

## Committee of the Whole (2) Report

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**DATE:** Tuesday, October 22, 2024

**WARD(S):** ALL

**TITLE:** DELEGATED AUTHORITY FOR MAINTENANCE AGREEMENTS  
WITH NEIGHBOURING MUNICIPALITIES

**FROM:**

Shanon Kalra-Ramjoo, Acting Deputy City Manager, Public Works

**ACTION:** DECISION

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### **Purpose**

To seek approval to enter, renew, modify, and or cancel maintenance agreements with neighboring municipalities of the Regional Municipality of York, Town of Caledon, and Township of King.

### **Report Highlights**

- Public Works engages in collaborative maintenance activities with neighboring municipalities with the aim of optimizing operational efficiency.
- As part of an internal review, the Transportation and Fleet Management Services department is seeking council approval to enter into formal agreements for activities that have been previously governed by informal agreements.
- Considering the minimal financial impact of these agreements, authorization for the Deputy City Manager of Public Works to amend or renew these agreements will streamline periodic changes.

## **Recommendations**

1. That Council grant approval to enter and execute maintenance agreements with the Corporation of the Town of Caledon, the Corporation of the Township of King, and Corporation of the Region of York on the terms described in this report, in a form satisfactory to Legal Services; and
2. That the Deputy City Manager, Public Works, be authorized to amend and renew the Road Boundary Agreements on behalf of the City, in a form satisfactory to Legal Services.

## **Background**

**The City and neighbouring municipalities are seeking to formally establish a contractual agreement delineating responsibilities, rights, costs, and terms.**

As part of an internal review, the Transportation and Fleet Management Services (TFMS) department are looking to formalize agreements to ensure proper execution of responsibilities and limitation of liability.

Reciprocal maintenance agreements enable consistent and reliable maintenance of assets and streamline the City's maintenance efforts by leveraging partnerships with neighboring municipalities.

The roads segments covered by these agreements include Mill Road, Huntington Road/10th Concession, Pine Valley Drive/7th Concession, Albion/Vaughan Road, and Teston Road, which falls within the jurisdictions of the Township of King, Caledon, and the Regional Municipality of York, respectively. Additional detail is available in Attachment 1.

Maintenance services on infrastructure for neighboring municipalities include road assets, sidewalks, boulevards, winter maintenance, and other maintenance activities regulated by the *Minimum Maintenance Standards (O.Reg. 239/02, 366/18)*. In turn, maintenance services are also provided to City owned infrastructure by neighboring municipalities, where such maintenance provides opportunities for more efficient and cost-effective operations.

The annual value associated with each of these agreements are anticipated to be below \$25,600 throughout the life of the agreements, and through efficiencies and cost avoidance will result in a net savings to the City.

**Reciprocal maintenance agreements provide clarity of maintenance responsibilities and ensures an equitable distribution of responsibilities.**

Establishing formal agreements clearly outlines the responsibilities for regulated assets. As regulations evolve, this will reduce the risk by ensuring regulatory changes are captured into the agreements.

This not only guarantees clarity on responsibilities, but also facilitates adequate customer service and public safety through the consistent and effective maintenance of these assets. Through negotiations with bordering municipalities, Public Works can ensure a fair distribution of resources that contribute to the overall benefit of the community.

**Previous Reports/Authority**

No prior reports or authority exist on this matter.

**Analysis and Options**

**The City of Vaughan Transportation and Fleet Management Services is seeking to enter into formal boundary road maintenance agreements with the Town of Caledon, Township of King, and the Regional Municipality of York.**

The following list provides an overview of the road segments by jurisdiction to be covered by the proposed agreement.

1. Township of King
  - a. Mill Road, 0.40 km (maintained by the Township of King)
  - b. Huntington Road, 0.25 km (maintained by the Township of King)
  - c. Pine Valley Drive, 0.90 km (maintained by the City of Vaughan)
2. Town of Caledon
  - a. Albion/Vaughan Road, 2.80 km (maintained by the Town of Caledon)
  - b. Albion/Vaughan Road, 0.40 km (maintained by the City of Vaughan)
3. Regional Municipality of York
  - a. Teston Road, 0.80 km (maintained by the City of Vaughan)

**Financial Impact**

**Granting approval to enter into multi-year Maintenance Agreements will not impose any additional financial burden on the City of Vaughan and will result in a cost avoidance by decreasing the mobilization time demands for City resources.**

The City currently maintains a cost-neutral reciprocal maintenance arrangement with the Township of King for various boundary roads, with each municipality assuming maintenance duties on behalf of the other. The City also has a maintenance arrangement with the Town of Caledon for the maintenance of road segments along Albion-Vaughan Road, This is managed by the Township of Caledon on behalf of Vaughan at an annual cost of \$25,600. Lastly, the City maintains segments of Teston Road during winter maintenance operations on behalf of York Region under an arrangement with the Regional Municipality of York where the annual assessed fee is approximately \$7,000.

Any additional funding required, if maintenance costs exceed initial estimates, will be drawn from the existing funds within the Roads Operations operating budget.

**Considering the low monetary value associated to these agreements, granting authority to the Deputy City Manager, Public Works, to modify, renew, or terminate these agreements will streamline the process to execute such changes.**

Although the agreements are long-term in length, these agreements allow room for negotiation and amendments of nominal value. This may include the adjustment of pricing in accordance with the Consumer Price Index (CPI), potential changes to the maintenance activities in accordance with latest service levels, and/or potential renewals or termination of agreements.

### **Operational Impact**

The reciprocal maintenance agreements can have a positive operational impact by eliminating dual-mobilization and improving response times for remote areas. This becomes especially useful for dead-end streets that may only be accessible for maintenance by entering the neighboring municipalities' roadway.

TFMS has consulted other departmental stakeholders including Environmental Services, Parks, Forestry, and Horticulture Operations, and Infrastructure Delivery, where the department has received an overall acknowledgement that there are no anticipated issues or negative impacts on City operations.

## **Broader Regional Impacts/Considerations**

Enhancing cooperation with neighboring municipalities will have a broader impact, creating opportunities to exchange information, implement best practices, strategize on route optimization, review service levels, and ultimately enhance public safety across the respective Road networks.

## **Conclusion**

Reciprocal maintenance agreements provide an avenue to streamline operations at minimal cost to the City. Authority to the Deputy City Manager, Public Works streamlines minor modifications or amendments to the agreement, including CPI cost adjustments, term renewals, or cancellation of the reciprocal maintenance agreements. These outcomes directly contribute to the realization of the City's strategic objectives, namely Service Excellence and Operational Excellence.

**For more information**, please contact: Steven Fantin, Director of Transportation and Fleet Management Services, ext. 6141.

## **Attachments**

1. Attachment 1: Road Maintenance Maps and Tables

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