

## TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 009

May 6, 2015

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on May 6, 2015 from 8:30 a.m. to 9:25 a.m.

PRESENT: Doug Kitowski, June Caul, Mark McCaig, CAO and Doug Brown

ALSO PRESENT: Mayor Roy Avis, Arlene Byrnes (8:30 a.m. to 9:10 a.m.), Merv Arhens (8:30 a.m. to 9:10 a.m.) and Ken Perry

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

The meeting was called to order at 8:30 a.m.

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

None.

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

3.1 Minutes from meeting of this Committee on April 22, 2015 - the minutes were approved as circulated.

### **4. New Business**

4.1 Execution of Municipal - Industry Stewardship Plan (ISP) Material Service Agreement with Product Care Association (PCA) - the administration report was reviewed and will be forwarded to Council for approval.

4.2 In-Kind Services for 2015 International Boundary Waters Dragon Boat Festival - the memo was reviewed, where a decision was made on whether or not the Town would be spraying down the docks prior to the event. It was decided that the Town will not be supplying labour and equipment to perform this task. However the Boundary Waters Dragon Boat Club is welcome to perform this task if they feel it is necessary. Also the Operations and Facilities Executive committee wants to ensure the picnic tables are returned in a clean state. Councillor Ken Perry informed the committee that spare garbage containers are required for the event and not dumpsters. The memo will be revised to reflect these changes.

4.3 Proposal from a General Public Dog Park Group - to develop an off-leash Dog Park on the Old West End Rink Property - the memo and background information was reviewed where the Operations and Facilities Executive Committee recommends the following:

- 1) The request to utilize the Old West End Rink Property to be developed into an Off-Leash Dog Park be denied with the understanding that the Planning and Development Department and Executive Committee coordinate the investigation with both the Town's Off-Leash Dog Park Advisory committee and the new dog park group into the possibility of developing a new dog park along 8th street.

The memo will be revised to reflect the recommendation and forwarded to the Planning and Development Executive Committee Chairperson.

### **5. Outstanding Items**

5.1 Strategic Plan Initiatives - CAO to expand - Mark McCaig outlined the four (4) previous initiatives, after a lengthy discussion no new initiatives were put forward.

- 5.2 Sewer Systems Management By-Law. ( to be discussed at the meeting on May 20, 2015). - this item was deferred to a later meeting when Doug Herr and Paul Ryan are present to ensure all members of management and Council are fully aware of the new items outlined in the draft by-law.

**6. CALL FOR NON-AGENDA ITEMS**

- 6.1 Awarding Tender 15-OF-03 - MHSW Service Provider - the Operations and Facilities Manager Doug Brown handed out an administration report. The administration report was reviewed and will be forwarded to Council for approval.

**6.2 In- Camera**

Identifiable Individual - Councillor Doug Kitowski indicated that he wanted to go in camera. A motion moved by Doug Kitowski and seconded by June Caul for the Operations and Facilities Executive Committee to go in camera at 9:16 a.m. After a brief discussion the Operations and Facilities Executive Committee closed the in-camera portion of the meeting and returned to an open meeting at 9:18 a.m.

**7. Information**

- 7.1 Operations and Facilities Division - Environmental Area - Operations Statistics - March 2015 - the Operations Statistics for the Environmental Area for March 2015 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 - February 2015 - the Operations Statistics for the Public Works Area for February 2015 were reviewed and will be forwarded to Council for information only. No action required.
- 7.3 Operations and Facilities Division - Public Works Area - Operations Statistics - March 2015 - the Operations Statistics for the Public Works Area for March 2015 were reviewed and will be forwarded to Council for information only. No action required.

**8. Adjourn / Next Meeting Date  
9:25 a.m.**

**There being no further matters before this Committee at this time this meeting was closed.**

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Executive Committee Chair

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D. Brown, Manager of Operations & Facilities