

REPORTCOMMITTEE OF THE
WHOLEDecember 11, 2017

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers on December 11, 2017 from 5:30 p.m. to 6:46 p.m. and 6:54 p.m. to 7:15 p.m.

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

ALSO PRESENT: D. Brown, CAO, K. Lawson, Deputy Clerk, L. Lindberg (5:30 p.m. to 5:31 p.m. and 6:54 p.m. to 7:15 p.m.), Treasurer, D. Galusha, Deputy Treasurer (5:30 p.m. to 5:31 p.m., 6:15 p.m. to 6:46 p.m. and 6:54 p.m. to 7:15 p.m.), T. Rob, Manager Operations and Facilities (5:30 p.m. to 5:31 p.m. and 6:54 p.m. to 7:15 p.m.), J. Kabel, Manager Community Services (5:30 p.m. to 6:46 p.m. and 6:54 p.m. to 7:15 p.m.), A. Petrin, Human Resources Manager (5:30 p.m. to 6:46 p.m.)

1. Call to Order

2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.

2.1 Non-Agenda In-Camera Item:
Staffing Matters Report

2.2 Non-Agenda In-Camera Item:
A verbal update on the HR Management Position.

3. Disclosure of pecuniary interest and the general nature thereof. - None.

4. In-Camera:

4.1 Non-Agenda In-Camera Item:
Staffing Matters Report was introduced by D. Brown, CAO. J. Kabel, Manager of Community Services and A. Petrin, Human Resources Manager were in attendance. Council provided direction.

4.2 Non-Agenda In-Camera Item:
A verbal update on the HR Management Position was introduced by D. Brown. J. Kabel, Manager Community Services and D. Galusha, Deputy Treasurer were in attendance. Council provided direction.

272 Caul-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 2.1 Staffing Matters; labour relations or employee negotiations; more specifically item 2.2 Human Resources Manager position and the receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose, more specifically item 2.1 Staffing Matters.

CARRIED

5. Council Reports on Board & Committee Activity:

Public Session Resumes in Council Chambers: 6:54 p.m.

5.1 Mayor Roy Avis - No Update.
Councillor John Albanese - No Update
Councillor Wendy Brunetta - No Update

Councillor June Caul - provided a verbal update on the Age Friendly Committee activities and the Community Christmas Dinner.

6. Consent Agenda:

- 6.1 Municipal Emergency Plan Update and Amending By-Law.
- Council approval of this report will agree with the recommendation of the Administration and Finance Committee to make necessary amendments and housekeeping changes to the current Municipal Emergency Plan to ensure compliance with the Emergency Management and Civil Protection Act (EMPCA) as laid out in this report and further that an amending by-law be prepared.
- 273 Kitowski-Caul: THAT the matters listed on the Consent Agenda be referred to the Consent Agenda for the Regular Meeting of Council later tonight being items # 6.1, ~~6.2~~, ~~6.3~~, ~~6.4~~, 6.5, 6.6, 6.7, 6.8, 6.9, 6.10, ~~6.11~~ and ~~6.12~~, 6.13, 6.14 AND 6.15
- CARRIED
- 6.2 Designate a Private Parking Space in front of H&R Block.
- Council approval of this report will agree with the recommendation of the Planning and Development Executive Committee to 1) approve a Private Parking Space in front of H & R Block; 2) instill a moratorium on any other requests for parking in the BIA area until further review by Administration and the Planning and Development Executive Committee and further that an amending by-law be prepared.
- 6.3 Designate a Handicap Parking Zone in the 300 BLK of Scott Street.
- Council approval of this report will agree with the recommendation of the Planning and Development Executive Committee to approve a Handicap Parking Zone for Service Canada in the old bus stop as laid out in this report and further that an amending by-law be prepared.
- 6.4 Provision of Janitorial Services in the Museum, Children's Complex, Library, Public Works, Civic Centre, Sister Kennedy Centre.
- Council approval of this report will agree to the recommendation of the Planning and Development Executive Committee to award Tender 13-RD-17 - 3 Year Janitorial Tender for Fort Frances Museum, Children's Complex, Library, Public Works, Sister Kennedy Centre and Civic Centre to RAS Maintenance, Nicolson Janitorial Services, S&A Cleaners and Marianne Hellsoe commencing January 1, 2018 under Scenario #3 as outlined in this report and further that an authorizing by-law be prepared.
- 6.5 B93.1 the Border (CFOB Fort Frances) Christmas Advertising Request.
- Council approval of this report will agree with the recommendation of the Administration and Finance Executive Committee to approve the purchase of twenty-six 15 second Holiday Greeting ads to be aired on B93.1 The Border from December 19 to 31, 2017 at a cost of \$249.00 plus HST.
- 6.6 Volunteer Bureau Community Christmas Dinner Financial Request.
- Council approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve a donation in the amount of \$100.00 to the Volunteer Bureau for the 2017 Christmas Dinner to be held at the Knox United Church.
- 6.7 Letter Regarding Snow Removal on Scott Street.
- Council approval of this report will agree with the recommendation of Administration and the Operations and Facilities Executive Committee that:
1) no changes be made to the winter control policy for snow removal in the downtown core; 2) a letter be sent to downtown property owners reminding them of their responsibilities regarding snow removal; and 3) that By-Law 181 Respecting Removing Snow on Sidewalks be reviewed.
- 6.8 Request from Police Services Board re: Staffing at the Point Park.

- Council approval of this report will agree with the recommendation of Administration and the Operations and Facilities Executive Committee that the Point Park Office not be reopened for the summer months to monitor activities of vandalism, drug and alcohol use in the park.

6.9 November 2017 Drinking Water Systems Monthly Summary Report.

- Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to accept the November 2017 report prior to it being made available to the general public.

6.10 Request from the Fort Frances Legion Branch 29 - Cross Walk at Church Street and Veteran Avenue.

- Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to ensure that the pavement markings are brought into conformance with the Ontario Traffic Manual in the summer of 2018 and that no further action is taken.

6.11 Request to Utilize the Point Park for a Training Exercise.

- Council approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to ensure that 1) the use of the Point Park be granted for the purpose of a training exercise by the 116th Independent Field Battery from January 26th to 28th, 2018; 2) that the office building be made available for a public display and information including power; 3) that Mayor and Clerk be authorized to enter into a land use agreement for the purposes of this exercise on behalf of the corporation.

6.12 Sister Kennedy Centre Name Change.

- Council approval of this report will agree with the recommendation of the Community Services Executive Committee to endorse changing the name of the Sister Kennedy Centre to the Fort Frances Seniors Centre and further that Sister Betty Kennedy be recognized for her contributions with a dedicated memory wall named in her honour located inside the facility.

6.13 Student Wages - Community Services Division.

- Council approval of this report will agree with the recommendations of the Community Services Executive Committee to endorse the revised 2018 Community Services student wage rates as outlined in this report.

6.14 Museum Intern Funding Agreement - NOHFC.

- Council approval of this report will agree with the recommendation of the Community Services Executive Committee to authorize the Museum to proceed with the Northern Ontario Heritage Fund Corporation (NOHFC) agreement to hire a Museum intern for one year which will be funded 90% up to a maximum of \$31,449.60 with the cost to the Museum in 2018 estimated at approximately \$10,520.00 and further that an authorizing by-law be prepared.

6.15 2017 Provincial Child Care Wage Enhancement Agreement - RRDSSASB

- Council approval of this report will agree with the recommendation of the Community Services Executive Committee to endorse entering into an agreement for the 2017 Provincial Wage Enhancement Agreement with the Rainy River District Social Services Administration Board to be executed by Mayor and Clerk and further that an authorizing by-law be prepared.

7. General: - Nothing identified

8. Information:

8.1 Aircraft Landing and Fuel Sales Statistics 2017 as of December 4, 2017.

- received.

- 8.2 Operations and Facilities Division - Environmental Area - Operations Statistics for the month ending September 2017.
- received.
- 8.3 Building Department - Statistics Canada Report for the period November 1, 2017 to November 30, 2017.
- received.
- 8.4 Fort Frances High School Hockey Academy - Lockers Installed at Memorial Sports Centre.
- received.
- 8.5 Town of Fort Frances General Fund (Operating) Summary for the Eleven Months Ending November 30th, 2017.
- received.
- 8.6 Town of Fort Frances Water and Sewer fund (Operating) Summary for the Eleven Months Ending November 30th, 2017.
- received.

9. ADJOURNMENT

- 9.1 The meeting adjourned at 7:15 p.m.

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

CARRIED

K. Perry, Chairperson

K. Lawson, Deputy-Clerk