



REGULAR MEETING OF COMMITTEE OF THE WHOLE AGENDA

June 13, 2022 5:30 PM

MEETING - Committee Room and Council Chambers, Civic Centre

Session # 101

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 807-701-5975,,802169213#](#) Canada, Thunder Bay

Phone Conference ID: 802 169 213#

Page

1. CALL TO ORDER / ROLL CALL

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

3. Delegations/Deputations:

- 4 3.1 John Beaton, Peggy Loyie, Hugh Dennis - Safe Communities Rainy River District

Recommendation: THAT Council of the Town of Fort Frances receive the deputation from the Safe Communities Rainy River District with appreciation

4. Council Reports on Board & Committee Activity:

- 4.1 Mayor Caul - Verbal Update

Councillor McTaggart - Verbal Update

Councillor Judson - Verbal Update

Councillor Wiedenhoeft - Verbal Update

5. Consent Agenda:

- 5.1 Approval of the Consent Agenda

Recommendation: 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 # 5.2 and 5.3

- 5 - 6 5.2 Rainy River Veterinary Services Committee Request

Recommendation: THAT Council support the Rainy River Vet Services Committee's request for a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 funded from Council Public Relations expense.

- 7 - 8 5.3 Royal Canadian Legion Manitoba/NW Ontario Command Advertising

Recommendation: THAT Council support an advertisement of 1/10 page (Business Card B&W) size in the "Military Service Recognition Book" in the amount of \$225.00.

6. Administration and Finance Division:

- 9 - 13 6.1 Councillor D Judson NOMA Honorarium

Recommendation: THAT Council approve Schedule "F" Travel Statement-Mayor/Council Honorarium per diem claim in the amount of \$240.00 as submitted by Councillor Douglas Judson for attendance at the NOMA Annual Meeting and Conference held April 28-29, 2022

- 14 - 16 6.2 Appointment of Closed Meeting Investigator and Integrity Commissioner

Recommendation: THAT Council receive Report number AR-22-0009 from the Municipal Clerk, regarding the appointment of the Town of Fort Frances Municipal Integrity Commissioner, and Closed Meeting Investigator;

AND THAT Council direct Staff to proceed with (1) one Request for Proposals (RFP) in order to start the process for the appointment of a Integrity Commissioner and Closed Meeting Investigator for the Town of Fort Frances; and

AND FURTHER Council direct Staff that upon the close of the Request for Proposal that Staff bring forward a report to Council for decision to provide an overview and recommendation for the appointment of a Integrity Commissioner and Closed Meeting Investigator for the Town of Fort Frances

- 17 - 21 6.3 Hard Drive Shredding

Recommendation: THAT Council of the Town of Fort Frances authorize the Mayor and Clerk to execute a Repetitive Services Agreement with The Electronics Recycling Association of Alberta.

7. Operations and Facilities Division:

- 7.1 Verbal Update on Capital Projects

8. General: None

9. Information: None

10. ADJOURNMENT

10.1 The meeting adjourned at _____ p.m.

THAT this meeting of the Committee of Whole of Council of the Town of Fort Frances be now closed

Appendix E

Application for Delegation / Deputation

REQUEST FOR DELEGATION / DEPUTATION BEFORE
COUNCIL OF THE TOWN OF FORT FRANCES

ALL DELEGATIONS / DEPUTATIONS ARE REQUIRED TO PROVIDE A WRITTEN
SUBMISSION PRIOR TO THE AGENDA DEADLINE:

All written or electronic submissions and background information for consideration by Council must be submitted to the Clerk's Office by 12:00 noon on the Thursday preceding the meeting. Electronic submissions should be submitted in Microsoft Power Point, Microsoft Word or PDF format. As per the Procedural By-law, there is a maximum of three (3) deputations allowed per meeting and delegates are given ten (10) minutes to make their presentation.

Preferred Meeting Date: June 13, 2022

I am requesting a delegation / deputation to speak:

- a) ☐ On my own behalf
- b) ☒ On behalf of a group / organization / association (if b) please state name of group below

Safe Communities Arny River District

Will you be providing an electronic formatted presentation? Yes ☐ No ☐

Name of Speaker (s) - A delegation / deputation wishing to appear before Council shall be limited to a total speaking time of ten (10) minutes (regardless of the number of speakers listed). Please state the name of speaker (s) below.

John Beaton, Peggy Loyie, Hugh Dennis

Subject of Presentation - Please describe below the subject matter of the requested delegation / deputation in sufficient detail to provide the Town of Fort Frances a means to determine its content and define how the matter aligns with Council mandate / strategic priorities. All material needs to be provided to the Clerk by 12:00 noon on the Thursday prior to the meeting. (use a separate sheet of paper if not enough space allowed here)

We will provide a brief overview of the history, & contributions of Safe Communities R.R. Dist. We will also discuss the implications involved in dissolving the Safe Communities

Reason why this delegation / deputation is important to Council and to the municipality

Safe Communities R.R. Dist have made significant contributions to the safety & function of Fort Frances and District. Council's decision to discontinue funding has significant impacts.

Date of Request: May 24, 2022

Signature of Speaker: Peggy Loyie

Address: [REDACTED]

Telephone/Fax no: [REDACTED]

Email address: [REDACTED]

Scheduling will be at the discretion of the Clerk and will be confirmed prior to the meeting deadline. There is no guarantee that by requesting a certain date(s) your delegation / deputation will be accepted, as prior commitments may make it necessary to schedule an alternate date suggested by the Clerk.

Individuals who submit letters and other information to Council should be aware that any personal information contained within their communications may become part of the public record and made available through the Council Agenda process.

Personal information on this form is collected under the legal authority of the Municipal Act, S.O., 2001, Chapter 25, as amended. The information is collected and maintained for the purpose of creating a record that is available to the general public pursuant to Section 27 of the Municipal Freedom & Protection of Privacy Act. Questions about this collection should be directed to the Clerk's Office.

Clerk's Office Contact:

Gabrielle Lecuyer, AOMC, Clerk
320 Portage Avenue
Fort Frances, ON P9A 3P9
1-807-274-5323 ext 1215
glecuyer@fortfrances.ca

ADMINISTRATIVE REPORT

Subject: Rainy River Veterinary Services Committee Request
Date: 2022-06-13
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-26



ISSUE

At the May 24, 2022 Council meeting, the letter of request for financial contribution from the Rainy River Vet Services committee was referred to the Administration and Finance Executive Committee.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT Council support the Rainy River Vet Services Committee's request for a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 funded from Council Public Relations expense.

STRATEGIC IMPACT

n/a

OPTIONS & ALTERNATIVES

- (1) Authorize a contribution to the Vet Assistance Trust Fund in the amount of \$650.00.
- (2) Deny the request.

HISTORY

As in previous years, the money goes towards the Vet Contracts that they have, which provides service to all farmers. If nobody pays, the farmer would be charged more as the contract covers mileage for the vets.

The Rainy River Vet Services is requesting \$650.00 for the Vet Assistance Trust Fund. The Town has supported this Rainy River District project and has made annual contributions since 2002 (or earlier based on information provided by Kim Jo) and it has been expensed from the Council Public Relations budget line. In 2019, the committee felt that as a District initiative that indirectly supports Fort Frances.

ANALYSIS

n/a

RAINY RIVER VETERINARY SERVICES COMMITTEE REQUEST

CONSULTATION

n/a

SUPPORTING DOCUMENTS

- (1) Letter from Rainy River Vet Services Committee



ADMINISTRATIVE REPORT

Subject: Royal Canadian Legion Manitoba/NW Ontario Command Advertising
Date: 2022-06-13
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-27



ISSUE

At the May 24, 2022 Council meeting, the letter of request for financial contribution from the Royal Canadian Legion Manitoba/NW Ontario Command was referred to the Administration and Finance Executive Committee.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT Council support an advertisement of 1/10 page (Business Card B&W) size in the "Military Service Recognition Book" in the amount of \$225.00.

STRATEGIC IMPACT

n/a

OPTIONS & ALTERNATIVES

- (1) Authorize an advertisement in the Military Service Recognition Book.
- (2) Deny the request.

HISTORY

This book is designed to recognize and honour many of Manitoba/NW Ontario's brave Veterans on an individual basis who have served our Country so well. The publication is intended to help the legion in their role as the "Keepers of Remembrance".

A rate sheet is enclosed for consideration of levels of advertising. In 2017 to 2021 an advertisement of 1/10 page (Business Card B&W) size advertisement in the "Military Service Recognition Book" was approved.

ANALYSIS

n/a

ROYAL CANADIAN LEGION MANITOBA/NW ONTARIO COMMAND ADVERTISING

CONSULTATION

n/a

SUPPORTING DOCUMENTS

- (1) Letter from the Royal Canadian Legion Manitoba/NW Ontario Command



ADMINISTRATIVE REPORT

Subject: Councillor D Judson NOMA Honorarium
Date: 2022-06-13
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-28



ISSUE

Attached is a copy of Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$240.00 to attend the NOMA Annual Meeting and Conference held in Fort Frances April 28-29, 2022 as submitted by Councillor Douglas Judson.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Administration:

THAT Council approve Schedule “F” Travel Statement- Mayor/Council Honorarium per diem claim in the amount of \$240.00 as submitted by Councillor Douglas Judson for attendance at the NOMA Annual Meeting and Conference held April 28-29, 2022.

OPTIONS & ALTERNATIVES

- (1) Authorize payment to Councillor Douglas Judson in the amount of \$240.00
- (2) Deny the request.

ANALYSIS

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-E Schedule ‘A’.


SUPPORTING DOCUMENTS

- (1) Schedule “F” Travel Statement-Mayor/Council Honorarium
- (2) 2022 NOMA Annual Meeting & Conference Agenda

TOWN OF FORT FRANCES - SCHEDULE "F"
TRAVEL STATEMENT - MAYOR/COUNCIL HONORARIUM

Attendee	<i>Douglas Judson</i>
Conference / Seminar Attended	<i>Northwestern Ontario Municipal Association Conference and Annual General Meeting</i>
Location	<i>Fort Frances Curling Club / Virtual</i>
Dates	<i>April 28-29, 2022</i>

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date				<i>Apr. 28</i>	<i>Apr. 29</i>			<i>2 days</i>
Amount				\$160	\$80			\$240

Name (Please Print) <i>Douglas W. Judson</i>	Signature 
Approved	Date <i>June 5, 2022</i>

To be submitted to Payroll for processing when approved by Council

2022 NOMA Annual Meeting & Conference Agenda

AGENDA ITEM #6.1

Wednesday, April 27, 2022 Location: Fort Frances Curling Club

- 1:30 pm **Registration Opens**
- 2:00 pm (CST) **Conference Welcome & Opening Remarks**
Agency One Drumming Group
Call to Order
O'Canada Performance by Callahan and Cassandra Armstrong
Greetings from Mayor Wendy Landry, NOMA President
Roll Call
Greeting from the Town of Fort Frances - Mayor June Caul
Greeting from Couchiching First Nation - Chief Brian Perrault
Greeting from ROMA - Councillor Janet Hager, Zone 10 Rep
Greeting from FONOM - Councillor Danny Whalen, President
- 2:30 pm **Leader Addresses**
Steven Del Duca, Leader of Ontario Liberal Party
Andrea Horwath, Leader of NDP
Mike Schreiner, Leader of Green Party
- 3:00 pm **AMO Update**
Presented by: Jamie McGarvey, AMO President & Brian Rosborough, Executive Director
- 3:30 pm **Keynote: Truth and Reconciliation**
Presented by: Stan Wesley
- 4:15 pm **Health Break**
- 4:30 - 5:30 pm (CST) **NOMA Annual General Meeting (76th)**
 1. Call to Order
 2. Approval of minutes of 74/75th Annual General meeting
 3. Approval to receive the Presidents Report
 4. Approval of Auditors Report & 2021 Financial Statements
 5. Appointment of Auditors for 2022
 6. Approval of 2022 Operating Estimates
 7. Business Transacted
 8. New Business
 - 8.1 Strategic Plan
 - 8.2 Northern Transportation Task Force
 9. Resolutions Committee
 10. Adjournment
- 6-8 pm (CST) **Opening Reception and Trade Show**
Join your colleagues for networking, appetizers, and a cash bar. Be sure to visit the exhibitors who have registered for the 2022 conference.

Thursday, April 28, 2022: Fort Frances Curling Club**7:30 am to 4:00 pm Registration & Expo**

7:45 am (CST)

Buffet Breakfast

8:30am

NOSM U: First Stand-Alone University in Canada*Presented by: Dr Sarita Verma, President, Vice-Chancellor, and Dean*

9:00 am

NWMO Transportation Planning*Presented by: Caitlin Burley, Transportation Planning Manager & Norm Sandberg, Relationship Manager, Nuclear Waste Management Organization*

9:30 am

Growing Prosperity through Ontario's Forestry Sector*Presented by: Ian Dunn, President and CEO, Ontario Forestry Industry Association*

10:00 am

TBT Engineering Update*Presented by: Scott Peterson, President, TBT Engineering Limited*

10:10 pm

Minister David Piccini Address

10:15 am

Exhibitor Booth Break

10:45 am

Climate Change and Risk Management*Presented by: Jessica Jaremchuk, Director, Risk Management Services, Intact Public Entities*

11:30 pm

The Power of Partnerships*Presented by: Daniel Levitan, Vice President, Stakeholder Relations, Hydro One*

12:00 pm

Lunch & Visit Exhibitor Booths

1:00pm

MPAC Update*Presented by: Carmelo Lipsi, Vice President & Chief Operating Officer & Mary Dawson-Cole, Regional Manager, Northern Ontario, Municipal Property Assessment Corporation (MPAC)*

1:30 pm

More Than a Number: Addressing Homelessness, Addictions, and Mental Health in the North*Presented by: Holly Parsons, Policy Analyst, Northern Policy Institute*

2:30 pm

Final Exhibitor Booth Break

3:00 pm

Tourism & Municipalities - Working together in the North*Presented By: David MacLachlan, Executive Director, Destination Northern Ontario, Laurie Marcil, Executive Director, NOTO, and Dr. Jessica Ng, Director, Policy & Government Relations, Tourism Industry Association of Ontario*

3:45 pm

Prize Wheel

4:15 pm

Keynote: Playing Nice in the Sandbox*Presented by: Kari Chiappetta*

5:00-6:00 pm

Optional Trade Show

6-7pm

Gala Dinner

7-10pm

Entertainment – Entyrely Mac - Shuttle Service available 8:00pm-10:30pm

Friday, April 29, 2022 Location: Fort Frances Curling Club

7:45 am (CST)

Buffet Breakfast

8:30 am

Lakehead University and Northern Ontario's Health System Landscape

Presented by: Dr. Mirella Stroink, Dean, Faculty of Health and Behavioural Sciences, Lakehead University

9:00 am

Preparing Northern Municipalities for Ontario's Energy Future

Presented by: Ahmed Maria, Director of Transmission Planning, IESO

9:30 am

Opportunities for Rural Ontario in a Post-COVID World

Presented by: Robin Jones, Rural Ontario Municipal Association, Chair

10:00 am

Health Break

10:25 am

Federal Minister Gudie Hutchings, Rural Economic Development

10:30 am

MP Eric Melillo, Kenora

10:40am

Hon. Steve Clark, Minister of Municipal Affairs & Housing

10:50 am

Hon. Greg Rickford, Minister of Energy, Northern Development & Mines & Indigenous Affairs

11:00 am

Minister Forum

Hon. Steve Clark, Minister of Municipal Affairs & Housing

Hon. Greg Rickford, Minister of Energy, Northern Development & Mines & Indigenous Affairs

Hon. Sylvia Jones, Solicitor General

Parliamentary Assistant Deepak Anand of the Minister of Labour, Training and Skills Development

12:00pm (CST)

End of conference – take home lunch

ADMINISTRATIVE REPORT

Subject: Appointment of Closed Meeting Investigator and Integrity Commissioner

Date: June 13, 2022

To: Mayor and Council

From: Gabrielle Lecuyer, Municipal Clerk



ISSUE:

Appointment of Closed Meeting Investigator / Integrity Commissioner

ADMINISTRATIVE RECOMMENDATION:

THAT Council received a Report from the Municipal Clerk, regarding the appointment of the Town of Fort Frances Municipal Integrity Commissioner, and Closed Meeting Investigator;

AND THAT Council direct Staff to proceed with (1) one Request for Proposals (RFP) in order to start the process for the appointment of a Integrity Commissioner and Closed Meeting Investigator for the Town of Fort Frances; and

AND FURTHER Council direct Staff that upon the close of the Request for Proposal that Staff bring forward a report to Council for decision to provide an overview and recommendation for the appointment of a Integrity Commissioner and Closed Meeting Investigator for the Town of Fort Frances

STRATEGIC IMPACT:

Complimenting imperative number 7 in the Strategic Plan of Complete review of governance model and key procedures which incorporate accountability and transparency requirements in the overall governance.

OPTIONS & ALTERNATIVES:

1. Council may discuss alternative option in terms of having an Integrity Commissioner and the Ombudsman as the Closed meeting investigator
2. Council may discuss having 2 separate RFP's (1) for the close meeting investigator and (1) for the Integrity Commissioner

HISTORY:

Closed Meeting Investigator

Appointment of Closed Meeting Investigator and Integrity Commissioner

- In January 2008, new changes to the Municipal Act came into effect allowing Ontarians to lodge an official complaint requesting that an investigation be undertaken to determine whether a municipality has complied with the open meeting requirements outlined in Section 239. of the Municipal Act, or the municipality's procedural by-law relating to any meeting or part of a meeting that was closed to the public.
- The investigation must be undertaken by an Investigator appointed by the municipality pursuant to Sections 9, 10, 11, and 239.2 of the Act or by an Ombudsman appointed pursuant to the Ombudsman Act if the municipality has not appointed an Investigator.
- The Ombudsman handles complaints in all municipalities except those that have appointed their own Investigators.
- On January 15, 2008, Council approved an agreement with Paul Heayn for his services as a meeting investigator as provided under the Municipal Act, 2001. Mr. Heayn has been the Closed Meeting Investigator for the Town of Fort Frances from 2008 to present.
- On February 25, 2019 By-Law 05-19 appointed Mr. Heayn as the Integrity Commissioner pursuant to subsection 223.3 (1) of the Municipal Act, 2001 authorizes a municipality to appoint an Integrity Commissioner who reports to Council and who is responsible for performing in an independent manner the functions assigned.

ANALYSIS:

- The term for both agreements (closed meeting investigator & Integrity Commissioner) with Mr. Heayn will terminate on December 31, 2022
- Being June and a busy few months ahead with the Election and a new Council Orientation, Council should discuss their plans to fill these roles. It is recommended to move forward with a single RFP to streamline this process
- Though another option for the closed meeting investigator such as having the Ombudsman conduct inquiries which is at no cost to the Municipality, this is not an option Staff is recommending for the following reasons:
 - The Ombudsman search can really branch out beyond the scope of the closed meeting complaint. Though on its face it may appear that there are no cost for the Ombudsman to investigate, these types of investigation can require additional resources to address all issues should they arise whereas a third party is independent, impartial and provides credible investigations and reports directly relating to closed session only and understanding that both the Ombudsman and a Third Party are focused on municipal transparency and accountability.
 - The powers of the Ombudsman with respect to closed meeting complaints as set out in the Ombudsman Act – include the power to issue summonses, inspect premises and compel municipal officials and staff to provide information and documents far greater powers than a appointed Closed Meeting Investigator

Appointment of Closed Meeting Investigator and Integrity Commissioner

- The value and the quality a third party can bring is also to provide and ensure an educational component to help municipalities both Council and Staff to maintain compliance and keeping up with the times and the changing legislation they can be a valuable with often quick resource and turnaround time when required
- It is important to note that the RFP will be created in such a way to ensure a strong legal background and credentials in the Municipal World to ensure we have the skills we are looking for in both an Integrity Commissioner and Closed Meeting Investigator.

CONSULTATION:

N/A

ADMINISTRATIVE REPORT

Subject: Hard Drive Shredding
Date: 2022-06-13
To: Committee of the Whole
From: Jeremy Hughes, Information Technology Manager
File Number: 2022-COTW-1008



ISSUE

- (1) Authorize a *Repetitive Services Agreement* to obtain a discount for on-site electronics shredding

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Information Technology Manager:

THAT Council of the Town of Fort Frances authorize the Mayor and Clerk to execute a Repetitive Services Agreement with The Electronics Recycling Association of Alberta.

STRATEGIC IMPACT

- *Objective 19 - Improve Information Technology Capacity*

OPTIONS & ALTERNATIVES

- (1) Council authorizes the execution of a *Repetitive Services Agreement* with The Electronics Recycling Association of Alberta as presented.
- (2) Council denies the authorization.
- (3) Council provides another direction.

HISTORY

The Town of Fort Frances (*the "Town"*) has a large quantity and variety of retired physical data storage devices that may contain confidential information. The most secure method of disposal for this material is on-site electronics shredding.

The approved 2022 Operating Budget allocates funds to facilitate a single on-site electronics shredding event.

ANALYSIS

Execution of a *Repetitive Services Agreement* will reduce the per unit cost of on-site shredding by 50%, resulting in a savings to the Town of approximately \$1,343. Though repetitive in nature, the agreement will be used only a single time and will terminate after one year.

HARD DRIVE SHREDDING

Two hard drive shredders will be brought on-site to the Fort Frances Museum by way of loading dock. Shredding will take place in the Museum's receiving bay over the course of one business day, to be scheduled following the execution of this agreement.

CONSULTATION

- The Electronics Recycling Association
- The OEMCM supplier for Electronic Device Disposal and Recycling Services
- The Museum Curator
- Cannect Electric

SUPPORTING DOCUMENTS

- (1) Repetitive Services Agreement (3 pages)





electronic.recycling.association

REPETITIVE SERVICES AGREEMENT

Between:

Town of Fort Frances ("Client")

and

The Electronic Recycling Association of Alberta ("Contractor")

The parties agree as follows:

1. Contractor shall provide the electronic recycling services ("Services") as required by Client in accordance with the terms of this Agreement.
2. In consideration for provision of the Services by Contractor to Client, and subject always to the provisions of this Agreement, Client shall pay the Contractor an Annual Membership fee of \$500.00.
3. Subcontracting
 - (a) Contractor shall remain liable and responsible to Client for the actions and omissions of any subcontractor and shall ensure that any subcontractor strictly adheres to all terms of this Agreement, including any safety requirements referred to herein.
4. Term
 - (a) The service agreement is for a Term, commencing on **May 18th 2022** and ending automatically on **May 17th 2023**, unless terminated earlier in accordance with the provisions set out below (Section 5), or extended by mutual, written agreement.
5. Termination
 - (a) The parties may terminate this Agreement at any time during the term of the agreement by providing 30 days written notice, without any further obligation or compensation other than any outstanding amounts, for services provided prior the termination date.
6. Pricing, Membership and Pickups.
 - (a) As agreed in Schedule A (attached)
 - (b) Invoicing and Payment Terms
Net 30 from invoice date.
Approved Payment method: Cheque, Credit Card or EFT
Accounts Receivable
Chantelle Coddington
403-261-9097 / chantelle@era.ca
7. Confidentiality

Contractor shall:

 - (a) not make use of any Client Confidential Information for its own personal gain or for any purpose other than is required to provide the Services;

REPETITIVE SERVICES AGREEMENT



electronic.recycling.association

- (b) not disclose any Client Confidential Information to any person except employees, subcontractors, consultants or agents who have a need to know such information consistent with the provision of the Services, but only after such person has properly assumed obligations identical in principle to those in this Section and Contractor ensures that such person at all times complies with those obligations;
 - (c) employ diligent efforts and exercise reasonable care to hold all Client Confidential Information in the strictest confidence;
 - (d) not use Client's name for any marketing or promotional purposes and not make any public announcements or disclosure in respect of this Agreement or Contractor's relationship with Client without first obtaining written consent from Client; and
8. "Client Confidential Information" refers to any and all information, material and data disclosed to Contractor or obtained by Contractor in connection with providing the Services, directly or indirectly, orally, in any written form, or in any magnetically or electronically recorded form, or by drawings or inspection of parts or equipment, and including without limitation:
- (a) information, knowledge or data of an intellectual, technical, scientific, commercial or industrial nature, or of a financial, cost, pricing, or marketing nature relating to the business operations of Client;
 - (b) "personal information" as defined in the Personal Information Protection and Electronic Documents Act (Canada) (and any applicable similar information protected by provincial legislation that may be enacted).
 - (c) The provisions of this Section shall survive the expiration or termination of this Agreement.

Each party represents and warrants to the other that it has all requisite power and authority to enter into this Agreement and to perform its obligations and that this Agreement has been duly authorized, executed and delivered by it and constitutes a valid and binding obligation, enforceable against it in accordance with its terms.

IN WITNESS WHEREOF, the parties acknowledge that they have read this Agreement, understand it and agree to be bound by it and have caused this Agreement to be executed by their duly authorized representatives effective as indicated below.

Town of Fort Frances**Electronic Recycling Association of Alberta**

By: _____

By: _____

Name (print) _____

Name: Danny Salkanovic

Title (print): _____

Title: Senior Account Representative

REPETITIVE SERVICES AGREEMENT



electronic.recycling.association

“Schedule A”

The parties agree that ERA will provide the following services upon request as follows:
****the following services are offered to the client at the following rates and are not required to be used by the client or their affiliates****

The below Discounts are valid up to \$10,000.00 Spent. After the cap has been reached, services will return to full price.

Pickup Service:

Local pickups will be free of charge

****remote locations, %50 discount on 3rd party services****

Use of Collection Receptacles (type or volume as required based on availability) – Free

Inventory/Certification - Free:

Collection Certificate on site outlining the equipment collected

Serial number reporting available upon request for any service

All Certification (Data, Receipt, and Confirmation) is issued within 10-15 days after the service has been completed

Data Services:

Software Based Data Erasure Services – Free

Fees for hard drive on site shredding services will be \$2.50 per hard drive + \$125.00 on site charge.

Fees for hard drive off site shredding services will be \$2.50 per hard drive

Fees for CD and Floppy Disk off site shredding services will be \$0.50 per CD/Floppy Disk.

Fees for hard drive shredder rental will be \$750.00 per day.

****on site shredding & rentals are not available with remote locations & 3rd party services at this time****

Accepted Items:

Consumer Electronics (gaming consoles, iPods and mp3 players, stereo equipment etc)

Desktop Computers (PC & Mac, monitors, parts, motherboards etc)

Handheld devices (smart phones, cell phones, tablets etc)

Laptops (PC & Mac, docking stations, parts, cables etc)

Printers (Inkjet & Laserjet, plotters, copiers, scanners, fax machines etc)

Peripherals (Keyboards, mice, CD/DVD roms, cards, accessories etc)

Phone Systems

Racks and miscellaneous (Server racks, lab equipment, disk ar-rays etc)

Servers (Rack mount, stand alone, all brands etc)

Software (operating system, editing, design etc)

Specialty items (Cisco networking, switches, routers etc)

Additional items/services charged for:

TV \$5.00

Small Appliance (Microwave, etc) \$10.00

Floor Unit Photocopiers \$72.50