

April 12, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Request from Liane Toriseva, JW Walker Teacher for In-Kind GIS Services**

Please find attached the letter dated April 7, 2016 from Liane Toriseva, JW Walker Teacher for In-Kind GIS services.

Also attached is an administration report prepared by Trish Law, GIS Expert outlining all pertinent details in regards to prepare GIS maps for JW Walker Teacher, Liane Toriseva.

On the surface the request is pretty straight forward where the cost to the Town is as follows;

1) Trish Law Hours	6 hrs. @ \$ 41.97/hr.	\$ 251.82
2) Hardcopy of 11 by 17 Drawing		\$ 11.32
3) Subtotal		\$ 263.14
4) HST		\$ 34.21
5) Total		\$ 297.35

However, is the Town setting precedent by assisting this Teacher's request? As there are several other teachers in Fort Frances probably teaching the same course curriculum. This type of request fits closer to a Council Public Relations expenditure which has a budget amount of \$19,500 in 2016.

The O & F Executive Committee recommends the following;

- 1) That the Town will provide assistance to Liane Toriseva, Elementary Teacher at J.W. Walker School and that her mapping data & information will be stored electronically by the Town and will be made available to other Teachers in the Community if requested.
- 2) That the costs of preparing this GIS information be charged against the Council Public Relations budget.

Respectfully Submitted  
Operations & Facilities Division



Doug Brown, P. Eng.  
Operations and Facilities Manager

**Council approval of this report will ensure:**

- 1) That the Town will provide assistance to Liane Toriseva, Elementary Teacher at J.W. Walker School and that her mapping data & information will be stored electronically by the Town and will be made available to other Teachers in the Community if requested.
- 2) That the costs of preparing this GIS information be charged against the Council Public Relations budget.

March 8, 2016.

Report To: Doug Brown, O&F Manager

From: Trish Law, GIS Expert

**SUBJECT: Mapping/GIS Request from L. Toriseva, J.W. Walker School**

On April 4, 2016 I was contacted via telephone by Liane Toriseva, school teacher at J.W. Walker School with regards to obtaining some maps of specific locations and property uses for her Third Grade class. Ms. Toriseva met with myself and Douglas Herr on April 6, 2016 to discuss her request and show examples of what she was looking for.

After consideration of this request, I estimate that it will take approximately 6 hours to complete the maps Ms. Toriseva is looking for based on the maps and information she requires. Ms. Toriseva is requesting that the maps be donated to her class as an in-kind service from the Town.

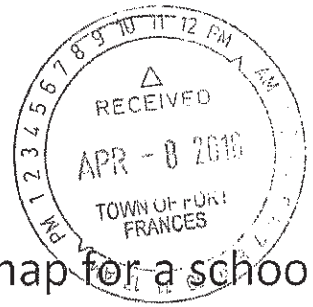
Respectively Submitted,

A handwritten signature in cursive script that reads "Trisha Law".

Trisha Law, MGIS  
GIS Expert

Thursday, April 7, 2016.

Mayor and Council,



I am requesting assistance in developing a town map for a school project. As part of our curriculum we are required to teach the students to gain a better understanding of maps by creating and using them. I called the town office and got a town map. They directed me to Trish Law at Public Works. I met with Trish Law and discussed the type of map that we would need for our project. She is willing to help me but wanted me to send a letter to the mayor and council asking for permission to make the map using the town resources. I appreciate your time and consideration in regards to this matter. Please call me at J.W. Walker School (274-3616) and inform me of your decision.

Sincerely,

A handwritten signature in cursive script that reads 'Liane Toriseva'.

Liane Toriseva  
Social Studies Teacher  
J.W. Walker School