

REPORT

COMMITTEE OF THE  
WHOLE

June 26, 2017

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on June 26, 2017 from 5:30 p.m. to 6:29 p.m. and from 6:58 p.m. to 7:53 p.m.

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

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, L. Lindberg, Treasurer (5:30-6:12, 7:06-7:16 and 7:22-7:53), T. Moffitt, Fire Chief (5:30-6:21), T. Rob, Manager of Operations & Facilities (5:30-6:12 and 7:22-7:53), J. Kabel, Manager of Community Services (5:30-6:12, 7:22-7:53), A. Petrin, Human Resources Manager (5:30-6:12 and 7:06-7:16), T. Dennis, CBO / Municipal Planner (7:22-7:53)

**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.**

11.1 Tourist Information Center

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

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

Councillor Brunetta disclosed an interest in Item 8.2 from this agenda as the per diem and travel expense claim being considered is hers.

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

4.1 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose: Potential Policy Implementation

- A verbal update was provided by the CAO, Human Resources Manager, Manager of Operations & Facilities, Manager of Community Services and the Fire Chief. A lengthy discussion took place. Council provided direction to the Human Resources Manager and the CAO to continue to collect pertinent information and bring updates to Council.

238 Brunetta - Perry: THAT Committee of the Whole of Council now meet in-camera in order to address a matter pertaining to:

- labour relations or employee negotiations; more specifically Item 4.3 Indemnity Benefits

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, more specifically Item 4.2 Property Matter

- the receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose, more specifically Item 4.1 Potential Policy Implementation

CARRIED

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

- A verbal update was provided by the CAO with additional input provided by the Fire Chief. A discussion took place.

This Committee of the Whole session was suspended at 6:29 p.m. with Council's approval.

This Committee of the Whole session reconvened at 6:58 p.m. with Council's approval.

- 4.3 Labour relations or employee negotiations: Indemnity Benefits.  
- A verbal summary was provided by the Human Resources Manager.

**5. Public Session Resumes in Council Chambers at 7:22 p.m.**

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

- 6.1 Mayor Avis - A verbal update regarding Canada Day was provided.  
Councillor Kitowski - No Verbal Update  
Councillor Perry - No Verbal Update  
Councillor Ryan - No Verbal Update

**7. Consent Agenda:**

- 7.1 Proposed Draft Fence By-law  
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to authorize the preparation of a Fence By-law for execution by the Clerk and Mayor.

This item was pulled from consent agenda by Councillor Perry. A brief discussion took place.

- 239 Brunetta - Perry: 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 and 7.11.

CARRIED

- 7.2 Deeming of Lots SM29 W 1/2 lot 62 and SM29 E 1/2 lot 62 (335 and 333 Third Street West  
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to authorize the properties known at Lots SM29 W 1/2 Lot 62 and SM29 E 1/2 Lot 62, to be deemed by authorizing the execution of the attached by-law, registering the By-law with Land Registry and sending notice to the Minister.
- 7.3 Residential Subdivision Development  
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee as outlined in the report.
- 7.4 Request for Reconsideration Minutes of Settlement (363 Church Street)  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Minutes of Settlement for property located at 363 Church Street in Fort Frances for the 2016 taxation year.
- 7.5 New Assessment Review Board (ARB) Rules of Practice & Procedure  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to appoint the Treasurer as the Municipal Appeal Representative and the CAO as the Municipal Complaint Representative for submission to the ARB before July 1, 2017.
- 7.6 Doug Brown, CAO - MPAC Strategic Planning Meeting Travel Expense  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the travel expense claim in the amount of \$17.00 as submitted by the CAO for his attendance at the above mentioned meeting held in Thunder Bay on June 13, 2017.
- 7.7 Drinking Water Quality Management System - Management Review  
- approval of this report will agree to the recommendation of the Operations & Facilities

- 7.8 Award Tender 17-OF-08 - Surface Treatment of Roadways at Various Locations  
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to award the tender to MSO Construction Ltd. and further that the Mayor and Clerk be authorized to execute the contract documents on behalf of the Corporation of the Town of Fort Frances.
- 7.9 Review of Four (4) Policies  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee as outlined in the report.
- 7.10 Sunset Water Sports Request  
- approval of this report will agree to the recommendation of the Community Services Executive Committee to authorize Sunset Water Sports to utilize the public docks and beaches surrounding the Town for the operation of their water sports business with the Town being named as an additional insured on their business insurance policy (\$2,000,000.00 liability).
- 7.11 Community Museum Operating Grant (CMOG) 2017  
- approval of this report will agree with the recommendation of the Community Services Executive Committee to authorize the submission of the 2017 Community Museum Operating Grant to the Ministry of Tourism, Culture and Sport.

**8. Administration and Finance Division:**

- 8.1 Councillor Perry - MPAC Strategic Planning and NOMA Board Meeting per diem & travel expense claim  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem and travel expense claim in the total amount of \$337.00 as submitted by Councillor Perry for his attendance at the above meetings held in Thunder Bay on June 13 & 14, 2017.
- 8.2 Councillor Brunetta - MPAC Strategic Planning and NOMA Board Meeting per diem & travel expense claim  
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem and travel expense claim in the total amount of \$337.00 as submitted by Councillor Brunetta for her attendance at the above meetings held in Thunder Bay on June 13 & 14, 2017.

**9. Operations and Facilities Division:**

- 9.1 A verbal update on Capital Projects was provided by T. Rob, Manager of Operations & Facilities.

**10. Information:**

- 10.1 RealTax Recovery Specialists Memo - Changes to Tax Registrations, Tax Sales and Payments Out of Court under Bill 68  
Received.
- 10.2 Capital Financial Statement for the first five months ending May 31, 2017  
Received.
- 10.3 General Fund Operating Summary for the first five months ending May 31, 2017  
Received.
- 10.4 Water and Sewer (Operating) for the first five months ending May 31, 2017

10.5 Fort Frances Wastewater Treatment Facility May 2017 Monthly Report  
Received.

10.6 Aircraft Statistics as of June 16, 2017  
Received.

10.7 2017 Tonnage at the Landfill Site - updated June 16, 2017  
Received.

10.8 Complaint Register - May 2017  
Received.

**11. Non-agenda items:**

11.1 Review of the Operations of the Tourist Information Center (TIC) in 2017 and Going Forward  
A verbal summary was provided by D. Brown, CAO and T. Drysdale, Consultant.  
- approval of this report will agree to the recommendations of Administration as outlined in the report.

**12. ADJOURNMENT**

12.1 The meeting adjourned at 7:53 p.m.

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

CARRIED

J. Caul, Chairperson

E. Slomke, Clerk