

**LOCAL GOVERNMENT DISTRICT OF PINAWA
PUBLIC WORKS MEETING
January 6, 2015**

Committee members present: A. Abraham, C. Handford, R. Henschell, D. Sabourin, B. Skinner, D. Woodbeck

Also present: J. Petersen, G. Smith

1. Adoption of Agenda

Under Strategic Plan 2015, add: Special Strategic Plan Meeting
Under Others as Agreed To, add: Water Treatment Plant Staffing and Drainage

RESOLUTION

C. Handford, D. Sabourin

Be It Resolved That the agenda be approved, as amended.

CARRIED

2. Minutes from Meeting of December 8, 2014

RESOLUTION

D. Sabourin, B. Skinner

Be It Resolved That the minutes of the Public Works meeting held December 8th, 2014 be approved.

CARRIED

3. Action Review

Date	Name	Action
Sept-14	D. Woodbeck	Discuss the Forest Management Plan with M. Sheppard. Ongoing.
Oct-14	D. Woodbeck	Provide written reports regarding the hydrants and flushing program. Draft completed. 10 hydrants had required repairs of which 5 were repaired. Courses for hydrant maintenance are offered by Red River College. A cost will be provided by the next meeting.
Oct-14	D. Woodbeck	Provide facility inspection reports. B. Henschell is completing a list of identified deficiencies which will be provided when completed. A sample check list sheet will also be provided.
Oct-14	D. Woodbeck	Arrange for the repair of the hydrant located at the Community Centre. Ongoing. Attempting to obtain replacement parts.
Dec-14	J. Petersen	Arrange a site meeting with Committee Members for the Public Works Yard regarding the SnoPALS request. Ongoing.
Dec-14	J. Petersen	Forward the Storm Water Drainage Study to Council once received electronically. Complete.
Dec-14	J. Petersen	Consult with Multi-Material Stewardship concerning the sorting requirements at the Recycle Station. Complete.

		Multi-Material Stewardship Manitoba (MMSM) was contacted and it was confirmed that sorting is required by MMSM; however, there are two (2) other companies that do not require sorting. The two (2) companies will be requested to attend a meeting to provide additional information in this regard. A regional recycling station has been proposed by the R.M. of Lac du Bonnet.
Dec-14	G. Smith	Research the history of the land acquisition for the Landfill Site. Complete.
Dec-14	G. Smith	Forward the waterline freeze list to Council. Complete.

4. **Strategic Plan 2015**

The 2014 Strategic Plan was reviewed.

4.1 **Special Strategic Plan Meeting**

A special meeting to discuss the 2015 Strategic Plan was scheduled for January 23rd, at 9:00 a.m.

5. **Reports**

5.1 **Activity Report**

D. Woodbeck provided a written monthly report.

5.2 **Safety Report**

An incident was reported by the Recycling Personnel which involved a piece of glass that hit an employee in the eye.

5.3 **Employee Leave Report**

Received as information.

5.4 **Other Reports**

Nil.

6. **Parks and Recreation**

No report.

7. **Resident Issues/Requests**

A resident requested permission to obtain the wood from the lagoon construction site and was denied due to site being a construction site and potentially dangerous.

8. **Eastman SnoPALS**

D. Woodbeck suggested the Public Works Yard boundaries be determined prior to making a decision concerning the Eastman SnoPALS request. Alternative lots at the Industrial Park may be made available.

9. **Storm Water Drainage Study**

An electronic copy was provided to members of the Committee.

10. **Communication Policy**

The Communication Policy was reviewed and it was determined there should be an identified amount listed as the acceptable basic cellular phone charge. This amount can be reviewed annually and amended if necessary. C. Handford will investigate basic cellular phone charges and report back to the Committee.

11. Alternative to Waterline Replacement

An alternative solution to waterline replacement was suggested by B. Skinner. D. Woodbeck stated this was investigated previously and was not recommended due to the hydrants being off-set on the waterline. D. Woodbeck also noted there may be new technology available since the initial investigation and will conduct additional research.

12. "Springy" Base

A "springy base" was suggested for the emergency entrance to Amherst Drive from Cameron Road. The "springy" base is a post that can be driven over and will bend. D. Woodbeck indicated damage to the undercarriage of a vehicle could occur if driven over. The intent of the "springy" post is not for this purpose. It was decided to install a gate at the Amherst Drive/Cameron Road intersection and to post a notice that the entrance is for emergency vehicles only.

13. Landfill Site

The research by G. Smith concerning the acquisition and lot size of the Landfill Site will be discussed at the special Strategic Plan meeting.

**14. Others as Agreed To
Drainage**

D. Sabourin expressed concern regarding backyard flooding issues. Drainage issues will be discussed when the drainage study is reviewed.

Water Treatment Plant Staffing

R. Henschell declared a Conflict of Interest with reference to this topic and left the Council Chamber and did not return as this was the last topic on the agenda.

The following is a summary of the discussion:

- The employee hours of the Water Treatment Plant need to be reduced.
- The bank time used in the summer months is causing problems as work cannot get completed.
- The collective agreement is being followed.
- D. Woodbeck stated time off is approved on a first-come, first-serve basis.
- Holidays should take precedence over bank time.
- Employees in other treatment plants in the area work approximately five (5) hours per day.
- D. Woodbeck agreed to consult with J. Hoard concerning the operation of the Water Treatment Plant.
- It was also noted that this issue was discussed with the previous Council and a consultant recommended the treatment plant operate eight (8) hours per day.
- Maintenance is not conducted on weekends.
- Public safety is important and must not be compromised.
- Further consultation with neighbouring treatment plants should be conducted and the municipal engineer should also be consulted.
- The Aquatic Life system will monitor limited items and cannot replace the required manual checks.
- There is an Improvement Order in place for the Water Treatment Plant that was issued by the Office of Drinking Water.
- D. Woodbeck is investigating and will have a report prior to the next meeting.
- The three-hour call-out on the weekends was intended for two (2) hours at the Treatment Plant and one (1) hour at the Public Works yard to check on the furnace. A Memorandum of Understanding in this regard was issued with the union but must be located. If located, it should be made available for the special Strategic Plan meeting.

- It was noted that the budget expenses were not exceeded but the budgeted revenues were significantly reduced.

15. Next Meeting

The next meeting is scheduled for February 2nd, 2015 at 2:00 p.m.

16. Adjournment

Motion: B. Skinner

That this meeting be adjourned at 5:42 p m.

CARRIED