

# BEAVER BOARDWALK COMMUNITY OVERSIGHT COMMITTEE MEETING

**Meeting Minutes  
February 9, 2022  
Civic Centre – Committee Room  
Zoom Info under separate invite  
4:00-6:00 pm**

**Beaver Boardwalk Community Oversight Committee Members Present:  
Beth MacCallum, Douglas Lamb, Tom Marshall, Trevor Boutilier, Vivian Sergeew,  
Councillor Ostashek  
BBOC Members Absent: Kevin Gedling**

**TOH Admin Present: H. Waye, A. McEachern, D. Weber  
Strategic Services Manager –  
Acting Parks, Recreation & Culture Manager – A. McEachern  
Arena & Parks Supervisor – C. Oshanyk  
Acting Director of Community Services – H. v Klaveren  
Capital Projects: D. Daley-Beckford  
TOH Admin Absent:**

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## The Vision

The Beaver Boardwalk is a beloved community asset that balances a fiscally responsible, safe, outdoor recreational and educational experience with minimal impact to the natural landscape.

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Call to order 4:05pm

### 1.0 AGENDA

#### 1.1 Additions to the Agenda

- Councillor Ostashek: 3.1 and 5.1 needs to be covered today due to Council decisions. Item 4.1 may be delayed due to time crunch. Request to switch items 4.0 to 5.0. No objections.
- Beth: Add update to 2022 construction. No objects, added to Agenda

#### 1.2 Adoption of Agenda – Motion: Jan, carried

### 2.0 ADOPTION OF MEETING MINUTES

#### 2.1 BBOC Meeting Minutes – January 12, 2022: No additions

#### 2.2 Adoption of Minutes of January 12, 2022 – Motion: Beth, carried

### 3.0 ACTION ITEMS

#### 3.1 Review of Administrative Inquiry re: MWL Bridge Project & Tender Package

- Items for administration question should be brought up for discussion so they represent the board's concerns
- Diana Daley-Beckford: Council's motion "NELSON – That Council proceed with Option 3 – Build Boardwalk Approaches (North, South & West) to Maxwell Lake Bridge with limited plaza features as required for connectivity, with no modification to the bridge structure or elevation. Carried 4-3 Against: Haas, Michaels, Race". Project was tendered with opportunity to extend boardwalk to north trail, over gravel. South boardwalk was not extended due to funds available. Three options considered during design cost estimate phase.

- I. Ramps only, north and south ramps. No west connection. Estimated \$270,000 during design

- II. North side only, exclude west connection and south ramps. Estimated \$270,000 during design
- III. North trail to bridge, south ramp down to gravel, no west connection. Estimated \$326,347 during tender.

- Jan: Recognizes the importance of the west connection but questioned the proposed design, including dog-leg alignment. Diana replied this is to connect with existing west trail. Estimated ~\$95,000 for just west connection.
- Doug: Confirming one (1) bid received with two (2) week open RFP timeline. Diana confirmed
- Doug: Asking administration why ramps were selected instead of stairs. Diana responded for accessibility.
- Jan: Requested construction options to be distributed to BBOC.
- Beth: Concerned about contractor selected based on previous work. Diana responded the contractor was working as directed by the engineering design. Councillor Ostashek inquired about directions in place to monitor contractor's work during construction. Diana confirmed there will be on-site supervision during construction to monitor environmental and design adherence.
- Tom: BBOC has not been presented entire construction package prior to discussion. Tendered options are new to the BBOC.
- Beth: Stated grant instruction was for connectivity. Diana confirmed that the grant is for connectivity.
- Jan: Asked is there an option consideration that connected the north and south ramps within the grant budget? Councillor Ostashek referred to MWL Costing Sheet. At the time of Council's direction, detailed cost estimates were not available. BBOC can recommend Council to find additional funds for full project, or additional scope to the project.
- Doug: Asked what percentage of grant covers and if there is an expiry date? Diana: Grant expires December 31, 2023 and covers 80% of capital project cost. Town's portion is ~\$68,856. Grants is ~\$251,000. Total budget is ~\$359,376. Spent to date is \$59,506 on approvals and engineering. Remaining budget is \$299,869.61. Doug: concerned about single bidder during tender. Diana: Bids came below detailed cost estimates, retendering costs could come back higher than cost estimate. Supply chains have caused concerns and cost increases. Debbi: Tendering process followed typical process on APC and on Town of Hinton's website. Alberta Environment's restriction to winter construction timelines could cause delays beyond December 2023 deadline.
- Beth: Removal of bridge should still be considered by BBOC.
- Jan: Town's financial estimate for bridge removal with the other options presented needs to be provided in order to discuss properly. Expedited timelines are causing the projects to move faster than preferred.
- Councillor Ostashek: Sure Seal's bid for all work except for all deletables: \$303,348, which is close to our available budget of \$299,869.61. Additional environmental costs, note as deletable are due to being specific to West Connection project option. If these options are not pursued, these costs are deletable. Diana: Confirmed that deleted means optional for the project.
- Diana: Town has applied for a stackable grant (additional \$140,000) and AEP approval has been received for bridge connection. Council will be aware of the grant application during Council meeting. Results of the grant

application will be expected within 2-8 weeks. Grant approval required AEP approval. AEP approval expires December 1, 2034.

- Jan proposed motion of BBOC provides Council with ranked priority after reviewing option:
  - I. Priority 1: Purple - Full tendered project, including west connection for \$399,072.
  - II. Priority 2: Pink - \$303,348 (North connection to trail, south connection to gravel)
  - III. Priority 3: Red – ~\$270,000 Ramps only to gravel on north and south
- Diana: reviewed tendered options:
  - I. Purple: \$399,072
    - Includes connection to north trail, south landing, ramp to gravel trail, west connection (deletable option)
  - II. Red: \$270,000 (construction estimate)
    - Ramps on north and south side of bridge
  - III. Green: \$270,000 (Construction estimate)
    - Connection to north trail only
  - IV. Pink (Purple excluding west connection): \$303,348 (tendered price)
    - Includes connection to north trail, south landing and ramp to gravel trail
- Councillor Ostashek: Can contractor walk away due to changing scope?  
Diana: Unable to rule out the possibility. Contractor was aware the project was going before Council prior to construction.
- Beth: Asking administration to expand on reasoning behind S6 piling specification was used. Diana: Piling specification selected (S6) is standard specification for highway and pedestrian boardwalk and bridges. Tom: Asked for Administration to clarify question to engineers specifically regarding the boardwalk portion. Councillor Ostashek: The Town has hired a professional engineering company to certify the piling specifications. The BBOC intention is not to question the engineering.
- Beth: Asking Diana to clarify the elevation difference in west connection. Hans: West connection will require a slope to connect to proposed north connection. West loop will need to be rebuilt higher than existing.
- Councillor Ostashek: Conditions to recommendations priority ranking is possible, such as funds availability not to be funded through taxation, debenture or reserves.
- Diana: Highlighting west loop is currently closed and under water. If west connection is built, it is currently going nowhere.
- Trevor: Suggested the west connection is an estimated \$93,000. This connection length could likely be handled cheaper overall when considering the full west loop upgrading at a future time, which allows for future alignment considerations.
- Diana confirmed the north landing is still a part of the Pink option.
- Beth: Asked to clarify why designed north ramp is wider than south ramp. Diana: Wider north landing to accommodate wheelchair turning movement, existing signage and west connection. Signage placement can be chosen by BBOC.
- Jan: proposed amendment to initial motion to add funding conditions to purple option: Amount in excess of available funding will be paid through additional grants. Carried unanimously

- Diana: 35 days available to award contract, otherwise tender is null and void. Debbie: cautioned Winter work is constrained by definition by Alberta Environment. Diana: No official date for Winter Work, based on weather conditions.
- Tom: Noted water act approval allows operation until April 16, after which, work is shut down until roughly June.
- Return to Jan's motion called to question: BBOC provides Council with ranked priority: Carried 6-1
  - I. Priority 1: Purple - Full tendered project, including west connection for \$399,072
  - II. Priority 2: Pink - \$303,348 (North connection to trail, south connection to gravel)
  - III. Priority 3: Red – ~\$270,000 Ramps only to gravel on north and south
- Beth: Asking group to discuss additional tasks including gravel removal, bridge rail adjustments. Diana: AEP will direct Town to remove gravel if required during inspections, not the Town's decision. Tom: If gravel removal is required, what is required to replace the gravel? Project scope creep may occur.
- Diana: AEP will schedule inspection and will provide direction with proper construction notice.
- Councillor Ostashek reminded committee should let Council and Administration to handle details.
- Beth: Put motion forward: The BBOC recommends removing creosote ties and as much gravel that can be removed as reasonably possible.
- Jan: This causes a chain reaction in delays and price. Councillor Ostashek confirmed this is outside contract amount.
- Heather: Suggested motion for Beth amends motion to: Bring forward assessment of creosote removal
- Hans: AEP has mandated removal of creosote under the bridge. If creosote is discovered during construction, it must be handled through AEP.
- Jan: Requested on future motions for members voting against to provide their reasoning in order to further inform the BBOC of why they voted as such
- Beth amended proposed motion to: BBOC recommends gravel under ramps be removed as part of the construction. Carried 5-2.
- Diana: Contractor is aware there may be creosote removal within the tender. Engineering supervision is a part of the contract to ensure creosote is handled properly.

## **4.0 DISCUSSION ITEMS**

### **4.1 2022 Proposed Grant Funded Projects**

- Jan: Motion to postpone 4.1 Discussion Items to March 9, 2022 meeting. Carried unanimously.
- Towers
- Picnic Tables
- Additional Open Classroom
- Reimer Dr. Entrance
- Dock
- Current Closed Sections – West Loop (Sections J&K)
- Section A

- West Connection to Bridge (Section O)
- 4.2 Tender Information
- Councillor Ostashek asked if tendered information public knowledge?  
Diana: Construction estimates, costs and bidder are to be kept in confidence until made public February 19, 2022.

## **5.0 INFORMATION ITEMS**

### **5.1 Duplicated Boardwalk Section – Administrative Report**

- Hans: Council wants to hear of trail duplications for February 22, 2022 meeting. With prior BBOC discussions, drafted Duplicated Boardwalk Sections. Document reviewed.
- Councillor Ostashek: Confirms removals can be replaced with same alignment. Heather: Removal and immediate replacement does not affect wetland.
- Ostashek: Current replacement projects are nearing \$600,000 to date with only a fraction replaced. BBOC will need to decide if replacement is worth the investment on all sections. Closed sections may remain closed for significant time. Committee's scope also includes fiscal responsibility.
- Jan: Boardwalk is in current state due to previous maintenance practice. Are other construction techniques practical and cheaper?

## **6.0 2022 CONSTRUCTION UPDATE**

- Hans: Construction signage is up
- Drilling in Section L in north pond, there is not enough ice or water to build up sufficient ice. Section L can not be completed at this time due to inability to get across the ice.
- Green section (connection to shore) is workable.
- Section B (dock to intersection) and Green is accessible once ability to get equipment across the lake. Rig mats are an option to get across lake.
- Grant has not been approved for extension at this time. Currently expires June 2022. Rig matting would extend costs beyond grant amount.

## **7.0 NEXT MEETING DATE**

7.1 Wednesday March 9, 2022, 4:00-6:00pm

## **8.0 ADJOURNMENT - 7:05 pm**

- Beth: Motion to adjourn: Carried unanimously