

# TOWN OF FORT FRANCES

## Operations and Facilities Executive Committee

### AGENDA - June 3, 2015, 8:30 AM

#### MEETING - Civic Centre

Session #012

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#### Call to Order

#### Disclosure of pecuniary interest and the general nature thereof

#### Approval of Previous Committee Minutes

- 3.1 Minutes from meeting of this Committee on May 20, 2015. 2 - 3

#### Non-agenda Items

#### Items Referred from Council

- 5.1 In-Kind Services and Financial Support for the 2015 Fort Frances Canadian Bass Championship 4 - 7

#### New Business

#### Outstanding Items

- 7.1 Sewer Systems Management By-Law (to be discussed at a future meeting)

#### Information

- 8.1 2015 Tonnage at the Landfill Site - updated May 1, 2015. 8
- 8.2 Sewer & Water Data for 2015 - updated June 1, 2015 9

#### Adjourn / Next Meeting Date

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #011

May 20, 2015

The meeting of the Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on May 20, 2015 from 8:30 a.m. to 9:15 a.m.

PRESENT: Doug Kitowski, June Caul, Mark McCaig, CAO, and Doug Brown

ALSO PRESENT: Mayor Avis

**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 meeting of this Committee on May 6, 2015 - the minutes from the meeting on May 6, 2015 were approved as circulated.

**4. Items Referred from Council**

4.1 Request from the Rainy River Substance Abuse Prevention Team Organization to Utilize the Point Park on Saturday September 12, 2015 from 11:00 a.m. to 3:00 p.m. to host a Family Safety Day Event - the administration report was reviewed and will be forwarded to Council for approval.

**5. New Business**

5.1 Tender No. 15-OF-08 - Three (3) Year Supply and Delivery of Granular Materials - the administration report was reviewed and will be forwarded to Council for approval.

5.2 Execution of Nuisance Beaver Program Agreement - Rainy River District Trapper's Council - the administration report was reviewed and will be forwarded to Council for approval.

5.3 April 2015 Drinking Water Systems Monthly Summary Report - the monthly report for the April 2015 Drinking Water Systems was reviewed and will be forwarded to Council for approval.

**6. Outstanding Items**

6.1 Sewer Systems Management By-law ( to be discussed at a future meeting) - to be discussed in the future at one of the next Operations and Facilities Executive Committee meetings.

**7. Non-agenda Items**

7.1 None

**8. Information**

8.1 Fort Frances Wastewater Treatment Facility April 2015 Monthly Report the OCWA

monthly report for April 2015 was reviewed and will be forwarded to Council as information only. No action required.

**9. Adjourn / Next Meeting Date**

9.1 The meeting was adjourned at 9:15 a.m.

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

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Executive Committee Chair

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D. Brown, Manager of Operations & Facilities

May 24, 2015

Report To: Administration & Finance Executive Committee

From: Operations & Facilities Executive Committee

**SUBJECT: In-Kind Services and Financial Support for the 2015 Fort Frances Canadian Bass Championship**

Fort Frances Canadian Bass Championship Inc. wrote a letter to Mayor & Council requesting in-kind services and financial contribution for the up-coming Bass Tournament in July of 2015. Please find attached a letter dated May 15, 2015 from FFCBC co- chairmen; Mr. Wayne Allen & Jim Cuthbertson, I have taken the liberty to comment *only* on items related to the Operations & Facilities Division;

**Continued Operational Assistance;**

Item 2) **Supply of Picnic Tables** - the Town will provide picnic tables where the FFCBC tournament volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event. Co-ordinate through Doug Brown, Operations & Facilities Manager at 274-9893 or Trevor McKinnon, Parks Working Foreman at 276-5761.

Item 4) **Use of Four Barricades** – the Town will deliver 4 barriers to the Sorting Gap Parking lot prior to the event and will pick them up after the event. Co-ordinate through Milt Strachan at 275-5255.

Item 9) **Allow the Tournament to attach pennants, signs & banners to streetlight poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed.** This was a new request in 2010. The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching the banners, signs & pennants to the streetlight poles as in 2014 is utilized in 2015.

In past, assist in the take down of the Main Event Tent - the O & F division workforce – 4 PW workers and 4 Parks workers provided assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent. **This task was not requested in 2015 by the FFCBC organization.**

Other divisions within the Town's organization will deal with all other items outlined in the letter dated May 15, 2015.

The Operations & Facilities Executive Committee recommends the following;

- 1) That the Operations & Facilities Division continues to provide in-kind services and materials for items No. 2 & 4 as outlined in the May 15, 2015 letter from FFCBC co-chairmen, Wayne Allen & Jim Cuthbertson;
- 2) That permission is granted to the FFCBC organization in regards to item No.9 in accordance with the guidelines listed above.

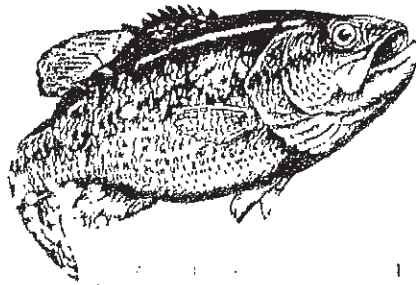
Respectfully submitted,

Paul Ryan, Chairman  
Operations & Facilities Executive Committee

2014MayFFCBCrequest

Fort Frances

12:51/15  
May 15/15  
UK

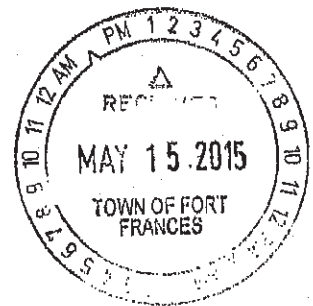


Canadian  
Bass Championship Inc.  
P.O. Box 531  
Fort Frances, ON  
P9A 3M8

May 15, 2015

Mayor and Town Council

Town of Fort Frances  
P.O. Box 38  
Fort Frances, Ontario  
P9A 3M5



Re: Fort Frances Canadian Bass Championships (July 23rd - July 25<sup>th</sup>, 2015)

Dear Mayor and Councillors:

The FFCBC directors sincerely appreciate your significant contributions to facilitate the 2015 event. The Town of Fort Frances is a valued sponsor of the FFCBC since its creation in 1995.

We respectfully request the following support from the Town of Fort Frances:

- 1) Designate, in writing, the "Fort Frances Canadian Bass Championship Live Release Tournament" as a significant community festival & event.
- 2) Authorize use of the Memorial Sports Centre Stage, Tables, Chairs & Town picnic tables. FFCBC will arrange for pick-up and return.
- 3) Supply the FFCBC with the necessary documents to facilitate closing road to accommodate tent.

- 4) We submit a request to the Town of Fort Frances for the use of four barricades for the use at the Sorting Gap.
- 5) The FFCBC will be filling out a building permit application for the erection of the tent, we ask the town look at any charges associated.
- 6) Provide us, early in July, with list of Sorting Gap Marina slip lessees. We will contact the lessees with a formal request for the possible use of their slips during the tournament.
- 7) Waive launch fees for tournament competitors and volunteers from July 20th to 25<sup>th</sup>. We will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there.
- 8) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years.
- 9) Allow the tournament to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event.
- 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key.

We look forward to discussing our request in greater detail at your convenience and invite any Town Council to any FFCBC board meeting.

Respectfully,

Wayne Allen, Co-Chairman

Jim Cuthbertson, Co-Chairman

#### 2015 FFCBC Board of Directors

Wayne Allen	Co-Chair/Bar Operations
Lauris Werenko	Bar Operations
Kathy Cuthbertson	Food Court
Jim Cuthbertson	Co-Chair/Site & Facilities
Greg Gustafson	Treasurer/Angler Registrations
Paul Jewiss	Anglers' Representative
Kevin Cawston	Fish Care
Paul Cousineau	Weigh Master

2015- tonnage at landfill site- up-dated May 1st, 2015

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2014		2015		Average last 8 years		2014		2015		2015-2014	
								Total Tonne	Total Tonne	Total Tonne	Total Tonne	Fees	Fees	Total Tonne	Total Tonne	Fees	Fees	Tonnes	Fees
JAN	147.69	39.65	214.43	57.57	10.33	2.77	83.64	376.54	358.23	372.45	\$18,990.70	\$19,078.66	\$22,076.55	\$18,990.70	\$19,078.66	\$22,076.55	\$2,997.89	-4.09	\$2,997.89
FEB	110.32	34.07	205.79	63.55	7.71	2.38	10.29	331.57	303.57	323.82	\$17,730.70	\$16,650.51	\$17,311.55	\$17,730.70	\$16,650.51	\$17,311.55	\$661.04	-7.75	\$661.04
MAR	171.11	38.30	267.42	59.85	8.28	1.85	0.00	347.04	409.34	446.81	\$18,869.70	\$23,107.28	\$25,940.55	\$18,869.70	\$23,107.28	\$25,940.55	\$2,833.27	99.77	\$2,833.27
APRIL	248.22	40.76	346.16	56.84	14.64	2.40	3.24	500.42	569.78	609.02	\$28,891.30	\$32,908.43	\$36,933.10	\$28,891.30	\$32,908.43	\$36,933.10	\$4,024.67	108.60	\$4,024.67
MAY		#DIV/0!		#DIV/0!		#DIV/0!		756.65	721.08	0.00	\$42,047.80	\$41,342.77		\$42,047.80	\$41,342.77				
JUNE		#DIV/0!		#DIV/0!		#DIV/0!		725.30	816.36	0.00	\$44,815.30	\$42,253.75		\$44,815.30	\$42,253.75				
JULY		#DIV/0!		#DIV/0!		#DIV/0!		661.29	683.08	0.00	\$37,863.20	\$40,976.57		\$37,863.20	\$40,976.57				
AUG		#DIV/0!		#DIV/0!		#DIV/0!		547.91	628.81	0.00	\$32,880.80	\$37,269.88		\$32,880.80	\$37,269.88				
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		697.87	637.62	0.00	\$38,838.70	\$36,887.25		\$38,838.70	\$36,887.25				
OCT		#DIV/0!		#DIV/0!		#DIV/0!		648.58	641.16	0.00	\$38,154.80	\$37,889.98		\$38,154.80	\$37,889.98				
NOV		#DIV/0!		#DIV/0!		#DIV/0!		558.35	558.58	0.00	\$29,302.30	\$31,434.38		\$29,302.30	\$31,434.38				
DEC		#DIV/0!		#DIV/0!		#DIV/0!		449.26	386.07	0.00	\$24,963.10	\$23,643.32		\$24,963.10	\$23,643.32				

Average per monthly

169.33	37.34	258.45	60.32	10.24	#DIV/0!	24.29	550.07	559.47	146.01	\$31,112.37	\$31,953.56	\$25,565.44		\$31,112.37	\$31,953.56	\$25,565.44			
677.34		1033.80		40.96		97.17			1752.10	\$373,348.40	\$383,442.77	\$102,261.75		\$373,348.40	\$383,442.77	\$102,261.75		196.53	\$10,516.88

Actual

Town of Fort

Frances Tonnage

1711.14

Budget

\$370,684.00

Total Tonnage

1752.10

Forecasted

\$306,785.25

Residential

Tonnage

38.66%

ICI Tonnage

59.00%

Coverage material

97.17

Difference

-\$63,898.75



