



## MEMORANDUM

To: Committee of the Whole of Council

From: Chris Catania, Manager Municipal Facilities  
Community Parks Recreation and Culture

Cc: Senior Management Team

Date: Tuesday, February 5<sup>th</sup>, 2019

Subject: Operations Centre Update – Facilities Branch

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The Town of East Gwillimbury Operations Centre is a 20 acre site development and facility construction project that will support roads, water and waste water, parks, facilities, fleet and fire and emergency operational services. Appendix A provides drawings of the Operations Centre Site Plan and External Renderings.

The following memorandum provides Council with information related to the Operations Centre project including site development, projected budget to end of Phase 1, and future project timing. Phase 1 of the project includes the site development work.

- Town staff have substantially completed (95% complete) the contract for site development including earthworks, grading, storm water management and site servicing at the Operations Centre site in December 2018. This first phase of the project has been completed within the planned schedule and under the approved budget. Photographs of project are included with Appendix B.
- CPRC project management staff have completed the work under the contract with limited changes to contract, provisional items or contingency work. A savings to base contract was experienced due to favorable soil and grading conditions with the volume of actual soil removal being below the quantity included with the contract.
- This first phase expedites seasonal construction timelines and prepares the site for facility construction and built structures on-site (Sand and Salt Dome, Asphalt Structures, Storage Cover-All, Greenhouse).
- Tendered costs including contingency and provisional items for this phase of the project was approved at \$2,296,247. Anticipated budget expenditures pending final verification and invoicing is +/- \$1.82 million (Appendix C).
- Staff have received full permit approval from the Region of York and Lake Simcoe Region Conservation Authority for this phase of the project.

- CPRC and finance staff will be providing a detailed capital and operating financial strategy for Council review and approval in early 2019.
- Staff are proceeding to tender for Phase 2, facility construction in February 2019. Staff are planning to report back to Council after the procurement process for contract award including a detailed financial strategy. With a Council approved contract award for construction for Phase 2 work is anticipated for Spring 2019. Staff have developed tender ready drawings, specifications and have value engineered options built into the facility tender to scale the project into phases if required.
- The Region of York requires a road widening at the entryways and exits to the Operations Centre site along Woodbine Avenue. This includes expanding the Region right of way along Woodbine Avenue creating left turn lanes northbound and extended right turn lanes southbound for the service and pedestrian entrances and exits to the property. The Civil engineer consultant responsible for the Phase 1 of the project is retained to modify the design to include for the road widening. The road widening work will be included with Phase 2 of the project.
- The Woodbine Avenue road widening will require the Town to convey a parcel of land along Woodbine Avenue, Part 2 of Plan 65R-35212 attached (Appendix D) to the Region of York for this approved work. The conveyance of land is minimal and will not affect functionality of the site and facility and will improve the safe access and egress at the site.
- Town staff continue to review any opportunities for potential infrastructure grant funding.

### **Attachments**

1. Appendix A – Operations Centre Site Plan and External Renderings
2. Appendix B – Pictures of Operations Centre Site Development
3. Appendix C – Projected Budget to End of Phase
4. Appendix D – Plan of Survey 65R-35212

# Appendix A





| SITE STATISTICS               |   |
|-------------------------------|---|
| CIVIC ADDRESS:                | 19850 WOODBINE AVENUE,<br>EAST GWILLIMBURY, ONTARIO |
| ZONING:                       | RU - RURAL  |
| USE:                          | INDUSTRIAL  |
| *SITE AREA:                   | *80,888.34 SM                                       |
| <b>BUILDING AREAS</b>         |   |
| OPERATIONS CENTER :           | 5320 SM   |
| Office:                       | 2540sm  |
| Industrial:                   | 2780sm  |
| GREEN HOUSE:                  | 135 SM  |
| SALT DOME:                    | 1336 SM   |
| COVER-ALL STORAGE             | 464.5 SM  |
| TOTAL AREA:                   | 7239.5 SM   |
| <b>SITE COVERAGE:</b>         |   |
| SITE COVERAGE:                | 8.95%   |
| MAX. ALLOWABLE SITE COVERAGE: | 15%   |
| <b>MAX. ALLOWABLE HT.:</b>    |   |
| PROPOSED HT.:                 | 11 M<br>8.8 M                                       |
| <b>PARKING LOT AREA:</b>      |   |
| REQUIREMENT SNOW STORAGE AREA | 3300 SM   |
| 20% OF PARKING LOT :          | 660 SM<br>660 SM                                    |

| PARKING STATISTICS                     |                          |
|--|--------------------------|
| REQUIRED PER EG BY-LAW NO. 2003-24 =   | 178                      |
| REQUIRED PARKING (Zoning By-Law 97-50) | 90 SPCS                  |
| OFFICE (1/28sm):                       | 93 SPCS                  |
| INDUSTRIAL (1/30sm):                   | 183 SPCS                 |
| TOTAL SPACES=                          | 273 SPCS                 |
| PROVIDED:                              |                          |
| NORTH LOT:                             | 100 SPCS                 |
| STAFF/VISITOR PARKING:                 | 15 SPCS                  |
| YARD/STORAGE:                          | 15 SPCS                  |
| SERVICE VEHICLE PARKING                | 115 SPCS                 |
| TOTAL SPACES=                          | 245 SPCS                 |
| BARRIER FREE PKG:                      | =4 SPCS(2-A+2-B)         |
| AODA = (4%-ADD+Inclusive)              | =5 SPCS                  |
| EG BY-LAW NO. 2003-24                  | =5 SPACES (BASED ON 115) |

| GENERAL NOTES:  |  |
|---|--|
| 1. REFER TO TOPOGRAPHIC SURVEY SKETCH PREPARED BY LLOYD & PURCELL LTD., 1228 GORHAM STREET, UNIT 28, NEWMARKET, ONTARIO, DATED JULY 31, 2014. |  |
| 2. SITE AREA, BOUNDARIES ETC. TO BE CONFIRMED UPON RECEIPT OF CERTIFIED TOPOGRAPHIC SURVEY.   |  |
| 3. REFER TO CIVIL DWGS. FOR ADDITIONAL CIVIL INFORMATION.   |  |
| 4. REFER TO ELECTRICAL SITE PLAN DWG FOR ALL ELECTRICAL INFORMATION.  |  |

| BICYCLE PARKING   |                    |
|-------------------|--------------------|
| REQUIRED:         | 1 PER 15 EMPLOYEES |
| TOTAL EMPLOYEES = | 80                 |
| TOTAL REQUIRED =  | 6                  |
| PROVIDED:         | 10 SPACES          |

| CONSULTANTS                |  |
|----------------------------|--|
| Civil:                     | S. LLEWELLYN & ASSOCIATES LIMITED<br>3228 South Service Road, Suite 105<br>Burlington, Ontario,<br>Tel: 905-631-6978, Fax: 905-631-8927                      |
| Structural:                | BROWN & CO. ENGINEERING<br>586 Eglinton Ave. E. Suite 504<br>Toronto, Ontario, M4P 1P2<br>Tel: 416-423-7676, Fax: 416-244-6049<br>sdbrown@brownandcompany.ca |
| Mechanical and Electrical: | MCW CONSULTANTS LTD.<br>Queen's Quay Terminal<br>207 Queen's Quay West, Suite 615<br>Toronto, Ontario, M5J 1A7<br>Tel: 416-598-2920, Fax: 416-598-5394       |

**Project Name:**  
**EAST GWILLIMBURY OPERATIONS CENTRE**

**Location:**  
**19850 Woodbine Ave.**  
**Town of East Gwillimbury**

**Number:**  
**15-470**

**Sheet Title:**  
**SITE PLAN**

**Scale:** 1:600

**Drawn:** JM/ES

**Checked:** SS

**Date:** DECEMBER 01, 2017

| No. | Description                                    | Date     |
|-----|--|----------|
| 01  | ISSUE FOR SITE PLAN APPLICATION                | 17/06/05 |
| 02  | SITE PLAN APPLICATION REVISIONS                | 17/12/01 |
| 03  | SITE PLAN APPLICATION REVISIONS                | 18/03/09 |
| 04  | PRELIMINARY BE CONSULTATION AND CLASS ESTIMATE | 18/04/03 |
| 05  | SPA REVISIONS                                  | 18/05/17 |
| 06  | SPA REVISIONS - FIRE ROUTE SIGN                | 18/05/27 |
| 07  | ISSUED FOR TENDER                              | 18/07/06 |
|     |  | 18/08/31 |

**A-010**

Construction North

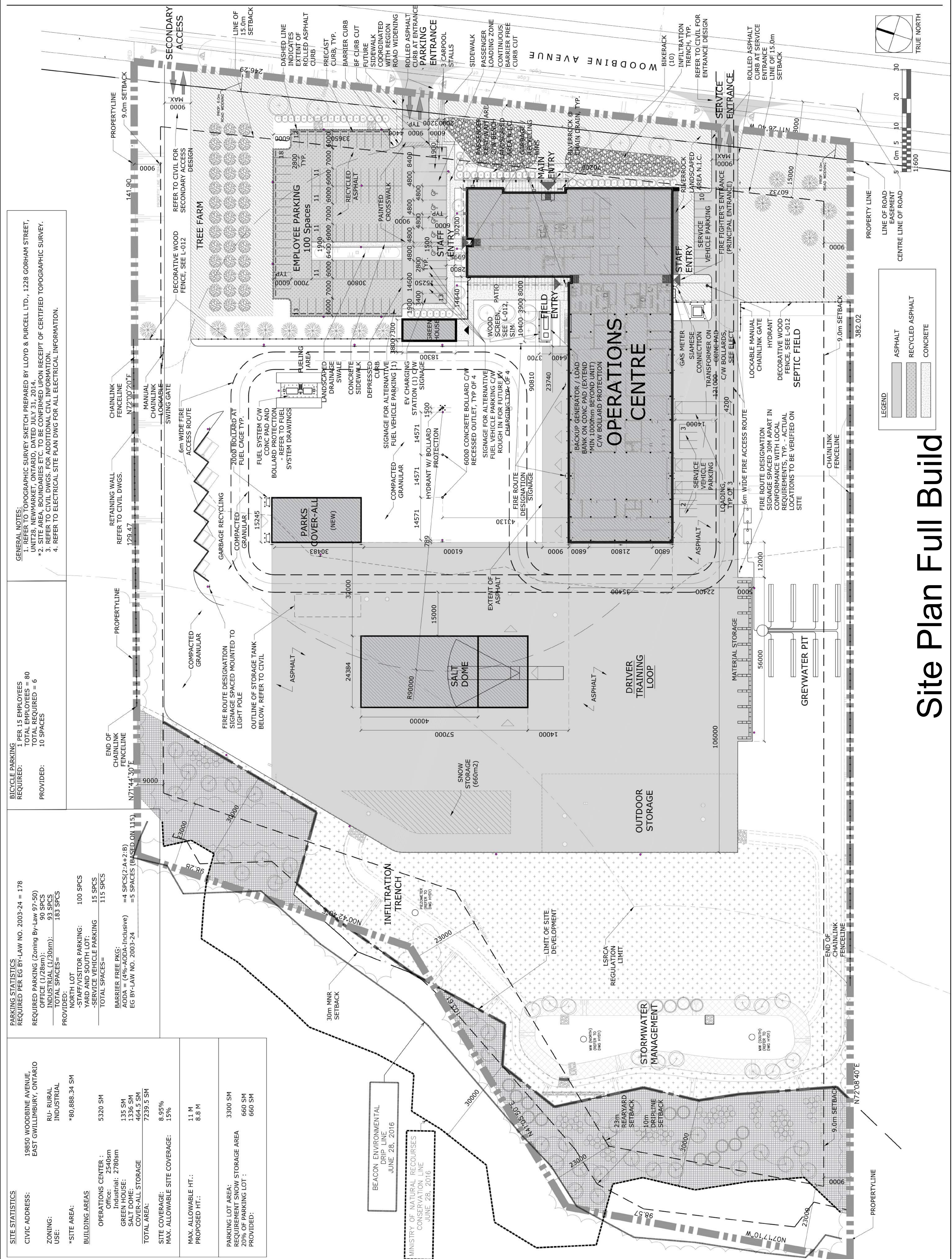
Drawing Number

**Strasman Architects Inc.**  
1941 Gerrard Street East  
Toronto, Ontario, M4L 2C2  
Tel: 416 888 1800  
Fax: 416 888 1800  
Email: info@strasmanarch.com  
www.strasmanarch.com

This drawing shall be used only for the purpose indicated below:

Preliminary  Tender  Construction

Permit



# Site Plan Full Build

## Appendix B



Viewing East, established silt/sediment control fencing, clearing, grubbing and removal of fill



Viewing West, established silt/sediment control fencing, clearing, grubbing and removal of fill

## Appendix B



Construction entrance off Woodbine Avenue viewing West



Grading and removal of fill viewing South

## Appendix B



Removal of fill viewing North



Construction entrance off Woodbine viewing North



## Appendix B



Grading and compaction of the future building site viewing North



Site Servicing phase, installation of storm water infrastructure viewing North

## Appendix B



Site Servicing phase, installation of storm water infrastructure viewing North East



Installation of storm water infrastructure at rear storm water pond

## Appendix B



Storm water pond at rear of site viewing South West

## Appendix C

| <b>Operations Centre Projected Budget to End of Phase 1</b>                 |                        |
|---|------------------------|
| <b>Funding Source</b>   | <b>Amount</b>          |
| <b>Construction Budget Phase 1 Earthworks and Site Service Preparations</b> |                        |
| Tendered Costs  | \$1,914,247            |
| Contingency and Provisional Items   | \$382,000              |
| <b>Total Construction Budget Phase 1</b>                                    | <b>\$2,296,247</b>     |
| <b>Expenses</b>   |                        |
| Construction Contract Progress Draws to Date                                | \$1,590,000            |
| *Anticipated Expenditures to Complete                                       | +/- \$230,000          |
| <b>Projected Final Construction Budget Phase 1</b>                          | <b>+/- \$1,820,000</b> |
| **Anticipated Surplus (Total Base Contract & Contingency)                   | <b>+/- \$476,247</b>   |

\*Subject to final verification & final progress draw

\*\*Any surplus of Construction Phase 1 may be utilized for the next phase of the project

# Appendix D

**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:  
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.  
 2. THE SURVEY WAS COMPLETED ON THE 20th DAY OF SEPTEMBER, 2014.

SEPTEMBER 23, 2014  
 DATE

T.M. PURCELL  
 ONTARIO LAND SURVEYOR

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.  
 DATE SEPTEMBER 23, 2014

PLAN 65R-35212  
 RECEIVED AND DEPOSITED  
 DATE Sept. 23, 2014

LORI SMITH  
 REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF YORK REGION (No. 65)

**SCHEDULE**

| PART | PART OF LOT | CONCESSION | PART OF PIN | AREA m <sup>2</sup> |
|------|-------------|------------|-------------|---------------------|
| 1    | 16          | 3          | 03419-0447  | 79434               |
| 2    |             |            |             | 1503                |

Part 2: Subject to an Easement as in Inset: N. A13846A (NOTICE OF CLAIM AS IN INSTRUMENT N. R707751)

**PLAN OF SURVEY OF  
 PART OF LOT 16  
 CONCESSION 3  
 GEOGRAPHIC TOWNSHIP OF EAST GWILLIMBURY  
 TOWN OF EAST GWILLIMBURY  
 REGIONAL MUNICIPALITY OF YORK**

LLOYD & PURCELL LTD., SCALE 1:2000

**BEARING REFERENCE**  
 BEARINGS SHOWN ON THIS PLAN ARE UTM GRID BEARINGS AND ARE DERIVED FROM SPECIFIED CONTROL POINTS # 00819701672 AND # 00819701673, UTM ZONE 17, NAD 83 (ORIGINAL).

| POINT ID         | NORTHING    | EASTING    |
|------------------|-------------|------------|
| SCP #00819701672 | 4885467.325 | 626609.858 |
| SCP #00819701673 | 4887688.629 | 626157.205 |

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OF BOUNDARIES SHOWN ON THIS PLAN.

**METRIC**  
 DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DISTANCES SHOWN ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99999856.

- LEGEND**
- SIB STANDARD IRON BAR
  - SBIB SHORT STANDARD IRON BAR
  - IB IRON BAR
  - FOUND
  - SET
  - HORIZONTAL CONTROL MONUMENT
  - meas. MEASURED
  - p1 PLAN 65R-28298
  - O/U ORIGIN UNKNOWN
  - L&P LLOYD & PURCELL LTD.
  - 917 R.A. GARDEN O.L.S.
  - MMH MARSHALL MACKLIN MONAGHAN ONTARIO LIMITED.
  - F FENCE

**LLOYD & PURCELL LTD.**  
 ONTARIO LAND SURVEYORS

1228 GORHAM STREET, UNIT 28, NEWMARKET, ONTARIO, L3Y 8Z1  
 (905) 895-6416 Fax (905) 853-5837 EMAIL: L.P@ontariolandsurveyors.ca  
 TORONTO LINE (905) 479-6500 Fax (905) 479-6515  
 WWW.ONTARIOLANDSURVEYORS.CA

CAD: DB/DH PC: JG JOB: 14-396-Rplan  
 CALC: DB CHK'D: TMP FILE: G2-III-16-4-1

