

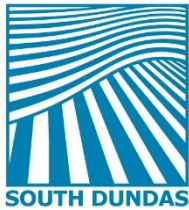


AGENDA

COMMITTEE OF THE WHOLE
Tuesday, December 11, 2018, 6:00 PM
34 Ottawa Street in Morrisburg, ON

Pages

1. CALL TO ORDER
2. CONFIRMATION OF THE AGENDA
3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
4. ADOPTION OF MINUTES
 - a. November 28, 2017 2
5. STAFF REPORTS
 - a. Facilities Review 8
6. ADJOURNMENT



MINUTES

A meeting of the Committee of the Whole of the Sixth Council of the Corporation of the Municipality of South Dundas was held in the Council Chambers at 9:30 a.m., November 28, 2017.

Present:

Mayor Delegarde
Deputy Mayor Locke
Councillors St. Pierre, Ewing, Mellan
Chief Administrative Officer/Treasurer Geraghty
Director of Corporate Services/Clerk Brunt
Acting Deputy Treasurer, Directors of Planning &
Enforcement and Recreation/Facilities, Operations
Supervisor, Landfill Supervisor

1. CALL TO ORDER

2. CONFIRMATION OF AGENDA - Additions, Deletions, and Amendments -

Additions: In Camera – Security of Property

3. DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF - Nil

4. ADOPTION OF MINUTES

Resolution No. COTW 17-01

Moved by Councillor Ewing

Seconded by Deputy Mayor Locke

THAT the minutes of the Committee of the Whole on June 28, 2016 of the Sixth Council of the Corporation of the Municipality of South Dundas be adopted as circulated.

CARRIED

5. DEPUTATIONS PETITIONS PRESENTATIONS – Nil

6. COUNCIL DEPARTMENTAL COMMITTEE REPORTS

a) Public Works Project Status for 2017

- i) Operations Supervisor to research:
 - Are the Counties putting up any lights on County Rd 4?
 - Look at Mariatown at night in regard to lighting
 - County Rd 2/ Parlow Rd light
 - Iroquois Industrial Park lights
 - Canada Way – 2 – 4 no heads on lights + cement basesNeed report and state of the pole, underground issues etc.
EXP are writing the Streetlight Policy for 2018

- ii) Snowplowing vs Contracting
 - #68 = 3.59/lane km (on 170 km route)
 - S/S = 5.25/lane km + \$72.50/day stand by
 - Counties = 5.25/lane km + \$95/day stand by

- iii) Tenders
 - 2 routes for 2018 for 4 – 5 years
 - Trucks 62 + 68 – 170km routes tandem

- iv) 2018 Road Schedule
 - First Street – Test holes
 - Ontario St – Test holes
 - Hulbert St – Pulverize and start over
 - Hanes St – Follow-up to fixup
 - Bongers Rd
 - McCaslin St – Truck traffic (research no truck routes)
 - Snowbird RdFMC – Roads need funding study grant
Cycle route on Canada Way (find previous report)
Caldwell sewer line to town should be realigned as there is major water going to plant during storms. OCWA? Do they know? Funding to be used for this?

- iv) Other
 - County Rd 1 transfer from Counties
 - County Rd 4 transfer later after Mariatown work is complete
 - Morrisburg Sign – Where can we put it?

b) Buildings – Director of Recreation/Facilities provided information on the following:

There are asset conditioning summaries of each building now completed.

i) Matilda Hall Roof

- Good condition just needs screws tarred and eavestroughs cleaned

ii) South Dundas Municipal Centre - Roof

- Not properly fixed. Snetsinger hired to review – they identified and rectified issue for approximately \$7000.00
- Water damage in the building has been estimated at several thousand dollars. Insurance Company has been notified.

Third Floor

- Possibility of using to store archives in the Recreation room
- Load Capacity and Square footage need to be identified

iii) Iroquois Civic Centre Roof

- Snetsinger consulted – both rooftops need to be replaced. Estimated cost \$130,000 - \$180,000 to repair. \$30,000 to \$40,000 to remove mechanicals. \$15,000 to \$20,000 to look at tower.
- Also requires repairs on interior
- \$240,000 already budgeted
- Tender for February 2018 to be completed

iv) Campsite/Forward House

- Demolish Forward House and use old stones from Forward House to renovate/repair Campsite.
- Repair to cost approximately \$300,000.00
- What is value of Forward House?
- Revenues receiving from Lawn bowling and Airport - \$0 for now
- Maybe Airport can pay?
- Washroom and showers are needed for the campsite

- Lawn bowling group can use campsite building if available or go to the Iroquois Civic Centre
- Options:
 - Demolish Campsite building
 - Renovate Forward House
 - Sell Forward House
 - Demolish Forward House
 - Create one new building to service everything

Directives: - require an Opinion of Value for the Forward House

- Review any covenants on the Forward House and can it be severed from the campsite property
- Demolish campsite
- Show two possible locations and estimates for the new campsite building

7. Brinston Building

- Asset Conditioning Report needed

8. Garages

i) Iroquois Public Works Garage

- Leased until June 1/18
- Losing two bays. One for hoist for small vehicles and one for engine work is required

ii) Morrisburg Public Works Garage

- Done – No use left
- Would cost approx. \$883,000 to replace
- Inside at Morrisburg:
 - Spare plow truck
 - Backhoe
 - Sidewalk machine and trailer
 - Pick-up for plaza
 - Small tools
 - Lunch room

(all these items could go to Matilda to combine two shops into one)

iii) Williamsburg Public Works Garage

- Has parts room and mechanic, is an upgraded facility

- Only needs improved lighting. Structurally sound.
- 2 plow trucks from Williamsburg to be stored at Matilda
- No more salt storage, transfer to Matilda

iv) Matilda Main Garage

- Drawings for addition gave 2 options. 1 for \$500,00 and one for \$600,000
 - 4 Bay expansion – 2 drive thru
 - Need space for 3 trucks, grader and sidewalk machine
- All stuff to Matilda brings 2 shops to 1
- 2 plow trucks to be moved from Williamsburg to Matilda
- Salt management program in Matilda only.

Proposed shop will house everything. Approximate cost \$625,000 – \$741,000

Keeping equipment indoors like front line plows, backhoe etc.. allows for crews to jump in and go rather than warming it up for ½ - 1 hour and then having to load it. A few pieces can stay out such as the grader, farm tractor and blade.

Options:

- 1) Minimum 2 bays and equipment stays outdoors
- 2) Report on contracting (us vs Counties vs S/S vs Ottawa)
- 3) Coverall and 2 bays

9. Fire Stations

Morrisburg – many Fire Service Changes. Maybe go to 2 stations

10. Ottawa Street Sidewalk Replacement & SDMC Parking Lot

- Both are ready for tendering
- i)
 - 246,000 + 100,000 in 2017 budget
 - Estimate is \$500,000 for both
 - 2018 budget = \$150,000
 - \$75,000 Cassell St to Ottawa St so only need \$75,000 for 2018 budget.
 - ii) Request was made to link the sidewalk from Fifth Street to Locke subdivision.

The tender could have the 3 options – Ottawa St to Fifth, Fifth to lights, lights to the subdivision

Facilities Review

Municipality of South Dundas – Recreation and Facilities

Agenda



Asset Management Plan (AMP)

- Mandatory by the Province of Ontario
- Province focus is on roads, bridges, sewers, watermains and social housing.
- **Buildings are not identified as a focus of the province.**
- **This responsibility has been downloaded to Municipalities.**

Asset Management Plan (AMP)

- AMP – The process of making the best possible decisions regarding the financing, building, operating, maintaining, renewing, replacing and disposing of infrastructure assets
- Requires a thorough understanding of the characteristics and condition of infrastructure assets and determining the best (optimal) time to repair/rehabilitate/replace aging assets
- Also involves setting priorities on critical assets in order to optimize decisions about when and how to proceed with investments.

Asset Management Plan (AMP)

- ASSET MANAGEMENT:
- Applying the *right treatment*, at the *right time*, to the *right asset*.
- At its core, the **prime requirement of a good asset management plan is data**
- Once asset condition is known, the remaining life of the asset can be estimated. This estimate is based on predicted deterioration curves and engineering judgment

EFI and Data

EFI reports provide some of the important data that will help to form a strategic approach to dealing with municipal infrastructure

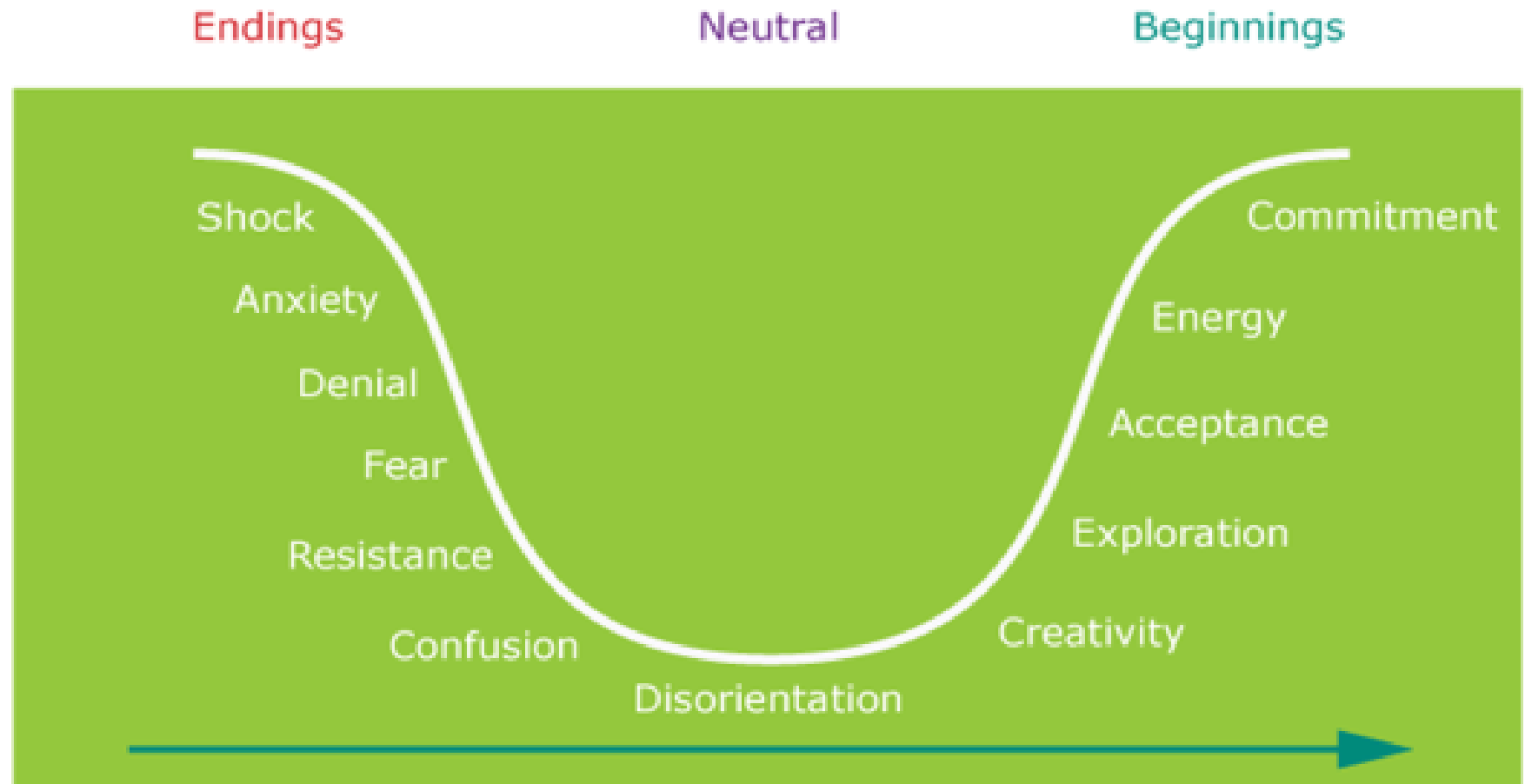
The Municipality has taken a good first step in collecting data

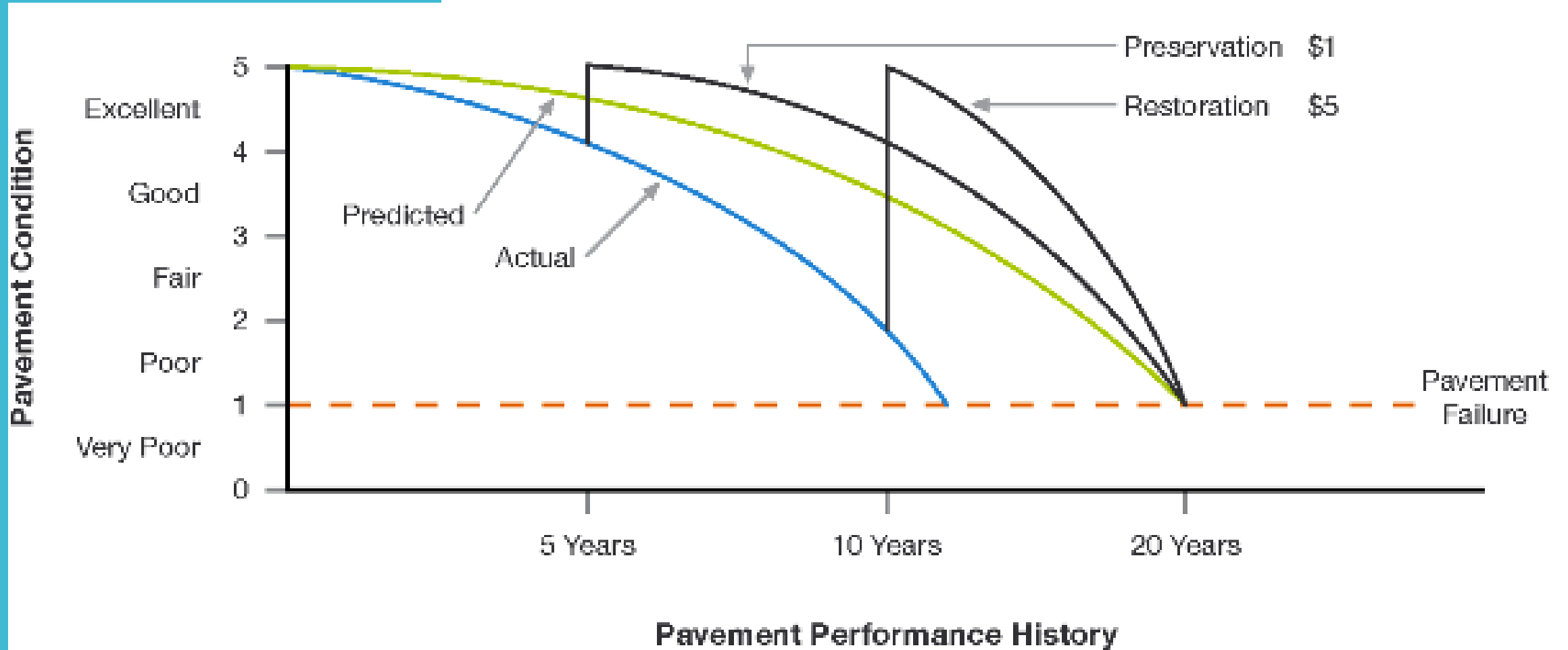
COUNCIL'S OPPORTUNITY

- Mayor Byvelds spoke about the burden of buildings and how every term of council has faced this same burden
- I see the burden as an opportunity. Investing in the buildings that are integral to the everyday activities of the residents of South Dundas.
- Set the standard for municipalities throughout S.D.&G.
- Make the hard decision for the betterment of all residents. Back the difficult decision with data and planning.
- Leave a legacy that represents the promises and expectations of your tenure as Council.

CHANGE

Responses to Transitions

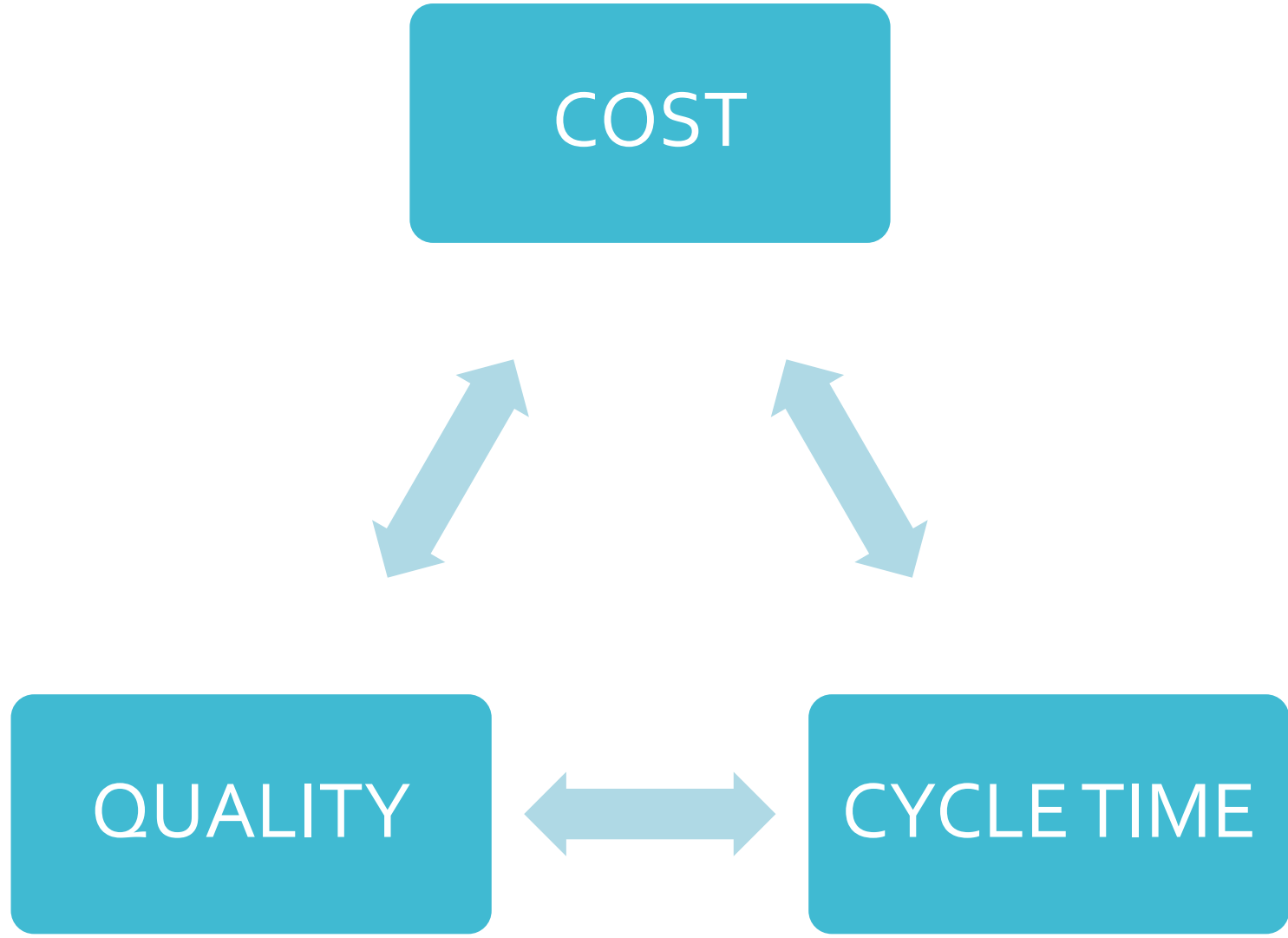




Trade-Off Analysis

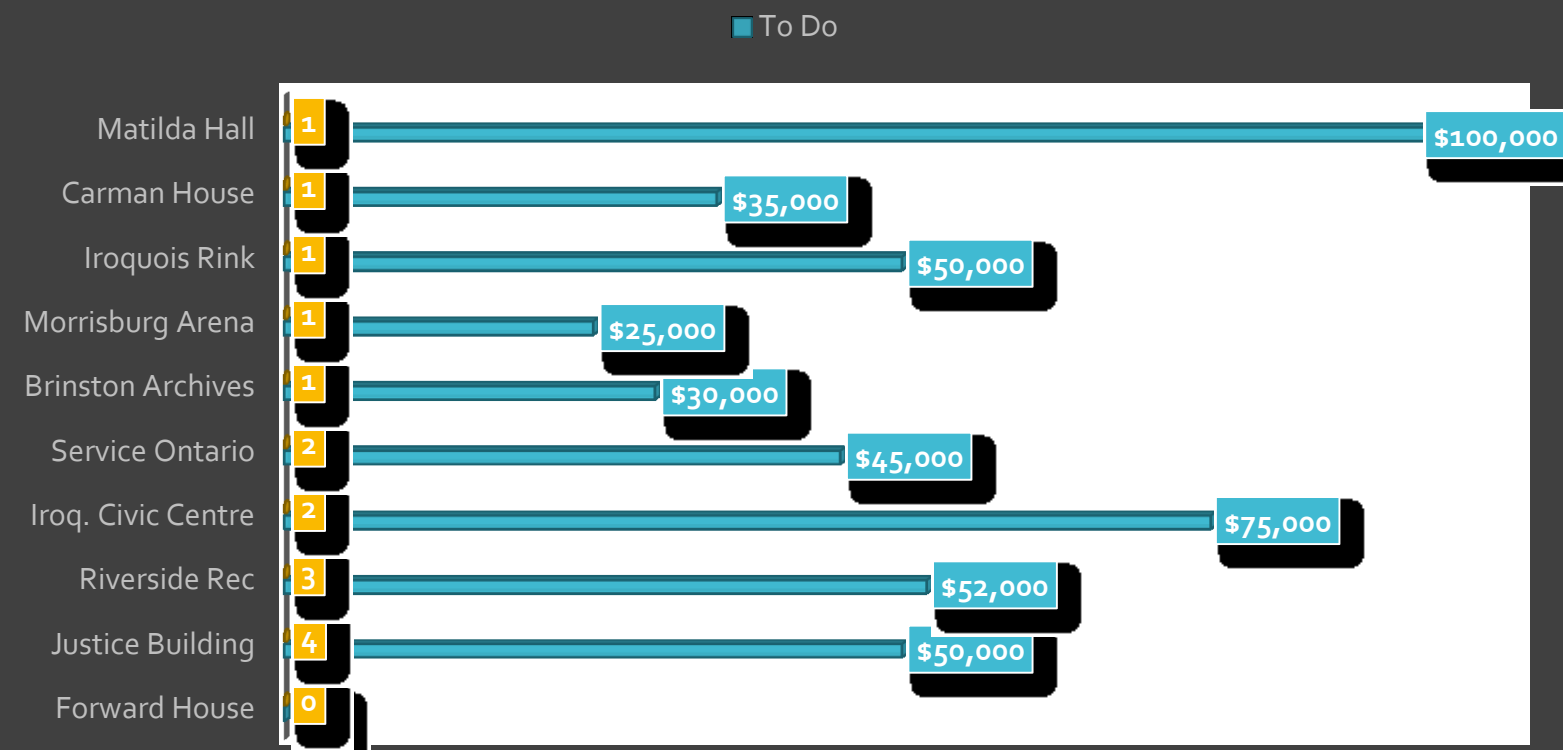
- A way to consider alternative resource allocations
- Involves testing the consequences (and risk) of shifting funding from one program, service or alternative to another and making a judgement as to which resource allocation option is the most favourable.
- When you make a choice, you forfeit another choice. In other words, you are trading off something for another.
- In trade-off analysis, one has to define what is acceptable for trading off with and what are the limits of acceptance

Trade-Offs



FACILITY WORK SCHEDULE

ESTIMATES AND PRIORITIES



	Forward House	Justice Building	Riverside Rec	Iroq. Civic Centre	Service Ontario	Brinston Archives	Morrisburg Arena	Iroquois Rink	Carman House	Matilda Hall
Year	0	4	3	2	2	1	1	1	1	1
To Do	\$0	\$50,000	\$52,000	\$75,000	\$45,000	\$30,000	\$25,000	\$50,000	\$35,000	\$100,000

TOTAL
ESTIMATE OF
PROPOSED
PROJECTS

\$427,000 +

Next Steps

- Evaluate Current Data
- Discussion of Council's ideas, vision.
- Discussion of questions received from Council
- Discuss direction of Council at next appropriate Council Meeting

DAYS OF USE PER MONTH												
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
MATILDA HALL	22	19	21	20	22	7	1	2	5	20	23	13
IROQUOIS CIVIC CENTRE	18	19	17	18	19	19	13	16	12	20	20	14
RIVERSIDE REC	12	18	15	18	11	12	8	7				
DUNBAR REC	5	7	8	8	4	2	2	3				

	WORK TO BE COMPLETED	ESTIMATED COST	RECOMMENDATION
MATILDA HALL	Renovate Bathrooms. Replace windows, flooring, paint	\$100,000	Year 1 of 4 year plan
CARMAN HOUSE	Complete renovations to upstairs apartment	\$35,000	To be completed early 2019
IROQUOIS RINK	Direction Provided at December 4th Council Meeting.		Completed by Fall 2019
MORRISBURG ARENA	Replace/renovate stairs or investigate potential of new entrance into arena. Replace Zamboni Room floor. Switch to	\$40,000	Year 1 & 2 of 4 year plan
BRINSTON ARCHIVES	Tear down building and landscape area to improve curb appeal of park	\$30,000	Year 1 of 4 year plan
SERVICE ONTARIO	Renovate Bathrooms. Pointing and brick work	\$45,000	Year 2 of 4 year plan
IROQUOIS CIVIC CENTRE	Replace flooring, ceiling. Renovate bathrooms and stage. Paint hall and meeting room.	\$75,000	Year 2 of 4 year plan
RIVERSIDE REC	Replace windows on all levels, upstairs flooring and all doors. Paint	\$62,000	Year 3 of 4 year plan
JUSTICE BUILDING	Renovate Court Room and Bathrooms for barrier free accessibility	\$50,000	Year 4 of 4 year plan
FORWARD HOUSE			
		\$437,000	