



# Staff Report

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## Operations – Engineering and Capital Projects

**Report To:** COW - Operations, Planning and Building Services  
**Meeting Date:** August 26, 2025  
**Report Number:** OPS.25.039  
**Title:** Increase Thornbury West Phase 1 Engineering Contract Value  
**Prepared by:** Michael Campbell, Senior Infrastructure Capital Project Coordinator

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### A. Recommendations

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THAT Council receive Staff Report OPS.25.039, entitled “Increase Thornbury West Phase 1 Engineering Contract Value”;

AND THAT Council approves increasing the value of the existing Thornbury West Phase 1 Engineering Contract by \$266,000 from the approved Capital Budget.

### B. Overview

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For Thornbury West Phase 1, the Town’s consultant, Tatham Engineering, has had their scope of work increased as described below. Over the past two years the scope of work has expanded incrementally. Now with the final construction contract underway, the end of the project is in sight and the scope of the engineering assignment is better understood.

### C. Background

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The Thornbury West Phase 1 (originally Elma Street and Alice Street) engineering assignment began in 2019. There were delays with the pandemic and the scope of the work expanded to add Victoria Street and Louisa Street when the project name was changed to Thornbury West Phase 1. As the design for Victoria Street developed, particularly regarding the storm sewer system, Beaver Street and a further section of Louisa Street were added to avoid constructing temporary storm sewer works that would need to be rebuilt in the future. The Beaver Street design sparked the idea of constructing parkettes on Beaver Street and the Louisa Street slope and these were added to the project. To improve pedestrian movement while Victoria Street and Beaver Street were under construction upgrades to Lansdowne Street were added to the scope of work. Finally, the section of Elma Street between Arthur and Louisa Street was added to the scope of work.

Tatham notes the additional work tasks that will be covered by this increase in the value of the engineering contract as follows:

- Additional effort on tree mitigation
- Reconsideration of the Louisa Street cross section
- Redesign of the Louisa Street parkette and additional work to restore existing conditions
- Development of Louisa Street slope reinstatement alternatives
- Louisa Street retaining wall adjustments to suit revised cross section
- Design efforts to accommodate future development on Alice Street
- Additional prequalification Tender in support of Phase 1B
- Detailed sanitary service location review
- CLI-ECA supporting documentation
- Additional efforts to split Phase 1A into Parts 1 and 2.

## **D. Analysis**

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The original scope of work has grown significantly since Tatham was awarded final design and project management of the Elma and Alice Street Reconstruction project. An increase in the engineering contract has been anticipated by staff for a couple of years. Staff asked Tatham to delay their request for an increase in their engineering contract budget through an engineering scope change until the remaining scope of work was clearer. With this increase in the value of the engineering contract the total engineering cost is still significantly less than the approved capital budget for engineering.

Staff seek Council approval to increase the value of the existing Thornbury West Phase 1 engineering value by \$266,000, increasing the value from \$1,334,000 to \$1,600,000.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

#### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

#### **F. Environmental Impacts**

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There are no environmental impacts by increasing the engineering contract value.

#### **G. Financial Impacts**

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The Thornbury West Reconstruction Phase 1A & 1B has an approved capital budget of \$18,854,400. Currently, actual expenditures total \$11,373,051, with committed costs of \$7,082,930; this includes a previously approved \$9,000 increase from Staff Report [CSOPS.23.032](#). Following the proposed increase to the engineering services agreement of \$270,682, which includes non-recoverable HST, the total combined actual and committed costs will amount to \$18,726,663. This leaves \$127,737 uncommitted in the project budget. In summary, the proposed increase can be accommodated within the current approved capital budget, meaning no additional funding is required.

#### **H. In Consultation With**

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Allison Kershaw, Manager of Water and Wastewater Services

Michael Switzer, Deputy Treasurer, Manager of Accounting and Budgets

Serena Wilgress, Manager of Purchasing and Risk Management

Jason Petznick, Communications Coordinator.

#### **I. Public Engagement**

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The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Michael Campbell, Senior Infrastructure Capital Project Coordinator [mcampbell@thebluemountains.ca](mailto:mcampbell@thebluemountains.ca).

#### **J. Attached**

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No attachments

Respectfully submitted,

Michael Campbell  
Senior Infrastructure Capital Project Coordinator

Pruthvi Desai  
Manager of Capital Projects

Allison Kershaw  
Acting Director of Operations

For more information, please contact:  
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**Report Approval Details**

Document Title:	OPS.25.039 Increase Thornbury West Phase 1 Engineering Contract Value.docx
Attachments:	
Final Approval Date:	Aug 15, 2025

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

**Pruthvi Desai - Aug 14, 2025 - 1:55 PM**

**No Signature - Task assigned to Alan Pacheco was completed by delegate Allison Kershaw**

**Alan Pacheco - Aug 14, 2025 - 2:39 PM**

**No Signature found**

**Adam Smith - Aug 15, 2025 - 11:48 AM**