



Minutes

Operations Committee

May 15, 2025, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Scott Greig
Vice Chair Carol Merton
Member Donald Anderson
Member Arlene Blue Indoe
Member Mike Crone
Member Robert Droine
Member Michele Hawkins
Councillor Brock Hamley (via video)
Councillor Suneet Kukreja

STAFF PRESENT: Tim Simmonds, City Manager
Lara Widdifield, Director of Public Works and Engineering
Chris Webb, Manager of Engineering Services
Bryce McDonald, Manager of Water and Wastewater
Bradey Carbert, Manager of Corporate Services
Heidi Jennen, Supervisor of Environmental Services
Carly McArthur, Communications Advisor
Christina McLean, Corporate Services Facilitator

1. CALL TO ORDER

Chair Greig called the meeting to order at 5:31 p.m.

2. CALL FOR ADDITIONAL BUSINESS

2.a Member Crone Re: Public Works Spring Cleanup

2.b Member Anderson Re: Global Accessibility Awareness Day (GAAD)

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the Operations Committee meeting held on April 17, 2025

OP-250515-001

Moved by Member Hawkins

"THAT the Operations Committee approves the minutes of the meeting held on April 17, 2025."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no depositions or presentations.

6. PUBLIC FORUM

There were no questions or comments from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a Environment

8.a.1 Report OP-25-021 from the Supervisor of Environmental Services Re: Green Bin Project Public Engagement

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

In response to a question from Committee, Ms. Jennen clarified that the contractor delivering the green bins places them on each property, 3-5 meters from the sidewalk or curb.

In response to a question from Committee, Ms. Jennen noted that the phased in approach to delivering the green bins is well underway for properties with 6 or less units, and that providing the service to multi-residential units brings increased complications that will be investigated in the future.

In response to a question from Committee, Ms. Jennen clarified that the banners advertising the green bin programs are currently placed at City Hall, the Library and pop-up events, and that more banners may be ordered going forward to increase promotions around the program. Ms. Jennen added that there are inserts promoting the program in upcoming water bills, including alongside electronic bills.

OP-250515-002

Moved by Councillor Kukreja

"THAT in consideration of Staff Report OP-25-021 respecting Green Bin Project Public Engagement, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.b General

8.b.1 Report CR-25-062 from the Deputy Treasurer Re: 2025 Fees and Charges Update - Operations

The Corporate Services Facilitator provided an overview of the report.

In response to a question from Committee, the Supervisor of Environmental Services noted that garbage bag tag fees are in place to push for waste diversion, including use of the new green bin program. She added that if the City offered a free bag of garbage per property without bag tags, the waste contractor would have difficulty as they do not know how many units are in any given property, and that using bag tags also prevents this confusion.

In response to a question from Committee, the Director of Public Works and Engineering noted that the septage receiving station at the wastewater treatment plant is not often utilized, and that the new septage dumping fee is to account for the costs of septage dumping services for both RVs and regular septage dumping. She added that this fee is comparable to the Township of Chatsworth's fee, to avoid being in competition with other municipalities or private sector businesses offering the service. The Manager of Water and Wastewater added that while many businesses do not drive the distance from outside of the City to dump septage, this fee will aid in deferring that from happening.

OP-250515-003

Moved by Member Blue Indoe

"THAT in consideration of Staff Report CR-25-062 respecting the 2025 Operations Fees and Charges Update, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.b.2 Report CR-25-064 from the Manager of Corporate Services Re: 2026-2030 Multi-Year Capital Plan - Operations Committee

The Manager of Corporate Services provided a presentation on the 2026-2030 Multi-Year Capital Plan - Operations.

In response to a question from Committee regarding project 26P.3 - 8th St E/GR 5 - 600m East of 8th St E to 20th Ave E, the Manager of Engineering Services noted that this project starts approximately 600 meters east of 8th St E, as the County will be completing the roadway portion and that this item reflects the City portion of the project which includes the curb, gutter, street lighting and multi-use path construction.

In response to a question from Committee, Mr. Carbert noted that several previous development related projects have been removed from the plan until there are agreements in place with developers. He added that the same circumstances apply to a number of the unfunded roads projects that are included, as the City will need to wait until funding and grant programs are approved before they are commenced. He added that these certain projects remain in the 5-year Capital Plan as they are set to be completed once these items are finalized.

In response to a question from Committee, Mr. Carbert noted that the province's Housing Enabling Core Services (HECS) program provided funding for approximately 73% of eligible costs for project 25P.12 - 9th Ave E - 20th to 23rd St E - Engineering - Construction. The City Manager added that staff in the Public Works and Engineering departments have secured over \$10 million in grant funding in the past year and a half.

In response to a question from Committee, Deputy Mayor Greig noted that the 1% of annual tax revenue that is currently allocated to capital funding will be reviewed at the June Council meeting.

In response to a question from Committee, Ms. Widdifield noted that regular traffic signal updates are not in the capital plan but instead are included in the City's operating budget. Mr. Carbert added that the traffic lighting system at 10th St E and 8th Ave E has now been funded and added to the Capital Plan for completion in 2030, and he noted that the Asset Management Plan for non-core assets identified a significant deficit of unfunded projects for traffic signal projects.

OP-250515-004

Moved by Councillor Hamley

"THAT in consideration of Staff Report CR-25-064 respecting the 2026-2030 Multi-year Capital Plan – Operations Committee, the Operations Committee recommends that City Council direct staff to bring forward a report on the draft multi-year capital plan and incorporate the feedback from Committee regarding the proposed projects."

Carried.

8.c Engineering

None.

8.d Public Works

None.

8.e Transit

None.

8.f Water and Wastewater

None.

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 Correspondence from the Supervisor of Environmental Services Re: GOST Survey Results

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

12. DISCUSSION OF ADDITIONAL BUSINESS

12.a Public Works Spring Cleanup

Member Crone asked the Director of Public Works and Engineering to provide an update on spring clean up operations. Ms. Widdifield advised that spring cleanup and line painting operations in the City are underway, she added that due to the amount of sod damage following this winter that there are currently crews working street by street to get sod cleanup completed, and that line painting

contractors will begin this week. Ms. Widdifield clarified that additional sediment from spring cleanup is used to level out the grade on retired landfills, and additional options for this sediment will need to be explored in coming years as the City begins to reach capacity for sediment at these sites.

12.b Global Accessibility Awareness Day (GAAD)

Member Anderson communicated that May 15 is Global Accessibility Awareness Day, a day to globally recognize persons who may request, require, or are interested in accessibility in all forms, including through environmental, built, constructed, digital or electronic means.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Greig adjourned the meeting at 6:49 p.m.