

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #016

September 23, 2015

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on September 23, 2015 from 8:31 a.m. to 9:57 a.m.

PRESENT: Paul Ryan, Chairperson, Doug Kitowski, Mark McCaig, CAO and Doug Brown.

ALSO PRESENT: Mayor Roy Avis, Travis Rob - 8:31 to 9:10 a.m., Doug Herr - 8:31 to 9:10 a.m., Travis George - 8:31 to 9:10 a.m. and Kelli Whalen - 8:34 to 9:05 a.m.

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

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

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

None.

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

- 3.1 Minutes to be distributed at meeting - the minutes from the Operations and Facilities Executive committee meeting on September 9, 2015 were handed out and approved as circulated.

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

None.

#### **5. Outstanding Items**

- 5.1 Request from Kelli and Bob Whalen - 1316 Sixth Street East - Water Line Replacement - After a lengthy discussion between Kellie Whalen and Town staff, the Operations and Facilities Executive committee recommends the following:

- 1) As a result of a difference in interpretation of the communication which took place between the property owners of 1316 Sixth Street, East, Kellie and Bob Whalen and the staff in the Operations and Facilities Division ( water and sewer department) the cost to upgrade the water service line from a 1/2 inch diameter line to a 3/4 inch diameter line from the watermain to the property line will be split equally between both the Town and Kellie and Bob Whalen, the property owners of 1316 Sixth Street, East. The cost to each party is \$2,251.88 (No HST)
- 2) That Kellie and Bob Whalen will have the option to utilize a payment plan to pay off their portion of \$2,251.88

The administration report will be revised to include these recommendations. The revised report will be forwarded to Council for approval.

- 5.2 Endorsement of Long Term (2015 to 2021) Financial Plan for Water and Wastewater Systems - the administration report was reviewed and will be forwarded to Council for approval.

- 5.3 Sanitary Sewer By-Law - to be discussed at a later date.

**6. Items Referred from Council**

- 6.1 BIA Request for Town In-Kind Services to be performed by the Operations and Facilities Division workforce - after a lengthy discussion, the Operations and Facilities Executive committee recommends  
" that the request for in-kind services be deferred at this time in order that a meeting can be scheduled between the BIA Organization and the Operations and Facilities Executive committee".

The administration report will be revised to include the recommendation. The revised report will be forwarded to Council for approval.

**7. New Business**

- 7.1 Decision on Installing a New Columbarium - Riverview Cemetery - after a lengthy discussion the Operations and Facilities Executive committee recommends "that at this time no new columbarium be planned to be installed in the Riverview Cemetery in 2016".

The administration report will be revised to include the recommendation. The revised report will be forwarded to Council for approval.

- 7.2 August 2015 Drinking Water Systems Monthly Summary Report - the August 2015 Drinking Water Systems Monthly Summary Report was reviewed and will be forward to Council for approval.

**8. Information**

- 8.1 Operations and Facilities Division - Public Works Area - Operations Statistics - June 2015 - the operational statistics for June 2015 were reviewed and will be forwarded to Council as information only. No action required.
- 8.2 Operations and Facilities Division - Public Works Area - Operations Statistics - July 2015 - the operational statistics for July 2015 were reviewed and will be forwarded to Council as information only. No action required.
- 8.3 Aircraft Landings 2015 - As of August 31, 2015 - the airport statistics as of August 31, 2015 were reviewed and will be forwarded to Council as information only. No action required.
- 8.4 2015 Tonnage at the Landfill site as of September 1, 2015 - the landfill site spreadsheet as of September 1, 2015 was reviewed and will be forwarded to Council as information only. No action required.
- 8.5 Sewer and Water Data for 2015 - up dated September 16, 2015 - the water and sewer spreadsheet as of September 16, 2015 was reviewed and will be forwarded to Council as information only. No action required.

**9. Adjourn / Next Meeting Date**

The meeting adjourned at 9:57 a.m.

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Executive Committee Chair

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D. Brown, Manager of Operations & Facilities