

THE TOWN OF FORT FRANCES



OF # 18 - Minutes

OPERATIONS & FACILITIES EXECUTIVE COMMITTEE

REPORT

SEPTEMBER 7, 2011

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

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

REGRETS: Rick Wiedenhoeft

GUESTS: Twila MacKintosh – Hammond Landscaping Ltd. 8:00 a.m. – 8:30 a.m.

1. Called to order at 7:34 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) Saturday, September 10th, 2011 – Farmer's Market – hand out of cloth bags and information on plastic bags.
3. Disclosure of pecuniary interest and general nature thereof – none.
4. Approve Minutes from August 3rd, 2011 Operations & Facilities Executive Committee Meeting. The minutes were approved as circulated.

COUNCIL

SEP 26 2011

ACTION _____



5. TENDERS/CAPITAL/DEVELOPMENT/ENGINEERING SERVICES

- Request from Dr. Carol Begin Property Owners of 236 Second Street East to have Three (3) Trees Remain on the Town's Highway or R.O.W. – the report was reviewed where the recommendations were approved. The report will be forwarded to the Planning & Development Executive Committee.
- Solar Installation Maintenance Cost – FFPC Vs Town of Fort Frances – the report was reviewed and will be forwarded to Council for approval.

6. WATER

Water Treatment Plant

Water Distribution System

- Ontario Municipal Water Association – Letter to Mayor dated August 8th, 2011 – information only – the letter was reviewed and will be forwarded to Council as information only.
- Retain BMA Management Consulting Inc. to Complete Financial Plans for Water and Wastewater Systems in Accordance to Ontario Regulation 453/07 – the report was reviewed and will be forwarded to Council for approval.
- June 2011 Drinking Water Systems Monthly Summary Report – the report was reviewed and will be forwarded to Council for approval.
- July 2011 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 June 2011 Monthly Report – the report was reviewed and will be forwarded to Council as information only.
- Wastewater Treatment Facility July 2011 Monthly Report – the report was reviewed and will be forwarded to Council as information only.



8. TRANSPORTATION

- Letter from Mr. & Mrs. MacKintosh – Requesting Roadwork to be completed in 2011 on Eighth Street East between Victoria and Christie – the report was reviewed where an additional recommendation was added:

That the soil investigation be carried out on this section of roadway in the fall of 2011 in order that this work can be completed in 2012 if approved through the 2012 budget process.

The revised report will be forwarded to Council for approval.

- Sidewalk Inspection (Armit Sidewalk – Church/Front) – Executive to do a walk-about after the meeting – a site inspection of the sidewalk took place where the Operations & Facilities Executive Committee recommends the following;
 - 1) That the sidewalk on the east side of Armit Avenue from Front Street to Church Street be eliminated re-landscaped and sodded.
 - 2) That the west sidewalk along Armit Avenue between Church Street and Nelson Street be removed and replaced.
 - 3) That this work be completed in the fall of 2011.

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

Traffic Safety Advisory Committee

- Traffic Safety Advisory Committee Minutes of July 27th, 2011 – the minutes were reviewed and will be forwarded to Council as information only.
- Traffic Signal Upgrades at the Intersection of Central/Second/Third/Fourth Intersection – the report was reviewed where Option 2 was selected. Also the pedestrian signals will be deferred to the 2012 budget process. The report will be revised and forwarded to Council for approval.

9. WASTE MANAGEMENT



10. AIRPORT

- Airport Facility – Private Hangar -Renewal of Hangar Lot Lease Rate with Eldon Mose – the report was reviewed and will be forwarded to Council for approval.

11. PARKS & CEMETERIES

- Tender # 11-OF-11 Supply of Flowers for Parks & Cemeteries for Three (3) Years (information to be handed out @ meeting) – Twila MacKintosh of Hammond Landscaping Ltd. handed out confidential information outlining the cost increases since 1994 for planting and growing flowers. All members of the Operations & Facilities Executive Committee were given an opportunity to ask for clarification on the information provided.

The Administration report was reviewed where the following recommendations would be included in the report.

- 1) That the tender bid received from Hammond Landscaping Ltd. for the supply of Parks & Cemetery Flowers for a 3-year term (2012, 2013 & 2014) is rejected.
- 2) That Town administration will follow the same process used in 2011 to obtain quotes from the local greenhouses or nurseries for 2012 flower supply.

The revised report will be forwarded to Council for approval.

12. INFORMATION REPORTS

- Operations Statistics – June 2011 – Milt Strachan – the statistics were reviewed and will be forwarded to Council as information only.
- Operations Statistics – June 2011 – Doug Herr – the statistics were reviewed and will be forwarded to Council as information only.
- Operations Statistics – July 2011 – Doug Herr– the statistics were reviewed and will be forwarded to Council as information only.

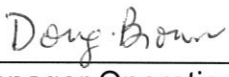


13. NON-AGENDA ITEMS

- a) Saturday, September 10th, 2011 – Farmer's Market – hand out of cloth bags and information on plastic bags. The Operations & Facilities Manager explained that cloth bags would be handed out at the Farmer's Market this Saturday, September 10th, 2011. Also an information sheet will be included in the cloth bag, which outlines the environmental impact of plastic bags. Also a recycling magnet will be included in the bag.

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

Vice. 
Chairman
Operations & Facilities Executive
Committee
Sept 7th O&F Exec.doc


Manager Operations & Facilities

