



Meeting Date: September 20, 2023

Submitted by: Rob Cascaden, P. Eng – Director – Public Works and Engineering

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Report No: PWE 36-2023

Subject: Vehicle and Equipment Retention

Recommendation:

THAT Council receive Report PWE 36-2023, re: Vehicle and Equipment Retention;

AND THAT Council approve the retention and continued use of vehicle # 2507 (2018 Chevrolet Bolt) by Transportation Services;

AND FURTHER THAT Council approve the retention and continued use of vehicle # 3608 (2011 Bomag Pneumatic Roller) by Transportation Services.

Purpose:

To seek Council approval to retain a vehicle and pneumatic roller that had been previously identified for disposition upon replacement.

Background:

Renovations to the municipal office will disperse staff to several locations around the municipality and having sufficient mobility in place for staff to travel to the various locations is an important consideration in looking to reduce any increased expenditures associated with the renovation. Furthermore, recent changes to Ontario Provincial Specifications (OPS) have resulted in a change to municipal operations and equipment needs associated with surface treating municipal roadways.

Analysis:

In anticipation of the municipal office renovation and the disbursement of staff to several various locations (Komoka Wellness Centre, Coldstream Fire Hall, Denfield Operations Centre and Ilderton Community Centre for Council meetings). There will be an increase in staff travel to and between these locations to support the delivery of services to residents.

During the 2023 budget, Council had identified unit 2507 a 2018 Chevrolet Bolt to be disposed of upon being replaced. Staff are requesting this vehicle be retained.

Retaining this vehicle would minimize mileage claims by staff. To ensure value for residents, staff have undertaken the following review of operating costs:

Year	Repairs & Maintenance	Licensing	Benefits	Wages		Total
2019	132.29	120.00	2.89	21.97		277.15
2020	195.64	120.00	24.07	85.99		425.7
2021	60.19	120.00	93.93	424.15		698.27
2022	371.42	120.00	41.41	147.03		679.86

Average Yearly Cost \$ 520.24

The Municipality currently pays mileage of \$0.68 per km, meaning staff would need to travel 766km to break even on the operating cost which equates to 64km of travel per month. A two-way trip from the Komoka Wellness Centre to the Ilderton Community Centre is 37km. Two trips a month from the Komoka Wellness Centre to the Ilderton Community Centre for Council meetings would result in a cost savings compared to paying staff mileage.

It is fully expected that staff will easily exceed the minimum of 2 trips a month given the displaced nature of staff. There is also a strong likelihood there may be cost savings associated with lower mileage claims being paid out.

It is recommended that unit 2507 (2018 Chevrolet Bolt) be transferred to Transportation Services and be located at the Komoka Wellness Centre during the municipal office renovations for staff use.

Staff have recently become aware of changes made to the [Ontario Provincial Specifications Volume 7](#) (OPS) section 304 relates to surface treatment specifications. OPS standards are standardized procedures that lay out how various works are to be undertaken and the materials, equipment, and methods used to complete the work.

OPS Volume 7, Section 304 is related to surface treatment of roadways, also known as tar and chip. Staff in reviewing the standard noted a change in equipment requirements in performing rolling operations. The standard requires two pneumatic rollers as per section 304.07.08. Municipal practice prior to 2023 was to operate one pneumatic roller, however, based on industry best practice and OPS specifications the proper and correct method for rolling, as it relates to surface treatment, is to have two pneumatic rollers operating.

The purpose of two rollers is to minimize the gap between the rollers and the chip-spreader (maximum gap 300m), but to also press the aggregate into the emulsion as quickly as possible as the emulsion will immediately start to set once it is applied to the roadway. The sooner the aggregate is set and pressed into the emulsion there is a higher likelihood of a stronger and longer lasting bond between the base material and the surface aggregate, in addition to also minimizing float (loose stone).

As part of the 2023 budget Council had approved the replacement of unit 3608 being a 2011 Bomag pneumatic roller. Considering the updated OPS standard, staff recommended that this roller be retained for continued use in surface treatment operations, ensuring municipal surface treatment operations comply with OPS specifications and industry best practices.

To ensure value in the request staff reviewed rental costs as opposed to continued ownership.

The rental cost for 6 weeks is approximately \$7,130.00, the expected fuel cost (3 year average) is estimated at \$715.72 for an overall rental cost of \$7,845.72 and may vary subject to roller availability. The 3-year average (2020, 2021, & 2022), operation and maintenance cost is \$1,166.65. The operation and maintenance costs to continue to operate the existing roller 3608 are significantly less than renting. Replacement was initially identified using the Municipality's [Asset Management Plan](#) recommendation of 10 years and this was pushed an additional 2 years. Staff will continue to monitor the asset on a year-to-year basis and bring forward future replacement for Council consideration.

If there are substantial expenses for either of these assets, staff will not proceed and will defer a decision so that there is a proper cost analysis undertaken whether it makes sense to invest in the asset or replace it altogether.

Financial Implications:

The retention of unit 3608 Bomag Roller is expected to result in an increase of approximately \$1,166.65 in fleet operating costs.

The retention of unit 2507 is not expected to have any impact on fleet operating costs and should reduce mileage paid to staff for use of their personal vehicles for municipal business. The cost to operate the electric vehicle is minimal compared to the potential mileage savings.

The increase in operating costs associated with the pneumatic roller can be covered under the existing budget.

Strategic Plan:

This matter aligns with following strategic priorities:

- Sustainable Infrastructure and Services

Staff continue to review changing standards and specifications to ensure maintenance and construction activities are carried out in accordance with best practices. Furthermore, staff will continue to look for cost effective ways of delivering service and providing mobility for staff while undertaking their duties for the municipality.

Attachments:

N/A