

TOWN OF FORT FRANCES

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

AGENDA - AUGUST 8, 2016 -11:30 A.M.

MEETING -COMMITTEE ROOM - CIVIC CENTRE

Page

1. **Call to Order**
2. **Non-agenda Committee items which because of urgency cannot be deferred to a subsequent meeting, identified to be considered later in the meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof**
4. **Approval of Previous Advisory Committee Minutes**
 - 4.1 April 11, 2016 and May 2nd, 2016 Meeting Minutes. 3 - 6
5. **Items Referred from Council**
6. **New Business**
 - 6.1 D. Fortes - Employment Shortage for Small Business.
7. **Standing Items**
 - 7.1 Signage - Status update - Banners. 7 - 8
 - 7.2 Rainy Lake Market Square Status Update. 9 - 10
 - 7.3 **Strategic Plan Initiatives (continuing discussion).**
 - 1) **Sports Tourism Initiative - Item No. 11 - Target Date - September 2016**

The Town will examine all aspects and potential opportunities related to sports tourism within the community, including the potential for expansion of existing services and event offerings.
 - 2) **"Boundless Branding - Item No. 39 - Target Date - October 2016**

The Town will ensure that a complete and effective implementation of the Town's recent branding initiative is implemented throughout the Community and its operations.
 - 3) **Kiwanis Sunny Cove Camp - Item No. 25 - Target Date - November 2016**

The Town will investigate the long-term use and potential of the camp for youth programming and economic

development opportunities.

4) WiFi Expansion - Item No. 12 - Target Date - March 2017

The Town will investigate the viability of expanding free Wi-Fi offerings in the Community.

8. Non-agenda Items

9. Adjourn / Next Meeting Date - September 12th, 2016

TOWN OF FORT FRANCES

MINUTES

April 11, 2016

The meeting of Economic Development Advisory Committee of the Town of Fort Frances was held in the Committee Room on April 11, 2016 from 11:40 a.m. to 1:05p.m.

PRESENT: G. Rogozinski, Chair, E. Fagerdahl, D. Fortes, C. Mallory, J. Gillon, R. Avis, K. Perry

ALSO PRESENT: G. Gillon, RRFDC, A. Byrnes and P. Briere (By-Law Enforcement), J. Cumming and K. Lawson, Secretary.

REGRETS: M. McCaig, K. McCaig, J. Lampi-Hughes, J. McTaggart, M. Caron and T. Drysdale (RRFDC).

1. Call to Order - 11:40 a.m.

2. Non-agenda Committee items which because of urgency cannot be deferred to a subsequent meeting, identified to be considered later in the meeting.

2.1 1) Sports Tourism Update.

3. Disclosure of pecuniary interest and the general nature thereof

4. Items Referred from Council

4.1 "Fight the Blight" - Presentation from A. Byrnes and P. Briere, Town of Fort Frances By-Law Department.
- Arlene Byrnes and Patrick Briers provided an update on the "Fight The Blight" Initiative. They identified the dates where residents could place their bags or receptacles out without the use of a bag tag and are reminding residents that they still need to comply with the 40 pound weight limit. The free dump days are scheduled for May 14th and May 15th from 7:00 a.m. to 7:00 p.m. Residents should bring identification showing their residency. The Town Wide Clean Up is scheduled between May 16th and 19th. Please call the By-Law Department to schedule a pick up. They also extended an invitation to anyone who might be interested in volunteering. Mayor Avis and Mark McCaig expressed their appreciation for the hard work and efforts by both Ms. Byrnes and Mr. Briere.

4.2 Downtown Parking Issues - (Town of Fort Frances By-Law Department will be in attendance).
- Arlene Byrnes and Patrick Briere, By-Law Department provided members with an update on the feedback and options the Town is considering in dealing with the parking issues in the downtown core. The overall reaction from the downtown business owners has been negative with respect to the implementation of parking meters. Committee members thanked Ms. Byrnes and Mr. Briere for their efforts to date.

5. New Business

5.1 Update re: International Falls Market Assessment Survey.
G. Gillon provided a brief update of the telephone survey undertaken by Andrew J. Enns, ENRG Research Group, of Koochiching County residents in hopes of gaining a better insight into the shopping and spending patterns of the cross-border travellers. Results of the survey will be made available at the next regular meeting of the committee.

5.2 Update re: April 6th Presentation from C. Fields
- G. Gillon provided an update on the presentation given by Senior Strategist Chris Fields of Rynic Communications respecting the planning workshop that was held April

6th, 2016 at La Place Rendez-Vous. Those in attendance felt the workshop provided greater clarity to the Boundless Branding, and its development going forward.

6. Non-agenda Items

6.1 J. Cumming re: Update on Sports Tourism.

-Mr. Cumming provided a brief verbal update on the Sports Tourism Planning Session planned for April 13th. Mr. Cumming will be facilitating the event. He will update further at the next regular meeting.

7. Adjourn / Next Meeting Date - May 2nd, 2016

Meeting Adjourned at 1:05 p.m.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

MINUTES

May 2nd, 2016

The meeting of Economic Development Advisory Committee of the Town of Fort Frances was held in the Committee Room on May 2nd, 2016 from 11:30 a.m. to 12:55 p.m.

PRESENT: G. Rogozinski, Chair, M. Caron, K. McCaig, K. Perry, M. McCaig, C. Mallory, E. Fagerdahl, J. McTaggart

ALSO PRESENT: J. Cumming, J. Kabel, G. Gillon, T. Drysdale, T. Allaire (RRFDC) and K. Lawson, Secretary

REGRETS: R. Avis, J. Lampi-Hughes, D. Fortes

1. Call to Order

2. Non-agenda Committee items which because of urgency cannot be deferred to a subsequent meeting, identified to be considered later in the meeting.

3. Disclosure of pecuniary interest and the general nature thereof

- 1) J. McTaggart re: Item 5.2 (Parking Meters).

4. New Business

4.1 International Falls Marketing Assessment review.

-Andrew Enns from NRG Research Group joined the meeting via telephone conference to provide an overview of the Rainy River Future Development Corporation Market Assessment Survey which was provided for committee members reference.

5. Standing Items

5.1 Sports Tourism Planning Session Update.

- J. Cumming and T. Allaire provided an overview of the information respecting the Sports Tourism Planning Session, which was facilitated by J. Cumming on April 13, 2016. The session was offered to provide a meaningful consultation with community partners and to gauge interest and needs with respect to the development of Sports Tourism initiatives. The RRFDC has offered to further assist by providing training to groups interested in growing their events.

5.2 Parking Meters. -J. McTaggart declared a pecuniary interest on this item. He stated that he is a business owner on Scott Street. He did not speak to the matter or vote on the resolution when it was considered.

- a discussion was held. Consensus was that most communities currently employ parking meters and voted to forward a resolution of support in favour of the Town's initiative to consider installation of parking meters in the area of downtown Scott Street.

Mallory-Perry: THAT the Economic Development Advisory Committee supports the installation of parking meters in the area of Downtown Fort Frances.

CARRIED

6. Non-agenda Items

6.1 Fort Frances Tourist Information Centre - Business Plan 2016.

Tannis advised that the center is scheduled to reopen in May of 2016. There have been some improvements made to the building entrance with sun screening on the windows. This should further protect the moose and reduce utility costs for air conditioning. A new bench has been added to the front which advertises the moose. She advised that the funding has been reduced for the operating costs of the building and

requested a resolution be forwarded by EDAC for consideration by Town Council.

K. McCaig-Caron: THAT the Economic Development Advisory Committee recommends to Mayor and Council that the Town commence discussions with the Ministry of Infrastructure for consideration of the following requests

- 1) the securing of a reduced lease rate for operation of the facility; and
- 2) removal of the clause in the current lease agreement respecting the sublet or carrying on of other commercial activity within the current facilities to allow for new vendors.

CARRIED

7. Adjourn / Next Meeting Date - June 6, 2016



Kathy Lawson/Frances

02/08/2016 08:55 AM

To
cc
bcc
Subject



Tannis Drysdale

<tannis@tannis-drysdale.com>

07/13/2016 04:28 PM

To "dbrown@fort-frances.com" <dbrown@fort-frances.com>
cc "ravis@fort-frances.com" <ravis@fort-frances.com>
Subject Re: Fw: Resolute Building - Removal of Banners -
USA/Canada Border Crossing

That was my thought

Wait until sept - if the mill is not sold or looking real positive take everything down knowing - we may never replace it.

We can not replace them with out knowing the fate of the building.::

On Wednesday, 13 July 2016, <dbrown@fort-frances.com> wrote:

Hi Roy & Tannis, I met with Ryan Ellard today on-site to review the state of the banners on the side of the Resolute lap building. I am of the opinion that we might want to rethink are approach as this point in time. The banners are mounted against the sheet metal siding portion of the building and are in good physical shape but faded. If removed all the support frames and brackets will be exposed. Probably look worst, I think we should wait until we are in a position to replace the faded banners with new boundless and new advertisement banners. Please go and reviewing the banner site for yourself and provide comments. Why do things twice. Your thoughts would be appreciated.

Doug Brown, P. Eng.
CAO
320 Portage Avenue, Fort Frances, Ontario
Town of Fort Frances
Work #-807-274-5323 Ext. 234
Cell # 807-275-9755

----- Forwarded by Doug Brown/Frances on 07/13/2016 04:05 PM -----

Doug Brown/Frances

07/12/2016 08:41 PM

To Tannis Drysdale <tannis@tannis-drysdale.com>
cc
Subject Fw: Resolute Building - Removal of Banners - USA/Canada Border Crossing

Hi Tannis, FYI regards

Doug Brown, P. Eng.
CAO

320 Portage Avenue, Fort Frances, Ontario
Town of Fort Frances
Work #-807-274-5323 Ext. 234
Cell # 807-275-9755

----- Forwarded by Doug Brown/Frances on 07/12/2016 08:40 PM -----

Doug Brown/Frances
To ryan.ellard@resolutefp.com, Troy Calder/Frances, Joerg Ruppenstein/Frances, Roy Avis/Frances, Kathy
Lawson/Frances
07/12/2016 08:40 PM cc
Subject Re: Resolute Building - Removal of Banners - USA/Canada Border Crossing [Link](#)

Hi Ryan, I would like to talk to you about getting the large banners removed from the side of your building. Is it possible to have the Fort Frances Power Corporation provide some assistance? I Would like to talk to you about the logistics in the near future. Regards

Doug Brown, P. Eng.
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320 Portage Avenue, Fort Frances, Ontario
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Tannis Drysdale
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July 6, 2016

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Extension to the timing for completion of the Rainy Lake Market Square

Background

When the applications for funding were completed to Northern Ontario Heritage Fund and FedNOR the anticipated schedule to complete the works at the Rainy Lake Market Square was 2 years. Through the grant application process, given the time between award of the Heritage Fund portion and FedNOR portion, a change request was submitted to Northern Ontario Heritage Fund to extend the timeline to completion to December 31, 2016 in alignment with the FedNOR portion of the funding.

Project Status

The Demolition of the structure and backfilling and grading of the site were completed on schedule as was the release of an RFP, and award of a contract for an architecture firm for the design of the space. Through the design phase of the project, delays have been encountered pushing the receipt of construction drawings and specifications over a month late cutting drastically into the 2016 construction season. For a project of this scope a tender would have to be out for at least a month to allow for adequate site visits and costing of the project by potential bidders. This would put a construction start date sometime in September giving approximately one month of weather suitable for this type of construction, an estimated 8 to 10 week construction project.

The preliminary design drawings were received on April 28, 2016 and the design was sent to both funding agencies for review on April 29, 2016, to ensure that the design was in line with the respective agreements. FedNOR responded right away with nothing but positive comments on the design. Heritage Fund took a longer time to respond and highlighted a discrepancy between the wording in the funding agreement and the proposed design sparking the need to complete a change request on July 6, 2016. The change request is in the process of being completed and submitted, along with costing data to Heritage Fund for their consideration, however the change request cannot be considered until their board meeting in October.

Due to the delays in the receipt of the construction drawings and the need to put forth the change request with Heritage Fund, Administration is recommending that the construction of the Rainy Lake Market Square be delayed until the 2017 construction season and the appropriate documents be filed with Northern Ontario Heritage Fund and FedNOR to extend the project deadline to December 31, 2017. Further, Administration recommends that the design work currently being completed by Scatliff Miller Murray be put on hold until the wording issue can be resolved with Northern Ontario Heritage Fund.

A delay of this matter will very likely help the project, as a tender will be prepared and released immediately after the new year in 2017 allowing for the most competitive pricing among the bidders as well as allow for an early spring construction start, meaning that the Market Square will be ready for use mid-summer 2017.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Travis Rob', with a stylized flourish at the end.

Travis Rob, EIT

Manager of Operations and Facilities

Council Approval of this report will:

1. Direct Administration to delay the construction of the Rainy Lake Market Square to December 31, 2017
2. File the appropriate paperwork with FedNOR to extend the project deadline and file the required change request with Northern Ontario Heritage Fund to resolve the contribution agreement wording and extend the deadline to December 31, 2017
3. Direct Administration to arrange for the design work currently being completed by Scatliff Miller Murray to be put on hold until the wording issue can be resolved with Northern Ontario Heritage Fund