

# TOWN OF FORT FRANCES

## Planning & Development Executive Committee

### AGENDA - June 6, 2016 at 8:00 AM

#### MEETING - Civic Centre - Commitete Room

	Page
1. <b><u>Call to Order</u></b> Session #11	
2. <b><u>Disclosure of pecuniary interest and the general nature thereof</u></b>	
3. <b><u>Approval of Previous Committee Minutes</u></b> 3.1 Approval of the May 16, 2016 Meeting Minutes	2 - 3
4. <b><u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u></b>	
5. <b><u>In-Camera</u></b>	
6. <b><u>Items Referred from Council</u></b> 6.1 Request dated May 12, 2016 from Fort Frances Canadian Bass Championship Inc. re: FFCBC Championships (July 20th - 23rd, 2016).	4 - 7
7. <b><u>New Business</u></b> 7.1 P. Briere - Traffic Control By-Law Amendments 7.2 P. Briere - Sister Kennedy Centre Request RE Calendar Parking on Nelson Street	8 - 11 12 - 15
8. <b><u>Outstanding Items</u></b>	
9. <b><u>Information</u></b>	
10. <b><u>Non-agenda Items</u></b>	
11. <b><u>Adjourn / Next Meeting Date</u></b>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #10

May 16, 2016

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre - Committee Room on May 16, 2016 from 8:00 a.m. to 8:57 a.m.

PRESENT: D. Kitowski, Chair, W. Brunetta, J. Albanese, Councillors

ALSO PRESENT: M. McCaig, CAO, L. Slomke, Clerk, D. Brown, Manager of O&F, T. Rob Secretary,

1. **Call to Order - 8:00**  
Session #10
2. **Disclosure of pecuniary interest and the general nature thereof**  
- None
3. **Approval of Previous Committee Minutes**
  - 3.1 Approval of the May 2, 2016 committee meeting minutes  
- Approved as circulated
4. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**  
- None
5. **In-Camera**  
- None
6. **Items Referred from Council**  
- None
7. **New Business**
  - 7.1 T.Rob - Installation of services for 625 Nelson Street - SynCOR Development  
- A lengthy discussion about the servicing of the property and the condition of the existing mains was had. The recommendation of the Planning and Development Executive Committee is to maintain the original commitment of the installation of 1 sanitary, 1 water and possibly 1 storm sewer service to that property. Further pricing for the remaining services installations was to be determined and provided to SynCOR and the Town would look to rehabilitate that roadway next year.
  - 7.2 P. Briere - Temporary Traffic Control By-Law for Colonization Road East Road Reconstruction  
- The recommendation of the Planning and Development Executive Committee is to approve the proposed amendments to facilitate the construction project.
8. **Outstanding Items**  
- None
9. **Information**  
- None
10. **Non-agenda Items**  
- None

- 11. Adjourn / Next Meeting Date - 8:57am**  
June 6, 2016

Executive Committee Chair

T. Rob, Chief Building Official



## P&D Executive Committee Report

**To:** Planning and Development Executive Committee

**Re:** Request Dated May 12, 2016 from the Fort Frances Canadian Bass Championship (July 20th – July 23<sup>rd</sup>, 2016)

**Date:** June 2, 2016

**From:** Travis Rob, Secretary PDEC

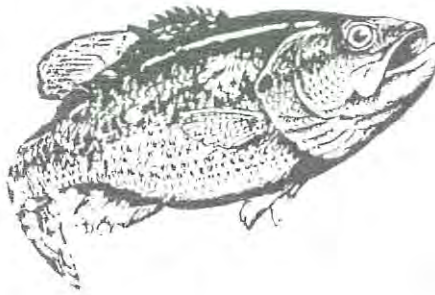
A request from the Fort Frances Canadian Bass Championship (FFCBC) was received by Mayor and Council at their meeting held Monday May 25, 2015 which was referred to the A&F Executive Committee with input from all other executives. The item requested relating to the Planning and Development Executive Committee is for the town to look at charges associated with the Building Permit for the setup of the tent on Front Street.

The FFCBC has submitted similar request to this for numerous years previously, and traditionally these requests have been handled the same way. Historically the FFCBC completes a building permit application, FFCBC was to submit notice of insurance whereby the Town was to be listed as an additional insured, and obtain an occupancy permit. The fees associated with the Building Permit were waived.

Respectfully Submitted,  
Planning & Development Executive Committee

A handwritten signature in black ink, appearing to read "Travis Rob".

Travis Rob  
Secretary, Planning & Development Executive Committee



Canadian  
Bass Championship Inc.  
P.O. Box 531  
Fort Frances, ON  
P9A 3M8

May 12, 2016

Mayor and Town Council

Town of Fort Frances  
P.O. Box 38  
Fort Frances, Ontario  
P9A 3M5

Re: Fort Frances Canadian Bass Championships (July 20th - July 23rd, 2016)

Dear Mayor and Councillors:

The FFCBC directors sincerely appreciate your significant contributions to facilitate the 2016 event. The Town of Fort Frances is a valued sponsor of the FFCBC since its creation in 1995.

We respectfully request the following support from the Town of Fort Frances:

- 1) Designate, in writing, the "Fort Frances Canadian Bass Championship Live Release Tournament" as a significant community festival & event.
- 2) Authorize use of the Memorial Sports Centre Stage, Tables, Chairs & Town picnic tables. FFCBC will arrange for pick-up and return.
- 3) Supply the FFCBC with the necessary documents to facilitate closing road to accommodate tent.

- 4) We submit a request to the Town of Fort Frances for the use of four barricades for the use at the Sorting Gap.
- 5) The FFCBC will be filling out a building permit application for the erection of the tent, we ask the town look at any charges associated.
- 6) Provide us, early in July, with list of Sorting Gap Marina slip lessees. We will contact the lessees with a formal request for the possible use of their slips during the tournament.
- 7) Waive launch fees for tournament competitors and volunteers from July 20th to 23rd . We will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there.
- 8) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years.
- 9) Allow the tournament to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event.
- 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key.

We look forward to discussing our request in greater detail at your convenience and invite any Town Council to any FFCBC board meeting.

Respectfully,

Wayne Allen, Co-Chairman

Jim Cuthbertson, Co-Chairman

#### 2016 FFCBC Board of Directors

Wayne Allen	Co-Chair/Bar Operations
Nikki Paddock	Volunteers/Teen Dance
Kathy Cuthbertson	Food Court
Jim Cuthbertson	Co-Chair/Site & Facilities
Greg Gustafson	Treasurer/Angler Registrations
Paul Jewiss	Anglers' Representative
Kevin Cawston	Fish Care
Paul Cousineau	Weigh Master

Troy Norman  
Robin Reid

Director  
Director



Date: May 9, 2016

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

Re: Traffic Control By-Law Amendments.

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The By-Law Enforcement Department has received parking concerns from the Fort Frances Library & Technology Centre in regards to people parking within the Fire Lane and Handicap Parking Stalls within their parking lot. This department upon review of the Traffic Control By-Law #21/14 discovered that the Fire Lane and Handicap Parking Stalls were not incorporated in the By-Law when the building was constructed. Going forward to ensure that these locations are fully enforceable by our department we are requesting to have the following added into the Traffic Control By-Law #21/14:

**TOWN OF FORT FRANCES**

**BY-LAW NO. 21/14**

**FIRE ROUTES**

**SCHEDULE "B-1"**

<u>NO.</u>	<u>STREET</u>	<u>LOCATION</u>
13.	Fort Frances Library & Technology Centre 600 Reid Avenue	RIVR PT LOT 24 PCL 9272 & 12718.

**TOWN OF FORT FRANCES**

**BY-LAW NO. 21/14**

**HANDICAPPED PARKING ONLY**

**SCHEDULE "C"**

- NO.
24. The First six (6) designated parking stalls numbered B1, C1, D1, E1, F1, and G1 in the Fort Frances Library & Technology Centre's parking lot.

By-Law Enforcement is asking the Planning & Development Executive Committee with input from Community Services Executive Committee and the Library Board to recommend that Council approve the amendments to the Traffic Control By-Law #21/14 and authorize an amendment by-law for signing by Mayor and Clerk.

Respectfully submitted,

  
Patrick Briere  
By-Law Enforcement Officer





Fire lane

single post  
double  
signed

C1 D1

C2 D2

C3 D3

C4 D4

C5 D5

C6 D6

C7 D7

C8 D8

C9 D9

C10 D10

C11 D11

C12 D12

single post  
double  
signed

E1 F1

E2 F2

E3 F3

E4 F4

E5 F5

E6 F6

E7 F7

E8 F8

E9 F9

E10 F10

E11 F11

E12 F12

G1

G2

G3

G4

G5

G6

G7

G8

G9

G10

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B11

B12

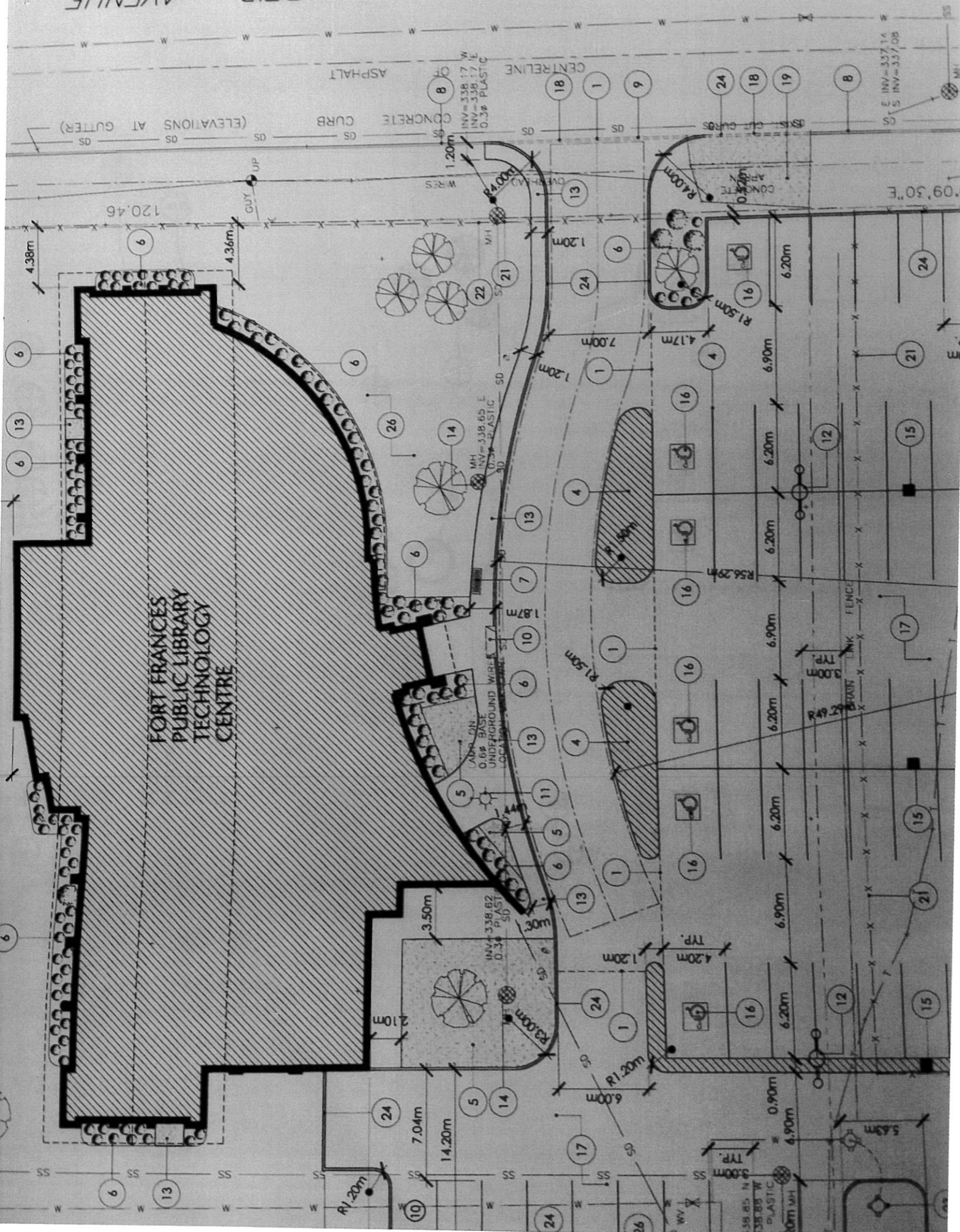
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Gillon Street





Jason Kabel/Frances

19/05/2016 10:14 AM


To Patrick Briere/Frances@Frances

cc Arlene Byrnes/Frances@Frances

bcc

Subject Re: FFPLTC Parking. 

History:

 This message has been replied to.

Hi Patrick,

The FFPLTC parking lot report that you provided was approved and endorsed by both committees as follows:

CSEC - Monday, May 16

FFPLTC Board - Wednesday, May 18

Please let me know if you need anything else in this regard.

Thanks,  
Jason



Jason Kabel, B.Sc., B.Ed.

Manager of Community Services

740 Scott Street Fort Frances, ON P9A 1H8

Tel: 807-274-4561 ext. 11 Fax: 807-274-3799

[jkabel@fort-frances.com](mailto:jkabel@fort-frances.com) | [www.fort-frances.com](http://www.fort-frances.com)

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Patrick Briere---05/10/2016 04:19:06 PM---Patrick Briere/Frances

Patrick  
Briere/Fr  
ances

To Jason Kabel/Frances@Frances

cc

05/10/20  
16 04:19  
PM

Subject Re: FFPLTC Parking. 

Thanks Jason, if there are any questions you can't answer call me on my cell phone 276-2293 and I can talk via speaker phone if needed to answer any questions.

Patrick Briere, CPSO  
By-Law Enforcement Officer/Public Information Officer  
Town of Fort Frances  
[www.fort-frances.com](http://www.fort-frances.com)  
PH: 1-807-274-5323 ext. 255  
Fax: 1-807-274-8479

Report To: Planning & Development Executive Committee

From: Patrick Briere, By-Law Enforcement Officer

Re: Sister Kennedy Centre Request to Calendar Parking on Nelson Street.

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Council will recall that the Town of Fort Frances has received on an annual basis requests from the Sister Kennedy Centre in regards to the suspension of calendar parking on Nelson Street to accommodate parking for the District 1A Senior Games.

On Friday May 20, 2016, I received a letter from the Sister Kennedy Centre's Senior Games Committee Member Irene Laing, requesting the parking accommodation for Nelson Street. As per previous year's requests, this office has no concerns with making this parking accommodation for the Sister Kennedy Centre.

Attached to this report is a copy of a map displaying the 400 & 500 Blocks of Nelson Street and a copy of the letter from the Sister Kennedy Centre's Senior Games Committee Member Irene Laing.

We are asking the Planning & Development to recommend to Council that the request from the Sister Kennedy Centre to suspend Calendar Parking in the 400 & 500 Blocks of Nelson Street on June 7<sup>th</sup> & 8<sup>th</sup>, 2016 to accommodate the District 1A Senior Games be approved.

Respectfully submitted



Patrick Briere  
By-Law Enforcement Officer



**SISTER KENNEDY CENTRE**  
401 NELSON STREET  
FORT FRANCES, ONTARIO  
P9A 3B5  
807-274-7656

Mr. Patrick Briere  
By-Law Enforcement  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON P9A 3P9

May 20, 2016

Dear Mr. Briere:

The Sister Kennedy Centre will be hosting the District 1A Senior Games on June 7 and 8 at the Centre. The event will run from 9 a.m. to 4 p.m. each day. As we anticipate attendance of 100 people parking will be a problem, especially since the Centre's parking lot will only hold a dozen or so cars.

Would it be possible to waive the calendar parking restriction on the 400 and 500 blocks of Nelson Street on that day in order to facilitate parking for Fair participants?

Your cooperation on this matter would be greatly appreciated. Thanks for your assistance.

Sincerely



Irene Laing  
Senior Games Committee







