

**STAFF REPORT:      Engineering & Public Works Department**



**REPORT TO:**            Engineering & Public Works Committee  
**MEETING DATE:**      March 8<sup>th</sup> 2011  
**REPORT NO.:**          EPW.11.021  
**SUBJECT:**             Roads and Drainage Division Works  
                                 Yard Needs Study  
  
**PREPARED BY:**        Jim McCannell, Manager of Roads and  
                                 Drainage Division

**A.    Recommendations**

THAT Council receive Report EPW.11.021 entitled “Roads and Drainage Division Works Yard Needs Study” for their information, and

THAT Council Authorizes staff to proceed with a Public Information Centre concerning the revised phase 1A works.

**B.    Background**

The Town of The Blue Mountains Roads and Drainage Division has outgrown the existing Public Works Facility located on Grey County Road 2 in the community of Ravenna.

R.J. Burnside & Associates Limited (Burnside) was retained in May 2009 to assist the Town with a Roads and Drainage Works Yard Needs Study. The Report was completed in December 2010. The purpose of the study was to identify current and 20 year needs, and identify and evaluate possible solutions. The Study also provided alternative locations for a Works Yard Site, considering current, medium and long term needs; however the report concluded that the Public Works Facility is well located within the service area. The study also provides alternative site plans designed to meet current needs and provide for future growth. The recommendations in this report are conceptual in nature, providing flexibility to make modifications at the detailed design stage and to phase implementation as service demands grow.

The report recommends the improvements to the works yard be completed in 2 phases. At build out the site would include a total of 15 bays, the creation of unheated storage, an expanded gravel storage area and a stormwater pond (See Burnside Conceptual Site Layout, attachment #1). Upon completion or build out of these works the site will need to be expanded or a new site be found. A possible future site may be located closer to the urban development as this is where the additional services will be required.

The report recommends that for Phase 1, the following works should be included: See Conceptual Site Plan SP, attachment #2

1. That the existing storage building (red barn) adjacent to Grey Road 119 be demolished and the site restored;
2. That the existing 1950s shop be converted to unheated storage for materials and off-season or small equipment; (as interim storage)
3. That the office and washroom areas of the existing main shop be renovated and the adjacent garage bay converted to provide additional administrative and support space;
4. That the second bay, served by the overhead crane, be setup and utilized as a mechanic/repair work space;
5. That the easterly bay of the existing main shop be segregated for use as a wash bay with suitable ventilation to reduce humidity and moisture accumulation;
6. That the existing main shop be extended easterly with the addition of 4 new bays;
7. That a new shop be constructed with 4 bays approximately 18 metres deep;
8. That an outside storage area be graded and surfaced to the south of the new shop;
9. That the site be graded with appropriate berms and fencing to provide visual screening and security.

The full report is available for further review from the Roads and Drainage Division.

Within the Burnside Report the works defined as Phase 1, which included 8 new bays and the renovated offices as shown in sketch SP1, are outside of the financial resources of the Roads and Drainage budget at this time. The engineering estimate from the Burnside Report for the Phase 1 works is \$2,871,000. As a result of these financial considerations, Staff is reviewing the proposed works and are recommending reducing the number of new bays to allow the works to be completed within the proposed budget of \$1,003,750.

Staff is recommending that a new revised phase called "1A" which includes several of the recommendations within the Burnside Report be initiated. These include: the demolition of the red barn and the creation of a parking area for the Ravenna Community Center, the conversion of the old shop to cold storage, the construction of 4 additional bays on the east end of the new shop, the relocation of the playground to the south side of the swing set. The yard will need to be re-graded and expanded to allow for additional outside storage, the creation of a berm and fencing to define the works yard. The existing underground fuel tanks need to be removed and above ground fuel tanks installed. The underground tanks need to be decommissioned prior to September 1, 2013, as per TSSA. These works would be included in the Phase "1a" of improvements to the works yard. See Sketch # 4 attached.

The recommendation to reconfigure the first storage bay into expanded offices is not being suggested at this time (Burnside Recommendation No. 3, see attachment #3). With the completion of the new Town Hall the office trailers currently used by Engineering will be available for use and are expected to be relocated to the Ravenna Works Yard. This will delay the need to renovate the office area and the loss of the first storage bay. The office trailers can be relocated next to the main building due to the need for power, computer connections and washrooms.

The construction of a drive shed behind the 1950's building is also being considered and may delay the need for the second building described in Burnside Recommendation No. 7. The area behind the old shop could be utilized as covered storage. This option will reduce the overall costs of the project.

The offices renovations and the construction of the new build can be phased in as needed in the future. The portable office trailer is only a temporary option but will fill the needs of the Division in the short term.

Staff wishes to move forward with a Public Information Center (PIC) to introduce these proposed works to the residents and collect feedback. A PIC could be held this spring to receive the public reaction to these proposed site improvements.

### **C. The Blue Mountains' Strategic Plan**

The expansion of the Ravenna Works Yard furthers the Town's Strategic Goal #2, "Addressing the Town's municipal infrastructure needs".

### **D. Environmental Impacts**

None

### **E. Budget Impact**

The proposed budget sheet for the first phase in 2011 /2012 has allocated \$100,000 from taxation and \$903,750 from development charges. The total anticipated cost of these works is \$1,003,750.

### **F. Attached**

1. Ravenna Works Yard Concept Plan Sketch
2. Ravenna Works Yard Phase 1 Conceptual Site Plan SP1
3. Ravenna Works Floor Plan SP2
4. Ravenna Concept Site Plan Phase 1a

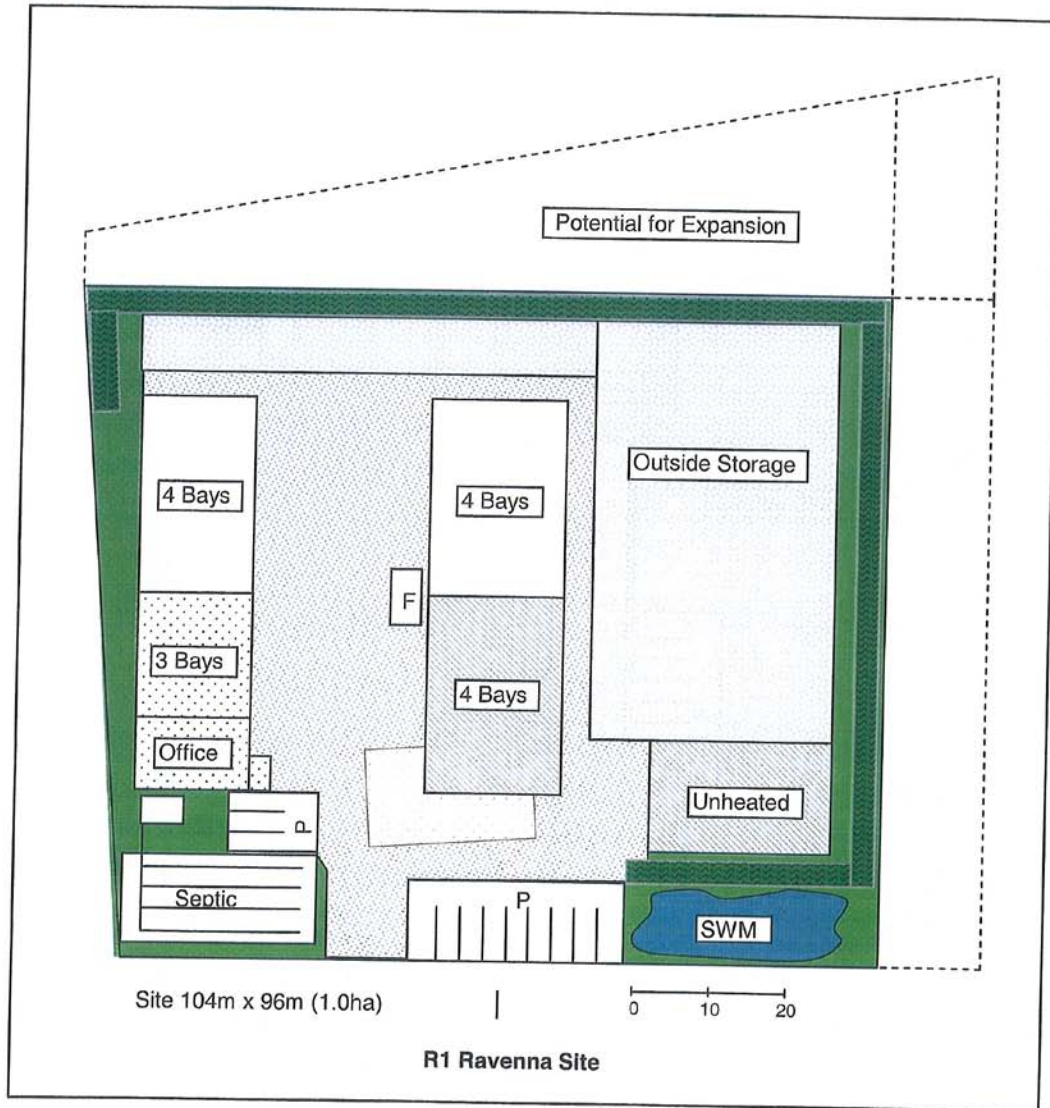
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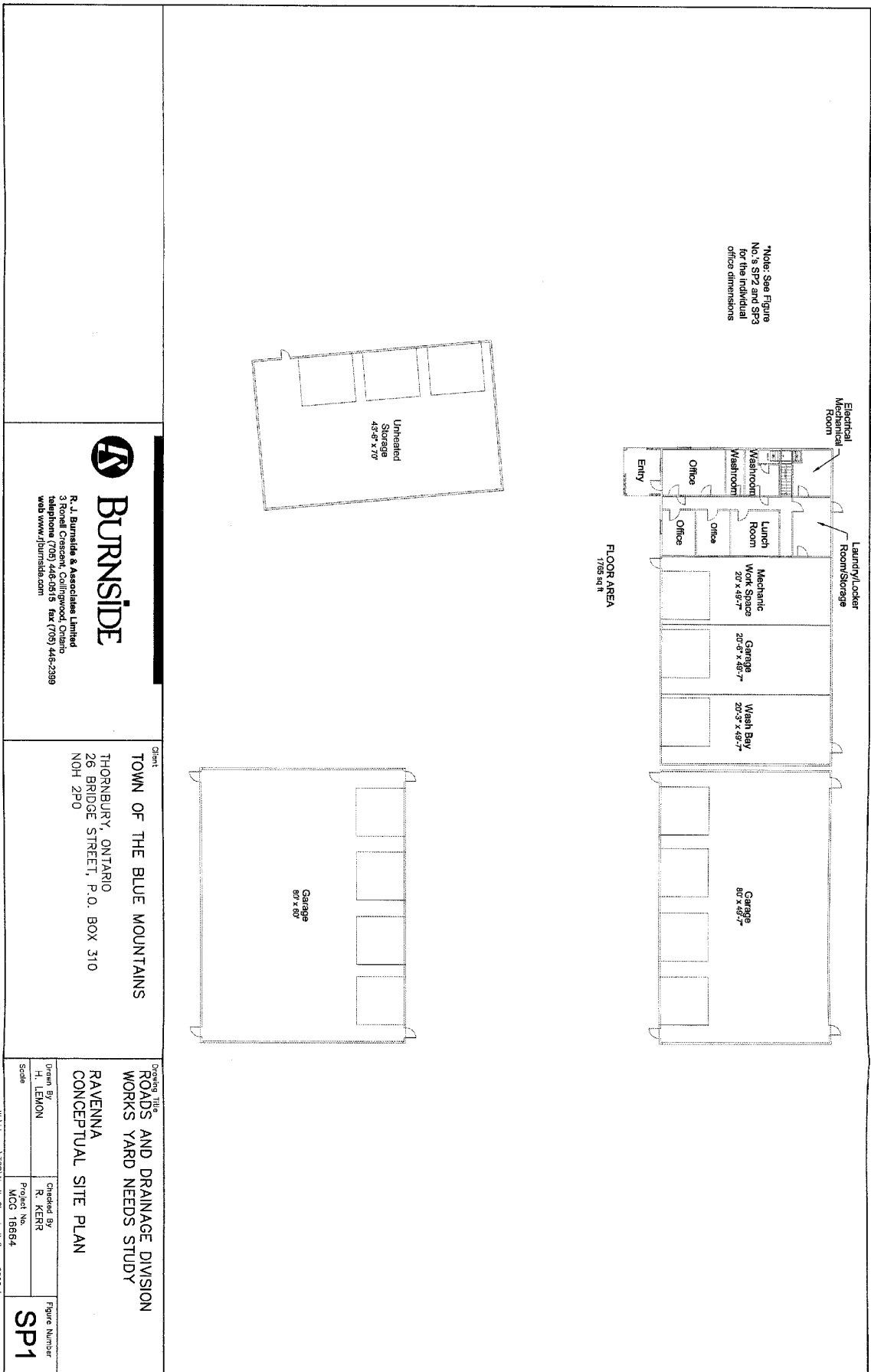
***Jim McCannell***

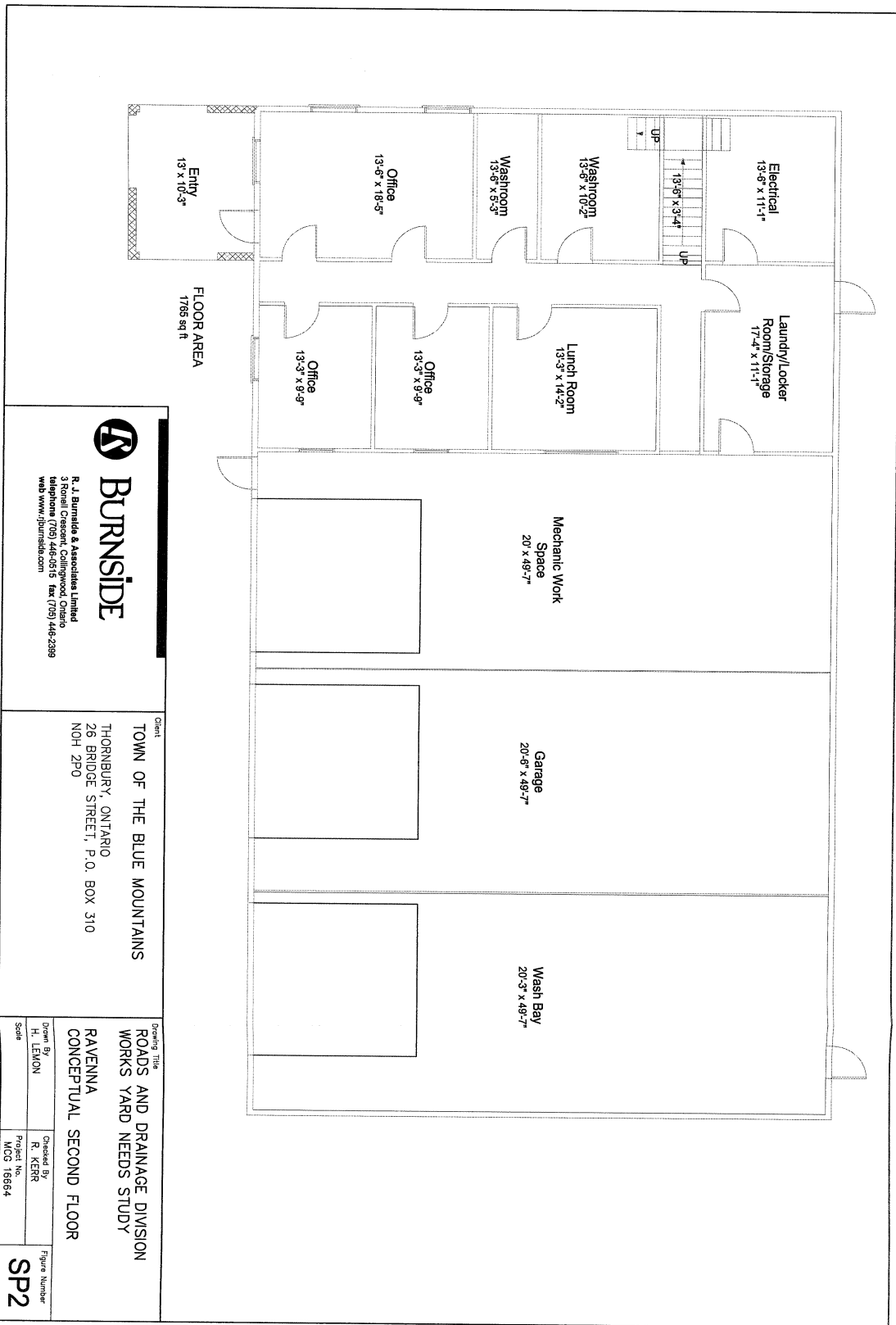
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Drawing Title  
**ROADS AND DRAINAGE DIVISION  
 WORKS YARD NEEDS STUDY  
 RAVENNA  
 CONCEPTUAL SECOND FLOOR**

Drawn By  
 H. LEMON

Checked By  
 R. KERR

Project No.  
 MCG 16664

Figure Number  
**SP2**

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