

REPORTCOMMITTEE OF THE
WHOLEAugust 13, 2018

A meeting of the Committee of the Whole of Council was held in the Committee Room and Council Chambers, Civic Centre on August 13, 2018 from 5:02 p.m. to 6:18 p.m.

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

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, T. Rob, Manager of Operations & Facilities, J. Forbes, Human Resources Coordinator, L. Lindberg, Treasurer, J. Kabel, Manager of Community Services and D. Galusha, Deputy Treasurer

1. Call to Order at 5:02 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 Brunetta disclosed an interest in Item 8.2 from this agenda as the per diem claim being considered is hers.

Councillor Perry disclosed an interest in Item 8.1 from this agenda as the per diem claim being considered is his.

4. In-Camera:

4.1 Personal matters about an identifiable individual, including municipal or local board employees: Update on Pay Equity Process with CUPE Local 65. (5:03-5:15pm)
A verbal summary of the matter was provided by the Human Resources Coordinator with additional input provided by the CAO and Treasurer. A discussion took place. A resolution will be considered in tonight's Council meeting.

4.2 Personal matters about an identifiable individual, including municipal or local board employees: Personnel Matter (5:15-5:16pm)
A verbal update was provided by the Human Resources Coordinator with additional input provided by the CAO, Treasurer and Deputy Treasurer.

330 Albanese - Perry: 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 Update on Pay Equity and 4.2 Personnel Matter
- a proposed or pending acquisition or disposition of land by the municipality or local board; more specifically item 4.3 5th Street Property and 4.4 Portage Avenue North

CARRIED

4.3 A proposed or pending acquisition or disposition of land by the municipality or local board: 5th Street Property (5:16-5:18pm)
A verbal update was provided by the Clerk. Direction was provided.

4.4 A proposed or pending acquisition or disposition of land by the municipality or local board: Portage Avenue North (5:18-5:56pm)
A verbal update was provided by the Clerk, CAO and Mayor. Direction was provided.

5. Public Session Resumes in Council Chambers at 6:07 p.m.

6. Council Reports on Board & Committee Activity:

- 6.1 Mayor Avis - No Verbal Update
- Councillor Albanese - No Verbal Update
- Councillor Brunetta - No Verbal Update
- Councillor Caul - No Verbal Update

7. Consent Agenda:

- 7.1 Sunset Country Travel Association - Annual Per Capita Marketing Contribution.
 - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the Northwest Ontario's Sunset Country Travel Association annual per capita request in the amount of \$2,187.63 plus hst.
- 331 Albanese - Perry: 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 and 7.15.

CARRIED
- 7.2 Volunteer Firefighter Recruitment and Retention.
 - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to authorize that the volunteer firefighter roster be increased to 30 firefighters, and 10 of them be put on an auxiliary reserve list.
- 7.3 Policy Update - Emergency Procedures During a Thunder/Lightning Storm.
 - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the updated Emergency Procedures During a Thunder/Lightning Storm Policy.
- 7.4 Compliance Audit Committee.
 - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to establish a Compliance Audit Committee for the 2018 Municipal Elections as per the Terms of Reference attached.
- 7.5 Doug Brown, CAO - AMCTO Council Orientation Travel Expense Claim.
 - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the Travel Expense claim in the total amount of \$45.00 as submitted by Doug Brown, CAO for his attendance at the AMCTO Council Orientation Session held in Thunder Bay, Ontario on July 20, 2018.
- 7.6 Rainy Lake Square Parking Meter POS Agreement.
 - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to authorize Mayor and Clerk to execute an agreement with Global Payments for the point of sale services for parking meters.
- 7.7 Amended Property Assessment Notice re: 1120 Church Street (2018).
 - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to receive the Amended Property Assessment Notice for properties located at 1120 Church Street in Fort Frances for the 2018 taxation year as received from MPAC.
- 7.8 Request for Reconsideration - Minutes of Settlement (MOS) re: 302 Kerr Place (2018) and Pit Road No. 2.
 - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to process the Minutes of Settlement for properties located at 302 Kerr Place and Pit No. 2 Rd. as received.
- 7.9 Emergency UnBudgeted Capital Repair to the Airport Tractor
 - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to approve the emergency unbudgeted capital repair of the Airport

Tractor estimated at \$13,404.36 including HST to be paid out of the Vehicle & Equipment reserves or during the year end audit process.

- 7.10 Fourth License Extension - CBRE Lease of Airport Maintenance Garage Bay
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to renew the lease rate with MNRF at \$104.90 per day for the next five months and that the Mayor and Clerk be authorized to execute the lease agreement on behalf of the Corporation.
- 7.11 June 2018 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 2018 report prior to it being made available to the general public.
- 7.12 Temporary Land Use Agreement - Mill Road Overpass Reconstruction Project
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to enter into temporary land use agreements with George Armstrong Company and Wasa Enterprises for the use of their properties for emergency access to the residents on Eighth Street East and Minnie Avenue North during the Mill Road Overpass Reconstruction, further that Mayor and Clerk be authorized to execute the agreement on behalf of the organization.
- 7.13 Surplus Assets Sale Items
- approval of this report will agree to the recommendation of the Community Services Executive Committee to declare the 15 items outlined on list be declared surplus to organizational needs, and further that the procedure outlined in the report be used to dispose of these surplus materials, equipment and vehicles.
- 7.14 Memorial Sports Centre Fire Alarm Panel
- approval of this report will agree to the recommendation of the Community Services Executive Committee to replace the Fire Alarm Panel at the Memorial Sports Centre as an unbudgeted capital item for the lowest available quotation price.
- 7.15 Opening Reception for Fort Frances Museum 40th Anniversary (Sept 19)
- approval of this report will agree to the recommendation of the Community Services Executive Committee to declare the Museum's 40th Anniversary exhibit opening, Wednesday September 19, 2018 as a significant community event.

8. Administration and Finance Division:

- 8.1 Councillor Ken Perry - NOMA Board Meeting Per Diem.
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the per diem claim in the amount of \$240.00 as submitted by Councillor Ken Perry for his attendance at the Northern Ontario Municipal Association (NOMA) Board Meeting held in Thunder Bay on June 5th and 6th, 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 Board Meeting Per Diem.
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the per diem claim in the amount of \$240.00 as submitted by Councillor Wendy Brunetta for her attendance at the Northern Ontario Municipal Association (NOMA) Board Meeting held in Thunder Bay on June 5th/6th, 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. Councillor Perry assumed chair responsibilities for this item.

9. Operations and Facilities Division:

- 9.1 A verbal update on Capital Projects was provided by T. Rob, Manager of Operations & Facilities.

10. Information:

The following eight (8) items were received.

- 10.1 Fort Frances Fire & Rescue Service - June 2018 Report.
- 10.2 Town of Fort Frances Water & Sewer Fund (Operating Summary) for the Seven Months Ending Tuesday, July 31, 2018.
- 10.3 Town of Fort Frances General Fund (Operating) Summary for the Seven Months Ending Tuesday, July 31, 2018.
- 10.4 Waste Water Treatment Plant June 2018 Monthly Report
- 10.5 Airport Landings and Fuel Sales to June 30, 2018
- 10.6 Operations & Facilities - Public Works Area Operations Statistics - January 2018 & February 2018
- 10.7 Town of Fort Frances Operations Statistics - March 2018, April 2018 and May 2018.
- 10.8 Building Statistics - June and July 2018

11. Non-agenda items - None.

12. ADJOURNMENT

- 12.1 The meeting adjourned at 6:18 p.m.

332 Albanese - Perry: 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