

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #011

June 8, 2016

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on June 8, 2016 from 8:35 a.m. to 9:35 a.m.

PRESENT: Doug Kitowski, June Caul, and Doug Brown.

ALSO PRESENT:

**1. Call to Order**

The meeting was called to order at 8:35 a.m.

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

None

**3. Approval of Previous Committee Minutes**

- 3.1 Minutes from the meeting of this Committee on May 18, 2016 - the minutes were approved as circulated.

**4. Non-agenda Items**

In - camera item

- 4.1 Syncor Development at 625 Nelson Street

**5. New Business**

- 5.1 Tender No. 16-OF-11 - Three Year Contract for Asphalt Patching - the Operations and Facilities Manager handed out the missing spreadsheet. The administration report was reviewed and will be forwarded to Council for approval.
- 5.2 In-Kind Services and Financial Support for the 2016 Fort Frances Canadian Bass Championship - the memo was reviewed where clarification was required in regards to whether or not the Town's work force was required to assist with the set up and take down of the main event tent. The Operations and Facilities Manager will contact Wayne Allen to determine if assistance will be required and the memo will go to the Administration and Finance executive committee. The Operations and Facilities executive committee recommends that the Town keep providing support to set up and take down the main event tent. Also that the FFCBC Organization will make a formal request to set up and take down the tent in 2017 and going forward into the future.

**6. NON-AGENDA ITEMS**

- 6.1 Syncor Development at 625 Nelson Street - At 9:20 a.m. the meeting went in-camera to discuss the progress of the development of 625 Nelson Street. The motion to go in-camera was moved by Doug Kitowski and seconded by June Caul. The in-camera portion of the meeting ended at 9:34 a.m.

**7. Information**

- 7.1 Operations and Facilities Division - Public Works Area - Operations Statistics - March 2016 - the Monthly Operations Statistics for March 2016 were reviewed and will be forwarded to Council as information only. No action required.

- 7.2 Operations and Facilities Division - Public Works Area - Operations Statistics - April 2016 - the Monthly Operations Statistics for April 2016 were reviewed and will be forwarded to Council as information only. No Action required.

**8. Adjourn / Next Meeting Date**

The meeting adjourned at 9:35 a.m.

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Executive Committee Chair

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D. Brown, Manager of Operations & Facilities