



**CORPORATION OF THE  
TOWNSHIP OF EAST GARAFRAXA**

**Staff Report**

**To:** Council  
**From:** Peter Avgoustis, CAO  
**Report Date:** February 3, 2025  
**Meeting Date:** February 11, 2025  
**Subject:** Front-Ending Agreement Marsville Water System Expansion

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**RECOMMENDATION:**

BE IT RESOLVED THAT: Council directs the CAO and Township Solicitor to negotiate a Front-Ending Agreement for the Marsville Water System Expansion with the Developers of the Thomasfield and MEI properties and THAT;

Council delegate the execution the signing of the Agreement to the CAO, upon satisfaction of the Township Solicitor, to a maximum dollar amount of \$300,000 in value.

**PURPOSE:**

This report outlines the contents of the Front-Ending Agreement for the Marsville Water System Expansion.

**BACKGROUND AND DISCUSSION:**

Front-Ending Agreements are requested by developers when they wish to advance the building of specific growth-related capital works. The specific works can vary, from intersection controls through to arterial roads and critical sub-surface infrastructure including water servicing.

Thomasfield and MEI are two developers that are intending to build subdivisions in the Marsville settlement boundary area which will need access to the municipal water system. This will require expanding the existing water system to meet the capacity and infrastructure needs of all the development.

To assist with the moving this project, a phase one framework has been agreed to by the Township and the two Developers to include the hiring of a consultant specializing in Project Manager Services with expertise and experience in scoping and managing such a project.

The Front-Ending Agreement will be for the payment of this service, which will be expected to educate the Township and prepare the broad-level project plan and make recommendations of the different stages, tasks and activities required from design to construction to commissioning when the Township would assume the new system. Essentially, this is all the work required to organize the project, forecast the 5+ year timeline identifying critical milestones and prepare a round estimate of budgets to proceed with the detailed engineering design stage.

No engineering and/or design work will be included as part of phase one.

Once an agreement has been executed a request for proposal will be issued as per the Township's Procurement Policy to source such a consultant or consulting firm. The two Developers will be asked to participate in finalizing the scope of the RFP, however, will not be able to participate in the evaluation due to the policy.

**CONSULTATION:**

Thomasfield, MEI and the Township Solicitor have been consulted. The Front-Ending Agreement will be prepared by the Township Solicitor.

**FINANCIAL IMPACTS:**

Expanding the Marsville Water System will be completely funded by the Developers, who have agreed to this. The request for delegated authority to execute an agreement of up to \$300,000 in value is expected to be sufficient to cover the expected costs of Phase One. This is requested to avoid legislated delays in returning back to Council for the traditional legal document execution by bylaw with the Clerk and Mayor's signature.

**Respectfully Submitted,**  
Peter C. Avgoustis  
Chief Administrative Officer (CAO)

**Reviewed by:**  
N/A

Attachments:

<https://www.eastgarafraxa.ca/en/municipal-government/resources/Planning--Deve/Planning-Notices/Notice-of-Completion---Marsville-Water-System-Expansion-Municipal-Class-EA.pdf>