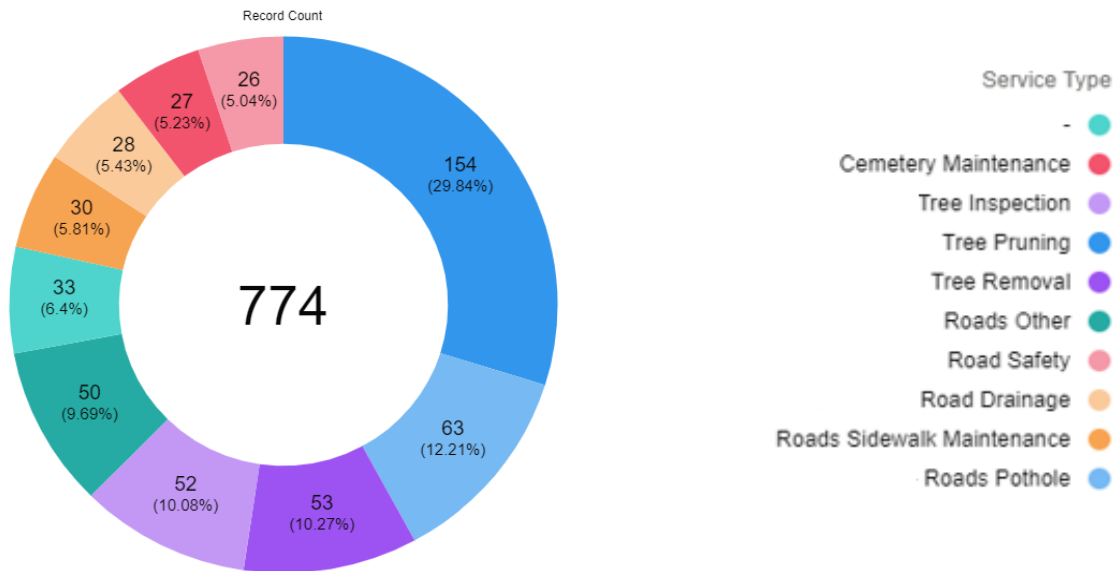


Reporting Period: Public Works Department Quarterly Report for the period: July, August, and September 2024.

Recommendation:

BE IT RESOLVED THAT the Q3/2024 Public Works Department Report be received for information.

Department Overview and Statistics:



The above image displays our year-to-date cases that have been opened in MuniPaas (Sales Force). For clarification, the light teal colour (the first colour under Service Type) are cases that have been opened by Sales Force for testing the system. In future reports, we hope to have quarterly case numbers to reflect the months captured within the report.

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*.

Throughout the third quarter, Roads staff continued to concentrate their efforts on patching potholes on municipal roads. This included preparing roads for several cycling events including the Ride to Conquer Cancer, and the Big Move Cancer Ride.

Staff replaced several road crossing culverts and driveway culverts, as well as the replacement of a large number of road signs during this quarter. A stop-controlled intersection was installed at Port Robinson Road and Klager Avenue, and the temporary speed cushions were moved from Haist Street and relocated to Pancake Lane, West of Haist Street.

Beautification

Over the past quarter, the Beautification Department has been actively engaged in various projects aimed at enhancing the aesthetic appeal and functionality of community spaces. The team has worked diligently on several initiatives, as outlined below:

Turf Maintenance

Efforts in turf maintenance have focused on sports fields and key town locations. This included:

- **Fertilizing:** Application of high-quality fertilizers to promote healthy growth.
- **Aerating:** Enhancing soil aeration to improve root development and water absorption.
- **Weed Mitigation:** Implementing targeted strategies to control weeds at high-priority locations.

These activities have significantly improved the condition of our sports fields and public green spaces, ensuring they remain vibrant and usable for community events and activities.

Annual Planting Success

This year saw remarkable success with annual hanging baskets and flower beds. The vibrant displays have not only beautified the town, but also received positive feedback from residents and visitors alike.

Support for Community Events

During the summer months, the department collaborated closely with the Cultural and Wellness Department, providing essential support for various community events. Our responsibilities included:

- Event setup and teardown
- Waste management services

This partnership has strengthened community ties and contributed to the overall success of these events.

Increased Garbage Can Servicing

2024 saw a continued increase in the servicing of municipal garbage cans throughout the season. This reflects the Town's commitment to maintaining cleanliness and sustainability in public spaces.

Forestry and Cemetery Maintenance

The Forestry and Cemeteries teams have remained busy, undertaking routine maintenance and care to ensure these areas remain respectful, serene, and beautiful for all visitors.

Recognition

All residents can be proud that our cumulative efforts have been recognized with **three blooms** from the Community in Blooms program. This accolade is a testament to the hard work and dedication of Pelham's business community, volunteers, residents and staff in enhancing the community's beauty.

Cemeteries

In the third quarter, cemetery staff completed 28 interments, 8 of which were traditional (full) burials. The Town has sold 10 graves to families between Hillside and Fonthill Cemeteries, resulting in year-to-date plot sales of 44.

The Cemeteries Stone Orchard Software Data Transfer project has been awarded to GEI Consultants (formally GM BluePlan) and is well under way with staff having regular progress update meetings. This project has an estimated completion by the end of the year 2024.

Water/Wastewater

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

The Northwest Fonthill watermain replacement project will be completed in late fall with staff working with contractors. Staff completed the 2024 fire hydrant inspection and continued with the hydrant fire flow program. The Town's Pressure Reducing Valves (PRV's) will have all been maintained with online updates published by late November. Water/Wastewater staff will begin the fall water main flushing, and valve maintenance program in October following the Drinking Water Quality Management System. The process of integrating the newly legislated Consolidated Linear Infrastructure - Environmental Compliance Approval (CLI-ECA) has begun with our Environmental Compliance Analyst implementing programs directed at both Storm and Wastewater infrastructure allowing for improved environmental protection.

Public Works Engineering

The following is a summary of the activities and projects that have occurred in the Engineering Department between July and September 2024:

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 summer 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 final asphalt will be installed at the intersection of Pelham Street and Quaker Road. This will mark the completion of the project.

The contractor completed the intersection works with new sidewalks and pavement markings. The Town is waiting on updated estimates for the Solar powered PXO lights. These works are anticipated to be done tentatively in October 2024.



Northbound on Pelham Street towards the intersection of Quaker Road/Welland Road and Pelham Street

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, 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 it 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).

As of September 30th, 2024, the contractor is approximately +/-50m into Pelham, working their way towards the Pelham Street intersection. It is anticipated that the work on Quaker Road between Line Ave. and Pelham Street will be completed in the summer of 2025.

Pancake Lane Reconstruction Detailed Design

Pancake Lane, from Haist Street to Pelham Street, is to be reconstructed to include urbanization of the cross-section, upgrading the water main and sanitary sewer, and installing a new storm sewer. The Town awarded this project to UEM, who are currently undertaking the detailed design, however, the Niagara Region is currently in the design stages of the new trunk watermain feed to the new water tower location, which has put a hold on the progress until further details from the Region are forthcoming.

The Region and Town staff have had discussions regarding the proposed route for the new trunk watermain as the Region is proposing to use Pancake Lane instead of the current route along Bigelow Crescent. The Region has requested a partnership with the Town to include the detailed design of the Trunk Watermain in the detailed design of Pancake Lane.

This partnership will be similar to the Quaker Road Reconstruction project in which the Region carries out the full road design, construction costs and Contract Administration, and apportions out the Town's anticipated costs in a cost-sharing agreement.

The details are currently being discussed between Town Staff, Regional Staff, and UEM.

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 of the water main and sanitary sewer. Kerry T. Howe Engineering is currently undertaking the detailed design which will be completed by the end of 2024 with construction slated for 2025, pending budget approval.

Northwest Fonthill Watermain Replacement

Approximately 1.9 km of non-PVC water main is being replaced in Northwest Fonthill. Kerry T. Howe Engineering completed the design portion of this assignment and Cotton Inc. is undertaking the construction. The contractor has now completed the installation of the watermain and has begun to replace service connections and shut off valves to properties.

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 constructed in 2027.

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, a new sidewalk on the east side, and new storm drainage. Upper Canada Consultants is currently undertaking the design assignment, with construction anticipated in 2026.

Church Street Culvert Replacement

This project is now complete, Rankin construction reopened Church Street on Monday, September 23rd.

Bridge Replacement Program – Roland Road

ELLIS Engineering is continuing to work on the Roland Road culvert design, which will be completed in 2024, with replacement anticipated in 2026.

Culvert Replacement Program - Balfour Street

The replacement of the twin culverts is now completed, Balfour Street was reopened in August 5th.

Station Street Storm Pond Rehabilitation

This project has been awarded to Duffin Contracting Inc. The contractor continues working with the design consultant, Town Staff, and NPCA to get the necessary approvals to access the site and complete the work. Based on failed attempts to access 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 discussing the construction timing. Staff will meet with the NPCA to discuss the application process for 2024. Completion of this project is pending authorization by the NPCA and the contractor's schedule.

Church Street Sanitary Sewer Design Upgrades

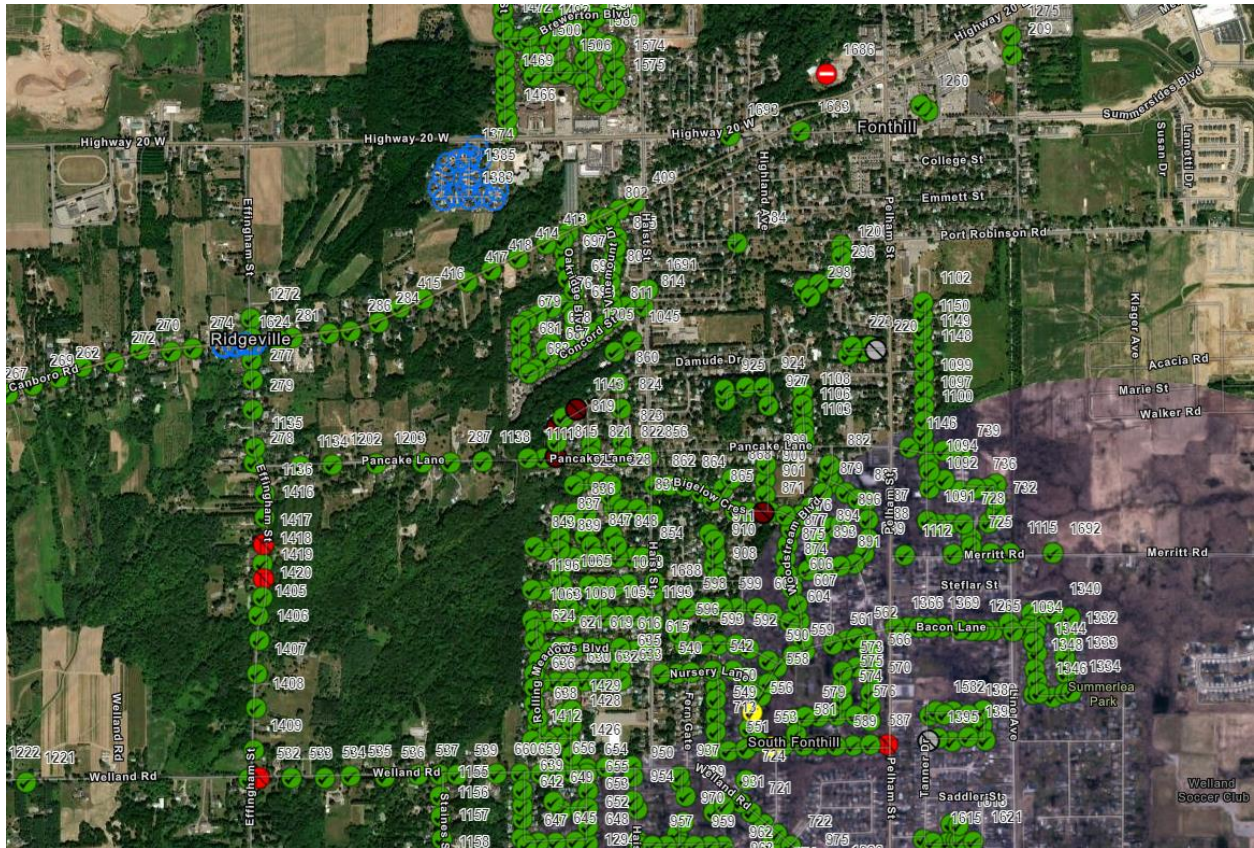
The project was tendered on March 9, 2023, and closed on April 4, 2023. The contractor has completed all underground works, including Base asphalt and ditch restorations. The final top layer and deficiencies were completed in June 2024. The project is currently in the maintenance phase.



Church Street, North of the tracks, southbound approaching crossing.

LED Streetlight Conversion Project (Phase 2)

Phase 1 was completed in February 2023. RealTerm and Transtest completed the project in September 2024 with the installation of the last of the decorative fixtures. The project has now entered the maintenance phase and staff are working closely with the utility providers and RealTerm to complete the final billing transfer. A final report will be coming to Council in November 2024 to report on expected operating cost savings and realized project efficiencies.



Projected Map for Phase 2

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 Q4 of 2024. Construction is scheduled to commence in 2027 following upgrades to the Region’s Foss Road sanitary pumping station.

Centennial Park Washroom Upgrades

From January to March, the project progressed steadily, with minor delays due to supply chain issues. The project was substantially completed by March 28th, 2024. The project is currently in the maintenance phase.



Completed Centennial Park Concession and Washrooms

Roadside Ditching Program (2024)

CRL Campbell was awarded the 2024 Ditching program. Due to the new soil regulations and additional testing requirements, quantities were reduced from previous years to stay within the approved budget. This project was completed September 5th.

Concrete Repair and Replacement Program (2024)

The 2024 concrete replacement tender was a three (3) year program that was awarded to Sacco Construction. All replacements and reinstatements have now been completed.

Sidewalk Inspection and Trip Hazard Removal

Safe Sidewalks Canada completed the sidewalk inspection portion of this contract in May. The inspection results were used to select replacement locations and locations for trip hazard cutting which have now been completed.

Fire Station 1 Conceptual Design

Raimondo & Associates Architects Inc. prepared a conceptual design to reconstruct Fire Station 1 on Highway 20. The conceptual design identified space requirements, a preliminary floor plan design, and a preliminary construction cost estimate. In addition to this assignment, staff requested that the architect complete a cost-benefit study and rehabilitation/replacement analysis to consider alternatives for the council's review. Staff prepared a report for council consideration in June 2024 concerning different alternatives for rehabilitation and/or replacement of the fire station. At this meeting,

Council has endorsed a complete replacement of the existing facility, and staff are currently preparing a companion report that looks at design options and location alternatives.

In September 2024, staff prepared a report to Council seeking endorsement of a preferred concept for Station One replacement. The preferred concept includes the construction of the new facility on the existing site using a staged construction approach to maintain business continuity during the project. The project will include demolition of the existing office space and construction of new apparatus bays on the west side of the building. Once the new apparatus bays are constructed the equipment will be moved in the new building allowing demolition and construction of new office spaces on the east side of the building. Staff are currently in the process of preparing an RFP for the architectural service and detailed design. It is anticipated that the RFP will be issued in November of 2024.

2023 Road Rehabilitation Program - Continuation

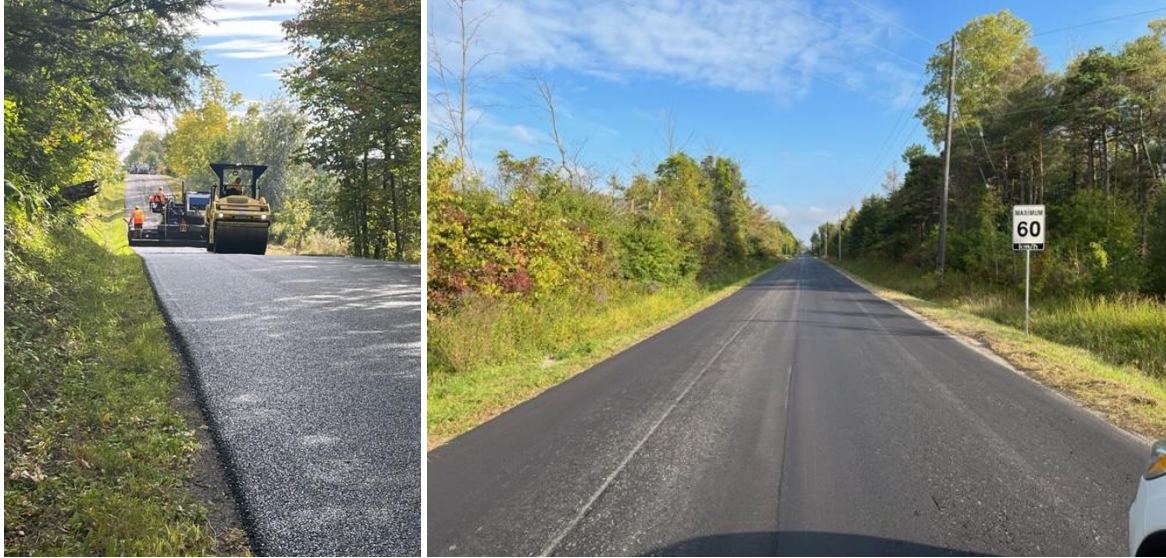
The contract was awarded to Walkers Construction LTD. The Town is working on rehabilitating 8 kilometers of the rural road network for 2023.

In September of 2023, a 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 could not be rehabilitated in 2023 and instead were completed in August of 2024.

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



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 timely replacement of the town's aging infrastructure benefits the town's 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. The work commenced in June and was fully completed in September 2024.

In June, the Contractor placed asphalt padding to eliminate surface imperfections. The Final Bonded Wearing Course of the Asphalt was completed by mid-August 2024.

Bonded wearing course (an innovative surfacing technology) to be applied to the following locations:

- Kilman Road: Maple Street to Victoria Avenue
- Metler Road: Balfour Street to Victoria Avenue
- Wessel Drive: Town Limit to Sawmill Road
- Haist Street: Overholt Road to Metler Road
- Centre Street: Metler Road to Kilman Road



Kilman Road between Maple Street and Victoria Ave, before and after

Road Base and Patching Repair Program (2024)

The contract was tendered on February 15, 2024, and closed on March 8, 2024. Circle P Paving was awarded the contract on March 9, 2024. This is a 3-year contract.

Circle P Paving started the patching and surface works in May 2024. In addition, the section of Merritt Road from Line Avenue to Rice Road was rehabilitated as part of this contract. Work is scheduled to be completed October 2024.

Town Of Pelham Slope Stabilization Design

The contract for this project was published on April 30, 2024, and closed on May 23, 2024. The Project has been awarded to Kontzamanis Grauman Smith McMillan Inc (KGS Group). The Proposal is to acquire design services to rehabilitate the areas with slope stabilization issues in the Town of Pelham. The locations noted below have been identified to have slope failures:

- 50 metres north of Centre Street and Roland Road North
- End of Spencer Lane overlooking Marlene Stewart Park
- Between 536 River Road and 531 River Road



Spencer Lane Slope Failure, overlooking Marlene Stewart Park

The designs are anticipated to be completed by Q1 of 2025.

Timber Creek Stormwater Management Facility Rehabilitation (2024)

In 2024, the 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 was awarded to Matrix Solution. In August, the tender was posted and later awarded to CRL Campbell for maintenance work on the storm pond. CRL Campbell is projected to start work on the pond the first week of October. The pond is set to be completed by November 2024.

CLI/ECA Operation Manuals

Following the new legislation surrounding Consolidated Linear Infrastructure and Environmental Compliance Approval regulations, the Town must produce and implement an inspection and maintenance program for sanitary and storm

sewer infrastructure. In 2024, Council approved a \$150,000 budget to complete the operations and maintenance manuals for the Town's storm and sanitary system. In April 2024, the Town awarded GEI Consultants (formally GM BluePlan) the project for \$99,288.00. The project kicked off in July, with an estimated completion date of the operations manuals by the end of December 2024.

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 coordinating the Station Street extension south of Port Robinson Road to accommodate the Forest Park development and the reconstruction of the intersection of Port Robinson Road and Station Street. It is anticipated that the design work will be completed in Q1 of 2025 with construction in 2026.

Sulphur Springs Road Slope Stabilization Project

The project was approved by the Council in 2023. It was tendered as a design-build project and awarded to Duffin Contracting in October 2023 for \$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 pending approvals from the NPCA, NEC, DFO, and Town of Pelham Engineering staff.

Town Hall FOB KEY project

This project aims to improve the security at Town Hall. The RFP was published on February 5th, 2024, and closed on March 5th, 2024. On March 15th, 2024, the project was awarded to Pinder's Security Products. This project was fully completed in September 2024.

Miscellaneous Topics:

In addition to the current capital projects, Engineering staff continue to review all Planning and Committee of Adjustment applications thoroughly. 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 the assumption of subdivisions and the reduction of securities at various stages of the development process. In addition, the engineering staff reviews 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.