

**TOWN OF LUNENBURG COUNCIL MEETING MINUTES**

**TUESDAY, JULY 21, 2020 AT 2:00 P.M.**

**VIA AUDIO/VIDEO CONFERENCE DURING COVID-19 PANDEMIC**

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**PRESENT:** Mayor Rachel Bailey  
Councillor Ronnie Bachman  
Councillor Danny Croft  
Deputy Mayor John McGee  
Councillor Peter Mosher  
Councillor Matt Risser

**ALSO PRESENT:** Lisa Dagley, CPA, CGA, Finance Director  
Heather McCallum, Assistant Municipal Clerk  
Bea Renton, Chief Administrative Officer  
Ian Tillard, P. Eng., Town Engineer Consultant

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1. Call to order

The Mayor called the meeting to order at 2:00 p.m.

2. Acknowledgement of Mi'kma'ki the ancestral and unceded territory of the Mi'kmaq People

The Mayor offered introductory remarks regarding the unceded territory of the Mi'kmaq and welcomed everyone to the meeting.

3. Agenda

**Motion:** moved by Councillor Risser, seconded by Councillor Croft to approve the agenda as circulated. **Motion carried.**

4. Brook Street pump station and related infrastructure proposed tender award

The TE summarized his report (**Schedule "A"**) for Council consideration. He explained that to reduce costs, some of the work will be done by Public Works, some by the proposed contractor with senior government funding and the balance deferred for future budget approval.

**Motion:** moved by Councillor Risser, seconded by Councillor Mosher that Council approves the award of a contract to Dexter Construction for the Brook Street Drainage Improvements in the amount of \$144,900, plus applicable taxes (**Schedule "A"**).

The Town Engineer advised that Design Point Engineering will help supervise this tendered work.

The motion was put and passed.

5. Adjournment

Motion: moved by Councillor Risser, seconded by Councillor Bachman to adjourn the meeting. Motion carried.

The meeting was adjourned at 2:16 p.m.

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Bea Renton, CAO

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Meeting: July 21, 2020 Council  
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JL  
File: Wastewater

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## MEMORANDUM

**TO: TOWN COUNCIL**

**FROM: IAN TILLARD, P.ENG., TOWN ENGINEER CONSULTANT**

**DATE: JULY 17, 2020**

**RE: BROOK STREET DRAINAGE IMPROVEMENTS**

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### **1. FACTS**

The Design Point report on the sanitary and storm systems around Brook Street from 2019 pointed out a number of deficiencies with the sanitary and storm collection systems. Subsequent to that, Council approved the engineering work to undertake some of the recommendations from the Design Point Report and that design work was completed earlier this spring and tendered. There were two recommendations from the report that was included in the engineering work and the tender and they were called CSK02 work (work around the Brook Street Pump House) and CSK05 work (work around Tannery road and Knickle Street for sanitary and storm separation)

Originally one of the recommendations from the Design Point Report (CSK01 work – which is the installation of an overflow pipe near Brook Street Pump House) was going to be done in-house as it was deemed more cost efficient and a relatively smaller piece of the work that would take the PW crew 3 days or less to complete. However as a result of the COVID situation, this decision was reversed and this scope got added to the tender.

Two tenders were submitted to Lunenburg, both by reputable companies and both well in excess of the estimate provided by the engineers. One bid was approximately ½ of the price of the other bidder but still well in excess of the estimate. Upon further examination with the low bidder the main factors were determined to be; COVID conditions and the effect on the efficiency, environmental conditions as a lot of the work is in wet conditions near seal level and time of year where unit rates are higher.

Subsequent to the submissions, the engineers redesigned the work

- to include only the critical functional elements from the CSK02 work thereby leaving out some of the elements which are not functional elements but more condition renewal elements such as the re-building of one large catch basin

- remove CSK01 work which will now be complete by the PW crew and will be scheduled at a later date in August
- remove the CSK05 work which will have to be differed
- remove the supply of two long lead items, which PW and Procurement have gone ahead and ordered directly from the supplier eventually to be turned over to the contractor
- received a revised submission from the low bidder based on the revised scope. The draft contract has been adjusted to reflect the revised scope and price.

## **2. ISSUES AND OPTIONS ANALYSIS**

The approved budget for CSK01 & CSK02 is \$125,000 (75% CWWF and 25% Deed Transfer Tax) and the approved budget for CSK05 is \$60,000 (100% Deed Transfer Tax) for a total of \$185,000.

The re-negotiated price for the revised scope, plus the CSK01 work (to be done by the PW crew) and the purchase of two check valves are within the established budget of \$185,000. The breakdown is:

1. Contractor (Dexter Construction): \$144,900
2. Direct Purchase of Valves: \$17,684
3. TOLPW material and labour for CSK01 work: \$5,000
4. Sub-total of; \$167,584 plus tax for an approximate total of \$174,900.

Time is of the essence as the deadline for the CWWF portion of the funding is 31 August 2020.

There is currently no other option to complete this work and utilize the CWWF funding that is a part of the established budget amount.

As a result of this, some of the recommendations in the Design Point Report that were going to be undertaken will not be done under the revised scope and this work will have to be deferred. Note that there are also other recommendations in the report that were never included in the work plan because of budget limitations.

## **3. FINANCIAL IMPACT**

The work can be completed within budget however there are items that will have to be deferred and obviously picked up in another budget year.

Council approval is required to award the tender because it will be over \$100 K plus HST.

## **4. STRATEGIC PLAN RELEVANCE**

- 5) Operate the Town efficiently and effectively by:
  - A. Making best use of Town-owned buildings and land.
  - B. Continually and strategically maintaining and upgrading community infrastructure

## 5. RECOMMENDATION AND DRAFT MOTION

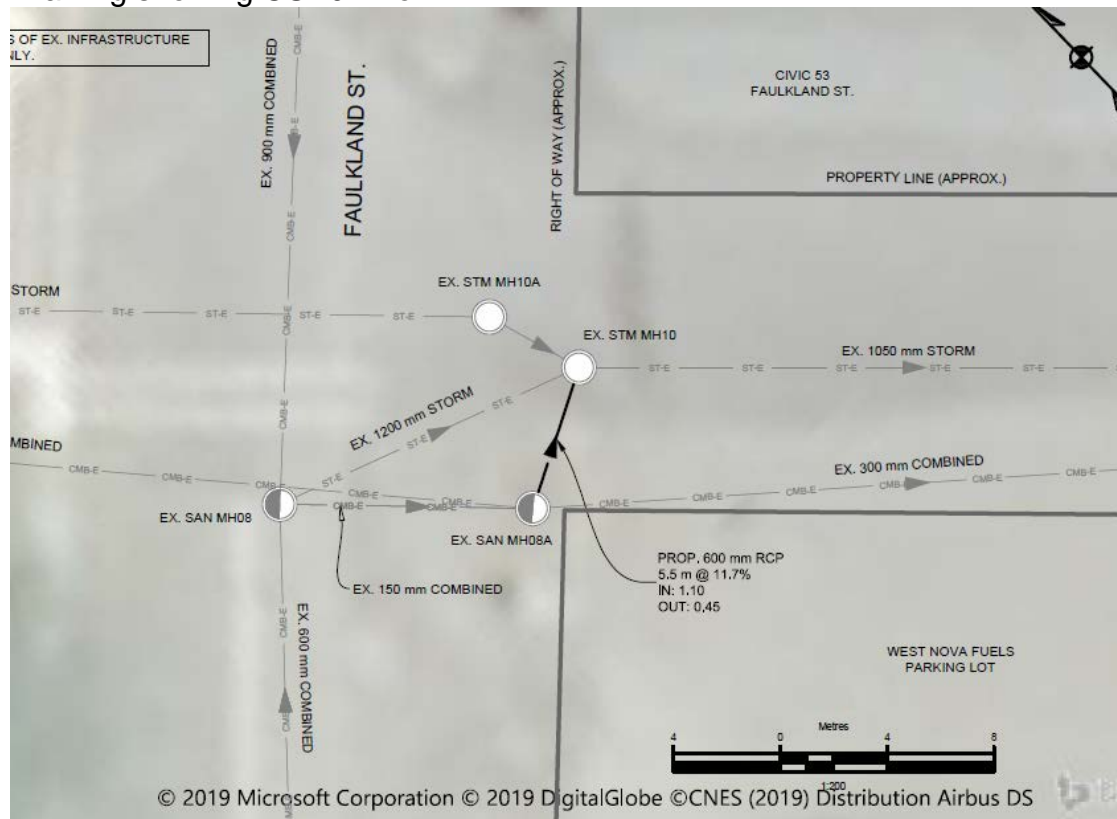
It is recommended that Council approve:

Draft Motion:

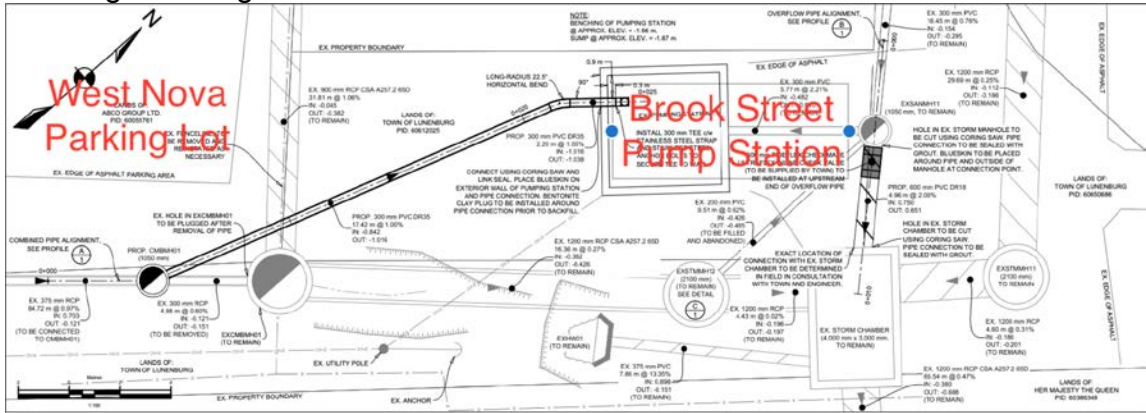
**That council approve the award of a contract to Dexter Construction for the Brook Street Drainage Improvements to Dexter Construction in the amount of \$144,900 plus applicable tax.**

Attachments showing the scopes of work

Drawing showing CSK01 work:



Drawing Showing CSK02 revised work:



Drawing Showing CSK05 work that is deleted from the revised scope:

