



**MINUTES
EIGHTEENTH MEETING OF 2008
CORPORATE SERVICES COMMITTEE OF THE WHOLE**

The Committee of the Whole met in “special” session on Wednesday, October 22nd, 2008 at 5:00 p.m. at the Lanark County Municipal Office, 99 Christie Lake Road, Perth, Ontario.

Members Present: Chair A.Lunney, Warden B. Fletcher, G. McConnell, A. Churchill, P. Dulmage, E. Sonnenburg, R. Kidd, S. Mousseau, S. Freeman, K. Kerr, W. Laut, J. Fenik, B. Dobson, J. MacTavish, B. Hurrle and B. Horlin.

Staff/Others Present: P. Wagland, Chief Administrative Officer,
C. Ritchie, Clerk,
L. Crosbie-Larmon, Director of Human Resources
S. Law, Director of IT
K. Greaves, Director of Finance/Treasurer
S. Allan, Director of Public Works
R. Hannah, Emergency Services Coordinator,
L. Drynan, Deputy Clerk
K. Stewart, IT Coordinator.

Regrets: Smiths Falls Representatives K. Graham and J. Traynor

CORPORATE SERVICES COMMITTEE

Chair: Councillor A. Lunney

1. CALL TO ORDER

The meeting was called to order at 5:06 p.m.
A quorum was present.

2. DISCLOSURE OF PECUNIARY INTEREST

None at this time.

3. ADDITIONS AND APPROVAL OF AGENDA

MOTION #CP-2008-343

MOVED BY: Bob Fletcher
SECONDED BY: Brenda Hurrle

“**THAT**, the agenda be adopted as presented.”

ADOPTED

4. PRESENTATIONS & DELEGATIONS

None.

5. CONFIDENTIAL REPORTS

- i) CONFIDENTIAL: Property Matter (verbal)
Director of Public Works, Steve Allan

MOTION #CP-2008-344

MOVED BY: Aubrey Churchill
SECONDED BY: Gord McConnell

“THAT, the Committee move “in camera” at 5:06 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

AND THAT, P. Wagland, CAO; C. Ritchie, Clerk; S. Allan, Director of Public Works; K. Greaves, Treasurer; William Hunter, Solicitor; and L. Drynan, Deputy Clerk remain in the room.”

ADOPTED

Councillor Paul Dulmage arrived at 5:15 p.m.

Councillor Bruce Horlin departed the meeting at 5:40 p.m.

The minutes of the “in-camera” session are considered to be confidential and shall be subject to the provisions contained in section 7.10 of Procedural By-Law 2006-43.

MOTION #CP-2008-345

MOVED BY: Keith Kerr
SECONDED BY: Ed Sonnenburg

“THAT, the Committee return to regular session at 5:47 p.m.”

ADOPTED

MOTION #CP-2008-346

MOVED BY: Keith Kerr
SECONDED BY: Paul Dulmage

“THAT, Council direct the negotiating group to continue discussions with OMYA.”

ADOPTED

- ii) CONFIDENTIAL: Renfrew Agreement – Cross Border Billing (verbal)
Chief Administration Officer, Peter Wagland

MOTION #CP-2008-347

MOVED BY: Bill Dopson

SECONDED BY: John McTavish

“**THAT**, the Committee move “in camera” at 5:50 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

AND THAT, P. Wagland, CAO; C. Ritchie, Clerk; R. Hannah, Emergency Services Coordinator; Kurt Greaves, Director of Finance/Treasure; William Hunter, Solicitor and L. Drynan, Deputy Clerk remain in the room.”

ADOPTED

The minutes of the “in-camera” session are considered to be confidential and shall be subject to the provisions contained in section 7.10 of Procedural By-Law 2006-43.

MOTION #CP-2008-348

MOVED BY: Brenda Hurrle

SECONDED BY: Bob Fletcher

“**THAT**, the Committee return to regular session at 5:57 p.m.”

ADOPTED

MOTION #CP-2008-349

MOVED BY: Brenda Hurrle

SECONDED BY: Aubrey Churchill

“**THAT**, County Council authorize the execution of an agreement between the County of Lanark and the County of Renfrew for the purposes of Cross Border Billing;

AND THAT, the Clerk prepare a by-law to be presented at the October 22nd County Council meeting;

AND THAT, a letter be written by the Warden to the County of Renfrew regarding the process.

ADOPTED

- iii) **CONFIDENTIAL: Fire Communications System Contract Negotiations (verbal)
Chief Administration Officer, Peter Wagland**

MOTION #CP-2008-350

MOVED BY: Keith Kerr

SECONDED BY: Susan Freeman

“THAT, the Committee move “in camera” at 5:58 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

AND THAT, P. Wagland, CAO; C. Ritchie, Clerk; R. Hannah, Emergency Services Coordinator; Kurt Greaves, Director of Finance/Treasure; William Hunter, Solicitor and L. Drynan, Deputy Clerk remain in the room.”

ADOPTED

MOTION #CP-2008-351

MOVED BY: Keith Kerr

SECONDED BY: Susan Freeman

“THAT, the Committee return to regular session at 6:03 p.m.”

ADOPTED

The Chair rose and reported that the Committee received an update on the Fire Communications System Contract Agreement negotiations.

6. REPORTS

- i) Proposed Project: Building Canada Fund-Communities Component Grant Program
Director of Public Works, Steve Allan

The Chair noted that this item will be deferred to the November Corporate Services meeting. Direction was provided to staff to begin preparing the submission.

5. CONFIDENTIAL REPORTS CONTINUED

- iv) CONFIDENTIAL: NUG Discussions Update (verbal)
Director of Human Resources, Lisa Crosbie-Larmon

MOTION #CP-2008-352

MOVED BY: Brenda Hurrle
SECONDED BY: John McTavish

“**THAT**, the Committee move “in camera” at 6:06 p.m. to address a matter pertaining to labour relations or employee negotiations;

AND THAT, P. Wagland, CAO; Lisa Crosbie-Larmon, Director of Human Resources and Kurt Greaves, Director of Finance/Treasurer remain in the room.”

ADOPTED

Councillor Fenik arrived at 6:16 p.m.

MOTION #CP-2008-353

MOVED BY: Keith Kerr
SECONDED BY: Gord McConnell

“**THAT**, the Committee return to regular session at 6:20 p.m.”

ADOPTED

MOTION #CP-2008-354

MOVED BY: Bob Fletcher
SECONDED BY: Brenda Hurrle

“**THAT**, the Corporate Services Committee recommends to County Council to approve the negotiated terms as agreed to between the parties;

AND THAT, staff be authorized to proceed with implementation.”

ADTOPED

6. REPORTS CONTINUED

- ii) Report #ESC-15-2008 Rescue Services Tender #ESC-01-2008 Award Amendment (verbal)
Emergency Services Coordinator, Rick Hannah

R Hannah reviewed the Rescue Vehicle replacement process, the awarding of the tender to Eastway Emergency Vehicles and the discovery of the Specification Error. R Hannah explained that Eastway has provided a tender

adjustment and proposed options. The options were reviewed , including the 2008 financial impact. R Hannah recommended that the Corporate Services Committee recommend that the Tender #ESC-01-Rescue Services cost be amended by an increase of \$12,374, for each specialty box to be financed from Emergency Services 2008 Surplus.

Councillor Dulmage stressed the importance of an SCBA locking rack for safety purposes and recommended that this option be included.

A review of the vendor proposed options was undertaken, followed by a brief discussion on cost.

MOTION #CP-2008-355

MOVED BY: Ed Sonnenburg

SECONDED BY: Brenda Hurrle

“**THAT**, the Corporate Services Committee recommend that the Tender #ESC-01-Rescue Services cost be amended by an increase of \$12,374, for each specialty box plus an additional \$4620 for the purchase of an SCBA bottle locking rack to be financed from Emergency Services 2008 Surplus.”

7. ADJOURNMENT

The meeting adjourned at 6:40 p.m. on a motion by Councillors K. Kerr and P. Dulmage.



**Cathie Ritchie,
Clerk**

REPORTS

LANARK COUNTY

Report #ESC-15-2008 Rescue Services Tender #ESC-01-2008
Award Amendment



Rescue Vehicles Replacement

- Two Step Process
 1. RFP for Chassis Selection
 2. Specialty Box
 - a) RFP for Design Drawings & Specifications
 - b) Tender for Manufacture

2008 June

Eastway Emergency Vehicles awarded Rescue Services
Tender #ESC-01-2008

Tender #ESC-01-2008 Response

Firm	Appendix D Financial Summary
Eastway Emergency Vehicles	\$ 89,945
Asphodel Fire Trucks Ltd	\$ 106,750
Dependable Emergency Vehicles	\$ 120,989
Lafleur Industries Inc	\$ 122,473
Seagrave Fire Apparatus Company	\$ 122,539
ResQtech	\$ 125,500
Operational Performance Systems	\$ 139,600

Pre Construction Meeting

Meeting of Aug 26, 2008

- review of specification/construction details
- to ensure requirements & expectations met before work commenced.
- 21 items referenced
 - 11 items clarified – no additional cost
 - 10 items – options with cost adjustment

Specification Error

6.2 Generator roll out tray

A generator supply by the customer (city or municipality) will be provided and installed in compartment L2. Dimensions of the generator are to be confirmed at the pre-construction meeting.

A 120 volts electrical panel will be also supplied by Lafleur Industries with an automatic transfer relay.

Tender Adjustment

Eastway Emergency Vehicles	\$ 89,945
Adjustment for Electrical Panel	\$ 10,186
Adjusted Total	\$ 100,131

Vendor Proposed Options

Line #	Description	Prices	Labour	Total
1	Add electrical plug for remote winch	412	640	1,052
2	PAC brackets for hydraulic pump	165	80	
3	PAC brackets for TNT Cutter	161	80	
4	PAC brackets for TNT Spreader	89	80	
5	PAC brackets for TNT Short Ram	161	80	
6	PAC brackets for TNT Medium Ram	161	80	1,136
7	Lumabars in L1 - L4, R1 - R4 & B1	1,760	0	1,760
8	120 Volts pannel & wiring	6,986	3,200	10,186
9	Stripping as per pictures	2,101	0	2,101
10	SCBA bottle locking rack (safety system)	4,300	320	4,620
11	Lumabars(qty6) top compartment pathway	845	1,280	2,125
12	Top compartement light (qty 4)	122	1,280	1,402
13	Load Manager	1,325	1,920	3,245
14	Modify muffler	189	320	509

18,777

9,360 28,137

Options

Rescue Service Chiefs review of Options

Item	Details	Total	Recommend
1	Electric Plug for Remote Winch	1,052.00	1,052.00
2	PAC Brackets	244.55	
3	PAC Brackets	240.90	
4	PAC Brackets	168.95	1,136.20
5	PAC Brackets	240.90	
6	PAC Brackets	240.90	
			\$2,188.20

Rationale for Recommendation

#	Item	Detail
1	Remote Winch	Improved maneuverability during operations
2-6	PAC Brackets	Secures Extrication Tools in Compartment

Tender Amount Adjusted

	Original	Adjusted
Original Tender	\$89,945	
Electrical Requirement	10,186	
Adjusted Total		\$ 100,131
Recommendation		\$ 2,188
Total		\$107,833

2008 Financial Impact

- Specialty Box Adjustment \$ 12,374
- 2nd Box \$ 12,374

Total \$ 24,748

- Emergency Services Budget Anticipated Surplus
 - Communications Finance Fees
\$ 50,000
 - Ambulance Base Finance Fees
\$ 66,000

Suggested Motion:

THAT, the Corporate Services Committee recommend that the Tender #ESC-01-Rescue Services cost be amended by an increase of \$12,374 for each specialty box to be financed from Emergency Services 2008 Surplus.

Clarification of RFP Items

RFP Section	Item
1.5	Embossed raised or checker plate on steps
1.6	Interior Light – officer map light or interior
2.1	Height or Length Restriction - none
2.5	Embossed raised or checker plate on roof walkway
2.6	Rub Rail channel 2"x1"
2.7	Rub Rail Space between Rail & Body
4.8	Pintle Hitch rather than hook
5.10	Buzzer for Door Ajar Warning
6.2	Generator size for Compartment L1
6.4	Recessed Lights for Compartments
7.3	Krown Rust