

# Operations Committee Meeting

Council Chambers  
Pembroke, Ontario  
November 17, 2020  
6:15 p.m.

## 1. Call to Order

### Present:

Deputy Mayor Gervais, Chair  
Mayor LeMay  
Councillor Abdallah (electronically)  
Councillor Jacyno (electronically)  
Councillor Lafreniere  
Councillor Plummer (electronically)  
Councillor Reavie (electronically)

### Also Present:

Terry Lapierre, Chief Administrative Officer  
Brian Lewis, Manager of Operations (electronically)  
Linda Rook, Recording Secretary

The Chair called the meeting to order at 6:15 p.m.

## 2. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest.

## 3. Approval/Amendment of Meeting Agenda

### Motion:

Moved by Councillor Abdallah  
Seconded by Councillor Reavie  
That the Agenda of the Operations Committee meeting of November 17, 2020 be accepted as circulated.

**Carried**

## 4. Approval of Minutes

### Motion:

Moved by Councillor Plummer  
Seconded by Mayor LeMay  
That the minutes of the Operations Committee of October 20, 2020 be adopted.

**Carried**

## 5. New Business

### a. Supply and Delivery of Petroleum Products Request for Tender No. T-20-18

Mr. Lewis reviewed the report. A discussion was held and the following points were raised:

- The City has used W.O. Stinson & Son Ltd. in the past and has had no issues with their service.
- There is 2.4% decrease over the pricing received 2016 based on quantities stated in the current tender.
- The fuel provider is paid for the actual measured quantities delivered at the respective unit prices that they bid.

**Motion:**

Moved by Councillor Abdallah

Seconded by Councillor Reavie

That the Committee approves award for Supply and Delivery of Petroleum Products, Tender No. T-20-18 to W.O. Stinson & Son Ltd., for the two (2) year contract value of approximately \$328,783.40 plus HST.

**Carried**

**b. Request for One-Year Extension of Deadlines in Asset Management Planning for Municipal Infrastructure**

Mr. Lewis reviewed the report. A discussion was held.

**Motion:**

Moved by Councillor Reavie

Seconded by Councillor Lafreniere

That Committee supports MFOA's letter to the Ministry of Infrastructure requesting a one-year extension of deadlines in O. Reg. 588/17; Asset Management Planning for Municipal Infrastructure under the Infrastructure for Jobs and Prosperity Act, 2015.

**Carried**

**c. Reallocation of Funds for the Building Condition Assessments for Bell Street Water Tower and Quarry Road Water Reservoir**

Mr. Lewis reviewed the report. A discussion was held and the following points were raised:

**Motion:**

Moved by Councillor Lafreniere

Seconded by Councillor Abdallah

That the Operations Committee approve the reallocation of surplus funds from the former Water Tower Repairs project and surplus from the Water Purification Plant Building Condition Assessment to the Building Condition Assessments for the Bell Street Water Tower and Quarry Road Water Reservoir project. The shortfall of \$2,476.92 to be covered by the surplus in the WPP Building Condition Assessment budget.

**Carried**

**6. Adjournment**

**Motion:**

Moved by Councillor Reavie

Seconded by Councillor Jacyno

That the November 16, 2020 meeting of the Operations Committee adjourn at 6:26 p.m.

**Carried**