

THE TOWN OF FORT FRANCES



OF # 15 – Minutes

**OPERATIONS & FACILITIES EXECUTIVE COMMITTEE**

**REPORT**

**JULY 20, 2011**

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, July 20<sup>th</sup>, 2011 at 7:30 a.m.

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

**REGRETS:** Mark McCaig

**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 July 7<sup>th</sup>, 2011 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.

**COUNCIL**

**AUG 0 8 2011**

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



5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES

- Stan Sokolotuk – submission to the Town's strategic planning process.

The memo from Stan Sokolotuk was reviewed. An Administration report will be prepared with the following recommendations:

- 1) In regards to transferring the truck route from Scott Street to 2<sup>nd</sup> Street there are three reasons why this suggestion cannot be supported:
  - a. Scott Street is designated as a connecting link highway, which is part of Provincial Highway 11/71 system and cannot be easily transferred to Second Street.
  - b. That Second Street is not designed to support large truckloads and the Town is not in position to up-grade this road.
  - c. Second Street is considered a residential roadway.
- 2) In regards to the Corvine Road Railway Crossing and the Portage Avenue Underpass which service the North End of the Community. In October of 1958 a Board of Transport Order No. 96107 was issued where the Canadian National Railway paid for the construction of the Portage Avenue Underpass and the Town would be responsible for all future maintenance costs. Just recently during the preliminary redesign of the Portage Avenue Underpass, the Town's Consultant was instructed to consider an overpass structure at the same location as the underpass. The findings indicated that it was cost prohibited to install an overpass structure, as all the costs would be the responsibility of the Town. Also, under the same Board of Transport Order the Victoria Avenue and Armist Avenue leveling crossings were closed. The Town is not in a position to construct an additional crossing to service the North End of the Community and it must maintain two existing crossings.

The report will be forwarded to Council for approval.

- John Steinke – submission to the Town's strategic planning process.

The two letters from John Steinke were reviewed. An Administration report will be prepared with the following recommendations:





- 1) In regards to the present method of the annual Spring clean up of Front Street - The present method has been utilized for several years where Abibowater Canada pays for this initial clean up. The Town has not receive any complaints about the dust problem before your letter and on-going forward the Operations and Facilities Division will try to complete the work when the wind is blowing from the North to the South and when the bark and sticks are moist.
- 2) In regards to 2011 method of cleaning debris out of the drainage ditches. The drainage ditches along Fifth, Sixth and Eighth Streets are cleaned up each Spring by the summer students. The ditches usually have water in them and there is alot of debris and garbage that has blown out of vehicles on the way to the landfill site over the winter months. The Supervisory Staff of the Operations and Facilities Division will review the 2011 method of cleaning the debris out of the drainage ditches prior to 2012 and will ensure this task is completed in a cost effective manner.

The report will be forwarded to Council for approval.

- Gerald Martin – submission to the Town's strategic planning process.

The letter from Gerald Martin was reviewed. An Administration report will be prepared with the following recommendations:

- 1) That additional signage be installed to ensure all property owners utilizing the laneway are aware that this lane is a fire route and should be remain clear at all times as it is the only vehicle access route to 806, 808 and 812 Portage Avenue.
- 2) That the Town will continue to maintain this granular back lane as in the past.
- 3) That the Town has no record that this back laneway was designate as a street.
- 4) That at this time the Town is not in a position to asphalt this back laneway, as the available capital funding will be utilizing <sup>8/1</sup> on high priority roadways. <sub>PA</sub>

The report will be forwarded to Council for approval.



- RFP No. 11-OF-3 – ICI Water Meter Replacement Program and Upgrades.

After a lengthy discussion, the O&F Executive Committee included two additional recommendations:

- 1) That all ICI water customers will have a payment plan option at the Town's established interest charges to pay off the new replaced or installed water meter. The ICI customers will be required to make arrangements directly with the finance department once the new meter is installed.
- 2) That starting in 2012 all ICI water customers will be charged an additional monthly water meter maintenance and replacement fee. The monthly fee will be based on the size of the meter and average installation cost under this RFP and a 15-year replacement cycle. Administration will be including all pertinent information on establishing this monthly charge with the first report for establishing the 2012 water and sewer fees.

The O&F Division Manager was instructed revise the report to include these recommendations.

The revised report will be forwarded to Council for approval.

## 6. WATER

Water Treatment Plant:

Water Distribution System:

- Drinking Water Quality Management System – Next Step to Full Scope Accreditation.

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

- Fort Frances Airport – Adjustment to Aviation Fuel Pump Prices.

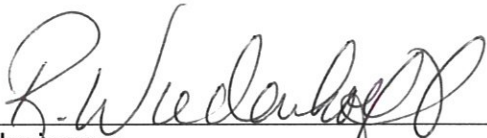
The report was reviewed and will be forwarded to Council for approval.

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 9:07 a.m.



Chairman  
Operations & Facilities Executive  
Committee



Manager Operations & Facilities

