



AGENDA
SPECIAL MEETING OF MUNICIPAL COUNCIL

Monday, September 20, 2021, 5:30 PM
Council Chambers and by Zoom
18 Centre Street, Spencerville ON
Contact the Township Office to Register
(613)658-3055

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest & the General Nature Thereof**
- 4. Action and Information Items from Committees**
 - a. Winter Sand Supply - EC-PW-21-07 -Tender Award
 - b. 2021 Hardtop Surface Patching RFQ
- 5. Question Period**
- 6. Closed Session**
 - a. Section 239(2)(i)
A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; Specifically: Greenfield/Township - Pumping Station
- 7. Report Out of Closed Session**
- 8. Confirmation By-law**
- 9. Adjournment**



**TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM**

Committee: Special Council

Date: September 20, 2021

Department: Public Works

Topic: Winter Sand Supply – Tender EC-PW-21-07

Purpose: To award the 2021 Tender for the supply of winter sand to G. Tackaberry and Sons Construction Ltd.

Background: A request for Tender to supply the Township with up to 3300 Tonnes of Winter maintenance sand was issued on August 11, 2021 and closed on September 7th, 2021. The contractor shall deliver not less than 2,300 – 2,800 metric tonnes of winter sand prior to September 30, 2021 (in accordance with a mutually agreed work schedule), and not less than 500 metric tonnes upon demand at a later date. The Tender provided the following results:

<u>Bidders</u>	Unit Price	Total
	Per Metric Tonne	Tender
1	G. Tackaberry & Sons Construction Ltd.	\$ 15.74 \$51,942.00
2	Lafarge	\$ 17.85 \$58,905.00

Policy Implications: By-law 2015-57 establishes policies with respect to the procurement of goods and services. It states that all expenditures shall be within the current approved budget or within approved estimates, otherwise, prior approval of Council is required. In addition, expenditures above \$50,000 require approval of Council.

Financial Considerations: The 2021 budget includes \$160,000.00 for Winter Maintenance salt and sand materials. The low bid for sand was submitted by G.Tackaberry & Sons Construction Ltd. at a unit price of \$15.74. The unit price is \$1.00/tonne higher than 2020 (**6.4% increase**). In 2020, the Township was able to join and secure a unit price of \$99.00 per tonne, over the next 3 years, for winter salt through the County Winter Salt tender.

Recommendation: : That Municipal Council Award the Winter Sand Tender to G. Tackaberry and Sons Construction Ltd. at the unit price of \$15.74 per metric Tonne and authorize staff to execute necessary contract documents.



Director of Operations



CAO



**TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM**

Committee: Special Council Meeting

Date: September 20, 2021

Department: Operations

Topic: 2021 Hardtop Surface Patching RFQ

Purpose: To award the Hardtop Surface Patching RFQ to CoCo Paving Inc

Background: An RFQ for various hardtop asphalt repairs was issued on August 31, 2021. The Township sent out ten invitations to quote and posted the RFQ on the Township website. Only one quotation was received by the Township from CoCo Paving Inc. with the following estimates:

Location	Width(m)	Length (m)	Rough Sq. m	Est. Cost
Adelaide @ SW corner of Walker -Cardinal- Skin	2	15	30	\$3,630.00
Catch basin -- Between 2026 + 2038 Dundas – Cardinal	1	8	8	\$2,168.00
305 Walter St - Cardinal	2	8	16	\$3,456.00
Corner of Canal & Walker St – Cardinal - Skin	8	6	48	\$3,888.00
West junction of Joseph & George St – Cardinal - Skin	5	6	30	\$3,630.00
Catch basin - 30 Adelaide St- Cardinal	6	6	36	\$2,358.00
609 Pittston Rd (cross culvert)	8	12	96	\$9,408.00
Cedar Grove Rd (cross culvert)	8	21	168	\$10,584.00
Corner of South & Water St – Spencerville (skin)	9	25	225	\$11,362.50
Howard St. At Ventnor Rd. – (cross) culvert	6	11	66	\$7,722.00
Myers Cres. Cul-de-sac – (from recent pavement off Linton incl. Cul-de-sac) - Skin			566	\$17,263.00
Square meters rough total:			1289	

Total Estimated Cost	\$75,469.50
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Policy Implications: By-law 2015-57 establishes policies with respect to the procurement of goods and services. It states that all expenditures shall be within the current approved budget or within approved estimates, otherwise, prior approval of Council is required. In addition, expenditures above \$50,000 require approval of Council.

Financial Considerations: The 2021 Budget includes \$100,000.00 for contract asphalt patching and surface repairs. The quoted estimate plus non-rebated HST falls below the budgeted amount by \$23,202.24. The remaining budget will be used to cover unanticipated items like the Reid St. manhole excavation that occurred subsequent to the RFQ issuance. A provision to negotiate an increase, or decrease in the scope of work was included in the RFQ to ensure the total contract was within budget.

Recommendation: : That Council: Award Asphalt Repair and Paving RFQ-EC-PW-21-06 to Coco Paving Inc. in the amount of \$75,469.50 plus non rebated HST; and Authorize the Director of Operations to execute any contract documents.



Director of Operations



CAO

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH CARDINAL**

BY-LAW NO. 2021-55

**“A BY-LAW TO ADOPT, CONFIRM AND RATIFY MATTERS DEALT WITH BY
RESOLUTION”**

WHEREAS Section 5(3) of the Municipal Act 2001, SO 2001, Chapter 25, as amended, provides that the powers of a municipality shall be exercised by by-law;

AND WHEREAS in many cases, action which is taken or authorized to be taken by the municipality does not lend itself to the passage of an individual by-law;

NOW THEREFORE the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the actions of the Township of Edwardsburgh Cardinal, at its meeting held on September 20, 2021 in respect of recommendations contained in the reports of committees considered at the meeting and in respect of each motion, resolution and other action taken by the Township of Edwardsburgh Cardinal at its meeting are, except where the prior approval of the Ontario Municipal Board or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Mayor and the appropriate officials of the Township of Edwardsburgh Cardinal are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Township of Edwardsburgh/Cardinal referred to in the preceding section.
3. That except as otherwise provided, the Mayor and Clerk are authorized and directed to execute all documents necessary on behalf of the Township of Edwardsburgh Cardinal.

Read, passed, signed and sealed in open Council this 20 day of September, 2021.

Mayor

Clerk