

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #002

February 8, 2017

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on February 8, 2017 from 8:30 a.m. to 9:31 a.m.

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

ALSO PRESENT:

**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 the previous meeting of this committee on January 18, 2017 - the minutes were approved as circulated.

**4. Non-agenda Items**

None

**5. Items Referred from Council**

- 5.1 Letter from Wendy Derendorf - request for memorial bench along waterfront - this item was tabled until such time that Ms. Derendorf can be present to speak to her request.

**6. New Business**

- 6.1 December 2016 Drinking Water Systems Monthly Summary Report - the administration report was reviewed and approved as amended.
- 6.2 Lakeside Process Controls 3 Year Support Agreement Renewal for Process Control at the Water and Wastewater Treatment Plants - the recommendation of the report was approved as amended.
- 6.3 Renewal of Bearskin Annual Lease and Melaire Ltd. 5 Year Hanger Lease - the administration report was reviewed and approved as recommended.
- 6.4 Report No. 2 - Establishing 2017 Water and Sewer Rates - the report was reviewed and it was recommended to do an additional rate scenario and take it to Council. The recommended increase in the new scenario would be a 2.5% increase to residential rates with a 3.24% increase to commercial rates.
- 6.5 Tender No. 16-OF-14 - Compact Track Loader and Provide Pricing for Seven Attachments - to be distributed prior to meeting.

**7. Information**

- 7.1 Operations and Facilities Division - Environmental Area - Operations Statistics - November 2016 - the Operations Statistics for the Environmental Area for November 2016 were reviewed and will be forwarded to Council as information only. No action required.
- 7.2 Operations and Facilities Division - Environmental Area - Operations Statistics - December 2016 - the Operations Statistics for the Environmental Area for December 2016 were reviewed and will be forwarded to Council as information only. No action required.
- 7.3 Operations and Facilities Division - Public Works Area - Operations Statistics - November 2016 - the Operations Statistics for the Public Works Area for November 2016 were reviewed and will be forwarded to Council as information only. No action required.
- 7.4 Operations and Facilities Division - Public Works Area - Operations Statistics - December 2016 - the Operations Statistics for the Public Works Area for December 2016 were reviewed and will be forwarded to Council as information only. No action required.
- 7.5 Aircraft Landings 2017 - as of February 6, 2017 - the Aircraft Statistics were reviewed and will be forwarded to Council as information only. No action required.

**8. Adjourn / Next Meeting Date**

The meeting was adjourned at 9:31 a.m.

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Executive Committee Chair

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T. Rob, Manager of Operations & Facilities