



## **STAFF REPORT TO COUNCIL**

**Report No: CS-2024-12**

**March 25, 2024**

From: Anne Leduc – Director of Community Services

RE: Pre-approval for 2025 Capital Item – Ice Resurfacer

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### **Recommended Motion:**

THAT Council receives staff report CS-2024-12; and

THAT Council directs Staff to issue a Request for Proposal for the Supply and Delivery of one (1) ice resurfacer; and

THAT Council pre-approves the 2025 Capital Budget Expenditure of \$175,000.00 for this purchase as part of the Maxville & District Sports Complex' 2025 Capital Budget.

### **Background / Analysis:**

As part of the annual budget cycle, staff prepare a 10-year Capital Budget Plan which contains placeholders for the funding of various capital projects. The 10-year Capital Budget for 2025 includes \$175,000 towards the replacement of the ice resurfacer for the Maxville & District Sports Complex.

The Olympia Ice Resurfacer for the Maxville & District Sports Complex was purchased in 2004 and is at the end of its lifecycle (see pictures attached). Presently, staff are having issues with the unit and the parent company that services the unit has quoted \$2,643.50 plus HST to perform a diagnostic emissions test. There would be extra charges for any additional testing that goes beyond the emissions test as well as charges for the repair itself. Based on experience, repairs of this nature can run well over \$6,000.

Staff have reached out to operators and mechanics that deal with propane motors to see if this work could be done locally. Unfortunately, due to the specialized nature of this piece of equipment, we were unable to contract locally for the testing or repairs. Staff have contacted the regional distributors for ice resurfacers to obtain information on availability and timeline on order deliveries. At the time that this report is being submitted, the timeline to order a new ice resurfacer can vary from 8 to 12 months.

Staff propose to issue a Request for Proposal for the supply and delivery of an ice resurfacer for the Maxville & District Sports Complex. Staff expects that the costs for the ice resurfacer would be disbursed in the 2025 Capital Budget cycle.

In its Corporate Strategy, Council directed staff to promote and encourage environmental stewardship in the Township. As well, as part of its reporting obligations to the Province of Ontario, under the Ontario Regulation 507/18: Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans, the Township of North Glengarry is required to report on the steps it takes to increase energy efficiency and reduce energy costs and greenhouse emissions.

As part of the Request for Proposal, staff would include specifications for an electric ice resurfacer which aligns with the Council and Province's mandates.

The proposed timeline is as follows:

- Issue of RFP – March 26, 2024
- Deadline to submissions to RFP – April 26, 2024
- Report to Council – May 13, 2024
- Contract, deposit paid & order placed – early June 2024
- Anticipated delivery – January – February 2024

**Alternatives:**

**Option 1 - Recommended** – THAT Council approves that Staff issues a Request for Proposal for the Supply and Delivery of one (1) ice resurfacer; and that Council pre-approves the 2025 Capital Budget Expenditure of \$175,000.00 for this purchase as part of the Maxville & District Sports Complex' 2025 Capital Budget.

OR

**Option 2 - Not Recommended** – That Council not approve this recommendation.

**Financial Implications:**

Staff is cautious about asking for Capital Budget preapprovals but feels that the timelines to obtain the equipment supports the request. The funds for this purchase would be pre-approved by Council and included in the 2025 Maxville & District Sports Complex Capital Budget.

**Attachments & Relevant Legislation:**

N/A

**Others Consulted:**

Jerome Andre – Equipment Operator – Maxville & District Sports Complex

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk