

TOWN OF FORT FRANCES

AGENDA - August 11, 2014

MEETING - Council Chambers , Civic Centre

Page

COUNCIL MEETING

(Session No. 113) 7:35 p.m. to 8:00 p.m.

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

Delegations/Deputations:

- 2.1 Public Meeting re: 357/358 Applications for Tax Adjustment re: 601 King's Highway (2012, 2013 and 2014). 4 - 12

Consent Agenda:

- 3.1 Summary Report: 13
- 3.2 Items Referred from Committee of the Whole.
- 3.3 2014 August 1 Request from Sunset Country Travel Association - Annual Per Capita Marketing Contribution. 14
- 3.4 Request dated July 23, 2014 from James and Barbara Adair re: Water Billing. 15

Approval of Council Minutes: *

- 4.1 Session No. 112 dated July 14, 2014.

Approval of Committee of the Whole Minutes: *

- 5.1 Session No. 141 dated July 14, 2014.

Resolutions from tonight's Committee meeting

By-Laws:

- 7.1 By-Law 27/14 A By-Law regarding certain property owned by the Corporation of the Town of Fort Frances (Huffman Court). 16 - 26
- 7.2 By-Law 28/14 A By-Law to delegate certain authority to the Chief Administrative Officer. 27
- 7.3 By-Law 29/14 A By-Law to approve an employment agreement with Elizabeth Slomke and for her appointment as Municipal Clerk for the Town of Fort Frances. 28
- 7.4 By-Law 30/14 A By-Law to authorize a license agreement for purposes of 29 - 34

	utilization of the Town's geospatial data with Vastamaki Consulting Service.	
7.5	By-Law 31/14 A By-Law to authorize a license agreement for purposes of utilization of the Town's geospatial data with Saulteaux Consulting and Engineering.	35 - 40

Town Property Declared Surplus and Being Offered for Sale:

- 8.1 PART OF PIN 56017-0439 – PCL BLK C-2 SEC SM112; PT BLK C PL SM112 MCIRVINE BEING THE ELY 194 ½ FT; FORT FRANCES; DESIGNATED AS PART 1 ON PLAN 48R-4374
- And
- ALL OF PIN 56017-04440 – PCL – PLAN –1 SEC SM112; BLK C PL SM112 MCIRVINE EXCEPT LAND AS IN SLT 40357; FORT FRANCES; DESIGNATED AS PARTS 2 TO 5 ON PLAN 48R-4374

New Items:

- | | | |
|-----|---|----|
| 9.1 | Request received July 31, 2014 from Fort Frances Lakers Junior A Hockey Team re: Declaring 2015 Dudley Hewitt Cup April 28 to May 2, 2015 as a significant community event. | 41 |
|-----|---|----|

Information Correspondence:

- | | | |
|------|--|---------|
| 10.1 | Association of Municipalities of Ontario Watch File dated July 17th; July 24th; July 31st and August 7th, 2014. | 42 - 50 |
| 10.2 | Association of Municipalities of Ontario Communications dated August 5, 2014 re: Policy Update - AMO President Russ Powers Will Speak to Municipal Infrastructure Needs at the Council of the Federation's Building Canada Up Summit; and August 6, 2014 re: AMO Policy Update - Energy. | 51 - 53 |
| 10.3 | Federation of Canadian Municipalities News Release dated July 24th and July 31st, 2014. | 54 - 58 |
| 10.4 | Correspondence dated July 4, 2014 from Northwestern Health Unit re: Boil Water Advisory Procedure for Municipal Water Systems. | 59 - 62 |
| 10.5 | Letter of appreciation dated July 25th, 2014 from S. Darby, Harmony of Nations Music Festival Coordinator re: Town's support of the Harmony of Nations Music Festival. | 63 |
| 10.6 | Correspondence dated July 25, 2014 from Ontario Heritage Trust re: Nominations for the 2014 Young Heritage Leaders Program and for the Lieutenant Governor's Ontario Heritage Awards. | 64 |
| 10.7 | Correspondence dated July 21, 2014 from The College of Physicians and Surgeons of Ontario re: Deadline of Extension to Nominate a Physician for a Council Award to October 1, 2014. | 65 |
| 10.8 | Correspondence dated July 24, 2014 from TBT Engineering Consulting Group | 66 - 67 |

re: Ontario Ministry of Transportation Highway Improvements GWP 6234-11-00, Highway 11 from Fort Frances East Limits Easterly for 29.6 km to 0.1 km East of Highway 502.

Minutes:

- | | | |
|------|---|---------|
| 11.1 | Northwestern Health Unit Regular Board of Health dated April 30th; Notice of Motion to Amend - April 30, 2014 Board of Health Meeting Minutes; and Regular Board of Health Meeting dated June 27, 2014. | 68 - 91 |
| 11.2 | Planning and Development Executive Committee dated July 7, 2014*. | 92 |
| 11.3 | Administration and Finance Executive Committee dated July 8, 2014*. | 93 - 95 |
| 11.4 | Downtown Business Improvement Area Board of Management dated June 11, 2014. | 96 - 98 |
| 11.5 | Fort Frances Museum Advisory Committee dated July 21, 2014*. | 99 |

Non-agenda Items 7:55 p.m.

*** Previously distributed to Council**

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



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/79**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: August 5, 2014
SUBJECT: 357/358 Applications for Tax Adjustment
 Re: 601 Kings Hwy (2012, 2013 & 2014) Roll # 5912-010-002-07800-0000

BACKGROUND

Attached are the 357/358 Application for reconsideration of assessment and adjustment of 2012, 2013 and 2014 taxes for 601 Kings Hwy. resulting from change of use from demolish of a dwelling structure from April 15, 2012 to December 31, 2014.

The Municipality may object to the applications for the above referenced properties filed under Section 39.1 of the *Assessment Act*. In accordance with Section 357 (5) of the *Municipal Act* on or before September 30 of the year following the year in respect of which the application was made, council shall hold a meeting at which the applicants may make presentations to council.

Section 357 (5) (b) of the *Municipal Act* states that the Municipality must notify the applicant(s) of the meeting by mail sent 14 days before the meeting. Notice of Hearing to consider these Section 357/358 applications for 2012, 2013 and 2014 was mailed to the applicant on July 24, 2014 indicating notification that the public hearing is scheduled for Monday, August 11, 2014.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council approve the adjustment of 2012, 2013 and 2014 taxes under Section 357/358 of the *Municipal Act* for 610 Kings Hwy property located in Fort Frances.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the adjustment of 2012, 2013 and 2014 taxes under Section 357/358 of the *Municipal Act* for property located at 610 Kings Hwy in Fort Frances.

2014 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS

Batch #	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	Capping Adjust	Penalty/ Interest	BIA	TOTAL
261/358 Days	2012	1.2.07800	-10,000	RTEP	0.01648896	0.00221	-117.59	-15.76								-133.35
	2013	1.2.07800	-10,750	RTEP	0.01670548	0.00212	-179.58	-22.79								-202.37
	2014	1.2.07800	-11,500	RTEP	0.01687815	0.00203	-194.10	-23.35								-217.45
	35/358 Application						-491.27	-61.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-553.17

Administration & Finance Division
Civic Centre

Operations & Facilities Division
Fifth Street & Wright Avenue
Phone: 807-274-9893
Fax: 807-274-7360

Civic Centre
320 Portage Avenue
Phone: 807-274-5323
Fax: 807-274-8479
email: town@fort-frances.com



Planning & Development Division
Civic Centre

Community Services Division
740 Scott Street P9A 1H8
Phone: 807-274-4561

Mailing Address:
320 Portage Avenue
Fort Frances, Ontario
P9A 3P9

www.fort-frances.com

July 24, 2014

OH-SHKI-BE-MA-TE-ZE-WIN Inc
P.O. Box 608
Fort Frances, Ontario
P9A 3M9

Dear Property Owner

Re: Hearing to Consider Section 357/358 Applications

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on Monday August 11, 2014 in the Council Chambers located at the Civic Centre, 320 Portage Avenue, Fort Frances. The Committee of the Whole begins at 5:30 p.m.

The Council of the Town of Fort Frances will be conducting the hearing to consider Section 357/358 Applications, including the applications with regard to property located 601 Kings Highway in the Town of Fort Frances for a structure demolished on or before April 15, 2012.

The hearing will give you the opportunity to speak to the application (copy of applications enclosed) if you should so desire.

Sincerely,


Laurie A. Witherspoon, CMO
Treasurer

Enc.

Emailed to MPAC - May 14/14

AGENDA ITEM #2.1

SECTION 357(358) APPLICATION

TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Application/Appeal #

Taxation Year:

2012

Municipality: FORT FRANCES

Roll Number: 59-12-010-002-078-00

Property Address: 601 KINGS HWY

Applicant Name: CATHY HANDBERG

Owner Name: FFTAHS INC.

Contact Number: 807-274-2042

Mailing Address: P.O. BOX 608

FAX i Num: 807-274-2050

FF. ON PPA 3m9

Reason for Application: (Check one box only)

☐ Ceases to be liable for tax at rate it was taxed - 357(1)(a)

☐ Sickness or extreme poverty - 357(1)(d.1)

☐ Became exempt - 357(1)(c)

☐ Mobile unit removed - 357(1)(e)

☒ Razed by fire, demolition or otherwise - 357(1)(d)(i)

☐ Gross or manifest clerical/factual error - 357(1)(f)

☐ Damaged and substantially unusable - 357(1)(d)(ii)

☐ Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)

Details of Reason: Sm. secondary dwelling was demolished.

Effective from: 04.11.12 to 12.31.12

Applicant Signature: Cathy Handberg

Date: 05.14.14

ASSESSMENT REPORT: MUNICIPALITY

ASSESSOR

Assessment Roll
As Returned

Revised Since
Roll Return

☐

Enter Revisions Below

Assessment Report

School Bd: ☒ Eng ☐ Fr ☐ Other

☐ No Change in Assessment

☐ S357 Required for Next Year

RTC/RTQ	2006 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2006 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
<u>RTP</u>			<u>231,000</u>	<u>221,000</u>				

Reason for Change (Assessor Comments):

Reason Original Assessment Revised:

Assessor Name:

Signature:

Date:

TREASURER'S REPORT ON TAX LIABILITY:

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy
<u>RTP</u>	<u>-10,000</u>	<u>0.01869896</u>	<u>261</u>	<u>133 35</u>	<u>4,319.46</u>

Recommended: ☐ No Adjustment

☒ Adjustment

☐ Cancellation

☐ Refund

Total Amount \$133.35

Comments:

Treasury Position: Treasurer

Signature: L.G. Wicks

Date: 07.23.14

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY): 08.11.14

☐ Approved

☐ Amended & Approved

☐ Not Approved

☐ Applicant Did Not Appear

☐ Application Abandoned

Reason:

Appeared for Applicant

Appeared for Municipality

Signature of Council/ARB Member

Name/Title

442: 2012-00011

Application made under Sec 357/358/359 of the Municipal Act, 2001

MPAC'S RESPONSE

Mun: Fort Frances
 Roll #: 5912 010 002 078 00
 Address: 601 Kings Hwy


7558997
 Application Reason: Demolition
 Tax Year: 2012
 Claimed Relief Period: From To
 April 15 Dec.31

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
Property Class	2008 CVA as returned or most recently revised for taxation year noted in application	2012 Phased-In Amount as returned or most recently revised	CVA as revised (Sec 40 or Sec 39.1) if applicable OR after the correction of a factual error	Notional Value of Structure damaged, demolished, razed or removed OR undergoing repairs or renovations	Notional Value of Property (land and any remaining bldgs.) after damage, demolition, razing or removal OR undergoing repairs or renovations	Assessment		
						2005 CVA	2008 CVA*	2012 Phased-In Assmt
RT	178,000	231,000		10,000	221,000	178,000	231,000	231,000
TO:								
RT	170,294	221,000				170,294	221,000	221,000

* This is the CVA and classification, that will be, or would have been, returned for the taxation year following the application year in order to reflect the physical circumstances and use set out in the application provided that those circumstances and use continued to exist in the following year

MPAC's Remarks:

MPAC has confirmed that the structure has been demolished effective April 15, 2012.
 MPAC has removed the structure from the roll and the 2012 phased - in value is \$221,000.
 The 358 application was filed May 14, 2014.
 Sec. 358 does not allow for demolitions, it is generally for gross or manifest clerical errors.

MPAC Representative Name: Monte Ross
 MPAC Representative Signature: 
 Date: July 15, 2014
 Municipal Approval:

SECTION 357(358) APPLICATION

Application/Appeal #

TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Taxation Year

2013

Municipality: FORT FRANCES Roll Number: 59-12-010-002078-00
 Property Address: 601 KINGS HWY Applicant Name: CATHY HANDBERG
 Owner Name: FFTAHS, INC. Contact Number: 807-274-2042
 Mailing Address: P.O. BOX 608 Alternative Num: 807-274-2050
FF ON. PMA 3M9 FAX

Reason for Application: (Check one box only)

☐ Ceases to be liable for tax at rate it was taxed - 357(1)(a) ☐ Sickness or extreme poverty - 357(1)(d.1)
☐ Became exempt - 357(1)(c) ☐ Mobile unit removed - 357(1)(e)
☒ Razed by fire, demolition or otherwise - 357(1)(d)(i) ☐ Gross or manifest clerical/factual error - 357(1)(f)
☐ Damaged and substantially unusable - 357(1)(d)(ii) ☐ Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)

Details of Reason: Small secondary dwelling was demolished.

Effective from: 01/01/13 to 12/31/13 Applicant Signature: Cathy Handberg Date: 05/14/14
 (MM/DD/YY) (MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY				ASSESSOR				
Assessment Roll As Returned		Revised Since Roll Return <input type="checkbox"/> Enter Revisions Below		Assessment Report School Bd: <input type="checkbox"/> Eng <input type="checkbox"/> Fr <input type="checkbox"/> Other				
				<input type="checkbox"/> No Change In Assessment <input type="checkbox"/> S357 Required for Next Year				
RTC/RTQ	2006 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2006 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
Revised:				Reason for Change (Assessor Comments):				
Reason Original Assessment Revised:								
Assessor Name:				Signature:				Date: <u>5/14/14</u>

TREASURER'S REPORT ON TAX LIABILITY					
RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days/Months	Tax Adjustment	Original Levy
<u>ATP</u>	<u>-10,750</u>	<u>0.1882548</u>	<u>365</u>	<u>202.37</u>	<u>4649.89</u>

Recommended: ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount \$202.37

Comments:

Treasury Position: Treasurer Signature: A. Witherspoon Date: 07/23/14

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION: Hearing Date (MM/DD/YY): 08/11/14

☐ Approved ☐ Amended & Approved ☐ Not Approved ☐ Applicant Did Not Appear ☐ Application Abandoned

Reason:

Appeared for Applicant _____ Appeared for Municipality _____

Signature of Council/ARB Member _____ Name/Title _____

**Application made under Sec 357/358/359 of the Municipal Act, 2001
MPAC'S RESPONSE**

Taxing Authority: Roll #: Address:	Fort Frances 5912 010 002 078 00 601 Kings Hwy	Application #: Application Reason: Tax Year: Claimed Relief Period:	 Demolition 2013 From Jan.1 To Dec.31
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(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Property Class	2012 CVA as returned or most recently revised for taxation year noted in application	2013 Phased-In Amount as returned or most recently revised	CVA as revised (Sec 40 or Sec 39.1) if applicable OR after the correction of a factual error (CVA)	Notional Value of Structure damaged, demolished, razed or removed OR undergoing repairs or renovations (CVA)	Notional Value of Property (land and any remaining bldgs.) after damage, demolition, razing or removal OR undergoing repairs or renovations (CVA)	Assessment			
						2008 CVA	2012 CVA	2013 Phased-In Value Attributed to Value In: (H)	2012 Assmt (same as 2008 CVA)
								0	0
RT	295,000	247,000				231,000	295,000	247,000	231,000
								0	0
TO:								0	0
RT	282,000	236,250		13,000	282,000	221,000	282,000	236,250	221,000
								0	0
								0	0
								0	0

MPAC's Remarks:

MPAC has confirmed that the structure has been demolished effective April 15, 2012.
 MPAC has removed the structure from the roll and the 2013 phased - in value is \$236,250.
 The 358 application was filed May 14, 2014.
 Sec. 358 does not allow for demolitions, it is generally for gross or manifest clerical errors.

Factor Methodology

Shown below is the CVA and classification that would have been returned for the taxation year of the application in order to reflect the physical circumstances and use set out in the application provided that those circumstances had existed at roll return.

Property Class	2008 CVA	2012 CVA	2013 Phased-In Value	2012 Assmt (same as 2008 CVA)	Factor Methodology Applied
RT	\$221,000	\$282,000	236,250	221,000	PSDF
			0	0	
			0	0	
			0	0	
			0	0	
			0	0	

SECTION 357/358 APPLICATION

Application/Appel #

TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Taxation Years:

2014

Municipality: FORT FRANCES

Roll Number: 59-12-010-002-078-00

Property Address: 601 KINGS HWY

Applicant Name: CATHY HANDBERG

Owner Name: FFTAHS INC.

Contact Number: 807-274-2042

Mailing Address: P.O. Box 608

Alternative Num: 807-274-2050

FF. ON. P9A 3m9

FAX

Reason for Application: (Check one box only)

- ☐ Ceases to be liable for tax at rate it was taxed - 357(1)(a) ☐ Sickness or extreme poverty - 357(1)(d.1)
☐ Became exempt - 357(1)(c) ☐ Mobile unit removed - 357(1)(e)
☒ Razed by fire, demolition or otherwise - 357(1)(d)(f) ☐ Gross or manifest clerical/factual error - 357(1)(f)
☐ Damaged and substantially unusable - 357(1)(d)(ii) ☐ Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)

Details of Reason: Sm. Secondary dwelling was demolished.

Effective from:
{MM/DD/YY}

01, 01, 14 to 12, 31, 14

Applicant Signature: Cathy Anderson

Date: 05, 14, 14
(MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY**Assessment Roll
As Returned**

Revised Since Roll Return

Enter Revisions Below

ASSESSOR

Assessment Report School Bd: ☐ Eng ☐ Fr ☐ Other

☐ No Change in Assessment ☐ S357 Required for Next Year

[illegible][illegible]

Reason Original Assessment Revised:

Assessor Name: _____ Signature: _____ Date: / /

TREASURER'S REPORT ON TAX LIABILITY

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment		Original Levy	
RTP	- 11,500	.01890815	365	217	45	4,972	84

Recommended: ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount \$ 217.45

Comments:

Treasury Position: Manager

Signature: L. H. Witherspoon

Date: 07/23/14

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY): 08/11/14

☐ Approved ☐ Amended & Approved ☐ Not Approved ☐ Applicant Did Not Appear ☐ Application Abandoned

Reason:

Appeared for Applicant

Appeared for Municipality

Signature of Council/ARB Member

Name/Title

**Application made under Sec 357/358/359 of the Municipal Act, 2001
MPAC'S RESPONSE**

Taxing Authority: Town of Fort Frances Roll #: 5912 010 002 078 00 Address: 601 Kings Hwy	Application #: Application Reason: Demolition Tax Year: 2014 Claimed Relief Period: From 1-Jan To 31-Dec
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(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Property Class	2012 CVA as returned or most recently revised for taxation year noted in application	2014 Phased-In Amount as returned or most recently revised	CVA as revised (Sec 40 or Sec 39.1) if applicable OR after the correction of a factual error (CVA)	Notional Value of Structure damaged, demolished, razed or removed OR undergoing repairs or renovations (GVA)	Notional Value of Property (land and any remaining bldgs.) after damage, demolition, razing or removal OR undergoing repairs or renovations (CVA)	Assessment			
						2008 CVA	2012 CVA	2014 Phased-In Value Attributed to Value in (H)	2013 Phased-In Value Attributed to Value in (H)
FROM								0	0
								0	0
RT	231,000	295,000				231,000	295,000	263,000	247,000
								0	0
TO								0	0
RT	221,000	282,000		13,000	282,000	221,000	282,000	251,500	236,250
								0	0
								0	0

MPAC's Remarks:

MPAC has confirmed that the structure has been demolished effective April 15, 2012.
MPAC has removed the structure from the roll and the 2014 phased - in value is \$251,500.

Factor Methodology

Shown below is the CVA and classification that would have been returned for the taxation year of the application in order to reflect the physical circumstances and use set out in the application provided that those circumstances had existed at roll return.

Property Class	2008 CVA	2012 CVA	2014 Phased-In Value	2013 Phased-In Value	Factor Methodology Applied
RT	\$221,000	\$282,000	251,500	236,250	PSDF
			0	0	
			0	0	
			0	0	
			0	0	
			0	0	



REPORT TO: Mayor and Council

FROM: G. Treftlin

SUBJECT: Town of Fort Frances
Council Meeting - Monday, August 7, 2014
Consent Agenda Items

1. Items referred from Committee of the Whole:
See individual reports.
2. Request dated August 1, 2014 from Sunset Country Travel Association re:
Annual Per Capita Marketing Contribution.
- will be referred to Administration and Finance Executive Committee for
recommendation.
3. Request dated July 23, 2014 from James and Barbara Adair re: Water Billing.
- will be referred to Operations and Facilities Executive Committee for
recommendation.

A handwritten signature in purple ink, appearing to read "Kathryn Dawson".

/kl

August 7, 2014

Box 647, Kenora, ON P9N 3X6 • 1-800-665-7567 • 807-468-5853 • Fax 807-468-5484 • www.sunsetcountry.net • Email gcariou@sunsetcountry.net

August 1, 2014

Mayor Roy Avis and Council
Town of Fort Frances
Box 38
Fort Frances, ON P9A 3M5

Dear Mayor Avis & Council:

Re: Annual Per Capita Marketing Contribution – Sunset Country Travel Association

Sunset Country Travel Association has launched its annual membership drive and we are looking forward to working with Fort Frances in 2014/15. The Town of Fort Frances has been an important marketing partner over the past years by providing the Association with a per capita contribution. Our request is that Fort Frances make a contribution of 25 cents per capita. This rate has been held steady for the past 5 years.

I want to highlight a number of improvements we have made this year specific to promoting towns and cities in Sunset Country. These include:

- More prominent listings on our product specific websites promoting the towns and cities including a large photo, description, map and links to websites and social media accounts.
- We have also done extensive work identifying “points of interest” in each community including local attractions such as museums, beaches, parks and other community assets. These points of interest also receive a photo, description and map showing their location.

Your contribution includes the allocation of a Summer Student grant (depending on approved funds from Ontario) for the Fort Frances Border Project valued at \$2,500. This student works during the summer and the wages are paid for through a grant administered by Sunset Country.

Our per capita request to Council is simply asking for a show of support by your municipality for the regional tourism marketing that we undertake. Over the last year, we have launched a new mobile phone application designed to deliver info about tourism opportunities to people over their phone. A full section on Fort Frances is included in this app. We also feature the Fort in our annual Travel Guide and Map and on our 28 Internet websites. The Association also attends 5 consumer sport shows in key travel markets.

Clearly, our partnership of promoting tourism with the Town of Fort Frances has proven worthwhile over the past years. It is my hope that the Fort will support our marketing activities through its per capita contribution. This contribution is greatly valued by our Association and the tourism industry in the area. Enclosed is a copy of our 2014 Travel Guide we produced. This is one example of what we do but there are many more. By your contribution, Fort Frances is supporting a marketing plan that averages a travel inquiry received from real people every 3 hours, each day, 365 days a year.

Respectfully yours,



Gerry Cariou
Executive Director

/enclosure

Town of Fort Frances Public Works

July 23, 2014

Ref: Water Bill

Acct.#014853 B

James & Barbara Adair

320 Victoria Ave.

Fort Frances



To Whom It May Concern;

I am writing in regards to my outstanding water bill to inform you I feel it is wrong to bill me for water I did not receive and therefore am unwilling to pay. February 27th 2014 or there abouts the water main out in front of our house burst and was fixed. After it was fixed we really did not have enough pressure to adequately serve our needs. We realized there were many breaks around town and thought this may be the problem but found out it was not. We proceeded to try to talk to someone in PW to address this issue. We were told the problem was ours and we should check the facets and such in our home, so we did. This did not resolve our issue of no water pressure so for the next three months of phoning leaving messages we were told it was our problem. Having had enough I went to the office of Public Works and spoke to Doug Herr in person who said he would send a guy out to check the curbside and come into the house to check the water pressure if I would be home. I stated I would make sure I was home as I just wanted this resolved. I waited at home all day and no one showed up and no one phoned! Having had more than Enough I ph'd public works the very next day to speak to Doug Herr and was told he was on vacation so I asked to speak to his supervisor, Doug Brown. I left a message on his phone stating my frustration over the way his department had handled this and I would like it resolved. June 5th I returned home from work to allow entry to our home to assess the water pressure. It was determined that I had Very low pressure and things I was told that had been checked had not been checked. June 9th they once again dug up the road in front of our house and found a blockage a the entry to our water line that had been the cause of the low pressure.

My major complaint in this is that this department gave nothing but lip service over this issue. It could have been resolved back in March if they had really listened to my complaint. I realize it was a very busy time and many were without water but this is a service I pay for and the service was not there.

I pay \$152.24 +HST per billing and as I was not getting the water I pay for I am willing to only pay for half the water, even though I feel I was getting even less than that. As you can see on my acct I have fully paid the sewer portion and only half the water portion. I intend to only pay half for March, April and May.

Barbara Adair

BY-LAW NO. 27/14

Being a By-Law regarding certain property owned by The Corporation of the Town of Fort Frances (the "Municipality").

WHEREAS section 51 of the *Planning Act*, R.S.O. 1990, Chap. P.13, as amended, gives authority to Council ("Council") of the Municipality to approve subdivisions, and on May 13, 2014 Council approved a draft Plan of Subdivision (the "Draft Plan of Subdivision") dated April 17, 2014 prepared by J. D. Barnes Limited of that Part of Block C Plan SM-112 designated as Parts 1, 2, 3, 4 and 5 on Plan 48R-4374 (herein sometimes referred to as the "Subdivision" or the "Property"). A copy of the Draft Plan of Subdivision is attached to and forms part of this By-law as Schedule "A";

AND WHEREAS pursuant to section 31 of the *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, the Municipality may by by-law establish a highway, and it is deemed expedient and in the interest of the Municipality to dedicate the cul-de-sac roadway constructed within the Subdivision and labeled "Huffman Court" on the Draft Plan of Subdivision as a public highway and to call that highway Huffman Court;

AND WHEREAS on May 24, 2013, Council of the Municipality established the terms and conditions under which the Subdivision lots would be sold and the sale price for each lot.

NOW THEREFORE Council of the Municipality **HEREBY ENACTS** as follows: -

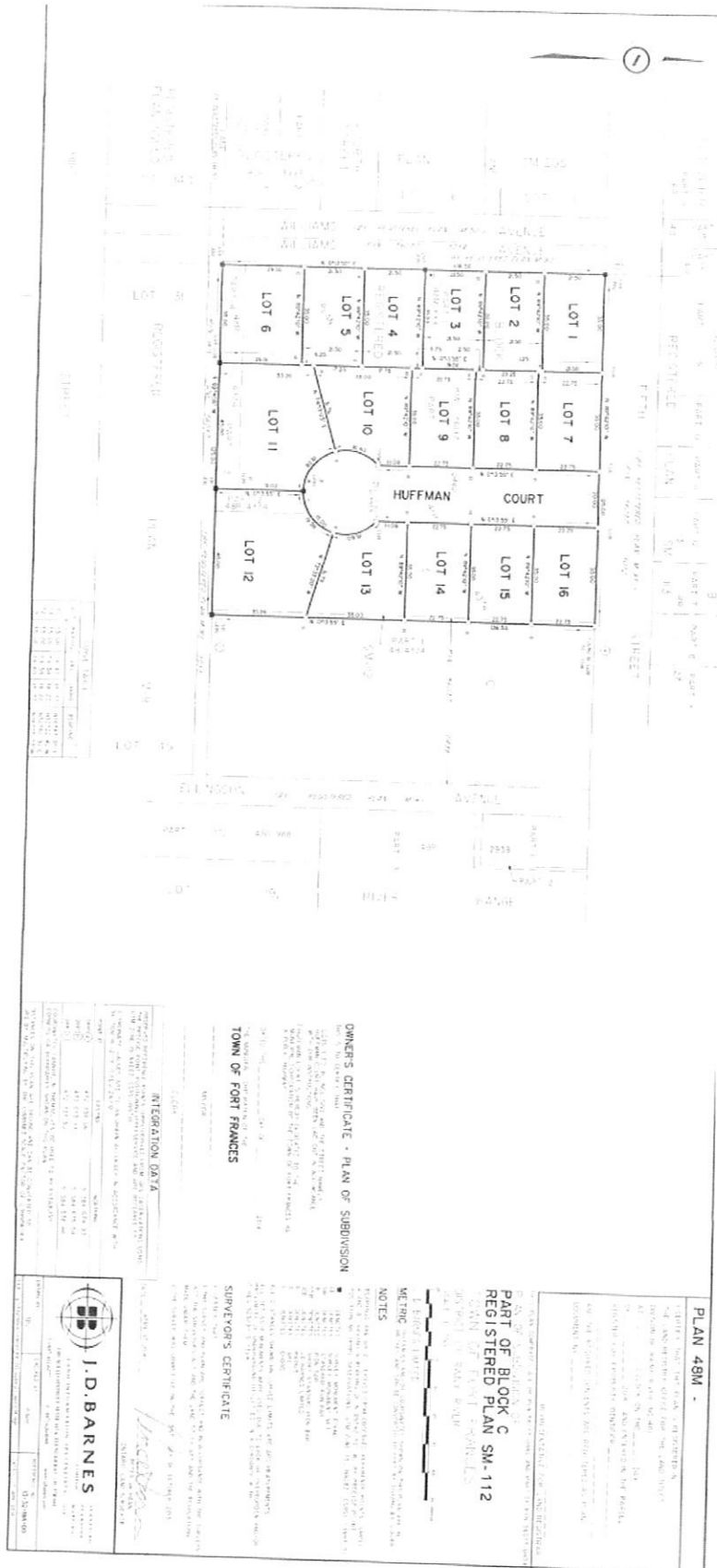
1. That the Draft Plan of Subdivision be and the same is hereby approved.
2. That the Property be and is hereby declared surplus to the needs of the Municipality and approved for sale and disposition in accordance with the terms and conditions set out in the Agreement of Purchase and Sale attached to and forming part of this By-law as Schedule "B" and for the following consideration:

Lot 1 - \$ 39,900	Lot 5 - \$ 39,900	Lot 9 - \$ 41,500	Lot 13 - \$ 49,500
Lot 2 - \$ 39,900	Lot 6 - \$ 45,500	Lot 10 - \$ 49,500	Lot 14 - \$ 41,500
Lot 3 - \$ 39,900	Lot 7 - \$ 41,500	Lot 11 - \$ 65,000	Lot 15 - \$ 41,500
Lot 4 - \$ 39,900	Lot 8 - \$ 41,500	Lot 12 - \$ 65,000	Lot 16 - \$ 41,500
3. That the cul-de-sac roadway constructed within the Subdivision and labeled Huffman Court on the Draft Plan of Subdivision be and the same is hereby dedicated as a public highway.
4. That the Mayor and Clerk, or such officers of the Municipality or such other person(s) as may be properly designated, shall be and are hereby authorized and directed for and on behalf of the Municipality to take all steps, and to do all acts and things, and to complete, execute, and deliver any and all documentation under the seal of the Municipality, as may be necessary or desirable to give effect to the foregoing.
5. That this By-Law shall come into force and take effect when the Plan Document and this by-Law are registered in the Office of Land Titles.

READ THREE TIMES and finally passed in open Council this 11th day of August 2014.

MAYOR

CLERK



Agreement of Purchase and Sale

This Agreement of Purchase and Sale dated this day of, 20.....

BUYER,, agrees to purchase from
(Full legal names of all Buyers)

SELLER, THE CORPORATION OF THE TOWN OF FORT FRANCES (the "Seller" or the "Town"), the following **REAL PROPERTY:**

Address

fronting on the side of

in the **TOWN OF FORT FRANCES**

and having a frontage of more or less by a depth of more or less

and legally described as

..... (the "property").
(Legal description of land including easements not described elsewhere)

PURCHASE PRICE:

..... Dollars (CDN\$)

DEPOSIT: Buyer submits.....
(Herewith/Upon Acceptance/as otherwise described in this Agreement)

..... Dollars (CDN\$)

TOWN OF FORT FRANCES

by negotiable cheque payable to "Deposit Holder" to be held in trust pending completion or other termination of this Agreement and to be credited toward the Purchase Price on completion. For the purposes of this Agreement, "Upon Acceptance" shall mean that the Buyer is required to deliver the deposit to the Deposit Holder within 24 hours of the acceptance of this Agreement. The parties to this Agreement hereby acknowledge that, unless otherwise provided for in this Agreement, the Deposit Holder shall place the deposit in trust in the Deposit Holder's non-interest bearing Trust Account and no interest shall be earned, received or paid on the deposit.

Buyer agrees to pay the balance of the Purchase Price to the Seller on the completion date subject to any increase or decrease by virtue of adjustments (if any).

SCHEDULE(S) **A** attached hereto form(s) part of this Agreement.

- IRREVOCABILITY:** This offer shall be irrevocable by until on
(Seller/Buyer)
the day of, 20....., after which time, if not accepted, this offer shall be null and void and the deposit shall be returned to the Buyer in full without interest.
- COMPLETION DATE:** This Agreement shall be completed by no later than 6:00 p.m. on the day of, 20..... (the "completion date" or the "closing date"). Upon completion, vacant possession of the property shall be given to the Buyer unless otherwise provided for in this Agreement.

INITIALS OF BUYER(S):

INITIALS OF SELLER(S):

3. **NOTICES:** The Seller hereby appoints the Listing Brokerage as agent for the Seller for the purpose of giving and receiving notices pursuant to this Agreement. Where a Brokerage (Buyer's Brokerage) has entered into a representation agreement with the Buyer, the Buyer hereby appoints the Buyer's Brokerage as agent for the purpose of giving and receiving notices pursuant to this Agreement. **Where a Brokerage represents both the Seller and the Buyer (multiple representation), the Brokerage shall not be appointed or authorized to be agent for either the Buyer or the Seller for the purpose of giving and receiving notices.** Any notice relating hereto or provided for herein shall be in writing. In addition to any provision contained herein and in any Schedule hereto, this offer, any counter-offer, notice of acceptance thereof or any notice to be given or received pursuant to this Agreement or any Schedule hereto (any of them, "Document") shall be deemed given and received when delivered personally or hand delivered to the Address for Service provided in the Acknowledgement below, or where a facsimile number or email address is provided herein, when transmitted electronically to that facsimile number or email address, respectively, in which case, the signature(s) of the party (parties) shall be deemed to be original.

Fax No.: 807-274-8479 Fax No.:
(For delivery of Documents to Seller) (For delivery of Documents to Buyer)

Email Address: flatt@fort-frances.com Email Address:
(For delivery of Documents to Seller) (For delivery of Documents to Buyer)

4. **CHATELS INCLUDED:**

Unless otherwise stated in this Agreement or any Schedule hereto, Seller agrees to convey all fixtures and chattels included in the Purchase Price free from all liens, encumbrances or claims affecting the said fixtures and chattels.

5. **FIXTURES EXCLUDED:**

6. **RENTAL ITEMS:** The following equipment is rented and **not** included in the Purchase Price. The Buyer agrees to assume the rental contract(s), if assumable:

7. **HST:** If the sale of the property (Real Property as described above) is subject to Harmonized Sales Tax (HST) then such tax shall be **in addition to** the Purchase Price. If the sale of the property is not subject to HST, Seller agrees to certify on or before closing that the sale of the property is not subject to HST. Any HST on chattels, if applicable, is not included in the Purchase Price.

8. **TITLE SEARCH:** Buyer shall be allowed until 6:00 p.m. on the day of, 20..... (Requisition Date) to examine the title to the property at Buyer's own expense and until the earlier of: (i) thirty days from the later of the Requisition Date or the date on which the conditions in this Agreement are fulfilled or otherwise waived or; (ii) five days prior to completion, to satisfy Buyer that there are no outstanding work orders or deficiency notices affecting the property, that its present use (.....) may be lawfully continued and that the principal building may be insured against risk of fire. Seller hereby consents to the municipality or other governmental agencies releasing to Buyer details of all outstanding work orders and deficiency notices affecting the property, and Seller agrees to execute and deliver such further authorizations in this regard as Buyer may reasonably require.

9. **FUTURE USE:** Seller and Buyer agree that there is no representation or warranty of any kind that the future intended use of the property by Buyer is or will be lawful except as may be specifically provided for in this Agreement.

INITIALS OF BUYER(S):

INITIALS OF SELLER(S):

10. **TITLE:** Provided that the title to the property is good and free from all registered restrictions, charges, liens, and encumbrances except as otherwise specifically provided in this Agreement and save and except for (a) any registered restrictions or covenants that run with the land providing that such are complied with; (b) any registered municipal agreements and registered agreements with publicly regulated utilities providing such have been complied with, or security has been posted to ensure compliance and completion, as evidenced by a letter from the relevant municipality or regulated utility; (c) any minor easements for the supply of domestic utility or telephone services to the property or adjacent properties; and (d) any easements for drainage, storm or sanitary sewers, public utility lines, telephone lines, cable television lines or other services which do not materially affect the use of the property. If within the specified times referred to in paragraph 8 any valid objection to title or to any outstanding work order or deficiency notice, or to the fact the said present use may not lawfully be continued, or that the principal building may not be insured against risk of fire is made in writing to Seller and which Seller is unable or unwilling to remove, remedy or satisfy or obtain insurance save and except against risk of fire in favour of the Buyer and any mortgagee (with all related costs at the expense of the Seller), and which Buyer will not waive, this Agreement notwithstanding any intermediate acts or negotiations in respect of such objections, shall be at an end and all monies paid shall be returned without interest or deduction and Seller, Listing Brokerage and Co-operating Brokerage shall not be liable for any costs or damages. Save as to any valid objection so made by such day and except for any objection going to the root of the title, Buyer shall be conclusively deemed to have accepted Seller's title to the property.
11. **CLOSING ARRANGEMENTS:** Where each of the Seller and Buyer retain a lawyer to complete the Agreement of Purchase and Sale of the property, and where the transaction will be completed by electronic registration pursuant to Part III of the Land Registration Reform Act, R.S.O. 1990, Chapter L.4 and the Electronic Registration Act, S.O. 1991, Chapter 44, and any amendments thereto, the Seller and Buyer acknowledge and agree that the exchange of closing funds, non-registrable documents and other items (the "Requisite Deliveries") and the release thereof to the Seller and Buyer will (a) not occur at the same time as the registration of the transfer/deed (and any other documents intended to be registered in connection with the completion of this transaction) and (b) be subject to conditions whereby the lawyer(s) receiving any of the Requisite Deliveries will be required to hold same in trust and not release same except in accordance with the terms of a document registration agreement between the said lawyers. The Seller and Buyer irrevocably instruct the said lawyers to be bound by the document registration agreement which is recommended from time to time by the Law Society of Upper Canada. Unless otherwise agreed to by the lawyers, such exchange of the Requisite Deliveries will occur in the applicable Land Titles Office or such other location agreeable to both lawyers.
12. **DOCUMENTS AND DISCHARGE:** Buyer shall not call for the production of any title deed, abstract, survey or other evidence of title to the property except such as are in the possession or control of Seller. If requested by Buyer, Seller will deliver any sketch or survey of the property within Seller's control to Buyer as soon as possible and prior to the Requisition Date. If a discharge of any Charge/Mortgage held by a corporation incorporated pursuant to the Trust and Loan Companies Act (Canada), Chartered Bank, Trust Company, Credit Union, Caisse Populaire or Insurance Company and which is not to be assumed by Buyer on completion, is not available in registrable form on completion, Buyer agrees to accept Seller's lawyer's personal undertaking to obtain, out of the closing funds, a discharge in registrable form and to register same, or cause same to be registered, on title within a reasonable period of time after completion, provided that on or before completion Seller shall provide to Buyer a mortgage statement prepared by the mortgagee setting out the balance required to obtain the discharge, and, where a real-time electronic cleared funds transfer system is not being used, a direction executed by Seller directing payment to the mortgagee of the amount required to obtain the discharge out of the balance due on completion.
13. **INSPECTION:** Buyer acknowledges having had the opportunity to inspect the property and understands that upon acceptance of this offer there shall be a binding agreement of purchase and sale between Buyer and Seller. **The Buyer acknowledges having the opportunity to include a requirement for a property inspection report in this Agreement and agrees that except as may be specifically provided for in this Agreement, the Buyer will not be obtaining a property inspection or property inspection report regarding the property.**

INITIALS OF BUYER(S):

INITIALS OF SELLER(S):

14. **INSURANCE:** All buildings on the property and all other things being purchased shall be and remain until completion at the risk of Seller. Pending completion, Seller shall hold all insurance policies, if any, and the proceeds thereof in trust for the parties as their interests may appear and in the event of substantial damage, Buyer may either terminate this Agreement and have all monies paid returned without interest or deduction or else take the proceeds of any insurance and complete the purchase. No insurance shall be transferred on completion. If Seller is taking back a Charge/Mortgage, or Buyer is assuming a Charge/Mortgage, Buyer shall supply Seller with reasonable evidence of adequate insurance to protect Seller's or other mortgagee's interest on completion.
15. **PLANNING ACT:** This Agreement shall be effective to create an interest in the property only if Seller complies with the subdivision control provisions of the Planning Act by completion and Seller covenants to proceed diligently at Seller's expense to obtain any necessary consent by completion.
16. **DOCUMENT PREPARATION:** The Transfer/Deed shall, save for the Land Transfer Tax Affidavit, be prepared in registrable form at the expense of Seller, and any Charge/Mortgage to be given back by the Buyer to Seller at the expense of the Buyer. If requested by Buyer, Seller covenants that the Transfer/Deed to be delivered on completion shall contain the statements contemplated by Section 50(22) of the Planning Act, R.S.O. 1990 and any amendments thereto.
17. **RESIDENCY:** Buyer shall be credited towards the Purchase Price with the amount, if any, necessary for Buyer to pay to the Minister of National Revenue to satisfy Buyer's liability in respect of tax payable by Seller under the non-residency provisions of the Income Tax Act by reason of this sale. Buyer shall not claim such credit if Seller delivers on completion the prescribed certificate or a statutory declaration that Seller is not then a non-resident of Canada.
18. **ADJUSTMENTS:** Any rents, mortgage interest, realty taxes including local improvement rates and unmetered public or private utility charges and unmetered cost of fuel, as applicable, shall be apportioned and allowed to the day of completion, the day of completion itself to be apportioned to Buyer.
19. **PROPERTY ASSESSMENT:** The Buyer and Seller hereby acknowledge that the Province of Ontario has implemented current value assessment and properties may be re-assessed on an annual basis. The Buyer and Seller agree that no claim will be made against the Buyer or Seller, or any Brokerage, Broker or Salesperson, for any changes in property tax as a result of a re-assessment of the property, save and except any property taxes that accrued prior to the completion of this transaction.
20. **TIME LIMITS:** Time shall in all respects be of the essence hereof provided that the time for doing or completing of any matter provided for herein may be extended or abridged by an agreement in writing signed by Seller and Buyer or by their respective lawyers who may be specifically authorized in that regard.
21. **TENDER:** Any tender of documents or money hereunder may be made upon Seller or Buyer or their respective lawyers on the day set for completion. Money shall be tendered with funds drawn on a lawyer's trust account in the form of a bank draft, certified cheque or wire transfer using the Large Value Transfer System.
22. **FAMILY LAW ACT:** Seller warrants that spousal consent is not necessary to this transaction under the provisions of the Family Law Act, R.S.O. 1990 and any amendments thereto unless Seller's spouse has executed the consent hereinafter provided.
23. **UFFI:** Seller represents and warrants to Buyer that during the time Seller has owned the property, Seller has not caused any building on the property to be insulated with insulation containing ureaformaldehyde, and that to the best of Seller's knowledge no building on the property contains or has ever contained insulation that contains ureaformaldehyde. This warranty shall survive and not merge on the completion of this transaction, and if the building is part of a multiple unit building, this warranty shall only apply to that part of the building which is the subject of this transaction.
24. **LEGAL, ACCOUNTING AND ENVIRONMENTAL ADVICE:** The parties acknowledge that any information provided by the brokerage is not legal, tax or environmental advice.

INITIALS OF BUYER(S):



INITIALS OF SELLER(S):



25. **CONSUMER REPORTS:** The Buyer is hereby notified that a consumer report containing credit and/or personal information may be referred to in connection with this transaction.
26. **AGREEMENT IN WRITING:** If there is conflict or discrepancy between any provision added to this Agreement (including any Schedule attached hereto) and any provision in the standard pre-set portion hereof, the added provision shall supersede the standard pre-set provision to the extent of such conflict or discrepancy. This Agreement including any Schedule attached hereto, shall constitute the entire Agreement between Buyer and Seller. There is no representation, warranty, collateral agreement or condition, which affects this Agreement other than as expressed herein. For the purposes of this Agreement, Seller means vendor and Buyer means purchaser. This Agreement shall be read with all changes of gender or number required by the context.
27. **TIME AND DATE:** Any reference to a time and date in this Agreement shall mean the time and date where the property is located.
28. **SUCCESSORS AND ASSIGNS:** The heirs, executors, administrators, successors and assigns of the undersigned are bound by the terms herein.

SIGNED, SEALED AND DELIVERED IN WITNESS whereof I have hereunto set my hand and seal:
in the presence of:

_____ (Witness)	_____ (Buyer)	☼ DATE _____ (Seal)
_____ (Witness)	_____ (Buyer)	☼ DATE _____ (Seal)

I, the Undersigned Seller, agree to the above offer. I hereby irrevocably instruct my lawyer to pay directly to the brokerage(s) with whom I have agreed to pay commission, the unpaid balance of the commission together with applicable Harmonized Sales Tax (and any other taxes as may hereafter be applicable), from the proceeds of the sale prior to any payment to the undersigned on completion, as advised by the brokerage(s) to my lawyer.

SIGNED, SEALED AND DELIVERED IN WITNESS whereof I have hereunto set my hand and seal:
in the presence of:

The Corporation of the Town of Fort Frances

_____ (Witness)	per: _____ R. Avis, Mayor	☼ DATE _____ (Seal)
_____ (Witness)	per: _____ ***, Clerk	☼ DATE _____ (Seal)

We have authority to bind the corporation.

CONFIRMATION OF ACCEPTANCE: Notwithstanding anything contained herein to the contrary, I confirm this Agreement with all changes both typed and written was finally accepted by all parties at a.m./p.m. this day of, 20.....

(Signature of Seller or Buyer)

INITIALS OF BUYER(S):



INITIALS OF SELLER(S):



INFORMATION ON BROKERAGE(S)

Listing Brokerage

Phone Fax

Co-operating/Buyer Brokerage

Phone Fax

ACKNOWLEDGEMENT

I acknowledge receipt of my signed copy of this accepted Agreement of Purchase and Sale and I authorize the Brokerage to forward a copy to my lawyer.

I acknowledge receipt of my signed copy of this accepted Agreement of Purchase and Sale and I authorize the Brokerage to forward a copy to my lawyer.

..... DATE
(Seller)

..... DATE
(Buyer)

..... DATE
(Seller)

..... DATE
(Buyer)

Address for Service:

Address for Service:

.....Phone

.....Phone

Seller's Lawyer

Buyer's Lawyer

Address

Address.....

.....
Phone Fax

.....
Phone Fax

INITIALS OF BUYER(S):

INITIALS OF SELLER(S):

Schedule A Agreement of Purchase and Sale

This Schedule is attached to and forms part of the Agreement of Purchase and Sale between:

BUYER,, and

SELLER, THE CORPORATION OF THE TOWN OF FORT FRANCES

for the purchase and sale of

Agreement of Purchase and Sale dated

1. Notwithstanding anything contained in this Agreement, the Buyer shall:
 - (a) remove and deposit, or cause to be removed and deposited, to and at a location on or adjacent to the development area as may be directed by the Town, all excavated earth material of and from the property considered by the Town to be excess and not required to bring the grade of the property to the grade set or established by the Town;
 - (b) on or before a date which is 5 years from the completion date, complete the construction, in and on the property, of a single family detached residential dwelling (the "Single Family Dwelling"), and:
 - ii. be in receipt of an Occupancy Permit, issued by the Town pursuant to Section 1.1.3 of O' Reg. 350/06 of the Ontario Building Code; and
 - iii. which Single Family Dwelling shall otherwise comply with the minimum size and other requirements of the Town's zoning bylaw; and
2. If the Buyer fails to fulfill the Buyer's obligations as set out in paragraph 1(b) of this Schedule A, then, notwithstanding the transfer of the property to the Buyer or otherwise, and in addition to any other rights and/or remedies of or available to the Town and whether by law, statute, equity, or otherwise, it is understood and agreed that the Buyer shall, within 90 days of receiving notice from the Town to do so, transfer ("Transfer"), at no cost or expense to the Town, the property to the Town free and clear of all registered charges, liens and encumbrances whatsoever except for any charges or encumbrances registered by or in favour of the Town.

The Buyer and the Town agree that no monies whatsoever shall or need be paid by the Town to the Buyer for or in respect of such Transfer of the property to the Town, whether because of any work and/or improvements and/or otherwise (collectively referred to as "Improvements") done or made by the Buyer or anyone else in or to the property or otherwise. Neither any Improvements nor any cost or expense therefor and/or otherwise shall be nor need be paid and/or reimbursed by the Town to the Buyer or otherwise; all Improvements shall be forfeited to, and be and become the property of the Town upon the Transfer of the property to the Town without any compensation or otherwise for or in respect thereof to the Buyer and/or anyone else.

3. The covenants contained herein shall run with the property, and bind the property and the Buyer for the benefit of the lands and premises of the Town.

INITIALS OF BUYER(S):



INITIALS OF SELLER(S):



4. It is covenanted and agreed by and between the parties that, notwithstanding anything contained in this Agreement, any and all conditions, covenants, agreements, and otherwise of the Buyer contained in this Agreement (including, without limitation, in Schedule A, and/or in any documents to be delivered by the Buyer on closing), shall not merge in the closing of the purchase and sale transaction contemplated herein, nor in the conveyance of ownership of the property by the Seller, but shall remain in full force and effect subsequent to the completion date.

Applies to Lots 1 to 6 and 12 to 16

5. The Buyer acknowledges the water line/shut off valve may be located within .6 m from the front lot line of the property.

Applies to Lots 6, 11 and 12

6. It is acknowledged and agreed by the Buyer that the transfer of the property to the Buyer on closing shall contain and be subject to a reservation of easement in favour of the Seller in the form attached hereto as Schedule A-1, and that the property which is affected by and subject to such reservation of easement are those lands currently designated as Part 2 on Plan 48R-4374 (re Lot 12); Part 3 on Plan 48R-4374 (re Lot 11); and Part 4 Plan 48R-4374 (re Lot 6).

This page must be initialed by all parties to the Agreement of Purchase and Sale.

INITIALS OF BUYER(S):

INITIALS OF SELLER(S):

**SCHEDULE A-1
TO SCHEDULE A
TO AGREEMENT OF PURCHASE AND SALE**

RESERVATION OF EASEMENT IN GROSS

RESERVING unto the Transferor, its successors and assigns, the perpetual rights, easements, rights of way, covenants, agreements, and privileges as herein set out in, through, under, over, across, along and upon [legal description of lands which are subject to the easement] (the "Easement Lands"):

1. to lay down, construct, erect, maintain, operate, inspect, repair, replace, relocate, upgrade, reconstruct and/or remove at any time and from time to time, storm sewer(s), sanitary sewer(s), watermain(s), drains water supply, and/or service line(s), and including without limitation, all lines, pipes, anchors, maintenance holes, accesses, hydrants, service boxes, conduits, fixtures, equipment, braces, catch basins, and/or appurtenances thereto and/or associated material and equipment (all or any of which works are herein call the "Facilities");
2. to enter on, to exit from and to pass and repass at any and all times, free and unimpeded, in, over, along, upon, across, through, and under the Easement Lands, for and/or by the Transferee and its respective officers, employees, workers, permittees, servants, agents, contractors, subcontractors, with or without vehicles, supplies, machinery, plant, material, and equipment of all purposes;
3. to conduct engineering, legal, and other surveys in, on and over the Easement Lands; and
4. the right to remove, clear, trim, sever, and fell any obstructions such as trees, roots, brush, stumps, boulders, rock, and/or otherwise encountered during the course of construction and/or subsequent maintenance and/or otherwise of the Facilities.

THE TRANSFEROR shall be responsible for any damage caused at any time by its agents or employees to the Easement Lands. When practical, the Transferor, after any of its activities, shall restore the Easement Lands appropriately. The subsequent maintenance of the Easement Lands shall be the responsibility of the Transferee.

THE TRANSFEE shall, subject hereto, have the right to fully use and enjoy the Easement Lands provided that without the prior written consent of the Transferor, such consent not be unreasonably withheld:

- (a) the Transferee shall not place any buildings or other structures or dig, drill, pave, excavate in, on, and/or within the Easement Lands; and
- (b) no fill shall be deposited or removed from the Easement Lands, nor shall anything be done by the Transferee which might injure or damage the works or render more costly the restoration of the Easement Lands.

This page must be initialed by all parties to the Agreement of Purchase and Sale.

INITIALS OF BUYER(S):



INITIALS OF SELLER(S):



BY-LAW NO. 28/14

(BEING a by-law to delegate certain authority to the Chief Administrative Officer - the *Municipal Act, 2001*, S.O. 2001, c.25, Section 270.)

WHEREAS, on August 11, 2014, Council approved a report from the Deputy Town Clerk respecting the delegation of certain Council authority.

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

1. That the following authority, not being legislative in nature, and where not already vested by virtue of any other continuing document or policy be hereby vested in the Chief Administrative Officer:
 - 1) The appointment or removal from office of any officer of the municipality;
 - 2) The hiring or dismissal of any employee of the municipality;
 - 3) The disposition of any real or personal property of the municipality, the value of which may exceed \$50,000 at the time of disposal;
 - 4) The making of any expenditures or incurring any other liability the value of which may exceed \$50,000.
2. The provisions of this by-law do not supercede any delegation of authority to the current Chief Administrative Officer through the provisions of any document or policy that had been entered into, approved or enacted by Council for the Town of Fort Frances prior to this by-law save and except Town of Fort Frances By-Law No. 50/10.
3. Section 1. of this by-law shall come into effect on September 12, 2014 only if the present Council is subject to the "Lame Duck" provisions at section 275 of the *Municipal Act, 2001*.
4. Town of Fort Frances By-Law No. 50/10 is hereby repealed.
5. The provisions of section 1. of this by-law shall not be in effect or extend beyond the date when Council for the term December 1, 2014 to November 30, 2018 is sworn into office.

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 11th day of August 2014.

R. Avis, Mayor

TOWN OF FORT FRANCESBY-LAW NO. 29/14

(Being a by-law to approve an employment agreement with Elizabeth Slomke and for her appointment as Municipal Clerk for the Town of Fort Frances, the *Municipal Act, 2001*, S.O. 2001, c. 25, Section 8.)

WHEREAS on July 14, 2014, Council approved a report from the Human Resources Manager with regard to an employment agreement with Elizabeth Slomke and her appointment as Municipal Clerk for the Town of Fort Frances.

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

1. That the contract of employment with Elizabeth Slomke in the form attached to a report dated July 10, 2014 from the Human Resources Manager be approved for the Mayor and Clerk to sign and affix the Corporate Seal thereto.
2. That effective August 27, 2014, Elizabeth Slomke is appointed to the office of Municipal Clerk;
3. That the appointment of Glenn Treftlin as Municipal Clerk is terminated effective June 30, 2014.

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 11th day of August 2014.

R. Avis, Mayor

K. Lawson, Deputy Clerk

TOWN OF FORT FRANCES

BY-LAW NO. 30/14

(Being a by-law to authorize a license agreement for purposes of utilization of the Town's geospatial data with Vastamaki Consulting Service- the *Municipal Act*, 2001, R.S.O. 2001, c.25.)

WHEREAS On June 23, 2014, Council approved a recommendation from the Operations and Facilities Executive Committee to approve a license agreement with Vastamaki Consulting Service to allow it to utilize the Town's geospatial data.

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

1. That the license agreement with Vastamaki Consulting Service, 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 11th day of August 2014.

R. Avis, Mayor

K. Lawson, Deputy Clerk

Town of Fort Frances Geospatial Data License Agreement

THIS AGREEMENT made to be effective this 6 day of June 2014
(Day) (Month) (Year)

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES
("The Town of Fort Frances")

- and -

Vastamaki Consulting Service (VCS)
("Licensee")

WHEREAS The Town of Fort Frances has produced digital imagery and infrastructure data within the limits of The Town of Fort Frances (hereinafter referred to as Licensed data). The Town of Fort Frances is the owner of the intellectual property rights of the Licensed data addressed by the terms and conditions set forth in this Agreement.

AND WHEREAS the Licensee has requested a license from The Town of Fort Frances permitting the Licensee to utilize The Town of Fort Frances' digital mapping products and information (Licensed data), on the terms and conditions set forth in this agreement.

AND WHEREAS The Town of Fort Frances agrees to provide the Licensee with a non-exclusive, non-assignable & non-transferable perpetual license to utilize the digital mapping products and information (Licensed data) based upon the terms and conditions set forth in this Agreement;

THEREFORE, in consideration of the mutual benefits to be realized under this agreement, the parties hereto agree as follows:

1. Permitted use: The Licensee shall not lease, sell, sublet, distribute, transfer or assign the Licensed data or any derivatives, enhanced products or hard copy products created from the Licensed data to any other person or organization without the expressed written consent of The Town of Fort Frances. This includes the right of use or partial use of the Licensed data. Failure to adhere to this will result in the termination of the License Agreement.

2. Copies: The Licensee may only make one copy of the Licensed data for back-up purposes only and not for use by any other person or organization. This back up shall only be used if a problem occurs with the original data. The Licensed data may be used in more than one computer at one time, provided all computers are solely owned and operated by the Licensee.

3. Licensed data: All Licensed data is in ESRI shapefile format, with the exception of the digital aerial photography. The coordinate system is UTM Zone 15N, NAD83. The Town of Fort Frances may consider, but shall not be obliged to provide the Licensed Data in other GIS or digital file formats as may be requested by the Licensee for its mapping system requirements.

4. Maintenance: The data licensed from The Town of Fort Frances is licensed for the Licensee's use only, not for resale or exchange with other parties. Licensed data is distributed "AS IS" on a one-time basis and The Town of Fort Frances is under no obligation to inform the Licensee of any changes, updates or alterations to the data. The Licensee will not receive any updated data, unless a new license request is made. Available data is in "raw" format and is not a finished map product.

5. Reserved Rights: The Town of Fort Frances shall retain all rights, title and interest to the Licensed data in all formats, languages and media. This includes copyrights, intellectual property, all other proprietary rights and the right to license the digital data covered by this Agreement to other users. The Licensed data shall continue to be the exclusive property of the Town of Fort Frances.

6. Copyright: Any paper or hard copy products derived from the Licensed data shall clearly indicate the source of the Licensed data and its copyright. If the data is modified in any way, this must be described with the source information. The Licensee agrees to not misrepresent The Town of Fort Frances Licensed data, nor imply that The Town of Fort Frances has approved any changes made by the Licensee, unless the Town of Fort Frances has granted expressed written permission.

7. Warranty: The Town of Fort Frances makes no warranty, expressed or implied, to the use of the Licensed data. Use of the Licensed data is done at the user's own risk and The Town of Fort Frances shall not be liable for any problems, including financial or business loss, the fitness of the Licensed data with other datasets, installation of the Licensed data and or any foreseeable or unforeseeable damages which may result from the use of the Licensed data.

8. Data Delivery: Orders for Licensed data sets do not have priority over other projects and work demands of The Town of Fort Frances Engineering Department. Significant delays may occur in such instances as staff shortages or schedule constraints. All efforts will be made to prepare and distribute Licensed data in a timely fashion. The Town of Fort Frances assumes no liability for shipping costs incurred, nor any damage to the Licensed data that may occur during shipping. The standard method of data delivery will be CD (Compact Disc).

9. Fees: The Town of Fort Frances licenses use of the Licensed data set in consideration of payment by the Licensee of the appropriate fee set out in the

current Schedule of Fees for the Town of Fort Frances and as illustrated in the attached price schedule. Fees paid are non-refundable. Data exchanges between the Licensee and The Town of Fort Frances will be considered.

10. Termination: The Town of Fort Frances may terminate this Agreement at any time, for any reason. Any violation of the license renders it null and void. This agreement will terminate automatically, without notice, if the Licensee fails to comply with any of the terms of this agreement. The Licensee may elect to terminate this Agreement at any time. Licensee user rights expire on the revocation of this license. Any and all copies of the Licensed data must be returned to The Town of Fort Frances within 30 days from the date this license expires or immediately if the license is revoked.

11. Third-Party Requests: If the Licensee receives a third party request for the Licensed data, the Licensee shall provide The Town of Fort Frances' contact information to the third party.

12. The terms of this agreement shall be in force from the date of execution or delivery of the Licensed Data, whichever is the later, and shall continue unless terminated under the provisions of this Agreement.

13. This Agreement constitutes the entire agreement and understanding of both parties as to the scope of this license and supersedes any and all prior agreements, warranties, understandings, discussions, negotiations and commitments, either written or oral, expressed and or implied between them.

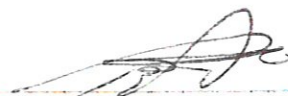
14. Amendments to this agreement, be it the terms or provisions, must be elected in writing and signed by both parties.

15. This Agreement shall be subject to and interpreted in accordance with the Laws of the Province of Ontario.

16. This agreement is binding to both parties but does not constitute a relationship of partnership, or joint venture between the two parties.

Town of Fort Frances

By (Signature):



I have the authorization to bind the Corporation

Position/Title:

Name (Print):

Date:

By (Signature):

I have the authorization to bind the Corporation

Position/Title:

Name (Print):

Date:

***Please be advised that all agreements must be discussed with the Engineering Department (GIS) prior to signing.*

LICENSEE

By (Signature):



I have the authorization to bind the Corporation

Position/Title:

President

Name (Print):

Markku Vastamaki

Date:

6 June 19

By (Signature):

I have the authorization to bind the Corporation

Position/Title:

Name (Print):

Date:

DATA LICENSE INFORMATION:Data Available:

Infrastructure: Sanitary Sewer (manholes, mains), Storm Sewer (manholes, catch basins, mains), Water Distribution System (mains, hydrants, mainline valves), Roads

Base Data: base map (with or without addresses), aerial photography (colour, April 2007)

Data Requested:

- Base Map with Addresses
- Aerial Photography

Data Delivery Type:

☒ CD (mail) ☐ Digital transfer (email) ☐ hard copy (paper)

Disclaimer: Please be advised that the GIS data within The Town of Fort Frances' database is in a constant state of update. Every effort has been made to ensure that the Licensed data is the most current, updated version.

2014 Fee Schedule:

Hard Copy Maps: 8 1/2" X 11" - \$5.45; 11" X 17" - \$10.90; 24" X 36" \$27.25

Digital Aerial Photography: \$1089.94 (.ecw format only)

Shapefiles: \$272.49 per infrastructure shapefile/layer
\$272.49 – base map

*prices do not include applicable H.S.T.

TOWN OF FORT FRANCES

BY-LAW NO. 31/14

(Being a by-law to authorize a license agreement for purposes of utilization of the Town's geospatial data with Saulteaux Consulting and Engineering - the *Municipal Act, 2001*, R.S.O. 2001, c.25.)

WHEREAS On June 23, 2014, Council approved a recommendation from the Operations and Facilities Executive Committee to approve a license agreement with Saulteaux Consulting and Engineering to allow it to utilize the Town's geospatial data.

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

1. That the license agreement with Saulteaux Consulting and Engineering, 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 11th day of August 2014.

R. Avis, Mayor

K. Lawson, Deputy Clerk

Town of Fort Frances Geospatial Data License Agreement

THIS AGREEMENT made to be effective this 4 day of 06 20 14
(Day) (Month) (Year)

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES
("The Town of Fort Frances")

- and -

Santecaux Consulting and Engineering
("Licensee")

WHEREAS The Town of Fort Frances has produced digital imagery and infrastructure data within the limits of The Town of Fort Frances (hereinafter referred to as Licensed data). The Town of Fort Frances is the owner of the intellectual property rights of the Licensed data addressed by the terms and conditions set forth in this Agreement.

AND WHEREAS the Licensee has requested a license from The Town of Fort Frances permitting the Licensee to utilize The Town of Fort Frances' digital mapping products and information (Licensed data), on the terms and conditions set forth in this agreement.

AND WHEREAS The Town of Fort Frances agrees to provide the Licensee with a non-exclusive, non-assignable & non-transferable perpetual license to utilize the digital mapping products and information (Licensed data) based upon the terms and conditions set forth in this Agreement;

THEREFORE, in consideration of the mutual benefits to be realized under this agreement, the parties hereto agree as follows:

1. Permitted use: The Licensee shall not lease, sell, sublet, distribute, transfer or assign the Licensed data or any derivatives, enhanced products or hard copy products created from the Licensed data to any other person or organization without the expressed written consent of The Town of Fort Frances. This includes the right of use or partial use of the Licensed data. Failure to adhere to this will result in the termination of the License Agreement.
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7. Warranty: The Town of Fort Frances makes no warranty, expressed or implied, to the use of the Licensed data. Use of the Licensed data is done at the user's own risk and The Town of Fort Frances shall not be liable for any problems; including financial or business loss, the fitness of the Licensed data with other datasets, installation of the Licensed data and or any foreseeable or unforeseeable damages which may result from the use of the Licensed data.

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15. This Agreement shall be subject to and interpreted in accordance with the Laws of the Province of Ontario.

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Town of Fort Frances

By (Signature): 

I have the authorization to bind the Corporation

Position/Title: _____

Name (Print): _____

Date: _____

By (Signature): _____

I have the authorization to bind the Corporation

Position/Title: _____

Name (Print): _____

Date: _____

***Please be advised that all agreements must be discussed with the Engineering Department (GIS) prior to signing.*

LICENSEE

By (Signature): 

I have the authorization to bind the Corporation

Position/Title: ENGINEER

Name (Print): TODD BRYENE

Date: JUNE 4, 2014

By (Signature): _____

I have the authorization to bind the Corporation

Position/Title: _____

Name (Print): _____

Date: _____

DATA LICENSE INFORMATION:Data Available:

Infrastructure: Sanitary Sewer (manholes, mains), Storm Sewer (manholes, catch basins, mains), Water Distribution System (mains, hydrants, mainline valves), Roads

Base Data: base map (with or without addresses), aerial photography (colour, April 2007)

Data Requested:

Base Data w/ Aerial Photos

Data Delivery Type:

☐ CD (mail) ☒ Digital transfer (email) ☐ hard copy (paper)

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2014 Fee Schedule:

Hard Copy Maps: 8 1/2" X 11" - \$5.45; 11" X 17" - \$10.90; 24" X 36" \$27.25

Digital Aerial Photography: \$1089.94 (.ecw format only)

Shapefiles: \$272.49 per infrastructure shapefile/layer
\$272.49 – base map

*prices do not include applicable H.S.T.

Fort Frances Lakers



Fort Frances Lakers Junior A Hockey Team
P.O. Box 76
Fort Frances, ON P9A 3M5



FORTFRANCES

BOUNDLESS

320 Portage Avenue
Fort Frances, Ont. P9A 3P9

Dear Mayor & Council:

The Fort Frances Lakers are hosting the 2015 Dudley Hewitt Cup from April 28 to May 2. The Fort Frances Lakers Hockey Association/Board is asking the Town of Fort Frances to declare this event a significant community event within the Town of Fort Frances.

Thank You!

FF Lakers Association/Board President

Milt Strachan

Home # 807-274-8734

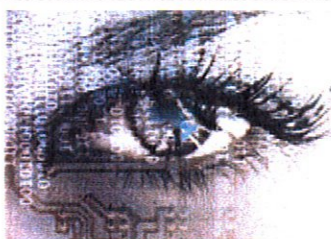
Work# 807-274-9893

Cell: 807-275-5255

email: strachan60@msn.com or strachan@fort-frances.com

**Believe, Achieve & Succeed
Witness The Power**

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July 17, 2014

In This Issue

- Ensure link to your 5-Year CDM Plan is provided to Ministry of Energy.
- New federal Gas Tax Fund Agreement.
- Gas Tax payments.
- AMO Board selects Ottawa for 2018, 2019, and 2020 Conference.
- Explore Southwestern Ontario through Study Tours and Out Trips.
- Hot topics at AMO Annual Conference.
- Ontario PC Caucus delegations during AMO Conference.
- Ontario NDP Caucus delegations during AMO Conference.
- Start investing in your municipality's tomorrow, today!
- 2013 Financial Information Returns now available on MIDAS.
- Career opportunities with OPS, Fort Frances and Kenora DSB.

Provincial Matters

Ontario Regulation 397/11 requires all municipalities to (1) report annual energy use each year; and (2) develop 5-year energy conservation and demand management (CDM) plans by July 1, 2014. Ensure you follow steps in the [attached document](#) to link to your CDM plan.

Federal Matters

The new federal Gas Tax Fund Agreement has been finalized. [Learn more](#) about how it will benefit your community.

Signed the new Gas Tax Agreement and completed 2013 reporting? You can expect your July 2014 payment soon.

Eye on AMO/LAS Events

In response to a recent RFP, the AMO AGM/Conference will be returning to the City of Ottawa in 2018, 2019, and 2020, at the Ottawa Convention Centre which was recently named runner-up as the "[World's Best Convention Centre](#)."

The AMO Conference is providing delegates the opportunity to explore parts of Southwestern Ontario through [Study Tours and Out Trips](#) at this year's event. Trips and Tours will look at economic development, heritage, urban forestry, and more. Discover what AMO has to offer and register today.

Continuing with AMO's tradition of offering superior educational programming at the 2014 AMO Annual Conference, [hot topics](#) this year include policing, HR, infrastructure, energy and more. Visit us online and find out what's on the program and register today.

The Ontario PC Caucus looks forward to meeting with municipal representatives during the upcoming AMO conference. To [arrange a delegation](#), please send a request to Ernie Hardeman, PC Critic for Municipal Affairs and Housing, at ernie.hardeman@pc.ola.org or by fax at 416-325-1259.

The Ontario NDP Caucus looks forward to meeting with municipal representatives during the upcoming AMO conference. To [arrange a delegation](#), please send a request to Jesse Calvert, Office of Andrea Horwath at calvertj@ndp.on.ca or by phone at 416-325-2257.

Join LAS and CHUMS for a one-day seminar on the use of municipal investments to meet short and long-term financial challenges. Discover how the right investment today can fill the financial gap tomorrow - [register today!](#)

Municipal Matters

The 2013 Financial Information Returns are now available to Municipal Information & Data Analysis System (MIDAS) users. Access is free to all Ontario municipalities, creating opportunities to share information, compare data and implement best practices. To get access, email midasadmin@amo.on.ca.

Career Opportunities

Assistant Deputy Minister, Diversity and Accessibility - Ontario Public Service (OPS). Location: Ministry of Government Services, Toronto. Job ID: 67675. Please [apply online](#), by August 1, 2014.

Deputy Treasurer - Town of Fort Frances. Please submit completed application, including resume and covering letter, in a sealed envelope, marked COMPETITION: Deputy Treasurer by fax: 807-274-8479; email; or [online](#). Deadline for applications: Friday July 25, 2014 at 4:00PM.

Chief Administrative Officer - Kenora District Services Board. Location: City of Dryden. Applications marked Chief Administrative Officer Position, must be received on or before Friday, August 8th at 4:30 p.m.

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

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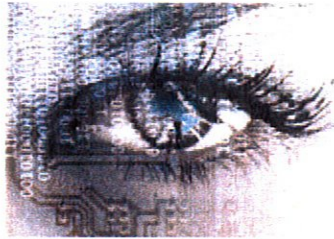


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July 24, 2014

In This Issue

- AMO President's letter on the 2014 Budget Bill.
- New Bills that impact municipalities.
- New Railcars' Standards for Transporting Crude Oil and Ethanol consultation.
- Industry Canada announces high-speed internet program.
- Only 10 booths left in the AMO Conference tradeshow.
- Full AMO Conference Program at a Glance available.
- Ontario PC Caucus delegations during AMO Conference.
- Ontario NDP Caucus delegations during AMO Conference.
- So you want to run for council?
- Fight back against rising natural gas costs!
- MIDAS - a powerful online analytical tool.
- 25% - A City of London documentary on women in elected positions.
- Career opportunities with Penetanguishene, Waterloo and York Regions, and Gravenhurst.

Provincial Matters

AMO has recommended to the Legislative Committee considering the 2014 Budget Bill that they should complete a comprehensive review of the cumulative fiscal impacts of the budget and other decisions on rural and northern communities.

Government Bill, *Bill 6, Infrastructure for Jobs and Prosperity Act, 2014* (would require municipalities to consider planning principles when making infrastructure decisions), two Private Member Bills, *Bill 3, Planning Amendment Act, 2014* (would enable councils to mandate a percentage of affordable housing units in new developments), and *Bill 25, Auditor General Amendment Act, 2014* (would allow the conduct of special audits on public bodies receiving financial assistance from the Crown), were introduced and received First Reading.

Federal Matters

Transport Canada is seeking comments on new railcar standards for flammable liquids. The new cars would handle such liquids as crude oil and ethanol. Recent improvements to DOT-111 were made earlier this year. Comments due by September 1, 2014.

Industry Canada's \$305 million Connecting Canadians program will connect 280,000 households in rural and remote regions across Canada to high-speed internet. If you would like to provide input on a community that could be eligible for project funding, visit the program's website.

Eye on AMO/LAS Events

Are you a municipal supplier or vendor? Do you have a product or service that would benefit the municipal sector? Then register today for the AMO Annual Conference Exhibit Hall. One of the largest municipal trade shows in Canada - this is one show you can not afford to miss. Download the exhibitor application today. With only 10 spots left, they will not last!

Looking for details on keynotes, concurrents, breakfasts and more? Visit us online today and get the information you seek on AMO's superior educational programming at the 2014 AMO Annual Conference. Haven't booked your hotel or travel? Discount details also on our site! Register today.

The Ontario PC Caucus looks forward to meeting with municipal representatives during the upcoming AMO conference. To arrange a delegation, please send a request to Ernie Hardeman, PC Critic for Municipal Affairs and Housing, at ernie.hardeman@pc.ola.org or by fax at 416-325-1259.

The Ontario NDP Caucus looks forward to meeting with municipal representatives during the upcoming AMO conference. To arrange a delegation, please send a request to Jesse Calvert, Office of Andrea Horwath at calvertj@ndp.on.ca or by phone at 416-325-2257.

So you want to run for council? AMO presents an online course, offered through the Municipal Council Education Program (MCEP) site, that provides an overview of what you need to know before you decide to run for municipal office and what you should know to begin your candidacy.

LAS

Do rising natural gas rates concern your municipality? Know exactly what you'll pay for your natural gas commodity in the upcoming year. Discover how the LAS Natural Gas Procurement Program can do this and more!

Municipal Matters

The Municipal Information & Data Analysis System (MIDAS) is a web-based tool that provides access to the Financial Information Return (FIR) and Municipal Performance Measure Program (MPMP) data free of charge for all Ontario municipalities. Watch a MIDAS training video to see what MIDAS can do for you. To get access, email midasadmin@amo.on.ca.

The City of London participated in FCM's Head Start program, an initiative to encourage women to actively participate in civic issues and politics. A documentary film will be released this fall that addresses the underrepresentation of women in political positions across municipal, provincial and federal governments. Watch and share the trailer with colleagues, friends, family and followers.

Career Opportunities

Asset Manager/GIS - Town of Penetanguishene. All applications must be clearly marked "Asset Manager/GIS private and confidential" and submitted no later than 12:00 p.m. noon on Friday August 1st, 2014.

Commissioner, Human Resources & Citizen Services - Region of Waterloo. To explore this opportunity further, please contact Margaret Vanwyck in Odgers Berndtson's Toronto office at margaret.vanwyck@odgersberndtson.ca or submit your resume and related information online.

General Manager, Housing - York Region. Location: Newmarket, Ontario. To explore this opportunity further, contact and/or email your résumé to: Patrick Rowan, Partner, Feldman Daxon Partners, Inc., 416.515.7600 ext. 254, prowan@feldmandaxon.com.

Director of Corporate Services-Treasurer - Town of Gravenhurst. Please apply no later than 4:00 p.m., Friday, August 15, 2014 to the Corporation of the Town of Gravenhurst, Attention: Human Resources. Fax: 705.687.7016; email: HumanResources@gravenhurst.ca.

About AMO

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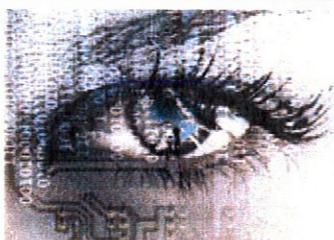


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July 31, 2014

In This Issue

- Smooth roads in Prescott thanks to the federal Gas Tax Fund.
- Only 10 booths left in the AMO Conference tradeshow.
- Full AMO Conference Program at a Glance available.
- Stabilize electricity rates and save money with LAS.
- Create meaningful reports with MIDAS - a powerful analytical tool.
- Career opportunities with Hamilton Township and Ontario Public Service.

Federal Matters

AMO's new video highlights the impact of smooth roads in the Town of Prescott. The federal Gas Tax Fund is at work benefitting residents and local businesses.

Eye on AMO/LAS Events

Are you a municipal supplier or vendor? Do you have a product or service that would benefit the municipal sector? Then register today for the AMO Annual Conference Exhibit Hall. One of the largest municipal trade shows in Canada - this is one show you can not afford to miss. Download the exhibitor application today. With only 10 spots left, they will not last!

Looking for details on keynotes, concurrents, breakfasts and more? Visit us online today and get the information you seek on AMO's superior educational programming at the 2014 AMO Annual Conference. Haven't booked your hotel or travel? Discount details also on our site! Register today.

LAS

Electricity rates have risen ~9% year-over-year. Discover what 120+ other Ontario municipalities already know - the LAS Electricity Procurement Program can save your municipality money and stabilize electricity rates. Find out how today!

Municipal Matters

The Municipal Information & Data Analysis System (MIDAS) is a web-based tool that provides access to the Financial Information Return (FIR) and Municipal Performance Measure Program (MPMP) data free of charge for all Ontario municipalities. Watch a MIDAS training video to see what MIDAS can do for you. To get access, email midasadmin@amo.on.ca.

Career Opportunities

Chief Building Official & Bylaw Enforcement Officer - Township of Hamilton. Please submit a cover letter and resume by 12 noon, Friday, August 8, 2014. Attention: Human Resources, P.O. Box 1060, 8285 Majestic Hills Drive, Cobourg, ON K9A 4W5. Fax: 905.342.2818, Email: hr@hamiltontownship.ca.

Director, Local Government Policy Branch - Ontario Public Service. Location: Ministry of Municipal Affairs and Housing, Toronto. Job ID: 68355. Please apply online, by August 13, 2014, and follow the instructions to submit your application.

Security Coordinators - Ontario Public Service. Two temporary (up to 12 months). Location: Toronto. Please apply online, by August 13, 2014, entering Job ID 67249 in the Job ID search field.

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

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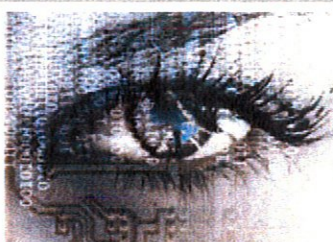


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August 7, 2014

In This Issue

- Opportunity to comment on siting Large Renewable Energy Projects.
- Full AMO Conference Program at a Glance available.
- First of five LAS/MFOA investment sessions start in one month.
- Compare data and implement best practices using MIDAS.
- Career opportunities with Greater Sudbury, Kingston and Brant.

Provincial Matters

The draft [Large Renewable Procurement Request for Proposal](#) framework is open for [review and comment](#) until September 2, 2014. Section 15 outlines community engagement and the role of the municipality.

Eye on AMO/LAS Events

Looking for details on keynotes, concurrents, breakfasts and more? Visit us online today and get the information you seek on AMO's superior educational programming at the [2014 AMO Annual Conference](#). Haven't booked your hotel or travel? Discount details also on our site! Register today.

The first LAS/MFOA Investment Session is only one month away. These no-cost sessions start September 11th in Brantford, followed by stops in Kingston, London, Orillia and Thunder Bay. Visit the [investment workshop page](#) for dates, details, and registration information.

Municipal Matters

The [Municipal Information & Data Analysis System](#) (MIDAS) is a web-based tool that provides access to FIR and MPMP data free of charge for all Ontario municipalities. Watch a [MIDAS training video](#) to see what MIDAS can do for you. To get access, email midasadmin@amo.on.ca.

Career Opportunities

[Property Assessment Representative - City of Greater Sudbury](#). Please submit your résumé, referencing Employment Opportunity number EO14-260, by 4:30 p.m., Friday, August 22, 2014 to: Citizen Service Centre, The City of Greater Sudbury. Fax: 705.673.7219. Email: hrjobs@greatersudbury.ca.

[Plumbing Inspector - City of Kingston](#). Job No. J0714-0956. Closing Date: August 25, 2014. Please visit [City of Kingston Careers](#) for detailed information on how to apply for externally posted positions.

[Supervisor, Municipal Law Enforcement Services - County of Brant](#). Please apply by 9 a.m., Wednesday, August 20, 2014 to Human Resources Division, County of Brant, 26 Park Ave., P.O. Box 160, Burford, ON N0E 1A0. Email: humanresources@brant.ca. Fax: 519.449.2454.

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
MEPCO Municipal Employer Pension Centre of Ontario
OMKN Ontario Municipal Knowledge Network
Media Inquiries, Tel: 416.729.5425
Municipal Wire, Career/Employment and Council Resolution Distributions

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05/08/2014 04:12 PM

To "ravis@fort-frances.com" <ravis@fort-frances.com>
cc
bcc
Subject Policy Update - AMO President Russ Powers Will Speak to
Municipal Infrastructure Needs at the Council of the
Federation's Building Canada Up Summit

August 5, 2014

AMO President Russ Powers Will Speak to Municipal Infrastructure Needs at the Council of the Federation's Building Canada Up Summit

President Russ Powers will bring a key municipal voice to tomorrow's Building Canada Up Infrastructure Summit in Toronto. The Summit will gather feedback from leading industry, government, and non-governmental experts on infrastructure. It will be hosted by Ontario Premier Kathleen Wynne, who leads the Canadian premiers' Council of Federation working group on the issue.

President Powers' messages to the Premiers will be on the infrastructure funding and management challenges important to AMO members such as:

- the importance of municipal infrastructure, from roads and bridges to libraries and community centres, for building vibrant local, provincial, and national economies;
- the need for predictable, stable, and permanent provincial and federal funding to close the municipal infrastructure gap;
- the importance of affordable housing for economic development; and
- appropriateness of private sector involvement in municipal infrastructure projects.

The summit will focus on key questions, such as the economic return on infrastructure investments, what types of investments support economic growth, and how the federal government can contribute to support Canada's global competitiveness. It will also look at the role of private sector partnership in infrastructure.

The ideas discussed at the Building Canada Up summit will help to inform the Premiers at their meeting in Charlottetown later this summer and in their future infrastructure decisions and policies. For more information, members are encouraged to visit the Council of the Federation [web site](#).

AMO Contact: Craig Reid, Senior Advisor, creid@amo.on.ca, or (416) 971-9856 ext. 334.

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

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AMO Communications
<communicate@amo.on.ca>

06/08/2014 04:06 PM

To "ravis@fort-frances.com" <ravis@fort-frances.com>

cc

bcc

Subject AMO Policy Update - Energy

August 6, 2014

A number of energy initiatives are moving forward this summer. This is your AMO update on the status of these developments so you can stay aware of these changes that may impact your municipality.

Large Renewable Energy Projects

The Ontario Power Authority (OPA) has been consulting on a revised method of awarding large green energy projects which includes community acceptance. This will be a two-step process where first a list of qualified proponents of these projects would be developed. Then a request for proposal (RFP) process will take place which has emphasis on local municipal and community input.

The OPA has been consulting, including meeting with the AMO Energy Task Force, to shape this process. In the spring the draft Request for Qualified (RFQ) proponents' process was released and refined including many AMO recommendations. Now the OPA has released for comment the framework for the RFP. The Energy Task Force offered feedback including the need to re-word the community engagement clauses (Section 15) to clarify that this is an invitation for councils to articulate their planning concerns and work with developers to meet local expectations regarding siting, type and scale of the proposed project. It was also recommended that the engagement process use an established public process rather than developing new, untried or ad hoc methods.

The draft RFP Framework is open for comment until September 2, 2014. The draft and other OPA materials are available at: www.powerauthority.on.ca/lrp.

Electricity Distributors Association (EDA) - Project Green Light

The electricity distribution sector continues to be under review by the Province of Ontario. In a proactive move, the EDA has been exploring ways of optimizing recommendations to restructure the sector. This initiative is called Project Green Light. A business model, based on the efficiencies of a shoulder-to-shoulder approach, will be under development over the next number of months. Stay in touch with your local distribution company for updates on this significant initiative. The EDA Board will next review progress on Project Green Light in mid-August.

Materials with an overview of Project Green Light are available on the EDA website:

https://secure2.eda-on.ca/iMIS15/EDA/EDA_Priorities/EDA_Policy_Papers/Regulatory_Streamlining.aspx

Environmental Commissioner Report on Climate Change

The latter part of this report looks at the infrastructure impacts of extreme weather events. It highlights the need for updated flood plain mapping and restrictions on building in flood prone areas. The inundation of drainage, storm water and also sewage systems results in considerable environmental damage. Wind related damage, including damage to energy distribution lines, is cited as a major insurance concern. While municipalities cannot control many aspects of climate related damages, infrastructure can be

planned to mitigate against many weather related impacts. Many municipal best practices examples can be found across North America and Europe. AMO will be reviewing current municipal practices in anticipation that the Ministry of the Environment and Climate Change will want to support local efforts to mitigate against climate and weather related damage.

Copies of this report are available at:

http://www.eco.on.ca/index.php/en_US/pubs/greenhouse-gas-reports/2014-ghg-looking-for-leadership

Natural Gas Conservation Toronto Atmospheric Fund (TAF)

In March, the Minister of Energy directed the Ontario Energy Board (OEB) to develop a new conservation framework for natural gas utilities - one that would enable utilities to achieve cost-effective conservation.

A draft framework is expected on the OEB's [website](#) in early August, at which point stakeholders will be invited to submit comments. This letter provides information on how to participate in the OEB's formal consultation process.

To support the development of an effective new framework, TAF has commissioned five papers on key issues relevant to implementing the Minister of Energy's directive.

<http://www.towerwise.ca/wp-content/uploads/2014/07/TAF-DSM-Framework-AMO-Presentation-DRAFT3.pdf>

Ministry of Energy announces further funding for Community Energy Planning.

If your municipality is considering developing or updating a community wide energy plan which partners with non-municipal organizations and business, this funding may be of assistance.

http://news.ontario.ca/mei/en/2014/07/ontario-supports-local-energy-planning.html?utm_source=ondemand&utm_medium=email&utm_campaign=p

Contact: Cathie Brown, Senior Advisor, cathiebrown@amo.on.ca, 416.971.9856 ext. 342.

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July 24, 2014

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IN THIS ISSUE

[FCM President speaks to provincial and territorial ministers](#)

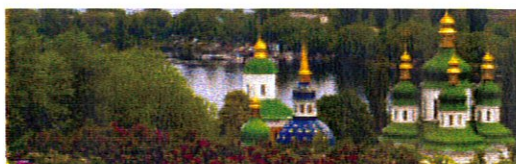
[FCM promotes local government's role in the new global development agenda at United Nations](#)

[Don't miss the municipal conversation on Twitter](#)

[Message from FCM corporate partner – Data On The Spot \(DOTS\)](#)

FCM President speaks to provincial and territorial ministers

There is room for greater cooperation between municipalities and other orders of governments in tackling some of the challenges Canadians face, says FCM President Brad Woodside. Speaking in Charlottetown this month at a meeting of provincial and territorial ministers responsible for local government, President Woodside cited disaster mitigation, rail safety, housing and infrastructure as key areas where all orders of government need to continue to work together.



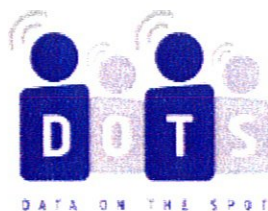
FCM TWEETS

FCM promotes local government's role in the new global development agenda at United Nations

In early July, former FCM president Councillor Berry Vrbanovic spoke on behalf of FCM and United Cities and Local Governments to delegates attending the [United Nations Development Cooperation Forum](#) in New York. Councillor Vrbanovic advocated for strong partnership with local governments in the development and implementation of new sustainable development goals. While in New York, Councillor Vrbanovic also met with Canadian Consul Vikas Sharma to discuss trade and development policy implementation.

Don't miss the municipal conversation on Twitter

Are you looking for summer reading? Are you curious about municipal issues that are of interest to a national audience? [Search #CDNmuni on Twitter](#). You can join the conversation, too. Include #CDNmuni when you tweet about municipal issues of interest to a national audience. It's an easy and fun way to connect with municipal leaders across the country.



Message from FCM corporate partner -- Data On The Spot (DOTS)

Again this year, delegates at FCM's Annual General Meeting used DOTS's electronic voting pads. In addition to using the DOTS technology to vote on resolutions and elect new Board Members, FCM leveraged the technology to get real-time feedback from participants during Policy Forums. As a result, the Policy Forums were engaging,

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<https://bit.ly/1qAhOBN>

GoC to bring high-speed Internet to additional 280,000 rural & remote #cdnmuni. <https://bit.ly/1jVfUZs>
#cdnpoli / [@JamesMoore org](#)

SOCIAL MEDIA



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and left the FCM team with useful feedback with which to shape future policy directions. To find out how you can use DOTS at your AGM, public consultations, council meetings, or other event, [contact JP Copeland](#) at 1.855.800.3687.

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July 31, 2014

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IN THIS ISSUE

[New resources aim to engage more women in local government](#)

[Jack Layton Fellow guest blogs on Samara Canada](#)

[David Suzuki lauds Canadian communities for taking action on climate change](#)

New resources aim to engage more women in local government

Local groups participating in FCM's [Head Start for Young Women](#) program are building tools to increase the participation of young women in local government. [Head Start London](#) is spearheading a documentary focusing on under-representation of women in politics. Visit our website to [view the film's trailer](#). You can also [access Head Start Ottawa's resource hub](#) for tools aimed at involving young people in politics. Stay tuned for more resources and updates from our Head Start chapters!

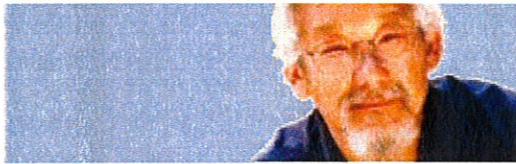


FCM TWEETS

New workshop for civics teachers aims to empower young women. #CDNmuni #Ottawa / [@michaelrwoods](#) [@HeadStartOttawa](#) <http://bit.ly/1pmfrPv>

Jack Layton Fellow guest blogs on Samara Canada

Over the next few months, FCM's [Jack Layton Fellows](#) will be putting together a tool kit to help Canadian municipalities retain and engage young people. In advance of this work, Jack Layton Fellow, Claire Boychuk, has [written a blog post](#) examining some of the issues surrounding youth engagement in municipal politics. The post appears on the website of Samara Canada, a non-partisan organization dedicated to increasing political participation in Canada.



David Suzuki lauds Canadian communities for taking action on climate change

The grandfather of Canadian environmental activism is praising FCM and ICLEI's [Partners for Climate Protection \(PCP\) program](#) for battling the effects of climate change. In a [July 22 commentary](#), broadcaster and scientist David Suzuki says the program's new National Measures Report offers proof that "tangible positive action on climate change is happening in Canada's cities." [Read the report](#) to discover how actions to reduce, or prevent, climate change impacts lead to livable communities, improved air quality, protection of natural spaces, greater economic efficiency and other benefits.

City Hall's doors are open to youth. Will they enter? JLF Fellow, @ckboychuk, guest blogs on [@SamaraCDA](#). <http://bit.ly/1ufideD> #CDNmuni

"Tangible positive action on climate change is happening in Canada's cities," writes [@DavidSuzuki](#): on.fb.me/1nUct6t #CDNmuni

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**Northwestern
Health Unit**

www.nwhu.on.ca

July 4, 2014

Glenn Treftlin
Clerk
Town of Fort Frances
320 Portage Ave.
Fort Frances, ON P9A 3M5



210 First Street North
Kenora, ON P9N 2K4

Dear Municipal Water Operator/Owner:

Re: Boil Water Advisory Procedure for Municipal Water Systems

This letter is an update regarding the issuing and rescinding of a municipal boil water advisory in an effort to make the process straightforward and consistent with all municipal water operators within the Northwestern Health Unit (NWHU) area.

The duty to immediately report to the medical officer of health (MOH) when a large municipal residential water system has adverse water results or there are circumstances when the water quality cannot be guaranteed is found in Schedule 16 of Ontario Regulation 170/03, Safe Drinking Water Act, 2002. Schedule 16 also requires that a written report be given following the immediate phone report. The phone report to the MOH is made by calling and speaking to the public health inspector (PHI) that is assigned to your system, or any PHI listed below if you are unable to reach the first one you call. If your report is after hours (between 4:30 pm and 8:30 am or on weekends) you will speak to the on-call PHI who is reached at our after-hours phone number – 1-866-475-6505.

Schedule 17 of O. Reg. 170/03 specifies that the corrective action to be taken includes such steps as are directed by the MOH. The PHI you talk to is acting on behalf of the MOH and will need to know the location of the impacted area within the municipality, the number of residents/businesses impacted and the details of any high risk premises such as child care centres, hospitals or long term care facilities located within the impacted area.

In most circumstances the report and conversation with the PHI results in a decision to issue a boil water advisory (BWA). The BWA is issued by the municipality using the template provided by the NWHU and the municipality notifies all impacted users. The BWA must be emailed to the PHI you speak to or faxed to 1-807-468-3914 to meet the Schedule 16 requirement for a written report.

In most cases the number of impacted water users is small and door-to-door delivery of the BWA is preferred. Occasionally the BWA affects a large number of users and the local media outlets are often the best way to quickly and effectively communicate to your impacted customers. A media release notifying water users of a BWA should indicate that the municipality has issued a BWA in consultation with the Northwestern Health Unit.

We are providing a BWA template document that needs to be completed by inserting your municipal letterhead and/or logo. This template includes prevention information for the users who receive it from the municipality and we request that you discard any previous templates that you have been using in favour of this new one.

...Page 2

Town of Fort Frances
 July 4, 2014
 Page 2

We have also attached a pdf factsheet that can be printed (2-sided) and attached to the BWA that is hand delivered to your water customers. The same information can be found on the NWHU website and your customers should be advised of this if the communication of your BWA is via a media release.

Clear water samples must be secured and results provided to the NWHU prior to rescinding the BWA. A template for a BWA Rescind is also attached and once completed it is emailed or faxed to the health unit and provided to the impacted users in the same manner as the BWA.

Please note that there is the potential that a municipal water system can be contaminated with something that poses a risk to human health and cannot be removed or inactivated by boiling the water. In this case a BWA would not be appropriate and the public health inspector will require the municipal water operator to issue a Drinking Water Advisory (DWA) to not drink or use the water. A DWA would only be required when there is evidence of a potential or real and significant public health risk from the contaminant and every effort would be made to minimize the risk without unnecessarily disrupting the use of the water supply. The circumstances when a DWA should be considered instead of a BWA would include a total loss of pressure in water lines that run in soil that may be chemically contaminated or the occurrence of a catastrophic event such as an accident or a deliberate action that causes massive contamination of the drinking water supply.

Please address any questions to the Public Health Inspector responsible for your municipal water system as listed below.

Brian Norris (274-9827) – Fort Frances, Chapple, Emo, Rainy River
 David Coats (274-9827) - Fort Frances, Atikokan
 Rick Pascoe (223-3301) – Dryden, Red Lake, Ear Falls, Balmertown/Cochénour, Madsen
 Mike Mackie (223-3301) - Dryden, Sioux Lookout, Hudson, Pickle Lake
 Dan Harasymiw (223-3301) – Dryden, Vermilion Bay, Ignace
 Thomas Nabb (468-3147) – Kenora
 Kurt Casey (468-3147) – Kenora
 Stephanie Snow (468-3147) – Kenora

The templates referred to in this letter and attached as hard copy will also be sent in electronic form via email to your office so that you and your staff are able to utilize them in the manner outlined. Thank you for your partnership and your work as operators to ensure that your customers have safe water in your municipality.

Sincerely,



Jennifer McKibbin

Manager, Environmental Health and Smoke-Free Ontario

Attachments

c: Dr. Kit Young Hoon, Medical Officer of Health
 Mark Perrault, Chief Executive Officer
 Arnold Laine, Supervisor, Safe Drinking Water Branch, Ministry of the Environment
 Public Health Inspectors

Municipal Letterhead

Dated: *insert date*

To all persons consuming water from the
Name of Municipality
 Water Distribution System
 from the following locations:

- *List the locations within Municipality*

BOIL WATER ADVISORY

Due to repairs/upgrades the safety of the drinking water **cannot** be guaranteed.

All water from taps should be boiled for at least one minute if it is used for human consumption.

Boiling removes harmful bacteria in the water that may cause illness. Once boiled the water can be stored in the refrigerator in a clean food-safe container and should be used for other activities where it may be ingested, including:

1. brushing teeth or soaking false teeth
2. washing fruits and vegetables
3. adding to uncooked food or drink
4. ice cubes

This advisory shall remain in effect until a notice of rescind is issued.

For more information regarding this Advisory contact: *name and phone number of municipal contact*

For information regarding how to care for your family or continue running your business during a Boil Water Advisory, contact a Public Health Inspector at your local Northwestern Health Unit:

Kenora:
 807-468-3147
 1-800-830-5978

Dryden:
 807-223-3301
 1-888-404-4231

Fort Frances:
 807-274-9827
 1-800-461-3348

Municipal Letterhead

Dated: *insert date*

To all persons consuming water from the
Name of Municipality
Water Distribution System
from the following locations:

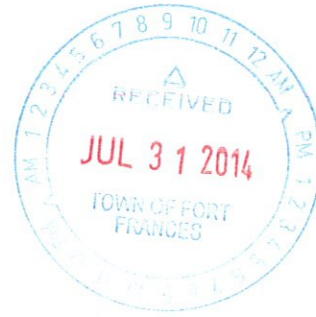
- *List the locations within Municipality*

**THE BOIL WATER ADVISORY FOR
THE ABOVE LISTED LOCATIONS
IS HEREBY RESCINDED.**

Laboratory testing of the water supply does not indicate the presence of bacteria.



Harmony of Nations
601 Mowat Ave.
Fort Frances, ON
(807) 274-9621
www.harmonyofnations.ca



To: Mayor Avis
Town of Fort Frances
320 Portage Ave
Fort Frances, ON
P9A 3P9

July 25th, 2014

Dear Mayor Avis,

On behalf of the *Harmony of Nations Music Festival*, I would like to sincerely thank you for The Town of Fort Frances' support of the festival in its first year. The weekend was a wonderful celebration of music and culture.

Your presenting sponsorship helped make *Harmony of Nations* a success. With your help, the festival created a memorable event to engage the community and welcome visitors to the area. *Harmony of Nations* enabled members of four nations to work together and provided an opportunity for youth to become involved in music.

Thank you for making our community a more inclusive and vibrant place to live,

Sincerely,

Shannon Darby
Festival Coordinator
staff@golocalfortfrances.com
W: (807) 274-9621
C: (807) 271-2084



An agency of the Government of Ontario

10 Adelaide Street East
Toronto, Ontario M5C 1J3

Telephone: 416-325-5000
Fax : 416-325-5071
www.heritagetrust.on.ca

July 25, 2014

Greetings,

On behalf of the Ontario Heritage Trust, may I invite you to recognize and celebrate the individuals and organizations in your community who are making exceptional contributions to conserving Ontario's cultural and natural heritage?

The Trust is seeking nominations for the 2014 Young Heritage Leaders program and for the Lieutenant Governor's Ontario Heritage Awards. These awards celebrate excellence, leadership, creativity and innovation in various aspects of conservation including cultural heritage, public education, environmental sustainability, biodiversity, and natural heritage stewardship.

The Lieutenant Governor's Ontario Heritage Awards recognize Youth Achievement, Lifetime Achievement, Community Leadership, and Excellence in Conservation. Nominations for these awards and for the Young Heritage Leaders program will be accepted until September 30, 2014.

There are new categories and criteria this year, and I encourage you to review the information and nomination forms found on the Trust's Recognition Programs webpage at www.heritagetrust.on.ca/recognition.

If you have any questions, or require further information, please contact Wayne Kelly, Manager of Public Education and Community Development, at 416-314-4913 or wayne.kelly@heritagetrust.on.ca.

With appreciation for your thoughtful interest in the heritage of our province.

Sincerely,

Thomas H.B. Symons

Thomas H.B. Symons, C.C., O.Ont., FRSC, LL.D., D.U., D.Litt., D.Cn.L., FRGS., KSS.
Chairman



THE
COLLEGE
OF
PHYSICIANS
AND
SURGEONS
OF
ONTARIO



July 21, 2014

Dear Sir/Madam:

I am writing to let you know that we have extended the deadline to nominate a physician for a Council Award bestowed by the College of Physicians and Surgeons of Ontario.

The deadline has been changed to **October 1, 2014 at 10:00 a.m.**

The impetus for the change was to make it more convenient for you to complete the nomination process. We want to allow plenty of time for you to submit a nomination so you aren't scrambling to do so while you and others are in the midst of summer vacations.

The updated information, including an online nomination form, is available on our website: <http://www.cpsso.on.ca/About-Us/About-Council/Honouring-Outstanding-Ontario-Physicians>

As you know, the Council Award is presented at each Council meeting to honour outstanding Ontario physicians who have demonstrated excellence and embody society's vision of an "ideal physician". Further criteria can be found on our website.

We receive a variety of nomination packages, some of which are focused around a comprehensive CV, while others consist of personal letters which demonstrate the physician's commitment to the practise of medicine. We understand that given the diverse array of selection criteria, the nominator may wish to use any number of creative ways to highlight the particular attributes of their nominee.

If you know of a worthy physician, please nominate him/her for the Council Award.

Please do not hesitate to contact me if you require further assistance:
pyelaja@cpsso.on.ca; 416-967-2600 ext. 402.

Kind regards,

Ms. Prithi Yelaja
Communications Specialist
Policy and Communications



July 24, 2014
TBTE Ref. No. 14-034

Mayor Roy Avis
320 Portage Ave.
Fort Frances, ON
P9A 3P9

**Re: Ontario Ministry of Transportation Highway Improvements
GWP 6234-11-00, Highway 11 From Fort Frances East Limits Easterly for 29.6 km to
0.1 km East of Highway 502**

Dear Mayor Avis,

TBT Engineering Limited has been retained by the Ontario Ministry of Transportation (MTO) to undertake detail design of the above referenced highway project (Project Key Plan attached). In addition, TBT Engineering is responsible for addressing public/agency concerns and obtaining any environmental approvals required for the project to proceed to construction.

Planned improvements for these portions of Highway 11 include pavement rehabilitation and resurfacing, drainage improvements including ditching and replacement of selected culverts, review of guide rail systems, review for a signalized pedestrian crosswalk near Frog Creek Road and upgrades and new intersection illumination through Couchiching First Nation on Highway 11.

For environmental purposes, this project is a Group "C" category project and is subject to the Class Environmental Assessment for Provincial Transportation Facilities (2000). Group "C" projects are approved subject to screening for environmental effects and the application of mitigating measures where required.

During the course of design, TBT Engineering staff and our sub-consultant, Dillon Consulting Limited, will be conducting field investigations and performing design activities for this project.

At this time, we invite you to identify any environmental or other concerns, comments or suggestions that you may have relating to this proposed highway work.

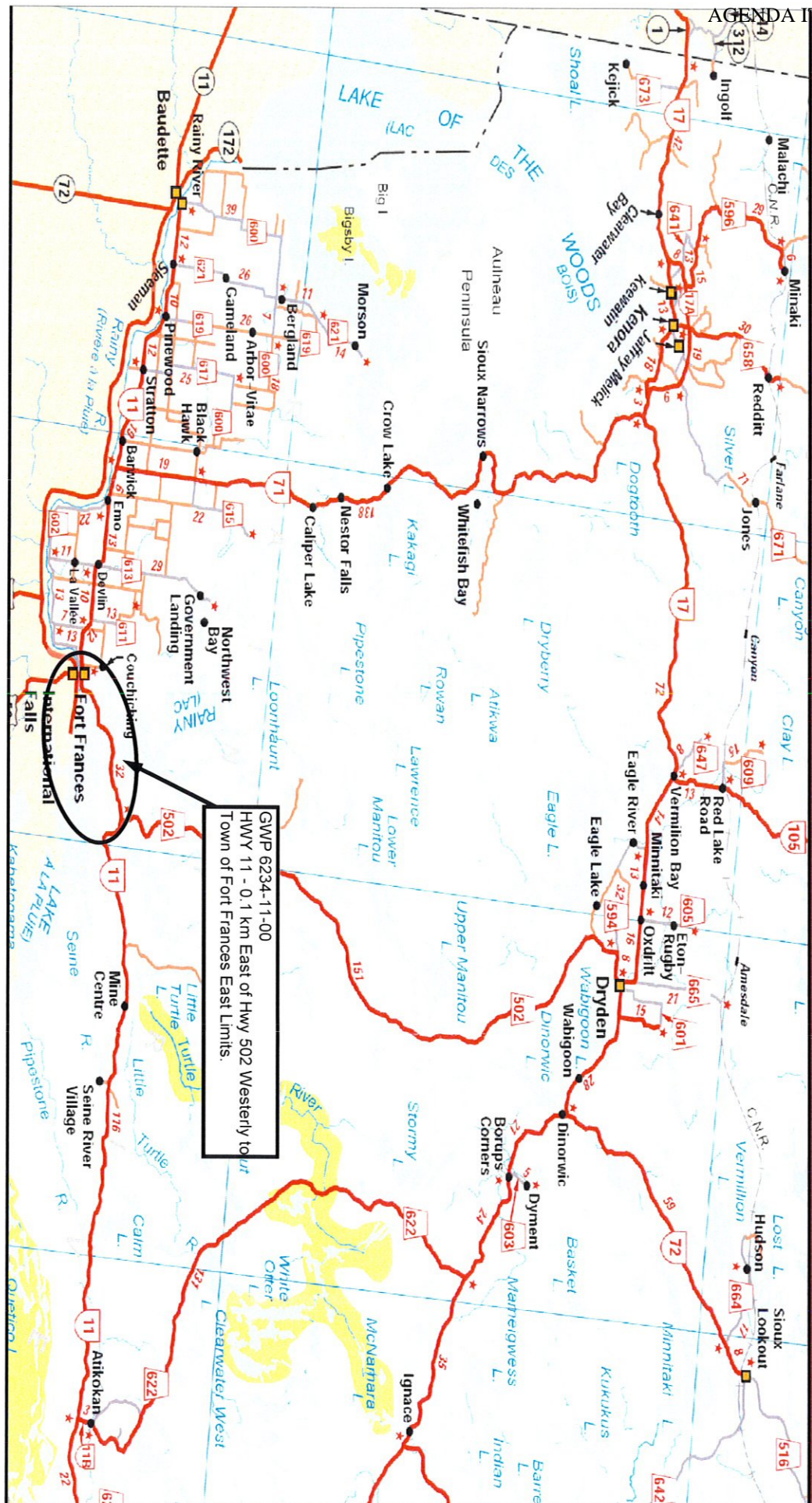
If you have any questions, please do not hesitate to contact the undersigned at 807-624-5160 (Toll Free 1-866-624-8378) or e-mail gthoms@tbte.ca.

Sincerely,

Gary Thoms, P. Eng.,
Manager of Highway Engineering
TBT Engineering Limited

Att: Key Plan

Key Plan
GWP 6234-11-00





BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT

MINUTES of the Regular Board of Health Meeting
April 30, 2014
Kenora NWHU City View Office Boardroom

PRESENT: Julie Roy, Chair

John Albanese, Carol Baron, Jim Belluz, Dennis Brown, Shayne MacKinnon, Paul Ryan,
Trudy Sachowski, Sharon Smith, Doug Squires, Bill Thompson

IN ATTENDANCE:

Dr. Kit Young Hoon, Medical Officer of Health

Mark Perrault, CEO

Lee Pitt, Manager, IT & Operations

Jennifer McKibbin, Manager, Environmental Health & Smoke-Free Ontario

Thomas Nabb, Public Health Inspector

Dorothy Strain, Secretary to MOH/BOH (Recorder)

REGRETS

1. CALL TO ORDER

Meeting Chair Julie Roy called the meeting to order at 8:35 a.m. She noted that John Albanese and Dennis Brown informed they must leave the meeting early.

2. APPROVAL OF AGENDA

2.1 Delete:

9. Appointment of Acting Medical Officer of Health, 2014-2015

Motion / Resolution: 57-2014	
THAT the Agenda for the Board of Health meeting dated April 30, 2014, be approved as amended.	J. Belluz S. MacKinnon

3. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None was declared.

4. CLOSED MEETING SESSION

4.1 Education Sessions: *Performance Indices*

At 8:40 a.m. Board of Health members moved to an in camera (closed meeting) session.

Motion / Resolution: 58-2014	
THAT the Board of Health moves to an in camera session to discuss: <i>Personal matters concerning Board appointments</i> <i>Board of Health education session: IT & Operations update</i>	S. MacKinnon J. Belluz

At 10:55 a.m. Board of Health members moved out of the in camera session to resume regular business.

Lee Pitt, Jennifer McKibbin and Thomas Nabb left the meeting at 10:55 a.m.

Motion / Resolution: 59-2014	
THAT the Board of Health moves out of the in camera session to resume regular business.	S. MacKinnon P. Ryan

A short recess was taken at 10:55 a.m.

The Chair called the meeting to order at 11:10 a.m.

5. MINUTES OF BOARD OF HEALTH MEETING, March 26, 2014

Motion / Resolution: 60-2014	
THAT the Minutes of the Board of Health meeting held March 26, 2014, be approved as written.	J. Belluz S. MacKinnon

6. PUBLIC HEALTH PROGRAMS

6.1 Medical Officer of Health Report – *Provided by Dr. Kit Young Hoon, MOH* *Reference #2014-04-30-6.1*

Purpose

The purpose of this report is to update the board of health on:

- Issues that may impact the health of the population under the Northwestern Health Unit;
- Issues that may impact the operations of the Northwestern Health Unit;
- Issues that members of the Board of Health may have a prominent role or responsibility;
- Public Health issues that attract media attention; and
- The activities of the medical officer of health

Immunization of School Pupils Act – Changes Effective July 1, 2014

The *Immunization of School Pupils Act, 1990* outlines the powers of the medical officer of health to suspend students from school if they do not meet the requirements for immunization for designated diseases. Students can seek exemption from the vaccinations for medical reasons, or through statements of conscience or religious beliefs. Designated diseases include diphtheria, measles, mumps, poliomyelitis, rubella, and tetanus. Effective July 1, 2014, three additional infectious diseases have been added to the regulations:

- Meningococcal disease
- Pertussis or whooping cough
- Varicella or chicken pox

Staff are approaching this amendment to the regulations initially through education and communication with parents and students, and supporting students to obtain the vaccines. Letters of suspension are used when other avenues have not been successful.

Measles Activity Update

Measles activity continues nationally and internationally. The largest number of cases in Canada is seen in British Columbia and is related to a community that is opposed to vaccination. The cases in Ontario are directly related to travel, or spread from individuals who have travelled to countries where there is ongoing activity. There have been no cases in northern Ontario in 2014, and immunization rates for measles in the Northwestern Health Unit's catchment are reassuringly high (greater than 95%). Donna Stanley (Manager of Infectious Diseases) has used the media interest in the issue to highlight the importance of vaccination.

Lyme Disease

Lyme disease is a bacterial illness that is transmitted through the bite of a blacklegged or deer tick. The illness can start with a rash and symptoms of headache, body pains, and neck stiffness. The disease may progress to affect the joints, heart and nervous system.

Surveillance of Lyme disease in 2013 has shown that there is a population of blacklegged ticks infected with Lyme disease in the Rainy River District. The public can protect themselves by using DEET-containing insect repellants, wearing light coloured clothing that covers as much skin as possible, avoiding areas with tall grass and checking for ticks after being outdoors.

Actions to be taken by staff in 2014 will include:

- Continued testing of ticks submitted by the public
- Surveillance of human cases of Lyme disease
- Active surveillance for ticks
- Communication to the public and those who could be exposed
- Communication to the medical community.

Electronic Cigarettes – Summary of the Research Evidence

E-cigarettes, or electronic cigarettes, are battery-operated devices that produce an aerosol for inhalation. They usually contain nicotine, propylene glycol and flavourings (fruit, mint, chocolate, etc.).

The lack of conclusive research on the harms and benefits of this product have led to conflicting public health opinions on this device.

Proponents of e-cigarettes refer to evidence that the device assists with smoking cessation similar to nicotine replacement therapy; however, the research includes low-quality small studies, and the results are not consistent. **More research is required to conclude that e-cigarettes are an effective cessation method.** It is likely that for smokers there is less individual harm from using e-cigarettes than regular cigarettes, as the majority of harm comes from the tobacco and products of combustion that are not present in e-cigarettes (nicotine is the addictive product of both cigarettes and e-cigarettes). There are theoretical concerns that using e-cigarettes may delay smoking cessation as it allows a person to continue smoking in restricted places.

The concerns for e-cigarettes are related to lack of research on their potential harms:

- Safety: what are the long-term harms of the chemicals and components of the e-cigarettes? What are the standards that should apply to the chemicals that can be used, and their concentrations in e-cigarettes?
- Smoking Initiation: Does the use of e-cigarettes at an individual level increase the likelihood of cigarette smoking?
- Normalization of smoking: Does the increasing popularity of e-cigarettes normalize smoking behaviours and increase tobacco smoking rates?
- Air pollution: How does use of e-cigarettes impact on indoor air pollution?

Of concern is the increasing popularity of e-cigarettes particularly among youth. American studies demonstrated that the percentage of high school students that have ever tried e-cigarettes increased from 4% to 10% from 2011 to 2012. Smaller studies indicate similar increases among Canadian youth. The use of flavors in these products can be particularly attractive to these younger age groups.

E-cigarettes may also be potentially harmful through accidental ingestion or exposure to nicotine in liquid form (inhalation, eye and skin exposure). Recent research shows there are an increasing number of calls to the poison centre in the United States related to such accidental exposures.

E-cigarettes are not regulated as a tobacco product and therefore there are no restrictions on marketing, sale to minors, the use in public spaces, and the labelling or standards. Products containing nicotine are regulated by the federal *Food and Drugs Act*, which requires authorization to allow the sale, marketing or distribution of the product. The product must have demonstrated effectiveness, quality and safety. To manoeuvre around the legislation, e-cigarettes are generally sold without nicotine; but nicotine cartridges can be obtained separately. The Food and Drug Administration of the United States plans to regulate e-cigarettes as a tobacco product.

Staff at Northwestern Health Unit will continue to monitor the research evidence around the harms, benefits and uses of e-cigarettes to determine appropriate future action.

Alcohol Availability

In 2012 the Ontario Ministry of Finance indicated their intention to explore additional formats for the sale of alcohol with stated reasons of increasing convenience for consumers and increasing revenues to decrease the deficit. Since that time, there have been announcements on the sale of wine at farmers' markets and sale of all forms of alcohol at grocery store.

Long-term consumption or excessive use of alcohol is associated with a number of health harms including cancer, hypertension, stroke, and disease of the liver, pancreas, stomach, heart and nervous system. Consumption of alcohol during pregnancy has detrimental effects on brain development and increases the risk of low birth weight and fetal alcohol spectrum disorder. Excessive, heavy or frequent alcohol intake increases the risk of injury, e.g., motor vehicle accidents, and can lead to social problems such as increased crime and violence, family dysfunction, financial problems and difficulties with work or school.

Policies that allow the sale of alcohol at grocery stores or farmers' markets, or increase the number or density of retail outlets, will increase the availability of alcohol. An increase in the availability of alcohol has been associated with an increase in alcohol consumption and its associated harms including violence, public disruption, alcohol related accidents and suicide. Control of alcohol availability is a key policy tool to control the harmful effects of alcohol.

The Association of Local Public Health Agencies (alPHA) and other public health organizations have repeatedly advocated for continued controls on alcohol availability. This issue will be discussed at the next Council of the Medical Officers of Health meeting on April 23, 2014.

Skin Cancer Prevention (Tanning Beds) Act, 2013

The new *Skin Cancer Prevention Act, 2013* comes into effect on May 1, 2014. The purpose of this legislation is to reduce the harmful effects of tanning (i.e., skin cancer including malignant melanoma). Of particular concern is the harmful effect of tanning before the age of 35, which increases the risk of cancer by 60-70%.

The legislation outlines that:

- Tanning bed operators do not provide tanning services to those less than 18 years, and ask for proof of identification from those who appear less than 25 years
- Tanning bed establishments have four types of signage (see appendix)
- Tanning bed operators inform the medical officer of health of the location and contact information of their establishment.
- Inspections are performed on tanning bed establishments
- The sale, advertising or marketing of tanning bed services to those less than 18 years are prohibited.
- Individuals using the tanning bed services are provided with protective eyewear.

The Ontario Public Health Standards have been changed, and the responsibilities of the local health unit will be outlined in the Chronic Disease Standard and the Tanning Beds Compliance Protocol, 2014. The Protocol outlines the role of the health unit as:

- Inspection which is complaint-based
- Enforcement with the use of fines
- Education
- Data collection and reporting

There are approximately fourteen tanning bed establishments in the Northwestern Health Unit's catchment. From May 1, 2014, there is a grace period of six months to allow inspector education and outreach. Local health units will be allowed to apply for additional 100% funding for activities falling under this legislation, which can include travel, additional staffing, and communication /promotion.

Youth Suicide Prevention Regional Planning

On April 10-11, Firefly hosted a regional planning session for youth suicide prevention. The session was conducted over 1.5 days in Dryden. I attended the first half day, and Deanna Kruger (Public Health Nurse) attended the second day. The day was facilitated by Dr. Ian Manion, who is the Executive Director of the Ontario Centre of Excellence for Child and

Youth Mental Health. The purpose of the Centre is to support communities and organizations around mental health for children and youth through a variety of tools to assist in program planning, community engagement, implementation and evaluation.

The purposes of the regional planning session included knowledge exchange for the research evidence on youth suicide, informing participants of a new website to assist communities around youth suicide prevention planning, bringing stakeholders together to discuss the strengths and weaknesses of the community, and possibly establishing initial next steps and champions around youth suicide prevention.

Key partners at the meeting included Firefly, school boards, the health care sector, adult mental health organizations, and community organizations. Discussion at the tables focused primarily on early detection of youth at high risk for suicide and providing adequate and timely health care services. Such conversations are particularly relevant to the school boards, and organizations that provide direct patient management. There was less of a focus on primary prevention efforts, e.g., increasing the resilience of youth; or addressing substance misuse.

The Youth Suicide Prevention Plan for Ontario falls under the Comprehensive Mental Health and Addictions Strategy lead by the Ministry of Children and Youth Services. The Mental Health and Addictions strategy is also predominantly focused on early detection and treatment of mental illness.

The mandate of local public health under the Ontario Public Health Standards (OPHS) does not explicitly have standards or protocols dedicated to youth suicide prevention; but the OPHS does include suicide under injury prevention. In addition, the health unit's work related to substance misuse and the school programs would be linked to youth suicide prevention efforts.

Staff at NWHU who can potentially be in contact with high-risk youth have received training to prevent the immediate risk of suicide at the individual level. As the youth suicide regional plan develops, NWHU may play a supportive role in the plan (e.g., communication campaign to reduce the stigma of mental illness, use of social media to engage youth, measurement and monitoring, etc.)

Sioux Lookout First Nations Health Authority (SLFNHA) Public Health Working Group

The SLFNHA Public Health Working Group met for a face to face meeting in Toronto on April 3. Representatives were present from SLFNHA, Ministry of Health and Long-Term Care, Health Canada, Thunder Bay District Health Unit, NWHU and First Nation Communities.

The full-day meeting allowed discussion on the vision of a future public health system for the First Nation Communities served by SLFNHA, and the setting of a realistic timeline and the milestones in progressing towards that vision. A few members of the group will be initiating a community engagement process with five pilot First Nation communities in order to assess what public health services and gaps exist for the community, clarify expectations and improve the communities understanding of public health.

Next steps will involve further meetings to discuss the details of a SLFNHA public health system including services provided, governance, and organizational structure.

Other activities of the MOH

- Attended The Ontario Public Health Convention (TOPHC) in Toronto on April 1, which was both a networking opportunity and an avenue of updating on the research evidence for public health practice (two sessions: e-cigarettes, and sodium).
- Attended a Farewell event during TOPHC for retiring medical officers of health: networking opportunity to strengthen relationships with other medical officers of health
- Attended a community engagement meeting in Fort Frances hosted by the North West Local Health Integration Network. Representatives of the LHIN presented on the North West LHIN Health Services Blueprint or 10 year plan for the health care system in northwestern Ontario.
- Media release on the new MOH of the NWHU resulted in interviews with a variety of media outlets, primarily from Dryden, Fort Frances and Kenora.
- Updated and reviewed medical directives in the Infectious Disease and Vaccine Preventable Diseases programs.

Additional Verbal Report, Update- Provided by Dr. Young Hoon

Dr. Young Hoon provided updates for the program reports provided to the meeting.

Measles update: Confirmed cases have been recorded in the northwestern Ontario and Manitoba regions. Numbers of confirmed cases are low and are travel-related.

Lyme disease: Information will be provided to area physicians in connection with the public communication campaign that will be launched this spring. Alternate methods to connect with family physicians are being explored.

Alcohol availability: An organizational response to the Ontario government's proposed legislation to expand points of sale (e.g., grocery stores) is being considered by the management team.

Discussion was referred to the Board of Health meeting, June 27, 2014.

Skin Cancer Prevention Act: A media release dated April 28, 2014, from the Ministry of Health and Long-Term Care was distributed. The Act comes into effect on May 1, 2014.

Youth suicide: Government activity is currently centered upon diagnosis and treatment. Dr. Young Hoon is connecting with regional community leads to discuss gaps in collective community resources to address the issue (e.g., establishing treatment centres).

There was discussion about advocacy roles for public health, for promotion of mental health and reducing stigma of mental illness, e.g., through our social media channels, and also for the establishment of area treatment centres and enhanced resources.

6.2 Sexual Health & Harm Reduction Program Report

Reference #2014-04-30-6.2 The Report will be kept on file

6.3 Speech, Hearing & Vision Program Report

Reference #2014-04-30-6.3 The Report will be kept on file

6.4 Foundations Team- Epidemiologist Report

Reference #2014-04-30-6.4 The Report will be kept on file

Motion / Resolution: 61-2014	
THAT the Report of the Medical Officer of Health be accepted as presented.	S. MacKinnon P. Ryan

Motion / Resolution: 62-2014	
THAT the following program reports be received: Report #: 2014.04.30.6.2: Sexual Health & Harm Reduction Program 2014.04.30.6.3: Speech, Hearing & Vision Program Report 2014.04.30.6.4: Foundations Team – Epidemiologist Report	B. Thompson S. MacKinnon

7. CORPORATE ADMINISTRATION

7.1 Chief Executive Officer Report -Mark Perrault, CEO Reference #2014-04-30-7.1

Purpose

To inform the Board of Health of issues that have developed since the last Board of Health meeting that may have an impact on the operations of the Health Unit, but do not warrant as separate report, and of the activities of the Chief Executive Officer. This report will complement the separate finance report.

DO ONE THING Conference

Conference passes have been on sale since March 28 and are lower than hoped. We are missing representation from all but two municipalities and other key health partners, so we expect that registration will pick up in the next few weeks as we get closer to the conference date. They will be available at the Conference website, www.doonethingconference.ca.

Tickets for the Rick Mercer evening, Tuesday, May 27, went on sale to the public on April 15. Conference attendees will be able to secure additional tickets if they so wish when they purchase their conference pass.

On the second night of the Conference, Wednesday, May 28, we will be hosting a public Recognition of Service reception for Dr. Arthurs at the Kenora White Cap pavilion from 5:00-6:00 p.m., with entertainment and light refreshments provided.

Northwestern Health Unit New Website

Due to a crunch experienced from staff leaves and the launch of the Do One Thing Campaign and Conference in May, we are delaying the official rollout of the new Health Unit website until September. While the site is built, there is more work that needs to be done to populate the community pages. The consensus of staff involved with website production was that we would rather launch a finished product rather than have parts still under construction at launch date.

Other Activities

On April 3rd I attended the Sioux Lookout First Nations Public Health Pilot meeting in Toronto with Dr. Kit Young Hoon (she has done a summary in her report).

I attended the Ministry of Health and Long-term Care's Strategic Plan Table 5 meeting in Toronto on April 14. The meeting focus was health human resources. While the conversations are considered confidential, I can report that progress is being made and I am glad I am there to represent the interests of the smaller health units.

The remainder of my time was spent on a legal issue, hiring of a new Finance department staff member and taking some personal leave.

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

Do One Thing Conference Update: Uptake for registrations has been slow to date. Some area communities have no representation. Staff will be contacting local agencies and organizations to promote the Conference and to identify any barriers to attendance, e.g., for concerns for registration costs.

Motion / Resolution: 63-2014	
THAT the Report of the Chief Executive Officer be accepted as presented.	J. Belluz S. MacKinnon

Board members recessed at 12:10 p.m.

John Albanese and Dennis Brown left the meeting at 12:30 p.m.

The Chair called the meeting to order at 12:50 p.m.

7.2 Finance Report – provided by Mark Perrault, CEO

Reference #2014-04-30-7.2 The report will be retained on file.

Information was provided regarding the rescheduling of the Auditors' presentation of 2013 audited financial statements to the Board of Health meeting on May 29.

The General Account report for the First Quarter to March 31, 2014, was distributed and reviewed. The Funding Transfer status report (2011-present) that tracks deferred revenues and settlements for fundings received was distributed and reviewed.

Attachment 1, Draft Year-End 2013 Cost Shared and Mandatory Programs to the Finance Report was reviewed.

Motion / Resolution: 64-2014	
THAT the Finance Report be accepted as presented.	T. Sachowski J. Belluz

7.2.1. NWHU 2014 Program Budgets

The budget process for these programs was explained. Funding is 100% funded. Annual funding amounts are determined by the Ministry of Children and Youth Services.

Motion / Resolution: 65-2014	
THAT the budget for the Blind Low Vision program for the funding amount of \$47,630 be approved for the budget period April 1, 2014, to March 31, 2015.	B. Thompson T. Sachowski
Full (100%) funding is provided by the Ministry of Children and Youth Services, Early Learning and Development Branch.	

Motion / Resolution: 66-2014	
THAT the budget for the Kenora Rainy River Preschool Speech and Language program for the funding amount \$829,941 be approved for the budget period April 1, 2014, to March 31, 2015. Full (100%) funding is provided by the Ministry of Children and Youth Services.	T. Sachowski J. Belluz

Motion / Resolution: 67-2014	
THAT the budget for the Infant Hearing program for the funding amount of \$126,878 be approved for the budget period April 1, 2014, to March 31, 2015. Full (100%) funding is provided by the Ministry of Children and Youth Services.	S. Smith T. Sachowski

Motion / Resolution: 68-2014	
THAT the budget for the Student Nutrition program for the fiscal year April 1, 2014, to March 31, 2015, for the total funding amount of \$374,271 be approved: Program funding grant: \$260,871 Food and Logistic Coordinator position: \$71,400 Food Grant: \$42,000 Full (100%) funding is provided by the Ministry of Children and Youth Services.	D. Squires C. Baron

8. REPORT OF EXECUTIVE COMMITTEE MEETING, APRIL 17, 2014 -

Committee Chair Doug Squires provided a verbal report of the Committee's meeting.

Electronic format for Board of Health documentation: Committee members received iPad notebooks for piloting electronic format for documentation during the remainder of 2014. The Board plans to move to electronic documentation using tablets in 2015.

Report #2014.04.17.8, an update on plans for a Board of Health orientation and reference handbook in electronic format was reviewed by the Committee. The handbook will be stored on Board members' tablets.

Medical Officer of Health Leave of Absence: Plans for medical officer of health coverage for Dr. Young Hoon's leave of absence were discussed. Management hopes to submit a plan for Board approval to the May 29 Board of Health meeting.

8.1 NWHU Policy Revision – Mark Perrault, CEO

Mark Perrault, CEO, explained proposed revisions to Policy, Accumulated Surplus- Current and Reserve Fund. The proposed revisions were reviewed at the Executive Committee meeting.

Committee Chair Doug Squires conveyed the Committee's recommendation that the Board approve the revisions as presented.

Motion / Resolution: 69-2014	
THAT revisions to Policy, Accumulated Surplus – Current and Reserve Fund be approved. Revisions clarify the timeline for the Board of Health's review of the Current Fund following receipt of fourth quarter financial statements.	D. Squires P. Ryan

8.2 Risk Assessment of NWHU Current Fund – Mark Perrault, CEO

Mark Perrault explained the determination of the 2013 surplus funds in accordance with approved revisions to Policy, Accumulated Surplus- Current and Reserve Fund.

Committee Chair Doug Squires conveyed the Committee's recommendation that the Board approve the proposed reallocation to obligated municipalities as presented.

Motion / Resolution: 70-2014	
THAT, following a risk assessment of the fourth quarter results for 2013 for cost shared programs according to Policy, Accumulated Surplus – Current and Reserve Funds, the Board of Health has identified a surplus of municipal levy funds in the amount of \$124,630; and approves a reallocation of same funds to its obligated municipalities according to the same municipal population-based funding formula under which they were levied in 2013.	C. Baron S. Smith

Motion / Resolution: 71-2014	
THAT the verbal report of the Executive Committee meeting held April 17, 2014, be received as presented.	B. Thompson C. Baron

9. APPOINTMENT OF ACTING MEDICAL OFFICER OF HEALTH, 2014-2015

This agenda item was deleted.

10. REPORT OF alPHa BOARD OF DIRECTORS MEETING, MARCH 28, 2014

Reference #2014-04-30-10 The report will be retained on file.

The report was submitted to Northwestern and Thunder Bay District Boards of Health by Julie Roy, North West Region representative to the Association of Local Public Health Agencies (alPHa) Board of Directors. The North West Region comprises both Boards of Health.

Motion / Resolution: 72-2014	
THAT the report of the alPHa Board of Directors meeting held March 28, 2014, be received as presented.	D. Squires C. Baron

11. NON AGENDA ITEMS

There were no additional agenda items identified.

12. NEXT MEETING DATE**Next Regular Meeting**

Date: Thursday, May 29, 2014 Start time: 1:00 p.m.

Location: Kenora City View Office Boardroom

13. ADJOURNMENT

The Chair adjourned the meeting at 1:35 p.m.

BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS DAY OF2014

MEETING CHAIR, BOARD OF HEALTH

RECORDING SECRETARY
APPROVED AS CORRECTED: JULY 25, 2014

210 First Street North
Kenora, ON P9N 2K4

July 28, 2014

ADDENDUM

MOTION TO AMEND MINUTES OF BOARD OF HEALTH MEETING
HELD APRIL 30, 2014, and
PREVIOUSLY APPROVED MAY 29, 2014

At the Board of Health meeting held Friday, July 25, 2014, the following motion was approved:

No. 95-2014

THAT the Minutes of the Board of Health meeting held April 30, 2014, and previously approved on May 29, 2014, be amended to correct a typo:

page 9, Agenda #7, Finance Report:

The General Account report for the First Quarter to March 31, 2014.....

corrected to read

The General Account report for the First Quarter to March 31, 2014...

Dorothy Strain
Secretary to Medical Officer of Health &
Board of Health
dstrain@nwhu.on.ca
(807) 468-3147 x3253



BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT

MINUTES of the Regular Board of Health Meeting
June 27, 2014 9:00 a.m.
Fort Frances NWHU Office Boardroom

PRESENT: Julie Roy, Chair

John Albanese, Carol Baron, Jim Belluz, Dennis Brown, Shayne MacKinnon, Paul Ryan,
Trudy Sachowski, Sharon Smith, Doug Squires, Bill Thompson

IN ATTENDANCE:

Dr. Kit Young Hoon, Medical Officer of Health
Mark Perrault, CEO
Alex Berry, QI Officer
Dorothy Strain, Secretary to BOH/MOH (Recorder)

REGRETS:

1. CALL TO ORDER

Meeting Chair Julie Roy called the meeting to order at 9:00 a.m.

2. APPROVAL OF AGENDA

Motion / Resolution: 80-2014	
THAT the Agenda for the Board of Health meeting dated June 27, 2014, be approved.	J. Belluz D. Squires

3. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None was declared.

4. MINUTES OF BOARD OF HEALTH MEETING, May 29, 2014

Motion / Resolution: 81-2014	
THAT the Minutes of the Board of Health meeting held May 29, 2014, be approved as written.	S. Smith D. Squires

5. PUBLIC HEALTH PROGRAMS

5.1 Medical Officer of Health Report – *Provided by Dr. Kit Young Hoon, MOH*
Reference #2014-06-27-5.1

Purpose:

The purpose of this report is to describe some of the major activities of the Medical Officer of Health, particularly activities that involve external partners and other levels of government, and activities/direction that involve or impact more than one program. Program-specific strategic issues or activities will be described in separate reports that are developed with the respective manager.

Alcohol Access and Availability

Provincial directions under the Ministry of Finance to increase availability and accessibility to alcohol through farmer's markets and grocery stores have been announced despite concerns and opposing recommendations from public health. Policy initiatives to increase access have shown to subsequently increase the harms of alcohol use (public disruption, violence, family disruption, alcohol-related accidents and suicides).

Allowing the retail of alcohol at farmer's markets and grocery stores will increase alcohol consumption at the population level and will have impacts on the Ministry of Health and Long-Term Care (MOHLTC) performance indicator, "Percent of population (19+) that exceeds the Low-Risk Drinking Guidelines". On April 28, 2014, the Council of Ontario Medical Officers of Health (COMOH) formally requested that the Health Promotion Division of the MOHLTC remove this performance indicator from the Public Health Funding and Accountability agreements due to provincial plans to enhance the sales of alcohol. As of June 16, 2014, there has been no response to this request.

This most recent letter from COMOH follows two letters in 2014 from COMOH and alpha on the control of alcohol sales and the potential public health impacts of increased alcohol access at farmer's markets and grocery stores. There was also an alpha resolution in 2012 on the importance of limiting alcohol sales and increasing alcohol revenues through increased pricing rather than enhanced accessibility.

James Bay Spring Flooding

On May 8, 2014, the Ministry of Health and Long-Term Care formally activated the Ministry Emergency Operations Centre to coordinate continued health care services for evacuees of the James Bay Spring Flooding. A number of communities were affected that required evacuation including Attawapiskat First Nation, which sent 81 evacuees to Fort Frances. The small number allowed the evacuees to be housed in hotels and did not require the set-up of evacuation centres. Repatriation from Fort Frances to the First Nation reserve occurred on May 21st and 22nd. While NWHU monitored the events of this emergency situation, no role from local public health was required.

Initiatives with Firefly

Firefly is a non-profit organization that resulted from the amalgamation of the Lake of the Woods Child Development Centre and Patricia Centre for Children and Youth. Firefly's mandate is focused on the mental health of children and youth and includes early childhood development, rehabilitation services (occupational therapy, physiotherapy and speech and language pathology), and health promotion.

NWHU currently has a number of partnerships with Firefly in Speech and Language, Maternal and Child Health programs, through the Best Start Network and Best Start Hubs, and joint work between the NWHU epidemiologist and the Firefly Data Analysis coordinator.

Recognizing the overlapping mandates between Firefly and NWHU on child and maternal health, some additional partnerships are being explored to find efficiencies in providing services and program planning:

1. Rehabilitation services (occupational therapy, physiotherapy, speech and language services): There is currently a lack of rehabilitation services including speech and language pathology services to First Nation communities in the far north. Transportation cost to fly into communities has been a substantial barrier for NWHU to provide such a service. Firefly's services focus on children with multiple needs, while NWHU provides services to those with single needs, particularly speech and language concerns. NWHU and Firefly will be combining resources from two separate temporary funding grants to allow staff to fly into 8 communities to provide service to multi-needs children (Firefly) and children with only speech and language deficits (NWHU).
2. Data and statistics: Firefly coordinates the collection, analysis and communication of data on early childhood development and the kindergarten parent survey. This information is collected from kindergarten children every 2 to 3 years, and examines the physical, social, mental, language and communication developmental status of young children before they enter school. The analysis of the data provides an understanding, at the population level, of the developmental areas for which children are vulnerable and the factors that may determine the early childhood development in our community. This information can be further complemented by data and statistics that are collected or analyzed by NWHU. Such analysis and reporting can be used to inform program planning for a number of community partners. Firefly and NWHU will be working together by combining the strengths of our two organizations to determine how best to communicate this information for maximum leverage within our region. In the fall 2014 Bill Reynolds (Firefly Data Analysis Coordinator) will provide a presentation on their most recent report to the Board of Health.
3. Youth Suicide Prevention: Firefly is leading regional planning on youth suicide prevention. A steering committee chaired by Karen Ingebrigtsen (Chief Executive Officer, Firefly) has been identified and will initiate their work over the fall of 2014. The role of NWHU in the regional planning for youth suicide prevention cannot be explored until the steering committee has met and established priorities. As discussed at the Board of Health meeting in April 2014, Karen Ingebrigtsen has been invited to a future Board of Health meeting to discuss the youth suicide prevention regional plans and the potential role for NWHU; this is tentatively set for early 2015.

Partnership with Asubpeeschoseewagong Netum Anishinabek (ANA) (also known as Grassy Narrows)

The MOHLTC requested representatives from NWHU for a collaborative meeting with a working group from ANA. The purpose of the meeting was to explore potential collaboration between NWHU and ANA on Child and Maternal Health.

ANA is a First Nations Reserve north of Kenora, and party to Treaty 3. It has approximately 1,500 members with 930 living on reserve, and the territory is on the English-Wabigoon River system and surrounding lake system. In the 1960s a substantial quantity of mercury was released into the river system upstream of the ANA, leading to negative population health impacts and impacts on the economy that was reliant on fishing, harvesting and tourism.

ANA has been working with the Ministry of Aboriginal Affairs, the Ministry of the Environment, MOHLTC and Public Health Ontario to address the health and environmental concerns of the mercury release. Partnerships with the local public health unit were being considered around child and maternal health as the community had expressed particular concern regarding the health of pregnant women and subsequently children.

Kim Gardiman (Manager, Family Health), Deb Cousineau (Manager, Speech, Hearing and Vision Services), Melanie Buffett (Manager, Chronic Disease Prevention) and I attended the meeting on June 11 in Grassy Narrows. The community described a number of family health programs in place that had some overlap with the Family Health and Chronic Disease programming of NWHU. Supports for children with speech and language problems were identified as a gap in service. Potential areas of collaboration included joint training of staff, reciprocal knowledge exchange, and improvements in communication on case management. Another meeting will be arranged in order to further develop these potential initiatives.

alPHA's 2014 Annual Conference, *Prevent More to Treat Less: Public Health and Primary Health Care Together*

On June 4th and 5th, the Association of Local Public Health Agencies (alPHA) and the Association of Ontario Health Centres (AOHC) hosted a joint conference focused on partnerships between primary care and public health. The conference consisted of keynote speakers, plenaries and smaller sessions discussing the importance of these partnerships, barriers to partnerships, tools to assist in collaboration, and success stories of public health-primary care partnerships. There has been growing recognition of the importance of upstream social determinants of health and of interventions that prevent disease and promote health, indicating that now is the time to focus on the link between primary care and public health. The conference was well-attended by representatives from primary care, including family physicians, family health teams and community health centres, and representatives from all levels of public health.

Some suggestions for the role of public health in these partnerships included:

- Population health assessment to allow needs-based planning for primary care. One partnership that was highlighted was the work performed by Kingston, Frontenac and Lennox & Addington (KFL&A) Public Health that analyzed the data on how

patients are using the acute care system to allow improvements in program planning for public health and primary care.

- Assessment of health human resources to allow planning for the future
- Public Health can play an advocacy role for a sustainable health care system
- Public Health can play a role in evaluation and quality assurance

Important barriers to partnership included: limited resources and time; other sectors that required partnership other than primary care; and the difficulty of engaging family physicians. A useful tool to enhance partnerships between primary care and public health was highlighted and can be found at <http://fhs.mcmaster.ca/nursing/documents/eco-reportFINAL.pdf>.

Strengthening the partnerships between NWHU and primary care will be a focus over the next few years. Face to face contact has been made with the physicians of some communities since my start in April; similar efforts will be made to contact physicians in other communities as opportunities arise.

In addition to existing working partnerships between NWHU and primary care, some additional partnerships have occurred recently:

- Donna Stanley (Manager, Infectious Diseases) and I have engaged two family physicians on the faculty of the Northern Ontario School of Medicine to coordinate a webinar on Lyme disease that is accredited for continuing medical education.
- Melanie Buffett (Manager, Chronic Disease Prevention) has supported the work of Dr. Clay Hammett, who has developed an initiative to engage the community and facilitate a weekly physical activity event in Kenora.

Further efforts will be made to engage primary care on a variety of issues including improved information sharing, immunization, and maternal and child health.

On the first day of the *Prevent More to Treat Less* conference, I also attended sessions related to partnerships with Aboriginal organizations and met the executive directors of the two Aboriginal Health Access Centres in Kenora and Fort Frances. NWHU currently works with these organizations; the executive directors and I have agreed that further meetings are required to explore, support and strengthen these partnerships.

Orientation with the Ministry of Health and Long-Term Care (MOHLTC)

New medical officer of health orientation sessions with various managers and directors and the chief medical officer of health within the Public Health Division and Health Promotion Division of MOHLTC took place over two half-days in Toronto. The sessions allowed face to face connections with senior management, an improved understanding of the organizational structure and roles of individuals, and a discussion of some of the issues that impact on NWHU including Bill 162 (Menu-labelling bill), harm reduction programming, consolidation of dental programming, and public health for First Nation communities.

Do One Thing Conference

In the interim of waiting for the evaluation results of the Do One Thing Conference, the feedback that I have received during and after the Conference from individuals (both

internal and external to NWHU), and organizations has been positive. There have already been anecdotal stories of partnerships forming, including one described with Firefly (see above).

All the staff of NWHU contributed to the preparation and implementation of the conference with willingness and energy. The planning team was lead with humour, thoughtfulness and dedication by Shannon Robinson, Alex Berry, Mark Perrault, Melanie Buffett, Cindy Crandall and Lee Pitt. The high quality of the communication branding and materials are evidence of the hard work from Melanie Buffett, Lori Lunny, Pam Baxter, Roberta Lappage, and Krista Ponton. The on-the-ground team that spent the entire time trouble shooting and ensuring the smoother flow of events included the Logistics team lead by Valdine McEwen, managers and foundations staff. Dorian Lunny led the development of informative and effective epidemiological reports to facilitate discussion.

Management ensured continued on-call service throughout the conference, and adapted to any role that needed to be filled. Staff played a vital role of engagement of stakeholders, note-taking and facilitation at breakout discussions. And recognition must also be given to the excellent work of Mike Greaves of Four Square, who was the external consultant for coordinating the conference.

Thanks to Mark Perrault for the concept and leading the process, and to the members of the Board of Health for taking a substantial risk and demonstrating public health leadership and innovation.

Comments, Discussion:

First Nations Public Health Partnerships: As connections are established there is increased information and resource sharing. Health Unit staff capacity is not currently impacted. If proposed joint activities imply impact to staff capacity, discussions will be held with First Nations, provincial and federal representatives for funding and/or special agreements.

Communication with Primary Care Agencies: Dr. Young Hoon is meeting with area agencies and individuals as opportunities arise, to identify potential partnerships for chronic and infectious disease prevention activities. The Health Unit recently organized a webinar for physicians on Lyme disease. Continuing Medical Education (CME) credits were made available through the assistance of individual physicians and the Northern Ontario School of Medicine.

5.2 Report, Blastomycosis

Ref. #2014-06-27-5.2 The report will be retained on file

Comments, Discussion

Board of Health members agreed with the Health Unit's strategy for public education on Health Unit website and in Health Unit offices, and promoting education of local physicians for symptoms of the disease. Communication with area veterinarians was discussed for obtaining data on confirmed animal cases, to identify 'hot spots' of blastomycosis occurrence.

5.3 Report Speech, Hearing & Vision*Ref. #2014-06-27.5.3 The report will be retained on file***5.4 Report CQI Program***Ref. #2014-06-27.5.4 The report will be retained on file*

Motion / Resolution: 82-2014	
THAT the Report of the Medical Officer of Health be accepted as presented.	D. Squires S. Smith

Motion / Resolution: 83-2014	
THAT the following program reports be received: #2014-06-27-5.2 Blastomycosis #2014-06-27-5.3 Speech, Hearing & Vision Program #2014-06-27-5.4 CQI Program	J. Albanese S. Smith

6. CORPORATE ADMINISTRATION**6.1 Chief Executive Officer Report - Mark Perrault, CEO***Reference #2014-06-27-6.1***Purpose**

To inform the Board of Health of issues that have developed since the last Board of Health meeting that may have an impact on the operations of the Health Unit, but do not warrant as separate report, and of the activities of the Chief Executive Officer. This report will complement the separate finance report.

DO ONE THING Conference

It has been three weeks since the end of the Do One Thing conference and we are in the process of doing an evaluation of the conference. Initial feedback has been highly positive among staff and community partners. It has already resulted in a number of meetings with partners and more outstanding requests. Due to the size and cost of the conference both in money and staff time, I have asked our Leadership Council to help me prepare a comprehensive report that will serve as a learning tool for future events that we may consider. I will be seeking feedback from the Board of Health members who attended the conference, and it is on the agenda for the Executive Committee meeting on June 26th. I will aim to bring the evaluation report to the September Board of Health meeting now that we have finished our Public Health Report Card that is being presented at the Board's June meeting.

Kenora Substance Abuse and Mental Health Task Force– Coordinator Position

The Northwestern Health Unit is one of 25 partners involved with the Kenora Substance Abuse and Mental Health Task Force, which was awarded an Ontario Trillium Foundation Grant for \$220,900 over 36 months starting April 1, 2014. The funding was flowed to the Kenora Chiefs Advisory (KCA), who was the lead agency. Each of the partners offered to provide an in-kind contribution, and the NWHU offered accounting services. Under the agreement the KCA is flowing the funds to the NWHU, who will manage the expenses.

Under the initial plan a private contractor was to be hired as a coordinator, to be housed in space provided by the City of Kenora and with computer equipment supplied by the OPP. Secretarial services are supplied by the Canadian Red Cross. The Lake of the Woods District Hospital is supplying meeting space and videoconferencing.

Our Payroll Officer, Alison Ratcliffe, did some research on private contractors related to the Canadian Revenue Agency (CRA). It became apparent that this coordinator would be deemed an employee of the NWHU, and thus statutory deductions would apply. The first installment of funds has already flowed to the NWHU from KCA, so we have posted for a coordinator position. As this is a new position with a pay schedule that falls outside of any current position, at \$58,000 per annum including all benefits (the money is fixed for three years), I am asking the Board of Health to approve the position for the term ending March 31, 2017.

Other Activities

On June 9, Dr. Young Hoon, Deb Cousineau, Manager of Speech, Hearing, and Vision, and I met with Firefly senior administrators to discuss the provision of speech services on First Nations. Firefly provides speech services to children with multiple needs, and we are looking at how we can utilize Ministry of Children and Youth Services (MCYS) funding for a speech pathologist in Sioux Lookout to meet the needs of children who do not fall under Firefly's scope of service. The Board can expect to receive a follow-up to this initiative in the fall.

I continue to attend the Sioux Lookout First Nations Public Health Pilot meetings. The work is progressing and with the election over, I expect to see more activity related to this in the fall.

Motion / Resolution: 84-2014	
THAT the Report of the Chief Executive Officer be accepted as presented.	D. Squires S. Smith

Motion / Resolution: 85-2014	
THAT the Board of Health approves the creation of a Coordinator position for the Kenora Substance Abuse and Mental Health Task Force. This is a term position, reporting to the Kenora Substance Abuse and Mental Health Task Force, commencing immediately upon hire and ending March 31, 2017. Salary and benefits of \$58,000 per annum will be paid by the Northwestern Health Unit, with funding provided by the Kenora Chiefs Advisory from a funding grant from the Ontario Trillium Foundation.	B. Thompson J. Belluz

6.2 Finance Report – provided by Mark Perrault, CEO

Reference #2014-06-27-6.2 The report will be retained on file.

The report and attachments to April 30, 2014, were distributed to the meeting. Budget projections are currently on track, pending anticipated approval of the Health Unit's submitted 2014 budget to the Ministry of Health and Long-Term Care. The Ministry's response is anticipated in late August, as in prior years. Highlighted variances for the attachment reports were reviewed. There are currently no concerns for the variances.

A new report, Cash Flow with Reserves and the General Account was reviewed and suggestions received for edits for clarification of data.

Board of Health members recessed at 10:30 a.m.

During the morning recess, Board of Health member John Albanese was congratulated for receiving the Association of Local Public Health Agencies' (alPHA's) 2014 Distinguished Service Award. The Award is presented annually to individuals for their outstanding contributions to the public health field in Ontario.

The Chair called the meeting to order at 11:15 a.m.

6.2.1 Banking Efficiencies and Improved Customer Service Opportunities

Reference #2014-06-27-6.2.1 The report will be retained on file.

6.3 IT and Operations Report

Reference #2014-06-27-6.3 The report will be retained on file.

Motion / Resolution: 86-2014	
THAT the following corporate administration reports be received: #2014-06-27-6.2 Finance Report #2014-06-27-6.2.1 Banking Efficiencies & Improved Customer Service Opportunities #2014-06-27-6.3 IT & Operations Report	J. Belluz B. Thompson

7. PUBLIC HEALTH REPORT CARD

Reference #2014-06-27-7 The report will be retained on file.

Alex Berry, QI Officer, distributed the 2014 Public Health Report Card that is prepared for the Board of Health and funders and partner agencies in the region and the province. The Report will be posted to the Health Unit web site, www.nwhu.on.ca.

The document was reviewed and discussion ensued regarding reported data for health status of the region. Suggestions for format for future annual reports were provided.

Motion / Resolution: 87-2014	
THAT the Northwestern Health Unit 2014 Public Health Report Card be received as presented.	B. Thompson J. Belluz

8. REPORT OF EXECUTIVE COMMITTEE MEETING, JUNE 26, 2014

8.1 In Camera Session

At 11:59 a.m. Board of Health members moved to an in camera (closed meeting) session.

Motion / Resolution: 88-2014	
THAT the Board of Health moves to an in camera session to discuss: <i>Personal matters concerning an individual, including employees...</i> <i>Education for Board members: reports to the Board</i>	D. Brown T. Sachowski

An in camera lunch recess was taken from 12:30 p.m.-1:00 p.m.

At 1:10 p.m. Board of Health members moved out of the in camera session to resume regular business.

Motion / Resolution: 89-2014	
THAT the Board of Health moves out of the in camera session to resume regular business.	C. Baron D. Brown

The following Motions arising from the in camera session were presented to the meeting.

Motion / Resolution: 90-2014	
THAT Dr. Alex Hukowich be appointed Acting Medical Officer of Health on a per diem basis to provide Medical Officer of Health on-call / coverage for Dr. Kit Young Hoon during her leave of absence(s) from Northwestern Health Unit for the years 2014-2015.	P. Ryan C. Baron

Motion / Resolution: 91-2014	
That the Board of Health approves the establishment of a Senior Public Health Inspector position. This position is an extension of an existing Public Health Inspector position with additional responsibilities and duties as outlined in the job description. The salary for this position will be based on the incumbent's existing salary plus an additional stipend of \$100 per week.	T. Sachowski C. Baron

Motion / Resolution: 92-2014	
THAT the verbal report of the Executive Committee meeting held June 26, 2014, be received as presented.	P. Ryan C. Baron

9. REPORTS OF ALPHA AGM AND JOINT CONFERENCE, JUNE 3-5, 2014

Board of Health delegates Julie Roy, Doug Squires, Paul Ryan, and Trudy Sachowski attended the Association of Local Public Health Agencies' (alPHA's) AGM on June 3 and joint Conference, *Prevent More to Treat Less*, June 4-5, held in Richmond Hill. Trudy Sachowski's written report was provided prior to the meeting.

The remaining delegates provided verbal reports of highlights to the meeting. At alPHA's Boards of Health section meeting held June 3, Julie Roy was acclaimed as the North West Region representative to alPHA's Board of Directors. She is also the 2014 Vice-President of the Board of Directors. Six of eight proposed resolutions were approved at alPHA's Resolutions Session. Highlights of breakout sessions at the joint Conference hosted by public health and primary care held June 4-5 were provided.

alPHA's annual Awards Dinner was held June 4. Recipients of alPHA's 2014 Distinguished Service Award included Northwestern Health Unit Board of Health member John Albanese, and also Dr. Peter Cooney, Canada's Chief Dental Officer and Dental Consultant for the Northwestern Health Unit.

10. NON AGENDA ITEMS

There were no non agenda items identified.

11. NEXT MEETING DATE

11.1 Next Regular Meeting

Date: Friday, July 25, 2014 Start time: 8:30 a.m.

Location: Dryden Best Western Hotel

11.2 Executive Committee Meeting

Date: Thursday, July 24, 2014 Start time: 4:00 p.m.

Location: Dryden Best Western Hotel

12. ADJOURNMENT

The Chair adjourned the meeting at 1:30 p.m.

BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS DAY OF2014

MEETING CHAIR, BOARD OF HEALTH

RECORDING SECRETARY

**TOWN OF FORT FRANCES
PLANNING & DEVELOPMENT EXECUTIVE COMMITTEE**

AGENDA ITEM #11.2

Minutes of Meeting – 7 July 2014 (Session 55)

The Planning and Development Executive Committee held it's regular meeting in the Civic Centre Committee Room on Monday the 7th day of July 2014 at 8:00 a.m., with the following persons present:

J. Albanese (Chair), R. Wiedenhoeft, D. Kitowski, R. Avis, F. Flatt, M. McCaig, J. Ruppenstein (8:00 –8:15)

1. CALL TO ORDER – 8:00 a.m.
2. IDENTIFICATION OF NON-AGENDA ITEMS - None
3. DISCLOSURE OF PECUNIARY INTEREST – None
4. MINUTES OF PREVIOUS MEETING – The minutes of June 19, 2014 were approved as circulated (Kitowski/Wiedenhoeft).
5. BUSINESS
6. NON-AGENDA ITEMS – None
7. IN-CAMERA

Res. No. 2014-04 – (Kitowski/Wiedenhoeft) That the meeting of the Planning and Development Executive Committee now meet in-camera at 8:04 a.m. in order to address (a) personal matter about an identifiable individual, including municipal or local board employees; and (b) a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes.

CARRIED

- a. Town property (McIrvine Road) – A recommendation will be made to Council as discussed.
 - b. Application for appointment to BIA Board of Management – A recommendation will be made to Council as discussed.
 - c. Town property (Williams Avenue) – A recommendation will be made to Council as discussed.
8. NEXT REGULAR MEETING DATE - 5 August 2014 at 8:00 am
 9. MEETING CLOSE – The meeting closed by R. Wiedenhoeft at 8:35 a.m.


Chairperson


Municipal Planner/Secretary

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 12

Tuesday, July 8, 2014

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, July 8, 2014 at 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Andrew Hallikas, Councillor Paul Ryan, and Mayor Roy Avis

ALSO PRESENT: Mark McCaig, CAO and Laurie Witherspoon, Treasurer

REGRETS: None

Called to order 12:12 p.m.

1. **Non-Agenda:**

- 6. i) Councillor P. Ryan Cross Border Medical NAFTA Meeting per diem
- 6. ii) Councillor R. Wiedenhoeft Cross Border Medical NAFTA Meeting per diem
- 6. iii) Councillor J. Albanese Cross Border Medical NAFTA Meeting per diem
- 6. iv) Councillor K. Perry Cross Border Medical NAFTA Meeting per diem
- 6. v) Canadian Consulate General, Jamshed Merchant – Peaceful Border Days & Medical NAFTA Dinner
- 6. vi) ODRAP Funding (Mayor Avis)

2. **Disclosure of pecuniary interest and the general nature thereof:** Councillor Paul Ryan declared a conflict of interest on item 6 i) per diem to attend the Cross Border Medical NAFTA Meeting held in Fort Frances; Andrew Hallikas declared a conflict of interest on item 4 i) per diem to attend the NOMA Board meeting held in Thunder Bay; Councillor Ken Perry declared a conflict of interest on item 4 v) per diem to attend the Local Governance Networking Meeting held in Emo and 6 iv) per diem to attend the Cross Border Medical NAFTA Meeting held in Fort Frances.

3. **Paul Ryan – Andrew Hallikas:** That the minutes from the previous meeting held on June 17, 2014 be approved as circulated.

CARRIED.

4. i) Councillor Andrew Hallikas NOMA Board Meeting Per Diem Claim – The Committee recommended approving the per diem claim for Councillor Andrew Hallikas in the amount of \$150.00 for attending the NOMA Board Meeting held in Thunder Bay on June 18, 2014
- ii) M. McCaig, CAO Purchase Card Entertainment Expense Claim – The Committee recommended to approve purchase card expense as detailed on Schedule "D" Entertainment Expense Reimbursement Form in the amount of \$64.27 for Municipal Clerk retirement luncheon on June 30, 2014.

Meeting – July 8, 2014
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- iii) Request for Consideration M.O.S. – The Committee recommended to receive the Minutes of Settlement for property located at 1005 Third Street E. in Fort Frances for the 2014 taxation year.
- iv) 357/358 Applications for Tax Adjustment – The Committee recommended to approve the adjustment of 2013 and 2014 taxes under Section 357/358 of the *Municipal Act* for 252 Sixth Street East located in Fort Frances.
- v) Councillor Ken Perry Local Governance Networking Meeting Per Diem – The Committee recommended to approve the per diem claim for Councillor Ken Perry in the amount of \$75.00 for attending the Local Governance Networking Meeting held in Emo on June 26, 2014.

5. Outstanding Items:

- i) Old Shambles Road – CAO/Solicitor
- ii) Couchiching Sewer and Water Agreement Signage


6. Non-Agenda Items:

- i) Councillor P. Ryan Cross Border Medical NAFTA Meeting per diem – The Committee recommended to approve the per diem claim for Councillor Paul Ryan in the amount of \$75.00 for his attendance at the Cross Border Medical NAFTA Meeting held in Fort Frances on July 3, 2014.
- ii) Councillor Rick Wiedenhoeft Cross Border Medical NAFTA Meeting per diem – The Committee recommended to approve the per diem claim for Councillor Rick Wiedenhoeft in the amount of \$75.00 for his attendance at the Cross Border Medical NAFTA Meeting held in Fort Frances on July 3, 2014.
- iii) Councillor John Albanese Cross Border Medical NAFTA Meeting per diem – The Committee recommended to approve the per diem claim for Councillor John Albanese in the amount of \$75.00 for his attendance at the Cross Border Medical NAFTA Meeting held in Fort Frances on July 3, 2014.
- iv) Councillor Ken Perry Cross Border Medical NAFTA Meeting per diem – The Committee recommended to approve the per diem claim for Councillor Ken Perry in the amount of \$75.00 for his attendance at the Cross Border Medical NAFTA Meeting held in Fort Frances on July 3, 2014.
- v) Canadian Consulate General, Jamshed Merchant - Support of Peaceful Border Days & Medical NAFTA Dinner – The Committee discussed the July 2, 2014 dinner that was attended by three Councillors and their spouses along with Jamshed Merchant and his spouse. The cost of dinner for those Councillors attending and Jamshed Merchant and his spouse would be reimbursed upon receipt of an invoice.

Meeting – July 8, 2014
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- vi) Ontario Disaster Relief Assistance Program (ODRAP) – Mayor Avis advised that he had received a call from Premiere Kathleen Wynne inquiring how the flood situation has been handled. ODRAP funding would be the best way to help.
- 7. **Information:**
 - i) General Operating Fund Financial Statement as at June 30, 2014
 - ii) Water & Sewer Operating Fund Financial Statements as at June 30, 2014
 - iii) Capital Fund Financial Statement as at June 30, 2014
 - iv) Administration & Finance Stats as at June 30, 2014
- 8. **Next Meeting Date:** Tuesday, August 5, 2014


Ken Perry, Chair


Mark McCaig, CAO

Doug Anderson - Co-Chair Betty's	P	Chamber of Commerce Representative Annely Armstrong	A
Ted Debenetti A Buck or Two	A	RRFDC – Geoff Gillon	A
Jenny Greenhalgh	P	John Albanese – Town Councilor Town of Fort Frances	A
Richard Boileau – Chair McTaggart's	P	Shelley Wepruk Secretary	P
Marie Therese Metke Pharmsave	A	Jenny Greenhalgh	P
Pat Gartshore Gartsh's	P		
Jennifer Horton Curvy Chicks	P		



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

Richard Boileau opened the meeting. The meeting to was called to order at 8:00 a.m. The Agenda and minutes were circulated to the members for review. Members were asked for any agenda additions or conflicts of interest, none were noted.

2. Approval of Minutes

B.I.A Board of Management Meeting – 14 May, 2014

Copies of the minutes from the 14 May, 2014 Board of Management Meeting were circulated for review and approval. The following motion was made;

Motion #1 Pat Gartshore/Jennifer Horton

TO accept the minutes presented of the 14 May, 2014 Board of Management Meeting as presented.

Also to ratify all motions made on that date.

No against or abstentions

CARRIED

3. Accounts Payable & Financial Report

Motion # 2 Jennifer Horton/Pat Gartshore

To accept the total payables for June in the amount of \$2,311.47

No against or abstentions

All in agreement - **CARRIED**

4. BUSINESS ARISING FROM THE MINUTES

Finance and Administration Committee – Letter from Town Hall advising us that our 2014 budget has been passed.

Shelley will ask Kim to join the board as she has agreed to continue doing our finances.+

Promotions Committee – Letter is to be sent to Bass Committee in September regarding the parade of boats.

Mall Day: Letter to go out via email & had delivery as reminder of the date of Mall Day. The 100, 200 & 300 blocks of Scott Street will be closed to vehicles. Doug will be talking to Emo Fair Board & Jennifer to the MNR. Annely to call Coughiching Band and Severn Generations re displays on Mall Day. “Fools Gold” stars will be downtown signing autographs. Anyone wanting to set up food booths are welcome. Richard will make a map to co-ordinate where people will be setting up.

Early Iron: All set up and ready to go. The 100 & 200 blocks will be closed for the day.

Music Festival: Ask musicians to come down and play for Mall Days, also ask band members.

Heart of the Continent: Annely handed out brochures showing how to proceed is wanting to be part of the program. Travis Glowoski is setting the program up. National Georgraph is putting their name on the program so businesses must be authentic and privately owned – NO CHAIN STORES.

Dragon Boats: Things moving along. Have acquired a second boat which is now in town. They will be running on July 3 and every Wednesday throughout the summer. The fee to paddle is \$35.00 per paddler.

Maintenance Committee

Flower baskets: As we own our baskets we can have them done at any of the local growers. We will not be getting the baskets to hang up for another 2 – 3 weeks. It was decided that in August we will approach both Hammonds & Lowey’s for quotes with time restrictions for their finish times.

Snowflakes: Discussion was held regarding putting spot lights on each star to illuminate them. Snowflakes will be staying where they are for storage.

NEW BUSINESS – The Chamber of Commerce is hosting a meeting on June 24, 2014 at the Rendezvous.

Board of Management Minutes –11 June, 2014
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It will be in room 100 from 11:30 – 1 pm. Please try to attend to help promote our area.

5. Closing & Setting of Next Board Meeting

Motion # 5 Pat Gartshore

To close the meeting

No against or abstentions

All in agreement – CARRIED

The next meeting date will be 16 July @ 8:00 a.m. at the BIA office.

PLEASE NOTE THAT ALL MEETINGS WILL NOW BE HELD ON THE SECOND WEDNESDAY OF EACH MONTH AT 8:00 A.M. AT THE BOARD ROOM UNLESS OTHERWISE NOTIFIED.

Meeting closed at 9:02 a.m.

FORT FRANCES MUSEUM ADVISORY COMMITTEE

Meeting: Mon July 21, 2014, 4:15 p.m.

Present: Debbie Ballard ✓ Bruce Caldwell ✓ Robert Schulz ✓ Judy Kielczewski ✓ Mary Hickling ✓
Committee Secretary: Sherry George ✓ Guests:

Minutes from last meeting: adopted as sent.

Governance: Committee members **2-year term** expires Nov 30. Need to re-submit. Current committee focus will be on governance best practices to ensure that museum is fully supported. Priorities include strategic planning, identifying shortfalls, communicating the value of culture. **Next meeting: What is the value of the museum in the community? How best to convey?**

Finance: Committee seeking a better understanding of what museum's budget is; where money allocated. No budget numbers available yet.

Collections: Museum has many items requiring accessioning, but no time. May need to discontinue donations until caught up, unless we find a solution.

Exhibitions:

- May thru August: Recognizing 100 years of papermaking and wood harvesting. Speakers' Series: 'Women in the Industry' and mill pilots, good attendance both evenings; July 22, Woodsies; July 31, Jim Gartshore; TBA, Kraft Mill.
- Sept thru Dec: 100th anniversary of WWI and 75th of WWII. Museum partnering with Legion. Youth writing contest, performance by Dumbells (Sept 10) and opening reception (Sept 18) planned.
- Travelling exhibit we were considering too pricey as shipping more than rental fee (\$2700/\$5500)

Interpretation & Education: Looking for retired teachers to plan & lead our children's programming.

Research: Legion and Auxiliary working with students and volunteer researching local war stories.

Conservation: Digitization projects preserve documents. Water in basement here and at Hallett could be issues requiring a closer look.

Physical Plant: Basement appears dry. Hallett reopened. Industrial fans are circulating air, but still a smell in both. Upgrades to furnace; a few bugs as humidity and temperatures fluctuating wildly.

Community: Market Thursdays Tea & Scones started June 26th. Speakers' Series through July.

Human Resources: Students busy. Would like to train them in museum practices, but may not be time.

New Business:

1.

Old Business:

1. Water.

Numbers: June 2014 visitors: 370; (570 in 2013). Charitable donations: \$1000.

Ontario Arts Council: Marilyn McIntosh here July 7th for informal meet & greet with area artisans. Well attended.

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

Meeting adjourned at 6 p.m.

Next meeting: **Tues Aug 19** at 4:15 p.m.

Copies forwarded to K.Lawson for Council, J.Kabel for Exec. Committee, D.Allan for web; original filed H:/Administration/Council/Advisory Committee Minutes.