



ROTHESAY

COUNCIL MEETING
Rothesay Town Hall
Monday, July 9, 2018
7:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR GRANT BRENNAN
COUNCILLOR PETER J. LEWIS
COUNCILLOR TIFFANY MACKAY FRENCH
COUNCILLOR BILL McGUIRE
COUNCILLOR DON SHEA
COUNCILLOR MIRIAM WELLS

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

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

1. APPROVAL OF AGENDA

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

CARRIED.

2. ADOPTION OF MINUTES

➤ Regular Meeting 11 June 2018

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Open Session Council minutes of 11 June 2018 be adopted as circulated.

CARRIED.

➤ Business Arising from Minutes

Counc. Wells requested an update with respect to the Library Board's discussion regarding councillors holding Chair or Vice-chair positions. Counc. Shea reported that the Library Board meeting was cancelled.

Counc. Wells noted request from the June meeting for the formation of a Finance Committee. Counc. Wells commented on the valuable input provided by Committee members on various committees and her opinion that financial matters may not get the attention needed by reviewing in a large open session. Counc. Brennan commented the committee may have been dissolved in April but there was a unanimous vote in June to bring it back because there is no oversight. Mayor Grant advised it will be considered.

3. OPENING REMARKS OF COUNCIL

Mayor Grant noted the Fairweather Scholarship from the Town was awarded to Max Arsenault; and recent events including the Great Race, Canada Day celebrations on the Common, and the first night of the Concert on the Common series were well attended. She noted the successful completion of the Iona Avenue and Eriskay project and commended all involved. She further advised an ice-cream social will be held on July 19, 2018 at 6:45 p.m. prior to the St. Mary's Band concert on the Common to thank volunteers for helping with flood relief efforts. She encouraged all to attend. She reported submissions are being accepted for the 2018 Through the Lens photo contest; the deadline is August 24, 2018 and voting will take place August 29 – September 5.

3.1 Declaration of Conflict of Interest
N/A

4. DELEGATIONS
N/A

5. CORRESPONDENCE FOR ACTION

5.1 13 June 2018 Letter from Kennebecasis Valley Players RE: Upcoming shows and donation request

MOVED by Counc. Mackay French and seconded by Counc. McGuire a donation in the amount of \$500 be approved for the Kennebecasis Valley Players.

ON THE QUESTION:

There was a brief discussion with respect to previous donations provided to the organization, deferring the item to the Mayor, and protocol for the submission of grant applications. Concern was expressed that the organization did not submit a grant application as outlined in the Grants and Donations policy. Counc. Lewis suggested a letter be sent notifying the organization that future requests will not be considered unless proper procedures are followed.

NAY vote recorded from Counc. Wells.

CARRIED.

5.1.1 5 July 2018 Rothesay Yacht Club application for Rothesay Municipal Grant
MOVED by Counc. Lewis and seconded by Counc. Shea the funding request for \$200 be approved for the Rothesay Yacht Club.

ON THE QUESTION:

Mayor Grant noted the request is for the purchase of sailing trophies for a New Brunswick race with the request that she, as Mayor, award the trophies to participants. Deputy Mayor Alexander questioned if in the past Council has granted donations to private organizations. Counc. Shea noted a donation of roughly \$25,000 was provided to the organization in the past. Town Manager Jarvie clarified the funding was obtained from the Federal government and used for the removal of the wharf. He added the organization also provided resources.

NAY voted recorded from Counc. Brennan.

CARRIED.

5.2 22 June 2018 Letter from resident RE: Long term plan for private water system
MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the letter from resident RE: Long term plan for private water system dated 22 June 2018 be referred to staff.

CARRIED.

5.3 26 June 2018 Letter from Minister Fraser RE: 2019 Municipal Designated Highway Program
MOVED by Counc. Lewis and seconded by Counc. Wells the letter from Minister Fraser RE: 2019 Municipal Designated Highway Program dated 26 June 2018 be referred to staff.

CARRIED.

5.4 27 June 2018 Letters (3) from resident RE: Conditions in Wells with presentation
MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the letters (3) from resident RE: Conditions in Wells with presentation dated 27 June 2018 be referred to the Works and Utilities Committee.

ROTHESAY

Regular Council Meeting
Minutes

-3-

9 July 2018

ON THE QUESTION:

Counc. McGuire made the following comments: Mark Avenue is scheduled to be microsealed in 2019; the amount of signatures on the petition is not a fair representation of the amount of residents in the area; he is not aware of any other concerns regarding snow plowing in French Village; and residents typically assume the responsibility for ditch maintenance abutting on their properties. He expressed concern that the resident was unable to attend the meeting to discuss the matter. He clarified that he was not in favour of resurfacing Anna Avenue. Mayor Grant agreed with Counc. McGuire, noting she assumes responsibility for cleaning refuse from the ditches abutting her property. Counc. Wells commended Councils. Lewis and McGuire for their role in the progress of road maintenance in the Wells area. She commented that there have been various positive initiatives that have occurred in the Wells area.

CARRIED.

5.5

UMNB Zone 3 Proposed Resolution

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council endorse the following UMNB Zone 3 proposed resolution:

WHEREAS the Department of Transportation and Infrastructure administers funding annually for capital improvements to Provincial Highways in municipalities;

AND WHEREAS the Department annually invites municipalities to submit funding applications for projects to improve these highways;

AND WHEREAS municipalities wishing to see improvements to the Provincial Highways within their jurisdiction must apply annually for funding indicating whether or not and in what amounts the municipalities will contribute to the cost of said projects;

AND WHEREAS there are specific eligibility requirements for projects to be funded necessitating coordination with other municipal work;

AND WHEREAS it does not seem to be the practice of the Department to notify municipalities that are not to receive any funding;

THEREFORE BE IT RESOLVED that Zone 3 of the Union of Municipalities of New Brunswick adopt the following motion;

THAT the Department of Transportation and Infrastructure be requested to notify all municipalities that apply for funding under the Designated Highways program whether funding will be granted, such notification to be provided no later than July 15th each year;

AND THAT the Government of New Brunswick be asked to annually publish, before the end of the fiscal year, the projects funded under the Designated Highways program including the following for each project:

- a. the name of the municipality
- b. the amount of Government funding
- c. the amount of municipal funding
- d. a description of the work undertaken

ON THE QUESTION:

Mayor Grant expressed concern that the deadline of July 15th is progress however an earlier date is preferred. Deputy Mayor Alexander identified a typographical error in the fifth paragraph noting “seems” should read “seem”.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-4-

9 July 2018

6. CORRESPONDENCE - FOR INFORMATION

- 6.1 12 June 2018 Letter from the New Brunswick Medical Education Foundation Inc. (NBMEF) RE: Thank You – Town of Rothesay Medical Education Scholarship

MOVED by Counc. Mackay French and seconded by Counc. Wells the letter from the New Brunswick Medical Education Foundation Inc. (NBMEF) RE: Thank You – Town of Rothesay Medical Education Scholarship dated 12 June 2018 be received/filed.

CARRIED.

- 6.2 14 June 2018 Letter from the Regional Development Corporation RE: Infrastructure Bilateral Agreement Funding

MOVED by Counc. Mackay French and seconded by Counc. Lewis the letter from the Regional Development Corporation RE: Infrastructure Bilateral Agreement Funding dated 14 June 2018 be received/filed.

CARRIED.

- 6.3 22 June 2018 Letter from Counc. Wells RE: Age-Friendly Committee support for “T-time: Empowering Seniors with Sight Loss through Technology & Peer Support” Project

MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander the letter from Counc. Wells RE: Age-Friendly Committee support for “T-time: Empowering Seniors with Sight Loss through Technology & Peer Support” Project dated 22 June 2018 be received/filed.

CARRIED.

- 6.4 18 June 2018 Letter from CN RE: Rail Safety Week September 23-29 Proclamation
MOVED by Counc. Wells and seconded by Counc. Mackay French:

Whereas *Public - Rail Safety Week* is to be held across Canada and the United States from September 23 to 29, 2018;

Whereas it is in the public's interest to raise citizens' awareness on reducing avoidable accidents, injuries and damage caused by collisions at level crossings or incidents involving trains and citizens;

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the rail industry, governments, police services, the media and other agencies and the public to raise rail safety awareness;

Whereas CN has requested Town Council adopt this resolution in support of its ongoing effort to save lives and prevent injuries in communities, including our municipality;

It is hereby **RESOLVED** to support national ***Public - Rail Safety Week***, to be held from September 23 to 29, 2018.

ON THE QUESTION:

Mayor Grant acknowledged it is not typical practice of Council to read proclamations. She noted she requested the proclamation be read last year to encourage rail safety as it is a prominent issue within the Town.

NAY vote recorded from Counc. McGuire.

CARRIED.

7. REPORTS

- 7.0 July 2018 Report from Closed Session
N/A

ROTHESAY

Regular Council Meeting
Minutes

-5-

9 July 2018

7.1 28 May 2018 Fundy Regional Service Commission (FRSC) Board Meeting minutes
MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Fundy Regional Service Commission (FRSC) Board Meeting minutes dated 28 May 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes. He commented on the short duration of the open session meeting and noted the closed session portion of the meeting was significantly longer. He added there was no interest among members to assume the position of Chair or Vice-chair thus the previous elected members will continue to assume the roles.

CARRIED.

7.2 23 May 2018 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
Meeting Minutes
31 May 2018 KRJBPC Statement of Financial Position
14 June 2018 KRJBPC Call Report

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes dated 23 May 2018, the KRJBPC Statement of Financial Position dated 31 May 2018, and the KRJBPC Call Report dated 14 June 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes. He noted a report was requested identifying the tender process for vehicle purchases and it is expected to be received in September as there will be no meetings in July or August.

Council inquired about the agreement with Quispamsis regarding fuel, Chief Gallant's recommendation for a shared EOC with Quispamsis, and Chief Gallant's direction with the KRJBPC budget. Deputy Mayor Alexander noted: Quispamsis has a fuel station similar to Rothesay's diesel storage tank and the KRJBPC is investigating renewal of the existing agreement to purchase fuel from Quispamsis; the Chief suggested the two municipalities investigate sharing a common EOC; and the Chief indicated that some expenditures may be over-budget but the excess costs could be compensated by items that are under-budget. Deputy Mayor Alexander indicated the Chief's intention is to ensure the budget is balanced. Counc. Brenan suggested the KRPF investigate possible "fleet discounts" through Irving for the provision of fuel. He stressed the importance of oversight required during budget revisions. Deputy Mayor Alexander noted the Board provides oversight for budget decisions.

CARRIED.

7.3 31 May 2018 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Counc. Wells and seconded by Counc. Mackay French the draft unaudited Rothesay General Fund Financial Statements dated 31 May 2018 be received/filed.

ON THE QUESTION:

Treasurer MacDonald briefly reviewed the draft unaudited General Fund Financial Statements. He noted additional revenue was received from building permits; and to date the Town has incurred expenses of approximately \$309,620 for flood relief efforts. He added it is expected a significant portion of the costs will be recovered through the Provincial Disaster Assistance (DFA) program or the Town's insurance policy. Counc. Brenan inquired about the negative variances of \$8,102 for Recreation – Administration and \$9,469 for the Memorial Centre. Treasurer MacDonald noted the Recreation variance is related to the timing of seasonal positions between departments; one department may be over-budget while another department may be under-budget; and the total expenditure is under-budget for all departments. Town Manager Jarvie advised the purchase of a fridge and heat pumps for the Memorial Centre are part

ROTHESAY

Regular Council Meeting
Minutes

-6-

9 July 2018

of regular maintenance, not flood relief efforts. Counc. Brenan inquired about the status of the Finance Committee. Mayor Grant noted the request will be reviewed.

CARRIED.

31 May 2018 Draft unaudited Rothesay Utility Fund Financial Statements

MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander the draft unaudited Rothesay Utility Fund Financial Statements dated 31 May 2018 be received/filed.

ON THE QUESTION:

Treasurer MacDonald briefly reviewed the draft unaudited Utility Fund Financial Statements. He highlighted: revenue from connection fees is over-budget; building permit and connection fees are typically budgeted conservatively; approximately \$50,000 is the cost for the infiltration study during this period; and the infiltration study cost was reimbursed by grants. Mayor Grant commented that the excess revenue from connection fees is typically transferred to the Utility Reserve at the end of the year. Counc. Brenan questioned the negative variance for Transmission and Distribution. Treasurer MacDonald advised the variance is to cover the cost of leak repairs that have been identified by Town staff. He noted it is a timing issue and the overall expenditure is not expected to be over-budget.

CARRIED.

28 June 2018 Compliance Report

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Compliance Report dated 28 June 2018 be received/filed.

CARRIED.

30 June 2018 Donation Summary

MOVED by Counc. Mackay French and seconded by Counc. Wells the Donation Summary dated 30 June 2018 be received/filed.

CARRIED.

7.4 19 June 2018 Draft Parks and Recreation Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. Mackay French the Draft Parks and Recreation Committee Meeting Minutes dated 19 June 2018 be received/filed.

ON THE QUESTION:

Counc. Wells gave a brief summary of the minutes. Mayor Grant requested clarification with respect to the pickleball court in Wells. Counc. Wells noted the lines have been painted for a pickleball court; and the Committee was informed a community group may be interested in providing funds to purchase windscreens for the court. There was a brief discussion with respect to the increasing popularity of birding as a recreational activity among residents.

CARRIED.

➤ Benches

MOVED by Counc. Wells and seconded by Counc. McGuire an amount of \$10,000 be included in the 2019 capital budget for the installation of 7 benches and 6 garbage receptacles along the section of road between Renforth Park and Vincent Road.

ON THE QUESTION:

In response to an inquiry, Counc. Wells noted residents are able to purchase benches. She added the initiative has been promoted on the Town's social media. Counc. Mackay French suggested the cost of the benches be posted on social media to inform residents. It was noted the cost is approximately \$800.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-7-

9 July 2018

7.5 20 June 2018 Draft Age Friendly Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the Draft Age Friendly Committee Meeting Minutes dated 20 June 2018 be received/filed.

ON THE QUESTION:

Counc. Wells gave a brief summary of the minutes. She noted the Committee has agreed upon "the Hive" as the name for the Seniors Resource Centre; and logos will be discussed at the July 18, 2018 meeting. She added it is expected the Centre will be open before the end of the year.

CARRIED.

➤ Hampton Road flashing lighted crosswalk near Town Hall

Mayor Grant suggested the discussion with respect to the Hampton Road crosswalk be deferred until the Works and Utilities Committee reviews the report to be prepared for its August Committee meeting. There was consensus to defer the discussion.

7.6 20 June 2018 Draft Works and Utilities Committee Meeting Minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Draft Works and Utilities Committee Meeting Minutes dated 20 June 2018 be received/filed.

CARRIED.

➤ Gondola Point Road Sidewalk Extension

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council consider the installation of a sidewalk from 177 Gondola Point Road to Miller Park Drive based on a cost estimate provided by the Director of Operations.

MOTION WITHDRAWN.

7.6.1 4 July 2018

Gondola Point Road Sidewalk Extension report prepared by DO McLean

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Mayor and Council authorize the Director of Operations to create a change order to the 2018 Asphalt Resurfacing Contract in the amount of \$24,734.20 plus blending costs, to construct a concrete sidewalk along Gondola Point Road from the Driveway of the "Meadows" at civic 175/177 to Miller Park Drive.

ON THE QUESTION:

Counc. Shea questioned if the change order will impact the existing items in the contract. Town Manager Jarvie advised the tender was awarded under-budget thus the item will be added and will not replace any existing items in the contract. Counc. Lewis inquired about procedure and questioned if a tender should have been issued. Treasurer MacDonald noted the existing tender permits the negotiation of additional work.

NAY votes recorded from: Councs. Brenan and Lewis.

CARRIED.

7.7 3 July 2018

Draft Planning Advisory Committee Meeting Minutes

MOVED by Counc. Shea and seconded by Counc. Mackay French the Draft Planning Advisory Committee Meeting Minutes dated 3 July 2018 be received/filed.

CARRIED.

7.8 June 2018

Monthly Building Permit Report

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Monthly Building Permit Report dated June 2018 be received/filed.

ROTHESAY

Regular Council Meeting
Minutes

-8-

9 July 2018

ON THE QUESTION:

Mayor Grant noted the value of construction is roughly double the amount reported at this time last year.

CARRIED.

7.9 4 July 2018 Capital Projects Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Capital Projects Summary dated 4 July 2018 be received/filed.

ON THE QUESTION:

Counc. Lewis inquired why pipes were not installed to supply Town water along Iona Avenue. Town Manager Jarvie advised that it would require an additional cost that was not included in the budget. He reported residents were polled and there was minimal interest in connecting to Town water. Counc. Lewis noted he understood that it was standard practice to install Town water lines during any major road reconstruction project to avoid damage to the roads in the future if requests for connections arise. He further noted residents in other areas are required to pay a standard fee if Town water is available and they choose not to connect. Town Manager Jarvie advised there were varying circumstances for the areas referenced by Counc. Lewis. Counc. Lewis stated his disagreement and noted he is of the opinion water lines should be installed during major road reconstruction projects if the infrastructure does not already exist. Counc. Wells commented that it is likely Town water connections will be discussed at the next Works and Utilities Committee meeting.

Counc. Brenan requested clarification with respect to the repaving of the Town Hall parking lot. DO McLean noted the item was an addition to the existing contract because the tender awarded was under-budget. In response to an inquiry, DO McLean elaborated on the addition of the Town Hall parking lot to the existing 2018 Asphalt contract.

CARRIED.

7.10 Spring 2018 Draft Communications Committee Final Report

MOVED by Counc. Mackay French and seconded by Counc. Shea the Draft Communications Committee Final Report dated Spring 2018 be received/filed.

ON THE QUESTION:

Counc. Mackay French gave a brief summary. She thanked Committee members and Town staff for their work on the Committee. She noted L. Hrabluk has created a Communications Strategy that will be discussed as the next item on the agenda. She added Kate Goodine, student at Rothesay High School and member of the Parks and Recreation Committee was engaged by L. Hrabluk to create content for the Town. Counc. Mackay French noted the strategy will use Key Performance Indicators (KPIs) to evaluate success and also that L. Hrabluk has requested a brainstorming session with Council to review the strategy and identify key stakeholders. Mayor Grant thanked the Committee for their hard work, noting this was the first committee appointed after the 2016 election to work on communications.

CARRIED.

7.10.1 July 2018 Networked Communications and Engagement Strategy

MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander Council accept the Networked Communications and Engagement Strategy dated 1 July 2018, at a cost not to exceed \$20,000.

ON THE QUESTION:

Counc. Mackay French clarified that L. Hrabluk removed herself from discussions regarding her submitted proposal. She noted the request for proposals (RFP) for the communication plan received one

ROTHESAY

Regular Council Meeting
Minutes

-9-

9 July 2018

submission that the Committee deemed inadequate. She added L. Hrabluk offered her services by submitting a proposal to the Committee. Mayor Grant commented on the Plan's upcoming strategy workshop and encouraged Council members to attend to discuss Rothesay's "brand".

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

8.1 Rothesay Arena/Wellness Centre

6 July 2018	Memorandum from Town Manager Jarvie
2 July 2018	Email from Counc. Shea RE: Request for update on Arena project
2 January 2018	Memorandum from Counc. Shea RE: Rothesay Arena

MOVED by Counc. McGuire and seconded by Counc. Wells Item 8.1 Rothesay Arena be removed from the table.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council authorize an expenditure of \$9,900 plus HST to have the 2014 schematic design prepared by Murdock Boyd Architects for the Rothesay Wellness Centre revised to reflect a lesser scope of work suitable for a call for proposals for contract management for a replacement facility.

ON THE QUESTION:

There was discussion with respect to the following: the 90 day deadline for a feasibility report for construction of a new arena; the delay of the application's review by the Regional Development Corporation; concern that authorizing additional expenditures without a specific plan is a waste of resources; and an interest in determining upcoming federal and provincial infrastructure priorities. Counc. Wells suggested Council focus on promoting the two projects – the arena, and the Wastewater Treatment Plant – rather than overwhelm other levels of government for funding requests for numerous projects. She added it may be advantageous to use techniques in the Communications Strategy to create a cohesive message to encourage funding for the projects. Council expressed concern that considerable funds have been spent to date regarding the arena project without significant progress. There was general discussion with respect to the arena expenditures to date.

Town Manager Jarvie advised: staff investigated options for a "kit" arena with a cost not to exceed \$8 million dollars; a contract management approach was determined to be a preferred method to control costs; and revised requests were submitted to the Provincial government identifying a reduction in the size of the project. Counc. McGuire agreed that the allocation of \$10,000 may be premature until the next steps in the process have been confirmed. Counc. Lewis expressed concern that the letter from the Regional Development Corporation did not specify an estimated time frame for a decision. He stressed the importance of advancing the project in a timely manner. He noted he was not in favour of spending an additional \$10,000 without confirming the next steps in the process.

YEA vote recorded from Deputy Mayor Alexander.

NAY votes recorded from Councs. Brennan, Lewis, McGuire, Mackay French, Shea and Wells.

DEFEATED.

It was suggested that the Provincial election candidates be invited to determine their priorities and how they fit with Rothesay's priorities.

MOVED by Counc. McGuire and seconded by Counc. Wells an invitation be sent to Ted Flemming and Stephanie Tomilson to attend the August Council meeting.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-10-

9 July 2018

9. NEW BUSINESS

9.1 Gondola Point Road Watermain Extension

4 July 2018 Report prepared by DO McLean

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Mayor and Council authorize the Director of Operations to create a change order to the 2018 Asphalt Resurfacing Contract in the amount of \$128,500 plus HST, to connect two dead end watermains along Gondola Point Road.

ON THE QUESTION:

Counc. Shea questioned if a tender was issued. Town Manager Jarvie advised the tender for the 2018 Asphalt Resurfacing Contract includes unit prices for asphalt, concrete, and other items. Counc. Lewis noted he is not in favour of awarding a contract without issuing a tender. He noted other contractors are not able to submit a bid without the issuance of a tender and it does not encourage competitive pricing. Deputy Mayor Alexander noted companies had the opportunity to submit bids during the issuance of a tender for the 2018 Asphalt Resurfacing Contract. He added the recommendation is for a change order to the existing contract. Town Manager Jarvie advised the change order is a result of the reasonable pricing received for the contract, as well as to eliminate the need to dig up the road in the future to connect the dead end watermains. Counc. Brennan noted due to the considerable cost of the project it may be advantageous to issue a tender which could result in lower unit costs. Counc. Wells commented on the convenience of an individual company completing the work during a single project. There was a brief discussion with respect to the standard practice of issuing tenders for projects exceeding \$100,000. It was noted that a tender was issued for the 2018 Asphalt Resurfacing Contract. Counc. McGuire noted it is beneficial to take advantage of the reasonable unit prices received through the 2018 Asphalt Resurfacing Contract. Counc. Lewis indicated as construction season has begun, contractors may submit lower prices if a tender is issued mid-season. Counc. McGuire noted it is at the discretion of the contractor thus prices could also rise mid-season.

YEA votes recorded from: Deputy Mayor Alexander and Councs. Mackay French, McGuire, and Wells.

NAY votes recorded from: Councs. Brennan, Lewis, and Shea.

CARRIED.

9.2 Engineering Design and Construction Management Services 2019 Asphalt Resurfacing and Microseal Placement Program

5 July 2018 Report prepared by DO McLean

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the proposal submitted by Crandall Engineering Ltd. in the amount of \$149,511.50 including HST for the 2019 Asphalt Resurfacing and Microseal Placement project be accepted and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

ON THE QUESTION:

Mayor Grant highlighted the preliminary and detailed design portion of the work to be completed under the consultant engagement in 2018 is \$49,952.99 and is included in the 2018 budget. She added the remainder of the value \$85,629.23 for project management will be included as part of the overall construction budget proposed for the future as this portion of the work will not be completed until the project moves forward.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-11-

9 July 2018

10. NEXT MEETING

The next meetings are scheduled as follows:

Regular meeting

Monday, August 13, 2018

Public Hearing – Bridlewood Estates

TBD

11. ADJOURNMENT

MOVED by Counc. Mackay French and seconded by Counc. McGuire the meeting be adjourned.

CARRIED.

The meeting adjourned at 8:20 p.m.



MAYOR



CLERK