



COMMITTEE OF THE WHOLE

Tuesday, February 20, 2018

7:00 p.m.

Council Chambers

360 Dibble St. W.

Prescott, Ontario

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Pages

1. CALL TO ORDER

*Chaired by Mayor Brett Todd*

2. APPROVAL OF AGENDA

**Suggested Motion**

*"THAT the agenda be adopted as presented."*

3. DECLARATIONS OF INTEREST

4. PRESENTATIONS

5. DELEGATIONS

5.1 Bonnie Pidgeon Cougler - South Grenville Chamber of Commerce 125th Anniversary Celebration

6. COMMUNITY AND PROTECTIVE SERVICES

*Chaired by Councillor Leanne Burton*

7. FINANCE & CORPORATE SERVICES

*Chaired by Councillor Teresa Jansman*

7.1 Staff Report 05-2018 - Water Tower Repairs and Replacement Planning

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### **Suggested Motion**

*"THAT Committee of the Whole recommend that Council:*

- 1. Direct staff to address high risk health a safety related deficiencies at the water tower in 2018 to be funded by water reserves.*
- 2. Direct staff to engage the Town's engineers in the planning process for the replacement of the water tower within the next 5 years. This includes, but is not limited to: possible site reviews, preliminary designs, and determination of the necessary changes to the infrastructure required to service a new water tower.*
- 3. Direct staff to explore all available funding and grant opportunities to ease the requirement to use reserves and debt to fund the cost of a new water tower."*

## **7.2 Staff Report 06-2018 - Arena Repairs and Replacement Planning**

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### **Suggested Motion**

*"THAT Committee of the Whole recommend that Council:*

- 1. Direct staff to address health and safety related deficiencies at the Leo Boivin Community Centre in 2018 to be funded by the Community Centre and Infrastructure Reserves.*
- 2. Direct staff to engage the Town's' engineers in the planning process for the replacement of the arena within the next 5 years. This includes, but not limited to: possible site reviews and preliminary designs.*
- 3. Direct staff to explore all available funding and grant opportunities to ease the requirement to use reserves and debt to fund the cost of a new arena. The securing of a funding partner is imperative to being able to move forward with this project."*

## **7.3 Staff Report 07-2018 - Brockville General Hospital Phase II Redevelopment Project Funding**

7

### **Suggested Motion**

*"THAT Committee of the Whole provide staff with an amount they wish to be included in the 2018 budget to respond to the request for funding made by the Brockville General Hospital and Brockville and District Hospital Foundation for the Phase II Redevelopment Project."*

**8. TOURISM & HERITAGE**

*Chaired by Councillor Fraser Laschinger*

**9. TRANSPORTATION & ENVIRONMENTAL SERVICES**

*Chaired by Councillor Lee McConnell*

**10. PLANNING**

*Chaired by Councillor Mike Ostrander*

**11. ECONOMIC DEVELOPMENT**

*Chaired by Councillor Ray Young*

**12. NEW BUSINESS**

12.1 Action Item List

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**13. PERIOD FOR MEDIA QUESTIONS**

**14. CLOSED SESSION**

**15. RISE AND REPORT**

**16. ADJOURNMENT**

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		Date Req'd
Information Purposes		
Policy / Action Req'd	X	Feb 26 '18
Strategic Plan		

# STAFF REPORT COMMITTEE OF THE WHOLE

Report No. 05-2018

February 20, 2018

From: Matthew Armstrong, Treasurer

RE: Water Tower Repairs and Replacement Planning

**Recommendation:**

That Committee of the Whole recommend that Council:

1. Direct staff to address high risk health a safety related deficiencies at the water tower in 2018 to be funded by water reserves.
2. Direct staff to engage the Town’s engineers in the planning process for the replacement of the water tower within the next 5 years. This includes, but is not limited to: possible site reviews, preliminary designs, and determination of the necessary changes to the infrastructure required to service a new water tower.
3. Direct staff to explore all available funding and grant opportunities to ease the requirement to use reserves and debt to fund the cost of a new water tower.

**Background:**

As part of asset management planning, the Town undertook a review of all Town owned buildings and facilities. The water tower was inspected by Landmark Municipal Services retained by EVB engineering as they specialize in this type of inspection.

The recommendation is that the Town plan to replace the water tower within the next 5 years as it is reaching the end of its life.



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**Analysis:**

The report provided an estimate of \$2,130,000 to replace the existing water tower, \$300,000 for demolition of the current water tower, plus the cost of land if required, and changes to the underground infrastructure to service the new tank location is required. In total, an estimate of \$3,000,000 - \$3,500,000 is being used for planning purposes.

**Alternatives:**

Alternatively, the identified deficiencies can be addressed, but will not extend the life of the water tower past the estimated 5 year time frame.

The capital cost and total lifecycle costs of repairing / refurbishing the existing tank is roughly the same as replacing it with a new, larger and more efficient tank. A new tank will be sized to allow for future growth, avoiding the large future cost of system capacity upgrades (a new elevated tank in future).

**Financial Implications:**

There are three sources of funds the Town can explore to fund the replacement of the water tower:

- Available funding and grant opportunities
- Reserve Funds
- Debt

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Below is an estimate of reserves available for the replacement of the water tower.

	2018	2019	2020	2021	2022
Beginning Balance	3,879,045	3,052,837	3,274,629	1,963,421	2,150,213
Additions to Reserves	221,792	221,792	221,792	221,792	221,792
Less: Water Capital	(268,000)	-	(53,000)	(35,000)	(88,000)
Linda Street & Place	(780,000)	-	-	-	-
Dibble Street East	-	-	(1,480,000)	-	-
Park Street East	-	-	-	-	(\$980,000)
Ending Balance	3,052,837	3,274,629	1,963,421	2,150,213	1,304,005
Increase / (Decrease)	(826,208)	221,792	(1,311,208)	186,792	(846,208)
Cumulative	(826,208)	(604,416)	(1,915,624)	(1,728,832)	(2,575,040)

Based on the above analysis, unless additional transfers are made to reserves for water and wastewater projects, the reserve will decrease substantially over the next 5 years as they are used to support water and sewer replacements every two years.

**Attachments:**

None



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Pierre Mercier  
Chief Administrative Officer

*Original signed by*

\_\_\_\_\_  
Matthew Armstrong  
Treasurer



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# STAFF REPORT COMMITTEE OF THE WHOLE

Report No. 06-2018

February 20, 2018

From: Matthew Armstrong, Treasurer

RE: Arena Repairs and Replacement Planning

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**Recommendation:**

That Committee of the Whole recommend that Council:

1. Direct staff to address health and safety related deficiencies at the Leo Boivin Community Centre in 2018 to be funded by the Community Centre and Infrastructure Reserves.
2. Direct staff to engage the Town's' engineers in the planning process for the replacement of the arena within the next 5 years. This includes, but not limited to: possible site reviews and preliminary designs.
3. Direct staff to explore all available funding and grant opportunities to ease the requirement to use reserves and debt to fund the cost of a new arena. The securing of a funding partner is imperative to being able to move forward with this project.

**Background:**

As part of asset management planning, the Town undertook a review of all Town owned buildings and facilities. The Leo Boivin Community Centre was inspected by EVB Engineering.

The review identified the existence of mold and significant structural deficiencies in the building. The overall condition of the building and its age led to the conclusion that there is less than 10 years of life left in the building being used as an ice rink.



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**Analysis:**

The building assessment report identified a number of deficiencies in the building that need to be addressed. Even after all of the deficiencies are addressed, the building has less than 10 years of life as an ice rink.

The total cost to address the deficiencies is estimated to be \$646,500 over the next five years (\$586,000 in 2018, \$47,750 in 2019-2020, and \$12,750 in 2021-2022). It is reasonable to assume that as the building continues to age and deteriorate, more deficiencies will arise that will need to be addressed. As such, it is recommended to undertake a building condition assessment every two years.

If the arena is set to be replaced in a mid-range timeframe of 5 years (2023), not all of the deficiencies identified need to be addressed, but will instead result in limiting access to those areas. The Town would address the deficiencies that pose a health and safety risk to the employees, users, and the public. Using this scenario, the Town would replace the roof insulation to remove the mold, address the bleachers and guardrails to ensure user and public safety, and other health a safety deficiencies. This is estimated to cost \$350,000 to \$450,000.

**Alternatives:**

Alternatively, all of the identified deficiencies can be addressed, but this will not extend the remaining life of the building which is estimated to be less than 10 years.



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**Financial Implications:**

The 2018 budget intends to increase the yearly transfer to the Community Centre reserve to \$235,000. The Community Centre Reserve along with the Infrastructure Reserve can be used to address the planning costs and deficiency repair work to be undertaken in 2018. The estimated balance of the Community Reserve at the end of 2017 was \$95,000, while the Infrastructure Reserve was \$465,000. The Infrastructure Reserve would be replenished in 2019 by using a portion of the 2019 transfer to the Community Centre Reserve for any amounts drawn from the Infrastructure Reserve in 2018.

It is imperative that the Town secure a funding partner / source to be able to move forward with the replacement of the arena. While some debt can be taken on to replace the arena and spread the cost over years to come, there is insufficient debt capacity to replace the entire arena on our own. A new arena could be as much as 30%-40% of the Town's debt capacity and would hamper the Town's ability to address project needs for 25 to 30 years into the future.

**Attachments:**

None




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Pierre Mercier  
Chief Administrative Officer

*Original signed by*

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Matthew Armstrong  
Treasurer



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# STAFF REPORT COMMITTEE OF THE WHOLE

Report No. 07-2018

February 20, 2018

From: Matthew Armstrong, Treasurer

RE: Brockville General Hospital Phase II Redevelopment Project Funding

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## Recommendation:

That Committee of the Whole provide staff with an amount they wish to be included in the 2018 budget to respond to the request for funding made by the Brockville General Hospital and Brockville and District Hospital Foundation for the Phase II Redevelopment Project.

## Background:

On February 5, 2018, the Brockville General Hospital and the Brockville and District Hospital Foundation gave a presentation to the Town of Prescott Committee of the Whole to provide an overview of the Phase II Redevelopment Project scope and timelines, the healthcare and economic benefits of the project, and the Foundation's commitment and proposed local approach to address the Community Share.

The expansion will be approximately 190,000 square feet, which will double the size of the current Charles Street facility. This will incorporate new provincial healthcare standards for hospital design and environmentally friendly building components. The new wing will contain 93 beds, increasing the total bed count of Brockville General Hospital by 22. This will consolidate hospital service currently split between two sites to one. The services being addressed in this project include Acute Mental Health and Addictions, Complex Continuing Care, Inpatient Rehabilitation, and Palliative Care.

Prescott accounts for approximately 11% of the total annual emergency visits and inpatient cases at Brockville General Hospital.



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**Analysis:**

The total local share of the project is estimated to be \$18,500,000, of which the Brockville and District Hospital Foundation has committed \$10,000,000. This leaves \$8,500,000 to be raised. The request for funding from the Town of Prescott is \$935,000 which represents 11% of the \$8,500,000. The city of Brockville has been asked for \$4,760,000 which represents 56% and the United Counties of Leeds Grenville has been asked for \$2,125,000 which represents 25% of the \$8,500,000. Approximately 7% of the hospital usage is from residents of municipalities outside Leeds & Grenville.

With a commitment of \$10,000,000 the Brockville and District Hospital Foundation will be left with \$9,640,000 in deferred contributions and Restricted Funds, \$1,250,000 in annual allocations for Brockville General Hospital Equipment, Palliative Care Program and Brockville Cardiovascular Program Support, and an annual Operating Budget Allocation of \$360,000.

The model of requesting funding from municipalities is being used to address donor fatigue, reduce the impact on other local charities, and avoid non-shareable fund-raising costs.

The economic benefits to the community and Leeds & Grenville area are substantial and requires a significant commitment to achieve what is believed to be the largest community capital project in this area.

**Alternatives:**

- Provide \$935,000 in funding payable in 2020
- Provide a different amount of funding payable in 2020
- Provide a different amount of funding payable over a period longer than three years
- Provide no funding



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**Financial Implications:**

Municipality	Request	% of Annual Property Taxes (2016)	Effect of 1% Property Tax Increase (2016)
Town of Prescott	\$935,000	18.4%	\$50,700
City of Brockville	\$4,760,000	14.1%	\$337,500
United Counties Leeds Grenville	\$2,125,000	5.8%	\$363,300

**Attachments:**

None

\_\_\_\_\_  
 Pierre Mercier  
 Chief Administrative Officer

*Original signed by*

\_\_\_\_\_  
 Matthew Armstrong  
 Treasurer

**ACTION ITEM LIST – FROM JANUARY 2017**

<b>Date</b>	<b>Department</b>	<b>Item &amp; Action</b>	<b>Status</b>
Prior to January 2017	Finance	RFPs for Building Services, Banking and Audit Services	Cleaning Tender, Building Services, Audit Services complete.
Prior to January 2017	Operations	Lighthouse Staircase – Safety Cost to Repair – staff report	Complete
Prior to January 2017	HR	Employee Policies (banked hours, sick days, carryover, further education, etc.)	In progress
January 9, 2017	CAO	Schedule an Economic Development Session & Review of Strategic Plan	In progress
January 9, 2017	CAO	Parks and Rec Master Plan RFP	In progress
January 16, 2017	Clerk's	Report on Use of Ranked Ballots in the 2018 Municipal Election	2019
January 16, 2017	Clerk's	<i>Municipal Elections Act</i> amendments – Information Report (stated in Ranked Ballot report)	In progress
January 23, 2017	CAO/Operations	Report and resolution of support re: Municipal Fire Service as Critical Infrastructure as part of the Province's Infrastructure Strategy	In progress

<b>Date</b>	<b>Department</b>	<b>Item &amp; Action</b>	<b>Status</b>
January 23, 2017	Finance	Report on Property Taxation for Railway Right-of-ways	In progress
February 13, 2017	Operations	Additional Clock Tower Repairs	In progress
March 20, 2017	CAO	Update on Kriska ball field improvements	In progress
March 27, 2017	CAO	Contact MTO re: regulations surrounding transportation of hazardous material during inclement weather – possible resolution	In progress - meetings with MTO.
March 27, 2017	CAO/Clerk's	Regional school closures and Wellington Elementary School Update	In progress
April 3, 2017	Operations	Centennial Park Improvements	In progress
September 18, 2017	CAO	Community Improvement Plan Update	In progress
September 18, 2017	CAO	Official Plan	In progress
September 18, 2017	Operations	Traffic Light Removal	All material ordered. Spring installation.
September 18, 2017	Operations	Fire Hall Construction	In progress
September 18, 2017	Operations	Street Sign Installation	In progress - ongoing
November 20, 2017	CAO	Canadian Empress docking	In progress