

REPORTCOMMITTEE OF THE
WHOLEMay 13, 2019

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on May 13, 2019 from 5:30 p.m. to 6:22 p.m.

PRESENT: Councillor R. Wiedenhoeft, Chairperson; Mayor J. Caul; Councillors M. Behan, W. Brunetta, D. Judson, J. McTaggart and A. Hallikas.

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, D. Galusha, Treasurer, T. Rob, Manager of Operations & Facilities (5:30-5:36pm and 5:51-6:22pm), J. Kabel, Manager of Community Services (5:30-5:36pm and 5:51-6:22pm), J. Forbes, Human Resources Manager (5:30-6:16pm), T. Moffitt, Fire Chief / CEMC (5:51-6:12pm)

1. Call to Order at 5:30 p.m.

2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting - None.

3. Disclosure of pecuniary interest and the general nature thereof.

Councillor Judson disclosed an interest in Item 4.5 on the April 22, 2019 Committee of the Whole agenda as he is a director of one of the organizations which applied for Moffat Funding.

Councillor Judson disclosed an interest in Item 3.4 from tonight's Council agenda as he is a director of the non-profit organization that has requested the resolution/proclamation.

Councillor Brunetta disclosed an interest in Item 9.3 from this agenda as she is related to the successful bidder.

Councillor Behan disclosed an interest in Item 8.3 from this agenda as the travel expense and per diem being considered are my own.

Mayor Caul disclosed an interest in Item 8.2 from this agenda for the NOMA conference held in Thunder Bay on April 23-26, 2019, she is claiming pecuniary interest as this is my travel expense and per diem claim for this conference.

Councillor McTaggart disclosed an interest in Item 4.4 from the April 22, 2019 Committee of the Whole agenda as he receives compensation from a corporation that is owned by a development corporation of one of the Agency One Bands.

Councillor Wiedenhoeft disclosed an interest in Item 4.1 from this agenda as his son is employed by the Town of Fort Frances.

Councillor Wiedenhoeft disclosed an interest in Item 8.4 from this agenda as these are his expenses & per diem claim for attending NOMA.

4. In-Camera:

- 4.1 Labour relations or employee negotiations: CUPE Negotiations and adjustments for Management Non-Union and Students (5:31-5:36pm)
D. Brown, J. Forbes, D. Galusha, J. Kabel, T. Rob and E. Slomke were in attendance.

Councillor Wiedenhoeft disclosed an interest in this item as his son is employed by the Town of Fort Frances. He left the room and Councillor McTaggart assumed Chair responsibilities.

A brief explanation was provided. A resolution will be considered in tonight's Council meeting.

- 039 Behan - Judson: THAT Committee of the Whole of Council now meet in-camera in order to address a matter pertaining to:

- personal matters about an identifiable individual, including municipal or local board employees; more specifically Item 4.2 Organizational Structure
- labour relations or employee negotiations; more specifically Item 4.1 CUPE

- 4.2 Personal matters about an identifiable individual, including municipal or local board employees: Organizational Structure (5:37-5:47pm)
D. Brown, J. Forbes, D. Galusha and E. Slomke were in attendance.
A verbal update was provided. More information will follow.

5. Public Session Resumes in Council Chambers at 5:51 p.m.

6. Council Reports on Board & Committee Activity:

- 6.1 Mayor June Caul - No Verbal Update
Councillor Michael Behan - No Verbal Update
Councillor Wendy Brunetta - A Verbal Update was provided on the Dr. Recruitment Committee, Clinic Board, Sister Kennedy Centre Board, NOMA Conference and web meeting of Northern Physicians Recruitment task force on behalf of NOMA.
Councillor Andrew Hallikas - A Verbal Update was provided on recent Library budget cuts.

7. Consent Agenda:

- 7.1 Amendment to the Emergency Management Plan By-Law
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the amendments to the Emergency Management Plan as laid out in the report and further that Mayor and Clerk be authorized to execute an amending by-law.

040 Brunetta - Judson: THAT the matters listed on the Consent Agenda be referred to the Consent Agenda for the Regular Meeting of Council later tonight for approval being items # 7.1, 7.2, 7.3, ~~7.4~~, ~~7.5~~, 7.6, 7.7, 7.8 and 7.9.

CARRIED

- 7.2 Amendment to the Emergency Management Program By-Law
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the amendments to the Emergency Management Program as laid out in the report and further that Mayor and Clerk be authorized to execute an amending by-law.
- 7.3 Waiving of the Procurement Policy
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to waive the Town's Procurement Policy with regards to purchasing the Air Monitors and Testing/Charging Stations as there are not 3 suppliers available to provide written quotations for this specialized equipment.
- 7.4 2019 Schedule of Fees Amendment (Emergency Response Cost Recovery)
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve an amendment to the 2019 Schedule of Fees to include Emergency Response Cost Recovery as laid out in the report and further that Mayor and Clerk be authorized to execute an amending by-law.

This item was pulled by Councillor McTaggart for further clarification.

- 7.5 Fort Frances Canadian Bass Championship Requests
-approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the requests from the Fort Frances Canadian Bass Championship Committee as laid out in the report.

This item was pulled by the CAO in order to provide additional details.

- 7.6 Doug Brown, CAO - NOMA Annual Meeting and Conference Travel Expense and Per Diem
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the Travel Expense and Per Diem Claims in the amount of \$138.92 as submitted by Doug Brown, CAO for his attendance at the NOMA Annual General Meeting and Conference in Thunder Bay on April 23rd to 26th, 2019.
- 7.7 Sleepy Owl Billboard Sign Request
- approval of this report will agree to the recommendation of the Planning and Development Executive Committee to approve the request from The Sleepy Owl as laid out in the report and further that an authorizing Land Use Agreement be prepared.
- 7.8 Amendment to User Fee By-Law 60/18 - Annual Sign Fee
- approval of this report will agree to the recommendation of the Planning and Development Executive Committee to approve amending the User Fee By-Law to include a fee for signs that are approved to be installed on Town owned property.
- 7.9 8th Street Trails Request
- approval of this report will agree to the recommendation of the Planning and Development Executive Committee to approve the 8th Street Trail Request as laid out in the report.

8. Administration and Finance Division:

- 8.1 Job Posting for Facilities Superintendent
- approval of this report will sanction management to start a competitive process to hire a candidate for the new position of Facilities Superintendent, further that management shall convene the Salary Structure Administrative Practices Committee (SSAPC) to review the job evaluation results prior to the final selection of a candidate for the position.
- 8.2 Mayor June Caul - NOMA Annual Meeting and Conference Travel Expense and Per Diem.
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the Travel Expense and Per Diem Claims in the amount of \$660.00 as submitted by Mayor June Caul for her attendance at the NOMA Annual General Meeting and Conference in Thunder Bay on April 23rd to 26th, 2019.
- Mayor Caul disclosed an interest in this item. She did not speak to the matter.
- 8.3 Councillor Michael Behan - NOMA Annual Meeting and Conference Travel Expense and Per Diem.
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the Travel Expense and Per Diem Claims in the amount of \$660.00 as submitted by Councillor Michael Behan for his attendance at the NOMA Annual General Meeting and Conference in Thunder Bay on April 23rd to 26th, 2019.
- Councillor Behan disclosed an interest in this item. He did not speak to the matter.
- 8.4 Councillor Rick Wiedenhoeft - NOMA Annual Meeting and Conference Travel Expense and Per Diem.
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the Travel Expense and Per Diem Claims in the amount of \$750.41 as submitted by Councillor Rick Wiedenhoeft for his attendance at the NOMA Annual General Meeting and Conference in Thunder Bay on April 23rd to 26th, 2019.

Councillor Wiedenhoeft disclosed an interest in this item. He did not speak to the matter. Councillor McTaggart assumed chair responsibilities for this item.

8.5 2019 Capping Parameters for Capped Properties

- approval of this report will agree to approve the 2019 capping parameters for revenue neutral within the industrial class, 10% increase of annualized tax limit based on previous year's annualized taxes, 10% increase of the prior year CVA tax limit, that the minimum tax level of 100% for new construction to capped property classes be maintained, to exclude properties that were at CVA Tax in 2018 or that would cross over CVA Tax in 2019, to exclude reassessment related increases from the Capping Calculation and that the Capping Phase-out Year 3 (1/2) be included in capping options, and further that the authorizing capping parameters by-law and the percentage by which tax decreases are limited by-law be prepared and brought forward to tonight's Council meeting.

9. Operations and Facilities Division:

9.1 A Verbal Update on Capital Projects was provided by T. Rob, Manager of Operations & Facilities

9.2 Agreement with Northern Ontario Heritage Fund Corp. (NOHFC) for a 2 year Internship Application

- approval of this report will agree to the recommendation of Administration for Mayor and Clerk to execute an agreement with NOHFC for a 2 year Internship grant for the Town's Asset Management Coordinator.

9.3 Award of Tender 19-OF-04 2019 Capital Facilities Tender

- approval of this report will agree to the recommendation of Administration to award Tender 19-OF-04 to Ed Kaun and Sons for a total tender price of \$101,455.37 including a \$15000.00 contingency allowance and the Town's portion of HST, further that an authorizing by-law be prepared to authorize the Mayor and Clerk to execute the agreement with Ed Kaun and Sons.

Councillor Brunetta disclosed an interest in this item as she is related to the successful bidder. She did not speak to the matter.

9.4 Award of Tender 19-OF-03 2019 Roadworks

- approval of this report will award tender 19-OF-03 to Bay City Contractors at an estimated cost of \$3,412,435.02 which includes HST and a contingency allowance of \$200,000.00, further that an open house public meeting be scheduled to ensure all property owners abutting the construction projects obtain first-hand knowledge on the projects and have opportunity to ask questions, and finally that the Mayor and Clerk be authorized to execute the contract documents on behalf of the Town.

10. Information:

The following two items were received.

10.1 Complaint Register - April 2019.

10.2 Building Statistics for April 2019

11. Non-agenda items - None.

12. ADJOURNMENT

12.1 The meeting adjourned at 6:22 p.m.

041 Brunetta - Behan: THAT this meeting of the Committee of Whole of Council of the

CARRIED

R. Wiedenhoeft, Chairperson

E. Slomke, Clerk