

## Staff Report

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**Report To:** City Council  
**Report From:** Bradey Carbert, Manager of Corporate Services  
**Meeting Date:** September 22, 2025  
**Report Code:** CR-25-125  
**Subject:** Emergency Purchase – Water Treatment Plant Intake and Zebra Mussel Chlorine Line Repairs

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### **Recommendations:**

THAT in consideration of Staff Report CR-25-125 respecting Emergency Purchase – Water Treatment Plant Intake and Zebra Mussel Chlorine Line Repairs, City Council receives the report for information purposes.

### **Highlights:**

- The City was made aware of damage to the water treatment plant intake and zebra mussel chlorine line in November 2024.
- Funding to complete the necessary repairs was included in the 2025-2029 Multi-year Capital Plan update in December 2024.
- A Purchase Order, acknowledging an emergency purchase scenario due to the threat of damage to City infrastructure, was issued in March 2025 so that repairs could be completed in a timely fashion and prior to the increased presence of zebra mussels at the intake.
- The work was completed in early July, with additional repairs being required due to the impacts of the 2024 damage. The total cost of the project was approximately \$194,120 and is funded through water user fees.

### **Strategic Plan Alignment:**

This report supports the delivery of Core Service.

## **Climate and Environmental Implications:**

This supports the objectives of the City's Corporate Climate Change Adaptation Plan by strengthening the resiliency of City infrastructure or services.

## **Previous Report/Authority:**

[Attachment 1](#) of [Report CR-24-143](#) included the addition of the water treatment plant intake and zebra mussel chlorine line repair project in the 2025-2029 Multi-year Capital Plan.

[Attachment 2](#) of [Report CR-24-143](#) included the capital detail sheet for the water treatment plant intake and zebra mussel chlorine line repair project.

## **Background:**

Section 35 of By-law 2020-002 – Policy Respecting the Procurement of Goods and Services for the City (Purchasing Policy) includes provisions for the emergency purchase of goods or services. The situations are generally related to unforeseen conditions that impact public health and safety, maintenance of essential services, welfare of persons or public property, or the security of the City's interests. These types of purchases are generally related to the repair of assets, allowing them to continue providing services to the Community.

When an emergency purchase is required, the Purchasing Agent (Manager of Corporate Services) has the authority to issue a Purchase Order for the necessary services. When the value of the emergency purchase exceeds \$100,000, the Purchasing Agent shall provide a report to the Council as soon as practicable.

This report has been drafted to provide Council with information regarding the emergency purchase for the water treatment plant intake and zebra mussel chlorine line repairs completed in July.

## **Analysis:**

An unplanned inspection was conducted on the water treatment plant intake in the fall of 2024 due to ongoing issues with the intake, which revealed a significant amount of zebra mussels and sediment on the intake structure

and pipe, a damaged intake screen, and a chlorine line that requires removal and replacement. The combination of these items was deemed a significant threat to the Water Treatment Plant's low lift pumps. The failure of these pumps has a negative impact on the city's ability to draw the necessary water from the bay for treatment in the system. The required work needed to be completed in late spring / early summer 2025, once the conditions around the intake improved, so that the repairs could be made before additional zebra mussels migrated to the intake, thereby preventing damage to City infrastructure.

Staff received the inspection report, including suggested repairs and cost estimates, in November 2024. While this timing allowed staff to include this project in the 2025-2029 Multi-Year Capital Plan update, it did not allow sufficient time for the City to retain a consultant to develop specifications and drawings, thereby hindering a proper procurement process. The required work would have taken 3-4 months to complete, which would not have provided sufficient time for the contractor to coordinate the work or order the necessary materials to complete the work by the spring/summer of 2025. The work to be completed is specialized in nature and there are few contractors that have the knowledge and experience to work on municipal water intakes.

As such, the City issued a Purchase Order to ASI Marine to complete the work in order to prevent damage to City infrastructure at an estimated cost of \$170,341, including the City's non-refundable allocation of HST. This cost estimate was based on the 2024 inspection but did not include additional detailed inspections or additional deterioration that occurred between the original inspection and the construction field work.

The work was completed in July and included all of the deficient items included in the 2024 inspection report. Additional work was required beyond the work identified in the original scope of work, which was related to further deterioration and the presence of additional zebra mussels between the fall 2024 inspection and the work being completed in early July. The cost of the additional work totalled \$23,778.35, including the City's non-refundable allocation of HST. The financial implications of the required and additional work are detailed in the section below.

## **Financial Implications:**

The 2025-2029 Multi-year Capital Plan included \$200,000 for the Water Treatment Plant Intake and Zebra Mussel Chlorine Line Repairs. The total cost of the work completed by ASI Marine was within budget, at \$194,120, including non-rebateable HST.

## **Communication Strategy:**

Communication of the work was not required as the work was completed in coordination with the City's water treatment staff and did not result in water outages during the project.

## **Consultation:**

City Manager  
Director of Public Works and Engineering  
Manager of Water and Wastewater  
Water Treatment Superintendent  
Purchasing and Claims Coordinator

## **Attachments:**

N/A

## **Recommended by:**

Kate Allan, Director of Corporate Services  
Bradey Carbert, Manager of Corporate Services

## **Submission approved by:**

Tim Simmonds, City Manager

For more information on this report, please contact Bradey Carbert, Manager of Corporate Services at [bcarbert@owensound.ca](mailto:bcarbert@owensound.ca) or 519-376-4440 ext. 1240.