



GRAND VALLEY

STAFF REPORT

To: Mayor and Members of Council
From: Meghan Townsend, CAO/Clerk
Meeting Date: August 12, 2025
Report Number: 2025-146
Subject: Medical Dental Centre exterior renovation project

Recommendation

THAT Council receives Report – Medical Dental Centre exterior renovation project
AND THAT Council directs staff to work with RJ Burnside to issue a Request for Tender for the work proposed in their memo dated August 5, 2025 as follows:

- Concrete and grate work at rear entrance
- Foundation gauges and monitoring
- Canopy installation over rear entrance

Executive Summary

Purpose

To present Council with recommendations for renovations to the exterior of the Medical Dental Centre to address issues with the foundation and to prevent future flooding incidents.

Key Findings

There are options for monitoring the foundation's condition and preventing future flooding incidents, through a combination of physical additions to the building, monitoring devices and routine maintenance.

Financial Implications

Depending on the option chosen, capital cost could be \$150,000 or more.

Report

Background

The Grand Valley Medical Dental Board asked RJ Burnside and Associates to review the condition of the Centre building, review the problems that were occurring with flooding into the lower level and bring back recommendations for dealing with these problems. The Board had planned to complete the work in 2024 but was unable to complete all aspects of the project in time.

Discussion

With the operation of the building now transferred to the Town, staff have gathered the evaluation results from RJ Burnside, and now present the recommendations received for Council consideration.

2024 Medical Dental Budget plan

The Board had included \$258,000 in the 2024 budget for the following projects:

1. Flooding Restoration to the lower level
2. Storm Drainage evaluation
3. Upper Level interior renovations
4. Retaining Wall structural Review
5. Foundation Repair Project

Of those 5 items, item 1 was completed and paid for, item 3 was completed and paid for, item 4 was completed and work was done from the review to repair the retaining wall. Items 2 and 5 are what need to be discussed in this report and a decision needs to be made on next steps.

Attached to this report are two memos from RJ Burnside, providing reviews and recommendations on the foundation and on storm drainage.

Storm Drainage (attachment 1):

The memo observes that there are unknowns regarding the drain at the rear entrance. Efforts to find the discharge pipe have been unsuccessful, but they suspect it drains into the sanitary system, rather than the stormwater system. At this time, they recommend that the Town has the drain routinely inspected and flushed, that the grate be replaced, and then efforts be made to divert runoff coming into that area, including:

- Re-pour the concrete at the entrance so that there is a better slope toward the grate.

- Install either a canopy over the entrance or an enclosure with a new ramp.

The memo provides details on the options listed.

Foundation (attachment 2):

The memo observes that there are several cracks in the foundation. At this time, they recommend monitoring for future movement. If no further movement is observed, the cracks could be repaired. If, however, the cracks change/move, additional investigation will be required to identify the underlying cause and make further recommendations.

Current Recommended Actions

Staff recommend that the foundation monitoring commence as soon as possible, with the assistance of RJ Burnside, and that we take steps this fall to repour the concrete and replace the grate. We also recommend that the canopy option be implemented this fall, in consultation with the doctor's office to determine how much lighting they would lose if the canopy was installed above the rear windows into their office.

Financial Impact

Concrete and grate would cost around \$1500.

Foundation monitoring would cost the price of the gauges, plus their time to monitor and report back after the winter months.

Canopy cost estimate is \$60,000.

Consultations

Carley Dixon, RJ Burnside and Associates

Helena Snider

Attachments

Attachment 1 – Memorandum, August 5, 2025 from RJ Burnside and Associates Ltd.

Attachment 2 – Memorandum, February 6, 2025 from RJ Burnside and Associates Ltd.

This report was submitted by

Meghan Townsend, CAO/Clerk
mtownsend@townofgrandvalley.ca.

This report was approved by

Meghan Townsend
Chief Administrative Officer/Clerk
519-928-5652 extension 222