



ROTHESAY COUNCIL
SPECIAL SESSION
Monday, February 22, 2016
MINUTES



PRESENT: MAYOR WILLIAM J. BISHOP
DEPUTY MAYOR NANCY GRANT
COUNCILLOR MATT ALEXANDER
COUNCILLOR PAT GALLAGHER JETTE
COUNCILLOR PETER J. LEWIS
COUNCILLOR BLAIR MacDONALD
COUNCILLOR BILL McGUIRE
COUNCILLOR MIRIAM WELLS

TOWN MANAGER JOHN JARVIE
TOWN CLERK MARY JANE BANKS
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
TREASURER DOUG MacDONALD

Mayor Bishop called the meeting to order at 7:00 p.m.

1. APPROVAL OF AGENDA

MOVED by Counc. Alexander and seconded by Counc. Wells the agenda be approved as circulated.

CARRIED.

2. PLANNING and DEVELOPMENT SERVICES

2.1 P#2016-01 Land Use Planning Consultant Services - Rothesay Secondary Planning Study

19 February 2016 Report prepared by DPDS White

MOVED by Deputy Mayor Grant and seconded by Counc. MacDonald Council award the Rothesay Secondary Planning Study #P-2016-01 to the consulting team of Crandall Engineering and Upland Studio for a total bid amount of \$56,002.80 with funding for the award from Planning and Development Services as outlined in the Financial Implications section of the report.

ON THE QUESTION:

Mayor Bishop noted there have been development proposals submitted for the secondary planning area and Council tabled a request pending the completion of a secondary planning study. DPDS White noted six proposals had been received and they were evaluated based on a set of criteria as outlined and staff made its recommendation. It is anticipated the final presentation will be made to Council in June or July.

CARRIED.

3. OPERATIONS

3.1 S-2014-16: Engineering Design and Construction Management Services – Wastewater Collection System Upgrades

22 February 2016 Report prepared by DO McLean

MOVED by Counc. Alexander and seconded by Counc. Wells Council accept the proposal

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submitted by Dillon Consulting, in the amount of \$721,978.23 to provide design and construction management services for contract S-2014-016: Wastewater Collection System Upgrades and further that the Mayor and Clerk be authorized to execute the appropriate documentation in that regard.

ON THE QUESTION:

There was a lengthy discussion with respect to the project. The following comments were made: the proposed collection system upgrade project will replace old piping and infrastructure to allow for collected wastewater to be directed to one treatment source; the project will be completed by mid-summer of 2017; all previous reports done by Crandall Engineering were provided to all the consultants; discussion on the contents of the staff report; the dollar value of the individual proposals and criteria used for evaluation of the submissions; the composition of the review Committee; best practices and the components of the project.

There was a brief discussion with respect to the use of existing infrastructure in the upgrade that was installed as part of the Hillside project. DO McLean advised the intention is to use that infrastructure, noting all piping will be videotaped to ensure functionality. Town Manager Jarvie advised the system will be pumping wastewater across the community, from Kennebecasis Park to Sagamore Point and staff will be introducing initiatives to reduce infiltration (e.g. stormwater) so the volume to be pumped will be reduced. There will be five lift stations between the end points and the existing piping referenced meets the minimum requirements so a cost-benefit analysis will be needed. It was noted there will be some traffic disruption along Rothesay Road during construction.

DO McLean gave a summary of the review and analysis process followed in preparing the recommendation as outlined. Counc. Lewis commented on the value of the contract and requested that Council be provided with the value of each individual proposal, along with details on the evaluation criteria and that the matter be dealt with at the March meeting. Mayor Bishop indicated that Council could be provided with that information but there was a motion currently on the floor. DO McLean noted it has not been the practice for Operations to provide that information for requests for proposals. There was a brief discussion with respect to availability of that information in the past and with respect to the level of detail to be provided on the analysis for Council to make a decision. DO McLean advised that, typically, unsuccessful bidders would contact the municipality to get a de-brief on their submission and the analysis used to award the contract.

Town Manager Jarvie advised the evaluation criteria used was: Proposed Scope of Work; Project Team; Past Experience and Relative Cost of Proposals. Council was advised the information is proprietary and, depending on the content, would not be released under a Right to Information request. Counc. Alexander advised, in his experience, that information is typically not provided and there is no advantage to including it. Counc. Lewis commented that Council should have as much detail as possible to make its decision. Town Manager Jarvie reiterated Dillon Consulting had the highest technical score and the lowest price of all the submissions. Mayor Bishop indicated the figures could be made available if

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Counc. Lewis wanted to see them.

NAY votes recorded from Councils. Gallagher Jette and Lewis.

CARRIED.

4. ADJOURNMENT

MOVED by Counc. Wells and seconded by Counc. McGuire the meeting be adjourned.

CARRIED.

The meeting adjourned at 7:40 p.m.

W. J. Bishop
MAYOR

Mary Jane E. Bont
CLERK