

PARKS AND RECREATION COMMITTEE

SPECIAL MEETING MINUTES

Paris Office
Tuesday, June 2, 2009
6:30 p.m.

Present: Mayor Eddy, Councillors Wheat, Schmitt, Haggart and Hodge

Regrets: Councillor Powell

Staff: Underwood and Carman

Councillor Wheat in the Chair. He advised that this special meeting had been called to confirm motions made at the May 26 Parks and Recreation meeting, due to the fact that a quorum had not been present.

APPROVAL OF AGENDA

Moved by – Councillor Schmitt
Seconded by – Councillor Hodge

That the Parks and Recreation Committee special meeting agenda of June 2, 2009 be approved, as printed.

.Carried

PR-09-24 – RFP CRITERIA – CEMETERY MAINTENANCE AND INTERMENT SERVICES CONTRACT

Moved by – Councillor Hodge
Seconded by – Councillor Schmitt

Whereas the Cemetery Maintenance and Interment Service Contracts are up for re - tendering;

And whereas expanding the term of the contract from three to five years will provide the County of Brant with added value;

Be it hereby resolved that the following evaluation criteria be approved for the Cemetery Maintenance and Interment Services Contracts:

<i>Criteria No.</i>	<i>Criteria Description</i>	<i>Portion</i>
1	<i>Bid Price, meeting terms and conditions of the Contract</i>	70
2	<i>Bidder's Experience with similar contracts</i>	10
3	<i>Bidder's Equipment Check</i>	10
4	<i>Bidder's Reference Check</i>	10

And that the length of the Cemetery Maintenance and Interment Services Contracts be changed from a three-year term to a five-year term.

.Carried

PR-09-25 – RFQ LIONS PARK MASTER PLAN AND CRITERIA

Moved by – Mayor Eddy
Seconded by – Councillor Hodge

Whereas during the 2009 budget process \$45,000 was budgeted for the refurbishment of Lions Park in Paris;

And whereas the Paris Lions Club has indicated an interest in contributing to further development of Lions Park;

Be it hereby resolved that the Parks and Recreation Advisory Committee recommend that a Request for Proposal be issued for Landscape Architectural Services to develop a Master Plan for Paris Lions Park in cooperation with the Paris Lions Club;

And that the Request for Quotations will be evaluated using the following criteria:

<u>Experience</u> <i>A minimum of 5 years of experience developing municipal parks, good working relationship with clients</i>	20
<u>Fee</u> <i>Fits within budget, detailed costing provided</i>	35
<u>References</u> <i>Acceptable references, similar scope of projects</i>	10
<u>Proposal Document</u> <i>Detailed description of services and deliverables</i>	35
Total	<u>100</u>

.Carried

In response to questions, the Director advised that the County will be contributing \$5,000 from the \$45,000 capital budget for Paris Lions Park for the Landscape Architect, with the Paris Lions Club to contribute another \$5,000 towards the cost.

DIRECTOR'S UPDATE

The Director reported on the following matters:

1. Staff has submitted the RInC funding application for upgrades to the Burford Community Centre, noting that the estimated costs have increased from \$2 million to \$3 million. The increase in costs can be attributed I part to a complete floor replacement and replacement of the fire suppression system.

2. An interim report on the Trails Master Plan will be made at the June 16 Council meeting, as well as a request from the Brant Waterways Foundation for hard-surfacing of the TH&B trail. A public meeting on Trails is scheduled for Wednesday, June 24 at the Burford Community Centre from 7 – 8:30 p.m.
3. Change notices have been issued for the South Dumfries Community Centre Project to address structural and fire suppression issues that have arisen since the construction work began. A further update will be presented at the June 23 Parks and Recreation Committee meeting. Councillor Wheat noted that the project continues to be on schedule.

OTHER BUSINESS

1. Councillor Haggart stressed the importance of encouraging community members throughout the County to contribute towards the Twin Pad Complex project, noting that this facility will serve residents from throughout the municipality. In addition, the County continues to support and provide funding to upgrade the two other arenas in the County.

NEXT MEETING and ADJOURNMENT

The Committee adjourned at 6:40 p.m. on a motion of Councillors Hodge and Schmitt, to meet again on Tuesday, June 23, 2009 at 7:00 p.m., County Council Chambers, Paris.

Secretary