



# COUNTY OF WELLINGTON

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## COMMITTEE REPORT

**To:** Chair and Members of the Information, Heritage and Seniors Committee  
**From:** Ken DeHart, County Treasurer  
**Date:** Wednesday, November 10, 2021  
**Subject:** **Preliminary 2022-2031 Ten-Year Plan: Museum and Archives**

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### Background:

This forecast provides a high-level view of major budget issues and planned capital investments and serves as a guide for departments in preparing their detailed current year operating and capital budgets. The preliminary corporate ten-year plan will be considered by the Administration, Finance and Human Resources Committee on November 16, 2021 and the forecast will be updated at the time the budget is approved early in the New Year.

### Major Operating Budget Impacts

Staff are in the process of compiling the detailed 2022 operating budgets for each department. Major items reflected in the 2022 Museum Operating Budget include the following:

- Staffing changes include the reallocation of existing student hours towards additional part time Museum maintenance staff for private rental events as well as additional weekend receptionist hours. These changes result in a financial impact of \$19,000.
- The Museum and Archives will be undertaking a branding exercise through consultation (\$40,000) to help rebrand from the current Wellington County Museum and Archives and create a name for our national historic site that is as compelling and unique as our history.
- Snow removal costs of \$25,000 have been reallocated from Wellington Place to the Terrace to properly reflect the breakdown of where the work is being completed.
- The transfer to reserve line of \$427,000 is made up of three components:
  - Museum and Archives Donation funds – estimated admission by donation funds are transferred to the Donations reserve fund to undertake projects of a community benefit
  - A new transfer of \$200,000 to the Property Reserve replaces the transfer to capital line to provide funding for lifecycle replacements at the Museum and Archives facility and grounds. This provides consistency for treatment of facility costs across the County and is consistent with the County's Asset Management Plan and its goals.
  - A new transfer of \$200,000 to the General Capital Reserve provides funding for the projects identified for the Wellington Place property as well as to provide some initial funds to assist in funding projects identified in the Wellington Place Mini-Master Plan identified separately on this agenda.

### Capital Budget Forecast

In accordance with the Budget Management Policy, the list of capital works includes those initiatives that have a long-term benefit to the corporation and whose capital cost is at least \$25,000. Capital budgets are presented as inflated by 3.5% per year, which represents the five-year average of the non-residential construction price index. Projects identified include:

**Programming:**

- An initial allocation for the Medicine Garden and Pavilion project is budgeted at \$250,000 in 2022. The project includes the creation of a Sacred Garden area and the construction of a pavilion and interpretive gathering area. This project will be funded by the Museum and Archives Donation Reserve Fund, made up of community donations. Staff are planning on applying for a federal grant for this project, which could help move forward other aspects of this project sooner in the forecast. Further information about this project can be found separately on this agenda in the Wellington Place Mini-Master Plan report.

**Facilities:**

- Building lifecycle replacements totalling \$1.2 million are included throughout the forecast. Projects are identified through Building Condition Assessments conducted in 2016. As projects move through the forecast staff adjust timing and costing as required. A detailed listing of projects is attached to this report.

**Wellington Place:**

- Roadwork: The capital plan identifies three projects addressing roads at and around Wellington Place.
  - Charles Allan Way rehabilitation spans from Wellington Road 18 to the entrance of the roundabout and will address curb repair, reconstruction/adjustment of every manhole and catch basin, repair to the settled portion near the OPP station and two lifts of asphalt for the entire surface.
  - Beatty Line: Garafraxa St W to Andrew St project is a Centre Wellington project. Centre Wellington has requested that the County contribute to a share (roads and drainage) of this project in lieu of the County's exemption of paying development charges for projects located at Wellington Place.
  - Samuel Honey Drive is an internal street within Wellington Place that will connect two internal streets, Charles Allan Way and David Boyle Drive. Staff continue to monitor the timing of this work, which will coincide with further development of the property and will adjust timing in future budgets if required.
- Equipment replacements total \$122,000 and include a tractor in 2024 and a front mount mower in 2027. These two projects are funded by the tax levy.

The detailed 2022 operating budget and revised ten-year plan will be presented to the Committee in January. Attached to the report is the current proposed ten-year operating budget and ten-year capital budget for the Museum and Archives.

**Recommendation:**

That the preliminary 2022-2031 Museum and Archives capital budget forecast and major operating budget impacts as set out in this report be endorsed and forwarded to the Administration, Finance and Human Resources Committee for inclusion in the County of Wellington's Preliminary Ten-Year Plan.

Respectfully submitted,



Ken DeHart, CPA, CGA  
County Treasurer