



Special Frontenac County Council Meeting
Wednesday, April 26, 2023 – 6:00 p.m.
Township of South Frontenac Council Chamber,
4432 George Street, Sydenham, ON
Council will resolve into Closed Meeting
and will then reconvene as regular Council
<https://youtube.com/live/-GJPnSJkjDM?feature=share>

AGENDA

Page

Call to Order

Disclosure of Pecuniary Interest and General Nature Thereof

Closed Session

- a) **Resolved That** Council resolve itself into Committee of the Whole closed session as authorized under Section 239 of The Municipal Act, to consider:

1. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board - as it relates to contract implications with Emmons and Mitchell

Resolved That Council rise from Committee of the Whole closed session with/without reporting.

Items of Business

3 - 15

- a) **2023-058**
Office of the Chief Administrative Officer
Administrative Building Redevelopment – Options for the
Collaboration Space

Colbourne & Kembel Architect Inc. will be providing options to County Council for consideration

- b) **Special Educational Trip to Brockville**
Tour of Newterra

Be It Resolved That a special closed meeting of Council be held, pursuant to Section 239 (3.1) of the Municipal Act on Wednesday, May 10th to accommodate an Educational field trip to Newterra, 1291 California Ave, Brockville, ON, for a tour through the plant as well as a presentation by senior staff, to assist with education as Frontenac moves towards the creation of a public utility for communal services.

By-Laws – General By-laws and Confirmatory By-law

- a) First and Second Reading

Resolved That leave be given the mover to introduce by-law a) that has been circulated to all Members of County Council and that by-law a) be read a first and second time.

- b) Third Reading

Resolved That by-law a) be read a third time, signed, sealed and finally passed.

By-Laws

16 - 17

To confirm all actions and proceedings of County Council on
April 26, 2023

[Proposed By-law No. 2023-022]

Adjournment



Report 2023-058

Council Recommend Report

To: Warden and Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Brianna McEathron, Executive Assistant
Date of meeting: April 26, 2023

Re: **Office of the Chief Administrative Officer – Administrative Building Redevelopment – Options for the Collaboration Space**

Recommendation

Colbourne & Kembel Architect Inc. will be providing options to County Council regarding the collaboration space.

Background

A Request for Tender was issued and closed on June 1, 2022; Emmons & Mitchell (2000) Ltd was awarded the contract. As directed by County Council, staff were instructed to enter into an agreement with Emmons & Mitchell (2000) Ltd for the Renovations & Additions for the Joint Admin Facility for the County of Frontenac and Cataraqui Conservation Authority:

- b) 2022-058
Office of the Chief Administrative Officer
Review and Award of the RFP for the Renovations & Additions for Joint Admin Facility for the County of Frontenac and Cataraqui Regional Conservation Authority**

Moved By: Deputy Warden Doyle
Seconded By: Councillor Martin

Be It Resolved That the Office of the Chief Administrative Officer – Review and Award of the RFP for the redevelopment of the Administrative Building report be received;

And Further That the Council of the County of Frontenac authorize the Warden and Clerk to enter into an agreement with Emmons & Mitchell Construction (2000) Ltd for the

Renovations & Additions for Joint Admin Facility for the County of Frontenac and Cataraqui Region Conservation Authority in the amount of Four Million, Four Hundred and Ninety Thousand (\$4,490,000.00), subject to the approval by the Cataraqui Region Conservation Authority (CRCA).

As noted in the resolution, the work included additions to the existing building, one being the enlargement of the main entrance, in which the County received a grant in the amount of \$100,000 from the COVID-19 Resilience Infrastructure Stream Funding, the second being the removal of the former addition to building that housed the old Economic Development Office and the Bud Clayton Memorial Boardroom, to make way for a new addition that would house the new Council Chamber along with a excavated lower level that would house the Frontenac Paramedics, and the third being the south addition that would house the collaboration space.

The existing soils in the area of the south addition are a sandy infill with an approximate bearing capacity of 100kPa, which is not suitable for bearing the new foundations as currently designed. Current south addition footings/foundations were designed to bear on bedrock with a bearing capacity of 500kPa. A geotechnical report was prepared and included as part of the tender package. As part of this report, a test pit in the general area of the south addition was completed and indicated bedrock at a depth close to the elevation of the presumed existing footings. Current excavations uncovered that the existing building is bearing on bedrock. However, the bedrock shears off about two feet outside of the existing footings with sandy infill soil otherwise throughout. Upon discovery of the unsuitable soils during initial excavations, direction was provided for E&M to proceed on time and material to continue to excavate further down until they reached presumed native soil or bedrock. E&M provided an update that they excavated to a further depth and had the geotechnical engineer back on site to test the soil's bearing capacity. The geotechnical engineer requires further excavation (+/- 2'-0") to expose enough of the presumed native soils below (silty clay) in order to provide a definitive answer on the native soil's bearing capacity.

Comment

Todd Colbourne and Justin Chapman will take County Council through the options that are available to address this issue. A copy of those options is attached to this report as Appendix A.

Strategic Priority Implications

Priority 2 Explore new funding sources and invest wisely in critical long-term infrastructure.

2.1 To meet the needs of future capital projects, explore new sources of funding support (current and future programs), cost-sharing options and other potential economies.

2.4 Finalize plans and financing to replace/construct/renovate aging County buildings now used for administration services (through a shared admin facility if possible).

Priority 3 Champion and coordinate collaborative efforts with partners to resolve complex problems otherwise beyond the reach of individual mandates and jurisdictions.

3.1 Work with the townships, other municipalities and levels of government on broad infrastructure issues — ranging from environmental concerns to regional transportation strategies for residential, social and economic purposes, and access to funding.

3.3 Continue to pursue collaborative opportunities to achieve service and cost efficiencies and other economies through cost-sharing and shared services.

Financial Implications

Costing the options will be provided separately once all financials have been completed by the architects.

Organizations, Departments and Individuals Consulted and/or Affected

County Administration
Cataraqi Region Conservation Authority (CRCA)
Colbourne & Kembel, Architects Inc.
Emmons & Mitchell Construction Limited.

Apr 24, 2023

Joint Admin Facility – Discussion on Site Conditions & Path Forward

- excavation for south Collaboration Space Addition encountered very poor soils not anticipated by geotech report.
- This will result in another significant extra to the contract (in addition to other previous and pending extras).
- original depth of foundation was to be 2.46 m below 1st flr level.
- An additional approx 1.2 m has been excavated and soils are still very poor .
- we have asked contractor to cease excavation and are proposing several options on how to proceed.
- contractor needs to proceed asap with starting the east addition to minimize already occurring schedule delays, and because the work for the south collaboration space addition is accessed from the east, the decision on the south addition needs to be made asap to avoid further delay.

Option 1A - Keep South Collaboration Space (with slab on grade)

This option will add costs to the contract without any additional benefit other than avoiding a redesign.

- Enlarge footings to suit actual bearing conditions.
- extend concrete foundation walls deeper.
- Stabilize existing now undermined foundations.
- An additional 50% of compacted backfill required below slab on grade.

Option 1B - Keep South Collaboration Space (and add floor area below)

This option will add even more cost to the contract than option 1A, but comes with a benefit.

Due to the extra excavation depth, there is now enough height to add floor area below. This will be unfinished space capable of future finish work.

- Enlarge footings, extend conc fnd wall down, and stabilize existing fnd as per 1A
- Delete most of the in-contract compacted backfill (some to remain at new footing level)
- Revise the Collaboration Space slab-on-grade to be a suspended slab.
- Add new door opening in existing foundation wall at Corridor 022.
- Add 4 insulated panels for future windows in foundation wall.
- Rough-in elec junction box in Corridor 022 to serve future space.
- Add minimal sprinkler piping.
- No lighting.
- Minimal electric baseboard heating to provide minimum heating to 12 C.
- Compacted granular floor (suitable for future concrete floor).

Option 2 – Delete South Addition and move Collaboration Space to Ground Floor of Old House

This option will result in a significant net credit to the contract (which will offset other pending extra costs).

This option requires the EMS Training Space to move off site somewhere.

- Stabilize existing foundations as per 1A.
- Delete all not yet done south addition scope from contract (certain materials have already been ordered and not returnable)
- Backfill with clean fill
- A new smaller mech unit will be required for lobby (larger collaboration/lobby unit that has been ordered could be stored for future east 3rd flr addition)
- Convert ground floor Training Room to Collaboration Space, and include an office next to Clerk Office (for IT Manager)

Option 3 – Delete South Addition and move Collaboration Space to Ground Floor of Old House and Add a 3rd Floor To East Addition for Training Space

This option will result in smaller net credit to the contract (which will somewhat offset other pending extra costs).

This option keeps EMS Training on site.

- Same scope as Option 2 plus:
 - Resize East Addition roof structure to support a floor load
 - Add a 2nd floor to the new East Addition for use as Training Space (can utilize some otherwise wasted already ordered materials from deleted South Wing Addition)
- additional fees for design and permit documents
- extra time to prepare documents and revised SPC approval (could result in further schedule delay costs).

Separate Suggested Contract Change For Future Flexibility:

If Option 3 above is selected, the East Addition will now be 3 floors. If Option 1A, 1B or 2 are selected, based on a request from the CAO, we are suggesting a design change to revise the East Addition roof structure to be suitable for a future 2nd floor addition.

This will be a fairly minor cost to allow a future small expansion.

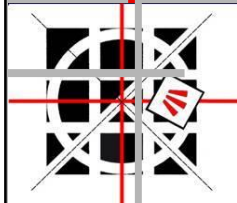
This is an urgent decision as the steelwork is to be ordered this week.

Presentation to the
County of Frontenac & Cataraqui Region
Conservation Authority,

Joint Administration Facility

CKA Project # 20027

COLBOURNE & KEMBEL ARCHITECTS INC.



CKA

Discussion on Site Conditions & Path Forward

- Excavation for south Collaboration Space Addition encountered very poor soils not anticipated by geotechnical report.
- This will result in a significant extra to the contract, in addition to other previous and pending extras (summary to follow).
- Original depth of foundation was to be 2.46 m below 1st floor level.
- An additional approx 1.2 m has been excavated and soils are still very poor.
- We have asked contractor to cease excavation and are proposing several options on how to proceed.
- Contractor needs to proceed with starting the east addition asap to minimize already occurring schedule delays, and because the work for the south collaboration space addition is accessed from the east, the decision on the south addition needs to be made asap to avoid further delay.



Financial Summary of Extras Incurred thus far

- Original contract amount: \$4,490,000
- Net cost for changes approved to-date: \$610,000
 - 80% due to unforeseen site conditions
 - 8% due to client change requests
 - 7% due to Authorities (Site Plan Control) requests
 - 5% due to design issues
- Net cost for changes currently under review: +/- \$275,000
 - Includes various cost-saving credits to help offset extras
 - Includes delay costs to extend construction contract (increase contractor builder's risk, insurance and bonding costs) to end of December 2023.
 - Extras currently under review are >95% due to unforeseen site conditions
- Projected revised contract amount: +/- \$5,375,000
(excluding decision on south addition)



Option 1A - Keep South Collaboration Space (with slab on grade)

This option will add costs to the contract without any additional benefit other than avoiding a redesign.

- Enlarge footings to suit actual bearing conditions.
- Extend concrete foundation walls deeper.
- Stabilize now undermined existing foundations.
- An additional 80% of compacted backfill required below slab on grade.
- Delay costs to further extend construction contract (includes increase contractor builder's risk, insurance and bonding costs) to minimum end of March 2024 construction completion date.

Total Estimate: \$257,500



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Option 1B - Keep South Collaboration Space (and add floor area below)

This option will add even more cost to the contract than option 1A, but comes with some benefit. Due to the extra excavation depth, there is now enough height to add floor area below. This will be **unfinished** space capable of future finish work.

- Enlarge footings, extend conc foundation wall down, stabilize existing foundations, and further construction delay costs as per Option 1A.
- Credit to omit most of the in-contract compacted backfill (some to remain at new footing level).
- Revise the Collaboration Space slab-on-grade to be a suspended slab.
- Add new door opening in existing foundation wall to access the south addition basement.
- Add 4 insulated panels for future windows in foundation wall.
- Rough-in electric junction box in Corridor 022 to serve future space (no lighting or power outlets in space).
- Add minimal sprinkler piping and fire alarm device for monitoring.
- Minimal electric baseboard heating to provide minimum heating to 12 C.
- Compacted granular floor (suitable for future concrete floor).

Total Estimate: \$480,500



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Option 2 – Delete South Addition and move Collaboration Space to Ground Floor of Old House

This option will result in a significant net credit to the contract (which will offset other pending extra costs). This option requires the EMS Training Space to move off site somewhere, or to “share” the Collaboration Space with a folding partition. Small Training groups can use ½ of the space and Collab the other half. For larger Training events requiring the entire space, the Collab space would be unavailable during those times.

- Stabilize existing foundations as per Option 1A and 1B.
- Credit to omit all not yet completed south addition scope from contract (certain materials have already been ordered and not returnable).
- Backfill with clean fill.
- A new smaller mech unit will be required for lobby (larger collaboration/lobby unit that has been ordered could be stored for future east 3rd floor addition).
- Convert ground floor Training Room to Collaboration Space, and include an office next to Clerk Office (for IT Manager).
- No further construction delay costs (est. construction completion December 2023)

Total Estimate: \$273,000 credit



CKA

Option 3 – Delete South Addition and move Collaboration Space to Ground Floor of Old House and Add a 3rd Floor To East Addition for Training Space

This option will result in net cost to the contract. This option keeps EMS Training on site without having to “share” the collab space.

- Same scope as Option 2 (\$273,000 credit) plus:
 - Resize East Addition roof structure to support a floor load
 - Add a 2nd floor (approx. 150 m² of finished space) to the new East Addition for use as Training Space (can utilize some otherwise wasted already-ordered materials from deleted south addition)
- Additional fees for design and permit documents.
- Extra time to prepare documents and revised SPC approval.
- Delay costs to further extend construction contract to minimum end of April 2024 construction completion date.

Total Estimate: \$327,000



CKA

Separate Suggested Contract Change For Future Flexibility:

If Option 3 above is selected, the East Addition will now be 3 floors. If Option 1A, 1B or 2 are selected, based on a request from the CAO, we are suggesting a design change to revise the East Addition roof structure to be suitable for a future 2nd floor addition. This will be a fairly minor cost to allow a future approx. 150 m² expansion.

This is an urgent decision as the steelwork is to be ordered this week.

Total Estimate: \$25,000



By-Law No. 2023-022

of

The Corporation of the County OF Frontenac

being a by-law to confirm all actions and proceedings of County Council on
April 26, 2023

Whereas Section 8 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act* or any other *Act*; and;

Whereas Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction described in the Table to Subsection 2 subject to certain provisions, and;

Whereas Section 5 of the *Municipal Act, S.O. 2001, c. 25* and amendments thereto provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 shall be exercised by its council and by by-law unless the municipality is specifically authorized to do otherwise; and;

Whereas the Council of the County of Frontenac deems it expedient to confirm its actions and proceedings;

Now Therefore Be It Resolved That the Council of the Corporation of the County of Frontenac hereby enacts as follows:

1. **That** all actions and proceedings of the Council of the County of Frontenac taken at its special meeting held on April 26, 2023 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.
2. **That** all actions and proceedings of the Council of the County of Frontenac taken at its special meeting held on April 26, 2023, be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto.
3. **That** all actions and proceedings of the Council of the Corporation of the County of Frontenac taken at its special meeting held on April 26, 2023 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.

