

REVISED AGENDA

REGULAR MEETING OF COUNCIL



Thursday, May 21, 2020

9:15 a.m.

Via GoToMeeting

9 James Street, Parry Sound, Ontario

To ensure the practice of proper social distancing measures, and to help prevent the spread of COVID-19 in the community, Council Meetings will be held electronically in accordance with section 238 of the Municipal Act, 2001. All Meetings will be recorded, and posted on the Township website for members of the public to view.

➤ **(Add-on)**

1. CALL TO ORDER

- i) National Anthem
- ii) Approval of Agenda
- iii) Traditional Land Acknowledgement Statement
- iv) Announcement of Public Meetings

2. DISCLOSURE OF PECUNIARY INTEREST

3. MINUTES OF THE PREVIOUS MEETING

i) **Regular Meeting Of Council**

Pages: 1-3

20- NOW THEREFORE BE IT RESOLVED that the Minutes of the Regular Meeting of Council held on May 7, 2020, be approved.

4. DEPUTATIONS

5. CLOSED MEETING

- 20- **NOW THEREFORE BE IT RESOLVED** that Council move into a CLOSED MEETING at _____ a.m./p.m., pursuant to Section 239(2) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended.

OPEN MEETING

- 20- **NOW THEREFORE BE IT RESOLVED** that Council move out of a CLOSED MEETING at _____ a.m./p.m.

6. **UNFINISHED PLANNING BUSINESS**

7. **OFFICIAL PLAN/ZONING AMENDMENTS**

8. **CONSENT APPLICATIONS**

9. **SITE PLAN CONTROL**

10. **SHORE/CONCESSION ROAD ALLOWANCES**

11. **REPORT OF THE CHIEF ADMINISTRATIVE OFFICER**

12. **REPORT OF TASK FORCES/COMMITTEES**

13. **CORRESPONDENCE**

i) **Council Correspondence**

Pages: 4-6

- 20- **NOW THEREFORE BE IT RESOLVED** that Council receives the May 2020 Council Correspondence listing.

14. **OTHER BUSINESS**

i) **COVID-19 Provincial Update**

ii) **Municipal Operations Update**

iii) **Skerryvore Community Road Culvert Replacements**

Pages: 7-11

- 20- **NOW THEREFORE BE IT RESOLVED** that Council endorse Tatham Engineering's recommendation to award the "Skerryvore Community Road Culvert Replacements" project to Wayne Hall Construction Inc. and commence the work within the timelines specified in the tender document.



iv) Future Council Meetings

- 20- NOW THEREFORE BE IT RESOLVED** that Council hereby approves the following meetings for July to October 2020, which will replace the previous schedule, approved on September 20, 2019:

Council Meetings: July 16th, August 20th, September 17th and October 15th

15. BY-LAWS

16. QUESTION TIME

17. NOTICES OF MOTION

18. CONFIRMING BY-LAW

- 20-** Being a By-law to Confirm the Proceedings of the Regular Meeting of Council held on May 21, 2020.

19. ADJOURNMENT

The Corporation of the Township of The Archipelago



**MINUTES
MEETING OF COUNCIL**

**May 7, 2020
9 James Street, Parry Sound, Ontario
Via GoToMeeting**

Council Members Present: Reeve: Bert Liverance
Councillors: Greg Andrews Ward 1
Laurie Emery Ward 1
Peter Frost Ward 2
Earl Manners Ward 3
David Ashley Ward 4
Alice Barton Ward 4
Rick Zanussi Ward 4
Ian Mead Ward 5
Grant Walker Ward 6

Council Members Absent: Councillors: Scott Sheard Ward 3

Staff Present: John Fior, Chief Administrative Officer
Maryann Weaver – Clerk
Joe Villeneuve – Manager of Corporate Services
Cale Henderson – Manager of Development & Environmental Services
Wendy Hawes, Treasurer
Greg Mariotti, Manager of Operational Services
Rob Farrow, Chief Building Official
Mark Macfie, Building Inspector

1. CALL TO ORDER

The meeting was called to order at 9:18 a.m., and commenced with the singing of the National Anthem, Roll Call, and a Traditional Land Acknowledgement Statement.

2. APPROVAL OF AGENDA

20-065

**Moved by Councillor Emery
Seconded by Councillor Zanussi**

NOW THEREFORE BE IT RESOLVED that the May 7, 2020 Revised Council Meeting Agenda, be approved.

Carried.

3. MINUTES OF THE PREVIOUS MEETING

Regular Meeting Of Council – April 23, 2020

20-066

**Moved by Councillor Manners
Seconded by Councillor Walker**

NOW THEREFORE BE IT RESOLVED that the Minutes of the Regular Meeting of Council held on April 23, 2020, be approved.

Carried.

Special Meeting Of Council – April 30, 2020

20-067

**Moved by Councillor Andrews
Seconded by Councillor Barton**

NOW THEREFORE BE IT RESOLVED that the Minutes of the Special Meeting of Council held on April 30, 2020, be approved.

Carried.

4. DEPUTATIONS

Norm Miller, MPP Parry Sound-Muskoka

Reeve Liverance, on behalf of Council, expressed his thanks and appreciation to MPP Norm Miller for taking the time to attend today's Council meeting.

Mr. Miller provided Council with an update on Premier Ford's call with all Heads of Council across cottage country. Mr. Miller further provided answers to a number of questions that Council had prepared for him.

5. OTHER BUSINESS

Premiers Meeting with Heads of Council

Reeve Liverance provided a summary of the highlights from Premier Ford's call with Heads of Council in cottage country.

Municipal Operations Update

John Fior provided a brief update on municipal operations, reporting that Staff is working on an implementation plan for the opening of our facilities.

Joe Villeneuve reported on Emergency Group activities, which are to focus on being prepared for the next wave of activities, and to provide a consistent and positive messaging communication plan around those activities.

Mr. Fior further reported that Staff's recommendation remains the same, which is to stay the course, continue to follow the lead of the Province, the Medical Officer of Health and the West Parry Sound Health Centre, and keep everything closed until things can begin to open.

By-law Enforcement – Potential for Increased Enforcement

This discussion was captured in an earlier discussion with Staff and Norm Miller.

6. QUESTION TIME

Councillor Andrews inquired about an email that he forwarded to staff regarding a speeding issue on South Shore Road. John Fior reported that he would be following up with him and the resident.

Councillor Walker offered a suggestion to request that the marinas hold off on boat rentals, in order to avoid transient visitors.

Reeve Liverance expressed his thanks and appreciation to all of staff for their ongoing efforts during this crisis.

John Fior introduced Greg Mariotti, the new Manager of Operational Services. Each Member of Council welcomed Mr. Mariotti.

7. CONFIRMING BY-LAW

2020-21

**Moved by Councillor Barton
Seconded by Councillor Mead**

That By-law Number 2020-21, being a By-law to Confirm the Proceedings of the Regular Meeting of Council held on May 7, 2020, be read and finally passed in Open Council this 7th day of May, 2020.

Carried.

8. ADJOURNMENT

20-068

**Moved by Councillor Frost
Seconded by Councillor Ashley**

NOW THEREFORE BE IT RESOLVED that the Regular Meeting of Council held on May 7th, 2020, be adjourned at 10:19 a.m.

Carried.

TOWNSHIP OF THE ARCHIPELAGO

Bert Liverance, Reeve

Maryann Weaver, Clerk

Township of The Archipelago



COUNCIL CORRESPONDENCE

Regular Meeting of Council

May 21, 2020

REQUESTS FOR SUPPORT

[A]

FEDERAL GOVERNMENT

[01]

PROVINCIAL GOVERNMENT

[02] MINISTRY OF ENVIRONMENT, CONSERVATION AND PARKS
RE: Provincial Day of Action on Litter Update

MUNICIPALITIES

[03] TOWNSHIP OF ARMOUR
RE: High Speed Internet Connectivity in Rural Ontario

[04] TOWNSHIP OF CARLING
RE: Request that North Bay Parry Sound District Health Unit Publish full COVID-19 Information for West Parry Sound

[05] TOWNSHIP OF GEORGIAN BAY – OFFICE OF THE MAYOR
RE: Emergency Orders with Regard to Stopping the Spread of Covid-19 – Seasonal Residences

[06] TOWN OF OAKVILLE
RE: Advocating for changes to the Canada Emergency Commercial Rent Assistance Program

[07] SEGUIN TOWNSHIP
RE: Letter to Premier Ford and Norm Miller requesting they open marinas throughout Seguin and region immediately

FIRST NATIONS

[08]

RATEPAYERS' ASSOCIATIONS

[09]

RATEPAYERS/OTHERS

[10]

AGENCIES

- [11] ASSOCIATION OF MUNICIPALITIES OF ONTARIO (AMO)
RE: Member Update for April 20, 2020
RE: AMO releases OPP Detachment Boards Discussion Paper
- [12] BOATING ONTARIO
RE: Letter to Premier and Ministers proposing 2 phases of structured return to work for Marinas
- [13] THE FEDERATION OF NORTHERN ONTARIO MUNICIPALITIES (FONOM)
RE: Review of AMO's Policy Paper on the OPP Detachment Boards, Building a Framework for Better Policing Governance.
- [14] THE FRIENDS
RE: Spring 2020 Newsletter
- [15] GEORGIAN BAY ASSOCIATION
RE: GBA President's Letter – Covid-19 and Access to Seasonal Residence: A time to be supportive and patient
RE: COVID-19 and Access to Seasonal Residences
RE: Regulations regarding new or replacement floating docks in coastal wetlands zoned, either Environmental Protection (EP), Provincially Significant Wetlands (PSW) or Type 1 Critical Fish Habitat (FH-1)
- [16] GEORGIAN BAY BIOSPHERE RESERVE (GBBR)
RE: Launch of gardening program called Growing Together
- [17] GEORGIAN BAY LAND TRUST (GBLT)
RE: LandMark Speaker Series goes virtual + World Migratory Bird Day
- [18] MUSEUM ON TOWER HILL
RE: May E-news letter

- [19] NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
RE: Request for COVID-19 Statistics for West Parry Sound Area
RE: First Person Confirmed Positive for COVID-19 in Long-Term Care in Health Unit's District
RE: Ontario Public Health Lab's Microbiologist Confirms First COVID-19 Positive Test at Cassellholme to be a True Positive
RE: Health Unit Reminds the Public to Continue to Physically Distance and Follow Public Health Measures
RE: WPSHC health care worker tests positive for COVID-19
- [20] OMBUDSMAN ONTARIO
RE: Ombudsman's April Newsletter
- [21] ONTARIO PROVINCIAL POLICE
RE: March/April Invoice Disruption
- [22] WEST PARRY SOUND HEALTH CENTRE
RE: COVID-19 Update, April 20, 2020
- [23] WEST PARRY SOUND HEALTH CENTRE FOUNDATION
RE: COVID-19 Questions Answered

PLANNING

[24]

PLANNING BOARD

[25]

ENVIRONMENT

[26]

MISCELLANEOUS

- [27] WARD 3 COUNCILLORS SCOTT SHEARD AND EARL MANNERS
RE: Bay Notes, April 30, 2020
RE: Bay Notes, May 1, 2020
RE: Bay Notes, May 12, 2020

The Township of The Archipelago
Recommendation Report to Council

Report No.: Operational Services -2020-004

Date: May 21st 2020

Originator: Greg Mariotti, Manager of Operational Services

Subject: Skerryvore Community Road Culvert Replacements

RECOMMENDATION

1. That Council endorse Tatham Engineering's recommendation to award the "Skerryvore Community Road Culvert Replacements" project to Wayne Hall Construction Inc. and commence the work within the timelines specified in the tender document.
-

BACKGROUND/HISTORY

Tatham Engineering was retained to administer the tender bidding process of the above reconstruction project. Twelve sets of tender documents were issued and five tenders were received by the submission deadline of 1pm, Thursday, April 2nd 2020.

Details of the tender results are attached to this recommendation. Planned start date for the project would be Monday, July 13th 2020 with an anticipated duration of 7 weeks (until Friday, August 28th 2020).

ANALYSIS/OPTIONS

Option 1

Proceed with awarding the tender to Wayne Hall Construction and commence the project per the timelines contained in the tender document. The timelines were chosen to minimise seasonal disruption of the local turtle population.

Option 2

Approve the award but delay implementation. This may negatively impact the original bid cost estimates and have environmental consequences for the local turtle population.

Option 3

That Council does not endorse Tatham Engineering's recommendation and use another engineering firm to recommence the tender bidding process for the project. This option will

result in delays, additional engineering management costs and generate bad faith with Wayne Hall Construction, the original successful bidder, as well as with the other bidders, that may lead to increased bid proposals in the future.

FINANCIAL IMPLICATIONS

The successful, and lowest, bid came in at \$928,379.50, of which \$117,051 will be paid for by grants received by the Georgian Bay Biosphere Reserve. The highest bid was \$2,224,850.00.

Tatham's own estimated cost for the project was \$1,204,325.00, making the successful bid a competitive one. Tatham Engineering will oversee the project for an additional estimated cost of \$50,200, plus \$7,500 for material and compaction testing with a third party geotechnical firm. The Georgian Bay Biosphere Reserve will be monitoring the project from an ecological impact point of view at an estimated cost of \$62,800. This amount will go towards funding of fencing for species at risk mitigation along the Skerryvore Community Road to take place next year.

Total project cost is therefore estimated to be \$931,828.50.

The Township had budgeted \$1,200,000 for this work and all prices exclude HST.

CONCLUSION

It is recommended that Council endorse Tatham Engineering's recommendation to award the "Skerryvore Community Road Culvert Replacements" project to Wayne Hall Construction Inc. and commence the work within the timelines specified in the tender document.

Respectfully Submitted,

I concur with this report
and recommendation



Greg Mariotti
Manager of Operational Services



John B. Fior
Chief Administrative Officer

Enc. Tatham Engineering tender report
Letter of recommendation from Tatham Engineering

**TOWNSHIP OF THE ARCHIPELAGO
SKERRYVORE COMMUNITY ROAD CULVERT REPLACEMENTS
CONTRACT No. 2020-01**

REPORT ON TENDERS

1. General

The Tenders for Contract No. 2020-01 were received by email at tenders@tathameng.com until 1:00 pm, Thursday, April 2, 2020.

A total of twelve sets of Tender Documents were provided to contractors during the Tender period. Five tenders were received and due to the COVID-19 pandemic the tenders were opened privately at Tatham Engineering immediately following the Tender closing.

Tender prices, listed in ascending order, are as follows, excluding HST:

	Tender Prices at Tender Opening	Verified Tender Prices
1. Wayne Hall Construction Inc. (Hall)	\$928,379.50	\$928,379.50
2. Fowler Construction Company Limited (Fowler)	\$1,140,218.43	\$1,140,218.43
3. Deep Construction Inc. (Deep)	\$1,241,347.62	\$1,248,500.56
4. Miller Paving Limited (Miller)	\$1,584,924.00	\$1,584,924.00
5. R.M. Belanger Limited (Belanger)	\$2,224,850.00	\$2,224,850.00

Tatham's estimate for the Tender was \$1,204,325.00, excluding HST.

Tenderers were required to submit the following:

- Tender Form, including Schedule of Items and Prices, List of Subcontractors and Proof of Ability;
- Tender Security of \$60,000 in the form of a certified cheque, bank draft, money order, irrevocable letter of credit or bid bond;
- Agreement to Bond;
- Signed and sealed copy of Addendum No. 1.

All Tenderers completed the Tender Form in its entirety and provided the necessary Tender Deposit, Agreement to Bond and Addendum.

2. Comparison of Tenders

The Tender submitted by Hall is \$275,945.50 lower than Tatham's estimate and \$211,838.93 less than Fowlers Tender.

We believe the low Tender price submitted by Hall is competitive and appropriate for the scope of work.

3. References

We have worked with Hall previously on projects of with similar complexity and scale. We understand Hall has previously successfully completed similar projects for the Township. Based on this, we believe they are qualified and capable of completing the work.

4. Budget

We understand the Township's construction budget is sufficient for the works.

5. Recommendations

On the basis of our review of the Tenders, we recommend the Township award the contract to the low Tenderer, Hall. If the Township agrees with our recommendation, we request that Tatham be authorized to issue an award letter along with producing the Contract Documents for execution.

Yours truly,
Tatham Engineering Limited



Lucas Shelton
Intermediate Technologist
LS;pt



Bill Van Ryn, B.Eng., P.Eng.
Executive Vice President

File No. 218552-1
April 15, 2020



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Bracebridge, Ontario P1L 0A1

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tathameng.com

File 218552-1

April 15, 2020

John Fior
Chief Administrative Officer
Township of The Archipelago
9 James Street
Parry Sound, Ontario P2A 1T4
jfior@thearchipelago.on.ca

Re: Skerryvore Community Road, Township of The Archipelago
Report on Tenders

Dear Mr. Fior:

We are pleased to submit our Report on Tenders. Tenders were received from 5 contractors. Wayne-Hall Construction Inc. submitted the lowest tender price of \$928,379.50, excluding HST.

On the basis of our review of the tenders, we recommend that the contract be awarded to the low tenderer, Wayne Hall Construction Inc., provided the project budget is sufficient.

Please call if you have any questions or require additional information.

Yours truly,
Tatham Engineering Limited

Lucas Shelton
Intermediate Technologist
;pt
Enclosure

Bill Van Ryn, B.Eng., P. Eng
Executive Vice President

copy: Eric Thompson Township of The Archipelago ethompson@thearchipelago.on.ca

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