

**Amherst Town Council  
Special Meeting  
Minutes**

**Date of Meeting:** Thursday, November 26, 2015  
**Location:** Board Room, Town Hall

**Members Present:** Mayor Robert Small  
 Deputy Mayor Terry Rhindress  
 Councillor George Baker  
 Councillor Lisa Emery  
 Councillor David March

**Members Absent:** Councillor Frank Balcom  
 Councillor Robert Bird

**Staff Present:** Greg Herrett, CAO  
 Roger MacIsaac, Director CED  
 Jason MacDonald, Deputy CAO Operations  
 Vince Arbing, Treasurer  
 Rebecca Purdy, Executive Assistant

---

**1. CALL TO ORDER**

Moved By: Councillor Lisa Emery  
 Seconded By: Councillor David March  
 To approve the agenda

**Motion Carried**

**2. REQUEST FOR DECISION**

**2.1. Procurement**

**2.1.1. Parking Lot Snow Removal**

Moved By: Councillor George Baker  
 Seconded By: Deputy Mayor Terry Rhindress  
 That Council award the Parking Lot Snow Removal packages for the 2015 / 2016 snow removal season to the following contractors:

Package	Bidder	Per Snow Event	Optional Price for Snow Removal per Snow Event
A	Baxter Trucking Ltd	\$705	\$705
B	Baxter Trucking Ltd	\$375	\$375
D	Baxter Trucking Ltd	\$1,125	N/A
E	K. Lawrence & Son Ltd	\$625	\$1,050
F	Baxter Trucking Ltd	\$150	\$150

**Motion Carried**

**2.1.2. Mill Street Infrastructure Renewal Engineering**

Moved By: Councillor Lisa Emery  
 Seconded By: Deputy Mayor Terry Rhindress  
 That Council accept the proposal for RFP-15-17, design and construction supervision of the Mill Street Infrastructure Renewal to the highest scoring proponent, CBCL Limited, at their submitted price of \$27,030 for design services and \$750 per day for optional construction supervision

**Motion Carried**

**2.2. CJSMA Spending Request**

**2.2.1. Skid Steer Loader**

**Moved By: Councillor David March**

**Seconded By: Councillor Lisa Emery**

**That Council approves the CJSMA's request to withdraw up to \$65,000 from the equipment reserve to fund the purchase of a replacement of a skid steer loader**

**Motion Carried**

**3. ADJOURNMENT**

**Moved By: Deputy Mayor Terry Rhindress**

**Seconded By: Councillor Lisa Emery**

**To adjourn at 1:02 PM**

---

Gregory D. Herrett, CPA, CA  
Town Clerk and CAO

---

Robert Small  
Mayor