




MACKENZIE COUNTY

# SPECIAL COUNCIL MEETING

**AUGUST 30, 2022  
11:00 AM**

**FORT VERMILION COUNCIL  
CHAMBERS**

 780.927.3718

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**Mackenzie County**



**MACKENZIE COUNTY  
SPECIAL COUNCIL MEETING**

**Tuesday, August 30, 2022  
11:00 a.m.**

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	3
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) None	
<b>CLOSED MEETING:</b>		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) None	
<b>TENDERS:</b>		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Tender Opening – 27 <sup>th</sup> Baseline (TWP RD 1050)	5
		b) Heliport Road from Range Road 18-4 to Range Road 19-0 – RFP Opening	7
		c) Range Road 154 within TWP RD 108-15 – RFP Opening	9
		d)	
<b>PUBLIC HEARINGS:</b>		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) None	
<b>DELEGATIONS</b>	7.	a) None	
<b>GENERAL REPORTS:</b>	8.	a) None	
<b>AGRICULTURE SERVICES:</b>	9.	a) None	
<b>COMMUNITY</b>	10.	a) None	

**SERVICES:**

**FINANCE:** 11. a) None

**OPERATIONS:** 12. a) None

**UTILITIES:** 13. a) None

**PLANNING &  
DEVELOPMENT:** 14. a) None

**ADMINISTRATION** 15. a) None

**COMMITTEE OF THE  
WHOLE ITEMS:** 16. a) None

**COUNCIL  
COMMITTEE  
REPORTS:** 17. a) None

**INFORMATION /  
CORRESPONDENCE:** 18. a) None

**NOTICE OF MOTION:** 19. a) None

**NEXT MEETING  
DATES:** 20. a) Regular Council Meeting  
September 13, 2022  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 21. a) Adjournment



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Special Council Meeting</b>
<b>Meeting Date:</b>	<b>August 30, 2022</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Tender Opening – 27<sup>th</sup> Baseline (TWP RD 1050)</b>

## **BACKGROUND / PROPOSAL:**

Administration advertised the 27<sup>th</sup> Baseline Tender on Alberta Purchasing Connection (APC). Submissions were due at the Fort Vermilion County Office by Monday August 29, 2022 at 4:30 p.m.

The scope of work for this project includes right of way expansion, brush and ditch clearing, culvert replacement, and road reconstruction from Highway 697 to Range Road 14-5.

## **OPTIONS & BENEFITS:**

## **COSTS & SOURCE OF FUNDING:**

Budget of \$700,000 coming from Municipal Sustainability Initiative (MSI) funding.

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Successful candidates will be notified.

## **POLICY REFERENCES:**

FIN025 Purchasing Authority Directive and Tendering Process

**Author:** L. Peters      **Reviewed by:** S Gibson      **CAO:** Byron Peters

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the 27<sup>th</sup> Baseline Tenders- Envelope #1 be opened.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified 27<sup>th</sup> Baseline Tenders be returned to the senders without opening Envelope #2.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

That the 27<sup>th</sup> Baseline Tender – Envelope #2 be opened for the qualified bidders.

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

That the 27<sup>th</sup> Baseline contract be awarded to the lowest bidder while staying within budget.

**Author:** L. Peters      **Reviewed by:** S Gibson      **CAO:** Byron Peters



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Special Council Meeting</b>
<b>Meeting Date:</b>	<b>August 30, 2022</b>
<b>Presented By:</b>	<b>Byron Peters. Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Heliport Road from Range Road 18-4 to Range Road 19-0 – RFP Opening</b>

**BACKGROUND / PROPOSAL:**

Administration advertised the Heliport Road from Range Road 18-4 to 19-0 on the Mackenzie County Facebook page. Submissions were due at the Fort Vermilion Mackenzie County Office by Monday August 29, 2022 at 4:30 p.m.

The scope of work for this project includes soft spot repairs and rehabilitation of crown on Heliport Road (Twp 105-0) from Rge Rd 18-4 to Rge Rd 19-0.

**OPTIONS & BENEFITS:**

Proposals will be evaluated on the following criteria:

<b>Evaluation Criteria</b>	<b>Mark (%)</b>	<b>Points Available</b>	<b>Subtotal</b>
Equipment		20	
Availability		20	
Contractor Experience		20	
Onsite Foreman/Supervisor		20	
Survey Capability		20	
<b>Total Points Available</b>	<b>100%</b>	<b>100</b>	

**Author:** L. Peters      **Reviewed by:** S Gibson      **CAO:** Byron Peters

**COSTS & SOURCE OF FUNDING:**

Budget of \$250,000 will come out of Municipal Sustainability Initiative funds.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Successful bidders will be notified.

**POLICY REFERENCES:**

FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the Heliport Road Tenders – Envelope #1 be opened.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified Heliport Road Tenders be returned to the senders without opening Envelope 2.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

That the Heliport Road Tenders – Envelope 2 be opened for qualified bidders.

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

That the Heliport Road Tenders contract be awarded to the highest scoring, qualified bidder while staying within budget.

**Author:** L. Peters      **Reviewed by:** S Gibson      **CAO:** Byron Peters





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Special Council Meeting</b>
<b>Meeting Date:</b>	<b>August 30, 2022</b>
<b>Presented By:</b>	<b>Byron Peters Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Range Road 154 within TWP RD 108-15 - RFP Opening</b>

**BACKGROUND / PROPOSAL:**

Administration advertised the Range Road 154 within TWP 108-15 tender on Mackenzie County’s Facebook page. Submissions were due at the Fort Vermilion County Office by Monday August 29, 2022 at 4:30 p.m.

The scope of work for this project includes soft spot repair and road shaping as specified by the County. The scope of work will also include repair, replacement, and reinstallation of culverts.

**OPTIONS & BENEFITS:**

Proposals will be evaluated on the following criteria:

<b>Evaluation Criteria</b>	<b>Mark (%)</b>	<b>Points Available</b>	<b>Subtotal</b>
Equipment		20	
Availability		20	
Contractor Experience		20	
Onsite Foreman/Supervisor		20	
Survey Capability		20	
<b>Total Points Available</b>	<b>100%</b>	<b>100</b>	

**Author:** L. Peters      **Reviewed by:** S Gibson      **CAO:** Byron Peters

**COSTS & SOURCE OF FUNDING:**

Budget of \$350,000 will come out of Municipal Sustainability Initiative (MSI) funds.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Successful bidders will be notified.

**POLICY REFERENCES**

FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Motion1:

- Simple Majority       Requires 2/3       Requires Unanimous

That the Range Road 154 within TWP 108-15 – Envelope #1 be opened

Motion 2:

- Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified Range Road 154 within TWP 108-15 Tenders be returned to the senders without opening Envelope #2.

Motion 3:

- Simple Majority       Requires 2/3       Requires Unanimous

That the Range Road 154 within TWP 108-15 Tender – Envelope #2 be opened for the qualified bidders.

Motion 4:

- Simple Majority       Requires 2/3       Requires Unanimous

That the Range Road 154 within TWP 108-15 contract be awarded to the highest scoring, qualified bidder while staying within budget.

**Author:** L. Peters      **Reviewed by:** S Gibson      **CAO:** Byron Peters