

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #014

July 8, 2015

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on July 8, 2015 from 8:30 a.m. to 8:50 a.m.

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

ALSO PRESENT: Travis Rob (8:50 a.m. to 9:10 a.m.), Doug Herr (8:30 a.m. to 8:50 a.m.) and Milt Strachan (8:30 a.m. to 8:50 a.m.)

1. Call to Order

- 1.1. The meeting was called to order at 8:30 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 meeting of this Committee on June 17, 2015 - the minutes were approved as circulated.

4. Non-agenda Items

- 4.1. The letter dated June 23, 2015 to Mayor Roy Avis from the Ministry of Transportation in regards to designing the Connecting Link Highway Funding Program was received. The Operations & Facilities Executive committee provided additional information in regards to answering the 4 required questions. The Operations & Facilities Manager will prepare the answers and forward to the CAO in order that a letter can be sent to the Ministry of Transportation prior to the August 7, 2015 deadline.

5. New Business

- 5.1. DWQMS Management Review - the administration report was reviewed and will be forwarded to Council for approval.
- 5.2. May 2015 Drinking Water Systems Monthly Summary Report - the May 2015 Monthly Drinking Water report was reviewed and will be forwarded to Council for approval.
- 5.3. Sweeper Tender - this item was done prior to item 5.2 for employee attendance purposes - the administration report was reviewed and will be forwarded to Council for approval. Both Doug Herr and Milt Strachan left the meeting at 8:50 a.m.
- 5.4. Semi Annual Division Report - the semi annual report was reviewed where Chairperson, Councillor Paul Ryan will be providing a verbal update at the July 13, 2015 Council meeting.

6. Outstanding Items

- 6.1. Sanitary Sewer By-law - to be discussed at a later date

7. Information

- 7.1. Annual Energy Consumption Submission and Corporate Energy Consumption Review - this agenda item was moved up prior to agenda item 5.4 under New Business to accommodate staff attendance - the administration report prepared by Travis Rob was reviewed where the Operations & Facilities Executive committee were given the opportunity to obtain clarification from Travis Rob. Travis Robe left the meeting at 9:10 a.m. The administration report will be forwarded to Council as information only. No action required.
- 7.2. Operations and Facilities Division - Environmental Area - Operations Statistics - April 2015 - the Operational Statistics for April 2015 for the Environmental Area were reviewed and will be forwarded to Council as information only. No action required.
- 7.3. Operations and Facilities Division - Environmental Area - Operations Statistics - May 2015 - the Operational Statistics for May 2015 for the Environmental Area were reviewed and will be forwarded to Council as information only. No action required.

8. Adjourn / Next Meeting Date

9:50 a.m.

- 8.1. Next meeting date is Wednesday September 9, 2015

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

Executive Committee Chair

D. Brown, Manager of Operations & Facilities