

# Corporate Services Committee

## Report

15th Meeting of the Corporate Services Committee  
September 20, 2021

PRESENT: Councillors M. Cassidy (Chair), M. van Holst, J. Morgan, E. Pelosa

ABSENT: A. Kayabaga, Mayor E. Holder

ALSO PRESENT: M. Schulthess, J. Taylor, B. Westlake-Power  
Remote Attendance: L. Livingstone, A. Barbon, B. Card, I. Collins, M. Daley, J. Dann, J. Davies, J. Davison, M. Galczynski, S. Mathers, K. Murray, E. Skalski, C. Smith, B. Warner  
The meeting is called to order at 12:01 PM; it being noted that the following Members were in remote attendance: Councillors M. van Holst, J. Morgan and E. Pelosa.

### 1. Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

### 2. Consent

Moved by: E. Pelosa

Seconded by: M. van Holst

That Consent items 2.3 to 2.7 BE APPROVED.

Yeas: (4): M. Cassidy, M. van Holst, J. Morgan, and E. Pelosa

Absent: (2): A. Kayabaga, and E. Holder

### Motion Passed (4 to 0)

#### 2.3 Proposed Amendment to Council Policy to Recognize National Day for Truth and Reconciliation (National Orange Shirt Day) - September 30th

Moved by: E. Pelosa

Seconded by: M. van Holst

That, on the recommendation of the City Clerk, the following actions be taken with respect to the National Day for Truth and Reconciliation (National Orange Shirt Day) – September 30th:

a) the proposed by-law as appended to the staff report dated September 20, 2021 as Appendix “A” being “A by-law to amend By-law No. CPOL.- 114-366, as amended, being “Flags at City Hall” Policy to provide for that on September 30th of each year the “Every Child Matters Flag” will be flown on the Community Flag Pole to recognize the National Day for Truth and Reconciliation (National Orange Shirt Day)”, BE INTRODUCED at the Municipal Council meeting to be held on October 5, 2021; and,

b) the proposed by-law as appended to the staff report dated September 20, 2021 as Appendix “B” being “A by-law to amend By-law No. CPOL.- 127-379, as amended, being “Illumination of City of London Buildings and Amenities” Policy to provide for City of London buildings and amenities be lit orange on September 30th of each year to recognize National Day for Truth and Reconciliation (National Orange Shirt Day)”, BE INTRODUCED at the Municipal Council meeting to be held on October 5, 2021.

**Motion Passed**

2.4 SS21-34 Single Source Corporate Technology

Moved by: E. Pelozza  
Seconded by: M. van Holst

That, on the recommendation of the Director, Information Technology Services the following actions be taken, with respect to Corporate Technology Assets:

- a) approval hereby BE GIVEN to extend the existing Single Source contract, the Vendor of Record (VOR OSS-00466131), Province of Ontario Agreement (Schedule A) for a twelve (12) month term for Desktop Management Products and Services from CompuCom Canada Co., 1830 Matheson Boulevard, Unit, Mississauga, ON, Canada L4W 0B3 at a planned cost of \$732,702.52 in 2022;
- b) the proposed by-law as appended to the staff report dated September 20, 2021 as Appendix "A" BE INTRODUCED at the Municipal Council meeting to be held on October 5, 2021:
  - i. TO APPROVE the agreement with CompuCom Canada Co. (the "Supplier") and The Corporation of the City of London (the "Buyer") for the "Publicly Funded Organization Agreement" for Desktop Management Services and Products (DMSP-03); and
  - ii. TO AUTHORIZE the Mayor and City Clerk to execute the Agreement;
- c) the Civic Administration BE AUTHORIZED to undertake all the administrative acts that are necessary in connection with this matter;
- d) approval hereby given BE CONDITIONAL upon the Corporation negotiating the maintaining of satisfactory prices, terms and conditions with CompuCom Canada Co. to the satisfaction of both the City Treasurer and the Director, Information Technology Services; and,
- e) approval hereby given BE CONDITIONAL upon the Corporation entering into a formal contract, agreement or having a purchase order relating to the subject matter of this approval.

**Motion Passed**

2.5 Expropriation of Lands - Southdale Road West and Wickerson Road Improvements Project

Moved by: E. Pelozza  
Seconded by: M. van Holst

That, on the recommendation of the Deputy City Manager, Environment and Infrastructure, with the concurrence of the Director, Transportation and Mobility, on the advice of the Director, Realty Services, approval BE GIVEN to the expropriation of land as may be required for the Southdale Road West and Wickerson Road improvements project, and that the following actions be taken in connection therewith:

- a) application be made by The Corporation of the City of London as Expropriating Authority to the Council of The Corporation of the City of London as approving authority for the approval to expropriate the land required for the Southdale Road West and Wickerson Road improvements project;
- b) The Corporation of the City of London serve and publish notice of the above application in accordance with the terms of the *Expropriations Act*;

c) The Corporation of the City of London forward to the Chief Inquiry Officer any requests for a hearing that may be received and report such to the Council of The Corporation of the City of London for its information; and,

d) the proposed by-law as appended to the staff report dated September 20, 2021 as Schedule "B" BE INTRODUCED at the Municipal Council meeting to be held on October 5, 2021 to authorize the foregoing and direct the Civic Administration to carry out all necessary administrative actions.

**Motion Passed**

2.6 Appointments and Updates to the Joint Venture Management Committee for the 4-Pad Arena Complex and to the Western Fair Lease Oversight Committee

Moved by: E. Pelosa

Seconded by: M. van Holst

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to organizational structure changes:

a) the proposed by-law as appended to the staff report dated September 20, 2021 as Appendix "A" BE INTRODUCED at the Municipal Council meeting to be held on October 5, 2021 to approve the appointment of the City's representatives to the Joint Venture Management Committee for the 4-Pad Arena Complex located on Western Fair Association (WFA) lands; and,

b) the proposed by-law as appended to the staff report dated September 20, 2021 as Appendix "B" BE INTRODUCED at the Municipal Council meeting to be held on October 5, 2021 to approve the appointment of City of London representatives to the Lease Oversight Committee under the ground lease between The Corporation of the City of London and the Western Fair Association.

**Motion Passed**

2.7 Investment Holdings Notification

Moved by: E. Pelosa

Seconded by: M. van Holst

That, on the recommendation of the Deputy City Manager, Finance Supports, the staff report dated September 20, 2021 regarding Investment Holdings Notification report BE RECEIVED for information.

**Motion Passed**

2.1 2021 Mid-Year Operating Budget Monitoring Report

Moved by: E. Pelosa

Seconded by: J. Morgan

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to the 2021 Mid-Year Operating Budget Monitoring Report:

a) the 2021 Operating Budget Mid-Year Monitoring Report for the

Property Tax Supported Budget, Water Budget, and Wastewater and Treatment Budget BE RECEIVED for information: it being noted that the year-end positions could fluctuate based on factors beyond the control of the Civic Administration:

- i) Property Tax Supported Budget projected surplus of \$11.2 million prior to the Reserve Fund contribution listed in part b), below;
- ii) Water Rate Supported Budget projected surplus of \$3.3 million prior to the Reserve contribution listed in part c), below; and,
- iii) Wastewater and Treatment Rate Supported Budget projected surplus of \$3.5 million prior to the Reserve contribution listed in part c), below;

b) notwithstanding the Council approved Surplus/Deficit Policy, the Civic Administration BE AUTHORIZED to allocate up to \$10 million of the Property Tax Supported Budget Surplus to the New Affordable Housing Reserve Fund to support future affordable housing initiatives, noting that any remaining surplus will be allocated in accordance with the Surplus/Deficit Policy;

c) the contribution of year-end Water and Wastewater and Treatment Rate Supported Budget surplus to the applicable Contingency Reserve up to the respective contingency target in accordance with the Council approved Surplus/Deficit Policy BE RECEIVED for information; it being noted that the projected contributions to achieve each contingency target are as follows:

- i) \$1.7 million to the Water Budget Contingency Reserve;
- ii) \$2.3 million to the Wastewater and Treatment Budget Contingency Reserve;

d) the remaining Water and Wastewater and Treatment Rate Supported Budget surplus BE ALLOCATED in accordance with the Surplus/Deficit Policy; and

d) the presentation providing an overview of 2021 Mid-Year Budget Monitoring (as appended to the staff report dated September 20, 2021 as Appendix C) BE RECEIVED for information;

it being noted that the Corporate Services Committee received a communication dated September 16, 2021 from C. Butler with respect to this matter.

Yeas: (4): M. Cassidy, M. van Holst, J. Morgan, and E. Pelosa

Absent: (2): A. Kayabaga, and E. Holder

**Motion Passed (4 to 0)**

## 2.2 2021 Mid-Year Capital Budget Monitoring Report

Moved by: M. van Holst

Seconded by: E. Pelosa

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to the 2021 Mid-Year Capital Budget Monitoring Report:

- a) the 2021 Mid-Year Capital Budget Monitoring Report BE RECEIVED for information; it being noted that the life-to-date capital budget represents \$2.36 billion with \$1.48 billion committed and \$0.89 billion uncommitted; it being further noted that the City Treasurer, or designate, will undertake the housekeeping budget adjustments identified in the

Report, in accordance with the Multi-Year Budget Policy adopted by amending by-law No. CPOL.-45(b)-239;

b) the status updates of active 2018 life-to-date capital budgets (2018 and prior) having no future budget requests, as appended to the staff report dated September 20, 2021 as Appendix "B", BE RECEIVED for information;

c) the following actions be taken with respect to the completed capital projects identified in Appendix "C", as appended to the above-noted staff report, which have a total of \$2.5 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 \$247 thousand BE TRANSFERRED to capital receipts;

B) authorized debt financing of \$44 thousand BE RELEASED resulting in a reduction of authorized, but unissued debt;

C) uncommitted reserve fund drawdowns of \$1.4 million BE RELEASED back into the reserve funds which originally funded the projects;

#### Non-Rate Supported

D) uncommitted reserve fund drawdowns of \$832 thousand BE RELEASED back into the reserve funds which originally funded the projects.

Yeas: (4): M. Cassidy, M. van Holst, J. Morgan, and E. Pelozza

Absent: (2): A. Kayabaga, and E. Holder

**Motion Passed (4 to 0)**

### **3. Scheduled Items**

None.

### **4. Items for Direction**

#### 4.1 Application - Issuance of Proclamation - Economic Abuse Awareness Day

Moved by: E. Pelozza

Seconded by: J. Morgan

That based on the application dated August 23, 2021 from Canadian Centre for Women's Empowerment, November 26, 2021 BE PROCLAIMED as Economic Abuse Awareness Day.

Yeas: (4): M. Cassidy, M. van Holst, J. Morgan, and E. Pelozza

Absent: (2): A. Kayabaga, and E. Holder

**Motion Passed (4 to 0)**

#### 4.2 Application - Issuance of Proclamation - Light the Night Day for the Leukemia & Lymphoma Society of Canada

Moved by: M. van Holst

Seconded by: E. Pelozza

That based on the application dated August 27, 2021 from the Leukemia & Lymphoma Society of Canada, October 23, 2021 BE PROCLAIMED as Light the Night Day for the Leukemia & Lymphoma Society of Canada.

Yeas: (4): M. Cassidy, M. van Holst, J. Morgan, and E. Peloza

Absent: (2): A. Kayabaga, and E. Holder

**Motion Passed (4 to 0)**

## **5. Deferred Matters/Additional Business**

### **5.1 (ADDED) Members of Council Proof of COVID-19 Vaccination Policy**

Moved by: J. Morgan

Seconded by: E. Peloza

That on the recommendation of the City Clerk, the proposed by-law as appended to the staff report dated September 20, 2021 as Appendix "A" being "A by-law to adopt "Members of Council Proof of COVID-19 Vaccination Policy", BE INTRODUCED at the Municipal Council Meeting to be held on October 5, 2021;

it being noted that the Corporate Services Committee received a communication dated September 16, 2021 from B. Gauld with respect to this matter.

Yeas: (3): M. Cassidy, J. Morgan, and E. Peloza

Nays: (1): M. van Holst

Absent: (2): A. Kayabaga, and E. Holder

**Motion Passed (3 to 1)**

## **6. Confidential (Enclosed for Members only.)**

Moved by: E. Peloza

Seconded by: M. van Holst

### **6.1 Land Disposition / Solicitor-Client Privileged Advice / Position, Plan, Procedure, Criteria or Instruction to be Applied to Any Negotiations**

A matter pertaining to the 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 Land Disposition / Solicitor-Client Privileged Advice / Position, Plan, Procedure, Criteria or Instruction to be Applied to Any Negotiations**

A matter pertaining to the 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.

### **6.3 Land Acquisition / Solicitor-Client Privileged Advice / Position, Plan, Procedure, Criteria or Instruction to be Applied to Any Negotiations**

A matter pertaining to the 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.

Yeas: (4): M. Cassidy, M. van Holst, J. Morgan, and E. Pelozza

Absent: (2): A. Kayabaga, and E. Holder

**Motion Passed (4 to 0)**

The Corporate Services Committee convenes, In Closed Session, from 12:37 PM to 12:48 PM

**7. Adjournment**

Moved by: M. van Holst

Seconded by: E. Pelozza

That the meeting BE ADJOURNED.

**Motion Passed**

The meeting adjourned at 12:48 PM.

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports

**Subject:** 2021 Mid-Year Operating Budget Monitoring Report

**Date:** September 20, 2021

## Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to the 2021 Mid-Year Operating Budget Monitoring Report:

- a) The 2021 Operating Budget Mid-Year Monitoring Report for the Property Tax Supported Budget, Water Budget, and Wastewater and Treatment Budget **BE RECEIVED** for information. An overview of the net corporate projections are outlined below, noting that the year-end positions could fluctuate based on factors beyond the control of Civic Administration:
  - i) Property Tax Supported Budget projected surplus of \$11.2 million prior to the Reserve Fund contribution listed in recommendation b).
  - ii) Water Rate Supported Budget projected surplus of \$3.3 million prior to the Reserve contribution listed in recommendation c).
  - iii) Wastewater and Treatment Rate Supported Budget projected surplus of \$3.5 million prior to the Reserve contribution listed in recommendation c).
- b) Notwithstanding the Council approved Surplus/Deficit Policy, Civic Administration **BE AUTHORIZED** to allocate up to \$10 million of the Property Tax Supported Budget Surplus to the New Affordable Housing Reserve Fund to support future affordable housing initiatives, noting that any remaining surplus will be allocated in accordance with the Surplus/Deficit Policy.
- c) The contribution of year-end Water and Wastewater and Treatment Rate Supported Budget surplus to the applicable Contingency Reserve up to the respective contingency target in accordance with the Council approved Surplus/Deficit Policy **BE RECEIVED** for information. Current projected contributions to achieve each contingency target are as follows:
  - i) \$1.7 million to the Water Budget Contingency Reserve.
  - ii) \$2.3 million to the Wastewater and Treatment Budget Contingency Reserve.The remaining Water and Wastewater and Treatment Rate Supported Budget surplus will be allocated in accordance with the Surplus/Deficit Policy.
- d) The presentation providing an overview of 2021 Mid-Year Budget Monitoring (Appendix C) **BE RECEIVED** for information.



## Executive Summary

This report provides a summary of the projected 2021 year-end operating results for the Property Tax Supported Budget, the Water Rate Supported Budget and Wastewater and Treatment Rate Supported Budget.

The Property Tax Supported Budget is projected to incur a total of \$70.8 million of COVID-19 financial impacts in 2021 (projected lost revenues and additional costs). However, significant Federal and Provincial support has been made available since the onset of the pandemic, with the City of London currently projecting to utilize a total of \$50.8 million in 2021 through various programs announced this year and unused funding carried over from 2020. In addition, net operational savings are projected primarily from temporary closures or reduced operations in various programs, services and facilities throughout the City due to public health restrictions in the first half of the year (total projected savings of \$31.2 million). Combining the Federal and Provincial funding support with the net savings resulting primarily from closures and reduced operations, the City is projecting to end the year in a surplus position of \$11.2 million for the Property Tax Supported Budget.

The Water Rate Supported Budget is projecting additional costs of \$0.1 million related to COVID-19, however also projecting to realize a revenue surplus of \$2.2 million primarily driven by surplus from consumption-based revenues. These factors, combined with a \$1.2 million surplus from various operational costs savings, has resulted in the Water Rate Supported Budget projecting a \$3.3 million surplus.

The Wastewater and Treatment Rate Supported Budget is projecting lost revenues due to COVID-19 of \$1.4 million as a result of the delay in rate increases associated with the transfer of the Conservation Authorities' costs from the Property Tax Supported Budget. The Wastewater and Treatment Budget is also projecting additional costs of \$0.4 million related to COVID-19. A total of \$1.4 million of Safe Restart Funding was applied to the Wastewater and Treatment Budget to offset the lost revenues noted above. A total of \$2.6 million was realized primarily from energy efficiency savings and net operational savings, with another \$1.3 million in revenue surplus from consumption-based revenues. These factors result in the Wastewater and Treatment Budget projecting an overall surplus of \$3.5 million.

## Linkage to the Corporate Strategic Plan

Council's 2019 to 2023 Strategic Plan for the City of London identifies 'Leading in Public Service' as a strategic area of focus. The City of London's Multi-Year Budget development and monitoring is a strategy to maintain London's finances in a transparent and well-planned manner to balance equity and affordability over the long term. 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 Plan.

# Analysis

## 1.0 Background Information

### 1.1 Previous Reports Related to this Matter

Strategic Priorities and Policy Committee, meeting on April 27, 2021, Agenda Item 4.2, 2020 Year-End Operating Budget Monitoring Report and COVID-19 Financial Impacts <https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=80678>

## 2.0 Discussion and Considerations

Budget monitoring is a key component for the governance and accountability process of the 2020 to 2023 Multi-Year Budget. As part of the move to a Multi-Year Budget for the Corporation of the City of London (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.

Each year Civic Administration will submit 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 B** 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.

The purpose of this report is to:

- Provide an overview of the projected financial results of the operating budgets for the Property Tax Supported Budget and rate supported budgets for Water and Wastewater and Treatment.
- Provide an overview of the projected net financial impacts of COVID-19.
- Provide information on the proposed allocation of 2021 year-end surplus and obtain Council’s approval as applicable.
- Provide an overview of federal and provincial funding as well as other forms of grants provided in response to COVID-19.
- Provide an updated summary of the COVID-19 factors projected to impact the 2022 Budget and beyond.
- Provide a summary of other emerging issues that may impact the Multi-Year Budget in 2022 to 2023.

## 3.0 Financial Impact/Considerations

### 3.1 2021 Property Tax Supported Operating Budget Monitoring

COVID-19 continues to have a significant financial impact on the City’s Property Tax Supported Budget. The City is projecting to incur a total of \$70.8 million of COVID-19 financial impacts in 2021 (projected lost revenues and additional costs). However, significant Federal and Provincial support has been made available since the onset of the pandemic, with the City of London currently projecting to utilize a total of \$50.8 million in 2021 through various programs announced this year and unused funding carried over from 2020. In addition, net operational savings are projected primarily from temporary closures or reduced operations in various programs, services and facilities throughout the City due to public health restrictions in the first half of the year (total projected savings of \$31.2 million). Combining the Federal and Provincial funding support with the net savings resulting primarily from closures and reduced operations, the City is projecting to end the year in a surplus position of \$11.2 million for the Property Tax Supported Budget. Table 1 provides a summary breakdown of the projected year-end position.

**Table 1 – 2021 Projected Year-End Position (\$millions)**

| <b>Category</b>   | <b>Lost Revenues due to COVID-19 (A)</b> | <b>Additional Costs due to COVID-19 (B)</b> | <b>Financial Impacts due to COVID-19 (C) = (A+B)</b> | <b>COVID-19 Related Grant Funding (D)</b> | <b>All Other Factors (E)</b> | <b>Surplus/ Deficit (F) = (C)+(D) +(E)</b> |
|---|--|---|--|---|------------------------------|--|
| Property Tax Supported Civic Service Areas Budgets  | -\$23.9                                  | -\$19.9                                     | -\$43.8  | \$33.0                                    | \$21.8                       | \$11.0                                     |
| Boards and Commissions Budgets  | -\$26.3                                  | -\$0.7                                      | -\$27.0  | \$17.8                                    | \$9.4                        | \$0.2                                      |
| <b>Total Civic Areas and Boards and Commissions</b>   | <b>-\$50.2</b>                           | <b>-\$20.6</b>                              | <b>-\$70.8</b>                                       | <b>\$50.8</b>                             | <b>\$31.2</b>                | <b>\$11.2</b>                              |
| Recommendation b) for contribution to the New Affordable Housing Reserve Fund up to \$10 million to support future affordable housing initiatives |  |   |  |   |                              | -\$10.0                                    |
| <b>Total Civic Areas and Boards and Commissions Surplus After Recommendation b)</b>   |  |   |  |   |                              | <b>\$1.2</b>                               |

Subject to rounding

The primary contributing factors driving the year-end position include:

- Lost revenues of \$50.2 million. Main drivers include lost transit revenue due to lockdown measures that resulted in a significant decline in transit ridership, lost user fee revenue due to closures or significantly reduced operations at community centres and recreation facilities, cancellation or reduced offerings of recreation events and programming, and lost gaming revenues at the Western Fair.
- Additional costs incurred of \$20.6 million, primarily driven by additional funding to provide temporary housing arrangements for vulnerable populations, costs to support safe re-opening plans, and enhanced cleaning and additional personal protective equipment.
- Offset by other grant funding of \$50.8 million primarily driven by Safe Restart Agreement funding, and Social Services Relief Funding.

- Also offset by other factors of \$31.2 million due to various operational savings (net of associated reserve fund contributions), the majority of which are resulting from temporary closures, delays or reduced operations due to COVID-19. Specific examples include, among others:
  - Neighbourhood and Recreation Services – Cost savings due to reduced operations and closures at community centres and recreation facilities/programs;
  - Various Services – Reduced utilities usage and lower maintenance costs at City facilities due to closures/reduced operations;
  - Social and Community Support Services – Lower than anticipated spending on employment-related expenses for Ontario Works participants as many individuals are still being supported by other government income supports;
  - Roadways – Cost savings driven by a number of factors such as delayed implementation of Transportation Intelligent Mobility Management System (TIMMS), winter maintenance savings from a milder winter from January to March, and savings due to new streetlight maintenance contract and LED conversion;
  - RBC Place London – Cost savings from reduced operations and events, as well as additional one-time funding received from the City of London;
  - London Transit Commission – COVID-19 related operating cost savings, in addition to annualized Assessment Growth funding received but only partial year growth costs projected to be incurred;
  - Covent Garden Market – Operational savings due to reduced operations;
  - London Public Library – Operational savings due to reduced operations.

For a breakdown of the surplus/deficit by service grouping, refer to **Appendix A**.

In comparison to previous projections for 2021 COVID-19 net financial impacts (\$12.4 million per the 2020 Year-End Report for the Property Tax Supported Budget), the City is currently forecasting for greater COVID-19 net financial impacts (\$20.0 million). Additional lost revenues are anticipated due to the lockdowns that occurred in the first half of the year, primarily driven by reduced ridership for the London Transit Commission and closures at community centres and recreation facilities.

### Recommended Allocation of 2021 Projected Surplus

On April 13, 2021, Municipal Council directed Civic Administration to expedite the development of 3,000 affordable housing units, as set out in the Housing Stability Action Plan, to be in place in five years, instead of ten years as set out in the Plan; and that Civic Administration be directed to report back with an implementation plan, including financial impacts. Civic Administration has engaged an external consultant to assist with development of this plan. The implementation plan inclusive of financial impacts is expected to be presented to Council this fall. In anticipation of this plan and recognizing the growing affordable housing needs in the community, Civic Administration recommends, notwithstanding the Council approved Surplus/Deficit Policy, up to \$10 million of the Property Tax Supported Budget surplus be contributed to the New Affordable Housing Reserve Fund to be used as funding source for future affordable housing initiatives.

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.

As per Policy, the residual projected \$1.2 million surplus, if realized, will be allocated as follows:

- a) \$0.6 million to reduce authorized debt;
- b) \$0.3 million to the Community Investment Reserve Fund, and;
- c) \$0.3 million to the Capital Infrastructure Gap Reserve Fund.

### 3.2 2021 Water Rate Supported Operating Budget Monitoring

The 2021 Water Rate Supported Budget projected surplus is \$3.3 million (Table 2) prior to the year-end contribution to the Water Budget Contingency Reserve.

**Table 2 – 2021 Projected Year-End Position (\$millions)**

| Category   | Lost Revenues due to COVID-19 (A) | Additional Costs due to COVID-19 (B) | Financial Impacts due to COVID-19 (C) = (A+B) | COVID-19 Related Grant Funding (D) | All Other Factors (E) | Surplus/Deficit (F) = (C)+(D)+(E) |
|--|-----------------------------------|--------------------------------------|---|------------------------------------|-----------------------|-----------------------------------|
| Water  | \$0.0                             | -\$0.1                               | -\$0.1  | \$0.0                              | \$3.4                 | \$3.3                             |
| Projected contribution to the Water Budget Contingency Reserve to achieve Contingency Target |                                   |                                      |   |                                    |                       | -\$1.7                            |
| <b>Total Water Surplus After Contribution</b>  |                                   |                                      |   |                                    |                       | <b>\$1.6</b>                      |

Subject to rounding

The projected year-end position is driven by the following:

- Additional costs of \$0.1 million to meet COVID-19 protocol requirements and the purchase of additional COVID-19 related personal protective equipment.
- All other factors resulting in a net surplus of \$3.4 million:
  - A \$2.2 million surplus in revenues, primarily from residential consumption-based revenues as customers continue to spend more at home.
  - A \$1.2 million surplus driven by various operational cost savings.

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

- d) 50% to reduce authorized debt, and;
- e) 50% to the Waterworks Reserve Fund to mitigate growth in the infrastructure gap.

As per Policy, the residual projected \$1.6 million surplus, if realized, will be allocated as follows:

- d) Nil to reduce authorized debt, (there currently is no authorized debt to which debt substitution can be applied for Water), and;
- e) \$1.6 million to the Waterworks Reserve Fund.

### 3.3 2021 Wastewater and Treatment Rate Supported Operating Budget Monitoring

The 2021 Wastewater and Treatment Rate Supported Budget projected surplus is \$3.5 million (Table 3) prior to the year-end contribution to the Wastewater and Treatment Budget Contingency Reserve.

**Table 3 – 2021 Projected Year-End Position (\$millions)**

| Category  | Lost Revenues due to COVID-19 (A) | Additional Costs due to COVID-19 (B) | Financial Impacts due to COVID-19 (C)<br>=(A+B) | COVID-19 Related Grant Funding (D) | All Other Factors (E) | Surplus/Deficit (F)<br>=(C)+(D)+<br>+(E) |
|---|-----------------------------------|--------------------------------------|---|------------------------------------|-----------------------|--|
| Wastewater and Treatment  | -\$1.4                            | -\$0.4                               | -\$1.8  | \$1.4                              | \$3.9                 | \$3.5                                    |
| Projected contribution to the Wastewater and Treatment Budget Contingency Reserve to achieve Contingency Target |                                   |                                      |   |                                    |                       | -\$2.3                                   |
| <b>Total Wastewater and Treatment Surplus After Contribution</b>  |                                   |                                      |   |                                    |                       | <b>\$1.2</b>                             |

Subject to rounding

The projected year-end position is driven by the following:

- Lost revenues of \$1.4 million due to COVID-19 are the result of the delay of the 3.5% additional Wastewater rate increase approved during the 2020-2023 Multi-Year Budget deliberations to fund the portion of the Conservation Authorities' costs shifted from the Property Tax Supported budget to the Wastewater & Treatment budget. The rate increase took effect July 1, 2021.
- Additional costs of \$0.4 million to meet physical distancing requirements and additional COVID-19 related personal protective equipment and cleaning.
- Utilization of \$1.4 million of Safe Restart Funding to cover the lost revenues due to COVID-19 noted above.
- All other factors resulting in a net surplus of \$3.9 million:
  - \$2.6 million was realized primarily from energy efficiency savings and net operational savings.
  - \$1.3 million revenue surplus from consumption-based revenues due to the higher than anticipated consumption in the residential sector.

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

- a) 50% to reduce authorized debt, and;
- b) 50% to the Sewage Works Reserve Fund to mitigate growth in the infrastructure gap.

As per Policy, the residual projected \$1.2 million surplus, if realized, will be allocated as follows:

- a) Nil to reduce authorized debt, (there currently is no authorized debt to which debt substitution can be applied for Wastewater and Treatment), and;
- b) \$1.2 million to the Sewage Works Reserve Fund.

### 3.4 Safe Restart Agreement Funding and Other Related Funding

As noted above, significant financial support was provided by the Federal and Provincial governments to municipalities since the onset of the pandemic, including funding that was allocated in 2020 but not utilized until 2021. This section provides a summary of the funding support being utilized in 2021.

#### Phase II Funding: Operating and Municipal Transit

In December 2020, the Government of Ontario announced it was investing an additional \$695 million under the Safe Restart Agreement's Municipal Operating Stream to help manage the financial impacts of COVID-19 in 2021. The City of London's allocation amounted to \$4.4 million. At the same time, it was announced Phase II allocations under the Municipal Transit Program amounted to \$1.5 billion. The Phase II allocation for London from the Safe Restart Agreement – Municipal Transit Program totalled \$23.2 million. This covered eligible expenditures incurred between October 1, 2020, and March 31, 2021, and was reimbursed based on required reporting in accordance with the Province's eligibility criteria.

#### Phase III Funding: Municipal Transit

On March 3, 2021, it was announced the Government of Ontario was investing an additional \$650 million of funding to address COVID-19 financial impacts on transit. Of the total \$650 million envelope, the City of London's allocated share will amount to \$18.1 million to be applied against eligible expenditures for the period between April 1, 2021, and December 31, 2021. The Province has also indicated that, at its sole discretion and on a case-by-case basis, it may grant extensions of the Phase 3 period to cover costs incurred after December 31, 2021, but prior to January 1, 2023.

#### 2021 COVID-19 Recovery Funds

On March 4, 2021, the Government of Ontario announced an additional \$500 million investment to help municipalities further respond to 2021 operating budget pressures due to COVID-19. The City of London has been notified that its share of this funding will amount to \$11.7 million. An interim report was provided to the Province in June of 2021 on 2021 estimated operating impacts and planned use of funding under the 2021 program. A final report will be required in spring of 2022.

#### Other Related Funding

In addition to the major announcements and support mentioned above, additional grant funding is projected to be utilized/recognized through the following programs in 2021:

- Social Services Relief Fund (SSRF) – provincial funding available to assist vulnerable people with their housing needs and to help them find long-term housing solutions.
- Provincial Child Care and Early Years Re-investment Funding – additional funding support for the child care sector to support increased costs of operating licensed childcare centres during the ongoing COVID-19 crisis.
- Long-Term Care Prevention & Containment Funding, Wage Grants – funding available for prevention, containment and pandemic related costs, as well as other wage supports and personal support worker wage enhancements.
- Reaching Home Funding: Canada's Homelessness Strategy – incremental federal funding to prevent the spread of COVID-19 in shelters and to help prevent at-risk Canadians from becoming homeless.
- Other various Wage, Service Support and Personal Protective Equipment (PPE) Grants – funding available to support COVID-19 assessment centre costs, enhanced cleaning, PPE and various wage grants.

A summary of the City's portion of other related funding streams is detailed in the table below. In most cases, these funding streams are to be applied to specific eligible costs under the various programs and are not available to offset general municipal COVID-19 pressures.

**Table 4 – Projected Other Related Funding to be Utilized/Recognized in 2021**

| <b>2021 Program/Funding</b>                                  | <b>Amount<br/>(in millions)</b> |
|--|---------------------------------|
| Provincial Social Services Relief Funding (SSRF)             | \$12.9                          |
| Provincial Child Care and Early Years Re-Investment Funding  | \$1.9                           |
| Long-Term Care Prevention & Containment Funding, Wage Grants | \$1.2                           |
| Reaching Home Funding: Canada's Homelessness Strategy        | \$0.8                           |
| Other various Wage, Service Support and PPE Grants           | \$2.3                           |

Subject to rounding

## 4.0 Key Issues and Considerations

### 4.1. Future COVID-19 Projected Financial Impacts

#### 2022 Budget

Several services have identified areas of significant uncertainty as they relate to the potential magnitude and duration of COVID-19 financial impacts on the City's 2022 Budget (Table 5). This table contains estimated financial impacts to the City of London in terms of potential lost revenues, additional costs and COVID-19 related grant funding for the 2022 Property Tax, Water, and Wastewater and Treatment Budgets. Civic Administration is continuing to actively monitor factors potentially impacting the 2022 Budget and actual experience of these estimated impacts will be driven by how the pandemic and its related disruptions evolves.

**Table 5 – Summary of Factors Anticipated to Affect 2022 Budget (\$millions)**

| <b>Category</b>  | <b>2022<br/>Lost<br/>Revenues<br/>due to<br/>COVID-19</b> | <b>2022<br/>Additional<br/>Costs due<br/>to COVID-19</b> | <b>2022<br/>COVID-19<br/>Related<br/>Grant<br/>Funding</b> | <b>2022<br/>COVID-19<br/>Total Impact</b> |
|--|---|--|--|---|
| Property Tax Supported Budget: Civic Service Areas             | -\$9.2  | -\$4.9   | \$4.1  | -\$10.0                                   |
| Property Tax Supported Budget: Boards and Commissions          | -\$6.5  | -\$0.4   | \$0.0  | -\$6.9                                    |
| <b>Subtotal Property Tax Supported Budget</b>                  | <b>-\$15.7</b>  | <b>-\$5.3</b>  | <b>\$4.1</b>   | <b>-\$16.9</b>                            |
| Water Rate and Wastewater and Treatment Rate Supported Budgets | -\$0.0  | -\$0.4   | \$0.0  | -\$0.4                                    |
| <b>Total Property Tax, Water, and Wastewater Budget</b>        | <b>-\$15.7</b>  | <b>-\$5.7</b>  | <b>\$4.1</b>   | <b>-\$17.3</b>                            |

Subject to rounding

Service areas included in the table above projecting to have significant financial impacts from COVID-19 or significant uncertainty include, but are not limited to, the following:

#### Civic Service Areas

- Parking – Parking revenues are anticipated to be reduced due to continued decreased demand for paid parking.
- Neighbourhood & Recreation Services – If programs are not running at full capacity in 2022, this will continue to impact user fee revenues from community centres, recreation facilities and programs and special events.



- Investment Income – The City is anticipating a significant reduction to investment income in comparison to budget due to the reduction of interest rates by 150 basis points (1.5%) by the Bank of Canada in 2020 that is forecasted to remain for 2021 and the majority of 2022.
- Airport Payment In Lieu of Taxes – The payment calculation is based on two-year prior passenger count, which has been significantly reduced due to COVID-19 restrictions. This will impact the City's budget starting in 2022.
- Various Services – Lost user fees and additional costs to support enhanced cleaning and personal protective equipment, noting that some COVID-19 grant funding, particularly to support vulnerable populations, will be eligible to be carried over and utilized prior to March 31, 2022.

#### Boards & Commissions

- London Transit Commission – LTC is projecting lost revenue due to continued COVID-19 impacts on ridership.
- RBC Place London – COVID-19 has caused the cancellation or postponement of large events and gatherings, significantly impacting the primary revenue streams of RBC Place London. It remains unclear when the demand for these events will rebound to pre-pandemic levels.
- Covent Garden Market – Anticipated ongoing loss of parking revenues.
- Middlesex-London Health Unit – Depending on the progression of the pandemic, it is anticipated that the Middlesex-London Health Unit will incur additional pandemic related costs. However, the extent of these costs, and available provincial funding support to offset them, are not known at this time.

Due to the evolving nature of the pandemic, financial impacts are difficult to forecast. As a mitigation strategy for residual COVID-19 impacts on the 2022 budget, \$12.3 million was contributed to the Operating Budget Contingency Reserve through the 2020 Year-end Operating Budget Monitoring Report. It is not currently anticipated that this funding will be utilized in 2021 and, as a result, it will remain available to offset COVID-19 pressures on the 2022 budget. With the uncertainty surrounding longer-term impacts in 2022 and beyond, other measures may be necessary to mitigate lost revenues and additional costs impacting the City's budget.

#### 4.2. Other 2022 to 2023 Emerging Issues

Several services have identified potential service delivery pressures that may impact expenditures/revenues in 2022 to 2023. This section describes some of the more significant issues and the measures taken to mitigate or address these issues. Civic Administration is continuing to actively monitor all emerging issues, including items not listed below. The likelihood of each issue impacting the Multi-Year Budget is rated as high, medium or low. The definitions of the likelihood measures are as follows:

- High – the likelihood of the issue occurring over the 2022 to 2023 period is predicted to be greater than 60%
- Medium – the likelihood of the issue occurring over the 2022 to 2023 period is predicted to be between 30% and 60%
- Low – the likelihood of the issue occurring over the 2022 to 2023 period is predicted to be less than 30%

All the issues discussed below have been rated as High.

#### Legislative:

**1. Multiple Services - Federal & Provincial Governments** - The Federal and Provincial Governments have taken measures in responding to the economic and social fallout resulting from the COVID-19 pandemic. As outlined previously in this report, the City of London has received funding allocations for COVID-19 related municipal operating costs and pressures in 2021. However, significant uncertainty remains with regards to magnitude and duration of the recovery from COVID-19. Significant

uncertainty also exists regarding senior government funding support for COVID-19 economic recovery in future years.

**What we are doing to mitigate/address the issue:** Civic Administration is continuously monitoring projected financial impacts from COVID-19 and will utilize the available funding to mitigate the impacts. In the event that the funding allocations do not fully offset COVID-19 impacts, further actions may be required to balance the Corporation's budget. Civic Administration will also continue to ensure that our Federal and Provincial partners are aware of the need for stable, predictable funding to mitigate any longer-term impacts from the pandemic, particularly related to supporting vulnerable populations.

**2. London Police Services - Provincial Funding under the Court Security and Prisoner Transportation grant program is under review for the first time since 2008. Some changes are expected to this province wide program.**

**What we are doing to mitigate/address the issue:** The Ontario Association of Chiefs of Police are in continuous contact with the Ministry to ensure the perspective of local police services is communicated.

**3. Social & Community Support Services - Employment Services Transformation (EST) - The Province of Ontario is transforming employment services across Ontario. On July 2, 2019, the Government of Ontario announced that the new employment services model would first be implemented in the following 3 prototype regions: Region of Peel, Hamilton-Niagara and Muskoka-Kawarthas. Full implementation will be phased in over the next several years.**

On June 11, 2021, the Ministry announced the launch of EST to 9 additional catchment areas across the province. London is one of these catchment areas. The expansions will be sequenced in several stages between now and the end of 2023.

On July 13, 2021, the City responded to the Ministry's Request for Qualification and submitted a single-applicant bid for Service System Manager - Employment Services Transformation for the London Region (London, Middlesex, Elgin and Oxford). If the City qualifies via the Request for Qualification process the City will be invited to participate in the call for proposals. The anticipated timeline for this is September 2021.

There are no immediate changes to day-to-day operations in Ontario Works, and no expected impact to 2022 Ontario Works program delivery funding. While the timing of the rollout is not yet known, Ontario Works program delivery funding levels will remain at 2021 levels. There could potentially be significant budgetary impacts if the City is not selected as a permanent employment services program delivery provider.

**What we are doing to mitigate/address the issue:** The Ontario Works Administrator is working closely with the Ministry and colleagues across the province to ensure London's input on the desired state of employment service delivery is known.

**4. Social & Community Support Services - Social Assistance Transformation - On February 11, 2021, the Province of Ontario released an update of their plans for Social Assistance Transformation and Human Services Integration. This plan includes centralizing functions, employment services transformation, a human services integration and a change to the funding model and accountabilities. This transformation is expected to occur over the period of 2020 to 2024. 2020 to 2022 will be largely "learning and testing years". 2022 to 2024 will be a period of continued implementation of centralized services and municipalities delivering life stabilization to Ontario Works/Ontario Disability Support Programs. 2024 will be the roll-out of a new human services model with municipalities providing integrated life stabilization supports to social assistance clients, people in crisis and other municipal programs.**

**What we are doing to mitigate/address the issue:** Financial impacts related to a change in the funding model are unknown at this time as the Ministry plans to involve municipalities in the co-design of the model. The Ontario Works Administrator is working closely with the Province and colleagues across the Province to ensure

London's input on the desired state of employment service delivery is known. London will actively participate in any prototype opportunities.

**5. Garbage Recycling & Composting** - In June of 2021 the final regulation to transition the Blue Box program from 100% municipal responsibility and 50% funding responsibility to 100% industry responsibility and funding was made and filed under the Resource Recovery and Circular Economy Act, 2016. Under the regulation, London will start the process of transition to the new framework as of July 1, 2023.

**What we are doing to mitigate/address the issue:** As noted during the 2020 year-end monitoring report, estimated savings to the City will range between \$1 million and could reach \$4 million by 2026. The actual amount will be based on a negotiation with Industry (Producer Responsibility Organization – PRO) and our current contractor, Miller Waste Systems. Once further information is known, adjustments to the budget will be brought forward to a future annual budget update process. Some of the savings noted above may be realized in the latter half of 2023; however as details and the mechanisms for transition are currently being developed by the Resource Productivity & Recovery Authority, details will not be known until late 2021 or early 2022.

**6. Social & Health Services - Middlesex-London Health Unit** – In 2019, the Province of Ontario announced planned changes to the funding model for public health in Ontario. This included the migration of the shared funding model to a 70:30 split between province and municipalities, noting that the shift was capped at a 10% increase in the municipal share for 2020. Subsequent to the onset of the COVID-19 pandemic, it was announced that mitigation funding would be provided to fully offset the change in cost-sharing for both 2020 and 2021. It is currently unclear whether the mitigation funding will continue to be provided in 2022 and future years.

Additionally, the Middlesex-London Health Unit, like other health units, has incurred significant costs in responding to the COVID-19 pandemic. To date, the expectation has been that these costs will be fully funded by the Province. However, there is uncertainty as to whether the Province will continue reimbursing public health units for these costs in future years.

**What we are doing to mitigate/address the issue:** Civic Administration will continue to meet regularly with representations from the Health Unit to receive regular updates on provincial funding for public health. Opportunities for collaboration will also be explored to ensure that the Province is aware of the importance of stable, predictable funding for public health.

#### **Cost/Revenue Driver:**

**1. Multiple Services – Inflationary pressures** – As a result of COVID-19 and subsequent supply chain disruptions and increased demand for certain materials, many areas are experiencing inflationary pressures. Costs are rising at a fast pace, including areas such as shelter and energy, however these increases are becoming more widespread across various categories.

**What we are doing to mitigate/address the issue:** Civic Administration will continue to monitor these inflationary pressures and attempt to manage these pressures within budget. Should inflationary pressures become more permanent, future budget changes may be required.

**2. Middlesex-London Health Unit** - At its February 21st meeting, the Board of Health for the Middlesex-London Health Unit approved a budget that includes unanticipated increases related to inflationary cost pressures and higher occupancy-related costs for the new office space at Citi Plaza. Funding for these cost pressures is being requested from the Health Unit's municipal partners. These cost pressures were not included in the City's 2021 Budget Update process and will represent an in-year pressure on the 2021 budget.

**What we are doing to mitigate/address the issue:** Civic Administration is working with Middlesex-London Health Unit staff to ensure that a budget amendment is submitted for consideration as part of the 2022 Budget Update.

**3. Payment in Lieu (PIL) of Taxation - London Airport** - The London International Airport provides a payment in lieu of taxes that is based on a per-passenger rate according to the number of travellers utilizing the airport in previous years. This payment to the City of London is anticipated to decrease in 2022 by \$0.5 million and is attributed to a decline in the total number of enplaned and deplaned passengers in London. This payment reduction will continue thereafter, even after the total number of passengers return to previous levels, as the Municipal Act caps annual increases. Annual increases in the amount of the payment are capped to 5% regardless of the actual increase in number of passengers. It is anticipated that this will impact the City's PIL from the London Airport for numerous years to come.

**What we are doing to mitigate/address the issue:** Civic Administration will continue to communicate with the London Airport Authority to monitor the passenger volume that is applicable to PIL to determine what the future potential financial impacts might be. Civic Administration is engaging with the Ministry to advocate for the removal of the 5% cap in light of the future impacts this will have on the City's Budget.

**4. RBC Place London** – As outlined in previous reports on COVID-19 financial impacts, the pandemic has had a devastating impact on RBC Place London. COVID-19 has caused the cancellation or postponement of large events and gatherings, resulting in budgeted revenues not materializing. As part of the 2020 Year-End Operating Monitoring Report, RBC Place London received a one-time grant in the amount of \$2.5 million to sustain operations through 2021, and a one-time contribution of \$1.0 million to the RBC Place Renewal Reserve Fund to ensure that the current RBC Place capital plan remains fully funded despite pressures on the reserve fund. Despite this financial support and significant actions taken by RBC Place London to address financial challenges, public health restrictions continue to limit the size of indoor gatherings as of the time of writing and there remains hesitancy amongst some members of the public to attend large events. As a result, it is anticipated that 2022 will be another challenging year for RBC Place London. It remains unclear when the demand for these events will rebound to pre-pandemic levels.

**What we are doing to mitigate/address the issue:** Civic Administration is receiving regular updates on the operations and financial situation of RBC Place London. Due to the magnitude of the financial impacts and strong possibility that adverse impacts will continue into 2022, further budget changes may be required as part of the 2022 Annual Budget Update.

## Conclusion

The Property Tax, Water and Wastewater and Treatment Budgets are incurring significant financial impacts in 2021 due to COVID-19. However, significant Federal and Provincial support has been made available since the onset of the pandemic. Additionally, net operational savings are projected primarily from temporary closures or reduced operations in various programs, services and facilities throughout the City due to public health restrictions. Combining the Federal and Provincial funding support with the net operational savings, the Property Tax, Water, and Wastewater and Treatment Budgets are projecting to end the year in a surplus after covering the residual deficit impacts of COVID-19.

**Prepared by:** Rick Lamon, CPA, CMA, Manager, Accounting and Reporting and Martin Galczynski, CPA, CA, Manager, Financial Planning and Policy

**Submitted by:** Kyle Murray, CPA, CA, Director, Financial Planning and Business Support

**Recommended by:** Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports

## Appendix A – 2021 Projected Year-End Financial Summary

Property Tax Supported Budget – Civic Service Areas (\$millions)

| Category                                    | Lost Revenues due to COVID-19 | Additional Costs due to COVID-19 | COVID-19 Related Grant Funding | All Other Factors | Surplus / Deficit |
|---|-------------------------------|----------------------------------|--------------------------------|-------------------|-------------------|
| Centennial Hall                             | -0.6                          | 0.0                              | 0.0                            | 0.4               | -0.2              |
| Arts, Culture & Heritage Advisory & Funding | 0.0                           | 0.0                              | 0.0                            | 0.0               | 0.0               |
| Heritage                                    | 0.0                           | 0.0                              | 0.0                            | 0.0               | 0.0               |
| Economic Development                        | 0.0                           | 0.0                              | 0.0                            | 0.0               | 0.0               |
| Community Improvement/BIA                   | 0.0                           | 0.0                              | 0.0                            | 0.1               | 0.1               |
| Environmental Action Programs & Reporting   | 0.0                           | 0.0                              | 0.0                            | 0.3               | 0.3               |
| Garbage Recycling & Composting              | 0.0                           | -0.1                             | 0.0                            | -1.5              | -1.6              |
| Neighbourhood & Recreation Services         | -10.1                         | -2.0                             | 1.9                            | 10.8              | 0.6               |
| Parks & Urban Forestry                      | 0.0                           | -0.1                             | 0.0                            | 1.1               | 1.0               |
| Building Approvals                          | -0.1                          | 0.0                              | 0.0                            | 1.4               | 1.3               |
| Planning Services                           | 0.0                           | 0.0                              | 0.0                            | 0.8               | 0.8               |
| Development Services                        | -0.2                          | 0.0                              | 0.0                            | 0.6               | 0.4               |
| Animal Services                             | 0.0                           | 0.0                              | 0.0                            | 0.5               | 0.5               |
| By-law Enforcement                          | -0.1                          | 0.0                              | 0.0                            | 0.0               | -0.1              |
| Corporate Security & Emergency Management   | 0.0                           | -1.7                             | 1.4                            | 0.3               | 0.0               |
| Fire Services                               | 0.0                           | -0.1                             | 0.0                            | 0.1               | 0.0               |
| Housing Services                            | 0.0                           | 0.0                              | 0.0                            | 1.3               | 1.3               |
| Land Ambulance                              | 0.0                           | 0.0                              | 0.0                            | 0.0               | 0.0               |
| Long Term Care (Dearness)                   | -0.6                          | -1.2                             | 1.3                            | 1.4               | 0.9               |
| Social and Community Support                | 0.0                           | -14.1                            | 13.6                           | 5.5               | 5.0               |
| Parking                                     | -3.5                          | 0.0                              | 0.0                            | 0.7               | -2.8              |
| Roadways                                    | 0.0                           | -0.2                             | 0.0                            | 3.5               | 3.3               |
| Rapid Transit                               | 0.0                           | 0.0                              | 0.0                            | 0.0               | 0.0               |
| Corporate Services                          | 0.0                           | -0.3                             | 0.0                            | 8.2               | 7.9               |
| Corporate Planning & Administration         | 0.0                           | 0.0                              | 0.0                            | 0.6               | 0.6               |
| Council Services                            | 0.0                           | 0.0                              | 0.0                            | 0.2               | 0.2               |
| Public Support Services                     | -2.7                          | -0.1                             | 0.0                            | 1.7               | -1.1              |
| Corporate Financing                         | -5.9                          | 0.0                              | 14.7                           | -16.0             | -7.2              |
| <b>Total Civic Areas Surplus/Deficit</b>    | <b>-23.9</b>                  | <b>-19.9</b>                     | <b>33.0</b>                    | <b>21.8</b>       | <b>11.0</b>       |

Subject to rounding

Property Tax Supported Budget – Boards & Commissions (\$millions)

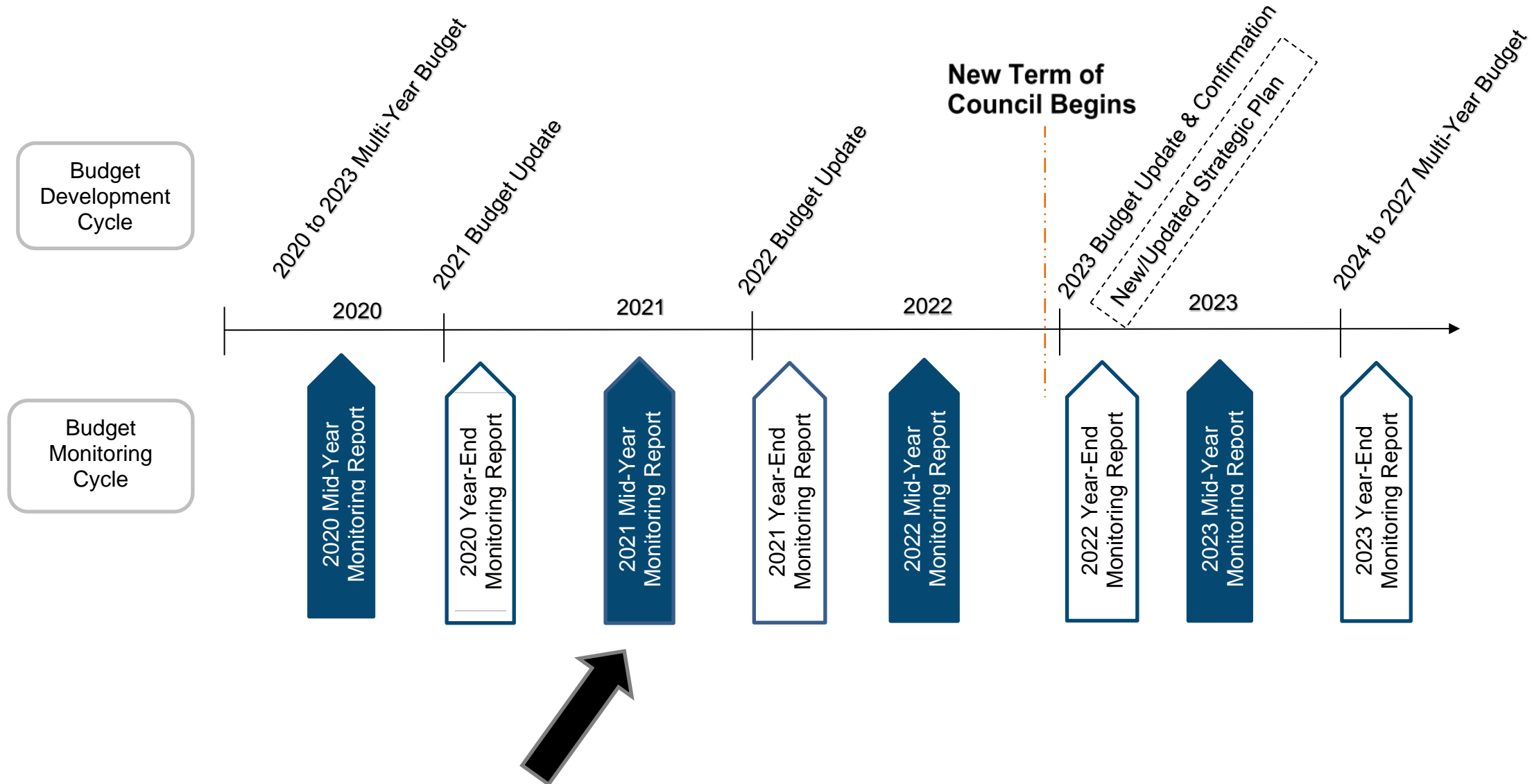
| <b>Category</b>                                       | <b>Lost Revenues due to COVID-19</b> | <b>Additional Costs due to COVID-19</b> | <b>COVID-19 Related Grant Funding</b> | <b>All Other Factors</b> | <b>Surplus / Deficit</b> |
|---|--------------------------------------|---|---------------------------------------|--------------------------|--------------------------|
| Museum London   | -0.6                                 | -0.1                                    | 0.7                                   | 0.0                      | 0.0                      |
| Eldon House   | 0.0                                  | 0.0                                     | 0.0                                   | 0.0                      | 0.0                      |
| London Public Library                                 | -0.8                                 | -0.2                                    | 0.0                                   | 1.0                      | 0.0                      |
| RBC Place London                                      | -3.6                                 | 0.0                                     | 0.0                                   | 3.6                      | 0.0                      |
| Tourism   | 0.0                                  | 0.0                                     | 0.0                                   | 0.0                      | 0.0                      |
| Covent Garden Market                                  | -1.1                                 | -0.1                                    | 0.1                                   | 1.1                      | 0.0                      |
| Conservation Authorities                              | -0.1                                 | 0.0                                     | 0.0                                   | 0.2                      | 0.1                      |
| London Police Services                                | -0.4                                 | -0.1                                    | 0.0                                   | 0.5                      | 0.0                      |
| Housing Development Corporation                       | 0.0                                  | 0.0                                     | 0.0                                   | 0.0                      | 0.0                      |
| London & Middlesex Community Housing                  | -0.5                                 | -0.2                                    | 0.0                                   | 0.7                      | 0.0                      |
| Middlesex-London Health Unit <sup>1</sup>             | 0.0                                  | 0.0                                     | 0.0                                   | -0.6                     | -0.6                     |
| London Transit Commission                             | -19.1                                | 0.0                                     | 17.0                                  | 2.9                      | 0.8                      |
| <b>Total Boards &amp; Commissions Surplus/Deficit</b> | <b>-26.3</b>                         | <b>-0.7</b>                             | <b>17.8</b>                           | <b>9.4</b>               | <b>0.2</b>               |

Subject to rounding

Note 1: Consistent with 2020 reporting, Middlesex-London Health Unit excludes costs and grant funding related to case/contact management and operation of vaccine clinics funded by the Ministry of Health.

## Appendix B – Multi-Year Budget Cycle

The timeline below illustrates when Council will receive the various reports that form the 2020 to 2023 Multi-Year Budget governance and accountability process.





## **2021 Mid-Year Budget Monitoring**



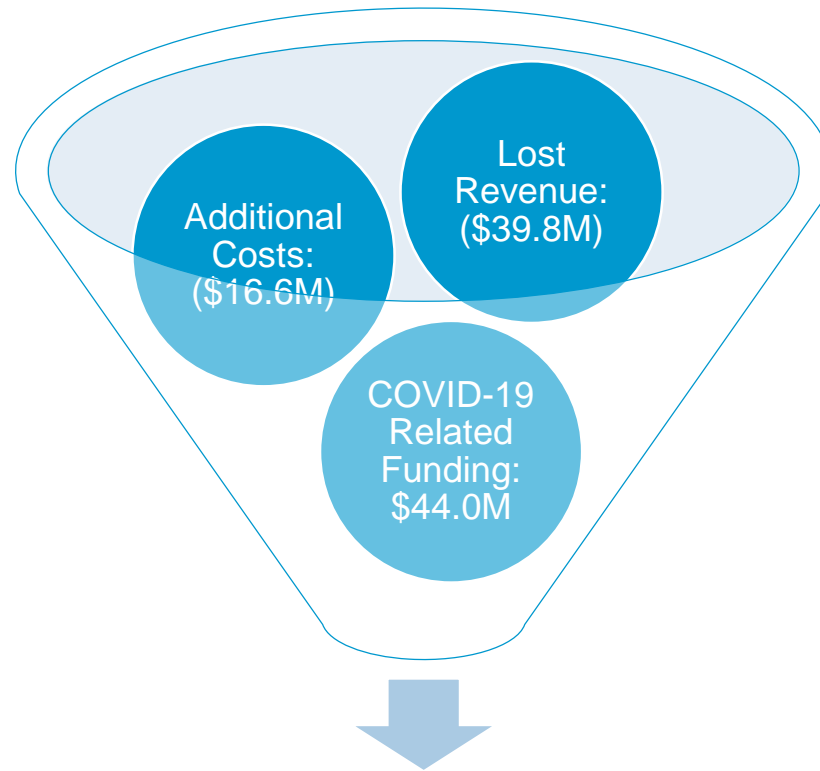
## Summary

- The City is projecting total 2021 COVID financial impacts of \$71M (lost revenues & additional costs)
- Significant Federal and Provincial support has been provided through various programs that is being utilized to offset 2021 COVID impacts (\$51M)
- 2021 COVID impacts net of Federal/Provincial support = \$20M (\$71M - \$51M)
- Other net operational savings are projected primarily attributable to one-time COVID impacts, for example:
  - Reduced operations and closures at community centres and recreation facilities/programs
  - Reduced usage of utilities and lower facility maintenance costs due to closures/reduced operations
  - Lower spending on OW employment expenses as many individuals are still being supported by other government income supports

## Summary – cont'd

- These other net savings are projected to be approx. \$31M
- Offsetting the net COVID impacts with these savings results in a total projected 2021 surplus of \$11M
- Notwithstanding the Surplus/Deficit Policy, up to \$10M of the property tax supported surplus, if realized, is recommended to be contributed to the New Affordable Housing Reserve Fund for future affordable housing initiatives; any remaining surplus will be allocated according to the Surplus/Deficit Policy

# Refresher: 2021 COVID-19 Projections in 2020 Year-end Report

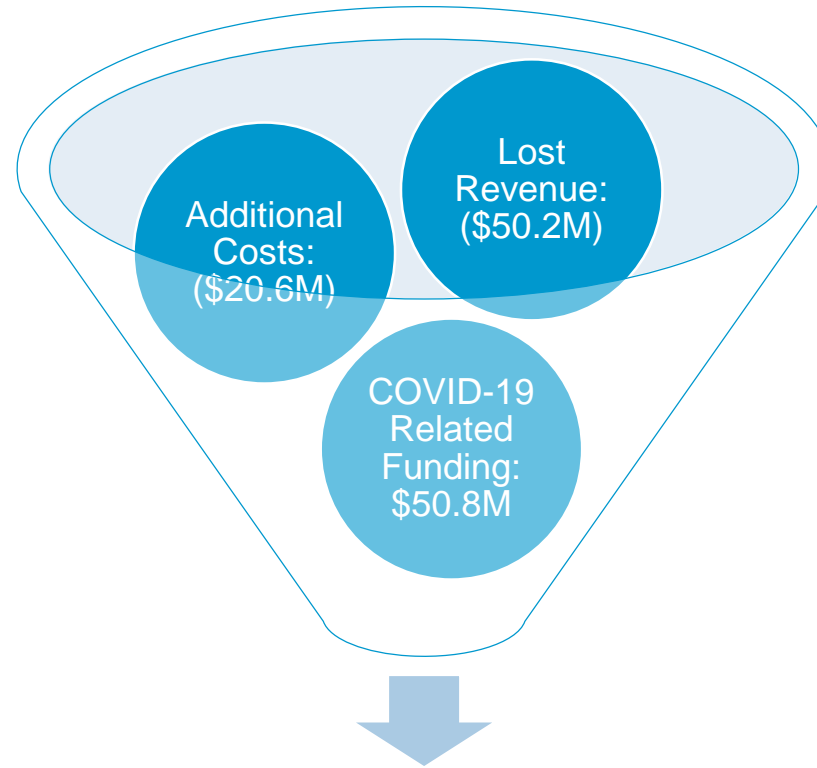


**Projected 2021 Net COVID-19 Impacts: (\$12.4M)**

# Refresher: 2021 COVID-19 Projections in 2020 Year-end Report



## 2021 Projected COVID-19 Financial Impacts Summary

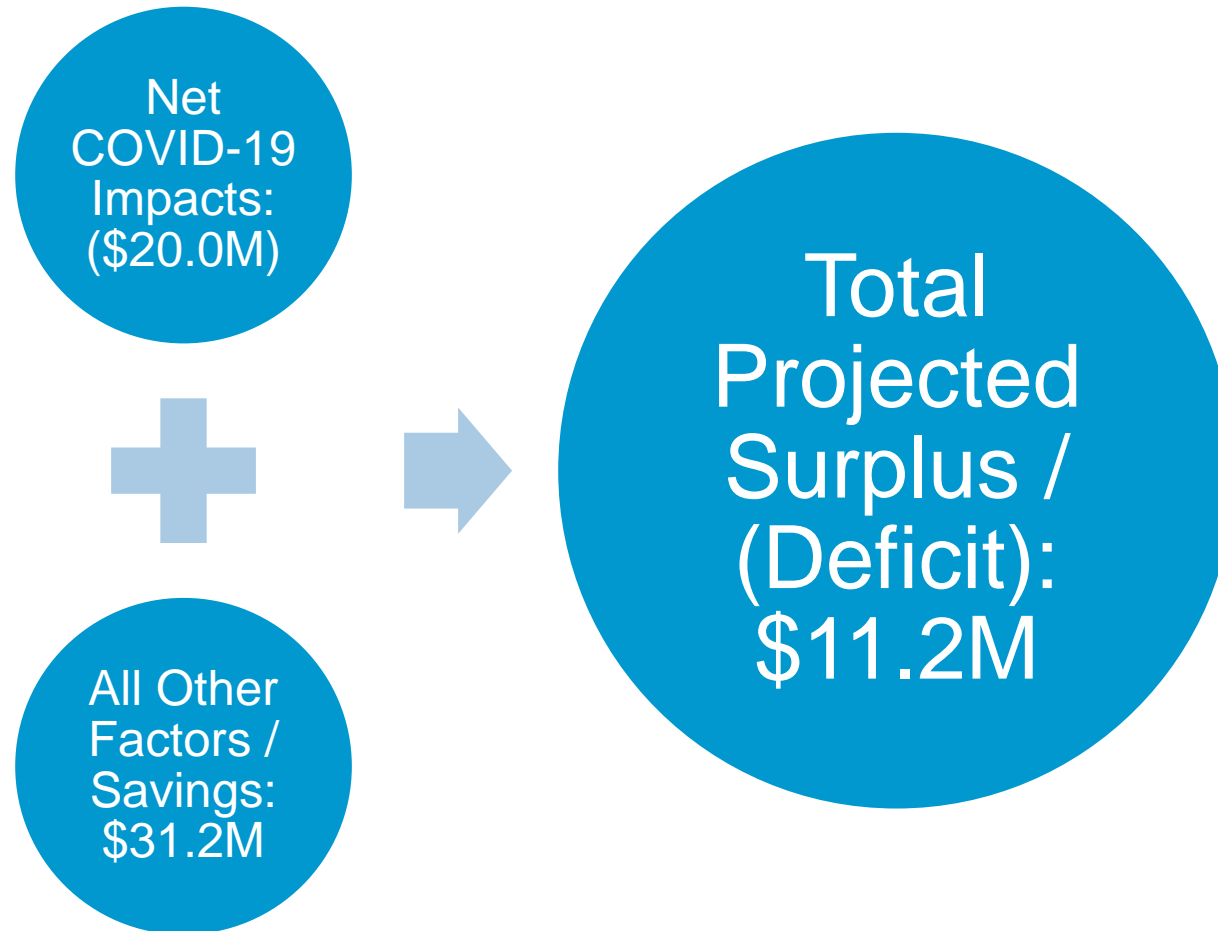


**2021 Projected Net COVID -19 Impacts:  
(\$20.0M)**

## Other Major Factors Offsetting Net COVID-19 Financial Impacts

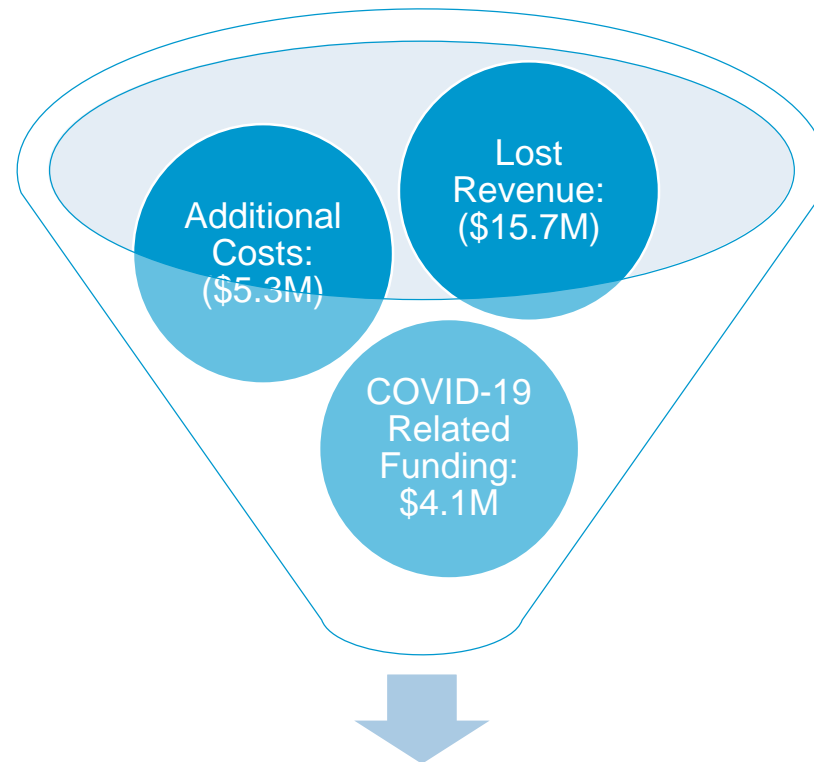
- Neighbourhood & Recreation Services – Reduced operations and closures at community centres and recreation facilities/programs
- Utilities & Facilities Maintenance – Reduced usage of utilities and lower facility maintenance costs due to closures/reduced operations
- Ontario Works – Lower spending on employment expenses as many individuals are still being supported by other government income supports
- RBC Place – Operational cost savings and one-time funding received from the City
- London Transit Commission – Full-year assessment growth revenues received but only partial year costs incurred; other operational savings

## Pulling Together the Projected 2021 Surplus/Deficit



Notwithstanding the Surplus/Deficit Policy, up to \$10M of the property tax supported surplus, if realized, is recommended to be contributed to the New Affordable Housing Reserve Fund for future affordable housing initiatives; any remaining surplus will be allocated according to the Surplus/Deficit Policy

# Preliminary Projected 2022 COVID-19 Financial Impacts

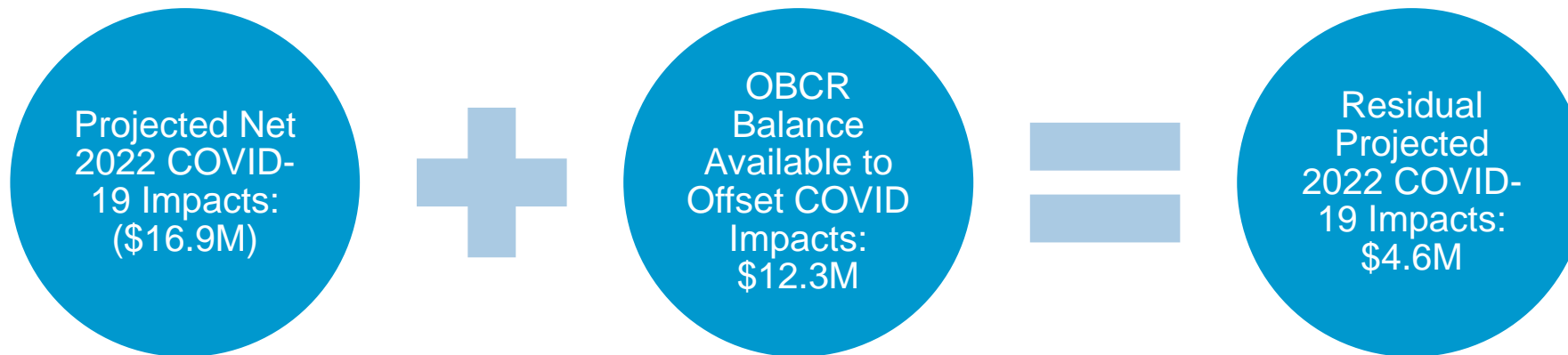


**Projected 2022 Net COVID-19 Impacts: (\$16.9M)**

Note: All figures are estimates based on current information, noting that these estimates are subject to significant uncertainty and may change.



## 2022 Forecasted Residual COVID-19 Impacts



Residual projected 2022 COVID-19 financial impacts appear to be manageable at this time.

2022 impacts will continue to be monitored and updates provided through the 2021 Year-End Budget Monitoring process.

## Water and Wastewater & Treatment 2021 Budget Projections

Water  
\$3.3M  
surplus

- \$1.7M projected contribution to Water Contingency Reserve to achieve target balance
- Balance of surplus to be allocated per Surplus/Deficit Policy

Wastewater  
\$3.5M  
surplus

- \$2.3M projected contribution to Wastewater Contingency Reserve to achieve target balance
- Balance of surplus to be allocated per Surplus/Deficit Policy

Note: Projected net 2022 COVID-19 impacts are \$0.0M for Water & \$0.4M for Wastewater.

**From:** butler.chris  
**Sent:** Thursday, September 16, 2021 6:26 PM  
**To:** csc <csc@london.ca>  
**Cc:** Saunders, Cathy <csaunder@london.ca>  
**Subject:** [EXTERNAL] Committee - Sept 20 Meeting - Added Agenda - Item 2.1  
Operations Budget Surplus Feedback

Please consider this an “ added agenda “ for Item 2.1 Operations Budget Surplus 2021 Consent request on the Water & Sewer Budget reco .

**Chair Cassidy , Mayor Holder – CSC Council leads ;**

AS a tax payer , I have suffered YOUR approved 8.5 % + 3.2 % increase respectively in 2020 and 2021 Approved Operating Budgeted for both Water and Sanitary Sewer rates , extremely inflationary for any Londoner & fixed income customers like me. The City of London approved and authorized ( again only consent asked for ) a major surplus in these Budget items in the 2020 tax year and squirrelled away in these same reserve funds that are recommended for fattening in todays report and added the great weight of some of the Thames Valley Conservation Authorities present and future costs to my limited ability to pay for these services .

**RECO NOW** >> I believe it's time to credit London Taxpayers for a significant portion of this over charging on Sewer and Water Rates with a one time payment back to their respective accounts in 2021 OR an adjustment in the 2022 projected budget rate increases going forward that reflect this operating surplus. If this City owned Utility was London Hydro , the Ontario Energy Board would reflect the same ruling and this monopoly should reflect the same consideration regardless of the By- Law on budget surplus distribution.

An other action Item here that would help from this Leadership Team for immediate cost control going forward - Any Water and Sewer job site I've seen in the past year has been supported by a “ personal City of London “ **truck rodeo** , up to 5 – 6 per job site with zero vehicle sharing for each employee and 2 trucks for all regular drive around jobs . With the recent City of London direction on C – 19 VAX , this should stop effective Oct 1 – 2021. It's truly an off – side OPS Cost increase and a HUGE INCREASE in GHGas emissions and staffing effectives .

THXS for Your Support >. Chris Buter

## Report to Corporate Services Committee

**To:** Chair and Members, Corporate Services Committee  
**From:** Anna Lisa Barbon, Deputy City Manager, Finance Supports  
**Subject:** 2021 Mid-Year Capital Budget Monitoring Report  
**Date:** September 20, 2021

## Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to the 2021 Mid-Year Capital Budget Monitoring Report:

- a) the 2021 Mid-Year Capital Budget Monitoring Report **BE RECEIVED** for information, it being noted that the life-to-date capital budget represents \$2.36 billion with \$1.48 billion committed and \$0.89 billion uncommitted; it being further noted that the City Treasurer, or designate, will undertake the housekeeping budget adjustments identified in the Report, in accordance with the Multi-Year Budget Policy adopted by amending by-law No. CPOL.-45(b)-239;
- b) the status updates of active 2018 life-to-date capital budgets (2018 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 \$2.5 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 \$247 thousand **BE TRANSFERRED** to capital receipts;
- B) authorized debt financing of \$44 thousand **BE RELEASED** resulting in a reduction of authorized, but unissued debt;
- C) uncommitted reserve fund drawdowns of \$1.4 million **BE RELEASED** back into the reserve funds which originally funded the projects;

### Non-Rate Supported

- D) uncommitted reserve fund drawdowns of \$832 thousand **BE RELEASED** back into the reserve funds which originally funded the projects;

## Executive Summary

This report provides a summary of the results related to the 2021 capital budget for the Property Tax Supported Budget, the Water Rate Supported Budget, and the Wastewater & Treatment Rate Supported Budget.

In response to the COVID-19 pandemic the Strategic Priorities and Policy Committee received reports on June 23, 2020 and September 22, 2020, addressing the COVID-19 Financial Impacts and 2020 Assessment Growth Allocations. The net effect of the capital budget deferrals and subsequent reinstatements through these reports resulted in \$2.6 million of capital budget and associated works permanently deferred. The deferrals were reflected in the 2020 operating budget net surplus.

At the midway point of 2021 the City's life-to-date capital budget stood at \$2.36 billion; \$1.48 billion (62.5%) is committed to capital work, while \$0.89 billion (37.5%) remains uncommitted. During the first half of the calendar year 97 discrete contract awards worth \$119.2 million were awarded; 55 by Council and 42 by Civic Administration

(Appendix “A”). These awards contributed to total capital spending of \$48.0 million by the halfway mark of 2021; a near return to 2019 pre-pandemic levels.

In addition to the update provided on the status of the City’s capital budget, the capital monitoring process reviews and evaluates that status for each active capital project. This report identifies capital projects with budgets greater than three years old that have no future budget requests (Appendix “B”). These projects have a high likelihood of being closed in future iterations of this report. This report recommends closing 49 capital projects with a total budget value of \$37.3 million (Appendix “C”). If approved, the closing of completed capital projects will return a total of \$2.5 million back to their original rate and non-rate sources of financing.

This report also provides a summary of the City’s debt, key capital budget financing strategies, and emerging issues that may impact the 2021 to 2023 capital budgets.

## **Linkage to the Corporate Strategic Plan**

Council’s 2019 to 2023 Strategic Plan for the City of London identifies “Leading in Public Service” as one of five strategic areas of focus. The Capital Monitoring Report supports this strategic area of focus via the strategic priority “The City of London is a leader in public service as an employer, a steward of public funds, and an innovator of service” which includes maintaining London’s finances in a transparent and well-planned manner to balance equity and affordability over the long term.

## **Analysis**

### **1.0 Background Information**

#### **1.1 Previous Reports Related to this Matter**

Strategic Priorities and Policy Committee, April 27, 2021 meeting, Agenda Item # 4.3, 2020 Year-End Capital Budget Monitoring Report and COVID-19 Financial Impacts  
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=80256>

Strategic Priorities and Policy Committee, September 22, 2020 meeting, Agenda Item # 2.2, 2020 Mid-Year Capital Budget Monitoring Report and COVID-19 Financial Impacts  
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=74794>

Strategic Priorities and Policy Committee, September 22, 2020 meeting, Agenda Item # 2.3, 2020 Assessment Growth Funding Allocation #2  
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=74796>

Strategic Priorities and Policy Committee, June 23, 2020 meeting, Agenda Item # 2.3, COVID-19 Financial Impacts - Update  
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=73213>

Strategic Priorities and Policy Committee, April 28, 2020 meeting, Agenda Item # 2.1, COVID-19 Financial Impacts and Additional Measures for Community Relief  
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=72691>

#### **1.2 Source of Financing Terminology Defined**

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 utility 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.

## 2.0 Discussion and Considerations

### 2.1 COVID-19 Financial Impacts

In response to the COVID-19 pandemic the Strategic Priorities and Policy Committee received multiple reports on June 23, 2020 and September 22, 2020, addressing the COVID-19 Financial Impacts and 2020 Assessment Growth Allocations. The net effect of the capital budget deferrals and subsequent reinstatements through these reports resulted in \$2.6 million of capital budget and associated works permanently deferred. The deferrals were reflected in the 2020 operating budget net surplus.

In the first half of 2021, capital expenditures appear to be recovering to 2019 pre-pandemic levels. This is reflected in the number and value of contract awards that took place in the first half of 2019 (91 awards / \$128.0 million) versus 2021 (97 awards / \$119.2 million). This is also visible via the results below, section 2.5 – Capital Cash Flow – Figure 1, where the City’s first half capital expenditures have increased to \$48.0 million (up \$11.3 million over the same period in 2020) and rival similar results in 2019 (\$48.4 million).

### 2.2 2020 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 contract awards and proceed with capital projects. Each report includes a Source of Financing (SofF). Most awards are within the approved capital budget, but some awards require budget adjustments as detailed in the SofF. Budget adjustments may also result from the application of assessment growth funding, receipt of senior government funding and other revenue sources such as insurance proceeds and private drain connections.

Other capital project awards proceed under administrative authority granted by the Procurement of Goods and Services Policy; details on these approvals are provided in an annual report from the Purchasing and Supply Division.

Table 1 summarizes 2021 life-to-date capital budget adjustments by Tax Supported, Wastewater and Treatment, and Water budgets. Appendix “A” provides details on the source of these adjustments.

**Table 1 – 2021 Capital Budget Life-To-Date Revisions as of June 30, 2021 (\$Thousands)**

| Budget        | 2021 Life-to-Date Approved Budget (as of January 1, 2021) | 2021 Council Budget Adjustments <sup>1</sup> | 2021 Administrative Budget Adjustments | 2021 Life-to-Date Approved Budget (as of June 30, 2021) |
|---------------|---|--|--|---|
| Tax Supported | 1,451,719   | -2,329                                       | 3,037                                  | 1,452,427   |
| Wastewater    | 641,515   | 3,345  | 158                                    | 645,018   |
| Water         | 262,837   | 0  | 429                                    | 263,267   |
| <b>Total</b>  | <b>2,356,072</b>  | <b>1,016</b>                                 | <b>3,624</b>                           | <b>2,360,713</b>  |

Subject to rounding.

Table Notes: (1) The material negative amount reported for the Tax Supported Budget is the net effect of Council approved contract awards that increased the capital budget, and adjustments approved via Appendix ‘D’ of the 2020 Year-End Capital Budget Monitoring Report that decreased the capital budget.

As of June 30, 2021, there were 97 discrete contract awards worth \$119.2 million (55 were awarded by Council and 42 were awarded administratively). Table 2 summarizes 2021 year-to-date contract awards by Tax Supported, Wastewater and Treatment, and Water budgets. Appendix “A” provides details on all Council approved contract awards.

**Table 2 – 2021 Capital Budget Contract Awards as of June 30, 2021 (\$Thousands)**

| Budget                    | Council Approved Contract Awards | Administration Approved Contract Awards | Total Awards   |
|---------------------------|----------------------------------|---|----------------|
| Tax Supported             | 24,086                           | 19,832                                  | 43,918         |
| Wastewater                | 43,313                           | 12,219                                  | 55,532         |
| Water                     | 9,569                            | 10,184                                  | 19,752         |
| <b>Total</b>              | <b>76,968</b>                    | <b>42,234</b>                           | <b>119,201</b> |
| Number of Contract Awards | 55                               | 42                                      | 97             |

Subject to rounding.

### 2.3 2021 Life-To-Date Capital Budget Status

A summary of the 2021 life-to-date capital budget, including the committed and uncommitted amounts, 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 – 2021 Life-To-Date Capital Budget Details as of June 30, 2021 (\$Thousands)**

| Budget        | Classification             | Approved Budget <sup>1</sup> | Actual and Commitments <sup>2</sup> | Uncommitted to Date <sup>2</sup> | Percent Committed |
|---------------|----------------------------|------------------------------|-------------------------------------|----------------------------------|-------------------|
| Tax Supported | Lifecycle                  | 455,058                      | 298,866                             | 156,192                          | 65.7%             |
| Tax Supported | Growth                     | 663,108                      | 330,658                             | 332,450                          | 49.9%             |
| Tax Supported | Service Improvement        | 334,262                      | 202,135                             | 132,127                          | 60.5%             |
| Tax Supported | Sub-Total                  | 1,452,427                    | 831,659                             | 620,768                          | 57.3%             |
| Wastewater    | Lifecycle                  | 185,890                      | 152,199                             | 33,691                           | 81.9%             |
| Wastewater    | Growth                     | 326,831                      | 191,178                             | 135,654                          | 58.5%             |
| Wastewater    | Service Improvement        | 132,296                      | 91,195                              | 41,101                           | 68.9%             |
| Wastewater    | Sub-Total                  | 645,018                      | 434,572                             | 210,446                          | 67.4%             |
| Water         | Lifecycle                  | 167,869                      | 137,485                             | 30,384                           | 81.9%             |
| Water         | Growth                     | 86,109                       | 67,092                              | 19,017                           | 77.9%             |
| Water         | Service Improvement        | 9,289                        | 4,787                               | 4,502                            | 51.5%             |
| Water         | Sub-Total                  | 263,267                      | 209,364                             | 53,903                           | 79.5%             |
| <b>City</b>   | <b>Total</b>               | <b>2,360,713</b>             | <b>1,475,595</b>                    | <b>885,117</b>                   |                   |
| <b>City</b>   | <b>Percentage of Total</b> | <b>100.0%</b>                | <b>62.5%</b>                        | <b>37.5%</b>                     |                   |

Subject to rounding.

Table Notes:

(1) Totals are for active projects only. Projects approved to be closed during 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 no projects,

at this time, projected to be over budget by more than \$50 thousand upon project completion.

Appendix “B” contains a status update for capital projects with budgets greater than three years old (2018 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”.

## 2.4 Capital Budget Housekeeping Adjustments

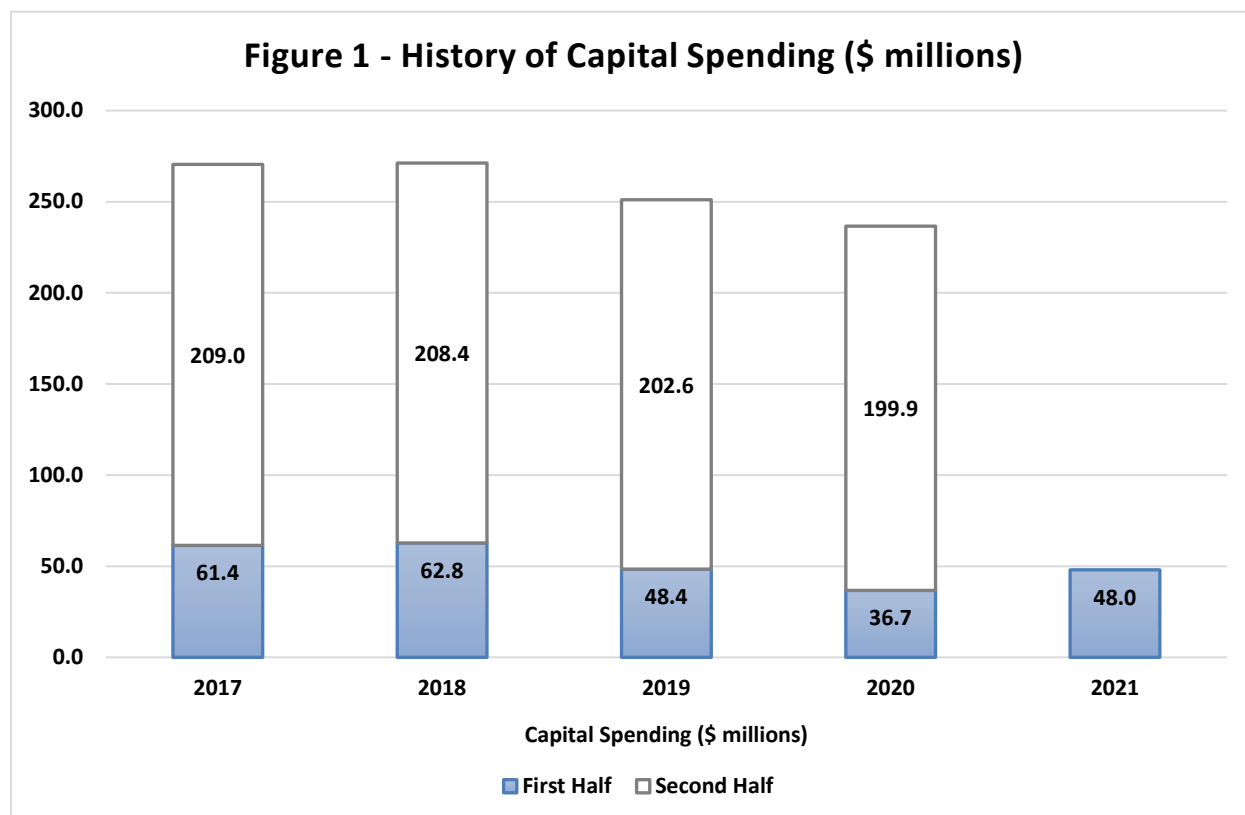
On August 10, 2021, Council approved the Council Policy Manual Review, which includes the Multi-Year Budget Policy. Included in the policy is authorization for the City Treasurer or designate to make budget adjustments considered “housekeeping” in nature. These adjustments do not have a material impact 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. Furthermore, this practice results in the timely release of funding to the original source of the financing (capital receipts, reserve funds, debt, etc.), making it available for future budget approvals and reducing future budget requests for additional financing.

There are no significant housekeeping budget adjustments to report for the first half of 2021.

## 2.5 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. Total capital spending tends to be greater during the latter part of the year as construction invoices are received, approved, and paid. This information is important for the timing of debt issuances, reserve fund drawdowns and cash flow management decisions.

As of June 30, 2021, **total capital spending was \$48.0 million** compared to \$36.7 million in 2020 (Figure 1 below).





## 2.6 Completed (Closed) Capital Projects

Civic Administration continues to undertake reviews to close capital projects in a timely manner to ensure the life-to-date capital budget is accurately stated and savings, if any, are returned to their original funding source for future budget utilization. As a result of these reviews, this report recommends closing 49 projects with a total budget value of \$37.3 million. The completed projects that are recommended to be closed were under budget by \$2.5 million in total. The rate and non-rate source of financing impacts of closing the completed capital projects is summarized in Table 4 and 5 below. For a detailed listing of each completed capital project refer to Appendix "C".

**Table 4 – Completed Capital Projects Rate Supported Sources of Financing to be Released (\$Thousands)**

| Budget        | Capital Levy | Debt        | Reserve Funds  | Total          |
|---------------|--------------|-------------|----------------|----------------|
| Tax Supported | 246.9        | 0.0         | 181.0          | 427.9          |
| Wastewater    | 0.0          | 44.0        | 35.8           | 79.8           |
| Water         | 0.0          | 0.0         | 1,186.6        | 1,186.6        |
| <b>Total</b>  | <b>246.9</b> | <b>44.0</b> | <b>1,403.4</b> | <b>1,694.3</b> |

Subject to rounding.

**Table 5 – Completed Capital Projects Non-Rate Supported Sources of Financing to be Released (\$Thousands)**

| Budget        | Reserve Funds <sup>1</sup> | Debt <sup>1</sup> | Other <sup>2</sup> | Total        |
|---------------|----------------------------|-------------------|--------------------|--------------|
| Tax Supported | 284.1                      | 0.0               | 0.0                | 284.1        |
| Wastewater    | 547.8                      | 0.0               | 0.0                | 547.8        |
| Water         | 0.0                        | 0.0               | 0.0                | 0.0          |
| <b>Total</b>  | <b>831.9</b>               | <b>0.0</b>        | <b>0.0</b>         | <b>831.9</b> |

Subject to rounding.

Table Notes:

(1) Non-rate supported reserve funds / debt primarily supported by Development Charges.

(2) Represents non-City funding sources such as proceeds from external contributors.

In total, the capital project closing exercise, if approved, will release uncommitted rate and non-rate reserve fund drawdowns of \$2.2 million, of which, \$1.4 million relates to rate supported reserve funds and \$832 thousand relates to non-rate supported reserve funds. The details of these pending reserve fund drawdown releases are outlined in Table 6 and 7 below.

**Table 6 – Completed Capital Projects Rate Supported Reserve Fund Drawdowns to be Released (\$Thousands)**

| Reserve Fund                                 | Amount         |
|--|----------------|
| Industrial Oversizing - General Reserve Fund | 7.7            |
| Land Acquisition Reserve Fund                | 160.8          |
| Tree Bank Reserve Fund                       | 12.5           |
| Sewage Works Renewal Reserve Fund            | 35.8           |
| Water Works Renewal Reserve Fund             | 1,186.6        |
| <b>Total</b>                                 | <b>1,403.4</b> |

Subject to rounding.

**Table 7 – Completed Capital Projects Non-Rate Supported Reserve Fund Drawdowns to be Released (\$Thousands)**

| Reserve Fund                          | Amount       |
|---------------------------------------|--------------|
| City Services Reserve Fund Police     | 239.8        |
| City Services Reserve Fund Roads      | 44.3         |
| City Services Reserve Fund Wastewater | 547.8        |
| <b>Total</b>                          | <b>831.9</b> |

Subject to rounding.

## 2.7 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:

**Table 8 – Lifecycle Renewal Capital Budget Funding Targets**

| Source of Financing   | Target <sup>1</sup>                    | 2021              | 2022 |
|---|--|-------------------|------|
| Capital levy (pay-as-you-go) is the primary source                | 40% - 90% Capital Levy (pay-as-you-go) | 63.9%             | 60%  |
| Reserve funds can be used if they are eligible                    | 10% - 40% Reserve Funds                | 35.7%             | 40%  |
| Avoiding the use of debt financing for lifecycle renewal projects | 0% Debt by 2022                        | 0.4% <sup>2</sup> | 0%   |

Table Notes:

(1) Targets apply to the rate supported component only. Non-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) The 2020 to 2023 Multi-Year Budget includes minimal lifecycle renewal debt financing in 2021 before officially meeting the target in 2022.

## 2.8 Capital Budget Financing Strategies – Reserve Funds

Obligatory reserve funds are primarily used as a source of financing for growth projects. 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 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) **Canada Community-Building Fund** – previously known as Federal Gas Tax, funds received under the Municipal Funding Agreement for Transfer of Canada Community-Building Fund 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 and Reserve Funds – Noteworthy Developments

Civic Administration presented the Reserve Rationalization Report at the September 25, 2018, Corporate Services Committee meeting (agenda item #2.2) and the Capital Asset Renewal and Replacement Reserve Funds Rationalization Report at the September 8, 2020, Corporate Services Committee meeting (agenda item #2.1). These reports aligned a significant portion of the City’s reserve and reserve fund portfolio with key Council approved financial management policies (examples include Reserve and Reserve Fund Policy, Capital Budget and Financing Policy, and Corporate Asset Management Policy). Additionally, through these reports transparency and accountability has been enhanced, target balances have been established, and administrative efficiencies realized.

Civic Administration will continue similar rationalization exercises focusing on the City’s special projects and new initiatives, capital asset growth, and contingency, stabilization and risk management reserves and reserve funds categories. These reports will be brought forward to Council upon completion, noting that Civic Administration’s tentative plans are to complete these reports before the end of 2023.

### 2.9 Capital Budget Financing Strategies – Debt

A summary of the projected debt levels for 2021 is detailed in Table 9 below.

**Table 9 – 2021 Debt Level as of June 30, 2021 (\$Thousands)**

| Category                          | Dec 31, 2020   | Issued in 2021 | Retired in 2021 | Dec 31, 2021 <sup>1</sup> | Authorized 2021 | Total Potential |
|-----------------------------------|----------------|----------------|-----------------|---------------------------|-----------------|-----------------|
| Property Taxes                    | 139,657        | 14,062         | 29,913          | 123,807                   | 135,765         | 259,571         |
| Wastewater                        | 33,008         | -              | 8,346           | 24,662                    | 3,199           | 27,862          |
| Water                             | 549            | -              | 337             | 213                       | -               | 213             |
| Rate Supported Reserve Funds      | 5,786          | -              | 2,034           | 3,752                     | -               | 3,752           |
| Joint Water Boards – City’s Share | 9,967          | -              | 2,250           | 7,718                     | 2,438           | 10,155          |
| City Services Reserve Funds       | 90,127         | 8,938          | 12,706          | 86,359                    | 103,809         | 190,168         |
| <b>Total</b>                      | <b>279,095</b> | <b>23,000</b>  | <b>55,585</b>   | <b>246,510</b>            | <b>245,210</b>  | <b>491,721</b>  |

Subject to rounding.

Table Note:

(1) Outstanding debt level is subject to completion of 2021 financial statement audit.

The City’s Debt Management Policy was last amended by Council on August 10, 2021 (amending by-law No. CPOL.-48(a)-242). The policy establishes strategies for the management of the City’s debt program. These strategies are outlined in tables 10 and 11 below.

**Table 10 – Debt Management Strategies to Limit and Reduce Authorized Debt**

| Strategy   | Target  | Where Are We? / Results   |
|--|---|---|
| Avoid the use of debt financing for lifecycle renewal projects                               | 0% debt by 2022 for the rate supported budget   | 2021 results: 0.4% debt, on pace to achieve 0% debt target in 2022  |
| Limiting debt financing by way of an internal debt cap                                       | Average of \$36 million over 10-year capital plan for property tax supported initiatives  | 2021 results: forecasted 10-year average of \$33.2 million in debt financing (per 2021 Annual Update)   |
| Reducing authorized debt as prescribed by the Surplus/Deficit and Assessment Growth Policies | No specified targets, policies direct 50% of any operating surplus and 50% of excess assessment growth funding be applied to reduce authorized debt | 2021 results: 2020 year-end surplus diverted to help offset operating impacts of the COVID-19 pandemic on a one-time basis, and 2021 excess assessment growth of \$34 thousand applied. |
| Applying surplus from the capital financing budget   | No specified target, subject to available surplus   | 2021 results: \$44 thousand in 2021 Mid-Year Capital Budget Monitoring Report.  |

**Table 11 – Debt Management Strategies to Minimize Debt Servicing Costs**

| Strategy   | Target  | Where Are We? / Results   |
|--|---|---|
| Setting targets for debt servicing costs by budget | Debt servicing costs as a percentage of revenue: Property Tax less than 8%, Wastewater less than 10%, and Water equal to 0% | 2021 results: Property Tax 5.2%, Wastewater 8.4%, Water 0.4% <sup>1</sup> |
| Maintaining a strong credit rating                 | Aaa (Stable)  | 2021 result: Aaa (Stable)   |

Table Note:

(1) Debt servicing costs as a percentage of revenue in the Water budget is temporarily over the established target because of prior year debt issuances, noting that the Water capital budget has not included rate supported debt financing since 2010.

## 2.10 Emerging Issues

This section of the report provides information on emerging issues that may impact the capital budget in 2021 and beyond. Within this section, each emerging issue is assigned a likelihood, which estimates the issues probability of impacting the 2021 to 2023 period. These likelihoods are categorized as high, medium, and low, and are defined as follows:

- High – likelihood of the issue impacting the 2021 to 2023 period is predicted to be greater than 60%.
- Medium – likelihood of the issue impacting the 2021 to 2023 period is predicted to be between 30% and 60%.
- Low – likelihood of the issue impacting the 2021 to 2023 period is predicted to be less than 30%.

## PROPERTY TAX

### Infrastructure Funding

#### Investing in Canada Infrastructure Program (ICIP) - Public Transit Stream

The City of London was approved for ten transit related projects under this program for a total project cost of \$375 million, with \$103.1 million from the Government of Ontario,

\$123.8 million from the Government of Canada and the balance of funding, approximately \$148 million, coming from municipal and other sources. Construction on some Public Transit Stream funded projects started in 2020, with most projects continuing or starting construction in 2021.

#### Investing in Canada Infrastructure Program (ICIP) - Community, Culture and Recreation Infrastructure Stream

This stream supports community infrastructure priorities. The City of London was approved for two projects under this stream.

1. Labatt Park - \$2.0 million. This project includes the installation of accessible washrooms, repair and replacement of bleachers, and replacement of sport lighting. Construction is scheduled to start September 30, 2022, with completion scheduled by April 30, 2023.
2. Carling Heights Optimist Community Centre (CHOCC) - \$1.9 million. This project includes a teaching kitchen space, installation of an elevator, and other building renewal components. Construction is scheduled to start March 31, 2023, with completion scheduled by March 31, 2024.

The transfer payment agreement for this program was presented to Municipal Council on September 14 to authorize the Mayor and City Clerk to execute the agreement.

#### Investing in Canada Infrastructure Program (ICIP) - COVID-19 Community Resilience Stream

In August 2020, the Federal Government announced a new COVID-19 Resilience Infrastructure Stream to help with social and economic recovery from the health and economic crisis brought on by COVID-19. In October 2020, the Government of Ontario announced that London's allocation under this program was \$5.5 million. London was subsequently approved for two categories of projects under this stream.

1. Active Transportation - \$3.75 million. This project includes new cycling facilities, boulevard bicycle path improvements and downtown sidewalk improvements.
2. Recreation Facilities - \$1.75 million. This project includes HVAC rehabilitation at the Carling and Stronach arenas and the Boyle Community Centre.

The transfer payment agreement for this program was presented to Municipal Council on September 14 to authorize the Mayor and City Clerk to execute the agreement.

#### Green and Inclusive Community Buildings Program (GICB)

In December 2020, the federal government recognized that municipal and community buildings play a role in Canada's climate response and allocated \$1.5 billion for retrofits, repairs or upgrades of existing buildings and the construction of new public buildings.

The GICB program opened in April 2021 and in July and August 2021, Civic Administration submitted three applications under this program.

1. Southeast Community Centre and Library (New) - \$25 million requested
2. Nichols Arena Deep Energy Retrofit - \$2.4 million requested
3. Kinsmen Arena Deep Energy Retrofit - \$2.2 million requested

Applications under \$3 million are to be considered on a continuing basis, while applications over \$3 million will be considered through a competitive evaluation based on eligibility criteria.

#### Canada Community Revitalization Fund (CCRF)

On June 24, 2021, the Federal Government announced the Canada Community Revitalization Fund (CCRF), a national investment of \$500 million over two years. Its aim is to help communities across Canada build and improve community infrastructure projects so they can rebound from the effects of the COVID-19 pandemic. The guidelines focused on downtown or downtown-type areas of the city. Applications were due quickly, by July 23.

Civic Administration submitted seven applications including: the village green in Hyde Park; the parkette between RBC Place and King Street; wayfinding signage and kiosks and street closure activation infrastructure in the core area; and lighting and event infrastructure in Victoria Park. Civic Administration is working with the Federal Economic Development Agency (FedDev) for Southern Ontario who are administering the program on behalf of the Federal Government.

#### Other New Funding Programs

In addition to the above programs, two other funding programs were recently announced. The Tourism Relief Fund (TRF), a national investment of \$500 million over two years, supports tourism businesses and organizations to adapt their operations to meet public health requirements while investing in products and services to facilitate their future growth. The Community Building Fund, a fund offered through the Ontario Trillium Foundation, invests in the arts and culture, heritage, tourism, sport and recreation sectors to support Ontario's recovery. Civic Administration is working through potential projects for these two programs.

#### **Likelihood of Impact on 2021 to 2023 Budget - High**

#### **Zero-Emission Bus Implementation Plan and Funding**

On August 25, 2021, the London Transit Commission received preliminary information from the Canadian Urban Transit Research and Innovation Consortium (CUTRIC) on the Zero-Emission Bus (ZEB) Implementation Strategy they are conducting for London. The approach recommends ten 40' battery electric buses and related charging infrastructure including three high-powered overhead charging units (installed at facility or on-road) and four low-powered plug-in charging units (installed at facility). The Commission directed LTC administration to work with Civic Administration to create a business case for Municipal Council as part of the 2022 Budget Update.

LTC administration was also directed to continue discussions with CUTRIC regarding London's participation in a ZEB turnkey joint procurement initiative which will assist transit agencies and operators in leveraging the economies of scale associated with ZEBs and allied charging/fueling infrastructure.

On February 10, 2021, the Federal Government announced \$14.9 billion over the next eight years to support public transportation projects across Canada. On August 10, 2021, the Minister of Infrastructure and Communities announced a \$2.75 billion Zero Emission Transit Fund, a five year national program to help communities to support the purchase of 5,000 zero emission public transit and school buses and associated infrastructure.

The Zero Emission Transit Fund will support both Planning and Design Projects including studies, modelling and feasibility analysis, and Capital Projects including buses, charging and refueling infrastructure. Infrastructure Canada will provide direct funding contributions to support planning and capital projects and will also work with the Canada Infrastructure Bank which will provide flexible financing solutions through a \$1.5 billion Zero Emission Bus initiative.

Further clarification on the Zero Emission Transit Fund will not be available until after the Federal election and a Minister of Infrastructure has been appointed, noting the election outcome could impact this program. LTC Administration will continue to monitor this program and work with Civic Administration to complete any forms or expressions of interest required to ensure that London is in a position to receive a share of this funding. Civic Administration is also reviewing other potential funding sources for this initiative, noting that a recommended funding strategy will be included in the aforementioned 2022 budget amendment.

#### **Likelihood of Impact on 2021 to 2023 Budget - High**

#### **Transportation Budget Amendments**

Several large, complex transportation growth projects will require realignment and adjustment of their project budgets as they move from environmental assessment to

detailed engineering design. The Southdale Road project and the Wharncliffe Road project will both require additional funding in 2022 and the Sunningdale Road project will require additional funding in 2023. These projects will be submitted as budget amendments in the 2022 Budget Update. These projects are primarily supported by development charges funding.

#### **Likelihood of Impact on 2021 to 2023 Budget - High**

#### **Corporate Asset Management Plan**

On August 27, 2019 Municipal Council approved the 2019 Corporate Asset Management Plan (AMP), an update to the 2014 AMP, which is compliant with O.Reg 588/17 for directly owned City assets. On July 26, 2021, the Corporate AMP 2021 Review was released which showed that the City of London owns and maintains assets with a replacement value of approximately \$22.2 billion (including Water and Wastewater) and that the City manages its infrastructure to keep it in generally 'Good' condition. Projected spending on lifecycle assets will be more than \$1.8 billion over ten years resulting in an infrastructure investment gap of roughly \$666.9 million over the cumulative 10-year period of 2021 to 2030.

To address the infrastructure gap, Municipal Council approved additional funding for the Capital Infrastructure Gap Reserve Fund through the 2020 to 2023 Multi-Year Budget. The City will also address the gap through different financial strategies including pursuing funding from external sources, incorporating reinvestment rate concepts through assessment growth, and, continuing to utilize one-time funding where available.

#### **Likelihood of Impact on 2021 to 2023 Budget – High**

#### **Inflationary Pressures**

As a result of COVID-19 and subsequent supply chain disruptions and increased demand for certain raw materials, many projects in the approved capital plan are experiencing inflationary pressures. The cost of wood, steel and many other materials has increased. These projects are also experiencing an increase in labour costs. Civic Administration will continue to monitor these inflationary pressures and attempt to manage the scope of these projects to reduce the impact. Should budget changes be required, these adjustments would be included in future capital budgets.

#### **Likelihood of Impact on 2021 to 2023 Budget - Medium**

#### **Affordable Housing – 3,000 Unit Plan**

On April 13, 2021, Municipal Council directed Civic Administration to expedite the development of 3,000 affordable housing units, as set out in "Housing Stability Action Plan" (HSAP), to be in place in five years, instead of ten years as set out in the Plan; and that Civic Administration be directed to report back with an implementation plan, including financial impacts. Civic Administration has engaged an external consultant to assist with development of this plan. The implementation plan inclusive of financial impacts is expected to be presented to Council this fall.

#### **Likelihood of Impact on 2021 to 2023 Budget - Medium**

#### **Facilities Infrastructure**

With Municipal Council's declared climate emergency, the City must reduce its emissions to zero by 2050. Additional capital funding will likely be required to include sustainability and resiliency scope into future life cycle renewal and large capital projects for facilities infrastructure.

In addition, Canada committed to a phase-out schedule for domestic consumption of Hydrochlorofluorocarbons (HCFCs). This means the City will no longer have access to R22 refrigerant and such equipment will have to be replaced with suitable new units.

#### **Likelihood of Impact on 2021 to 2023 Budget - Medium**

## **WASTEWATER & WATER**

### **Corporate Asset Management Plan 2021 Update (Water; Wastewater)**

The Corporate Asset Management Plan outlines the City's plans for the management of its \$22.2 billion worth of infrastructure. The 2021 Update was recently completed, and the City of London owns and maintains approximately \$15.9 billion worth of water and wastewater assets representing 71% of all City owned assets. The plan identified a 10-year cumulative infrastructure gap for the City's stormwater and wastewater systems of \$11.9 million. The City's water system currently does not have a 10-year infrastructure gap.

Based on this update and given the present asset information, the projected investment suggested in the 20-year plan is appropriate. Staff will continue to monitor the infrastructure gaps and will act if necessary. Staff will continue to monitor the wastewater infrastructure gap including undertaking study work to provide higher quality information to better quantify the Wastewater Treatment Infrastructure gap moving forward.

**Likelihood of Impact on 2021 to 2023 Budget - High**

### **Senior Government Funding Programs (Water; Wastewater)**

The first phase of several projects was 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. One specific example is the pumping station required for the Vauxhall/Pottersburg interconnection. City staff are monitoring the situation with other levels of government and advocating on behalf of these funding programs while also looking for other grant programs to help offset future costs.

**Likelihood of Impact on 2021 to 2023 Budget - High**

### **Excess Soils (Water; Wastewater)**

Ministry (MECP) Regulation (406/19) has a new framework for the excavation, removal and transport of "excess soils" between two or more sites. This new framework will apply to most construction projects that generate "excess soil." There is some uncertainty to what extent the costs of our capital projects will be impacted. As a result, the City should anticipate potential pressures on the Water/Wastewater capital plans.

City staff are working with the heavy construction industry to understand the potential impact of these changes on costs moving forward. In addition, City staff are working with the engineering consulting community to promote the reuse of soils during capital projects.

**Likelihood of Impact on 2021 to 2023 Budget - Medium**

### **Climate Emergency Action Plan (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 previous 2015 to 2019 corporate strategic plan. It was anticipated that funding would be available as part of the Federal/Provincial infrastructure program. The City of London was successful in securing \$19.8 million in federal funding to support the Adelaide and Greenway Wastewater Treatment Plant Flood Protection Project.

There are still several remaining wastewater infrastructure projects that require federal/provincial funding. If the federal/provincial program is canceled, a strategy for addressing this need will need to be established as part of the budget update process.

**Likelihood of Impact on 2021 to 2023 Budget - 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 is directly linked with the availability of federal and provincial funding. Staff will continue to monitor the availability of funding and will submit applications for this work at every opportunity.

**Likelihood of Impact on 2021 to 2023 Budget - Low**

## **Conclusion**

Key items included in the 2021 Mid-Year Capital Budget Monitoring Report include the following:

The 2021 life-to-date capital budget:

- \$1.48 billion (62.5%) of the \$2.36 billion 2021 life-to-date capital budget is committed, leaving \$0.89 billion (37.5%) of approved capital funding uncommitted.
- A status update for active 2018 life-to-date capital budgets (2018 and prior) that have no future budget requests is provided in Appendix "B".

A total of 49 completed capital projects with a total budget value of \$37.3 million and surplus of \$2.5 million are recommended to be closed with surplus funding returned to the original source of financing (Appendix "C").

Emerging issues were identified that may impact the capital budget in the 2021 to 2023 period. Civic Administration will continue to monitor these issues and report back to Council and the community in a timely manner.

**Prepared by:** Jason Davies, CPA, CMA, Manager III, Financial Planning and Policy and Lauren Pasma, Capital Budget Officer, Financial Planning and Policy

**Submitted by:** Kyle Murray, CPA, CA, Director, Financial Planning and Business Support

**Recommended by:** Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports

**Cc:** Alan Dunbar – Manager III, Financial Planning and Policy  
Ian Collins – Director, Financial Services  
John Millson – Senior Financial Business Administrator  
Meng Liu – Senior Financial Business Administrator

Attachments:

**Appendix A - 2021 Capital Budget Activity (Life-To-Date June 30, 2021)**

**Table 1 - 2021 Council Awards Details**

| Source of Financing Number | Date of Committee Award | Service Program                              | Description  | Awarded Amount | Budget Adjustments |
|----------------------------|-------------------------|--|--|----------------|--------------------|
| 21001                      | 2021-01-19              | Transportation Services                      | Appointment of Consulting Engineer - Oxford Street West & Gideon Drive Intersection Improvements           | 177,541        | 177,541            |
| 21002                      | 2021-01-18              | Transportation Services                      | Property Purchase - Southdale Road West and Wickerson Road Improvements Project                            | 178,894        | 0                  |
| 21003                      | 2021-01-18              | Transportation Services                      | Property Purchase - Dingman Drive Road Improvements Project  | 144,050        | 0                  |
| 21004                      | 2021-01-19              | Corporate, Operational and Council Services  | RFP20-72 Supply and Delivery of Medium Duty Crew Cab Trucks  | 263,361        | 0                  |
| 21004                      | 2021-01-19              | Wastewater and Treatment                     | RFP20-72 Supply and Delivery of Medium Duty Crew Cab Trucks  | 325,786        | 0                  |
| 21005                      | 2021-01-19              | Wastewater and Treatment                     | Appointment of Consulting Engineer - Springbank Dam Decommissioning  | 334,096        | 0                  |
| 21006                      | 2021-01-19              | Water  | RFP20-60 Large Diameter Watermain Inspection   | 1,059,877      | 0                  |
| 21007                      | 2021-01-19              | Environmental Services                       | Appointment of Consulting Engineer - W12A Landfill Site Proposed Expansion                                 | 62,074         | 0                  |
| 21008                      | 2021-01-18              | Transportation Services                      | Property Purchase - Southdale Road West Improvements Project   | 252,185        | 0                  |
| 21009                      | 2021-02-09              | Transportation Services                      | Appointment of Consulting Engineer - Cycling Projects  | 245,743        | 0                  |
| 21010                      | 2021-02-09              | Wastewater and Treatment                     | Appointment of Consulting Engineer - Carling Creek Stormwater Servicing Master Plan                        | 172,314        | 0                  |
| 21011                      | 2021-02-09              | Wastewater and Treatment                     | Appointment of Consulting Engineer - Metamora Stormwater Outfall Replacement                               | 166,316        | 0                  |
| 21012                      | 2021-02-09              | Wastewater and Treatment                     | Consulting Contract Increase - Mud Creek Channel Reconstruction  | 358,572        | 0                  |
| 21013                      | 2021-02-08              | Transportation Services                      | Property Purchase - Dingman Drive Road Improvements Project  | 149,216        | 0                  |
| 21014                      | 2021-03-01              | Protective Services                          | Single Source SS21-08 Infrastructure Managed Services and Core Upgrade for Emergency Communications System | 754,042        | 0                  |
| 21015                      | 2021-02-09              | Corporate, Operational and Council Services  | RFP20-61 Supply and Delivery of Combination Sewer Cleaning Truck   | 372,628        | 0                  |
| 21015                      | 2021-02-09              | Wastewater and Treatment                     | RFP20-61 Supply and Delivery of Combination Sewer Cleaning Truck   | 227,636        | 0                  |
| 21016                      | 2021-02-09              | Transportation Services                      | T21-01 Downtown Loop and Municipal Infrastructure Improvements   | 6,057,099      | 644,315            |
| 21016                      | 2021-02-09              | Wastewater and Treatment                     | T21-01 Downtown Loop and Municipal Infrastructure Improvements   | 2,226,840      | 0                  |
| 21016                      | 2021-02-09              | Water  | T21-01 Downtown Loop and Municipal Infrastructure Improvements   | 890,564        | 0                  |
| 21017                      | 2021-02-09              | Transportation Services                      | Appointment of Consulting Engineer - Cycling Projects  | 261,706        | 0                  |
| 21021                      | 2021-03-02              | Wastewater and Treatment                     | Appointment of Consulting Engineer - Greenway and Adelaide Wastewater Treatment Plants                     | 309,903        | 123,961            |
| 21022                      | 2021-03-02              | Water  | RFT20-23 Watermain Cleaning and Relining Program   | 986,485        | 0                  |
| 21023                      | 2021-03-02              | Protective Services                          | Upgrade the Computer Aided Dispatch System and Migrate to OnCall Analytics                                 | 286,978        | 0                  |
| 21025                      | 2021-03-01              | Transportation Services                      | Property Purchase - Southdale Road West Improvements Project   | 154,868        | 0                  |
| 21026                      | 2021-03-02              | Transportation Services                      | Appointment of Consulting Engineer - Dingman Drive Improvements  | 499,057        | 0                  |
| 21027                      | 2021-03-02              | Environmental Services                       | Appointment of Consulting Engineer - New Landfill Gas Flaring Station                                      | 224,919        | 0                  |
| 21029                      | 2021-03-01              | Transportation Services                      | Property Purchase - Wellington Gateway Project   | 504,998        | 0                  |
| 21031                      | 2021-03-30              | Wastewater and Treatment                     | RFT21-11 Infrastructure Renewal Program - Burlington Street and Paymaster Avenue                           | 2,379,441      | 0                  |
| 21031                      | 2021-03-30              | Water  | RFT21-11 Infrastructure Renewal Program - Burlington Street and Paymaster Avenue                           | 1,586,295      | 0                  |
| 21032                      | 2021-03-30              | Transportation Services                      | RFT21-12 Infrastructure Renewal Program - Contract 10 - Brydges Street, Swinyard Street, Muir Street       | 1,520,224      | 0                  |
| 21032                      | 2021-03-30              | Wastewater and Treatment                     | RFT21-12 Infrastructure Renewal Program - Contract 10 - Brydges Street, Swinyard Street, Muir Street       | 2,768,150      | 0                  |
| 21032                      | 2021-03-30              | Water  | RFT21-12 Infrastructure Renewal Program - Contract 10 - Brydges Street, Swinyard Street, Muir Street       | 1,842,966      | 0                  |
| 21033                      | 2021-03-30              | Wastewater and Treatment                     | Appointment of Consulting Engineer - Infrastructure Renewal Program - Talbot Street                        | 188,983        | 0                  |
| 21033                      | 2021-03-30              | Water  | Appointment of Consulting Engineer - Infrastructure Renewal Program - Talbot Street                        | 125,989        | 0                  |
| 21034                      | 2021-03-30              | Parks, Recreation and Neighbourhood Services | RFT21-16 Infrastructure Renewal Program - English Street and Lorne Avenue Reconstruction                   | 5,399          | 0                  |
| 21034                      | 2021-03-30              | Transportation Services                      | RFT21-16 Infrastructure Renewal Program - English Street and Lorne Avenue Reconstruction                   | 708,116        | 0                  |
| 21034                      | 2021-03-30              | Wastewater and Treatment                     | RFT21-16 Infrastructure Renewal Program - English Street and Lorne Avenue Reconstruction                   | 2,432,395      | 91,750             |
| 21034                      | 2021-03-30              | Water  | RFT21-16 Infrastructure Renewal Program - English Street and Lorne Avenue Reconstruction                   | 1,088,259      | 0                  |
| 21035                      | 2021-03-30              | Social and Health Services                   | Single Source SS21-12 Architect to Act as Prime Consultant for Dearness Home Auditorium Expansion          | 214,714        | 0                  |
| 21036                      | 2021-04-20              | Economic Prosperity                          | RFT21-07 Innovation Park Assumption Works  | 2,718,771      | 0                  |
| 21036                      | 2021-04-20              | Wastewater and Treatment                     | RFT21-07 Innovation Park Assumption Works  | 575,333        | 0                  |
| 21038                      | 2021-03-30              | Parks, Recreation and Neighbourhood Services | Invasive Species Management Update and Funding Plan  | 375,000        | 375,000            |
| 21039                      | 2021-03-29              | Transportation Services                      | Property Purchase - Wonderland Road Improvements   | 490,429        | 0                  |
| 21043                      | 2021-03-30              | Environmental Services                       | Updated Environmental Assessment Consulting Costs - W12A Landfill Site                                     | 210,495        | 0                  |

**Appendix A - 2021 Capital Budget Activity (Life-To-Date June 30, 2021)**

**Table 1 - 2021 Council Awards Details**

| Source of Financing Number | Date of Committee Award | Service Program                              | Description  | Awarded Amount    | Budget Adjustments |
|----------------------------|-------------------------|--|--|-------------------|--------------------|
| 21051                      | 2021-05-11              | Transportation Services                      | Supply and Delivery of Intersection Detection Systems  | 583,997           | 0                  |
| 21052                      | 2021-04-20              | Wastewater and Treatment                     | Appointment of Consulting Engineer - Infrastructure Renewal Program - Regent Street and Maitland Street  | 60,461            | 0                  |
| 21052                      | 2021-04-20              | Water  | Appointment of Consulting Engineer - Infrastructure Renewal Program - Regent Street and Maitland Street  | 295,190           | 0                  |
| 21053                      | 2021-04-20              | Wastewater and Treatment                     | Greenway Wastewater Treatment Plan UV Disinfection Equipment   | 1,385,299         | 0                  |
| 21054                      | 2021-04-20              | Wastewater and Treatment                     | RFT21-23 Infrastructure Renewal Program and Mornington Stormwater Management Pond Expansion              | 3,770,801         | 0                  |
| 21054                      | 2021-04-20              | Water  | RFT21-23 Infrastructure Renewal Program and Mornington Stormwater Management Pond Expansion              | 780,079           | 0                  |
| 21055                      | 2021-04-19              | Economic Prosperity                          | Property Purchase - Innovation Industrial Park   | 356,615           | 0                  |
| 21056                      | 2021-04-26              | Parks, Recreation and Neighbourhood Services | Subdivision Special Provisions - W3 Subdivision  | 94,671            | 0                  |
| 21056                      | 2021-04-26              | Wastewater and Treatment                     | Subdivision Special Provisions - W3 Subdivision  | 229,575           | 0                  |
| 21059                      | 2021-04-26              | Wastewater and Treatment                     | Subdivision Special Provisions - Colonel Talbot Developments Inc.  | 257,953           | 0                  |
| 21061                      | 2021-05-11              | Wastewater and Treatment                     | Appointment of Consulting Engineer - Infrastructure Renewal Program - Sackville Street and Watson Street | 388,101           | 0                  |
| 21061                      | 2021-05-11              | Water  | Appointment of Consulting Engineer - Infrastructure Renewal Program - Sackville Street and Watson Street | 112,502           | 0                  |
| 21062                      | 2021-05-11              | Wastewater and Treatment                     | RFT21-19 Dingman Creek Pumping Station   | 22,774,945        | 5,828,200          |
| 21065                      | 2021-05-11              | Transportation Services                      | Appointment of Consultant - Sarnia Road/Philip Aziz and Western Road Environmental Assessment            | 315,436           | 0                  |
| 21066                      | 2021-05-11              | Corporate, Operational and Council Services  | RFP21-30 Supply and Delivery of Hydraulic Drum Brush Chippers  | 355,799           | 0                  |
| 21066                      | 2021-05-11              | Parks, Recreation and Neighbourhood Services | RFP21-30 Supply and Delivery of Hydraulic Drum Brush Chippers  | 32,970            | 0                  |
| 21067                      | 2021-05-10              | Transportation Services                      | Property Purchase - Southdale Road West and Wickerson Road Improvements Project                          | 169,408           | 0                  |
| 21068                      | 2021-05-10              | Transportation Services                      | Property Purchase - Southdale Road West and Wickerson Road Improvements Project                          | 170,799           | 0                  |
| 21070                      | 2021-05-11              | Wastewater and Treatment                     | Wilton Grove Sanitary Sewer Replacement  | 318,896           | 0                  |
| 21073                      | 2021-06-01              | Wastewater and Treatment                     | Appointment of Consulting Engineer - Infrastructure Renewal Program - Assignment A, C, D, F              | 938,240           | 0                  |
| 21073                      | 2021-06-01              | Water  | Appointment of Consulting Engineer - Infrastructure Renewal Program - Assignment A, C, D, F              | 625,490           | 0                  |
| 21074                      | 2021-06-01              | Wastewater and Treatment                     | Purchase of Rotary Drum Thickener for Greenway Wastewater Treatment Plant                                | 190,352           | 0                  |
| 21075                      | 2021-06-01              | Wastewater and Treatment                     | Emergency Repair of Dewatering Centrifuge for Greenway Wastewater Treatment Plant                        | 152,640           | 0                  |
| 21078                      | 2021-05-31              | Transportation Services                      | Property Purchase - Downtown Loop and Municipal Infrastructure Improvements                              | 409,760           | 127,690            |
| 21079                      | 2021-05-31              | Transportation Services                      | Property Purchase - Downtown Loop and Municipal Infrastructure Improvements                              | 723,790           | 723,790            |
| 21080                      | 2021-06-01              | Transportation Services                      | Appointment of Consulting Engineer - White Oaks Road 2-Lane Upgrades                                     | 253,961           | 0                  |
| 21082                      | 2021-05-31              | Wastewater and Treatment                     | Subdivision Special Provisions - Landea Creekview  | 380,104           | 0                  |
| 21082                      | 2021-05-31              | Water  | Subdivision Special Provisions - Landea Creekview  | 27,256            | 0                  |
| 21083                      | 2021-06-01              | Transportation Services                      | RFT21-63 Hyde Park Road and Sunningdale Road West Roundabout   | 3,786,142         | 0                  |
| 21083                      | 2021-06-01              | Water  | RFT21-63 Hyde Park Road and Sunningdale Road West Roundabout   | 147,659           | 0                  |
| <b>Total</b>               |                         |  |  | <b>76,967,598</b> | <b>8,092,247</b>   |

**Appendix A - 2021 Capital Budget Activity (Life-To-Date June 30, 2021)**

**Table 2 - 2021 Council Approved Budget Adjustments Details**

| <b>Budget</b>            | <b>Description</b>  | <b>Budget Adjustment</b> |
|--------------------------|---|--------------------------|
| Property Tax             | 2021 Assessment Growth                                      | 225,737                  |
| Property Tax             | Adjustments resulting from various Council approved reports | -4,603,265               |
| Wastewater and Treatment | Adjustments resulting from various Council approved Awards  | -2,698,555               |
| <b>Total</b>             |   | <b>-7,076,083</b>        |

**Appendix A - 2021 Capital Budget Activity (Life-To-Date June 30, 2021)**

**Table 3 - Council Approved Awards and Budget Adjustments Summary**

| Budget  | Awarded Amount    | Budget Adjustments |
|---|-------------------|--------------------|
| Property Tax Budget                                   | 24,085,855        | -2,329,192         |
| Wastewater and Treatment Budget                       | 43,313,132        | 3,345,356          |
| Water Budget  | 9,568,611         | 0                  |
| <b>Subtotal Council Awards and Budget Adjustments</b> | <b>76,967,598</b> | <b>1,016,164</b>   |

**Table 4 - Administrative Awards and Budget Adjustments Summary**

| Budget   | Awarded Amount    | Budget Adjustments |
|--|-------------------|--------------------|
| Property Tax Budget  | 19,831,657        | 3,037,213          |
| Wastewater and Treatment Budget  | 12,218,581        | 158,107            |
| Water Budget   | 10,183,660        | 429,094            |
| <b>Subtotal Administrative Awards and Budget Adjustments<sup>1</sup></b> | <b>42,233,898</b> | <b>3,624,414</b>   |

Notes:

1) Civic Administration source of financing awards are in accordance with the Procurement of Goods and Services Policy and are reported annually through that process.

**Table 5 - Combined Council Approved and Administrative Awards and Budget Adjustments Summary**

| Budget   | Awarded Amount     | Budget Adjustments |
|--|--------------------|--------------------|
| Property Tax Budget  | 43,917,512         | 708,021            |
| Wastewater and Treatment Budget  | 55,531,713         | 3,503,463          |
| Water Budget   | 19,752,271         | 429,094            |
| <b>Total Council Approved and Administrative Awards and Budget Adjustments</b> | <b>119,201,496</b> | <b>4,640,578</b>   |

**Appendix B - Summary of 2018 Life-To-Date Capital Budgets Having No Future Budget Requests**

| Project      | Project Description                                       | Classification      | Service Program        | 2018 LTD Budget | Committed  | Uncommitted | Expected Completion Date | Explanation   |
|--------------|---|---------------------|------------------------|-----------------|------------|-------------|--------------------------|---|
| ES2331       | Sewer Separation Program Acceleration - CWWF              | Service Improvement | Environmental Services | 10,496,281      | 10,219,490 | 276,791     | Q4 2021                  | Funding extension recently received allowing invoicing to be processed to Sept 30, 2023. Remaining variance due to favourable construction outcome on other construction projects now complete (e.g. release of contingency).   |
| ES2334       | Sewer Separation & Infrastructure Renewal Planning - CWWF | Life Cycle Renewal  | Environmental Services | 2,689,769       | 2,545,849  | 143,920     | Q3 2021                  | Project tendered in 2021; awaiting completion of final invoicing.   |
| ES2436       | Weeping Tile Disconnection                                | Service Improvement | Environmental Services | 1,151,936       | 19,015     | 1,132,921   | Q4 2021                  | Delayed due to COVID. Revised program now underway. Funding required for program and to cover equipment that was purchased for this monitoring program. Monitoring cannot continue without this funding. Purchase of new equipment required to expand this service in 2021. |
| ES2476       | Elliot-Laidlaw Remediation                                | Life Cycle Renewal  | Environmental Services | 200,000         | 0          | 200,000     | Q4 2023                  | Project need to be assessed with Dingman Creek Stage 2 Lands Environmental Assessment (EA).   |
| ES2681       | Mud Creek East BR Stormwater                              | Growth              | Environmental Services | 9,259,800       | 9,294,069  | -34,269     | Q4 2023                  | Current construction to be complete in 2021 with a subsequent warranty period. Phase 1 project split into two sub-phases for construction. Phase 1A currently under construction. Phase 1B to be constructed in 2021. Future PO closing will address variance.              |
| ES3020-HP6   | SWM Facility - Hyde Park No. 6                            | Growth              | Environmental Services | 2,416,700       | 1,256,089  | 1,160,611   | Q4 2023                  | This project will be divided into two consultant assignments and construction projects to satisfy the required SWM works identified in the Hyde Park EA Amendment. Funding required to pay the works identified in the Hyde Park EA Addendum in lieu of SWM Facility #6.    |
| ES3020-PD2   | SWM Facility - Pincombe Drain No. 2                       | Growth              | Environmental Services | 2,416,700       | 1,256,089  | 1,160,611   | Q4 2021                  | Funding to be retained for anticipated construction claims.   |
| ES3020-RVBTC | SWM Facility - River Bend                                 | Growth              | Environmental Services | 13,906,700      | 8,729,813  | 5,176,887   | Beyond                   | Decommissioning of the temporary basin is required after 70% subdivision build out. Build out TBD. Anticipated that the available funding will be required.   |
| ES3021       | Land (Expropriation Negotiations)                         | Growth              | Environmental Services | 900,000         | 4,614      | 895,386     | Q2 2022                  | Uncommitted funds to be used for upcoming SWM GMIS Land needs in the Hyde Park Area.  |
| ES3042       | Floor Protection Measures at Vauxhall PCP CWWF            | Service Improvement | Environmental Services | 4,883,000       | 4,883,000  | 0           | Q4 2022                  | Outstanding issues to be resolved.  |
| ES3045       | Horton Sanitary Sewer Upgrades                            | Life Cycle Renewal  | Environmental Services | 480,000         | 221,332    | 258,668     | Q4 2022                  | Engineering consultant report has been received. Further evaluation is required to determine next steps.  |

**Appendix B - Summary of 2018 Life-To-Date Capital Budgets Having No Future Budget Requests**

| Project | Project Description  | Classification      | Service Program        | 2018 LTD Budget | Committed | Uncommitted | Expected Completion Date | Explanation   |
|---------|--|---------------------|------------------------|-----------------|-----------|-------------|--------------------------|---|
| ES3068  | Springbank Dam Replace Gates and Erosion Control                           | Service Improvement | Environmental Services | 10,645,358      | 7,527,414 | 3,117,944   | Q4 2022                  | Design of decommissioning of Springbank Dam is underway. Projected completion date updated to reflect expected construction timing due to permitting and environmental mitigation.  |
| ES3083  | Infill and Intensification Corridors                                       | Growth              | Environmental Services | 1,345,989       | 1,346,542 | -553        | Q4 2021                  | Previous DC Study project. As part of the new DC study update, a new annual account ES5148 was set up to replace ES3083 and serve a similar purpose. Aiming to close by end of 2021.  |
| ES3087  | Huron Industrial Park Service  | Service Improvement | Environmental Services | 1,122,673       | 1,029,749 | 92,924      | Q4 2023                  | Awaiting completion of SWMF construction. Undertaking detailed design and tendering for internal servicing of blocks.   |
| ES3097  | Vauxhall - Pottersburg   | Service Improvement | Environmental Services | 6,000,000       | 5,995,467 | 4,533       | Q4 2021                  | Some deficiencies outstanding, will be resolved by Q3 2021.   |
| ES3201  | Dingman #1 Remediation SWM Flood Control Facility                          | Growth              | Environmental Services | 7,455,000       | 1,231,263 | 6,223,737   | 2026                     | Corridor project planned following completion of Dingman Creek Stage 2 EA. The Dingman Stage 1 EA was finalized in September 2021. The Stage 2 EA is anticipated to be completed in Q1 2022. This project is expected to include detailed design and construction administration for recommended works from the Stage 2 EA. |
| ES3203  | Hyde Park - Stanton Drain  | Growth              | Environmental Services | 287,500         | 0         | 287,500     | Q4 2023                  | The RFP will be initiated when the land is purchased to finish the southern part of the Stanton Drain. Negotiations for the land have been initiated with Realty Services.  |
| ES3209  | Stormwater Unidentified Municipal Class Environmental Assessment Addendums | Growth              | Environmental Services | 200,000         | 98681     | 101,319     | 2026                     | Annual program to cover costs of unanticipated EA's. Project to remain open.  |
| ES5145  | Sanitary Sewer Internal Oversizing Subsidy                                 | Growth              | Environmental Services | 446,625         | 160810    | 285,815     | Beyond                   | Account funds are used to pay developer claims related to sanitary sewer oversizing. There's no end date to the project. Claims can be made at any time. There are currently 5 open claim files that are developer led works.   |
| ES5252  | KL1B Kilally Growth Area Adelaide PCP Sewershed                            | Growth              | Environmental Services | 998,600         | 380134    | 618,466     | Q4 2021                  | Waiting for final claim. Once all claims have been paid account can be closed.  |
| ES5253  | RB1B Riverbend Growth Area   | Growth              | Environmental Services | 1,267,966       | 1,111,494 | 156,472     | Q4 2021                  | Waiting for final claim. Once all claims have been paid account can be closed.  |
| ES5264  | Wonderland Pumping Station Upgrade   | Growth              | Environmental Services | 5,000,000       | 5,000,003 | -3          | Q4 2023                  | Tender awarded. Construction late 2022, warranty to 2023.   |
| ES5425  | Interim Works as Identified in Environmental Assessment                    | Growth              | Environmental Services | 1,200,000       | 654,263   | 545,737     | 2026                     | Funding must be retained to allow for decommissioning of interim SWM facility associated with Riverbend Tributary C.  |

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|--------------|--|--------------------|------------------------|-----------------|-----------|-------------|--------------------------|---|
| ES5427       | Pre-assumption Monitoring                              | Growth             | Environmental Services | 1,000,000       | 514,464   | 485,536     | Q4 2021                  | The projects are progressing as anticipated from both a schedule and cost perspective. PO's to remain open until designs are complete or the warranty period expires.   |
| ES5428       | Infill and Intensification Nodes Storm Sewer Servicing | Growth             | Environmental Services | 2,756,580       | 2550725   | 205,855     | Q4 2021                  | Funding used on storm sewers for York Street Phase 2. Deficiency work and warranty still outstanding. Phase 2 York Street not 100% done – from Talbot Street to Clarence Street.  |
| ES5429       | Storm Sewer Internal Oversizing Subsidy                | Growth             | Environmental Services | 5,920,674       | 4761535   | 1,159,139   | 2026                     | Program for Developer Claims on Oversized Storm Sewer construction.   |
| ES5432       | Treatment Plants Technology                            | Life Cycle Renewal | Environmental Services | 1,500,000       | 1,507,400 | -7,400      | Q4 2021                  | Work complete, project cannot be closed until all final CWWF claims are processed.  |
| ES5520       | Community Growth Trunk Storm Sewer Works               | Growth             | Environmental Services | 3,030,480       | 267,894   | 2,762,586   | 2026                     | Program for Developer Claims on Trunk Storm Sewer construction.   |
| ES6066       | Dingman Pumping Station Header                         | Life Cycle Renewal | Environmental Services | 500,000         | 431,558   | 68,442      | Q4 2022                  | Construction about to start. Services complete by end of 2022.  |
| ES6074       | Pottersburg WWTP CSO and Inlet                         | Life Cycle Renewal | Environmental Services | 1,821,504       | 1,733,644 | 87,860      | Q4 2021                  | Clearing up final deficiencies. Completion expected by end of 2021.   |
| ESSWM-DCNLP9 | SWM Facility - Dingman Creek North Lambeth No. P9      | Growth             | Environmental Services | 7,226,927       | 5,973,482 | 1,253,445   | Q4 2021                  | This project is awaiting a final landscape walkthrough. Anticipated to be complete in Q4 2021.  |
| ESSWM-HP5    | SWM Facility - Hyde Park No. 5                         | Growth             | Environmental Services | 6,517,700       | 369,915   | 6,147,785   | Q4 2023                  | This project will be divided into two Consultant assignments and construction projects to satisfy the required SWM works identified in the Hyde Park EA Amendment which was completed in Summer 2020. All of this funding will be used to support the recommended EA Addendum strategy. |
| ESSWM-MM2    | SWM Facility - Murray Marr No. 2                       | Growth             | Environmental Services | 4,400,000       | 0         | 4,400,000   | Q4 2023                  | Facility need to be assessed during Dingman Creek Stage 2 EA.   |
| ESSWM-MM4    | SWM Facility - Murray Marr No. 4                       | Growth             | Environmental Services | 2,100,000       | 358,278   | 1,741,722   | Q4 2023                  | Facility need to be assessed during Dingman Creek Stage 2 EA.   |
| ESSWM-OV1    | SWM Facility - Old Victoria No. 1                      | Growth             | Environmental Services | 3,085,061       | 2,681,437 | 403,624     | Q4 2021                  | Additional monitoring is required until end of warranty. No additional Developer SWM related claims anticipated.  |
| ESSWM-PDR    | SWM Facility - Pincombe Drain Remediation              | Growth             | Environmental Services | 4,300,000       | 0         | 4,300,000   | Q4 2023                  | Project to be initiated in 2021 for 2022 construction. This project was delayed by the Dingman Stage 1 EA completed in September 2020.  |
| ESSWM-PKR    | SWM Facility - Parker                                  | Growth             | Environmental Services | 4,140,910       | 3,861,332 | 279,578     | Q4 2021                  | Additional warranty work to be expected. Land claim for SWM block still outstanding.  |



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| Project   | Project Description                              | Classification      | Service Program        | 2018 LTD Budget | Committed  | Uncommitted | Expected Completion Date | Explanation  |
|-----------|--|---------------------|------------------------|-----------------|------------|-------------|--------------------------|--|
| ESSWM-SC2 | SWM Facility - Stoney Creek No. 2                | Growth              | Environmental Services | 1,599,000       | 957,889    | 641,111     | Q4 2022                  | Additional warranty work to be expected and budget required for land purchase. Not aware of any additional Developer SWM claims.   |
| EW2310    | Western Road Watermain                           | Growth              | Environmental Services | 2,079,419       | 1,926,927  | 152,492     | Q3 2021                  | Minor work to be completed.  |
| EW3527    | Asset Maintenance Management                     | Service Improvement | Environmental Services | 1,700,000       | 1,382,195  | 317,805     | Q4 2021                  | Computerized Maintenance Management System has been delayed for a significant amount of time, and is currently in the User Acceptance Testing phase, with anticipated completion in Fall 2021.   |
| EW3535    | Infrastructure Renewal Program                   | Life Cycle Renewal  | Environmental Services | 509,000         | 489,952    | 19,048      | Q4 2021                  | Construction complete. In warranty period.   |
| EW3537    | Dundas Redevelopment                             | Life Cycle Renewal  | Environmental Services | 2,427,981       | 2,427,983  | -2          | Q4 2021                  | Finalizing work and ongoing delay claim.   |
| EW3541    | EMPS - SCADA Upgrade                             | Life Cycle Renewal  | Environmental Services | 900,000         | 151,885    | 748,115     | Q2 2022                  | SCADA equipment replacement and software upgrades have been delayed by Covid-19. Work scheduled with OCWA in conjunction with partnering municipalities' needs and Regional Water Supply.  |
| EW3547    | Trunk Watermain Cathodic                         | Life Cycle Renewal  | Environmental Services | 295,000         | 334,621    | -39,621     | Q4 2021                  | Construction complete. In warranty period.   |
| EW3551    | Hyde Park - Sarnia Road                          | Growth              | Environmental Services | 2,068,660       | 1,708,481  | 360,179     | Q4 2021                  | The variance is due to favorable pricing at the time of tender due to a competitive bid environment. Project cannot be closed, pending further confirmation from Construction Admin.   |
| EW3592    | Infill and Intensification Nodes Water Servicing | Growth              | Environmental Services | 2,198,080       | 600,548    | 1,597,532   | Beyond                   | The timing of expenditures is based on the development approval process and the construction plans of individual developers. With the Core Area Servicing Studies now complete, this program will be used to fund those identified projects. |
| EW3614    | SE Pumping Station Reservoir                     | Growth              | Environmental Services | 55,728,118      | 55,506,073 | 222,045     | Q4 2022                  | Inlet valve component of project is complete. Remaining funding to be used for Inlet Valve component at SERPS.   |
| EW3619    | White Oak Pumping Station                        | Service Improvement | Environmental Services | 700,000         | 70,849     | 629,151     | Q4 2021                  | On track for completion in Q4 2021. Demolition specifications are complete and project is awaiting results of quotations. Anticipated completion Q4 2021   |
| EW3624    | Burbrook Watermain Upgrade                       | Life Cycle Renewal  | Environmental Services | 4,700,000       | 4,439,315  | 260,685     | Q4 2021                  | Program to construct watermains in the Burbrook area. Remaining funds in project will be used to partially fund Egerton reconstruction as part of the Burbrook area.   |
| EW3628    | Expansion of Southeast Pressure Zone             | Growth              | Environmental Services | 2,700,000       | 2,339,088  | 360,912     | Q4 2021                  | Deficiency items being addressed before final payment is granted. Some schedule delays due to deficiencies.  |
| EW3652-2  | Wickerson High Level Watermain                   | Growth              | Environmental Services | 1,361,030       | 391,905    | 969,125     | Q4 2024                  | Project is coordinated with Transportation project to make improvements to Wickerson Road from Southdale Road.   |

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|-------------|---------------------------------------|---------------------|---|-----------------|-----------|-------------|--------------------------|--|
| EW3743      | Watermain Extensions                  | Service Improvement | Environmental Services                      | 2,503,705       | 1,257,339 | 1,246,366   | Q3 2023                  | Funding for water component of Blakie Road project, which is expected to be tendered in fall of 2021. It is expected that the project and warranty will be completed by Q3 2023. |
| EW3818      | Watermain Internal Oversizing Subsidy | Growth              | Environmental Services                      | 785,562         | 592,839   | 192,723     | Beyond                   | The work is designed and constructed by the developer and claimed back from the City through the provisions outlined in a subdivision agreement. Required for future claims.     |
| GG1034      | Development Charges Consulting        | Growth              | Planning and Development Services           | 850,000         | 656,025   | 193,975     | Q2 2022                  | Funding for DC process consultant for area rating and other matters.   |
| GG1730ART   | Salvage Heritage Artifacts            | Service Improvement | Culture Services                            | 200,000         | 168,906   | 31,094      | Q4 2024                  | Funding for the on-going redevelopment and rehabilitation of the South Street Hospital lands. Currently in discussions with Phase 2 proponent.                                   |
| GG1730HB    | Retention of Heritage Buildings       | Service Improvement | Economic Prosperity                         | 500,000         | 479,731   | 20,269      | Q4 2021                  | These lands are being transferred to developer. Can be closed after that.  |
| GG1730PHB   | Decommissioning of South Street       | Service Improvement | Corporate, Operational and Council Services | 2,380,000       | 2,322,546 | 57,454      | Q4 2021                  | Work completed; waiting for official hand off.   |
| GGINFRA     | Infrastructure ITS                    | Life Cycle Renewal  | Corporate, Operational and Council Services | 110,224         | 0         | 110,224     | Q4 2024                  | This project will deliver server enclosures essential to the City of London computing environment. Project is early in the initiation phase. Project is on-track and on budget.  |
| ID1110      | Trafalgar Industrial Park             | Service Improvement | Economic Prosperity                         | 4,062,233       | 3,847,656 | 214,577     | Q4 2022                  | 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.                          |
| ID1150FCS   | Forest City South Industrial          | Service Improvement | Economic Prosperity                         | 250,000         | 230,584   | 19,416      | Q4 2021                  | External works capital project on Wilton Grove Road is ongoing in 2020/2021. Service opportunities will be coordinated. Review status again at end of 2021.                      |
| ID1150INVP5 | Innovation Industrial Park Phase 5    | Service Improvement | Economic Prosperity                         | 50,000          | 26,821    | 23,179      | Q4 2023                  | Due diligence studies are ongoing. Designs expected to progress in late 2021 or early 2022.  |
| ID1167      | Forest City Industrial Park           | Service Improvement | Economic Prosperity                         | 4,202,798       | 3,427,100 | 775,698     | Q4 2022                  | 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.                          |
| ID1170      | Huron Industrial Park                 | Service Improvement | Economic Prosperity                         | 6,012,553       | 5,407,785 | 604,768     | Q4 2023                  | Designs progressing for various sites in the development. Program is expected to continue until all the parcels have been sold.  |

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|-------------|--|---------------------|--|-----------------|-----------|-------------|--------------------------|--|
| ID2058      | Innovation Park - SWR Oversizing               | Growth              | Environmental Services                       | 8,265,000       | 8,265,000 | 0           | Q4 2023                  | Contractor completing work to bring development to assumption level.   |
| ID2058-3A   | Innovation Park - Sewer                        | Growth              | Environmental Services                       | 315,000         | 315,000   | 0           | Q4 2023                  | Contractor completing work to bring development to assumption level.   |
| ID2095HURC1 | Huron Industrial Park Area C1                  | Growth              | Environmental Services                       | 20,000          | 6,941     | 13,059      | Q4 2021                  | Awaiting completion of Huron Industrial SWMF.  |
| ID2095HURC2 | Huron Industrial Park Area C2                  | Growth              | Environmental Services                       | 20,000          | 6,942     | 13,058      | Q4 2021                  | Awaiting completion of Huron Industrial SWMF.  |
| ID2095HURC3 | Huron Industrial Park Area C3                  | Growth              | Environmental Services                       | 15,000          | 3,002     | 11,998      | Q4 2021                  | Awaiting completion of Huron Industrial SWMF.  |
| ID2095HURC4 | Huron Industrial Park Area C4                  | Growth              | Environmental Services                       | 45,000          | 24,948    | 20,052      | Q4 2021                  | Awaiting completion of Huron Industrial SWMF.  |
| ID2095OXF   | Oxford Business Park Servicing                 | Growth              | Environmental Services                       | 340,733         | 193,289   | 147,444     | Q4 2021                  | Work complete, project cannot be closed until all claims are paid.   |
| ME1208      | Fuel Switching Project                         | Service Improvement | Corporate, Operational and Council Services  | 1,382,625       | 629,175   | 753,450     | Q4 2022                  | Second phase of the building modifications for Compressed Natural Gas have been initiated with Facilities.   |
| MU1200      | Fleet Radio Replacement                        | Life Cycle Renewal  | Transportation Services                      | 625,000         | 0         | 625,000     | Q4 2023                  | Project on hold until 2023 pending review of legislation regarding the current exemption for transit authorities to use hand held communication devices.                                       |
| MU1210      | Fare Processing Equipment                      | Life Cycle Renewal  | Transportation Services                      | 1,495,000       | 0         | 1,495,000   | Q1 2022                  | Project not started given delays in fully implementing smart card and its impacts on phasing out tickets and corresponding cash collection.  |
| PD1015      | South Street Campus Redevelopment              | Service Improvement | Planning and Development Services            | 155,000         | 139,955   | 15,045      | Q4 2024                  | Funding for the on-going redevelopment and rehabilitation of the South Street Hospital lands. Currently in discussions with Phase 2 proponent.   |
| PD1076      | TVP - North Branch                             | Service Improvement | Parks, Recreation and Neighbourhood Services | 3,303,752       | 3,303,752 | 0           | Q4 2021                  | Work complete, in warranty period.   |
| PD1102      | Review of Environmental Management Guidelines  | Service Improvement | Planning and Development Services            | 50,000          | 0         | 50,000      | Q4 2021                  | Revised EMG draft to be presented to council in late 2021 after delays in the project due to COVID restrictions and internal personnel limitations.  |
| PD1143      | Enhance Highbury Avenue                        | Service Improvement | Parks, Recreation and Neighbourhood Services | 37,500          | 0         | 37,500      | Q3 2021                  | Roadwork to be completed in Q3 2021  |
| PD1145      | Placemaking Design Guidelines                  | Service Improvement | Planning and Development Services            | 100,000         | 76,612    | 23,388      | Q4 2022                  | Funding for consulting support for Urban Design Guidelines. Schedule delayed.  |
| PD1146      | Development Management Tracking System Upgrade | Life Cycle Renewal  | Planning and Development Services            | 180,000         | 88,887    | 91,113      | 2025                     | Funding for Digital Application Software. Delay to overall project due to project resource constraints with Covid-19. The delay has been reported out with Strategic Plan variance monitoring. |

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|-----------|--------------------------------|---------------------|--|-----------------|-----------|-------------|--------------------------|--|
| PD1213    | Archaeological Master Plan     | Life Cycle Renewal  | Planning and Development Services            | 75,000          | 70,941    | 4,059       | Q4 2021                  | Archaeological Management Plan was approved by Council on July 17, 2017. The Official Plan/The London Plan has been amended to add the Plan to the list of guideline documents. Remaining funds are allocated for the implementation of the Plan following adoption. The draft implementation guide is complete and awaiting final review by First Nations partners.   |
| PD1215    | Back To The River              | Service Improvement | Parks, Recreation and Neighbourhood Services | 950,000         | 844,668   | 105,332     | Q2 2022                  | Surplus fees from Back to the River EA. Will be used for Harris Park Master Plan consultant contract.  |
| PD1382-15 | New Neighbourhood Parks        | Growth              | Parks, Recreation and Neighbourhood Services | 260,000         | 227,077   | 32,923      | Q3 2022                  | Victoria on River, waiting for subdivision capital claim.  |
| PD138216  | New Neighbourhood Parks        | Growth              | Parks, Recreation and Neighbourhood Services | 220,000         | 74,525    | 145,475     | Q4 2022                  | Hoping to start construction fall 2021.  |
| PD138218  | New Neighbourhood Parks        | Growth              | Parks, Recreation and Neighbourhood Services | 150,000         | 28,887    | 121,113     | Q2 2022                  | Remaining funds are set aside to work with community group at Black Acres Park (2021).   |
| PD2082    | Meadowlily Area Planning Study | Growth              | Planning and Development Services            | 520,000         | 391,114   | 128,886     | Q1 2022                  | 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 when the initial applicant changed plans and the area's commercial potential diminished. With the adoption of The London Plan, the lands have been placed in the Neighbourhoods Place Type. A major issue related to transportation matters emerged in the previous planning process. In addition, recent development applications have identified the possible need for servicing studies. Remaining funds to be used to undertake any required servicing/transportation studies. |
| PD2124-12 | New Thames Valley Parkway      | Growth              | Parks, Recreation and Neighbourhood Services | 50,000          | 0         | 50,000      | Q3 2022                  | Capital Claim for Victoria on River - TVP complete, but claim not submitted yet.   |
| PD2124-13 | New Thames Valley Parkway      | Growth              | Parks, Recreation and Neighbourhood Services | 500,000         | 26,492    | 473,508     | Q4 2022                  | Hamilton Road underpass on south branch (waiting for land acquisition/developer east of Hamilton). Remaining funds are for TVP capital claim on North Branch (Edge Valley).  |

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|-----------|---------------------------------------|--------------------|--|-----------------|-----------|-------------|--------------------------|--|
| PD2124-15 | New Thames Valley Parkway             | Growth             | Parks, Recreation and Neighbourhood Services | 1,175,000       | 187,779   | 987,221     | Q4 2022                  | Funds earmarked for the the following; interim TVP between Highbury and Clarke (land acquisitions), TVP Main Branch implementation following EA, Hamilton Road Underpass (land acquisitions), OVHL TVP Construction - design progressing (construct 2022).   |
| PD212418  | New Thames Valley Parkway             | Growth             | Parks, Recreation and Neighbourhood Services | 2,645,332       | 66,104    | 2,579,228   | Q4 2022                  | Funding for main branch TVP implementation, Hydro Lands/Carrae and Norquay TVP Development   |
| PD2181-15 | New Sportspark                        | Growth             | Parks, Recreation and Neighbourhood Services | 150,000         | 156,251   | -6,251      | Q4 2022                  | Funding for Riverbend Fieldhouse (Realty just finalized acquisition and Facilities is progressing design in 2021).   |
| PD218116  | New Sportspark                        | Growth             | Parks, Recreation and Neighbourhood Services | 600,000         | 600,941   | -941        | Q1 2023                  | Foxfield Park consultant (design) - Project was on hold waiting for funding, but will re-commence fall 2021. Kilally Sport Field consultant.   |
| PD218117  | New Sportspark                        | Growth             | Parks, Recreation and Neighbourhood Services | 800,000         | 555,769   | 244,231     | Q3 2023                  | \$200k for S/W Sportfields - waiting for land acquisitions. Remaining funds to support soccer field at Foxfield.   |
| PD2230-15 | New Fieldhouses                       | Growth             | Parks, Recreation and Neighbourhood Services | 150,000         | 58,438    | 91,562      | Q4 2022                  | Funding for fieldhouse at Riverbend District Park. Was on hold due to legal issues with existing building, but now resolved and progressing to construction in 2022.   |
| PD223016  | New Fieldhouses                       | Growth             | Parks, Recreation and Neighbourhood Services | 600,000         | 600,000   | 0           | Q4 2021                  | Fieldhouse at Kilally Sport Fields   |
| PD225317  | New Environmentally Significant Areas | Growth             | Planning and Development Services            | 80,000          | 0         | 80,000      | Q4 2024                  | Future capital claim associated with Warbler Woods ESA and City led trail development in Warbler Woods ESA following land acquisition.   |
| PD2400    | Park Farm Trust Fund                  | Life Cycle Renewal | Planning and Development Services            | 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. Trust fund serves as a source of funding for projects required to maintain and conserve this municipally-owned heritage property. |
| PD3019-15 | New Urban Parks                       | Growth             | Parks, Recreation and Neighbourhood Services | 350,000         | 123,145   | 226,855     | Q3 2022                  | Funding for urban park at Victoria on River. Work complete - waiting for capital claim.  |
| PD301917  | New Urban Parks                       | Growth             | Parks, Recreation and Neighbourhood Services | 160,000         | 0         | 160,000     | Q3 2022                  | Funding for urban park at Warbler Woods. Work complete - waiting for capital claim.  |
| PD301918  | New Urban Parks                       | Growth             | Parks, Recreation and Neighbourhood Services | 500,000         | 305,280   | 194,720     | Q3 2023                  | Remaining funds for Hydro Lands/Carrae Park area as per One River EA projects.   |
| PD3023    | 5-Year Official Plan Review           | Life Cycle Renewal | Planning and Development Services            | 650,000         | 511,085   | 138,915     | Q4 2023                  | Project to undertake a review of the Official Plan and any resulting zoning amendments   |

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|----------|--|---------------------|--|-----------------|------------|-------------|--------------------------|--|
| RC2428   | Enhanced CGAC Aquatic Fund                                     | Life Cycle Renewal  | Parks, Recreation and Neighbourhood Services | 43,575          | 45,791     | -2,216      | Q3 2021                  | Endowment funding focused on accessibility improvements to be complete in 2021   |
| RC2608   | Glen Cairn Arena Decommission and Renovate to Community Space  | Service Improvement | Parks, Recreation and Neighbourhood Services | 683,400         | 0          | 683,400     | Q2 2022                  | Community engagement to assist in scoping of project delayed due to COVID-19   |
| RC2612   | Silverwoods Arena Decommission and Renovate to Community Space | Service Improvement | Parks, Recreation and Neighbourhood Services | 2,226,200       | 0          | 2,226,200   | Q2 2022                  | Community engagement to assist in scoping of project delayed due to COVID-19   |
| RC2755   | South West Multi-Purpose Recreation Centre                     | Growth              | Parks, Recreation and Neighbourhood Services | 54,588,465      | 54,269,786 | 318,679     | Q4 2021                  | Construction completed end of Q3 of 2018 but deficiencies expected to be completed in 2021.  |
| SW6023   | Community Environment Depots                                   | Service Improvement | Environmental Services                       | 1,500,000       | 70,072     | 1,429,928   | Q2 2023                  | Re-configuration of Clarke Road EnviroDepot expected to be complete by Q4 2022.  |
| SW6035   | Landfill Gas Utilization                                       | Service Improvement | Environmental Services                       | 4,000,000       | 78,921     | 3,921,079   | Beyond                   | FIT Contract cancelled July 16, 2018. Funds will be used for new projects for the beneficial use of captured landfill gas such as the production of Renewable Natural Gas. |
| TS1031   | Long Term Corridor Protection                                  | Growth              | Transportation Services                      | 500,000         | 500,262    | -262        | Q4 2023                  | Program for EA's and planning studies.   |
| TS1038   | Transportation Development                                     | Growth              | Transportation Services                      | 250,000         | 255,017    | -5,017      | Q4 2021                  | Ongoing Development Charges related work until Q4 2021.  |
| TS1039   | Transportation Master Plan                                     | Growth              | Transportation Services                      | 100,000         | 0          | 100,000     | Q4 2023                  | TMP Updates to start in 2021 with anticipation completion of Q4 2023   |
| TS1041   | Transportation Impact Studies                                  | Growth              | Transportation Services                      | 300,000         | 149444     | 150,556     | Q4 2023                  | Various traffic studies are planned to begin in 2021   |
| TS1135   | Dundas Flexible Street   | Service Improvement | Transportation Services                      | 30,053,669      | 28456280   | 1,597,389   | Q4 2022                  | Construction of both phases is complete and we are in the warranty period with final invoices to come. Hold funding until at least Q4 2021 to confirm final billings.      |
| TS1215   | Blackfriars Bridge Rehabilitation                              | Life Cycle Renewal  | Transportation Services                      | 2,700,000       | 2,699,713  | 287         | Q4 2021                  | Bridge is in the warranty period until later this year.  |
| TS1218   | Blackfriars Bridge Rehabilitation Active Transportation        | Life Cycle Renewal  | Transportation Services                      | 1,500,000       | 1,499,708  | 292         | Q4 2021                  | Bridge is in the warranty period until later this year.  |
| TS126417 | Rural Intersection   | Growth              | Transportation Services                      | 508,470         | 171,211    | 337,259     | Q4 2023                  | Project to be designed in 2021, construction to follow.  |
| TS1325   | Veterans Memorial South  | Service Improvement | Economic Prosperity                          | 1,148,811       | 1,152,031  | -3,220      | Q4 2021                  | Waranty issues with provincial component of work.  |

**Appendix B - Summary of 2018 Life-To-Date Capital Budgets Having No Future Budget Requests**

| Project  | Project Description                     | Classification     | Service Program                             | 2018 LTD Budget | Committed  | Uncommitted | Expected Completion Date | Explanation  |
|----------|---|--------------------|---|-----------------|------------|-------------|--------------------------|--|
| TS1346   | Corporate Asset Management Development  | Life Cycle Renewal | Corporate, Operational and Council Services | 1,863,895       | 850,256    | 1,013,639   | 2025                     | The CAM project includes a total of seven (7) work units, a contract was executed for the first six (6) units over the past years. The final work unit number 7 is significant and includes implementation of all five asset management modules across the remaining 9 service areas included in the scope of the CAM project estimated at a cost of approx. \$1 million. Unit 6 restarted in June 2021 and is scheduled to be complete by Q2 2022 while the Final unit 7 of the project is scheduled to start by Q2 2022 and completion date by 2025 to align with the new regulation (O.Reg 588/17) due date.  |
| TS1349-2 | Sarnia Road Improvements                | Growth             | Transportation Services                     | 7,910,000       | 6,983,029  | 926,971     | Q4 2021                  | Hold funds for legal/deficient work.   |
| TS1350   | Corporate Asset Management Software     | Life Cycle Renewal | Corporate, Operational and Council Services | 360,000         | 156,336    | 203,664     | Q4 2024                  | Phased implementation of Assetic software is well underway for transportation and Parks & Recreation services. This will be followed by full implementation across the City. The most recent example of the use of Assetic's system was in the City's 2019 Asset Management Plan & 2020 AMP annual update. The AMP projected long term condition profiles to optimize service level outcomes and capital expenditures. Assetic's decision making module (Predictor) was used for the City's Core Assets (Water, Wastewater, and Transportation), the majority of Facilities (Recreation and Corporate Facilities) and other service areas such as Fleet and Fire Department. |
| TS1371   | Road Class Oversizing                   | Growth             | Transportation Services                     | 500,000         | 61,460     | 438,540     | Q4 2021                  | Work complete, awaiting final claims.  |
| TS1475-2 | Fanshawe Road East Widening Phase 2     | Growth             | Transportation Services                     | 13,360,000      | 13,125,217 | 234,783     | Q3 2021                  | Project complete, however holdback release/warranty outstanding.   |
| TS1477-2 | Hyde Park Road Widening Phase 2         | Growth             | Transportation Services                     | 15,575,802      | 14,300,474 | 1,275,328   | Q4 2021                  | Construction and warranty works complete. Council directed the addition of traffic signals at Hyde Park Road and South Carriage Road in July 2018. Account to remain open to fund until complete Q4 2021.  |
| TS1484   | Sarnia Road Widening                    | Growth             | Transportation Services                     | 10,209,820      | 10,197,885 | 11,935      | Q4 2021                  | Project to remain open until purchase orders are closed.   |
| TS1487   | Wonderland Road Two Land Upgrade        | Growth             | Transportation Services                     | 10,395,000      | 9,231,379  | 1,163,621   | Q4 2021                  | Minor construction legal issues to close.  |
| TS1489   | Western Widening Platt's Lane to Oxford | Growth             | Transportation Services                     | 27,792,018      | 26,216,780 | 1,575,238   | Q4 2021                  | Minor construction legal issues to close.  |

**Appendix B - Summary of 2018 Life-To-Date Capital Budgets Having No Future Budget Requests**

| Project  | Project Description                   | Classification      | Service Program         | 2018 LTD Budget | Committed | Uncommitted | Expected Completion Date | Explanation   |
|----------|---------------------------------------|---------------------|-------------------------|-----------------|-----------|-------------|--------------------------|---|
| TS1523-1 | Bradley Avenue Extension Phase 1      | Growth              | Transportation Services | 12,264,375      | 7,606,653 | 4,657,722   | Q4 2021                  | Active legal issues to be resolved in 2021.   |
| TS1633   | Adanved Land Acquisition              | Growth              | Transportation Services | 1,640,000       | 56,090    | 1,583,910   | Q4 2023                  | Funds required for advance purchases from willing sellers for any future transportation projects.   |
| TS1651   | Minor Roadworks - Channelization      | Growth              | Transportation Services | 3,477,525       | 3,135,454 | 342,071     | Q2 2022                  | Developer claims outstanding.   |
| TS1652   | Minor Roadworks - Miscellaneous Works | Growth              | Transportation Services | 89,100          | 8,904     | 80,196      | Q4 2023                  | Funding for development driven improvements as needed.  |
| TS1653   | Minor Roadworks - Sidewalks           | Growth              | Transportation Services | 925,847         | 464,511   | 461,336     | Q4 2021                  | Developer charges to come in 2021.  |
| TS1654   | Minor Roadworks - Streetlights        | Growth              | Transportation Services | 1,767,171       | 1,073,576 | 693,595     | Q4 2023                  | Various projects over MYB period from 2021 to 2023 - funding will be utilized.  |
| TS1655   | Minor Roadworks - Traffic Signals     | Growth              | Transportation Services | 1,546,880       | 544,429   | 1,002,451   | Q4 2023                  | Various projects over MYB period from 2021 to 2023 - funding will be utilized.  |
| TS1656   | Minor Roadworks - Roundabouts         | Growth              | Transportation Services | 450,000         | 404,134   | 45,866      | Q4 2021                  | Design for Hyde Park/Sunningdale roundabout to be completed by Q4 2021  |
| TS173918 | Cycling Facilities                    | Growth              | Transportation Services | 642,800         | 642,089   | 711         | Q4 2021                  | Awaiting closure of purchase orders.  |
| TS1766   | Bradley Avenue Extension              | Life Cycle Renewal  | Transportation Services | 500,000         | 500,000   | 0           | Q4 2021                  | Active legal issues to be resolved in 2021  |
| TS2170   | Bradley Avenue From Old Victoria      | Growth              | Transportation Services | 2,350,000       | 805,058   | 1,544,942   | Q4 2022                  | Possible work to cover Development Charges roadworks associated with a future Innovation Park Phase 5. Limits on Bradley are from Bonder easterly to City Limits. |
| TS4165   | Urban Intersection                    | Growth              | Transportation Services | 1,616,000       | 1,562,513 | 53,487      | Q4 2023                  | Additional construction scheduled for 2021/22.  |
| TS4209   | Improved Parking Technology           | Service Improvement | Transportation Services | 300,000         | 282,514   | 17,486      | Q1 2022                  | Delayed pending development work by vendor  |
| TS5036   | Downtown Transportation Alliance      | Service Improvement | Transportation Services | 150,000         | 86,721    | 63,279      | Q2 2022                  | Project work into 2021 as per PTIF arrangements. City portion of funding comes from TS5031.   |
| TS5037   | Bike Parking Infrastructure           | Service Improvement | Transportation Services | 50,000          | 53,754    | -3,754      | Q4 2021                  | Project work into 2021 as per PTIF arrangements. City portion of funding comes from TS5031.   |



Appendix C – Completed Capital Projects (as of June 30, 2021)

Table 1 - Tax Supported Budget Completed Capital Projects

| Project  | Classification      | Approved Budget | Actual    | Surplus / (Deficit) | Comments<br>(For Variance Greater Than \$50,000)            | Rate<br>Supported<br>Capital Levy | Rate<br>Supported<br>Debt | Rate<br>Supported<br>Reserve Fund | Non-Rate<br>Supported<br>Reserve Fund | Non-Rate<br>Supported<br>Debt | Non-Rate<br>Supported<br>Other |
|--|---------------------|-----------------|-----------|---------------------|---|-----------------------------------|---------------------------|-----------------------------------|---------------------------------------|-------------------------------|--------------------------------|
| GG1613 Additional Vehicle Facilities                                 | Service Improvement | 70,000          | 66,426    | 3,574               |   | 3,574                             |                           |                                   |                                       |                               |                                |
| GG1730LCR Old Victoria Hospital Lands Phase B - LCR                  | Service Improvement | 1,000,000       | 839,215   | 160,785             | Variance due to favourable tendering and unused contingency |                                   |                           | 160,785                           |                                       |                               |                                |
| GG176519 Convention Centre Repairs                                   | Lifecycle Renewal   | 2,553,000       | 2,553,000 | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| GGAPPL1802 Website   | Lifecycle Renewal   | 401,952         | 401,952   | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| ID1150HURC1 Huron Industr Park Area C1                               | Service Improvement | 2,921           | 2,921     | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| ID1150HURC2 Huron Industr Park Area C2                               | Service Improvement | 7,380           | 7,380     | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| ID1150HURC3 Huron Industr Park Area C3                               | Service Improvement | 4,920           | 4,920     | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| ID1150HURC4 Huron Industr Park Area C4                               | Service Improvement | 766             | 766       | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| IT301020A Business Intelligence Training                             | Lifecycle Renewal   | 59,148          | 59,148    | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| IT301820A CyberArk Upgrade   | Lifecycle Renewal   | 114,923         | 114,923   | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| MU113620 Existing Facility Upgrade                                   | Lifecycle Renewal   | 500,000         | 500,000   | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PD1018 Smart City Strategy   | Service Improvement | 125,000         | 101,760   | 23,240              |   | 23,240                            |                           |                                   |                                       |                               |                                |
| PD1142 Enhanced Veterans Memorial Parkway                            | Service Improvement | 627,085         | 566,528   | 60,557              | Variance due to favourable tendering                        | 48,057                            |                           | 12,500                            |                                       |                               |                                |
| PD117318 Springbank Park Upgrades                                    | Lifecycle Renewal   | 416,426         | 406,392   | 10,034              |   | 10,034                            |                           |                                   |                                       |                               |                                |
| PD212416 New Thames Valley Parkway                                   | Growth              | 9,668           | 9,668     | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PD224318 Maintain Environmentally Significant Areas                  | Lifecycle Renewal   | 199,594         | 199,594   | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PD232418 Municipally Owned Heritage Buildings                        | Lifecycle Renewal   | 453,086         | 453,086   | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PD302017 Maintain Urban Parks  | Lifecycle Renewal   | 82,800          | 82,398    | 402                 |   | 402                               |                           |                                   |                                       |                               |                                |
| PK102320B Jessie Davidson Park                                       | Lifecycle Renewal   | 49,311          | 49,311    | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PK128220A Griffith Park - Maintain Neighbourhood Parks               | Lifecycle Renewal   | 63,762          | 63,762    | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PK128220B Ambleside 2 - Maintain Neighbourhood Parks                 | Lifecycle Renewal   | 86,425          | 86,425    | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PK128220C Empress Park - Maintain Neighbourhood Parks                | Lifecycle Renewal   | 51,251          | 51,251    | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PK128220D Genevive Park - Maintain Neighbourhood Parks               | Lifecycle Renewal   | 50,000          | 50,000    | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PK128220G Past Presidents Park - Maintain Neighbourhood Parks        | Lifecycle Renewal   | 4,608           | 4,608     | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PK138219B Sunrise Park - Neighbourhood Parks                         | Growth              | 41,406          | 41,406    | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PK204319A Misc. Community Links - Mjr Open Space Pathway Connections | Growth              | 28,839          | 28,839    | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PP4291 Police Misc. Equipment Purchase                               | Lifecycle Renewal   | 2,714,668       | 2,714,586 | 82                  |   | 82                                |                           |                                   |                                       |                               |                                |
| PP431417 Replace Police Vehicles                                     | Lifecycle Renewal   | 1,770,619       | 1,770,619 | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| PP431418 Replace Police Vehicles                                     | Lifecycle Renewal   | 1,498,377       | 1,498,377 | 0                   |   |                                   |                           |                                   |                                       |                               |                                |

Appendix C – Completed Capital Projects (as of June 30, 2021)

Table 1 - Tax Supported Budget Completed Capital Projects

| Project                                    | Classification    | Approved Budget   | Actual            | Surplus / (Deficit) | Comments<br>(For Variance Greater Than \$50,000)                                 | Rate<br>Supported<br>Capital Levy | Rate<br>Supported<br>Debt | Rate<br>Supported<br>Reserve Fund | Non-Rate<br>Supported<br>Reserve Fund | Non-Rate<br>Supported<br>Debt | Non-Rate<br>Supported<br>Other |
|--|-------------------|-------------------|-------------------|---------------------|--|-----------------------------------|---------------------------|-----------------------------------|---------------------------------------|-------------------------------|--------------------------------|
| PP4444-15 Police HQ Building Major Repairs | Lifecycle Renewal | 492,044           | 492,044           | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| PP444417 Police HQ Building Major Repairs  | Lifecycle Renewal | 601,769           | 601,769           | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| PP444418 Police HQ Building Major Repairs  | Lifecycle Renewal | 801,908           | 801,908           | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| PP444419 Police HQ Building Major Repairs  | Lifecycle Renewal | 744,236           | 744,236           | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| PP4480 Police Facility Needs Analysis      | Growth            | 500,000           | 98,707            | 401,293             | Variances due to lower than expected costs and a change of scope for the project | 161,517                           |                           |                                   | 239,776                               |                               |                                |
| RC2201-15 Recreation Facilities            | Lifecycle Renewal | 3,120,758         | 3,120,758         | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| RC274916 Park Facilities Major Upgrades    | Lifecycle Renewal | 146,188           | 146,188           | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| TS331019 Road Surface Treatment            | Lifecycle Renewal | 422,000           | 422,000           | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| TS4160 Urban Intersections                 | Growth            | 1,259,000         | 1,206,959         | 52,041              | Variance due to favourable tendering   |                                   |                           | 7,759                             | 44,282                                |                               |                                |
| TS618119 Salt and Sand Dome LCR            | Lifecycle Renewal | 148,319           | 148,319           | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| <b>Total</b>                               |                   | <b>21,224,157</b> | <b>20,512,149</b> | <b>712,008</b>      |  | <b>246,906</b>                    | <b>0</b>                  | <b>181,044</b>                    | <b>284,058</b>                        | <b>0</b>                      | <b>0</b>                       |

Appendix C – Completed Capital Projects (as of June 30, 2021)

Table 2 - Wastewater and Treatment Budget Completed Capital Projects

| Project  | Classification      | Approved Budget  | Actual           | Surplus / (Deficit) | Comments<br>(For Variance Greater Than \$50,000)   | Rate<br>Supported<br>Capital Levy | Rate<br>Supported<br>Debt | Rate<br>Supported<br>Reserve Fund | Non-Rate<br>Supported<br>Reserve Fund | Non-Rate<br>Supported<br>Debt | Non-Rate<br>Supported<br>Other |
|--|---------------------|------------------|------------------|---------------------|--|-----------------------------------|---------------------------|-----------------------------------|---------------------------------------|-------------------------------|--------------------------------|
| ES2498 SS15C North Talbot Sanitary Sewer Extension | Growth              | 4,025,754        | 3,477,996        | 547,758             | Work for this project was completed efficiently, all funds not required to complete work |                                   |                           |                                   | 547,758                               |                               |                                |
| ES269318 Specialized Sewer Repairs                 | Lifecycle Renewal   | 4,496,303        | 4,496,303        | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| ES515018 Pumping Station Improvements              | Lifecycle Renewal   | 242,762          | 242,762          | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| ES6089 Applegate SWMF Remediation Works            | Service Improvement | 280,000          | 200,173          | 79,827              | Favourable variance due to overall cost efficiencies                                     |                                   | 44,000                    | 35,827                            |                                       |                               |                                |
| ID2095FCS Forest City South Industrial Servicing   | Growth              | 264,861          | 264,861          | 0                   |  |                                   |                           |                                   |                                       |                               |                                |
| <b>Total</b>                                       |                     | <b>9,309,680</b> | <b>8,682,095</b> | <b>627,585</b>      |  | <b>0</b>                          | <b>44,000</b>             | <b>35,827</b>                     | <b>547,758</b>                        | <b>0</b>                      | <b>0</b>                       |

Appendix C – Completed Capital Projects (as of June 30, 2021)

Table 3 - Water Budget Completed Capital Projects

| Project   | Classification    | Approved Budget  | Actual           | Surplus / (Deficit) | Comments<br>(For Variance Greater Than \$50,000)                        | Rate<br>Supported<br>Capital Levy | Rate<br>Supported<br>Debt | Rate<br>Supported<br>Reserve Fund | Non-Rate<br>Supported<br>Reserve Fund | Non-Rate<br>Supported<br>Debt | Non-Rate<br>Supported<br>Other |
|---|-------------------|------------------|------------------|---------------------|---|-----------------------------------|---------------------------|-----------------------------------|---------------------------------------|-------------------------------|--------------------------------|
| EW161220 Non-Residential Meters & Devices           | Lifecycle Renewal | 400,000          | 399,971          | 29                  |   | 29                                |                           |                                   |                                       |                               |                                |
| EW340919 Pumping Stations Optimization & Renewal    | Lifecycle Renewal | 81,272           | 81,272           | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| EW371719 Inspect Trunk Concrete Pressure Pipes      | Lifecycle Renewal | 97,850           | 97,850           | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| EW384220 Lead and Copper Water Services Replacement | Lifecycle Renewal | 1,500,000        | 313,354          | 1,186,646           | Favourable variance due to exceptionally low number of watermain breaks |                                   |                           | 1,186,646                         |                                       |                               |                                |
| EW3710 Downtown Watermain Replacement               | Lifecycle Renewal | 4,681,567        | 4,681,567        | 0                   |   |                                   |                           |                                   |                                       |                               |                                |
| <b>Total</b>  |                   | <b>6,760,689</b> | <b>5,574,014</b> | <b>1,186,675</b>    |   | <b>29</b>                         | <b>0</b>                  | <b>1,186,646</b>                  | <b>0</b>                              | <b>0</b>                      | <b>0</b>                       |

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee  
**From:** Cathy Saunders, City Clerk  
**Subject:** Proposed Amendment to Council Policy to recognize  
National Day for Truth and Reconciliation (National Orange  
Shirt Day) – September 30th  
**Meeting on:** September 20, 2021

## Recommendation

That on the recommendation of the City Clerk, the following actions be taken with respect to the National Day for Truth and Reconciliation (National Orange Shirt Day) – September 30th:

- a) the attached proposed by-law (Appendix “A”) being “A by-law to amend By-law No. CPOL.-114-366, as amended, being “Flags at City Hall” Policy to provide for that on September 30th of each year the “Every Child Matters Flag” will be flown on the Community Flag Pole to recognize the National Day for Truth and Reconciliation (National Orange Shirt Day)”, BE INTRODUCED at the Municipal Council meeting to be held on October 5, 2021; and,
- b) the attached proposed by-law (Appendix “B”) being “A by-law to amend By-law No. CPOL.-127-379, as amended, being “Illumination of City of London Buildings and Amenities” Policy to provide for City of London buildings and amenities be lit orange on September 30th of each year to recognize National Day for Truth and Reconciliation (National Orange Shirt Day)”, BE INTRODUCED at the Municipal Council meeting to be held on October 5, 2021.

## Analysis

### 1.0 Background Information

At the meeting held of on September 14, 2021, the Municipal Council resolved:

“That the following actions be taken with respect to the information from the AMO Board of Directors meeting of August 14, 2021, related to municipal support for truth and reconciliation:

- a) the information BE FORWARDED to the Civic Administration for consideration; and,
- b) the Civic Administration BE DIRECTED to report back to a future meeting of the appropriate standing committee with potential actions for the Municipal Council to consider, including but not limited to, amendments to the Flags at City Hall Policy.”

In response to the above-noted direction, this report brings forward proposed amendments to the “Flags at City Hall” Policy in accordance with the Municipal Council’s direction. The Civic Administration is also recommending that Council Policy “Illumination of City of London Buildings and Amenities” be amended to provide for City of London buildings and amenities to be lit orange on September 30th to recognize National Day for Truth and Reconciliation (National Orange Shirt Day).

It is noted that City of London buildings and amenities will be lit orange and the “Every Child Matters Flag” will be flown on the Community Flag Pole on September 30, 2021 in recognition of National Day for Truth and Reconciliation (National Orange Shirt Day).

## 2.0 Discussion and Considerations

### 2.1 Flags at City Hall Policy

Council Policy “Flags at City Hall” sets out the requirements for the flying of flags at City Hall. Section 4.3 of the Policy speaks specifically to the flying of flags at the Community Flag Pole. Section 4.3 states as follows:

#### 4.3 Community Flag Pole

- a) The following flags shall be permitted to be flown at City Hall on the Community Flag Pole installed at the northwest corner of City Hall, facing Wellington Street:
  - i) the Canadian flag at such times as there is no flag of a charitable or non-profit organization to be flown as provided for in 4.3a)ii), or at such times as the half-masting of a flag is in order, as provided for under 4.4c), below; and,
  - ii) to celebrate achievement, the flag of a charitable or non-profit organization to help increase public awareness of their programs and activities; an organization that has achieved national or international distinction or made a significant contribution to the community, or an organization that has helped to enhance the City of London in a positive manner.
- b) The following guidelines shall be observed for the flying of flags permitted under 4.3a)ii), above:
  - i) the organization’s flag will fly in connection with a particular event by an organization;
  - ii) no flags of commercial, religious or political organizations shall be permitted;
  - iii) no flags of a group or organization whose undertakings or philosophy are contrary to City of London policies or by-laws, or espouse hatred, violence or racism shall be permitted;
  - iv) an organization’s flag shall be flown no more than once per calendar year;
  - v) organizations shall be required to submit requests for their organization’s flag to fly on an annual basis;
  - vi) a flag shall be flown for a period of up to one week, or for the duration of the associated event, whichever is less; and,
  - vii) flags shall only be raised and lowered on those business days that City Hall is open.”

The “Flags at City Hall” also states the following:

“The Canadian flag will be flown at half-mast on the Community Flag Pole to commemorate the following occasions:

| <b>Date</b>              | <b>Occasion</b>   |
|--------------------------|---|
| April 28                 | National Day of Mourning for Persons Killed or Injured in the Workplace |
| August 9                 | Peacekeepers’ Day   |
| Last Sunday in September | National Peace and Police Officers’ Memorial Day                        |

November 11

Remembrance Day\*

\*Half-masting shall occur at 11:00 a.m. or according to the prescribed order of service at the Cenotaph.

December 6

National Day of Remembrance and Action on Violence Against Women”

The attached amendment to the “Flags at City Hall” Policy (Appendix “A”) proposes that section 4.3a) of the Policy be amended by adding the following new part iii)

- “iii) the “Every Child Matters Flag” to be flown on September 30th of each year to recognize the National Day for Truth and Reconciliation (National Orange Shirt Day).”

The Civic Administration notes that the “Flags at City Hall Policy” also provides for the Canadian Flag to be lowered to half-mast on the Community Flag Pole on the last Sunday in September to recognize “National Peace and Police Officers’ Memorial Day”. There will be years where these two recognitions will conflict with each other and provision will need to be made as to how to deal with the conflict in dates when that occurs.

## 2.2 Illumination of City of London Buildings and Amenities Policy

The Civic Administration recommends that Council Policy “Illumination of City of London Building and Amenities” also be amended to provide for City of London buildings and amenities be lit orange on September 30th of each year to recognize National Day for Truth and Reconciliation (National Orange Shirt Day).

The purpose of the “Illumination of City of London Buildings and Amenities Policy” is to set out the requirements for lighting City of London buildings and amenities for community events and awareness.

Section 4.1 of the Policy states as follows:

- “4.1. The use of multi-colour capable LED lighting installations on some City of London buildings and amenities provides a unique opportunity to display the official colour associated with a charitable or non-profit organization or a City of London event, in order to create awareness of and/or celebrate an organization or a City of London event.

The following guidelines shall be observed:

Eligibility:

- a) Organizations making a lighting request must be charitable or non-profit organizations.
- b) Charitable or non-profit organizations making a lighting request must have undertakings or philosophies that are in keeping with City of London policies or by-laws, and must not espouse hatred, violence, or racism.
- c) City of London buildings and amenities shall not be illuminated for political, religious, or for-profit organizations or purposes.

Frequency/Timing:

- d) City of London buildings and amenities shall be illuminated no more than once per calendar year, per eligible outside organization, in order to maximize access to all eligible outside organizations.
- e) Lighting may be requested for up to one week, or for the duration of the associated event, whichever is less; noting that conflicts between two or more eligible charitable or non-profit organizations would be settled in favour of the organization which first made its request, with City of London events taking precedence in all instances.

- f) The lighting period will begin and end only on those business days that City Hall is open and staff resources are available to program the lighting. All City of London buildings and amenities with multi-colour capable LED lighting installations shall be illuminated in a consistent manner to the extent that programming allows.
- g) Charitable or non-profit organizations will be required to submit lighting requests on an annual basis.

Exemptions:

- h) The City of London shall not be restricted as to the number of times, or the period for which, lighting is approved.
- i) The City of London may, at its discretion, illuminate each of its buildings or amenities with multi-colour capable LED lighting installations in a manner which is unique from one venue to the next.
- j) Notwithstanding the above, City of London buildings and amenities with multi-colour capable LED lighting installations shall be illuminated on the following occasions:
  - i) July 1: red and white for Canada Day
  - ii) November 10 and 11: red for Remembrance Day
  - iii) Rest of November: purple for Shine the Light on Woman Abuse
  - iv) December: red and green for the holidays”

The Civic Administration recommends that section 4.1 j) of the Policy be amended to add the following new section v) as follows:

- “v) September 30: orange for National Day for Truth and Reconciliation (National Orange Shirt Day).”

## **5.0 Conclusion**

The Civic Administration recommends that the “Flags at City Hall” Policy be amended to provide for that on September 30th of each year the “Every Child Matters Flag” will be flown on the Community Flag Pole to recognize the National Day for Truth and Reconciliation (National Orange Shirt Day). The Civic Administration also recommends that Council Policy “Illumination of City of London Buildings and Amenities” be amended to provide for City of London buildings and amenities to be lit orange on September 30th to recognize National Day for Truth and Reconciliation (National Orange Shirt Day).

**Prepared and Recommended by:**

**Cathy Saunders, City Clerk**



## Appendix “A”

Bill No.  
2021

By-law No. CPOL.-114( )-\_\_\_\_

A by-law to amend By-law No. CPOL.-114-366, as amended, being “Flags at City Hall” Policy to provide for that on September 30th of each year the “Every Child Matters Flag” will be flown on the Community Flag Pole to recognize the National Day for Truth and Reconciliation (National Orange Shirt Day).

WHEREAS section 5(3) of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides a municipality with the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS the Municipal Council of The Corporation of the City of London wishes to amend By-law No. CPOL.-114-366, as amended, being “Flags at City Hall” Policy to provide for that on September 30th of each year the “Every Child Matters Flag” will be flown on the Community Flag Pole to recognize the National Day for Truth and Reconciliation (National Orange Shirt Day);

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

1. By-law No. CPOL.-114-366, as amended, being “Flags at City Hall” Policy, is hereby amended by deleting Schedule “A” to the By-law in its entirety and by replacing it with the attached new Schedule “A”.
2. This by-law shall come into force and effect on the date it is passed.

PASSED in Open Council on October 5, 2021

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading – October 5, 2021  
Second Reading – October 5, 2021  
Third Reading – October 5, 2021

## Schedule "A"



### Flags at City Hall

**Policy Name:** Flags at City Hall

**Legislative History:** Adopted September 19, 2017 (By-law No. CPOL.-114-366); Amended July 24, 2018 (By-law No. CPOL.-114(b)-417); Amended June 11, 2019 (By-law No. CPOL.-114(c)-158); Amended August 10, 2021 (By-law No. CPOL.-114(d)-247);

**Last Review Date:** October 5, 2021

**Service Area Lead:** City Clerk

#### 1. Policy Statement

1.1 This policy sets out the requirements for the flying of flags at City Hall.

#### 2. Definitions

2.1 Not applicable.

#### 3. Applicability

3.1 This policy shall apply to any person or organization seeking to fly a flag at City Hall.

#### 4. The Policy

##### 4.1 Flags at Front Entrance of City Hall

- a) The following flags shall be permitted to be flown at City Hall on the flag poles over the front entrance of City Hall:
  - i) flags deemed by the City Clerk to be in accordance with the flag etiquette of Canada as established by Heritage Canada (restricted to the flag of the City of London, Canadian provinces, the Canadian flag, the personal flags and standards of the Royal Family and the Governor General and the Lieutenant Governors throughout Canada, the Royal Union flag, and the flags of the United Nations, the North Atlantic Treaty Organization and the Commonwealth); and,
  - ii) an appropriate flag on the occasion of a visiting dignitary, on the day of the dignitary's visit to London City Hall, as a gesture of respect and friendship.

##### 4.2 Flags in City Hall

- a) As an annual observance to recognize the anniversary of the London Township Treaty, the five signatory First Nations (Chippewas of the Thames First Nation, Chippewas of Kettle and Stoney Point First Nation, Walpole Island First Nation, Aamjiwnaang First Nation and Caldwell First Nation) shall be invited to have their flags displayed on September 7th of each year, in City Hall. In the event that September 7th falls on a day on which City Hall is closed, the flags shall be displayed on the first day prior to September 7th that City Hall is open for business.

#### 4.3 Community Flag Pole

- a) The following flags shall be permitted to be flown at City Hall on the Community Flag Pole installed at the northwest corner of City Hall, facing Wellington Street:
  - i) the Canadian flag at such times as there is no flag of a charitable or non-profit organization or the “Every Child Matters Flag” to be flown as provided for in 4.3a)ii) and iii), or at such times as the half-masting of a flag is in order, as provided for under 4.5c), below;
  - ii) to celebrate achievement, the flag of a charitable or non-profit organization to help increase public awareness of their programs and activities; an organization that has achieved national or international distinction or made a significant contribution to the community, or an organization that has helped to enhance the City of London in a positive manner; and,
  - iii) the “Every Child Matters Flag” to be flown on September 30th of each year to recognize the National Day for Truth and Reconciliation (National Orange Shirt Day).
- b) The following guidelines shall be observed for the flying of flags permitted under 4.3a)ii), above:
  - i) the organization’s flag will fly in connection with a particular event by an organization;
  - ii) no flags of commercial, religious or political organizations shall be permitted;
  - iii) no flags of a group or organization whose undertakings or philosophy are contrary to City of London policies or by-laws, or espouse hatred, violence or racism shall be permitted;
  - iv) an organization’s flag shall be flown no more than once per calendar year;
  - v) organizations shall be required to submit requests for their organization’s flag to fly on an annual basis;
  - vi) a flag shall be flown for a period of up to one week, or for the duration of the associated event, whichever is less; and,
  - vii) flags shall only be raised and lowered on those business days that City Hall is open.

#### 4.4 Flags at Back Entrance of City Hall

- a) The following flags shall be permitted to be flown at City Hall on the flag poles over the back entrance of City Hall facing Reginald Cooper Square:
  - i) The flags of all the provinces and territories and the Canadian Flag are hung, in order of confederation, over the back entrance facing Reginald Cooper Square. The Canadian Flag is hung as per the standards outlined in the National Flag of Canada Etiquette issued from the Federal Government.
- b) The precedence for flag order (from left to right) as per the Position of Honour is as follows:
  - i) the National Flag of Canada;
  - ii) the flags of other sovereign nations in alphabetical order (if applicable);
  - iii) the flags of the provinces of Canada (in the order in which they joined Confederation); and,

- iv) the flags of the territories of Canada (in the order in which they joined Confederation).
- c) The flags are raised in the spring, and removed before winter.

4.5 General

- a) The City Clerk will administer the policy for the flying of flags at City Hall.
- b) The following guidelines shall apply to resolving conflicts arising from this policy:
  - i) conflicts between the flying of flags in accordance with 4.1a)i) and 4.1a)ii) shall be settled firstly in favour of those flags being flown in accordance with 4.1a)i) and secondly in favour of those flags being flown in accordance with 4.1a)ii);
  - ii) conflicts between the flying of flags in accordance with 4.3a)i) and 4.3a)ii) shall be settled firstly in favour of those flags being flown in accordance with 4.3a)i) and secondly in favour of those flags being flown in accordance with 4.3a)ii);
  - iii) conflicts between the dates requested for flags to be flown by two or more organizations on the Community Flag Pole shall be settled in favour of the organization which first made its request; and,
  - iv) in the event there is a dispute between an organization and the City Clerk as to the eligibility of a request, the appeal process shall be through the Standing Committee of Council whose mandate it is to deal with such matters, with the Municipal Council having full and final say as to whether or not the request to fly a flag will be granted.
- c) The following guidelines shall be observed for the half-masting of the Canadian flag on the Community Flag Pole:
  - i) the flying of the Canadian flag at half-mast denotes a period of official mourning or commemoration;
  - ii) the City of London will fly the Canadian flag on the Community Flag Pole at half-mast in the event of a death or to commemorate a solemn occasion. The Canadian flag will be lowered at the direction of the Mayor. In consultation with the Mayor, the City Clerk will provide instruction to lower the Canadian flag on the Community Flag Pole;
  - iii) the position of the Canadian flag when flying at half-mast will depend on its size, the length of the mast and its location; but as a general rule, the centre of the Canadian flag shall be exactly half-way down the mast;
  - iv) the official period of mourning is defined as the day of passing until the day of the funeral; and,
  - v) the Canadian flag will be flown at half-mast on the Community Flag Pole to commemorate the following occasions:

| <b>Date</b>              | <b>Occasion</b>   |
|--------------------------|---|
| April 28                 | National Day of Mourning for Persons Killed or Injured in the Workplace |
| August 9                 | Peacekeepers' Day   |
| Last Sunday in September | National Peace and Police Officers' Memorial Day                        |

November 11

Remembrance Day\*

\*Half-masting shall occur at 11:00 a.m. or according to the prescribed order of service at the Cenotaph.

December 6

National Day of Remembrance and Action on Violence Against Women

## Appendix “B”

Bill No.  
2021

By-law No. CPOL.-127-( )-\_\_\_

A by-law to amend By-law No. CPOL.-127-379, as amended, being “Illumination of City of London Buildings and Amenities” Policy to provide for City of London buildings and amenities be lit orange on September 30th of each year to recognize National Day for Truth and Reconciliation (National Orange Shirt Day).

WHEREAS section 5(3) of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides a municipality with the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS the Municipal Council of The Corporation of the City of London wishes to amend By-law No. CPOL.-127-379, as amended, being “Illumination of City of London Buildings and Amenities” Policy to provide for City of London buildings and amenities be lit orange on September 30th of each year to recognize National Day for Truth and Reconciliation (National Orange Shirt Day).

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

1. By-law No. CPOL.-127-379, as amended, being “Illumination of City of London Buildings and Amenities”, is hereby amended by deleting Schedule “A” to the By-law in its entirety and by replacing it with the attached new Schedule “A”.
2. This by-law shall come into force and effect on the date it is passed.

PASSED in Open Council on October 5, 2021.

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading – October 5, 2021  
Second Reading – October 5, 2021  
Third Reading – October 5, 2021

## Schedule "A"



### Illumination of City of London Buildings and Amenities

**Policy Name:** Illumination of City of London Buildings and Amenities

**Legislative History:** Adopted September 19, 2017 (By-law No. CPOL.-127-379);  
Amended July 24, 2018 (By-law No. CPOL.-127(a)-422)

**Last Review Date:** October 5, 2021

**Service Area Lead:** City Clerk

#### 1. Policy Statement

- 1.1 This policy sets out the requirements for lighting City of London buildings and amenities for community events and awareness.

#### 2. Definitions

- 2.1 Not applicable.

#### 3. Applicability

- 3.1 This policy shall apply to any person or organization seeking the illumination of those City of London buildings and amenities which have multi-colour capable LED lighting.

#### 4. The Policy

- 4.1. The use of multi-colour capable LED lighting installations on some City of London buildings and amenities provides a unique opportunity to display the official colour associated with a charitable or non-profit organization or a City of London event, in order to create awareness of and/or celebrate an organization or a City of London event.

The following guidelines shall be observed:

##### Eligibility:

- a) Organizations making a lighting request must be charitable or non-profit organizations.
- b) Charitable or non-profit organizations making a lighting request must have undertakings or philosophies that are in keeping with City of London policies or by-laws, and must not espouse hatred, violence, or racism.
- c) City of London buildings and amenities shall not be illuminated for political, religious, or for-profit organizations or purposes.

##### Frequency/Timing:

- d) City of London buildings and amenities shall be illuminated no more than once per calendar year, per eligible outside organization, in order to maximize access to all eligible outside organizations.

- e) Lighting may be requested for up to one week, or for the duration of the associated event, whichever is less; noting that conflicts between two or more eligible charitable or non-profit organizations would be settled in favour of the organization which first made its request, with City of London events taking precedence in all instances.
- f) The lighting period will begin and end only on those business days that City Hall is open and staff resources are available to program the lighting. All City of London buildings and amenities with multi-colour capable LED lighting installations shall be illuminated in a consistent manner to the extent that programming allows.
- g) Charitable or non-profit organizations will be required to submit lighting requests on an annual basis.

**Exemptions:**

- h) The City of London shall not be restricted as to the number of times, or the period for which, lighting is approved.
- i) The City of London may, at its discretion, illuminate each of its buildings or amenities with multi-colour capable LED lighting installations in a manner which is unique from one venue to the next.
- j) Notwithstanding the above, City of London buildings and amenities with multi-colour capable LED lighting installations shall be illuminated on the following occasions:
  - i) July 1: red and white for Canada Day
  - ii) November 10 and 11: red for Remembrance Day
  - iii) Rest of November: purple for Shine the Light on Woman Abuse
  - iv) December: red and green for the holidays
  - v) September 30: orange for National Day for Truth and Reconciliation (National Orange Shirt Day).

**Administration of Policy:**

- k) The City Clerk will administer this policy.
- l) In the event there is a dispute between an outside organization and the City Clerk as to the eligibility of a request, the appeal will be processed through the Corporate Services Committee and Municipal Council shall have full and final say as to whether or not the lighting request will be granted.



## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Mat Daley, Director, Information Technology Services

**Subject:** SS21-34 SINGLE SOURCE CORPORATE TECHNOLOGY

**Date:** September 20, 2021

## Recommendation

That on the recommendation of the Director, Information Technology Services the following actions **BE TAKEN**, with respect to Corporate Technology Assets:

- a) That approval hereby **BE GIVEN** to extend the existing Single Source contract, the Vendor of Record (VOR OSS-00466131), Province of Ontario Agreement (Schedule A) for a twelve (12) month term for Desktop Management Products and Services from CompuCom Canada Co., 1830 Matheson Boulevard, Unit, Mississauga, ON, Canada L4W 0B3 at a planned cost of \$732,702.52 in 2022;
- b) The attached proposed By-law (Appendix A) **BE INTRODUCED** at the Municipal Council meeting of Tuesday, October 5th, 2021:
  - i. **TO APPROVE** the agreement with CompuCom Canada Co. (the "Supplier") and The Corporation of the City of London (the "Buyer") for the "Publicly Funded Organization Agreement" for Desktop Management Services and Products (DMSP-03); and
  - ii. **TO AUTHORIZE** the Mayor and City Clerk to execute the Agreement
- c) That the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this matter;
- d) Approval hereby given **BE CONDITIONAL** upon the Corporation negotiating the maintaining of satisfactory prices, terms and conditions with CompuCom Canada Co. to the satisfaction of both the City Treasurer and the Director, Information Technology Services; and
- e) Approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract, agreement or having a purchase order relating to the subject matter of this approval.

## Executive Summary

The City of London currently purchases Personal Desktops, All-In-One Desktops, Mini Desktops, Workstations, Laptops, Docking Stations and Monitors through CompuCom Canada Co. This service supports procurement and lifecycle management of Information Technology (IT) hardware for all City Service Areas and many local Boards and Commissions.

Information Technology Services (ITS) is seeking authorization to continue to acquire technology assets under the Vendor of Record (VOR OSS-00466131), Province of Ontario Agreement (Schedule A) for a twelve (12) month term for Desktop Management Products and Services from CompuCom Canada Co., 1830 Matheson Boulevard, Unit, Mississauga, ON, Canada L4W 0B3 until November 7, 2022.

## Linkage to the Corporate Strategic Plan

This project supports the City of London's "Leading in Public Service" strategic area of focus. This undertaking supports the following specific strategies outlined in the 2019-2023 Strategic Plan:

- Increase the use of technology to improve service delivery: continue to maintain, build and enhance a high-performing and secure computing environment,
- Enhance the ability to respond to new and emerging technologies and best practices: deliver and maintain innovative digital solutions to increase efficiency and effectiveness across the Corporation, and,
- Maintain London's finances in a transparent and well-planned manner to balance equity and affordability over the long run

## Analysis

### 1.0 Background Information

#### 1.1 Previous Reports Related to this Matter

1. Corporate Services Committee, April 12, 2016, *SS16-11 Single Source Corporate Technology Assets*
2. Corporate Services Committee, May 25, 2020, *SS20-07 Single Source Corporate Technology Assets*

### 2.0 Discussion and Considerations

The purpose of this contract is to ensure that the City of London can continue to purchase Personal Desktops, All-In-One Desktops, Mini Desktops, Workstations, Laptops, Docking Stations and Monitors to support the lifecycle replacement of out of date and obsolete information technology assets.

#### 2.1 Procurement approach

Since 2016, Information Technology Services has purchased technology assets leveraging the Ontario Ministry of Government and Consumer Services Request For Proposal (RFP). CompuCom Canada Co. was selected as the registered Vendor of Record (VOR) for the Ministry of Government and Consumer Services (Ontario Master Agreement VOR OSS-00466131). The term of this award was a thirty-one (31) month period, with an optional two (2) additional, one (1) year extensions. Both of the optional extensions have been exercised at this time.

The Province of Ontario extended this Publicly Funded Organization Agreement to November 7, 2021 and again to November 7, 2022.

Based on the City of London's technology requirements, ITS is seeking approval to continue to leverage the Province of Ontario Master Agreement VOR (OSS-00466131 – Desktop Management Services and Products – DMSP-03) with CompuCom Canada Co. In taking this approach, ITS and the City of London will continue to ensure competitive pricing and cost certainty. Through this procurement approach the City of London can benefit from the buying power associated with the broader Provincial agreement and significantly reduce the internal labour costs associated with a formal bid process. Under the agreement the City of London and CompuCom Canada Co. agree to be bound by the provisions of the DMSP-03 agreement and the form of this agreement is attached as (Schedule A).

More than 100 Publicly Funded Organizations (Governments, Health Care Institutions, School Boards, Colleges, Universities and Municipalities) leverage the Ontario Ministry of Government and Consumer Services RFP for technology assets. Municipal examples include the City of Mississauga, the Region of Peel and the City of Brampton.

### **Purchasing Process**

The DMSP-03 agreement with CompuCom Canada Co. is in compliance with our Procurement of Goods and Services Policy as per section 14.4 g., it is advantageous to the City to acquire the goods or services from a supplier pursuant to the procurement process conducted by another public body.

## **3.0 Financial Impact/Considerations**

### **3.1**

Through analysis of the pricing available to the City of London from the DMSP-03 agreement with CompuCom Canada Co. it has been identified that the long-term purchase of corporate technology assets (Personal Desktops, All-In-One Desktops, Mini Desktops, Workstations, Laptops, Docking Stations, and Monitors), at the planned cost of \$732,702.52, has remained the most cost-effective model for procurement of this hardware. The funding to support this initiative has been approved in the Information Technology Services 2020-2023 Multi-Year Budget.

**Prepared by:** Steve Spring, Hardware Services Manager, Information Technology Services

**Submitted by:** Dan Dobson, Manager III, Information Technology Services

**Recommended by:** Mat Daley, Director, Information Technology Services

CC: David Bordin, Financial Business Administrator  
Mary Ma, Procurement Officer

## APPENDIX A

Bill No.  
20

By-law No.

A By-law to approve the Amending Agreement to the Publicly Funded Organization Agreement between The Corporation of the City of London and CompuCom Canada Co; and to authorize the Mayor and City Clerk to execute the Amending Agreement.

WHEREAS subsection 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS The Corporation of the City of London and CompuCom Canada Co. entered into an Agreement in 2016 regarding desktop management services and products, under substantially the same terms as an agreement between the Province and CompuCom Canada Co. (DMSP-03);

AND WHEREAS The Corporation of the City of London and CompuCom Canada Co. wish to amend the Agreement;

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

1. The Amending Agreement to the Publicly Funded Organization Agreement entered into between The Corporation of the City of London and CompuCom Canada Co., attached as Schedule "A" to this by-law, is authorized and approved.
2. The Director of Information Technology Services is authorized to execute the Amending Agreement authorized and approved under section 1 of this by-law.
3. This by-law shall come into force and effect on the day it is passed.

PASSED in Open Council [insert date].

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First reading -  
Second reading -  
Third reading -

**SCHEDULE "A"**

**THIS AMENDING AGREEMENT** made as of September 20, 2021.

**B E T W E E N:**

**COMPUCOM CANADA CO.**  
(the "Supplier")

**- and -**

**THE CORPORATON OF THE CITY OF LONDON**  
(the "Buyer")

**WHEREAS** the Supplier and the Buyer entered into a Publicly Funded Organization Agreement in 2016, regarding desktop management services and products (the "Agreement");

**AND WHEREAS** the Supplier and Her Majesty the Queen in right of Ontario amended the DMSP Agreement, effective November 4<sup>th</sup>, 2019, to *inter alia* establish a new Expiry Date of November 7, 2021;

**AND WHEREAS** the Supplier and the Buyer amended the Agreement on May 7, 2020 to establish a new termination date of November 7, 2021;

**AND WHEREAS** the Supplier and Her Majesty the Queen in right of Ontario further amended the DMSP Agreement, effective December 15<sup>th</sup>, 2020, to *inter alia* establish a new Expiry Date of November 7, 2022;

**AND WHEREAS** the Supplier and the Buyer wish to further amend the Agreement;

**NOW THEREFORE THIS AMENDING AGREEMENT WITNESSES** that in consideration of the premises and the mutual covenants contained in the Agreement, and subject to the terms and conditions of this Amending Agreement, the parties agree as follows:

**1.0 AMENDMENTS**

Subparagraph b(iv) on the first page of the Agreement is amended by deleting the date "November 7, 2021" and replacing it with the new termination date of "November 7, 2022".

**2.0 AGREEMENT BINDING**

2.1 Except as amended by this Amending Agreement, the Agreement shall remain binding and in full force and effect.

2.2 This Amending Agreement shall be binding on the parties and their respective successors and assigns.

**3.0 EXECUTION**

3.1 The Buyer and the Supplier acknowledge that it has each read this Amending Agreement, understands it and agrees to be bound by its terms and conditions.

**IN WITNESS WHEREOF** the parties have entered into this Amending Agreement by signed by their authorized officers.

**SIGNED, SEALED AND DELIVERED**

**THE CORPORATION OF THE CITY OF LONDON**

Date:

\_\_\_\_\_  
Ed Holder, Mayor

\_\_\_\_\_  
Catharine Saunders, City Clerk

**COMPUCOM CANADA CO.**

Date:

---

\*Per:

Name:

Title:

Date:

---

\*Per:

Name:

Title:

\*I/We have authority to bind the corporation.

## Public Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Kelly Scherr, P.Eng., MBA, FEC, Deputy City Manager,  
Environment and Infrastructure

**Subject:** Expropriation of Lands  
Southdale Road West and Wickerson Road Improvements  
Project

**Date:** September 20, 2021

## Recommendation

That, on the recommendation of the Deputy City Manager Environment and Infrastructure, with the concurrence of the Director, Transportation and Mobility, on the advice of the Director, Realty Services, approval **BE GIVEN** to the expropriation of land as may be required for the Southdale Road West and Wickerson Road improvements project, and that the following actions **BE TAKEN** in connection therewith:

- a) application be made by The Corporation of the City of London as Expropriating Authority to the Council of The Corporation of the City of London as approving authority for the approval to expropriate the land required for the Southdale Road West and Wickerson Road improvements project;
- b) The Corporation of the City of London serve and publish notice of the above application in accordance with the terms of the *Expropriations Act*;
- c) The Corporation of the City of London forward to the Chief Inquiry Officer any requests for a hearing that may be received and report such to the Council of The Corporation of the City of London for its information; and
- d) the attached Bylaw (Schedule "B") **BE INTRODUCED** at the Council meeting on October 5, 2021 to authorize the foregoing and direct the Civic Administration to carry out all necessary administrative actions

## Executive Summary

The purpose of this report is to seek Municipal Council approval for the expropriation of lands required by The Corporation of the City of London for the Southdale Road West and Wickerson Road improvements project.

Seven property requirements have been identified to accommodate the project design.

Negotiations with all property owners have been ongoing since Fall of 2020 and there is one property outstanding. Realty Services continues to negotiate with the outstanding property owner in parallel with the Council approval to proceed with the expropriation process in order to meet the project construction timelines

In order to meet planned construction timelines, it is necessary to advance the utility relocation work in Spring of 2022. As legal possession of all property requirements will be needed to commence utility work and award a construction contract, the expropriation of all outstanding property is necessary.

## Linkage to the Corporate Strategic Plan

The following report supports the Strategic Plan through the strategic focus area of Building a Sustainable City by building new transportation infrastructure as London grows. The improvements to this corridor will enhance safe and provide convenient mobility choices for transit, automobiles, pedestrians and cyclists.

## Analysis

### 1.0 Background Information

#### 1.1 Previous Reports Related to this Matter

Civic Works Committee – June 19, 2012 – London 2030 Transportation Master Plan

Strategic Priorities and Policy Committee – May 21, 2019 – Approval of the 2019 Development Charges By-Law and DC Background Study

Civic Works Committee – August 25, 2014 – Southdale Road and Boler Road Intersection Improvements Environmental Assessment Appointment of Consulting Engineer

Civic Works Committee – July 18, 2016 – Environmental Assessment Appointment of Consulting Engineer

Civic Works Committee – February 20, 2019 – Southdale Road and Wickerson Road Improvements Environmental Study Report

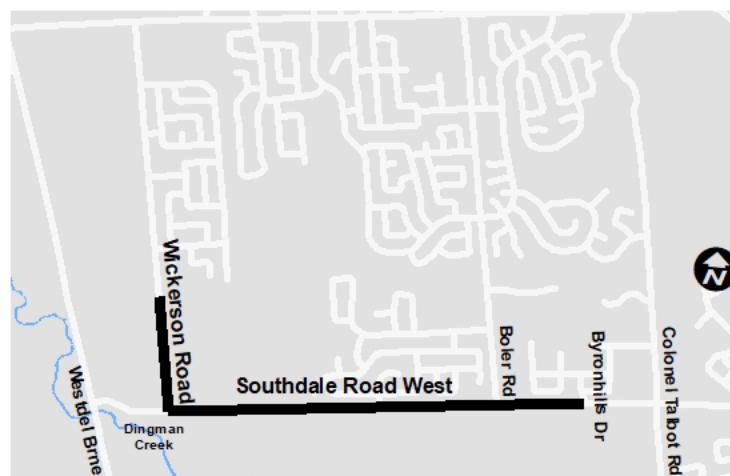
Civic Works Committee – July 23, 2019 - Southdale Road and Wickerson Road Improvements Detailed Design & Tendering Appointment of Consulting Engineer

### 2.0 Discussion and Considerations

#### 2.1 Background

The subject properties will support the Southdale Road West and Wickerson Road Improvements Project.

The project limits are on Southdale Road West from Byron Hills Drive to Wickerson Road and northerly 650m on Wickerson Road. See project limits map below.





Due to the growing use of these roads and developments in the area, combined with operational needs to improve safety and support for all travel modes, the Southdale Road West corridor Improvements were identified as a priority as part of the 2019 Development Charges Background Study. Construction is currently scheduled to begin in 2022, subject to property acquisition and other approvals. Utility relocations and tree removals will be completed prior to capital construction.

### **Anticipated Construction Timeline**

Property requirements are required to be secured for 2022 road construction and to facilitate utility relocations prior to construction. The project will commence with utility relocations with major road construction to follow thereafter.

Location Maps and legal descriptions of property are included as Schedule A.

## **Conclusion**

The Southdale Road West and Wickerson Road improvements project was identified in the 2019 Transportation Development Charges Background Study.

Construction is planned to take place in 2022 with commencement of utility relocations planned for 2021 to facilitate the improvements. The project has received approval as part of the Southdale Road West Municipal Class EA which identified the required property acquisitions.

Realty Services continues to negotiate with the outstanding property owner in parallel with the Council approval to proceed with the expropriation process in order to meet the project construction timelines.

Impacted property owner's compensation is protected through the expropriation legislation and Council Property Acquisition Policy. If negotiated property compensation settlements can not be achieved on an amicable basis, the compensation may be arbitrated through the Ontario Land Tribunal.

Commencement of the expropriation process is recommended at this time to ensure project timelines are achieved.

**Prepared by:** Bryan Baar, Manager II, Realty Services

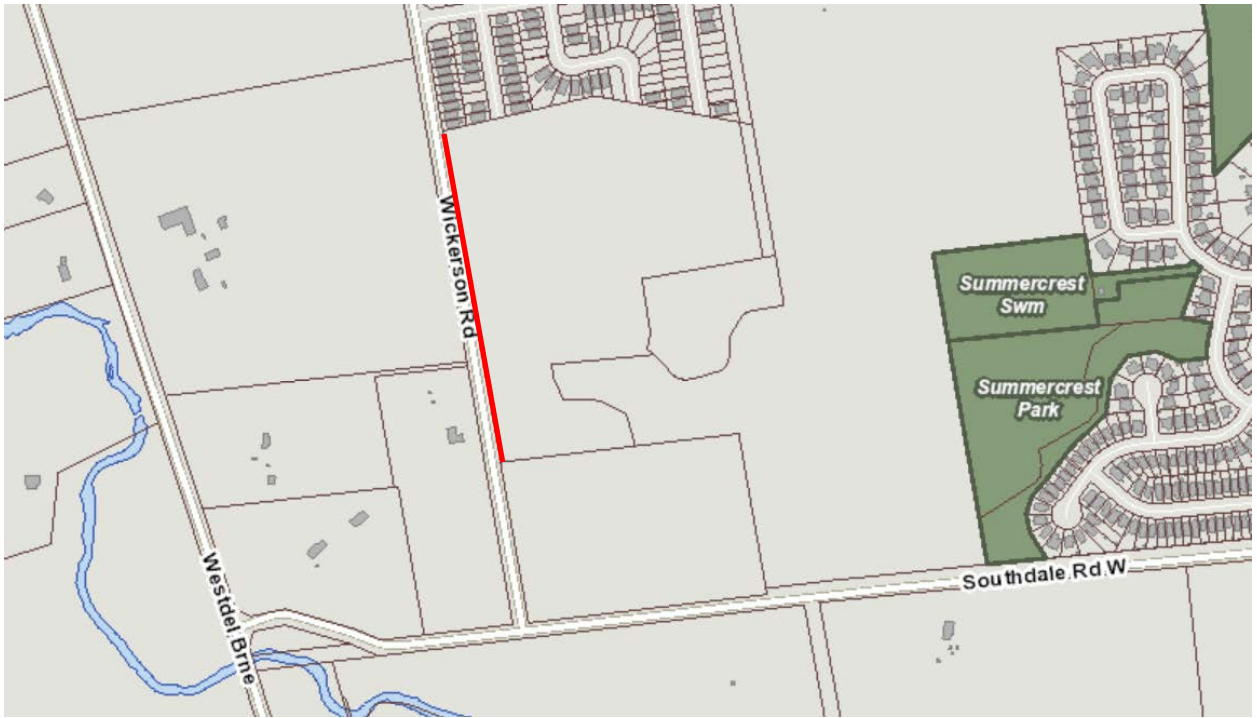
**Submitted by:** Bill Warner, AACI, Director, Realty Services

**Concurred by:** Doug MacRae, P. Eng., Director, Transportation and Mobility

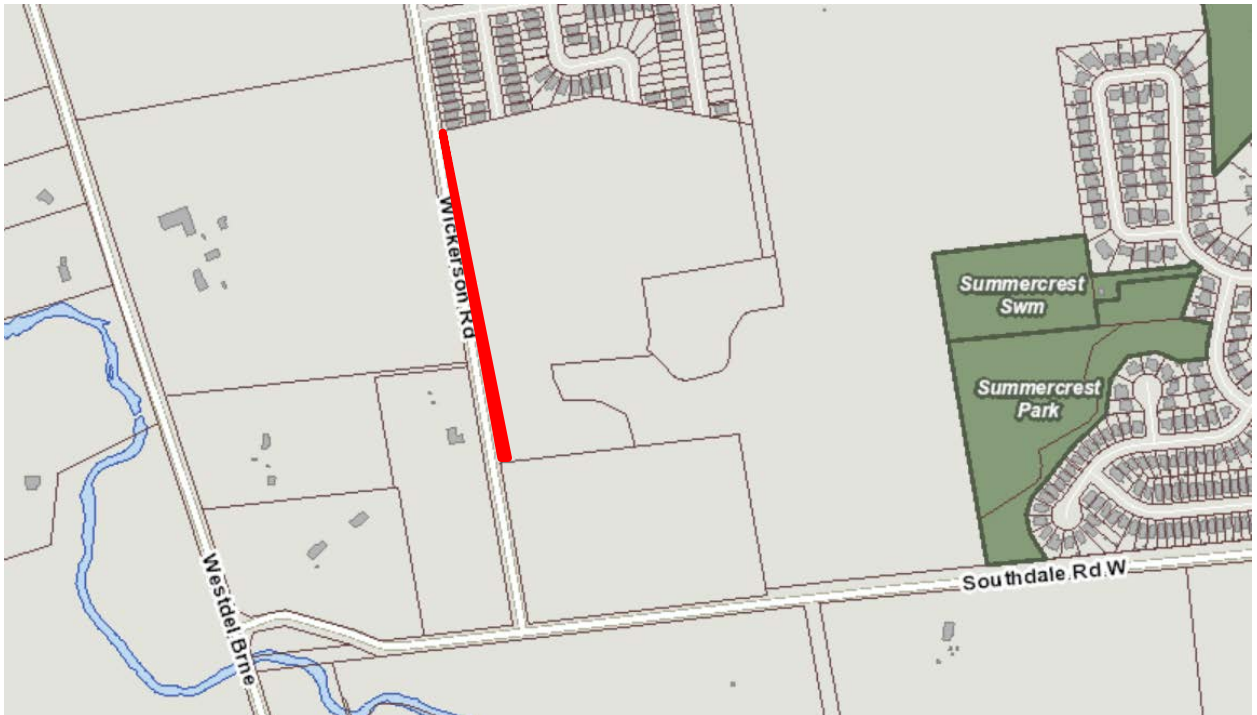
**Recommended by:** Kelly Scherr, P. Eng., MBA, FEC, Deputy City Manager, Environment and Infrastructure

**Schedule A - Location Maps**

**PARCEL 1**



**PARCEL 2**



## **Schedule “A” Continued**

Parcel 1: Part of Lot 48, Concession 1, Geographic Township of Westminster, in the City of London, County of Middlesex, designated as Part 22, 23, and 24 on Plan 33R-21075 being Part of PIN 08420-1502(LT)

Parcel 2: Part of Lot 48, Concession 1, Geographic Township of Westminster, in the City of London, County of Middlesex, designated as Part 3, 4, and 5 on Plan 33R-21075 being Part of PIN 08420-1502(LT)

## Schedule "B"

Bill No.  
2021

By-law No. L.S.P.-

A By-law to authorize and approve an application to expropriate land in the City of London, in the County of Middlesex, for Southdale Road West and Wickerson Road Project.

WHEREAS The Corporation of the City of London has made application to the Council of The Corporation of the City of London for approval to expropriate lands for the Southdale Road West and Wickerson Road Project;

THEREFORE The Corporation of the City of London, as the expropriating authority, enacts as follows:

1. An application be made by The Corporation of the City of London as Expropriating Authority, to the Council of The Corporation of the City of London as approving authority, for approval to expropriate lands for the Southdale Road West and Wickerson Road Project; which land is more particularly described in attached Appendix "A" of this by-law.
2. The Corporation of the City of London as Expropriating Authority serve and publish notice of the application referred to in section 1 of this by-law in the form attached hereto as Appendix "B", being the "Notice of Application for Approval to Expropriate Lands," in accordance with the requirements of the *Expropriations Act*.
3. The Corporation of the City of London as Expropriating Authority forward to the Chief Enquiry Officer, any requests for a hearing that may be received in connection with the notice of this expropriation and report such to the Council of The Corporation of the City of London for its information.
4. The Civic Administration be hereby authorized to carry out all necessary administrative actions in respect of the said expropriation.
5. This by-law comes into force on the day it is passed.

PASSED in Open Council on

Ed Holder, Mayor

Catharine Saunders, City Clerk

First Reading  
Second Reading  
Third Reading

**APPENDIX "A"**

**To By-law L.S.P.-\_\_\_\_\_**

**DESCRIPTION OF LANDS TO BE EXPROPRIATED FOR THE SOUTHDALE ROAD  
WEST AND WICKERSON ROAD IMPROVEMENTS PROJECT**

The following lands are required in fee simple:

Parcel 1: Part of Lot 48, Concession 1, Geographic Township of Westminster, in the City of London, County of Middlesex, designated as Part 22, 23, and 24 on Plan 33R-21075 being Part of PIN 08420-1502(LT)

The following lands are required in permanent easement:

Parcel 2: Part of Lot 48, Concession 1, Geographic Township of Westminster, in the City of London, County of Middlesex, designated as Part 3, 4, and 5 on Plan 33R-21075 being Part of PIN 08420-1502(LT)

**APPENDIX "B"**

**To By-law L.S.P.-\_\_\_\_\_**

**EXPROPRIATIONS ACT, R.S.O. 1990, CHAPTER E.26**

**NOTICE OF APPLICATION FOR APPROVAL TO EXPROPRIATE LAND**  
*Expropriations Act*

IN THE MATTER OF an application by The Corporation of the City of London for approval to expropriate lands being Part of Lot 48, Concession 1, Geographic Township of Westminster, in the City of London, County of Middlesex, designated as Parts 22, 23, and 24 on Plan 33R-21075 being Part of PIN 08420-1502(LT); Part of Lot 48, Concession 1, Geographic Township of Westminster, in the City of London, County of Middlesex, designated as Parts 3, 4, and 5 on Plan 33R-21075, being Part of PIN 08420-1502(LT) for the purpose of Southdale Road West and Wickerson Road Project.

**NOTICE IS HEREBY GIVEN** that application has been made for approval to expropriate the following lands described as follows:

- Parcel 1: Part of Lot 48, Concession 1, Geographic Township of Westminster, in the City of London, County of Middlesex, designated as Parts 22, 23, and 24 on Plan 33R-21075 being Part of PIN 08420-1520(LT)
- Parcel 2: Part of Lot 48, Concession 1, Geographic Township of Westminster, in the City of London, County of Middlesex, designated as Parts 3, 4, and 5 on Plan 33R-21075 being Part of PIN 08420-1520(LT)

Any owner of land in respect of which notice is given who desires a hearing into whether the taking of such land is fair, sound and reasonably necessary in the achievement of the objectives of the expropriating authority shall so notify the approving authority in writing,

- a) in the case of a registered owner, served personally or by registered mail within thirty days after the registered owner is served with the notice, or, when the registered owner is served by publication, within thirty days after the first publication of the notice;
- b) in the case of an owner who is not a registered owner, within thirty days after the first publication of the notice.

The approving authority is:

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

The expropriating authority is:

THE CORPORATION OF THE CITY OF LONDON

---

CATHARINE SAUNDERS  
CITY CLERK

Notes:

1. The *Expropriations Act, R.S.O. 1990, c. E.26*, provides that:
  - (a) where an inquiry is requested, it shall be conducted by an Inquiry Officer appointed by the Attorney General;
  - (b) the Inquiry Officer,
    - i) shall give every party to the hearing an opportunity to present evidence and argument and to examine and cross-examine witnesses, either personally or by his counsel or agent, and
    - ii) may recommend to the approving authority that a party to the hearing be paid a fixed amount for his costs of the hearing not to exceed \$200 and the approving authority may in its discretion order the expropriating authority to pay such costs forthwith.
  
2. "Owner" and "Registered Owner" are defined in the *Act* as follows:

"Owner" includes a mortgagee, tenant, execution creditor, a person entitled to a limited estate or interest in land, a guardian of property, and a guardian, executor, administrator or trustee in whom land is vested;

"Registered Owner" means an owner of land whose interest in the land is defined and whose name is specified in an instrument in the proper land registry or sheriff's office, and includes a person shown as a tenant of land on the last revised assessment roll;
  
3. The Expropriating Authority, each owner who notifies the approving authority that he desires a hearing in respect of the lands intended to be expropriated and any owner added as a party by the inquiry officer are parties to the inquiry.

This notice first published on the                      day of    , 2021.

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Anna Lisa Barbon, Deputy City Manager, Finance Supports

**Subject:** Appointments and Updates to the Joint Venture Management Committee for the 4-Pad Arena Complex and to the Western Fair Lease Oversight Committee

**Date:** September 20, 2021

## Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to organizational structure changes:

- a) the attached proposed by-law (Appendix "A") BE INTRODUCED at the October 5, 2021 meeting of the Municipal Council to approve the appointment of the City's representatives to the Joint Venture Management Committee for the 4-Pad Arena Complex located on Western Fair Association (WFA) lands.
- b) the attached proposed by-law (Appendix "B") BE INTRODUCED at the October 5, 2021 meeting of the Municipal Council to approve the appointment of City of London representatives to the Lease Oversight Committee under the ground lease between The Corporation of the City of London and the Western Fair Association.

## Analysis

### 1.0 Background Information

#### 1.1 Previous Reports Related to this Matter

- Corporate Services Committee, August 30, 2021, Item # 2.3, Various By-Law Amendments to Implement Organizational Structure Change
- Corporate Services Committee, August 22, 2019, Item #2.5, Appointments to the Joint Venture Management Committee for 4-Pad Arena Complex
- Corporate Services Committee, August 14, 2018, Item # 2.1, Appointments to The Joint Venture Management Committee For The 4-Pad Arena Complex

#### 1.2 Background

The Corporation of the City of London (City) and the Western Fair Association (WFA) entered into a Joint Venture Agreement in the year 2000 to provide for the construction and operation of a 4-pad arena complex, located on WFA lands situated on the south side of Florence Street. The Agreement established a Joint Venture Management Committee comprised of City of London and WFA appointees.

Further, in 2016 the original lease between the City and the WFA for the City – Western Fair Lands (C-WF Lands) where each party had undivided 50% interest was updated to replace the "Original Lease" with the "Ground Lease". This lease agreement established the composition of a Lease Oversight Committee comprised of four (4) members, one-half of whom shall be appointed by the landlord (City) and one-half of who shall be appointed by the tenant (Western Fair Association).

### 2.0 Key Issues and Considerations

#### 2.1 City of London Appointments to the Joint Venture Management Committee for the 4-Pad Arena

The City of London appointments to the Joint Venture Management Committee, include the following: the Director, Financial Services (Representative), City Treasurer/Chief Financial Officer



(Alternative Representative), Managing Director, Parks and Recreation (Representative) and Division Manager, Aquatics, Arenas & Parks Operations (Alternative Representative).

With organization structure changes, effective May 5<sup>th</sup>, 2021, the City is required to update the position titles for the current City of London representatives appointed to the Joint Venture Management Committee and to replace the Managing Director, Parks and Recreation with the Director, Recreation and Sport.

The attached proposed by-law (Appendix "A") is being brought forward to amend by-law A.-6567-226 by:

- i. amending the position titles for the City of London representatives appointed to the Joint Venture Management Committee, those titles which were revised as a result of the 2021 restructure; and
- ii. appointing a new position, the Director, Recreation and Sport to the Joint Venture Management Committee and removing Managing Director, Parks and Recreation from the Joint Venture Management Committee.

The Western Fair Association was notified of this update and these amendments were provided to the Western Fair Association Board of Governors at its September 8, 2021, meeting in accordance with the agreement between the City of London and the Western Fair Association.

## **2.2 City of London Appointments to the Lease Oversight Committee**

The City of London appointments to the Lease Oversight Committee under the ground lease between The Corporation of the City of London and the Western Fair Association are the City's Managing Director, Corporate Services and City Treasurer, Chief Financial Officer or its Director, Financial Services, and its Manager of Realty Services. With the recent organizational restructuring, two of the three titles listed are required to be updated.

The attached proposed by-law (Appendix "B") is being brought forward to appoint as the City of London's representatives on the Lease Oversight Committee for the ground lease between The Corporation of the City of London and Western Fair Association, the City Treasurer or its Director, Financial Services, and the Director, Realty Services.

The Western Fair Association was notified of this update and these amendments were provided to the Western Fair Association Board of Governors at its September 8, 2021 meeting in accordance with the agreement between the City of London and the Western Fair Association.

## **Conclusion**

The two By-laws attached will update the appointments that the City has made to the Western Fair Joint Venture 4-Pad Arena Management Committee and the Lease Oversight Committee for the Ground Lease between the City and the Western Fair Association as a result of recent organizational structure changes at the City.

**Prepared by:** Ian Collins, Director, Financial Services, CPA, CMA

**Recommended by:** Anna Lisa Barbon, Deputy City Manager, Finance Supports, CPA, CGA

APPENDIX A

Bill No.  
2021

By-law No.

A by-law to amend By-law No. A.-6567-226 entitled, "A By-law to approve the appointment of City of London representatives to the Joint Venture Management Committee for the 4-Pad Arena Complex located on Western Fair Association (WFA) lands"

WHEREAS the Municipal Council of The Corporation of the City of London wishes to appoint its representatives to the Joint Venture Management Committee for the 4-Pad Arena Complex located on Western Fair Association lands;

AND WHEREAS the Western Fair Association has approved the City of London's nominees to the Joint Venture Management Committee, in accordance with section 3.3 of the Joint Venture Agreement;

AND WHEREAS section 5(3) of the *Municipal Act, 2001*, as amended, provides that a municipal power shall be exercised by by-law;

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

1. By-law No. A.-6567-226 entitled, "A By-law to approve the appointment of City of London representatives to the Joint Venture Management Committee for the 4-Pad Arena Complex located on Western Fair Association (WFA) lands" is amended as follows:

a) Section 1 of Bylaw A-6567-226 is amended by:

i) deleting the words "Managing Director, Parks and Recreation" and replacing them with the words "Director, Recreation and Sport";

ii) deleting the words "Division Manager, Aquatics, Arenas & Parks Operations" and replacing them with the words "Division Manager, Aquatics and Arenas"; and

iii) deleting the words "Chief Financial Officer" following "City Treasurer".

2. This by-law comes into force on the day it is passed.

PASSED in Open Council on October 5, 2021.

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading –  
Second Reading –  
Third Reading –

APPENDIX B

Bill No.  
2021

By-law No.

A by-law to approve the appointment of City of City of London representatives to the Lease Oversight Committee under the ground lease between The Corporation of the City of London and the Western Fair Association

WHEREAS the Municipal Council of The Corporation of the City of London wishes to appoint its representatives to the Lease Oversight Committee under the ground lease between The Corporation of the City of London and the Western Fair Association;

AND WHEREAS the Western Fair Association has approved the City of London's nominees to the Lease Oversight Committee in accordance with s. 21.03 of the ground lease between The Corporation of the City of London and the Western Fair Association;

AND WHEREAS section 5(3) of the *Municipal Act, 2001*, as amended, provides that a municipal power shall be exercised by by-law;

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

1. The following positions be appointed as the City of London's representatives on the Lease Oversight Committee for the ground lease between The Corporation of the City of London and Western Fair Association:

City Treasurer, or its Director, Financial Services  
Director, Realty Services

2. This by-law comes into force on the day it is passed.

PASSED in Open Council on October 5, 2021.

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading –  
Second Reading –  
Third Reading –

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports

**Subject:** Investment Holdings Notification

**Date:** September 20, 2021

## Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, this Investment Holdings Notification report **BE RECEIVED** for information.

## Executive Summary

This report provides a notification to Council that on September 8, 2021, Civic Administration became aware of investment holdings that were inconsistent with the City's Investment Policy. As stipulated in both the City's Investment Policy and Ontario Regulation 438/97, this report satisfies the requirement to notify Council within 30 days of becoming aware of such an inconsistency.

At the time of writing this report, the inconsistent investment holdings have either matured or have been sold and the City's existing investment holdings are compliant with the City's Investment Policy and Ontario Regulation 438/97.

## Linkage to the Corporate Strategic Plan

Council's 2019 to 2023 Strategic Plan for the City of London identifies 'Leading in Public Service' as a strategic area of focus. The ongoing monitoring of adherence to the City's financial policies supports maintaining London's finances in a transparent and well-planned manner to balance equity and affordability over the long term.

## Analysis

### 1.0 Background Information

As outlined in Ontario Regulation 438/97 (Eligible Investments, Related Finance Agreements and Prudent Investment) and the City of London's Investment Policy, the City Treasurer is required to report to Council investments made which are inconsistent with the investment policies and goals adopted by the municipality within 30 days after becoming aware of it. This report is to notify Council that such an instance has been identified.

### 2.0 Discussion and Considerations

On September 8, 2021, Civic Administration became aware that one of its external portfolio managers had purchased and held three securities within the City's externally managed investment portfolio that were inconsistent with Ontario Regulation 438/97 and therefore inconsistent with the City's Investment Policy. As outlined in the City's Investment Policy, the first objective is adherence to statutory requirements.

Civic Administration initiated a review into this respective managed account based on a documentation request from the corresponding investment custodian. Civic Administration engaged with the external portfolio manager to verify compliance of our holdings.

It was discovered that the external portfolio manager had purchased 'Maple Bonds' believing these were compliant with Ontario Regulation 438/97. Maple Bonds are Canadian dollar denominated bonds issued by a foreign borrower in the Canadian fixed income market. In

this specific instance, the three holdings were issued by United States of America domiciled multinational corporations and hence ineligible.

The three holdings in aggregate represented a relatively small amount of the City's investment holdings. The three holdings represented the following proportion of balances (based on Cost) as of the end of 2020:

- Percentage of Externally Managed Portfolios – 2.37 percent
- Percentage of Total City Investment Holdings – 1.27 percent

One of the holdings matured in March 2021. The other two holdings remained in the portfolio on September 8, 2021 when Civic Administration became aware of this inconsistency. At Civic Administration's direction, the external portfolio manager disposed of the remaining inconsistent holdings on the same day. The holdings yielded small capital gains on disposition. Funds from the sale of the holdings will be reinvested in compliant holdings.

Civic Administration has also followed up with the relevant external portfolio manager to understand the measures that will be implemented to prevent a recurrence of this situation in the future.

Civic Administration discusses compliance with the City's Investment Policy as part of regular quarterly portfolio reviews with all external portfolio managers. However, after discovering this unique situation, Civic Administration asked all other external portfolio managers to re-confirm compliance with the City's Investment Policy and received affirming responses.

## **Conclusion**

Civic Administration became aware of investment holdings inconsistent with the City of London's Investment Policy and Ontario Regulation 438/97. This report provides notification to Council within 30 days of becoming aware of such an inconsistency as required by the regulation and based on immediate actions taken, the City's investment portfolio is currently aligned with the applicable policy and regulation.

**Prepared by:** **Martin Galczynski, CPA, CA, Manager, Financial Planning and Policy**

**Submitted by:** **Kyle Murray, CPA, CA, Director, Financial Planning and Business Support**

**Recommended by:** **Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports**

## Proclamation Request Form

Requests for the issuance of proclamations are governed by Council Policy (excerpted below). Requests must be received at least six (6) weeks in advance of the requested issuance date and may be emailed to the City Clerk at [ClerksApprovalRequests@london.ca](mailto:ClerksApprovalRequests@london.ca) or mailed to City Hall, P.O. Box 5035 LONDON, ON, N6A 4L9.

### Request details

|  |
|--|
| Name of Organization<br>Canadian Centre for Women's Empowerment  |
| Date Proclamation<br>Required November 26  |
| Proclamation Name<br>Economic Abuse Awareness Day  |
| Proclamation Type (day, week or month)<br>Day – Official Date November 26, 2021  |
| Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations)<br>Public Awareness  |
| Requester Name<br>Andrea Howard  |
| Requester Telephone Number<br>647-627-1047   |
| Requester Email Address<br>Andrea.howard@ccfwe.org   |
| Requester Address<br>44 Dunfield Ave, Apt 1012, Toronto, ON M4S2H2   |
| Provide details of your Organization's Connection to London<br>The financial abuse of women takes place across Canada and no community is immune from it, especially in these times of Covid-19  |
| Required Supporting Documents <ul style="list-style-type: none"><li>• Detail information on the Organization</li><li>• Detail information on the Event</li><li>• Confirmation of authorization from the Organization to submit the request</li></ul>   |
| The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws<br><br>Signature Andrea Howard<br>Date August 23, 2021   |
| NOTICE OF COLLECTION OF PERSONAL INFORMATION<br><br>Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001</i> , S.O. 2001, c. 25 and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: <a href="mailto:csaunder@london.ca">csaunder@london.ca</a> |

## 2021 Proclamation Information

**Request:** XXXX proclamation

**Date:** November 26<sup>th</sup>, 2021

**Organization:** Canadian Centre For Women's Empowerment

**Proclamation Name:** **Economic Abuse Awareness Day**

**Proclamation Type:** Awareness Campaign

**Address:**

Andrea Howard  
1012-44 Dunfield Ave  
Toronto, ON, M4S2H2

**Contact:** Andrea Howard

**Cause/Issue/Reason for Proclamation:**

November is National Domestic Violence Awareness Month and National Financial Literacy Month and the CCFWE is campaigning for support for survivors of economic abuse, an aspect of domestic violence that is not yet part of the conversation in Canada.

**About Organization:**

The Canadian Centre for Women's Empowerment is a national organization, based in Ottawa, Canada dedicated to empowering survivors of domestic violence through advocacy, mentorship, and economic empowerment.

**Specific Activities Carried Out:**

**National Awareness Campaign for Economic Abuse Awareness Day**

**State the End Result Activities:**

**To raise awareness about the impact of economic abuse and to create economic justice for survivors**

**Delivery or Pick Up:**

Pick-Up

**Please indicate how you would like to receive the proclamation:**

Presented by the Mayor or a Member of Council.

Proclamation Title and Exact Wording:

**City X Proclamation for Day of National Awareness Campaign for Economic Abuse Awareness Day**

- Whereas domestic economic abuse is a pattern of control, exploitation or sabotage of money, finances and economic resources (car, food, education, transportation) which affects an individual's capacity to acquire, use and maintain economic resources and threatens their economic security and self-sufficiency; and
- Whereas a lack of access to economic resources undermines a woman's independence, such as leaving abusing relationship, limiting her access to social support services, undermining mental and physical well-being and exacerbating other risk factors contributing to homeless, generational trauma and other forms of marginalization affecting women; and
- Whereas women who experience economic abuse are five times more likely to experience physical and other forms of gender-based violence; and 99% of situations which include coercive control will lead to economic and financial abuse.
- Whereas economic abuse has severely impacted numerous generations of Canadian and continues to occur regardless of socio-economic status, race, age or other identity factors; and
- Whereas it is of utmost importance that government, at all levels, take action to **support survivors of financial and economic abuse;**

Therefore, I, (*mayor (title) and name*), for the City of (*name of municipality*), hereby proclaim (*date*) of each year as "**Economic Abuse Awareness Day**" in the City of (*name of municipality*). Dated at (*name of municipality*) this day/month/year.

[word count: approx. 183 words]  
227 word count with the mayor statement





City of London,

Our MISSION: **Cure Leukemia, Lymphoma, Hodgkin's disease and Myeloma, and Improve the quality of life for patients and their families.**

- **Every 23** minutes a Canadian is diagnosed with a blood cancer. And while survival rates have improved significantly over the past two decades, leukemia and lymphoma continue to be the most commonly diagnosed blood cancers in children and adults.
- The Leukemia & Lymphoma Society of Canada is **the only organization in Canada** that raises funds to support blood cancer patients & fund specific research into curing blood cancers in Canada. Our London Light the Night event is our annual fundraiser bringing together our community to support families and is typically held in Victoria park. 2021 celebrates 10 years!
- Some of the accomplishments Leukemia & Lymphoma Society of Canada has made are truly incredible – and most people don't know about the life-saving discoveries by our researchers like **chemotherapy, stem cell therapy & a recent immunotherapy Car-T cell therapy**. These have benefitted the entire cancer community! London has a funded researcher as well!
- Survival rates have more than quadrupled thanks to LLSC research since 1960 – but there is still work to be done!

We have a huge library of webcasts, educational supports – everything from mental health to direct patient help. I did want to share a couple links with you that highlight the amazing work our organization does and some photos of our magical event ***Light the Night***.

You can view some photos from last year's event in London:

<https://myalbum.com/album/HDTAiqHWVgZ3?fbclid=IwAR0WaHkLdV-FMHA3GT0IV-hK72s8ZVvTbFWeSW>

And a 3 minute video: <https://www.youtube.com/watch?v=C6--6VMk7I4>

Each year we have an honoured remembered hero & a honoured survivor who speak at our Light the Night event; 2021 hero's stories can be read here: . Andi lost her battle in 2020 age 41, leaving behind her young son Henry and husband Paul

<https://www.lightthenight.ca/stories/andrea-andie-lehnen> and 4 year of Quinn who is doing well now, 7 months post treatment – this summer held her "I kicked cancer's butt" party!

<https://www.lightthenight.ca/stories/quinn-taylor-curtis>

**September is Blood Cancer Awareness month**, and yes it's uncertain times for sure, and our cancer community needs us more than ever. Our researchers are also living in a new world, with more than 600 research trials were on pause and only 25% of the cancer labs coming back to work. We fund a local researcher at Western, Dr. Rodney DeKoter whose focus is on B cell Leukemia. Leukemia is the MOST diagnosed cancer in children.

This year, Light the Night will be a virtual gathering across Canada on one night – October 23rd! Even though we'll be in a virtual setting, we'll still see key elements that have always made Light the Night special. It's our 10<sup>th</sup> anniversary and we've raised over \$2 million dollars locally. We also host a virtual remembrance ceremony to honour those loved ones lost to blood cancer.

This year the LLSC has a strong program that gives us the best of both worlds. One nation celebrating together in the broadcast. Light the Night is how we generate the lion's share of funding for our research and community programs serving patients in treatment, and those who are post treatment. It may surprise you to know just how critical LTN is to our community from a financial perspective. Almost 60% of our revenue comes between September and November.

Quinn – age 4, Leukemia survivor & 2021 London Honoured Hero



We would be so grateful for the city to proclaim September Blood cancer awareness month & October 23<sup>rd</sup> Light the Night day!

**:: Elinor Schwob | Area Manager, Southwestern Ontario**

:: The Leukemia & Lymphoma Society of Canada

:: **Mobile** 519-777-3670

:: **Patient Services** 833-222-4884 | **Information Resource Centre** 800-955-4572

:: [www.llscanada.org](http://www.llscanada.org) | [elinor.schwob@lls.org](mailto:elinor.schwob@lls.org)



## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee  
**From:** Cathy Saunders, City Clerk  
**Subject:** Members of Council Proof of COVID-19 Vaccination Policy  
**Meeting on:** September 20, 2021

### Recommendation

That on the recommendation of the City Clerk, the proposed attached by-law (Appendix "A") being "A by-law to adopt "Members of Council Proof of COVID-19 Vaccination Policy", BE INTRODUCED at the Municipal Council Meeting to be held on October 5, 2021.

### Analysis

#### 1.0 Background Information

##### 1.1 Previous Reports Related to this Matter

At the meeting held on September 14, 2021, the Municipal Council resolved:

"That the following actions be taken with respect to the "Proof of COVID-19 Vaccination Administrative Policy":

- a) the staff report, dated August 30, 2021, with respect to this matter BE RECEIVED; and,
- b) the Civic Administration BE DIRECTED to bring forward to the next meeting of the Corporate Services Committee a similar COVID-19 Vaccination Council Policy, specifically applicable to the Members of Council, for consideration."

#### 2.0 Discussion and Considerations

The purpose of this report is to bring forward, in response to the above-noted direction from Municipal Council, a draft "Member of Council Proof of COVID-19 Vaccination Policy" for Municipal Council's consideration. The proposed draft Policy is attached as Appendix "A" to this report.

In accordance with Municipal Council's direction, the attached draft Policy is "similar" to the "Proof of COVID-19 Vaccination Administrative Policy" submitted by the Civic Administration to the August 30, 2021 Corporate Services Committee which was subsequently revised and submitted for consideration to the September 14, 2021 Municipal Council meeting. The proposed Policy also incorporates implementation protocol which is for the most part, similar to the Civic Administrative Policy, however, the Integrity Commissioner would be called upon to undertake an investigation of any potential non-compliance of the Policy.

#### 5.0 Conclusion

The proposed attached by-law (Appendix "A") being "A by-law to adopt "Members of Council Proof of COVID-19 Vaccination Policy", is being recommended for introduction at the Municipal Council Meeting to be held on October 5, 2021.

**Prepared by:** Michael Schulthess, Deputy City Clerk and Cathy Saunders, City Clerk  
**Submitted by:** Cathy Saunders, City Clerk  
**Recommended by:** Cathy Saunders, City Clerk

Bill No.  
2021

By-law No. CPOL.-

A by-law to adopt “Members of Council Proof of COVID-19 Vaccination Policy”.

WHEREAS section 5(3) of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides a municipality with the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS the Municipal Council of The Corporation of the City of London deems it appropriate to adopt the “Members of Council Proof of COVID-19 Vaccination Policy” to assist in reducing the risk of COVID-19 in The Corporation of the City of London workplace and to provide a safe environment for Members of Council, Corporate employees, volunteers and the public to access and use City facilities and services;

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

1. The “Members of Council Proof of COVID-19 Vaccination Policy” attached Schedule “A” to this by-law is hereby adopted.
2. This by-law shall come into force and effect on the date it is passed.

PASSED in Open Council on October 5, 2021

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading – October 5, 2021  
Second Reading – October 5, 2021  
Third Reading – October 5, 2021

## Schedule “A”



### Members of Council Proof of COVID-19 Vaccination Policy

**Policy Name:** Members of Council Proof of COVID-19 Vaccination Policy

**Legislative History:** Adopted October 5, 2021 (By-law No. CPOL.-xxx)

**Last Review Date:** October 5, 2021

**Service Area Lead:** City Clerk or their written designate

#### 1. Policy Statement

The purpose of the Members of Council Proof of COVID-19 Vaccination Policy (“Policy”) is to reduce the risk of COVID-19 in The Corporation of the City of London workplace and to provide a safe environment for Members of Council, Corporate employees, volunteers and the public to access and use City facilities and services. COVID-19 is a highly contagious virus that spreads through respiratory droplets and aerosols. The City of London, as an employer, has an obligation under the *Occupational Health and Safety Act* to take every precaution reasonable in the circumstances to create a safe workplace.

In addition to the current health and safety precautions (personal protective equipment, physical distancing, frequent hand washing and hand sanitizing, frequent cleaning of high touch areas, COVID-19 screening, etc.), which will be maintained and revised in accordance with public health guidance, the City of London requires all Members of Council to:

- a) Provide proof of full vaccination against COVID-19; or
- b) Provide a written attestation of a medical reason(s) or Ontario Human Rights Code reason(s) for not being fully vaccinated against COVID-19.

The Policy which is indefinite in nature, is to address the risks and impacts of the COVID-19 Pandemic, noting the duration of the Pandemic is unknown. The Policy will be reviewed upon Council direction and/or at the initiative of the Civic Administration, as new information, data, and public health guidance regarding the COVID-19 pandemic evolves.

#### 2. Definitions

“**Active Screening**” means the Province of Ontario COVID-19 self-assessment for COVID-19 symptoms.

“**Attestation of a medical reason(s) or Ontario Human Rights Code reason(s)**” means a written statement that sets out that the Member cannot be vaccinated against COVID-19 submitted to the City Clerk or their written designate on the “Proof of a Medical Reason(s) or an Ontario Human Rights Code Reason(s) for not being Vaccinated Against COVID-19” form attached to this Policy as Appendix “A”.

“**Council**” shall mean the Council of The Corporation of the City of London.

**“Fully vaccinated”** means having received the full series of a COVID-19 vaccine or a combination of COVID-19 vaccines approved by Health Canada or the World Health Organization; and having received the final dose of the COVID-19 vaccine at least 14 days ago.

**“Member”** shall mean a Member of Council and includes the Mayor.

**“Proof of full vaccination against COVID-19”** means the COVID-19 vaccination receipt issued by the Ontario Ministry of Health confirming the Member is fully vaccinated.

**“Vaccinated”** means to be “fully vaccinated”.

**“Vaccination Receipt”** means paper or e-receipt that individuals receive after vaccination. This receipt is also available for download on the provincial website.

### **3. Applicability**

This Policy applies to all Members of Council of The Corporation of the City of London and includes the Mayor.

## **4. The Policy**

### **4.1 Legislative Framework**

This Policy operates together with, and as a supplement to the following legislation that governs the conduct of Members:

- a) *Human Rights Code*, R.S.O. 1990 c. H. 19 (“Ontario Human Rights Code”)
- b) *Municipal Act, 2001*, S.O. c. 25 (“Municipal Act”)
- c) *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990 c. M.56 (“MFIPPA”)
- d) *Occupational Health and Safety Act*, R.S.O. 1990, c.0.1
- e) Code of Conduct for Members of Council (“Code of Conduct”)
- f) Integrity Commissioner Terms of Reference
- g) Respectful Workplace Policy (Anti-Harassment/Anti-Discrimination)
- h) Applicable by-laws and policies of Council as adopted and amended from time to time

### **4.2 Application of the Policy**

- a) All Members to whom the Policy applies shall comply with one of the following:
  - i) provide proof of full vaccination against COVID-19 by October 20, 2021 to the City Clerk or written designate; or
  - ii) provide a written attestation of a medical reason(s) or Ontario Human Rights Code reason(s) for not being vaccinated against COVID-19 by October 20, 2021 submitted to the City Clerk or their written designate on the “Proof of a Medical Reason(s) or an Ontario Human Rights Code Reason(s) for not being Vaccinated Against COVID-19” form attached to this Policy as Appendix “A”; or
  - iii) where a Member has not received any dose of the COVID-19 vaccine or has received one dose and has not yet received their second dose, the Member shall receive their first dose of the COVID-19 vaccination series by October 20, 2021, submitting proof to the City Clerk or written designate, and provide proof of full vaccination against COVID-19 by November 19, 2021 to the City Clerk or written designate.

- b) Regardless of vaccination status, all Members shall:
  - i) complete daily Active Screening for COVID-19 symptoms; and
  - ii) where the Member fails Active Screening, advise the City Clerk or written designate, be tested for COVID-19, and not enter City facilities/buildings until they have provided written verification to the City Clerk or written designate that enables the City Clerk or written designate to confirm their ability to return to in-person attendance at City facilities/buildings, prior to attending City facilities/buildings. Verification includes, but is not limited to, a negative COVID-19 test result.
- c) Members who are on a leave of absence are not required to comply with sections 4.1 a) and b) so long as they remain on a leave of absence. Members must comply with this Policy prior to returning to their duties.
- d) Members are required to comply with this Policy. The Code of Conduct requires that Members “shall adhere to such by-laws, policies and procedures adopted by Council that are applicable to them”. The City of London’s Integrity Commissioner may consider complaints of non-compliance of this Policy by Members and review such complaints in accordance with “The Corporation of the City of London Code of Conduct for Members of Council Complaint Protocol” as set out in the Code of Conduct. The Integrity Commissioner may make recommendations regarding sanctions to Council in accordance with s.223.4(5) of the *Municipal Act, 2001* and the Code of Conduct.
- e) All Members must continue to adhere to all policies, procedures and directions related to COVID-19. These include, but are not limited to, personal protective equipment, physical distancing of at least two (2) metres where possible, frequent hand washing and hand sanitizing, frequent cleaning of high touch areas, and active COVID-19 screening.

#### **4.3 Collection of Information and Privacy Considerations**

All information gathered as part of the Policy, including personal health information, will be collected by The Corporation of the City of London and be retained and treated in compliance with the *Municipal Freedom of Information and Protection of Privacy Act*.

#### **4.4 Ontario Human Rights Code Accommodations**

Members requiring accommodations under the Ontario Human Rights Code within the context of the Policy may make such requests by advising the Director of People Services. The City of London is committed to fulfilling its obligations under the Ontario Human Rights Code.

#### **4.5 Policy Implementation**

Implementation of this Policy will be in accordance with applicable Council and/or Corporation by-laws, policies and procedures, and legislation.

All Members to whom the procedure applies shall provide proof of full vaccination or attestation of an Ontario Human Rights Code reason(s) or medical reason(s) in accordance with this Policy to the City Clerk or their written designate, by email, or in person.

Proof of full vaccination, written attestation of a medical reason(s) or an Ontario Human Rights Code reason(s) will be recorded in a secure City of London database and retained for one year, at a minimum. The person’s communication and copy of the



vaccination receipt will be destroyed once entered into the secure City of London database. All information, including personal health information, will be treated in compliance with the *Municipal Freedom of Information and Protection of Privacy Act*.

Regardless of vaccination status, all Members attending in person at City facilities/buildings shall:

- a) complete daily, the Active Screening by means of the Province of Ontario COVID-19 self-assessment for COVID-19 symptoms; and
- b) where the Member fails Active Screening, advise the City Clerk or written designate, be tested for COVID-19, and not enter City facilities/buildings until they have provided written verification to the City Clerk or written designate that enables the City Clerk or written designate to confirm the Member's ability to return to in-person attendance at City facilities/buildings, prior to attending City facilities/buildings. Verification includes, but is not limited to, a negative COVID-19 test result.

Members requiring any Ontario Human Rights Code accommodations under this Policy may request accommodations by advising the City Clerk or their written designate. The City of London is committed to fulfilling its obligations under the Ontario Human Rights Code.

Should the City Clerk or their written designate believe that a Member may be in non-compliance with this Policy, the City Clerk or their written designate shall forward the concern to the Integrity Commissioner for determination.

APPENDIX "A"



**Proof of a Medical Reason(s) or an Ontario Human Rights Code Reason(s) for not being Vaccinated Against COVID-19 – Members of Council**

|             |  |
|-------------|--|
| Last Name:  |  |
| First Name: |  |

- I, \_\_\_\_\_ make oath or solemnly affirm and say that I have an Ontario Human Rights Code reason(s) for not being fully vaccinated against COVID-19 based on the following ground(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- I, \_\_\_\_\_ make oath or solemnly affirm and say that I have a medical reason(s) for not being fully vaccinated against COVID-19.

I am requesting that I be exempted from the vaccination requirements under the City of London "Members of Council Proof of COVID-19 Vaccination Policy".

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

As a reminder, your declaration is subject to expectations as set out in the Code of Conduct for Members of Council.

Thank you for your assistance.

City of London

NOTICE OF COLLECTION OF PERSONAL INFORMATION

The personal information collected on this form is collected under the authority of the *Municipal Act, 2001*, S.O. 2001, c. 25, and the *Occupational Health and Safety Act*, R.S.O. 1990, c. O.1 and will only be used to administer and implement the City of London's Members of Council Proof of COVID-19 Vaccination Policy. Questions about this collection should be addressed to the Manager, Records and Information Services at 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489 x5590, email: eskalski@london.ca.

From: Brenda Gauld  
Sent: Thursday, September 16, 2021 8:20 PM  
To: csc <csc@london.ca>  
Subject: [EXTERNAL] Vaccine mandate

Dear City Officials,

Please put a stop to the mandates of vaccines for the city/its workers. The numbers do NOT support such a drastic action. Mandates also go against the Ontario Human Rights and Canadian Human Rights Codes. The mandates take choice away from people. They are coercive and threatening. The people who have not already been coerced into taking it, have strong reasons that make them not want to take it whether it be based on the numbers, religious reasons, medical reason or just plain wanting choice over their own bodies. No one should be forced to have a medical procedure against their will and have their livelihoods threatened because of it. The city has had so few deaths in the past 19 months. Please put a halt to the craziness.

Brenda.

Sent from my iPhone