



Minutes

Operations Committee

November 9, 2021, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS

PRESENT:

Chair Brock Hamley
Mayor Ian Boddy
Councillor Travis Dodd
Member Paul Foster
Councillor Scott Greig
Member Bill King
Member Meghan Robertson (5:46 p.m.)

MEMBERS

ABSENT/REGRETS: Councillor John Tamming

STAFF PRESENT:

Tim Simmonds, City Manager
Dennis Kefalas, Director of Public Works and Engineering
Kate Allan, Director of Corporate Services
Chris Webb, Manager of Engineering Services
Matt Prentice, Manager of Public Works
Rick Chappell, Supervisor of Environmental Services
Ashley Ford, Water and Wastewater Administrative Assistant

1. CALL TO ORDER

Chair Hamley called the meeting to order at 5:30 p.m.

2. CALL FOR ADDITIONAL BUSINESS

- 2.a Director of Public Works and Engineering Re: Snowplow Rental Memorandum
- 2.b Member Foster Re: Committee Wifi Access
- 2.c Member Foster Re: Future Garbage Contracts

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the Operations Committee meeting held on October 12, 2021

OC-211109-001

Moved by Member Foster

"THAT the Operations Committee approves the minutes of the meeting held on October 12."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no depositions and presentations.

6. PUBLIC QUESTION PERIOD

There were no questions from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

The Operations Committee discussed Item 8.f.1 at this time.

8. REPORTS OF CITY STAFF

8.f.1. Report OP-21-043 from Supervisor of Environmental Services Re: Transit Optimization Study Recommendations

The Supervisor of Environmental Services provided an overview of the report.

Committee discussed:

- the benefits of electric busses over diesel busses;
- the rationale for the sunset strip extension;
- data requirements for future contract; and
- that modifications to the bus route direction can be discussed after the RFP process.

OC-211109-002

Moved by Councillor Dodd

"THAT in consideration of Staff Report OP-21-043 from Supervisor of Environmental Services respecting Transit Optimization Study Recommendations, the Operations Committee recommends that City Council direct staff to:

- 1. Initiate the procurement process in Q4/2021 for a multi-year transit contract using the information presented in this report;**

2. **Identify in the procurement process that special consideration be given to Option 1 as outlined in the Transit Optimization Report and the Option of transit operations tied directly to the budget allocation presented to Council;**
3. **Report back to Operations Committee no later than April 2022 with the results of the procurement process for Committee's consideration and recommendation;**
4. **Apply for any grant opportunities with regard to providing all aspects of Transit Services; including the greening of the current bus fleet through alternative fuel sources such as electric and hydrogen fuel cell and that staff highlight those applications when reporting back the results of the procurement to Committee; and**
5. **Bring forward a by-law to authorize the execution of an agreement to extend the current transit contract with First Student to August 31, 2022."**

Carried.

- 8.a Report OP-21-045 from the Director of Public Works and Engineering Re: Update Regarding Actions for Strategic Plan Key Results for Operations Committee

The Director of Public Works and Engineering provided an overview of the report respecting an update on the actions for the Strategic Plan Key Results.

Committee questioned whether hydrogen fueled busses were being looked at in the Transit Options for the new contract. The City Manager explained that all options will be investigated during the RFP process with respect to the bus choice for the new contract.

OC-211109-003

Moved by Councillor Dodd

"THAT in consideration of Staff Report OP-21-045 respecting an update on the actions for the Strategic Plan Key Results for the Operations Committee, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.b Airport

8.b.1 Report from the Loomex Group Re: Monthly Airport Report - October, 2021

The Director of Public Works and Engineering provided an overview of the report respecting the monthly Airport Report - October 2021.

Committee asked how many more reports will be coming to Operations Committee. The Director confirmed a November and December monthly report will be coming back to Operations Committee before year end.

OC-211109-004

Moved by Member King

"THAT in consideration of a report from the Loomex Group respecting a Monthly Airport Report - October 2021, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.c Engineering

8.c.1 Report OP-21-011 from Director of Public Works 10th Street Bridge Financial Breakdown and Cost Summary

The Director of Public Works and Engineering provided an overview of the report respecting the 10th Street Bridge Final Financial Breakdown and Cost Summary.

Committee questioned what the timeline is for re-siding the building along the bridge. Staff confirmed that work would begin in the next week to be completed prior to Christmas.

Committee questioned the overage in in-house engineering and whether staff had to postpone other jobs in order to work on the 10th Street Bridge overages. Staff confirmed that there were no delays in other projects directly related to this overage.

OC-211109-005

Moved by Councillor Greig

"THAT in consideration of Staff Report OP-21-050 respecting 10th Street Bridge Financial Breakdown and Cost Summary, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.d Environment

8.d.1 Report OP-21-046 from Supervisor of Environmental Services Re: Leaf and Yard Waste Compost Facility

The Supervisor of Environmental Services provided an overview of the report regarding the Leaf and Yard Waste Compost Facility.

Committee discussed:

- The possibility of staffing the compost facility; and
- Options on how to make it a revenue source in order to offset the costs of having the wood chipped.

Committee questioned if the City didn't do the monthly cardboard pickup could that amount be reallocated towards the compost facility? Staff will bring a number back to Council on what that amount would be.

OC-211109-006

Moved by Councillor Dodd

"THAT in consideration of Staff Report OP-21-046 respecting , the Operations Committee recommends that City Council receive the report for information purposes.

Carried.

8.e Public Works

None.

8.f Transit

8.f.1 Report OP-21-043 from Supervisor of Environmental Services Re: Transit Optimization Study Recommendations

This item was discussed prior to Item 8.a.

8.f.2 Report OP-21-047 from Supervisor of Environmental Services Re: Bus Stop/Shelter Maintenance

The Supervisor of Environmental Services provided an overview of the report respecting the Bust Stop/Shelter Maintenance.

Staff explained they will be putting together a business case to see about internal staff looking after the maintenance, but with snow soon upon us, would be needing to have the contractor take on this winter and give staff time to look into how City staff can provide this service going forward.

OC-211109-007

Moved by Member King

"THAT in consideration of Staff Report respecting , the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.g Water and Wastewater

8.g.1 Report OP-21-048 from Manager of Public Works Re: Wastewater Quality Management Standards (WWQMS) Council Endorsement

The Manager of Public Works provided an overview of the report regarding Wastewater Quality Management Standards (WWQMS) Council Endorsement.

OC-211109-008

Moved by Member Foster

"THAT in consideration of Staff Report OP-21-048 respecting Wastewater Quality Management System (WWQMS) Commitment and Endorsement, the Operations Committee recommends that City Council authorize the Mayor, City Manager, and Director of Public Works and Engineering to sign the Commitment and Endorsement section (Element 3) of the Operational Plan."

Carried.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

11.a Committees Information Sheet

The Chair noted that the City is currently looking for volunteers to sit on City Committees and applications are being accepted until November 26th, 2021.

12. DISCUSSION OF ADDITIONAL BUSINESS

12.a Snowplow Rental Memorandum

The Director of Public Works discussed the Memorandum regarding Snowplow Rental.

Committee questioned whether staff could rent a snow plow from a local contractor/company. Staff explained the rental of a plow for the season is the best option as we would only be paying for the vehicle rental and not have to pay for an operator as well, as we would be using City staff to operate this plow.

Staff explained that if this plow is unable to be fixed, a new truck wouldn't be available this season anyways, so rental would be the only option as it would leave it too lean on equipment and operators.

12.b Committee Wifi Access

Member Foster explained that the WiFi that is available for the public members isn't strong enough to download the full agenda and is requesting they have access to proper WiFi.

The Director of Public Works and Engineering will bring this request forward to the IT Department.

12.c Future Garbage Contracts

Member Foster stated that he would like to see the Operations Committee have input with respect to the future Garbage Collection contracts.

Staff confirmed that they will be consulting with the Operations Committee leading up to the RFP process to gain input and suggestions.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Hamley adjourned the meeting at 6:39 p.m.