

**Minutes of the Operational Review Committee
Meeting Held
Monday, September 19, 2016**

Present:

Councillor Maroosis, Committee Chair
Councillor Anthony, Committee Member
Councillor King, Committee Member
Councillor Serran, Committee Member
Councillor Bain, Committee Member
Mayor McDonald, Committee Member
Councillor Vrebsosch
Councillor Mayne
Councillor Forgette
Lea Janisse, Interim Chief Administrative Officer
John Severino, Managing Director Community Services
David Euler, Managing Director of Engineering, Environmental Services and Works
Margaret Karpenko, Chief Financial Officer
Jason Whiteley, Fire Chief
Domenic Schiavone, Director of Public Works
John Ouellette, Fleet Manager
Jaclyn Bucik, Communications Officer
Gord Mulcahey, Executive Member North Bay Professional Firefighters' Association

Regrets:

Brian Phillips, President CUPE Local 122

Special Review Committee Chair, George Maroosis, called the meeting to order at 5:13 p.m.

1. Adoption of Minutes:
The Minutes of September 12, 2016 were reviewed and there was one noted amendment to the minutes ensuring that the Security Audit is included as an action item. The minutes were approved by the Committee with the noted amendment and will be presented to Council on September 19, 2016.
2. Business Arising from Minutes:
 - The Chair invited a discussion of the committee regarding next steps for the Operation Committee.
 - i. Next week is scheduled as the final meeting however we will have a few more meetings to cover all items.
 - Action Items arising from this committee meeting may have an effect on the Operating and Capital Budgets.
 - A complete list of the Action items is to be sent to committee members for the next meeting.
 - Can we divide Action Items by the responsible Committee?
 - ❖ We have not done that yet but can do so.

3. Operational Review of Corporate Services.

- David Euler re: Engineering, Environmental Service and Works. Domenic Schiavone and John Ouellette were present in relation to the Fleet Department. Copies of the presentations were provided to the Committee on September 12 and additional copies were provided on September 19.
- The PowerPoint presentation resumed at slide 19 on the topic of Warranty
 - Issues have been found with the Cummings engines however the department has discovered savings obtained through warranty
 - Staff will be reviewing all equipment for warranty servicing and reviewing 5 year vs. 1 year warranty
 - This is the advantage of the new maintenance system
 - The new system will tag warranty items and flags staff to save the item to ship back to the company to obtain the credit on the equipment.
 - What is the breakdown of percentage of savings for vehicles on warranty?
 - ❖ The savings varies per vehicle. It may not always be advantageous depending on the use of the vehicle. Example: low mileage engines like the Fire Engines
 - ❖ Dealers want us to pursue warranty work – it is positive for them as well.
 - After year one it may be advantageous, but after year 5 it may not have proven beneficial – Is that correct?
 - ❖ Yes
 - Example of ¾ Ton trucks – Can we turn them over every three years? Most companies use a lease program.
 - ❖ We will be looking at this. For example, with a bulldozer, it did not make sense to purchase – it was better to rent this equipment.
 - The new position created, will they oversee the Police fleet?
 - ❖ Something we want to do in the future but it is premature to say at this point.
- Automated Vehicle Location Technology
 - This application is for the winter control fleet only and will run off similar to Sim card technology.
 - Committed to installing this year and will be in October for Winter Control; the salting, sanding, and plowing of roads.
 - Transit is running on real time. Will plows be operating real time as well?
 - ❖ They will be operating real time but the data will not be available for the public.
 - Do we need this on snowplows?
 - ❖ Yes. Drivers are alone when operating the plows. If there was a need to locate a driver because of a medical emergency, we can locate individuals in 2-10 seconds.

- The cost is not very much and from a safety perspective the benefits outweigh the costs.
- The money for the installation, is this from the Capital Budget?
 - ❖ Yes, the installation will be out of the Capital Budget but the day to day costs will be out of the Departmental budgets.
 - There have been a number of demos and slide 23 will show the visibility of vehicles in real-time
 - The tracking system will show the latitude and longitude of the vehicle, the amount of sand/salt applied, variations in route, idling/parking, speeding infractions.
 - Local GIS maps can take a picture of where a vehicle is at and what it is doing.
 - Assuming this is in case there is a complaint? Are we assigning someone to monitor this data daily?
 - ❖ This data will assist us with reviewing and responding to complaints as well as completing accident investigations. This should reduce staff and legal costs. Currently we have no way to track the power take off which affects the fuel tax rebate. The data is stored and does not require someone to monitor the information as it comes in.
 - New Equipment Using New Technology
 - During the snow cleaning blitz if the equipment goes down in the middle of the process staff are scrambling.
 - The current equipment is at the end of its useful life.
 - New Blower cost is \$500,000.00
 - Technology to Snow Blow
 - 72" Blower can help to widen on a narrow street and only requires 2 staff to accomplish this: one in the truck and one operating the blower.
 - There may be occasions when we need to remove snow as we have in the past however this new process and new equipment will limit the need for contractor work.
 - Regarding the two options, do they float and have the ability to do the boulevard as well?
 - ❖ They have a shoe that can adjust the height of the approach of the equipment.
 - This new equipment will allow us to use our own crews to remove snow banks as needed without having to wait for the scheduled snow blitz. This provides more flexibility to use the equipment on streets where we have not completed the snow removal before.
 - You are recommending the 72" Blower?
 - ❖ Yes
 - You are recommending the new Loader Blower Attachment?
 - ❖ Yes
 - We utilize our own staff compliment during the day however we will not ever eliminate contractor use

- Have you considered using a tri-axle truck as opposed to a dual wheel?
 - ❖ Conversations have been preliminary. We are looking at replacing a grader with a loader and using it year round.
 - ❖ Eliminate the grader and keep the loader.
- Do we have a costing as to what is more expensive – Contractor vs City?
 - ❖ One particular vendor is much cheaper than using city employees. This vendor has four vehicles. After that it is more expensive.
- Are we able to rent a grader for snow removal?
 - ❖ Yes. The cost is about \$6700.00/month without an operator was what we found. Billing is not based on the hours of use but also includes stand by hours, a guarantee of a certain number of hours and a premium for hours out. It did not make sense to purchase another grader but it does to purchase a loader.

➤ Allu Bucket

- This machine produced enough granular B so that we did not need to purchase any. The granular B was tested and it meets the specs. This provides a cost saving for the city. We do not have the numbers on the amount but will provide.
- Process: The material goes through a set of teeth that you preset the size. The following materials are screened: Granular B; Asphalt and soil. There are options available for screening for composting and can be used for glass compacting. By glass compacting we are realizing a savings by reducing the shipping cost.
 - Can ground or crushed glass be used safely as a base material for roads?
 - ❖ Glass can be used for a road base material and this process was used off site at the landfill.
 - What is the tonnage?
 - ❖ This machine can do 100,000 tones
 - How many different machines can this bucket be attached to?
 - ❖ Only on the loader. It is currently adapted to our machines.

➤ Loader

- Having the ability to articulate the loaders when plowing the round a bout, will it be pushing the snow on to the customers driveways? Will the responsibility of the snow now be on the customer?
 - ❖ The turning radius is so tight that it can move snow to the customer side but also to the road side.

- With this bucket and ability to crush glass, have you thought about approaching other municipalities to extend its use such as Sudbury or Timmins?
 - ❖ We don't envision that the bucket will be idle for very long. It is an option but the business case is winter control. There is greater efficiency in work flow and will be busy most times. It is cost effective for roads and winter control.
 - This would be an opportunity to promote recycling and crushing glass by working with other partners. This could be innovative and a cost saving.
- Bagela
 - This was purchased a few years ago and we have already realized a cost saving.
 - This machine makes it possible for us to replace cold mix in road repair.
 - How long does the recycled asphalt last?
 - ❖ It is better than the conventional cold mix and we have used it on bad sections of roadway, for example on Franklin St. We have experienced great success with this product.
 - ❖ The finished product is not smooth but it does clean up potholes as a temporary stop gap.
 - ❖ We may still need to use cold mix in some instances.
 - Has the number of customer liability claims related to the roads gotten better or worse?
 - ❖ The number of liability claims is now greatly reduced and far less than the past. Can't say if it was the new product or because of changes in the weather conditions.
 - The winter control budget was bang on for this year.
 - How much for the loader versus the grader?
 - ❖ About 360,000.00 for a loader but it provides for more versatility.
- Fuel Additive Trial – Transit
 - We are now seeing a 5% reduction in fuel use because of this new additive.
 - The trial is free and we researched with the vehicle manufacturer to ensure that we were not placing the vehicle warranty at risk by using the additive.
 - After the first week, the preliminary results are positive.
 - Watching staff work through -35 weather to break frost has there been any thought to improving the process with excavators?
 - ❖ We use a John Deere 710 Backhoe. There are not a lot of rubber tire excavators and many are on tracks. The costs for floating them around town are expensive. We did have a third excavator but sold it as it was beyond repair. Instead of purchasing a

machine, we rent the backhoe with a pneumatic arm. Throughout the winter it takes considerable punishment. The past 2 seasons the rental price has been good. By renting we are not taking away from the lifecycle of our own equipment.

- You are not going to come to council and ask for cottage maintenance are you? That is extending service to provide service to private cottage roads?
 - ❖ We are not looking for those opportunities.
- Did I hear you correctly from the last meeting that the flat maintenance charge is billed back to the department and that charge includes fuel?
 - ❖ Correct. The charge includes fuel, and maintenance. The standard rate covers all basic repairs. Anything above would be additional.
- I am curious about the fuel process. When fuel is added in is it against my truck number?
 - ❖ Yes. The current fuel system tracks odometer reading, truck number, fuel amount and employee. For example, an employee will be kicked out of the FMIS if the kilometer reading is incorrect.
- When will the new Fleet Management Information System be rolled out?
 - ❖ It will take about 100 days for the installation and staff training. We expect it to be operational early in February 2017.

4. Action Items: No Action Items.

Next Meeting: Monday, September 26, 2016– 5:00 p.m.

Agenda Item: (i) Action Items Review
(ii) Engineering, Environmental Services and Works Unit
Review David Euler

Meeting adjourned at 6:35 p.m.

Councillor George Maroosis
Chair Operational Review Committee

Judy Bechard
Deputy City Clerk