

Municipality Of Chatham-Kent
Infrastructure and Engineering Services
Public Works
Information Report

To: Mayor and Members of Council
From: Ryan Brown, Director of Public Works
Date: December 20, 2019
Subject: Municipal Sandbag Program

This report is for the information of Council.

Background

At the August 12, 2019 Council meeting, the following Notice of Motion was approved:

It is recommended that:

1. Administration develop a Municipal Sandbag Program. The Sandbag Program should include:
 - Most cost efficient method of obtaining the sandbags (including bag and sand beside bag);
 - Available only during high water and flood warnings;
 - Available to the properties in the affected in areas;
 - A bag limit of 85 bags per property;
 - The dollar amount be considered during 2020 budget not exceeding \$200,000;
 - Any leftover dollars to be encumbered to following year; and
 - This program does not include disposal of sandbags.

Comments

Public Works reviewed a variety of different models that could be implemented to manage a cost effective sandbag program, including both in-house and external options. Based on this consideration, Administration has concluded that the most cost efficient method overall is to contract out the program to a local supplier who would not only purchase and store the bags, but provide the administration and distribution. Local sand suppliers already have the infrastructure required to operate such a program and would be able to accommodate the increased workload during an emergency without impact to municipal operations.

If approved during the 2020 budget process, Administration would draft and release a Request for Proposal (RFP) from qualified organizations. Key elements of the RFP will be as follows:

- Stock a minimum of 5,000 sand bags at all times and sand to fill bags
- Provide a per unit cost for sandbags and enough sand to fill the bags that will be charged back to the Municipality. Per the motion, the resident will be responsible to fill the bag and transport to their property
- Prepare to be open 12 hours per day, 7 days a week during declared flood warnings
- Prepare to accept a map of geographical area of the flood warning from the municipality and only distribute sandbags to residents who provide proof of residency in affected area
- Establish a system to track customers, ensuring only 85 sandbags are handed out per affected property. A summary report would be sent to the municipality annually.
- Track total number of bags handed out and report monthly so administration can monitor budget of the program
- The length of the contract will be one year, renewable for an additional two years.

If the reserve account has been exhausted, Administration will bring back report to Council for consideration of additional funding or retirement of the municipal sandbag program. Any unused amounts will be held in a reserve and transferred to the subsequent year.

Consultation

During the investigation process to create the report, a local sand supplier voiced concerns over the potential negative effect that an in-house municipal program will have on the profitability of their business.

Financial Implications

The \$200,000 request for the sandbag program is not recommended by EMT for funding in the 2020 Budget. If Council were to approve funding during 2020 Budget deliberations, it will be suggested that a lifecycle reserve be set up so that any leftover funds would be carried forward to future years.

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Attachments: None

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