



## Municipal Services Standing Committee Meeting

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### MINUTES

The Municipal Services Standing Committee Meeting was held on Tuesday, May 13<sup>th</sup>, 2025 @ 750 pm within the Town Hall's Council Chambers.

Present: Cr. Karasiuk, Cr. Bathe, Mayor Fergusson, Cr. Cox, and Cr. Couvrette, Cr. Heaton and Cr. Tuckey  
Regrets: D/M Keizer, Cr. Benwell  
Staff Present: Tracy Thomas, Senior Administrative Officer  
Shanna Schaefer, Reception (acting recording secretary)  
Andrew Grenier, Director of Municipal Services

#### A. CALL TO ORDER

Mayor Fergusson called the meeting to order at 750 pm and handed the chair to Cr. Karasiuk.

#### B. REVIEW

##### a. Agenda

**Moved by: Cr. Cox**  
**Seconded by: Cr. Couvrette**

That the agenda be adopted as **AMENDED to add Briefing Note to E. a.**

**PASSED**

##### b. Minutes

**Moved by: Mayor Fergusson**  
**Seconded by: Cr. Cox**

The minutes from the Municipal Services Standing Committee Meeting on April 8<sup>th</sup>, 2025, be adopted as presented.

**PASSED**

Mayor Fergusson inquired about the planned renovations and the associated summer shutdown schedule. SAO Thomas advised that there are no updates on the renovation plans at this time.

- c. Vision and Values
- d. Declaration of Financial Interest

#### C. DELEGATION

#### D. DIRECTOR'S REPORT

##### a. The Municipal Services Report for April

Director Grenier presented his report, noting that they are awaiting the arrival of a valve for the pool and hope it will arrive within the next week.

Cr. Heaton inquired whether the Town would be submitting its own insurance claims related to recent NTPC power outages. SAO Thomas advised that the Town has been tracking related costs for potential follow-up in the future.

#### E. ADMINISTRATION



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- a. Briefing Note – Award Recommendation – Comprehensive Asset Management Initiative (RFP TFS 2025-25)

Sao Thomas – 2 strong proposals. SAO Thomas recommends the proposal be awarded to WSP Canada Inc. for the amount of \$119,138 with an estimated start in June and end in August.

**Moved by: Mayor Ferguson**

**Seconded by: Cr. Cox**

That council award the Comprehensive Asset Management Initiative (RFP TFS 2025-05) contract to WSP Canada Inc. in the amount of \$119, 138, inclusive of all taxes and disbursements, and authorize Administration to execute the necessary contract documents.

**PASSED**

### F. OTHER BUSINESS

### G. EXCUSING OF COUNCILLORS

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Cox**

That Cr. Benwell and D/M Keizer be excused from the Municipal Services Standing Committee meeting on May 13<sup>th</sup>, 2025.

**PASSED**

### H. DATE OF NEXT MEETING

The next Municipal Services Standing Committee Meeting will be on June 10<sup>th</sup>, 2025.

### I. ADJOURNMENT

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Tuckey**

That the meeting be adjourned at 7:57 pm.