



## REGULAR COUNCIL MEETING AGENDA

July 11, 2022 5:30 PM

MEETING - Council Chambers , Civic Centre

Session # 097

Microsoft Teams meeting

**Join on your computer or mobile app**

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**Or call in (audio only)**

[+1 807-701-5975,,902839785#](#) Canada, Thunder Bay

Phone Conference ID: 902 839 785#

Page

### 1. COUNCIL MEETING

(Session No. [097]) to immediately follow the Committee of the Whole

- 1.1 Call to Order / Roll Call
- 1.2 Territorial Acknowledgement
- 1.3 Moment of Meditation
- 1.4 Disclosure of pecuniary interest and the general nature thereof.

### 2. Consent Agenda:

- 2.1 Items Referred from Committee of the Whole

**Recommendation:** THAT the following Consent items be approved:

Committee of the Whole items # 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10, 5.11, 5.12, 5.13, 5.14, 5.15, 5.16, 5.17, 5.18 and 5.19

### 3. Approval of Council Minutes: \*

- 4 - 8 3.1 Regular Council Meeting Minutes Session No. 096 June 27, 2022

**Recommendation:** THAT the meeting minutes of Council Meeting Session No. 096 dated June 27, 2022 having been typed and distributed be approved

### 4. Approval of Committee of the Whole Minutes: \*

- 9 - 12 4.1 Committee of the Whole meeting minutes Session No. 102 June 27, 2022

**Recommendation:** THAT the report of Committee of the Whole being Session No. 102 dated June 27, 2022 having been typed and distributed be approved

### 5. Resolutions from tonight's Committee of the Whole meeting

- 13 - 37      5.1      SPC01-2022: Site Plan Control Agreement Amendment - NWCDSB
- Recommendation:** THAT the application for site plan control amendment and the associated documents be approved;
- AND THAT the authorizing by-law come forward at a future meeting of Council;
- AND FURTHER THAT the Mayor and Clerk be authorized to execute the site plan control agreement amendment documents on behalf of the corporation.

**6. By-Laws:**

- 6.1      By-Law to be enacted:
- THAT the following by-laws be introduced and read, and finally passed, signed by the Mayor and the Clerk, sealed with the Corporate Seal and become law forthwith:
- THAT By-Law 48-22 Being a by law to authorize the execution of an agreement with Positano Paving; re: RFT 2022-OF-11– Asphalt Patching
  - THAT By-Law 14-18 A, Being a By-Law to authorize execution of an amendment to the site plan control agreement as a condition of development with The Northwest Catholic District School Board. – The Planning Act, Section 41
- 38 - 42      6.2      Being a by law to authorize the execution of an agreement with Positano Paving; re: RFT 2022-OF-11– Asphalt Patching
- THAT By-Law 48-22 Being a by law to authorize the execution of an agreement with Positano Paving; re: RFT 2022-OF-11– Asphalt Patching be introduced, read and finally passed, signed by the Mayor and Clerk, sealed with the Corporate Seal and become law forthwith
- 43 - 52      6.3      SPC01 - 2022 - NWCDSB Site Plan Control Agreement Amendment
- THAT By-Law 14-18 A, Being a By-Law to authorize execution of an amendment to the site plan control agreement as a condition of development with The Northwest Catholic District School Board. – The Planning Act, Section 41 be introduced, read and finally passed, signed by the Mayor and Clerk, sealed with the Corporate Seal and become law forthwith

**7. New Items: NONE**

**8. Information Correspondence:**

- 53      8.1      Inspection of Approved Aerial Herbicide Project - Boundary Waters Forest
- 54 - 55      8.2      CORR: NOMA Board Meeting Summary Report for June 28, 2022

**9. Minutes of Local Boards / Committees:**

- 56      9.1      Community Services Executive Committee Session no 49 - 04 April 2022
- 57 - 58      9.2      Administration & Finance Executive Committee Session no 24 - May 17, 2022

- 59 - 60      9.3      Operations and Facilities Executive Committee Minutes May 18, 2022
- 61 - 62      9.4      Economic Development Executive Committee Session no 1 - 05 July 2022
- 63 - 65      9.5      Business Improvement Area - 10 May 2022

**10. In-Camera:**

- 10.1      Council proceeds in-Camera at \_\_\_\_\_ p.m.

THAT Council now meet in-camera in order to address a matter pertaining to:

- RTR and Point Park Litigation

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

- 10.2      • RTR and Point Park Litigation

- 10.3      Review closed meeting Minutes Session 096 June 27, 2022

**11. Public Session Resumes:**

- 11.1      Report out of the Closed Session

**12. Resolutions Required as a result of In-Camera discussions:**

- 12.1      Closed Meeting Minutes

**Recommendation:** THAT the closed meeting minutes of the Council dated June 27, 2022 having been typed and distributed be approved

**13. ADJOURNMENT**

- 13.1      The Council Meeting adjourned at \_\_\_\_\_ p.m.

THAT this meeting of the Council of the Town of Fort Frances be now closed.

**14. \* Previously distributed to Council**

**15. \*\* Items can be viewed by contacting the Clerk**

**PRESENT:** Councillor A. Hallikas, Chairperson; Mayor J. Caul; Councillors M. Behan (virtual), W. Brunetta (virtual), D. Judson (virtual), J. McTaggart and R. Wiedenhoeft.

## 1. COUNCIL MEETING

1.1 Call to Order / Roll Call  
Mayor Caul calls the meeting to order at 6:30 p.m.

## 1.2 Territorial Acknowledgement

### 1.3 Moment of Meditation

1.4 Disclosure of pecuniary interest and the general nature thereof.  
Councillor Judson declared a pecuniary interest relating to Closed Session Item 10.4.  
The general nature he stated the the matter is payable to him by the Corporation.

## 2. Consent Agenda:

## 2.1 Items Referred from Committee of the Whole

1025 THAT the following Consent items be approved:

1) Committee of the Whole Consent Items 5.2, 5.3, 5.4 and 5.5

2) Council Consent Items 2.2, 2.3 and 2.4

CARRIED

<b>Result:</b>	<b>CARRIED</b>
<b>Mover:</b>	John McTaggart
<b>Seconder:</b>	Douglas Judson

2.2 CORR- AFNOO, Proclamation Request and Flag Raising - Franco-Ontarian Day  
September 23, 2022

**Recommendation:** THAT the proclamation for the Franco-Ontarian Day September 23, 2022 and the flag raising be coordinated with the Mayor's Office

CARRIED

## 2.3 CORR: Rail Safety Week 2022 Proclamation Request

**Recommendation:** THAT the proclamation for Rail Safety Week September 19-25, 2022 be coordinated with the Mayor's Office

CARRIED

2.4 CORR: Safe Communities Rainy River District, Request for Support

**Recommendation:** THAT the communication received by the Safe Communities Rainy River District request for support be referred to the Administrative and Finance Executive Committee for a recommendation

CARRIED

3. Approval of Council Minutes: \*

3.1 Regular Council Meeting Minutes Session No. 094 June 13, 2022

1026 **Recommendation:** THAT the meeting minutes of Council Meeting Session No. 094 dated June 13, 2022 having been typed and distributed be approved.  
As amended.

CARRIED

<b>Result:</b>	CARRIED
<b>Mover:</b>	Andrew Hallikas
<b>Seconder:</b>	Rick Wiedenhoeft

3.2 Special Council Meeting Minutes Session No. 095 June 21, 2022

1027 **Recommendation:** THAT the Special meeting minutes of Council Meeting Session No. 095 dated June 21, 2022 having been typed and distributed be approved.

CARRIED

<b>Result:</b>	CARRIED
<b>Mover:</b>	John McTaggart
<b>Seconder:</b>	Wendy Brunetta

4. Approval of Committee of the Whole Minutes: \*

4.1 Committee of the Whole meeting minutes Session No. 101 June 13, 2022

1028 **Recommendation:** THAT the report of Committee of the Whole being Session No. 101 dated June 13, 2022 having been typed and distributed be approved

CARRIED

<b>Result:</b>	CARRIED
<b>Mover:</b>	Michael Behan
<b>Seconder:</b>	Rick Wiedenhoeft

5. Resolutions from tonight's Committee of the Whole meeting

5.1 Tom Janzen and Wes Paetkau, BMI Group / Ziibi Investments / Aazhogan Renewal re: Conceptual Land Use Plan for the Redevelopment of the Former Fort Frances Mill Properties

1029 **Recommendation:** THAT the deputation from Tom Janzen and Wes Paetkau, BMI Group / Ziibi Investments / Aazhogan Renewal re: Conceptual Land Use Plan for the Redevelopment of the Former Fort Frances Mill Properties be received with appreciation

CARRIED

<b>Result:</b>	CARRIED
<b>Mover:</b>	Andrew Hallikas
<b>Seconder:</b>	Douglas Judson

6. By-Laws:

6.1 By-Law to be enacted:

- 1030
- THAT the following by-laws be introduced and read, and finally passed, signed by the Mayor and the Clerk, sealed with the Corporate Seal and become law forthwith:
- By-Law 46-22 Being a by law to authorize the execution of an agreement with Electronic Recycling Association of Alberta) re: Repetitive Services Agreement / Hard Drive Shredding be introduced, read and finally passed, signed by the Mayor and Clerk, sealed with the Corporate Seal and become law forthwith
  - By-Law 47-22 Being a by law to authorize the execution of an agreement with Hatch Ltd re: RFT 2022-OF-09 – Kings Highway & Sinclair Street Reconstruction

CARRIED

7. New Items: None

8. Information Correspondence:

8.1 CORR: Municipal Engineers Association

9. Minutes of Local Boards / Committees: None

10. In-Camera:

10.1 Council proceeds in-Camera at 6:41p.m.

- 1031
- THAT Council now meet in-camera in order to address a matter pertaining to:
1. CAO Perfomance Appraisal

(b) personal matters about an identifiable individual, including municipal or local board employees;

(d) labour relations or employee negotiations;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
2. RTR and Point Park Litigation

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
3. Correspondence received by a Council Member

(b) personal matters about an identifiable individual, including municipal or local board employees;

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

CARRIED

Result:	CARRIED
Mover:	Rick Wiedenhoeft
Seconder:	John McTaggart

- 10.2
- CAO Performance Appraisal
- The following staff members were present: A. Hansma Human Resources Manager / Acting Clerk and CAO Faisal Anwar
- The HR Manager provided Council a confidential report. Council finalized the performance appraisal.
- 10.3
- RTR and Point Park Litigation
- The following staff members were present: Clerk Gabrielle Lecuyer, and CAO Faisal Anwar

Page 4 of 5  
Council received a confidential report from the CAO.

- 10.4   **Correspondence received by Member of Council**  
Councillor Judson exited the meeting as he has declared a pecuniary interest on the subject matter. The following staff members were present: F. Anwar CAO, G. Lecuyer, Clerk  
Council received correspondence from a Member of Council along with a confidential report from the CAO and the Clerk. A resolution will follow the closed session for Council's final consideration.

- 10.5   **Review Closed meeting minutes**  
Session 094, June 13, 2022 and;  
Session 095, June 21, 2022  
Council received the closed draft meeting minutes without comment to be approved in open session.

11.   **Public Session Resumes: 9:08 p.m.**  
Councillor Judson returns virtually to the Regular Council meeting

- 11.1   Report out of the Closed Session  
Mayor Caul reported that Council held a closed session relating to the CAO Performance appraisal, the RTR Point Park litigation where direction was provided to Administration and correspondence that was received from a member of Council where a resolution was to follow the closed session for final consideration.

12.   **Resolutions Required as a result of In-Camera discussions:**

- 12.1   Closed meeting minutes of  
Session 094, June 13, 2022 and;  
Session 095, June 21, 2022

- 1036   **Recommendation:** THAT the Special closed meeting minutes of the Council dated June 13 and June 21, 2022 having been typed and distributed be approved

CARRIED

<b>Result:</b>	<b>CARRIED</b>
<b>Mover:</b>	John McTaggart
<b>Seconder:</b>	Andrew Hallikas

- 12.2   Correspondence received by a Member of Council  
Mayor Caul called for a recorded vote

- 1037   **Recommendation:** THAT Council approve the reimbursement request from Councillor Judson regarding the Code of Conduct Expenses

DEFEATED.

<b>Result:</b>	<b>DEFEATED.</b>
<b>Mover:</b>	Andrew Hallikas
<b>Seconder:</b>	Rick Wiedenhoeft
<b>Ayes:</b>	Andrew Hallikas
<b>Nays:</b>	Wendy Brunetta, June Caul, Michael Behan, John McTaggart, and Rick Wiedenhoeft
<b>COI:</b>	Douglas Judson

13.   **ADJOURNMENT**

- 13.1   The Council Meeting adjourned at 9:12 p.m.

- 1038   THAT this meeting of the Council of the Town of Fort Frances be now closed.

CARRIED

<b>Result:</b>	<b>CARRIED</b>
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<b>Mover:</b>	John McTaggart
<b>Seconded:</b>	Michael Behan

- 14.    \* Previously distributed to Council
- 15.    \*\* Items can be viewed by contacting the Clerk



TOWN OF FORT FRANCES

COMMITTEE OF THE

WHOLE

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Page 2 of 4  
Councillor Hallikas - Verbal Update relating to DSSAB with respect to homelessness, the audited financial statements and annual report. The challenge recruiting Paramedics and the Fort Frances Library Board Meeting.

5. Consent Agenda:

5.1 Approval of Consent Agenda

230 **Recommendation:** THAT the matters listed on the Consent Agenda be referred to the Consent Agenda for the Regular Meeting of Council later tonight for approval being items # 5.2, 5.3, 5.4 and 5.5

CARRIED

<b>Result:</b>	CARRIED
<b>Mover:</b>	Rick Wiedenhoeft
<b>Second:</b>	John McTaggart

5.2 Municipal Disaster Recovery Assistance Program

**Recommendation:** THAT the Administration and Finance Executive Committee support the following resolution:  
WHEREAS, the Municipality of the Corporation of the Town of Fort Frances, recently experienced a flood event, natural disaster, starting on April 22, 2022 and has experienced incremental operating and capital costs;  
THEREFORE BE IT RESOLVED, Council of the Corporation of the Town of Fort Frances hereby request the Minister of Municipal Affairs and Housing to activate the Municipal Disaster Recovery Assistance program;  
FURTHER THAT, the Treasurer is given delegated authority to verify and attest to the accuracy of the attached claim.

5.3 Resident 916 Armit Avenue Request re: Fence Height

**Recommendation:** THAT Council of the Town of Fort Frances approve the over height fence request of eight (8) feet for 916 Armit Avenue.

5.4 Fort Frances Canadian Bass Championship Request

**Recommendation:** THAT the Committee of the Whole of Council support the request as follows:  
Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through G. Lecuyer, Clerk,  
Item 2) Authorize use of the Memorial Sports Centre Stage, Tables, Chairs & Town picnic tables. The Town will provide picnic tables where the FFCBC tournament volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event, in a clean manner. Co-ordinate through Travis Rob, Operations & Facilities Manager at 274-9893 or Trevor McKinnon, Parks Working Foreman at 276-5761.  
Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through G. Lecuyer, Clerk,  
Item 4) Use of Four Barricades – the Town will deliver 4 barricades to the Sorting Gap Parking lot prior to the event and will pick them up after the event. Co-ordinate through C. Vangel 274-9893.  
Item 5) Building Permit application (in-kind) for the erection of the tent; Co-ordinate through C. Vangel. Staff will ensure that standard practice is done relating to tent permits and inspections.  
Item 6) At this time there are no boats at the docks due to high waters and refunds have been issued.

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Item 7) Waive launch fees for tournament competitors and volunteers from July 21st to 23rd with the list of pertinent participants being provided to Memorial Sports Centre staff.

Item 8) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years.

Item 9) Allow the tournament to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event. The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching the banners, signs & pennants to the streetlight poles as in 2019 is utilized in 2022.

Item 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key; Co-ordinate through T. Young, Recreation and Culture Manager, and

Item 11) Requesting assistance from the Town of Fort Frances with the setting up of the tent on July 15th and taking down the tent on July 23rd. In past O&F Division Staff have assisted in the set up & take down of the Main Event Tent – 4 PW workers and 4 Parks workers provided assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent. Staff again will be allocated to assist in the setup and takedown of the tent in 2022, Co-ordinate through C. Vangel.

Further, that the responsible entity for the Fort Frances Canadian Bass Championship Live Release Tournament ensure a minimum of \$5,000,000 commercial general liability insurance, name the Town of Fort Frances as an additional insured, and have Host Liquor Liability coverage if their event sells liquor & that certified Smart Serve bartenders are used for any liquor sales for their event planned to start on July 20th, 2022 through to the date the tent is taken down.

#### 5.5 Award of Tender 2022-OF-11

**Recommendation:** THAT Council of the Town of Fort Frances award tender 2022-OF-11 to Positano Paving; and

FURTHER THAT a by-law be prepared to authorize Mayor and Clerk to execute the agreement on behalf of the corporation.

### 6. Operations and Facilities Division:

#### 6.1 Verbal Update on Capital Projects

The Manager of Operations and Facilities provided a verbal update on capital projects with respect to: Memorial Sports Centre - Main Foyer Roof, 52 Canadians Arena Roof and 52 Sprinkler System MemorialKings Highway, Mowat Avenue and Armit Avenue.

### 7. General: None

### 8. Information:

The following items were received.

8.1 Town of Fort Frances Financial Statements as of May 31, 2022

8.2 PDEC May Report

8.3 April 2022 Complaint Register

### 9. ADJOURNMENT

9.1 The meeting adjourned at 6:28 p.m.

231 **Recommendation:** THAT this meeting of the Committee of Whole of Council of the Town of Fort Frances be now closed

CARRIED

<b>Result:</b>	<b>CARRIED</b>
<b>Mover:</b>	Wendy Brunetta
<b>Seconder:</b>	Michael Behan

**Town of Fort Frances  
Administrative Report**

**TO:** Mayor & Council  
**FROM:** Cody Vangel, Chief Building Official & Municipal Planner  
**SUBJECT:** SPC01-2022: Site Plan Control Agreement Amendment - NWCDSD  
**DATE:** July 11, 2022

**Issue:**

Consideration of an amendment to the site plan control agreement for St. Mary School to add the following:

1. Expand the northern parking lot
2. Add walking paths
3. Add two additional portable classrooms
4. Add a 24' by 24' pavilion

**Strategic Impact:**

N/A

**Options/Alternatives:**

1. Approve application for site plan control agreement amendment and amend site plan control agreement; or
2. Do not approve request.

**Administrative Recommendation:**

THAT the application for site plan control amendment and the associated documents be approved;  
AND THAT the authorizing by-law come forward at a future meeting of Council;  
AND FURTHER THAT the Mayor and Clerk be authorized to execute the site plan control agreement amendment documents on behalf of the corporation.

**History:**

On March 26, 2018, Council of the Town of Fort Frances approved by-law 14/18 authorizing the site plan control agreement between the Town of Fort Frances and the Northwest Catholic District School Board, to outline conditions and development terms for the construction of St. Mary School. Construction of the school has been completed and no outlying requirements of the parent agreement remain.

**Analysis:**

The applicant wishes to amend the site plan control agreement to add the following:

1. Expand the northern parking lot
2. Add walking paths
3. Add additional portable classrooms
4. Add a pavilion

Primary concerns that were considered by administration in this review were the impacts on the existing stormwater management plan, and impact on the existing stormwater easement which resides west of the existing school.

Per the stamped letter provided by the applicant's consultant, they do not foresee any increases with the controlled rate of discharge of storm water from the proposed development to the municipal system.

Generally, it does not appear that there would be any impact on the storm water easement from the development except for one section of paved walking path which crosses the easement to provide access to a westerly play structure. If the Town were to require access to repair the stormwater sewer, this section of walking path may be liable to removal to complete any necessary repairs.

**Consultation:**

- Operations and Facilities Division
- Applicant

**Supporting Document / Financial Documents:**

- Site plan control application
- Site Plan
- Site servicing and stormwater management plan documents
- Draft agreement



## TOWN OF FORT FRANCES

### Planning and Development Division

320 Portage Avenue

Fort Frances, ON P9A 3P9 807.274.5323

ext. 1216

## APPLICATION FOR SITE PLAN CONTROL APPROVAL

Section 41 of the Planning Act, R.S.O., 1990 (as amended)

**Notice of Public Record:** All information and materials required in support of your application shall be made available to the public, as indicated by Section 1.0.1 of The Planning Act, R.S.O. 1990, C.P.13.

**Municipal Freedom of Information and Protection of Personal Privacy:** Personal information on this form is collected under the Authority of The Planning Act and will be used to process this application.

<b>1. APPLICATION TYPE</b>						
a) New Site Plan Control Agreement: <input type="checkbox"/>						
b) Amendment to existing Agreement: <input checked="" type="checkbox"/> X Authorizing By-Law Number <u>14/18</u>						
<b>2. PROPERTY INFORMATION</b>						
a) Address	Northwest Catholic District School Board 675 Flinders Ave Fort Frances					
b) Tax Roll No.	5 9 1 2 010 0 0 4 13300					
c) Legal Description	Range Riv Lot 39 to 40 Pt PCL 15590					
d) Dimensions	Frontage		Depth		Area	
<b>3. APPLICANT INFORMATION</b>						
a) Applicant	Toby Munro Manager of Facilities The Northwest Catholic District School Board Phone (807)274-2931 cell (807) 271-0010					
b) Mailing Address	555 Flinders Ave Fort Frances, Ontario P9A 3L2					
c) Email	Tmunro@tncdsb.on.ca					
<b>4. AGENT INFORMATION (if applicable)</b>						
a) Agent Name	n/a			Phone		
b) Mailing Address				Postal Code		
c) Email						



<b>5. OWNER (If different from 3 above)</b>	
a) Owner	Jackie Robinson Director of Education The Northwest Catholic District School Board Phone (807) 938 5802
b) Mailing Address	75 Van Horne Avenue, Dryden, Ontario P8N 2B2
c) Email	jrobinson@tncdsb.on.ca
Note – All communication will be sent to Application Contact unless otherwise requested	

<b>6. MORTGAGEES, HOLDERS OF CHARGES OR OTHER ENCUMBRANCES</b>			
a) Institution			
b) Contact/Reference		Phone	
c) Mailing Address		Postal Code	
d) Email			
<b>7. OTHER APPLICATIONS (Complete if applicable)</b>			
a) File Type & No.			
Details			
b) File Type & No.			
Details			
<b>8. LAND USE</b>			
a) Official Plan			
b) Current Zoning			
c) Current Land Use			
<b>9. BUILDINGS &amp; STRUCTURES</b>			
	<b>Existing</b>	<b>Proposed</b>	<b>Required</b>
a) Width	54.27	Add 2 portables 7.315mx9.75m each	n/a
b) Length	108,89 N	n/a	n/a



c) Ground Floor Area	3382.7 s.m.	3525.4 s.m. (addition of two portables)	n/a
d) Gross Floor Area	3382.7 s.m.	3525.4 s.m. (addition of two portables)	n/a
e) Storeys (#)	1	1	n/a
f) Dwelling Units(#)	0	0	n/a
g) Building Height	7.83	3.429m(portable height)	20 m max
h) Lot Coverage (%)	4.1%	4.1% plus two portables	50% max
i) Landscaped Area (%)	Exceeds min	Exceeds min	10% min
j) Parking Spaces(#)	35 plus 3 Barrier free	Addition of 34 parking spaces= 69 plus 3 barrier free	1.5/classroom or 1/9m2 of gym (37+2 Barrier Free)

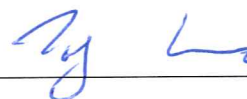
**10. APPLICANT DECLARATION**

The undersigned hereby applies for Site Plan Control Approval pursuant to section 41 of the Planning Act, and hereby certifies that the information provided, together with any attachments, are true to the best of my/our knowledge, and acknowledge that all information contained herein is collected for the purpose of creating a record that is available to the general public.

Dated at Fort Frances this 16th day of June 2022



(Signature of Owner or Agent)



(Signature of Owner or Agent)

**11. APPLICANT'S AUTHORIZATION IF AGENT SUBMITTING THIS APPLICATION**

I/We authorize \_\_\_\_\_ (name of agent) to act on m/our behalf in submitting this application. This application has been submitted with my/our full knowledge and endorsement

(Signature of Owner or Applicant)

**NOTE**

**APPROVAL OF A SITE PLAN DOES NOT RELIEVE THE  
OWNER TO SATISFY REQUIREMENTS OF THE ZONING BY-LAW OR  
BUILDING CODE. THE OWNER MUST APPLY FOR ALL OTHER APPLICABLE  
PERMITS.**

**ATTACHMENT # 1**

**SUBMISSION REQUIREMENTS CHECKLIST**

## A. 1 copy of completed application with fee:

- ☐ New Site Plan Control Agreement (\$\_\_\_\_\_)
- ☒ Amendment to Site Plan Control Agreement (\$\_\_\_\_\_)

B. Site Plan prepared by professional architect or engineer with following information ☐ ☒ The boundaries and dimensions of the subject land.

- ☒ North arrow, scale and legend.
- ☒ Buildings to be erected or enlarged labelled with # of storeys, the size, height and location of entrances, uses, etc.
- ☒ Setbacks and separation distances between buildings/structures and lot lines
- ☒ All Parking area, spaces and aisles, loading areas and access to loading areas including number of spaces, dimensions, surface treatment, etc.
- ☒ Distance from parking areas to buildings and lot lines
- ☒ Walkways, sidewalks and curbing
- ☒ Driveways and aisles including direction of ingress and egress with dimensions
- ☒ Fire Access Route
- ☒ Lighting and orientation of lighting
- ☒ Outdoor equipment and storage (ie garbage, air conditioning, etc.)
- ☒ Location of fencing and/or screening features and details for existing or proposed
- ☒ All signs, including height and orientation
- ☒ Landscaped areas including existing landscaping features such as trees, shrubs, etc. and any landscaping proposed.
- ☒ Conceptual drainage plan indicating storm drainage routes, storm water retention areas, snow storage area(s), storm water management facilities, catch basins, swales, etc.
- ☒ Existing municipal infrastructure immediately adjacent to the site (roads, lanes, sidewalks, existing entrances, boulevard trees, fire hydrants, hydro poles, easements, etc.)

SITE PLAN AGREEMENT

THIS AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_ 2022.

B E T W E E N:

**Northwest Catholic District School  
Board**  
(the “Owner”)

- and -

The Corporation of the Town of Fort  
Frances (the “Municipality”)

WHEREAS:

- A. The Owner wishes to construct and develop, in and on the Lands or a portion thereof, additional parking provisions, a pavilion, paved walking paths, and additional portable classrooms (herein sometimes referred to as the “Development” or “Proposed Development”);
- B. By an application received June 17, 2022, the Owner applied to the Municipality for site plan approval in respect of the Proposed Development;
- C. The Municipality provided approval of the Application in respect of the Proposed Development subject to certain conditions;
- D. The Owner has submitted to the Municipality the Plans and Drawings in respect of such Proposed Development by the Owner of the Lands; and
- E. s. 41(10) of the Planning Act which permits the registration of this Agreement against the Lands.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the receipt of which is hereby acknowledged, the Owner and the Municipality (collectively the “Parties”, individually a “Party”) hereto agree one with the other as follows:

Lands

- 1. The Lands affected by this Agreement are as follows: the lands and premises municipally described as 555/675/755 Flinders Avenue.

Schedules

- 2. The following Schedules are attached hereto and form part of this Agreement:
  - (a) **Schedule 1** being a schedule of financial obligations of the Owner payable upon execution of this Agreement or as otherwise provided;
  - (a) **Schedule 2** being a list of the Plans and Drawings (as “Plans and Drawings” are defined in paragraph 3 of the parent Agreement) as filed by the Owner with the Municipality as may be, with the approval of the Municipality, revised at any time and from time to time;

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals  
duly attested to by their proper signing officers in that behalf.

***Rainy River District School Board***

per \_\_\_\_\_  
Name:  
Title:

per \_\_\_\_\_  
Name:  
Title:

We have authority to bind the corporation

**The Corporation of the Town of Fort Frances**

per \_\_\_\_\_  
Name: J. Caul,  
Title: Mayor

per \_\_\_\_\_  
Name: G. Lecuyer,  
Title: Town Clerk

We have authority to bind the Municipality

## Schedule 1

## Schedule of Financial Obligations of the Owner

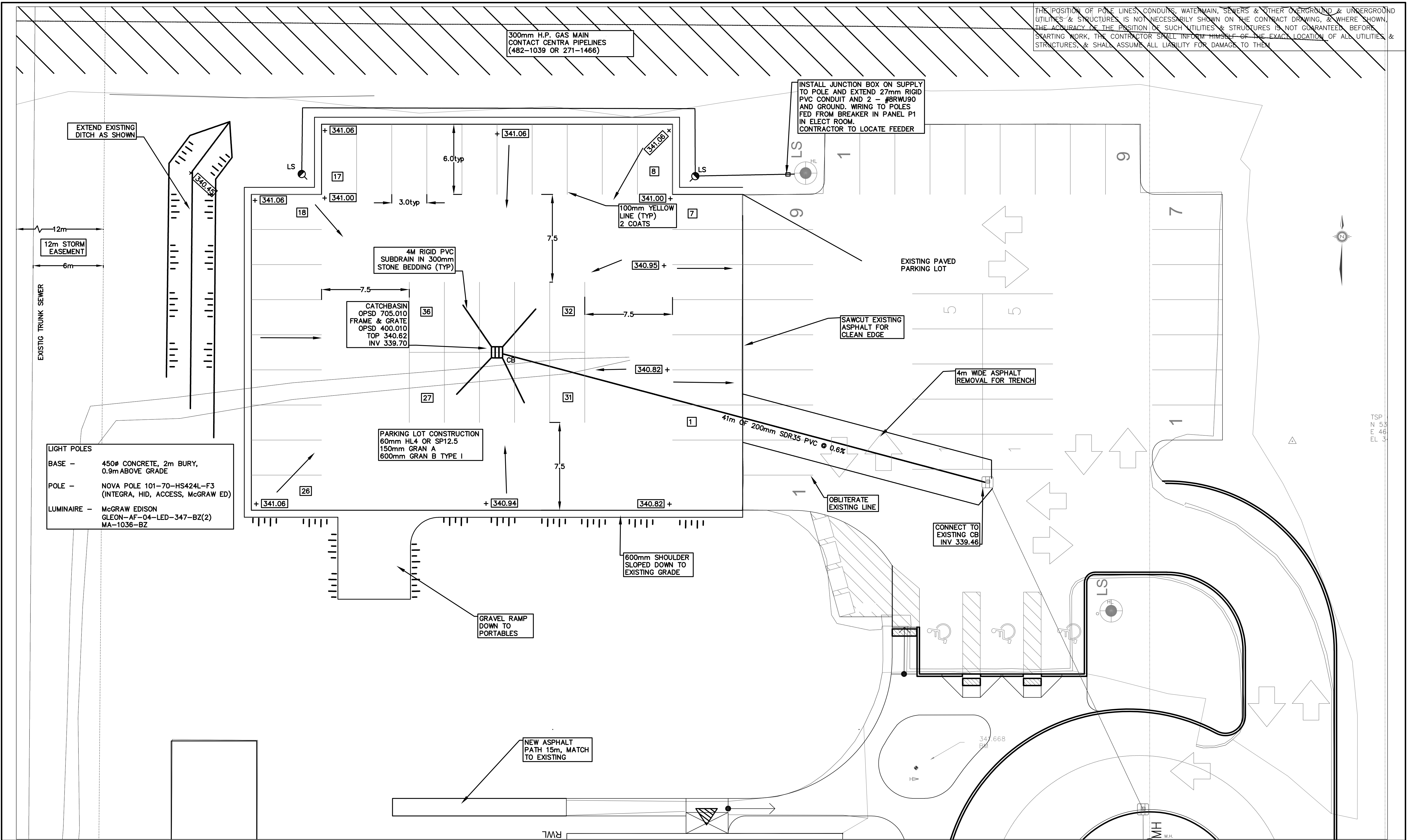
1. Any and all costs and expenses whatsoever incurred by the Municipality with regard to:

- (a) Application for site plan;
- (b) Preparation of this agreement;
- (c) Registration of this Agreement on title and preparation of any and all land titles documentation in relation thereto, all such documentation to be provided to the Municipality for approval prior to registration thereof;
- (d) All legal / lawyer fees and disbursements;
- (e) Engineer / engineering fees and disbursements;
- (f) Planning / planner fees and disbursements;
- (g) Municipal staff time;
- (h) All Land title fees and charges;
- (i) Any other costs or charges in any way related to the application, the development, or this agreement; and
- (j) HST and any other taxes applicable on or to any of the above.

**Schedule 2**  
List of Plans and Drawings  
(Appendix 'A')

A1-368567-G1 (7-4-22) – Parking Lot Expansion
A1-368567-G2 (7-4-22) – Drainage and Hard Surfacing
Letter on Drainage for Site Plan Control Amendment
site plan of new portables and pavilion

\*\*Changes or additional plans and drawings must be submitted to the Municipality for approval. Once approval is granted by the Municipality, the listing of Schedule 4 will be amended.



THE POSITION OF POLE LINES, CONDUITS, WATERMAIN, SEWERS & OTHER OVERGROUND & UNDERGROUND UTILITIES & STRUCTURES IS NOT NECESSARILY SHOWN ON THE CONTRACT DRAWING, & WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES & STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL UTILITIES & STRUCTURES, & SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.

EXTEND EXISTING DITCH AS SHOWN

12m STORM EASEMENT

6m

EXISTING TRUNK SEWER

**LIGHT POLES**

BASE - 450# CONCRETE, 2m BURY, 0.9m ABOVE GRADE

POLE - NOVA POLE 101-70-HS424L-F3 (INTEGRA, HID, ACCESS, McGRAW ED)

LUMINAIRE - McGRAW EDISON GLEON-AF-04-LED-347-BZ(2) MA-1036-BZ

INSTALL JUNCTION BOX ON SUPPLY TO POLE AND EXTEND 27mm RIGID PVC CONDUIT AND 2 - #8RWJ90 AND GROUND. WIRING TO POLES FED FROM BREAKER IN PANEL P1 IN ELECT ROOM. CONTRACTOR TO LOCATE FEEDER

4M RIGID PVC SUBDRAIN IN 300mm STONE BEDDING (TYP)

CATCHBASIN  
OPSD 705.010  
FRAME & GRATE  
OPSD 400.010  
TOP 340.62  
INV 339.70

PARKING LOT CONSTRUCTION  
60mm HL4 OR SP12.5  
150mm GRAN A  
600mm GRAN B TYPE I

600mm SHOULDER SLOPED DOWN TO EXISTING GRADE

GRAVEL RAMP DOWN TO PORTABLES

NEW ASPHALT PATH 15m, MATCH TO EXISTING

SAWCUT EXISTING ASPHALT FOR CLEAN EDGE

4m WIDE ASPHALT REMOVAL FOR TRENCH

OBLITERATE EXISTING LINE

CONNECT TO EXISTING CB  
INV 339.46

**BENCHMARK:**  
TOP OF OPERATING NUT OF FIRE HYDRANT  
NORTHEAST CORNER OF SCHOOL 341.67

+ 341.22 - PROPOSED GRADE  
+ 341.22 - EXISTING GRADE

No.	Revision	Date	Initial
1	ISSUED FOR TENDER	06/23/22	DK/GB
0	FOR TENDER REVIEW	06/14/22	CM/GB
A	ISSUED FOR 1ST CLIENT REVIEW		

Approved

PROJECT 2022-020  
PARKING LOT EXPANSION

TNCDSB

ST MARYS SCHOOL

FLINDERS AVENUE  
FORT FRANCES, ON

**HATCH**

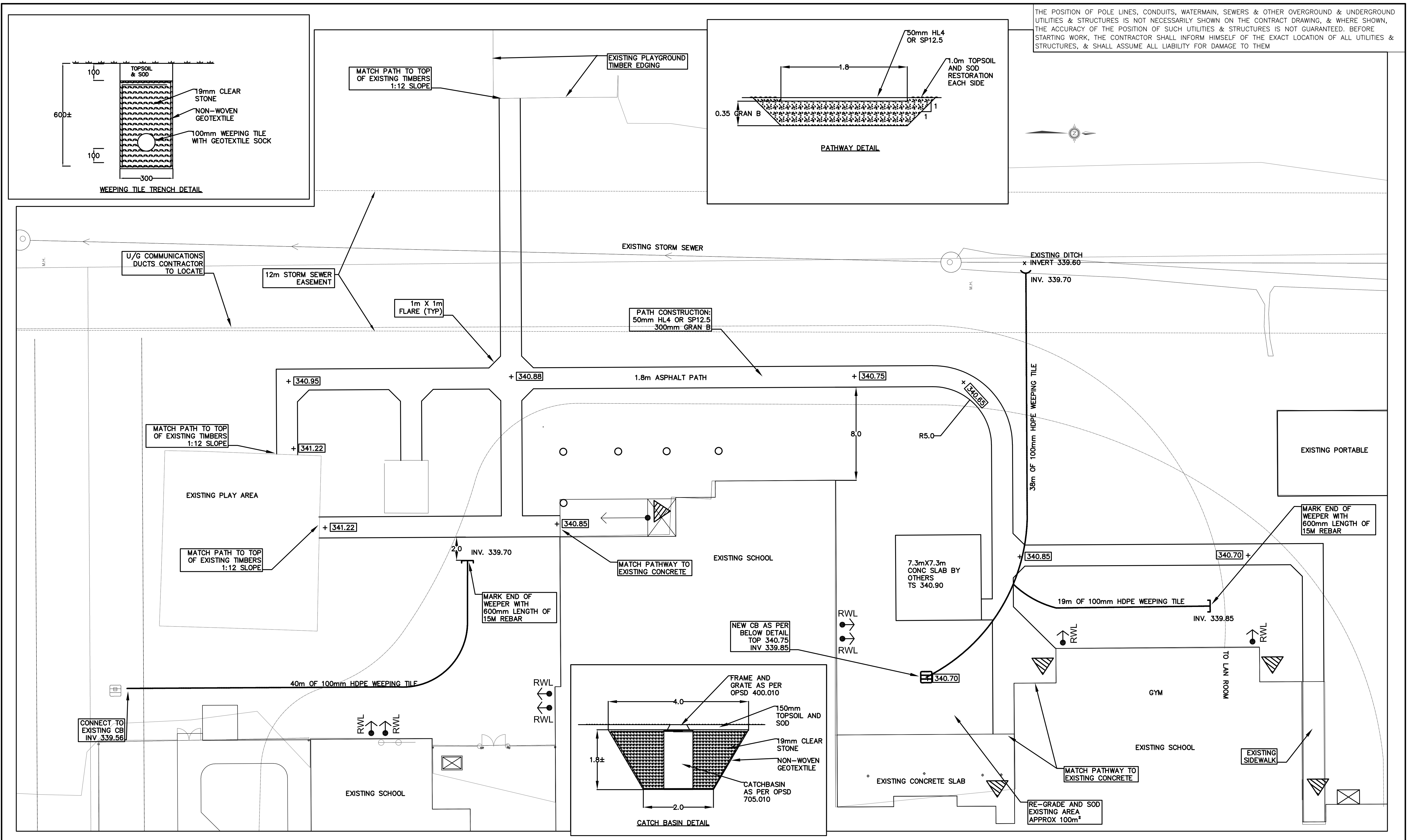
Scale  
3m 0 1.5m  
HORIZ.

Drawn By CM  
Ckd. By GB  
Dwg. No. A1-368567-G1

Date  
JUNE 2022

Rev. 1





BENCHMARK: TOP OF OPERATING NUT OF FIRE HYDRANT NORTHEAST CORNER OF SCHOOL 341.67								Approved	PROJECT 2022-024 DRAINAGE AND HARD SURFACING	TNCDSB		<div>HATCH</div>					
+ [341.22] - PROPOSED GRADE + 341.22 - EXISTING GRADE										ST MARYS SCHOOL							
1 ISSUED FOR TENDER				06/23/22	DK/GB					FLINDERS AVENUE FORT FRANCES, ON		Scale <div><div>3m01.5m</div><div>HORIZ.</div></div>		Drawn By CM		Date JUNE 2022	
0 FOR TENDER REVIEW				06/14/22	CM/GB							Ckd. By GB		Dwg. No.		Rev. 1	
A ISSUED FOR 1ST CLIENT REVIEW																	
No. Revision				Date	Initial												

973 Balmoral Street, Suite 101  
Thunder Bay, Ontario P7B 0E2  
Tel: +1 (807) 623 3449 Fax: +1 (807) 623 5925 www.hatch.com

June 9, 2022

368567

The Northwest District Catholic School Board  
555 Flinders Ave.  
Fort Frances Ontario  
P9A 3L2

**Attention: Toby Munro, Manager of Facilities**

**Re: St. Mary's Elementary School Flinders Avenue  
Additional Site Development**

The Board proposes to carry out the following site development work on the property which will require an amendment to the Site Control Plan:

- Expand the asphalt surfaced parking lot on the north side of the school by 1,300 sq.m.
- Provide 170 l.m. of asphalt surfaced pathways on the west side of the school from the entrances to the existing play areas.

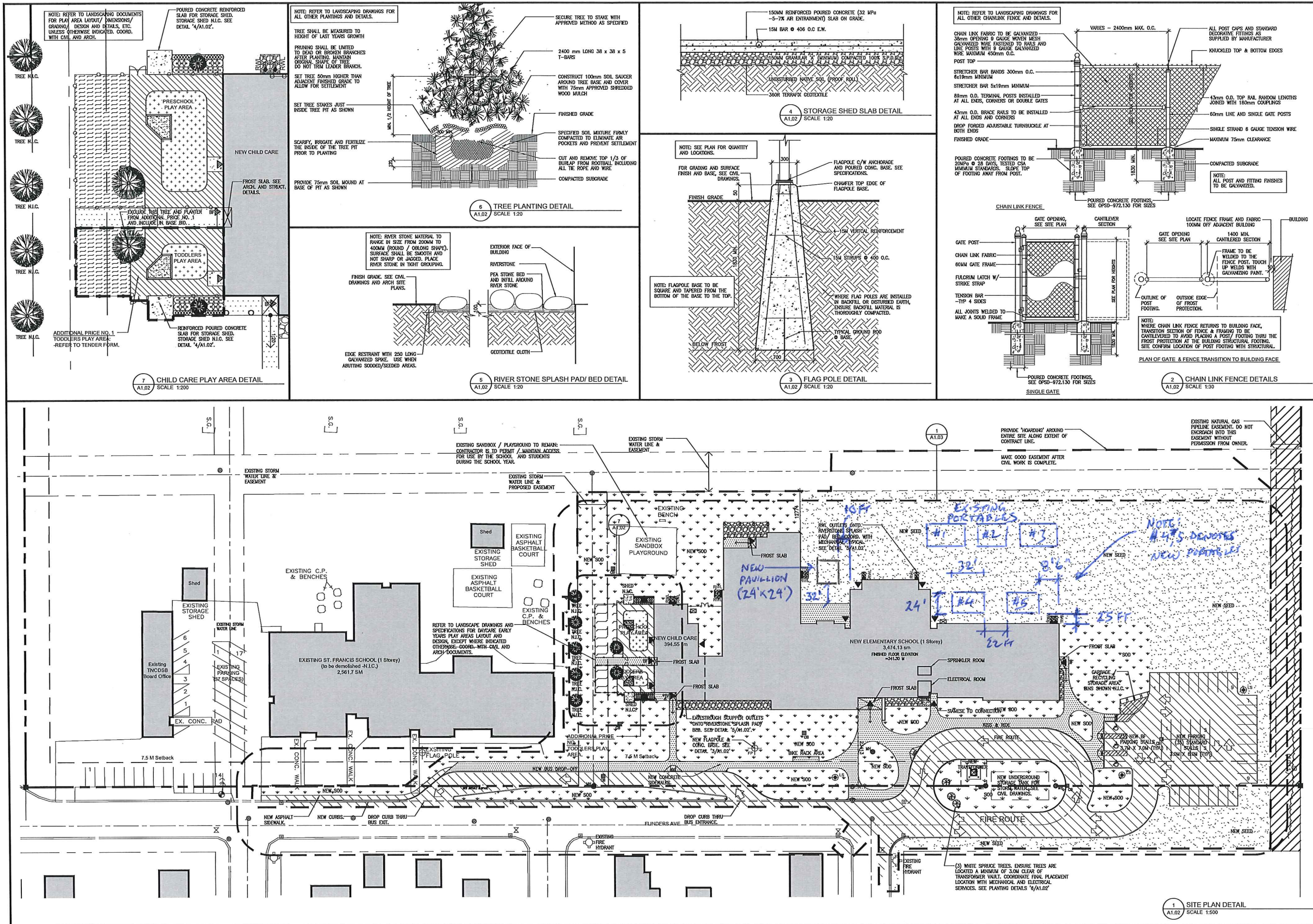
The additional parking area will be drained through the existing storm water treatment system (oil-grit separator plus stone storage/infiltration area) in the island of the Kiss 'N Go Loop. This system has a flow restricted outlet to control the rate of outflow. This system may surcharge slightly during occasional extreme events but in our opinion will not result in any significant increase in the rate of discharge that will negatively impact the existing storm sewer system.

The pathways will drain to the existing grassed areas and flow overland to the existing surface drainage system. A catchbasin will be installed adjacent to the westerly entrance to address a drainage situation which cannot be resolved with overland flow. The catchbasin frame will be positioned slightly above the nominal finished grade and will be backfilled with clear stone to allow much of the drainage to be stored and infiltrate and be collected by a weeping tile in stone bedding which will drain to the existing ditch outlet. In our opinion this system will not result in a noticeable increase in flow to the existing storm sewer system.

Yours very truly,  
HATCH LTD.







Revision	Date	Description
01	08/17/2018	Issued for Construction
02	08/17/2018	Issued for Tender, Permit and Construction
03	08/17/2018	Issued for 100% Client Review
04	08/17/2018	Issued for 100% Client Review
05	08/17/2018	Issued for 100% Client Review
06	08/17/2018	Issued for 100% Client Review
07	08/17/2018	Issued for 100% Client Review
08	08/17/2018	Issued for 100% Client Review
09	08/17/2018	Issued for 100% Client Review
10	08/17/2018	Issued for 100% Client Review
11	08/17/2018	Issued for 100% Client Review
12	08/17/2018	Issued for 100% Client Review
13	08/17/2018	Issued for 100% Client Review
14	08/17/2018	Issued for 100% Client Review
15	08/17/2018	Issued for 100% Client Review
16	08/17/2018	Issued for 100% Client Review
17	08/17/2018	Issued for 100% Client Review
18	08/17/2018	Issued for 100% Client Review
19	08/17/2018	Issued for 100% Client Review
20	08/17/2018	Issued for 100% Client Review

Do not scale from this drawing. The Contractor shall verify all actual on site dimensions and report any discrepancies to the Consultant prior to proceeding with the work.



CRITCHLEY HILL  
ARCHITECTURE  
CRITCHLEY HILL ARCHITECTURE INC.  
NORTH BAY ONTARIO T0S 9S5 2S1 CRITCHLEYHILL.CA

Project: THE NORTHWEST CATHOLIC DISTRICT SCHOOL BOARD  
NEW CONSOLIDATED FORT FRANCES ELEMENTARY SCHOOL  
555 FLINDERS AVE.  
FORT FRANCES, ON  
Drawing Title: SITE PLAN DETAILS  
Drawn By: KSH  
Checked By: ICH  
Scale: As Noted  
Project No: 1735  
Date Plotted: Aug 16, 2018  
Date Revised: May 08, 2018  
Drawing No: A1.02



**THE CORPORATION OF THE TOWN OF FORT FRANCES**

**BY-LAW NO. 14/18 – A**

(Being a By-Law to authorize execution of an amendment to the site plan control agreement as a condition of development with The Northwest Catholic District School Board. – *The Planning Act*, Section 41)

**WHEREAS** the Town of Fort Frances has an Official Plan in effect which designates the entire Town as Site Plan Control Area

**AND WHEREAS** Council of the Town of Fort Frances at its meeting held Monday March 12, 2018 approved the report from the Chief Building Official / Municipal Planner, as supported by the Planning & Development Executive Committee, to designate property located at 555 Flinders Avenue as a Site Plan Control Area and further that a Site Plan Agreement be approved;

**AND WHEREAS** Council, at it's meeting held July 11, 2022 approved a report from the Chief Building Official / Municipal Planner, that the site plan and site plan control agreement between the Corporation of the Town of Fort Frances and the Northwest Catholic District School Board be amended.

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

1. **THAT** the site plan for lands municipally known as **555/675/755 Flinders Avenue** are amended as shown on Schedule "A" attached to and forming part of this by-law.
2. **THAT** all other terms and conditions save those amended by this by-law shall be in force and effect as outlined in the original By-law 14/18.
3. **THAT** the Mayor and the Clerk be authorized to execute the amending Agreement attached to and forming part of this by-law;
4. **THAT** this By-Law shall come into force and take effect upon the final passing thereof.

**Enacted** and **passed** this 11<sup>th</sup> day of July 2022.

---

J. Caul, MAYOR

---

G. Lecuyer, CLERK

SITE PLAN AGREEMENT

THIS AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_ 2022.

B E T W E E N:

**Northwest Catholic District School  
Board**  
(the “Owner”)

- and -

The Corporation of the Town of Fort  
Frances (the “Municipality”)

WHEREAS:

- A. The Owner wishes to construct and develop, in and on the Lands or a portion thereof, additional parking provisions, a pavilion, paved walking paths, and additional portable classrooms (herein sometimes referred to as the “Development” or “Proposed Development”);
- B. By an application received June 17, 2022, the Owner applied to the Municipality for site plan approval in respect of the Proposed Development;
- C. The Municipality provided approval of the Application in respect of the Proposed Development subject to certain conditions;
- D. The Owner has submitted to the Municipality the Plans and Drawings in respect of such Proposed Development by the Owner of the Lands; and
- E. s. 41(10) of the Planning Act which permits the registration of this Agreement against the Lands.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the receipt of which is hereby acknowledged, the Owner and the Municipality (collectively the “Parties”, individually a “Party”) hereto agree one with the other as follows:

Lands

- 1. The Lands affected by this Agreement are as follows: the lands and premises municipally described as 555/675/755 Flinders Avenue.

Schedules

- 2. The following Schedules are attached hereto and form part of this Agreement:
  - (a) **Schedule 1** being a schedule of financial obligations of the Owner payable upon execution of this Agreement or as otherwise provided;
  - (a) **Schedule 2** being a list of the Plans and Drawings (as “Plans and Drawings” are defined in paragraph 3 of the parent Agreement) as filed by the Owner with the Municipality as may be, with the approval of the Municipality, revised at any time and from time to time;

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals  
duly attested to by their proper signing officers in that behalf.

***Rainy River District School Board***

per \_\_\_\_\_  
Name:  
Title:

per \_\_\_\_\_  
Name:  
Title:

We have authority to bind the corporation

**The Corporation of the Town of Fort Frances**

per \_\_\_\_\_  
Name: J. Caul,  
Title: Mayor

per \_\_\_\_\_  
Name: G. Lecuyer,  
Title: Town Clerk

We have authority to bind the Municipality

## Schedule 1

## Schedule of Financial Obligations of the Owner

1. Any and all costs and expenses whatsoever incurred by the Municipality with regard to:

- (a) Application for site plan;
- (b) Preparation of this agreement;
- (c) Registration of this Agreement on title and preparation of any and all land titles documentation in relation thereto, all such documentation to be provided to the Municipality for approval prior to registration thereof;
- (d) All legal / lawyer fees and disbursements;
- (e) Engineer / engineering fees and disbursements;
- (f) Planning / planner fees and disbursements;
- (g) Municipal staff time;
- (h) All Land title fees and charges;
- (i) Any other costs or charges in any way related to the application, the development, or this agreement; and
- (j) HST and any other taxes applicable on or to any of the above.

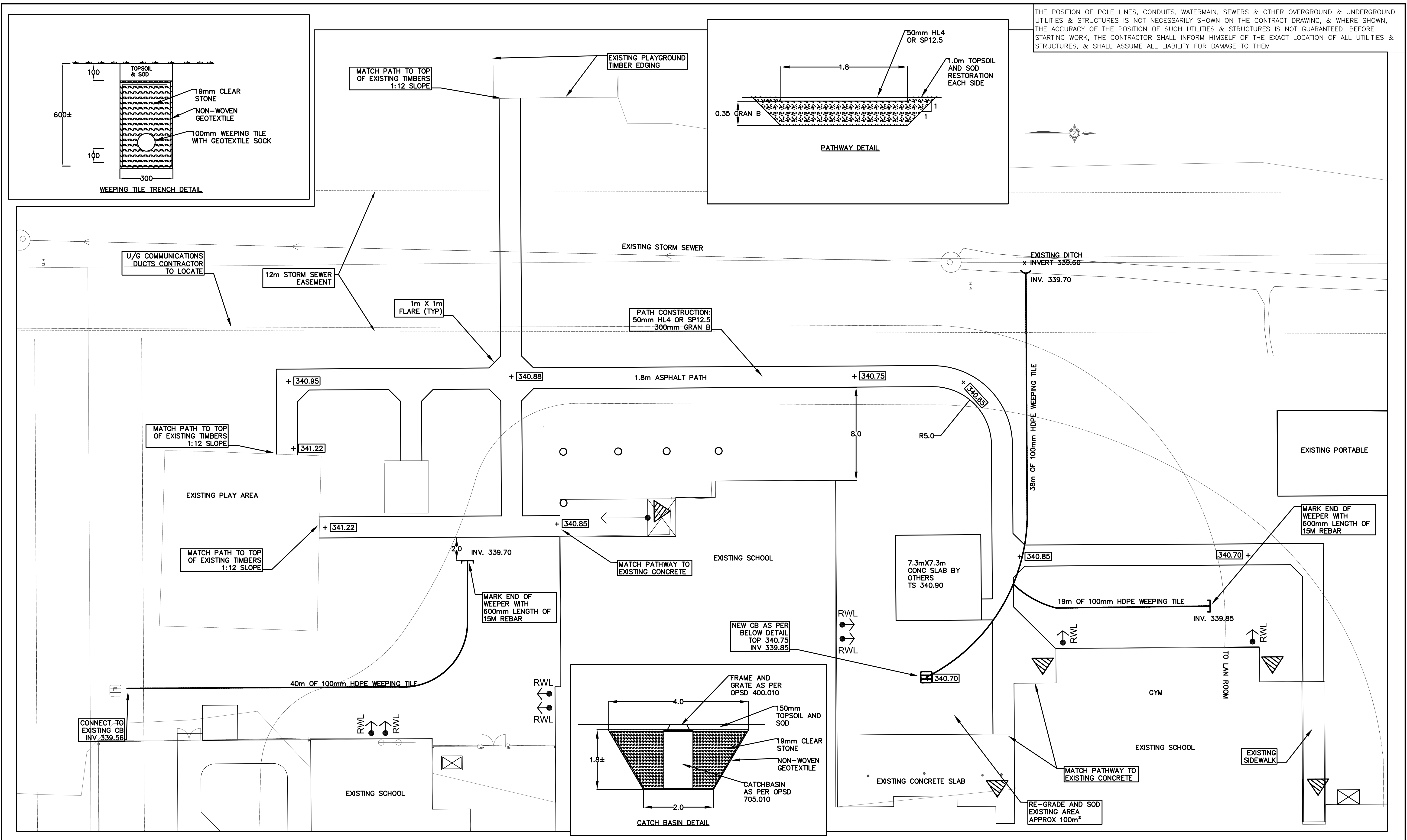


**Schedule 2**  
List of Plans and Drawings  
(Appendix 'A')

A1-368567-G1 (7-4-22) – Parking Lot Expansion
A1-368567-G2 (7-4-22) – Drainage and Hard Surfacing
Letter on Drainage for Site Plan Control Amendment
site plan of new portables and pavilion

\*\*Changes or additional plans and drawings must be submitted to the Municipality for approval. Once approval is granted by the Municipality, the listing of Schedule 4 will be amended.





BENCHMARK: TOP OF OPERATING NUT OF FIRE HYDRANT NORTHEAST CORNER OF SCHOOL 341.67								Approved	PROJECT 2022-024 DRAINAGE AND HARD SURFACING	TNCDSB		HATCH									
+ 341.22 - PROPOSED GRADE + 341.22 - EXISTING GRADE										ST MARYS SCHOOL											
1 ISSUED FOR TENDER				06/23/22	DK/GB					FLINDERS AVENUE FORT FRANCES, ON		Scale 3m 0 1.5m HORIZ.		Drawn By CM		Date JUNE 2022					
0 FOR TENDER REVIEW				06/14/22	CM/GB							Ckd. By GB		Dwg. No.		Rev. 1					
A ISSUED FOR 1ST CLIENT REVIEW																					
No. Revision				Date	Initial																

973 Balmoral Street, Suite 101  
Thunder Bay, Ontario P7B 0E2  
Tel: +1 (807) 623 3449 Fax: +1 (807) 623 5925 www.hatch.com

June 9, 2022

368567

The Northwest District Catholic School Board  
555 Flinders Ave.  
Fort Frances Ontario  
P9A 3L2

**Attention: Toby Munro, Manager of Facilities**

**Re: St. Mary's Elementary School Flinders Avenue  
Additional Site Development**

The Board proposes to carry out the following site development work on the property which will require an amendment to the Site Control Plan:

- Expand the asphalt surfaced parking lot on the north side of the school by 1,300 sq.m.
- Provide 170 l.m. of asphalt surfaced pathways on the west side of the school from the entrances to the existing play areas.

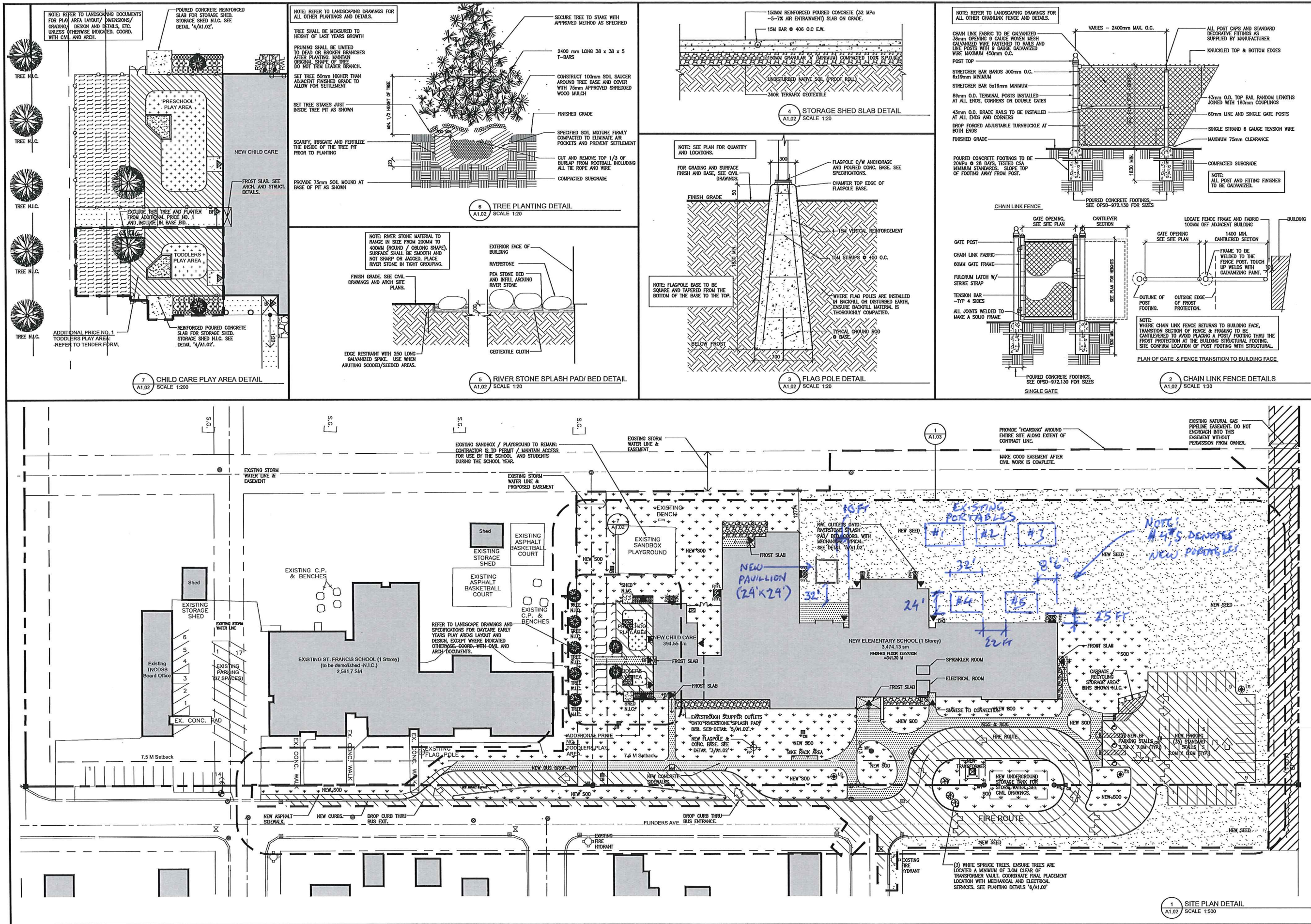
The additional parking area will be drained through the existing storm water treatment system (oil-grit separator plus stone storage/infiltration area) in the island of the Kiss 'N Go Loop. This system has a flow restricted outlet to control the rate of outflow. This system may surcharge slightly during occasional extreme events but in our opinion will not result in any significant increase in the rate of discharge that will negatively impact the existing storm sewer system.

The pathways will drain to the existing grassed areas and flow overland to the existing surface drainage system. A catchbasin will be installed adjacent to the westerly entrance to address a drainage situation which cannot be resolved with overland flow. The catchbasin frame will be positioned slightly above the nominal finished grade and will be backfilled with clear stone to allow much of the drainage to be stored and infiltrate and be collected by a weeping tile in stone bedding which will drain to the existing ditch outlet. In our opinion this system will not result in a noticeable increase in flow to the existing storm sewer system.

Yours very truly,  
HATCH LTD.







CRITCHLEY HILL  
ARCHITECTURE

CRITCHLEY HILL ARCHITECTURE INC.  
NORTH BAY ONTARIO 705.985.2391 CRITCHLEYHILL.CA

Project:  
THE NORTHWEST CATHOLIC DISTRICT SCHOOL BOARD  
NEW CONSOLIDATED FORT FRANCES ELEMENTARY SCHOOL  
555 FLINDERS AVE.  
FORT FRANCES, ON

Drawn By:  
KSH

Scale:  
As Noted

Date Plotted:  
Aug 16, 2018

Date Revised:  
May 08, 2018

Drawing No:  
A1.02

Checked By:  
ICH

Project No:  
1735

08/17/2018  
Issued for Construction

08/19/2018  
Issued for Tender, Permit and Construction

04/18/2018  
Issued for 100% Client Review

02/14/2018  
Issued for Site Plan Approval

01/31/2018  
Issued for 80% Costing Submission

Revision

Date

Do not scale from this drawing. The Contractor shall verify all actual on site dimensions and report any discrepancies to the Consultant prior to proceeding with the work.

ONTARIO ASSOCIATION  
OF  
ARCHITECTS  
IAN HILL  
IAN HILL  
LICENCE  
6585

AGENDA ITEM #5.1



**THE CORPORATION OF THE TOWN OF FORT FRANCES**  
**BY-LAW XX-22**

(Being a by law to authorize the execution of an agreement with Positano Paving; re: RFT 2022-OF-11– Asphalt Patching).

**WHEREAS** *the Municipal Act, 2001, c. 25 as amended, Section 9*, grants a municipality the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under the Act or any other Act;

**AND WHEREAS** *Section 10 (1) of the Municipal Act, 2001, c. 25 as amended*, authorizes a single-tier municipality to provide any service or thing that the municipality considers necessary or desirable for the public;

**AND WHEREAS** on June 24, 2022 Council received a report from the Manager of Operations and Facilities to award the Request For Tender 2022-OF-11– Asphalt Patching;

**AND WHEREAS** The Council of the Corporation of the Town of Fort Frances deems it advisable to enter into an Agreement with Positano Paving

**NOW THEREFORE** be it resolved that council of the Corporation of the Town of Fort Frances **HEREBY ENACTS** as follows:

1. **THAT** the Mayor and the Clerk be authorized on behalf of the Town, to execute, and to affix the Corporate Seal of the Town, to the agreement with Positano Paving –in the form of Schedule “A” attached to and forming part of this By-Law
2. **THAT** this By-law shall come into force and take effect upon the final passing thereof.

**Enacted and passed** this 11<sup>th</sup> day of July 2022.

\_\_\_\_\_  
J. Caul, Mayor

\_\_\_\_\_  
G. Lecuyer Clerk

**SCHEDULE 2**  
**TENDER NO. 22-OF-11**  
**AGREEMENT**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

BETWEEN:

\_\_\_\_\_  
 (herein sometimes referred to as the "Tenderer" or the "Contractor")

- and -

The Corporation of the Town of Fort Frances  
 (the "Town")

Whereas the Contractor has represented to the Town that the Contractor is well able to perform the Work described in the Tender Documents for the respective Total Unit Price(s), Total Prices and for the Year(s) quoted by the Tenderer in the Tender.

Now therefore the Contractor and the Town (herein sometimes referred to as the "Parties") undertake and agree as follows:

1. The Tenderer shall perform and complete the Work:
  - (a) to, and for, the benefit and satisfaction of the Town, in accordance with the Tender Documents;
  - (b) for the Year(s), and for the respective Total Unit Price(s) and Total Prices quoted by the Tenderer in the Tender Forms except as may be increased or decreased by increase or decrease in taxes (such as HST) as set out in paragraphs 3 and 4 of the Tender Forms.
2. The Tender Documents shall collectively be and the whole shall constitute the Contract between the Parties.

3. The Town agrees to pay to the Contractor in lawful money of Canada for the performance of the Work with the amounts to be paid on account thereof being determined by actual measured quantities in accordance with the Specifications and Other Provisions and subject to adjustments, additions, deductions and deletions as provided in and by the Tender Documents. The Town shall pay on account thereof upon the approval of the Town Operations & Facilities Division Manager, (in the Tender Documents the Town Operations & Facilities Division Manager, is sometimes referred to as the "Manager"). Upon receipt of invoices, any adjustments to monies owing will be made with notification to the Contractor.
4. If the Town fails to make payments to the Contractor as they become due under the terms of the Tender Documents, interest equal to the current bank prime rate + 2% per annum on such unpaid amounts shall become due and payable until payment.
5. If:
  - (a) the Contractor should be adjudged bankrupt, or becomes insolvent, or makes a general assignment for the benefit of creditors, or if a receiver is appointed of the Tenderer or the Tenderer's business or any part thereof; or
  - (b) a petition in bankruptcy for liquidation, reorganization, or other proceeding, is filed by or against the Tenderer;
  - (c) the Contractor fails or neglects to properly perform or complete the Work or otherwise fails to comply with the requirements of the Tender Documents (including, without limitation, failure to meet gradation specifications, or to meet delivery dates, or otherwise)

the Town may, without prejudice to any other right or remedy it may have, terminate this Agreement by giving the Contractor written notice.

The Contractor's obligation under the Tender Documents as to quality, correction and warranty of the work performed by him up to the time of termination shall continue in force after such termination.

6. Time shall in all respects be of the essence.
7. Neither this Agreement nor any rights or entitlements under it shall be assignable or transferable by the Contractor without the prior written consent of the Town.



8. Any notice required or permitted to be given hereunder shall be in writing and shall be effectively given if:

- (a) delivered personally;
- (b) sent by prepaid courier service or mail; or
- (c) sent prepaid by telecopier, telex, facsimile or other similar means of electronic communication (confirmed on the same or following day by prepaid mail) addressed,

(i) in case of notice to the Town, as follows:

320 PORTAGE AVENUE  
FORT FRANCES, Ontario  
P9A 3P9  
Attention: Administrator

(ii) in case of the Contractor, as follows:

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---

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Any notice so given shall be deemed conclusively to have been given and received when so personally delivered or sent by telex, telecopier, facsimile or other electronic communication or on the second day following the sending thereof by private courier or mail. Any Party hereto or others mentioned above may change any particulars of its address for notice by notice to the others in the manner aforesaid.

IN WITNESSETH WHEREOF the Parties hereto have executed this Agreement.

SIGNATURE OF CONTRACTOR:

\_\_\_\_\_  
Witness to signature of Tenderer

\_\_\_\_\_  
If a Corporation; the person signing has the  
authority to bind such corporation

Print name of Witness:

PRINT NAME AND TITLE OF PERSON SIGNING:

\_\_\_\_\_

\_\_\_\_\_

IF A CORPORATION, PRINT PROPER NAME OF  
CORPORATION:

Address of Witness:

Address of Contractor:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number of Witness:

Phone Number of Contractor:

\_\_\_\_\_

\_\_\_\_\_

Fax Number: \_\_\_\_\_

Cell Number: \_\_\_\_\_

The Corporation of the Town of Fort Frances

per: \_\_\_\_\_

per: \_\_\_\_\_

I/we have authority to bind the Town

**THE CORPORATION OF THE TOWN OF FORT FRANCES**

**BY-LAW NO. 14/18 – A**

(Being a By-Law to authorize execution of an amendment to the site plan control agreement as a condition of development with The Northwest Catholic District School Board. – *The Planning Act*, Section 41)

**WHEREAS** the Town of Fort Frances has an Official Plan in effect which designates the entire Town as Site Plan Control Area

**AND WHEREAS** Council of the Town of Fort Frances at its meeting held Monday March 12, 2018 approved the report from the Chief Building Official / Municipal Planner, as supported by the Planning & Development Executive Committee, to designate property located at 555 Flinders Avenue as a Site Plan Control Area and further that a Site Plan Agreement be approved;

**AND WHEREAS** Council, at it's meeting held July 11, 2022 approved a report from the Chief Building Official / Municipal Planner, that the site plan and site plan control agreement between the Corporation of the Town of Fort Frances and the Northwest Catholic District School Board be amended.

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

1. **THAT** the site plan for lands municipally known as **555/675/755 Flinders Avenue** are amended as shown on Schedule "A" attached to and forming part of this by-law.
2. **THAT** all other terms and conditions save those amended by this by-law shall be in force and effect as outlined in the original By-law 14/18.
3. **THAT** the Mayor and the Clerk be authorized to execute the amending Agreement attached to and forming part of this by-law;
4. **THAT** this By-Law shall come into force and take effect upon the final passing thereof.

**Enacted** and **passed** this 11<sup>th</sup> day of July 2022.

---

J. Caul, MAYOR

---

G. Lecuyer, CLERK

SITE PLAN AGREEMENT

THIS AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_ 2022.

B E T W E E N:

**Northwest Catholic District School  
Board**  
(the “Owner”)

- and -

The Corporation of the Town of Fort  
Frances (the “Municipality”)

WHEREAS:

- A. The Owner wishes to construct and develop, in and on the Lands or a portion thereof, additional parking provisions, a pavilion, paved walking paths, and additional portable classrooms (herein sometimes referred to as the “Development” or “Proposed Development”);
- B. By an application received June 17, 2022, the Owner applied to the Municipality for site plan approval in respect of the Proposed Development;
- C. The Municipality provided approval of the Application in respect of the Proposed Development subject to certain conditions;
- D. The Owner has submitted to the Municipality the Plans and Drawings in respect of such Proposed Development by the Owner of the Lands; and
- E. s. 41(10) of the Planning Act which permits the registration of this Agreement against the Lands.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the receipt of which is hereby acknowledged, the Owner and the Municipality (collectively the “Parties”, individually a “Party”) hereto agree one with the other as follows:

Lands

- 1. The Lands affected by this Agreement are as follows: the lands and premises municipally described as 555/675/755 Flinders Avenue.

Schedules

- 2. The following Schedules are attached hereto and form part of this Agreement:
  - (a) **Schedule 1** being a schedule of financial obligations of the Owner payable upon execution of this Agreement or as otherwise provided;
  - (a) **Schedule 2** being a list of the Plans and Drawings (as “Plans and Drawings” are defined in paragraph 3 of the parent Agreement) as filed by the Owner with the Municipality as may be, with the approval of the Municipality, revised at any time and from time to time;

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals  
duly attested to by their proper signing officers in that behalf.

***Rainy River District School Board***

per \_\_\_\_\_  
Name:  
Title:

per \_\_\_\_\_  
Name:  
Title:

We have authority to bind the corporation

**The Corporation of the Town of Fort Frances**

per \_\_\_\_\_  
Name: J. Caul,  
Title: Mayor

per \_\_\_\_\_  
Name: G. Lecuyer,  
Title: Town Clerk

We have authority to bind the Municipality

## Schedule 1

## Schedule of Financial Obligations of the Owner

1. Any and all costs and expenses whatsoever incurred by the Municipality with regard to:

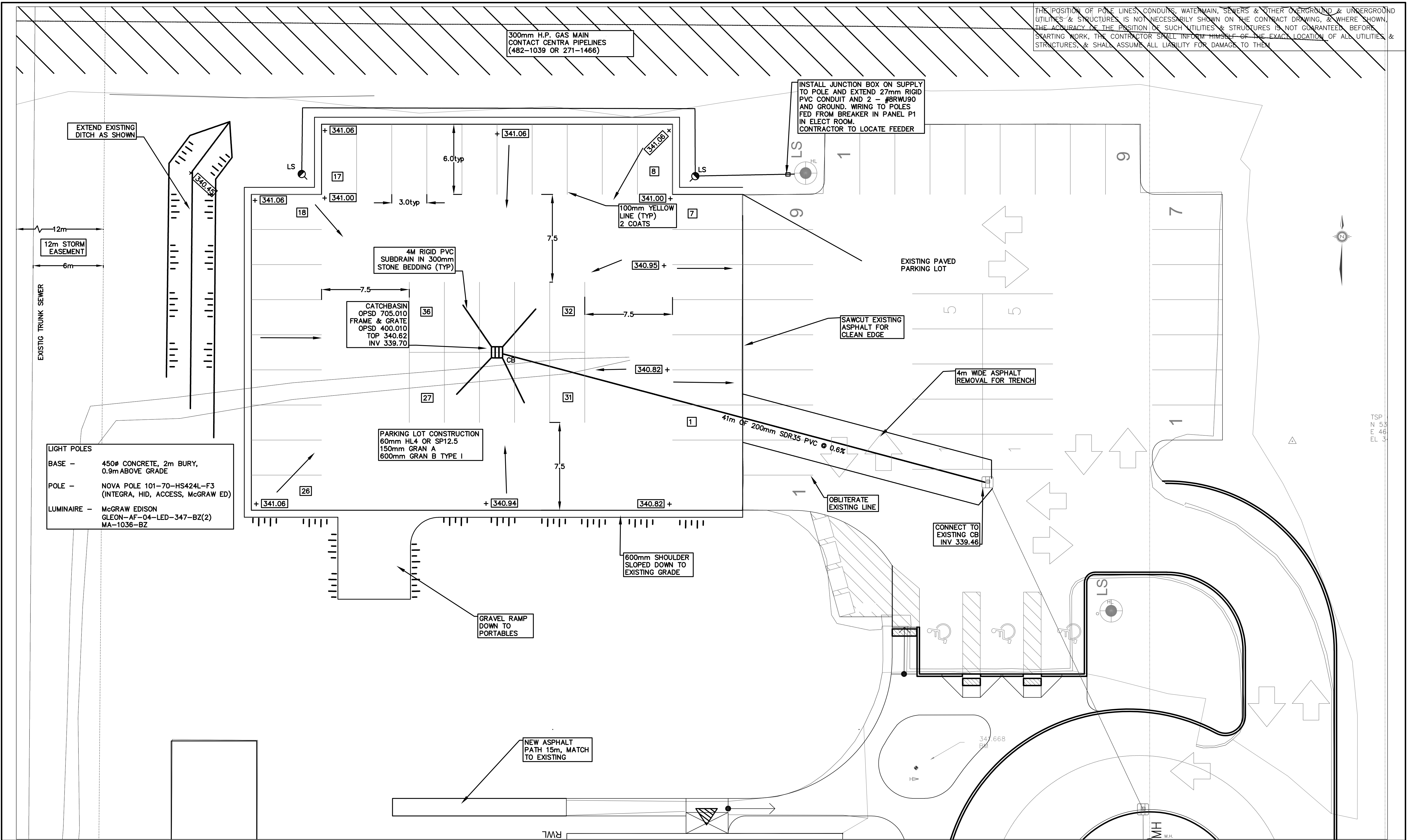
- (a) Application for site plan;
- (b) Preparation of this agreement;
- (c) Registration of this Agreement on title and preparation of any and all land titles documentation in relation thereto, all such documentation to be provided to the Municipality for approval prior to registration thereof;
- (d) All legal / lawyer fees and disbursements;
- (e) Engineer / engineering fees and disbursements;
- (f) Planning / planner fees and disbursements;
- (g) Municipal staff time;
- (h) All Land title fees and charges;
- (i) Any other costs or charges in any way related to the application, the development, or this agreement; and
- (j) HST and any other taxes applicable on or to any of the above.

**Schedule 2**  
List of Plans and Drawings  
(Appendix 'A')

A1-368567-G1 (7-4-22) – Parking Lot Expansion
A1-368567-G2 (7-4-22) – Drainage and Hard Surfacing
Letter on Drainage for Site Plan Control Amendment
site plan of new portables and pavilion

\*\*Changes or additional plans and drawings must be submitted to the Municipality for approval. Once approval is granted by the Municipality, the listing of Schedule 4 will be amended.





THE POSITION OF POLE LINES, CONDUITS, WATERMAIN, SEWERS & OTHER OVERGROUND & UNDERGROUND UTILITIES & STRUCTURES IS NOT NECESSARILY SHOWN ON THE CONTRACT DRAWING, & WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES & STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL UTILITIES & STRUCTURES, & SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.

EXTEND EXISTING DITCH AS SHOWN

300mm H.P. GAS MAIN  
CONTACT CENTRA PIPELINES  
(482-1039 OR 271-1466)

INSTALL JUNCTION BOX ON SUPPLY  
TO POLE AND EXTEND 27mm RIGID  
PVC CONDUIT AND 2 - #8RWJ90  
AND GROUND. WIRING TO POLES  
FED FROM BREAKER IN PANEL P1  
IN ELECT ROOM.  
CONTRACTOR TO LOCATE FEEDER

12m STORM  
EASEMENT

EXISTING TRUNK SEWER

4M RIGID PVC  
SUBDRAIN IN 300mm  
STONE BEDDING (TYP)

CATCHBASIN  
OPSD 705.010  
FRAME & GRATE  
OPSD 400.010  
TOP 340.62  
INV 339.70

PARKING LOT CONSTRUCTION  
60mm HL4 OR SP12.5  
150mm GRAN A  
600mm GRAN B TYPE I

EXISTING PAVED  
PARKING LOT

SAWCUT EXISTING  
ASPHALT FOR  
CLEAN EDGE

4m WIDE ASPHALT  
REMOVAL FOR TRENCH

600mm SHOULDER  
SLOPED DOWN TO  
EXISTING GRADE

GRAVEL RAMP  
DOWN TO  
PORTABLES

NEW ASPHALT  
PATH 15m, MATCH  
TO EXISTING

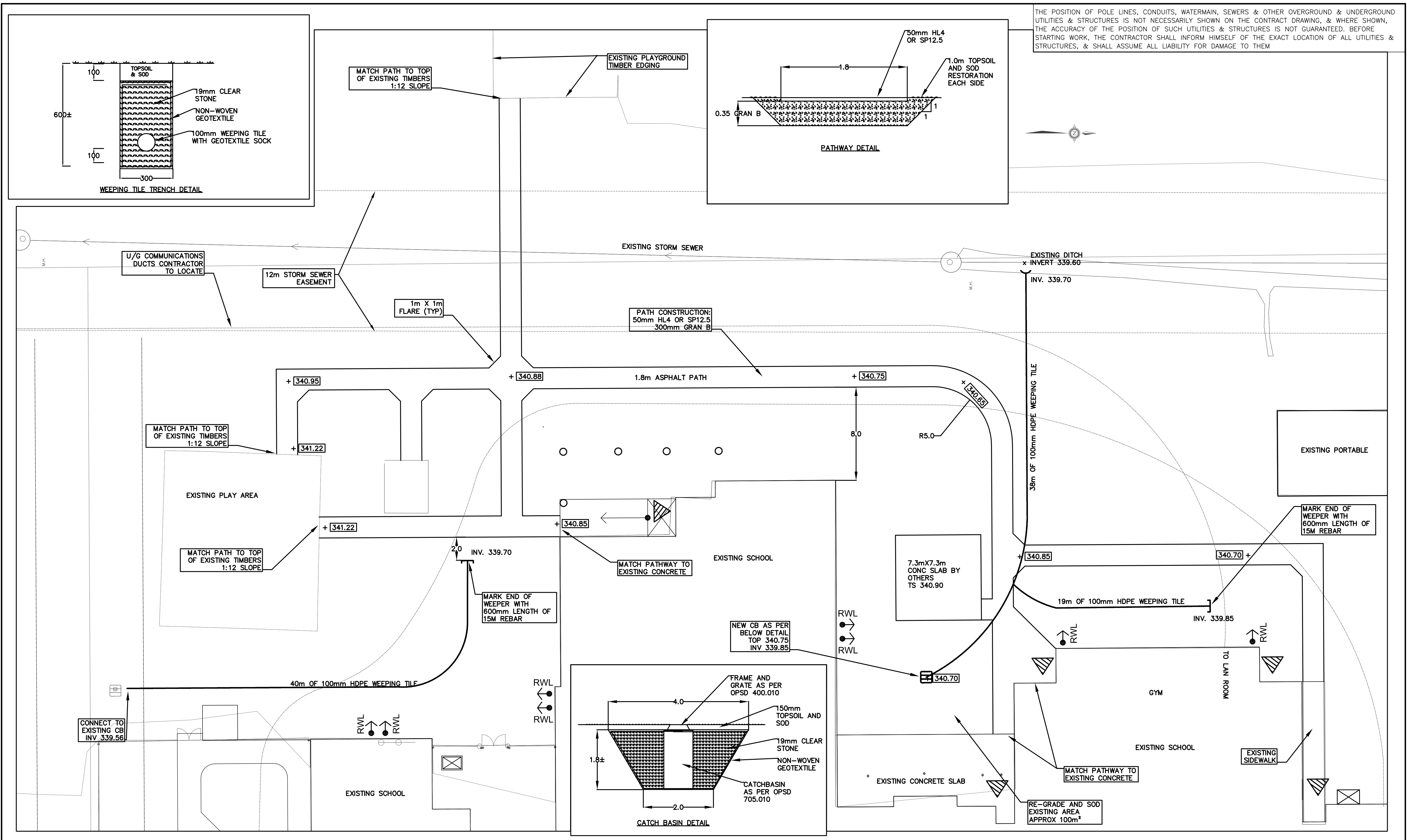
LIGHT POLES  
BASE - 450# CONCRETE, 2m BURY,  
0.9m ABOVE GRADE  
POLE - NOVA POLE 101-70-HS424L-F3  
(INTEGRA, HID, ACCESS, McGRAW ED)  
LUMINAIRE - McGRAW EDISON  
GLEON-AF-04-LED-347-BZ(2)  
MA-1036-BZ

CONNECT TO  
EXISTING CB  
INV 339.46

OBLITERATE  
EXISTING LINE

TSP  
N 53  
E 46  
EL 34

BENCHMARK: TOP OF OPERATING NUT OF FIRE HYDRANT NORTHEAST CORNER OF SCHOOL 341.67				Approved				PROJECT 2022-020 PARKING LOT EXPANSION		TNCD SB ST MARYS SCHOOL FLINDERS AVENUE FORT FRANCES, ON		HATCH	
+ 341.22 - PROPOSED GRADE + 341.22 - EXISTING GRADE												Scale 3m 0 1.5m HORIZ.	
										Drawn By CM Ckd. By GB		Date JUNE 2022	
										Dwg. No. A1-368567-G1		Rev. 1	
No.	Revision			Date	Initial								
1	ISSUED FOR TENDER			06/23/22	DK/GB								
0	FOR TENDER REVIEW			06/14/22	CM/GB								
A	ISSUED FOR 1ST CLIENT REVIEW												



BENCHMARK: TOP OF OPERATING NUT OF FIRE HYDRANT NORTHEAST CORNER OF SCHOOL 341.67								Approved	PROJECT 2022-024 DRAINAGE AND HARD SURFACING	TNCDSB		HATCH					
+ 341.22 - PROPOSED GRADE + 341.22 - EXISTING GRADE										ST MARYS SCHOOL							
1 ISSUED FOR TENDER				06/23/22	DK/GB					FLINDERS AVENUE FORT FRANCES, ON		Scale 3m 0 1.5m HORIZ.		Drawn By CM Ckd. By GB Dwg. No.		Date JUNE 2022	
0 FOR TENDER REVIEW				06/14/22	CM/GB							Rev. 1					
A ISSUED FOR 1ST CLIENT REVIEW												A1-368567-G2					
No. Revision				Date	Initial												

973 Balmoral Street, Suite 101  
Thunder Bay, Ontario P7B 0E2  
Tel: +1 (807) 623 3449 Fax: +1 (807) 623 5925 www.hatch.com

June 9, 2022

368567

The Northwest District Catholic School Board  
555 Flinders Ave.  
Fort Frances Ontario  
P9A 3L2

**Attention: Toby Munro, Manager of Facilities**

**Re: St. Mary's Elementary School Flinders Avenue  
Additional Site Development**

The Board proposes to carry out the following site development work on the property which will require an amendment to the Site Control Plan:

- Expand the asphalt surfaced parking lot on the north side of the school by 1,300 sq.m.
- Provide 170 l.m. of asphalt surfaced pathways on the west side of the school from the entrances to the existing play areas.

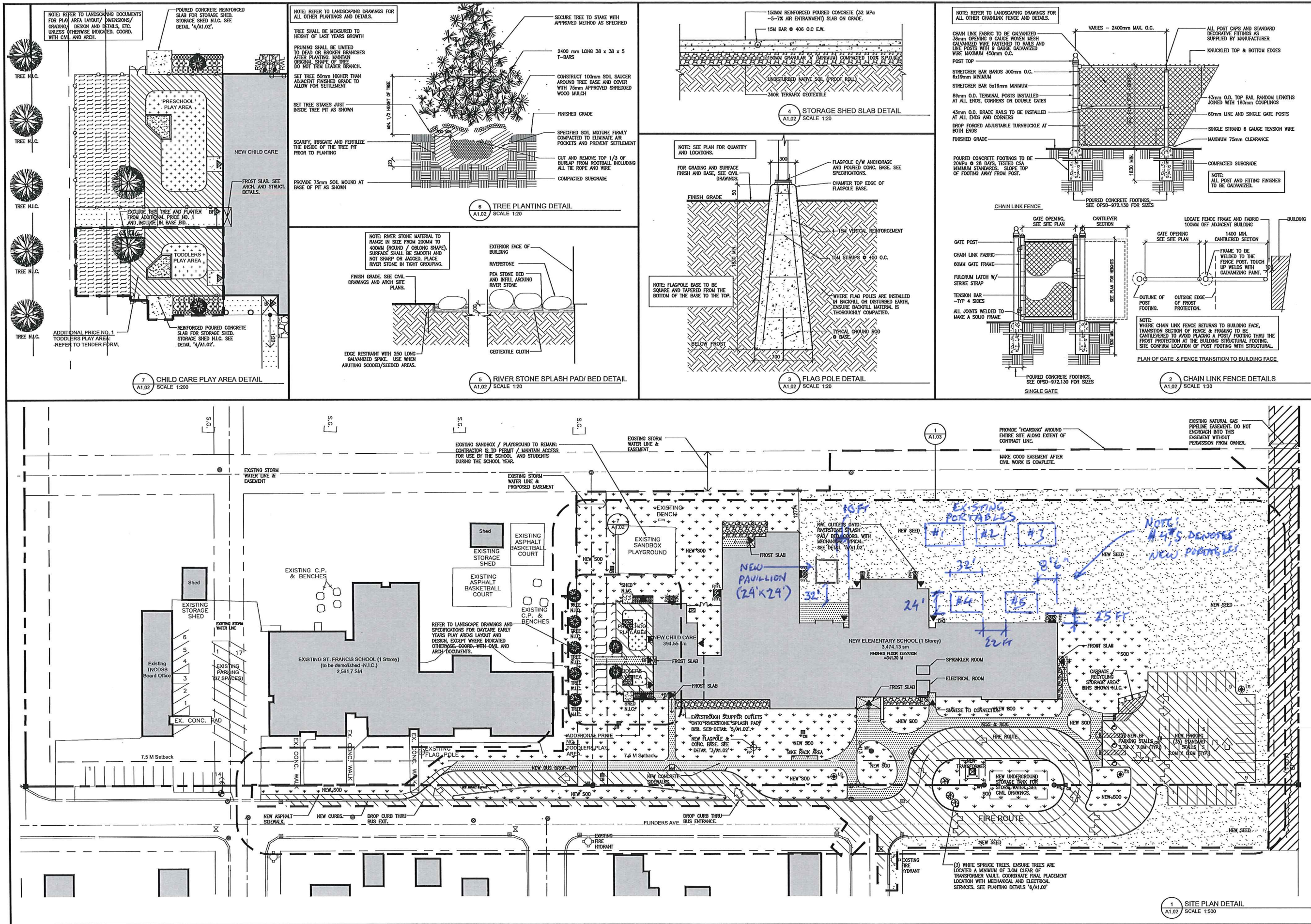
The additional parking area will be drained through the existing storm water treatment system (oil-grit separator plus stone storage/infiltration area) in the island of the Kiss 'N Go Loop. This system has a flow restricted outlet to control the rate of outflow. This system may surcharge slightly during occasional extreme events but in our opinion will not result in any significant increase in the rate of discharge that will negatively impact the existing storm sewer system.

The pathways will drain to the existing grassed areas and flow overland to the existing surface drainage system. A catchbasin will be installed adjacent to the westerly entrance to address a drainage situation which cannot be resolved with overland flow. The catchbasin frame will be positioned slightly above the nominal finished grade and will be backfilled with clear stone to allow much of the drainage to be stored and infiltrate and be collected by a weeping tile in stone bedding which will drain to the existing ditch outlet. In our opinion this system will not result in a noticeable increase in flow to the existing storm sewer system.

Yours very truly,  
HATCH LTD.







Drawing name: J:\2017\1735 New Fort Frances School\2.5.1.3 Issued for Construction\1735\_SITE PLAN.dwg



Date	Revision
08/17/2018	Issued for Construction
08/19/2018	Issued for Tender, Permit and Construction
04/18/2019	Issued for 100% Client Review
02/14/2019	Issued for Site Plan Approval
01/31/2019	Issued for 80% Costing Submission

Do not scale from this drawing. The Contractor shall verify all actual on site dimensions and report any discrepancies to the Consultant prior to proceeding with the work.



CRITCHLEY HILL  
ARCHITECTURE

CRITCHLEY HILL ARCHITECTURE INC.  
NORTH BAY ONTARIO T0S9B5Z331 CRITCHLEYHILLCA

Project: THE NORTHWEST CATHOLIC DISTRICT SCHOOL BOARD  
NEW CONSOLIDATED FORT FRANCES ELEMENTARY SCHOOL  
555 FLINDERS AVE.  
FORT FRANCES, ON

Drawing Title: SITE PLAN DETAILS

Drawn By: KSH	Checked By: ICH
Scale: As Noted	Project No: 1735
Date Plotted: Aug 16, 2018	
Date Revised: May 08, 2018	

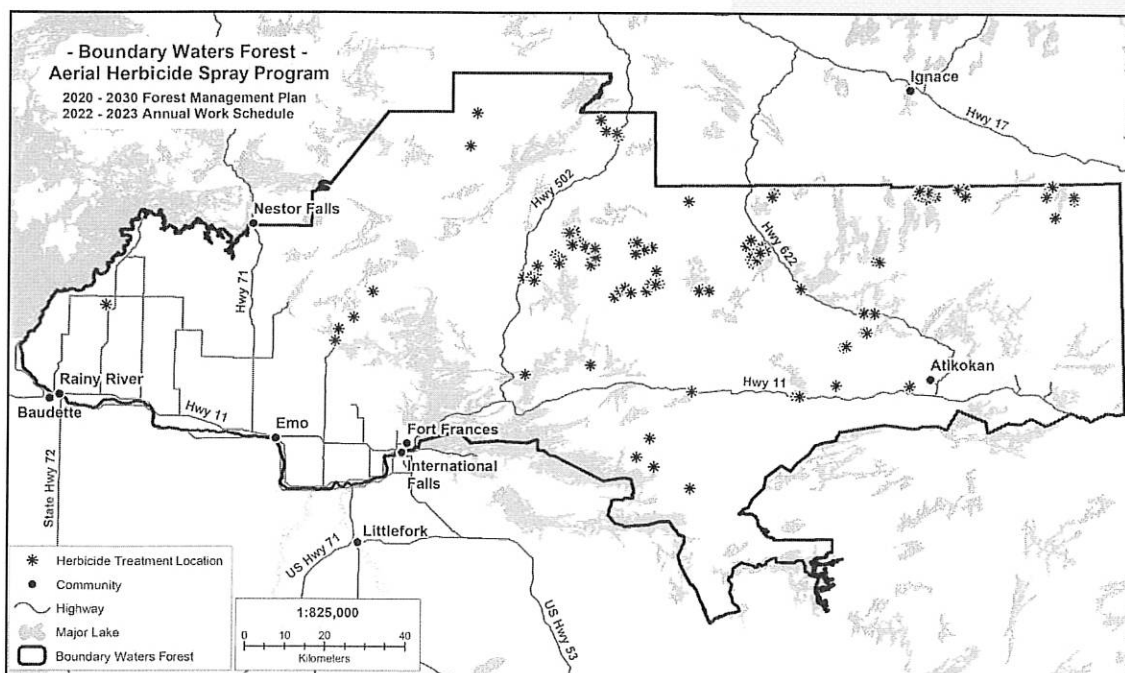
Drawing No: **A1.02**



# INSPECTION

## Inspection of Approved Aerial Herbicide Project Boundary Waters Forest

The Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF) invites you to inspect the NDMNRF-approved aerial herbicide project. As part of our ongoing efforts to regenerate and protect Ontario's forests, selected stands on the **Boundary Waters Forest** (see map) will be sprayed with herbicide to control competing vegetation, starting on or about: **August 1, 2022.**



The approved project description and project plan for the aerial herbicide project is available electronically for public inspection by contacting the Boundary Waters Forest Management Corp. during normal business hours and on the Natural Resources Information Portal at <https://nrip.mnr.gov.on.ca/s/fmp-online> beginning **July 1, 2022 until March 31, 2023** when the Annual Work Schedule expires.

Interested and affected persons and organizations can arrange a remote meeting with NDMNRF staff to discuss the aerial herbicide project. For more information, please contact:

**Philip Cooze or Sam Hawken**

Ministry of Northern Development, Mines,  
Natural Resources and Forestry  
922 Scott Street, Fort Frances, ON PgA 1J4  
tel: 807-861-0034 or 807-861-0185  
e-mail: philip.cooze@ontario.ca or  
sam.hawken@ontario.ca

**Ian Armstrong**

Boundary Waters Forest Management Corp  
433 Sand Bay Road, RR#2, Site 210-10  
Fort Frances, ON PgA 3M3  
tel: 807-274-9877 ext. 0  
e-mail: iarmstrong@bwfmc.ca

**Renee Perry**

Ministry of Northern Development, Mines, Natural Resources and Forestry  
108 Saturn Avenue, Atikokan, ON PoT 1C0  
tel: 807-324-0163  
e-mail: renee.perry@ontario.ca

Renseignements en français : Renee Perry au courriel : renee.perry@ontario.ca, ou tél. : 807-324-0163



Representing the Districts of Kenora, Rainy River and Thunder Bay  
 P.O. Box 10308, Thunder Bay, ON P7B 6T8  
 www.noma.on.ca  
 p. 807.683.6662 e. admin@noma.on.ca

July 5, 2022

Attention: Mayor and Council

### **NOMA Board Meeting Summary Report for June 28, 2022**

Strategic Plan: NOMA has submitted application to NOHFC to obtain funding for a Project Officer to assist with completing some of the goals outlined in the Strategic Plan

#### **Gas Tax Resolution**

Erwin Butikofer reported on the Gas Tax Resolution and how it affects seasonal residents that are not included in the census. The Municipality of Neebing has lost roughly \$625000 since its inception by seasonal residents not being included in census which is used to secure funding. He recommends a review of the program and its faults. It was clarified that the gas tax is not based on number of households but rather individuals residing at their primary residence. Infrastructure is being impacted by seasonal residents, but they are not getting accounted for in the gas tax formula. Municipalities still pay levies on seasonal houses, but they do not get to count it in gas tax. A discussion occurred about approach including looking at the formula to look at cost of household vs population or to increase the gas tax to account for seasonal residents. Wendy Landry will bring this issue to discussion at next AMO Board Meeting.

#### **FONOM, NOSDA, and NOMA Joint Research Paper with NPI**

Over the next 3 years, NPI will work with our organizations to research how to implement the 8 strategies that were outlined in the paper "Solving the Homelessness, Addictions, Mental Health Crisis in the North". We will ensure balance between NOMA and FONOM regions as our issues differ, especially with respect to indigenous population not receiving support needed (avoid a pan-northern approach) and we will include our indigenous neighbours in discussions to capture their perspective in the research. The next paper will focus on the following 3 strategies with the goal being to create a how to guide for our organizations and the municipalities we represent to implement each goal: Amend the Health Protection and Promotion Act, 1990 to define a Northern Service Hub and provide additional funding to make it available in communities; Support new and existing culturally sensitive community housing facilities for Indigenous peoples; and Establish a Northern Mental Health and Addictions Centre of Excellence to address the unique challenges of service and program delivery in Northern Ontario.

#### **AMO Delegations**

It was determined that the issues we will bring forward for AMO delegations include: OMPF, Railway Crossings, Public Health and EMS, and Sale of Crown Land. NOMA will not be moving forward with WSER issue.

#### **Northern Ontario Transportation Task Force Update**

Their next step is to secure someone to write quarterly and final report. NAN and Deputy Grand Chief are now involved. The next Meeting is on July 5<sup>th</sup>.

#### **NPI Request for NOMA Support**

NOMA will make a one-time donation to NPI of \$1,500 to cover \$500 per year over the next 3 years to aid the sustainability of the organization as their funding model was significantly reduced.

**Municipal Association/League Updates:**

KDMA – The District Service Board is conducting a housing survey with municipalities to decide what the housing needs are. Crown land is still an issue. RN's are now looking for more incentive to remain in community and we need ability to attract and retain.

**Executive Director Report:**

NOMA hosted our first Learning Morning on May 25<sup>th</sup>. The presentations are available to view on NOMA's YouTube channel. If you have any ideas for next Learning Morning, please contact Andrea Strawson.

**Issue Tracker Updates:**

Issue tracker items were reviewed for relevancy to decide if they will remain on list.

WSER Regulation Dechlorinating Wastewater has been removed from the list and Policing Costs will be taken over by KDMA.

ED will write KDMA a letter to support this issue and a NOMA member will participate in their AMO delegation to show support.

**Mining** – The Mayor of Timmins is the new Mining Minister. There is still the issue of acquisition of mining claims and tailing ponds. PDAC Mining Conference will take place June 13-15. There may be value in NOMA municipalities securing a table at the conference to share issues. It would be in addition to Red Lake's booth and ED will look into getting a booth for 2023.

**NOSM: Physician Recruitment** – Wendy Landry and Andrea Strawson are sitting on committees to select a chancellor and board of directors. Fred Mota expressed that the Red Lake ER has and will continue to need to close. NOSM is not sending residents to Red Lake and there are different pay grades based on their contract. Smaller communities with hospitals can't pay the incentives that larger communities can and without doctors' young families will not move here. Therefore, we need a fair playing field for all hospitals in the North and we need to push NOSM to get physicians in the North. Once the Board of Directors and Chancellor have been selected, ED will secure a meeting with NOSM. Ability to bill OHIP is an issue.

**Energy** - The IESO has a form online for comments on their energy plan.

The next NOMA Board meeting will take place on **Sunday August 14<sup>th</sup>, 2023**, in **Ottawa**.

Please contact me at any time if you wish to discuss any NOMA matters.

Sincerely,



Andrea Strawson  
Executive Director of NOMA  
(807) 683-6662  
admin@noma.on.ca



TOWN OF FORT FRANCES

MINUTES

SESSION NO. #49

April 4, 2022

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Memorial Sports Centre - '52 Canadians Meeting Room on April 4, 2022 from 10:30 a.m. to 10:54 a.m.

PRESENT: Michael Behan - Chairman, Andrew Hallikas - Councillor, Rick Wiedenhoeft - Councillor, Mayor June Caul (ex-officio)

ALSO PRESENT: F. Anwar, CAO, R. Armit, Lifeguard Supervisor

**1 Call to Order (Session #49)**

**2 Disclosure of Conflict of Interest and the General Nature Thereof:**

**3 Approval of Previous Committee Minutes:**

3.1 Session no 48 - 07 March 2022 - Accepted as presented

**4 Items Referred from Council**

4.1 Fort Frances Senior Centre - Special Occasion Permit - Recommendation from Committee to move forward to Council meeting of April 11, 2022.

**5 New Business**

5.1 Sunny Cove camp - Recommendation from Committee for item to move forward to Council meeting of April 11, 2022.

**6 Information / Correspondence**

**7 In-Camera: none**

**8 Adjournment: 10:54 a.m. / Date of Next Meeting - April 19, 2022**

\_\_\_\_\_  
M.Behan, Executive Committee Chair

\_\_\_\_\_  
, Recreational and Culture Manager





## TOWN OF FORT FRANCES

### MINUTES

### SESSION NO. #24

May 17, 2022

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held virtually and in the Civic Centre on May 17, 2022 from 12:00 p.m. to 12:08 p.m.

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

ALSO PRESENT: F. Anwar, CAO, D. Galusha, Treasurer, T. Moffit, Fire Chief/CEMC, K. Haney, Deputy Clerk

### REGRETS:

1. **Roll call - Session no. 24 called to order @ 12:00 p.m.**
2. **Disclosure of pecuniary interest and the general nature thereof**  
 Councilor Brunetta disclosed an interest in item 5.2 as this is her per diem requests to attend the NOMA Board Meeting and Conference in Fort Frances on April 27-29, 2022  
 Councilor Behan disclosed an interest in item 5.4 as this is his per diem requests to attend the NOMA Board Meeting and Conference in Fort Frances on April 27-29, 2022
3. **Approval of Previous Committee Minutes**
  - 3.1 Session no 22 - 19 April 2022 (Amended) - Accepted as presented
  - 3.2 Session no 23 - 03 May 2022 - Accepted as presented
4. **Items Referred from Council**
  - 4.1 CORR: Northwestern Ontario Sports Hall of Fame Annual Membership and Fundraising Campaign - Committee supportive of cause. Item to move forward to Council meeting of 24 May 2022.
5. **New Business**
  - 5.1 2221 - R. Wiedenhoeft NOMA - Accepted as presented. Item to move forward to Council meeting of 24 May 2022.
  - 5.2 2222 - W Brunetta NOMA - Councilor Hallikas assumed the position of Chairperson. Councilor Brunetta disclosed an interest in item 5.2 as this is her per diem requests to attend the NOMA Board Meeting and Conference in Fort Frances on April 27-29, 2022. Item accepted as presented and will move forward to Council meeting of 24 May 2022.
  - 5.3 2223 J McTaggart NOMA - Accepted as presented. Item to move forward to Council meeting of 24 May 2022.
  - 5.4 2224 M Behan NOMA - Conflict identified by Behan. Move forward to Council. Councilor Behan disclosed an interest in item 5.4 as this is his per diem requests to attend the NOMA Board Meeting and Conference in Fort Frances on April 27-29, 2022. Item accepted as presented and will move forward to Council meeting of 24 May 2022.
  - 5.5 2022 Q1 to Council - reserve funds. Update to committee. Committee thanked Dawn for report. Item to move forward to Council meeting of 24 May 2022

- 6.     **Outstanding Items - none**
  
- 7.     **Information**
  - 7.1     Fire Rescue Service April 2022 Report - Chief Moffitt provided an overview of his report. Committee accepted report as presented.
  
- 8.     **In-Camera - none**
  
- 9.     **Adjourn / Next Meeting Date - MONDAY, JUNE 6, 2022 (Please note the change in date)**  
Meeting adjourned at 1208 hrs

\_\_\_\_\_  
Executive Committee Chair

\_\_\_\_\_  
F. Anwar, CAO



TOWN OF FORT FRANCES

MINUTES

SESSION NO. #009

May 18, 2022

A meeting of the Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Committee Room and via Microsoft Teams (virtual meeting resources) on Wednesday May 18, 2022 from 8:30 a.m. to 8:42 a.m.

PRESENT: Chairperson R. Wiedenhoeft - Councillor, M. Behan - Councillor, J. McTaggart - Councillor, Mayor J. Caul (ex-officio)

ALSO PRESENT: T. Rob, Manager of Operations & Facilities, F. Anwar, CAO and Craig Miller, Environmental Superintendent.

**1 Call to Order**

1.1 The meeting was called to order at 8:30 a.m.

**2 Disclosure of pecuniary interest and the general nature thereof**

2.1 None

**3 Approval of Previous Committee Minutes**

3.1 Minutes from the previous meeting on May 4, 2022 - the minutes were approved as circulated.

**4 New Business**

4.1 Award of Tender 2022-OF-08 - the administration report was approved as presented.

4.2 5th Street Lift Station PLC Upgrade - the administration report was approved as presented.

**5 Adjourn / Next Meeting Date**

5.1 Meeting adjourned at 8:42 a.m.

Next meeting June 8, 2022

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Executive Committee Chair

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T. Rob, Manager of Operations & Facilities

TOWN OF FORT FRANCESMINUTESSESSION NO. #1January 5, 2022

The meeting of Economic Development Executive Committee of the Town of Fort Frances was held virtually in the Civic Centre on January 5, 2022 from 1200 hrs to 1250 hrs.

PRESENT: Chairperson D. Judson, Councillors M. Behan and J. McTaggart

ALSO PRESENT: J. Pryde, J Ruppenstein, CAO, FFPC, C. Vangel, CBO / Municipal Planner, T. Drysdale, Economic Development Consultant, G. Gillon, RRFDC, K. Haney, Deputy Clerk, G. Lecuyer, Clerk

REGRETS: Mayor J Caul, F Anwar, CAO

1. **Call to Order @ 1200 hrs / Roll call**
2. **Disclosure of pecuniary interest and the general nature thereof - none**
3. **Approval of Previous Committee Minutes**
  - 3.1 Session no 10 - 08 December 2021 - Approved as presented
4. **Items referred from Council**
  - 4.1 Tax Incentives - Discussion involved Municipal piece. J. Ruppenstein to take presentation back to next meeting of Fort Frances Power Board. Intent is to update Council at meeting scheduled for 24th January 2022 and move through stages as quickly as possible further to input from FFPC in February.
5. **New Business - none**
6. **Outstanding Items**
  - 6.1 Fort Frances International Bridge - no updates for this meeting
  - 6.2 Winnipeg to Thunder Bay Tourism Route Initiative - RRFDC working with web master on 3 or 4 different routes. Provincial launch to be determined.
  - 6.3 Ranier Bridge - CN response received. No further developments at this point.
  - 6.4 Cross Border Fishing Activity - no updates for this meeting
  - 6.5 Labour Force Shortages - no updates at this meeting
7. **Information**
  - 7.1 EDEC Monthly Report - T. Drysdale provided an overview of report
8. **In-Camera - none**
9. **Adjourn @ 1255 hrs/ Next Meeting Date 09 February 2022**

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Executive Committee Chair

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F. Anwar, CAO

Wednesday, 10 May 2022

8 a.m. at Flint House

DRAFT MINUTES – motion required to approve

Page 1 of 2

Pat Gartshore Chair – Gartch's Int. Pub	P	Rick Wiedenhoeft – Town Councilor Town of Fort Frances	P
Shelley Wepruk Secretary	P	Stacey Cridland Flint House	P
Pam Williams ) 4 Your Pets	A	Ed Gackley Flinthouse	A
Scott Krienke-Turvey Inkspotz	P	RRFDC Representative Geoff Gillon	A
Jamie Pryde Modern Family Diner	A	Heather Johnson Chamber of Commerce Rep	P

## 1. Call to Order , Call for Conflict of Interest, Call for Agenda Additions

Pat Gartshore – Chair opened the meeting at 8:00 .. The Agenda and minutes had been sent via email. Members were asked for any emergency agenda additions or conflicts of interest, none were noted.

## 2. Approval of Minutes

### B.I.A Board of Management Meeting –8 March, 2022

Copies of the minutes from the 8 March, 2022 Board of Management Meeting circulated for review and approval. The following motion was made:

#### **Motion #1 Rich Wiedenhoeft/Pat Gartshore**

TO accept the minutes presented of 8 March 2022

Also to ratify all motions made on that date.

**No against or abstentions**

## 3. Accounts Payable & Financial Report

#### **Motion #2 –Scott Krienke Turvey/Pat Gartshore**

TO accept the total payable for May 2022 in the amount of \$1,519.45

Also to ratify all motions made on that date.

**No against or abstentions**

## 4. New Business - Call for New Business

1. ArriveCan
2. King of None



Board of Management Meeting –10 May 2022

Page 1 of 3

## **5. Committee Reports**

### **Finance and Administration Committee**

1. No Report

### **Promotions Committee**

1. We will be continuing with our US and Canadian ads on the radio.
2. Couple of ads are running in the Falls. 2 ads are running on B93

### **Maintenance Committee**

1. Winter baskets are down. Shelley to check with Twila to see how the spring baskets are coming.

### **Chamber of Commerce**

1. Expo will be running this weekend with 43 booths participating.
2. Not a real good local turnout for the expo however.
3. Bass tournament with Quest for the Best will be running from 22-24 July this year.

### **Social Media**

- 1 Still working on getting photos or video of town.
2. Enquiries if there are any plans to once again have “Welcome to Canada” signage at border

## **6. New Business**

1. ArrivaCan: most Americans don't know about ArrivaCan so are unaware that they have to fill it out. And for the ones that do, it is deterring them from shopping on our side as they don't want to have To bother with it.
2. Kings of None will be playing in Market Square from 6-8 p.m. on 23 June, 2022. We will be helping to sponsor them.

## **7. Old Business –**

- 1 We need to reduce our number needed for quorum to 4 meaning we will need a minimum of 7 board members.
2. Concerning our letters to Town: They claim they did not receive them until yesterday. They have finally said they do have them and the concerns are on council agenda for next council meeting.



## **Setting of Next Board Meeting**

### **4. Motion Pat Gartshore**

To close the meeting

No against or abstentions

All in agreement

– Meeting Closed at 9:10 a.m.

Our next meeting date will be 6 June 2022 at Flint House.

**PLEASE NOTE THAT ALL MEETINGS WILL NOW BE HELD ON THE SECOND WEDNESDAY OF EACH MONTH AT 8:00 A.M.**