

OPERATIONS COMMITTEE MINUTES

September 15, 2004
11:30 A.M.
CITY COUNCIL CHAMBERS

Meeting called by:
COMMITTEE
Facilitator: RICHARD
PERCHUK
Timekeeper:
MEETING
COMMENCED:
10:30 A.M.

Type of meeting:
REGULAR
Note taker:
P. MCLAUGHLIN
Key:
 REPORTS EMAILED
 REPORTS RECEIVED
AT OR PRIOR TO
MEETING

Attendees:
T. SZAJEWSKI,
ACTING CHAIR
R. MCMILLAN
B. PRESENTANZ
R. PERCHUK
C. WASACASE
L. COMPTON

Absent: A. POIRIER

Please read:
OPERATION
REPORTS (emailed)

Building Activity Reports, emailed Sept. 13

OPERATION REPORTS

Snow Plow / Snow Removal Tenders
 Five Year Lubricant Supply Tender

Agenda Item:

Action:

DISCLOSURE OF PECUNIARY INTEREST

NONE
DECLARED

ADOPTION OF MINUTES OF JULY 28/04 & SEPT. 1/04

Moved by R. McMillan, Seconded by T. Szajewski & Carried;

ADOPTED AS
SUBMITTED

TOPICS

ROADS

HWY 17 EAST PROJECT – UPDATE

- Formal update to be provided on Fri., Sept. 17 at the regular

Public Works Redevelopment Meeting.

- The cul de sac configuration at Pine Portage Road (north) is being looked at by Wardrop Engineering for a right turn lane entrance / exit at its point of intersection with Hwy 17 E.

INFORMATION
ONLY

SNOW PLOW TENDER – CITY ROADS AND STREETS

SNOW REMOVAL TENDER – PARKADE AND CHIPMAN LOT

- The following two tenders were advertised in the newspaper and on the website:

- (1) 1 grader / 2 loaders (plow City roads and streets)
- (2) 1 skid steer (snow removal at Parkade and Chipman St. parking lot)

- Also advertised was notice of sign up for tandem truck rentals to assist in snow removal operations.

- The following bids were received:

Hugh Munro Construction (only bid)	1 grader	\$86.67 /hr (incls tax)
Ed's Landscaping (only bid)	loader #1	\$80.25 /hr (incls tax)
	loader #2	\$80.25 /hr (incls tax)
Dunit Contracting	1 skid steer	\$47.08 / hr (incls tax)
Ogilvie Excavating	1 skid steer	\$49.81 / hr (incls tax)
Roy Banning Logging.	1 skid steer	\$64.20 / hr (incls tax)

- 11 Tandem Truck Operators signed up, to be called on a rotational basis at a rate of \$40.00 per hour.
- Committee agreed to accept the bids submitted by Hugh Munro Construction and Ed's Landscaping, as they were the only bids received and to accept the lowest bid submitted by Dunit Contracting.

APPROVED

9th ST. N. PARKING – JIM DUNPHY – MEETING WITH KPDSB

TO PRESENT THREE OPTIONS – UPDATE

- Rick informed Jim Dunphy that parking on 9th Street North will remain status quo.
- Rick to review extending the area currently designated as “No Parking” to include 2 more parking stalls.

RICK

SOLID WASTE

KENORA AREA LANDFILL SITE - DST REPORT 2004 –

RICK'S REPORT FORTHCOMING RE: READINGS – PENDING

MEETING WITH DST.

- Report indicates that more time is required to prepare the site prior to supporting a full operation ie. a couple of years.
- While the site is being formed, compaction is limited.
- Haulage of C & D is providing the stabilizing material required for the site.
- Committee questioned the original design and the understanding that the site could support a fulltime operation right away.
- Site was set back with the deposit of “approved” contaminated materials hauled from the Hwy 17 East project.
- Rick to make copies of report to be circulated.

INFORMATION
ONLY

FLEET

FIVE YEAR LUBRICANT SUPPLY TENDER

- Stationary lube equipment is required for the new Public Works facility. City uses approximately 20,000 liters of oil per year.
- Tender was by invitation and circulated to 10 companies.
- 4 companies submitted quotes: Shell Oil, Esso, Petro Can, UAP Napa.
- Tender results as per Mike Mostow's report, dated Sept. 7, 2004.
- Shell was the lowest bid and their price included the dispensing equipment .
- Committee agree to accept the quote submitted by Shell Oil.
- Decision to go with fuel station for new Public Works Yard as City of Kenora is losing money by buying from pumps. City uses 700,000 liters per year.
- Supply of fuel for fueling station to be tendered out. Same specifications as for the lube tender (5 year contract, equipment supplied).

APPROVED

OTHER BUSINESS

City Vehicles - Idling Policy

- City of Kenora does not have an idling policy.
- Used for maintaining hydraulic equipment.
- Rick to develop a vehicle / equipment idling policy.

RICK

PARKING – NEW PUBLIC WORKS FACILITY

- There will be no plug-ins for Staff at this time.
- Propose running of conduit now, to facilitate future installation.
- Option discussed: Staff pay for plug-in parking.
- Committee recommends installation of conduit and consider rental of plug ins to Staff in 2005.

INFORMATION
ONLY

DINGWALL DITCH

- Rick discussed issue concerning drainage ditch maintenance at rear of of Dingwall Ford Ltd, on Hwy 17 E.

OFF

NEXT MEETING DATE & TIME

- Sept. 29th, 2004 @ 11:30 am

IN CAMERA - no in camera session.

ADJOURN

Moved by R. McMillan , Seconded by T. Szajewski & Carried:-
Meeting was officially brought to a close at 11:30 a.m.

Additional Information

IN CAMERA SECTION: Sept. 15, 2004

Observers:

Resource persons:

Special notes: