

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



**REPORT**

**JANUARY 06, 2010**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, January 6<sup>th</sup>, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Roy Avis  
Doug Brown

COUNCIL

JAN 25 2010

**REGRETS:** Mark McCaig

ACTION \_\_\_\_\_

**GUESTS:**

1. Called to order at 7:40 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.
  - a) New Requirement for Lead Sampling
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from December 16<sup>th</sup>, 2009 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Decorative Yard Lights on Town ROW, #8 Armstrong Place – the memo from the Planning & Development Executive Committee was reviewed, where a recommendation to Council will be forwarded once advice from the Town's lawyer is obtained.

## THE TOWN OF FORT FRANCES

### 6. WATER

Water Treatment Plant

Water Distribution System

- November 2009 Drinking Water Systems Monthly Summary Report – the monthly report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

Sewage Treatment Plant:

Sewage Collection System

### 8. TRANSPORTATION

- Traffic In Front of Memorial Sports Centre (for discussion) – Councilor Rick Wiedenhoeft indicated that it was brought to his attention that the Gillon Street roadway in front of the Arena and the alignment just east of the main entrance is a safety hazard and that the situation should be reviewed by the Traffic Safety Committee in the near future where recommendations will be provided to Council. The Operations & Facilities Manager will send an email to Milt Strachan to ensure the Traffic Safety Committee reviews this issue at their next meeting.

Traffic Safety Committee

### 9. WASTE MANAGEMENT

- 2009 Tonnage @ Landfill Site – the 2009 Landfill Statistics were reviewed and will be forwarded to Council as information only.

### 10. AIRPORT

- 2009 Tonnage @ Landfill Site – the statistics for December 2009 were reviewed and will be forwarded to Council as information only.

### 11. PARKS & CEMETERIES

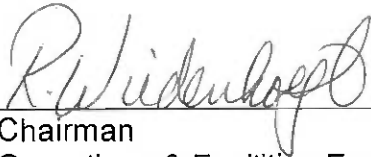
## THE TOWN OF FORT FRANCES

### 12. INFORMATION REPORTS

### 13. NON-AGENDA ITEMS

- a) New Requirement for Lead Sampling – Councilor Paul Ryan highlighted a memo from the Association on Municipalities of Ontario (AMO) regarding changes to lead sampling in the future and wanted clarification on how this would impact the Town's Lead Sampling Program in the future.

There being no further matters before this committee at this time; this meeting was adjourned at 8:50 a.m.



Chairman  
Operations & Facilities Executive  
Committee

January 6th O&F Exec



Manager Operations & Facilities

THE TOWN OF FORT FRANCES



OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

**REPORT**

**JANUARY 20, 2010**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, January 20<sup>th</sup>, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Ken Perry  
Doug Brown

**REGRETS:** Mark McCaig

**GUESTS:** **QMS Team @ 8:00**  
Doug Herr  
Randy White  
Brad Webb  
Mike Allen  
Sandra Robertson

1. Called to order at 7:32 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.
  - a) 2010 Water/Sewer Rates
  - b) Recycling Offer
  - c) Rainy River Safety Coalition – McIrvine Road/King's Hwy. Corridor
3. Disclosure of pecuniary interest and general nature thereof – none.

**COUNCIL**

**FEB 08 2010**

**ACTION** \_\_\_\_\_

## THE TOWN OF FORT FRANCES

4. Approve Minutes from January 6<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.

5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES

6. WATER

Water Treatment Plant

Water Distribution System

- December 2009 Drinking Water Systems Monthly Summary Report – the monthly report was reviewed and will be forwarded to Council for approval.
- Endorsement of the Operational Plan in regards to Drinking Water Quality Management System (DWQMS) for the Town's Drinking Water System – *QMS Team will be at the Operations & Facilities Executive Committee meeting to answer any questions.* At 8:05 a.m. all the members of the DWQMS team arrived where all members of the Operations & Facilities Executive Committee were given an opportunity to ask any questions or receive clarification on any element. As a result of this interaction with staff, the report as presented was reviewed and will be forwarded to Council for endorsement. The DWQMS team left the meeting except for Doug Herr.

7. SEWER

Sewage Treatment Plant:

Sewage Collection System

8. TRANSPORTATION

Traffic Safety Committee

9. WASTE MANAGEMENT

10. AIRPORT

## THE TOWN OF FORT FRANCES

### 11. PARKS & CEMETERIES

### 12. INFORMATION REPORTS

- Operations Statistics – November 2009 – Milt Strachan – the monthly statistics were reviewed and will be forwarded to Council as information.
- Operations Statistics – December 2009 – Milt Strachan – the monthly statistics were reviewed and will be forwarded to Council as information.

### 13. NON-AGENDA ITEMS

- a) 2010 Water/Sewer Rates – after a lengthy discussion the Operations & Facilities Executive Committee agreed that the following scenarios be prepared by the Operations & Facilities Manager

Scenario No. 1 - that the entire 3% increase in rates (\$178,362.28) will be put onto the ICI rates where only the variable per cubic meter is adjusted upward.

Scenario No. 2 – the same scenario as No. 1 except used 5% increase in rates (\$259,118.05).

These two (2) scenarios were suggested as it still addresses the intent in equalities within the ICI class and that where the water & sewer reserve funds will not be used to subsidize the capital work program. Or in other words the \$156,587 proposed to come out of reserves is eliminated.

- b) Recycling Offer – Councilor Ken Perry explained Randy Carmody's proposal to the Operations & Facilities Executive Committee. It was agreed that Randy Carmody meet with Doug Herr to obtain background information on the amount of recyclable material removed in a year and the associated costs. Then Randy Carmody would forward a letter to the Clerk requesting a meeting with the Operations & Facilities Executive Committee to review his proposal. Councilor Perry agreed to relay the information to Randy Carmody. Doug Herr left the meeting after this discussion.
- c) Rainy River Safety Coalition – McIrvine Road/King's Hwy. Corridor - after a lengthy discussion it was agreed by the Operations & Facilities Executive Committee to invite Constable Anne McCoy to the next meeting to clarify the proposal put forward in the letter dated September 10<sup>th</sup>, 2009. The next meeting is scheduled for February 3<sup>rd</sup>, 2010.

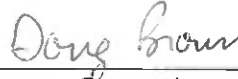
THE TOWN OF FORT FRANCES

There being no further matters before this committee at this time; this meeting was adjourned at 9:15 a.m.



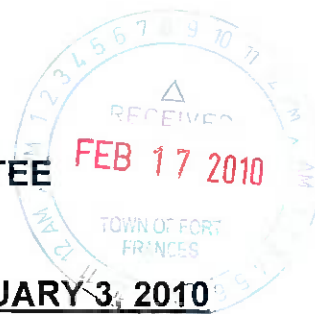
Chairman  
Operations & Facilities Executive  
Committee

January 20th O&F Exec



Manager Operations & Facilities

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



**REPORT**

**FEBRUARY 3, 2010**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, February 3, 2010 at 7:30 a.m.

COUNCIL

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Roy Avis  
Ken Perry  
Doug Brown

FEB 22 2010

ACTION \_\_\_\_\_

**REGRETS:** Mark McCaig

**GUESTS:** Constable Anne McCoy, King's Hwy/McIrvine Road Corridor Project

1. Called to order at 7:35 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Terms of Boards & Committees
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from January 20<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - King's Hwy/McIrvine Road Corridor Project – Constable Anne McCoy, highlighted the three (3) stages of McIrvine Road/King's Highway Corridor Pilot Project.



## THE TOWN OF FORT FRANCES

All members of the Operations & Facilities Executive Committee were given the opportunity to clarify with Constable McCoy all comments outlined in the September 10, 2009 letter. The Operations & Facilities Manager informed the Executive Committee that the Traffic Control By-law 10/03 has to be brought to the Executive Committee in the next couple of weeks where the agreed upon Community Safety Zone will be included as part of the revised By-law. Also the 2010 Capital Budget will be revised to include the costs of installing the Community Safety Zone signs. The Rainy River District Safety Coalition will donate \$2,000 against the supply and installation of the signs. Constable McCoy left the meeting at 8:10 a.m.

- Phase Two – 2010 – Removal of East Sidewalk Along 700 (2<sup>nd</sup> to 3<sup>rd</sup>) and 900 (5<sup>th</sup> to 6<sup>th</sup>) Blocks of Portage Avenue – the report was reviewed where it was recommended that the sidewalk remain. The Operations & Facilities Manager will revise the report to includes the following recommendations:
  - 1) That the East sidewalk along the 700 (2<sup>nd</sup> to 3<sup>rd</sup>) and 900 (5<sup>th</sup> to 6<sup>th</sup>) blocks of Portage Avenue remain due to three factors;
    - These sidewalks were recently replaced in 1999.
    - These sections of sidewalk are relatively young in age and are not due to be replaced for approximately 39 years.
    - That the 1999 replacement of these sidewalks was completed under a local improvement funding program where the abutting property owners have just completed paying for these improvements.
  - 2) That all Property owners (including Randy House at 912 Portage Avenue North) abutting this section of sidewalk be notified by letter that the sidewalk in front of their property will remain and that during the second phase of the Biomass road project that sections of this sidewalk will be removed and replaced in order to install water and sewer service lines to their property line.

The revised report will be forwarded to Council for approval.

- In-Kind Services and Financial Support for 2010 Fort Frances Canadian Bass Championship – the report was reviewed and will be forwarded to Administration and Finance Executive Committee for approval.

### 6. WATER

Water Treatment Plant

Water Distribution System

7. SEWER

- Sewer & Water Data for 2009 – Spreadsheet – the spreadsheet was reviewed and will be forwarded to Council as information only.

Sewage Treatment Plant:

- Wastewater Treatment Facility Monthly Report – December 2009 - the report was reviewed and will be forwarded to Council as information only.

8. TRANSPORTATION

Traffic Safety Committee

9. WASTE MANAGEMENT

- 2010 Tonnage @ Landfill Site – January - the spreadsheet was reviewed and will be forwarded to Council as information only.

10. AIRPORT

- Airport Facility – Renewal of Lease Agreements – the report was reviewed and will be forwarded to Council for approval.
- Airport Monthly Statistics – January 2010 - the statistics were reviewed and will be forwarded to Council as information only.

11. PARKS & CEMETERIES

12. INFORMATION REPORTS


- 2008 Overtime Hours Spreadsheet - the spreadsheet was reviewed and will be forwarded to Council as information only.
- 2009 Overtime Hours Spreadsheet - the spreadsheet was reviewed and will be forwarded to Council as information only.
- Operations Statistics – December 2009 – Doug Herr - the statistics were reviewed and will be forwarded to Council as information only.

## THE TOWN OF FORT FRANCES

### 13. NON-AGENDA ITEMS

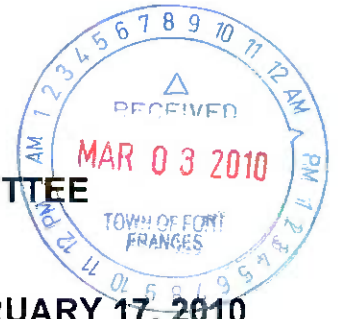
- a) Terms of Boards & Committees – the Operations & Facilities Executive Committee recommends that the Term for Boards & Committees coincide with the Term of Council or four (4) year terms. Also that a maximum of three (3) consecutive terms be allowed. A report will be prepared and forwarded to the lead committee (Administration & Finance Executive Committee).

There being no further matters before this committee at this time; this meeting was adjourned at 9:40 a.m.

  
Chairman  
Operations & Facilities Executive  
Committee

  
Manager Operations & Facilities

February 3rd O&F Exec



**OPERATIONS & FACILITIES EXECUTIVE COMMITTEE**

**REPORT**

**FEBRUARY 17, 2010**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, February 17, 2010 at 7:30 a.m.

**PRESENT:** Paul Ryan  
John Albanese  
Mark McCaig  
Doug Brown

**REGRETS:** Rick Wiedenhoef

**GUESTS:**

1. Called to order at 7:37 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Service Review of Operations & Facilities Division
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from February 3<sup>rd</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
6. WATER  
Water Treatment Plant

COUNCIL

MAR 08 2010

ACTION \_\_\_\_\_

## THE TOWN OF FORT FRANCES

### Water Distribution System

- January 2010 Drinking Water Systems Monthly Summary Report – the report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

#### Sewage Treatment Plant:

- Wastewater Treatment Facility Monthly Report – January 2010 - the report was reviewed and will be forwarded to Council as information only.

### 8. TRANSPORTATION

#### Traffic Safety Committee

### 9. WASTE MANAGEMENT

### 10. AIRPORT

### 11. PARKS & CEMETERIES

### 12. INFORMATION REPORTS


- Monthly Operations Statistics – January 2010 – Milt Strachan – the monthly statistics were reviewed and will be forwarded to Council as information only.
- Monthly Operations Statistics – January 2010 – Doug Herr – the monthly statistics were reviewed and will be forwarded to Council as information only.

### 13. NON-AGENDA ITEMS

- a) Service Review of Operations & Facilities Division – at 8:00 a.m. a motion was moved by Councilor Ryan and seconded by Councilor Albanese to go into an in-camera section of the Operations & Facilities Executive Committee Meeting due to labour relations or employee negotiations or personal matter about an identifiable individual, including municipal or local board employees. An open and frank discussion took place on the subject where the in-camera portion of the meeting ended at 8:27 a.m.

## THE TOWN OF FORT FRANCES

There being no further matters before this committee at this time; this meeting was adjourned at 8:28 a.m.

  
Chairman  
Operations & Facilities Executive  
Committee

February 17th O&F Exec

  
Manager Operations & Facilities

# THE TOWN OF FORT FRANCES

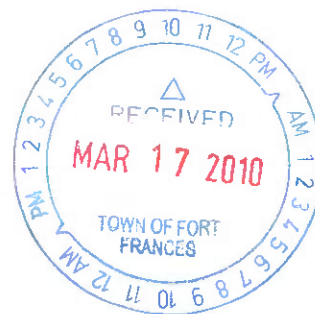
## OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

### REPORT

MARCH 3, 2010

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, March 3, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Roy Avis  
Doug Brown



**REGRETS:** Mark McCaig

COUNCIL

### **GUESTS:**

MAR 22 2010

1. Called to order at 7:32 a.m.  
ACTION \_\_\_\_\_
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Shut Down of Water Tower for Two-Year Inspection
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from February 17<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Engineering Copier Replacement – the report was reviewed, where Mayor Avis wanted to ensure that other Engineering firms and/or other companies in the immediate area use this type of printer. Basically to complete a reference check. A reference check report will be attached to main report. This report will be forwarded to Council for approval.

## THE TOWN OF FORT FRANCES

- Execution of Notice of Intent to Use the Ontario Land Information Directory – the report was reviewed and will be forwarded to Council for approval.

### 6. WATER

Water Treatment Plant

Water Distribution System

### 7. SEWER

Sewage Treatment Plant:

### 8. TRANSPORTATION

Traffic Safety Committee

### 9. WASTE MANAGEMENT

- Waste Disposal Monthly Inspection – December 2009/January 2010 – the monthly inspection report was reviewed and will be forwarded to Council as information only.
- 2010 Pitch-In Canada Week – the report was reviewed and will be forwarded to Council for approval.

### 10. AIRPORT

### 11. PARKS & CEMETERIES

### 12. INFORMATION REPORTS



## THE TOWN OF FORT FRANCES

### 13. NON-AGENDA ITEMS

a) Shut Down of Water Tower for Two-Year Inspection – the Operations & Facilities Manager indicated that the Water Tower would be shut down for a two-year inspection on April 28<sup>th</sup>, 2010 to inspect the interior coating system within the tank part of the Tower. An information report will be prepared in the future once more details are determined.

There being no further matters before this committee at this time; this meeting was adjourned at 8:00 a.m.

\_\_\_\_\_  
Chairman  
Operations & Facilities Executive  
Committee

March 3rd O&F Exec

  
\_\_\_\_\_  
Manager Operations & Facilities

THE TOWN OF FORT FRANCES

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



**REPORT**

**MARCH 17, 2010**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, March 17, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Sharon Tibbs  
Ken Perry  
Roy Avis  
Mark McCaig  
Doug Brown

**REGRETS:**

**GUESTS:** Kelly Schmid, MTO  
Glenn Treftlin  
Mervin Ahrens  
Randy Thoms  
Linda Plumridge  
Joerg Ruppenstein  
Brian Mueller  
Gus MacDonell  
Kayne Shaw  
Elaine Fischer  
Bob Swing  
Anne McCoy  
John Kendrick

**COUNCIL**

**APR 12 2010**

**ACTION \_\_\_\_\_**

1. Called to order at 7:35 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Third Street East – road condition

## THE TOWN OF FORT FRANCES

3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from March 3<sup>rd</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Entering into a Geospatial Data License Agreement with Centra Transmission Holdings – the report was reviewed and will be forwarded to Council for approval.
6. WATER

Water Treatment Plant

Water Distribution System

  - February 2010 Drinking Water Systems Monthly Summary Report – the monthly report was reviewed and will be forwarded to Council for approval.
  - 2009 Schedule 22 (Compliance) Summary Report - the report was reviewed and will be forwarded to Council for approval.
  - 2010 Annual Report Town's Drinking Water System – DWS #220000978 - the report was reviewed and will be forwarded to Council for approval.
7. SEWER

Sewage Treatment Plant:

  - Inspection of Sewage Treatment Plant by the Ministry of the Environment - the report was reviewed and will be forwarded to Council for approval.
  - Wastewater Treatment Facility Monthly Report – February 2010 – the monthly report was reviewed and will be forwarded to Council as information only.
8. TRANSPORTATION
  - MTO Presentation on Community Safety Zone Designation & Other Traffic Control Issues (material previously distributed).

## THE TOWN OF FORT FRANCES

7:30 a.m. to 8:45 a.m. – Kelly Schmid of the Ministry of Transportation completed a power point presentation on the following subject matters;

- 1) Traffic Control Lights & Settings
- 2) Community Safety Zone Designation
- 3) Highway Traffic Act & Ontario Traffic Manuals

All members of the Operations & Facilities Executive Committee and Guests were given an opportunity to ask Kelly Schmid any questions and receive answers. The presentation ended @ 8:45 a.m. where the following guests left the meeting: Mervin Ahrens, Elaine Fischer, Anne McCoy, John Kendrick, Randy Thoms, Linda Plumridge, Kayne Shaw, Gus MacDonell, Bob Swing, Glenn Treftlin, Joerg Ruppenstein, Brian Mueller

- Road Surface Treatment in 2010 – removed from the agenda as dealt with at the March 15<sup>th</sup>, 2010 budget meeting.

Traffic Safety Committee

### 9. WASTE MANAGEMENT

- 2010 Tonnage @ Landfill Site – February 2010 – the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.
- Waste Disposal Site Monthly Inspection – February 2010 – the monthly inspection report was reviewed and will be forwarded to Council as information only.

### 10. AIRPORT

- Monthly Statistics – February 2010 – the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.

### 11. PARKS & CEMETERIES

### 12. INFORMATION REPORTS

- Operations Statistics – February 2010 – Milt Strachan - – the monthly statistics were reviewed and will be forwarded to Council as information only.

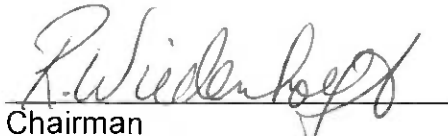
## THE TOWN OF FORT FRANCES

- Operations Statistics – February 2010 – Doug Herr – the monthly statistics were reviewed and will be forwarded to Council as information only.

### 13. NON-AGENDA ITEMS

a) Third Street East – road condition – Councilor Albanese indicated that Mrs. Hebert raised a complaint with Milt Strachan and no one has addressed the large potholes on the 1200 block of Third Street East.

There being no further matters before this committee at this time; this meeting was adjourned at 9:45 a.m.



Chairman  
Operations & Facilities Executive  
Committee



Manager Operations & Facilities

March 17th O&F Exec

THE TOWN OF FORT FRANCES

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



REPORT

APRIL 7, 2010

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, April 7, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Doug Brown

**REGRETS:** Mark McCaig

**GUESTS:**

1. Called to order at 7:30 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Scott Street Car Wash – Water Meter
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from March 17<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
6. WATER  
Water Treatment Plant  
Water Distribution System

COUNCIL

APR 26 2010

ACTION \_\_\_\_\_

## THE TOWN OF FORT FRANCES

7. SEWER

Sewage Treatment Plant:

8. TRANSPORTATION

Traffic Safety Committee

9. WASTE MANAGEMENT

- Monthly Tonnage Statistics @ Landfill Site – March 2010 – the statistics were reviewed and will be forwarded to Council as information only. No action required.

10. AIRPORT

- Adjustment to Aviation Fuel Pump Prices – the report was reviewed and will be forwarded to Council for approval.
- Monthly Statistics – March 2010 – the Airport statistics were reviewed and will be forwarded to Council as information only. No action required.

11. PARKS & CEMETERIES

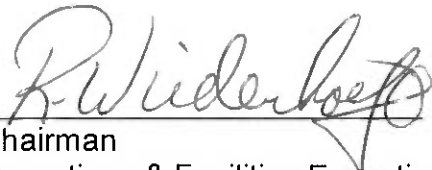
12. INFORMATION REPORTS

13. NON-AGENDA ITEMS

- a) Scott Street Car Wash – Water Meter – Councilor Ryan informed the Operations & Facilities Executive Committee that Mr. Murray Snider would be forwarding a letter to Council in regards to a water meter installation at his car wash. Councilor Wiedenhoef will be contacting Murray to see if the letter is going to be sent.

THE TOWN OF FORT FRANCES

There being no further matters before this committee at this time; this meeting was adjourned at 7:53 a.m.



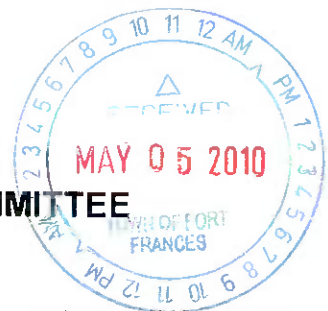
Chairman  
Operations & Facilities Executive  
Committee

April 7th O&F Exec



Manager Operations & Facilities





**OPERATIONS & FACILITIES EXECUTIVE COMMITTEE**

**REPORT**

**APRIL 21, 2010**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, April 21, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoef  
Paul Ryan  
John Albanese  
Roy Avis  
Mark McCaig  
Doug Brown  
Doug Herr

**COUNCIL**

**MAY 10 2010**

**ACTION** \_\_\_\_\_

**REGRETS:**

**GUESTS:** Dan Donovan, Elster Metering  
Kevin Mills, Elster Metering

1. Called to order at 7:31 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from April 7<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. Presentation by Dan Donovan and Kevin Mills of Elster Metering – Update on Water Metering in Ontario – Dan and Kevin of Elster Metering gave an update on State of Water Metering and Smart Meters in Ontario and what developments have taken place in Fort Frances over the previous year. All members of Administration and the Operations & Facilities Executive Committee were given an opportunity to ask questions and receive clarification on any water or smart meter issues or concerns.

Dan and Kevin left the meeting @ 8:15 a.m.

## THE TOWN OF FORT FRANCES

### 6. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES

- Charging Fees for Water & Sewer Services for Churches/Place of Worship – after a lengthy discussion, it was agreed that Administration prepares a letter, which will be distributed to all churches. The report will be reviewed again at the next Operations & Facilities Executive Committee meeting with conjunction with the developed letter. No report going forward at this time.
- 1201 Scott Street – Car Wash – Owner – Murry Snider – the report was reviewed where it would be revised to include a new timetable to complete the upgrades by Friday, May 21<sup>st</sup>, 2010.

***\* Note – Meeting was suspended from 9:00 - 9:15 a.m. in order for Councilor Ryan and Doug Brown to attend CUPE negotiation meeting in the Council Chambers.***

### 7. WATER

Water Treatment Plant

Water Distribution System

- March 2010 Drinking Water Systems Monthly Summary Report – the monthly report was reviewed and will be forwarded to Council for approval.

### 8. SEWER

Sewage Treatment Plant:

- Wastewater Treatment Facility Monthly Report – March 2010 – the monthly report was reviewed and will be forwarded to Council as information only.

### 9. TRANSPORTATION

- Article from April 2010 edition of ECO – News by EcoSuperior Organization – Thunder Bay (information item) – the article was reviewed and will be forwarded to Council as information only.

Traffic Safety Committee

## THE TOWN OF FORT FRANCES

10. WASTE MANAGEMENT

11. AIRPORT

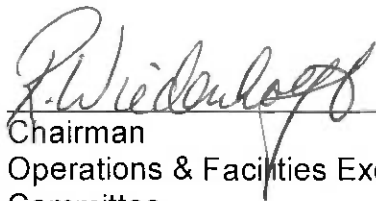
12. PARKS & CEMETERIES

13. INFORMATION REPORTS


- Operations Statistics – March 2010 – Milt Strachan – the monthly statistics were reviewed and will be forwarded to Council as information. No action required.
- Operations Statistics – March 2010 – Doug Herr – the monthly statistics were reviewed and will be forwarded to Council as information. No action required.

14. NON-AGENDA ITEMS

There being no further matters before this committee at this time; this meeting was adjourned at 9:25 a.m.



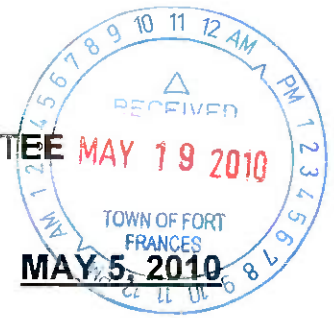
Chairman  
Operations & Facilities Executive  
Committee

  
Manager Operations & Facilities

April 21st O&F Exec

THE TOWN OF FORT FRANCES

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



**REPORT**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, May 5, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Roy Avis  
Mark McCaig  
Doug Brown

COUNCIL

MAY 25 2010

ACTION \_\_\_\_\_

**REGRETS:**

**GUESTS:**

1. Called to order at 7:30 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) 1201 Scott Street – Water Meter/Backflow Prevention Device
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from April 21<sup>st</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Tender No. 10-OF-03 Three-Year Contract for Asphalt Patching – the report was reviewed and will be forwarded to Council for approval.

## THE TOWN OF FORT FRANCES

### 6. WATER

Water Treatment Plant

Water Distribution System

- 2009/10 MOE Inspection of the Town's Water System – the report was reviewed and will be forwarded to Council for approval.
- Charging Fees for Water & Sewer Services for Churches/Place of Worship – the Operations & Facilities Manager distributed a revised report which included the recommendations from the April 21<sup>st</sup>, 2010 Operations & Facilities Executive Committee Meeting. Also included was a draft copy of a letter, which will be distributed to all Church organizations. The report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

Sewage Treatment Plant:

### 8. TRANSPORTATION

Traffic Safety Committee

### 9. WASTE MANAGEMENT

### 10. AIRPORT

- Renewal of Five-Year Term Lot Lease Agreement – Didier/Kontz & Tetu – the report was reviewed and will be forwarded to Council for approval.

### 11. PARKS & CEMETERIES

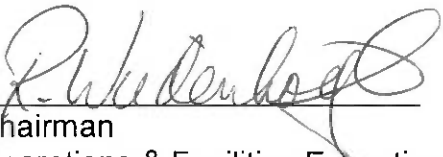
### 12. INFORMATION REPORTS

## THE TOWN OF FORT FRANCES

### 13. NON-AGENDA ITEMS

- a) 1201 Scott Street – Water Meter/Backflow Prevention Device – Councilor John Albanese indicated that he had several meetings with the owner, Mr. Murry Snider. Mr. Snider has forwarded an email to Mark McCaig indicating the same. It was agreed that a May 31<sup>st</sup>, 2010 deadline extension is acceptable to all members of the Operations & Facilities Executive Committee and that Doug Brown will send an email to Mark McCaig indicating the acceptance of this arrangement. It was felt that Council approval is not required and Administration would take care of the situation.

There being no further matters before this committee at this time; this meeting was adjourned at 8:35 a.m.

  
Chairman  
Operations & Facilities Executive  
Committee

May 5th O&F Exec

  
Manager Operations & Facilities

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



REPORT

MAY 19, 2010

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, May 19, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Roy Avis  
Mark McCaig  
Doug Brown

**REGRETS:**

**COUNCIL**

**GUESTS:** Steve Both and Charlie Morken

**JUN 14 2010**

1. Called to order at 7:31 a.m. ACTION \_\_\_\_\_
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
- a) Update on Bio-Mass Road Reconstruction Project
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from May 5<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
- Request From Property Owners for Development Fill for Old Fort Frances High School Property – both Steve Both & Charlie Morken were given an opportunity to explain the reasons for requiring the excavated earth material from the Bio-Mass Road Reconstruction Road Project. Steve explained that they required 3000 cubic meters or approximately 6000 tonnes.



## THE TOWN OF FORT FRANCES

As a result of discussion the Operations & Facilities Executive Committee recommends the following:

That the following terms and conditions be included as an amendment to the original Development Agreement with the developers of the old High School property commonly known as 260 First Street East;

- **Existing Perimeter Chain Link Fencing** – the businessmen of the property will be responsible to supply and install a construction grade tarp system onto the existing perimeter chain link fencing to ensure the public cannot visually view the stockpile of excavated earth material and to provide dust control to ensure that no excavated earth material will be blown onto the Town's street allowance or right-of way (ROW).
- **Stockpile of Excavated Earth Material** – the height of the stockpile of excavated earth material will be restricted to approximately the same height as the existing perimeter chain link fencing complete with the newly installed tarp system.
- **Excavated Earth Material** - the Town will supply approximately 6000 tonnes of earth material from the excavated earth material taken from the biomass road reconstruction project. The contractor of the biomass road reconstruction project, Bay City Contracting Inc. will be instructed to deliver the earth material to the 260 first Street property at a location provided by the businessmen. The contractor, Bay City Contracting Ltd. will record the time and date when the truck loads of the excavated earth material are delivered to the property.
- **Costs per Tandem Truck Load of Excavated Earth Material** - the businessmen will be charged \$ 100 per tandem truck (based of approximately 17 tonnes of excavated earth material per tandem truck load). The businessmen will be allowed to use the Municipal Service Grant to pay for excavated earth material. As of May 19, 2010 there is a credit of \$ 63,017.62.
- **Additional Delivery Costs** – If any of the excavated earth material from the biomass road project is stockpiled on any town owned property, the businessmen will be responsible for all the costs associated to load and transport this excavated earth material to the 260 First Street property.
- **Timelines to demolish the existing J. A. Mathieu Section of the Old High School Building**- The town shall require the businessmen to demolish the existing J. A. Mathieu section of the Old High School Building and backfill with excavated earth material the footprint of the existing building by September 30, 2010.
- **Landscaping & Drainage** – Once the building is removed and the footprint of building is backfilled, the businessmen will landscape the site to ensure positive drainage and that no water will be allowed to pond on the surface of the property.

Rick Wiedenhoeft, Chairman of the Operations & Facilities Executive Committee, will sign the report.

Steve Both & Charlie Morken left the meeting @ 8:15 a.m.



## THE TOWN OF FORT FRANCES

- Sightlines at the Third/Portage Intersection – after a lengthy discussion it was agreed that this be deferred until the construction was completed.
- Application for Funding to Enter Bridge Data into the Municipal Data Works (MDW) – the report was reviewed and will be forwarded to Council for approval.

### 6. WATER

Water Treatment Plant

Water Distribution System

- April 2010 Drinking Water Systems Monthly Summary Report – the report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

Sewage Treatment Plant:

- Wastewater Treatment Facility Monthly Report – April 2010 – the report was reviewed and will be forwarded to Council as information only. No action required.

### 8. TRANSPORTATION

Traffic Safety Committee

### 9. WASTE MANAGEMENT

- Waste Disposal Site Monthly Inspection – March/April 2010 – the report was reviewed and will be forwarded to Council as information only. No action required.

### 10. AIRPORT

- Monthly Statistics – April 2010 – the statistics were reviewed and will be forwarded to Council as information only. No action required.

### 11. PARKS & CEMETERIES

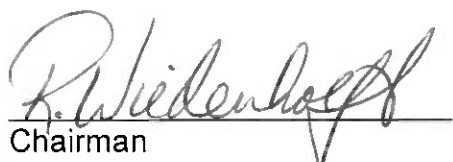
12. INFORMATION REPORTS

- Operations Statistics – April 2010 – Milt Strachan – the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.
- Operations Statistics – April 2010 – Doug Herr – the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.

13. NON-AGENDA ITEMS

- a) Update on Bio-Mass Road Reconstruction Project – Doug Brown handed out a copy of the News Release issued yesterday in regards to Portage Avenue Underpass. Also explained all the five (5) influencing factors that have caused the delay in completing the work within the 10-day period.

There being no further matters before this committee at this time; this meeting was adjourned at 9:11 a.m.



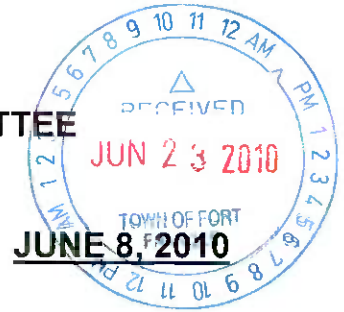
Chairman  
Operations & Facilities Executive  
Committee

May19th O&F Exec



Manager Operations & Facilities

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



**REPORT**

A meeting of the Operations & Facilities Executive Committee was held on Tuesday, June 8, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoef  
John Albanese  
Mark McCaig  
Doug Brown

COUNCIL

JUN 28 2010

ACTION \_\_\_\_\_

**REGRETS:** Paul Ryan  
Roy Avis

**GUESTS:**

1. Called to order at 7:31 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from May 19<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Tender 10-OF-07 – Supply of One – ½ Ton Four Door Truck and One – All Wheel Drive Multi-Purpose Multi-Passenger Vehicle – the report was reviewed and will be forwarded to Council for approval.
  - Warranty Inspection of the Water Tower – Imposing Water Restriction from June 28, 2010 to July 19, 2010 – the report was reviewed and will be forwarded to Council for approval.

## THE TOWN OF FORT FRANCES

- Operations & Facilities Capital Spreadsheet – April 30<sup>th</sup> Actuals – the spreadsheets were reviewed and will be forwarded to Council as information only. No action required.

### 6. WATER

Water Treatment Plant

Water Distribution System

- Reduced Semi-Annual Testing of Lead-Water Distribution System – Fifth Period of Sampling & Testing – the report was reviewed and will be forwarded to Council for approval.
- May 2010 Drinking Water Systems Monthly Summary Report – the report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

- Sanitary Sewer Line – 606 2<sup>nd</sup> Street West – Mr. & Mrs. Gary Angus – after a lengthy discussion the Operations & Facilities Executive Committee is recommending that the cost be split 50% Town/50% Property Owner and that the Town's workforce cut the roots on an annual basis prior to freeze up.

Sewage Treatment Plant:

### 8. TRANSPORTATION

Traffic Safety Committee

### 9. WASTE MANAGEMENT

- Monthly Tonnage Statistics @ Landfill Site – May 2010 – the statistics were reviewed and will be forwarded to Council as information. No action required.

### 10. AIRPORT

- Endorsement of Airport Emergency Plan – the report was reviewed where Councilor Rick Wiedenhoef pointed out a typo on Page 13. The report will be revised and then forwarded to Council for approval.

## THE TOWN OF FORT FRANCES

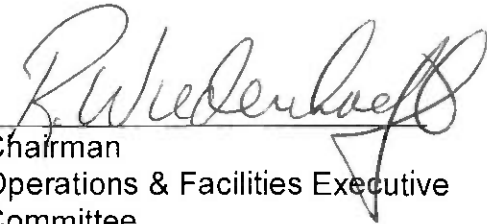
- Airport Monthly Statistics – May 2010 – the statistics were reviewed and will be forwarded to Council as information. No action required.

11. PARKS & CEMETERIES

12. INFORMATION REPORTS

13. NON-AGENDA ITEMS

There being no further matters before this committee at this time; this meeting was adjourned at 8:28 a.m.



Chairman  
Operations & Facilities Executive  
Committee

June 8th O&F Exec



Manager Operations & Facilities

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



**REPORT**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, June 23, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
Ken Perry  
Roy Avis  
Mark McCaig  
Doug Brown

**REGRETS:** John Albanese

**GUESTS:** Milt Strachan (Guests in attendance from 7:59 a.m. to 8:30 a.m.)  
Sherry Dubois  
Rick Perrault

1. Called to order at 7:31 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Letter from MTO regarding Connecting Link Funding
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from June 8<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. Sherry Dubois & Rick Perrault – Flooding Problem @ 816 Armit Avenue

Councilor Wiedenhoeft explained to both Sherry Dubois & Rick Perrault the role of the Operations & Facilities Executive Committee as it relates to Council and at her request she was given an opportunity to make a presentation to the committee.

She requested to ask questions of the Operations & Facilities Executive Committee and Administration. Councilor Wiedenhoeft, Chair of the committee, informed her that he would control the meeting and that she must go through the Chair. She didn't agree with this approach. Councilor Wiedenhoeft also indicated that she requested to speak at the Operations & Facilities Executive Committee. She wanted to know the reasons why the Town would not participate in any way in the costs.

At approximately 8:30 a.m. Sherry Dubois & Rick Perrault left the meeting not satisfied with the lack of information received at the meeting.

6. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES

- Operations & Facilities Division Update Report – Jan 1<sup>st</sup> – May 31<sup>st</sup>, 2010 – the report was reviewed and will be read by Chairperson Rick Wiedenhoeft at the Council meeting on June 28<sup>th</sup>, 2010.
- Operations & Facilities Division 2010 Capital Projects Spreadsheet as of May 31, 2010 – the spreadsheet was reviewed and will be forwarded to Council as information only.

7. WATER

Water Treatment Plant

Water Distribution System

- Revisions to Water System Management By-law No. 16/06 – the report was reviewed and will be forwarded to Council for approval.

8. SEWER

Sewage Treatment Plant:

- Wastewater Treatment Facility Monthly Report – May 2010 – the report was reviewed and will be forwarded to Council as information only.

9. TRANSPORTATION

Traffic Safety Committee

## THE TOWN OF FORT FRANCES

### 10. WASTE MANAGEMENT

- Waste Disposal Site Monthly Inspection – May 2010 – the report was reviewed and will be forwarded to Council as information only.

### 11. AIRPORT

- Termination of Private Lot Lease Agreement with the Estate of Walter Seis & Enter into a new 25-Year Private Lot Land Lease with Mr. Brian Church – the report was reviewed and will be forwarded to Council for approval.

### 12. PARKS & CEMETERIES

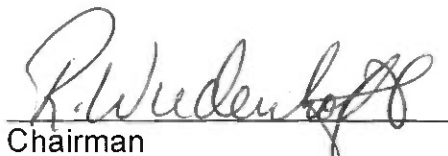
### 13. INFORMATION REPORTS

- Operations Statistics – May 2010 – Milt Strachan – the report was reviewed and will be forwarded to Council as information only.
- Operations Statistics – May 2010 – Doug Herr – the report was reviewed and will be forwarded to Council as information only.

### 14. NON-AGENDA ITEMS

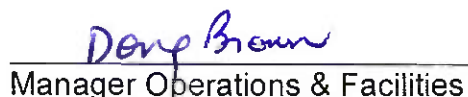
- a) Letter from MTO regarding Connecting Link Funding – the Operations & Facilities Manager handed out a letter dated June 9<sup>th</sup>, 2010 from Dale Willis – MTO Operational Services Manager indicating that no connecting link funding will be received in 2010.

There being no further matters before this committee at this time; this meeting was adjourned at 8:45 a.m.



Chairman  
Operations & Facilities Executive  
Committee

June 23rd O&F Exec



Manager Operations & Facilities



OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



**REPORT**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, July 7<sup>th</sup>, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Doug Brown

**REGRETS:** Mark McCaig

**GUESTS:** Randy Cooke – Northwestern Ontario Health Unit

1. Called to order at 7:30 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Tender Results of Tender 10-OF-10 - Painting & Exterior Upgrades – Water Treatment Plant & Sorting Gap Marina Building
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from June 23<sup>rd</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Progress Status Report No. 1 – Infiltration/Inflow Investigation Study – the report was reviewed and will be forwarded to Council as information only. No action required.

## THE TOWN OF FORT FRANCES

- Tender No. 10-OF-12 – Selection of Municipal Special or Hazardous Waste (MSHW) Service Provider to Host A Household Hazardous Waste Drop-off Day Event in 2010 – the report was reviewed and will be forwarded to Council for approval.

### 6. WATER

Water Treatment Plant

Water Distribution System

### 7. SEWER

Sewage Treatment Plant:

### 8. TRANSPORTATION

- Financial Request from the Ontario Good Roads Association to Defend Minimum Maintenance Standards for Municipal Highways at the Superior Court of Justice – the information report was reviewed where the Operations & Facilities Executive Committee recommended that \$1,000 be taken from Council's Public Relations account and donated to OGRA in order to defend the Minimum Maintenance Standards for Municipal Highways regulation at the Superior Court of Justice.

Traffic Safety Committee

### 9. WASTE MANAGEMENT

- Monthly Tonnage Statistics @ Landfill Site – June 2010 – the statistics were reviewed and will be forwarded to Council as information only. No action is required.

### 10. AIRPORT

- Fort Frances Airport – Adjustment to Aviation Fuel Pump Prices – the report was reviewed and will be forwarded to Council for approval.
- Renewal of Five-Year Term Lot Lease Agreement – Patrick Langevin – the report was reviewed and will be forwarded to Council for approval.

## THE TOWN OF FORT FRANCES

- Airport Monthly Statistics – June 2010 – the Airport Statistics for June were reviewed and will be forwarded to Council as information only. No action is required.

### 11. PARKS & CEMETERIES

- Northwestern Health Unit - Request for the Town to Erect Sign Poles & Install "We Play Here - Please Don't Smoke " Signage Within the Playgrounds & Park Areas – this item was dealt with at the start of the meeting at approximately 7:32 a.m. where Randy Cooke of Northwestern Health Unit gave a presentation on the importance of erecting the "We play here – please don't smoke" signage within the Municipal playgrounds and park areas. After a lengthy discussion the Operations & Facilities Executive Committee recommended the following;
  - 1) That an upper limit of \$ 1000 be taken from Council's Public Relations account in order to erect one "We Play Here- Don't Smoke " sign per park for a total of nine (9) signs.
  - 2) That where possible Parks staff will be directed to install the new "We Play Here- Don't Smoke " sign on existing sign poles and fences in order to reduce costs.

The report will be revised to include the recommendations and forwarded to Council for approval.

Randy Cooke left the meeting at around 7:50 a.m.

### 12. INFORMATION REPORTS

### 13. NON-AGENDA ITEMS

- a) Tender Results for Tender 10-OF-10 - Painting & Exterior Upgrades – Water Treatment Plant & Sorting Gap Marina Building – the Operations & Facilities Manager handed out a spreadsheet outlining the tender results for the painting and exterior upgrades for the WTP & Sorting Gap Marina Building. There is a substantial budget shortfall where Council will have to make a decision on whether or not to proceed with this work in the near future and possibly at Monday night Council meeting. The Operations & Facilities Executive Committee has been given some background information so they are not caught off guard at the Council meeting on Monday.

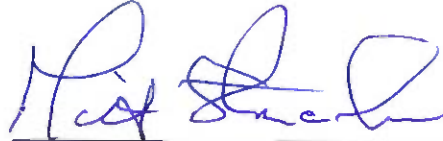
THE TOWN OF FORT FRANCES

There being no further matters before this committee at this time; this meeting was adjourned at 8:50 a.m.



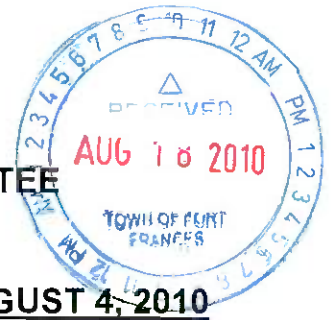
Chairman  
Operations & Facilities Executive  
Committee

July 7th O&F Exec



Manager Operations & Facilities

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE



**REPORT**

**AUGUST 4, 2010**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, August 4<sup>th</sup>, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Ken Perry  
Roy Avis  
Milt Strachan  
Doug Herr

**COUNCIL**

**AUG 23 2010**

**ACTION** \_\_\_\_\_

**REGRETS:** Doug Brown

**GUESTS:** Ted Stewart of Rainy River District Office Services Ltd. (8:00 – 8:30 a.m.)

1. Called to order at 7:30 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Timelines regarding capital construction projects.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from July 7<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Two (2) Year Extension of Existing Engineering/Project Management Services Agreement with Engineering Northwest Ltd. – the report was reviewed and will be forwarded to Council for approval.

## THE TOWN OF FORT FRANCES

### 6. WATER

Water Treatment Plant

Water Distribution System

### 7. SEWER "In Camera"

- Mr. Ted Stewart of Rainy River District Office Services Ltd. to review letter dated July 13, 2010 addressed to Mayor and Council to ensure that the letter is correct and fully understood by both parties. Decision will be deferred to the next Operations & Facilities Executive Committee meeting.

Sewage Treatment Plant:

### 8. TRANSPORTATION

Traffic Safety Committee

### 9. WASTE MANAGEMENT

### 10. AIRPORT

### 11. PARKS & CEMETERIES

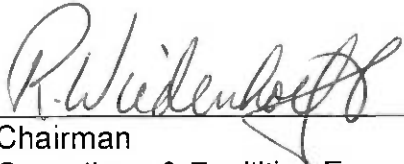
### 12. INFORMATION REPORTS

### 13. NON-AGENDA ITEMS

a) Timelines regarding capital construction projects. Discussion was held by the committee about specific timelines being spelled out in future capital construction projects.

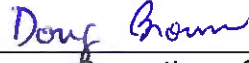
THE TOWN OF FORT FRANCES

There being no further matters before this committee at this time; this meeting was adjourned at 9:00 a.m.



Chairman  
Operations & Facilities Executive  
Committee

August 4th O&F Exec



Manager Operations & Facilities

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT

AUGUST 18, 2010

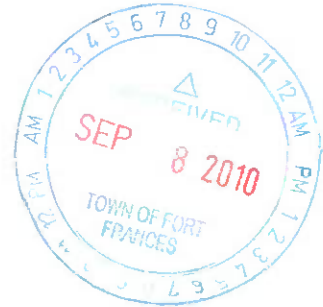
A meeting of the Operations & Facilities Executive Committee was held on Wednesday, August 18<sup>th</sup>, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoef  
John Albanese  
Ken Perry  
Doug Brown

COUNCIL

SEP 13 2010

ACTION \_\_\_\_\_



**REGRETS:** Paul Ryan  
Mark McCaig

**GUESTS:** Doug Herr

1. Called to order at 7:30 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Airport Statistics for July 2010
  - b) Landfill Site Data for July 2010
  - c) Selection of Engineering Firm to complete Blue Box Recycling Strategy for Town of Fort Frances & Atikokan
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from August 4<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES



6. WATER

Water Treatment Plant:

Water Distribution System:

- June 2010 Drinking Water Systems Monthly Summary Report – the report was reviewed where Councilor Wiedenhoeft pointed out a typo in regards to the fluoride concentration should be 0.6 mg/L instead of 0.06 mg/L. The report will be revised and forwarded to Council for approval.

7. SEWER

- Rainy River District Office Services Ltd. (letter dated July 13, 2010 addressed to Mayor and Council) was discussed at the last Operations & Facilities Executive Committee meeting (August 4<sup>th</sup>, 2010) and a decision was deferred to this Operations & Facilities Executive Committee meeting. Went into In-Camera section of the meeting where a lengthy discussion took place where Councilor Albanese wanted to defer making a decision until information from Mayor Avis can be reviewed. The Operations & Facilities Executive Committee endorsed this suggestion. Doug Herr left the meeting and return to the open meeting.

Sewage Treatment Plant:

- Wastewater Treatment Facility Monthly Report – June & July 2010 – both monthly reports were reviewed where Councilor Wiedenhoeft pointed out a formula problem in regards to usage % plant capacity. The formula must be corrected. Doug Brown will notify OCWA of the correction. Both reports will be forwarded to Council as information only.

8. TRANSPORTATION

Traffic Safety Committee

9. WASTE MANAGEMENT

10. AIRPORT

11. PARKS & CEMETERIES

## THE TOWN OF FORT FRANCES

### 12. INFORMATION REPORTS

- Operations Statistics – June 2010 – Milt Strachan – the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.
- Operations Statistics – June 2010 – Doug Herr - the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.

### 13. NON-AGENDA ITEMS

- a) Airport Statistics for July 2010 – the Operations & Facilities Manager handed out spreadsheets outlining the Airport Statistics for July 2010. The spreadsheets were reviewed and will be forwarded to Council as information only.
- b) Landfill Site Data for July 2010 – the Operations & Facilities Manager handed out spreadsheet outlining the Landfill Site data for July 2010. The spreadsheet was reviewed and will be forwarded to Council as information only.
- c) Selection of Engineering Firm to complete Blue Box Recycling Strategy for Town of Fort Frances & Atikokan – the Operations & Facilities Manager handed out an Administration report. The report was reviewed and will be forwarded to Council for approval.

There being no further matters before this committee at this time; this meeting was adjourned at 8:45 a.m.

  
Chairman  
Operations & Facilities Executive  
Committee

  
Manager Operations & Facilities

August 18th O&F Exec

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT

SEPTEMBER 8, 2010

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, September 8<sup>th</sup>, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoef  
Paul Ryan  
John Albanese  
Ken Perry  
Roy Avis  
Mark McCaig  
Doug Brown



**REGRETS:**

**COUNCIL**

**GUESTS:** Luke Schill (7:31 a.m. to 7:50 a.m.)

**SEP 27 2010**

1. Called to order at 7:31 a.m. ACTION \_\_\_\_\_
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from August 18<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.

5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES

- Request from Jane Trivers as outlined in her letter dated July 29, 2010 due to 2010 Road Construction – Phase Two of Bio-mass Road Project – the report was reviewed, where the Operations & Facilities Executive Committee recommends the following;

## THE TOWN OF FORT FRANCES

That the letter from Jane Trivers dated July 29, 2010 has been reviewed at the September 8<sup>th</sup>, 2010 Operations & Facilities Executive Committee meeting and no further action will be taken. Also that Jane Trivers should be forwarded a copy of this report as information only.

The revised report will be forwarded to Administration & Finance Executive Committee.

- Lion's Club Requesting Labour and Equipment to Construct 30 Meters of New Walkways within the Lion's Millennium Park – the Administration report was reviewed where the report will be reviewed to include the following recommendations;

- 1) The Town is not in a position to complete this work in 2010.
- 2) That the Lion's Club continues to seek alternative funding sources to assist in the completion of this sidewalk.

The revised report will be forwarded to Council for approval.

### 6. WATER

Water Treatment Plant:

Water Distribution System:

### 7. SEWER

- Rainy River District Office Services Ltd. (letter dated July 13<sup>th</sup>, 2010 addressed to Mayor and Council) was discussed at the last two (2) Operations & Facilities Executive Committee meetings (August 4<sup>th</sup> & August 18<sup>th</sup>, 2010) and a decision was deferred to this Operations & Facilities Executive Committee meeting. The open portion of the meeting was closed to go in-camera at 7:55 a.m. After a lengthy discussion two recommendations will be forwarded to Council for approval. The meeting reopened to the open portion at 9:45 a.m.

Sewage Treatment Plant:

### 8. TRANSPORTATION

Traffic Safety Committee

## THE TOWN OF FORT FRANCES

9. WASTE MANAGEMENT

10. AIRPORT

- Airport Monthly Statistics – August 2010 – the Airport statistics were reviewed and will be forwarded to Council as information only.

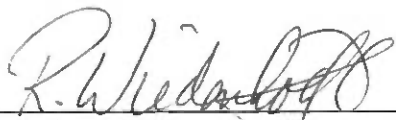
11. PARKS & CEMETERIES

12. INFORMATION REPORTS

- Operations Statistics – Milt Strachan – July 2010 – the operational statistics were reviewed and will be forwarded to Council as information only.

13. NON-AGENDA ITEMS

There being no further matters before this committee at this time; this meeting was adjourned at 9:50 a.m.



Chairman  
Operations & Facilities Executive  
Committee



Manager Operations & Facilities

September 8th O&F Exec



**OPERATIONS & FACILITIES EXECUTIVE COMMITTEE**

**REPORT**

**SEPTEMBER 22, 2010**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, September 22<sup>nd</sup>, 2010 at 7:30 a.m.

**COUNCIL**

**PRESENT:** Rick Wiedenhoef  
Paul Ryan  
John Albanese  
Doug Brown  
Mark McCaig  
Roy Avis

**OCT 12 2010**

**ACTION** \_\_\_\_\_

**REGRETS:**

**GUESTS:**

1. Called to order at a.m. 7:31 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from September 8<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Five (5) Year Capital Plan Under MTO Connecting Link Funding Program – the report was reviewed where it was recommended that only Phase 1 of Scott Street Project from Reid Avenue to Colonization Road East and three (3) large asphalt patches be submitted for 2011. The report will be revised and forwarded to Council for approval.

## THE TOWN OF FORT FRANCES

- Operations & Facilities Division 2010 – Capital Project Update – the spreadsheet was reviewed and will be forwarded to Council for information only. No action required.

### 6. WATER

Water Treatment Plant:

Water Distribution System:

- July 2010 Drinking Water Systems Monthly Summary Report – the report was reviewed and will be forwarded to Council for approval.
- August 2010 Drinking Water Systems Monthly Summary Report – the report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

Sewage Treatment Plant:

- Wastewater Treatment Facility Monthly Report – August 2010 – the report was reviewed and will be forwarded to Council as information only. No action required.

### 8. TRANSPORTATION

Traffic Safety Committee

### 9. WASTE MANAGEMENT

- Waste Disposal Site Monthly Inspections – June & July 2010 – the inspection report was reviewed and will be forwarded to Council as information only. No action required.

### 10. AIRPORT

### 11. PARKS & CEMETERIES

## THE TOWN OF FORT FRANCES

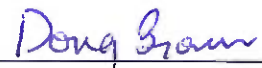
### 12. INFORMATION REPORTS

- Operations Statistics – Doug Herr – July 2010 – the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.
- Operations Statistics – Doug Herr – August 2010 - the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.

### 13. NON-AGENDA ITEMS

There being no further matters before this committee at this time; this meeting was adjourned at 8:35 a.m.

  
Chairman  
Operations & Facilities Executive  
Committee

  
Manager Operations & Facilities

September 22nd O&F Exec



THE TOWN OF FORT FRANCES

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT



A meeting of the Operations & Facilities Executive Committee was held on Tuesday, October 5<sup>th</sup>, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Ken Perry  
Roy Avis  
Mark McCaig  
Doug Brown

COUNCIL

NOV 08 2010

ACTION \_\_\_\_\_

**REGRETS:**

**GUESTS:**

1. Called to order at 7:31 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from September 22<sup>nd</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Request from Ed & Rosemary Haglund of 409 Colonization Road East to Relocate a New Utility Shed onto the Town's Property (Sanitary Sewer Infrastructure) Behind his Property – the report was reviewed where the Operations & Facilities Executive Committee recommends that Ed & Rosemary Haglund's request is denied. The report was revised to include this recommendation and forwarded to Planning & Development Executive Committee.

6. WATER

Water Treatment Plant:

Water Distribution System:

- New Multi-Residential Complex Fronting Eighth Street West – a memo from the Planning & Development Executive Committee was distributed to all members of the Operations & Facilities Executive Committee where after a lengthy discussion the Operations and Facilities Executive Committee recommends the following;
  - 1) That a site plan control development agreement be utilized for this development.
  - 2) That the Fort Frances Native Urban Wahkaihanun Corporation be responsible for all the costs associated with installing water and sanitary sewer infrastructure within the 8<sup>th</sup> Street ROW to the east property line of the proposed development.

The Operations & Facilities Manager to prepare a report to include the two (2) recommendations where the report will be forwarded to Council for approval.

7. SEWER

Sewage Treatment Plant:

8. TRANSPORTATION

Traffic Safety Committee

9. WASTE MANAGEMENT

10. AIRPORT

- Fort Frances Airport – Adjustment to Fuel Pump Prices – the report was reviewed and will be forwarded to Council for approval.
- Airport Monthly Statistics – September 2010 – the statistics were reviewed and will be forwarded to Council for information only. No action required.

11. PARKS & CEMETERIES

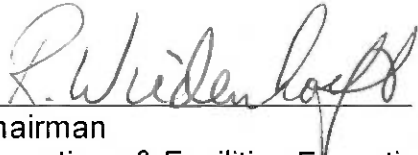
## THE TOWN OF FORT FRANCES

### 12. INFORMATION REPORTS


- Operations Statistics – Milt Strachan – August 2010 – the statistics were reviewed and will be forwarded to Council as information only. No action required.

### 13. NON-AGENDA ITEMS

There being no further matters before this committee at this time; this meeting was adjourned at 8:30 a.m.



Chairman  
Operations & Facilities Executive  
Committee



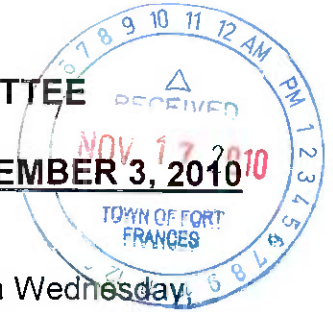
Manager Operations & Facilities

October 5th O&F Exec

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT

NOVEMBER 3, 2010



A meeting of the Operations & Facilities Executive Committee was held on Wednesday, November 3, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
John Albanese  
Ken Perry  
Roy Avis  
Doug Brown

COUNCIL

NOV 22 2010

**REGRETS:**

ACTION \_\_\_\_\_

**GUESTS:** Trish Law, GIS @ 8:00 a.m.

1. Called to order at 7:30 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting – none.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from October 5<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Awarding Tender 10-OF-14 Five Year Term – Operations and Maintenance of the Landfill Site – the report was reviewed and will be forwarded to Council for approval.
  - Trish Law, GIS – Presentation on the use of GIS Web Maps – an overview of the Town's GIS information system was presented and what information will be available through the Town's web site in the near future.

## THE TOWN OF FORT FRANCES

- 2011 Operations & Facilities Division User Fees and Charges – Excluding Water and Sewer Fees – the Administration report was reviewed where the following recommendations will be forwarded to Council:
  - That the Town still continue to move toward a stand-alone utility for the waste management system but at a slow pace in 2011.
  - That Administration investigates the requirements of becoming a tire collector at the Landfill Site under Waste Diversion Ontario regulations.
  - That Administration develop a spreadsheet in the near future to compare the Town's internal & external charge out rates for all pieces of equipment and vehicles and compare to the rental rates received from local contractors through the public tender process and 80% of the MTO 127 rates.
  - That the spreadsheet No. 2 be revised and forwarded to Council for approval in principal.

The report will be revised to include these recommendations.

### 6. WATER

Water Treatment Plant:

Water Distribution System:

- September 2010 Drinking Water Systems Monthly Summary Report – the monthly report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

Sewage Treatment Plant:

- September 2010 Monthly Report – the monthly report was reviewed and will be forwarded to Council as information only.

### 8. TRANSPORTATION

Traffic Safety Committee

## THE TOWN OF FORT FRANCES

9. WASTE MANAGEMENT

10. AIRPORT

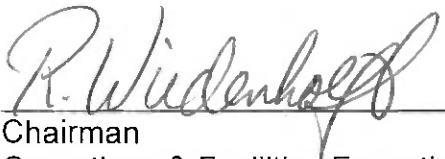
11. PARKS & CEMETERIES

12. INFORMATION REPORTS

- Operations Statistics – Milt Strachan – September 2010 – the monthly statistics report was reviewed and will be forwarded to Council for information. No action required.
- Operations Statistics – Doug Herr – September 2010 – the monthly statistics report was reviewed and will be forwarded to Council for information. No action required.

13. NON-AGENDA ITEMS

There being no further matters before this committee at this time; this meeting was adjourned at 10:10 a.m.



Chairman  
Operations & Facilities Executive  
Committee



Manager Operations & Facilities

November 3rd O&F Exec.doc

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT

NOVEMBER 17, 2010

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, November 17, 2010 at 7:30 a.m.

COUNCIL

DEC 13 2010

ACTION \_\_\_\_\_



**PRESENT:** Rick Wiedenhoef  
Paul Ryan  
John Albanese  
Roy Avis  
Doug Brown

**REGRETS:** Mark McCaig

**GUESTS:**

1. Called to order at 7:30 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Open House for Input to Blue Box Residential Recycling Strategy @ the Town Hall Tuesday, November 30<sup>th</sup>, 20 10 @ 6:30 p.m.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from November 3<sup>rd</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - First Draft of 2011 Operating & Capital Budget for operations & Facilities Division, Water & Sewer General Fund (material previously distributed) **bring your budget books** – the budget information was reviewed in detail where only one (1) change was made.

## THE TOWN OF FORT FRANCES

The miscellaneous small capital for Sewage Treatment Plant was revised to \$119,000 from \$75,000 as a result of an Administration meeting with OCWA yesterday. The budget will be forwarded to the Treasurer for preparation.

- Operations & Facilities Division 2010 Capital Project Update – October 31, 2010 – the spreadsheet was reviewed and will be forwarded to Council as information only. No action required.
- Letter from Mr. Blair Anderson – Downtown Snow Banks – the letter report was reviewed where the Operations & Facilities Executive Committee recommends the following:
  - 1) That a copy of this report and all background information be forwarded to Mr. Blair Anderson.
  - 2) That the existing Winter Control Policy remains the same in regards to winter control services for the Downtown Business section of the community.

A report will be prepared and forwarded to Council for approval.

- Letter from MOE dated September 28, 2010 in regards to joining the Transfer of Review Program – the report was reviewed and will be forwarded to Council for approval.

### 6. WATER

Water Treatment Plant:

Water Distribution System:

- October 2010 Drinking Water Systems Monthly Summary Report – the monthly report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

Sewage Treatment Plant:

- Wastewater Treatment Facility October 2010 Monthly Report – the monthly report from OCWA was reviewed and it will be forwarded to Council as information only.



8. TRANSPORTATION

- Discussion on Re-establishing Border Traffic Committee – Councilor Wiedenhoeft to elaborate – after a lengthy discussion the Operations & Facilities Executive Committee recommends the following:
  - 1) That a letter be prepared by the Mayor to both the provincial and federal government representatives, Mr. Howard Hampton and Mr. John Rafferty respectively indicating the USA Border traffic line concerns, the lack of deployment of the Intelligent Transportation System (ITS) for the Fort Frances Border Crossing, and that additional financial resources are required from both levels of senior government to manage and enforce the annual USA border traffic line-up concerns.
  - 2) That a meeting with both senior levels of government representatives be scheduled in the near future with Council and Administration to address all the associated concerns with the USA border traffic line-ups and to develop an action plan to try to resolve these long standing concerns.

A report will be prepared and forwarded to Council for approval.

- Sidewalk Concern in front of Wilson's Business Solutions - 448 Scott Street – the letter dated October 22<sup>nd</sup>, 2010 fro Mr. Gary Nickle, General Manager was reviewed where the Operations & Facilities Executive Committee recommends the following:
  - 1) That during road rehabilitation projects that the proper slope (crossfall) on the sidewalk will be installed in accordance with Ontario Provincial Standards.
  - 2) That at this time if the slope on the municipal sidewalk in front of the Wilson's Store is to be adjusted then the property owner will be responsible for all costs.

A report will be prepared and forwarded to Council for approval.

Traffic Safety Committee

- Applications for Appointment to Traffic Safety Committee – **In Camera**. At 9:40 a.m. went into in-camera. The Operations & Facilities Executive Committee passed a resolution. The Committee reviewed the applications received where a report will be prepared and forwarded to Council for approval. In-camera cancelled at 9:44 a.m.

## THE TOWN OF FORT FRANCES

### 9. WASTE MANAGEMENT

- 2010 Tonnage at Landfill Site – October 31 – the Landfill spreadsheet was reviewed and will be forwarded to Council as information only. No action required.

### 10. AIRPORT

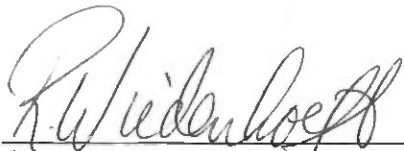
### 11. PARKS & CEMETERIES

### 12. INFORMATION REPORTS

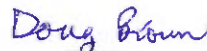
### 13. NON-AGENDA ITEMS

a) Open House for Input to Blue Box Residential Recycling Strategy @ the Town Hall Tuesday, November 30<sup>th</sup>, 2010 @ 6:30 p.m. – Doug Brown provided an update on the Blue Box Recycling Strategy being completed by Trow Engineering. An open house is scheduled for November 30<sup>th</sup>, 2010 at 6:30 p.m. at the Town Hall in the council chambers.

There being no further matters before this committee at this time; this meeting was adjourned at 9:50 a.m.



Chairman  
Operations & Facilities Executive  
Committee



Manager Operations & Facilities

November 17th O&F Exec.doc

THE TOWN OF FORT FRANCES

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE  
COUNCIL

REPORT

DECEMBER 8, 2010

DEC 20 2010

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, December 8, 2010 at 7:30 a.m.

**PRESENT:** Rick Wiedenhoeft  
Paul Ryan  
Ken Perry  
Doug Brown



**REGRETS:** Mark McCaig

**GUESTS:**

1. Called to order at 7:30 a.m.
2. Non-agenda items which, because of urgency, cannot be referred to subsequent meeting, identified to be considered later in the meeting:
  - a) Election of Chairperson & Vice-Chairperson
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from November 17<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.
  - a) After a lengthy discussion it was agreed by the committee members that Councilor Rick Wiedenhoeft be appointed as the Chairperson and Councilor Paul Ryan as the Vice Chairperson.
5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES
  - Equipment/Vehicles Rate Comparison Spreadsheet – the spreadsheet was reviewed in detail where the following Public Works Department external rental rates will be adjusted;

## THE TOWN OF FORT FRANCES

- 1) **External Hourly rental rate of ½ ton trucks, ¾ ton trucks, vans and compact trucks** has been adjusted from \$ 12.50 per hour as proposed and approved in principal to \$20.00 per hour.
  - 2) **External Hourly Rental Rate for the Street Sweeper** – has been adjusted from \$ 62.53 per hour as proposed and approved in principal to \$ 80.00 per hour.
  - 3) **External Hourly Rental Rate for both Loaders (E317 & E318)** – has been adjusted from \$ 44.19 & \$ 36.73 respectfully as proposed and approved in principal to \$ 48.00 and \$ 48.00 respectfully.
- Amended Ontario Geospatial Data Exchange Agreement with the Province of Ontario as Represented by MNR – the report was reviewed and will be forwarded to Council for approval.
  - Request from Mr. Walter Cunningham to Purchase Part 8 of Plan 48R-3823 just East of 319 Third Street West – the report was reviewed and executed by Chairperson Rick Wiedenhoeft. The report will be forwarded to the Building & Planning Department as required.

### 6. WATER

Water Treatment Plant:

Water Distribution System:

- Semi-Annual Testing of Lead-Waste Distribution System – 5<sup>th</sup> & 6<sup>th</sup> Periods of Sampling & Testing – the report was reviewed and will be forwarded to Council for approval.

### 7. SEWER

Sewage Treatment Plant:

### 8. TRANSPORTATION

- Up-date Winter Control Operations Policy & Revisions to Traffic Control By-law – the report was reviewed where there was a mistake in the number of sidewalks outlined on Page 26. The proposed policy was revised as outlined above. The report will be revised and forwarded to Council for approval.

Traffic Safety Committee

- Amended "Terms of Reference" for Traffic Safety Advisory Committee – the revised proposed "Terms of Reference" were revised to include:
  - 1) Revised the duties of the Transportation Superintendent where this position will "Chair" all meetings.
  - 2) That at a minimum will meet on a quarterly basis instead of approximately every six (6) weeks.

The report was revised by Operations & Facilities Manager and then forwarded to Council for approval.

9. WASTE MANAGEMENT

- Waste Disposal Site Monthly Inspection – August/September 2010 – the monthly inspection report was reviewed and will be forwarded to Council for information only. No action required.
- Execution of Amended Municipal Hazardous or Special Waste Services Agreement (MHSW) with Stewardship Ontario – the report was reviewed and will be forwarded to Council for approval.
- 2010 Tonnage @ Landfill Site Updated Spreadsheet – the Landfill Site statistical spreadsheet was reviewed and will be forwarded to Council as information only.
- Display Boards – Developing a Waste Recycling Strategy for the Town of Fort Frances – this information will be forwarded to Council as information. No action required.

10. AIRPORT

- Airport Monthly Statistics – November 2010 – Councilor Paul Ryan pointed out a calculation error on page one of the spreadsheet. The error will be corrected and the statistics will be forwarded to Council as information only.

11. PARKS & CEMETERIES

- 2011 Parks & Cemetery Flowers – the report was reviewed, where Councilor Ken Perry would like the Town to have discussions with the lowest quotation basically implementing some of the suggestions prior to finalizing the supply of flowers for

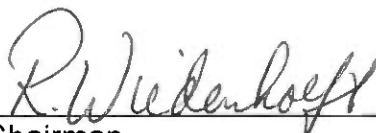
## THE TOWN OF FORT FRANCES

2011. It was pointed out that time is of the essence as the flowers need to be planted as soon as possible and that both supplier's should be allowed to quote on the revised list of flowers. It was agreed that the report go forward to Council for approval and that the scope of flowers be revised for 2012 season.

12. INFORMATION REPORTS

13. NON-AGENDA ITEMS

There being no further matters before this committee at this time; this meeting was adjourned at 8:55 a.m.

  
Chairman  
Operations & Facilities Executive  
Committee

  
Manager Operations & Facilities

December 8th O&F Exec.doc