

REPORT

COMMITTEE OF THE
WHOLE

August 21, 2017

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on August 21, 2017 from 5:00 p.m. to 6:15 p.m.

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

ALSO PRESENT: D. Brown, CAO (5:00-5:01, 5:12-6:15), E. Slomke, Clerk, T. Moffitt, Fire Chief/CEMC (5:00-5:01, 5:26-6:15), A. Petrin, Human Resources Manager (5:00-5:12), L. Lindberg, Treasurer (5:00-5:01, 5:26-6:15), T. Dennis, CBO/Planner (5:00-5:01 and 5:26-6:15)

1. Call to Order at 5:00 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.

Mayor Avis disclosed an interest in Item 7.12 from this agenda as he has financial interest in two of the properties being considered.

4. In-Camera:

4.1 Personal matters about an identifiable individual, including municipal or local board employees: Performance Appraisal
The Human Resources Manager provided a verbal update. Direction was provided by Council.

- 244 Albanese - Brunetta: 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 Performance Appraisal
 - 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 4.2 Purchase Town Right of Way

CARRIED

4.2 A proposed or pending acquisition or disposition of land by the municipality or local board: Purchase Town Right of Way
The Clerk provided a verbal summary. Council provided support in principle for the project to move forward and referred the matter to the Planning & Development Executive Committee for further recommendation.

5. Public Session Resumes in Council Chambers at 5:26 p.m.

6. Council Reports on Board & Committee Activity:

- 6.1 Mayor Roy Avis - A Verbal Update was provided regarding the AMO conference and recent tree removal in Fort Frances.
Councillor Doug Kitowski - No Verbal Update
Councillor Ken Perry - No Verbal Update
Councillor G. Paul Ryan - A Verbal Update was provided on the AMO conference.

7. Consent Agenda:

- 7.1 Sister Kennedy Centre Request to Suspend Calendar Parking in the 400 & 500 Blocks of Nelson Street (October 6, 2017)
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to waive Calendar Parking in the 400 & 500 Blocks of Nelson Street during the Seniors' Fair being held October 6, 2017 from 9:00am to 3:00pm.

245 Albanese - Brunetta: 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~~, 7.13, 7.14, 7.15, 7.16, 7.17, 7.18, 7.19, 7.20 and 7.21.

CARRIED

- 7.2 Deeming of Properties at 740 Sixth Street West and 730 Sixth Street West (Plan 48M353 Lots 34&33)
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee which will complete the application process and allow a By-law be created for property deeming.
- 7.3 Official Plan Amendment and Zoning By-law Amendment for 605 McIrvine Road
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee and Committee of Adjustment to allow adoption by Council for a Site Specific Policy to the Official Plan Section 4.2.2 which allows Employment as well as Institutional designation and further change the Zoning designation from Enterprise to Institutional at 605 McIrvine Road.

This item was pulled by Councillor Kitowski and a brief discussion took place.

- 7.4 Request for Water Well Installation - Church of the Holy Spirit
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to allow a certified drilled well to be permitted at 1408 Eighth Street for development of the property, further if the Town installs water service on Eighth Street prior to development, the owner must abide by the Official Plan and connect to domestic water supply available from the Town of Fort Frances.
- 7.5 Residential Property Review and Future Residential Development Planning
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to proceed with tendering of the Erin Crescent subdivision which would place the sewer and water in the ground fall of 2017, site services to be installed in 2018 construction season and completion of curbing and paving the fall of 2018.

This item was pulled by Mayor Avis and a brief discussion took place.

- 7.6 Volunteer Firefighter Employment Policy
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to revise and approve the Corporation's Volunteer Firefighter Employment Policy as attached.
- 7.7 Modernizing Ontario's Municipal Legislation (Bill 68)
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to proceed with the preparation of a draft 'Code of Conduct' and further inquire with other regional municipalities in regard to a joint RFP to source an Integrity Commissioner.
- 7.8 Amendment to Existing Employee Communication Policy 3.9
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to delete this policy.

7.9 Kiwanis Skate Park Brick Donation - B. Godin

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to place an acknowledgement of the generous contributions to the Skate Park at the arena.

7.10 D. Brown, CAO - Purchase Card Expenses

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the purchase card expenses in the total amount of \$100.57 as submitted by D. Brown, CAO for his attendance at a litigation meeting held on June 19 & 20, 2017 in Thunder Bay.

7.11 D. Brown, CAO - Northwestern Ontario CAO's Group 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 \$160.07 as submitted by D. Brown, CAO for his attendance at the Northwestern Ontario CAO's Group meeting with MPAC and the Ministry of Municipal Affairs in Thunder Bay.

7.12 Request for Reconsideration - Minutes of Settlement

(600 Kings Hwy, 620 Kings Hwy, 363 Church Street, 942 Crowe Avenue, 504 Armit Avenue, Williams Avenue)

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the minutes of settlement for the above properties for the 2017 taxation year and the 2014/2015 taxation years as listed in the report.

This item was pulled by Mayor Avis who declared a conflict of interest on the matter as he has financial interest in two of the properties listed above.

7.13 Amended Property Assessment

(1721 Kings Hwy, 1700 Kings Hwy and 335 Scott Street)

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Amended Property Assessment Notice for properties listed above for the 2017 Taxation year.

7.14 Amended Property Assessment Notice & Minutes of Settlement

(Pit Road No. 2 2016/2017 and 1533 Kings Hwy 2016)

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Amended Property Assessment Notice for property listed above for the 2016 & 2017 taxation years and to receive the Minutes of Settlement for property listed above for the 2016 taxation year due to prior year consolidation.

7.15 Easement Agreement with Alberton for provision of sewer and water to 45 Oakwood Road

- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to approve the easement agreement between the Town of Fort Frances and Township of Alberton and further that executed documents are brought forward to Council with appropriate authorizing by-law to be executed by the Mayor and Clerk on behalf of the Corporation.

7.16 Annual Energy Consumption Report

- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to accept and make available the report to the public and further that the Town's Energy Conservation and Demand Management Plan be updated as outlined in the report.

7.17 2018 Intake of the Ontario Community Infrastructure Fund (OCIF)

- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to select the reconstruction of 8th Street East from Minnie Avenue

to Mill Road for application to the 2018 intake of OCIF and further that the application be completed and submitted prior to the September 27, 2017 deadline.

- 7.18 June 2017 Drinking Water Systems Monthly Summary Report
 - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to accept the June 2017 report prior to it being made available to the general public.
- 7.19 Removal of Traffic Control Signals - 2017 Budgetary Cost Reducing Strategy - Report 2
 - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to approve the unbudgeted expense of \$52,000.00 to purchase a new controller set complete with Pedestrian Signal APS to meet Accessibility requirements and video detection for the intersection of Keating Avenue and Kings Highway as a pilot in 2017 and further that the replacement of six additional controllers be brought forward to the 2018 Capital Budget.
- 7.20 Healthier Beverage Choices Policy - Memorial Sports Centre
 - approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse the attached policy for the Memorial Sports Centre regarding Healthier Beverage Choices in vending machines as proposed by the North Western Health Unit.
- 7.21 Awarding Memorial Sports Center Canteen RFP
 - approval of this report will agree to the recommendation of the Community Services Executive Committee to enter into an agreement with Wasaw Enterprises for the purposes of providing canteen services in the Memorial Sports Centre from September 1, 2017 to June 30, 2019 as attached with the option to renew for an additional two year term, further that an authorizing by-law be prepared and brought forward at the next Council meeting.

8. Operations and Facilities Division:

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

9. Information:

- 9.1 By-law Activities 2nd Quarter Report
Received.
- 9.2 Fire & Rescue Services - June 2017 Activity Report
Received.
- 9.3 Capital Financial Statements as of July 31, 2017
General Fund (Operating) summary as of July 31, 2017
Water and Sewer Fund (Operating) summary as of July 31, 2017
Received.
- 9.4 2017 Capital Budget vs Actual Financial Statement as of June 30, 2017
Received.
- 9.5 Tonnage at Landfill Site as of July 31, 2017
Received.
- 9.6 Sewer & Water Data as of July 31, 2017
Received.
- 9.7 Operations & Facilities Division - Environmental Area - Operations Statistics (May

9.8 Fort Frances Wastewater Treatment Facility - June 2017 Monthly Report
Received.

9.9 Building Statistics - July 2017
Received.

9.10 Community Services 2017 Mid-Year Budget
Received.

9.11 Complaint Register - June 2017
Received.

10. Non-agenda items - None.

11. ADJOURNMENT

11.1 The meeting adjourned at 6:15 p.m.

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

CARRIED

K. Perry, Chairperson

E. Slomke, Clerk