

<p>5. MANOTICK MAHOGANY HARBOUR DOCK PROJECT PROJET DE QUAI AU HAVRE MAHOGANY À MANOTICK</p>

COMMITTEE RECOMMENDATION

That Council delegate authority to staff to enter into the necessary agreement(s) with the Manotick Culture, Parks and Recreation Association for the design, construction, maintenance and use of the Manotick Mahogany Harbour Dock, as described in this report, to the satisfaction of the City Clerk and Solicitor.

RECOMMANDATION DU COMITÉ

Que le Conseil délègue au personnel de la Ville le pouvoir de conclure l'entente ou les ententes nécessaires avec la Manotick Culture, Parks and Recreation Association (Association de la culture, des parcs et des loisirs de Manotick) en vue de concevoir, de construire, d'entretenir et d'utiliser le quai au havre Mahogany de Manotick, comme le décrit le présent rapport, à la satisfaction du greffier municipal et avocat général.

DOCUMENTATION / DOCUMENTATION

1. Director, Economic Development and Long Range Planning, Infrastructure and Economic Development Department report dated 25 May 2017 (ASC2017-PIE-EDP-0015).

Rapport du Directeur, Développement économique et Planification à long terme, Direction générale de la planification, de l'infrastructure et du développement économique daté le 25 mai 2017 (ASC2017-PIE-EDP-0015).

2. Extract of draft Minutes, Agriculture and Rural Affairs Committee, 1 June 2017

Extrait de l'ébauche du procès-verbal, Comité de l'agriculture et des affaires rurales, le 1 juin 2017

**Report to
Rapport au:**

**Agriculture and Rural Affairs Committee / Comité de l'agriculture et des affaires
rurales**

June 1, 2017 / 1er juin 2017

**and Council / et au Conseil
June 14, 2017 / 14 juin 2017**

**Submitted on May 25, 2017
Soumis le 25 mai 2017**

**Submitted by
Soumis par:
John Smit,**

Director / Directeur

**Economic Development and Long Range Planning / Développement économique
et Planification à long terme / Infrastructure and Economic Development
Department / Direction générale de la planification, de l'infrastructure et du
développement économique**

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SUBJECT: Manotick Mahogany Harbour Dock Project

OBJET: Projet de quai au havre Mahogany à Manotick

REPORT RECOMMENDATIONS

That the Agriculture and Rural Affairs Committee recommend Council delegate authority to staff to enter into the necessary agreement(s) with the Manotick Culture, Parks and Recreation Association for the design, construction, maintenance and use of the Manotick Mahogany Harbour Dock, as described in this report, to the satisfaction of the City Clerk and Solicitor.

RECOMMANDATIONS DU RAPPORT

Que le Comité de l'agriculture et des affaires rurales recommande au Conseil de déléguer au personnel de la Ville le pouvoir de conclure l'entente ou les ententes nécessaires avec la Manotick Culture, Parks and Recreation Association (Association de la culture, des parcs et des loisirs de Manotick) en vue de concevoir, de construire, d'entretenir et d'utiliser le quai au havre Mahogany de Manotick, comme le décrit le présent rapport, à la satisfaction du greffier municipal et avocat général.

BACKGROUND

The Mahogany Harbour Dock Project, proposed by the Manotick Culture, Parks, and Recreation Association (MCPRA) is partly located within the public right-of-way (ROW) and the Rideau Canal. This project has historical significance; a dock and grain elevator existed at this location in the early 1900s. The demand for the current dock project dates back to a 1995 report prepared by the Ontario Association of Architects.

In 2002, a dock feasibility study was initiated by the City in collaboration with the Manotick Business Improvement Area (BIA). This study proposed 40 slips and overnight accommodation. In 2012, a Mahogany Harbour concept plan for the dock was developed and is included in Annex 5 of the Manotick Secondary Plan, which was endorsed by Council in 2016. In support of the approved concept plan, a preliminary

dock design was completed in June 2016 (Document 1), which proposes modest accommodations for four to six large boats, kayaks/canoes and no overnight docking.

The 2016 preliminary design, which was prepared by F.D Fountain Landscape Architecture and Urban Design, includes plans for a permanent dock structure. The estimated cost of the project is \$265,000, with the dock representing a significant portion. This cost includes a 30 per cent contingency and project design/engineering fees.

Despite the fact that the project has been discussed for over two decades, it has only recently gained momentum as a result of the approval of the Secondary Plan and phased implementation strategy proposed by the MCPRA. Since the funds to support a permanent dock structure are not presently in place, the MCPRA would like to advance the project in stages. Instead of installing a permanent dock, Parks Canada has agreed to loan the MCPRA a temporary dock to accommodate self-propelled watercraft (canoes and kayaks) for the 2017 and possibly 2018 boating seasons. To take advantage of this arrangement, the works within the ROW would be completed by the MCPRA this summer. The temporary dock will remain in place until the group secures enough funding for the permanent structure. The first phase of the project is expected to cost \$69,000.

The purpose of this report is to respond to a motion that was passed by ARAC on April 6, 2017, directing the City to endorse the project and that staff provide the Agriculture and Rural Affairs Committee with an information report on how the phase one project can be delivered by summer 2017, including all financial and maintenance considerations. Staff is recommending delegation of authority to enter into agreements to facilitate the MCPRA's project, noting annual operating and maintenance costs to the City in the order of \$7,000 to \$9,000, as well as costs related to the City's assumption of new assets within the ROW, are able to be absorbed within existing operating budget envelopes.

DISCUSSION

Rationale for Dock Project

The Mahogany Harbour Dock Project is supported by the Manotick BIA, MCPRA and Manotick Village and Community Association for numerous reasons; it will provide residents with greater access to the Rideau Canal and additional recreational opportunities. In accordance with the Mahogany Harbour Feasibility Report, the dock will also support tourism in the area; because of its location, boaters can easily walk to the village to shop and dine. It is useful to note that there is currently no facility in Manotick where a boater can tie up and walk to the village core.

Site and Surroundings

The dock site is located at the north end of Mahogany Harbour, just north of Eastman Avenue along Manotick Main Street (Document 3). Manotick Main Street accommodates two-way traffic and is considered an arterial road and designated cycling corridor in the City's Official Plan. The site is surrounded by residential uses. The village core, which is located along Manotick Main Street, is around 250 metres north of the site.

Project Components and Costs

The temporary dock is owned by Parks Canada and they will install, maintain and remove it seasonally in 2017. As part of phase one the MCPRA plans to complete the following works within the public ROW. These works, to be implemented in 2017, are estimated to cost around \$69,000 (excludes contingencies) and are outlined below:

- Mobilization (utility locates, layout, erosion control, tree removal, traffic control, permits, etc.)
- Re-grading (minor)
- Accessible site path
- Stairs (prefabricated aluminum with railing)
- Landing and gangway
- Bench

- Waste receptacle
- Dock signage
- Lighting
- Shrubs
- Kiosk
- Reinstatement of landscaping
- Temporary small craft dock (Parks Canada)

Phase one total: \$60,000

Design/engineering/project management fees: \$9,000

Total: \$69,000

To date, the MCPRA has raised approximately \$66,000 (funding and in-kind donations) in support of the project. In March 2017, the group received an additional \$15,000, as part of the Rural Community Building Grant Program, to pay for the prefabricated metal stairway needed to access the dock. As a result, the MCPRA has a total of \$81,000 in funding to support phase one of the project.

The assets within the ROW, which are not subject to the Encroachment By-law because they are to be assumed by the City, are labeled in Document 1. These include a pathway, stairway (13 risers), landing and mechanical gangway. Minor landscaping, including vegetation, seating, lighting, waste receptacle and kiosk are also proposed within the ROW. The temporary Parks Canada dock will measure around 6 metres by 3 metres and will be connected to the landing via a mechanical gangway. The temporary dock will only accommodate self-propelled watercraft (canoes and kayaks).

Maintaining and Operating the Mahogany Dock

According to the MCPRA, Public Works and Environmental Services already cuts the Roadside grass within the Mahogany Bay area at least once per season. The

community group does not anticipate weekly cutting and would prefer the environment remain more naturalized. Similar to the schedule in place along Main Street and within nearby area parks, garbage removal will be required on a regular basis, approximately three times per week.

Estimated annual maintenance costs for monthly grass trimming, garbage pick-up and elevating the gangway during off season is between \$7,000 and \$9,000. The required works can be performed or absorbed within existing operating budget envelopes.

Next Steps and Timing

Staff in Economic Development and Long Range Planning Services' will continue to support the MCPRA's applications for the appropriate approvals and/or permits required by the City, Parks Canada and the Rideau Valley Conservation Authority. The latter two external agencies have indicated preliminary support for the project. On June 22, 2016 the Rideau Valley Conservation Authority indicated that they may approve the project by stamping the design, without a formal application, as the impact to the shoreline is minimal.

The Ontario Ministry of Natural Resources and Ministry of Fisheries and Oceans Canada restrict works from taking place in or near the waterway between March 15 and July 1. As a result, all phase one works will occur after July 1, 2017. The MCPRA anticipates that the grading, pathway, staircase and will take up to 6 weeks to complete. City Forestry staff has indicated that they will complete the tree planting within the ROW in the fall of 2017.

Prior to commencing construction within the ROW, the MCPRA will be required to enter into an agreement with the City to specify the scope of works, reference approved plans and fulfill any conditions that may be required. The City will work with the MCPRA's applicant to ensure that the project is constructed in accordance with required standards. Since the community is paying for the public assets the City will apply a similar approach to what has been done with other donations project in the ROW (Somerset Archway, Lord Stanley's Monument, etc.).

Concluding Remarks

The Mahogany Harbour Dock Project is not a routine undertaking for the City, as it is not customary for a community group to propose and fund comprehensive works within the ROW. Nevertheless, the City has a process in place to review and approve works within the ROW, which staff believe can be modified to address the dock project, given that a non-profit community group is initiating the works.

In light of the foregoing, staff are of the opinion that community-driven projects that benefit the City and contribute to the identity of a community, should be supported where feasible. To this end, the MCPRA has done an exceptional job organizing its resources, raising funds, undertaking design work and consulting with stakeholders. This project will provide staff with an opportunity to apply existing processes to a community-led project. Given the uniqueness of the project staff are not able to guarantee project timing but will endeavor to meet the MCPRA's request to implement the works this summer, during the 150th celebrations.

An informative video, prepared by a local high school student, which provides more information on the project can be viewed at:

<https://www.youtube.com/watch?v=m0t5NeRkVJg&feature=youtu.be>.

RURAL IMPLICATIONS

The dock project, proposed and funded by the MCPRA is expected to benefit local residents and support tourism in the rural area.

CONSULTATION

A summary of the consultations undertaken to date is included in Document 4. In light of these efforts, the Economic Development and Long Range Planning branch is satisfied that the public has been sufficiently consulted on the project. The Rural Affairs Office will support MCPRA's effort to obtain any technical approvals required and their work to ensure that the community is aware of construction timelines.

COMMENTS BY THE WARD COUNCILLOR

Councillor Moffatt supports the project.

LEGAL IMPLICATIONS

There are no legal implications associated with adopting the recommendation contained within this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with the recommendation in this report.

ASSET MANAGEMENT IMPLICATIONS

The recommendations documented in this report are consistent with the City's Comprehensive Asset Management (CAM) Program ([City of Ottawa Comprehensive Asset Management Program](#)) objectives. Community driven projects that benefit the City and contribute to the identity of a community helps to support quality services. Applying these processes to ensure assets constructed by third party groups are done in a way that meet appropriate standards and requirements will ensure that assets supporting City services can be managed in a way that balances service levels, risk and affordability.

Ongoing long term operation, maintenance and capital renewal cost will increase in order to sustain new infrastructure and to support the expected level of service. A whole life view of various standards helps to minimizing these costs. As new infrastructure assets are incorporated into the network, the immediate incremental costs and associated pressures are identified as part of annual budget processes. The City continually inspects and assesses asset conditions and completes risk based reviews and renewal programming on that basis. The City regularly updates long-term asset needs forecasts to establish long range financial plan requirements.

FINANCIAL IMPLICATIONS

This report has no financial implications. All incremental costs will be absorbed within current approved operating budget authority.

ACCESSIBILITY IMPACTS

The June 2016 Preliminary Dock Design, contained in Document 1, was circulated to the Accessibility Advisory Committee (AAC) in August 2016. Through this circulation it was confirmed that the access stairway and dock component are not subject to municipal or provincial accessibility policies or legislation. In accordance with the AAC, the site's road access to the top of the bank meets accessibility requirements

ENVIRONMENTAL IMPLICATIONS

The Mahogany Harbour Preliminary Dock Design (Document 1) was designed based on earlier input from the Rideau Valley Conservation Authority. The dock position at the northern edge of the Bay maintains the integrity of the shoreline, is closer to the Village core (for transportation purposes) and safer given the proximity to Eastman Avenue. The temporary and permanent docks are to be set out from the immediate shore area, allowing water to flow under the dock, protecting the integrity of the natural shoreline and existing littoral zone.

TERM OF COUNCIL PRIORITIES

This project addresses the following Term of Council Priority:

EP2: Support growth of local economy

SUPPORTING DOCUMENTATION

Document 1 June 2016 Mahogany Harbour Preliminary Dock Design (Permanent Dock Structure)

Document 2 Document 2: Estimated Project Costs

Document 3 Site and Surroundings

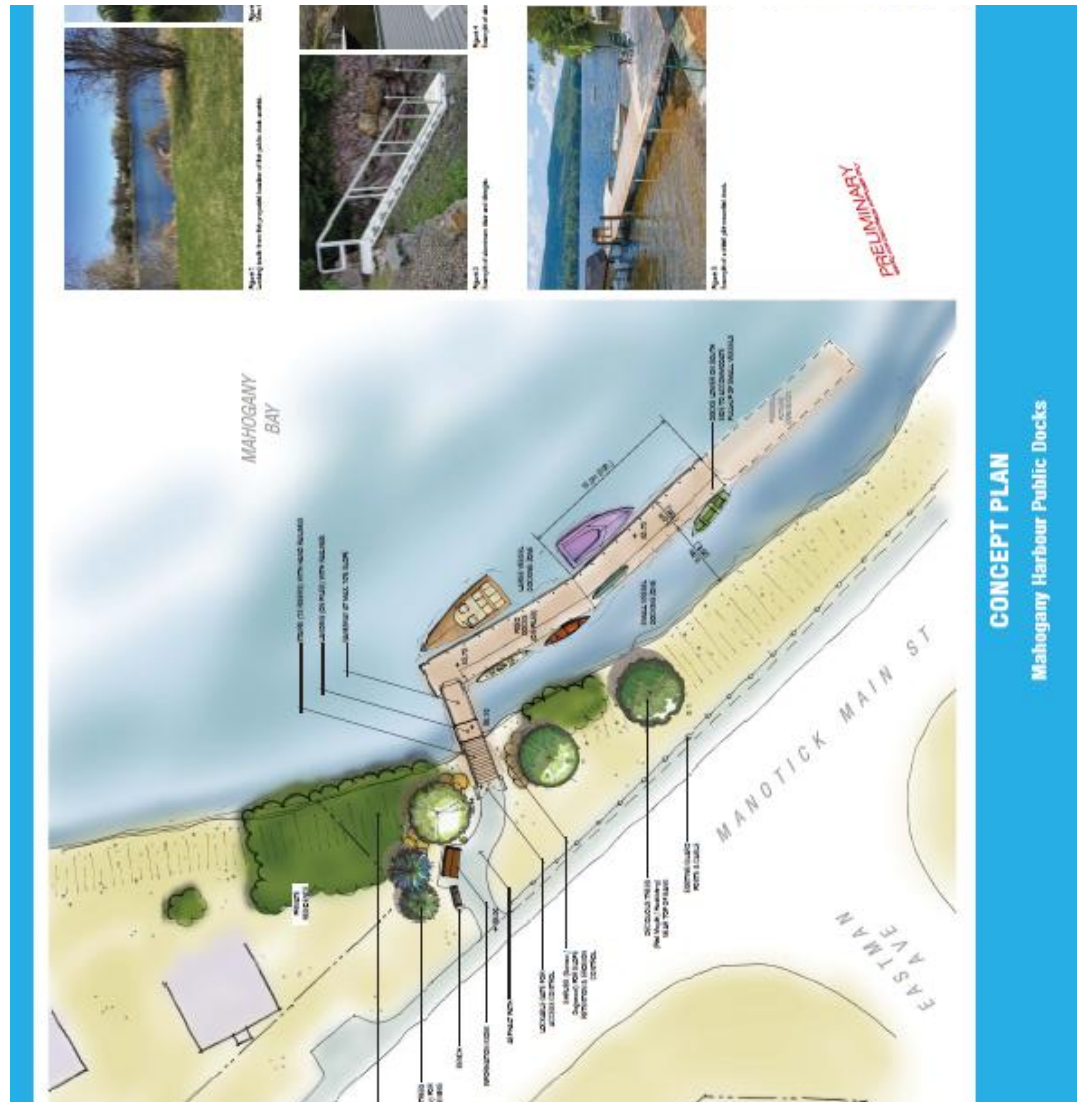
Document 4 Consultation Summary

DISPOSITION

City Clerk and Solicitor Department, Legal Services, in partnership with staff in Planning, Infrastructure and Economic Development Department, to prepare the necessary agreement(s).

Planning, Infrastructure and Economic Development Department to work with the MCPRA's applicant to ensure that the project is constructed in accordance with required standards.

Document 1 – June 2016 Mahogany Harbour Preliminary Dock Design (Permanent Dock Structure)



Document 2 – Estimated Project Costs

**PRELIMINARY OPINION OF PROBABLE COST
Mahogany Harbour Public Docks**

ITEM	UNIT	QTY.	UNIT (\$)	SUB-TOTAL (\$)
.1 Mobilization (incl. utility locates, layout, erosion control, tree removal, traffic control, permitting, etc.)	ea.	1	allow	7,500.00
.2 Re-grading (minor)	l.s.	1	allow	1,000.00
.3 Asphalt Path	m ²	40	70.00	2,800.00
.4 Stairs (pre-manufactured aluminum with railings)	l.s.	1	allow	15,000.00
.5 Pedestrian Gate (at top of stairs)	l.s.	1	allow	3,000.00
.6 Landing (on steel piles with railings)	l.s.	1	allow	7,500.00
.7 Gangway (aluminum)	l.s.	1	allow	10,000.00
.8 Fixed Dock (3.0m width with lowered side, on steel piles)	m	30	3490.00	104,700.00
.9 Kayak / Canoe Storage Racks	l.s.	1	allow	5,000.00
.10 Information Kiosk	l.s.	1	9000.00	9,000.00
.11 Bench	ea.	1	2300.00	2,300.00
.12 Waste Receptacle	ea.	1	1100.00	1,100.00
.13 Dock Signage / Flags	l.s.	1	allow	1,500.00
.14 Low-voltage, bollard or flush mount lighting (not incl.)	l.s.	1	allow	10,000.00
.15 Coniferous Trees (2.0m ht.)	ea.	2	390.00	780.00
.16 Deciduous Trees (50 mm cal.)	ea.	3	425.00	1,275.00
.17 Deciduous Shrub (#3 pot)	ea.	40	50.00	2,000.00
.18 softscape re-instatements	ea.	1	allow	1,000.00
SUB-TOTAL				185,455.00
30% CONSTRUCTION CONTINGENCY				55,636.50
10% DESIGN / ENGINEERING FEES				24,109.15
PROJECT TOTAL				265,200.65

This opinion of probable cost references Mahogany Harbour Public Docks Concept Plan, dated June 15, 2016;

The costs are provided for budgetary purposes only. Actual Costs will vary from this opinion of probable cost. By accepting this estimate, the owner waives the right to make any claim or commence action or bring any other proceedings in any Court of Law against f.d. fountain landscape architecture, in connection with advice or information relating to this estimate whether in contract, tort or otherwise;

Prepared by: D. Fountain, 06/23/2016

Document 3: Site and Surroundings



Image 1: Site from Rideau Canal Looking South

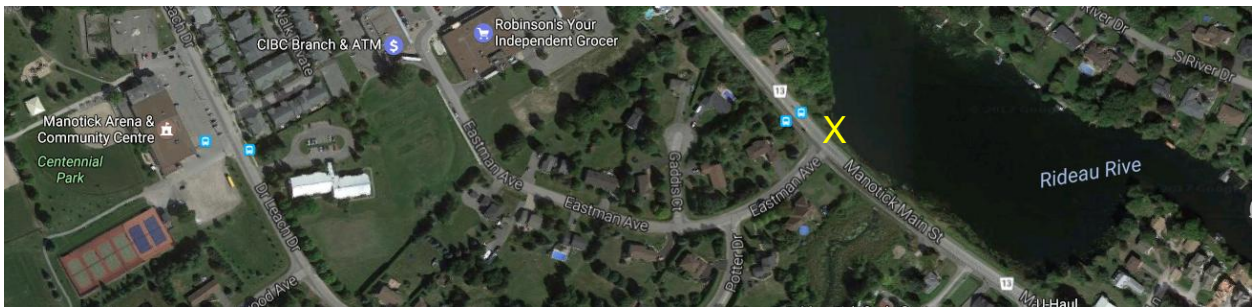


Image 2: Aerial Photo of Site



Image 3: Site from Manotick Main Street Looking North

Document 4: Consultation Summary

There has been considerable consultation on both the 2012 Mahogany Harbour Concept Plan and the 2016 Preliminary Dock Design, including:

- 2012 Mahogany Concept Plan is in the approved Manotick Secondary Plan, which was extensively consulted on.
- 2012 Mahogany Concept Plan was on display at the Library, on the MCPRA website, at Taste of Manotick and Dickinson Days. Feedback forms were received between 2012 and 2014.
- Parks Canada and Rideau Valley Conservation Authority were consulted on the June 2016 design.
- The June 2016 design was circulated for comment to 13 city staff in July 2016.

The MCPRA has undertaken the following consultation measures in support of the June 2016 dock design:

- Displayed at the Manotick Library for August/September 2016.
- Advertised in the MCPRA's fall 2016 newsletter and update.
- Circulated the update through the BIA membership (fall 2016).
- Information in the Manotick Messenger and on the MCPRA website.
- Booths and dock displays at both Taste of Manotick (August 2016) and Women's Day (November 2016).
- Consulted with the adjacent landowner (to the north), receiving positive support, and talked to the landowner to the south who expressed concern about wild parsnip in the area.
- MCPRA is partnering on this project with the Manotick BIA and Kiwanis Club of Manotick and, meets with them regularly, to update and advance the initiative. In

addition, the June 2016 dock design was shared in meetings with representatives from the following Manotick groups, who all support the project:

- Manotick BIA
- Kiwanis Club of Manotick
- Manotick Lions Club
- Manotick Art Association
- Manotick and Village Community Association
- Youth of Manotick Association
- Watson's Mill Inc.
- Rural Ottawa South Support Services