

REPORTCOMMITTEE OF THE
WHOLEMay 14, 2018

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on May 14, 2018 from 5:36 p.m. to 6:51 p.m.

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

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, T. Rob, Manager of Operations & Facilities (5:36-5:37 and 6:30-6:51), L. Lindberg, Treasurer (5:36-5:37 and 6:30-6:51)

1. Call to Order at 5:36 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 Perry disclosed an interest in Item 8.1 from this agenda as the per diem claim being considered is his.
- Councillor Brunetta disclosed an interest in Item 8.2 from this agenda as the travel and per diem claim being considered is hers.
- Councillor Brunetta disclosed an interest in Item 8.3 from this agenda as the travel and per diem claim being considered is hers.
- Mayor Avis disclosed an interest in Item 8.4 from this agenda as the per diem claim being considered is his.

4. In-Camera:

- 4.1 A proposed or pending acquisition or disposition of land by the municipality or local board: Portage Avenue
- Council received a presentation from Sheila McMahon, Executive Director, UNFC. Council further discussed the matter and provided direction to the Clerk.

316 Caul - Ryan: THAT Committee of the Whole of Council now meet in-camera in order to address a matter pertaining to:

- personal matter about an identifiable individual, including municipal or local board employees: more specifically Item 4.4 Non-Agenda: Personnel Matter- a proposed or pending acquisition or disposition of land by the municipality or local board; more specifically Item 4.1 Portage Avenue, Item 4.2 Victoria Avenue and Item 4.3 Lot 26, Sixth Street - Industrial Park

CARRIED

- 4.2 A proposed or pending acquisition or disposition of land by the municipality or local board: Victoria Avenue
- The Clerk provided a brief summary. Council directed the Clerk to proceed with the acquisition as outlined in the report.

- 4.3 A proposed or pending acquisition or disposition of land by the municipality or local board: Lot 26, Sixth Street - Industrial Park
- The Clerk provided a brief verbal summary of the letter of intent and economic impact report provided by T. Drysdale. Council was in support of proceeding with this transaction.

5. Public Session Resumes in Council Chambers at 6:30 p.m.

6. Council Reports on Board & Committee Activity:

- 6.1 Mayor Roy Avis - No Verbal Update
Councillor John Albanese - No Verbal Update
Councillor Wendy Brunetta - No Verbal Update
Councillor June Caul - A Verbal Update was provided regarding the Age Friendly Committee.

7. Consent Agenda:

- 7.1 Automatic Aid Agreement
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to proceed with initiating an Automatic Aid Agreement with the Townships of Alberton, LaVallee, Emo and Chapple.
- 317 Caul - Ryan: 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 Provincial Offences Act Fine Debt Recovery Services
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize that Commercial Credit Adjusters Ltd. provide debt recovery services for the collection of Provincial Offences fines that are due and unpaid and that a service agreement be brought forward.
- 7.3 2017 Child Care - Audited Statement of Revenue and Expenses
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize the acceptance of the Town of Fort Frances Child Care Programs audited financial for the year ended December 31, 2017 and authorize payment of the BDO Canada LLP invoice in the amount of \$3,234.06.
- 7.4 Ontario Regulation 284/09 - Budget Matters
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Ontario Regulation 284/09 disclosure report for the 2018 Operating Budget as presented.
- 7.5 Doug Brown, CAO - NOMA Travel & Per Diem Claims
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Travel Expense Claim in the total amount of \$67.00 as submitted by D. Brown, CAO for his attendance at the NOMA conference in Kenora, ON from May 2-4, 2018.
- 7.6 Doug Brown, CAO - Credit 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 \$72.80 as submitted by D. Brown, CAO for a luncheon meeting with M. Martel, Resolute Vice-President Operations on April 6, 2018.
- 7.7 Amendment to User Fee By-Law
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to approve the amendment to User Fee By-law 54/17 and authorize amending by-law be prepared for signing by the Mayor and Clerk.
- 7.8 Correspondence from Township of Baldwin re: Cancellation of Bill C71
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to refer this item to the Police Services Board for their consideration.
- 7.9 Sewer and Water Installation rate for consideration into Community Improvement Plan

- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to advertise the Revitalization Grant in 2018 to include sewer and water installation and list the sewer and water installation as an eligible rebate to the Revitalization Grant.

Councillor Perry pulled this item from consent as he wishes the matter to be voted on separately.

- 7.10 Request from G. Durbin - Use of an Existing Road Allowance for a Driveway
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to deny the request for a private driveway entrance to be located on the closed roadway of 'Balsam Street', further that a private entrance be applied for through Public Works and installed off the fronting roadway (McIrvine Road) if the property owners request an entrance to the property known as RP 48R1346 Part1 PCL 21949.
- 7.11 Letter from L. Drennan re: Frozen Water Line
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that the billing for thawing the frozen water line on February 18, 2018 remain and that no further action be taken.
- 7.12 St. Francis School - Pollution Created by Plastic Water Bottles (Letter from Ms. Gurski's Grade 5 class)
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that the attached letter be sent to Ms. Gurski's grade 5 class from St. Francis in response to their letters to Council and further that an informational sheet produced by the class be inserted into an upcoming water bill.
- 7.13 Execution of a Funding Agreement - Connecting Link Program Mill Road Overpass Reconstruction
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that the Mayor and Clerk execute the MTO Connecting Links funding agreement with the Minister of Transportation for the rehabilitation of the Mill Road Overpass structure and related approach, water and storm sewer works and further that an authorizing by-law be prepared.
- 7.14 Award of RFP 18-OF-05 - Fire Protection and Prevention Services
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that the Town engages Sunset Protection Systems for a term of three years, starting May 18, 2018 with an option to extend for an additional three years for the provision of Fire Protection and Prevention Services and further that the Mayor and Clerk be authorized to execute the agreement on behalf of the Town.
- 7.15 Clean Water Wastewater Funding Agreement Amendment - Nelson
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that the Town executes the amendment to the transfer payment agreement with the Minister of Infrastructure and further that the Mayor and Clerk be authorized to bind the corporation.
- 7.16 Funding Agreement - Canada Summer Jobs Program GIS/Engineering Summer Student
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that the Town enter into a funding agreement with the Minister of Employment and Social Development for funding under the Canada Summer Jobs Program and further that the Mayor and Clerk be authorized to bind the corporation.
- 7.17 Award of Tender 18-OF-04 - MSHW Services to host Household Hazardous Waste Events in Fort Frances
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to ensure that the Miller Group out of Winnipeg be designated the

Town's 2018 MSHW service provider at an estimated cost of \$22,483.04 (includes HST) in accordance with the tender documents and further that the Town's MSHW event day is scheduled for Saturday September 15, 2018 from 9:00 am to 3:00 pm.

- 7.18 Award of Tender 18-OF-03 - 2018 Roadworks
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to award Tender 18-OF-03 to 1876118 Ontario Limited o/a Makkinga Contracting at an estimated cost of \$3,348,110.90 which includes HST and a contingency allowance of \$150,000.00 as outlined in the report 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.**other supporting documents can be located on the O&F Executive Committee May 9 agenda.

8. Administration and Finance Division:

- 8.1 Councillor Ken Perry - NOMA Executive 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 \$240.00 as submitted by Councillor Perry for his attendance at the Northern Ontario Municipal Association (NOMA) Executive Meeting held in Thunder Bay on April 3 & 4, 2018.

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

- 8.2 Councillor Wendy Brunetta - NOMA Executive 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 Brunetta for her attendance at the Northern Ontario Municipal Association (NOMA) Executive Meeting held in Thunder Bay on April 4, 2018.

Councillor Brunetta disclosed an interest in this item as the per diem claim being considered is hers. She did not speak to the matter.

- 8.3 Councillor Wendy Brunetta - NOMA Conference Travel & Per Diem Claims
- 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 total amount of \$577.00 as submitted by Councillor Brunetta for her attendance at the NOMA Conference in Kenora, Ontario from May 1-4, 2018.

Councillor Brunetta disclosed an interest in this item as the per diem and travel claim being considered is hers. She did not speak to the matter.

- 8.4 Mayor Roy Avis - NOMA Conference Travel & Per Diem Claims
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Travel Expense and Per Diem claim in the total amount of \$594.00 as submitted by Mayor Avis for his attendance at the NOMA Conference in Kenora, Ontario from May 2-4, 2018.

Mayor Avis disclosed an interest in this item as the travel and per diem claim being considered is his. He did not speak to the matter.

9. Information:

The following five items were received.

- 9.1 Town of Fort Frances Water and Sewer Fund (Operating) Summary for the Four Months Ending Monday April 30, 2018.
- 9.2 Town of Fort Frances General Fund (Operating) Summary for the Four Months ending

9.3 Operations & Facilities Division - Environmental Area - Operations Statistics (March 2018)

9.4 Fort Frances Museum & Cultural Centre - May Newsletter

9.5 Complaint Register (March & April 2018)

10. Non-agenda items - None.

11. ADJOURNMENT

11.1 The meeting adjourned at 6:51 p.m.

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

CARRIED

W. Brunetta, Chairperson

E. Slomke, Clerk