

A meeting of the Operations Committee was held this afternoon with Chairperson White presiding and all Committee members in attendance with the exception of Councillors Lafreniere and Levasseur. Staff members in attendance were Terry Lapierre, Chief Administrative Officer and David Unrau, Manager-Works, Engineering & Utilities.

### APPROVAL OF MINUTES

MOTION: Moved by Councillor O'Neill  
Seconded by Deputy-Mayor Scott  
THAT the minutes of the March 15, 2005 meeting be approved as circulated.  
CARRIED.

### GENERAL

#### 1. Monthly Report

In regards to the Equipment Maintenance list, Deputy-Mayor Scott questioned the status of the equipment reserve to replace some of the older vehicles. Mr. Unrau noted that there are funds in the reserve and pre-approval was received in 2004 for two-1/2 ton pick-up trucks and a tandem truck. Tenders were unable to be completed last year but will be sent out within the month of April, 2005. There are other vehicles that require replacement as well. Some consideration may be given to increasing the charge-out rate to help build up the reserves for equipment replacement.

In response to Deputy-Mayor Scott, Mr. Unrau noted that the street sweeper is currently on a week of testing. It is an integral piece of equipment and testing is being completed while a mechanic is on duty during the day. Training of two employees for this piece of equipment is also being done. As of next week the sweeper will be working on a shift schedule.

Deputy-Mayor Scott continued and wondered if the sidewalks could be swept first and the sand pushed to the road for pick-up by the street sweeper. Mr. Unrau noted that the amount of sand would be too extensive and would require several passes to collect all of the sand. Mr. Unrau added that two casuals will be hired to complete the raking of the boulevards.

Councillor Lowe indicated that members of the PDDC and herself met with Mr. Unrau to discuss street sweeping in the downtown area. This request for beyond the regular spring street sweeping and would cover a bi-weekly schedule of the streets in its jurisdiction. The PDDC was told that this request would have to be discussed during budget deliberations.

#### 2. Traffic By-law Compilation and Set Fines

Mr. Lapierre noted that the proposed by-law is a consolidation of changes made since the previous by-law of 1989. City staff, the Police Services Board and the Ministry of the Attorney General have reviewed the by-law and short form wordings. The changes

required by the Attorney General have been incorporated.

Deputy-Mayor Scott expressed his approval of the draft and referred to the areas of bikes and skateboards on sidewalks and the traffic of heavy vehicles on City streets. It is important to remember that once the by-law is in place follow-up steps are necessary for enforcement.

Council Severin, member of the Police Services Board, believes that the enforcement will be handled well and will give the Police the ability to enforce to the best of their ability. The Police Service is anxious to have a by-law which can be enforced and would like to see it passed as soon as possible and then the Board can address any criticisms afterwards.

Councillor Lowe was pleased to see the addition of fines for vehicles that park over the curb and on sidewalks in the downtown area and it is hoped that enforcement will be taken seriously. Every year there are repair costs involved. Councillor O'Neill added that he feels sympathy for those businesses in the downtown area that require deliveries and do not have another location for the delivery truck to park. Adding, Councillor O'Neill reminded Committee members of the problems of police parking on the sidewalk and curb at the court house on Agnes Street. Planters were put there a few years ago to deter. It is hard to expect citizen's to respect the by-law when Police officers are not. Councillor Lowe added that these planters are the property of the PDDC and were placed at this location without prior approval. Request was made in 2004 to have the City move the planters for PDDC use but funds were not available. This request will be made again this year.

In response to Councillor Henderson, Mr. Lapierre stated that he is not aware of incremental increases for fines not paid against bike and skateboard infractions. Further the City's legal ability to confiscate bikes or skateboards was questioned by the Attorney General's representatives so it has been removed. When the by-law is passed, council has the authority to review and approve any amendments to the by-law.

Mr. Lapierre noted, in response to Mayor Jacyno, that scooters or power wheel chairs are exempt for this by-law as they are described as a method of transportation for those with disabilities.

MOTION: Moved by Deputy-Mayor Scott  
Seconded by Councillor O'Neill  
THAT the Operations Committee recommend the 2005 Traffic By-law to  
Council for ratification.

CARRIED

## ENGINEERING

### 3. Pre-approval for Capital Projects

This item is postponed to the next meeting.

## WATER & SEWER

### 4. Sustainable Water and Sewage Systems Act

Investments in municipal infrastructure are increasingly being recognized as fundamental to national well-being. Asset management will ensure best value for money and prevent unnecessary costs over the life of the asset. The County of Renfrew is underway with its study for a 10 year replacement of infrastructure.

At the recently attended forum on Asset Management for the *Sustainable Water and Sewage Systems Act* (Bill 175), it was noted that the new act should be in force by next year. The provincial government would require municipalities to submit a financial plan for their water systems, in accordance with provincial standards as a condition of license for their water systems. As well, as a general principle, municipalities should plan to raise adequate resources for their water systems from local revenue sources, barring exception circumstances.

Reports will be required on the Full Cost (water and sewer) which contains an inventory of and management plan for the infrastructure needed to provide the water/waste water services and a report on Cost Recovery Plan in a ministry-approved format. Review and Approval Flow of Report are outlined by the Ministry of the Environment.

There is a lot of power in this Act and the Ministry is taking it seriously. MOE can appoint the auditor who completes the review, force joint reports between municipalities, order change/revisions to report on plan and write the report at the municipalities expense.

Saco, Maine was one of the first communities in the USA to comply with GASB 34 requirements. GASB 34 requires that state and local governments begin to report on the value of their infrastructure assets including roads, bridges, water and sewer facility and dams including cost, condition, regular maintenance schedule and 10-15 year replacement cost.

For review of their web site: [www.sacomaine.org/departments/finance/gasb34.shtml](http://www.sacomaine.org/departments/finance/gasb34.shtml)

Chairperson White suggested that the City of Pembroke seriously look at incorporating water meters on all homes and businesses.

Mr. Unrau outlined the proposed project schedule for Pembroke as being in the best interest to start early and start small. There is a lot of information on our GIS for infrastructure location but the age of the infrastructure and information on road condition status is in another location. Once all information can be compiled together it can be cross referenced with the storm damage report and CCTV work that has been completed to help to establish priority locations.

Pre-approval is being sought to hire a summer student to work on this project. The student will be first or second year University with the rate of pay being established through recommendation of Human Resources Development Canada.

MOTION: Moved by Councillor O'Neill  
Seconded by Councillor Lowe  
THAT approval be granted for pre-approval to hire a summer student to work on the Infrastructure Asset Data.

CARRIED

## UTILITIES

### 5. PCP Flows – March 31<sup>st</sup>

Mr. Unrau reviewed the report with Committee outlining the higher flows were experienced through extreme infiltration of sump pumps hooked into the sanitary sewer, water entering the sanitary pipes and weather conditions. Internal protocol requires the MOE Spills Action Centre be contacted with overflow amount and the procedure of chlorine drips to neutralize the overflow were completed.

This past weekend's flood did not impact on the McGee Street Pumping Station. There are two pumps at the station and only one pump was needed to handle the water flows.

Chairperson White questioned the debris that is building up at the Muskrat River dam and whose responsibility it is to remove. Mr. Unrau noted that the responsibility of the river has fallen through the cracks but the MNR has provided guidance for the river. This past weekend MNR provided fly over to review the ice and debris in the river. MNR did comment that the amount of debris is very low and did not impact the water flow. The City will take the responsibility of cleaning the river at the Muskrat Dam.

In response to Councillor Severin, Mr. Unrau stated that the City did cut and remove some trees along the river bank. Some pieces were cut smaller but could not be removed for safety reason but did not impact the water flow. It appears that other trees have been cut and left but residents along the river's edge.

Mayor Jacyno indicated that a debriefing of the flood events will take place Friday, April 15, 2005.

On motion of Councillor Lowe, seconded by Deputy-Mayor Scott, a caucus meeting of the Operations Committee will follow.

On motion of Councillor O'Neill, seconded by Councillor Henderson, the regular meeting of the Operations Committee adjourned.