



Rural Municipality of West River Committee of the Whole Meeting Minutes

Meeting No	2024-09	Time	7:00 PM
Session	Regular - Public	Date	Thursday, January 4, 2024
Chair	Helen Smith-MacPhail - Mayor	Location	Afton Community Centre
Adaptation status	Approved	Contact Person	Laala Jahanshahloo - CAO
Attendance	Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, Councillor Aaron MacEachern, Councillor John Yeo, Councillor Lillian MacCannell, Councillor Steve Pollard, Laala Jahanshahloo – CAO, Cody MacDonald – Community Services Coordinator, Susan Morse – Administrative Assistant, Satyajit Sen – Special Advisor		
Regret	Councillor Ryan Roggeveen		
Guest	Rob Crawford – Forestry Management Consultant		

▪ **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 7:00 PM.

▪ **Adoption & Approval of Agenda**

The following topics were added to the circulated agenda by Deputy Mayor Shaun MacArthur:

- **WRC.24.9.2** - Revising Interim Community Services Committee's Terms of Reference
- **HR.24.9.1** - CAO Performance Review (In Camera)

The agenda was approved as circulated, including any added items. It was moved by Councillor John Yeo, seconded by Councillor Lillian MacCannell, and unanimously carried.

▪ **Declarations of Conflict of Interest**

Nil

▪ **Questions from the Audience and Public Input**

Nil

- **Recommendation Items**

- **WRC.24.9.1 - New of Code of Conduct Bylaw**

Decision Type: Action

Status: Referred

Background:

[Code of Conduct Regulations](#)

Description:

The Committee referred the drafting of the New Code of Conduct Bylaw to the CAO using the Municipal Affairs template (Last revised: June 20, 2023). The Council will read it for the first time at the next meeting on January 25, 2024.

- **FIN.24.9.1 - 2024-25 Financial Plan**

Decision Type: Action

Status: Recommended

Background:

FIN.23.8.1

Description:

The Committee had an in-depth discussion, reviewed the four proposed seniors, and finalized the proposed draft of the 2024-25 Financial Plan. It recommended that the public meeting be scheduled for February 6, 2024, at 6 PM.

- **FIN.24.9.2 - RJ Mutter Park Salvage Harvest - Received RFQ**

Decision Type: Action

Status: Recommended

Background:

Motion#2023-79, The CAO received two RFQ#2023-01 by the deadline of December 22, 2023, at 1:00 PM.

Description:

The Committee reviewed the RFQs received from Cory's Forestry (Appendix 9.1, attached hereto, forming a part of this minutes) and M.J. R Logging Inc. (Appendix 9.2, attached hereto, forming a part of this minutes).

At 7:30 PM, Councillor John Yeo made a motion seconded by Councillor Lillian MacCannell to close a part of the Council meeting according to the Municipal Government Act Section (119) Clause (e), and the motion was carried unanimously.

At 7:45 PM, Deputy Mayor Shaun MacArthur made a motion seconded by Councillor John Yeo to open continue of the Council as a public meeting and the motion was carried unanimously.

It was recommended that the Council award the contract to M.J. R Logging Inc. and hire WRF Forest Management Services as a project manager for this project.

▪ **FIN.24.9.3 - Reception Centre Resiliency Funding**

Decision Type: Action

Status: Recommended

Background:

The municipality applied for the PEI Reception Centre Resiliency Fund on December 6, 2023, and received approval for \$53,536 in reception center upgrades on December 2023.

Description:

The Council acknowledges that signing this agreement to participate reflects the municipality's understanding of shared objectives and terms established by the Community Revitalization Program Funding Agreement between the Government Province of PEI and the Rural Municipality of West River.

▪ **FIN.24.9.10 - Equipping Municipal-owned Emergency Reception Centres**

Decision Type: Action

Status: Recommended

Background:

FIN.24.9.3 (Subsection (1) (a) of Agreement#2345-20-R87 for reception centre upgrades, it shall commence by March 31, 2024.

Purchase Policy # 2022-03 was followed for each item mentioned in Schedule A of Agreement#2345-20-R87.

Description:

The Council will approve the following vendors:

- Bonshaw CC kitchen upgrades - A1 Vacuum at the cost of \$3,987.68 + HST.
- Afton CC kitchen upgrades - A1 Vacuum at the cost of \$3,429.81 + HST.
- Accessible Showers - Cecil Thomas at the cost of \$28,900 + HST.
- The rest of the demolition and construction for the bar at Afton CC's Dart Room will be conducted according to the time and materials contract.

▪ **FIN.24.9.11 - Equipping Municipal-owned Sport Fields**

Decision Type: Action

Status: Deferred

Background:

One community group has requested dugouts for the ball field. Eastern Fence quoted \$14,000 for two dugouts.

Description:

The Committee recommended this item be deferred until the next season of 2025. It was moved by Councillor John Yeo, seconded by Deputy Mayor Shaun MacArthur, and unanimously carried.

- **FIN.24.9.12 - Appointing Auditor for 2023-24 Fiscal Year**

Decision Type: Action

Status: Recommended

Background:

Municipal Government Act Subsection (172) (1)

Description:

It was recommended that the Council appoint MRSB as the Municipality's auditor for three years.

- **FIN.24.9.7 - Black Fly Program - Treatment Area**

Decision Type: Action

Status: Recommended

Background:

Atlantic Bug Busters informed the CAO that surveying potential treatment areas is the same amount of work as treating areas for black flies, minus using the product.

Description:

It was recommended that the Council continue the Black Fly Program only for the former Community of New Heaven Riverdale for 2024.

The CAO will ask the Atlantic Bug Busters to provide a map and an estimate for the potential expansion of the treatment area.

- **PTY.24.9.2 - Mutter Park Boundary Encroachment - Land Assessment**

Decision Type: Action

Status: Recommended

Background:

PTY.23.7.2, Real Estate Appraisals Report

Description:

It was recommended that the Council set the price for the land in question (Appendix 9.3, attached hereto, forming a part of these minutes) in Mutter Park at \$4000.

- **PTY.24.9.1 - Operation Schedule Municipal-Owned Parks**

Decision Type: Action

Status: Recommended

Background:

PTY.2023.10.1

Description:

It was recommended that the Council approve the following Operation Schedule Municipal-Owned Parks:

- Inman Park
 - Gate
 - May 1 - June 30, 8 AM - 8 PM
 - July 1 - September 30, Open 24 hours
 - October 1 - October 31, 8 AM - 8 PM
 - Buildings
 - June 1 - September 30, 8 AM - 8 PM

- Rice Point
 - o Gate
 - May 1 - October 31, Open 24 hours
- Mutter Park as Motion 2022-45

The committee recommends installing guard rails, streetlights, and a security camera in Rice Point.

- **OTR.24.9.1 - Participation in Communities in Bloom**

Decision Type: Action

Status: Not Recommended

Background:

On December 6, 2023, the Mayor received an invitation to join the communities in Bloom, a non-profit, charitable, Canadian organization committed to fostering civic pride, environmental responsibility, and beautification through community engagement and the challenge of friendly competition.

Description:

The Committee reviewed the program and decided not to participate at this time.

- **WRC.24.9.2 - Revising Interim Community Services Committee's Terms of Reference**

Decision Type: Action

Status: Recommended

Background:

Motion# 2023-77

Description:

It was recommended that the Council add the responsibilities of the Event Committee to the terms of reference of the Interim Community Services Committee.

- **HR.24.9.1 - CAO Performance Review (in Camera)**

At 8:15 PM, Councillor Lillian MacCannell made a motion seconded by Councillor John Yeo to close a part of the Council meeting according to the Municipal Government Act Section (119) Clause (d), and the motion was carried unanimously.

At 8:30 PM, Deputy Mayor Shaun MacArthur made a motion seconded by Councillor John Yeo to open continue of the Council as a public meeting and the motion was carried unanimously.

- **Meeting Extension**

Councillor John Yeo motioned to extend the meeting at 8:30 PM.

- **Informational Items**

- **FIN.24.9.10 - Community Centres Snow Removal for 2023-24**

Decision Type: Information

Status: Received

Background:

Purchase Policy # 2022-03 was followed, and a snow-clearing tender was posted on October 2023.

Description:

Only one tender was received for Afton Community Centre at the cost of \$3,200 HST, and No tenders were received for Bonshaw Community Center. Currently, the municipal staff are doing snow removal for the entries at Afton Community Centre.

- **FIN.24.9.10 - Shoreline Bushes Funding**

Decision Type: Information

Status: Received

Description:

The Municipality has applied for \$10,000 in funding through the Shoreline Bushes program.

- **FIN.24.9.11 - Edible Tree Program Funding**

Decision Type: Information

Status: Received

Description:

The Municipality has applied for \$10,000 in funding through the Shoreline Bushes program.

- **FIN.24.9.12 - 2 Billion Tree Funding - 2024**

Decision Type: Information

Status: Received

Background:

Motion#2023-51

Description:

The Municipality will apply for a \$75,000 grant to gather the required quotes and pricing for the second year of using the 2 Billion Tree funding program.

- **FIN.24.9.13 - Enabling Accessibility Fund - Accessible Playground**

Decision Type: Information

Status: Received

Description:

The Municipality has applied for \$150,000 in funding through the Federal Enabling Accessibility Fund to build accessible playgrounds at Afton Community Centre and Bonshaw Community Centre.

- **FIN.24.9.14 - Rural Growth Funding - Playground**

Decision Type: Information

Status: Received

Description:

The municipality is gathering the required quotes and documentation to apply for provisional funding to cover the rest of the proposed playground projects, Afton Community Centre and Bonshaw Community Centre.

- **FIN.24.9.15 - Community Energy Solutions Funding**

Decision Type: Information

Status: Received

Description:

The municipality is waiting for the energy audit to submit the application to EfficiencyPEI.

- **FIN.24.9.16 - Bonshaw Community Center Improvement Project- Change Orders #14**

Decision Type: Information

Status: Received

Description:

The CAO approved Change Order #14 (Appendix 9.4, attached hereto, forming a part of this minutes) for the Bonshaw Community Center Improvement Project according to Purchase Policy#2022-03.

- **FIN.24.9.17 - Fiona Claim #2 - Follow Up**

Decision Type: Information

Status: Received

Description:

The CAO submitted the second claim for \$58,629.95 on September 14, 2023, through the PEI Disaster Financial Assistance Program. The CAO followed up/responded to any additional information requested on September 25, October 4, December 4, December 15, and December 19, 2023. We are still waiting to receive our reimbursement from EMO PEI.

- **FIN.24.9.18 - PEI Municipal Government's Procurement Reporting for Free Trade Agreements**

Decision Type: Information

Status: Received

Description:

The Rural Municipality of West River had no contract to report, as any signed contracts for purchases of goods, services, or construction services did not exceed the thresholds.

- **PTY.24.9.2 - Bonshaw Community Centre - Deed**

Decision Type: Information

Status: Received

Description:

The Bonshaw Community Center deed was never transferred to the community of Bonshaw after the Community Improvement Act came into effect.

- **PTY.24.9.3 - Facility Online Booking Platform**

Decision Type: Information

Status: Received

Description:

The Municipality has adopted a new online booking platform. Booking for facilities can be done online through the [Parks & Facilities](#) on the municipality's website.

- **PTY.24.9.4 - Department of Health and Wellness Response- Unsightly Property PID#491928**

Decision Type: Information

Status: Received

Background:

PTY. 2023.10.1

Description:

On January 3, 2023, the Senior Environmental Health Officer informed the Mayor that she would assign one of their inspectors to investigate this concern as soon as possible.

- **OTR.24.9.2 - Parking Light Pole - Bonshaw Community Centre**

Decision Type: Information

Status: Received

Background:

The CAO has received a complaint that the streetlight installed in the Bonshaw Community Centre is bright.

Description:

Maritime Electric advised that if the complainant would provide their contact information, then Maritime Electric could work with the complainant to angle the light away from their home.

- **Adjournment**

- Deputy Mayor Shaun MacArthur motioned to adjourn the meeting at 9:00 PM.
- The next meeting will be on February 8, 2024.

Helen Smith-MacPhail

Laala Jahanshahloo

Mayor _____

Chief Administrative Officer _____

Appendix 9.1

December 20, 2023

Rural Municipality of West River
Afton Community Centre, MacEwen Road
1552-B Rte 19
New Dominion PE C0A 1H6

Reference: RFQ-2023-10
Fiona Salvage Harvest 2023 RJ Mutter Park PID 22306

Dear Mayor, Council, and CAO,

My name is Carey Foster, and I am submitting a quote for Fiona Salvage Harvest 2023 RJ Mutter Park PIOD 2277306 on behalf of Forest Silviculture Contractor Cory Gallant (Cory's Forestry).

I am a forest technician employed by Cory's Forestry, a local PEI forest company. I am the only forestry technician on PEI who is employed by a forestry contractor. I have over 40 years of experience in the forest management industry and I graduated from the Maritime Forest Ranger School at UNB in 1987.

Now I have a very large stake in this request for quotation. My house borders on the RJ Mutter Park property. My family and neighbours use the trails and the parks daily, and we were all devastated by the damage Fiona caused. The view from my back yard looks like a bomb went off. I know this park property like the back of my hand and I have travelled a lot of kilometers over the past 20+ years, walking the trails and the park areas, and I still do. As far as I know, I and one other person have the only colour GPS map of all of the trails that we made one weekend prior to Fiona.

A brief overview of what you can expect from Cory's Forestry.

Appendix 9.1 - Continued

- The temporary access point (proposed landing) is fine but due to the slope going down into the cut from this location, a few loads of shale may be required. However some soil from the building of the landing may also be used.

- We will have to place signage on the top of the hill coming from the Trans-Canada Highway to warn drivers and slow down traffic as cars seem to fly down this stretch of road. In addition, we will have a person stationed at the top of the hill directing traffic when trucks are backing into the landing, as this is a very bad blind hill and safety for drivers and workers is crucial. Trucks backing into the landing will only happen once per day, and traffic will only be stopped for a few minutes.

- In the main harvest areas, Timber Agreement Specifications will be followed in the Request for Quotation. All efforts will be taken to not damage the natural regeneration. Over the years while walking the trails in the harvest area, I have seen some Oak and White Ash. While working we will mark these trees with ribbon to ensure that they are not damaged. I know that there is a beautiful young White Ash tree, approximately 50 feet high, in the woods where the access road is going. This tree will be marked with ribbon before any work is started and we will plan the landing around this tree. White Ash is my favourite tree and is beautiful when in leaf. I have some Ash and Oak trees in pots which I plan to plant behind my house when the area is cleaned up. There is Oak everywhere throughout the Park, they are mostly small and young but there is the odd 20 foot tall one. Even along the driveway going into the RJ Mutter Park there are at least a half dozen 3-4 foot ones.

- The walking trails are a priority for me. I anticipate spending a lot of personal time marking the trails and making sure that they are cleaned up. There is quite an extensive network of trails in the harvest area. The trail system starts in the southeast corner of the soccer field, zig zags south to the park at the bottom of the hill, then along the brook, before it zig zags back up to the soccer field. Some of this trails system is not inside the harvest area so we will use a small mini excavator to open up the trail where necessary and make sure all trails are safe for walking. In the harvest area all of the brush will be removed, and any unsafe stumps next to the trail will also be removed. My goal when we are done is to be able to safely walk the trails from start to finish.

- Cory Gallant, owner of Cory's Forestry, and myself will both be on site all the time during this work. He operates the harvester, while I run the porter and the harvester. We work hard, take our time, and take pride in the work that we do.

Appendix 9.1 - Continued

As you know, weather will be a factor as the ground would need to be frozen solid. We cannot guarantee a completion date of February 29, 2024 and would like to leave an open completion date in the event that the weather does not cooperate. There is no sense in creating more damage to the park property to meet a specified completion target date and we will work with the Mayor, council and CAO if weather becomes an issue.

Please feel free to reach out to me if you have any questions at 902-394-0742.

Sincerely



Carey Foster, Forest Technician

Cory's Forestry

Appendix 9.1 - Continued

As you know, weather will be a factor, and so far this season it has not been cooperating.

Please feel free to reach out to me if you have any questions at 902-394-0742.

Sincerely,

Carey Foster, Forest Technician

Cory's Forestry

Appendix 9.1 - Continued

Rural Municipality of West River

Request for Quotation

Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

RFQ Reference Number: RFQ 2023-01

Closing Date: December 22, 2023, at 13:00 PM (AST)

Appendix 9.1 - Continued

Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

RFQ 2023-01

1 - Quote Instruction for Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

1. **Quote must be received at the Rural Municipality of West River (RMWR) office, 1552 Rte. 19 (Afton Community Center) no later than 1:00 P.M. Friday, Dec 22, 2023**, in a sealed envelope clearly marked "Salvage Harvest Quote RJ Mutter Park RFQ-2023- 01. Late quotes will not be considered.
The provision to leave the RFQ at the RMWR's Dropbox beside the office door is also available.
2. All quotes must be in a lump sum amount submitted to the RMWR. Before submitting your bid, ensure that you review the Harvesting Timber Agreement Specifications and Special Instructions for each Harvesting Area.
3. In the event of identical price quotes, the parties involved in submitting these quotes shall be requested to quote at a price equal to or higher than their first quote.

2 - Fiona Salvage Harvest Timber Agreement Specifications 2023-24

The Contractor shall, in accordance with the terms and conditions of the Agreement, including schedules:

1. A minimum 72-hour notification period is required before starting any treatment on the property; the contractor must advise the RMWR contact person (CP) for that treatment area of the date and time when the treatment will be commenced. In addition, within 72 hours of the termination of the harvest, the Contractor shall advise the RMWR CP for the harvest area of the date and time when the harvest is completed. RMWR reserves the right to specify the window of time that the treatment will be permitted to be carried out. If the Contractor has any questions or concerns prior to the start or during the completion of treatment, they are encouraged to contact RMWR for clarification and instruction.
2. Every effort must be made to retain/protect all healthy, stable wind-firm trees, designated snags/legacy trees, cover patches and quality advanced natural regeneration. Salvage harvest activity is directed towards storm-damaged trees, i.e.: (blowdown/uprooted, leaning/hung up, broken tree segments, etc.).

Appendix 9.1 - Continued

Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

RFQ 2023-01

3. Ensure that all storm-damaged non-wind firm trees are salvaged. Hardwoods are to be salvaged to at least 6.4 cm (2.5 in.) minimum top diameter outside bark, small end; softwoods to be salvaged to 7.5 cm (3.0 in.) minimum top diameter outside bark, small end; poplar to be salvaged to 7.5 cm (3.0 in.) minimum top diameter outside bark, small end with the least amount of damage to the lands and roads on the property.
4. Repair any damage caused to the land and the roads during the removal of wood from the property.
5. Existing trails/roadways should be "opened up" when timber harvesting and ensure harvesting slash is not placed in existing trails.
6. All salvage harvesting activities should be implemented when soils are stable (dry, frozen) to prevent rutting.
7. Through the selection of appropriate harvest, extraction timing, load size of porters, and placement of slash for extraction trails, ensure that rutting of harvest sites is avoided. In the event that rutting or other damage that channels water flow occurs, implement erosion control measures to stop the erosion process. RMWR CP may specify brush mat layering or route selection to further minimize rutting.
8. Conform to Prince Edwards Islands Government Ecosystem-Based Forest Management Standards Manual 2018.
9. Ensure that stumps are cut to less than 15 cm (6 in.) in height, unless tree form makes this impossible, and then, stumps must be cut as close to the ground as sound silvicultural practice allows. For tipped or uprooted stumps, stumps must be tipped back or pulled out and placed flat on the ground.

Improper Harvesting Practices Deductions:

1. Large tops - fifty cents (\$ 0.50) for each 2.4 m (eight (8) foot) bolt with a small end diameter outside bark equal to or larger than specified in Salvage Harvest Agreement Specifications; in excess of twenty (20) per hectare.
2. High stumps - fifty cents (\$ 0.50) for each stump in excess of an average height of 15 cm (six (6) inches).

Request for Quotation

Rural Municipality of West River

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Appendix 9.1 - Continued

Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

RFQ 2023-01

3. Unless otherwise established in writing, ensure all harvesting and wood removal is to be completed no later than Feb.29th, 2024, or the Contractor shall forfeit the said contract. In the event that a different date is established in writing in the tender package, all harvesting and wood removal is to be completed by that date, or that Contractor shall forfeit the harvested wood left on site after OPEN-ENDED, 2024. In addition, a penalty of \$100 per cord shall be assessed for each cord of harvested round wood that is left on site after OPEN-ENDED, 2024.
4. Ensure that all trees marking the perimeter of the harvesting area, including those as corner points, shall be left standing.
5. Agree to suspend all work further to this Agreement upon receiving verbal or written notice to that effect from the contact person affiliated with RMWR.

When applicable:

1. Acknowledge that any wood stolen or taken from the property after the signing of this Agreement is not the responsibility of RMWR.
2. Acknowledge that the Contractor is allowed on the property for the purposes of carrying out the work only.
3. Acknowledge that the Contractor is required to fully comply with all terms and conditions of this Agreement, including the Schedules. In the event that the Contractor does not fully comply, RMWR shall carry out the remaining necessary work and tender an invoice to the Contractor for the cost of such work. The Contractor shall pay the amount of the invoice to RMWR within 60 days of receipt of the invoice. If the invoice is not paid within 60 days, RMWR may at its option, file with the Supreme Court of Prince Edward Island a judgment against the Contractor for the outstanding payment.

3 - Harvest (Salvage) Timber Agreement Specifications RJ Mutter Park Additional Treatment Instructions 2023/2024.

3.1 - Please also refer to Appendix A Access:

1. The proposed entrance is a temporary access point located on West River Rd., Rte. 9. Access points and any "woodyard/landing" is to be approved by RMWR.
2. Any mud/debris tracked onto the government road from truck traffic must be kept clean off.

Request for Quotation

Rural Municipality of West River

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Appendix 9.1 - Continued

Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

RFQ 2023-01

3. Stumps removed during any road/ landing construction must be deposited in designated areas.
4. The contractor is responsible for obtaining any permits and for any site work required.
5. The woodyard/ landing must be levelled off and cleaned of any debris- by the contractor.

3.2 - Harvest Block A 9.36ac

The harvest boundary is marked with orange flags, except for the Southern Stream Management Zone (SMZ) boundary, which is marked with blue flags.

3.3 - Harvest Block B 0.30ac & 0.37ac

The harvest boundary is marked with pink flags in two separate blocks connected with red flag extraction trail access.

4 - Confidentiality

Each quote and all information, materials, and products included in a quote submitted for this project Submissions shall become the property of the Rural Municipality of West River and are irrevocable and open for acceptance by the Municipality until sixty (60) days after the RFQ closing.

5 - Conflict of Interest

Any potential conflict of interest must be disclosed to the Rural Municipality of West River in writing. Any conflict of interest identified will be considered and evaluated by the municipality. The municipality has the sole discretion to take the necessary steps to resolve the conflict.

6 - No Contractual Obligations or Claims for Compensation

The Rural Municipality of West River reserves the right to select any quote in the best interests of and best value for the Municipality. The lowest bidder does not necessarily need to be chosen. The Municipality reserves the right to reject any or all quotes. The Rural Municipality of West River reserves the right to cancel this Request for Quotation, in whole or in part, anytime without penalty or recourse by the bidder. The Municipality also reserves the right to amend or supplement this Request for Quotation.

Request for Quotation

Rural Municipality of West River

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Appendix 9.1 - Continued

Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

RFQ 2023-01

Salvage Harvest Timber Agreement

Appendix A: Harvest Area 2023-24 RJ Mutter Park



Legend:

Proposed Landing	Orange Area
Cut-block A	Orange Flag
Cut-block B	Pink Flag
Extraction Trails	Red Flag
Stream Management Zone	Blue Flag

Request for Quotation

Rural Municipality of West River

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Appendix 9.1 - Continued

Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

RFQ 2023-01

RMWR Request for Quotation RFQ-2023-10 Contractor Quote Form

I, CORY GALLANT of CORY'S FORESTRY hereby submit a quote for the following Fiona Salvage Harvest as listed in the contractor bid form.

Note: All products harvested on each site will belong to the Contractor, provided that the terms and conditions of this agreement have been met. If completing the treatment will cost more than the Contractor is prepared to pay for the wood, a negative number should be shown in the Contractor quote form attached. A negative number in the Contractor Bid form will represent the amount of money the Contractor expects to receive from the RMWR to complete the prescribed harvesting.

Signature:

Address:

Phone:

Date:

DEC 22, 2023

Quote Closing Date: Quote must be received at the Rural Municipality of West River (RMWR) office or put in the RMWR's Dropbox, 1552 Rte. 19 (Afton Community Center) in a sealed envelope, no later than 1:00 P.M. Friday, Dec 22, 2023.

Highest or lowest or Any Quote not necessarily accepted by RMWR.

Note- The contractor agrees to maintain liability insurance, providing not less than \$2,000,000 coverage.

RFQ-2023-10	Quote Submission: RJ Mutter Park Fall 23-24	
Location	PID	Quote Price (\$)
Salvage Harvest Area A	227306	<u>-65,000.00</u>
Salvage Harvest Area B	227306	<u>-10,000.00</u>
	Total Quote Amount (\$)	<u>-75,000.00</u>

Appendix 9.2

M.J.R Logging Inc. has over 19 years' experience in the forestry industry. By adapting to the ever-changing demands of the forestry industry we have developed a successful business built on strong relationships with our partners and customers. M.J.R Logging Inc. is proudly the largest production logging company on PEI.

Equipped with a comprehensive lineup of machinery, we ensure the seamless fulfillment of all job requirements. Our inventory includes tree harvesters, forwarders, bunchers, logging trucks, bulldozers, excavators with root rake, and a tree mulcher – enabling us to deliver a full spectrum of services, both now and in the future.

M.J.R Logging Inc.

Appendix 9.2 - Continued

Fiona Salvage Harvest 2023 RJ Mutter Park PID 227306

RFQ 2023-01

RMWR Request for Quotation RFQ-2023-10 Contractor Quote Form

I Jamie Casey of M.S.R Logging Inc hereby submit a quote for the following Fiona Salvage Harvest as listed in the contractor bid form.

Note: All products harvested on each site will belong to the Contractor, provided that the terms and conditions of this agreement have been met. If completing the treatment will cost more than the Contractor is prepared to pay for the wood, a negative number should be shown in the Contractor quote form attached. A negative number in the Contractor Bid form will represent the amount of money the Contractor expects to receive from the RMWR to complete the prescribed harvesting.

Signature:

Address:

Phone: _____

Date: Dec 20/23

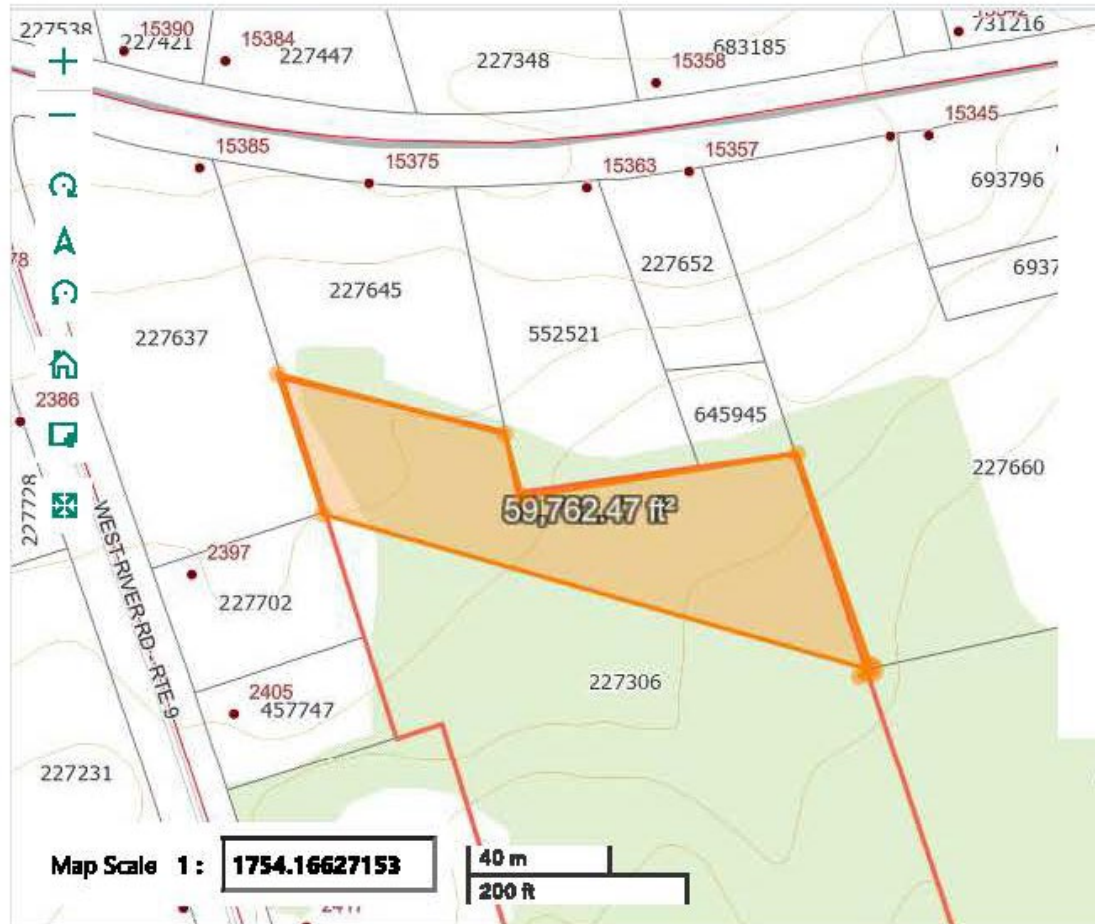
Quote Closing Date: Quote must be received at the Rural Municipality of West River (RMWR) office or put in the RMWR's Dropbox, 1552 Rte. 19 (Afton Community Center) in a sealed envelope, no later than 1:00 P.M. Friday, Dec 22, 2023.

Highest or lowest or Any Quote not necessarily accepted by RMWR.

Note- The contractor agrees to maintain liability insurance, providing not less than \$2,000,000 coverage.

RFQ-2023-10	Quote Submission: RJ Mutter Park Fall 23-24	
Location	PID	Quote Price (\$)
Salvage Harvest Area A	227306	\$ 24,150
Salvage Harvest Area B	227306	\$ 4,600
	Total Quote Amount (\$)	\$ 28,750

Geolinc Plus Property Map



Appendix 9.4

Standard Construction Document CCDC 2 2020

CHANGE ORDER

Work: "Bonshaw Community Center Improvements", 25 Green Road, Bonshaw,
PEI PID 402917, for the Rural Municipality of West River.
title and location

Change Order No.: 14

Date: December 01, 2023

Reference: Contract CCDC 2 2020

Consultant: W. D. Lawrence Architecture Inc.

Owner: Rural Municipality of West River

Contractor: Ridgeline Construction Ltd

Pursuant to paragraph 6.2.2 of GC 6.2 – CHANGE ORDER in CCDC 2 – 2020, the following is an amendment to the *Contract* stating the agreement between the *Owner* and the *Contractor* upon a change in the *Work* and the adjustments in the *Contract Price* and *Contract Time*.

Description:

Amount of original Contract	\$	272,941.00
CO #1: Doors/hardware	\$	57,394.00
CO #2: Drywall	\$	59,000.00
CO #3: Rebuild main entry	\$	22,600.00
CO #4: Add ramp	\$	101,050.00
CO #5: Add shower	\$	26,550.00
CO #6: Add generator	\$	78,300.00
CO #7: Add well pump	\$	2,700.00
CO #8: Painting	\$	<u>35,000.00</u>
Sub-total to C.O.#8	\$	655,535.00
CO #9: (Approved by Appendix 'A' Motion #2023-31)		
1. Interior finish	\$	55,465.00
2. Flooring/stairs	\$	24,800.00

Appendix 9.4 - Continued

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3.	Kitchen millwork	\$	20,800.00
	1. Kitchen materials increase	\$	2,837.56
4.	Drywall materials increase	\$	906.36
5.	Ramp materials increase	\$	3,250.00
6.	Insurance extension increase	\$	5,006.10
7.	See CO #11		
8.	Replace gutters and downspouts	\$	5,400.00
9.	Credit sold used items	(-) \$	<u>820.00</u>
	Sub-total C.O.#9	\$	117,645.02
CO #10:	Asphalt parking lot	\$	57,500.00
	1. Asphalt increase	\$	<u>15,356.00</u>
	Sub-total C.O. 10	\$	72,856.00
CO # 11:	Supply and install 2 lights on the front soffit with photo cell, 1 exterior light on the rear with photo cell, interior patching and painting repair	\$	4,500.00
CO # 12:	LVT flooring for the Lower Floor	\$	14,100.00
CO # 13:	Add propane tank pad for generator	\$	<u>4,294.76</u>
	Previously Revised Contract amount	\$	868,930.78
CO # 14:	Add gravel edging for parking lot perimeter	\$	<u>2,650.00</u>
	Revised Contract Amount	\$	871,580.78

Appendix 9.4 - Continued

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The contingency allowance is increased/decreased by the sum of \$ N/A
The *Contract Price* is increased by the sum of \$ **2,650.00**
The *Contract Time* is increased/decreased by 0 *Working Days*

Recommended by the Consultant

Wil Lawrence, Principal WDLA
name and title of person signing

December 01, 2023
date

Approved by the Owner

Laala Jahanshahloo - CAO
name and title of person signing

Dec 04/2023
date

Approved by the Contractor

Ridgeline Construction Ltd.
name and title of person signing


Dec 08/23
date