Wednesday, February 3, 2016
9:30 a.m. – Regular Meeting

Closed Session (See Item 19) Following Regular Business
(Under Section 239 of the Municipal Act, 2001)

Council Chambers – 4th Floor – City Hall

Members:
Regional Councillor G. Gibson – Wards 1 and 5 (Chair)
Regional Councillor E. Moore – Wards 1 and 5
(Chair, Service Brampton and Facilities)
Regional Councillor M. Palleschi – Wards 2 and 6
(Vice-Chair, Fire Services)
Regional Councillor M. Medeiros – Wards 3 and 4
Regional Councillor G. Miles – Wards 7 and 8
Regional Councillor J. Sprovieri – Wards 9 and 10
(Vice-Chair, Transit Services)
City Councillor D. Whillans – Wards 2 and 6
City Councillor J. Bowman – Wards 3 and 4
City Councillor P. Fortini – Wards 7 and 8
City Councillor G. Dhillon – Wards 9 and 10
(Vice-Chair, Recreation and Culture)

For inquiries about this agenda, or to make arrangements for accessibility accommodations for persons attending (some advance notice may be required), please contact:
Chandra Urquhart, Legislative Coordinator.
Phone: 905-874-2114 or TTY 905-874-2130 or cityclerksoffice@brampton.ca

Note: Some meeting information may also be available in alternate formats, upon request
Note: Please ensure all cell phones, mobile and other electronic devices are turned off or placed on non-audible mode during the meeting. Council Members are prohibited from sending text messages, e-mails and other electronic messaging during the meeting.

1. **Approval of Agenda**

2. **Declarations of Interest under the Municipal Conflict of Interest Act**

3. **Consent**

   * The following items listed with an asterisk (*) are considered to be routine and non-controversial by the Committee and will be approved at this time. There will be no separate discussion of any of these items unless a Committee Member requests it, in which case the item will not be consented to and will be considered in the normal sequence of the agenda.

   (10.1)

4. **Announcements**

5. **Delegations**

6. **Staff Presentations**

   6.1. Presentation by Al Meneses, Director Facility Services, re: **Facility Services - Review of City-Owned Facilities**.

7. **Recreation and Culture**

8. **Fire Services**

9. **Transit Services**
10. **Service Brampton and Facilities**


10.2. Report from Ann Pritchard, Manager, Realty Services, Public Services, re: **To Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, Concession 6, EHS, and to Declare Surplus a Portion of Block 94, Plan 43M-1705 – Ward 10.**

10.3. Report from Al Meneses, Executive Director, Facility Services, Donna-Lynn Rosa, Director, Recreation and Culture, Public Services, re: **Howden Recreation Centre - Swimming Pool – Ward 7.**

11. **Minutes**

12. **Other/New Business**

13. **Referred Matters**

14. **Deferred Matters**

15. **Notices of Motion**

16. **Correspondence**

17. **Councillors’ Question Period**

18. **Public Question Period**

15 Minute Limit (regarding any decision made at this meeting)
19. **Closed Session**

   Note: A separate package regarding this agenda item is distributed to Members of Council and senior staff only.

19.1. Report from Ann Pritchard, Manager, Realty Services, dated January 6, 2016, re: **Disposal of Closed and Surplus Portion of an Untraveled Road Allowance, Ward 10** – a proposed or pending acquisition or disposition of land by the municipality or local board

20. **Adjournment**

   Next Regular Meeting: Wednesday, February 17, 2016
Facility Services

Community and Public Services Committee - February 3, 2016
Agenda

1. Introduction to Asset Preservation
2. Update - the City’s Facility Portfolio
3. Asset Preservation’s 5 Main Services Areas
   • Building Safety and Compliance
   • Environmental Compliance
   • Facility Life Cycle Analysis
   • Portfolio Planning
   • Component Inventory
4. Asset Preservation and the Strategic Plan
5. Continued Growth and Improvement
Asset Preservation Team

- Donn Bennett, Manager
- Emilio Borges, Advisor
- Leo Rivera, Advisor
- Joel Rasiah, Analyst
- Amy Pyne, Coordinator
- 2 Co-op Students
Asset Preservation

• Develops, implements and administers strategic and core services to analyze financial, functional, and operational data related to facility portfolio strategies;

• Serves as an information resource for facility data, life cycle planning, and health and safety regulations; and

• Places great emphasis on customer service to provide optimal asset management services.
City’s Facility Portfolio

- 160+ City-Owned and Managed Buildings*
- More than 4 million square feet
- 110 public buildings
- 8 designated Heritage facilities
- 2 pending heritage designation
- **Average age of City’s facilities = 34 years**

*Does not include Zum Shelters
City’s Facility Portfolio

Our aging buildings are suffering from:

- Increased physical deterioration
- Increased maintenance requirements
- Increased repair and replacement activities
- Increased health and safety concerns
- Functional obsolescence
Introduction to City’s Facility Portfolio

• We use an industry standard benchmarking metric to indicate the relative condition of a building: **Facility Condition Index (FCI)**
  
  \[
  \text{FCI} = \frac{\text{cost of deficiencies}}{\text{current replacement value}}
  \]

• Appropriate data available to calculate and analyze FCI for 108 facilities

• By end of current Building Condition Audit cycle, all buildings should have required data for FCI analysis

<table>
<thead>
<tr>
<th>FCI %</th>
<th>Condition Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under 5%</td>
<td>Excellent</td>
</tr>
<tr>
<td>5-10%</td>
<td>Fair</td>
</tr>
<tr>
<td>10-15%</td>
<td>Poor</td>
</tr>
<tr>
<td>15-20%</td>
<td>Very Poor</td>
</tr>
<tr>
<td>Over 20%</td>
<td>Critical</td>
</tr>
</tbody>
</table>
Introduction to City’s Facility Portfolio

For the 108 facilities...
- $801 Million Replacement Value
- $52 Million Deferred Backlog
- Average FCI = 35.82%
- 62 facilities over 10% FCI Target

Pie chart showing the distribution of facility conditions:
- Critical: 41%
- Very Poor: 32%
- Poor: 11%
- Fair: 9%
- Excellent: 7%

Flower City is our heritage. City-building is our business.
Asset Preservation’s 5 Main Service Areas

- Building Safety & Compliance
- Environmental Compliance
- Facility Life Cycle Analysis
- Portfolio Planning
- Component Inventory

Flower City is our heritage. City-building is our business.
Building Safety & Compliance

- Accessibility Audits
- Structural Audits
- Infrared Scans & Remedial Work
  - Generator Registration
- Legislative Acts and Compliance
Building Safety and Compliance

- Ensure compliance with applicable building safety standards
- Work with 3rd party consultants
- Liaison with City’s Accessibility Team
- Ensure facilities meet barrier free code requirements
- Completion of Structural Audits for arenas and pools
- Assessments of City’s generators in accordance with MOE
- Electrical equipment testing, inspection, scanning, and required remedial work
Environmental Compliance
- Asbestos Audits & Abatement
- Designated Substance Surveys
- Mould Assessments & Abatement
  - Indoor Air Quality Reports
Environmental Compliance

- Asbestos Management Plan (AMP)
- Designated Substance Surveys (DSS)
- Mould/IAQ Assessments & Abatement
- PS3260 Liability for Contaminated Sites

- Asbestos Abatement Program
  - Ensure compliance with standards and regulations
  - Work with 3rd party consultants
  - Liaison with City’s Health & Safety (H&S) team and Joint H&S Committee
  - Designated Substance Surveys (DSS) completed on 5 year cycle
  - Annual Asbestos Reassessment Reports (O.Reg.278/05)
  - Asbestos Awareness Training provided to all necessary staff
  - Asbestos abatement completed for ACMs in POOR condition
  - Environmental Site Assessments on contaminated sites (PS3260)

Flower City is our heritage. City-building is our business.
Facility Life Cycle Analysis

- Building Condition Audits
  - Site Visits
- Tangible Capital Asset (TCA) Validation
  - Capital Budget Process
Facility Life Cycle Analysis

- Life cycle management and capital development processes
- Work with 3rd party consultants
- Building Condition Audits completed on 5 year cycle
- Annual facility site visits – compliance with TCA policy
- Identification of repair and replacement programs, project priorities, capital improvements
- **Annual Capital Budget process inputs and coordination with Building Design and Construction**
- Analysis of functional, operational, and financial data for development of business cases and strategic action plans
Portfolio Planning

- Feasibility Studies
- Highest & Best Use Studies
- Adaptive Best Use Studies
Portfolio Planning

- Master Plans
- Strategic Plans
- Infrastructure Planning
- Project Prioritization
- Forecasting

✓ Organization, creation, and implementation of facility studies
✓ Linking strategies with organizational goals
✓ Additional studies related to portfolio planning, preservation, rationalization
✓ Strategic facility planning
✓ Master Plans (Facilities Master Plan)
✓ Forecasting facility needs
✓ Intergovernmental Infrastructure Planning
Portfolio Planning: Requirement

Facilities Master Plan –

- Short and long-term support of Strategic Plan
- Guides the upgrading, modernization, and management of facilities
- A Facilities Master Plan → Asset Management Plan (AMP)
- AMP is a portfolio driven requirement mandated by the province
- 2016 onward: only municipalities with an AMP conforming to provincial strategy will be considered for municipal asset funding
Component Inventory

- Internal Database
- Information & Report Requests
  - Integrated Workplace Management System
  - Asset Management Plan Requirements
Component Inventory

- Database Management
- Report Management
- Information Requests

- Maintenance and management of portfolio and asset management inventories and databases
- Source report data
- Collection and validation of facility information – barcoding of assets
- Internal and external information and reporting requests
Asset Preservation & the City’s Strategic Plan

Our core and strategic services are in alignment with the City’s Strategic Plan:

✓ Aligning key plans
✓ Continued financial stability
✓ Building sufficient infrastructure to support growth
✓ Expanding inventory of lifestyle amenities
✓ Focusing on programs and services for residents and delivery of existing services
✓ Building complete communities
✓ “City-building”

Flower City is our heritage. City-building is our business.
Continued Growth & Improvement

Ongoing Goals:

- Improve customer service
- Improve liaison with Energy Management and Contract Services
- Meet legislative requirements
- New approach to Capital Planning and Capital Budget recommendations
- Implement an Asset Management System
- Develop Facilities Master Plan
Thank You
Date: 2016-01-14

Subject: Quarterly Report, Real Estate Transactions Executed by Delegated Authority – Q4 2015

Contact: Ann Pritchard, Manager, Realty Services, 905-874-2131

Recommendations:

1. That the report from A. Pritchard, Manager, Realty Services, dated January 14, 2016, to the Community and Public Services Committee meeting of February 3, 2016 - Quarterly Report, Real Estate Transactions Executed by Delegated Authority – Q4 2015, be received.

Overview:

- By Consolidated Delegated Authority By-law 191-2011, as amended, authority is delegated to department heads to execute certain real estate transactions.

- In order to keep Council apprised on the quantity and financial implications of agreements executed by delegated authority, Realty Services provides Council with a summary of such executed agreements on a quarterly basis.

- This report provides information on real estate agreements executed by delegated authority for the fourth quarter in 2015, being October 1, 2015 to December 31, 2015. This summary does not include agreements arising as a condition of development (site plan/subdivision/consent) approval.

Background:

In accordance with By-law 191-2011, as amended, authority is delegated to department heads to execute certain real estate agreements. Delegated authority is granted for routine, non-controversial transactions up to specified dollar amounts.

Realty Services reports to Council on a quarterly basis, on the real estate activities authorized by delegated authority.
Current Situation:

The summary of real estate agreements executed by delegated authority during the fourth quarter of 2015, October 1, 2015 to December 31, 2015, is attached as Schedule A. This summary does not include agreements arising as a condition of development (site plan/subdivision/consent) approval.

Corporate Implications:

Financial Implications:

This is an information report only and has no financial or other corporate implications.

Strategic Plan:

This report supports the City’s Strategic Plan priority of Good Government. More specifically, it aligns with the strategic initiative of containing costs and capitalizing on funding opportunities, as well as the tactical element of finding efficiencies in delivery of core services.

Conclusion:

This information report summarizes Realty Services’ reporting on real estate agreements for the fourth quarter of 2015.

Ann Pritchard
Manager Realty Services

Al Meneses
Executive Director, Facility Services

Appendices:

Schedule A - Summary of Real Estate Transactions executed by Delegated Authority Q4 – October 1, 2015 to December 31, 2015.

Report authored by: Kristine Thususka
### Schedule A

#### Summary of Real Estate Transactions Executed by Delegated Authority

**Acquisition – October 1, 2015 to December 31, 2015 (Q4 – 2015)**

<table>
<thead>
<tr>
<th>File No.</th>
<th>Approved By</th>
<th>Ward</th>
<th>Project</th>
<th>Transaction</th>
<th>Cost of Acquisition</th>
</tr>
</thead>
<tbody>
<tr>
<td>AR14-204</td>
<td>Chief Public Services Officer and the Treasurer</td>
<td>1</td>
<td>Queen Street West ZUM Phase 2 Railway crossing at Nelson Street West, west of Park Street Orangeville Railway Development Corp. Construction and maintenance of a fibre optic cable conduit</td>
<td>Licence Agreement (Crossing Agreement)</td>
<td>$2,500 + H.S.T.</td>
</tr>
<tr>
<td>AR12-104</td>
<td>Chief Planning and Infrastructure Services Officer</td>
<td>6</td>
<td>Creditview Road Widening 30 Tribune Drive (Creditview Road and Sandalwood Parkway West) Peel District School Board Grading work</td>
<td>Permission to Enter</td>
<td>$2</td>
</tr>
<tr>
<td>AG15-600</td>
<td>Chief Planning and Infrastructure Services Officer</td>
<td>7</td>
<td>Repair and Maintenance of Retaining Wall 9780 Bramalea Road Bramnor Holdings Ltd. Retaining wall maintenance and repair</td>
<td>Permission to Enter</td>
<td>$2</td>
</tr>
<tr>
<td>AG15-500</td>
<td>Chief Planning and Infrastructure Services Officer</td>
<td>7</td>
<td>Repair and Maintenance of Retaining Wall 16 Madrid Crescent William Paul Boulton, Doreen Louise Wilson and Donald Lee Wilson. Retaining wall maintenance and repair</td>
<td>Permission to Enter</td>
<td>$2</td>
</tr>
</tbody>
</table>

#### Summary of Real Estate Transactions Executed by Delegated Authority

**Disposals – October 1, 2015 to December 31, 2015 (Q4 – 2015)**

<table>
<thead>
<tr>
<th>File No.</th>
<th>Approved By</th>
<th>Ward</th>
<th>Project</th>
<th>Transaction</th>
<th>Financial Implication For Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>PM-03W16</td>
<td>Chief Planning &amp; Infrastructure Services Officer</td>
<td>1</td>
<td>Property Management Bell Canada PIN#141280128 Duggan Park Permanent Easement for Bell infrastructure and plant</td>
<td>Agreement of Purchase and Sale</td>
<td>$3,336 plus H.S.T.</td>
</tr>
<tr>
<td>PM-02E15A</td>
<td>Chief Public Services Officer</td>
<td>3</td>
<td>Toronto Region Conservation Authority Tree Plantings and access Kennedy Valley Park (Southeast corner of Kennedy Road South and First Gulf Boulevard) 1 month Term</td>
<td>Consent to Enter</td>
<td>$2</td>
</tr>
<tr>
<td>PM11-WHS4</td>
<td>Chief Public Services Officer</td>
<td>3</td>
<td>Property Management Regional Municipality of Peel PIN#140590060 Steacy Park Conducting of various studies in connection with the Regions watermain replacement project along Main Street South</td>
<td>Consent to Enter</td>
<td>$2</td>
</tr>
<tr>
<td>File No.</td>
<td>Approved By:</td>
<td>Ward</td>
<td>Project</td>
<td>Transaction</td>
<td>Financial Implication For Term</td>
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<tr>
<td>PM11-WHS4</td>
<td>Chief Public Services Officer</td>
<td>3</td>
<td>Property Management</td>
<td>Consent to Enter</td>
<td>$2</td>
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<td></td>
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<td></td>
<td>Regional Municipality of Peel</td>
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<td>PIN#140590060</td>
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<td>Steacy Park</td>
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<td>Permission to install, maintain, repair and remove a borehole and</td>
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<td></td>
<td>monitoring well in connection with the Regions watermain replacement</td>
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<td></td>
<td></td>
<td>project along Main Street South</td>
<td></td>
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<tr>
<td>PM-01W09B</td>
<td>Chief Public Services Officer</td>
<td>5</td>
<td>Property Management</td>
<td>Consent to Enter</td>
<td>$2</td>
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<td></td>
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<td></td>
<td>Regional Municipality of Peel</td>
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<td></td>
<td>PIN#141160128</td>
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<td></td>
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<td></td>
<td>Murray Street Park</td>
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<td></td>
<td>Permission to install, maintain, repair and remove a borehole and</td>
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<td>monitoring well in connection with the Regions watermain replacement</td>
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<td></td>
<td>project along Main Street South</td>
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<tr>
<td>PM-03W08B</td>
<td>Chief Planning &amp; Infrastructure</td>
<td>5</td>
<td>Property Management</td>
<td>Agreement of Purchase and</td>
<td>$1,700 plus H.S.T.</td>
</tr>
<tr>
<td></td>
<td>Services Officer</td>
<td></td>
<td>Hydro One Brampton</td>
<td>Sale</td>
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<td></td>
<td></td>
<td>PIN#140943567</td>
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<td></td>
<td></td>
<td></td>
<td>Williams Parkway West at Abbotsbury</td>
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<td></td>
<td></td>
<td></td>
<td>Hydro Installation (switchgear)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PM-04W12</td>
<td>Chief Planning &amp; Infrastructure</td>
<td>6</td>
<td>Property Management</td>
<td>Amending Agreement to</td>
<td>$2</td>
</tr>
<tr>
<td></td>
<td>Services Officer</td>
<td></td>
<td>Canadian National Railway</td>
<td>Permission to Enter</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>PIN#s 143641243/45/59, 143640719/20/25/26/28, 143640458/59, 143642225</td>
<td>Agreement</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>James Potter/Creditview Road realignment</td>
<td>$2</td>
<td></td>
</tr>
<tr>
<td>PM09E-08</td>
<td>Chief Planning &amp; Infrastructure</td>
<td>8</td>
<td>Property Management</td>
<td>Agreement of Purchase and</td>
<td>$2,600 plus H.S.T.</td>
</tr>
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<td></td>
<td>Services Officer</td>
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<td>Hydro One Brampton</td>
<td>Sale</td>
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<td></td>
<td>PIN#142113069</td>
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<td></td>
<td>Cottrelle Boulevard east of McVean Drive</td>
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<td></td>
<td></td>
<td>Hydro Installation (switchgear)</td>
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</tr>
<tr>
<td>PM-09ND009D</td>
<td>Chief Public Services Officer</td>
<td>8</td>
<td>Toronto Region Conservation Authority Tree Plantings and Access</td>
<td>Consent to Enter</td>
<td>$2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Hostrawser Park (West of The Gore Road south of Don Minaker Drive)</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>1 month Term</td>
<td></td>
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</tr>
<tr>
<td>PM08-E07</td>
<td>Chief Public Services Officer</td>
<td>10</td>
<td>Property Management</td>
<td>Agreement of Purchase and</td>
<td>$3,700</td>
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<td>ErinOak Kids</td>
<td>Sale</td>
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<td></td>
<td>PIN#142160361</td>
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<td></td>
<td></td>
<td></td>
<td>Northeast corner of McVean Drive and Castlemore Road</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>Permanent drainage easement</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Summary of Real Estate Transactions Executed by Delegated Authority Disposals – October 1, 2015 to December 31, 2015 (Q4 – 2015)

<table>
<thead>
<tr>
<th>File No.</th>
<th>Approved By:</th>
<th>Ward</th>
<th>Project</th>
<th>Transaction</th>
<th>Financial Implication For Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>PM-10ND10D</td>
<td>Chief Public Services Officer</td>
<td>10</td>
<td>Toronto Region Conservation Authority Access, barrier removal, grading and plantings Don Beatty Park (south of Castlemore Road between Gardenbrooke Trail and Birch Tree Trail)</td>
<td>Consent to Enter</td>
<td>$2</td>
</tr>
<tr>
<td>PM-09ND9E</td>
<td>Chief Public Services Officer</td>
<td>10</td>
<td>Toronto Region Conservation Authority Access and plantings Ebenezer Park (North of Cottrelle Boulevard and west of Clarkway Drive)</td>
<td>Consent to Enter</td>
<td>$2</td>
</tr>
</tbody>
</table>

### Summary of Real Estate Transactions Executed by Delegated Authority Occupancy Agreements – October 1, 2015 to December 31, 2015 (Q4 – 2015)

<table>
<thead>
<tr>
<th>File No.</th>
<th>Approved By:</th>
<th>Ward</th>
<th>Project</th>
<th>Transaction</th>
<th>Financial Implication For Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN15-134 (COB)</td>
<td>Chief Planning &amp; Infrastructure Services Officer</td>
<td>1</td>
<td>Mill Street North, Main Street North and Railroad Street PIN#141230303 Canadian National Railway Company City installed cement pad to be used as a transit stop</td>
<td>Encroachment Agreement</td>
<td>$2</td>
</tr>
<tr>
<td>L16C.COB.C1</td>
<td>Chief Planning &amp; Infrastructure Services Officer</td>
<td>2</td>
<td>Eva Louise Franceschini Alter Ego Trust Chesham Pond PIN#142340044 Southwest corner of Mayfield Road and Kennedy Road North Pond management and maintenance agreement for winter season</td>
<td>Licence Agreement</td>
<td>$2</td>
</tr>
<tr>
<td>L16C.18.3</td>
<td>Chief Planning &amp; Infrastructure Services Officer</td>
<td>3</td>
<td>2 Wellington Street West/49 Queen Street W. Uyen Nguyen For the purpose of allowing use of City owned garbage bins in exchange for public use of sidewalk owned by Uyen Nguyen</td>
<td>Licence Agreement</td>
<td>$2</td>
</tr>
<tr>
<td>EN15-110</td>
<td>Chief Planning &amp; Infrastructure Services Officer</td>
<td>3</td>
<td>49 Queen Street West Uyen Nguyen (Nguyen Dentistry) Downtown Improvements (Lighting and façade improvements)</td>
<td>Encroachment Agreement</td>
<td>$2</td>
</tr>
<tr>
<td>EN15-109</td>
<td>Chief Planning &amp; Infrastructure Services Officer</td>
<td>3</td>
<td>47 Queen Street West Islington Lakeshore Mall Inc. Downtown Improvements (Lighting and façade improvements)</td>
<td>Encroachment Agreement</td>
<td>$2</td>
</tr>
<tr>
<td>File No.</td>
<td>Approved By</td>
<td>Ward</td>
<td>Project</td>
<td>Transaction</td>
<td>Financial Implication For Term</td>
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</tr>
<tr>
<td>EN14-147</td>
<td>Chief Planning &amp; Infrastructure Services Officer</td>
<td>3</td>
<td>23 Queen Street East Rucareal Ltd. Downtown Improvements (Lighting and façade improvements)</td>
<td>Encroachment Agreement</td>
<td>$2</td>
</tr>
<tr>
<td>L16G.4.2</td>
<td>Chief Public Services Officer</td>
<td>3</td>
<td>Chrome on the Range Gage Park Operation of a food services truck for winter skating season</td>
<td>Licence Agreement</td>
<td>10% of net sales per operating year.</td>
</tr>
<tr>
<td>L16W.7</td>
<td>Chief Planning and Infrastructure Services Officer</td>
<td>3</td>
<td>Downtown Brampton Business Improvement Area Adjacent to Buffy Lane in front of 2 Wellington Street West (City Hall) Provision of pick up/drop off area for holiday carriage ride event</td>
<td>Licence Agreement</td>
<td>$2</td>
</tr>
<tr>
<td>L16G.4.2</td>
<td>Chief Public Services Officer</td>
<td>3</td>
<td>City Skate Rentals Inc. Gage Park Skate Sharpening Services</td>
<td>Licence Agreement</td>
<td>15% of net sales to max of $5,000 plus $250 for hydro,</td>
</tr>
<tr>
<td>L16R.1.3</td>
<td>Chief Planning &amp; Infrastructure Services Officer</td>
<td>10</td>
<td>James Frazer Johnston 10192A Highway 50 West Side of Highway 50 south of Cadetta Road Use of lands for farming purposes for 2016 farming season</td>
<td>Lease Agreement</td>
<td>$500</td>
</tr>
</tbody>
</table>
Date: 2016-01-13

Subject: To Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, Concession 6, EHS, and to Declare Surplus a Portion of Block 94, Plan 43M-1705, Ward 10

Contact: Ann Pritchard, Manager, Realty Services, 905-874-2131

Recommendations:

1. THAT the report from Ann Pritchard, Manager, Realty Services, dated January 13, 2016, to the Community and Public Services Committee Meeting of February 3, 2016, titled Recommendation Report: To Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, EHS, and to Declare Surplus a Portion of Block 94, Plan 43M-1705, Ward 10, be received; and,

2. THAT a by-law be passed to stop up and permanently close and declare surplus to the City's requirements that portion of the original Countryside Drive road allowance, lying between Lots 15 and 16, Concession 6, EHS, being that part of PIN 14222-0309 (LT), designated as Parts 1 and 2 on draft reference plan prepared by Young & Young Surveying Inc, Project 15-6831, and to declare surplus a small portion of Block 94 on Plan 43M-1705, being that part of PIN 14221-3682 (LT), designated as Part 5 on the said draft reference plan, in the City of Brampton, Regional Municipality of Peel.

Overview:

- Countryside Drive, between Torbram Road to the west and Airport Road to the east, was widened and realigned to accommodate four lanes in 2014 and completed in 2015. The realignment rendered certain sections of the original road allowance no longer required for traffic, sidewalk or surface utility purposes as determined in consultation with stakeholder staff. Where no other municipal purpose has been identified for road redundant parcels, they may be considered to be surplus to the City’s requirements.

- Certain of the redundant road parcels have already been declared surplus and sold. The surplus portion of the original Countryside Drive road allowance subject to this report (the “Subject Road Parcel”) is located on the south side of Countryside Drive, west of Yellow Avens.
This report recommends that the Subject Road Parcel be stopped up and permanently closed as public highway and be declared surplus, and that Part of Block 94 on Plan 43M-1705, lying adjacent to the original road allowance and also considered surplus to the City’s requirements (being Part 5, on the said draft reference plan) ("Part 5"), be declared surplus, to the City’s requirements so that the surplus lands can be sold.

City staff has confirmed that there is an underground storm sewer connection located within the Subject Road Parcel, for which the City will need to retain permanent easement rights in the event of a sale.

Public notice of the City’s intention to declare the Subject Road Parcel and Part 5 surplus to the City’s requirements has been given in accordance with the City’s Procedure By-law.

Background:

Countryside Drive, between Torbram Road to the west and Airport Road to the east, was widened and realigned to accommodate four lanes in 2014 and completed in 2015. The realignment rendered certain sections of the original road allowance no longer required for traffic, sidewalk or surface utility purposes. Where no other municipal purpose has been identified for road redundant parcels, they’re considered to be surplus to the City’s requirements.

Certain of the redundant road parcels have already been declared surplus and sold. The surplus portion of the original Countryside Drive road allowance subject to this report (the "Subject Road Parcel") is located on the south side of Countryside Drive, west of Yellow Avens Boulevard.

This report recommends that the Subject Road Parcel be stopped up and permanently closed as public highway and be declared surplus, together with the surplus declaration of Part 5 to the City’s requirements so that the surplus lands can be sold.

City staff has confirmed that there is an underground storm sewer connection located within the Subject Road Parcel, for which the City will need to retain permanent easement rights in the event of a sale.

Current Situation:

As the Subject Road Parcel is no longer required for road purposes, and is not suitable for other municipal use, staff is supportive of the parcel being permanently closed as a public highway, and declared surplus together with the surplus declaration of Part 5. This would render the surplus lands saleable provided certain
conditions are met by the purchaser, including, but not limited to, accepting the lands subject to an easement in connection with the existing sewer infrastructure.

Public notice of intent to stop up and permanently close and declare surplus the Subject Road Parcel, and to declare surplus Part 5 has been made in accordance with the City’s procedure by-law.

**Corporate Implications:**

**Financial Implications:**
There are no financial implications in connection with the recommendations of this report.

**Planning and Infrastructure Services:**
is in agreement with the proposal to declare the Subject Road Parcel and Part 5 surplus to the City’s needs.

**Legal Services:**
will register the by-law to stop up and permanently close the Subject Road Parcel.

**Strategic Plan:**
This report achieves the Smart Growth priority by declaring lands surplus to the City’s requirements and thereby permitting the sale of surplus land for development in conjunction with adjacent lands, the recommendations of this report support the City’s strategic goal to Build Complete Communities.

**Conclusion:**

It is in the best interest of the City to stop up and permanently close and declare surplus to the requirements of the municipality, the Subject Road Parcel, being an untraveled portion of the original Countryside Drive road allowance, and to declare surplus Part 5, so that the redundant lands may be disposed of.

Ann Pritchard, Manager,
Realty Services

Al Meneses, Executive Director, Facility Services

**Appendices:**

Appendix “A” – Illustration of the Subject Road Parcel
Appendix “B” – Draft Reference Plan
Report authored by: Lisa Lieu, Real Estate Coordinator
Appendix “A”
Illustration of Subject Road Parcel

Subject Road Parcel

Approximate Easement Location

Countryside Drive

Yellow Arrows Blvd

Hillcrest Ct
Date: January 21, 2016

File: R21-Howden Recreation Centre - Swimming Pool

Subject: Howden Recreation Centre – Swimming Pool

Contact: Al Meneses, Executive Director, Facility Services
        Donna-Lynn Rosa, Director, Recreation and Culture

Overview:
- Howden Recreation Centre was originally built in 1974, making the facility over forty-two (42) years old. It is a 23,080 square foot (sf) facility, currently housing an interior swimming pool, multi-purpose rooms, fitness amenities, a daycare space, and general support spaces.

- Over the last 10 years, Council has approved $1,000,000 in various capital repair and replacement projects.

- The current insured replacement value is $5,845,700.

- The current Facility Condition Index (FCI) is 75%. Industry standards dictate that an FCI score in excess of 15% necessitates a comprehensive evaluation.

- Based on recently received building condition audits and various engineering reports, our recently formed Buildings Project Validation Team estimates the facility is in need of approximately $4,400,000 in capital improvements, including a roof replacement, an entire retrofit of the pool and associated decking and change room areas, building foundation work, a completely new heating system, upgrades to meet current Ontario Disability Act standards, air conditioning and dehumidification system, and various other requirements.

- In parallel to the current review of this facility, the City is in the process of developing a Financial Master Plan, a Recreation Master Plan, a Facilities Master Plan and an Asset Management Plan. The state of this facility makes it necessary to proceed with a comprehensive go-forward plan as soon as possible.

- Additional analysis is being completed on other aged facilities and comprehensive reports will be forthcoming for Council consideration.
Recommendations:

1. That the report from Al Meneses, Executive Director of Facility Services and Donna-Lynn Rosa, Director of Recreation and Culture, entitled Howden Recreation Centre – Swimming Pool, dated January 21, 2016, to the Community and Public Services Committee of February 03, 2016, be received; and

2. That Council direct staff to complete the required high-level analysis and business case, outlining options for Council consideration with go-forward recommendations to Community and Public Services Committee for Council’s consideration in Q2, 2016.

Background:

Howden Recreation Centre was built in 1974. The (42) year old, 23,080 (sf) facility consists of a small neighbourhood style swimming pool, multi-purpose program space and large gym/program area with designated daycare space leased with the YMCA until 2019.

In 2007 the facility received over $500K in capital funding for Ontario Disabilities Act renovations that included enhancements to the lobby, reception, main washrooms and a new elevator. The elevator installation resulted in additional useable space that added a new meeting/board room and staff office space on the lower level. Besides regular wear and tear maintenance and paint refresh, the majority of the facility (exterior, roof, pool tank, pool change rooms and lower level program space) remains unchanged.

The facility provides the following community recreation programing:

- Aquatic programs offering learn to swim lessons, senior’s adult aqua-fit and public drop in swims;
- Various holiday youth and pre-school camps;
- Pre-school programming;
- Group fitness/wellness programs and dance classes; and
- Special events including partnerships with the community and neighbourhood schools.

The facility is classified with a “neighborhood” designation based on amenities, user volume and user demographics. User scans confirm 30% of the total 2015 (7322) clients/participants travel within a 5km radius of the facility and an additional 30% travel from surrounding neighborhoods. The pool provides over 50% of the facility usage with over 3,000 registrations and over 5,000 aquatic membership scans. The pool also provides aquatic programming for youth camps from nearby Terry Miller Recreation Centre and Chinguacousy Park.

Although this facility lacks the modern multi-purpose high volume amenities, it shares a strong close knit community affinity with regular participants that take personal
pride and ownership of the building and programs and have developed a close bond with staff.

The facility generally operates on an annual $1.2M operating budget with a $700K net operating tax based subsidy.

**Current Situation:**
Recent building condition audits, coupled with additional engineering reports, necessitate a review of the future status of Howden Recreation Centre. Deciding whether to fund repair and/or replacement of aged structures can be complicated, and mistakes can result in serious financial consequences. The City currently does not have a defined and Council-approved decision-making tool to determine whether a facility should be repaired and retrofitted or demolished and replaced.

Advanced building science applications compare the costs of repair and retrofit to today’s standards against the cost to replace the facility with a modern, functional, energy efficient structure.

A detailed analysis is now required to provide Council with a recommendation on how to proceed with several aging Recreation facilities. Factors to consider include:

- Costs to upgrade base building deficiencies
- Costs to meet current codes and standards
- Costs to design required upgrades
- Costs to relocate existing programs
- Demolition costs
- Site work
- Project and Contract Management costs
- Interior Fit-up costs
- Multi-functional design to address today’s needs and potentially tomorrow’s as well

Simply deciding to repair and retrofit a facility may not necessarily result in cost savings or the best use of limited available funding to the taxpayer. If the total repair and retrofit costs exceed the estimated cost to replace the facility, or if those costs exceed the current insured replacement cost, serious consideration and analysis is required.

A Facility Condition Index (FCI) is an industry standard asset management tool which measures the constructed asset’s condition at a specific point in time. The result is a functional indicator to obtain an overview of the facility’s condition as a numeric value. A comprehensive analysis is conducted, related to many factors to determine the current state of the building.

Fundamentally, an FCI is calculated by aggregating the total costs of all identified outstanding repairs and upgrades compared to the current replacement value. It is a ratio of identified repairs to replacement value, expressed as a percentage. Land value is not considered as part of the FCI calculation. In essence, the lower the FCI, the better the condition of the facility. Current industry benchmarks are as follows:
<table>
<thead>
<tr>
<th>FCI</th>
<th>Condition Rating Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under 5%</td>
<td>Excellent</td>
</tr>
<tr>
<td>5 – 10%</td>
<td>Fair</td>
</tr>
<tr>
<td>10 – 15%</td>
<td>Poor</td>
</tr>
<tr>
<td>15 – 20%</td>
<td>Very Poor</td>
</tr>
<tr>
<td>Over 20%</td>
<td>Critical</td>
</tr>
</tbody>
</table>

Facility Services staff are currently targeting 10% as our benchmark – anything over 10% requires a coordinated plan and communications to Council on a recommended go-forward strategy.

The FCI indicator is similar to condition indexes employed for years to monitor the condition of roads and bridges and help prioritize repairs. Utilizing an FCI only provides a professional method of measurement without consideration to other pertinent factors when discussing the future of publicly-owned community facilities.

However, as an FCI value increases, additional risks are present, including potential increased liability, increased operating costs, negative optical consequences as residents enter a City-owned facility which is clearly not up to date. Facilities with high FCI scores look worn with obvious deterioration, equipment failures are frequent and costly, facility shutdowns are more frequent with increased operational and programming disruptions, health and safety risks are increased, and mechanical, electrical and structural risks are present. Resident complaints are likely to be higher.

Howden Recreation Centre’s current FCI is 75%. As a result, analysis is required to determine next steps. Recent discussions with the Chair of Public Services, the Vice Chair of Facility Services and comments during Budget Committee confirmed that a comprehensive plan is required to address our aging facilities. With limited financial flexibility, decisions need to be made that are in the best long-term interests of the taxpayer.

From 2006 to 2015, over $1,002,406 has been approved by Council for capital improvements at Howden, including work to address building upgrades related to the Ontario Disabilities Act, structural pool tank adjustments, office renovations, electrical lighting updates, fire alarm upgrades, structural roof patches, replacement of the heat exchanger, replacing front entrance doors, and parking lot improvements.

In 2015, $185,000 was approved to commence the design and engineering phase for a total roof replacement to address identified structural issues, investigate the installation of a pool dehumidification system and replacement of aged heating and mechanical systems. In 2016, additional funds totaling $400,000 were approved in anticipation of commencing and continuing identified work in phases over the coming years.
In total, the majority of the approved 2015 and 2016 funding remains unspent and uncommitted, as staff determines how and / or if to proceed with the necessary capital work required in the absence of a long-term Council approved strategy for this facility.

Options for consideration:

<table>
<thead>
<tr>
<th>OPTION</th>
<th>SCOPE OF WORK</th>
<th>TIMELINE</th>
<th>EST. BUDGET</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>Roof replacement, building envelope repairs, pool deck repairs, new HVAC and DEHUMIDIFICATION units</td>
<td>Immediate – 12 - 15 months</td>
<td>$2,100,000</td>
<td>Short term benefits, does not address entire backlog of required capital improvements</td>
</tr>
<tr>
<td>#2</td>
<td>Demolition of existing facility and replacement with a new facility (same location, size and amenities)</td>
<td>30 – 36 months</td>
<td>$11,000,000</td>
<td>Project scope details, budget and schedule to be developed for consideration (23,000 sf)</td>
</tr>
<tr>
<td>#3</td>
<td>Full state of good repair capital improvements required</td>
<td>18 – 30 months</td>
<td>$4,400,000</td>
<td>Will address identified requirements, extend the life of the facility. Will require a 2 - 3 year shutdown.</td>
</tr>
<tr>
<td>#4</td>
<td>Await the recommendations of the Recreation Master Plan and then determine go-forward plan</td>
<td>12 – 48 months</td>
<td>TBD</td>
<td>Pool will remain closed until direction is given</td>
</tr>
<tr>
<td>#5</td>
<td>Sale of property and utilize funding to renovate / expand neighboring facilities to provide recreational services to the community</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
</table>

Staff is seeking direction from Committee to explore the various options and return back to Committee in Q2, 2016 with a recommended go-forward strategy that will address:

- Options for Council consideration;
- Business Case;
- Programming opportunities and challenges;
- Funding strategies and challenges;
- Project timelines; and
- Communications strategy.
Corporate Implications:

Financial Implications:
There are no financial implications in connection with the recommendations of this report at this time. However, staff may return at a further date, to request funding to implement an approved strategy for the facility.

Strategic Plan:
This report achieves the Strategic Plan priorities by supporting strong communities with distinct and lively facilities instilling civic pride and providing good government with credible leadership delivering trusted services within a long-term financial strategy with excellent customer service.

Conclusion:
Howden Recreation Centre is approximately 42 years old. Most facilities of that generation were built with an expected life-expectancy of approximately 40 years. The facility houses an interior swimming pool, multi-purpose rooms, a fitness centre, daycare space, and general support areas. In total, the facility is approximately 23,080 square feet.

Recent building condition audits, coupled with additional engineering reports, necessitate a review of the future status of Howden Recreation Centre. Deciding whether to fund repair and/or replacement of aged structures can be complicated, and mistakes can result in serious financial consequences. The City currently does not have a defined and Council-approved decision-making tool to determine whether a facility should be repaired and retrofitted or demolished and replaced.

Staff recommends that the Howden Pool remain closed to the public until additional details can be finalized and go-forward options are presented to Council in Q2 2016 for consideration.

AI Meneses  
Executive Director, Facility Services

Craig Booth  
Acting Director, Recreation and Culture

Appendices:
Report authored by:
AI Meneses, Executive Director, Facility Services
Randy Rason, Director, Building Design and Construction
Donna-Lynn Rosa, Director, Recreation and Culture
Nick Gerus, Manager, Project Validation
Donn Bennett, Manager, Asset Preservation
Craig Booth, Manager, Recreation
Glossary of Terms

Facility Condition Index (FCI)
Facility Condition Index is an industry standard benchmarking metric and key performance indicator used to objectively quantify and evaluate the condition of a building. There are two methods to calculating the FCI: Deferred Deficiencies (Backlog) or Future Year Funding requirements. The City has historically been utilizing the Future Year Funding calculation to align with capital submissions.

To Calculate the FCI for Deferred Deficiencies, divide the building’s cost of Deferred Deficiencies by its Current Replacement Value.
To Calculate the FCI for Future Year Funding requirements, divide the buildings’ capital year Cost of Deficiencies (Deferred Deficiencies + Current Capital Costs) by its Current Replacement Value.

The City’s FCI Rating system is as follows:

<table>
<thead>
<tr>
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<td>Very Poor Condition</td>
</tr>
<tr>
<td>Over 20%</td>
<td>Critical Condition</td>
</tr>
</tbody>
</table>

Reproduction Cost New
Reproduction Cost New is the cost of construction, at current prices, of an exact duplicate or replica, using the same materials, construction standards, design, layout, and quality of workmanship, while embodying all the deficiencies, super adequacies (over-improvements), and obsolescence of the subject building.

Replacement Cost New
Replacement Cost New is the cost of construction, at current prices, of a building having utility equivalent to the building being appraised, but built with modern materials and according to current building standards, design, and layout.

Accrued Depreciation
Accrued Depreciation is a loss of value, measured as of the date of appraisal, indicating the difference between Reproduction Cost New or Replacement Cost New of improvements, and the present worth/value of those improvements. Accrued Depreciation is sometimes referred to as Diminished Utility. This loss of value or Diminished Utility of the improvements to real property can be caused by the following types of depreciation: 1) Physical Deterioration; 2) Functional Obsolescence; 3) Locational Obsolescence.

Physical Deterioration
Physical Deterioration is a reduction in utility and consequently a loss in value resulting from an impairment of physical condition. Physical deterioration occurs as a result of wear and tear, decay, and structural defects.

Functional Obsolescence
Functional Obsolescence is a loss in utility and consequently a loss in value, due to the inability of the building, any component part of the structure, or any item of equipment to perform in terms of today’s standards and requirements. Standards and requirements could
refer to the building or any component within it that is outdated, inadequate, unattractive, unappealing, over improved, etc.

**Locational Obsolescence**
Locational Obsolescence is a loss in utility and consequently a loss in value that a structure incurs as a result of negative environmental forces beyond the boundaries of the property.

**Economic Life of a Building**
The period over which the improvements to a site contribute to the value of the property as a whole. The economic life of a structure refers to the amount of time that a structure (from the day it is built) would be useful or habitable given no renovation, updating, or modernization over that time period. Economic life is estimated by looking at/researching how long buildings similar to the subject in the same neighbourhood have remained livable/useful/valuable before they have had to be renovated / modernized or demolished.

**Remaining Economic Life**
The estimated number of years remaining in the economic life of a building as from the effective date of the appraisal.

**Actual Age**
The actual number of years that have passed since a structure was built; also referred to as the chronological age. The Actual Age of a structure must be differentiated from its Effective Age for appraisal purposes.

**Effective Age**
The estimated age in years based on the amount of care and attention a building has received. Care and attention could include renovation and modernization. If a building has had better than average maintenance, its Effective Age may be less than its ActualAge. If there has been inadequate maintenance, it may be greater.

**Curable Items**
The term curable is used as it would be economically sound for an owner to correct the physical situation based on repair costs. Curable depreciation can arise either through physical deterioration or functional obsolescence.

**Incurable Items**
Incurable depreciation applies to items in a structure that are not yet ready to be cured, that cannot be cured, or for which it is not economically sound to cure at this time since the cost of correcting the condition or affecting a cure is greater than the anticipated increase in value. While the correction of a condition may well be physically or technically possible, the criterion is whether or not it is economically sound to cure.

**Short-Lived Items**
These are components that are not yet ready to be replaced, but that will require replacement sometime before the end of the remaining economic life of the structure. In other words, their life expectancy is less than the remaining economic life of the building. Typically items such as furnaces, roofs, etc., end up as being short-lived items.

**Long-Lived Items**
These are components that have suffered some physical deterioration but will not require replacement any time during the economic life of the structure. Typically items such as foundations, framing, etc., are long-lived items.