

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #001

February 7, 2018

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on February 7, 2018 from 8:30 a.m. to 10:23 a.m.

PRESENT: Paul Ryan, Chairperson, Ken Perry, June Caul, Doug Brown, CAO and Travis Rob.

ALSO PRESENT: Mayor Roy Avis, Doug Herr (8:30 a.m. to 9:20 a.m.), Trish Law (9:20 a.m. to 10:00 a.m.), Patrick Briere (10:00 a.m. to 10:13 a.m.) and Milt Strachan (9:30 a.m. to 10:13 a.m.)

#### **1. Call to Order**

1.1 The meeting was called to order at 8:31 a.m.

#### **2. Disclosure of pecuniary interest and the general nature thereof**

2.1 None

#### **3. Approval of Previous Committee Minutes**

3.1 Minutes from the previous meeting on December 6, 2017 - the minutes were approved as circulated.

#### **4. Non-agenda Items**

4.1 None

#### **5. Items Referred from Council**

5.1 Letter from Mr. Anthony J. Coen re: 360 Scott Street Storm Sewer Issues - the matter was deferred until Mr. Coen can be contacted to discuss the installation of a heat trace line by the Town.

#### **6. New Business**

6.1 2017 Update to the Town GIS Imagery - Trish Law was in attendance and made a presentation on the GIS Imagery which was received as information.

6.2 December 2017 Drinking Water Systems Monthly Summary Report - the report was approved as presented.

- 6.3 Review of Sidewalk Snow Removal By-Law - the committee recommended a revision to the draft by-law. The revision will be made and brought forward to Council.
- 6.4 Tbaytel Public Wi-Fi Signage - Rainy Lake Square - the report was received as information.
- 6.5 Request from EDAC to Review Sewer and Water Infrastructure Installation Costs - the administration report was approved as presented.
- 6.6 Airport Property - Land Lease Private Aircraft Hangers - the administration report was approved as presented.

## **7. Information**

- 7.1 Fort Frances Wastewater Treatment Facility November 2017 Monthly Report - the report was received and will be forwarded to Council as information only. No action required.
- 7.2 Fort Frances Wastewater Treatment Facility December 2017 Monthly Report - the report was received and will be forwarded to Council as information only. No action required.
- 7.3 Operations and Facilities Division - Environmental Area - Operations Statistics - October 2017 - the report was received and will be forwarded to Council as information only. No actions required.
- 7.4 Operations and Facilities Division - Environmental Area - Operations Statistics - November 2017 - the report was received and will be forwarded to Council as information only. No action required.
- 7.5 Operations and Facilities Division - Environmental Area - Operations Statistics - December 2017 - the report was received and will be forwarded to Council as information only. No action required.
- 7.6 Operations and Facilities Division - Public Works Area - Operations Statistics - September 2017 - the report was received and will be forwarded to Council as information only. No action required.
- 7.7 Operations and Facilities Division - Public Works Area - Operations Statistics - October 2017 - the report was received and will be forwarded to Council as information only. No action required.
- 7.8 Aircraft Landings 2017 - updated January 16, 2018 - the report was received and will be

forwarded to Council as information only. No action required.

- 7.9 Sewer and Water Data for 2017 - updated January 2018 - the report was received and will be forwarded to Council as information only. No action required.
- 7.10 2017 Tonnage at Landfill Site - updated December 15, 2017 - the report was received and will be forwarded to Council as information only. No action required.
- 7.11 Rainy Lake Market Square Committee Minutes - February 8, 2017 - the report was received and will be forwarded to Council as information only. No action required.

## **8. Adjourn / Next Meeting Date**

The meeting was adjourned at 10:23 a.m.

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Executive Committee Chair

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T. Rob, Manager of Operations & Facilities