

TOWNSHIP OF ADMASTON/BROMLEY
OPERATIONS COMMITTEE

AGENDA

March 9th, 2022

At 1:00 pm

1. Call meeting to order
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Adoption of Minutes – February 9, 2022
5. [Calcium Report](#)
 - I. [Gravel Roads for Calcium](#)
6. [Compactor Truck Report](#)
7. [Township Garages Roof Report](#)
8. Draft 2022 Public Works Budget
 - I. [Draft Budget](#)
 - II. [Capital Financing](#)
 - III. [Reserve Allocation for Capital](#)
9. Next meeting – to be determined
10. Adjournment

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: March 9, 2022
To: Operations Committee
From: Jennifer Charkavi
Re: Calcium

Background:

As Committee is aware there were discussions on increasing the amount of calcium on our roads for 2022. Attached to this report is a list of identified roads that require calcium.

Discussion:

At this time there is only one company in Renfrew County supplying calcium and their prices are reasonable. Staff is seeking direction on how many roads Committee would like to have calcium applied to.

Calcium is not cheap, however, with its use less grading is required, roads are more stable and their structure lasts longer, requiring less maintenance, which in the long run is a cost savings.

Financial Implications:

The cost of \$_____ per _____ was received from Dechum? The financial implications will depend on how many roads/kilometers committee recommends to be completed.

People Consulted:

Acting Treasurer/Deputy Clerk
Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED THAT Committee direct staff to purchase the required calcium to apply to the roads identified.

Gravel Roads for Calcium

<u>Road</u>	<u>Length(m)</u>
Agnew Road	2358
Barr Line	2000
Behm Line	1854
Blackburn Road	700
Breen Line	2000
Briscoe Road	3100
Cahill Line	1800
Cheese Factory	3500
Chris Ruddy Road	1900
Connaught Road	3000
Crozier Line	3300
Desmond Road	1000
Dunmore Road	4300
Durack Line	2200
Enright Road	700
Ferguslea Road	1400
Foy Road	3000
Fulton Road	3000
Gallagher Road	3600
Gorra Hill Road	1700
Holly Road	1300
Holmes Road	1500
Kunopaski Road	650
Lynch Road	1000
McLarty Road	200
McPeak Line	3000
Northcote Rink Road	3000
Old Mine Road	1000
O'Neil Road	1400
Pattersosn Road	6000
Plaunt Road	1800

Quinn Road	2300		
Spence Road	8500		
Stokes Road	3000		
Stoqua Creek Road	2500		
Stuart Road	1000		
Swamp Road	2000		
Wolftown Road	1800		
Approximate Total:	<u>88362</u>	Meters	88 Km

12' spray + 3600L/1 kilometer
88 km x 3600 L = 316,000 L

2021 Price 316,800 0.30 \$ 95,040.00

This price does not include the lower traveled back roads,
those roads would still require spot spraying. An additional
2 loads should be applied, the following is what that estimate would be:

19,000 L (per load) x 2 38,000 0.30 \$ 11,400.00

Final Approximate Total

\$ 95,040.00 \$ 11,400.00 \$ 106,440.00

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: March 9, 2022
To: Operations Committee
From: Steve Visinski
Re: Stone Road Compactor Truck

Background:

The 2004 International Compactor truck is used for the collection and compaction of refuse at the Stone Road transfer station. As well as the collection and transportation of cardboard from Osceola Landfill, Douglas Transfer and Stone Road Transfer sites to Emterra in Renfrew, approximately every three weeks.

The current engine has approximately 25,000 hours on it. Future engine rebuilds have cost the township upwards of \$30,000. This could soon be a possibility.

The compactor truck is starting to show some significant detrition and age to the compaction unit as well. This would entail a complete rebuild of the compaction unit.

The frame of the truck unit also is at its limit for what MTO calls Rust Jacking. This is a measurement of the rust between the double frames with a maximum of 10mm allowed. It currently sits at 10mm in the 2021 safety measurements. This cannot be repaired.

It has been brought to staffs' attention by a mechanic that it will not pass the 2022 yearly safety without extensive work to the compaction unit. The expected cost could be much greater than what the vehicle's current estimated value is. As well as needing a new cab and frame. The yearly safety is due in November of 2022.

Discussion:

The compactor truck is in the 2014 Asset Management Plan to be replaced in 2023. Funding has been identified in 2023 for a compactor of \$55,000, this amount must represent a debenture payment to purchase a new unit. There are funds that have been transferred into reserves for capital items and money could be drawn from there should Council wish to replace the compactor. However, in 2020 the Public Works Superintendent identified that a new unit would cost approximately \$250,000. That is no longer the case, new units are approximately \$450,000 with a three (3) year delivery

date. Please note that staff does not recommend replacing the compactor with a new unit.

There was only one (1) used rear compactor truck available in the Montreal area without looking into the US market, for the approximate price of \$120,000. This unit would not differ greatly from the equipment that we currently have and concern is that the same issues will arise in a couple of years, putting us back into the same scenario.

Staff have investigated other options:

Emterra has offered the rental of a rear loading compactor truck to be placed at the Stone Road Transfer site for the price of \$300.00 per week along with \$125.00 per hour with a 4-hour minimum charge for transportation. This would take place twice weekly with a total of 8 hours at \$125.00 per hour per week. In this time frame staff could assist with the cardboard pickup at all 3 sites and not expect to go over the 4-hour time. Yearly cost of \$15,600 for truck rental plus \$52,000 for transportation. Total of \$67,600 per year. Emterra is requesting a Two-year contract if this were to take place.

It is important to note that in 2021 Council entered into a temporary arrangement with Emterra for services to cover the loss of the 1998 Western Star that serviced the Douglas Transfer Station. The arrangement was to be reviewed this year. Staff have been very satisfied with the service provided by Emterra.

40 yard roll off containers were also investigated. It would be expected to take two containers to hold the waste that is generated at Stone Road Transfer Site.

Barrons Disposal offered 2 bins at \$200 each per month plus tipping fees of \$300 for every dumping. \$4,800 for yearly bin rental plus approximately 3 trips per week for a yearly transportation cost of \$46,800. Total yearly cost of Approximately \$51,600. This does not include cardboard pickup.

Canadian Waste Management also offered 40-yard bin placement. Three bins if needed with no charge for bin rental, unless not emptied. Then there would be a rental fee of \$100 per bin monthly if not serviced once per week. Cost for transportation \$375 per haul with a total Yearly cost of \$19,500. This does not include cardboard pickup.

Self sitting compaction units were investigated as well with the same timeline as a new compactor truck of three years for a delivery, date due to manufacturing shutdowns. Along with not having electricity at the Transfer Station to run the unit. This type of unit would also require the use of a Roll off truck to transport the unit to the landfill. Along with the need of a large generator to run the unit. Costs could range from \$300,000 to \$500,000 just for the unit plus transportation costs.

Financial Implications:

Financial implications will depend on which course of action Committee decides to take. Staff are recommending that an RFP be drafted for this service to ensure the best approach is taken.

People Consulted:

CAO/Clerk

Acting Treasurer/Deputy Clerk

Recommendation for Council:

BE IT RESOLVED THAT Committee direct staff to prepare and advertise an RFP for a contractor to pick up waste from the Stone Road and Douglas Transfer Stations to be transferred to the Osceola Landfill and for the collection and removal of recycling, including cardboard, from the Stone Road Transfer Site, Douglas Transfer Site and Osceola Landfill.

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: March 9, 2022
To: Operations Committee
From: Jennifer Charkavi
Re: Township Hall Garage Roof

Background:

As Committee is aware the Township Hall roof has been an area of concern. Recently the roof began to leak again and now is leaking behind walls in the office and in the garage.

Staff have contacted Jp2g for a rough quote for engineered drawings and were told that it would cost approximately \$12,000 - \$15,000.

Discussion:

Staff realize that this will be a costly venture, however, Council must be made aware of the situation. Staff are investigating grant opportunities for the project.

Financial Implications:

Should a roof replacement not be included in the capital budget, repairs will need to be completed to fix the roof so that it can last another year or two.

There is money in the reserve account and some should be earmarked for the roof, especially for grant application as most of the grants that staff have investigated only cover 30 – 50 % of total eligible costs.

People Consulted:

Acting Treasurer/Deputy Clerk
Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED THAT Committee receive this report as information.

1	Signs	8,000.00	5,137.40	8,000.00		
3	Civic Signs	1,000.00	5,573.83	1,000.00		
4	Centre Line Marking	5,000.00	4,611.77	5,000.00		Based on 2020 pricing to complete 20 km of line painting.
5	Guide Rails	1,000.00	169.62	1,000.00		
6	Street Lights-Hydro & Maint.	3,500.00	2,610.59	3,500.00		
7	Street Maintenance	10,000.00	8,911.73	10,000.00		
	Subtotal: T	28,500.00	27,014.94	28,500.00	0%	
	Total Maintenance	885,300.00	627,839.82	884,800.00	0%	

	2021 Budget	2021 To Date	2022 Budget	Reason for Change
OVERHEAD				
1 Advertising	1,500.00	1,717.92	1,750.00	Increasing for Advertising costs
2 Associations	1,000.00	1,047.63	1,000.00	
3 Conventions	2,000.00	0.00	2,000.00	
4 Training	5,000.00	11,815.57	7,500.00	Mandatory Training Requirements - Chainsaw, working at heights etc.
5 Financial Expense	100.00	0.00	100.00	
6 Telephone	2,000.00	2,697.52	2,000.00	
7 Cell Phone	2,000.00	650.06	2,000.00	Include \$20 per month for each PW employee for use of personal cell and \$800 per year for PW cell phone provided
8 Radios	8,500.00	5,869.79	8,500.00	
9 Munic. Drain Maintenance	1,000.00	0.00	1,000.00	
10 Hydro	5,000.00	5,299.79	5,500.00	
11 Security	200.00	0.00	200.00	
12 Garage Maintenance	8,000.00	8,960.49	9,000.00	
13 Garage Equipment/Supplies	8,000.00	8,770.43	8,000.00	
14 Garage Energy Audit	2,500.00	0.00	0.00	
15 Furnace	15,000.00	8,560.68	15,000.00	
16 Insurance	32,000.00	28,790.38	33,250.00	Anticipated Increase from actual max 15%
17 Interest on 5 yr Loan & IO Loan	24,000.00	0.00	0.00	
18 Miscellaneous	1,000.00	1,980.29	1,000.00	
19 Licensing (Pit/HWIN)	1,300.00	1,591.00	1,500.00	
20 Safety Boots	1,700.00	895.29	1,700.00	
21 Safety Equipment	3,000.00	2,102.89	3,000.00	

	2021 Budget	2021 To Date	2022 Budget	%	Reason for Change
CONSTRUCTION / INFRASTRUCTURE					
Construction (Funded by Gas Tax, OCIF, ICIP)					
Barr Line	88,900.00	81,155.60			
Egan Line	112,750.00	57,536.59			
Bonnechere Road	182,000.00	149,272.02			
Campbell Line	171,600.00	67,370.23	130,000.00		Remainder of work cost
Dillabough Road	660,400.00	519,799.44			
Rice Line	863,600.00	671,653.04			
Foy Road	182,000.00	117,825.46			
Pine Valley Road	305,500.00	237,397.22			
McGagheran Road	344,500.00	604,888.23			
McBride Road	64,009.00	40,626.73			
Cahill Culvert	15,000.00	14,755.23			
Golf Course Road - Horton Agreement			63,313.90		As per Agreement
Culhane Road - Pulverize, Culvert and Gravel					Based on Pulverizing per KM RFP
Shouldering - Various Roads			45,000.00		
South Other Portion - Rowan to Dunfield			350,000.00		Will be funded using remainder of ICP - Pending approval from ICIP
South McNaughton Road - OCIF			351,400.00		As per capital financing from 2021 Budget
McPeak Line			117,000.00		As per capital financing from 2021 Budget
Total Construction	2,990,259.00	2,562,279.79	1,056,713.90	-65%	
REMEDICATION					
Barr Line	5,000.00	9,926.77			
Egan Line	10,000.00	11,405.07			
Bonnechere Road	7,500.00	12,545.94			
Campbell Line	10,000.00	14,362.80			
Dillabough Road	7,500.00	28,286.87			
Rice Line	7,500.00	38,529.65			

2022**Works to be completed**

	Campbell Line	\$130,000	Remainder Work from 2021
SOU02	South McNaughton Road	\$350,000	From Rowan Road to Dunfield Road. Using up the remainder of ICIP (Upon Approval)
SOU03	South McNaughton Road	\$0	
SOU04	South McNaughton Road	\$103,950	From Butler to Bonnechere a single surface treatment will be applied to extend the life of the road. From Bonnechere to Dunfield a Double Surface Treatment will be applied.
SOU05	South McNaughton Road	\$65,450	
SOU06	South McNaughton Road	\$19,500	
SOU07	South McNaughton Road	\$52,000	
SOU08	South McNaughton Road	\$110,500	
MCP02	McPeak Line	\$117,000	To be discussed-requires traffic counts to discuss the surface (Tentative)

Other Capital

	Golf Course Road Agreement	\$63,314	
	Shouldering Program	\$45,000	
	Tandem Truck	\$275,000	
	Traffic Counter	\$7,400	
	Equipment Shed	\$5,000	
	Garage Roof (Stone Road & Cobden Road)	\$75,000	
	5 Year IO Loan	\$52,000	Debenture Repayment
	10 Year IO Loan	\$51,390	Debenture Repayment
	20 Year IO Loan	\$52,611	Debenture Repayment
Total Capital		\$1,575,115	
Funding			
	Debenture	-\$287,400	
	Gas Tax	-\$93,080	
	ICIP Remaining Funding	-\$299,405	Pending Approval
	OCIF	-\$503,653	
	OCIF Reserve (from 2021)	-\$104,230	Remainder from 2021 Campbell Line Job
	Reserves	-\$117,000	As per 2021 Capital Financing Recommendation for McPeak
	Potential Surplus		2020 Surplus was added to reserves (\$194,730).
	Potential Grant Funding		To offset Roof Project Costs
Balance		\$170,347	

**Township of Admaston/Bromley
Reserves
as at December 31, 2021**

H

GL Account	Reserve		Opening	Additions	Withdrawals	Closing
	Wards 3 & 4					-
20-20-220	Working Capital	H.1	134,937.43	-	50,840.00	84,097.43
						-
20-20-227	Capital	H.2	126,092.63	194,730.00	15,337.00	305,485.63
	Road Revenue	H.2	171,986.42	25,000.00	-	196,986.42
	Fire Capital Twp	H.2	10,000.00	-		10,000.00
20-20-236	Waste	H.3	29,425.00		-	29,425.00
	Survey - Fire Hall			-		-
	Gas Tax					-
	Police Services Board Main Street			-		-
20-20-237	Revitalization	H.4	14,432.62			14,432.62
	Cannabis Reserve					
20-20-239	Fund	H.5	15,000.00	-	585.12	14,414.88
20-20-235	OCIF Reserve	H.6	260,261.39	33,596.00	101,522.00	192,335.39
20-20-240	One Time Funding	H.7	241,200.00	-	62,866.75	178,333.25
			1,003,335.49	253,326.00	231,150.87	1,025,510.62
20-20-231	Fire - Dry Hydrant	H.8	9,858.21	-	-	9,858.21
	Library					-
			9,858.21	-	-	9,858.21
	Total		1,013,193.70	253,326.00	231,150.87	1,035,368.83

NOTES: Deferred Revenues

Safe Restart	G.1	68,500.00	274.84	63,488.48	5,286.36
Gas Tax	G.2	23,180.09	1,223.49	-	24,403.58
					<u>29,689.94</u>
					<u>1,065,058.77</u>

Note: These are unaudited and subject to change with Year-End Audit