

REPORT

COMMITTEE OF THE WHOLE

March 7, 2016

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on March 7, 2016 from 5:30 p.m. to 6:45 p.m. and from 7:19 p.m. to 7:48 p.m.

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

ALSO PRESENT: M. McCaig, Administrator (5:30 to 6:10pm and 7:19 to 7:48pm), E. Slomke, Clerk, Human Resources Manager (5:30 to 5:31pm, 6:10 to 6:40pm and 7:19 to 7:48pm), L. Witherspoon, Treasurer (5:30 to 5:31pm and 7:19 to 7:48pm), D. Brown, Manager of Operations & Facilities (5:30 to 5:31pm and 7:19 to 7:48pm), J. Kabel, Manager of Community Services (5:30 to 5:31pm and 7:19 to 7:48pm) and W. Derksen, Solicitor (5:35 to 5:55 pm).

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 Brunetta disclosed an interest in Item 8.1 of this agenda as the per diem claim and travel expenses for travel to ROMA/OGRA conference were hers.

Mayor Avis disclosed an interest in Item 8.3 of this agenda as the per diem claim and travel expenses for travel to ROMA/OGRA conference were his.

Councillor Perry disclosed an interest in Item 8.2 of this agenda as the per diem claim and travel expenses for travel to ROMA/OGRA conference were his.

4. In-Camera:

4.1 Identifiable Individual: Application for Municipal License
The applicant was in attendance to answer Council's questions.

4.2 Litigation or Potential Litigation: Agency One Matters
The CAO and Wes Derksen, Solicitor provided an update to Mayor & Council.

120 Caul - Ryan: 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 Application for Municipal License, Item 4.3 CAO Position and Item 4.4 FFPC Update (Mayor Avis)

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, more specifically Item 4.2 Agency One Matters

CARRIED

4.3 Identifiable Individual: CAO Position
The Human Resources Manager provided background information. Council approved the advertisement to be distributed via approved methods.

4.4 Identifiable Individual: FFPC Update
Mayor Avis and the CAO provided an update for Council.

5. Public Session Resumes in Council Chambers:

Council agreed to suspend the Committee of the Whole meeting at 6:45 p.m. in order to receive the Deputations listed on the Council agenda which were scheduled to begin at 6:30 p.m.

6. Council Reports on Board & Committee Activity:

- 6.1 Verbal Update from Mayor Avis - provided a verbal update from the ROMA/OGRA conference.
Verbal Update from Councillor Albanese - no update at this time.
Verbal Update from Councillor Brunetta - provided a verbal update regarding the Chamber of Commerce, Dr. Recruitment Committee and NOMA efforts that she participated in at the ROMA/OGRA conference.
Verbal Update from Councillor Caul - provided a verbal update regarding Assisted Living Action Group and the Sister Betty Kennedy Centre.

7. Consent Agenda:

- 7.1 Designate a Loading/Unloading Zone in front of 515 Portage Avenue - Suds & Tubs - approval of this report will agree to the recommendation of the Planning & Development Executive Committee which directs the preparation of an amending by-law to by-law 21/14 to reflect the approved Loading/Unloading Zone at 515 Portage Avenue.
- 121 Caul - Ryan: 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, 7.9, 7.10, 7.11, 7.12 and 7.13.
- CARRIED
- 7.2 Policy Review - Critical Injury Reporting and Investigation (Policy 5.26)
- approval of this report will agree with the recommendation of the Planning & Development Executive Committee which accepts the policy revisions and directs the Human Resources Manager to implement the revised policy.
- 7.3 Janitorial Tender 16-CS-02 - Sister Kennedy Centre and FF Children's Complex
- approval of this report will agree to the recommendation of the Community Services Executive Committee to award the Sister Kennedy Centre and FF Children's Complex janitorial RFP to RAS Maintenance Services, having the lowest bid price for each facility of the submitted proposals and further that an appropriate by-law be enacted.
- 7.4 2016 Child Care Workers Wage Enhancement Application
- approval of this report will agree to the recommendation of the Community Services Executive Committee to approve the submission of the Provincial Child Care Wage Enhancement Grant (deadline March 31st).
- 7.5 GISbiz Request for Town's Geospatial Data in connection with Work in the Development of Work Order and Record Management System for Fort Frances Power Corporation (FFPC)
- approval of this report will agree with the recommendation from the Operations & Facilities Executive Committee to enter into a geospatial data license agreement with GISbiz where the Mayor and Clerk execute a by-law and be authorized to bind the Corporation of the Town of Fort Frances, and further that the fees be waived to GISbiz as this firm has been retained by FFPC to complete some advance GIS work.
- 7.6 January 2016 Drinking Water Systems Monthly Summary Report
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to accept the January 2016 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.
- 7.7 Rainy River District Music Festival Financial Request
- approval of this report will agree to the recommendation of the Administration &

Finance Executive Committee to authorize a donation of \$100.00 to the Rainy River District Music Festival Association's 76th Festival of the Performing Arts taking place in April 2016.

- 7.8 Mark McCaig OGRA/ROMA Conference Travel Expenses
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the claim in the total amount of \$654.40 as submitted by M. McCaig, CAO, for his attendance at the OGRA/ROMA Conference held in Toronto from February 21-24, 2016.
- 7.9 Heart of the Continent Partnership Financial Request
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to support the Heart of the Continent Partnership and approve Associate Partner dues in the amount of \$150.00.
- 7.10 93.1 The Border Advertising Request
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the 93.1 The Border request for March Break Safety Tips advertising and that no further action be taken.
- 7.11 BIA Commitment for Rainy Lake Market Square Project
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee which approves the BIA financial commitment toward the Rainy lake Hotel/Market Square Project and that an agreement with the BIA be brought forward.
- 7.12 Shaw Go WiFi Opportunity
- approval of this report will agree with the recommendation of the Administration & Finance Executive Committee which invites Ian Phillips, Shaw Government Relations Manager to make a presentation at the March 14, 2016 Council Meeting.
- 7.13 Boundary Waters Dragon Boat Festival Requests
- approval of this report will agree to the recommendations of the Administration & Finance Executive Committee as well as other Executive Committees as outlined in the report.

8. Administration and Finance Division:

- 8.1 Councillor Brunetta - OGRA/ROMA Conference Travel & Per Diem
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Travel Statement per diem and travel expense claim in the total amount of \$876.00 as submitted by Councillor Brunetta for her attendance at the OGRA/ROMA conference held in Toronto from February 21-24, 2016.
**Councillor Brunetta disclosed an interest in this item as the per diem and travel claim is hers.
- 8.2 Councillor Perry - OGRA/ROMA Conference Travel & Per Diem
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Travel Statement per diem and travel expense claim in the total amount of \$1007.45 as submitted by Councillor Perry for his attendance at the OGRA/ROMA conference held in Toronto from February 21-24, 2016.
**Councillor Perry disclosed an interest in this item as the per diem and travel claim is his.
- 8.3 Mayor Avis - OGRA/ROMA Conference Travel & Per Diem
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Travel Statement per diem and travel expense claim in the total amount of \$2319.38 as submitted by Mayor Avis for his

9. Operations and Facilities Division:

- 9.1 2015 Schedule 22 (Compliance) Summary Report for the Town's Drinking Water System - DWS #220000978 - Large Municipal Residential System
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee which ensures that Council accept the 2015 Schedule 22 Annual Summary Report and that a separate resolution be prepared, further that the 2015/2016 MOE Announced/Focused Inspection Report of the Town's water system be reviewed and accepted by Council, and further that staff be acknowledged for all their effort and hard work to ensure that all consumers connected to the Town's water system receive outstanding water.
- 9.2 TBT Engineering Request Permission for an MTO Contractor to Encroach on Mill Road (Highway 11) within Town Limits to Complete Some Asphalt Resurfacing Work
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee which ensures that the letter dated January 27, 2016 from Gary Thoms of TBT Engineering Ltd. was received with the following recommendations:
- That permission is granted to an MTO contractor to encroach on the portion of Mill Road (Highway 11) within the limits of Fort Frances to complete some asphalt resurfacing work.
 - And that a separate Council resolution be prepared.

10. General:

- 10.1 Fire Service E&R Draft By-law
- approval of this report will eventually introduce an appropriately worded by-law that will set a service level for the fire department. Currently no approval is required for this document, as it is for review and comment only.

11. Information:

- 11.1 Building Statistics - January 2016
Received.
- 11.2 Fort Frances Wastewater Treatment Facility - January 2016 Monthly Report
Received.
- 11.3 Senior Community Grant Program.
Received.

12. Non-agenda items - None.

13. ADJOURNMENT

- 13.1 The meeting adjourned at 7:48 p.m.

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

CARRIED

E. Slomke, Clerk