

# TOWN OF FORT FRANCES

## AGENDA - March 27, 2017

### MEETING - Council Chambers , Civic Centre

Page

**1. COUNCIL MEETING**

(Session No. 61) to immediately follow the Committee of the Whole

1.1 Call to Order

1.2 Prayer

1.3 Non-agenda items identified to be considered later in this meeting

1.4 Disclosure of pecuniary interest and the general nature thereof.

**2. Delegations/Deputations:**

**3. Consent Agenda:**

3.1 Items Referred from Committee of the Whole

3.2 Request dated March 16th, 2017 from G. Thorstad, President  
Boundary Waters Dragon Boat Foundation re: 6th Annual International  
Boundary Waters Dragon Boat Festival.

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- will be referred to Administration and Finance Executive Committee  
for recommendation with input from Operations and Facilities,  
Planning and Development and Community Services Executive  
Committees.

3.3 Financial request dated March 17, 2017 from the Federation of  
Canadian Municipalities re: FCM's Legal Defense Fund.

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- will be referred to Administration and Finance Executive Committee  
for recommendation.

3.4 Request dated March 15th, 2017 from Community Living Fort Frances  
and District re: Proclamation - May 2017 as "Community Living  
Month" in the Town of Fort Frances.

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- requester will be advised of Council's proclamation.

**4. Approval of Council Minutes: \***

4.1 Sessions No. 59 and 60 dated March 13th and March 20th, 2017  
respectively.

**5. Approval of Committee of the Whole Minutes: \***

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5.1 Sessions No. 86 and 87 dated March 13th and March 20th, 2017 respectively.	
<b>6. <u>Resolutions from tonight's Committee meeting</u></b>	
<b>7. <u>By-Laws:</u></b>	
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8.4 Resolutions passed March 8th, March 8th and March 15th, 2017 from the Town of Ingersoll, Municipality of Middlesex Centre and Township of East Zorra-Tavistock re: Policy for Automated External Defibrillators (AED) in all Schools.	23 - 28
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9.1 Administration and Finance Executive Committee dated February 7th and March 7th, 2017*.	37 - 41

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9.4 Operations and Facilities Executive Committee dated March 8th, 2017*.	46 - 47
9.5 Business Improvement Area Board of Management dated March 1st, 2017.	48 - 50
<b>10. <u>Non-agenda Items</u></b>	
<b>11. <u>ADJOURNMENT</u></b>	
<b>12. <u>* Previously distributed to Council</u></b>	
<b>13. <u>** Items can be viewed by contacting the Clerk</u></b>	



E-Mail: [dragonboatff@gmail.com](mailto:dragonboatff@gmail.com)

Like: [facebook.com/dragonboatff](https://facebook.com/dragonboatff)

Visit: [www.boundarywatersdragonboat.com](http://www.boundarywatersdragonboat.com)

March 16, 2017

Mayor & Council  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9

**RE: 6<sup>th</sup> ANNUAL INTERNATIONAL BOUNDARY WATERS DRAGON BOAT FESTIVAL**

Dear Mayor and Council:

We respectfully request the following support from the Town of Fort Frances for Saturday, July 8th, 2017.

1. Designate, in writing, the International Boundary Waters Dragon Boat Festival as a significant community festival and event;
2. Authorize the use of Town picnic tables. The Boundary Waters Dragon Boat Festival Committee will organize and arrange for their pick up, cleaning and return;
3. We request that the Town cover any charges associated with any festival permits that may be needed;
4. Supply the International Boundary Waters Dragon Boat Festival with the necessary documents and signage to facilitate closing the road to accommodate the needed team and public participation areas from the Sorting Gap Marina Building (to allow continued public access to the boat launch during the event) to Butler Avenue;
5. Allow the International Boundary Waters Dragon Boat Festival Committee to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event;
6. Allow access for electrical power;
7. Ensure extra garbage cans at the site, and a garbage pick-up the following Monday.
8. Allow for the road closure along the marina from Butler Avenue to the Sorting Gap marina building from 7:30 am to 5:00 pm on July 8<sup>th</sup>, 2017. A map is attached of the intended closure and festival set up. As always we ensure that the use of the boat launch and the marina building remains fully accessible to the public from the east throughout the day.

Thank you for your consideration, and we look forward to discussing our request in greater detail at your convenience if requested.

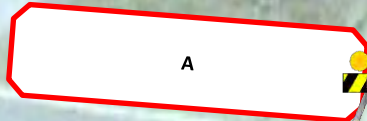
Sincerely,

**Greg Thorstad, President**  
**Boundary Waters Dragon Boat Foundation**

Vendor & Dragon  
Boat Parking



General Parking

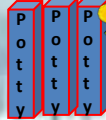


A

CAUTION!

O

Power



CAUTION!



## LOCATION & TENT ASSIGNMENTS

- A- Team Tents
- B- DB Trailer
- C- Spectator Tents
- D- Picnic Tables
- E- First Responders
- F – Officials Tent
- G – Media/Sound Man
- K-Registration / BBO

Boat

Boat





Crowe Ave.  
Dock

Butler Ave.  
Dock

Tug of  
War

300 meters

500 Metres from Crowe Ave. Dock to end slip

-End Slips-  
-Finish Line-





FEDERATION  
OF CANADIAN  
MUNICIPALITIES

FÉDÉRATION  
CANADIENNE DES  
MUNICIPALITÉS



04694

March 17, 2017

Dear Mayor and Members of Council,

For the past 20 years, FCM's Legal Defense Fund has been a critical tool in defending the national legal interests of Canada's municipalities. When a member calls on FCM to intervene in a court case of national importance, it's the Legal Defense Fund that makes this support possible. The Fund has been instrumental in setting important legal precedents on a number of issues that are of crucial importance to all municipalities. These include rights-of-way management, payments in lieu of taxes, environmental protection as well as the constitutional ability of municipalities to exercise their legislative powers.

After years of activity, FCM's Legal Defense Fund has been fully depleted. Now we need municipalities like the Town of Fort Frances to help restore the long-term health of the Fund.

A robust Legal Defense Fund is more important than ever. As courts — particularly the Supreme Court — become more strict with regard to the number of intervening parties they will allow in any given case, FCM is consistently recognized as the sole municipal intervener in cases with national implications. That means the Fund is the most certain and cost-effective way of protecting municipal legal rights in bodies such as the Courts of Appeal (provincial and federal), the Supreme Court of Canada and administrative bodies like the CRTC. While the Fund is used specifically for costs incurred directly by FCM, its influence in setting national legal precedents benefits every municipality in Canada. A recapitalized Fund will enable FCM to continue its longstanding efforts to maintain adequate municipal control over local rights-of-way and to maximize cost-recovery — while also bringing the municipal voice to a broad range of legal issues. What's more, it will support a growing demand for FCM to seek out proactive legal opinions on emerging policy issues, such as marijuana legalization. This will help provide all municipalities with the best legal advice available at a fraction of the cost, while contributing to the development of a united municipal response on national issues.

FCM has established a long-term strategy to recapitalize the Legal Defense Fund annually — beginning with an immediate call for contributions to cover ongoing legal costs. While support is voluntary, we strongly encourage members to contribute. FCM's Board of Directors has established a set contribution formula of 2 cents per capita. Enclosed is a voluntary invoice that indicates the Town of Fort Frances's proposed contribution for this year. This amount can be changed based on your budgetary situation. Starting next fall, municipalities will be invited to make an annual voluntary contribution to the long-term viability of the Fund as part of FCM's yearly membership drive.

All of us have a role to play in advancing the legal interests of Canada's municipalities. Thank you in advance for your immediate and ongoing support of the Legal Defense Fund. For more information, visit the membership page at [fcm.ca](http://fcm.ca) or email [info@fcm.ca](mailto:info@fcm.ca).

Sincerely,

Clark Somerville  
FCM President

**President  
Président**  
Clark Somerville  
Councillor  
Regional Municipality of  
Halton ON

**First Vice-President  
Première vice-présidente**  
Jenny Gerbas  
Councillor  
City of Winnipeg MB

**Second Vice-President  
Deuxième vice-présidente**  
Sylvie Gosselin  
Conseillère  
Ville de Gatineau QC

**Third Vice-President  
Troisième vice-président**  
Bill Karsten  
Councillor  
Halifax Regional  
Municipality NS

**Past President  
Président sortant**  
Raymond Louie  
Acting Mayor  
City of Vancouver BC

**Chief Executive Officer  
Chef de la direction**  
Brock Carlton  
Ottawa ON

24 rue Clarence Street  
Ottawa, Ontario K1N 5P3

T 613-241-5221  
F 613-241-7440

[www.fcm.ca](http://www.fcm.ca)



FÉDÉRATION  
OF CANADIAN  
MUNICIPALITIESFÉDÉRATION  
CANADIENNE DES  
MUNICIPALITÉS**Invoice / Facture**

24, rue Clarence Street, Ottawa,  
Ontario, K1N 5P3  
T. 613-241-5221 F. 613-241-7440

McCaig, Mark  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, Ontario P9A 3P9

**Invoice / Facture:** ORD-04694-J0Y6X7**DATE:** 03/01/2017**ACCOUNT/COMPTE:** 317

**DUE DATE/DATE** 04/01/2017  
**LIMITE:**

ITEM/DESCRIPTION	QTY/QTE	RATE/TAUX	TAX/TAXE	TOTAL
Legal Defense Fund/Fonds de défense juridique	7,952.00000	\$0.0230	\$23.78	\$206.67
<b>HST/TVH (13%):</b>				\$23.78
<b>TOTAL:</b>				\$206.67

**PAYMENT/PAIEMENT****By cheque** payable to:**Federation of Canadian Municipalities****Par chèque** à l'ordre de:**Fédération canadienne des municipalités**

24, rue Clarence Street

Ottawa, Ontario K1N 5P3

HST # / No. de TVH: 11891 3938 RT0001

QST # / No. de TVQ: 1202728231DQ0001

**By Electronic Funds Transfer/Par transfert électronique de fonds**

Royal Bank of Canada (RBC)

90 Sparks St, Ottawa, ON K1P 5T7

**Transit Number/Numéro de transit:** 00006**Account Number/Numéro de compte:** 1006603

accountsreceivable@fcm.ca/comptesrecevables@fcm.ca

**Ref No. / No. de** 317  
**référence :**





March 15, 2017

Town of Fort Frances  
Mayor and Council of the Town of Fort Frances  
P.O. Box 38  
Fort Frances, ON P9A 3M5

Dear Mayor and Council of the Town of Fort Frances:

**Re: Proclamation May as "Community Living Month"**

On behalf of Community Living Fort Frances and District, I am requesting that your council proclaim May as "Community Living Month".

You may be aware of the services Community Living Fort Frances and District provides in the Rainy River District. If not, I have enclosed 2 brochures with general information on the services we provide.

Community Living Fort Frances and District provides support to intellectual or developmental disabled individuals who require support to be able to participate in community life and live as independently as possible.

Community Living Fort Frances and District provides a range of services including residential, employment, recreational and educational supports to intellectual disabled individuals throughout the Rainy River District.

During the month of May we will be celebrating our achievements and request your support for people in your community with an intellectual or developmental disability.

*Mission Statement*

*To ensure that all people live in a state of dignity, sharing & participating in all elements of living in the community.*

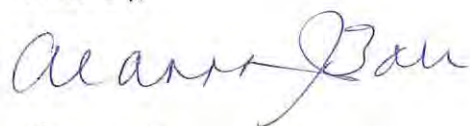
Administration Office	24 Hour Care Supports	Community Support Services	Employment Supports	Good Impressions	Transitional Services
340 Scott Street Fort Frances, ON P9A 3M5	145 Hudson Drive Fort Frances, ON P9A 3P7 807-274-2427 807-274-9678	336 Scott Street Fort Frances, ON P9A 1G9 807-274-5703	340 Scott Street Fort Frances, ON P9A 1G9 807-274-8727	342 Scott Street Fort Frances, ON P9A 1G9 807-274-3233 giprint@jam21.net	525 Mowat Avenue Fort Frances, ON P9A 1Z1 807-274-5556

On behalf of Community Living Fort Frances and District I am also requesting that the Town of Fort Frances participate in a flag raising ceremony and fly the Community Living flag for the month of May 2017.

Should you agree, please have a representative contact me to make the arrangements.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alanna J. Barr". The signature is fluid and cursive, with the first name "Alanna" and last name "Barr" clearly distinguishable.

Alanna J. Barr  
Chief Executive Officer  
AJB/wd

Proclamation for the Mayor and Council of the Town of Fort Frances to consider for "Community Living Month" the month of May.

**WHEREAS**, Community Living Fort Frances and District has worked to bring people together and their communities together;

**AND WHEREAS**, Community Living Fort Frances and District supports individuals as they develop their capacity to live, learn work and participate in all aspects of living in the community;

**AND WHEREAS**, Community Living Fort Frances and District helps the community to develop its capacity to welcome and support people who have not always had the same opportunities as the rest of us to participate in the community in meaningful, productive ways;

**AND WHEREAS**, the Council of the Town of Fort Frances urges its citizens to celebrate the inclusion in our community of people who have been labeled as having an intellectual disability:

**NOW THEREFORE**, I Roy Avis, Mayor of the Town of Fort Frances, hereby proclaim the month of May 2017, as COMMUNITY LIVING MONTH in the Town.



TOWN OF FORT FRANCES

BY-LAW NO. xx/17

(Being a by-law to approve an agreement with 539989 Ontario Ltd. doing business as North Air Services for provision of Dial-a-Ride Services)

WHEREAS on March 27, 2017, Council approved a recommendation from the Community Services Executive Committee to enter into an agreement with 539989 Ontario Ltd. doing business as North Air Services for the provision of Dial-a-Ride Services in the Town of Fort Frances.

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

1. That the agreement with 539989 Ontario Ltd., doing business as North Air Services, in the form attached hereto as Schedule "A" to this by-law be approved for the Mayor and Clerk to sign and affix the Corporate Seal thereto.

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

READ THREE TIMES and finally passed in open Council this 27th day of March 2017.

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

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

**FORM OF AGREEMENT TO BE EXECUTED BY THE INDEPENDENT CONTRACTOR**

This Agreement dated the **27th** day of **March**, 2017.

Between:

The Corporation of the Town of Fort Frances  
(the "Town")

and

**539989 ON LTD operating as North-Air Services**  
(the "Independent Contractor")

Whereas:

- A. The Town requested proposals from Independent Contractors for the provision of the Services (as "Services" is detailed and defined in **Schedule A** attached to and forming part of this Agreement);
- B. The Independent Contractor, in response to the Town's request for proposals (the "RFP") submitted a proposal to provide the Services;
- C. This agreement (the "Agreement") is the Agreement (referred to in sections 2.2(c) and 2.11 of the RFP) that the Independent Contractor agreed to execute should the Independent Contractor's proposal be the one accepted and approved by Council of the Town; and
- D. Council approved the proposal made by the Independent Contractor.

NOW THEREFORE the Town and the Independent Contractor (collectively, the "Parties", individually, a "Party") agree as follows:

- 1. The Independent Contractor, for itself and on behalf of its employees, agents, consultants, contractors, and other representatives, covenants and agrees:
  - 2 (a) to provide and perform the Services for the Term (as "Term" is defined in paragraph 2 of this Agreement):
    - (i) in a diligent and good and workmanlike manner, and in compliance with the provisions of all applicable laws, rules, and regulations (including, without limitation, occupational health and safety laws and regulations); and
    - (b) that the Independent Contractor shall obtain any and all required licenses, approvals, and permits for the purposes of the provision of the Services pursuant to this Agreement; and
    - (c) to provide to the Town, before commencing provision of the Services, a valid Police Vulnerable Sector Check, of all persons performing the Services, satisfactory to the Town and in accordance with requirements to provide the Services in the presence of children.
- 2. The term (the "Term") of this Agreement shall be for three (3) years, from **April 1, 2017** to and including **March 31, 2020** with an option to renew for additional three (3) year terms, as may be negotiated to the satisfaction of both parties.
- 3. The Town agrees:
  - (a) to pay to the Independent Contractor, for the performance by the Independent Contractor of the Services, the sum of fares calculated by the following amounts:

	2017 (Apr-Dec)	2018 (Jan-Dec)	2019 (Jan-Dec)	2020 (Jan-Mar)
Town Subsidy for Adult	\$3.00	\$3.00	\$3.00	\$3.00
Adult user fare	\$2.50	\$2.50	\$2.50	\$2.50
Town subsidy for Child	\$1.50	\$1.50	\$1.50	\$1.50
Child fare	\$1.25	\$1.25	\$1.25	\$1.25
Additional Child	\$2.50	\$2.50	\$2.50	\$2.50
Age details for children(# of children per adult)	Age 4 & under are free. 1 Child per adult. Each additional child pays adult fare.	Age 4 & under are free. 1 Child per adult. Each additional child pays adult fare.	Age 4 & under are free. 1 Child per adult. Each additional child pays adult fare.	Age 4 & under are free. 1 Child per adult. Each additional child pays adult fare.
Town subsidy for wheelchairs	\$9.00	\$9.00	\$9.00	\$9.00
Wheelchair user fare	\$8.50	\$8.50	\$8.50	\$8.50

per month plus HST thereon, if and as applicable.

- 4. Except as the Town may otherwise agree, the Independent Contractor shall not receive any other payment, benefit, or other compensation for the provision or performance of the Services by the Independent Contractor other than as set out in paragraph 3 of this Agreement.
- 5. The Independent Contractor shall take out and keep in force, throughout and for the duration of the Term, a comprehensive policy (herein sometimes referred to as the “Policy”) of public liability and property damage insurance in the amount of not less than \$2,000,000 inclusive per occurrence.

Such Policy shall name the Town as an additional insured thereunder and shall contain:

- (a) the insurer’s waiver of any rights of subrogation or indemnity or any other claim to which the insurer might otherwise be entitled as against the Town, its officers, employees, agents, and councilors, and other representatives, together with a severability of interest clause and a cross liability clause; and
  - (b) an undertaking by the insurer not to cancel, change, lapse or refuse to renew the insurance therein granted without first giving the parties notice of its intentions in writing of at least 60 days prior to the intended change, lapse, cancellation or termination.
6. Notwithstanding anything contained in this Agreement, if:
- (a) the Independent Contractor should be adjudged bankrupt, or becomes insolvent, or makes a general assignment for the benefit of creditors, or if a receiver is appointed of the Independent Contractor or the Independent Contractor’s business or any part thereof;
  - (b) a petition in bankruptcy for liquidation, reorganization, or other proceeding, is filed by or against the Independent Contractor; or
  - (c) the Independent Contractor fails or neglects to properly perform or complete the Services or otherwise fails to comply with the requirements of the RFP

the Town may, without prejudice to any other right or remedy it may have, terminate this Agreement by giving the Independent Contractor 10 days written notice.

7. It is understood and agreed that the Independent Contractor:
- (a) is an Independent Contractor and that nothing herein contained shall be construed so as to create a master and servant, or principal and agent relationship, or any other relationship except that of Independent Contractor between the Town and the Independent Contractor respectively;
  - (b) shall be solely responsible for payment of income tax, Canada pension plan contributions, unemployment insurance contributions, WSIB premiums, and any



other deductions or contributions required by any law whatsoever to be made by the Independent Contractor with respect to any monies or other benefits received by the Independent Contractor from the Town;

- (c) is and shall be solely responsible for payment for and otherwise of and as to any of the Independent Contractor's partners, employees, or any person or otherwise associated or engaged in any of the Services with the Independent Contractor; and
  - (d) shall, forthwith upon request of the Town, provide a statement of good standing and/or clearance certificate and/or such other evidence of compliance by the Independent Contractor with Ontario workers compensation legislation and WSIB.
8. The Independent Contractor shall indemnify and save harmless the Town in the event that any governmental authority (including, without limitation, Revenue Canada, Employment Insurance, CPP, WSIB) were to require the Town to make a payment or to have deducted and remitted any amounts that would have been deducted from any payment had the Parties agreed that the payment was one being made in a relationship other than a relationship of independent contracting.
  9. Neither this Agreement nor any rights or entitlements under it shall be assignable or otherwise transferable by the Independent Contractor without the prior written consent of the Town.
  10. Any notice required or permitted to be given under this Agreement shall be in writing and shall be effectively given if:
    - (a) delivered personally;
    - (b) sent by prepaid courier service or mail; or
    - (c) sent prepaid by facsimile or other means of electronic communication confirmed on the same or the following day by prepaid mail, addressed,

in the case of notice to the Independent Contractor, as follows:

**539989 ON Limited o/a North-Air Services  
600 Scott Street Fort Frances, ON P9A 1H6  
northairservices@yahoo.com**

and in the case of the Town, as follows:

**The Corporation of the Town of Fort Frances  
320 Portage Ave.  
Fort Frances, Ontario  
P9A 3M5  
Attention: Clerk  
Email: Islomke@fortfrances.ca**

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

11. The Independent Contractor shall not disclose to any entity, in any manner whatsoever, any private or personal information, record, or otherwise, found out or otherwise while performing the Services except as permitted by the Town or in accordance with the order of any authority having jurisdiction.
12. This Agreement shall be read with all changes of gender as required where required.
13. This Agreement and everything contained in it shall ensure to the benefit of and be binding upon the respective heirs, executors, administrations, successors, assigns and other legal representatives, as the case may be, of each of the Parties.

IN WITNESS WHEREOF the Parties have executed this Agreement.

\_\_\_\_\_  
Witness to signature

\_\_\_\_\_  
Independent Contractor

\_\_\_\_\_  
Print name of witness

\_\_\_\_\_  
Print name of Independent Contractor

Address of witness:

\_\_\_\_\_

\_\_\_\_\_

The Corporation of the Town of Fort Frances

per: \_\_\_\_\_  
Roy Avis, Mayor

per: \_\_\_\_\_  
Elizabeth Slomke, Clerk

We have authority to bind the Town

**Schedule A to Agreement**

**SERVICES TO BE PROVIDED BY THE INDEPENDENT CONTRACTOR**

The Independent Contractor (The Operator) is required to provide and perform the following Services:

- 1. Provide a door to door transportation service know as dial-a-ride (the services), Monday to Friday 7:30 am to 5:00 pm and Saturday and Sunday 8:30 am to 2:00 pm except statutory holidays (customers can start calling at the stated start times for pick-up 20 minutes later).
- 2. Provide the service only within the geographic boundaries of the Town of Fort Frances.
- 3. Make the service available on the basis of reservations only. Reservations by users to be made by phoning your specified contact number at least 20 minutes prior to scheduled pickup time (schedule below). Return trip reservations are to be arranged directly with the driver or by phone to the Operator (at least 20 minutes prior to schedule).
- 4. The driver shall collect the approved fare in effect from the passenger/user of the services. This may include the provision of pre-sold tokens by the Operator for organizations with clients who use the service.
- 5. 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.
- 6. The operator will modify services as recommended by the Town based on feedback from users.
- 7. Abide by and adhere to all the articles listed in the signed Agreement.

Depart Downtown to East End	Depart East End to Downtown	Depart Downtown to North & West End	Depart West & North End to Downtown	Arrive Downtown
MONDAY TO FRIDAY (all times are approximate within 5-8 minutes)				
	7:50 AM	8:00 AM	8:10-8:20 AM	8:30 AM
8:30 AM	8:50 AM	9:00 AM	9:10-9:20 AM	9:30 AM
9:30 AM	9:50 AM	10:00 AM	10:10-10:20 AM	10:30 AM
10:30 AM	10:50 AM	11:00AM	11:10-11:20 AM	11:30 AM
11:30 AM	11:50 AM	12:00PM	12:10-12:20 PM	12:30 PM
12:30 PM	12:50 PM	1:00 PM	1:10-1:20 PM	1:30 PM
1:30 PM	1:50 PM	2:00 PM	2:10-2:20 PM	2:30 PM
2:30 PM	2:50 PM	3:00 PM	3:10-3:20 PM	3:30 PM
4:30 PM	3:50 PM	4:00 PM	4:10-4:20 PM	4:30 PM
Depart Downtown to East End	Depart East End to Downtown	Depart Downtown to North & West End	Depart West & North End to Downtown	Arrive Downtown
SATURDAY & SUNDAY (all times are approximate within 5-8 minutes)				
8:50 AM	9:00 AM	9:10 AM	9:20 AM	9:30 AM
9:50 AM	10:00 AM	10:10 AM	10:20 AM	10:30 AM
10:50 AM	11:00 AM	11:10 AM	11:20 AM	11:30 AM
11:50 AM	12 :00 PM	12:10 PM	12:20 PM	12:30 PM
12:50 PM	1:00 PM	1:10 PM	1:20 PM	1:30 PM



**TOWN OF FORT FRANCES**

**BY-LAW NO. 21/14 - D**

(Being a by-law to amend by-law 21/14, being a by-law for the regulation of traffic on the highways and regulating the use of highways by pedestrians or vehicles within the Municipality. The *Municipal Act, 2001*, S.O. 2001, c. 25 and the *Highway Traffic Act*, R.S.O. 1990, CH.8.)

**WHEREAS** the Corporation of the Town of Fort Frances is authorized to regulate traffic on the highways and to regulate the use of highways by pedestrians or vehicles within the Municipality,

**AND WHEREAS** on March 13, 2017, Council approved a report from the Planning & Development Executive Committee recommending an amendment to the Traffic Control By-law regarding prohibiting heavy trucks on the 500 – 1200 blocks of Scott Street.

**AND WHEREAS** on March 13, 2017, Council approved a report from the By-law Enforcement Department recommending an amendment to the Traffic Control By-law regarding handicap parking stalls for the Fort Frances Library & Technology Centre.

**NOW THEREFORE** the Municipal Council of the Corporation of the Town of Fort Frances **HEREBY ENACTS** as following:

**TOWN OF FORT FRANCES**

**BY-LAW NO. 21/14**

**Sec. 4.1.4.6**

When properly worded signs have been erected and are on display, no person shall stop, stand or park a vehicle, or combination of vehicle’s exceeding one-ton load capacity or exceeding 6.75m in the 500-1200 blocks of Scott Street, at any time. Exception is permitted when parked temporarily for the purpose of active delivery, service, maintenance of the adjacent property or when temporarily stopping for a period of no more than 1 hour.

**TOWN OF FORT FRANCES**

**BY-LAW NO. 21/14**

**HANDICAPPED PARKING ONLY**

**SCHEDULE “C”**

**NO.**

24. The first six (6) designated parking stalls numbered B1 (CHANGE TO A1), C1, D1, E1, F1, and G1 in the Fort Frances Library & Technology Centre’s parking lot.

READ THREE TIMES and finally passed in open Council this 27<sup>th</sup> day of March 2017.

\_\_\_\_\_  
R. Avis, Mayor

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



**Sylvia Jones, MPP**  
Dufferin-Caledon

Room 443, Legislative Building  
Toronto, Ontario M7A1A8

Tel: 416-325-1898  
Fax: 416-325-1936  
E-Mail: [sylvia.jonesla@pc.ola.org](mailto:sylvia.jonesla@pc.ola.org)



March 9<sup>th</sup>, 2017

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

Dear Mayor Avis and Council,

I am writing to you as the new Progressive Conservative Critic for Infrastructure. In my role as the critic for infrastructure, I will be looking to hold the provincial government to account on its announcements and plans for infrastructure projects across the province. Municipalities, like yours, are an important partner in helping define Ontario's infrastructure needs.

If you have concerns about the provincial government's approach to infrastructure, be it delays or red tape, I want to hear from you. Ensuring that the government is held to account is essential as it ensures that the government invests transparently and in the areas that Ontarians need. If you would like to meet with me to discuss these issues in person, please contact my office at [sylvia.jonesqp@pc.ola.org](mailto:sylvia.jonesqp@pc.ola.org) or 416-325-1898.

Sincerely,

A handwritten signature in black ink, appearing to read "Sylvia Jones".

Sylvia Jones, MPP  
Dufferin-Caledon  
Deputy Leader of the PC Caucus  
Progressive Conservative Critic for Infrastructure



Fort Frances District Office  
922 Scott Street  
Fort Frances, Ontario  
P9A 1J4

Ministry of Natural  
Resources and Forestry

Ministère des Richesses  
naturelles et des Forêts

Tel: (807)274-5337

Fax: (807)274-4438

March 15, 2017

Dear Sir or Madam,



## **INSPECTION of APPROVED 2017 – 2018 ANNUAL WORK SCHEDULE - CROSSROUTE FOREST**

The **Fort Frances District** of the Ontario **Ministry of Natural Resources and Forestry (MNRF)** has reviewed and approved **Resolute FP Inc.'s** April 1, 2017 – March 31, 2018 Annual Work Schedule (AWS) for the **Crossroute Forest**.

### **Availability**

The AWS will be available for public inspection at the Resolute FP Inc. office and the MNRF public website at [ontario.ca/forestplans](http://ontario.ca/forestplans) beginning **March 17<sup>th</sup>, 2017** and throughout the one year duration. Ontario Government Information Centres in Atikokan and Rainy River provide access to the internet.

### **Scheduled Forest Management Operations**

The AWS describes forest management activities such as road construction, maintenance and decommissioning, forestry aggregate pits, harvest, site preparation, tree planting and tending that are scheduled to occur during the year.

### **Tree Planting and Fuelwood**

Resolute FP Inc. is responsible for tree planting on the Crossroute Forest. Please contact Resolute FP Inc. below for information regarding tree planting job opportunities.

For information on the locations and license requirements for obtaining fuelwood for personal use, please contact the Fort Frances District or Atikokan Area Offices at the addresses noted below. For commercial fuel wood opportunities; please contact Resolute FP Inc. below.

### **More Information**

For more information on the AWS or to arrange an appointment with MNRF staff to discuss the AWS or to request an AWS operations summary map, please contact:

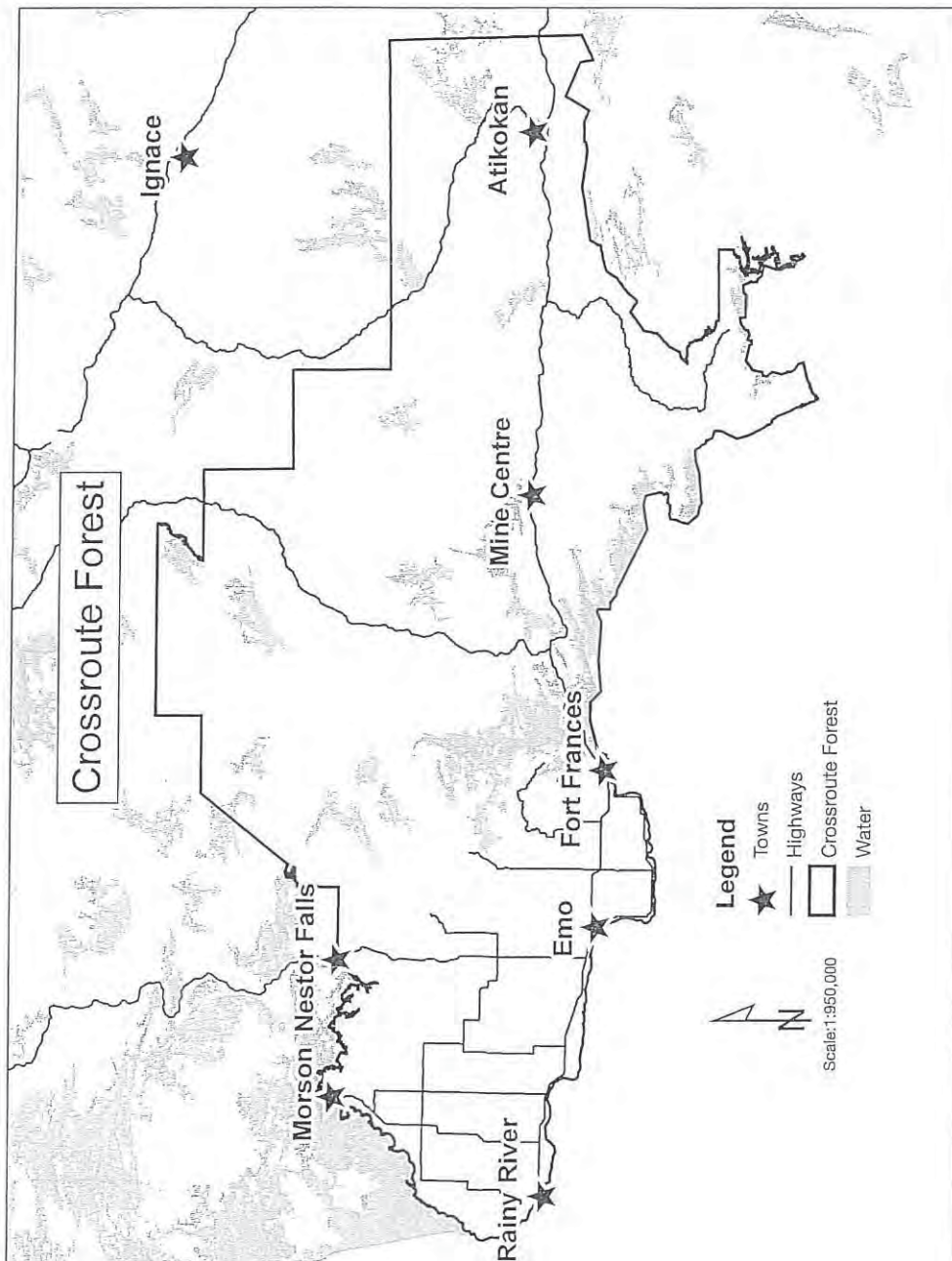
<u>Philip Cooze</u> Ministry of Natural Resources & Forestry 922 Scott Street Fort Frances, ON P9A 1J4 (807) 274-8639	<u>Renee Perry</u> Ministry of Natural Resources & Forestry 108 Saturn Ave Atikokan, ON POT 1CO (807) 597-5010	<u>Beau Johnson</u> Resolute Forest Products 2001 Neebing Ave. Thunder Bay, ON P7E 6S3 (807) 475-2030
--	---	---

Sincerely,

Greg Chapman  
District Manager  
Fort Frances District

Office Hours 8:30 – 5:00 Monday to Friday  
Closed 12:00 – 1:00







Box 608, Little Current, Ontario, P0P 1K0  
705-368-3500

March 17, 2017

Premier Wynne  
Suite 101 - 795 Eglinton Avenue East  
Toronto, Ontario  
M4G 4E4

Dear Ms. Wynne:

Please find below a copy of a recent resolution passed by our Council:

**Resolution No. 55-03-2017**

Moved by: W. Koehler

Seconded by: P. Skippen

Whereas the Premier has announced that Ontario Hydro will be waiving delivery fees for customers who reside on First Nation reserves and settlements in Ontario;

And whereas the many families in the Town of Northeastern Manitoulin and the Islands are having trouble meeting their financial commitments because of the exorbitant delivery fees charged by Ontario Hydro;

Now therefore be it resolved that the Council for the Town of Northeastern Manitoulin and the Islands requests that the Province of Ontario treat all of Ontario Hydro's customers equally and eliminate the delivery fees for residents of the Town of Northeastern Manitoulin and the Islands.

Be it further resolved that, in the interest of transparency, Ontario Hydro explain to the municipalities which cost costing measures or alternative revenue sources will be put in place to replace the revenue losses it experiences from the elimination of the delivery charge to its customers.

And further that a copy of this resolution be sent to Premier Wynne, Minister Thibeault, and the other municipalities in the Province of Ontario.

Carried

Yours truly,

Pam Cress  
Clerk





TOWN OF INGERSOLL  
Town Centre

March 20, 2017

Honourable Kathleen Wynne, Premier of Ontario  
Legislative Building – Room 281  
Queen's Park  
Toronto ON., M7A 1A1

**RE: Development of Policy for Automated External Defibrillators in all Schools**

Dear Premier Wynne:

The Council for the Municipality of the Town of Ingersoll passed the following resolution at their regular meeting of Council on March 6, 2017:

**Moved by Councillor Franklin; seconded by Councillor Petrie**

**C17-03-067 WHEREAS** Automated External Defibrillators are used to treat sudden cardiac arrest and have been proven to be life-saving during the waiting time period for emergency services;

**AND WHEREAS** for every minute a person in cardiac arrest goes without being successfully treated by defibrillation, the chance of survival decreases by 7 percent in the first minute, and decreases by 10 percent per minute as time advances past 3 minutes;

**AND WHEREAS** Andrew Stoddart, a 15 year old boy, passed away while playing soccer in Kintore, Ontario, an AED on site may have increased his odds of survival. Andrew's Legacy foundation has currently purchased 22 AEDs for across Oxford County, including all three elementary schools in Zorra Township;

**AND WHEREAS** Thames Valley District School Board has yet to put together a policy for having AED's in place in all, or any, of their public elementary and secondary schools;

**THEREFORE BE IT RESOLVED THAT** the Town of Ingersoll requests that the Premier, and Minister of Education, develop a policy that makes it mandatory for all schools and school boards in Ontario, including the Thames Valley District School

Board, that allows individual elementary and secondary schools to have an AED installed in their schools;

**AND THAT** the Town of Ingersoll request that the Thames Valley District School Board and all other schools in Ontario develop a policy to install AEDs in all schools as soon as possible for the safety of our children;

**AND THAT** this resolution be sent to the Premier, Minister of Education, AMO, Thames Valley District School Board; and all Ontario Municipalities for consideration and support.

**CARRIED**

The Council for the Town of Ingersoll urges the development and implementation of an AED policy for all schools to help ensure the safety of our children. Should you have any questions or comments regarding the Town's request please contact our office.

Sincerely,



Ann Wright  
Deputy Clerk

cc Honourable Mitzie Hunter, Minister of Education  
Thames Valley District School Board  
Association of Municipalities of Ontario  
All Ontario Municipalities



March 15, 2017

Honourable Kathleen Wynne, Premier of Ontario  
Legislative Building — Room 281  
Queen' s Park  
Toronto, Ontario  
M7A 1A1

Dear Premier Wynne:

**Re: Support for Policy to Install AEDs in all Schools**

At its last regular meeting held on March 8, 2017, the Council the Municipality of Middlesex Centre enacted the following resolution:

WHEREAS Automated External Defibrillators are used to treat sudden cardiac arrest and have been proven to be life-saving during the waiting time period for emergency services;

AND WHEREAS for every minute a person in cardiac arrest goes without being successfully treated by defibrillation, the chance of survival decreases by 7 percent in the first, and decreases by 10 percent per minute as time advances past 3 minutes;

AND WHEREAS Andrew Stoddart, a 15 year old boy, passed away while playing soccer in Kintore, Ontario, an AED on site may have increased his odds of survival. Andrew's Legacy foundation has currently purchased 22 AEDs for across Oxford County, including all three elementary schools in Zorra Township;

AND WHEREAS Thames Valley District School Board has yet to put together a policy for having AED's in place in all, or any, of their public elementary and secondary schools;

THEREFORE BE IT RESOLVED THAT the Municipality of Middlesex Centre requests that the Premier, and Minister of Education, develop a policy that enables all school boards in Ontario, including the Thames Valley District School Board, that allows individual elementary and secondary schools to have an AED installed in their schools; and

FURTHER THAT the Municipality of Middlesex Centre request that the Thames Valley District School Board develop a policy to install AEDs in all schools in the Thames Valley District School Board as soon as possible for the safety of our children; and

FURTHER THAT this resolution be sent to the Premier, Minister of Education, AMO, Thames Valley District School Board; and all Ontario Municipalities for consideration and support.

Yours truly,

Stephanie Troyer-Boyd, AMCT  
Clerk

- c. Mitzie Hunter, Minister of Education  
Association of Municipalities of Ontario  
Laura Elliott, Director, Thames Valley District School Board  
All Ontario Municipalities





# Township of East Zorra-Tavistock

Box 100 / 90 Loveys Street  
Hickson, Ontario N0J 1L0

Email [ezt@ezt.ca](mailto:ezt@ezt.ca)  
Web [www.ezt.ca](http://www.ezt.ca)

Phone 519.462.2697  
Fax 519.462.2961

March 20, 2017

Honourable Kathleen Wynne, Premier of Ontario  
Legislative Building – Room 281  
Queen's Park  
Toronto, ON M7A 1A1

Dear Premier Wynne:

**Re: Support for Policy to Install AEDs in all Schools**

Please be advised that at their March 15, 2017, regular meeting, East Zorra-Tavistock Council considered and passed the following resolution:

*Moved by: Maureen RALPH*

*Seconded by: Shirley MCCALL HANLON*

*WHEREAS Automated External Defibrillators are used to treat sudden cardiac arrest and have been proven to be life-saving during the waiting time period for emergency services;*

*AND WHEREAS for every minute a person in cardiac arrest goes without being successfully treated by defibrillation, the chance of survival decreases by 7 percent in the first minute, and decreases by 10 percent per minute as time advances past 3 minutes;*

*AND WHEREAS Andrew Stoddart, a 15 year old boy, passed away while playing soccer in Kintore, Ontario, an AED on site may have increased his odds of survival. Andrew's Legacy Foundation has currently purchased 22 AEDs for across Oxford County, including all three elementary schools in Zorra Township;*

*AND WHEREAS the Thames Valley District School Board has yet to put together a policy for having AEDs in place in all, or any, of their public elementary and secondary schools;*

*THEREFORE BE IT RESOLVED THAT the Municipality of East Zorra - Tavistock requests that the Premier, and Minister of Education, develop a policy that enables all schools and school boards in Ontario, including the Thames Valley District School Board, that allows individual elementary and secondary schools to have an AED installed in their schools;*



*AND THAT the Municipality of East Zorra-Tavistock request that the Thames Valley District School Board and all other schools in Ontario develop a policy to install AEDs in all schools as soon as possible for the safety of our children;*

*AND THAT this resolution be sent to the Premier, Minister of Education, AMO, Thames Valley District School Board, MPP Ernie Hardeman; and all Ontario Municipalities for consideration and support.*


**CARRIED.**

Yours truly,

A handwritten signature in blue ink, appearing to read "Will Jaques".

Will Jaques  
Corporate Services Manager/ Clerk

- c: Mitzie Hunter, Minister of Education  
Ernie Hardeman, MPP Oxford  
Laura Elliott, Director, Thames Valley District School Board  
Association of Municipalities of Ontario  
All Ontario Municipalities

CORPORATION OF THE MUNICIPALITY OF CALVINResolutionDATE: March 14, 2017NO. 2017-045**Certified true copy**MOVED BY SECONDED BY   
**Clerk Treasurer**

**"WHEREAS** the Ministry of Municipal Affairs and housing has proposed a change to the Building Code of Ontario, 08-09-03, requiring mandatory five year septic tank pump out and records retention by the owner;

**AND WHEREAS** that same change requires Municipalities to administer and enforce this change;

**AND WHEREAS** the change document fails to identify the administrative costs to Municipalities;

**AND WHEREAS** the change document fails to identify any transfer of Provincial funding to offset these downloaded costs;

**AND WHEREAS** many Municipalities already have bylaws to regulate septic systems especially near waterways;

**AND WHEREAS** the majority of homeowners pump out their septic tanks on a regular basis whether regulated or not;

**AND WHEREAS** there are many more important issues on which to spend taxpayer's money than "enhancing" maintenance on existing functioning systems;

**AND WHEREAS** adequate legislation already exists to correct malfunctioning systems;

**AND WHEREAS** Premier Wynne stated on Monday, January 30<sup>th</sup>, 2017 at the ROMA conference that the province recognizes that "one size fits all" solutions do not always work in rural Ontario;

**THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Calvin hereby supports the United Townships of Head, Clara and Maria and hereby also requests the Honourable Bill Mauro, Minister of Municipal Affairs, to rescind proposed Building Code change B-08-09-03;

**NOW THEREFORE BE IT FURTHER RESOLVED THAT** a copy of this resolution be sent to the Honourable Bill Mauro, Minister of Municipal Affairs, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Ms. Andrea Horwath, Leader of the New Democratic Party, and all Members of Provincial Parliament in the Province of Ontario;

**AND FURTHER THAT** a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), the Federation of Northern Ontario Municipalities (FONOM) and all Ontario Municipalities.

CARRIED 

Mayor



Representing the Districts of Kenora, Rainy River and Thunder Bay

P.O. Box 10308, Thunder Bay, ON P7B 6T8  
[www.noma.on.ca](http://www.noma.on.ca)

p. 807.683.6662 e. [admin@noma.on.ca](mailto:admin@noma.on.ca)

## Memorandum

To: Mayors, Reeves, and Members of Council

From: Kristen Oliver, Executive Director

Date: March 21, 2017

Subject: Second Call for Nominations for Offices of President & Executive Vice President

---

The offices of President and Executive Vice President are subject to election during the 2017 Conference and Annual General Meeting to be held April 26, 27 & 28 in Thunder Bay, ON.

This is the second call for nominations. Those elected will hold office for a term of two (2) years commencing April 28, 2017. Nominees must be elected members of council.

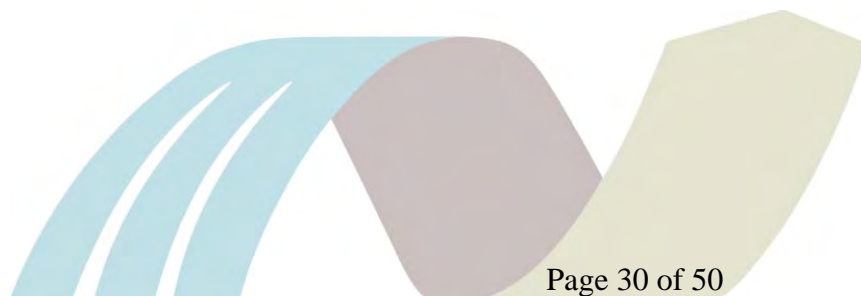
Any elected member in good standing may nominate a person or persons for these positions by notifying the Executive Director of the nomination in writing. A letter of consent from the nominee must accompany the nomination and be filed with the Executive Director.

There will be three calls for nominations via email. Nominations will be accepted until 9am on Thursday, April 20, 2017. Nominations will be posted on the NOMA website as they are received.

If more than one nomination is received for these offices, an election will be held on Thursday, April 27 from 12:00 noon to 2:00pm. Nominees will be provided an opportunity to address the delegates prior to the election.

The Executive Director will prepare a list of electors and according to Section 13 of the Constitution each member municipality will be allowed six voting delegates. If more than six delegates are attending, the municipality shall provide the Executive Director a list of those persons that will be their voting delegates. Votes shall be cast in person – there are no provisions for proxy voting.

A full job description for the position of President is available on the NOMA website (under Organization Policies). The Executive Vice President is required to attend AMO Board meetings bi-monthly in Toronto and shall be prepared to fill-in as the President requires.



## Kathy Lawson

---

**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** March-23-17 9:01 AM  
**To:** Kathy Lawson  
**Subject:** AMO WatchFile - March 23, 2017

AMO Watch File not displaying correctly? [View the online version](#) | [Send to a friend](#)  
 Add Communicate@amo.on.ca to your safe list



March 23, 2017

### In This Issue

- Changes to aggregate fees on the way.
- Federal Gas Tax Fund Reporting Webinar online now.
- 2017 LAS Town Hall Sessions are drawing near, register today!
- 64th Annual Ontario Small Urban Municipalities Conference - register today!
- Cavan Monaghan resolution concerning the escalating cost of electricity.
- Careers.

### Provincial Matters

As the first phase of change, proposed changes to Regulation 244/97 under the *Aggregate Resources Act* would increase all portions of the annual fee, and include a small top up, to account for inflation since fees were last updated in 2007. For details see the [Ontario Registry](#). The consultation period of 45 days ends on May 1, 2017.

### Federal Matters

[AMO's online tutorial](#) will guide you through the process of completing federal Gas Tax Fund reporting using the online reporting module. Review the [Gas Tax Reporting Module Guide](#) for more information.

### AMO, LAS and ROMA Events

LAS Town Hall sessions are back for another season. Join us in one of 5 municipalities as we speak about the new Programs and Services introduced in 2017, as well as improvements to our existing program lineup. [Register today](#) to discover all the new ways LAS is helping Ontario municipalities!

### Municipal Wire\*

The Town of the Blue Mountains invites you to the 64th Annual Ontario Small Urban Municipalities (OSUM) Conference, to be held May 3-5, 2017. The theme of the conference is "Rural Meets Urban." Registration and program information is available on the [OSUM website](#).

Whereas municipal budgets across Ontario are significantly impacted by escalating costs of electricity, the Township of Cavan Monaghan [resolution](#) requests municipalities to post their most recent electricity bill on their websites, and to display that bill for the month of April.

### Careers

[Planning Assistant - Township of Havelock-Belmont-Methuen](#). Closing date: 4:30 p.m., Thursday, April 6, 2017. A detailed job description can be found on the [Township website](#). Please submit a CONFIDENTIAL detailed cover letter and resume, clearly marked 'Application for Planning Assistant' by

email or regular mail to: Pat Kemp, Chief Administrative Officer, Township of Havelock-Belmont-Methuen, P.O. Box 10, Havelock, ON K0L 1Z0. Email: [pkemp@hbmtwp.ca](mailto:pkemp@hbmtwp.ca).

Chief Administrative Officer - County of Lennox and Addington. Closing date for receipt of a detailed resume and covering letter is April 13, 2017. Please forward to: Bill Bishop, HR Consulting Services Inc., c/o The County of Lennox and Addington, 97 Thomas St. East, Napanee, ON K7R 4B9. Email: [bbishop@lennox-addington.on.ca](mailto:bbishop@lennox-addington.on.ca).

General Manager, Corporate Services - City of Brantford. To apply online, please visit City of Brantford Careers. Closing date for applications: 4:30 p.m., Thursday, March 30, 2017.

Supervisor, Building Services - City of Kingston. Job Code: NU187. File Number: J0217-0507. Closing date for applications: March 24, 2017. Please apply to Career Opportunities at City of Kingston Careers.

Regional Clerk - Niagara Region. Reports to: Deputy Chief Administrative Officer. Job Opening number: 18140. To view the full job description and requirements, and to submit your online application, please visit Niagara Region Careers. Application deadline: before midnight, March 31, 2017.

Director of Housing Services - Cochrane District Social Services Administration Board. Applications will be received in confidence, no later than March 29, 2017, by: Sue Chenier, Human Resources Assistant, Cochrane District Social Services Administration Board. Telephone: 705.266.1201. Fax: 705.268.8290. Email: [cheniers@cdssab.on.ca](mailto:cheniers@cdssab.on.ca).

Public Works Superintendent (Roads and Parks) - Township of Tiny. Please visit the Township of Tiny's website for a full job description, and a list of qualifications and responsibilities. Applicants are encouraged to submit a resume and letter of application by 4:30 p.m., Thursday, April 20, 2017 to Career Action Group at [roads@careeractiongroup.ca](mailto:roads@careeractiongroup.ca).

### **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

### **AMO Contacts**

AMO Watch File Team, Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

Media Inquiries, Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



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before printing this.

Association of Municipalities of Ontario  
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6  
To unsubscribe, please [click here](#)







## ONTARIO ASSOCIATION OF FIRE CHIEFS

*Leading innovation and excellence in public and life safety*

March 10, 2017

Dear Mayor and Members of Council,

RE: OAFc 2017 Municipal Officials Seminar: The Essentials of Firefighting and Firefighting 101  
Saturday, May 6<sup>th</sup> and Sunday, May 7<sup>th</sup>, 2017, Toronto Congress Centre, Sponsored by CriSys Limited.

The Ontario Association of Fire Chiefs Municipal Officials Seminar, the Essentials of Firefighting and Firefighting 101 offers municipal officials and staff the opportunity to understand the challenges of the fire service and its importance in their communities.

This two-day session includes customized presentations that will provide you with essential information and knowledge about the fire service. The highlight of the program is our interactive, hands-on fire training experience.

On Saturday and Sunday morning, you will hear from informative speakers on topics specifically designed for municipal officials. This year's agenda highlights include:

- How Legislation Impacts the Delivery of Fire and Emergency Services in Your Community, presented by Deputy Chief Jim Jessop, Toronto Fire Services and former Ontario Fire Marshal.
- Legal Responsibility and Liability of the Municipality and the Fire Service, presented by Julia Nanos, Hicks Morley.
- Fire Service Governance – Policy vs. Operations, Presented by Rob Browning, Past President, OAFc (03-05), Consultant & Executive Director, EOETA.
- Keynote Presentation: Defending our Delivery Model, Chief Thomas Jenkins, City of Rogers, Arkansas and 1<sup>st</sup> Vice President, International Association of Fire Chiefs
- Keynote Presentation: The Pulse Nightclub Shooting, Chief Roderick Williams, City of Orlando Fire Department.

On Saturday afternoon, attendees put on bunker gear and experience the role of a firefighter by participating in a live fire training session, including a simulated search and rescue, vehicle extrication exercise and extinguishing a real fire! This program has been specifically designed for municipal officials by the Greater Toronto Airport Authority Fire Department. Previous attendees who have participated have repeatedly said that it was one of the best seminars and training sessions that they had ever attended! Past attendees included mayors, councillors, chief administrative officers, directors and government officials.

This year, we will also introduce a disaster response exercise in which a 911 call escalates into a full disaster response requiring your participation in the emergency operations centre. Learn about how important decisions are made, tracked, and how necessary resources are found, and how the Incident Management System is used.

On Sunday afternoon you have the opportunity to visit the OAFc 2017 Trade Show - the largest fire and emergency service show in Canada. You and your fire chief will be able to see a wide variety of





## ONTARIO ASSOCIATION OF FIRE CHIEFS

*Leading innovation and excellence in public and life safety*

fire vehicles and equipment, talk directly to suppliers and manufacturers and gain valuable information that can assist in your purchasing decisions.

In the evenings, there are networking functions included in your registration package encouraging you to interact with your colleagues and special guests. The Ladders Up Reception in support of the Canadian Fallen Firefighters Foundation is held on Saturday and the Ontario Association of Fire Chiefs annual Memorial Service and Reception is held on Sunday.

The seminar takes place at the Toronto Congress Centre at 650 Dixon Road, Toronto, Ontario on Saturday, May 6<sup>th</sup> and Sunday, May 7<sup>th</sup>, 2017. The main seminar hotel is the Crowne Plaza Toronto Airport Hotel located at 33 Carlson Blvd, which is only a few minutes away from the Toronto Congress Centre. A shuttle will be doing continuous loops from the hotel to the congress centre all throughout the seminar ensuring a convenient experience for all guests.

The early bird rate for the OAFc 2017 Municipal Officials Seminar is \$350.00 plus HST. The seminar fee includes,

- Customized educational sessions on Saturday,
- Keynote speakers on Sunday,
- Incident Management System in the Emergency Operations Centre – new for 2017,
- A once in a lifetime, live fire training exercise,
- OAFc 2017 Trade Show,
- Breakfast, lunch and coffee breaks on both days,
- Ladders Up Reception on Saturday evening,
- Memorial Service and Reception on Sunday.

The registration rate increases by \$75 after April 14, 2017, so register early and save!

If you have any questions about the program, I encourage you to review the enclosed brochure or contact the OAFc board office at 905-426-9865 and speak to our planning team. In addition, please visit our website at [www.oafc.on.ca/event/oafc-2017-attendees#municipal\\_officials\\_seminar\\_tab](http://www.oafc.on.ca/event/oafc-2017-attendees#municipal_officials_seminar_tab) to view seminar details, the agenda, speaker and presentation overviews, trade show information, location and to register.

The Ontario Association of Fire Chiefs looks forward to welcoming you to the 2017 Municipal Officials Seminar. We hope that you will consider attending and participating in this educational and unique event.

Yours truly,

Chief Stephen Hernen  
President



Experience what it feels  
like to fight a fire.....



Slip into bunker gear and experience the role of a firefighter by participating in a live fire training session that includes a simulated search and rescue, vehicle extrication and extinguishing fires. This program has been specially tailored by the Greater Toronto Airport Authority Fire Department and takes place at their training ground, a short distance from the Toronto Congress Centre.

On Sunday afternoon visit the OAF 2017 Trade Show, the largest fire and emergency service show in Canada. Get direct access to the latest in fire vehicles and equipment and speak directly with suppliers and manufacturers.

*"This was an amazing experience. All mayors and councillors should attend this session. Not only was the live fire experience invaluable, the seminar topics were relevant, informative and interactive. I really enjoyed the candid discussion. I have a greater understanding of the resources required to keep our communities safe. Great seminar and I hope you continue to offer this invaluable program"*

2016 Municipal Officials Attendee



Space is limited to only  
24 participants!

Don't miss your chance, register online

**TODAY & SAVE \$75**

*The early bird rate is \$350.00 plus HST.  
After April 14, 2017 the rate goes up \$75*

The Municipal Officials Seminar includes customized presentations on Saturday and keynote speakers on Sunday morning, a disaster response exercise, live fire training exercise, access to Canada's largest fire and emergency trade show and meals & refreshments over the course of two-days.

Past attendees have included government officials, mayors and councillors, CAO's, directors and other senior municipal staff.

An invitation to the Ladders Up Reception on Saturday evening and the Memorial Service and Reception on Sunday evening is also included with your registration package.



**REGISTER TODAY!**

[www.oafc.on.ca/register/event/6287](http://www.oafc.on.ca/register/event/6287)

For more information, contact us at  
905-426-9865 or email [info@oafc.on.ca](mailto:info@oafc.on.ca)

# Ontario Association of Fire Chiefs 2017 Municipal Officials Seminar

**Saturday, May 6<sup>th</sup>  
&**

**Sunday, May 7<sup>th</sup>**  
Toronto Congress Centre

Sponsored by:



AGENDA ITEM #8.8



# The Municipal Officials Seminar



The Municipal Officials Seminar: The Essentials of Firefighting and Firefighting 101 offers municipal officials the opportunity to understand the challenges of the fire service and its importance in their communities. The Seminar takes place on May 6 & 7, 2017 at the Toronto Congress Centre.

## The 2017 seminar includes:

- On Saturday, customized programming with presentations tailored to topics relating to municipal councils and fire departments. In the afternoon attendees get to participate in a live fire training exercise - extinguish a real fire!
- Learn about the Incident Management System in the emergency operations centre as you participate in a mock disaster and response.
- Sunday morning you will join our main conference session to hear from two informative keynote speakers.
- Visit the largest fire and emergency services trade show in Canada.

Registration details are located on reverse.

Municipal Officials Seminar Sponsored by:



## Presentation Highlights

### How the Fire Service Impacts Your Community

Presented by Deputy Chief Jim Jessop, Toronto Fire Services, Former Ontario Fire Marshal

This presentation will provide an overview of recent legislative and regulatory amendments related to municipal duties and responsibilities for the delivery of fire protection services. In addition, Deputy Chief Jessop will highlight recommendations and findings from recent litigation decisions as they relate to the delivery of municipal fire protection services.

### Fire Service Governance Policy versus Operations

Presented by Rob Browning, Past President, OAFCA (03-05), Consultant

Participate in a lively discussion about the role of Council in fire service governance. The conversation will be as far-reaching as the group wants to take it. What policies must your municipality have in place? What might Council like to consider? Should Councilors meet directly with firefighters? You will leave this session with a clear understanding of your role in fire service governance.

### Legal Responsibility & Liability of the Municipality and the Fire Service

Presented by Julia Nanos, Hicks Morley

Municipal officials are increasingly called upon to make difficult decisions regarding their municipality's fire services, including how to provide effective services in a cost-effective and sustainable manner. The decisions that council members make with respect to the municipality's fire services will be scrutinized publicly by labour unions, the media, lawyers and the judiciary (at an inquest), among others. This session is a "crash course" on the law of municipal liability for fire services.

### The ABC's of the Incident Management System in the Emergency Operations Centre

This session will detail how an emergency response can escalate into a full disaster response that requires your involvement! You will be given hands-on experience in handling a 9-1-1 call, sending fire trucks to the scene, escalating the initial incident into a major incident, and then escalating the major incident into a disaster response that requires the involvement of the municipal control group. You'll see how important decisions are made, tracked, how necessary resources are found, ordered and used (including how costs are tracked and managed) and how the Incident Management System (IMS) is implemented in the emergency operations centre.

## 2017 Municipal Officials Agenda Sponsored by



### Saturday, May 6, 2017

6:30 to 5:00	Registration	Foyer
7:00	Hot Breakfast	Ballroom B
8:00	How the Fire Service Impacts your Community	Jim Jessop, Deputy Chief, Toronto Fire Services, Former Ontario Fire Marshal
8:45	Fire Service Governance, Policy versus Operations	Rob Browning, Past President, OAFCA (03-05), Consultant
10:00	Coffee Break	McKinnit 5/6
10:15	Legal Responsibility & Liability of the Municipality and the Fire Service	Julia Nanos, Hicks Morley
11:15	The ABC's of the Incident Management System in the Emergency Operations Centre	Hosted by CrisSys Limited
12:30 to 5:00	Lunch & Hands-On Fire Training	Sponsored by CrisSys Limited
7:00pm to 11pm	Ladders Up Auction Reception with Entertainment on Behalf of the Canadian Fallen Firefighters Foundation Sponsored by M&L Supply, VFS, A.J. Stone Co Ltd, Canadian Safety Equipment, Bullard and Fire Fighting in Canada	FESTI
		Crowne Plaza

### Sunday, May 7, 2017

6:30 to 5:00	Registration	Foyer
7:00	Hot Breakfast	Ballroom B
8:00	Defending our Delivery Model Sponsored by CASH & UA Local 853 Sprinkler Fitters Union	Ballroom A
9:00	Pulse Nightclub Shooting Sponsored by CASH & UA Local 853 Sprinkler Fitters Union	Ballroom A
10:00 to 5:00	OAFCA Trade Show and Lunch	Halls 1&J
7:00 to 10:00	Memorial Service & Reception	Ballroom C

Visit our website at [www.oafca.on.ca/event/oafc-2017-attendees](http://www.oafca.on.ca/event/oafc-2017-attendees) for more information and to register



TOWN OF FORT FRANCESMINUTESSESSION NO. # 45February 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**

  
Executive Committee Chair

  
D. Brown, CAO



TOWN OF FORT FRANCES  
ADMINISTRATION AND FINANCE EXECUTIVE COMMITTEE

MINUTESSESSION NO. # 46March 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.

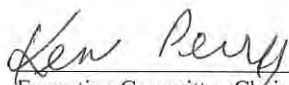
- 7.4 Forest Fire Management Agreement with Ministry of Natural Resources.  
-committee recommended the entering into of a new agreement between the Town of Fort Frances and the Ministry of Natural Resources for a 5 year term beginning April 1, 2017.

**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**

  
Executive Committee Chair

  
D. Brown, CAO

**SISTER KENNEDY BOARD OF MANAGEMENT  
REGULAR MEETING – February 14, 2017  
Session #002  
Sister Kennedy Centre Dining Hall/Program Space**

**IN ATTENDANCE** Irene Laing, Cindy Noble, Dalton Taylor, John Reader, Diane Maxey, June Caul, Ed Haglund  
**REGRETS** Doug Kitowski, Jason Kabel

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**CALL TO ORDER** The meeting was called to order at 10:30 by the Chair, Diane Maxey.

**CONFLICT OF INTEREST** There were no conflicts declared.

**ADOPTION OF THE AGENDA**

**894 June Caul/Ed Haglund** that the agenda be accepted as presented. **Carried**

**APPROVAL OF MINUTES of January 10, 2017**

**895 June Caul/Dalton Taylor** That the minutes of the January 10, 2017 meeting be accepted as circulated. **Carried**

**MANAGER'S REPORT**

Cindy Noble presented the Manager's Report.

**896 Ed Haglund/John Reader** That the Manager's Report be accepted as presented. **Carried**

**897 Ed Haglund/John Reader** That an alarm for the shop be purchased from Ken Rogoza at a cost of \$400.00 **Carried**

**BILLS AND ACCOUNTS**

**898 Dalton Taylor/Ed Haglund** That the January accounts in the amount of \$8433.35 be accepted and approved for payment. **Carried**

**CORRESPONDENCE**

Letter from Bev Angus requesting use of the facility for a Bridge Fundraiser for Rainycrest on May 7. She also requested that the rental fee be waived.  
A decision on the matter was deferred pending further information.

**PAST BUSINESS**

- **Outdoor signage** – Cindy displayed a miniature of a sign produced by Mark Pruys.

**899 Ed Haglund/June Caul** That the sign as presented but with a white outline offsetting the blue lettering be purchased from Mark Pruys. **Carried**

**900 June Caul/Irene Laing** That we apply for the Ontario Senior Secretariat grant for a Seniors Fair for \$3000.00. **Carried**



- **Community Calendar** Diane advised that she has set up a calendar at the Centre, indicated that she is willing to keep a calendar at the arena and will be meeting with the Fort Frances Times regarding the calendar. It was suggested that one be kept at the library.
- **Living Life to the Full** Irene reported that she had met with personnel at the Older Adults Program and is waiting for word from them.

#### **NEW BUSINESS**

- **No new business**

#### **PUBLIC PARTICIPATION**

- No public participation

#### **CLOSE**

**901 Dalton Taylor** That the meeting be adjourned at 11:29

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Diane Maxey, Chair

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Irene Laing, Secretary

**Next meeting March 14 at 10:30 a.m. at Sister Kennedy Centre.**

TOWN OF FORT FRANCESMINUTESSESSION NO. # 042March 6, 2017

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 March 6, 2017 from 10:30 a.m. to 10:57 a.m.

PRESENT: Wendy Brunetta - Chairman, John Albanese - Councillor, Doug Brown - CAO, Jason Kabel - Manager of Community Services

REGRETS: Doug Kitowski - Councillor

**1 CALL TO ORDER (Session # 042)**

W. Brunetta called the meeting to order at 10:34 am.

**2 APPROVAL OF AGENDA (Call for non-agenda items)**

**3 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF**

**4 APPROVAL OF PREVIOUS COMMITTEE MINUTES**

Community Services Executive Committee - February 6, 2017

4.1 Community Services Executive Committee - February 6, 2017 - **approved as circulated.**

**5 ITEMS REFERRED FROM COUNCIL**

NIL

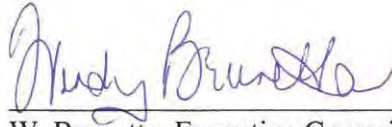
**6 NEW BUSINESS**

6.1 Public Transit Infrastructure Fund (PTIF) Phase One Application Agreement - it was recommended to authorize the form submission to MTO, agreement execution, and forthcoming by-law for the purchase of a 2nd Handivan bus as per the 2017 Capital Budget.

**7 NON-AGENDA ITEMS**

**8 INFORMATION**

8.1 Next meeting - March 20, 2017

A handwritten signature in blue ink, appearing to read "W. Brunetta", written over a horizontal line.

W. Brunetta, Executive Committee Chair

A handwritten signature in blue ink, appearing to read "J. Kabel", written over a horizontal line.

J. Kabel, Manager of Community Services

TOWN OF FORT FRANCESMINUTESSESSION NO. #003March 8, 2017

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on March 8, 2017 from 8:30 a.m. to 9:57 a.m.

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

ALSO PRESENT: Eldon Mose (8:30 a.m. to 8:45 a.m.), Eric Fagherdahl (8:30 a.m. to 9:10 a.m.), Tyson Dennis (8:45 a.m. to 9:10 a.m.) Conrad Dueck, (9:04 a.m. to 9:38 a.m.), and Wendy Derendorf (8:30 a.m. to 9:20 a.m.).

**1. Call to Order**

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

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

None

**3. Approval of Previous Committee Minutes**

- 3.1 Minutes from the previous meeting of this committee on February 8, 2017 - the minutes were approved as circulated.

**4. Non-agenda Items**

None

**5. In-Camera**

- 5.1 A proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically 5.1 - Land Rental Inquiry - proceed as directed.

Perry:Caul THAT the Operations and Facilities Executive Committee now meet in-camera in order to address a matter to: a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically - 5.1 Land Rental Inquiry

CARRIED

**6. Items Referred from Council**

- 6.1 Asselin Transportation and Storage Limited - re: Residential Refuse and Recycling Collection from Eldon Mose - request for alterations to Garbage and Recycling Collection - Mr. Mose had added changes to his original request and will provide a letter outlining the changes for Council's consideration. Recommendation approved as presented.
- 6.2 Request dated January 18, 2017 from Church of the Holy Spirit - Groundwater Well at 1408 Eighth Street East - the opportunity to provide water main extension and looping is to be investigated as well as other service options as an interim solution until water is available.
- 6.3 Request for Additional Sidewalk on McIrvine Road from Kings Highway to High School Entrance - the recommendation was accepted as presented.

**7. New Business**

- 7.1 January 2017 Drinking Water Systems Monthly Summary Report - the January 2017 Drinking Water Systems Monthly Report was reviewed and will be forwarded to Council for approval.
- 7.2 Marketing License Agreement with Service Line Warranties of Canada to Provide Sewer and Water Service Warranty within the Town of Fort Frances - recommendation approved to enter into a licence agreement.
- 7.3 Standard Operating Procedure for Water Treatment Plant Emergency Standby Generator - the policy was recommended to be brought forward to Council for approval.

**8. Outstanding Items**

- 8.1 Request from Ms. Wendy Derendorf to Make a Contribution to the LaVerendrye Parkway - Operations and Facilities Manager is to meet with Ms. Derendorf to determine a location for a bench and keep her informed of other opportunities in the Rainy Lake Square.

**9. Information**

- 9.1 Operations and Facilities Division - Environmental Area - Operations Statistics - January 2017 - will be forwarded to Council as information only. No action required.
- 9.2 Fort Frances Wastewater Treatment Facility January 2017 Monthly Report - will be forwarded to Council as information only. No action required.
- 9.3 2017 Tonnage at the Landfill Site - updated March 3, 2017 - will be forwarded to Council as information only. No action required.
- 9.4 Aircraft Landings 2017 - as of March 1, 2017 - will be forwarded to Council as information only. No action required.

**10. Adjourn / Next Meeting Date**

Meeting adjourned at 9:57 a.m.

  
Executive Committee Chair

  
T. Rob, Manager of Operations & Facilities



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



### 1.Call to Order , Call for Conflict of Interest, Call for Agenda Additions

Pat Gartshore opened the meeting. The meeting was called to order at 8:00 am. The Agenda and minutes were circulated to the members for review. Members were asked for any agenda additions or conflicts of interest, none were noted.

### 2. Approval of Minutes

#### B.I.A Board of Management Meeting – 1 March 2017

Copies of the minutes from the 11 January 2017 Board of Management Meeting circulated for review and approval. The following motion was made:

**Motion #1 Doug Cuthbertson/Jennifer Horton**  
TO accept the minutes presented of 11 January 2017  
Also to ratify all motions made on that date.  
**No against or abstentions**  
**CARRIED**

### 3. Accounts Payable & Financial Report

**Motion #3 : There were no bills at the present time.**

#### **4. BUSINESS ARISING FROM THE MINUTES**

##### **Finance and Administration Committee**

1. No financial report at this time

##### **Promotions Committee**

1. Al from the Car Show dropped off posters and sponsorship levels. Jen & Ed to look after this promotion.
2. It was requested that we get copies of radio ads before they go to air. It is felt that some merchants are getting recognized more than others with some not being mentioned at all. It was also requested that we revamp our advertising promotions in general.
3. It was suggested that the snowflakes be left up and convert them into temporary Maple Leafs in order to celebrate our 150<sup>th</sup>. Anniversary. Decision must be made quickly before town takes them down for the summer. Our theme for mall day should be the 150<sup>th</sup>. Anniversary. Shelley to send letter to town requesting street closure for 29 June with 30 June being backup date if raining.

##### **Maintenance Committee**

1. Baskets – We are in between seasons on the baskets at the present time. Jen will talk to Twila re spring baskets in the coming weeks.

##### **OLD BUSINESS**

1. Map – on hold
2. HOPC – nothing new
3. Calendar of Events – No Report
4. Back of Signs – no report
5. Market Square – The tug boat will NOT be placed in the square.
6. Sidewalk Cafes – nothing new

##### **NEW BUSINESS**

1. Easter – don't know what's happening. If we want to get involved, Ange Korzinski is the person to call at Rusty Myers Airbase.
2. It is the BIA's 40<sup>th</sup>. Anniversary coming up in 2018. We need to start preparing for it now as it will come very quickly.

## **5. Closing & Setting of Next Board Meeting**

**Motion # 4: Doug Cuthbertson**

To close the meeting

No against or abstentions

All in agreement – CARRIED

The next meeting date will be THE AGM, 8 March, 2017 @ 8:00 a.m. at the BIA office.

**PLEASE NOTE THAT ALL MEETINGS WILL NOW BE HELD ON THE SECOND WEDNESDAY OF EACH MONTH AT 8:00 A.M. AT THE BOARD ROOM UNLESS OTHERWISE NOTIFIED.**

Meeting closed at 8:45 am.