

. THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

AGENDA

Council Chambers – 11 Birch Lake Road, Massey

SPECIAL MEETING

JULY 11, 2024; 6:30 p.m.

We begin this meeting by acknowledging that we are on land that has been inhabited by Anishnawbek Nations. We would like to acknowledge that the land on which we gather is the traditional territory of the Sagamok Anishnawbek and we would like to give thanks for sharing this land.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

PUBLIC MEETINGS

DELEGATIONS:

CONSENT AGENDA – Resolution to approve the following agenda items:

(For the purpose of convenience and for expediting the meeting, matters of repetitive or routine nature are included in the Consent Agenda and are voted on collectively. A Member of Council may request an Item to be singled out from the Consent Agenda to allow debate while all other Items remaining are voted on collectively. Each Item contained in the Consent Agenda is recorded separately in the minutes of the meeting.)

REGULAR AGENDA

A GENERAL GOVERNMENT

B PROTECTION TO PERSONS AND PROPERTY

B1 Fire Pumper Ladder Repairs Resolution

C PUBLIC WORKS

C1 RFP – Trackless Resolution
C2 RFP – Water Tank Resolution
C3 RFP – Paving Resolution
C4 RFP – Old Webbwood Road Culvert Replacement Resolution
C5 RFP – Tandem Plow Truck Resolution

D ENVIRONMENT, HEALTH AND WELFARE

E RECREATION, TOURISM AND CULTURE

E1 RFP – Dehumidifier Resolution
E2 Douro Roofing – Release of Holdback – Payment Certificate #7 Resolution

F PLANNING

F1 Application for Tile Loan Resolution

G BYLAWS

G1 Bylaw 2024-41– Agreement for Engineering Services for the Webbwood Fire Watermain Replacement Project
G2 Bylaw 2024-42 – Confirm Proceedings of Council

CLOSED SESSION

OTHER BUSINESS

July 2, 2024

COUNCIL MEETING: July 11, 2024 AGENDA GROUP: B

SUBJECT:

1995 Ferrara Pumper #445 - ladder repairs

BACKGROUND:

On June 14, 2024 an invoice was received from Grants Mobile Repair in the amount of \$3,790.00 + HST. The invoice was for the emergency repair of the ladder on Pumper #445, the repair was required due to an incident at Station #2. Attached is the report received from the Fire Chief providing the details of what happened.

The 2024 budget for Pumper #445 vehicle and equipment maintenance is \$2500.00, the repair will cause this account to be over budget and there is still an annual mechanical inspection to be completed on the truck, estimated cost of \$2000.00.

After the Treasurer's review, it is recommended that the overage be covered by any potential operating surplus within the department at year end. If there is no surplus, then the funds will be transferred from Fire reserves (current balance of \$219,335.00).

RECOMMENDATIONS:

BE IT RESOLVED THAT invoice number 19477 from Grants Mobile Repair in the amount of \$3,790.00 + HST for the repairs on Pumper #445 be approved for payment.

ATTACHMENTS:

Invoice #19477 - Grants Mobile Repair
Report from Fire Chief

Ruth Clare
Treasurer

RFP SUMMARY – Supply of Municipal Tractor

July 10, 2024

<u>Supply of Municipal Tractor</u> (Quote excl. HST)	
Supplier	Quote
Work Equipment Ltd.	\$199,000.00
Cubex Ltd	\$255,227.00

RFPs were to be submitted by 12:00 p.m. on July 10, 2024; and the above summary was compiled for Council's information.



Amanda St. Michel – Deputy Clerk



Ruth Clare - Treasurer

RFP SUMMARY – Supply and Installation of a Slip in Water Tank

July 10, 2024

<u>Supply and Installation of a Slip in Water Tank</u> (Quote excl. HST)	
Supplier	Quote
Road Maintenance Equipment & Services Inc.	\$37,000.00
SK Power Drive Inc.	\$47,695.00
Gincor Industries	\$54,840.00

RFPs were to be submitted by 12:00 p.m. on July 10, 2024; and the above summary was compiled for Council’s information.



Amanda St. Michel – Deputy Clerk



Ruth Clare - Treasurer

RFP SUMMARY – HL4 Hot Mix Asphalt

July 11, 2024

<u>HL4 Hot Mix Asphalt – various locations</u> (Quote excl. HST)	
Supplier	Quote
BEAMISH CONSTRUCTION INC.	\$26,069.10 incld. HST

RFPs were to be submitted by 12:00 p.m. on July 11, 2024; and the above summary was compiled for Council's information.



Amanda St. Michel – Deputy Clerk



Ruth Clare - Treasurer

July 10, 2024
Ref. No. 2343.13

Township of Sables-Spanish Rivers
11 Birch Lake Road
Massey, ON P0P 1P0

Attention: Anne Whalen, Clerk Administrator

Re: Old Webbwood Road Culvert Replacements

Dear Ms. Whalen:

We have reviewed the tenders received by Kresin Engineering Corporation at info@kresinengineering.ca on July 9, 2024 for the above-noted project and present herein our Tender Report and Recommendations.

Introduction

The tendered work generally consists of supplying all materials, labour and equipment necessary to remove and dispose of the existing culverts, guide rails and appurtenances; install two (2) new 1200mm Dia. CSP culverts; reinstate embankments and roadway; install four (4) new steel beam guide rail systems; and restore roadside areas. The site of the work is located south-east of Webbwood on Old Webbwood Road, approximately 600m east of Bolton Street.

Electronic tender packages were provided to James Lathem Excavating, R.E. Mailloux Construction, R.M. Bélanger Construction, Beamish Construction Inc., JI Enterprises, Sanftenburg Morris Construction Ltd., Leroy Construction, Whalen Logging, and Pioneer Construction.

During the tender period, various inquiries from plan takers were received regarding technical specifications, current foundation material, and contingency allowance. One (1) Addendum was issued to add a provisional sum price of \$10,000.00 for Item No. C.1 Contingency Allowance.

Summary of Tenders

Four (4) bids were received by Kresin Engineering Corporation prior to the revised tender closing deadline of 3:00 p.m. on Tuesday, July 9, 2024. The tenders were opened at 3:15 p.m. on the same day by Kresin Engineering Corporation staff. During the opening, the bids were reviewed to ensure the submissions were in general compliance with the tender documents including the required tender deposit (i.e. bid bond, certified cheque or irrevocable letter of credit in the minimum amount of 10% of the Tender Price).

The following are the results in ascending order of Total Tender Price, excluding HST, as read during the opening:

	Contractor	Total Tender Price
1.	James Lathem Excavating	\$375,032.25
2.	Leroy Construction	\$451,199.00
3.	R.E. Mailloux Construction	\$594,856.00
4.	R.M. Bélanger Construction	\$1,094,349.00

Copies of the tender submissions are enclosed with this report.

Tender Review

The tenders were reviewed in detail with respect to requirements set out in the Instructions to Tenderers and the requirements identified in the Form of Tender. The following specific comments were noted from the review of the tender:

1. The tenders submitted were properly executed with the bidder's signature, witnessed and/or sealed.
2. The submissions were checked for mathematical errors. No mathematical errors were found.
3. The tender documents called for submission of Statements 'A' to 'D' which provide supplemental information for evaluating bids. All bidders complied.
4. The Tenderers were required to submit an Agreement to Bond certifying the Contractor can obtain the required Performance and Labour and Material Payment bonds. All bidders complied.
5. The tenderers were required to acknowledge receipt of addenda. All bidders acknowledged receipt of the one addendum issued.
6. The Instructions to Tenderers required that all submissions were to include a tender deposit in the minimum amount of 10% of the Tender Price, in the form of a bid bond, bank draft or Irrevocable Letter of Credit. All bidders complied.

Discussion

From our review of the bids received for this contract, we note that all submissions were in compliance with the requirements outlined in the tender documents.

Based on the information provided and Kresin Engineering Corporation's experience with these contractors, we are satisfied that all tenderers have the necessary experience and background with similar projects to complete the proposed work. With respect to the low tenderer, James Lathem Excavating, they have successfully completed many similar contracts in the past for other clients.

The low tender amount of \$375,032.25 (excluding HST) is reasonable for the scope of work involved in the project.

Please note that the total tender price includes a \$10,000.00 contingency allowance. The contingency allowance included in the tender is intended to provide cost certainty for potential work which may or

may not be required. Should these expenditures be excluded, the resulting estimated total construction cost is \$365,032.25 (excluding HST).

Recommendations

Based on our review of the tenders submitted and specifically the low tender submitted by James Lathem Excavating, we believe the price quoted is reasonable for the proposed work under this Contract.

We therefore recommend that the tender submitted by James Lathem Excavating, in the amount of \$375,032.25 (excluding HST) be accepted for award.

Upon confirmation of the Township's acceptance of this recommendation, we will prepare formal contracts for signing.

Please call should you have any questions or require further elaboration/clarification regarding this Tender Report.

Thank you.

Yours very truly,
Kresin Engineering Corporation


Michael Kresin, P. Eng.
Consulting Engineer

Encls.
MK/ab
2343 mk tender report

July 8, 2024

COUNCIL MEETING: July 11, 2024 AGENDA GROUP: C

SUBJECT:

Tandem Plow Truck Purchase (Truck #12 replacement)

BACKGROUND:

The following information was provided by the former Coordinator of Infrastructure:

During a pre-trip inspection it was noted that the walking beam on Plow Truck #12 has a hair line crack. After reviewing the issue with a local mechanic, the frame rails on the truck are worn to a point that will not pass a mechanical inspection. The truck is due for its annual mechanical inspection in September, which it likely won't pass due to the frame rail issues. The mechanic is willing to fix the walking beam to get it through until that time and will have a closer look of the frame rail at the same time.

It is recommended that we order a replacement as soon as possible as the wait time will put us in to the 2025 budget season. The replacement of Truck #12 is in the Public Works 5-year plan for 2025 with a budget of \$420,000.00 pending council approval.

It is the Treasurer's recommendation that the attached Request for Proposal (RFP) be sent out for the supply and delivery of a Tandem Truck Frame, Cab and Winter Maintenance Equipment and that the purchase form part of the 2025 Capital Budget.

RECOMMENDATIONS:

BE IT RESOLVED THAT that staff be authorized to send out a Request for Proposal for the supply and delivery of a Tandem Truck Frame, Cab and Winter Maintenance Equipment, as a planned 2025 capital purchase.

ATTACHMENTS:

RFP - Tandem Truck Frame, Cab and Winter Maintenance Equipment

Ruth Clare
Treasurer



The Township of Sables-Spanish Rivers

11 Birch Lake Rd

Massey, ON

P0P 1P0

P 705-865-2646 - F 705-865-2736 - www.sables-spanish.ca

The Corporation of the Township of Sables-Spanish Rivers Request for Proposal (RFP)

Tandem Truck Frame, Cab & Winter Maintenance Equipment

Issue Date: Friday July 12, 2024

Closing Date: Friday, August 2, 2024

Closing Time: Noon

Contact: Anne Whalen – Clerk-Administrator

11 Birch Lake Rd

Massey Ontario

P0P 1P0

T: 705-865-2646

Email: inquiries@sables-spanish.ca



The Township of Sables-Spanish Rivers

11 Birch Lake Rd
Massey, ON
P0P 1P0

P 705-865-2646 - F 705-865-2736 - www.sables-spanish.ca

INTRODUCTION:

The Township of Sables-Spanish Rivers (hereby referred to as Township) is inviting proposals for the supply and delivery of a tandem truck frame, cab and winter maintenance equipment based on the specifications provided.

BACKGROUND:

The Proponent is to meet or exceed the minimum specifications acceptable by the Township and in some cases may find it necessary to provide detail with respect to a noted specification to provide further explanation on why their product does or does not satisfy the specification. In keeping with a transparent and fair evaluation, please list additional services or features at the end of these specifications. Where minimums are called for, the service or feature must meet or exceed the specifications outline.

The successful Proponent shall supply and deliver a Plow Truck with snow plowing equipment as per the specifications listed in Schedule A of this document.

All Unit Bid Prices are to include the following specified herein in full conformity with the Township's specifications and Applicable H.S.T. (13 %).

DELIVERY DATE:

The Proponent is responsible for providing a delivery date. Based on the assumption that an order is placed by August 7, 2024, please provide the estimated timeframe for delivery.

Included on the tender form submission (Schedule B) is a commitment to confirm the delivery date of finished vehicle to Township of Sables-Spanish Rivers Public Works Yard 11 Birch Lake Rd, Massey, Ontario, P0P 1P0

SUBMISSION INSTRUCTIONS:

All copies of the proposal shall be submitted in a sealed enveloped clearly marked "Proposal for Supply of Tandem Plow Truck - Township of Sables-Spanish Rivers" and must be accompanied with:

Schedule A – Specifications
Schedule B – Tender Form
Schedule C - Signature Page

Proposals are due **no later than August 2, 2024 at 12:00pm** and shall be delivered to:

Township of Sables-Spanish Rivers,
11 Birch Lake Rd
Massey, ON
P0P 1P0

Or

emailed to inquiries@sables-spanish.ca



The Township of Sables-Spanish Rivers

11 Birch Lake Rd
Massey, ON
P0P 1P0

P 705-865-2646 - F 705-865-2736 - www.sables-spanish.ca

The supplier must assume full responsibility for delivery of the completed proposal. The Township accepts no responsibility for any loss or delay with respect to proposals that are delivered to any other location other than specified. **Late proposals will not be considered.**

It is recommended that the proposal include material that captures a summary and the key features of your proposal.

RIGHTS RESERVED BY THE TOWNSHIP:

- The Township reserves the right to accept or reject any proposals without stating reason.
- The Township is not liable for any costs incurred by interested parties in the preparation of their response to this request for proposal. The Township shall not be responsible for any liabilities, costs, expenses, loss or damage incurred, sustained, or suffered by any interested party, prior to, subsequent to, or by reason of the acceptance or non-acceptance of any response by the Township, or by any reason of any delay in the acceptance of the response.
- The Township shall not be held liable for any errors or omissions in any part of this RFP. It is understood, acknowledged and agreed that while the Township has used considerable efforts to ensure an accurate representation of information in this RFP, the information contained in the RFP is supplied solely as a guideline for the supplier. The information is not guaranteed by the Township to be accurate, nor is it necessarily comprehensive or exhaustive. Nothing in the RFP is intended to relieve the supplier from forming their own opinions and conclusions with respect to the matters addressed in the RFP. There will be no consideration of any claim, after submission of Proposals, that there is a misunderstanding with respect to the conditions imposed by the contract.
- The supplier shall declare any actual or potential conflict of interest that exists now or may exist in the future with respect to the supplier's participation in this process and, if selected, the performance of the supplier's responsibilities pursuant to the retainer. The Township reserves the sole right and discretion to determine whether any situation constitutes an actual or potential conflict of interest and may disqualify any supplier on such basis.

EVALUATION CRITERIA

The acceptance of an RFP will be contingent upon, however not limited to the following considerations:

- Ability to meet all specifications and requirements.
- Qualifications and Experience
- Compliance with the RFP process
- Proposal/Quotation Price

OCCUPATIONAL HEALTH AND SAFETY:

At all times during the duration of the contract, when awarded, the supplier shall adhere to all conditions as outlined in the Occupational Health and Safety Act and all policies and practices adopted by the Township.



The Township of Sables-Spanish Rivers

11 Birch Lake Rd

Massey, ON

P0P 1P0

P 705-865-2646 - F 705-865-2736 - www.sables-spanish.ca

ACCESSIBILITY:

In accordance with the Accessibility for Ontarians with disabilities Act 2005, S.O. 2005, c.11, the Township of Sables-Spanish Rivers shall ensure that contracted service providers have regard for the accessibility for persons with disabilities in respect to goods and services purchased by the Township.

INSURANCE:

The successful supplier will carry liability insurance in the amount of not less than \$5,000,000.00 naming the Township as additional insured parties. Proof of liability insurance as well as a WSIB clearance certificate will be required upon award of the contract and prior to commencing any work.

PAYMENT:

Payment shall be based on 30 days following the delivery of the vehicle as outlined in the proposal, based upon invoiced amounts. If there are any shortages or deficiencies, a suitable amount will be withheld. Partial payments may be negotiated based upon successful inspection of municipal vehicle to the vendor.

INQUIRIES/SITE VISIT:

All inquiries regarding the Proposal contact:

Anne Whalen, Clerk-Administrator

11 Birch Lake Rd

Massey, ON P0P 1P0

705-865-2646 email: inquiries@sables-spanish.ca



The Township of Sables-Spanish Rivers

11 Birch Lake Rd

Massey, ON

P0P 1P0

P 705-865-2646 - F 705-865-2736 - www.sables-spanish.ca

SCHEDULE A

SPECIFICATIONS

The Township of Sables-Spanish Rivers is requesting proposals for the supply and delivery of a tandem truck frame, cab and winter maintenance equipment based on the following specifications:

- 450+ HP Diesel Engine (Cummins)
- Allison 4500 Automatic
- 22,000lb. Front Axle and Spring
- 52,000lb. Rear Capacity with driver controller locking differential
- Air Ride Cab
- Power Windows
- Heated Mirrors
- Cab to be Air Conditioned
- Louvered Engine Hood
- Air Dryer on Compressed Air System
- Hendrickson Truck Rear Suspension, Rubber Block (of appropriate capacity)
- 46 Rear Differential, with 4 way lock
- Wheel Base 228" (refer to Gin-Cor for box length)
- Tandem Axle Spread 60"
- Back Tires 22.5, Front Tires 425/65R22.5 or 385/65R22.5 (indicate which)
- Spare Front Tire on Rim
- Viking-Cives Hydraulic One Way with Hydraulic Tilt and standard Wing utilizing a Mast Cable System. The One Way will be equipped with Carbide Tipped Blades and the Wing will be equipped with a Blade Block system.
- 14 Foot Gin-Cor "U" Box with Sanding Capabilities
- Fuel Tanks with a 275 Litre Capacity
- Plumbed with pintle hook to tow 35 tonne float
- Drivers Seat, with Air Suspension, High Back, Two Arm Rests, Isolator, Adjustable Three Chamber Lumbar Adjustment, Three Way Rear Cushion Adjust, 3-14 Degree Back Angle Adjust, Vinyl Passenger Seat, Solid Mount, Vinyl, Arm Rests
- Passenger Seat – battery storage under seat

Please note that all mirrors and lighting arrangements must comply with MTO Winter Maintenance Standards for Snow Plows.



The Township of Sables-Spanish Rivers

11 Birch Lake Rd

Massey, ON

P0P 1P0

P 705-865-2646 - F 705-865-2736 - www.sables-spanish.ca

SCHEDULE B

TENDER FORM

TENDER PRICE

Supply and Delivery of tandem truck frame, cab and winter maintenance equipment.	\$
Subtotal	\$
HST (13%)	\$
Total	\$
*Bid Deposit included in the amount of:	\$ n/a

DATE OF DELIVERY

Please state the expected date for complete services.

Earliest Delivery Date	
Latest Delivery Date	

Signature of Authorized Person _____

Print Name _____

Title _____

Please note: Person signing must be authorized to conduct business on behalf of the company represented and to bind the company/individual to statements on this RFP/Contract. Failure to sign submission will result in a rejection of the proposal.



The Township of Sables-Spanish Rivers

11 Birch Lake Rd

Massey, ON

P0P 1P0

P 705-865-2646 - F 705-865-2736 - www.sables-spanish.ca

SCHEDULE C

SIGNATURE PAGE

Legal Name of Company: _____

Company Contact: _____

Address: _____

Phone / Fax Numbers: _____

Email: _____

Signed this _____ day of _____, 2024.

Print Name & Title of Authorized Person

Signature of Authorized Person

Print Name of Witness

Signature of Witness

Please note: Person signing must be authorized to conduct business on behalf of the company represented and to bind the company/individual to statements on this RFP/Contract. Failure to sign submission will result in a rejection of the proposal.

RFP SUMMARY – Supply and Installation a Dehumidifier

July 10, 2024

<u>Supply and Installation a Dehumidifier</u> (Quote excl. HST)		
Supplier	Type of Dehumidifier	Quote
CIMCO Refrigeration	MS2600 Electric Desiccant Dehumidifier	\$53,000.00
	7.5 Ton Mechanical Dehumidifier	\$50,000.00
	DH-S0-130 Gas Desiccant Dehumidifier	\$101,777.60

RFPs were to be submitted by 12:00 p.m. on July 10, 2024; and the above summary was compiled for Council’s information.



Amanda St. Michel – Deputy Clerk



Ruth Clare - Treasurer

June 25, 2024

Ref. No. 2264.04

Township of Sables-Spanish Rivers
P.O. Box 5, 11 Birch Street
Massey, ON POP 1P0

Attention: Ms. Anne Whalen
Clerk-Administrator

Re: Massey Community Centre Roof Repair

Dear Ms. Whalen:

The Phase 2 portion of the above-noted project was completed on June 30, 2023 which commenced the one (1) year warranty period. The warranty period expires on June 30, 2024.

To the best of our knowledge there are no issues that would have an effect on the release of the warranty holdback.

We recommend that on July 2, 2024 the Township issue payment to Douro Roofing & Sheet Metal Contractors Ltd. in the amount of \$9,029.27 (including \$1,038.77 HST). Please find enclosed Payment Certificate No. 7 which reflects the release of the Warranty Holdback.

Please contact us should you have any questions or wish to discuss.

Yours very truly,
Kresin Engineering Corporation



Mark K. Edwards, C. Tech.
Senior Technician

Encl.
MKE/eg
2264 mke ltr twp warranty release #2

July 10, 2024

COUNCIL MEETING: July 11, 2024 AGENDA GROUP: F

SUBJECT:

TILE DRAIN LOAN APPLICATION

BACKGROUND:

In 2008, Council enacted Borrowing By-Law 2008-31, being a bylaw to raise money to aid in the construction of drainage works under the *Tile Drainage Act*. The amount authorized under this bylaw is \$500,000.00. Landowners can make application for a loan to assist with the construction of tile drainage works on their farm land. The amounts available to the landowner are limited for 2024 to the lesser of:

- a) Amount applied for by the farmer;
- b) 75% of the value of the tile drainage work performed; or
- c) \$50,000 annually per farmer

Once Council approves the loan application, the farmer then proceeds to have the work completed by a licensed tile drainage contractor. When the work is completed, the Drainage Superintendent inspects the work and files an Inspection and Completion Certificate with the Clerk's Office. The municipality prepares the appropriate loan documents to send to OMAFRA. After processing these documents, OMAFRA issues a cheque to the municipality, which distributes the loan funds to each individual applicant.

All tile loans have 10-year terms and repayments are made annually. The municipality collects the loan repayments from the owner and remits them to OMAFRA. Defaulted payments are rare but are treated in the same manner as unpaid taxes. The loan can be repaid in full at any time with no penalty.

RECOMMENDATIONS:

BE IT RESOLVED THAT a tile drain loan in the amount of \$50,000.00 be approved for Leonard Bearinger.

ATTACHMENTS:

Tile Drain Loan Application: Leonard Bearinger

Ruth Clare
Treasurer

July 9, 2024

COUNCIL MEETING: July 11, 2024 AGENDA GROUP: D

SUBJECT:

WEBBWOOD FIRE WATERMAIN REPLACEMENT PROJECT

BACKGROUND:

Webbwood's fire hydrants are fed by what are described as fire watermain and are specifically for that purpose only. The required fire watermain replacement is an old wood-stave pipe that has been in a state of failure for several years. The proposed project plan would include installing a new steel casing by drilling under Highway 17 where it crosses at Mary Street, then rerouting the watermain along Mary Street on the south side of the highway and then connecting to the existing watermain on Young Street. A sketch of the project is included in the attached proposal from WSP.

On January 27th, 2021 Council entered into an agreement with WSP to provide design and geotechnical investigation for the replacement of the fire watermain. At that time, the Ministry of Transportation (MTO) had scheduled highway construction and the Township and WSP were trying to coordinate the project into MTO's work plan. Unfortunately, MTO would not agree to the Township completing the project in conjunction with the highway project. Some geotechnical work for the project was completed in 2022 and the Township was invoiced a total of \$15,950.00 plus HST for those services but nothing else.

The project has now been planned to be completed in 2024 and WSP has provided the Township with an updated agreement. The original geotechnical investigation was estimated at a cost of \$19,500.00 so WSP has included the remaining \$3,550.00 in their updated proposal.

2024 Project Budget

Engineering - \$70,000.00 budget - **Proposal amount is \$65,663.30**

Project Construction - \$450,000.00 budget.

RECOMMENDATIONS:

That the attached bylaw be enacted.

ATTACHMENTS:

***WSP - Engineering Services Proposal for Webbwood Fire Watermain Project - 2024
Bylaw 2024-***



July 5, 2024

Anne Whalen
Clerk-Administrator
Township of Sables Spanish Rivers
11 Birch Lake Road
Massey, Ontario P0P 1P0

Subject: Engineering Services Proposal for Webbwood Fire Watermain Project - 2024

Dear Anne Whalen:

The following proposal is for engineering services for the replacement of the Webbwood Fire Watermain in Webbwood, ON. The terms and conditions of the proposal are outlined in the attached WSP proposal from 2021.

The following table contains the updated fees for design works and contract administration services:

Fees

Geotechnical Report + MTO Permitting	\$ 3,550.00
Design & Tendering	\$ 16,753.30
Contract Administration (assumed 6 weeks of construction)	\$ 45,360.00
Total (exclusive of HST)	\$ 65,663.30

390 Bay Street - Suite 101
Sault Ste. Marie, ON
P6A 1X2

T: +1 705 942-2070
F: +1 705 942-3532
wsp.com



If you have any questions, please do not hesitate to contact the undersigned.

Yours sincerely,

A handwritten signature in black ink that reads "J Barrette".

Johnny Barrette, EIT
Civil Designer

A handwritten signature in blue ink that reads "D Spacek".

David Spacek, P.Eng., PMP
Manager of Municipal Infrastructure Northern
Ontario

jb/dms

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2024-41

Being a Bylaw to Enter into an Agreement with WSP
Canada Inc. for Engineering Services for the Webbwood
Fire Watermain Replacement Project

WHEREAS Section 10(1) of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

WHEREAS Section 10(2) of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that a municipality may pass bylaws relating to public assets of the municipality and the health, safety and well-being of persons;

AND WHEREAS it is deemed expedient to enter into an agreement with WSP Canada Inc. for the provision of engineering services for the Webbwood Fire Watermain Replacement Project;

NOW THEREFORE the Council of the Corporation of the Township of Sables-Spanish Rivers ENACTS AS FOLLOWS:

1. THAT the said agreement is attached hereto as Schedule 'A' to this bylaw;
2. THAT the Mayor and Clerk are hereby authorized to execute said agreement.

READ A FIRST AND SECOND TIME THIS 11th DAY OF JULY, 2024.

MAYOR – K. BURKE

DEPUTY CLERK – A. ST. MICHEL

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL
THIS 11th DAY OF JULY, 2024.

MAYOR – K. BURKE

DEPUTY CLERK – A. ST. MICHEL

PROPOSAL: ENGINEERING FOR THE REPLACEMENT OF THE FIRE WATERMAIN IN WEBBWOOD

SERVICE PROPOSAL



WSP
185 EAST STREET
SAULT STE. MARIE, ON
CANADA P6A 3C8

T: +1 705 942-2070
F: +1 705 942-3532
wsp.com





January 22, 2021

Clerk-Administrator
Township of Sables-Spanish Rivers
11 Birch Lake Road
Massey, Ontario, P0P 1P0

Dear Ms. Sloss:

Subject: Engineering for Fire Watermain Replacement - Webbwood, Ontario

It is with great pleasure that we submit our proposal to provide engineering services for the replacement of the old Fire Watermain in Webbwood, Ontario.

Should you have any question regarding the information in this Proposal, or should you require and additional information, please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D. Spacek', written over a horizontal line.

David Spacek, P.Eng., PMP
Manager of Municipal Infrastructure - Northern
Ontario

Encl.

185 East Street
Sault Ste. Marie, ON
Canada P6A 3C8

T: +1 705 942-2070
F: +1 705 942-3532
wsp.com



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1 INTRODUCTION / UNDERSTANDING

It is understood that the Corporation of the Township of Sables-Spanish Rivers would like to replace the existing fire watermain which crosses under Highway 17. The existing pipe is a wood-stave pipe and is in the state of failure. Furthermore, the MTO is planning some construction work along Highway 17 this summer. If possible, the new design should be incorporated into the MTO's work plan.

The

The Scope of Services for this Assignment will consist of the Detailed Design of the new fire watermain, as well as coordination with the MTO. Should this work not be completed by the MTO, WSP will assist the Township with the tendering process.

2 PROGRAM METHODOLOGY

Upon commencement, WSP's Surveying Team will mobilize to complete the topographical survey of the area and all other topographical features for use in the detailed design drawings. The survey work would commence as soon as possible. Since the area is currently snow-covered, our surveyors will attempt to collect as much information as possible. We may request assistance from Township staff to assist with locating buried infrastructure (watermain valves, etc.)

Once this information has been compiled and returned to the office, WSP's design team will begin preparing the preliminary design to review with the Township and the MTO. Once the preliminary design has been accepted by the MTO, WSP will complete the detailed design drawings for this Project, which are expected to be incorporated in the MTO's Work Plan (MTO Project GWP 5195-14-00 – Rehabilitation of Highway 17).

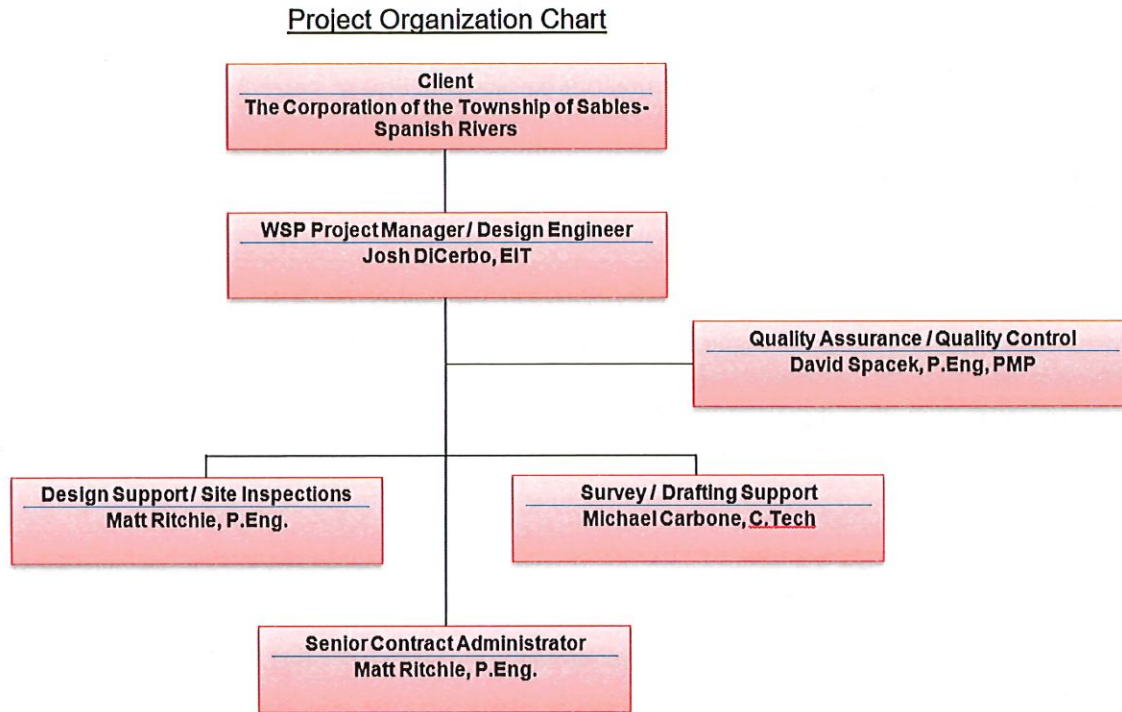
Should this work not be included in the MTO project, WSP will prepare Contract Drawings Specifications Document (OPSS) which will encompass the entire Scope of Work and general project requirements. Accompanying this submittal package will be a detailed construction cost estimate. This will serve as key information for any future submissions for Project Funding.

Once funding for this Project has been obtained, WSP will prepare the necessary Documents and Advertisements required for a Tendering of the Works. WSP will address any questions during Tendering and prepare Addendum as necessary.

Once a successful Contractor has been selected, WSP can provide a site inspection/contract administration budget.

3 PROJECT TEAM

3.1 ORGANIZATIONAL CHART



3.2 PROJECT TEAM

The WSP team that is proposed for this engineering assignment has a high level of experience and ability to see this Project through to a successful completion. This Team has been involved in many similar projects and is keenly aware of accuracy, continuity, value of engineering, and public contact.

DAVID SPACEK, P.ENG. – QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)

Mr. Spacek has over 22 years’ experience in civil and structural engineering. He is fully versed in the linear municipal (service) and roadway work of this project. He will serve as QA/QC on the final documents for this Project.

Mr. Spacek has a wide range of experience working with the Township of Sables-Spanish Rivers. He served as Lead Engineer for the Rehabilitation of the Agnew Lake Road Culvert (2014), Lead Engineer for the Emiry Road Bridge Replacement (2017) project and provided engineering QA/QC on the Watermain Pipe replacement project for Algoma Street and Front Street (2019). Mr. Spacek has also designed various road, rail, and water crossings for watermains.

JOSH DICERBO, EIT - PROJECT MANAGER / LEAD DESIGN ENGINEER

Joshua DiCerbo is working as a Project Manager in the WSP Sault Ste. Marie office. Mr. DiCerbo is experienced in the area of land development, linear infrastructure, stormwater management design, drainage studies, and culvert design/installations.

Joshua has participated in the design of drinking water supply systems, as well as sewage systems, site servicing, and contract administration.

Recently, Joshua has been involved in infrastructure/land development Project for the Batchewana First Nation with the Sanitary Sewage Pumping Station and Servicing.

Mr. Joshua DiCerbo will assist with the day-to-day design activities for this project as well as assist with the Document Control process.

MATTHEW RITCHIE, P.ENG - DESIGN SUPPORT / CONTRACT ADMINISTRATION

Mr. Matthew Ritchie is a Professional Engineer in the Sault Ste. Marie office. Mr. Ritchie has been working with the WSP Land Development teams in the Greater Toronto Area for the past six years and is very familiar with the requirements of municipal infrastructure. Recent projects include Basement Flooding Protection Program (\$38 million dollar contract on behalf of the City of Toronto), Watermain Rehabilitation Program, and several large subdivisions.

4 SCHEDULE

WSP anticipates completing the design for this Project promptly this spring such that it is “shovel-ready” for the 2021 construction season.

A Tendering/Construction schedule will be known once the Township approves funding for the construction.

5 DESIGN FEES

The fixed fee to complete the topographical survey and engineering design is \$ 15,805.

The above fees do not include a geotechnical investigation, however WSP can provide this service should the MTO require one. We recommend carrying a budget of \$19,500 to complete a geotechnical investigation to the MTO Standards for watermain crossings.

For reference, the breakdown of the geotechnical costs are outlined below.

Professional Fee incl Disbursements	
Layout, Field tech for Drilling, Lab work and Reporting	\$9,300
Truck-mounted Drill Rig - 4 boreholes to 4.5m	\$3,100
Base Cost	\$12,400
Provisional	
Core Drilling including water truck	\$2,500
MTO Road Occupancy	\$3,000
Traffic Control	\$1,200

Once the construction method is confirmed (MTO Contractor vs. Traditional Tender and Construction), WSP can provide a proposal for Inspections and Contract Administration.

The following items are not included in the above fee as they are not believed to be required for this Project. If requested, these services can be provided for additional fees.

- Legal Surveys;
- Environmental Assessments;
- Archeological Assessments;
- Application Fees/Permitting Fees;
- Material Testing Costs (During Construction); and
- Site Inspections and Contract Administration as noted above.

6 CLOSURE

We trust you will find our proposal clear, concise and responding to your needs. Should you have any questions or require further clarification, please contact the undersigned.

We look forward to working with you and your project team on this assignment.


Yours sincerely,



David Spacek, P.Eng., PMP
Manager of Municipal Infrastructure - Northern Ontario

WSP CANADA INC.
AUTHORIZATION FOR SERVICES

CLIENT: Township of Sables-Spanish Rivers	DATE: July 05, 2024
ADDRESS: 11 Birch Lake Road, Massey, ON P0P 1P0	
CONTACT NAME: Anne Whalen	
EMAIL: awhalen@sables-spanish.ca	
PROJECT NAME: Webbwood Fire Watermain Replacement	LOCATION: Webbwood, ON
AUTHORIZATION: CLIENT requests and authorizes WSP Canada Inc. having its head office at 1600 Rene-Levesque West, 16th floor, Montreal, Quebec, H3P 1P9 (“ WSP ”) to perform the services specified in the following BASIC SERVICES and ADDITIONAL SERVICES (“ SERVICES ”) in accordance with the terms and conditions of this Authorization for Services (“ AGREEMENT ”).	
BASIC SERVICES: Per Attached Proposal Document	
ADDITIONAL SERVICES: N/A	
EXCLUDED SERVICES: Per Attached Proposal Document	
SCHEDULE: Refer to General Conditions.	
COMPENSATION: CLIENT agrees to pay WSP for the performance of the Services on the following basis: Lump Sum of \$65,663.30 as per the payment terms identified in the Proposal Document.	
PAYMENT: WSP will invoice CLIENT: <input type="checkbox"/> biweekly <input checked="" type="checkbox"/> monthly <input type="checkbox"/> other Pre-Billing of 100%, Payment Required Prior to Submission of the Sealed Drawings for SERVICES performed and CLIENT agrees to pay each invoice within thirty (30) days without holdback. Interest at the rate of one per cent (1%) per month (or the maximum rate allowed by law, if lower) will be charged on all overdue amounts. WSP may suspend the SERVICES and retain all documents prepared in connection therewith, after giving CLIENT five (5) days' written notice, until any overdue amounts have been paid in full.	
PROFESSIONAL RESPONSIBILITY AND LEGAL LIABILITY: Refer to General Conditions.	
OWNERSHIP OF DOCUMENTS: Refer to General Conditions.	
TERMINATION: Refer to General Conditions.	
GOVERNING LAW: Refer to General Conditions.	
ENTIRE AGREEMENT: Refer to General Conditions.	
LANGUAGE: The parties hereto acknowledge having required that this AGREEMENT be drawn up in the English language. <i>Les parties aux présentes ont demandé que la présente entente soit rédigée en anglais.</i>	

Township of Sables-Spanish Rivers	WSP Canada Inc.
BY:	 BY:
NAME: Anne Whalen	NAME: David Spacek



THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2024-42

Being a Bylaw to confirm the proceedings of the special
Council Meeting held on July 11, 2024.

WHEREAS Section 5(3) of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that a municipal council shall exercise its powers by by-law, except where otherwise provided; and

WHEREAS in many cases, action which is taken or authorized to be taken by a Council or a Committee of Council does not lend itself to an individual bylaw or resolution of Council;

NOW THEREFORE the Council of the Corporation of the Township of Sables-Spanish Rivers ENACTS AS FOLLOWS:

1. THAT the actions of the Council of The Township of Sables-Spanish Rivers, at its meeting of Thursday, July 11, 2024 with respect to each motion, resolution, direction and other action passed and taken by the Council at its said meeting is, except where such resolutions or directions were passed in Closed Session, is hereby adopted, ratified and confirmed.
2. THAT the Mayor and the proper officers of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary and directed, and to affix the Corporate Seal to all such documents as required.

READ A FIRST AND SECOND TIME THIS 11th DAY OF JULY, 2024.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL
THIS 11th DAY OF JULY, 2024.

MAYOR – K. BURKE

DEPUTY CLERK – A. ST. MICHEL