

# Operations Committee Meeting

Council Chambers  
Pembroke, Ontario  
December 17, 2019  
6:00 p.m.

## 1. Call to Order

### Present:

Deputy Mayor Gervais, Chair  
Mayor LeMay  
Councillor Abdallah  
Councillor Jacyno  
Councillor Lafreniere  
Councillor Plummer  
Councillor Reavie

### Also Present:

Terry Lapierre, Chief Administrative Officer  
Brian Lewis, Manager of Operations  
Heidi Martin, Recording Secretary

The Chair called the meeting to order at 6:00 p.m.

## 2. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest.

## 3. Approval/Amendment of Meeting Agenda

### Motion:

Moved by Councillor Abdallah  
Seconded by Councillor Reavie

That the agenda of the Operations Committee meeting of December 17, 2019 be accepted as circulated.

### Carried

## 4. Approval of Minutes

- Operations Committee – November 19, 2019

### Motion:

Moved by Councillor Plummer  
Seconded by Mayor LeMay

That the minutes of the Operations Committee of November 19, 2019 be approved.

### Carried

**5. New Business**

- a. Engineering Design & Contract Administration Services for Foster Fraser Bridge Rehabilitation Request for Proposal No. P-19-10

Mr. Lewis reviewed the report.

**Motion:**

Moved by Councillor Plummer

Seconded by Councillor Abdallah

That the Operations Committee approves the award for Engineering Design Services for Foster Fraser Bridge Rehabilitation (Request for Proposal No. P-19-10) to HP Engineering Incorporated in the amount of \$35,226.25 plus HST; and

That the Operations Committee approves additional expenditures in the amount of \$6,000.00 for a contingency allowance;

The total value of the recommendations equal \$41,226.25 plus applicable HST; and

That the Operations Committee approves the future award of Contract Administration Services to HP Engineering based on the quoted values submitted in the proposal for the above project and subject to future budget allocation.

**Carried**

**8. Adjournment**

**Motion:**

Moved by Councillor Reavie

Seconded by Councillor Plummer

That the December 17, 2019 meeting of the Operations Committee adjourn at 6:10 p.m.

**Carried**