

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: September 6, 2022

TO: Committee of the Whole

FROM: Cory Smith, A/Director of Public Works

SUBJECT: Award of Water and Wastewater Master Plan Update

RECOMMENDATION:

THAT Committee of the whole recommend that Council authorize staff to award the works related to the updating of the water and wastewater master plan to JL Richards in the amount of \$160,590.00 plus HST.

AND THAT Committee of the Whole recommend that Council approve Pre-budgetary approval in the \$26,000.00 plus HST for the 2023 budget to cover the additional costs beyond the amounts carried in the 2022 budget

BACKGROUND:

In 2011, the Municipality of Mississippi Mills retained J.L. Richards & Associates to complete a water and wastewater master plan for the long term operational and capital improvements required for the water system. The master plan is a guide to ensure we meet current regulations, prepare for planned growth as well as including considerations for future growth. As the Municipality grows and as the Official plan and development strategies for future growth of the Municipality are amended, the master plan also needs updating to ensure it is up to date. Since the last update, significant development has occurred, as well, growth forecasts have increased, and additional development lands have been incorporated into the urban boundaries. These all need to be updated and incorporated into the

As part of the 2022 Budget \$135,000.00 was included to complete the update of the master plan.

DISCUSSION:

Under our standing offer agreement for engineering services, J.L. Richards provided a workplan and cost estimate to complete the works for the update. In reviewing the works including the additions to the urban boundary, as well as increase in population growth, along with wanting to update the current hydraulic modelling with updated actual measured number for sanitary flows, the scope of the works and the cost increased. In order to accurately provide information for new developments and

developments in the expansion areas, the additional scope of works is required. The last update was completed based on theoretical sanitary flows and projections. The last actual measurements were completed in 2011 and inclusion of new measurements will provide an accurate picture of our capacity and needs. This will also allow us to appropriately assess the required timelines for upgrades to our distribution and collection systems.

It should also be noted that costs for disbursements and subcontracted works have increased due to high inflation. As such the work plan for the update was provided with a total upset limit excluding HST of \$160,590.00.

The expected completion date of the update would be summer 2023.

OPTIONS:

1. Award the works to J.L. Richards in the amount of \$160,590.00 plus HST and fund the additional costs through pre-budgetary approval of \$26,000.00 from the 2023 water and wastewater budget. Recommended
2. Direct staff to work with J.L. Richards to reduce costs through a reduction of the scope of works to meet with the current budget.
3. Delay the project.

FINANCIAL IMPLICATIONS:

Sufficient funds have been included to cover the costs of the works to be carried out by J.L. Richards in 2022. The remaining amount of \$26,000.00 could be included in the 2023 budget to ensure the costs for the remaining works in 2023 are funded. This would need authorization for pre-budgetary approval of \$26,000.00 for the 2023 water and wastewater budget and would have no impact on the current 2022 budget.

SUMMARY:

In order to facilitate timely and accurate decision making on development proposals and to necessary capital improvements and that they are made in a timely manner to not delay development and growth in the municipality an update to the water and wastewater master plan is required. In order to ensure we are working with the best information the full scope of the proposal should be completed. As the works are carried out over both 2022 and 2023 there is the opportunity to include the cost coverage in the 2023 budget. Staff recommend that the works be awarded to J.L. Richards in the full amount of \$160,590.00 plus HST. The \$135,000.00 carried in the 2022 budget will cover all the works that will be completed in 2022 and an additional \$26,000.00 can be included in the 2023 budget to cover the remainder.

Respectfully submitted by,

Cory Smith,
A/Director of Public Works

Reviewed by:

Ken Kelly,
CAO