



MEMORANDUM

TO: Mayor Bonnette and Members of Council

FROM: Stephen Hamilton
Manager of Facility Capital Projects

DATE: August 17, 2020

MEMORANDUM NO.: MEM-RP-2020-0003

RE: Completion of Town Hall Generator Project

PURPOSE OF THE MEMORANDUM:

This memorandum is being provided to update Council with regards to the completion of the Town Hall Generator Project. The project was identified through previous reports and capital budgets as being a desirable project to secure Town Hall operations during all emergencies stemming from interrupted power and to strengthen the Town's resiliency to climate change.

BACKGROUND:

The existing generator of the Town Hall is a 60kwh diesel generator and was original to the Town Hall construction in 1989. The generator and ATS (automatic transfer switch) were at the end of their life-cycle and identified for replacement in capital budget projections. The ATS had been placed in the 2018 capital budget because its condition was determined to be poorer than the generator itself during the Building Condition Assessment (BCA) completed in 2016.

The Town engaged the consultants Mott-MacDonald to complete a facility vulnerability assessment in 2018.

The decision to replace the existing generator with the new generator project is consistent with recommendations from the report *Halton Hills Facility Vulnerability Assessment : A Climate Change Vulnerability PIEVC Case Study*. The report concluded that a replacement generator was required for the Town Hall to strengthen its resiliency to climate change and emergencies.

The existing generator had been designed to power emergency lighting within the Town Hall and had a limited capacity to support ongoing operations including critical IT infrastructure. The ATS was in need of replacement to maintain a state of good repair and the fuel delivery system of the existing diesel generator no longer met regulatory requirements.

A proposal was made to design a generator replacement having complete capacity to support the full operations of the Town Hall now and in the future regardless of severity or duration of emergency due to power failure. This would include critical infrastructure related to IT and communications.

Capital replacement projects to address the requirements for updated and comprehensive emergency generator infrastructure capable of supporting Town Hall operations were approved through the 2018 and 2019 capital budgets.

COMMENTS:

Facility Capital Projects have completed the full scope of design, engineering, installation and testing works required to complete the new generator system at Town Hall. The new generator is a 350 kwh natural gas generator having capacity to completely support operations of the Town Hall now and in the future regardless of severity or duration of emergency due to power failure. The system is now fully operational. The design of the generator project sought to replace the existing diesel fueled system with a preferred and cleaner natural gas system. Additionally the new system made use of existing infrastructure and was sited on the property so as to reduce any interference with existing and potential future facility requirements.

CONCLUSION:

The new generator allows for the Town to offer uninterrupted level of service (LOS) delivery through all of its Town Hall operations in the event of power failure regardless of its duration. Additionally, it ensures that the ITS Server room, maintaining critical technology services for all Town services and facilities, is able to maintain and secure

uninterrupted level of service regardless of emergency. The completed installation of this generator project will strengthen the resiliency of the Town hall facility to climate change and potential emergencies.

Reviewed and approved by,

A handwritten signature in black ink that reads "Warren Harris". The signature is written in a cursive style with a large, prominent 'W'.

Warren Harris, Commissioner of Recreation and Parks

A handwritten signature in black ink that reads "C. Mills". The signature is written in a cursive style with a large, prominent 'C'.

Chris Mills, Acting Chief Administrative Officer