

Operations & Facilities Executive Committee

Minutes of Meeting

Date: Wednesday, April 9, 2014 Session No. 75

A meeting of the Operations & Facilities Executive Committee was held in the Committee Room on Wednesday, April 9th, 2014 from 7:30 a.m. to 9:10 a.m. In-camera 7:55 a.m. to 8:08 a.m.

Committee Members Present: Rick Wiedenhoeft, Chair, Paul Ryan, Ken Perry, Mark McCaig, CAO and Doug Brown.

Also Present: Mayor Roy Avis

1. Call to Order 7:30 a.m.
2. Disclosure of pecuniary interest as required under the *Municipal Conflict of Interest Act* by Committee Members on agenda items. Roy Avis, owner of West End Motors declared a conflict with item No. 5 on the open meeting agenda – Tender 14-OF-14 – Supply of Three Pick Up Trucks.
- 3) Non- Agenda Items: None
- 4) Agenda items considered at this meeting:
 - 1) Approve the minutes of the meeting of this Committee on March 19, 2014 – the minutes were approved as circulated.
 - 2) Request from Mr. Haglund to Tap Maple Trees on Town Property east of Victoria Avenue. Mr. Haglund explained his Maple Tree Tap operation. He will defer from tapping any trees this spring with the understanding the Town will contact it's Insurance Company with the following questions:
 1. Does our insurance company have access to a municipal agreement to allow such an activity on municipal property?
 2. Ed is willing to sign a waiver where he assumes all the liabilities the sap (product removed from the Maple Trees). Does our insurance company have such a waiver form?
 3. Does his home insurance policy provide enough liability coverage or protection for the Town for this practice to occur on Town property or does our insurance company Require additional liability insurance from Ed Haglund?

In-Camera

3) Request for In-kind or Financial Assistance from Northern Superior Structural Solutions

The open portion of the meeting was closed where at 7:55 a.m. the Operations & Facilities executive committee tabled resolution 2014-01 to close the meeting and now meet in-camera to address a matter pertaining to a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes;

The background report was reviewed where recommendations of the Operations & Facilities executive committee will be forwarded to the Administration and Finance executive committee in the near future.

The in-camera portion of the meeting was closed at 8:08 a.m.

Open Meeting

4) 2013/14 MOE "Announced, detailed" Inspection Report – Drinking Water System (DWS) #220000978 – Large Municipal Residential System – the administration report and the 2013/14 MOE inspection report was reviewed and will be forwarded to Council for approval.

5) Tender 14-OF-05 – Supply of Three Pick Up Trucks – the administration report was reviewed and will be forwarded to Council for approval.

6) Mark Fontana owner of 1226 Third Street East – Requesting Reimbursement from the Town for two invoices from Private Contractors – the administration report was reviewed where the recommendations will be revised. The new recommendations are as follows:

- 1) The request outlined in the letter dated March 10, 2014 from the property owner of 1226 Third Street East, Mr. Mark Fontana for reimbursement of Pryde's Plumbing and Heating, Invoice No. 7916 (Private Contractor), for the amount of \$899.51 be denied, as the Town is not responsible to adjust any plumbing for the sanitary sewer system or water system on private property in order to complete service work on these systems in a safe manner. It is the responsibility of the property owner and not the Town.**
- 2) The request outlined in the letter dated March 10, 2014 from the property owner of 1226 Third Street East, Mr. Mark Fontana for reimbursement of Tom Veert Contracting Invoice No. 119099 (private contractor) for the amount of \$1525.50 be split 50/50 as the information explained to Mr. Mark Fontana by Town administration in regards to the private contractor's steamer was not explained clearly enough. The Town did not inform Mr. Mark Fontana, that if he rented the steamer directly from the private contractor, Tom Veert Contracting that he would be responsible for these costs and not the Town.**

- 3) That Mr. Fontana is responsible to ensure Invoice No. 119099 for \$1525.50 is cancelled and that the Town is invoiced directly by Tom Veert Contracting for 4.5 hours of the steamer at \$150.00 per hour plus HST for a total cost of \$762.75.

The revised report will be forwarded to Council for approval.

- 7) Airport Facility – Private Hanger – Renewal of Hanger Lot Lease Rate with Mr. William Pruys for a Five (5) Year Term Commencing on January 1st, 2014 – the administration report was reviewed and will be forwarded to Council for approval.
- 8) Aircraft Landings 2014 – as of March 31, 2014 – the airport statistics form March 2014 were reviewed and will be forwarded to Council as information only. No action required.
- 9) Sewer & Water Data for 2014 updated April 1, 2014 – the Sewer & Water Data for March 2014 was reviewed and will be forwarded to Council as information only. No action required.
- 10) Fort Frances Wastewater Treatment Facility March 2014 Monthly Report – the OCWA operational and maintenance report was reviewed and will be forwarded to Council as information only. No action required.
- 11) Waste Disposal Site Monthly Inspection Form January/February 2014 – the Landfill Site Inspection report was reviewed and will be forwarded to Council as information only. No action required.
- 12) Operations & Facilities Division – Environmental Area – Operations Statistics – February 2014 – the February 2014 statistics for the Environmental Area of the Operations & Facilities Division were reviewed and will be forwarded to Council as information only. No action required.
- 13) Operations & Facilities Division – Public Works Area – Operations Statistics – January 2014 – the January 2014 statistics for the Public Works Area of the Operations and Facilities Division were reviewed and will be forwarded to Council as information only. No action required.
- 14) Operations & Facilities Division – Public Works Area – Operations Statistics – February 2014 – the February 2014 statistics for the Public Works Area of the Operations and Facilities Division were reviewed and will be forwarded to Council as information only. No action required.

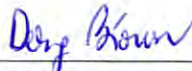
4. Non-Agenda Items: None.

5. Resolutions:

Adjourned at 9:10 a.m.

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


Chair


Manager

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