

REPORTCOMMITTEE OF THE  
WHOLEJuly 11, 2016

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on July 11, 2016 from 5:30 p.m. to 6:45 p.m.

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

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, A. Petrin, Human Resources Manager (5:30pm to 6:15pm), L. Witherspoon, Treasurer (5:30pm-5:31pm and 6:20pm-6:45pm), T. Rob (6:20pm-6:45pm).

**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 8.2 from this agenda as the per diem claim being considered is hers.

Councillor Perry disclosed an interest in Item 8.1 from this agenda as the per diem claim being considered is his.

Mayor Avis disclosed an interest in Item 10.1 from this agenda as the tender recommendation being considered awards the tender to his company.

**4. In-Camera:**

**4.1 Labour Relations or Employee Negotiations: CUPE**

A verbal summary was provided by the Human Resources Manager. Council provided direction.

**4.2 Identifiable Individual: SSAPC Review**

Council provided direction.

**4.3 Identifiable Individuals: Personnel Matter**

The CAO provided a verbal update.

163 Ryan - Caul: 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 4.2 SSAPC Review and Item 4.3 Personnel Matter
- labour relations or employee negotiations; more specifically Item 4.1 CUPE

CARRIED

**5. Public Session Resumes in Council Chambers at 6:20 p.m.**

**6. Council Reports on Board & Committee Activity:**

**6.1 Mayor Avis - Verbal Update provided related to Canada Day Activities and Market Square Funding Announcement.**

Councillor Albanese - Verbal Update provided related to the Volunteer Bureau and Smoke Free Award.

Councillor Brunetta - Verbal Update provided related to Rainy River District Municipal Association, Fort Frances Chamber of Commerce, Dr. Recruitment Committee and the Fort Frances Non-Profit Housing Corporation.

**7. Consent Agenda:**

- 7.1 Rural Ontario Municipal Association (ROMA) 2017 AGM & Annual Conference  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Mayor, CAO and one Councillor to attend both the ROMA Conference and the OGRA Conference for 2017 only and then evaluate the value of each conference to determine which is most effective to attend in 2018 and subsequent years.
- 164 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 and 7.8.
- CARRIED
- 7.2 Multi-Use/Tennis Court Committee Financial Request  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to deny further capital financial funds to cover the projected funding shortfall amount of \$57,994.00 as requested by the Committee. It is recommended that the Committee explore all options to reduce the overall project costs, to defer lighting or a portion of lighting to another year and to continue fundraising to reduce the project funding shortfall.
- Councillor Perry pulled this item from the consent agenda. A brief discussion took place.
- 7.3 Watten Volunteer Fire Department  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Watten Volunteer Fire Department donation request in the amount of \$300.00.
- 7.4 M. McCaig, CAO - Purchase Card Expense  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the expenses in the amount of \$270.53 as detailed in this report.
- 7.5 RFP for a Consolidated Municipal Financial System (RFP 16-AD-01)  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the proposal received from Diamond Software Inc. to supply and implement Diamond's comprehensive suite of municipal financial modules for 15 concurrent users in the amount of \$98,742.00 plus HST and to authorize the purchase of the recommended Microsoft SQL Server for the new municipal financial software system.
- 7.6 Drinking Water Quality Management System (DWQMS) - Management Review Meeting - Endorsement by Owners  
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to review the agenda package and minutes of the management review meeting held on June 20, 2016 and further that Council has reviewed and accepted the four action items as outlined in the report.  
(Supporting documentation is attached to the Operations & Facilities Executive Committee agenda for July 6)
- 7.7 Laneway Grading & Drainage Issues - 1234 First Street East (Letter dated June 5, 2016 from Mr. Haukaas)  
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee as outlined in the report.  
(Supporting documentation is attached to the Operations & Facilities Executive

- 7.8 Sister Kennedy Centre Policies: Standards & Discipline, Keys, Facility Use/Rental  
- approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse the three policies for use at the Sister Kennedy Centre.

**8. Administration and Finance Division:**

- 8.1 Councillor Perry - NOMA Executive Meeting Per Diem Claim  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee 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 June 22, 2016.

Councillor Perry disclosed an interest in this item as the per diem claim being considered is his. He did not speak to the item.

- 8.2 Councillor Brunetta - NOMA Executive Meeting Per Diem Claim  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem claim in the amount of \$150.00 as submitted by Councillor Brunetta for her attendance at a NOMA Executive meeting held in Thunder Bay on June 22, 2016.

Councillor Brunetta disclosed an interest in this item as the per diem claim being considered is hers. She did not speak to the item. Councillor Kitowski chaired.

**9. Planning and Development Division:**

- 9.1 Extension to the timing for completion of the Rainy Lake Market Square  
- approval of this report will direct Administration to extend the project deadlines with FedNOR and Northern Ontario Heritage Fund and further put on hold the design work currently being completed by Scatliff Miller Murray pending funder responses to extension request and wording discrepancy resolution.

**10. Operations and Facilities Division:**

- 10.1 Tender 16-OF-12 - Supply of 3/4 Ton Truck c/w 8 Foot Snowplow  
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to award the tender for the supply of one 3/4 ton truck c/w boss snow plow system less the trade in value of a 2007 Chev 3/4 truck c/w 1997 western snow plow to West End Motors at a total cost of \$45,200.00 (all taxes included).

Mayor Avis disclosed an interest in this item as the tender recommendation being considered was submitted by his company. He did not speak to the item.

- 10.2 Verbal Update on Capital Projects was provided by T. Rob, Manager of Operations & Facilities

**11. Information:**

- 11.1 Operations and Facilities Division - Environmental Area - Operations Statistics (May 2016)  
Received.

**12. Non-agenda items - None.**

**13. ADJOURNMENT**

13.1 The meeting adjourned at 6:45 p.m.

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

CARRIED

W. Brunetta, Chairperson

E. Slomke, Clerk