

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #015

September 9, 2015

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on September 9, 2015 from 8:30 a.m. to 10:15 a.m.

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

ALSO PRESENT: Mayor Avis, Kelli Whalen (8:30 a.m. to 8:45 a.m.), Travis Rob (8:30 a.m. to 8:45 a.m.) and Rick Wiedenhoeft (8:30 a.m. to 9:15 a.m.).

#### **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**

2.1. None.

#### **3. Approval of Previous Committee Minutes**

3.1. Minutes from meeting of this Committee on July 8, 2015 - the minutes were approved as circulated.

#### **4. Non-agenda Items**

None.

#### **5. Items Referred from Council**

5.1. Request from Kellie & Bob Whalen - 1316 Sixth Street East - Water Line Replacement - more information required - will be placed on the agenda for the September 23, 2015 Operations and Facilities Meeting.

Kellie was given an opportunity to explain her side of the story. Travis Rob explained the building permit application process to the members of the Operations and Facilities Executive Committee. The information in the administration report was reviewed where the executive committee recommended to defer a recommendation where Doug Herr and Kellie will be invited back to the next Operations and Facilities Executive committee to assist the O & F Executive committee in making a decision. Kellie and Travis left the meeting at 8:45 a.m.

5.2. Request from Police Services Board for Funding to Purchase Permanent Radar Speed Signs- Rick Wiedenhoeft, Chairperson of the Police Services Board explained the importance of the purchase of two permanent radar speed signs to the Operations and Facilities Executive Committee.

Mark McCaig explained that the Administration and Finance Executive Committee is recommending that the Police Services Board should include this capital item in their 2016 budget submission to Council for consideration. The administration report will be revised to include the following recommendation:

"That the Police Services Board be instructed to include this capital item (two permanent radar speed signs c/w four universal brackets and other accessories) in their 2016 budget submission for Council consideration".

The revised administration report will be forwarded to Council for approval. Rick Wiedenhoeft, Chairman of Police Services Board left the meeting at 9:15 a.m.

## **6. New Business**

- 6.1. Endorsement of Long Term (2015 to 2021) Financial Plan for Water and Wastewater Systems -as a result of the water and wastewater Long Term Financial Plan not included in the agenda package no decision will be made at this meeting. This item will be placed on the agenda for the September 23, 2015 Operations and Facilities Executive Committee meeting.
- 6.2. 2014 June Flood Disaster Event - Request to Extend Timeline for the Ontario Disaster Relief Assistance Program (ODRAP) Agreement - the administration report was reviewed and will be forwarded to Council for approval.
- 6.3. Recycling Services - Execution of 5 year term Agreement for Haulage and Processing with Emterra - the administration report was reviewed and will be forwarded to Council for approval.
- 6.4. Airport Facility - Private Hangar Renewal of Hangar Lot Lease Rate with the following: Mr. Hank Didler/Mr. Gary Kontz, Patrick Langevin and Mr. Brian Church - the administration report was reviewed and will be forwarded to Council for approval.
- 6.5. June 2015 Drinking Water Systems Monthly Summary Report - the June 2015 Monthly Drinking Water Summary Report was reviewed and will be forwarded to Council for approval.
- 6.6. July 2015 Drinking Water Systems Monthly Summary Report - the July 2015 Monthly Drinking Water Summary Report was reviewed and will be forwarded to Council for approval.
- 6.7. Township of Emo - Billing for Water Taken from our Water Distribution Systems through a Fire Hydrant - The Operations and Facilities Executive committee recommended that following recommendations be added to the administration report:
  - 1) Due to extenuating circumstances with Emo's drinking water system and to assist a neighbouring Community in a time of need that the Council of the Town of Fort Frances deviate from the established by-law rate of \$24.62 per cubic meter for potable water to the non-residential rate of \$5.06 per cubic meter in regards to billing Emo for this supplyof water.
  - 2) That the town administration invoice the Township of Emo for 323.675 cubic meters of water at \$5.06 per cubic meter or a total of \$1,637.80 (no h.s.t.)

The revised administration report will be forwarded to Council for approval.

## **7. Outstanding Items**

- 7.1. Sanitary Sewer By-Law - to be discussed at a later date.

## **8. Information**

- 8.1. 2015 Capital Budget as of August 25, 2015 - the Capital Budget spreadsheet was reviewed and will be forwarded to Council as information only. No action required.
- 8.2. Fort Frances Wastewater Treatment Facility June 2015 Monthly Report - the Operations and Facilities manager handed out a new revision of the OCWA monthly report for June of 2015 which included the correct date - the June 2015 Monthly Report was reviewed and will be forwarded to Council as information only. No action required.
- 8.3. Fort Frances Wastewater Treatment Facility July 2015 Monthly Report - the Operations and Facilities manager handed out a new revision of the OCWA monthly report for July

2015 which included the correct date - the July 2015 Monthly Report was reviewed and will be forwarded to Council as information only. No action required.

**9. Adjourn / Next Meeting Date**

The meeting adjourned at 10:15 a.m.

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Executive Committee Chair

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D. Brown, Manager of Operations & Facilities