



The Corporation of the County of Northumberland
Public Works Committee
Minutes

November 4, 2024, 1:00 p.m.
Council Chambers
555 Courthouse Road, Cobourg, ON K9A 5J6
Hybrid Meeting (In-Person and Virtual)

Members Present: Chair Scott Jibb
Warden Brian Ostrander
Councillor John Logel

Council Members Present (non-voting): Councillor Mandy Martin (*attended virtually*)

1. Notices

1.a Accessible Format

If you require this information in an alternate format, please contact the Accessibility Coordinator at accessibility@northumberland.ca or 1-800-354-7050 ext. 2327.

1.b Meeting Format

This Committee Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

2. Call to Order

Chair Scott Jibb called the meeting to order at 1:00 p.m.

2.a Territorial Land Acknowledgement

3. Approval of the Agenda

Committee Resolution 2024-11-04-757

Moved by Councillor John Logel

Seconded by Warden Brian Ostrander

"**That** the agenda for the November 4, 2024 Public Works Committee be approved."

Carried

4. Disclosures of Interest

- No disclosures

5. Delegations

N/A

6. Business Arising from Last Meeting

N/A

7. Communications

7.a Correspondence, Municipality of St. Charles 'Request to Increase Tile Drain Loan Amount'

Committee Resolution 2024-11-04-758

Moved by Warden Brian Ostrander

Seconded by Councillor John Logel

"**That** the Public Works Committee receive the correspondence from the Municipality of St. Charles regarding 'Request to Increase Tile Drain Loan Amount' for information, noting that County Council previously considered correspondence regarding this subject matter at the May 15, 2024 Council meeting and subsequently received it for information; and

Further That the Committee recommend that County Council receive this correspondence for information."

Carried

7.b Correspondence, Egis and LEA Consulting Ltd. 'Notice of Online Public Information Centre #2 - Preliminary Design and EA for Highway 401 from Cty Rd 28 to Hamilton Rd, Port Hope'

Committee Resolution 2024-11-04-759

Moved by Councillor John Logel

Seconded by Warden Brian Ostrander

"**That** the Public Works Committee receive the correspondence from Egis and LEA Consulting Ltd. regarding 'Notice of Online Public Information Centre #2 for the Preliminary Design and Environmental Assessment for Highway 401 from County Road 28 (Ontario Street) to Hamilton Road, Port Hope' for information; and

Further That the Committee recommend that County Council receive this correspondence for information."

Carried

8. Staff Reports

8.a Public Works - Quarter 3, 2024 Financial Analysis

Jennifer Heslinga, Accounting Services Manager / Deputy Treasurer

Committee Resolution 2024-11-04-760

Moved by Warden Brian Ostrander

Seconded by Councillor John Logel

"**That** the Public Works Committee receive the 'Public Works - Quarter 3, 2024 Financial Analysis' for information; and

Further That the Committee recommend that County Council receive the Quarter 3, 2024 Financial Analysis for information."

Carried

8.b Report 2024-137 'Traffic Calming in Hamlets Update'

Peter Deshane, Infrastructure Manager

Committee Resolution 2024-11-04-761

Moved by Councillor John Logel

Seconded by Warden Brian Ostrander

“That the Public Works Committee receive Report 2024-137 ‘Traffic Calming in Hamlets Update’ for information; and

Further That the Committee recommend that County Council receive this report for information.”

Carried

8.c Report 2024-138 'Snowmobile Association Land Use Agreements'

Peter Deshane, Infrastructure Manager

Committee Resolution 2024-11-04-762

Moved by Warden Brian Ostrander

Seconded by Councillor John Logel

“That the Public Works Committee, having considered Report 2024-138 ‘Snowmobile Associations Land Use Agreements’, recommend that County Council direct staff to enter into Land Use Agreements with the Great Pine Ridge Snowmobile Association, the Percy Boom River Rats and the Ganaraska Snowmobile Club for the use of County right of ways for snowmobile trail crossing, and hereby authorize the CAO and Treasurer, with the advice of the Municipal Solicitor, to approve and execute such Land Use Agreements and any documents required to give effect to those agreements.”

Carried

8.d Report 2024-139 'Back-up Power Generation for Public Works Depots'

Brooke Tackaberry, Manager Road Operations

Committee Resolution 2024-11-04-763

Moved by Councillor John Logel

Seconded by Warden Brian Ostrander

“Whereas at the October 16, 2024 County Council meeting, Council adopted the recommended motion from the September 30, 2024 Public Works Committee meeting to direct staff to bring forward a report to a future Committee / Council meeting regarding ‘Cobourg Yard Fuel System’;

Now Therefore Be It Resolved That the Public Works Committee, having considered Report 2024-139 'Back-up Power Generation for Public Works Depots', recommend that County Council direct staff to continue to seek funding to carry out the proposed upgrades to the backup power systems at the Cobourg Depot, followed by the Morganston Depot."

Carried

8.e Joint Operations Base Feasibility Needs Study - Presentation

Denise Marshall, Director Public Works
Willie Reynolds, Project Manager
Brooke Tackaberry, Manager Road Operations
Todd Farrell, Natural Heritage Manager
Susan Brown, Chief Northumberland Paramedics

Committee Resolution 2024-11-04-764

Moved by Warden Brian Ostrander
Seconded by Councillor John Logel

"**That** the Public Works Committee receive the presentations regarding 'Joint Operations Base (JOB) Feasibility / Needs Study' for information; and

Further That the Public Works Committee recommend that County Council receive the PowerPoint presentations for information."

Carried

9. Other Matters Considered by Committee

N/A

10. Media Questions

11. Closed Session

[Council recessed in Closed Session at 2:48 p.m. until 2:54 p.m.]

Committee Resolution 2024-11-04-765

Moved by Warden Brian Ostrander
Seconded by Councillor John Logel

"**That** this Committee proceed with the next portion of the meeting being closed to the public at 2:47 p.m.; and

Further That the meeting is closed to the public as permitted under the Municipal Act Sections 239.(2.c) and (2.f) in order to address matters pertaining to a proposed or pending acquisition or disposition of land by Northumberland County and advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Public Works), and that Jennifer Moore, Denise Marshall, Darrell Mast, Matthew Nitsch, Carol Coleman, Maddison Mather, and Cheryl Sanders remain present."

Carried

12. Motion to Rise and Result from Closed Session

Committee Resolution 2024-11-04-766

Moved by Warden Brian Ostrander

Seconded by Councillor John Logel

"**That** this Committee rise from Closed Session at 3:05 p.m.; and

Further That the confidential resolution moved in Closed Session regarding matters pertaining to a proposed or pending acquisition or disposition of land by Northumberland County and advice that is subject to solicitor-client privilege, including communications necessary for that purpose(Public Works), is hereby referred to the Public Works Committee, which refers it to County Council for adoption."

Carried

13. Next Meeting - Monday, December 2, 2024 at 1:00 p.m.

14. Adjournment

- The meeting adjourned at 3:06 p.m.



Joint Operations Base Feasibility/ Needs Study

Planning and Inspection Services/
Health & Safety Emergency Planning/ Paramedics

Presentation Overview

1. Department Overviews
2. Staffing Complement
3. Current Working Conditions
4. Current Challenges
5. Looking Ahead
6. Operational and Cost Efficiencies
7. Benefits of a JOB
8. Summary



Planning and Inspection Services

- ▶ Planning and Inspection Services consist of 2 division:
 - Land Use Planning
 - Inspection Services
- ▶ Implements and updates the County Official Plan in accordance with Provincial legislation
- ▶ Coordinates and makes policy recommendations for member municipal official plans
- ▶ Reviews development applications
- ▶ Provides general land use planning advice to municipalities, residents and businesses
- ▶ Inspects plumbing services for all member municipalities

HSEP Overview

- ▶ Health and Safety Emergency Planning (HSEP):
 - ▶ Promotes and maintains a safe and healthy work environment
 - ▶ Provides health and safety training to staff
 - ▶ Prepares for and responds to emergencies
 - ▶ Assists member municipalities before, during and following emergency events



Paramedics Overview – Slide 1

911 Paramedics play a critical part in ensuring comprehensive emergency medical care, from initial response and treatment to ongoing community health support along with providing leadership in emergency scenarios in Northumberland County.



Paramedics Overview – Slide 2

Community Paramedics deliver non-emergency in-home health care directly to residents in need. These preventative care programs support vulnerable community members and seniors in the community, while also helping to manage the high demand for emergency services, hospitals and clinics.



Staffing Complement

Planning and Inspection Services

- ▶ 7 full-time staff and 2 part-time staff at 600 William Street
 - Anticipate a new full-time Planner position in 2026

Health and Safety Emergency Planning

- ▶ 5 full-time staff and 2 part-time Occupational Health Nurses at County Headquarters

Paramedics

- ▶ Currently there are 21 full-time office staff and 149 Paramedics
- ▶ Office based staff are located at 600 William Street
- ▶ Paramedics provide response from six response stations across the County

Current Working Conditions – Slide 1

Planning and Inspection Services

- ▶ Staff share workstations, telecommuting is required as not enough space is available at 600 William Street
- ▶ Limited space available for drawing review
- ▶ Very limited storage space for drawings and documents from inspection services

Health & Safety Emergency Planning

- ▶ Staff share workstations, telecommuting is required as not enough space is available at County Headquarters
- ▶ Red Cross trailer and other emergency management supplies are stored in an ambulance bay at Port Hope Paramedic base due to lack of storage space at County headquarters and 600 William St.

Current Working Conditions – Slide 2

911 Paramedics

- ▶ 911 paramedics are currently dispatched from six response stations: Brighton, Campbellford, Cobourg, Colborne, Port Hope and Roseneath
- ▶ Fleet of 14 ambulances, 5 emergency response vehicles and a community support vehicle
- ▶ Rural area of geography – 5-10-15 km/min radius of response times. In the center rural area of the County East and West (Rice Lake) it is challenging to meet the call response time requirements mandated by the Ministry of Health – Emergency Health Services Branch

Current Working Conditions – Slide 3

911 Paramedics continued

- ▶ Limited storage capacity available at 600 William St for supplies and inventory.
- ▶ Logistics team is utilizing a room in the garage area which has restricted the garage for emergency vehicles.



Current Working Conditions – Slide 4

Community Paramedics

- ▶ 2 storage sheds at 600 William St for 4 Community Paramedic vehicles others are left outside in environmental conditions.
- ▶ No lunch or crew room available.
- ▶ Shared office space for Community Paramedics administration and frontline Paramedics
- ▶ Inefficiency due to increased transport times west to come back to Cobourg and out again. Centralized JOB would mitigate.

Looking ahead

- ▶ The County is expected to grow by at least 30,000 people by 2051
- ▶ Planning and Inspection services and HSEP, as well as other departments such as Corporate Services will need additional staff to meet the demands of this growth
- ▶ With continued population growth, increasing call volumes and an aging population will continue to see an increase in demand for services required. The number of calls has increased by 19% between 2013 and 2023
- ▶ The current office space is insufficient for the current number of staff and will worsen over the next 10 years

Operational Efficiencies

- ▶ Moving all Public Works staff to a new JOB would allow Planning and Inspections, HSEP, Corporate Services, Economic Development and Communication's teams additional office space at County Headquarters and 600 William Street, improve efficiency by having staff at a single location and avoid the cost of additional office rental space
- ▶ To improve response time to the northwest portion of the County, Paramedics will need either a new Paramedic Base or to co-locate at the new JOB
- ▶ There are expected to be some reduction in maintenance cost for the ambulances that are on standby at the JOB

Benefits of a JOB Planning and HSEP - Slide 1

- ▶ The largest benefit will be additional office space at the current County facilities
 - ▶ Allow for an Alternate Emergency Operations Centre located outside of Cobourg and away from the Primary Emergency Operations Centre (EOC) and could also be shared as an alternate for the member municipalities effectively eliminating the 7 alternate EOC's providing for cost efficiencies to each municipality
 - ▶ Emergency response supplies and equipment can be moved to the JOB to allow space for an additional ambulance in Port Hope to support growth
-

Benefits of a JOB Planning and HSEP - Slide 2

- ▶ Increased storage capacity would allow for more cots/bedding/hygiene kits for evacuation shelters
- ▶ Adequate storage to provide evacuation shelters and emergency supports for up to 72 hours for residents.



Benefits of a JOB – Paramedics

Slide 1

- ▶ Improved response times by co-locating a Paramedics base within the JOB
- ▶ Reduced travel time for ambulance maintenance
- ▶ Cost savings on 3rd party maintenance contracts for ambulance maintenance by providing some maintenance at JOB
- ▶ The property may allow for future growth and the need for a Paramedics headquarters should the location be centralized.
- ▶ Community Paramedics will be able to dispatch a couple units from the JOB to better serve the rural residents of the County from a West base including office space to complete administrative tasks

Benefits of a JOB – Paramedics

Slide 2

- ▶ By collocating a new 2 bay ambulance base within the JOB there would be significant cost savings as a standalone base is estimated at \$3 million. We could expect an estimated 10-20% construction cost savings due to economies of scale and reduced duplication of infrastructure.



Frontenac Paramedics station completed 2024

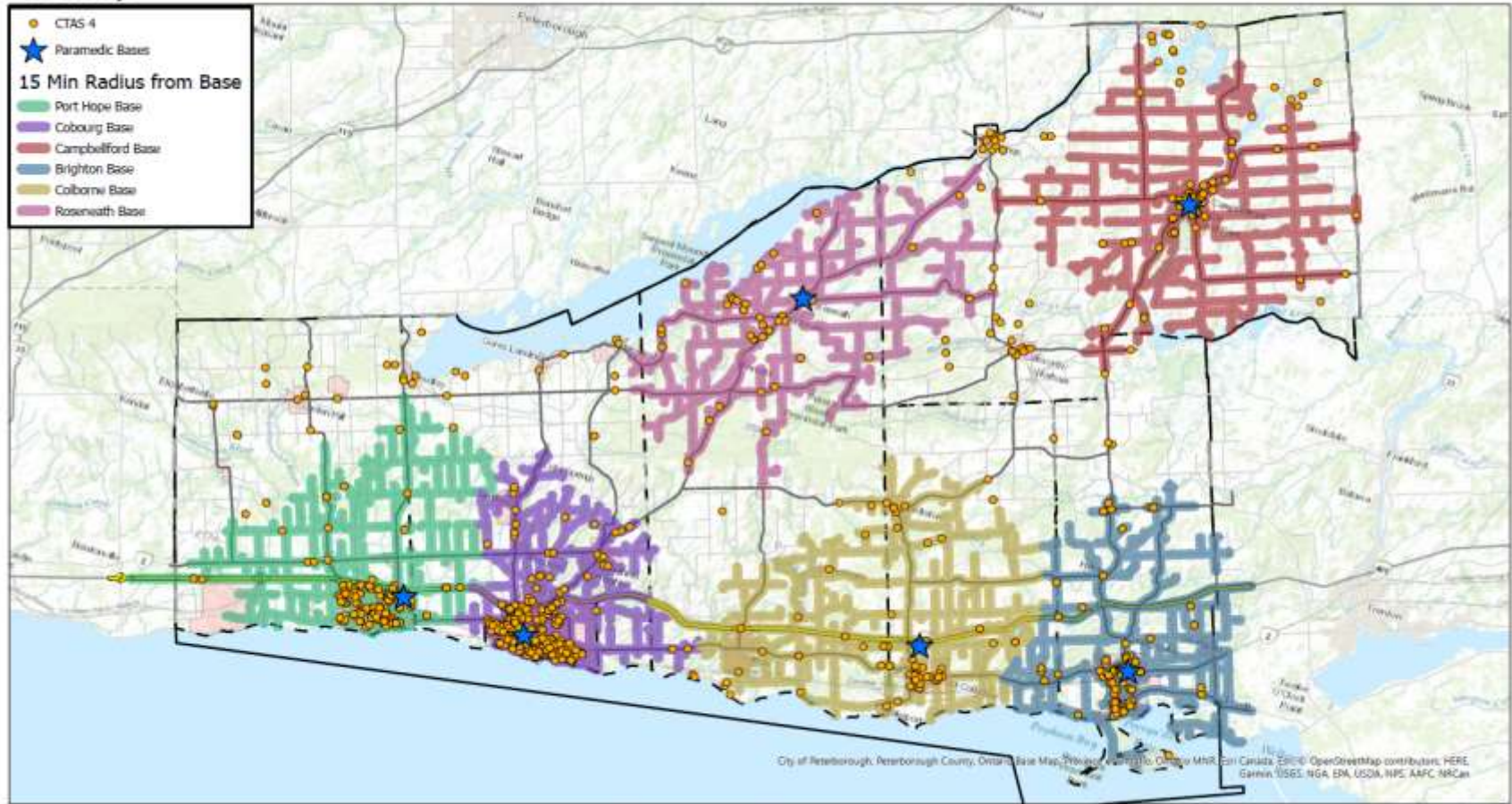
Benefits of a JOB – Paramedics

Slide 3

Northumberland Paramedics

CTAS 4 - 15 Min Radius from each base

2023



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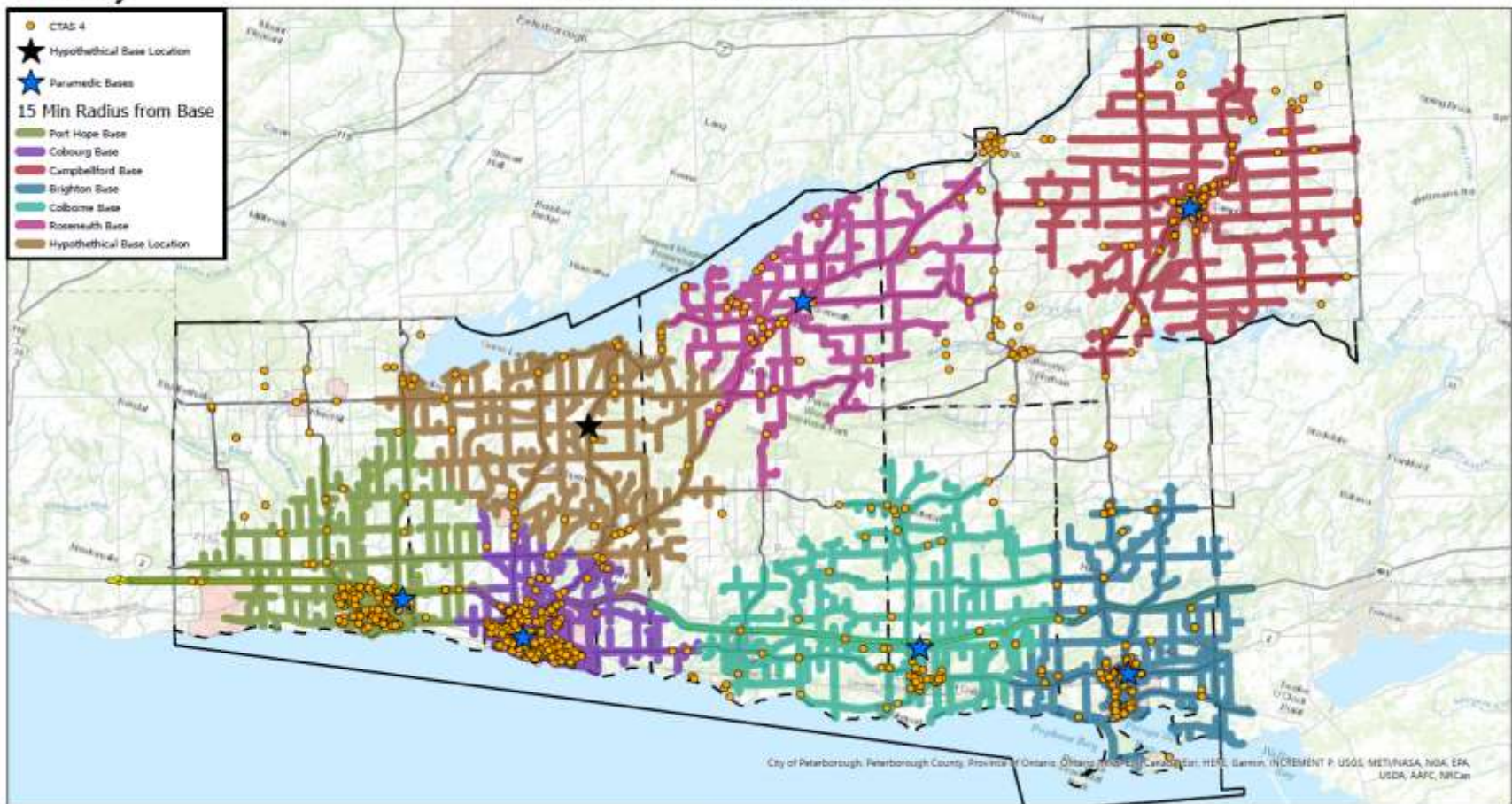
Benefits of a JOB – Paramedics

Slide 4

Northumberland Paramedics

CTAS 4 - 15 Min Radius from each base

2023



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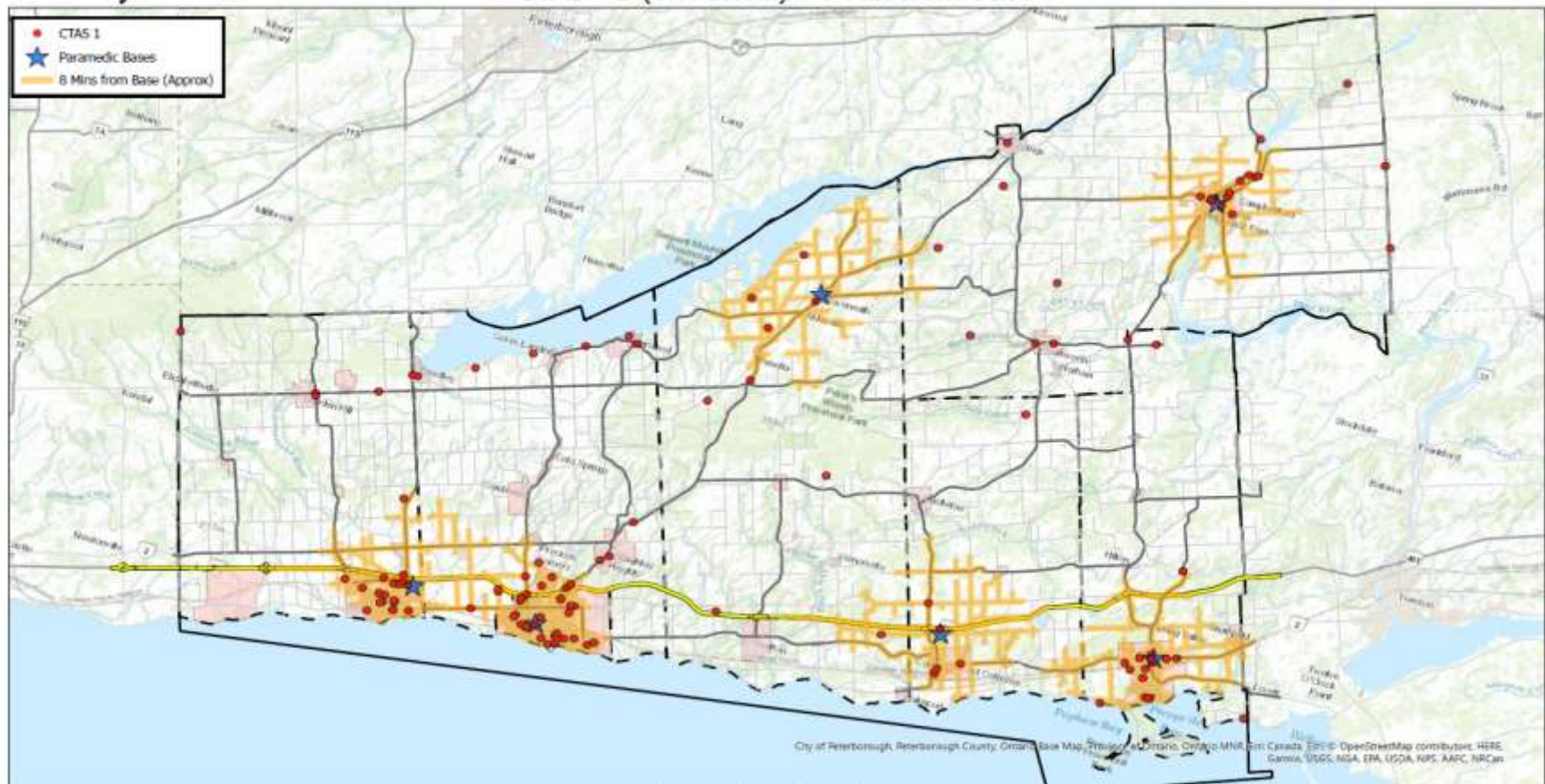
Benefits of a JOB – Paramedics

Slide 5

Northumberland Paramedics

CTAS - 1 (on Arrival) - 8 Min from Base

2023



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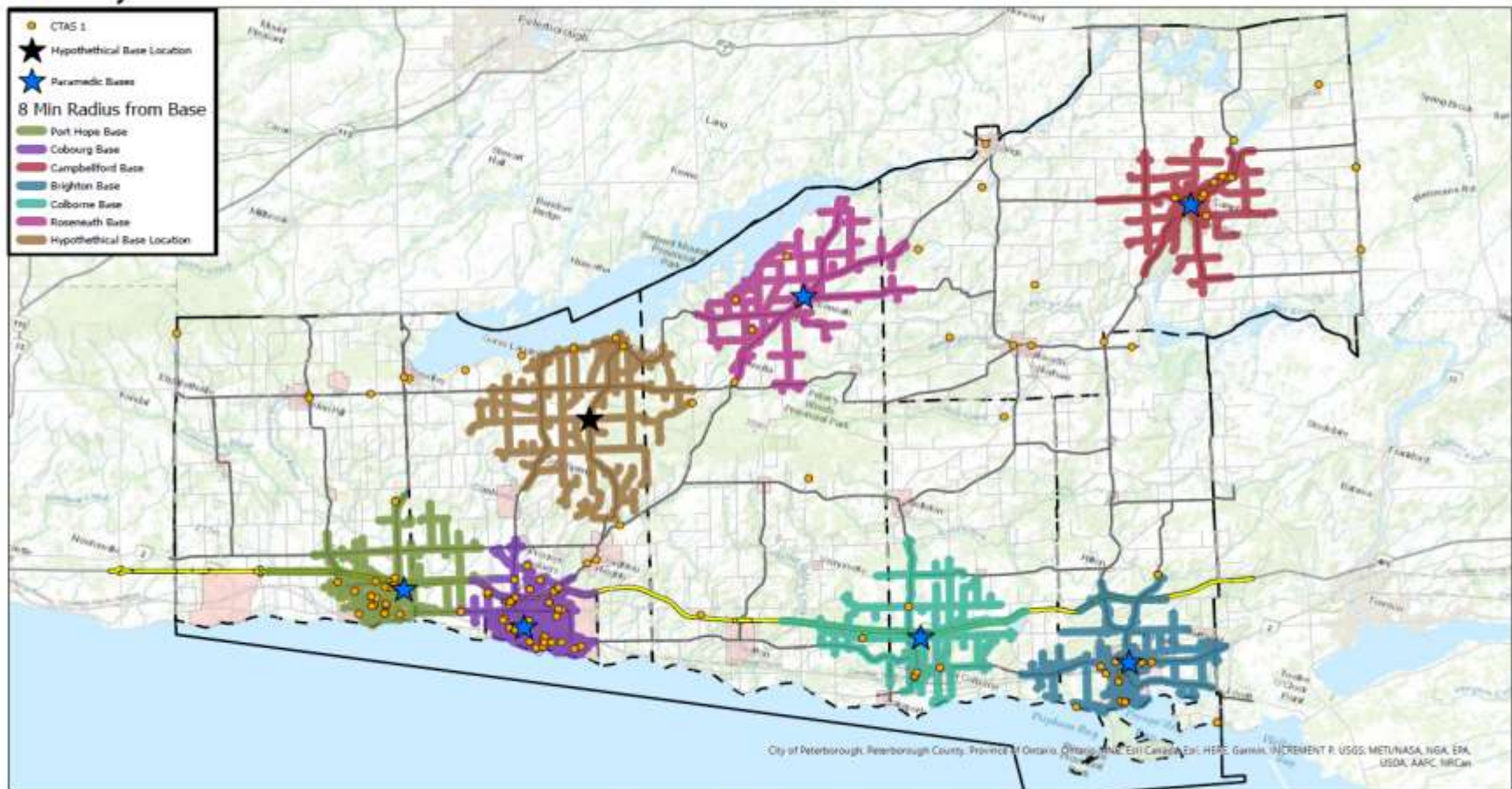
Benefits of a JOB – Paramedics

Slide 6

Northumberland Paramedics

CTAS 1 - 8 Min Radius from each base

2023



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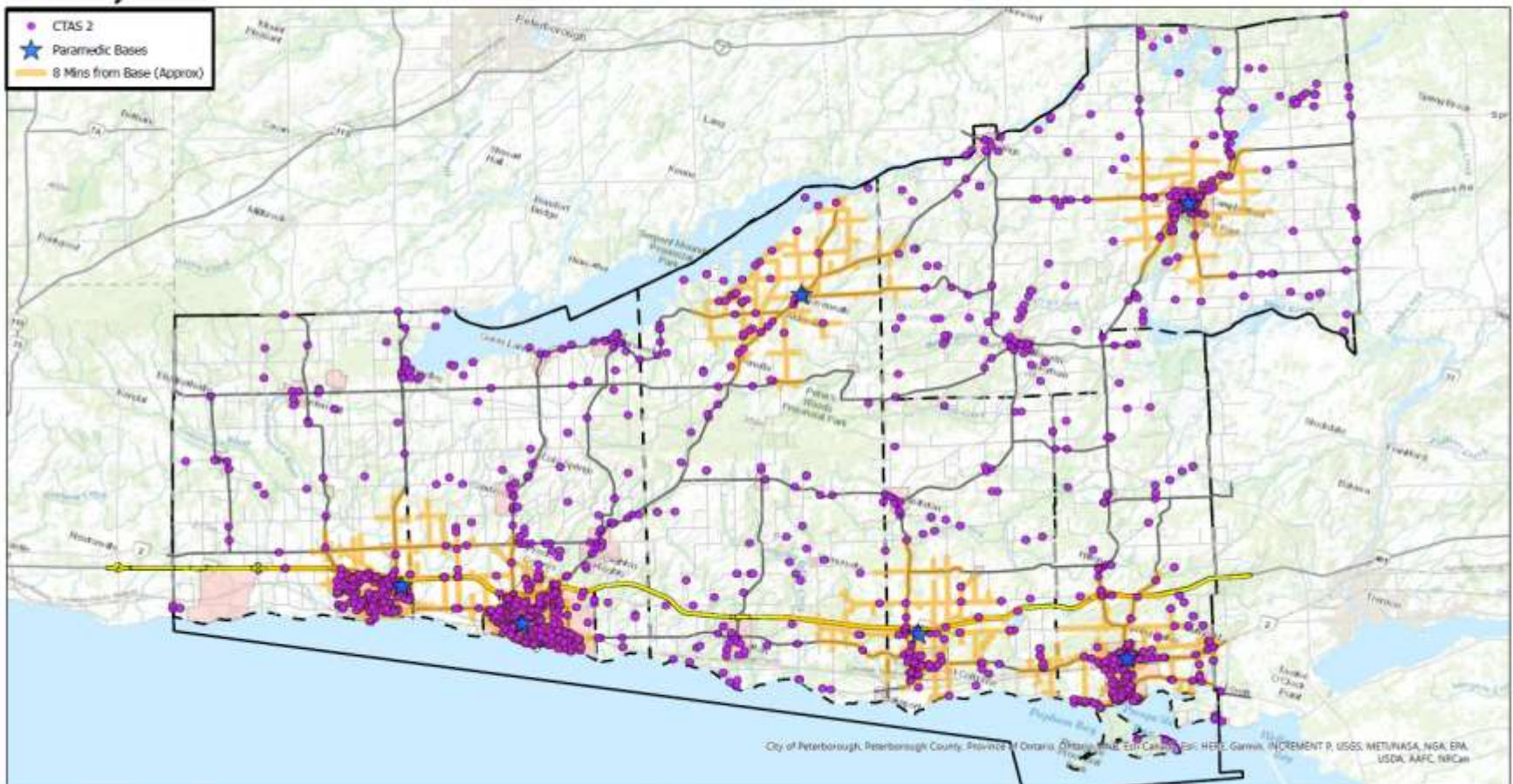
Benefits of a JOB – Paramedics

Slide 7

Northumberland Paramedics

CTAS 2 - 8 Min Radius from each base

2023



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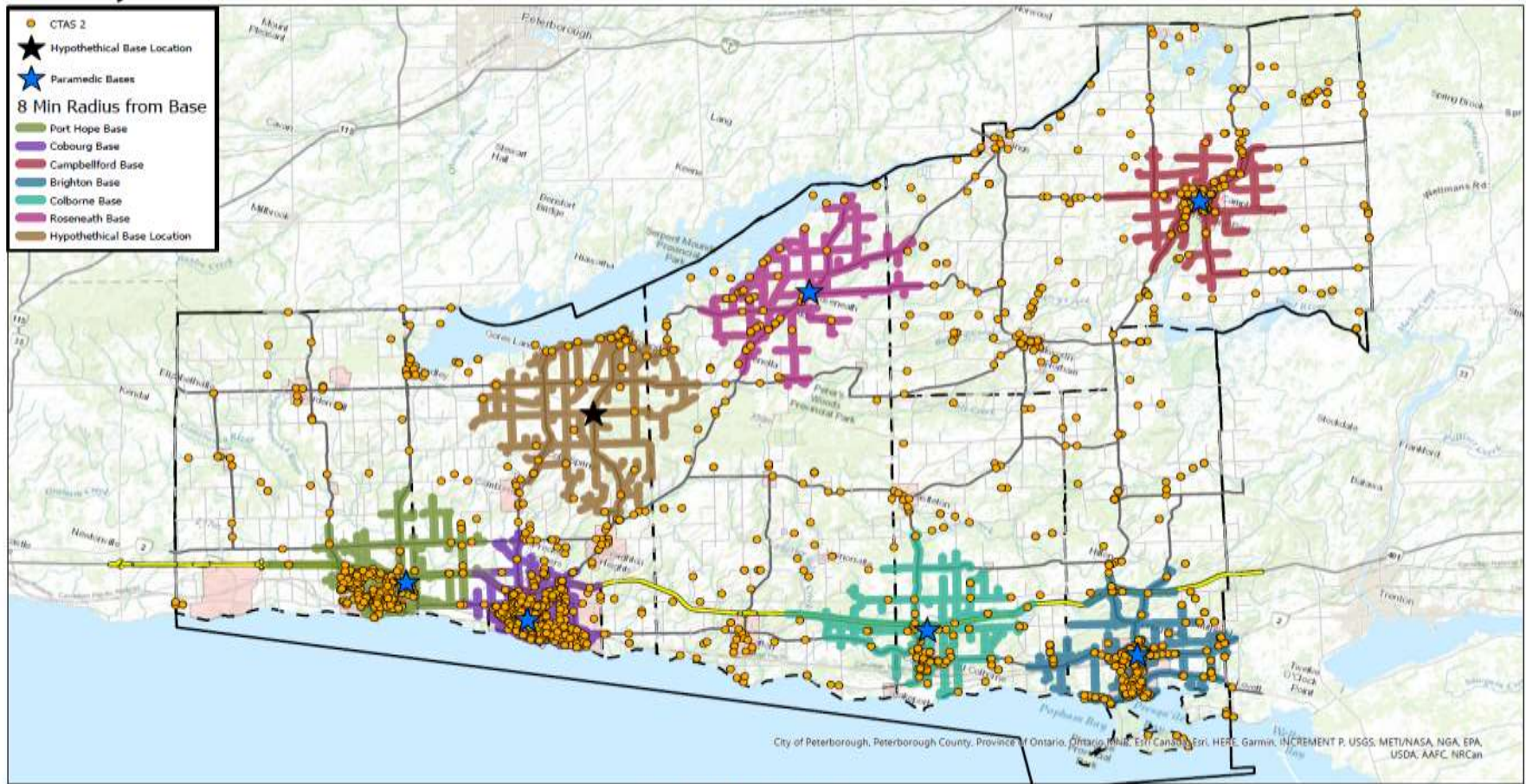
Benefits of a JOB – Paramedics

Slide 8

Northumberland Paramedics

CTAS 2 - 8 Min Radius from each base

2023



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Summary – Slide 1

- ▶ In summary a new Joint Operations base will assist in aiding the need for more office space for other County departments along with:
 1. **Providing Space for Growth:** It offers additional room for expanding other departments and by moving Public Works department, enhancing operational efficiency and community services.
 2. **Reduces Maintenance Costs:** By performing ambulance repairs on-site, it lowers maintenance expenses and generates cost savings that can be reinvested into community programs.

Summary – Slide 2

- 3.Improves Response Times:** It streamlines paramedic operations, leading to decreased response time for the Northwest and increases the zone coverage (radius of our 5-10-15 km radiuses for response times) which contributes to a safer, thriving community.
- 4.Propels Sustainable Growth:** By consolidating resources and improving operational efficiency, the new base supports long-term, sustainable growth, ensuring that infrastructure and services can adapt to future demands.