

TOWN OF FORT FRANCES

Planning & Development Executive Committee

AGENDA - December 6, 2021 at 8:30 AM

Session no 16

MEETING - Civic Centre

Microsoft Teams meeting

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A proposed or pending acquisition or disposition of land by the municipality or local board; Land Purchase	
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TOWN OF FORT FRANCES

MINUTES

SESSION NO. #15

November 15, 2021

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on November 15, 2021 from 0830 hrs to 0913 hrs

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

ALSO PRESENT: F. Anwar, CAO, C. Vangel, CBO/Planner, P. Briere, By-law Enforcement Officer, K. Haney, Deputy Clerk

1. Call to Order@ 0830 hrs/Roll Call

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

3. Approval of Previous Committee Minutes - Accepted as presented

3.1 Session no 14 - 07 September 2021

4. Items Referred from Council

4.1 Splash Pad Location Recommendation - Discussion involved ensuring location chosen to be a safe, centrally located area and possible fund-raising to aid in the budget process. Item to be forwarded to Operations & Executive Facilities Committee for feasibility and operating costs for West end areas and woodyard locations. Discussions also involved comparing costing from other communities.

5. New Business

5.1 User Fees - Committee recommended moving forward with proposed increases.

6. Outstanding Items - None

7. Information

7.1 Verbal Update - Renaming of Colonization Road - Phair Avenue Park
Cody Vangel, Chief Building Official & Municipal Planner provided a verbal update on these two items.

7.2 PDEC September and October Reports - Accepted as presented

8. In-Camera - None

9. Adjourn @ 0913 hrs / Next Meeting Date - 06 December 2021

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

Date: November 25th, 2021

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer.

Re: Request Letter Dated October 6th, 2021, from Best for Kitty.

As you will recall, Council on November 22nd, 2021, referred a request letter dated October 6th, 2021, from Best for Kitty to the Planning & Development Executive Committee for review.

With that said, the report was sent to By-Law Enforcement Department for review. This office has had an opportunity to review the request letter and seek advice from internal stakeholders, our insurance provider and the Provincial legislation governing the operations of The Town of Fort Frances Animal Pound Facility.

Our office can report that the Town of Fort Frances Animal Pound is currently permitted to operate under Provincial Permit as an Animal Pound by the Province of Ontario. Under this Act the Town is required to follow a legislated process with any animal in our facilities/operators care. This means that any animal that comes into our facility would have to fall under this process for us to maintain our operator's licence with the Province.

We have also received correspondence from our HR Department and our insurance provider with regards to a third party/volunteer personnel/groups using/operating within our facility, the response from our insurance provider is as follows:

There are some processes that will need to be addressed prior to the Town permitting such an arrangement:

1. If they only need daily access, we suggest that Town staff permit them on premises – we do not recommend unfettered access to the building. Further, whoever lets them in, must be assured that they will only access the animal shelter. Our understanding is that it is adjacent to public works, the Town must be able to restrict access to the remainder of the compound.
2. Prior to entering into this arrangement, a formalized agreement is recommended. The agreement ought to be that the BfK organization has a valid insurance policy in place. Further the scope of their work needs to be stipulated in the agreement: will they have permission to apprehend animals that they feel are strays? Will they have the authority to spay or neuter cats? Is there a process in place to advise the general public as to when BfK finds a cat so that if someone has lost their pet, they can retrieve them before the cat gets re-homed?
3. BfK needs to understand that their volunteers will not qualify or have access to WSIB benefits – this is a challenging problem because should one of their

workers slip and fall whilst in the facility, the Town could have exposure as the occupier.

4. Our concern is the unfettered and unsupervised access to the building – there is no surveillance cameras or alarm. If the Town is going to proceed, at the very least, it is recommended that the Town have a staff member present when BfK is using the facility. Privacy issues could come into play as it relates to pet owners' information. This must be administered by Town staff only.
5. We also have concerns about communicable illness as it pertains to the other animals – granted, this could happen within the existing animal control program. Increasing the amount of animals in the shelter at any given time, there is a risk that contagious illnesses could be brought into the pre-existing shelter.

Therefore, we are asking that the Planning & Development Executive Committee not approve the request from Best for Kitty in their letter dated October 6th, 2021, for usage of the Town of Fort Frances Animal Pound.

Respectfully submitted,

Original Signed by

Patrick Briere, CMM III, Property Standards Professional
MLEO/Alternate CEMC/Public Information Officer
Planning & Development Division
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Town of Fort Frances
320 Portage Avenue
Fort Frances, ON

November 30, 2021

Dear Mayor Caul and Council,

RE: SINGLE USE PLASTIC BYLAW

I am writing to support Dale Forte's request to re-evaluate the single use plastic by-law. NCDS operates the The Caf. Co. which is the cafeteria at Fort Frances High School. We do use compostable cups for smoothies and beverages and have been for two years but recently we have been unable to get them due to the supply shortage. The order we placed at the beginning of September has not arrived due to the demand for compostable cups,

It was difficult to prepare for this by-law as we did not know when the lockdowns were ending and if it was even financially possible to continue operating, let alone buying extra products in advance. We also run into storage space shortages when buying ahead, the restaurant business is typically a weekly ordering system partly to account for storage abilities. Compostable products are more expensive which is another reason we cannot purchase too much product in advance.

The last two years have been significantly difficult for restaurants and your support by being flexible with this policy is greatly appreciated at this time.

Thank you for your consideration.

Nicke Paddock
Executive Director
NCDS

Dale Fortes
Boston Pizza,
FFLECS Restaurant Management Inc
116 Lyndy Pl S
Fort Frances, ON
P9A 3V2

Mayor June Caul
Councillor John McTaggart
Councillor Wendy Brunetta
Councillor Michael Behan
Councillor Andrew Hallikas
Councillor Douglas Judson
Councillor Rick Wiedenhoeft

Dear Mayor and Council,

I would like to request consideration from this council to postpone the enactment and enforcement of the Single Use Plastic ban bylaw scheduled to take effect Jan 1, 2022. The Covid-19 pandemic has caused and continues to create significant challenges to our local businesses. Two of the unforeseen consequences of the pandemic have been the change in purchase habits and supply chain interruptions. During various phases of restriction and shut-down, the restaurant industry saw 100% of revenue transition to take-out business only. Restaurants across the globe turned to some form of take-out business even if they hadn't offered it in the past. The sudden and enormous demand for packaging products placed a significant burden on suppliers. The ongoing issues of supply chain interruptions, coupled with labour shortages across North America, has further exacerbated the issues with availability of packaging products. The result has been cost increases ranging anywhere from 50-400% on packaging products and, just as concerningly, very restricted availability of such products.

Despite our support in the collective effort to reduce one-time use plastics, the recovery effort has been slow and riddled with challenges including the increased cost and lowered availability of standard and greener packaging options. The enactment and enforcement of the Single Use Plastic bylaw at this time, would further burden local restaurants. Collectively and on behalf of Sarah Noonan of the La Place Rendez-Vous, Duane and Grace Cridland of Flint House and Larry Pham of Mekong, I formally request consideration of this postponement.

Sincerely;
Dale Fortes
Boston Pizza

Date: December 2nd, 2021

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

RE: November Activities for By-Law Enforcement Department.

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

Operational Constraints

- Currently, 1 Officer in office.

November 2021

Animal Pound Statistics

Impounded Dogs	1
Impounded Cats	4
After Hours Visits	0
Total Shelter Visits for Month	10

Monthly Parking Statistics

Tickets for Month	2
Tickets by OPP	0
Monthly Total	2
Yearly Total Issued	125

Daily Activities completed by By-Law Officers.

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

Other Duties Completed by By-Law Officers

- Month End Office Reports.
- Fine Box Collections & Ticket Processing.
- Parking Enforcement Complaint Driven.
- New Computer set up with IT.
- OPP Monthly Parking Stats.
- Emergency Management COVID-19 Response.
- Amethyst Sector (Emergency Management) CEMC Bi-Weekly Calls.
- JHSC Activities & Monthly Inspections.
- JHSC Fire Doors Issue.
- Monthly Activities Reporting to PDEC.
- OFMEM - EEPMO Project Meetings.
- Maintain/Attend Town Vehicle's in Parking Lot (Civic Centre).
- Shred-It Regular Shred visit for Clerk's office.
- Corporate Vaccine Policy & Implementation with HR Office.
- Proof of Vaccination Provincial Mandate.

- PEMCC Meeting.
- Single Use Plastics Advertising & Request to Extend Deadline.
- Flag Raising – Metis Flag & Shine the Light.
- Preparing for Annual By-Law OPP Memorandum Review.
- Review/Renewal Process of Alberton Dog Services Agreement.
- Request from Best for Kitty.

Occurrence Type (Complaints & Information)	Calls for Complaints/ Information
Nuisance (Includes Inquiries)	3
Traffic By-Law (Includes Inquiries)	8
Animals (Includes Inquiries)	10
Business Licensing (Includes Inquiries)	8
Property Standards (Includes Landlord/Tenant & Grass Cutting)	8
Taxi (Includes Inquiries)	7
Off-Road Vehicles By-Law (Includes Inquiries)	5
Moving Permits (Includes Inquiries)	1
Smoking By-Law & Cannabis (Includes Inquiries)	4
Heavy Trucks (Includes Inquiries)	2
Waste Management (Includes Asselin Forms)	10
Fences (Includes Inquiries & Pools)	1
COVID Legislation/Vaccination	7
OPP Call Outs/Questions	1
Building Code/Zoning Issues (Includes Tents, Trailers, etc).	0
Noise Issues (Includes Inquiries)	3
Fire Issues (Includes Inquiries)	1
Sign By-Law (Includes Inquiries)	3
Single Use Plastics (Includes Inquiries)	4
Snow Sidewalks (Issues & Inquiries)	10
Snowmobile By-Law (Includes Inquiries)	7
TOTAL CALLS FOR SERVICE	103

Respectfully submitted,
Original Signed By
Patrick Briere, CMM III, Property Standards Professional
MLEO/Alternate CEMC/Public Information Officer, Planning & Development Division
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