

# TOWN OF FORT FRANCES

## Planning & Development Executive Committee

### AGENDA - February 20, 2018 at 8:00 AM

#### MEETING - Civic Centre - Committee Room

	Page
1. <b><u>Call to Order</u></b> Session #39	
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 February 5th, 2018 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 Request Letter from Boundary Waters Dragon Boat Club.	4 - 5
7. <b><u>New Business</u></b> 7.1 Referral from Economic Development Advisory Committee - Urban Trees Deputation. (Please refer to attached information, as provided from EDAC).	6 - 7
8. <b><u>Outstanding Items</u></b>	
9. <b><u>Information</u></b>	
10. <b><u>Non-agenda Items</u></b>	
11. <b><u>Adjourn / Next Meeting Date</u></b> Monday March 5th, 2018.	

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #38

February 5, 2018

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on February 5, 2018 from 8:00 a.m. to 10:10 a.m.

PRESENT: D. Kitowski, Chair, J. Caul, Councillor, J. Albanese, Councillor, R. Avis, Mayor

ALSO PRESENT: D. Brown, CAO, T. Dennis, CBP/Planner, T. Moffitt, Fire Chief/CEMC, P. Briere, Secretary.

**1. Call to Order**  
Session #38

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

**3. Approval of Previous Committee Minutes**

- 3.1 Approval of January 2, 2018 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 Deputation S. Hoard re: Wood Burning Smoke Health Hazards.  
- An overview of the information was provided to the Committee. After a lengthy discussion, the Planning & Development Executive Committee is recommending that Council receive the reports as presented and that no further actions be taken on this matter.
- 6.2 Taxi Tariff Request Letter.  
- A discussion was had on this item and the Planning & Development Executive Committee is recommending to approve the report as presented.
- 6.3 North-Air Services (Dial-A-Ride) Rate Increase Request Letter.  
- A discussion was had on this item and the Planning & Development Executive is recommending that the Community Services Executive Committee increase the Dial-A-Ride Adult & Child User Fees by \$0.25.

**7. New Business**  
None.

**8. Outstanding Items**

- 8.1 Traffic Control By-Law (Loading Zones & Private Parking Stalls).  
- After a lengthy discussion the Planning & Development Executive Committee is recommending to set the rates for loading zones, private rental stalls and the portage avenue parking lot as follows:

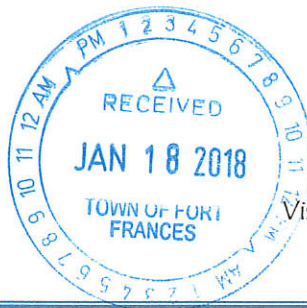
Rates as of July 1, 2018  
Loading Zone Annual Fee - \$540.00  
Private Parking Stall Annual Fee - \$540.00  
Portage Avenue Parking Lot Annual Fee - \$540.00  
Church Loading Zone Annual Fee - \$70.75  
Portage Avenue Parking Lot Daily - \$4.00/day

Rates as of January 1, 2019  
Loading Zone Annual Fee - \$600.00  
Private Parking Stall Annual Fee - \$600.00  
Portage Avenue Parking Lot Annual Fee - \$600.00  
Church Loading Zone Annual Fee - \$70.75  
Portage Avenue Parking Lot Daily - \$4.00/day  
These rates will not have inflation increase(s) added to them in 2019.

- 9.     **Information**  
      None.
  
- 10.    **Non-agenda Items**  
      None.
  
- 11.    **Adjourn / Next Meeting Date - 1015am**  
      Tuesday February 20th, 2018.

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Executive Committee Chair

\_\_\_\_\_  
Secretary, Planning & Development Executive  
Committee



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January 17, 2018

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

**RE: 7<sup>th</sup> ANNUAL INTERNATIONAL BOUNDARY WATERS DRAGON BOAT FESTIVAL (INCLUDING THE INTERNATIONAL TUG OF WAR) & CONTINUED MARINA USE**

Dear Mayor and Council:

We respectfully request the on-going support from the Town of Fort Frances for the use of the marina for club purposes that enable us to provide free paddles to locals and tourists every Tuesday evening throughout the summer; to provide free paddling activities and water safety to classes from the High School and all children 12 to 17 years old; and to provide nationally certified coaching and water safety instruction to our local dragon boat teams and enthusiasts. We will continue to carry insurance through BFL Canada and name the Town of Fort Frances on the insurance and providing the annual certificate of insurance for all activities including our annual event to the Town, as we have to date; remaining excellent stewards of the marina and the marina grounds.

We would also respectfully request the following support from the Town of Fort Frances for the 7<sup>th</sup> Annual International Boundary Waters Dragon Boat Festival to be held on Saturday, June 30th, 2018:

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 and working with Public Works to 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;

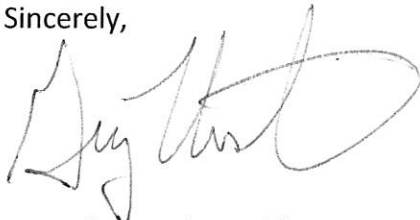
4. Allow for the road closure along the marina from the Hallet location to the Sorting Gap Marina building from 7:30 am to 5:00 pm on June 30<sup>th</sup>, 2018 and we will ensure that an emergency access lane is available;
5. Supply the International Boundary Waters Dragon Boat Festival with the necessary documents and signage to facilitate closing the road to accommodate the needed team and public participation areas from the Sorting Gap Marina Building to the Hallet location;
6. 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;
7. Allow access for electrical power; and
8. Ensure extra garbage cans at the site, and a garbage pick-up the following Monday.

In 2018 we have also partnered with the Backus Community Center in International Falls to work collaboratively in order to feature the return of the International Tug of War at our festival following the scheduled Flower Ceremony and prior to the championship heats. In order for our IBWDB Foundation to host this event on the Canadian side of the river, we also have the additional requests of:

9. The use of the Tug of War rope used in prior years with the assistance of Public Works to deliver and pick up the rope from the Sorting Gap marina.
10. The donation to our organizers of any remaining shirts and/or gloves remaining from previous years' Tug of War;
11. Allow additional through traffic road closure from Minnie Avenue to the Sorting Gap Marina building from 12:00 pm to approximately 4:00 pm to allow for the Tug of War to take place in its usual location, which would include stretching the rope across the road and onto the green space between the Minnie Avenue corner and the closed Resolute scale and wood yard area.

Thank you for your consideration, and we look forward to discussing our requests in greater detail, with the opportunity to answer any questions from council, at a date chosen at your convenience. Please let us know when we are able to attend.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Thorstad', with a large, stylized loop at the end.

**Greg Thorstad, President**

**Boundary Waters Dragon Boat Foundation**

February 21, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities and Patrick Briere, By-Law Enforcement Officer

**RE: Referral from Economic Development Advisory Committee – Urban Trees**

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At the November 6, 2017 meeting of the Economic Development Advisory Committee a matter regarding urban trees was referred to Operations and Facilities Executive Committee with input from the Planning & Development Executive Committee.

Over the last number of years, the issue of trees placed within the Town boulevards has been dealt with through the Operations and Facilities Division as required to maintain the infrastructure within the boulevard as well as to maintain public health and safety. Through 2017 the topic of boulevard trees came to the forefront as the Town undertook works to reconstruct the sidewalks along the 200 block of Scott Street as well as the full road reconstruction along Second Street between Portage Avenue and Mowat Avenue.

The issues with the trees in both of these instances were that the roots were causing heavy damage to the Town's infrastructure. The primary reason for replacing the sidewalk on the 200 block of Scott Street was due to the tree roots heaving the sidewalk. There were property owners with damage being caused to their building foundations as well as roots propagating into building sewers causing blockages. On Second Street, the trees had in places grown so large that the bases were encroaching on the services and excavation could not be completed without the removal of the tree, in addition and much the same as Scott Street, the tree growth was causing damage to the sidewalk and curb as well a sewer services. When trees get to be the size that was seen on Second Street, it would be stressful to the tree to excavate to the depth required for a road reconstruction in such proximity and due to the need to align the road with both intersections the new infrastructure would have to be installed again, directly adjacent to the tree, resulting in failure within a remarkably short duration.

The Town of Fort Frances roadways are typically 10m wide within a right of way that is 20m wide. This means that, provided the roadway is centred within the right of way, the boulevard area is 5m wide on each side. Typically, the Town endeavours to install sidewalks on all roadways and in many areas sidewalks are on both sides of the street. Sidewalks are 1.5m in width leaving 3.5m of useable space remaining for the installation of utility infrastructure such as natural gas, power, street lighting, communications and in some instances storm sewer. In the winter time we rely on this space in the boulevard to push snow off of the roadway and place snow from sidewalks and lanes.

The information provided from EDAC included the guide put out by the City of Toronto for the installation of trees within boulevards. The first thing that is very apparent and a key difference in this guide compared to the Town of Fort Frances is that they only dedicate a 0.46m buffer zone between the roadway and the start of the planting zone for snow. Given the snow accumulations that are received in Fort Frances and taking into consideration the potential impacts road salt has on tree health, a 1m buffer would be a minimum to ensure sufficient snow storage and buffer to promote tree health. When looking at the recommended minimum boulevard width, and a larger buffer space for Fort Frances, the boulevards in the Town of Fort Frances are simply not large enough.

There are new technology manners that can be utilized for the installation of trees within boulevards where an engineered and premanufactured structure is placed prior to the planting of the tree, or an engineered selection of specialized soils are used to control and limit the growth of roots to help protect infrastructure these methods drive the cost of tree installation up substantially and make planting a new tree along an existing roadway difficult if not impossible. This makes a large-scale replacement project cost prohibitive based on our municipal budget.

The benefits of trees are well researched and well documented, however a walk down the Town's sidewalks will show that the damages that can be caused by Trees is extensive as well. Because of the ongoing damages seen in the Town's infrastructure, the installation of Trees within the Town of Fort Frances has been focused within parks and greenspaces away from underground and overhead infrastructure, not in boulevards.

Respectfully Submitted

Original Signed By Both

Travis Rob, P.Eng  
Manager of Operations and Facilities

Patrick Briere  
By-Law Enforcement Officer

**Council approval of this report will ensure that the documents provided by Mr. Cumming are received by Council and that no further action be taken.**