

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #002

February 21, 2018

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on February 21, 2018 from 8:30 a.m. to 10:07 a.m.

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

ALSO PRESENT: Crystal Tan (8:30 a.m. to 9:04 a.m.) and Tyson Dennis (8:30 a.m. to 9:30 a.m.) Jim Cumming (8:45 a.m. to 9:04 a.m.)

1. Call to Order

1.1 The meeting was called to order at 8:34 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 February 7, 2018 - the minutes were approved as circulated.

4. Non-agenda Items

4.1 None

5. Items Referred from Council

5.1 OGRA Policy and Research - Municipal Class Environmental Assessment Process - Resolution should be brought forward to Council for their support.

6. New Business

6.1 January 2018 Drinking Water Systems Monthly Summary Report - the administration report was received as presented.

6.2 Requested dated January 17, 2018 from Boundary Waters Dragon Boat Festival - the items were accepted as presented and will be forwarded to Administration and Finance Committee.

- 6.3 Referral from Economic Development Advisory Committee - Urban Trees (back up material previously distributed) - Mr. Jim Cummings presented on urban trees and an update on the municipalities requirements was given to the committee. Tyson and Crystal were there to discuss Asset Management and Planning aspects.

7. Outstanding Items

- 7.1 Review of Sidewalk Snow Removal By-law - the By-law was amended as discussed and will be brought forward to Council.
- 7.2 Request from EDAC to Review Sewer and Water Infrastructure Installation Costs - report to be brought forward to Council as recommended.
- 7.3 Letter from Mr. Anthony J. Coen Re: 350 Scott Street Storm Sewer Issues - matter on hold until Spring when the work can be completed.

8. Information

- 8.1 Fort Frances Wastewater Treatment Facility January 2018 Monthly Report - the administration report was reviewed and will be forwarded to Council as information only. No action required.
- 8.2 Operations and Facilities Division - Public Works Area - Operations Statistics - November 2017 - the administration report was reviewed and will be forwarded to Council as information only. No action required.
- 8.3 Operations and Facilities Division - Public Works Area - Operations Statistics - December 2017 - the administration report was reviewed and will be forwarded to Council as information only. No action required.
- 8.4 Aircraft Landings 2018 - as of February 12, 2018 - the administration report was reviewed and will be forwarded to Council as information only. No action required.

9. Adjourn / Next Meeting Date

- 9.1 The meeting adjourned at 10:07 a.m.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities