

# TOWN OF FORT FRANCES

## Planning & Development Executive Committee

### AGENDA - November 1, 2021 at 8:30 AM

#### MEETING - Civic Centre

Session no 15

#### Microsoft Teams meeting

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Page

1. **Call to Order/Roll Call**
2. **Disclosure of pecuniary interest and the general nature thereof**
3. **Approval of Previous Committee Minutes**
  - 3.1 Session no 14 - 07 September 2021
4. **Items Referred from Council**
5. **New Business - None**
6. **Outstanding Items**
  - 6.1 Verbal Update - Colonization Road Name Change
  - 6.2 Verbal Update - Phair Avenue Park
7. **Information**
  - 7.1 PDEC September Report
8. **In-Camera- None**
9. **Adjourn / Next Meeting Date - 15 November 2021**

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TOWN OF FORT FRANCES

MINUTES

SESSION NO. #14

September 7, 2021

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held virtually and in the Civic Centre on September 7, 2021 from 0830 hrs to 0840 hrs

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

ALSO PRESENT: F. Anwar, CAO, T. Rob, Acting CBO/Planner, P. Briere, By-law Enforcement Officer, M. Emara, Fort Frances Times

GUESTS: P. Howie (0830 to 0835 hrs)

REGRETS: Councillor J. McTaggart, CBO/Planner, C. Vangel, Deputy Clerk, K. Haney

**1. Call to Order @ 0830 hrs - Roll call**

**2. Disclosure of pecuniary interest and the general nature thereof - none**

**3. Approval of Previous Committee Minutes**

3.1 Session no 13 - 03 August 2021 - Approved as presented

**4. Items Referred from Council - None**

**5. New Business**

5.1 515, 523 Colonization Road East Re: addressing and services - Item currently attached to O & F meeting for further discussion. Item to remain on PDEC agenda as an outstanding item pending O & F recommendation.

**6. Outstanding Items - None**

**7. Information**

7.1 Bearwise Program - Informational overview provided to committee

7.2 PDEC August By-Law Stats Report - Overview provided to Committee.

**8. In-Camera - None**

**9. Adjourn @ 0840 hrs/ Next Meeting Date - 20 September 2021**

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Executive Committee Chair

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Secretary, Planning & Development Executive Committee

Date: October 7<sup>th</sup>, 2021

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

RE: September Activities for By-Law Enforcement Department.

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Please see the below information for the month of September activities for this department.

**Operational Constraints**

- Nothing to report.

**September 2021**

Animal Pound Statistics

Impounded Dogs	0
Impounded Cats	1
After Hours Visits	0
Total Shelter Visits for Month	10

Monthly Parking Statistics

Tickets for Month	3
Ticket by OPP	0
Monthly Total	3
Yearly Total Issued	121

Daily Activities completed by By-Law Officers.

- Animal Pound Activities.
- Pawn Shop Visits.
- Checking Parking Equipment (Repairs/Maintenance to Meter Equipment).
- Garbage Collection Issues.

Other Duties Completed by By-Law Officers

- Month End Office Reports.
- Fine Box Collections & Ticket Processing.
- Parking Enforcement Complaint Driven.
- OPP Monthly Parking Stats.
- Emergency Management COVID-19 Response.
- Emergency Management 2021 Compliance Ongoing.
- Amethyst Sector (Emergency Management) CEMC Bi-Weekly Calls.
- JHSC Activities & Monthly Inspections.
- Monthly Activities Reporting to PDEC.
- OFMEM - EEPMO Project Meetings.
- Maintain/Attend Town Vehicle's in Parking Lot (Civic Centre).
- Monitoring NW Region Fire Hazards & Evacuation Situation.
- POA Court Reopening Meetings/Planning.
- Shred-It Regular Shred visit for Clerk's office.
- MLEOA Virtual Training Seminar.
- Corporate Vaccine Policy Research.
- Assist Staff in Proof of Vaccination Provincial Mandate.

Occurrence Type (Complaints & Information)	Calls for Complaints/ Information
Nuisance (Includes Inquiries)	3
Traffic By-Law (Includes Inquiries)	12
Animals (Includes Inquiries)	16
Business Licensing (Includes Inquiries)	9
Property Standards (Includes Landlord/Tenant & Grass Cutting)	8
Taxi (Includes Inquiries)	2
Off-Road Vehicles By-Law (Includes Inquiries)	3
Moving Permits (Includes Inquiries)	1
Smoking By-Law & Cannabis (Includes Inquiries)	2
Heavy Trucks (Includes Inquiries)	1
Waste Management (Includes Asselin Forms)	19
Fences (Includes Inquiries & Pools)	3
COVID Legislation/Vaccination	13
OPP Call Outs/Questions	2
Building Code/Zoning Issues (Includes Tents, Trailers, etc).	4
Noise Issues (Includes Inquiries)	6
Fire Issues (Includes Inquiries)	4
Water Permits & Information (Issued, Inquiries & Enforcement)	1
Sign Permits (Includes Inquiries)	4
<b>TOTAL CALLS FOR SERVICE</b>	<b>115</b>

Respectfully submitted,

Original Signed By

Patrick Briere, CMM III, Property Standards Professional  
MLEO/Alternate CEMC/Public Information Officer, Planning & Development Division  
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