

Subject: Grants Update: Municipal Modernization, Canada Healthy Community Initiative and 2021 Regional Bikeways Network Facilities on Municipal Roadways.

Recommendation:

BE IT RESOLVED THAT Council receive Report # 2021-0050- Corporate Services for information about the three grants to be submitted: Municipal Modernization, Canada Healthy Community Initiative and 2021 Regional Bikeways Network Facilities on Municipal Roadways.

Background:

There are three grant opportunities for the Town of Pelham. They are as follows:

(1) Municipal Modernization Program highlights:

1. The intent of the grant is to provide support for a small and rural municipal efforts to modernize service delivery and develop new ways to be efficient and effective.

A municipality may apply individually or jointly with other eligible municipalities. To be eligible for funding, the municipality must confirm that it has fully spent or allocated the unconditional modernization funding provided by the province in March 2019. Pelham meets this eligibility.

2. The priority projects under both streams are: a) digital modernization, b) service integration, c) streamlined development approvals and d) shared services/alternative service delivery models.

3. There are two funding streams: **Review** and **Implementation**. Though the priorities are the same, the two streams differ in approach and funding.

4. **Review Stream:** This is essentially full funding (between \$20-\$150K) to hire a third-party consultant to conduct a line-by-line budget review or a review of service delivery and modernization opportunities or a review of administrative processes to reduce costs. This report must be completed by November 20, 2021 and posted on the

Town's website.

5. Implementation Stream: This is shared funding (65% province, 35% Town) with the expectation that most projects will be between \$20k and \$250k. This project proposal must be based on demonstrated evidence of savings the municipality intends to realize through the project, with a completion date of September 30, 2022. A report one-year post project must be submitted with actual savings realized as well as a revised forecast of annual savings for the following two years.

The due date for either stream is March 15, 2021.

Applications for the Town of Pelham will include:

Review Stream:

ITS Review: The Town of Pelham intends to improve web-based services for residents and create efficiencies for internal reporting and tracking capabilities. A third party is required to analyze the current functions and provide recommendations regarding the software and other steps required to integrate the current systems and databases, which includes the request for services generated by the public, the approved By-laws and the cemetery plot locations. Recommendations regarding the management of service requests, automated reporting, digitization of work orders, integration with the Town's Asset Management Plan (AMP) and the functionality of searchable databases for approved By-laws and cemetery plot locations will be expected from the third-party reviewer. Estimated Funding Request: \$50,000

Automation of processes in Corporate Service: Review processes in Corporate Services for automation which includes the following: month-end close process, internal control testing, reconciliations, procure to pay process (Accounts Payable, Purchase Orders, Invoice matching), Automation of Capital Budget Book and Data Mining of procurement cards.

Estimated Funding Request: \$60,000

(2) Canada Healthy Communities Initiative Highlights:

Healthy Communities Initiative projects will fund small, local projects that:

- Respond to identified needs arising from the impacts of COVID-19
- Create and adapt public spaces, and programming and services for public spaces in the public interest
- Demonstrate consideration of and connections with the community Serve the general public or a community disproportionately impacted by COVID-19 and

- Fall within three theme areas of: safe and vibrant public spaces, improved mobility options and digital solutions

Funding available: \$5,000 to \$200,000

Applications due: March 9, 2021

Application for the Town of Pelham:

Peace Park Safety and Accessibility Enhancements

Enhancements will include fencing (with art inserts), accessibility enhancements at entrances to Peace Park and a sidewalk from the Farmer's Market to Peace Park.

Estimated Funding Request: \$50,000

Application submitted by the Rotary Club of Fonthill: Replacement of the Arches: Seeking remaining funding to complete this project of replacing the four arches and adding WiFi. Estimated Funding Request: \$60,000

(3) 2021 Regional Bikeways Network Facilities on Municipal Roadways

Criteria is a connection to existing active transportation facilities within the Regional Bikeways Network.

Total grant is \$200,000. Application submitted on February 10, 2021.

Application submitted by the Town: bike lanes on Pelham Street Phase 1 to Hwy 20 and Port Robinson Road to Rice Road for \$200,000.

Analysis:

These grants will help to fund projects for which Pelham currently does not have money in the 2021 budgets. If successful, these grants will provide capital dollars for review of improving our processes, dollars for public spaces and offsetting costs for bike lanes that are in our capital project.

Financial Considerations:

The financial considerations is that these grants will provide additional funds to the Town to address capital needs and reviews that we currently do not have in 2021 budgets.

Alternatives Reviewed:

If staff do not apply for these grants, then the projects listed will not be done, so pragmatically there is no alternative but to apply. The Town has been successful in the past receiving 3 Municipal Modernization grants.

Strategic Plan Relationship: Build Strong Communities and Cultural Assets

These grants help to build strong communities in addressing the fencing needs in Peace Park for events and also for addressing better customer service in improving the Town's software/electronic presence which the public uses to make service requests. This has been identified as an action item in the Town's Official Plan.

Consultation:

Fonthill Rotary Club

Other Pertinent Reports/Attachments:

None

Prepared and Recommended by:

Teresa Quinlin, MBA, CPA, CA
Director of Corporate Services/Treasurer

Prepared and Submitted by:

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer