

DATE: March 4, 2024

REPORT NO: PD-15-2024

SUBJECT: **Recommendation Report - Master Community Plan Update and Completion of Master Sewer Servicing Plan**

CONTACT: Brian Treble, Director of Planning & Building

OVERVIEW:

- On October 15th, 2019, staff report PD 118-19 recommended that Aecom and Wood be hired to complete the Master Community Plan work based on quotes of:
 - Aecom \$772,211.00 + HST
 - Wood \$679,878.00 + HST
- In October of 2019, authorizing agreements were signed to commission such work.
- On June 26th, 2019, an agreement was signed with the Land Owners group to pay for the project work up to the point of Master Servicing Plan and OPA approval.
- Up to and including May of 2023, the General Manager of the Land Owner's Group had approved all change orders and confirmed payments of all work completed by both Consultant Teams.
- Approval of OPA 62 occurred at the Township Council level on July 18th, 2022 and was included in the new Regional Official plan that was approved by the Province on November 4th, 2022.
- Final approval of OPA 63 occurred by Township Council on August 11th, 2022 and April 27, 2023 by Regional Council. The appeal to the Ontario Land Tribunal occurred on May 15, 2023 and is the focus of other reports and discussion to Township Council.
- Finishing touches on the financial report and urban design report of the Master Community Plan; along with the alignment of the sewer trunk line through the northern study lands, and specifically through and around the area of influence of the PCB lands is the final component of the work for which the Master Sewer Servicing Account money will cover the outstanding costs.
- This report outlines in detail financial costs for the Master Community Plan work to date from the date of hire of both consulting teams. Much of the additional costs incurred by the Change Orders were in order to address the Land Owner's Group requests for additional consultation zoom sessions, consultant input, and included a request to fast track the approval of Official Plan Amendment No. 62 and 63.

RECOMMENDATION:

1. That, Recommendation Report PD-15-2024, regarding “Recommendation Report - Master Community Plan Update and Completion of Master Sewer Servicing Plan”, dated March 4, 2024 be received; and,
2. That, Aecom be appointed to complete the Waste Water Master Plan for an amount up to \$75,000, which is within the budget allocated for the Sanitary Sewer Master Plan project; and,
3. That, the options, analysis and final report, be completed in accordance with the Integrated Environmental Assessment process and be presented to the public and Township Council at the appropriate times.

ALIGNMENT TO STRATEGIC PLAN:

- **BUILD** a safe, connected, caring and active community.
- **CHAMPION** strategic and responsible growth.

BACKGROUND:

In 2005, Township staff and Council, with the assistance of Glen Barker (Planner) of BLS Planning Consulting and Bob McLaughlin of Phillip’s Engineering were preparing expansion plans for Smithville. Unfortunately, their work was not supported by the Region at that time where the Region allocated growth targets that did not support a boundary expansion. Then, in 2018, Regional staff and Council considered growth targets in both population and employment that required a further analysis of our ability to meet new growth targets.

The result of this review was the creation of a joint project with a newly created land owners group to undertake studies that would see West Lincoln/Smithville assist the Region in achieving the Niagara Region’s Growth Target.

CURRENT SITUATION:

On October 15th 2019, staff report PD-118-19 recommended that Aecom and Wood be hired to complete the Master Community Plan work based on quotes of:

- Aecom \$772,211.00 + HST
- Wood \$679,878.00 + HST

In October of 2019, authorizing agreements were signed to commission such work.

On June 26th, 2019, an agreement was signed with the Land Owners Group to pay for the project work up to the point of Master Community Plan and OPA approval.

Approval of OPA 62 occurred at the Township Council level on July 18th, 2022 and was included in the new Regional Official plan that was approved by the Province on November 4th, 2022.

Final approval of OPA 63 occurred by Township Council on August 11th, 2022 and April 27, 2023 by Regional Council. The appeal to the Ontario Land Tribunal occurred on

May 15, 2023 and is the focus of other reports and discussion to Township Council.

Finishing touches on the financial report and urban design report of the Master Community Plan along with the alignment of the sewer trunk line through the northern study lands, and specifically through and around the area of influence of the PCB lands is the final component of the work for which the Master Sewer Servicing Account money will cover the outstanding costs.

This report outlines in detail financial costs for the Master Community Plan work to date from the date of hire of both consulting teams. All change orders from commencement of the study to May of 2023 were approved by the General Manager of the Land Owners Group. Much of the additional costs incurred by the Change Orders were in order to address the Land Owner’s Group requests for additional 200 consultation zoom sessions, consultant input, and included a request to fast track the approval of Official Plan Amendment No. 62 and 63.

To date, costs incurred by the land owners to successfully support the Master Community Plan work for Smithville/West Lincoln can be summarized as outlined below.

Company and Change Order	Value	Timing	Description	Land Owner Approval	Comments
WSP WOOD	\$679,878.00 + HST	October 2019	Original contract	October 2019	
Change Order 1	\$17,519.00	July 2020	Additional geomorphology work	May 22, 2020	
Change Order 2	\$37,351.00	June 2021	Additional consultation costs	September 16, 2021	
	Total + HST \$734,748				
AECOM	\$772,211.00 + HST	October 2019	Original contract	October 2019	
Change Order 1	\$36,718.00	April 6, 2021	Virtual engagement platform	March 2021	
Change Order 2	\$10,000.00	August 29, 2022	OPA update, No. 62 and 63	August 2022	

Change Order 3	\$48,795.00	December 14, 2021	Additional Meetings (Regional Road Bypass, waste water hydraulic)	November 2021	
Change Order 4	\$36,805.00	July 21, 2023	Additional meetings for Master Community Plan	May 2023	
Change Order 5	\$16,500.00	April 11, 2023	ToR Block Plan	March 2023	
Change Order 6	\$4,815.00	November 15, 2023	Virtual Platform Migration	N/A	
Change Order 7	\$75,000.00		PCB Gravity Sewer Reconsideration	N/A	To be approved
Change Order 8	\$30,000.00	November 15, 2023	OLT support	N/A	
	Total + HST \$183,633.00 (without Change Order 7) + \$772,211.00 = \$955,844.00				

All above change orders, except 6 and 8 were approved by the General Manager of the land owners group on their behalf, before being signed by Township staff. As a result of their approval, the costs were charged to the land owners group.

The costs for preparing witness statements, attending OLT mediation meetings in support of the Township at the Ontario Land Tribunal to help resolve the OLT issues are extras (Change Order 6 and 8, see above) and have not been billed back to the land owners.

This report has been written to brief Committee and Council on costs to date and to approve the retention of Aecom to complete the added component of the Waste Water Master Plan relating to trunk line sewer work on and around the area of PCB influence (Change Order 7). The value of \$75,000.00 to address the Master Servicing Plan addendum update relating to the Area of PCB influence will be expanded to the Waste Water Master Plan account.

FINANCIAL IMPLICATIONS:

The remaining Master Servicing work that staff is recommending AECOM to complete, is within the Waste Water Master Plan budget of \$75,000.

INTER-DEPARTMENTAL COMMENTS:

This report has been discussed with Township Legal Counsel and completed with assistance of the consulting teams and Richard Vandezande. The Interim CAO and Treasurer has reviewed this report.

CONCLUSION:

This report has been written for several reasons:

1. To update Committee and Council on the financial costs of the study work to date.
2. To update Committee and Council on the remainder of the work to be completed within the PCB related area of influence.
3. To authorize Aecom to complete the remaining Waste Water Master Plan trunk line servicing work for \$75,000.
4. To instruct Aecom to complete the Integrated EA work and to report back to the public and Council as required.

Prepared & Submitted by:



Brian Treble
Director of Planning & Building

Approved by:



Donna DeFilippis
Interim CAO and Treasurer