

# TOWN OF FORT FRANCES

## ADMINISTRATION & FINANCE EXECUTIVE COMMITTEE

### AGENDA - March 21st, 2017 - Noon

#### MEETING - Committee Room - Civic Centre

Session No. 47

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof**
4. **Approval of Previous Committee Minutes**
  - 4.1 Sessions No. 45 and 46 dated February 7th and March 7th, 2017. 3 - 7
5. **In-Camera**
6. **Items Referred from Council**
  - 6.1 Rainy River Cattlemen's Association Request for Support. 8 - 10
  - 6.2 FFHS Chem Free Grad Party Donation Request. 11 - 12
  - 6.3 National Aboriginal Hockey Player Sponsorship Request. 13 - 15
  - 6.4 Rainy River District Festival Financial Request. 16 - 17
  - 6.5 Town and Gown Association of Ontario (TGAO) Membership Opportunity. 18 - 20
  - 6.6 We Own It - Municipal Motion Request. 21 - 23
7. **New Business**
  - 7.1 Telephone/Internet Voting for 2018 Election. 24 - 25
  - 7.2 Change of Council Meeting Date - November 13th, 2017 to November 14th, 2017. 26
  - 7.3 Execution of Northern Ontario Heritage Fund Corporation (NOHFC) Funding Agreement - Internship Program. 27 - 29
8. **Non-agenda Items**
9. **Information**

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9.1 Fort Frances Fire and Rescue February 2017 Report.	30 - 33
<b>10. <u>Adjourn / Next Meeting Date - April 4th, 2017</u></b>	

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. # 45

February 7th, 2017

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on February 7th, 2017 from 12:06 p.m. p.m. to 12:19 p.m.

PRESENT: Councillor K. Perry; Councillor G. P. Ryan

ALSO PRESENT: D. Brown, CAO; L. Lindberg, Treasurer; D. Galusha, Deputy Treasurer; L. Slomke, Clerk

REGRETS: Mayor R. Avis; Councillor W. Brunetta

**1. Call to Order 12:06 p.m.**

**2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting - None were identified.**

**3. Disclosure of pecuniary interest and the general nature thereof**

Councillor Ken Perry disclosed an interest in Items 7.3 and 7.4 from this agenda as the travel and per diem expense claims for the Rainy River District Municipal Association (RRDMA) meeting in Rainy River and the Rural Ontario Municipal Association (ROMA) Conference in Toronto were his.

**4. Approval of Previous Committee Minutes**

4.1 Session No. 44 dated January 17, 2017.

Ryan-Perry: Approved as presented.

CARRIED

**5. In-Camera - None identified**

**6. Items Referred from Council**

6.1 Rainy River Future Development Corporation Per Capita Request.  
- committee recommended that the \$7.00 per capita request totalling \$55,685.00 be included in the 2017 General Operational Budget.

**7. New Business**

7.1 Travel Policy.  
- committee supported the recommendation of the Remuneration Committee to amend their Terms of Reference as established within By-Law 02/10, and further that the

Remuneration Committee will complete a review of the Travel Policy as it pertains to meals and mileage and bring a further recommendation back to Council.

- 7.2 Mayor Roy Avis - MPAC Meeting Travel & Per Diem Claim.  
-committee recommended approving the Mayor's Travel Statement – Mayor/Council Honorarium Per Diem and Travel Expense claim in the total amount of \$269.19 as submitted by Mayor Roy Avis for his attendance at a meeting with MPAC held in Thunder Bay, Ontario on January 25, 2017.
- 7.3 Councillor Ken Perry - RRDMA Meeting and ROMA Conference Travel and Per Diem.  
- Councillor Perry disclosed his interest in this item as the travel and per diem claim being considered was his. He did not speak to the matter and as there were only 2 voting members in attendance, the matter will be brought forward to the Committee of the Whole Council agenda for the February 13th, 2017 meeting for review and consideration.
- 7.4 Councillor Ken Perry - NOMA Executive Meeting Per Diem Claim.  
- Councillor Perry disclosed his interest in this item as the per diem claim being considered was his. He did not speak to the matter and as there were only 2 voting members in attendance, the matter will be brought forward to the Committee of the Whole Council agenda for the February 13th, 2017 meeting for review and consideration.
- 7.5 Councillor Wendy Brunetta - RRDMA Meeting and ROMA Conference Travel & Per Diem.  
- committee recommended approval of the Travel Statement – Mayor/Council Honorarium Per Diem and Travel Expense claim in the total amount of \$867.50 as submitted by Councillor Wendy Brunetta for her attendance at the RRDMA Annual General Meeting held in Rainy River, Ontario and the ROMA Conference held in Toronto, Ontario.
- 7.6 Councillor Wendy Brunetta - NOMA Executive Meeting Per Diem Claim.  
- committee recommended approval of the the Per Diem claim in the amount of \$240.00 as submitted by Councillor Wendy Brunetta for her attendance at a NOMA Executive meeting held in Thunder Bay on January 24, 2017.
- 7.7 Councillor Wendy Brunetta - AMO Conference Travel Claim.  
- committee recommended approval of the Travel Expense claim in the total amount of \$116.39 as submitted by Councillor Wendy Brunetta for unavoidable travel expenses incurred while attending the AMO Conference in Windsor, Ontario on August 14-17, 2016.
- 7.8 D. Brown, CAO - CUPE Mediation Travel Claim.  
- committee recommended approving the Travel Expense claim in the total amount of \$65.00 as submitted by Doug Brown, CAO for his attendance at a CUPE Mediation meeting from January 18-19, 2017.

- 7.9 D. Brown, CAO ROMA Conference Travel Claim.  
- committee recommended approval of the Travel Expense claim in the amount of \$653.01 as submitted by Doug Brown, CAO for his travel and attendance at the ROMA Conference held in Toronto, Ontario January 28-31, 2017.

**8. Non-agenda Items - None were identified.**

**9. Information**

- 9.1 Provincial Offences Statistical Report for the Year Ending 2016 - received as information only.
- 9.2 Fort Frances Fire & Rescue OFM Statistical Report for 2016 - received as information only.

**10. Adjourn 12:09 p.m. / Next Meeting Date - March 7, 2017**

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Executive Committee Chair

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D. Brown, CAO

TOWN OF FORT FRANCES  
ADMINISTRATION AND FINANCE EXECUTIVE COMMITTEE

MINUTES

SESSION NO. # 46

March 7, 2017

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on March 7th, 2017 from 12:05 p.m. to 12:50 p.m.

PRESENT: Councillor K. Perry; Councillor W. Brunetta

ALSO PRESENT: D. Brown, CAO; L. Lindberg, Treasurer; D. Galusha, Deputy Treasurer; A. Petrin, Human Resources Manager; T. Moffitt, Fire Chief/CEMC; K. Lawson, Secretary

REGRETS: Mayor R. Avis; Councillor G.P. Ryan

**1. Call to Order - 12:05 p.m.**

**2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting. - None identified.**

**3. Disclosure of pecuniary interest and the general nature thereof - None identified.**

**4. Approval of Previous Committee Minutes**

4.1 Session No. 45 dated February 7, 2017.

- Councillor Brunetta was not in attendance for the February 7th, 2017 meeting and the Committee recommended that these minutes be deferred until both Councillor Ryan and Councillor Perry are in attendance to confirm the content from the minutes as presented.

**5. In-Camera - No items identified.**

**6. Items Referred from Council**

6.1 Safe Communities Rainy River District Per Capita Financial Request.

-committee recommended approval of the Safe Communities Rainy River District \$.50 cent per capita financial request in the amount of \$3,977.50.

6.2 Draft Letter of Understanding re: Additional Firefighter.

-committee provided direction to the Human Resources Manager and Fire Chief re: Letter of Understanding (re: Interim additional firefighter) to be brought to the next regular meeting of COW Council for consideration.

**7. New Business**

7.1 Councillor June Caul - AMO Conference Travel Claim.

-committee recommended approval of the Travel Expense Claim in the amount of \$116.39 as submitted by Councillor June Caul for unavoidable travel expenses incurred while attending the AMO Conference in Windsor, Ontario - August 14-17, 2016.

7.2 Doug Brown, CAO - Purchase Card Expenses.

-committee recommended approval of the Purchase Card expenses in the total amount of \$282.05 as submitted by Doug Brown, CAO for his attendance at the ROMA Conference held January 28th to 31st, 2017 in Toronto.

7.3 Land Sales Contributions to Reserve Funds.

-committee recommended approval of the allocation of the 2016 land sales revenue as Contributions to Reserve Funds in the total amount of \$584,791.50 for the year ending December 31st, 2016.

- 7.4 Forest Fire Management Agreement with Ministry of Natural Resources.  
-committee recommended the entering into of a new agreement between the Town of Fort Frances and the Ministry of Natural Resources for a 5 year term beginning April 1, 2017.

**8. Non-agenda Items - None identified.**

**9. Information**

- 9.1 Fort Frances Fire and Rescue Service - 2016 Year End Report.  
-Fire Chief Moffitt was in attendance to present the 2016 Year End Report - received as information.
- 9.2 Fort Frances Fires and Rescue Services - January 2017 Monthly Report.  
-Fire Chief Moffitt was in attendance to present the January 2017 Monthly Report - received as information.

**10. Adjourn 12:50 p.m. / March 21st, 2017**

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Executive Committee Chair

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D. Brown, CAO



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2017/35**

**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** March 14, 2017  
**SUBJECT:** Rainy River Cattlemen's Association Request for Support

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**BACKGROUND**

At the March 13, 2017 Council Meeting, a letter from Murray MacDonald, President of the Rainy River Cattlemen's Association was referred to the Administration and Finance Executive Committee for consideration.

The Rainy River District Regional Abattoir (RRDRAI) is struggling to keep its doors open. The request has been sent to all District municipalities to consider making a donation to the Township of Emo to help them offset the fees that the RRDRAI is being charged on their tax arrears.



Rainy River Cattlemen's Association  
Murray McDonald – President  
Box 388  
Emo, ON P0W 1E0  
[rainyrivercattlemens@gmail.com](mailto:rainyrivercattlemens@gmail.com)



March 1, 2017

RE: Supporting the Township of Emo

Town of Fort Frances  
P.O. Box 38 320 Portage Avenue  
Fort Frances, ON P9A 3P9

Dear Town of Fort Frances;

Hello, we the Rainy River Cattlemen's Association are sending letters to all the local Municipalities in an attempt to help support and save our District Abattoir before it is too late. As you are likely aware the Rainy River District Regional Abattoir (RRDRAI) is struggling to keep its doors open. The board of the RRDRAI continues to work hard to increase revenue and decrease expenses. It will be of no surprise that taxes, insurance and hydro are quickly putting this not for profit business in jeopardy. The board of the RRDRAI has been working diligently to try and come up with a solution with the Township of Emo. Currently the RRDRAI owes over \$35,000 in tax arrears and in March they will be hit with another \$10,000 bill. The Abattoir is classified as Industrial which means a higher tax rate. The board of the RRDRAI has asked the township to at minimum waive the penalties that are occurring each month. This money would not be part of their budget if RRDRAI was able to keep up with tax payments. The RRDRAI has continually looked to the community for help and donations. We know that as a municipality you are unable to donate to community groups such as this. We thought that it was worth asking each municipality of the District to consider making a donation to the Township of Emo to help them offset these fees.

The abattoir adds value to every property in our District, not just the farms. As a municipality having access to good, healthy, Local Food should be a priority. Without the Abattoir none of us will have access to Local Food. Losing the Abattoir would be moving us in the wrong direction. We need to think about building more infrastructure to push our District forward.

RRRAI is not the only small, community owned plant that is struggling. We are frustrated that the currently the Government continues to talk about Local Food and the importance of it but they are not standing behind their talk.

If we lose our Abattoir we will potentially lose another important business in our District as well; i.e. Rainy River Meats. The Rainy River District 4-H Steer Auction will fold because of not having access to an abattoir. The local stores, restaurants and health care facilities that are using Local Meat will not have that option.

We hope that you will consider helping with our request to support and help save our District Abattoir!

If you have any suggestions, or would like to discuss anything further please don't hesitate to get in touch with us.

Sincerely;

A handwritten signature in blue ink, appearing to read "Murray McDonald", with a long, sweeping flourish extending to the right.

Murray McDonald  
President / RRCA

**To:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** March 14, 2017  
**SUBJECT:** FFHS Chem Free Grad Party Donation Request

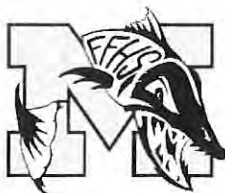
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### **BACKGROUND**

At the March 14, 2017 Council Meeting the letter received from the FFHS Chem Free Grad Committee requesting a donation was referred to the Administration & Finance Executive Committee for their recommendation with input from Community Services Executive Committee.

The Fort Frances High School graduation and chem free grad party will take place at the Memorial Sports Centre. As indicated in the attached letter, the FFHS Chem Free Grad Committee is requesting a donation equivalent to the cost of the rental fees for the arena and auditorium, totaling \$960.90.

In the past Council has approved financial donations to the FFHS to offset their cost of the arena and auditorium rental fees and the Rainy River District School Board submitted an HST rebate for the FFHS Chem Free Grad rental expense.



**FFHS Chem Free Grad  
Fort Frances High School  
c/o Brian Gustafson  
440 McIrvine Road  
Fort Frances, ON  
P9A 3T8**

**Phone: 807-274-7747**

**Fax: 807-274-5171**

**E-mail: [brian.gustafson@mail.rrdsb.com](mailto:brian.gustafson@mail.rrdsb.com)**



February 21, 2017

Fort Frances Mayor and Town Council  
320 Portage Avenue  
Fort Frances, ON  
P9A 3M5

Dear Mayor and Council:

It is my great pleasure to announce that planning is underway for the 2017 FFHS Chem Free Grad party. As with every year, there is a dedicated group of parents starting the work to provide the best possible Chem Free Grad party for the graduates of Fort Frances High School. This will help guarantee a safe, alcohol and substance free environment in which to celebrate their children's high school accomplishments. As a committee, we rely on the support and generous contributions of the Fort Frances community and surrounding area. We thank the Town of Fort Frances for being one of these outstanding contributors year after year.

This year's FFHS Chem Free Grad Party will take place of Thursday, June 22. We are requesting a donation from the Town of Fort Frances equivalent to the cost of the rental fees for the arena and auditorium minus HST, totalling \$954.48. If there are specifics required regarding the Chem Free Grad Party in order to process this request, please contact me by e-mail, phone, or mail using the information given above.

We thank you for your time and consideration in this matter.

Respectfully yours,

Brian Gustafson  
Staff Advisor – FFHS Chem Free Grad Committee



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2017/33**

**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** March 14, 2017  
**SUBJECT:** National Aboriginal Hockey Player Sponsorship Request

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**BACKGROUND**

At the March 13, 2017 Council Meeting, the letter from Wes Marsden, General Manager- Team Ontario, Male was referred to the Administration and Finance Executive Committee for consideration. Izzy Smith has been selected as a defenseman to Team Ontario and will be attending the 2017 National Aboriginal Hockey Championship in Cowichan, British Columbia from May 1-6, 2017. Each player is responsible for fundraising the required costs to cover travel, accommodations, food services, uniforms and team apparel, which is estimated at \$1,200.00.



## Aboriginal Team Ontario – Male

8920b County Rd. 45, Roseneath, ON  
416-553-1860 wesley.marsden@aswco.ca

Feb. 12, 2017

Dear Supporter of our Youth,

Re: Player sponsorship of **Izzy Smith** to attend the 2017  
National Aboriginal Hockey Championship

On behalf of Aboriginal Team Ontario Hockey, congratulations go out to **Izzy Smith** for being selected as a defenseman to Team Ontario that will be attending the 2017 National Aboriginal Hockey Championship ("2017 NAHC") that will be taking place between May 1-6 2017 in Cowichan, British Columbia.

The National Aboriginal Hockey Championships is a week-long high performance event sanctioned by Hockey Canada that brings together the best Aboriginal bantam/midget aged male and female hockey players from across the country.

Each member of both the male and female teams must fundraise the required costs to cover travel, accommodations, food services, uniforms and team apparel.

The cost per athlete to attend the 2017 NAHC will be **\$1,200** which figure includes registration fees, accommodations, food services, associated team building activities, team and walk-on uniforms. Athletes are also responsible for their own travel expenses to and from the championship. All members of both the male and female teams must engage in fundraising efforts in order to raise the required monies to attend and participate in this important Aboriginal sport and cultural event.

Upon deciding to sponsor **Izzy Smith**, please ensure that you indicate his name in a letter or on your cheque/money order.

Please mail cheques or money order, payable to:

Aboriginal Sport & Wellness Council of Ontario  
2425 Matheson Boulevard East, 7th Floor  
Mississauga, Ontario L4W 5K4

We welcome the opportunity to answer any questions that you may have about the Ontario teams participating at the 2017 NAHC or the National Aboriginal



Hockey Championships and ask you to direct such inquiries to the undersigned by email [wesley.marsden@aswco.ca](mailto:wesley.marsden@aswco.ca).

Yours in Aboriginal Sport,

Sincerely,

Wes Marsden, General Manager - Team Ontario, Male



### Contact Info

Crystal Enns 807-276-6564

Waylon Smith 807-271-1525

2

1109 King's Highway

P9A 2X8.

waylensmith30@gmail.com



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2017/32**

**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** March 14, 2017  
**SUBJECT:** Rainy River District Music Festival Financial Request

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**BACKGROUND**

At the March 13, 2017 Council Meeting the letter received from the Rainy River District Music Festival Association requesting financial contribution for the 77th Festival of Performing Arts taking place in April 2017 has been referred to the Administration & Finance Executive Committee for recommendation.

In the past Council has approved financial donations from the Council Public Relations Expense account in the amount of \$200.00 in 2002 and 2003, and \$100.00 in 2005, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2015, and 2016.





# RAINY RIVER DISTRICT FESTIVAL ASSOCIATION

Box 806

Fort Frances, ON P9A 3N1

[www.ff-festival.com](http://www.ff-festival.com)

Telephone 274-6031

Established in 1935

2017 - 77th Year of Operation

## A Special Invitation to Corp. of Town of Fort Frances

The Rainy River District Festival Association's many volunteers are hard at work preparing for the 77th Festival of the Performing Arts, to take place in April, 2017. We now have a web site, [www.ff-festival.com](http://www.ff-festival.com) where all documents relating to the Festival can be found, as well as news and other information. We invite you to visit the site to keep up to date with Festival 2017.

Last year's Festival was extremely successful, thanks in part to those of you who contributed financially or as a "Helping Hand." In 2016, just under 600 talented performers took part!

Because of the generous financial support from you and many others in the community we have been able to keep Festival fees low, ensuring that participation is affordable for all families in the District.

The Festival Association invites you to become a 2017 partner in this very important aspect of the education of the many talented performing artists in the District. Every little bit helps and all donations are tax deductible. **As in years past, a complimentary "All Session Pass" to the 2017 Festival will be awarded for all contributions of \$25.00 or more!**

We are always looking for more "Helping Hands" to sit on committees or help out during Festival weeks.

If you would like more information about the Festival Association and how you can help, please contact *David Schwartz at 274-6031 or e-mail at [daveschwartz611@gmail.com](mailto:daveschwartz611@gmail.com)*

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Please detach and return with your contribution

## YES, I'D LIKE TO BECOME A PARTNER IN "FESTIVAL 2017"

Enclosed is my contribution of ☐ \$12.00 ☐ \$25.00 ☐ \$50.00 Other \_\_\_\_\_

A Complimentary 2017 "ALL SESSION PASS" will be issued for all contributions of \$25.00 or over  
A receipt for income tax purposes will be issued for all contributions

### PLEASE CALL ME:

I'd like to join a Festival Committee ☐

I'd like to help out at Festival time ☐

contact person email address \_\_\_\_\_

Corp. of Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON P9A 3P9



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2017/31**

**TO: Mayor Avis & Members of Council**  
**FROM: Dawn Galusha, Deputy Treasurer**  
**DATE: March 14, 2017**  
**SUBJECT: Town & Gown Association of Ontario Membership Opportunity**

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**BACKGROUND**

At the March 13, 2017 Council Meeting, the letter from Kathryn Hoffer, MSW, Town & Gown Association of Ontario (TGAO) President was referred to the Administration and Finance Executive Committee. TGAO is the trusted, coordinated voice for students, post-secondary institutions, municipalities, first responders, residents, and landlords in Ontario communities that host post-secondary institutions. TGAO shares information and facilitates connections among diverse stakeholders to promote vibrant, cohesive communities for everyone. There are various membership levels, however, this year they are offering the Neighbourhood Association Membership at no cost.



Celebrating the Journey, Ottawa

May 8-10

2017 TGAO Symposium



February 6, 2017

Dear Colleague,

As an individual who is involved in developing strong relationships between post-secondary institutions and the communities in which they reside, I would like to introduce you to the Town and Gown Association of Ontario (TGAO) and the benefits TGAO can offer you.

*The Town and Gown Association of Ontario (TGAO) is the trusted, coordinated voice for students, post-secondary institutions, municipalities, first responders, residents, and landlords in Ontario communities that host post-secondary institutions. TGAO shares information and facilitates connections among diverse stakeholders to promote vibrant, cohesive communities for everyone.*

TGAO offers an annual symposium with opportunities to discuss current trends, research, regional issues, and best practices. The symposium program is designed to showcase cross-disciplinary efforts with proven results and emerging practices in the field of town and gown relations. The University of Ottawa and the City of Ottawa are partnering to host our 2017 Symposium, *Celebrating the Journey*, on May 8 through 10.

We have introduced a listserv in 2017 to provide members with the opportunity to access our network of town and gown colleagues, and reach out to share ideas, ask questions, and gather resources.

In 2017, we are aiming to increase the membership involvement of student organizations and neighbourhood groups with the introduction of a free membership for these stakeholder groups. We are also formally presenting an out-of-province membership opportunity.

Through our annual Symposium, our newsletter, and the new Listserv, TGAO offers the opportunity for you to meet and connect with other organizations that are working on near-to-campus issues, establishing partnerships to strengthen community, and implementing best practices.

**As we move forward in 2017, I look forward to your membership with TGAO. Complete and submit the enclosed membership form today, or visit [tgao.ca](http://tgao.ca) to complete the process online.**

Warm Regards,

Kathryn Hofer, MSW

TGAO President 2016-2017

[khofer@uoguelph.ca](mailto:khofer@uoguelph.ca)





Town and Gown Association of Ontario  
32 Samuel Street, Kitchener ON N2H 1P1  
T. 519-744-4764 E. [info@tgao.ca](mailto:info@tgao.ca) W. [www.tgao.ca](http://www.tgao.ca)

## MEMBERSHIP APPLICATION 2017

1. PRIMARY CONTACT \_\_\_\_\_

Position \_\_\_\_\_ Organization \_\_\_\_\_

Address \_\_\_\_\_

City, Province, Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

### ADDITIONAL MEMBER INFORMATION

Name	Position	Telephone	Email
2.			
3.			
4.			

### MEMBERSHIP PACKAGES

General TGAO Membership - \$250	Individual Membership - \$150	Student Affiliated Organization Membership – FREE	Neighbourhood Association Membership - FREE	Associate Out-of-Province Membership
<ul style="list-style-type: none"> <li>• 4 voting memberships identified at time of membership</li> <li>• 4 Symposium discounts</li> <li>• Inclusion of logo on TGAO website directory</li> <li>• TGAO newsletter</li> <li>• 4 contacts on TGAO Listserv Forum</li> </ul>	<ul style="list-style-type: none"> <li>• 1 voting membership</li> <li>• 1 Symposium discount</li> <li>• Inclusion of logo on TGAO website directory</li> <li>• TGAO newsletter</li> <li>• 1 contact on TGAO Listserv Forum</li> </ul>	<ul style="list-style-type: none"> <li>• 1 voting membership</li> <li>• Reduced Symposium registration rate</li> <li>• Inclusion of logo on TGAO website directory</li> <li>• TGAO newsletter</li> <li>• 1 contact on TGAO Listserv Forum</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced Symposium registration rate</li> <li>• Inclusion of logo on TGAO website directory</li> <li>• TGAO newsletter</li> <li>• 1 contact on TGAO Listserv Forum</li> </ul>	<ul style="list-style-type: none"> <li>• All membership types are offered to out-of-province stakeholders at the applicable fee structure for that membership and benefits for that membership</li> <li>• Non-voting membership</li> </ul>

Membership Package Selected: \_\_\_\_\_ TOTAL DUE: \$ \_\_\_\_\_

Please Circle:    Payment enclosed    Cheque to follow    Online Payment at [www.tgao.ca](http://www.tgao.ca)

*Completed applications may be mailed to the address above or emailed to [info@tgao.ca](mailto:info@tgao.ca).*



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2017/30**

**TO:** Administration and Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** March 14, 2017  
**SUBJECT:** We Own It- Municipal Motion Request

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**BACKGROUND**

At the March 13, 2017 Council Meeting, Melissa Pearson made a presentation, representing 'We Own It'. The Municipal Motion is attached for Council to consider adopting. The basic premise is to ensure public delivery of public services to ensure transparency and accountability to the public, democratic oversight and control of public service delivery. Further, the request is for the Town of Fort Frances to review current privatized and outsourced services with a view to in sourcing them in order to lower costs and/or improve services.

The public sector.  
We built it. We paid for it.

**We Own It**

## Municipal Motion

**Whereas** public services are, by their very definition, open to all members of the public and therefore of benefit to all members of the public;

**And whereas** the management and oversight of privatized services are, by their very definition, private and therefore of benefit primarily to investors;

**And whereas** there is ample evidence that privatized public services provide lower quality services to fewer members of the public;

**And whereas** there is also ample evidence that privatized public services cost more because of their need to generate profit for wealthy investors;

**And whereas** proposals to privatize public services have a consistent track record of breaking promises to maintain or even improve quality while reducing costs;

**And whereas** a growing number of communities around the world are reaping significant benefit by in sourcing services that had been previously privatized or outsourced;

**Be it resolved** that the Town of Fort Frances recognizes that the public delivery of public services ensures more transparency and accountability to the public, democratic oversight and control of public service delivery by our community's elected representatives, and avoids the diversion of public funds into profits for private corporations.

**Be it further resolved** that the Town of Fort Frances call a moratorium on privatizing or outsourcing any of its public services without first undertaking a rigorous, credible and fully public and transparent review of the privatization or outsourcing proposal

**Be it further resolved** that the Town of Fort Frances review current privatized and outsourced services with a view to in sourcing them in order to lower costs and/or improve services.

## Lisa Slomke

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**From:** Melissa Pearson <melp Pearson@sympatico.ca>  
**Sent:** Monday, March 06, 2017 11:13 AM  
**To:** Lisa Slomke  
**Subject:** REQUEST FOR SUPPORT  
**Attachments:** municipal council motion.doc

Hi Lisa:

I am a resident of Fort Frances and I am working with a campaign on combatting privatization. Our group would like to make a presentation to Council at the meeting on Mar 13/17 if possible at which time we will be seeking Mayor and Council support. I have attached the motion we will review at the meeting if accepted.

I look forward to hearing from you. If you require anything further, I can be reached at 807-275-6439 or via email to this address.

Have a great day!

Melissa Pearson

DATE: March 6, 2017  
TO: Administration & Finance Executive Committee  
FROM: Elizabeth (Lisa) Slomke, Town Clerk  
SUBJECT: Telephone / Internet Voting for 2018 Election

## **BACKGROUND**

The next municipal and school board elections are scheduled for October 2018 per the regulations provided for in the Municipal Elections Act, 1996.

The Town Clerk reported to Council in November 2016, December 2016 and January 2017 with regard to the use of alternative voting in the 2018 municipal and school board elections. At the January 23, 2017 Council meeting, Council subsequently approved the use of telephone / internet voting for the 2018 municipal and school board elections.

## **NEXT STEPS**

The Municipal Elections Act, 1996 requires that a by-law to authorize alternative voting must be passed and enacted by May 1, 2017. Draft by-law is attached to this report for consideration.



**TOWN OF FORT FRANCES**

**BY-LAW NO. xx/17**

(Being a by-law to authorize the use of Telephone and Internet Voting as an Alternative Voting Method for the 2018 Municipal and School Board Elections for the Town of Fort Frances)

WHEREAS Section 42 of the Municipal Elections Act, S.O. 1996, states that the Council of a local municipality may pass a by-law to authorize electors to use alternative voting method that does not require electors to attend at a voting place in order to vote; and

WHEREAS Council of the Town of Fort Frances deems it appropriate to conduct the 2018 Municipal and School Board Elections using a vote by telephone/internet method in order to better provide our electors with access to the voting privilege; and

WHEREAS on January 23, 2017, Council received a report from E. Slomke, Town Clerk re: Voting Method for the 2018 Municipal Election, and further directed the Town Clerk to deliver the 2018 Municipal Election utilizing a Telephone / Internet method.

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

1. That the use of electronic voting by Telephone and Internet as alternative voting methods is hereby authorized in respect of the municipal and school board election to be held in 2018.
2. That the Town Clerk / Returning Officer is authorized to determine the length of the voting period, including advanced voting.
3. That the Town Clerk / Returning Officer is authorized to enter into agreements with selected vendors necessary for the election.
4. That no proxy voting provisions are applicable for the Elections conducted in accordance with this by-law.
5. The Town Clerk shall prepare procedures and rules for the 2018 Municipal and School Board Elections.

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 27<sup>th</sup> day of March 2017.

\_\_\_\_\_  
G. P. Ryan, Deputy-Mayor

\_\_\_\_\_  
E. Slomke, Clerk

16 March 2017

REPORT TO: Administration & Finance Executive Committee

FROM: Elizabeth (Lisa) Slomke, Clerk

SUBJECT: Change Council Meeting Date – November 13th to November 14th, 2017

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Due to the November 11 holiday falling on a Saturday, the CUPE agreement (article 21.04) outlines that the holiday will be observed on the Monday following, therefore Management will follow the same protocol as CUPE.

This necessitates the need to move the November 13, 2017 Regular Committee of the Whole and Council meeting to Tuesday November 14, 2017. This direction must be confirmed by formal resolution as per the Procedure By-Law.

Appropriate public notice of the change in meeting date will be advertised as required.

<p><b>Council approval of this report:</b> will officially authorize by resolution the change in meeting date for the November 13<sup>th</sup>, 2017 Committee of the Whole and Council meetings to November 14<sup>th</sup>, 2017.</p>
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March 16, 2017

Report To: Mayor & Council

From: Doug Brown, CAO

**SUBJECT: Execution of Northern Ontario Heritage Fund Corporation (NOHFC) Funding Agreements- Internship Program for a Temporary Asset Management Plan Coordinator**

Further to the report dated November 29<sup>th</sup>, 2016 re: "Updating Asset Management Plan (AMP)", administration made an application for the funding of a recent engineering graduate under the NOHFC internship program to assist with this AMP updating process. This is the same NOHFC funding program by which Trish Law & Travis Rob were initially retained.

On February 14, 2017, the Town received official notification that our funding application was approved. (Please refer to the attached letter). The job posting for the temporary AMP coordinator position will be advertised during the week of March 20, 2017 with an expected commencement date of May 1<sup>st</sup>, 2017.

The Administration & Finance Executive Committee recommends the Mayor and Clerk be authorized to execute the transfer payment (financial support) agreements for the temporary AMP coordinator position with NOHFC on behalf of the Corporation of the Town of Fort Frances.

Respectfully submitted,

A handwritten signature in cursive script that reads "Doug Brown".

Doug Brown, CAO



NOHFC File #8501633

Board of Directors

David Sinclair,  
Vice Chair

Lorraine Irvine,  
Vice Chair

Jason Corbett

Robert Fontaine

Victoria Hanson

Geordi Kakepetum

Robert Norris

Marielle Brown

Michael Fox

Ella-Jean Richter

Carolyn Lane-Rock

James Caicco

James Beatty

Murray Scott

John Simperl

Jeff Perry

February 14, 2017

Doug Brown  
Chief Administrative Officer  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances ON P9A 3P9

Dear Doug Brown:

I am pleased to advise that your request for financial assistance from the Northern Ontario Heritage Fund Corporation (NOHFC) has been approved for an amount not to exceed thirty one thousand and five hundred dollars (\$31,500). This funding is a conditional contribution toward your Asset Management Plan Coordinator Intern placement for 52 weeks of employment to be completed within an 18 month time frame commencing on date of approval.

You may now proceed with hiring an eligible employee. Your Project Officer will contact you regarding placing the job advertisement, the employee verification process and the legal and contractual requirements for disbursement and administration of the contribution. If you have not selected, hired, and advised your Project Officer of an eligible candidate within 6 months of the date of this approval letter, please contact your Project Officer to request approval for an extension, failing to do this may cause your file to be closed.

On behalf of the Board of Directors, please accept my best wishes.

Sincerely,



Bill Mauro, MPP  
Chair, Northern Ontario Heritage Fund  
Minister of Northern Development and Mines



March 1, 2017

Mr. Doug Brown  
Chief Administrative Officer  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances ON P9A 3P9



NOHFC Project # 8501633

**COPY**

Dear Mr. Brown:

Enclosed are:

- Two copies of the proposed transfer payment agreement between Town of Fort Frances and Northern Ontario Heritage Fund Corporation (NOHFC).
- An electronic funds transfer (EFT) form.

If the agreement is acceptable, **please arrange for signatures on both copies by an authorized signing officer. Both copies of the agreement should then be forwarded, with the completed EFT form and a void cheque, to the NOHFC, 70 Foster Drive, Suite 200, Sault Ste. Marie, ON P6A 6V8.** One copy of the agreement will be returned to you after signing by the NOHFC. Signed copies must be provided to NOHFC within 60 days from the date of this letter.

Your assigned project officer is Joey Harris at the Ministry of Northern Development and Mines, 70 Foster Drive, Suite 200, Sault Ste. Marie, ON P6A 6V8, who may be contacted at 705-945-5914.

Before your new employee starts the position, please provide your assigned project officer with the following:

- confirmation that the eligibility criteria as set out in the verification report to be provided by the project officer have been met. To protect your employee's privacy, please do not provide the employee's social insurance number or any other personal information, except the information required to complete the forms.
- a certificate of insurance. See Schedule A – Section 9 of the attached legal agreement.


To request reimbursement of the Eligible Costs you have paid (for more information, please see Schedule A, section 1(c) of the attached legal agreement), you must complete a Request for Reimbursement form (see Schedule C of the agreement) and, for a final payment, a Final Report (see Schedule D). Send completed forms to your assigned project officer.

If there are any aspects of the agreement that you wish to discuss, please contact your assigned project officer, or financial officer, Sherry Gauthier of the NOHFC at 1-800-461-8329.

Sincerely,



Bruce Strapp  
Executive Director  
c. Joey Harris, MNDM  
Enclosure

 <b>FORTFRANCES</b> <small>BOUNDLESS</small> Fire & Rescue Service Feb. 2017 Report	Total Hours: Incidents & Training;	Training Sessions:	Public Ed & Prevention; Public Events:	Fire Safety Standards Enforcement Inspections:	Fire Drills	EMS Calls:	Fire Calls:	Fire Loss in Dollars:	Alarm Calls:	MVC Calls:	Ice / Water Calls:	(CO) Carbon Monoxide & Hazmat Calls:	High Angle Rescue / CS Calls:	Mutual Aid Calls:	Critical Incident Stress Debriefs:
<b>Number of Events</b>	<b>15 hrs.</b>	<b>2</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>30</b>	<b>3</b>	<b>\$500</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Highlights from: Tyler Moffitt - Fire Chief/CEMC

»**CALLS FOR EMERGENCY SERVICE:** THE FORT FRANCES FIRE & RESCUE SERVICE RESPONDED TO 35 EMERGENCY CALLS FOR SERVICE DURING FEBRUARY 2017.

»**Total Hours:** A total of 15 Hours were spent on responding to emergency incidents. As well, there were two (2- hour Fire Practices).

»**Time of Day:** During this month 57% of our calls for service occurred on the Day Shift between 07:00 & 19:00 and 43% of our calls for service occurred during the Night Shift between 19:00 & 07:00.

»**Public Fire Safety Education:** There were no Public Fire Safety Education events.

»**Public Events:** No events during the month of February.

»**Fire Prevention Inspections:** There was a total of 8 (Eight) Follow-up Fire Inspections. As well, there was 1 (one) Follow-up Fire Inspection Order, and one completed Fire Inspection for La Place Rendezvous. Please be aware, after a fire prevention inspection ... there are many times where fire orders are given, which require follow-up of our personnel. For this month, all the Fire Prevention Inspections were follow-ups, involving post inspection completion.

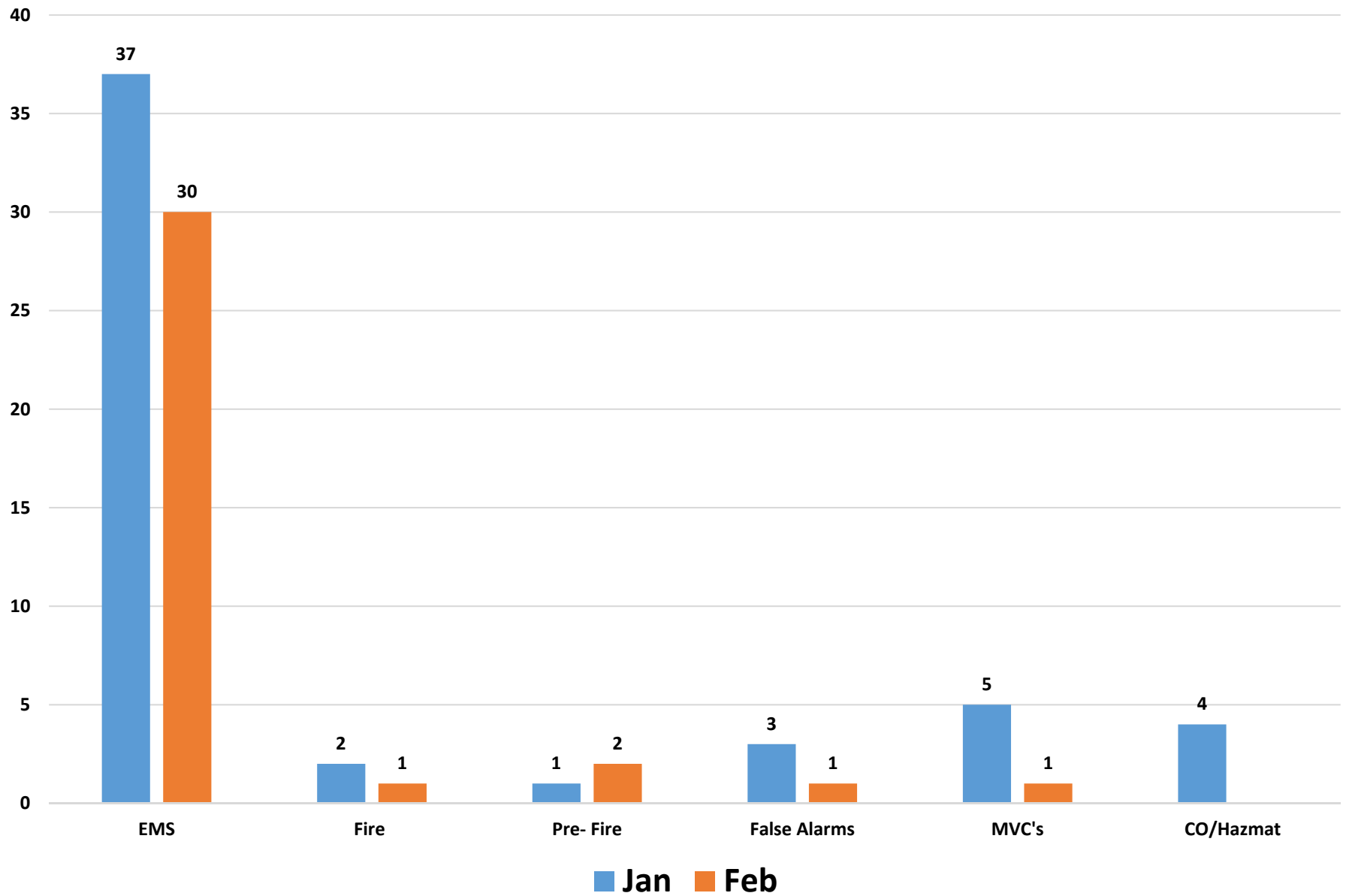
»**Emergency Medicals Service (EMS) Response Calls:** Emergency Medical Service (EMS) requests, accounted for 85% of our calls. Note: 7 (seven) of our EMS calls were "LEVEL ZERO CALLS" ... known as "FIRST RESPONSE CALLS." These are calls where our Fire & Rescue Service were on scene in advance of the Paramedic Service, because they were unavailable at the time of the call.

»**Fire Response Calls:** There was a total of 1 (one) Fire related call this month, which involved a fully involved snow mobile fire in the Lake View Trailer.

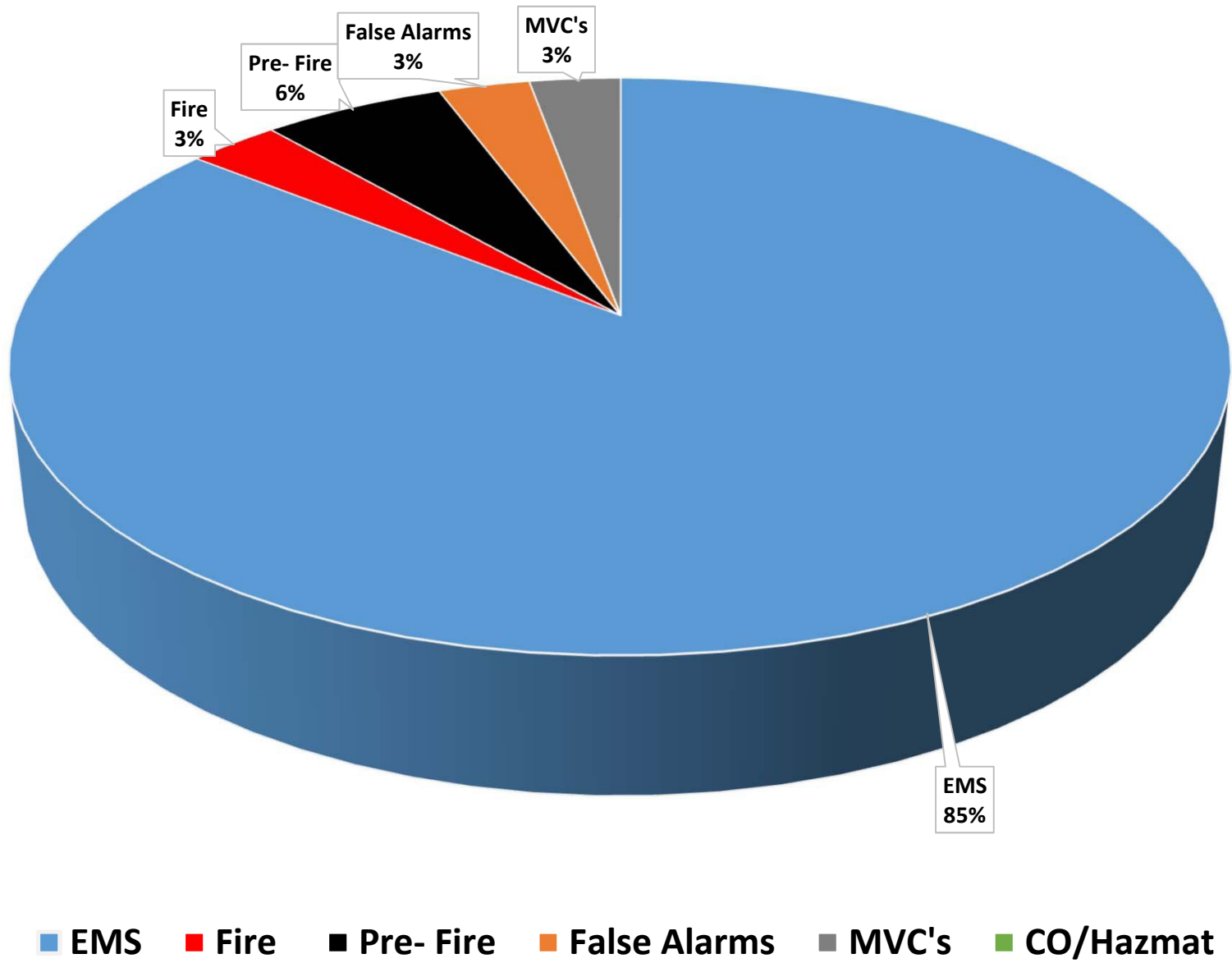
»**Pre- Fire Response Calls:** There were 2 (two) Pre-Fire related calls, which were cooking related.

»**Motor Vehicle Crashes (MVC's) Response Calls:** There was 1 (one) Motor Vehicle Crash in Fort Frances, which I attended along with other team members on a Saturday at 02:00 am. The MVC involved a pick-up truck, which went up a snow bank and collided with another vehicle in a driveway. The truck then ended up on its side and was still running when we arrived on scene. The driver of the truck had managed to get out through the back window, which was totally blown away. While the OPP attended to the driver, our team utilized the Jaws of Life to make enter into the truck by way of the front windshield so we could shut off the truck.

## Emergency Response Calls: January to February 2017



## Feb 2017 Emergency Response Calls





## 2017 Emergency Response Call

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
EMS	37	30										
Fire	2	1										
Pre- Fire	1	2										
False Alarms	3	1										
MVC's	5	1										
CO/Hazmat	4											