

TOWN OF FORT FRANCES

Community Services Executive Committee

AGENDA - December 5, 2016 10:30 AM

MEETING - Memorial Sports Centre - '52 Canadians Meeting Room

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TOWN OF FORT FRANCES

MINUTES

SESSION NO. #037

November 21, 2016

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Memorial Sports Centre - '52 Canadians Meeting Room on November 21, 2016 from 10:30 a.m. to 12:18 a.m.

PRESENT: Ken Perry - Chairman, John Albanese - Councillor, June Caul - Councillor, Doug Brown - CAO, Jason Kabel - Manager of Community Services

ALSO PRESENT: Sherry George - Museum Curator

1 CALL TO ORDER (Session # 037)

K. Perry called the meeting to order at 10:32 am.

2 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

- NIL.

3 APPROVAL OF PREVIOUS COMMITTEE MINUTES

3.1 Community Services Executive Committee - November 7, 2016 - **Approved as circulated.**

4 ITEMS REFERRED FROM COUNCIL

- NIL

5 NEW BUSINESS

5.1 Museum Budget - Sherry George - presented items included in the Museum budget and operational constraints observed at the Museum.

5.2 2017 CS Budget Summary Report - There was a brief introduction to the next two items on the agenda.

5.3 2017 Community Services Budget Summary - 1st Draft - There was a great deal of discussion on the 11 main cost centres of the Community Services Division. Values were scrutinized and accepted as presented.

5.4 2017 Community Services Budget - 1st Complete Worksheet - The worksheet was referred to throughout the review of the summary (above).

6 NON-AGENDA ITEMS
- NIL

7 IN-CAMERA
- NIL

8 INFORMATION

8.1 MSC Summer Hours - report at December 5, 2016 meeting

8.2 Next Meeting - December 5, 2016

9 CLOSING

There being no further matters before the committee at this time, the meeting was closed at 12:18pm

K. Perry, Executive Committee Chair

J. Kabel, Manager of Community Services

REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Manager of Community Services

DATE: November 30, 2016

RE: International Early Iron Car Club Request – Allen Smith

At the November 7, 2016 meeting of the Community Services Executive Committee (CSEC) there was a request by the International Early Iron Car Club referred by Council that was reviewed by the CSEC committee with input to be provided by the Administration & Finance Executive Committee (attached). The committee felt that it would be appropriate to have Allen Smith, Club President present at the December 5th meeting of CSEC to respond to questions that were posed.

In discussions with Allen regarding the request, he forwarded the enclosed responses to the questions that arose at the Nov. 7th meeting. Administration and Finance Executive Committee (AFEC) responses are included.

#	Requested Assistance	TOFF Response	IEI Car Club Response	Status
1	1 or both indoor ice surfaces	52 Arena - Setup for Summer Programs and would interrupt this if we were to need it. IFK Arena - Hockey School is looking at Aug. 7-18, 2017 so IFK is a potential venue in case of inclement weather.	We could do without using 52 Arena. Main reason for need is the chance of bad weather and need to move some of events inside. We may not need the IFK but would like to have it available if ice is not going in as a backup plan.	✓
2	All parking lots	Still have to leave access for other patrons at MSC, can use west side of 52 Arena, west side of main parking lot, and south portion of library for overflow	This would be a big help as we plan to have 85 camper units as well as their tow vehicles. Is the south portion of library available as an overflow area if needed?	✓
3	Washrooms	No problem for having access to washrooms in 52 Arena	Thanks for the assistance with this item	✓
4	Shower facilities	No problems for having access to showers in dressing rooms of 52 Arena	Thanks for the assistance with this item as they will be staying 2 nights	✓
5	Auditorium	There is a wedding booked for Saturday night and usually give access to wedding party to setup after 12 noon on Friday	We should not need the Auditorium on Friday as they are all planned to be departing by noon on Friday. May have to provide a budget for this as we may be selling alcoholic beverages and that would be making money at the meet and greet on Wed night. As of now we are not planning to have alcoholic beverages as we do not have the manpower to provide this service.	✓

6	Kitchen upstairs(auditorium)	Same as above re wedding	We should not need the kitchen on Friday as they are all planned to be departing by noon on Friday We are planning to possible having some type of food available at the meet and greet (pizza, cold cuts, etc) available on Wednesday evening. We should not need the auditorium on Thursday as other events are planned at other venues on Thursday. Would only be used as a backup plan on Thursday.	
7	Overnight custodian	Why the need for overnight custodian? Would have to pay for this staffing.	More for security for the participants and do not want to have any other persons in the Memorial Sportsplex area that is not a registered entrant for the Coasters event. Bob Green says that access can be limited to one door in/out and only main level access to 52 arena washrooms and showers as doors to IFK Arena and upstairs can be locked during the overnight use.	No
8	Council declaration	AFEC - To declare the week of July 16th as Canadian Coaster's 50th Anniversary Tour Week		✓
9	TOFF Souvenir pins	AFEC - To provide Town of Fort Frances souvenir pins		✓
10	Significant community event	AFEC - To declare the event as a significant event to enable access to any possible funding (Canada 150) and or sponsorship		✓

Outstanding Items

AFEC – all other financial requests will be forwarded to the 2017 budget process.

CSEC – an event budget is requested to assist with evaluation of the financial items.

Recommendation

The Community Services Executive Committee recommends to Mayor & Council to endorse the accommodations for the International Early Iron Car Club as stipulated.

Respectfully submitted,



Jason Kabel

TO: Community Services Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: November 9, 2016
SUBJECT: International Early Iron Car Club Request

BACKGROUND

At the October 24, 2016 Council meeting the attached request from the International Early Iron Car Club was referred to the Community Services Executive Committee with input from the Administration & Finance Executive Committee. The International Early Iron Car Club will be a Host Club on the Canadian Coasters 50th Anniversary Cross Canada Tour with its stop in Fort Frances on July 19, 20, 21, 2017. The club will be promoting a theme of: "Come for the car show and stay for the Bass Tournament".

The Early Iron Car Club is looking for the following items to be provided at no charge or an in kind donation, as listed on the letter:

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 50th Anniversary Tour Week
9. Souvenir Town of Fort Frances Pins
10. List event as a significant event to access any possible government funding and or sponsorship

RECOMMENDATION

The Administration & Finance Executive Committee recommends the following:

1. To declare the week of July 16th as Canadian Coaster's 50th Anniversary Tour Week;
2. To provide Town of Fort Frances souvenir pins;
3. To declare the event as a significant event to enable access to any possible funding (Canada 150) and or sponsorship; and
4. That all other financial requests be forwarded to the 2017 budget process.

INTERNATIONAL EARLY IRON

Fort Frances, Ontario and International Falls, Minnesota

November 17, 2016

Jason Kabel

Manager Community Services

Assistance Items in Letter to Town of Fort Frances of Oct 6, 2016

At the Town Council meeting on Oct 24, 2016 Letter from Early Iron Car Club was referred to Community Services Executive Committee for recommendation with input from the Administration and Finance Executive Committee.

I talked to Jason Kabel, Manager of Community Services on Nov 9, 2016. And we discussed the 10 items from the Letter for Assistance with him.

Item #	Assistance Item	Concern	Response
1	1 or both indoor ice surfaces	<p>52 Arena - Setup for Summer programs and would interrupt this if we were to need it.</p> <p>IFK Arena – Hockey School may need to have ice in so they would be ready (They are a paying customer). No reply from Hockey School for planned date that they need it.</p>	<p>Main reason for need is the chance of bad weather and need to move some of events inside we could do without using 52 Arena.</p> <p>Main reason for need is the chance of bad weather and need to move some of events inside. We may not need the IFK but would like to have it available if ice is not going in as a backup plan.</p>
2	All parking lots	Still have to leave access to other facilities at Memorial Sports Plex. So we can't have all lots. But can use West side of 52 Arena, west side of Main Parking Lot	This would be a big help as we plan to have 85 campers units as well as their tow vehicles. Is the south portion of library available as an overflow area if needed?
3	Washrooms	No problem for having access to washrooms in 52 Arena	Thanks for the assistance with this item
4	Shower facilities	No problems for having access to Showers in dressing rooms of 52 Arena	Thanks for the assistance with this item as they will be staying 2 nights
5	Auditorium	There is a wedding booked for Saturday night and usually give access to wedding party to setup after 12 noon on Friday	We should not need the Auditorium on Friday as they are all planned to be departing by noon on Friday.

			<p>May have to provide a budget for this as we may be selling alcoholic beverages and that would be making money at the meet and greet on Wed night.</p> <p>As of now we are not planning to have alcoholic beverages as we do not have the manpower to provide this service.</p>
6	Kitchen upstairs	Same as above re wedding	<p>We should not need the kitchen on Friday as they are all planned to be departing by noon on Friday</p> <p>We are planning to possible having some type of food available at the meet and greet (pizza, cold cuts etc) available on Wednesday evening.</p> <p>We should not need the auditorium on Thursday as other events are planned at other venues on Thursday. Would only be used as a backup plan on Thursday.</p>
7	Overnight custodian (s)	No problem but may have to pay. Questioned why the need for overnight custodian	<p>More for security for the participants and do not want to have any other persons in the Memorial Sportsplex area that is not a registered entrant for the Coasters event.</p> <p>Bob Green says that access can be limited to one door in/out and only main level access to 52 arena washrooms and showers as doors to IFK Arena and upstairs can be locked during the overnight use.</p>
8	Declare week of July 16 Canadian Coaster's 50 Anniversary Tour Week.	Should be no problem declaring this but Council will make this decision as it not a Community Services item	I will discuss this with Council
9	Souvenir Town of Fort Frances Pins (They are avid pin collectors of where they have travelled)	Council make the decision on this item	Tannis Drysdale from the EDC has said she will provide for up to 300 souvenir Town Pins for all entrants in the Coasters event. I will confirm this item.

TOUR INFORMATION

The tour starts in VICTORIA, B.C. on JUNE 28th, and finishes in St. JOHN'S, NEWFOUNDLAND on AUGUST 31st, 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 to enter 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. Everyday 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. This page will give a brief description of the tours, when a Provincial Coordinator sends in the description it will have a blue box put around it. Note : These are subject to change. See the bold underlined words, click on them to go to the corresponding website. Remember these are just little snippets of the actual tour information and not the complete agenda, tour participants will receive a detailed tour book in Victoria as well as information supplements along the way.

The agenda can change as things happen beyond our control

BRITISH COLUMBIA

Where are we going in BC, good question. A few days in Saanich (near Victoria) dip your wheels and get your picture taken at the "Mile 0" sign. **June 29th** our first day of travel takes us across the ocean via BC Ferries to Tsawwassen, then a drive to Agassiz for your first night. The next day is a scenic drive along the famous gold trail of the Fraser Canyon to Lillooet for a First Nations welcome and BBQ Salmon dinner. **July 1st** is a leisurely drive to enjoy some hospitality from the car club in Merritt and a Canada Day celebration. **July 2 & 3** is to Osoyoos, with a welcome stop along the route in Princeton for a coffee break, visit the downtown and enjoy the history of this early gold rush town. We carry on to Osoyoos and spend two nights in wine country by the lake, bring a bathing suit. **July 4th** is a mountain drive to Castlegar to enjoy some Doukhobor hospitality. **July 5th** is at Fort Steele. The original outpost of the North West Mounted Police. **July 6th** we're off to Wild Rose Country, Alberta. This is but a brief summary, a full description will be in your detailed tour book.

ALBERTA

July 6th Crowsnest Pass stop at the Tourist Info for Coffee, maps and Alberta tour info package. Tour to Blainmore. Visit one of the following Frank Slide, Leitch Collieries tour, Bellevue Mine or Historic walking tour of Frank. Optional tour of Fort MacLeod (Musical Ride?) or Head Smashed in Buffalo Jump - PM. Unesco World Heritage site. Then to Pincher Creek for the night, complete with ice cream social and the option of Cardston Theatre.

July 7th Waterton Park with optional two hour boat cruise at 10am or 1pm on your own. Evening Barn dance at the campground.

July 8th To Lethbridge Bridgeview Campground, walk to Fort Whoop-up, Farmers market, Settlers Day in Coaldale, Parade at 11am, Street Wheelers weekend in Lethbridge Exhibition grounds 11am. Latin Festiva at Galt Gardens.

July 9th Calgary Stampede, via bus. Street Wheelers Show and shine, Galt Gardens

July 10th, Lethbridge, Japanese Gardens, Galt Museum, Coaldale birds of prey.

July 11th To Brooks, Little Bow Reservoir / Travelers Dam. Lomond Lunch, optional honey farm tour. Dinosaur park (advanced reservation, Steak Supper at Brooks Legion).

July 12th AM hiking and bus tour of Dinosaur Park, Community car show, Brooks Aquaduct, Wool Mine tour.

July 13th Coffee with the Medicine Hat Car Club then off to Saskatchewan

ONTARIO

Northern Ontario July 19th & 20th

Leaving the Bison Province of Manitoba we cross the boundary into Ontario. The destination today is Fort Frances. We will be met along the way by car club members from Kenora. After you pass Longbow Lake, remember to stay on Highway 1 (also known as highway ON-71S) Don't go on ON-17E at the intersection of Hwy 11 turn left and head for Fort Frances.

Fort Frances has a planned a special welcome for us, members of the International Early Iron club. The town and the tourist bureau from the town and International Falls from the US side have banded together to make our stay a special event. We are here for an extra day to enjoy the festivities including an International Bass fishing tournament that is taking place.

July 21st & 22nd

To Thunder Bay

Head East on Hwy 11 at Shabakwa Corners the highway changes to 11 & 17 stay on it. We are no longer at Fort William our new site is Trowbridge Falls Campground many thanks to the city of Thunder Bay for arranging our stay on short notice. The benefit is it is a lot closer to the site of the Car show. The Lakehead Antique Car Club has arranged a Car Show on Saturday the 22nd. The club was formed in 1967 and the first Coaster tour was part of the car show, it's their anniversary and we join together again to do a spectacular show. Many vehicles from the surrounding towns including the US will join us to celebrate the clubs 50th.

July 23rd

Head East on Hwy 17 and keep, going a point of interest is Quimet Canyon 88km from Thunder Bay. See Cindy for details. It's another beautiful Ontario drive along the shores of Lake Superior. Stop at many of the pull offs and skip a few stones, enjoy the drive. The town of Wawa will greet us and show us a great time. <http://www.wawa.cc/tourism/>

July 24th

Head East again on highway 17 and turn right onto Hwy ON-6 at Espanola toward Manitoulin Island. An overnight wait for the Ferry. All even numbered Coasters will catch the early ferry and odd numbered one will take the second Ferry.

July 25th and 26th

We slow the pace, our destination today is Chesley, an easy 1 1/2 hours

More to follow:

PRINCE EDWARD ISLAND

August 13 Arrive Via Confederation Bridge

First night in Cavendish with warm welcome from the PEI Antique Car Club and there just could be another excellent meal

Aug 14 Two great early morning tours **#1 To Rossignol** to visit a winery in Little Sands and the Myriad Distillery in Rollo Bay. Canada's first legal moonshine distillery.

#2 Tour to PEI Potato Museum and MacAusland Woolen Mills in Western PEI.

Our evening meal will be the famous PEI Lobster Supper

Aug 15 Free day to go to the beach, golf, tour on their own. Three events will be planned for those interested.

1 8AM Barry Doucette Deep Sea Fishing. Charter for 20 people per boat, \$30 a person.

#2. 1 P.M. Visit to the Anne of Green Gables house and a stop at The Belcourt museum. This is where Father Belcourt had the first car in Canada in December 1866.

#3 6 PM Red Shores Horse Racing a Motor Coach will be booked at a cost of \$20 per person, admission to the races is \$10.00.

OR: Confederation Centre features live theatre, including Anne of Green Gables and other shows. \$20 for bus, and the price of the show ticket to theatre. prices vary depending on seating location

Other places to visit and things to do.

Stanley Bridge Ceilidhs- local musical entertainment seven nights a week.

Cows Ice Cream Factory Tour in Charlottetown.

Tour Historic Charlottetown or Summerside. Visit Historic St. Mary's Church in Indian River. **Aug 16** Depart for Nova Scotia via Bridge

QUEBEC

No information received

ONTARIO, continued

No information received

NEW BRUNSWICK

Schedule for Coasters Tour - Tentative

July 19, 20, 21, 2017

Updated Nov 16, 2016

July 19, 2017	<ul style="list-style-type: none"> • 12 noon - Start to arrive from Winnipeg via Kenora, Sioux Narrows, Nestor Falls and other out of town entrants arrive. From (Warroad, Atikokan, Dryden etc...) • Possible wash your vehicle at MacDonald Motors – GM, Sunset Ford, Canadian Tire, Piston Ring, West End Motors – Mopar – all are on the main road on the west side of Town before you reach Scott Street for the car show. Courtesy of our fine event sponsors • If entrants don't want to display your trailer you can proceed to the Memorial Sports Center, drop it off (this is the campground) before heading to Scott Street for the show. • Headquarters for the Coasters event is at the Memorial Sportsplex • 12 – 5 pm – Possible Display on Scott Street as vehicles arrive (Boats are also on display for their Show and Shine) Scott street will be blocked off for the whole day where local cars and Scott Street businesses may have a Mall Day until all Canadian Coasters vehicles arrive then they can continue as sidewalk sales during the car show. • Possible that Market Square will be ready and they want our group to be the inaugural event to showcase Market Square to the Town residents • Possible to have a band in Market square • Possible Poker Run at downtown businesses • Free time to setup your campsite at the selected venue • Possible cruise night for supper at the fast food restaurants in the West End of Town , (Carl's Eatery, A&W, Dairy Queen, McDonalds Canadian Tire, Piston Ring) • Meet and greet at Memorial Sports Center for all entrants and sponsors •
July 20, 2017	<ul style="list-style-type: none"> • Possible pancake breakfast • The Bass Tournament starts today with boat launch at Sorting Gap Marina starting 6:30 am. First flight of the 100 bass boats departs at 8 am from the dock by La Place Rendezvous • Some of Coasters and other may make a quick trip to THE SHED in Warroad • More out of Town entrant arrive to participate in the Days activities. • Possible pontoon boat tours of Rainy Lake • Possible Sky Hawks 12 man paratrooper drop along waterfront. Bruce Caldwell and Geoff Gillon trying to make arrangements Bruce 274 3070 • Coasters can tour the area, stop for lunch at various sponsoring restaurant • Setup for Car Show at Sorting Gap Marina area East of Marina on Front Street to Williams Ave. • Voting for the event trophies will take place on Thursday during the time they are at the Sorting Gap • Hand out trophies / awards etc on stage at Sorting Gap Big Tent • Possible 50's themed dance at Sorting Gap Marina Stage in the evening under the Big Tent (Bass Tournament does not normally fill this night until May with a local band). •
July 21, 2017	<ul style="list-style-type: none"> • Possible pancake breakfast • The Bass Tournament day 2 starts today with boat launch at Sorting Gap Marina starting 6:30 am. First flight of the 100 bass boats departs at 8 am from the dock by La Place Rendezvous • Coasters plan to depart approx. noon to head to Thunder Bay • Some event participants may stay to take in more of the Bass Tournament and other activities that are planned in the Town for Friday and Saturday. •



REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Manager of Community Services

DATE: December 1, 2016

RE: **Dial-a-ride Agreement**

Background

Currently Kevin & Lisa Pocock, owners of North-Air Services, are under contract with the Town to provide dial-a-ride services for specialized transportation to accommodate qualified residents being those that are seniors, physically or developmentally challenged, or low income. The existing agreement with North-Air Services expires on December 31, 2016. North-Air has agreed to continue the service with a renewed agreement without changes to the cost of the service. North-Air has just installed a new van into service to better serve the patrons who frequent the amenity.

Details of the existing agreement are as follows:

The Operator, shall

- Provide a door to door transportation service know as dial-a-ride (the services), Monday to Friday 8:00 am to 5:00 pm and Saturday and Sunday 9:00 am to 1:00 pm except statutory holidays and except July and August.
- In **July and August** provide a door to door transportation service know as dial-a-ride (the services), Monday and Tuesday 12:00 pm to 5:00 pm, Wednesday to Friday 8:00 am to 5:00 pm, and Saturday and Sunday 9:00 am to 1:00 pm except statutory holidays.
- Provide the service only within the geographic boundaries of the Town of Fort Frances.
- Make the service available on the basis of reservations only. Reservations to be made by phoning North Air Services operator (275-9741) prior to 15 minutes before the hour. Return trip reservations are to be arranged directly with the driver or by phone to the operator.
- The driver shall collect the approved fare in effect from the passenger/user of the services.
- The operator shall provide to the Town monthly statistical reports on the number of passengers/users itemized into categories of Seniors, Low income, Mobility Impaired and Other.

The Town of Fort Frances shall:

- Provide to the operator a subsidy as provided in Schedule 'A' as approved under this agreement. Where the passenger/user requires a wheelchair the Town shall provide to the Operator a subsidy according to Schedule "A" of this agreement.
- Pay the subsidies to the operator monthly upon receipt of the proper invoices and supporting statistical information.

- Consider recommendations from the operator with regards to accommodation of the needs of the users.

Fares:

- The fare to be collected from the passenger/user of the service shall be in accordance with Schedule "A". The implementation of such fares is subject to the discretion of the operator.
- It is agreed that the operator will provide thirty days advance notice to the Town and the users, on the implementation of the increases in the fares.


Schedule "A"
Dial A Ride Fares
(Effective January 1, 2014)

General Fare	
Town Subsidy per user per ride	\$3.00
User charge per ride	\$2.50

Wheelchair Rates

Taxi Meter Equivalent	Dial a Ride Customer	Town Subsidy
0-\$9.00	\$2.25	\$5.00
\$9.05-\$10.00	\$2.25	\$6.00
\$10.05-\$11.00	\$2.25	\$7.00
\$11.05-\$12.00	\$2.25	\$8.00
\$12.05-\$13.00	\$2.25	\$9.00
\$13.05 and higher	\$2.25	\$10.00

Respectfully Submitted,



Jason Kabel

Administration & Finance Division
Civic Centre

Operations & Facilities Division
Fifth Street & Wright Avenue
Phone: 807-274-9893
Fax: 807-274-7360

Community Services Division
740 Scott Street, P9A 1H8
Phone: 807-274-4561



Planning & Development Division
Civic Centre

Civic Centre
320 Portage Avenue
Fort Frances, ON
Phone: 807-274-5323
Fax 807-274-8479
www.fort-frances.com

December 30, 2013

LETTER OF UNDERSTANDING

Between:

539989 ON LTD - Kevin and Elisa Pocock (doing business as NORTH AIR SERVICES)
(Herein referred to as the Operator)

And

The Corporation of the Town of Fort Frances
(Herein referred to as the Town)

WHEREAS the Town desires to renew an agreement to provide a specialized transportation service to accommodate qualified residents, being those that are seniors and/or physically or developmentally challenged;

AND WHEREAS the Operator desires to continue to provide the specialized transportation service to the Town for certain considerations.

NOW THEREFORE, in consideration of the mutual benefits to be realized by the Parties under the covenants of this agreement, the Parties hereto agree as follows:

The Operator, shall

- Provide a door to door transportation service know as dial-a-ride (the services), Monday to Friday 8:00 am to 5:00 pm and Saturday and Sunday 9:00 am to 1:00 pm except statutory holidays and except July and August.
- In **July and August** provide a door to door transportation service know as dial-a-ride (the services), Monday and Tuesday 12:00 pm to 5:00 pm, Wednesday to Friday 8:00 am to 5:00 pm, and Saturday and Sunday 9:00 am to 1:00 pm except statutory holidays.
- Provide the service only within the geographic boundaries of the Town of Fort Frances.
- Make the service available on the basis of reservations only. Reservations to be made by phoning North Air Services operator (275-9741) prior to 15 minutes before the hour. Return trip reservations are to be arranged directly with the driver or by phone to the operator.
- The driver shall collect the approved fare in effect from the passenger/user of the services.

- The operator shall provide to the Town monthly statistical reports on the number of passengers/users itemized into categories of Seniors, Low income, Mobility Impaired and Other.

The Town of Fort Frances shall:

- Provide to the operator a subsidy as provided in Schedule 'A' as approved under this agreement. Where the passenger/user requires a wheelchair the Town shall provide to the Operator a subsidy according to Schedule "A" of this agreement.
- Pay the subsidies to the operator monthly upon receipt of the proper invoices and supporting statistical information.
- Consider recommendations from the operator with regards to accommodation of the needs of the users.

Fares:

- The fare to be collected from the passenger/user of the service shall be in accordance with Schedule "A". The implementation of such fares is subject to the discretion of the operator.
- It is agreed that the operator will provide thirty days advance notice to the Town and the users, on the implementation of the increases in the fares.
-

This agreement shall be in effect from January 1, 2014 until December 31, 2016 inclusive.

For the Operator

For the Town of Fort Frances

Signature

Mayor

Witness

Clerk

Date:

Date:

Schedule "A"
Dial A Ride Fares
(Effective January 1, 2014)

General Fare

Town Subsidy per user per ride	\$3.00
User charge per ride	\$2.50

Wheelchair Rates

Taxi Meter Equivalent	Dial a Ride Customer	Town Subsidy
0-\$9.00	\$2.25	\$5.00
\$9.05-\$10.00	\$2.25	\$6.00
\$10.05-\$11.00	\$2.25	\$7.00
\$11.05-\$12.00	\$2.25	\$8.00
\$12.05-\$13.00	\$2.25	\$9.00
\$13.05 and higher	\$2.25	\$10.00



TO: Community Services Executive Committee

FROM: Aaron Petrin, Human Resources Manager

DATE: December 2, 2016

SUBJECT: Student Wage Rates – Community Services Division

Executive Summary

This report is regarding the entry-level hourly wage rates of student positions in the Community Services Division for high school and post-secondary positions.

Over the past year, this division's management has voiced concerns regarding their ability to recruit, retain, develop, and motivate quality student employees due to the narrowing gap between the general minimum wage and student wage rates for its high school and post-secondary positions. They also raised concerns about internal equity, due to the difference in wage rates between high school and post-secondary student positions.

This division's management has recommended the following as an interim solution to alleviate their staffing concerns.

I support their recommendation on the HR principles of internal equity; distributive fairness; and the ability to attract, develop, and retain quality student employees. I feel that it will result in a more competitive position for the Town of Fort Frances in the local student labour market.

Background

The lowest class of high school student positions is the Student Arena Attendant. Although there is a student minimum wage in Ontario, the Town has historically anchored this wage rate to the General Minimum Wage ("the minimum wage") and has paid an additional premium of \$0.15/hour ("the wage differential").

This premium was constant until recent years, but is now only \$0.02/hour higher than the minimum wage. This is because there have been three minimum wage increases since 2014, and the Town has not yet adjusted the wage rates of student employees in this division accordingly. Please see the attached chart on page 3, which illustrates past practice.

Last year, the Town's CAO directed that the gap traditionally maintained between the minimum wage and that of the Student Arena Attendant be reviewed and adjusted by \$1.00 per hour. A recommendation was presented to this Executive Committee in November 2015, and the Committee directed that the matter be held in abeyance.

Recommendation

High School Students

That the entry-level wage rates of high school positions be anchored to the minimum wage, with additional premiums per the following groupings; and that these rates shall increase naturally in equal proportion to future increases to the minimum wage: The wage rates will increase from Year 1 through Year 3 based upon an evaluation score of 70% or higher.

1. Student Arena Attendant
 - a. Minimum wage +\$0.50/hour
 - = \$11.90/hour Year 1
 - = \$12.40/hour Year 2
 - = \$12.90/hour Year 3
2. Summer Program Leader & Student Library/Museum/Marina Attendant
 - a. Minimum wage +\$1.00/hour
 - = \$12.40/hour Year 1
 - = \$12.90/hour Year 2
 - = \$13.40/hour Year 3
3. Lifeguard - Bronze Cross certified
 - a. Minimum wage +\$1.35/hour
 - = \$12.75/hour Year 1
 - = \$13.25/hour Year 2
 - = \$13.40/hour Year 3
4. Lifeguard - NLS certified
 - a. Minimum wage +\$2.60/hour
 - = \$14.00/hour Year 1
 - = \$14.50/hour Year 2
 - = \$15.00/hour Year 3
5. Lifeguard – Instructor
 - a. Minimum wage +\$3.20/hour
 - = \$14.60/hour Year 1
 - = \$15.10/hour Year 2
 - = \$15.60/hour Year 3
6. Lifeguard - Instructor, NLS certified
 - a. +\$3.30/hour
 - = \$14.70/hour Year 1
 - = \$15.20/hour Year 2
 - = \$15.70/hour Year 3
7. Lifeguard - Senior Guard
 - a. +\$3.90/hour
 - = \$15.30/hour Year 1
 - = \$15.80/hour Year 2
 - = \$16.30/hour Year 3

Post-Secondary Students

That the entry-level wage rates of post-secondary positions be anchored to Operations & Facilities division's Student Labourer rate, with additional premiums per the following groupings:

1. Summer Program Leader & Student Library/Museum/Marina Assistant/ Lifeguard
 - a. + \$0.00/hour = \$16.48/hour Jan 1/2017
= \$16.73/hours Jan 1/2018
2. – Senior Guard & Summer Program Leader (uncertified)
 - a. + \$0.50/hour = \$16.98/hour Jan 1/2017
= \$17.23/hour Jan 1/2018
3. Student Marina Operator & Summer Program Leader (certified)
 - a. + \$1.00/hour = \$17.48/hour Jan 1/2017
= \$17.73/hour Jan 1/2018

Where returning high school student employees would transition to the post-secondary student wage schedule, as above, if they resume student employment with the Town after completing one year of post-secondary studies.

The chart below reflects the Town's past practice with respect to the wage differential:

	01-Feb-05	01-Feb-06	01-Feb-07	31-Mar-08	31-Mar-09	31-Mar-10	01-Jun-14	01-Oct-15	01-Oct-16
General Minimum Wage (GMW)	\$7.45	\$7.75	\$8.00	\$8.75	\$9.50	\$10.25	\$11.00	\$11.25	\$11.40
Student Minimum Wage (SMW)	\$6.95	\$7.25	\$7.50	\$8.20	\$8.90	\$9.60	\$10.30	\$10.55	\$10.70
Difference (GMW & SMW)	\$0.50	\$0.50	\$0.50	\$0.55	\$0.60	\$0.65	\$0.70	\$0.70	\$0.70
Student Arena Attendant (SAA)	\$7.60	\$7.90	\$8.15	\$8.90	\$9.65	\$10.40	\$11.04	\$11.26	\$11.42
Difference (SAA & GMW)	\$0.15	\$0.15	\$0.15	\$0.15	\$0.15	\$0.15	\$0.04	\$0.01	\$0.02



REPORT

TO: Community Services Executive Committee
FROM: Jason Kabel, Manager of Community Services
DATE: December 2, 2016
RE: **2017 Capital Budget Planning**

Please find attached the 2017 capital budget items for all of the Community Services facilities.

Recommendation

To endorse the enclosed 2017 capital budget to be forwarded to treasury for inclusion in the 2017 budget process.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Kabel".

Jason Kabel

<u>Community Services Capital 2017</u>	<i>Total Budget</i>	<i>Donations</i>	<i>Federal Grants</i>	<i>Provincial Grants</i>	<i>Reserve Funds</i>	<i>Taxation</i>	<i>RRDSSAB</i>	<i>Long Term Debt</i>	<i>Total Funding</i>
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Memorial Sports Centre

IFK Compressor 1 Rebuild (60,000 hours+)	\$ 40,000.00				\$ 40,000.00				
52 Brine pump filter	\$ 5,000.00				\$ 5,000.00				
52 Ammonia Gas Detector	\$ 3,000.00				\$ 3,000.00				
52 Overhaul Compressor 1	\$ 12,000.00				\$ 12,000.00				
Pool wall soundproofing replacement	\$ 30,000.00				\$ 30,000.00				
Auditorium floor	\$ 14,000.00				\$ 14,000.00				
52 meeting room windows	\$ 3,000.00				\$ 3,000.00				
Auditorium bar renovation	\$ 7,000.00				\$ 7,000.00				
Ladies Sauna	\$ 8,000.00				\$ 8,000.00				
52 water line loop tie-in	\$ 50,000.00				\$ 50,000.00				
<u>Total MSC</u>	\$ 172,000.00	\$ -	\$ -	\$ -	\$ 172,000.00	\$ -	\$ -	\$ -	\$ -

Recreation

Fitness Equipment (annual)	\$ 10,000.00				\$ 10,000.00				
Sunny Cove Upgrades (5-year plan)	\$ 8,000.00				\$ 8,000.00				
Tennis Courts (partial carryover)	?				?				
East End Hall (20 tables, 100 chairs)	\$ 4,000.00				\$ 4,000.00				
<u>Total Recreation</u>	\$ 22,000.00	\$ -	\$ -	\$ -	\$ 22,000.00	\$ -	\$ -	\$ -	\$ -

Handivan Transit Services

Handivan Bus (PTIF)	\$ 92,517.54		\$ 46,258.77		\$ 46,258.77				
Handivan Bus (carryover)	\$ 85,000.00				\$ 85,000.00				
	\$ 177,517.54		\$ 46,258.77		\$ 131,258.77			\$ -	

<u>Community Services Capital 2017</u>	<i>Total Budget</i>	<i>Donations</i>	<i>Federal Grants</i>	<i>Provincial Grants</i>	<i>Reserve Funds</i>	<i>Taxation</i>	<i>RRDSSAB</i>	<i>Long Term Debt</i>	<i>Total Funding</i>
<i>Sister Kennedy Centre</i>									
Floor in main area	\$ 35,000.00				\$ 35,000.00				
	\$ 35,000.00	\$ -	\$ -	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
<i>Museum and Theatre</i>									
Roof replacement, accessible washroom, front entrance accessibility ramp (Canada 150 Grants)	\$ 154,000.00		\$ 77,000.00	\$ 77,000.00					
	\$ 154,000.00	\$ -	\$ 77,000.00	\$ 77,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Library and Technology Centre</i>									
Computer equipment	\$ 20,000.00				\$ 20,000.00				
Makerspace equipment	\$ 10,000.00				\$ 10,000.00				
Surveillance equipment	\$ 5,000.00				\$ 5,000.00				
	\$ 35,000.00	\$ -	\$ -	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
<i>Children's Complex</i>									
Roof replacement	\$ 65,000.00				\$ 65,000.00				
	\$ 65,000.00	\$ -	\$ -	\$ -	\$ 65,000.00	\$ -	\$ -	\$ -	\$ -
<i>Total Community Services Capital</i>									
	\$ 660,517.54	\$ -	\$ 123,258.77	\$ 77,000.00	\$ 460,258.77	\$ -	\$ -	\$ -	\$ -

REPORT

TO: Mayor Avis and Council

FROM: Jason Kabel, Manager of Community Services

DATE: December 1, 2016

RE: Memorial Sports Centre 2016 Summer Hours

BACKGROUND

In the Fall of 2015, Council received a presentation from a patron of the Memorial Sports Centre with concerns regarding the reduced hours of operation during the summer months (2nd week in June until the weekend after Labour Day in September – approximately 3 months). It was suggested that MSC loses patrons every summer due to the lack of weekend hours.

In June of 2016 in an attempt to rectify the patron concern, the Community Services Executive Committee recommended to Mayor & Council to sanction 5 additional hours of weekend operation at MSC as identified with an estimated cost of \$90.89/weekend or \$908.90 total for the summer. Records of attendance were to be kept on file throughout the summer to assess the success of the expanded weekend hours. Below is a summary of the patron attendance at the MSC for July & August of 2016.

2016 Weekend Gym Usage - Summer Trial

June	# of users	Sunday Jun-12	Sunday Jun-19	Sunday Jun-26	Sunday Jul-03	SATURDAY MONTHLY TOTALS		SUNDAY MONTHLY TOTALS			
		16	12	19	12	n/a		59			
July	# of users	Saturday Jul-09	Sunday Jul-10	Saturday Jul-16	Sunday Jul-17	Saturday Jul-23	Sunday Jul-24	Saturday Jul-30	Sunday Jul-31	30	76
		9	17	8	21	8	19	5	19		
August	# of users	Saturday Aug-06	Sunday Aug-07	Saturday Aug-13	Sunday Aug-14	Saturday Aug-20	Sunday Aug-21	Saturday Aug-27	Sunday Aug-28	54	59
		10	19	13	8	17	19	14	13		

RECOMMENDATION

None at this time, this report is being provided for informational purposes.

Respectfully Submitted,



Jason Kabel



REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Manager of Community Services

DATE: December , 2016

RE: **Appointments to Boards & Committees**

The Community Services Division has received the following applications for each respective board or committee:

Sunny Cove Advisory Committee (2 required), J. Albanese, P. Ryan
- Julie Crichton, Robin Dennis, Nicke Paddock (Baird)

Museum Advisory Committee (4 required), P. Ryan
- Mary Hickling, Robert Schulz, Caren Fagerdahl

Townshend Theatre Advisory Committee (2 required), J. Caul
- Caren Fagerdahl

Sister Betty Kennedy Centre Board of Management (5 required), J. Caul, D. Kitowski
- Irene Laing, John Reader, Dalton Taylor, Ed Haglund

The appointment to each board will be approved for a two-year term ending November 30, 2018.

RECOMMENDATION

Sanction the best representatives to represent the community on each respective board or committee and make a recommendation to Mayor & Council for their appointments.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Kabel", is written over the printed name.

Jason Kabel

APPLICATION TO SERVE ON A
TOWN OF FORT FRANCES
Board / Committee



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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.

KIWANIS SUNNY COVE CAMP ADVISORY COMMITTEE

CONTACT INFORMATION

Name: JULIE M. CRICHTON

Mailing Address: 901 PORTAGE AVENUE NORTH
FORT FRANCES, ONTARIO P9A 2A9

Telephone (home): 807-274-2446 Telephone (work): 807-275-5117

E-mail Address: jdcrichton@shaw.ca

ELIGIBILITY

Yes No

- ☒ ☐ I am a Canadian Citizen (or landed immigrant)
- ☒ ☐ I am a resident of Fort Frances
- ☒ ☐ I am at least 18 years of age
- ☐ ☒ 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.

I HAVE HAD THE PLEASURE TO BE INVOLVED WITH SUNNY
COVE FOR MANY YEARS. LAST YEAR MY DAUGHTER WAS
MARRIED UP THERE AND I HAVE GOOD IDEAS ON HOW TO IMPROVE.

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.

I AM A RETIRED EMPLOYEE OF THE TOWN OF FORT FRANCES,
(35 YEARS), I HAVE WORKED FOR BOTH PARKS AND PUBLIC WORKS.
I CURRENTLY SERVE ON THE ASSOCIATION FOR COMMUNITY LIVING AND
I AM A PAST BOARD MEMBER FOR FORT FRANCES, CURLING
CLUB, FORT FRANCES GYMNASTICS CLUB, FORT FRANCES CANADIAN
BASS CHAMPIONSHIP DIRECTOR, FOUNDER OF THE MUSKIE SPORTS
ASSOCIATION AND MANY OTHER COMMITTEES.

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.

SEE FRONT.

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

NOVEMBER 9, 2016
Date

APPLICATION FORM SUBMISSION INSTRUCTIONS

Please submit this Application Form (fully completed) to:

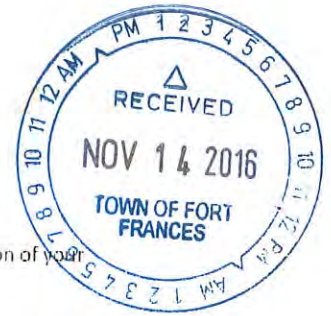
Town of Fort Frances

Attn: Elizabeth (Lisa) Slomke, Town Clerk

320 Portage Avenue, Fort Frances, ON P9A 3P9

lslomke@fortfrances.ca

**APPLICATION TO SERVE ON A
TOWN OF FORT FRANCES
Board / Committee**



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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.

SUNNY COVE CAMP ADVISORY BOARD

CONTACT INFORMATION

Name: ROBIN DENNIS
Mailing Address: 1220 Strachan Place, Apt. 202
FORT FRANCES, ON P9A 1J8
Telephone (home): (807) 274-0514 Telephone (work): (807) 275-5518
E-mail Address: robindennis51@gmail.com

ELIGIBILITY

Yes No

- ☒ ☐ I am a Canadian Citizen (or landed immigrant)
- ☒ ☐ I am a resident of Fort Frances
- ☒ ☐ I am at least 18 years of age
- ☒ ☐ I presently serve on other Council appointed Boards / Committees

If yes, please specify: LIBRARY BOARD

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.

I have served on the Sunny Cove Camp Advisory Board for several years now and I am currently the chair. This facility is near and dear to me and I want to see it flourish.

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.

past high school & post secondary education (Forestry Tech)
several courses in management, HR & payroll
manager certificate.

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.

Camp counsellor at Sunny Cove
Current board member
Dealing w public - currently at Pharmasave

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

I feel it is very important for children and all of us to be exposed to nature. A camp setting is an ideal venue to fulfill that niche.

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.

Amleennis

Signature

November 13, 2016

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

APPLICATION TO SERVE ON A
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Board / Committee

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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.

Sunny Cove Advisory Committee

CONTACT INFORMATION

Name: Nicke Paddock (Baird)

Mailing Address: 440 3rd St West
Fort Frances ON P9A 3A9

Telephone (home): 807-271-4890 Telephone (work): 807-274-2282

E-mail Address: exdir@ncds4jobs.ca

ELIGIBILITY

Yes No

☒ ☐ I am a Canadian Citizen (or landed immigrant)

☒ ☐ I am a resident of Fort Frances

☒ ☐ I am at least 18 years of age

☒ ☐ I presently serve on other Council appointed Boards / Committees

If yes, please specify: Sunny Cove Advisory Committee

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.

I have served on this committee for the past 5 years. I am interested in continuing.

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.

I have Marketing/advertising diploma and have taken many business and marketing training in the past years. The skills I have learned in my training and education allows me to give input on the development and growth of Sunny Cove to be profitable for the TOFF

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.

I am currently the Executive Director for Northern Community Development Services in Fort Frances and
am the former Director of Riverside Foundation for Healthcare. I have a good understanding of
business development and needs to grow and prosper. I also have an understanding of event promotion.

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

I have volunteered for many organizations over the years but am currently the Volunteer Director for the
Fort Frances Bass tournament which gives me a great understanding of how to organize events and rally
together volunteers so it runs effectively.

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.

<u>Nicke Paddock</u>	<u>Nov. 11, 2016</u>
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

**APPLICATION TO SERVE ON A
TOWN OF FORT FRANCES
Board / Committee**



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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.

MUSEUM ADVISORY COMMITTEE

CONTACT INFORMATION

Name: MARY HICKLING

Mailing Address: 609 VICTORIA AVE.
FORT FRANCES, ON

Telephone (home): 807-274-7024 Telephone (work): _____

E-mail Address: mhickling11@shaw.ca

ELIGIBILITY

Yes No

- ☒ ☐ I am a Canadian Citizen (or landed immigrant)
- ☒ ☐ I am a resident of Fort Frances
- ☒ ☐ I am at least 18 years of age
- ☐ ☒ 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.

I feel I can support and help develop a dynamic presence of this important facility in our community. It provides a means to preserve and teach community members & visitors about our area history and promote cultural and artistic projects.

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.

I am a retired high school teacher, guidance counsellor and administrator. I hold B.P.H.E. and B.Ed. degrees with specialities in guidance and principals qualifications.

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.

I worked for the Rainy River District School Board for 25 years. This included 5 yrs. in the classroom, 10 yrs. in guidance and 10 yrs. as vice-principal at F.F.H.S.

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

I have chaired and worked on several committees at Knox United Church and volunteer and fundraise for community groups.

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.

Mary E. Hickling
Signature

Nov. 17, 2016
Date

APPLICATION FORM SUBMISSION INSTRUCTIONS

Please submit this Application Form (fully completed) to:

Town of Fort Frances

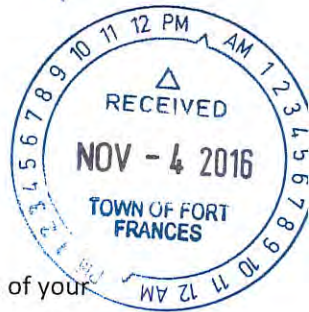
Attn: Elizabeth (Lisa) Slomke, Town Clerk

320 Portage Avenue, Fort Frances, ON P9A 3P9

lslomke@fortfrances.ca

Nov 4/16
11:34

APPLICATION TO SERVE ON A TOWN OF FORT FRANCES Board / Committee



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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.

MUSEUM ADVISORY COMMITTEE

CONTACT INFORMATION

Name: ROBERT SCHULZ

Mailing Address: 629 SECOND STREET EAST
FORT FRANCES

Telephone (home): 274-6435 Telephone (work): _____

E-mail Address: ROBFF49@Y4H400.CA

ELIGIBILITY

Yes No

- ☒ ☐ I am a Canadian Citizen (or landed immigrant)
- ☒ ☐ I am a resident of Fort Frances
- ☒ ☐ I am at least 18 years of age
- ☒ ☐ I presently serve on other Council appointed Boards / Committees

If yes, please specify: MUSEUM ADVISORY COM. + LIBRARY BOARD

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.

I HAVE BEEN ON THE MUSEUM ADVISORY
COMMITTEE FOR EIGHT YEARS. I ENJOY ALL ASPECTS OF
THE MUSEUM AND WOULD LIKE TO SEE THE MUSEUM THRIVE.

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.

TWO YEARS UNIVERSITY, STATIONARY ENGINEER
FINANCIAL SECRETARY (20 YEARS) MACHINIST UNION
CREDIT UNION BOARD MEMBER IN THE PAST (15 YEARS)

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.

RETIRED - VOLUNTEER FOR MANY
ORGANIZATIONS

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

COMMUNITY MINDED PERSON

APPLICANTS UNDERSTANDING OF COMMITMENT AND EXPECTATIONS

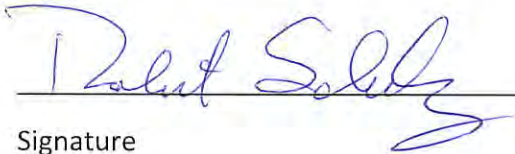
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I understand that all B/Cs and their members follow Council Meeting Procedures, Code of Conduct and other guiding documents, and I agree to adhere to and conduct myself in accordance with those rules and regulations.

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


Signature

NOV. 4, 2016
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

APPLICATION TO SERVE ON A
TOWN OF FORT FRANCES
Board / Committee



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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.

Fort Frances Museum Board

CONTACT INFORMATION

Name: Caren R Fagerdahl

Mailing Address: 801 3rd St. E.
Ft. Frances

Telephone (home): 807-274-6460 Telephone (work): _____

E-mail Address: rlbkayak@gmail.com

ELIGIBILITY

Yes No

☒ ☐ I am a Canadian Citizen (or landed immigrant)

☒ ☐ I am a resident of Fort Frances

☒ ☐ I am at least 18 years of age

☒ ☐ I presently serve on other Council appointed Boards / Committees

If yes, please specify: Townshend Theatre Board

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.

I am interested in the preservation of
our history. An active and vibrant museum
is an important asset to our community

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.

As a primary teacher I was aware of
National, Provincial and local history as it
pertained to the curricula I taught

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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.

Townshend Theatre Board

CONTACT INFORMATION

Name: Caren R. Fagerdahl

Mailing Address: 801 3rd St. E.
Ft. Frances

Telephone (home): 807-274-6460 Telephone (work): _____

E-mail Address: rlbKayak@gmail.com

ELIGIBILITY

Yes No

☒ ☐ I am a Canadian Citizen (or landed immigrant)

☒ ☐ I am a resident of Fort Frances

☒ ☐ I am at least 18 years of age

☒ ☐ I presently serve on other Council appointed Boards / Committees

If yes, please specify: Fort Frances Museum Board

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.

I believe that our theatre is an
important asset to our community
and our high school arts programs.

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.

I have been involved in Tour de Fort, and FFHS arts productions which use the theatre.

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

APPLICANTS UNDERSTANDING OF COMMITMENT AND EXPECTATIONS

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

Signature CA Fogedak Date Nov. 14, 2016

APPLICATION FORM SUBMISSION INSTRUCTIONS

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Attn: Elizabeth (Lisa) Slomke, Town Clerk
320 Portage Avenue, Fort Frances, ON P9A 3P9

lslomke@fortfrances.ca

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TOWN OF FORT FRANCES
Board / Committee



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BOARD / COMMITTEE OF INTEREST

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Sister Kennedy Centre Board of Management

CONTACT INFORMATION

Name: Irene Haing

Mailing Address: 1023 River Road West.

Fort Frances, ON

Telephone (home): 274-9560 Telephone (work): _____

E-mail Address: iwhaing@shaw.ca

ELIGIBILITY

Yes No

- ☒ ☐ I am a Canadian Citizen (or landed immigrant)
- ☒ ☐ I am a resident of Fort Frances
- ☒ ☐ I am at least 18 years of age
- ☐ ☒ 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.

I am interested in helping to meet the social and recreational need of older adults through the Sister Kennedy Senior Centre.

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.

I worked at Confederation College for 34 years organizing & planning courses, workshops and programs.

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.

As above, my employment experience
in programming as well as organizational
skills would be relevant to working on the Board at
SKC.

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

APPLICANTS UNDERSTANDING OF COMMITMENT AND EXPECTATIONS

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

Signature



Date

November 11, 2016

APPLICATION FORM SUBMISSION INSTRUCTIONS

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Town of Fort Frances

Attn: Elizabeth (Lisa) Slomke, Town Clerk

320 Portage Avenue, Fort Frances, ON P9A 3P9

lslomke@fortfrances.ca

APPLICATION TO SERVE ON A
TOWN OF FORT FRANCES
Board / Committee



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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.

Sister Betty Kennedy Centre Board of Management

CONTACT INFORMATION

Name: John Albert Reader

Mailing Address: 813 Phair Ave
Fort Frances, Ont P9A 2M5

Telephone (home): 1-807-274-6420 Telephone (work): _____

E-mail Address: jreader@nwonet.net

ELIGIBILITY

Yes No

☒ ☐ I am a Canadian Citizen (or landed immigrant)

☒ ☐ I am a resident of Fort Frances

☒ ☐ I am at least 18 years of age

☐ ☒ 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.

I am presently a board member and would like to continue.
I am a retired senior who participates at the Centre and would like to continue to provide both mental & physical activities.

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.

I am a graduate Forestry Technician of Sir Sanford Fleming College & worked for the Ministry of Natural Resources (MNR) for 35 years. I have organized many public meeting & events.

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.

See Attached Sheet of Paper.

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

I have provided musical entertainment for the Kennedy Centre, Rainiercrest, Public Library, F.F. Children's Complex, School Day Cares, and Education Week @ J. W. Walker School.

APPLICANTS UNDERSTANDING OF COMMITMENT AND EXPECTATIONS

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

John A. Slomke
Signature

November 10, 2016
Date

APPLICATION FORM SUBMISSION INSTRUCTIONS

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Town of Fort Frances

Attn: Elizabeth (Lisa) Slomke, Town Clerk

320 Portage Avenue, Fort Frances, ON P9A 3P9

lslomke@fortfrances.ca

**APPLICATION TO SERVE ON A
TOWN OF FORT FRANCES
BOARD / COMMITTEE**

Additional Information

Applicant: John Albert Reader

Board of Interest: Sister Betty Kennedy Centre Board of Management

Employment and Experience:

My duties included: Forestry, Lands, Fish and Wildlife and Fire Management; Public Information Presentations, Trees for Canada Plants, Focus on Forests Educational Presentations, and I have instructed many teachers on the use of the MNR educational manuals during P.D. Days. I have been on many committees while working for the Ministry of Natural Resources (MNR) which included: Union Representative and Safety Committee Co-chair.

Signature:  Date: November 10, 2016.

APPLICATION TO SERVE ON A
TOWN OF FORT FRANCES
Board / Committee



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BOARD / COMMITTEE OF INTEREST

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SISTER KENNEDY BOARD of MANAGEMENT

CONTACT INFORMATION

Name: DAKTON TAYLOR

Mailing Address: 1021 THIRD ST E
F.F. P9A 1S3

Telephone (home): 274-8307 Telephone (work): _____

E-mail Address: _____

ELIGIBILITY

Yes No

- ☒ ☐ I am a Canadian Citizen (or landed immigrant)
- ☒ ☐ I am a resident of Fort Frances
- ☒ ☐ I am at least 18 years of age
- ☐ ☒ 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.

I HAVE SERVED FOR 1-2 YEAR TERM
& WOULD LIKE TO SERVE AGAIN

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.

GRADUATED HIGH SCHOOL - ANGUS SCHOOL
of COMMERCE - BUSINESS ADMIN. ELECTRICIAN'S
LICENCE - RADIO COLLEGE of CANADA - RADIO &
T.V. REPAIRS

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.

SELF EMPLOYED ELECTRICAL CONTRACTOR
(RETIRED)

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

KINSMAN CLUB, BOARD OF EDUCATION -
COMMUNITY LIVING - VOLUNTEER BUREAU

APPLICANTS UNDERSTANDING OF COMMITMENT AND EXPECTATIONS

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Milton Taylor
Signature

Nov 10 - 2016
Date

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Sister Kennedy Centre

CONTACT INFORMATION

Name: EDWARD F HAGLUND

Mailing Address: 409 COLONIZATION ROAD E.
P9A 2R9

Telephone (home): 4-5541 Telephone (work): _____

E-mail Address: _____

ELIGIBILITY

Yes No

- ☒ ☐ I am a Canadian Citizen (or landed immigrant)
- ☒ ☐ I am a resident of Fort Frances
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- ☐ ☒ 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.

I AM A WEEKLY USER OF THE FACILITY, SO
I AM INTERESTED IN THE OPERATION

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.

WCB ASSESSMENT IN 1985 FOR THE PURPOSE
OF RETRAINING WAS GRADE 10 (ONT) TO A 4 YEAR
UNIVERSITY DEGREE.

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.

ACN - CONSTRUCTION - LOGGING - PAPERMAKING - RESERVES
CLUBS - GIRL GUIDES - CADETS - LEGION - HOSPITAL AUX. -

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

I AM KEENLY INTERESTED IN POWER GENERATION - STORAGE - AND THE
RECYCLING OF POWER. I BEEN WORKING WITH SOLAR SINCE 1985.
I'M ONE OF THE BIGGEST INDEPENDANT SOLAR OPERATORS IN TOWN.

APPLICANTS UNDERSTANDING OF COMMITMENT AND EXPECTATIONS

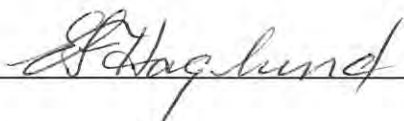
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Signature


Date

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