

REPORT

COMMITTEE OF THE WHOLE

March 9, 2015

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on March 9, 2015 from 5:30 p.m. to 6:41 p.m.

PRESENT: Councillor G. P. Ryan, Chairperson; Mayor R. Avis; Councillors K. Perry, J. Albanese, D. Kitowski, W. Brunetta and J. Caul.

ALSO PRESENT: M. McCaig, Administrator, E. Slomke, Clerk, D. Brown, Manager of Operations & Facilities (5:30 p.m. to 5:31 p.m. and 6:29 p.m. to 6:41 p.m.), L. Witherspoon, Treasurer (5:30 p.m. to 5:31 p.m. and 6:29 p.m. to 6:41 p.m.), J. Kabel, Manager of Community Services (5:30 p.m. to 5:31 p.m. and 6:29 p.m. to 6:41 p.m.) and D. McCaig (5:31 p.m. to 6:07 p.m.).

**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.**

- 2.1 D. Brown - requested addition of Item related to Transport Canada funding for equipment at Airport

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

- 3.1 Councillor Albanese disclosed an interest in Item 7.1 from the March 2, 2015 Committee of the Whole meeting as the per diem and expenses considered at that time were his.

Councillor Perry disclosed an interest in Item 7.5 and 7.6 from this agenda as the per diem and expense items being considered are his.

Mayor Avis disclosed an interest in Item 7.3 and 7.4 from this agenda as the per diem and expense items being considered are his.

Councillor Caul disclosed an interest in Item 7.2 as the per diem and expense items being considered are hers.

**4. In-Camera:**

4.1 Identifiable Individual

D. McCaig provided a verbal explanation. Council agreed with the recommendations presented. A resolution will follow during tonight's regular meeting.

- 024 Albanese - Brunetta: 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 4.1
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, more specifically Item 4.2 (Agreement Update)

CARRIED

4.2 Litigation or Potential Litigation - Agreement Update

The CAO provided a brief verbal explanation. No direction provided.

**5. Public Session Resumes in Council Chambers at 6:29 p.m.**

**6. Consent Agenda:**

- 6.1 D. Brown, Manager of Operations & Facilities: Tender 15-OF-02 - Sale and Removal of All Buildings/Building Materials & Contents within the three Buildings at 501 - 6th Street West  
- Council approval of this report will ensure that the sale and removal of all buildings/building materials and contents within the buildings at 501 - 6th Street West as outlined in the tender documents 15-OF-02 be awarded to C.J. Contracting Inc., highest tender bidder received, where the Town will receive \$113.00 (all taxes included).

- 025 Albanese - Brunetta: 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 # 6.1, 6.2, 6.3, 6.4 and 6.5.

CARRIED

- 6.2 A. Petrin, Human Resources Manager: Social Media Policy  
- Council approval of this report will approve the enclosed Social Media Conduct Policy.
- 6.3 L. Witherspoon, Treasurer: Rainy River District Music Festival Financial Request  
- Council approval of this report will approve the Administration & Finance Executive Committee recommendation to authorize a donation of \$100.00 to the Rainy River District Music Festival Association's 75th Festival of the Performing Arts taking place in April 2015.
- 6.4 L. Witherspoon, Treasurer: North of Superior Travel Association Advertising Request  
- Council approval of this report will approve the Administration & Finance Executive Committee recommendation that the North of Superior Travel Association advertising request be received with no further action.
- 6.5 L. Witherspoon, Treasurer: 2014 Capital Financing  
- Council approval of this report will approve the Administration & Finance Executive Committee recommendation to allocate Contributions to Capital from Reserve Funds in the amount of \$42,369.91 and Contributions to Capital in the amount of \$57,631.39 to finance 2014 Capital Fund expenditures as outlined in this report.

## **7. Administration and Finance Division:**

- 7.1 E. Slomke, Clerk: Appointment of Closed Meeting Investigator  
- Council approval of this report will bring forward a resolution appointing Mr. Paul Heayn as Meeting Investigator for the Town of Fort Frances for the term January 1, 2015 to December 31, 2018 and subsequently bring forward a by-law with supporting agreement with Mr. Heayn.
- 7.2 L. Witherspoon, Treasurer: Councillor Caul - Councillor Orientation Session Per Diem & Travel Claims and RRDMA AGM Per Diem Claim  
- Council approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the per diem claims in the amount of \$300.00 and travel expense claim of \$32.90 as submitted by Councillor Caul for her attendance at the Councillor Orientation Session held in Emo on January 30, 2015 and the RRDMA AGM held in Emo on January 31, 2015.  
Councillor Caul disclosed an interest in this item. She did not speak to this item.
- 7.3 L. Witherspoon, Treasurer: Mayor Avis - RRDMA Meeting Per Diem Claim  
- Council approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Mayor Avis for his attendance at the RRDMA AGM held in Emo on January 31, 2015.  
Mayor Avis disclosed an interest in this item. He did not speak to this item.
- 7.4 L. Witherspoon, Treasurer: Mayor Avis - OGRA/ROMA Conference Travel & Per Diem Claims

- Council approval of this report will agree to the recommendation of the Administration & Finance Executive Committee recommendation to approve the travel amount of \$1473.85 as submitted by Mayor Avis for his attendance at the OGRA/ROMA Conference held in Toronto, Ontario.

Mayor Avis disclosed an interest in this item. He did not speak to this item.

- 7.5 L. Witherspoon, Treasurer: Councillor Perry - Per Diem Claims for RRDMA Executive Committee Meeting & Local Governance Meeting, and Per Diem Claim and Travel Expense Claim for Regional Economic Development Committee Meeting
- Council approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the per diem claims in the amount of \$225.00 and travel expense claim of \$28.20 as submitted by Councillor Perry for his attendance at the RRDMA Executive Committee Meeting, Local Governance Meeting and Regional Economic Development Committee Meeting as summarized in this report.
- Councillor Perry disclosed an interest in this item. He did not speak to this item.

- 7.6 L. Witherspoon, Treasurer: Councillor Perry - OGRA/ROMA Conference Travel & Per Diem Claims
- Council approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the Travel Statement - Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$1022.40 as submitted by Councillor Perry for his attendance at the OGRA/ROMA Conference held in Toronto, Ontario.
- Councillor Perry disclosed an interest in this item. He did not speak to this item.

## **8. Operations and Facilities Division:**

- 8.1 D. Brown, Manager of Operations & Facilities: 2015 Schedule 22 (Compliance) Summary Report for the Town's Drinking Water System - DWS #220000978 - Large Municipal Residential System
- Council approval of this report will ensure the following:
- 1) That Council accept the 2014 Schedule 22 Annual Summary Report and that a separate resolution be prepared.
  - 2) That the 2014/2015 MOE "Announced/Focused" Inspection Report of the Town's water system be reviewed and accepted by Council.
  - 3) That at this time, the staff of the drinking water system should be acknowledged for all their effort and hard work to ensure that all consumers connected to the Town's water system receive outstanding water. Please keep up the good work.

## **9. Information:**

- 9.1 Operations & Facilities Division - Public Works Area: Operations Statistics for January 2015
- Received. No further discussion.
- 9.2 November & December Complaint Register Review
- Received. No further discussion.

## **10. Non-agenda items:**

- 10.1 D. Brown, Manager of Operations & Facilities: Execution of the Financial Agreements with the Minister of Transport Canada (TC) for the Replacement of the Front-End Loader and Snow Blower Attachment at the Fort Frances Airport
- Council approval of this report will ensure the following:
- 1) That the town enter into two financial assistance agreements with the Minister of Transport Canada; one for the front-end loader and the other for the snow blower attachments.
  - 2) That the Mayor and Clerk be authorized to execute the Financial Assistance Agreements on behalf of the Corporation of the Town of Fort Frances with the Minister of Transport Canada.

3) That the tender package and specifications for a new front-end loader and the snow blower attachment be prepared and only advertised once both parties execute the financial assistance agreements.

## **11. ADJOURNMENT**

11.1 The meeting adjourned at 6:41 p.m.

026 Brunetta - Albanese: THAT this meeting of the Committee of Whole of Council of the Town of Fort Frances be now closed.

CARRIED

G. P. Ryan, Chairperson

E. Slomke, Clerk