



The Corporation of the Town of LaSalle
Special Meeting of Council - Meeting to Consider under the Drainage Act
Agenda

Monday, November 10, 2025, 4:30 p.m.
Council Chambers, LaSalle Civic Centre, 5950 Malden Road

Accessible formats or communication supports are available upon request. Contact the Clerk's Office, Clerk@lasalle.ca, 519-969-7770 extension 1256.

Pages

A.	Call to Order	
B.	Land Acknowledgement	
C.	Disclosure of Pecuniary Interest	
D.	Introduction and Purpose of the Meeting	
	Clerk's Note: Pursuant to s.59(1) of The Drainage Act, because the tender price for the repair and improvement of the Howard and Burke Drains exceed 133% of the Engineer's estimated cost, a Public Meeting has been called to consider the tender results and determine next steps.	
E.	Communications for Information	3
F.	Drainage Works	
1.	Consideration of Tender Results for the Howard Drain and Burke Drain Major Improvements	5
	Recommendation	
	That the report of the Drainage Superintendent dated October 24, 2025 (PW-21-2025) regarding Consideration of Tender Results for the Howard Drain and Burke Drain Major Improvements be received;	
	And that, the project be awarded for the bid price of \$633,684.00 plus H.S.T. to South Shore Contracting of Windsor Essex County Inc.	

G. By-laws

Recommendation

That the following By-law be given a first, second, and third reading and finally passed:

2025-094, Being a By-law to authorize the execution of an Agreement between South Shore Contracting of Essex County Inc. and the Corporation of the Town of LaSalle for the Howard Drain and Burke Drain Improvements.

H. Adjournment



October 27, 2025,

Notice of Meeting to Consider Tender Price – Howard Avenue Drain and Burke Drain

Drainage Act. R.S.O. 1990, c. D.17, s. 59(1)

Please take notice that on September 4, 2025, the Town of LaSalle issued a request for tender for the Repair and Improvement of the Howard Avenue Drain and Burke Drain, as per the drainage reports jointly prepared by Dillon Consulting Ltd. and N.J. Peralta Engineering Ltd., dated June 6, 2018.

The Town received three (3) bid submissions prior to the tender closing on September 22, 2025. Each bid exceeded 133% of the Drainage Engineer's construction cost estimate of \$387,850. A summary of the submissions is provided below:

- Bid Submission #1: \$633,684
- Bid Submission #2: \$749,625
- Bid Submission #3: \$861,633`

In accordance with section 59(1) of the Drainage Act, where the contract price exceeds 133% of the engineer's estimate of the contract price, the Council of the initiating municipality shall call a public meeting to consider the contract price.

The Council of the Town of LaSalle will meet to consider the contract price as follows:

Date: November 10, 2025

Time: 4:30 p.m.

**Location: LaSalle Civic Centre
Council Chambers
5950 Malden Road
LaSalle, ON**

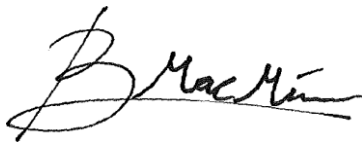
As a landowner affected by these drainage works, you are requested and encouraged to attend this meeting. If you are unable to attend this meeting, it will proceed in your absence.

If you wish to provide a written submission and/or wish to speak at the meeting but cannot attend in person, requests can be sent to the Council Services Department at clerk@lasalle.ca or 519-969-7770 ext.1262. Requests must be made no later than 10:00 am on November 7, 2025.

Questions about drainage works can be submitted to the Town's Drainage Superintendent, Brian MacMillan at bmacmillan@lasalle.ca.

Additional information regarding the Drainage Act and related processes can be found on the Province of Ontario website at <https://www.ontario.ca/page/municipal-drains>

Thank you,

A handwritten signature in black ink, appearing to read "B MacMillan", with a stylized flourish at the end.

Brian MacMillan
Drainage Superintendent
Town of LaSalle
519-969-7770 x1270
bmacmillan@lasalle.ca



The Corporation of the Town of LaSalle

To: Mayor and Members of Council

Prepared by: Brian MacMillan, Drainage Superintendent

Department: Public Works

Date of Report: October 24, 2025

Report Number: PW-21-2025

Subject: Consideration of Tender Results for the Howard Drain and Burke Drain Major Improvements

Recommendation

That the report of the Drainage Superintendent dated October 24, 2025 (PW-21-2025) regarding Consideration of Tender Results for the Howard Drain and Burke Drain Major Improvements be received;

And that, the project be awarded for the bid price of \$633,684.00 plus H.S.T. to South Shore Contracting of Windsor Essex County Inc.

Report

The Howard and Burke drains are two separate municipal drains.

The upstream end of the Burke Drain is located in the Town of Tecumseh. Burke Drain flows generally southwesterly to its outlet at the road culvert that crosses Howard Avenue Diversion, leading to the Howard Drain.

Howard Drain is located in LaSalle immediately west of Howard Avenue, it flows north to south to its outlet into the Third Concession Drain. The Howard Drain receives outlet flows from the Burke Drain.

The major improvement of these drains was originally initiated by the construction of the parkway, which substantially altered the land use in the watershed of both drains and influenced the outlet of water from the Burke Drain into the Howard Drain.

The work recommended in the respective drainage reports includes relocating the outlet for the Burke Drain to a point South of Laurier Parkway/South Talbot road intersection. This is intended to direct flows away from the existing culvert under Howard Avenue Diversion, which has insufficient hydraulic capacity and results in a surcharge condition

when conveying the flows from a 2 year return period design storm. Culvert replacements, drain cleanouts, and drain enhancements are also included.

Construction estimates included in the drainage reports are as follows:

- Howard Drain \$95,000.00
- Burke Drain \$500,600.00

Since completion of the reports, some of the recommended works have already been completed. Culvert work was completed in 2018 as part of the ERCA Greenway Trail construction in 2018, and the lowering of the high-pressure gas main was completed in 2019 as part of a separate project.

Due to the interconnection of the two drains and recommended works identified in their respective reports, the project was tendered as a single contract. Considering the previously completed and omitted work, and inclusive of allowances for contingency and traffic control, the combined construction estimate for the tendered work is equal to \$387,850.00.

A request for tender was posted on September 4, 2025 and closed on September 22, 2025. A summary of the pricing received is as follows:

Contractor	Tender Price (Excluding HST)
South Shore Contracting of Essex County Inc.	\$633,684.00
Nevan Construction Inc.	\$749,625.00
J.C.S Construction Inc.	\$861,633.00

Tender submissions were reviewed by Administration and Dillon Consulting Limited, and were found to be generally complete and accurate.

The lowest tender submission is approximately 163% of the construction estimate included in the drainage reports. Administration believes that the increase in cost is likely attributable to market increases and inflation in the time between the Engineer's estimate and the posting of the tender. Another factor may be the additional considerations necessary to comply with the Ontario Regulation 406/19 for excess soil management, which was implemented after the report was completed.

In accordance with Section 59(1) of the Drainage Act, where the contract price exceeds 133% of the engineer's estimate, the Council of the initiating municipality shall schedule a meeting to consider the contract price. The purpose of this meeting is to review the tender results, receive stakeholder input, and determine how to proceed with the project.

There are two options for consideration:

Option A – Award the tender to the lowest bidder.

Option B – Reject the tenders and issue a second request for tender.

In review and discussion of the two options, Administration provides the following information for consideration:

- There is potential risk in re-tendering the project, whereby the Town could receive fewer bid submissions, and/or higher prices;
- Factors believed to have contributed to the increase in costs (culvert material increases, fuel cost increases, excess soils considerations, etc.) are not expected to improve with time;
- The request for tender was designed to allow the contractor flexibility in scheduling the work in an effort to minimize costs.

Based on the foregoing information and consultation with the Drainage Engineer, Administration is recommending that Council proceed with Option A – Award the tender to the lowest bidder.

Consultations

Dillon Consulting Limited.

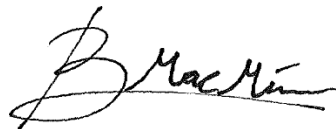
Financial Implications

Option A - The cost of the project will be collected upon the completion of the works as per the assessment schedules and the Town's Municipal Drainage Billing and Collection Policy.

The estimated assessment to the Town of LaSalle increases from approximately \$142,500.00 to \$176,000.00 and would be funded from the Drain and Storm Water Management Reserve. Increases to assessments are not uniform due to special assessments that are not pro-ratable.

Option B – The financial implications are not known at this time.

Prepared By:



Brian MacMillan, Drainage Superintendent

Link to Strategic Goals

1. Enhancing organizational excellence - Not Applicable
2. Strengthen the community's engagement with the Town - Not Applicable
3. Grow and diversify the local economy - Not Applicable
4. Build on our high-quality of life - Not Applicable
5. Sustaining strong public services and infrastructure - Yes

Communications

Notice of this meeting and the tender results was distributed to all landowners within the watershed.

Report Approval Details

Document Title:	Howard and Burke Drain Major Improvements - Tender Results.docx
Attachments:	
Final Approval Date:	Oct 27, 2025

This report and all of its attachments were approved and signed as outlined below:



Jonathan Osborne
Director, Public Works

Jonathan Osborne



Peter Marra
Deputy Chief Administrative Officer

Peter Marra



Joe Milicia
Chief Administrative Officer

Joe Milicia

The Corporation of the Town of LaSalle

By-law Number 2025-094

A By-law to authorize the execution of an Agreement between South Shore Contracting of Essex County Inc. and the Corporation of the Town of LaSalle for the Howard Drain and Burke Drain Improvements

Whereas Section 9 of the *Municipal Act*, 2001, S.O. c.25 confers natural person powers on municipalities which includes the power to enter into agreements with individuals and corporations;

And whereas the Corporation of the Town of LaSalle (“Corporation”) issued a Request for Tender RFT-PW-99618 - Repair and Improvement of the Howard Avenue Drain and Burke Drain;

And whereas the Corporation has awarded the contract to South Shore Contracting of Essex County Inc.;

And whereas the Corporation deems it expedient to enter into an Agreement with South Shore Contracting of Essex County Inc. setting out the terms and conditions that have been agreed to with the Corporation for the amount of \$633,684.00 plus HST;

Now therefore the Council of the Corporation of the Town of LaSalle hereby enacts as follows:

1. **That** the Mayor and Clerk be and they are hereby authorized and empowered on behalf of the Corporation of the Town of LaSalle, to execute an Agreement with South Shore Contracting of Essex County Inc. for RFT-PW-99618 - Repair and Improvement of the Howard Avenue Drain and Burke Drain.
2. **That** this By-law shall come into force and take effect upon on the date of the third and final reading thereof.

Read a first and second time and finally passed this 10th day of November 2025.

1st Reading – November 10, 2025

2nd Reading – November 10, 2025

3rd Reading – November 10, 2025

Mayor

Clerk