

**COMMITTEE-OF-THE-WHOLE MEETING OF COUNCIL  
AGENDA**

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**DATE:** Monday, March 16, 2020  
**TIME:** 4:00 p.m.  
**LOCATION:** Council Chambers, Enderby City Hall

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**1. APPROVAL OF AGENDA**

**2. ADOPTION OF MINUTES**

Committee-of-the-Whole Minutes of March 2, 2020

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**3. PETITIONS AND DELEGATIONS**

**4. REPORTS**

2020 Road Project Funding

Memo prepared by Chief Financial Officer dated March 11, 2020

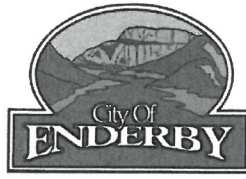
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2020 Road Project Revisions

Memo prepared by Chief Administrative Officer dated March 11, 2020

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**5. ADJOURNMENT**



CotW

## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Committee-of-the-Whole Meeting** of Council held on Monday, March 2, 2020 at 4:00 p.m. in the Council Chambers of City Hall

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Present: Mayor Greg McCune  
Councillor Tundra Baird  
Councillor Brad Case  
Councillor Roxanne Davyduke  
Councillor Raquel Knust  
Councillor Brian Schreiner  
Councillor Shishido

Staff: Chief Administrative Officer – Tate Bengtson  
Clerk Secretary – Laurel Grimm

The Press and Public

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### **APPROVAL OF AGENDA**

Moved by Councillor Baird, seconded by Councillor Davyduke  
*“That the March 2, 2020 Committee of the Whole agenda be approved as circulated.”*

CARRIED

### **ADOPTION OF MINUTES**

Committee-of-the-Whole Meeting Minutes of February 18, 2020

Moved by Councillor Shishido, seconded by Councillor Baird  
*“That the February 18, 2020 Committee of the Whole minutes be adopted as amended.”*

CARRIED

### **PETITIONS AND DELEGATIONS**

Monaghan Engineering & Consulting Ltd.: Hubert Ave and 3<sup>rd</sup> Ave Concept Design Presentation  
Curtis Hodges, engineer with Monaghan Engineering, presented on proposed road reconstruction for Hubert Avenue and 3<sup>rd</sup> Avenue. These projects are being combined for cost savings and more competitive bidding when tendered. No sidewalk or lighting is being proposed on 3<sup>rd</sup> Avenue. There is a total construction time of 6-7 weeks.

Curtis Hodges reviewed the preliminary drawings. Discussion on 3<sup>rd</sup> Ave curb appeal, stability, drainage, access and pre-planning for future Knoll infrastructure requirements.

Moved by Councillor Shishido, seconded by Councillor Davyduke  
*“THAT Council directs Staff to include a curb on the south side of 3<sup>rd</sup> Avenue for the approximate additional cost of \$16,000.”*

CARRIED

Discussion on Hubert Avenue. This is a main route used to access Barnes Park. The south sidewalk is deteriorating and needs to be removed or replaced. As the road standard for this street indicates sidewalk on one side only (outside of the commercial area), it makes sense to keep the sidewalk on the north side, as it is in much better condition.

Council directed Staff to look at removing the north side sidewalk and installing a multi-use path on the south side. Council also asked about maintaining the north sidewalk in addition to the multi-use path on the south. As well, parking should be provided on both sides. It should be paved. Councillor Case advised of the advantages of gravel boulevards in terms of drainage and sound asset management, as well as managing costs.

Total construction time estimated at 10-12 weeks with some potential overlap with the construction time on 3<sup>rd</sup> Avenue.

Staff will report back to Council with revised plans that consider Council's comments.

**ADJOURNMENT**

Moved by Councillor Baird, seconded by Councillor Case  
*"That the March 2, 2020 Committee of the Whole meeting adjourn at 4:52 p.m."*

CARRIED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

CotW

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, CAO  
From: Jennifer Bellamy, CFO  
Date: March 11, 2020  
Subject: 2020 Road Project Funding

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**RECOMMENDATION**

THAT Council receives this memorandum for information.

**BACKGROUND**

The two capital road projects committed for 2020 are 3<sup>rd</sup> Avenue and Hubert Avenue. Below are the funding implications for the different design options.

3<sup>rd</sup> Avenue

The original plan for this project has a cost of \$508,460. Adding the additional curb would increase the project cost to \$532,504, an increase of \$24,480. The original project cost can be funded fully through surplus and reserves and will not result in an increase to taxation. The additional curbing cost would require internal short-term borrowing to fund. A 0.3% tax increase would be needed to fund the annual repayment costs for the borrowing. If Council wishes to add the additional curbing, a further tax increase of 0.1% should be added to fund future replacement in accordance with the City's Asset Management Policy and Council's Strategic Plan. The total taxation impact for the revised project cost would be 0.4%.

Hubert Avenue

The original plan for Hubert Avenue has a total cost of \$1,090,666, which fully commits the asset management funds available in 2020, without the need for borrowing or an increase to taxation. In order to fund the additional design options, internal short-term borrowing will be needed. Below are the tax increases required to fund each of the different options, along with the taxation impact to manage the asset sustainably:

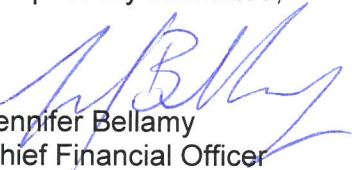
Design Option	Cost Increase	Tax Increase Required for Borrowing Costs	Tax Increase Required for Future Replacement	Total Tax Increase Required
Option 1	\$ 48,009	0.6 %	0.1 %	0.7 %
Option 2	\$ 35,659	0.5 %	0.1 %	0.6 %
Option 3	\$ 76,505	1.0 %	0.2 %	1.2 %
Option 4	\$ 74,373	1.0 %	0.2 %	1.2 %

Asset Management Plan

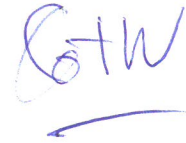
The replacement value of the City's assets for the general fund is \$106,244,000 and has an infrastructure deficit of \$51,841,000. The annual capital investment required to fund replacement is \$2,142,000 of which the current contribution is \$1,381,512. This leaves an unfunded portion of \$760,155, which increases the infrastructure deficit by this amount each year.

During the development of the City's Asset Management Plan in 2012, service levels were reviewed to develop a more sustainable approach to managing assets. This decision helped form the Asset Management Plan and the Asset Management Policy and reduced the City's infrastructure deficit, along with its required annual capital investment. If there is a desire to increase service levels for these projects, it will increase the required annual capital investment and infrastructure deficit. If there is desire to make changes across the entire community, the Asset Management Plan and the Asset Management Policy will need to be updated to reflect this, which will include more far-reaching changes to the City's asset management investment strategy.

Respectfully submitted,

  
Jennifer Bellamy  
Chief Financial Officer





**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: March 12, 2020  
Subject: 2020 Road Project Revisions

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**RECOMMENDATION**

THAT Council identifies its preferred road standard for 3<sup>rd</sup> Avenue and Hubert Avenue and directs staff to amend the design and budget accordingly.

**BACKGROUND**

At its Committee of the Whole meeting on March 2, 2020, Council received a presentation from Curtis Hodges, with Monaghan Engineering and Consulting Ltd., on the committed 2020 road projects. Those projects were 3<sup>rd</sup> Avenue and Hubert Avenue between George Street and Sicamous Street.

Council gave direction to add a curb along the south side of 3<sup>rd</sup> Avenue to beautify the street. It also expressed a variety of design changes for Hubert Avenue. Presented below are design considerations and cost options for each. Staff are seeking further direction from Council so that the projects may proceed to tender.

3<sup>rd</sup> Avenue

The change to 3<sup>rd</sup> Avenue – adding a curb along the south side of the street - is straight-forward from a design perspective, as it will not impact the functionality of the road nor conflict with other services such as drainage. The value of the curb is aesthetic. The cost impact, including contingency and engineering, excluding GST, is:

- Original Cost: \$508,460
- Revised Cost: \$532,504

Hubert Avenue

The concepts discussed by Council at its March 2, 2020 meeting were more varied in scope and impact. The concepts – some of which are mutually exclusive of others - included adding a multi-use path, preserving on-street parking on both sides, paving on-street parking on both sides, keeping a pedestrian walkway on both sides, and keeping a pedestrian walkway on the south side only.

Other concepts not yet considered include adding ornamental light standards and providing landscaped and irrigated greenways in the boulevards, as staff need more information on the broader design decisions so as to determine how to tie these items into the available space; if Council has an appetite to pursue either or both of these items, it can be explored once the broader concepts have been determined, as this will inform space constraints and potential conflicts between uses and among utilities.

Attached, please find a revised drawing showing the proposed alignment of a multi-use path on the south side of the road, as well as the drawing of the original design for comparison. The revised drawing shows gravel parking and retains the sidewalk on the north side. Note that the gravel parking can be paved and the north sidewalk removed, per the estimates shown below.

There are several noteworthy items regarding the design of the multi-use pathway:

- The multi-use pathway alignment needs to meander for several reasons:
  - The path needs to work around power poles as it is intended to accommodate cyclists who are travelling at higher speeds.
  - The path should be set off from the road so that off-street parking can be preserved to some extent, as well as to improve safety for pedestrians.
  - The multi-use path is set at 3 meters wide, which is the smallest recommended width to avoid conflicts given the use and slope.
  - Above the D&E Diner, the bike path splits from the multi-use path where it transitions into the existing commercial sidewalk; replacing the sidewalk with a multi-use path in this area will cause conflicts (e.g. cyclists encouraged to travel along a pathway where the cars parking in the D&E's northern parking lot are backing onto the road).
  - Some but not all property owners on the south side of Hubert Avenue will retain on-street parking adjacent to their properties, depending on the meander of the multi-use path.
  - Flexible bollards will need to be installed at the edge of the path to distinguish it from the parking area and prevent vehicles from parking on the path.

Below are 4 options that express the different ways of combining the main concepts expressed by Council:

- Option 1 keeps the original design (e.g. no multi-use path, sidewalk removed on the south side) but paves the boulevards where on-street parking will occur.
- Option 2 adds a multi-use path on the south side and keeps the sidewalk on the north side, without paved parking (this option is the same as shown in the revised drawing).
- Option 3 is the same as Option 2 except that it paves the parking areas.
- Option 4 is the same as Option 3 except that it removes the sidewalk on the north side (note that there are minimal savings to the project budget by removing it due to necessary project costs associated with service renewals, which makes it hard to justify eliminating the sidewalk in the short-term given the good condition of the asset).

The cost estimates, including contingency and engineering, excluding GST, for each of the options are:

- Original Cost: \$1,090,666
- Option 1: \$1,138,675
- Option 2: \$1,126,325
- Option 3: \$1,167,171
- Option 4: \$1,165,039

### Strategic Priorities

This matter is related to Council's fifth strategic priority:


*We are committed to providing well-managed infrastructure that supports the needs of our community in a fiscally responsible way.*

This policy statement expresses the considerations against which Council may wish to evaluate and contextualize its decision-making:

- What are the asset management and fiscal implications?
- What are the needs of the community?

These questions gesture towards the competing priorities that form the policy core of infrastructure service standard decisions.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer







