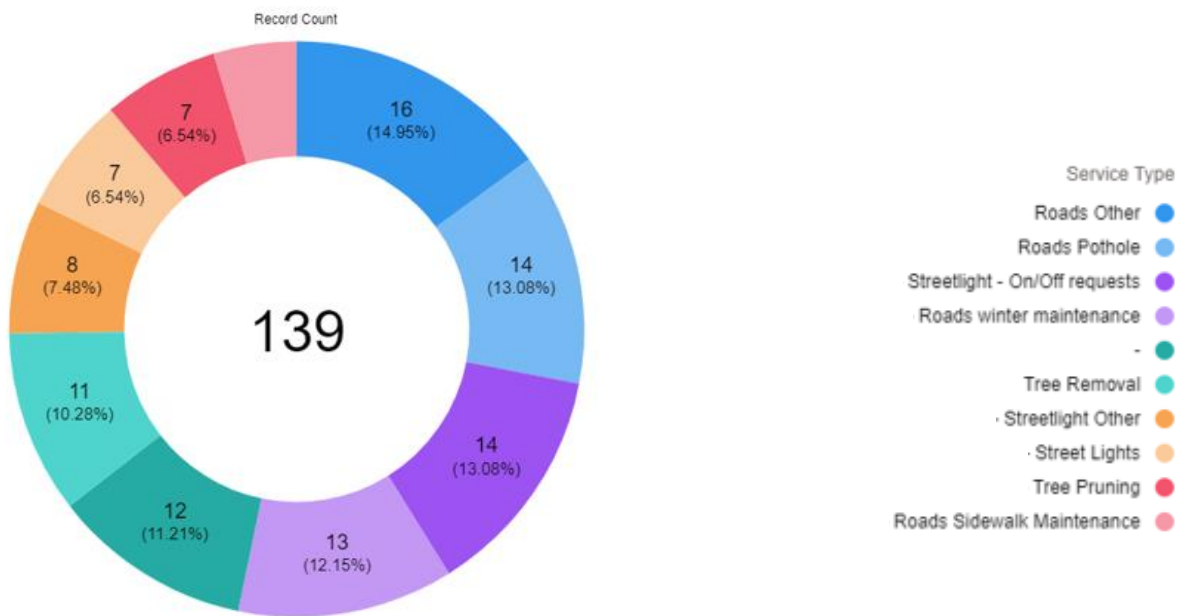


Reporting Period: Public Works Department Quarterly Report for the period: January, February, and March 2024

Recommendation:

BE IT RESOLVED THAT the Q1/2024 Public Works Department Report be received for information.

Department Overview and Statistics:



Public Works Operations:

Roads

The primary function of the Roads Staff is to perform maintenance activities identified during routine road patrols as per the Ontario Regulation 239/02;

Minimum Maintenance Standards (MMS) for Municipal Highways, passed pursuant to the *Municipal Act, 2001*.

April 1, 2024, marks the end of the operations 2023-2024 Winter Season. Roads staff have begun decommissioning the winter fleet to transition into spring operations. Although staff has not received the contracted services invoices for March, the Winter Operations budget is believed to be healthy due to an abnormally warm winter season. Staff will report on 2024 winter operations once all invoicing has been received and operations data can be compiled.

Through the end of February and March, road staff has concentrated their efforts on patching potholes on municipal roads, and other activities including culvert replacement and sign repair. During this period 90 tonnes of QPR cold patch has been utilized to patch potholes throughout the Town's transportation system.

Beautification

Throughout the first quarter, both staff and the tree contractor began working on completing tree maintenance identified in the 2023 tree inspections. As per Schedule A of the Tree Maintenance Policy S802-01, staff has begun tree limb pruning and tree inspections in Section 7 which includes the North/East corner of Fonthill. Policy S802-01 prescribes a 7-year pruning cycle for municipal boulevard trees. Through the tree inventorying exercise, Section 7 was noted as an area requiring prioritization.

During the winter season, when not assisting in winter operations, staff perform equipment maintenance such as painting trailers and small engine servicing. Staff repair picnic tables and repaint garbage receptacles and the design of planting beds and ordering of planting material also occurs in this quarter in preparation for spring.

The recent weather conditions have allowed staff to begin the maintenance of parks and sports fields earlier than normal. All soccer and baseball facilities have been rolled. Other maintenance such as top seeding and fertilization, is planned later in April should above-average temperatures continue.

Cemeteries

In the first quarter, cemetery staff completed 17 interments, 11 of which were traditional (full) burials. The Town has sold 23 graves to families between Hillside and Fonthill Cemeteries.

The Cemeteries Request for Proposal (RFP) for the Stone Orchard Software Data Transfer and GIS Mapping closes the first week of April. Once awarded, the project will commence.

Water/Wastewater

Water/wastewater maintenance activities continue throughout the year. Operators perform system pressure monitoring, flush water mains to ensure adequate chlorine residual, and respond to customer complaints or concerns.

Staff responded to one water main break on Orchard Place in the first quarter of 2024, as well as repaired a combination of 40 fire hydrants and water main valves that were identified through annual maintenance and inspection programs in 2023. Several water service leaks and service shutoff valves were also repaired during the first quarter of 2024.

On January 26, 2024, water/wastewater staff responded to an alarm notification received from the Region of Niagara at the Hurricane Road Sewage Pumping Station. Intense rainfall had caused the station to go into alarm as the sewage pumps were not able to keep up resulting in the potential for basement flooding. Staff responded in accordance with the Public Works Sewer By-pass Procedure and set up a by-pass pump to reduce the impact on neighboring basements. The event was over quickly and no reports of basement flooding were received.

Public Works Engineering

The following is a summary of the activities that have occurred in the Engineering Department between January and March 2024:

Projects:

Pelham Street South (Phase 4) – South Spruceside Intersection to Town Limits

The project is substantially complete. The remaining work includes the reconstruction of the traffic signals at the intersection of Pelham Street and

Quaker Road, the installation of the PXO lights, and final landscaping and surface works which are scheduled to be completed in the spring of 2024. The Region is completing a sanitary sewer replacement project on Quaker Road between Pelham Street and Rice Road in 2024. Following the installation and connection of the sanitary sewer the intersection of Pelham Street and Quaker Road will have final asphalt installed. This will mark the completion of the project. It is anticipated that the final paving of the intersection will be in the late fall of 2024.

Quaker Road Reconstruction Detailed Design

The project includes the full urbanization of the roadway between Pelham Street and Line Avenue with concrete sidewalks on both sides of the street, on-road cycling facilities, a new water main and services, a new storm sewer, and a new sanitary sewer. Niagara Region tendered the project in the summer of 2023 and has been awarded to Peters Construction Group. The contractor commenced the work in mid-January 2024 starting with sewer installations at the east end of the project (intersection of Rice Road and Quaker Road). It is anticipated that the work between Line Ave. and Pelham Street will commence in the summer of 2024 with completion in the spring of 2025.

Canboro Road Reconstruction Detailed Design

Canboro Road from Haist Street to Highway 20 is to be reconstructed to include urbanization of the cross-section and upgrade the water main and sanitary sewer. Kerry T. Howe Engineering is currently undertaking the detailed design. The design is approximately 85 percent and is scheduled to be constructed in 2025 pending budget approval.

Northwest Fonthill Watermain Replacement

Approximately 1.9 km of non-PVC water main is to be replaced in Northwest Fonthill complete with trench restoration. Kerry T. Howe Engineering has completed the design portion of this assignment and tender documents are being prepared. The project will be tendered in April of 2024, with construction commencing in June of 2024.

Reconstruction of Effingham St: Tice Road to 500M South of Metler Road

Effingham St from Tice Rd to 500m south of Metler Rd is to be reconstructed including improvements to the roadway and drainage. Upper Canada Consultants is currently undertaking the design which is planned to be complete in 2024 with construction anticipated in 2025 pending budget approval.

Effingham Street from Highway 20 to Canboro Road

Effingham Street from Highway 20 to Canboro Road is to be reconstructed to include improvements to the roadway, sidewalk, and drainage. Upper Canada Consultants is currently undertaking the design assignment with construction anticipated in 2026.

Church Street Culvert Replacement

ELLIS Engineering has completed the detailed engineering design for a concrete box culvert to replace the existing structure crossing Church Street approximately 100m north of Chantler Road. The tender for this project closed on April 4th and has been awarded to Rankin Construction. Construction is anticipated to start in July 2024.

Bridge Replacement Program – Cream Street and Roland Road

ELLIS Engineering is continuing to work on the Roland Road culvert design which will be completed in 2024 with replacement anticipated in 2025. The replacement of the Cream Steet bridge was completed in December 2023 except for topsoil and seed which will be completed in April 2024.

Bridge Inspection Program

The RFP for the Town's biennial bridge and culvert inspection program was posted on January 15th and awarded to Ellis Engineering on February 16th. Inspections are planned to begin in April with the final report submission anticipated in May.

Station Street Storm Pond Rehabilitation

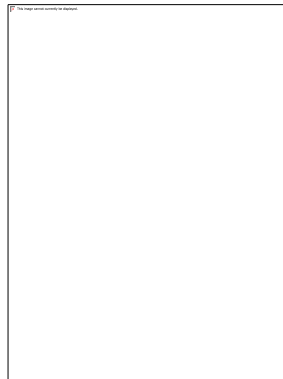
This project has been awarded to Duffin Contracting Inc. The commencement of the project has been delayed. This is mainly due to permitting restrictions from the NPCA and permission to enter and gain access over a hydro easement that runs between Station Street and Cataract Road directly adjacent to the stormwater pond outlet. The contractor is continuing to work with the design

consultant, Town Staff, and NPCA to get the approvals necessary to gain access to the site and complete the work. Based on failed attempts to gain access to the site via the Hydro One corridor the Town has now directed the contractor to gain access to the site through the existing storm sewer easement and stormwater management facility. As a result, there will need to be limited tree removal and restoration work on the existing pond. All of this work for the access will be completed on Town property. A portion of the property is on NPCA-regulated lands, and approval for the work has been granted.

The Town and the contractor are in discussion about the construction timing. Staff will be meeting with the NPCA to discuss the application process for 2024. It is anticipated that the construction phase will start in July 2024.

Church Street Sanitary Sewer Design Upgrades

The project was tendered on March 9, 2023, and closed on April 4, 2023. In May 2023, the contract was awarded to Trenchline and Roads. In September, the contractor successfully executed the trenchless crossing of the CP Rail tracks. As of October, the contractor has completed all underground works including Base asphalt and ditch restorations. The final top layer will be placed in the spring/summer of 2024.

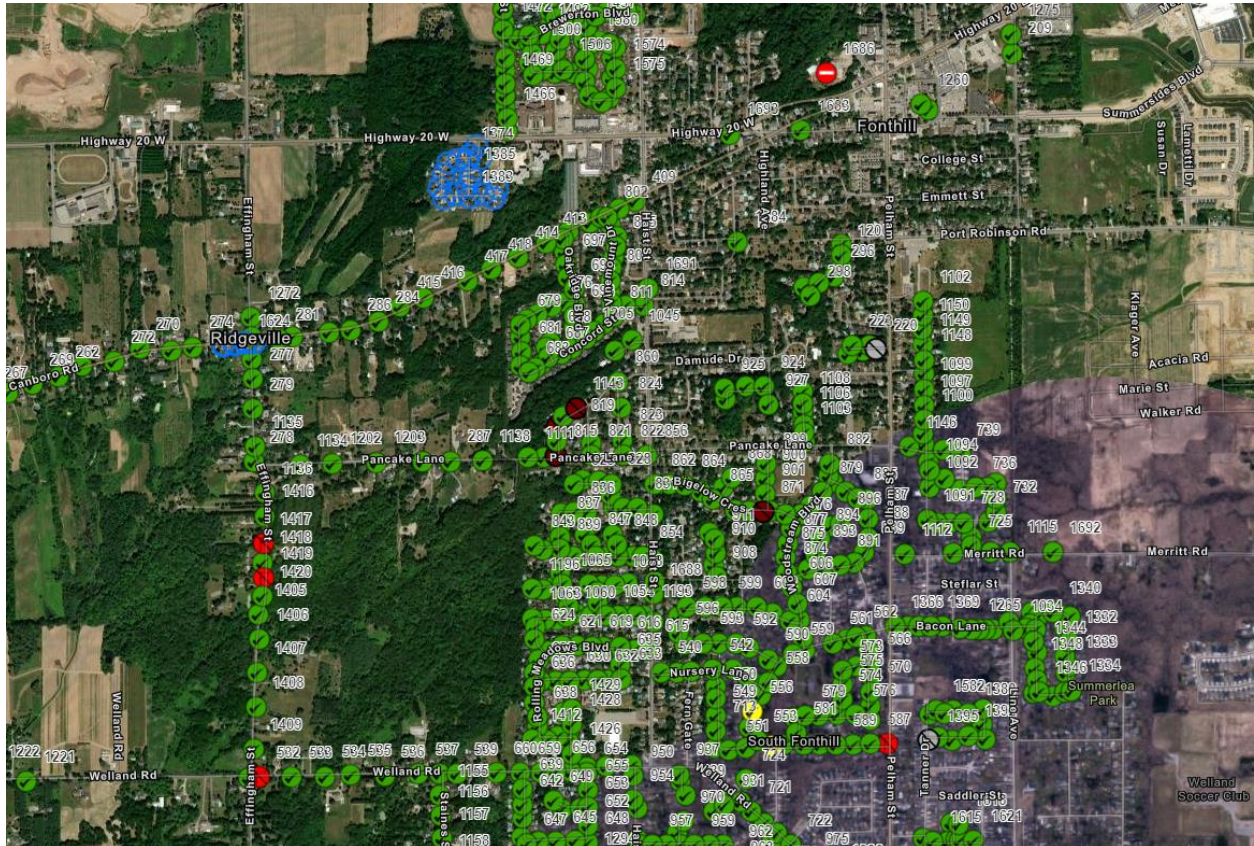


Church Street, South of the tracks approaching Martha Court Restoration

LED Streetlight Conversion Project (Phase 2)

Phase 1 was completed in February of 2023. In early August, along with RealTerm and Transtest, a pre-construction meeting was in place to discuss the second phase of the project. It was anticipated that the project would be completed by the end of 2023, however, there has been a supply chain issue that affected the scheduling for this project. RealTerm and Transtest

completed the project in February 2024 except for 31 LED Fixtures. These fixtures require different mounting hardware and will be completed once the mounting arms are received by the contractor.



Projected Map for Phase 2

In addition, The Town has partnered with neighboring municipalities for the maintenance program of the streetlights. The contract was tendered in January 15 and awarded to Beam Power and Utilities LTD on February 16, 2024. The municipal partners are the Township of West Lincoln and the City of Port Colborne.

Foss Road Sanitary Sewer Design Upgrades

Staff issued an RFP to complete the detailed design assignment and prepare tender documents (including permits and approvals from regulating approval agencies). The RFP closed on September 28, 2023, and was awarded to Associated Engineering Ltd. It is anticipated that the design will be completed by Q2 of 2024. Construction is scheduled to start in the spring of 2025 pending Council approval of the 2025 Capital Budget.

Centennial Park Washroom Upgrades

From January to March, the project has progressed steadily with minor delays due to supply chain issues. The weather has been beneficial to the project as it is set to be completed and occupied by March 28th. The project was substantially completed by March 28th, 2024. The Town received an extension on the grant to April 31st, 2024.



Completed Centennial Park Concession and Washrooms

Roadside Ditching Program (2024)

Staff prepared a tender for the roadside ditching program in February. The tender closed on February 27th. One bid submission was received which was double the approved budget. The reason for the increased cost was the uncertainty surrounding the management and disposal of the excess soil in accordance with the new regulations. Staff presently are revising the contract specifications to address the excess soils and will be retendering the work in late April 2024.

Concrete Repair and Replacement Program (2024)

The 2024 tender for the concrete repair and replacement program is 3-year contract and closed on April 2nd. The program has been awarded to Sacco construction and replacements are to begin in June once inspections have been completed and locations have been finalized.

In addition, staff have prepared a tender to complete sidewalk inspections and remove trip hazards. The tender closed in mid-April and has an estimated value of \$25,000.

Fire Station 1 Conceptual Design

Raimondo & Associates Architects Inc. prepared a conceptual design for the reconstruction of Fire Station 1 located on Highway 20. The conceptual design identified space requirements, a preliminary floor plan design, and a preliminary construction cost estimate. Currently, the architect is completing a cost-benefit study as to the preferred solution being a major rehabilitation or a complete replacement. This report will look at renovation options as well as replacement options for Council's consideration. It is anticipated that this report will be presented to Council in May. Following this report staff intend to issue an RFP for architectural services to complete the detailed design for the preferred solution.

2023 Road Rehabilitation Program - Continuation

The contract was awarded to Walkers Construction LTD. The Town is working on the rehabilitation of 8 kilometers of the rural road network for 2023.

In September of 2023 bonded wearing course (an innovative surfacing technology) was completed and applied to the following locations:

- (1) Maple Street;
- (2) Twenty Road to Sawmill Road;
- (3) Maple Street: Sixteen Road to Kilman Road;
- (4) Maple Street: Kilman Road to Metler Road; and
- (5) Effingham Street: Sumbler Road to Chantler Road.

However, due to surface temperature application constraints with the traditional surface treatment process, the following roads are scheduled to be completed early summer of 2024:

Roland Road: Effingham Street to Centre Street
Pihnach Street: Webber Road to Chantler Road
Beamer Street: Twenty Road to Spring Creek Road



Section of Maple Street and Effingham Street with Bonded Wearing coarse application

Based on the 2023 Pavement Index Study completed in May, the overall road network rating went down from 69 to 64. The Town's infrastructure benefits from the timely replacement of our aging infrastructure and is critical to ensuring the Town maintains a safe and efficient transportation network.

2024 Road Rehabilitation Program

The contract for this project was published on March 11, 2024, and closed on April 2, 2024. The project was awarded to Walker Construction LTD. The contract consists of 8 kilometers of rural road network for 2024. It is anticipated the works will commence in June and be completed in September 2024.

Based on the 2023 Pavement Index Study completed, the overall road network rating went down from 69 to 64. The Town's infrastructure benefits from the timely replacement of our aging infrastructure and is critical to ensuring the Town maintains a safe and efficient transportation network.

Road Base and Patching Repair Program (2024)

The contract was tendered on February 15, 2024, and closed on March 8, 2024. The contract was awarded to Circle P Paving on March 9, 2024. The

contract is a 3-year contract. The contractor and the Town will have a kick-off meeting to discuss the works in April 2024.

Timber Creek Stormwater Management Facility Rehabilitation (2024)

In 2024 Council approved a \$300,000 budget to complete maintenance and repair work to the Town's stormwater management facilities. A study completed by Matrix Solutions Inc. in 2024 identified approximately \$3M of rehabilitation and maintenance work to be completed in the next 10 years. In March staff issued an RFP for the design portion of the assignment. The RFP closed on April 5th and an award is expected by mid-April.

CLI/ECA Operation Manuals

Following the new legislation surrounding Consolidated Linear Infrastructure and Environmental Compliance regulations, the Town is required to produce and implement an inspection and maintenance program for sanitary and storm sewer infrastructure. The requirements are very similar to the drinking water quality management system that the Town has already implemented. In 2024 Council approved a project to complete operations and maintenance manuals for the sanitary and stormwater systems as they are required to be in place by the end of the calendar year. Staff issued an RFP on March 20 with a closing date of April 17th.

Design of Station Street from Port Robinson Road to Hwy 20

In 2024 Council approved a project for \$100,000 to finalize the detailed design assignment for Station Street between Port Robinson Road and Hwy 20. The project includes the full urbanization of the roadway including new sanitary and storm sewers, concrete curb and gutter, concrete sidewalks, a multi-use pedestrian path, and upgrades to the intersections at Port Robinson Road and Summersides Blvd. The project also includes the coordination of the Station Street extension south of Port Robinson Road to accommodate the Forest Park development.

Sulphur Springs Road Slope Stabilization Project

The project was approved by Council in 2023. It was tendered as a design-build project and was awarded to Duffin Contracting in October 2023, in the amount of \$437,310.

Duffin is currently in the design and consultation phase of the project, liaising with the NPCA and NEC about permitting. They have retained Maccaferri as their Geotechnical Engineer to assist with the proposed construction design and process.

It is anticipated that construction will begin in the spring of 2025.

Town Hall FOB KEY project

The purpose of this project is to improve the security at Town Hall. The RFP was published on February 5th, 2024, and closed on March 5th, 2024. An on-site mandatory meeting on February 15th was arranged to accommodate any questions may the contractors have. It was attended by 10 bidders and evaluated. On March 15th, 2024, the project was awarded to Pinder's Security Products. It is anticipated that the work will commence in April and be completed before the first Farmer's Market opens at the end of May.

Miscellaneous Topics:

In addition to the current capital projects, Engineering staff continue to thoroughly review all Planning and Committee of Adjustment applications. Reviews entail a site visit and detailed analysis of drawings and reports, to ensure Town standards are adhered to. For more complex applications, this process sometimes involves several re-submissions and repeated reviews by staff. Engineering staff also continue to manage requests for assumption of subdivisions and for reduction of securities at various stages of the development process. In addition, Engineering Staff complete reviews on lot grading plans for building permits received through the Planning Department.

Further, Engineering Staff continue to support the Pelham Active Transportation Committee (PATC), Environmental and Climate Adaption Advisory Committee (ECAAC), and the Utility Sustainability working group.