

## 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

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T. Rob, Manager of Operations & Facilities