

TOWN OF FORT FRANCES

AGENDA - October 24, 2016

MEETING - Council Chambers , Civic Centre

Page

1. **COUNCIL MEETING**
(Session No. 050) to immediately follow the Committee of the Whole
 - 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.
2. **Delegations/Deputations:**
3. **Consent Agenda:**
 - 3.1 Items Referred from Committee of the Whole
 - 3.2 Letter dated October 6, 2016 from International Early Iron Car Club: Request Assistance 3 - 5
- will be referred to the Community Services Executive Committee with input from the Administration & Finance Executive Committee
 - 3.3 E-mail received October 18, 2016 from V. Nowak re: Resignation from Committee of Adjustment 6
- will be received with appreciation for service.
4. **Approval of Council Minutes: ***
 - 4.1 Session 049, October 11, 2016
5. **Approval of Committee of the Whole Minutes: ***
 - 5.1 Sessions 071 and 072, dated October 11 and October 17, 2016 respectively
6. **Resolutions from tonight's Committee meeting**
7. **By-Laws:**
 - 7.1 Being a by-law to establish specific Boards / Committees of Council. 7 - 19
 - 7.2 Being a by-law to amend the employment agreement with D. Brown, CAO 20 - 25

	Page
8. <u>New Items:</u>	
9. <u>Information Correspondence:</u>	
9.1 Letter dated October 5, 2016 from J. W. Tiernay, Executive Director, Ontario Good Roads Association re: Nomination Update	26 - 29
9.2 Letter dated October 7, 2016 from D. Pelletier, President, AFNOO re: Thank You for Raising the Flag	30
9.3 AMO Communications - Energy Now and Into the Future Symposium	31 - 32
9.4 Ontario Municipal Board (OMB) Review re: Opportunity to Participate	33 - 37
9.5 Letter dated October 17, 2016 from C. Nell, Vice President, MPAC re: 2016 Assessment Update - Notices for Farms and Business Properties	38 - 39
9.6 ROMA Communications: AGM and Annual Conference Update	40 - 41
9.7 Letter dated October 12, 2016 from D. Rusnak, MP, Thunder Bay - Rainy River re: Invitation to Provide Budget Input	42 - 44
9.8 Fort Frances Museum & Cultural Centre - Fall 2016 Newsletter	45 - 50
10. <u>Minutes:</u>	
10.1 Planning & Development Executive Committee - October 3, 2016	51 - 52
10.2 Administration & Finance Executive Committee - October 4, 2016	53 - 55
10.3 Operations & Facilities Executive Committee - September 21, 2016	56 - 57
10.4 Business Improvement Area Board - September 14, 2016	58 - 60
11. <u>Non-agenda Items</u>	
12. <u>ADJOURNMENT</u>	
13. <u>* Previously distributed to Council</u>	
14. <u>** Items can be viewed by contacting the Clerk</u>	



INTERNATIONAL EARLY IRON

Fort Frances, Ontario and International Falls, Minnesota

Oct 6, 2016

Town of Fort Frances
Mayor and Council

The International Early Iron Car Club will be a Host Club on the Canadian Coasters 50th Anniversary Cross Canada Tour with its Tour stop in Fort Frances July 19, 20, 21, 2017. Their tour starts June 28, 2017 at mile zero on Vancouver Island with a tire dip in the Pacific Ocean and ends Labour Day weekend with a dip off Newfoundland in the Atlantic.

We would like to make this a memorable experience for them and the Town. Once the Canadian Coasters heard of what was taking place in Fort Frances they decided to come a day early (Wednesday July 19) so they could spend more time visiting and taking in community events. (Bass Tournament, Mall Day Thursdays, Museum etc...).

This is also Canada's 150th Anniversary and the Early Iron Car Club is actively participating in the Canada 150 Transportation Events the Museum is planning. We will have a display of transportation development in the Town as well as Rainy River District during the July 19 – 21. This display will continue throughout the summer.

The Early Iron Car Club is moving its traditional June Car Show date to coincide with the Canadian Coaster 3 day stop over.

The Early Iron Car Club is looking for assistance with the following items :

1. 1 or both indoor ice surfaces
2. All parking lots
3. Washrooms
4. Shower facilities
5. Auditorium
6. Kitchen upstairs
7. Overnight custodian (s)
8. Declare week of July 16 Canadian Coaster's 50 Anniversary Tour Week.
9. Souvenir Town of Fort Frances Pins (They are avid pin collectors of where they have travelled)
10. List our event as a significant event to access any possible government funding (Canada 150) and or sponsorship

The Canadian Coaster will be arriving from Winnipeg after 12 noon on Wednesday and spend two (2) nights, Wednesday July 19 and Thursday July 20, 2017 in Fort Frances before departing on Friday afternoon to Thunder Bay.

The Early Iron Club would hope that the Town of Fort Frances could allow the above requests at no charge or in kind donation to promote this event as it is a once in a lifetime opportunity for the Community to impress Canadian Coaster Tour Group to visit our fine community. Our hopes are that it may peak enough interest for them to return in the future on their own to partake in other community events thus spawning more tourism dollars and get the word out that this is a unique tourist destination.

Thanks for your time in considering this significant event, let's work together in promoting Fort Frances and the Rainy River District.

If you have any questions or concerns please call me and I would gladly come to meeting to address your concerns.

Sincerely,

Allen Smith
President,
International Early Iron Car Club
2253 Hwy 11/71 RR#2
Devlin, On, P0W 1C0

The theme for the event week that we are promoting is :

"Come for the Car Show and Stay for the Bass Tournament"

This will be on all communication going forward as we want everyone to be made aware of what they can do in Fort Frances during the Week of July 16 – 22, 2017.



CELEBRATE

The Canadian Coasters

Summer of 2017 Tour stop in Fort Frances, On.

The tour starts in VICTORIA, B.C. on JUNE 28th, and finishes in St. JOHN'S, NEWFOUNDLAND on AUGUST 31st, 2017

The International Early Iron Car Club is proud to be a host city on the Canadian Coaster's 50th Anniversary Coast To Coast 2017 Tour with an overnight stop in Fort Frances, Ontario

Wed July 19, Thurs July 20, & Fri July 21, 2017

The 2017 Canadian Coast to Coast tour is the most unique automotive tour in the World. Not only do we have members that represent every Province in Canada, we take a leisurely drive through each of those Provinces exploring the best each one has to offer. The tour starts in Victoria BC and after a wheel dip in the Pacific Ocean it then winds through the Coast mountains and then enters the spectacular Rocky Mountains before being greeted by our friends in Alberta. Alberta offers its own wild west with a trip to the world famous Calgary Stampede and day tours of two Unesco World Heritage Sites. The list goes on for the rest of the Provinces, we visit many historical sites and places that aren't open to the regular public. Every-day isn't a hectic pace, our travel days are usually less than three hours to give lots of time to see the sites on the road less traveled and to enjoy the fellowship of car people from across this great country of ours. Participants of the tour are about to go on the tour of a lifetime, there is no other tour in the world like it.

The Tour will have approximately 100 vehicle s towing antique trailers behind their vintage vehicles arriving at noon on Wednesday July 19 . A Car Show and an evening of entertainment are planned along with our own 50 local club member vehicles and area clubs are planning to attend this historic event . So, this event could have in excess of 200 vehicles in Fort Frances for this 3 day event.

Please accept our invitation for you to attend, and or participate in and display your vehicle on this Historic Tour Event.

Information can be found on the Early Iron website at www.internationalearlyiron.club A link to the Canadian Coasters is located there. Also, call Al Smith President at 807 486 0360 home or 218 417 0139 cell email al.smith@internationalearlyiron.club or 2253 Hwy 11/71 RR#2, Devlin ,On, POW 1C0

If you would like to be a sponsor or donator for this event contact Al Smith at info listed above.



"Come for the Car Show and Stay for the Bass Tournament"



From: Vik Nowak [<mailto:vnowak@shaw.ca>]
Sent: Tuesday, October 18, 2016 7:56 PM
To: Tyson Dennis <tdennis@fortfrances.ca>
Cc: cmason93@gmail.com
Subject: Re: Committee Of Adjustment Meeting

Since our last meeting I have begun a part-time job from Monday to Wednesday that finishes around six. As I know the Committee's current meeting time is convenient for all members, and as I don't want my current employment situation to be a disruption for members, I am respectfully submitting my resignation.

Thank-you for giving me the opportunity to being a member on this Committee, and all the best for everyone in the future.

TOWN OF FORT FRANCES

By-law xx/16

Being a by-law to establish specific Boards / Committees of Council, the Municipal Act,
xxxx

WHEREAS Council recognizes that the use of Boards / Committees is an effective means of public participation, public consultation and a source of input on Town policies and procedures;

AND WHEREAS Boards / Committees play an integral role in the corporate decision making, by providing a means for staff and Council to receive the views and advice from citizen members on a variety of matters;

AND WHEREAS on xx Date, 2016, Council approved a report from the Clerk recommending amendments to the establishment of Boards / Committees and a defined process for handling appointment to Council established Boards / Committees;

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

1. With the exception of those by-laws identified in section 2. of this By-law, that each and every by-law and resolution previously enacted by Council for the Corporation of the Town of Fort Frances to establish or create a Board / Committee, the members of which are appointed by Council, be and the same are hereby repealed.
2. The following by-laws and resolutions pertaining to the establishment and structure of certain Boards / Committees are not affected by section 1. of this By-law and shall remain in force and effect:
 - a. Town of Fort Frances By-law 32/78, as amended, to establish a Business Improvement Area Board of Management;
 - b. Town of Fort Frances By-law 38/83, as amended, to establish an Elderly Persons Centre Board of Management (Sister Betty Kennedy Centre);
 - c. Town of Fort Frances By-law 17/07, as amended, to establish a Committee of Adjustment;
 - d. Town of Fort Frances By-law 38/85, as amended, and By-law No. 386, to establish the Fort Frances Public Library;
 - e. Resolution No. 418, passed by Council March 26, 1990 wherein is established the Fort Frances Municipal Non-Profit Housing Corporation.
3. Council hereby establishes an Executive Committee for each of the four Corporate Divisions (Administration & Finance, Planning & Development, Operations & Facilities and Community Services) for a term and with structure and mandate as outlined in Schedule 'A' attached hereto.

4. Council hereby establishes General Provisions that pertain to all Boards / Committees as set out in Schedule 'B' attached hereto.
5. Council will adhere to the Policy respecting the appointment of Board / Committee members, which includes criteria for eligibility and term of appointment as outlined in Schedule 'C' attached hereto.
6. Council may from time to time establish and make appointments to Boards / Committees as deemed necessary by Council resolution, with mandates, structure and Terms of Reference clearly outlined and forming part of the resolution.
7. Council hereby establishes the Committee of the Whole of Council with membership consisting of those members of Council of the day. The term of members shall coincide with the term of Council i.e. from Inaugural Meeting to November 30 for a four (4) year term.

The position of Chairperson and Vice-Chairperson of Committee of the Whole of Council shall be on a rotation basis throughout the duration of the four year term of Council among the six Councillors whereby each Councillor shall be four months as Chairperson. The rotation shall repeat once during the four year term of Council such that each member, following the completion of the terms of all member as Vice-Chairperson and Chairperson, shall repeat a four month term as Vice-Chairperson followed by a four month term as Chairperson. The order of selection shall be determined by the Mayor and approved by resolution of Council at the Inaugural Meeting of the newly elected Council.

The committee shall consider all matters brought before it that are appropriate and within its power to consider. Meetings of the Committee of the Whole are to be held as from time to time are regularly scheduled or otherwise as determined necessary by Council.

Meetings of the Committee of the Whole shall be open to the public. However, if matters being considered are of such a nature that they may legally be considered in camera, the meeting, or portions thereof, may be conducted in the absence of the public.

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

READ THREE TIMES and finally passed in open Council this XX day of Month, 2016.

Schedule 'A' to By-law xx/16

EXECUTIVE COMMITTEES

A. Administration & Finance Executive Committee

Membership shall consist of the Chief Administrative Officer, the Treasurer or Deputy-Treasurer, three Councillor's appointed by the Mayor for a two-year term. Meetings will be on a regularly scheduled or as needed basis. A Chairperson and Vice-Chairperson will be appointed by the Committee and will be the executive representative of the Division.

The Committee will work closely with and assist the CAO and Treasurer on Corporate Administration and Finance matters as appropriate.

The Committee will also be delegated Corporate Administration & Finance matters from Council meetings from time to time. The Committee may make recommendations and/or resolve matters as may be specifically directed by Council.

B. Planning & Development Executive Committee

Membership shall consist of the Chief Administration Officer (or designate), three Councillor's appointed by the Mayor for a two-year term. Meetings will be on a regularly scheduled or as needed basis. A Chairperson and Vice-Chairperson will be appointed by the Committee and will be the executive representative of the Division.

The Committee will, as needed, recommend to Council the appointment of members to Boards / Committees within the Planning & Development Division.

The Committee will work closely with and assist the CAO (or designate) on Corporate Planning and Development matters as appropriate, including but not limited to: Building Services, By-law Enforcement, Animal Control, Planning, Committee of Adjustment and Property Standards.

The Committee will also be delegated Corporate Planning & Development matters from Council meetings from time to time. The Committee may make recommendations and/or resolve matters as may be specifically directed by Council.

C. Operations & Facilities Executive Committee

Membership shall consist of the Manager of Operations & Facilities, three Councillor's appointed by the Mayor for a two-year term. Meetings will be on a regularly scheduled or as needed basis. A Chairperson and Vice-Chairperson

will be appointed by the Committee and will be the executive representative of the Division.

The Committee will, as needed, recommend to Council the appointment of members to Boards / Committees within the Operations & Facilities Division.

The Committee will work closely with and assist the Division Manager on Corporate Operations & Facilities matters as appropriate, including but not limited to: Airport, Cemeteries, Parks, Public Works, Streetlights, Water, Sewer & Storm Sewer Systems and Traffic Safety.

The Committee will also be delegated Corporate Operations & Facilities matters from Council meetings from time to time. The Committee may make recommendations and/or resolve matters as may be specifically directed by Council.

D. Community Services Executive Committee

Membership shall consist of the Manager of Community Services, three Councillor's appointed by the Mayor for a two-year term. Meetings will be on a regularly scheduled or as needed basis. A Chairperson and Vice-Chairperson will be appointed by the Committee and will be the executive representative of the Division.

The Committee will, as needed, recommend to Council the appointment of members to Boards / Committees within the Community Services Division.

The Committee will work closely with and assist the Division Manager on Corporate Community Services matters as appropriate, including but not limited to: Day Care, Elderly Persons Centre, Library, Museum, Recreation and Transit Services.

The Committee will also be delegated Corporate Community Services matters from Council meetings from time to time. The Committee may make recommendations and/or resolve matters as may be specifically directed by Council.

Schedule 'C' to By-law xx-16

BOARD & COMMITTEE APPOINTMENT POLICY

Purpose:

To establish guidelines and best practices for the recruitment and appointment of citizen members to the Town of Fort Frances' Boards / Committees. This policy will ensure a fair and equitable appointment process where the most qualified applicants are appointed, who are representative of the Town of Fort Frances.

Scope of Policy:

This policy applies to appointments to Town of Fort Frances Boards / Committees. This policy does not apply to Town of Fort Frances' Boards / Committees which are subject to their own applicable legislative requirements, governing by-laws and/or other legal requirements regarding Board / Committee appointments.

Definitions:

Board / Committee – means any Board or Committee of the Town of Fort Frances as named in this Policy or as established by resolution of Council, which consists of citizen members, established to provide advice, make recommendations, fulfill a statutory role, organize events or provide program support.

Clerk – means the Clerk of the Town of Fort Frances, or his/her designate.

Council – means the Council of the Town of Fort Frances.

Eligibility – means the qualifications established by Council that an applicant must possess in order to serve on Boards and Committees.

Length of Service – means the period of time for which a member is appointed to a specific Board or Committee.

Mandate – means the statement that describes the Board / Committee purpose or authority to address matters. The Mandate shall align with Council's strategic goals and objectives.

Member – means a person appointed by Council to serve on a Board or Committee.

Public – means a member of the public who is a resident or property owner in the Town of Fort Frances

Resident – means a member of the public whose current and primary residence is within the Town of Fort Frances.

Statutory Committee – means a committee required by Provincial legislation which addresses matters or performs functions as specified in the relevant legislation.

Terms of Reference – a document outlining the mandate and board or committee operational details including such things as composition, activities, term, quorum, meeting schedule, staff roles and the like. Terms of Reference must be approved by Council, including any amendments.

Town – means the Town of Fort Frances.

Eligibility & General Qualifications of Board / Committee Members:

A member must be 18 years of age, unless otherwise specified in the Terms of Reference for the specific Board / Committee, i.e. where youth representation is required.

A member must be an eligible elector of the Town of Fort Frances.

Members are required to maintain their eligibility status for the duration of their term, and are responsible for advising the Clerk of any change to their status.

Town of Fort Frances full time staff are not eligible for positions as citizen members on any Board / Committee. Citizen members who subsequently receive a full time position with the Town, shall immediately resign from the Committee. Staff may be given the opportunity to attend and participate in discussions at Board/Committee meetings based on previous expertise.

Term and Length of Service on a Board/Committee:

Unless otherwise provided for by legislation, Terms of Reference or operating procedures, the term of appointment shall generally coincide with the Term of Council. The appointment will commence upon passing of the appointment resolution and will expire no later than November 30 in an election year, unless otherwise specified.

Members will not be appointed for more than two consecutive terms on the same Board / Committee. Notwithstanding the foregoing, Council may reappoint a member beyond two consecutive terms if deemed necessary by Council to maintain continuity and to achieve balance between new and experienced members. Members eligible for reappointment, must complete an application form and submit to the Clerk. Members that have served two consecutive terms on one Board/Committee, may apply to serve

on another Board / Committee. If a member is appointed to fill a vacancy mid-term, then he/she completes that term and then may serve an additional two terms.

Recruitment & Appointment Process:

The recruitment of members will begin where vacancies are required to be filled and if applicable, following any changes to the terms of reference for the Board / Committee or after the establishment of any new Boards / Committees.

An advertisement for vacancy, which includes details on eligibility, meeting frequency and time, information on how to obtain an application form (Appendix 'B'), terms of reference, deadline and location for submitting an application. Vacancies will be advertised in appropriate locations as determined by the Clerk.

The Clerk may extend the application submission deadline when there are an insufficient number of applications deemed appropriate. Applicants may be required to complete supplementary screening requirements such as a criminal reference check (i.e. committee exposed to children). Any additional requirements will be noted in the recruitment advertisement.

All personal information collected in the application process is collected in accordance with MFIPPA and will be used to determine eligibility for appointment.

Collected applications will be reviewed in-camera, by the appropriate Executive Committee, after which a recommendation will be brought forward to a Committee of the Whole in-camera session. If an established Board / Committee does not pertain to a specific Executive Committee, then the applications will be reviewed by the Committee of the Whole. A resolution to formally appoint members to Board / Committees will be brought forward to a subsequent Council meeting. Current members who are eligible for reappointment, will be evaluated in the same way as all new applicants.

The Clerk's department will subsequently send letters to all successful applicants confirming their appointment, as well as sending letters to all unsuccessful applicants advising that they have not been selected but thanking them for their application. The Clerk's department will provide notification to the appropriate Board / Committee, recording secretary with contact information for the new citizen member. All newly appointment members will review/sign two copies of the Code of Conduct, one for their reference and one copy to be returned to the Clerk's department. The Clerk will maintain a confidential database containing all appointments to Boards and Committees.

Vacancies:

Vacancies on Boards / Committees are created when a member resigns or vacates the position, effective:

- The date of resignation
- The date that the member is removed by Council resolution
- The date that the member no longer qualifies for the position
- The date of the death of the member.

Boards / Committees may pass a resolution requesting that a member's position be declared vacant when a member has been absent without good reason for three consecutive meetings or five total meetings in any calendar year.

A member who is resigning from their appointed position, will submit a written letter of resignation to the Clerk.

Vacancies will be filled as per the Recruitment & Appointment Process outlined above.

Conduct of Members:

Boards and Committees are governed by and subject to the provisions of the Town's Procedural By-law, the Municipal Conflict of Interest Act and the Code of Conduct and shall adhere to all Town policies and procedures.

Exceptions to this Policy:

Where a conflict exists between the provisions of this policy and any legislative or legal requirement, the legal requirement shall prevail.

Interpretation & Administration:

The Clerk is responsible for interpreting and administering this policy, and such interpretations will be final.

Policy Review and Procedure

This policy will be reviewed as required, but in any case, no less than once per four (4) year term of Council. The Clerk will be responsible for initiating the review of this Policy.

Appendix 'A'

List of Committees & Citizen Complement

Administration & Finance Executive Committee

Planning & Development Executive Committee

Operations & Facilities Executive Committee including:

- Traffic Safety Committee – one citizen

Community Services Executive Committee including:

- Museum and Cultural Centre Advisory Committee – 5 citizens
- Sunny Cove Advisory Committee – 2 citizens
- Townshend Theatre Advisory Committee – 1 citizen
- Sister Betty Kennedy Board of Management – 5 citizens

Statutory Committees:

- Town of Fort Frances Police Services Board – 1 citizen
- Fort Frances Public Library Board – 5 citizens
- Committee of Adjustment – 7 citizens

Other Boards / Committees not specifically affiliated with a Division including:

- Citizen of the Year Committee – two citizens
- Economic Development Advisory Committee – 9 citizens
- Salary Structure and Administrative Practices Committee
- Business Improvement Area (BIA) – 11 citizens (specific criteria)

Schedule 'B' to By-law xx/16

General Provisions Pertaining to All Boards / Committees

- The Board / Committee shall meet as often as necessary to fulfill its mandate.
- A majority of the members of the Board / Committee shall constitute a quorum. In the absence of a quorum, the only actions admissible are: 1. Take action to obtain a quorum; 2. Recess until a quorum is attained; and 3. Adjourn in the event a quorum cannot be attained.
- The Mayor is an ex-officio member of each committee. As such, if the appointment member of Council to said Board / Committee is absent, the Mayor assumes voting responsibilities.
- Members of the Board / Committee shall serve without remuneration.
- At the first meeting of the appointed Board / Committee, the members shall elect one of their members as chair, another as vice-chair.
- The Board / Committee secretary is responsible for the preparation and circulation of the agenda prior to the meeting. Items for inclusion on the agenda, shall be provided in a timely fashion to the Board / Committee secretary.
- The Board / Committee will review the minutes at the next regularly scheduled meeting and shall be adopted by a majority vote of members in the form of a mover and seconder, and once approved, forwarded to the Clerk's department for inclusion as information on the next Council agenda.

APPLICATION TO SERVE ON A

TOWN OF FORT FRANCES

Board / Committee

Please complete this form in its entirety (please print); failure to do so will result in the rejection of your application. All applicants will receive a written response to your application.

Collection of personal information on this form is in accordance with the Municipal Act, 2001.

Questions about the collection of this information or the completion of this application may be directed to the Town Clerk / FOI Coordinator, Town of Fort Frances, 320 Portage Avenue, Fort Frances, ON P9A 3P9 or phone 1-807-274-5323 ext. 1215 or e-mail slomke@fortfrances.ca

BOARD / COMMITTEE OF INTEREST

Please specify which Board / Committee (B/C) on which you wish to serve. If you wish to serve on more than one B/C, please complete a separate application for each Board / Committee you wish to serve.

CONTACT INFORMATION

Name: _____

Mailing Address: _____

Telephone (home): _____ Telephone (work): _____

E-mail Address: _____

ELIGIBILITY

Yes No

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | I am a Canadian Citizen (or landed immigrant) |
| <input type="checkbox"/> | <input type="checkbox"/> | I am a resident of Fort Frances |
| <input type="checkbox"/> | <input type="checkbox"/> | I am at least 18 years of age |
| <input type="checkbox"/> | <input type="checkbox"/> | I presently serve on other Council appointed Boards / Committees |

If yes, please specify: _____

QUALIFICATIONS

Interest in Position: Please provide details with respect to your interest in serving on this B/C. If you require additional space, please attach a separate piece of paper.

Education and Training: Please provide details with respect to any relevant education or training you possess which may be relevant to your role on the B/C.

Employment and Experience: Please describe any current or past work or volunteer experiences and skills that may be relevant to your role on the B/C.

Additional Information: Please share any other information, including other volunteer work, which you believe will support your application.

APPLICANTS UNDERSTANDING OF COMMITMENT AND EXPECTATIONS

As a B/C applicant, I understand that Appointed Citizens are expected to attend meetings (1-3 hours each) on a monthly or bi-monthly basis, and I commit to making myself available to attend such meetings.

I understand that my involvement on the B/C is advisory in nature, and that under no circumstances shall I act on behalf of or for the Town of Fort Frances or purport to have the authority to bind the Corporation.

I have reviewed the Terms of Reference for the B/C for which I am applying or the appropriate By-law, and I agree that, if appointed, I will carry out the mandate of that B/C in accordance with those Terms of Reference or appropriate By-law and any other direction from Council.

I understand that all B/Cs and their members follow Council Meeting Procedures, Code of Conduct and other guiding documents, and I agree to adhere to and conduct myself in accordance with those rules and regulations.

☐ I agree to the Commitment and Expectations stated above for the B/C for which I am applying.

Signature

Date

APPLICATION FORM SUBMISSION INSTRUCTIONS

Please submit this Application Form (fully completed) to:

Town of Fort Frances

Attn: Elizabeth (Lisa) Slomke, Town Clerk

320 Portage Avenue, Fort Frances, ON P9A 3P9

lslomke@fortfrances.ca

TOWN OF FORT FRANCES
BY-LAW NO. 39/16 - A

(Being a by-law to amend an employment agreement with Doug Brown, CAO for the Town of Fort Frances, the *Municipal Act, 2001*, S.O. 2001, c. 25, Section 8.)

WHEREAS on June 13, 2016, Council approved a report from the Human Resources Manager with regard to an employment agreement with Doug Brown and his appointment as Chief Administrative Officer for the Town of Fort Frances.

AND WHEREAS, on October 11, 2016, Council approved a verbal report from the Human Resources Manager regarding amendments to said employment agreement.

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

1. That the amended employment agreement with Doug Brown in the form 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 24th day of October 2016.

R. Avis, Mayor

E. Slomke, Clerk



This AGREEMENT made in duplicate this day _____
BETWEEN:
THE CORPORATION OF THE TOWN OF FORT FRANCES (the "Town")
- and -
Doug Brown

WHEREAS:

1. The Town requires a Chief Administrative Officer to among other things perform the duties (as "Duties" is defined in paragraph 1(a) of this Agreement);
2. Doug Brown has applied to the Town for the position of Chief Administrative Officer and;
3. The Town has, subject to and upon the terms and conditions contained in this Agreement, agreed to engage Doug Brown as Chief Administrative Officer;

NOW THEREFORE: The Town of Fort Frances and Doug Brown (the "Parties") agree as follows:

1. In this Agreement and any schedules attached to it the word:
 - a) "Duties" shall mean and include the work duties and otherwise to be performed by Doug Brown for and during the Term (as "Term" is defined in paragraph 1(c) of this Agreement) as set out in Schedule "A" attached to and forming part of this Agreement (Schedule "A");
 - b) "Entity" means any person, corporation, government agency or otherwise;
 - c) "Term" means the period commencing July 4, 2016, subject to paragraph 2 of this Agreement and;
 - d) "Total Payable" means, subject to paragraph 2(b) and 2(c) of this Agreement the total of any amounts payable by the Town to Doug Brown as set out in Schedule "B" attached to and forming part of this Agreement (Schedule "B").
2.
 - a) Subject to paragraph 2(b) and 2(c) of this Agreement, the Town agrees to engage Doug Brown to perform the Duties for the Term.
 - b) Notwithstanding anything contained in this agreement Doug Brown may terminate this agreement by giving the Town thirty (30) days' written notice. Upon receipt of such notice, the Town at its sole discretion, may, by notice in writing, specify an earlier termination date, however, regardless of the termination date Doug Brown shall be paid the outstanding portion of salary, benefits, vacation and perquisites to equal thirty (30) days' notice.

- c) The Town may terminate this agreement without cause, upon giving Doug Brown the following:
 - i. the Town shall provide Doug Brown thirty (30) days written notice; and
 - ii. any accrued and unpaid base salary (subject to normal withholding and other deductions) to the effective date of termination of his employment, plus any vacation pay statutorily due and owing; and
 - iii. the Town shall pay to Doug Brown, the greater of, a salary continuance equivalent to twelve (12) months of his base salary, bonus and perquisite payment, less any applicable statutory deductions OR *Employment Standards Act, 2000* entitlements; and
 - iv. the Town shall continue to provide benefit coverage for Doug Brown for the statutory notice period subject to the terms of the applicable benefit(s) plans.
- d) The Town may terminate this agreement with cause. Notwithstanding anything contained in this Agreement, the Agreement and the employment of Doug Brown may be terminated for just cause without notice or payment in lieu of notice. In such a case, the Town shall have no further obligation to Doug Brown except for payment of all amounts due and owing up to the date of the termination.
- e) Doug Brown acknowledges and agrees that:
 - i. the notice period set out in paragraph 2(c) of the Agreement is sufficient and reasonable; and
 - ii. payment by the Town as provided for in paragraph 2(c) shall be in full and final settlement of any and all claims, demands, actions and suite whatsoever including at common law which Doug Brown has or may have against the Town, its Affiliates and any of their directors, officers, employees and their successors and assigns. Doug Brown further agrees, that if required by the Town, he will sign a release in favour of the town; and
 - iii. if he has performed or commenced the duties prior to his execution of this Agreement, such performance, commencement or otherwise shall in no way affect the validity, enforceability or otherwise of this Agreement.

3. Doug Brown:

- a) shall perform the Duties and obligations under this Agreement, as he has indicated he can, to the satisfaction of the Town and in accordance with Town policies and procedures;
- b) acknowledges that as CAO he will acquire information about certain matters and things which are confidential to the Town, its employees and persons with whom the Town has *bona fide* business dealings. Doug Brown agrees to maintain all confidential information in strictest confidence (subject to applicable federal or provincial laws), and agrees not to disclose such confidential information to any third party either during the term of this Agreement (except as may be necessary in the proper discharge of his employment), or after the term of his employment, for any reason, except with written permission of the Town.

- c) shall not, directly or indirectly, engage in any business, commercial or professional activity without the written consent of the Town which shall determine, in its absolute discretion, whether such activity interferes with the business of the Town or with the performance of duties by Doug Brown hereunder;
 - d) agrees that he will not, at any time during or after the termination of his employment under this Agreement, make comment to Town employees, or members of the public which are derogatory towards the Town;
 - e) agrees that he will not, at any time during or after the termination of his employment under this Agreement, make or contribute to commentary on social media which is derogatory towards the Town;
 - f) shall be required to act in accordance with his obligations under this Agreement;
 - g) has been advised to consult his solicitor as to this Agreement and the matters contained in it, prior to execution of this Agreement, if he so desires;
 - e) agrees that he has entered into and executed this Agreement of his own free will, without coercion, influence of any kind, or otherwise by or on behalf of the Town, its employees or agents or otherwise.
4. It is understood and acknowledged by Doug Brown that:
- a) Doug Brown's work and performance of the duties, is and shall be subject to review, criticism and otherwise by the Town;
 - b) The Town may require, and Doug Brown shall provide, reports and otherwise as to the progress, performance and otherwise of his/her obligations under the Agreement and otherwise; and
 - c) The Town shall not be in any way liable to Doug Brown or anyone on his behalf or otherwise in respect of any decision made, action taken, or otherwise, by the Town pursuant to or under paragraphs 2(c), 4, or otherwise, of this Agreement.
5. Should any provision or any part thereof of this Agreement be illegal or not enforceable, such provisions or part thereof shall be considered separate and severable from this Agreement and the remaining provisions of this Agreement shall remain in force and be binding upon the Parties as though the illegal or non-enforceable provision had never been included.
6. Any notice required or permitted to be given under this Agreement shall be in writing and shall be effectively given if (i) delivered personally, (ii) sent by prepaid courier service or mail, (iii) sent prepaid by telecopy, fax or similar means of electronic communication (confirmed on the same or following day by prepaid mail) addressed, in the case of notice to the Town:

Attention: Mayor & Council
 320 Portage Avenue
 Fort Frances, Ontario
 P9A 3P9

And in the case of Doug Brown, as follows:

Any notice so given shall be deemed conclusively to have been given and received when so personally delivered or sent by fax, telecopy or other electronic communication or on the second day following the sending thereof by private courier or mail. Any Party may change any particulars of its address for notice by notice to the other Party in the manner aforesaid.

7. This agreement and everything contained in it shall enure to the benefit and be binding upon the respective heirs, executors, administrators, successors, assigns and other legal representatives, as the case may be of each of the Parties.
8. This Agreement constitutes the entire Agreement between the parties and contains all the agreements between them with respect to the subject matter hereof. It also supersedes any and all other agreements or contracts, either oral or written, between the parties with respect to the subject matter hereof.
9. Except as otherwise specifically provided, the terms and conditions of this Agreement may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be valid or effective, it shall have been reduced to writing and signed by the Town and Doug Brown.
10. Words importing the singular number only shall include the plural and vice versa and words importing the masculine gender shall include the feminine and neuter genders and vice versa.
11. The parties hereto agree to execute such documents, assurances, certificates or the like as may from time to time be reasonably requested, required or desirable in order to give full force and effect to this Agreement, the matters contemplated herein and to its and their intention.
12. This Agreement shall be construed and enforced under and in accordance with the laws of the Province of Ontario.

SIGNED AT FORT FRANCES this day: _____

IN WITNESS THEREOF (THE CORPORATION OF THE TOWN OF FORT FRANCES)

(Mayor)

_____ { AND } _____
(Clerk) (Doug Brown)

This is Schedule "A" ATTACHED TO AND FORMING
PART OF THE Agreement made between
The Corporation of the Town of Fort Frances and
Doug Brown

Dated: _____

The duties of Doug Brown shall be:

1. As set out in this Schedule "A"; namely the letter of confirmation dated June 23, 2016 and the Position Description.
2. Such further and other duties, work and otherwise as assigned, directed and otherwise by the Town.

This is Schedule "B" ATTACHED TO AND FORMING
PART OF THE Agreement made between
The Corporation of the Town of Fort Frances and
Doug Brown

Dated: _____

The Town agrees, subject to paragraph 2 of the Agreement to which this Schedule "B" is attached, to pay Doug Brown for the Duties as follows:

- a) Bi-weekly based on an annual remuneration of \$ _____ plus fringe benefit package as directed by the Town in its sole absolute and unfettered discretion in keeping with benefit packages received by management personnel of the Town of Fort Frances.
- b) Vacation entitlement shall be as per the Town's Management/Non-Union Benefits Policy. Notwithstanding said Policy, Doug Brown shall be entitled to carryover unused vacation credits up to a maximum of one-half (1/2) of his vacation entitlement in a given calendar year, which shall be first used in the calendar year immediately following the year from which it was carried over; failing that, said carried over vacation credits would be paid as monies in lieu of vacation leave at the rate of pay for which the credits would have ordinarily been compensated.



October 5, 2016

To the Head & Members of Council:

Pursuant to Policy B-008 of the Ontario Good Roads Association, the Nominating Committee shall report to the Annual Conference its nominations for 12 directors. The following members of the Board will automatically serve on the 2017-2018 Board of Directors in the following capacity:

President	Ken Laupé, Manager, Road Operations - East, Planning & Infrastructure Services, City of Brampton
1 st Vice-President	Luc Duval, Director of Public Works & Engineering, City of Timmins
Immediate Past President	Robert Burlie, Manager of Road Operations, Etobicoke/York District, City of Toronto

Those nominated by the Nominating Committee shall be selected from OGRA's municipal or First Nations membership pursuant to the requirements for geographic representation contained in Section 12 of the Constitution, and so far as possible meeting the criteria established in Policy B-008. A full copy of the Constitution can be viewed on the OGRA web-site:

OGRA Constitution

The following incumbent Directors have put their name forward wishing to continue to represent their respective Zones:

North (3 to be elected)

Rick Harms
Project Engineer
City of Thunder Bay

Southwest (3 to be elected)

Andy Bruziewicz,
Councillor
City of Sarnia

Virginia Ridley,
Councillor
City of London

Chris Traini,
County Engineer
County of Middlesex

South Central (2 to be elected)

Bryan Lewis,
Councillor
Town of Halton Hills

John McKean,
Mayor
Town of the Blue Mountains

Southeast (3 to be elected)

Dave Burton,
Reeve
Municipality of Highlands East

Rick Kester,
CAO
City of Belleville

Michael Touw
Director of Public Works
Township of Leeds and the Thousand
Islands

Toronto (1 to be elected)

Paul Ainslie
Councillor
City of Toronto

Two vacancies exist in the **Northern Zone**.

The Northern Zone consists of the municipalities in the Districts of Algoma, Cochrane, Kenora, Manitoulin Island, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming; municipalities in and including the District of Muskoka and the City of Greater Sudbury.

The Southwest Zone consists of the municipalities in and including the Counties of Brant, Bruce, Elgin, Essex, Haldimand, Huron, Lambton, Middlesex, Norfolk, Oxford, and Perth, the municipality of Chatham-Kent, and municipalities in and including the Regional Municipality of Waterloo.

The South Central Zone consists of the municipalities in and including the Counties of Dufferin, Grey, Simcoe, and Wellington, and municipalities in and including the Regional Municipalities of Durham, Halton, Niagara, Peel and York, and the City of Hamilton.

The South East Zone consists of municipalities in and including the Counties of Frontenac, Haliburton, Hastings, Lanark, Leeds and Grenville, Lennox and Addington, Northumberland, Peterborough, Prescott and Russell, Prince Edward, Renfrew, and Stormont, Dundas and Glengarry, and the Cities of Kawartha Lakes and Ottawa.

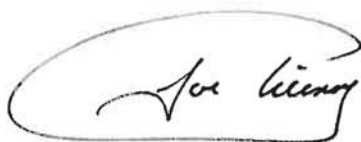
Any member of Council or a permanent full time staff from an OGRA member municipality or First Nations interested in being considered as a candidate for a position on the Board of Directors must complete the attached Nomination Consent form and submit it along with their résumé to the attention of the Chair of the Nominating Committee by no later than November 11, 2016. Fax your information to 289-291-6477, e-mail to info@ogra.org or mail to OGRA, 1525 Cornwall Road, Unit 22, Oakville, Ontario L6J 0B2

The Nominating Committee will meet in November to recommend a slate of Directors to the membership. The members of the Committee are:

Chair: Rick Champagne, Immediate Past President
Vice Chair: Tom Bateman, Past President
Members: Bryan Lewis, OGRA Director
John McKean, OGRA Director
Virginia Ridley, OGRA Director

Any questions regarding the Nomination process or serving on the Board of Directors can be directed to the undersigned at joe@ogra.org.

Yours truly,

A handwritten signature in cursive script, enclosed within a hand-drawn oval. The signature appears to read "Joe Tiernay".

J. W. Tiernay,
Executive Director

c: Rick Champagne, Chair, Nominating Committee

Ontario Good Roads Association

Board of Directors

Nomination and Consent Form



We hereby nominate the following to the Board of Directors of the Ontario Good Roads Association for the 2017/18 term of office:

Name of Candidate

Name: _____

Position: _____

Municipality: _____

Moved by: _____

Seconded by: _____

(Candidates must be nominated by two eligible members of OGRA. A resolution of Council is acceptable but not mandatory)

Candidate Consent

The candidate nominated above must sign below indicating they consent to the Nomination and agree to let their name stand for office.

I, _____ hereby consent to the Nomination
(Name of Candidate)
to the Board of Directors of the Ontario Good Roads Association.

Signature

Date

Submit completed form and candidate's résumé by fax or e-mail to the attention of Rick Champagne, Chair, OGRA Nominating Committee

Fax: 289-291-6477

E-mail: info@ogra.org



October 7, 2016

Honourable Mayor Avis and Members of Council
Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9

Re: Our thanks

Dear Mayor Avis and Members of Council

We were pleased that this year, once again, the Town of Fort Frances honoured Franco-Ontarian Day by raising the flag. Fort Frances' ongoing support is truly appreciated by all Francophones in Northwestern Ontario and it sends the message it is worth making efforts to live in French in our Province.

Every year, the raising of the Franco-Ontarian flag is a special event cherished by our community. It is an opportunity to showcase our pride and remember that we belong to a dynamic culture.

Only through encouragement from municipalities and other institutions can our heritage continue to thrive and be passed on to following generations. By helping us celebrate Franco-Ontarian Day, Fort Frances has shown its appreciation of the Francophones' contribution to its vitality.

We wish to reiterate our profound gratitude to the Mayor and Members of Council for the acknowledgment of this exceptional day.

We already look forward to your participation in next year's celebrations.

Veillez agréer, Monsieur le Maire et membres du conseil, nos salutations les plus distinguées.

Donald Pelletier
President

Lisa Slomke

From: AMO Communications <communicate@amo.on.ca>
Sent: Friday, October 14, 2016 7:16 AM
To: Lisa Slomke
Subject: Energy Now and into the Future
Attachments: 16ESFlyer12OCtPaaG.pdf

Energy Now and Into the Future Symposium November 3 & 4, 2016 | Holiday Inn Toronto International Airport

What you need to know:

- Municipal Energy Champions are coming together to discuss ideas, opportunities, best practices and practical tools as they explore and shape Ontario's energy future.

Why you need to attend:

- The future of energy in Ontario has a new path, and Municipal Leaders are helping pave it. This two-day event will help you build your municipal plan for adapting to and adopting new ideas that will benefit both the climate and the economy of your home area.

What you will gain:

- Tools to help build a plan for you and your Council to prepare for a better energy future
- Methods to influence larger energy players
- Understanding of the energy landscape around the world
- Insight into new tools, services and programs that will benefit your municipality
- and so much more...

What are the details:

- Dates: November 3 & 4, 2016
- Location: Holiday Inn Toronto International Airport, 970 Dixon Rd, Toronto
- Cost: \$150 plus HST for two full days of training; lunch both days, breakfast on day two, and a networking reception on day one.
- Register using the form attached or register online at <http://www.amo.on.ca/Events/ES>

What else is on the program:

- Attached is the program at a glance, further session details can be found online at <http://www.amo.on.ca/Events/ES>

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

OPT-OUT: If you wish to opt-out of these email communications from AMO please [Click Here](#).



Lisa Slomke

From: OMBReview (MMA) <OMBReview@ontario.ca>
Sent: Friday, October 14, 2016 3:04 PM
Subject: Update: Ontario Municipal Board (OMB) Review - Town Hall Dates and Locations

You are invited to participate in a Public Town Hall Meeting to learn about the OMB's current role in the land use planning process, to provide your perspectives, and to review and comment on changes the government is considering. You are encouraged to [RSVP online](#), by email to OMBReview@ontario.ca or call 416-585-6014 or 1-855-776-8011.

The dates, times and venue locations listed below are subject to change and periodic updates may occur. Please check our [Town Hall Meetings website](#) often to review the most current information.

Registration and an open house will take place from **5:00 p.m. to 6:00 p.m.** The town halls will **begin at 6:00 p.m. and end at 9:30 p.m.**

Town Hall	Date	Location	RSVPs encouraged by:
Newmarket	October 18, 2016	Trinity United Church 461 Park Avenue Newmarket	October 14, 2016
Clarington	October 20, 2016	Newcastle Community Hall 20 King Avenue West Newcastle	October 17, 2016
Hamilton	October 24, 2016	Ukrainian Catholic Church of the Resurrection 821 Upper Wentworth Street Hamilton	October 21, 2016
Windsor	October 26, 2016	Constable John Atkinson Memorial Community Centre, Leisure Gym 4270 Alice Street Windsor	October 21, 2016
London	October 27, 2016	German Canadian Club, Main Hall 1 Cove Road London	October 24, 2016

Town Hall	Date	Location	RSVPs encouraged by:
Guelph	November 1, 2016	University of Guelph, University Centre, Peter Clark Hall 50 Stone Road East Guelph	October 28, 2016
Oakville	November 3, 2016	Oakville Town Hall 1225 Trafalgar Road Oakville	October 30, 2016
Sudbury	November 8, 2016	Lexington Hotel, Salon ABC 50 Brady Street Sudbury	November 4, 2016
Ottawa	November 9, 2016	St. Anthony's Banquet Hall 523 St. Anthony Street Ottawa	November 4, 2016
Toronto	November 15, 2016	Metro Toronto Convention Centre, North Building, Room 201 222 Bremner Boulevard Toronto	November 11, 2016
Mississauga	November 17, 2016	Port Credit Royal Canadian Legion Branch #82 35 Front Street North Mississauga	November 14, 2016
Thunder Bay	November 24, 2016	Da Vinci Centre, Michelangelo Room 340 Waterloo Street South Thunder Bay	November 21, 2016

Members of the public are also invited to [**submit their written comments and feedback**](#) on OMB reform by **December 19, 2016**.

Further information about the OMB Review is available online at [**ontario.ca/OMBReview**](http://ontario.ca/OMBReview). You can also visit our posting on the Environmental Bill of Rights Environmental Registry [**EBR Registry No.: 012-7196**] at [**ebr.gov.on.ca**](http://ebr.gov.on.ca).

Should you have any further questions about the Review or the upcoming regional town hall sessions, please do not hesitate to contact us by sending an email to OMBReview@ontario.ca or calling **1-855-776-8011**.

Mis à Jour: Examen de la Commission des affaires municipales de l'Ontario (CAMO) - Assemblées publiques Date et Lieux

Nous vous invitons à participer à une assemblée publique pour en apprendre davantage sur le rôle actuel de la CAMO au sein du processus d'aménagement du territoire, fournir vos points de vue, ainsi que passer en revue et commenter les changements que le gouvernement songe à apporter à la CAMO. Nous vous encourageons à **confirmer votre présence par Internet**, par courriel à l'adresse OMBReview@ontario.ca ou par téléphone au 416 585-6014 ou 1 855 776-8011. Assurez-vous de nous indiquer si vous avez besoin de mesures d'adaptation.

Les dates, heures et lieux indiqués ci-après sont sujets à modification. Veuillez consulter **la page** Web du ministère des Affaires municipales régulièrement pour prendre connaissance des renseignements mis à jour, le cas échéant.

L'inscription et l'accueil auront lieu de **17 h à 18 h**. Les assemblées publiques **débuteront à 18 h et s'achèveront à 21 h 30**.

Assemblées publiques	Date	Lieu	Confirmer votre présence avant le
Newmarket	18 octobre 2016	Trinity United Church 461, avenue Park Newmarket	14 octobre 2016
Clarington	20 octobre 2016	Newcastle Community Hall 20, avenue King ouest Newcastle	17 octobre 2016
Hamilton	24 octobre 2016	Ukrainian Catholic Church of the Resurrection 821, rue Upper Wentworth Hamilton	21 octobre 2016
Windsor	26 octobre 2016	Constable John Atkinson Memorial Community Centre, Leisure Gym 4270, rue Alice Windsor	21 octobre 2016

Assemblées publiques	Date	Lieu	Confirmer votre présence avant le
London	27 octobre 2016	German Canadian Club, Main Hall 1, rue Cove London	24 octobre 2016
Guelph	1 novembre 2016	University of Guelph, University Centre, Peter Clark Hall 50, rue Stone est Guelph	28 octobre 2016
Oakville	3 novembre 2016	Oakville Town Hall 1225, rue Trafalgar Oakville	30 octobre 2016
Sudbury	8 novembre 2016	Lexington Hotel, Salon ABC 50, rue Brady Sudbury	4 novembre 2016
Ottawa	9 novembre 2016	St. Anthony's Banquet Hall 523, rue St. Anthony Ottawa	4 novembre 2016
Toronto	15 novembre 2016	Metro Toronto Convention Centre, Immeuble nord, Room 201 222, boulevard Bremner Toronto	11 novembre 2016
Mississauga	17 novembre 2016	Port Credit Royal Canadian Legion 35, rue Front nord Mississauga	14 novembre 2016
Thunder Bay	24 novembre 2016	Da Vinci Centre, Michelangelo Room 340, rue Waterloo sud Thunder Bay	21 novembre 2016

Les membres du public sont également invités à **faire part par écrit de leurs commentaires et points de vue** sur la réforme de la CAMO d'ici le **19 décembre 2016**.

Pour des précisions sur l'examen du rôle de la CAMO, veuillez consulter la page située à ontario.ca/examendelacamo. Vous pouvez aussi consulter l'avis que nous avons publié dans le Registre environnemental [numéro d'avis 012-7196] à www.ebr.gov.on.ca.

Pour toute question concernant l'examen ou les assemblées publiques régionales, n'hésitez pas à communiquer avec nous par courriel à OMBReview@ontario.ca ou par téléphone au 1 855 776-8011.



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

October 17, 2016

To: Heads of Council
Chief Administrator Officers
Chief Finance Officers, Treasurers and Tax Collectors

From: Carla Y. Nell, Vice-President, Municipal and Stakeholder Relations

Subject: **2016 Assessment Update – Notices for Farm and Business Properties**

I would like to take this opportunity to provide an update on this fall's mailing of Property Assessment Notices.

To date, more than 4.5 million Property Assessment Notices have been mailed to residential property owners across Ontario updating property assessments to reflect the legislated January 1, 2016 valuation date. As of October 11, Property Assessment Notices for farm and business properties were also mailed. Some key dates, including the associated Request for Reconsideration (RfR) deadlines are noted below:

Property Type	Notice Mailing Date	RfR Deadline
Farm Properties	October 11, 2016	February 8, 2017
Business Properties	October 18, 2016	February 15, 2017
Multi-Partition Residential Properties	October 24, 2016	February 21, 2017
Special Purpose and Business Properties, Landfills, Managed Forests and other Amended Notices	November 28, 2016	March 28, 2017

In addition to these important milestones, on October 4, MPAC distributed updated preliminary values for large and special purpose business properties to affected property owners and municipalities. Final Notices for these properties will be mailed on November 28.

October 17, 2016

2016 Assessment Update – Notices for Farm and Business Properties

Page 2 of 2

Throughout the 2016 assessment update, we have placed careful and deliberate focus on increased transparency and shared understanding of property assessments. With this in mind, [AboutMyProperty](#) has been redesigned to offer enhanced information for farm and business property owners.

- Market trends for farms and business properties will be available on the AboutMyProperty™ home page as Property Assessment Notices are mailed in October.
- Using a secure login, property owners can view a copy of their Property Assessment Notice, detailed information about farmland, commercial, industrial and farm structures, and the valuation information for their property and neighbouring properties that may be comparable to their own.
- We have also created a new [Farm Brochure](#) and other tools to specifically help farmers understand how MPAC assesses the various components on their property (e.g., the farm residence, farm land, outbuildings, etc.).

In addition, new [Methodology Guides](#) are available on [mpac.ca](#) for a broad range of property sectors, including farm, golf courses, shopping centres and standard commercial and industrial properties.

Over the coming weeks, we will continue to engage municipalities, stakeholders and property owners as we finalize property assessments for the 2016 Assessment Update. With the expanded availability of information and licences for Municipal Connect and the recently-posted Notice-based Municipal Change Profile Reports, I encourage you to actively monitor preliminary values for your communities and engage your regional and account managers in discussions.

We look forward to continuing to work closely with you as we finalize 2016 values. If you have any questions about this fall's Notice mailing, please contact your Regional Manager or Account Manager, Municipal and Stakeholder Relations.

Yours truly,



Carla Y. Nell

Vice-President, Municipal and Stakeholder Relations

cc: Regional and Account Managers

Lisa Slomke

From: ROMA Communications <romacommunicate@roma.on.ca>
Sent: Monday, October 17, 2016 1:04 AM
To: Lisa Slomke
Subject: Time to Book: Delegations, Hotel Rooms and Your Seat at ROMA 2017
Attachments: ROMAProgramataGlance13Oct.pdf

2017 ROMA AGM and Annual Conference**ROMA Speaks**

29 - 31 January, 2017
 Sheraton Centre Toronto Hotel

The 2017 ROMA Conference is the place to be in January 2017 - there is a lot to discuss, a lot to learn and much to discover. Check out the program at a glance, attached or [online](#), and take a moment to register and book your hotel room.

Session topics include:

- Managing the Municipal Assessment Base
- Social Media 101
- Where is the Money in Food and Farming?
- Ward vs At Large Elected Representatives – The Pros & Cons
- The Path and Trails to Healthy Rural Communities
- Shoreline Preservation and Restoration
- Climate Change: Trees can be the Solution
- The Impact of the *Municipal Election Act* Changes
- Complaints in Rural Communities: The role of the Ombudsman and Integrity Commissioners
- Sign Posts for Responsible Councillors: Tools to Help You Get it Right
- A Whole New World: The *Waste Free Ontario Act*
- *and more...*

Key Speakers:

- Honourable Kathleen Wynne, Premier of Ontario
- Honourable Bill Mauro, Minister, Ministry of Municipal Affairs
- Honourable Jeff Leal, Minister, Ministry of Agriculture, Food and Rural Affairs
- Patrick Brown, Leader of the Opposition

- Andrea Horwath, Leader of the Ontario NDP
- Rex Murphy
- Doug Griffiths
- *and more...*

Don't Forget To:

- Register [online](#) or using the attached registration form.
- Book your hotel room - details at ROMA.on.ca
- Request your ministerial delegation before November 14, 2016. Details can be found at <http://www.mah.gov.on.ca/Page15019.aspx>

See you in January.

ROMA Events

DISCLAIMER: Any documents attached are final versions. ROMA assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

OPT-OUT: If you wish to opt-out of these email communications from ROMA please [click here](#).



Lisa Slomke

From: Don.Rusnak.C1@parl.gc.ca
Sent: Monday, October 17, 2016 12:01 PM
To: Town
Cc: Kathy Lawson; Lisa Slomke; Dawn Galusha; Roy Avis
Subject: Pre-Budget 2017 from Don Rusnak, MP
Attachments: 20161017120057.pdf

Please see attached letter for pre-budget 2017, submission need to be made prior to October 21st, 2016.



Jennifer de Bakker.

Office Manager Thunder Bay Constituency Office
 Don Rusnak Member of Parliament
 Thunder Bay—Rainy River
 905 E Victoria Ave, Thunder Bay, ON P7C 1B3
 Tel : 807-625-1161
don.rusnak.c1@parl.gc.ca

Ottawa

Room 950, The Valour Building
Ottawa, Ontario K1A 0A6
Tel.: 613-992-3061
Fax.: 613-995-3515



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Don Rusnak

Member of Parliament / Député
Thunder Bay—Rainy River

Ottawa

Pièce 950, Édifice de la Bravoure
Ottawa (Ontario) K1A 0A6
Tél. : 613-992-3061
Télééc. : 613-995-3515

Constituency

905 E Victoria Avenue Unit 1
Thunder Bay, Ontario P7C 1B3
Tel.: 807-625-1160
Fax.: 807-625-1164

Circonscription

905 E, avenue Victoria unité 1
Thunder Bay (Ontario) P7C 1B3
Tél. : 807-625-1160
Télééc. : 807-625-1164

MP pre-budget consultation

October 12th, 2016

Dear Mayor Roy Avis,

I would like to invite you to be part of the conversation about how we can make the economy work for you and your community. As we build on our momentum to grow the middle class and position Canada for the global economy of tomorrow, it is your insights which will shape our vision for Budget 2017.

At the beginning of this meeting, I will provide a brief presentation on the economic outlook and speak about some of the important steps we took in Budget 2016 to help middle class families drive our economy forward. Then it will be my turn to listen as you share your thoughts about how we can do more to grow the middle class and help those working hard to join it.

Some of the themes we would like you to consider are:

- Where can we invest to create more and better jobs?
- What opportunities should new graduates look forward to?
- How can we ensure we position Canadian businesses to compete around the world?
- How can we make sure our success is shared with those who need it most?

I'm going to take these insights and suggestions back to Ottawa and present them to our Finance Minister Bill Morneau.

Some of the measures we have already implemented to help Canadians at every stage of their lives, including: our middle class tax cut, which puts more money into the pockets of 9 million Canadians; the Canada Child Benefit, which will help 9 out of 10 families and lift 300,000 children out of poverty; and our strengthening of the Canada Pension Plan, so that every Canadian can have a secure and dignified retirement.

All ideas are welcome; we would like to take as broad an approach as possible. All relevant topics will be considered.

However, this session will be only one of the ways you can provide your input for Budget 2017. If you would prefer to share your ideas online, you may do so at: <http://budget-lebudget.ca/>. You can also reach out to us on Twitter, using the hashtag #PBC17.

We look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Don Rusnak', with a long horizontal stroke extending to the right.

Don Rusnak
Member of Parliament for Thunder Bay—Rainy River
House of Commons
Ottawa, Ontario
K1A 0A6

Fort Frances Museum & Cultural Centre



259 Scott Street
Fort Frances, ON P9A 1G8
807 274-7891

Fax: 807 274-4103

www.fort-frances.com/museum

sgeorge@fort-frances.com

Find us on Facebook!



Fall 2016



Library display case showing some components of our gala theme!

Intern: Lauren Hyatt

Once again, through the generous assistance of the Northern Ontario Heritage Fund Corporation, we have hired a one-year intern position. We welcome Lauren Hyatt, our new Events and Programming Coordinator, who will continue with the development of interactive display components and will lend an experienced hand with programming around our Canada 150 exhibits and events. Lauren, originally from South Africa, obtained a Master of Performing Arts at Lethbridge University in Alberta, prior to moving here. She has experience in event planning and has a particular interest in community engagement. We are very happy to have Lauren on board. She comes at a good time... just as we begin construction of the nearby market square and community stage.

If you are in the vicinity, stop by and welcome Lauren to our community.

Lauren has been working on decorations for the Friends Fundraising Gala, coming up on Nov 3. The shield and dragon are decorations that make up the medieval exhibit, part of the 'Night at the Museum' movie theme.

Also shown is a '49 Canadian' lined wooden cooler, hand-made by Eric Fagerdahl for the live auction.

Did I mention that Lauren studied drama? 😊

Friends Fundraising Gala: *Night at the Museum!*

Thursday, November 3rd, 6:30 - 9:30 p.m.

An evening of music, games, live auction, fine wine, delectable eats and more!

Tickets: \$30 in advance or \$35 at the door.

*Dress as a character
from your favourite exhibit,
...or as one of our favourite people:
patrons of the museum!*



Exhibits!

Currently in our main floor gallery, we commemorate 75 years since the **Battle of Hong Kong**. Researched and created by Marjorie Stintzi, service officer and historian with the Royal Canadian Legion branch 54 in Rainy River, this exhibit details the plight of Allied prisoners in Japanese war camps. Many of these stories are of local young men, who with only basic training and lacking sufficient weaponry, were hurriedly sent to Hong Kong, only to lose a major battle and thus spend years - sometimes their remaining years - under brutal conditions in PoW camps.

Last day to view is October 29th.



Above: Best Original Design
First Place: Jamie Nelson (the unicorn)

In our upstairs gallery, we host our first juried **Fibre Arts Festival!** We received a varied selection of pieces: quilting, crochet, needlework, a knitted coat, an appliqued skirt, fantasy creatures made from felted wool, and more!



Left:
Best Use of
Materials
First Place:
Shelley Jordbro

Below:
Best Pattern
Piece
First Place:
Carla Rittau

We're very pleased with the quality of work.

And by the traffic coming in to see, we know we can expect even more submissions the next time we host this event.... two years from now! So all of you who were too shy to exhibit this round... start planning. Competition is sure to be fierce!

Fibre art will be on display until the end of the year. Last date to vote for the People's Choice Award is November 5th.



Opening November 8th and running through December in our main floor gallery, we see the return of **Threadworks**, the fibre arts show that started it all. A very popular exhibit due to the quality and creativity of the work, this will be the last showing of Threadworks, titled *Flashback*. As other fibre arts shows make the rounds, Threadworks organizers are winding down. Although we'll miss the inspiration that fuels our own work, local fibre artists are ready to carry the torch!

For 2017

From January until March, on loan from the Bruce County Museum & Cultural Centre.... comes **Freemasonry, A history hidden in plain sight**.

In recent years we have seen a lot of hype around ancient brotherhoods and secret societies, a phenomena that started with the Dan Brown books (*The DaVinci Code*, *Angels and Demons*) and exploded with a little help from Hollywood. Free Masonry, although a brotherhood that has been around for hundreds of years, saw its beginnings in legitimate business. This exhibit explains some of the symbolism and history that surround the masons. Although Freemasonry, A History in Plain Sight unravels some of the mystery, the story remains eminently fascinating.

We are able to bring in this exhibit through the Museums Assistance Program which helps museums like ours afford the transportation costs of travelling exhibits.



During most of 2017, April through October, we tell the story of transportation. Beginning with the canoe and snowshoe, we follow travel as it developed with the steamships that dominated the river, the trains that ate up miles of track, bush planes that opened up the north and the hundreds of miles of cart-tracks that were replaced by paved highways. The scope of Northwestern Ontario is determined by its ease of navigation... at times murderously slow; more recently almost civilized, but still with a ways to go. Through photographs and local story, we will cover 150 years of history by relating it to transportation, a key component to communication and economy in this part of Canada.

If you have a story, a photo or an artefact that relates to transportation, please share it with us.

To finish off the year, we will be exhibiting fashions over Canada's history. We will be borrowing ten outfits from the Costume Museum of Canada, specifically selected to explain how fashions developed over 150 years. In addition we'll be adding pieces from our own collection. This should be a fun exhibit. As we know, fashion like art, can dazzle you or.... cause you to shake your head and smile. Either way, we hope you'll enjoy our excursion into the realms of fantas... fashion! November and December 2017.

There will be events and programming around all of our exhibits. Information will be included in upcoming newsletters, on our website and Facebook page. As plans take shape, we will also advertise. If there's an event you would like to see, or an idea you would like to share, give us a call at 274-7891. Together we can properly celebrate Canada's 150th Birthday!



Museum Projects

Interactive Programming

The interactive components that will enhance our permanent exhibit themes have received a good start with some focus from our summer intern, Julia Piskiewicz, and technology expertise from Jeremy Hughes. Although the intention is to have tablets that visitors can carry as they make their way through the exhibits, we will also have three fixed units in key locations. We hope to have some aspect of this project up and running prior to Christmas, so watch for that.

William Hampden Tener (Tenner)

We continue to work towards acquiring high resolution digital copies of the Tener photographs. We now have a contract with the Ontario Archives, and work will soon begin on scanning the fragile glass slides. Aaron Cain, a Toronto university student in archives and records management, will be digitizing the photos on our behalf.

As a Canada 150 project, the museum, in partnership with Jim Cumming and Merv Ahrens, have plans to compile and publish these photographs, important for the depiction of every day life in our rural areas.



In preparation for our Canada 150 exhibit on transportation, we are sifting through and setting aside relevant photographs, a process that is much simpler now that Nell Laur has scanned most of our photograph collection. The photo above shows men working on the rail line 1/4 mile above LaVallee during flooding in 1919.

Arts Programming

This fall, the museum has once again partnered with Friends of the Museum to offer arts programming to our community. Together we pay for artists to lead workshops, plus cover the costs of advertising. Adult participants pay for materials only. ***You must prepay, one week prior, to hold your spot.***

In this way, costs for programming are within reach for most of our community.

Below is our line-up for programming taking place prior to Christmas. In the new year, we'll post the new schedule.

Adults (age 12 and up)

Beginner Sewing: Sat Nov 5 & 12, 1-4 p.m. at the Museum; need sewing machine & measuring tape
Instructor: Judy Kielczewski; Cost: \$15; Deadline for registration: Oct 29

Creating fused glass Christmas ornaments: Mon Nov 7, 5-9 p.m. at "From the Grind Up"
Instructor: Cher Pruys, Cost: \$40, Deadline for registration: Oct 31st

Christmas wreaths: Sun Nov 20, 1-4 p.m. at the Museum
Instructor: Jen Coats; Cost \$35; Deadline for registration: Nov 12

Creating fused glass Christmas ornaments: Sat Dec 3, 1-4 p.m. at the Museum
Instructor: Cher Pruys, Cost: \$40, Deadline for registration: Nov 25

Christmas cross-stitch: Sat Dec 10, 1-4 p.m. at the Museum
Instructor: Carla Rittau; Cost: \$5; Deadline for registration: Dec 6.

Christmas centre-piece: Wed Dec 21 at the Museum
Instructor: Jen Coats; Cost \$25; Deadline for registration: Dec 14.

Children & Families: \$2 per person or \$5 per family

Come & Go, 1-4 p.m. at the Museum

Sat Oct 29: Halloween Haunt with Lauren Hyatt; games & crafts; come in costume.

Sat Nov 26: Open Studio with Lindsay Hamilton; Christmas crafts.

Additional Workshops

This fall, the Museum has partnered with the Sunset Country Metis on a number of workshops.

One group has been meeting on select Wednesdays to bead.



A weekend this fall was spent making a capote, a coat made from a Hudson Bay blanket. Instructors also spend time explaining the cultural significance behind the craft.

Winter Carnival 2017

Part of our Canada 150 programming will be a winter carnival, planned for the Heritage Day weekend in February. The theme of the event will be old-fashioned winter fun. If you're Canadian, you will have experience with some of these activities... snow-shoeing, bannock on a stick, maple syrup in the snow, ice-fishing, etc. But it may be that you're too young to have played pond hockey, jam-pail curling or been around when someone has been putting up ice. Our winter carnival will include as many of these ideas as we have people interested in helping make this happen. If your group would like to take on one of these events, we're one step closer to a great winter carnival.



We're also looking for people who can provide food. If you're fundraising for an upcoming event, think about making hot soup, hot chocolate or popcorn. Any outdoor exercise, and particularly on a wintry day, can whet the appetite. A little something to fuel the furnace will be appreciated — while providing your group with the opportunity to raise some money.



If you've an idea you would like to pursue, give us a call at 274-7891.

Calendar of Events

- Now thru Dec: Fibre Arts Festival, upstairs gallery — in house.
- Until Oct 29: Battle of Hong Kong, created by Marjorie Stintzi
- Thurs Nov 3rd: Friends Fundraising Gala—*Night at the Museum!*
- Nov & Dec: 'Threadworks' — borrowed from Ontario Needleworkers and Wellington County
- Jan thru Mar 2017: 'Free Masonry, History Hidden in Plain Sight' — Bruce County Museum
- February long weekend: Winter Carnival



Off-season hours: Open Tues thru Sat, 11 a.m. until 4 p.m. Admission by donation.

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #17

October 3, 2016

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on October 3, 2016 from 8:00 a.m. to 9:24 a.m.

PRESENT: D. Kitowski, Chair, W. Brunetta, Councillor, J. Albanese, Councillor, R. Avis, Mayor.

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, P. Briere, Secretary.

1. **Call to Order - 0803am**
Session #17
2. **Disclosure of pecuniary interest and the general nature thereof**
None
3. **Approval of Previous Committee Minutes**
 - 3.1 Approval of the September 19, 2016 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**
 - 5.1 Land Rental Inquiry.
- No update, item referred to next meeting.
 - 5.2 Property Matter - Holding Consideration
- This item has been tabled and requires further investigation by the Municipal Planner as directed.

Albanese-Brunetta: THAT the Planning and Development Executive Committee now meet in-camera in order to address a matter pertaining to: a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically item 5.2 - property matter - holding consideration.

CARRIED
6. **Items Referred from Council**
None.
7. **New Business**
 - 7.1 Appointment of Chief Building Official.
- The Planning & Development Executive Committee is recommending that Council approve the report to appoint the Chief Building Official.
 - 7.2 Sister Kennedy Centre Request - Waiving Calendar Parking Restrictions.
- The Planning & Development Executive Committee is recommending that Council approve the request to waive the calendar parking restrictions as requested in the letter.
 - 7.3 Draft Business Licensing By-Law.

- The Planning & Development Executive Committee received and considered written communication from Mr. C. Brunetta and Mrs. L. Locker in regards to their concerns. After a lengthy discussion was had in regards to these concerns, the Planning & Development Executive Committee is recommending Council approval of the report from the Clerk as presented.

8. Outstanding Items

- 8.1 Dialog Ontario Inc. - Encroachment Agreement.
 - No update, item referred to next meeting.

9. Information
None.

10. Non-agenda Items
None.

11. Adjourn / Next Meeting Date - 0924am
Monday October 17, 2016

Executive Committee Chair

Secretary, Planning & Development Executive Committee

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #38

Tuesday, October 4, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on Tuesday, October 4, 2016 at 12:00 p.m.

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

ALSO PRESENT: Doug Brown, CAO, Lisa Slomke, Clerk, Dawn Galusha, Deputy Treasurer, and Laurie Lindberg, Treasurer

REGRETS: None

1. Call to Order

1.1 Councillor Ken Perry called the meeting to order at 12:03 p.m.

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

2.1 Fort Frances Laker's Public Budget Meeting Request

2.2 Mayor Avis NOMA Regional Conference Travel & Per Diem Claims

2.3 Mayor Avis Police Services Board Meeting Travel Expense Claim

3. Disclosure of pecuniary interest and the general nature thereof

3.1 Councillor Paul Ryan declared a conflict of interest on Agenda Item 7.4 Councillor Ryan NOMA Conference Travel & Per Diem Claims as those are his expenses.

3.2 Councillor Wendy Brunetta declared a conflict of interest on Agenda Item 7.6 Councillor Brunetta NOMA Regional Conference Travel & Per Diem Claims as those are her expenses.

3.3 Councillor Ken Perry declared a conflict of interest on Agenda Item 7.5 Councillor Perry NOMA Regional Conference Travel & Per Diem Claims as those are his expenses.

3.4 Mayor Roy Avis declared a conflict of interest on Non-Agenda Items 2.2 Mayor Avis NOMA Regional Conference Travel & Per Diem Claims and Item 2.2 Mayor Avis Police Services Board Meeting Travel Expense Claim as those are his expenses.

4. Approval of Previous Committee Minutes

4.1 The Committee considered the following resolution:
Brunetta/Ryan: That the minutes of the previous meeting held on Tuesday, September 20, 2016 be approved as presented. CARRIED

5. In-Camera

6. Items Referred from Council

6.1 800 Scott Street Water Service Repair Invoice - The Committee recommended to agree with the recommendation of the Operations & Facilities Executive Committee to reduce Mr. Krag's invoice for water service repair at 800 Scott Street in the amount of \$500.00.

- 6.2 When Eagles Fly Program Financial Request - The Committee will defer this request until input is received from the Police Services Board and further that a program budget be requested.

7. New Business

- 7.1 Renewal of Municipal Insurance 2016-2017 - The Committee recommended to renew the Municipal Insurance with Frank Cowan Company for the period November 1, 2016 to November 1, 2017 in the amount of \$186,240 plus applicable taxes.
- 7.2 Boards and Committees Strat Plan Initiative - The Committee recommended to endorse the draft by-law presented and further request that the proposed Boards & Committees By-Law be brought forward at the next meeting of Council for enactment.
- 7.3 Request for Consideration M.O.S. - The Committee recommended to receive the Minutes of Settlement for properties located Williams Ave (RPRR22 Pt Part 8 Parcel 14648) and 1054 Williams Ave in Fort Frances for the 2016 taxation year.
- 7.4 Councillor Ryan NOMA Regional Conference Travel & Per Diem Claim - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$445.00 as submitted by Councillor Paul Ryan for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016.
- 7.5 Councillor Perry NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$555.00 as submitted by Councillor Ken Perry for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016.
- 7.6 Councillor Brunetta NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$555.00 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016.
- 7.7 Expanded Ontario Community Infrastructure Funding - Formula Based Component Agreement - The Committee recommended approval that the Mayor and Clerk be authorized to execute the new expanded OCIF - Formulas based component agreements with the Minister of Agriculture, Food and Rural Affairs.
- 7.8 Council Remuneration Committee Appointment (Discussion) - Mayor Avis and CAO will select and provide committee appointees to the Clerk for the next meeting of Council.
- 7.9 Railway Right of Way - Taxation (Discussion) - Councillor Perry will investigate a draft resolution for Ontario municipalities.

8. Non-agenda Items

- 8.1 Fort Frances Laker's Public Budget Meeting Request - Community Services will investigate reduced rates for non-prime time ice rentals.
- 8.2 Mayor Avis NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$536.60 as submitted by Mayor Roy Avis for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016.

- 8.3 Mayor Avis Police Services Board Meeting Travel Expense Claim - The Committee recommended to approve the Travel Expense claim in the total amount of \$53.65 as submitted by Mayor Roy Avis for his attendance at the Police Services Board Meeting held in Atikokan, Ontario on September 27, 2016.

9. Outstanding Items

- 9.1 Couchiching First Nations Water & Sewer Agreement

10. Information

11. Adjourn / Next Meeting Date

- 11.1 Tuesday, October 18, 2016

Executive Committee Chair

D. Brown, CAO

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #016

September 21, 2016

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on September 21, 2016 from 8:30 a.m. to 9:40 a.m.

PRESENT: Paul Ryan, Chairperson, Doug Kitowski, June Caul, Doug Brown, CAO and Travis Rob.

ALSO PRESENT: Bill Kraig, Doug Herr, Greg Wiedenhoeft (8:30 a.m. to 9:04 a.m.) and Patrick Briere and Arlene Byrnes (By-Law - 9:20 a.m. to 9:30 a.m.)

1. Call to Order

The meeting was called to order at 8:30 a.m.

2. Disclosure of pecuniary interest and the general nature thereof

None

3. Approval of Previous Committee Minutes

3.1 Minutes from the meeting of this Committee on September 7, 2016 - the minutes were approved as circulated.

4. Non-agenda Items

None

5. Items Referred from Council

5.1 Letter from William Krag - owner of 800 Block Scott Street - Water Service Repair Invoice - recommended that there be a \$500.00 reduction from the invoice.

5.2 Letter from Mr. Wayne Lundstrum - Use and Care of Pedestrians and Bicyclists - the administration report was reviewed and will be forwarded to Council for approval.

6. New Business

6.1 Request to Rent Property for the Purpose of cash crops - Deferred

6.2 Airport Property Land Lease Private Aircraft Hangers - Shane Pope - the administration report was reviewed and will be forwarded to Council for approval.

6.3 Airport Property Land Lease Private Aircraft Hangers - Todd Laugheed - the administration report was reviewed and will be forwarded to Council for approval.

6.4 Surplus Equipment - Wastewater Treatment Plant and Public Works Shop - the administration report was reviewed and will be forwarded to Council for approval.

7. Information

7.1 Fort Frances Wastewater Treatment Facility July 2016 Monthly Report - the Fort

Frances Wastewater Treatment Facility July 2016 report was reviewed and will be forwarded to Council as information only. No action required.

- 7.2 Sewer and Water Data for 2016 - updated September 12, 2016 - the Sewer and Water Data as of September 12, 2016 was reviewed and will be forwarded to Council as information only. No action required.

8. Adjourn / Next Meeting Date

Adjourn at 9:40 a.m. with the next meeting scheduled for October 19, 2016.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities

Richard Boileau -Chair McTaggart	P	Chamber of Commerce Representative Jennifer Soderholm	A
Ed Gackley Flinthouse - Guest	P	RRFDC – Geoff Gillon	A
Jennifer Horton Curvy Chick	P	John Albanese – Town Councilor Town of Fort Frances	P
Scott Krienke-Turvey Ink Spotz Apparel	P	Shelley Wepruk Secretary	P
Marie Therese Metke Pharmsave	P		
Doug Cuthbertson Northwoods	P		
Pat Gartshore Gartch's International Pub	P		
Kim Nicholson Emes Financial	A		



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 am. 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 – 09 September, 2015

Copies of the minutes from the 17 August, 2016 Board of Management Meeting circulated for review and approval. The following motion was made:

Motion #1 John Albanese/Scott Krinke-Turvey
 TO accept the minutes presented of 17 August, 2016
 Also to ratify all motions made on that date.
No against or abstentions
CARRIED

3. Accounts Payable & Financial Report

Motion #2 THERE WERE NO BILLS FOR PAYMENT

Board of Management Meeting –14 September, 2016
Page 1 of 3

4. BUSINESS ARISING FROM THE MINUTES

Finance and Administration Committee

1. No report at this time

Promotions Committee

1. Girls Night out will be 17 November, 2016
2. Moonlight Madness will be 25 November, 2016 —
3. Festival of Frost will be 3 December, 2016. This will be before the Santa Clause Parade.
4. Shelley is to talk to Lisa re removing fencing on Rainy Lake Hotel property so we can have different activities there during the festival.

Maintenance Committee

1. Sidewalks – Should be getting letter from town shortly as it was discussed at council.
2. Baskets – There are still good for at least 1 more week. Twila is going to beef up our Xmas baskets this year to make them showier. Ted at Buck or Two has product for the baskets.
3. Snowflakes – going up after November 11, Remembrance Day. One star need repairs as the weld is broken.

OLD BUSINESS

1. Map – nothing until Rainy Lake Hotel comes down.
2. HOPC – No report
3. Calendar of Events – No Report
4. Nominees to Board – still in limbo re approval of applications
5. Tree Removal – Shelley will clarify with Lisa re moving tree when sidewalks are done. Richard will talk to Travis re work agreement.
6. Market Square – Doug brought in pictures of statues re moose and deer for market square. Doug found them in Wisconsin. Many people were stopping for photo ops.
7. Our brand is Shops on Scott on the Great Canadian Main Street.
8. Shelley will talk to Lisa and clarify that we are covered under the town insurance.
9. Scott Street Vendors Clarification – BIA does business license for Market Vendors for 100-300 blocks only. This means 1 day temporary businesses only.

NEW BUSINESS

1. Christmas Parade – Scott is to talk to International Falls re their day of parade. Schott would like the Chamber of Commerce to help with the parade this year.

Scott

5. Closing & Setting of Next Board Meeting

Motion # 3 John Albanese

To close the meeting

No against or abstentions

All in agreement – CARRIED

The next meeting date will be 12 October @ 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 8:56 am.