



2024 Budget Request

Request: Regulatory and Warning Sign Retro Reflectivity Inspection and Inventory Update

Department: Community and Environmental Services

Request ID: CES2024BUDGET-O-02

Financial Ask: \$23,500

Funding Source: Operating

This document and its attachments are public and available in an accessible format upon request.

Background and Strategic Priority

5. Deliver Effective and Cost-Efficient Services

The Township will strive to be a leader in municipal and customer service excellence. We will continue to offer remarkable service to those we serve. We will promote operational excellence by focusing on fiscal responsibility. The corporation will be fiscally prudent and we will invest in our staff to attract the best employees.

5.3 Exceed set targets for asset management planning

(a) Complete condition assessments for all Township assets. (b) Define service levels for Township assets and maintain assets to meet levels of service. (c) Consider and implement recommendations within the Asset Management plan during annual budget process and preparation of financial forecasts.

The Municipal act states in O.Reg. 239/02, municipalities must inspect all traffic signs once per year and not more than 16 months from the previous inspection. The required inspections include sign condition as well as the retro reflectivity value of the sign. As of late, the department has not been compliant with the regulation.



In 2014, the Township retained “Advantage Data Collection” to undertake this same inspection. The regulatory compliance does not end at the inspection. If a sign fails the inspection requirements set out in O. Reg 239-02, the sign is to be replaced within a set time frame.

Analysis

The attached Service Proposal from “Advantage Data Collection” details how each sign is inspected and provides an easy-to-use database for asset management. The proposed cost for the inspection, if we enter a 5-year contract, will be approximately \$13,500 per year. Staff request that Advantage Data Collection be retained for this work as they currently retain our sign inventory information from 2014.

Due to the Township not being compliant with the regulation as of late, it is anticipated that a large number of signs will fail the inspection. The financial ask found in this report has included an additional \$10,000 in operating costs to replace the signs that are anticipated to fail.

There is liability risk to the Township if our signs are not compliant with the regulation.

Financial Impact

As noted in the Analysis section, the total impact of \$23,500 for the 2024 (\$13,500 for the inspection and \$10,000 for additional sign replacement) is contingent on signing a 5-year contract with Advantage Data Collection. If the Township wishes to only complete a 1-year inspection program, the financial impact will be \$25,000 for 2024.



Report Approval Details

Document Title:	2024 Budget Request Regulatory and Warning Sign Retroreflectivity Inspection and Inventory Update.docx
Attachments:	- 2024 Sign Inventory and Inspection Quote - Township of Georgian Bluffs.pdf
Final Approval Date:	Nov 14, 2023

This report and all of its attachments were approved and signed as outlined below:

Samantha Buchanan, Treasurer

Niall Loble, Director of Community Services