

TOWN OF FORT FRANCES

AGENDA - June 10, 2019

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre
(Session No. 018) 5:00 p.m.

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof.**
4. **In-Camera:**
 - 4.1 Litigation or Potential Litigation, including matters before administrative tribunals, affecting the municipality or local board - Agency One Matters.
 - 4.2 A proposed or pending acquisition or disposition of land by the municipality or local board: Nelson Street Property.
 - 4.3 A proposed or pending acquisition or disposition of land by the municipality or local board: Request to Purchase Laneway.
5. **Public Session Resumes in Council Chambers:**
6. **Council Reports on Board & Committee Activity:**
 - 6.1 Mayor June Caul
Councillor Michael Behan
Councillor Wendy Brunetta
Councillor Andrew Hallikas
7. **Consent Agenda:**
 - 7.1 BIA - 2019 Budget and Tax Rates. 4 - 8
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the 2019 BIA Budget and further direct that an authorizing by-law setting the 2019 tax rates, levy and collection be prepared for execution by Mayor and Clerk.
 - 7.2 Site Specific Official Plan Amendment and Zoning Application re: 821 9 - 24

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	McIrvine Road.	
	- approval of this report will agree to the recommendation of the Planning and Development Executive Committee to approve the site-specific Official Plan and Zoning By-Law designation changes as laid out in the report.	
7.3	Agreement with Heikki Lampi Sand and Gravel Ltd. to Install New Septic System at the Fort Frances Airport.	25 - 35
	- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to approve an agreement with Heikki Lampi Sand and Gravel Ltd. as laid out in the report and further that an authorizing by-law be prepared in order that Mayor and Clerk be authorized to execute both agreement and by-law documents.	
7.4	Membership and Programs Policy - NEW POLICY.	36 - 38
	- approval of this report will agree to the recommendation of the Community Services Executive Committee to approve a new policy for Memberships and Programs at the Memorial Sports Centre.	
7.5	Facility Rental Policy Review.	39 - 43
	- approval of this report will agree to the recommendation of the Community Services Executive Committee to approve the amendments to the Facility Rental Policy at the Memorial Sports Centre.	
7.6	Rainy Lake Gymnastics Academy Agreement.	44 - 48
	- approval of this report will agree to the recommendation of the Community Services Executive Committee to enter into an agreement with the Rainy Lake Gymnastics Academy to operate within the Memorial Sports Centre and that Mayor and Clerk be authorized to execute the approved agreement and authorizing by-law.	
8.	<u>Operations and Facilities Division:</u>	
8.1	2019/2020 Connecting Link Program - King's Highway 11/71.	49
	- approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to prepare a separate resolution of support for the application to the Ministry of Transportation 2019/2020 Connecting Link program for the reconstruction of King's Highway from Pit Road #1 to Oakwood Road.	
8.2	2019/2020 Connecting Link Program - Scott Street.	50
	- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to prepare a resolution support for the application to the Ministry of Transportation 2019/2020 Connecting Link program for the reconstruction of Scott Street from	

Colonization Road East to Reid Avenue.

8.3 Verbal Update on Capital Projects

9. General:

9.1 2nd Phase Application under NOHFC - Community Capacity Building Initiatives Program for a Land Use & Economic Development Feasibility Study for the Shevlin Wood Yard and Former Nursing Station. 51 - 53

- approval of this report will agree to the recommendations as laid out in the report.

10. Information:

10.1 Fire & Rescue Services - April 2019 Report. 54 - 56

11. Non-agenda items:

12. ADJOURNMENT

Schedule "A" to By-Law No. ____/19

FORT FRANCES BUSINESS IMPROVEMENT ASSOCIATION
2019 BUDGET

	New Account Number	Account Number	2018 Budget	2018 Actual	2019 Budget
Revenue:					
BIA Taxation - Commercial	60-180-1823-0140-40014	B-055-0140-0014	(44,634)	(44,642.73)	(45,000)
BIA Taxation - Industrial	60-180-1823-0150-40014	B-055-0150-0014	(366)	(366.30)	0
BIA Supp/Omit or Write-off	60-180-1823-0140-50014	B-055-0122-0014		803.74	
W/O Vacancy Rebates	60-180-1823-0122-50024	B-055-0122-0024	103	102.52	103
W/O Charity Rebates	60-180-1823-0122-54512	B-055-0122-4512		806.53	
Promotions Income	60-180-1823-0430-40688	B-823-0430-0688			
Transfer To/From Surplus	60-180-1823-0000-71030	B-080-0000-0000	(46,447)		(46,447)
			(91,344.00)	(43,296.24)	(91,344)
Expenditures:					
Part-time Salaries/Wages	60-180-1823-1101-60020	B-823-1101-1130	4,000	3,100.50	4,000
CPP	60-180-1823-1101-60025	B-823-1101-1123		123.11	
EI	60-180-1823-1101-60030	B-823-1101-1124		73.45	
EHT	60-180-1823-1101-60040	B-823-1101-1129		61.62	
WSIB	60-180-1823-1101-60055	B-823-1101-1122		101.12	
Telephone/Communications	60-180-1823-1200-71251	B-823-1200-1251	1,200	1,264.03	1,200
Postage	60-180-1823-1200-71252	B-823-1200-1252	50		50
Memberships	60-180-1823-1200-71260			220.30	
Office Supplies	60-180-1823-1400-71410	B-823-1400-1410	500	181.98	500
Meeting Expenses	60-180-1823-1500-71532	B-823-1500-1532	200		200
Building & Office Rent	60-180-1823-1500-71552	B-823-1500-1552	2,034	1,831.68	2,034
Advertising & Public Notice	60-180-1823-1500-71591	B-823-1500-1591	16,500	12,335.55	16,500
Social Media	60-180-1823-1500-71592	B-823-1500-1592	500		500
Events/Activities	60-180-1823-1500-71593	B-823-1500-1593	2,500		2,500
Banners & Poles	60-180-1823-1900-71902	B-823-1900-1902	2,000		2,000
Seasonal Decorations	60-180-1823-1900-71903	B-823-1900-1903	10,000	2,308.23	10,000
Future Projects	60-180-1823-1900-71906	B-823-1900-1906	31,860		31,860
Rainy Lake Market Square Project	60-180-1823-1900-71907	B-823-1900-1907	10,000	10,000.00	10,000
Soil/Plants/Trees	60-180-1823-2740-71440	B-823-2740-1440	6,000	2,845.14	6,000
Grounds Repairs/Maintenance	60-180-1823-2740-71545	B-823-2740-1545	2,000		2,000
Materials	60-180-1823-2750-71471	B-823-2750-1471	2,000		2,000
			91,344.00	34,446.71	91,344
Accumulated (Surplus)/Deficit		B-L80-0000-0000	-	(8,849.53)	0

Schedule "B" to By-Law No.____ /19

2019 BIA TAX RATES

Class	RTC/ RTQ	2019 Assessment	Tax Rate Discount	Discounted CVA	Tax Ratios	Weighted CVA	Effective Tax Rate	2019 BIA Tax Levy
Commercial	CT	9,817,845	1	9,817,845	1.967217	19,313,832	0.00458349	45,000.00
Industrial	IT	-	1	-	2.823341	-	0.00657821	-
Total		9,817,845		9,817,845		19,313,832		45,000.00

Base Rate $\frac{45,000.00}{19,313,832}$ Dollars Required
Weighted Assessment

0.002329936 Base Rate equal to tax ratio of 1



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/53**

TO: Mayor Caul & Members of Council
FROM: Dawn Galusha, Treasurer
DATE: June 5, 2019
SUBJECT: BIA 2019 Budget & Tax Rates

BACKGROUND

The BIA have forwarded their 2019 Budget requirement for the purpose of levying and collection of a special charge of taxes upon the Business Improvement Area as provided for under Section 208 of the *Municipal Act, 2001*.

The BIA levy in the amount of \$45,000.00 is required by the Board of Management of the Business Improvement Area for the year 2019 as shown in Schedule "A" to support their approved budget of \$91,344.00 as submitted. The tax rates for the special charge, based on the 2019 tax ratios, are set out in Schedule "B" as attached to this report.

RECOMMENDATION

Administration & Finance Executive Committee recommends approval of the 2019 budget estimates in the amount of \$91,344.00, as submitted by the Downtown Scott Street BIA, and approves the tax rates to support the BIA special charge levy in the amount of \$45,000.00. Further that an authorizing By-Law be brought forward to the June 10, 2019 Council Meeting.

Council Approval of This Report Will approve the 2019 BIA Budget and authorize that a by-law setting the 2019 BIA tax rates, levy and collection be brought forth to the June 10, 2019 Council Meeting.

TOWN OF FORT FRANCES

BY-LAW NO. __/19

Being a By-Law to authorize the levying and collection of a special charge of taxes upon the Business Improvement Area as provided in the Municipal Act, 2001, S.O. 2001, c.25, Sections 204 – 215.

WHEREAS Schedule “A” to By-Law No. 32/78 as attached thereto, designating a certain area as an improved area, has been duly approved by the Ontario Municipal Board on February 16, 1979, by Order No. M7929;

AND WHEREAS on June 10, 2019, Council approved the Treasurer’s Report dated June 4, 2019 reflecting the required 2018 BIA levy;

AND WHEREAS the said sum of \$45,000.00 is required to be raised as taxes for the Business Improvement Area purposes.

NOW THEREFORE the Council of the Corporation of the Town of Fort Frances enacts as follows:

1. THAT the Revenue and Expenditure estimates in the amount of \$91,344.00 by the Board of Management of the Business Improvement Area for the year 2019 as shown in Schedule “A” be and the same are hereby approved.
2. THAT there shall be a special levy against occupied property in commercial and industrial classes located within the area designated as the Business Improvement Area in Schedule “A” to By-Law No. 32/78, on the basis of those rates particularly set forth in Schedule “B” forming part of this By-Law in the manner set forth in the said Schedule “B”.

The taxes as shown on Schedule “B” shall be payable in two (2) installments, the first being fifty percent (50%) of the total taxes levied and the second being the remaining balance of said taxes with the due dates for payment as follows:

First Installment: July 31, 2019
Second Installment: August 30, 2019

3. THAT said levy be placed on the Collector’s Roll of record of the Town of Fort Frances for the year 2019 and collected according to statute and by-law.
4. THAT all taxes shall be paid into the office of the Collector.
5. THAT the Treasurer and Collector are hereby empowered to accept part payment from time to time on account of taxes due.

Town of Fort Frances
 By-Law No. __/19
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6. THAT on all taxes which are in default on the day after the due date a penalty of 1.25 percent shall be added and thereafter a penalty of 1.25 percent per month will be added on the first day of each month the default continues until December 31, 2019.
 - a) On all taxes levied in default on January 1, 2020, interest will be added at the rate of 1.25 percent per month for each month of default.
7. THAT penalties and interest added on all taxes in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid tax levy.
8. THAT the Collector may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
9. THAT taxes be paid through the following facilities:
 - Town of Fort Frances Civic Center, 320 Portage Avenue, Fort Frances, Ontario
 - Telebanking and Internet Services through and major financial institute
 - Preauthorized Payment Plan
 - Mail Service via Canada Post
 - Night Depository, 320 Portage Avenue, Fort Frances, Ontario
10. THAT the Treasurer or Collector is hereby empowered to accept part payment from time to time on account of taxes due.

This by-law shall come into force and take effect on final passing.

READ THREE TIMES and finally passed in open Council this 10th day of June, 2019.

J. Caul, Mayor

E. Slomke, Clerk

Date: June 3, 2019

Report To: Mayor & Council

From: Elizabeth Slomke, Clerk / Interim Municipal Planner

Re: **Site Specific Official Plan Amendment and Zoning application for 821 McIrvine Road**

An application was received by the Planning and Development Division for a site-specific Official Plan designation change and an application of rezoning at 821 McIrvine Road. The current OP designation is Employment and zoning designation is M1 Industrial. The applications request to change the Official Plan designation to Living and Zoning to Institutional.

The application was on the Committee of Adjustments agenda at the April 30, 2019 meeting. The Committee of Adjustment had the opportunity to have Clint Calder present at the meeting, representing the United Native Friendship Centre, explaining reasons for changing the OP and Zoning designation changes.

The application for a site-specific OP designation at 821McIrvine to become "Living" would allow for the application for zoning designation to be changed to Institutional. Clint explained the changes would allow for a child daycare facility to be developed on the vacant property. The UNFC have been looking for a facility to purchase and renovate over the past few years. The plan now is to construct a state-of-the-art facility at 821 McIrvine.

Preliminary drawings and site plans are attached to this report.

The Committee of Adjustment has made the recommendation of allowing the OP and zoning amendments. The appeal period has passed on the applications. There were no appeals for the two applications.

Attached to the report are the application for Zoning Amendment for 821 McIrvine. Please review the application. The Planning and Development Department supports the zoning change as being a positive planning change and recommends moving forward the amendments.

The Planning & Development Executive Committee considered this matter on June 3, 2019. The Committee directed that the matter be forwarded to Committee of the Whole with their support.

Council approval of this report will: agree to the site-specific Official Plan and Zoning By-Law designation changes. The applications have had no appeals and the appeal process is closed. Administration will prepare a by-law for each application and they will be brought forward to the June 24, 2019 Council meeting.



The Corporation of the Town of Fort Frances OFFICIAL PLAN AMENDMENT

Information and Material to be provided under Subsection 22(4) of the Planning Act

FOR OFFICE USE ONLY

File Number: B4-2019

Application Fee: \$3000.00

Date Received: Feb 28/19

Date Accepted: March 22/19

Information and material to be provided under subsection 22(4) of the Planning Act

The undersigned hereby applies to the Council of the Town of Fort Frances for an amendment to the Official Plan in respect of lands herein described, as outlined in this application.

The undersigned hereby acknowledges that the filing of this application alone does not necessarily constitute fulfilling all the requirements of either the Town, The Planning Act or the Provincial Policy Statement (PPS), that may arise during the assessment of the application.

The undersigned hereby provides a cheque made payable to the Town of Fort Frances to accompany this application in the amount of \$3000.00 to cover the non-refundable the costs of processing the application and agrees to pay in full any further costs to the Town which may be incurred relating to this application within thirty (30) days of date of invoice.

The undersigned hereby will provide any additional fees, by cheque, made payable to any other review authority as the Township so directs.

The undersigned acknowledges that the date of the request will be the date the application is received/stamped in/by the Town of Fort Frances Municipal Office (Schedule 1, 3, O.Reg. 543/06)

PART I: CUSTOMER INFORMATION

1.1	Property Owner Name	Telephone No.	Fax No.
	United Native Friendship Centre	807-274-8541	807-274-4110
	Mailing Address	Postal Code	
	PO Box 752, Fort Frances, ON	P9A 3N1	
	Email smcmahon@unfc.org		

1.2	Applicant/Agent Name (if not Owner)	Telephone No.	Fax No.
	Mailing Address	Postal Code	
	Email		
<p><i>Note – If this application is submitted by an agent on behalf of the property owner, written authorization must accompany application. If the applicant is a corporation acting without an agent, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.</i></p>			

PART II: PROPERTY INFORMATION

2.1	Municipal Address		
	821 McIrvine Road, Fort Frances, ON		
	Frontage	Depth	Area (sq. ft)
	190' 4"	659' 1"	125,210

PART III: PROPOSED AMENDMENT

3.1	Name of Official Plan to be amended
	TOWN OF FORT FRANCES OFFICIAL PLAN
3.2	Current Official Plan Designation
	Living Area <input type="checkbox"/> Working Area / Commercial Area <input checked="" type="checkbox"/> Recreation Area <input type="checkbox"/> Resource Development Area <input type="checkbox"/>
3.3	Land uses authorized under current designation
	The property is located in the area designated as Employment Area. Land uses authorized under this designation include Industrial, Commercial and Business uses.
3.4	Does the amendment change, replace or delete an existing Official Plan policy?
	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.5	Does the proposed amendment add a policy to the Official Plan?
	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	If yes, what is the purpose of the proposed amendment?
	It would allow for a site-specific policy at 821 McIrvine Road allowing the Official Plan Designation to be "Living Area". Making this property Official Plan designation "Living Area", would allow for the Zoning Designation to be "Institutional". This would permit a new child care centre (day nursery) to be constructed and operated on the site.
3.6	If the proposed amendment changes or replaces a Schedule (map land use designation) of the Official Plan, the requested (replacement) schedule (map), including the text that accompanies it <i>must be attached</i> :
	<input checked="" type="checkbox"/> Attached <input type="checkbox"/> Not Applicable

3.7

If the proposed amendment changes, replaces, deletes or adds a Policy (text) of the Official Plan, the text of the requested amendment *must be below*:

AGENDA ITEM #7.2

☒ Attached ☐ Not Applicable

The Town of Fort Frances Official Plan will include a Policy for a site-specific OP designation of "Living Area" at 821 McIrvine Road, Legal Description PIN 56020-0607 (LT) PCL 5768 SEC Rainy River; PT LT 41 River Range McIrvine As In SLT4046 Except SLT46949, SLT46950, PT 1, 48R1110; Fort Frances; Subject to an Easement in Gross Over Part 1, 48R4247 As In RD14225.

3.8

Does the requested amendment *alter* all or any part of the boundary of an **area of settlement*** or *establish a new area of settlement** in the municipality?

Yes ☐ If, Yes, attach the current Official Plan policies (if any) dealing with the alteration or establishment of an area of settlement. Attached ☐

No ☒

***area of settlement** under Section 1(1) of the Planning Act, R.S.O., 1990, means an area of land designated in an official plan for urban uses including urban areas, urban policy areas, towns, villages, hamlets, rural clusters, rural settlement areas, urban systems, rural service centres, or future urban use areas, or as otherwise prescribed by regulation.

3.9

Does the requested amendment *remove* the subject land from an **area of employment**** in the municipality?

Yes ☒

No ☐

**** area of employment** under Section 1(1) of the Planning Act, R.S.O., 1990, means an area of land designated in an official plan for clusters of business and economic uses including, without limitation, the uses listed in subsection (5) or as otherwise prescribed by regulation. Under subsection (5), the uses within an area of employment are:

(a) manufacturing uses;

(b) warehousing uses;

(c) office uses;

(d) retail uses that are associated with uses mentioned in clauses (a) to (c); and

(e) facilities that are ancillary to uses mentioned in clauses (a) to (d).

PART IV: SERVICING

4.1

Indicate how water will be provided to the subject land:

☒ publicly owned & operated piped water system

☐ a privately owned & operated individual well

☐ a privately owned & operated communal well

☐ a lake or other water body

☐ other (provide details) _____

4.2

Indicate how sewage disposal will be provided to the subject land:

☒ publicly owned & operated sanitary sewage system

☐ a privately owned & operated individual septic system

☐ a privately owned & operated communal septic system

☐ a privy

☐ other (provide details) _____

4.3

If the requested amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the following information/material is to be provided:

☐ a servicing options report, (check if attached) and;

☐ a hydrogeological report (check if attached).

☒ not applicable

- 5.1 Is the subject land or any land within 120 metres of the subject land the subject of an application *made by the applicant* for approval of an Official Plan Amendment, a zoning by-law amendment, a minister's zoning order amendment, a minor variance, a plan of subdivision, a consent or a site plan:

Yes ☒ No ☐

Application for, "Zoning By-Law Amendment. designation change to "Institutional" has been applied for by the Owner February, 2019.

8.0 Declaration of Applicant or Authorized Agent

COMPLETE IF APPLICANT IS THE OWNER

OWNER'S CONSENT

I, Shirley McMahon, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

February 22, 2019
Date

[Signature]
Signature of Owner

COMPLETE IF APPLICANT IS NOT THE OWNER

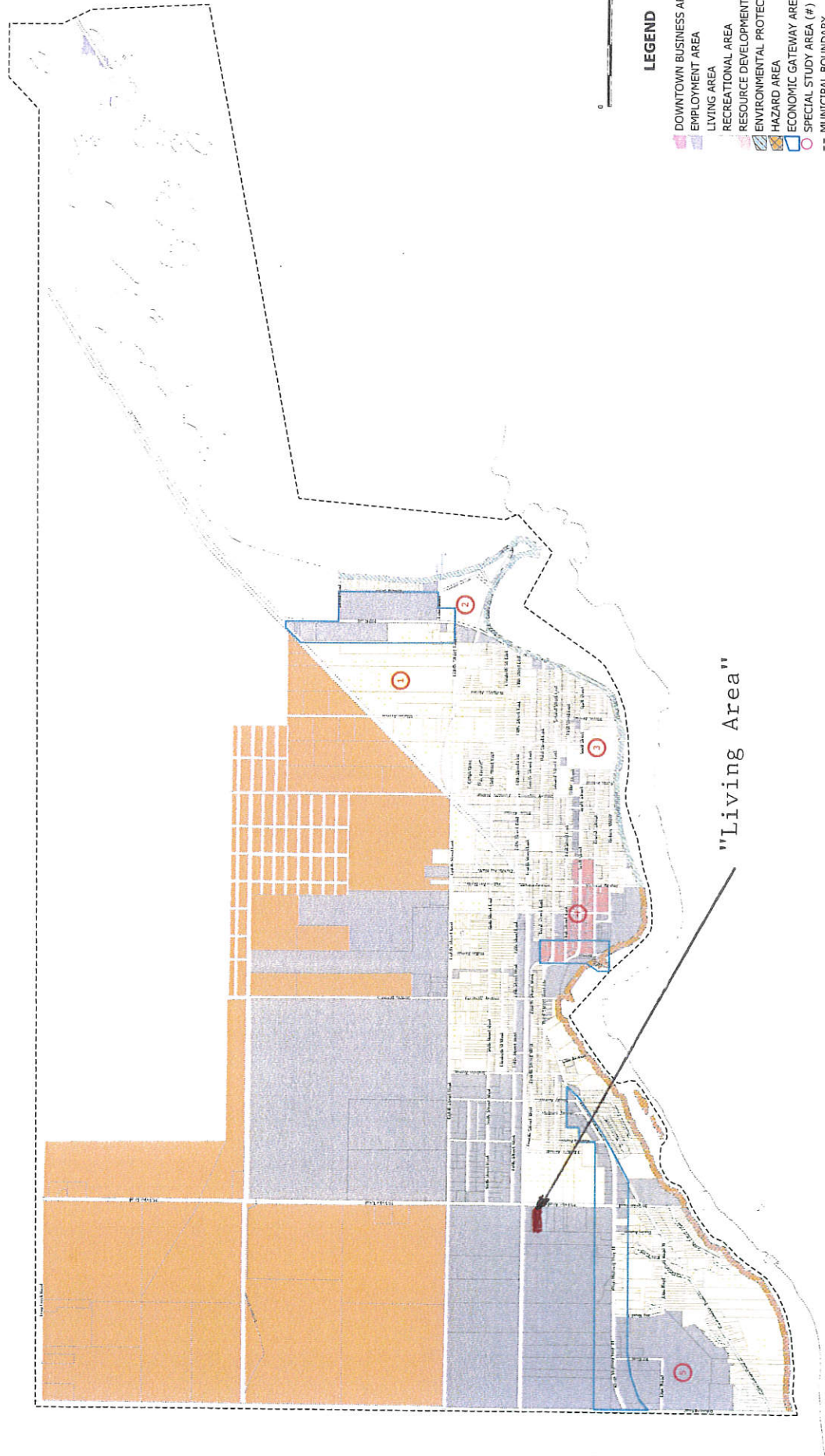
AUTHORIZATION OF OWNER

I, _____, am the owner of the land that is the subject of this application for zoning amendment and, for the purpose of processing and the Freedom of Information and Protection of Privacy Act, I authorize _____ to act as my agent for this application and provide any of my personal information that will be included in this application or collected during the processing of the application and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application

Date

Signature of Owner

**FORT FRANCES OFFICIAL PLAN
SCHEDULE 'A' - LAND USE PLAN**



APPLICATION FOR ZONING BY-LAW AMENDMENT

The Planning Act, RSO 1990, as amended (O'Reg. 545/06)

www.fort-frances.com

Notice of Public Record:

In accordance with section 1.0.1 of the Planning Act, RSO, 1990, all information and materials required in support of your application shall be made available to the public.

Complete Application:

All applicable sections of the application form must be completed. An incomplete application will be returned. For assistance, contact the Planning Department by phone at 807-274-5323 ex. 252 or by email at trob@fort-frances.com.

APPLICATION TYPE (check one)

- ☒ Zoning By-Law Amendment (section 34) ☐ Removal of Holding Provision (section 36)
☐ Removal of Interim Control By-Law (section 38) ☐ Temporary Use By-Law (section 39)

1. The name, address, telephone number and email address (if any) of the Applicant:

United Native Friendship Centre, PO Box 752, Fort Frances, ON P9A 3N1
Tel: 807-274-8541 Fax: 807-274-4110

2. If known the names and full addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land:

None

3. The current Official Plan designation of subject land:

Employment Area

4. Describe how the application conforms to the official plan of the municipality?

The Official Plan designates the area as an Employment Area. The intended use of the property is for a day nursery (child care centre). The intended use will create up to 15 new jobs and is, therefore, consistent with the Official Plan Designation. Further, the property is directly adjacent to a Recreational Area and Living Area. A day nursery is also consistent with those Official Plan areas.

5. The current zoning of the subject land:

M-1 Light Industrial

6. The nature and extent of the rezoning requested:

A site specific zoning designation of I – Institutional

7. The reason why the rezoning is requested.					
The current zoning designation would not permit a day nursery. However, the property is directly adjacent to an Open Space zone and an Institutional zone. The Institutional zone is primarily occupied by several public and separate schools. A neighbouring property (church) was the subject of a site specific zoning amendment to Institutional.					
8. Is the subject land within an area where the municipality has pre-determined minimum & maximum density requirements or minimum or maximum height requirements?					
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, provide information relative to these requirements.					
9. The description of the subject land, such as the municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number:					
821 McIrvine Road. PIN 56020-0607 (LT) PCL 5768 SEC Rainy River; PT LT 41 River Range McIrvine As In SLT4046 Except SLT46949, SLT46950, PT 1, 48R1110; Fort Frances; Subject to an Easement in Gross Over Part 1, 48R4247 As In RD14225					
10. The frontage, depth and area of the subject land (in metric):					
Frontage:	190' 4"	Depth:	659' 1"	Area:	125,210 sq.ft.
11. Is the application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?					
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, provide details of the official plan that deals with the matter					
12. Is the application to remove land from an area of employment?					
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, provide details of the official plan that deals with the matter.					
The property is part of the Employment Area under the Official Plan. The Applicant will make application to have the Official Plan amended to accommodate the intended use of the property.					
13. Is the subject land within an area where zoning with conditions may apply?					
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, provide an explanation of how the application conforms to the official plan policies relating to zoning with conditions					
14. Is access to the subject land by provincial highway, a municipal road that is maintained all year or seasonally, another public road or a right of way or by water?					

Yes. The property fronts on to McIrvine Road.	
15. If access to the subject land is by water only, provide details of the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public land:	
N/A	
16. Existing uses of the subject land:	
Vacant land.	
17. Are there any buildings or structures on the subject land: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
18. If answer to question 17 is yes, provide, for each building or structure, the type of building or structure and the setback from the front lot lines, rear lot line and side lot lines, the height in metres of the building or structure and the dimensions or floor area of the building or structure:	
19. The proposed uses of the subject land:	
A day nursery (child care centre).	
20. Are any buildings or structures proposed for the subject land? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
21. If answer for question 20 is yes, provide, for each building or structure, the type of building or structure proposed, the setback from the front lot line, rear lot line and side lot lines, the height in metres of the building or structure and the dimensions or floor area of the building or structure:	
One single story building of 54' x 176'. See attached Site Plan for setbacks and attached Building Plan for building dimensions.	
22. If known,	
a. the date the subject land was acquired by the current owner:	November 30, 2018
b. the date existing buildings or structures on the subject land were constructed:	
N/A	
c. the length of time that the existing uses of the subject land have continued:	
N/A	
23. Water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake or other water body or by other means:	

Yes.	
24. Whether sewage disposal is provided to the subject land by a publicly owned and operated piped sewage disposal system, a privately owned and operated individual or communal septic system, a privy or other means:	
Yes.	
25. If the application permits development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed, a servicing options report, and a hydrogeological report are required. Are these reports attached? N/A	
a. a servicing options report,	Yes <input type="checkbox"/> No <input type="checkbox"/>
b. a hydrogeological report	Yes <input type="checkbox"/> No <input type="checkbox"/>
26. Indicate whether storm drainage is provided by sewers, ditches, swales or other means:	
Storm drainage will comply with all Town By-law requirements.	
27. If known,	
a. is the subject land the subject of an application under the Act for approval of a plan of subdivision or a consent:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, provide file number and status of the application:	
N/A	
b. has the subject land ever been the subject of an application under Section 34 of the Act:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, provide file number and status of the application:	
N/A	
c. has the subject land ever been the subject of a Minister's Zoning Order?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, provide Ontario Regulation number of the Order: N/A	

28. A sketch showing, in metric units, the following:

- a. the boundaries and dimensions of the subject land.
- b. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the lot lines.
- c. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to it, and that in the applicant's opinion, may affect the application (*for examples buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks*).
- d. The current uses on land that is adjacent to the subject land.
- e. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way.
- f. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- g. The location and nature of any easement affecting the subject land.

29. Is the application for an amendment to the zoning by-law consistent with the policy statements issued under subsection 3(1) of the Act. Yes ☒ No ☐

30. Is the subject land within an area of land designated under any provincial plan or plans? Yes ☐ No ☒

31. If answer to question 30 is yes, does the application conform to the applicable provincial plan or plans? Yes ☐ No ☐

32. An affidavit or sworn declaration by the applicant that the information required under this Schedule and provided by the applicant is accurate.

COMPLETE IF APPLICANT IS THE OWNER

OWNER'S CONSENT

I, Sheila McMahon, Executive Director, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

Date

February 22, 2019



Sheila McMahon, Executive Director

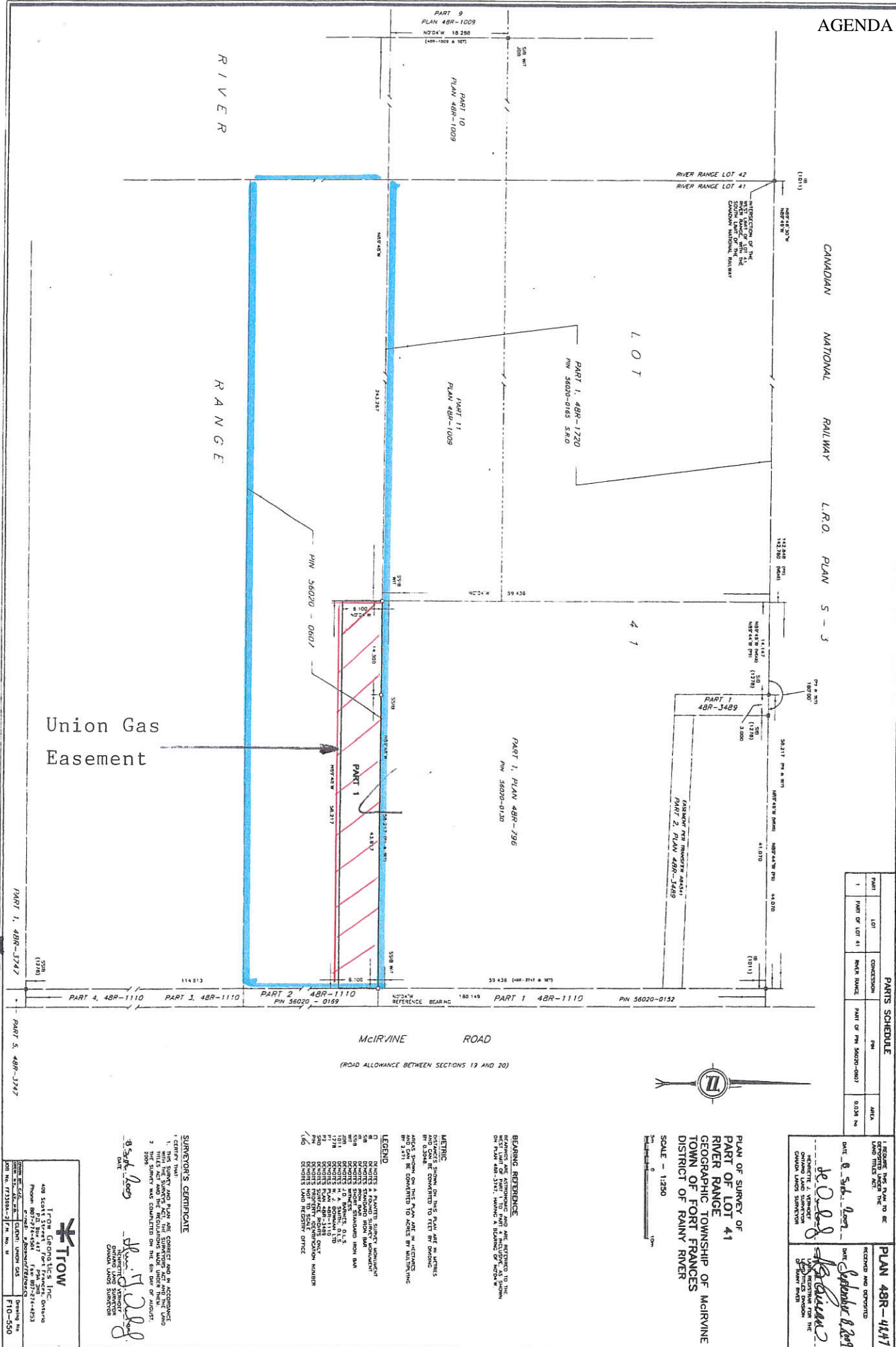
COMPLETE IF APPLICANT IS NOT THE OWNER

AUTHORIZATION OF OWNER

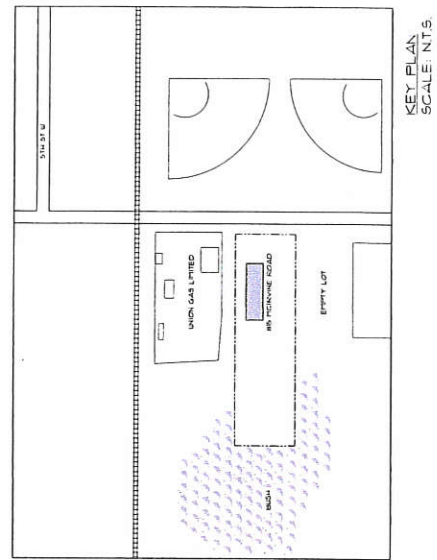
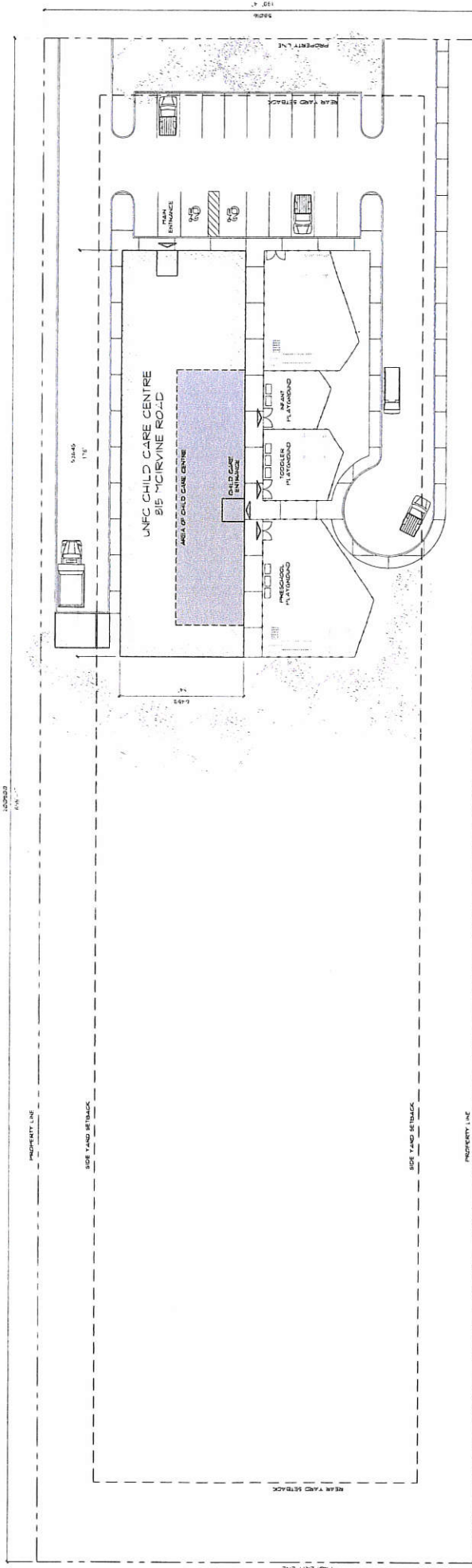
I, _____, am the owner of the land that is the subject of this application for zoning amendment and, for the purpose of processing and the Freedom of Information and Protection of Privacy Act, I authorize _____ to act as my agent for this application and provide any of my personal information that will be included in this application or collected during the processing of the application and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application

Date

Signature of Owner







June 5, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Agreement with Heikki Lampi Sand and Gravel to install a new septic system at the Fort Frances Airport

In April of 2019 the Town advertised for quotations to supply and install the materials and equipment to replace the failing septic system at the Fort Frances Airport. The costs were likely to be under the \$35,000.00 tender threshold which is why quotations were used per the procurement policy.

Heikki Lampi was the lowest bidder and has been engaged to complete this work within the budget allocations. For any large works of this nature it is prudent to enter into an agreement with the contractor to ensure both parties are covered, and all documents are in line.

Attached to this report you will find a contract of engagement with Heikki Lampi Sand and Gravel Ltd. The Operations and Facilities Executive Committee recommends that an authorizing by-law be prepared to enter into an agreement with Heikki Lampi Sand and Gravel Ltd. for the supply and installation of all materials and equipment necessary to replace the on-site sewage system at the Fort Frances Airport.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that an authorizing by-law be prepared to enter into an agreement with Heikki Lampi Sand and Gravel Ltd. for the supply and installation of all materials and equipment necessary to replace the on-site sewage system at the Fort Frances Airport.

Manager of Operations and Facilities

Document1

SCHEDULE 2

AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2019.

BETWEEN:

Heikki Lampi Sand & Gravel Ltd.
(herein sometimes referred to as the "Tenderer" or the "Contractor")

- and -

The Corporation of the Town of Fort Frances
(the "Town")

Whereas the Contractor has represented to the Town that the Contractor is well able to perform the Work described in the Request for Quotations for the respective Total Prices, quoted by the Contractor in the Quotation.

Now therefore the Contractor and the Town (herein sometimes referred to as the "Parties") undertake and agree as follows:

1. The Contractor shall perform and complete the Work:
 - (a) to, and for, the benefit and satisfaction of the Town, in accordance with the Request for Quotation Documents;
 - (b) for the respective Total Prices quoted by the Contractor in the Quotation received April 26, 2019 except as may be increased or decreased by increase or decrease in taxes (such as HST).
2. The Town agrees to pay to the Contractor in lawful money of Canada for the performance of the Work with the amounts to be paid on account thereof being determined by actual measured quantities in accordance with the Specifications and Other Provisions and subject to adjustments, additions, deductions and deletions as provided in and by the Request for Quotation Documents. The Town shall pay on account thereof upon the approval of the Manager of Operations and Facilities. Upon receipt of invoices, any adjustments to monies owing will be made with notification to the Contractor.

3. If the Town fails to make payments to the Contractor as they become due under the terms of the Tender Documents, interest equal to the current bank prime rate + 2% per annum on such unpaid amounts shall become due and payable until payment.
4. If:
 - (a) the Contractor should be adjudged bankrupt, or becomes insolvent, or makes a general assignment for the benefit of creditors, or if a receiver is appointed of the Contractor or the Contractor's business or any part thereof; or
 - (b) a petition in bankruptcy for liquidation, reorganization, or other proceeding, is filed by or against the Contractor;
 - (c) the Contractor fails or neglects to properly perform or complete the Work or otherwise fails to comply with the requirements of the Request for Quotations (including, without limitation, failure to meet gradation specifications, or to meet delivery dates, or otherwise)

the Town may, without prejudice to any other right or remedy it may have, terminate this Agreement by giving the Contractor written notice.

The Contractor's obligation under the Request for Quotation Documents as to quality, correction and warranty of the work performed by him up to the time of termination shall continue in force after such termination.

6. Time shall in all respects be of the essence.
7. Neither this Agreement nor any rights or entitlements under it shall be assignable or transferable by the Contractor without the prior written consent of the Town.
8. Any notice required or permitted to be given hereunder shall be in writing and shall be effectively given if:
 - (a) delivered personally;
 - (b) sent by prepaid courier service or mail; or
 - (c) sent prepaid by telecopier, telex or other similar means of electronic communication (confirmed on the same or following day by prepaid mail) addressed,
 - (i) in case of notice to the Town, as follows:

320 Portage Avenue
 FORT FRANCES, Ontario
 P9A 3P9
 Attention: Administrator

(ii) in case of the Contractor, as follows:

Any notice so given shall be deemed conclusively to have been given and received when so personally delivered or sent by telex, telecopier or other electronic communication or on the second day following the sending thereof by private courier or mail. Any Party hereto or others mentioned above may change any particulars of its address for notice by notice to the others in the manner aforesaid.

IN WITNESSETH WHEREOF the Parties hereto have executed this Agreement.

SIGNATURE OF CONTRACTOR:

Laverne Lampi
 Witness to signature of Tenderer

Heikki Lampi
 If a corporation, the person signing has the authority to bind such corporation

Print name of Witness:

Laverne Lampi

PRINT NAME AND TITLE OF PERSON SIGNING:

Heikki Lampi

IF A CORPORATION, PRINT PROPER NAME OF CORPORATION:

Heikki Lampi Sand & Gravel LTD.

Address of Witness:

1244 First St. E.
 Fort Frances, ON
 P9A 1M3

Address of Contractor:

1244 First St. East
 Fort Frances, ON P9A 1M3
 Page 28 of 56

Phone Number of Witness:

Phone Number of Contractor:

807-274-9647

807-274-9647

Fax

807-274-3227

Number:

Cell

807-275-9852

Number:

The Corporation of the Town of Fort Frances

per:

per:

I/we have authority to bind the Town

**The Dominion of Canada General Insurance Company - the Insurer**165 University Avenue, Toronto, ON M5H 3B9 travelerscanada.ca

The Dominion of Canada General Insurance Company, St. Paul Fire and Marine Insurance Company and Travelers Insurance Company of Canada are the Canadian licensed insurers known as Travelers Canada.

CERTIFICATE OF INSURANCE*This is to certify to:*

*The Corporation of the Town of Fort Frances
320 Portage Ave., Fort Frances ON P9A3P9*

*that policies of insurance herein described have been issued to the
Insured named below and are in force at this date.*

Named Insured: Heikki Lampi Sand & Gravel Ltd. and 539233 Ontario Ltd.

Address: 1244 First Street East, Fort Frances, ON P9A 1M3

Location and Operations to which this Certificate applies: Gravel Pit Operations, Sand and Gravel Sales, Delivery, Excavating, Building

Kind of Policy	Policy Number	Expiry Date			Limits of Insurance	
		D	M	Y		
Commercial General Liability <i>Products - Completed Operations Hazard</i> Included <input checked="" type="checkbox"/> Excluded <input type="checkbox"/> Cross Liability Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	CCP8492542	10	3	2020	Bodily Injury And Property Damage Liability	
					Each Occurrence Limit	\$1,000,000
					Personal And Advertising Injury Limit	\$1,000,000 Any one person or organization
					Medical Expense Limit	\$2,500 Any one person
					General Aggregate Limit	\$5,000,000
					Tenants' Legal Liability Limit	\$250,000 Any one premises
					Products/Completed Operations Aggregate Limit	\$1,000,000
Automobile Liability All owned vehicles <input type="checkbox"/> *Specified vehicles only <input type="checkbox"/> Standard Non-Owned <input checked="" type="checkbox"/> Hired Vehicles <input type="checkbox"/> Leased Vehicles <input type="checkbox"/>	CCP8492542	10	3	2020	\$1,000,000 Inclusive Limit	Bodily Injury and Property Damage Combined
					* Describe Specific Vehicles	
Other (describe) <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	CCP8492542	10	3	2020	Umbrella Liability \$4,000,000	

Note: The Corporation of the Town of Fort Frances is added as an additional insured to the Commercial General Liability Rider of this policy but only with respect to liability caused, in whole or in part, by the Named Insured in the performance of the insured's ongoing operations. Policy limits are not increased by such addition. The insurer waives any rights of subrogation or indemnity or any other claim to which the insurer might otherwise be entitled as against the Town and any other corporation owned, operated, or controlled by or affiliated with the Town, together with a severability of interest clause and a cross liability clause.

The insurance afforded is subject to the terms, conditions, and exclusions of the applicable policy. This Certificate is issued as a matter of information only and confers no rights on the holder and imposes no liability on the Insurer. The Insurer will endeavour to mail to the holder of the Certificate 60 days written notice of any material change in or cancellation of these policies, but assumes no responsibility for failure to do so.

Authorized Representative: E-SIGNED by Carrie Shouldice on 2019-05-03 13:28:25 GMT

Company: Gillons' Insurance Brokers Ltd.

Print name including position held: Carrie Shouldice, Account Manager

Date: 3-May-19

OCCUPATIONAL HEALTH AND SAFETY AGREEMENT

The undersigned Contractor, HEIKKI LAMPI SAND & GRAVEL LTD. shall and does hereby agree and confirm that:

1. it is aware that the Town places great importance on the compliance with and adherence to the Occupational Health and Safety Act (the "Act") and the safety standards and policies of all authorities having jurisdiction;
2. all Work performed by the Contractor or on its behalf shall be in conformity with the Act and the construction, health, and safety standards and policies of all authorities having jurisdiction;
3. the Bidder and its employees, personnel, contractors, subcontractors, agents and/or representatives are knowledgeable and well versed in and with the requirements of, the Act and the safety procedures required for during the performance and completion of the Work;
4. all persons involved with the Work shall be required to wear proper safety equipment at all times; and
5. the Bidder shall be solely responsible for, and the Bidder shall not hold nor seek to hold the Town responsible in any way for, any violations of the Act or the failure of the Tenderer to comply with and adhere to the safety standards and policies of any and all authorities having jurisdiction.

SIGNATURE OF BIDDER:

Laverne Lampi
Witness to signature of Tenderer

[Signature]

If a corporation, the person signing has authority to bind such corporation

Print name of Witness:

Laverne Lampi

PRINT NAME AND TITLE OF PERSON SIGNING:

HEIKKI LAMPI SAND & GRAVEL LTD.
1244 FIRST ST. EAST
FORT FRANCES, ON P8A 1M3
807-274-9547 PH. 807-274-0327 FAX
CELL 807-276-8832



Clearance Certificate / Certificat de décharge

Contractor Legal / Trade Name / Appellation commerciale ou raison sociale de l'entrepreneur	Contractor Address / Adresse de l'entrepreneur	Contractor Classification Unit and Description / Unité de classification de l'entrepreneur et description	Principal Legal / Trade Name / Appellation commerciale ou raison sociale de l'entrepreneur principal	Principal Address / Adresse de l'entrepreneur principal	Clearance certificate number / Numéro du certificat de décharge	Validity period (dd- mm-yy) / Période de validité (jj/mm/aaaa)
HEIKI LAMPI SAND & GRAVEL LTD	1244 FIRST ST EAST, FORT FRANCES, ON, P9A1M3, CA	4564-000: Dry Bulk Materials Trucking 4121-001: Highways, Streets, and Small Bridges 0821-000: Sand and Gravel Pit Operations	THE CORPORATION OF THE TOWN OF FORT FRANCES / TOWN OF FORT FRANCES	320 PORTAGE AVE, PAYROLL DEPARTMENT, FORT FRANCES, ON, P9A3P9, CA	W200000FJ8ZA	02-May-2019 to 19- May-2019

**The Dominion of Canada General Insurance Company - the Insurer**165 University Avenue, Toronto, ON M5H 3B9 travelerscanada.ca

The Dominion of Canada General Insurance Company, St. Paul Fire and Marine Insurance Company and Travelers Insurance Company of Canada are the Canadian licensed insurers known as Travelers Canada.

CERTIFICATE OF INSURANCE*This is to certify to:*

*The Corporation of the Town of Fort Frances
320 Portage Ave., Fort Frances ON P9A3P9*

*that policies of insurance herein described have been issued to the
Insured named below and are in force at this date.*

Named Insured: Heikki Lampi Sand & Gravel Ltd. and 539233 Ontario Ltd.

Address: 1244 First Street East, Fort Frances, ON P9A 1M3

Location and Operations to which this Certificate applies: Gravel Pit Operations, Sand and Gravel Sales, Delivery, Excavating Building

Kind of Policy	Policy Number	Expiry Date			Limits of Insurance
		D	M	Y	
Commercial General Liability <i>Products - Completed Operations Hazard</i> Included <input checked="" type="checkbox"/> Excluded <input type="checkbox"/> Cross Liability Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	CCP8492542	10	3	2020	Bodily Injury And Property Damage Liability <i>Each Occurrence Limit</i> \$1,000,000 Personal And Advertising Injury Limit \$1,000,000 <i>Any one person or organization</i> Medical Expense Limit \$2,500 <i>Any one person</i> General Aggregate Limit \$5,000,000 Tenants' Legal Liability Limit \$250,000 <i>Any one premises</i> Products/Completed Operations Aggregate Limit \$1,000,000
					Automobile Liability <i>All owned vehicles</i> <input type="checkbox"/> <i>*Specified vehicles only</i> <input type="checkbox"/> <i>Standard Non-Owned</i> <input checked="" type="checkbox"/> <i>Hired Vehicles</i> <input type="checkbox"/> <i>Leased Vehicles</i> <input type="checkbox"/>
					\$1,000,000 Inclusive Bodily Injury and Property Damage Combined * Describe Specific Vehicles
Other (describe) <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	CCP8492542	10	3	2020	Umbrella Liability \$4,000,000

Note: The Corporation of the Town of Fort Frances is added as an additional insured to the Commercial General Liability Rider of this policy but only with respect to liability caused, in whole or in part, by the Named Insured in the performance of the insured's ongoing operations. Policy limits are not increased by such addition. The insurer waives any rights of subrogation or indemnity or any other claim to which the insurer might otherwise be entitled as against the Town and any other corporation owned, operated, or controlled by or affiliated with the Town, together with a severability of interest clause and a cross liability clause.

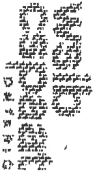
The insurance afforded is subject to the terms, conditions, and exclusions of the applicable policy. This Certificate is issued as a matter of information only and confers no rights on the holder and imposes no liability on the Insurer. The Insurer will endeavour to mail to the holder of the Certificate 60 days written notice of any material change in or cancellation of these policies, but assumes no responsibility for failure to do so.

Authorized Representative: E-SIGNED by Carrie Shouldice
on 2019-05-03 13:28:25 GMT

Company: Gillons' Insurance Brokers Ltd.

Print name including position held: Carrie Shouldice, Account Manager

Date: 3-May-19



Clearance Certificate / Certificat de décharge

Contractor Legal / Trade Name / Appellation commerciale ou raison sociale de l'entrepreneur	Contractor Address / Adresse de l'entrepreneur	Contractor Classification Unit and Description / Unité de classification de l'entrepreneur et description	Principal Legal / Trade Name / Appellation commerciale ou raison sociale de l'entrepreneur principal	Principal Address / Adresse de l'entrepreneur principal	Clearance certificate number / Numéro du certificat de décharge	Validity period (dd- mm-yy) / Période de validité (jj/mm/aaaa)
HEIKI LAMPI SAND & GRAVEL LTD	1244 FIRST ST EAST, FORT FRANCES, ON, P9A1W3, CA	4564-000: Dry Bulk Materials Trucking 4121-001: Highways, Streets, and Small Bridges 0821-000: Sand and Gravel Pit Operations	THE CORPORATION OF THE TOWN OF FORT FRANCES / TOWN OF FORT FRANCES	320 PORTAGE AVE, PAYROLL DEPARTMENT, FORT FRANCES, ON, P9A3P9, CA	W200000FJ8ZA	02-May-2019 to 19- May-2019

HEALTH & SAFETY POLICY

ANNA L AMP considers preventing accidents and providing a safe workplace to be vitally important. As owner I will take every reasonable precaution to ensure a safe working environment. A safe workplace is beneficial to employees, customers and guests.

Employee health and safety is important to me personally and to EMPLOYEES. No task is vital enough to justify performance in an unsafe manner. The most important part of safety is the well-being of employees.

All workers and management must play a role in making our workplace safe.

Identify situations that may be hazardous or present danger to employees and report to the management immediately.

Obtain information from ownership to identify potential or existing hazards of materials, processes or equipment.

It is vitally important to be aware of safety considerations at all times. It is also important to report any injury to ownership quickly. Any dangerous conditions should also be reported to the management immediately.

Date: MAY 22/2019

Owners Signature: _____





REPORT

TO: Mayor Caul & Council

FROM: Jason Kabel, Community Services Division Manager

DATE: May 31, 2019

RE: **Membership & Programs Policy – NEW POLICY**

Preamble

The Community Services Division is proposing a new Membership & Programs Policy that will help define operations for patrons and ensure consistent approach for staff.

Please find attached.

Recommendation

The Community Services Executive Committee recommends adopting the new Membership and Programs Policy as attached.

Respectfully Submitted,



Jason Kabel

Council approval of this report will endorse a new policy for Memberships and Programs at Memorial Sports Centre as attached.

THE TOWN OF FORT FRANCES

Section: Community Services

Policy: Membership and Programs

Creation Date: MAY 2019

Review Date: JUNE 2020

Resolution Number:

Supersedes Resolution:

Policy Number: 2.15

1. GENERAL STATEMENT

The Town of Fort Frances has developed several community based recreational facilities that provide positive leisure time programming opportunities to increase the quality of life for the community and its citizens. It is the intent to allow fair and equitable access to these programs and facilities to ensure that they are used to their maximum. The Town of Fort Frances is dedicated to barrier free sport recreation and leisure programs and services for its residents.

2. PURPOSE

This policy will provide a framework for management to ensure the maximum use of the Memorial Sports Centre programs, endeavouring to run as efficiently as possible.

3. GENERAL RULES

- a) Memberships are not transferable.
- b) Program registration will first be done online for a minimum of ten days prior to in-person registration.
- c) Pre-authorized debit is available for eligible members for Annual and 6-month memberships only.
- d) Management reserves the right to interrupt services for improvements to the facility with no fee adjustments.
- e) Management reserves the right to withdraw, postpone, cancel or combine, and limit registrations.
- f) Class sizes are limited and are offered on a first-come first-served basis.
- g) Age requirements must be followed for all programs and memberships.
- h) A student over the age of 18 must provide an enrollment verification for the current and following year to get student membership fee.
- i) Registration must be paid in full at time of booking a class.
- j) The Pool Policy must be adhered to for any swims.

- k) Children 5 years of age or older are required to use the change room designated for their gender. We offer a change room for adults with children of the opposite gender. Please ask at the Front Desk.
- l) Must be 13 years of age or older to use fitness areas unsupervised - proof of age will be required.
- m) For the safety of the children and other users no children 12 years and under are allowed in the Weight Room.
- n) Every attempt will be made to make accommodation for those with special needs.
- o) Dedicated personal support workers will be allowed access to the facility and programs at no charge when assisting clients.
- p) For patrons who need financial assistance to attend programs, they must demonstrate that they have pursued funding through other assistance programs such as KidSport, JumpStart, and any other available funding source. To apply for assistance, a letter indicating rationale for need, previous year's T4 slip, and last 2 pay stubs must be submitted to the Program Director or Manager of Community Services who will advance the request to the Community Services Executive Committee.

4. CANCELLATION

Programs

- a) Cancellation of registered programs (Swim Lessons, Camps, Courses, etc.) will be granted 5 days prior to the program starting with a \$10 administration charge.
- b) After a program commences, refunds will only be permitted for medical reasons (Certified medical professional note required). There will be a \$10 administration fee and pro-rated for classes held. Requests of this type must be made within 1 week of injury.

Memberships

- a) Cancellation of Memberships prior to the end of the chosen term will be charged a \$10 administration charge and the fee will revert to the monthly membership rate.
- b) For those holding an active 3-month, 6-month, or Annual Membership, a membership may be put on hold for up to 3 months with a certified medical professional note provided. Only one extension or suspension adjustment will be allowed per membership term.
- c) Memberships that have expired will not be considered for adjustment.
- d) Membership adjustments must not be less than 1 month.



REPORT

TO: Community Services Executive Committee
FROM: Jason Kabel, Community Services Division Manager
DATE: May 31, 2019
RE: Facility Rental Policy Review

Preamble

At the regular meeting of the Community Services Executive Committee on May 21, 2019 the committee discussed minor amendments to the facility rental policy.

Please find amendments **highlighted** for assessment.

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to endorse the amended Facility Rental Policy as attached.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Kabel".

Jason Kabel

<p>Council approval of this report will sanction the amendments to the Facility Rental Policy as attached.</p>

THE TOWN OF FORT FRANCES

Section: Community Services

Policy: Facility Rental

Creation Date: June 2004

Revised Date: June 2019

Resolution Number: 084 (consent) 3/19

Supersedes Resolution: 1114 (consent) 10/13

Policy Number: 2.5

1. GENERAL STATEMENT

The Town of Fort Frances has developed several community based recreational facilities that provide positive leisure time opportunities and increase the quality of life for the community and its citizens. It is necessary that these facilities are made available to the community in a fair and equitable manner and that they are used to their maximum.

2. PURPOSE

This policy will provide a framework for management to ensure the maximum use of the community facilities identified and ensure that the facilities are made available to the public in a fair and equitable manner.

3. PROCEDURE

A. Facilities

This policy will cover the rental of the following facilities unless otherwise stated in an agreement or separate policy or procedure manual:

- i. Memorial Sports Centre Ice (& Floor) Surfaces, Auditorium, Meeting Rooms, Squash Courts, and Swimming Pool
- ii. East End Hall
- iii. Townshend Theatre
- iv. St. Francis Sports Fields & Vanjura Park
- v. Sunny Cove Camp
- vi. Rainy Lake Market Square
- vii. Fort Frances Seniors Centre
- viii. Sorting Gap Marina

B. General

- i. All bookings are completed at the Memorial Sports Centre, 740 Scott Street, (807) 274-4561.
- ii. All bookings are not considered confirmed without a signed permit.
- iii. Rental rates are subject to change and are approved by Council annually as part of the budget process. If a rental/user fee increase takes place between the booking date and the event date then the user will be responsible for the difference. Rates will be implemented in order to span the program season so user groups are able to budget accordingly.
- iv. Priority for booking will be determined on the following basis:

- a) Town of Fort Frances programs and services
 - b) Youth, not for profit organizations
 - c) Other, not for profit organizations
 - d) For profit organizations
 - e) Other interested parties
- v. Full payment is required at time of booking unless credit arrangements have been made with the Community Services Manager or designate. In the event of a cancellation, a minimum of two weeks notice in writing is required. Refunds will be subject to a 10% administration charge (or a minimum of \$10) and only eligible if proper notice has been received.
 - vi. Where appropriate a damage deposit may be required.
 - vii. All municipal facilities are smoke free and alcohol free unless the necessary license has been approved. The municipal smoking bylaw and the municipal alcohol policy will be strictly enforced.
 - viii. It is the responsibility of the renter to be aware of and notify users of all rental procedures and requirements.
 - ix. Special arrangements can be made for large users and special events by contacting the Community Services Manager.
 - x. It is the responsibility of the Community Services Manager to resolve all conflicts or disagreements. If a compromise cannot be reached his/her decision is final.
 - xi. Any change in by-laws or town policy that affect these facilities will be applied upon passing of the by-law or scheduled implementation date, written notice will be provided to the users by email or letter.

4. FACILITIES

A. Ice (& Floor) Surfaces

- i. All previous user groups will be required to submit the upcoming season's ice time requirements by July 15th. Confirmation notices will be returned by September 15th.
- ii. Every effort to resolve conflicting ice time requests will be attempted through mutual compromise. In order to facilitate conflicting ice time requirements, the following priorities will be adhered to:
 - a) Provincial and National Championships
 - b) Playoffs, Tournaments, Figure Skating Ice Shows, Special Events
 - c) League Schedules, Figure Skating Competitions, Test Days
 - d) Group practices, programs, and exhibition games
- iii. Hockey games and other competitions will be limited to Tuesdays, Thursdays, Fridays, Saturdays and Sundays in order that user groups can have program time without interruption. The only exception to this will be provincial and national championships.
- iv. Regular users will not be allowed to cancel their weekly allotted ice time, request for changes must be made by September 15th for the months September to December and by December 15th for the months January to April. MSC staff must be notified of ice exchanged between users (for

operational adjustments) at least one week prior to the date(s) to be exchanged.

- v. All rentals are based on a 50-minute hour to allow for resurfacing.
- vi. The ice surface must be vacated during the resurfacing and kept clear until the resurfacing unit is completely off the ice surface. No additional time will be allocated if the user does not comply and there are delays in resurfacing.
- vii. Users must vacate dressing rooms within 30 minutes of the ice rental.
- viii. There is absolutely no smoking or alcohol permitted in the dressing rooms.

B. Swimming Pool

- i. All renters must abide by the Ontario Health Regulations for Type A commercial pools. It is the responsibility of the Program Director to ensure this.
- ii. All swim teams must arrange for their own certified lifeguards and backup first-aider. Lifeguard awards & first-aider certificates must be presented to the Program Director at least 1 week prior to rental.
- iii. All rentals are based on a 55-minute hour to allow for change over.
- iv. Previous user groups are required to submit season pool requests by June 1st.
- v. Regular users will not be allowed to cancel their weekly allotted pool time, request for changes must be made by September 1st for the months September to December and by December 15th for the months January to April. MSC staff must be notified of pool time exchanged between users at least one week prior to the date(s) to be exchanged.

C. Auditorium and East End Hall

- i. Payments are required at time of booking for all hall rentals except for regular renters who have arranged credit.
- ii. Where required, keys will be issued and the renter is responsible for securing the facility and supervising the event.
- iii. The smoking bylaw, municipal alcohol policy, rental agreement terms & conditions, and waivers must be read and signed off on the rental permit.
- iv. Ice must be purchased from the Town for auditorium rentals.
- v. Any damage and extra clean up due to abuse will be charged back to the renter. Under no circumstances is Town property to be removed from a facility without approval from the staff.
- vi. If available, one day prior to an event, a facility may be accessed for setup.
- vii. Renters of the East End Hall are responsible for the following clean up procedures:
 - a) Sweep and mop floor
 - b) Wash and put away dishes
 - c) Empty all garbage into the external dumpster (kitchen & bathrooms)
 - d) Stack tables and chairs on stage
 - e) Shut off lights
 - f) Renter must supply cleaning supplies, tea towels and dish cloths

D. Townshend Theatre

- i. Please see the Townshend Theatre manual (available on the Theatre page of the Town's website fortfrances.ca).

- ii. Cafeteria facilities are not included with the rental of the Theatre, users must book the cafeteria through Fort Frances High School.
- E. St. Francis Sports Fields and Vanjura Park
 - i. Under no circumstances will the consumption of alcohol or smoking be allowed at these facilities.
- F. Sunny Cove Camp
 - i. Available for bookings from May to September by calling 274-4561.
- G. Rainy Lake Market Square
 - i. The rental of the Market Square is under review for the first two years to determine best practice (2018-2019).
- H. Fort Frances Seniors Centre
 - i. The Senior Centre is available for rental by calling 274-7656.
- I. Sorting Gap Marina
 - i. Operates seasonally from May long weekend to Labour Day weekend.
 - ii. Dock spaces (slips) can be rented at the Memorial Sports Centre in May prior to season opening. Slip holders from the previous season will be contacted by the Community Services receptionist to renew their slip before April 15th.



REPORT

TO: Mayor Caul & Council

FROM: Jason Kabel, Community Services Division Manager

DATE: May 31, 2019

RE: **Rainy Lake Gymnastics Academy Agreement**

Background

At the regular Community Services Executive Committee Meeting on May 21, 2019, the committee gave direction to make minor modification to the proposed agreement with the Rainy Lake Gymnastics Academy (RLGA).

Please find the revised agreement attached with the modifications discussed as well as those proposed by RLGA.

Recommendation

To enter into an agreement with the Rainy Lake Gymnastics Academy to operate in the Memorial Sports Centre Auditorium as attached.

Respectfully Submitted,



Jason Kabel

Council approval of this report will:

- 1) endorse entering into an agreement with Rainy Lake Gymnastics Academy to operate in the Memorial Sports Centre Auditorium as attached.
- 2) authorize Mayor and Clerk to execute the agreement.

THIS AGREEMENT to come into effect the **1st** day of **September, 2019**.

B E T W E E N :

THE CORPORATION OF THE TOWN OF FORT FRANCES

hereinafter called the "Town" or "Lessor".

- AND -

RAINY LAKE GYMNASTICS ACADEMY

hereinafter called the "Lessee".

WHEREAS:

- A. The Lessee is wishing to rent the Memorial Sports Centre Auditorium from the Lessor during the Fall of 2019 through to the Spring of 2020 to offer gymnastics programming for youth;
- B. The Lessee is proposing to leave their gymnastics equipment set-up on a semi-permanent basis subject to the terms below; and
- C. The Lessee is planning to offer the gymnastics programming for approximately 19 hours a week subject to the availability of the facility and enrolment numbers.

Now therefore,

In addition to the Memorial Sports Centre Auditorium - Rental Agreement Terms and Conditions and Community Services Facility Rental Policy, the parties hereby agree to the following:

- 1. Term of Lease – 2 year term (September to April each season, for the seasons 2019-2020 and 2020-2021). The agreement will be reviewed after the first year to determine if revision is appropriate.
- 2. Rental fee – Will be charged as per the Auditorium contracted hourly rate listed in the Town of Fort Frances user fee schedule subject to change at any time by Council resolution (May 2019 rate - \$32.35).
- 3. Scheduling – Memorial Sports Centre staff will meet with the Lessee before July 31st each year to determine the Fall (September –December) schedule and before November 30th each year to determine the Winter (January – April) schedule.
- 4. Gymnastics Equipment – The Lessee will be solely responsible for setup and takedown of any equipment that is required for their use of the Auditorium. The Lessee hereby agrees to have equipment moved as required by the facility management to accommodate other facility needs and uses by management. The Lessor agrees to provide as much notice as possible to the Lessee when unplanned removal of equipment is required. The Lessee acknowledges that unscheduled, but necessary maintenance may cause there to be little or no notice to remove equipment. The Lessee agrees to pay an additional fee to cover all costs reasonable as determined by management if they fail

to move their equipment as stipulated by Memorial Sports Centre management. The Lessee will have access to a portion of the 'Tables and Chairs room' on the 2nd floor of the Ice for Kids rink.

5. Fitness Classes- The Lessor acknowledges that the gymnastics equipment will not be taken down for Memorial Sports Centre Fitness classes. Both parties acknowledge that the Fitness classes may use the gymnastics floor if they choose. The Lessee acknowledges that Instructors for the Memorial Sports Centre may move pieces of gymnastics equipment as required for their class.

6. Shared use by Rainy Lake Air Cadets- The Lessee acknowledges that they will be required to take down gymnastics equipment as required for each Sunday practice for the Rainy Lake Air Cadets in order for the Rainy Lake Air Cadets to have full use of the Auditorium.

7. Other Events – For any and all events that have already been scheduled in the auditorium, the Lessee will ensure that their equipment is removed from the facility and properly stored. In an attempt to minimize the Lessee's equipment setup and takedown, Memorial Sports Centre management will only book additional auditorium events that are deemed necessary. The Lessor agrees to provide all dates and times of previously scheduled events to the Lessee prior to July 31st of each year.

8. The Lessee shall assume all liability for damages caused directly or indirectly by him/her or his/her members and invitees while using the facilities.

9. The Lessee shall assume risks of damage and injury while on the premises for him/her and his/her members and invitees, and hold the Lessor harmless and indemnified there from.

10. The Lessee shall have in force \$5,000,000 of liability insurance with the Town of Fort Frances named as an additional insured.

THE CORPORATION OF THE TOWN OF FORT FRANCES

- AND -

RAINY LAKE GYMNASTICS ACADEMY

IN WITNESS WHEREOF the Town hereto has affixed its Corporate Seal and attested by its proper Officers duly authorized on their behalf and has hereunto set

SIGNED SEALED
AND DELIVERED

THE CORPORATION OF THE TOWN
OF FORT FRANCES

MAYOR: _____

CLERK: _____

Per: _____ Printed: _____
(Rainy Lake Gymnastics Academy)

Per: _____ Printed: _____
(Rainy Lake Gymnastics Academy)

Witness: _____ Printed: _____

Memorial Sport Center Auditorium

740 Scott Street
Fort Frances, Ontario P9A 1H8

Rental Agreement Terms and Conditions:

Whereas your organization (the lessee) has leased the Memorial Sports Centre Auditorium from the Town of Fort Frances (the lessor), agree to the following terms and conditions as part of your rental agreement with the Town of Fort Frances:

- 1) Agree to all Rules and Regulations of Auditorium as provided by the Town of Fort Frances [Smoking Bylaw](#), [Municipal Alcohol Policy](#), and [Facility Rental Policy](#).
- 2) Full payment is required at time of booking. In the event of a cancellation, a minimum of two weeks notice in writing is required. Refunds will be subject to a 10% administration charge (or a minimum of \$10) and only eligible if proper notice has been received.
- 3) For Account Holders - On the first day of every month following the invoice due date, 1.25% interest per month shall be added to the account.
- 4) Shall assume all liability for damages caused directly or indirectly by him/her or his/her invitees while using the facilities and report any damage to the Memorial Sports Centre staff immediately at the reception desk or (807) 274-4561.
- 5) Leave the facility clean and in good condition.
- 6) Agree to indemnify and save harmless the Town of Fort Frances, its officers, servants, and agents from and against all claims, demands, costs, actions, causes, of action, expenses whatsoever which may be taken or made against them by or any of them for any loss, damage, or injury, including deaths, of any nature or kind whatsoever arising out of or in consequence of any act, neglect, or omission of the Municipality, her servants or agents, or the Lessee, in relation to the operation of Auditorium.
- 7) A valid liquor permit or license must be in place and posted in accordance with the Alcohol & Gaming Commission of Ontario for the service of alcohol. Adherence to the Municipal Alcohol Policy must be strictly observed.
- 8) Copies of Smart Serve Cards, Liquor License, and \$5,000,000 of Third Party Liability Insurance with the Town of Fort Frances named as an additional insured are to be submitted to Memorial Sports Centre staff before access to the facility is granted.
- 9) Room set up request is required 1 week prior to the event.
- 10) Cubed Ice is provided and must be paid for on the next business day after the event.

Any questions or concerns regarding your booking or these terms and conditions can be directed to Memorial Sport Centre Facility Management or designate at (807) 274-4561.

I/We have read and agree to adhere to the terms and conditions of this agreement and all policies listed herein with the Town of Fort Frances for the use of Auditorium.

Name of Organization

Authorized Signature

Date

Print Name

June 5, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: 2019/2020 Connecting Link Program – Kings Highway 11/71

The Town of Fort Frances has two different sections of Connecting Link Highway dividing at Central Avenue. Under the Connecting Link program, we are eligible to apply annually for funding for each section of highway independently. For the 2019/2020 intake the Town is applying to resurface and widen Kings Highway from Pit Road #1 to Oakwood Road.

On April 11, 2019 the province announced a short intake 2019/2020 Connecting Link program. This road segment is the next most critical road segment to be reconstructed under the Connecting Link program to the west side of town and an application was submitted by the May 31 deadline. The work will consist of design and tendering in 2019, reconstruction of road base and subbase and binder course asphalt in 2020 and surface course paving in 2021 at a total estimated cost of \$3,732,654.45 including engineering, contingency and the Town's portion of HST where the Connecting Link program will fund \$3,000,000.00.

Due to the short window for applications the requirement to have a council resolution to accompany the application was given an extension to June 14, 2019.

The Operations and Facilities Executive Committee recommends that a separate resolution be passed by council supporting the application to the Ministry of Transportation 2019/2020 Connecting Link program for the reconstruction of Kings Highway from Pit Road #1 to Oakwood Road.

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that a separate resolution be passed by council supporting the application to the Ministry of Transportation 2019/2020 Connecting Link program for the reconstruction of Kings Highway from Pit Road #1 to Oakwood Road.

June 5, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: 2019/2020 Connecting Link Program – Scott Street

In 2009 the Town received funding through the Connecting Link Program for the reconstruction of Scott Street from Colonization Road East to Reid Avenue. That work was tendered; however, the funding was cut prior to the works being started and the project was cancelled.

On April 11, 2019 the province announced a short intake 2019/2020 Connecting Link program. This road segment is the next most critical road segment to be reconstructed under the Connecting Link program to the east side of town and an application was submitted by the May 31 deadline. The work will consist of final design and tendering in 2019, construction of underground and binder course asphalt in 2020 and surface course paving in 2021 at a total estimated cost of \$5,530,230.66 including engineering, contingency and the Town's portion of HST where the Connecting Link program will fund \$3,000,000.00.

Due to the short window for applications the requirement to have a council resolution to accompany the application was given an extension to June 14, 2019.

The Operations and Facilities Executive Committee recommends that a separate resolution be passed by council supporting the application to the Ministry of Transportation 2019/2020 Connecting Link program for the reconstruction of Scott Street from Colonization Road East to Reid Avenue.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that a separate resolution be passed by council supporting the application to the Ministry of Transportation 2019/2020 Connecting Link program for the reconstruction of Scott Street from Colonization Road East to Reid Avenue.

Manager of Operations and Facilities

June 5, 2019

Report To: Mayor & Council

From: Doug Brown, CAO

SUBJECT: Council Resolution to endorse 2nd phase Application under the NOHFC – Community Capacity Building Initiatives Program for a Land Use & Economic Development Feasibility Study for the Shevlin Wood Yard & Former Nursing Station

Further to the attached administration report dated March 8, 2019, the Town was unsuccessful in securing funding from the provincial government under the Provincial Rural Economic Development (RED) Program to complete a feasibility study on the re-development of the Shevlin Wood Yard and former Resolute Forest Products' nursing station (hereon referred to as a Gateway to the Market Square). See attached letter dated April 18, 2019 from the Ministry of Agriculture, Food and Rural Affairs. In late April 2019, the Town through the RRFDC submitted a phase 1 application under the NOHFC – Community Capacity Building Initiatives Program. The Town has been notified to proceed to 2nd phase of the application process.

At this time, a Council resolution is required to submit the 2nd phase of the application process under the NOHFC- Community Capacity Building Initiatives Program.

Financial Implications

The feasibility study is estimated to have a net cost of \$ 131, 138.11. It is funded by four components;

Town –	\$ 16,000
Provincial Government- NOHFC-	\$ 65,000
Federal Government- Fednor -	\$ 60,000
RRFDC -	\$ 5,000
Total Funding is estimated at	\$146,000

Administration recommends the following;

- 1) That Town of Fort Frances Council, by way of resolution supports the Project # 8210332 - Shevlin Wood Yard and Gateway to the Rainy Lake Square up to a total of \$146,000;
- 2) That the Town of Fort Frances Council, by way of resolution supports the application to the Northern Ontario Heritage Fund (NOHFC) for \$65,000;
- 3) That the Town of Fort Frances Council commits to the balance of funds and to covering cost overruns;
- 4) THAT should the funding under the NOHFC- Community Capacity Building Initiatives Program be awarded Mayor and Clerk be authorized to execute the funding agreements on behalf of the Corporation of the Town of Fort Frances.

Respectfully Submitted
Operations & Facilities Division



Doug Brown, P. Eng.
CAO

COUNCIL approval of this report will ensure the following:

- 1) THAT Town of Fort Frances Council, by way of resolution supports Project # 8210332 – Shevlin Wood Yard and Gateway to the Rainy Lake Square up to a total of \$146,000.00;
- 2) THAT the Town of Fort Frances Council, by way of resolution supports the application to the Northern Ontario Heritage Fund (NOHFC) for \$65,000.00;
- 3) THAT the Town of Fort Frances Council commits to the balance of funds and to covering cost overruns;
- 4) THAT should the funding under the NOHFC – Community Capacity Building Initiatives Program be awarded Mayor and Clerk be authorized the execute the funding agreements on behalf of the Corporation of the Town of Fort Frances.

2019JuneRFPwoodyardnewgrant

**Ministry of Agriculture,
Food and Rural Affairs**

**Ministère de l'Agriculture,
de l'Alimentation et des
Affaires rurales**

4th Floor
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: 1-877-424-1300
Fax: 519-826-3398

4^e étage
1 Stone Road West
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Rural Programs Branch

April 18, 2019

File Number: RED4-08328

Doug Brown, CAO
The Corporation of the Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9

Dear Doug Brown:

Thank you for submitting your application entitled "**Redevelopment Opportunities: Shevlin Wood Yard and Gateway to Rainy Lake Square**" to the Rural Economic Development program.

The demand for this intake of the program exceeded the funding allocated. Only those projects with the highest alignment to the program outcomes and criteria were approved for funding.

We regret to inform you that your application will not be funded under the Rural Economic Development program.

Should you have any questions or require additional information, please do not hesitate to contact your project analyst, Harry Bishop, at Harry.Bishop@ontario.ca or at (519) 826-3190.

Please visit www.Ontario.ca/redprogram for Rural Economic Development program information and updates.

Sincerely,

Original Signed By
Andrea Ruskova, Manager (A)
Business and Rural Investment Programs



Good Things
Grow in Ontario
À bonne terre,
bons produits





FIRE & RESCUE SERVICE

"PRIDE & HONOUR"

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement



APRIL 2019 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Total Hours: Incidents; Training; Public Education; and Public Service	Training Sessions:	Public Ed & Prevention; Public Events; Public Service:	Fire Safety Standards Enforcement Inspections / Re-inspections for 2019:	Fire Drills	EMS Calls:	Fire Calls:	Fire Loss estimated values in Dollars:
30.3	3	2	7	0	5	2	0
Alarm Calls:	MVC Calls:	Ice / Water Calls:	(CO) Carbon Monoxide / Gas Leak Calls:	Hazmat Calls:	Mutual Aid Calls:	Other Calls:	Tickets Issued:
3	3	2	0	0	0	XX	0

TEAM MEMBERS RESPONDED TO 15 EMERGENCY RESPONSE CALLS DURING APRIL 2019.

Total Hours:

- **10.3 Hours** was spent on responding to emergency incidents.
- **14 Hours** was spent on public service and public education.
- **6 Hours** was spent on training.

Time of Day:

During this month, **60%** of our calls for service occurred on the Day Shift between 07:00 & 19:00 and **40%** of our calls for service occurred during the Night Shift between 19:00 & 07:00.

Fire Response Calls:

There were **2 (two)** Fire Response Calls:

- **1 (one)** was cooking related (no fire).
- **1 (one)** was electrical equipment related (no fire)

Fire Prevention Inspections / Re-inspections:

7 (seven) inspections / re-inspections were completed in April, which brings our total to **58** inspections / re-inspections completed since January 1st, of this year. This low number is due in part to it being busy with public education events, courtroom paperwork, training paper work required for the Ontario College and holidays. Meanwhile, May will be a very busy month, as the vulnerable occupancy inspections and fire drills are scheduled to occur.



FIRE & RESCUE SERVICE

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APRIL 2019 REPORT

FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Emergency Medical Services (EMS) Response Calls:

There were **5 (five)** Emergency Medical Services (EMS) Calls.

Fire Alarms:

There were **3 (three)** False Fire Alarm Calls.

Ice/Water Calls:

There was **1 (one)** call for an overturned canoe in the rapids by the train bridge with 2 people in the water. Upon arrival at the scene ... the 2 people had been rescued by the Koochiching County Sheriffs Department.

Meanwhile, there was **1 (one)** call, which came in as ... possibly people in the water by Rusty Myers Flying Service; it turned out to be an inflatable toy.

Training:

Training consisted of three separate 2-hour training sessions; each month a third training session is scheduled as a make-up session for members to attend who missed the previous two training sessions.

Public Fire Safety Education / Public Events / Public Service / Community Spirit / Highlights:

Weekly Fire & Life Safety Tips continue to be published in the Thursday edition of the Fort Frances Bulletin, as well as on our towns official Facebook Page.

In the interest of community spirit, as well as in honour of celebrating diversity ... Fort Frances Fire Chief Tyler Moffitt donned a pink shirt for International day of Pink.



Fire Chief Tyler Moffitt



FIRE & RESCUE SERVICE

"PRIDE & HONOUR"

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement



APRIL 2019 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Meanwhile, our team members took part in the Business & Community Expo 2019 at the Fort Frances Curling Club on Friday, April 26th and on Saturday, April 27th.



Left to right: Brad Townson & Real DeGagne

As well, during the Saturday of the expo ... a few "cons" helped the Voyageur Lions Club raise approximately \$4,100 through its Jail or Bail.

Mayor June Caul and Fire Chief Tyler Moffitt were also jailed and raised money for the cause. As well, some of the funds raised will go towards the purchase of a new mammography unit for Riverside Health Care.



Fire Chief Tyler Moffitt