Resort Village of Elk Ridge

Meeting Agenda

November 1, 2022 at 10:00 a.m. – Special Meeting – Elk Ridge Golf Resort

1. **Call to Order –** The Mayor called the meeting of Council to order.
2. **Approval of Agenda:**

MOTION: That the agenda for this meeting be approved as presented.

1. **Adoption of Minutes:** None
2. **Declaration of Conflict of Interest:** None
3. **Delegations Scheduled:** None
4. **Public Hearings:** None
5. **Public Acknowledgements:** None
6. **Business Arising from Minutes:** None
7. **New Business:**

**9.1 –** Winter Road Maintenance RFP.

1. **Motions:** None
2. **Administration Reports:** None
3. **Financial Reports: None**
4. **Reading of Bylaw(s):**None
5. **Notice of Motion:** None
6. **Inquiries:** None
7. **In camera:** None
8. **Information Items/Correspondence:** None
9. **Adjournment**

**DECISION ITEM**

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| **Subject** | 2022-2024 Winter Road Maintenance Contract |
| **Council Meeting Date Presented:** | October 25, 2022 |
| **Agenda Item:** | 9.1 |
| **Prepared By:** | Heather Scott CAO |

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| **BACKGROUND:*** The Winter Road Maintenance Request for Proposal was posted Tuesday, September 21, 2022 with closing date extended to October 21, 2022.
* The RFP was posted to SaskTenders and to the municipal website and at the office.
* Copies of the RFP were also sent to the 2021/2022 contractor as well as any other local contractors who may be interested in submitting a proposal.
* Source Corrosion who had the 21/22 contract declined to enter a submission but was sent a copy and also advised that they would share with any local contractors that they may know of.
* Two contractors submitted proposals prior to the deadline and both competitors met the submission requirements under the RFP.
* Both congtractors met the as detailed below:

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| Number | Name | Equipment | Notes: |
| 1 | Lakeland Excavating Services, Christopher Lake, SK | CAT 299 Skidsteer - $110/hr + GSTCAT 259 Skidsteer - $110/hr + GSTCAT 257 Skidsteer - $110/hr + GSTEquipment Notes: 1-2 Operators AvailableBackup Machines in event of breakdowns. | - Proof of Insurance and WCB Clearance Provided. - Response time 4-6 hours following snowfall. If snow stops at night, first thing in the morning. - Crusher Dust for sanding roads ($49/yard + gst)- Delivery charge $110/hr (2 hrs)- Sand delivered and stock piled at golf course to treat slippery conditions after each snow removal. - 15+ years experience. |
| 2 | BlackPine Services, Christopher Lake, SK  | Skidsteer - $100/hr + GSTTwo Skidsteers available if needed. Equipment Notes:Skidsteer has 9ft snow blade for snow removal.  | - Proof of Insurance and WCB Clearance Provided.- Response time 1-4 hours. If snow stops at night, first thing in the morning.- Sand $45/yard. $100/hr for any require sanding.- 18+ years of experience. |

* Source Corrosion who held the contract for the 2021/2022 season charged $95/hr. Source ended up working 96 hours from November 2021 – December 2021 for a total of $9120 + taxes and 170 between January 1 and March 29, 2022 for a total of $16,150 plus taxes.
* Budget estimates for 2022/2023 season will be based on the 2021/2022 totals of 266 hours.
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| **BUDGET & OTHER CONSIDERATIONS:*** Lakeland Excavating – 266 x 110 = $29,260 + taxes and $588 for sand based on 12 loads.
* BlackPine Services – 266 x 26,600 + taxes and $540 for sand based on 12 loads.
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| **RECOMMENDATION:*** The Public Work Committee met on October 25th, 2022 to review the submissions and is recommending that the contract be awarded to Lakeland Excavating based on the following:
* There is a lower risk in contracting Lakeland Excavating as they are familiar with the community and know what the job all entails.
* Lakeland Excavating has had this contract in the past and provided satisfactory service.
* The crusher dust gravel is important as there have been past complaints with larger stones being left on residents lawns and on the roadway.
* The committee believes the contractor understands the residents in the community and their expectations for service.
* Lakeland has indicated that they have a second operator available in the event of a heavy snowfall.
* Lakeland has been known to deal with the public in a polite and respectful manner.
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| **PROPOSED MOTION:*** That Council authorize the Resort Village of Elk Ridge to enter into an agreement with Lakeland Excavating Services Ltd. For Winter Road Maintenance for the 2022-2023 and 2023-2024 Winter Seasons.
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| **Respectfully Submitted by: Heather Scott, CAO** |

Public Works Advisory Committee

Meeting Minutes

October 25, 2022 at 3:35 p.m. in the Resort Village of Elk Ridge Office

Present: Councillor Ross Hewett

 Councillor Margaret Smith-Windsor

 Heather Scott, CAO

1. **Call to Order –** Councilor Hewett called the meeting of the Transition Advisory Committee to order at 3:35 p.m.
2. **Delegations: N/A**
3. **Approval of Agenda:**

SMITH-WINDSOR: That the agenda for this meeting be approved as presented.

SECONDED: HEWETT CARRIED

1. **Adoption of Minutes:**
2. **Business Arising from Minutes:**
3. **Action/Motion Items:**

**6.1 – RFP Winter Road Maintenance Review.**

HEWETT: That the Committee recommend the Winter Road Maintenance Contract be awarded to Lakeland Excavating Services Ltd. For the 22/23 and 23/24 winter seasons.

SECONDED: SMITH-WINDSOR CARRIED

1. **Correspondence: N/A**
2. **Other Business:**
3. **Adjournment**:

SMITH-WINDSOR: That the meeting adjourn at 4:12 p.m.

SECONDED: HEWETT

 CARRIED

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**Chairperson CAO**