



AGENDA

Strategic Priorities Committee

October 19, 2021

9:00 am

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEl8OG-dOYKteFQ>

Pages

1. CALL TO ORDER

2. DECLARATIONS OF PECUNIARY INTEREST

3. AMENDMENTS AND APPROVAL OF THE AGENDA

RECOMMENDATION

THAT the October 19, 2021 Strategic Priorities Committee agenda be accepted as presented.

4. STRATEGIC PRIORITIES REVIEW

4.1. COR 33-2021 Draft 2022 Capital Budget

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RECOMMENDATION

THAT COR 33-2021 Draft 2022 Capital Budget report be received; and

THAT the Strategic Priorities Committee recommends to Council:

THAT the 2022 draft capital budget be referred to the special meeting of Council on November 16 for approval (subject to any amendments raised by Committee); and

THAT staff be directed to prepare the 2022 draft operating budget to reflect a proactive asset management approach where the minimum annual capital reserve transfer be the greater of a 5% increase or the annual increase in funding deficit that is caused by the current year's capital budget.

5. NEXT MEETING

*All meetings will be live streamed to the Town's YouTube channel

Budget Related Meetings:

November 16, 2021 - 9:00 am - 2:30 pm, Special Council

December 7, 2021 - 9:00 am - 2:30 pm, Special Council

January 18, 2022 - 9:00 am - 2:30 pm, Special Council

6. ADJOURNMENT

RECOMMENDATION

THAT this meeting of the Strategic Priorities Committee adjourns at _____ pm.



FORMAL REPORT

To: Chair Strathdee and Members of Strategic Priorities Committee

Prepared by: André Morin, Director of Corporate Services / Treasurer

Date of Meeting: 19 October 2021

Subject: **COR 33-2021 Draft 2022 Capital Budget**

PURPOSE

To review and discuss the draft 2022 Capital Budget with the Strategic Priorities Committee in order to finalize the 2022 Capital Budget for deliberation and consideration of Council at the Special Council meeting on November 16, 2021.

RECOMMENDATION

THAT COR 33-2021 Draft 2022 Capital Budget report be received; and

THAT the Strategic Priorities Committee recommends to Council:

THAT the 2022 draft capital budget be referred to the special meeting of Council on November 16 for approval (subject to any amendments raised by Committee); and

THAT staff be directed to prepare the 2022 draft operating budget to reflect a proactive asset management approach where the minimum annual capital reserve transfer be the greater of a 5% increase or the annual increase in funding deficit that is caused by the current year's capital budget.

BACKGROUND

At the July 20, 2021 Special meeting of Council, the following motion was passed:

THAT COR 26-2021 Pre-Budget 2022 Report be received; and

THAT Council approves the proposed 2022 Budget process; and

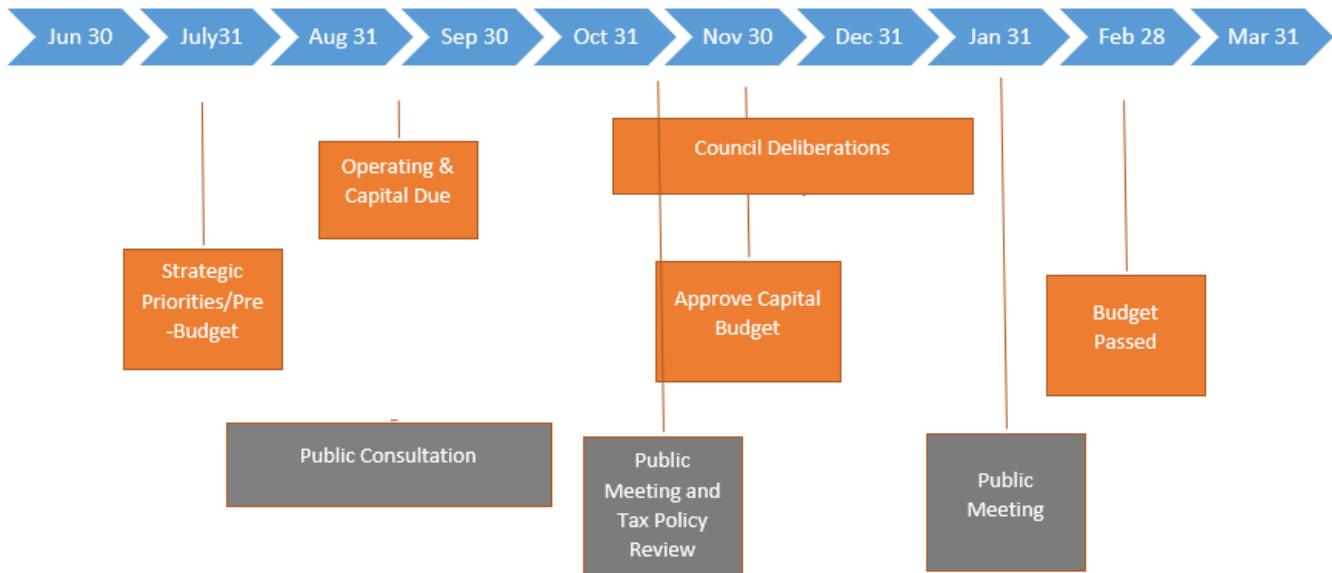
THAT Council eliminates the COVID user fee for the remainder of 2021, effective immediately; and

THAT By-law 66-2021, being a by-law to amend By-law 104-2020 to eliminate COVID fees, be considered; and

THAT Council provides the following budget direction to staff:

- That the 2022 budget target be 2%.

The 2022 budget schedule was approved as follows:



Since the July 20 meeting staff have worked to develop the draft capital and operating budget. The detailed budget schedule for deliberations has been set as follows:

2022 Budget meeting Schedule:

- October 19, 2021 – 9:00 a.m.
 - Asset Management review
 - Capital Budget review
- November 16, 2021 – 9:00 a.m. – 2:30 p.m.
 - Public Delegations
 - 2022 Draft Budget overview
 - Public Engagement report
 - Finalize 2022 Capital Budget
 - Fee By-law Review
 - Begin Operating Budget review
- December 7, 2021 – 9:00 a.m. – 2:30 p.m.
 - Complete Operating Budget review
 - Reserves and Reserve Funds
 - 2022 Budget report backs
 - 2022 Draft Budget adjustments and wrap-up
- January 18, 2022 – 9:00 am
 - Partner delegations if necessary
 - Community Grants review
 - 2022 Draft Budget – property tax policy review

REPORT

Discussion Item #1: Asset Management Review

The Town of St. Marys Asset Management Plan (AMP) is meant to create a structure to enable decision making for the Town to sustainably meet the current and future infrastructure needs of the community. The Asset Management Policy adopted by Council in 2019 has the following goals for its asset management program:

- Effectively deliver services through asset lifecycle management
- Create infrastructure sustainability by balancing levels of service, citizen expectations, the cost of service delivery and the actual needs of current and future assets
- Support sustainable growth and economic development
- Maintain prudent financial planning and decision making
- Engage internal and external stakeholders in the infrastructure management process

The COVID-19 pandemic significantly impacted progress of the Town's asset management program as resources and priorities were reassigned to manage the emergency. This experience was felt across the province and the provincial government responded by adjusting deadlines in the municipal asset management legislation. The deadline for an updated asset management plan was extended from July 1, 2021 to July 1, 2022. The next 12 months will see significant growth in the Town's asset management plan with the establishment of service levels, financial plans, and lifecycle strategies for the Town's assets. The updated asset management plan will also include asset repository updates with recent condition assessment data for many of the important asset categories that previously used age as a proxy for determining condition. Staff will require assistance with some aspects of these asset management plan updates and will request consultant support as part of the 2022 capital plan. Progress updates and an updated asset management plan will be presented to Council prior to the July 1, 2022 regulatory deadline.

2022 Capital Budget Project Sheets – AMP Information

An important component of strong public sector asset management is transparency. As such, staff prepare "capital project sheets" for each of the proposed current year capital projects. These sheets are meant to present all the relevant information for Council to properly consider the merits of a capital project before proceeding. The capital sheets have evolved over the last 5 years to include more information related to asset management for Council's consideration. That information includes:

1. *Investment Type* – this provides a high-level summary of the nature of the work. Entry options include the following:
 - a. New Acquisition – as implied, the project would result in the Town acquiring an asset that it did not previously own. A new acquisition typically results in an increase to operating budget, an increase to the funding deficit, and potentially an increase in service level. Council must be sure that this type of project is a necessity or priority because it usually negatively impacts the long-term financial position of the Town.
 - b. Remediation/Repair – a "lifecycle" event investment required to either achieve an asset's full useful life, or to extend an asset's useful life beyond the original estimated life expectancy.
 - c. Replacement – represents an investment where an existing asset is retired or disposed of and replaced with a new asset. This is generally meant to maintain an existing level of service but on occasion can represent an increase or decrease in level of service if the new asset is not equivalent to the existing. Replacement assets can have a positive or negative impact on operating budgets. For example, they can be more efficient than older

- assets which would reduce energy costs, or they can come with new safety measures or automation functions that increase inspection or maintenance costs.
- d. Disposal – a project that results in the removal or decommissioning of an asset with no replacement. This typically represents a reduction in level of service and can have positive impacts on both the operating budget and funding deficit.
2. *Estimated Useful Life* – this outlines the expected length of time the Town will own an asset before it needs to be disposed and replaced. This value is an estimate based on staff experience, industry standards, manufacturer recommendation, and supplier/peer input. From a financial statement perspective, the Town and its auditors use the estimated useful life to determine the amortization value of assets each year. From a financial planning perspective, the estimated useful life informs the financial strategies to ensure there is either enough cash available when the asset comes due for replacement, or to ensure that there is sufficient borrowing capacity if the Town intends to borrow to pay for its replacement.
3. *Lifecycle Costs* – an area often overlooked in the past, lifecycle costs include all the major maintenance, repair and disposal costs required for the asset to provide service for the duration of its estimated useful life. Asset ownership costs can often be represented by an “iceberg” where the initial construction or purchase cost is the only visible cost at the time of purchase but is merely a small fraction of the overall cost associated with owning the asset.

Example: A new bridge costs \$1.5 million to build and has an estimated useful life of 100 years. The estimated useful life assumes that the owner of the new bridge will properly maintain it and invest in maintenance/rehabilitation when necessary throughout its life. These investments include

- i. Regular inspections and cleaning, which likely add up to somewhere around \$100,000-\$200,000 over the course of its life
- ii. Minor maintenance such as waterproofing, paving, and concrete repairs every 30 years at \$200,000 per time for roughly \$600,000
- iii. Major rehabilitation activities such as superstructure replacement after 70 years which would be in the realm of \$500,000 – \$1M
- iv. Demolition and Disposal at the end of the asset’s life. This could be in the realm of \$100,000-\$200,000

Ignoring these lifecycle costs will result in the Town’s financial strategies drastically underestimating the funds required for future asset ownership.

4. *Impact to Operating Budget* – New and replacement assets will often come with impacts to the operating budget. Whether a new asset has maintenance, licensing, utility or staffing costs, the reality is that new assets will generally result in an increase to operating budgets. Replacement assets can either increase or decrease operating costs. These increases are typically realized the year following their purchase so the Town can set itself up for undesirable, uncontrollable operating budget increases if these costs aren’t fully understood prior to the capital investment.

If Council has goals for controlling tax increases, operating budget increases resulting from new assets can make these goals very difficult to achieve without cutting service levels elsewhere. The value presented in this row on the capital sheets is not the total operating cost of the new asset. Instead, it is the net overall impact to the operating budget after taking into account existing operating costs prior to the capital purchase.

Example: The Town installs 100m of new sidewalk where there previously was no sidewalk. The Town must now ensure that the sidewalk is maintained in the summer and winter months. Summer month activities include cleaning, inspecting, grinding and spot

replacements. Winter activities include plowing, salting, and sanding. Combined these activities would increase the annual operating budget by roughly \$200/yr.

5. *Impact to Funding Deficit* – This is perhaps the most important information within the asset management section of the capital project sheets. The Town's annual revenue does not currently cover the annual cost of ownership for all the Town's assets. The Town of St. Marys annual funding deficit is roughly \$670,000. When the Town purchases a new asset and does not collect a corresponding increase in revenue through taxation, there will be a net increase in the funding deficit. Likewise, when a replacement asset has a higher value than the original asset that it is replacing, the overall funding deficit will increase. This row in the capital sheets will help Council recognize whether the proposed project will put the Town in a better or worse financial position. For reference, a 1% increase in property tax levy brings in roughly \$120,000.

Example: An existing snow plow has a replacement value of \$300,000 in the asset management plan. Based on estimates collected prior to budget time, staff find the cost of a replacement plow truck has inflated faster than the AMP had estimated and the value in the capital plan is \$348,000. The estimated useful life of the plow truck is 12 years. The impact to the funding deficit will be $\$48,000/12\text{yrs} = \$4,000/\text{yr}$. If Council wanted to maintain the current funding deficit level, a corresponding tax increase of 0.03% would be necessary to offset the increased cost of this one asset.

6. *Impact to Level of Service* – This is not a financial indicator but instead represents what the impact of the investment will be on the physical services provided to the residents and visitors of St. Marys.
 - a. Increase – means that either a new or improved service level will be provided as a result of the investment
 - b. Maintain – often related to replacement-type investments. Sometimes an investment will be driven by a factor other than service (i.e. legislation change) and while the asset may be a new asset, it may not have an impact on how services are provided (i.e. safety equipment to be used on services already provided).
 - c. Reduce – typically associated with disposal type investments where an existing asset that provides service is not being replaced.
7. *Strategic Alignment* – this information helps Council understand the link between the investment and the overall strategic priorities of the Town. An investment could directly link to a priority identified in Council's Strategic Priorities document, could be linked to another planning document such as master plans/business plans, or be tied to planning documents such as the Town's Official Plan or Development Charges Study. Sometimes assets are not directly tied to a strategic document but are integral in providing an existing level of service (i.e. plow truck). In that case this field would be identified as "Operational Continuity". In the case where an investment is not tied to a strategic document or is simply a replacement meant to maintain service, the field will note "N/A" (not applicable). In the case of "N/A", there should be very strong supporting information to justify why staff consider such an investment a priority.

Funding for the Capital Program:

The Town of St. Marys uses the following funding sources for its capital program:

- *Grants:*
 - One-time project specific grants – These are typically application based and eligibility requirements are dependent on the source of the funding.
 - Federal Gas Tax – This program provides the Town with an annual allotment of approximately \$440,000 for capital funding within 17 eligible areas.

- Ontario Community Improvement Fund – This program provides the Town with an annual allotment of approximately \$280,000 for capital funding for core infrastructure.
- *Development Charges* – Development Charges are collected as new development building permits are received. The funds are placed in a DC reserve fund. When the Town builds a project that will benefit development, these funds are utilized based on the legislated calculations to fund the development related portion. The concept being that development should fund development.
- *Long Term Debt* – debt is an important financing tool, especially in recent years when interest rates have been so low. Debt is mostly used for large new or renewal assets (i.e. Fire Hall) where the debt can be spread over approximately half of the useful life of the asset.
- *Reserves* – each year the Town places capital funding to its capital reserves. Those reserves are used to fund the capital program each year. Using reserve transfers allows the Town to smooth out the annual ups and downs of a typical capital budget. The Town has several reserves to fund capital, but the two main reserves used to fund the projects for approximately 75% of the Town's assets are listed below:

Reserve/Reserve Fund	Estimated Balance at Dec. 31, 2021	Approx. Annual Reserve Transfer
Reserve – General Capital	\$3,150,000	\$1,300,000
Reserve - Roads	\$175,000	\$800,000
Total	\$3,325,000	\$2,100,000

The Town has been consistently increasing its annual capital reserve transfers to reduce the AMP funding deficit by a target of 5% per year. Five years ago, the annual capital reserve transfer was \$1,700,000; compared to the reserve transfer in 2021 of \$2,100,000.

Moving forward, staff are recommending the minimum annual capital reserve transfer be the greater of a 5% increase or the annual increase in funding deficit that is caused by the current year's capital. While the annual funding deficit changes due to several factors (changes in replacement costs, changes in technology, service level decisions, grant opportunities, etc.), this will ensure our annual funding deficit keeps up with the current annual capital plan for new acquisitions and updated replacement values. This policy approach also acts as a check and balance to ensure that the annual capital plan does not creep to include "new" assets that reflects wants over AMP needs.

If this policy approach were to be applied for 2022:

- A 5% increase in transfers would result in \$105,000 in new cash being added to the reserve.
- The current funding deficit impact resulting from the draft 2022 capital projects is estimated to be \$78,088.

Therefore, at minimum the 2022 capital reserve transfer should increase by \$105,000. As of the date of this report, the draft 2022 operating budget has been prepared to reflect this transfer to reserve as it is the Town's historic approach.

Over the next year, as the AMP is updated to meet legislated deadlines, staff will prepare a long-term asset management financial plan. This will incorporate the updated asset data, with a plan using the above noted capital funding options to identify any major financing gaps; along with recommendations on reducing those gaps.

Discussion #2: 2022 Draft Capital Budget

As in past years, staff from each department will present each individual project recommended for the 2022 Capital budget. The agenda package will include a 2022 Capital Budget Summary – Draft and each project will have an individual capital budget sheet with further detail.

In 2022, staff are presenting 66 projects with a total value of \$6,778,800.

FINANCIAL IMPLICATIONS

The financial impacts are noted in the body of the report and will be summarized in the draft 2022 budget being presented on November 16, 2022.

SUMMARY

Staff are presenting the 2022 draft capital budget projects consisting of 66 projects valued at \$6,778,800. The Strategic Priorities Committee will be presented the information for their review. The final capital budget will be presented to Council on November 16, 2022 for final approval.

STRATEGIC PLAN

- This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Prioritization of Assets

OTHERS CONSULTED

Senior Management Team

Senior Leadership Team

Jeff Wolfe, Asset Management Specialist

ATTACHMENTS

2022 Capital Budget Summary – Draft

2022 Capital Budget Sheets

REVIEWED BY

Recommended by the Department

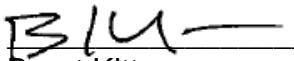


André Morin
Director of Corporate Services / Treasurer



Jeff Wolfe
Asset Management Specialist

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

2022 Capital Budget Summary

	Project	Department	Account #	2022 Budget	REVENUE SOURCE												
					RESERVES												
					Reserve - Gen Capital	Reserve - Roads	Reserve - Water	Reserve - Wastewater	Reserve - Landfill	Reserve - Fire	Reserve - Police	Reserve Equipment	Development Charges	Long Term Debt	Grant - Provincial	Grant - Federal	
1	Police Cruiser	Adm		\$64,000							\$64,000						
2	Fire Pumper (Pre-approved)	Fire		\$650,000							\$650,000						
3	IT Annual Equipment	Corp		\$48,000	\$48,000												
4	Folding/Postage Equipment	Corp		\$12,000	\$12,000												
5	ERP System Upgrades	Corp		\$325,000	\$81,250												\$243,750
6	Milt Dunnell park upgrades	Corp		\$387,500	\$137,500												\$250,000
7	Wayfinding Strategy Implementation	Corp		\$315,300	\$60,000												\$255,300
8	Library South Side Exit Door Replacement	Fac		\$5,000	\$5,000												
9	Library Church St. Door	Fac		\$6,000	\$6,000												
10	Library Retaining Wall Repairs	Fac		\$51,500	\$51,500												
11	Town Hall Carpet Replacement	Fac		\$33,000	\$33,000												
12	Town Hall Interior Renovation	Fac		\$80,000	\$80,000												
13	Lind Wall Retaining Wall Replacement	Fac		\$15,000	\$15,000												
14	Lind Sportsplex Door Replacement	Fac		\$8,000	\$8,000												
15	Lind Sportsplex Ice Surface Wall Painting	Fac		\$22,000	\$22,000												
16	Museum Retaining Wall Repairs	Fac		\$38,000	\$38,000												
17	MOC Window Replacement	Fac		\$38,000	\$38,000												
18	MOC Flooring Replacement	Fac		\$24,000	\$24,000												
19	MOC Boiler Replacement (Pre-Approved)	Fac		\$34,000	\$34,000												
20	Lind Canteen Upgrades	Fac		\$15,000	\$15,000												
21	Facility Energy Upgrades	Fac		\$50,000	\$50,000												
22	PRC HVAC Units	CS		\$350,000	\$350,000												
23	Evaporative Condenser Replacement	CS		\$115,000	\$115,000												
24	Dehumidification Unit	CS		\$50,000	\$50,000												
25	Reverse Osmosis System	CS		\$25,000	\$25,000												
26	Teddy's Field Lights	CS		\$175,000	\$175,000												
27	Zamboni Replacement	CS		\$110,000	\$110,000												
28	L-05 Utility Vehicle	PW		\$35,000									\$35,000				
29	T-20 5 Tonne Truck with Plow	PW		\$250,000									\$250,000				
30	Winter Fleet GPS Upgrades	PW		\$25,000									\$25,000				
31	PW Fleet Radio Upgrades	PW		\$25,000									\$25,000				
32	Columbarium	CEM		\$60,000	\$60,000												
33	Jones St. Parking Lot - Lighting	Parks		\$15,000	\$15,000												
34	Kin Park upgrades	Parks		\$10,000	\$10,000												
35	Asset Management Plan update	Corp		\$30,000													\$30,000
36	Annual Asphalt Resurfacing	Roads		\$213,000		\$213,000											
37	Road Condition Assessment	Roads		\$10,000		\$10,000											
38	East Ward Traffic Study	Roads		\$25,000		\$25,000											
39	Stormwater Management Improvement	Roads		\$25,000		\$25,000											
40	Guard Rail Replacement	Roads		\$60,000		\$60,000											
41	Sarnia Bridge and Emily Street Overpass - plank repairs	Roads		\$10,000		\$10,000											
42	Church St. Retaining Wall	Roads		\$10,000		\$10,000											
43	Water St. Bridge repairs	Roads		\$30,000		\$30,000											
44	Wellington St. S (Bridge to Park St.)	Roads		\$1,890,000		\$1,372,000		\$25,000					\$69,000				\$424,000
45	Wellington St. S. (Park to St. Maria)	Roads		\$40,000		\$40,000											
46	Victoria St. (Thames to End)	Roads		\$25,000		\$25,000											
47	Water Valve Replacement Program	Water		\$15,000			\$15,000										

2022 Capital Budget Summary

	Project	Department	Account #	2022 Budget	REVENUE SOURCE											
					RESERVES											
					Reserve - Gen Capital	Reserve - Roads	Reserve - Water	Reserve - Wastewater	Reserve - Landfill	Reserve - Fire	Reserve - Police	Reserve Equipment	Development Charges	Long Term Debt	Grant - Provincial	Grant - Federal
48	Well Inspection and Maintenance Program	Water		\$25,000			\$25,000									
49	Well 3 Actuator and Gate Valve Replacement	Water		\$17,000			\$17,000									
50	Rotometer Replacements (Well 2A / 3)	Water		\$15,000			\$15,000									
51	Well No. 1 Storage Building Improvements	Water		\$35,000			\$35,000									
52	Booster Station Rehabilitation	Water		\$100,000			\$100,000									
53	Wellington Street (Bridge to park)	Water		\$291,000			\$291,000									
54	Carling Street (Samuel to Dead End)	Water		\$15,000			\$15,000									
55	Wellington Street South (Park to St. Maria)	Water		\$15,000			\$15,000									
56	Steam Boiler Replacement	Wastewater		\$60,000				\$60,000								
57	Electrical System Evaluation	Wastewater		\$50,000				\$50,000								
58	Raw Sewage Check and Gate Valve Replace	Wastewater		\$75,000				\$75,000								
59	I&I Collection System Improvements	Wastewater		\$75,000				\$75,000								
60	Spare Chemical Metering Pumps	Wastewater		\$10,000				\$10,000								
61	RAS Pump 3 Replacement	Wastewater		\$30,000				\$30,000								
62	Centrifuge Fee Pump Rebuild P404	Wastewater		\$11,000				\$11,000								
63	Clarifier Weir Replacement #3	Wastewater		\$20,000				\$20,000								
64	Clarifier 3 Sandblasting and Painting	Wastewater		\$30,000				\$30,000								
65	Raw Sewage Exhaust Fan Replacement	Wastewater		\$10,500				\$10,500								
66	Interim Approval Earthworks	Landfill		\$45,000				\$45,000								
2022 CAPITAL PROJECTS - TOTAL				\$6,778,800	\$1,668,250	\$1,820,000	\$528,000	\$396,500	\$45,000	\$650,000	\$64,000	\$335,000	\$69,000	\$0	\$243,750	\$959,300
<hr/>																
2021 Carryforward Projects																
Police Radios	Adm			\$57,000												
Park Street Bridge Repairs	Roads			\$225,800												
Waterloo St. S Road Reconstruction	Roads			\$705,000												
Elizabeth St. Road Reconstruction	Roads			\$417,000												
Grand Trunk Trail Staircase	PW			\$89,000												
WWTP Inlet Works, Grit Removal & Admin Building	Wastewater			\$4,900,000												
Sanitary Inflow & Infiltration Program	Wastewater			\$100,000												
EPA - Design and Approvals for Expansion	Landfill			\$270,000												
Barn Window Repairs - Museum Barn	Facilities			\$5,000												
2021 Carryforward Projects Sub Total				\$6,768,800												
<hr/> <i>Highlighted rows include projects that impact the asset management funding deficit</i>																

TOWN OF ST. MARYS 2022 Capital Project

PROJECT # 1 Police Cruiser Replacement
DEPARTMENT: Administration **LOCATION:** Town Wide

PROJECT DETAILS

SCOPE OF THE WORK

This project involved the replacement of one of the two police cruisers purchased by the Stratford Police Service for the Town of St. Marys. Per the terms of the service agreement, St. Marys pays for the purchase, the asset is owned by the SPS, and any residual value left in the asset is accrued to St. Marys. There may be a small value for trade-in which will be deducted from the invoice provided to St. Marys.

JUSTIFICATION

Police cruisers are traded in on a 2-3 year lifecycle, depending on the total number of kilometers. This project is the first lifecycle replacement of a St. Marys cruiser since the beginning of the service contract in November 2018.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	3 years
Lifecycle Costs	None.
Impact to Operating Budget	None - operating costs are paid through the annual SPS service charge
Impact to Funding Deficit	N/A
Impact to Level of Service	None - Maintains existing service level.

STRATEGIC ALIGNMENT Strategic Plan

BUDGET

COSTS	
Cruiser - Chassis and Body	\$45,000
Outfitting (lights, equipment, computer, etc.)	\$18,000
Car Wrap	\$1,000
TOTAL	\$64,000
FUNDING	
Reserve - Police	\$64,000
TOTAL	\$64,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #3 IT Annual Capital
DEPARTMENT: Corporate Services **LOCATION:** 408 James St. South

PROJECT DETAILS

SCOPE OF THE WORK

Capital purchases in 2022 will include annual computer replacements, UPS (uninterrupted power supplies) replacement, and desk phone replacements.

JUSTIFICATION

Computer replacements occur annually with the replacement of computers that are 4 - 6 years old. The UPS and desk phones are due for replacement as they are approaching the 10- year life expectancy. The desk phones replacement will include a review in order to reduce hardware and save annual operating costs.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	Computers: 6 years UPS and phones: 10 years
Lifecycle Costs	n/a
Impact to Operating Budget	may result in slight decrease
Impact to Funding Deficit	n/a
Impact to Level of Service	Maintain the existing level of service.

STRATEGIC ALIGNMENT

BUDGET

COSTS

Computer Replacements	\$16,000
UPS replacement	\$20,000
Desk phones	\$12,000
TOTAL	\$48,000



FUNDING

Reserve - General Capital	\$48,000
TOTAL	\$48,000

COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #4 Replacement of folding/postage machine
DEPARTMENT: Corporate Services **LOCATION:** 408 James St. South

PROJECT DETAILS

SCOPE OF THE WORK

Replace the existing folding machine and postage machine.

Will investigate options to enhance paperless document handling as part of the procurement.

JUSTIFICATION

The current folding machine often fails, and leaves papers crumpled and requiring manual folding, this requires additional time and manual labour for large mail jobs, like property taxes. The machines are well over 15 years old, well past their useful life.

ASSET MANAGEMENT

Investment Type Replacement

Estimated Useful Life 10 years

Lifecycle Costs N/A

Impact to Operating Budget Maintenance costs - \$350/year

Impact to Funding Deficit N/A

Impact to Level of Service Maintain the existing level of service.

STRATEGIC ALIGNMENT N/A

BUDGET

COSTS

Equipment	\$12,000
TOTAL	\$12,000



FUNDING

Reserve - General Capital	\$12,000
TOTAL	\$12,000

COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #5 ERP (Enterprise Resource Planning) Software Implementation
DEPARTMENT: Corporate Services **LOCATION:** 408 James St. South

PROJECT DETAILS

SCOPE OF THE WORK

Purchase and implement a new ERP system to replace our current financial system and some of our subsidiary systems. The exact scope will be determined once the Town's Information Systems Strategic Plan is complete. The Town will apply for a modernization grant for this project.

JUSTIFICATION

In 2021, the Town received a modernization grant to perform an Information Systems Strategic Plan with a report forthcoming to Council in November. One of the recommendations expected to come forth is the implementation of an ERP system organization wide to create organizational efficiencies and better decision making. The current financial system is over 20 years old with little development being performed and likely will be at risk of being unsupported in the next few years.

ASSET MANAGEMENT

Investment Type Replacement/Enhancement
Estimated Useful Life 20 years

Lifecycle Costs n/a

Impact to Operating Budget Annual hosting/support \$40,000 - \$50,000

Impact to Funding Deficit \$325,000/20 years = \$16,250/year - not in AMP

Impact to Level of Service Maintain the existing level of service.

STRATEGIC ALIGNMENT N/A

BUDGET

COSTS

ERP Software and Implementation	\$250,000
Project Management	\$75,000
TOTAL	\$325,000

FUNDING

Reserve - General Capital	\$81,250
Modernization Grant (Provincial Grant)	\$243,750
TOTAL	\$325,000

COMMENTS



TOWN OF ST. MARYS 2022 Capital Project

PROJECT #6 Flats park upgrades
DEPARTMENT: Corporate Services **LOCATION:** Milt Dunnell Park

PROJECT DETAILS

SCOPE OF THE WORK

The scope of work will be defined by the master plan to be completed by the spring of 2022. However, the Town had an opportunity to apply for a FedDev grant in 2021 applying for the main components of the Flats project - paving, parking and accessible washroom.

JUSTIFICATION

As part of the Town's strategic plan to re-profile Milt-Dunnell Park, this project (if grant approval is received) will allow the Town to begin the physical implementation of the project.

ASSET MANAGEMENT

Investment Type Replacement/new

Estimated Useful Life 20 years

Lifecycle Costs tbd in master plan

Impact to Operating Budget tbd as part of master plan

Impact to Funding Deficit Yes - will be quantified in our master plan

Impact to Level of Service Maintain the existing level of service.

STRATEGIC ALIGNMENT

Redefine Milt Dunnell Park

BUDGET

COSTS

Paving/Parking	\$120,000
Accessible Washroom	\$200,000
Contingency	\$30,000
Signage, fixtures, etc.	\$10,000
Consulting	\$27,500
TOTAL	\$387,500

FUNDING

Reserve - General Capital	\$137,500
FedDev (not yet confirmed)	\$250,000
TOTAL	\$387,500

COMMENTS



TOWN OF ST. MARYS

2022 Capital Project

PROJECT #7 Wayfinding Strategy Implementation
DEPARTMENT: Corporate Services **LOCATION:** Community Wide

PROJECT DETAILS

SCOPE OF THE WORK

To implement the Town's Signage and Wayfinding strategy; providing enhanced signage and wayfinding for all the Town's significant amenities. The full project is conditional on grant funding.

JUSTIFICATION

In 2018 the Town Council passed a Signage and Wayfinding Strategy for St. Marys. The strategic document is to be used as a public reference guide for a consistent and collaborative approach to signage for residents and tourists. As our tourism begins to recover from the pandemic, it is time to implement the signage laid out in the strategy, with some revisions. The plan would be updated based on the learnings and changes since 2018.

ASSET MANAGEMENT

Investment Type	Replacement/new
Estimated Useful Life	15 years
Lifecycle Costs	tbd
Impact to Operating Budget	Approx. \$3,000/year
Impact to Funding Deficit	\$21,000
Impact to Level of Service	Increase in existing level of service.

STRATEGIC ALIGNMENT

Strategic Plan Pillar 2: Communication and Marketing
Signage and Wayfinding Strategy

BUDGET

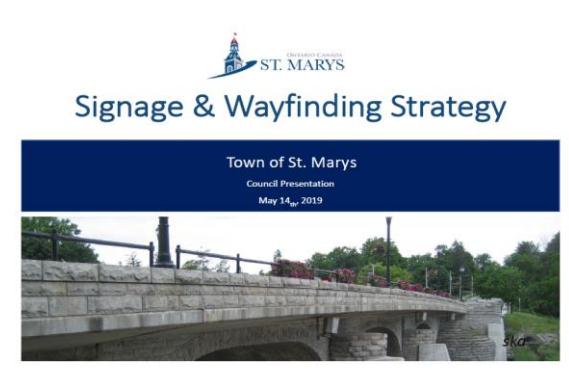
COSTS

Capital/Signage	\$245,300
Expertise/Project management	\$50,000
Other Materials	\$20,000
TOTAL	\$315,300

FUNDING

Reserve - General Capital	\$60,000
Tourism Relief Fund (not confirmed)	\$255,300
TOTAL	\$315,300

COMMENTS



TOWN OF ST. MARYS

2022 Capital Project

PROJECT #8 Replacement of Library South Side Exit Door
DEPARTMENT: Facilities **LOCATION:** 15 Church St. North

PROJECT DETAILS

SCOPE OF THE WORK

The removal of the existing exit door on the southside of the Library and the installation of a new metal door.

JUSTIFICATION

The existing door is at the end of its useful life. The wood trim on the door is starting to fall apart and rot. If the door is not replaced the building envelope will eventually be compromised. Start leaking and allowing outside elements into the building.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	20 years
Lifecycle Costs	\$0
Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$5,000
TOTAL	\$5,000

FUNDING	
Reserve - General Capital	\$5,000
TOTAL	\$5,000



COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #9 Refinishing of Library Church Street Door
DEPARTMENT: Facilities **LOCATION:** 15 Church St. North

PROJECT DETAILS

SCOPE OF THE WORK

The refinishing of the Church Street entrance door.

JUSTIFICATION

The Church Street door finish has started to fade and deteriorate due to the harsh winter salt and the effects of the weather. Refinishing the door will ensure the wood is protected and will extend the life of the door.

ASSET MANAGEMENT

Investment Type	Rehabilitation/Repair
Estimated Useful Life	20 years
Lifecycle Costs	\$6000 every 5 years in maintenance costs
Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$6,000
TOTAL	\$6,000

FUNDING	
Reserve - General Capital	\$6,000
TOTAL	\$6,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 10 Retaining Wall Repairs

DEPARTMENT: Facilities

LOCATION:

15 Church St. North

PROJECT DETAILS

SCOPE OF THE WORK

The pointing and stone repairs to the retaining wall on Church Street. The work will include the wall that runs from the Town Hall to the Library and between the Bell Building and the Library.

JUSTIFICATION

With all limestone structures the mortar becomes loose and dislodges over time due to the limestone absorbing moisture. The Library Wall has not been pointed in several years and is in need of a lot of work. This pointing will remove the portland cement that was used in the past. Replacing it with proper limestone mortar that will allow the moisture to exit the stone. Reducing the possibility of the stone popping from freezing of the water trapped in the stone.

ASSET MANAGEMENT

Investment Type	Repair
Estimated Useful Life	10 years
Lifecycle Costs	N/A

Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$46,500
Contingency	\$5,000
TOTAL	\$51,500

FUNDING	
Reserve - General Capital	\$51,500
TOTAL	\$51,500



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 11 Town Hall Basement Carpet Replacement
DEPARTMENT: Facilities **LOCATION:** 175 Queen St. East

PROJECT DETAILS

SCOPE OF THE WORK

The carpet on the basement level in the offices and the tile in the hallways will be replaced with a vinyl tile.

JUSTIFICATION

The carpet in the basement level of the Town hall is at the end of its useful life. There is staining and wear on the carpet. The tile in the hallways is due for replacement. Installing one vinyl tile flooring throughout the basement will ease cleaning requirements. Instead of vacuuming and mopping staff would only be required to mop the floors.

ASSET MANAGEMENT

Investment Type	Rehabilitation/Repair
Estimated Useful Life	10 years
Lifecycle Costs	N/A

Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$33,000
TOTAL	\$33,000

FUNDING	
Reserve - General Capital	\$33,000
TOTAL	\$33,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 12 First Floor Interior Renovation
DEPARTMENT: Facilities **LOCATION:** 175 Queen St. East

PROJECT DETAILS

SCOPE OF THE WORK

Solicit an interior designer to design the Council chambers and anti rooms of the First Floor of the Town Hall. Including the hallway and offices. Upgrade the lighting and IT infrastructure in the Council Chambers.

JUSTIFICATION

The Town Hall is the most iconic building in St. Marys and the Council Chamber needs to be an extension of that image, in its current state, it is not. The carpet in the first level of the Town hall is at the end of its useful life. There is staining and wear on the carpet. The interior of the first level has not been updated since the 1990's. The wood trim has wear and tear. The wallpaper is starting to pull off the wall. The whole floor is due for a make over.

ASSET MANAGEMENT

Investment Type Repair

Estimated Useful Life 10 years

Lifecycle Costs N/A

Impact to Operating Budget No impact

Impact to Funding Deficit N/A

Impact to Level of Service Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS

Design work	\$10,000
Construction	\$70,000
TOTAL	\$80,000



FUNDING

Reserve - General Capital	\$80,000
TOTAL	\$80,000

COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 13 Lind Sportsplex Wood Retaining Wall Replacement

DEPARTMENT: Facilities

LOCATION:

425 Water St. South

PROJECT DETAILS

SCOPE OF THE WORK

Removal and disposal of existing retaining wall. Installation of geotextile, 8 inch of clear stone base and installation of 18" regular Armour Stone retaining wall.

JUSTIFICATION

The existing retaining wall is original to the 1989 building of the Lind Sportsplex. The wooden timbers are rotting and starting to crumble. The installation of armour stone will eliminate the break down of the wall. The installation of drainage around the wall will divert damaging water and create proper drainage.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	20 years
Lifecycle Costs	N/A

Impact to Operating Budget	No impact
Impact to Funding Deficit	\$750
Impact to Level of Service	Maintain

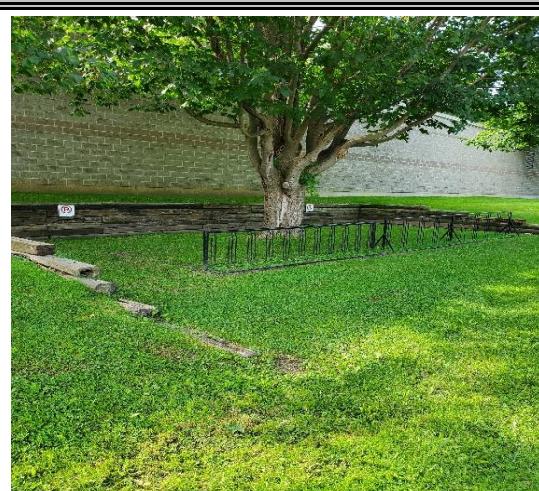
STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$15,000
TOTAL	\$15,000

FUNDING	
Reserve - General Capital	\$15,000
TOTAL	\$15,000



COMMENTS

Existing retaining wall not previously included in asset management plan so project showing an impact to the funding deficit.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #14 Lind Sportsplex Lobby Door Replacement
DEPARTMENT: Facilities **LOCATION:** 425 Water St. South

PROJECT DETAILS

SCOPE OF THE WORK

Removal of existing lobby door and frame. Installation of new door and frame.

JUSTIFICATION

The existing lobby door is original to the 1989 building of the Lind Sportsplex. The frame of the door is rusting at the floor. The door has reached the end of its useful life and is due for replacement.

ASSET MANAGEMENT

Investment Type	Repair
Estimated Useful Life	20 years
Lifecycle Costs	N/A

Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$8,000
TOTAL	\$8,000
FUNDING	
Reserve - General Capital	\$8,000
TOTAL	\$8,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 15 Lind Sportsplex Ice Surface Wall Painting
DEPARTMENT: Facilities **LOCATION:** 425 Water St. South

PROJECT DETAILS

SCOPE OF THE WORK

Painting of the walls in the ice surface area. Removal of signage, patching of any cracks or damage areas, and then painting of the wall. Painting of the ceiling in the lobby, washroom, and guard room areas.

JUSTIFICATION

The walls have not been painted in 10 to 15 years. The paint is beginning to fade and is due for a refresh.

ASSET MANAGEMENT

Investment Type	Repair
Estimated Useful Life	10 years
Lifecycle Costs	\$22,000 every 10 years.
Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

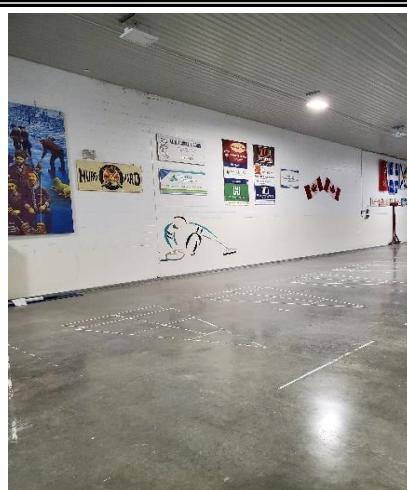
STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$22,000
TOTAL	\$22,000

FUNDING	
Reserve - General Capital	\$22,000
TOTAL	\$22,000



COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #16 Museum Retaining Wall Repairs
DEPARTMENT: Facilities **LOCATION:** 177 Church St. South

PROJECT DETAILS

SCOPE OF THE WORK

Removal of existing mortar and damaged stones on the Church Street retaining wall. Re-pointing of the wall and replacement of damaged stones in the southern section . Repairs to cap stones on the north section of the wall. North section wall is in good shape and does not need repointing at this time.

JUSTIFICATION

With all limestone structures the mortar becomes loose and dislodges over time due to the limestone absorbing moisture. The Museum Retaining Wall has not been pointed in several years and is in need of a lot of work. This past summer a couple of the stones crumbled and needed to be replaced.

ASSET MANAGEMENT

Investment Type	Repair
Estimated Useful Life	10 years
Lifecycle Costs	N/A
Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$34,000
Contingency	\$4,000
TOTAL	\$38,000

FUNDING	
Reserve - General Capital	\$38,000
TOTAL	\$38,000

COMMENTS

Will work with Public Works to determine what efficiencies or cost reduction can be achieved by pairing with the Public Works Church St. S. retaining wall in the road allowance.



TOWN OF ST. MARYS

2022 Capital Project

PROJECT # _17 MOC Window Replacement
DEPARTMENT: Facilities **LOCATION:** 408 James St. South

PROJECT DETAILS

SCOPE OF THE WORK

Removal of existing glazing and replacement with thermal glazing. Re-using the existing frames. All windows in the office area are to be replaced.

JUSTIFICATION

The windows are original to the building (2006) and at the end of their useful life span. Many of the windows have lost their thermal seal. Moisture is gathering in between the pains of glass. The compromised seals are allowing outside air into the building. This in turn creates inefficiencies in our heating and cooling.

ASSET MANAGEMENT

Investment Type Replacement
Estimated Useful Life 10 years

Lifecycle Costs N/A

Impact to Operating Budget No impact
Impact to Funding Deficit N/A
Impact to Level of Service Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$38,000
TOTAL	\$38,000

FUNDING	
Reserve - General Capital	\$38,000
TOTAL	\$38,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 18 MOC Vinyl Flooring Replacement
DEPARTMENT: Facilities **LOCATION:** 408 James St. South

PROJECT DETAILS

SCOPE OF THE WORK

Removal of existing tile flooring and replacement with vinyl tile throughout the office public areas. This includes lunchrooms, washrooms and hallways.

JUSTIFICATION

The existing tiles are original to the building (2006) and are due for replacement. The Public Works hallway flooring of the MOC has taken damage over the years. The tiles are scratched and pitted from heavy traffic. Stripping and waxing will not bring the tiles back to an acceptable standard.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	10 years
Lifecycle Costs	N/A
Impact to Operating Budget	No impact
Impact to Funding Deficit	\$2,400
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$24,000
TOTAL	\$24,000
FUNDING	
Reserve - General Capital	\$24,000
TOTAL	\$24,000



COMMENTS

Replacement cost higher than originally estimated in AMP, therefore showing an impact to Funding Deficit.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 19 MOC Boiler Replacement
DEPARTMENT: Facilities **LOCATION:** 408 James St. South

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of the 3 boilers that heat the shop area of the MOC.

JUSTIFICATION

The boilers are original to the building (2006) and are due for replacement. Boiler #1 has failed and needs replacement immediately and boilers 2 & 3 are the same age. This will be a pro-active replacement of boiler 2 & 3 rather than wait for them to fail.

asset MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	10 years
Lifecycle Costs	500/year
Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$30,000
Contingency	\$4,000
TOTAL	\$34,000

FUNDING	
Reserve - General Capital	\$34,000
TOTAL	\$34,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 20 Lind Sportsplex Canteen Upgrades
DEPARTMENT: Facilities **LOCATION:** 425 Water St. South

PROJECT DETAILS

SCOPE OF THE WORK

Painting of the walls, replacement of the counters & cabinets. Installation of a fan to create air flow.

JUSTIFICATION

The existing canteen cabinets are from the original build (1989). The cabinets are well worn and need replacement. The walls will need new paint once the old cabinets are removed. The installation of a fan will help with the temperature issue in the summer months. The canteen is not air conditioned and the service window is open to the outside.

ASSET MANAGEMENT

Investment Type	Rehabilitation/Repair
Estimated Useful Life	10 years
Lifecycle Costs	N/A

Impact to Operating Budget	No impact
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$15,000
TOTAL	\$15,000

FUNDING	
Reserve - General Capital	\$15,000
TOTAL	\$15,000



COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT # 21 Energy Efficient Projects - Various
DEPARTMENT: Facilities **LOCATION:** Various

PROJECT DETAILS

SCOPE OF THE WORK

As part of the Town's Climate Change Action Plan, \$50,000 is allocated annually to make efficiency upgrades to aging or outdated technology. Projects are usually related to lighting, HVAC, and buildings.

JUSTIFICATION

The goal is to meet the Town's annual climate change action plan targets by continuing to make upgrades that reduce our overall energy consumption

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	10 years
Lifecycle Costs	N/A
Impact to Operating Budget	Reduction in hydro consumption
Impact to Funding Deficit	N/A
Impact to Level of Service	Maintain

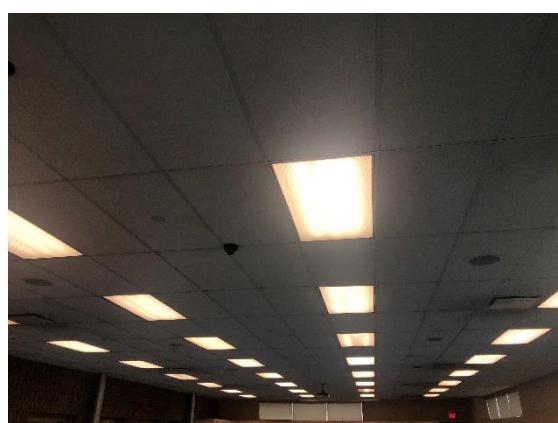
STRATEGIC ALIGNMENT

Strategic Priority - Maintenance prioritization; Initiative - Prioritize heritage assets, in terms of importance and develop maintenance schedule and budget accordingly

BUDGET

COSTS	
Engineering	\$0
Construction	\$50,000
TOTAL	\$50,000

FUNDING	
Reserve - General Capital	\$50,000
TOTAL	\$50,000



COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT # - 22 Engineered Air HVAC Units (4)
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of the Engineered Air HVAC units which service the 2/3 hall, Friendship Centre, Multipurpose room, and kitchen. Three units were installed in 2004 as part of the Friendship Centre build and the unit servicing the Community Centre was installed years prior.

JUSTIFICATION

The PRC lifecycle plan references the Engineered Air units as due for replacement, also noted in service contract reports as being in need of more frequent repairs. UV light filtration systems have been added to these systems during the pandemic and will be transferred over to service the new systems in order to provide the safest indoor air quality possible.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	20 years
Lifecycle Costs	\$20,000 over lifespan for UV bulbs, motor replacement, electronic components
Impact to Operating Budget	Reduction of \$1,000 annually due to increased energy efficiency
Impact to Funding Deficit	\$5,000
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Plan Pillar #4 - Culture and Recreation;
 Recreation and Leisure Master Plan
 PRC Business Plan

BUDGET

COSTS	
Construction	\$350,000
TOTAL	\$350,000
FUNDING	
Reserve - General Capital	\$350,000
TOTAL	\$350,000



COMMENTS

Energy savings anticipated to be offset by utility rate increases.

These rooftop units are the largest units which service indoor meeting spaces in the Friendship Centre and Community Centre.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #23 Evaporative Condenser Replacement
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of the rooftop Evaporative Condenser via crane, utilized as part of the refrigeration plant to discharge heat removed from the ice pads during the refrigeration process.

JUSTIFICATION

The PRC lifecycle plan identifies the evaporative condenser as due for replacement. The condenser has reached end of life performance with inefficiencies causing an increase in utility costs during operation. Also, there is risk to significant loss of ammonia to the atmosphere due to deterioration of the galvanized steel piping, as pinhole leaks have already been repaired in 2019 and 2020 with further damage noted in locations which are unable to be repaired if there's a failure. Stainless steel piping as a replacement would increase the potential lifespan of equipment by up to 25%.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	20 years for stainless steel piping. Stainless is recommended due to hard water supply.
Lifecycle Costs	\$10,000 over lifespan for replacement of motors, VFD, relief valves
Impact to Operating Budget	Reduction of \$500/year due to increased operational efficiency.
Impact to Funding Deficit	None
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Plan Pillar #4 - Culture and Recreation
 Recreation and Leisure Master Plan
 PRC Business Plan

BUDGET

COSTS	
Replacement	\$115,000
TOTAL	\$115,000
FUNDING	
Reserve - General Capital	\$115,000
TOTAL	\$115,000



COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #24 Dehumidification Unit - Desiccant Wheel
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of the desiccant wheel to preserve the lifespan of the unit overall. The dehumidification unit is a large mechanical unit which removes moisture from both ice surfaces in the arena to control relative humidity, a vital part of the refrigeration process which is required due to the design of the building as well as operating parameters within the local climate during the typical ice season from September through April.

JUSTIFICATION

The PRC lifecycle plan references the desiccant wheel as due for replacement, also noted in refrigeration service contract reports. The desiccant wheel is the primary piece of equipment which removes moisture from the air in the arena, preventing fog and water drips from damaging the ice. Replacing the wheel at this time should ensure another 10-15 years of use.

ASSET MANAGEMENT

Investment Type	Rehabilitation/Repair
Estimated Useful Life	15 years
Lifecycle Costs	None
Impact to Operating Budget	None
Impact to Funding Deficit	None
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Plan Pillar #4 - Culture and Recreation
 Recreation and Leisure Master Plan
 PRC Business Plan

BUDGET

COSTS	
Construction	\$50,000
TOTAL	\$50,000

FUNDING	
Reserve - General Capital	\$50,000
TOTAL	\$50,000



COMMENTS

The unit overall is in good shape, with another 15 years expected prior to replacement of the system as a whole.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # 25 RO System - Zamboni Flood Water
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of the Reverse Osmosis Zamboni water treatment system.

JUSTIFICATION

The PRC lifecycle plan references the RO System as due for replacement. Also of note, the current system is obsolete, with no parts available should something fail that is proprietary to the system, such as the computer board. Water treatment is required as part of the ice making process to provide acceptable ice conditions due to the Town's hard water source, and as a part of the refrigeration process to remove particles from the water which affect heat transfer properties and thus the overall energy efficiency of the refrigeration system.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	10 years
Lifecycle Costs	\$10,000 over lifespan for water treatment, maintenance
Impact to Operating Budget	None
Impact to Funding Deficit	None
Impact to Level of Service	Maintain level of service

STRATEGIC ALIGNMENT

Strategic Plan Pillar #4 - Culture and Recreation
 Recreation and Leisure Master Plan
 PRC Business Plan

BUDGET

COSTS	
Replacement	\$25,000
TOTAL	\$25,000

FUNDING	
Reserve - General Capital	\$25,000
TOTAL	\$25,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #26 Lights - Teddy's Field
DEPARTMENT: Community Services **LOCATION:** 285 Water St. South

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of the wooden light stands and metal halide lights with new stands and LED lights at Teddy's field.

JUSTIFICATION

The light stands were installed in 1968 and have serviced the field since, with a dual purpose of providing lighting for the fields, as well as protective netting to prevent baseballs from landing on Water St. South or the adjacent property at 291 Water St. South. Electrical service contractors have noted during light bulb changes, there is risk of failure of the light fasteners resulting in a light falling due to rotten wood. To extend the life of the stands, the lights have already been lowered once by cutting wood which was rotten at the tops of all the stands. Also of note, the metal halide bulbs cost significantly more to operate than LED replacements, and they are being phased out in the coming years. While the Recreation and Leisure Master Plan does not support additional baseball diamonds at this time due to the local population, it encourages the current partnership and Agreement between the Town and the Canadian Baseball Hall of Fame. Teddy's field is one of the diamonds managed by the Baseball Hall of Fame included within the Agreement, and is the only softball diamond in Town provided with lighting. This field is utilized all 5 weekdays including the lights, and occasionally on Saturday and Sundays for both practices and games, from April through October.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	25-plus years for metal stands, average of 7 years per bulb
Lifecycle Costs	None
Impact to Operating Budget	None
Impact to Funding Deficit	\$7,000
Impact to Level of Service	Improved lighting, energy cost reductions through upgrade

STRATEGIC ALIGNMENT Strategic Plan Pillar #4 - Culture and Recreation

BUDGET

COSTS	
Replacement	\$175,000
TOTAL	\$175,000
FUNDING	
Reserve - General Capital	\$175,000
TOTAL	\$175,000



COMMENTS

The Baseball Hall of Fame diamonds are used 7 days a week for Minor Ball, Men's and Ladies Slo Pitch and Elite Baseball. On average using the statistics from 2018/2019 the five fields at the Baseball Hall of Fame hosted close to 1000 events each year, including games, practices, try-outs and clinics. Based on the usage of the HOF diamonds, if the lights are not replaced at the Teddy's Field there is no place to relocate games/practices that were played at this location under lights. Also of note, the Baseball Hall of Fame turned away teams in 2018 and 2019 prior to the pandemic, due to a demand greater than what is normal for a Town of this size.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #27 Zamboni Replacement
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Purchase of new propane-fuelled 440-series Zamboni with laser level system.

JUSTIFICATION

The primary Zamboni is out of service due to engine damage caused by accelerated wear due to a propane supply malfunction in 2016, the same year the machine was purchased. It was taken out of service in late September 2021 due to motor failure, with an older Zamboni in operation, without laser technology, until a replacement is available. The benefits of reduced costs of maintenance and energy consumption which the laser system offers is not being realized during this transition.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	7 years
Lifecycle Costs	\$20,000
Impact to Operating Budget	None
Impact to Funding Deficit	None
Impact to Level of Service	Maintain existing level of service

STRATEGIC ALIGNMENT

Strategic Plan Pillar #4 - Culture and Recreation
 Recreation and Leisure Master Plan
 PRC Business Plan

BUDGET

COSTS	
Replacement	\$105,000
TOTAL	\$105,000
FUNDING	
Reserve - General Capital	\$105,000
TOTAL	\$105,000



COMMENTS

The current laser system installed on the ice surfaces are exclusive to the Zamboni system thus sole sourcing to Zamboni would be necessary in order to save on the cost of converting to a different laser system.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #28 L-05 Utility Vehicle Replacement
DEPARTMENT: Public Works **LOCATION:** Cemetery, Landfill, Various Locations

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of L-05 Utility Vehicle.

JUSTIFICATION

Originally purchased to assist with landfill operations, the L-05 utility vehicle has also become an integral part of the Town's cemetery and sidewalk operations over the past five years. L-05 has not yet reached the end of its projected useful life but constant disruptive breakdowns have resulted in higher than anticipated maintenance costs in recent years and based on its condition, it is time to replace. The current machine is of poor quality and is constantly out of service. Public Works would like to replace the current vehicle with a more domestic version where accessible repair parts and service knowledge is more common in the local area. Constant breakdowns have been disruptive and time consuming for Town operations, so a higher quality machine is desirable to avoid those breakdowns.

ASSET MANAGEMENT

Investment Type Replacement
Estimated Useful Life 12 years

Lifecycle Costs N/A

Impact to Operating Budget N/A

Impact to Funding Deficit \$2,300 increase to funding deficit

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT

Operational Continuity

BUDGET

COSTS

Equipment Supply	\$35,000
TOTAL	\$35,000

FUNDING

Equipment Reserve	\$35,000
TOTAL	\$35,000

COMMENTS

The increase in funding deficit represents the higher capital cost of a new quality utility vehicle vs. the current poorly built unit.



TOWN OF ST. MARYS

2022 Capital Project

PROJECT #29 T-20 5 Tonne Truck W/ Plow
DEPARTMENT: Public Works **LOCATION:** Public Works

PROJECT DETAILS

SCOPE OF THE WORK

Direct replacement of T20, 5 tonne single axle plow truck.

JUSTIFICATION

T-20 is an integral piece of equipment for winter snow clearing operations. It's flat box also makes it the primary truck for concrete and asphalt removal during summer excavation projects. The truck is only in its 11th year of service and has not reached the end of its useful life but chassis order, plow outfitting and customizations take 18-24 months. The current truck will have reached its useful life by the time the new truck is delivered.

ASSET MANAGEMENT

Investment Type Replacement

Estimated Useful Life Twelve (12) years

Lifecycle Costs \$10,000

Impact to Operating Budget N/A

Impact to Funding Deficit \$0.00

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT Operational Continuity

BUDGET

COSTS

Equipment Supply	\$250,000
TOTAL	\$250,000



FUNDING

Equipment Reserve	\$250,000
TOTAL	\$250,000

COMMENTS

Primary truck for watermain excavations and concrete/asphalt removals. Directional blade plow truck in winter months capable of tighter spaces and turning radius. Used for moving material on pallets.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #30 Winter Fleet GPS Upgrades (AVL) Automatic Vehicle Locating
DEPARTMENT: Public Works **LOCATION:** Fleet / Water Tower

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of GPS units for winter operations vehicles. Includes data logging of specific winter operations, i.e. plow up/down, material application spinner status.

JUSTIFICATION

Town participated and was successful in optimization funding for winter operations in conjunction with County peer municipalities. Provincial funding for 60% of installation costs. Participating municipalities are reviewing potential vendors for functionality and standardizing for economy of scale in tendering.

ASSET MANAGEMENT

Investment Type Replacement
Estimated Useful Life Fifteen (15) years

Lifecycle Costs \$6,200

Impact to Operating Budget Nil
Impact to Funding Deficit \$1,700
Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT Operational Continuity

BUDGET

COSTS

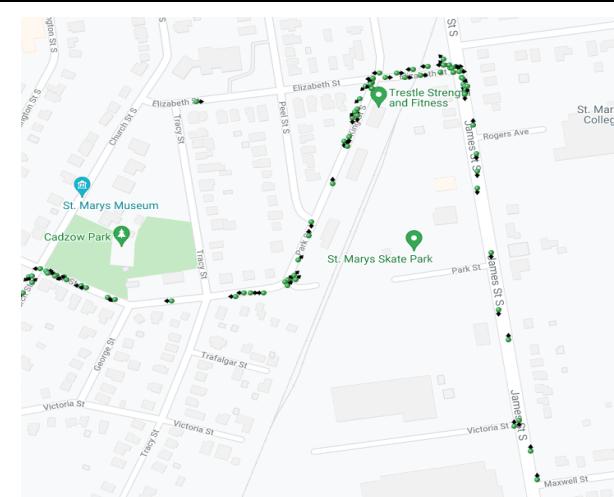
GPS - AVL Units for Winter Fleet	\$25,000
TOTAL	\$25,000

FUNDING

Equipment Reserve	\$10,000
Provincial Funding	\$15,000
TOTAL	\$25,000

COMMENTS

Exact costs are unknown at this point in the project, and are projected to be contained within proposed budget.



TOWN OF ST. MARYS 2022 Capital Project

PROJECT #31 Public Works Fleet Radio Upgrades (Tower Repeater)
DEPARTMENT: Public Works **LOCATION:** Fleet / Water Tower

PROJECT DETAILS

SCOPE OF THE WORK

Installation of radio repeater for water tower located at Victoria Street. Partial upgrades to legacy mobile fleet units, some are repeater compatible. New fleet replacement since 2016 will not require replacement to mobile radio. Several dead spots exist throughout town due to topology and point to point transmitting/receiving. All units will be configured to effectively transmit via the water tower, eliminating dead spots and improving operational communications.

JUSTIFICATION

Existing system is legacy with several fleet mobile units unable to utilize repeater configuration. Mobile personal units are unable to communicate beyond close proximity from handheld. Several dead spots exist throughout town due to topology and point to point transmitting/receiving.

ASSET MANAGEMENT

Investment Type Replacement

Estimated Useful Life 15 years

Lifecycle Costs 0

Impact to Operating Budget \$780 - Annual license for repeater channel

Impact to Funding Deficit \$1,000

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT Operational Continuity

BUDGET

COSTS

Tower Upgrades - Repeater	\$15,000
Partial Fleet Mobile Upgrades	\$10,000
TOTAL	\$25,000



FUNDING

Equipment Reserve	\$25,000
TOTAL	\$25,000

COMMENTS

Repeater upgrades will greatly improve personal mobile radio communication when interacting with fleet. Upgrades also include programming of St. Marys fire department "talk about" channels for localize Public Works support during emergency response.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #32 Columbarium Walls
DEPARTMENT: Public Works **LOCATION:** Cemetery

PROJECT DETAILS

SCOPE OF THE WORK

Add 2 additional columbarium curved wall features to existing columbariums at cemetery. 64 niches per wall, with 2 interments per niche. 128 additional niches.

JUSTIFICATION

Existing columbariums are nearing capacity. Patrons preplanning are looking for more niche location options and have asked for a timeline for expansion. Staff have noted that columbarium interments are becoming a favored option and are easy to administer.

ASSET MANAGEMENT

Investment Type Upgrade

Estimated Useful Life 100 years

Lifecycle Costs 0

Impact to Operating Budget None

Impact to Funding Deficit \$5,000 increase to Funding Deficit

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Columbarium	\$50,000
Concrete Pad & Install	\$10,000
TOTAL	\$60,000



FUNDING

Reserve - General Capital	\$60,000
TOTAL	\$60,000

COMMENTS

As the cemetery is self funded, and the columbarium niches are sold at a price expected to cover the capital costs - the \$60,000 will be recovered in the reserve from the Cemetery operations over a five (5) year period.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #33 Jones St Parking Lot Lighting Improvement
DEPARTMENT: Public Works **LOCATION:** Jones St. Parking

PROJECT DETAILS

SCOPE OF THE WORK

Installation of 2 new parking lot light fixtures on east side of parking lot.

JUSTIFICATION

Jones St. Parking lot is an important part of the Town's overnight downtown parking strategy. The area is very poorly lit and staff are concerned about user comfort as well as the risk of slip and falls as the Town directs more people to park overnight in this space. The lights would be connected to the Town's streetlight network and would be dusk to dawn. This investment is a facility improvement and a risk mitigation measure.

ASSET MANAGEMENT

Investment Type New Construction

Estimated Useful Life 25 years

Lifecycle Costs \$2,500

Impact to Operating Budget \$50

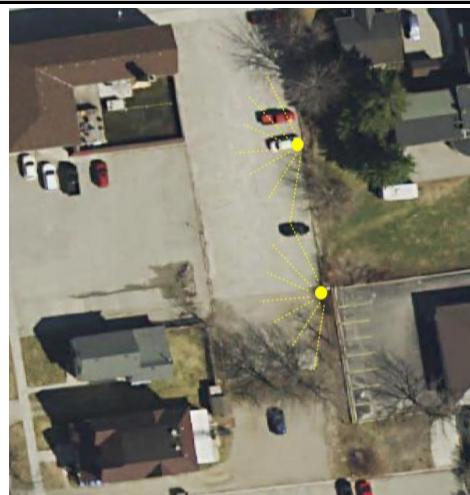
Impact to Funding Deficit \$600

Impact to Level of Service Increase Existing Level of Service

STRATEGIC ALIGNMENT Operational Continuity

BUDGET

COSTS	
Construction	\$15,000
TOTAL	\$15,000



FUNDING

General Capital Reserve	\$15,000
TOTAL	\$15,000

COMMENTS

This would be an upgrade to the parking lot and would increase the number of lit parking lots that the Town provides for overnight parking.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT # 34 Kin Park Swing Set
DEPARTMENT: Public Works **LOCATION:** Kin Park

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of Kin Park swing set with unit that is compliant with CSA CAN/CSA Z614 playground standards.

JUSTIFICATION

Current unit is nearing the end of its life with an undetermined age and is too high for available sand landing area. Topology of the park makes expansion of the sand landing area problematic. Swings have been removed and not in service since 2019.

ASSET MANAGEMENT

Investment Type Replacement

Estimated Useful Life Twenty (20) years

Lifecycle Costs 0

Impact to Operating Budget 0

Impact to Funding Deficit 0

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT Operational Continuity

BUDGET

COSTS

Equipment Supply	\$10,000
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TOTAL	\$10,000
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FUNDING

General Capital	\$10,000
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TOTAL	\$10,000
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COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #35 Asset Management Plan Update
DEPARTMENT: Corporate Services **LOCATION:** Administration

PROJECT DETAILS

SCOPE OF THE WORK

Developing Current Levels of Service, Asset Management Strategies, Financial Strategies and preparing updated asset management report in order to meet regulatory requirements.

JUSTIFICATION

The Province of Ontario regulates municipal Asset Management Planning through O.Reg 588/17. The regulation requires the Town to update its asset management plan by July 1, 2022. Town staff will work with a consultant to asset staff, specifically with developing the financial strategies and writing the updated report.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	Five (5) years
Lifecycle Costs	N/A
Impact to Operating Budget	N/A
Impact to Funding Deficit	\$5,000 increase to Funding Deficit
Impact to Level of Service	Maintain Existing Level of Service

STRATEGIC ALIGNMENT

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Consulting	\$30,000
TOTAL	\$30,000
FUNDING	
Feral Gas Tax	\$30,000
TOTAL	\$30,000

COMMENTS

The previous Asset Management Plan Report does not appear in Asset Repository but is considered an asset based on the Town's Asset Management Policy and therefore impacts funding deficit.



The 2016 Asset Management Plan for the
Town of St. Marys

Submitted by the Public Sector OneNet Inc. (PSNI)
www.publicsectoronest.com

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #36 Annual Asphalt Resurfacing
DEPARTMENT: Public Works **LOCATION:** Various Town Streets

PROJECT DETAILS

SCOPE OF THE WORK

Resurfacing (a.k.a. mill and pave) topcoat asphalt. Exact locations determined in spring prior to tender. Arterial and collector roads are prioritized. Estimated 1.3 km of road to be mill and paved.

JUSTIFICATION

Important component of asphalt road management program. Remediation work verified in 2014 Road Assessment Study and 2020/2021 Road Assessment Study. Restores surface condition and ride comfort.

ASSET MANAGEMENT

Investment Type	Rehabilitation
Estimated Useful Life	Fifteen (15) years
Lifecycle Costs	This is a maintenance activity to an existing asset. There are no lifecycle costs associated with this maintenance work. The original assets will continue to incur lifecycle costs.
Impact to Operating Budget	N/A
Impact to Funding Deficit	None
Impact to Level of Service	Maintain Existing Level of Service

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Equipment Supply	\$213,000
TOTAL	\$213,000
FUNDING	
Road Reserve	\$213,000
TOTAL	\$213,000



COMMENTS

This capital item is scheduled to slowly increase year after year to increase the program's capacity. The Town has 54km of paved roads, meaning that if the program cycled through all roads at its current funding, the Town's repaving cycle would be 42 years. Topcoat asphalt typically has a life of 15 years.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #37 Road Condition Assessment
DEPARTMENT: Public Works **LOCATION:** Various Locations

PROJECT DETAILS

SCOPE OF THE WORK

Perform an assessment of all roads in Town to determine their condition ratings. The assessment identifies road condition deficiencies and improvement requirements, based on the establishment of Pavement Condition Index (PCI) for each road section.

JUSTIFICATION

The assessment will provide additional information of the road network for the asset management plan and inform future capital and operating expenditures for preventative maintenance, rehabilitation and replacement of road segments.

ASSET MANAGEMENT

Investment Type Repair/Rehabilitation Study
Estimated Useful Life 2 years

Lifecycle Costs The study will inform an estimated \$5.7M in reconstruction, \$1.1M in resurfacing and \$350,000 in surface treatment capital budget costs as well as \$280,000 in asphalt patching and crack sealing operational costs over 5 years.

Impact to Operating Budget No direct impact, will inform future maintenance costs and locations.

Impact to Funding Deficit Not applicable

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT

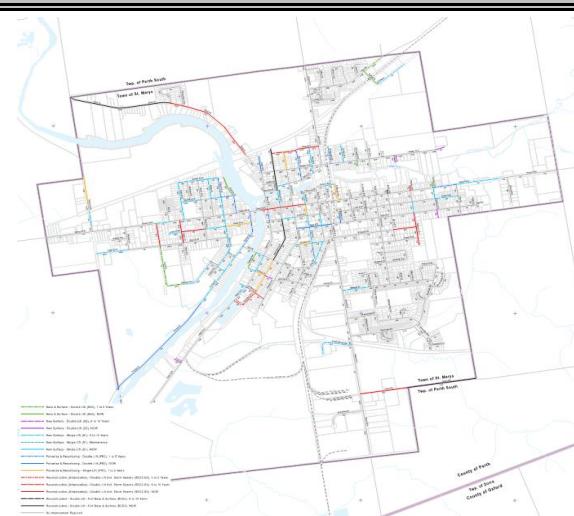
Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Engineering Consulting	\$10,000
TOTAL	\$10,000



FUNDING

Roads Reserve	\$10,000
TOTAL	\$10,000

COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #38 East Ward Traffic Study
DEPARTMENT: Public Works **LOCATION:** East Ward

PROJECT DETAILS

SCOPE OF THE WORK

Consultant to review vehicular and pedestrian traffic patterns on in the east ward, with a focus on Huron Street, Waterloo Street and Maxwell Street and provide recommendations on approaches to address resident concerns about traffic patterns, speeding and pedestrian safety. Study will review parking restrictions and consider potential development lands in the area that might impact future traffic patterns.

JUSTIFICATION

Council gave staff direction to include this project in the 2022 capital plan deliberations through Resolution 2021-08-17-05 after a report at the August 17, 2021, SPC meeting outlined various complaints and concerns raised by the public about traffic volumes and speed in the East Ward. Prior to any modifications to the road network, a warrant study is required to ensure that the changes are appropriate.

ASSET MANAGEMENT

Investment Type New Acquisition

Estimated Useful Life N/A

Lifecycle Costs N/A

Impact to Operating Budget Unknown at this time

Impact to Funding Deficit Unknown at this time

Impact to Level of Service Unknown at this time

STRATEGIC ALIGNMENT Operational Continuity

BUDGET

COSTS

Consulting	\$25,000
TOTAL	\$25,000

FUNDING

Roads Reserve	\$25,000
TOTAL	\$25,000



COMMENTS

This report will not be capitalized in the asset management plan so is not showing asset management related information but may result in some form of future investment in road safety measures.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #39 Annual Stormwater Management Improvements
DEPARTMENT: Public Works **LOCATION:** Various Locations

PROJECT DETAILS

SCOPE OF THE WORK

Installation of new or replacement catch basins, private drain connections or storm outlet infrastructure.

JUSTIFICATION

Similar to the annual wastewater capital program, staff regularly encounter stormwater issues that require the installation of catch basins or more extensive repairs that cannot be corrected within the confines of the annual operating budget. This budget allotment would allow staff the flexibility to address stormwater issues as they arise rather than waiting for the following annual budget process or bringing forward individual requests to Council throughout the year. Valid storm projects would include issues that increase Town liability such as; when water from Town property has the potential to cause property damage, where ponding creates hazards to pedestrians in the winter months due to freezing, or where water issues are resulting in accelerated deterioration of Town assets (i.e. road asphalt, curb or sidewalk). The majority of the costs associated with correcting storm water issues is restoration of hard surfaces such as asphalt, curb and sidewalk when installing storm connections.

ASSET MANAGEMENT

Investment Type New Acquisition
Estimated Useful Life 100 years

Lifecycle Costs \$5,000

Impact to Operating Budget \$30
Impact to Funding Deficit \$250
Impact to Level of Service Increased Stormsewer System Level of Service

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Construction	\$25,000
TOTAL	\$25,000



FUNDING

Roads Reserve	\$25,000
TOTAL	\$25,000

COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #40 Guard Rail Replacement
DEPARTMENT: Public Works **LOCATION:** Queen St. East at CN Overpass

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of posts and guard rail on all ends of Queen St. East CN Overpass.

JUSTIFICATION

Condition assessments of Town guard rails completed in 2021. The most immediate need was identified at the Queen St. East CN Overpass where posts have experienced heavy rot. Guard rail experiencing heavy rust in some areas. Replacement required to ensure structural integrity in the event of an accident.

ASSET MANAGEMENT

Investment Type Replacement

Estimated Useful Life 50 years

Lifecycle Costs \$5,000

Impact to Operating Budget N/A

Impact to Funding Deficit N/A

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Construction	\$60,000
TOTAL	\$60,000
FUNDING	
Roads Reserve	\$60,000
TOTAL	\$60,000



COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #41 Sarnia Bridge and Emily St. Overpass Board Replacement
DEPARTMENT: Public Works **LOCATION:** Grand Trunk Trail

PROJECT DETAILS

SCOPE OF THE WORK

Removal and replacement of rotten wooden planks on the Sarnia Bridge and Emily Street Overpass structures on the Grand Trunk Trail. Budget would allow for contractor to complete work, but staff would attempt to do this as part of operational works to reduce cost.

JUSTIFICATION

Some wood planks are starting to rot, creating ruts in the walking surface of the structure. If left, these could create trip hazards leading to slip and fall claims.

ASSET MANAGEMENT

Investment Type Repairs

Estimated Useful Life 15 years

Lifecycle Costs N/A

Impact to Operating Budget N/A

Impact to Funding Deficit N/A

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Construction	\$10,000
TOTAL	\$10,000



FUNDING

Roads Reserve	\$10,000
TOTAL	\$10,000

COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #42 Church Street S. Retaining Wall Repairs
DEPARTMENT: Public Works **LOCATION:** Church St. S. between Elizabeth and Park

PROJECT DETAILS

SCOPE OF THE WORK

Isolated repairs of block retaining wall between Elizabeth Street and Park Street. This will involve removal of loose material, filling the voids and installation of a stone façade in the areas where blocks have disintegrated.

JUSTIFICATION

A gravity retaining wall lines the east side of Church Street S. from Elizabeth Street and Park Street. There are blocks that appear to have degraded from freeze thaw cycles. These need to be repaired before the wall areas above the degradation start to fail.

ASSET MANAGEMENT

Investment Type Repair
Estimated Useful Life 5 years

Lifecycle Costs N/A

Impact to Operating Budget N/A

Impact to Funding Deficit N/A

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT

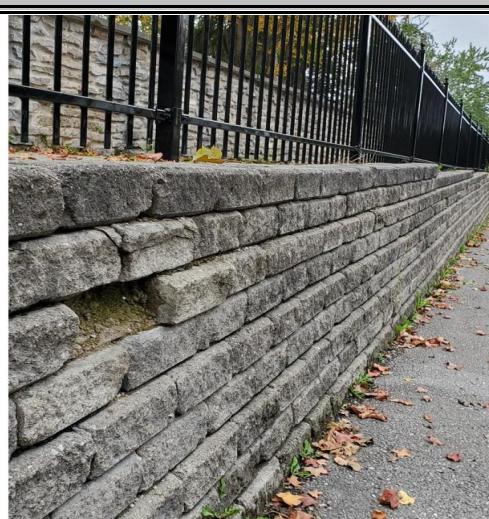
Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Construction	\$10,000
TOTAL	\$10,000



FUNDING

Roads Reserve	\$10,000
TOTAL	\$10,000

COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #43 Water Street Bridge - Deck Surface and Paint Touch-ups
DEPARTMENT: Public Works **LOCATION:** Water Street N.

PROJECT DETAILS

SCOPE OF THE WORK

Replacement of deck wearing surface and paint touch-ups on various steel structural components.

JUSTIFICATION

Water Street Bridge is a painted steel truss structure with a 5 tonne weight restriction for vehicle and pedestrian traffic. The steel structural components are constantly exposed to the degrading effects of salt, moisture, and UV light. Paint must be touched up regularly to protect the steel and slow rust formation. The bridge deck was replaced in 2016 with a steel deck complete with textured wearing surface. This surface has worn off in the wheel paths and needs to be refreshed to maintain vehicle traction.

ASSET MANAGEMENT

Investment Type Rehabilitation/Repair

Estimated Useful Life 5 years

Lifecycle Costs N/A

Impact to Operating Budget N/A

Impact to Funding Deficit N/A - this is a lifecycle maintenance event and does not impact the replacement value.

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Construction	\$30,000
TOTAL	\$30,000

FUNDING

Roads Reserve	\$30,000
TOTAL	\$30,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # _44 & 54 Wellington Street S. and N. Reconstruction

DEPARTMENT: Public Works

LOCATION:

Wellington St. from Parkview Dr. to Park St.

PROJECT DETAILS

SCOPE OF THE WORK

Wellington St. road reconstruction from Wellington St. Bridge to Park Street. Project contingent on successful OCIF Grant Application. Improve drainage with grading and new storm sewers/catch basins where necessary, change sidewalk grade so commercial business entrances meet AODA, replace deteriorated asphalt roadway, replace watermain between Queen St. and new watermain at bridge to create redundant large feed to North, replace copper water services from main to P/L (into building basements when buildings up against P/L), reline deteriorating sanitary sewer, correct streetlight grounding issue with new conduit/conductor and grounding, improve pedestrian safety with introduction of boulevard where currently curb face sidewalk, coordinate Telecom & Festival Hydro capital works.

JUSTIFICATION

Highest priority road reconstruction project based on existing road, stormwater, sidewalk, streetlight conditions as well as need for upsized watermain from Queen St. to the Wellington St. bridge. Storm sewer system currently inadequate soak away pits causing ponding during rain/snow melt. Road surface in poor condition. Sidewalks not accessible for downtown storefronts.

ASSET MANAGEMENT

Investment Type	Disposal/Replacement/New Acquisition
Estimated Useful Life	Road Base: 100 years, asphalt: 45 years, curb and sidewalk: 40 years, storm sewer: 100 years, water services: 60 years.
Lifecycle Costs	Road Base: \$327,000, asphalt: \$443,000, curb and gutter: \$85,000, sidewalk: \$91,000, storm sewer: \$328,000, water services: \$47,000
Impact to Operating Budget	\$920/year increase starting in 2023
Impact to Funding Deficit	\$2,006 increase to annual funding deficit
Impact to Level of Service	Increase storm sewer infrastructure

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Engineering, material testing	\$134,000
Construction	\$2,047,000
TOTAL	\$2,181,000
FUNDING	
Res Fd - Dev Charges	\$69,000
Res Fd - Fed Gas Tax	\$424,000
Reserve - Roads	\$1,372,000
Reserve - Water	\$291,000
Reserve - Wastewater	\$25,000
TOTAL	\$2,181,000



COMMENTS

Impact to funding deficit a result of storm sewer upgrades and increased replacement costs.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT # _ 45 & 56 Wellington St. S. and Victoria St. Reconstruction - Engineering

DEPARTMENT: Public Works

LOCATION:

Wellington St. S. Park to St. Maria

PROJECT DETAILS

SCOPE OF THE WORK

Engineering design work for a future reconstruction of Wellington Street S. from Park Street to St. Maria. St. and Victoria Street from Water St. to east of Wellington. A geotechnical assessment and sewer inspection would be completed to determine the necessary road base design and locations of necessary sewer repairs at the time of construction.

JUSTIFICATION

This section of Wellington Street is poor condition. The asphalt road surface is in very poor condition with PCI ratings of 35-43 (out of 100). Curb is in poor condition with many sections heaved and holding water. Storm sewer exists along most of the road and would be inspected to ensure any minor issues are repaired during construction. This section of Wellington Street is classified as a local road and only requires sidewalk on one side. Sidewalk would be reinstalled on one side of the road. Victoria Street is in poor condition and does not have curbs to direct water towards catch basins. the road would be reconstructed, and curbs installed to control storm water. Water services are at the end of their useful life and would be replaced from watermain to property line.

ASSET MANAGEMENT

Investment Type	Disposal/Replacement/New Acquisition
Estimated Useful Life	Road Base: 100 yrs, asphalt: 45 yrs, curb & sidewalk: 40 yrs, water services: 60 yrs.
Lifecycle Costs	Road Base: \$300,000, asphalt: \$406,000, curb & gutter: \$77,000, sidewalk: \$83,000, water services: \$47,000
Impact to Operating Budget	\$287/yr reduction starting in 2024
Impact to Funding Deficit	\$940 decrease to annual funding deficit
Impact to Level of Service	Improve level of Service for roadways. Strategically reduce level of service for sidewalk network.

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Engineering	\$55,000
TOTAL	\$55,000
FUNDING	
Roads Reserve	\$40,000
Water Reserve	\$15,000
TOTAL	\$55,000



COMMENTS

Note that the long-term operating cost and funding deficit both drop as a result of this project eliminating sidewalk on one side of Wellington Street.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #47 Water Valve Maintenance Program
DEPARTMENT: Water **LOCATION:** Various - Water System

PROJECT DETAILS

SCOPE OF THE WORK

Project to consist of the repair and/or replacement of existing water distribution valves ranging in size from 150mm to 300mm. Public Works Department to provide excavation services with Ontario Clean Water Agency to complete repairs and/or replacements.

JUSTIFICATION

With a fully developed valve exercising program implemented throughout Town on an annual basis, deficiencies are routinely identified. Valves which are identified as broken or not operable are prioritized for repair and/or replacement. Project ensures that resources are available to address deficiencies once they are identified and that the system is in a fit state of repair in the event of unplanned events or emergencies.

ASSET MANAGEMENT

Investment Type	Replacement / Repair
Estimated Useful Life	50 years (depending on service completed)
Lifecycle Costs	Not Applicable (lifecycling costs are negligible until a replacement is required)
Impact to Operating Budget	Not Applicable
Impact to Funding Deficit	No Impact to Funding Deficit
Impact to Level of Service	Maintain Level of Service

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Materials and Supplies	\$15,000
TOTAL	\$15,000
FUNDING	
Reserve - Water	\$15,000
TOTAL	\$15,000



COMMENTS

Annual program delivery to maintain the control network within the water distribution system.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #48 Well Inspection & Maintenance Program
DEPARTMENT: Water **LOCATION:** 209 Thomas St.

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the Town's Well Inspection and Maintenance program continue whereas the drinking water supply wells and equipment are removed, inspected, repaired, etc. to ensure that the wells and pump system remain in a preventative maintenance state as opposed to a reactive maintenance state.

JUSTIFICATION

The Town's Well Inspection and Maintenance Program completed an assessment of the drinking water supply wells once every 5 years to ensure preventative maintenance can be completed as required. Well No. 3 was last inspected in 2017 and is due for its 5-year inspection in 2022.

ASSET MANAGEMENT

Investment Type Maintenance Inspection

Estimated Useful Life 5 years

Lifecycle Costs Not Applicable

Impact to Operating Budget Not Applicable

Impact to Funding Deficit \$5,000 increase to Funding Deficit

Impact to Level of Service Maintain Existing Level of Service

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Construction	\$25,000
TOTAL	\$25,000



FUNDING

Reserve - Water	\$25,000
TOTAL	\$25,000

COMMENTS

Project was awarded in 2021 for a 3 year delivery with one of the 3 wells being serviced each year. Approximately \$25,000 to be incurred in 2022 under the program.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #49 Water Supply Valve Replacement
DEPARTMENT: Water **LOCATION:** Well No. 3

PROJECT DETAILS

SCOPE OF THE WORK

The proposed project would see the main actuator control valve and gate valve at Well No. 3 replaced as a preventative maintenance item to prevent prolonged down time in the event of a failure.

JUSTIFICATION

Well No. 3 was overhauled in circa 2003. As part of the overhaul, the main actuator gate valve and control were installed that provides automation control to the well site. The replacement of this equipment will allow for the well site to be offline during a planned replacement project which will limit the Down time of the well and can be completed with equipment delivery expectations accounted for. This allows the Town and our Operating Authority to be proactive in nature as opposed to reactive and could prevent a significant down time should the valving control fail unexpectedly.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	15 years
Lifecycle Costs	Routine seal replacement - \$500.00 every 5 years
Impact to Operating Budget	Nil
Impact to Funding Deficit	Nil
Impact to Level of Service	Maintain existing

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Materials and Supplies	\$17,000
TOTAL	\$17,000



FUNDING

Water Reserve	\$17,000
TOTAL	\$17,000

COMMENTS

The main gate valve and actuator control provides the automated operation of the Well Site
Valve Failure could prevent the operation of the well

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #50 Rotometer Replacement(s)
DEPARTMENT: Water **LOCATION:** Well 3

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the rotometers at Well No. 2A and 3 replaced with new units over a two-year period with Well No. 3 occurring in 2022.

JUSTIFICATION

The current rotometer units for Well No. 2A and 3 are instrumental in ensuring safe and standard chlorine dosages are being applied to water entering the distribution system. Their proper operations help to ensure that proper chlorine contact time dosages are being applied to meet disinfection requirements. The replacement of this equipment will allow for the well site to be offline during a planned replacement project which will limit the Down time of the well and can be completed with equipment delivery expectations accounted for. This allows the Town and our Operating Authority to be proactive in nature as opposed to reactive and could prevent a significant down time should the valving control fail unexpectedly.

ASSET MANAGEMENT

Investment Type Replacement
Estimated Useful Life 15 years

Lifecycle Costs Nil

Impact to Operating Budget Nil
Impact to Funding Deficit Nil
Impact to Level of Service Maintain Existing

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Equipment	\$15,000
TOTAL	\$15,000



FUNDING

Water Reserves	\$15,000
TOTAL	\$15,000

COMMENTS

Rotometers at the Well Sites control the chlorine disinfection dosages and are instrumental in maintaining proper disinfection requirements for the drinking water system.

TOWN OF ST. MARYS
2022 Capital Project

PROJECT # _51 Well No. 1 Storage Building Upgrades
DEPARTMENT: Water **LOCATION:** 55 St. George Street North

PROJECT DETAILS

SCOPE OF THE WORK

This work would see 2 buildings located at the Well No. 1 Site upgraded to ensure the building envelop remains in a secure state to protect and safeguard internal components, parts and materials. This project would see the asphalt shingle roof of the "Treatment" Building and "Pump House" Building replaced with asphalt shingles to match the other buildings at the Site as well as building envelop improvements for the storage building at the Site.

JUSTIFICATION

The asphalt shingles located on the treatment building and pumphouse building are circa 2005 and have reached the end of their useful life. As a property with a certain architectural element, and heritage building on the property, the roof for both buildings will be replaced with asphalt shingles selected to match the remaining roof systems for the Parts Storage building and the Reservoir building at the Site to maintain symmetry. Building envelop improvements will also be undertaken on the parts storage building (i.e. Heritage building) around the wood trim and stones to prevent vermin entry into the attic. Animals such as squirrels have historically been observed attempting to gain access to this building where voids between the historical woodwork and stone work meet along the facia.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	20 years

Lifecycle Costs	Nil
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Impact to Operating Budget	Nil
Impact to Funding Deficit	Nil
Impact to Level of Service	Maintain Existing

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Construction	\$35,000
TOTAL	\$35,000



FUNDING

Water Reserves	\$35,000
TOTAL	\$35,000

COMMENTS

Work on the parts storage building will need to be approved by the Heritage committee.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #54 Carling Street Watermain Improvements
DEPARTMENT: Water **LOCATION:** Carling Street

PROJECT DETAILS

SCOPE OF THE WORK

This project would consist of the design engineering work to determine options and design requirements for the replacement of a section of watermain on Carling Street south of the CNR right of way.

JUSTIFICATION

The current watermain that services properties on Carling Street is a legacy watermain that was installed in circa 1904 and is installed along the railway line. Currently the Town has an Easement Agreement in place for the watermain to ensure maintenance activities can be undertaken if needed, however access could be a challenge. In addition to access challenges, the 100mm dia. Cast iron watermain is being restricted by mineral build up which causes volume flow restrictions on the pipe which causes reduced pressure, and also reduces the level of chlorine in the system at this point. This project would see design engineering services completed to decommission the remaining legacy portion of the watermain and move to an installation within a municipally controlled right of way.

ASSET MANAGEMENT

Investment Type Replacement
Estimated Useful Life 100 years

Lifecycle Costs Nil

Impact to Operating Budget Nil

Impact to Funding Deficit Nil

Impact to Level of Service Improvement

STRATEGIC ALIGNMENT

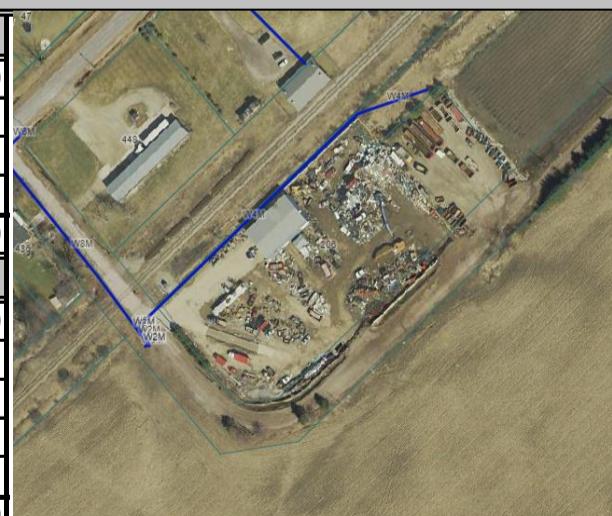
Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Engineering	\$15,000
TOTAL	\$15,000



FUNDING

Water Reserves	\$15,000
TOTAL	\$15,000

COMMENTS

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #56 Steam Boiler Replacement
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the replacement of the existing steam boiler for the lystek biosolids management system with a new unit. The new unit would be sized larger to be more productive to accommodate for additional growth in the community over the life expectancy of the boiler unit.

JUSTIFICATION

The existing boiler installed in circa 2009 has reached the end of its useful life and requires replacement. During the annual inspection of the boiler in 2021, staff was made aware of the declining condition of the boiler, and that it would likely not pass a further annual inspection and requires replacement. The steam boiler provides the heat for the lystek biosolids management process at the Water Pollution Control Plant that enables the Town to produce a Federally Registered fertilizer.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	10 years
Lifecycle Costs	Chemicals: \$10,000 annually and Annual Service: \$1,500.00
Impact to Operating Budget	Nil
Impact to Funding Deficit	Nil
Impact to Level of Service	Maintain Existing

STRATEGIC ALIGNMENT

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Equipment	\$60,000
TOTAL	\$60,000
FUNDING	
Wastewater Reserves	\$60,000
TOTAL	\$60,000



COMMENTS

Town staff notified that the existing boiler would not pass inspection in 2022 for continued operation.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #57 Electrical System Evaluation
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street, St. Marys, ON

PROJECT DETAILS

SCOPE OF THE WORK

This project would see an electrical system evaluation completed at the Site to determine available remaining capacity at the Site, and specifically within certain control panels, and buildings.

JUSTIFICATION

As the Town continues to grow, additional capacity will be required at the WPCP to manage the community needs into the future. As works have been completed in recent years, a recurring theme of electrical system capacity continues to emerge as new pumps, panels, etc. are brought online or replaced. This project would enable staff to identify electrical system pinch points at the facility that could be accommodated and accounted for during future facility improvements, design work and construction upgrades while working to minimize unforeseen costs in the future.

ASSET MANAGEMENT

Investment Type	Study
Estimated Useful Life	5 years
Lifecycle Costs	Nil
Impact to Operating Budget	Nil
Impact to Funding Deficit	Nil
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Study / Engineering	\$50,000
TOTAL	\$50,000



FUNDING

Wastewater Reserves	\$50,000
TOTAL	\$50,000

COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #58 Raw Wetwell Gate and Check Valves
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the 4 raw wetwell gate and check valves replaced with new control valves.

JUSTIFICATION

The existing gate and check valves for the raw water wetwell were originally installed in circa 1972 and have reached the end of their useful life. Required repairs in recent years have enabled their continued operation, however noted a deteriorated condition where replacement is now required. With planned work to the Site approved via the 2021 Capital Budget that will require wastewater flow diversion, it enables this project to be completed at the same time to lessen any system disruption and provide for an efficient and economical project delivery.

ASSET MANAGEMENT

Investment Type Replacement
Estimated Useful Life 50 years

Lifecycle Costs Nil

Impact to Operating Budget Nil
Impact to Funding Deficit Nil
Impact to Level of Service Maintain

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Construction	\$75,000
TOTAL	\$75,000

FUNDING

Wastewater Reserves	\$75,000
TOTAL	\$75,000

COMMENTS

Works to be added to the scope of work for the Grit, Admin and Odour Control project at the Site to maximize efficiencies and flow diversion requirements.



TOWN OF ST. MARYS

2022 Capital Project

PROJECT #59 Inflow and Infiltration Collection System Improvements
DEPARTMENT: Wastewater **LOCATION:** Widder Street East

PROJECT DETAILS

SCOPE OF THE WORK

During routine CCTV Camera inspection within the Robinson Street Sanitary Pump Station drainage area (Widder Street West, Ontario St. N, etc.), several sources of infiltration were noted in the collection system. This project would see construction activities undertaken to address the collection system issues and eliminate the infiltration points at several locations in the area.

JUSTIFICATION

The Robinson Street Sanitary Pump Station receives sanitary wastewater from a relatively small proportion of properties (i.e. 3%) within the Town however can contribute up to 15% of sanitary flows to the Water Pollution Control Plant (WPCP). The added flows have been noted to largely be from private property cross connections however some flows originate from collection system deficiencies where groundwater can infiltration into the piping. This work program would see several collection system infiltration points repaired to prevent ongoing groundwater from entering the sanitary collection system.

ASSET MANAGEMENT

Investment Type	Maintenance
Estimated Useful Life	75 years
Lifecycle Costs	Nil
Impact to Operating Budget	Nil
Impact to Funding Deficit	Nil
Impact to Level of Service	Maintain

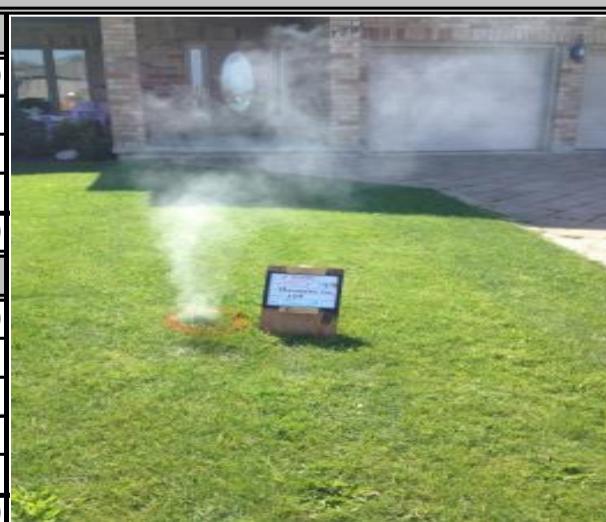
STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Construction	\$75,000
TOTAL	\$75,000
FUNDING	
Wastewater Reserve	\$75,000
TOTAL	\$75,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #60 Spare Chemical Metering Pumps
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would result in the Town purchasing additional/spare chemical metering pumps for the Water Pollution Control Plant (WPCP) to improve system redundancy.

JUSTIFICATION

The Towns WPCP maintains and operates a series of chemical meter pumps at various stages of the treatment process. These pumps are instrumental in the ongoing operation of the facility and their continual operation ensures that the facility remains operating as required to meet effluent discharge requirements. The purchase of spare chemical metering pumps for the facility will add system redundancy and reduce any system down time or process adjustments required should an unexpected failure occur. Having space pumps available for a facility that perpetually runs is critical for operators to be able to respond to unforeseen breakdowns with little to no disruption in facility operation.

ASSET MANAGEMENT

Investment Type Replacement (Spare)
Estimated Useful Life 15 Years

Lifecycle Costs Nil

Impact to Operating Budget Nil

Impact to Funding Deficit Nil

Impact to Level of Service Maintain

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Equipment	\$10,000
TOTAL	\$10,000



FUNDING

Wastewater Reserve	\$10,000
TOTAL	\$10,000

COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #61 RAS Pump Replacement
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the continuation of a pump replacement program started in 2020 related to Return Activated Sludge Pumps at the Water Pollution Control Plant. The project would see the third of five pumps replaced.

JUSTIFICATION

Return Activated Sludge pumps are vital in returning settled sludge from the final clarifiers to the front of the facility for continued treatment. The existing pumps have reached their estimated useful life, and an inspection in 2020 due to pump failure indicated significant deterioration.

ASSET MANAGEMENT

Investment Type	Replacement
Estimated Useful Life	30 years
Lifecycle Costs	\$5,000 to rebuild pump every 10 years
Impact to Operating Budget	Nil
Impact to Funding Deficit	Nil
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Equipment	\$30,000
TOTAL	\$30,000



FUNDING

Wastewater Reserve	\$30,000
TOTAL	\$30,000

COMMENTS

Pump replacement is the third in a five-year plan to replace existing RAW pumps at the WPCP that are at their end of life and in a deteriorating state.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #62 Centrifuge Pump Rebuild
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the centrifuge pump rebuilt to ensure the unit can continue to operate into the future.

JUSTIFICATION

The main centrifuge unit was rebuilt a number of years ago however the pump, as a separate unit was not completed at the same time. As the centrifuge is a central component of the Water Pollution Control Plant (WPCP) biosolids management process, and is a single stream process, its continued function remains critical to the process. By rebuilding the pump during a planned procedure and down time will enable the staff to complete the project preventatively as opposed to reactive and can manage system processes in accordance with planned down time.

ASSET MANAGEMENT

Investment Type	Rehabilitation
Estimated Useful Life	10 years
Lifecycle Costs	Pump Rebuild after 10 years (\$11,000)
Impact to Operating Budget	Nil
Impact to Funding Deficit	Nil
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS	
Construction	\$11,000
TOTAL	\$11,000
FUNDING	
Wastewater Reserve	\$11,000
TOTAL	\$11,000



COMMENTS

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #63 Clarifier Weir Replacement
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would result in the clarifier weir being replaced in one of the two large diameter secondary clarifiers. This will ensure that the weirs continue to operate as they are designed, not permitting water to bypass the weirs, and ensuring solids are being contained within the process.

JUSTIFICATION

The existing clarifier weirs on the large secondary clarifier units are composed of metal fabrication and were installed in circa 1989. The weirs have deteriorated to a level where replacement is required to ensure their continued function as designed. The project would result in the weir of one unit being replaced in 2022 (with the second unit scheduled for 2023). This would align with a planned project where the secondary clarifier will be removed from service for another project allowing for less down time, and potential economies of scale.

ASSET MANAGEMENT

Investment Type Replacement
Estimated Useful Life 50 years

Lifecycle Costs Nil

Impact to Operating Budget Nil

Impact to Funding Deficit Nil

Impact to Level of Service Maintain

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Equipment	\$20,000
TOTAL	\$20,000



FUNDING

PW Equipment Reserve	\$20,000
TOTAL	\$20,000

COMMENTS

This project would be completed along side planned clarifier rake painting to align process down times.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #64 Clarifier Rake Painting
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project represents year 3 of a planned 4 year maintenance program on the secondary clarifiers at the Water Pollution Control Plant (WPCP) in order to maintain exterior coatings and extend the useful life of the asset. The project would see 1 clarifier rake system sandblasted and painted per year. There are 4 secondary clarifiers at the WPCP.

JUSTIFICATION

In order to extend the useful life of the asset, maintenance activities are required from time to time to maintain the steel structure. Units have not been maintained since the last major works at the Water Pollution Control Plant (WPCP) circa 2009 and paint is currently flaking and deteriorating.

ASSET MANAGEMENT

Investment Type Rehabilitation
Estimated Useful Life 10 years

Lifecycle Costs None related to painting (note: this project is a life cycle event related to the clarifiers)

Impact to Operating Budget Nil

Impact to Funding Deficit Nil

Impact to Level of Service Maintain

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Equipment	\$30,000
TOTAL	\$30,000



FUNDING

PW Equipment Reserve	\$30,000
TOTAL	\$30,000

COMMENTS

This project is weather dependant and would be planned for a dry period where flows to the WPCP are low to ensure remaining clarifiers can manage treatment requirements.

TOWN OF ST. MARYS

2022 Capital Project

PROJECT #65 Raw Sewage Building Exhaust Fan Replacement
DEPARTMENT: Wastewater **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the main exhaust fan for the raw wetwell at the Water Pollution Control Plant (WPCP) replaced.

JUSTIFICATION

Several years ago, the main exhaust fan for the raw sewage wetwell failed and had to be repaired. The repair enabled the fan to continue operations and ensuring safe removal of air and gases from the facility however it was noted that a replacement fan would be required in the near future. This project would enable the fan to be replaced as a preventative measure as opposed to a reactive process to ensure that the atmospheric conditions remain suitable for staff within the main raw sewage wetwell.

ASSET MANAGEMENT

Investment Type Replacement
Estimated Useful Life 25 years

Lifecycle Costs Nil

Impact to Operating Budget Nil
Impact to Funding Deficit Nil
Impact to Level of Service Maintain

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Infrastructure

Developing a comprehensive and progressive infrastructure plan.

BUDGET

COSTS

Equipment	\$10,500
TOTAL	\$10,500



FUNDING

PW Equipment Reserve	\$10,500
TOTAL	\$10,500

COMMENTS

This project is proposed to be added as a provisional item to the larger Grit Removal, Administration building and odour control upgrades to prevent challenges in multiple contractors having access to the Site.

TOWN OF ST. MARYS 2022 Capital Project

PROJECT #66 Interim Approval Earthworks
DEPARTMENT: Landfill **LOCATION:** 1221 Water Street South, St. Marys, ON

PROJECT DETAILS

SCOPE OF THE WORK

This project would consist of the removal of final cover material at the landfill within Cells 4 and 3 of Phase II/III to enable the ongoing placement of waste under interim approvals while the landfill environmental assessment is completed, and subsequent expansion capacity is designed. Cover material would be relocated to Cells 6, 7 and 8 to enable the final cover of completed cells.

JUSTIFICATION

The existing cover material was placed years ago under initial site design guidelines and design objectives. As the Site continues to operate, the requirement for space for waste placement continues. This project would continue to see the Town complete landfill operations in accordance with historical and future planned interim approvals while utilizing existing infrastructure in an economical and feasible way.

ASSET MANAGEMENT

Investment Type	Rehabilitation
Estimated Useful Life	2 years
Lifecycle Costs	\$350,000 annually related to operations and maintenance of the Site.
Impact to Operating Budget	Not Applicable
Impact to Funding Deficit	Not Applicable
Impact to Level of Service	Maintain Existing

STRATEGIC ALIGNMENT

Strategic Plan - Pillar No. 1 - Waste Management Plan

Build a waste management program for community needs

BUDGET

COSTS	
Construction	\$45,000
TOTAL	\$45,000
FUNDING	
Reserve - Landfill	\$45,000
TOTAL	\$45,000



COMMENTS

This project will allow the Town to continue landfill operations utilizing existing infrastructure while utilizing material already on-site at the landfill, and continue the final waste capping of completed sections within Cells 6, 7 and 8 that will ultimately minimize the impact to the Wastewater Treatment Plant by reducing the extent of exposed leachate collection system at the Site.