

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #001

January 20, 2021

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Committee Room and via Microsoft Teams (virtual meeting resources) on Wednesday January 20, 2021 from 8:30 a.m. to 10:32 a.m.

PRESENT: Chairperson R. Wiedenhoeft - Councillor, M. Behan - Councillor, J. McTaggart - Councillor, Mayor J. Caul (ex-officio)

ALSO PRESENT: T. Rob, Manager of Operations & Facilities, D. Brown, CAO (8:30 a.m. to 10:30 a.m.), Craig Miller (8:30 a.m. to 9:38 a.m.), Randy Thoms (8:30 a.m. to 10:32 a.m.) and Sue Hatfield (8:30 a.m. to 9:00 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 the previous meeting on December 9, 2020 - the minutes were approved as circulated.

### **4 New Business**

4.1 Airport Facility Lease Renewal - CBRE Maintenance Garage Bay November 1, 2021 to March 31, 2022 - the administration report was approved as recommended.

4.2 Update on Overall Responsible Operator for the Town's Water System - the report was received and will be forwarded to Council as information only. No action required.

4.3 Email dated January 6, 2021 from Ms. S. Hatfield - Re: Recycling - the administration report was approved as recommended.

4.4 Acceptance of the Town's Long Range Financial Plan for Water and Sewer - the administration report was approved as recommended.

4.5 Letter Dated December 9, 2020 - Re: Water Bill - the administration report was

approved as presented.

- 4.6 First Draft of 2021 Operating Budget for the Operations and Facilities Division - the Draft budget was received.

## **5 Information**

- 5.1 Fort Frances Wastewater Treatment Facility November 2020 Monthly Report - the Wastewater Report for November 2020 was received and will be forwarded on to Council as information only. No action required.
- 5.2 Fort Frances Wastewater Treatment Facility December 2020 Monthly Report - the Wastewater Report for December 2020 was received and will be forwarded to Council as information only. No action required.
- 5.3 Airport Statistics - the statistics for the Airport as of December 31, 2020 were received and will be forwarded to Council as information only. No action required.
- 5.4 Sewer and Water data updated January 12, 2021 - the sewer and water data was received and will be forwarded to Council as information only. No action required.
- 5.5 Tonnage at the Landfill Site - updated January 18, 2021 - the landfill statistics were reviewed and will be forwarded to Council as information only. No action required.

## **6 Adjourn / Next Meeting Date**

- 6.1 The meeting was adjourned at 10:32 a.m.

Next meeting February 3, 2021.

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Executive Committee Chair

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T. Rob, Manager of Operations & Facilities