



Special Committee of the Whole (Capital Budget V3)

March 19, 2024

4:30 p.m.

Council Chambers, Town Hall
359 Main Street

Agenda

1. Approval of Agenda

2. Public Input / Question Period

PLEASE NOTE:

- Public Participation is limited to 30 minutes
- Each Person is limited to 3 minutes and may return to speak once, for 1 minute, if time permits within the total 30-minute period
- Questions or comments are to be directed to the Chair
- Comments and questions that relate to personnel, current or potential litigation issues, or planning issues for which a public hearing has already occurred, but no decision has been made by Council, will not be answered.

3. Staff Reports for Discussion

- a. IR 009-2024: Capital Budgets V3 (Town & Water Utility)
- b. RFD 015-2024: Welcome Centre Optional Upgrades (Shower & Metal Roof)

4. Public Input / Question Period

5. Regular Meeting Adjourned

INFORMATION REPORT 009-2024

Title: 2024/25 Draft Capital Budget V3

Date: 2024-03-12

Department: Finance



SUMMARY

Draft 2024/25 Capital Budget Version 3 (V3)

This Information Report and attachments deal with V3 of the Town's 2024/25 Draft Capital Budget. Version 3 includes changes from the capital budgeting process and direction from Council coming from discussions at the February 21st, 2024, and March 5th, 2024, Special Committee of the Whole (COW) meetings.

Throughout the budget process there have been additional refinements of capital estimates and/or actual capital expenditures tendering. The purpose of this document is to highlight capital amounts requiring carry over into the future fiscal year 2024/25; capital projects requiring approval for the 2024/25 budget Year 1; as well as revisions to capital expenditures for existing capital projects and/or changes to their anticipated completion timeframe(s).

The review of the budget at the March 19th COW meeting will include:

- Review of 2024/25 draft Capital Budget
- Review of 2024/25 draft Water Utility Budget
- Review of selected decision points.

It is expected that this meeting shall establish clear direction from Council for Year 1 capital projects. Ensuring that all Year 1 capital projects are fully funded, there may be a need to amend, eliminate or replan proposed capital projects. The accompanying March 19th, 2024, Special COW presentation should provide additional details to current IR 009-2024 document to prepare Council for the 2024/25 Operating and Capital Budget RFD proposal. The RFD proposal shall be presented at either a Special March COW meeting or the regularly scheduled April COW meeting (date will be determined in the future).

The focus of this review shall start from the 2023/24 Approved Capital Budget and the approved Ten-Year 2023/24 Capital Budget (RFD 005-2023) and work through the 2024/25 draft Capital Budget.

In Year 1, 2024/25, the following previously approved capital projects require carry-forward from fiscal year 2023/24 to fiscal 2024/25:

- Public Works Building Renos & Deferred Maintenance Phase II \$600,000
- Welcome Centre \$688,100 (does not include RFD for Metal Roof – decision pending)
- Recreation Centre - automatic doors \$20,000
- Public Works Fleet – new plow truck \$407,000
- Wayfinding \$50,000
- Transportation Flood Risk Mitigation \$75,000

INFORMATION REPORT 009-2024

Title: 2024/25 Draft Capital Budget V3

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In Year 1, 2024/25, the following previously approved capital projects require carry-forward from fiscal year 2023/24 to fiscal 2024/25: (cont'd)

- Willow & Winter One-Way \$15,000
- Sewer Treatment Phase II \$230,000 – design & geotechnical work
- Lift Station – assessment and upgrade \$50,000
- SCADA and Electrical Panel replacement \$65,000
- East End Gateway Parking Lot Expansion and Reconstruction - \$430,000 balance remaining
- Reservoir Park Washroom/Change Rooms \$125,000
- Reservoir Park Walking Trail \$30,000
- Clock Park Accessibility Upgrades \$70,000
- Rotary park- resurface tennis courts \$75,000.

Total Capital Projects requiring carry-forward to 2024/25 Year 1 = \$2,930,100

Approval is required from Council on the following proposed new capital projects for 2024/25 Year 1:

- IT Servers (replacement) \$41,000
- IT Upgrades to IT infrastructure (switches) \$23,000
- Welcome Centre - upgrade metal roof RFD 015-2024 for \$33,000
- Parks Fleet – Top Dresser \$31,500
- Parks – Vehicle #31 2001 Suzuki Micro Truck \$25,000
- Kent Avenue \$225,000
- Storm Water Management \$275,000 for undefined projects
- Reservoir Park Washroom/Change Room \$35,000 in additional costs
- Clock Park \$40,000 in additional costs
- Rotary Park- resurface tennis courts \$50,000 in additional costs
- Tower Community Park – refurbish tennis courts for pickleball \$70,000
- Nature Preserve – dam upgrades \$25,000
- Public Art - concrete walkway to Mona Parsons Statue and Alex Colville Art Wall \$100,000.

Proposed New Capital Projects for 2024/25 Year 1 = \$973,500

A number of capital projects, which had been previously approved by Council through the 2023/24 budget process utilizing the Ten-Year CIP, have had refinements to costing estimates and deliverable timeframes. These projects may require additional capital funding and carry-forward into Year 2 and/or Year 3. Projections into Year 4 and beyond are highly subjective and should be utilized as a planning tool, however, these projections shall be reviewed in detail within the 2024/25 Capital Budget process.

INFORMATION REPORT 009-2024

Title: 2024/25 Draft Capital Budget V3

Date: 2024-03-12

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Year 2 and Year 3 amended projects are listed below:

- Town Hall & Library latest expenditure estimate is \$9,950,000, up \$1,050,000 from 2023/24 approved estimates of \$8,900,000; tentative carry-forward to Year 2 and Year 3;
- Public Works Building Renovations & Deferred Maintenance – Phase III \$300,000 carry-forward to Year 2, 2025/26;
- Pumper 3 E-One Cyclone \$1,807,500 to Year 2, 2025/26;
- Sewer Treatment to Year 2 and Year 3 with new cost estimates of \$6,500,000, up \$500,000;
- Life Station Assessment and Upgrade \$50,000 Year 1; \$150,000 Year 2; and \$100,000 Year 3;
- SCADA and Electrical Panel replacement \$65,000 each Years 2 & 3; and
- Nature Trust \$185,000 (externally funded) to Year 3.

One final note related to capital projects, the expected start date of the Fire Hall is in the new fiscal 2024/25, however, this project is vulnerable to variables not yet accounted for. Staff are not prepared to guarantee that design work can be completed in fiscal 2024/25 without selection of a build site and new estimates for both design and construction given the past CPI increases for 2023 and 2024. Staff would be remiss not to plant the seed should this project present a later than expected start and subsequent completion dates.

Water Utility Capital Budget

The 2024/25 draft Water Utility Capital Budget proposes \$679,100 in capital projects in Year 1. There are four projects requiring carry-forward from fiscal 2023/24.

- Production Well # 1 SCADA Panel Component Replacements (Wickwire & Cherry) \$10,000
- Production #1 VCFN Data Infrastructure Integration \$12,500
- Production Well # 2 SCADA Panel Component Replacements (Wickwire & Cherry) \$10,000
- Production #2 VCFN Data Infrastructure Integration \$12,500

Total Capital Projects requiring carry-forward to 2024/25 Year 1 = \$45,000

Approval is required from Council on the following proposed new water utility capital projects for 2024/25 Year 1:

- Water Distribution - 50mm Pressure reducing valve replacements (7) \$17,000
- Transmission Line to WTP – Skyway to WTP \$60,000 additional costs
- WTP Chlorine Gas Chambers and Gas Monitor \$6,200
- WTP Treatment Process Monitoring Replacements \$10,900

Proposed New Capital Projects for 2024/25 Year 1 = \$94,100

INFORMATION REPORT 009-2024

Title: 2024/25 Draft Capital Budget V3

Date: 2024-03-12

Department: Finance



Due to the value and complexity of certain capital projects, future year(s) projections may create challenges for staff to ascertain accurate future costing estimates. Variability of change may or may not include capital expenditure refinements, timing of deliverables, scope of work, and project funding. Staff shall do their best and continue to work on the multi-year project proposals and funding assumptions, ensuring that Council is apprised of any unexpected project change(s) or other material developments.

1) CAO COMMENTS

For information purposes.

2) REFERENCES AND ATTACHMENTS

- 2023/24 Approved Capital Budget (Attachment #1)
- 2024/25 Draft Capital Budget V3 (Attachment #2)
- 2024/25 Draft Water Utility Five-Year CIP Budget V3 (Attachment #3)
- Info Report 005-2024 Draft Budget V2 (February 21st Special COW)
- Info Report 007-2024 Draft Budget V1 (March 5th Special COW)

3) DISCUSSION

Town Capital Budget

This will be Council's third review of the 2024/25 draft Capital Budget and will encompass several decision points as noted above for Council.

The ten-year Capital Investment Plan has incurred several changes since January 18th COW meeting and is included in the budget document. Additional work is required to ensure full funding each year of the ten-year CIP funding plan. Council will be asked to approve Year 1 of the ten-year plan. The balance of any capital projects in future years will help with continuity of information and preparation for Town sustainability and future budget year decisions.

The new budget year's focus continues to work to achieve the objectives of the four-year Strategic Plan. Some of the information to be reviewed during the March 5th COW meeting will be to revisit and reaffirm direction on topics previously discussed, while other information will be reviewed for the first time this year with a goal to clarify what direction Council may want to take.

Water Utility Capital Budget

The 2024/25 Water Utility Capital Budget initiatives are proposed to ensure adequate infrastructure improvements and growth to ensure a healthy and sustainable water supply to municipal customers.

Grant funding of \$621,000 through the Municipal Capital Growth Program (MCGP) has been approved to support water capacity supply and transmission improvements through March 31, 2026.

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4) FINANCIAL IMPLICATIONS

No other key discussion points are needed in this section of the report at this time.

5) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Nothing further added in this report.

6) COMMUNICATION REQUIREMENTS

The Wolfville Blooms site will continue to be used to provide the Wolfville Community continued updates on the budget process, including copies of the information reviewed at Committee of the Whole meetings.

7) FUTURE COUNCIL INVOLVEMENT

Council will be formally involved in at least one more COW meeting to consider an RFD seeking approval of a final balanced budget document. Any additional meetings beyond this have not yet been identified and may not be needed.

Town of Wolfville
2023/24 Ten Year Capital Investment Plan
Fiscal 2023/24 to 2032/33

Accessibility
 Deadline

		BUDGET FOCUS									
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>2028/29</u>	<u>2029/30</u>	<u>2030/31</u>	<u>2031/32</u>	<u>2032/33</u>
Aerial Ladder Truck	2000		-	2,000,000							
Pumper 1 E-One Cyclone	2019										
4*4 Utility Vehicle										200,000	
Pumper 3 E-One Cyclone	2003	-	1,400,000								
Tanker 6 Int'l Pumper/Tanker	2006								-	1,000,000	
Rescue 4 Pumper Rescue	2007						1,150,000				
Haz Matt vehicle								170,000			
Σ Fire Trucks		-	1,400,000	2,000,000	-	-	1,150,000	170,000	-	1,200,000	-
Equipment											
Radio Repeater Replacement											
Equipment Upgrades		20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
SCBA Apparatus		400,000									
Σ Misc Fire Equipment		420,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Σ Fire Department		420,000	1,420,000	2,020,000	20,000	20,000	1,170,000	190,000	20,000	1,220,000	20,000
Σ Protective Services		\$ 420,000	\$ 1,420,000	\$ 2,020,000	\$ 20,000	\$ 20,000	\$ 1,170,000	\$ 190,000	\$ 20,000	\$ 1,220,000	\$ 20,000

Transportation Services

Public Works Equipment											
Public Works - Fleet Inventory											
veh # 18 - 2019 Wacker Neuson Loader	7 yrs	-	10,000	-		175,000	-				
veh # 19 - PW 2017 3/4 ton Crew Cab	10 yrs	-			55,000		-				
veh # 21 - PW 2015 3/4 ton 4*4 with dump body	10 yrs				140,000		-				100,000
veh # 22 - PW 2014 1/2 ton	10		55,000								
veh # 23 - PW 2016 1 ton 4*4 (will move to Parks fleet sub-category)	6										
veh # 25 - PW 2017 5 ton plow truck	6	300,000							-	270,000	
veh # 27 - PW 2020 Backhoe	7				190,000						
veh # 28 - PW 2013 Loader	12				303,000						
veh # 29 - PW 2020 Sidewalk Tractor (snow removal)	8						-	195,000			
veh #15 - PW LH Truck 2019 pick up truck	10								60,000		
veh # 24 - PW 2011 asphalt recycler					110,000						
veh # 51 - PW 2017 Sidewalk Tractor (snow removal)	8			190,000							
Σ Public Works - Fleet Inventory		300,000	65,000	190,000	798,000	175,000	195,000	60,000	270,000	-	100,000
Parks Dept - Fleet/Equip											
veh # 20 - 2014 1/2 ton truck	7			50,000							
veh # 26 - Parks 2016 3/4 ton crew cab						120,000					
veh # 31 - Parks 2001 micro truck	9									30,000	

Town of Wolfville
2023/24 Ten Year Capital Investment Plan
Fiscal 2023/24 to 2032/33

Accessibility
Deadline

	BUDGET FOCUS									
	Year 1 <u>2023/24</u>	Year 2 <u>2024/25</u>	Year 3 <u>2025/26</u>	Year 4 <u>2026/27</u>	Year 5 <u>2027/28</u>	Year 6 <u>2028/29</u>	Year 7 <u>2029/30</u>	Year 8 <u>2030/31</u>	Year 9 <u>2031/32</u>	Year 10 <u>2032/33</u>
Events Lawn/Trail Connection	75,000									
Willow Playground		150,000								
Σ Trails and Trailheads	530,000	150,000	-	-	-	-	-	-	-	-
<u>Parks</u>										
<i>West End Parkland & Trail</i>										
Trail system neighborhood		50,000	150,000							
<i>Reservoir Park</i>										
Washroom/Change Rooms - cfwd	125,000									
Main walking trails, steps into large pond,shading/other stuff cfwd	30,000									
<i>Clock Park</i>										
Accessibility Upgrades - Concrete walkways cfwd	70,000									
<i>Miscellaneous</i>										
Allow for Future Park Development after Master Plan Developed		-	200,000	200,000	200,000	-	-	200,000	100,000	100,000
Pickleball Courts (Location/Scope TBD)	-	300,000								
Σ Parks	450,000	350,000	350,000	200,000	200,000	-	-	200,000	100,000	100,000
Σ Park and Trail Infrastructure	980,000	500,000	350,000	200,000	200,000	-	-	200,000	100,000	100,000
<u>Open Spaces and Town Amenities</u>										
<u>Open Spaces</u>										
<i>Farmers Market (open space enhancements)</i>										
Parking Lot - Dykeland/Elm cul de sac	-		175,000							
Pond & Park area	-	-		100,000	-					
Σ Open Spaces	-	-	175,000	100,000	-	-	-	-	-	-
<u>Nature Preserve</u>										
Dam Upgrades	-		-	-		600,000	600,000			
Nature Trust (External Funding) - cfwd	185,000									
Σ Nature Preserve	185,000	-	-	-	-	600,000	600,000	-	-	-
<u>Miscellaneous Amenities</u>										
<i>Public Art</i>										
Public Art Project	30,000									
Σ Miscellaneous Amenities	30,000	-	-	-	-	-	-	-	-	-
Σ Open Spaces and Town Amenities	215,000	-	175,000	100,000	-	600,000	600,000	-	-	-
Σ Community Infrastructure	\$ 1,195,000	\$ 500,000	\$ 525,000	\$ 300,000	\$ 200,000	\$ 600,000	\$ 600,000	\$ 200,000	\$ 100,000	\$ 100,000
GRAND TOTAL ALL PROJECTS	\$ 5,814,000	\$ 9,397,000	\$ 8,253,000	\$ 11,190,000	\$ 3,845,000	\$ 3,710,000	\$ 2,585,000	\$ 2,235,000	\$ 2,905,000	\$ 2,075,000
									\$ 43,642,000	\$ 8,367,000

\$ 52,009,000

Town of Wolfville
2024/25 Ten Year Capital Investment Plan
Fiscal 2024/25 to 2033/34

				Carry-forward	New CapEx	Future Yr. Decision	Accessibility Deadline							
				Prev YR	BUDGET FOCUS									
				2023/24	Year 1 2024/25	Year 2 2025/26	Year 3 2026/27	Year 4 2027/28	Year 5 2028/29	Year 6 2029/30	Year 7 2030/31	Year 8 2031/32	Year 9 2032/33	Year 10 2033/34
Σ Misc. Fire Equipment				356,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Σ Fire Department				356,000	20,000	1,827,525	20,000	20,000	3,870,000	190,000	20,000	220,000	20,000	20,000
Σ Protective Services				\$ 356,000	\$ 20,000	\$ 1,827,525	\$ 20,000	\$ 20,000	\$ 3,870,000	\$ 190,000	\$ 20,000	\$ 220,000	\$ 20,000	\$ 20,000
Transportation Services														
Public Works Equipment														
Public Works - Fleet Inventory														
RFD005-2023	03/20/2023	veh # 15 - PW LH Truck 2019 pick up truck	10	-	-	-	-	-	60,000	-	-	-	-	-
		veh # 18 - 2019 Wacker Neuson Loader	7 yrs.	-	10,000	-	-	-	-	-	175,000	-	-	-
		veh # 19 - PW 2017 3/4 ton Crew Cab	10 yrs.	-	-	-	70,000	-	-	-	-	-	-	-
RFD005-2023	03/20/2023	veh # 21 - PW 2015 3/4 ton 4*4 with dump body	10 yrs.	-	-	-	140,000	-	-	-	-	175,000	-	-
		veh # 22 - PW 2014 1/2 ton	10	-	55,000	-	-	-	-	-	-	-	-	60,000
		veh # 24 - PW 2011 asphalt recycler		-	-	-	-	183,000	-	-	-	-	-	-
		veh # 25 - PW 2017 5 ton plow truck	6	-	-	-	-	-	-	-	500,000	-	-	-
		veh # 27 - PW 2020 Backhoe	7	-	-	-	190,000	-	-	-	-	-	-	230,000
		veh # 28 - PW 2013 Loader	12	-	-	-	800,000	-	-	-	-	-	-	-
		veh # 51 - PW 2017 Sidewalk Tractor (snow removal)	8	-	-	190,000	-	-	-	-	-	-	-	-
RFD005-2023	03/20/2023	New veh #?? - 5 Tonne...we are keeping old 5 ton - cwfd		-	300,000	-	-	-	-	-	-	-	600,000	-
RFD046-2029	10/15/2023	New veh #?? - new 5 ton...revised costing		-	107,000	-	-	-	-	-	-	-	-	-
Σ Public Works - Fleet Inventory				-	472,000	190,000	1,200,000	183,000	-	60,000	675,000	-	775,000	290,000
Parks Dept - Fleet/Equip														
Decision Required					31,500									
		Top Dresser (New)			31,500									
		veh # 13 - 1999 Subaru micro truck						25,000						
		veh # 16 - Parks LH Truck 2019 F150	8					-		60,000				
		veh # 20 - 2014 Ford 1/2 pick up	7				60,000							
		veh # 23 - PW 2016 1 ton 4*4 (moved from P Wks. fleet sub-category)							160,000					
		veh # 26 - Parks 2016 Ford F250 3/4 ton crew cab						120,000	-					
		veh # 31 - Parks 2001 Suzuki micro truck	9		25,000					-	30,000			
		veh # 33 - Parks 2015 F450 3/4 ton crew cab 4*4 dump body						140,000						
		veh # 34 - Parks 2000 Suzuki micro truck - solid waste	9					25,000			30,000			
		veh # 37 - Parks 2021 JD mower/backhoe 2032	6?					55,000						
		veh # 38 - Parks 2017 JD mower 1023E					40,000							
		veh # 39 - Parks 2015 JD mower X730				18,000					20,000			
		veh # 40 -2015 JD Parks tractor 1025 with cab					45,000						60,000	
Σ Parks Dept - Fleet/Equip				-	56,500	18,000	145,000	365,000	160,000	60,000	80,000	-	60,000	-
Water & Wastewater Dept's														
		Veh #30 - Works 2021 Ford F150	WTP										60,000	
		veh # 32 - Works 2017 F250 3/4 ton 4*4	WWTP	6,173						90,000				
		veh #14 - Works Pick Up - Likely will be an EV Transit van			75,000									
RFD005-2023	03/20/2023			6,173	75,000	-	-	-	-	90,000	-	-	60,000	-
Σ Water & Wastewater Dept's				6,173	75,000	-	-	-	-	90,000	-	-	60,000	-
Σ Other				31,964	-	-	-	-	-	-	-	-	55,000	-
Σ Public Works Fleet/Equipment				38,137	603,500	208,000	1,345,000	548,000	160,000	210,000	755,000	-	950,000	290,000
Transportation Infrastructure														
<i>includes active transport corridors, street, sidewalk, sanitary & storm sewer where applicable</i>														
Streets, Sidewalks, Parking Lots														
Decision Required					225,000									
		Kent Ave - Sidewalk (500m)			225,000									
		Earnscliffe Ave. - Main St. to EKM (340m)	4%				89,500	1,790,000						
		Gaspereau - Civic 94 to Fowler (400m)	4%					109,500	2,190,000					
		Grandview - Beckwith to Skyway (368m)	4%							104,800	2,096,000			

Town of Wolfville
2024/25 Ten Year Capital Investment Plan
Fiscal 2024/25 to 2033/34

		Prev YR	Carry-forward	New CapEx	Future Yr. Decision	Accessibility Deadline								
			BUDGET FOCUS			Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10		
		2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34		
Park and Trail Infrastructure														
<u>Trails and Trailheads</u>														
East End Gateway														
RFD005-2023	03/20/2023		455,000	430,000										
Parking Lot Expansion and Reconstruction (multi-year)														
Other Gateway Upgrades - parking/sidewalk/street layout														
Σ Trails and Trailheads		455,000	430,000	-	-	-	-	-	-	-	-	-	-	-
<u>Parks</u>														
West End Parkland & Trail														
Trail system														
RFD005-2023	03/20/2023													
Neighborhood														
Improvements - define before end of process			200,000											
Reservoir Park														
RFD005-2023	03/20/2023			125,000										
Washroom/Change Rooms - cfwd														
Decision Required				35,000										
RFD005-2023	03/20/2023			30,000										
Main walking trails, steps into large pond, shading/other stuff cfwd														
Decision Required Year 2					225,000									
Bike skills park - boardwalk & bridge rehab work														
Clock Park														
RFD005-2023	03/20/2023			70,000										
Accessibility Upgrades - Concrete walkways cfwd														
Decision Required				40,000										
Accessibility Upgrades - additional costs														
Rotary Park														
Parking			16,000											
Soccer														
RFD005-2023	03/20/2023			75,000										
Resurface Tennis Courts - cfwd														
Decision Required				50,000										
Resurface Tennis Courts - additional costs														
Tower Community Park														
Decision Required				70,000										
Refurb tennis courts for pickleball														
Miscellaneous														
Allow for Future Park Development				200,000	200,000	200,000			200,000	100,000	100,000	100,000		
Pickleball Courts (Location TBD)				300,000										
Landscaping														
Σ Parks		16,000	695,000	725,000	200,000	200,000	-	-	200,000	100,000	100,000	100,000	100,000	100,000
Σ Park and Trail Infrastructure		471,000	1,125,000	725,000	200,000	200,000	-	-	200,000	100,000	100,000	100,000	100,000	100,000
Open Spaces and Town Amenities														
<u>Open Spaces</u>														
Nature Preserve														
Decision Required				25,000			120,000	600,000	600,000					1,000,000
Dam Upgrades														
Nature Trust (External Funding) - cfwd					185,000									
Σ Nature Preserve			25,000		185,000	120,000	600,000	600,000						1,000,000
<u>Miscellaneous Amenities</u>														
Public Art														
Decision Required			35,000											
Public Art Project														
Concrete walkways to Mona Parsons Statue and Alex Colville Wall				100,000										
Σ Miscellaneous Amenities		35,000	100,000											
Σ Open Spaces and Town Amenities		35,000	125,000		185,000	120,000	600,000	600,000						1,000,000
Σ Community Infrastructure		\$ 506,000	\$ 1,250,000	\$ 725,000	\$ 385,000	\$ 320,000	\$ 600,000	\$ 600,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,100,000	
GRAND TOTAL ALL PROJECTS		\$ 3,108,645	\$ 6,762,439	\$ 14,498,925	\$ 13,536,500	\$ 3,937,900	\$ 6,920,700	\$ 1,555,000	\$ 3,806,000	\$ 494,400	\$ 2,481,500	\$ 1,820,150		

Town of Wolfville

Water Utility -Draft Five Year Capital Plan

Fiscal 2024/25 to 2028/29

	Current Yr 2023/24	BUDGET FOCUS				
		Year 1	Year 2	Year 3	Year 4	Year 5
		2024/25	2025/26	2026/27	2027/28	2028/29
Σ Equipment						
Distribution						
General street distribution system						
Earncliffe - Main to EKM				447,500		
Gaspereau Ave - civic 94 to Fowler					547,500	
Grandview - Beckwith to Skyway						
Victoria - Main to King						
Commercial Fill Station			30,000			
Pressure and air control						
50mm Pressure reducing valve replacements (7)		17,000				
Σ Distribution	325,000	17,000	-	30,000	447,500	547,500
Treatment System						
Transmission Line to WTP						
University Ave to Skyway	360,000					
Cherry Lane to Westwood			569,300			
Skyway to WTP		460,000				
New PW3 to ???						
Σ Transmission Line to WTP	360,000	460,000	569,300	-	-	-
Water Treatment Plant						
Security Upgrades at Reservoir		10,000	25,000		200,000	
SCADA Panel Component Replacements	10,000					
VCFN Data Infrastructure Integration	5,000					
Chlorine Gas Chambers and Gas Monitor		6,200				
Treatment Process Monitoring Replacements		10,900				
Chlorine Probe			3,200			
Σ Water Treatment Plant	15,000	27,100	28,200	-	200,000	-
Σ Treatment System	375,000	487,100	597,500	-	200,000	-
Source Water						
Production Well #1 (Cherry)						
Mag Flowmeter Replacement	7,500					
SCADA Panel Component Replacements (Wickwire & Cherry)		10,000				
VCFN Data Infrastructure Integration		12,500				
Well Pump Replacements - unbudgeted						
Σ Production Well #1 (Cherry)	7,500	22,500	-	-	-	-
Production Well #2 (Wickwire)						
Mag Flowmeter Replacement	7,500					
SCADA Panel Component Replacements (Wickwire & Cherry) - carry forward to 20		10,000				
VCFN Data Infrastructure Integration - carry forward to 2024/25		12,500				
Σ Production Well #2 (Wickwire)	7,500	22,500	-	-	-	-
Production Well #3						
Groundwater Supply Development Phase	40,000					
Production Well Installation		115,000				
Wellhouse and Site			310,512			
Pumping and Equipment			80,000			
SCADA integration			20,000			
Σ Production Well #3	40,000	115,000	410,512	-	-	-
Source Water Protection						
Revise and update Source Water Protection Plan	52,300					
Σ Source Water Protection	52,300	-	-	-	-	-
Wellhouse Buildings						
Wickwire New Doors, Roof, Exterior Paint		15,000				
Cherry Lane New Doors, Roof, and Exterior Paint	12,000					
Wellhouse Site Fencing					35,000	
Σ Wellhouse Buildings	12,000	15,000	-	-	35,000	-
Σ Source Water	119,300	175,000	410,512	-	35,000	-
GRAND TOTAL ALL PROJECTS	\$ 819,300	\$ 679,100	\$ 1,008,012	\$ 30,000	\$ 682,500	\$ 547,500
Funding						
Depreciation Reserve Funds - current year	165,000	98,589	168,200	-	210,000	210,000
Depreciation Reserve Funds - accumulated	207,100	-	-	-	442,500	-
Municipal Capital Growth Program	-	310,512	310,512			
Capital From Revenue	47,300	40,000	40,000	30,000	30,000	70,000
Long Term Debt	399,900	230,000	419,300	-	-	267,500
Capital From Surplus	-	-	70,000	-	-	-
	819,300	679,100	1,008,012	30,000	682,500	547,500

REQUEST FOR DECISION 015-2024

Title: Welcome Centre Optional Upgrades - Shower and Metal Roof

Date: Updated for March 19, 2024 (First presented February 27, 2024)

Department: Engineering & Public Works



SUMMARY

Welcome Centre Optional Upgrades - Shower and Metal Roof

This report outlines options and recommendations for additional scope items for the Welcome Centre project. The proposed additional scope items include a barrier-free shower in the new building (at Council's request), and upgrading the proposed roofing materials to a standing seam metal roof, consistent with other Town-owned structures. The addition of a barrier-free shower involves internal layout and mechanical changes, but is not expected to affect the completion date. The metal roof upgrade supports a 50-year life cycle and aligns with Council's sustainability goals. The financial implications are an increase to the approved project budget of \$9,200 for the shower, and \$33,000 for the metal roof.

The general contractor obtained two additional quotes for the standing seam metal roof upgrade (details in section 10 of this updated report). The originally presented upgrade price remains the most cost-effective.

MOTION #49-02-24 (CARRIED FEBRUARY 27, 2024):

THAT COUNCIL APPROVE AN INCREASE TO THE WELCOME CENTRE PROJECT BUDGET OF \$9,200 FOR THE CONSTRUCTION OF A BARRIER-FREE PUBLIC SHOWER IN THE NEW BUILDING.

MOTION #051-02-24 (CARRIED FEBRUARY 27, 2024):

THAT COUNCIL TABLE MOTION #50-02-24 TO COW MARCH 5, 2024

DRAFT MOTION (ON THE FLOOR THIS MEETING):

THAT COUNCIL APPROVE AN INCREASE TO THE WELCOME CENTRE PROJECT BUDGET OF \$33,000 FOR THE UPGRADE OF THE ROOFING MATERIALS FROM STANDARD ASPHALT SHINGLES TO STANDING SEAM METAL ROOF FOR THE NEW BUILDING.

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1) CAO COMMENTS

The CAO supports the recommendations of staff.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act (MGA) Section 65 and 65A.

3) STAFF RECOMMENDATIONS

- Proceed with approving the increase to the budget to allow for the construction of a barrier-free shower in the new Welcome Centre building.
- Proceed with approving the increase to the budget to allow for the upgrade of the roofing materials from standard asphalt shingles to standing seam metal roof.

4) REFERENCES AND ATTACHMENTS

1. IR 025-2023 Welcome Centre Funding Breakdown and Project Scope
2. RFD 002-2024 Welcome Centre Design-Build Contract Award
3. Council Minutes, January 23, 2024
4. *Others in the above referenced documents.*

5) DISCUSSION

This RFD presents two optional additions to the project's originally contemplated scope – The construction of a barrier-free shower in one of the planned public washrooms, and an upgrade of the roofing materials from standard asphalt shingles to a standing seam metal roof, consistent with other Town-owned structures.

Barrier-Free Shower

At the request of Council on January 23, 2024, staff have requested that the design-builder include a barrier-free shower in the floorplan and design for the new Welcome Centre building, to be approved by contract change order. To adequately manage costs and schedule, the exterior footprint of the building will not be altered, though changes to internal configuration were considered and approved to fulfill this requirement. The design-builder presented staff with a revised floor plan and detailed divisional cost breakdown for adding the new shower to the scope. This change is not expected to have an impact on the anticipated completion date of the project.

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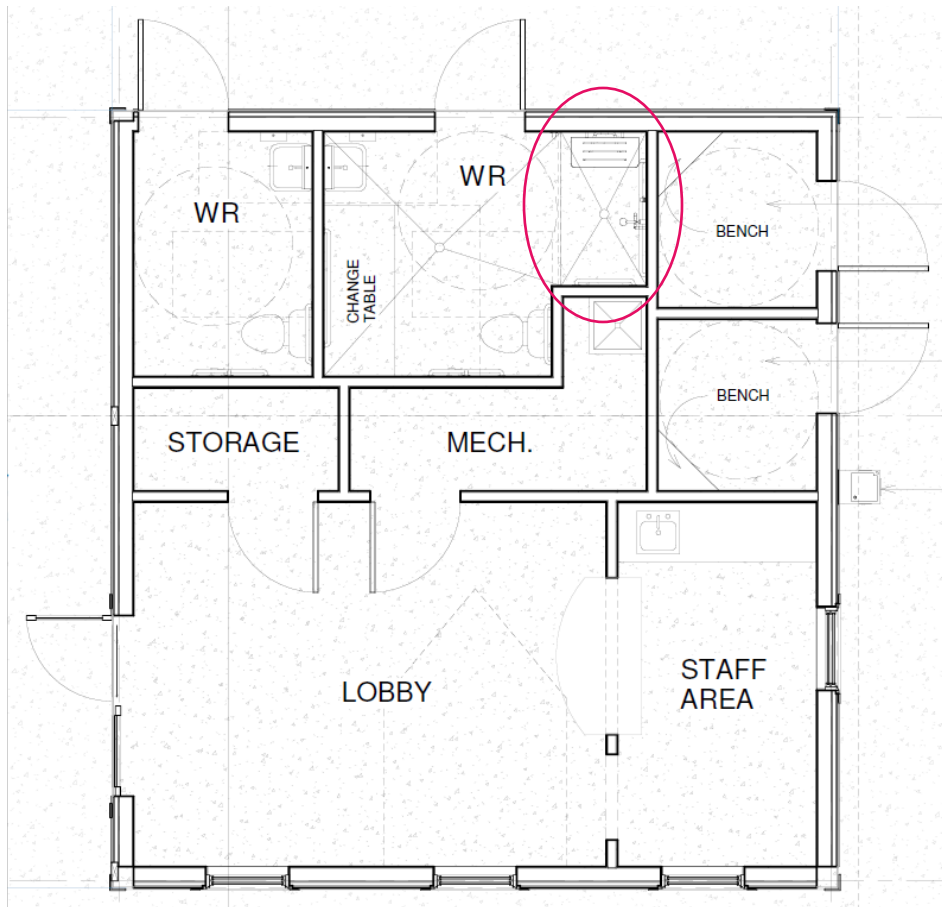


Figure 1: Revised Floorplan with Shower

Metal Roof Upgrade

The Request for Proposals for the design and construction of the new Welcome Centre instructed proponents to present a design concept that met two key project constraints: a substantial completion date at the end of July 2024, and the approved budget at the time of tender. The design also had to meet the Town's basic requirements for the intended use of the space for the project to be feasible. Additionally, the design was to be compliant with as many of the Town's Design Guidelines as reasonably possible, and the finished product would have to be consistent with other Town structures to the greatest extent feasible. As such, the design-builder carried costs for a standard asphalt shingle roof, which was the most economical option, allowing for a proposal that met the key budgetary constraint.

Upon review, staff requested pricing for upgrading the standard asphalt shingle roof to a standing seam metal roof, similar to those found on other Town structures (such as the Dykeland Street Operations Building and other smaller structures throughout town). Anticipating a 50-year structure life cycle, this option would allow the building to be constructed with a "permanent" roof.

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6) FINANCIAL IMPLICATIONS

The addition of a **barrier-free shower** to the project's scope requires the approved budget to be increased by approximately **\$9,200**, to be funded by capital reserves.

The upgrade to a **standing seam metal roof** requires the approved budget to be increased by approximately **\$33,000** (to be funded by capital reserves), which includes a credit for the asphalt roof shingles that would not be purchased if this option was to be approved.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

The upgrades and changes to the scope align with Strategic Directions (SD) from the 2021-2025 Strategic Plan, and Priority Initiatives (PI) as follows:

- **Social Equity** – The addition of a public shower provides a fair and just distribution of resources, opportunities, and privileges within our community, ensuring everyone has access to the same rights and opportunities, regardless of their background or circumstances.
- **Community Wellness** – A public shower is a supportive measure that will improve and sustain the overall health and well-being of the community as a whole, which is in alignment with the intent of Strategic Plan.
- **Climate Action and Environmental Protection** - By choosing a metal roof, the Town can demonstrate a commitment to environmental stewardship, energy efficiency, and a proactive approach to climate action, aligning with Council's broader sustainability goals and priority initiatives. Metal roofing is known for its sustainability and positive environmental impacts in the following areas:
 - **Longevity:** Metal roofing has a longer lifespan compared to traditional roofing materials, reducing the frequency of replacements, and associated environmental impacts. In this case, a metal roof is expected to last the entire anticipated useful life of the structure.
 - **Energy Efficiency:** Metal roofing reflects sunlight better than traditional roofing, reducing heat absorption and cooling costs. This results in lower overall life cycle energy consumption, and a smaller life cycle carbon footprint.
 - **Recyclability:** Metal roofs are highly recyclable at the end of their useful life. The recycled material can be used in the production of new roofing or other metal products, promoting a circular resource economy.
 - **Reduced Waste:** The durability of metal roofs results in less waste generation compared to shorter-lived roofing materials, contributing to a more sustainable life cycle waste management approach. Economical asphalt roofing materials have a typical useful life of 12 to 15 years in our climate, and would likely require two replacements over this building's anticipated useful life.

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8) COMMUNICATION REQUIREMENTS

Specific public communication requirements are not applicable at this time, though if a publicly available barrier-free shower is approved and constructed, a communication program and usage policy/procedures should be developed by appropriate staff.

9) ALTERNATIVES

Barrier-free shower – should Council decide not to proceed with this option at this time, that space in the washroom will be left unused. If a shower should be considered in the future, renovations would be required to provide the fixtures and finishes for a shower at a higher future cost. This option may also be reduced to approximately 30% of the proposed additional cost to provide only the rough-in plumbing at this time, thereby simplifying a future renovation scope to add the shower at a later date.

Metal roof – should Council decide not to proceed with the metal roof option at this time, a traditional asphalt single roof will be installed, as proposed in the initial design and construction proposal. A metal roof could be installed at a later date without major renovations when the asphalt shingle roof reaches the end of its useful life.

10) AMENDMENTS

For reading at the March 19, 2024 Special COW Meeting –

Per discussion when originally presented at the February 27, 2024 Council Meeting, the general contractor has obtained two additional subcontractor quotes for the contemplated standing seam metal roof upgrade option (summary below). **The originally presented upgrade price remains the most cost-effective.**

Subcontractor	Quote (Excl. HST)	Shingle Credit	O/H & P	Subtotal	Net HST	Total	Exclusions
TOP Construction	36,740	(8,000)	2,874	31,614	1,355	32,969	No
Markland Associates	47,500	(8,000)	3,950	43,450	1,862	45,312	Yes
Flynn Canada	49,709	(8,000)	4,171	45,880	1,966	47,846	No

Prepared by: Alexander J. de Sousa, P.Eng., Director of Engineering & Public Works

Date Revised: March 13, 2024