



**THE TOWN OF FORT FRANCES**

**OF # 3 - Minutes**

**OPERATIONS & FACILITIES EXECUTIVE COMMITTEE**

**REPORT**

**JANUARY 19, 2011**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, January 19<sup>th</sup>, 2011 at 7:30 a.m.

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

**REGRETS:**

**GUESTS:** \* Lori Maki, Riverside Health Care Facilities Inc. @ 8:00 a.m. RE: Airport runway snow removal – letter dated December 30, 2010.

1. Called to order at 7:38 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) Snow Removal
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from December 15<sup>th</sup>, 2010 Operations & Facilities Executive Committee Meeting. The second meeting minutes were approved as circulated.

**COUNCIL**

**FEB 14 2011**

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

5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES

- Lakeside Process Control Ltd. to Provide Support Services to Maintain and Update the Computer Process Control Systems at the Water Treatment Plant & Sewage Treatment Plant – the report was reviewed and will be forwarded to Council for approval.
- Email from Larry Patrick re: Huffman Monkey Bars (no report) – the committee reviewed the email request from Larry Patrick where it was recommended to determine if the equipment meets CAN/CSA 2614 Playground & Equipment Standards and if so that the Town remove the equipment and install at Sunny Cove property in the future.
- Overtime Spreadsheets 2009 & 2010 – the spreadsheets were reviewed and will be forwarded to Council as information only.

6. WATER

Water Treatment Plant:

Water Distribution System:

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

7. SEWER

- Infiltration/Inflow (I/I) Study for the Sanitary Sewer Collection System - the letter dated December 22, 2010 from KGS was reviewed and will be forwarded to Council as information only. No action required.

Sewage Treatment Plant:

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

8. TRANSPORTATION

Traffic Safety Advisory Committee

- TSAC Meeting Minutes – December 17, 2010 – the minutes were reviewed and will be forwarded to Council as information only.
- Improved Safety for Pedestrians – Memorial Sports Center Entrances – the report was reviewed and will be forwarded to Council for approval.
- Crosswalk for Mill Employees @ Intersection of Scott & Central Avenue – the report was reviewed where Councilor Rick Wiedenhoeft suggested that the second recommendation be revised as follows:

*That the copy of the report is forwarded to Abitibi Bowater for their review and input.*

The committee agreed with the revision where the Operations & Facilities Manager will revise the report and forward to Council for approval.

9. WASTE MANAGEMENT

- Waste Disposal Site Monthly Inspection – October/November 2010 – the inspection report was reviewed and will be forwarded to Council as information. No action required.
- Waste Disposal Site Monthly Inspection – December 2010 – the inspection report was reviewed and will be forwarded to Council as information. No action required.

10. AIRPORT

- Monthly Statistics – December 2010 – the monthly statistics were reviewed and will be forwarded to Council as information. No action required.
- Adjustment to Aviation Fuel Pump Prices – the report was reviewed and will be forwarded to Council for approval.
- \* Letter dated December 30, 2010 from Lori Maki, RE: Airport runway snow removal – Lori Make arrived at the meeting @ 8:00 a.m. where a frank and open discussion took place on the existing communication system which was in place. Where the Operations & Facilities Executive Committee agreed on the following actions:

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- 1) That Lori Maki determine if the ORNGE pilot followed the proper communication protocol as available to all airmen or pilots as outlined in the Canada Flight Supplement.
- 2) That the information as outlined in bullet point #1 be forwarded to the Operations & Facilities Manager to determine if improvement to the communication system can be realized.
- 3) If an improvement communication protocol can be realized at no cost to the Town that the Operations & Facilities Manager prepare a memo to be distributed to members of Council and Mark McCaig, CAO.

### 11. PARKS & CEMETERIES

### 12. INFORMATION REPORTS

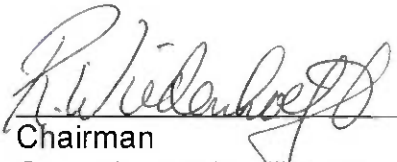
- Operations Statistics – October 2010 – Milt Strachan – the monthly statistics were reviewed and will be forwarded to Council as information only. No action required.
- Operations Statistics – November 2010 – Milt Strachan – the monthly statistics were reviewed and will be forwarded to Council as information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


### 13. NON-AGENDA ITEMS

- a) Snow Removal – Councilor Perry received two (2) complaints in regards to snow removal:
  - 1) Between the old Library parking lot and the Medical Clinic – the Operations & Facilities Manager indicated that a private person completed this work and not the Town.
  - 2) Two (2) residential properties in the back lane of the 900 block between Third and Fourth Street had their windrow of snow removed by Town's loader - no date.

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There being no further matters before this committee at this time; this meeting was adjourned at 9:12 a.m.

  
Chairman  
Operations & Facilities Executive  
Committee

  
Manager Operations & Facilities

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