

# TOWN OF FORT FRANCES

## Planning & Development Executive Committee

### AGENDA - May 1, 2017 at 8:00 AM

#### MEETING - Civic Centre - Committee Room

	Page
1. <b><u>Call to Order</u></b> Session #27	
2. <b><u>Disclosure of pecuniary interest and the general nature thereof</u></b>	
3. <b><u>Approval of Previous Committee Minutes</u></b>	
3.1 Approval of April 3, 2017 meeting minutes.	2 - 3
4. <b><u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u></b>	
5. <b><u>In-Camera</u></b>	
6. <b><u>Items Referred from Council</u></b>	
6.1 Municipality of East Ferris - Resolution 2017-78 - Changes to Building Code.	4
6.2 Township of Madawaska Valley - Resolution - Proposed Changes to Building Code.	5 - 6
7. <b><u>New Business</u></b>	
7.1 By-Law Amendment for Lot 21 - Title Registration.	7 - 8
8. <b><u>Outstanding Items</u></b>	
9. <b><u>Information</u></b>	
9.1 By-Law Enforcement 1st Quarter Activities Report.	9 - 13
10. <b><u>Non-agenda Items</u></b>	
11. <b><u>Adjourn / Next Meeting Date</u></b> Monday May 15, 2017.	

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #26

April 3, 2017

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on April 3, 2017 from 8:00 a.m. to 8:25 a.m.

PRESENT: Councillor D. Kitowski, Chair, Councillors J. Caul and J. Albanese

ALSO PRESENT: D. Brown, CAO, T. Dennis CBO / Planner, E. Slomke, Clerk / Acting Secretary

**1. Call to Order at 0800 AM**

Session #26

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

None.

**3. Approval of Previous Committee Minutes**

- 3.1 Approval of March 6, 2017 meeting minutes.  
- Approved as presented.

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

None.

**5. In-Camera**

None.

**6. Items Referred from Council**

- 6.1 Boundary Waters Dragon Boat Festival Support Request Letter.  
- The request from the Boundary Waters Dragon Boat Festival was considered. There were no areas of concern from PDEC. Standard practice relating to tent permits (Item #3) and road closure (Items #4 & #8) will be undertaken by staff accordingly. Further, the By-law Enforcement department will provide comment to organizers related to parking and removal of banners after the event is over.

**7. New Business**

- 7.1 RRDSSAB Deeming Report for 1300 Fifth St. E. and 1301 Elizabeth St. E  
- The report was presented by the CBO / Planner and further discussion took place. The Planning & Development Executive Committee is recommending to approve the report as presented.
- 7.2 RRDSSAB Site Plan Report  
- The report was presented by the CBO / Planner and further discussion took place. The Planning & Development Executive Committee is recommending to approve the report as presented.

**8. Outstanding Items**

None.

**9. Information**

None.

**10. Non-agenda Items**

None.

- 11. Adjourn / Next Meeting Date at 0825 AM**  
Monday April 17, 2017.

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Executive Committee Chair

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Secretary, Planning & Development Executive  
Committee

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## REGULAR COUNCIL MEETING

HELD

March 28<sup>th</sup>, 2017

No. 2017-78

Moved by Councillor Voyer

Seconded by Councillor Kelly

WHEREAS the Ministry of Municipal Affairs and Housing has proposed a change to the Building Code, B-08-09-03, requesting 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 and acknowledge the administrative costs that will be added 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 By-laws to regulate septic systems especially near waterways;

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

AND WHEREAS the Province and Municipalities can better ensure that septic systems are maintained through a low cost educational program;

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

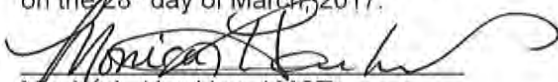
AND WHEREAS Premier Wynne stated on Monday, January 30<sup>th</sup>, 2017 at the ROMA Conference that the Province recognizes that "one size fits all" solutions do not always work in rural Ontario;

THEREFORE BE IT RESOLVED that the Council for the Municipality of East Ferris does hereby request that the Honourable Bill Mauro, Minister of Municipal Affairs not move forward with proposed Building Code Change B-08-09-03;

AND FURTHER that a copy of this resolution be sent to Honourable Kathleen Wynne, Premier of Ontario, 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, AMO, ROMA and FONOM and all Ontario Municipalities.

Carried Mayor Vrebosch

CERTIFIED to be a true copy of  
Resolution No. 2017-78 passed by the  
Council of the Municipality of East Ferris  
on the 28<sup>th</sup> day of March, 2017.

  
Monica L. Hawkins, AMCT  
Clerk



**THE CORPORATION OF THE TOWNSHIP  
OF MADAWASKA VALLEY**

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**Moved by: Mayor Love**  
**Seconded by: Councillor Maïka**  
**BE IT RESOLVED**

**2017-44-0304**  
**03 April 2017**

WHEREAS the Ministry of Municipal Affairs has proposed change number B-08-09-03 to the 2012 Building Code O. Reg. 332/12 as amended;

AND WHEREAS the proposed change requires septic tanks and other treatment units to be pumped out at least every five years, and records to be kept by the operator of the sewage system for submission to the chief building official upon request;

AND WHEREAS the proposed change identifies enforcement implications on principal authorities such as chief building officials due to the need for managing this program across their area of jurisdiction;

AND WHEREAS the cost/benefit implications of the proposed change fail to identify and include Municipal costs resulting from the enforcement implications for chief building officials;

AND WHEREAS the proposed change also fails to identify new provincial funding to offset these additional Municipal costs;

AND WHEREAS homeowners with septic systems are already responsible for the negative impacts of poor septic system maintenance;

AND WHEREAS the justification/explanation for the proposed change provides no evidence that mandatory pump outs every five years will enhance the maintenance of conventional systems;

AND WHEREAS the *Building Code Act* could bestow sufficient authority to the council of a Municipality to pass by-laws establishing and governing septic system maintenance inspection programs on an as needed - where needed basis to address local concerns;

THEREFORE BE IT RESOLVED THAT the Council of the Township of Madawaska Valley requests that the Ministry of Municipal Affairs defer implementation of proposed change number B-08-09-03 to the 2012 Building Code O. Reg. 332/12 as amended until such time as Municipal consultations are undertaken to determine the true cost/benefit implications for municipalities and sufficient evidence is provided to justify the need for a province-wide mandatory septic system maintenance program.

AND FURTHER THAT this resolution be sent to the Honourable Kathleen Wynne, Premier of Ontario, 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, Mr. John Yakabuski, MPP for Renfrew Nipissing Pembroke, the Rural Ontario Municipal Association (ROMA), the Federation of Northern Ontario Municipalities (FONOM) and all rural and northern Ontario municipalities for support.

X CARRIED.

A handwritten signature in dark ink, appearing to read "Gwen Dombroski", written over a horizontal line.

Gwen Dombroski, Acting Clerk



April 27, 2017

Report To: Planning and Development Executive Committee

From: Tyson Dennis Chief Building Official and Planning Department

**Subject: House-keeping By-Law Amendment for Lot 21 Title Registration**

As the Planning and Development Committee will recall, the property located at Minnie Ave North as Lot 21 River Range previously had a Holding Provision removed from the its zoning designation. Council passed a By-Law Amendment to remove the Holding Provision. Once the By-Law passed, it was sent the Town's Solicitor to be register on title so all conditions would have to be met prior to any future development.

Upon review of the By-Law Amendment by the Town's Solicitor, it was suggested to define the requirements of the conditions for the removal of the Holding Provision be more detailed to avoid any confusion in the future.

The previous By-Law Amendment for the removal of the Holding Provision located at Minnie Ave North as Lot 21 River Range is complete and passed by Council. By accepting this defined By-Law Amendment for the Holding Provision Removal for future development at the property, will cover any future problems with development requirements on the Town's behalf for conditions and permits.

I have spoken to the Town solicitor and agree with the changes he has made to the By-Law Amendment and support the remittance of the changes to this By-Law Amendment. Please proof read and direct me to forward this to the next Council meeting.

Regards,

Originally Signed

Tyson Dennis



**THE CORPORATION OF THE TOWN OF FORT FRANCES**  
**(the "Municipality")**

**BY-LAW \_\_\_\_\_**

(Being a By-law to amend By-Law No. 03/14 as amended)

**WHEREAS** Council ("Council") of the Municipality has been requested to amend By-Law 03/14, as amended, by removing the "H" symbol (the "Holding Symbol") used in conjunction with the "R1" zone symbol on or with regard to the lands and premises (the "Property") legally described as Pt Lt 21 River Range McIrvine Parts 1, 2, 3, 4, 5 & 6, 48R4004; Fort Frances (PIN 56016-0743).

**NOW THEREFORE** the Council of the Municipality **HEREBY ENACTS** as follows:

1. Subject to and provided that:
  - (a) prior to any development in, on, or with respect to, the Property the registered owner(s) of the Property (the "Owners") shall have entered into a site plan control agreement with the Municipality in form and substance satisfactory to the Municipality; and
  - (b) prior to any development in, on, or with respect to, the Property, the Owners shall have executed an agreement in form and substance satisfactory to the Municipality as to or in respect of existing and future water and septic services (collectively, the "Services") in, on, and to the Property including, without limitation, provisions confirming responsibility and liability of the Owner(s) for and in respect of the Services whether past, current, or future; and
  - (c) no person shall use or cause to permit the Property to be used, and no person shall erect or use, or cause or permit to be erected or used any building or structure thereon, except in accordance with the provisions paragraphs 1 (a) and 1 (b) of this By-Law

the zoning of the Property shall be and is hereby deemed amended to remove the Holding Symbol.

2. This By-Law shall be registered against title to the Property.
3. The Mayor and the Clerk of the Municipality shall and are hereby authorized and directed to sign any and all documents and take all action necessary or desirable to carry out the intent of this By-law.

ENACTED and passed this       day of       , 2017.

per: \_\_\_\_\_  
R. Avis, Mayor

per: \_\_\_\_\_  
E. Slomke, Clerk



Date: March 31, 2017

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

Re: Update on Activities in 1<sup>st</sup> Quarter for By-Law Enforcement Department.

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Please see the below information for the months January, February and March activities for this department.

**January 2017**

Shelter Statistics

Impounded Dogs	0
Impounded Cats	1
After Hours Visits	2
Total Shelter Visits for Month	8

Parking Statistics

Park in Excess of 2 Hours	24
Parking Prohibited	3
Park Detached Trailers	1
Park Facing Wrong Direction	1
Calendar Parking	117
Park in Excess of 1 Hour	1
 Tickets for Month	 146
Police Issued	35
Final Total	181

Rest of Month Statistics Attached to Report.

Other Activities for Month

- OPP Stolen Bikes.
- Business License Transfer License Application.
- Smoking Enforcement at Arena.
- JHSC Meeting & Monthly Inspection.
- Business License Applications for New Business.

- PDEC Secretary Duties.
- P&D Staff Meeting.
- Cat Issue Osbourne Street
- Calendar Parking Enforcement.
- Annual Taxi Licensing & Inspections.
- Notice of Impending Conviction Letters
- Conviction of Outstanding Parking Tickets.
- Fine Box Collection.
- Parking Meter Collection
- Business License Questions Business Owners.
- Lost Cat call from a Resident.
- Loading Zone Rental Report sent for Invoicing.
- Moving Permits Issued.
- Lost Dog call from a Resident.
- Cat Complaint, Crowe Avenue.
- Nugget Pawn Daily Activities.
- JHSC Policy Review at Staff Meetings.
- Garbage Complaint, Scott Street.
- Sign Permits questions Resident.
- Fence Construction Info provided to Resident.
- Downtown Parking Enforcement.
- Kiss N Ride Parking Enforcement.
- Snow Piling Complaints.
- Scott Street Sidewalk Inspections (Snow & Ice).
- Shelter Activities.
- Portage Avenue Parking Lot Permits Issued.
- Parking Meter Repairs.

## **February 2017**

### **Shelter Statistics**

Impounded Dogs	1
Impounded Cats	2
After Hours Visits	0
Total Shelter Visits for Month	9

### **Parking Statistics**

Park in Excess of 2 Hours	27
Park Facing Wrong Direction	2
Calendar Parking	52

Tickets for Month	83
Police Issued	0
Final Total	83

Rest of Month Statistics Attached to Report.

#### Other Activities for Month

- Parking Invoice Questions from RRDSSAB.
- OPP Monthly Parking Stats Report.
- Moving Permits Issued.
- Smoking Enforcement at Arena.
- Business License Complaints.
- New Business License Applications.
- Emergency Management Activities.
- Nugget Pawn daily Activities.
- Downtown Parking Enforcement.
- Parking Ticket Inquiries from Residents.
- JHSC Monthly Inspections.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- Kiss N Ride Parking Enforcement.
- PDEC Secretary Duties.
- Parking Complaints from Downtown Businesses.
- Stolen Bike's with OPP.
- Property Standards Complaint – Scott Street.
- Dog Barking Complaints.
- Garbage Complaint – Second St. E.
- Found Dog – East End.
- Garbage Burning Complaint – Victoria Ave.
- Portage Avenue Parking Lot Machine Repair.
- Annual Taxi Licensing & Inspections.
- Shelter Activities.
- Scott Street Sidewalk Inspections (Snow & Ice).
- Snow Piling Concerns.
- Fine Box Collection.
- Parking Meter Repairs.

## **March 2017**

### **Shelter Statistics**

Impounded Dogs	1
Impounded Cats	2
After Hours Visits	5
Total Shelter Visits for Month	31

### **Parking Statistics**

2 Hour Parking Ticket	29
Parking Prohibited Tickets	9
Park Facing Wrong Direction	2
Calendar Parking Tickets	54
Park in Fire Hydrant Lane	1

Tickets for Month	95
Police Issued	14
Final Total	109

Rest of Month Statistics Attached to Report.

### **Other Activities for Month**

- Nugget Pawn Daily Inspections.
- PDEC Secretary Duties.
- Smoking Enforcement at Arena.
- Downtown Parking Enforcement.
- Bike pick-up for OPP.
- Sign Permits Issued
- Moving Permits Issued.
- Kiss N Ride & School Zone Parking Enforcement.
- Portage Avenue Parking Lot Enforcement.
- JHSC Monthly Inspections.
- Emergency Management Plan Updating.
- 2017 Business License Renewal Process.
- New Business License Application.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- Dog Complaints – Crowe Ave.
- Dog Complaints – Church St.
- Dog Complaints – 1<sup>st</sup> St. E.
- Garbage Complaint – Scott St.
- 2017 Budget Preparation.

- Business License Complaints – Businesses No Licenses.
- Fundraising/Business Licensing Info Request – Muskie Boys Hockey.
- Multiple Taxi Driver License Application – New Drivers
- Asselin Transportation Garbage Collection Issues.
- Recycle Program Questions.
- Portage Avenue Parking Lot – Parking Rental Requests.
- Parking Ticket Complaints.
- Cat Complaints - Osbourne Street.
- Issue with Illegally Parked Trailer at Point Park.
- School Bus Loading Zone Complaints – Iron Range Bus.
- Dog received from OPP – Dog was taken from a residence.
- Fire Lane Enforcement at Walmart.
- Handicap Parking Complaint at Arena.

Respectfully submitted,

Original Signed By

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