

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, MAY 15, 2024
6:00 p.m.**

AGENDA

Members of the public wishing to attend can do so by attending in person to the Council Chambers in the Administration Centre located at 5786 County Road 21, Utopia.

1. OPENING OF MEETING BY THE MAYOR

The Township of Essa acknowledges that we are situated on land within the area of Treaty 18, also known as the Lake Simcoe-Nottawasaga Treaty, signed on October 17, 1818 between the Government of Upper Canada and the Anishinaabe Indigenous peoples. The Anishinaabe include the Ojibwe, Odawa and Pottawatomi Nations collectively known as the Three Fires Confederacy. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First nation, Metis and Inuit People.

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- p. 1 a. **Public Meeting**
Re: Proposed Amendments to the Fees and Charges By-law.

STAFF REPORTS

4. PLANNING AND DEVELOPMENT / BUILDING

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

- p. 6 a. **Staff Report FD001-24 submitted by the Fire Chief, re: Purchase of a New Fire Prevention Vehicle.**

Recommendation: **BE IT RESOLVED THAT** Staff Report FD001-24 be received for information; and

THAT Council authorize the Fire Chief to purchase a 2024 Chevrolet Silverado WT at the purchase price of **\$53,634.00 excluding applicable tax and licensing.**

7. PUBLIC WORKS

- p. 8 a. **Staff Report PW008-24 submitted by the Manager of Public Works, re: Award of Quotation – 2024 Road Resurfacing Double Surface Treatment and HL3 Hot Mix Asphalt Paving.**

Recommendation: **BE IT RESOLVED THAT** Staff Report PW008-24 be received; and **THAT** the quotation as received from **Dufferin Construction** be accepted in the amount of **\$836,000.00 (excluding HST)**, to complete the 2024 roads double surface treatment and HL3 hot mix asphalt paving projects, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction; and **THAT** Council authorize Staff to utilize the remaining (surplus) non obligatory Capital funding to complete further roads projects as contained in this report.

- p. 15 b. **Staff Report PW009-24 submitted by the Manager of Public Works, re: Award of Quotation – Road Resurfacing, Intersection Paving and Willoughby Trail Reconstruction**

Recommendation: **BE IT RESOLVED THAT** Staff Report PW009-24 be received; and **THAT** the quotation as received from **GIP Paving Inc.** be accepted in the amount of **\$1,666,148.62 (excluding HST)**, to complete 2024 Road Resurfacing, Intersection Paving and Willoughby Trail Reconstruction, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

- p. 18 c. **Staff Report PW010-24 submitted by the Manager of Public Works, re: Award of Quotation – Slurry Seal Treatment.**

Recommendation: **BE IT RESOLVED THAT** Staff Report PW010-24 be received; and **THAT** the quotation as received from **Duncor Enterprises Inc.** be accepted in the amount of **\$140,122.77 (excluding HST)**, to complete the 2024 Slurry Seal Treatment program on various locations within the Township limits, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

- p. 20 a. **Staff Report C006-24 submitted by the Deputy Clerk re: Healthy Accessible Community and Parks Committee Request**

Recommendation: **BE IT RESOLVED THAT** Staff Report C006-24 be received for information; and **THAT** Staff continue to work with the County of Simcoe to achieve suitable solutions in creating an accessible and barrier-free community.

- p. 32 b. **Staff Report C007-24 submitted by the Manager of Legislative Services, re: Automated Speed Enforcement Administrative Penalty Program Update.**

Recommendation: **BE IT RESOLVED THAT** Staff Report C007-24 be received for information.

10. CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

- p. 35 a. **Staff Report CAO017-24 submitted by the Chief Administrative Officer, re: Award of Contract – Maplewood Park.**

Recommendation: **BE IT RESOLVED THAT** Staff Report CAO017-24 be received; and

THAT the quotation as received from **Powcon Inc.** be accepted in the amount of **\$1,116,102.00 (excluding HST & provisional items)**, to construct the new park located at 191 Maplewood Drive in Angus contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction: and

THAT Council authorize Staff to utilize the remaining (surplus) budget to fund some of the tasks included in the Provisional schedule to an upset limit of \$183,000 (excluding HST).

11. OTHER BUSINESS

12. ADJOURNMENT

Recommendation: **BE IT RESOLVED THAT** this meeting of Committee of the Whole of the Township of Essa adjourn at _____pm., to meet again on the 5th day of June, 2024 at 6:00 p.m.



3a

**PUBLIC MEETING OUTLINE
PROPOSED AMENDMENT TO BY-LAW 2013-01
FEES AND CHARGES
MAY 17, 2024**

MAYOR:

The purpose of this Public Meeting is to provide the public an opportunity to comment on proposed amendments to the Township of Essa's Fees and Charges By-law specifically in relation to the newly proposed fees as recommended in Staff Report C005-24.

DESCRIPTION OF THE PROPOSAL – CLERK

In accordance with section 391 of the *Municipal Act*, 2001, as amended, a municipality is permitted to impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided; and
- (c) for the use of its property including property under its control".

Subsection 391(3) of the Municipal Act, further permits that a fee or charge may include costs related to:

- administration,
- enforcement, and
- the establishment, acquisition and replacement of capital assets.

At its meeting of May 1, 2024, Council received Staff Report C005-24 which provided an overview of newly recommended fees to be included in Essa's Fees & Charges By-law.

The proposed increase to department specific fees are as follows:

Fire Department Fees - Schedule "C" of By-law 2023-01			
Name of Existing Fee or Proposed New Fee:	Current Fee (N/A for new fee)	Proposed Fee:	Detailed justification or rationale for the proposed New or Amended Fee:
Burn Permit – Annual	\$40.00	\$50.00	Permit has not been updated since 2015, and is valid for one full calendar year (expires Dec 31 st annually) More complex today Code Compliance is more extensive
Commercial and Industrial Inspections (under 280 m2)	\$150.00	\$200.00	
Commercial and Industrial Inspections (over 280 m2)	\$250.00	\$300.00	
On-Site Inspections – Residential	\$50.00 per unit	\$75.00	
On-Site Inspections – Residential/Commercial	\$100.00 – 2 to 10 units	\$150.00	
On-Site Inspections – Residential/Commercial	\$150.00 – 10 or more units	\$200.00	
<i>Most Fees in Current Schedule have been unchanged for years and do not reflect inflation</i>			

3a

Building Fees - Schedule "D" of By-law 2023-01

Name of Existing Fee or Proposed New Fee:	Current Fee (N/A for new fee)	Proposed Fee:	Detailed justification or rationale for the proposed New or Amended Fee:
1. Minimum Permit Fee (unless otherwise designated by Flat rates)			
1.1	Minimum Building Permit Fee	\$100.00	\$125.00 In line with neighbouring municipalities
2. Tents and Temporary Structures (Not including Fire Department Inspection Fees)			
2.1	Tents (each)	\$100.00	\$125.00 Department Overhead Cost
2.2	Temporary Office/Trailer/Demountable stages & Related Structures	\$150.00	\$175.00 Department Overhead Cost
2.3	Other Temporary Structures including Bleachers (each)	\$150.00	
3. Group A, Assembly Uses			
3.1	New, Additions	\$1.25/sq ft	\$1.35/sq ft Harmonize fees with surrounding municipalities
4. Group B, Assembly Uses			
4.1	Group B, Institutional Uses – New, Additions	\$1.25/sq ft	\$1.35/sq ft Harmonize fees with surrounding municipalities
5. Group C, Residential Uses			
5.9	Pool Fence-In Ground	\$125.00 flat rate	\$150.00 flat rate Department Overhead Cost
6. Group D, Business and Personal Services			
6.1	New, Additions	\$1.25/sq ft	\$1.35/sq ft Harmonize fees with surrounding municipalities
7. Group E, Mercantile Uses			
7.1	New, Additions	\$1.25/sq ft	\$1.35/sq ft Harmonize fees with surrounding municipalities
10. Additional Charges for ALL Occupancies			
10.2	Commercial Cooking Hood	\$150.00 flat rate	\$175.00 flat rate Department Overhead Cost
11. Additional Fees for Private Sewage Systems			
11.6	Change of Use/MOE over 10,000L/Municipal Portion of Review	\$150.00 flat rate	\$175.00 flat rate Expanded scope-line to include municipal review & inspections for portions of MOE Septic Systems requiring Municipal Approval(s)

12.	Stand Alone Works			
12.1	Relocate Building	\$150.00 flat rate	\$175.00 flat rate	Department Overhead Cost
12.2	New Enlarged Exterior Windows/Doors (each	\$75.00 flat rate	\$100.00 flat rate	Fees to capture single alteration permits where minimum fees would apply; Involving increased structural review, inspection workloads and engineering reviews
12.3	Fire Alarm	\$150.00	\$175.00 flat rate	Cost Recovery of Standalone item based on Admin Review and Inspection time
12.4	Sprinkler	\$150.00 flat rate	\$175.00 flat rate	
12.5	Standpipe	\$150.00 flat rate	\$175.00 flat rate	
12.6	Electromagnetic Lock	\$150.00 flat rate	\$175.00 flat rate	
12.7	HVAC (Heating, Ventilation, Air Conditioning)	\$150.00 flat rate	\$175.00 flat rate	
12.8	Commercial Cooking Hood	\$150.00 flat rate	\$175.00 flat rate	
12.9	Dust Collector	\$150.00 flat rate	\$175.00 flat rate	
12.10	Spray Booth	\$150.00 flat rate	\$175.00 flat rate	
12.12	Modular Factory Built Homes (incl. Foundation)	\$1,000.00 flat rate	\$1.35/sq ft	Changed to include size, and to harmonize with other fees
15.	Special Services			
15.5	Churches	Zero Discount		ELIMINATE and replace with the following:
	Building Compliance Letter - Per property	\$100.00		(was listed in section 15.6)
15.7	Fence Permit	\$30.00		ELIMINATE and replace with the following;
	Miscellaneous Fees not Noted in Schedule "D"	N/A	TBD	NEW – Line Item added to capture items not included in Schedule D
15.17	Municipal Building Permits Discount	N/A	75%	New – Discount to promote compliance with building permit regulation by the Township; to be applied to building permits issued for municipal works
15.18	Pre-consultations – Building Department	N/A	\$100.00/hour	New – cost recovery of resources dedicated to submissions for proposals that are a loss to the building department

3a

16. Designated Structures				
16.1	Communication Tower	\$150.00 flat rate	\$175.00 flat rate	Department Overhead Cost
16.2	Exterior Storage Tank	\$150.00 flat rate	\$175.00 flat rate	
16.3	Retaining Wall per linear foot	\$150.00 flat rate	\$4.50 per foot (Min. \$175.00)	Adjustment to reflect retaining wall size & complexity; Cost Recovery
16.4	Satellite Dish	\$150.00 flat rate	\$175.00 flat rate	Department Overhead Cost
16.6	Wind Turbine per 10 kWh or portion thereof	\$150.00 flat rate	\$175.00 flat rate	Department Overhead Cost
16.7	Other OBC Structures not noted	\$150.00 flat rate	\$175.00 flat rate	Department Overhead Cost
16.8	Solar Collector <i>per 10kWh or portion thereof</i>	N/A	\$175/10kWh	New – Create to separate solar farms and other solar production from residential solar
Septic Permit Fees				
	Change of Use Permit Application	\$100.00	REMOVE	Remove – fee already reflected in other sections of Fee Schedule
	Consent – per Lot	\$100.00	REMOVE	
	File Search	\$75.00	REMOVE	
	Repair Permit	\$400.00	REMOVE	
	Sewage System Permit	\$650.00	REMOVE	
	Subdivision (per Lot)	\$500.00	REMOVE	
	Transfer of Permit (Septic Permit)	\$200.00	REMOVE	

In addition to the above-noted proposed Building Fees, the Building Department has also requested a series of housekeeping changes (language) to provide for better clarity to residents, of which are not contained in this Report.

COMMENTS FROM THE PUBLIC - MAYOR

Speakers must state their name and address so that proper records may be kept and notice of future decisions can be sent to those persons involved in the review process.

REPLY – MAYOR

Council may ask questions for clarification.

Public may respond to points clarified by Council and amendments suggested by Staff.

FINAL STATEMENT – MAYOR

If there are no further questions, Council wishes to thank all those in attendance for their participation. The Clerk's Department will be preparing a by-law to be presented to Council concerning this matter at the Regular Meeting scheduled on June 5, 2024.



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: FD001-24

DATE: May 15, 2024

TO: Committee of the Whole

FROM: D. Burgin, Fire Chief

SUBJECT: Purchase of a new Fire Prevention vehicle as part of the 2024 approved budget

RECOMMENDATION

That Staff Report FD001-24 be received; and

That Council authorize the Fire Chief to purchase a 2024 Chevrolet Silverado WT at the purchase price of \$53,634.00 excluding applicable tax and licensing.

BACKGROUND

The Essa Fire Department has been approved to hire a full time Fire Prevention Officer in 2024. This individual will require the use of a vehicle as part of the position as well as to be part of emergency responses during the week Monday through Friday. This vehicle was approved as part of the 2024 capital budget.

This capital expenditure will also require the purchase of all the items to convert the pickup truck into a fire emergency response vehicle such as emergency lighting, siren, stripping, console and radio installation. All items are included within the 2024 budget.

COMMENTS AND CONSIDERATIONS

Several pickup trucks have been investigated and three quotes for similar vehicles obtained.

Quote	Price	Comments
Georgian Chevrolet – 2024 Silverado WT	\$53,634.00 excluding tax and licensing fees	7 to 8 weeks delivery
Hanna Ford – 2024 F150	\$56,558.00 excluding tax and licensing fees	7 to 8 weeks delivery – possibly longer
Barrie Chrysler – 2024 Dodge Ram	\$56,424.00 excluding tax and licensing fees	7 to 8 weeks delivery

6a

FINANCIAL IMPACT

Council approved \$70,000 (Development charges) in the 2024 Fire services Capital Budget. The Lowest bidder (Georgian Chevrolet) is \$16,366.00 less than the approved Capital Budget.



Manager of Finance

SUMMARY/OPTIONS

Council may:

1. Take no further action.
2. **Authorize the Fire Chief to purchase a 2024 Chevrolet Silverado WT from Georgian Chevrolet at the cost of \$53,634.00 excluding tax and licensing fees.**
3. Direct staff in another manner.

CONCLUSION

Option #2 is recommended.

Respectfully submitted by:

D. Burgin

D. Burgin, Fire Chief

Reviewed by:



Michael Mikael, P. Eng, CAO



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PW008-24

DATE: May 15th, 2024

TO: Committee of the Whole

FROM: John Kolb – Manager of Public Works

SUBJECT: Award of Quotation – 2024 Road Resurfacing Double Surface Treatment and HL3 Hot Mix Asphalt Paving

RECOMMENDATION

That Staff Report PW008-24 be received; and

That the quotation as received from **Dufferin Construction** be accepted in the amount of **\$836,000.00 (excluding HST)**, to complete the 2024 roads double surface treatment and HL3 hot mix asphalt paving projects, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township’s satisfaction; and

That Council authorize Staff to utilize the remaining (surplus) non obligatory Capital funding to complete further roads projects as contained in this report.

BACKGROUND

2024 Public Works prioritized Capital Budget included the following approved double surface treatment projects:

Project Name	Total Approved Capital Budget (excluding HST)
8 th Line Reconstruction Double Surface	\$995,000 (\$297,000 Infrastructure Renewal Res – \$698,000 Interest Fund)
9 th Line Reconstruction -Double Surface Treatment	\$910,000 (\$455,000 Infrastructure Renewal Res – \$455,000 Asset Management Res.)
10 th Line Reconstruction - Double Surface Treatment	\$910,000 (\$400,000 Taxation – \$510,000 OCIF carry forward)

The tender included the following three (3) projects and scopes of work:

- a) **8th Line, from Highway 89 to 5th Sideroad** – Supply, place, and compact 50mm HL3 Hot Mix Asphalt paving complete with asphalt curb with wide gutter, asphalt outlets and asphalt spillways (per OPSD standards) on steep hill slopes

and supply, place, grade, and compact Double Surface Treatment on the remaining sections of road, as per the contract drawings and as directed by the Township. The width of the HL3 asphalt paving is 7.0 metres and the estimated length of HL3 paving is approximately 1,450 metres. The width of the double surface treatment is 8.6 metres, and the estimated length of double surface treatment is approximately 1,550 metres.

- b) **9th Line, from 20th Sideroad to 25th Sideroad** – Supply, place, grade, and compact Double Surface Treatment as per the contract drawings and as directed by the Township. The width of the double surface treatment is 8.6 metres, and the estimated length of double surface treatment is approximately 3,070 metres.
- c) **10th Line, from Highway 89 to 5th Sideroad** – Supply, place, grade, and compact Double Surface Treatment as per the contract drawings and as directed by the Township. The width of the double surface treatment is 8.6 metres, and the estimated length of the double surface treatment is approximately 3,022 metres.

COMMENTS AND CONSIDERATIONS

The tender document was posted on the Biddingo website on April 9th, 2024, and closed on May 3rd, 2024.

The following is a summary of the tender results:

BIDDER	TENDER DEPOSIT	TOTAL TENDER (Not including HST)
DUFFERIN CONSTRUCTION	\$20,000.00	\$836,000.00
DUNCOR ENTERPRISES INC.	\$20,000.00	\$1,098,985.38

The Scope of work includes HF 150S emulsion double surface treatment (OPSS. PROV 1103). Double surface treatment will follow OPSS 304.

Aggregates shall follow OPSS 1003, as determined by an approved laboratory in Ontario’s inter-laboratory correlation program:

- Aggregates for the first application (first pass {Binder}) shall be Class 2.

All labour, equipment and materials, traffic control, required to supply and place all materials are included.

A letter describing the project timeline and traffic management plan will be mailed out to the residents within the construction limits to ensure public engagement.

The following conditions will apply:

- The Contractor shall complete this contract in its entirety by August 30th, 2024
- Gravel A will be supplied by the Township for final grading and 50mm shoulder raising were applicable as per PW007-24
- Liquidated Damages will apply to this contract in the amount of \$500 for each and every calendar day after August 30th, 2024, in case all the work called for under the contract is not finished or completed within the date of completion of contract time (August 30th, 2024) or completed within the date of completion specified aforementioned or as extended in accordance with subsection GC3.07, of MTO General Conditions of Contract
- One year warranty shall apply to work.

OTHER COMMENTS AND CONSIDERATIONS

Staff recognized deterioration to 1 km road segment of McKinnon Road and formation of alligator cracks north of County Road 90 which is also related to the poor drainage issue to the extend of 2nd Line of Township of Clearview (Mad River).



Staff recommends micro sealing or surface treating the deteriorating road sections of the McKinnon Road Line **via a change order** with Duncore enterprise or Dufferin Construction if micro sealing is the preferred option - utilizing the non regulatory fund envelope of the remaining capital budget surplus **if time is available during the 2024 Construction Session.**

Staff will also reach out to Clearview to discuss the drainage issues and a remedial plan in the upcoming years.

EMERGENCY REPAIRS AND REMEDIATION

In April 2024 remedial work commenced related to the land slide that occurred on the road segment of the 5th Line. Staff observed that the existing steel culvert was damaged and shifted which has resulted in significant works required to stabilize the embankment and restore the road back to its original condition. Works will include, partial or full culvert replacement, slope stability, lowering road profile, installing drainage system and repaving the road after all work is completed.

Worth to mention that the culvert has partially/fully collapsed on the other side of the embankment. As a result, staff will be extending the road closure until the end of August.



7a



Staff recommends funding the Emergency 5th Line repairs from the non-regulatory fund envelope of the remaining Surplus Capital Budget.

Over the last few years, bridge No.9 (5th Line) has also accumulated enough trees between the spans which started impacting the bridge banks (washing bridge banks). This also requires immediate attention and removal to avoid any structure damages to the aged bridge.

Staff recommend funding the cleaning and remediation of the bridge banks from the non-regulatory fund envelope of the remaining surplus capital budget.

Worth to mention that Staff will be reporting to Council in the near future regarding the aged bridge replacement strategy.





FINANCIAL IMPACT

2024 Public Works prioritized Capital Budget included the following approved resurfacing projects:

Project Name	Total Approved Capital Budget (excluding HST)	Required Budget to Cover Gravel Supply (excluding HST) as per PW007-24	Dufferin Construction (including provisional items - excluding HST) Bid amounts	Remaining Capital Budget
8 th Line- Reconstruction -Hot Mix and Double Surface Treatment	\$995,000.00	\$150,241.50	\$392,377.93	\$452,380.57
9 th Line Resurfacing	\$910,000.00	\$150,241.50	\$231,532.80	\$528,225.70
10 th Line Resurfacing	\$910,000.00	\$150,241.50	\$212,089.27	\$547669.23
Total			\$836,000.00	
Total Remaining Budget (Surplus) : \$1,528,275.50				

**All above-noted figures are excluding applicable tax, testing, aged culvert replacements and equipment rental as required.*

The majority of the work will be completed in house:

- Realignment and surveying services as required.
- Pulverization and grading the roads.
- Inspection and replacement of any deficient culverts
- Contract Administration and Hydro seeding.
- 50mm thick layer of granular A (quarried) on shoulders
- Supplying Type, A gravel as per PW007-24

7a

All received quotations were evaluated by staff utilizing the established evaluation weight criteria. In accordance with the Procurement Policy, “the lowest bid is not necessarily accepted”.

In addition to Council accepting the aforementioned quotation, Staff is also seeking authorization from Council as follows:

- Authorize staff to utilize the remaining non regulatory fund enveloped related to 8th Line, 9th Line and 10th line Reconstruction & for the repair of McKinnon Road. The cost will range from \$50,000 to \$200,000 depending on the preferred option.
- Authorize staff to utilize the remaining non regulatory fund enveloped related to 8th Line, 9th Line and 10th line Reconstruction & for the repair of the 5th Line. The cost will range from \$100,000 to \$200,000.
- Authorize staff to utilize the remaining non regulatory fund enveloped related to 8th Line, 9th Line and 10th line Reconstruction & for the cleaning and remediation of the 5th Line Bridge (Bridge no.9). The cost will range from \$50,000 to \$90,000.



Manager of Finance

SUMMARY/OPTIONS

Council may:

1. Take no action.
2. Award of tender to Dufferin Construction in the amount of \$ 836,000.00(excluding HST)
3. Authorize Staff to utilize the remaining (surplus) non obligatory Capital funding to complete further roads projects as contained in this report.
4. Direct Staff in another course of action to follow up in the current plan

CONCLUSION

Staff recommends that Options 2 and 3 be approved, given that this contractor is in a good standing with the Township and with no known past performance problems.

Respectfully submitted Reviewed by:
by:

Reviewed by:



Rachele Brown
Engineering Coordinator



John Kolb
Manager of Public Works
(Interim)



Michael Mikael
Chief Administrative Officer



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PW009-24

DATE: May 15th, 2024

TO: Committee of the Whole

FROM: John Kolb – Manager of Public Works

SUBJECT: **Award of Quotation – Road Resurfacing, Intersection Paving and Willoughby Trail Reconstruction**

RECOMMENDATION

That Staff Report PW009-24 be received; and
 That the quotation as received from **GIP Paving Inc.** be accepted in the amount of **\$1,666,148.62 (excluding HST)**, to complete 2024 Road Resurfacing, Intersection Paving and Willoughby Trail Reconstruction, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction.

BACKGROUND

2024 Public Works prioritized Capital Budget included the following Asphalt resurfacing projects:

Project Name	Total Approved Capital Budget (excluding HST)
5 th Sideroad Resurfacing (Part A)	\$1550,000 (\$725,766 OCIF – \$824,234 Asset Management Res.)
William Street -Stoddart Street Urbanization (Part C)	\$500,000 (\$450,000 Roads DC - \$50,000 Infrastructure Renewal Res.)
Intersection Improvement (Parts D – H)	\$260,000 (\$260,000 EST* Interest Fund)
Willoughby Road Trail (Part B)	\$120,000 (\$120,000 Parks & Rec. Res.)

This contract is for road construction services involving asphalt resurfacing, intersection approach paving and trail reconstruction at the following locations:

- Part A - 5th Sideroad resurfacing, from 8th Line to 11th Line (Partially Provisional)
- Part B – Willoughby Road trail reconstruction at 4th Line (Provisional)
- Part C – William St., Stoddart St. and Victoria St. resurfacing, Village of Thornton
- Part D – 5th Line asphalt repair, north of 25th Sideroad
- Part E – 6th Line and Smith Road intersection approach paving
- Part F – 10th Sideroad and Simcoe Road 56 intersection approach paving
- Part G – 6th Line and 5th Sideroad intersection approach paving
- Part H – 10th Line and 10th Sideroad intersection approach paving

COMMENTS AND CONSIDERATIONS

The tender document was posted on the Biddingo website on April 9th, 2024, and closed on May 3rd, 2024.

The following is a summary of the tender results:

Bidder	Deposit	Total Price Excluding HST
GIP Paving Inc.	10% of Tender Price	\$ 1,666,148.62
Lisbon Paving Co. Limited	10% of Tender Price	\$1,734,892.50
IPAC Paving Limited	10% of Tender Price	\$1,795,887.00
Dufferin Construction	10% of Tender Price	\$1,819,360.00
Georgian Paving	10% of Tender Price	\$1,849,926.50

A letter describing the project timeline and traffic management plan will be mailed out to the residents within the construction limits to ensure public engagement.

FINANCIAL IMPACT

Council approved **\$260,000.00** – Rural Intersection Upgrades in the 2024 Public Works Prioritized Capital Budget (**\$260,000.00– Existing Intersection Fund**).

Council approved **\$130,000.00** – Willoughby Road Pathway in the 2024 Public Works Prioritized Capital Budget (**\$10,000– Existing Intersection Fund and \$120,000.00 from Parks and Recreation Reserves**).

Council approved **\$1,550,000.00** – 5th Line in the 2024 Public Works Prioritized Capital Budget (**\$725,766.00 – Reserve Fund and \$824,234.00 from OCIF**).

Council approved **\$500,000.00** – William St., Stoddart St. and Victoria St. Urbanization in the 2024 Public Works Prioritized Capital Budget (**\$450,000.00– Reserve Fund and \$50,000.00 from Roads Infrastructure Renewal Reserve**).

76

The lowest bidder GIP Paving breakdown included (excluding applicable tax):

Project Name	Total Approved Capital Budget (excluding HST)	GIP Paving Inc. (including provisional items- excluding HST)	Remaining Capital Budget
Part A - 5th Sideroad resurfacing, from 8th Line to 11th Line (Partially Provisional)	\$1,550,000.00	\$1,116,561.98	\$ 433,438.02
Part B – Willoughby Road Trail Reconstruction (Provisional)	\$120,000.00	\$ 83,703.40	\$ 36,296.60
Part C – William St., Stoddart St. and Victoria St. resurfacing, Village of Thornton	\$500,000.00	\$ 371,044.34	\$ 128,955.66
Parts D – H Intersection Improvement	\$260,000.00	\$ 94,838.90	\$ 165,161.1
Total		\$1,666,148.62	
Total Remaining Budget (Surplus) :			<u>\$ 763,851.38</u>



 Manager of Finance

SUMMARY/OPTIONS

Council may:

1. **Award of tender to GIP Paving Inc. in the amount of \$ 1,666,148.62 (excluding HST).**
2. Direct Staff in another course of action to follow up in the current plan.

CONCLUSION

Staff recommends that **Option 1** be approved, given that this contractor is in a good standing with the Township and with no known past performance problems.

Respectfully submitted Reviewed by:
 by:

Reviewed by:







Rachele Brown
 Engineering Coordinator

John Kolb
 Manager of Public Works
 (Interim)

Michael Mikael
 Chief Administrative Officer



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PW010-24

DATE: May 15th, 2024

TO: Committee of the Whole

FROM: John Kolb – Manager of Public Works

SUBJECT: Award of Quotation – Slurry Seal Treatment

RECOMMENDATION

That Staff Report PW010-24 be received; and

That the quotation as received from **Duncor Enterprises Inc.** be accepted in the amount of **\$140,122.77 (excluding HST)**, to complete the 2024 Slurry Seal Treatment program on various locations within the Township limits, contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township’s satisfaction.

BACKGROUND

2024 Public Works prioritized Capital Budget included the following approved surface treatment projects:

- **6th Line Dead-end:** From 25th Sideroad to the Dead End
- **8th Line:** 20th Sideroad and 25th Sideroad
- **6Th Line:** From County Road 21 South 1.5 Km
- **Pine River Road:** From between Mill St. and Coulson Ave. to the Dead End

COMMENTS AND CONSIDERATIONS

The tender document was posted on the Biddingo website on April 9th, 2024 and closed on May 3rd, 2024.

A letter describing the project timeline and traffic management plan will be mailed out to the residents within the construction limits to ensure public engagement.

FINANCIAL IMPACT

Council approved **\$180,000.00**–Micro Sealing Program in the 2024 Public Works Prioritized Capital Budget. (**\$180,000.00 - Infrastructure Renewal Reserves**).

Bidder	Deposit	Total Price Excluding HST
DUNCOR ENTERPRISES INC.	\$10,000.00	\$140,122.32
Miller Paving Limited	\$10,000.00	\$174,091.92

- The Lowest Bidder Duncor Enterprises Inc. is \$39,878 less than the approved Capital Budget ((*assuming no change orders and/or other issues during construction*)).



 Manager of Finance

SUMMARY/OPTIONS

Council may:


- Award of tender to **Duncor Enterprises Inc.** in the amount of **\$ 140,122.32 (excluding HST)**
- Direct Staff in another course of action to follow up in the current plan

CONCLUSION


Staff recommends that **Option 1** be approved, given that this supplier is in a good standing with the Township and with no known past performance problems.

Respectfully submitted Reviewed by:
by:

Reviewed by:



 Rachele Brown
 Engineering Coordinator



 John Kolb
 Manager of Public Works
 (Interim)



 Michael Mikael
 Chief Administrative Officer



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: C006-24

DATE: May 15, 2024

TO: Committee of the Whole

FROM: Sarah Corbett, Deputy Clerk

SUBJECT: Healthy Accessible Community and Parks Committee Request

RECOMMENDATION

That Staff Report C006-24 be received for information; and
That Staff continue to work with the County of Simcoe to achieve suitable solutions in creating an accessible and barrier free community.

BACKGROUND

Based off the 2001 Ontarians with Disabilities Act, the Ontario government decided to further elaborate on this Act. In 2005, the Accessibility for Ontarians with Disabilities Act (AODA) came into effect, making Ontario the first province to enact such ground-breaking legislation. This new Act's purpose is to create accessibility standards that organizations from public, private, and non-profit sectors must follow and to make an accessible province for all Ontarians.

The purpose of the AODA is to develop, implement, and enforce accessibility standards or rules so that all Ontarians will benefit from accessible services, programs, spaces, and employment. The standards help organizations to prevent or remove barriers that limit the things people with disabilities can do, the places they can go, and the attitudes of service providers toward them.

In 2016, the five standards of the AODA were combined under the Integrated Accessibility Standards Regulation (IASR). The five standards are:

- Information and communications
- Employment
- Transportation
- Design of public spaces
- Customer service

Transportation Standard of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA).

The Transportation Standard requires transportation service providers to ensure features and equipment on routes and vehicles are accessible to passengers with disabilities. Further, the Standard does require transportation service providers to ensure that transit stops are accessible and barrier free. If it is identified that a transit stop is not accessible, passengers must be able to board or disembark at the nearest safe accessible location along the vehicle's route. Drivers of the transportation service are required to report inaccessible stops as well as any temporary barriers. A barrier is anything that prevents persons with disabilities from fully participating in society.

County of Simcoe Accessibility Advisory Committee: (excerpt from www.simcoe.ca)

The County of Simcoe Accessibility Advisory Committee was established in accordance with the Ontarians with Disabilities Act, 2001, and the Accessibility for Ontarians with Disabilities Act, 2005. Its purpose is to advise County Council on ways to improve opportunities for persons with disabilities with respect to County programs, services, and facilities. The Accessibility Advisory Committee provides advice, for County Council's consideration regarding the identification, removal, and prevention of barriers to persons with disabilities. It also provides input and consultation to staff regarding the preparation, implementation, and monitoring of the County's accessibility plans. The Simcoe County Accessibility Advisory Committee reports to the Council Committee of the Whole.

Healthy Accessible Community and Parks Committee:

At its meeting on December 21, 2022 Council passed a resolution for the creation of the Healthy Accessible Community and Parks Committee (HACP) for the 2022-2026 Council term. The HACP is dedicated to advise and assist the Township in promoting and facilitating a barrier-free healthy community while improving the quality of life for all persons and promoting equal opportunity for citizens of all abilities.

In April 2024 Staff became aware of several accessible concerns (Attachment #1).

Ms. Ruffolo seeks to have the following items addressed:

- Audible pedestrian signals not installed, inoperative or poorly timed along Mill Street
- Traffic signals at Mill Street and Brentwood Road have no pedestrian signals
- Location of Linx bus stop locations at Mill Street and Highway 90 (Barrie to Wasaga Beach)
- Location of Linx bus stop locations at Brentwood Road and Commerce Park Drive.

The Township of Essa recognizes and has advised to Ms. Ruffolo that the above noted concerns are under the jurisdiction of the County of Simcoe. However, Staff felt that it was appropriate to make the Township of Essa's HACP Committee aware of the concerns as the outlined concerns are located within the Township of Essa.

At its meeting held on Thursday April 25, 2024 the HACP Committee passed the following motion:

BE IT RESOLVED THAT the Healthy Accessible Community and Parks Committee seeks Council’s support in sending a letter to the County of Simcoe Accessibility Committee asking for them to review/audit the accessibility of the Linx Transit Stops in Angus and the accessibility of the pedestrian signals on Mill Street in Angus, and **THAT** the County of Simcoe Accessibility Advisory Committee is asked to provide the Township of Essa’s HACP Committee with their findings and recommendations as presented to the County of Simcoe Committee of the Whole.

COMMENTS AND CONSIDERATIONS

Upon the receipt of Ms. Ruffolo’s letter, CAO, Michael Mikael forwarded it to Christian Meile, Director, Transportation and Engineering for the County of Simcoe for consideration and comment.

Mr. Meile has provided the Township of Essa with a response (Attachment #2) outlining the following:

- Review of all existing intersections in Angus to estimate costs for replacement of the Audible Pedestrian Signals including a replacement timeline
- Assessment and improvement of Link Transit bus stops within Angus

Essa and the County of Simcoe are actively working together to create a solution to address the concerns as outlined in Ms. Ruffolo’s letter. At this time, Staff are of the position to continue to positively work with the County to achieve suitable solutions in creating an accessible and barrier free community.

FINANCIAL IMPACT

There is no financial impact.



Manager of Finance

SUMMARY/OPTIONS

Council may:

1. Take no further action.
2. **Receive the report for information and direct Staff continue to work with the County of Simcoe to achieve suitable solutions in creating an accessible and barrier free community.**
3. Direct staff in another manner.

9a

CONCLUSION

Option #2 is recommended.

Respectfully submitted by:

Reviewed by:

Reviewed by:



Sarah Corbett, Deputy Clerk



Lisa Lehr, Clerk



Michael Mikael, CAO

Attachments:

1. Letter from Ms. Ruffolo
2. Email from C. Meile, County of Simcoe

April 15, 2024

Essa Township

5786 Simcoe County Road 21
Utopia, ON L0M 1T0

Sarah Corbett, Deputy Clerk
705-424-9917 ext. 116

scorbett@essatownship.on.ca

County of Simcoe Administration Centre
1110 Highway 26 Midhurst, Ontario L9X 1N6 service@simcoe.ca

RE: Accessibility for persons with Disabilities: Audible Traffic Signals- Sidewalks

This letter is regarding the issues and concerns I have about the barriers for persons with disabilities and conversations that I had with Township and County staff.

Oftentimes able-bodied institutions treat people with disabilities as an afterthought or force them to accept less service, quality or convenience. Additionally they are asked to endure scrutiny, waiting for months, and years for reports, assessments, and asked to provide proof that these are "barriers" that restrict their autonomy.

My husband lost his vision recently; we are 30 yr plus residents of Angus/ County of Simcoe. My husband continually faces barriers, restricting his independence. He is trying to adapt to his sight loss and now he asks for consideration for the right to remain independent.

I realize that this letter does not also include the several barriers to those in a wheelchair, seniors and those with other physical disabilities. I can only imagine what barriers they experience.

In this journey for redress; we have been given the following responses "Write down your concerns," "We will do a study"," We will conduct a investigation "Generate a report by A, B, C departments", "Look into it", "It is not part of our responsibility" "Will present to the township in the next budgetary meeting next year" "Planning something really soon" and other similar responses.

Mr. David Lepofsky (advocate for persons with disabilities) expresses it clearly.

*"I find that people with disabilities, the perception is like we're asking for so much and then we're coming off as complainers ... And that's an attitude barrier that needs to change." David Lepofsky
Vanessa Baintec · CBC News · Posted: Jan 02, 2024*

My husband feels that way; it is difficult for him to ask for these considerations including a sidewalk, audible traffic signals so that he can use bus transportation,(Linx) or even to go to the store, and that these be maintained and cleared during the winter months.

9a

"Barrier" is clearly outline in Accessibility for Ontarians with Disabilities Act , 2005

regulations. 2005, c. 11, s. 29(4). (Source: Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, s.28

"accessibility standard" means an accessibility standard made by regulation under section 6; ("norme d'accessibilité")

"barrier" means anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice; ("obstacle")

The AODA principles ensure key components to achieving accessibility. Being consistent with the principles is paramount for the autonomy of a person with a disability. There cannot be any justification for failures at the municipal level. This right was created by Section 15 of the Canadian Charter of Rights and Freedoms and by the Ontario Human Rights Code, over four decades ago, in 1982.

Human Rights Code Section 10 which clearly identifies but does not limit the scope of a disability

HRC Section 10 (1) of the Code defines "disability" as follows:

"because of disability" means for the reason that the person has or has had, or is believed to have or have had,

- 1. any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,*
- 2. a condition of mental impairment or a developmental disability,*
- 3. a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,*
- 4. a mental disorder, or*
- 5. an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997*

Where did the money go that those municipalities were required to spend on accessibility since 1982? It is 42 years later and still the onus is placed on persons with disabilities to continually prove that barriers exist?

"Advocates and people with disabilities say the slow pace of current and previous Ontario governments in implementing the AODA has hindered the bill from reaching its full potential, leaving roughly 2.9 million Ontarians wanting. Their disabilities range anywhere from physical and developmental to mental health and mobility, and are often invisible to others." Vanessa Baintec· CBC News · Posted: Jan 02, 2024

According to information posted on the Township of Essa's/ County of Simcoe Website: your commitment to persons with disabilities include but are not limited to:

Accessibility Standards and reports

"Additionally, the Accessibility Advisory Committee must: • Advise Council about the requirements and implementation of accessibility standards and the preparation of accessibility reports and such other matters for which Council may seek its advice; • Review (in a timely manner) the site plans and drawings described in Section 41 of the Planning Act; and • Perform all other functions that are specified in the regulations. 2005, c. 11, s. 29(4). (Source: Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, s. 28) The AODA defines the role of the Accessibility Advisory Committee as one to advise Township Council on the requirements and the implementation of the AODA standards, as well as the preparation of the AODA Standards Reports."

Proactively support and advocate for persons with disabilities. I think that the recommendation to Council to promote, implement, create and eliminated any barriers is the most important part of the Committees' mandate.

"2.3 Terms of Reference The Essa Accessibility Advisory Committee will: • Advocate on behalf of persons with disabilities through the promotion of public awareness and understanding the needs of disabled persons; • Support the development and implementation of programs, policies and by-laws which promote and create a barrier free community; • Make recommendations to Council on strategies and policies to ensure that existing barriers are eliminated, and that no new barriers will be created;

- Identify any potential funding opportunities to assist Essa in becoming barrier free
- Provide a forum for discussion and coordination of accessibility issues with other community groups and agencies."

Accessibility Plans as part of the regulations of AODA should be updated and available at all times on the township website. An eight page Yes or No audit, I would submit; does not adequately reflect any measures taken to implement an accessibility plan. Completing and submitting this report/audit does not remove responsibility for actively researching/ eliminating barriers for accessibility by municipalities. Minutes of the meeting are included in this.

"Accessibility Plans The Township shall develop, implement and document a multi-year accessibility plan outlining a corporate strategy for identifying, removing, and preventing barriers, and meeting the requirements set out in the Regulation. The Plan will be updated at least once every five years. An annual status report will be prepared on the progress of measures taken to implement the strategy referenced in the Plan. These documents will be posted on the Township's website and provided upon request in an accessible format."

9a

Built Environment Standards: including sidewalks and audible/accessible pedestrian signals.

Mill St, is the main road in the town of Angus, and is the direct route to goods and services including Medical, stores, Banks etc. I believe that every and all traffic and pedestrian crossings should be equipped with accessible pedestrian signals including but not limited to audible sounds for the vision impaired and should be routinely inspected. It is not feasible to expect a person with vision impairment to know before getting to the traffic light that it is inoperable.

“4.4 ACCESSIBLE BUILT ENVIRONMENT STANDARD The Township of Essa commits to creating an environment inclusive to all residents within its boundaries. As such, the municipality will include accessibility features and criteria in the planning stages as stipulated in Ontario Regulation 413/12 for the following areas:

- Exterior paths of travel (e.g. sidewalks, walkways, ramps, stairs etc.) • Maintenance

Exterior Paths of Travel (Sections 80.21 to 80.31) When newly constructing and/or redeveloping exterior paths of travel (ie: outdoor sidewalks or walkways designed and constructed for pedestrian travel), the Township shall ensure that it complies with all requirements set forth in Sections 80.21 to 80.31 relating to the technical requirements, ramps, stairs, curb ramps, depressed curbs and accessible pedestrian signals”

The traffic lights at Brentwood/Mill St do not have a pedestrian on-call button to initiate a pedestrian crosswalk signal. It is also not equipped with any audible signal for pedestrians who are visually handicapped.

The traffic light at Cecil St and Mill St are not audible enabled.

The bus stop Route # 2 is located on Mill St at the side of the “No Frills” grocery store.

The following Google directions indicate the path that an individual (with and without disability) has to traverse.

If a person with disabilities were to use Google maps in order to find the shortest route to:

1. No Frills
2. Sobeys
3. Shopper’s Drug etc..
4. Linx bus stop (the bus stop is located on Mill st for riders disembarking from the return trip from Barrie) and on Brentwood Rd for pickup in the driveway of the convenience store.

This is two options.



The first involves walking on a sidewalk until the Sobeys plaza then walking on a grassy area (no sidewalk) and not cleared in winter to Commerce Rd (two divided lane Rd) No traffic lights, no crosswalk. My husband and I have tried both options and without a support person, my husband or any a person with a vision disability would not be able to traverse either path.

Proper and maintained IPS signal traffic with audible would ensure that pedestrians with visual and or physical disabilities enough extra time to cross safely. Even his white cane does not afford him the safety by driver's as they often have either been unaware or chose to ignore this outward symbol.

Imagine, trying to cross this divided 2 lane rd pictured below (Commerce Rd) without sight /without support person and then having to stand on the small median between if there is traffic.



9a

Or option 2 via Brentwood Rd/County Rd 10

This means walking along the gravel side on Brentwood Rd (two lanes) until the sidewalk starts at Sandy Lane. The Bus stop for Route 2 to go into Barrie is located at the driveway to the Convenience store on Brentwood Rd.



Both options involve person(s) with a disability to traverse either on grass/dirt or gravel surfaces to get to the bus stop, and or the grocery store.

Until my husband lost his vision, I didn't understand the complications, the hardships or the uphill battles that a disabled person experienced every day.

I am trying to assist my husband to be more independent, being able to walk on a sidewalk, use an audible traffic light to go for groceries, pick up his medications; take transit to Barrie for medical appts is paramount for his autonomy.

An Accessibility committee that is reactive and not proactively identifying possible issues and without enforcement, regulations can't/ will not achieve a barrier-free environment. Change/considerations should not have to be "begged" nor should the persons with disabilities wait patiently until the able-bodied jurisdictions decide that individuals' autonomy is important. Budgetary concerns certainly is important but improving accessibility and removing barriers for people with disabilities is crucial for creating a more inclusive and equitable society.

Presently there is only one Audible Pedestrian crossing at Mill St and Cecil St and even this one is not timed properly, an able bodied pedestrian could not make it to other side before the red-alert is activated never mind a person is visually impaired. No other audible traffic lights on any of the other crossings to enable a person with vision disability to cross safely. Additionally there is no button to cross Brentwood Rd.

29

9a

There are no pedestrian road crossings marked on Commerce Rd (nor are the curbs sloped)

Viewing the Township Website I can see that there is a lot of “new and exciting “developments involving the recreational trails.

“About a year ago, Essa Township started the process of developing a transportation and trails master plan — a top-line vision that will help inform and guide infrastructure investments, policies and strategies for the municipality’s transportation network over the next 20 years and beyond.”

Wayne Doyle, Local Journalism Initiative Reporter BarrieToday.com February 1, 2024 Hamilton Spectator

Would love to see this type of enthusiasm for improving barriers for residents, including those with disabilities, seniors and even families. Which then begs the question “Can anyone imagine that they would be able to use or enjoy these trails?

Everyday a disabled resident living in the township doesn’t have access to safe and convenient sidewalks/ traffic lights to go about their daily life.

Thank-you for your time and consideration.

Estelle Ruffolo

9a

Attachment #2

Sarah Corbett

From: Meile, Christian <Christian.Meile@simcoe.ca>
Sent: May 8, 2024 3:18 PM
To: Michael Mikael
Cc: Sarah Corbett
Subject: RE: Disability barriers in Township of Essa, County of Simcoe, Minister of Seniors and Disability

Hi Michael,

Following up on our phone conversation this morning, the County will be completing 2 items;

- With respect to the audible pedestrian signals (APS), we are currently reviewing all the existing intersections in Angus to estimate costs to include APS infrastructure at all locations. The intersection at Mill & Cecil/Roth as well as Mill & King/Pine River Rd already have APS installed. Our intent is to budget this year to begin with Mill & Brentwood Road installation next year and proceed south from there over the next few years to include Somerset Pl as well as the intersection with CR10. It will take some time as we need to allocate the necessary resources.
- Our Transit folks are also completing a Bus stop assessment and will be completing improvements at many locations to improve accessibility, including these 2 noted stops in Angus. This is also something that will require significant resources that will be budgeted for on an annual basis.

I hope this information is helpful. Please let me know if you have any questions.

Regards,

Christian



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: C007-24
 DATE: May 15, 2024
 TO: Committee of the Whole
 FROM: Lisa Lehr, Manager of Legislative Services / Clerk
 SUBJECT: Automated Speed Enforcement Administrative Penalty Program Update

RECOMMENDATION

That Staff Report C007-24 be received for information.

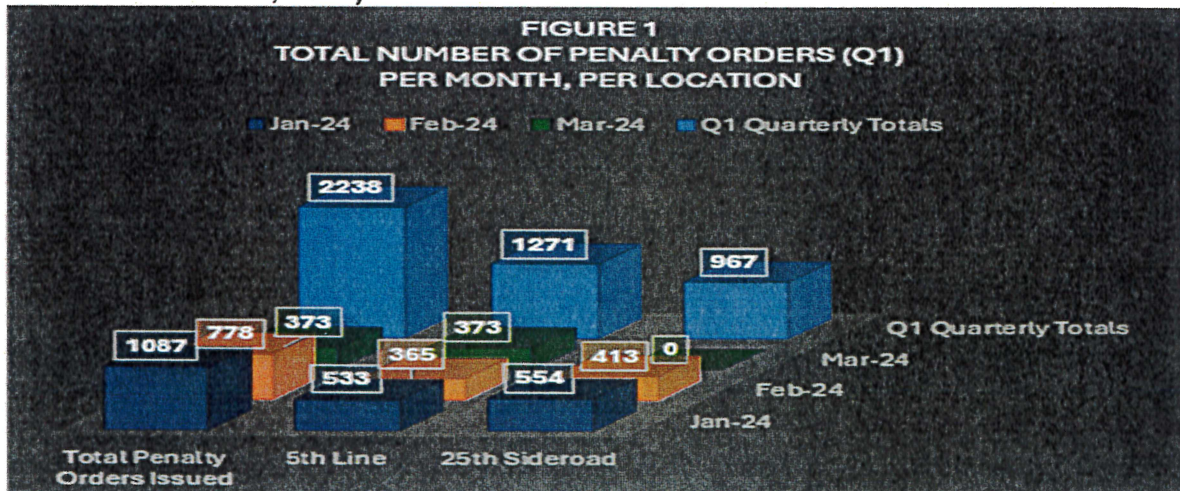
BACKGROUND

Automated Speed Enforcement (ASE) is an automated system that uses a camera and a speed measurement device to enforce speed limits. The intent behind ASE is to help improve road user safety by increasing speed compliance, altering driver behaviour and increasing public awareness about the critical need to slow down in designated school zones and community safety zones. ASE is proven to effectively enforce speed limits, increase driver awareness and decrease injuries and fatalities as a result of motor vehicle collisions in other Canadian provinces and countries around the world.

Essa's first Automated Speed Enforcement Camera went live on January 1, 2024 (25th Line between 10th Line and 9th Line) and the second went live on January 16, 2024 (5th Line between the 30th Sideroad and County Road 90).

COMMENTS AND CONSIDERATIONS

The following is a breakdown of Penalty Orders issued for the **Q1 Period (January 1, 2024 and March 31, 2024)**:



9b

As can be seen in Figure 1, a total of 2,238 Penalty Orders were issued by the designated Provincial Offences Officer for the first quarter in 2024. A total of 1,271 Penalty Orders were issued for the camera located on the 5th Line, and a total of 967 Penalty Orders were issued for the camera located on the 25th Sideroad. *(PLEASE NOTE - The camera located on the 25th Sideroad was vandalized on/around February 24/25. As a result of the damage caused to the camera and post, no Penalty Orders were issued from this specific camera from February 25 to March 31, 2024.)*

Of the 2,238 Penalty Orders that were imposed during the Q1 timeframe, the following is a breakdown of Penalty Orders that were imposed from January 1 to March 31, 2024:

Site Specific Camera	# Penalty Orders Imposed	Imposed Penalties	Collected Penalties
5 th Line	1,271	\$191,271.25	\$79,037.50
25 th Sideroad	968	\$142,926.25	\$87,217.00
Total	2,238	\$334,197.50	\$166,254.50

To date, the municipality has received payment for almost 50% of Penalty Orders imposed during Q1.

Of the 2,238 Penalty Orders imposed, 516 have proceeded to plate denial through the Ministry of Transportation.

Based on Penalty Orders imposed during the first quarter in 2024 where the ASE camera captured vehicles travelling in excess of the posted speed limit, the average Penalty Order issued was \$149.33.

Of the 2,238 Penalty Orders imposed within the first quarter, the following is a breakdown of Penalty Orders that proceeded through the appeals process:

- **Screening Reviews conducted – 210**
- **Hearing Reviews conducted – 17**

Please Note – contraveners (registered owner of the vehicle) have 30 days to voluntarily pay the Penalty Order from the deemed date of service, or to commence the first stage of the appeal for review by a Screening Officer. Additionally, where a contravener has completed the first step of the appeal process, the contravener has 30 days from the Notice of Decision to pay the Penalty Order, or to proceed to step 2 of the appeal process (ie: book an appointment with the Hearing Officer to review the decision made by the Screening Officer).

FINANCIAL IMPACT

Gross revenue from Penalty Orders imposed during the first quarter of 2024 is \$334,197.50. From this, Essa is required to pay MTO and MAG in accordance with the Agreements executed for administration of the Program, in addition to the revenue-split in accordance with the Agreement executed with Global Traffic Group.

**As a reminder, net revenue will be utilized for road safety improvements as per Council direction, in addition to the implementation of permanent traffic calming measures across Essa's Road network, minus administration costs where applicable.



Manager of Finance

SUMMARY/OPTIONS

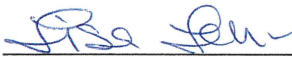
Council may:

- 1. Take no further action, thereby receiving the Staff Report for information only.

CONCLUSION

This Report has been provided to Council for information, in an effort to keep Council up to date on Essa's Automated Speed Enforcement Program.

Respectfully submitted by:



Lisa Lehr
Manager of Legislative Services /
Clerk

Reviewed by:



Michael Mikael, P.Eng
Chief Administrative Officer



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: CAO017-24
 DATE: May 15, 2024
 TO: Committee of the Whole
 FROM: Michael Mikael – CAO
 SUBJECT: Award of Contract – Maplewood Park

RECOMMENDATION

That Staff Report CAO016-24 be received; and

That the quotation as received from **Powcon Inc.** be accepted in the amount of **\$1,116,102.00 (excluding HST & provisional items)**, to construct the new park located at 191 Maplewood Drive in Angus contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township’s satisfaction: and

That Council authorize Staff to utilize the remaining (surplus) budget to fund some of the tasks included in the Provisional schedule to an upset limit of \$183,000 (excluding HST).

BACKGROUND

The RFQ’s for the Maplewood Park was posted on the Township’s website, as well as ‘Biddingo on March 6,2024 and was circulated in accordance with Essa’s Procurement Policy. The closing date for this was April 19, 2024, due to several extensions granted during the bidding process.

A total of 6 addendums were issued during the bidding process.

A total of 6 bids were received as summarized below:

Contractor	Contract Amount	Provisional Amount	Total (excl HST)	Total (with HST)
Powcon Inc.	\$ 1,116,102.00	\$ 313,897.00	\$ 1,429,999.00	\$ 1,615,898.87
Bomar	\$ 1,348,954.00	\$ 388,924.00	\$ 1,737,878.00	\$ 1,963,802.14
Forest Ridge Landscaping Inc.	\$ 1,290,331.50	\$ 505,620.00	\$ 1,795,951.50	\$ 2,029,425.20
Remaining Bids				
Yard Weasel	\$ 1,311,705.00	\$ 491,240.00	\$ 1,802,945.00	\$ 2,037,327.85
Harvie Construction Inc.	\$ 1,446,773.40	\$ 395,298.81	\$ 1,842,072.21	\$ 2,081,541.59
Arenas Construction Ltd.	\$ 1,650,823.00	\$ 236,642.40	\$ 1,887,465.40	\$ 2,132,835.90

The lowest bid was submitted by Powcon Inc. A reference check was completed and met all evaluation criteria as set in the tender document.

COMMENTS AND CONSIDERATIONS

The work under this contract includes but not limited to:

- Topsoil stripping, stockpiling and re-use;
- Installation of watermain, storm sewer, sanitary sewer and associated infrastructure;
- Supply and installation/design of all park features;
- External roadway work/connections for servicing;
- Landscaping;
- Electrical works;
- Asphalt/granular placement;
- Clearing, grubbing and re-grading of the existing park area;
- Restoration of road areas following installation; and,
- Restoration of the municipal right-of-ways including curb, sidewalk, asphalt, topsoil, sod, etc., as required


The following conditions will apply:

- The Contractor shall complete this contract in its entirety by August 30th, 2024 as per the attached Timeline Schedule (Attachment No.1)
- No Liquidated Damage shall apply to this contract.
- One-year general warranty shall apply to work.

FINANCIAL IMPACT

The 2024 Parks and Recreation prioritized Capital Budget included \$1,300,000 (\$1,300,000 Parks & Recreation Reserve). The Powcon Inc. price is \$1,116,102.00 (**excluding HST & provisional items in the amount of \$313,897.00**) which is \$183,898 less the approved budget.

Consideration shall be given to fund some of the tasks/components under the provisional items (\$313,897.00) to an upset limits of \$183,000.00 (excluding applicable tax)



Manager of Finance

SUMMARY/OPTIONS

Council may:

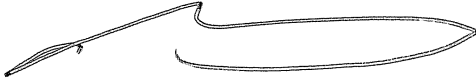
1. Take no action.
2. Award the Quotation to **Powcon Inc.** in the amount of in the amount of **\$1,116,102.00 (excluding HST & provisional items)**, to construct the new park located at 191 Maplewood Drive in Angus contingent upon a WSIB Clearance Certificate and a copy of Insurance being provided to the Township, to the Township's satisfaction: and
3. Authorize Staff to utilize the remaining (surplus) budget to fund some of the tasks/items included in the Provisional schedule to an upset limit of \$183,000.00 (excluding HST).
4. Direct Staff in another course of action.

CONCLUSION

Staff recommends that **Options 2 and 3** be approved, given that this contractor is in good standing with the Township and with no known past performance problems.

Respectfully submitted,

Reviewed by,

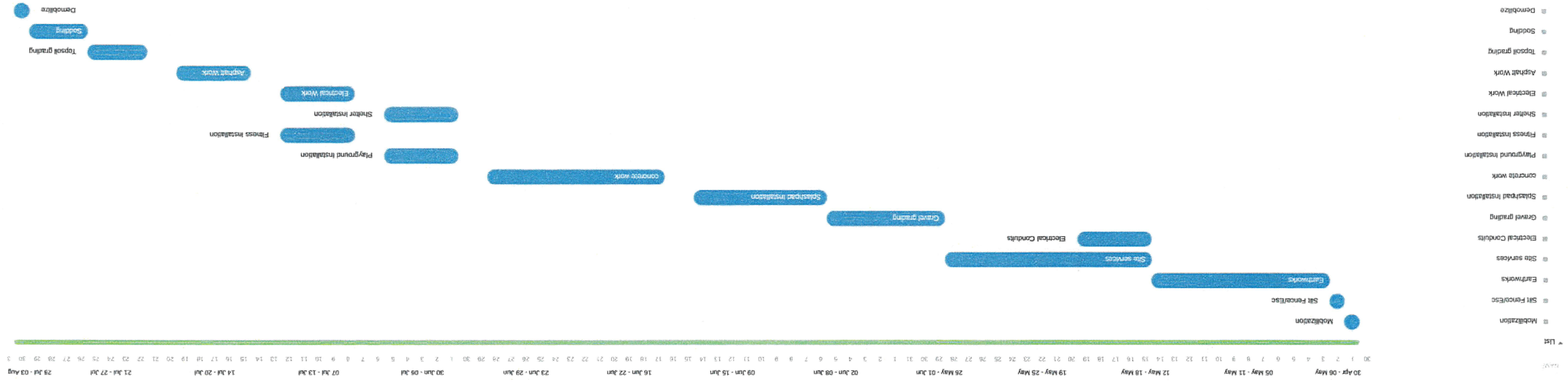


Chris Rankin
Manager of Parks and Recreation

Michael Mikael, P.Eng
Chief Administrative Officer

Attachments:

- 1 - Powcon's Timeline Schedule
- 2 - Confidential Attachment



- Mobilization
- Silt Fences/ESC
- Earthworks
- Site services
- Electrical Conduits
- Gravel grading
- Slope/gravel installation
- Concrete work
- Playground installation
- Fitness installation
- Shelter installation
- Electrical Work
- Asphalt Work
- Topsoil grading
- Sodding
- Demolition