

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #008

April 20, 2016

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on April 20, 2016 from 8:34 a.m. to 9:40 a.m.

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

ALSO PRESENT: Mayor Roy Avis

#### **1. Call to Order**

The meeting was called to order at 8:34 a.m.

#### **2. Disclosure of pecuniary interest and the general nature thereof**

None

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

3.1 Minutes from the meeting of this Committee on April 6, 2016 - the minutes were approved as circulated.

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

None

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

5.1 Request from Asselin Transportation & Storage Ltd. - the administration report was reviewed where it will be revised to the following:

- 1) That the rate per cubic meter of wastewater be set at \$18.33 where the user fee by-law is revised.
- 2) That administration prepare a letter of intent allowing wastewater from the New Gold Mine Camp to be transferred into the Town's wastewater collection system.

The revised report will be forwarded to Council for approval.

#### **6. New Business**

6.1 Request from Liane Toriseva, J.W. Walker Teacher for In-Kind GIS Services - the administration report was reviewed where the following recommendation will be added:

- 1) That the Town will provide assistance to Liane Toriseva, Elementary Teacher at J.W. Walker School and that her mapping and data information will be stored electronically by the Town and will be made available to other Teachers in the community if requested.
- 2) That the costs of preparing this GIS information be charged against the Council Public Relations budget.

The revised report will be forwarded to Council for approval.

- 6.2 March 2016 Drinking Water Systems Monthly Summary Report - the March Monthly Drinking Water Systems report was reviewed and will be forwarded to Council for approval. Councillor Caul would like the locations where the microbiological samples within the water distribution system are taken outlined in the monthly reports going forward.
- 6.3 Tender No. 16-OF-07 - Road Reconstruction, Watermain and Sewer Replacement Review of Liquidate Damages per day amount - see attached letter from Hatch Mott MacDonald - after a lengthy discussion it was agreed to revise the liquidated damages to \$3000.00 per day versus \$5000.00. Administration will contact Hatch to ensure addendum is issued prior to closing of the tender.

## **7. Information**

- 7.1 Operations and Facilities Division - Environmental Area - Operations Statistics - January 2016 - the Environmental Operations Statistics for January 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 - February 2016 - the Environmental Operations Statistics for February 2016 were reviewed and will be forwarded to Council as information only. No action required.
- 7.3 Operations and Facilities Division - Environmental Area - Operations Statistics - March 2016 - the Environmental Operations Statistics for March 2016 were reviewed and will be forwarded to Council as information only. No action required.
- 7.4 Fort Frances Wastewater Treatment Facility March 2016 Monthly Report - the March 2016 OCWA Monthly Report for the Wastewater Treatment facility was reviewed and will be forwarded to Council as information only. No action required.
- 7.5 Sewer & Water Data for 2016 - updated March 31, 2016 - the Water and Sewer Data Spreadsheet for the period ending March 31, 2016 was reviewed and will be forwarded to Council as information only. No action required.

## **8. Adjourn / Next Meeting**

The meeting was adjourned at 9:40 a.m.

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Executive Committee Chair

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D. Brown, manager of Operations & Facilities