



MEMORANDUM

FROM: Administration
TO: Chair Vaandrager, Reeve Harwood, All Councillors
SUBJECT: Public Works Committee Meeting

A meeting of the Public Works Committee will be held on:

Monday, November 6th, 2023
Immediately following the Planning Committee Meeting

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AGENDA

1. Call to Order
2. Adopt Agenda
3. Public Works – Carryforward Action List
4. Public Works Director's Report
5. Delegation – 11:00 AM
Greg Pohler – SaskWater
6. PW 23-015 2024 Fuel Contract Information Report
7. PW 23-016 2024 Gravel Crushing
8. Road Grading - City of Saskatoon Blairmore Planning District (Greenwood)
9. Biz Hub Ditches – Full Mowing (Greenwood)
10. Adjourn

INFRASTRUCTURE AND PUBLIC WORKS

3.

Carryforward Action List – CURRENT

Date Action Item/Request	Status
<p>October 12, 2021</p> <p>Civic Addressing Process</p> <p>Issue: The RM adopted civic addressing in February 2019 in the municipality for emergency services.</p>	<ul style="list-style-type: none"> • October 12, 2021 – Previous anticipated timelines for the rural addressing initiative were delayed. Administration conducted an audit of the procedures required to complete the project. The initial process established required some re-work to align the project with established provincial civic addressing processes. • January 10, 2022 – Council received an information package containing an update on the expected project completion timelines (late Fall 2022). • March 1, 2022 – Research into the process of registering civic addresses with Canada Post is underway. An update to Council will be provided in May. • March 21, 2022 – Finalization of assigned addressing and road name verification is underway. • June 2022 - Sign installation for the summer has begun. This project remains on track to have civic addresses and road names registered, sign installation of existing addresses completed, and emergency services updated by end of quarter four. • August 2022 – Sign installation will continue while weather permits. Registration of civic addresses is in progress. Consultation is ongoing to ensure process continuity for the future phase of registering civic addressing with Canada Post. • October 2022 – First data batch of Civic Addresses was received by the Civic Address Registry and confirmed compatible with their system. The next step, address verification, can proceed for this batch. Canada Post consultation has been fruitful and remains ongoing. • December 2022 – Second data batch is being prepared to be sent to the Civic Address Registry. Road name change application to be submitted to ISC once the November Council Meeting minutes have been posted. • February 2023 – Registration with external parties for emergency services is ongoing. Updates to follow as the process progresses. • March 2023 <ul style="list-style-type: none"> ○ Awaiting completion of road name updates with external parties. In communication with these parties. ○ In queue for CAR to complete their address verification and registration with emergency services (ETC 6-9 months) ○ Continued review and updating of civic addresses ○ Preparation for the completion of sign installations for the initial program implementation is ongoing ○ Work has begun on program maintenance. Internal consultation to embed civic addressing in development processes is in progress. A workflow is being created. Documentation will be reviewed.
<p>Sourcing of future gravel sites in the RM.</p>	<ul style="list-style-type: none"> • Currently establishing a process for identification of sites.

INFRASTRUCTURE AND PUBLIC WORKS

Carryforward Action List – CURRENT

Date Action Item/Request	Status
Valley Road Corridor Assessment	<ul style="list-style-type: none"> • Currently establishing the scope of this project and determining the viability of addressing issues pertaining to this transportation link. • April 2023 – Council will need to determine in conjunction with Administration the implications to the 2024 budget.
October 16, 2023 Twp Rd 390, from RR 3051 to RR3053 (Coun Froese-Kooijenga)	<ul style="list-style-type: none"> • Administration to provide a report with options to rehabilitate the section of Twp Rd 390, from RR3051 to RR3053
October 16, 2023 Twp Rd 362 (Hodgson Rd), from Valley Rd to Hwy 7 (Coun Greenwood)	<ul style="list-style-type: none"> • Administration to provide a report with options for reducing speed limit and weight restrictions on Twp Rd 362 (Hodgson Rd) from Valley Rd to Hwy 7
November 6, 2023 RM Gravel Pit (Coun Greenwood)	<ul style="list-style-type: none"> •
November 6, 2023 Neault Rd Progress (Coun Greenwood)	<ul style="list-style-type: none"> •
November 6, 2023 Speed Limit Adjustment on Beam Road (Coun Greenwood)	<ul style="list-style-type: none"> •

Public Works Directors Report – November 6, 2023

- A) Staffing
 - a. Seasonal staff layoff date was November 3, 2023.

- B) Maintenance Activities
 - a. Winter Maintenance:
 - i. All equipment has been switched over for winter season
 - ii. Salt/sand material is stockpiled.
 - b. Mowing Program – Still mowing with limited staff.
 - c. Summer maintenance – Mechanics have begun maintaining and repairing equipment for summer maintenance programs.

- C) Fleury Rd East
 - a. Concrete barricades are going to be placed to prevent traffic from driving along old Fleury Road.

- D) Capital Projects
 - a. Salt Shed Building
 - i. Salt shed building to be tendered in next 1-2 weeks.

Department

Infrastructure and Public Works

Subject

2024 Fuel Contract

Recommendation

THAT Administration be directed to extend the current fuel contract with Bluewave Energy for 1 additional year as outlined in Option 1 of this report.

Background

The RM of Corman Park (Corman Park) publicly advertised the 2023 fuel tender in November of 2022. The tender was awarded to Bluewave Energy – A Division of Parkland Corporation (Bluewave Energy) as they provided the lowest-priced bid and demonstrated their ability and capacity to meet the contract requirements.

Discussion

The 2023 fuel contract is based on the Daily Average Wholesale (Rack) Prices for Diesel for Saskatoon published daily by the Government of Canada – Natural Resources Canada. Bidders were not allowed to input their own rack price and had to provide a markup to the rack price from Natural Resources Canada for Saskatoon. Bluewave Energy's bid was -\$0.05/liter (5 cents below Rack prices) for diesel and \$0.02/liter (2 cents above rack price) for gasoline.

The fuel contract with Bluewave Energy is for a period of 1 year, expiring on December 31, 2023. However, the contract included an option to extend the contract for an additional two, one-year terms under the same prices, terms and conditions. Corman Park, therefore, has two options for the 2024 fuel tender as outlined below:

Option 1: extend the current fuel contract with Bluewave Energy for 1 additional year as per the contract prices and terms.

- Benefits:
 - Corman Park will continue to receive the same level of service for an additional year. Feedback from Corman Park's field crews and Foreman has been positive with regard to the service received from Bluewave Energy over the last year.
 - Corman Park will receive the same contract prices for an additional year with the same contract terms and conditions.
 - This will result in less administrative effort for Corman Park compared to preparing a new tender package for 2024.

- Risks:
 - Although this option guarantees the same prices as the 2023 fuel contract, it also eliminates the opportunity for new companies to provide bids for the 2024 fuel contract.

Option 2: Publicly tender the 2024 fuel contract.

- Benefits:
 - This will allow new companies to provide bids for the 2024 fuel contract.
 - This may result in more competitive bids being received with potentially lower bid rates.
- Risks:
 - There is a risk that higher bids may be received for the 2024 fuel contract and Corman Park would be obligated to award to the best bid, even if it's higher than the 2023 contract price guaranteed by an extension to the Bluewave Energy contract.

Implications

Strategic:	Securing a regulated fuel contract will enable operations to occur without being affected by the fluctuations of the ever-changing fuel market
Financial:	Extending the current fuel contract will help regulate the fuel cost and provide a best value approach to the Public Works Operational budget.
Policy/Legal:	There are no policy/legal implications.
Communications:	Corman Park will communicate the extension of the fuel contract to Bluewave Energy.

Prepared by: Hayder Lateef, P.Eng. Senior Engineer

Reviewed by: Wade Gasmol, P.Eng. Director of Infrastructure and Public Works

Approved by: Jim Charlebois, RPP, MCIP, Acting Chief Administrative Officer

Department

Infrastructure and Public Works

Subject

2024 Gravel Crushing Project

Recommendation

THAT Administration be directed to prepare the tender package and publicly tender the 2024 Gravel Crushing project as outlined in this report.

Background

The RM of Corman Park (Corman Park) has historically publicly tendered its annual gravel crushing project in the fall of each year prior to formal budget approval for the upcoming year, in order to secure contractor crushing capacity and ensure competitive bids.

Discussion

For the 2023 gravel crushing project, Corman Park publicly tendered the project on December 1st and the tender closed on December 15th. The tender included traffic gravel, for a total of 57,100 m³, and seal coat aggregate, for a total of 3,000 m³. The tendered quantities were calculated based on the quantities used during the 2022 gravel program. The tender was awarded to Lafarge Canada.

Corman Park Administration is recommending using the same approach for the 2024 gravel crushing project, where the tendered quantity would be based on the gravel quantity that was used during the 2023 gravel program. The used quantity will be calculated during the week of November 6th, when the stockpiles are currently scheduled to be surveyed, after the conclusion of the gravel program for the year. However, it is anticipated that the quantity will be less than the quantity crushed last year.

It is crucial to tender out the gravel crushing project prior to 2024 in order to secure contractor crushing capacity and receive competitive bids due to the frozen road conditions which allow heavier hauling weights. Delaying this tender to January or February will risk receiving less bids and likely result in higher prices due to the higher risk for contractors relating to capacity, timeline, and spring road restrictions. Contractors may submit higher bids for late tenders as there is less time to complete the project and a higher risk of spring road restrictions before hauling is complete.

Implications

Strategic: Corman Park does not currently have the resources to source the material required to complete the 2024 Gravel Program. Therefore, an external contractor is being hired to have the material sourced, crushed, and stockpiled at the five (5) stockpile locations, to ensure that the

required gravel remains available to maintain Corman Park's roadway operations.

Financial: The 2024 gravel crushing tender will be publicly advertised to provide the best value to Corman Park.

Policy/Legal: There are no policy/legal implications.

Communications: Corman Park will communicate bid results to all bidders once the 2024 gravel crushing tender is awarded.

Prepared by: Hayder Lateef, P.Eng. Senior Engineer

Reviewed by: Wade Gasmol, P.Eng. Director of Infrastructure and Public Works

Approved by: Jim Charlebois, RPP, MCIP, Acting Chief Administrative Officer