

# TOWN OF FORT FRANCES

## AGENDA - December 16, 2013

### MEETING - Council Chambers , Civic Centre

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#### **COUNCIL MEETING**

(Session No. 94) 7:05 p.m. to 7:15 p.m.

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

#### **Delegations/Deputations:**

- 2.1 Christmas Message from Mayor Avis.

#### **Consent Agenda:**

- 3.1 Summary Report:
- 3.2 Items Referred from Committee of the Whole

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

- 4.1 Session No. 93 dated December 9, 2013.

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

- 5.1 Session No. 115 dated December 9, 2013.

#### **Resolutions from tonight's Committee meeting**

##### **By-Laws:**

- 7.1 57/13 A By-Law to approve an agreement with Metis Ventures Inc.
- 7.2 58/13 A By-Law for the purpose of approving the minutes of current Council.

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#### **Information Correspondence:**

- 8.1 Association of Municipalities of Ontario Communicate dated December 10, 2013 re: AMO Conference Hotels Guest Room Booking Policy. 6 - 8
- 8.2 Association of Municipalities of Ontario Watch File dated December 12, 2013. 9 - 10
- 8.3 Notice of Public Meeting Concerning Proposed New Comprehensive Zoning By-Law. 11
- 8.4 October 2013 Update on the Emerald Ash Borer from the Canadian Food Inspection Agency. 12 - 14

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8.5     Reminder dated November 2013 from the Ministry of Citizenship and Immigration re: Deadline for Nominations for the Ontario Medal for Young Volunteers - January 15, 2014.	15

**Minutes:**

9.1     Fort Frances Municipal Non-Profit Housing Corporation dated June 24 (11:30 a.m.); June 24 (11:45 a.m.) and September 11, 2013.	16 - 18
9.2     Operations and Facilities Executive Committee dated December 4, 2013*.	19 - 20

**Non-agenda Items 7:10 p.m.**

**\* Previously distributed to Council**

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

**REPORT TO:** Mayor and Council  
**FROM:** K.M. Lawson  
**SUBJECT:** Town of Fort Frances  
Council Meeting - Monday, December 16, 2013  
Consent Agenda Items

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1. Items referred from Committee of the Whole:  
See individual reports.
2. No items to consider.



/kl

**December 12, 2013**



TOWN OF FORT FRANCES

BY-LAW NO. 57/13

(Being a by-law to approve an agreement with Métis Ventures Inc. with respect to payment of arrears of taxes. - the *Municipal Act, 2001*, R.S.O. 2001, c.25, Section 107.)

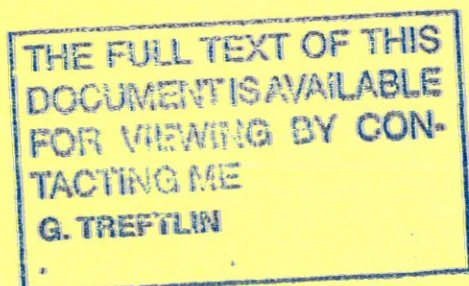
WHEREAS on December 9, 2013, Council approved, with direction to Administration, that the Town enter into an agreement with Métis Ventures Inc. with respect to settlement of the arrears of taxes, penalty and interest owing by Métis Ventures Inc. to the Town.

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

1. That the Agreement with Métis Ventures Inc. in the form of Schedule "A" attached to this by-law be approved for the Mayor and Clerk to sign and affix the Corporate Seal thereto.

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

READ THREE TIMES and finally passed in open Council this 16<sup>th</sup> day of December, 2013.



\_\_\_\_\_  
R. Avis, Mayor

\_\_\_\_\_  
K. Lawson, Deputy Clerk

TOWN OF FORT FRANCES

BY-LAW NO. 58/13

(Being a by-law for the purpose of approving the minutes of current Council - the *Municipal Act, 2001*, S.O. 2001, c.25.)

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

1. That all the minutes of meetings of Council for the period December 17, 2012 to December 9, 2013 be and the same are hereby approved.
2. That all actions, deeds and things approved by resolution of Council within such minutes are hereby confirmed and ratified by this by-law.

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

READ THREE TIMES and finally passed in open Council this 16<sup>th</sup> day of December 2013.

\_\_\_\_\_  
R. Avis, Mayor

\_\_\_\_\_  
K. Lawson, Deputy Clerk



AMO Communications  
<communicate@amo.on.ca>  
10/12/2013 05:30 PM

To "gtreftlin@fort-frances.com" <gtreftlin@fort-frances.com>  
cc  
bcc  
Subject AMO Conference Hotels Guest Room Booking Policy

**THE IMMEDIATE ATTENTION OF THOSE ATTENDING THE 2014 AMO ANNUAL CONFERENCE IN LONDON, ONTARIO**

Please find attached a memo regarding hotel accommodations for the 2014 AMO Annual Conference. The policies outlined in this memo are effective immediately and apply to several hotels in London.

Please read and distribute the attached memo, as it includes time sensitive information. You may also access this information including details on hotels that are not affected by this policy by visiting <http://bit.ly/1bTN1rL>

Attached is one (1) AMO memo, as below:

- 2014BookingPolicy .PDF

If you have problems opening the attachment(s) please call Nav Dhaliwal at AMO at (416) 971-9856 ext. 330

**PLEASE NOTE**

AMO communications will be broadcast to the municipality's administrator and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff and elected officials as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

**DISCLAIMER**

These are final versions of AMO documents. AMO assumes no responsibility for any discrepancies that may have been transmitted



with the electronic version. The printed versions of the documents stand as the official record. 2014BookingPolicy.pdf

## 2014 AGM/Conference

### August 17 – 20, 2014

#### **NON-REFUNDABLE CANCELLATION FEE FOR GUEST ROOMS AT: Hilton London, Delta London Armouries, Holiday Inn Express, Residence Inn by Marriott, Hotel Metro, Station Park Inn, Best Western Lamplighter Inn, Four Points by Sheraton & London Hotel & Suites**

The 2014 AMO AGM/Conference will be held in London at the London Convention Centre. London has a large number of hotels; however none of them individually have the number of guest rooms required for a conference of our size. So, in order to address the delegate guest room requirements, we have AMO guest room blocks in nine hotels, as shown below:

<b>Hotel</b>	<b>Location</b>	<b>AMO Room Rate (starting at)</b>
Hilton London	King Street West	\$ 149/night
Delta London Armouries	Dundas Street West	\$ 149/night
Holiday Inn Express	Dundas Street West	\$ 100/night
Residence Inn by Marriott	Colborne Street	\$ 189/night
Hotel Metro	Covent Market Lane	\$ 149/night
Station Park Inn	Pall Mall Street	\$ 140/night
Best Western Lamplighter Inn	Wellington Street	\$ 149/night
Four Points by Sheraton	Wellington Street	\$ 149/night
London Hotel & Suites	Wellington Street	\$ 109/night

As in previous years, the nine AMO room blocks will not be released for booking until **Tuesday, January 14<sup>th</sup>, 2014 at 10:00 a.m.** Also, a non-refundable cancellation fee is once again being implemented at the nine main conference hotels for conference room reservations in order to deter the practice of overbooking guest rooms.

Historically, when the August conference guest room block is made available, municipalities frequently book multiple guest rooms under one name and often an excessive number of rooms. These rooms are subsequently firmed up and the rooms not required are cancelled, often as late as forty-eight hours prior to check in, with no financial penalty, resulting in unused rooms at the time of the conference. Delegates, who in the lead up to the conference are not successful in obtaining a room at the conference hotel, have no choice but to book rooms in overflow hotels, many of which are several kilometres from the conference.

Implementing a non-refundable cancellation fee will enable us to:

- Maximize the number of guest rooms available to all conference delegates at the main conference hotels.

- Mitigate the contractual financial penalty levied against AMO when a block becomes undersold due to the cancellation of overbooked rooms.

### The Booking Process

**The 2014 block of guest rooms at the main conference hotels will be released for booking on January 14<sup>th</sup>, 2014 at 10:00 a.m.** Municipalities will be given the opportunity to make individual bookings at this time. All guest rooms must be booked using a credit card and must be assigned individual names, any multiple bookings under one guest name will not be allowed. We are therefore requesting your co-operation with the 2014 booking process:

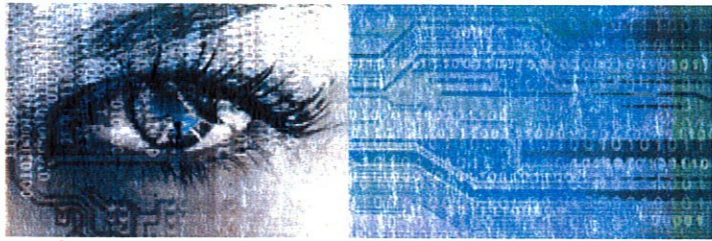
- All reservations may be made either online through the AMO Group Link that will be available on **January 14, 2014 starting at 10:00 a.m.** on the AMO website ([www.amo.on.ca](http://www.amo.on.ca)), or by phone:
  - Hilton London: 1-800-210-9336
  - Delta Armouries: 1-800-668-9999
  - Holiday Inn Express: 1-877-660-8550
  - Residence Inn by Marriott: 1-877-477-8483
  - Hotel Metro: 1-866-626-3876
  - Station Park Inn: 1-800-561-4574
  - Best Western Lamplighter Inn: 1-888-232-6747
  - Four Points by Sheraton: 1-519-681-0600
  - London Hotel & Suites: 1-519-668-7900
- At time of booking the hotel will charge a three night deposit to all reservations, securing rooms over the peak conference dates of August 17-20, 2014. For room rates and types please visit the AMO website at [www.amo.on.ca](http://www.amo.on.ca)
- Should you cancel your reservation between the date of booking your reservation and July 15, 2014 you will be charged a one night non-refundable cancellation fee and have the remainder of the deposit credited back to your credit card.
- After July 15, 2014, if you cancel the guest room reservation or reduce the number of nights you plan on staying at the hotel then **none** of the deposit will be refunded.
- You may change names on the reservation without penalty at any time.

We hope that this process will encourage municipalities to book only those guest rooms that are actually needed so that more delegates will have the opportunity to stay at the official conference hotel. **Of course guest rooms will still be available at overflow hotels and for those bookings, deposits will be refunded for cancellations up to 72 hours prior to arrival.**

Please visit [www.amo.on.ca](http://www.amo.on.ca) for a list of London hotels that are not in the room block.

If you have any questions about the cancellation policy, please contact Navneet Dhaliwal at 416-971-9856 ext. 330, toll free 1-877-426-6527 or by email at [ndhaliwal@amo.on.ca](mailto:ndhaliwal@amo.on.ca).

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



December 12, 2013

### In This Issue

- Ontario Ombudsman releases annual report on municipal closed meetings.
- Burlington, Sault Ste. Marie and South-West Oxford win Community Conservation Awards.
- One Government and two Private Member Bills introduced that impact municipalities.
- OPA's Education and Capacity Building (ECB) program launched.
- Must read: 2014 AMO Conference Hotels Guest Room Booking Policy.
- Accessible Community Engagement Guides.
- City of Stratford exotic animals resolution.
- Career opportunities with City of Brampton, Norfolk County and AMO.

### AMO Matters

Ontario's Ombudsman has released his annual report on closed meetings and called for oversight of the "MUSH" sector. [AMO explains](#) why municipalities must demonstrate, on their own, that they can be trusted.

### Provincial Matters

The [Community Conservation Awards](#) are presented to small, medium, and large communities that demonstrates strong achievement in: Conservation leadership; Innovation and market transformation; and/or Corporate/internal and community engagement.

Government [Bill 141, Infrastructure for Jobs and Prosperity Act, 2013](#) (would establish mechanisms to encourage evidence based and strategic infrastructure planning) and Private Member [Bill 148, Spirits of Competition Act, 2013](#) (would amend [Liquor Licence Act](#) with respect to sale of liquor by manufacturers) and [Bill 150, Liquor Licensing Statute Law Amendment Act, 2013](#) (would amend [City of Toronto Act](#) and more general liquor licensing legislation regarding licensing establishments) were introduced and received First Reading.

The [ECB Program](#) funds diverse education and capacity-building initiatives to facilitate knowledge and participation in renewable energy. Application deadline is February 10, 2014, at 12 noon. For more information, contact staff at 1-888-471-2377 or email [ecb@powerauthority.on.ca](mailto:ecb@powerauthority.on.ca).

### Eye on AMO/LAS Events

Nine hotels in London will release guest rooms for reservations, at the AMO Conference rate, on Tuesday, January 14, 2014 at 10:00 a.m. As in previous years, a non-refundable cancellation fee is being implemented at the hotels for reservations in order to deter the practice of overbooking guest rooms. For information on the hotels and how to book please review the [full guest room booking policy](#).

### The Municipal Wire\*

The Ontario Municipal Social Service Association (OMSSA) has developed two resources to help the public sector make their public engagement accessible. Guides on accessible meetings and public engagement are found on the [OMSSA website](#).

The [City of Stratford resolution](#) petitions the provincial and federal governments to implement province-wide standard rules to restrict the keeping of exotic animals.

### Career/Employment Opportunities

[Director of Strategic and Enterprise Services - City of Brampton](#). Please apply directly to: Rob O'Brien

or Matt Morgan, Davies Park Executive Search. Tel: 416.238.5622; Email: [Toronto@daviespark.com](mailto:Toronto@daviespark.com). Additional information available [here](#).

Clerk/Manager of Council Services, Deputy Clerk/Licensing Coordinator - Norfolk County. For more information please visit the Norfolk County website. Applications for both positions must be received by 4:30 p.m. Monday, December 16, 2013.

Policy Intern - AMO. Assisting senior advisors and the Director of Policy, the successful candidate will support AMO's policy development process. The Internship is a temporary position of up to 17 weeks. Please apply in confidence to: [hr@amo.on.ca](mailto:hr@amo.on.ca) by January 31, 2014.

#### **About AMO**

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

#### **AMO Contacts**

AMO Watch File Team, Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services Limited

MEPCO Municipal Employer Pension Centre of Ontario

OMKN Ontario Municipal Knowledge Network

Media Inquiries, Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

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



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Association of Municipalities of Ontario  
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## NOTICE OF PUBLIC MEETING CONCERNING PROPOSED NEW COMPREHENSIVE ZONING BY-LAW

AGENDA ITEM #8.3

TAKE NOTICE that the Corporation of the Town of Fort Frances will hold a public meeting in accordance with section 34(1) of the *Planning Act*, R.S.O. 1990, Chapter P.13, on:

Monday January 13, 2014  
at 6:45 or as soon after as can be accommodated  
in the Council Chambers of the civic centre, 320 Portage Avenue

WITH RESPECT to a proposed new Comprehensive Zoning By-law under the *Planning Act*, R.S.O., 1990, Chapter P.13, Section 34. The proposed Zoning By-law will introduce new or altered definitions, general provisions and zones for the purpose of prohibiting and regulating the use of land and the erection, location and use of buildings and structures and includes new zone/land use zone maps for the entire municipality. The By-Law is intended to be consistent with the *Planning Act* and the Provincial Policy Statements, and implement the policies contained of the Town of Fort Frances Official Plan approved by the Ministry of Municipal Affairs and Housing December 3, 2012.

THE EFFECT of the proposed Zoning By-law will be to repeal and replace the existing Comprehensive Zoning By-law No.8/98, which has been in effect since 1998, and all amendments thereto. The By-law will apply to all lands within the corporate limits of the Town therefore a key map has not been provided in this Notice.

ANY PERSON OR PUBLIC BODY may attend the public meeting and/or make written or verbal representation to Council either in support of, or in opposition to, the proposed new Zoning By-Law. Anyone wishing to address Council at the meeting will have an opportunity to do so.

IF A PERSON OR PUBLIC BODY does not make oral submission at a public meeting or make written submissions to the Corporation of the Town of Fort Frances before the By-Law is passed, the person or public body is not entitled to appeal the decision of the Council of the Corporation of the Town of Fort Frances to the Ontario Municipal Board.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting or make written submission to the Corporation of the Town of Fort Frances before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

WRITTEN SUBMISSIONS AND/OR REQUESTS FOR NOTICE of the approval of the Comprehensive Zoning by-Law should be directed to N. Faye Flatt, Municipal Planner. Submissions from anyone not attending the public meeting should be submitted by noon on January 13, 2014.

ADDITIONAL INFORMATION respecting the proposed Comprehensive Zoning By-Law and Zoning Schedules is available for review at the Town Office during regular office hours (8:30 a.m. to 4:30 p.m.) and on the Town website at [www.fort-frances.com](http://www.fort-frances.com).

Date of Notice: December 18, 2013

N. Faye Flatt, AMCT, ACST, CPT  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

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Publication:

Website: December 5, 2013

Council Agenda: December 9, 2013 & December 16, 2013

Fort Frances Times: December 18, 2013

Bulletin: December 19, 2013



## UPDATE ON THE EMERALD ASH BORER

October 2013

The emerald ash borer (EAB) is an invasive insect from Asia that kills ash trees of all species. Considered to be one of the worst invasive alien forest pests to ever be introduced to North America since it was first discovered in Windsor and Detroit in 2002, it continues to spread in Ontario, Quebec and the United States. EAB has infested or killed tens of millions of ash trees in North America. Although EAB can fly short distances, much of its spread is due to movement of infested ash materials.

In order to slow the further spread of EAB in Canada, the Canadian Food Inspection Agency (CFIA) has established regulated areas in those counties and cities where EAB has been confirmed. Under the authority of the federal Plant Protection Regulations, movement of all ash materials and firewood from all tree species out of these regulated areas is prohibited.

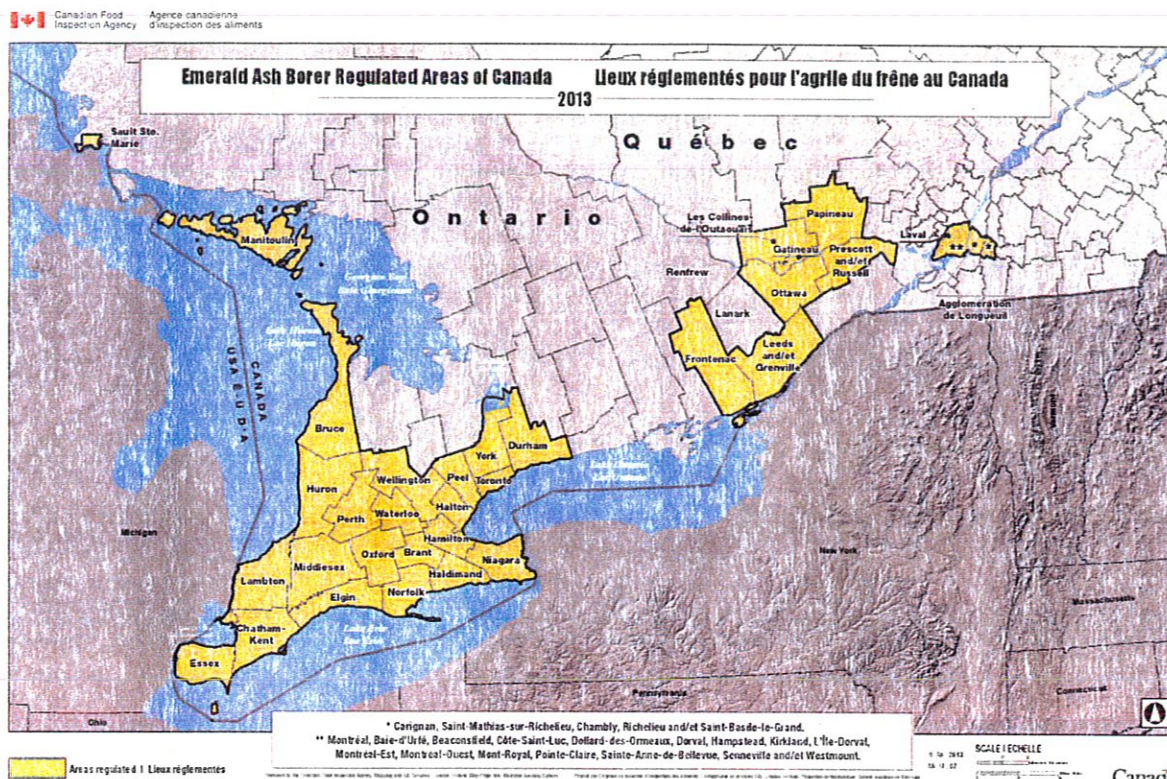
Prohibited materials include **nursery stock, trees, logs, wood, rough lumber (including pallets and other wood packaging materials), bark, wood chips or bark chips from ash (*Fraxinus* species), and firewood of all tree species**. Movement of these materials out of these regulated areas is only permitted with prior written permission of the CFIA.

This document presents only a summary of the requirements in place to control the spread of EAB. More information is available online under the CFIA Policy Directive D-03-08.

**It is the responsibility of those affected industry and stakeholders to keep informed of and comply with these requirements.**

To help protect Canada's forest resources, check with the CFIA before moving ash trees, ash wood products, or firewood. Additional information on EAB, the related policy directives and compliance programs and most up-to-date listing of regulated areas in Canada can be found at [www.inspection.gc.ca/pests](http://www.inspection.gc.ca/pests).

## CURRENT REGULATED AREAS IN CANADA



## Ontario

- All the areas within the boundaries of the cities of Hamilton and Toronto, the regional municipalities of Chatham-Kent, Durham, York, Peel, Halton, Niagara and Waterloo and the counties of Brant, Bruce, Elgin, Essex, Haldimand, Huron, Lambton, Middlesex, Norfolk, Oxford, Perth and Wellington.
- The area within the boundaries of the City of Sault Ste. Marie.
- The area within the boundaries of the Manitoulin District.

## Ontario-Quebec

- All the areas within the boundaries of the City of Ottawa, the United Counties of Leeds and Grenville and the United Counties of Prescott and Russell and the County of Frontenac in the Province of Ontario and in the City of Gatineau, the municipalité régionale de comté (MRC) de Papineau and the MRC Les Collines-de-l'Outaouais in the Province of Quebec.

## Quebec

- All the areas within the boundaries of the Municipalities of Carignan, Chambly, Richelieu, Saint-Basile-le-Grand and Saint-Mathias-sur-Richelieu, the cities of Montreal, Baie-d'Urfé, Beaconsfield, Côté-Saint-Luc, Dollard-Des Ormeaux, Dorval, Hampstead, Kirkland, Laval, L'Île-Dorval, Montréal-Est, Montréal-Ouest, Mont-Royal, Pointe-Claire, Sainte-Anne-de-Bellevue, Senneville and Westmount and the Agglomération de Longueuil.

**NOTE: The EAB regulated areas will be changed April 1, 2014 to reflect detections during 2013.**

- **FIREWOOD**

Firewood is a high risk commodity for the spread of EAB. **Movement of ash firewood** out of a regulated area is prohibited. For **parks and campgrounds**, the CFIA encourages you to inform all visitors of movement restrictions in place and to confiscate and immediately dispose of (by burning) any firewood brought in from a regulated area. Consider making quality firewood available on-site or providing a list of local suppliers for visitors. If your campground or park is in an area not regulated for EAB, it is important to know from where your firewood suppliers are sourcing their wood.

**Commercial movement of non-ash firewood** out of regulated area is allowed by written permission only to those facilities registered under the EAB Approved Facility Compliance Program in accordance with the interim firewood module. This movement is permitted based on an ash exclusion process. Please contact the CFIA to obtain more information about this program and to ensure that your firewood facility meets the requirements.

- **WOOD, WOOD PRODUCTS AND WOOD PACKAGING**

All facilities located in EAB regulated areas that produce ash lumber, pallets, wood packaging or other non-manufactured products with an ash component for movement out of or export from a regulated area **must** be approved by the CFIA under the EAB Approved Facility Compliance Program, the Canadian Wood Packaging Certification Program (CWPCP) or the Canadian Heat Treated Wood Products Certification Program (CHTWPCP). Please contact the CFIA to ensure your facility meets the requirements if you deal with ash material.

**All facilities located within or receiving ash materials from EAB regulated areas are required to participate in one of these programs or risk fines and/or prosecution.**

- **NURSERY STOCK**

Ash trees have traditionally been a major component of nursery stock sales in Canada. EAB has had a major impact on ash nursery stock production and sales in both Canada and the U.S., and with continued spread, there will be a decline in the use of this valuable landscape tree. Under Policy Directive D-03-08, the movement or import of ash (*Fraxinus*) nursery stock from EAB regulated areas is prohibited.

Under the authority of the *Plant Protection Act* and *Plant Protection Regulations*, the CFIA has the authority to enter any facility sending, receiving or processing forest materials to verify that it is compliant with policies and regulations. The CFIA or an approved service provider will routinely inspect wood-processing facilities and facilities receiving forest products from EAB regulated areas. Persons or companies found contravening the *Plant Protection Act* may be subject to penalties including fines and/or prosecution.

**IMPORTANT NOTE:**

**This is the final year that the CFIA will be mailing out printed information updates on the emerald ash borer. Such information will be available only online and by email in future.**

Visit [www.inspection.gc.ca/pests](http://www.inspection.gc.ca/pests) for the most current information.

Sign up to receive plant protection updates by email, including those for the emerald ash borer at: <http://www.inspection.gc.ca/english/util/listserv/listbsube.shtml?phpd-dcpv>

Ministry of Citizenship  
and Immigration

Ministère des Affaires civiques  
et de l'Immigration



Ontario Honours and Awards  
Secretariat  
400 University Avenue, 4<sup>th</sup> Floor  
Toronto ON M7A 2R9

Secrétariat des distinctions et prix  
de l'Ontario  
400, avenue University, 4<sup>e</sup> étage  
Toronto ON M7A 2R9



November 2013

Dear friend,

I am pleased to remind you that the Ontario Honours and Awards Secretariat accepts nominations, throughout the year, for the Ontario Medal for Young Volunteers.

The Ontario Medal for Young Volunteers is presented by the Lieutenant Governor to exceptional young volunteers, between the ages of 15 and 24.

Through their actions and dedication, young volunteers have improved the quality of life in their communities, their province, their country, and even around the world. This honour recognizes Ontario's finest youth who understand the importance of volunteering and who demonstrate leadership, initiative and perseverance as well as inspire others.

Do you know an outstanding young volunteer? If so, please nominate them for the Ontario Medal for Young Volunteers.

Deadline for nominations is **January 15, 2014**

Nomination forms and additional information about the Ontario Medal for Young Volunteers, and other programs that recognize volunteers, are available on the Ministry of Citizenship and Immigration website at:

[www.ontario.ca/honoursandawards](http://www.ontario.ca/honoursandawards)

If you have any questions or require assistance please contact the Ontario Honours and Awards Secretariat by phone at (416) 314-7526, toll free at 1-877-832-8622 or TTY 416-327-2391.

I genuinely hope you take this opportunity to nominate any young volunteer(s) you believe to be worthy of this recognition.

Sincerely,

Luc Vincent  
Manager

**FORT FRANCES MUNICIPAL NON-PROFIT HOUSING CORPORATION****Monday June 24, 2013 – 11:30 a.m.****Committee Room – Civic Centre**

The Board of Directors of the Municipal Non-Profit Housing Corporation held a regular meeting in the Committee Room of the Civic Centre on Monday June 24, 2013 at 11:30 am.

Board Members Present: Nick Wihnan (Chair), John Albanese (Vice Chair), Faye Flatt (Municipal Planner/Secretary), Mark McCaig (CAO/Treasurer), Gord McBride and Andrew Hallikas (Councillor).



Others Present: Sandra Weir (RRDSSAB) and Mike Canfield (BDO)

Regrets: Bill Krukoski.

1. Called to order at 11:35 a.m.

2. Non – Agenda Items – None

3. **Res. # 01/13 - Albanese/Hallikas** - that the agenda for this meeting be approved. CARRIED.

4. **Res. # 02/13 – McBride/Albanese** – that the minutes from the meeting held December 12, 2012 be approved as prepared and circulated. CARRIED.

5. New Business:

a. Bill 65 – Changes to Corporations Act. Deferred to fall meeting to allow more time for evaluation on required changes.

b. Financial Statements

**Res. # 03/13 – McBride/Hallikas** – that the financial statements presented by RRDSSAB for November and December 2012; and January and February 2013 be approved as presented. CARRIED.

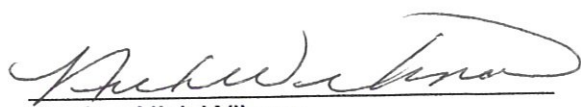
**Res. # 04/13 – Flatt/Hallikas** - that the draft Financial Statements for the Fort Frances Municipal Non Profit Housing Corporation as presented by BDO be approved and further that the Chair and Vice-Chair be authorized to sign same on behalf of the Corporation. CARRIED.

6. Outstanding Issues:

a. In December a question arose as to when the mortgage was up on the housing. Sandra will check and advise.

7. Non-Agenda Items – None

8. The meeting was closed at 12:00 noon.

  
Chair – Nick Wihnan

  
Secretary – Faye Flatt

**FORT FRANCES MUNICIPAL NON-PROFIT HOUSING CORPORATION**

**Monday June 24, 2013 – 11:45 a.m.**

**Committee Room – Civic Centre**

AGENDA ITEM #9.1



The Board of Directors of the Municipal Non-Profit Housing Corporation held a regular meeting in the Committee Room of the Civic Centre on Monday June 24, 2013 at 11:45 am.

Board Members Present: Nick Wihnan (Chair), John Albanese (Vice Chair), Faye Flatt (Municipal Planner/Secretary), Mark McCaig (CAO/Treasurer), Gord McBride and Andrew Hallikas (Councillor).

Others Present: Sandra Weir (RRDSSAB)

Regrets: Bill Krukoski.

1. Called to order at 12:10 p.m.
2. Non – Agenda Items – None
3. **Res. # 05/13 Hallikas/Flatt** - that the agenda for this meeting be approved.

CARRIED.

4. Minutes from previous meeting - None

5. New Business:

a. Financial Statements – Sandra advised there were no concerns.

**Res. # 06/13 – Hallikas/McBride** – that the financial statements for March and April 2013 be approved as presented by RRDSSAB.

CARRIED.

**Res. # 07/13 – Hallikas/McBride** - that the Arrears Report for April 2013 be accepted as presented by RRDSSAB.

CARRIED.

6. Outstanding Issues - None

7. Non-Agenda Items – None

8. The meeting closed at 12:15 p.m. with next meeting scheduled for September 11, 2013 at 11:30 a.m.

  
Chair – Nick Wihnan

  
Secretary – Faye Flatt

**FORT FRANCES MUNICIPAL NON-PROFIT HOUSING CORPORATION**

**September 11, 2012 – 11:00 a.m.**

**Committee Room – Civic Centre**

AGENDA ITEM #9.1



The Board of Directors of the Municipal Non-Profit Housing Corporation held a regular meeting in the Committee Room of the Civic Centre on September 11, 2013 at 11:00 a.m.

Board Members Present: Nick Wihnan (Chair), John Albanese (Vice Chair), Faye Flatt (Municipal Planner/Secretary), Mark McCaig (CAO/Treasurer), Gord McBride and Andrew Hallikas (Councillor).

Others Present: Sandra Weir (RRDSSAB)

Regrets: Bill Krukoski.

1. Called to order at 11:00 by Chair Wihnan.

2. Non – Agenda Items

7.a. Mortgage Renewal with MMAH – borrowing resolution required

3. **Res. # 08/13 McBride/Hallikas** - that the agenda for this meeting be approved.

CARRIED.

4. **Res. # 09/13 Albanese/Hallikas** - that the minutes of consecutive meetings held June 24, 2013 at 11:30 and 11:45 be approved.

CARRIED.

5. New Business:

a. Bill 65 – Changes to Corporations Act – Faye highlighted some of the changes to the Corporations Act that will affect the Not For Profit Corporations. It was decided that the matter would be referred to the solicitor for review.


6. Outstanding Issues - None

7. Non-Agenda Items

a. **Res. # 10/13 – McBride/Hallikas** – that the Board of Directors of the Fort Frances Municipal Non-Profit Housing Corporation authorize refinancing of property known as 808-818 Victoria Avenue and 811-817 Christie Avenue, maturing December 1, 2013 in the approximate amount of \$783,066.89 as per terms and conditions on attached.

CARRIED.

8. The meeting closed at 11:45 a.m. without date for next meeting.

  
Vice-Chair John Albanese

  
Secretary – Faye Flatt



## Operations & Facilities Executive Committee

### Minutes of Meeting

**Date: Wednesday, December 4, 2013      Session No. 68**

A meeting of the Operations & Facilities Executive Committee was held in the Committee Room on Wednesday, December 4<sup>th</sup>, 2013 from 7:34 a.m. to 8:15 a.m.

Committee Members Present: Rick Wiedenhoeft, Chair, Paul Ryan, Ken Perry, Mark McCaig, CAO and Doug Brown.

Also Present: Mayor Roy Avis

1. Call to Order 7:34 a.m.
2. Disclosure of pecuniary interest as required under the *Municipal Conflict of Interest Act* by Committee Members on agenda items. None
3. Agenda items considered at this meeting:
  - 1) Approve the minutes of the meeting of this Committee on November 20, 2013 – the minutes were approved as circulated.
  - 2) Execution of Contribution Agreement with Ontario Minister of Rural Affairs for the 2nd and Street/Mowat Avenue Project – the administration report was reviewed and will be forwarded to Council for approval.
  - 3) Execution of 2<sup>nd</sup> Amending Agreement for Municipal Hazardous or Special Waste Services (MHSW) with Stewardship Ontario – the administration report was reviewed and will be forwarded to Council for approval.
  - 4) Execution of Funding Agreement with Stewardship Ontario for Upgrades (Installation of two Compactor Units and 4-40 cubic yard roll off containers) to the Blue Box Transfer Station/Drop-off Recycling Facility – the administration report was reviewed and will be forwarded to Council for approval.
  - 5) Sewer & Water data for 2013 – Updated as of October 31<sup>st</sup>, 2013 – the spreadsheet was reviewed and will be forwarded to Council as information only. No action required.
  - 6) Fort Frances Wastewater Treatment Facility October 2013 Monthly Report – the OCWA Wastewater Treatment Facility report for October 2013 was reviewed and will be forwarded to Council as information only. No action required.

- 7) 2013 Tonnage at Landfill Site – as of October 31<sup>st</sup>, 2013 - the landfill site spreadsheet as of October 31<sup>st</sup>, 2013 was reviewed and will be forwarded to Council as information only. No action required.
- 8) 2013 Tonnage at Landfill Site – as of November 30, 2013 – the landfill site spreadsheet as of November 30, 2013 was reviewed and will be forwarded to Council as information only. No action required.
- 9) Aircraft Landings 2013 as of November 30, 2013 – the airport statistics spreadsheets as of November 30, 2013 were reviewed and will be forwarded to Council as information only. No action required.
- 10) SAI Global – 12 Month Surveillance Audit for the Town of Fort Frances Water System. The SAI Global 12 month surveillance audit was reviewed and will be forwarded to Council as information only. No action required.

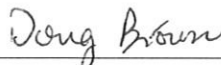
4. Non-Agenda Items: None

5. Resolutions: None

Adjourned at 8:15 a.m.

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

  
Chair

  
Manager

December 4, 2013 O&F Exec Minutes.doc