



AGENDA

SPECIAL MEETING OF THE TOWN OF CARLETON PLACE

Tuesday, June 30, 2020, 6:00 p.m.
Virtual Zoom Meeting

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA

Recommended Motion:

THAT the Agenda be approved as presented.

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

4. BUSINESS

1. Childcare Expansion at 3 Francis Street Childcare Centre - Additional Funding for Playground (Communication 131082)

4

Diane Smithson, CAO, Tracey Freill, Manager of Childcare Services

Recommended Motion:

THAT Council authorize up to an additional \$150,000 towards the renovation and construction of playground area of the 3 Francis Street Childcare Centre to be funded by development charges and/or Childcare reserves.

2. Draft Architectural Plans - Carleton Place Library

Meriah Caswell, Manager of Library Services

Recommended Motion:

THAT Council schedule a special meeting on July 21, 2020 to receive a presentation from Jim Bell Architectural Design Inc. of the draft architectural plans and a preliminary cost estimate for the Carleton Place Public Library interior renovation project.

3. Bridge Street Pumping Station Tender PW3-2020 (Communication 131083) 9

David Young, Director of Public Works

Recommended Motion:

THAT Council award Contract PW3-2020 for the Bridge St. Pumping Station and Forcemain Upgrades to JC Sulpher Construction Ltd. in the amount of \$1,053,024.69 (includes Town's net share of HST); and

THAT Council authorize staff to proceed with utilizing funds from the Sewer and Water Reserve to fund the budget deviation of \$263,024.69 for the construction cost and construction administration services.

4. New McArthur Island Watermain Crossing, Gillies Bridge Rehabilitation and New Pedestrian Connection at Mill Street Tender 11

Dave Young, Director of Public Works

Recommended Motion:

THAT Council reject the bid received in response to Tender PW1-2020, due to budgetary constraints; and

THAT staff be directed to proceed to reissue the tender as soon as possible incorporating Bell Street into the tender; and

THAT Council authorize staff to proceed with developing a revised schedule and communication plan to ensure all those affected by this development are aware of the Town's plans.

5. BY-LAWS

1. By-law No. 59-2020 - Part Lot Control - 57-63 Stokes Drive 13

Recommended Motion:

THAT By-law 59-2020 (**Part Lot Control 57-63 Stokes Drive**) be read a first, second and third time, and finally passed.

6. ANNOUNCEMENTS

7. CONFIRMATORY BY-LAW

1. By-law No. 60-2020 - Confirmation of Council Proceedings

14

Recommended Motion:

THAT By-law 60-2020 (To Confirm Council Proceedings) be read a first, second and third time, and finally passed.

8. ADJOURNMENT

Recommended Motion:

THAT the meeting be adjourned at _____ p.m.

COMMUNICATION 131082

Received From: Diane Smithson, Chief Administrative Officer
Addressed To: Council
Date: June 30, 2020
Topic: 3 Francis Street Childcare Centre – Playground Area

SUMMARY

The tender for the addition to and renovation of the 3 Francis Street Child Care Centre closed on November 20, 2019. The project will see a 1,220.4 m² (13,136 ft²) addition to the south end of the 3 Francis Street Childcare Centre. This addition will provide an additional 88 new childcare spaces at the Centre and will add 15 new staffing positions.

As you may recall, the first time the Childcare project was tendered it came significantly over budget. We made some changes to the project and retendered it. One of the changes that was made was to reduce the playground area cash allowance by \$50,000 from \$300,000 to \$250,000. A playground plan was prepared by Lashley & Associates to complete renovations to the existing playground area to meet Ministry guidelines and add in new playground area for the additional children in the Centre. The playground plan was put out to tender to six (6) firms. Two (2) firms bid at tender closing with the lowest price being \$463,748.90 plus HST. As a result, while changes can be made to the scope of work to help reduce this amount, there is no way the project can be completed for \$250,000 and as a result, staff is asking for up to an additional \$150,000 to allow this component of the work to be completed.

BACKGROUND

In March of 2019, the Town received notification through the County of Lanark (the flow-through funding agency for the Province) that the Town would be receiving \$2,915,000 in funding from the Province towards an addition / renovation to the existing 3 Francis Childcare Centre. The Town tendered the project twice with the second tender being awarded last November. The entire project is required to be completed by December 31, 2020. The tender included a cash allowance in the amount of \$250,000 to complete a renovation to the existing playground area in order to meet Ministry regulations and install a new playground area to accommodate the spaces in the newly constructed addition.

The existing playground area is 11 years old. Over the years, there have been issues with the turf in the playground area resulting in water pooling, sink holes, etc. Other than basic maintenance to fix these and other issues, including with the splash pad, no major work of any nature has been undertaken to the playground area in the past 11 years. It should be noted that the original turf that was installed came from the football stadium at Lansdowne Park and was built to the standards at that time. As it does not drain properly, it causes ice build up in the winter which requires staff to use sand and salt on it and it impacts play time in the yard. Today's turf is greatly improved and is engineered to drain properly which will significantly improve the playground area.

COMMENTS

A playground plan was prepared by Lashley & Associates to complete renovations to the existing playground area to meet Ministry guidelines and add in new playground area for the additional children in the Centre due to the new Childcare space currently being constructed. The playground plan was put out to tender to six (6) firms. Two (2) firms bid at tender closing, as follows:

Thunderbolt Contracting Ltd.	\$463,748.90 plus HST
Strathmere	\$473,877.80 plus HST

Since the tender pricing was submitted, staff has been working with Lashley to try to cut the scope of work down. See attached breakdown of areas where savings can be made from the original scope of work. The original estimate by Lashley was \$328,023.17 plus HST with the lowest price in the tender being \$463,748.90 plus HST. The scope of work has been reduced and the new estimated price by Lashley is \$368,623.40 plus HST utilizing the unit rates, etc. that were received by the lowest bidder. One thing is clear and that is there is no way the project can be completed for \$250,000 and as a result, staff is asking for up to an additional \$150,000 to allow this component of the work to be completed. Staff will do its best to keep the amount as low as possible, but this would mean staff would not have to come back to Council again once we receive revised pricing from the contractor. Please note that it is not easy to quantify all items at this time which is why additional funding is being requested over an above the revised estimate amount.

It makes sense to complete the work now as there are less children in the Centre due to COVID restrictions and it will be easier to accommodate the lesser number of children and find alternate playground space to use. In addition, staff has confirmed with Ministry staff that the new childcare spaces cannot be filled without the playground space being constructed. The plan was not to fill the new childcare spaces until late 2020 or early 2021.

Argue Construction is required to oversee the playground construction. However, they are planning to be completed the addition and renovation by late August, early September. Given that the playground area has not been awarded yet, it is unlikely that it will be completed until October. The Town is in the process of hiring its Property and Project Manager and this person could oversee the playground work this fall without the Town having to pay extra to Argue Construction to manage this portion of the work.

FINANCIAL IMPLICATIONS

The current total of the project with construction and professional fees is \$3,366,650 plus HST. With the Town's net share of HST, this amount will increase to \$3,425,903.

The Town has received a grant from the Province of Ontario in the amount of \$2,915,000 towards the addition/renovation project at the 3 Francis Street Childcare

Centre. As the tender prices have come in over-budget, the balance of the project needs to be funded.

As this project will result in the creation of additional new childcare spaces in Town, and until such time as the Province's proposed changes to the Development Charges Act come into effect relating to "soft" services (Recreation, Childcare, Library), Council supported this project being included in the Town's Development Charges Background Study and that fees being collected to help pay for this project. If and when the changes to the Development Charges Act come into force (anticipated January 1, 2021) it is expected that soft services should be able to be converted to a Community Benefits Charge By-law and collected through that means.

By identifying this project as a growth-related project and including it in the Development Charges Background Study, the Town should be able to collect a good portion of the project amount over the grant from Development Charges/Community Benefits less the statutory 10% amount and the balance being pulled from Childcare reserves.

Any amounts remaining after grant funding and Development Charges can be paid for through Childcare reserves which currently stand at \$918,669 (\$183,730 of Francis Street capital reserves and \$734,939 of operating reserves). Staff believes that a portion of the additional up to \$150,000 being requested could be considered for Development Charges and if not, would be paid for through the Childcare reserves.

STAFF RECOMMENDATION

THAT Council authorize up to an additional \$150,000 towards the renovation and construction of playground area of the 3 Francis Street Childcare Centre to be funded by development charges and/or Childcare reserves.



BID REVIEW & DESIGN REVISIONS

PROJECT NAME: Carleton Place Childcare Playground
L+A PROJECT NO: 219751-1

202 950 GLADSTONE
AVENUE
OTTAWA, ON K1Y 3E6

T 613 233 8579
F 613 233 4051

W LashleyLA.com
E Mail@LashleyLA.com

			L+A	L+A	Revised	Revised
			ESTIMATE	ESTIMATE	Design	Design
ITEM	QTY	UNIT	UNIT PRICE	TOTAL PRICE	ADJUSTED UNITS	TOTAL PRICE
STARTUP + DEMOLITION + GRADING						
Mobilization	1	L.S.	\$2,500.00	\$2,500.00	1	\$3,000.00
Demolition, Excavation & Removals Excavation for safety surfacing, Demolition and stockpiling/ removal of existing play features and Removal of waste from site	1	L.S.	\$25,000.00	\$25,000.00	1	\$26,523.00
Subdrainage Includes installation of subdrainage piping, granulars & connections with existing CBs	109	Lin m	\$60.00	\$6,540.00	9	\$600.30
Connection of new Eavesroughing and Sump to existing Stormwater Pipe Includes installation of piping & connections with existing Stormwater Pipe, backfill granulars & compaction to achieve rough grade	1	Lump	N/A	N/A	1	\$5,350.00
Site Grading Includes grading for site to achieve finish grades	1,870	m²	\$5.00	\$9,350.00	1870	\$18,569.10
Berm Grading Includes granular fill and all grading works to achieve subgrades for safety surface	48	m³	\$85.00	\$4,630.00	0	\$0.00
Interior Plumbing Includes connection with existing water service for splash pads. Plumbing brought to edge of building	1	Lump	N/A	N/A	1	\$5,500.00
SUBTOTAL STARTUP + DEMOLITION + GRADING			\$44,920.00		\$59,542.40	
HARDSCAPE						
Cast in Place Concrete Curb Includes concrete and granulars for playground curb ** Changed to asphalt	25	Lin m	\$180.00	\$4,500.00	0	\$0.00
Cast in Place Concrete Includes 130mm depth concrete, reinforcement and granulars for concrete surfacing.	241	m²	\$120.00	\$28,920.00	65	\$15,600.00
Light Duty Asphalt Includes 50mm depth HL3 Asphalt and granulars for asphalt surfacing.	550	m²	\$60.00	\$33,000.00	812	\$55,013.00
SUB TOTAL HARDSCAPE			\$66,420.00		\$70,613.00	
SOFTSCAPE						
Type 1 Engineered Wood Fibre Includes 300mm depth EWF, geotechnical fabric and granulars	244	m²	\$46.00	\$11,224.00	150	\$9,300.00
Type 2 Wood Chips Includes 150mm depth wood chips and geotechnical fabric	104	m²	\$30.00	\$3,120.00	165	\$4,950.00
Poured in Place Rubberized Safety Surface Includes granular base	60	m²	\$375.00	\$22,500.00	0	\$0.00
Playground Sand Includes 300mm depth sand, granular base, geotechnical fabric and subgrade granulars	25	m²	\$85.00	\$2,125.00	73	\$5,110.00
Type 1A Artificial Turf Includes new artifical turf, nailer boards, ballasting, on existing granulars	256	m²	\$180.00	\$46,080.00	424	\$61,480.00
Type 1B Artificial Turf Includes new artifical turf, nailer boards, ballasting, setting screenings and granular base	19	m²	\$200.00	\$3,800.00	34	\$6,460.00
Type 2A Artificial Turf Includes salvaged artifical turf, nailer boards, on existing granulars	165	m²	\$150.00	\$24,750.00	0	\$0.00
Type 2B Artificial Turf Includes salvaged artifical turf, nailer boards, ballasting, setting screenings and granular base	25	m²	\$180.00	\$4,500.00	0	\$0.00
SUB TOTAL SOFTSCAPE			\$118,099.00		\$87,300.00	

SITE FURNITURE						
Log Beam Seats Includes logs, anchoring and finish	8	each	\$300.00	\$2,400.00	0	\$0.00
1.2m Ht. Chain Link Fence Includes salvaged black vinyl fence fabric, salvaged and components, posts, and footings	88	Lin m	\$100.00	\$8,800.00	88	\$10,736.00
1.2m Ht. Chain Link Fence Sliding Gates Includes salvaged black vinyl fence fabric, new frame, posts and footings	4	each	\$720.00	\$2,880.00	4	\$11,460.00
Re-installation of salvaged Play Structures Includes re-installation on existing sleeper foundations	2	each	\$2,000.00	\$4,000.00	1	\$5,731.00
Re-installation of existing Sheds Includes placement and levelling	3	each	\$500.00	\$1,500.00	3	\$2,292.00
SUB TOTAL SITE FURNITURE			\$19,580.00			\$30,219.00

SPLASH PAD EQUIPMENT						
Senior Splash Pad Includes all components, controllers, activators, piping, equipment and drains	1	lump	\$45,121.92	\$45,121.92	1	\$80,768.00
Toddler Splash Pad Includes all components, controllers, activators, piping, equipment and drains	1	lump	\$33,882.25	\$33,882.25	1	\$40,181.00
SUB TOTAL SPLASHPAD EQUIPMENT			\$79,004.17			\$120,949.00
SUBTOTAL			\$328,023.17			\$368,623.40

13% HST	\$42,643.01	\$47,921.04
TOTAL	\$370,666.18	\$416,544.44

PROVISIONAL ITEMS						
Line Painting for asphalt pathways Includes 100mm yellow centre line painting for circuit pathways	1	lump	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Shademaster Honey Locust / Gloditsia triacanthos var. inermis Shademaster 50mm Cal., WB.	4	each	\$550.00	\$2,200.00	\$0.00	\$0.00
Sygnus Log Jam Feature by Playground Planners	1	lump	\$36,466.00	\$36,466.00	\$0.00	\$0.00
Tree Guard	2	each	\$500.00	\$1,000.00	\$0.00	\$0.00
Composite Berm Slide 1200mm Ht. Curved Slide by Little Tikes Commercial. Standard colour. Set into berm	1	each	\$2,500.00	\$2,500.00	\$0.00	\$0.00
SUB TOTAL PROVISIONAL			\$43,166.00			\$0.00

COMMUNICATION 131083

Received From: Dave Young, Director of Public Works
Addressed To: Council
Date: June 30, 2020
Topic: Bridge Street Pumping Station Tender PW3-2020

SUMMARY

Tenders were received for the Bridge Street Pumping Station and Forcemain Upgrades until June 9th, 2020 at 2:00pm. The following bids were received at tender closing:

RANK	CONTRACTOR	BID PRICE (HST INCLUDED)	BID PRICE (INCL. TOWN'S SHARE OF HST)
1	JC Sulpher Construction	\$1,169,337.56	\$1,053,024.69
2	Black and McDonald	\$1,270,576.59	\$1,144,193.57
3	Thomas Fuller Construction Co.	\$1,319,035.00	\$1,342,250.01
4	Laurin General Contractors	\$1,374,106.00	\$1,398,290.26

JL Richards has completed a comprehensive review of submissions and recommends proceeding with awarding the contract to the low bidder JC Sulpher Construction.

The Town has not had any dealings with JC Sulpher in the past so staff did follow up with the contractor to provide examples of similar projects and references. All information provided supports the fact that this firm is highly competent and has more than sufficient capacity to undertake this project.

BACKGROUND

The Bridge St. Pumping Station was initially tendered in 2019 and the submissions at that time significantly exceeded the amount of funds that had been budgeted. Staff sought reasons for the cost difference which included the following:

- The tender completion date was very aggressive with substantial completion required within 7 months;
- Even though there was minimal underground works required for this project, the cost for this component created the largest financial deviation from budget forecast. From communications with contractors, it was confirmed that local capacity for sewer and water crews was non-existent.

Also, staff have confirmed that there had not been adequate allowance for inflation relating to Capital forecasting and that construction in this field has been experiencing much larger increases than general CPI. This issue was addressed in the 2020 Water and Sewer budget by increasing the budget amount for this project and taking this information into account for long term planning of Capital Projects.

After reviewing the scope of the work and finding very little in terms of potential cost savings for this project, it was determined that the best approach would be to provide a longer timeframe for the completion of the work. The tender was modified to extend the duration of the project to an 18-month allowance for completion.

Although there are still issues relating to contractor capacity, it now would seem apparent that the tender prices received are reflective of the value of this project.

FINANCIAL IMPLICATIONS

The budgeted amount for this project is \$900,000.00, leaving a shortfall of \$153,024.69. There are also contract administration and inspection costs that are anticipated to be \$110,000.00 which are not included in the above tender prices. Staff feels that all efforts to find cost efficiencies have been exhausted and this project needs to move forward regardless. In consultation with the Town's Treasurer, staff recommends that the budget deviation of \$263,024.69 (\$153,024.69 + \$110,000.00) be taken from the Sewer and Water reserve.

STAFF RECOMMENDATION

THAT Council award Contract PW3-2020 for the Bridge St. Pumping Station and Forcemain Upgrades to JC Sulpher Construction Ltd. in the amount of \$1,053,024.69 (includes Town's net share of HST); and

THAT Council authorize staff to proceed with utilizing funds from the Sewer and Water Reserve to fund the budget deviation of \$263,024.69 for the construction cost and construction administration services.

COMMUNICATION 131084

Received From: Dave Young, Director of Public Works
Addressed To: Council
Date: June 30, 2020
Topic: Tender PW1-2020 – New McArthur Island Watermain Crossing, Gilles Bridge Rehabilitation, and Mill St. Pedestrian Connection Improvements.

SUMMARY

Tenders were received for the above described project until 2:00 p.m. on Monday, June 29th, 2020.

The following bid was received at tender closing:

RANK	CONTRACTOR	BID PRICE (HST INCLUDED)	BID PRICE (INCL. TOWN'S NET SHARE OF HST)
1	Louis Bray Construction	\$3,641,990.00	\$3,279,724.79

BACKGROUND

The following work was included in the tender:

- The installation of a new watermain from Princess St. to Rosamond St, that will cross the Mississippi River by having insulated pipe attached to the Gilles and Mill St. Bridges.
- Rehabilitation of steel girders and concrete abutments and replacement of deteriorated bearings, along with other minor repairs of the Gilles Bridge
- The installation of a pedestrian pathway along Mill Street from the OVRT to Judson Street

COMMENTS

Although there were numerous plan takers for this tender posting, the fact that there was only one (1) bidder for this project was very disappointing. Also, the price received for this project exceeds the budgeted amount significantly. \$1,613,000.00 was included in the 2020 budget for this project. As previously discussed, all of the above described components are works that need to be completed in advance of undertaking the Central Bridge Project.

Staff and the Consultant have reached out to contractors that we anticipated receiving bids from and they have confirmed that they have no remaining capacity for a project of this nature in this calendar year.

Staff feels that the best approach would be to defer this project, incorporate Bell Street back into the tender package for completion in 2021, and commence construction on the Central Bridge and Bridge Street in 2022. This will obviously create issues with

all the stakeholders of these components of the Central Bridge Project including downtown businesses, private developers, utility companies, and the community at large

FINANCIAL IMPLICATIONS

\$1,613,000 was included in the 2020 budget for this project. The one bid received is \$\$1,666,724.79 over budget.

STAFF RECOMMENDATION

That Council reject the bid received in response to Tender PW1-2020, due to budgetary constraints; and

THAT staff be directed to proceed to reissue the tender as soon as possible incorporating Bell Street into the tender; and

THAT Council authorize staff to proceed with developing a revised schedule and communication plan to ensure all those affected by this development are aware of the Town's plans.

BY-LAW NO. 59-2020

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO EXEMPT CERTAIN LANDS FROM PART LOT CONTROL, PART OF BLOCK 119, REGISTERED PLAN 27M-77, BEING PARTS 1 TO 8 INCLUSIVE ON PLAN 27R-11456 AND PART OF BLOCK 136 REGISTERED PLAN 27M-77, BEING PARTS 9 TO 15 INCLUSIVE ON PLAN 27R-11456, IN THE TOWN OF CARLETON PLACE, IN THE COUNTY OF LANARK.

WHEREAS Subsection 7 of Section 50 of *The Planning Act*, R.S.O. 1990 as amended, authorizes a Municipality to provide a by-law that part lot control does not apply to land that is within registered plans or plan of subdivision or parts thereof, subject to the approval of the County of Lanark;

AND WHEREAS it is deemed expedient to exempt certain lands located in an area designated Residential in Development Permit By-law 15-2015, and described as Part of Block 119, Registered Plan 27M-77, being Parts 1 to 8 inclusive on Plan 27R-11456 and Part of Block 136, Registered Plan 27M-77, being Parts 9 to 15 inclusive on Plan 27R-11456, in the Town of Carleton Place, in the County of Lanark;

AND WHEREAS *The Planning Act*, subsection 50 (7.1) does not come into effect until approved by the County of Lanark;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. Subsection 5 of Section 50 of *The Planning Act*, R.S.O. 1990, as amended, does not apply to Part of Block 119, Registered Plan 27M-77, further described as Parts 1 to 8 inclusive on Plan 27R-11456 and Part of Block 136, Registered Plan 27M-77, further described as Parts 9 to 15 on Plan 27R-11456, in the Town of Carleton Place, in the County of Lanark.
2. This by-law shall be effective only to the extent necessary to permit:
 - a) The creation of blocks and parcels for construction purposes and to permit such lots to be charged and/or discharged
 - b) Individual dwelling units, together with appurtenant rights and easements in land associated therewith, to be conveyed to each initial purchaser of each individual dwelling unit;
And this by-law shall not be construed as to permit the further severance or re-subdivision of any such parcel.
3. This by-law shall become effective upon the approval of the County of Lanark and registration of the by-law in the land titles office.
4. This by-law shall expire and be of no further force and effect as of June 30, 2022.
5. The property is locally known as 57, 59, 61 and 63 Stokes Drive.

READ A FIRST TIME, SECOND TIME AND THIRD TIME AND FINALLY PASSED THIS 30th DAY OF JUNE, 2020.

Doug Black, Mayor

Stacey Blair, Clerk

BY-LAW NO. 60-2020

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9; shall be exercised by by-law;

AND WHEREAS the Council for The Corporation of the Town of Carleton Place deems it expedient that the proceedings of meetings of Council be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. That the actions of the Council of the Corporation of the Town of Carleton Place at its meeting held on **June 30, 2020**, in respect to each report, motion, resolution or other actions recorded and taken by the Council at its said meeting, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law;
2. That the Mayor and appropriate Manager of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said actions of the Council of the Town of Carleton Place referred to in the proceeding section;
3. That the Mayor and Clerk, and their designates, are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of the Corporation of the Town of Carleton Place to all such documents;
4. That the Treasurer, or designate, is hereby directed to execute any documents necessary on behalf of the Council of the Town of Carleton Place and to affix the corporate seal of the municipality to all such documents.
5. That this by-law shall come into effect upon final passage.
6. This by-law may be cited as the "**June 30, 2020 Confirmatory By-Law**"

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 30th DAY OF JUNE 2020.

Doug Black, Mayor

Stacey Blair, Clerk