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Date May 15th, 2024 **Report No.** 2024-267
To Chair and Members
Finance Committee
From Joelle Daniels
Commissioner of Corporate Services/City Treasurer

1.0 Type of Report

Consent Item
Item For Consideration

2.0 Topic **Update on Capital Projects [Financial Impact – Net Four Year Capital Impact of \$18,500,152]**

3.0 Recommendation

- A. THAT report 2024-267 regarding an update on capital projects BE RECEIVED; and
- B. THAT additional capital project funding allocations in accordance with Table-1 BE APPROVED; and
- C. THAT Council APPROVE the non-competitive procurement for the design and construction of a steel support antenna structure with Landmark Municipal Services ULC pursuant to section 4.02(e) of the Purchasing Policy and any amendments thereto to an upset limit of \$300,000; and
- D. THAT the Commissioner of Public Works and the Manager of Purchasing BE AUTHORIZED to execute an agreement with Landmark Municipal Services ULC and any amendments thereto related to the design and construction of the structure.
- E. That the necessary by-laws for debenture financing for the following projects BE PRESENTED to City Council for adoption:

- i. Mount Pleasant Road Trunk Sewer (WW-SS-015) project;
- ii. Nitrate Issue in Source Water project.

4.0 Executive Summary

The purpose of this report is to provide the Finance Committee with a status update on completed capital projects and provide some highlights of significant capital projects that were substantially completed in 2023. This report also provides an update on projects that have been closed without work being undertaken in accordance with Finance Policy 003 and to request additional funding for ten current projects as well as three new project requests. The net four year impact from project closures and requests for new funding is to the Capital Program is an increase of \$18,500,152. Finally, there is a request to approve a non-competitive award for a capital project.

5.0 Purpose and Overview

The purpose of this report is to provide the Finance Committee with a status update on completed capital projects, request additional funding for ten current projects and three new projects, approve a non-competitive award for one project. In addition, the report provides highlights of significant capital projects that were substantially completed in 2023 and provide information on projects that were closed without work being undertaken.

6.0 Background

In 2021, Council approved an updated Finance Policy 003, which contains a more rigorous purpose, and provides clear definitions and responsibilities. Finance Policy 003 sets procedures and guidelines that authorizes the Finance department to transfer any net surplus funds back to the appropriate reserve/reserve fund or to fund a net deficit that is less than 10% of the gross expenditure budget (to a maximum of \$100,000 for projects under \$1million or a maximum of \$250,000 for projects over \$1million). The updated policy also includes the authority to close projects in consultation with staff that are not deemed complete and inform Council by way of a report. Council approval must be sought for any of the following situations:

- Changes to the approved funding is needed
- The scope of the project has changed
- The gross expenditures exceed the limits outlined in Finance Policy 003

The projects included in this report have been funded from various sources including dedicated reserve or reserve funds (such as development charges or gas tax), user rates, or tax supported capital envelope dollars.

7.0 Corporate Policy Context

The recommendations in this report are in accordance with Finance Policy 003 and the City's Purchasing Policy.

8.0 Input From Other Sources

All departments with outstanding capital were asked to review their current projects status and identify items to include in this report.

9.0 Analysis

9.1 Completed Capital Projects

This report covers the time period of October 2023 to March 2024 where a total of 112 capital projects were completed across the city with an original budget value of \$55.3 Million. Of these projects, 81 were completed under budget and returning surplus funds to reserves. The remaining 31 projects were completed with variances within the limits of Finance Policy 003.

The original budget value of the projects that were completed under budget total \$43.8 million. The surplus of funds that were returned to reserves is \$6,138,391 or 14.0% of the original budget value. The original budget value of the projects that were completed over budget total \$11.5 million and required an additional \$419,352 (3.6% of original project value) to be funded from reserves.

A summary of the projects completed can be found in Appendix A.

9.2 Capital Project Highlights

In 2023, projects were completed that resulted in improved health and safety for city staff as well as the residents of Brantford. Their completion aided to reduce liability, sustain level of service, and optimize manual systems.

The following is a list of highlighted capital projects.

Mount Hope Cemetery Mausoleum Roof Repair (CM1902)

The Mount Hope Cemetery Mausoleum is an aging building that required repairs to bring it into a state of good repair. The roof of the building underwent a full assessment in 2019, and a complete replacement was recommended to address significant leaks that could compromise the structural integrity of the rest of the building. The initial intent was to just replace the roofing membrane over the existing built-up structure of the roof however upon a detailed review by a structural engineer it was determined that the entire roof structure needed to be removed. This required additional funding to the project to complete this extra work and additional funding was secured as part of the 2023 capital budget process. Once extra funds were available the design and specifications were prepared for tender and award to the successful contractor. The entire existing built-up structure of the roof was removed along with the removal and replacement of deteriorated bricks at the top of the parapet walls. The new roofing membrane was installed on top of the roof structure, and the project was completed in March 2024 for a total project cost of \$398,642 including all design, construction, and required soft costs. The project was successfully executed within the available budget and within the expected schedule establish for the project.

Drainage Channel Review & Assessment (WK2104, ST2205)

The City oversees a network of drainage channels in urban and rural regions to ensure proper stormwater flow from public and private properties. Recent inspections by City staff identified issues in channels near Dunsdon St, Glenwood Dr., and Riva Ridge, prompting the need for enhanced condition assessments. GHD Limited was contracted to conduct the assessment, which began in August 2022 and concluded in the Fall of 2023. In addition to the initial areas, GHD also evaluated a channel behind Fox Run at the request of council members. A geotechnical investigation involving drilling was carried out in the winter of 2023, with a particular challenge faced during the assessment of Riva Ridge due to the use of a large drilling rig on private property. Effective communication and planning led to a successful sample collection in a private residence's backyard to aid in the assessment. The assessment report, along with erosion plans, was received in the fall of 2023 after review and feedback from the Six Nations CAP team. These findings will serve as a roadmap for the future restoration and maintenance of the identified areas.

Echo Place Neighbourhood Traffic Review Implementation (TF2307)

Working with Ward 5 Councillors, Traffic Services staff developed a Neighbourhood Traffic Management Plan in 2022. The first public meeting was held in January 2022 to solicit roadway safety comments from residents in the Echo Place Neighbourhood. A traffic safety plan was developed that recommended various forms of traffic calming and traffic control changes through report No. 2022-172. The traffic plan addressed many of the resident concerns and creates a safer neighbourhood environment that promotes active and healthy living for all road users. This project was significant because it led to the development of a standard neighbourhood traffic review process that continues to be used to implement roadway safety improvements in other City neighbourhoods.

Division Street, Seventh Avenue, Whitehead Street and Fifth Avenue – Reconstruction (WD2106, RD2101, SW2101, WD2101)

Division Street (Eighth Avenue to Fifth Avenue), Seventh Avenue (Whitehead Street to Lida Street), Whitehead Street (Seventh Avenue to Fifth Avenue), and Fifth Avenue (Whitehead Street to Division Street) was a road, sewer, and watermain reconstruction project with construction commencing in March 2023. Throughout the design process, challenges were identified as a storm sewer flow split required adjustment to meet Master Servicing Plan recommendations for the redirection of storm water. This was to alleviate capacity constraints on the downstream storm sewer system and required significant infrastructure upgrades to accomplish the recommendation. While the initial scope of work was a state of good repair project, the identification and implementation of the Master Servicing Plan recommendation executed two (2) purposes at once to effectively utilize project funding.

The project construction commenced in March 2023 and was Substantially Performed November 2023. The storm sewer flow split adjustment was successfully implemented despite numerous challenges encountered prior to, and during construction. These challenges included a reconstruction project covering numerous roads with large infrastructure that required budget pre-approval, early tendering, and an early construction start to complete the project within one (1) construction season, as well as high ground water levels that were not observed in the preliminary investigations within the Fifth Avenue and Seventh Avenue right-of-way resulting in sewer installation delays that were mitigated by the contractor

through the mobilization of multiple sewer crews. Despite these challenges, the project was Substantially Performed on schedule and on budget with a total cost of \$3,189,083.

9.3 Grant Funding Update

Staff is consistently seeking out opportunities to partner with other levels of government to support capital projects and ensure they can be delivered sustainably and responsibly, especially in times of increasing inflation. Obtaining Federal and Provincial funding allows staff to return the unused funds from capital accounts to the reserves from which they came or account for increased construction costs due to inflation and promote more sustainable funding options.

Since 2022, funding totaling approximately \$6 million was approved from Federal and Provincial organizations to deliver Public Works projects. Funding received has resulted in visible improvements across the City since 2023 including \$500,000 from the Ontario Trillium Foundation to complete lighting upgrades at Steve Brown Sports Complex, \$335,000 from the Federal Economic Development Agency for Southern Ontario to rehabilitate and replace equipment at three neighbourhood parks, over \$3 million to renovate the Woodman Community Centre Pool and playground, \$800,000 to rehabilitate and enhance the trail network at Powerline Road and Wayne Gretzky Parkway and realign the trail at D'Aubigny Creek for safety, and \$450,000 to realign the Lorne Bridge Trail.

Other notable projects that have received funding and helped the City with completing plans and studies to improve public infrastructure, include \$50,000 to complete the Active Transportation Master Plan, \$600,000 to install infrastructure to support flood preparedness, \$190,000 to identify improvements needed at the three arenas to provide energy and cost savings to the City. The City also leveraged funding to address issues highlighted in the Trail Safety Audit and to fund clean-up efforts in the City to address litter.

From applications that have been submitted since 2023 and where decisions are pending, Public Works could receive up to \$50 million in funding for projects that include construction of the new Brant's Crossing Bridge, infrastructure improvements in the downtown core to support placemaking, electric vehicle chargers at City facilities, infrastructure to support growth in the City's north lands, transition to electric buses, and others.

9.4 Capital Projects Closed and Not Undertaken

Most capital projects take more than one year to complete. Section 4.1.3 of Finance Policy 003 states that the Treasurer has the authority to close Capital Projects that have had no financial activity for a period of 18 months. This section continues to state that these projects can be re-introduced in a future capital budget and that in the event the original project work was not undertaken; these projects will be included in a financial report.

Upon review all projects that have had no spending for the last 18 months, 9 projects were identified by staff to be closed due to resourcing issues and re-introduced in a future capital budget or no longer being required. As a result, \$4,921,522 is being returned to reserves, and \$3,683,363 of debt capacity has been freed up.

Further, staff did a detailed review of their 2023 projects, and from that review three projects were identified by staff to be closed as they were no longer being required, resulting in \$523,924 being returned to reserves.

A summary of the projects that were closed can be found in Appendix B.

9.5 Capital Projects Requiring Additional/Updated Funding

Most capital projects take more than one year to complete. For the purposes of this report, departments were asked to review all open capital projects and identify those that required direction from Council. The following projects, for several reasons, require additional funding beyond staff's authority under Finance Policy 003 or an update to the funding source.

9.5.1 Capital projects related to Housing-Enabling Water System Fund (HEWSF) grant

The Housing-Enabling Water Systems Fund was designed by the Province of Ontario to provide municipalities with the resources they need to construct critical water infrastructure required to enable growth and achieve the Province's goal of building at least 1.5 million homes by 2031. Through this grant, municipalities may apply to the Province to receive funding of up to 73% of eligible project costs to a maximum of \$35,000,000. The City of Brantford submitted an application requesting approval of \$35,000,000 to support four (4) key projects to support growth in the City's Water Pressure District 2/3, as follows: King George North Elevated Tank, Tollgate Pumping Station &

Reservoir Upgrades, Wayne Gretzky Pump Station Upgrades and King George Road Watermain Upgrades. The first three projects require an increase to the project budget as follows:

9.5.1.1 WT2103 – King George North Elevated Tank

Identified by the Master Servicing Plan (MSP), a new Elevated Water Storage Tank (ET) will be constructed at 460 King George Road to support continued service and growth in Pressure District 2/3, including the Northern Boundary Expansion area (i.e. Powerline West, Powerline Central, Powerline East and Lynden Garden Block Plans). Funding for this project was previously approved through the 2020 and 2024 Estimates Committees in the total amount of \$22,625,000. The previous funding request was based on the MSP estimate in 2020. To support the Housing-Enabling Water System Fund grant application, an updated cost estimate was prepared. The updated estimated value of the project is \$25,170,000. If approved for the grant, the Province will contribute \$16,648,359.05 toward this project, with the balance funded through Development Charges and Water Rates. Staff recommend an increase to the project funding in the amount of \$2,545,000.

9.5.1.2 WT2402 – Tollgate Pumping Station & Reservoir Upgrades

Identified by the Master Servicing Plan (MSP), upgrades to the Tollgate Pumping Station and Reservoir, located at 106 Tollgate Road, will be undertaken to support the new Elevated Water Storage Tank (ET) in Pressure District 2/3. Funding for this project was previously approved through the 2024 Estimates Committee in the amount of \$7,425,000. The previous funding request was based on the MSP estimate in 2020. To support the Housing-Enabling Water System Fund grant application, an updated cost estimate was prepared. The updated estimated value of the project is \$11,130,400. If approved for the grant, the Province will contribute \$6,452,049.39 toward this project, with the balance funded through Development Charges and Water Rates. Staff recommend an increase to the project funding in the amount of \$3,705,400.

9.5.1.3 2026/2027 – Wayne Gretzky Pump Station Upgrades

Identified by the Master Servicing Plan (MSP), upgrades to the Wayne Gretzky Pumping Station and Reservoir, located at 310 Campbell Street, will be undertaken to support the new Elevated Water Storage Tank (ET) in Pressure District 2/3. Funding for this project was previously approved through the 2024 Estimates Committee in the amount of \$6,497,000. The previous funding request was based on the MSP estimate in 2020. To support the Housing-Enabling Water System Fund grant application, an updated cost estimate was prepared. The updated estimated value of the project is \$9,754,600. The previous budget

for this project was approved to be funded over two (2) years, 2026 and 2027. To qualify for the grant funding, the project must be completed before the Province's deadline of March 31, 2027. If approved for the grant, the Province will contribute \$7,362,053.86 toward this project, with the balance funded through Development Charges and Water Rates. To meet this strict deadline, Staff recommend the approved funding for this project be moved from 2026 and 2027 to 2024 and 2025 and further recommend an increase to the project funding in the amount of \$3,257,600.

Should the City be successful in obtaining the HEWSF grants, surplus funding will be returned to the original funding sources where it will be available for future priority projects.

9.5.2 WT2407 – SCADA Lifecycle Asset Replacements- Cybersecurity

The City's Supervisory Control and Data Acquisition (SCADA) systems control, monitor, and analyze Water and Wastewater Treatment Plant and Pumping Station processes and devices. The SCADA system consists of both software and hardware components, enables automation and gathers data from the process equipment. The SCADA system is the backbone of the Water and Wastewater treatment operations. Environmental Services maintains and manages upgrades to the software and hardware components that keep the SCADA system running utilizing the 'SCADA Lifecycle Asset Replacements' program. Following a third-party assessment of the SCADA network in 2022, staff began researching replacement hardware and software in collaboration with Corporate Information Technology Department staff to better fortify the SCADA system against unauthorized use and network intrusion. As staff research was still ongoing at the time of budget preparation for the 2024 Estimates Committee cycle, an accurate estimate of the funding needed to upgrade hardware and software and develop supporting policies and protocols was not available. In February of 2024, staff concluded their research and determined an increase in funding for the Program in 2024 is required in the amount of \$320,000 and out of which 50% (\$160,000) of the funding will be paid from Water Treatment Reserve and the remaining 50% (\$160,000) of the funding will be paid from Wastewater Treatment Reserve.

9.5.3 CP2201 – EA Municipal Services Northwest Brantford

The EA for Municipal Services – Northwest Brantford, is the municipal class Environmental Assessment (EA) supporting the planning and decision making to

service growth and development in the Northern Boundary Lands. Currently, this project has Canada Community Building Funding (CCBF), however, EA funding is only eligible along with the actual construction, which is not slated for a significantly longer timeline. As such, staff is recommending updating the funding for this project in the amount of \$182,295 from CCBF (RF0446) to Capital Funding Envelope (RF0556). There is no financial impact to the project.

9.5.4 PK2207 – River Access Launch – Ballantyne/D’Aubigny

This project is intended to improve open space and boat launch at D’Aubigny Creek Park. The objective is to create safe, convenient, and sustainable access to the Grand River for passive and active recreational activities. The proposed plan will include a new Paved parking area, a new Concrete Boat launch for Canoes and Kayaks into the Grand River, a Picnic / Unloading area, New Information Kiosks, and a bank stabilization treatment to increase the usable area.

Additional design and construction funding of \$220,000 will be required to fund changes to the scope of work. These changes include.

- Widened site entrance to address anticipated increase in pedestrian/cyclist/vehicle traffic.
- Parking lot surface will be changed from gravel to asphalt to create more organized parking control as well as a more stable and accessible base of the parking lot that will be more resilient to potential flooding or high water.
- Slope along Grand River will be stabilized with a vegetated buttress treatment as opposed to a retaining wall. This change was due to feedback from the GRCA and the Environmental Consultants for long-term stabilization as well as improved environmental benefits and treatment in a floodplain.

9.5.5 PK2402 – Robert Moore Park

The relocation of the Robert Moore Park to 22 Sydenham Street was approved through the 2024 Estimates Committee and was included in the 2024 Capital Budget. The new park will include a series of modern park amenities, including a new splash pad, playground structures, paved trails, half-court basketball, and a community garden to meet the needs of the current and future neighborhood.

Upon direction from Council, it was requested to accommodate the installation of a medium-sized splash pad (estimated at \$650,000) rather than the small splash pad (estimated at \$500,000) as previously approved by the Council. To move forward with this direction an additional \$150,000 funds is required to increase the size of the splash pad. The Medium splash pad will be more suitable for Robert Moore Park considering the current and future size of the neighborhood population.

9.5.6 FD2407 – Fire Station 1 Female Washroom & Captain’s Office Renovation

Fire Station #1 located at 60 Clarence St. was built in 2000. The female washroom/change room was not originally designed to accommodate the number of female firefighters now working at the Brantford Fire Department. The current washroom/change room must be expanded to allow for more lockers and accessible showers to accommodate our growing diverse workforce.

Additionally, the former Communications Center was relocated to a newly renovated and modern center upstairs at station 1. This will allow the Department to renovate the former Communication Center into two Officer’s offices to better utilize existing space and to meet the department’s current needs.

Council approved this \$60,000 capital project during the estimates process. Construction costs continue to experience increases year over year combined with long lead times for materials and equipment. This increase also includes greater than expected design fees from consultants. Staff are recommending an increase of \$25,000 to cover these additional costs.

9.5.7 WW2302 - Mount Pleasant Road Trunk Sewer

The Mount Pleasant Road Watermain Upgrade, Conklin Road Watermain Upgrade, Mount Pleasant Road Trunk Sewer Installation & Upgrades, and Mount Pleasant Road Reconstruction are various Capital Projects in the Tutela Heights Area. These Capital Projects were initiated based on recommendations within the Water and Wastewater Master Servicing Plans to complete the following:

- Installation of a trunk sanitary sewer on Mount Pleasant Road (between Gilkison St. and Mount Pleasant Rd.) and Gilkison St. (between Edge St. and Mount Pleasant Rd.)

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- Installation of a watermain on Mount Pleasant Road (between Beckett Dr. and Conklin Rd.), and Conklin Rd. (between Gillespie Dr. and Mount Pleasant Road).

In July 2023, the City obtained a Consultant and initiated the design for the whole project. As the preliminary and detailed design progressed, the methodology for the construction of the proposed works and design was reviewed in relation to the site-specific information obtained during the preliminary and detailed design.

The Wastewater Master Servicing Plan Project - Mount Pleasant Road Trunk Sewer (WW-SS-015), used to determine the original construction budget, assumed installation of the trunk sanitary sewer infrastructure using open-cut installation methods. Following a detailed review of the project constraints identified by the City's consultant, it became apparent that vehicular traffic will not be able to be maintained on Mount Pleasant Road using open-cut installation methods as initially anticipated due to the depth, location, and size of the proposed infrastructure, and the location of existing infrastructure. Further review confirmed that tunneling would be necessary to maintain vehicular traffic, provide a trunk sanitary sewer deep enough to service properties on and directly adjacent to Mount Pleasant Road, and avoid significant infrastructure impacts (e.g. gas mains, storm sewer infrastructure, hydro poles, underground conduits, etc.). Although tunneling was identified as the most optimal method of installation for the trunk sanitary sewer, the per metre construction cost is much higher than the open-cut excavation accounted for in the original construction budget approved through the 2024 Estimates Committee.

Additionally, following preliminary design, the size of the trunk sanitary sewer was increased to capture anticipated population growth from future developments. The population density increase was not accounted for in the Wastewater Master Servicing Plan Project Mount Pleasant Road Trunk Sewer (WW-SS-015) and as such a larger trunk sanitary sewer was not included in the original construction budget.

On April 22, 2024, the City received the latest 75% design package with an updated cost estimate that included the latest status of the design and more accurately captured the anticipated construction costs. The received estimate of construction cost was \$7,700,00 higher than the budget requested as part of the 2024 Estimates Committee of \$1,714,000 due to revised methodology for sewer installation (i.e. tunneling) and increased size of the proposed trunk sanitary sewer.

The construction is currently anticipated to begin at the end of the summer of 2024 and additional construction funding of \$7,700,00 is required to initiate this multi-year construction project which is scheduled to be completed by the end of 2026.

9.5.8 RD2301 – Colborne St and Dalhousie St Intersection Roundabout Construction

The Colborne St and Dalhousie St Intersection was built in the early 1990's and the last major update was completed in 2001. The intersection was primarily used for the entrance of the previous Canadian Tire Plaza as well as a safe crossing for the students that attend Pauline Johnson Collegiate.

With the new dense development currently being constructed within the area, there is a need for the intersection to undergo modifications and upgrades that will bring this intersection up to current City standards and AODA requirements. This project will include full road reconstruction at and near the intersection including watermain, sanitary, and storm sewer infrastructure replacement, and construction of a new roundabout.

The design work for this project was initiated in 2023, however, due to higher than anticipated consultant design costs and investigation costs such as geotechnical investigations and archaeological assessment, additional design funding is currently required.

Additionally, following 50% detailed design submission received on April 12th 2024, surface-level utility conflicts with telecommunication infrastructure have been identified. It will be beneficial to the project schedule to complete the utility relocations prior to the start of construction, which would result in utility relocation costs being incurred in the design as opposed to the construction phase.

Overall, to complete the design phase of this project and to account for higher than anticipated design and utility relocation costs, an additional \$50,000 of funding is required. The construction is currently scheduled for 2025 and the required construction budget will be included with the 2025 Capital Budget at the 2025 Estimates Committee.

9.6 New Capital Project Requests

9.6.1 Nitrate Issue in Source Water

As Council was informed through the 2023 Water Annual Summary Report (Report Number 2024-44), the City is observing a gradual increase in the nitrate levels in the Grand River water during the winter months. In 2023, a maximum level of 8.38 mg/l was observed during weekly testing which is nearing the provincial drinking water limit of 10 mg/l for nitrate. It is difficult to predict when nitrate levels in the Grand River water will exceed the limit as nitrate is contributed by multiple sources such as agricultural, wastewater and storm water discharges and natural breakdown of organic matter from the Grand River watershed.

The City is working with the Grand River Conservation Authority (GRCA), Ministry of Environment, Conservation and Parks (MECP) and the Brant County Health Unit (BCHU) to enhance source water protection and to improve source water quality. Since it takes considerable time to implement and observe the benefits of source water protection, it is prudent to add treatment barriers to safeguard the drinking water quality.

In the long-term, reverse osmosis treatment system is considered to remove nitrates and other emerging contaminants in the source water due to climate change and population growth in the watershed. In the interim the availability of ground water in and around the water treatment plant will be explored for blending to meet the drinking water quality standards.

The estimated cost for the ground water investigations and source protection studies is \$500,000, this work will be done under capital project WT2411-Water Treatment Plant Upgrades. Currently, this project has only received \$200,000 in funding through the 2024 Estimates process with the additional \$300,000 forecasted in 2025. Staff is requesting to bring forward the \$300,000 from 2025 to 2024 for the commencement of the studies.

From this study, if ground water source is available, further work will commence in 2025 and 2026 including: the Municipal Class EA study, wells installation, pre-treatment of ground water and installation of connection to the existing water treatment process. Capital funding of \$10 million in 2025 and \$5 million in 2026 is requested to complete the project.

9.6.2 Wilkes Dam Improvements

Wilkes Dam has been a popular location for hikers, cyclists, and nature enthusiasts for many years. Recent improvements to the Dufferin Street access road and parking lot in 2013 and the paving of the dike trail in 2018 have led to a significant increase in the number of visitors that this popular location receives from residents and visitors.

The current river viewing platform was reconstructed in 2004 and in its current configuration is lacking in aesthetic qualities, provides marginal seating opportunities, and is fully exposed lacking any protection from the elements.

The Wilkes Dam improvements are intended to incorporate design elements that will greatly enhance the user experience at this popular trailhead while adhering to the principles outlined in the Waterfront Master Plan including but not limited to;

Creating a network of natural, heritage, and recreation (passive and active) destinations.

- Establishing a strong visual identity for the entire waterfront;
- Promoting and enhancing activity and public life on the waterfront;
- Enhancing visual & physical connectivity to the waterfront;
- Providing pedestrian amenities including shelters, maps of the trail system, parking, seating, waste receptacles, and;
- Including interpretive information to identify the significance of key features and habitats along each segment of the trail system.

In their commitment to fostering improvements to The Grand River, the Brant Waterways Foundation has generously agreed to a donation of \$50,000 for physical improvements at Wilkes Dam. In order to complete the project and meet the objectives outlined in the Waterfront Master Plan, an additional \$250,000 design and construction budget will be required.

The construction of the Wilkes Dam Improvements is anticipated to start in the Fall of 2024, shortly after the completion of the rehabilitation work on the Wilkes Dam Bridge, which provides access to the Wilkes Dam lookout area. The City's intention is to limit construction impact and to complete all work in the area in one construction season.

9.6.3 City Hall Customer Service Front Counter Expansion

Customer Service staff have identified the need to expand the Customer Service Front Desk at City Hall to enhance customer satisfaction and accessibility. Currently, the desk is typically staffed by three Customer Service staff and at times, Clerks and Licensing staff, leading to congestion and inefficiency during peak hours. Moreover, in compliance with the Accessibility for Ontarians with Disabilities Act (AODA), it is essential to have an open area to cater to customers with mobility issues, which the current setup fails to adequately provide. While an accessible space is currently designated, it is often occupied by Customer Service staff due to lack of enough space. Additionally, the cramped space is not only hindering customer service but also poses ergonomic challenges for staff, as confirmed by Health and Safety assessments conducted over the last 2 years by Health and Safety staff.

Together with Facilities staff, Customer Service staff recommend knocking down the wall between the existing service counter and the adjacent office space, resulting in a more spacious and accommodating environment for both customers and staff. This expansion would not only alleviate congestion but also ensure that all customers, including those with disabilities, comfortably receive prompt service.

Furthermore, repurposing the vacated office previously designated for Planning staff customer service interactions, presents an ideal opportunity to optimize the utilization of space at City Hall and provide an additional service to residents. With Planning staff customer service now relocated to the second floor, the vacant office can be transformed into an expanded customer service area, equipped to handle increased foot traffic and inquiries. Additionally, the incorporation of a designated space to showcase City of Brantford merchandise aligns with the municipality's goal of promoting civic pride and engagement. By offering Brantford merchandise for sale at City Hall, we not only meet public demand for those customers who have asked to purchase merchandise at City Hall, but also capitalize on revenue-generating opportunities that have previously been untapped. Expanding the Customer Service Front Desk not only addresses immediate operational challenges but also aligns with broader objectives of accessibility, efficiency, and community engagement.

The budget to complete the expansion of the Customer Service Front Desk is \$125,000 with funding to be provided from the Capital Funding Envelope (RF0556)

9.7 Capital Project Non-Competitive Approval Request

9.7.1 Shellard Lane Elevated Tank – Antenna Support Structure

Environmental Services is constructing a steel support structure on top of the Shellard Lane Elevated Tank to facilitate installation of telecommunications antennae and related equipment by local cellular service providers (e.g. Bell, Rogers, Freedom Mobile, etc.). In 2023, Environmental Services developed a standard licensing agreement in consultation with the Legal Department and local service providers; established licensing and application fees through the Fees and Charges By-law; and created a program to review and approve applications to mount such devices on the City's Elevated Water Storage Tanks with the goal of improving local cellular service levels and creating a new revenue stream to fund the ongoing maintenance and continued operation of the City's water system.

Environmental Services is seeking Council approval to proceed with a non-competitive contract award to Landmark Municipal Services ULC ("Landmark") for the design and construction of the required steel support structure to a maximum amount of \$300,000 to be funded from the existing 'West Brant Water Storage Facility Construction' capital project account, WD1608. The cost of the antenna support structure installation will be recovered from the cellular service providers.

Landmark is a leading provider of engineering and construction services for elevated water storage solutions in North America. As the original designers and constructors of the Shellard Lane Elevated Tank, Landmark is uniquely positioned to design and construct the steel support structure and necessary modifications to the Elevated Tank with a distinct financial advantage to the City. Landmark is one of the only design and construction service providers in Canada with the specific skills and experience required to undertake this project and effectively have a market based monopoly. Landmark's proprietary stainless steel octagonal support structure is the industry standard for composite elevated tanks, providing the enhanced aesthetics of a centrally mounted location for antenna equipment, eliminating unsightly edge-mounted installations. Landmark's support structure design maintains the integrity of the exterior coatings and interior linings, eliminating future maintenance costs for repairs when upgrades to telecommunications equipment are required. To design a similar steel support structure and the necessary modifications to the Elevated Tank, an alternate specialized structural engineering firm would need to conduct extensive background research and site investigations to support their design,

following which a separate contract to construct would be required. Landmark already possesses the necessary information to design the Elevated Tank modifications and steel support structure and offers savings by reducing the overhead cost that would otherwise result from the layering of multiple contracts (e.g. insurance, project management, contract administration, profit, etc.).

10.0 Financial Implications

Through a review of all outstanding projects, three projects have not been undertaken and will be introduced in a future budget, nine projects were identified as requiring additional funding and one new project is being requested. Table-1 below outlines the summary of reserve transfers resulting from the recommendations as outlined in Sections 9.3, 9.4 and 9.5 of this report.

Table 1 Summary of Reserve Transfers

Reserve Description	Recommended Funding Action	Project	Project Description	2024 Impact	2025 Impact	2026 Impact	2027 Impact
Wastewater and Related (RF0540)	Additional Funding Required for Project	WW2407	SCADA Asset Replacements	\$160,000			
Water Development Charges (RF0409)	Additional Funding for Project	WT2103	King George North Elevated Tank		\$1,068,900		
ASDC Northern Settlement Area – Water (RF0417)	Additional Funding/ Adjustment to Funding Year	N/A	Wayne Gretzky Pumping Station Upgrades	\$740,658	\$5,112,102	(\$740,658)	(\$3,157,542)
	Additional Funding for Project	WT2402	Tollgate Pumping Station Upgrades		\$2,223,240		
Water and Related (RF0542)	Additional Funding for Project	WT2103	King George North Elevated Tank		\$1,476,100		
	Additional Funding for Project	WT2402	Tollgate Pumping Station Upgrades		\$1,482,160		
	Additional Funding / Adjustment to Funding Year	N/A	Wayne Gretzky Pumping Station Upgrades	\$493,772	\$3,408,068	(\$493,772)	(\$2,105,028)

Reserve Description	Recommended Funding Action	Project	Project Description	2024 Impact	2025 Impact	2026 Impact	2027 Impact
	Additional Funding for Project	WT2407	SCADA Asset Replacements	\$160,000			
	Adjustment to Funding Year	WT2411	Water Treatment Plant Upgrades	\$300,000	(\$300,000)		
Canada Community Building Fund (RF0446)	Change funding source	CP2201	EA Municipal Service NW Brantford	(\$182,295)			
Facilities Asset Management (RF0526)	Additional Funding Required for Project	FD2407	Fire Station 1 Female Washroom & Captain's Office Renovation	\$25,000			
Roads and Related (RF0537)	Additional Funding Required for Project	RD2301	Colborne St & Dalhousie St Roundabout Construction	\$50,000			
Capital Funding Envelope (RF0556)	Change Funding Source	CP2201	EA Municipal Service NW Brantford	\$182,295			
	Funding Required for New Project	NEW	Wilkes Dam	\$250,000			

Reserve Description	Recommended Funding Action	Project	Project Description	2024 Impact	2025 Impact	2026 Impact	2027 Impact
	Additional Funding Required for Project	PK2402	Robert Moore Park	\$150,000			
	Additional Funding Required for Project	PK2207	River Access Launch-Ballantyne/D'Aubigny	\$220,000			
	Funding Required for New Project	NEW	Customer Service Front Counter Expansion	\$125,000			
Funds Returned from Capital Projects		See Appendix A/B for details		(\$11,164,485)			
Total Funds Transferred From/ (To) Reserves				(\$8,490,055)	\$14,470,570	(\$1,234,430)	(\$5,262,570)

In addition to reserve transfers this report is requesting two debentures. The first is for \$7,700,000 for the Mount Pleasant Road Trunk Sewer of growth-related debentures which will be serviced through future Development Charge receipts. The second is for \$15,000,000 for the Nitrate Issue in Source Water project in user-rate supported debentures which will be serviced from future water revenues. The debenture requirements for these projects is partially offset from the closure of Greenwich Mohawk Brownfield Remediation project noted in Appendix B of \$3,683,363. This net debenture impact is \$19,016,637.

11.0 Climate and Environmental Implications

There are no climate and environmental implications associated with this report.

12.0 Conclusion

The status of selected completed and outstanding capital projects that meet the criteria established have been provided in this report and additional funding is requested for ten projects and three new projects.



Joelle Daniels
Commissioner of Corporate Services/City Treasurer

Prepared By:

Lucas Cracknell, Senior Financial Analyst

Attachments

Appendix A – Completed Projects from October 2023 to March 2024

Appendix B – Projects with No Spending 18 months or No Longer Required

Copy to:

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required yes no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk yes no

Is the necessary by-law or agreement being sent concurrently to Council?

yes no