



GENERAL COMMITTEE

Tuesday, January 26, 2021
Meeting Number 2021 – 01

*Due to COVID-19 and the closure of the Civic Square
All Electronic Meetings can be viewed at:*

City of Welland website: <https://www.welland.ca/Council/LiveStream.asp>

1. OPEN GENERAL COMMITTEE MEETING AT 5:00 P.M.
 - 1.1 CALL TO ORDER BY VICE MAYOR BONNIE FOKKENS
 - 1.2 ADDITIONS/DELETIONS TO AGENDA
 - 1.3 DISCLOSURES OF INTEREST
 - 1.4 ADOPTION OF MINUTES

General Committee Meeting of June 23, 2020.

2. VERBAL REPORTS AND DELEGATIONS
 - 2.1 PRESENTATIONS
 - 21-19 Lee Battams, President, Aqua Plans Aquatic Consultants Inc. re: Asset Condition Assessment Report - Municipal Pools.
(Background information included in Council Member's packages)

 - 99-99 Vince Beaudoin, Manager of Public Works and Adam Beres, Manager of Fleet, Equipment and Purchasing re: Supply, Delivery and Installation of Unique Waterfront Swimming Feature.
(Background information included in Council Member's packages)
 - 2.2 DELEGATIONS (MAXIMUM 5/10/5 RULE) - Nil
 - 2.3 AGENCIES, BOARDS, COMMISSIONS AND COMMITTEES REPORT(S) - Nil

3. COMMITTEE-OF-THE-WHOLE (OPEN)
(Discuss items removed from Agenda Block)

4. ADJOURNMENT



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AGENDA BLOCK

1. BUSINESS ARISING FROM MINUTES, PREVIOUS MEETINGS AND OTHER ITEMS REFERRED FROM COUNCIL FOR DISCUSSION - Nil

2. STAFF REPORTS

INFRASTRUCTURE AND DEVELOPMENT SERVICES – L. Van Vliet, Chair

Building and Planning Division

1 - 3 **P&B-2021-06** Interim Director, Development and Building Services, G. Munday - Regulation of Short-term Rentals. Ref. No. 21-22

CORPORATE SERVICES – D. McLeod, Chair

Human Resources Division

4 - 14 **HR-2021-01** Interim CAO, Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - Hiring Policy. Ref. No. 19-85

15 - 24 **HR-2021-02** Interim CAO, Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - Employee Code of Conduct. Ref. No. 02-160

Recreation and Culture Division

25 - 98 **R&C-2021-01** Interim CAO, Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas and Gen. Mgr., Economic Development, Recreation & Culture, D. Degazio - Outdoor Pool Condition Assessment. Ref. No. 21-19



GENERAL COMMITTEE

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COUNCIL CHAMBERS - CIVIC SQUARE

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Finance Division

99 -100

FIN-2021-06

Interim CAO, Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - Supply, Delivery & Installation of Unique Waterfront Swimming Feature. Ref. No. 99-99

3. NEW BUSINESS - Nil

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

21-22

GENERAL COMMITTEE
DEVELOPMENT AND BUILDING SERVICES

REPORT P&B-2021-06
 JANUARY 26, 2021

SUBJECT: REGULATION OF SHORT-TERM RENTALS

AUTHOR: GRANT MUNDAY, B.A.A., MCIP, RPP
INTERIM DIRECTOR OF DEVELOPMENT AND BUILDING SERVICES

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives Report P&B-2021-06 for information.

ORIGIN AND BACKGROUND:

On December 17, 2019, Council passed a number of motions related to the regulation of short-term rentals:

2019 - 814

19-122 Moved by Spinosa and Larouche (in block)

THAT THE COUNCIL OF THE CITY OF WELLAND directs staff to prepare a By-law that deals with short term rentals and all associated licensing and administration; and further THAT staff host a public meeting prior to final council consideration.

.....

19-122 Moved by McLeod and Spinosa

THAT THE COUNCIL OF THE CITY OF WELLAND amends the motion to include "report and".

CARRIED

19-122 Moved by Speck and Grimaldi

THAT THE COUNCIL OF THE CITY OF WELLAND refers the request regarding short term rentals to staff for a report to be recommended to council.

CARRIED

The purpose of this report is to give Council an update on Staff's progress regarding this Council motion.

COMMENTS AND ANALYSIS:

Staff have done extensive background research on the issues surrounding short-term rental accommodation in Cities and the different ways of regulating them. There have been complains raised about only few particular properties in the City of Welland operating short term rentals. We understand there are approximately 30 short-term rentals currently operating in the City, however, it is difficult to determine an exact number given range of websites that offer short-term rental bookings.

In order for this process to be effective, it is necessary for Staff to conduct public consultation with all relevant stakeholders including the general public, impacted residents and owners of short-term rentals. We are now proposing the following schedule to develop and/or amend by-law(s) to further regulate Short-Term Rentals in the City:

Public Consultation: June 2021

Key Directions Report: September 2021

Proposal By-law Amendment Process: October 2021-December 2021

Proposed New By-law(s) and/or By-law Amendment(s) for Approval: December 2021

FINANCIAL CONSIDERATION:

There no financial cost associated with adopting the recommendation in this report.

OTHER DEPARTMENT IMPLICATIONS:

Other City Divisions will be involved in this process including Finance, Fire, and Economic Development

SUMMARY AND CONCLUSION:


Staff have been working on Council's approved motion concerning the regulation of short-term rentals in the City. The purpose of this report was to provide Council with an update on Staff's proposed schedule to complete this work including public

consultation, development of policy directions and the creation of proposed By-law and By-law Amendments and their presentation to Council for Approval.

ATTACHMENTS:

None

GENERAL COMMITTEE
CORPORATE SERVICES - HUMAN RESOURCES

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT HR-2021-01
January 26, 2021

19-85

SUBJECT: HIRING POLICY

AUTHOR: ANDREA DAISLEY, MANAGER OF HUMAN RESOURCES

APPROVING G.M.: STEVE ZORBAS, INTERIM CAO / GENERAL MANAGER
CORPORATE SERVICES / CFO / TREASURER

RECOMMENDATION:

1. THAT THE COUNCIL OF THE CITY OF WELLAND receives for information report HR-2021-01 Hiring Policy, and;
2. THAT THE COUNCIL OF THE CITY OF WELLAND approves the Hiring Policy.

ORIGIN AND BACKGROUND:

At the June 18, 2019 Council meeting, Welland City Council approved a motion to refer the development of a Hiring Policy and Anti-Nepotism Policy to the Human Resources Committee. Following the approved motion of Council, staff and the Human Resources Committee conducted a review of the current Hiring Policy and updated the Hiring Policy and created an Anti-Nepotism Policy accordingly.

At the February 18, 2020 Council meeting, Welland City Council approved the Hiring Policy and referred the Anti-Nepotism Policy back to staff.

COMMENTS AND ANALYSIS:

The previous Hiring Policy referenced anti-nepotism, therefore staff took the updated anti-nepotism language from the stand-alone policy and updated the most recent Hiring Policy, approved in February 2020, to include reference to anti-nepotism principles.

FINANCIAL CONSIDERATION:

There is no financial impact associated with the adoption of either policy.

OTHER DEPARTMENT IMPLICATIONS:

N/A

SUMMARY AND CONCLUSION:

Staff have reviewed both the draft Anti-Nepotism Policy as well as the most recent version of the Hiring Policy and have included the anti-nepotism language within the Hiring Policy. Adding anti-nepotism language to the hiring policy, eliminates the need for a stand-alone policy.

ATTACHMENTS

Appendix 1 – Revised Hiring Policy


	Title:	Hiring		
	Number:	HR – 005		
	Revision Date:	January 26, 2021	Approved by:	Council
	Revision Number:	1	Area:	Corporate
	Document Type:	Policy	Department:	Human Resources

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	Title:	Hiring		
	Number:	HR – 005		
	Revision Date:	January 26, 2021	Approved by:	Council
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	Document Type:	Policy	Department:	Human Resources

1.0 Purpose and Scope

- 1.1 The City of Welland (“the City”) is committed to transparent and merit-based selection in all of its hiring decisions. All applicants are given an equal opportunity for employment in compliance with the provisions in the Ontario Human Rights Code, the Accessibility for Ontarians with Disabilities Act (AODA) and any other applicable legislation.
- 1.2 The purpose of this policy is to set a consistent and equitable standard for the recruitment and selection of employees at the City. This will help to create a diverse and qualified talent pool to support the City’s current and future business needs. Effective recruitment, selection and promotion practices optimize the efficiency of human resources and maximize the number of promotion and career development opportunities for existing employees.
- 1.3 The recruitment and selection of all positions within the City shall be coordinated through the Human Resources department, which shall provide professional counsel and assistance to the hiring department which, unless otherwise specified and subject to the approval of the CAO, is solely responsible for the final hiring decision.
- 1.4 Candidates are selected and employment decisions are made in accordance with the City’s policies, procedures, collective agreements, and any other applicable City policies.
- 1.5 No elected officials, appointed officers or employees shall attempt to misuse their authority to influence or make a decision on the hiring, transfer, promotion, demotion or any other employment related decision of an applicant or current employee.
- 1.6 The City shall ensure internal equity and comply with all requirements of the Ontario Pay Equity Act.

2.0 Responsibilities


- 2.1 Human Resources
 - Develop employment policies, procedures and guidelines which promote a fair and equitable process and support the hiring manager, or designate, in making the best hiring decision possible.

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- Ensure the principles in this Policy are abided by during the hiring process and that the hiring manager, or designate, is aware of and follows any associate procedures.
- Provide support to hiring manager, or designate, in determining workforce planning requirements and specific recruitment strategies to attract quality candidates.
- Ensure that all recruitment activities and staffing decisions comply with statutory requirements, collective agreements and corporate policies and procedures.
- Participate in the recruitment process for all positions.
- Perform candidate screening based on pre-determined objective criteria.
- Work with the hiring manager, or designate, to ensure there is an up-to-date job description that outlines duties and qualifications.
- Post the position in accordance with procedures.
- Advise and support the hiring manager, or designate, so they are able to conduct a fair and equitable selection process, as per the principles of this policy, and in accordance with the relevant collective agreements, policies, procedures and legislation.
- Ensure the selection process is consistent with the Anti-Nepotism principles, as outlined in this policy.
- Extend an offer of employment to the successful candidate.
- Maintain documentation associated with all phases of selection process.
- Safeguard the privacy and confidentiality of candidate information.

2.2 Hiring Managers

- Review the job description, in consultation with Human Resources, to ensure it is accurate in terms of duties and requisite qualifications.
- Review applications that meet the identified qualifications, as identified by Human Resources.
- Be aware of the employment related statutory requirements, collective agreements and corporate policies and procedures. Seek clarification from Human Resources, as required.
- Participate in the interview process, with Human Resources.
- Make the hiring decision, in consultation with Human Resources.
- Safeguard the privacy and confidentiality of candidate information.

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2.3 Candidate:

- Carefully read the posted job description for the available position.
- Complete an application as per the specified application process, meeting the closing date, and accurately and fully disclose all related information to allow for an objective determination of knowledge, skill and experience.
- Disclose any potential conflict of interest at the beginning of the selection process, in accordance with the Anti-Nepotism principles outlined in this policy.
- Satisfy all employment conditions and provide proof of the qualifications, as identified on the posting.
- Consult with Human Resources to disclose and request accommodation, if required.
- Safeguard and keep confidential any City related information disclosed during the recruitment process.

3.0 Principles

3.1 Merit

All selections, appointments and promotions shall be based on considerations of merit, and ability to perform effectively in a position. Hiring decisions will be free of nepotism in accordance with the terms of this Policy.

3.2 Objectivity


Selection criteria shall be developed in an objective and non-discriminatory manner and must be based on bonafide job-related requirements.

3.3 Consistency

Selection systems and procedures will ensure that candidates are treated in a fair and consistent manner.

3.4 Equal Opportunity

All City recruitment practices and procedures must comply with the Ontario Human Rights Code. All internal candidates and external candidates receive equal treatment with respect to employment without discrimination because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status or disability.

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3.5 Accessibility

All City recruitment practices and procedures must comply with the AODA requirements for developing, implementing and enforcing accessibility standards for internal candidates and external candidates who may have a disability. This includes identifying and removing any barriers that may exist for persons with disabilities to apply for City of Welland positions; and if qualified, to participate in the interview process.


4.0 Procedures

4.1 Employment Hiring Authority

- The CAO shall have the authority to advise Council on performance and to recommend to Council the appointment, promotion, demotion, suspension, or dismissal of General Managers.
- The CAO, in consultation with the appropriate General Manager and Human Resources, shall have the final authority to employ, promote, demote, suspend or dismiss an employee of the City below the rank of General Manager not covered by a collective agreement and in accordance with all applicable employment legislation.
- The CAO shall have the authority to, in consultation with the appropriate General Manager and Human Resources, appoint, employ, demote, suspend and dismiss all other employees of the Corporation within approved staff complement levels, in accordance with the requirements of any/all affected collective agreements and all applicable employment legislation

4.2 New Full Time Positions and Vacancies

- All new full-time positions must be approved by Council via the Budget Review Committee.
- All full-time, non-union vacancies shall be posted internally and externally concurrently.

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4.3 Selection of Employee

- The General Manager is responsible for all employees in their Department relative to appointments, evaluations, suspensions, promotions or dismissals.

4.4 Former City Employees


- Former employees of the City of Welland who have left voluntarily, or through no fault of their own, and who make an application for re-employment are to be given fair and equal consideration in any/all hiring processes.

4.5 Hiring of General Managers

- Short listed applicants will be subject to employment investigations into their educational and work background and professional references. Only fully qualified applicants will be considered for employment.
- The appointment of a General Manager, reporting directly to the CAO, is subject to the approval of Council and the selection procedure is as follows:
 - The Human Resources Department verbally advises the selected candidate of the Selection Committee's recommendation to Council.
 - Council, in closed session, decides on the Selection Committee's recommendation.
 - A formal written offer of employment is extended to the successful candidate, and a written acceptance of the offer is received.
 - A By-law is passed to either establish the position or appoint the successful candidate to the position, or both.

4.6 Hiring of All Other Staff

- The appointment process for all other senior staff and all other employees is subject to the approval of the General Manager and the CAO, through an Employment Requisition Form. The Selection Committee shall include Human Resources staff and others as deemed appropriate, by Human Resources, for the vacancy being filled.
- Items to be reviewed during the screening and short-listing process include:
 - Written application and resume.
 - Preliminary interview using the most recent job description, job posting and discussion of all facets of the position.
 - Verification of professional references.
 - Testing procedures where necessary.

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- Pre-employment health examination to determine physical fitness for employment, where necessary.

4.7 Anti-Nepotism

The purpose of this section is to ensure that employment related decisions concerning existing or potential City employees are free from any real or perceived improper influence based on family member or significant social relationships. At the same time, it is recognized that existing family members and significant social relationships with City employees should not unduly or unfairly restrict or enhance an individual's opportunity to pursue employment or changes in employment at the City.

The hiring process is intended to promote equitable opportunity. Candidates are selected and employment decisions are made in accordance with this policy, collective agreements, as well as any other applicable City policies or legislation.


In accordance with S. 24 (1) (d) of the Ontario Human Rights Code the right under section 5 to equal treatment with respect to employment is not infringed where an employer grants or withholds employment or advancement in employment to a person who is the spouse, child or parent of the employer or an employee.

No employee shall attempt to use a family or significant social relationship for his or her personal benefit or gain. This includes an employee misusing their authority to influence or make an employment related decision. Employment related decisions where a benefit may be gained, or authority may be misused include but are not limited to the following;

- the approval/denial of compensation increases;
- hire, transfer, promotion, demotion decisions;
- performance rating, discipline or termination;
- the assignment and approval of overtime;
- the assignment or direction of work assignments;
- approval of leaves of absences;
- the negotiation of salary level.

No employee shall attempt to improperly influence a recruitment or selection decision to benefit a family member or someone with whom they have a significant social relationship.

All job applicants will be requested to disclose the names of any spouse, child or parent who is a current employee or elected official of the City. Job applicants will

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be asked whether they are aware of any family or significant social relationships currently working as a City employee or elected official by disclosing a “yes” or “no” response. With the exception of a spouse, child, or parent relationship, applicants will not be requested to provide the names of any other family member or significant social relationships, in accordance with the Ontario Human Rights Code.

A spouse, child or parent of a current City employee or City elected official shall not be considered for employment, or changes in employment, if placement would create a direct reporting relationship with the above-mentioned family members.

No employee shall be in a direct reporting relationship; or be placed in a position of influence over an employed family member or significant social relationship.


Employees who become involved in a spousal relationship, significant social relationship, or who become related over the course of their employment may continue as employees if no direct reporting relationship exists between such employees. If there is a direct reporting relationship the City will attempt to find a suitable job to transfer one of the affected employees. If the City is unable to transfer the employee or the employee is unable to find alternative employment, then a decision will be made, in consultation with Human Resources, as to appropriate next steps.

Family members of City employees and City elected officials will be considered for employment or advancement provided they;

- have made application in accordance with established procedure;
- have been considered in accordance with established procedure;
- possess the necessary qualifications; and
- are considered to be the most suitable candidate.

5.0 Compliance

- 5.1 Any attempt to improperly influence a recruitment or selection decision will be reviewed by management and, if verified, result in appropriate disciplinary action.
- 5.2 Failure to comply with this policy and its associated procedures may result in disciplinary measures, up to and including termination of employment.
- 5.3 Candidates who do not comply with responsibilities listed above may be disqualified from the selection process.

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Revision History

Date	Description of Change	Initials
January 26, 2021	<ul style="list-style-type: none"> Revision to Hiring Policy 	AD

DRAFT

GENERAL COMMITTEE
CORPORATE SERVICES - HUMAN RESOURCES

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT HR-2021-02
January 26, 2021

02-160

SUBJECT: EMPLOYEE CODE OF CONDUCT

AUTHOR: ANDREA DAISLEY, MANAGER OF HUMAN RESOURCES

APPROVING G.M.: STEVE ZORBAS, INTERIM CAO / GENERAL MANAGER
CORPORATE SERVICES / CFO / TREASURER

RECOMMENDATION:

1. THAT THE COUNCIL OF THE CITY OF WELLAND receives for information report HR-2021-02 Employee Code of Conduct, and;
2. THAT THE COUNCIL OF THE CITY OF WELLAND approves the Employee Code of Conduct.

ORIGIN AND BACKGROUND:

The purpose of an Employee Code of Conduct is to ensure that, in addition to policies and procedures, the expected rules and behaviour of all staff are explained through documented guidelines.

COMMENTS AND ANALYSIS:

By creating and implementing an Employee Code of Conduct, The City of Welland shows commitment to the principles of integrity and openness and endeavors to maintain the highest level of public confidence. An employee Code of Conduct explains the expected rules of behaviour and outlines policies and procedures that govern employee behaviour.

FINANCIAL CONSIDERATION:

There is no financial impact associated with the adoption of either policy.

OTHER DEPARTMENT IMPLICATIONS:

N/A

SUMMARY AND CONCLUSION:

It is recommended that Council approve the Employee Code of Conduct to reinforce the City's commitment to integrity and openness, as well as to outline expected rules and behaviour for all staff.

ATTACHMENTS

Appendix 1 – Employee Code of Conduct


	Title:	Employee Code of Conduct		
	Number:	HR – 001		
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1.0 Purpose and Scope


- 1.1 The City of Welland (the City) is committed to the principles of integrity, accountability and openness and endeavors to maintain the highest level of public confidence in all that we do.

The City recognizes that employees strive to perform their duties in a manner that maintains and enhances public confidence and trust in the integrity of the City. These guidelines, referred to as the Code, explain the expected rules of behaviour required.

- 1.2 It is only through the commitment of our employees that we are able to deliver quality service and maintain public trust. To keep this confidence and trust, employees must be above reproach in their professional dealings. They must demonstrate the highest standards of behaviour. As employees we are accountable to the City, our Council and citizens of Welland and are responsible for the assets entrusted to us. With this in mind every employee is expected to comply with the Code of Conduct and other policies and procedures that govern employee behaviour.

2.0 Responsibilities

- 2.1 It is the responsibility of the CAO to provide overall administration of the Policy to ensure implementation and compliance, provide guidance in interpreting the Policy and to oversee the review of the Policy to ensure it reflects the changing needs and responsibilities of City employees and administration.
- 2.2 It is the responsibility of Human Resources to educate new employees and distribute a copy of the Policy during corporate orientation. Human Resources are also required to assist Managers with interpretation and application of the Policy, providing guidance and consultation to Supervisors and Managers as required. The Policy must also be referenced in all employment agreements and a signature shall be requested from each new employee verifying that they have seen, read and understand their responsibilities under the Policy. It is the responsibility of Human Resources to investigate all violations of this Policy. The Policy is to be reviewed on an annual basis and updated as necessary.
- 2.3 It is the responsibility of Managers and Supervisors to ensure that all employees have received, reviewed and signed off on this Policy. Ethics and Code of Conduct discussions shall be incorporated into staff meetings and any violations of the Policy must be reported.

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- 2.4 It is the responsibility of employees to sign and acknowledge that they have read and agree to abide by the Employee Code of Conduct. Employees are required to review this Policy annually and seek clarification if they are unsure of any information. Employees must consult with their Manager or Supervisor for guidance if they suspect a potential breach of this Policy.

3.0 Principles


- 3.1 The Code of Conduct does not answer every question that may arise. It is designed to promote ethical decision making and behaviour and to make us think about how ethics and integrity must guide us in doing our jobs. The examples and frequently asked questions (FAQ's) are only a guide and not an exhaustive list. Ethical behaviour is not about finding all of the right answers, it is about asking all of the right questions such as:

- Would I be offered this if I weren't an employee of the City?
- Am I putting my own interests before the City's?
- Would I make the same decision if my Manager, the public or the media were watching me?
- Would I be embarrassed if my decision, comments or actions were on the front page of the newspaper?
- Would I hesitate to take this action or allow my employees to take this action if this were my own company?
- Will I owe someone a favour if I do this?
- Could my comments on social media or in a public forum be considered negative, derogatory or taken as a criticism of the City, Council or a fellow employee?

If you answered "yes" to any of these questions, you may have an ethical dilemma. Seek advice.

- 3.2 Disclosure

It is the responsibility of all employees to disclose any real or what may be perceived as a conflict of interest or violation of the Code. If you think you may be in violation of the Code, address the situation and make a full and prompt disclosure to your Supervisor. Any suspected non-compliance by another employee must also be promptly reported. Anyone who knowingly makes a false accusation about non-compliance will be subject to disciplinary action, up to and

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including termination. Where an employee in good faith reports a violation of the Code, they will not be dismissed, disciplined, suspended or threatened with such. Intimidation or coercion by another employee will not be tolerated.

3.3 City time and assets

City time and assets are used only for the performance of City duties. Employees must devote themselves exclusively to the performance of their employment duties during paid working hours. Employees will not use any City asset, including e-mail, internet services, or any other electronic communication devices, if such use could be offensive, inappropriate or fraudulent.

What does this mean?

Employees are required to care for City assets, which includes all property, equipment, software, information, materials and time. City assets are only to be used for City purposes or as approved by your Supervisor.

Why is this important?


The City should not waste time, money or resources. Employees need to have all resources available at all times. Whether the asset is work time, a City vehicle or a computer it must be ready and available to do the assigned task.

3.4 Acceptable Conduct

- Respect City assets and take proper care of them
- Use City assets only for City work
- Reimburse the City promptly for any personal costs (long distance calls, photocopying)
- Devote time at work to performing assigned job duties
- Obtain approval for exemptions
- Ensure all City forms, documentation and requisitions are completed accurately

3.5 Unacceptable Conduct


- Taking home City assets for personal use without prior approval
- Using a City vehicle for personal business
- Installing personal software on City computers
- Downloading software on City equipment without prior approval
- Storing large amounts of non-work-related data on City computers

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- Accessing, communicating, distributing or displaying racial or ethnic slurs, threats, insults, obscenities, abuse, defamation or lewd or sexually explicit material on City computers
- E-mailing or use of any other electronic communication devices for non-work-related material without permission from your Supervisor

3.6 FAQ's

- Can I photocopy my son's hockey schedule for him and his teammates?
One or two copies is not an abuse of City assets. Multiple copies, or repeated use of City equipment, require Supervisor approval and reimbursement to the City.
- Can I help myself to things the office is throwing away or declaring surplus?
No. Articles in the garbage are still considered City assets. If you are interested in purchasing an item that has been declared surplus, speak with your Supervisor.
- Can I use the Internet at work to plan my vacation and book my airline tickets?
Yes, provided you do it on your own time (i.e. lunch, coffee breaks), there are no costs to the City and your activity does not place City computer systems at risk.
- Is it appropriate to sell chocolates or raffle tickets or collect money for charitable associations at my work site during normal working hours?
Yes, subject to approval by your immediate Supervisor.
- I noticed a colleague of mine has submitted an expense form for a conference she told me she didn't attend. Should I inform my Supervisor?
Yes, you must report this as it is considered fraud. You can speak directly with your Supervisor or file a report anonymously through Human Resources.
- Can I access City assets for occasional personal use? What about infrequent phone calls? Can I call my child's daycare or make a medical appointment?
Yes. Incidental use of City assets for personal reasons is allowed as long as there is no negative impact on your performance, no abuse of paid work time or no added cost to the City. This includes telephone and cellular phone use.

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- Can I do personal work at my workstation during lunch hour?

Incidental use of your workstation is permissible as long as you are doing the work on your own time (i.e. lunch, breaks) and there is no cost to the City.

- What should I do if I receive chain letters or offensive jokes and pictures at my work email address?

Inform IS and delete them immediately and tell the sender to stop sending them to your City email address. You should also consider informing your Supervisor depending on the frequency or content of the emails. We are all responsible for ensuring the City's email and systems are used appropriately.

- What should I do if I see an employee siphoning gas from a City vehicle?

Report the incident to your Supervisor.

- Can I borrow a piece of City equipment to use over the weekend to do a personal job?

No. Personal use of City resources is prohibited.

- I am permanently assigned a City of Welland vehicle. Can I use it to run errands on the weekend?


No. The vehicle can only be used for work related purposes.

- My colleague has asked me to call in sick for my shift this weekend because she needs the overtime. Can I do this?

No. This is sick leave fraud and you will be disciplined.

3.7 Gifts and Gratuities

We will not accept or provide any gift, benefit or favour in exchange for special consideration or influence, or where it may be perceived to be in exchange for special treatment.

	Title:	Employee Code of Conduct		
	Number:	HR – 001		
	Revision Date:	January 26, 2021	Approved by:	Council
	Revision Number:	0	Area:	Corporate
	Document Type:	Policy	Department:	Human Resources

What does this mean?

Employees must not give or receive gifts if in doing so there is a perception that their decisions are being influenced or their integrity appears to be compromised.

- Decline cash tips or in-kind gifts
- Decline gifts that could be viewed as an exchange for a favour
- Decline gifts from potential vendors or interested parties during, or in anticipation of, the purchasing or tendering process
- If unsure, decline the gift or ask your Supervisor

Why is this important?

Although most gifts come with no strings attached, there is always the chance that something is expected or perceived to be expected in return.

3.8 FAQ's


- The City is in the process of awarding a contract and I am involved in the decision process. One of the bidders has offered me tickets to a sporting event. Can I accept the invitation?

No. The perception is that the bidder could be given special consideration or favours in return for the ticket(s).

- I am a transit driver. Some of the seniors on my route like to give me a cash tip at Christmas. I don't want to be impolite by rejecting what is a kind and sincere gesture. How should I respond? Can I accept any gifts?

Politely explain that you appreciate the gesture, but the City already compensates you. It is unacceptable to accept cash, loans, free services or individual discounts. City employees may accept:

- *Small holiday gifts showing appreciation (cards, cookies, chocolates)*
- *Advertising material (calendars, scratch pads, disposable pens, t-shirts, caps)*
- *Protocol items (symbolic or ceremonial gifts)*

	Title:	Employee Code of Conduct		
	Number:	HR – 001		
	Revision Date:	January 26, 2021	Approved by:	Council
	Revision Number:	0	Area:	Corporate
	Document Type:	Policy	Department:	Human Resources

- The City paid for me to attend a conference and I won a door prize. Can I accept it? Can I accept an honorarium?

You can accept the door prize but if the prize is of significant value, you should advise your Supervisor. You are not permitted to accept a cash honorarium.


4.0 Compliance

- 4.1 All employees are expected to read, understand and act in compliance with the Employee Code of Conduct. An employee under investigation for a violation of the Policy may be suspended with or without pay or be re-assigned to other duties pending an investigation. Failure to comply with this Policy and its associated procedures may result in appropriate disciplinary measures, up to and including termination.

Revision History

Date	Description of Change	Initials

GENERAL COMMITTEE
ECONOMIC DEVELOPMENT
RECREATION AND CULTURE DIVISION

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

21-19

REPORT R&C-2021-01
 JANUARY 26, 2020

SUBJECT: OUTDOOR POOL CONDITION ASSESSMENT

AUTHORS PETER BOYCE, MANAGER PARKS, PLANNING & MAINTENANCE

APPROVING G.M.: STEVE ZORBAS, CPA, CMA, B.Comm, DPA,
 INTERIM CAO / GENERAL MANAGER, CORPORATE SERVICES, CHIEF FINANCIAL OFFICER / TREASURER

DAN DEGAZIO, GENERAL MANAGER, ECONOMIC DEVELOPMENT, RECREATION & CULTURE

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receive for information report R&C-2021-01 Outdoor Pool Condition Report

ORIGIN AND BACKGROUND:

In November 2020, City staff contracted Aqua Plans Inc. to conduct a high level Pool Condition Assessment for the three outdoor municipal pools in Welland: Rosie Smith Pool, Maple Park Pool, and Memorial Park Pool; the assessment included both main and wading pools at each location. The goal of the assessment was to gain an understanding of required capital investments over the next several years to keep the pools in operation. Recommendation #29 from the City of Welland Parks, Recreation & Culture Master Plan (2019) references a need for an outdoor pool rationalization study for the City of Welland; the pool condition assessment is a component of the pool rationalization study.

COMMENTS AND ANALYSIS:

The condition assessment included visual inspection of the pool tank and mechanical re-circulation system of each pool facility. Based on the inspection a report was created to grade the condition of each facility component and the urgency and cost associated with any identified needs for repair or replacement; the key findings of the report are included as Appendix I, Condition Assessment Summary.

Summary

The assessment found that Maple Park and Rosie Smith pools were in generally good operating conditions, but require some safety improvements to mitigate potential hazards that have been addressed by code updates over time. Operationally these two pools are operating effectively and with some minor improvements could continue to do so for quite some time.

Memorial Park displayed more urgent deficiencies, specifically with the surface skimming system; the current overflow system is ineffective and most of the water that flows over the edge will typically flow back into the pool. This greatly affects water quality experienced by bathers. Additionally the tank structure of Memorial Park pool is identified as requiring replacement.

The following bullets summarize the anticipated future costs associated with the key findings of the report; the costs are summarized as being of high priority or medium priority; additional information is provided in Appendix I – Condition Assessment Summary:

- **Rosie Smith Pool:**
 - High Priority - \$18,000 - \$25,000, replace drain covers and sand filter
 - Medium Priority - \$207,000 - \$264,000 replace concrete deck, drain bodies and recirculation pump
- **Maple Park Pool:**
 - High Priority - \$175,000 - \$184,000 replace drain covers, sand filter and repaint surface of main pool
 - Medium Priority - \$209,000 - \$265,000 replace pool deck, drain bodies, and recirculation pump
- **Memorial Park Pool:**
 - High Priority - \$387,500 - \$463,600 replace drain covers, sand filter, drain bodies, repaint pool surfaces of both main and wading pools
 - Medium Priority - \$1,027,500 - \$1,293,000 replace the tank and deck concrete of both the main and children's pools, replace drain bodies for main pool and recirculation pump for wading pool

FINANCIAL CONSIDERATION:

None

OTHER DEPARTMENT IMPLICATIONS:

None

SUMMARY AND CONCLUSION:

Aqua Plans Inc. was contracted by the City of Welland to complete a condition assessment of our three outdoor pools as part of implementation of Recommendation #29 of the Parks, Recreation and Culture Master Plan. The assessment findings concluded that Maple Park Pool and Rosie Smith Pool are in good working condition, and will need minor to modest investments will remain safe and functional for some time to come. Memorial Park pool was identified as having significant deficiencies that will require correction within the next several years in order to remain a viable facility for public use.

ATTACHMENTS

Appendix I – Condition Assessment Summary

AQUA PLANS

aquatic consultants inc.

Memorial Park Pool - Welland

Client

City of Welland

Type of Document

Pool Condition Assessment

Property Name and Address Name

Memorial Park Pool
405 Memorial Park Drive
Welland, Ontario

Project Number

D20057

Prepared By:

Aqua Plans Aquatic Consultants Inc.
1244 Victoria Street North
Kitchener, Ontario
N2B 3C9

Submitted to:

Peter Boyce
City of Welland

Date Submitted

November 2020

Legal Notification

This Visual Pool Review report was prepared by Aqua Plans Aquatic Consultants Inc. for the account of the *City of Welland*

Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties unless a reliance letter has been addressed to, or otherwise provides reliance to, such third party. Aqua Plans Aquatic Consultants Inc. accepts no responsibility for damages, if any, suffered by any other third party as a result of decisions made or actions based on this report.

Executive Summary

Aqua Plans Aquatic Consultants Inc. was retained by the City of Welland to carry out a Visual Review of the pool tank and mechanical recirculation system components of the Memorial Pool, located at the 405 Memorial Park Drive, in Welland Ontario.

The information presented in this report provides a visual review of the current conditions of the pool's components that were visible and accessible at the time of the review from the ground vantage point. Aqua Plans Aquatic Consultants Inc. has been asked to make recommendations and give opinions based solely on a visual sampling of the existing components in their current condition. Test cuts, coring, design review, quantity surveys, destructive testing or instrument testing were not carried out. Further investigation(s) or additional testing may change current recommendations and opinions.

Our observations are based on the current requirements of the Ontario Building Code (effective date January 1st, 2015), the Ontario Public Pools Regulation 565, as well as best industry practices and safety standards.

All noted code compliance issues are related to current regulation requirements. Since this is an existing pool, all code related items are "grandfathered", and are not required to be met with only minor and cosmetic repairs taking place. If any major structural and mechanical renovations are undertaken within the pool tank or under the pool deck, then the pool would be required to be updated to meet all current code requirements. Note that some items can be safety concerns, and are still highly recommended, though not required. Safety concerns, however, have a liability attached to them, and the owner must review their potential risks.



Description of Terms

The following is a list of some of the subjective terms used in this report to describe the observed condition of the various elements:

- Good condition:** The element is an original installation or, has recently been installed/replaced, with no visible reduction in anticipated performance, and should remain serviceable for several more years, provided that proper maintenance is performed on a regular basis.
- Fair condition:** The element is in a condition which is typical of its age or, based on use or location has been exposed to duress which has accelerated its typical serviceable life expectancy. However, it is expected to achieve its full-service life provided that proper maintenance is performed on a regular basis.
- Poor condition:** The element is nearing or at the end of its useful service life or, has been poorly maintained/serviced and should be replaced/repared in the near future.

Priority Levels

- Immediate** = the current condition compromises the integrity of the structure/system/component and we recommend immediate action be taken to ensure public safety. [Immediately address]
- High** = the current condition does not pose immediate life safety concerns, but plans should be initiated without delay to repair or replace the element/system/component before the condition deteriorates further. [Address within next 0 to 12 months]
- Medium** = the current condition does not yet affect the integrity of the structure/system/component but the condition should be addressed to prevent future deterioration and extend the service life of the structure/system/component. [Address within 1 - 3 years]
- Low** = the observed condition is considered minor in nature or is in the initial stages of deterioration but does not yet reduce the intended performance of the structure/system/component. [Re-assess in 2 years and budget for potential repairs in 3 - 5 years]
- Monitor** = Building maintenance staff to review periodically to monitor issue. Contact professional consultant immediately if issue appears to be escalating.

Cost estimate:

Cost estimates provided in this report are intended only as an indication of the order of magnitude of the remedial work. More precise cost estimates would require additional investigations, possibly including more detailed examination to better define the scope of work. This additional scope was not part of the work carried out under this review as approved by the Client.

The most reliable cost of a repair or replacement is provided by qualified contractors quoting competitively on an accurately defined scope of work as well as drawings and specifications.

The cost estimates provided herein do not include engineering or consulting costs to prepare design, specifications or drawings for the remedial work, tendering, contract administration or field review as well as do not include any permit fees, hazardous materials surveying or abatement, contract management, contingencies or loss of use costs. It is assumed that the building owner/manager has a prudent level of ongoing maintenance and this will continue to be carried out.

Pool Information (Table A)

AQUATIC DESIGN DATA		
	Large Pool	Small Pool
Shape	Rectangle	Rectangle
Capacity (US GAL)	200,000	5,625
Pool Turnover Time (Current Code Requirments)	4.00	4.00
Pool Turnover Time (Actual Hrs) <small>(Cap. / Actual flow rate / 60)</small>	4.63	2.68
Flow Rate (Required) (US GPM) <small>(Cap. / time req'd / 60)</small>	833.33	23.44
Flow Rate (Actual) (US GPM)	720.0	35.0
Filtration Rate (Required) (US GPM/sq ft)	15.00	15.00
Filtration Rate (Actual) <small>(flow rate actual / filter area actual)</small>	13.48	20.00
Filter Area (Required) (Sq.ft) <small>(Req'd flow rate / Req'd filtration rate)</small>	55.56	1.56
Filter Area (Actual) (Sq. Ft.)	53.40	1.75
Filter Type	Pressure Sand	Pressure Sand
Filter Model / Size	Penatir THS4296	Hayward S-180T
Filter Quantity	2 Total	1 Total

Overview Observations

1) Large Pool Recirculation and Filtration System Rates:

a) FLOW RATE:

Current code requirements (3.11.8.1.5) states that a pools turnover time for a Class A facility (Public Pool) is minimum every 4 hours (6 turnovers a day.)

The current flow rates for the existing Pool is approximately 720 GPM. This flow rate achieves a turnover rate of 4.63 hours (5.18 turnovers per day). This flow rate does not meet current code requirements for a Swimming Pool. (Refer to Table A).

Condition: Fair
Priority: Medium
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 860 GPM would be required to meet current code and standards for a Class A Public Pool

b) FILTRATION FLOW RATE:

A typical Sand Filter requires a minimum filtration rate of 15 GPM / Sq. Ft. to provide proper cleaning and filtering of the pool water, and an ideal rate of between 10 and 12 GPM/Sq. Ft.

Using the current flow rate (which is not code-compliant), given the size and flow rate for this pool, the system is currently operating at 13.48 GPM/sq. ft., which is under the minimum required, but higher than the desired filtration rate. This current rate is, while not providing an excellent filtration rate, is still above the required minimum, providing an overall good level of filtration. (Refer to Table A).

Condition: Good - for Current Flow Rate
Priority: Medium
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 860 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the filtration system would need to be upgraded to have a minimum recommendation filter area of 65 sq ft, which would achieve a filtration rate of 12.85 GPM / Sq. Ft.



c) MAIN DRAINS

There are two pool main drains noted by staff in the deep end of the pool. We were visually unable to inspect these drains, as they were underwater and covered in leaves. Current industry safety standards regarding main drain anti-entrapment require pools to have anti-entrapment "unblockable" drain covers installed. An "Unblockable drain" includes a suction outlet defined as all components, including the sump and/or body, cover/grate, and hardware such that its perforated (open) area cannot be shadowed by the area of the 18"x23" Body Blocking Element of ASME/ANSI A112.19.8-2007. Domed drains of the same current size would typically meet this requirement, however, the current drain covers were thought to be flat and under the noted 18"x23" size, which in turn could pose a possible entrapment hazard (even though these drains are connected to the surge tank via gravity, these are still a suction entrapment hazard due to the high head pressure from the deep water on top)

Condition:	Unable to Verify
Priority:	High (if not "Unblockable")
Current Code Compliant:	Unable to Verify

Upgrade Note:

A minimum flow rate of 860 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the main drain sumps and covers would need to be upgraded to meet the increased suction flow and velocity that would be passing through them. A maximum velocity of 1.5 ft/second is required at both main drains, assuming full flow through each.



d) SKIMMER/GUTTER DROP-OUTS

This pool tank is built with an older-style gutter drop out system around the perimeter to accommodate surface skimming/cleaning of the pool water. The system is designed to have the water overflow along the entire perimeter onto a ledge, where there are various small drop-out ports (18 at this location) that the water will flow through, where it should taken into the underground surge tank. From there, it would be filters and treated through the recirculation system and sent back to the pool. The current system does not operate this way, and any water entering the drop-outs is sent directly to waste.

This system is currently providing very little in the way of surface skimming. The ports are very small and spaced out around the perimeter. 90%-95% of the water that flows up onto the overflow ledge flows back into the pool, with a very little amount actually flowing down through the gutter drop-outs. Also, the pool has shifted slightly over time, making the overflow perimeter uneven. This results in water no overflowing onto the ledge at all locations around the perimeter. This overall design and condition does not provide proper surface cleaning and recirculation of the water within the pool tank, and results in a much lower water quality than is desired and recommended by current code and health standards.

Condition: Poor
Priority: High
Current Code Compliant: No



2) Small Pool Recirculation and Filtration System Rates:

a) FLOW RATE:

Current code requirements (3.11.8.1.5) states that a pool's turnover time for a Class A facility (Public Pool) is minimum every 4 hours (6 turnovers a day.) Current Regulations (Ontario 565) state that Wading Pools are to have a minimum turnover time of 2 hours (12 times a day). This small pool would be classified as a wading pool.

The current flow rates for the existing Pool is approximately 38 GPM. This flow rate achieves turnover rate of 2.68 hours (8.96 turnovers per day). This flow rate does not meet current regulation standards for a Wading Pool. (Refer to Table A).

Condition: Fair
Priority: Medium
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 47 GPM would be required to meet current code and standards for a Wading Pool.

b) FILTRATION FLOW RATE:

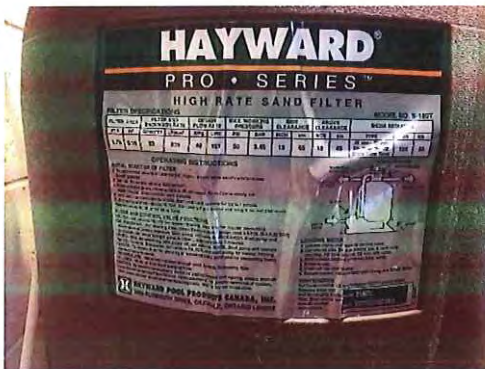
A typical Sand Filter requires a minimum filtration rate of 15 GPM / Sq. Ft. to provide proper cleaning and filtering of the pool water, and an ideal rate of between 10 and 12 GPM/Sq. Ft. These filters have a maximum allowable filtration rate of 20 GPM/Sq. Ft.

Using the current flow rate (which is not code-compliant), given the size and flow rate for this pool, the system is currently operating at 20 GPM/sq. ft., which is under the maximum allowed by NSF standards, and much higher than the desired filtration rate. This current rate is not providing a high quality of filtration, especially when considering the use and ages of patrons this pool sees on a regular basis, though it does provide the bare minimum required filtration rate. (Refer to Table A).

Condition: Fair
Priority: High
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 47 GPM would be required to meet current code and standards for a Wading Pool. If this were the case, the filtration system would need to be upgraded to have a minimum recommendation filter area of 2.75 sq ft, which would achieve a filtration rate of 12.73 GPM / Sq. Ft.

**c) MAIN DRAIN:**

There is one small pool main drain in the middle of the small pool. The drain appears to be very old, and is the only suction port located in the pool. Current industry safety standards regarding main drain anti-entrapment require pools to have dual anti-entrapment "unblockable" drain covers installed. An "Unblockable drain" includes a suction outlet defined as all components, including the sump and/or body, cover/grate, and hardware such that its perforated (open) area cannot be shadowed by the area of the 18"x23" Body Blocking Element of ASME/ANSI A112.19.8-2007.

As per OBC section 3.11.8.1(15), "all fittings below the water surface that provide suction or gravity flow in a public pool shall,

(a) be provided with a minimum of two suction or gravity outlets interconnected to a full-size manifold, and

(b) be separated by a clear distance of not less than 1 200 mm."

As per OBC section 3.11.8.1(18), "Except for skimmers and gutters, all submerged suction and gravity fittings shall be clearly and permanently marked with a 50 mm wide band in a contrasting colour."

Condition: Poor
Priority: High
Current Code Compliant: No



3) Large Pool Recirculation System Equipment Condition Observations:

a) PUMP

The pool recirculation pump is a 15HP, 3 Phase, 575 V pump, and was noted to be in good condition. Although there was some minor corrosion noted on the motor of the pump, the pump was otherwise noted to be in generally good operating condition.

This pump would not be large enough to produce the increase flow rate required to meet current code requirements regarding turnover times (860 GPM).

Condition: Good
Priority: Low
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 860 GPM would be required to meet current code and standards for a Class A Public Pool. This flow rate would require a larger pump, which in most cases would be a 20 HP pump, rated at 70' TDH.



b) FILTERS

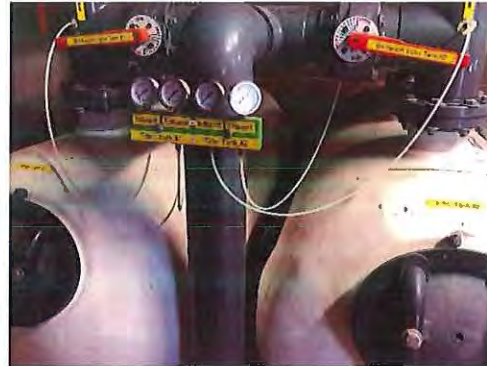
The pool filtration system consists of two (2) Pentair THS2496 Horizontal Pressure Sand Filters, with have a combined filtration area of 53.4 sq ft. and are rated for a maximum 534 GPM flow rate each.

The filter tanks themselves, as well as the related face piping, are in good physical condition and were noted by staff to be in good operational condition.

Condition: Good
Priority: Low
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 860 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the filters would need to be upgraded to have a minimum recommendation filter area of 65 sq ft (total), which would achieve a filtration rate of 12.85 GPM / Sq. Ft.



c) PIPING, SUPPORTS, VALVES

All piping was visually inspected for the pool, along with piping supports, connections, and valves.

All piping appeared to be sized properly for the pool recirculation specific flow rate and was all supported properly to prevent sagging and prolong the life of the piping system.

The piping itself was PVC Schedule 80. Schedule 80 is preferred for exposed piping, as it has stronger characteristics (thicker walls) to help avoid accidental damage causing breaks or leaks.

All piping was labeled with arrows and system type.

Valves tags were present.

Condition: Good
Priority: Low
Current Code Compliant: No



d) AUTOMATIC CHEMICAL CONTROLLER

The pool sanitation system is operated by an Automatic Chemical ORP/PH digit controller. The system had been removed for the winter but was noted by staff to be in good operational condition. There are also automatic feeds pumps that were being controlled by the chemical controller, which has also been removed for the winter, but were noted to be in good operation condition.

The presence of these feeders and controller meet the OBC requirements of section 3.11.8.1(8), which requires the use of an automatic chemical controller to continuously disinfect the water of a public pool.

Condition: Good
Priority: Low
Current Code Compliant: Yes

**e) CHEMICAL FEED LINES / SAMPLE LINES**

The chemical feed lines consist of poly clear tubing for each of the sample line, acid feed line, and chlorine feed line. The tubing is properly fastened to the wall and appears to be in good condition.

Condition: Good
Priority: Low
Current Code Compliant: Yes

**f) CHLORINE AND ACID TANKS**

The current sanitation system gets its chemicals directly from the chemical storage tanks. The tanks had been winterized and were empty at the time of inspection. It tanks themselves

appeared to be in good overall condition, were labeled as required, and were located in different areas of the mechanical room to help avoid accidental confusion of the tanks.

The tanks were not double wall, sealed top containment tanks, and were not vented separately to the exterior. This could create undesired fumes from the tanks to enter the mechanical room and cause corrosion. The room little to no corrosion present in the space itself, so the fumes appear to be under control, so replacing these tanks will be noted as a low priority item.

Condition: Good
Priority: Low
Current Code Compliant: Yes



g) WATER LEVEL CONTROLLER

There was no automatic water level controller installed at this location. Currently, the water level is manually controlled by the operation staff.

As per OBC section 3.11.8.1(7), "all pools shall be provided with automatic make-up water devices and provided with water meters to register the volume of all make-up water added to a public pool or its recirculation system."

As this is a grandfathered condition and does not affect health and safety, it is marked as a low priority item.

Condition: N/A
Priority: Low
Current Code Compliant: No

4) Small Pool Recirculation System Equipment Condition Observations:

a) PUMP

The small pool recirculation pump is a 1HP, 1 Phase, 115/230 V pump, and was noted to be in good condition. Although there was some minor corrosion noted on the motor of the pump, the pump was otherwise noted to be in generally good operating condition.

This pump *should* be large enough to produce the increase flow rate required to meet current code requirements regarding turnover times (47 GPM). This flow rate would need to be tested to ensure the pump is capable.

Condition: Good
Priority: Low
Current Code Compliant: Yes (assumption)



b) FILTERS

The small pool filter system consists of one (1) Hayward S-180T Vertical Pressure Sand Filter, with have a filtration area of 1.75 sq ft. and is rated for a maximum 38 GPM flow rate.

The filter tanks themselves, as well as the related face piping, are in good physical condition and were noted by staff to be in good operational condition.

Condition:	Good
Priority:	High
Current Code Compliant:	No

Upgrade Note:

A minimum flow rate of 47 GPM would be required to meet current code and standards for a Wading Pool. If this were the case, the filtration system would need to be upgraded to have a minimum recommendation filter area of 2.75 sq ft, which would achieve a filtration rate of 12.73 GPM / Sq. Ft.



c) PIPING, SUPPORTS, VALVES

All piping was visually inspected for the pool, along with piping supports, connections, and valves.

All piping appeared to be sized properly for the pool recirculation specific flow rate and was all supported properly to prevent sagging and prolong the life of the piping system.

The piping itself was a MIX of Schedule 40. And flex pipe. Schedule 80 is preferred for exposed piping, as it has stronger characteristics (thicker walls) to help avoid accidental damage causing breaks or leaks.

All piping was not labeled with arrows and system type.

Valves tags were not present.

Condition:	Good
Priority:	Low
Current Code Compliant:	No



d) AUTOMATIC CHEMICAL CONTROLLER

The small pool sanitation system is operated by an Automatic Chemical controller. The system had been removed for the winter but was noted by staff to be in good operational condition. The controller automates the feed from the Chlorinator, which was also noted to be in good operation condition.

The presence of these feeders and controller meet the OBC requirements of section 3.11..8.1(8), which requires the use of an automatic chemical controller to continuously disinfect the water of a public pool.

The pH is controlled manually.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes

e) CHEMICAL FEED LINES / SAMPLE LINES

The chemical feed lines consist of poly tubing for each of the sample line and chlorine feed line. The tubing is properly connected to the recirculation system and appears to be in good condition.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



f) WATER LEVEL CONTROLLER

There was no automatic water level controller installed at this location. Currently, the water level is manually controlled by the operation staff.

As per OBC section 3.11.8.1(7), "all pools shall be provided with automatic make-up water devices and provided with water meters to register the volume of all make-up water added to a public pool or its recirculation system."

As this is a grandfathered condition and does not affect health and safety, it is marked as a low priority item.

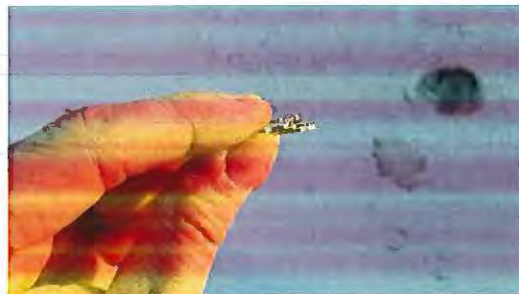
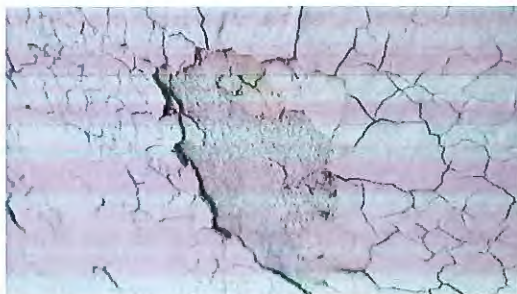
Condition:	N/A
Priority:	Low
Current Code Compliant:	No

4) Large Pool Tank and Deck Finishes

a) TANK PAINT FINISH

The Large Pool finish was inspected and was noted to be in very poor condition. Large, thick chunks of multiple layers of parge and paint finishes were peeling and flaking off in most locations around the entire pool, on both the walls and floor slab. These chunks were quite sharp in most places and is not providing a proper finish safe for swimming in the pool tank. The entire pool will be required to be hydro blasted down to the base concrete to a proper roughness (as specified by the finishing manufacturer) and a proper Epoxy Paint finish for pools (Tnemec or similar) should be applied to the entire tank, white or light in colour, with proper contrasting markings around drains, steps, and other required areas as per OBC.

Condition:	Poor
Priority:	High
Current Code Compliant:	No





b) DECK CONCRETE FINISH

The Pool concrete deck finish was inspected and was noted to be very uneven in various location around the pool. These conditions create toe stub hazards, fall hazards, and promote water ponding and algae growth.

As per OBC requirements 3.11.3.1(9), "public pool shall be surrounded by a hard-surfaced pool deck that shall,

(a) be not less than 1 800 mm wide,

(b) in the case of an outdoor pool, be sloped away from the pool to waste drains or to adjacent lower ground at a slope of between 2% and 4%".

The existing deck does not provide proper slope off of the deck at all locations.

Condition:

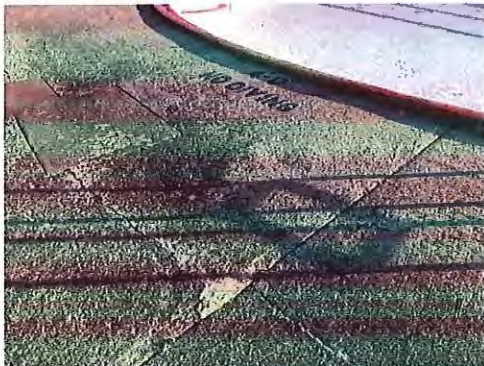
Fair

Priority:

Medium

Current Code Compliant:

No (not in all locations)



5) Small Pool Tank and Deck Finishes

a) TANK PAINT FINISH

The Small Pool finish was inspected and was noted to be in very poor condition. Large, thick chunks of multiple layers of parge and paint finishes were peeling and flaking off in most locations

around the entire pool, on both the walls and floor slab. These chucks were quite sharp in most places and is not providing a proper finish safe for swimming in the pool tank. The entire pool will be required to be hydro blasted down to the base concrete to a proper roughness (as specified by the finishing manufacturer) and a proper Epoxy Paint finish for pools (Tnemec or similar) should be applied to the entire tank, white or light in colour, with proper contrasting markings around drains, steps, and other required areas as per OBC.

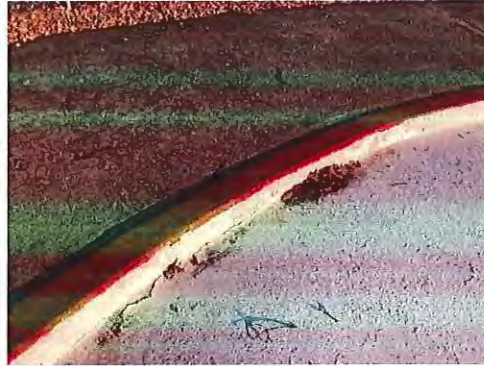
Condition: Poor
Priority: High
Current Code Compliant: No



b) DECK CONCRETE FINISH

The Small Pool concrete deck finish was inspected and was noted to be in generally good condition. The concrete appeared to be level around the pool, sloping away as required. Minor cracking was noted, but the concrete around the crack did not present any tripping or injury hazards.

Condition: Fair
Priority: Low
Current Code Compliant: Yes



6) Large Pool Deck Accessories

a) DIVE STAND

There is a Dive Stand located in the deep end of the Large Pool. The stand was inspected, and though it appeared to be an old/original dive stand base with some minor surface corrosion, overall, the stand appear to be in fair condition. The stainless steel rails mounted to the base were in very good condition, with no corrosion noted. The painted base had some minor corrosion which should be sanded down and repainted to avoid further degradation and staining.

Condition: Fair

Priority: Low
Current Code Compliant: Yes (stand itself)



b) STAIR RAILS

There stair rails installed at both sets of steps into the shallow end of the pool. The rails were inspected and appeared to be in overall good condition. There was no corrosion noted at the time of inspection, and the rails were securely embedded into the concrete steps.

Condition: Good
Priority: Low
Current Code Compliant: Yes



Required / Recommended Action

Large Pool Recirculation and Filtration System Rates:

a) **Required Action: None**

b) **Recommended Action:**

- 1) The current system does not meet the minimum requirements of the current Code and Regulations in regard to flow rates/turnover time. Upgrading the system to achieve a higher flow rate would involve major renovations, including upgraded filters, pumps, piping (below grade and exposed) main drains, wall return, skimmer ports, etc.

This is a "grandfathered" condition and upgrading the system to meet current standards is not a requirement. However, meeting current code standards regarding water quality and healthiness should always be considered a high priority when upgrades are being considered. If a upgrade to the system of this magnitude were to take place, replacement of the entire pool tank should be a major consideration, given the age and operational issues – specifically skimming requirements discussed below – to achieve a properly operating recirculation/filtration system and meet all current code and health regulations.

Overall Recommended Priority: High

Cost Estimate: \$890,000 – \$990,000

Note: This cost would include all new piping, equipment, gutter system, main drains, etc. that would be required to bring the existing pool tank up to current code and operating standards. Major consideration should be given to replacing the existing shell with a brand pool if this path of upgrade is being considered, as the overall price of a completely brand new pool and system would be only slightly more than a full upgrade to this existing tank.

- 2) The existing mains drain covers are to be inspected, and if they are below the size of 23" x 18" (each) and not domed, these drain covers are to be replaced with Unblockable domed drain covers. This will ensure all current code, safety, and industry standards are being met regarding main drain anti-entrapment conditions.

Overall Recommended Priority: High

Cost Estimate: \$2,500 - \$3,500

- 3) The current skimming/surface cleaning condition is not providing proper water surface cleaning and recirculation, resulting in much lower water quality than is desired and recommended by current code and health standards. Upgrading this to a more effective and efficient system would be considered a major renovation and would involve removed the top (36"-48") of the pool wall and installing an updated perimeter overflow gutter system. The upgraded system would provide 100% surface cleaning around the entire perimeter of the pool and would also eliminate the raised ledge (which is a trip hazard in itself). A photo of an example of this recommended condition is pictured below.

Overall Recommended Priority: High

Cost Estimate: \$200,000 - \$230,000



Small Pool Recirculation and Filtration System Rates:

a) Required Action:

- 1) The current system does not meet the OBC and safety requirements regarding dual main drains in a pool. As there is also no skimming device(s) for the pool water to be pulled from, the existing single drain port is the lone suction point. The cover over this port also appears to be original. This is a very serious condition, as a child could easily become entrapped over this small port.

Two proper main drain sumps and covers should be installed within this pool tank, each sized to accept the full design flow of the system. This will ensure that a small child cannot block the port and become entrapped on the main drain, eliminating a very hazardous situation.

Overall Priority: High

Cost Estimate: \$7,000 - \$10,500

2) Recommended Action:

- 1) The current system does not meet the minimum requirements of the current Code and Regulations in regard to flow rates/turnover time, though it is not far off. Upgrading the system to achieve a higher flow rate would need to be investigated further, but would likely avoid any major renovations and would be strictly limited to upgrading the pool filter and possibly the pump, as well as some work on the main drain system, discussed below.

Overall Priority: High

Cost Estimate: \$12,000 - \$17,500 (includes above drain work, and below filter replacement)

Large Pool Recirculation System Equipment Condition Observations

a) Required Action: None

b) Recommended Action:

- 1) The current system does not meet the minimum requirements of the current Code and Regulations in regard to flow rates/turnover time, though it is not far off. Upgrading the system to achieve a higher flow rate would involve major renovations, including upgraded filters, pumps, piping (below grade and exposed) main drains, wall return, skimmer ports, etc.

If a upgrade to the system of this magnitude were to take place, replacement of the entire pool tank should be a major consideration, given the age and operational issues – specifically skimming requirements discussed below – to achieve a properly operating recirculation/filtration system and meet all current code and health regulations.

Overall Recommended Priority: High**Cost Estimate: \$890,000 – \$990,000**

Note: This cost would include all new piping, equipment, gutter system, main drains, etc. that would be required to bring the existing pool tank up to current code and operating standards. Major consideration should be given to replacing the existing shell with a brand pool if this path of upgrade is being considered, as the overall price of a completely brand new pool and system would be only slightly more than a full upgrade to this existing tank.

- 2) Installing a water level controller would help the facility maintain a proper water level throughout the day, as well as decrease required maintenance hours, and bring the code into compliance with OBC section 3.11.8.1(7). Having a proper water level on an overflow skimmer/gutter type of pool is very important, as if water drops below the overflow edge, surface skimming does not happen, which will greatly affect the health and quality of the pool water.

Overall Recommended Priority: Low**Cost Estimate: \$4,500 - \$6,000**

- 3) Installing closed top chemical tanks, vented to the exterior of the building, would help eliminate harmful fumes being released or leaking out into the mechanical space. These fumes will cause corrosion to form on metallic items within the pool equipment room, such as pumps, electrical panels, conduits, pipe supports, etc., and decrease these items lifespan.

Overall Recommended Priority: Low**Cost Estimate: \$3,500 - \$5,500****Small Pool Recirculation System Equipment Condition Observations****a) Required Action: None****b) Recommended Action:**

- 1) The current system does not meet the minimum requirements of the current Code and Regulations in regard to flow rates/turnover time, though it is not far off. Upgrading the system to achieve a higher flow rate would need to be investigated further, but would likely avoid any major renovations and would be strictly limited to upgrading the pool filter and possibly the pump, as well as some work on the main drain system, discussed below.

The filtration system should be upgraded to have a minimum recommendation filter area of 2.75 sq ft, which would achieve a filtration rate of 12.73 GPM / Sq. Ft. at 47 GPM.

Overall Recommended Priority: High**Cost Estimate: \$3,000 - \$4,000**

- 2) Installing a water level controller would help the facility maintain a proper water level throughout the day, as well as decrease required maintenance hours, and bring the code into compliance with OBC section 3.11.8.1(7).

Overall Recommended Priority: Low**Cost Estimate: \$4,500 - \$6,000**

Large Pool Tank and Deck Finishes

a) Required Action:

- 1) The entire Large pool will be required to be hydro blasted down to the base concrete to a specific roughness (as specified by the finishing manufacturer) and a proper Epoxy Paint finish for pools (Tnemec or similar) should be applied to the entire tank, white or light in colour, with proper contrasting markings around drains, steps, and other required areas as per OBC.

Overall Recommended Priority: High

Cost Estimate: \$150,00 - \$175,000

b) Recommended Action:

- 1) The pool deck requires repairs in several location around the pool to ensure there are no trip hazards, and also to ensure the deck drains properly away from the pool, either to the surrounding deck drains or to lower ground.

2) **Overall Recommended Priority: Medium**

3) **Cost Estimate: \$15,000 - \$25,000**

Small Pool Tank and Deck Finishes

a) Required Action

- 1) The entire Small pool will be required to be hydro blasted down to the base concrete to a specific roughness (as specified by the finishing manufacturer) and a proper Epoxy Paint finish for pools (Tnemec or similar) should be applied to the entire tank, white or light in colour, with proper contrasting markings around drains, steps, and other required areas as per OBC.

Overall Recommended Priority: High

Cost Estimate: \$25,000 – \$40,000

b) Recommended Action: None

AQUA PLANS

aquatic consultants inc.

Rosie Smith Pool - Welland

Client

City of Welland

Type of Document

Pool Condition Assessment

Property Name and Address Name

Rosie Smith Memorial Pool

391 St. George St

Welland, Ontario

Project Number

D20057

Prepared By:

Aqua Plans Aquatic Consultants Inc.

1244 Victoria Street North

Kitchener, Ontario

N2B 3C9

Submitted to:

Peter Boyce

City of Welland

Date Submitted

November 2020

Legal Notification

This Visual Pool Review report was prepared by Aqua Plans Aquatic Consultants Inc. for the account of the *City of Welland*

Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties unless a reliance letter has been addressed to, or otherwise provides reliance to, such third party. Aqua Plans Aquatic Consultants Inc. accepts no responsibility for damages, if any, suffered by any other third party as a result of decisions made or actions based on this report.

Executive Summary

Aqua Plans Aquatic Consultants Inc. was retained by the City of Welland to carry out a Visual Review of the pool tank and mechanical recirculation system components of the Rosie Smith Memorial Pool, located at the 391 St. George St, in Welland Ontario.

The information presented in this report provides a visual review of the current conditions of the pool's components that were visible and accessible at the time of the review from the ground vantage point. Aqua Plans Aquatic Consultants Inc. has been asked to make recommendations and give opinions based solely on a visual sampling of the existing components in their current condition. Test cuts, coring, design review, quantity surveys, destructive testing or instrument testing were not carried out. Further investigation(s) or additional testing may change current recommendations and opinions.

Our observations are based on the current requirements of the Ontario Building Code (effective date January 1st, 2015), the Ontario Public Pools Regulation 565, as well as best industry practices and safety standards.

All noted code compliance issues are related to current regulation requirements. Since this is an existing pool, all code related items are "grandfathered", and are not required to be met with only minor and cosmetic repairs taking place. If any major structural and mechanical renovations are undertaken within the pool tank or under the pool deck, then the pool would be required to be updated to meet all current code requirements. Note that some items can be safety concerns, and are still highly recommended, though not required. Safety concerns, however, have a liability attached to them, and the owner must review their potential risks.



Description of Terms

The following is a list of some of the subjective terms used in this report to describe the observed condition of the various elements:

- Good condition:** The element is an original installation or, has recently been installed/replaced, with no visible reduction in anticipated performance, and should remain serviceable for several more years, provided that proper maintenance is performed on a regular basis.
- Fair condition:** The element is in a condition which is typical of its age or, based on use or location has been exposed to duress which has accelerated its typical serviceable life expectancy. However, it is expected to achieve its full-service life provided that proper maintenance is performed on a regular basis.
- Poor condition:** The element is nearing or at the end of its useful service life or, has been poorly maintained/serviced and should be replaced/repared in the near future.

Priority Levels

- Immediate** = the current condition compromises the integrity of the structure/system/component and we recommend immediate action be taken to ensure public safety. [Immediately address]
- High** = the current condition does not pose immediate life safety concerns, but plans should be initiated without delay to repair or replace the element/system/component before the condition deteriorates further. [Address within next 0 to 12 months]
- Medium** = the current condition does not yet affect the integrity of the structure/system/component but the condition should be addressed to prevent future deterioration and extend the service life of the structure/system/component. [Address within 1 - 3 years]
- Low** = the observed condition is considered minor in nature or is in the initial stages of deterioration but does not yet reduce the intended performance of the structure/system/component. [Re-assess in 2 years and budget for potential repairs in 3 - 5 years]
- Monitor** = Building maintenance staff to review periodically to monitor issue. Contact professional consultant immediately if issue appears to be escalating.

Cost estimate:

Cost estimates provided in this report are intended only as an indication of the order of magnitude of the remedial work. More precise cost estimates would require additional investigations, possibly including more detailed examination to better define the scope of work. This additional scope was not part of the work carried out under this review as approved by the Client.

The most reliable cost of a repair or replacement is provided by qualified contractors quoting competitively on an accurately defined scope of work as well as drawings and specifications.

The cost estimates provided herein do not include engineering or consulting costs to prepare design, specifications or drawings for the remedial work, tendering, contract administration or field review as well as do not include any permit fees, hazardous materials surveying or abatement, contract management, contingencies or loss of use costs. It is assumed that the building owner/manager has a prudent level of ongoing maintenance and this will continue to be carried out.

Pool Information (Table A)

AQUATIC DESIGN DATA		
	Large Pool	Small Pool
Shape	Rectangle	Rectangle
Capacity (US GAL)	317,006	37,512
Pool Turnover Time (Current Code Requirments)	4.00	4.00
Pool Turnover Time (Actual Hrs) (Cap. / Actual flow rate / 60)	7.34	3.13
Flow Rate (Required) (US GPM) (Cap / time req'd / 60)	1320.86	156.30
Flow Rate (Actual) (US GPM)	720.0	200.0
Filtration Rate (Required) (US GPM/sq ft)	15.00	15.00
Filtration Rate (Actual) (flow rate actual / filter area actual)	13.48	10.53
Filter Area (Required) (Sq.ft) (Req'd flow rate / Req'd filtration rate)	88.06	10.42
Filter Area (Actual) (Sq. Ft.)	53.40	19.00
Filter Type	Pressure Sand	Pressure Sand
Filter Model / Size	Penair THS4296	Pentair TSH3484
Filter Quantity	2 Total	1 Total

Overview Observations

1) Large Pool Recirculation and Filtration System Rates:

a) FLOW RATE:

Current code requirements (3.11.8.1.5) states that a pools turnover time for a Class A facility (Public Pool) is minimum every 4 hours (6 turnovers a day.)

The current flow rates for the existing Pool is approximately 720 GPM. This flow rate achieves a turnover rate of 7.34 hours (3.27 turnovers per day). This flow rate does not meet current code requirements for a Swimming Pool. (Refer to Table A).

Condition: Fair
Priority: Medium
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool

b) FILTRATION FLOW RATE:

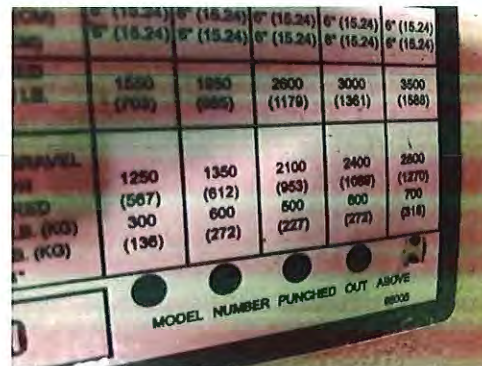
A typical Sand Filter requires a minimum filtration rate of 15 GPM / Sq. Ft. to provide proper cleaning and filtering of the pool water, and an ideal rate of between 10 and 12 GPM/Sq. Ft.

Using the current flow rate (which is not code-compliant), given the size and flow rate for this pool, the system is currently operating at 13.48 GPM/sq. ft., which is under the minimum required, but higher than the desired filtration rate. This current rate is, while not providing an excellent filtration rate, is still above the required minimum, providing an overall good level of filtration. (Refer to Table A).

Condition: Good - for Current Flow Rate
Priority: Medium
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the filtration system would need to be upgraded to have a minimum total minimum filter area of 116 sq ft, which would achieve a similar filtration rate of 13.79 GPM / Sq. Ft.



c) **MAIN DRAINS**

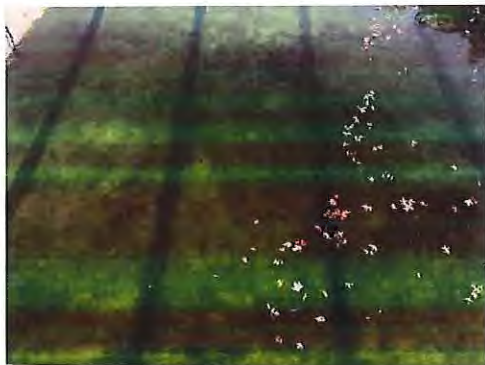
There are two 18"x18" pool main drains noted by staff in the deep end of the pool. We were visually unable to inspect these drains, as they were underwater and covered in leaves. Current industry safety standards regarding main drain anti-entrapment require pools to have anti-entrapment "unblockable" drain covers installed. An "Unblockable drain" includes a suction outlet defined as all components, including the sump and/or body, cover/grate, and hardware such that its perforated (open) area cannot be shadowed by the area of the 18"x23" Body Blocking Element of ASME/ANSI A112.19.8-2007. The drains that were currently installed in the deep end appeared to meet this requirement.

There were also multiple suction ports along the shallow portion of the Pool, which had a rated maximum flow of 64 GPM each. These drains did not appear to meet current standards of ASME/ANSI A112.19.8-2007 for anti-entrapment, and appeared to be undersized for the flow that the system currently operates under.

Condition:	Deep End - Unable to Verify Shallow End - Poor
Priority:	Deep End - High (if not "Unblockable") Shallow End - High
Current Code Compliant:	Deep End - Shallow End - No

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the main drain sumps and covers would need to be upgraded to meet the increased suction flow and velocity that would be passing through them. A maximum velocity of 1.5 ft/second is required at both main drains, assuming full flow through each. It would be recommended in this case to abandon the shallow drains (plug and cap) and installed two large 18"x36" VGBA approved sumps and covers in the deep end to replace the current 18"x18" drains.



d) **SKIMMERS**

This pool is currently operating as a skimmer recirculation system, with 14 skimmers located around the perimeter of the tank. The skimmers installed did not have skimmer mouth covers installed. As per OBC section 3.11.8.1(14), "...all fitting at or below the water surface that allow water and/or air to be passed to or from the public pool shall,

- (a) Have a maximum opening of 7mm in one direction, and
- (b) Be securely held in place by corrosion resistance fastening that require a tool for removal and are galvanically compatible with the fittings and grilles or covers."

This system is currently providing adequate cleaning the way of surface skimming, under the current flow rate.

Condition: Good
Priority: High
Current Code Compliant: No (requires skimmer grilles to meet code)



2) Small Pool Recirculation and Filtration System Rates:

a) FLOW RATE:

Current code requirements (3.11.8.1.5) states that a pool's turnover time for a Class A facility (Public Pool) is minimum every 4 hours (6 turnovers a day.)

The current flow rates for the existing Pool is approximately 200 GPM. This flow rate achieves a turnover rate of 3.13 hours (7.67 turnovers per day). This flow rate meets all current regulation standards for a Class A Public Pool.
(Refer to Table A).

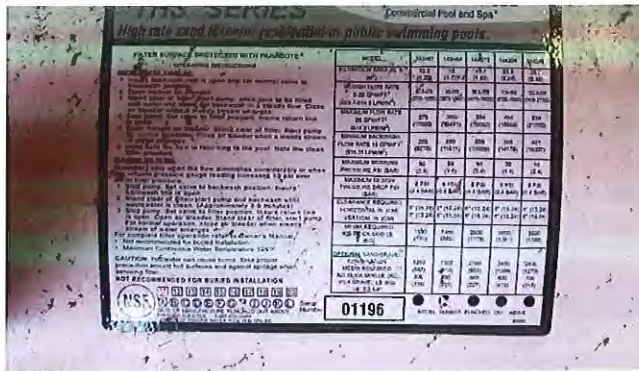
Condition: Good
Priority: Low
Current Code Compliant: Yes

b) FILTRATION FLOW RATE:

A typical Sand Filter requires a minimum filtration rate of 15 GPM / Sq. Ft. to provide proper cleaning and filtering of the pool water, and an ideal rate of between 10 and 12 GPM/Sq. Ft. These filters have a maximum allowable filtration rate of 20 GPM/Sq. Ft.

Using the current flow rate (which is code-compliant), given the size and flow rate for this pool, the system is currently operating at 10.53 GPM/sq. ft., which is well under the maximum allowed by NSF standards, and well within the desired filtration rate. This current rate is providing a high quality of filtration, even when considering the use and ages of patrons this pool sees on a regular basis.
(Refer to Table A).

Condition: Good
Priority: Low
Current Code Compliant: Yes



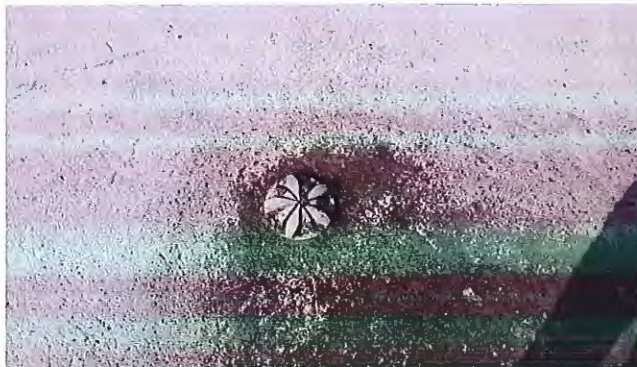
c) MAIN DRAIN:

There is one small pool main drain in the middle of the deep end in the small pool. The drain appears to be very old, and is the only suction port located in the floor of the pool. The drain has been noted by staff to be typically closed and is only used to drain the pool. Since this port is not part of the recirculation system, it does not pose a risk of entrapment, as there typically would be no flow coming from the port.

As the port cover is quite old, it is recommended that a replacement is installed which complies with Anti-entrapment "unblockable" standards, to aid in avoiding potential major injury in the event that the drain should unintentionally become operational at a time when swimmers are in the pool.

As per OBC section 3.11.8.1(18), "Except for skimmers and gutters, all submerged suction and gravity fittings shall be clearly and permanently marked with a 50 mm wide band in a contrasting colour."

Condition: Poor
Priority: High
Current Code Compliant: No



d) SKIMMERS

This pool is currently operating as a skimmer recirculation system, with 8 skimmers located around the perimeter of the tank. The skimmers installed did not have skimmer mouth covers installed. As per OBC section 3.11.8.1(14), "...all fitting at or below the water surface that allow water and/or air to be passed to or from the public pool shall,

- (c) Have a maximum opening of 7mm in one direction, and
- (d) Be securely held in place by corrosion resistance fastening that require a tool for removal and are galvanically compatible with the fittings and grilles or covers."

As the skimmers are the only form of suction from this pool, having the skimmer grilles to act as an anti-entrapment device is very important.

This system is currently providing adequate cleaning the way of surface skimming, under the current flow rate.

It was also noted that one of the skimmer mouths have a steel lining with the skimmer mouth, which has become severely corroded. This steel should be removed prior to installing the skimmer grille, to avoid small sharp particle of corroded steel entering the pool basin.

Condition: Good (apart from one skimmer mouth under the ramp)
Priority: High
Current Code Compliant: No (requires skimmer grilles to meet code)



3) Large Pool Recirculation System Equipment Condition Observations:

a) PUMP

The pool recirculation pumps are dual 7.5HP, 3 Phase, 230 V pumps, each operating at the same time. These pumps were noted to be in good condition. Although there was some minor corrosion noted on the motor of the pumps, they were otherwise noted to be in generally good operating condition.

These pumps would not be large enough to produce the increase flow rate required to meet current code requirements regarding turnover times (1600 GPM)

Condition: Good
Priority: Low
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. This flow rate would require a larger pump (or two larger pumps) such as a single 40 HP @ 70' TDH, or dual 20 HP pumps.



P/N 340032
 PMP E0750 W/POT 1PH 6KA
 SERIAL NO. 0370217110008S
 DATE 08/05/2011
 CONTAINER ID SITE E
 42288277

FILTERS

The pool filtration system consists of two (2) Pentair THS2496 Horizontal Pressure Sand Filters, with have a combined filtration area of 53.4 sq ft. and are rated for a maximum 534 GPM flow rate each.

The filter tanks themselves, as well as the related face piping, are in good physical condition and were noted by staff to be in good operational condition.

Condition: Good
Priority: Low
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the filters would need to be upgraded to have a minimum recommendation filter area of 116 sq ft (total), which would achieve a filtration rate of 13.79 GPM / Sq. Ft



b) PIPING, SUPPORTS, VALVES

All piping was visually inspected for the pool, along with piping supports, connections, and valves.

All piping appeared to be sized properly for the pool recirculation specific flow rate and was all supported properly to prevent sagging and prolong the life of the piping system.

The piping itself was a mix of PVC Schedule 40 and PVC Schedule 80. Schedule 80 is preferred for exposed piping, as it has stronger characteristics (thicker walls) to help avoid accidental damage causing breaks or leaks.

All piping was labeled with arrows and system type.

Valves tags were not present.

Condition: Good
Priority: Low
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the piping would need to be upgraded to meet current code requirements for maximum velocity through piping. 12" suction piping (6 ft/sec) and 10" pressure piping (10 ft/sec) would be required.



c) AUTOMATIC CHEMICAL CONTROLLER

The pool sanitation system is operated by an Automatic Chemical ORP/PH digit controller. The system had been winterized, but was noted by staff to be in good operational condition. There are also automatic feeds pumps that were being controlled by the chemical controller, which has also been winterized, but were noted to be in good operation condition.

The presence of these feeders and controller meet the OBC requirements of section 3.11.8.1(8), which requires the use of an automatic chemical controller to continuously disinfect the water of a public pool.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



d) CHEMICAL FEED LINES / SAMPLE LINES

The chemical feed lines consist of poly clear tubing for each of the sample line, acid feed line, and chlorine feed line. The tubing is properly fastened to the wall and appears to be in good condition.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes

e) CHLORINE AND ACID TANKS

The current sanitation system gets its chemicals directly from the chemical storage tanks. The tanks themselves appeared to be in good overall condition, and were labeled as required.

The tanks were not double wall, sealed top containment tanks, and were not vented separately to the exterior. This could create undesired fumes from the tanks to enter the mechanical room and cause corrosion. The room little to no present in the space itself, so the fumes appear to under control, so replacing these tanks will be noted as a low priority item.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



f) WATER LEVEL CONTROLLER

There was no automatic water level controller installed at this location. Currently, the water level is manually controller by the operation staff.

As per OBC section 3.11.8.1(7), *"all pools shall be provided with automatic make-up water devices and provided with water meters to register the volume of all make-up water added to a public pool or its recirculation system."*

As this is a grandfathered condition and does not affect health and safety, it is marked as a low priority item.

Condition:	N/A
Priority:	Low
Current Code Compliant:	No

4) Small Pool Recirculation System Equipment Condition Observations:

a) PUMP

The small pool recirculation pump is a 5HP, 1 Phase, 230 V pump, and was noted to be in good condition. Although there was some minor corrosion noted on the motor of the pump, the pump was otherwise noted to be in generally good operating condition.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes

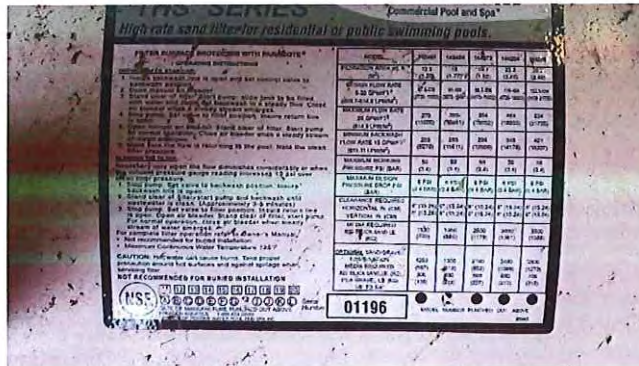


b) FILTERS

The small pool filter system consists of one (1) Pentair THS3484 Horizontal Pressure Sand Filter, with have a filtration area of 19 sq ft. and are rated for a maximum 380 GPM flow rate.

The filter tank itself, as well as the related face piping, are in good physical condition and were noted by staff to be in good operational condition.

Condition: Good
Priority: High
Current Code Compliant: Yes



c) PIPING, SUPPORTS, VALVES

All piping was visually inspected for the pool, along with piping supports, connections, and valves.

All piping appeared to be sized properly for the pool recirculation specific flow rate and was all supported properly to prevent sagging and prolong the life of the piping system.

The piping itself was a MIX of Schedule 40. And flex pipe. Schedule 80 is preferred for exposed piping, as it has stronger characteristics (thicker walls) to help avoid accidental damage causing breaks or leaks.

All piping was not labeled with arrows and system type.

Valves tags were not present.

Condition: Good
Priority: Low
Current Code Compliant: Yes



d) AUTOMATIC CHEMICAL CONTROLLER

The small pool sanitation system is operated by an Automatic Chemical controller. The system had been winterized but was noted by staff to be in good operational condition. There are also automatic feeds pumps that were being controlled by the chemical controller, which has also been winterized, but were noted to be in good operation condition.

The presence of these feeders and controller meet the OBC requirements of section 3.11..8.1(8), which requires the use of an automatic chemical controller to continuously disinfect the water of a public pool.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



e) CHEMICAL FEED LINES / SAMPLE LINES

The chemical feed lines consist of poly tubing for each of the sample line and chlorine feed line. The tubing is properly connected to the recirculation system and appears to be in good condition.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes

f) WATER LEVEL CONTROLLER

There was no automatic water level controller installed at this location. Currently, the water level is manually controlled by the operation staff.

As per OBC section 3.11.8.1(7), *"all pools shall be provided with automatic make-up water devices and provided with water meters to register the volume of all make-up water added to a public pool or its recirculation system."*

As this is a grandfathered condition and does not affect health and safety, it is marked as a low priority item.

Condition: N/A
Priority: Low
Current Code Compliant: No

4) Large Pool Tank and Deck Finishes

a) TANK PAINT FINISH

The Large Pool finish was inspected and was noted to be in very good overall condition. An Epoxy Paint finish appears to have been applied at this location applied to the entire tank and is light in color with proper contrasting markings around drains, steps, and other required areas as per OBC.

Condition: Good
Priority: Low
Current Code Compliant: Yes



b) DECK CONCRETE FINISH

The Pool concrete deck finish was inspected and was noted to be very uneven in various locations around the pool, specifically due to the paver stones covering the buried piping. These stones and supports have sunk slightly over time and have created large gaps (up to 2" in some locations) and uneven conditions all around the pool deck. These conditions create toe stub hazards, fall hazards, and promote water ponding and algae growth.

As per OBC requirements 3.11.3.1(9), *"public pool shall be surrounded by a hard-surfaced pool deck that shall,*

(a) be not less than 1 800 mm wide,

(b) in the case of an outdoor pool, be sloped away from the pool to waste drains or to adjacent lower ground at a slope of between 2% and 4%".

The existing deck does not provide proper slope off of the deck at all locations. The existing water will run down into the piping trench, which in turn creates further erosion of the area.

Condition: Poor
Priority: Medium
Current Code Compliant: No (not in all locations)



c) POOL TANK RECESSED STEPS

The large Pool had seven (7) three-tread recessed steps with grab rails located around the pool perimeter. The grab rails themselves were in good conditions, with no noted issues. The recessed steps were cracked and peeling in most locations, and presented as a potential injury issue due to this. It is recommended that the recessed steps are chipped out, removed, and replaced with new to avoid potential injury on these steps.

Condition: Poor
Priority: Medium
Current Code Compliant: Yes





5) Small Pool Tank and Deck Finishes

d) TANK PAINT FINISH

The Small Pool finish was inspected and was noted to be in very good overall condition. An Epoxy Paint finish appears to have been applied at this location applied to the entire tank and is light in color with proper contrasting markings around drains, steps, and other required areas as per OBC.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



e) DECK CONCRETE FINISH

The Small Pool concrete deck finish was inspected and was noted to be in generally good condition. The concrete appeared to be level around the pool, sloping away as required. Minor shifting and movement was noted, but the concrete around the crack did not present any tripping or injury hazards, and the joints were all well caulked.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



6) Large Pool Deck Accessories

a) DIVE STAND

There is a Dive Stand located in the deep end of the Large Pool. The stand was inspected, and though it appeared to be an old/original dive stand base with some minor surface corrosion, overall, the stand appears to be in fair condition. The stainless steel rails mounted to the base were in very good condition, with no corrosion noted. The painted base had some minor corrosion which should be sanded down and repainted to avoid further degradation and staining.

Condition:	Fair
Priority:	Low
Current Code Compliant:	Yes (stand itself)



b) STAIR/RAMP RAILS

There were stair rails installed at the shallow end sets of steps into the pool. The rails were inspected and appeared to be in overall good condition. There was no corrosion noted at the time of inspection, and the rails were securely embedded into the concrete steps.

There were also ramp and deck rails installed at the accessibility ramp into the pool. The ramp and deck rails were inspected and appeared to be in overall good condition. There was no corrosion noted at the time of inspection, and the rails were securely embedded into the concrete steps.

There were also grab rails located around the deck for the recessed/embedded ladder treads. These rails were also in good overall condition. It was noted however that one grab rail (by the

entry steps has become obsolete and should be removed to prevent patrons from swinging on it, and to allow more room and the entry to the steps.

Condition: Good
Priority: Low
Current Code Compliant: Yes



7) Small Pool Deck Accessories

a) STAIR/RAMP RAILS

There were stair rails installed at the shallow end sets of steps into the pool. The rails were inspected and appeared to be in overall good condition. There was no corrosion noted at the time of inspection, and the rails were securely embedded into the concrete steps.

There were also ramp and deck rails installed at the accessibility ramp into the pool. The ramp and deck rails were inspected and appeared to be in overall good condition. There was no corrosion noted at the time of inspection, and the rails were securely embedded into the concrete steps.

There were also grab rails located around the deck for the recessed/embedded ladder treads. These rails were also in good overall condition. It was noted however that one grab rail (by the entry steps has become obsolete and should be removed to prevent patrons from swinging on it, and to allow more room and the entry to the steps.

Condition: Good
Priority: Low
Current Code Compliant: Yes



Required / Recommended Action

Large Pool Recirculation and Filtration System Rates:

a) Required Action:

- 1) The existing mains drain covers in the shallow portion of the pool are to be replaced with updated domed unblockable "sumpless" covers (each). This will help ensure all current code, safety, and industry standards are being met regarding main drain anti-entrapment conditions.

Overall Recommended Priority: High

Cost Estimate: \$2,500 - \$3,500

- 2) This pool is currently operating as a skimmer recirculation system, with 14 skimmers located around the perimeter of the tank. The skimmers installed did not have skimmer mouth covers installed. All skimmers are to have OBC complaint grilles installed, to bring them all into compliance with OBC section 3.11.8.1(14).

Overall Recommended Priority: High

Cost Estimate: \$10,000 - \$14,000

b) Recommended Action:

- 1) The current system does not meet the minimum requirements of the current Code and Regulations in regard to flow rates/turnover time. Upgrading the system to achieve a higher flow rate would involve major renovations, including upgraded filters, pumps, piping (below grade and exposed) main drains, wall return, skimmer ports, etc.

This is a "grandfathered" condition and upgrading the system to meet current standards is not a requirement. However, meeting current code standards regarding water quality and healthiness should always be considered a high priority when upgrades are being considered. If a upgrade to the system of this magnitude were to take place, replacement of the entire pool tank should be a major consideration, given the age and operational issues to achieve a properly operating recirculation/filtration system and meet all current code and health regulations.

Overall Recommended Priority: High

Cost Estimate: \$650,000 - \$750,000

- 2) The existing mains drain covers in the deep portion of the pool are to be inspected, and if they are below the size of 23" x 18" (each) and not domed, these drain covers are to be replaced with Unblockable domed drain covers. This will ensure all current code, safety, and industry standards are being met regarding main drain anti-entrapment conditions.

Overall Recommended Priority: High (If not domed "unblockable")

Cost Estimate: \$2,500 - \$3,500

Small Pool Recirculation and Filtration System Rates:

a) Required Action:

- 1) There is one small pool main drain in the middle of the deep end in the small pool. The drain appears to be very old, and is the only suction port located in the floor of the pool. The drain has been noted by staff to be typically closed and is only used to drain the pool.

Since this port is not part of the recirculation system, it does not pose a risk of entrapment, as there typically would be no flow coming from the port. However, if the drain were to be left opened mistakenly while children were in the pool, this would create a suction entrapment hazard. It is recommended that an anti-entrapment "unblockable" sumpless main drain cover is installed at this location, to eliminate any possible suction entrapment hazard.

Overall Priority: High

Cost Estimate: \$1,000 - \$1,500

- 2) This pool is currently operating as a skimmer recirculation system, with 8 skimmers located around the perimeter of the tank. All skimmers are to have OBC complaint grilles installed, to bring them all into compliance with OBC section 3.11.8.1(14).

Overall Priority: High

Cost Estimate: \$7,000 - \$8,000

1) Recommended Action:

- 1) It was noted that one of the skimmer mouths have a steel lining with the skimmer mouth, which has become severely corroded. This steel should be removed prior to installing the skimmer grille, to avoid small sharp particle of corroded steel entering the pool basin.

Overall Priority: Medium

Cost Estimate: In House Maintenance

Large Pool Recirculation System Equipment Condition Observations

a) Required Action:

- 1) It was noted during the inspection that the Vacuum system was still connected within the pool mechanical room. Direct pool Vacuuming system connected with the recirculation pump or other pumping system that connects directly into the pool tank are not allow as per current OBC standards and must be disconnected (no grandfathering allowed of this condition). The current vacuum connection must be disconnected, and the port plugged at the pool tank.

Overall Recommended Priority: High

Cost Estimate: Negligible – Pool Maintenance Staff

2) Recommended Action:

- 1) The current system does not meet the minimum requirements of the current Code and Regulations in regard to flow rates/turnover time, though it is not far off. Upgrading the system to achieve a higher flow rate would involve major renovations, including upgraded filters, pumps, piping (below grade and exposed) main drains, wall return, skimmer ports, etc.

If a upgrade to the system of this magnitude were to take place, replacement of the entire pool tank should be a major consideration, given the age and operational issues -- specifically skimming requirements discussed below -- to achieve a properly operating recirculation/filtration system and meet all current code and health regulations.

Overall Recommended Priority: High

Cost Estimate: \$650,000 - \$750,000

- 2) Installing a water level controller would help the facility maintain a proper water level throughout the day, as well as decrease required maintenance hours, and bring the code into compliance with OBC section 3.11.8.1(7).

Overall Recommended Priority: Low

Cost Estimate: \$4,500 - \$6,000

- 3) Installing closed top chemical tanks, vented to the exterior of the building, would help eliminate harmful fumes being released or leaking out into the mechanical space. These fumes will cause corrosion to form on metallic items within the pool equipment room, such as pumps, electrical panels, conduits, pipe supports, etc., and decrease these items lifespan.

Overall Recommended Priority: Low

Cost Estimate: \$3,500 - \$5,500

Small Pool Recirculation System Equipment Condition Observations

a) Required Action: None

b) Recommended Action:

- 1) Installing a water level controller would help the facility maintain a proper water level throughout the day, as well as decrease required maintenance hours, and bring the code into compliance with OBC section 3.11.8.1(7).

Overall Recommended Priority: Low

Cost Estimate: \$4,500 - \$6,000

Large Pool Tank and Deck Finishes

a) Required Action: None

b) Recommended Action:

- 1) The Pool concrete deck finish was inspected and was noted to be very uneven in various location around the pool, specifically due to the paver stones covering the buried piping. These stones and supports have sunk slightly over time and have created large gaps (up to 2" in some locations) and uneven conditions all around the pool deck. These conditions create toe stub hazards, fall hazards, and promote water ponding and algae growth. The existing deck does not provide proper slope off of the deck at all locations. It is recommended that the supporting system of the deck pavers is re-worked to ensure the pavers themselves are suiting flush with the surrounding deck, and that there are no large gaps between the supports, the pavers, and the existing deck.

Overall Recommended Priority: Medium

Cost Estimate: \$75,00 - \$135,000

- 2) The large Pool had seven (7) three-tread recessed steps with grab rails located around the pool perimeter. The grab rails themselves were in good conditions, with no noted issues. The recessed steps were cracked and peeling in most locations, and presented as a potential injury issue due to this.

It is recommended that the recessed steps are chipped out, removed, and replaced with new to avoid potential injury on these steps.

Overall Recommended Priority: Medium

Cost Estimate: \$10,000 – \$15,000

Small Pool Tank and Deck Finishes

a) **Required Action: None**

b) **Recommended Action: None**

Large Pool Deck Accessories

a) **Required Action: None**

b) **Recommended Action:**

- 1) There is a Dive Stand located in the deep end of the Large Pool. The stand was inspected, and though it appeared to be an old/original dive stand base with some minor surface corrosion, overall, the stand appears to be in fair condition. The stainless steel rails mounted to the base were in very good condition, with no corrosion noted. The painted base had some minor corrosion which should be sanded down and repainted to avoid further degradation and staining.

Overall Recommended Priority: Low

Cost Estimate: \$1,500 – \$2,000

- 2) It was noted that one grab rail (by the entry steps in the shallow end) has become obsolete and should be removed to prevent patrons from swinging on it, and to allow more room and the entry to the steps.

Overall Recommended Priority: Low

Cost Estimate: \$1,500 – \$2,000

Small Pool Deck Accessories

a) **Required Action: None**

b) **Recommended Action: None**

AQUA PLANS

aquatic consultants inc.

Maple Park Pool - Welland

Client

City of Welland

Type of Document

Pool Condition Assessment

Property Name and Address Name

Maple Park Pool

512 S. Pelham Road

Welland, Ontario

Project Number

D20057

Prepared By:

Aqua Plans Aquatic Consultants Inc.

1244 Victoria Street North

Kitchener, Ontario

N2B 3C9

Submitted to:

Peter Boyce

City of Welland

Date Submitted

November 2020

Legal Notification

This Visual Pool Review report was prepared by Aqua Plans Aquatic Consultants Inc. for the account of the *City of Welland*

Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties unless a reliance letter has been addressed to, or otherwise provides reliance to, such third party. Aqua Plans Aquatic Consultants Inc. accepts no responsibility for damages, if any, suffered by any other third party as a result of decisions made or actions based on this report.

Executive Summary

Aqua Plans Aquatic Consultants Inc. was retained by the City of Welland to carry out a Visual Review of the pool tank and mechanical recirculation system components of the Maple Park Pool, located at the 512 S. Pelham Road, in Welland Ontario.

The information presented in this report provides a visual review of the current conditions of the pool's components that were visible and accessible at the time of the review from the ground vantage point. Aqua Plans Aquatic Consultants Inc. has been asked to make recommendations and give opinions based solely on a visual sampling of the existing components in their current condition. Test cuts, coring, design review, quantity surveys, destructive testing or instrument testing were not carried out. Further investigation(s) or additional testing may change current recommendations and opinions.

Our observations are based on the current requirements of the Ontario Building Code (effective date January 1st, 2015), the Ontario Public Pools Regulation 565, as well as best industry practices and safety standards.

All noted code compliance issues are related to current regulation requirements. Since this is an existing pool, all code related items are "grandfathered", and are not required to be met with only minor and cosmetic repairs taking place. If any major structural and mechanical renovations are undertaken within the pool tank or under the pool deck, then the pool would be required to be updated to meet all current code requirements. Note that some items can be safety concerns, and are still highly recommended, though not required. Safety concerns, however, have a liability attached to them, and the owner must review their potential risks.



Description of Terms

The following is a list of some of the subjective terms used in this report to describe the observed condition of the various elements:

- Good condition:** The element is an original installation or, has recently been installed/replaced, with no visible reduction in anticipated performance, and should remain serviceable for several more years, provided that proper maintenance is performed on a regular basis.
- Fair condition:** The element is in a condition which is typical of its age or, based on use or location has been exposed to duress which has accelerated its typical serviceable life expectancy. However, it is expected to achieve its full-service life provided that proper maintenance is performed on a regular basis.
- Poor condition:** The element is nearing or at the end of its useful service life or, has been poorly maintained/serviced and should be replaced/repared in the near future.

Priority Levels

- Immediate** = the current condition compromises the integrity of the structure/system/component and we recommend immediate action be taken to ensure public safety. [Immediately address]
- High** = the current condition does not pose immediate life safety concerns, but plans should be initiated without delay to repair or replace the element/system/component before the condition deteriorates further. [Address within next 0 to 12 months]
- Medium** = the current condition does not yet affect the integrity of the structure/system/component but the condition should be addressed to prevent future deterioration and extend the service life of the structure/system/component. [Address within 1 - 3 years]
- Low** = the observed condition is considered minor in nature or is in the initial stages of deterioration but does not yet reduce the intended performance of the structure/system/component. [Re-assess in 2 years and budget for potential repairs in 3 - 5 years]
- Monitor** = Building maintenance staff to review periodically to monitor issue. Contact professional consultant immediately if issue appears to be escalating.

Cost estimate:

Cost estimates provided in this report are intended only as an indication of the order of magnitude of the remedial work. More precise cost estimates would require additional investigations, possibly including more detailed examination to better define the scope of work. This additional scope was not part of the work carried out under this review as approved by the Client.

The most reliable cost of a repair or replacement is provided by qualified contractors quoting competitively on an accurately defined scope of work as well as drawings and specifications.

The cost estimates provided herein do not include engineering or consulting costs to prepare design, specifications or drawings for the remedial work, tendering, contract administration or field review as well as do not include any permit fees, hazardous materials surveying or abatement, contract management, contingencies or loss of use costs. It is assumed that the building owner/manager has a prudent level of ongoing maintenance and this will continue to be carried out.

Pool Information (Table A)

CURRENT DESIGN DATA			
	LARGE POOL (Current Flow Rate)	SMALL POOL	LARGE POOL (Compliant Flow Rate) Current Mechanical Room Capability
Capacity (US GAL)	374,930	31,166	374,930
Pool Turnover Time (NEW Code Minimum)	4.00	4.00	4.00
Pool Turnover Time (Design Time) (Cap. / Actual flow rate / 60)	5.31	1.77	3.91
Flow Rate (Min. Required) (Cap / time req'd / 60)	1562.21	129.86	1562.21
Flow Rate (Design Actual) US GPM	1177.0	294.0	1600.0
Filtration Rate (Min. Required) US GPM/sq ft	15.00	15.00	15.00
Filtration Rate (Actual) (flow rate actual / filter area actual)	10.15	10.14	13.79
Filter Area (Required) (flow rate req'd / filter rate req'd)	78.47	8.66	106.67
Filter Type	High Rate Sand	High Rate Sand	High Rate Sand
Filter Area (Actual) sq ft	116.00	29.00	116.00
Filter Size	4 x Fluidra 48290-050	1 x Fluidra 48290-050	4 x Fluidra 48290-050

Overview Observations

1) Large Pool Recirculation and Filtration System Rates:

a) FLOW RATE:

Current code requirements (3.11.8.1.5) states that a pool's turnover time for a Class A facility (Public Pool) is minimum every 4 hours (6 turnovers a day.)

The current flow rates for the existing Pool is approximately 1177 GPM. This flow rate achieves a turnover rate of 5.31 hours (4.52 turnovers per day). This flow rate does not meet current code requirements for a Swimming Pool. (Refer to Table A).

Condition: Good – for current flow rate
Priority: Low
Current Code Compliant: No

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. The existing mechanical room has already been upgraded to accommodate this flow. All piping, inlets and outlets outside of the pool mechanical room would need to be upgraded to allow for this increased flow rate.

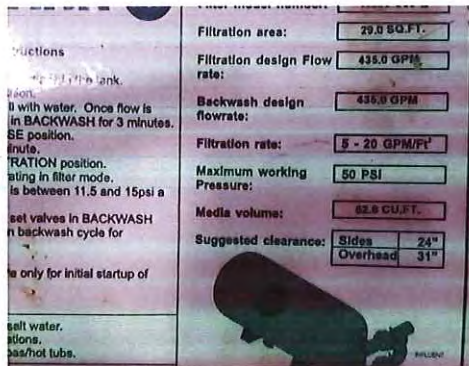
b) FILTRATION FLOW RATE:

A typical Sand Filter requires a minimum filtration rate of 15 GPM / Sq. Ft. to provide proper cleaning and filtering of the pool water, and an ideal rate of between 10 and 12 GPM/Sq. Ft.

Using the current flow rate (which is not code-compliant), given the size and flow rate for this pool, the system is currently operating at 10.35 GPM/sq. ft., which is under the minimum required, and within the desired filtration rate. This current rate is providing an excellent filtration rate. (Refer to Table A).

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the existing filtration system has been sized to accommodate this, and would achieve a filtration rate of 13.79 GPM / Sq. Ft. (Refer to Table A)

Condition: Good
Priority: Low
Current Code Compliant: Yes



c) MAIN DRAINS

There are three 12"x12" pool main drains noted by staff in the deep end of the pool. We were visually unable to inspect these drains, as they were underwater and covered in leaves. The three main drains were noted to be not properly spaced as per OBC requirements (4' minimum from edge to edge of cover grate). Current industry safety standards regarding main drain anti-entrapment require pools to have anti-entrapment "unblockable" drain covers installed. An "Unblockable drain" includes a suction outlet defined as all components, including the sump and/or body, cover/grate, and hardware such that its perforated (open) area cannot be shadowed by the area of the 18"x23" Body Blocking Element of ASME/ANSI A112.19.8-2007.

There were also two (x2) 12"x12" drain down drains located in the shallow area of the pool basin, prior to the deep end slope break. These drains did not appear to meet current standards of ASME/ANSI A112.19.8-2007 for anti-entrapment.

Condition:	Deep End - Unable to Verify Shallow End - Poor
Priority:	Deep End - High (if not "Unblockable") Shallow End - High
Current Code Compliant:	Deep End - Unable to Verify Shallow End - No

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the main drain sumps and covers would need to be upgraded to meet the increased suction flow and velocity that would be passing through them. A maximum velocity of 1.5 ft/second is required at both main drains, assuming full flow through each. It would be recommended in this case to abandon the shallow drains (plug and cap) and install two large 18"x36" VGBA approved sumps and covers in the deep end to replace the current 12"x12" drains.



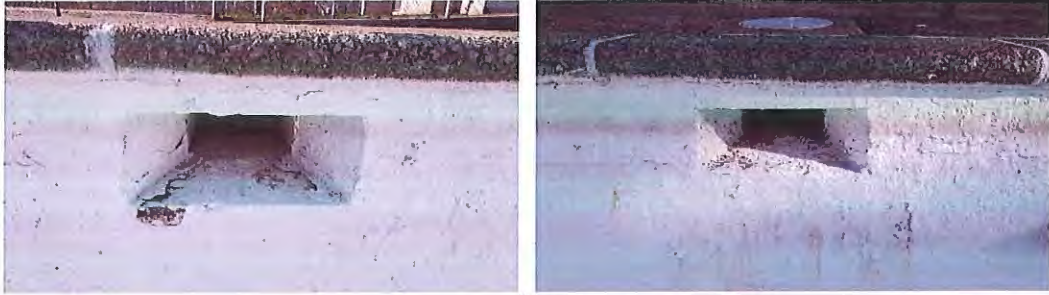
d) SKIMMERS

This pool is currently operating as a skimmer recirculation system, with 16 skimmers located around the perimeter of the tank. The skimmers installed did not have skimmer mouth covers installed. As per OBC section 3.11.8.1(14), "*...all fitting at or below the water surface that allow water and/or air to be passed to or from the public pool shall,*

- (a) *Have a maximum opening of 7mm in one direction, and*
- (b) *Be securely held in place by corrosion resistance fastening that require a tool for removal and are galvanically compatible with the fittings and grilles or covers."*

This system is currently providing adequate cleaning the way of surface skimming, under the current flow rate.

Condition: Good
Priority: High
Current Code Compliant: No (requires skimmer grilles to meet code)



2) Small Pool Recirculation and Filtration System Rates:

a) FLOW RATE:

Current code requirements (3.11.8.1.5) states that a pool's turnover time for a Class A facility (Public Pool) is minimum every 4 hours (6 turnovers a day.)

The current flow rates for the existing Pool is approximately 294 GPM. This flow rate achieves a turnover rate of 1.77 hours (13.55 turnovers per day). This flow rate meets all current regulations and standards for a Class A Public Pool. (Refer to Table A).

Condition: Good
Priority: Low
Current Code Compliant: Yes

b) FILTRATION FLOW RATE:

A typical Sand Filter requires a minimum filtration rate of 15 GPM / Sq. Ft. to provide proper cleaning and filtering of the pool water, and an ideal rate of between 10 and 12 GPM/Sq. Ft. These filters have a maximum allowable filtration rate of 20 GPM/Sq. Ft.

Using the current flow rate (which is code-compliant), given the size and flow rate for this pool, the system is currently operating at 10.14 GPM/sq. ft., which is well under the maximum allowed by NSF standards, and well within the desired filtration rate. This current rate is providing a high quality of filtration, even when considering the use and ages of patrons this pool sees on a regular basis.

(Refer to Table A).

Condition: Good
Priority: Low
Current Code Compliant: Yes



c) MAIN DRAIN:

There were two 12"x12" Unblockable drains installed at the time of inspection within the small pool. The drains appeared to have been recently installed and were in good operating condition.

As per OBC section 3.11.8.1(18), "*Except for skimmers and gutters, all submerged suction and gravity fittings shall be clearly and permanently marked with a 50 mm wide band in a contrasting colour.*"

The existing drains did not have a contrasting band painted around them.

Condition:	Good
Priority:	Low
Current Code Compliant:	No (just missing contrasting band)



d) SKIMMERS

This pool is currently operating as a skimmer recirculation system, with 8 skimmers located around the perimeter of the tank. The skimmers installed did not have skimmer mouth covers installed. As per OBC section 3.11.8.1(14), "*...all fitting at or below the water surface that allow water and/or air to be passed to or from the public pool shall,*

(c) Have a maximum opening of 7mm in one direction, and

(d) Be securely held in place by corrosion resistance fastening that require a tool for removal and are galvanically compatible with the fittings and grilles or covers."

As the skimmers are the only form of suction from this pool, having the skimmer grilles to act as an anti-entrapment device is very important.

This system is currently providing adequate cleaning the way of surface skimming, under the current flow rate.

Condition:	Good
Priority:	High
Current Code Compliant:	No (requires skimmer grilles to meet code)



3) Large Pool Recirculation System Equipment Condition Observations:

a) PUMP

The pool recirculation pump as a dual 40 HP, 3 Phase, 208 V pump, connect to a VFD. This pump was noted to be in good condition and was installed 4 year prior.

This pump would be large enough to produce the increase flow rate required to meet current code requirements regarding turnover times (1600 GPM), and the VFD would simply need to be reprogrammed to increase the flow rate.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



FILTERS

The pool filtration system consists of four (4) Fluidra 48290-050 Horizontal Pressure Sand Filters, which have a combined filtration area of 116.0 sq ft. and are rated for a maximum 435 GPM flow rate each.

The filter tanks themselves, as well as the related face piping, are in good physical condition and were noted by staff to be in good operational condition. These were installed 4 years prior to this inspection.

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, the existing filtration system has been sized to accommodate this, and would achieve a filtration rate of 13.79 GPM / Sq. Ft. (Refer to Table A)

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



b) PIPING, SUPPORTS, VALVES

All piping was visually inspected for the pool, along with piping supports, connections, and valves.

All piping appeared to be sized properly for the pool recirculation specific flow rate and was all supported properly to prevent sagging and prolong the life of the piping system.

The piping itself was a PVC Schedule 80. Schedule 80 is preferred for exposed piping, as it has stronger characteristics (thicker walls) to help avoid accidental damage causing breaks or leaks.

All piping was labeled with arrows and system type.

Valves tags were present.

Upgrade Note:

A minimum flow rate of 1600 GPM would be required to meet current code and standards for a Class A Public Pool. If this were the case, all buried piping would need to be upgraded to meet current code requirements for maximum velocity through piping. 12" suction piping (6 ft/sec) and 10" pressure piping (10 ft/sec) would be required. The existing exposed piping in the mechanical has already been upgraded to meet this requirement.

Condition:	Good
Priority:	Low
Current Code Compliant:	Exposed – Yes
	Buried - No



c) AUTOMATIC CHEMICAL CONTROLLER

The pool sanitation system is operated by an Automatic Chemical ORP/PH digit controller. The system had been winterized, but was noted by staff to be in good operational condition. There are also automatic feeds pumps that were being controlled by the chemical controller, which has also been winterized, but were noted to be in good operation condition.

The presence of these feeders and controller meet the OBC requirements of section 3.11.8.1(8), which requires the use of an automatic chemical controller to continuously disinfect the water of a public pool.

Condition: Good
Priority: Low
Current Code Compliant: Yes



d) CHEMICAL FEED LINES / SAMPLE LINES

The chemical feed lines consist of poly clear tubing for each of the sample line, acid feed line, and chlorine feed line. The tubing is properly fastened to the wall and appears to be in good condition.

Condition: Good
Priority: Low
Current Code Compliant: Yes

e) CHLORINE AND ACID TANKS

The current sanitation system gets its chemicals directly from the chemical storage tanks. The tanks themselves appeared to be in good overall condition, and were labeled as required.

The tanks were not double wall, sealed top containment tanks, and were not vented separately to the exterior. This could create undesired fumes from the tanks to enter the mechanical room and cause corrosion. The room had little to no corrosion present in the space itself, so the fumes appear to be under control, so replacing these tanks will be noted as a low priority item.

Condition: Good
Priority: Low
Current Code Compliant: Yes



f) WATER LEVEL CONTROLLER

There was no automatic water level controller installed at this location. Currently, the water level is manually controller by the operation staff.

As per OBC section 3.11.8.1(T), *"all pools shall be provided with automatic make-up water devices and provided with water meters to register the volume of all make-up water added to a public pool or its recirculation system."*

As this is a grandfathered condition and does not affect health and safety, it is marked as a low priority item.

Condition: N/A
Priority: Low
Current Code Compliant: No

4) Small Pool Recirculation System Equipment Condition Observations:

a) PUMP

The small pool recirculation pump is a 10HP, 3 Phase, 208 V pump connected to a VFD, and was noted to be in good condition, and was installed 4 year prior. This pump is currently producing a code complaint flow rate.

Condition: Good
Priority: Low
Current Code Compliant: Yes

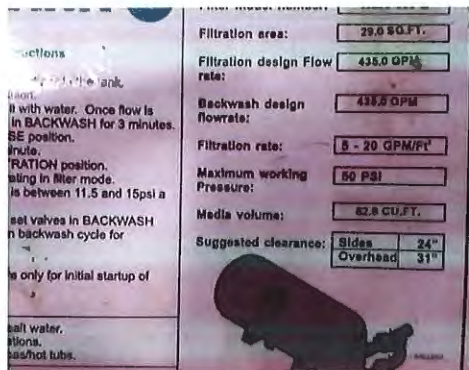


b) FILTERS

The small pool filter system consists of one (1) Fluidra 45290-050 Horizontal Pressure Sand Filter, which has a filtration area of 29 sq ft. and are rated for a maximum 435 GPM flow rate maximum.

The filter tank itself, as well as the related face piping, are in good physical condition and were noted by staff to be in good operational condition.

Condition: Good
Priority: High
Current Code Compliant: Yes



c) PIPING, SUPPORTS, VALVES

All piping was visually inspected for the pool, along with piping supports, connections, and valves.

All piping appeared to be sized properly for the pool recirculation specific flow rate and was all supported properly to prevent sagging and prolong the life of the piping system.

The piping itself was a PVC Schedule 80. Schedule 80 is preferred for exposed piping, as it has stronger characteristics (thicker walls) to help avoid accidental damage causing breaks or leaks.

All piping was labeled with arrows and system type.

Valves tags were present.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



d) AUTOMATIC CHEMICAL CONTROLLER

The small pool sanitation system is operated by an Automatic Chemical controller. The system had been winterized but was noted by staff to be in good operational condition. There are also automatic feeds pumps that were being controlled by the chemical controller, which has also been winterized, but were noted to be in good operation condition.

The presence of these feeders and controller meet the OBC requirements of section 3.11..8.1(8), which requires the use of an automatic chemical controller to continuously disinfect the water of a public pool.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



e) CHEMICAL FEED LINES / SAMPLE LINES

The chemical feed lines consist of poly tubing for each of the sample line and chlorine feed line. The tubing is properly connected to the recirculation system and appears to be in good condition.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



f) WATER LEVEL CONTROLLER

There was no automatic water level controller installed at this location. Currently, the water level is manually controlled by the operation staff.

As per OBC section 3.11.8.1(7), *"all pools shall be provided with automatic make-up water devices and provided with water meters to register the volume of all make-up water added to a public pool or its recirculation system."*

As this is a grandfathered condition and does not affect health and safety, it is marked as a low priority item.

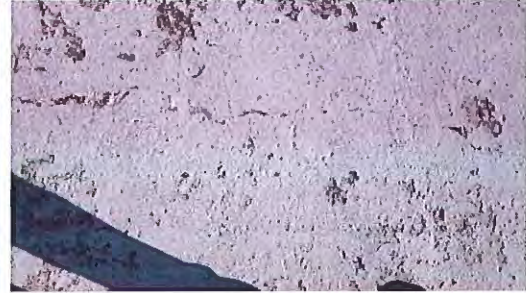
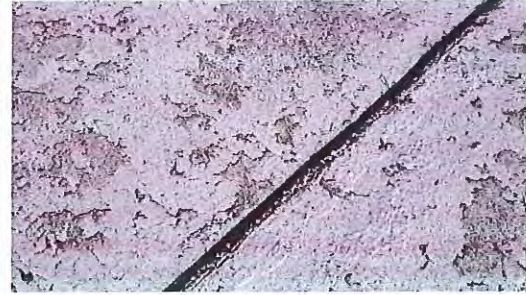
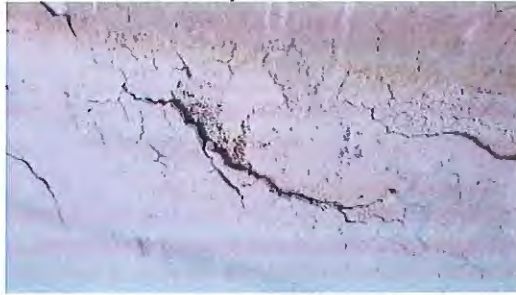
Condition:	N/A
Priority:	Low
Current Code Compliant:	No

4) Large Pool Tank and Deck Finishes

a) TANK PAINT FINISH

The Large Pool finish was inspected and was noted to be in fair to poor overall condition. A type of Paint finish, along with a parge coat, appears to have been applied at this location to the entire tank. The paint/parge coat is peeling off in large chunks at various locations around the pool tank. The finish is light in color with most of the proper contrasting markings around steps, and other required areas as per OBC.

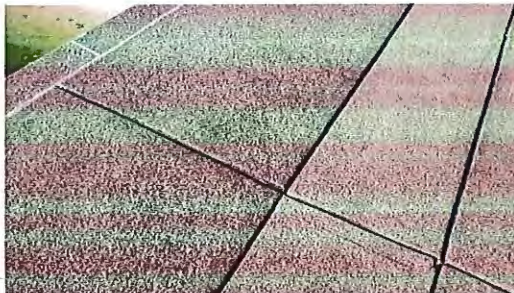
Condition: Poor
Priority: High
Current Code Compliant: Yes



b) DECK CONCRETE FINISH

The Pool concrete deck finish was inspected and was noted to be in generally good condition, with the exceptions of some uneven areas in various location around the pool. These uneven conditions create toe stub hazards, fall hazards, and promote water ponding and algae growth.

Condition: Fair
Priority: Low
Current Code Compliant: Yes



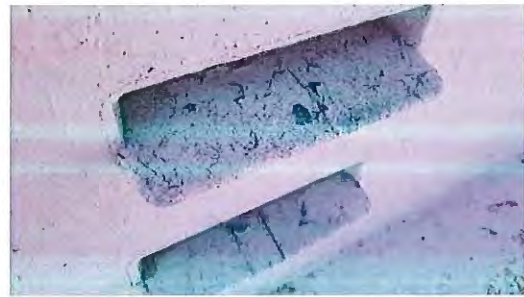
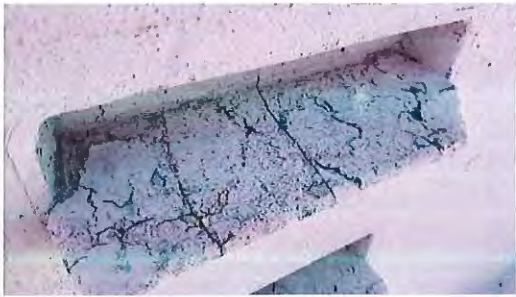


c) POOL TANK RECESSED STEPS

The large Pool had eight (8) three-tread recessed steps with grab rails located around the pool perimeter. The grab rails themselves were in good conditions, with no noted issues. The recessed steps were cracked and peeling in most locations, and presented as a potential injury issue due to this.

It is recommended that the recessed steps are chipped out, removed, and replaced with new to avoid potential injury on these steps.

Condition: Poor
Priority: Medium
Current Code Compliant: Yes



5) Small Pool Tank and Deck Finishes

d) TANK PAINT FINISH

The Small Pool finish was inspected and was noted to be in fair to poor overall condition. A type of Paint finish, along with a parge coat, appears to have been applied at this location to the entire tank. The paint/parge coat is peeling off in large chunks at various locations around the pool tank. The finish is light in color with most of the proper contrasting markings around steps, and other required areas as per OBC.

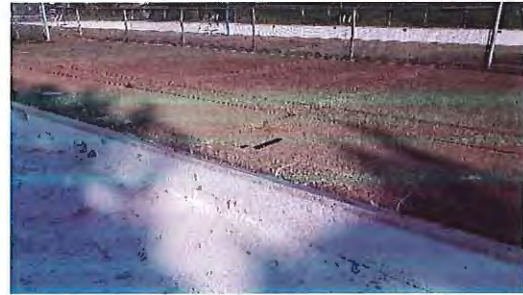
Condition: Poor
Priority: High
Current Code Compliant: Yes



e) DECK CONCRETE FINISH

The Small Pool concrete deck finish was inspected and was noted to be in generally good condition. The concrete appeared to be level around the pool, sloping away as required. Minor shifting and movement was noted, but the concrete around the crack did not present any tripping or injury hazards, and the joints were all well caulked.

Condition:	Good
Priority:	Low
Current Code Compliant:	Yes



6) Large Pool Deck Accessories

a) DIVE STANDS

There were two Dive Stands located in the deep end of the Large Pool. The stands were inspected, and though they appeared to be an old/original dive stand base with some minor surface corrosion, overall, the stand appears to be in fair condition. The stainless steel rails mounted to the base were in very good condition, with no corrosion noted. The painted base had some minor corrosion which should be sanded down and repainted to avoid further degradation and staining.

Condition:	Fair
Priority:	Low
Current Code Compliant:	Yes (stand itself)

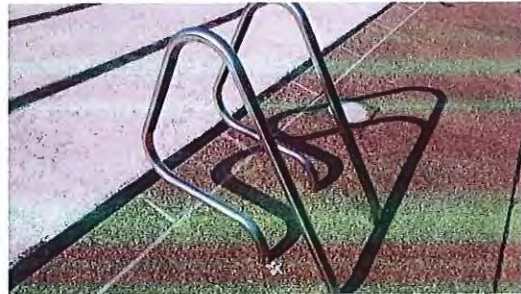


b) GRAB RAILS

There were grab rails located around the deck for the recessed/embedded ladder treads. These rails were also in good overall condition.

There were no entry steps or ramps at this location.

Condition: Good
Priority: Low
Current Code Compliant: Yes



7) Small Pool Deck Accessories

None

Required / Recommended Action

Large Pool Recirculation and Filtration System Rates:

a) Required Action:

- 1) There were two (x2) 12"x12" drain down drains located in the shallow area of the pool basin, prior to the deep end slope break. These drains did not appear to meet current standards of ASME/ANSI A112.19.8-2007 for anti-entrapment. It is recommended that two 12"x12" unblockable main drain covers are installed to replace the existing covers to ensure safety and compliance. A 2" contrasting colour band is to be painted around each drain cover as well, to ensure code compliance.

Overall Recommended Priority: High

Cost Estimate: \$2,500 - \$3,500

- 2) This pool is currently operating as a skimmer recirculation system, with 16 skimmers located around the perimeter of the tank. The skimmers installed did not have skimmer mouth covers installed. All skimmers are to have OBC complaint grilles installed, to bring them all into compliance with OBC section 3.11.8.1(14).

Overall Recommended Priority: High

Cost Estimate: \$12,000 - \$16,000

b) Recommended Action:

- 1) The current system does not meet the minimum requirements of the current Code and Regulations regarding flow rates/turnover time. Upgrading the system to achieve a higher flow rate would involve some major renovations, including upgraded buried piping (below grade around the pool) main drains, wall return, skimmer ports, etc.

All exposed piping and mechanical equipment has previously been upgraded is has the capabilities of producing and properly handling the increase flow rates required to bring this system up to current code standards.

Overall Recommended Priority: High

Cost Estimate: \$250,000 – \$350,000

- 2) The existing mains drain covers in the deep portion of the pool are to be inspected, and if they are below the size of 23" x 18" (each) and not domed, these drain covers are to be replaced with Unblockable domed drain covers. This will ensure all current code, safety, and industry standards are being met regarding main drain anti-entrapment conditions.
A 2" contrasting colour band is to be painted around each drain cover as well, to ensure code compliance.

Overall Recommended Priority: High (If not domed "unblockable")

Cost Estimate: \$2,500 - \$3,500

Small Pool Recirculation and Filtration System Rates:

a) Required Action:

- 1) There were two 12"x12" Unblockable drains installed at the time of inspection within the small pool. The drains appeared to have been recently installed and were in good operating condition.

As per OBC section 3.11.8.1(18), "*Except for skimmers and gutters, all submerged suction and gravity fittings shall be clearly and permanently marked with a 50 mm wide band in a contrasting colour.*"

The existing drains did not have a contrasting band painted around them.

Overall Priority: Low

Cost Estimate: Minimal – Complete this during pool re-painting

- 1) This pool is currently operating as a skimmer recirculation system, with 8 skimmers located around the perimeter of the tank. All skimmers are to have OBC complaint grilles installed, to bring them all into compliance with OBC section 3.11.8.1(14).

Overall Priority: High

Cost Estimate: \$6,000 - \$8,000

1) Recommended Action: None

Large Pool Recirculation System Equipment Condition Observations

a) Required Action: None

b) Recommended Action:

- 3) The current system does not meet the minimum requirements of the current Code and Regulations regarding flow rates/turnover time. Upgrading the system to achieve a higher flow rate would involve some major renovations, including upgraded buried piping (below grade around the pool) main drains, wall return, skimmer ports, etc.

All exposed piping and mechanical equipment has previously been upgraded is has the capabilities of producing and properly handling the increase flow rates required to bring this system up to current code standards.

Overall Recommended Priority: High

Cost Estimate: \$250,000 – \$350,000

- 1) Installing a water level controller would help the facility maintain a proper water level throughout the day, as well as decrease required maintenance hours, and bring the code into compliance with OBC section 3.11.8.1(7).

Overall Recommended Priority: Low

Cost Estimate: \$4,500 - \$6,000

- 2) Installing closed top chemical tanks, vented to the exterior of the building, would help eliminate harmful fumes being released or leaking out into the mechanical space. These fumes will cause corrosion to form on metallic items within the pool equipment room, such as pumps, electrical panels, conduits, pipe supports, etc., and decrease these items lifespan.

Overall Recommended Priority: Low

Cost Estimate: \$3,500 - \$5,500

Small Pool Recirculation System Equipment Condition Observations

a) Required Action: None

b) Recommended Action:

- 1) Installing a water level controller would help the facility maintain a proper water level throughout the day, as well as decrease required maintenance hours, and bring the code into compliance with OBC section 3.11.8.1(7).

Overall Recommended Priority: Low

Cost Estimate: \$4,500 - \$6,000

Large Pool Tank and Deck Finishes

a) Required Action: None

The entire Large pool will be required to be hydro blasted down to the base concrete to a specific roughness (as specified by the finishing manufacturer) and a proper Epoxy Paint finish for pools (Tnemec or similar) should be applied to the entire tank, white or light in colour, with proper contrasting markings around drains, steps, and other required areas as per OBC.

Overall Recommended Priority: High

Cost Estimate: \$150,000 - \$175,000

a) Recommended Action:

- 1) The Pool concrete deck finish was inspected and was noted to be in generally good condition, with the exceptions of some uneven areas in various location around the pool. These uneven

conditions create toe stub hazards, fall hazards, and promote water ponding and algae growth.

Overall Recommended Priority: Low

Cost Estimate: \$5,000 - \$10,000

- 2) The large Pool had eight (8) three-tread recessed steps with grab rails located around the pool perimeter. The grab rails themselves were in good conditions, with no noted issues. The recessed steps were cracked and peeling in most locations, and presented as a potential injury issue due to this. It is recommended that the recessed steps are chipped out, removed, and replaced with new to avoid potential injury on these steps.

Overall Recommended Priority: Medium

Cost Estimate: \$10,000 - \$15,000

Small Pool Tank and Deck Finishes

a) Required Action:

- 1) The entire Small pool will be required to be hydro blasted down to the base concrete to a specific roughness (as specified by the finishing manufacturer) and a proper Epoxy Paint finish for pools (Tnemec or similar) should be applied to the entire tank, white or light in colour, with proper contrasting markings around drains, steps, and other required areas as per OBC.

Overall Recommended Priority: High

Cost Estimate: \$35,000 - \$45,000

2) Recommended Action: None

Large Pool Deck Accessories

a) Required Action: None

b) Recommended Action:

- 1) There are two Dive Stands located in the deep end of the Large Pool. The stands were inspected, and though it appeared to be an old/original dive stand base with some minor surface corrosion, overall, the stands appeared to be in fair condition. The stainless steel rails mounted to the base were in very good condition, with no corrosion noted. The painted bases had some minor corrosion which should be sanded down and repainted to avoid further degradation and staining.

Overall Recommended Priority: Low


Cost Estimate: \$3,000 - \$4,000

Small Pool Deck Accessories

a) Required Action: None

b) Recommended Action: None

GENERAL COMMITTEE
CORPORATE SERVICES
FINANCE DIVISION

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT FIN-2021-06
JANUARY 26, 2021

99-99

SUBJECT: SUPPLY, DELIVERY & INSTALLATION OF UNIQUE WATERFRONT SWIMMING FEATURE

AUTHOR: VINCENT BEAUDOIN, MANAGER OF PUBLIC WORKS
and
ADAM BERES, MANAGER OF FLEET, EQUIPMENT & PURCHASING

APPROVING G.M.: STEVE ZORBAS, CPA, CMA, B.Comm, DPA,
INTERIM CAO / GENERAL MANAGER, CORPORATE SERVICES,
CHIEF FINANCIAL OFFICER / TREASURER

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND approves the award to Dock Marine Europe for the supply, delivery & installation of Unique Waterfront Swimming Feature. The recommended proponent was the highest scoring proponent and competitively priced; and further

THAT Welland City Council directs the City Clerk to prepare all the necessary and appropriate by-laws to enter into an agreement with Dock Marine Europe.

ORIGIN AND BACKGROUND:

The City of Welland sought RFP responses for the provision of the supply, delivery & installation of a Unique Waterfront Swimming Feature along the bank of the Welland Recreational Waterway, at the southernmost end of the planned Rotary Park. This swimming feature will use canal water and will not require a treated/filter system.

Currently there are no supervised swimming areas along the Recreational Waterway in Welland and several docks are in place to provide residents with unsupervised swimming access. This Waterfront Swimming Feature brings forward a vision for new seasonal swimming opportunities.

Development and maximization of the recreational and economic impact of Welland Recreational Waterway has been a significant priority of the City of Welland for a number of years. A consistent focus of discussion at Council and in the community has been the need of a safe, supervised swimming feature along the Waterway which a variety of residents can enjoy, including families with young children. As such, swimming safety is a significant concern as Welland's population increases and more residents and visitors are attracted to spend time near the water.

The Unique Swimming Feature will be assembled in sections at the WIFC then from the WIFC to the seasonal install location near Lincoln St. Docks, and anchored in place for the duration of the swimming season. On conclusion of the season, City staff will float the installation back to the WIFC for dismantling, cleaning, and storage for the winter months.

COMMENTS AND ANALYSIS:

The RFP document was issued competitively on Biddingo and two compliant bids from Dock Europe Marine and Austin Carroll Pool Construction were received on January 14, 2021. The evaluation team included staff from Recreation & Culture, Public Works, and Parks, Planning and Maintenance. From a technical and financial analysis, Dock Marine Europe was the highest scoring proponent and was competitively priced.

FINANCIAL CONSIDERATION:

Fees incurred for this provision of supply, delivery & first year installation of a Unique Waterfront Swimming Feature from Dock Marine Europe:

Dock Marine Europe	\$420,984.58 (Inclusive of City portion of tax)
Second Bid's total was just over 55% more	

The funding source will be Strategic Initiatives Capital account: 10-710-17095.

OTHER DEPARTMENT IMPLICATIONS:

A subsequent Request of Quotation for the supply and construction of a storage facility will go to market to house the approved water feature and related supplies for off seasons.

Staff will liaise will other departments impacted by the new swimming feature for a successful project; Recreation & Culture Division, Planning Division, Infrastructure and Development Services.

SUMMARY AND CONCLUSION:

THAT THE COUNCIL OF THE CITY OF WELLAND approves the award to Dock Marine Europe for the supply, delivery & installation of Unique Waterfront Swimming Feature. The recommended proponent was the highest scoring proponent and competitively priced; and further

THAT Welland City Council directs the City Clerk to prepare all the necessary and appropriate by-laws to enter into an agreement with Dock Marine Europe.

ATTACHMENTS:

Please refer to companion Power Point.