



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC INFORMATION MEETING MINUTES

DATE: Tuesday, February 5, 2019

TIME: 6:00 p.m.

PLACE: Council Chambers, 7404 Wellington Road 34

FILE: Public Meeting – Asset Management Plan

MEMBERS: Mayor James Seeley – Chair
Councillor Matthew Bulmer
Councillor Jessica Goyda
Councillor John Sepulis

The Public Information Meeting was called to order at 6:00 p.m.

Presentations:

Wayne Wood – Senior Consulting Engineer & Project Manager, Urban and Environmental Management Inc. (UEM) and John Murphy - Municipal Finance Specialist, DFA Infrastructure International Inc. (DFA) provided an overview of the following:

- What is asset management?
- Creation of an Asset Registry
- Asset Classes in Puslinch
- Service level policies for: Bridges and Culverts; Buildings and Facilities; Fire Equipment; Fire Reservoirs; Fleet- Works, Building Department, Parks & Fire Department; Gravel Roads; Hard Surface Roads; Regulatory Signs/Warning Signs; Sidewalks; Storm Water Management Ponds; Storm Water Management Systems; Street Trees; Street Lights and Poles.
- 10 Year Capital Needs to support Existing Infrastructure.
- Financial Strategy, and recommended financial strategy option.

Mayor Seeley then invited members of the public to provide comments.

Comments:

Nicole Fitz. Henry inquired whether a facility condition index was completed when assets were reviewed for the asset management plan development, and whether there is agreement on an acceptable facility condition index.

Andrew Grandison from UEM indicated that the 2015 Building Condition Index report was utilized to determine the capital program for Township facilities.

Wayne Wood from UEM advised that a Bridge and Culvert inspection report, Roads Needs Study, and other assessments were utilized when developing the capital program and asset registry. UEM also completed a condition assessment with a one to five rating scale for Parks and Recreation assets.

Joe Hutter inquired whether Condition assessments of assets were used to create the Asset Management Plan?

Wayne Wood clarified that for some assets, condition assessments were utilized while for other assets, UEM determined a condition based on the likelihood of the asset's failure.

Cameron Tuck inquired about whether all Township assets were included when the Plan was established.

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Wayne Wood advised that all of the assets included in listings provided to UEM are included. Also, certain assets are included based on discussions with staff.

Gregg Allan expressed concern regarding the overstating of the condition of gravel roads as the Township does not have a formal policy for documenting gravel road conditions. Gregg also inquired what the current service level is for gravel roads, what the acquisition date is for a gravel road and why his road has a Level 4 Condition.

Andrew Grandison indicated that the service level for gravel roads is not formally documented and that there are recommendations in the report that for all gravel roads that have been graded following the half load season, the PCI will be assumed to be 90.

Wayne Wood indicated that the service level policy proposed for gravel roads indicates that other alternatives should be considered such as surface treatment including asphalt and/or reconstruction if all of the criteria in the service level policy are met.

Cameron Tuck inquired whether the Morriston ball diamond was assessed.

Andrew Grandison indicated that Old Morriston Ball Diamond is identified in the asset registry.

Nicole Fitz. Henry recommended that Operating Costs should be included in the Asset Management Plan as operating costs decrease as a result of efficiency improvements to assets. Nicole also inquired whether climate change impacts were addressed in the Plan.

John Murphy from DFA indicated that additional funding for operating maintenance of assets was not included over the program's life.

Wayne Wood indicated that climate change was addressed in the report and that future asset condition assessments/studies include climate change impacts as a section in the report. There is limited documentation and studies that qualify the impact of weather conditions on infrastructure.

Marion Hunter commented on the poor state of gravel roads and inquired about what the starting point would be to begin fixing the roads.

Mayor Seeley advised that there is a gravel roads study in the 2019 Capital Budget that will address the state of gravel roads.

Gregg Allan inquired as to why the average daily traffic volume exceeding 400 vehicles was utilized as a criteria in the proposed service level policy for gravel roads.

Wayne Wood advised that UEM reviewed published data from various organizations including Ontario Good Roads Association, however, there is a limited amount of information available in Canada for traffic count criteria for gravel roads. Some of the published information is from areas in the United States where there is heavy frost.

Jason Ganning inquired what the risks are with the Old Morriston Ball Park and inquired what the projected costs are to rehabilitate the park.

Wayne Wood advised that UEM has identified a capital expenditure of \$10,000 for bleachers and \$1,000 for benches.

Mayor Seeley clarified that he believes the question relates to the ball diamond lights.



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Karen Landry advised that the ball diamond lights are identified in the asset registry as a known asset but not incorporated in the capital plan based on a previous Council decision. Council would be required to pass a Council Resolution in order to incorporate in the capital plan.

Kathy White inquired how the increases in some Township fees (ie. building permit fees) were factored into the plan.

John Murphy advised that currently the Township has a number of reserves that are utilized for asset management purposes. The Capital Plan includes these reserves, capital tax levy, and amounts from other sources such as County grant funding, aggregate revenue, development charges, provincial grants, etc. for funding the asset management capital program. John Murphy advised that user fees and charges are funding operating costs and not capital costs. The Asset Management Program is a living document that will evolve over time. The tax levy is the largest portion for funding the program. DFA is recommending an increase to the levy in order for total funds available to pay for asset management activities be sufficient to fund the capital program and the servicing of long-term debt.

Karen Landry advised that building permit fees cannot fund non-building activities.

Frank Cane inquired whether it can be interpreted that the Morriston Ball Diamond will not have any repairs.

Karen Landry advised that all assets are identified in the asset registry. As of present, Council's decision on the matter is that the ball diamond lights are not to be included in the capital forecast. If that decision is to be changed, then the decision needs to be changed by Council. If there are residents that are interested in making delegations to Council regarding this matter, a request to delegate to Council can be made.

Adjournment:

The meeting adjourned at 6:51 p.m.