

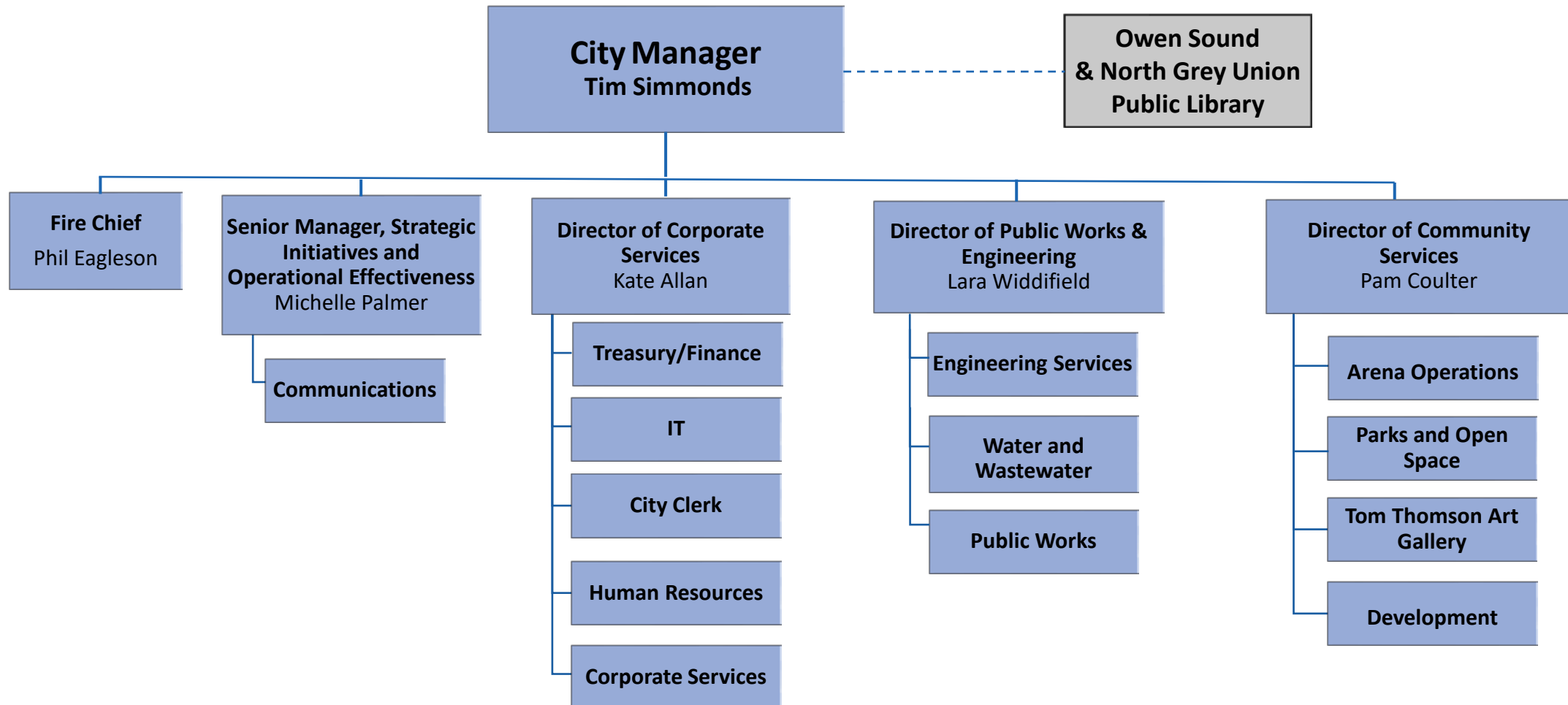


2025 Committee Introduction

Operations Committee

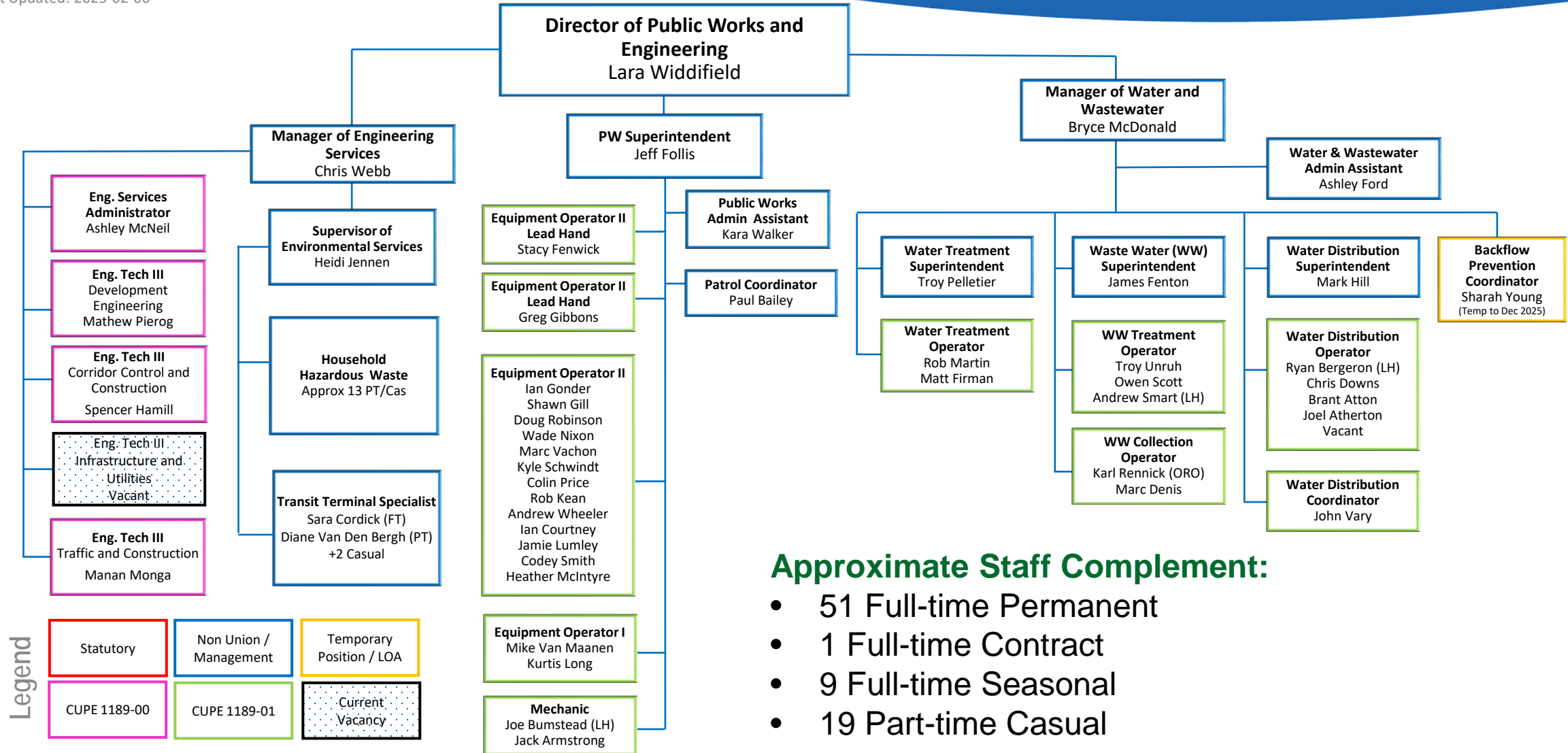
February 20, 2025

Owen Sound Management Structure



Public Works and Engineering Organizational Structure

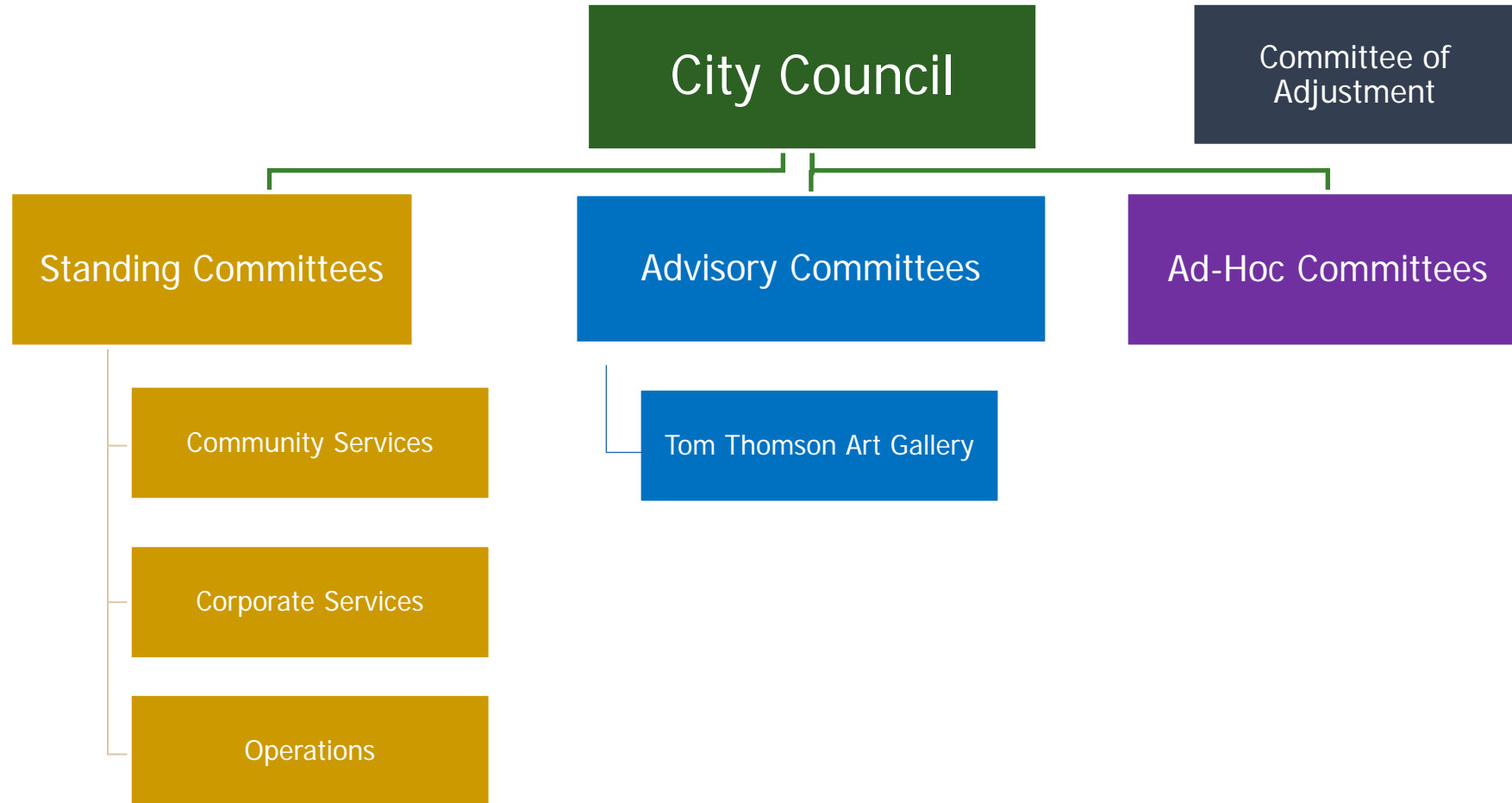
Last Updated: 2025-02-06



Approximate Staff Complement:

- 51 Full-time Permanent
- 1 Full-time Contract
- 9 Full-time Seasonal
- 19 Part-time Casual

Committee Structure



- **Council:**

- Makes the final decision on all matters

- **Committees:**

- Provide advice and recommendations to Council
- Host public meetings or open houses as directed by Council
- Monitor and evaluate financial and operational performance of programs and services

- To advise, when requested by Council, on Public Works & Engineering policies, programs and services relating to:
 - Asset Management and Infrastructure Planning
 - Corridor Control: On-street Parking, utility alignment approvals, road closures and temporary encroachment permits
 - Development Review
 - Drainage and Stormwater Management
 - Engineering Design and Construction
 - Environmental Sustainability
 - Fleet Acquisition, Operation and Maintenance
 - Public Transit
 - Roads and Bridges
 - Solid Waste Management and Landfills
 - Streetlighting
 - Traffic Control Systems
 - Winter maintenance
 - Water Treatment and Distribution
 - Wastewater Collection and Treatment

Meeting Dates, Times and Location

- Operations Committee meets as follows:

Day:	3 rd Thursday of the month
Time:	5:30 p.m.
Location:	Council Chambers

Preparing for a Meeting

- **Agenda**

- Published to City's website the Friday before the meeting
- Recording Secretary (Ashley Ford) will send a notification email
- Read the agenda prior to the meeting

- **Attendance**

- Notify Recording Secretary if you cannot attend
- Approval must be given to be absent from 3 consecutive meetings
- Provide notice to Recording Secretary if you need to join the meeting electronically (Teams)

What Governs Our Work

- **City Policy**

- Official Plan
- Strategic Plan
- Winter Control Level of Service

- **Provincial Acts & Regulations**

- Safe Drinking Water Act
- O. Reg. 239 Minimum Maintenance Standards
- O. Reg. 169 Ontario Drinking Water Standards
- O. Reg. 170 Ontario Drinking Water Systems
- O. Reg. 128 / 129 Water/Wastewater Certification

- **Federal Acts & Regulations**

- Fisheries Act - Wastewater Systems Effluent Regulation

- **Engineering Standards**

- OPSS
- City of Owen Sound
- MECP Minimum Design Standards
- AWWA Standards

By Profession:

- Project Managers
- Operators (Heavy Equipment, Water Treatment, Water Distribution, Wastewater Treatment, Wastewater Collection)
- Administrators
- Engineers and Technologists
- Mechanics
- Plumber

By Title:

- Operator
- Lead Hand
- Superintendent / Supervisor
- Manager
- Administrative Assistant / Administrator
- Coordinator
- Mechanic
- Patroller

**We perform many functions defined by our area of expertise
and job scope**

Annual Budget Responsibility:

2024 Operating (Net)

Tax Supported:	\$8,665,993
Water & Wastewater (User-pay):	\$8,138,865
Total:	\$16,804,858

Value of 2024 Capital Projects

Budget of all open PW & E Capital Projects:
\$42,588,650

Approximate 2024 project contribution
(contingent on grant funding):
\$12,595,000



Infrastructure Assets - Totals

- 243 Lane km Road
- 107 km Sidewalk
- 4.2 km Forcemain Sewer
- 119.3 km Gravity Sewer
- 160.6 km Watermain
- 1668 Maintenance Holes
- 680 City-owned Fire Hydrants
- 61 Flushing points/blow-offs
- 2196 Mainline Water Valves

Locates Completed in 2023

- 2,099 water locates
- 320 street lighting locates
- 61 Traffic light locates
- 37 emergency locates

Special Events

- 27 Events supported in 2024
 - 17 required road closures
 - 18 equipment requests
 - 14 required media releases on behalf of the event and road closure
 - 3 also required a Grey County permit
 - 20 are recurring (annual) events
 - 23 work orders generated; resources applied totalled \$25,689.68

Absorbed labour costs can vary widely depending on the scope of the road closure.

Most expensive 2024 event was November 16th (Christmas Parade, Holiday Magic, Hockey Fest, Northern Lights at over \$8,160.

Engineering Permits

Temporary Encroachment Permit Type	2024	2023	2022	2021
Access modification/resurfacing	41	43	33	23
COS/COS contractor	16	27	13	16
ROW Occupancy	27	13	25	22
Scaffold/hoarding	3	4	3	2
Utilities - Hydro/Gas/Telecom	66	71	48	39
Water/Wastewater/Storm services (contractor)	12	8	11	9
Total Permits	165	166	133	111

- 165 permits issued from 201 applications
- 84 exempted from fees (events, utilities and utility contractors, COS and COS contractors, waived)
- 81 applications paid fees, totalling \$6,114 (up from \$3,983 in 2023 due to fee structure changes)
- 5 permits were extended. 5 were placed on hold, and 20 were abandoned after applying. 4 carry over to 2025.

Assets Installed or Replaced as part of Capital projects:

- 1430 Centreline metres of road resurfaced
- 1000 Centreline metres of road reconstructed
- 730m of Sanitary Sewer (16 Maintenance Holes)
- 28 Stormwater Catchbasins
- 2 Oil-Grit Separators for stormwater quality
- 890m of Storm Sewer (13 Maintenance Holes)
- 1513 m of Watermain
- 850m Multi-Use Path
- 845m Sidewalk
- 18m of Boardwalk
- 10 decorative Streetlights
- 10 standard Streetlights
- 28 Trees Planted

Water Assets Added through Operational work

- 2 dead ends looped
- 185 water meters replaced
- 12 new water meter installs
- 12 hydrants installed/replaced/rebuilt
- 12 new water services for infill lots
- 10 water meters upgraded to radio-read technology

Service review Projects

- 3.A.5. Water Meter Conversion Project
- 5.B.1. Undertake Winter Maintenance Review

Capital Projects

- 22N.4 WTP Filter Replacement Project
- 22O.4 WWTP Intermediate Bar Screens and roof repair
- 2.A.1 Cloud Based Solutions for digital timesheet, work order, asset management
- 2.B.1 Mobile Technology
- 2025 Road Resurfacing Program
- 9th Avenue East Phase 1 Rehabilitation – Superior St to 6th St E
- 9th Avenue East Design– 20th St E to 23rd St E
- 4th Avenue West Reconstruction Phase 1 Design– 15th St W to 17th St W
- 32nd Street East at East Bayshore Rd – Watermain Replacement & PRV Installation
- 27th Street West Sewage Pumping Station Electrical Rehab

Operational – Programs and Policies

- Implement Green Bin (Curbside Organics Collection) Program
- Legislative Services Policy Review and consolidation of PWE Policies
- Potable Water/Water meter Bylaw
- Meaford Boundary Road Agreement
- Support the Vision 2050 project
- Development Review

Plus, many other capital and operational activities... Stay tuned for exciting updates!

Thank you for your attention!

Questions?