

REPORTCOMMITTEE OF THE
WHOLEApril 24, 2017

A meeting of the Committee of the Whole of Council was held in the Committee Room, on April 24, 2017 from 5:30 p.m. to 6:33 p.m. and in Council Chambers from 6:38 p.m. to 7:14 p.m.

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

ALSO PRESENT: D. Brown, CAO, K. Lawson, Deputy Clerk, L. Lindberg, Treasurer (5:30 p.m. to 5:31 p.m., 5:45 p.m. to 5:59 p.m. and 6:38 p.m. to 7:14 p.m.), J. Kabel, Manager Community Services (5:30 p.m. to 5:31 p.m. and 6:38 p.m. to 7:14 p.m.), T. Rob, Manager Operations and Facilities (5:30 p.m. to 5:31 p.m. and 6:38 p.m. to 7:14 p.m.).

1. Call to Order - 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, CAO - Personal matters about an identifiable individual, including municipal or local board employees.

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

4. In-Camera:

4.1 Personal matters about an identifiable individual, including municipal or local board employees: Succession Planning and Training.

A brief discussion took place. Direction was given to Administration.

4.2 Personal matters about an identifiable individual, including municipal or local board employees: Policy Update

- A brief discussion took place. Direction was given to defer this matter to a subsequent meeting to allow for additional information to be provided for Council's consideration.

4.3 Personal matters about an identifiable individual, including municipal or local board employees: Operational Change

- D. Brown, CAO provided information to Council. Direction was given to Administration.

226 Kitowski-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 Succession Planning and Training; item 4.2 Policy Update; item 4.3 Operational Change; and Non-Agenda In-Camera Item 4.4 Board Secretary Review.

CARRIED

4.4 Personal matters about an identifiable individual, including municipal or local board employees: Board Secretary Review.

- D. Brown, CAO provided a verbal statement to Council. Direction was given to Administration.

5. Public Session Resumes in Council Chambers at 6:38 p.m.

6. Council Reports on Board & Committee Activity:

- 6.1 Mayor Roy Avis - a verbal update was provided about the budget and the MPAC impact;
Councillor Doug Kitowski - no verbal update;
Councillor Ken Perry - no verbal update;
Councillor G. Paul Ryan - no verbal update.

7. Consent Agenda:

- 7.1 Volunteer Firefighter Employment Policy
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Volunteer Firefighter Employment Policy as presented.
- 7.2 Annual Review of Health and Safety Policy
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Town's Occupational Health & Safety Policy as presented.
- 7.3 Boundary Waters Dragon Boat Festival Requests.
- approval of this report will agree with the recommendations from the Administration and Finance Executive Committee which includes input from Planning and Development, Community Services and Operations and Facilities Executive Committees to approve the requests in the letter dated March 16, 2017 from the Boundary Waters Dragon Boat Festival Committee as outlined in the report.
- 7.4 Federation of Canadian Municipalities (FCM) Legal Defence Financial Request.
- approval of this report will agree with the recommendation from Administration and Finance Executive Committee to support the Federation of Canadian Municipalities (FCM) Legal Defence Fund request and authorize payment in the amount of \$206.67.
- 7.5 O.P.P. Office Lease Agreement Audited Statements for the year ending December 31st, 2016.
- approval of this report will agree with the recommendation of the Administration and Finance Executive Committee to authorize acceptance of the O.P.P. Office Lease Agreement audited financials for the year ended December 31st, 2016 and further authorize payment of the invoice for same in the amount of \$1,587.09.
- 7.6 P.O.A. Audited Statements for the year ending December 31, 2016.
- approval of this report will agree with the recommendation of the Administration and Finance Executive Committee to authorize acceptance of the Provincial Offences - Fort Frances Court Services Area Trust Fund audited financials for the year ended December 31st, 2016 and further authorize payment of the invoice for same in the amount of \$3,916.81.
- 7.7 Award Tender 17-PD-04 - Civic Centre, Public Works Building, Sunny Cove, Memorial Sports Centre and Children's Complex Capital Renovation Tender. (need fresh copy from Travis)
- approval of this report will agree with the recommendations of Operations and Facilities Executive Committee to ensure 1) that the reduced scope Tender 17-PD-04 be awarded to Quality Builders in the total amount of \$198,270.00 including contingency; 2) that Council allocate \$77,000.00 in matching funds from reserves to ensure funding is not lost from Trillium Funding for the replacement of the roof, a public access of barrier free washroom and barrier free entrance ramp at the Fort Frances Museum; and 3) further that a by-law be prepared authorizing Mayor and Clerk to execute an agreement on behalf of the Town of Fort Frances.

This item was pulled from consent agenda by Councillor Perry.

- 7.8 Municipal Access Agreement - Tbaytel Fiber Project.

- approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to 1) authorize entering into a Municipal Access Agreement with Tbaytel for installation of fiber within the Town of Fort Frances; 2) that the draft access agreement as provided by Tbaytel be reviewed by the Town Solicitor prior to execution; and 3) that a by-law be prepared authorizing Mayor and Clerk to execute the agreement on behalf of the Town of Fort Frances.

7.9 February 2017 Drinking Water Systems Monthly Summary Report.

- approval of this report will agree with the recommendation of the Operation and Facilities Executive Committee to accept the February 2017 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.

- 227 Kitowski-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, 7.8 and 7.9.

CARRIED

8. Operations and Facilities Division:

8.1 Award Tender 17-OF-05 - Rainy Lake Square, Scott Street and Civic Centre Paving Renewal.

A verbal update was provided by T. Rob, Manager Operations and Facilities.

9. General:

9.1 **2017 Preliminary Budget**

******** (Please bring with you the previously distributed 2017 April 17th Special Meeting of Committee of the Whole Agenda materials) ********

- 1) 2017 Operating Budget;
- 2) 2017 Capital Budget;
- 3) Tax Rates Using 2017 Tax Ratios vs 2017 Revenue Neutral Tax Ratios (*see additional materials*);
- 4) Reserve Funds (2016 and 2017)

L. Lindberg, Treasurer presented the materials previously distributed at the April 17th, 2017 Special Budget meeting. Council provided direction to Administration.

10. Information:

10.1 Fort Frances Fire & Rescue Service Statistics - (revised)

- 1) February 2017 Emergency Response Calls;
 - 2) First Quarter 2017 Report;
 - 3) March 2017 Report.
- received.

10.2 2017 General Fund - Budget vs Actual as at March 31st, 2017.

- received.

10.3 Water and Sewer Fund (Operating) Actuals to March 31st, 2017.

- received.

10.4 AMO Communication dated April 7, 2017 re: Plate Denial for Defaulted *Provincial Offences Act* (POA) Fines Begins May 1, 2017.

- received.

10.5 2017 Tonnage at the Landfill Site - updated April 10, 2017.

- received.

10.6 Aircraft Landings 2017 - updated as of April 10, 2017.
- received.

10.7 Fort Frances Wastewater Treatment Facility March 2017 Monthly Report.
- received.

10.8 Complaint Register - February & March 2017
- received.

11. Non-agenda items - None

12. ADJOURNMENT

12.1 The meeting adjourned at 7:14 p.m.

228 Ryan-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