

TOWN OF FORT FRANCES

Planning & Development Executive Committee

AGENDA - December 5, 2016 at 8:00 a.m.

MEETING - Civic Centre - Committee Room

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| 1. <u>Call to Order</u>
Session #21 | |
| 2. <u>Appointment of Committee Positions</u>
Appointment of a Chair & Vice Chair for the Planning & Development Executive Committee (2 year term). | |
| 3. <u>Disclosure of pecuniary interest and the general nature thereof</u> | |
| 4. <u>Approval of Previous Committee Minutes</u>
4.1 Approval of November 21, 2016 meeting minutes. | 2 - 3 |
| 5. <u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u> | |
| 6. <u>In-Camera</u>
6.1 Land Rental Inquiry.
- No update, referred to next meeting. | |
| 7. <u>New Business</u>
7.1 Committee of Adjustment - Rezoning Application - Part of 200 McIrvine Road. | 4 |
| 8. <u>Information</u>
8.1 By-Law Enforcement Quarterly Activities Report.
8.2 New Business License - Rainy River Cannabis Collective. | 5 - 9 |
| 9. <u>Non-agenda Items</u> | |
| 10. <u>Adjourn / Next Meeting Date</u>
Tuesday January 3, 2017. | |

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #20

November 21, 2016

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on November 21, 2016 from 8:00 a.m. to 9:03 a.m.

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

ALSO PRESENT: D. Brown, CAO, T. Rob, O&F Manager, T. Dennis, CBO/Planner, P. Briere, Secretary.

1. Call to Order - 0800am
Session #20

2. Disclosure of pecuniary interest and the general nature thereof
None.

3. Approval of Previous Committee Minutes

- 3.1 Approval of November 7, 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, referred to next meeting.

6. Items Referred from Council

- 6.1 Swimming Pool By-Law Concerns.
- This item was discussed and the Planning and Development Executive Committee is recommending that the current By-Law #25/76 be reviewed and a draft be presented to the Committee by May 1, 2017.

7. New Business

- 7.1 First Draft Operating & Capitol Budget for Planning & Development.
- The first draft of the operating & capitol budgets were presented and after a lengthy discussion was had. The Planning and Development Executive Committee is recommending to accept the draft as presented.
- 7.2 Amendments to funding agreements with Northern Ontario Heritage Fund & FedNOR for the Rainy Lake Market Square Project.
- The Planning and Development Executive Committee is recommending to approve the report as presented.

8. Outstanding Items
None.

9. Information
None.

- 10. **Non-agenda Items**
 None.

- 11. **Adjourn / Next Meeting Date - 0903am**
 Monday December 5, 2016

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

Date: November 29, 2016
Report To: Planning and Development

From: Tyson Dennis, Secretary/Treasurer of the Committee of Adjustment, Chief
Building Official/Municipal Planner

**Re: Committee of Adjustment application for Re-Zoning part of 200 McIrvine from
Open Space to Institutional for the OPP building development**

C2-2016 Re-Zoning of 200 McIrvine Road

Jaime Posen from Fotenn Consulting gave a presentation informing the committee of the application for the rezoning from Open Space to Institutional of the property located at 200 McIrvine Road. During the presentation, Jaime thoroughly went through the application and report previously given to the committee to consider in their decision. Jaime informed the committee, the area in the application is only a piece of the entire land that now has the water treatment and water tower on the property which already is zoned Institutional, discussed of all testing that has taken place to gather information for the report, that the area is a great candidate to have all 200 McIrvine rezoned to Institutional zoning. Jaime took the time and answered questions from committee members in regards to traffic, trees, and entrance placement for public and workers access to the property.

The committee took the information provided by Jaime and voted to have the application C2-2016 Re-Zoning of 200 McIrvine Road approved to have the portion of the property Open Space changed to Institutional.

Respectfully submitted,

Original Signed By

Tyson Dennis
Secretary/Treasurer of the Committee of Adjustment
Chief Building Official/Municipal Planner

Date: December 1, 2016

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

Re: Update on Activities for By-Law Enforcement Department.

As per direction from D. Brown, CAO, to ensure that the Planning & Development Executive Committee is aware of the activities of the By-Law Enforcement Department on a quarterly basis, please see the below information for the months September, October & November activities for this department.

September 2016

Shelter Statistics

Impounded Dogs	4
Impounded Cats	7
After Hours Visits	12
Total Shelter Visits for Month	45

Parking Statistics

Downtown Core Total Tickets	28
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Rest of Month Statistics Attached to Report.

Other Activities for Month

- EFG/Kouchiching County Sheriff - Emergency Management Scenario.
- OPP Stolen Bikes.
- Minnie Avenue Resident Concerns.
- Business License Transfer License Application.
- JHSC Meeting.
- Business License Application for New Business.
- Deceased Cat on Road Complaint.
- PDEC Secretary Duties.
- P&D Staff Meeting.
- Cat Issue Flinders Ave.
- OAPSO Northern Ontario Chapter Meeting.
- Parking Tickets

- Sign Damaged, Williams Avenue Complaint.
- Taxi Meter Testing & Sealing.
- Notice of Impending Conviction Letters
- Conviction of Outstanding Parking Tickets.
- Fine Box Collection.
- Parking Meter Collection
- Business License Questions from a Resident.
- Bike's on Sidewalk Letter from a Resident.
- Lost Cat call from a Resident.
- Loading Zone Rental Report sent for Invoicing.
- Moving Permits Issued.
- Backyard Chickens By-Law.
- Lost Dog call from a Resident.
- Cat Complaint, Crowe Avenue.
- Francophone Flag Raising.
- Nugget Pawn Daily Activities.
- JHSC Policy Review at Staff Meetings.
- OPP Meeting in regards to Point Park.
- Garbage Complaint, Scott Street.
- Found Cat at Rainbow Motel.
- Sign Permits Issued.
- Business License By-Law Review.
- Handicap Parking Ticket Issued.
- Fence Construction Info provided to two Residents.
- Downtown Parking Enforcement.
- Kiss N Ride Parking Enforcement.

October 2016

Shelter Statistics

Impounded Dogs	1
Impounded Cats	7
After Hours Visits	4
Total Shelter Visits for Month	21

Parking Statistics

Downtown Core Total Tickets	20
Calendar Parking Tickets	1
Parking Prohibited Tickets	1
Parked Facing Wrong Direction Tickets	1

Rest of Month Statistics Attached to Report.

Other Activities for Month

- Fence Construction Info provided to a Resident.
- Parking Invoice Questions from RRDSSAB.
- OPP Monthly Parking Stats Report.
- Bear Complaints from Residents.
- Moving Permits Issued.
- UNFC Loading Zone Invoice Questions.
- Business License Complaints.
- New Business License Applications.
- Emergency Management Activities.
- Nugget Pawn daily Activities.
- Downtown Parking Enforcement.
- Parking Ticket Inquiries from Residents.
- JSHC Training for New CUPE Representative.
- JHSC Monthly Inspections.
- School Presentations with OPP.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- Kiss N Ride Parking Enforcement.
- PDEC Secretary Duties.
- Parking Complaints from Downtown Businesses.
- Stolen Bike's with OPP.
- Property Standards Complaint – Third Street East.
- Property Standards Complaint – Butler Avenue.
- Dog Barking Complaints.
- Sign Permit for A&W.
- Moving Permit for Emcon.
- Property Standards Complaint – Third St. E.
- Garbage Complaint – Second St. E.
- Sump Pump Issue – Church St.
- Bear Complaints.
- Found Dog – Cornwall Ave. N.
- McIrvine Road Property Info Request from potential buyer.
- Garbage Burning Complaint – Scott St.
- Burning Permit Investigation – Col. Rd. W.
- Illegally Built Fence & Zoning Issues – King's Hwy.
- Portage Avenue Parking Lot Machine Repair.
- Preparing Taxi Companies for 2017 Renewal Process.

November 2016

Shelter Statistics

Impounded Dogs	2
Impounded Cats	2
After Hours Visits	0
Total Shelter Visits for Month	11

Parking Statistics

2 Hour Parking Ticket	21
Park in Laneway Tickets	2
Park Detached Trailer Tickets	6
Parking Prohibited Tickets	5
Park Facing Wrong Direction	2
Calendar Parking Tickets	90

Rest of Month Statistics Attached to Report.

Other Activities for Month

- Nugget Pawn Daily Inspections.
- PDEC Secretary Duties.
- Downtown Parking Enforcement.
- Bike pick-up for OPP.
- Sign Permits Issued
- Moving Permits Issued.
- Kiss N Ride & School Zone Parking Enforcement.
- Portage Avenue Parking Lot Final Repairs.
- JHSC Monthly Inspections.
- Dog Found – Webb’s Power Shack.
- Parking Reminder Notices – Portage Lot.
- Property Standards – Sixth St. W.
- Emergency Management Plan Updating.
- Preparing 2017 Business License Renewal Process.
- New Business License Application – Bell Store.
- Installed Shelf in Office with CBO.
- Dog at Large – Fifth St. W.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- PDEC Secretary Duties.
- Pitbull Complaint.
- Dog Complaints – Church St.
- Garbage Complaint - 4th St. W.

- Chamber of Commerce Survey Results Licensing.
- Property Standards Complaint – Third St. E.
- Metis Nation of Ontario Flag Raising.
- 2017 Budget Preparation.
- New Business License Application – Seafood Sales.
- Annual Basketball Nets Inspection/Removals.
- Fundraising/Business Licensing Info Request – Autism Group.
- Taxi Driver License Application – New Driver.
- Property Standards Complaint – Sixth St. W.
- Garbage Complaint – Scott St.
- Garbage Complaint – Second St. E.
- Recycle Program Questions – Voyageur's Lion's Club.
- Emergency Management Preparing Training Info.
- Business Licensing Complaint – McIrvine Rd. N.
- Business License Application – RRCC.
- Portage Avenue Parking Lot – Parking Rental Requests.
- Parking Ticket Complaints.
- Parking Rental Spaces – Portage Avenue Parking Lot.
- Taxi Inspections/Licensing 2017 – Gold Star Taxi.

The month of December will be added into the 1st quarter report of 2017 to ensure that we are back on a true quarterly reporting with this Committee.

Respectfully submitted,

Original Signed By

Patrick Briere, CMM I, Property Standards Professional
 MLEO/Public Information Officer, Planning & Development Division
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