# The Corporation of the Town of Milton

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| Report To: | Council |
| From: | Glen Cowan, Chief Financial Officer / Treasurer |
| Date: | July 13, 2026 |
| Report No: | ES-039-26 |
| Subject: | Purchasing Various – July 2026 |
| Recommendation: | THAT the single source award for Telecommunication services to Bell Canada in the estimated amount of $162,344 (exclusive of HST) be approved as outlined in Schedule A;<br><br>THAT the contract increase for Contract Administration of the Reconstruction of Nipissing Road (Thompson Road to Childs Drive) to WSP Canada Inc. in the amount of $745,190 (exclusive of HST), be approved as outlined in Schedule B;<br><br>THAT staff be delegated the authority for up to a 10% contingency award(s) for any remaining costs associated with the Reconstruction of Nipissing Road project works that are required to project completion, as outlined in Schedule B;<br><br>THAT the emergency purchase awards for Storm Sewer Cross Connection Rehabilitation to various supplier in the amount of $146,502 (exclusive of HST), be received for information as outlined in Schedule C;<br><br>THAT the Manager, Procurement be authorized to execute the contract(s), as outlined by the purchasing by-law, and the Mayor and the Town Clerk be authorized to sign any required paperwork. |

## EXECUTIVE SUMMARY

This report is being submitted to obtain Council's authorization on the various items on the attached schedules. Requests are being made as per the guidelines outlined in the Procurement By-law No. 039-2026 and the Budget Management Policy (Policy No.113).

## REPORT

### Background

Procurement of goods and services is governed by By-law No. 039-2026. Procurement activity is undertaken in a manner that is intended to support the Town's mandate to provide effective, responsible government and efficiently deliver services to the residents of Milton.

### Discussion

Information pertaining to the recommended purchasing awards is included on the corresponding Schedules (A to C) attached.

Included within this report is a recommendation to award a single source contract to Bell Canada Inc. for telecommunication services, including Megalink circuits, Direct Inward Dial (DID) phone numbers, and long-distance calling services. The Town's current agreements with Bell Canada for these services are scheduled to expire in September 2026. Staff are recommending a single source award for the Town's DID phone lines and long-distance calling services to Bell Canada for a 5-year term. The Town is planning a transition of its Megalink infrastructure to a newer telephony technology, anticipated in late 2027, therefor a 1-year term is being recommended for this service.

In addition, staff are requesting approval for a contract increase for contract administration of the reconstruction of Nipissing Road (Thompson Road to Childs Drive) and Childs Drive (Ontario Street to Nipissing Road). The contract increase is for additional contract administration, inspection and material testing (increase in working days) required during construction to complete this project. Staff are also recommending delegated authority be provided to approve change orders (if required) up to an aggregate value of 10% of the revised value of the award to WSP Canada Inc.

Finally, staff are reporting back to council on the emergency purchase for Storm Sewer Cross Connection Rehabilitation works.

## Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through C. No adjustments to the capital program are required at this time, and any potential operating variances will be managed in accordance with the Town's Budget Management Policy.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

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| For questions, please contact: | Sharon Telfer, Manager, Procurement | Phone: Ext. 2138 |
| | Shirley Xie, Supervisor, Financial Reporting | Phone: Ext. 2472 |

## Attachments

Schedule A – Single Source Award Telecommunication Services to Bell Canada Inc.

Schedule B – Contract Increase Reconstruction of Nipissing Road

Schedule C – Reporting Back Storm Sewer Cross Connection Rehabilitation

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

## Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.

| COUNCIL AUTHORITY FOR CONTRACT AWARDS<br>SINGLE SOURCE AWARD | |
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| **Project Award** | Single Source – Telecommunication services |
| **Recommendation** | **Staff is recommending approval to proceed with a contract award to Bell Canada Inc. for telecommunications services in the total estimated amount of $162,344 (exclusive of HST).** |
| **Purpose of Report** | As per Section 10.1 of Purchasing By-law No. 039-2026, Council approval is required. |
| **Background information** | The Town of Milton currently relies on Bell Canada to deliver critical telecommunications services that support day-to-day municipal operations, including Megalink circuits, Direct Inward Dial (DID) phone numbers, and long-distance calling services. These services underpin the Town's core telephony infrastructure, enabling reliable inbound and outbound voice communications across departments, facilities, and service areas. These telecommunications services are essential to the Town's operational continuity and public accessibility.<br><br>The Town's current agreements with Bell Canada for these services are scheduled to expire in September 2026. In preparation, staff have engaged with the vendor to review service requirements and negotiate updated pricing. Through this process, staff have worked with the vendor to secure revised rates that are consistent with historical pricing and represent fair value for the services provided. At the same time, the Town is planning a transition of its Megalink infrastructure to a newer telephony technology, anticipated in late 2027. As a result, a shorter-term Megalink renewal is being pursued to maintain existing services with the incumbent provider while enabling a planned and orderly migration to the future-state solution. As such, it is recommended that all related telephony services continue to be single sourced to Bell Canada. The Town's current telephony environment is deeply integrated with Bell's infrastructure, and transitioning to an alternative provider at this time would require significant planning, configuration changes, and physical migration of lines and services that would introduce a high risk of service disruption which could negatively impact resident service delivery and internal operations. Maintaining the incumbent provider in the interim ensures service continuity, minimizes risk, and supports a strategic and cost-effective path forward.<br><br>Staff are therefore recommending a single source award for the Town's DID phone lines (tariffed and non-tariffed) to Bell Canada for a 5-year term in the total amount of $109,400 (excl HST), along with a 1-year term for Megalink services in the total amount of $32,904 (excl HST). An additional estimated authority amount of $20,000 is required for telephony long distance charges. The 5- |

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| | year total for long distance charges will vary and fluctuate based on the volume of long distance telephone calls made, however staff have reviewed historical usage patterns and are comfortable with the proposed amount.<br><br>The total contract total will be an estimated $162,344 (exclusive of HST). The 5-year term of agreement for phone lines and long distance services is September 20, 2026 to September 19, 2031. The 1-year term of agreement for Megalink services is September 27, 2026 to September 26, 2027. |

| **Financial Planning Section: Budget Impact** (Note 1) | |
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| **Account Number(s)** | 2216-3706 |
| **Account Description** | Communications - All |
| **Project Total Budget** | N/A |
| **Contract Budget** (Note 2) | $60,000 |
| **Actual** (Net of HST Rebate) | $59,827 |
| **Variance** (Note 3) | $173 (F) |
| **Funding Source** | Operating Budget |

Note 1: Financial impact includes any non-refundable portion of HST.
Note 2: Contract budget and actual represent annual funding and contract amount.

**Schedule B**

| COUNCIL AUTHORITY FOR CONTRACT AWARDS<br>CONTRACT INCREASE | |
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| **Project Award** | Contract Increase - Contract Administration of the Reconstruction of Nipissing Road (Thompson Road to Childs Drive) |
| **Recommendation** | **Staff are recommending the contract increase to WSP Canada Inc. for additional contract administration services for the reconstruction of Nipissing Road (Thompson Road to Childs Drive) and Childs Drive (Ontario Street to Nipissing Road) in the total amount of $745,190 (exclusive of HST).**<br><br>**Staff are also recommending that delegated authority be provided to approve change orders (if required) up to an aggregate value of 10% of the revised value of the award to WSP Canada Inc.** |
| **Purpose of Report** | As per Section 7.1.2 of Procurement By-law No. 039-2026, Council approval is required. |
| **Background information** | The original preliminary design assignment was awarded under the 2021 Consulting Roster RFP 21-051 (CORS-073-22) in the amount of $106,580 (exclusive of HST). Upon completion of the preliminary design, the detailed design of the project was awarded to WSP Canada Inc. in November 2023 (CORS-056-23) in the amount of $660,600 (exclusive of HST). Change orders in the amount of $130,485 (exclusive of HST) have been issued since November 2023, bringing the contract amount for design to $897,665 (exclusive of HST) (ES-026-25). Subsequently, through purchasing various report ES-034-25, Contract Administration and Inspection services were awarded to WSP Canada Inc in the amount of $1,019,918, bringing the current total contract amount, for design and contract administration, to $1,917,583 (exclusive of HST).<br><br>The contract increase of $745,190 (exclusive of HST) is for additional contract administration, inspection and material testing (increase in working days) required during construction to complete this project. Due to site challenges that were not originally anticipated, scheduling was extended and winter works were added to this contract. The new contract administration contract total will be $1,765,108 (exclusive of HST).<br><br>The new contract total will be $2,662,773 (exclusive of HST). |

| Financial Planning Section: Budget Impact (Note 1) | |
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| **Account Number(s)** | C33014625-A0611-7210 |
| **Account Description** | Nipissing Road Reconstruction |
| **Project Total Budget** | $28,451,631 |

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| **Contract Budget** | $57,221 |



**Schedule B**

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| **Actual** (Net of HST Rebate) | $758,305 |
| **Variance** | $701,084(U) |
| **Funding Source** | Reallocation of line items within the project |

Note 1: Financial impact includes any non-refundable portion of HST.

Schedule C

| COUNCIL AUTHORITY FOR CONTRACT AWARDS<br>EMERGENCY CONTRACT AWARD | |
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| **Project Award** | Emergency Contract Award for Storm Sewer Cross Connection Rehabilitation |
| **Recommendation** | **Staff proceeded with the contract award for the emergency Cross Connection Rehabilitation at 577 Moorelands Cres. to Aqua Tech Solutions in the total amount of $89,932 (exclusive of HST).**<br><br>**Staff proceeded with the contract award for the emergency Cross Connection CCTV Investigation at 577 Moorelands Cres. to J. Currie Plumbing Inc. in the total amount of $1,057 (exclusive of HST).**<br><br>**Staff proceeded with the contract award for the emergency Cross Connection Rehabilitation Flushing at multiple locations to Nieltech Services Limited in the total amount of $32,625 (exclusive of HST).**<br><br>**Staff proceeded with the contract award for the emergency Cross Connection Mitigation at multiple locations to First Response Environmental Inc. in the total amount of $24,563 (exclusive of HST).**<br><br>**This report is being received for information.** |
| **Purpose of Report** | As per Section 11.3 of Procurement By-law No. 039-2026, emergency expenditures shall be reported to Council for information. |
| **Background information** | In Report to Council ES-041-25, Staff reported on emergency cross connection rehabilitation at the following locations.<br><br>• 1539 Morse Place<br>• 1541 Morse Place<br>• 890 Birch Avenue<br>• 623 Sunnyvale Crescent<br>• 429 Valleyview Crescent<br>• 610 Moorelands Crescent<br><br>This report includes emergency rehabilitation and investigation at one additional location (577 Moorelands Cres.) and additional costs associated with the spill mitigation and storm sewer flushing and disposal of contaminated material at all locations.<br><br>In the summer of 2024 Aqua Tech Solutions Inc. was awarded design for the 2024 Storm Sewer Rehabilitation Project (24-01-00509) which included CCTV storm sewer investigation. Through the fall of 2024, multiple locations of storm sewer cross connections were identified. |

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| | At these locations, residential sanitary services were mistakenly connected to the Town's storm sewer system when the homes were originally constructed. These cross connections are considered spills by the MECP (Ministry of the Environment, Conservations and Parks). Consistent with the Town's SOP for Sanitary/Storm Sewer Cross Connection, the spills were reported to the MECP Spills Action Center, which requires the Town to restore the connections as fast as reasonably possible.<br><br>As a result, this work required emergency contract work as follows:<br><br>An emergency award to Aqua Tech Solutions in the amount of $89,932 (exclusive of HST) for investigation and rehabilitation of the cross connections,<br><br>An emergency award to J. Currie Plumbing Inc. in the amount of $1,057 (exclusive of HST) for CCTV investigation at 577 Moorelands Cres.<br><br>An emergency award to Nieltech Services Limited in the amount of $32,625 (exclusive of HST) for storm sewer flushing and disposal of contaminated material.<br><br>An emergency award to First Response Environmental in the amount of $24,563 (exclusive of HST) for storm sewer outlet spill mitigation.<br><br>The total of emergency contract works performed is $148,177, (exclusive of HST). |

## Financial Planning Section: Budget Impact (Note 1)

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| **Account Number(s)** | 0110-0436-3740 |
| **Account Description** | Urban Stormwater Maintenance |
| **Project Total Budget** | N/A |
| **Contract Budget** | $0 |
| **Actual** (Net of HST Rebate) (Note 2) | $132,177 |
| **Variance** | $132,177 (U) |
| **Funding Source** | Operating Budget |

Note 1: Financial impact includes any non-refundable portion of HST.
Note 2: Actual represents spending incurred in 2026. Unfavourable variances will be managed by the Program Area staff and will be reviewed with Financial Planning. Efforts will be made to identify available savings to mitigate the variance where possible. Any remaining variances will be reported through the September variance process.