

REPORT

COMMITTEE OF THE
WHOLE

February 12, 2018

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on February 12, 2018 from 5:30 p.m. to 6:22 p.m.

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

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, T. Rob, Manager of Operations & Facilities (5:30-5:31 and 6:02-6:22), J. Kabel, Manager of Community Services (5:30-5:31 and 6:02-6:22), L. Lindberg, Treasurer (5:30-5:31 and 6:02-6:22), T. Drysdale, Consultant (5:54-5:56).

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.

Councillor Ryan disclosed an interest in Item 8.3 as the matter being considered is his per diem claim. He did not speak to the matter.

Councillor Caul disclosed an interest in Item 8.5 as the matter being considered is her travel and per diem claim. She did not speak to the matter.

Councillor Perry disclosed an interest in Item 8.2 as the matter being considered is his per diem claim. He did not speak to the matter.

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

4.1 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose: Lawsuit update
Robert Morgan, Solicitor and D. Brown, CAO provided a verbal update.

282 Caul - 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 4.2 Insurance Issue
- a proposed or pending acquisition or disposition of land by the municipality or local board; more specifically Item 4.3 Industrial Park Land Sale
- advice that is subject to solicitor/client privilege, including communications necessary for that purpose; more specifically Item 4.1 Lawsuit Update

CARRIED

4.2 Personal matters about an identifiable individual, including municipal or local board employees: Insurance Issue
The CAO provided a verbal update. Council will consider a resolution in tonight's Council meeting.

4.3 A proposed or pending acquisition or disposition of land by the municipality or local board: Industrial Park Land Sale
The Clerk provided a verbal update. Council will consider a resolution in tonight's Council meeting.

5. Public Session Resumes in Council Chambers at 6:02 p.m.

6. Council Reports on Board & Committee Activity:

- 6.1 Councillor John - No Verbal Update
Councillor Wendy Brunetta -Absent
Councillor June Caul - A verbal update regarding the Women in Politics session, Sister Kennedy Centre and Library was provided.

7. Consent Agenda:

- 7.1 Wood Burning Smoke Health Hazards
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to receive the reports and deputation as information and take no further action.
- 283 Ryan - Caul: 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 and ~~7.18~~.
CARRIED
- 7.2 Traffic Control By-law (Loading Zone & Parking Rental Stall Rates)
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to approve the rates as presented in this report, direct administration to make appropriate changes to the User Fee By-law for signing by the Mayor and Clerk, further that administration will update signage and machine rates accordingly.
- 7.3 Taxi Tariff Rate Increase Request Letter
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to approve tariff rate increases as outlined in the report and further direct that by-law 42/14 be amended to reflect the new rate schedule.
- 7.4 Northwestern Ontario Sports Hall of Fame Membership Request
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the payment of a Business/Organization Membership Fee for 2018 in the amount of \$60.00.
- 7.5 POA Tickets/Fines Laid on Couchiching First Nation
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the letter from Couchiching First Nations with regards to obtaining funds from tickets/fines given on the reserve as the Town has no authority to entertain changes to the agreement with the Attorney General and partner municipalities enacted for the transfer of POA Court services.
- 7.6 Amended Property Assessment Notice re: 1167 River Road W. (2017)
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Amended Property Assessment Notice for property located at 1167 River Road W. in Fort Frances for the 2017 taxation year.
- 7.7 D. Brown ROMA Conference 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 \$210.06 as submitted by D. Brown, CAO for his travel and attendance at the ROMA Conference held in Toronto, ON January 21-23, 2018.
- 7.8 POA Write-off Request
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the write-off of 2011 POA accounts receivable in the amount of \$36,333.48 for accounting purposes. This does not absolve a convicted offender from the requirement to pay a fine as debts to the Crown are owed in perpetuity and never forgiven.

- 7.9 2018 Interim Tax Levy By-law - Due Date Change
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize the amendment of By-law 02/18 second instalment date to March 29, 2018.
- 7.10 Land Sales Contributions to Reserve Funds
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the allocation of the 2014, 2015 and 2017 land sales revenue as Contributions to Reserve Funds in the total amount of \$289,850.00 for the December 31, 2017 year end as listed in this report.
- 7.11 December 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 December 2017 report prior to it being made available to the general public.
- 7.12 Review of Sidewalk Snow Removal By-law
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to accept the Draft By-law "The Snow Removal By-law", direct staff to bring forward at the next Council meeting said by-law which will repeal By-law 181, and further apply to Ministry of the Attorney General for short form wording to simplify the enforcement and levying of fines in respect to this by-law.
- This item was pulled by Councillor Perry. Council agreed to send this back to Committee for further consideration.
- 7.13 Tbaytel Public Wi-Fi Signage - Rainy Lake Square
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to receive this report as information only.
- 7.14 Request from EDAC to review Sewer & Water Infrastructure Installation Costs
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that the costs for the installation of sewer and water services remain a cost-plus model.
- This item was pulled by Councillor Perry.
- 7.15 Airport Property - Land Lease Private Aircraft Hangars
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that Council renews the hangar lot lease rate with Doug Macdonald at \$1.80 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 organization.
- 7.16 Request to use Rainy Lake Square for SnOasis 6 events - March 3, 2018
- approval of this report will agree to the recommendation of the Community Services Executive Committee to use Rainy Lake Square for the SnOasis 6 Winter Carnival on Saturday March 3, 2018, and to further allow Friends of the Museum to close the back alley immediately behind the Rainy Lake Square until 2:30 p.m.
- 7.17 Request to offer an internship to a foreign student
- approval of this report will agree to the recommendation of the Community Services Executive Committee to allow the museum to offer an unpaid internship to foreign student, Daan Strating after successful clearance from the Government of Canada - Immigration and Citizenship and positive reference.
- 7.18 North Air Services Dial-a-Ride User Fee Increase Request
- approval of this report will agree to the recommendation of the Community Services

Executive Committee and Planning & Development Executive Committee which will sanction an increase to the Dial-a-Ride user fees effective February 13, 2018 as follows:

- 1) Adult Fee increase \$0.25, from \$2.50 to \$2.75
- 2) Child Fee increase \$0.25, from \$1.25 to \$1.50

This item was pulled by Councillor Caul. A brief discussion took place.

8. Administration and Finance Division:

8.1 Appointment of Auditors

- approval of this report will agree to the recommendation of Administration that BDO Canada LLP be appointed as auditors for the Town of Fort Frances for a five-year term ending December 31, 2022.

8.2 Councillor Ken Perry - RRDMA Annual General Meeting Per Diem

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem claim in the total amount of \$160.00 as submitted by Councillor Ken Perry for his attendance at the RRDMA Annual General Meeting on January 13, 2018 held in Fort Frances.

Councillor Kitowski chaired during the consideration of Item 8.2 as Deputy Mayor Perry disclosed an interest as the per diem claim being considered is his.

8.3 Councillor Paul Ryan - RRDMA Annual General Meeting Per Diem

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem claim in the amount of \$160.00 as submitted by Councillor Ryan for his attendance at the RRDMA Annual General Meeting on January 13, 2018 held in Fort Frances.

Councillor Ryan disclosed an interest in Item 8.3 as the per diem claim being considered is his.

8.4 Mayor Roy Avis - RRDMA Annual General Meeting Per Diem

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem claim in the amount of \$160.00 as submitted by Mayor Avis for his attendance at the RRDMA Annual General Meeting on January 13, 2018 held in Fort Frances.

8.5 Councillor June Caul - ROMA Conference Travel & Per Diem Claim

- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the travel expense and per diem claims in the amount of \$1049.16 as submitted by Councillor Caul for her attendance at the ROMA Conference in Toronto, ON from January 21-23, 2018.

Councillor Caul disclosed an interest in Item 8.5 as the travel and per diem claims being considered is hers.

8.6 Award RFP 17-AF-14 - The Review and Update Pay Equity Plans for Union & Management/Non-Union Groups

- approval of this report will ensure that the RFP be awarded to Equity & More out of Thunder Bay at a total estimated cost of \$43,731.00 (all taxes included) as outlined in their revised proposal dated January 13, 2018, 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.

9. Information:

9.1 Building Statistics - January 2018 Received.

- 9.2 Fort Frances Fire and Rescue Services - December 2017 Report Received.
- 9.3 Fort Frances Fire and Rescue Services - 2017 Annual Report Received.
- 9.4 Fort Frances Wastewater Treatment Facility monthly reports (November 2017 and December 2017) Received.
- 9.5 Operations & Facilities Division - Environmental Area - Operations Statistics (October 2017, November 2017 and December 2017) Received.
- 9.6 Operations & Facilities Division - Public Works Area - Operations Statistics (September 2017 and October 2017) Received.
- 9.7 Aircraft Landings and Fuel Sales as of January 16, 2018 Received.
- 9.8 Sewer and Water Data for 2017 Received.
- 9.9 Tonnage at Landfill Site updated December 15, 2017 Received.
- 9.10 Complaint Register - December 2017 Received.

10. Non-agenda items - None.

11. ADJOURNMENT

- 11.1 The meeting adjourned at 6:22 p.m.

284 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

E. Slomke, Clerk