



OF # 22 - Minutes

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT

DECEMBER 7, 2011

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, December 7th, 2011 at 7:30 a.m.

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

REGRETS:

GUESTS: Barb Kircher @ 8:00 a.m. to 8:30 a.m. – (Armit Avenue Sidewalk)
Robert Dakin @ 8:30 a.m. to 9:00 a.m. – (1107 Second Street East)
Douglas Herr @ 8:30 a.m. to 9:00 a.m. – (1107 Second Street East)

1. Called to order at 7:31 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.

3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from November 23rd, 2011 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
 - Execution of ESRI – Small Government Enterprise Agreement (GIS Software) – the report was reviewed and will be forwarded to Council for approval.
 - Armit Avenue Sidewalk Between Front Street to Church Street – Barb Kircher arrived at the meeting at 8:00 a.m. and gave a brief presentation on the reasons why there should be two (2) sidewalks along Armit Avenue between Front Street to Church Street. Also she was given an opportunity to ask questions and receive clarification. Barb Kircher left the meeting at 8:30 a.m. The Administration report prepared will be revised to include the following recommendation that the previous decision of Council on September 12, 2011 in regards to the above mentioned sidewalk would remain. The report will be forwarded to Council for approval.

6. WATER

Water Treatment Plant

Water Distribution System

- 1107 Second Street East – Repairs to Water Service Line – Letters from Robert & Jean Dakin – November 10, 2011 – Doug Herr and Robert Dakin arrived at the meeting at 8:30 a.m. Both Doug and Robert were given an opportunity to present their case in regards to inspecting a water service and relocating a curb stop valve to the property line at 1107 Second Street East. Robert and Doug left the meeting at 9:00 a.m. The Administration report prepared will be revised to include the following recommendations;
 - 1) That Jean Dakin, property owner of 1107 Second Street East will be responsible for all costs associated in relocating the water service curb stop valve to the property line where a new invoice will be prepared in 2011.
 - 2) That the cost of replacing the sidewalk is the responsibility of the Jean Dakin, property owner of 1107 Second Street East where the Town will invoice for this concrete work in 2012 in accordance to the 2012 by-laws rates.

- 3) The Town will not charge Jean Dakin, property owner of 1107 Second Street East for the cost to remove the existing sidewalk as her building contractor performed this activity.
- 4) That the existing invoice to Jean Dakin, property owner of 1107 Second Street East complete with service charges will be cancelled where a new invoice will be prepared for the work that took place in 2011 (relocating the curb stop and inspection services).

The report will be forward to Council for approval.

7. SEWER

Sewage Treatment Plant

- Wastewater Treatment Facility October 2011 Monthly Report – the report was reviewed and will be forwarded to Council as information only.

8. TRANSPORTATION

- Establishing a Community Parade Route – Going Forward – the prepared report was endorsed by the Operations & Facilities Executive Committee and will be forwarded to Administration & Finance Executive Committee.

Traffic Safety Advisory Committee

9. WASTE MANAGEMENT

10. AIRPORT

11. PARKS & CEMETERIES

- Request from Parks Canada to enter into an agreement to install & maintain the Fort St. Pierre Commemorative Plaque – the report was reviewed and will be forwarded to Council for approval.

12. INFORMATION REPORTS

13. NON-AGENDA ITEMS

There being no further matters before this committee at this time; this meeting was adjourned at 9:02 a.m.



Chairman
Operations & Facilities Executive
Committee

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Manager Operations & Facilities