

TOWN OF FORT FRANCES

Administration & Finance Executive Committee

AGENDA - February 3, 2016, 12:00 PM

MEETING - Civic Centre

Session #

Page

- 1 **Call to Order**
- 2 **Disclosure of pecuniary interest and the general nature thereof**
- 3 **Approval of Previous Committee Minutes**
 - 3.1 Tuesday, January 5, 2016 Meeting Minutes 3 - 4
- 4 **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
- 5 **In-Camera**
- 6 **Items Referred from Council**
 - 6.1 Families for Families Committee MSC Membership Request 5 - 7
 - 6.2 Safe Communities Rainy River District Requesting Per Capita Funding 8 - 23
 - 6.3 Government Relations Manager for Shaw Cable Systems re: WIFI Opportunities on Fort Frances 24 - 27
 - 6.4 Rainy River Future Development Corporation re: Per Capita Funding 28 - 29
- 7 **New Business**
 - 7.1 POA Write-Off Request 30 - 32
 - 7.2 Councillor K. Perry NOMA Board Per Diem 33 - 34
 - 7.3 BIA Board re: Rainy Lake Hotel Market Square Project 35 - 36
- 8 **Non-agenda Items**
- 9 **Outstanding Items**
 - 9.1 Couchiching First Nations Water & Sewer Agreement
 - 9.2 Elected Officials Remuneration By-Law No. 02/10-C Review (Fall 2016)
- 10 **Information**

	Page
10.1 Boundary Waters Dragon Boat Club Requesting Sponsorship Referred from January 25, 2016 Council Meeting - Withdrawn.	
10.2 AEC Paralegal re: Canadian Tire Real Estate ARB Appeal Withdrawn	37
10.3 Municipal Tax Advisory Group Update	38
11 <u>Adjourn / Next Meeting Date</u>	
11.1 Tuesday, February 16, 2016	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #23

Tuesday, January 5, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room at the Civic Centre on Tuesday, January 5, 2016 at 12:00 p.m. (Noon)

PRESENT: Councillor Ken Perry, Councillor Wendy Brunetta, Councillor Paul Ryan, and Mayor Roy Avis

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

REGRETS: None

1. Call to Order

1.1 Chair, Councillor K. Perry called the meeting to order at 12:04 p.m.

2. Disclosure of pecuniary interest and the general nature thereof

3. Approval of Previous Committee Minutes

3.1 The Committee considered the following resolution:
Brunetta/Ryan: That the minutes of the previous meeting held on Wednesday, December 9, 2015 be approved as distributed. CARRIED

4. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.

5. In-Camera

6. Items Referred from Council

- 6.1 Northwestern Ontario Sports Hall of Fame Membership - The Committee recommended to approve the payment of a Business/Organization Membership Fee in the amount of \$60.00 for the Northwestern Ontario Sports Hall of Fame and Museum.
- 6.2 Alzheimer Society Annual Charitable Dinner Request - The Committee recommended to approve that any Council member who attends the Alzheimer Society Forget Me Not Dinner on January 31, 2016 at the La Place Rendezvous will be reimbursed the cost of their dinner ticket of \$50.00.
- 6.3 Fort Frances Border Skating Club Financial Request - The Committee recommended to approve a donation to the Fort Frances Border Skating Club's Sunset Country Regional Skating Competition in the amount of \$200.00 in compliance with the Membership & Grant Policy (Policy No. 1.16).

7. New Business

- 7.1 Request for Reconsiderations M.O.S. - The Committee recommended to receive the Minutes of Settlement for properties located at 750 Second Street W., 1210 Olde Shambles Road, 1701 Lyndy Place N., 706 Armit Ave., and 1106 Christie Ave. N. in Fort Frances for the 2015 taxation year.
- 7.2 357/358 Applications for Tax Adjustment - The Committee recommended to approve the adjustment of 2015 taxes in the amount of \$11.91 for property located at 815 Scott Street and 2014 & 2015 taxes in the amount of \$802.04 for 228 Sixth Street E. in Fort Frances under Section 357/358 of the *Municipal Act*.

- 7.3 2016 Temporary Borrowing - The Committee recommended to authorize the preparation of an authorizing By-Law for temporary borrowing in the amount of \$4,000,000.00 to meet 2016 expenditures.
- 7.4 Interim Tax Levy for 2016 - The Committee recommended to authorize that the Interim Tax Levy By-Law for 2016 be brought forth.
- 7.5 Multi-Use/Tennis Court Committee RFP Development Request - The Committee recommended to approve the request from the Multi-Use/Tennis Court Committee for staff participation in the development of a Request for Proposal (RFP) for the construction of multi-use/tennis courts.
- 7.6 Request for Reconsideration M.O.S. (2014) - The Committee recommended to receive the Minutes of Settlement for property located at 400 Central Ave in Fort Frances for the 2014 & 2015 taxation years.

8. Non-agenda Items

9. Outstanding Items

- 9.1 Couchiching First Nations Water & Sewer Agreement
- 9.2 Elected Officials Remuneration By-Law No. 02-10-C Review (Fall 2016)

10. Information

11. Adjourn / Next Meeting Date

- 11.1 Next Meeting: Tuesday, January 19, 2016
- 11.2 Adjourn at 1:14 p.m.

Executive Committee Chair

M. McCaig, CAO

REPORT

TO: Mayor Avis & Council
FROM: Jason Kabel, Manager of Community Services
DATE: Wednesday, January 06, 2016
RE: Refugee Families Committee Request

Attached is an email request from Diane Lovisa Noonan, Community Activities Coordinator for Families for Families Refugee Committee. The request is for a complimentary one-year Memorial Sports Centre membership consideration for the refugee family of six that will be arriving in Fort Frances in the next few months.

The costs associated with the request are as follows:

MSC Family Membership Fees

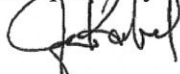
First Adult	474.74
Spouse	395.62
Student (13 & older)	203.93
Child (5 & older)	63.20

Specific family demographics were not listed so an exact value of the request is not possible at this time but the cost range for two adults and four children is, \$1,123.16 – 1,683.96.

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to authorize the necessary amount for the refugee family to be offered complimentary Memorial Sports Centre memberships for one year and refer the item to Administration and Finance for input and recommendation.

Respectfully submitted,



Jason Kabel

<p>Council approval of this report will refer the refugee family committee request to Administration & Finance for further input and recommendation.</p>



"Diane Noonan"
<diane58@shaw.ca>
12/23/2015 11:06 AM

To <jkabel@fort-frances.com>
cc
bcc
Subject

Good morning Jason,

As per our conversation, the Families for Families Committee is bringing a refugee family to Fort Frances. Our generous community has responded overwhelmingly to meeting our financial goal. We have learned that an Iraqi Christian family of six will be arriving in Fort Frances in the next few months. They have spent the last couple of years living in a refugee camp in Beirut, Lebanon.

Not only will our committee be supporting them financially for a 12 month period but we will also be assisting them with the many aspects of becoming part of our local and Canadian community. From government paperwork, English lessons, schooling for the children, finding employment to getting active in our community, we will be there for them.

Having the opportunity to take part in community activities will be a very important component for their integration into a new culture and country, for the parents as well as their 4 children. We are fortunate that our community is rich in what it has to offer. To assist in this effort, would Community Services and Town Council consider offering a year membership at the Sportsplex for the family? It would provide a wonderful chance for them to experience something new or to be reintroduced to something they once enjoyed. The Sportsplex will also be a great facility where they can meet others from the community and kindle a sense of belonging.

Thank you for your consideration on this matter.

Hope you have a wonderful Christmas and enjoy time with your family.

Diane Lovisa Noonan
Community Activities Coordinator
Families for Families Refugee Committee

TO: Administration & Finance Executive Committee
FROM: Laurie Witherspoon, Treasurer
DATE: January 29, 2016
SUBJECT: Refugee Families Committee MSC Membership Request

BACKGROUND

At the January 25, 2016 Council Meeting, the request from the Families for Families Committee and the Refugee Families Committee Request report from J. Kabel were referred to the Administration & Finance Executive Committee for recommendation.

The Families for Families Committee requested consideration of one-year membership at the Memorial Sports Centre for the refugee family members.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/11**

TO: Administration & Finance Executive Committee
FROM: Laurie Witherspoon, Treasurer
DATE: January 29, 2016
SUBJECT: Safe Communities Rainy River District 2015/16 Financial Request

BACKGROUND

At the January 25, 2016 Council Meeting, the letter received from the Safe Communities Rainy River District (Rainy River Valley Safety Coalition) requesting continuation of per capita funding was referred to the Administration & Finance Executive Committee for recommendation. Attached to this report is the Safe Communities Rainy River District 2014-2015 Annual Report.

The Safe Communities Rainy River District is requesting continuation of the \$0.50 per capita funding for safety related programs that promote both healthy and safe lifestyles within the district. Based on our population of 7,955, the per capita funding would be in the amount of \$3,977.50 for 2016. The draft 2016 Operating Budget presently has a line item amount of \$4,000.00 for the Rainy River District Safety Coalition.



P. O. Box 124,
Fort Frances, ON
P9A 3M5



January 15, 2016,

Mayor and Council
Town of Fort Frances
320 Portage Ave
Fort Frances, ON P9A 3P9

Dear Mayor and Council,

Safe Communities Rainy River District would like to thank you for your support for the 2014-15 year. We look forward to hosting a strategic planning session including all of our partners in March of 2016. We will evaluate existing programs and look at developing new and exciting programs that promote both healthy and safe lifestyles within the district.

Safe Communities Rainy River District requests your consideration for the continuation of funding of \$.50 per capita for 2015/2016 endeavors, as we strive to ensure our communities become a safer place to live, learn, work, and play.

We continually look for new funding opportunities to help our programs and partners in the district. Again, we face multiple applications and shrinking dollars making our efforts more difficult each year.

We participate in Parachute Canada (parachutecanada.org) which keeps us in contact with safety programs nationwide and opportunities to expand our programs. a

Our website continues (www.safetycoalition.com) to market the programs that we are involved in as well as partners and links to various organizations throughout the region.

Attached you will find our 2014-2015 annual report for your review. If you have any questions, please do not hesitate to give us a call. Thank you in advance for your kind consideration to support our efforts.

Sincerely

Linda Plumridge, Chair
Safe Communities Rainy River District



safe  mmunities®
rainy river district

Table of Contents

Board of Directors	2
Notes from the Chair	3
REPORTS:	
Rainy River District Substance Abuse Prevention Team	4
Seniors and Law Enforcement Together (S.A.L.T.).....	5
Rainy River OPP Detachment	6
Rainy River District EMS	7
Prevent Alcohol & Risk-Related Trauma in Youth - Fort Frances (PARTY)	8
United Native Friendship Centre	9
Assisted Living Action Group	10
Northwestern Health Unit.....	11

2014-2015 Board of Directors

Linda Plumridge , Chair

Judith Lindholm, Secretary

Peggy Loyie, Director

John Beaton, Director

Felix Blasky, Director

Erma Armit, Director

Donna McKelvie, Director

Chad Buist, Director

Krista Anderson, Director

Notes from the Chair

"Working to become the safest community in Canada through effective Injury prevention and safety programs?"

Safe Communities Rainy River District with its partners is continuing to be active in the promotion of safety throughout our communities in the Rainy River District.

We gratefully acknowledge the financial support we receive from all of our municipalities and do our best to use the funds wisely.

This year we donated over \$5000 to various safety initiatives. This included donations to the Substance Abuse Safety Barbeque, the LaVallee Fire Department for educational supplies, training brochures for car seat safety, helping to send First Responders to a Safety Conference, acquiring Buddy Benches in all of our District Schools, Safe Grad parties, and Air Cadet safety training.

Our major expense each year is insurance on SIDNE (distracted driving go-kart) and METIman (training manikin). The Party Program, and John Beaton continue to book these for events to offset the costs of insurance and support.

Safe Communities partners meet quarterly to share programs, ideas and resources as well as plan safety projects. The Board of Directors meet monthly to conduct the business of the organization.

This fall we rolled out a campaign targeted at no texting while driving. We have purchased car air fresheners shaped like a cell phone carrying the slogan, "Your LIFE is more important than your text" These have been distributed at the safety barbecue, in the high school and at the Emo Safety night.

We continue to manage funds for different safety programs, maintain contacts with Safe Communities across the country through monthly conference calls, participate in Parachute Safety Programs including, bike safety and teen driver activities.

Our success in promoting safety within all of our district communities is dependent on all of our partners. Their dedication in providing safety programs is to be commended.

Safe Communities is making plans to host a strategic planning session which will include all of our partners. We want to ensure that we are identifying the safety issues, which affect our area, and then work toward sustainable solutions.

We will continue to work to "become the safest community in Canada through effective Injury prevention and safety programs?"

Linda Plumridge, Chair

November 2015

Substance Abuse Prevention Report

Over the last year the RRDSAPT has held:

- two workshops with Dr. Kiti Freier Randall – Nov 2014, Oct 2015
- Community Barbeque September 2015
- March Break Activities – Curling, Swimming, Science North, Skinning Rabbits, rabbit stew and snow shoeing

Seniors and Law Enforcement Together (S.A.L.T.)

Seniors and Law enforcement together (SALT) , November 1, 2014 to Oct 31, 2015

We assisted the OPP during Crime Prevention week on November 6 & 7, 2014.

We partnered with the NWHU in the acquisition and installation of the exercise equipment at the Marina. The equipment was used by many this summer and more pieces of equipment are being investigated.

The Eager B's continue to promote the benefits of exercise as it relates to senior's

We partnered with the Royal Bank to host several presentations on the Scams and Fraud. Presentations were at the Library and Sister Kennedy Centre.

Nell Laur attended an Elder Abuse workshop in Thunder Bay on March 6, 2015

SALT hosted a presentation by David Black (Community Paramedic Coordinator) on CREMS (Community referred emergency medical services).

We were involved with the Seniors Fair at Sister Kennedy centre on Sept 18, 2015

We volunteered at the Substance Abuse Prevention BBQ at the point on Sept 12, 2015

We participated in the Trunk or Treat Halloween activities in 2014 and 2015

We volunteered in the Stuff a Cruiser (OPP) campaign in 2014.

The subject of Radon Gas testing in our homes was discussed at our monthly meetings.

We created a donation and expense policy for SALT

Robert Schulz

SALT Chairman

Rainy River District OPP Detachment

Safe Communities Rainy River District.....

This past summer we had two summer students, Claire SANDELOVICH and Victoria BEAUDRY. Both were employed for a period of eight weeks. During the course of the summer they participated in many activities.

- conducted 6 bike rodeos throughout the district
- completed lock or lose in Fort Frances
- assisted at the Harmony of Nations, and Fort Frances Canadian Bass Championship tents
- assisted in the first riders program, a program that introduces young children in riding the bus for the first time and the safety aspects of it
- rode the police bikes around Fort Frances and Emo handing out McDonald coupons for ice cream/fries to youth who they encountered riding their bikes with helmets on. (McDonalds, (Phil Jones) donated the coupons
- had a booth on market Thursdays in Fort Frances promoting safety in the community. (Various hand outs were distributed
- At the Sorting Gap Marina handed out t-shirts who they encountered wearing life jackets and spoke about boating safety
- police stations tours to nursery school

Guy Beaudry

Community Safety Officer

Rainy River District Detachment

Safe Communities Partners Report

Rainy River District EMS 2015

Community Paramedicine- We are working with our community partners to deliver Community Referrals by Emergency Medical Services (CREMS), home assessments, discharge follow ups, blood pressure clinics, and public event coverage.

Public Access Defibrillation- We oversee 71 public access defibrillators across the district. We offer inspection, servicing, training, and resupply.

Cross Border Steering Committee- Quarterly meetings were held with our partners in the USA to develop contingency plans and share resources to prepare for mass casualty incidents or pandemics. Training opportunities were made available to attend FEMA integrated Emergency Management Courses. An international conference is planned for 2016 in International Falls.

Community Policing- In conjunction with The Community Policing Committee, we have taken part in numerous activities. These include Trunk or Treat, P.A.R.T.Y. Program, and Stuff a cruiser.

FFHS First Responders- We provide support to FFHS First Responder program. This includes training and equipment.

EMS Week- A staff BBQ was held to celebrate EMS week and promote Paramedicine. The public had a chance to meet the staff, tour the base and learn about the profession. Kids were provided with educational materials.

Breast Cancer Awareness Campaign- The staff paired up with Toronto EMS to bring public awareness to breast cancer. Pink gloves and epaulettes were worn throughout the month of October and the net proceeds of the epaulettes were donated to the breast cancer foundation.

LIFEPAK 15- Promoting the safety of our staff and wellbeing of patients, our new defibrillators are capable of monitoring carbon monoxide levels.

Public Education – School tours were setup with various programs to facilitate education, promote public safety and help student better understand our job. We have also teamed up with The Northwestern Health Unit to host car seat inspection clinics.

Prevent Alcohol & Risk-Related Trauma in Youth - Fort Frances (PARTY)

2015 P.A.R.T.Y. Report



This was another successful year educating youth in the choices and consequences of their decisions. Eight classes participated covering 96 students. To make the program work better, in consultation with the teachers, it was decided to have all the grade 9 gym classes attend. This provided consistency for having the same teachers bringing the students which so far has been working successfully.

New injury survivors are needed to tell students their stories of how they were affected by their own injuries or those of someone close to them.

A new group of 14 First Responders are being trained now and upon completion they will be mentored by current P.A.R.T.Y. helper first responders. This will give program more flexibility of having more helper students to educate their peers in Ft Frances as well as district. Distracted driving go-cart and tools are available to be booked for events. Contact partyprogramfortfrances@hotmail.com.

Continued funding for METIMAN operation are being provided by its rental as well as S.I.D.N.E. rentals.

A new project will be to fund upgrades of 3000.00 to S.I.D.N.E. to improve its usability.

Thank you to sponsors, McDonald's Rest., Safeway, RRDSC as well as our volunteers.

John Beaton, P.A.R.T.Y. Program Coordinator



In Unity There Is Strength

**516 Portage Avenue
PO Box 752 Fort Frances ON P9A 3N1
www.unfc.org
(807) 274-8541**

Safe Communities Rainy River District

November 2015

On behalf of the United Native Friendship Centre (UNFC) I wish submit our Annual Report.
The UNFC promotes safety through the following initiatives:

- Our Health & Safety committee consists of 7 members from our 3 sites who actively ensure safe practices and that our buildings and staff are up to date; which includes annual safety inspections, WHMIS training, First Aid/CPR training, and lock-down procedures at the Alternative Secondary School program (satellite of FFHS), etc.
-
- Throughout the year UNFC staff carried out and/or participated in various activities such as:

* Community Garden	* StreetWolf	* National Day of Remembrance
* Rainycrest Garden Party	* Stuff-a-Cruiser	* Veteran's Day Pow wow
* Kanawayhitowin (women abuse awareness)		* FASD Day
* Breakfast Buddies program at St Michael's School		* SAPT Community Safety Event
* MNR Stewardship Youth Rangers Program		* Strong Women's Circle
-
- UNFC staff take part in multiple community Boards and committees including:

Safe Communities, Substance Abuse Prevention Team, Homelessness Community Advisory, Elder Abuse Committee, Best Start Network, Coming Together for Kids Coalition, Victims Services Board, Health Access Centre Board, Native Housing Board, Legal Clinic Board, Justice Coordinating Committee, Sexual Assault Program Committee, RRDSB Mental Health Committee, Community Garden, First Nation, Metis and Inuit Education Advisory Committee, Diversity, and Interagency.

Thank you to the Safe Communities Rainy River District Board and members for their dedication to promoting safety. The collective of partners helping the communities with safety initiatives is commendable.

Sincerely,

Judith Lindholm,
UNFC Program Director



Mailing Address: 901 Shevlin Ave unit #201, Fort Frances ON P9A 3P2; Email: info@ffsalt.com; Web: www.ffmpeg.com

ALAG Annual Report to SCRRD Annual Meeting
November 2015

At an ALAG Associate Membership meeting 15th January, 2015, the ALAG Core Planning Team presented various potential management options that the Team had researched for the development of an Assisted Living/Retirement Living Facility to be built in Fort Frances. Consequently, there was a unanimous vote of the ALAG Associate Membership to work with Cherish Community Living Corporation's Team of professionals to move the project forward.

For the previous five years, ALAG's Core Planning team had worked tirelessly, gathering information that has been added to a feasibility study. Cherish has experience with planning, developing and operating the type of facility and program that is believed to be required to meet the needs of our aging population. It will be a for-profit venture.

The current phase of the project is slow going as issues of property securement, finances, legalities, etc. are being worked out by the Corporation. ALAG is hopeful for the future.

Respectfully submitted by,

Erma Armit, Assisted Living Action Group, Chair

Annual Report for Safe Communities – Rainy River District

The Northwestern Health Unit's mission is to improve the quality and length of life in our communities: healthy lifestyles, longer lives, lived well.

The Northwestern Health Unit continues to work with multiple partners and coalitions to deliver the following injury and substance misuse prevention efforts across the region:

- **Child Safety:** Home safety resources and education continue to be an integral part of the Family Health program. Staff are also involved in various family oriented safety events across the region, including family safety nights, family play dates, bike rodeos and Safe Kids Week activities.
- **Youth Safety:** Collaborated with community partners to bring "Sweet Life Roadshow" (Teens Learn to Drive) young driver safety program to communities in the Kenora District, with plans to host in Rainy River and Fort Frances High Schools for 2016. NWHU also promotes and supports Tobacco Reduction in Youth Partnership grants for projects led by youth and adults focussing on youth engagement and tobacco use prevention, cessation and protection. Staff are involved with Safe Grad, PARTY program and other youth-based safety initiatives across the region.
- **Senior's Safety:** NWHU staff hosted "Aging Well" events across the region, collaborating with more than 34 community partners to target older adults. The Aging Well campaign also included the development of a healthy aging reminders checklist, as well as resources for caregivers. Information on various "Aging Well" topics, including presentations and skill building workshops, are also provided upon request.
- **Kiss n' Ride:** The NWHU, along with numerous community partners, provided input into the initiative's review & recommendation report, and continues to support the Kiss and Ride program in Fort Frances.
- **Harm Reduction:** The NWHU continues to provide education and training upon request to community partners and the general public on topics including safe needle disposal and overdose reduction.
- **Car Seat Safety:** The NWHU provides regular car seat inspections and in-services for parents, caregivers and service providers. Car seat safety education is also a component of the NWHU prenatal class curriculum.
- **Coalitions & Partnerships:** Partnership is a key value of the NWHU, and is integral to the work that we do. The NWHU collaborates with many local, regional and provincial partners in the areas of injury and substance misuse prevention, including: Healthy Community Coalitions, school and parent councils, Seniors and Law Enforcement Together, Substance Abuse Prevention Team, Mental Health Working Group, Celebrating Diversity Committee, Safe and Healthy Lifestyles Committee, Atikokan Next Generation, EAGER B's and more.
- **Playground Activity Leaders in Schools (PALS):** The NWHU continues to work with over 200 peer leaders to implement the PALS program in elementary schools across the region. PALS is a peer-led program with the following objectives: decrease bullying, increase physical activity opportunities and building leadership skills.

The Northwestern Health Unit looks forward to continuing our membership with Safe Communities- Rainy River District, and maintaining quality, comprehensive injury prevention planning and programs across the District.

Financial Report For the period August 1, 2014 to July 31, 2015

Income Report for SCRDR at Year-End of July 31, 2015

Funding

Municipal Per Capita Donation	3905.50*
Total Funding	3905.50
Other Revenue	
Interest	183.01
Total Other Funding	<u>183.01</u>
Total Revenue	4088.51

Expense

Advertising	114.13
Bank charges	67.60
Insurance	3173.04
Postage	169.50
Office	29.27
Meals	717.55
Gen	13.53
Donations	<u>5557.52**</u>
Total Expenses	9842.14
Net Income	(-5753.63)

*Per capita of 3977.50 received Nov 23, 2015

**DONATIONS:

SAPT Safety Barbecue- Sep 2014	1000.00
LaVallee Fire Department	500.00
Car Seat Safety	457.52
First Responder Conference	500.00
Buddy Benches	2400.00
Safe Grad Fort Frances	250.00
Safe Grad Rainy River	250.00
FF Air Cadets – safety programming	<u>200.00</u>
	5357.52

2014-2015 SCR RD Balance Sheet

(At year-end of July 31, 2015)

ASSETS

Chequing Account Balance	40440.91
Investment Account	<u>10996.80</u>
Total Current Assets	51437.71

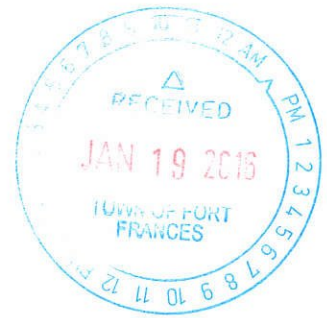
Funds Managed

CN Safety	4585.29
SAPT	18548.35
Seniors	4015.25
Sidne/Mediman	2455.66
Photo Voice	<u>4050.00</u>
Total Funds Managed	33536.79

Total SCR RD	17900.92
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Mayor Avis and Council
320 Portage Ave.
Fort Frances, ON
P9A 3P9



We are very happy to report that recent upgrades to our network allows for faster internet speeds in Fort Frances. Additionally, we are now able to offer Shaw Go WiFi in Fort Frances. Shaw would like to enter into a municipal WiFi agreement with the City so that we can offer WiFi in municipal facilities at no cost to the City or to the facility user.

Shaw has over 95 municipal WiFi agreements with municipalities across Canada, including in Kenora, Dryden, Winnipeg, and Edmonton. The majority of these are guest access agreements, in which all facility users are given access to the WiFi network at no cost. Shaw customers have unlimited access to the WiFi network, and non-Shaw customers login as a guest and are provided 500Mb. of service per 30 day period, which automatically re-news after 30 days.

I have attached a first draft of our Guest Access agreement. This draft is a starting point, and we will work with the City to address any concerns and make any necessary alterations to ensure it meets the needs of the City. As you will see our agreement is nonexclusive, and it does not limit the City from entering into Wifi agreements with any other parties or service providers. The City will have final say on all potential WiFi locations.

I have also attached a brief explanation of how our Guest Access system works. Any non-Shaw customer can log onto the network, they must provide their name, postal code, and e-mail address, and they will be granted access. Guests will enjoy the same great speeds and service as Shaw Customers, within the data cap.

As the world becomes increasingly connected expectations of the public for internet access continue to grow. By working with Shaw to offer free WiFi in municipal facilities, the City is meeting and exceeding the expectations of their residents and guests at no cost to the city.

I would be more than happy to answer any questions related to this proposal or come in for a presentation, if you feel it appropriate. I look forward to working with you to offer this service to the people of Fort Frances.

Regards,

Ian Phillips
Government Relations Manager

FACILITIES ATTACHMENT LICENSE AGREEMENT

This Facilities Attachment License Agreement (this "**Agreement**") between the City of Fort Frances (the "**City**") and Shaw Cablesystems Limited ("**Shaw**") outlines the terms agreed to by the parties regarding the granting of access to and use by Shaw of certain City facilities for the purpose of the provision of Shaw's Wi-Fi services.

In consideration of the mutual agreements and promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, Shaw and the City agree as follows:

1. **Grant:** The City hereby consents and grants Shaw a non-exclusive right and license to access and attach in, on or to the City's facilities, including, but not limited to, attaching to, on or within traffic lights, cross walk poles, aerial structures, vehicle and/or public transportation corridors, lands and/or civic buildings owned by or under the direction, control and management of the City (collectively, "**Facilities**"), to install, operate and maintain certain telecommunication devices, cable and related equipment (the "**Work**") used for the purpose of transmission, emission or reception of signs, signals, writings, images, sounds or intelligence of any nature related to Shaw's Wi-Fi services (the "**Purpose**").
2. **Term:** The term of this Agreement shall commence on February 15th, 2016 and shall continue for a period of ten (10) years and shall auto renew for successive five (5) year periods (collectively, the "**Term**") unless a party to this Agreement notifies the other party one (1) year prior to the expiry of such renewal term. Either party may terminate this Agreement if the other party breaches any of its material obligations hereunder and fails to remedy or commence actions to remedy such breach within thirty (30) days of receipt of notice from the non-breaching party.
3. **Work on the Facilities:** Prior to any Work Shaw shall obtain the City's consent for such Work at a particular Facility. Upon Shaw obtaining such consent, Shaw agrees that all Work shall: (a) be carried out in a good, workmanlike and timely manner; (b) not unduly interfere with the Facilities; (c) comply with all applicable construction and safety codes; and (d) be responsible for all of its costs for its Work. Upon completion of the Work Shaw shall restore and repair any damage caused by the Work to the Facilities to the condition in which it existed prior to the Work.
4. **No Interference:** The City shall not alter, remove or access Shaw's Work without Shaw's prior written approval nor shall the City install or permit third parties to make installations of any equipment on or in the Facilities that causes interference with the Work without Shaw's prior written consent. The City agrees that upon receipt of notice by Shaw of such interference it shall immediately make or cause to be made such adjustments to such equipment to eliminate the interference. Shaw shall not alter, remove or access any City property or third party property located on Facilities without the City's prior written approval. For the purpose of clarity, neither party is responsible for any interference caused by radio waves or other technologies used by any person at the Facilities where the Work is located.
5. **Indemnity:** Each party (an "**Indemnifying Party**") shall indemnify and save harmless the other party (the "**Indemnified Party**") from and against all actions, causes of action, proceedings, claims and demands brought against the Indemnified Party, for all losses, costs, or expenses incurred by the Indemnified Party, for damage to property, including property of the Indemnified Party or any third party, and for injury to persons incurred by the Indemnified Party, including its employees, servants, agents, and licensees or any third party, caused by, or

attributable to, the negligence or willful act or omission of the Indemnifying Party or any of its employees, servants or agents as a result of this Agreement. Neither the City nor Shaw shall be liable for indirect or consequential losses or damages, or for damages for pure economic loss, howsoever caused or contributed to, in connection with this Agreement or with any of Shaw's Work.

6. Insurance: Shaw shall maintain general liability insurance to protect from claims for damages, personal injury, including death, and for claims from property damages which may arise from the Work. Such insurance limits shall not be less than five million dollars (\$5,000,000.00) for each occurrence and shall add the City as an additional insured.

7. Abandonment: Shaw may abandon its use of part or all of the Facilities at any time during the Term. Shaw may remove any Work it abandons that is installed on Facilities.

8. Relocation: If at any time during the Term, the City is required to relocate a particular Facility that has Work attached to it, the City shall provide Shaw with no less than ninety (90) calendar days notice. Shaw shall at its cost remove the Work from the affected Facility immediately upon the expiry of the notice period. If Shaw fails to remove such Work, the City may remove the Work and the reasonable costs incurred by the City shall be payable by Shaw. If the affected Facility is moved to a new location Shaw shall be permitted to relocate its Work to the Facility at the new location; or in the alternative if such relocation is not feasible or if the new location is not in the immediate area of the original site, the City will reasonably assist Shaw in finding a suitable alternative location for such Work.

9. In consideration of the grant herein by the City to Shaw, Shaw hereby agrees to offer the general public complimentary guest access to use the Shaw Go WiFi services. Such general public use will be subject to Shaw's Guest Access terms and policies and will be limited to use at each Facility where Shaw has installed and is operating attachment points.

10. Ownership: The City acknowledges that notwithstanding any rule of law or equity to the contrary, all Work installed by Shaw will remain the property of Shaw even though it is attached to the Facilities.

11. Governing Law: This Agreement will be governed by and construed under the laws of the Province of _____. The parties agree to submit any dispute regarding this Agreement to the exclusive jurisdiction of a competent court located within the Province of _____.

12. Binding Agreement: The parties agree that this Agreement and the agreements and understandings set out herein will be binding upon and enforceable against the parties.

ACCEPTED AND AGREED:

SHAW CABLESYSTEMS LIMITED

[_____]

By:

By:

Name/Title:

Name/Title:

Shaw's Go WiFi Guest Service:

To create a Guest Account, users need to provide the following information:

- Name, Postal Code, Verified Email Address, and Password.
- To gain Guest Access users will need to accept the Terms of Use and agree to be sent occasional product communiqués and surveys on a select basis.
- The registration process only needs to be done once. After this, users can sign in using their existing Guest Account in select City locations.

Is there a limit to how much a user can download with their Guest Access Account?

- Access to the Shaw Go WiFi Guest Network gives users access to 500 megabytes of data for a period of 30-days. This 500 megabyte allotment is automatically renewed after the 30 days is up.
- If users go over this amount before the 30 day period has ended, they'll need to wait until the 30 days expire to connect to the network again.
- To help conserve guest user's monthly data usage, they are automatically logged out after five minutes of inactivity.

Does the user have to Login their credentials every time they want to connect to the Guest Network?

- Yes, to login users just need to provide their login email address and password. However, users do not need to create a new Guest Account. If users are automatically logged out after five minutes of inactivity, they will need to login again.

How will the Guest Account information be used for marketing purposes?

- This information provided by users of the public Shaw Go WiFi service, gives Shaw the ability to send guests useful information on Shaw products and services. It also helps Shaw to gather information on the quality of the network in order to help Shaw identify any potential problems.
- Shaw will not be sending Guest Users information frequently, as they are committed to providing users with the best Shaw Go WiFi Guest Access experience possible.
- Shaw does not distribute or sell any personally identifiable customer information to third-party advertisers or websites for advertising purposes. This information shall be maintained in accordance with Shaw's Privacy Policy.

TO: Administration & Finance Executive Committee
FROM: Laurie Witherspoon, Treasurer
DATE: January 29, 2016
SUBJECT: Rainy River Future Development Corporation per Capita Request

BACKGROUND

The attached letter was received from Janice Beazley, Chair of the Rainy River Future Development Corporation (RRFDC) requesting \$7.00 per capital financial contribution.

As stated in their request, RRFDC is progressing with the three-year economic diversification project focusing on eight areas of the regional economy to encourage development and growth. The requested contribution from the Town of Fort Frances is \$55,685 for 2016.



**RAINY RIVER FUTURE
DEVELOPMENT CORPORATION**
A Community Futures Development Corporation



January 6, 2016

Town of Fort Frances
320 Portage Ave.
Fort Frances, Ontario
P9A 3P9

Dear Mayor *Ray* & Council:

Rainy River Future Development Corporation (RRFDC) is again seeking the financial support of all of our area Municipalities.

We are progressing with our new three year economic diversification project. The project focuses on the eight areas of the regional economy in which we hope to encourage development and growth. This project is supported in part by your municipal per capita contributions which helps to leverage both Provincial and Federal funds.

Some of the projects this past year have been Tile Drainage, Land Clearing and Broadband Improvement. All of which, have affected the Town of Fort Frances.

We are requesting your participation in our Corporation by way of a municipal \$7.00 per capita contribution. The amount requested for the 2016-17 year is **\$55685**, based on your municipal population of **7955** as stated in the 2015/2016 Association of Municipalities, Clerks & Treasurers (AMCTO) Directory.

As always, we are available to meet with your Council to discuss our projects and determine what other support we can offer your community.

Sincerely,

Janice Beazley
Chair



TO: Administration & Finance Executive Committee

FROM: Dawn Galusha, Deputy Treasurer

DATE: January 11, 2016

SUBJECT: POA Write-Off Request

BACKGROUND

The Provincial Offences Act Collection/Write-Off Policy No. 1.13 provides guidelines for write-off of items deemed uncollectable when all appropriate collection steps as per policy have been exhausted and the fine has been in default for six (6) years. As stated in the policy, fines are written off for accounting purposes only and do not absolve a convicted offender from the requirement to pay a fine as debts to the Crown are owed in perpetuity and are never forgiven.

The Annual Write-off report, as compiled by POA Staff, included all records up to October 13, 2015 for 2009 convictions and was presented to the Municipal Partners for perusal on October 28, 2015. The final write-off total as at December 31, 2015, in the amount of \$553,138.09, is now being brought forward to the Administration & Finance Executive Committee for recommendation.

**Fort Frances Court Services
Annual Write-Off Report Form
2009 Convictions
as at December 31, 2015**

Write-Off Category	# of Records	Value	Avg Fine Amount
2009 Convictions - under \$100	23	1,870.56	\$81.33
2009 Convictions - between \$100-\$1,000	236	42,072.61	\$178.27
2009 Convictions - over \$1,000	12	505,149.03	\$42,095.75
Underpayments \$25 or less	28	277.94	\$9.93
Deceased Persons	15	\$3,767.95	\$251.20
	314	\$553,138.09	

Write-Off Per Statute

Write-Off Category	# of Records	Value	Avg Fine Amount
Liquor License Act	142	17,564.16	\$123.69
Highway Traffic Act	103	43,685.08	\$424.13
Fish & Wildlife, Ontario Fishery	5	2,125.57	\$425.11
Compulsory Auto Insurance Act	7	4,718.16	\$674.02
Environmental Protection Act/OHSA	3	476,637.62	\$158,879.21
Railway Safety Act/Trespassing Act	42	5,586.18	\$133.00
Miscellaneous Statutes	12	2,821.32	\$235.11
	314	\$553,138.09	

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To: Administration & Finance Executive Committee
FROM: Laurie Witherspoon, Treasurer
DATE: January 29, 2016
Subject: Councillor Ken Perry – NOMA Executive Meeting Per Diem Claim

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend a NOMA Executive Meeting held in Thunder Bay on January 27, 2016 as submitted by Councillor Ken Perry.

The per diem claim is in compliance with the Town of Fort Frances By-Law 02/10-B Schedule ‘A’.

TOWN OF FORT FRANCES - SCHEDULE "F"
TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM

Attendee <i>Ken Perry</i>	
Conference / Seminar Attended	<i>NOMA Board meeting</i>
Location <i>Victoria Inn</i>	<i>Thunder Bay</i>
Dates	<i>Jan 27 / 16</i>

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			<i>Jan 27</i>					
Amount			<i>150.⁰⁰</i>					<i>150.⁰⁰</i>

Name (Please Print) <i>Ken Perry</i>	Signature <i>Ken Perry</i>
Approved	Date

To be submitted to Payroll for processing when approved by Council

TO: Administration & Finance Executive Committee
FROM: Laurie Witherspoon, Treasurer
DATE: January 29, 2016
SUBJECT: BIA Commitment for Rainy Lake Hotel Market Square Project

BACKGROUND

Attached is a copy of a letter to Mayor & Council dated June 5, 2012 from Richard Boileau, Vice-Chair of the BIA Board of Directors outlining their commitment/contribution(s) to the Rainy Lake Hotel Market Square project.

T. Rob, CBO and myself met with Mr. Boileau to review the BIA's commitment to the market Square project. Mr. Boileau will bring forward their commitment at the next Board of Director's meeting for authorization to make payment toward the 2015 demolition, their 2016 contribution and the balance amount for payment over 10 years.

THE GREAT CANADIAN MAIN
STREET
ASSOCIATION



335 Scott Street, Fort Frances, ON P9A 1H1
Phone: 807.274.7502
Email: biadff@vianet.ca

June 5, 2012

Fort Frances Town Council
320 Portage Ave
Fort Frances, On
P9A 3P9

Dear Mayor and Council:

The Great Canadian Main Street (BIA) Board of Directors supports the development of The Rainy Lake Market Square on The Great Canadian Main Street. We, the BIA Board of Directors, are prepared to request our membership approve the following Commitment to this project:

Cash	\$40,000
Loan - amortized over 10 years	\$120,000
10 Year Pledge for Advertising at \$1,000/year	\$10,000
10 Year Pledge for Visual Improvements at \$1000/year (such as Planters & Plants, Murals, Banners, Sculptures, Artwork)	\$10,000
<hr/>	
Total	\$180,000

Sincerely,

Richard Boileau
Vice-Chairman
Business Improvement Area



January 15, 2016
Via email

Assessment Review Board

655 Bay Street
Suite 1500
Toronto, Ontario
M5G 1E5

Attention: Kelly Triantafilou, Deputy Registrar

Dear Madam:

Re: CANADIAN TIRE REAL ESTATE – August 12th Hearing Date (No. 591129)

As per instructions from our client, we wish to withdraw the appeals made against the assessment of the following:

Address	Roll No.	Complaint No.	Section	Tax Year
1000 KINGS HIGHWAY RIVER, FORT FRANCES	59-12-010-006-084-00	2923394	40	2012
		2695903	40	2011
		2349075	40	2010
		2038915	40	2009

Should you require any further information, please contact us. In the meantime, thank you for your assistance.

Yours truly,

Kimberly van Vliet, BA, AIMA
Director

AEC Paralegal Professional Corporation

c.c. Manager of Case Management – MPAC – via email
Carl Davis - Conway Davis Gryski – via email
Brad Nixon - Nixon Fleet & Poole LLP – via email
Fort Frances Municipality – via email

January 28, 2016

Subject: Update on Canadian Tire Corporation's Assessment Appeals

MTAG has been working with a broad group of municipalities that are recipients of appeals relating to free Standing Canadian Tire stores across Ontario. Acting on behalf of many of those affected, we have endeavoured to provide updates on activities transpiring between the appellant and MPAC and seek input from the coalition on next steps that might be undertaken. The following update is a result of our most recent dialogue with MPAC on this subject.

It has been brought to our attention that MPAC and CTC plan to reconvene to continue their discussions on February 3, 2016. MTAG, and several members of the Municipal Working Group, have been invited to attend with the objective of reviewing the tabled issues allowing us to continue exchange ideas and communicate their associated impact to the broader group.

To date, the working group has met via teleconference on several occasions to review and discuss the preliminary data submitted by both MPAC and CTC. The collaboration has allowed us to collectively communicate questions to both parties and request materials pertinent to the issues being raised. It is our current expectation that the requested materials will be produced at the February meeting, allowing us to focus on the formulation of a response to each party's position.

The MWG is committed to reviewing the issues as they apply to all municipalities and to provide insight into any possible settlement of the outstanding appeals as they arise. Our strong working relationship with MPAC has resulted in the commitment of their new Vice President of Municipal and Stakeholder Relations, Carla Nell, to assist with these broad based communications.

Following our February 3 meeting, we will provide another update on the status of this matter.

Should you have any questions in respect to this matter, please do not hesitate to contact the undersigned accordingly.

Best Regards,

Robert (Bob) Heil,
Managing Director and Vice President
Telephone: 289-270-2988
Toll Free: 1-888-552-9403
Cell phone: 905-246-3933
robert.heil@municipaltaxadvisory.com