

TOWN OF FORT FRANCES

Community Services Executive Committee

AGENDA - August 4, 2020 10:30 AM

MEETING - Committee Room & Virtually

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1. <u>CALL TO ORDER (Session #25)</u>	
2. <u>APPROVAL OF AGENDA (Call for Non-Agenda Items)</u>	
3. <u>DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF</u>	
4. <u>APPROVAL OF PREVIOUS COMMITTEE MINUTES</u>	
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10. <u>ADJOURNMENT</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #24

June 15, 2020

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Civic Center & virtually on June 15, 2020 from 10:30 a.m. to 11:30 a.m.

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

ALSO PRESENT: Doug Brown, CAO;

- 1 CALL TO ORDER (Session #24) - 10:30**
- 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 - Approved as presented**
 - 4.1 June 1, 2020 Minutes
- 5 NEW BUSINESS**
 - 5.1 Community Museum Operating Grant - Approved as presented
- 6 ITEMS REFERRED FROM COUNCIL**
 - 6.1 Owandem - Approved as Amended
- 7 IN-CAMERA**
 - 7.1 A proposed or pending acquisition or disposition of land by the municipality or local board - Approved as presented
- 8 NON-AGENDA ITEMS - None**
- 9 INFORMATION**
- 10 ADJOURNMENT - 11:30**

A. Hallikas, Executive Committee Chair

A. Bisson, Recreational and Culture Manager

August 4, 2020

Report To: Mayor and Council

From: Aaron Bisson, Manager of Recreation and Culture

RE: Gas Tax Funding Application

For the past several years the Town of Fort Frances has been the beneficiary of the MTO Gas Tax Program funding which is designed to help municipalities improve Ontario's Transportation network and improve economic growth. We are eligible for funding in the amount of \$71,372.00 for the 2019/2020 year.

There have been some beneficial changes to requirements within the program. The largest change being the elimination of the baseline spending requirement which will allow municipalities that have declining ridership/expenses/revenues to use the Gas Tax Funding allocated.

Please find the annual Gas Tax Funding Program Cover letter and Letter of Agreement attached from the Ministry of Transportation for our 2019/2020 funding program.

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to authorize the submission of the 2019/2020 Gas Tax Funding Program to the Ministry of Transportation by Recreation and Culture Manager, Aaron Bisson.

Respectfully Submitted,

Aaron Bisson
Manager of Recreation and Culture

<p>Council approval of this report will agree to the recommendation of the Community Services Executive Committee to submit the 2019/2020 Gas Tax Funding Program Application as outlined in this report.</p>
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**Ministry of
Transportation**

Office of the Minister

777 Bay Street, 5th Floor
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**Ministère des
Transports**

Bureau de la ministre

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MAR 12 2020

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

Dear Mayor Caul:

I am pleased to announce the launch of the 2019/2020 Gas Tax Program and to advise you of your funding allocation.

Our government is committed to working with municipalities to improve Ontario's transportation network and support economic growth. Investing in transit will reduce traffic congestion, create jobs and help businesses to develop and prosper.

The Town of Fort Frances will be eligible to receive an allocation of \$71,372 for this program year.

In the coming days we will be forwarding the electronic versions of your Letter of Agreement, along with program guidelines, reporting forms and the Canadian Content for Transit Vehicle Procurement policy to the primary contact at the Town of Fort Frances.

Please return a scanned copy of the signed Letter of Agreement, in pdf format, the required supporting by-law (if applicable) and the 2019 Reporting Forms to **MTO-PGT@ontario.ca**.

In the 2019 Budget, the province committed to reviewing the current program, in consultation with municipalities, to identify opportunities for improvement. This review is informed by the goals of responsible planning and a more sustainable government to ensure taxpayer dollars are being spent as effectively as possible.

Following a careful consideration of municipal and transit stakeholder feedback, the ministry has implemented two changes that were identified as areas for improvement to the 2019/2020 program:

- The baseline spending requirement has been removed. This will allow municipalities with declining ridership/expenditures and declining fare revenues to use their Gas Tax funding.

- Municipalities are now permitted to submit a scanned copy of the municipal by-law instead of a certified copy. This will expedite the flow of funding and will reduce the administrative burden to municipalities.

Additional changes to the Gas Tax Program are being considered and are anticipated to be announced in 2020 for the 2020-2021 program year and beyond.

If you have any questions regarding the program, please contact Anita Hooper, Director, Strategic Investments & Programs Branch, at (416) 585-7637.

Sincerely,

A handwritten signature in cursive script that reads "Caroline Mulroney".

Caroline Mulroney
Minister of Transportation

c. The Honourable Greg Rickford, MPP, Kenora—Rainy River

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MAR 12 2020

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

Dear Mayor Caul:

RE: Dedicated Gas Tax Funds for Public Transportation Program

This Letter of Agreement between the **Town of Fort Frances** (the "Municipality") and Her Majesty the Queen in right of the Province of Ontario, as represented by the Minister of Transportation for the Province of Ontario (the "Ministry"), sets out the terms and conditions for the provision and use of dedicated gas tax funds under the Dedicated Gas Tax Funds for Public Transportation Program (the "Program"). Under the Program, the Province of Ontario provides two cents out of the provincial gas tax to municipalities to improve Ontario's transportation network and support economic development in communities for public transportation expenditures.

The Ministry intends to provide dedicated gas tax funds to the Municipality in accordance with the terms and conditions set out in this Letter of Agreement and the enclosed Dedicated Gas Tax Funds for Public Transportation Program 2019/2020 Guidelines and Requirements (the "guidelines and requirements").

In consideration of the mutual covenants and agreements contained in this Letter of Agreement and the guidelines and requirements, which the Municipality has reviewed and understands and are hereby incorporated by reference, and other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Ministry and the Municipality agree as follows:

1. To support local public transportation services in the Municipality, the Ministry agrees to provide funding to the Municipality under the Program to a maximum amount of up to **\$71,372** ("the "Maximum Funds") in accordance with, and subject to, the terms and conditions set out in this Letter of Agreement and, for greater clarity, the guidelines and requirements.
2. Letter of Agreement and a copy of the authorizing municipal by-law(s) and, if applicable, resolution(s) for the Municipality to enter into this Letter of Agreement, provide the Municipality with **\$53,529**; and any remaining payment(s) will be provided thereafter.
3. If another municipality authorizes the Municipality to provide local public transportation services on its behalf and authorizes the Municipality to request and receive dedicated gas

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tax funds for those services also on its behalf, the Municipality will in the by-law(s) and, if applicable, resolution(s) described in section 2 confirm that the Municipality has the authority to provide those services and request and receive those funds.

4. The Municipality agrees that any amount payable under this Letter of Agreement may be subject, at the Ministry's sole discretion, to any other adjustments as set out in the guidelines and requirements.
5. The Municipality will deposit the funds received under this Letter of Agreement in a dedicated gas tax funds reserve account, and use such funds and any related interest only in accordance with the guidelines and requirements.
6. The Municipality will adhere to the reporting and accountability measures set out in the guidelines and requirements, and will provide all requested documents to the Ministry.
7. The Municipality agrees that the funding provided to the Municipality pursuant to this Letter of Agreement represents the full extent of the financial contribution from the Ministry and the Province of Ontario under the Program for the 2019/2020 Program year.
8. The Ministry may terminate this Letter of Agreement at any time, without liability, penalty or costs upon giving at least thirty (30) days written notice to the Municipality. If the Ministry terminates this Letter of Agreement, the Ministry may take one or more of the following actions: (a) cancel all further payments of dedicated gas tax funds; (b) demand the payment of any dedicated gas tax funds remaining in the possession or under the control of the Municipality; and (c) determine the reasonable costs for the Municipality to terminate any binding agreement(s) for the acquisition of eligible public transportation services acquired, or to be acquired, with dedicated gas tax funds provided under this Letter of Agreement, and do either or both of the following: (i) permit the Municipality to offset such costs against the amount the Municipality owes pursuant to paragraph 8(b); and (ii) subject to section 1, provide the Municipality with funding to cover, in whole or in part, such costs. The funding may be provided only if there is an appropriation for this purpose, and in no event will the funding result in the Maximum Funding exceeding the amount specified under Section 1.
9. Any provisions which by their nature are intended to survive the termination or expiration of this Letter of Agreement including, without limitation, those related to disposition, accountability, records, audit, inspection, reporting, communication, liability, indemnity, and rights and remedies will survive its termination or expiration.
10. This Letter of Agreement may only be amended by a written agreement duly executed by the Ministry and the Municipality.
11. The Municipality agrees that it will not assign any of its rights or obligations, or both, under this Letter of Agreement.
12. The invalidity or unenforceability of any provision of this Letter of Agreement will not affect the validity or enforceability of any other provision of this Letter of Agreement. Any invalid or unenforceable provision will be deemed to be severed.
13. The term of this Letter of Agreement will commence on the date of the last signature of this Letter of Agreement.

14. The Municipality hereby consents to the execution by the Ministry of this Letter of Agreement by means of an electronic signature.

If the Municipality is satisfied with and accepts the terms and conditions of this Letter of Agreement, please print it, secure the required signatures for it, and then return a fully signed copy, in pdf format, to the following email account:

MTO-PGT@ontario.ca

Sincerely,



Caroline Mulroney
Minister of Transportation

I have read and understand the terms and conditions of this Letter of Agreement, as set out above, and, by signing below, I am signifying the Municipality's consent to be bound by these terms and conditions.

Municipality

Date

Name (print):
Title (head of council or
authorized delegate):

I have authority to bind the Municipality.

Date:

Name (print):
Title (clerk or authorized delegate):

I have authority to bind the Municipality.

August 4, 2020

Report To: Mayor and Council

From: Aaron Bisson, Manager of Recreation and Culture

RE: Marina Washrooms

There has been a lot of discussion around washroom availability at the Sorting Gap Marina in 2020. Due to COVID and the physical changes in the layout of the building along with cleaning/sanitizing requirements it has been impossible to allow our public washrooms to be open. Staff and the public's health and safety must be our number one priority. With COVID in relation to the food service industry there are stricter guidelines than ever before, with these additional requirements our staff are seeing much higher demands on their time to meet these guidelines to ensure not only their safety but the safety of the public. Having said that, asking the staff to clean and sanitize the washrooms would cause a disruption in service elsewhere. The service we provide our customers would suffer, the ability to spend the required amount of time to ensure safe and sanitary washrooms may be jeopardized if the staff feel rushed because of large customer volumes in the marina.

We have had a couple of different suggestions lately which I will bring to your attention now. One suggestion was to allow a single washroom to be used as a unisex washroom. This would allow the staff one private washroom where they could maintain their own sanitary requirements. It would also allow them a means of egress from the building when having to go fuel up a watercraft among other jobs. This option would require some modifications to the building such as a deadbolt lock that could be locked from the inside to allow a person private use of the washroom. This option would require the Town to recruit an additional person in parks or public works to complete this task as it is union work and thus an outside contractor could not be enlisted to clean the washroom. At this time, we are actively looking for individuals in those departments, but it is expected to take two to four weeks to complete that process at which time the Marina would be getting ready to close for the season. We could pull staff from other jobs such as from the cemetery or grass cutting but a reduction in service in those areas would be realized.

The second suggestion was to have a porta potty or a couple of porta potty's placed at the sight. The cost to have this cleaned twice a day is \$250.00 a day or approximately \$7,500.00/per porta potty for the next 30 days. If council would like to offer a washroom service at the Marina this is the quickest option, but it comes at a significant cost.

Respectfully Submitted,

Aaron Bisson
Manager of Recreation and Culture