

REPORT

COMMITTEE OF THE
WHOLE

November 14, 2017

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on November 14, 2017 from 5:30 p.m. to 6:05 p.m.

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

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, T. Rob, Manager of Operations & Facilities (5:30-5:31 and 5:45-6:05), D. Galusha, Deputy Treasurer (5:30-5:31 and 5:45-6:05), A. Petrin, Human Resources Manager (5:45-6:00) and T. Moffit, Fire Chief/CEMC (5:45-6:05).

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 - None.

4. In-Camera:

4.1 30th Annual Citizen of the Year - approval of this report will endorse the Citizen of the Year Committee's recommendation.

A brief discussion took place from 5:31 to 5:33pm. The CAO and Clerk were present.

265 Ryan - Kitowski: 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 Citizen of the Year Nominee and Item 4.2 Board Secretary.

CARRIED

4.2 Personal matters about an identifiable individual, including municipal or local board employees - Board Secretary - approval of this report will agree to the actions outlined in the report.

A brief discussion took place from 5:33-5:35pm. The CAO and Clerk were present.

5. Public Session Resumes in Council Chambers at 5:45 p.m.

6. Council Reports on Board & Committee Activity:

6.1 Mayor Roy Avis - Absent
Councillor John Albanese - No Verbal Update
Councillor Wendy Brunetta - No Verbal Update
Councillor June Caul - A Verbal Update regarding the 'Shine the Light' woman abuse campaign and various options for additional support for Seniors.

7. Consent Agenda:

7.1 Doug 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 expense in the total amount of \$56.04 as submitted by D. Brown, CAO for his attendance at the Northern Ontario Municipal Association conference held on September 19-22, 2017 in Thunder Bay,

- 266 Ryan - Kitowski: 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 Amended Property Assessment Notices
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Amended Property Assessment Notices for properties located at 535 Riverview Drive, 414 Scott Street, 1018 First Street East and 1020 First Street East in Fort Frances.
- 7.3 Fort Frances Non-Profit Innovative Homes Inc.
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize the dissolution of the Fort Frances Innovative Homes Inc. and that the Treasurer be identified as who will have custody of the Corporate documents and records for six years after the dissolution date.
- 7.4 Upcoming Committee & Council Meeting Dates for 2018
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to proceed with the meeting dates as listed in this report.
- 7.5 Part 2 of Modernizing Ontario's Municipal Legislation Act (Bill 68)
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive this report and agree with the recommendations from the Clerk, further that work on amendments to the Procedural By-law be undertaken to be in effect by January 1, 2018.
- 7.6 iCompass - New Modules (CivicWeb Portal and Board Manager)
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to proceed with executing an updated agreement with iCompass which will include two new modules, further that the Mayor and Clerk are hereby authorized to execute said agreement.
- 7.7 Emergency Evacuation Centres Backup Power Initiative
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee which endorses the Fire Chief / CEMC to proceed with contacting key community partners related to having input in establishing Backup Power and Infrastructure at two Emergency Evacuation Centre(s) as well as at any other possible alternative sites.
- 7.8 Amendment to the Cemetery Fees Listed in the 2017 User Fee By-law 55/16
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to revise the correct rates for lot purchases as well as columbarium niches and further that those who over paid in 2017 will be refunded the difference.
- 7.9 Airport Property - Land Lease Private Aircraft Hangars
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure renewal of the hangar lot lease rate with 427112 Ontario Limited (Sky North Air) at \$1.79 per square meter for the next five years and that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the Corporation.
- 7.10 Request from Royal Canadian Legion - Maintenance Services for the lane along the Legion
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that a maintenance agreement be drafted by the Town's Solicitor and presented to the Legion for the maintenance of the lane along the East side

7.11 Management / Non-Union Benefits Policy

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Town's Management / Non-Union Benefits Policy as attached.

8. Administration and Finance Division:

8.1 June 2014 Flood Event - ODRAP Audited Statement and Invoice

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to accept the Ontario Disaster Relief Assistance Program audited report prepared by BDO Canada LLP for the period of June 10, 2014 to December 31, 2016, approve the payment of the invoice in the amount of \$5,390.10 inclusive of HST and that a request be forwarded to the Ministry of Municipal Affairs and Housing for reimbursement of said audit costs. Further that the Municipal Claim Forms 1-5 dated October 30, 2017 signed by the Treasurer be approved.

8.2 Termination of the June 12, 2014 Declared Emergency

- approval of this report will agree to the recommendation of the Fire Chief/CEMC to bring forward a resolution to terminate the declared emergency in the Town of Fort Frances in accordance with the Emergency Management and Civic Protection Act, R.S.O. 1990, and to have Mayor Avis complete a Termination of Emergency document, which will be faxed to the Provincial Emergency Operations Centre Duty Officer upon completion.

8.3 Appeal Minutes of Settlement re: 375 Scott Street (2013-2016)

- approval of this report will agree to the recommendation from Administration to approve the CAO to sign the Appeal Minutes of Settlement as received for the 2013, 2014, 2015 and 2016 taxation years for property located at 375 Scott Street.

9. Operations and Facilities Division:

9.1 T. Rob, Manager of Operations & Facilities provided his final verbal update on Capital Projects for 2018.

10. General:

10.1 2018 User Fees

- Planning & Development Division
- Administration & Finance Division
- Fort Frances Fire & Rescue Services
- Community Services Division
- Operations & Facilities Division
- approval of these reports will agree to the recommendations of the various Executive Committees to approve the 2018 User Fees as presented and further that an authorizing by-law be brought forward.

11. Information:

11.1 Fort Frances Fire & Rescue Service - September and October 2017 Reports Received.

11.2 General Fund (Operating) Summary for the period ending October 31, 2017 Received.

11.3 Water & Sewer Fund (Operating) for period ending October 31, 2017 Received.

11.4 Complaint Register - October 2017
Received.

12. Non-agenda items - None.

13. ADJOURNMENT

13.1 The meeting adjourned at 6:05 p.m.

267 Ryan - Kitowski: 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