



OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT

JUNE 22, 2011

A meeting of the Operations & Facilities Executive Committee was held on Wednesday, June 22nd, 2011 at 7:30 a.m.

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

COUNCIL

JUL 11 2011

REGRETS:

ACTION _____

GUESTS:

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) Clean Up of the Town's ROW @ King's Hwy. and McIrvine
 - b) Solar maintenance – snow removal
 - c) Tender No. 11-OF-09
 - d) Airport Landing Fees & Aviation Fuel for Custom Aircraft
3. Disclosure of pecuniary interest and general nature thereof – Roy Avis – conflict on Non-Agenda Item c) Tender No. 11-OF-09
4. Approve Minutes from June 1st, 2011 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:

- May 2011 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 May 2011 Monthly Report - the monthly report was reviewed and will be forwarded to Council as information only. No action required.

8. TRANSPORTATION

- Adjustment to Westerly Limit of Approved Community Safety Zone - the report was reviewed and will be forwarded to Council for approval

Traffic Safety Advisory Committee

- Traffic Safety Advisory Committee Minutes – June 1, 2011 – the minutes were reviewed where Councilor Wiedenhoeft pointed out a couple directional discrepancies where the Operations & Facilities Manager will have Milt Strachan, Transportation Superintendent, review the discrepancies in the minutes and make the necessary changes. The revised minutes will be forwarded to Council as information only. No action required.
- January 11, 2011 Request from the Evangelical Church for an Exemption from adhering to Calendar Parking along Webster Avenue during Religious Services or Events - the report was reviewed and will be forwarded to Council for approval
- Traffic Signal Upgrades at the Intersection of Central/Second/Third/Fourth Intersection – the report was reviewed where the Operations & Facilities Executive Committee would like the Traffic Safety Advisory Committee to take a second look at this issue as there is still an issue during the full green for traffic traveling northbound on Central and southbound on Fourth Street.



Basically there is still a safety issue when southbound traffic on Fourth Street turning left onto Second Street and northbound traffic on Central Avenue in the east lane (outside lane) turning left onto Third Street (King's Hwy.)

9. WASTE MANAGEMENT

- 2011 Tonnage @ Landfill Site – May 31/11 – the spreadsheet was reviewed and will be forwarded to Council as information only. No action required.
- Review of Proposed Resolution to Ban Plastic Bags from the Municipality of Emo – the report was reviewed where the Operations & Facilities Executive Committee is recommending the following:
 - 1) At this time it is premature for the Town of Fort Frances to provide any comments on the banning of plastic bags in the Township of Emo as the Town has applied for a grant from WDO to investigate the plastic bag recycling issue.
 - 2) Once the investigation is completed then the Town will provide the findings and recommendations to the Township of Emo

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

- Waste Disposal Site Monthly Inspection – April/May 2011 – the inspection report was reviewed and will be forwarded to Council as information only. No action required.

10. AIRPORT

- Monthly Statistics – May 2011 – the monthly statistics for May were reviewed and will be forwarded to Council as information only. No action required.

11. PARKS & CEMETERIES

12. INFORMATION REPORTS

- Monthly Operations Statistics – May 2011 – Doug Herr – the monthly operational statistics were reviewed where Councilor Wiedenhoeft pointed out a discrepancy under *Page 3 Other Information* – 724 Nelson Street is shown twice. The Operations & Facilities Manager will review with Doug Herr, Environmental & Facilities Superintendent and make the necessary correction.



13. NON-AGENDA ITEMS


a) Clean Up of the Town's ROW @ King's Hwy. and McIrvine – this issue was raised by Councilor Perry where it is a complaint and should be addressed through the complaint process. The Operations & Facilities Manager will fill in the complaint form and investigate the stored materials on the Town's ROW.

b) Solar maintenance – snow removal – Councilor Perry informed the committee that the Administration & Finance Executive Committee has suggested the maintenance of clearing snow off the solar installation be turned over to the Fort Frances Power Corp. (FFPC) and that the financing of the project take place by FFPC instead of the Town itself. No action required, just a heads up.


c) Tender No. 11-OF-09 – the Operations & Facilities Manager handed out two (2) spreadsheets to inform the executive committee of the cost of the tender bids received and that hopefully an Administration report will be presented to Council on Monday, June 27th, 2011. Where it appears that Wagner Construction Canada will be awarded this work for \$1,430,521.24 (HST included).

d) Airport Landing Fees & Aviation Fuel for Custom Aircraft – presently there is a practice of not charging landing fees to airmen who land their aircraft to clear customs if they purchased fuel. Doug Brown, Manager Operations & Facilities was unaware of such practice. Airport staff doesn't have the authority to waive any fees or charges approved by Council under the appropriate User Fee By-law. Doug Brown was very surprised that this practice was even taking place considering what the Airport staff went through a couple years ago over practices (not approved by Council) for discounting aviation fuel for certain customers. No report will be going to Council. However the CAO directed the Operations & Facilities Manager to eliminate this practice immediately and determine if any other unapproved practices are employed in regards to charging and collecting user fees at the Airport operation.

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



Chairman
Operations & Facilities Executive
Committee



Manager Operations & Facilities

