

REPORT

COMMITTEE OF THE WHOLE

April 25, 2016

A meeting of the Committee of the Whole of Council was held in the Committee Room on April 25th, 2016 from 5:30 p.m. to 7:40 p.m. and in Council Chambers from 7:50 p.m. to 8:00 p.m.

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

ALSO PRESENT: M. McCaig, Administrator (5:30 p.m. to 6:34 p.m., 7:02 p.m. to 7:40 p.m. and 7:50 p.m. to 8:00 p.m.), K. Lawson, Deputy Clerk, L. Witherspoon, Treasurer (7:50 p.m. to 8:00 p.m.), D. Brown, Manager Operations and Facilities (7:50 p.m. to 8:00 p.m.), J. Kabel, Manager. Community Services (7:50 p.m. to 8:00 p.m.), A. Petrin, Human Resources Manager (5:30 p.m. to 6:15 p.m., 6:32 p.m. to 7:00 p.m. and 7:50 p.m. to 8:00 p.m.), F. Sheppard, Fire Chief (5:30 p.m. to 6:32 p.m.), T. Rob, CBO/Interim Planner (7:19 p.m. to 7:40 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.

Tender 16-OF-07 award

3. Disclosure of pecuniary interest and the general nature thereof - None.

4. In-Camera:

4.1 Labour relations or employee negotiations: FFPFFA update

A. Petrin, Human Resources Manager and F. Sheppard, Fire Chief provided an update respecting the current FFPFFA negotiations.

4.2 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board: Service Agreement

F. Sheppard, Fire Chief provided an update respecting a service agreement. Council provided direction to Chief Sheppard.

4.3 Personal matters about an identifiable individual, including municipal or local board employees: Personnel Matter

A. Petrin was in attendance and provided an update to Council. This matter will be furthered at the May 9th meeting of Committee of the Whole Council.

137 Perry-Albanese: 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 4.3 Personnel Matter, Item 4.4 CAO recruitment update and Item 4.5 Succession Planning;

- 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 Huffman Subdivision Disposition;

- labour relations or employee negotiations; more specifically Item 4.1 FFPFFA update;

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, more specifically Item 4.2 Service Agreement.

CARRIED

4.4 Personal matters about an identifiable individual, including municipal or local board employees: CAO recruitment update

M. McCaig left the room while this item was discussed.

A verbal update was provided by the Human Resources Manager. Council directed him to prepare a pre-interview deliverable for candidates to provide further assessment.

- 4.5 Personal matters about an identifiable individual, including municipal or local board employees: Succession Planning
The Human Resources Manager, CAO and Mayor spoke to this matter.
- 4.6 A proposed or pending acquisition or disposition of land by the municipality or local board: Huffman Subdivision Disposition
T. Rob, CBO, Interim Planner was in attendance and provided additional information.
Direction was provided.

5. Public Session Resumes in Council Chambers:

6. Council Reports on Board & Committee Activity:

- 6.1 Verbal update from Mayor Avis - none provided.
Verbal update from Councillor Albanese - none provided.
Verbal update from Councillor Brunetta - a brief update on Dr. Recruitment was provided.
Verbal update from Councillor Caul - none provided.

7. Consent Agenda:

- 7.1 Cell Phone Use Policy
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize the proposed amendments to Policy 3.25 - Cell Phone Use.

- 138 Perry-Albanese: 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 and 7.12.

CARRIED

- 7.2 Health & Safety Enforcement and Discipline Policy
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize the proposed amendments to Policy 5.28 - Health and Safety Enforcement and Discipline.

- 7.3 Suggestion Awards Program Policy
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize the deletion and removal of Policy 3.14 - Suggestion Awards Policy.

- 7.4 POA Audited Statements for the year ending December 31, 2015
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize the acceptance of the Provincial Offences - Fort Frances Court Services Area Trust Fund audited financials for the year ended December 31, 2015.

- 7.5 OPP Office Lease Agreement Audited Statements for the year ending December 31, 2015
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize the acceptance of the OPP Office Lease Agreement audited financials for the year ended December 31, 2015.

- 7.6 Support Resolutions re: Ontario Municipal Board Simplified Process
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to send a letter providing Council's support for the resolutions put forward by the Town of Lakeshore and the Town of Aurora regarding the Ontario Municipal Board.

- 7.7 Award of RFP 16-PD-03 - A reputable Telecommunications firm for the replacement of the Telephone System in 8 Town Facilities
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to award the contract for the supply and installation of a new phone system and related network infrastructure to Teleco Landline of Thunder Bay for a total cost of \$197,900.00 plus the Town's portion of HST and further that an executing by-law be prepared.
- 7.8 March 2016 Drinking Water Systems Monthly Summary Report
- approval of this report will accept the March 2016 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.
** supporting documentation can be found on the Operation & Facilities Executive Committee agenda dated April 20, 2016.
- 7.9 Request from Asselin Transportation & Storage to Transfer Sanitary Sewage from New Gold Camp Site to our Sanitary Sewer Collection System for Treatment
- approval of this report will approve the recommendation of the Operations & Facilities Executive Committee to ensure that the rate per cubic meter of wastewater be set at \$18.33 where the user fee by-law is revised, and that only wastewater from holding tanks be authorized to be transferred and discharged into the gravity high flow section of the Sanitary Sewer collection system, and that each request is reviewed and approved by O&F division and further that administration prepare a letter of intent allowing wastewater from the New Gold Mine Camp be transferred into the Town's wastewater collection system.
- 7.10 Request from Liane Toriseva, JW Walker Teacher for In-Kind GIS Services
- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to provide assistance to Ms. Toriseva, JW Walker School Teacher to provide assistance and that her mapping data will be stored electronically by the Town and made available to other Teachers in the Community if requested, and further that the costs of preparing this GIS information be charged against the Council Public Relations budget.
- 7.11 Northwestern Hockey Camp Canada request
- approval of this report will agree with the recommendation of the Community Services Executive Committee to charge the Northwestern Hockey Camp Canada the rate of \$110.00/hour plus HST for their 2016 summer ice rental fee.
- 7.12 Museum Internship Positions
- approval of this report will agree to the recommendation of the Community Services Executive Committee to authorize the museum to proceed with the Student Internship Position with Sir Sanford Fleming College at no cost to the Town, and to endorse the application to the Northern Ontario Internship Program (NOIP) for a one-year intern position that will be funding 90% up to a maximum of \$31,500.00 as outlined in the report.

8. Information:

- 8.1 Notice of Decision (A1/2016) - 800 Scott Street
- 8.2 March 2016 Building Statistics
- 8.3 Operations & Facilities Division - Environmental Area - Operations Statistics (January, February and March 2016)
- 8.4 Fort Frances Wastewater Treatment Facility - March 2016 Monthly Report

8.6 General Fund, Water & Sewer Funds and Capital Fund Financial Statements as of March 31, 2016

8.7 Administration & Finance Department Stats (for period ending March 31, 2016)

9. Non-agenda items:

9.1 Award of Tender 16-OF-07 - Road Reconstruction, Watermain & Sewer Replacement Works. Council considered the report dated April 25th, 2016 from D. Brown, Manager Operations and Facilities and Correspondence dated April 25th, 2016 from Hatch, Mott MacDonald respecting this item.

10. ADJOURNMENT

10.1 The meeting adjourned at 8:00 p.m.

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

CARRIED

W. Brunetta, Chairperson

E. Slomke, Clerk