



OF # 25 - Minutes

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT

JANUARY 18, 2012

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, January 18, 2012 at 7:30 a.m.

PRESENT: Rick Wiedenhoeft
Paul Ryan
Ken Perry
Roy Avis
Mark McCaig
Doug Brown

REGRETS:

GUESTS:

1. Called to order at 7:33 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
 - a) Information Report No. 1 – 2012 Water & Sewer Rates
 - b) Daily Line-Up Work Sheet & Three (3) Staff Members to Shut-Off a Curb Stop Valve

3. Disclosure of pecuniary interest and general nature thereof – none.

4. Approve Minutes from January 4th, 2012 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.

5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES

- Award Phase II of Tender 11-OF-09 - 2011 – Roadway Reconstruction & Watermain Improvements – Third Street East from Victoria Avenue to Portage Avenue – the report was reviewed and will be forwarded to Council for approval.

6. WATER

Water Treatment Plant

Water Distribution System

- December 2011 Drinking Water Systems Monthly Summary Report – the report was reviewed and will be forwarded to Council for approval.

7. SEWER

Sewage Treatment Plant

- Wastewater Treatment Facility December 2011 Monthly Report – the report prepared by OCWA was reviewed and will be forwarded to Council as information only. No action required.

8. TRANSPORTATION

Traffic Safety Advisory Committee

9. WASTE MANAGEMENT

- Waste Disposal Site Monthly Inspection – December 2011 – the report was reviewed and will be forwarded to Council as information only. No action required.

10. AIRPORT

- Monthly Statistics – December 2011 – statistics were reviewed and will be forwarded to Council as information only. No action required.
- Airport Facility – Renewal of Lease Agreements – the report was reviewed and will be forwarded to Council for approval.

11. PARKS & CEMETERIES

12. INFORMATION REPORTS

- Monthly Operations Statistics – Milt Strachan – November 2011 – monthly statistics were reviewed and will be forwarded to Council as information only. No action required.
- Monthly Operations Statistics – Doug Herr – November 2011 – monthly statistics were reviewed and will be forwarded to Council as information only. No action required.
- Monthly Operations Statistics – Milt Strachan December 2011 – monthly statistics were reviewed and will be forwarded to Council as information only. No action required.
- Monthly Operations Statistics – Doug Herr – December 2011 – monthly statistics were reviewed and will be forwarded to Council as information only. No action required.

13. NON-AGENDA ITEMS

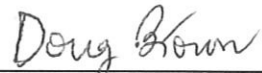
- a) Information Report No. 1 – 2012 Water & Sewer Rates – the Operations & Facilities Manager handed out a report with pertinent information on the water and sewer costs, revenues and consumption data. Mayor Avis would like that the reduction in the amount of water included in the minimum flat rate be included in the report. Doug Brown will make this adjustment. Also it was agreed that a special Operations & Facilities Executive Committee meeting would be held on Wednesday, February 1st, 2012 to only discuss the 2012 water and sewer rates.

- b) Daily Line-Up Work Sheet & Three (3) Staff Members to Shut-Off a Curb Stop Valve – Operations & Facilities Manager explained that Councilor Perry came to the office yesterday to complain that three (3) staff members came to his property on Tuesday, January 10th, 2012 to shut off the curb stop valve and only one (1) staff member did all the work. I explained that this case was unusual and that this is normally only a one-man job.

Doug Brown also informed the entire Operations & Facilities Executive Committee that the three (3) men were on the way to another job and that all three (3) members were being transported in one vehicle and to complete this job on the way. The three-men crew were trimming trees in the lanes in the west end of the community.

There being no further matters before this committee at this time; this meeting was adjourned at 9:30 a.m.


Chairman
Operations & Facilities Executive
Committee


Manager Operations & Facilities