

TOWN OF FORT FRANCES

AGENDA - January 13, 2020

MEETING - Council Chambers , Civic Centre

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1. COUNCIL MEETING

(Session No. 029) to immediately follow the Committee of the Whole

1.1 Call to Order

1.2 Prayer

1.3 Non-agenda items identified to be considered later in this meeting

1.4 Disclosure of pecuniary interest and the general nature thereof.

2. Delegations/Deputations:

2.1 Scott Kreinke-Turvey, Owner of Ink Spotz Apparel on Scott Street
- speaking to Single use Plastic matter

2.2 Site Plan Control Information Session, C. Vangel, CBO / Municipal Planner 4 - 15

3. Consent Agenda:

3.1 Items Referred from Committee of the Whole

3.2 Northwestern Ontario Sports Hall of Fame - Fundraising Campaign 16
- will be referred to the Administration & Finance Executive Committee for recommendation.

3.3 Diocese of Thunder Bay re: Sister Kennedy Centre 17
- will be referred to the Sister Kennedy Centre Board (via Community Services Executive Committee) for recommendation.

3.4 Heart of the Continent re: 2020 Annual Dues 18 - 19
- will be referred to the Administration & Finance Executive Committee for recommendation.

3.5 Northern Ontario School of Medicine re: Sponsorship Opportunity 20
- will be referred to the Administration & Finance Executive Committee for recommendation.

4. Approval of Council Minutes: *

4.1 Session No. 028, dated December 9, 2019

5.	<u>Approval of Committee of the Whole Minutes: *</u>	
5.1	Session No. 030, dated December 9, 2019	
6.	<u>Resolutions from tonight's Committee meeting</u>	
7.	<u>By-Laws:</u>	
7.1	By-law 01~20 being a by-law to authorize the borrowing of money to meet current expenditures of the Council of the Corporation of the Town of Fort Frances.	21
7.2	By-law 02~20 being a by-law to provide for an interim tax levy in the year 2020 and to provide for penalty and interest to be charged on the unpaid balance for the late payment of said interim taxes, all as provided for in the Municipal Act.	22
7.3	By-law 03~20 being a by-law to approve an agreement with HTFC Inc. for a land use and economic development feasibility study re: redevelopment of the Shevlin Woodyard and Gateway to Market Square.	23 - 25
7.4	By-law 04~20 being a by-law to approve an agreement with Kenora Central Ambulance Communications Centre and Lake of the Woods District Hospital under the authority of the Ministry of Health for a communications service.	26 - 39
8.	<u>Information Correspondence:</u>	
8.1	Association of Municipalities of Ontario (AMO) Correspondence - AMO Watchfile December 12, 2019 - Queen's Park Update December 16, 2019 - Call for Action to Pass Resolution about Transition of Blue Box - AMO Watchfile December 19, 2019 - AMO Watchfile January 9, 2020	40 - 58
8.2	Hon. J. Yakabuski, Minister of Natural Resources and Forestry (MNRF) re: 2019 AMO Conference	59
8.3	Township of Greater Madawaska re: Electronic Delegation	60
8.4	City of Woodstock re: Single use Plastic Bags	61
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8.7	Township of Stone Mills resolution re: Conservation Authorities	66 - 67

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8.8 Town of Deep River resolution re: Nuclear Reactor Technology	68 - 69
9. <u>Minutes:</u>	
9.1 Administration and Finance Executive Committee dated December 3, 2019.	70 - 72
9.2 Operations and Facilities Executive Committee dated December 4, 2019.	73 - 74
9.3 Planning and Development Executive Committee dated December 2, 2019	75 - 76
9.4 Community Services Executive Committee dated November 4, 2019	77 - 78
9.5 Community Services Executive Committee dated November 18, 2019	79 - 81
9.6 Police Services Board dated October 25, 2019	82 - 85
9.7 Fort Frances Public Library Technology Centre dated December 18, 2019	86 - 87
9.8 Downtown BIA Board of Management dated October 9, 2019 and November 13, 2019	88 - 93
10. <u>Non-agenda Items</u>	
11. <u>ADJOURNMENT</u>	
12. <u>* Previously distributed to Council</u>	
13. <u>** Items can be viewed by contacting the Clerk</u>	

Site Plan Control Information Session

January 13, 2020



FORTFRANCES
BOUNDLESS

What is Site Plan Control?

- ▶ A tool provided to municipalities through section 41 of the Planning Act allowing the municipality to have additional input on exterior project aspects in excess of the Zoning By-law
- ▶ Historically it has been conducted through an agreement registered on title with multiple provisions that save harmless the municipality (and tax payers) from incurring cost of damages related to construction
- ▶ Development proceeds and is maintained in a manner approved by Council
- ▶ New developments meet certain standards of quality and appearance that property standards cannot apply
- ▶ There is safe and easy access for pedestrians and vehicles
- ▶ There is adequate landscaping, parking, drainage and storm water management, and
- ▶ Neighbouring properties are protected from incompatible development

Who/where is subject to Site Plan Control?

- ▶ 5.7.1 Site Plan Control Area (Town of Fort Frances Official Plan)
 - ▶ Council shall adopt a By-law to designate the entire area of the Town as a Site Plan Control Area. All types of development or redevelopment shall be subject to Site Plan Control provisions with the exception of the operation of licensed pits and quarries, single-detached, semi-detached, or duplex dwellings, and additions or renovations thereto.
- ▶ 5.7.2 Development or Redevelopment(Town of Fort Frances Official Plan)
 - ▶ For the purposes of the Plan, development or redevelopment shall be defined as the construction, erection, or placing of one or more buildings or structures on land, or the making of an addition or alteration to a building or structure that has the effect of substantially increasing its size or usability, or the laying out and establishment of a commercial parking lot.
- ▶ Historical records show that a By-law designating a Site Plan Control area has not been passed in the Town of Fort Frances. This provides PDEC and Council the opportunity to decide on a case by case basis to enact site plan control

Classes of Development Subject to Site Plan Control

Classes of development, delegation (Section 41(13) of the Planning Act)

- ▶ (13) Where the council of a municipality has designated a site plan control area under this section, the council may, by by-law,
 - ▶ (a) define any class or classes of development that may be undertaken without the approval of plans and drawings otherwise required under subsection (4) or (5); and
 - ▶ (b) delegate to either a committee of the council or to an appointed officer of the municipality identified in the by-law either by name or position occupied, any of the council's powers or authority under this section, except the authority to define any class or classes of development as mentioned in clause (a). R.S.O. 1990, c. P.13, s. 41 (13).

Why do we use Site Plan Control?

- ▶ It allows us to ensure projects are completed from start to end
- ▶ A project value-based letter of credit is provided to the Municipality until the terms of the agreement are fulfilled (typically 5%)
- ▶ It allows us to implement storm water control measures to reduce the stress on the current town infrastructure
- ▶ It allows us implement standards of streetscape and appearance (aesthetics)
- ▶ Key driver to implementing the Official Plan
- ▶ Cost recovery setup

Exclusions from Site Plan Control

- ▶ Section 41(4.1) of the Planning Act excludes the following Site Plan Control:
 - ▶ Interior Design
 - ▶ The layout of interior areas, excluding interior walkways, stairs, elevators and escalators referred to in subparagraph 2.(c) of subsection (4) of the Planning Act
 - ▶ The manner of construction and standards for construction

Allowable Inclusions to Site Plan Control

Conditions to approval of plans (Section 41(7) of the Planning Act)

(7) As a condition to the approval of the plans and drawings referred to in subsection (4), a municipality may require the owner of the land to,

- ▶ (a) provide to the satisfaction of and at no expense to the municipality any or all of the following:
 - ▶ 1. Subject to the provisions of subsections (8) and (9), widenings of highways that abut on the land.
 - ▶ 2. Subject to the *Public Transportation and Highway Improvement Act*, facilities to provide access to and from the land such as access ramps and curbings and traffic direction signs.
 - ▶ 3. Off-street vehicular loading and parking facilities, either covered or uncovered, access driveways, including driveways for emergency vehicles, and the surfacing of such areas and driveways.
 - ▶ 4. Walkways and walkway ramps, including the surfacing thereof, and all other means of pedestrian access.
 - ▶ 4.1 Facilities designed to have regard for accessibility for persons with disabilities.
 - ▶ 5. Facilities for the lighting, including floodlighting, of the land or of any buildings or structures thereon.
 - ▶ 6. Walls, fences, hedges, trees, shrubs or other groundcover or facilities for the landscaping of the lands or the protection of adjoining lands.
 - ▶ 7. Vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage and other waste material.
 - ▶ 8. Easements conveyed to the municipality for the construction, maintenance or improvement of watercourses, ditches, land drainage works, sanitary sewage facilities and other public utilities of the municipality or local board thereof on the land.
 - ▶ 9. Grading or alteration in elevation or contour of the land and provision for the disposal of storm, surface and waste water from the land and from any buildings or structures thereon;
- ▶ (b) maintain to the satisfaction of the municipality and at the sole risk and expense of the owner any or all of the facilities or works mentioned in paragraphs 2, 3, 4, 5, 6, 7, 8 and 9 of clause (a), including the removal of snow from access ramps and driveways, parking and loading areas and walkways;
- ▶ (c) enter into one or more agreements with the municipality dealing with and ensuring the provision of any or all of the facilities, works or matters mentioned in clause (a) or (d) and the maintenance thereof as mentioned in clause (b) or with the provision and approval of the plans and drawings referred to in subsection (4);
 - ▶ (c.1) enter into one or more agreements with the municipality ensuring that development proceeds in accordance with the plans and drawings approved under subsection (4);
- ▶ (d) subject to subsection (9.1), convey part of the land to the municipality to the satisfaction of and at no expense to the municipality for a public transit right of way. R.S.O. 1990, c. P.13, s. 41 (7); 1996, c. 4, s. 24 (1, 2); 2006, c. 23, s. 16 (6, 7).

Potential Fees

The following may serve as an examples of related fees structured into the agreement on a cost recovery basis. All are typically included in agreement, though not always required or charged.

- ▶ Application Fee - \$1034.10 (2020)
- ▶ Agreement Preparation
- ▶ Agreement registration on title
- ▶ All legal/lawyer fees and disbursements
- ▶ Engineer/engineering fees and disbursements
- ▶ Planning/planner fees and disbursements
- ▶ Municipal staff time
- ▶ All land title fees and charges
- ▶ Any other costs or charges in any way related to the application, the development, or this agreement
- ▶ HST and any other taxes on or to any of the above
- ▶ 5% letter of credit (typically released upon satisfaction of agreement terms)

Reduction or Release of Security

The following items are typically requested prior to releasing part of the letter of credit:

- ▶ Letter of application for reduction/release
- ▶ Consultants certificate confirming that services are completed (i.e. structural, electrical, building services, etc.)
- ▶ As-constructed drawings
- ▶ Satisfactory evidence of no construction liens filed
- ▶ Workplace safety certificate (WSIB)
- ▶ Statutory declaration as to accounts (ensure contractor payments)
- ▶ Surveyors certificate and real property report
- ▶ Composite utility plan

Site Plan Control Timeline

It is always the recommendation of administration to consult with us prior to being shovel ready to mitigate delays.

- ▶ Pre-consultation
- ▶ Application received accompanied by application fee and supporting documentation
 - ▶ Application reviewed and circulated for comments
- ▶ Comments, if any, are discussed with applicant
- ▶ Draft agreement is prepared
- ▶ Planning report to PDEC for recommendation to Council on whether Site Plan Control is required
 - ▶ Applicant may make presentation regarding development
- ▶ Recommendation from PDEC brought to Council for decision on Site Plan Control Application
- ▶ By-law and agreement passed at next council meeting deeming project under Site Plan Control
- ▶ Agreement finalized and registered on title
- ▶ Assuming building plans were submitted at time of application, review would be completed and ready to issue building permit

Historical SPC Projects (Sample Only)

- ▶ Senic River Mall
- ▶ Wal-mart
- ▶ 1305 Mill Rd - Trailer Park
- ▶ Canadian Tire
- ▶ New Beginnings Fellowship Church
- ▶ Evangelical Fellowship Church - Former Bingo Hall
- ▶ Youth Detention Centre
- ▶ Boston Pizza
- ▶ Robert Moore School
- ▶ Wahkaihganun Futures 8th Street
- ▶ 301 Nelson Street - RFP
- ▶ St. Mary School
- ▶ UNFC Daycare
- ▶ OPP Station



6th St W

Navy Light W

6th St W

6th St W

6th St W

6th St W

Doug Kitowski Trucking

Piston Ring Fort Frances

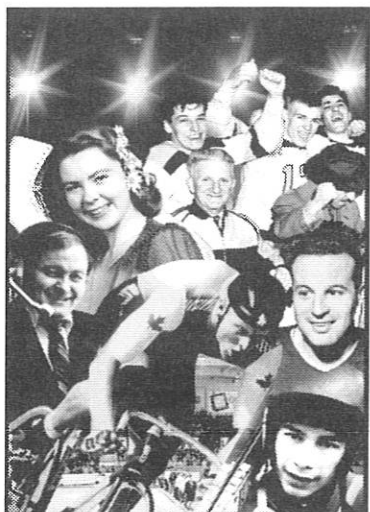
Keating Ave

Keating Ave

Keating Ave

Northwestern Ontario Sports Hall of Fame

ANNUAL MEMBERSHIP & FUNDRAISING CAMPAIGN



WE VALUE & NEED YOUR SUPPORT!

As a non-profit organization, the Northwestern Ontario Sports Hall of Fame must raise the funds needed to operate our regional sports museum and hall of fame. A big part of this challenge is met through our **Annual Membership** and **Fundraising** activities. There are a number of ways you can help:

- Purchase a **2020 MEMBERSHIP**
- Make a tax deductible **DONATION** or **MONTHLY PLEDGE**
- Try your luck with a **FAME 600 CLUB LOTTERY TICKET**
 - \$50 gets you 50 chances to win various cash and sports themed prizes including
 - 1 prize of 2 tickets to a 2020-21 **Chicago Blackhawks NHL** game + \$1,000 cash
 - 1 prize of a **Jordan Staal** Carolina Hurricanes autographed jersey and more...

Name: _____

Address: _____

Phone: ____ (____) _____

E-mail: _____

2020 MEMBERSHIP FEES

✓ **YES I want to Help Preserve Our Sports Heritage!**

- ☐ Individual - \$25
- ☐ Family - \$40 (# in family _____)
- ☐ Business/Organization - \$60

Membership Total \$ _____

DONATION

Spectator (\$1 - \$49) Loyal Fan (\$50 - \$199) Patron (\$200 - \$499) Benefactor (\$500 plus)

- ☐ I would like to make a **DONATION** in the amount of: \$ _____ (tax receipt issued for donations/pledges)
- ☐ I would like to **PLEDGE** \$ _____ for _____ months, for a total donation of _____

I would like my donation to be in Honour of _____

Donation Total \$ _____

2020 FAME 600 CLUB DRAW

Only 600 tickets available ~ \$50 per ticket ~ 50 chances to win
~ 50 Draws held from July 20th - September 2nd, 2020 ~

☐ Number of tickets required _____ @ \$50 each

Fame 600 Total \$ _____

TOTAL AMOUNT ENCLOSED \$ _____

Method of Payment (✓ one): _____ Cheque (made payable to NWO Sports Hall of Fame) _____ MasterCard _____ VISA _____ Other

Credit Card No. _____ Expiry ____ / ____ Signature _____

Please remit with payment to: Northwestern Ontario Sports Hall of Fame 219 May Street S Thunder Bay ON P7E 1B5
Phone (807) 622-2852 Fax (807) 622-2736 email: nwosport@tbaytel.net www.nwosportshalloffame.com



DIOCESE OF THUNDER BAY

P.O. BOX 10400 THUNDER BAY, ONTARIO P7B 6T8

TELEPHONE: 807 343-9313 FAX: 807 343-9114

December 16, 2019



Mayor June Caul and Council
The Town of Fort Frances
320 Portage Ave.
Fort Frances, ON P9A 3P9

Dear Mayor Caul and Councillors:

I am writing this letter of support for the Sister Kennedy Center on behalf of myself as the bishop, and the many people who have called me expressing their concerns about talk of the possible closing of this Senior's Centre.

My understanding is that the Centre, initiated by Sr. Betty Kennedy back in 1983, was built on property that was donated to the town by the Catholic community for the specific service to seniors. Even though we do not have records of this in our archives, I would hope that the Town of Fort Frances will continue to honour this initiative and its purpose as established.

I am told that the Sister Kennedy Centre is a vibrant and active place for many seniors in the community and its use, is a testament to its need for the seniors and others.

We hope that your Council will continue to support this important centre for the good of the seniors and other citizens in Fort Frances.

Thank you for taking the time to hear of this concern.

Sincerely,

Most Rev. Fred Colli
Bishop of Thunder Bay



Heart of the Continent Partnership

Working together to sustain and celebrate the lakes, forests and communities on the Ontario/Minnesota border



Date: December 17, 2019

Mayor Roy Avis
City of Fort Frances, 320 Portage Ave
Fort Frances, ON P9A 3P9

From: HOCP Steering Committee
Re: Renewal of Annual Dues



Dear Mayor Avis:

I am writing to invite you and your organization to consider contributing to HOCP's voluntary 2020 annual dues. Your annual support makes a huge difference for helping HOCP continue its mission to sustain and celebrate this wonderful cross-border region through collaboration. Please respond by the end of the first quarter, 2020 or when it is best for your fiscal year. Thanks so much.

Heart of the Continent's ongoing efforts help connect this vast and amazing area culturally and as an ecosystem of interconnected lakes and rivers and a shared inland sea. Branding our area has mutual benefits that can create and maintain strong relationships and partnerships that can share in knowledge and prosperity. Our partnership with National Geographic MapGuide Division—the Geotourism Initiative—continues to help brand our area as a world class destination. www.traveltheheart.org

Public-private partnerships like Heart of the Continent that include stakeholders from government, private industry, tourism, local communities, non-profit clubs and organizations are vital for improvement in stakeholder relations, leveraging funds, marketing and long-term sustainability. Partnerships for sustainable economic growth and recreation are an essential tool to improve our gateway communities and celebrate our neighbouring public lands.

HOCP has continued the steps to becoming the world's largest dark sky destination to promote visitors from around the world to re-discover the night skies not visible in many parts of the world. Thank you so much for your consideration. We look forward to the continued collaborations with you as we

214 Main Street West

Atikokan Ontario

Box 218 P0T1C0

(807) 598 1074

Fax (807) 597 2726

www.heartofthecontinent.org

hocp@heartofthecontinent.org

use this tool in the years ahead as a way to build our region and strengthen our ability to partner with each other.

And we're asking for your support for the coming year:

Annual Dues Renewal: It's time once again to renew your voluntary annual dues to the Heart of the Continent Partnership. The level of dues paid is voluntary and on a sliding scale. Each partner chooses the level that works for them. We encourage you to make as strong a show of support as you can.

Use of Funds: The funds are used to cover general operating expenses of HOCP, as laid out and approved in an annual budget, especially coordinator hours and meeting costs. Level of dues paid will have no bearing on the influence that the various partners will have in HOCP. All will participate on an equal basis, regardless of level of dues paid, in all HOCP efforts, decisions and initiatives.

Annual Dues Levels:

Supporting Partner:	\$1000 - \$5000 per year
Sustaining Partner:	\$500 - \$999 per year
Associate Partner:	\$100 - \$499 per year
Participating Partner:	\$10 - \$99 per year

In Canada

**Please make cheques payable to: Atikokan Economic Development Corporation -Attn/Memo HOCP Membership dues
Box 218 214 Main St W. Atikokan, ON CANADA P0T 1C0**

In the U.S.

Please make cheques payable to Backus Community Center/HOCP, 900 Fifth Street, International Falls, MN 56649

Thank you for your participation and support of the work of Heart of the Continent Partnership. Please give me a call if you have questions or concerns:
1-218-464-2941 or 1-807-598-1074

Sincerely,



Tonia Kittelson – Chair, Heart of the Continent Partnership

214 Main Street West

Atikokan Ontario

Box 218 P0T1C0

(807) 598 1074

Fax (807) 597 2726

www.heartofthecontinent.org

hocp@heartofthecontinent.org

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Mayor June Caul
320 Portage Avenue
Fort Frances ON P9A 3P9

Every year the Northern Ontario School of Medicine (NOSM) hosts students from grades 10 and 11 for our CampMed summer camp in Sudbury and Thunder Bay. The program accepts 35 campers in Sudbury and 28 campers in Thunder Bay.

Students from across Northern Ontario are encouraged to come and learn more about the health care career opportunities in the North. To date, 5 students from Fort Frances have experienced CampMed at NOSM.

Students from your community may have additional costs associated with attending CampMed in Thunder Bay due to accommodation and/or travel costs. This is where you can help.

Support a student from your community and invest in the health of Northern Ontario by making a gift to CampMed today

An investment in the youth of your community is an investment in the future of your community. Please fill out the pledge form included or visit our website <https://www.nosm.ca/advancement/giving/> to make your donation today.

Donations must be made **before February 28th, 2020** in order to support a student at CampMed 2020.

Warm regards,

Julie B Houle

Julie Houle
Advancement Officer

P.S. If you choose to support a student from your community and they are not selected through the application process, funds will be put aside for the following year.

100-04/03
Ontario

By-Law No. _____

A by-law authorizing the borrowing of money to meet current expenditures of the council of The Corporation of the Town of Fort Frances
(the "Municipality")

- A. In accordance with subsection 407(1) of the Ontario *Municipal Act*, S.O. 2001, c.25 (the "Act"), the Municipality considers it necessary to borrow the amount of \$400,000 to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year.
- B. Pursuant to subsection 407(2) of the Act, the total amount borrowed pursuant to this by-law together with the total of any similar borrowings is not to exceed the limits set forth in that subsection or other relevant sections of the Act and if so required under subsection 407(2), the Municipality shall have obtained the approval of the Ontario Municipal Board.

Therefore, the Council of the Municipality enacts as follows:

1. The Head and the Treasurer are authorized on behalf of the Municipality to borrow from time to time from **Canadian Imperial Bank of Commerce ("CIBC")** a sum or sums not exceeding in the aggregate \$ _____ to meet, until taxes are collected, the current expenditures of the Municipality for the year pursuant to subsection 407(1) of the Act, and to execute any documents that are required in connection with the borrowing of the above sum, plus interest, at a rate to be agreed upon from time to time with CIBC, in addition to any reasonable charges of CIBC associated with this borrowing.
2. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year and in previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
4. The Treasurer is authorized to furnish to CIBC a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid.

Passed this _____ day of _____, _____.



Head of the Municipality

Clerk

I hereby certify that the foregoing is a true and complete copy of the By-law numbered above of the Municipality in the Province of Ontario, duly passed at a meeting of the Council of the Municipality and that this By-law is in full force and effect.

Dated this _____ day of _____, _____.

Witness the corporate seal



Clerk

TOWN OF FORT FRANCESBY-LAW NO. xx/20

(Being a by-law to provide for an interim tax levy in the year 2020 and to provide for penalty and interest to be charged on the unpaid balance for late payment of said interim taxes, all as provided for in the *Municipal Act, 2001*, (the "Act"), S.O. 2001, Chapter 25, Sections 307, 317, and 345.)

WHEREAS Section 317 (1) of the Act, as amended, provides that the Council of a local municipality, before the adoption of the estimates for the year, may pass a by-law to levy amounts on the assessment of property in the local municipality rateable for local municipal purposes;

AND WHEREAS in Section 317 (3), paragraph 1, the amount levied shall not exceed the prescribed percentage, or 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year;

AND WHEREAS Section 317 (9) provides an exception that Council has the authority to adjust the interim taxes levied on particular properties if they are of the opinion that the interim tax levy on those particular properties is too high or too low in comparison to the estimate of the current year total taxes on those properties;

NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That before the adoption of the estimates for 2020, there shall be levied by taxation in the Town of Fort Frances an adjusted annualized property tax as provided for in the *Municipal Act, 2001*, Section 317.

2. That the Interim taxes levied under this By-Law shall be payable in 2 instalments, the first being fifty (50)% of the total taxes levied and the second being the remaining balance of said taxes with due dates for payment as follows:

First Instalment: February 28, 2020

Second Instalment: March 31, 2020

3. That pursuant to Section 345 there shall be imposed on the first day of default a penalty of one and one-quarter (1¼) per cent on each instalment of taxes payable as herein provided or part thereof remaining unpaid after the same shall become due and payable.

4. That pursuant to Section 345 there shall be imposed interest of one and one-quarter (1¼) per cent on each instalment of taxes payable as herein provided or part thereof remaining unpaid after the first day of default on the first day of each calendar month in which default continues until the 31st day of December 2020.

5. That the Treasurer, not later than twenty-one (21) days prior to the date that the first instalment is due shall mail or cause to be mailed to the address of the residence or place of business of each person taxed, a tax notice setting out the amount of each instalment, the date by which it is to be paid and the penalty charge imposed for late payment.

6. That all taxes shall be paid to the Corporation of the Town of Fort Frances.

7. That the Treasurer is hereby empowered to accept part payment from time to time on account of any taxes due.

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

READ THREE TIMES and finally passed in open Council this 13th day of January 2020.

J. Caul, Mayor

E. Slomke, Clerk

TOWN OF FORT FRANCES

BY-LAW NO. 03~20

(BEING a by-law to approve an agreement with HTFC Inc. for a land use and economic development feasibility study re: Redevelopment of the Shevlin Woodyard and Gateway to Market Square)

WHEREAS on March 25, 2019, Council approved a report from D. Brown, CAO, recommending that the Town enter into an agreement for a land use and feasibility study with the firm of HTFC Inc.;

NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

- 1. That the agreement in the form of Schedule “A” attached to and forming part of this by-law with HTFC Inc. be approved for the Mayor and Clerk to sign and affix the Corporate Seal thereto.

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

READ THREE TIMES and finally passed in open Council this 13th day of January 2020.

J. Caul, Mayor

E. Slomke, Clerk



**Land Use and Economic Development Feasibility Study for the
Redevelopment of the Shevlin Woodyard and Gateway to Market Square**

THIS AGREEMENT made in duplicate this 7th day of JANUARY, A.D. 2020

BETWEEN:

HTFC INC.

(Including its officers, partners, employees and sub-consultants,
hereinafter called "HTFC")

- and -

THE TOWN OF FORT FRANCES

(hereinafter called the "Client")

WHEREAS the Client wishes to undertake the professional consulting services as described in 'Schedule A – Terms of Reference' attached (hereinafter called the "Project");

AND WHEREAS HTFC has submitted a proposal to undertake the Project, as described in 'Schedule B – HTFC Proposal' attached; which proposal has been accepted by the Client;

NOW THEREFORE the Client and HTFC covenant and agree with each other as follows:

1. The preamble hereof shall form an integral part of this agreement.
2. HTFC shall provide services to the Client commencing immediately unless otherwise agreed to in writing by all parties hereto.
3. HTFC covenants and undertakes to provide:
 - a) Professional services in accordance with HTFC's Proposal dated December 18, 2018.
4. The Client agrees to pay HTFC a total fee of \$128,870, HST not included, as 'Schedule B' attached; this amount includes an allowance for disbursements as described in the proposal, which will be charged at cost plus 10% administration fee.
5. The Client agrees to pay HTFC monthly based on the work completed and accepted by the Client.
6. HTFC shall well and faithfully serve the Client, shall not disclose the private affairs of the Client or any matter of confidentiality of the Client to any person.
7. HTFC accepts no responsibility for any errors or omissions in any information that HTFC receives from any third party.
8. For the purpose of this agreement, any notice to the Client by HTFC shall be addressed to: Doug Brown, CAO, Town of Fort Frances, 320 Portage Avenue, Fort Frances, ON,



P9A 3P9; and any notice to HTFC shall be addressed to Glen Manning, Principal, HTFC Planning & Design, 500-115 Bannatyne Avenue East, Winnipeg, Manitoba R3B 0R3.

9. This Agreement may be cancelled upon two weeks written notice. In the event of cancellation of this Agreement, the Client will pay, upon receipt of an invoice and supporting documentation, such compensation as HTFC may be entitled to receive under this Agreement for work completed up to the date that notice of cancellation is received by HTFC.
10. This document and the proposal package contain the entire agreement between the parties. There are no undertakings, representations, or promises, expressed or implied, other than those contained in this Agreement.
11. If any provision of this Agreement is for any reason invalid, that provision shall be considered separate and severable from this Agreement, and the other provisions of this Agreement shall remain in force and continue to be binding upon the parties as though the invalid provision had never been included in this Agreement.
12. This Agreement shall enure to the benefit of and be binding upon the parties hereto, their heirs, executors, and administrators.
13. In an effort to resolve any conflicts that arise with respect to the Project, the Client and HTFC agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation.
14. To the maximum extent permitted by law, the Client agrees to limit the liability of HTFC to the amount of the total Fixed Fee earned on the project. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

Initial:

IN WITNESS WHEREOF the parties have duly executed this Agreement as of the date aforementioned.

HTFC INC.

Per:

Authorized Signatory

G. Manning

Glen Manning, Principal

Name and Title

CLIENT

Per:

Authorized Signatory

Name and Title

Per:

Authorized Signatory

Name and Title

TOWN OF FORT FRANCES

BY-LAW NO. xx~20

(Being a by-law to approve an agreement with Kenora Central Ambulance Communications Centre and Lake of the Woods District Hospital under authority of the Ministry of Health for a communications service)

WHEREAS on December 9, 2019, Council approved a report from the T. Moffitt, Fire Chief / CEMC recommending the entering into of a contract with the Kenora Central Ambulance Communications Centre for operation of a communications service for the District Fire Service comprised of various Rainy River District municipalities and First Nations;

NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That the agreement with Kenora Central Ambulance Communications Centre, Lake of the Woods District Hospital in the form of Schedule “A” attached hereto and forming part of this by-law be approved for the Mayor and Clerk to sign and affix the Corporate Seal thereto.

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

READ THREE TIMES and finally passed in open Council this 13th day of January 2020.

J. Caul, Mayor

E. Slomke, Clerk

THIS AGREEMENT made this 1st day of January, 2020

BETWEEN:

“THE CORPORATION OF THE TOWN OF FORT FRANCES”

(hereinafter referred to as the “Town”)

AND

KENORA CENTRAL AMBULANCE COMMUNICATIONS CENTRE

LAKE OF THE WOODS DISTRICT HOSPITAL

(hereinafter referred to as the “CACC”)

WHEREAS it is the intention of the parties to enter into an agreement for the provision of communication (call taking and alerting or dispatching) services to the Town of Fort Frances Fire Rescue Service by the Kenora Central Ambulance Communications Centre, (hereinafter referred to as the “CACC”), which is operated by the CACC and under the authority of the Minister;

NOW THEREFORE WITNESSETH that in consideration of the mutual covenants and agreements contained in this Agreement and subject to the terms and conditions set forth in this Agreement, the parties agree as follows:

SERVICES PROVIDED BY CACC

1. (a) The CACC shall provide services under this Agreement in accordance with Schedule A of this Agreement.

(b) Despite sub clause 1(a), at any time during the term of this Agreement the Minister shall be entitled to amalgamate the CACC with one or more other Central Ambulance Communications Centre's.

(c) Where the Minister intends to amalgamate the CACC in accordance with sub clause 1 (b), the Minister shall give the other party 90 days notice of his intention. The Minister shall indicate, in such notice or as soon as practicable thereafter, which Central Ambulance Communications Centre is to be the operator of the new amalgamated Central Ambulance Communications Centre (hereinafter referred to as the "Amalgamated CACC").

(d) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will be the Minister, the parties shall continue to act in accordance with this Agreement despite and subsequent to the amalgamation;

(e) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will not be the Minister,

- (i) the Town may terminate this Agreement at any time after receipt of such notice, in accordance with sub clause 1 (f);
- (ii) at such time and in such manner as the Minister directs, the Minister shall,
 - 1. assign all of the rights and obligations of the Kenora CACC in respect of this Agreement to the Amalgamated CACC, at which time the provisions of this Agreement shall apply, allowing for the necessary changes, to the Amalgamated CACC as though it were the CACC; and
 - 2. transfer to the Amalgamated CACC all equipment at the Kenora CACC owned or purchased by the Town and used for the purposes of this Agreement.
- (iii) immediately upon the assignment and transfer referred to in paragraph 1 (e) (i), the Kenora CACC shall cease to have any rights or obligations in respect of this Agreement;
- (iv) despite paragraph 1 (e) (i) and paragraph 1 (e) (ii), nothing in this sub clause shall affect the obligations of the CACC and the Town under clause 17, clause 18, clause 19, clause 20 and clause 21, all of which shall survive. In addition, this paragraph shall survive the expiry or termination of this Agreement.
- (f) (i) Where the Town intends to terminate this Agreement under paragraph 1 (e) (i), the procedure set forth in clause 12 and clause 13 shall not apply. Rather, the Town shall give the CACC 90 days notice of its intention to terminate, after which time this Agreement shall automatically terminate.

- (ii) Where the Town does not give the notice referred to in paragraph 1 (f) (i), this Agreement shall not terminate, and the parties shall continue to act in accordance with this Agreement.

REPAIR AND MAINTENANCE OF EQUIPMENT

- 2. (a) Despite sub clause 1 (a), the CACC may stop supplying some or all of the services set forth in Schedule A of this Agreement if the CACC cannot supply the services due to the mechanical or other similar failure of any equipment used by the CACC, regardless of the ownership of that equipment.
- (b) Where the CACC stops supplying services in accordance with sub clause 2 (a), the CACC shall give notice forthwith to the Town of this fact and shall repair or cause to be repaired the equipment as soon as practicable unless the equipment has been purchased or is owned by the Town and installed at the CACC by the Town. In the latter case, the CACC shall give the Town notice forthwith of the fact that it has stopped supplying the services and shall request that the Town repair the equipment as soon as practicable.
- (c) The Town shall continue to own and be responsible for the repair and maintenance of all equipment purchased for this Agreement by the Town and installed at the CACC. However, aside from the Town's repair and maintenance responsibility under this sub clause, the Town shall not be entitled to exercise any other rights in respect of such equipment during the term of this Agreement.
- (d) Where the equipment used by the CACC to provide any services under this Agreement cannot be repaired within a reasonable time, as soon as reasonable under the circumstances, the Town will provide the CACC with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Town; and so that the CACC can continue to provide all services required of it under this Agreement as soon as reasonably possible.

SERVICES PROVIDED BY TOWN

3. The Town shall provide services in accordance with Schedule B of this Agreement.

JOINT STEERING COMMITTEE

4. (a) The parties shall establish a Joint Steering Committee (hereinafter referred to as the "Committee").
- (b) The Committee shall be composed of representatives from the CACC (1), the Town (1) the Fort Frances Fire Rescue Service (1) (appointed under sub clause 5 (b), and the CACC or Emergency Health Services Branch of the Ministry of Health (1).
- (c) The Committee shall act on each matter by a majority vote of its representatives, unless otherwise agreed to from time to time by such representatives or by the parties.
- (d) The functions of the Committee shall be: to monitor this Agreement, including the services to be provided under it; to mediate in respect of disputes or other matters relevant to this Agreement that are brought before it by a party; and to consider and, where appropriate, to make recommendations on any matter relevant to this Agreement that is brought before it by a party.
- (e) No decision, determination or suggestion by the Committee, including but not limited to any Committee mediation proposal and any recommendation in a Committee report, shall be binding on the parties.
- (f) (i) The Committee shall meet at least once in every year during the term of this Agreement, but at any time a party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting to discuss any matter relevant to this Agreement.
- (ii) The Secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under paragraph 4 (f) (i). The time and location of the meeting shall be at the mutual convenience to the representatives on the Committee.
- (iii) The Committee may, but is not required to, issue a report to the representatives on the Committee within such time as is agreed to by the representatives. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is mutually agreed to by the representatives.

PARTICIPATING FIRE SERVICE

5. (a) The fire service for which the CACC is to provide call taking and alerting services under this Agreement is the Town of Fort Frances Fire Rescue Service.

(b) For the purpose of sub clause 4 (b), the Town shall appoint a representative on the Committee for the INSERT FIRE SERVICE. Accordingly, for the purposes of all matters arising under this Agreement the representative shall among other things, act as the sole spokesperson for the fire service and act as its sole liaison with the CACC, the Committee and the CACC.

ADMINISTRATIVE FEES

6. The Town will not pay the CACC an administration fee separate from the Fire Service Call fees.

FIRE SERVICE CALL FEES

7. (a) The Town shall pay the CACC a fee of \$50.00 for each fire service call received by the CACC. The amount set for such fees shall not be subject to any amendment under clause 12.

(b) The obligation to pay the \$50.00 fee provided for in sub clause 7 (a), shall apply only until 11:59 P.M. on December 31, 2025. Fire service call fees payable after that date shall be determined in accordance with clause 8.

(c) Despite sub clause 7 (a), the Town shall not be charged the fire service call fee for any call-in respect of which the CACC notifies a fire service for the purpose of assisting an ambulance crew with a medical response.

(d) The CACC shall send to the Town an invoice in respect of the amount owing for fire service calls at the end of each calendar year during the term of this Agreement and on the termination or expiry of this Agreement.

FEES FOR SUBSEQUENT YEARS

8. (a) The administrative fees (see clause 6) and fire service call fees (see clause 7) due and payable on, September 30, and on March 31 shall be determined annually, for each of these calendar years, in accordance with this clause. The amount set for such fees shall not be subject to any amendment under clause 12.

(b) Where any party wishes to begin negotiations for the determination of both the administrative fees and fire service call fees to be paid for the following calendar year, that party shall give the other parties notice of such wish no later than August 1st preceding that calendar year.

(c) Where no notice has been given in accordance with sub clause 8 (b), both the administrative fees and fire service call fees for the following calendar year shall remain the same as those in the immediately preceding calendar year.

(d) Where notice has been given in accordance with sub clause 8 (b), and the parties have been unable to agree on the administrative and the fire service call fees structure by March 1st of the

year following the giving notice, this Agreement shall automatically terminate on December 31 at 11:59 P.M. in the year following the year in which the notice was given.

(e) Sub clause 6 (b), sub clause 7 (c) and sub clause 7 (d) shall apply in respect of the administrative fees and fire service call fees determined under this clause.

INVOICES

9. All amounts payable under this Agreement shall be paid no later than 60 days from the date when an invoice for such amounts has been sent to the party obligated to pay.

TERM AND RENEWAL

10. This Agreement shall commence on January 1, 2020, at 12:01 A.M. and shall have a term of 6 years, so that it will expire at 11:59 P.M. on December 31, 2025 (hereinafter referred to as the “expiry date”), unless terminated before that date under sub clause 1 (f), sub clause 8 (d) or clause 13.

PERFORMANCE, BREACH AND AMENDMENT

11. (a) Where a party
- (i) is dissatisfied with the performance under this Agreement of the other party, or
 - (ii) considers that the other party is in breach of this Agreement, or
 - (iii) wishes to amend this Agreement (except in respect of the administrative fees and fire service call fees determined under clause 6, clause 7 and clause 8) or any term of any Schedule of this Agreement,

that party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting of the Committee to discuss the matter.

(b) Where a party gives notice to the Secretary under sub clause 12 (a), and either paragraph 12 (a) (i) or paragraph 12 (a) (ii) applies, that party shall also give notice at the same time to the other party whose performance or breach, as the case may be, is of concern to the party giving notice. The notice to the other party shall call on the other party to correct the performance or breach to the satisfaction of the party giving notice within 30 days of the issuance of the report issued under sub clause 12 (d).

(c) The Secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under sub clause 12 (a). The meeting time and location shall be of mutual convenience to the representatives on the Committee.

(d) The Committee shall issue a report to the representatives on the Committee within 2 weeks of the meeting. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is agreed to by the representatives on the Committee.

(e) Despite sub clause 12 (a), all parties may mutually agree to amend any term of this Agreement (except clause 6, clause 7 and clause 8), or any term of any Schedule of this Agreement, by a joint letter signed by all parties, rather than by the procedure set forth in this clause. The joint letter will be appended to, and shall form part of, this Agreement.

TERMINATION FOR CAUSE

12. Having regard to paragraph 12 (a) (i), paragraph 12 (a) (ii) and sub clause 12 (b), where the performance or breach of a party is not corrected, to the satisfaction of the party giving notice, within 30 days of the issuance of the report under sub clause 12 (d), the party giving notice may terminate this Agreement by giving the other party 90 days notice of the party's intention to terminate, after which time this Agreement shall automatically terminate. Where no such notice is given, this Agreement shall continue in full force and effect.

EQUIPMENT REMOVAL AND FEES PAYABLE ON TERMINATION

13. (a) Where this Agreement has been terminated under sub clause 1 (f), sub clause 8 (d) or clause 13, or has expired under sub clause 11 (a), the Town shall remove from the CACC all equipment purchased or owned by the Town.

(b) Where this Agreement has been terminated under sub clause 1 (f), sub clause 8 (d) or clause 13, the Minister shall send the Town an invoice for any amount owed by the Town to the CACC. However, the Town may deduct from this amount an amount representing any reimbursement by the CACC to the Town, on a pro rata basis, of the appropriate portion of the annual administrative fee paid under clause 6 or clause 8.

NOTICE

14. Any notice, invoice or other communication (hereinafter referred to as a "notice") required or permitted under this Agreement to be given or sent by a party shall be written and shall be deemed to have been sufficiently given or sent 5 business days after such notice shall have been mailed postage prepaid, or 24 hours after such notice shall have been delivered by hand or by facsimile transmission.

Any notice shall be addressed or delivered, in the case of Lake of the Woods District CACC, to:

Kenora CACC Manager
Lake of the Woods District CACC
21 Sylvan Street West
Kenora, Ontario
P9N 3W7

and, in the case of the Town, to:

Town Clerk
Town of Fort Frances
320 Portage Ave.
Fort Frances, Ontario
P9A 3P9

EMPLOYEES AND AGENTS OF CACC AND AMALGAMATED CACC PERSONNEL

15. (a) For the purpose of this Agreement, all CACC personnel shall at all times be deemed to be employees or agents only of the CACC, and not employees or agents of the Town.

(b) Where the Minister amalgamates the CACC under sub clause 1 (b), for the purposes of this Agreement all Amalgamated CACC personnel shall at all times be deemed to be employees or agents only of the operator of the Amalgamated CACC, and not employees or agents of the Town. For greater certainty under this sub clause, the employees or agents of the Amalgamated CACC shall be deemed to be the employees or agents of the Minister only where the Amalgamated CACC is operated by the Minister.

PROTECTION FOR AND INDEMNIFICATION OF MINISTER

16. (a) The Minister, his/her officers, employees, agents, assigns, independent contractors, and subcontractors shall not be liable to the Municipality or to any of the officers, employees, agents, volunteers, assigns, independent contractors or subcontractors of the Municipality (hereinafter collectively referred to in this clause, clause 18, clause 19 and clause 20, as the "Personnel" of the Municipality) for any actions taken or failed to be taken under this Agreement, including, but not limited to, any losses, expenses, costs, claims, damages and liabilities arising out of or by reason of or attributable to the provision of the Municipality's services, or the performance of the Municipality's obligations, under this Agreement.

(b) The Municipality shall indemnify and save harmless the Minister and his/her officers, employees, agents, assigns, independent contractors and subcontractors from all costs, losses, damages, judgments, claims, demands, suits, actions, causes of action, contracts, or other proceedings of any kind or nature based on, occasioned by or attributable to anything done or omitted to be done by the Municipality, or by the Personnel of the Municipality, in connection with this Agreement, or with the performance of the Municipality's obligations under this Agreement.

(c) If the Minister shall be made a party to any litigation commenced by or against the Municipality, or by or against the Personnel of the Municipality, then the Municipality will indemnify and save harmless the Minister and his officers, employees, agents, assigns, independent contractors and subcontractors in connection with such litigation.

(d) The provisions of this clause shall survive the expiry or termination of this Agreement.

PROTECTION FROM CLAIMS

17. The Town shall protect itself from and against all claims that might arise from anything done or omitted to be done under this Agreement by the Town, or by the Personnel of the Town, and more specifically from and against all claims that might arise from anything done or omitted to be done under this Agreement where bodily injury (including personal injury), death or property damage, including loss of use thereof, is caused.

INSURANCE BY Town IN FAVOR OF THE CACC

18. (a) For the purpose of sub clause 18 and without restricting the generality of that clause, the Town shall maintain in full force and effect during the term of this Agreement, at its own expense, a policy of comprehensive general liability insurance, in form and substance acceptable to the CACC, providing coverage for a limit of not less than two million dollars (\$2,000,000.00) for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly from the acts or omissions of the Town, or of the Personnel of the Town, under this Agreement.

(b) The insurance policy referred to in sub clause 19 (a) shall include the following terms:

(i) a clause that adds Her Majesty the Queen in Right of Ontario, as represented by the Minister of Health, the CACC and all officers, employees, agents, assigns, independent contractors and subcontractors, as additional insureds;

(ii) a cross-liability insurance clause endorsement acceptable to the CACC;

(iii) a clause requiring the insurer to provide 30 days prior written notice to the CACC in the manner set forth in the insurance policy in the event of the termination, expiry, variation or non-renewal of the policy;

(iv) a clause that provides that the protection for the CACC under the insurance policy will not be affected in any way by any act or omission of the Town, or of the Personnel of the Town, or of the Personnel of the Town and

(v) a clause including liability arising out of contract or agreement.

(c) The Town shall submit to the CACC proof of the insurance coverage in the form of a certificate and a copy of the relevant portion or portions of the insurance policy incorporating the terms and clauses referred to in this clause.

IN WITNESS WHEREOF the CACC and the Town have hereunto set their hands and seals.

Witness

For the CACC

Witness

For the Fort Frances Fire Rescue Service

CORPORATION OF THE TOWN OF FORT FRANCES

Mayor

Date: _____ day of _____, 2020

Clerk

Date: _____ day of _____, 2020

SCHEDULE A

Kenora CACC will provide:

1. Public requests for Fire Services will be received by Kenora CACC through a forwarded local emergency phone number and/or 911
2. Fire Service may be paged for assistance upon the request or absence of a Paramedic/Ambulance Service, and/or per applicable Tiered Response Agreement.
3. Call-taking and alerting services as per the CACC's Fire Call Taking & Alerting Policy & Procedure Manual.
4. Voice recording of telephone, radio and paging communications will be stored for a minimum of 12 months.
5. Pager tests will be completed every day at 07:30 A.M. central time and upon request of the Fire Chief or designate.
6. Cost of providing paging on the CACC telepager will be absorbed within the Fees layed out in this agreement.
7. CACC will answer Emergency Alarms as per training and policy that exists for Paramedic Services.
8. CACC will record standard fire service benchmarking, pending receipt of the information from the fire ground. The fire service is ultimately responsible for their own benchmarking and cannot hold CACC accountable for not recording a benchmark.
9. An ambulance will automatically be dispatched to all structure fires and othher major calls according to the dispatcher's descretion as well as upon request by Fire Command. It is understood that an ambulance may not be able to attend or may be called away for another call-out.
10. A vehicle identification system shall be established in the format of Fire Service/Apparatus/Unit.
11. All pages for emergency responses to an actual emergency will be repeated (x2) and include the time. **Note:** If a page has not been confirmed by the Fire Service being paged within 2-minutes, pages will be repeated (x2), as well as calling of emergency contacts as per the most recent emergency contacts the CACC has on file.
12. Kenora CACC will provide technical services that pertain to communications systems utilized by this agreement.
13. Kenora CACC will also continue to work together with the Fire Service to develop policies and procedures with respect to call-taking, alerting and assistance to the fire service. Eg. Notification of local emergency partners, utility providers, lock boxes locations and key holders, may day protocols, etc.
14. The Functional requirements that are both Mandatory and Secondary as set out in the Request for Proposal-Fire Dispatch/Control System for the Town of Fort Frances Fire Rescue Service Transmissions and Patching may occur on a Fire Tactical channel at the Communicator's discretion.

SCHEDULE B

The Town of Fort Frances Fire Rescue Service will:

1. Provide any necessary Communicator training as determined cooperatively by CACC and Fire Service Management.
2. Ensure that service area maps used by the CACC for call-taking and alerting the fire service are always up-to-date.
3. Assist the CACC with the development of policies and procedures relating to fire call-taking, dispatching, tracking, patching and all other functions.
4. Maintain a current copy of the communities Emergency Plan and provide training to the CACC dispatchers in its use, as necessary.
5. Ensure that all Fire Service staff and members are trained in the proper use of all Communications equipment and protocols. Eg. Establish incident command at scene and advising CACC when command is terminated and when apparatus are leaving the scene, back at station and in service, ect.
6. Will acknowledge CACC of receiving of daily 07:30 A.M. pager tests.
7. Maintain and repair all equipment purchased and owned by the Fire Service. CACC will be notified of any ongoing equipment replacements, maintenance and repairs.
8. Ensure backup fire communications systems are in place in case of primary system failure and/or CACC evacuation.

From: [AMO Communications](#)
To: [Lisa Slomke](#)
Subject: AMO WatchFile - December 12, 2019
Date: Thursday, December 12, 2019 9:07:08 AM

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December 12, 2019

In This Issue

- Main Streets Project completion date approaching.
- A barrier-free web solution for AMO members.
- Exhibit Hall registration is open for AMO's 2020 Conference.
- Almost time to book your accommodation for AMO's 2020 Conference!
- Social media webinar series.
- Reduce your operating costs with LED upgrades!
- Budget savings through group buying.
- ONE Investment - Holiday transaction schedule.
- Municipal health and safety compliance.
- Save 15% off Deluxe Canada products.
- Careers with Ministry of Transportation, Tay Township and AMO.

AMO Matters

Main Street Revitalization Initiative projects must be complete by March 31, 2020. When projects are complete, please submit your [Annual Report](#), no later than May 15, 2020. Contact [Adam Garcia](#) for questions.

A quality, accessible website is the face of your municipality and is important to engaging and serving residents effectively. As part of AMO's Digital Toolkit, we have partnered with eSolutions to offer members cost-effective website solutions that meet accessibility requirements. [Join us](#) on Thursday, December 12, from 3 - 4 pm EST, for a free webinar where we will introduce our latest partner.

Eye on Events

Early Bird registration for the exhibit hall is now open and available until January 31. Are you a municipal supplier or vendor? Do you have a product or service that would benefit the municipal sector? For AMO and municipal industry partners, this Conference is an unparalleled opportunity to make and solidify relationships with the municipal sector. Showcase your products or services at the AMO Conference in Ottawa, from August 16-19, 2020. [Reserve your booth today!](#)

The 2020 AMO Conference will be held in Ottawa from August 16-19, 2020. AMO has arranged hotel accommodation for delegates at various hotels in downtown Ottawa. Guest rooms can only be booked as of January 7, 2020 at 10:00 a.m. Hotels have been instructed to decline reservations for AMO delegates until that time. Please [click here](#) to book your rooms and for all information on accommodation.

AMO's Social Media webinar series is back by popular demand! Elected officials live in the spotlight making effective communication essential. With the rise of social media and decline of local news, the communications landscape has changed. These 1 hour lunch & learn workshops will help promote good news, manage issues professionally, and leverage traditional and social media. [Register now](#) for 1 or all 4 webinars, designed to help you navigate social media more effectively and safely.

LAS

Upgrading your building lighting to LED is a sure way to reduce your operating costs. IESO incentives are still available. Consider the popular turn-key [LAS Facility Lighting Service](#). Contact [Christian Tham](#) for a free budget proposal.

LAS Blog: Group Buying can result in big savings for your municipality. [Check out the LAS Blog](#) to learn more about the benefits and how buying groups can work for you.

ONE Investment

Holiday Schedule Update: Please note, AMO Offices and Toronto Stock Exchange will have special hours during holidays. [Click here](#) to find detailed schedule for processing of ONE HISA Transactions and ONE (Portfolio) Transactions.

Municipal Wire*

4S offers training, support, and a digital management platform to ensure municipal governments comply with occupational health and safety requirements. Reach out to 4S, AMO's partner for health and safety management, for [more information](#) on how they can support your health and safety program for 2020 and beyond.

Enter promotion code 63647 when ordering and save 15% on [Deluxe Canada products](#) including customizable forms, cheques, print marketing, promo & apparel, and more. This continues AMO's member discount with the company formerly known as NEBS.

Careers

[Assistant Deputy Minister, Provincial Highways Management - Ministry of Transportation](#). Location: Toronto, Ontario. Duration: Permanent. Please apply online, only, by Sunday, December 22, 2019, by visiting [Ontario Public Service Careers](#). Please follow the instructions to submit your application. Faxes are not being accepted at this time.

[Chief Administrative Officer - Township of Tay](#). A complete job description is available on the [Township website](#) or by contacting the Hiring Committee. Applicants having the required qualifications are requested to submit a detailed resume in confidence to the following by 4:00 p.m. January 6, 2020: Attention: Hiring Committee, Township of Tay, 450 Park Street, P.O. Box 100, Victoria Harbour, Ontario L0K 2A0; email: hr@tay.ca.

[Policy Intern - AMO](#). Assisting senior advisors and the Director of Policy, the successful candidate will support AMO's policy development process. The Internship is a temporary position of up to 17 weeks. Please apply in confidence to: careers@amo.on.ca by Friday, January 3, 2020 at 12 noon.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

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[ONE Investment](#)

[Media Inquiries](#) Tel: 416.729.5425

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From: [AMO Communications](#)
To: [Lisa Slomke](#)
Subject: Queen's Park Update - December 16, 2019
Date: Monday, December 16, 2019 10:18:39 AM

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AMO Policy Update



December 16, 2019

Queen's Park Update

Cannabis

On December 12th, the government amended Ontario Regulation 478/18 under the *Cannabis License Act, 2018*. This opens Ontario's cannabis retail market in 2020. Retail applications begin on January 6, 2020 and the new changes in the regulation include:

- Ceasing the lottery for retail licenses
- Eliminating pre-qualification requirements for retailers
- Allowing licensed producers to open retail store connected to a production facility

On March 2, 2020, the restrictions on the total number of store authorizations permitted in the province will be revoked. Licensed operators will be allowed to have up to 10 stores until September 2020, up to 30 stores until September 2021 and up to 75 stores afterwards. Store applications will only be eligible in municipalities that have opted-in to sell cannabis.

For more information, visit www.agco.ca.

End of the Fall Legislative Session

The Legislative Assembly of Ontario ended its 2019 legislative session on December 12th and is adjourned until February 18, 2020. Here are some short summaries of Bills of municipal interest that have received Royal Assent.

[Bill 132, Better for People, Smarter for Business Act, 2019](#) – Received Royal Assent on Dec. 10th.

The legislative changes in Bill 132 of most municipal concern are to the *Aggregates Act*. While it is an improvement that a change will require an application process for below water table extraction, rather than just an amendment to a licence, it still allows the province to issue licences for below water table extraction while the *Safe Drinking*

Water Act, Section 19 stipulates that owners of municipal drinking water sources are guilty of an offence if they fail to exercise care over a drinking water system, like a well. As aquifers are connected, a decision of the province to allow below water table extraction could lead to contamination of municipal drinking water sources.

Given the conflict between these two Acts, AMO had asked for a concurrent amendment to the *Safe Drinking Water Act* to indemnify Council members for decisions on *Aggregates Act* applications that the province makes. This amendment was not made to the legislation that now has Royal Assent. We believe this will result in municipal councils appealing all provincial decisions on below water table extraction to the Local Planning Appeal Tribunal (LPAT) to show appropriate due diligence.

As well through Bill 132, the *Highway Traffic Act* was amended to allow municipal governments to pass by-laws that will allow some off-road vehicles to be driven on municipal highways.

For more information on this omnibus bill, please refer to AMO's [Bill 132 submission](#).

[Bill 138, *Plan to Build Ontario Together Act, 2019*](#) – Received Royal Assent on December 10th.

This omnibus Bill accompanied the 2019 Fall Economic Statement and affected 40 statutes. This included:

- Section 26.1 of the *Development Charges Act* is amended and will remove industrial development and commercial development from eligible development types that can be charged.
- Subsection 329 (2) of the *Municipal Act, 2001* and section 291 (2) of the *City of Toronto Act, 2006* has been amended regarding calculating property taxes when the permitted uses of land change.
- The *Supply Chain Management Act* specifies how the broader public sector may carry out supply chain management and procurement. AMO has confirmed that these provisions will not apply to municipalities.
- Section 37 of the *Planning Act* has been amended to set out a process for a person or public body to appeal a community benefits charge by-law to the Local Planning Appeal Tribunal.
- Section 40 (1) of the *Liquor Licence and Control Act* permits municipal councils to designate a recreational area under its jurisdiction to prohibit the possession of liquor.

[Bill 136, *Provincial Animal Welfare Services Act, 2019*](#) – Received Royal Assent on December 5th.

This bill creates an animal welfare framework. Under the Act, in the event of a conflict between a municipal by-law and the *Provincial Animal Welfare Services Act*, the provision that affords the greater protection to animals will prevail. The legislation requires an implementation of a full provincial government-based animal welfare enforcement model.

The province has confirmed that all enforcement mechanisms will be performed by them.

Bill 124, *Protecting a Sustainable Public Sector for Future Generations Act*, 2019

– Received Royal Assent on November 7th.

Under Bill 124, broader public sector employee salary increases will be limited to 1% for the next three years. AMO has been assured that this Act does not apply to employers that are a municipality, a local board as defined in the *Municipal Act*, and persons and organizations that are appointed or chosen under the authority of a municipality.

AMO Contact:

You can contact AMO's Policy Team at policy@amo.on.ca or 416-971-9856.

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Association of Municipalities of Ontario
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6

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From: [AMO President](#)
Subject: Call for Action to Pass a Resolution about Transition of the Blue Box to Full Producer Responsibility
Date: Wednesday, December 18, 2019 5:38:50 PM
Attachments: [Attachment 1 - Background on Transition to Full Producer Responsibility 2019-12-18.pdf](#)
[Attachment 2 - Example Resolution on Transition to Full Producer Responsibility 2019-12-18.pdf](#)

Dear Mayor/Head of Council:

RE: Call for Action to Pass a Resolution about Transition of the Blue Box to Full Producer Responsibility

I would ask your Council to pass a resolution outlining your municipal government's preferred date to transition your Blue Box program to full producer responsibility if provided the opportunity to self-determine (between January 1, 2023 and December 31, 2025). While the Province has not yet determined what mechanism will be used to choose when municipalities will transition, AMO believes your Councils are in the best position to decide when the best time to transition your Blue Box program is based on your specific circumstances (e.g. assets, contracts, integrated waste management system).

AMO is asking that a Council resolution be passed by June 30, 2020, be directed to AMO and the Ontario Ministry of Environment Conservation and Parks, that specifies:

1. Your Council's preferred date to transition based on exiting service provision (between January 1, 2023, and December 31, 2025);
2. Rationale for transition date;
3. Whether your municipal government is interested in potentially continuing to provide services (e.g. contract management, collection, haulage processing services etc.) or not; and,
4. Key contacts if there are any follow-up questions.

NOTE: Your Council's stated preference may not be the final determination of your transition date, nor are you obligated in any way by the date that is specified. Please read the rationale for self-determination (**Attachment 1**), and the example resolution (**Attachment 2**) for more details.

Thank you for your attention and assistance in this matter. If you have any questions or require further information, please contact Dave Gordon, Senior Advisor, at 416 389 4160 or dgordon@amo.on.ca or Amber Crawford, Policy Advisor, at 416 971 9856 extension 353 or acrawford@amo.on.ca.

Sincerely,

Jamie McGarvey
 AMO President
 Mayor of Parry Sound

Attachment 1: Background on Transition to Full Producer Responsibility

Attachment 2: Example Resolution on Transition to Full Producer Responsibility

December 18, 2019

Attachment 1: Background on Transition to Full Producer Responsibility

Municipal governments have been advocating for over a decade for producers to have full fiscal and operational responsibility for end of life management of their packaging, printed paper and paper products. Producers are best positioned to reduce waste, increase the resources that are recovered and reincorporated into the economy and enable a consistent province-wide system that makes recycling easier and more accessible.

In August 2019, Minister Yurek announced that municipal Blue Box programs will be transitioned to full producer responsibility over a three-year period based on the recommendations from the Special Advisor's report titled, "Renewing the Blue Box: Final report on the blue box mediation process." Municipal governments played a key role in helping to develop the recommendations within this report. These recommendations broadly reflected the positions advocated by AMO and there was also a great deal of alignment with producers on how the Blue Box should be transitioned.

The municipal transition is proposed to occur between 2023 and the end of 2025, as shown in the table below:

Date	Description
Sept. 2019 → Dec. 2020	Blue Box wind-up plan developed for Stewardship Ontario
	Development of a Regulation under the <i>Resource Recovery and Circular Economy Act</i> , 2016
Jan. 2021 → Dec. 2022	Producers prepare to assume control and operation of system and work with municipal governments and service providers
Jan. 1, 2023 → Dec. 31, 2025	Transition of individual municipal Blue Box programs to full producer responsibility. Occurs in phases over three years with a rolling total of up to one-third of the Provincial program transitioning annually

The Minister wants to ensure that the transitioned Blue Box system is affordable for producers, workable for the waste processing sector, and effective and accessible for residents. AMO and municipal representatives are involved in the consultation process to develop a new regulation for the Blue Box. The Province's intent is to finalize a Regulation by the end of 2020.

AMO staff held in-person workshops on the Blue Box transition across the Province through October and November 2019 to discuss this topic with municipal waste management staff. Over 165 staff and elected officials attended the sessions in Vaughan, London, Smiths Falls, North Bay and Dryden. The workshops provided an opportunity to engage directly with our sector to build understanding about this transition process and the level of engagement from attendees was excellent.

We also began the discussion about what municipal governments should take into consideration about how to prepare for this change and what factors might be considered as to when a Council might want to transition.

HOW YOUR RESOLUTION WILL HELP INFORM THE DISCUSSION:

The resolutions will be used to map out an ideal transition timeline, and determine whether there are years that are over or under subscribed, as it has been dictated that a rolling total of up to one-third of Blue Box programs can transition each year. This information will also allow AMO and the Province to better understand whether there are conflicts. If there are too many conflicts, the Province may still need to retain a third-party expert to develop a methodology as to how municipal Blue Box programs will transition.

However, rather than deferring to the Province to retain an expert immediately, we think this information would provide a good basis for a more informed decision to be made.

Attachment 2: Sample Resolution

Your Council's stated preference may not be the final determination of your transition date, nor are you obligated in any way by the date that is specified. The resolution will be used to map out an ideal transition timeline, and determine whether there are years that are over or under subscribed, as it has been dictated that a rolling total of up to one-third of Blue Box programs can transition each year. This information will also allow AMO and the Province to better understand whether there are conflicts. If there are too many conflicts, the Province may still need to retain a third-party expert to develop a methodology as to how municipal Blue Box programs will transition.

Resolution on Transition to Full Producer Responsibility

WHEREAS the amount of single-use plastics leaking into our lakes, rivers, waterways is a growing area of public concern;

WHEREAS reducing the waste we generate and reincorporating valuable resources from our waste stream into new goods can reduce GHGs significantly;

WHEREAS the transition to full producer responsibility for packaging, paper and paper products is a critical to reducing waste, improving recycling and driving better economic and environmental outcomes;

WHEREAS the move to a circular economy is a global movement, and that the transition of Blue Box programs would go a long way toward this outcome;

WHEREAS the **Municipality of X** is supportive of a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of packaging, paper and paper products;

AND WHEREAS the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to provide an indication of the best date to transition our Blue Box program to full producer responsibility;

THEREFORE BE IT RESOLVED:

THAT the **Municipality of X** would like to transition their Blue Box program to full producer responsibility [month] [date], [year] (between January 1, 2023 and December 31, 2025).

AND THAT this decision is based on the following rationale:

1. **Insert rationale based on analysis of contracts, assets, integrated waste management system or other considerations (e.g., our collection contract for Blue Box material expires December 31, 2024 and our processing contract for Blue Box material also expires December 31, 2024.)**

AND THAT the **Municipality of X** would be interested in providing collection services to Producers should we be able to arrive at mutually agreeable commercial terms.

AND FURTHER THAT any questions regarding this resolution can be directed to **Jane Doe, City Manager at xxx-xxx-xxxx or jane.doe@municipalityx.ca**

AND FURTHER THAT the resolution be forwarded to the Association of Municipalities of Ontario and the Ontario Ministry of the Environment, Conservation and Parks.

EXAMPLE

From: [AMO Communications](#)
To: [Lisa Slomke](#)
Subject: AMO WatchFile - December 19, 2019
Date: Thursday, December 19, 2019 9:05:25 AM

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December 19, 2019

Everyone at AMO wishes you, your friends and family, and your community a happy and safe holiday season!

In This Issue

- AMO office closure during the holidays.
- Main Streets Project completion date approaching.
- AMO-eSolutionsGroup Partnership - webinar recording.
- OSUM 2020 - Location and dates confirmed!
- Exhibit Hall registration is open for AMO's 2020 Conference.
- Almost time to book your accommodation for AMO's 2020 Conference!
- LAS Blog: A Year in Review at LAS.
- AMO's Social Media webinar series is back by popular demand!
- Fuel Management System Webinar: Municipal Group Buying Program.
- ONE Investment - Holiday transaction schedule.
- Municipal health and safety compliance.
- Save 15% off Deluxe Canada products.
- Careers with Amherstburg and AMO.

AMO Matters

The AMO Office will be closed from December 25, 2019 to January 1, 2020 and will re-open on January 2, 2020. The next issue of the WatchFile will be on January 9, 2020.

Main Street Revitalization Initiative projects must be completed by March 31, 2020. When projects are completed, please submit your Annual Report, no later than May 15, 2020. Contact Adam Garcia for questions.

On December 12, AMO and eSolutionsGroup introduced the partnership and services offered to update or build barrier-free websites at preferred member pricing. Members will benefit from i:Create, a content management system that allows you to add and edit accessible content directly from your web browser. Visit our webpage for more information.

Eye on Events

The County of Brant is pleased to confirm it will be hosting the Ontario Small Urban Municipalities (OSUM) 67th Conference and Trade Show. Scheduled for April 29th through to May 1st, the 2020 OSUM Conference will be another must attend event. Program and registration details will be available soon on the [OSUM website](#).

Early Bird registration for the exhibit hall is now open and available until January 31. Are you a municipal supplier or vendor? Do you have a product or service that would benefit the municipal sector? For AMO and municipal industry partners, this Conference is an unparalleled opportunity to make and solidify relationships with the municipal sector. Showcase your products or services at the AMO Conference in Ottawa, from August 16-19, 2020. [Reserve your booth today!](#)

The 2020 AMO Conference will be held in Ottawa from August 16-19, 2020. AMO has arranged hotel accommodation for delegates at various hotels in downtown Ottawa. Guest rooms can only be booked as of January 7, 2020 at 10:00 a.m. Hotels have been instructed to decline reservations for AMO delegates until that time. Please [click here](#) to book your rooms and for all information on accommodation.

AMO's Social Media webinar series is back by popular demand! Elected officials live in the spotlight making effective communication essential. With the rise of social media and decline of local news, the communications landscape has changed. These 1 hour lunch & learn workshops will help promote good news, manage issues professionally, and leverage traditional and social media. [Register now](#) for 1 or all 4 webinars, designed to help you navigate social media more effectively and safely.

LAS

2019 was an exciting year for LAS, and we're eager to continue that momentum into the new year. [Check out the LAS Blog](#) for our year-end message from Judy Dezell, Director AMO Enterprise Centre, Business Partnerships, LAS & ONE.

LAS' [Municipal Group Buying Program](#) has a wide variety of products and services available. [Register for our webinar](#) on January 15 @ 10am to learn more about the Gasboy Fuel Management System. This technology is designed to eliminate fuelling waste with integrated controls, monitoring and security.

The LAS [Road and Sidewalk Assessment Service](#) has seen many enhancements since its launch in 2017. Join us on January 16 @ 10am to learn about our new assessment vehicles and to see a demonstration of the StreetLogix 2.0 software. [Register here](#).

ONE Investment

Holiday Schedule Update: Please note, AMO Offices and Toronto Stock Exchange will have special hours during holidays. [Click here](#) to find detailed schedule for processing of ONE HISA Transactions and ONE (Portfolio) Transactions.

Municipal Wire*

4S offers training, support, and a digital management platform to ensure municipal governments comply with occupational health and safety requirements. Reach out to 4S, AMO's partner for health and safety management, for [more information](#) on how they can support your health and safety program for 2020 and beyond.

Enter promotion code 63647 when ordering and save 15% on [Deluxe Canada products](#) including customizable forms, cheques, print marketing, promo & apparel, and more. This continues AMO's member discount with the company formerly known as NEBS.

Careers

[Planner \(Full Time\) - Town of Amherstburg](#). Reports to: Manager of Planning Services. Please visit the Town's [website](#) for a detailed job description. Applicants are invited to submit a resume no later than Monday, January 6, 2020 at 4:30 p.m. to: Town of Amherstburg, Human Resources Department, 271 Sandwich St. S., Amherstburg, ON N9V 2A5. Email: resumes@amherstburg.ca.

[Policy Intern - AMO](#). Assisting senior advisors and the Director of Policy, the successful candidate will support AMO's policy development process. The Internship is a temporary position of up to 17 weeks. Please apply in confidence to: careers@amo.on.ca by Friday, January 3, 2020 at 12 noon.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watch File](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#) Tel: 416.729.5425

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

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From: [AMO Communications](#)
To: [Lisa Slomke](#)
Subject: AMO WatchFile - January 9, 2020
Date: Thursday, January 9, 2020 9:08:20 AM

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January 9, 2020

%%SAF_MESSAGE%%

In This Issue

- Excess soils regulation finalized.
- OSUM 67th Conference & Trade Show to be hosted by the County of Brant.
- AMO Conference 2020 Exhibit Hall Early Bird registration available until January 31.
- Book your accommodation for the 2020 AMO Conference in Ottawa, August 16-19.
- AMO's social media webinar series is back by popular demand!
- Fuel Management System webinar: Municipal Group Buying Program.
- Traffic Control Systems webinar: Municipal Group Buying Program.
- LAS webinar - Road and Sidewalk Assessment Service.
- Careers.

Provincial Matters

Ontario has finalized regulations to make it safer and easier to reuse excess soils. For more information please visit [Handling of Excess Soils](#).

Eye on Events

Scheduled for April 29 through May 1, the 2020 OSUM Conference and Trade Show will be another must attend event. Delegate [registration](#) and [exhibit hall registration](#) is now open.

Are you a municipal supplier or vendor? Do you have a product or service that would benefit the municipal sector? For AMO and municipal industry partners, this Conference is an unparalleled opportunity to make and solidify relationships with the municipal sector. Showcase your products or services at the AMO Conference in Ottawa, from August 16-19, 2020. [Reserve your booth today!](#)

2020 AMO Conference guest room booking opened on January 7 at 10:00 a.m. AMO has arranged hotel accommodations for delegates at eight hotels in downtown Ottawa. Although The Westin Ottawa and Fairmont Chateau Laurier are sold out, hotel rooms are still available at the remaining hotels. Please [click here](#) to book your rooms and for all information on accommodation.

As elected officials living in the spotlight, effective communication is essential! Designed to help you navigate social media effectively, these 1 hour lunch & learn workshops will provide the tactics to promote good news, manage issues professionally, and leverage traditional and social media. [Register now](#) for 1 or all 4 webinars.

LAS

Webinar January 15 at 10 am - Our [Municipal Group Buying Program](#) has many offerings including the Gasboy Fuel Management System. [Register for this webinar](#) to learn how you can eliminate fuel waste with integrated fuel tracking, control, and security systems.

Webinar January 29 at 10 am - Did you know our [Municipal Group Buying Program](#) offers traffic control systems? [Register for the webinar](#) to learn what this involves and how ATS Traffic can help you keep your communities safe.

Webinar January 16 at 10 am - Join us for an overview of the [LAS Road and Sidewalk Assessment Service](#), including a demonstration of the Streetlogix software. [Register here](#).

Careers

[Director of Transit Expansion Capital Implementation - City of Toronto](#). Reports to: Executive Director, Transit Expansion Office (TEO). For more information on this and other opportunities with the City of Toronto, [visit us online](#). To [apply online](#), submit your resume, quoting Job ID 2291, by January 17, 2020.

[Assistant Deputy Minister, Policy & Planning - Ministry of Transportation](#). Job Term: 1 Permanent. Location: Toronto. Job ID 143916. Please apply only online by Monday, January 20, 2020 by visiting [Ontario Public Service Careers](#). Please follow the instructions to submit your application.

[Director of Planning, Building & By-Law - Town of Grimsby](#). Please submit your application, in confidence, by January 21, 2020 by 4:30 p.m. to the attention of Harry Schlange, Chief Administrative Officer, at hr@grimsby.ca. Please quote the position title in the subject line. For a full position description, please visit [Grimsby Careers](#).

[Economic Development & Special Projects Coordinator \(24 Month Contract\) - Town of Halton Hills](#). Qualified candidates may submit a detailed cover letter and resume in confidence to the Town by 4:30 p.m., January 22, 2020. Please quote Posting No. 201958 on your cover letter. Please apply using only one method of application: Email: humanresources@haltonhills.ca (preferred) Mail: Attn. Human Resources or Town of Halton Hills, 1 Halton Hills Drive, Halton Hills, ON L7G 5G2, Posting No. 201958.

[Public Works Superintendent - Front of Yonge Township](#). A complete job description is available on the Township's [website](#). Preferred start date is March 2020 (negotiable). Please submit a resume clearly marked "Public Works Superintendent Position" prior to 4:00 pm on Friday, January 24, 2020 to: Township of Front of Yonge, 1514 County

Road 2, PO Box 130, Mallorytown, ON K0E 1R0. ATTN: Jennifer Ault, Clerk. Email: admin@frontofyonge.com.

Chief Administrative Officer - Township of Leeds and the Thousand Islands. Please submit your covering letter and detailed resume in confidence to hr@townshipleeds.on.ca by 4:00 p.m., Friday, January 24, 2020. Please quote "Competition No. 01-20" in the subject line of your email.

Zoning and Compliance Report Examiner - City of Richmond Hill. Posting ID: 401. Department: Planning & Regulatory Services. Reports to: Manager, Plans Review & Compliance. Application Deadline: January 31, 2020. To apply for this position, please see Richmond Hill [Job Opportunities](#).

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DEC 12 2019

354-2019-1639

Her Worship June Caul, Mayor
Mr. Andrew Hallikas, Councillor
Mr. John McTaggart, Councillor
Town of Fort Frances
320 Portage Avenue
Fort Frances ON P9A 3P9

Dear Mayor Caul and Colleagues:

Thank you for meeting with me at the 2019 Association of Municipalities of Ontario Conference. I understand your Town's concerns about the economic impact caused by the closure of the Fort Frances pulp and paper mill, and subsequent sale by Resolute FP Canada Inc. to Riversedge Developments.

Ontario supports forestry workers and values the contribution a strong forest sector makes to the prosperity of communities in Northwestern Ontario. My ministry is working to develop a forest sector strategy to reduce barriers, create jobs, promote economic growth and make Ontario open for business. Growing the forest sector will create more jobs, opportunity and prosperity for thousands of Ontario families, while also encouraging innovation and investment in the industry.

I understand you and members of Town Council recently met with ministry representatives and my colleague the Honourable Greg Rickford, Minister of Energy, Northern Development and Mines, and Minister of Indigenous Affairs, to share information and perspectives on historic wood use, future wood supply projections, and the enhanced sustainable forest licence process associated with the Fort Frances mill and the Crossroute-Sapawe Forest. I understand, as an outcome of the meeting, staff from my ministry are investigating available wood supply to support forestry opportunities in the Fort Frances area.

I look forward to working together into the future.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Yakabuski".

John Yakabuski
Minister of Natural Resources and Forestry

c: The Honourable Greg Rickford, Minister of Energy, Northern Development and Mines; Minister of Indigenous Affairs



Council Resolution Form

Date: 18 Nov 2019No: Resolution No.261-19Moved By: Councillor Rigelhof Seconded by
Councillor MacPhersonDisposition: CARRIED.Item No: 9.11.1

Description: Support for ministers to allow for electronic delegation

RESOLUTION:

WHEREAS Council has discussed lobbying the provincial ministers to allow for electronic delegation;

AND WHEREAS Council feel that it is unjust to have to attend expensive conferences to be able to have a delegation with Ministers or the Premier;

AND THEREFORE, Council requests that the Ministers and the Premier offer electronic delegations to small and rural Municipalities that do not have sufficient budget to attend conferences;

FURTHERMORE, that this resolution be sent to all Ontario Municipalities to request their support and sent to the Premier and all the Ministries for their consideration.

Recorded Vote Requested by:

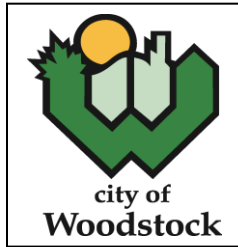
	Yea	Nay
B. Hunt	_____	_____
L. Perrier	_____	_____
C. Rigelhof	_____	_____
J. Frost	_____	_____
G. MacPherson	_____	_____


MAYOR

Declaration of Pecuniary Interest:

.....

Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote



Office of the City Clerk
Woodstock City Hall
P.O. Box 1539
500 Dundas Street
Woodstock, ON N4S 0A7
Telephone (519) 539-1291

December 18, 2019

The Honourable Jeff Yurek,
Minister of Environment, Conservation and Parks
College Park 5th Flr, 777 Bay St,
Toronto, ON M7A 2J3

Re: Ban of Single-Use Plastic Handled Shopping Bags

Please be advised that the Council of the Corporation of the City of Woodstock passed the following resolution at its regular Council meeting held on December 12, 2019:

“That Woodstock City Council continue to support the single-use plastic handled shopping bag ban in principle but defer a decision regarding implementation until the Provincial and/or Federal governments have announced their decision and plans for a ban;

And further that Woodstock City Council supports a harmonized ban of single-use plastic shopping bags across the Province of Ontario;

And further that staff be directed to participate in the consultations with the Minister of Environment, Conservation and Parks with respect to the new producer responsibility model for the Blue Box Program, including discussing solutions with respect to single-use plastic shopping bags;

And further that Council pre-approve \$5,000 in the 2020 revenue fund budget in order for the Woodstock Environment Advisory Committee to undertake a public education campaign to educate and encourage Woodstock residents to reduce the use and consumption of single-use plastic shopping bags;

And further that this resolution be circulated to the Minister of Environment, Conservation and Parks and all Ontario municipalities.”

Yours Truly,



Amelia Humphries, B. Math, M.P.A.
City Clerk

c: All Ontario municipalities



Administration Department
City of Dryden
30 Van Horne Avenue
Dryden, ON P8N 2A7



December 19, 2019

Northwestern Health Unit
210 First Street North
Kenora, ON P9N 2K4
Attention: Ms. M. Herbacz

Re: Downloading Service Board Costs to Municipalities

Dear Ms. Herbacz,

This letter is to confirm that the enclosed resolution was adopted by the Council of the City of Dryden at the December 16, 2019 meeting of Council.

Yours truly,

Allyson Euler
Acting Clerk

Encl.

cc. NWHU municipalities



Resolution Background:

The Province has announced funding reductions for health units that will take effect in 2020. There is some concern that to make up the shortfall, social service agencies may engage in an annual process of making up a funding shortfall, due to any Provincially mandated reductions to their programs, by raising levies to municipalities (and ultimately to the local taxpayers) each year as opposed to reducing costs within their organizations.

The City of Dryden, similar to other municipalities, continues to struggle to provide a balanced budget while minimizing increases to our taxpayers and maintaining municipal service levels wherever possible. The City simply cannot continue to absorb increased costs related to funding cuts by the Province to the Northwestern Health Unit without significant impacts on either municipal taxpayers or service levels, or possibly both.

It is recommended that Dryden City Council request the Northwestern Health Unit find savings within its internal operations per the Provincial government's direction, in an effort to ensure that funding shortfalls due to reduced Provincial government funding do not result in municipalities being asked to make up the shortfall.

THE CORPORATION OF THE CITY OF DRYDEN

MOVED BY: NORM BUSH

DATE: 16 Dec 2019

SECONDED BY: [Signature]

RESOLUTION NO.: 21

WHEREAS the Province of Ontario has announced changes in its funding formulas for all Ontario Ministries, affecting Health Units; and

WHEREAS the Northwestern Health Unit (NWHU) is funded through a formula system by the municipalities and the Province within its service areas; and

WHEREAS the full impacts of how Provincial funding reductions may impact local public Health Units are not yet known; and

WHEREAS Council of The Corporation of The City of Dryden wishes to ensure that Provincial funding reductions to the NWHU does not result in a further downloading of costs to municipalities (ie. local taxpayers) to offset Provincial funding reductions;

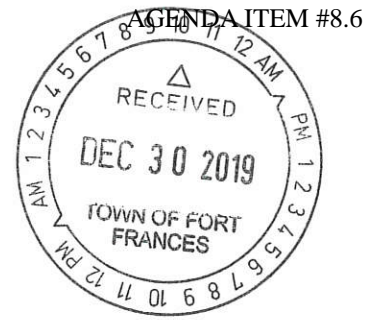
NOW THEREFORE BE IT RESOLVED THAT the City of Dryden hereby requests the Board of the Northwestern Health Unit conduct a review of its own internal operations to determine where yearly offsetting savings can be achieved to ensure the funding reductions from the Province are not made up by simply increasing the levy to local taxpayers of the various municipalities within its service areas. The Provincial government has demanded a 4% decrease in internal costs for all ministries. Funding reductions by the Province must be offset by cost reductions and efficiency improvements within this organization; and,

FURTHER THAT copies of this resolution be forwarded to the Northwestern Health Unit and the municipalities within its service areas.

RECORDED VOTE			DECLARATION UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT	
			Councillors who have declared an interest, abstained from discussion and did not vote on this question.	
Council	Yes	No		
Councillor N. Bush				
Councillor J. Carlucci				
Councillor M. MacKinnon				
Councillor S. MacKinnon				
Councillor D. McKay				
Councillor M. Price				
Mayor G. Wilson				
TOTALS				
			Disposition of Resolution (Check One)	
			Carried	Defeated

MAYOR:

[Signature]



December 31, 2019

FORT FRANCES, TOWN OF
320 Portage Avenue.
Fort Frances
P9A 3P9 ON

RE: Industry funding for Municipal Blue Box Recycling for the third quarter of the 2019 Program Year

Dear Mayor and Members of Council:

Stewardship Ontario provides payments to municipalities and First Nations equal to 50% of the total net costs incurred by those communities as a result of the Blue Box Program. Payments are made on a quarterly basis. The funding for these payments comes from companies that produce, import and sell packaging and printed paper to Ontario residents.

RPRA is responsible for setting payments to individual communities. Further details with respect to the RPRA Board's determination of the 2019 obligation and the allocation to individual municipalities and First Nations is available on the RPRA website (www.rpra.ca/blue-box).

Thank you for your ongoing dedication to resource recovery and reutilization.

Sincerely,

Lyle Clarke
Blue Box and MHSW Program Officer
Stewardship Ontario



The Corporation Of The Township Of Stone Mills

4504 County Road 4, Centreville, Ontario K0K 1N0
Tel. (613) 378-2475 Fax. (613) 378-0033
Website: www.stonemills.com.

December 27, 2019

Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Flr, 777 Bay St.
Toronto, Ontario
M7A 2J3

minister.mecp@ontario.ca

Honourable Premier Doug Ford
Premier of Ontario
Legislative Building
Queens Park
Toronto On M7A 1A1

premier@ontario.ca

Re: Support Resolution of Conservation Authorities – Township of Stone Mills

Dear Premier Ford and Minister Yurek,

At the December 9, 2019 Stone Mills Township Council meeting, Council passed a resolution in support of the continuation of program support for Conservation Authorities in the Province of Ontario.

A copy of the resolution is attached for your consideration. We kindly request your support and endorsement for the continuance of Conservation Authority Support.

Sincerely,

Bryan Brooks
C.A.O./Clerk
Township of Stone Mills

Cc: MPP Daryl Kramp
MP Derek Sloan
Association of Municipalities on Ontario
Quinte Conservation

All Ontario Municipalities
Cataraqui Conservation Authority



The Corporation Of The Township Of Stone Mills

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RESOLUTION IN SUPPORT OF CONSERVATION AUTHORITIES

WHEREAS the Township of Stone Mills is committed to planning for an protecting the future sustainability of its resources and environment,

AND WHEREAS the Township of Stone Mills is within the Quinte and Cataraqui Conservation Authority areas,

AND WHEREAS the Province of Ontario is currently reviewing the mandate and operation of conservation authorities and;

AND WHEREAS Conservation Authorities provide essential services to municipalities in their watersheds and

AND WHEREAS smaller municipalities do not have capacity or the financial resource to employ staff with the technical expertise that conservation authorities provide and

WHEREAS development near watercourses can have significant effects both upstream and downstream

THEREFORE BE IT RESOLVED THAT The **Township of Stone Mills encourages the province to continue to support the principle of planning on a watershed basis in the on-going review and prioritize the allocation of adequate funding to support the core mandate of conservation authorities.**

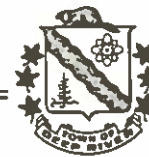
AND THAT this resolution be forwarded to Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Daryl Kramp, the Association of Municipalities of Ontario, the Cataraqui and Quinte Conservation Authorities and all Ontario Municipalities.

.....
Township of Stone Mills - 4504 County Road 4, Centreville ON K0K 1N0
Attention: C.A.O/Clerk, 613-378-2475 Ext. 225, bbrooks@stonemills.com

THE CORPORATION OF THE TOWN OF DEEP RIVER

P.O. BOX 400 • 100 DEEP RIVER ROAD • DEEP RIVER, ONTARIO K0J 1P0

Tel: (613) 584-2000 • www.deepriver.ca • Fax: (613) 584-3237



January 8, 2020

Hon. Doug Ford, Premier of Ontario
 Queen's Park Legislative Building
 1 Queen's Park, Room 281
 Toronto Ontario
 M7A 1A1

Subject: Premiers to Develop Nuclear Reactor Technology

Dear Honourable Doug Ford,

Please be advised that at the Regular Meeting of Council held October 9th, 2019, Council for the Corporation of the Town of Deep River passed the following resolution:

BE IT RESOLVED THAT the CBC News report entitled "**Group of premiers band together to develop nuclear reactor technology**", be received, and

WHEREAS the Premiers of Ontario, Saskatchewan and New Brunswick have announced their intention to work together on the development of small modular reactors to help their provinces reduce carbon emissions and address the challenges of climate change;

WHEREAS Canada has demonstrated excellence and leadership in the nuclear industry on the world stage for more than 70 years;

WHEREAS the Canadian nuclear industry is one of the safest and most well-regulated energy sectors in the world under the oversight of the Canadian Nuclear Safety Commission;

WHEREAS the citizens of Ontario have enjoyed the benefits of safe, clean, low-carbon energy produced by Ontario's nuclear industry for over 50 years;

WHEREAS small modular reactors have the potential to provide municipalities, especially rural and northern municipalities, with an innovative technology that provides a safe, low-carbon alternative to meet energy demands; therefore,

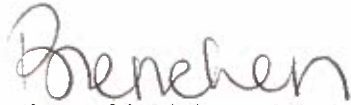
BE IT RESOLVED the Town of Deep River write to the Premiers of Ontario, Saskatchewan and New Brunswick to express support for their decision to work together on the development of small modular reactor technology as a safe, low-carbon energy option;

THAT the Town of Deep River write to the Prime Minister of Canada, Minister of Natural Resources, and the remaining provincial premiers asking that they support investment in the research and development of small modular reactor technology as an innovative, safe, low-carbon energy option; and

THAT this resolution be circulated to all upper and lower-tier municipalities in Ontario, and the Federation of Canadian Municipalities, for their consideration.

CARRIED

Thank you and please contact the writer should you have any additional questions.
Kindest regards,



Bethany McMahon, Administrative Assistant
Town of Deep River

cc: Hon. Scott Moe, Premier of Saskatchewan
Hon. Blaine Higgs, Premier of New Brunswick
Hon. Stephen McNeil, Premier of Nova Scotia
Hon. Brian Pallister, Premier of Manitoba
Hon. John Horgan, British Columbia
Hon. Dennis King, Premier of Prince Edward Island
Hon. Jason Kenney, Premier of Alberta
Hon. Dwight Ball, Premier of Newfoundland and Labrador
Hon. Francois, Premier of Quebec
Hon. Caroline Cochrane, Premier of Northwest Territories
Hon. Sandy Silver, Premier of Yukon
Hon. Joe Savikataaq, Premier of Nunavut
Hon. Justin Trudeau, Premier of Canada
Hon. Seamus O'Regan of Natural Resources
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
All Upper and Lower Tier- Municipalities

TOWN OF FORT FRANCES
Administration and Finance Executive Committee

MINUTESSESSION NO. # 21December 3, 2019

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Council Chambers, Civic Centre on December 3, 2019 from 12:02 p.m. to 12:40 p.m.

PRESENT: Chairperson W. Brunetta, Councillors D. Judson and A. Hallikas, Mayor J. Caul (ex-officio)

ALSO PRESENT: D. Galusha, Treasurer, L. Slomke, Clerk, T. Moffit, Fire Chief/CEMC (12:02 p.m. to 12:09 p.m.) and K. Lawson, Deputy Clerk

REGRETS: D. Brown, CAO

1. Call to Order 12:02 p.m.

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

2.1 Councillor D. Judson re: Preliminary discussion respecting change of dates for the A&F Executive Committee meetings.

2.2 Councillor D. Judson re: Accounts Payable Policy with respect to legal invoices.

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

4. Approval of Previous Committee Minutes

4.1 Session No. 20 dated November 19, 2019.

Hallikas-Judson: Approved as presented.

CARRIED

5. Items Referred from Council

5.1 Fort Frances Curling Club - Sponsorship Opportunity.

- R. Silver, President, C. Denby, R. Roy and W. Belluz of the Fort Frances Curling Club were in attendance (12:02 p.m. to 12:15 p.m.). Ron Silver, President of the Club spoke to the Clubs request. Committee recommended supporting the Fort Frances Curling Club's bid proposal to host the Men's and Women's Provincial Combined Event January 25-31, 2021 at the 52 Arena and advised club members that further discussions regarding financial sponsorship will be discussed should the Fort Frances Curling Club be successful in their bid.

- 5.2 B93.1 (CFOB) Christmas Greeting.
 - committee recommended approving the purchase of thirty-15 second Holiday Greetings to be aired on 93.1 the Border from December 9 to 29, 2019 at a cost of \$289.00 plus HST.

6. New Business

- 6.1 Upcoming Committee & Council Meeting Dates for 2020.
 - committee recommended approval of the proposed Committee and Council dates for 2020 as laid out in the report.
- 6.2 Conflict of Interest.
 The Clerk provided an overview of her report. Committee recommended that purchase of the 'Conflict of Interest Tracker' to the current suite of services from iCompass at a cost of \$500.00 per year in addition to our existing annual costs.
- 6.3 357/358 Applications for Tax Adjustment re: 727 Church Street (2019).
 - committee recommended approving the adjustment of 2019 taxes for April 1, 2019 to December 31, 2019 under Section 357/358 of the *Municipal Act* for property located at 727 Church Street resulting from a fire.
- 6.4 357/358 Applications for Tax Adjustment re: 416 First Street East (2019).
 - committee recommended approving the adjustment of 2019 taxes for June 11, 2019 to December 31, 2019 under Section 357/358 of the *Municipal Act* for property located at 416 First Street East resulting from a fire.

7. Non-agenda Items -

- 7.1 Councillor D. Judson requested a preliminary discussion respecting the change of dates for Administration and Finance Executive Committee meetings to Monday proceeding Council meetings. A brief discussion was held and the matter will be further considered.
- 7.2 Councillor D. Judson requested a discussion around signage of legal invoices and the accounts payable policy surrounding same. More specifically a review of the policy so that Council stays apprised of the invoices being paid. The Treasurer gave an overview of the current processes and as a compromise she will ensure that a report be generated to provide Council with this information.

8. Outstanding Items

- 8.1 Renewal of Agreement: Kenora CACC Lake of The Woods District Hospital - Update.
- The Fire Chief/CEMC was in attendance to provide an overview of his update.
Committee recommended approving the entering into an agreement with the Kenora Central Ambulance Communications Centre - Lake of The Woods District Hospital for the provision of communication (call taking and alerting or dispatching) services to the Town of Fort Frances.

9. Information

- 9.1 Information Report - Update on New Pumper Fire Truck - received as information.
- 9.2 Town of Fort Frances General Fund (Operating) Summary for the Ten Months Ending Thursday, October 31, 2019 - received as information.
- 9.3 Town of Fort Frances Water and Sewer Fund (Operating) Summary for the Ten Months Ending Thursday, October 31, 2019 - received as information.

10. Adjourn 12:40 p.m. / Next Meeting Date - January 7, 2020


Executive Committee Chair


D. Brown, CAO

TOWN OF FORT FRANCESMINUTESSESSION NO. #018December 4, 2019

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on December 4, 2019 from 8:30 a.m. to 10:27 a.m.

PRESENT: Chairperson R. Wiedenhoeft - Councillor, M. Behan - Councillor, J. McTaggart - Councillor, Mayor J. Caul (ex-officio)

ALSO PRESENT: T. Rob, Manager of Operations & Facilities and Councillor Doug Judson (8:30 a.m. to 8:57 a.m.)

1 Call to Order

1.1 The meeting was called to order at 8:30 a.m.

2 Disclosure of pecuniary interest and the general nature thereof

2.1 None

3 Approval of Previous Committee Minutes

3.1 Minutes from the previous meeting on November 20, 2019 - the minutes were approved as circulated.

4 Non-agenda Items

4.1 None

5 Items Referred from Council

5.1 Single Use Plastics By-law - a verbal discussion on the proposal was conducted with the matter being tabled to the next meeting (Councillor Doug Judson left the meeting at 8:57 a.m.)

6 New Business

6.1 Report No. 1 Establishing 2020 Water & Sewer Rates - the Water and Sewer Rates were approved as revised Scenario 3.

6.2 Award of Tender 19-OF-09 - Combination High Pressure/Vacuum Truck - the administration report was approved as presented.

- 6.3 Request Dated November 11, 2019 to open Keating Avenue between 6th Street and 8th Street - the administration report was approved as presented.

7 Information

- 7.1 Operations and Facilities Division - Public Works Area - Operations Statistics - June 2019 - the Operations Statistics for June 2019 were reviewed and will be forwarded to Council as information only. No action required.
- 7.2 Operations and Facilities Division - Public Works Area - Operations Statistics - July 2019 - the Operations Statistics for July 2019 were reviewed and will be forwarded to Council as information only. No action required.
- 7.3 Operations and Facilities Division - Public Works Area - Operations Statistics - August 2019 - the Operations Statistics for August 2019 were reviewed and will be forwarded to Council as information only. No action required.

8 Adjourn / Next Meeting Date

- 8.1 Meeting adjourned at 10:27 a.m.
Next meeting January 8, 2020.



Executive Committee Chair

T. Rob, Manager of Operations & Facilities

TOWN OF FORT FRANCESMINUTESSESSION NO. #18December 2, 2019

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre - Committee Room on December 2, 2019 from 8:30 a.m. to 9:36 a.m.

PRESENT: J. McTaggart - Chairperson, W. Brunetta - Councillor, D. Judson - Councillor, Mayor J. Caul (ex-officio)

ALSO PRESENT: D. Brown, CAO, C. Vangel, CBO/Planner, P. Briere, Committee Secretary

1. Call to Order - 0830am
Session #18

2. Disclosure of pecuniary interest and the general nature thereof
None.

3. Approval of Previous Committee Minutes

- 3.1 Approval of Previous Committee Minutes.
- Approved as presented.

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

- 4.1 Additional Materials distributed by Councillor Judson for Item #6.2. Copies of materials added to the PDEC Meeting file for 2019.

5. In-Camera
None.

6. Items Referred from Council

- 6.1 Request from R. Socholotuk - Amend Off-Road Vehicles By-Law.
- A discussion was had on this item and information with input from the other Executive Committees. The Planning & Development Executive Committee is recommending that Council accept the request letter and forward it to the Strategic Plan for further review and consideration.
- 6.2 Plastic Bag Ban By-Law.
- An overview of the request was presented and a discussion was had regarding the proposed By-Law. Additional materials were distributed at the start of the meeting and was added to the agenda. The Planning & Development Executive Committee is recommending to refer this item to the next PDEC & OFEC Meetings to allow ample time for Administration to review and provide comment.

7. New Business

- 7.1 Site Plan Control - 737 Scott Street (Storage Garage & Parking Lot).
- An overview of the project and Site Plan was presented to the Committee from Administration & RRDSSAB Staff in attendance. A request was made from RRDSSAB to postpone the Site Plan Control Agreement until construction of the driveway, grading portion of the project is being done. The Planning & Development Executive Committee is recommending that Council approve the report as presented and ensure that a Site Plan Control Agreement is in place prior to anymore work being completed on the project.

8. Outstanding Items

- 8.1 Brewery Definitions & Zoning - Zoning By-Law Amendments.
 - A review of the item was provided by Administration and a discussion was had on the proposed By-Law Amendments. The Planning & Development Executive Committee is recommending that Council approve the amendments with some minor housekeeping changes to the wording.

- 8.2 Second Units - Zoning By-Law Amendment.
 - An overview of the report was provided by Administration and a discussion was had on the item. The Planning & Development Executive Committee is recommending that Council approve the report with the discussed minor housekeeping wording changes to the Amendments.

9. **Information**
None.

10. **Non-agenda Items**
None.

11. **Adjourn / Next Meeting Date - 0936am**
January 2020.

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

TOWN OF FORT FRANCESMINUTESSESSION NO. #016November 4, 2019

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Civic Centre - Committee Room on November 4, 2019 at 10:30 a.m.

PRESENT: Andrew Hallikas - Chairman, Michael Behan - Councillor, Rick Wiedenhoeft - Councillor, Mayor June Caul (ex-officio), Jason Kabel - Manager of Community Services

ALSO PRESENT: D. Brown, CAO

1 CALL TO ORDER (Session #016)

2 APPROVAL OF AGENDA (Call for Non-Agenda Items)

Approved as presented.

3 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

None.

4 APPROVAL OF PREVIOUS COMMITTEE MINUTES

4.1 Community Services Executive Committee - October 8, 2019
- approved as presented.

5 ITEMS REFERRED FROM COUNCIL

- NIL

6 NEW BUSINESS

6.1 Library Shed - recommendation will be forwarded to Committee of the Whole as presented.

7 IN-CAMERA - None.

8 NON-AGENDA ITEMS - None.

9 INFORMATION

9.1 Memorial Sports Centre - Membership Usage Report JAN - OCT 2019
- received.

9.2 Memorial Sports Centre - Pool & Fitness Activity Report - JAN - OCT 2019
- received.

9.3 Next Meeting - November 18, 2018

10 ADJOURNMENT

A. Hallikas, Executive Committee Chair

A. Bisson, Recreation and Culture Manager

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 017

November 18, 2019

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Memorial Sports Centre - '52 Canadians Meeting Room on November 18, 2019 from 10:33 a.m. to 10:59 a.m.

PRESENT: Andrew Hallikas - Chairman, Michael Behan - Councillor, Mayor June Caul (ex-officio), Aaron Bisson, Recreational and Culture Manager

ALSO PRESENT: Doug Brown, CAO

- 1 **CALL TO ORDER (Session #017) - 10:33**

- 2 **APPROVAL OF AGENDA (Call for Non-Agenda Items)**
Approved as Presented

- 3 **DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF**
None

- 4 **APPROVAL OF PREVIOUS COMMITTEE MINUTES**

4.1 Approved as Presented

- 5 **ITEMS REFERRED FROM COUNCIL**

- 6 **NEW BUSINESS**

6.1 2020 Family Day Toonie Skate
 - Determine best time with Ray and move forward

6.2 2020 Community Service User Fee Schedule
 - Contact other communities to compare user fees

- 7 **IN-CAMERA - None**

- 8 **NON-AGENDA ITEMS - None**

- 9 **INFORMATION**

9.1 Next Meeting Dec 2, 2019

- 10 **ADJOURNMENT - 10:59**

A. Hallikas, Executive Committee Chair

A. Bisson, Recreational and Culture Manager

TOWN OF FORT FRANCESMINUTESSESSION NO. #016November 4, 2019

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Civic Centre - Committee Room on November 4, 2019 at 10:30 a.m.

PRESENT: Andrew Hallikas - Chairman, Michael Behan - Councillor, Rick Wiedenhoeft - Councillor, Mayor June Caul (ex-officio), Jason Kabel - Manager of Community Services

ALSO PRESENT: D. Brown, CAO

1 CALL TO ORDER (Session #016)

2 APPROVAL OF AGENDA (Call for Non-Agenda Items)
Approved as presented.

3 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF
None.

4 APPROVAL OF PREVIOUS COMMITTEE MINUTES

- 4.1 Community Services Executive Committee - October 8, 2019
- approved as presented.

5 ITEMS REFERRED FROM COUNCIL
- NIL

6 NEW BUSINESS

- 6.1 Library Shed - recommendation will be forwarded to Committee of the Whole as presented.

7 IN-CAMERA - None.

8 NON-AGENDA ITEMS - None.

9 INFORMATION

- 9.1 Memorial Sports Centre - Membership Usage Report JAN - OCT 2019
- received.
- 9.2 Memorial Sports Centre - Pool & Fitness Activity Report - JAN - OCT 2019
- received.
- 9.3 Next Meeting - November 18, 2018

10 ADJOURNMENT

A. Hallikas, Executive Committee Chair

A. Bisson, Recreation and Culture Manager

TOWN OF FORT FRANCESMINUTESSESSION NO. # 006October 25, 2019

The meeting of Police Services Board of the Town of Fort Frances was held in the Committee Room, Civic Centre on October 25, 2019 from 8:35 a.m. to 11:55 p.m.

PRESENT: Councillor J. McTaggart, Chairperson, L. Hamilton, G. Rogozinski, Mayor J. Caul (8:39 a.m. to 10:55 a.m.)

ALSO PRESENT: Detachment Commander N. Schmidt, Staff Sgt. D. McLean, K. Lawson, PSB Board Secretary, D. Brown, Municipal CAO (8:35 a.m. to 8:57 a.m.), E. Slomke, Municipal Clerk (9:00 a.m. to 9:13 a.m.) and R. Thoms, 93.1 The Border (8:45 a.m. to 9:47 p.m.)

1. Call to Order 8:35 a.m.

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

2.1 J. McTaggart, Chair re: Zone 1 OACP/OAPSB Joint Meeting - October 8-10, 2019 - Update.

2.2 J. McTaggart, Chair re: October 22, 2019 - Kenora - OPP Awards Ceremony (*Housekeeping Item*).

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

4. Approval of Agenda

4.1 Session No. 6 dated October 25th, 2019.

39/19 Hamilton-Rogozinski: THAT the Police Services Board approve the October 25, 2019 agenda as prepared with the addition of the following non-agenda item(s):

- 1) Zone 1 OACP/OAPSB Joint Meeting - October 8-10, 2019 - Thunder Bay - Update.
- 2) October 22, 2019 OPP Awards Ceremony Awards Ceremony attendance by J. McTaggart, Board Chair.

CARRIED

5. Approval of Previous Board Minutes

5.1 Session No. 5 dated September 20, 2019.

40/19 Rogozinski-Hamilton: THAT the minutes of the Board Meeting being Session No. 5 dated September 20, 2019 having been typed and distributed to members be approved as amended.

CARRIED

6. Business Arising from the Minutes

6.1 Update from J. McTaggart - Inspector Schmidt's request - Storage for old Fort Frances Police Force record books.
- E. Slomke, Town Clerk was in attendance to provide input respecting this matter. Inspector Schmidt identified that these records included old radio log books from the 1950 - 1970's. There were some police occurrence books and note books, which had been left in upstairs storage, from the period when the former Fort Frances Police detachment was in use. The Clerk shared her concerns with the prospect that identifiable

persons names/personal information may be included in these documents and while living or deceased there is still an expectation that this information must be protected. Should these documents be moved to the Museum, the Clerk's Office would still require appropriate transfer documentation to provide for continuity of care and assumed ownership with expectation that some information would need redaction before being displayed. Inspector Schmidt suggested that these materials might be given on loan with set parameters for their use and offered to obtain the contact number for the Orillia Museum who is known to have this type of information in their care. The Clerk will also contact the Fort Frances Museum Curator to determine what the documentation might be used for. This item will be placed on the next regular agenda.

- 6.2 Request for Input from Police Services Board - R. Socholotuk - Use of Off Road Vehicles Within Town Limits (held over from previous meeting for additional input from Inspector N. Schmidt).
- The Chair advised that the Planning and Development Executive Committee had requested that the use of snowmobiles be added to the request. The Board determined that they were only interested in entertaining a recommendation on the original request from Mr. Socholotuk. After receiving input from Inspector Schmidt respecting the use of ATV's in other jurisdictions, the Board recommended supporting the request from Mr. Socholotuk for the use of Off Road Vehicles (ATV's) within Town limits.

- 41/19 Caul-Hamilton: THAT the Fort Frances Police Services Board support the use of Off Road Vehicles (ATV's) within Town Limits and further recommend that an appropriate authorizing by-law be supported.

CARRIED

- 6.3 Presentation from J. McTaggart, Chair re: 2019 OAPSB Spring Conference (held over from last meeting).
- The presentation materials were provided for Board Members by the Chair as information for their awareness.

- 42/19 Hamilton-Rogozinski: THAT the presentation from Councillor J. McTaggart, Chair re: 2019 OAPSB Spring Conference, May 22-25, 2019 - Windsor, Ontario be received.

CARRIED

- 6.4 Update - Provincial Appointments to Fort Frances Police Services Board (one additional Provincial appointee still required).
- The Ministry had identified that interviews are currently taking place and the Board will be contacted once an appointment has been approved.

- 6.5 Update - 2 Special Constables for Court Security and New OPP Contract.
- D. Brown, CAO was in attendance to provide input for this item along with the Board Chair and Detachment Commander. An overview of the costing data as provided by the Municipal Policing Bureau was presented to members. Inspector Schmidt advised that the OPP is not able to move the matter of posting for the Special Constable position until such time as the By-Law to approve the agreement has been executed on behalf of the Corporation. Inspector Schmidt also provided an overview of the funding available under the Proceeds of Crime - Front-Line Policing Grant. Inspector Schmidt is reviewing the documentation and the OPP will work in conjunction with the Town to submit a grant application with the submission date on or before December 16th for contract locations.

- 43/19 Rogozinski-Hamilton: THAT the Fort Frances Police Services Board support the recommendations as laid out in the joint report dated October 17, 2019 from D. Brown, Town of Fort Frances, CAO and Councillor J. McTaggart, Chairperson, Fort Frances Police Services Board re: Execution of a 5 Year Term Agreement with the Ministry of the Solicitor General for OPP Police Services commencing on January 1, 2020.

CARRIED

- 6.6 Update - Community Safety and Well Being Plan.

This information was provided as information for Board Members awareness.

7. New Business

7.1 On-Line Citizen Self Reporting Tools.

- Inspector Schmidt provided an overview and parameters for use of this reporting tool to the Board. He identified that of the 1,745 Year to Date Citizen calls for service, only 34 came from the North West Region and 2 from the Rainy River District (Fort Frances). He reported that calls for service via text messaging may begin as early as next year. He also identified the issue of increased 911 Hang Up Calls. Board Chair emphasized that the OPP were obligated to respond to each and every one of these calls, taking valuable time and resources away from real emergencies. Inspector Schmidt advised that the Regional Superintendent is reviewing calls for service to try and determine what can be done to reduce the increased number of 911 Hang Up Calls.

7.2 Annual Performance Report - Inspector N. Schmidt.

- The Chair provided an update on this matter. Members will receive appropriate documents for the performance reporting of Inspector Schmidt.

7.3 Rules and Procedures Protocol.

- The Chair provided an update on this matter. The document will be reviewed at the next regular meeting.

8. Information

8.1 Standing Template - Fort Frances Police Services Board Appointments, - received as information.

9. Non-agenda items:

9.1 Zone 1 OACP/OAPSB Joint Meeting - October 8-10, 2019 - Thunder Bay - Update. - Inspector Schmidt provided an update on the meeting.

9.2 October 22, 2019 OPP Awards Ceremony Update from J. McTaggart (housekeeping item). - Inspector Schmidt and Councillor McTaggart attended the 2019 OPP Awards Ceremony and luncheon held on October 22nd, 2019 in Kenora. An overview of the awards presented to local recipients was provided.

44/19 Hamilton-Caul: THAT the following be authorized to attend the 2019 OPP Awards Ceremony - October 22, 2019 - Kenora: J. McTaggart, Board Chairperson

CARRIED

10. Next Meeting Date - December 5, 2019

11. In-Camera - no items identified

11.1 Operational Matter. - No in-camera items were identified.

12. Detachment Commander's Report

12.1 Reporting on September 2019.

- Inspector Schmidt provided an overview of his September 2019 report.

45/19 Hamilton-Rogozinski: THAT the Fort Frances Police Services Board receive the September 2019 Detachment Commander's report as presented by Inspector N. Schmidt, Detachment Commander, Rainy River District O.P.P.

CARRIED

13. **Adjournment**

13.1 The meeting adjourned at 10:55 a.m.

46/19 Rogozinski-Hamilton: THAT this meeting of the Town of Fort Frances Police Services Board be now closed.

CARRIED

Board Chair

Board Secretary

**Fort Frances Public Library Technology Centre
Board Minutes
December 18, 2019**

The meeting of the Fort Frances Public Library Board was held on Wednesday, December 18, 2019 at 3:30 p.m. in the Shaw Community Hub

Board members in attendance: Michael Behan, Robin Dennis, Andrew Hallikas, Gord McBride, Robert Schulz

Regrets: Sheri De Gagné, Kerry Zucchiatti

Staff: CEO/Secretary-Treasurer – Joan MacLean

2. Declaration of Conflict of Interest - There were no conflicts of interest.

3. Approval of the Agenda

a. Call for Non-Agenda Items – None

4. Consent Agenda

A request was made that the statistic reports no longer be listed separate from the CEO report in the meeting agenda.

MOTION#2019-84: Robert S. moved to accept the agenda as amended

Seconded by Andrew H.

Carried

A request was made to change Service Fees in the November 20, 2019 meeting minutes to User Fees before publishing on the library's website.

MOTION#2019-85: Motion to accept the minutes of November 20, 2019 as amended made by Michael B.

Seconded by Gord McBride.

Carried

MOTION#2019-86: Andrew H. moved to approve the CEO Report as discussed.

Seconded by Robert S.

Carried

5. Business Arising from Minutes

a. Staff Discipline policy regarding impairment @work.

As requested at the last meeting, OLS-N was contacted to request the use of their impaired @ work policy as a template for a policy of our own. OLS-N deemed sharing their policy not appropriate for a public library and advised that amendments should be made to our HR-07 policy instead of drafting an entirely new policy. CEO will be putting together a package for discussion when the HR-07 policy is next reviewed.

6. Items for Action/Discussion:

a. Library Finance Discussion

No end-November Financial Statement from the town.

Tabled

b. 2020 Budget

Discussion regarding the 2020 budget centred on budget lines that the library has no control over and that the schedule changes will bring down the amount of Hourly Part-Time & Student Salaries/Wages.

c. Policy review – HR-10 and HR-11

No changes made.

MOTION#2019-87: Michael B. moved to approve Policies HR-10 and HR-11 and review again in four years.

Seconded by Gord M.

Carried

7. Information Items

a. Board training in the Makerspace THINK Hub scheduled for Wednesday, February 5, 2020 @ 3:30 p.m.

b. Please review long version of Strategic Plan and make note of any needed updates.

8. Adjournment and statement about next meeting date – 4:20 p.m.

MOTION#2019-88: Michael B. moved to adjourn the meeting.

Seconded by Gord M.

Carried

Next meeting - January 22, 2020 3:30 p.m.

Doug Cuthbertson – Chair Northwoods	P	Chamber of Commerce Representative Jennifer Soderholm	A
Ed Gackley Flinthouse	A	Doug Judson – Town Councilor Town of Fort Frances	A
Shelley Wepruk Secretary	P	Stacey Cridland (Guest) Flint House	P
Pam Williams) 4 Your Pets	A	Matt Bartlett (Guest) Ontario Provincial Police	P
Scott Krinke-Turvey Inkspotz	P	Matt (Guest) Sight & Sound	P
Katie Trimble B93	P		
Pat Gartshore Gartch's International Pub	P		
Natalie Donaldson Betty's	A		
RRFDC Representative Geoff Gillon	A		
Jennifer Horton Curvy Chick	A		



1. Call to Order , Call for Conflict of Interest, Call for Agenda Additions

Doug Cuthbertson opened the meeting. The meeting was called to order at 8:05 am. The Agenda and minutes were circulated to the members for review. Members were asked for any agenda additions or conflicts of interest, none were noted. The board welcomed Stacey & Blair.

2. Approval of Minutes

B.1.A Board of Management Meeting –9 October, 2019

Copies of the minutes from the 11 September 2019 Board of Management Meeting circulated for review and approval. The following motion was made:

Motion #1 Pat Gartshore/Scott Krinke Turvey

TO accept the minutes presented of August, 2019

Also to ratify all motions made on that date.

No against or abstentions

CARRIED

3. Accounts Payable & Financial Report

Motion #2 –Scott Krinke Turvey/Katy Trimble

TO accept the total payable for, July, 2019 in the amount of \$745.80

No against or abstentions

CARRIED

4. New Business

1. Sargent Matt Bartlett of the Ontario Provincial Police spoke to the board regarding policing in the downtown core. Doug mentioned the visible foot patrols are down but so are the shoplifters and loiterers since the shelter on Scott Street (the former Bonnie Blue building) closed its doors. There is now concern about this reversing itself now that the colder weather is upon us and they will be moving out of their tent cities. Scott brought up the fact that there is a lot of loiterers now hanging around Market Square. They tend to move from back to front and vice versa when there is police presence in the area. Matt explained their present project and how it works. He expressed the importance of calling in when you see something. They CANNOT react if they do not know of the incident. He expressed that it is OK to approach customers and ask the questions people are hesitant about asking. Each store should have its own rules how to handle this situation. In 3 ½ months the police have logged 207 Hours of street patrol. It has made a huge difference.

5. Business Arising from the Minutes

Finance and Administration Committee

1. Still Surplus.

Promotions Committee

1. Spooky Finances promo is now running (Ads promoting the local banks)
2. Moonlight Madness ads running October 21-24.
2. Girls Night Out: 14 November, 2019
3. Black Friday:
4. Christmas Parade: No date set as of yet. Scott will Chair with TD Bank co-chairing. Need to have a meeting with TD Bank manager asap to sort out a date.
5. Festival of Frost: Still no date. We will possibly use the Market Square this year. Hopefully can incorporate Festival with Lighting of the Tree if it is a go.

Maintenance Committee

1. Baskets will be up by mid November

Chamber of Commerce

1. Business Awards are moved to February

Social Media

1. No Report

New Business

1. Remembrance Day Hours: It was suggested opening at noon as in past years.

6. Old Business

1. Business as usual.

DRAFT MINUTES – motion required to
approve

Setting of Next Board Meeting

Motion # Pat Gartshore

To close the meeting

No against or abstentions

All in agreement – CARRIED - Meeting Closed at 8:50 a.m.

The next meeting date will be 11 December, 8 a.m. at the RRFDC board office above the Credit Union on First Street East.

PLEASE NOTE THAT ALL MEETINGS WILL NOW BE HELD ON THE SECOND WEDNESDAY OF EACH MONTH AT 8:00 A.M. AT THE RRFDC BOARD ROOM UNLESS OTHERWISE NOTIFIED.

ps

Doug Cuthbertson – Chair Northwoods	P	Chamber of Commerce Representative Jennifer Soderholm	P
Ed Gackley Flinthouse	A	Doug Judson – Town Councilor Town of Fort Frances	
Shelley Wepruk Secretary	P	Stacey Cridland Flint House	P
Pam Williams) 4 Your Pets	P		
Scott Krinke-Turvey Inkspotz	P		
Katie Trimble B93	P		
Pat Gartshore Gartch's International Pub	P		
Natalie Donaldson Bettys	A		
RRFDC Representative Geoff Gillon	A		
Jennifer Horton Curvy Chick	P		

1. Call to Order , Call for Conflict of Interest, Call for Agenda Additions

Doug Cuthbertson opened the meeting. The meeting was called to order at 8:04 am. The Agenda and minutes were circulated to the members for review. Members were asked for any agenda additions or conflicts of interest, none were noted

2. Approval of Minutes

B.I.A Board of Management Meeting –13 November, 2019

Copies of the minutes from the 9 October 2019 Board of Management Meeting circulated for review and approval. The following motion was made:

Motion #1 Pat Gartshore/Jen Horton

TO accept the minutes presented of October, 2019

Also to ratify all motions made on that date.

No against or abstentions

CARRIED

3. Accounts Payable & Financial Report

Motion #2 –Pam Williams/Pat Gartshore

TO accept the total payable for, November 2019 in the amount of \$1940.21

No against or abstentions

CARRIED

4. New Business

1. Garbage pickup.
2. New CSO
3. Post Office Insurance

5. Business Arising from the Minutes

Finance and Administration Committee

1. Still Surplus.

Promotions Committee

1. Girls Night Out: 14 November, 2019
2. Black Friday: runs on Thursday 28 November, 2019
3. Festival of Frost: Looking for ideas as to what to put into festival. Festival starts 10 am . Burst the Bus Runs from 10-4.

Maintenance Committee

1. Baskets are up but we are 3 short. Will ask Twyla to make up 3 more.

Chamber of Commerce

1. Hours open have been changed to 1pm – 5pm. Doug Judson is to be their next guest speaker. Chamber Awards date has been set to 13 February, 2020 and Expo date has been set to 24 & 25 April, 2020

Social Media

1. No Report

New Business

1. Garbage pickup on Scott Street for stores was discussed. At present merchants have to pay for pickup. It was decided that we will have Travis Robb attend a meeting to discuss the issue.
2. Sargent Bartlett advised that Constable Mills is our new CSO. She is willing to attend meeting to keep us Advised of the street issues.
3. If Power Corporation cannot put the new lights on the tree at Post Office, Shelley to talk to Lisa to have whoever is going to do the lights be included in the insurance advise to Post Office.

6. Old Business

1. Parade date has been set for December 7, 2019 at 5 pm. Theme is Crazy Christmas Trees. Please use your imagination. Cut off for floats is 3 December.

DRAFT MINUTES – motion required to
approve

Setting of Next Board Meeting

Motion # Pat Gartshore

To close the meeting

No against or abstentions

All in agreement – CARRIED - Meeting Closed at 8:45 a.m.

The next meeting date will be 14 January, 2020, 8 a.m. at the RRFDC board office above the Credit Union on First Street East.

PLEASE NOTE THAT ALL MEETINGS WILL NOW BE HELD ON THE SECOND WEDNESDAY OF EACH MONTH AT 8:00 A.M. AT THE RRFDC BOARD ROOM UNLESS OTHERWISE NOTIFIED.