

REPORT

COMMITTEE OF THE WHOLE

April 13, 2015

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on April 13, 2015 from 5:30 p.m. to 6:54 p.m.

PRESENT: Councillor J. Albanese, Chairperson; Councillors K. Perry, J. Caul, D. Kitowski, W. Brunetta.

ALSO PRESENT: M. McCaig, Administrator, E. Slomke, Clerk, L. Witherspoon, Treasurer (5:30pm to 5:31pm and 6:42pm to 6:54pm), D. Brown, Manager of Operations & Facilities (5:30pm to 5:31pm and 6:42pm to 6:54pm), J. Kabel, Manager of Community Services (5:30pm to 5:31pm and 5:52pm to 6:20pm and 6:42pm to 6:54pm), A. Petrin, Human Resources Manager (5:45pm to 5:51pm and 5:52pm to 6:20pm).

**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.**

- 3.1 Councillor Perry disclosed an interest in Committee of the Whole Item 7.2 as the per diem claim is his.

**4. In-Camera at 5:31 p.m.**

- 4.1 Identifiable Individual - Application for Municipal Taxi License  
Mr. Bruce Wilson was present to answer Council's questions.

- 4.2 Identifiable Individual: Appointments to Boards & Committees  
Council will consider appropriate resolutions during Council meeting tonight.

- 4.3 Identifiable Individual - Lieu Time consideration (M. McCaig, CAO)  
Information to Council.

- 4.4 Identifiable Individual - contract renewal (A. Petrin, HR Manager)  
Council will consider resolution during Council meeting tonight.

- 4.5 Personnel Matter - verbal staffing updates (M. McCaig, CAO)

- 4.6 Disposition / Acquisition of Land - property request (M. McCaig, CAO)  
Direction provided.

- 4.7 Security of the Property of the Municipality - asset update (Mayor Avis)  
This item will be deferred to a future meeting when Mayor Avis is present to speak to it.

- 032 Caul - Kitowski: THAT Committee of the Whole of Council now meet in-camera in order to address a matter pertaining to:
- security of the property of the municipality or local board, more specifically Item 4.7 Asset Update
  - personal matters about an identifiable individual, including municipal or local board employees, more specifically Items 4.1 Application for Municipal License, 4.2 Appointments to Boards & Committees, 4.3 Lieu Time Consideration, 4.4 Contract Renewal and 4.5 Personnel Matters
  - a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes, more specifically Item 4.6

CARRIED

**5. Public Session Resumes in Council Chambers at 6:42 p.m.**

**6. Consent Agenda:**

- 6.1 L. Witherspoon, Treasurer: Fort Frances High School Chem Free Grad Party Donation Request  
- Council approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the donation to the FFHS Chem Free Grad Committee in the amount of \$1049.70 for the 2015 Chem Free Grad taking place on June 25, 2015 at the Memorial Sports Centre.

- 033 Caul - Kitowski: 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, ~~6.5~~ and 6.6.

CARRIED

- 6.2 L. Witherspoon, Treasurer: 93.1 The Border Advertising Request  
- Council approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the 93.1 The Border request for advertising and that no further action be taken.

- 6.3 L. Witherspoon, Treasurer: M. McCaig, CAO - Canadian Institute of Forestry Conference (Speaker) Travel Expenses  
- Council approval of this request will agree to the Administration & Finance Executive Committee recommendation to approve the Travel Expense claim for Mark McCaig, CAO to attend as an invited speaker at the Canadian Institute of Forestry Conference held in Thunder Bay on March 25, 2015.

- 6.4 P. Briere, By-law Enforcement Officer: Police Service Board Request for Street Vendor Hours of Operation  
- Council approval of this report will authorize a letter be sent to the Police Services Board advising of the outcome of their request.

- 6.5 Community Services Executive Committee: Reconsideration of Bob Dobransky - Elm Avenue Resident - Property Matters  
- Council approval of this report will authorize the referral of the letter from Mr. Bob Dobransky dated December 23, 2014 to the Planning & Development Executive Committee for reconsideration.

-This item was pulled from Consent Agenda by Councillor Perry and Kitowski and briefly discussed. A separate resolution will be considered at Council meeting tonight.

- 6.6 E. Slomke, Clerk: Reporting by Members of Council on various Boards & Committees  
- Council approval of this report will direct the Clerk to bring forward an amendment to the Procedural By-law as outlined in this report.

**7. Administration and Finance Division:**

- 7.1 L. Witherspoon, Treasurer: Mayor Avis - Canadian Institute of Forestry conference Travel Expenses and Per Diem Claims  
- Council approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the Travel Expense claim for Mayor Avis to attend the Canadian Institute of Forestry Conference in Thunder Bay on March 25, 2015. Received with no further discussion.

- 7.2 L. Witherspoon, Treasurer: Councillor Perry - NOMA Executive Meeting Per Diem

- Council approval of this report will agree to the Administration recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor Perry for his attendance at a NOMA Executive meeting held in Thunder Bay on March 25, 2015.

Received with no further discussion.

- Councillor Perry disclosed an interest in Committee of the Whole Item 7.2 as the per diem claim is his. He did not speak to this item.

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

8.1 D. Brown, Manager of Operations & Facilities: Tender 15-OF-09 - Supply of Three Pick Up Trucks.

- Council approval of this report will ensure that tender 15-OF-09, for three trucks is awarded as outlined in the report.

Received with no further discussion.

8.2 D. Brown, Manager of Operations & Facilities: February 2015 Drinking Water Systems Monthly Summary Report

- Council approval of this report will accept the February 2015 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.

Received with no further discussion.

## **9. General:**

9.1 Local Government Networking Group - Appointment: Report previously approved by Consent at the March 23, 2015 meeting, the resolution was inadvertently missed and therefore will be presented for Council's consideration tonight.

## **10. Information:**

10.1 Town of Fort Frances General Fund (Operating) and Water and Sewer Fund (Operating) Actuals to March 31, 2015

Received.

10.2 Statistics Canada Report - March 2015

Received.

10.3 Aircraft Landings as of March 31, 2015

Received.

10.4 Tonnage at Landfill Site up to April 1, 2015

Received.

10.5 Operations Statistics - Environmental Area of Operations & Facilities - February 2015

Received.

10.6 Public Notice - Committee of Adjustment: File B1/2015 - 350 Pit Road #1 and File B2/2015 - 352 Pit Road #1

Received.

10.7 Public Notice - Committee of Adjustment: File A1/2015 - 208 Armit Avenue

Received.

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

**12. ADJOURNMENT**

12.1 Meeting adjourned at 6:54 p.m.

034 Caul - Kitowski: THAT this meeting of the Committee of Whole of Council of the Town of Fort Frances be now closed.

CARRIED

J. Albanese, Chairperson

E. Slomke, Clerk