



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Robin Prentice, MCIP, RPP

Position: Director of Development Services

Title / Subject: Award for RFP No. B2022-DS-01 - Waterfront Area and Open Space Plan

Date of Report: December 7, 2022

Date of Meeting: December 12, 2022

Report No: 2022-PCA-014

1.0 Issue / Origin

In October 2022, the Township released a Request for Proposals (RFP) No. B2022-DS-01 for consulting services for the creation of a Waterfront Area and Open Space Plan (Waterfront Plan) and strategies to implement the plan.

2.0 Background

In December 2021, Council received a report from the Beaverton Harbour Advisory Committee, a Committee of Council whose mandate is to complete a review of and make recommendations for the Beaverton Harbour Area. Among other recommendations, the Advisory Committee recommended that a Beaverton Harbour Master Plan be created. Council endorsed this recommendation, and the creation of a Harbour Master Plan was included as a capital project as part of the 2022 budget.

A meeting with key stakeholders took place in May 2022 to allow key partners to provide input into the RFP. It was decided that the plan needs to address more than just the Harbour feature itself, and there is a need to address the connections between downtown Beaverton and the harbour area. So, what was once referred to as the Beaverton Harbour Master Plan is now more accurately described as the Waterfront Area and Open Space Plan (the Waterfront Plan).

3.0 Analysis

Three proposals were received in response to the Waterfront Plan RFP. Township staff reviewed and evaluated the proposals based on the scoring table provided in the RFP as follows:

- | | |
|-------------------------------|----|
| 1. Understanding and Approach | 20 |
| 2. Methodology/Work Plan | 20 |

3. Similar Work Experience	15
4. Project Team	20
5. Price/Budget	25
Total	100

Based on the evaluation scores from Township staff, the proposal submitted by The Planning Partnership had the highest score, scoring an average of 91 out of 100.

The Planning Partnership's team includes an interdisciplinary and diverse group of planners, landscape architects, and urban designers with experience working with municipalities throughout Ontario. They have worked on many waterfront plans, including for Port Perry, Georgina, Fort Erie, Bay Beach, Midland, Terrace Bay, Brantford, Little Lake (Peterborough), and Orillia.

Their team also includes:

- TCI Management Consultants who have expertise in economic development, feasibility, and market research;
- Baird - experts in coastal engineering;
- PLAN B Natural Heritage - experts in natural heritage and ecology;
- LEA Consulting for transportation; and
- SCS Consulting Group for municipal engineering.

Their proposed approach is to look at a waterfront through five lenses:

- recreation (water and land based)
- natural heritage and hazards
- cultural heritage
- circulation
- economic development

The project work plan includes four phases (as outlined in more detail in Attachment 1):

1. Review Background Information
2. Overarching Vision and Design Concepts
3. Design Guidelines, Costs and Phasing
4. Recommended Plan and Report

There will be an extensive consultation process associated with this project, which will include one-on-one meetings, stakeholder meetings, public workshops and design charrettes, as well as online consultation and an online survey.

4.0 Related Policies / Procedures

The Brock Township Official Plan articulates several important key principles that are related to the Waterfront Plan. These include the following:

- To provide a long-term strategic policy framework that will balance population and economic growth with the need to protect the natural environment, by guiding the decisions affecting the use of land;
- To encourage economic development in appropriate locations;

- To maintain a high quality of life and secure the health, safety, convenience and well-being of the present and future residents of the area; and
- To encourage development that is environmentally and economically sustainable.

The Brock Township Official Plan speaks to the importance of the Lake Simcoe waterfront, the downtowns and other unique locations and indicates that these areas will be developed to support tourism development and improve recreational and cultural opportunities. [Official Plan - s.2.2.6]. Related objectives in the Official Plan include the following:

- To ensure that development along the Lake Simcoe shoreline will protect and restore the shoreline;
- To pursue a program to increase the opportunities for public access to the waterfronts of Lake Simcoe, Talbot River and the Trent-Severn System;
- To support and promote the continued focus of commercial activity in the downtown cores of Beaverton, Cannington and Sunderland; and
- To develop a trail system within and between the settlement areas and the key natural features.

5.0 Financial / Budget Assessment

The approved 2022 capital budget includes \$100,000 for the Waterfront Plan (ie. Harbour Master Plan) funded from development charges and the capital reserve fund. Based on the preferred consultant's proposal, the proposed contract is \$88,412.00 excluding HST or \$89,968.05 including the HST impact. Staff will work closely with the consultant to ensure budgeted amounts are adhered to.

The RFP followed a competitive process and the award to Planning Partnership falls within staff approval limits.

6.0 Climate Change Impacts

Sustainability and climate change impacts will be taken into consideration as part of this process, including the Lake Simcoe shoreline with respect to water levels and flooding, as well as drainage and environmental enhancement opportunities.

7.0 Communications

The work plan for this project will involve an extensive public and stakeholder consultation process, with a series of workshops, open houses and meetings to obtain input.

8.0 Conclusion

Based on the evaluation scores, Township staff recommend that The Planning Partnership be retained to help prepare a Waterfront Plan for the Township.

9.0 Recommendation

That staff report 2022-PCA-014 regarding the Award for RFP No. B2022-DS-01 - Waterfront Area and Open Space Plan be received.