



Minutes

Operations Committee

February 20, 2025, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS

PRESENT:

Chair Deputy Mayor Scott Greig
Vice Chair Carol Merton
Member Donald Anderson
Member Arlene Blue Indoe
Member Mike Crone
Member Robert Droine
Councillor Brock Hamley
Member Michele Hawkins
Councillor Suneet Kukreja

STAFF PRESENT:

Tim Simmonds, City Manager
Lara Widdifield, Director of Public Works and Engineering
Bryce McDonald, Manager of Water & Wastewater
Chris Webb, Manager of Engineering Services
Heidi Jennen, Supervisor of Environmental Services
Ashley Ford, Water and Wastewater Administrative Assistant

1. CALL TO ORDER

The Director of Public Works and Engineering called the meeting to order at 5:30 p.m.

2. ELECTION OF CHAIR

The Director of Public Works & Engineering opened the floor for nominations for the position of Chair for the Operations Committee.

Councillor Merton nominated Deputy Mayor Greig for the position of Chair for the Operations Committee. Deputy Mayor Greig accepted the nomination.

Member Anderson nominated Councillor Hamley for the position of Chair for the Operations Committee. Councillor Hamley declined the nomination.

The Director of Public Works and Engineering called for any further nominations. There being no further nominations, the Director declared the nominations closed.

Deputy Mayor Greig was acclaimed as the Chair of the Operations Committee and assumed the position of Chair.

3. ELECTION OF THE VICE CHAIR

Chair Deputy Mayor Greig opened the floor for nominations for the position of Vice Chair for the Operations Committee.

Member Anderson nominated Councillor Merton for the position of Vice Chair. Councillor Merton accepted the nomination. Chair Deputy Mayor Greig asked for any further nominations. There being no further nominations, Chair Deputy Mayor Greig declared nominations closed.

Councillor Merton was acclaimed as Vice Chair of the Operations Committee.

4. CALL FOR ADDITIONAL BUSINESS

4.a Chair Deputy Mayor Greig Re: Snow Response

5. DECLARATIONS OF INTEREST

There were no declarations of interest.

6. CONFIRMATION OF MINUTES

6.a Minutes of the Operations Committee meeting held on December 19, 2024

OP-250220-001

Moved by Member Anderson

"THAT the Operations Committee approves the minutes of the meeting held on December 19, 2024."

Carried.

7. DEPUTATIONS AND PRESENTATIONS

7.a Report OP-25-009 and Presentation from the Director of Public Works and Engineering Re: 2025 Committee Introduction and Department Workplans

The Director of Public Works & Engineering provided an overview of the Presentation.

Committee questioned the Wastewater Treatment Plant (WWTP) intermediate bar screen capital project and whether it will be completed as it has been on the capital projects list for quite sometime. Staff confirmed that the roof needs to be repaired first prior to the bar screen tendering process but it is going ahead for completion in 2025.

The Committee requested a tour of key facilities in 2025. Staff confirmed a tour could be arranged for the Water Plant and the Wastewater Plant in early summer and late fall to coordinate with the Plants' construction projects.

The Committee questioned the public consultation process for the 4th Avenue West (15th St W to 17th St W) reconstruction project. Staff confirmed that the public consultation would mimic the Alpha Street public consultation process

OP-250220-002

Moved by Councillor Kukreja

"THAT in consideration of Staff Report OP-25-009 and a presentation respecting 2025 Operations Committee Introduction and Work Plans, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8. PUBLIC FORUM

There were no questions or comments from the public.

9. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

10. REPORTS OF CITY STAFF

10.a Engineering

None.

10.b Environment

10.b.1 Report OP-25-007 from Supervisor of Environmental Services Re: Household Hazardous Waste and Leaf and Yard Waste Site Charge Rates for Municipal Partners

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

Committee discussed the cost recovery of the Household Hazardous Waste program and suggested staff analyze and reassess the 2026 program before the participating municipalities begin their budget preparation.

Committee questioned the frequency of security at the Leaf and Yard Waste site. Staff confirmed the budget for security at that site is \$4,000 annually resulting in the Security Contractor not attending the site full time.

OP-250220-003

Moved by Councillor Hamley

"THAT in consideration of Staff Report OP-25-007 respecting Household Hazardous and Special Products Events and Leaf and Yard Waste Site Charge Rates for Municipal Partners, the Operations Committee recommends that City Council:

- 1. Approve maintaining the per-vehicle charge of \$60, with an additional \$60 fee for vehicles carrying more than 54 litres of waste and an administrative fee of \$1,565 to participating municipalities for the Hazardous and Special Products events for 2025 and 2026, with a review planned in 2026;**
- 2. Direct staff to bring forward a by-law to execute the 2025 and 2026 Hazardous and Special Products Agreements with Georgian Bluffs, Grey Highlands, Meaford, and Chatsworth municipalities;**
- 3. Approve maintaining the annual cost for non-city municipal usage of the leaf and yard waste site at \$26,000 for 2025 and 2026, with a review planned at the end of 2026; and**
- 4. Direct staff to bring forward a by-law to execute the 2025 and 2026 Usage Agreement for the Leaf and Yard Waste site with the Township of Georgian Bluffs and the Municipality of Meaford, pending approval of their 2025 and 2026 budgets."**

Carried.

10.c Public Works

None.

10.d Transit

10.d.1 Dashboard from Supervisor of Environmental Services Re: Quarterly Transit Dashboard

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

In response to a question from Committee, staff will confirm punctuality requirements in Voyago's contract.

Committee requested that going forward they would like the mobility statistics added to the dashboard.

Committee asked staff to ask the contractor how to improve the ridership of the mobility bus. Staff explained that the service is on-demand and its not always feasible to have multiple riders at a time due to their pick-up and drop off locations. Staff noted that the service is well utilized.

OP-250220-004

Moved by Member Droine

"THAT in consideration of the quarterly transit dashboard presented by the Supervisor of Environmental Services on February 20, 2025, the Operations Committee recommends that City Council receive the dashboard for information purposes."

Carried.

10.e Water and Wastewater

10.e.1 Report OP-25-003 from Manager of Water and Wastewater Re: 2024 Annual Management Review - Water and Wastewater

The Manager of Water and Wastewater provided an overview of the report.

The Committee questioned how succession planning was being addressed. Staff confirmed that they are proactively discussing the potential of cross-training water treatment plant operators and water distribution operators to assist with the Water Treatment Plant's succession planning.

Committee discussed the adverse water quality incidents related to a total coliform and two low chlorine residuals that were found in the distribution system in 2024.

OP-250220-005

Moved by Councillor Merton

"THAT in consideration of Staff Report OP-25-003 respecting 2024 Drinking Water Quality Management System (DWQMS) and Wastewater Quality Management System (WWQMS) Management Review, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

10.e.2 Report OP-25-004 from Manager of Water and Wastewater Re: 2024 Annual Water Report

The Manager of Water and Wastewater provided an overview of the report.

Committee questioned the status of 9th Avenue East with respect to the multiple watermain breaks in recent weeks. Staff confirmed that the watermain replacement from 10th Street East to Superior Street along 9th Avenue is identified in the multi-year plan and staff will be submitting applications in the future for MTO Connecting Link funding in phases from 6th Street East to 10th Street East to obtain grant funding for the road related costs.

OP-250220-006

Moved by Member Droine

"THAT in consideration of Staff Report OP-25-004 respecting 2024 Annual Report – City of Owen Sound Water System, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

10.e.3 Report OP-25-008 from Manager of Water and Wastewater Re: 2025 DWQMS Operational Plan Commitment and Endorsement

The Manager of Water and Wastewater provided an overview of the report.

The Committee questioned who determines the retention periods in the Operational Plan. Staff advised that an email explaining the reasoning behind the retention periods would be provided following the meeting.

OP-250220-007

Moved by Councillor Kukreja

"THAT in consideration of Staff Report OP-25-008 respecting the Drinking Water Quality Management System (DWQMS) Commitment and Endorsement, the Operations Committee recommends that City Council directs 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.

11. MATTERS POSTPONED

There were no matters postponed.

12. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

13. CORRESPONDENCE PROVIDED FOR INFORMATION

There were no correspondence items presented for information.

14. DISCUSSION OF ADDITIONAL BUSINESS

14.a Snow Response

Deputy Mayor Greig requested an update on the City's response to snow.

The Director of Public Works and Engineering advised that the City has 17 full-time Heavy Equipment Operators and recruits an additional 9 full-time, seasonal staff for the winter season (November to April inclusive).

Staff rotate on three shifts per 24 hours, seven days a week.

- "Day" - 8 AM to 4 PM
- "Afternoon" - 4 PM to 12 AM
- "Midnight" - 12 AM to 8 AM

The City's current fleet consists of 4 plows, 4 sidewalk plows, a grader and a loader as well as the 25 staff, means that 24/7 equipment utilization during a significant winter weather event relies heavily on overtime within the constraints of the hours of work legislation.

Workers are entitled to rest times and to decline overtime. The City has looked at the use of contractors – and like the City, contractors are not looking for additional work as they have to honour existing commitments.

Recently, in order to adapt to operational needs, staff have shifted working hours to begin plowing sidewalks and roads before the morning rush.

The Director of Public Works and Engineering provided an overview of the various shifts and staffing requirements.

Ms. Widdifield advised that the River District had a massive snow removal event less than three weeks ago and staff are planning another downtown snow removal process beginning on Tuesday, February 25. It is expected that it will be scheduled during the day, working block by block, in order to progress as quickly as possible.

Ms. Widdifield noted that the City deploys all available resources at every shift and all equipment is currently operational. For the most part, roads are caught up, except for some cul de sacs and lanes, and once all roads are complete to a satisfactory level including cutting banks for sightlines, all resources will be directed at sidewalks and widening streets.

Ms. Widdifield advised that the City is still in a declared Significant Weather Event as it is taking longer than usual timeframes to recover from the repeated and abnormal accumulation of snow.

The City isn't equipped to haul the snowbanks away throughout the City. This service can only be provided in the River District. Business owners in the River District are responsible for shoveling gaps in the snowbank that may form

between the on-street parking and the sidewalk. This provision has been in place for many years in the Snow and Ice Removal By-law.

Ms. Widdifield advised that it is expected that over the next week staff will be caught up from the snow that has been so persistent. This will depend on how much new snow the City receives.

Committee reiterated how important it is to not park vehicles in the roadway as plows are unable to fit down the road to clear the snow and urged

drivers to use caution in their driveways and intersections, as the City's snow plow operators cannot be everywhere at once.

15. NOTICES OF MOTION

There were no notices of motion.

16. ADJOURNMENT

The business contained on the agenda having been completed, Chair Deputy Mayor Greig adjourned the meeting at 7:30 p.m.