



# Town of Aylmer

Budget Summary 2021

# 2021 Budget Process

- Council has held four meetings upon the 2021 Budget.
- April 12, 2021 – has been advertised to allow for any further public input upon the budget prior to approval.
- Final passage of the 2021 Levy By-Law is planned for April 19, 2021.

# 2021 Budget Summary

Starting point of 4.4% Levy increase reduced to 2.46%

Table 1. Additional 2021 Impact -average home CVA \$213,345

Levy Body	2020 Mill Rate	2021 Mill Rate	Additional Impact in 2021
Town of Aylmer	0.832040	0.839195 (2.46% levy increase)	\$20.40
Elgin County	0.60403	0.624937 (2.9% levy increase)	\$41.16
Education Levy	0.15300	0.15300	\$0.94
<b>Total</b>			\$62.50

# 2021 Budget Summary

- 2021 Levy Requirement of \$5,987,984 for municipal operations;
- Due to Provincial freeze on the CVA weighted assessment growth the estimated assessment in Aylmer has shrunk by \$1,275,000 (last year saw a CVA increase of 5.9% which offset the levy requirements);
- Due to Covid-19 budgeting and variances have been less predictable, than normal years.
- Asset Management plan dictates significant gap in capital investment needs in future years

# Reductions to achieve 2.46%

- Adjustments to Labour and Benefits \$130,000;
- Reduction to transfer to Parks Capital Reserve \$20,000;
- Reduction to Travel due to Covid \$10,000;
- Water Filling Station Postponement \$10,000;
- One-time reduction to transfer to Reserves \$50,000

# Office of the CAO



## Services

- Exercise general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality;
- Performing such other duties as are assigned by Council;
- Identify emerging issues and work with the administration to present Council with analysis and advice.

## 2020 Accomplishments

- Significant additional policy work due to Covid-19 emergency;
- ECG effectiveness in responding to Covid-19 emergency;
- Addressed ongoing challenging files.

## Main Deliverables 2021

- Accelerate Modernization/Business Process Improvements;
- Prepare 'shovel ready' applications for grant funding opportunities;
- Accelerate spending of current grant funds to ensure eligibility for subsequent funding rounds.

# Office of the CAO



## Main Deliverables 2021 ...continued

- Team/Community Building;
- Promoting Aylmer as a community of shared hopes and goals.

## Key Budget Drivers/Pressures

- Increase in insurance rates;
- Reduction in OMPF Funding in 2021;
- Multiple priorities limited resources/time (Upcoming Council workplan to identify short, medium and long-term priorities).

# Emergency Services

## Services

- Fire Protection/Education;
- Fire Investigation;
- Community Emergency Management

## 2020 Accomplishments

- Introduction of New Coordinator position;
- Continued Training and Community Services during Covid-19;
- Highest loss prevention year on record;
- Effective Management of evolving Covid-19 Emergency.

## Main Deliverables 2021

- New Fire Chief /Director of Emergency Services;
- Return to Community involvement and Education (As Covid-19 restrictions lessen);
- Re-sale of pumper truck.





# Emergency Services

## Main Budget Drivers

- Training cost increases;
- Potential need to purchase more bunker gear;



# Corporate Services



## Services

- Legislative Services;
- Planning and Development Services;
- Information and Technology;
- Communications.

## 2020 Accomplishments

- Securing new development lands;
- Facilitating Cottonwood Development;
- Adjusting to Electronic Meetings.

## Main Deliverables 2021

- Communications and Social Media Plan;
- Town Hall Renovations;
- Planning/ Development Process Review.

# Corporate Services



## Main Deliverables Continued

- Electronic Records Management System;
- Modernized By-Law Enforcement and Complaint Management System;
- Modernized Council Chambers;
- Continued improvement of customer service processes for all departmental functions.

## Key Budget Drivers/Pressures

- Increase in salary new Deputy Clerk role;
- Modernization – Computer and Software costs;
- Limited revenues from 2020 due to office closures and reduction of services (e.g. Marriage Licences).

# Financial Services



## Services

- Payroll;
- Property tax processing
- Budgeting;
- Estimates and Variance Reporting.

## 2020 Accomplishments

- Filling of Vacant Treasurer position;
- Addressed very unusual budget year due to Covid-19;
- Introduced new GP Management Reporting and GP upgrade

## Main Deliverables 2021

- Review of Accounts /Account Consolidation;
- Implementation of new business processes/modernization;
- Updated Budgeting processes for 2021.

# Financial Services



## Key Budget Drivers/Pressures

- Resource limitations;
- Modernization expenses, software/implementation.

# Operations



## Services

- Water and Waste Water services;
- Roads and Maintenance;
- Fleet Maintenance.

## 2020 Accomplishments

- Adjusted to reduced Capital work in 2020 due to Covid restrictions;
- Seven year Waste Collection and disposal contract

## Main Deliverables 2021

- Advance for next phase of Water planning;
- Sand replacement Wastewater Lagoons;
- Review EARTH agreement

# Operations



## Key Budget Drivers/Pressures

- Difficulty in filling Operator positions;
- Increased costs waste contract;
- Costs associated with future planning for water infrastructure.

# Parks and Recreation



## Services

- Maintenance and Upkeep Parks/ Pool / Splash Pad;
- Horticulture planning/beautification;
- Park and ball diamond grooming.

## 2020 Accomplishments

- Adjusted to Covid-19 changes;
- Worked to ensure that staff were safe and the public could still access trails and available recreation opportunities;
- Adjusted to changes in work to take on painting and other special assigned duties.

## Main Deliverables 2021

- Work with community groups to bring usership back online as soon as possible
- Support the Emergency Control Group and Local Health Unit in preparations for vaccine distribution;
- Review User Fees and opportunities for cost recovery in 2022.



# Parks and Recreation



## Key Budget Drivers/Pressures

- Uncertainty still a major pressure in 2021;
- Reduced usership of amenities and facilities may impact delivery;
- Increase maintenance and repair costs.

# Draft Projects 2021 - Operations Department



DRAFT PROJECT LIST	2021	2022	2023	2024	2025	TOTAL BUDGET
<b>OPERATIONS</b>						
#10 TRACKLESS TRACTOR	130,000					130,000
CLARENCE ST. PROJECT - ROADWORK/ WATERMAIN/ SANITARY	1,500,000					1,500,000
SURFACE TREATMENT PROGRAM	120,000					120,000
#4 1 TON TRUCK	60,000					60,000
VEHICLE	50,000					50,000
ELK ST. - ENGINEERING	280,000					280,000
FATH AVE - TREELAWN TO JOHN S. - ENGINEERING		95,000				95,000
SURFACE TREATMENT PROGRAM		120,000				120,000
#16 TRACTOR		114,500				114,500
ELK ST. - VICTORIA TO TALBOT - ROADWORK/ WATERMAIN		785,450				785,450
ELK ST. - JOHN S. TO TALBOT - ROADWORK/ WATERMAIN		1,941,000				1,941,000
ELK STREET - JOHN TO VICTORIA - ROADWORK/ WATERMAIN/ STORM/ SANITARY*		1,068,350				1,068,350
FATH AVE - TREELAWN TO JOHN S. - ROADWORK/ WATERMAIN			301,300			301,300
FATH AVE - TREELAWN TO JOHN S. - ROADWORK/ WATERMAIN/ SANITARY			591,000			591,000
FATH AVE - TREELAWN TO JOHN - SURFACE TREATMENT			66,000			66,000
SURFACE TREATMENT PROGRAM			120,000			120,000
FOURTH AVE - CLARENCE TO FATH - ENGINEERING			60,000			60,000
FOURTH AVE - CLARENCE TO FATH - ROADWORK/ WATERMAIN				589,000		589,000
SPRUCE ST. - ELM TO JOHN N. - ROADWORK/ WATERMAIN				222,000		222,000
SYDENHAM ST. - ELGIN TO VICTORIA - ROADWORK/ WATERMAIN				417,000		417,000
SURFACE TREATMENT PROGRAM				120,000		120,000
CENTRE ST. - TALBOT TO SYDENHAM - ROADWORK				25,300		25,300
WELLINGTON ST. - TALBOT TO SYDENHAM - ROADWORK/ WATERMAIN				116,150		116,150
SOUTH ST. W. PROJECT - DUFFERIN TO JOHN					1,853,800	1,853,800
CHESTNUT ST. - JOHN TO MURRAY - ROADWORK/ WATERMAIN					92,000	92,000
SYDENHAM ST. - QUEEN TO ELGIN - ROADWORK/ WATERMAIN					175,950	175,950

# Draft Projects 2021 - Operations – Water / Sewer

DRAFT PROJECT LIST	2021	2022	2023	2024	2025	TOTAL BUDGET
<b>OPERATIONS - 412 (LAGOONS)</b>						
WASTE WATER FACILITY EA REVIEW	25,000	25,000				50,000
FILTER BUILDING CHEMICAL FEED PANEL REPLACEMENT	20,000					20,000
CELL #1 AERATOR MAINTENANCE	6,500					6,500
FILTER PUMP #3 - POWER CABLE REPLACEMENT	15,000					15,000
FILTER SAND REPLACEMENT	125,000					125,000
LAGOON CONDITION ASSESSMENT	45,000					45,000
LAGOON SEDIMENTATION LEVEL MAPPING		22,000				22,000
LAGOON BLOWER BUILDING ELECTRICAL - UPGRADE ELECTRICAL DISTRIBUTION SYSTEM		27,517				27,517
LAGOON BLOWER BUILDING FORCE FLOW HEATERS		1,651				1,651
LAGOON TANK BUILDING REPAIRS		25,000				25,000
<b>OPERATIONS - 413 (PUMPING STATIONS)</b>						
CONDITION ASSESSMENT WASTEWATER PUMPING STATION - ELM ST.	10,000					10,000
ELM ST. PUMPING STATION - ISOLATION VALVES	12,000					12,000
CAVERLY ROAD PUMPING STATION - ISOLATION VALVES AND PUMPS	10,000					10,000
FORCEMAIN CHAMBER REPAIR	20,000					20,000
CAVERLY ROAD PUMPING STATION - ISOLATION VALVES AND PUMPS		10,000				10,000
CAVERLY ROAD PUMPING STATION - ISOLATION VALVES AND PUMPS			10,000			10,000
CAVERLY ROAD PUMPING STATION - ISOLATION VALVES AND PUMPS				10,000		10,000
<b>OPERATIONS - 431 (WATER)</b>						
BOOSTER PUMPING ENGINEERING REPORT	5,000					5,000
WATER AND WASTEWATER RATES STUDY	35,000					35,000
SCADA CONTROLS UPGRADE/ REPLACEMENT	80,000	80,000				160,000
WATER TOWER SHELL REFURBISHMENT AND SCADA UPDATE	350,000	280,000				630,000
BOOSTER STATION REPAIRS		14,500				14,500
TALBOT STREET EAST WATERMAIN			745,470			745,470

# Draft Projects 2021 - Operations – EECC

DRAFT PROJECT LIST	2021	2022	2023	2024	2025	TOTAL BUDGET
<b>EECC</b>						
EECC ICE RESURFACER 2021	105,000					105,000
EECC SKATE TILE 2021	60,000					60,000
EECC CEILING PIPE INSULATION	8,000					8,000
EECC PARKING LOT		52,500	595,500			648,000
EECC COMPRESSOR SYSTEM - CONDENSER		75,000				75,000
EECC SKATE TILE 2022		35,000				35,000
EECC HOT WATER HEATERS - 4 UNITS		32,000				32,000
EECC ANCILLARY FLOORING		10,000				10,000
EECC COMPUTER SERVER 2023			13,000			13,000
EECC SOUND SYSTEM			10,000			10,000
EECC BOOKING SOFTWARE			25,000			25,000
EECC HEAT EXCHANGE PUMP			100,000			100,000
EECC HVAC/AAON UNIT				148,301		148,301
EECC SCOREBOARD - 1 UNIT				11,000		11,000
EECC WEBSITE UPDATE 2024				3,000		3,000
EECC INFRARED HEATERS - 4 UNITS 2024				36,000		36,000
EECC BLUE LINE FLOORING				10,000		10,000
EECC POWER FACTOR CORRECTOR					50,000	50,000
EECC COMPRESSOR SYSTEM - CONTROLS #2					30,000	30,000
EECC COMPRESSOR SYSTEM - DEHUMIDIFIER					150,000	150,000
EECC HVAC UNITS - 6 UNITS					90,000	90,000
EECC INFRARED HEATERS - 4 UNITS 2026					36,000	36,000
EECC SCISSOR LIFT					40,000	40,000

# Draft Projects 2021 - Operations – Parks

DRAFT PROJECT LIST	2021	2022	2023	2024	2025	TOTAL BUDGET
<b>OPERATIONS - PARKS</b>						
DOWNTOWN IMPROVEMENT	10,000					10,000
POOL DIVING WELL LINER	90,000					90,000
MASTER PLAN	60,000					60,000
MOWER	18,000					18,000
TENNIS COURT EXTERIOR LIGHTING UPGRADE		26,416				26,416
OPTIMIST/ KINSMEN PAVILION CONCRETE REPAIRS		2,201				2,201
OPTIMIST/ KINSMEN PAVILION REFINISHING		11,007				11,007
POOL BATH HOUSE PAINTING		11,007				11,007
POOL FILTER BUILDING EXTERIOR LIGHTING UPGRADES		16,510				16,510
PARK TRAILS EXPANSION					50,000	50,000

# Draft Projects 2021 – Corporate Services

DRAFT PROJECT LIST	2021	2022	2023	2024	2025	TOTAL BUDGET
<b>CORPORATE SERVICES</b>						
OP/ ZONING REVIEWS / DC STUDY	30,000					30,000
TALBOT E DEMO (TAX CLEARING)	50,000					50,000
CIP APPLICATIONS	5,000					5,000
WEBSITE UPDATE	30,000					30,000
BAR CODE SCANNER FOR GP	3,700					3,700
46 TALBOT CLOCK TOWER - ROOF & CLOCK FACE REPAIR	55,000					55,000
OTH HVAC REPLACEMENT - CARRY FORWARD	100,000					100,000
OLD TOWN HALL PAINTING - EXTERIOR	8,500					8,500
POLICE STATION ROOF - REWORK	10,000					10,000
46 TALBOT INTERIOR LAYOUT CHANGES - MAIN FLOOR	50,000					50,000
25 CENTRE STREET INTERIOR LAYOUT CHANGES - COUNCIL CHAMBERS	280,000					280,000
WHITE STREET INDUSTRIAL LAND - ENGINEERING	15,000					15,000
TOWN HALL ELEVATOR		200,000				200,000
WORK FLOW SOFTWARE IMPLEMENTATION		15,000				15,000
HOT WATER HEATER		5,000				5,000
TOWN HALL ROOF MEMBRANE - COUNCIL CHAMBERS		6,000				6,000
TOWN HALL ROOF MEMBRANE - TOWN HALL		6,000				6,000
TOWN HALL EMERGENCY LIGHTING		5,000				5,000
TOWN HALL ROOFTOP UNITS		66,000				66,000
POLICE STATION CARPET		11,000				11,000
POLICE STATION DOORS & WALLS REPAINTED		14,000				14,000
POLICE STATION ROOFTOP UNITS		38,000				38,000
POLICE STATION VCT TILE		5,500				5,500
POLICE STATION STANDBY GENERATOR REPLACEMENT		55,000				55,000
BANDSHELL PAINTING		2,750				2,750
COMMUNITY SERVICES ROOFTOP UNITS		42,000				42,000
BOUNDARY ADJUSTMENT STUDY		20,500				20,500
PHONE SYSTEM INTEGRATION - FIRE HALL/PW/OTH/CELL RENEWAL		25,000				25,000
DOG TAG MANAGEMENT SYSTEM			5,000			5,000
TOWN HALL WATER HEATER					5,000	5,000

# Draft Projects 2021 – CAO/Clerk/Fire/Police



DRAFT PROJECT LIST	2021	2022	2023	2024	2025	TOTAL BUDGET
<b>CLERK/CAO</b>						
WATER BOTTLE FILLING STATION					10,000	10,000
RECORDS MANAGEMENT SYSTEM	90,000					90,000
HRIS SYSTEM	10,000					10,000
<b>FIRE</b>						
FIRE GEAR EXTRACTOR	6,000					6,000
FIRE PICKUP TRUCK		50,000				50,000
PUMPER			550,000			550,000
<b>POLICE</b>						
CRUISER REPLACEMENT 2022		40,000				40,000
CRUISER REPLACEMENT 2024				40,000		40,000

# Draft Projects 2021 – Reserve Transfers

DRAFT PROJECT LIST	2021	2022	2023	2024	2025	TOTAL BUDGET
<b>TRANSFERS TO RESERVE</b>						
ELECTION 2022	3,524	3,524	3,524	3,524	3,524	17,620
EECC	50,000	50,000	50,000	50,000	50,000	250,000
ACCESSIBILITY - BUILDINGS	10,000	10,000	10,000	10,000	10,000	50,000
PARK TRAILS EXPANSION		20,000	20,000	20,000	20,000	80,000
ASSET MANAGEMENT PLAN	600,000	700,000	750,000	750,000	750,000	3,550,000
COMPUTER REPLACEMENT PLAN	5,000	5,000	5,000	5,000	5,000	25,000
CONTRIBUTION FOR FUTURE POLICE CRUISER	25,000	25,000	25,000	25,000	25,000	125,000
REPLENISHMENT OF DEVELOPMENT CHARGES RESERVE	61,000					61,000





# QUESTIONS