

The Corporation of the Municipality of Mississippi Mills  
**TENDER NO. 24-03**  
**GRASS CUTTING AND GROUNDS MAINTENANCE (2 year agreement)**  
**TENDER FORM "A"**

Tenders must be completed on this form (pages 1 and 2) for the services listed below and returned in a sealed envelope, clearly marked: ATTENTION: Ken Kelly CAO, Municipality of Mississippi Mills, 3131 Old Perth Road, R.R.# 2, P.O. Box 400, Almonte ON K0A 1A0, Tender No. 24-03, **"Grass Cutting Tender"** and dated.

ITEM	DESCRIPTION	TOTAL (2024-YEAR 1)	TOTAL (2025-YEAR 2)
1	Grass cutting and/or grounds maintenance of the Methodist Cemetery (Ramsay Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
2	Grass cutting and/or grounds maintenance of the Houston Cemetery (Ramsay Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
3	Grass cutting and/or grounds maintenance of the Mississippi Mills Administration Building (Ramsay Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
4	Grass cutting and/or grounds maintenance of the Clayton-Taylor Lake Access Point (Ramsay Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
5	Grass cutting and/or grounds maintenance of the property at the Almonte Public Library (Almonte Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
6	Grass cutting and/or grounds maintenance of the property along the Canadian Pacific Railway (Almonte Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
7	Grass cutting and/or grounds maintenance of the property on Coleman Island (Almonte Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
8	Grass cutting and/or grounds maintenance of the Clayton Wesleyan Methodist Cemetery (Ramsay Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
9	Grass cutting and/or grounds maintenance of the property on Harold Street (Almonte Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
10	Grass cutting and/or grounds maintenance of the property in Munro Meadows (Ramsay Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
11	Grass cutting and/or grounds maintenance of the Pakenham Public Works Facility (Pakenham Ward) as described in Schedule 'A' (Specifications).	\$ _____	\$ _____
12	Grass cutting and/or grounds maintenance of the property on the intersection of Perth Road and Highway 29 as described in Schedule "A" (Specifications).	\$ _____	\$ _____
13	Grass cutting and/or grounds maintenance of the property on both sides of Ottawa Street from Sadler Drive to the Roundabout as described in Schedule "A" (Specifications)	\$ _____	\$ _____
14	Grass cutting and/or grounds maintenance of the drainage ditch on Finner Court Cul-de-sac as described in Schedule "A". (Specifications)	\$ _____	\$ _____
15	Grass cutting and/or grounds maintenance of the ditch between the road and sidewalk along the side of Shoppers Drug Mart from Ottawa St along Sadler St to the new subdivision as described in Schedule "A". (Specifications)	\$ _____	\$ _____
16	Grass cutting and/or grounds maintenance in Mill Run Subdivision (Almonte Ward) as described in Schedule "A" (Specifications).	\$ _____	\$ _____
17	Grass cutting and/or grounds maintenance of the Robertson-Kellough Cemetery as described in Schedule 'A' (Specifications).		
18	Grass cutting and/or grounds maintenance of the property on both sides of Menzie Street from Ottawa St to Maude St. (including Ottawa/Menzie intersection up to parking lot)	\$ _____	\$ _____
19	Grass cutting and/or grounds maintenance on the island across from George Street on Ottawa Street (at parking lot)	\$ _____	\$ _____

20	Hourly rates for grounds maintenance for occasional Property Standards Maintenance issues.		
	<b>SUB TOTAL</b>	\$ _____	\$ _____
	<b>13% HST</b>	\$ _____	\$ _____
	<b>GRAND TOTAL</b>	\$ _____	\$ _____

TENDER NO. 24-03

GRASS CUTTING AND GROUNDS MAINTENANCE (2 year agreement)

TENDER FORM (continued)

All prices noted in the price schedule above must be a lump sum price for each identified area.  
**(PLEASE NOTE THAT THIS PRICING IS FOR 2 SEASONS Summer of 2024 and 2025)**

Consideration will not be given to the Tender if received later than **12 noon on Thursday, April 4th, 2024.**

The Municipality of Mississippi Mills reserves the right to accept or reject any or all tenders or accept all or any part thereof.

Prices must be submitted for all areas listed above. Failure to do so shall result in such submission being ruled irregular.

A Bid Deposit (cash or certified cheque) in the amount of 10% of the total bid on Tender Form “A” as listed in the price schedule shall accompany each tender submission. Failure to meet the requirement shall result in such submission being ruled irregular.

For further information, please contact **Calvin Murphy, Recreation Manager at (613) 256-2064 ext. 601.**

**Besides signing the tender, bidders are asked to initial each page of the document and the attached general conditions and return all tender documents intact.**

FIRM NAME

SIGNATURE

PRINT NAME

TITLE

DATE

TELEPHONE NUMBER

FAX NUMBER

EMAIL

H.S.T. NUMBER

TENDER NO. 24-03

DECLARATION BY TENDER

The Tenderer has carefully examined the Tender Document and understands and accepts the conditions set out herein.

The Tenderer acknowledges that Addendum/Addenda No. \_\_\_\_\_ inclusive has/have been included in the prices submitted.

The Tenderer declares that no person, partnership or corporation other than the Tenderer has any interest in this tender or in the proposed contract for which this tender is made.

The Tenderer further declares that this tender is made without any connection, comparison or figures or arrangements with, or knowledge of, any other person, partnership or corporation making a tender for the same work and is in all respects made without collusion or fraud.

The Tenderer by the Tender offers to furnish all labour, equipment and material for the performance of the Work for the Unit prices set forth in this Tender, all in accordance with the Tender Documents.

The Tenderer certifies that neither the Tenderer nor any proposed sub-contractor is a person who is a resident is a Designated Jurisdiction in accordance with the criteria set out in Paragraph 27, in particular section 27.3, of the tender document.

This offer shall be irrevocable for a period of forty-five days following the date of Tender Closing.

DATED AT: \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

## **GENERAL CONDITIONS AND INFORMATION FOR TENDERERS**

### **1. PROJECT DESCRIPTION**

Services to be provided at the locations noted in the price schedule as per detailed Specifications, attached hereto, and forming part of this tender as Schedule 'A'. **This pricing is for a 2 year period. (2024 and 2025 seasons).**

### **2. DEFINITION OF TERMS**

Wherever the word "Corporation is used, it shall be deemed to mean "The Corporation of the Municipality of Mississippi Mills". Wherever the words "Bidder" or "Tenderer" are used, it shall be deemed to mean those individuals, firms or companies submitting price bids on specified material or services required and tendered by the Corporation. Wherever the word "Contract Administrator" is used, it shall be deemed to mean the person or persons authorized to act on behalf of the Corporation. "Tender Document" includes the Form of Tender, General Conditions of Contract, Information for Tenderers, Specifications and any other documents listed in the Tender and any Addenda thereto issued by the Corporation.

### **3. GENERAL**

Kindly read the tender document carefully because under no circumstances will any change be permitted by the bidder in the tender once it is submitted. Should more information be needed, please contact Calvin Murphy, Recreation Manager at (613) 256-2064 Ext: 601.

### **4. BASIS OF REJECTION OF TENDER**

Tenders not conforming to the following requirements shall be disqualified:

- (i) Tender must be legible in ink by hand, by typewriter or by printer.
- (ii) Tender must be in possession of the municipality by the closing date and time.
- (iii) Tender must be on form provided.
- (iv) Tender must be signed and sealed by an authorized official of the bidding organization. A joint tender must be signed and sealed by each company.
- (v) All items must be bid.
- (vi) Tender must not be restricted or modified in any way.

### **5. EVALUATION OF BIDS**

In evaluating Tenders the objective will be to select the offer(s) that will result in the lowest overall cost. Such points as the availability of local parts and service will be considered where appropriate. The right is reserved to accept a bid from a local firm in preference to a lower bid from an out-of-town firm if accepting the out-of-town bid is likely to result in warehousing or other costs greater than the difference in price.

### **6. REFERENCE**

A Bidder must be prepared, if requested, to present evidence of experience, ability, service facilities and financial standing necessary to meet satisfactorily the requirements set forth or implied in this Tender.

### **7. BID ACCEPTANCE**

Unless otherwise specified in these Tender Documents, Tenderers agree that this Tender constitutes an irrevocable offer to provide the goods and/or services described herein for a period of forty-five (45) calendar days from the closing date for the receipt of Tenders. Acceptance by the Corporation is effective upon approval by its awarding authority without communication or notice to the Tenderer, although such notice will, of course, be given as expeditiously as possible.

### **8. DISCOUNT**

A discount may be offered by the Bidder for prompt payment of invoices but such discount may not be taken into consideration in determining low Bidder, unless such discount is based on payment of invoice of not less than thirty (30) days after satisfactory delivery of goods or services, or receipt of satisfactory invoice, whichever is later.

**9. TAX**

Except as otherwise provided, the price(s) bid shall include all duty, customs clearance and all other charges now or hereafter imposed or in force. Applicable taxes, shall be included in the price(s) quoted on this tender at the rate in effect at the time of bidding. All prices must be quoted F.O.B. the delivery point in the Mississippi Mills area set out in the purchase order.

**10. PURCHASE ORDERS**

Purchase Orders upon the Corporation's regular form will be issued by the Treasurer for all materials or services required and no payment will be made unless the Contractor has received and can produce such order.

**11. CONTRACT**

Each proposal will be received with the understanding that the acceptance in writing by the Corporation of the offer to furnish all or any part of the commodities or services described therein, and the subsequent issue of an official purchase order, shall constitute a contract between the Bidder and the Corporation. This purchase order will bind the Bidder on his part to furnish and deliver the commodities or services at the stipulated price given and in accordance with the conditions as stipulated in the tender documents. Note that this is understood that the price given is all-inclusive and the Municipality shall not entertain any requests for additional costs.

No alterations or variations of the terms of the Contract shall be valid or binding upon the Corporation unless authorized in writing.

It is mutually agreed and understood that the Contractor shall not assign, transfer, convey, sublet or otherwise dispose of his contract or his right, title or interest therein, or his power to execute such contract, to any other person, firm, company or corporation without the previous written consent to the Corporation.

**12. TIME OF COMPLETION**

All work shall be completed no later than the time stipulated in Schedule 'A' (Specifications).

**13. BID DEPOSIT AND PERFORMANCE SECURITY**

A Bid Deposit is required with the tender in the amount of not less than 10% of the Total Bid of Tender Form "A" (cash or certified cheque). The Bid Deposit of the successful Tenderer will be held as a performance security for the full two season tender timeframe. Failure of a Tenderer to submit a Bid Deposit shall be reason for rejecting the bid and accepting the next lowest or any tender or calling for new Tenders.

**14. DELIVERY AND PACKING SLIPS**

The Tenderer, if awarded this contract, agrees to furnish materials or services as directed after receipt of official Purchase Order from time to time. At least four hours notice of delivery is to be given in the case of heavy material for which unloading assistance is required.

The Contractor shall, in every case, deliver a packing slip with all goods or materials. This packing slip shall show distinctly the number of the official Purchase Order upon which the goods or materials are being delivered and also shall specify in detail all the goods or materials therewith offered for acceptance, showing the number of pieces, weight, length or volume, as the case may be, of each class of goods or materials.

**15. INVOICES**

All accounts for monies due on this contract shall be delivered at the office of the Accounts Payable section of the Municipality issuing the Purchase Order at the address shown on each order.

The contractor may submit monthly invoices for the duration of the contract however; the total of the monthly invoices shall not exceed the accepted total lump sum price.

**16. NON FULFILLMENT**

If the Contractor fails, neglects or refuses at any time to supply any materials or services embraced within this Tender, then the Treasurer shall be and is hereby empowered to forthwith procure such material or services elsewhere and to charge all costs thereby incurred to the Contractor as liquidated damages and to deduct the same from any monies due, or to become due to the Contractor on this or any other contract.

If the Contractor fails to deliver the service by the time stipulated in paragraph 12, then the Corporation has the right to refuse to accept and pay for material or services; and furthermore has the right to liquidated damages as per paragraph 22.

**17. INFERIOR MATERIAL**

Should the contractor at any time offer for acceptance any material which is of inferior quality in the opinion of the Treasurer and the Department Head concerned or any person appointed by them, such material shall not be accepted, but shall be at once removed by the Contractor at his/her own expense. Should the Contractor refuse to remove any material so condemned, the Treasurer may take action to remove such material and the Contractor shall be in non-fulfillment of the Contract per paragraph 16.

**18. CONTRACTOR'S LIABILITY**

In the event that the Tender is accepted within the time stated in paragraph 7, and the Tenderer fails to enter into any required agreement implementing the terms of the Tender, or in the event of any purported withdrawal of the Tender within the time limit set out in paragraph 7, the damages sustained by the Corporation shall be assessed as the difference between the amount of the Tender and the estimated cost to the Corporation of obtaining the material or services elsewhere.

**19. FRAUD OR BRIBERY**

Should the Contractor or any of his agents give or offer any gratuity to, or attempt to bribe any member of the awarding body, officer or servant of the Corporation, or to commit fraud against the Corporation, the Corporation shall be at liberty to cancel the contract forthwith, or to direct the Treasurer to take the whole or any part of the Contract out of the hands of the Contractor.

**20. DEFAULT**

In the event of default or failure on the part of the Contractor to complete the Contract to the satisfaction of the Department Head concerned and the Treasurer, the Corporation shall be at liberty to accept the next lowest, or any Tender, or call for new Tenders, holding the Contractor and any surety provided liable for any increase in cost to the Corporation.

**21. SAVING CLAUSE**

It is understood and agreed that the Contractor shall not be liable for any losses resulting if the fulfillment of the terms of the Contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, act of God, or for any other cause not within the control of the Contractor and which by the exercise of reasonable diligence, the Contractor is unable to prevent. Should the performance of any contract be delayed or prevented as herein set forth, the Contractor agrees to give immediate notice and explanation of the cause and probable duration of any such delay.

**22. LIQUIDATED DAMAGES**

The Contractor agrees to forfeit his/her performance security to the Municipality as liquidated damages in the event that services or materials are not delivered by the specified date in paragraph 12.

**23. INSURANCE**

Prior to commencement of the work, the successful Tenderer shall provide evidence, on forms prescribed by or acceptable to the Corporation of:

**The Successful bidder shall obtain and maintain until the termination of the agreement and provide the Corporation of the Municipality of Mississippi Mills with evidence of:**

- (1) Commercial General Liability Insurance issued on an occurrence basis for an amount of not less than \$5,000,000 per occurrence/ \$5,000,000 annual aggregate for any negligent acts or omissions relating to their operations. Such insurance shall include, but is not limited to bodily injury and property damage including loss of use; personal injury; contractual liability; premises, property & operations; non-owned automobile; broad form property damage; owners & contractors protective; occurrence property damage; products; broad form completed operations; employees and volunteers as Additional Insured(s); contingent employers liability; tenants legal liability; cross liability and severability of interest clause.**

**The Corporation of The Municipality of Mississippi Mills shall be added as Additional Insured subject to a waiver of subrogation. This insurance shall be non- contributing with and apply as primary and not as excess of any insurance available to the Municipality.**

**(2) Automobile Liability Insurance**

**Automobile liability insurance with respect to owned or leased vehicles used directly or indirectly in the performance of the services covering liability for bodily injury, death and damage to property with a limit of not less than \$5,000,000. inclusive for each and every loss.**

**Any and all deductibles shall be the sole responsibility of the bidder and the Municipality shall bear no cost towards such deductible**

**The Policies shown above shall not be cancelled, permitted to lapse or materially changed unless the Insurer notifies the Municipality in writing at least thirty (30) days prior to the effective date of Cancellation.**

**The insurance policy will be in a form and with a company which are, in all respects, acceptable to the Municipality.**

**The successful bidder shall provide the Municipality with a certificate of insurance evidencing coverage as noted above prior to commencement of work.**

**In addition to the above insurance, the successful bidder shall also provide evidence of WSIB.**

**(3) Indemnification clause**

**The successful bidder shall defend, indemnify and save harmless the Municipality, elected officials, officers, employees and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the bidder, its directors, officers, employees, agents, contractors and subcontractors, or any of them. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the Municipality in accordance with this agreement, and shall survive this agreement.**

**24. WORKER'S RIGHTS**

The Contractor shall abide by the hours of work and minimum wage rates for occupations involved in accordance with the regulations of the Ministry of Labour or other appropriate legislation of the Province of Ontario or the Government of Canada.

## 25. ON-SITE MEETING

Potential tenderers are invited to attend an on-site meeting scheduled for Thursday, March 28th, 2024 at 10:00 a.m. at the John Levi Community Centre, 182 Bridge Street - Almonte to review the scope of the prescribed work as detailed in Schedule 'A' and attached hereto. A tour to the locations identified in this tender shall be conducted at that time.

## 26. RESPONSIBILITY OF CONTRACTORS

Contractor retained by the Corporation shall be responsible for:

- (i) Maintaining a safe workplace/work site in accordance with standard safe work practices and housekeeping, and shall be responsible for traffic control, if required;
- (ii) Compliance with the Occupational Health and Safety Act of Ontario and the regulations;
- (iii) Coordinate activities to prevent the disruption of services and operations of the Corporation's Departments;
- (iv) Provide proof of W.S.I.B.; and
- (v) Comply will all ordinances, by-laws, and all other regulations from time to time imposed by law as they relate to work under this contract.

## 27. DESIGNATED JURISDICTION POLICY

1. *In this paragraph 27,*

(a) "Construction" includes all work in or about:

- (i) constructing, altering, decorating, repairing, demolishing, erecting or remodeling the whole or any part of a building or structure;
- (ii) laying pipe and conduit above or below ground level;
- (iii) excavating, tunneling, fencing, grading, paving, land clearing and bridging;
- (iv) building a highway, as defined in section 1 of the *Highway Traffic Act*; and
- (v) carrying out other construction activities designated by the Management Board of Cabinet, on the recommendation of the Minister of Labour.

(b) "Contractor" means a person that enters into a contract for Construction and includes any sub-contractor.

(c) "Controlled" has the same meaning as in subsection 1 (5) of the *Business Corporation Act*;

(d) "Designated Jurisdiction" means a Canadian province or territory other than Ontario that is designated by the Management Board of Cabinet, on the recommendation of the Minister of Labour – as the date of this tender, the Designated Jurisdiction is the Province of Quebec;

(e) "Person who is a resident in a Designated Jurisdiction" means:

- (i) in the case of an individual or a sole proprietor, a person who is ordinarily a resident in that jurisdiction;
- (ii) in the case of a corporation;
  - (A) a person whose head office or registered office is located in that jurisdiction; or
  - (B) a person controlled by a person described in subclause (A);
- (iii) in the case of a partnership, a partnership that includes at least one partner who is a resident in that jurisdiction under clause (i) or (ii).

2. Under the Designated Jurisdiction Policy, the Corporation is not permitted to award a Construction contract to a person who is a resident in a Designated Jurisdiction. Such a person is not eligible and will be disqualified from this tender.

3. All Bidders are required to provide the following information in respect of themselves and any sub-contractors:



- (a) In the case of an individual or sole proprietor, whichever his/her principal residence is within a Designated Jurisdiction;
  - (b) In the case of a corporation, whether the corporation's head office or registered office(s) is/are in a Designated Jurisdiction or whether any person who controls the corporation is a person who is resident in a Designated Jurisdiction; and
  - (c) In the case of a partnership, whether the principal residence of any of the individual partners is within the Designated Jurisdiction or whether the head office of any registered office(s) of partners that are corporations in/are within a Designated Jurisdiction.
- 4. In any Construction contract awarded under this tender, if any, the Contractor will be required to:
  - (a) Represent and warrant that neither the Contractor nor any sub-contractors are persons who are residents in a Designated Jurisdiction;
  - (b) Acknowledge that any sub-contracts not identified in the bid following the award of the contract will be subject to the approval of the Corporation;
  - (c) Acknowledge that any material misrepresentation or breach of clause (a) will be grounds for termination of the contract.

## **SCHEDULE 'A'**

### **SPECIFICATIONS "GRASS CUTTING AND GROUNDS MAINTENANCE TENDER"**

**ITEM 1 - METHODIST CEMETERY**  
County Road 29, Almonte ON K0A 1A0

Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 2 - HOUSTON CEMETERY**  
Concession 7, East Part Lot 6 (Ramsay Ward)

Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 3 - MISSISSIPPI MILLS ADMINISTRATION BUILDING**  
R.R.#2,3131 Old Perth Road, Almonte ON K0A 1A0

Grass Cutting

- Area to be maintained includes grass areas at front and back of building, area outside the ball diamond fence along entrance way and along the road as well as the area at the corner of Old Perth Road and Concession 8 beside the Mississippi Mills Public Works Garage.
- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 4 - CLAYTON-TAYLOR LAKE ACCESS PARK**  
Concession 2, West Part Lot 22 (Ramsay Ward)

Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

### Refuse Collection

- The contractor agrees to pick up and dispose of all garbage from the site as specified below:
  - (a) Once each week from the fourth Monday in April to the third Friday in June and from Labour Day Monday to the end of September.
  - (b) Two times each week from the third Saturday in June to the Friday of the Labour Day weekend in September.
- The contractor will ensure all the garbage containers are disinfected and deodorized as required to eliminate offensive odors.

### Facility Inventory

- The contractor shall undertake an inventory of all equipment (i.e. picnic tables, garbage containers, etc. at the beginning of May and at the end of September and shall provide this inventory list to Ken Fisher, Facility Foreman, after it is taken.

### Signage

The contractor shall keep signs clean

#### **ITEM 5 - ALMONTE PUBLIC LIBRARY** 155 High Street, Almonte ON K0A 1A0

### Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis(year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

#### **ITEM 6 - PROPERTY ALONG THE FORMER CANADIAN PACIFIC RAILWAY** Water Street, Almonte ON K0A 1A0

### Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis(year 1) beginning Monday April 15 , 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

#### **ITEM 7 - PARK ON COLEMAN ISLAND** At the end of Wellington Street, Almonte ON K0A 1A0

### Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis(year 1) beginning Monday April 15 , 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 8 -- CLAYTON WESLEYEN CEMETERY**  
Con 1 Lot 21 (Ramsay Ward)

Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 9 - HAROLD STREET**  
Along the fence line on Harold Street, Almonte ON K0A 1A0

Grass Cutting

- Grass shall be cut to a minimum height of 30 centimeters and a maximum height of 45 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 10 - MUNROE MEADOWS**  
Con 8 Pt Lot 13 Plan 69 Block 39 (Ramsay Ward)

Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 11 - MISSISSIPPI MILLS PAKENHAM PUBLIC WORKS FACILITY**  
175 Five Arches Dr. Pakenham, Ontario K0A 2X0

Grass Cutting

- Area to be maintained includes grass area at front of building, area between driveway and lot fence near fuel pumps.
- Grass shall be cut to a minimum height of 5 centimeters and a maximum of 10 centimeters, once every two weeks or on an as required basis beginning Monday April 15, 2024 and ending on Friday September 20th, 2024. (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut
- All litter will be picked up when mowing the grass
- Trimming as required.

- ITEM 12 -

**PERTH STREET**

Along Highway 29 exit into Almonte (coming from Carleton Place) on the right hand side of the road.

Grass Cutting

➤ Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.

➤ All weeds will be cut.

➤ All litter will be picked up when mowing the grass.

➤ Trimming as required.
- ITEM 13 -

**OTTAWA STREET FROM SADLER DRIVE TO ROUNDABOUT**

Both sides of Ottawa Street beginning at Sadler Drive to the Roundabout.

Grass Cutting

➤ Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.

➤ All weeds will be cut.

➤ All litter will be picked up when mowing the grass.

➤ Trimming as required.
- ITEM 14 -

**DRAINAGE DITCH- FINNER COURT CUL-DE-SAC**

All around the drainage ditch and along the walking path.

Grass Cutting

➤ Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th 2025.

➤ All weeds will be cut.

➤ All litter will be picked up when mowing the grass.

➤ Trimming as required.
- ITEM 15 -

**376 OTTAWA STREET-FROM OTTAWA ST DOWN SADLER ST TO NEW SUBDIVISION**

(Along the Shoppers Drug Mart side of the street)

Grass Cutting

➤ Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.

➤ All weeds will be cut.

➤ All litter will be picked up when mowing the grass.

➤ Trimming as required.
- ITEM 16 -

**MILL RUN SUBDIVISION**

(Along Honeyborne street and Horton Street)

Grass Cutting

➤ Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required

basis (year 1) beginning Monday April 15 , 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.

- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 17- ROBERTSON-KELLOUGH CEMETERY**

Upper Perth Road at Wolfgrove Road

Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 18 – MENZIE STREET**

From Ottawa St. to Maude St. – both sides (including Ottawa/Menzie intersection up to parking lot)

Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.

**ITEM 19 - OTTAWA STREET**

Island at parking lot across from George St.

Grass Cutting

- Grass shall be cut to a minimum height of 5 centimeters and a maximum height of 10 centimeters, once every two weeks or on an as required basis (year 1) beginning Monday April 15, 2024 and ending on Friday September 20, 2024 (year 2) beginning Monday April 14, 2025 and ending on Friday September 19th, 2025.
- All weeds will be cut.
- All litter will be picked up when mowing the grass.
- Trimming as required.