



CITY OF BROOKS
Council Committee
February 23, 2021
NOTES

MEMBERS OF COUNCIL

Present:

- Mayor Barry Morishita
- Deputy Mayor Dan Klein
- Councillor John Petrie
- Councillor Jon Nesbitt
- Councillor Bill Prentice
- Councillor Norm Gerestein
- Councillor Joel Goodnough

CITY STAFF

Present:

- Alan Martens, CAO
- Amanda Peterson, Deputy CAO
- Amy Rommens, Manager of Administration/Recording Secretary
- Shelley Thomas, Manager of Finance
- Don Saari, Manager of Works and Utilities
- Alicia Bartlette, Manager of Planning and Engineering
- Bruce Thiessen, IT Supervisor
- Pete Thompson, Community Peace Officer
- Logan Grant, Community Peace Officer
- Alexis Wandler, Bylaw Enforcement Officer

Mayor Barry Morishita called the meeting to order at 9:00 a.m.

1. TRAFFIC BYLAW AMENDMENT

- ✚ A. Rommens noted that the Provincial Government is making changes to Alberta licence plates and that year stickers are no longer required to be displayed. Previously, it was an offence not to have the current year sticker displayed on a licence plate. The Traffic Bylaw is being updated to state that it is an offence to have an unregistered licence plate on a highway, rather than stating it is an offence to have an expired licence plate.
- ✚ Discussion was held regarding the cost of licence plate readers, as this is not a piece of equipment that Municipal Enforcement currently has.
- ✚ Discussion was also held on the potential lost revenue from this change, as Municipal Enforcement Officers would be required to look up each licence plate, rather than referring to the year sticker, to determine if a vehicle is unregistered.
- ✚ It was recommended that Administration determine the cost of licence plate readers and estimate the potential lost revenue due to this change.

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MOVED BY COUNCILLOR GERESTEIN that Bylaw 21/03 be forwarded to Council for formal approval.

MOTION CARRIED

2. A TO ZED STORM SEWER PROJECT – TENDER RESULTS

- ✚ A. Bartlette noted that two tenders were received for the A to Zed Storm Sewer Project. This will include the replacement and extension of the storm main. The line will be extended from the intersection of 5th Street East and 2nd Avenue East, east to the existing storm water management facility, McKay Pond. The budget for the project is \$1,574,000, including engineering costs. The engineering costs for this project are \$93,000.
- ✚ It was noted that an upgrade to McKay Pond is not required at this time, but it was a recommendation in the Storm Water Master Plan to provide an outlet for McKay Pond in the future.
- ✚ Discussion was held regarding the cost increase of \$332,619.59 from the original budget. It was noted that the overage can be funded from the Federal Gas Tax.

MOVED BY COUNCILLOR PRENTICE that the A to Zed Storm Sewer Project Tender be awarded to Brooks Asphalt and Aggregate Ltd. In the amount of \$1,813,619.50, excluding GST and that the item be forwarded to Council for formal approval.

MOTION CARRIED

3. GARBAGE TRUCK TENDER

- ✚ D. Saari noted that six tenders were received for a garbage truck; however, three were over budget and two could not supply garbage trucks until mid-2022, or longer. The budget for the garbage truck is \$340,000.
- ✚ The recommended tender is from Summit Motors to supply a 2020 NTM Packer mounted on a 2021 International Truck. It was noted that repairs can be completed locally in Brooks, for the truck and body.
- ✚ It was also noted that the current truck will either be taken to auction or placed online for purchase.

MOVED BY COUNCILLOR PETRIE that the Garbage Truck Tender be awarded to Summit Motors LTD. for the purchase of a 2020 NTM Packer on a 2021 International Truck in the amount of \$337,584.72, excluding GST, and that the item be forwarded to Council for formal approval.

MOTION CARRIED

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4. **BACKHOE TENDER**

- ✚ D. Saari noted that three tenders were received for the purchase of a backhoe. One tender did not meet specifications and the other two are equivalent to the City's current backhoe and are 2021 models. The budget for the backhoe is \$190,000.

MOVED BY COUNCILLOR KLEIN that the Backhoe Tender be awarded to Brandt Tractor LTD. for the purchase of a 2021 John Deere Backhoe in the amount of \$183,460, excluding GST, and that the item be forwarded to Council for formal approval.

MOTION CARRIED

5. **SUNNYLEA AND MEADOWBROOK LIFT STATION UPGRADES**

- ✚ D. Saari noted that seven tenders were received for the Meadowbrook and Sunnylea Lift Station Upgrades. The budgets for the upgrades are \$321,000 and \$355,000, respectively.
- ✚ Discussion was held regarding the upgrades to each location. The Meadowbrook Lift Station is receiving all new valves, adding air release valves and valves to isolate the two pumps from each other and upgrading some piping and the sump pump. Sunnylea is receiving a complete overhaul, with everything mechanical being replaced, new ladders to the wet well and dry well and a new platform in the wet well.

MOVED BY COUNCILLOR PRENTICE that the Tender for the Sunnylea and Meadowbrook Lift Station Upgrades to awarded to Knibb Developments Ltd, in the amount of \$541,500, and that the item be forwarded to Council for formal approval.

MOTION CARRIED

6. **PURCHASING POLICY L-001-014(D)**

- ✚ B. Morishita noted that this item was added to the agenda to discuss streamlining the process for tenders if the purchase has been approved in the budget, the tender is within budget and the project/purchase has not changed in scope. The current Policy states that purchases over \$50,000 must be approved by Council.
- ✚ Discussion was held on other instances that may require the item to be brought to Council, such as not accepting the lowest tender as well as Requests for Proposals.

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Administration will review the Purchasing Policy and provide different options to update the Policy and bring to a future Council Committee Meeting for discussion.

ADJOURNMENT

MOVED BY COUNCILLOR NESBITT that the meeting adjourn at 9:41 a.m.

MOTION CARRIED