Notice - Any notice required pursuant to this Agreement shall be delivered to the respective parties hereto at the following addresses:

For the City of London:
300 Dufferin Avenue
PO Box 5035
London, Ontario
N6A 4L9

Attention: City Manager

For Gregory F. Stewart:
Donnelly Murphy Lawyers Professional Corporation
18 The Square
Goderich, Ontario
N7A 3Y7

Any written notice between the parties hereto pursuant to this Agreement which specifically excludes any invoice rendered herein, shall be delivered or sent by pre-paid registered mail addressed to the parties at the respective addresses listed above. Notice shall be deemed to have been received on the date on which notice was delivered to the addresses designated or, in the case of mailing, on the fifth day after the date of mailing.

15. Severability - All paragraphs, terms, and conditions of this Agreement are severable and the invalidity, illegality or unenforceability of any such paragraph, term, or condition shall be deemed not to affect the validity, legality, or enforceability of the remaining paragraphs, terms and conditions.
16. Complete Agreement - This Agreement constitutes the entire Agreement between the parties and supersedes all prior Agreements, negotiations and discussions, whether oral or written, with respect to the subject matter of this Agreement.
17. Amendments to Code of Conduct -The City may in writing at any time after the execution of this Agreement or the commencement of the duties delete, extend, vary or otherwise alter the Code of Conduct and the duties forming the subject of this Agreement. The City shall consult with the Integrity Commissioner prior to changing the duties.

IN WITNESS WHEREOF the parties are to have caused the Agreement to be signed and sealed and/or executed by their respective officers which are duly authorized as of the date first written above.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

THE CORPORATION OF THE CITY OF
LONDON

Per:

Mayor

Per:

Clerk

We have authority to bind the Corporation

Gregory F. Stewart

Schedule “1”

The Corporation of the City of London Terms of Reference for the Integrity Commissioner

1. Policy Statement

This Policy establishes a Terms of Reference for The Corporation of City of London Integrity Commissioner in accordance with section 223.3 of the *Municipal Act, 2001*.

2. Definitions

None.

3. Applicability

This Policy applies to all Members of Council and Local Boards.

4. The Policy

4.1 The Integrity Commissioner is an independent officer, appointed by Council by by-law passed under section 223.3 of the *Municipal Act, 2001*. The Integrity Commissioner reports directly to Council or Local Boards and functions independently of the Civic Administration and Local Board Administration.

4.2 Municipal Council

In accordance with section 223.3(1) of the *Municipal Act, 2001*, the Integrity Commissioner shall carry out the following functions:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to members of council and of local boards.
4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*.

The duties of the Integrity Commissioner with respect to Municipal Council are to:

- a) provide advice to Members of Council on the application of the City's Code of Conduct for Members of Council and any procedures, rules and policies of the municipality governing the ethical behaviour of Members of Council;

- b) provide advice to Members of Council on the application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act*;
- c) receive and conduct such formal or informal processes as may be appropriate (including inquiries or mediations), in accordance with the Council approved Complaint Protocol, concerning complaints by the Council, or any person that a Member of Council has contravened the City's Code of Conduct for Members of Council, the *Municipal Conflict of Interest Act*, or rules and policies of the municipality governing the ethical behaviour of Members of Council;
- d) report to Council, in writing, where an inquiry under part c) has been conducted and the Integrity Commissioner is of the opinion that a Member of Council has contravened the Code of Conduct for Members of Council and/or and include any recommendations with respect to the inquiry for the Council to consider;
- e) report to Council annually, in writing, summarizing any activities undertaken and advice given; and,
- f) provide such training and written reference materials, upon the request of Municipal Council, for distribution to and use by Members of Council and the public regarding the role of the Integrity Commissioner, the obligations and responsibilities of Members of Council under the City's Code of Conduct for Members of Council and under the *Municipal Conflict of Interest Act*, the meaning of the City's Code of Conduct for Members of Council and any procedures, rules and policies of the municipality governing the ethical behaviour of Members of Council under the City's Code of Conduct for Members of Council and the *Municipal Conflict of Interest Act*.

4.3 Local Boards

The duties of the Integrity Commissioner with respect to Local Boards are to:

- a) provide advice to Members of Local Boards on the application of the City's Code of Conduct for Local Boards and any procedures, rules and policies of the Local Boards governing the ethical behaviour of Members of Local Boards;
- b) provide advice to Members of Local Boards on the application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act*;
- c) receive and conduct inquiries, in accordance with the Council approved Complaint Protocol for Local Boards, into requests by Local Boards, a Members of the Local Boards or a member of the public about whether a Member of a Local Board has contravened the City's Code of Conduct for Local Boards;
- d) receive and conduct inquiries or initiate inquiries about whether a Member of a Local Board has contravened the *Municipal Conflict of Interest Act*, in accordance with sections 5, 5.1 and 5.2 of the Act;
- e) report to the Local Board, in writing, where an inquiry has been conducted under part c) and the Integrity Commissioner is of the opinion that a Member of the Local Board has contravened the Code of Conduct for Members of Local Boards and include any recommendations with respect to the inquiry for the Local Board to consider;

- f) report to Local Boards, annually, in writing, summarizing any activities undertaken and advice given; and
- g) provide such training and written reference materials, upon the request of Local Boards, for distribution to and use by Members of Local Boards and the public regarding the role of the Integrity Commissioner, the obligations and responsibilities of Members of Local Boards under the City's Code of Conduct for Members of Local Boards and under the *Municipal Conflict of Interest Act*, the meaning of the City's Code of Conduct for Members of Local Boards and any procedures, rules and policies of the Local Boards governing the ethical behaviour of Members of Local Boards under the City's Code of Conduct for Members of Local Boards and the *Municipal Conflict of Interest Act*.

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON APRIL 16, 2019
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT	CITY OF LONDON / WESTERN FAIR ASSOCIATION LANDS ARCHAEOLOGICAL STUDY

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, with the advice of the Director, Financial Services and the Manager of Realty Services, the following actions be taken:

- a) the Civic Administration **BE AUTHORIZED** to contribute 50% of the costs related to the Archaeological Fieldwork and its associated repairs for work done on lands jointly owned by the City of London and the Western Fair Association as outlined in Appendix ‘B’; and
- b) the financing of this project **BE APPROVED** in accordance with the “Source of Financing Report” attached hereto as Appendix ‘A’.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

- June 20, 2016 – Corporate Services Committee – City – WFA Lease Agreement – Grand Stand
- June 20, 2017 – Corporate Services Committee – City of London/ Western Fair Association Lease Agreement WFA Intention to Demolish Building at 316 Rectory
- September 24, 2018 – Planning and Environment Committee – The Western Fair Association and The Corporation of the City of London 900 King Street and 925 Dundas Street

BACKGROUND

In 2018, the Western Fair Association and the Corporation of the City of London brought forward a Zoning By-Law Amendment to change the existing zoning for lands owned jointly (50/50) by the City of London and the Western Fair Association municipally known as 900 King Street and 925 Dundas Street. Through that process it was identified that further archaeological field work would be required. As the former site of the St. Paul’s Cemetery, the west and east parking areas of the property at 900 Kings Street has high archaeological potential, including the potential for the discovery of human remains. A Stage 1 Archaeological Assessment (Timmins Martelle Heritage Consultants, July 2018, P074-005-2018) confirmed the requirement for further archaeological work.

Although a by-law was approved to amend By-Law No. Z.-1 to rezone an area of land located at 900 King Street and 925 Dundas Street and to amend Section 2 (Definitions), a number of holding provisions were placed on the zoning, one of which related to ensuring that potential archaeological matters are addressed.

DISCUSSION

As the Western Fair Association (WFA) looks to develop a Master Site Plan for future uses of the property, it was identified to city staff at a Lease Oversight Committee meeting that it would be appropriate at this time to start undertaking some of the archaeological fieldwork around the Canada-Progress Buildings to better inform WFA's planning for possible re-development. As the land is jointly owned by both the WFA and the City of London, the WFA is seeking the City to contribute 50% of the cost of the archaeological fieldwork on the lands and 50% of the cost related to return the lands back to their current state (repair). Attached in Appendix "A" is the request from the Western Fair Association along with the cost estimates related to fieldwork and repairs.

Financial Impact

Based on the cost estimates provided, the WFA is seeking the City to contribute a one-time amount of \$100,000. The funding is identified in Appendix 'B' (Source of Financing attached).

CONCLUSION

The proposed request with supporting materials have been discussed at the Lease Oversight Committee and City staff are recommending Municipal Council approve the request from the Western Fair Association to undertake archaeological fieldwork along the west face of the Canada Building and the south faces of the Canada-West Annex-Progress Buildings. This work will better inform future use of the lands jointly owned by the City and WFA and partially address the holding provisions that have been put in place on the recent zoning amendment.

PREPARED BY:	PREPARED BY:
BILL WARNER MANAGER OF REALTY SERVICES	IAN COLLINS DIRECTOR, FINANCIAL SERVICES
RECOMMENDED BY:	
ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

April 5, 2019

Attachments

- Appendix 'A'
- Source of Financing
- Appendix 'B'
- Letter dated June April 4, 2019

APPENDIX 'A'

Chair and Members
Corporate Services Committee

#19058
April 16, 2019
(Archaeological Study)

RE: City of London/Western Fair Association Lands
Archaeological Study (Subledger FG190011)
Capital Project GG1053 - WFA Archaeological Study
Western Fair Association - \$100,000.00

FINANCE & CORPORATE SERVICES REPORT ON THE SOURCES OF FINANCING:
Finance & Corporate Services confirms that the cost of this project, although not included in the Capital Budget, can be accommodated with a transfer from Capital Receipts and that, subject to the adoption of the recommendations of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the detailed source of financing for this project would be:

<u>ESTIMATED EXPENDITURES</u>	<u>Approved Budget</u>	<u>This Submission</u>	<u>Revised Budget</u>
Consulting	\$0	\$100,000	\$100,000
NET ESTIMATED EXPENDITURES	<u>\$0</u>	<u>\$100,000</u> 1)	<u>\$100,000</u>
<u>SOURCE OF FINANCING:</u>			
Capital Receipts 1)	\$0	\$100,000	\$100,000
TOTAL FINANCING	<u>\$0</u>	<u>\$100,000</u>	<u>\$100,000</u>

1) The one-time funding requirement of \$100,000 is available as a transfer from Capital Receipts (unused capital levy). Administration has identified a number of capital projects that are completed and will have funds released to the Capital Receipts account on the 2018 Year-End Capital Monitoring Report.



Kyle Murray
Director of Financial Planning & Business Support

ms



westernfairdistrict.com
Music | Dining | Gaming | Shopping | Sports

P.O. Box 7550
London ON Canada N5Y 5P8

t 519.438.7203
1.800.619.4629 (Toll free)

April 4, 2019

Anna Lisa Barbon
City of London
300 Dufferin Avenue
London ON N6A 4L9

RE: WFA Archaeological Study

Dear Anna Lisa,

The Western Fair Association (WFA) would like to submit the following request for consideration by Corporate Services at their April 16th meeting.

The following outlines WFA's objective to complete the first phase of Stage 2-4 Archeological Fieldwork along the west face of the Canada Building and the south faces of the Canada-West Annex-Progress Buildings, as well as repaving the area.

As WFA begins the process of developing its Master Site Plan, the most probable area of re-development is on the site of the Canada-Progress Buildings and completing this fieldwork now will clear the way for future development in this critical area of the site. As joint owners of the land, WFA is requesting that the City of London contribute 50% of the costs to complete any fieldwork and repairs as detailed in the 2018 Stage 1 Archeological Assessment of the site prepared by Timmins-Martelle as part of the rezoning process. The costs to complete, and the limited scope of work being contemplated are included in the two attachments. The total estimated cost before HST is \$176,077.50. To avoid any disruption to the annual Fair in September, WFA prefers to begin the fieldwork this spring (May 2019).

Thank you in advance for your time and should you require any further information, please do not hesitate to contact me.

Regards,

Reg Ash, CEO

cc: Ian Collins, Director, Financial Services

RA/II
Encl.



**Timmins Martelle
Heritage Consultants Inc.**

@ the Museum of Ontario Archaeology
1600 Attawandaron Road
London, Ontario N6G 3M6
Phones (519) 641-7222
Fax (519) 641-7220

February 1, 2019

Sent by EMAIL

Mr. Hugh Elliott
Western Fair District
900 King Street East,
London Ontario
N5W 5K3
riccsl@rogers.com

Hi Hugh,

RE: Revised Workplan and Budget for West and South Elevation of Canada Building/West Annex/Progress Building, 900 King Street, London, Ontario.

Thank you for the follow up request for a revised budget for the archaeological fieldwork specific to work within 20 metres of the west and south elevation of the needed for 900 King Street, London, Ontario. Based on our correspondence, you have asked for estimated costs for Stage 2-4 archaeological fieldwork to mitigate any archaeological deposits and/or burials in the area directly (approximately 20 metres) surrounding the Canada Building;

Attached is a revised plan showing new proposed area for the archaeological fieldwork. Based on our conversation, it is my understanding that:

- The edges of the asphalt to be removed will need to be sawcut.
- The work will progress from the furthest point away from the building(s) and work inward. Concrete sidewalks will only be removed as necessary.
- Any concrete will need to be hauled away (i.e curbing, sidewalk, etc), but that restoration will be completed by Western Fair District at their own expense.
- Restoration will be rough grade using materials excavated from the area. The finish grade and asphalt will be completed by Western Fair District.
- Private locates will be provided by the Western Fair District as per the previous budget (dated July 25, 2018).
- Fence will be panel fence tied together to ensure access to the area is restricted.

In addition to estimated costs for the archaeological fieldwork our preliminary budget also includes the costs for the restoration of soils, compaction and rough grade.

SCOPE OF WORK

The Stage 2-4 archaeological assessment and concurrent burial investigation will be conducted in accordance with MTCS's 2011 *Standards and Guidelines for Consultant Archaeologists*. Should human remains be discovered, compliance with the requirements of the MGCS and/or BAO would also be necessary. The tasks for the assessment, could include the following:

1. Archaeological fieldwork – Stage 2 exploratory excavations using an excavator to remove soils down to natural subsoil to determine the presence or absence of archaeological deposits, burials within the area of the proposed development.
2. Archaeological fieldwork – Stage 4 mitigation of any significant archaeological deposits identified during Stage 2 work;
3. Burial investigations – documentation and disinterment of any burials discovered during archaeological fieldwork;
4. Burial re-interment – if necessary, facilitate the process for re-interring any burials/human remains found in a registered cemetery. **Note:** WFA could opt to undertake this work directly.
5. Reporting to MTCS and MGCS/BAO on the archaeological fieldwork completed.

It is important to note that budget estimates below are based on Stage 4 mitigation of archaeological deposits and/or burials being necessary.

The process for restoration will include the removal of any excess soils, regrading, compaction and resurfacing with recycled asphalt. Any concrete or other debris will also need to be removed.

PROJECT TEAM

Established in 2003, with a head office in London, Ontario, Timmins Martelle Heritage Consultants Inc. (TMHC) provides a broad range of archaeological assessment heritage planning and consultation services throughout the Province of Ontario, founded on over forty years of progressive and responsible experience. We provide consulting services for First Nations communities, municipal heritage planning and training, public outreach and educational programs, and have established specialties in community engagement, cemetery investigations, faunal analysis and ground penetrating radar surveys. Since TMHC's inception, we have evolved with the needs of our clients, the demands of the regulatory environment, and the growth in the industry. Over the past ten years, TMHC has grown to become one of the largest privately owned and sole-service archaeological consulting firms in Ontario.

As former Heritage Planners at the Ontario Ministry of Tourism, Culture and Sport, the principals of TMHC are very familiar with planning and development legislation and maintain an excellent working relationship with our industry's governing body. Through their direct involvement in the construction industry, the principals of TMHC have a good understanding of the needs and concerns of their clients, the necessity of meeting established deadlines and budgets, and the importance of maintaining a healthy and safe working environment. TMHC's comprehensive health and safety and quality assurance programs ensure that all projects are completely diligently

and safely, meeting the TMHC standard of excellence and the regulatory requirements of the Province of Ontario.

Since 2004, TMHC has held retainers with Infrastructure Ontario (formerly the Ontario Realty Corporation), Hydro One and the Ministry of Transportation (Southwest and Central regions) and the City of Hamilton. In 2011, TMHC was awarded 5 year Vendor of Record contracts with Infrastructure Ontario for Central Region and Southwest Region. In 2016, TMHC was successful in renewing this contract for the entire province and for an additional 5 years. In 2013, TMHC earned the Ontario Archaeological Society’s award for Excellence in Cultural Resource Management.

Principal	Holly Martelle	hmartelle@tmhc.ca	519-641-7222
Project Manager	Jim Sherratt	jsherratt@tmhc.ca	519-282-9024
Osteologist	Amanda DiLoreto	adiloreto@tmhc.ca	
GIS Technician	David Gostick	dgostick@tmhc.ca	
Project Administrator	Kellie Theaker	ktheaker@tmhc.ca	519-641-7222

Holly Martelle, PhD., Principal

In 2003, Dr. Martelle founded Timmins Martelle Heritage Consultants Inc. with Dr. Peter Timmins. In 2013 the TMHC was honored with the Ontario Archaeological Society’s award for Excellence in Cultural Resource Management.

Holly Martelle earned a Ph.D. from the University of Toronto for on her research on Iroquoian populations in southern Ontario. In addition to 16 years of experience in the road building and aggregate industries, Holly has worked as a Heritage Planner at the now Ministry of Tourism, Culture and Sport and has taught at several universities throughout the province. Over her career Holly has managed the archaeology for a number of high profile projects on behalf of various municipalities, ministries and their agencies in Ontario. She has also worked extensively with Indigenous communities throughout southern Ontario.

Holly is an active member of the heritage community in Ontario and a Past-President of the Ontario Archaeological Society.

Jim Sherratt MA, Manager - Planning and Business Development

Jim holds a Masters degree in Anthropology from the University of Western Ontario specialising in Late Woodland archaeology. He spent the first nine years of his archaeological career working in cultural resource management before joining the Ministry of Tourism, Culture and Sport in 2008.

During his 10 years with the Ministry of Tourism, Culture and Sport Jim gained extensive experience with the development and implementation of policies for the conservation, protection

and preservation of cultural heritage and the regulation of archaeology in Ontario. From 2013 to 2018 he was appointed as an inspector under Part VI of the *Ontario Heritage Act*.

Jim's career has also included significant experience working on burial site investigations both as a consultant archaeologist and during his time with the Ministry ranging from archaeological fieldwork, policy development and repatriation. Jim is an active member of the archaeological community and is currently the Director of Advocacy for the Ontario Archaeological Society.

Amanda DiLoreto, MA - Osteologist - Health & Safety Coordinator

Amanda DiLoreto earned a Bachelor's degree in Archaeology from Wilfrid Laurier University and went on to receive a Master's degree in Osteoarchaeology from the University of Southampton in the United Kingdom.

Amanda has participated in and supervised excavations and laboratory work relating to the Wadi ath-Thamad Project in Jordan and conducted bioarchaeological research on collections housed in Ecija, Spain. In 2005 she was the recipient of the Alumni Gold Medal in Archaeology at Wilfrid Laurier University. Since joining TMHC, Amanda has participated in numerous archaeological assessments for roadway construction, housing developments, burial removals and energy projects.

Amanda has also been directly involved with many projects involving local First Nations Groups, including an archaeological assessment of Ipperwash Park, Ontario. She is currently employed as one of the company's archaeologists but also acts as the company's health and safety coordinator, osteoarchaeologist and as a field supervisor.

SCHEDULE

We will begin work on the scope of work outlined above within two weeks of receiving the signed project data form. The schedule for completion of the archaeological project would be determined by the options selected.

FEES AND EXPENSES

Our preliminary budget includes contingency for the discovery and mitigation of archaeological deposits and/or burials. These costs may vary depending on the nature and extent of the deposits/burials. The Client will be invoiced only for time spent on the project.

Stage 2 - Machine Excavation & Restoration					
Position	Number	Days	Hours	Rate/hr	Cost
Field Director	1	10	90	\$ 60.00	\$ 5,400.00
Field & Mapping Technician	1	10	90	\$ 50.00	\$ 4,500.00
GIS Technician	0.5	8	32	\$ 60.00	\$ 1,920.00
Transportation	1	10		\$ 20.00	\$ 200.00
Excavator and Operator (month)		1			\$ 19,000.00
Pulverizing (4000m2)					\$ 4,000.00
Fence					\$ 1,825.00
Grading & Compaction					\$ 7,500.00
Haulage & Recycled Asphalt					\$ 5,000.00
			SUBTOTAL		\$ 49,345.00
Stage 4: Estimated Feature Excavation & Documentation (dependent on findings - can't precisely estimate)					
Field Director	1	5	45	\$ 60.00	\$ 2,700.00
Field Technician	2	5	90	\$ 50.00	\$ 4,500.00
GIS Technician	1	1	9	\$ 60.00	\$ 540.00
Lab Technician	1	10	90	\$ 50.00	\$ 4,500.00
Mapping Technician	1	1	9	\$ 60.00	\$ 540.00
Transportation		5		\$ 20.00	\$ 100.00
* If necessary			SUBTOTAL		\$ 12,880.00
Burial Feature Excavation and Documentation (dependent on findings - can't precisely estimate)					
Feature Excavation and Documentation	Number	Days	Hours	Rate/hr	Cost
Field Technician	2	5	90	\$ 50.00	\$ 4,500.00
Osteologist	2	5	90	\$75.00	\$ 6,750.00
Mapping Technician	1	1	9	\$ 60.00	\$ 540.00
GIS Technician	1	1	9	\$ 60.00	\$ 540.00
Transportation		5		\$ 20.00	\$ 100.00
* If necessary			SUBTOTAL		\$ 12,430.00
Report Writing					
Project Management		2	16	\$ 100.00	\$ 1,600.00
Report Writing		5	40	\$ 75.00	\$ 3,000.00
GIS Technician		1	8	\$ 60.00	\$ 480.00
Report Printing				\$ 100.00	\$ 100.00
Historic artifact specialist		10	80	\$ 60.00	\$ 4,800.00
re-interment coordination		2	16	\$100.00	\$ 1,600.00
Artifact Storage			2	\$ 400.00	\$ 800.00
burial plots					\$ -
			SUBTOTAL		\$ 12,380.00
TOTAL ESTIMATED BUDGET					\$87,035.00

EXCLUSIONS

Our preliminary budget does not include the provision of the following:

- HST is not included in the budget estimate.
- Private locates within the property. Work will be guided based on existing site survey plans.
- Any repairs or relocation of existing services that may result from the archaeological fieldwork.
- Any environmental remediation that may result from the discovery of contaminants.
- Management of any media or public inquiries regarding the archaeological fieldwork.
- Portable washroom facilities for archaeological field crew.
- Storage space for burials prior to re-interment.
- Budget includes provision for minimal in-field osteological analysis. Any additional and/or specialist analysis is not included. TMHC has reached out to UWO as a potential partner to reduce costs associated with the osteological analysis.
- Costs for burial plot to re-inter any human remains/burials that are discovered during the archaeological fieldwork.
- Revisions of our reports as a result of project changes or changes in scope of work beyond what is outlined above.
- Any additional archaeological assessment/fieldwork that may result from the recommendations made in the final report following the completion of the scope of work above.
- This preliminary budget is valid for 60 days from the date of letter.

EXTRA SERVICES

It is recognised that extra services may be required that are not currently within the scope of work for the project. Extra services which TMHC is instructed to undertake beyond the scope of work outlined above will be charged at the hourly rates outlined below plus expenses. A supplementary budget with a detailed breakdown of fees will be submitted to the Client for approval before any extra services are undertaken.

Hourly Rates*:	
Principal	\$125.00
Project Manager	\$100.00
Field Director	\$60.00
Senior Archaeologist	\$75.00
Osteologist	\$75.00
Field Technician	\$50.00
Mapping Technician	\$50.00

GIS Technician	\$60.00
Lab Technician	\$50.00
Report Writer	\$75.00
Administration	\$35.00

*Please note that these rates are subject to periodic review.

REIMBURSABLE EXPENSES

Reimbursable expenses will be charged in addition to fees, at cost, against the upset allowance included within our proposal. Reimbursable expenses may include (but are not limited to):

Expense:	Rate
Excavator and Operator	\$19,000.00 per month
Backhoe	\$1,500.00 per month
Pulverizing existing asphalt	\$0.80 per square metre
Portable toilet	\$240.00 per month
Artifact Curation	\$400.00 per box
Report Printing and Submission	\$100.00 per report
Transportation	\$20.00 per day
Burial Plot	TBD

INSURANCE

TMHC carries professional errors and omissions liability insurance coverage. The policy is available to the client upon request. The current limit of our professional liability insurance is \$5,000,000. The limit of our Commercial General Liability Insurance and Non-owned Automobile Insurance are also \$5,000,000 respectively.

ADDITIONAL INFORMATION

- Final disposition of any burials will be determined following the initial discovery. This will be determined in consultation with MGCS or the Bereavement Authority of Ontario and the landowner.

GENERAL TERMS AND CONDITIONS

Please see attached for TMHC’s general terms and conditions.

PRELIMINARY BUDGET

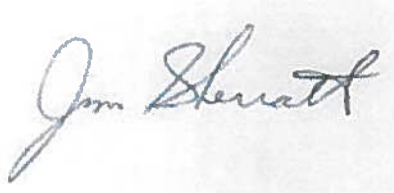
We thank you for the opportunity to provide a preliminary budget and we look forward to working with you. We will begin work on receipt of signed proposal and project data form. This letter is to be signed back to us for approval of our proposal. Should you have any questions, please feel free to contact us.

Please return the signed letter to Holly Martelle <hmartelle@tmhc.ca>

Sincerely,



Holly Martelle, Ph.D.
Principal



Jim Sherratt, M.A.
Manager Planning and Business
Development

As the proponent, I hereby confirm Timmins Martelle Heritage Consultants is to proceed with the tasks outlined in the above proposal. By signing this form, I acknowledge that I am legally authorised to bind the corporation.

Accessibility

TMHC Inc. is committed to providing a barrier-free and accessible workplace, where every employee, client, volunteer and members of the public whom we provide services to, are treated fairly, equitably, and with dignity. In compliance with the Accessibility for Ontarians with Disabilities Act (AODA, 2005) Customer Service Standard and the Information and Communication Standard, information about TMHC's services, facilities, company profile, policies, practices, procedures governing the provision of services to persons with disabilities, and information/records on TMHC Health and Safety training programs will be made available in accessible formats upon request.

In addition, TMHC Inc. welcomes feedback from employees, clients, volunteers and members of the public about its Service Delivery. All feedback is important and may be given verbally, in person or by telephone, in writing by letter or email, or by filling out our onsite feedback forms. If none of these methods are acceptable, TMHC will work with the individual giving the feedback to find an acceptable accessible format or communication support. Upon receipt of feedback, TMHC Inc. will respond within 10 business days, and will respond, if possible, in the same format that the feedback was received.

Feedback, as well as general questions or concerns about TMHC Inc. practices, can be submitted to:

Timmins Martelle Heritage Consultants Inc.
@ the Museum of Ontario Archaeology
1600 Attawandaron Road
London ON N6G 3M6
Tel: 519-641-7222
Fax: 519-641-7220
Email: adiloreto@tmhc.ca

Client

A Client is a person or entity that is the proponent or is authorised by the proponent to represent them for the purposes of securing the work outlined above. By signing this contract the individual acknowledges that they are legally authorized to bind the corporation.

Consultant

A consultant is a person or entity engaged by the Client or TMHC to provide services in addition to TMHC's services. In instances when TMHC is the primary consultant and the cost to retain a consultant is included in our proposal, the consultant's fees will be itemized in our invoices.

In instances when the Client hires a consultant or specialist to undertake work that is not included in our proposal, then it is the Client's responsibility to manage this consultant or specialist's costs directly.

If a consultant or specialist is hired to undertake work that is not included in our proposal and TMHC is required to coordinate this work, then our services to coordinate the work will be billed as an Additional Service.

Governing Law and Jurisdiction

TMHC and the Client agree that this proposal will be undertaken in accordance with the laws in force in the Province of Ontario. Each party submits to the exclusive jurisdiction of the Courts of Ontario with respect to any matter arising hereunder or related hereto.

The client agrees that any archaeological fieldwork completed by a licensed archaeologist TMHC is required to follow the terms and conditions of their archaeological licence set forth by the Ministry of Tourism, Culture and Sport under the Ontario Heritage Act including the provision of a report for the purposes of determining compliance with the *Standards and Guidelines for Consultant Archaeologists* (2011).

Limits of Liability

The Client agrees that any and all claims, whether in contract or tort, which the Client has or hereafter may have against TMHC in any way arising out of or related to TMHC's duties and responsibilities pursuant to this contract, shall be limited to coverage and amount of professional liability insurance carried and available to TMHC for the payment of such claims at the time the claim is made.

The Client acknowledges that either TMHC or the Client may engage consultants on behalf of and for the benefit and convenience of the Client; and agrees that TMHC shall not be liable to the Client, in contract or in tort, for the acts, omissions or errors of such consultants whether retained by TMHC or the Client.

The Client shall not commence any claim or proceeding in contract, tort, breach of statutory duty or otherwise against any current or former TMHC employee, officer or director arising out of acts, omissions or errors of such person pursuant to this contract.

Severability

If any provision of this contract is held by a court of competent jurisdiction to be invalid, void, illegal or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

Payment Terms

Invoices will be sent according to a 30 day payment schedule. Interest will be payable at 2% per month on all accounts more than 60 days overdue. TMHC reserves the right to stop work if payment remains outstanding for more than 90 days from the initial billing date. TMHC will not be liable for any loss, cost, damage or expense incurred by the Client for work stopped due to non-payment.

Schedule Delays

If the schedule of work is extended past the timeline quoted above additional fees may be requested to cover the extra time spent on the project caused by the delay.

Promotional Use

TMHC promotes its services through its website. We also share information about our projects at workshops, conferences and other events. Please provide notice to us in writing of any potential confidentiality concerns. We also ask that you credit TMHC as appropriate when/if developing your own promotional materials for this project. We can provide you with our logo for these purposes.



Dufferin Construction Company
A division of CRH Canada Group Inc.
2200 Jetstream Road
London, Ontario
N6A 4V7 Canada

T. 519-453-1500
F. 519-455-9025

www.dufferinconstruction.com

To:	WESTERN FAIR ASSOCIATION	Contact:	Hugh Elliott
Address:	P.O. BOX 7550	Phone:	519-438-7203
	LONDON, ON N5Y 5P8 CA	Fax:	519-679-3124
Customer Bid No.:		Bid Date:	2/27/2019
Project Name:	900 King St, Parking Lot Paving Phase 1A	Estimate No.:	4244 Rev.1
Project Location:	900 King Street, London, ON		

We are pleased to quote on the above mentioned project as follows:

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Fine grade preparation of granular base	3,200.00	m2	\$22.55	\$72,160.00
HL-8 Base Asphalt (40mm depth)				
HL-3 Surface Asphalt (35mm depth)				
Supply and install Concrete Curb (OPSD 600.110)	25.00	m	\$88.10	\$2,202.50
Supply and install Curb Face Sidewalk	60.00	m2	\$89.25	\$5,355.00
Adjust ex. MH/CB/Steel Plates to surface asphalt elevation	14.00	EACH	\$580.00	\$8,120.00
Total Price for above Items:				\$87,837.50

Optional

Install line markings to match existing in re-paved area	1.00	LS	\$1,205.00	\$1,205.00
Total Price for above Optional Items:				\$1,205.00

Total Bid Price: \$89,042.50

Notes:

- Harmonized Sales Tax is not included.
- This quotation is open for acceptance for a period of 30 days unless otherwise agreed to.
- Our price does not include weekend, holiday or overtime work.
- Hot Mix Asphalt prices in the above quotation are based on current oil prices (MTO AC Index).
Due to the volatility of oil prices, a surcharge or rebate for hot mix asphalt will apply to reflect oil prices at the time of construction.
- Unless otherwise noted, all materials supplied shall be in accordance with OPS specifications.
- Cleaning/sweeping and tack coating of base asphalt is not included unless specified in Item Description above.
- Supply, installation and fine grade preparation of granular base is not included unless specified in Item Description above.
- Sawcutting, milling, asphalt removal, adjustment of MH's, CB's and valves is not included unless specified in Item Description above.
- All quantities quoted are approximate. Final billing will be based on actual field placement quantities.
- A "Winter Energy Charge" of \$3.00 per metric tonne will be added for all asphalt work completed between November 1st and the end of the season.
- Supply and installation of additional Granular 'A' for purpose of grading will be invoiced on a per tonne basis at a unit rate of \$21.00/tonne + HST.

Payment Terms:

Terms are NET 30 DAYS from invoice date, on Approved Credit. Service charge of 2% per month on overdue accounts. Should this quotation meet with your approval, please sign and return a copy to us with any Purchase Order or Contract if required.

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: Signature: Date of Acceptance:	CONFIRMED: Dufferin Construction Company A division of CRH Canada Group Inc. Authorized Signature: Estimator: DE MARCO, FRANCO 519.521.0954 Franco.DeMarco@ca.crh.com
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TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING OF APRIL 16, 2019
FROM:	GEORGE KOTSIFAS, P.ENG. MANAGING DIRECTOR, DEVELOPMENT & COMPLIANCE SERVICES & CHIEF BUILDING OFFICIAL
SUBJECT:	DEVELOPMENT CHARGES DEFERRED PAYMENT AGREEMENT ITALIAN SENIORS' PROJECT (1090 HAMILTON ROAD)

RECOMMENDATION

That on the recommendation of the Managing Director, Development & Compliance Services & Chief Building Official, with the concurrence of the Managing Director, Corporate Services & City Treasurer, Chief Financial Officer, the following actions be taken:

- a) the attached proposed by-law (Appendix B) **BE INTRODUCED** at the Municipal Council meeting to be held on April 23, 2019 to approve a Development Charges Deferred Payment Agreement ("Schedule 1") under Section 27 of the *Development Charges Act* between The Corporation of the City of London and Italian Seniors' Project (located at 1090 Hamilton Road), it being noted that the deferred payment agreement is supported for the following reasons:
 - (i) the development is wholly affordable housing units that are funded through Federal, Provincial and Municipal contributions;
 - (ii) the development cannot secure funding required to pay Development Charges until such time as building construction has commenced;
 - (iii) the period of deferral is less than one year;
 - (iv) the deferred payment agreement is an interim measure pending the possible introduction of incentives related to Development Charges payable for affordable housing; and
 - (v) the financial position of the Municipality will be protected under the deferred payment agreement.
- b) the Mayor and the City Clerk **BE AUTHORIZED** to execute the Agreement; and
- c) Civic Administration **BE DIRECTED** to prepare a policy for Council consideration regarding deferred payment agreements under Section 27 of the *Development Charges Act*.

PURPOSE

The purpose of this report is to enable the deferral of payment of Development Charges related to the Italian Seniors' Project (ISP) proposed 60-unit affordable housing apartment development located at 1090 Hamilton Road, by way of a deferred payment agreement between the Corporation of the City of London and the ISP.

BACKGROUND

What is the Proposed Italian Seniors' Project

The ISP is a non-profit and volunteer based organization that is focused on the relief of poverty and improvement to the social well-being of residents of the community. In 2011, the ISP constructed and continue to operate a 52-unit senior's affordable housing apartment building known at the "Residenza Italia" under a similar affordable housing program. Building on this success, they have completed the necessary approvals to proceed with another affordable housing development, referred to as "Residenza Ortona". Located at 1090 Hamilton Road, this development will offer 60 affordable housing units, including 10 units and a common area designated for Canadian Forces veterans.

Why is the Italian Seniors’ Project Seeking a Deferral of Development Charges Payable?

ISP has been allocated approximately \$6 million in funding through combined Federal, Provincial and Housing Development Corporation, London investment programs. This includes funding to pay for Development Charges. However, under the terms of the agreements, funding cannot be released until a building permit has been issued. As Development Charges are required to be paid at the time of the issuance of a building permit, ISP has requested entering into a deferred payment agreement with the City so that a building permit can be issued triggering the release of government funding which in turn can be used to pay the required development charges. A communication from ISP regarding their request is attached as Appendix A.

Do the Development Charges Act and the City’s Development Charge By-law Permit the Deferral of Development Charges Payable?

The current Development Charges By-law that came into force and effect on August 4, 2014, requires an Owner to pay development charges at the earlier of the issuance of a building permit or at the commencement of development or redevelopment. However, the *Development Charges Act* does contain provisions to allow for late payment of development charges. Section 27(1) of the *Development Charges Act* states:

A municipality may enter into an agreement with a person who is required to pay a development charge providing for all or any part of a development charge to be paid before or after it would otherwise be payable.

Section 27 also specifies that the amount of development charges payable is determined on the day established in agreement and that interest can be charged at a rate stipulated in the agreement on the amount of development charges paid after it would otherwise be payable.

What are the Financial Implications to the City?

Based on the project’s building permit application, the amount of development charges payable is \$787,025.60. This includes development charges for the proposed units by type minus demolition credits for demolished units and floor space. The details of the development charges calculation are shown in Table 1.

Table 1- Development Charges Payable

Dwelling Type	Units (A)	Development Charges Rate (B)	Development Charges Payable (A) * (B)
Apartments < 2 Bedrooms	60	\$14,895	\$893,700.00
Demolition Credits			(\$106,674.40)
TOTAL			\$787,025.60

Levies collected from the proposed development are used to fund the infrastructure and services required to support growth across the City. These levies are allocated amongst the ten City Services Reserve Funds. A deferral of levies attributable to the ISP can be temporarily managed within the City Services Reserve Funds given the period of deferral would be less than one year.

In order to compensate the reserve funds for the loss of interest that would have been earned if the levies were collected at the time of building permit issuance, interest should be charged up until the deferred development charges have been fully paid. As noted above, charging interest on the amount of development charges that have been deferred is compliant with Section 27 of the *Development Charges Act*.

It is intended that the use of a deferred payment agreement is an interim measure pending the introduction of a program related to development charges payable for affordable housing.

DEFERRED PAYMENT POLICY

At this time, there is no deferred payment policy to provide guidance to address requests for the payment of development charges to be delayed. In order to provide a consistent approach that is aligned with Council's priorities and establishes a clear and transparent process for all future

requests, Staff are recommending that a formal deferred payment policy be prepared and brought forward for Council approval.

CONCLUSION

In this instance, Staff can recommend a deferred payment agreement as the development would be wholly affordable housing units that are funded through Federal, Provincial, Municipal and community contributions, the development cannot secure funding required to pay development charges until such time as building permits have been issued and construction has commenced, and the period of deferral is less than one year. It is also noted that the deferred payment agreement is intended as an interim measure pending the possible introduction of incentives related to development charges payable for affordable housing.

Staff also recommend that Civic Administration be directed to prepare a policy for Council regarding deferred payments under Section 27 of the *Development Charges Act* to provide a consistent approach and a clear and transparent process to consider future requests.

PREPARED BY:	PREPARED BY:
JASON SENESE, CPA, CGA, MBA MANAGER, DEVELOPMENT FINANCE	KEVIN EDWARDS, MCIP, RPP MANAGER, DEVELOPMENT FINANCE
SUBMITTED BY:	CONCURRED IN BY:
PAUL YEOMAN, RPP, PLE DIRECTOR, DEVELOPMENT FINANCE	ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES & CITY TREASURER, CHIEF FINANCIAL OFFICER
RECOMMENDED BY:	
GEORGE KOTSIFAS, P.ENG. MANAGING DIRECTOR, DEVELOPMENT & COMPLIANCE SERVICES & CHIEF BUILDING OFFICIAL	

April 8, 2019

Attach/

- Appendix A: Letter from the Italian Seniors' Project
- Appendix B: By-law to approve and execute a deferred payment agreement between the Corporation of the City of London and the Italian Seniors' Project
- Schedule 1: Deferred Payment Agreement

APPENDIX A



**George Kotsifas, Managing Director,
Development and Compliance Services and Chief Building Officer
City of London
300 Dufferin Ave PO. Box 5035
London, Ontario**

Date: March 28, 2019

**Request: Council Consideration for a Development Charge Deferral with Payment Plan
Related to Non-Profit Affordable Housing Development**

Dear Sir,

Further to our recent meeting with Development and Compliance Services and HDC, the Board of Directors for the ISP is requesting your support and recommendation to Municipal Council of a deferred payment plan for the Development Charges (DC) required for our new affordable housing project, "Residenza Ortona" at 1090 Hamilton Road.

This request is not related to ISP's capacity to construct or manage this important project nor our ability to ensure the long-term stability of the project and its tenants. ISP is however in a Catch -22 situation related to the cashflow of the project and government program requirements. From our discussion, we understand that the Development Charges Act provides Council an ability to resolve this matter through a deferred DC payment process – understanding that the City is currently exploring a Community Improvement Plan to address matters like this.

The Residenza Ortona project is being advanced by ISP, a non-profit charitable and volunteer led organization, under support provided through combined federal, provincial, and municipal/HDC investment programs. These programs require that the project be initiated by April 30th and be confirmed through the issuance of permits and ability to start of construction. The City requires that, in order to do this, ISP, must make full DC and municipal fee payments. These DC payments are therefore required to initiate the same cashflow that is required to make the payment. (i.e. Catch-22: ISP cannot get funding without a building permit and we cannot get a building permit without a payment of the DC).

Time is of the essence as the ISP must receive a building permit and commence construction by April 30, 2019 or risk losing \$5.994M government funding that has been allocated and approved for our project. The approximately \$790,000 DC is an insurmountable ask for a non-profit charity such as ISP, which depends on the investment in affordable housing funds from all levels of government.

The ISP is requesting that the DC payment be made through the existing capital financing milestones and payment structure that is managed through HDC during the construction period. Repayment would be by an agreement with the City and HDC and would be prorated to match our grant funds from government so that we can proceed with our new 60-unit affordable housing project while maintaining a positive cash flow to meet our financial obligations. The repayment would be structured to have minimal administrative impact and ensure full recovery through the construction period.

ISP Background:

The ISP is a London-based, charitable organization in existence since 2005. The charity falls under the first and fourth heads of charity focused on the relief of poverty and on the relief of distress and loneliness of the residents that is a benefit to the community and recognized in law as charitable. (*See Commissioners for Special Purposes of Income Tax v. Pemsel*). It is noteworthy that technically the seniors' residence and the new facility can be deemed "municipal facilities" as recognized by the City of London and HDC and as confirmed within our Contribution Agreement, made in accordance with the Municipal Capital Facilities By-law and our program funding. The ISP projects assist in the city of London's mission is to improve and enhance the lives of low-income citizens in our community. The ISP's goal is to build affordable housing in the city of London and continue to make a difference in the lives of its residents.

We are the proud builders, owners and operators of a 52-unit, seniors' affordable housing community located at 1109 Hamilton Road, called "**Residenza Italia**", opened to the public in November 2011. We are also weeks away from breaking ground on "**Residenza Ortona**". While this new building, located across the street from Residenza Italia, will be open to everyone, a portion of it will be focused on one demographic in particular; our **Canadian Forces** veterans.

Additional information:

The ISP requires assistance from your department in deferring the DCs for our building permit application until we have received the government funds to make reasonable repayments in a timely manner consistent with our capital funds withdrawals. We would be happy to work with you and HDC subject to your support of this plan and related recommendations and Council's concurrence.

Respectively yours,



Claudio De Vincenzo – ISP Director
Mobile: 519-871-1535
Email: ccdevincenzo@gmail.com

Roger Caranci – ISP Vice President
Mobile: 519-636-3407
Email: rcaranci1@rogers.com

CC. Isabel da Rocha, Program and Business Manager, HDC
Stephen Giustizia, CEO, HDC
Peter Kokkoros Deputy CBO, CoL
Paul Yeomans, Director DSDCS, CoL

APPENDIX B

Bill No. XXX
2019

By-law No. XXX

A by-law to approve and execute a Development Charges deferred payment agreement between The Corporation of the City of London and the Italian Seniors' Project, and to authorize the Mayor and City Clerk to execute the agreement.

WHEREAS Section 27(1) of the *Development Charges Act, 1997*, S.O. 1997, c.27 provides that a municipality may enter into an agreement with a person who is required to pay a development charge providing for all or any part of a development charge to be paid before or after it would otherwise be payable;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Development Charges deferred payment agreement to be entered into between The Corporation of the City of London and the Italian Seniors' Project, attached as Schedule 1 to this by-law, is approved.
2. The Mayor and the City Clerk are authorized to execute the agreement approved under Section 1 above.
3. This by-law comes into force and effect on the day it is passed.

PASSED in Open Council on XXX, 2019.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading –
Second Reading –
Third Reading –

SCHEDULE 1

**DEVELOPMENT CHARGE DEFERRED PAYMENT
AGREEMENT**

THIS AGREEMENT made this day of , 2019.

BETWEEN:

ITALIAN SENIORS PROJECT
(hereinafter referred to as the “Applicant”)

-and-

THE CORPORATION OF THE CITY OF LONDON
(hereinafter referred to as the “City”)

WHEREAS the Applicant has represented to the City that the lands described in Schedule “A” hereto (the “Lands”) are owned by it, as stated in the Solicitor’s Certificate attached to this Agreement as Schedule “B”;

AND WHEREAS the Applicant intends to construct a residential development consisting of “affordable housing” units, with government funding that cannot be accessed until after construction of the units has commenced;

AND WHEREAS pursuant to the City’s Development Charge By-law, a development charge is payable by the Applicant to the City at the time a building permit is issued for the housing units;

AND WHEREAS the *Development Charges Act, 1997* provides that a municipality may enter into an agreement with persons who are required to pay a development charge, to authorize that all or a portion of the development charge be paid before or after it would otherwise be payable;

NOW THEREFORE IN CONSIDERATION OF the foregoing, the parties agree as follows:

RECITALS

- 1. The Recitals are confirmed by the Parties to be correct and to constitute the basis for this Agreement.

REQUEST TO DEFER PAYMENT OF DEVELOPMENT CHARGE

- 2. The Applicant acknowledges its obligation to pay a development charge in accordance with Section 26 of the *Development Charges Act, 1997*. The Applicant has requested that it be permitted, pursuant to Section 27 of the *Development Charges Act, 1997*, to pay the development charge after it would otherwise be payable.

“DUE DATE” FOR PAYMENT PURSUANT TO THIS AGREEMENT

- 3. The Applicant hereby covenants and agrees that it will pay the applicable development charge to the City with interest, on or before May 31, 2020 (the “Due Date”).

ANTICIPATED DEVELOPMENT CHARGE

- 4. The anticipated amount of the development charge payable by the Applicant has been calculated on the basis of the following information:

Dwelling Type	Units (A)	Development Charges Rate (B)	Development Charges Payable (A) * (B)
Apartments < 2 Bedrooms	60	\$14,895	\$893,700.00
Demolition Credits			(\$106,674.40)
TOTAL			\$787,025.60

CALCULATION TO BE MADE AT TIME OF BUILDING PERMIT

5. The actual amount of the development charge will be determined on the basis of prevailing rates and rules at the time a building permit is issued for the affordable housing units. If, before any building permit issues, the City's Development Charge By-law is amended or is repealed and replaced or the information set out above is revised, the applicable development charge will be revised to reflect these changes and the parties agree that this Agreement will apply to that revised information and amount. Once any building permit has been issued, the amount of the applicable development charge does not change.

REGISTRATION ON TITLE

6. It is the intention of the parties that this Agreement create an interest in the Lands in favor of the City, to the extent of the deferred development charge identified herein. To this end, the parties intend that Notice of this Agreement, including its schedules, be registered on title to the Lands. The Applicant agrees to pay all costs associated with registration of Notice of this Agreement. If Notice of this Agreement is not accepted by the Registrar for registration, the parties agree that the site plan agreement under section 41 of the Planning Act for the residential development that is subject to the development charge, will make reference to the Agreement and its relevant particulars.

REMOVAL OF AGREEMENT FROM TITLE

7. Once the Applicant has satisfied all provisions of this Agreement, the City shall not unreasonably withhold its consent to removal of Notice concerning this Agreement from Title and shall execute such documents as may be required.

COLLECTION OF CHARGES

8. The Applicant acknowledges that if any amount owing to the City under this Agreement remains unpaid after the Due Date, the City may, in addition to any

other rights it may have, add the unpaid amount to the tax roll for the Lands, without notice, and collect such amount in the same manner as property tax.

INTEREST ON AMOUNT OWING BEFORE DUE DATE

9. The Applicant agrees to pay interest to the City at the rate of two point six percent (2.6%) per annum on the amount of the deferred development charge, from the date(s) these charges would have been payable under the Development Charges By-law, until the Due Date.
10. The Applicant agrees to pay interest after the Due Date at the rate of ten percent (10%) per annum on the amount outstanding from time to time, until all amounts, including accrued interest and charges, have been paid in full.
11. Notwithstanding the ability of the City to require the Applicant to pay interest, both before and after the Due Date, any amount owing under the terms of this Agreement, may, after the Due Date, be added to the tax roll and collected in the same manner as property tax. The City may use any other available method to collect amounts owing after the Due Date.
12. Any notices required or permitted to be given pursuant to the terms of this Agreement shall be given in writing sent by prepaid registered post, addressed in the case of notice given by the City, to:

City Clerk
The Corporation of the City of London
P.O. Box 5035
300 Dufferin Avenue
London, ON N6A 4L9

And in the case of notice given by the Applicant, to:

Italian Seniors Project
1109 Hamilton Road
London, ON N5W 0A7

WARRANTY

13. The Applicant represents and warrants to the City as follows:

1. The Applicant is a corporation validly subsisting under the laws of Ontario and has full corporate power and capacity to enter in this Agreement; and
2. all necessary corporate action has been taken by the Applicant to authorize the execution and delivery of this Agreement.

BINDING ON SUCCESSORS

14. It is agreed by and between the Parties hereto that this Agreement shall be enforceable by and against the Parties hereto, their heirs, executors, administrators, successors and assigns and that the Agreement and all the covenants by the Applicant herein contained shall run with the Lands for the benefit of the City.

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals
duly attested by the hands of their proper signing officers in that behalf.

SIGNED, SEALED AND
DELIVERED

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ITALIAN SENIORS PROJECT

Name:
Title:

I have authority to bind the corporation.

THE CORPORATION OF THE CITY OF
LONDON

Mayor

City Clerk

c/s c/s

SCHEDULE "A"

DESCRIPTION OF "LANDS"

Part South ½ Lot 7, Concession B as in 565508; London, being PIN 08121-0190;

Part of Lot 7, Concession B, being Part 2 on Plan 33R-10209; London, being PIN 08121-0191

Part South ½ Lot 7, Concession B as in LT337283; London, being PIN 08121-0192

SCHEDULE "B"

SOLICITOR'S CERTIFICATE

other rights it may have, add the unpaid amount to the tax roll for the Lands, without notice, and collect such amount in the same manner as property tax.

INTEREST ON AMOUNT OWING BEFORE DUE DATE

9. The Applicant agrees to pay interest to the City at the rate of two point six percent (2.6%) per annum on the amount of the deferred development charge outstanding from time to time, from the date(s) these charges would have been payable under the Development Charges By-law, until the Due Date or the date the outstanding amounts are paid, whichever is earlier.
10. The Applicant agrees to pay interest after the Due Date at the rate of ten percent (10%) per annum on the amount outstanding from time to time, until all amounts, including accrued interest and charges, have been paid in full.
11. Notwithstanding the ability of the City to require the Applicant to pay interest, both before and after the Due Date, any amount owing under the terms of this Agreement, may, after the Due Date, be added to the tax roll and collected in the same manner as property tax. The City may use any other available method to collect amounts owing after the Due Date.
12. Any notices required or permitted to be given pursuant to the terms of this Agreement shall be given in writing sent by prepaid registered post, addressed in the case of notice given by the City, to:
- City Clerk
The Corporation of the City of London
P.O. Box 5035
300 Dufferin Avenue
London, ON N6A 4L9
- And in the case of notice given by the Applicant, to:
- Italian Seniors Project
1109 Hamilton Road
London, ON N5W 0A7

April 4, 2019

Chair and Members of
the Corporate Services Committee

Re: Council Member's Expense Account Policy

The Governance Working Group is currently reviewing the Council Member's Expense Account Policy. Given that this Policy is under review, I respectfully request that the following recommendation be supported:

“That the Governance Working Group BE REQUESTED to include in their review of the Council Member's Expense Account Policy, the removal of home internet as a an eligible expense under the Policy.”

In support of this recommendation, when the Policy was initially implements, household internet was considered a “luxury”. In 2013, 87% of Canadians reported having home internet and I would suggest that most households in London have internet service in their home, including the homes of Members of Council.

Members of Council are also provided with City issued smart phones that can be used as a ‘hot spot’ should internet services be required. In order to be accountable to the residents of the city with the respect to the appropriate use of taxpayers' money, and be responsible stewards of public funds, home internet should be removed as an eligible expense under the Council Member's Expense Account Policy.

Respectfully submitted,

Elizabeth Pelosa
Councillor, Ward 12

DEFERRED MATTERS

**CORPORATE SERVICES COMMITTEE
(as of April 8, 2019)**

Page 1

FILE No.	SUBJECT	REQUEST DATE/ CLAUSE NO.	REQUESTED/ EXPECTED REPLY DATE	PERSON RESPONSIBLE	STATUS
1.1	That the General Manager of Environmental and Engineering Services and City Engineer BE REQUESTED to review and report back with respect to what steps can be taken to ensure that privately-owned and operated parking lots are effective partners in promoting visitors to the Downtown by ensuring their parking rates and fines achieve a reasonable balance between their business considerations and the ability of visitors to the Downtown to pay those rates and fines, so as to maximize visitors to the Downtown and thereby benefit all stakeholders, including the operators and owners of private parking lots.	2011/03/21 8/8/FAC	2nd Quarter 2019	G. Kotsifas	In progress. This has been assigned to the Managing Director, Development and Compliance Services and Chief Building Official.
1.2	Provisions of child minding services for the public at ppm's related to Standing Committees: d) the Civic Administration BE DIRECTED to report back at a future meeting of the Corporate Services Committee with detailed costs, operating protocols and a recommended Purchase of Service Agreement, as well as information pertaining to c), above.	2016/03/23 11/8/CSC	2nd Quarter 2019	C. Saunders	Provider identified. In process of working out details. Work needs to be undertaken in the room to make it child safe.
1.3	City of London involvement in partnerships with other cities: a) the Civic Admin BE REQUESTED to report back at a future meeting of the Corporate Services Committee with examples of cities that have entered into partnerships with other cities, including how they have structured those partnerships, in order to assist the Municipal Council in determining if and how it wishes to engage in Sister City or other City partnerships;	2018/03/06 7/5/CSC	3rd Quarter 2019	M. Hayward	