

ROTHESAY COUNCIL OPEN SESSION Monday, June 9, 2014 MINUTES



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

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

ABSENT: COUNCILLOR BLAIR MacDONALD

Mayor Bishop called the meeting to order at 7:05 p.m.

# 1. APPROVAL OF MINUTES Regular meeting 12 May 2014

**MOVED** By Counc. Gallagher Jette and seconded by Counc. Wells the minutes dated 12 May 2014 be adopted as circulated.

# ON THE QUESTION:

Counc. Gallagher Jette expressed concern that comments made by Counc. MacDonald at the May Council meeting with respect to the potential recreation project costs and the impact on the tax rate were not included in the discussion in the minutes. She requested procedural clarification on the approval of the minutes and Mayor Bishop advised the minutes are before Council for approval. There were general comments made with respect to recollections on figures that were discussed and it was noted Counc. MacDonald had the opportunity to raise any concerns he may have had with respect to the minutes.

# CARRIED.

# **Business Arising from Minutes**

### n/a

# 2. APPROVAL OF AGENDA

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

# CARRIED.

# 3. OPENING REMARKS OF COUNCIL

Mayor Bishop advised of the following:

- official opening of the Rothesay Community Park at Rothesay Elementary will be held on Saturday at 11:30 a.m.
- June 19 Heroes on the Roof event at Bank of Nova Scotia (Rothesay) in support of the Canadian Cancer Society – Rothesay and Quispamsis Mayors and Councillors
- Canada Day celebrations will be held on the Rothesay Common, starting at 12 noon

Mayor Bishop left the meeting room and Deputy Mayor Grant took over as Chair of the meeting.

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# 4. **DELEGATIONS**

Highland Avenue subdivision (See Item 7.12)

Gerry Roberts, Kierstead, Quigley & Roberts

Mr. Gerry Roberts gave a presentation to Council with respect to the history of the Highland Avenue subdivision, noting that land for public purposes (LPP) had been dedicated with the initial subdivision in 1981.

Mayor Bishop returned to the meeting room.

Mr. Roberts commented that two subsequent subdivisions were not required to provide LPP. He commented on the following: changes to legislation makes lot consolidation easier, the Planning Advisory Committee discussed the application at length, this proposed subdivision is one house lot and one vacant lot, and in his opinion, LPP has already been acquired by the Town.

Mayor Bishop advised he spoke with DPDS White and believed LPP had already been acquired by the Town. There was a discussion with respect to the following: clarification of the polling requirement under the Planning Advisory Committee policy; options available are to take cash in lieu of land for public purposes, decide LPP has already been acquired, table the request to allow for polling or take cash in lieu of LPP and decide to reconsider reimbursement at a later date; consolidation allows for tax savings for property owners; property owner has an immediate offer for the vacant lot; Council decisions on cash in lieu or land for public purposes can be appealed if the applicant chooses; Council has discretionary authority to determine land for public purposes or cash in lieu of land; the subdivision can proceed now if Council wishes to defer the decision on LPP and all planning matters are referred to the Planning Advisory Committee in accordance with the *Community Planning Act*.

**MOVED** by Counc. Wells and seconded by Counc. Alexander Item 7.12 Highland Avenue Subdivision be brought forward on the agenda.

#### CARRIED.

**MOVED** by Counc. Wells and seconded by Counc. Alexander that, because polling was not conducted in accordance with the Planning Advisory Committee Polling Policy, Council will accept \$4,570.56 as cash in lieu of land for public purposes for the subdivision of proposed Lot 14-2 situated at 90 Highland Avenue (PID# 3027529).

#### ON THE QUESTION:

Town Manager Jarvie advised the applicant can request to have consideration for reimbursement placed on the agenda for the July Council meeting. He further advised the applicant can file an appeal with the Provincial Planning and Appeals Board.

# NAY vote recorded from Deputy Mayor Grant.

# CARRIED.

# 5. CORRESPONDENCE FOR ACTION

5.1 27 May 2014 Letter from Fundy Wellness Network RE: Funding request **MOVED** by Counc. Lewis and seconded by Deputy Mayor Grant the funding request from the Fundy Wellness Network dated 27 May 2014 be referred to the Finance Committee.

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# 6. CORRESPONDENCE - FOR INFORMATION

6.1 21 May 2014 Letter from Kennebecasis Valley Fire Department Inc. RE: response to Counc. Alexander's memorandum

**MOVED** by Counc. Wells and seconded by Counc. McGuire the letter from Kennebecasis Valley Fire Department Inc. RE: response to Counc. Alexander's memorandum dated 21 May 2014 be received/filed.

# ON THE QUESTION:

Counc. Alexander noted a response was requested for the May Council meeting. Counc. Gallagher Jette advised the Board held a meeting and requested Chief Ireland to prepare a response for review at the Board meeting on June 11, 2014. She advised that meeting has been postponed and the Board will provide a response to Rothesay Council following its next meeting. CARRIED.

6.2 22 May 2014 Letter of support to Regional Development Corporation (Rothesay Community Centre)

**MOVED** by Counc. Alexander and seconded by Counc. Wells the letter of support to Regional Development Corporation (Rothesay Community Centre) dated 22 May 2014 be received/filed.

CARRIED.

6.3 27 May 2014 Letter from Chair G. Losier, Fundy Regional Service Commission to Saint John Board of Police Commissioners RE: regional policing

**MOVED** by Counc. Wells and seconded by Counc. McGuire the letter from Chair G. Losier, Fundy Regional Service Commission to Saint John Board of Police Commissioners RE: regional policing dated 27 May 2014 be received/filed.

#### CARRIED.

6.4 2 June 2014 Letter from J. Scott/S. Shea RE: Millennium Drive developmentMOVED by Counc. Alexander and seconded by Deputy Mayor Grant the letter from J. Scott/S.Shea RE: Millennium Drive development dated 2 June 2014 be received/filed.

# ON THE QUESTION:

Mr. Shea, Sr. was in attendance. Counc. Lewis suggested, based on the report and comments from a property owner, a By-law review be undertaken and in the interim a meeting be held between Town staff and the property owners. Town Manager Jarvie advised the property owner can request an amendment to the By-law at any time. Counc. Lewis suggested the requirements be changed to allow for development in the area and Council would still have to approve any projects, along with a development agreement. DPDS White advised the property owners are requesting Council change the zoning to Commercial which would allow them to develop in accordance with the Zoning By-law but without the public hearing process. It was noted there is substantial development in Quispamsis and further discussion should take place with the Rothesay property owners. There was general discussion with respect to: options for a variance application by the property owner; developers are looking for an "anchor store" with "padready" sites that are cleared, levelled, serviced and ready for construction; staff are also interested in seeing development in the area and will continue to work with the property owners.

Mayor Bishop invited Mr. Shea to speak. He advised Council a development plan was in place for the properties and developers have advised them they require the appropriate zoning to be in place prior to bringing forward a proposal and they believe further requirements can be addressed in a development agreement. Mayor Bishop suggested an informal meeting be held with Town staff and the property owner can bring forward some alternate suggestions. Town

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Manager Jarvie advised any changes to the By-law must go through the public hearing process as outlined in the *Community Planning Act*. Counc. Alexander expressed concern that any changes to the By-law may remove the opportunity for Council to enforce standards on the type of development. He also noted in his past experience with large retailers, there are reasons other than zoning that lead to the abandonment of a site for a proposed development. Counc. Alexander suggested the property owners may need to do some site preparation to improve the appeal of the properties.

# CARRIED.

6.5 3 June 2014 Email from Deputy Mayor Grant RE: Federation of Canadian Municipalities 2014 Conference summary

**MOVED** by Deputy Mayor Grant and seconded by Counc. Wells the email from Deputy Mayor Grant RE: Federation of Canadian Municipalities 2014 Conference summary dated 3 June 2014 be received/filed.

# ON THE QUESTION:

Deputy Mayor Grant noted the good work being done by the FCM/CN/Transport Canada working group. There was a brief discussion about train speeds and Deputy Mayor Grant indicated the rail speed for dangerous goods is 40 miles/hr and the top speed, for example, for other trains (i.e. between Halifax/Moncton) is 50 miles/hr.

# CARRIED.

# 7. **REPORTS**

# 7.0 June 2014 Report from Closed Session

n/a

7.131 Dec 2013Fundy Regional Service Commission (FRSC) audited Financial Statements<br/>FRSC Annual Report

**MOVED** by Counc. Wells and seconded by Counc. Alexander the Fundy Regional Service Commission audited Financial Statements dated 31 December 2013 and the Annual Report (2013) be received/filed.

# ON THE QUESTION:

A brief explanation was given of the Host Community Enhancement Fund which is used to enhance the landfill and its surrounding communities.

# CARRIED.

7.2 2013 Enterprise Saint John Annual Report/audited Financial Statements **MOVED** by Counc. Lewis and seconded by Counc. Wells the 2013 Enterprise Saint John Annual Report/audited Financial Statements be received/filed.

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7.3	31 Dec 2013	Kennebecasis Valley Fire Department (KVFD) Inc. audited Financial
		Statements
	12 March 2014	KVFD Board meeting minutes
	31 Dec 2013	Unaudited draft KVFD Financial statements
	Jan – Dec 2013	KVFD Response Types Report
	9 April 2014	KVFD Board meeting minutes
	28 Feb 2014	KVFD Statement of Operations (financial)
	Jan – Mar 2014	KVFD Response Types Report

**MOVED** by Counc. Gallagher Jette and seconded by Deputy Mayor Grant the documentation provided by the Kennebecasis Valley Fire Department, as noted, be received/filed.

#### ON THE QUESTION:

Deputy Mayor Grant requested further detail on the accident involving KVFD apparatus as referenced in the March Board meeting minutes, Item 8.1. Counc. Gallagher Jette advised conditions were icy and the vehicle was unable to stop; damages were about \$20,000. Counc. Alexander requested clarification on the discussion referenced in the April meeting minutes, under Item 8.1- Update on volunteer firefighter transition. Counc. Gallagher Jette advised she would get further information. He also noted the February 2014 Financial statements indicate basic salaries and overtime is already 5% over budget. Counc. Gallagher Jette advised she would get additional information from Chief Ireland with respect to what controls are being put in place to manage these costs. Counc. Alexander also noted the Board passed a motion on April 9 (Item 10.0) with respect to not adopting or endorsing NFPA 1710 and asked if Chief Ireland was in agreement. Counc. Gallagher Jette noted that is the Board's position and the Chief agrees there is no legal standing to bind the Board to NFPA standards. Counc. Alexander voiced his concern the Department is currently following NFPA 1720 as a guideline and there are cost overruns. Counc. Lewis requested further detail on the accident involving KVFD apparatus. Counc. Gallagher Jette advised her recollection was the accident occurred between two fire apparatus while responding to a fire call.

#### CARRIED.

7.4 16 April 2014 Kennebecasis Public Library Board (KPL) meeting minutes April 2014 KPL Librarian's Report

**MOVED** by Deputy Mayor Grant and seconded by Counc. Wells the Kennebecasis Public Library Board (KPL) meeting minutes dated 16 April 2014, Librarian's Report dated April 2014 and draft Comparative Income Statement dated 31 March 2014 be received/filed.

#### **CARRIED.**

7.5 30 April 2014 Draft Rothesay General Fund Financial Statements

Treasurer MacDonald advised both funds have a positive variance. Counc. Alexander requested the variances (worse) for both statements be highlighted in red to make them more visible. Counc. Gallagher Jette requested an update on the application to the Municipal Capital Borrowing Board (MCBB). Town Manager Jarvie advised the hearing was held earlier today, staff attended and a decision should be made within two weeks. Counc. Gallagher Jette asked if there was any opposition and was advised Mr. Michael Edwards appeared in opposition.

**MOVED** by Deputy Mayor Grant and seconded by Counc. McGuire the draft Rothesay General Fund Financial Statements dated 30 April 2014 be received/filed.

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30 April 2014 Draft Utility Fund Financial Statements **MOVED** by Deputy Mayor Grant and seconded by Counc. Alexander the draft Utility Fund Financial Statements dated 30 April 2014 be received/filed.

CARRIED.

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8 May 2014 Draft Finance Committee meeting minutes **MOVED** by Deputy Mayor Grant and seconded by Counc. Lewis the draft Finance Committee meeting minutes dated 8 May 2014 be received/filed.

#### CARRIED.

7.6 9 May 2014 Kennebecasis Valley Regional Deer Committee record of proceedings RECEIVED FOR INFORMATION.

Mayor Bishop noted a request had been made by the Department of Natural Resources to involve municipalities in community level management with respect to a proposed nuisance deer management plan. He also noted a tick drag will be carried out in Rothesay once locations have been identified.

# Deer Tick Drag

6 June 2014 Memorandum from Town Clerk Banks w/attachments **MOVED** by Counc. Gallagher Jette and seconded by Counc. Wells Council authorize a tick drag to be carried out in Rothesay by representatives from Mount Allison University.

CARRIED.

#### Deer Management Plan

6 June 2014 Memorandum from Town Manager Jarvie w/attachments

**MOVED** by Counc. Wells and seconded by Deputy Mayor Grant Council authorize a letter be sent to the Department of Natural Resources (DNR) in support of the proposed nuisance deer management program subject to DNR being responsible for vetting the possible sites and emphasizing the Town's concerns for safety.

#### ON THE QUESTION:

Counc. Gallagher Jette noted she was not in favour of the proposed plan from DNR and would be voting against the motion. Counc. Lewis noted there is a large parcel of land behind Appleby Drive that could be designated for hunting, although the Hillside Trail runs through that area.

#### CARRIED.

7.7 21 May 2014 Draft Public Works and Infrastructure Committee meeting minutes **MOVED** by Counc. Alexander and seconded by Counc. Lewis the draft Public Works and Infrastructure meeting minutes dated 21 May 2014 be received/filed.

#### ON THE QUESTION:

Counc. Alexander advised there was a lengthy discussion with respect to barrier/double-profile and rolled curbs. Counc. Lewis suggested it is possible to use different types throughout Town, depending on the location. There was a brief discussion with respect to the crosswalk at College Hill. DO McLean advised the installation is included in the Green Road project and there is a sixteen week delivery on parts so it should be completed by late August/early September. There was a brief discussion with respect to Maiden Lane and it was noted the project still requires a finished asphalt layer, which should be finished in the next couple of weeks. DO McLean also noted the Town has started its aggressive patch-paving program.

# CARRIED.

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7.8 21 May 2014 Draft Water and Sewer Committee meeting minutes **MOVED** by Counc. Alexander and seconded by Deputy Mayor Grant the draft Water and Sewer Committee meeting minutes be received/filed.

# CARRIED.

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# Pettingill Road lift station

**MOVED** by Counc. Alexander and seconded by Counc. Wells that Council contract a consultant to urgently review the now operational Quispamsis Pettingill Road wastewater lift station (aka Dow Road pumping station) with respect to the facility's overflow discharge pipe that is directed to a drainage ditch that flows towards Rothesay and the immediate and real concern of raw wastewater potentially being discharged to Salmon Creek and/or the water detention pond Rothesay desires to construct to reduce potential flooding in Oakville Acres.

#### CARRIED.

**MOVED** by Counc. Alexander and seconded by Counc. Lewis that Council contract a lawyer to urgently provide a legal opinion on Rothesay's liability of the now operational Quispamsis Pettingill Road wastewater lift station (aka Dow Road pumping station) with respect to the facility's overflow discharge pipe that is directed to a drainage ditch that flows towards Rothesay and the immediate and real concern of raw wastewater potentially being discharged to Salmon Creek and/or the water detention pond Rothesay desires to construct to reduce potential flooding in Oakville Acres.

#### CARRIED.

7.9 21 May 2014 Draft Rothesay Heritage Preservation Review Board meeting minutes
➢ Notice of Appeal (Rothesay Common project)

**MOVED** by Counc. Wells and seconded by Counc. McGuire the draft Rothesay Heritage Preservation Review Board meeting minutes dated 21 May 2014 be received/filed.

#### ON THE QUESTION:

Counc. Gallagher Jette noted she was not aware of the Notice of Appeal at the time of the vote on the tender for the Common project. Counc. Wells advised the Town learned of the appeal at the legislative hearing on the Private Members' Bill. She noted appeals are typically made within 15 days from the date of the decision, which took place in late fall 2013. Mr. Kochel filed an appeal against a decision of the Rothesay Heritage Preservation Review Board, of which he was a part. Counc. Gallagher Jette reiterated she would have preferred to have the Notice at the May meeting.

DPDS White advised Notices of Appeal are typically filed with the body that made the decision, in this case, the Heritage Preservation Review Board. He advised the first opportunity to submit the appeal to the Board was May 21<sup>st</sup>. Town Manager Jarvie advised the details can be reviewed and a short memo prepared for the next Council meeting and further commented his recollection was Council had been advised through correspondence to the Legislative Committee that was copied to Council.

#### CARRIED.

7.10 28 May 2014 Trade and Convention Oversight Committee summaryMOVED by Counc. Wells and seconded by Counc. Lewis the Trade and Convention SummaryOversight Committee summary dated 28 May 2014 be received/filed.

CARRIED.

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7.11 May 2014 Monthly Building Permits Summary ReportMOVED by Deputy Mayor Grant and seconded by Counc. Lewis the May Monthly Building Permits Summary Report be received/filed.

CARRIED.

# > April Building Permits Summary Report clarification RECEIVED FOR INFORMATION

7.12 2 June 2014 Draft Planning Advisory Committee meeting minutes **MOVED** by Counc. Wells and seconded By Counc. Lewis the draft Planning Advisory Committee meeting minutes dated 2 June 2014 be received/filed.

CARRIED.

> 90 Highland Avenue subdivision **Dealt with above.** 

Counc. McGuire noted there would normally be minutes from the Board of the Kennebecasis Regional Police Force (KRPF) and an opportunity to report. He advised the KRPF assisted the RCMP during the incident in Moncton by providing policing services to Hampton, while the SJPF took over Grand Bay-Westfield. He also noted KRPF provided members for the SWAT team in Moncton as well.

# 8. UNFINISHED BUSINESS

# 8.1 Traffic By-law 1-14

6 June 2014 Memorandum from Town Clerk Banks

**MOVED** by Counc. Wells and seconded by Counc. McGuire 2<sup>nd</sup> reading by title of By-law 1-14, "A By-law of the Municipality of Rothesay to Regulate Traffic" be tabled until a final review is completed.

#### CARRIED.

# 8.2 Renforth Park project

# 5 June 2014 Memorandum from DRP Jensen

There was a lengthy discussion with respect to the project at Renforth Wharf. The following comments were made: there have been challenges with the project; several discussions with the contractor and consultant and there has been agreement to pay for damages on the initial wall construction and the contractor has agreed to repair a list of deficiencies identified by the consultant. Town Manager Jarvie indicated the damage that occurred as a result of the freshet could re-occur based on the original design and the recommendation is the installation of a more substantial wall as an addition to the existing contract. The consultant has agreed to contribute \$10,000 toward a repair of the existing wall. The estimate to use Redi-Rock to replace the wall is approximately \$45,000. The Town is seeking a "betterment" to the contract by building a more substantial wall and staff are requesting an additional \$50,000, with the intent of ongoing negotiations with the consultant.

Counc. Wells questioned the accountability of the consultant and was advised they are accountable for the original design but staff are recommending an enhancement to the wall, which is at a higher cost. There was a brief discussion with respect to design standards and Town Manager Jarvie noted the weather was extreme this past winter and discussions are ongoing with the consultant. Council is being asked to approve the additional expenditure to get the work completed and staff will continue to negotiate with the consultant. There was a brief discussion with respect to possible solutions and a Redi-Rock wall is the best solution and also

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the most expensive. Counc. Alexander advised he believes this to be an insurance issue and the consultant should be held accountable for their design.

Counc. Lewis asked if there was any effect on the ACOA grant. Treasurer MacDonald advised \$70,000 has been submitted for payment and the Town still has a holdback against the contractor. Counc. Lewis commended DRP Jensen on the quick response to save the lighthouse and requested a structural engineer review the deck area. Counc. Lewis suggested this is an example of the lowest bid not necessarily being the best for the Town. It was clarified this is additional money for this project that will be sourced from other 2014 capital projects that will not be completed.

**MOVED** by Counc. Alexander Mayor and Council authorize an additional \$50,000 to cover the cost of undertaking the work to replace the wall with money to be sourced from the 2014 capital plan from projects that will not be completed and FURTHER THAT the Mayor and Council authorize staff to take all courses of action to obtain the money from the contractor and designers on the original design.

#### ON THE QUESTION:

Town Manager Jarvie advised a number of options have been presented and the staff have chosen the Redi-Rock option, which is not necessarily the option the consultant would choose. He noted there is approximately \$90,000 in holdback against the contractor but there are two parties involved and the issue is with the consultant as the contractor did the work in accordance with the contract. Town Manager Jarvie suggested the motion may require discussion in a Closed Session of Council. He advised a report can be prepared for the next Council meeting and Council can decide if they wish to take further action. Town Manager Jarvie advised there is some difference of opinion between Town staff and the consultant as to the solution and negotiations will continue with the consultant. It was noted the consultant has been fully paid.

#### Motion WITHDRAWN.

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Grant Mayor and Council authorize an additional \$50,000 to cover the cost of the replacement wall with money to be sourced from the 2014 capital plan from projects that will not be completed. **NAY vote recorded from Counc. Alexander.** 

#### CARRIED.

# 9. NEW BUSINESS

#### 9.1 Oakville Acres Detention Pond Design – 2014

3 June 2014 Memorandum from DO McLean

**MOVED** by Counc. Wells and seconded by Counc. McGuire the proposal of CBCL for the 2014 Oakville Acres Detention Pond Project be accepted and that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

#### ON THE QUESTION:

There was a brief discussion with respect to whether this project was tendered. Town Manager Jarvie advised that CBCL has done all the work to date on the project and has significant knowledge on the project. The price was negotiated with CBCL, rather than starting again with a new consultant.

# NAY vote recorded from Counc. Lewis.

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# 9.2 Water Treatment Plant Upgrades (Contract W-2014-013/Consulting Fees)

- 6 June 2014 Memorandum from Town Manager Jarvie
- 3 June 2014 Memorandum from DO McLean
- 4 June 2014 Memorandum from DO McLean

**MOVED** By Counc. Alexander and seconded by Counc. Wells Council authorize staff to adjust the approved fee for CBCL to \$316,694.00, including HST, to complete the 2014 water treatment plant upgrade project, with funds to come from the utility fund reserve.

# ON THE QUESTION:

Counc. Alexander requested clarification on the costs. DO McLean advised the actual cost is \$289,000 plus the Town's portion of HST but the approval requires the full amount of \$316,694 which includes the full 13% HST. DO McLean noted this upgrade was approved by Council approximately a year and a half ago, and is Phase II of the project related to consulting work being done with respect to the building expansion and modifications inside the building. There is a separate contract for the work being done on the outside of the building. Clarification was provided on the costs and it was noted this request is for additional funds. DO McLean advised the project was let as two separate projects with the initial phase to perform underground pipe work and the second phase to improve water treatment processes inside the building and to include laboratory space. He advised the original budget was \$1.4 million and it is now \$1.53 million in total. Deputy Mayor Grant questioned if this is part of the "infrastructure deficit" being raised across the country. DO McLean advised that is not the case and the Town is working proactively so as to not have issues. He noted the water treatment process is first rate and the Town was an early adopter of this filtration process but there is a certain "life" associated with the process and now is the time for renewal of the system infrastructure. DO McLean also noted there is a requirement that the building should be built to post-disaster building code standards and the current building is not.

#### CARRIED.

**MOVED** by Counc. Alexander and seconded by Counc. McGuire Contract T-2014-013: Water Treatment Plant Upgrades be awarded to the low tenderer, ICR General Contractors Ltd., at the tendered price of \$1,039,600.00 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents, with the funds to come from the utility fund reserve.

#### ON THE QUESTION:

Counc. Lewis commented that the Town needs to ensure that contractors are capable of meeting the contract requirements and the lowest bid may not be the best option. Town Manager Jarvie advised a session should be held with Council to explain the tendering process and the limited amount of latitude available to Council when awarding tenders. He noted if Council does not choose the lowest tender, there has to be a substantive reason that can be proved in a court of law.

NAY vote recorded from Counc. Lewis.

# CARRIED.

#### **10. NEXT MEETING**

The next regular meeting of Council will be Monday, July 14, 2014.

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**11. ADJOURNMENT MOVED** by Counc. Gallagher Jette and seconded by Counc. Wells the meeting be adjourned.

CARRIED.

The meeting adjourned at 9:10 p.m.

MAYOR

CLERK