

TOWN OF FORT FRANCES

AGENDA - September 14, 2020

MEETING - Virtually

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1. COUNCIL MEETING

(Session No. 047) to immediately follow the Committee of the Whole

1.1 Call to Order

1.2 ~~Prayer~~ Silent Meditation

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 Presentation from T. Drysdale, Consultant, Rainy River Future Development Corporation (Invoice 004-03-2020 for the period January 1, 2020 to March 31, 2020) 4 - 19

2.2 357/358 Applications for Tax Adjustment re: 400 Eighth Street East (2020) 20 - 24
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to process the adjustment for 2020 taxes for the period January 19 to December 31, 2020 under Section 357/358 of the *Municipal Act* for property located at 400 Eighth Street East resulting from two greenhouses collapsing from excessive snow load.

2.3 Public Meeting - Application to Remove Holding Provision B3-2020 (Eighth Street East - R. Lundy) 25

3. Consent Agenda:

3.1 Items Referred from Committee of the Whole

3.2 Retirement notice from K.M. Lawson, Deputy Clerk effective December 31, 2020. 26

- will be received with appreciation for service.

3.3 Resignation letter from C. Mason from Committee of Adjustment 27
- will be received with appreciation for service.

3.4 Letter dated August 10, 2020 from J. Woods, Fort Frances Resident re: Memorial Sports Centre suggestions 28

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- will be referred to the Community Services Executive Committee for recommendation.	
3.5 Letter dated August 17, 2020 from G. Cariou, Executive Director, Sunset Country Travel Association re: Annual Per Capita Marketing Contribution	29 - 38
- will be referred to the Administration & Finance Executive Committee for recommendation.	
3.6 Email received August 20, 2020 from S. Covey and F. Murray, CN Rail re: Rail Safety Week	39 - 41
- will be advised of Council's proclamation.	
3.7 Letter dated September 1, 2020 from W. Friesen, The Sleepy Owl re: Naming Rights	42
- will be referred to the Community Services Executive Committee for recommendation.	
4. <u>Approval of Council Minutes: *</u>	
4.1 Session No. 046 dated August 10, 2020	
5. <u>Approval of Committee of the Whole Minutes: *</u>	
5.1 Session No. 047 dated August 10, 2020	
6. <u>Resolutions from tonight's Committee meeting</u>	
7. <u>By-Laws:</u>	
7.1 By-law 34/20 being a by-law to approve a community gift agreement with CMA Foundation for funding under the COVID-19 Community Response Fund for Vulnerable Populations.	43 - 56
8. <u>Information Correspondence:</u>	
8.1 AMO Watchfile dated August 13th, August 20th, August 27th, 2020.	57 - 63
8.2 Resolutions from Municipality of Chatham-Kent, City of Owen Sound, City of Elliott Lake and Township of Huron-Kinloss in support of Private Member Bill M-36 -Emancipation Day.	64 - 69
8.3 Letter from Gore Bay and Huron-Kinloss in support of City of Oshawa resolution - funding to assist municipal Cultural - Services - Sporting Clubs.	70 - 72
8.4 City of Port Colborne support of Township of South Glengarry resolution - Funding and Regular Inspections of Long Term Care Facilities.	73 - 74

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8.5 Email from D. Carter, CEO, Canadian Hemp Farmers Alliance re: Membership Information	75 - 82
8.6 Press Release - Tour de Fort dated September 4, 2020	83
9. <u>Minutes:</u>	
9.1 Planning & Development Executive Committee dated July 6, 2020	84 - 85
9.2 Planning & Development Executive Committee dated August 4, 2020	86 - 87
9.3 Community Services Executive Committee dated August 4, 2020	88
9.4 Administration & Finance Executive Committee dated August 4, 2020	89 - 90
9.5 Operations & Facilities Executive Committee dated August 5, 2020	
10. <u>Non-agenda Items</u>	
11. <u>In-Camera:</u>	
11.1 -personnel matters about an identifiable individual, including municipal or local board employees: Staffing Matter	
11.2 -the security of the property of the municipality or local board: Lease Agreement for Municipal Land	
11.3 -a proposed or pending acquisition or disposition of land by the municipality or local board: Property Inquiry	
12. <u>Public Session Resumes:</u>	
Any resolutions considered by Council as a result of the In-camera session can be obtained from the Clerk's Office following the meeting.	
13. <u>ADJOURNMENT</u>	
14. <u>* Previously distributed to Council</u>	
15. <u>** Items can be viewed by contacting the Clerk</u>	

Economic Development Activities:

RRFDC ACTIVITY REPORT

September 2020

The RRFDC continued to move forward with the enhanced economic development project and “The Path Forward” action plan.

- Supported the Fort Frances Economic Development Office (FFEDO) with Economic Development Advisory Committee (EDAC) meetings and numerous projects.

Report to Fort Frances Council

September 2020

General

The RRFDC leverages funds to support economic development working with NOHFC, FedNor and other government agencies.

In the first two quarters of 2020 we applied for funds from:

Summer Experience Grant:	(APPROVED)
Canada Summer Jobs Grant:	(APPROVED)
Celebrate Ontario:	(APPROVED)
Northern Ontario Tourism	(NOT APPROVED)
FedNor (municipal planning phase one)	(APPROVED)
FedNor (tourism planning)	(APPROVED)
FedNor (tourism implementation phase one)	(APPROVED)
NOHFC (forestry phase one)	(APPROVED)

Forestry**Boundary Waters Forest Management Corp.****The Forest:**

Crossroute and Sapawe Forests were amalgamated into the Boundary Waters Forest on April 1, 2020. The Ministry of Natural Resources and Forestry has transferred the Sustainable Forest Licence to BWPMC. The SFL is currently being amended and updated to reflect the BWPMC business plan.

The Company:

- BWPMC was incorporated in December of 2019 with 17 shareholders.
- A Board of Directors of 12 has been created:
 - 2 representing independent loggers: Don McCool, Blaine Degagne.
 - 1 representing Rainy Lake Tribal Resource Management Inc.: Gary Both.
 - 3 First Nation Representatives: Chief Brian Perrault (Couchiching), Glen Smith (Northwest Bay), Chief Will Windego (Red Gut).
 - 1 representing the Metis Nation: Brian Gouliquer.
 - 1 representing the white pine mills: Dale Kaemingh (Manitou Forest Products).
 - 2 representing the large consuming mills: Martin Kaiser (Resolute), Rick Ksiezopolski (Norbord).
 - 2 representing regional economic development agencies: Garry Mckinnon (AEDC), Mike Willick (RRFDC).
- M. Willick is the President and Chair
- All Board members have equal voting rights, except if there is a disagreement regarding financial matters, then the consuming mills (i.e. those who pay the bills) decide.
- Scot Rubin was hired in May as General Manager.
- BWPMC is now fully responsible for the management of the Boundary Waters Forest.

Report to Fort Frances Council

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Boundary Waters Forest Management Corp. Cont...

Service Contracts:

- It is envisioned that BWFMC will eventually have a small staff of about 3 people, largely to provide oversight and management. Most work will be done through a series of contracts. 2020 is a transition year.
- BWFMC has entered into a service contract with Resolute whereby Resolute will provide forest management and road administrative services to BWFMC.
- BWFMC has entered into a service contract with RLTRMI whereby RLTRMI will provide basic field monitoring work on the Forest.
- BDO Canada in Fort Frances has been hired as the accounting firm.
- Clare Brunetta has been retained as legal counsel.
- The Fort Frances Royal Bank has been selected as the bank.
- Boundary Waters Financial Services has been contracted to provide bookkeeping services.

New Manufacturing/Wood Supply Inquiries

We have three inquiries in 2020 regarding small manufacturing opportunities tied to forest product development. We continue to work with any interested party as we endeavour to grow and diversify our economy.

Mining – Supply and Services

We continue to work closely with New Gold's material procurement manager in order to identify potential companies for locating in the District.

Planning

Fort Frances Shevlin Yard and Entry Planning Study

Hilderman, Thomas, Frank, Cram continued their work facilitating the planning of a "new" asset for the Town of Fort Frances with the Shevlin Woodyard. This study also includes a reimagining of the entry way to Fort Frances.

The RRFDC worked with HTFC and the Town to assist with the study. This assistance included providing reports and lists, providing staff for workshop registrations, attending meetings, helping to facilitate input to HTFC and working with funding agencies.

Council should receive their recommendations in the near future.

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Mill Property Planning Project

In June 2020, Aazhogan Renewal and the Town of Fort Frances have agreed to work together to address anticipated planning and development requirements associated with the mill properties, most notably with amendments that may be required with the Town of Fort Frances Official Plan and the ambitions of Aazhogan Renewal.

The Town of Fort Frances and Aazhogan Renewal agreed to work together through a newly formed Fort Frances/ Aazhogan Renewal Planning Committee.

The Committee has been established to provide a forum to align with priorities and to develop recommendations for amending Town planning documents relevant to ongoing renewal efforts within the Town limits.

The Committee is an advisory committee and has no official authorities.

Tourism

Tourism Center

The Fort Frances Tourism Center was closed for the 2020 season. After many years of receiving partial support for the rental of the building, the Province withdrew their funding. At the same time the building was placed for sale. The lease expired in the fall of 2020.

Closing the center entailed work over several weeks removing and finding new space for assets, recycling or returning brochures and displays.

MAT

Council and the RRFDC signed an agreement to transfer 50% of the MAT funds earlier this year. From there, based on Council's advice the Board of Directors of the RRFDC sent invitations to Fort Frances hotels, stakeholder organizations, festivals and events.

The RRFDC working with MAT hired a consulting firm to work with the committee to develop a three-year marketing strategy that was completed in the Spring of 2020. Most of the cost of this plan was covered by a successful grant application.

Some activities have been "on hold" pending a stabilization of COVID.

Report to Fort Frances Council

September 2020

Projects are outlined below:

(KRA = Key Result Area, KPI = Key Performance Indicator)

Project 1 – Angling Product Packaging Workshop

KRA	Strategies & Objectives	Specific Tactics	Timing/Who	Budget	KPIs
Angling Product Packaging Workshop	<p>Develop buyable packages for consumers visiting Fort Frances</p> <p>Develop cooperative working group between MAT partners and other community businesses and organizations</p>	<p>Coordinate local packaging workshop with partners</p> <p>Each partner builds similarly structured packages for listing on the website</p> <p><i>Note: this can be conducted online while restrictions are in place...in context of desire to place some packaging on a destination website at launch</i></p>	Immediate	\$5,000	<p>Number of “Book Now” packages developed at workshop & available to consumers on destination website at plan launch</p> <p>Number of packages sold in Year 1</p> <p>A coordinated packaging effort amongst partners ensures Fort Frances delivers on its brand promise</p> <p>Ultimate measure of plan success</p>

Project 2 – Learn-To Product Entrepreneur Training

KRA	Strategies & Objectives	Specific Tactics	Timing/Who	Budget	KPIs
Learn To Product Entrepreneur Training Workshop	Develop capacity for individuals to develop a guided learn-to product in Fort Frances, offer it online, and convert to visits and revenue	<p>Indicated in the notes below</p> <p><i>Note: preference is in-person workshop. Can be done in an online format, or designed to consider an online/in-person mix depending on pandemic circumstances / desire and ability to undertake this initiative while restrictions are in place.</i></p>	<p>Be a Better Guide Consultants</p> <p>RRFDC to issue call for interest for guiding entrepreneurs</p>	<p>\$20,000</p> <p>Includes 2-day workshop plus travel expenses (2 people) plus 50 hrs one-on-one mentorship (online)</p>	5 entrepreneurs offering guided services by Dec. 2020

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Be a Better Guide (BABG) Three-day In-Person Guide Training Program

To better suit the training for the group, a detailed profile is established (i.e. who they are and any ideal or expected outcomes).

1. Shortlist of Potential Training Topics (for in-person)

- **Legendary Customer Service**
 - Your Role in Delivering an Amazing Guest Experience
 - Standing Out from the Competition
 - 6 Core Elements of Outstanding Customer Service
 - Why and How to be Completely Guest Focused
 - Amazing Guides are...
- **Delivering a Great Tour Experience**
 - First Impressions
 - Understanding, Managing, and Exceeding Guest Expectations
 - What Guests Really Want to Know (but never tell you)
 - Managing Supplier and Subcontractor Relationships
 - Delivering a Great Closing Speech
- **When Things Go Wrong**
 - Dealing with Late or Lost Guest
 - Managing Upset and Difficult Guests
 - Managing Your Environment
- **The Art of People Skills**
 - How to be an Effective Conversationalist
 - How to be More Likeable as a Guide or Host
 - Bringing Humour into your Tour Experience
 - Recognizing Non-Verbal Cues and Body Language
 - Empathy and Cultural Differences
 - Managing Group Dynamics
- **How to Make Your Tour Experience More Engaging**
 - An introduction to Extraordinary Storytelling
 - Using Props, Visual Aids and the 5 Senses
 - Leveraging Locals and Knowledge Experts
 - Public Speaking Skills
 - Getting and Holding the Attention of a Group
 - Using Effective Hand Gestures
- **OTAs (Online Travel Agencies, Platforms & Marketplaces)**
 - Why, How and Where to List Your Tour or Experience Online
 - Distribution Channels
 - Building a Captivating Guide Profile
 - Creating a UVP and Amazing Tour Description that Sells
- **Managing your Online Reputation**
 - Understanding Online Reviews
 - Managing Positive and Negative Reviews
 - Guest Feedback Essentials

2. Ongoing Coaching/Mentorship

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- Delivered after the in-person guide training program.
- All of the following are optional and we're usually flexible with the amount or length of time depending on the client's needs and desired outcomes.
 - Live Group Coaching Calls (AMA style - ask me anything). Usually we offer 6 one-hour sessions all done online via video conference call.
 - Always Be Learning package - We have a 6 month and 12 month option. These are a series of biweekly emails which include real life guide stories, [practical videos](#) and actionable tips for creating an amazing guest experience.
 - Life-time access to 1 or more of our premium online training programs available at the [Online Tourism Academy](#) (checkout each program for full details)
 - Private Facebook Group to communicate and share ideas, challenges and success stories among the group

3. Additional Resources:

BABG has significant training content related to growing a tour business (i.e. marketing, operations, finances, etc.) that we can train in-person or online. To access this material it's important to know more about the group of individuals and how they function (e.g. are they individuals working for a company or running their own small tour business).

Pandemic Recovery Initiative 1

KRA	Strategies & Objectives	Specific Tactics	Timing/Who	Budget	KPIs
Hotel Occupancy Rates	<p>Deliver a campaign that will accelerate recovery of hotel occupancy rates once public health orders have been eased (estimated June).</p> <p>Incentivize an appeal to past customers for a return visit.</p>	<p>Build text promo with custom content/brand block for each accommodator. Email format or one page (branded) print output.</p> <p>Electronic or mail house option (accommodator choice).</p> <p>Promo code used for hotel bookings.</p> <p>CTA to new website/products incl. "weekend wellness" coupons / packaging with other participating businesses.</p>	<p>May – content writing and design</p> <p>May – secure participating businesses</p> <p>June – email send / mail out (hotels)</p>	<p>\$20,000</p> <p>\$1 from MAT / mail out subsidy</p>	200 bookings

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Pandemic Recovery Initiative 2

KRA	Strategies & Objectives	Specific Tactics	Timing/Who	Budget	KPIs
Geo-Targeted Shop, Eat, Stay Campaign – Border Crossing	Create a focused advertising campaign that targets those in the immediate vicinity of Fort Frances to shop/eat/stay.	Using a third party vendor with experience in this space, deliver an incentivized shop and stay campaign that geo-targets cars crossing the border, which then triggers ad push when phones in the car open Facebook / Instagram.	May third party arrangement to push out June (anticipation of a border opening)- September	\$25,000	# vehicles # clicks on ads # claimed incentivized offerings 200 bookings

Brand Cornerstones

KRA	Strategies & Objectives	Specific Tactics	Timing/Who	Budget	KPIs
Brand Development	Secure domain names that elevate and link the Fort Frances tourism brand experience.	Purchase domains: destinationfortfrances.ca, destinationfortfrances.com fishthefort.ca	Immediate –	\$1,000	Domain purchases complete Trademark application submitted Trademark registered (1 year)

Website

KRA	Strategies & Objectives	Specific Tactics	Timing/Who	Budget	KPIs
Digital Presence (Destination Website)	Establish an effective digital website presence to anchor / support all promotional tactics Design focus on the mobile experience Ensure strong CTA to packages Ensure good SEO Active Blogging	Build destinationfortfrances.ca website (fishrainylake.ca redirect to destination site). Mobile-friendly	Immediate – 45 day completion timing Website design firm	\$10,000 <i>Note: this is a 50% budget that establishes website basics, which will be enhanced with story / experiences content / visuals/ packaging in Year 2</i>	Fully functional website built within 45 days of project launch destinationfortfrances.ca Key Content: Product 1 and Product 2 summary/click-throughs on main page -Accom. Partners -Hospitality Bus. -Town Map -Initial Buyable Packages -Fishing -Signature Experiences -Analytics integration

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Project 5 – Social Media Presence

KRA	Strategies and Objectives	Specific Tactics	Timing/Who	Budget	KPIs
Social Media Presence	<p>Establish effective/active social media presence on key platforms</p> <p>Use social media as key advertising medium and to support overall content marketing</p>	Create Destination Fort Frances pages for: Facebook, Instagram	<p>May – creation of pages</p> <p>June to December – 1-2 posts per week</p>	\$1,500	<p>Facebook page established</p> <p>Instagram page established</p> <p>100 social media posts across three accounts.</p> <p>Baseline likes, follows, shares metrics established</p>

Digital Content Acquisition and Development

This activity is important in year one given summer season photo/video shooting for promotion in following year in addition to photo inclusion to enhance 2020 marketing foundations (website).

Video production is capable of acquiring 50% cost-share in return for inclusion in video output.

KRA	Strategies and Objectives	Specific Tactics	Timing/Who	Budget	KPIs
Content Acquisition and Development	Develop a digital library of community marketing assets related to the angling experience for destination website and social media channels	<p>Acquire image and video for tactical via RFQ</p> <p>Identify content writers to develop stories and articles that convey the two core Fort Frances product experiences for publishing on destination website/social media channels</p> <p>Create a content marketing calendar</p>	Immediate	<p>\$15,000</p> <p>Video (2 - each of Product 1 and 2) - \$7,000</p> <p>Photography - \$3,000</p> <p>Stories / blog / articles / social media content - \$5,000</p>	image, video and story content will be available for use in the tactical plan advertising

We have phase one approvals for an application to the Federal Government to leverage MAT funds in years 1 and 2 to a 25/75 local/federal split.

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www.FishingRainyLake.ca Promotion**Campaign AD Results to date:**

Impressions: 673,921

Clicks: 3,613

Clickthrough rate: .54%

We hired BigClic a digital engagement agency with specific expertise in Northern Ontario and the fishing marketplace. The ads targeted “near Northwest” – Thunder Bay to Dryden and Kenora as well as the City of Winnipeg and near-by rural markets. Specific targeting was used to connect with visitors to larger fishing and hunting retailers.

Big Clic tracked mobile device IDs of our video/ AD audiences if they visited the conversion zones – all hotels, motels, marinas, boat launches in Fort Frances:

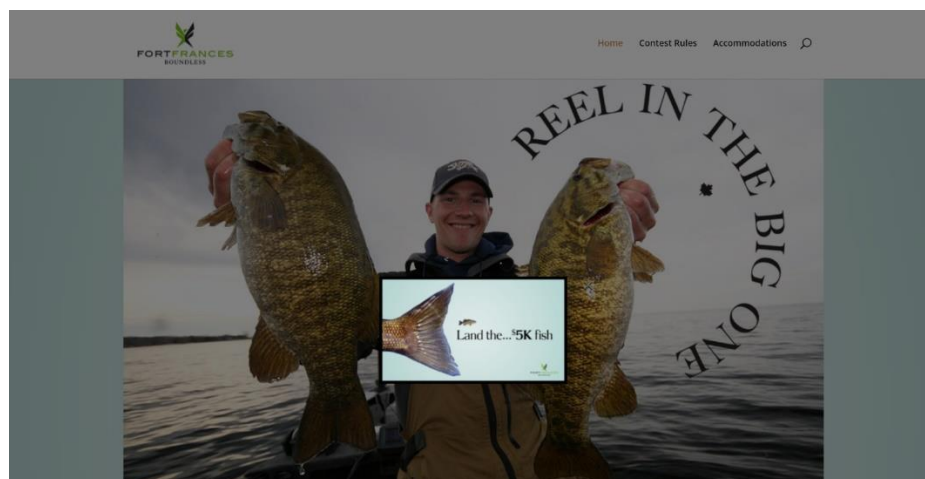
They have tracked 1,165 unique mobile device IDs in these locations to date – 875 of which are accommodation entries

Total referrals from campaign to date:

Site referrals – 20

Conversion zone entries – 875

895 accommodation referrals



Report to Fort Frances Council

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Rainy Lake Market

The Rainy Lake Market in 2020 was certainly unlike any other in previous years. The RRFDC worked with the Northwestern Health Unit to create a “safe opening” for the market.

Thankfully, due to our eager vendors and the support from locals it has been a phenomenally successful summer regardless. The year started off modestly with only three vendors and now we regularly boast 18 vendors, occasionally having to turn vendors away because of spacing requirements.

Our 2020 vendors range from children's lemonade stands to seasoned growers and talented artists. Conceivably, the relationships we have established with them will continue on into future years, increasing the scale and diversity of our market.

Apart from being able to buy homemade and locally grown goods the market has also provided great live entertainment.

The potential for future markets once restrictions have lifted appears even greater as vendors noted their volume of customers and product turnover has drastically increased this year. One fortunate vendor even managed to sell his entire seasons inventory in a single day.

For the remainder of the season we will continue to provide hand sanitizer to our customers upon entry, encourage masks, monitor proper social distancing, and observe the amount of visitors who enter the market.

Shared Space

The Rainy Lake Square also became a shared space for local restaurants to use during a mid stage of COVID recovery.

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Go Local

As COVID closed in the Spring of 2020, Go Local created a thank you card program to thank the frontline workers who kept essential services open and running. During this time Go Local also expanded marketing past the member base and assisted with maintaining information on openings and closings.



In August 2020, Go Local to encourage and promote mask use in a positive way in Fort Frances. Thirty gift cards were distributed among our Go Local stores to any customers spotted adhering to proper COVID-19 guidelines. In return they received a \$5 Go Local gift card in the hopes that it will motivate others to shop safely, as well as thanking Go Local customers who follow store procedures and keep our community safe.



Report to Fort Frances Council

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Project Petunia

Thank you for those that have sponsored Project Petunia in 2020. New baskets were purchased to replace the 15-year-old ones originally bought by the Chamber of Commerce. An Ad thanking all donors was put in the Fort Frances Times this Spring.

Canada Day

With no opportunity to host the traditional Canada Day celebrations the RRFDC undertook to Celebrate Canada day through a lawn sign campaign and a video message from residents and dignitaries linking and bringing us together on July 1.



Small and Medium Enterprise (SME) Support COVID

The RRFDC continues to support small and medium sized businesses in the District and a report of those activities is outlined in our annual report which can be found at www.rrfdc.on.ca. This support includes one on one counselling and a loans fund to help existing and start-up ventures.

Loans

The last quarter of 2019/2020 saw the Covid-19 pandemic arrive. The RRFDC responded immediately once it was known that the government would be locking down area businesses. The RRFDC initiated Covid-19 loans of up to \$20,000 with repayments and interest suspended.

In May FedNor supported the region with \$882,373 in Regional Relief and Recovery Funding (RRRF) for loans of up to \$40,000 interest free until December 31, 2022 with 25% forgiveness if repaid by that date.

The RRFDC has approved 49 loans related to the Covid-19 crisis, 23 at \$20,000 from our Investment Fund and 26 at \$40,000 from the RRRF. In total 88 loans are in progress. 53 of these loans were to Fort Frances business owners. 38 businesses are tourism related, 62 are women led, 5 indigenous and 19 youth.

Programs

During this period, the RRFDC also maintained (and maintains) a list of programs and services available to small and medium sized businesses to assist with COVID recovery.

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Branding/Digital Marketing

The RRFDC continued social media work to represent the Town of Fort Frances on Twitter, Facebook and Instagram. This was particularly important this Spring as we assisted in pushing out messages related to public safety measures.

Social and Digital Media Training

As we work internally to improve the digital and social footprint of our community, we have provided a number of training sessions for local small businesses to gain skills and develop their marketing on various social platforms.

Industrial Lot Sales

The RRFDC continues to work with administration assisting with lot sales. We had little activity on lots in the last two quarters and remind those interested in growing a business in Fort Frances that we have a limited amount of properties available to develop.

We did have a surprising number of inquiries for other industrial and commercial properties a number of which transferred for future development.

Agriculture

Land Clearing and Tile Drainage Projects

The RRFDC has facilitated the following tile drainage and land clearing projects with area producers and the NOHFC. These projects represent significant financial investments by the producers and the NOHFC.

- Land Clearing #1 - \$1,800,000 (100% Complete)
- Land Clearing #2 - \$1,700,000 (Ongoing)
- Tile Drainage #1 - \$1,971,300 (Completed)
- Tile Drainage #2 - \$1,971,310 (Completed)
- Tile Drainage #3 - \$1,971,880 (Completed)
- Tile Drainage #4 - \$1,962,000 (Complete)
- Tile Drainage #5 - \$1,962,000 (Approved)
- Tile Drainage #6 - \$1,962,000 (Approved)
- Tile Drainage #7 – In the application process

Land Clearing

The land clearing projects are a direct benefit to the District as all producer and NOHFC investment dollars will go to local contractors who undertake the land clearing. These contractors hire employees, maintain and purchase much of their equipment locally.

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Tile Drainage

Once all the tile projects have been completed the District will have approximately 11,618 acres of tiled cropland. The projects have significantly diversified the area's agricultural economy through the growing of canola, soybeans, wheat, and oats which has dramatically increased the economic benefits of the sector to Fort Frances and the District.

- Total investment in tiling:
- $11,618 \times \$1,300/\text{acre cost Average} = \$15,103,400$
- NOHFC Investment $11,618 \times \$500/\text{acre} = \$5,908,000$
- **Producer** investment = \$9,195,400
- Plus additional **producer** investments in buildings, storage bins, machinery and employees. (Estimated Investment of \$5,000,000)



**RAINY RIVER FUTURE
DEVELOPMENT CORPORATION**
A Community Futures Development Corporation



31-Mar-20

Invoice #

004-03-2020

INVOICE

To: Town of Fort Frances
Attn: Doug Brown

From: Rainy River Future Development Corporation

For: Fort Frances Economic Development
For the period of January 1, 2020 to March 31, 2020

Amount: \$32,679.80

Description:

Forest Industry Re-Positioning	\$22,638.66
Innovation & Diversification	\$39,098.54
Tourism Product Development	\$5,175.60
Existing SME Support	\$7,060.54
Agriculture Innovation	\$22,777.21
Enhanced Services Economic Development	\$14,633.79
Economic Development Intern	\$9,523.04

Total Expenses \$120,907.38

Less Grants and Contributions Jan/20 to Mar/20 -\$88,227.58

AMOUNT DUE \$32,679.80

Any questions, please give us a call.
Thank you!

Due Upon Receipt





Treasury Report 2020/52

TO: Mayor Caul & Members of Council
FROM: Dawn Galusha, Treasurer
DATE: August 31, 2020
SUBJECT: 357/358 Applications for Tax Adjustment
 Re: 400 Eighth St E (2020) Roll# 5912-020-006-00800-0000

BACKGROUND

Attached is the 357/358 Application for reconsideration of assessment and adjustment of taxes for January 19, 2020 to December 31, 2020 for 400 Eighth Street East. This results from two greenhouses collapsing from excessive snow load.

The Municipality may object to the application for the above referenced properties filed under Section 39.1 of the *Assessment Act*. In accordance with Section 357 (5) of the *Municipal Act* on or before September 30 of the year following the year in respect of which the application was made, Council shall hold a meeting at which the applicants may make presentation to council.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council approve the adjustment of taxes for January 19, 2020 to December 31, 2020 under Section 357/358 of the *Municipal Act* for property located at 400 Eighth Street East resulting from two greenhouses collapsing from excessive snow load.

Council Approval of this Report will agree to the recommendation of the Administration & Finance Executive Committee to process the adjustment for 2020 taxes for the period January 19 to December 31, 2020 under Section 357/358 of the Municipal Act for property located at 400 Eighth Street East resulting from two greenhouses collapsing from excessive snow load.

# Days	Year Affected	Roll #	Assessment Change	Municipal		School Rate	Municipal Amount		English Public	English Separate	French Public	French Separate	No Sup School	BIA	TOTAL
				Rate	RTC/RTQ		Rate	Amount							
348	2020	2.6.00800	-45,000	FTEP	0.00437592	0.00038250	-187.23	-16.37							-203.60

SECTION ☒ 357 / ☐ 358 / ☐ 359 APPLICATION
TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Application/Appeal #
Taxation Year: 2020

Municipality: Town of Fort Frances Roll Number: 59 - 12 - 020 - 006 - 008 - 00
 Property Address: 400 Eighth St E Applicant Name: Arthur Hammond
 Owner Name: Arthur & Nimoa Hammond Contact Number: 807-274-5639
 Mailing Address: PO Box 727 Alternative Number: _____
Fort Frances ON P9A 3N1 Email Address: hammond.greenhouses.office@gmail.com

Reason for s357 application: (Check one box - applicable to s357 only)

- ☐ Ceases to be liable for tax at rate it was taxed - 357(1)(a) ☐ Became vacant or excess land - 357(1)(b)
☐ Became exempt - 357(1)(c) ☐ Sickness or extreme poverty - 357(1)(d.1)
☐ Razed by fire, demolition or otherwise - 357(1)(d)(i) ☐ Mobile unit removed - 357(1)(e)
☒ Damaged and substantially unusable - 357(1)(d)(ii) ☐ Gross or manifest clerical/factual error - 357(1)(f)
☐ Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)

Details of Reason for s357, s358 or s359 application: 2 greenhouses collapsed - 28' X 96' each = 5,376' total

Effective from: 01 / 19 / 20 to 12 / 31 / 20 Applicant Signature: [Signature] Date: 12/15/20
 (MM/DD/YY) (MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY				TREASURER'S RECOMMENDATION TO COUNCIL				
Assessment Roll As Returned		Revised Since Roll Return <input type="checkbox"/>		Assessment Report		School Bd: <input type="checkbox"/> Eng <input type="checkbox"/> Fr <input type="checkbox"/> Other		
		Enter Revisions Below		<input type="checkbox"/> No Change in Assessment		<input type="checkbox"/> S357 Required for Next Year		
RTC/RTQ	2005 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2005 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
CT			3,400					
FTEP			04,200					
RTEP			226,400					
Revised:				Reason for Change:				
Reason Original Assessment Revised:								

TREASURER'S REPORT ON TAX LIABILITY

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy

Recommended: ☐ No Adjustment ☐ Adjustment ☐ Cancellation ☐ Refund Total Amount _____

Comments: _____

Treasury Position: _____ Signature: _____ Date: ____ / ____ / ____

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION: Hearing Date (MM/DD/YY): ____ / ____ / ____

☐ Approved ☐ Amended & Approved ☐ Not Approved ☐ Applicant Did Not Appear ☐ Application Abandoned

Reason: _____

Appeared for Applicant: _____ Appeared for Municipality: _____

Signature of Council/ARB Member: _____ Name/Title: _____

Application made under Sec 357/358/359 of the Municipal Act, 2001

MPAC's RESPONSE

Owner name(s) HAMMOND, ARTHUR EDWIN
 HAMMOND, NIOMA LOUISE
 Roll number 5912-020-006-00800-0000
 Property location 400 EIGHTH ST E
 Property description PT SE1/4 SEC 28 RP 48R2439 PARTS 1 TO 3 PCL 8443 AND RP 48R4046 PART 1 PCL 24838
 Municipality/Local taxing authority FORT FRANCES TOWN
 Application number
 Application reason Damaged and Substantially Unusable
 Received date June 15, 2020
 Claim relief period From: January 19, 2020 - To: December 31, 2020
 Taxation year 2020

Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR COM C T	2,761	2,800	2,771	2,781	2,790	2,800
OWNR FL F T	72,450	82,800	75,038	77,625	80,213	82,800
OWNR FRU R T	122,573	226,400	148,530	174,487	200,443	226,400
Total	197,784	312,000	226,339	254,893	283,446	312,000

Change to the Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR COM C T	2,761	2,800	2,771	2,781	2,790	2,800
OWNR FL F T	33,075	37,800	34,256	35,438	36,619	37,800
OWNR FRU R T	122,573	226,400	148,530	174,487	200,443	226,400
Total	158,409	267,000	185,557	212,706	239,852	267,000

MPAC Remarks

2020 tax year values revised prior to tax application processing via Post Roll Amended Notice issued to reflect corrections made via MOS on 2017-2019 tax year PACN. Main Greenhouse area reduced by loss of 2 of 3 units collapsed in January 2020 from excessive snow load.

Batch: H07312020HAMMO

Account Number	Account Description	Amount
1 01-0000-0040-10241	Taxes Receivable- Current	-\$203.60
1 10-0150-0121-50014	Farmland Tax	\$187.23
10-010-0151-0121-50014	Farmland Tax	\$16.37
Report Total:		\$0.00
*** E N D O F R E P O R T ***		

NOTICE OF PUBLIC MEETING

Application to Remove Holding Provision

TAKE NOTICE that Council will hold a Public Meeting on Monday September 14, 2020 for the purposes of providing information to the public on an application to remove the holding provision 'H' received from **Ryan Lundy (Authorized Agent)**.

An application has been submitted to remove the holding provision 'H' (File B3-2020) from **Ryan Lundy (Authorized Agent)** for a property on the south side of Eighth Street East bound by Mill Road to the east, Williams Avenue to the west and the CN Railway to the south. A key map of the subject land is located below.

The Town of Fort Frances will hold a public meeting to provide interested parties the opportunity to make comments, identify issues, and provide additional information relative to the proposed amendment. Any person may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposal. The public meeting will be held:

Meeting Date: Monday September 14, 2020

Meeting Time: 5:30 p.m. or as soon thereafter as can be accommodated

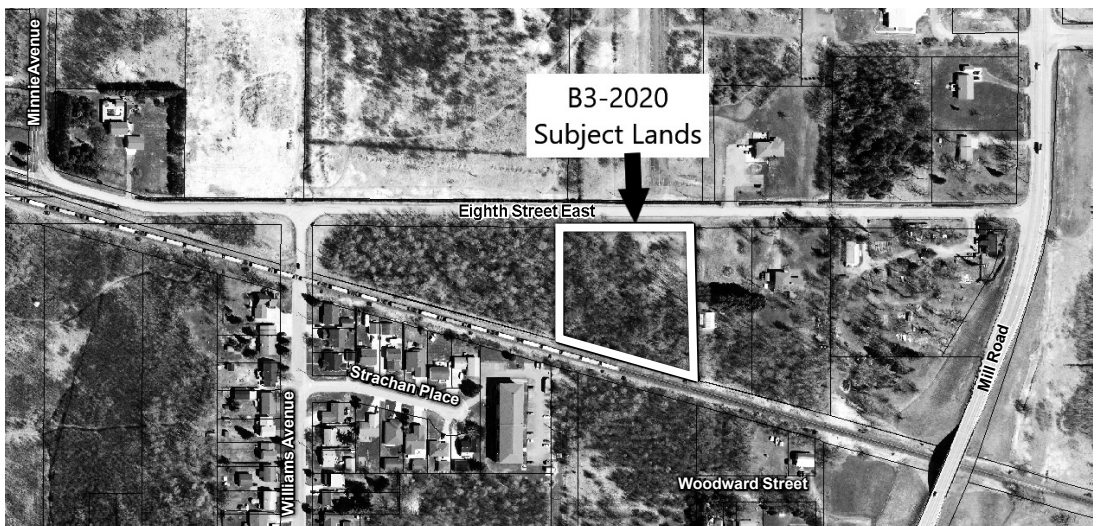
Due to gathering restrictions in place surrounding the COVID-19 pandemic this public meeting will be held via teleconference. A digital link will be available at the top of the Committee of The Whole meeting agenda for September 14, 2020. Participants wishing to join via telephone can do so by calling 1-807-701-5975 and entering Conference ID 582 261 596#.

Individuals making an oral submission at the Public Meeting are requested to submit a written outline to the Town Clerk.

If you wish to be notified of subsequent meetings or the adoption of the proposed removal of the holding provision, or of the refusal of a request to amend the Zoning By-law, you must make a written request to the Clerk's Office, 320 Portage Avenue, Fort Frances, ON P9A 3P9.

Additional information relating to the proposal is available through various sources between 8:00 a.m. and 4:00 p.m. by contacting the Municipal Planners Office at 807-274-5323 ext. 1216 or by email at cvangel@fortfrances.ca.

KEY MAP



Appeals:

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Town of Fort Frances before the by-law is passed the person or public body is not entitled to appeal the decision of the Town of Fort Frances Council to the Local Planning Appeal Tribunal (LPAT).

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Town of Fort Frances before the by-law is passed the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal (LPAT) unless, in the opinion of the Board, there are reasonable grounds to do so.

Date of Notice: August 27, 2020

Cody Vangel, CBO/Municipal Planner
 Town of Fort Frances
 320 Portage Avenue
 Fort Frances, ON P9A 3P9

Administration & Finance Division
Planning & Development Division
Phone: 807-274-5323
Fax: 807-274-8479

Mailing Address for All Divisions:
Civic Centre
320 Portage Avenue
Fort Frances, ON
P9A 3P9



Operations & Facilities Division
Phone: 807-274-9893
Fax: 807-274-7360

Community Services Division
Phone 807-274-4561
Fax: 807-274-3799

email: town@fortfrances.com
www.fort-frances.com

August 12, 2020

Mr. Doug Brown, CAO
Town of Fort Frances

Dear ~~Mr. Brown~~: *Doug*

I wish to confirm my intention over the past year that I will be retiring from my position as Deputy Clerk with the Town of Fort Frances effective December 31, 2020.

I have many fond memories over the past 21 years in my tenure at the Town of Fort Frances, including my role as Deputy Clerk and various other duties. I wish Mayor Caul and Council as well as yourself, Lisa and Town administration the very best going forward.

I am happy to assist with any short-term coverage for the Clerk and incoming Deputy Clerk as well as Human Resources Manager, should the need arise.

I now look forward to devoting time to my family, friends and outside interests.

Sincerely,

Kathryn M. Lawson, Deputy Clerk

/kl

c.c. Jordan Forbes, HR Manager
Elizabeth Slomke, Clerk

Cindy Mason
608 Church Street
Fort Frances, ON P9A 1E6

Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9
Attention: Secretary, Committee of Adjustment

Dear Cody,

Please accept this letter of resignation as a member of the Committee of Adjustment.
I have enjoyed serving on the committee but after many years I feel it's time for me to vacate
the position allowing for others to serve. Thank you for the opportunity to sit on the committee
which was always informative and educational.

Regards,

Cindy Mason



August 10, 2020.

Dear Mayor Caul and Councillors,

I have lived here for 36 years and have always wanted Fort Frances to have a better pool. Two of my children were on the swim teams here and each time I went into the pool area I felt it was very dreary without natural light.

This is my wish list and what I would like to see in a new pool complex: two medium sized pools side by side, one would be warmer, with kid's water toys, a lazy river and a water slide. The other pool would be cooler for swimming and exercise. Two pools would allow many activities to take place.

There would be a large hot tub where people could congregate and visit. Imagine doing this on a cold winter day! Other places have these. Why can't we?

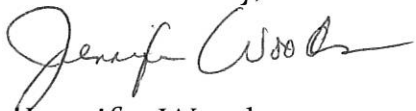
There would be saunas, a climbing wall, an exercise and a weight room in another section with change rooms totally assessable to all. You may have other ideas to add! The community of Sechelt BC, a similar size to our town, built an aquatic centre like this. Feel free to check it out online to see the actual model.

I can see that our communities absolutely love the water in the summer and are starved for it during the winter. I believe it would benefit all ages to have a bright pool with plants, art/murals and large windows letting the southern sunshine in. Imagine how it would help us with our physical and mental health! People of all ages would be drawn to this great new and improved pool complex.

I am sure there are also lots of grants and other monies out there that would support such an endeavour, just like they supported our amazing library!

If we are going to dream, then dream big!! And let's make it a reality!!

Most sincerely,


Jennifer Woods

274-7523



Box 647, Kenora, ON P9N 3X6 ☎ 800-665-7567 ☎ 807-468-5853 ✉
 gerry@visitsunsetcountry.com

August 17, 2020

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

Dear Mayor Caul & Council:

Re: Annual Per Capita Marketing Contribution – Sunset Country Travel Association

With COVID-19 still looming, Sunset Country Travel Association has launched its annual membership drive and we are hopeful local municipalities and townships will support tourism marketing of the region in 2020/21. We acknowledge the significant downward pressure all municipalities have faced because of the pandemic so we have cut our rates across the board by 20% this year. This means our request for 2020-21 is 22 cents per capita (last year it was 27.5 cents). As a non-profit organization it is the best we can do in these challenging times.

I want to highlight the many things the regional Travel Association does to bring tourists to Sunset Country each year. Many of these tourists visit your community, spend tourism dollars there and create viable employment for your residents which lead to many direct, indirect, and induced benefits to your community. These include:

- Ongoing management of visitsunsetcountry.com – an immense regional tourism website with tools that allow us to better promote the communities in the region.
- We have also done extensive work identifying “points of interest” in each community including local attractions such as museums, beaches, parks, and other community assets.
- Launching a dynamic “Events Manager” on visitsunsetcountry.com to better promote community events and festivals.
- Managing 10 separate social media pages on Facebook, Twitter, Instagram, and YouTube – with a combined following of over 300,000.

Our per capita request to Council is a show of support by your municipality for the regional tourism marketing that we undertake. Over the last two years extensive improvements have been made in our marketing activities. We feature information on your community that is included in the new website and in our regional travel guide/map.

Enclosed is a copy of our 2020 Travel Guide we produced. This is one example of what we do but there are many more. Through your contribution, your community is supporting a marketing plan that averages a travel inquiry received from real people, every 3 hours, each day, 365 days a year.

Respectfully yours,

Gerry Cariou
 Executive Director

2020/2021 Sunset Country Membership & Advertising Remittance Form

Please fill out and return with Member Portfolio and payment.

Options	Details	Last Year Rate	This Year Rate	Annual Fee (Select all that apply)
Membership with Sunset Country - For more info see pages 3-5 in the Sunset Country 101				
ACCOMMODATION				
<input type="checkbox"/> Platinum	For lodges, resorts, outposts and houseboat operators.	\$2225.00	\$1780.00	\$
<input type="checkbox"/> Gold	For lodges, resorts, outposts and houseboat operators.	\$799.00	\$639.00	\$
<input type="checkbox"/> Standard	For hotels, motels, B&Bs, campgrounds and canoe outfitters.	\$395.00	\$316.00	\$
<input type="checkbox"/> Additional Accommodation	If you own more than one lodge, each additional business is 50% off Gold fee.	\$399.00	\$319.50	\$
RETAIL/SERVICE BUSINESSES				
<input type="checkbox"/> Retail/Service	For retailers, marinas, restaurants, grocery stores, guide service etc.	\$275.00	\$220.00	\$
<input type="checkbox"/> Allied	For businesses wanting to market to local and regional businesses.	\$899.00	\$719.00	\$
<input type="checkbox"/> Additional Retail/Service	If you own an additional business, the second one is 50% off.	\$137.50	\$110.00	\$
OTHER				
<input type="checkbox"/> Local Tourist Organization	For organizations whose primary function is tourism promotion.	\$650.00	\$520.00	\$
<input type="checkbox"/> Municipality		275¢ PC	22¢ PC	\$
Print Ads in the Sunset Country Travel Guide - For more info see page 6 in the Sunset Country 101				
<input type="checkbox"/> 1/16 Page Colour Ad	3.625"w x 1.125"h	\$308.55	\$247.00	\$
<input type="checkbox"/> 1/8 Page Colour Ad	3.625"w x 2.375"h	\$598.95	\$479.00	\$
<input type="checkbox"/> 1/4 Page Colour Ad	3.625"w x 4.875"h	\$1,143.45	\$915.00	\$
<input type="checkbox"/> 1/2 Page Colour Ad	7.5"w x 4.875"h	\$1,990.45	\$1592.00	\$
<input type="checkbox"/> Full Page Colour Ad	8.125"w x 10.75"h + bleed	\$3,835.70	\$3,069.00	\$
<input type="checkbox"/> Inside Front/Back Cover	8.125"w x 10.75"h + bleed. Last year's advertisers have first right of refusal.	\$4,531.45	\$3,625.00	\$
eNewsletter Ads - For more info see page 7 in the Sunset Country 101				
<input type="checkbox"/> Consumer eNewsletter Full Ad	Digital ad in email newsletter emailed to tourists interested in Sunset Country.	\$349.00	\$279.00	\$
<input type="checkbox"/> Consumer eNewsletter Half Ad	Digital ad in email newsletter emailed to tourists. Half the size of the Full ad.	\$199.00	\$159.00	\$
<input type="checkbox"/> Industry eNewsletter	One-time placement. Marketed to local and regional businesses.	\$149.00	\$119.00	\$
<input type="checkbox"/> Industry eNewsletter	Three placements in separate emails. Marketed to local and regional businesses.	\$349.00	\$279.00	\$
Internet Banner Ads - For more info see page 7 in the Sunset Country 101				
<input type="checkbox"/> Banner Ad	To be shown for one year starting the day the ad is live.	\$749.00	\$599.00	\$
Social Media - For more info see page 7 in the Sunset Country 101				
<input type="checkbox"/> Social Media Package	Available any time of the year.	\$999.00	\$799.00	\$



Ontario's Sunset Country Travel Assoc.

PO Box 647, Kenora, ON P9N 3X6

Phone: 800-665-7567 or 807-468-5853

Fax: 807-468-5484

Web: visitsunsetcountry.com • Email: info@visitsunsetcountry.com

Don't forget
the HST.

Subtotal

Plus HST 13%

Equals Total Payment

SUNSET COUNTRY

101

Special 2020 Rates

Membership Benefits




2020/2021 Membership Package

visitsunsetcountry.com • info@visitsunsetcountry.com

1-800-665-7567 • 807-468-5853

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 [SunsetCountryEvents](#)
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 [sunsetcountry](#)
 [SunsetCountryOntario](#)

Join our fishing group on Facebook: **Fishing Northwest Ontario's Sunset Country** or our group for lady anglers: **Connecting Women Anglers in Ontario's Sunset Country**

Top 10 Benefits of Joining Sunset Country

1. **Traffic to your website.** Visitsunsetcountry.com is the #1 source for tourists looking online for information about coming to the area - and you're linked to it!
2. **Qualified sales leads.** Access to thousands of qualified sales leads for your accommodation business.
3. **Business listing** in the #1 requested travel guide for Northwestern Ontario.
4. **Strength in numbers.** Competing regions are trying to draw tourists to their area and away from ours. Your membership revenues go directly into marketing the area. Sunset Country competes on everyone's behalf at a national and international level, favourably positioning this region against many others in a busy travel marketplace.
5. **Reach more people on social media.** Your business can extend its marketing reach through sharing content on our popular social media platforms such as Facebook, Instagram and Twitter.
6. **Reach more people at sport shows, even if you aren't there.** We will distribute your brochure at consumer sports shows.
7. **FAM Tours.** Members can benefit from the travel media we bring to the area by hosting them while they are here.
8. **Opportunity to advertise in the Sunset Country Guide.** Fact: 68% of visitors use the travel guide to choose their accommodations in Sunset Country!
9. **Opportunity to advertise in our Consumer e-Newsletter** which is emailed 1-2 times a month to over 3,600 subscribers.
10. **Plain and simple, to increase your revenue!**

**20% off
membership
and ads for
this year**

By the Numbers: The Sunset Country Travel Guide and Map

The well-rounded, 80 page annual travel guide includes community maps as well as a large, poster-sized map showing outfitter facility locations across the region. The guide is your opportunity to put your best foot forward when trying to draw anglers, hunters and other tourists visiting the region. It's a great investment and these numbers provide the evidence why:

- ★ 22,000 Sunset Country Travel Guides distributed last year (not including digital downloads)
- ★ 50% of the people who received our travel guide booked a trip
- ★ 85% of people said the pull-out map was the most useful feature of the brochure
- ★ 77% of people who received the guide stated the accommodation listings were **very** useful
- ★ 30% of people who received the guide asked for a direct member follow-up
- ★ The top 3 states we send the travel guide to, in order of most requested, Wisconsin, Minnesota, and Illinois



By the Numbers: visitsunsetcountry.com

Sunset Country is a leader in digital marketing in Northwest Ontario through our website, **visitsunsetcountry.com** and our social media channels. Our website is continually evolving and is showing year-over-year traffic and referrals increases. Here are some of the numbers:

- ★ 100,808 referrals from **visitsunsetcountry.com** and 14,841 referrals from **northernontario.travel/sunset-country** to our member websites in 2019
- ★ 665,870 user sessions on **visitsunsetcountry.com** and **northernontario.travel/sunset-country** in 2019
- ★ 45% of people who visit the website click through to a member's website
- ★ 59% of visitors to **visitsunsetcountry.com** live in the USA
- ★ 65% of visitors find **visitsunsetcountry.com** through an organic search

Being a member of Sunset Country Tourism has been one of the best decisions we have made for our business. The team of people they have working for us in the tourism industry have our best interests in mind and work hard to make sure we are promoted to potential guests. We always choose the Platinum Package because it provides us the best value for our advertising dollar.

We also believe Sunset Country Travel Association is aware of the latest marketing trends and adapts to those trends to best market Northwest Ontario as a premier travel destination.

Steve, Christine and Jeremiah Swafford, Manotak Lodge

2020/2021 Membership Options



Since 1974, Ontario's Sunset Country Travel Association has been promoting tourism in Northwestern Ontario. Our strength lies in our numbers, specifically the number of members we have allows us to implement marketing campaigns that are much larger and more effective than operators can do on their own. Working together, we have been able to position Sunset Country as one of North America's most exciting outdoor vacation destinations and the most-visited destination in Canada by U.S.-based freshwater anglers.

2020/2021 Membership Options

Ontario's Sunset Country offers several membership packages to choose from. We have membership packages for:

- **Accommodations:** Platinum, Gold or Standard
- **Retailers/Services and Suppliers:** Standard or Allied
- **Local Tourism Organization (LTOs)**
- **Municipalities**

We also offer a range of pricing options within some of these categories based on what's included in the package. In addition to memberships, Sunset Country has several advertising options that our members can take advantage of, including:

- ✓ **Annual Sunset Country Travel Guide & Map**
- ✓ **Digital Advertising** (banners, e-newsletter ads)
- ✓ **Social Media Packages** (content marketing mixed with social media support)

Behind all these options is a coordinated and well-funded marketing campaign to ensure consumers see your ad. Further, Sunset Country has the largest social media presence in tourism than any other organization in Northern Ontario. Your membership not only contributes to promoting the region of Ontario your business is located in, it leads to direct revenues for your business from the tourists we attract to the area and through online referrals.

Covid Rate:
Save 20% on
rates for
2020/2021

ACCOMMODATION MEMBER PACKAGES:

Platinum Package

This package is available to **lodges, resorts, outposts** and **houseboat operators** and is by far, *the best value for your money*. The platinum package includes:

- ◆ **One, ¼ page full-colour ad (\$915.00 value) in the 2021 Sunset Country Travel Guide***
- ◆ **One digital banner ad on visitsunsetcountry.com**
- ◆ **Listed as a feature lodge in one Consumer eNewsletter per year**
- ◆ **Platinum member listings on visitsunsetcountry.com are shown first before Gold and Standard members**
- ◆ **Platinum website profile on visitsunsetcountry.com (10 photos, location map, description, video, links and contact info)**
- ◆ **Access to consumer inquiries through the Sunset Country Lead Management System**
- ◆ **Business listing in the 2021 Sunset Country Travel Guide (photo, 30-word description and contact info)**
- ◆ **Location(s) dotted on the 2021 Sunset Country pull-out map and listing on the back of the map**
- ◆ **Your business brochures distributed by Sunset Country at sports shows**
- ◆ **Sharing of your photos and posts on our social media pages such as Facebook, Instagram, Twitter and Pinterest**
- ◆ **Mention of your business in blog posts on visitsunsetcountry.com and northernontario.travel (if applicable) with links to your website or Facebook pages.**

**\$2,640
value
for only
\$1,780**

2020/2021 Platinum Package Fee: ~~\$2,225.00~~ \$1,780.00 + HST

* You have the option to increase the size of your print ad in the travel guide at an additional cost

Save 20% this year



2020/2021 Membership Options

ACCOMMODATION MEMBER PACKAGES:

Gold Package

This package is also designed for **lodges, resorts, outposts, and houseboat operators**. The gold package includes:

- ◆ Gold member listings on visitsunsetcountry.com are shown first before Standard members
- ◆ Basic website profile on visitsunsetcountry.com (photo, location map, description, links and contact info)
- ◆ Access to consumer inquiries through the Sunset Country Lead Management System
- ◆ Business listing in the 2021 Sunset Country Travel Guide (photo, 30-word description and contact info)
- ◆ Location(s) dotted on the 2021 Sunset Country pull-out map and listing on the back of the map
- ◆ Your business brochures distributed by Sunset Country at sports shows
- ◆ Sharing of your photos and posts on our social media pages such as Facebook, Instagram, Twitter and Pinterest
- ◆ Mention of your business in blog posts on visitsunsetcountry.com and northernontario.travel (if applicable) with links to your website or Facebook pages.

Gold level members have the option to purchase print, digital or social media ads/packages in addition to the membership.

2020/2021 Gold Package Fee: ~~\$799.00~~ \$639.00 + HST

Standard Package*

This package is specifically designed for **hotels/motels, B&Bs, canoe outfitters, and stand-alone campgrounds** (no cabins). The standard package includes:

- ◆ Basic website profile on visitsunsetcountry.com (photo, location map, description, links and contact info)
- ◆ Business listing in the 2021 Sunset Country Travel Guide (photo, 30-word description and contact info)
- ◆ Location(s) dotted on the 2021 Sunset Country pull-out map and listing on the back of the map
- ◆ Your business brochures distributed by Sunset Country at sports shows
- ◆ Sharing of your photos and posts on our social media pages such as Facebook, Instagram, Twitter and Pinterest
- ◆ Mention of your business in blog posts on visitsunsetcountry.com and northernontario.travel (if applicable) with links to your website or Facebook pages.

Standard level members have the option to purchase print, digital or social media ads/packages in addition to the membership.

* If you have a lodge with a campground adjacent to the lodge, you **DO NOT** need to buy a second membership as it is included in your Platinum or Gold membership. There are no consumer inquiries included in the Standard package. If you would like the inquiries, you must purchase Gold or Platinum. **If you are a lodge, outpost or houseboat operator, you must buy the Platinum or Gold Level.**

2020/2021 Standard Package Fee: ~~\$395.00~~ \$316.00 + HST

RETAILERS, SERVICES & SUPPLIERS PACKAGES:

Standard Retail/Service Business Package

This package is designed to be both affordable and effective for **retail and service businesses** in Northwest Ontario. The package includes:

- ◆ Basic website profile on visitsunsetcountry.com (photo, location map, description, links and contact info)
- ◆ Business listing in the 2021 Sunset Country Travel Guide (photo, 30-word description and contact info)
- ◆ Location dot on the town/city map in the travel guide and listing on the back of the pull-out map
- ◆ Social media sharing on our Shop Sunset Country Facebook page and on Instagram, Pinterest and Twitter
- ◆ Your business brochures distributed by Sunset Country at sports shows
- ◆ Option to list tourism events related to your business on our Events Calendar on visitsunsetcountry.com
- ◆ Mention of your business in blog posts on visitsunsetcountry.com and northernontario.travel (if applicable) with links to your website or Facebook pages.

2020/2021 Gold Package Fee: ~~\$275.00~~ \$220.00 + HST



2020/2021 Membership Options



Allied Supplier Package

Are lodges and resorts a major customer for your business? If the answer is yes, then the Allied Supplier membership package has been designed specifically to help you reach our members. The package includes:

- ◆ 4 ads in our Industry newsletters sent to the members (1 print, 3 digital)
- ◆ Basic website profile on visitsunsetcountry.com (photo, location map, description, links and contact info)
- ◆ Business listing(s) in the 2021 Sunset Country Travel Guide (photo, 30-word description and contact info)
- ◆ Location dot(s) on the town/city map in the travel guide and listing on the back of the pull-out map
- ◆ Social media sharing on our Shop Sunset Country Facebook page and on Instagram, Pinterest and Twitter
- ◆ Brochure or flyer distribution directly to our member outfitters in attendance at the sport shows
- ◆ Option to list tourism events related to your business on our Events Calendar on visitsunsetcountry.com

2020/2021 Allied Supplier Package Fee: ~~\$899.00~~ \$719.00 + HST

LOCAL TOURIST ORGANIZATIONS AND MUNICIPALITIES

Local Tourist Organization Package

Sunset Country has long partnered with local tourism offices and organizations to promote the region. As a LTO member, you benefit from your membership in many ways. The LTO membership package includes:

- ◆ Subject to Government funding approval, a summer student through Sunset Country for your information centre
- ◆ Organization listing in the 2021 Sunset Country Travel Guide (photo, 30-word description and contact info)
- ◆ Location dot(s) on the town/city map in the travel guide and listing on the back of the pull-out map
- ◆ Basic website profile on visitsunsetcountry.com (photo, location map, description, links and contact info)
- ◆ Access to consumer inquiries through the Sunset Country Lead Management System
- ◆ Sharing of your photos and posts on our social media pages such as Facebook, Instagram, Twitter and Pinterest
- ◆ Your organization's brochure distributed by Sunset Country at sports shows
- ◆ Option to list tourism events related to your business on our Events Calendar on visitsunsetcountry.com
- ◆ Mention of your business in blog posts on visitsunsetcountry.com and northernontario.travel (if applicable) with links to your website or Facebook pages.

2020/2021 Local Tourist Organization Package Fee: ~~\$650.00~~ \$520.00 + HST

Municipality Package

Sunset Country takes pride in partnering with local communities to promote the region. As a municipality, you benefit from your membership in many ways. The Municipality membership package includes:

- ◆ Your community featured on several of our web pages with direct links to your municipality
- ◆ Municipality listing in the 2021 Sunset Country Travel Guide (photo, 30-word description and contact info)
- ◆ Location dot(s) on the town/city map in the travel guide and listing on the back of the pull-out map
- ◆ Opportunity to advertise in the Travel Guide
- ◆ Basic website profile on visitsunsetcountry.com (photo, location map, description, links and contact info)
- ◆ Sharing of your photos and posts on our social media pages such as Facebook, Instagram, Twitter and Pinterest
- ◆ Your municipality's brochure distributed by Sunset Country at sports shows
- ◆ Option to list tourism events related to your business on our Events Calendar on visitsunsetcountry.com

2020/2021 Municipality Fee: ~~\$0.275~~ \$0.22 per capita + HST

Advertising in the 2021 Travel Guide

Why Purchase an Ad?

The travel guide is our main fulfillment piece. Anyone who contacts the office, fills out an online form, or visits our sport show booth receives a travel guide and map. Currently, only about 30% of the people that order the guide want to receive direct responses from our members. **Stand out to these potential customers with a print ad to reach the other 70%.** You must be a member to advertise in the guide.

Ad Size	Ad Dimensions	Last Year Rate	This Year Rate
1/16 Page	3.625"w x 1.125"h	\$308.55 + HST	\$247.00 + HST
1/8 Page	3.625"w x 2.375"h	\$598.95 + HST	\$479.00 + HST
1/4 Page*	3.625"w x 4.875"h	\$1,143.45 + HST	\$915.00 + HST
1/2 Page	7.5"w x 4.875"h	\$1,990.45 + HST	\$1592.00 + HST
Full Page	8.125"w x 10.75"h + bleed	\$3,835.70 + HST	\$3,069.00 + HST
Inside Fr/Bk Cover	8.125"w x 10.75"h + bleed	\$4,531.45 + HST	\$3,625.00 + HST

* A 1/4 page print ad is included in the Platinum Package.

Designs costs are included in the ad price.

Ad material due is **September 30, 2020**. Please email artwork to erin@visitsunsetcountry.com.

If submitting a finished ad: Files must be CMYK, 300dpi and 100% print size. Fonts must be embedded or converted to paths.



Sample 1/4 page ad,

Ad Sizes

Full Page Ad 8.375"w x 11"h (Including 1/8" bleed per side)	1/2 Page Ad 7.5"w x 4.875"h	1/4 Page Ad 3.625"w x 4.875"h	1/8 Page Ad 3.625"w x 2.375"h (Approx. Business Card Size)	1/16 Page Ad 3.625"w x 1.125"h
--	---------------------------------------	---	---	--



What an incredible opportunity to be a part of this terrific "marketing machine". Regardless of the membership type you choose, what a tremendous value for you when it comes to marketing Northwestern Ontario and our camps and lodges - from lobbying for marketing dollars, securing programming opportunities, producing and distributing print materials, website presence and Internet advertising. Sunset Country does it all and their presence in the resource-based tourism

market is felt in the world-wide market place. Whether it be the travel guide or Internet presence, it takes very little effort on your part to provide an ad with some script and they do the rest!

*Jackie and Jody
Anderson's Lodge
Sioux Lookout, Ontario*

Digital Marketing Opportunities



eNewsletter Ads

Consumer eNewsletter


Consumer eNewsletters are emailed to vacationers who have signed up to receive our eNewsletter. To advertise in the Consumer eNewsletter (Emailed to tourists), you must be a Sunset Country member. There are two options:

Full - Which is larger and is higher up in the newsletter

Half - Half the size of a full ad and placed further down in the eNewsletter

Only 1 Hour North of the Border!

Gateway North Outfitters offers Canadian fly-in fishing trips to 9 remote outpost cabins where you are the only cabin on the lake! Walleye, pike, smallmouth, muskie and lake trout!



[Read More](#)

Full Ad:
\$349 \$279 + HST

Half Ad:
\$199 \$159 + HST

Ads are limited to 3 advertisements per issue. First come first serve.

Sample consumer eNewsletter ad.
Not to scale.

Industry eNewsletter

Industry eNewsletters are emailed to local businesses in Northwest Ontario several times a year. If you want to reach local businesses this is for you. There is one ad size available for purchase in the Industry eNewsletter.

One-time Placement **\$149 \$119 + HST**
3 Ad Placements **\$349 \$279+ HST**



MORGAN FUELS
Serving Northwestern Ontario Since 1935
PROPANE • FUELS • LUBRICANTS

PROPANE
Residential, Commercial, Industrial and Construction
Bulk Fuel Delivery • Oils Lubes • Propane • Drummed Jet and Aviation fuels

FUELS
Gasoline, Clear and Dyed Diesel & Aviation

Dryden 937-2149	Kenora 468-6050	Pickle Lake 928-2261	Red Lake 735-9920	Sioux Lookout 737-2250	Winnipeg 204-832-2446
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www.morganfuels.ca info@morganfuels.ca 1-(800)-661-3635

Sample industry eNewsletter ad. Not to scale.

Social Media Package

Take advantage of our large social media audience with the Social Media Package. The package will run between 3-5 days where your business will dominate our social media accounts. Included in the package are:

- » A feature blog post that will be shared on all of our social media accounts
- » The blog article will appear on visitsunsetcountry.com
- » The blog article will be shared in our new consumer eNewsletter

- » 4 Facebook posts including a video if you have one plus the sharing of your blog post
- » \$200 towards Facebook ads boosting your five Facebook posts targeted to the audience you want to reach
- » 5 or more Instagram posts featuring your business
- » 5 or more tweets about your business

\$999 \$799 + HST

Internet Banner Ads

Increase your exposure on the Internet with a banner ad on visitsunsetcountry.com. The banner ads are run-of-site (ROS), which means the ad will appear randomly across the website. Banner ads are sold annually with the ad being on the website for one year from the time it goes live. All ads will follow a specific format with a price point or package attached. Design costs are included.
Please note: A banner ad is included in the Platinum Package.

\$749 \$599 + HST



Indian Point Camp

Have fun Canadian-style at Indian Point Camp on incredible Wabigoon Lake in Ontario, Canada. We offer fishing and hunting trips that will meet all your expectations and more!

[Book Your Trip Today](#)

Sample banner ad. Not to scale.

Data-Driven Marketing

A New Opportunity Available to Members of Sunset Country

Sunset Country Travel Association in partnership with [Big Click Inc.](http://BigClickInc.com) is pleased to offer a new digital marketing vehicle exclusively available to our members! A key challenge in advertising of any kind but especially digital advertising, is getting your ads seen by a qualified audience.

Data-driven digital marketing, also called programmatic marketing, uses custom-developed audiences of people who have previously demonstrated an interest in our area and lets you market direct to them through digital ads.

These custom audiences are developed mostly from the peoples browsing activity on-line, their subscription to our eNewsletters, visits to our website etc. and develops a custom audience that your business can market to.

Please watch your email for further information or call Gerry at 800-665-7567.



Membership Checklist

Ready to Join or Renew Your Membership?

Make sure you don't forget anything. Fill out our membership checklist.

First:

- ☐ Decide on a membership level
- ☐ Decide on a print ad (Platinum level includes a 1/4 page ad. Upgrades are available.)
- ☐ Decide on any digital marketing opportunities (Banner ad, Social Media Package and/or eNewsletter ad)
- ☐ Fill out the Remittance Form (**don't forget to add the HST**)
- ☐ Fill out the Member Portfolio (The form with all your contact information and amenities listed.) **Please ensure that everything is correct.** This is the information that goes into the guide and on your online profile.
- ☐ Email your Remittance Form and Member Portfolio to info@visitsunsetcountry.com or print out your Remittance Form and Member Portfolio, make any changes and scan and email or mail it in with payment to **Ontario's Sunset Country Travel Association**
PO Box 647, Kenora, ON P9N 3X6 or email info@visitsunsetcountry.com or fax 807-468-5484.
Payment can be made by cheque, cash, VISA, Mastercard or e-transfer to info@visitsunsetcountry.com.

Then:

- ☐ Email ad material for print to erin@visitsunsetcountry.com by September 30, 2020.
- ☐ If you are a new member or wish to change your photo or description in the travel guide, please email a high-res, horizontal (landscape) photo and 30-word description to info@visitsunsetcountry.com.
- ☐ If you are a new Accommodation member, or wish to change your descriptions online, please fill out the 30 word service teasers that you offer (housekeeping cabin, walleye etc) with this Google Form forms.gle/46CdEhNPWdqEPvS5A (You can also change your Main description there too.)
- ☐ If you are a new member or wish to change your online photo, please email the high-res, horizontal (landscape) photo to erin@visitsunsetcountry.com. **Platinum level members can add 10 horizontal photos and all other levels can add one photo.**
- ☐ If you are a Platinum level member, please email a link to your YouTube or Vimeo video to info@visitsunsetcountry.com
- ☐ If you are a Platinum member or are buying a banner ad, please fill out this Google Form at goo.gl/forms/aEHFXB00LbPXh02j1 and email the photo for your banner ad to erin@visitsunsetcountry.com.
- ☐ If you are buying a Consumer eNewsletter Ad, please fill in this Google Form at goo.gl/forms/yXn52Anxn0wfsRIA2 and email the photo for your eNewsletter ad to erin@visitsunsetcountry.com. Please also choose the month you'd like it to run. First come, first serve.
- ☐ If you are buying a Social Media Package, please contact Erin or Gerry at **800-665-7567** for details.

Our membership year runs from July 1 to June 30th each year, however, **you may join at any time**. The guide goes to the printers in **November** so you must join before then to be in the travel guide. Ad material must be in by September 30, 2020.

Payment Policy

Memberships and ads must be paid in full at the time of joining/renewal/booking. Cheque, cash, VISA, Mastercard or e-Transfer accepted.

Questions? Contact Us

We are ready to help. Call us at **800-665-7567** or **807-468-5853**.

Email:

Tracey Chartrand, Administrative Assistant - info@visitsunsetcountry.com

Gerry Cariou, Executive Director - gerry@visitsunsetcountry.com

Erin Rody, Marketing Manager - erin@visitsunsetcountry.com

Website: visitsunsetcountry.com • Fax: **807-468-5484**

Address: **PO Box 647, Kenora, ON P9N 3X6**



From: [June Caul](#)
To: [Andrew Hallikas](#); [Michael Behan](#); [Wendy Brunetta](#); [John McTaggart](#); [Douglas Judson](#); [Rick Wiedenhoef](#); [Doug Brown](#); [Lisa Slomke](#); [Kathy Lawson](#)
Subject: Fwd: [External] Rail Safety Week 2020 | Safety is a shared responsibility
Date: Thursday, August 20, 2020 11:09:27 AM
Attachments: [Image_20200819_114201_971.png](#)
[Rail Safety Week 2020 Resolution Municipalities Canada.pdf](#)

Get [Outlook for iOS](#)

From: Stephen Covey <stephen.covey@cn.ca>
Sent: Thursday, August 20, 2020 10:38 AM
To: June Caul
Subject: [External] Rail Safety Week 2020 | Safety is a shared responsibility

[EXTERNAL] Don't click links or attachments unless you recognize the sender and know the content is safe. You can forward suspicious messages to support@fortfrances.ca.



cn.ca

Dear Mayor Caul:

As a responsible global railroad that links communities to markets around the world, CN is taking all necessary steps to protect our employees, communities, customers, vendors and partners, in response to the unprecedented challenges associated with the pandemic. As we continue to run a solid operation to safely serve our customers and keep the economy moving, we remain committed in our efforts to educate the public on rail safety.

Rail Safety Week will be held in Canada, the United States and Mexico from September 21-27. Our activities will look different this year, however our efforts to get the rail safety message out will be stronger than ever. Rail safety never takes a break and, as proud neighbours, we continue to work with *Operation Lifesaver*, our communities and local authorities, CN Police Service officers and other CN employees to help prevent accidents and injuries at rail crossings, and ensure everyone's safety on and around railroad infrastructure year-round.

Rail Safety is a shared responsibility

Every year, more than 2,100 North Americans are killed or seriously injured because of unsafe behaviour around tracks and trains. Rail safety is everyone's responsibility. By looking out for each other and working together, we can help keep our communities safe and prevent fatalities and injuries on or near railway property.

Your council can continue to be a powerful ally in this effort to prevent these incidents and save lives by adopting the attached draft proclamation, as you have done previously. Please send a copy of your proclamation by mail or by e-mail to Marie-Pier.Triganne@cn.ca and let us know about your plans to promote rail safety in your community.

CN – Marie-Pier.Triganne
935 de la Gauchetière Street West
16th floor
Montreal, Quebec
H3B 2M9

If you have any questions or concerns about rail safety in your community, please contact our Public Inquiry Line at 1-888-888-5909. For additional information about Rail Safety Week 2020, please consult cn.ca/railsafety or operationlifesaver.ca.

Sincerely,

Stephen Covey
Chief of Police and
Chief Security Officer

Fiona Murray
Vice-President, Public and
Government Affairs



(Draft Resolution)**RESOLUTION IN SUPPORT OF RAIL SAFETY WEEK**

Whereas *Rail Safety Week* is to be held across Canada from September 21 to 27, 2020;

Whereas it is in the public's interest to raise citizens' awareness of the dangers of ignoring safety warnings at level crossings and trespassing on rail property to reduce avoidable deaths, injuries and damage caused by incidents involving trains and citizens;

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

Whereas CN has requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is proposed by Councillor _____

seconded by Councillor _____

It is hereby **RESOLVED** to support national ***Rail Safety Week*** to be held from September 21 to 27, 2020.

September 1st 2020

Lisa Slomke,

This letter is directed to town council in regards to a "naming rights agreement" for the Sportsplex.

I wanted to inquire about two things:

1. Has the town ever considered doing an agreement like this with a business or an organization, or has anyone ever inquired about this before?

2. If the Town was interested in doing a "naming rights agreement" with a company, what is the consideration amount per year they would request for a:

a) 5 year term?

b) 10 year term?

This agreement would include, but not necessarily limited to:

-Interior/exterior signage change on physical building

-Change of name on Google Maps, etc

-Change of name on any marketing/promotional material related to building (radio ads, print ads, etc)

As you know, lots of businesses have an annual branding/marketing budget and I was just curious to see if it would make sense to spend those dollars locally within the community for a win/win scenario.

If anyone from town council or the appropriate operational division would like to discuss this further

I am free anytime. Thanks.



Wade Friesen

The Sleepy Owl Downtown

(807) 275 5683

sales@thesleepyowl.com



THE
**Sleepy
Owl**
DOWNTOWN

TOWN OF FORT FRANCES

BY-LAW No. xx / 20

(Being a by-law to approve a community gift agreement with CMA Foundation for funding under the COVID-19 Community Response Fund for Vulnerable Populations)

WHEREAS on August 10, 2020, Council approved a report from the Treasurer, which gives approval for the CAO and Treasurer to execute a community gift agreement with the CMA Foundation with respect to funding under the COVID-19 Community Response Fund for Vulnerable Populations.

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

1. That the agreement in the form attached hereto as Schedule “A” with CMA Foundation be approved for the CAO and Treasurer 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 14th day of September 2020.

J. Caul, Mayor

E. Slomke, Clerk



CMA FOUNDATION COVID-19 COMMUNITY RESPONSE FUND FOR VULNERABLE POPULATIONS GRANT INITIATIVE

Community Gift Agreement

This **GIFT AGREEMENT** ("**Agreement**") is entered into as of the _____ day of _____, 2020 (the "**Effective Date**") by and between:

CMA FOUNDATION, a registered charity having its head office located at Suite 500, 1410 Blair Place, Ottawa, Ontario (Charitable No. 820429678 RR 0001) (the "**CMAF**")

and

CORPORATION OF THE TOWN OF FORT FRANCES, a Qualified Donee having its head office located at 320 Portage Avenue, Fort Frances, Ontario (the "**RECIPIENT**")

(collectively referred to as the "**Parties**", or each a "**Party**")

WHEREAS, the CMAF is a registered charity under the *Income Tax Act* (Canada) that gifts money to qualified donees to further excellence in healthcare;

AND WHEREAS, the RECIPIENT is a Canadian municipality which qualifies as a qualified donee as defined under the *Income Tax Act* (Canada) ("**Qualified Donee**");

AND WHEREAS, the CMAF wishes to provide a gift to the RECIPIENT in support of vulnerable populations within their community affected by COVID-19 as part of its **CMA Foundation COVID-19 Community Response Fund for Vulnerable Populations** pursuant to the terms and conditions of this Agreement;

The Parties hereby agree as follows:

The Gift

1. Subject to the terms and conditions of this Agreement, the CMAF agrees to make a gift to the RECIPIENT in the amount of \$11,500.00 (CDN) (the "**Gift**"). The Gift will be made according to the following schedule:

Installment	Payment Amount	Date
One-Time Gift	\$11,500.00	Upon receipt of: (a) signed Agreement, and (b) all banking information required to process the payment to the satisfaction of the CMAF.

The CMAF may add to or accelerate the completion of the Gift at its discretion.

The Term

- The term of the Agreement shall begin on the Effective Date and end on March 31, 2021, unless terminated earlier in accordance with the terms of this Agreement (the “**Term**”).

Purpose of the Gift

- The RECIPIENT shall use the Gift for Eligible Expenses related to Eligible Activities, as defined in **Schedule A**, which: (a) support community-level emergency response to COVID-19 through interventions that address urgent gaps in ensuring the health and well-being of vulnerable populations in the RECIPIENT’s community, and (b) contribute to the short- and long-term resiliency of community-level supports for vulnerable populations, including community health supports (the “**Purpose**”).
- If, at some future time, it becomes impossible or impractical to use the Gift for the Purpose, or if this Agreement is determined to be in conflict with any federal, provincial, or local law, regulation, or ordinance, the RECIPIENT’s governing body (such as Municipal Council or like body), in consultation with the CMAF, or its designate, will re-direct the use of the Gift in the best interest of the RECIPIENT and in a manner as close as possible to the original intent of the CMAF, as expressed in this Agreement.

Reporting

- The RECIPIENT shall provide the reports described in **Schedule B** to this Agreement to the CMAF, or its designate, and shall make its representative(s) reasonably available to the CMAF, or its designate, to answer questions related to the reports required under this Agreement.
- Copyright in all reports, documents and deliverables prepared in connection with this Agreement and listed in the Schedules of this Agreement (the “**Reports**”) will be the exclusive property of, and all ownership rights shall vest in the RECIPIENT.

7. The RECIPIENT hereby grants to the CMAF an irrevocable, perpetual, worldwide, royalty-free license to use, publish, make improvements to, sub-license, translate and copy the Reports or portions thereof. This license shall survive the expiration or termination of this Agreement.

Representations and Warranties

8. The RECIPIENT represents and warrants to the CMAF (and acknowledges that the CMAF is relying on such representations and warranties in entering into this Agreement) that: (a) it has the full power and authority to enter into and perform its obligations under this Agreement; (b) it has taken all necessary actions to authorize the execution of this Agreement; and (c) it is and will continue to be a Qualified Donee throughout the Term of this Agreement.

Publicity

9. The RECIPIENT agrees that all communications, publicity and / or public notices to third parties related to the Gift and / or the activities funded by the Gift shall be aligned to, and consistent with, the terms of this Agreement and the information provided to the RECIPIENT by the CMAF, or its designate. The RECIPIENT agrees to keep the CMAF, or its designate, informed of any and all significant public notices, significant media pitches/coverage or significant publicity to third parties related to the Gift and / or the activities funded by the Gift.
10. The RECIPIENT agrees to reference the CMAF in all communications, public announcements, signage, media coverage and other forms of publicity relating to the activities funded by the Gift.
11. During the Term, the CMAF hereby grants to the RECIPIENT a non-exclusive, non-assignable, non-transferable, royalty-free, limited license to use its trademarks and logos (the “**Trademarks**”) solely for the purpose of publicity relating to the Gift, activities supported by the Gift and fulfilling its obligations under this Agreement. Prior to use of the Trademarks, the RECIPIENT must submit to the CMAF for review and approval its actual proposed use of the Trademarks. The RECIPIENT agrees that it must not alter the Trademarks in any manner whatsoever beyond what is electronically provided by the CMAF including, without limitation, the appearance and size of such Trademarks.

Right of Audit and Records

12. The CMAF or its designate may at any time during the Term of this Agreement or for a period of three years following the end of the Term, audit and inspect accounts, records, receipts, vouchers, and other documents of the RECIPIENT relating to the Gift and its use (“**Records**”) and shall have the right to make copies and take extracts of the Records. The RECIPIENT agrees to provide reasonable co-operation to assist with any such audit during such period and shall retain the Records for at least three years from the end of the Term. Records shall be treated as Confidential Information (see Section 13, below).

Confidentiality

13. The Parties acknowledge that the terms of this Gift Agreement (subject to Sections 9-10 - Publicity) and any oral or proprietary or confidential information exchanged between the Parties (whether marked as confidential information or not) in connection with the preparation and performance this Agreement shall be regarded as confidential information (“**Confidential Information**”). Each Party shall maintain confidentiality of all such Confidential Information, and without obtaining the prior written consent of the other Party, it shall not disclose any relevant Confidential Information to any third Parties. Notwithstanding the foregoing, (a) the CMAF may disclose Confidential Information to staff and employees of its sole member, the Canadian Medical Association (the “**CMA**”) and the CMA’s direct and indirect subsidiaries (“**CMA Affiliates**”), and (b) the Parties may disclose Confidential Information to any consultants and / or contractors engaged by the Party (or, in the case of the CMAF, engaged by the CMAF, the CMA or a CMA Affiliate) provided that such individuals shall be bound by confidentiality obligations similar to those set forth in this Section.

“Confidential Information” excludes information that: (a) is or will be in the public domain (other than through the receiving Party’s unauthorized disclosure); (b) is under the obligation to be disclosed pursuant to the applicable laws or regulations, or orders of the court or other government authorities; or (c) is required to be disclosed by any Party to its members, directors, officers, relevant employees, legal counsel or financial advisors provided that such individuals shall be bound by the confidentiality obligations similar to those set forth in this Section. Disclosure of any Confidential Information by staff members, contractors or consultants permitted under this Agreement shall be deemed disclosure of such Confidential Information by such Party, which Party shall be held liable for breach of this Agreement. This Section shall survive the termination of this Agreement for any reason.

Indemnity

14. The RECIPIENT shall indemnify and save the CMAF, its affiliates (comprised of the CMA and CMA Affiliates) and the Federation of Canadian Municipalities, and each of their respective members, officers, directors, employees, volunteers and agents (collectively the “**Indemnified Parties**”), harmless from and against all claims, actions, losses, expenses, costs or damages of every nature and kind that the Indemnified Parties may suffer, caused or alleged to be caused by any willful or negligent act, omission or delay on the part of the RECIPIENT or its officers, directors, employees, volunteers, contractors or agents, in connection with this Gift Agreement or the activities funded thereby.

Termination

15. This Agreement shall be terminated automatically and with immediate effect if at any time:
- a. The RECIPIENT loses its status as a Qualified Donee;
 - b. An event takes place that, in the CMAF’s reasonable opinion, affects the reputation and good standing of the RECIPIENT; or
 - c. There is a material breach of any term of this Agreement.

16. Upon termination, any portion of the Gift that may be held by the CMAF and/or any unspent portion of the Gift that may be held by RECIPIENT at the time of termination shall be returned to the CMAF and distributed to such other Qualified Donee as may be selected by the CMAF.

General Provisions

17. Amendment. This Agreement may be amended in writing by the mutual consent of the Parties or their legal representatives.
18. Policies. This Agreement is subject to the policies of the CMAF, as may be amended from time to time.
19. Relationship between the Parties. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary or employment relationship between the Parties.
20. Notice. Unless otherwise provided, all notices, consents, requests, demands and other communications hereunder shall be in writing, and are deemed to have been duly given or made: (i) when delivered in person; (ii) three days after deposit in the Canada Post, first class postage prepaid certified mail, return receipt requested; (iii) overnight courier service, upon delivery by the overnight courier service with payment provided for; or (iv) in the case of fax or email, when acknowledged by the recipient; in each case addressed as follows:

a. RECIPIENT

Contact: Dawn Galusha, Treasurer
 Address: 320 Portage Ave.
 Fort Frances, ON P9A3P9
 Email: dgalusha@fortfrances.ca

b. CMAF

Contact: Allison Seymour, President
 Address: Suite 500, 1410 Blair Towers Place
 Ottawa ON K1J 9B9
 Email: cmafoundation@cma.ca
 Copy to: legal@cma.ca

(With a reference to the COVID-Contract # noted in footer of this Agreement, if applicable.)

Either Party may give notice under this section of a change of address.

21. Dispute Resolution. In the event a dispute arises out of or in connection with this Agreement and is not resolved in private meetings between the Parties, then such dispute or controversy shall be settled by a process of dispute resolution as follows to the exclusion of such persons instituting a law suit or legal action: (a) the dispute shall be settled by arbitration before a single arbitrator, in accordance with the Arbitration Act, 1991 (Ontario) or as otherwise agreed upon by the Parties to the dispute. The arbitration shall be held in Ottawa, Ontario. All

proceedings relating to arbitration shall be kept confidential, and there shall be no disclosure of any kind. The decision of the arbitrator shall be final and binding and shall not be subject to appeal on a question of fact, law or mixed fact and law; and (b) all costs of the arbitrator shall be borne by such Parties as may be determined by the arbitrator. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the Province of Ontario and the Federal laws of Canada applicable therein.

22. Entire Agreement. This Agreement constitutes the entire agreement and full understanding among the Parties hereto with respect to all of the matters herein and it supersedes any prior negotiations, agreement or understandings among them, oral or written, with respect to the matters addressed herein, all of which are hereby cancelled.
23. Severability. Every provision of this Agreement is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.
24. Waiver. Failure by either Party to exercise any of its rights, powers or remedies shall not constitute a waiver of those rights, powers or remedies.
25. Survival. Sections 7 (Reporting), 12 (Right of Audit and Records), 13 (Confidentiality), 14 (Indemnity), 15-16 (Termination) and 17-31 (General) herein shall survive such expiration or other termination of this Agreement to the extent necessary to carry out the intentions of the Parties under this Agreement.
26. Circumstances Beyond the Control of Either Party. Neither Party shall be responsible for damage caused by delay or failure to perform under the terms of this agreement resulting from matters beyond the control of the Parties including strike, lockout or any other action arising from a labour dispute, fire, flood, pandemic, act of God, war, riot or other insurrection, lawful act of public authority, or delay or default caused by a common carrier that cannot be reasonably foreseen or provided against.
27. Language. The Parties agree that this Agreement and related documents be drawn up in the English language only. Les parties conviennent que cette entente et les documents connexes soient rédigés en langue anglaise seulement.
28. Counterparts. This Agreement may be executed in counterparts with the same effect as if all Parties had signed the same document. A digital signature on this Agreement shall be sufficient and binding.
29. Further Assurances. Each of the Parties hereto will promptly do, make, execute or deliver, or cause to be done, made, executed or delivered, all such further acts, documents and things as the other Parties hereto may reasonably require from time to time for the purpose of giving effect to this Agreement.
30. Effective Date. This Agreement shall be deemed effective as Effective Date.

CMA FOUNDATION



By: _____
Allison Seymour, President

**CORPORATION OF THE TOWN OF FORT
FRANCES**

By: _____
Douglas Brown, CAO



By: _____
Marie-Claude Fillion, Chief Financial Officer
We have the authority to bind the CMAF.

By: _____
Dawn Galusha, Treasurer
We have the authority to bind the RECIPIENT.

SCHEDULE A – ELIGIBLE ACTIVITIES and ELIGIBLE EXPENSES

CMA Foundation COVID-19 Community Response Fund for Vulnerable Populations

The following are **Eligible Activities** under this Agreement:

1. Health and medical services

This could include, but is not limited to, the purchase of personal hygiene products and personal protective equipment for staff and vulnerable individuals; providing general health or medical services (including counselling and substance use support); and the hiring of medical and other professionals to provide those services.

2. Daytime services and facilities

Many physical spaces (e.g. libraries, malls, community centres, etc.) and services (e.g. drop-in programs, food programs, etc.) that people experiencing homelessness use during the day are closed. This is leading to isolation protocols being breached even for those who have secured isolated housing. This could include, but is not limited to, the re-opening and/or repurposing, and staffing, of dedicated spaces for people experiencing homelessness (including municipal facilities), and the creation and / or expansion of permanent or temporary community hygiene facilities.

3. Client support services

Generally, client support services include individualized services to help improve integration and connectedness to support structures, such as treatment services. This could also include, but not be limited to, the procurement of emergency shelter beds and barriers to separate beds; and increased frequency or nature of cleaning of shelters and related facilities.

4. Coordination of resources and data collection

This could be used for, but not limited to, developing and supporting partnerships with community agencies who can assist vulnerable populations; disseminating information; and public relations activities.

5. Prevention and shelter diversion

Prevention includes activities aimed at preventing homelessness by supporting individuals and families at imminent risk of homelessness before a crisis occurs. Generally, this includes, but is not limited to, discharge planning from public systems and institutions, landlord intervention and emergency rental assistance. This could also include, but is not limited to, short-term financial assistance for rental arrears; landlord-tenant mediation addressing unpaid rent; delivery of non-housing financial support, such as groceries, personal hygiene products, etc., to offset housing costs; and assistance ensuring individuals exiting institutions immediately secure housing so that they do not access shelters.

6. Housing services

Housing services are those that help an individual or family transition into safe, stable housing. Generally, this includes, but is not limited to, assistance finding housing, funding to secure housing (deposit), and funding and support to furnish housing. This could also include, but is not limited to, measures to ensure physical distance or isolation, such as by placing and paying for individuals to live in temporary, transitional, or permanent housing accommodations (including, but not limited to, hotels, rooming houses, community buildings, etc.).

7. Capital investments

Generally, capital investments support the acquisition, construction or repair/rehabilitation of housing, including transitional and supportive housing. This could also include, but not be limited to, the purchase or repurpose of existing properties for temporary housing or renovation of existing facilities to create spaces for self-isolation and greater physical distance.

8. Other

Activities other than those listed above may be considered eligible if: (i) they contribute directly to the Purpose of the Gift, and (ii) they are approved in advance by the CMAF, or its designate, in writing.

Eligible Expenses

The following Eligible Expenses are direct expenses related to Eligible Activities:

- a) **Personnel** – Funding can be used to pay new or temporary personnel that are hired/contracted specifically for Eligible Activities. Personnel already paid from other sources via salaries, grants or other means should not be compensated with CMAF funds.
- b) **Supplies and services** – Supplies and services that are immediately used to carry out Eligible Activities.
- c) **Equipment and technology** – Funding may be used to purchase essential equipment or develop new equipment/technologies that are required for Eligible Activities. Funding may also be used to rent/lease major equipment or buildings.
- d) **Financing** – Funding may be used to rent, reopen or refurbish buildings or shelters. If warranted, funding may also be used for short-term financial assistance for housing or living expenses.

The following expenses are not Eligible Expenses for the purposes of this Agreement:

- (a) General overhead expenditures incurred in the RECIPIENT's regular course of business, including salaries and other employment benefits of any employees,
- (b) Any direct or indirect operating or administrative costs of the RECIPIENT, and
- (c) Expenses for any other activities normally carried by the RECIPIENT.

The Gift is not intended to replace or displace existing sources of funding that may be provided by the provincial/territorial or federal governments. In particular, these funds are intended to complement funding provided through the Reaching Home program as part of the federal government's COVID-19 response plan.

SCHEDULE B – REPORTING OBLIGATIONS

The RECIPIENT shall deliver the following reports to the CMAF, or its designate, in a form satisfactory to the CMAF on the due dates set out below.

REPORT	DUE DATE	MINIMUM REQUIREMENTS
Use of Funds and Target Outcomes (Interim Report)	On or before August 6, 2020	<ul style="list-style-type: none"> At a minimum, completed Tables 1 and 2 as set out in Schedule B.1, in a form satisfactory to the CMAF, including but not limited to, testimonials from one or more local residents receiving support through the Eligible Activity and photos, if appropriate and where possible.
Final Impact Report	On or before February 2, 2021	<ul style="list-style-type: none"> At a minimum, completed Tables 1 and 2 as set out in Schedule B.1, in a form satisfactory to the CMAF, including but not limited to, testimonials from one or more local residents receiving support through the Eligible Activity and photos, if appropriate and where possible.

Please see Table 1 and Table 2 provided for indicative purposes in Schedule B.1. Reporting templates will be sent to the Recipient by June 30, 2020.

SCHEDULE B.1

FOR ILLUSTRATIVE PURPOSES ONLY

Reporting templates with more detailed guidelines will be provided on or before June 30, 2020.

Municipality / Recipient	Corporation of the Town of Fort Frances
Project Title	Capital Investments in Temporary Housing
Project Description	Through providing support to the Rainy River District Social Services Administration Board, the Town will assist in the capital upgrades necessary to renovate the "Out of the Cold" shelter which provides temporary housing for vulnerable populations
Date	
CMAF Contract Reference #	CMAF-COVID-Contract# 2020- 00353
Recipient Reporting Contact	Dawn Galusha

Table 1. Expenditures by Eligible Activity

Interim Report – Fill in the description of the activity, population supported, project timeframe and associated expenses. Reference any additional funding support directed toward this activity.

Final Report – Reflect on the funded activities and actual expenses.

EXPENDITURES BY ELIGIBLE ACTIVITY						
Eligible Activity	Interim Report					Final Report
	Name of Activity	Description of Activity	Population Supported	Activity Timeframe (MM/YY – MM/YY)	Eligible Expense (\$)	Actual Expenses (\$)
Health and medical services						
Daytime services and facilities						
Client support services						
Coordination of resources and data collection						
Housing services						
Prevention and shelter diversion						
Capital investments						
Other*						
Total Expenditure (\$)					\$	\$

*Only if approved by the CMAF in accordance with Schedule A of the Agreement.

Table 2. Outcomes by Eligible Activity

Interim Report – Fill in the description of the activity, target outcome or output and target indicator.

Final Report – Reflect on the funded activities and report the actual impact. Provide comments regarding successes, challenges faced, remaining gaps or lessons learned.

Outcome: The change(s) in technology, systems, practices or behaviors the donation seeks to achieve.

Output: The products, services, or deliverables produced during the activity timeframe.

Indicator: The outcome metric(s) tracked to demonstrate impact of the donation, e.g. number of people supported or other relevant measure.

OUTCOMES BY ELIGIBLE ACTIVITY						
Eligible Activity	Interim Report				Final Report	
	Name of Activity	Description of Activity	Target Outcome or Output	Target Indicator (# people supported)	Actual (# people supported)	Comments
Health and medical services						
Daytime services and facilities						
Client support services						
Coordination of resources and data collection						
Housing services						
Prevention and shelter diversion						
Capital investments						
Other*						

*Only if approved by the CMAF in accordance with Schedule A of the Agreement.

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August 13, 2020

In This Issue

- COVID-19 resources.
- Nominations for Canada's Volunteer Awards 2020 now open.
- Important things you need to know for the AMO 2020 Conference.
- Only days left to register for AMO 2020 Conference!
- Join AMO's Delegate Conference Orientation - August 13, 10:00 am.
- Don't forget about the AMO Conference Exhibit Hall.
- Everything you need to know about Land Use Planning.
- Modernizing and managing municipal meetings.
- Visit the LAS and ONE Investment booth at the AMO Conference.
- Sports field lighting upgrades save energy.
- LAS pivots to online Energy Workshops.
- Municipal Group Buying Program: New vendors added.
- Career with County of Simcoe.

COVID-19 Resources

AMO's [COVID-19 Resources page](#) is being updated continually so you can find critical information in one place. It now has a section on mandatory face masks bylaws/directives for municipal governments considering similar bylaws. Send any of your municipally related pandemic questions to covid19@amo.on.ca.

Federal Matters

Employment and Social Development Canada accepting nominations for individuals/organizations that have made significant community contributions. Nominations for the [Canada's Volunteer Awards](#) are open until September 30. Recipients will have access to funding, learning and networking opportunities.

Eye on Events

AMO has provided important information to registered delegates on registering, voting and participating in the virtual event. You can access this information [here](#).

Online registration for this year's exciting event closes noon on Friday, August 14th. [Register today!](#)

The virtual environment is new to all of us so we will take registered delegates through the platform showing you all you need to know. [Delegate Conference Orientation](#): August 13, 10:00 - 11:00 am, Passcode: 319138.

The AMO team is bringing registered delegates an eye-catching and dynamic environment in this year's [Exhibit Hall](#). Enjoy access to products services and great prizes like two tickets from Air Canada to anywhere in Canada.

Back by popular demand, *Land Use Planning: Beyond the Basics* is coming to you

virtually. This training provides insight and tools to support your central role in implementing and managing the land use policy framework. [Registration details](#).

Municipalities across Canada are discovering the benefits of implementing meeting management, especially during these days of physical distancing. Join eSCRIBE, [AMO's preferred provider](#) of digital meeting management solutions, and the City of Port Moody, BC, for a webinar on [August 19 at 2pm](#) as they showcase how the City unlocked efficiencies using eSCRIBE technology.

LAS

Are you attending the [AMO Virtual Conference](#)? Take a coffee break and visit the exhibit hall. Come chat with the LAS and ONE Investment staff and learn about programs that could benefit your municipality.

The [LAS Facility Lighting Service](#) is working with City of Kenora to upgrade its sports field lighting this year. Have a similar project in your municipality? Contact [Christian](#) to find out how LAS can save you time and money while improving your lighting.

In January, staff from 18 municipalities attended an exciting and informative [Energy Training Workshop](#) in St. Mary's. Due to COVID-19, this workshop is now offered in an ONLINE version. Just one of the ways we can help you work better. Contact [Christian](#) for details.

The LAS [Municipal Group Buying Program](#) is expanding to serve you better. We've recently added new categories and vendors including Firefighting Equipment, IT Solutions, and Airport Equipment. Contact [Tanner](#) (Southern Ontario) or [Ainsley](#) (Northern Ontario) to discuss how you can take advantage of this exciting program.

Careers

[General Manager, Engineering, Planning & Environment - County of Simcoe](#).
Employment Status: Permanent Full-Time. Closing Date: August 31, 2020. Location: Midhurst, Ontario. Reports directly to the CAO. To view the job description in its entirety and submit your application online, please visit [Simcoe County Jobs](#).

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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August 20, 2020

In This Issue

- The Virtual 2020 AMO Conference - Thank you!
- Delegates elect new AMO Board.
- Peter J. Marshall Awards winners announced.
- Niagara Region wins 2020 Federal Gas Tax Award.
- 2020 Women of Influence in Local Government Award.
- Everything you need to know about Land Use Planning.
- eSCRIBE versus typical meeting management software.
- Investments 101 Training - Coming soon!
- Register now! Habitat in Towns - Collingwood World Summit.
- Careers with City of Windsor.

AMO Matters - 2020 AMO Conference

Thank you to the 1,500 delegates who attended our first ever virtual Conference. All content on the [platform](#) will remain available for 30 days to watch again at your leisure.

Graydon Smith, Mayor, Town of Bracebridge, has been elected as the new AMO President by delegates at the virtual 2020 AMO Conference. Congratulations to Mayor Smith and the [new Board](#).

The Peter J. Marshall Municipal Innovation Awards winners [announced](#) - the City of Markham won the PJ Marshall Plaque, while York Region and the Township of South Frontenac were given Certificates of Merit at the virtual 2020 AMO Conference.

Niagara Region's innovative [Stamford Interceptor project](#) has been named the winner of the 2020 AMO Federal Gas Tax Awards, announced at the virtual AMO Conference.

Former AMO President Lynn Dollin has been named winner of [Municipal World's 2020 Women of Influence in Local Government Award](#). Her success was announced at the virtual 2020 AMO Conference.

Eye on Events

Back by popular demand, *Land Use Planning: Beyond the Basics* is coming to you virtually. This training provides insight and tools to support your central role in implementing and managing the land use policy framework. [Registration details](#).

Join AMO's [partner](#), eSCRIBE, for a [webinar](#) on August 27 at 1 pm EDT as they discuss the benefits of implementing digital meeting management technology, including cost and time savings.

ONE Investment

Online investment learning coming this fall (September 1 - December, 2020). To

register [click here](#). This year's course will cover the Prudent Investor Standard and understanding of the existing investments under the Legal List.

Municipal Wire*

Join us at Habitat in Towns - Collingwood World Summit hosted by the Town of Collingwood with Urban Economy Forum (UEF) and UN-Habitat, September 1 & 2, 2020. This virtual summit will work toward realizing the 17 Sustainable Development Goals (SDG), in particular the urban SDG: creating resilient and sustainable towns and communities.

Careers

City Engineer/Corporate Leader, Environmental, Protection & Infrastructure Services - City of Windsor. Position Status: Regular, Full-Time. Reports to the Chief Administrative Officer. Closing Date for Applications: 4:30 p.m., Saturday, September 5, 2020. An online application is available and must be completed and submitted by no later than the posting period noted. To apply for this position, click [APPLY NOW](#).

Corporate Leader/Commissioner, Parks, Recreation, Culture & Corporate Facilities - City of Windsor. Position Status: Regular, Full-Time. Reports to the Chief Administrative Officer. Closing Date for Applications: 4:30 p.m., Saturday, September 5, 2020. An online application is available and must be completed and submitted by no later than the posting period noted. To apply for this position, click [APPLY NOW](#).

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August 27, 2020

In This Issue

- COVID-19 resources.
- Input into guidance on protecting drinking water sources.
- Everything you need to know about Land Use Planning.
- eSCRIBE versus typical meeting management software.
- Investments 101 Training - Coming soon!
- Lakeshore resolution concerning internet overage charges.
- Careers with Town of Mattawa and City of Toronto.

AMO Matters

AMO's COVID-19 [resource page](#) is updated continually so you can find critical information in one place. It has a section on mandatory face masks bylaws/directives for municipal governments considering similar bylaws. Send any of your municipally related pandemic questions to covid19@amo.on.ca.

Provincial Matters

The Ministry of Environment, Conservation and Parks is seeking feedback from municipalities on draft guidance materials being developed to help protect drinking water sources that are not included in source protection plans. Interested participants should reach out directly to MECP for more details. Contact: [Michelle Zehr](#) or [Wendy Lavender](#).

Eye on Events

Back by popular demand, *Land Use Planning: Beyond the Basics* is coming to you virtually. This training provides insight and tools to support your central role in implementing and managing the land use policy framework. [Registration details](#).

Join AMO's [partner](#), eSCRIBE, for a [webinar](#) on August 27 at 1 pm EDT as they discuss the benefits of implementing digital meeting management technology, including cost and time savings.

ONE Investment

Online investment learning coming this fall (September 1 - December, 2020). To register [click here](#). This year's course will cover the Prudent Investor Standard and understanding of the existing investments under the Legal List.

Municipal Wire*

The [Town of Lakeshore resolution](#) resolves that the Government of Canada be urged to immediately work with internet connection providers to ensure that all Canadians are paying a fair and similar price for their internet connection including the elimination of data usage caps and overage fees.

Careers

Chief Administrative Officer - Town of Mattawa. The Town of Mattawa is a beautifully breathtaking small urban municipality located in the District of Nipissing. Please submit your resume to Mayor Dean Backer & Council, by no later than Friday, September 4, 2020 at 5:00 pm to: Corporation of the Town of Mattawa, c/o Mayor Dean Backer and Council, 160 Water Street, Box 390, Mattawa, ON P0H 1V0. Tel: 705.744.5611; Email: francine.desormeau@mattawa.ca

Director of Purchasing Client Services - City of Toronto. Reports to: Chief Procurement Officer. Division: Purchasing & Materials Management. For more information on this and other opportunities with the City of Toronto, visit us online at [Jobs at the City](#). To [apply online](#), submit your resume, quoting Job ID 10947, by September 18, 2020.

About AMO

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July 21, 2020

The Right Honourable Justin Trudeau
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Re: Emancipation Day Resolution

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on July 20, 2020 passed the following resolution:

That Chatham-Kent Council acknowledges and supports the following Private Members Bill put forward by Majid Jowhari; M-36, *Emancipation Day*, 43rd Parliament, 1st Session that reads as follows:

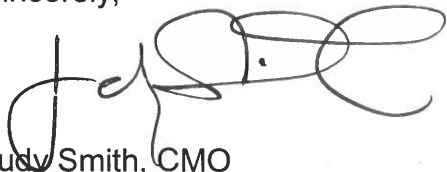
That the House recognizes that:

- a) The British Parliament abolished slavery in the British Empire as of August 1, 1834
- b) Slavery existed in the British North America prior to its abolition in 1834
- c) Abolitionists and others who struggled against slavery, including those who arrived in Upper and Lower Canada by the Underground Railroad, have historically celebrated August 1, as Emancipation Day
- d) The Government of Canada announced on January 30, 2018 that it would officially recognize the United Nations International Decade for People of African Descent to highlight the important contributions that people of African Descent have made to Canadian society, and to provide a platform for confronting anti-black racism; and
- e) The heritage of Canada's people of African descent and the contributions they have made and continue to make to Canada; and that in the opinion of the House, the government should designate August 1 of every year as "Emancipation Day" in Canada

That support for this motion is sent to our Member of Parliament and all House of Commons representatives. And that support for this motion be sent to all Municipalities.”

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,

A handwritten signature in black ink, appearing to read 'Judy Smith', with a stylized flourish at the end.

Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

C

All House of Commons Representatives
Ottawa, ON K1A 0A6

Majid Jowhari, MP

Hon Wanda Thomas Bernard
Senator- Nova Scotia (East Preston)

Lianne Rood, MP, Lambton-Kent-Middlesex

Dave Epp MP Chatham-Kent –Leamington

C Ontario Municipalities

July 31, 2020

Alex Ruff, Member of Parliament
Bruce – Grey – Owen Sound
1102 2nd Avenue East, Suite 208
Owen Sound, ON N4K 2J1

Dear Mr. Ruff:

Re: Support for Private Member's Bill M-36 – Emancipation Day

At its Regular meeting held on July 27, 2020, the Council of the Corporation of the City of Owen Sound considered the above noted matter and passed Resolution No. R-200727-023 as follows:

R-200727-023

"THAT Owen Sound City Council acknowledges and supports the following Private Members Bill put forward by Majid Jowhari: M-36, Emancipation Day, 43rd Parliament, 1st Session that reads as follows:

"THAT the House recognizes that:

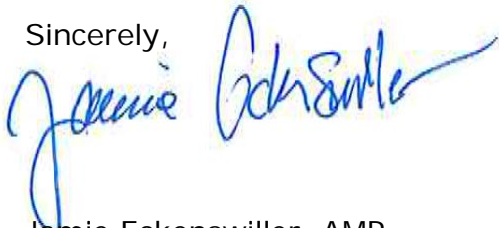
- a. The British Parliament abolished slavery in the British Empire as of August 1, 1834;**
- b. Slavery existed in the British North America prior to the abolition in 1834;**
- c. Abolitionists and others who struggled against slavery, including those who arrived in Upper and Lower Canada by the Underground Railroad, have historically celebrated August 1st as Emancipation;**
- d. The Government of Canada announced on January 30, 2018 that it would officially recognize the United Nations International Decade for people of African Descent to highlight the important contributions that people of African descent have made to Canadian society, and to provide a platform for confronting anti-Black racism;**
- e. The heritage of Canada's peoples of African descent and the contributions they have made and continue to make to Canada and in the opinion of the House, the Government should designate August 1 of every year as "Emancipation Day" in Canada."; and**

THAT support for this motion be sent to the Member of Parliament for Bruce-Grey-Owen Sound and all House of Commons representatives; and

THAT support for this motion be sent to all municipalities in Ontario."

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jamie Eckenswiller", with a stylized flourish extending from the end.

Jamie Eckenswiller, AMP
Deputy Clerk
City of Owen Sound

cc. All Members of the House of Commons
All Ontario Municipalities

**THE CORPORATION OF
THE CITY OF ELLIOT LAKE**

CERTIFIED TRUE COPY

Moved By: T. Turner
Seconded By: L. Cyr

THAT the City of Elliot Lake Council acknowledges and supports the following Private Member Bill put forward by Majid Jowhari: M-36, Emancipation Day, 43rd Parliament, 1 Session that reads as follows:

"THAT the House recognizes that:

The British Parliament abolished slavery in the British Empire as of August 1, 1834;

Slavery existed in the British North America prior to the abolition in 1834; Abolitionists and others who struggled against slavery, including those who arrived in Upper and Lower Canada by the Underground Railroad, have historically celebrated August 1st as Emancipation;

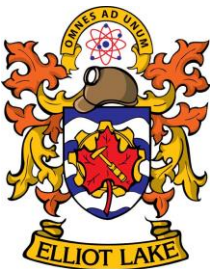
The Government of Canada announced on January 30, 2018 that it would officially recognize the United Nations International Decade for people of African Descent to highlight important contributions that people of African descent have made to Canadian society, and to provide a platform for confronting anti-Black racism;

The heritage of Canada's peoples of African descent and the contributions they have made and continue to make to Canada and in the opinion of the House, the Government should designate August 1 of every year as "Emancipation Day" in Canada; and

THAT support for this motion be sent to the Member of Parliament for Algoma and all House of Commons representatives; and

THAT support for this motion be sent to all municipalities in Ontario.

Resolution No. 249/20 Carried Mayor Dan Marchisella



Certified True Copy.



City Clerk August 14, 2020



The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: info@huronkinloss.com

Website: <http://www.huronkinloss.com>

Municipality of Chatham-Kent
Judy Smith, Director of Municipal Governance
Clerk, Freedom of Information Coordinator
315 King Street West, P.O. Box 640
Chatham ON
N7M 5K8

August 28, 2020

Dear Ms. Smith;

Re: Copy of Resolution #511

Motion No. 511

Moved by: Jeff Elliott Seconded by: Lillian Abbott

That the Township of Huron-Kinloss Council is in support of designating August 1 of every year as Emancipation Day in Canada and FURTHER direct staff to forward a copy of the resolution to Chatham-Kent and all Ontario municipalities.

Carried

Sincerely,

Kelly Lush
Deputy Clerk

c.c Mr. Justin Trudeau, The Right Honourable Prime Minister of Canada, Mr. Douglas Ford, The Honourable Premier of Canada and all Ontario Municipalities.

*Municipal Office
15 Water Street
Telephone (705) 282-2420
Fax (705) 282-3076*

*Postal Box 590
Gore Bay, Ontario
P0P 1H0*



*Office of the
Clerk*

August 18, 2020

Mary Medeiros
City Clerk
The Corporation of the City of Oshawa
50 Centre Street south
Oshawa, ON L1H 3Z7

Dear Mary;

Re: Support of COVID-19 Funding

Please be advised that at a recent Council meeting held on August 10, 2020 Council reviewed your correspondence regarding COVID-19 Funding.

The Town of Gore Bay is in support of The Corporation of the City of Oshawa requesting support of their motion to request the Federal, Provincial and Regional Government to help municipalities assist their local social cultural, service clubs and children/youth minor sporting organizations with clear and definitive relief funding programs. Please find attached a certified true copy of Resolution No. 14876 indicating the Town of Gore Bay's support.

Yours truly,

Stasia Carr
Clerk
SC/cp
Encl.

cc: Mr. Justin Trudeau, *The Right Honourable Prime Minister of Canada*
Mr. Douglas Ford, *The Honourable Premier of Ontario*
All other Municipalities with the Province of Ontario

THE CORPORATION OF THE TOWN OF GORE BAY

RESOLUTION NUMBER 14876

14876

Moved by Ken Blodgett

***Seconded by Kevin
Woestenenk***

WHEREAS the Government of Canada and the Province of Ontario have committed they through the Canada Council for Arts will continue to work with the Government of Canada, as well as through provincial, territorial, and municipal partners, to ensure the strength of the cultural sector;

AND WHEREAS to date there has been no further indication as to tools, funding measures, or financial support provided;

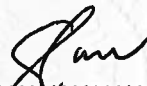
AND WHEREAS the City of Oshawa is requesting support of their motion to request the Federal, Provincial and Regional Government to help municipalities assist their local social cultural, service clubs and children/youth minor sporting organizations with clear and definitive relief funding programs;

THEREFORE BE IT RESOLVED THAT Gore Bay Council support the City of Oshawa's motion and they be so advised.

FURTHER A copy of this resolution be sent to the Right Honourable Prime Minister of Canada, the Premier of Ontario, and all municipalities within Ontario.

Carried

THIS IS A CERTIFIED TRUE COPY
OF RESOLUTION NUMBER 14876
ADOPTED BY COUNCIL ON
AUGUST 10, 2020


.....
Stasia Carr
Clerk



The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: info@huronkinloss.com

Website: <http://www.huronkinloss.com>

City of Oshawa
Mary Medeiros City Clerk
50 Centre Street South,
Oshawa, Ontario L1H 3Z7

August 28, 2020

Dear Ms. Medeiros;

Re: Copy of Resolution #512

Motion No. 512

Moved by: Ed McGugan Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Council support the City of Oshawa in their request that the Federal, Provincial, and Regional Government help local municipalities assist their local social cultural, service clubs, and children/youth minor sporting organizations with clear and definitive relief funding programs directed to help sustain the afore mention groups through these trying times inflicted on them by the effects of COVID-19 and FURTHER directs staff to forward a copy of this resolution to the City of Oshawa and the Prime Minister of Canada, the Premier of Ontario, all Ontario Municipalities, and Association of Municipalities of Ontario and Federation of Canadian Municipalities.

Carried

Sincerely,

Kelly Lush
Deputy Clerk

c.c Mr. Justin Trudeau, The Right Honourable Prime Minister of Canada, Mr. Douglas Ford, The Honourable Premier of Canada, AMO, FCM and all Ontario Municipalities.



CITY OF PORT COLBORNE

Municipal Offices
66 Charlotte Street
Port Colborne, Ontario
L3K 3C8
www.portcolborne.ca

Corporate Services Department, Clerk's Division

August 18, 2020

Honourable Doug Ford, Premier
Legislative Building, Queen's Park
Toronto, ON M7A 1Y7

Dear Premier Ford:

Re: Resolution – Funding and Inspections for Long Term Care Homes due to COVID-19 Pandemic

Please be advised that, at its meeting of August 10, 2020, the Council of The Corporation of the City of Port Colborne resolved as follows:

That the resolution received from the Township of South Glengarry regarding funding and regular inspections for Long Term Care facilities, be supported.

A copy of the above noted resolution is enclosed for your reference. Your favourable consideration of this request is respectfully requested.

Sincerely,



Amber LaPointe
City Clerk

Encl.

ec: Hon. Merrilee Fullerton, Minister of Long-term Care
Association of Municipalities of Ontario (AMO)
Ontario Municipalities



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Stephanie Jaworski

RESOLUTION NO 229-2020

SECONDED BY Lyle Warden **DATE** July 20, 2020

WHEREAS the COVID-19 pandemic has disproportionately affected the vulnerable elderly population in Canada's long-term care (LTC) homes and some of Ontario's LTC homes are among those with the highest fatality rates in the country as the pandemic has exposed deplorable conditions in many LTC homes across Canada; and

WHEREAS it is the mandate of the Ministry of Long-Term Care to inspect long term care homes on an annual basis and these inspections have consistently dropped in number since 2017 with only nine completed out of 626 long term care homes in 2019; and

WHEREAS residents have been endangered by personnel moving between infection zones without adequate equipment; and

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry urges the Ontario government to provide funding to increase full-time positions in place of casual and part-time labour in long term care homes and requests that the Ministry of Long-term Care acts to regularly inspect all long term care homes, and sound infection control measures are put in place at all Ontario long term care homes, and that this resolution be forwarded to Premier Ford, the Minister of Long-term Care Merrilee Fullerton and all Ontario municipalities for consideration.

☒ CARRIED

☐ DEFEATED

☐ POSTPONED

Mayor Frank Prevost

Recorded Vote:	Yes	No
Mayor Prevost	—	—
Deputy Mayor Warden	—	—
Councillor Lang	—	—
Councillor Jaworski	—	—
Councillor McDonell	—	—

From: [Dan Carter](#)
Subject: [External] [BULK] Hemp Mandated Crop in Canada
Date: Tuesday, August 25, 2020 10:20:32 AM
Attachments: [Canadian Hemp Farmers Alliance Membership 2020.key](#)
[adopt hemp SDG presentation.pdf - good good.pdf](#)
Importance: Low

[EXTERNAL] Don't click links or attachments unless you recognize the sender and know the content is safe. You can forward suspicious messages to support@fortfrances.ca.

Hi,

My name is Dan Carter, CEO of the Canadian Hemp Farmers Alliance.

I currently grow hemp for flower and fibre, as well i have developed one of Canada's fastest growing hemp farmer cooperatives with 25 members collectively growing 5,000+ acres.

My Mission is to Mandate hemp in to the Canadian sustainable Development Strategy by making hemp cultivation, processing, product formulation and researching new ways to develop functional sustainable hemp based products as a mandatory Agenda within Canada. As well with support by the governments to open green procurement opportunities to be purchasers of the functional hemp based products and work towards reducing the carbon footprint from Canadian government departments, agencies, institutions, etc.

This will help reduce the need for further investing into Environmentally unfriendly projects like: Fracking for fossil fuels, Mining, & Deforestation which are being developed into 1 use products and for the most part ending up in our Landfills, Lakes, Oceans & Municipal drinking water in Microscopic sizes. This is hindering the Health and Well-being of Humans, Animals, Plants, Insects & Underwater life.

I am working on getting in front of Privy Council & the Queen to present the RoadMap on Mandating hemp into the Canadian Sustainable Development Goals. I would like to show that there is Municipal, Provincial and Federal support and encouragement from government individual members or full departments who wish to see hemp as well become a Mandated crop in Canada.

I have attached a delegation presentation that i would like to present to your council.

As well i have attached a 2nd form that is a membership which shows that an individual or full government department believes hemp would be a great alternative that can create Environmental, Social and Economic impacts. If you can please sign and send back that will be great.

Talk soon,

CEO - Dan Carter
 Canadian Hemp Farmers Alliance

<https://www.canadianhempfarmersalliance.com>

<https://www.linkedin.com/in/dan-carter-24801476/>



CANADIAN HEMP FARMERS ALLIANCE

Federal, Provincial & Municipal

SUSTAINABLE DEVELOPMENT PLAN

Our Mission

The Canadian Hemp Farmers Alliance Mission is to tackle the United Nations Sustainable Development Goals by developing Sustainable, Functional hemp based products That help reduce the Need for Fracking for fossil fuels Mining, As well Deforestation

The Canadian Hemp Farmers Alliance is looking to Raise \$3Million fo conduct R&D for processing + formulating on hemp Flower, seeds, grain, Grain oil, Protein, Stalk fibres to make functional hemp based Products :

1. Bio Plastics
2. Pulp and Paper
3. Liquid fuels
4. Solid Energy Pellets
5. Batteries
6. Auto Mobile Parts
7. Building Materials
8. Textile fabrics
9. Soil Remediation Materials

CHFA

Raise \$3M

R&D

- Plastic
- Pulp & paper
- Liquid Fuels
- Energy Pellets
- Batteries
- Auto Mobile Parts
- Building
- Textile fabrics
- Soil remediation mulch

Sell Hemp Recipes to Commercialized Processors and Formulators

Expand Globally

1 NO
POVERTY



2 ZERO
HUNGER



3 GOOD HEALTH
AND WELL-BEING



4 QUALITY
EDUCATION



5 GENDER
EQUALITY



6 CLEAN WATER
AND SANITATION



7 AFFORDABLE AND
CLEAN ENERGY



8 DECENT WORK AND
ECONOMIC GROWTH



9 INDUSTRY, INNOVATION
AND INFRASTRUCTURE



10 REDUCED
INEQUALITIES



11 SUSTAINABLE CITIES
AND COMMUNITIES



THE GLOBAL GOALS

For Sustainable Development

12 RESPONSIBLE
CONSUMPTION
AND PRODUCTION



13 CLIMATE
ACTION



14 LIFE BELOW
WATER



15 LIFE
ON LAND



16 PEACE AND JUSTICE
STRONG INSTITUTIONS



17 PARTNERSHIPS
FOR THE GOALS



Examples on Adopting Hemp into the Canadian Federal, Provincial & Municipal Sustainable Development Strategies

The Canadian Federal, Provincial & Municipal governments can open procurement opportunities for their own various government departments who will be the purchasers of the sustainable, functional hemp based products from the formulation facility who will be the sellers.

Ways that the Government Departments can encourage hemp agriculture growth is by purchasing hemp products like:

- 1) Hemp Toilet Paper, Photo copying paper, tissue, paper towels
- 2) Hemp Bio Plastic Cutlery, Plates, Bowls, Straws, Table Cloths,
- 3) Hemp Fibre Uniforms
- 4) Hemp Fibre for insulation for new building development projects
- 5) Hemp Super Capacitor Batteries for all Government + Public auto mobiles that are Electrically powered

By having the Canadian Federal, Provincial & Municipal Governments adopting functional hemp based materials into their Sustainable Development Plans this will help to reduce the global market need for things like fracking for fossil fuels, mining for coal as well deforestation.

This will Encourage other Corporations to adopt functional hemp based products into their Sustainable Development strategies, as well this will encourage agricultural growth and give the (Formulators + Processors + Farmers) the ability to work out a healthy profit sharing contract which allows for farmer + processing + formulation expansion at the same rate which will create over a Million Jobs in the process to tackle the United Nations 2030 Sustainable Development Goals.

Jobs Created by having government departments purchasing hemp products through procurement

New Jobs opportunities that would be created by your municipality would be jobs for: Government, Research & Developers, processors, formulators, agriculture, marketing & business owners within different demographics such as Woman, Youth & Indigenous.

Total CO2 Emissions in Canada for year 2018 & How many acres of hemp is needed to sequester 100% CO2 Emissions

**Canadas CO2 Emissions 2018
= 1.5 Trillion lbs**

**Hemp Acres Needed to
sequester 100% Emissions
= 77.5 Million acres**

- **One Acre of Hemp Sequesters 20,000lbs of CO2 emissions**
- **Canada has 232 Million acres of Agriculture Farm land available for Cultivation as well crop rotations with hemp.**
- **If Canada was to grow one third (1/3rd) of Canadas Total farm land for year 1 this would sequester 100% of all Canadas CO2 Emissions which is 1.5 Trillion Pounds.**
- **If Canada grew 30 Million acres of hemp from years 2020 - 2025 this would sequester 1.5 Trillion pounds of CO2.**
- **If Canada grew 14 Million acres of hemp from years 2020 - 2030 this would sequester 100% of CO2.**
- **If Canada grew 5 Million acres per year from years 2020 - 2050 that would sequester 1.5 Trillion pounds of CO2.**
- **Canada is Currently growing 150,000 acres which contributes to 3 Billion pounds of CO2 sequestration.**

Adopt HEMP into your Sustainable Development Plan!!

CONTACT

dannycarter_15@hotmail.com

www.canadianhempfarmersalliance.com

<https://www.linkedin.com/in/dan-carter-24801476/>

 [CanadianHempFarmersAlliance](#)



PRESS RELEASE
SEPTEMBER 4, 2020

When Ryan McMahon took to the Townshend Theatre stage on March 13 as the fifth show of the 2019-20 Tour de Fort season, no one knew the impact the COVID19 pandemic would have on live music. Almost every live music event across the country was cancelled or postponed over the summer. In recent weeks, tentative first steps to small, socially distant concerts have been happening across the country, but it is a long road back to normalcy.

Traditionally, the Tour de Fort season starts in September. Given the ongoing pandemic, travel restrictions, and public health guidelines regarding social gatherings, staging concerts at Townshend Theatre remains impossible. We have been working closely with our 2020-21 artists to ensure the resumption of Tour de Fort occurs in a safe environment for our performers, technical crews, and live music fans.

Despite the challenges facing organizations such as Tour de Fort, we find ourselves in a strong financial position moving forward, and are cautiously optimistic we will be able to present a shortened season starting in the new year. While we cannot yet announce our lineup, Tour de Fort fans can look forward to the same high quality, award winning Canadian entertainment they have come to expect.

We can confirm that Juno Award Winner Molly Johnson has committed to rescheduling her Tour de Fort show. All tickets and passports for the original April 1, 2020 concert will be honoured at her makeup date.

An announcement on the new season's performers and dates will be made once details have been confirmed and we are confident in our ability to safely stage concerts in accordance with all public health regulations. Ticket sales will be opened when a lineup announcement has been made.

Tour de Fort encourages you to support touring artists in whatever way you are able. To find a list of past performers, please visit www.tourdefort.com. For updates and announcements follow us at www.facebook.com/tourdefort or @tourdefort on Instagram.

TOWN OF FORT FRANCESMINUTESSESSION NO. # 23July 6, 2020

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre and virtually for attendees off site on July 6, 2020 from 8:30 a.m. to 9:15 a.m.

PRESENT: Councillor J. McTaggart - Chairperson, Councillor W. Brunetta, Mayor J. Caul

ALSO PRESENT: D. Brown, CAO, C. Vangel, CBO/Planner, T. Rob, Manager Operations and Facilities, K. Lawson, Deputy Clerk, R. Thoms, B93. The Border

1. Call to Order

Session #23

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

3. Approval of Previous Committee Minutes

3.1 Approval of Previous Meeting Minutes.

- Approved as presented.

4. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting. - No items identified

5. In-Camera - no items identified

6. Items Referred from Council - No items identified

7. New Business

7.1 Fort Frances/Aazhogan Renewal Planning Committee – Draft Terms of Reference.

Cody and Doug spoke about recent meetings with Riversedge to discuss planning opportunities for the pulp and paper mill properties. Cody provided an overview respecting the draft terms of reference for the renewal planning committee. Cody advised that the draft has been reviewed by administration members, RRFDC representative and Jeff Port, planning consultant. Mayor Caul suggested that Council should be involved and have representation on this Committee. Councillor Brunetta expressed concerns about the Town taking on 100% of the costs. Cody advised that RRFDC is waiting on confirmation of their appointment to the Committee prior to applying for Federal and Provincial funding for the land use and economic development development feasibility study. Cody and Doug will be having a conversation with Riversedge after the meeting to further political appointments. This item will be placed on the next agenda with respect to the response received from this conversation.

8. Outstanding Items

8.1 Site Plan Control Discussion.

Cody Vangel provided an overview of recent discussions he had with Jeff Port, Planning Consultant with respect to the information requested by P&D Executive Committee. Mr Port advised that he was not aware of other specific land use planning tools that provide the municipality with the control over a project that a Site Plan Control Agreement provides. He advised that Site Plan Control should be utilized only when necessary and further that each Site Plan Control application or development should be considered on its own merit and decided upon on a case by case basis. He was also unaware of any alternatives that may be utilized to enforce stormwater management. A discussion was had respecting stormwater management in the matter of development. Committee recommended that Cody bring this information to Council.

9. Information - No matters identified

10. Non-agenda Items - No items identified

11. Adjourn / Next Meeting Date
Monday August 4th, 2020.

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

TOWN OF FORT FRANCESMINUTESSESSION NO. #24August 4, 2020

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the VIRTUAL MEETING on August 4, 2020 from 8:30 a.m. to 10:02 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, Arlene Byrnes, By-Law Officer

1. Call to Order

Session #24.

2. Disclosure of pecuniary interest and the general nature thereof

None

3. Approval of Previous Committee Minutes

3.1 Approval of Previous Meeting Minutes.

- Revisions for the July 6, 2020 meeting minutes are required. Revisions will be placed upon next agenda.

4. In-Camera

None

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

None

6. Items Referred from Council

6.1 REG CONSENT R. Lundy - Lot 19 Eighth Street East Services Letter.

- Discussion was held on the request for private well and septic services on the subject lands.

- Discussion held during the meeting recommended that the conditions remain flexible to ensure a single detached dwelling is allowable along with a second dwelling unit and accessory building (i.e. garage)

- During the meeting it was recommended that the liability agreement provide verbiage for well water quality provided the proximity of the property to the railway

- Divisional comments were not all received at time of meeting and it was requested that the item be carried over to the next meeting for further discussion and recommendation

7. New Business

7.1 Application to Remove Holding Provision (B3-2020) – Ryan Lundy – Eighth Street East.

- Brief discussion was held on this item as it will proceed along side the request for private well and septic services.

- Provided that all divisional comments were not obtained at time of meeting it was requested that the item be carried over to the next meeting for further discussion.

7.2 SPC06-2019 - Site Plan Control Application - 737 Scott Street.

- Discussion was held regarding the application for site plan control

- In order to mitigate delays to the development the committee recommend that the building permit for the remaining storage garage structure be issued prior to finalizing

the site plan control agreement, and that the site plan control agreement be finalized prior to constructing the associated parking lot.

- 7.3
- SPC01-2020 Mill Demolition - Site Plan Control
- The committee had the opportunity to discuss the item and ask questions
 - The committee asked that administration canvas other municipalities to determine if and how they may have used site plan control for a demotion
 - The committee also suggested outreach to the Town's solicitor for clarification prior to preparing agreement

8. **Outstanding Items**

- 8.1
- TOFF-Aazhogan Renewal Planning Committee - Verbal Update & Discussion.
- Discussion was held and the opportunity for questions was provided to the committee
 - Administration advised that in discussions with Riversedge they preferred to not have mayor or council participation on the proposed committee
 - Members of PDEC stressed that any outcomes from the proposed committee will require approval by mayor and council prior to amending any policies
 - PDEC subsequently recommend to allow administration to enter the Fort Frances/Aazhogan Renewal Planning Committee as per the provided Terms of Reference, and subsequently authorize the application for grant funding.

9. **Information**

- 9.1
- By-Law Enforcement.
- PDEC members expressed concern over the jurisdiction and ability for the Town along with OPP to enforce various by-laws and regulations in attempt to better control tenting/camping within the Town of Fort Frances
 - Town by-law officers provided a summary of their limitations on enforcement on tenting/camping within Town limits
 - PDEC members want to ensure transparency on the limitations and information regarding tenting/camping within the Town to the public
 - During the discussion it was made aware that other municipalities have tenting/camping by-laws and that the Town should explore these options with the Town's solicitor

10. **Non-agenda Items**
None

11. **Adjourn / Next Meeting Date**
Tuesday September 8th, 2020.

Executive Committee Chair

Secretary, Planning & Development Executive Committee

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 25

August 4, 2020

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Committee Room & Virtually on August 4, 2020 from 10:30 a.m. to 10:44 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 #25) - 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 15, 2020 Meeting minutes - Approved as presented

- 5 **ITEMS REFERRED FROM COUNCIL - None**

- 6 **NEW BUSINESS**
 - 6.1 MTO Gas Tax Funding 2019/2020 - Approved as presented

 - 6.2 Marina Washrooms - Approved as information

- 7 **IN-CAMERA - None**

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

- 9 **INFORMATION - None**

- 10 **ADJOURNMENT - 10:44**

A. Hallikas, Executive Committee Chair

A. Bisson, Recreational and Culture Manager

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #010

August 4, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held virtually on August 4, 2020 from 12 noon to 1:04 p.m.

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

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, T. Moffit, Fire Chief/CEMC, J. Hughes, Information Technology Manager, E. Slomke, Clerk

REGRETS:

1. **Call to Order at 12 noon**
2. **Disclosure of pecuniary interest and the general nature thereof - None.**
3. **Approval of Previous Committee Minutes**

3.1 Session 9 dated June 16, 2020.

Judson - Hallikas: Approved as presented.

CARRIED

4. Items Referred from Council

4.1 Miss Teenage Canada Financial Request
A verbal summary was provided by D. Galusha, the Committee recommended the request be received as information with best wishes for Emily in the pageant.

5. New Business

- 5.1 COVID 19 Community Response Fund - Gift.
A verbal summary was provided by D. Galusha, the Committee recommended that the gift be accepted and earmarked to capital upgrades for 'Out of the Cold' shelter via RRDSSAB.
- 5.2 Minutes of Settlement (MOS) - 820 Huffman Court
A verbal summary was provided by D. Galusha, the Committee recommended that the Minutes of Settlement for 820 Huffman Court be processed as outlined in the report.
- 5.3 357/358- 655 First Street East
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.4 357/358- 727 Church Street
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.5 357/358- 906 Portage Ave N.
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.6 357/358- McIrvine Road
A verbal summary was provided by D. Galusha, the Committee recommended approval

as outlined in the report.

- 5.7 Post Roll Assessment Notice (PRAN) and 357/358 Application for Tax Adjustment 279 Scott St.
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.8 357/358 Application for Tax Adjustment 262 Church St.
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.9 357/358 Application for Tax Adjustment McIrvine Rd UNFC
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.10 357/358 Application for Tax Adjustment 520 Scott Street
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.11 357/358 Application for Tax Adjustment 415 Mowat Ave UNFC
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.12 357/358 Application for Tax Adjustment 427 Mowat Ave UNFC
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.13 357/358 Application for Tax Adjustment 424 Central Ave UNFC
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.14 357/358 Application for Tax Adjustment 1042 Scott Street
A verbal summary was provided by D. Galusha, the Committee recommended approval as outlined in the report.
- 5.15 Procedural Review - Part 6
A verbal review of the items presented took place. Feedback was provided.

6. Information

- 6.1 Fort Frances Fire & Rescue - June 2020 Report.
T. Moffitt, Fire Chief / CEMC was in attendance to provide a summary of the report.
Received as information.

7. Adjourn at 1:04 p.m. / Next Meeting Date - September 8, 2020

Executive Committee Chair

D. Brown, CAO