



ALL EQUIPMENT AND LABOUR REQUIRED TO PERFORM THE FOLLOWING IS TO BE SUPPLIED BY  
THE CONTRACTOR:

Summer Maintenance One Year Term - Cambridge-Narrows

May 20, 2025, to October 31, 2025

*Area and Job Performance Requirements:*

**Cambridge-Narrows Regional Library – Lakeview Road**

General lawn care maintenance to include mowing, trimming and maintenance of flower gardens. This work is to be performed on an as is required basis in which to maintain an overall tidy appearance of the property, changing/cleaning water filter in fall, and cleaning filters in heat pumps twice per year (May & October)

**Pines Conservation Park – Bridge Drive**

Weekly area maintenance to include, but \*not limited to, mowing, trimming and flower garden upkeep. The area of work is to include field area, signage and roadside area along property. The placement and inspection of picnic tables and any small repairs to them that may be required. Placement and removal of garbage bins. Garbage is to be removed on a regular basis to maintain an overall tidy appearance of the property.

**Cambridge-Narrows Ball field Area – Scenic Narrows Blvd.**

Weekly area maintenance to include, but not limited to, mowing and trimming of property. Placement and removal of garbage bins. Garbage is to be removed on a regular basis to maintain an overall tidy appearance of the property. Extra inspection of site, removal of debris and garbage is to be performed for scheduled events upon the notice of the Arcadia office. Further to previously mowed area, new area around Disc Golf to be bush hogged twice per year.

**Cambridge-Narrows Medical Clinic**

Mowing of area around clinic building as needed to maintain a tidy appearance. Maintenance of flower beds, removal of cobwebs and debris for front entry. Area that cannot be mowed will be bush hogged once per year. Clean filters in heat pumps twice per year (May & October)

### **Cambridge-Narrows Old Fire Hall**

Mowing, whipper snipping and removal of trees, branches and garbage around the area as required to maintain a tidy appearance.

### **Cambridge-Narrows Side Hill Garden**

Plant and maintain side hill garden as per design provided. Early pruning and dividing of garden are also included. Arcadia to cover cost of flowers, mulch, and other materials as per the design. Mowing of side hill is now added to the contract.

### **Municipal Building Grounds, Municipal Lane**

Placement and removal of garbage bins. Mowing and trimming of Bandstand area, front lawn area and back area of the Municipal property. Maintenance of flower beds including placement of mulch, trimming of trees and shrubs, and the removal of debris and garbage as required to maintain a tidy appearance. Early pruning and dividing are also included. The inspection and removal of wasps, hornets or other insects that may inhibit the safe use of the bandstand structure and entrances to the main building. Placement and removal of picnic tables, any small repairs to picnic tables as required. Removal, as required of cobwebs and debris in the front entry and rear entry of building.

### **Anthony Flowers House**

Mowing and trimming of area as required to maintain a tidy appearance.

### **Hendry Lighthouse Property, Washademoak Lane**

Mowing and trimming of area as required to maintain a tidy appearance. Removal of all debris and garbage as needed.

### **Three Wharf Sites: Cambridge-Narrows Wharf, Wharf Road; Humphreys Wharf, Lower Cambridge Road; Motts Landing Wharf, Lower Cambridge Road**

Placements and removal of garbage bins. Removal of all debris and garbage from sites. Any mowing or trimming required to maintain a tidy appearance of areas. Placement and removal of swim platforms.

### **Supervision Requirements**

20 hours a week supervision, instruction on technique and safety aspects of equipment use and daily work requirements to be performed by Village Student Employees.

Servicing and Delivery of Village owned equipment to sites as required for the Village Student Employees only.

### **Insurance Requirements**

Must provide WorkSafeNB Clearance Certificate.

Must provide proof of minimum 2,000,000 Liability coverage on all vehicles to be used on Municipal Property.

### *Additional General Requirements*

The reporting **to the CAO** of any other maintenance issues at the above-mentioned properties as they arise.

Moving of picnic tables and garbage van, etc., for Community Events.

Provide an hourly rate for any additional work that may be requested by the Municipality.

- **“not limited to” meaning the removal of branches and other large debris due to rain or windstorms.**

**(PLEASE NOTE: This contract is based on Arcadia providing one student for the summer.)**