

OPERATIONS COMMITTEE MINUTES

October 12, 2005
11:30 A.M.
CITY COUNCIL CHAMBERS

Meeting called by:
COMMITTEE
Facilitator:
R. PERCHUK
Timekeeper:
MEETING
COMMENCED:
11:40 A.M.

Type of meeting:
REGULAR
Note taker:
P. MCLAUGHLIN
Key:
 REPORTS EMAILED
 REPORTS

Attendees:
A. POIRIER, CHAIR
T. SZAJEWSKI
R. MCMILLAN
R. PERCHUK
L. COMPTON
C. WASACASE

Absent:
B. PREISANTANZ

Please read:
OPERATION
REPORTS (emailed)

Building Permit Activity Reports – September (emailed Oct. 4/05)
 Vehicle Operation Policy

OPERATION REPORTS (hard copy)

Street Light Request – 516 3rd St. S. Back Lane
 Coffee Break Policy - Update

Agenda Item:

Action:

DISCLOSURE OF PECUNIARY INTEREST

NONE DECLARED

ADOPTION OF MINUTES OF SEPT. 28/05

ADOPTED WITH CHANGE

Moved by T. Szajewski, Seconded by C. Wasacase & Carried;
Next meeting date incorrectly stated Sept. 28, 2005 should have
stated Oct. 12, 2005.

TOPICS

ROADS

HWY 17 EAST PROJECT - UPDATE

- City Engineer on vacation – update unavailable.

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- Schedule of project completion to be available for Committee. RICK
 - 5th St. S. & Hwy 17 E. Intersection works to be coordinated with Phase 2 works already in progress.

TRANSMITTER ROAD RAIL CROSSING UPGRADE PROJECT-

- COST SHARE CONFIRMATION

- Confirmation received from Transport Canada re: additional funding.
- City portion of works (road reconstruction) to be completed in 2005. Clean up works to take place in spring.
- CPR will notify City as to when they will commence their works.
- Tracks to be closed for duration of road works.
- Emergency Services to be notified of closure. RICK

REQUEST FOR STREET LIGHT – 516 3RD STREET SOUTH BACK LANE

- Report from KPS was circulated at meeting.
- KPS recommends the addition of one street light with ongoing monitoring re: effect on vandalism. Light to be installed at northeast corner of 514 and 516.
- The Operations Manager and Committee support the recommendation.
- The Committee Chair cautioned members on approving street light requests.
- Kenora Hydro to be contacted. MIKE TIVY / RICK

WATER AND SEWER

GRINDER PUMP MAINTENANCE

- Rick to schedule Public Meeting and notify spokesperson for resident group. RICK
- Package that was circulated to resident group to be copied for Committee members in hard copy.

BRENNAN'S JEWELLERS – STORM DRAINAGE – UPDATE

- A meeting was held with the Operations Manager, Building Department and both Parties.
- Rick to meet with CAO prior to releasing a formal recommendation. BILL
- Committee to be updated prior to recommendation coming forward. RICK

HARBOURFRONT WET WELL VENTILATION PROJECT – UPDATE

- Report has not been submitted.
- Rick to follow up with Warren Ortlieb. WARREN / RICK

SYMONDS PRIVATE WATER AND SEWER SYSTEM

- Two meetings have been held to-date.
- Delays due to compensation. City Solicitor to formalize what was agreed upon in principal.

FLEET

**IDLING POLICY – INCORPORATE INTO
VEHICLE OPERATION POLICY**

- Recommend incorporating the Draft Idling Policy into an overall Vehicle Operation Policy.
- Draft City of Kenora Vehicle Operation Policy was circulated at meeting, modeled after the City of Dryden’s Policy.
- Committee to take time to review and forward amendments to Patti.
- Handi Transit requested a copy of Draft Policy.

PATTI

OPERATION CENTRE – PLUG INS

- Development of policy to address City owned plug-ins in progress.
- Alternate energy efficient plan being considered.
- Funding is not confirmed to-date.
- Cost of installation and monthly charge for service not confirmed to-date.

BILL

GENERAL

COFFEE BREAK POLICY - UPDATE

- Operation Department Supervisors reported that overall, great improvements have been made. Some departments don’t take breaks.
- Councillor Compton requested the name be changed to “Rest Break” Rick to follow up with HRO.
- Rick to provide update re: Supervisors and Staff taking breaks together.
- Discussion ensued re: Supervisor attendance at Committee meetings.
- Committee prefers that Agenda Items be addressed by the Operations Manager, with Supervisor attendance only when warranted.
- Councillor Poirier willing to attend future meetings with staff to discuss policy related issues.

RICK / SHAREN

RICK

OTHER BUSINESS

BERM AT KENORA POLICE SERVICE

- Top soil has been delivered. In progress.

NO LEFT TURN - KENORA POLICE STATION

- No resolve to-date.
- Operations Manager to follow up.

RICK

COMMUNICATION

Coffee Break Policy HR-2-16 be amended for name change to “Rest Break”

SHAREN

Handi Transit to be provided a copy of Draft Vehicle Operating Policy

JACKIE STONE
NEW HORIZONS

Installation of street light – 516 3rd Street South back lane.

MIKE TIVY

NEXT MEETING DATE & TIME

Wed., Oct. 26th, 2005 @ 11:30 a.m.

IN CAMERA - No in-camera items

ADJOURN

Moved by R. McMillan, Seconded by T. Szajewski & Carried:-

Meeting was officially brought to a close at 12:58 p.m.
