



AGENDA
COUNCIL OF THE CITY OF CASTLEGAR

Special Meeting – 7:00 p.m. Wednesday, July 3, 2013

Call To Order

Adoption of Agenda

As presented

REPORTS:

FINANCE & CORPORATE SERVICES:

1 2013 By-Election

TRANSPORTATION AND CIVIC WORKS:

5 2013 – 2015 Paving Program Recommendation for Award (#13-128)

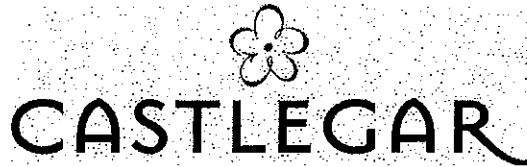
11 Millennium Ponds Recommendation for Notice of Award (#13-127)

ADJOURNMENT:

Given under my hand this 2nd day of July, 2013 and posted in accordance with Section 127 of the Community Charter.

A handwritten signature in cursive script that reads "CRempel".

Carolyn Rempel
Director of Corporate Services



MEMORANDUM

TO: Mayor and Council **FILE: 4200-01**
FROM: Director of Corporate Services **DATE: July 3, 2013**
SUBJECT: 2013 BY-ELECTION

RECOMMENDATION

THAT, following the resignation of Councillor Russ Hearne and in accordance with Section 121(2)(a) of the Community Charter and Sections 37(1)(d) and 37(4) of the Local Government Act, Carolyn Rempel be appointed Chief Election Officer for the 2013 by-election with power to appoint other election officials as required for the administration and conduct of the 2013 by-election;

AND THAT John Malcolm and Nicole Brown, be appointed Deputy Chief Election Officers for the 2013 by-election.

AND THAT, the by-election be held on Saturday, September 14, 2013.

AND FURTHER THAT the election officials shall be compensated as follows:

- a) Chief Election Officer..... \$800.00
- b) Deputy Chief Election Officer \$550.00
- c) Presiding Election Official..... \$300.00
- c) Poll Clerks \$225.00

and that the City provide lunch and dinner meals for all election staff in attendance at the voting place on election day.

PURPOSE

To appoint a Chief Election Officer and two Deputy Chief Election Officers for the purpose of conducting the 2013 local government by-election which is required to be held as a result of the resignation of Councillor Russ Hearne; and

to establish the rates of pay for election officials and staff for the 2013 by-election; and

to establish the date of Saturday, September 14, 2013 for the by-election.

BACKGROUND

Section 121 of the Community Charter states that a Council member may only resign his or her office by delivering a written resignation to the Council at a Council meeting or to the

corporate officer at any time. Further, Section 121(2)(a) states that the resignation of a Council member is effective from the date specified in the letter of resignation.

The Director of Corporate Services has received a written letter of resignation from Councillor Russ Hearne, to be effective July 1, 2013.

Section 37(1)(d) of the Local Government Act requires that an election must be held to fill a vacancy in an elected local government office that occurs when the person holding the office resigns from office.

Section 37(4) of the *Local Government Act* requires that: "As soon as reasonably possible after a vacancy occurs for which an election under this section is to be held, the local government must appoint a chief election officer for the election."

Section 37(5) of the *Local Government Act* requires that: "The chief election officer must set a general voting day for the election, which must be on a Saturday no later than 80 days after the date the chief election officer was appointed."

The date of Saturday, September 14, 2013 has been selected as voting day for the 2013 by-election.

It is recommended that election officials and staff remuneration rates for the by-election remain the same as those rates paid for the 2011 general election, which were as follows:

Chief Election Officer	\$800.00
Deputy Chief Election Officer	\$550.00
Presiding Election Official	\$300.00
Poll Clerks	\$225.00

Respectfully submitted,

Carolyn Rempel,
Director of Corporate Services

Approved by:
John Malcolm, CAO

Russell Hearne
1411 - 36th Street
Castlegar BC
V1N 4J2

May 6th, 2013

City of Castlegar
460 Columbia Ave
Castlegar BC
V1N 1G7

RE: LETTER OF RESIGNATION

Mayor and Council, please accept this letter as my letter of resignation. My last day as a member of the Castlegar City Council will be June 30th, 2013.

I have enjoyed my time as a councilor and I am grateful for the knowledge I have gained. I know that what I have learned has helped me in my career and unfortunately I am leaving the best city I have ever lived in.

The staff and crew of the City are first class people who make this the best city to live in. I know that the residents of this City are fortunate to have such committed and strong Mayor and Council.

I am thankful for the friendships, support, and mostly for all of the great times we have had as a team.

Thank you,

Russell Hearne
Castlegar City Councillor



CASTLEGAR

REPORT TO COUNCIL

DATE: January 3, 2013 **REPORT NO.:** 13-128
SUBMITTED BY: DT&CW **FILE NO.:** 5400-100
SUBJECT: 2013 – 2015 Paving Program Recommendation for Award

RECOMMENDATION:

THAT Mayor and Council award the 2013 to 2015 Paving Program to Selkirk Paving, for the three year total value of \$ 992,493.50, plus GST, and that Council authorize staff to execute the necessary documents.

PURPOSE

To award a three year paving program to the lowest qualified bidder.

SUMMARY/BACKGROUND:

In 2004/05 the City undertook an asphalt condition assessment with the aid of EBA Engineering. From that assessment, maps were produced that differentiated all road segments within the City based on their condition. Public Works used these maps and the background information to prioritize asphalt replacement projects. The majority of the roads that were identified as being in poor shape were replaced in subsequent years.

In 2012, the City hired LVM Consultants to perform a complete asphalt condition assessment, thereby providing Civic Works with updated information to complete roads replacement plans. LVM uses a specialized truck that uses GPS, highly accurate sensors and cameras to, sense, locate and quantify defects in the existing asphalt. Every road was assessed and broken down into 10 sections with each of the following defects being graded and recorded:

- Rutting
- Longitudinal Cracking
- Transverse Cracking
- Meandering Cracking
- Alligator Cracking
- Joint Cracking or separations
- Potholes

From the summation of the above defects each road segment was given a rating using a PDI

(Pavement Distress Index) and a RCI (Ride Comfort Index). By combining the two different indexes, a final Pavement Condition Rating or PCR was given for every road segment. Civic Works produced a 5 year asphalt replacement program based on the following criteria, PCR rating, underground work required to be completed, and location of the road segments, so that efficiencies could be found. Attached is the bid sheets outlining the roads proposed to be tendered in each year.

A tender was released and posted on BC BID. Two bids were received and the results are as follows.

Contractor	2013	2014	2015	3 Year Total
Selkirk Paving	\$355,406.50	\$260,463.50	\$376,623.50	\$992,493.50
Power Paving	\$407,111.50	\$327,871.00	\$451,763.00	\$1,186,745.50
City's Budget	\$334,000	\$292,000	\$350,000	\$976,000

Selkirk Paving has held the City's paving contract for past 6 years and they have the equipment and experience to complete the work.

ALTERNATIVES:

Any number of alternatives could be proposed.

Council could choose to only award 1 or 2 years of the contract, but values may need to be renegotiated with the lowest bidder.

Different priorities for road replacements could be proposed.

IMPLICATIONS:

- (1) **Social** A 3 year replacement program that effectively manages the repaving of streets will be a benefit to all citizens. If this 3 year program is awarded, it will provide citizens and staff with a clear picture of where and when work will be completed.
- (2) **Environmental** By maximizing the life spans of both the asphalt and underground infrastructure the City is reducing the environmental impacts of new construction.
- (3) **Personnel** City staff will provide inspections of the paving program.
- (4) **Financial** As can be seen in the table above, the tender supplied by Selkirk Paving is very close to the overall, 3 year budget. It is anticipated that some priorities may need to be shifted to ensure budgets each year are met.

In addition to the tender values, an escalation/de-escalation of oil costs was factored into the tender. This will adjust the value of the paving work incrementally up or down based on the price of paving oil for the life of the contract.

POLICY IMPLICATIONS:

As noted in the City's OCP, "Achieving a high quality transportation network is a key component of the Castlegar OCP as it supports a wide range of other initiatives".

IMPLEMENTATION/COMMUNICATION:

If the paving program is awarded staff will publish the list of roads to be paved on the City's website. If awarded, the work is expected to begin mid-July and must be completed by August 15.

Respectfully submitted,



Chris Barlow, A.Sc.T.
Director of Transportation & Civic Works

Approved by:



John Malcolm, Chief Administrative Officer

SCHEDULE A1 - 2013 PAVING PROGRAM

Typical Street - To - From	Approx. Qty	Work to be performed by City prior to paving	Paving Code	Paving Comments	Year for Paving	Unit Price	Road Segment Cost
10th Ave from 1st St to 2nd St	781 sq. m.		A		2013		
10th Ave from 3rd St to 4th St	920 sq. m.		B		2013		
10th Ave from 4th St to 5th St	729 sq. m.		B		2013		
10th Ave from 5th St to 6th St	1343 sq. m.		B	Just South Lane	2013		
2nd St from 8th Ave to 9th Ave	606 sq. m.	Storm Soak Away Required	A		2013		
3rd St from 9th Ave to 10th Ave	834 sq. m.		B		2013		
5th St from 9th Ave to 10th Ave	572 sq. m.		B		2013		
6th Ave from 6th St to north end	656 sq. m.		B		2013		
6th Ave from 6th St to south end	694 sq. m.		B		2013		
9th Ave from 2nd St to 3rd St	768 sq. m.		B	Just East Lane	2013		
9th Ave from 3rd St to 4th St	959 sq. m.		B		2013		
Asphalt Curb - hand or machine formed	100 lin. M.						
Level Course	85 tonne						
Paving Area Subtotal	8863 sq. m.						

Total for 2013

SECTION 2 -- For 2013 Escalation/De-escalation Cost in Asphalt Rack Rate Purposes - Asphalt has _____ % oil in mix for asphalt paving

Paving Codes Legend	
A	50mm Overlay with level course as required.
B	Full Depth Milling, grading, and re-paving with 68mm of asphalt
C	Mill one pass width along gutter and overlay with 50mm asphalt

SCHEDULE B1 - 2014 PAVING PROGRAM

Typical Street - To - From	Approx. Qty	Work to be performed by City prior to paving	Paving Code	Paving Comments	Year for Paving	Unit Price	Road Segment Cost
12th St from Columbia Ave to End	718 sq. m.		B		2014		
21st St from 8th Ave to end	285 sq. m.		B		2014		
8th Ave from 21 St to end	459 sq. m.		B		2014		
9th Ave from 27th St to 28th St	1216 sq. m.	TRE Offsites watermain	A		2014		
9th Ave from 28th St to end	1729 sq. m.	Storm Main Installation	A		2014		
Monashee Ave from Selkirk Ave to 15th St	1809 sq. m.	Storm Upgrade	A		2014		
Paulson Pl from Columbia Ave to Lordco entrance	1267 sq. m.	Carwash Storm Service	B		2014		
Selkirk Ave from Columbia Ave to Selkirk Ave	547 sq. m.	Storm Upgrade	A		2014		
Asphalt Curb - Hand or Machine formed	100 lin.m.				2014		
Level Course	110 tonne				2014		
Paving Area Subtotal	8029 sq. m.						

Total for 2014

SECTION 2 - For 2014 Escalation/De-escalation Cost in Asphalt Rack Rate Purposes - Asphalt has _____ % oil in mix for asphalt paving

Paving Codes Legend

A	50mm Overlay with level course as required.
B	Full Depth Milling, grading, and re-paving with 68mm of asphalt
C	Mill one pass width along gutter and overlay with 50mm asphalt

SCHEDULE C1 - 2015 PAVING PROGRAM

Typical Street - To - From	Approx. Qty	Work to be performed by City prior to paving	Paving Code	Paving Comments	Year for Paving	Unit Price	Road Segment Cost
18th St from 17th St to Connors Rd	383 sq. m.		A		2015		
18th St from Connors Rd to Edgewood Rd	385 sq. m.		A		2015		
1st Ave from Dumont Cres	457 sq. m.	Upgrade Watermain	B		2015		
3rd Ave from 2nd St to 3rd St	629 sq. m.		B		2015		
3rd Ave from 3rd St to 4th St	665 sq. m.		B		2015		
3rd Ave from 4th St to 5th St	800 sq. m.		B		2015		
4th Ave from 4th St to 5th St	225 sq. m.		B	Just first 30m	2015		
5th Ave from 4th St to 5th St	765 sq. m.		A		2015		
7th Ave southend to Yew St	372 sq. m.		B		2015		
7th St from 11th Ave to Columbia Ave	559 sq. m.		B		2015		
8th St from Columbia Ave to 11th Ave	194 sq. m.		B	intersection with Columbia	2015		
Dumont Cres from 1st Ave to 1st Ave	1099 sq. m.	Upgrade Watermain	B		2015		
Silverwood Cres from Ridgewood Dr to Pinewood	3489 sq. m.	Storm Main, Inspect Sewer	C		2015		
Asphalt Curb - Hand or Machine formed	100 lin. m.				2015		
Level Course	65 tonne						
Paving Area Subtotal	10022 sq. m.						
Total for 2015							

SECTION 2 - For 2015 Escalation/De-escalation Cost in Asphalt Rack Rate Purposes - Asphalt has _____ % oil in mix for asphalt paving

Paving Codes Legend

A	50mm Overlay with level course as required.
B	Full Depth Milling, grading, and re-paving with 68mm of asphalt
C	Mill one pass width along gutter and overlay with 50mm asphalt



REPORT TO COUNCIL

DATE: July 2, 2013 **REPORT NO.:** 13-127
SUBMITTED BY: Director of Transportation & Civic Works **FILE NO.:** 6420-20.M2
SUBJECT: Millennium Ponds Recommendation for Notice of Award

RECOMMENDATION:

1. THAT Mayor and Council direct staff to provide a notice of award to Marwest Industries for the construction of the Millennium Ponds Project for the total value of \$1,084,922 plus GST.
2. THAT the 2013 budget and Five Year Financial Plan be amended to increase the Millennium Ponds project budget by \$425,000 from \$1.2 million to \$1.625 million and that the budget increase be financed from internal reserve fund borrowing from the Development Reserve, Columbia Avenue South, \$110,000 and the Land Reserve, Airport Fund \$325,000.

PURPOSE

To provide a notice of award to the most advantageous bidder, on the Millennium Ponds project which thereby allows the City to enter into negotiations on contract details.

SUMMARY/BACKGROUND:

In 2011, the City undertook a master park planning process for the Millennium Park/Pathway area. A natural swimming area was the chief project identified in the plan.

In December 2011, the City applied for and was successful in securing a \$400,000 grant from the BC Community Recreation Granting program. Engineering and design continued through the fall and winter of 2012. In early 2013, the City awarded the drilling of the source water well to JR Drilling of Cranbrook BC. The well proved to be successful and will be able to supply all the water required for the natural swimming ponds and the Millennium Park irrigation system.

The floods experienced in the summer of 2012 required the design team to review the grades of the ponds and their vulnerability during flooding. The ponds were adjusted to maximize their use during future high water events. It is anticipated that during 1 in 10 year flood events the lower

pond will be flooded but the top 2 ponds and beach area will be usable. For 1 in 20 year flood events, the second pond will be flooded but the top pond and beach areas will be usable. As the ponds are not located in the main current channel, it has been designed that that flooding will not have significant impact on the pond's integrity. Once the water recedes trapped fish and debris will need to be addressed.

In the spring of 2013, the actual construction of the ponds was publicly tendered.

The work was posted on BC Bid and 4 tenders were received. Their base price bids are listed below (all before GST):

Contractor	Tender Base Price (before taxes)
Marwest Industries	\$ 1,128,723.00
TRUE Construction	\$ 1,466,444.30
Maglio Installations	\$ 1,075,014.50
Dawson Construction	\$ 1,397,623.70

In addition to the base tendered prices, there were a number of optional items tendered. The use of these optional items depends on what is found during construction both from an archeological perspective as well as underground materials. High quality, clean sand will be required for a number of areas. Factors that determine the source of this sand depend on the suitability of the sand that is found during excavation and the prices supplied by the tenders.

When factoring in all of the optional items, it is staff's opinion that Marwest Industries provides the most advantageous bid to the City as noted below. The use of these optional items is supported by the preliminary geo-technical investigation completed by the City and Golder and Associates.

Contractor	Tender Price (before taxes) (This includes import of Type 1 & 2 Sand, riprap use of indicator mesh)
Marwest Industries	\$ 1,084,922.00.
Maglio Installations	\$ 1,155,815.00

IMPLICATIONS:

- (1) Social** The development of Millennium Park, especially with the inclusion of the Natural Water Recreation Area will make the park and Downtown Castlegar a regional draw. The social benefits of having this facility is extremely high.
- (2) Environmental** The pumping system proposed for the Natural Water Recreation Area will also be used to charge the Millennium Park irrigation system with non-potable, river drawn water. This will significantly reduce the total use of treated water used within City Parks.
- (3) Personnel** Once constructed and open to the public, resources will be required to provide cleaning services.

(4) Financial

The budget for the Millennium Natural Swimming Ponds was \$1,200,000 inclusive of design, engineering and construction management.

Using the tendered construction values, it is anticipated that the final project cost will be approximately \$ 1,625,000 (this includes a \$75,000 contingency).

The increase in project costs can be attributed to higher than estimated tender values. In addition there were increased levels of effort required by the design team to re-establish pond grades and prove out flooding levels given the flooding that was experienced last year.

The requirement for an archeological assessment and environmental monitoring as well delayed regulatory reviews and referrals increased consultant costs.

In addition, well construction costs were increased as the water well needed to be nearly twice as deep as projected.

The additional funds required in the budget will be \$425,000. In order to complete the project the 2013 budget and five year financial plan must be amended. Furthermore, additional financing will be required and it is recommended that the additional \$425,000 be financed as follows:

	Current Internal <u>Borrowing</u>	Additional <u>Borrowing</u>	<u>Total</u>
Columbia Ave	1,000,000	110,000	1,110,000
Land Res, Airport	<u>-</u>	<u>315,000</u>	<u>315,000</u>
Total	1,000,000	425,000	1,425,000

POLICY IMPLICATIONS:

The Millennium Park Master Plan is an appendix to the City Official Community Plan. The Natural Swimming Ponds is noted as a catalyst project within the Millennium Park Master Plan. Constructing this project will be a major step towards completing the master plan.

IMPLEMENTATION/COMMUNICATION:

If approved, Staff will provide a notice of award to Marwest Industries. This will allow Staff to discuss and negotiate project timing and budget with Marwest.

Respectfully submitted,



Chris Barlow, A.Sc.T.
Director of Transportation & Civic Works

Approved by:



John Malcolm, Chief Administrative Officer