



## *Owen Sound*

**MINUTES  
OPERATIONS ADVISORY COMMITTEE  
WEDNESDAY MARCH 17<sup>TH</sup>, 2010  
BASEMENT BOARDROOM, CITY HALL**

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**MEMBERS PRESENT:**

Councillor Twaddle, Chair  
Councillor McManaman  
Councillor Pink  
Robert Hope  
Glen Bellar  
Paul Foster

**REGRETS:**

Ian Boddy  
Barry Lewin, Airport Manager

**STAFF PRESENT:**

John Johnston, Director of Operations  
Chris Webb, Manager of Engineering Services  
Matt Prentice, Water/Wastewater Superintendent  
Troy Pelletier, Water Treatment Supervisor  
Harry Lumley, Water Distribution Supervisor  
Heidi Jennen, Administrative Assistant

**1. CALL TO ORDER**

The meeting was called to order at 4:30 PM.

**2. DEPUTATIONS/PRESENTATIONS**

None.

**3. ADDITIONAL ITEMS**

Councillor McManaman has three (3) additional items  
Robert Hope has one (1) additional item  
The Director of Operations has one (1) additional item  
The Manager of Engineering Services has one (1) additional item

**4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None.

**5. CONFIRMATION OF MINUTES**

Moved by Glen Bellar:

**"That the Operations Advisory Committee approve the February 17, 2010 Operations Advisory Committee Meeting Minutes."**

Carried unanimously.

## 6. CORRESPONDENCE

None.

## 7. Reports and Matters Tabled

### a) Billy Bishop Regional Airport Report

A strategic plan was done for the Airport which recommended selling or partnership with the City. An RFP has been prepared which is set to close mid-April.

Moved by Councillor McManaman:

**“THAT the Operations Advisory Committee receive the Airport Report for February 2010.”**

Carried unanimously.

### b) 2010 Water and Wastewater Rates

Over the past two years the City has seen a trend in the decrease in water consumption. This decrease is associated with consumers becoming more “green” and conservative and watching their water consumption to reduce water costs. Last summer was not a dry or exceptionally warm summer which also decreased water consumption for 2009. Unfortunately the cost to maintain and upgrade the Water and Wastewater capital and to keep up with the required regulations has only increased in the last few years.

The proposed 10% increase as noted in the report would only be included the consumption portion of the bill.

Committee members discussed a number of issues associated with the increase including comparisons to other municipalities. It was also noted that there are municipalities that post Frequently asked questions (FAQ) that address the need for the increase and what the increase would mean in dollars and cents.

The committee was also advised that as part of the DWQMS a financial report will be prepared that will include a 10 year water rate review plan

Moved by Glen Bellar:

**“THAT the Operations Advisory Committee receive the report on “2010 Water and Wastewater Rates” dated March 4<sup>th</sup>, 2010 presented by the Director of Financial Services and the Director of Operations and**

**recommend to City Council that the water rates effective May 1, 2010 be increased by 9% with all of the increase being calculated on**

**the consumption portion of the bill, and further;**

**THAT the Wastewater rates continue to be billed at 100% of the Water rates for all properties with Wastewater Services and further;**

**THAT Staff prepare a comparison summary of current water/sewage costs with other local and same size municipalities, post a FAQ on the City website to provide information about the need for the increase.**

Carried unanimously.

c) Borrowing for 2009 Influent Works

The 2009 costs for the Influent works at the Wastewater Treatment Plant totaled \$4,394,185 of which \$1,520,046 was funded by COMRIF. The remaining \$2,874,139 must be debentured. The Director of Finance will compare rates offered by Infrastructure Ontario and the Royal Bank of Canada in order to determine lowest rate from which to establish a ten year debenture.

Moved by Paul Foster:

**“THAT the report on “Borrowing for 2009 Influent Works” at the WWTP dated March 7<sup>th</sup>, 2010 presented by the Director of Financial Service be received, and further;**

**THAT the Operations Advisory Committee recommend that the 2009 unfinanced capital costs for the Influent Works be debentured in 2010 with either Infrastructure Ontario or the Royal Bank of Canada depending on which can provide the lowest rate for a ten year term”**

Carried unanimously.

d) Review of New Draft Federal Wastewater Effluent Regulations

A proposed draft Municipal wastewater systems effluent regulation was announced by Canada’s Environment Minister February 9<sup>th</sup>, 2010. Some of the regulations include national standards for wastewater effluent for BOD and TSS, Unionized ammonia and total Chlorine Residual with a biweekly sampling requirement. Quarterly acute lethality testing of the effluent and environmental effects monitoring will also be mandatory. Environment Canada will also require a quarterly monitoring report to be submitted.

A transition period will be given for the BOD, TSS and Ammonia requirements. Because the effluent chlorine is not included in the transition period, there is more pressure to provide interim dechlorination which has a throw away cost of \$150,000

Moved by Councillor McManaman:

**"THAT the Operations Advisory Committee receive the report entitled "Review of the New Draft Federal Wastewater Effluent Regulations" dated March 1<sup>st</sup>, 2010, prepared by the Water and Wastewater Superintendent, and recommends City Council approval of the same.**

Carried unanimously.

e) Initial DWQMS Accreditation Audit Results and Response

The City submitted an operational plan that meets the Drinking Water Quality Management Standard (DWQMS) in June 2009 for review. January 2010, the Canadian General Standards Board, who reviews the operational plan, provided an audit to the Water and Wastewater Superintendent.

The City has responded to the Audit and is expecting its Drinking Water License and Accreditation as the Operating Authority. The City has one year to implement the Operational Plan in full upon receipt of the License.

Moved by Paul Foster:

**"THAT the Operations Advisory Committee receive the report entitled "Initial DWQMS Accreditation Audit Results and Response" dated March 1, 2010, prepared by the Water and Wastewater Superintendent, and recommends City Council approval of the same."**

Carried unanimously.

f) 2009 Annual Report City of Owen Sound Water Treatment System

The Water Treatment Supervisor and the Water Distribution Supervisor have prepared the 2009 annual report for the City of Owen Sound for the water treatment system which is a requirement of Provincial legislation.

Moved by Robert Hope:

**"THAT the Operations Advisory Committee receives the 2009 Annual Report for the City of Owen Sound's Water Treatment System and that the 2009 Annual Report is forwarded in its entirety to the Mayor and Members of City Council.**

Carried unanimously.

g) WWTP Operations 2009 Annual Report (Veolia)

Veolia has prepared the 2009 annual report for the Owen Sound Waste Water Treatment Plant. The report is a summary of operational results, maintenance activities, sludge utilization records, safety activities, plant optimization projects and capital upgrades at the plant.

Moved by Paul Foster:

**"THAT the Operations Advisory Committee receive the 2009 Annual Wastewater Treatment Plant as submitted by Veolia Water Ltd. as well as the associated Memorandum prepared by the Water and Wastewater Superintendent dated March 4<sup>th</sup>, 2010 and recommends City Council approval of the same.**

Carried unanimously.

## 8. Other Business

### a) Approved Development Charges

The Development Charges By-Law was approved March 11<sup>th</sup>, 2010. The charges will be phased in over five (5) years starting at \$2,803.22 for Residential Development in 2010 to \$7,008.04 for Residential Development in 2014.

### b) Alternative Transportation on 20<sup>th</sup> Street East

RBW has asked the City to look into a safe way for alternative transportation to their site on 20<sup>th</sup> Street East. Each route was carefully considered and paving the Eastbound shoulder 1½ metres along 20<sup>th</sup> Street East from 9<sup>th</sup> Avenue East to CP Rail Trail was chosen by the Parks and recreation committee. . The cost would be approximately \$43,000 (for one side) which RBW will make a contribution towards over five (5) years. Safety concerns were discussed which included walking and cycling on a busy truck route with narrow shoulders and deep ditches on one side of the road only. There is a Sewer Easement along the South side of 20<sup>th</sup> Street East that could be considered as an alternative to using the side of the road.

Moved by Robert Hope:

**"THAT staff review the Sewer Easement Agreement for 20<sup>th</sup> Street East from 9<sup>th</sup> Street eastward and advise if this could be used as an alternative transportation route.**

Carried unanimously.

### c) Recreation Centre Traffic – 7<sup>th</sup> Avenue East

Concerns continue to be discussed regarding the proposed entrance and signal at 10<sup>th</sup> Street East at 7<sup>th</sup> Avenue East for the Recreation Centre and the impact on traffic on the 10<sup>th</sup> Street hill

Moved by Councillor McManaman:

**"THAT staff bring back a report to the Operations Advisory Committee listing solutions as per the iTrans traffic impact study for the RRC for the proposed 10<sup>th</sup> Street and 7<sup>th</sup> Avenue East entrance to the Regional Recreation Centre."**

Carried unanimously

d) Traffic concerns that have been deferred to Transportation Master Plan

All traffic operational concerns that have been deferred to the Transportation Master Plan have been reviewed by iTrans. Staff will set up a meeting with the OAC Committee, iTrans and the concerned residents to discuss the solutions for their traffic concerns. Staff will coordinate the meeting sometime between the April Transportation visioning workshop and the May Public meeting. The date is tentatively set for May 12<sup>th</sup>, 2010.

e) Amending the Traffic and Parking By-Law for 1<sup>st</sup> Avenue West (to Accommodate Replacement of the 9<sup>th</sup> Street Bridge

Engineering Services is requesting temporary changes to the Traffic and Parking By-law to accommodate for the 9<sup>th</sup> Street bridge replacement. The temporary changes would last throughout the construction period of the bridge and would include elimination of existing angled parking lines, centerlines and parking meter heads where required on 1<sup>st</sup> Avenue West. New temporary centerlines, parallel parking lines and accessible parking stalls would be line painted. Temporary stop bar would be placed at 8<sup>th</sup> Street and 1<sup>st</sup> Avenue West, a mid-block pedestrian crossing would be added and southbound 1<sup>st</sup> Avenue West vehicles would be limited to right turns only on 8<sup>th</sup> Street West.

Drivers would be notified of the temporary changes by additional signage and information ads in the newspaper and on the radio. The Contractor will be instructed to have one lane of traffic open whenever possible at 1<sup>st</sup> Avenue and 9<sup>th</sup> Street West. Appropriate signs will be posted when required.

Staff indicated that the Library, Art Gallery and the Church on 1<sup>st</sup> Avenue West have been notified of the proposed changes during the construction.

Moved by Councillor Pink:

**"THAT in consideration of the foregoing report – Amending the Traffic and Parking By-Law for 1<sup>st</sup> Avenue West by the Engineering Technologist, the Operations Advisory Committee receives the report and approves the proposed temporary amendment to traffic By-Law 2009-175, Article 3.2.1. Schedule 1 – Angle Parking and Schedule 12 – One Way Streets that will allow temporary tow way traffic and parallel parking in the 800 block of 1<sup>st</sup> Avenue West for the duration of the 9<sup>th</sup> Street bridge replacement project."**

Carried unanimously.

f) Municipal Drinking Water Licensing Program

According to Ontario Regulation 453/07, all Municipalities are required to prepare a financial report that outlines their financing and financial plans for Water and Waste Water Systems.

Due to the current workload of City Staff, completing the financial plan in house is not an option. Staff has approached Genivar to prepare this report. They have provided a verbal quote of approximately \$10,000 for the Water System Financial Plan and an additional \$8,000 to include a Wastewater System financial plan.

Moved by Councillor McManaman:

**"THAT the report titled "Municipal Drinking Water Licensing Program" dated March 16<sup>th</sup>, 2010 from the Director of Financial Services be received and that Committee recommend to Council the approval of a water and wastewater financial plan in accordance with the requirements under Ontario Regulation 453/07."**

Carried unanimously.

9. **In Camera**

None.

10. **CORRESPONDENCE RECEIVED WHICH IS PRESENTED FOR THE INFORMATION OF THE COMMITTEE**

- a) Information Item from Manager of Engineering Services Re: Grey County Construction in Owen Sound
- b) Information Item from the Manager of Engineering Services Re: Budget Allocations for Water, Sanitary and Storm Rehabilitation Programs (Proposed)
- c) Letter dated January 25<sup>th</sup>, 2010 from the Ministry of the Environment Re: Draft Regulation of Source Protection Plans under the Clean Water Act
- d) Letter dated February 18, 2010 Extension of Transit Contract By-Law 2007-045
- e) Letter dated February 19, 2010 Response from Thomas Norris Transit Re: Extension of Transit Services Contract
- f) Advice from OMEX Insurers Re: Sidewalk Snow Clearing Liability Issues

Moved by Councillor Pink:

**"THAT the Operations Advisory Committee receive for their information the correspondence items distributed with the March 17<sup>th</sup>, 2010 agenda."**

Carried unanimously

**11. ADJOURNMENT**

The Chair adjourned the meeting at 8:00 PM. The next Operations Advisory Committee meeting is scheduled for Wednesday April 21<sup>st</sup>, 2010 at 4:30 p.m. in the Basement Boardroom.