

TOWN OF FORT FRANCES

AGENDA - September 24, 2012

MEETING - Council Chambers , Civic Centre

Page

COUNCIL MEETING

(Session No. 54 6:20 p.m. to 6:50 p.m.)

- 1.1 Call to Order
- 1.2 Prayer
- 1.3 Non-agenda items identified to be considered later in this meeting
- 1.4 Disclosure of pecuniary interest and the general nature thereof.

Delegations/Deputations

- 2.1 Public Meeting re: 2013 Budget: 3 - 3
- 2.2 Fort Frances Meals on Wheels. 4 - 6

Consent Agenda

- 3.1 Consent Summary Report. 7 - 7
- 3.2 Items Referred from Committee of the Whole
- 3.3 Letter of resignation from C. Cuthbertson from the BIA Board. 8 - 8
- 3.4 Financial request from Rainy River District OPP re: Sunny Cove Camp Rental Fees. 9 - 12
- 3.5 Joint request from the Ontario Coalition for Better Child Care (OCBCC) and Canadian Union of Public Employees (CUPE) re: Proclaiming October 24, 2012 as Child Care Worker and Early Childhood Educator Appreciation Day in the Town of Fort Frances. 13 - 17

Approval of Council Minutes *

- 4.1 Session No. 53 dated September 10, 2012.

Approval of Committee of the Whole Minutes *

- 5.1 Session No. 67 dated September 10, 2012.

Resolutions from tonight's Committee meeting

By-Laws

- 7.1 39/12 18 - 18
A by-law to approve certain airport hangar lot lease renewal agreements.
- 7.2 40/12 19 - 19

A by-law to accept a proposal/contract for services from Tetra Tech WEI Inc.

New Items -

- | | | |
|-----|---|---------|
| 8.1 | Request for support of a resolution from Environment North re: Closure of the Experimental Lakes Area Research Station South of Vermillion Bay. | 20 - 20 |
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Information Correspondence **

- | | | |
|-----|--|---------|
| 9.1 | Association of Municipalities of Ontario Watch File dated September 13 and 20, 2012. | 21 - 24 |
| 9.2 | Association of Municipalities of Ontario Communicate dated September 18 re: AMO Breaking News - Ontario PC Party Introduces "Ability to Pay Act, 2012" and September 19, 2012 re: What Does Your Municipal Welcome Mat Look Like; and Connections Energy Symposium - Spark Change. | 25 - 32 |
| 9.3 | Ontario Good Roads Association Heads Up Alert dated September 19, 2012 re: Five Year Extension Granted on the Use of Handheld Devices for Municipal Employees. | 33 - 33 |
| 9.4 | Federation of Canadian Municipalities Communication dated September 18, 2012 re: Second Round of Nominations for the Queen's Diamond Jubilee Medal. | 34 - 39 |
| 9.5 | Notice of Decision from Committee of Adjustment re: File No. A8/2012 re: 421 First Street East - Paul Johnson; A9/2012 - 237 Church Street - Paul Elmer Johnson and A10/2012 - 1505 School Road - Gerhard and Mary Polz. | 40 - 45 |

Minutes **

- | | | |
|------|--|---------|
| 10.1 | Planning and Development Executive Committee dated July 16, 2012. | 46 - 46 |
| 10.2 | Fort Frances Museum Advisory Committee dated July 17, 2012. | 47 - 48 |
| 10.3 | Northwest Health Unit Regular Board of Health Meeting dated August 10, 2012. | 49 - 62 |
| 10.4 | Committee of Adjustment dated August 20, 2012. | 63 - 63 |
| 10.5 | Community Services Executive Committee dated August 23, 2012. | 64 - 65 |
| 10.6 | Operations and Facilities Executive Committee dated September 5, 2012. | 66 - 68 |
| 10.7 | Ad Hoc Off-Leash Dog Park Advisory Committee dated September 13, 2012. | 69 - 70 |

Non-agenda Items: 6:45 p.m.

*** Previously distributed to Council**

**** Items can be viewed by contacting the Clerk**

Town of Fort Frances

PUBLIC MEETING

Re: 2013 Budget

Fort Frances citizens are invited to present their suggestions and comments to Council on what they believe are municipal services/projects to be included in the 2013 Budget. Citizens are invited to attend this regular public Council meeting:

Monday, September 24th

Following the regular Committee of the Whole Council meeting

Council Chambers, Civic Centre, 320 Portage Avenue

Citizens wishing to make a presentation at this meeting are requested to register prior to noon Thursday, September 20th, with the Town Clerk (274-5323 ext 236 or 257) for scheduling purposes. Documents and/or materials for distribution to Council are to be filed with the Clerk at the time of registering. Approximately ten minutes will be provided per presentation. Persons may submit their comments or suggestions including their name & mailing address to Council to the attention of the Town Clerk by e-mail: town@fort-frances.com or by fax: 807-274-8479. A list of those persons registered and the time schedule will be available after 4:30 p.m. September 20th in the agenda posted on the Town's web site: www.fort-frances.com, and displayed at the Civic Centre information desk.

Glenn W. Treftlin, Town Clerk

408 Williams Avenue
Fort Frances, ON
P9A 3V1

September 14, 2012

TOWN OF FORT FRANCES
P.O. Box 38
Fort Frances, ON
P9A 3M5



Attn.: Laurie Witherspoon, Treasurer

Dear Ms. Witherspoon:

Please convey to the Fort Frances Town Council our appreciation for the grant we received to assist the Meals on Wheels Program during the year 2012. We are again requesting your continued financial support and solicit a grant for 2013. Due to wages and gas increases; at this time we are asking for an increase of \$500.00 over last years grant. We are submitting to your budget a request for **\$18,500.00**.

Enclosed:

- a) Financial statement for the year 2011
- b) Proposed budget for the year 2013

If there are any questions regarding the program or our request, we will be pleased to forward any additional information.

Thank you for your consideration.

Sincerely,

Carmen Williamson

Carmen Williamson, Treasurer
Fort Frances Meals on Wheels
(807) 274-3683
(807) 275-6237
carmenc@jam21.net

Encl2/cw

**FORT FRANCES MEALS ON WHEELS
STATEMENT OF INCOME AND EXPENSES
FOR THE PERIOD
JANUARY 1, 2011 TO DECEMBER 31, 2011**

Bank Balance December 31, 2010 \$ 4,014.15

INCOME

Grant- Town of Fort Frances	\$15,500.00	
Meal Recipients	<u>24,346.00</u>	<u>39,846.00</u>
		43,860.15

EXPENSES

Rainycrest	\$23,892.00	
Wages	13,183.20	
Employee Benefits	849.53	
Travel and Gas Reimbursement	1,142.51	
Office expenses	64.42	
HST	<u>8.39</u>	<u>39,140.05</u>

Bank Balance December 31, 2011 \$ 4,720.10

INVESTMENTS

TD Money Market GIC \$5,556.38

**I Certify this statement to be true, June 2, 2012. Pam Munn



**FORT FRANCES MEALS ON WHEELS
PROPOSED BUDGET
JANUARY 1, 2013 - DECEMBER 31, 2013**

PROJECTED INCOME:

Grant - Town of Fort Frances	18,500.00	
Recipients Income	24,000.00	
Interest Income	<u>15.00</u>	
Total		<u>42,515.00</u>

PROJECTED EXPENSES:

Rainycrest	24,000.00	
Wages	14,500.00	
Gas Reimbursement	1,400.00	
Employer Paid Benefits	950.00	
Honorariums	500.00	
Office	<u>200.00</u>	
Total		<u>41,550.00</u>

Projected Surplus	<u>965.00</u>	
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REPORT TO: Mayor and Council

FROM: G. Treftlin

SUBJECT: Town of Fort Frances
Council Meeting - Monday, September 24, 2012.
Consent Agenda Items

1. Items referred from Committee of the Whole:
See individual reports.
1. Letter of resignation dated September 12, 2012 from C. Cuthbertson from the BIA Board.
 - will be received with appreciation for service.
2. Financial request dated September 7, 2012 from Rainy River District OPP re: Reduction in Sunny Cove Camp Rental Fees.
 - will be referred to Administration and Finance Executive Committee for recommendation.
3. Joint request dated August 28, 2012 from the Ontario Coalition for Better Child Care (OCBCC) and Canadian Union of Public Employees (CUPE) re: Proclaiming October 24, 2012 as "Child Care Worker and Early Childhood Educator Appreciation Day" in the Town of Fort Frances.
 - requester will be advised of Council's proclamation.



GWT/kl

September 20, 2012



273 Scott St
Fort Frances, ON
P9A 1G8

September 12, 2012

Mr. Glenn Treftlin
Clerk
Town of Fort Frances



Dear Glenn:

It is with deep regret that I submit this letter as my resignation from the BIA board. Due to health reasons I will be unable to continue to perform the necessary duties required as chairperson.

I would like to say that it has been my extreme pleasure to work with this very talented group of business people. They have all been incredibly energetic and supportive working well together as a team. I have every faith in their abilities and know they will continue striving to better the downtown area.

I have also enjoyed working with all of the various board and council members over the years. We were able to work through many challenges for the betterment of the whole community and for this I am grateful.

It has been both an honour and pleasure.

With sincerest gratitude,

Connie Cuthbertson

Hard copy to follow
CC: BIA Board



September 7, 2012

Dear OPP Community Partner

I would like to invite your organization to take part in supporting an annual Regional Police and Youth Mentoring opportunity. The OPP North West Region Summer Camp has completed the sixth year with the ultimate goal to include all of the communities with in the OPP North West Region. The Camp has been designed to offer youth leadership opportunities to foster a positive relationship with police and community for the purpose of building on self worth, identity, character building, self esteem, life skills and sense of community.

For the past six year's the camp has grown to include forty youths between the ages 11 – 12 years. There is no cost for the youth or their families to attend the camp. We have outstanding commitment from OPP Regional Command in terms of officer attendance and camp coordination. We rely on grant funding, financial assistance from charitable organizations, non-profit community partner committees, service club donations and business donations to help cover the cost of sending the youth to camp for six days. Over the past five years we have seen youth come to camp from detachment areas including Kenora, Dryden, Fort Frances, Atikokan, Rainy River, Red Lake, Ear Falls, Pickle Lake, Ignace, Marathon, Manitouwadge, Nipigon, Schreiber, Armstrong, Geraldton, Shabakwa, Upsala and Thunder Bay. As the camp has grown in size, we have expanded the police involvement to include ten OPP officers who have acted as camp councilors for the entire week; this in itself was encouraging and speaks to the support for this program.

Youth are chosen by their respective detachment Community Services Officers in consultation with their schools, youth organizations and community partners. They are selected based on their life experience, at risk-issues, developmental assets and mentoring opportunities. Many of the youth who have attended the camp have experienced a variety of situations in their lives that most adults have not faced. Some examples might include youth suffering a loss of a loved one in their families or a significant traumatic event, or perhaps they have a family member suffering from substance abuse issues, or they have limited role models or support within their family or community. The youth are offered a positive leadership opportunity to build on their life skills and make rewarding connections with people who care about them and their future.

There are many activities throughout the week which one would expect at a camp such as swimming, sporting activities and camp fires. OPP specialty units such as Explosive

...2

Disposal Unit, Forensic Unit, Emergency Response Team, K-9 Unit and Motorcycle units attend camp to entertain and educate the youth about the role of a police officer. The mentoring opportunity is important as it gives youth a positive experience with police and a connection with their community members.

As we look to sustain the Youth Summer Camp initiative we are pleased that officers are indicating that they are willing to take a leadership role in the camp coordination. In order to continue the sustainability, we will be working with various community partners to help financially support the OPP Northwest Region Youth Summer Camp. Camp facilitators will continue to work at building an environment where youth and police can interact in a positive manner. As in the past our vision is that this camp will be one that youth will always feel comfortable to attend and have the support to participate regardless of their financial situation or perceived standing in their community.

This year, OPP North West Region Youth Summer Camp took place for the second time at Sunny Cove Camp. Our cost to rent the facility is \$6,303.96. It takes all sorts of resources and partnerships to continue to offer the youth mentorship opportunities. We would like to request the assistance of the Town of Fort Frances in covering a portion of the camp rental contract in support of youth to attend in the amount of \$1200. In doing so, the Town will receive a thank you letter from our campers, OPP Northwest Region Certificate of Recognition, media recognition throughout our Provincial and International media partners, **Charitable Tax Receipt** and an OPP Youth Foundation/Summer Camp lapel pins.

Any donations may be forwarded to the OPP Youth via:

Ontario Provincial Police Youth Foundation

66 Peter Street South

Orillia, Ontario

L3V 5B1

phone: (705)329-1408 or (905)892-1822

Thank you for your consideration. If you have any questions or require a presentation, please contact me.

Sincerely,



Constable Anne McCoy
Community Services Officer/Media Relations
Rainy River District OPP Detachment
(807)274-3322 ext 3455
anne.mccoy@ontario.ca

Today's Youth are Tomorrows Future



Rental Contract / Permit Margin fix

#3.4

Printed: 30 Jul 2012, 11:54 AM

User: leanam

Contract #: 7410
Date: 19 Sep 2011

User: lynner
Status: Tentative

Memorial Sports Centre, 740 Scott Street, Fort Frances, Ontario P9A 1H8 hereby grants OPP Northwest Regional Summer Camp (hereinafter called the "Licensee") represented by Anne McCoy, permission to use the Facilities as outlined, subject to the Terms and Conditions of this Agreement contained herein and attached hereto all of which form part of this Agreement.

i) Purpose of Use
Camp
OPP Northwest Regional Summer Camp

ii) Conditions of Use

iii) Date(s) and Time(s) of Use # of Bookings: 5 Starting: Sun 19 Aug 12 12:00 PM Expected: 0
Ending: Fri 24 Aug 12 12:00 PM

Facility/Equipment	Day	Start Date	Start Time	End Date	End Time	Fee	XFee	Tax	Total
Kiwanis Sunny Cove Camp - Kiwanis Sunny	Sun	19 Aug 2012	12:00 PM	20 Aug 2012	12:00 PM	\$918.00	\$0.00	\$119.34	\$1,037.34
Kiwanis Sunny Cove Camp - Kiwanis Sunny	Mon	20 Aug 2012	12:00 PM	21 Aug 2012	12:00 PM	\$918.00	\$0.00	\$119.34	\$1,037.34
Kiwanis Sunny Cove Camp - Kiwanis Sunny	Tue	21 Aug 2012	12:00 PM	22 Aug 2012	12:00 PM	\$918.00	\$0.00	\$119.34	\$1,037.34
Kiwanis Sunny Cove Camp - Kiwanis Sunny	Wed	22 Aug 2012	12:00 PM	23 Aug 2012	12:00 PM	\$918.00	\$0.00	\$119.34	\$1,037.34
Kiwanis Sunny Cove Camp - Kiwanis Sunny	Thu	23 Aug 2012	12:00 PM	24 Aug 2012	12:00 PM	\$918.00	\$0.00	\$119.34	\$1,037.34

iv) Additional Fees

Extra Fee - Rental	Quantity	Charge	Tax	Total
Extra Lifeguard Fee	54	\$988.73	\$128.53	\$1,117.26
				\$1,117.26

v) Payment Method

Rental Fees	Extra Fees	Tax	Rental Total	Damage Deposit	Total Applied	Balance	Current
\$4,590.00	\$988.73	\$725.23	\$6,303.96	\$0.00	\$0.00	\$6,303.96	\$0.00

Balance of rental due and payable immediately.

vi) Other Information

vii) Additional Notes

Kiwanis Sunny Cove Camp - Kiwanis Sunny Cove Camp

The undersigned has read and on behalf of the Licensee agrees to be bound by this Permit/License and the Terms and Conditions contained herein and attached hereto, and hereby warrants and represents that he/she executes this Permit/License on behalf of the Licensee and has sufficient power, authority and capacity to bind the Licensee with his/her signature.

X: _____ X: _____

Anne McCoy

Name: _____

Contract #: 7410
Date: 19 Sep 2011

User: lynner
Status: Tentative

OPP Northwest Regional Summer Camp
320 Portage Avenue

Fort Frances ON P9A 3P9

Canada

Home: ()

Fax: (807)

Business: (807)274-3322

Title: _____

Memorial Sports Centre

Date: _____

Date: _____



80 Commerce Valley Drive, East., Suite 1
 Markham, ON L3T 0B2
 Phone: 905-739-9739 • Fax: 905-739-9740
 Web: cupe.on.ca E-mail: cupeont@web.net



August 28, 2012

To Mayors and Councils,

We are writing to ask that you and your Council endorse a day of recognition for the many people who work providing care to children in your community. This year will mark the 12th Anniversary of our Awareness Day which recognizes the education, skills, commitment and dedication of Early Childhood Educators and Child Care Staff.

The Ontario Coalition for Better Child Care (OCBCC), the Canadian Union of Public Employees (CUPE) and our other labour partners representing child care workers across Ontario are asking that Wednesday, October 24, 2012 be proclaimed as *Child Care Worker & Early Childhood Educator Appreciation Day* in accordance with the attached resolution.

Many groups are recognized by way of Municipal Resolution. Such a day allows the community to recognize the work of various groups and to acknowledge the contributions they make in the lives of community members.

Many children, families and communities benefit from the work of child care workers. Child care also contributes to the economic life of communities. Research shows the many economic benefits accrued from affordable, accessible high quality child care. These benefits come from the number of people employed in the child care industry and because the availability of child care allows parents to work and to contribute to the economic life of society.

Even if your Council does not issue official proclamations, there are many ways for your municipality to participate in and celebrate this special day. We ask your Council to sponsor public announcements, display our posters and distribute buttons. Many municipalities also organize events and contests for the day or have Councillors or the Mayor participate in events hosted by child care centres within the municipality. A list of ideas and examples is attached.

We hope that your proclamation of this day of appreciation, or your active support, will encourage and promote a day of community recognition for child care workers. Please fax the attached order to request posters and buttons to help you raise awareness and celebrate.

Please advise us of your participation in this day of recognition so that we can acknowledge your community's role in celebrating child care workers across Ontario on October 24th. Please direct any correspondence on proclamations and/or celebration activities to the attention of Sarah Declerck, by mail: CUPE Regional Office, 80 Commerce Valley Drive East, Markham, ON L3T 0B2, or by fax: 905-739-4001.

Thank you for your consideration.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Fred Hahn".

Fred Hahn
 President, CUPE Ontario

A handwritten signature in black ink, appearing to read "Sheila Olan-MacLean".

Sheila Olan-MacLean
 President, OCBCC

cc: CMSMs/DSSABs

:us/ cope491

12th Annual Child Care Worker & Early Childhood Educator Appreciation Day October 24, 2012

Ideas to Recognize the Day

- ☆ Support the resolution declaring October 24th Child Care Worker & Early Childhood Educator Appreciation Day.
- ☆ Distribute buttons and posters – visit www.childcareontario.org for an order form for free materials including posters and buttons.
- ☆ Host an appreciation breakfast, lunch or dinner.

Municipalities

- ☆ Ensure celebration activities in municipally run child care centres.
- ☆ Encourage local Councilors to tour a child care centre or early learning program to learn more about the work of ECE's. Event could also generate media coverage in local papers.
- ☆ Take out an ad in the local newspaper.
- ☆ Take nominations from local child care centres for outstanding staff to be recognized by the Mayor through a letter, announcement or event.
- ☆ Distribute information on the day to all centres and agencies with child care staff.
- ☆ Make a large order of mugs, key chains or post-it notes for distribution in your community.
- ☆ Organize a community-wide celebration to recognize individual staff or centres and programs.

School Boards

- ☆ Encourage school board trustees to tour an early learning program to learn more about the work of ECE's. Event could also generate media coverage in local papers.
- ☆ Arrange to have the day announced on the school PA with the morning announcements.
- ☆ Notify parents in advance. Set up a "Wall of Fame" for parents to help in writing words of thanks to each of the staff. Laminate afterwards for the staff to keep.
- ☆ Notify other staff in the school and host an event with cake or dessert in the staff room.

Local Child Care Centres, Boards of Directors

- ☆ Distribute carnations to staff working in child care centres.
- ☆ Start the day right with a breakfast. Distribute buttons and posters and certificates of appreciation to all staff.

(See over...)

- ☆ Have the board of directors take the staff out for dinner and an evening of fun.
- ☆ Host an afternoon tea party (with desserts provided by parents) for all the staff and children.
- ☆ Host coffee, tea, and treats from 4:00 pm. to 7:30 pm. to accommodate staff finishing shifts.
- ☆ Give each staff member a certificate of appreciation.
- ☆ Have the board of directors send out a notice to each family and ask that they contribute a fruit, jam, tea, to fill a basket for all the staff.
- ☆ Have the Board of Directors provide homemade cards and chocolates.
- ☆ Make a bulletin board with posters and place the certificates of appreciation on the board.
- ☆ Host a Child Care Worker and Early Childhood Educator Appreciation Day event with a guest motivational speaker and refreshments.
- ☆ Set up a "Wall of Fame" for parents to help in writing words of thanks to each of the staff. Laminate afterwards for the staff to keep.
- ☆ Have the board of directors send a letter to all families and board members accompanied by a cut-out of a hand. Ask parents to write a note to staff on the hand as a way of "giving the staff a hand" for a job well done. Then display the hands in the centre.
- ☆ Put up a big poster with the staff's 'bios' and photo and have the parents sign a message on it.
- ☆ Distribute cards hand made by children and parents.
- ☆ Send staff a letter from the board thanking them for their commitment to children and families.
- ☆ Make a donation on behalf of the staff to a shelter for women and children in your community.
- ☆ Host a pizza lunch for the staff.
- ☆ Have the Board of Directors host an evening of celebration for all staff in honour of Child Care Worker and Early Childhood Educator Appreciation Day.
- ☆ Have community businesses sponsor the day and give discounts and gifts to all staff or provide door prizes for appreciation events, or gift bag items.

This is just a short list of activities - there are many things you can do to recognize and celebrate the valuable role child care staff play in the lives of children, families and communities. Please contact the OCBCC for further information, posters, buttons and certificates of appreciation.

Ontario Coalition for Better Child Care
 Phone: 416-538-0628 x 2 / toll-free 1-800-594-7514 x 2
 Email at katie@childcareontario.org

12th Annual Child Care Worker & Early Childhood Educator Appreciation Day

October 24, 2012

Resolution

Whereas years of research confirms the benefits of high quality child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

Whereas child care promotes the well-being of children and responds to the needs of parents, child care workers and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

Whereas Many studies show trained and knowledgeable Early Childhood Educators and child care staff are the most important element in quality child care, and that good wages and working conditions are associated with higher job satisfaction and morale, lower staff turnover which leads to high quality education and care;

Therefore Be It Resolved that October 24, 2012 be designated the 12th annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

:us/ cope491



**Child Care Worker and Early Childhood
Educator Appreciation Day
October 24, 2012**

Materials Request Form
Materials are Bilingual (English / French)

Theme "We are....Passionate Leaders; Nous sommes... leaders passionnés"

- Please send the following items:

Number of Buttons _____

Number of Posters _____

A template Certificate of Appreciation will be automatically sent with each request.

Quantities are limited so please order only what you need! PLEASE PRINT!

Name: _____ Tel.# _____

Organization: _____

Address: _____

City: _____ Prov. _____ Postal Code: _____

Email Address: _____

Return this form by Wed October 17 to:

Fax: 416-538-6737

Mail: OCBCC, 489 College St., Suite 206, Toronto, ON M6G 1A5

E-Mail: campaigns@childcareontario.org

TOWN OF FORT FRANCES

BY-LAW NO. 39/12

(Being a by-law to authorize the entering into of certain lease renewal agreements at the Fort Frances Municipal Airport - the Municipal Act, 2001, S.O. 2001, c. 25.)

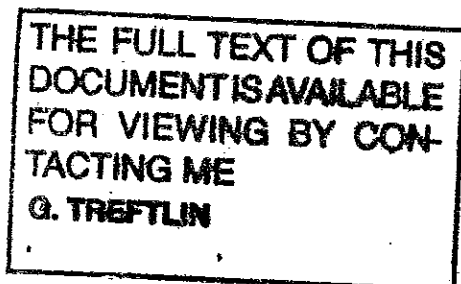
WHEREAS on June 25th, 2012, Council authorized the entering into of certain hangar lot lease renewal agreements at the Fort Frances Municipal Airport.

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

1. That the following lease renewal agreements in the form attached hereto as schedules to this by-law be approved for the Mayor and Clerk to sign and fix the Corporate Seal thereto:
 - a) 427112 Ontario Limited, for the term May 15, 2012 to May 14, 2017, being Schedule "A",
 - b) Melaire Ltd., for the term June 1, 2012 to May 31, 2017, being Schedule "B".

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 24th day of September 2012.



TOWN OF FORT FRANCES

BY-LAW NO. 40/12

(Being a by-law to accept a proposal/contract for services from Tetra Tech WEI Inc. - the *Municipal Act, 2001*, R.S.O. 2001, c.25.)

WHEREAS on September 10th, 2012, Council approved a report from the Manager of Operations & Facilities wherein the Operations & Facilities Executive Committee recommended the acceptance of a proposal for services from Tetra Tech WEI Inc. for a landfill capacity assessment and land survey.

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

1. That the proposal/contract for services with Tetra Tech WEI Inc. as recommended for acceptance on September 10th, 2012 by the Operations & Facilities Executive Committee be approved for the Mayor and Clerk to sign and affix the Corporate Seal thereto.

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

READ THREE TIMES and finally passed in open Council this 24th day of September 2012.

September 4, 2012

Mayor Avis Roy and Council
Town of Fort Frances
320 Portage Avenue,
Fort Frances, ON P9A 3P9

Dear Mayor Roy and Council,

NOMA recently sent a letter to Prime Minister Stephen Harper on behalf of NOMA's 37 member communities, asking that he rescind the decision to close the Experimental Lakes Area (ELA) research station south of Vermillion Bay, citing the fact that this is a world-renowned freshwater and fisheries research facility and the only place in the world where experiments can be performed on whole lakes with minimal external influence".

As a means of reinforcing the importance of this request, municipalities across Northwestern Ontario are passing their own resolutions- Kenora, Dryden, Ear Falls, and most recently Thunder Bay to name a few.


Environment North understands the value of this irreplaceable facility, and respectfully asks that your municipal council follow suit. A suggested resolution is as follows.

Given that the 37 municipalities of the Northwestern Ontario Municipal Association (NOMA) have agreed that the Experimental Lakes Area (ELA) represents a globally unique and valuable research facility for the study of freshwater ecosystem dynamics, and that it is important to ensure continued federal funding for this facility, the duly elected Council of the Town of Fort Frances hereby calls upon the Federal Government to reverse its May 17, 2012 decision to close the Experimental Lakes Area east of Kenora, and that it continue to fund and support the facility for a period of at least 5 years, or until equivalent alternative funding and support is in place.

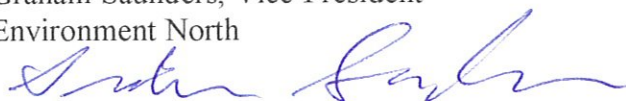
And further, that a copy of this resolution be forwarded to the Right Honourable Stephen Harper, Prime Minister of Canada, and copied to Honourable Peter Kent, Minister of Environment, Honourable Keith Ashfield, Minister of Fisheries and Oceans, Mr. Greg Rickford, M.P. Kenora, Mr John Rafferty, MP Thunder Bay-Rainy River, and Mr. Bruce Hyer, MP Thunder Bay Superior North.

Is it possible to consider this resolution at the earliest possible Council meeting, as time is of the essence. If you need clarification, please go to environmentnorth@gmail.com

(Environment North has been studying, and sharing expertise on environmental issues affecting our region for 40 years. Go to www.environmentnorth.ca for details)

Sincerely,

Charlene Rogers, President

Graham Saunders, Vice-President
Environment North





"AMO Communications"
<Communicate@amo.on.ca>

13/09/2012 09:00 AM

Please respond to
AMOWatchFileTeam@amo.on.ca

To klawson@fort-frances.com

cc

bcc

Subject AMO Watch File - September 13, 2012

AMO Watch File not displaying correctly? [View the online version](#) | [Send to a friend](#)
Add Communicate@amo.on.ca to your safe list



Watch File



September 13, 2012

In This Issue

- Sample idea for AMO's There's Got to be a Better Way campaign.
- MPAC strategy targets significant savings.
- Asset management funding announced through Municipal Infrastructure Strategy.
- Funding for community anniversaries available - application deadline September 30th.
- Canada and United States renew Great Lakes Treaty.
- Counties, Regions & Single Tier Symposium - Collaborate. Innovate. Discover. October 25 & 26.
- How are you going to cope with rising energy prices and Regulation 397/11?
- Access the new Municipal Resource Directory!
- OMKN collaborates with Parks and Recreation Ontario on Customer Survey Tool.
- Career opportunities with the City of Cornwall, Town of Gravenhurst and Durham Region.

AMO Matters

AMO wants to hear from Ontario municipalities because we believe that you have valuable advice to share when it comes to stretching a dollar. Read our [sample submission](#) and then [send us your practical ideas](#) on how the Ontario government can improve program delivery, promote efficiency and create savings.

Provincial Matters

MPAC launched a [new four-year strategy](#) to all its employees at a meeting in Toronto Wednesday. The strategy targets savings of as much as \$20 million over four years through "innovation and other initiatives."

The Minister of Infrastructure, Bob Chiarelli, has announced the first phase of the [Municipal Infrastructure Strategy](#), including \$8.25 million for [asset management](#) by small, rural and Northern municipalities. To access this funding, municipalities must apply by October 22nd, 2012.

Federal Matters

Municipalities may apply for funding through the Building Communities Through Arts and Heritage (BCAH) program by September 30th. More information at the [Department of Canadian Heritage's](#) website.

The federal government has renewed the [Great Lakes Water Quality Agreement](#) with the U.S. The Agreement requires action to reduce pollutants and nutrients in the Great Lakes and will have implications for municipal water, wastewater and storm water management.

Eye on AMO/LAS Events

Oct 25 & 26: [Counties, Regions & Single Tier Symposium](#) to tackle topics including homelessness, end

of operating agreements, Ontario's aging population and more. Space limited, register today.

Register now for the December 6 [Connections Energy Symposium](#) to find out where prices might be headed and how to comply with the Energy Conservation Plans regulation due July 1, 2013.

Ontario Municipal Knowledge Network (OMKN)

A key new tool for CAOs and City Managers, the [Municipal Resource Directory \(MRD\)](#), consolidates information on programs and services targeted to municipalities in one convenient document.

Parks and Recreation Ontario, in partnership with the Ontario Municipal Knowledge Network, has created a [unique resource](#) to help municipalities ensure success in parks and recreation service delivery.

Career Opportunities

[CAO - City of Cornwall](#). The Chief Administrative Officer is responsible to City Council for providing vision and leadership. The deadline for submissions is September 28, 2012.

[CAO - Town of Gravenhurst](#). Applicants are invited to apply by 4:30 pm, September 28, 2012, to CivicSolutions+ Inc, c/o Town of Gravenhurst, 3-5 Pineridge Gate, Gravenhurst, ON P1P 1Z3. Attention: C. D. Weldon; (705) 687-7016 (fax); HumanResources@gravenhurst.ca.

[Manager, Economic Development, Strategic Initiatives - Region of Durham](#). To learn more about this opportunity, please visit our [website](#) and apply directly to Job ID 4279.

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 Team](#)

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services Limited](#)

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

[OMKN Ontario Municipal Knowledge Network](#)

[Media Inquiries](#) Tel: 416.729.5425

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

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



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<Communicate@amo.on.ca>

20/09/2012 09:04 AM

Please respond to
AMOWatchFileTeam@amo.on.ca

To klawson@fort-frances.com

cc

bcc

Subject AMO Watch File - September 20, 2012

AMO Watch File not displaying correctly? [View the online version](#) | [Send to a friend](#)
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Association of
Municipalities of Ontario

Watch File



September 20, 2012

In This Issue

- New provincial licensing policy for private natural gas wells.
- Asset management funding announced through Municipal Infrastructure Strategy.
- Ontario to introduce *Local Food Act*.
- New Private Member's Bill introduced that impacts municipalities.
- Arts makes cent\$ at the 2012 Counties, Regions & Single Tier Symposium.
- Connections Energy Symposium will Spark Change December 6, 2012.
- LAS helps you lower your group benefits costs.
- Access the new Municipal Resource Directory!
- OMKN collaborates with Parks and Recreation Ontario on Customer Survey Tool.
- 2011 Financial Information Returns now available on MIDAS.
- Career opportunities with the City of Cornwall and Town of Aurora.

Provincial Matters

The new policy applies to the operation of unlicensed private gas wells drilled prior to June 27, 1997. To help operators obtain a license, the Ministry of Natural Resources is offering an incentives program to ensure compliance. Information is available on the Ministry's [website](#) or by calling 1-888-990-0902.

The Minister of Infrastructure, Bob Chiarelli, has announced the first phase of the [Municipal Infrastructure Strategy](#), including \$8.25 million for [asset management](#) by small, rural and Northern municipalities. To access this funding, municipalities must apply by October 22nd, 2012.

Ontario is planning to [introduce a bill](#) that supports, promotes and celebrates the good things grown and made in Ontario.

A [Private Member's Bill](#) was introduced and received First Reading: *Bill 121, Ability to Pay Act, 2012* .

Eye on AMO/LAS Events

Over 10.9 million Ontarians attended an arts, heritage or cultural event/facility in 2010. Simply put Arts makes cent\$, learn more at the [2012 Counties, Regions and Single Tier Symposium](#) Oct 25 & 26 at Blue Mountain.

What we do today impacts tomorrow. Sessions at the [2012 Connections Energy Symposium](#) look to Spark Change. With topics ranging from energy policy and programs; to how we think, learn and communicate; to customer connections, this is an event you can't afford to miss.

LAS

Continue to be frustrated by ever-rising group benefit costs? LAS' [Group Benefits Consortium Program](#)

offers average savings of 12% at time of enrollment and very competitive renewal rates. Members also have full flexibility related to plan design to accommodate any collective agreement requirements. Request a no-obligation quote from LAS today to see what you can save.

Ontario Municipal Knowledge Network (OMKN)

A key new tool for CAOs and City Managers, the Municipal Resource Directory (MRD), consolidates information on programs and services targeted to municipalities in one convenient document.

Parks and Recreation Ontario, in partnership with the Ontario Municipal Knowledge Network, has created a unique resource to help municipalities ensure success in parks and recreation service delivery.

Municipal Wire *

The 2011 Financial Information Returns are now available to Municipal Information & Data Analysis System (MIDAS) users. MIDAS is a web-based tool that provides access to the FIRs and Municipal Performance Measure Program (MPMP) schedule data for all Ontario municipalities.

Career Opportunities

City Clerk – City of Cornwall. Please submit resumes by October 15, 2012 to: The Corporation of the City of Cornwall/File #12-39, 360 Pitt Street/P.O. Box 877, Cornwall, ON K6H 5T9. Email: hr@cornwall.ca, Fax: (613) 930-7417.

Labourer/Seasonal (Roads) (November 2012 - April 2013) - Town of Aurora. Please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, ON, L4G 6J1, or, email to: hr@aurora.ca by September 25, 2012.

About AMO

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

AMO Contacts

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Policy and Funding Programs

LAS Local Authority Services Limited

MEPCO Municipal Employer Pension Centre of Ontario

OMKN Ontario Municipal Knowledge Network

Media Inquiries Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

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<communicate@amo.on.ca>

18/09/2012 04:11 PM

To <ravis@fort-frances.com>

cc

bcc

Subject AMO Breaking News - Ontario PC Party Introduces "Ability to Pay Act, 2012"

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

September 18, 2012

Ontario Progressive Conservative Party Introduces "Ability to Pay Act, 2012"

Issue: Arbitration Process

Background:

On September 12, 2012, a Private Member's Bill was introduced which contains the PC Party of Ontario's proposed changes to the current arbitration system.

The *Act* highlights three key points:

- An arbitrator's decision must factor in specific economic and budgetary factors, like the taxpayers' ability to pay, when making decisions and to explain those decisions in writing;
- Establish a panel of independent arbitrators to decide public sector cases within three months; and
- Dedicate an "Ability to Pay Division" that would publish data and comparative information on compensation, as well as proactively disclose all arbitration decisions.

The *Act* is expected to go to the second reading on October 4, 2012. For more detailed information on the Bill, please visit the [Ontario PC's website](http://www.ontla.on.ca). The Bill is available at <http://www.ontla.on.ca>. AMO is analyzing the Bill and will keep members informed of this and its on-going status.

Earlier this year, the government wrote municipalities indicating that during the current legislative session it would re-introduce its arbitration provisions that were originally contained in its Budget Bill. Those provisions were not extensive and did nothing to clarify the ability to pay criteria. At this point, we are not aware of the government's plans, whether to work with this Bill or introduce its own.

AMO and others believe that the clarity on ability to pay is important to re-balancing the process in a way that supports accountability and transparency of decisions made by arbitrators since their decisions impact municipal costs, budgets and taxes. Arbitration continues to be an important issue to AMO and its members. Arbitration awards are contributing to ever rising emergency services costs across Ontario, rising faster than other municipal services, the cost of living and the rate of inflation. These

disproportionate increases stretch municipal budgets and draw funds away from other vital programs and services.

For more information, visit "Advocacy" at www.amo.on.ca.

AMO Contact: Monika Turner, Director of Policy, MTurner@amo.on.ca or 416-971-9856 Ext. 318.

PLEASE NOTE AMO Breaking News will be broadcast to the member municipality's council, administrator and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER These are final versions of AMO documents. AMO assumes no responsibility for any discrepancies that may have been transmitted with the electronic version. The printed versions of the documents stand as the official record.



<communicate@amo.on.ca>

19/09/2012 06:25 PM

To <ravis@fort-frances.com>

cc

bcc

Subject What does your municipal welcome mat look like?

Collaborate. Innovate. Discover

2012 Counties, Regions & Single Tier (CRST) Symposium

October 25 & 26, 2012 | Grand Central Lodge, Blue Mountain Resort

In Dire Need of Human Capital

How are municipalities attracting immigrants and what more can be done?

Ontario needs immigration to fuel its labour market, but recent statistics show that we are not keeping up. In our globally competitive world, developing processes and policies that attract newcomers to Ontario is more important than ever. Don't miss this must hear session, learn more about *Why Immigration Matters in Ontario* and other topics that will be covered at the Symposium in the attached flyer and registration form.

Additional sessions and details on the program can be found on the AMO website at www.amo.on.ca

Don't miss this opportunity to network and share ideas with your peers. Register today, and book your accommodations at Blue.

To register: You can register online at www.amo.on.ca or use the attached registration forms, you will require Adobe Reader to view the PDF.

To book accommodations: Please contact Blue Mountain Resort directly at 1.877.445.0231 or reserve online (<https://lodging.bluemountain.ca/booking/#availability>) using group code GRP103997

Attachments (1): pdf

If you have problems opening the attachment(s) please contact Nav Dhaliwal, Special Events & Business Development Coordinator at (416)



971-9856 ext. 330 or via e-mail at ndhaliwal@amo.on.ca CRST_Sept19.pdf

Collaborate. Innovate. Discover.

Counties, Regions, Single Tiers Symposium - 2012

25 - 26
October
2012

99.7%* of Ontario Can't Be Wrong

- What's your piece of the \$615 million* events and festival municipal tax revenue pie?
- What is the economic impact of the arts in Ontario?

Over 10.9 million* Ontarians attended an arts, heritage or culture event or facility in 2010. Simply put, **Arts makes Cent\$**. Real life case studies demonstrate how municipalities can work with the arts communities to generate revenue.

New Solutions to Old Problems

- What is social innovation?
- What are the new ideas or movements that can help with the challenges municipalities face?

Ontario's social innovation leaders take you on a journey to **uncover new ways to face the challenges** the current municipal funding models for our most vulnerable residents.

In Dire Need of a Human Capital Injection

- What makes Ontario attractive to immigrants?
- What does your municipal welcome mat look like?
- Is your municipality an immigrant-friendly community?

Immigration fuels the economy in Ontario. 42.1% of permanent residents to Canada settle in Ontario. **How are municipalities attracting immigrants and what more can be done?**

Location:

Grand Central Lodge, Blue Mountain

Hotel reservations:

Please call Blue Mountain resort at 1.877.445.0231 citing group code GRP103997 details on group rates can be found at AMO.on.ca

Symposium registration:

Download the registration form from AMO.on.ca or use the attached form.

Full program:

The complete program, including details on these sessions and more can be found on AMO.on.ca as well as on the new AMOMobile app.

AMOMobile available for download for Apple, Android and Blackberry products.

Get into the discussion.
Register today.



Counties, Regions & Single Tier Symposium Registration Form

Grand Central Lodge, Blue Mountain | October 25 & 26, 2012

PLEASE PRINT IN BLOCK LETTERS

First Name: _____ Last Name: _____

Title or Function: _____

Municipality/Organization: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Tel: _____ Fax: _____ E-mail: _____

REGISTRATION FEES (does not include hotel accommodation)

	Full Registration	Amount
AMO Member	\$450.00	_____
Provincial/Federal Government and Non-Members	\$550.00	_____
	add 13% HST \$	_____
	TOTAL DUE \$	_____

PAYMENT METHOD

Cheque Payable to: Association of Municipalities of Ontario 200 University Avenue, Suite 801 Toronto, Ont., M5H 3C6	<input type="checkbox"/> MasterCard <input type="checkbox"/> Visa
	Card Number: _____
	Name on Card: _____
	Expiry Date: _____
	Signature: _____
Refund Policy: Cancellations must be made in writing and received by AMO no later than September 21, 2012. An administration fee of \$75.00 plus 13% HST (\$84.75) will apply. Cancellations received after September 21, 2012 will not be refunded.	

PLEASE SEND COMPLETED REGISTRATION FORM TO:

Association of Municipalities of Ontario
 200 University Avenue, Suite 801,
 Toronto, ON., M5H 3C6
 Fax: 416.971.6191

The official venue and hotel for the CRST Fall Symposium is The Blue Mountain Resort in Collingwood, reservations can be made by contacting the resort by calling 1-877-445-0231 or visiting www.bluemountain.ca/lodging_online_reservations.htm using group code GRP103997. For room rate details please visit the AMO website at www.amo.on.ca



<communicate@amo.on.ca>

19/09/2012 05:12 PM

To <ravis@fort-frances.com>

cc

bcc

Subject Connections Energy Symposium - Spark Change

spark change

December 6th, 2012

Connections Energy Symposium

Energy policy and programming in Ontario is never boring. 2012 has certainly been no exception and many other changes look to have an impact in 2013. Connections aims to equip municipal, utility, and other broader public sector partners with the information and tools they need to comply with regulatory obligations, avoid cost increases, save money and protect the environment. Cost-saving measures, leading and cutting-edge technologies, and ideas for consideration will be presented at the 2012 Connections Energy Symposium on December 6 at the Sheraton Toronto Airport Hotel. Feed your need to learn and **spark change**.

Learn about what's on the agenda in the attached flyer and registration form

Date: December 6, 2012

Location: Sheraton Toronto Airport Hotel & Conference Centre, 801 Dixon Road

Hotel reservations: Reservations can be made directly with Sheraton Reservations at 1.800.325-3535 quoting code AML06A. The room rate is \$143 per night for a traditional room.

Register today: Space is limited at the Connections Energy Symposium. Last year was a record sell out - don't miss out get your registration in today. Register online at www.las.on.ca or via the attached registration form.

--

Nav Dhaliwal
Special Events and Business Development Coordinator
Association of Municipalities of Ontario (AMO)
Tel: 416-971-9856 ext. 330
Toll Free: 1-877-426-6527
Fax: 416-971-6191

For up to the date information on events visit www.amo.on.ca or follow us on twitter @AMOPolicy



Connections Flyer_Registration - Sep 17.pdf

Connections Energy Symposium

Program Preview

spark change

Energy policy and programming in Ontario is never boring. 2012 has certainly been no exception and many other changes look to have an impact in 2013.

The Details

Date:

December 6, 2012

Location:

Sheraton Toronto Airport Hotel & Conference Centre
801 Dixon Road

Hotel reservations:

Reservations can be made directly with Sheraton Reservations at 1.800.325-3535 quoting code AML06A. The room rate is \$143 per night for a traditional room.

The Sessions

The Symposium starts with a morning of plenary sessions:

Energy Prices - how will consumers manage? This session will look at how you can leverage the economics of electricity, energy storage and natural gas fuel alignment to help consumers understand the complexities of the industry and more importantly their own bills.

Train your Brain with Brian Thwaits. Give that three-pound organ inside your head an adjustment you'll never forget. This memorable and entertaining performance demonstrates how learning to use your brain better will significantly enhance the way you think, learn and communicate.

The Tracks

Track 1 - People

The People track focusses on the human element of energy planning, monitoring and measurement.

Topics include:

- LAS Energy Consulting Service
- Facilitated Networking have your questions answered by your peers and other experts in the field.
- Connecting with Customers

Track 2 - Places

The Places track looks at the physical structures we work in and with and how to make use of renewables, green building and DE solutions.

Topics include:

- Green Building Requirements and the Green Policy Hub
- Micro-Tri Generation of Electricity: A Showcase of Ryerson's CUE Projects

Track 3 - Assets & Resources

The Assets/Resources track features presentations around CDM, energy efficiency and programming and leveraging current resources in a cost effective manner.

Topics include:

- Union Gas Incentive Program
- Networking Support Groups & Funding Resources for Energy Planning
- and more...

Register

Space is limited at the Connections Energy Symposium. Last year was a record sell out - don't miss out get your registration in today.

Register online at www.las.on.ca or via the attached registration form.



Register Today



SHERATON TORONTO AIRPORT:
801 DIXON ROAD
DECEMBER 6, 2012

CONNECTIONS ENERGY SYMPOSIUM REGISTRATION

Mail with payment or fax to 416.971.6191 or register online at www.amo.on.ca

Energy policy and programming in Ontario is never boring. 2012 has certainly been no exception and many other changes look to have an impact in 2013. Connections aims to equip municipal, utility, and other broader public sector partners with the information and tools they need to comply with regulatory obligations, avoid cost increases, save money and protect the environment. Cost-saving measures, leading and cutting-edge technologies, and ideas for consideration will be presented at the 2012 Connections Energy Symposium on December 6 at the Sheraton Toronto Airport Hotel. Feed your need to learn and **spark change**.

First Name _____ Last Name _____

Title _____

Municipality/Organization _____

Mailing Address _____

City _____ Province _____

Postal Code _____ E-mail _____

Phone _____ Fax _____

Special Requirements (dietary, health, other...) _____

Conference Registration Fee: fees below are subject to a 13% HST charge.

	Early Bird Rate By October 19, 2012		Regular Rate After October 19, 2012	
	MEMBER	NON-MEMBER*	MEMBER	NON-MEMBER*
Symposium Full Rate	\$ 225	\$ 240	\$ 240	\$ 265

*Non-member rate includes Provincial and Federal Government.

Payment must be made in full prior to the conference. Please note the Conference Organizer's reserve the right to refuse entry to any delegate as it deems fit.

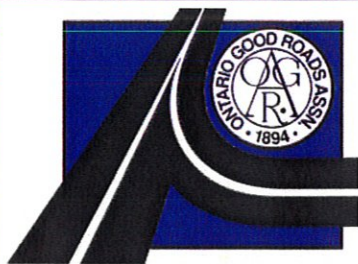
Payment Summary: Registration Fee \$ _____ + 13% HST = \$ _____

<input type="checkbox"/> Cheque payable to: Local Authority Services Limited 200 University Avenue, Suite 801 Toronto, ON., M5H 3C6	<input type="checkbox"/> Mastercard		<input type="checkbox"/> Visa
	Card #		
	Name on Card		
	Expiry Date		
	Signature		
Cancellation Policy: Cancellations must be made in writing and received by AMO no later than November 2, 2012. An administration fee of \$ 75.00 + 13% HST (\$84.75) will apply. Cancellations received after November 2, 2012 will not be refunded.			

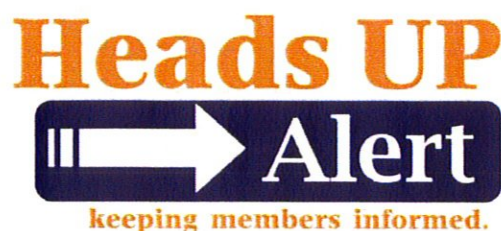
We will be presenting an interactive panel at the Symposium, to assist us in the preparation of this could you please answer the following questions:

What specific project, policy, or program that you have undertaken has been the most successful? _____

What specific project, policy, or program would you like to learn more about? _____



Working for Municipalities



September 19, 2012

Five Year Extension Granted on the Use of Handheld Devices for Municipal Employees

The Ontario Ministry of Transportation recently released Ontario Regulation 253/12, its regulatory amendments to the legislation governing the use of handheld communications devices while driving.

Under the old legislation, those engaged in public works activities were provided a blanket exemption that was to expire on January 1, 2013. During the consultation period to develop the new regulation, OGRA had asked the Minister of Transportation to grant a permanent exemption for public works staff members that use such devices during the course of their jobs.

In the amendments that were released on September 6, the sunset clause of "January 1, 2013" was repealed from Sections 11(1) and 11(2). The amendment goes further and revokes the entire clause and the exemption on January 1, 2018. This in effect provides municipal public works officials with a further five years exemption to the ban on the use of handheld devices while driving.

To read the full Regulation please refer to: http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_090366_e.htm

The mandate of the Ontario Good Roads Association is to represent the infrastructure interests of municipalities through advocacy, consultation, training and the delivery of identified services.

For more information, please visit ogra.org.

ONTARIO GOOD ROADS ASSOCIATION
1525 Cornwall Road, Unit 22 Oakville L6J 0B2
289-291-OGRA (6472)



FCM President
<president@fcm.ca>

18/09/2012 01:54 PM

Please respond to
diamondjubilee@fcm.ca

To ravis@fort-frances.com

cc

bcc

Subject Second round of nominations for the Queen's Diamond Jubilee Medal

Dear colleagues:

The Diamond Jubilee marks the 60th anniversary of Her Majesty Queen Elizabeth II's accession to the Throne as Queen of Canada. The Medal Program is the centrepiece of a year-long series of Jubilee year celebrations organized by the Government of Canada. It is anticipated that some 60,000 deserving Canadians will be recognized with a Jubilee medal.

In consultation with the Government of Canada, we are now launching a second round of nominations with a new deadline in order to open this honour to more Canadians. All members of council and all municipal officials may nominate as many additional candidates as they consider deserving of the Queen's Diamond Jubilee Medal.

Nominations already submitted are unaffected. In addition, those nominated as alternates will also receive a medal, providing they meet the [criteria](#). If you have any objections to your alternate candidate receiving a medal, please [contact FCM](#).

The new deadline for nominations is December 31, 2012. I urge you to advise all members of council and all municipal officials of this expanded opportunity to honour deserving members of your community.

Nominations are made by completing the online [nomination form](#) and clicking on the submit button. To learn more about the Jubilee Medal Program, please visit the [Governor General's website](#).

Sincerely,

Karen Leibovici President, FCM Councillor, City of Edmonton



Fact Sheet

Office of the Secretary to the Governor General

QUEEN ELIZABETH II DIAMOND JUBILEE MEDAL



A new commemorative medal was created to mark the 2012 celebrations of the 60th anniversary of Her Majesty Queen Elizabeth II's accession to the Throne as Queen of Canada. The Queen Elizabeth II Diamond Jubilee Medal is a tangible way for Canada to honour Her Majesty for her service to this country. At the same time, it serves to honour significant contributions and achievements by Canadians.

During the year of celebrations, 60 000 deserving Canadians from across the country and various walks of life will be recognized.

The Chancellery of Honours, as part of the Office of the Secretary to the Governor General, administers the Queen Elizabeth II Diamond Jubilee Medal program.

Eligibility criteria

To be eligible for this honour, a person must:

- Be a Canadian citizen or a permanent resident of Canada, but need not necessarily reside in Canada;
- Have made a significant contribution to a particular province, territory, region or community within Canada, or an achievement abroad that brings credit to Canada; and
- Be alive on February 6, 2012, the 60th anniversary of Her Majesty's accession to the Throne. The medal can be awarded posthumously, as long as the recipient was alive on that date.

Nomination process

To ensure that a variety of fields of activity are recognized, partner organizations have been invited to nominate candidates from their community or organization for this national honour.

Members of the general public are welcome to contact the offices of members of Parliament, senators, lieutenant governors, territorial commissioners, or provincial and territorial premiers to suggest names of candidates.

Recommendations can also be made for individuals affiliated with non-governmental organizations participating in this program. The list of partner organizations that can submit nominations is posted on www.gg.ca/diamondjubilee.

Description of the medal

The obverse depicts a crowned image of the Sovereign, in whose name the medal is bestowed. The reverse marks the sixtieth, or diamond, anniversary of the accession to the Throne of Her Majesty Queen Elizabeth II. The anniversary is expressed by the central diamond shape, by the background composed of a pattern of diamonds, and by the two dates. The Royal Cypher consists of the Royal Crown above the letters EIIR (i.e., Elizabeth II Regina, the latter word meaning Queen in Latin). The maple leaves refer to Canada, while the motto VIVAT REGINA means "Long live The Queen!"

The ribbon uses a new arrangement of the blue, red and white colours found in the 1953 Coronation Medal, the 1977 Silver Jubilee Medal, and the 2002 Golden Jubilee Medal.

The design of the Diamond Jubilee Medal was created by the Canadian Heraldic Authority.

The medal is composed of nickel silver and features a proof finish and will be manufactured by the Royal Canadian Mint at their Ottawa facility. For more information, please visit www.mint.ca.

Diamond Jubilee Nomination

Honorary Title (if applicable)

- ☐ None
- ☐ Chief
- ☐ His Excellency
- ☐ His Excellency the right Honourable
- ☐ His Honour
- ☐ His Honour the Honourable
- ☐ His Worship
- ☐ The Honourable

Rank (if applicable)

- ☐ None
- ☐ Able Seaman
- ☐ Acting Sub-Lieutenant
- ☐ Brigadier-General
- ☐ Captain
- ☐ Captain (N)
- ☐ Chief Petty Officer 1st class
- ☐ Chief Petty Officer 2nd class

Name of candidate as it will appear on certificate ***Candidate's civic address ***

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Gender *

- ☐ Male
- ☐ Female

Language *

Age Group *

- ☐ Child
- ☐ Youth
- ☐ Teenager
- ☐ Adult
- ☐ Senior

Summary *

Maximum Allowed: 200 words. *Currently Used: 0 words.*

Your contact information

Name *

First Last

Address *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Email *

Phone Number *

#####

Ship Medal to: *

- ☐ Sponsor
- ☐ Recipient
- ☐ Other

Shipping Contact Name *

First Last

Shipping Contact Phone Number *

 - -

#####

Shipping Address *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Applicant: Paul Elmer Johnson

Date of Decision: 17 September 2012

File No.: A8/2012

Date of Notice: 19 September 2012

Property Address: 421 First St. E.

Last Date for Appeal: 9 October 2012

NOTICE OF DECISION

for Minor Variance or Special Permission

Section 45 of the Planning Act

TAKE NOTICE THAT at the meeting held September 17, 2012, the Committee of Adjustment approved a minor variance to reduce the minimum required floor area of each of the dwelling units in this building. This variance also recognized the legal non-conforming use of the structure that resulted from the conversion of the building in 1962.

A certified copy of the Decision is attached and provides the reasons for the decision made. If conditions were imposed, it is your responsibility to fulfil those conditions within the time period specified, if any and to provide written confirmation to the office of the Municipal Planner. Failure to do so will render approval null and void.

FURTHER TAKE NOTICE THAT decisions made and/or conditions imposed by the Committee may be appealed to the Ontario Municipal Board. The Planning Act, at Section 45(12) to 45(14) provides that a decision of the Committee becomes final and binding unless an appeal is filed within twenty (20) days of the making of the decision. Additional information can be obtained by contacting the Office of the Municipal Planner or accessing the government website at www.e-laws.gov.on.ca.

The last day for appealing this decision is noted above. To appeal the decision and/or conditions to the Ontario Municipal Board, send a letter outlining the reasons for the appeal together with the appeal fee of \$125.00 for each application appealed, payable by cheque payable to the Ontario Minister of Finance to:

Town of Fort Frances
320 Portage Avenue
Fort Frances, On
P9A 3P9

If this application was submitted in contemplation of construction and you wish to obtain a building permit prior to the expiration of the appeal period, please contact the writer for additional information.

You will be advised by letter if an appeal has been filed.

N. Faye Platt, AMCT, ACST, CPT
Municipal Planner/Committee Secretary-Treasurer
Telephone: (807) 274-5323 (ex. 275)

TOWN OF FORT FRANCES
320 Portage Avenue, Fort Frances, On P9A 3P9
COMMITTEE OF ADJUSTMENT DECISION

AGENDA ITEM #9.5

File No.

A 8/2012

Date of Hearing 17 September 2012	Date of Decision 17 September 2012	
Name of Applicant Paul Johnson	Address of Property 421 First St. E.	Property Roll No. 2-2-114
IN THE MATTER OF Section 45 of The Planning Act for Minor Variance from the Zoning By-Law #8/98, and an application for <input checked="" type="checkbox"/> minor variance to or <input type="checkbox"/> permission to allow permit the three dwelling units within the existing structure to have less than the minimum floor area of 75 sq. metres required by section 3.41 of Zoning By-Law #8/98.		

DECISION:

The request is hereby: ☐ Denied or ☒ Granted

Subject to the following Conditions:

None

attached ☐

Reasons for Committee's Decision:

1. The variance will legalize an error created from a number of years ago.
2. No adverse affects are anticipated for either the subject or adjacent properties.
3. There were no objections to the application.

Members concurring in Decision:

Doug KITOWSKI

absent on leave
Bill MARTIN

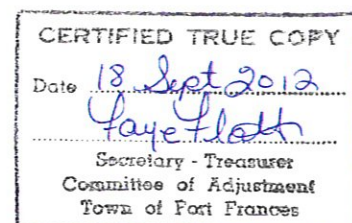
Gary ROGOZINSKI

absent
Alan ZUCCHIATTI

~~absent~~
Cindy MASON

Peter SAS

Elissa WILLIAMSON



Applicant: Paul Elmer Johnson

Date of Decision: 17 September 2012

File No.: A9/2012

Date of Notice: 18 September 2012

Property Address: 237 Church Street

Last Date for Appeal: 9 October 2012

NOTICE OF DECISION

for Minor Variance or Special Permission

Section 45 of the Planning Act

TAKE NOTICE THAT at the meeting held September 17, 2012, the Committee of Adjustment approved an application to permit an enlargement of a legal non-conforming use for the property referenced above, specifically to permit the conversion of the existing office space to residential use.

A certified copy of the Decision is attached and provides the reasons for the decision. If conditions were imposed, it is your responsibility to fulfil those conditions within the time period specified, if any, and to provide written confirmation to the office of the Municipal Planner. Failure to do so will render approval null and void.

FURTHER TAKE NOTICE THAT decisions made and/or conditions imposed by the Committee may be appealed to the Ontario Municipal Board. The Planning Act, at Section 45(12) to 45(14) provides that a decision of the Committee becomes final and binding unless an appeal is filed within twenty (20) days of the making of the decision. Additional information can be obtained by contacting the Office of the Municipal Planner or accessing the government website at www.e-laws.gov.on.ca.

The last day for appealing this decision is noted above. To appeal the decision and/or conditions to the Ontario Municipal Board, send a letter outlining the reasons for the appeal together with the appeal fee of \$125.00 for each application appealed, payable by cheque payable to the Ontario Minister of Finance to:

Town of Fort Frances
320 Portage Avenue
Fort Frances, On
P9A 3P9

If this application was submitted in contemplation of construction and you wish to obtain a building permit prior to the expiration of the appeal period, please contact the writer for additional information.

You will be advised by letter if an appeal has been filed.

N. Faye Platt, AMCT, ACST, CPT
Municipal Planner/Committee Secretary-Treasurer
Telephone: (807) 274-5323 (ex. 275)

TOWN OF FORT FRANCES
320 Portage Avenue, Fort Frances, On P9A 3P9
COMMITTEE OF ADJUSTMENT DECISION

AGENDA ITEM #9.5

File No.

A 9/2012

Date of Hearing 17 September 2012	Date of Decision 17 September 2012	
Name of Applicant Paul Elmer Johnson	Address of Property 237 Church St.	Property Roll No. 2-7-028
IN THE MATTER OF Section 45 of The Planning Act for Minor Variance from the Zoning By-Law #8/98, and an application for <input type="checkbox"/> minor variance to or <input checked="" type="checkbox"/> permission to allow the conversion of existing office space to residential use thereby enlarging the legal non conforming use		

DECISION:

The request is hereby: ☐ Denied or ☒ **Granted**

Subject to the following Conditions:

None

attached ☐

Reasons for Committee's Decision:

1. No adverse affects are anticipated for either the subject or adjacent properties.
2. . There were no objections to the application.

Members concurring in Decision:

Doug KITOWSKI

absent on leave
Bill MARTIN

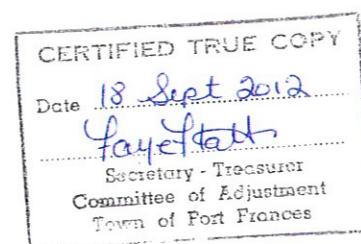
Gary ROGOZINSKI

~~absent~~
Alan ZUCCHIALATI

~~absent~~
Cindy MASON

Peter SAS

Elissa WILLIAMSON



Applicant: Gerhard & Mary Polz

Date of Decision:

17 September 2012

File No.: A10/2012

Date of Notice:

19 September 2012

Property Address: 1505 School Road

Last Date for Appeal:

9 October 2012

NOTICE OF DECISION

for Minor Variance or Special Permission

Section 45 of the Planning Act

TAKE NOTICE THAT at the meeting held September 17, 2012, the Committee of Adjustment denied your request for minor variance to reduce the minimum front yard setback from 7.5 metres to 2.97 metres.

A certified copy of the Decision is attached and provides the reasons for the decision made. If your application was approved and conditions imposed, it is your responsibility to fulfil those conditions within the time period specified, if any and to provide written confirmation to the office of the Municipal Planner. Failure to do so will render approval null and void.

FURTHER TAKE NOTICE THAT decisions made and/or conditions imposed by the Committee of Adjustment may be appealed to the Ontario Municipal Board. The Planning Act, at Section 45(12) to 45(14) provides that a decision of the Committee becomes final and binding unless an appeal is filed within twenty (20) days of the making of the decision. Additional information can be obtained by contacting the Office of the Municipal Planner or accessing the government website at www.omb.gov.on.ca.

The last day for appealing this decision is noted above. To appeal the decision and/or conditions to the Ontario Municipal Board, send a letter outlining the reasons for the appeal together with the appeal fee of \$125.00 for each application appealed, payable by cheque payable to the Ontario Minister of Finance to:

Town of Fort Frances
320 Portage Avenue
Fort Frances, On
P9A 3P9

If this application was submitted in contemplation of construction and you wish to obtain a building permit prior to the expiration of the appeal period, please contact the writer for additional information.

You will be advised by letter if an appeal has been filed.

N. Faye Flatt, AMCT, ACST, CPT

Municipal Planner/Committee Secretary-Treasurer

Telephone: (807) 274-5323 (ex. 275)

TOWN OF FORT FRANCES
320 Portage Avenue, Fort Frances, On P9A 3P9
COMMITTEE OF ADJUSTMENT DECISION

AGENDA ITEM #9.5

File No.

A 10/2012

Date of Hearing 17 September 2012	Date of Decision 17 September 2012	
Name of Applicant Gerhard & Mary Polz	Address of Property 1505 School Rd	Property Roll No. 3-7-202
IN THE MATTER OF Section 45 of The Planning Act for Minor Variance from the Zoning By-Law #8/98, and an application for <input checked="" type="checkbox"/> minor variance to or <input type="checkbox"/> permission to allow reduce the front yard setback required in section 4.1.2(iii)(a) of Zoning By-Law #8/98 to permit the construction of a carport attached to the north portion of the existing residential dwelling <i>from 7.5 m to 2.97 m.</i>		

DECISION:

The request is hereby: ☒ Denied or ☐ Granted

Subject to the following Conditions:

_____ attached ☐

Reasons for Committee's Decision:

1. *The variance is not considered minor.*
2. *not consistent with adjacent properties*
3. *Lot coverage would have been exceeded and the intent of the zoning by-law would not be maintained.*

Members concurring in Decision:

Doug KITOWSKI

absent on leave

Bill MARTIN

Gary ROGOZINSKI

absent *Alan Zucchiatti*

Alan ZUCCHIATTI

absent *Cindy Mason*

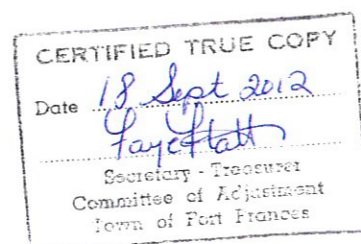
Cindy MASON

Peter SAS

Peter SAS

Elissa Williamson

Elissa WILLIAMSON



**PLANNING & DEVELOPMENT EXECUTIVE COMMITTEE
MINUTES OF MEETING**



Place: Civic Centre Committee Room

Date: 2012 July 16th

Time: 0830 hours

Meeting Session No. 23

Present:

PDEC; J. Albanese, S. Tibbs, R. Wiedenhoeft, R. Hallam

Delegations; E. Haglund, M. Snieder, P&C Williamson

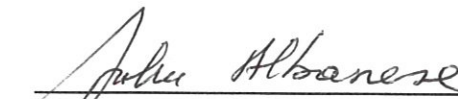
Others; R. Avis, M. McCaig, D. Brown, A. Byrnes, P. Briere

Disclosure of pecuniary interest;

- No disclosure of pecuniary interest expressed.

Items discussed & disposition thereof;

- Moved & Seconded (Wiedenhoeft/Tibbs) that the minutes of the meeting held 2012 June 18th be accepted as circulated.
- Request dated 2012 June 20th from E. Haglund re; Property Issue
 - All parties participated in an open discussion regarding Mr. Haglund's issues of concern.
 - Mr. Haglund spoke to his various issues of concern.
 - Messrs. Snieder & Williamson provided their input and responses.
 - Messrs. Haglund, Williamson & Snieder were advised by the executive committee that their issues were of a nature that must be resolved amongst themselves.
- 2011 Strategic Plan Initiative re; Property Standards Oversight Committee.
 - Committee members decided to each take a section of the town and complete their drives around at individual convenience.
 - Info to come back to a future meeting.


Chairperson


Committee Administrator



Sherry George/Frances
18/09/2012 11:26 AM

To robff49@yahoo.ca, jkstitchnsew@hotmail.com,
dballard@fortfrances.com, rurlroot@xplornet.com,
thestand@jam21.net
cc Jason Kabel/Frances@Frances, Kathy
Lawson/Frances@Frances

bcc

Subject Museum Advisory Committee Meeting minutes Sept 17

FORT FRANCES MUSEUM ADVISORY COMMITTEE

Meeting: Mon Sept 17, 2012, 4:15 p.m.

Present: Bruce Caldwell, Robert Schulz, Debbie Ballard

Committee Secretary: Sherry George Guests:

Minutes from last meeting, July 16: adopted as sent.

Museum Report:

July visitors: Museum 351, Hallett/Tower 299 (475/344 in 2011), August visitors: Museum 445, Hallett/Tower 248 (326/247 in 2011). 93 attended our Aug 1st event and 24 our Aug 9th event, which accounts for our high numbers this August. So numbers down in August and the same in July despite our radio advertising and students at the border.

July/Aug Exhibit - this Year's Anniversaries well received.

Museum hosted wine & cheese event on Aug 1st to celebrate the 100th anniversary of international bridge and customs. Very successful. Attended by council from both communities. Committee wanted it noted in the minutes that Sherry is to be congratulated for a job well done.

Bob Hilke spoke on Oberholtzer/Magee journey - Aug 9. Also well attended.

Sept/Oct Exhibit – Art by Lindsay Hamilton & Jean Richards.

New Business:

Regional Museums will meet here Fri Oct 5 – full day meeting.

Old Business:

'Friends of the Museum'

Wine & cheese gala: Nov 1. Unveiling *What Hooks You Here* and Norval Morriseau. Genealogy group held first meeting after summer.

New server has arrived – D.Allan will coordinate set-up.

Museum roof leaking – weighing options.

Applied for Museum & Technology grant for an intern's position to transfer old database to new, and to digitize newspaper collection. Will hear in November whether successful.

Correspondence: Notice has gone out from Glenn Treflin on Advisory Committee positions. Sherry will pick up forms for the next meeting. Beth Caldwell will not be reapplying.

Ontario Arts Council:

Follow-up: *Recommendations to be made to Executive Committee of Community Services...*

Meeting adjourned at 5:00 p.m.

Next meeting: Oct 22, 2012

Sherry George, Curator
Fort Frances Museum
259 Scott Street
Fort Frances, ON P9A 1G8
807 274-7891
fax: 274-4103



BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT

MEETING MINUTES

Regular Board of Health Meeting

Friday, August 10, 2012

Dryden Holiday Inn Express Meeting Room

MEMBERS PRESENT: John Albanese, Chair
Jim Belluz, Dennis Brown, Dave Canfield, Mel Fisher, Russ Fortier, Paul Ryan, Doug Squires,
Bill Thompson

PARTICIPATING:
Dr. Jim Arthurs, Medical Officer of Health (MOH)
Mark Perrault, CEO
Jennifer McKibbin, Manager, Enforcement
Donna Stanley, Manager, Infectious Disease
Alex Berry, CQI Coordinator
Shannon Robinson, Health Promotion Coordinator

REGRETS: Margaret Harland, Julie Roy

1. CALL TO ORDER

Chair John Albanese called the meeting to order at 8:30 a.m.

2. APPROVAL OF AGENDA

Motion / Resolution: 69-2012	
THAT the Agenda for the Board of Health meeting dated August 10, 2012, be approved.	D. Squires D. Brown

3. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None was declared.

4. MINUTES OF BOARD OF HEALTH MEETING, June 28, 2012

Motion / Resolution: 70-2012	
THAT the Minutes of the Board of Health meeting held June 28, 2012, be approved as written.	P. Ryan R. Fortier

5. SENIOR MANAGEMENT REPORTS

Medical Officer of Health Report - Dr. Jim Arthurs, Medical Officer of Health (MOH)

It doesn't matter what your favorite sport is – or even if you don't care for sports, the opening ceremony for the 2012 Olympic Games likely caught your eye. The reviews call it typical (British) history: who are we; where did we come from; and where are we going? - with some dry British wit, pride, some past heroes, the monarchy, and continued success.

There are a lot of buzz words floating around: hard work, dedication, young standouts, returning veteran competitors; and all with a focus on excellence and winning. But it really isn't all about winning. It is about doing the best that you can, and about teamwork. I watched the women's cycling road race this morning and saw some teamwork among competitors ensure that those three breakaway sprinters were going to stand on the podium together. Without their competitive teamwork they could have faded to someone else taking their place. This occurred in the presence of pouring rain and the challenge of the slippery road surface. If this does not inspire our youth and seniors to "get up and move", then I do not know what will.

Let's take a look at some of our own buzz words – though we call them our mission, vision and values. Our measurements of success are not as simple as a time clock, points, or who crosses the finish line first. They have been developing over time to be better understandable. What does living a long life well, mean to us? Retrospectively measuring the length of life is easy; however, measuring the quality of life is complex and measuring the quality of adjusted life years saved (QALYS) is even more complex. What does it mean to live healthy lifestyles for the vulnerable populations that didn't get a good start in life?

Our Values:

- Partnerships
- Wellness
- Respect
- Compassion
- Environmental stewardship
- Innovation and excellence
- Integrity and professionalism
- Accountability and transparency

How do we operationalize them as a corporation or personally by living them?

Bob Dylan's "The Times They Are A-Changin'" and his other songs of the 60's chronicled the social issues of the times. He once said, *"A hero is someone who understands the responsibility that comes with his freedom."*

Ministry of Health and Long-Term Care Strategic Planning

Mark Perrault and I had the opportunity to attend the Ministry's public health sector meeting on Monday, July 23 to provide input on their strategic planning. Virtually all of their proposed values match our own. The age of accountability, measurement, quality improvement, efficiency, effectiveness, and outcomes has surely arrived. Whether "austerity" is a pertinent word for our situation in Ontario with its \$15 billion deficit, it is

certain that fiscal responsibility must be one of our measurements of quality improvement. Chief Medical Officer of Health Dr. Arlene King suggested that there are certainly programs that we need to improve their implementation. In her words, "what should we continue and improve; what should we start doing that we are not doing; and what perhaps should we stop doing"? There were suggestions made regarding definitions of values and goals, and the improvements necessary:

1. Healthy environments
2. Burden of chronic disease
3. Maternal, infant, and child/youth health
4. Infectious disease prevention and control
5. Emergency preparedness and response
6. Public health capacity and infrastructure

Perhaps the most controversial issue dealt with the sixth goal, regarding what is the most efficient and effective organizational structure for provincial and local public health. It was suggested that this should be the first and most important goal. Another question concerned the issue of what programs we should perhaps stop doing. If they are mandatory programs, does that mean that the Ontario Public Health Standards will need to be reviewed and possibly revised?

Mark Perrault and I will share the collective input when it becomes available. We both feel that our organizational structure fits well with the quality improvements and measurements that are necessary, and that our proposed strategic plan may well be "ahead of the curve".

Infectious Disease Program

Submitted by Donna Stanley, Manager, Infectious Disease

This report references the following Balanced Scorecard domains, as referenced in the Northwestern Health Unit Strategic Plan:

Health Determinants and Status

Community Engagement

Integration and Responsiveness

Strategic Objectives:

- Improved data for a more comprehensive risk assessment related to infectious diseases
- Engaging the public in understanding their risk and the impact of preventive measures
- Support the work of our community health care partners within their role in public health

Vaccine Preventable Diseases Program

For school based immunization programs, Hepatitis B, Meningococcal, Gardasil, we have maintained records on who we have immunized, as well as adding to IRIS database information received from community healthcare partners.

Enhancement:

We are actively seeking data from First Nations and other community health care partners so that we can optimize the quality of our vaccine coverage information.

We are maintaining records on response to request for consent to immunize, categorizing our non-immunized as: medical exemptions, exemptions for reasons of conscience, refusal. We are documenting the measures we are taking to ensure we provide opportunity for all families to make informed choices, i.e., contacting families to ensure they understand the risks and benefits and have equal opportunities to consent to and receive the vaccines.

Influenza Immunization:

The annual influenza vaccine program has traditionally focused on number of vaccines delivered.

Enhancement:

Review of evidence shows that 'herd immunity' is strongly affected by the proportion of school-aged children immunized against the 'flu because this group spreads the disease very efficiently to others in their lives, and also generally has an excellent immune response. Well individuals of all ages and walks of life will have little to no contact with primary care, likely only contact with emergency room if care is required.

We will be targeting access issues directly during the 2012 influenza season: focusing upon those who do not have regular contact with primary care; who experience difficulty accessing services due to transportation issues, work and school hours, disability, homelessness or domestic challenges (e.g., utilizing a women's shelter).

Routine Immunization:

Community health care providers are an important access point for routine immunizations for infants and pre-school children; the Northwestern Health Unit is unique in the degree of provision of vaccine to these groups, as most Ontario health units do not provide this service.

It is ideal that those primary health care providers who are immunizing infants and young children continue to do so. When families visit their primary care provider, a more comprehensive scope of care can be offered at a time when development is rapid and early detection of problems is vital.

The Vaccine Preventable Disease (VPD) program team continues to immunize all ages, but it is ideal that we focus most strongly on adults, travelers, the influenza campaign and school-based programming – access points to immunization for those who are not in frequent contact with primary care providers.

The publicly funded vaccine schedule has changed extensively over the past decade. We must maintain a high calibre of knowledge and understanding, and also have mechanisms to support our health care partners so that they can continue their role confidently and efficiently in a comprehensive immunization program.

Our public health nurses and program assistants are available on an ongoing basis to primary care nurses and physicians to interpret immunization needs and the use of vaccine. These working relationships are strong and well-used. With the introduction of difficult scheduling changes, we have set up one-on-one appointments and multiple, brief teleconferences to help our partners learn the changes. These were attended by a small number, but attended repeatedly by some who found it helpful to have repetition.

During 2012 we launched an online interactive education tool including a video of actual practice, to support our community partners in making the choice to immunize on time, and to provide complete protection for all clients. Evaluation of this tool continues.

Enhancements:

In fall 2012 we will be tracking our communications with health care providers more closely to find patterns and opportunities for education:

- provide quick access tools, respecting the fast pace of a primary health care setting; tools that provide fast, relevant facts in a usable way
- one-to-one training and updates offered regularly
- potential for rapid-access phone support throughout the region to enable primary care providers to avoid missed opportunities to immunize based on inability to access information quickly
- planning for and providing an Immunization Symposium in Fort Frances in fall 2013, focusing on primary health care providers, tailoring the content to identified needs tracked throughout the year leading up to it

Vector Borne Diseases

We have historically accepted and submitted ticks found on humans for speciation and disease testing.

Enhancement:

- In 2012 we advertised and offered collection kits with information about tick species and Lyme Disease risk and instructions on how to remove a tick. We promoted passive surveillance, building capacity for risk assessment.
- In the fall of 2012 we plan to perform active surveillance for deer ticks, having attended training for this in May. The Ministry of Health and Long Term Care is interested in the data we collect and, depending on fall 2012 results, will potentially come to our area in spring 2013 to conduct further surveillance.

- The surveillance work will enable us to educate primary care providers in effective Lyme Disease case identification by providing risk assessment information: if we have a consistent local population of Lyme Disease-infected vectors (ticks), versus if we do not – this information is vital as part of an assessment to rule in or out a diagnosis of Lyme Disease.

Enforcement Program

Submitted by Jennifer McKibbin, Manager, Enforcement

This report references the following Balanced Scorecard domains, as referenced in the Northwestern Health Unit Strategic Plan:

Internal Resources and Services

Strategic Objective:

Our objective is to provide accurate and timely reports regarding enforcement field work, and to organize workload.

Work towards this objective has been ongoing for the tenure of the current Manager. It remains a work-in-progress, but great strides have been made in 2012.

Accurate and Timely Reports:

Systems for tracking field inspections, premises inventory and accountability agreement measures had to be developed and/or properly utilized to move towards this objective.

There are three electronic tracking systems used by enforcement officers to record inspection data. Two are on-line data collection systems designed and maintained by the Ministry of Health and Long-Term Care (the 'Ministry'); and one is an inspection tracking program purchased by the Health Unit and also used by the majority of other public health units in Ontario.

Inspections are entered into a field tablet (basically a heavy-duty laptop) that is brought back to the office and plugged into the server. The collected field data is uploaded to the appropriate tracking systems.

The inspection tracking systems used by the enforcement team are:

- Tobacco Inspection System (TIS - Ministry) – used by tobacco enforcement officers for tobacco vendors and workplace inspections.
- Risk Categorization (RCat - Ministry) – used by public health inspectors for risk assessments of small drinking water systems.
- Hedgehog (HH – Northwestern Health Unit) – used by public health inspectors for inspections in the safe water, food safety, infections control and rabies programs.

The enforcement team is responsible for five Ministry accountability agreement measures, and four of them (high risk food, class A pools, tobacco vendors and Small Drinking Water Systems) are measured by one of these databases. The Ministry databases will provide the measure of whether we meet the targets for the latter two performance indicators. The first two targets are tracked and measured on our own HH system. Either way, we need to be confident that the data is correct and fair.

Databases for all three tracking systems are premise-based. The report function and usefulness of a database is entirely dependent on how accurate the data is, i.e. *garbage in = garbage out*. Thus the first (lengthy and laborious) step was to clean up the databases by eliminating duplicates, removing premises that did not 'belong', closing premises that no longer operated, and checking the accuracy of those that remained. It also became evident that there were missing premises – ones that should have been listed but were not, and for which there was no record of past inspections. Currently TIS lists 137 tobacco vendors and 3000+ businesses; RCat lists over 900 drinking water systems; and HH tracks over 875 premises. There is some overlap (e.g., a small drinking water system can also be a food premise; the TIS business directory would include all of the other premises); but each database is now much closer to a complete, up-to-date and accurate listing of the premises that we have responsibility to inspect.

Database administrators (one program assistant and one field staff) were assigned for each database. Their responsibility was to review data clean-up work as it progressed and to troubleshoot glitches with assistance from the provincial helpdesk for TIS and RCat and our own helpdesk for HH. These administrators have accomplished significant self-learning and have become a much-needed resource for the rest of the team (including the Manager) when working in these databases.

We brought in a HH trainer for in-depth staff training of both our team and IT staff, which significantly increased our understanding of the HH system and how to get the most out of it. One outcome was the capacity to create our own e-inspection form within HH so that paper inspection forms could be eliminated along with the duplication of work they created.

Individual workplans, based upon the updated and cleaned premises lists, were developed for each officer so that every premise for which we are responsible has an officer assigned to it. Officers can exchange premises where appropriate; but the premises do not get lost or forgotten or missed – an issue with the ongoing staff changes within the enforcement team.

Measuring Progress / Success:

All three tracking systems have reports that can be consulted for information about the data in the system. The reports that are available to us from the Ministry systems are somewhat limited; but we are able to utilize them to determine our compliance with the accountability agreements and to provide comparisons with our internal work plans and 'Excel' tracking documents.

The most dramatic improvement can be seen in the Hedgehog data, where all the data belongs to us and we have complete access to the whole database. We are able to provide accurate completion rate reports for various inspection types and ensure that we meet Ministry deadlines for the quarterly or three-times-a-year inspections required in the accountability agreements.

Next Steps:

The three databases are now "accurate enough" given the resources available to commit to this ongoing task. The landscape is always changing – premises open and close all the time, so we are never in a position to say that our databases are 100% correct or complete. But we are much more confident that we know what has to be done and can measure our success in getting it done.

Health Promotion Coordinator Report (Foundations Team)

Submitted by Shannon Robinson, Health Promotion Coordinator

In June I had the opportunity to attend the annual Canadian Public Health Association conference in Edmonton, Alberta. The Conference theme was related to Creating and Sustaining Healthy Environments. Healthy physical and social environments are important health promotion strategies discussed in the Ottawa Charter. Since 1986 the Charter has been a key resource for health promotion and public health, and is embedded in our Northwestern Health Unit program planning forms.

At the Conference there were strong links between the content presented and the direction that our current strategic planning process is leading us. Two examples are: the importance of the built environment, and the ecological determinants of health.

Built environments are key factors in determining health. We know that our health depends on the choices that we make – how active we are, what we eat, whether we smoke or drink heavily, use illegal drugs or misuse prescription drugs. What we sometimes forget (and what is so important to remember) is that our choices are all made in the context of the environments we live in. Furthermore, that these environments are affected by local, provincial and national policies and decisions.

There is promising evidence from New York, as presented by Karen Lee from New York City Department of Health and Mental Hygiene. New York is seeing success in stopping the trend of rising obesity – and has documented a small drop in rate of childhood obesity. Success is partly attributed to the efforts over the past 10 years to alter the built environment. For example:

- Improving the food environment through programs like: green carts – which provide new vendor permits only to those sellers offering fresh fruits and veggies; meal and vending standards for all city schools, agencies, and hospitals; health bucks for purchasing veggies and fruits; and the public posting of menu calorie counts by restaurants.
- Making public spaces more amenable to physical activity or active transportation – creating active design guidelines for developers; implementing an urban cycling program to increase the number of bike lane miles across the city; and integrating physical activity into school policy.

For more information on the New York approach, see:
www.nyc.gov/html/om/pdf/2012/otf_report.pdf

The ecological determinants of health cannot be ignored. Trevor Hancock, founder of the Healthy Cities movement, shared a presentation on how declining ecosystem health is the primary threat to health in the 21st century. Factors like climate change, ozone depletion, decreasing biodiversity, deforestation, and wetland loss affect health.

During his presentation he talked about the damage that using resources in an unsustainable way can do to the planet and to humans. An underlying premise was that the planet will survive, but that a lot of humans and other species are going to be harmed and that the suffering is not going to be equitably distributed. This unequal distribution of harm is

something that should resonate deeply with us, as public health practitioners concerned with the health and well-being of the most vulnerable populations and the social determinants of health.

He identifies five roles for public health. Perhaps the most relevant to us at this time is to "be part of the solution". It is time to operationalize our value of environmental stewardship, with concrete ideas and actions making their way into our plans over the next four years.

The Conference solidifies the importance of ongoing learning opportunities for staff development: knowledge exchange, sharing innovative ideas, networking and relationship building, and getting re-energized for public health practice. Access the conference documents at:

<http://resources.cpha.ca/CPHA/Conf/Code/PresentationsAll.php?y=2012&l=E>

Chief Executive Officer Report

Submitted by Mark Perrault, Chief Executive Officer

Kenora Office Move

Today, Thursday, July 26, 2012, is the last day that I will work out of our office at 21 Wolsley Street, which has been my place of work for the past 19 years and has been the Northwestern Health Unit's administrative headquarters for the past 25 years. Like the childhood home that you grow up in, you have regrets when it finally leaves the family because of the great life moments that happened there.

For me, 21 Wolsley Street will hold special memories of staff that I have worked with over the years, who mentored me, guided me, and shared many laughs with me. As we leave, we do owe many thanks to the staff and management of the Lake of the Woods District Hospital who have been great landlords and, more importantly, valued colleagues and friends.

Moving a 10,000 square foot office that hosts your central filing system, resource centre, vaccine depot and your IT infrastructure is a monumental undertaking; especially since work must go on. Yet as I write this, things are remarkably calm and organized. The credit goes to our incredible move team who seem to have thought of everything and who have consistently kept staff apprised over the past months. The members of the move team, led by Melanie Buffet-Gauthier, Senior Human Resource Officer, are: Valdine McEwan, Val Grafham, Marilyn Herbacz, Stephanie Sirman, Lori Lunny, Pam Baxter, Paige Baxter, Lee Pitt, Neil Bird, Matt Weare, Dorothy Strain, Shannon Robinson, Cindy Crandall, and Gillian Lunny. They will be working non-stop over the next week in order to have our new office up and running on August 7. I just cannot put the right words together to thank them enough.

Ministry of Health and Long-Term Care Strategic Planning

On Monday, July 23, Dr. Arthurs and I attended a public health strategic planning session in Toronto at the invitation of the Chief Medical Officer of Health. It was attended by most public health units' medical officers of health and chief executive officers. This was timely, as we are in the final stages of our strategic planning cycle. From everything I heard on Monday, we are in alignment with the emerging provincial strategy.

Funding Update

The Ministry of Health and Long-Term Care's announcement of a 2% increase over 2011 funding for our 2012 cost shared budget and unorganized territories funding grant was not unexpected. Although we requested a 3% increase, we cannot be disappointed in light of the province's fiscal situation. We were unsuccessful in obtaining one-time funding for our office renovations and website project, but fortunately we did set aside funds in our capital reserves for the office projects.

There have been additional unanticipated costs for the new Kenora office due to changes in the initial scope (six additional offices, cabinetry, change room, upgraded flooring, generator and electrical work); however, we will be able to absorb these costs within our existing budget from unfilled position vacancies and by being conservative in our other budget lines. By the end of the year, I expect that we will not have to utilize all of the funds set aside in our capital reserves for the office projects.

Finance Report

Submitted by Lois Bailey, Chief Financial Officer

Total revenues for the five months ending May 31, 2012, are \$6,263,737 (including a carry-over of funding from 2011) and total expenditures \$6,314,989 resulting in an excess of expenditures over revenues (or a deficit) of \$51,252. The cost shared programs not including Healthy Babies, Healthy Children are reporting a deficit of \$49,590; whereas the 100% funded and other programs are running a shortfall of \$1,665.

The Ministry of Health and Long-Term Care released the 2012 budget on July 17, 2012, and announced that health units received an increase of up to 2% for mandatory and related programs, or less, depending on their budget submission. The Northwestern Health Unit requested a budget increase of 3% for both mandatory programs and for the unorganized territories grant. The one percent difference amounts to a shortfall of \$74,370 that can be offset by the postponement in hiring the communications advisor. The Ministry applied a 2% increase to some funded positions and programs including the Infection Prevention and Control Nurse position and the Public Health Nurses Initiative positions. As expected, many programs received the same funding as in 2011. A small increase to the needle exchange program will help offset the growing demand for supplies. In 2011, the Small Drinking Water System (SDWS) program received both base funding of \$172,550 and one-time funding of \$146,200. Health units were advised that the program would be cost-shared in 2012 and the one-time funding would be eliminated. Based on the actual number of SDWSs in our catchment area, our health unit received an increase of \$42,350 to the base resulting in total funding from the Ministry of \$214,900.

The Ministry approved the request to continue funding vaccine distribution out of Meno-Ya-Win Health Centre (\$75,000) and also approved the purchase of two new vaccine fridges for \$14,000. Funding for phase II of Panorama in the amount of \$54,238 for the year was also provided. At this time the Ministry did not approve any capital requests for leasehold improvements, but have been known to approve projects later in the year pending available funds. Hopefully funding will be approved at a later date for City View, Sioux Narrows and the new website. Although the 2012 budget contained a provision for leasehold improvements for a new office in Ignace, that project has been delayed.

The 2012 program budgets and financial statements have been adjusted to reflect the announcement and a worksheet is included to show the changes from the Board of Health 2012 approved budget to agree to the budget column presented in the enclosed financial statements. Funding has been accrued to record amounts due from the Ministry between January and May. The Ministry advised that funding increases will be flowed upon receipt of the Accountability Agreement.

Submitted by Dr. James Arthurs, Medical Officer of Health, and Mark Perrault, Chief Executive Officer

5.1 Medical Officer of Health (MOH) Report – *Provided by Dr. Arthurs*

Dr. Arthurs reported that he is providing vacation coverage for Dr. David Williams, MOH, Thunder Bay District Health Unit during August 15-27, 2012.

Dr. Arthurs introduced Donna Stanley, Manager, Infectious Disease; Jennifer McKibbin, Manager, Enforcement; and Shannon Robinson, Health Promotion Coordinator, who were in attendance to address questions arising from their reports submitted to the Senior Management Report.

Discussion, Questions

Health Promotion Coordinator Report, Page 7: Shannon Robinson commented that experience and evidence gleaned from New York City's initiatives to address the rise in childhood obesity can be translated to northwestern Ontario. Considerations include creating 'built environments' conducive to physical activity and developing public policy such as limiting the size of soft drinks sold in a community.

Air Quality Report: A report of the Health Unit's recent survey of indoor air quality of municipal arenas was distributed. Jennifer McKibbin reported that this is the first year that the testing has been conducted on an extensive basis, with equipment borrowed from Public Health Ontario. All communities within the catchment area that maintain arenas were contacted for the opportunity for testing. Seven communities were able to provide access within the testing period. Each municipality tested will receive a report for their facility. It was noted that councils have the option or means to obtain testing via alternate processes. Some facilities have their own monitoring equipment.

Influenza Immunizations: Donna Stanley informed that the Health Unit immunized 17% of the catchment population during the 2011-2012 influenza immunization season. This is a relatively high immunization rate for Ontario health units. The majority of immunizations are given by other community health care providers, who are not required to report numbers of immunizations administered. It is impossible to measure success of the immunization campaign by numbers of immunizations provided, because the total number of vaccinations provided cannot be determined. Total number of immunizations provided by the Health Unit during the 2011-2012 season increased by a small amount over the previous season; however, it is impossible to determine if this reflects an overall increase to total vaccinations.

Preparations for the 2012-13 influenza immunization season including identified target populations and information campaigns to publicize the Health Unit's immunization clinic schedules were described.

Motion / Resolution: 71-2012	
THAT the Report of the Medical Officer of Health be accepted as presented.	J. Belluz P. Ryan

5.2 Chief Executive Officer Report

Additional Verbal Report– *Provided by Mark Perrault, CEO*

Kenora Office Move:

Staff have moved from Wolsley office and the new City View office was operational on August 7, 2012. Appreciation was extended to move personnel and to staff for their efforts. The Ministry of Health and Long-Term Care did not approve the Health Unit's request for one-time funding for the move costs; however, they may review the request at a later date. The Board of Health allocated Reserve funds for the costs. The funds have not yet been reported as funding.

New Web site: The project is underway. Some costs may be deferred to the 2013 budget.

Finance Report: The Ministry of Health and Long-Term Care announced a 2% funding increase over 2011 for 2012. The report page for cost shared programs has been adjusted accordingly for revenue. To May 31 reporting date, increased Ministry funding for 2012 was not flowed.

The Ministry provided an additional \$40,000 (full funding) for the Small Drinking Water Systems (SDWS) program for air charter expenses for inspections for remote facilities. Appreciation was extended to Jennifer McKibbin, Manager, Enforcement, for her work to inform Ministry officials of the unique costs in this area associated with inspections of remote facilities legislated by SDWS program regulations.

Motion / Resolution: 72-2012	
THAT the Report of the Chief Executive Officer be accepted as presented.	R. Fortier D. Brown

Meeting Break: 10:30 a.m.

The recess included a short walk guided by Dryden office staff Lindsay Desaulniers, Health Promoter, and Lenore Plett, Program Assistant.

John Albanese called the meeting to order at 11:00 a.m.

6. STRATEGIC PLANNING 2012

Alex Berry, CQI Coordinator, outlined the timeline and process for completion of the draft 2013-2016 strategic plan. The final document will be submitted for approval to the Board of Health's October meeting. The plan will be distributed to community and government agencies/bodies. Feedback from community and individuals (clients) will be actively pursued.

Appreciation was extended to Alex Berry and Russ Fortier, Board of Health representative to the Strategic Planning Working Group, for their work to facilitate the strategic planning process.

7. NORTHWESTERN HEALTH UNIT POLICIES

7.1 New Policy

Mark Perrault introduced new Policy, Healthy Meetings and Events. The Health Unit intends to promote the policy with community partners and other interested bodies.

Motion / Resolution: 73-2012	
THAT new Northwestern Health Unit Policy: Healthy Meetings and Events be approved, effective immediately.	B. Thompson D. Squires

8. IN CAMERA SESSION

At 11:40 a.m. Board of Health members moved to an in camera session.
Russ Fortier, Dr. Arthurs, Mark Perrault, and Alex Berry left the meeting.

Motion / Resolution: 74-2012	
THAT the Board of Health moves to an in camera session to discuss: <i>personal matters concerning an identifiable individual, including municipal or Board employees.</i>	R. Fortier D. Brown

At 11:50 a.m. Board of Health members moved out of the in camera session to resume regular business.
Russ Fortier, Dr. Arthurs, Mark Perrault, and Alex Berry rejoined the meeting.

Motion / Resolution: 75-2012	
THAT the Board of Health moves out of the in camera session to resume regular business.	J. Belluz M. Fisher

9. NON AGENDA ITEMS

(Accepted following completion of Agenda #8)

Northern Evacuations: Dr. Arthurs and Donna Stanley, Manager, Infectious Disease (and Emergency Planning) participate in regular regional teleconferences with provincial Emergency Management officials regarding evacuations for northern communities threatened by fires.

Association of Local Public Health Agencies (alPHA) Board of Directors: Russ Fortier, North West Region representative, outlined the alPHA Board of Directors 2012-2013 meeting schedule. Discussion took place regarding a Health Unit presentation to alPHA's fall conference. Management will follow up with Mr. Fortier.

10. NEXT MEETING DATES

September Board of Health meetings

Annual Education Session (*Closed to the public*)

Wednesday-Thursday, September 12-13 Location: Sioux Lookout

Regular Monthly Meeting:

Date: Friday, September 14 Time: 8:30 a.m.

Location: Forest Inn, Sioux Lookout

Executive Committee meeting

Date: Friday, August 24 Time: 11:00 a.m.

Location: Kenora City View Board Room

11. ADJOURNMENT

Dave Canfield adjourned the meeting at 12:00 p.m.

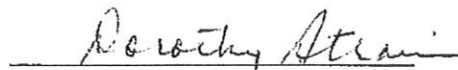
BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS 14 DAY OF September 2012



CHAIR, BOARD OF HEALTH



RECORDING SECRETARY

COMMITTEE OF ADJUSTMENT
Minutes of Meeting – August 20, 2012

AGENDA ITEM #10.4

A meeting of the Committee of Adjustment for the Town of Fort Frances was held in the Civic Centre Committee Room on the 20th day of August 2012 at 7:00 p.m.

Present: Peter Sas (Chair), Gary Rogozinski (Vice-Chair), Doug Kitowski, Elissa Williamson, Faye Flatt, Municipal Planner/Secretary-Treasurer, Paul Cousineau

Absent: Bill Martin, Cindy Mason, Alan Zucchiatti

1. Call to Order – Chair Sas called the meeting to order at 7:00 and confirmed quorum.

2. Added Non-Agenda Items –

a) Bill Martin (8.a)

3. Declarations, Municipal Conflict of Interest Act – None

4. Minutes of Previous Meetings

Kitowski/Rogozinski – That the minutes of the June 18, 2012 meeting of the Committee of Adjustment be approved as circulated.

CARRIED

5. Business arising from the minutes/Old Business – None

6. New Business

a) Applications

- i) Minor Variance File A7/2012 – 941 Fourth St. E. – Application to reduce the interior side yard on west side from 2.0 metres to 1.5 metres for the existing residential dwelling constructed in 1966.

Decision of Committee – The application was approved.

Conditions – None

Reasons for Decision – the variance will recognize and legalize an error created a number of years ago when the building was constructed. No adverse affects are anticipated for either the subject or adjacent properties. There were no objections to the application.

b) Other Business – None

7. Correspondence – None

8. Non-Agenda Items –

- a) Member Kitowski stated that Member Martin has been hospitalized and suggested that get-well wishes be sent to him. The majority agreed.

9. Adjournment – 7:20 pm



Chair/Vice-Chair



Secretary-Treasurer



TOWN OF FORT FRANCES
Community Services Executive Committee
Minutes of Meeting

Date: Thursday, August 23, 2012 **Session No. 30**

A meeting of the Community Services Executive Committee was held in the IFK Conference room from 8:30 a.m. to 8:55 a.m.

Committee Members present: A. Hallikas – Chair; P. Ryan; J. Albanese; J. Kabel – Manager of Community Services

Guests present: Shawna McRitchie, Rick Hallam

CALL TO ORDER:

A. Hallikas called the meeting to order at 8:32 am. J. Kabel recorded the minutes of this meeting.

ADOPTION OF MINUTES:

Minutes of July 30, 2012 Community Services Executive Committee – approved.

DISCLOSURES OF PECUNIARY INTEREST:

None.

NEW BUSINESS:

None.

ITEMS REFERRED FROM COUNCIL:

- a) Correspondence from A. Anderson re: bill of daycare services. Shawna McRitchie was present to speak to the events as outlined in Ms. Anderson's letter. There was little discussion before making the recommendation to Council to support the protocol that was followed by the Children's Complex staff. As such there will not be an adjustment to the outstanding charge of \$349.97 for daycare service incurred by Ms. Anderson.
- b) Correspondence from L. Brown re: accessibility issues at the Memorial Sports Centre. The Community Services Executive carefully reviewed the letter from Ms. L. Brown and scrutinized current recommendations put forth by AODA (Accessibility for Ontarians with Disabilities Act) with regards to the concerns expressed in her letter for the wheelchair accessible washroom stalls at the Memorial Sports Centre. Rick Hallam was present to confirm that the building code was respected upon construction and there have not been regulation changes that would obligate the Town to make modifications. Although the stalls are still in compliance with current building code regulations and AODA recommendations, J. Kabel will consult with Ms. Brown to show the minor modifications that can be made to improve the wheelchair accessibility experience. Suggested modifications included: a

strategically placed sign for the appropriate stall, a new toilet seat, and adjusting the stall door to an outward swing.

INFORMATION

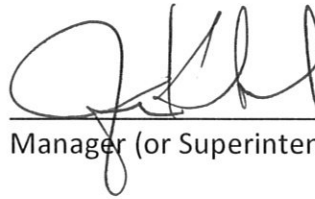
- a) Next Meeting Date – Tuesday, September 4, 10:30 am.

CLOSING

There being no further matters before the Committee at this time, the meeting was closed by A. Hallikas at 8:55 am.



Chair



Manager (or Superintendent)/Secretary

Operations & Facilities Executive Committee

Minutes of Meeting

Date: September 5, 2012 Session No. 40



A meeting of the Operations & Facilities Executive Committee was held in the Committee Room on Wednesday, September 5th, 2012 from 7:45 a.m. to 8:45 a.m.

Committee Members Present: Rick Wiedenhoeft, Chair; Paul Ryan, Ken Perry and Doug Brown

Also Present: Roy Avis

1. Call to Order: 7:45 a.m.
2. Disclosure of pecuniary interest as required under the *Municipal Conflict of Interest Act* by Committee Members on agenda items – none.
3. Agenda items considered at this meeting:
 - 1) Approve the minutes of the meeting of this Committee on August 22nd, 2012 – approved as circulated.
 - 2) August 14 email from NOMA in regards to developing a Resolution in regards to a new long-term Federal plans for Municipal Infrastructure Funding. - The memo was reviewed and will be forwarded to the Administration & Finance Executive Committee.
 - 3) Updating Landfill Site Closure and Post-Closure Plan – The Administration report was reviewed where after a lengthy discussion it was recommended that Tetra Tech be retained to complete the work as outlined in their proposal dated August 30th, 2012. That the unbudgeted expenditure be either financed from reserves or as an operating surplus and reconciliation take place during the year-end audit process.
 - 4) Approval of the Terms of Reference for the Off-Leash Dog Park Advisory Committee – The Operations & Facilities Manager handed out a new Terms of Reference, which included the second Kiwanis Club member – Janet Lambert. The report was reviewed and will be forwarded to Council for approval.

- 5) Off-Leash Dog Park Advisory Committee Meeting Minutes – August 28, 2012 (information only). The minutes were reviewed and will be forwarded to Council as information only. No action required.
- 6) Conference Call @ 8:15 a.m. with Dave White & Roy Houston regarding comments on Draft KGS Group Report for Infiltration – Inflow (I-I) Investigation Study of the Sanitary Sewer Collection System. ***Report previously distributed July 24th – please bring your copy.*** – Councilor Ryan and Mayor Avis had no issues with the information contained in the I & I Investigation Report, thus KGS Group was not called during the meeting. The Operations & Facilities Executive Committee recommends the following recommendations;
 - 1) The Infiltration and Inflow (I&I) Investigation report prepared by KGS group be accepted at this time.
 - 2) That the Town continues to address the infiltration and inflow loading into the sanitary sewer collection system in accordance with the recommendations contained in the I & I report in a cost effective manner.
 - 3) That the findings contained in the I & I report being taken into account when developing municipal infrastructure asset management plans.

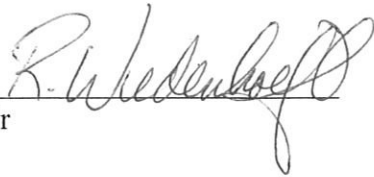
The Administration report will be revised and forwarded to Council for approval.

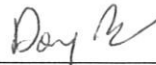
- 7) Civic Centre Emergency Asbestos Abatement Cost (report from Travis Rob) – the report was reviewed and will be forwarded to Council as information only. No action required.
- 8) Operations & Facilities Division – Public Works Area – Operations Statistics – May 2012 – the statistics were reviewed and will be forwarded to Council as information only. No action required.
- 9) Operations & Facilities Division – Public Works Area – Operations Statistics – June 2012 – the statistics were reviewed and will be forwarded to Council as information only. No action required.

4. Non-Agenda Items: - none.

5. Resolutions: - none.

There being no further matters before this Committee at this time this meeting was closed.


Chair


Manager

Sept 5 O&F Exec Minutes.doc

**Town of Fort Frances
Ad Hoc Off-Leash Dog Park Advisory Committee
Minutes of Meeting**



Date: September 13, 2012

Present: Duane Hicks – General Public Member
Kathleen Egan – General Public Member
George Bell – Kiwanis Club Member
Andrew Hallikas – Councilor
Arlene Byrnes – By-Law Officer
Doug Brown – Operations & Facilities Manager

1. Duane Hicks called the meeting to order at 1:15 p.m.
2. The minutes from the August 28th, 2012 OLD PAC were approved as circulated.
3. Ranking of Candidate Sites – the list of potential candidate sites were reviewed where the following properties were eliminated as potential sites for the proposed off-leash dog park;
 - 1) McIrvine Road Park
 - 2) Lion's Club Park
 - 3) Front Street Park
 - 4) Nelson Street Park
 - 5) Pither's Point Park
 - 6) LaVerendrye Parkway
 - 7) McIrvine Outdoor Rink Land
 - 8) East End Rink
 - 9) Fort Frances Power Corporation Substation Property – 8th Street
 - 10) East of Shevlin Woodyard Property
 - 11) Proposed Condo Property – Front Street

Each committee member listed their pro's and con's for each candidate site where the Operations & Facilities Manager will develop a spreadsheet outlining all the pro's and con's with a fly-over drawing showing each potential off-leash dog park site.

The spreadsheet will be delivered to each member for review prior to the next OLD PAC meeting.

4. Next Meeting Date – scheduled for October 4th, 2012 at 4:00 p.m. in the downstairs Committee Room.
5. New Business – nothing.
6. Meeting adjourned at 2:00 p.m.