

### **Ninth Meeting in 2026**

This meeting is livestreamed and recorded on the [Town of Perth's YouTube Channel](#)

#### **1. Call to Order 3:00 PM:**

Councillor Dave Bird, Chair

#### **2. Adoption of Agenda/Amendments:**

Adoption of the Agenda

Moved by Councillor Isabel Anne McRae

That the Agenda for the Special Committee of the Whole meeting of June 9, 2026 be adopted as presented.

#### **3. Disclosure of Pecuniary Interest and/or Conflict of Interest and General Nature Thereof:**

#### **4. Staff Reports:**

##### **4.1. Report # 2026- COW-9.1**

Environmental Services Shop Reconstruction Project – Project Status Update – Cathy McNally

[2026-COW-9.1 - Environmental Services Shop Reconstruction Project – Project Status Update - Pdf](#)

Moved by Councillor Jim Boldt

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the Environmental Services Shop Reconstruction Project Status Update, as presented in report 2026-COW-9.1.

**3 - 57**

#### **5. Next Meeting Date(s):**

Special Committee of the Whole - Tuesday, June 9, 2026 at 5:30 p.m. -  
Councillor Gary Waterfield

Regular Committee of the Whole - Tuesday, June 9, 2026, immediately following the Special Committee of the Whole - Councillor Dave Bird

**6. Questions From The Media:**

**7. Adjournment:**

Moved by Deputy Mayor Ed McPherson

That the Special Committee of the Whole meeting held on June 9, 2026 adjourn at \_\_\_\_ PM.

# Staff Report to Committee of the Whole of the Town of Perth



**Date Presented:** June 9, 2026  
**From:** Cathy McNally, Director of Community Services  
**Subject:** Environmental Services Shop Reconstruction Project – Project Status Update  
**Report Number:** 2026- COW-9.1

For Information Only: No  
Delegation: No  
Presentation: Yes  
Attachment(s): Yes

## **Recommendation:**

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the Environmental Services Shop Reconstruction Project Status Update, as presented in report 2026-COW-9.1.

## **Executive Summary:**

The purpose of this report is to present Council with an update on the Environmental Services Shop Reconstruction Project, including the current status of project planning, a summary of public and Council concerns identified to date, preliminary financial and operational considerations, and an overview of alternative site considerations. The presentation has been prepared to support Council's upcoming discussions regarding the future direction of the project and provides background information related to regulatory review requirements, project costs incurred to date, potential implications of project delays, and considerations associated with alternative locations. The presentation is provided for Council's information and consideration in advance of further discussion.

## **Strategic Plan:**

Transparency: We are committed to sharing business functions and operating decisions with our citizens, partners, and investors. We will seek opportunities to communicate matters related to our community.

## **Greenhouse Gas Reduction Plan 2016-2030:**

N/A

## **Background/Discussion:**

The Environmental Services Shop Reconstruction Project was initiated to address operational, health and safety, and facility limitations associated with the existing Environmental Services garage. Since 2022, the second-floor office space within the facility has been deemed uninhabitable due to Building Code deficiencies, resulting in staff being relocated to temporary trailer accommodations. The existing building is approximately 70 years old and no longer adequately supports the operational requirements of the Environmental Services Department.

At Council's direction, over the past year, staff have advanced the design and engineering process for a replacement facility. Design work commenced in August 2025, engineering and consulting work has progressed through 2026, and a pre-qualification process for contractors has been completed. A public open house was held on May 19, 2026, to provide information and receive feedback from the community.

Staff committed to a special Committee of the Whole meeting to further outline alternative site opportunities and bring forward additional information related to project costs, site considerations, and potential implications associated with delaying the project.

**The attached presentation provides Council with a comprehensive overview of the project and includes:**

- Current project status and procurement progress;
- Existing facility limitations and operational concerns;
- Summary of public and Council concerns raised to date;
- Alternative site considerations and evaluation criteria;
- Financial context, including costs incurred to date and borrowing capacity; and
- Risks and implications associated with project delay or relocation.

The presentation is intended to support discussion and provide a common understanding of the project history, current status, and key considerations before any future direction is provided to staff.

**Consultation**

Consultation undertaken to date has included:

- Internal operational reviews;
- Engineering and consulting services;
- Discussions with the Rideau Valley Conservation Authority;
- Contractor pre-qualification processes;
- An on-site tour with neighbours on May 1, 2026;
- A public open house held on May 19, 2026; and,
- A council/staff tour of town-owned sites to review all possible locations.

**Conclusion**

The attached presentation provides Council with an update on the Environmental Services Shop Reconstruction Project and summarizes the key operational, financial, environmental, and strategic considerations associated with the project. The information is being provided to support future discussion and direction regarding the project.

**Options:**

Option 1: Recommended

As recommended by the Committee of the Whole, be it resolved that the Council of the Town of Perth receive for information the Environmental Services Shop Reconstruction Project Status Update, as presented in report 2026-COW-9.1.

Option 2: Not Recommended  
Do not accept the presentation for information.

**Financial Considerations:**

As outlined within the presentation, approximately \$263,065 has been invested in the project to date through facility assessments, engineering studies, operational reviews, and temporary trailer accommodations. Ongoing trailer and septic rental costs are approximately \$5,000 per month while the existing facility remains in operation. The presentation also outlines preliminary estimates associated with the proposed facility, potential redesign costs that may result from relocation, and borrowing capacity considerations within the Town's current Annual Repayment Limit framework. No additional financial commitment is being requested through this report.

**Applicable Policy/Legislation:**

N/A

**Others Consulted:**

Directors, Architect, Engineers

**Attachments:**

[Attachment 1 - ES Shop Review Presentation](#)

Respectfully submitted,

Cathy McNally, Director of Community Services

Approved by,

Michael Touw, CAO

# Environmental Services Shop: Project Check-In

Cathy McNally  
Director of Community Services  
June 9, 2026



# Purpose

The purpose of this report is to provide Council with background information related to the Environmental Services Shop Reconstruction Project, summarize public and Council concerns identified to date, provide preliminary financial and operational considerations, and outline implications associated with alternative site analysis.

# Report Content:

1. Current Status of the Project
2. Summary of Public and Council Concerns
3. Alternative Site Analysis Considerations
4. Financial Context
5. Risks and Implications

---

# Current Status of the Project



# Background

Since 2023, the Environmental Services garage's secondary floor was deemed uninhabitable due to Building Code Violations.

Since then, the ES team's office has been in a disconnected trailer.

The 60+-year-old building has a limited lifespan and staff have explored options for a new build.



# Existing ES Shop limitations and operational concerns

- Unsafe mezzanine identified in previous assessments
- Temporary Office trailer currently in use with septic tank for washrooms (since 2023)
- Operational inefficiencies and space limitations

# What we have now:

- One washroom used by both males and females
- One shower lacking any privacy
- Lack of airflow through the garage
- Lack of fluidity in movement between bays

# What we have now:

- Existing prefabricated structure with two additions on either side
- Lack of storage
- Improper fire separations
- Mezzanine with offices that are not occupied as they do not meet Ontario building code compliance
- Vehicles are washed outside which poses difficulty in the winter months and environmental challenges.

# Why the Existing Sunset Boulevard Site Was Selected

## Operational Advantages

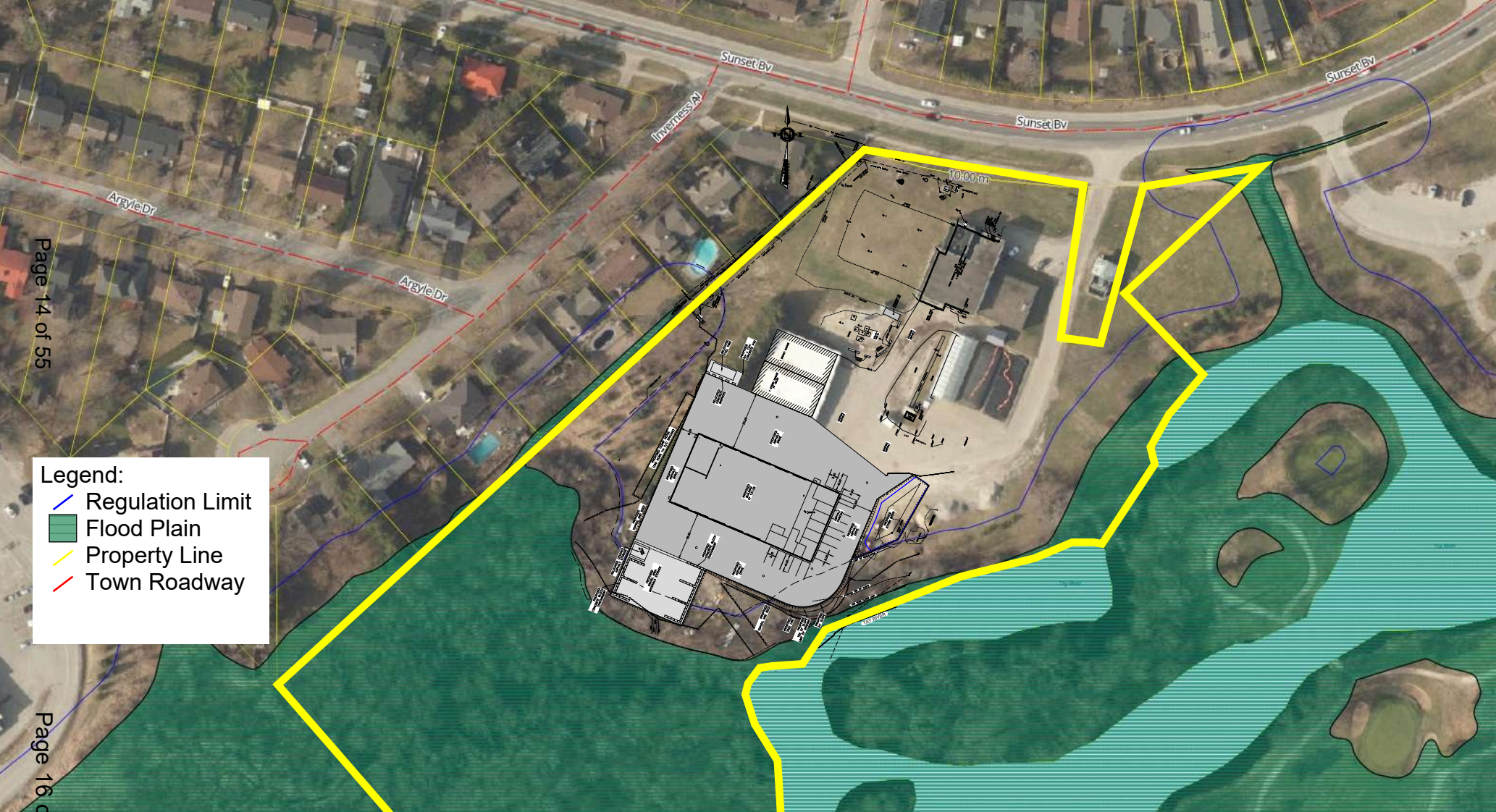
- Existing Environmental Services operations are already located on-site.
- Maintains efficient fleet deployment and daily operations.
- Utilizes an existing municipal operations site rather than introducing operations to a new location.
- Eliminates the need to relocate equipment, materials, and staff to a new location.
- Provides continuity of service during future operations.

# Why the Existing Sunset Boulevard Site Was Selected

## Financial Advantages

- Town-owned property with no land acquisition costs.
- Existing municipal servicing available.
- Avoids costs associated with purchasing and developing a new site.

# Existing Environmental Services Shop Location - 15 Sunset Blvd



# Project Development Timeline

Activity	Timeline
Council authorized staff to move forward with tender process	August 2025
Progression of architectural and engineering designs	Oct. 2025-May 2026
Released RFQ for Pre-qualification of Vendors	Feb. 10, 2026
Vendors were notified	March 18, 2026
On-site meeting with neighbours	May 1, 2026
Public Open House	May 19, 2026
Councillor Site Tours	June 2-9, 2026

# Procurement Status

- Tender process authorized by council (August 2025)
- Prequalification Process Completed
- Current Design completion Status (at 90%) + Tender Package set
- Tender not yet released

# Regulatory Status

RVCA's preliminary review has provided valuable guidance to help advance the proposed Environmental Services Shop project through the next stage of design and approvals.

The comments received are primarily technical in nature and identify opportunities to further strengthen the project's stormwater management, environmental protection measures, and servicing details. Staff will work with the project consultants to incorporate RVCA's recommendations and address the remaining requirements as part of the detailed design and approval process (Letter Submitted by RVCA on June 2, 2026)

---

# Summary of Public and Council Concerns



# Environmental/Regulatory Concerns

- Source Water Projection Concerns
- Wetland and floodplain proximity
- Fuel Storage Concerns
- Climate change and resiliency concerns
- RVCA review and approval requirements

# Financial Concerns

- Borrowing implications
- Taxpayer impacts
- Relationship to future infrastructure priorities
- Long-term affordability



# Site Selection Concerns

- Whether alternative town-owned sites have been fully explored
- Potential land acquisition opportunities
- Long-term suitability of the current site



# Operational Concerns

- Environmental Services operational efficiency
- Fleet routing and response considerations
- Future expansion opportunities



# Governance/Process Concerns

- Requests for additional review
- Requests for additional consultation
- Potential Involvement of the Climate Change Advisory Panel
- Request for Special Committee of the Whole discussion

---

# Alternative Site Analysis Considerations



# Comparison:

Criteria	Considerations
Land Ownership	Existing town-owned land versus acquisition requirements
Servicing	Water, sewer, stormwater availability
Environmental Constraints	Wetlands, floodplain, source protection areas
Operational Efficiency	Fleet movement, staff deployment, response times
Cost Implications	Land acquisition, servicing, redesign, construction



Site	Size	Background	Context
<b>North Street</b>	1.2 acres	Snow storage overflow	Located across from the tracks, limiting emergency access; floodplain, too small to house the shop; railway crossing cuts ES access to town.

Page 26 of 55

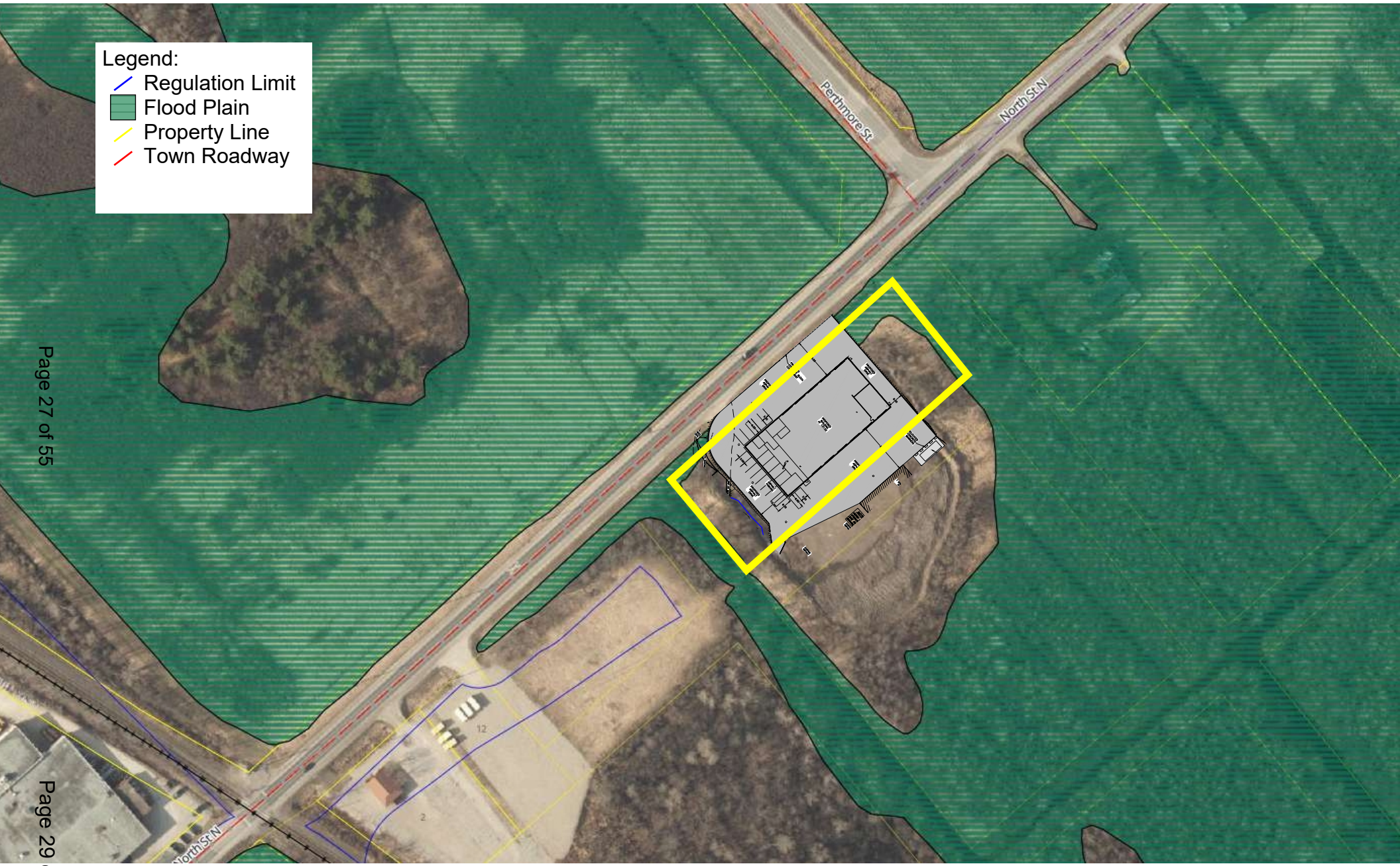
Page 28 of 57



# North Street

Legend:

- Regulation Limit
- Flood Plain
- Property Line
- Town Roadway



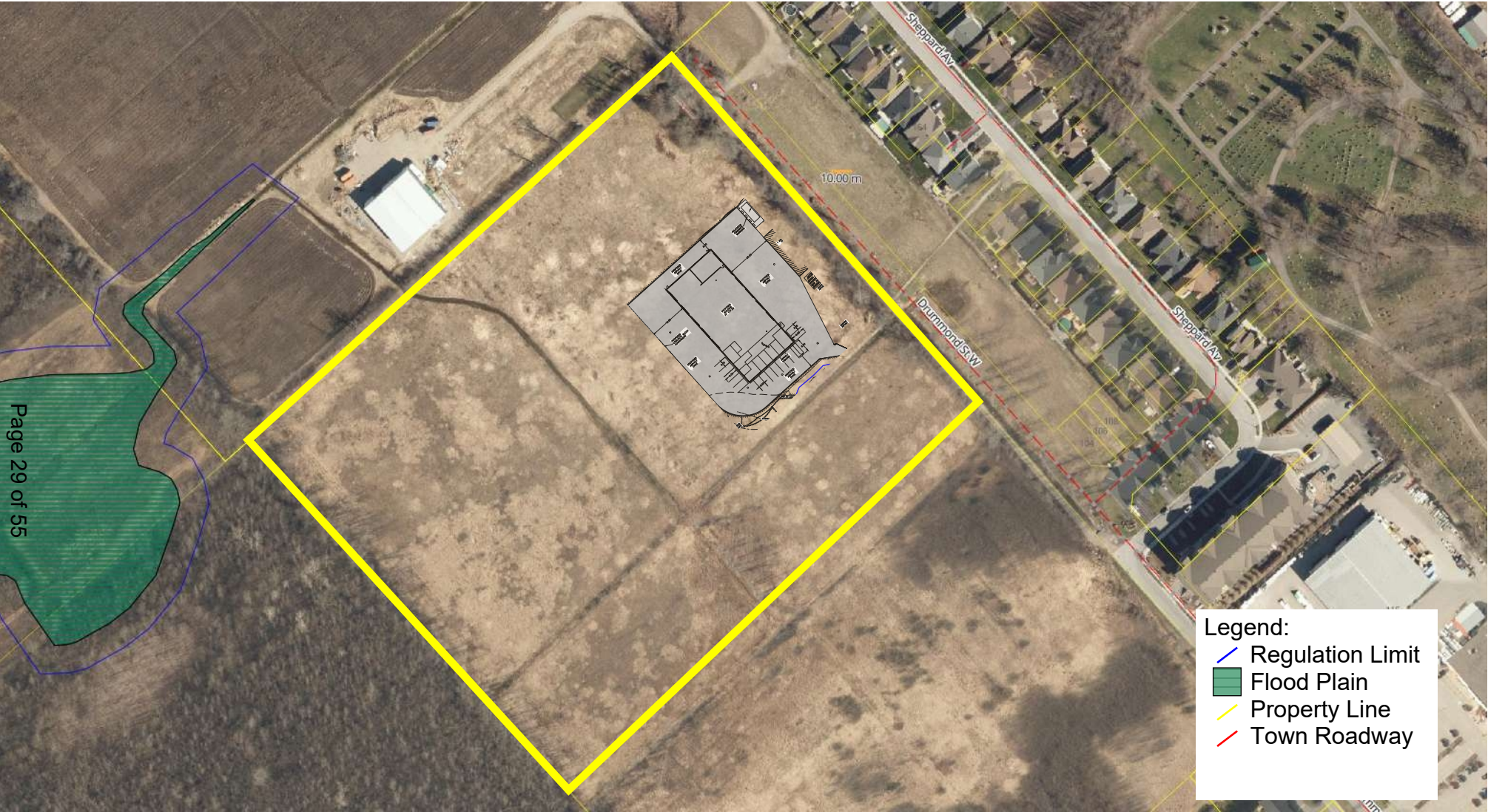
Site	Size	Background	Context
North of Hwy 7	19 acres	Located behind A&B Ford	Low lying, thus extensive grading required; no services; civil engineer report estimated between \$3.5-5 million for only servicing (water, sewer, roads) costs. Currently earmarked for recreation centre and/or healthcare development.

Page 28 of 55

Page 30 of 57



# North of 7



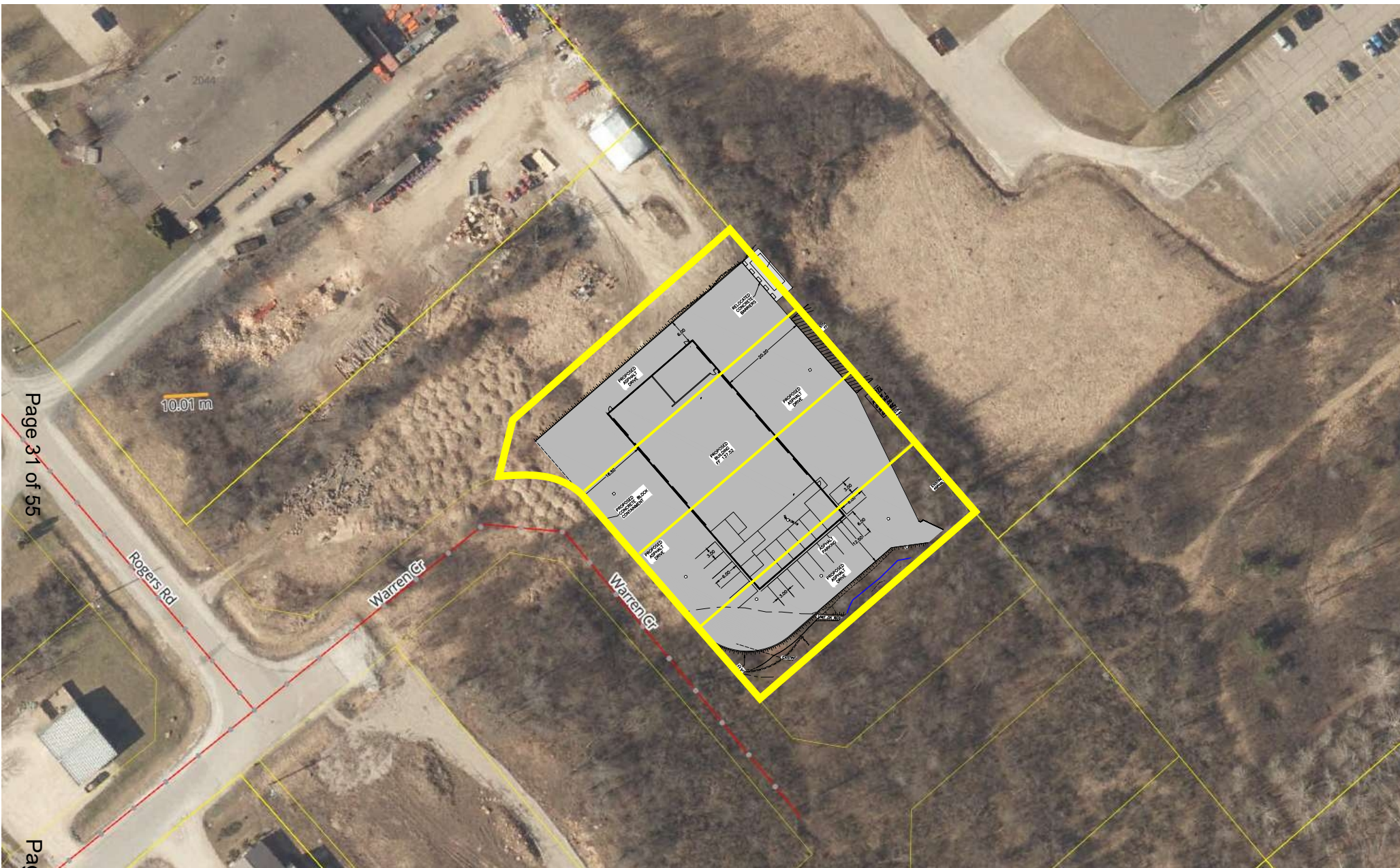
Site	Size	Background	Context
<b>Industrial Park</b>	2.5 acres	Long, narrow lot	Would not leave any lots available for economic development, no servicing.

Page 30 of 55

Page 32 of 57



# Industrial Area Lots (x4)



Site	Size	Background	Context
<b>Craig/ Provost Streets (Across from Algonquin College)</b>	1.5 acres usable (3 total)	Former Landfill and burn site, brownfield	Contaminated site, immediately abutting residential neighbourhood, cost clean up for the site; \$5.7 million clean-up (2015 SNC Lavalin report), only a portion of the site potentially usable; located off busy County road.

Page 32 of 55

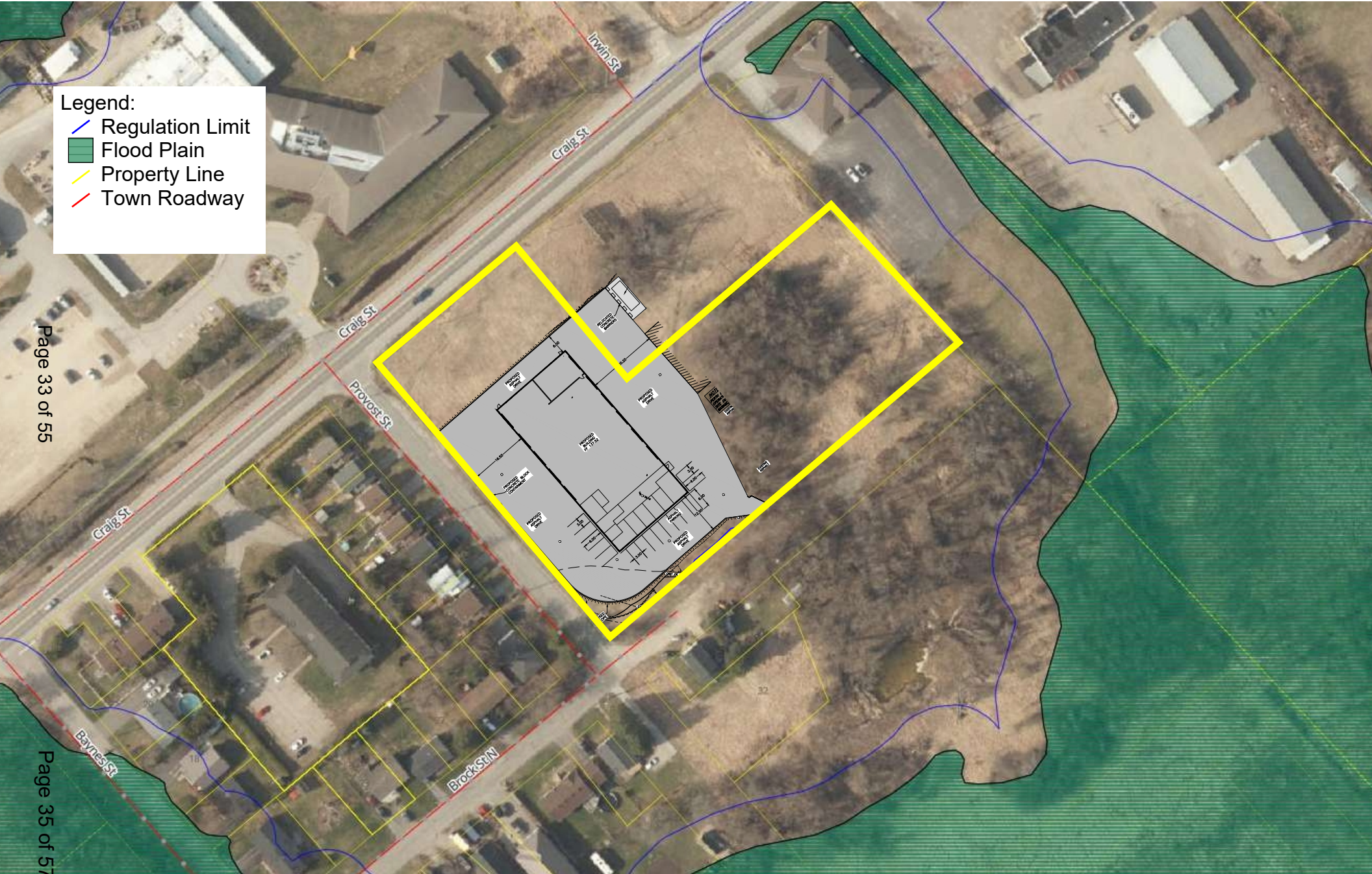
Page 34 of 57



# Craig / Provost Streets

Legend:

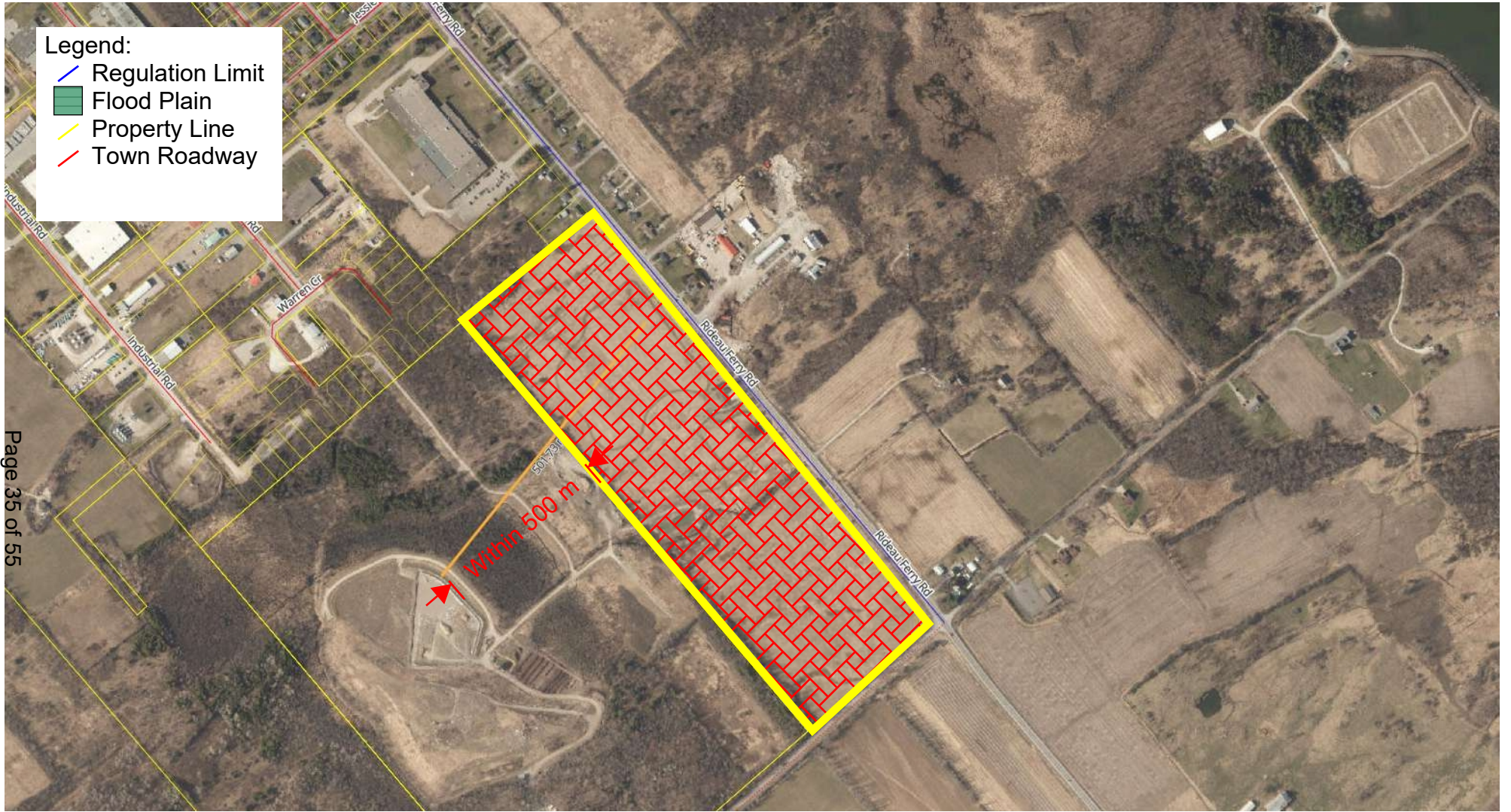
- Regulation Limit
- Flood Plain
- Property Line
- Town Roadway



Site	Size	Background	Context
<b>Darou Farm</b>	53 Acres	Purchased by Town at Ministry of Environment direction as a buffer zone to protect the landfill site and due to contaminated groundwater.	Cannot develop within 500 metres of landfill site; not serviced; staff estimate of approximately \$3-4 million for servicing, including pump station build based on recent tender results. Adjacent to new dog park, and would have to remove trees that were just planted by CCAP, Our Trees Perth and RVCA.



# Darou Farm



Site	Size	Background	Context
<b>Smith Drive (behind former Silversmiths)</b>	3.7 acres	Contaminated, immediately adjacent to residential and Region's main recreation area.	Badly contaminated site. Incompatible use (Planning Act) when next to Conlon Farm. Immediately adjacent to residential area. Costly remediation. Many access issues and concerns.





Site	Size	Background	Context
<b>16 Conlon Drive</b>	1.3 acres	Recently purchased by Town to expand recreation area for growth	Too small. Would need to eliminate two ball diamonds, former bike shop and Conlon Farm parking area. Would require reduction in recreation facilities at a time when the Town is experiencing growth.

Page 38 of 55

Page 40 of 57





Criteria	Sunset	Hwy 7	Snow Dump	Industrial	Conlon	Smith	Craig/Provost
Land Use (Zoned)	✓	✗	✗	✗	✗	✗	✗
Servicing (Water, sewer, stormwater)	✓	✗	✗	✗	✓	✓	✓
Environmental Constraints (Wetlands, floodplain, source protection areas)	Zone 9-10	N/A	Flood plain	N/A	N/A	Contaminated	Contaminated
Operational Efficiency (Fleet movement, staff deployment, railway, response times)	✓	✓	✗	✓	✗	✗	✗
Cost Implications (Servicing, Contamination, redesign)	N/A	\$\$	\$\$	\$\$	\$	\$\$	\$\$

# Additional Considerations

- Additional geotechnical and environmental studies
- Schedule impacts and project delay implications
- Construction cost escalation risks



---

# Financial Context



## Costs Incurred to Date:

Year Incurred	Garage Trailer Rental	Garage Need Analysis	Engineering Studies	Total Costs
2026	\$14,140.26	\$13,433.44	\$32,412.14	\$59,985.84
2025	\$58,788.14	\$25,170.34	\$2,486.00	\$86,444.48
2024	\$40,169.46	\$4,997.69	-	\$45,167.15
2023	\$71,467.99	-	-	\$71,467.99
<b>Total Costs</b>	<b>\$184,565.85</b>	<b>\$43,601.47</b>	<b>\$34,898.14</b>	<b>\$263,065.45</b>

*\*Note: these costs fall under soft costs*



# Current Project Class “C” Estimate

Service Garage: \$219.75.53 sq.ft x 12,000 = \$ 2,629,800.00 +HST

Office space: \$278.90 sq.ft x 3,475 = \$ 969,175.00 +HST

Optional Crane:Lump sum allowance = \$ 96,250.00 +HST (*not* included in sub-total)

---

SUB-TOTAL = \$3,695,225.00 +HST

Contingency: 10% - \$369,552.50+HST

Soft Cost: 5% - \$184,761.25+HST

**Total Estimated Project Value: \$4,249,508.75+HST**

# Re-design Consulting Costs

**Relocation:** Redesign requirements associated with relocation:

- Civil (parking, turning radius and servicing and therefore impacts mechanical/electrical)
- Mechanical placement on exterior placement;
- Structural: review the geotechnical report and design the foundations to suit
- Architectural = limiting distance (trigger fire separation), proper site placement for solar and heat gains; overview of zoning with setbacks
- Potential Price = depending on which consulting service, anywhere from 25-50% additional cost (\$19,625-\$39,250)

# Borrowing/Debt Capacity:

- Current Annual Repayment Limit (ARL): \$3,436,669
- Existing Debt Obligations: \$786, 741
  - Craig Street Rehabilitation Loan taken in 2026 of 3.2M Debt repayment will be approx. \$500K
  - Total Debt Obligations including Craig St. Loan: approx. \$1.29M (38% of ARL Capacity)
- Remaining Borrowing Capacity: \$2,146,669 ARL

# Annual Repayment Limit – Borrowing Capacity

Term (Years)	4% Interest (Est.)	5% Interest	7% Interest
5	\$14.8M	\$13.86M	\$13.13M
10	\$26.5M	\$24.72M	\$22.48M
15	\$35.5M	\$33.23M	\$29.16M
20	\$42.5M	\$39.89M	\$33.91M

Page 47 of 55

This is the max. amount of debt we could potentially borrow. Ideally would be **50 -60%** of these totals around **\$20M** over 20-year loan

Page 49 of 57



# Asset Management Context

- Major anticipated capital projects over the next 5 years
  - Craig Street Rehabilitation (2025)      \$3.2 M
  - Arterial Road (2028)      \$4.0M
  - Hwy 7 Rehabilitation (2028)      \$1.7M
  - Road Segments Paving (2029)      \$3.0M
  - New Pool (2030)      \$6.0M (1/3 cost reflective of potential new rec agreement)



# Cost of Maintaining Existing Conditions

- Trailer and Septic Rental Costs = approx. \$5,000/month
- Existing Operational inefficiencies
- Ongoing maintenance pressures
- Operational and health/safety risks associated with the current facility

---

# Risks and Implications



---

# Risks and Potential Implications

Risk Area	Potential Implications
Financial	Construction escalation, redesign costs, additional studies
Schedule	Delays to tendering and construction timelines
Operational	Continued use of inadequate facilities
Procurement	Market uncertainty and pricing impacts
Regulatory	Additional approvals or environmental reviews
Strategic	Impacts on future capital planning projects

---

# Next Steps/Council Direction



# August 2025: Council Motion

“Be it resolved that the Council of the Town of Perth authorize staff to proceed with tendering the construction of the new Environmental Services Garage and Office Building, with no financial commitment at this time, as presented in Report 2025-COW-9.7.”

## Council Direction

- ✓ Authorized staff to proceed with tendering the new Environmental Services Garage and Office Building
- ✓ No financial commitment authorized at that stage

## Next Steps

- Complete outstanding regulatory review requirements
- Finalize tender-ready documentation
- Issue tender (subject to Council direction)
- Return to Council with tender results and financial implications for consideration

---

Questions?

