

# TOWN OF FORT FRANCES

## AGENDA - April 8, 2019

### MEETING - Council Chambers , Civic Centre

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**1. COUNCIL MEETING**

(Session No. 013) 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:**

2.1 Fort Frances Fishing Bridge - Mr. Tim Woods

4 - 6

2.2 Public Meeting re: 357/358 Applications for Tax Adjustment re: 608 Scott Street (2018).

7 - 9

- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 608 Scott Street resulting from the change in classification of the property.

2.3 Public Meeting re: 357/358 Applications for Tax Adjustment re: 1022 Colonization Road West (2018)

10 - 12

- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 1022 Colonization Road West resulting from the residence being damaged by fire.

2.4 Public Meeting re: 357/358 Applications for Tax Adjustment re: 737 Scott Street (2018)

13 - 15

- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 737 Scott Street resulting from the change in classification of the property.

**3. Consent Agenda:**

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3.1 Items Referred from Committee of the Whole	
3.2 Letter received April 1, 2019 from D. Cuthbertson, Northwoods Gallery & Gifts re: Scott Street Concerns - will be referred to the Planning & Development Executive Committee with additional input provided by the Police Services Board.	16 - 19
3.3 Letter dated March 28, 2019 from W. Friesen, The Sleepy Owl re: Sign Install Consideration - will be referred to the Planning & Development Executive Committee for recommendation.	20
3.4 Email received March 25, 2019 from K. Rousseau, Relay for Life re: use of East End Hall for Garage Sale - will be referred to the Community Services Executive Committee for recommendation.	21 - 22
3.5 Letter dated March 22, 2019 from B. Gustafson, Staff Advisory, Fort Frances High School Chem Free Grad Committee re: Donation Request - will be referred to the Administration & Finance Executive Committee for recommendation with additional input from Community Services Executive Committee.	23
3.6 Letter dated March 22, 2019 from Fort Frances Canadian Bass Championship re: event support - will be referred to the Administration & Finance Executive Committee for recommendation with input from all other Executive Committees.	24 - 26
3.7 Email received from Ducks Unlimited re: Sponsorship Opportunity - will be referred to the Administration & Finance Executive Committee for recommendation.	27 - 28
3.8 Letter dated March 27, 2019 from C. Cousineau, Canadian Mental Health Association re: Proclamation Request - will be advised of Council's proclamation and flag raising will be arranged with the Mayor's office.	29
<b>4. <u>Approval of Council Minutes: *</u></b>	
4.1 Session Nos. 011 and 012, dated March 25, 2019 and April 1, 2019	
<b>5. <u>Approval of Committee of the Whole Minutes: *</u></b>	
5.1 Session Nos. 012 and 013 dated March 25, 2019 and April 1, 2019	

<b>6.</b>	<b><u>Resolutions from tonight's Committee meeting</u></b>	
<b>7.</b>	<b><u>By-Laws:</u></b>	
7.1	By-law 10/19, being a by-law to establish tax ratios for Prescribed Property Classes.	30
7.2	By-law 03/14-N, being a by-law to amend Zoning By-law 03/14, as amended (316 Victoria Avenue).	
<b>8.</b>	<b><u>Information Correspondence:</u></b>	
8.1	Letter dated March 31, 2019 from D. Pearce, Stewardship Ontario re: Industry Funding for Blue Box Recycling	31
8.2	Letter dated March 21, 2019 from C. Sykes, Township of Lake of Bays re: Support Resolution	32 - 33
<b>9.</b>	<b><u>Minutes:</u></b>	
9.1	Economic Development Advisory Committee dated March 4, 2019.	34 - 35
9.2	Administration and Finance Executive Committee dated March 19, 2019.	36 - 39
9.3	Community Services Executive Committee - April 1, 2019	40 - 41
9.4	Operations & Facilities Executive Committee - March 20, 2019	42 - 43
<b>10.</b>	<b><u>Non-agenda Items</u></b>	
<b>11.</b>	<b><u>ADJOURNMENT</u></b>	
<b>12.</b>	<b><u>* Previously distributed to Council</u></b>	
<b>13.</b>	<b><u>** Items can be viewed by contacting the Clerk</u></b>	

## FORT FRANCES FISHING BRIDGE

### A PROPOSAL

That money be allocated for a fishing bridge to be installed between the Seven Oaks park 'mainland' and a small island that sits at about thirty yards offshore, and nearly due south (SSE) of it.

### BACKGROUNDER

- fishing is a cornerstone of Fort Frances tourism, and the river holds an abundance of good fishing.
- senior citizenry is a growing demographic
- many senior citizens do not feel safe getting into a boat, but would welcome an opportunity to stand (or sit) on a bridge and fish from it
- a bridge built seven feet wide would accommodate wheelchairs from which seniors could fish, yet still allow room for others to move past them, if required

### FURTHER INFORMATION

- FISHING bridges are a popular phenomenon in the US and in other parts of the world
- such a bridge should not cost more than a small fraction of the recently received 'special purposes' funding - or possible a Trillium Fund award - certainly less than \$100,000.
- in subsequent years, a wheelchair compatible path might be laid down for additional freedom of movement of wheelchair travellers
- while all eligible fisher people should be allowed to use the bridge, it is recommended that seniors/elders be permitted priority, as other options for their pleasure are limited
- it is suggested that only drift fishing be allowed, as casting from the bridge might present somewhat more risk/complication
- this fixture would represent yet a further tourist attraction to be discovered in our town and area
- it is also suggested that rules of usage be printed and posted in four languages: English, French, Spanish, and Ojibwa.

Thank you for considering this proposal. Sincerely, Tim Woods 274-7523











**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2019/36**

**TO:** Mayor Caul & Members of Council  
**FROM:** Dawn Galusha, Treasurer  
**DATE:** April 2, 2019  
**SUBJECT:** 357/358 Applications for Tax Adjustment  
 Re: 608 Scott Street (2018) Roll# 5912-030-002-00300-0000

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**BACKGROUND**

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2018 taxes for the period January 1 to December 31, 2018 for 608 Scott Street. The property has been revalued from Commercial with Residential to Residential for the conversion to a 3 residential unit building.

The Municipality may object to the applications for the above referenced properties filed under Section 39.1 of the *Assessment Act*. In accordance with Section 357 (5) of the *Municipal Act* on or before September 30 of the year following the year in respect of which the application was made, Council shall hold a meeting at which the applicants may make presentation to council.

Section 357 (5) (b) of the *Municipal Act* states that the Municipality must notify the applicant(s) of the meeting by mail sent 14 days before the meeting. Notice of Hearing to consider this Section 357/358 application for 2018 was mailed to the applicant on March 21, 2019 indicating notification that the public hearing is scheduled for Monday, April 8, 2019.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends that Council approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 608 Scott Street resulting from the change in classification of the property.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 608 Scott Street resulting from the change in classification of the property.

## Application made under Sec 357/358/359 of the Municipal Act, 2001

### MPAC's RESPONSE

Owner name(s)	NOONAN, PAUL JOSEPH COLE, CANDACE LYNN
Roll number	5912-030-002-00300-0000
Property location	608 SCOTT ST
Property description	PLAN ALB E33FT LOT 430 PCL 430-2
Municipality/Local taxing authority	FORT FRANCES TOWN
Application number	
Application reason	Classification Change
Received date	January 02, 2018
Claim relief period	From: January 01, 2018 - To: December 31, 2018
Taxation year	2018

#### Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR COM C T	35,040	39,600	36,180	37,320	38,460	39,600
OWNR RU R T	183,960	208,400	190,070	196,180	202,290	208,400
<b>Total</b>	<b>219,000</b>	<b>248,000</b>	<b>226,250</b>	<b>233,500</b>	<b>240,750</b>	<b>248,000</b>

#### Change to the Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR RU R T	214,502	243,000	221,627	228,751	235,876	243,000
<b>Total</b>	<b>214,502</b>	<b>243,000</b>	<b>221,627</b>	<b>228,751</b>	<b>235,876</b>	<b>243,000</b>

#### MPAC Remarks

Property has been revalued from Commercial with Res to Residential for the conversion to 3 res unit building and zoning update to residential

MPAC Representative:  
Date:

Mark Cawston  
February 02, 2018







**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2019/37**

**TO:** Mayor Caul & Members of Council  
**FROM:** Dawn Galusha, Treasurer  
**DATE:** April 2, 2019  
**SUBJECT:** 357/358 Applications for Tax Adjustment  
 Re: 1022 Colonization Rd. W. (2018) Roll# 5912-010-005-10200-0000

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**BACKGROUND**

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2018 taxes for 1022 Colonization Rd. W. resulting from a fire late in 2017 which left the residence uninhabitable for the period January 1, 2018 to October 5, 2018.

The Municipality may object to the applications for the above referenced properties filed under Section 39.1 of the *Assessment Act*. In accordance with Section 357 (5) of the *Municipal Act* on or before September 30 of the year following the year in respect of which the application was made, Council shall hold a meeting at which the applicants may make presentation to council.

Section 357 (5) (b) of the *Municipal Act* states that the Municipality must notify the applicant(s) of the meeting by mail sent 14 days before the meeting. Notice of Hearing to consider this Section 357/358 application for 2018 was mailed to the applicant on March 21, 2019 indicating notification that the public hearing is scheduled for Monday, April 8, 2019.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends that Council approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 1022 Colonization Rd. W. resulting from the residence being damaged by fire.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 1022 Colonization Rd. W. resulting from the residence being damaged by fire.

**Application made under Sec 357/358/359 of the Municipal Act, 2001****MPAC's RESPONSE**

Owner name(s) BALL, KENNETH GARY  
 Roll number 5912-010-005-10200-0000  
 Property location 1022 COLONIZATION RD W  
 Property description PLAN SM255 PART 11 PCL 16663  
 Municipality/Local taxing authority FORT FRANCES TOWN

Application number  
 Application reason Damaged by Fire  
 Received date January 08, 2019  
 Claim relief period From: January 01, 2018 - To: October 05, 2018  
 Taxation year 2018

**Current Property Assessment**

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR RU R T	78,000	80,000	78,500	79,000	79,500	80,000
<b>Total</b>	<b>78,000</b>	<b>80,000</b>	<b>78,500</b>	<b>79,000</b>	<b>79,500</b>	<b>80,000</b>

**Change to the Property Assessment**

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR RU R T	22,913	23,500	23,060	23,207	23,353	23,500
<b>Total</b>	<b>22,913</b>	<b>23,500</b>	<b>23,060</b>	<b>23,207</b>	<b>23,353</b>	<b>23,500</b>

**MPAC Remarks**

Value change represents change to vacant land value for 2018 roll as residence was not habitable due fire in late 2017.

MPAC Representative:

Mark Cawston

Date:

January 15, 2019



SECTION 357/358 APPLICATION  
TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Taxation Year: 2018

Municipality: TOWN OF FORT FRANCES Roll Number: 59-12-010-005-102-00  
Property Address: 1022 COLONIZATION RDW Applicant Name: KENNETH BALL  
Owner Name: KENNETH BALL Contact Number: 807-271-5926  
Mailing Address: 1022 COLONIZATION RDW Alternative Num: FORT FRANCES, ON P9A 214

Reason for Application: (Check one box only)

- ☐ Ceases to be liable for tax at rate it was taxed - 357(1)(a)
- ☐ Sickness or extreme poverty - 357(1)(d.1)
- ☐ Became exempt - 357(1)(c)
- ☐ Mobile unit removed - 357(1)(e)
- ☒ Razed by fire, demolition or otherwise - 357(1)(d)(i)
- ☐ Gross or manifest clerical/factual error - 357(1)(f)
- ☐ Damaged and substantially unusable - 357(1)(d)(ii)
- ☐ Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)

Details of Reason: RAZED BY FIRE DEC 2017

Effective from: 01/01/18 to 10/05/18 Applicant Signature: Ken Ball Date: 01/04/19  
(MM/DD/YY) (MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY				ASSESSOR				
Assessment Roll As Returned		Revised Since Roll Return <input type="checkbox"/>		Assessment Report School Bd: <input type="checkbox"/> Eng <input type="checkbox"/> Fr <input type="checkbox"/> Other				
Enter Revisions Below				<input type="checkbox"/> No Change In Assessment <input type="checkbox"/> S357 Required for Next Year				
RTC/RTQ	2005 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2005 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
Revised:				Reason for Change (Assessor Comments):				
Reason Original Assessment Revised:								

Assessor Name: Signature : Date: / /

TREASURER'S REPORT ON TAX LIABILITY

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy
RTEP	55,793	0.01822955	278D	-774.65	

Recommended : ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount -774.65

Comments:

Treasury Position: Treasurer Signature: Date: 03/28/19

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION: Hearing Date (MM/DD/YY): 04/08/19

- ☐ Approved
- ☐ Amended & Approved
- ☐ Not Approved
- ☐ Applicant Did Not Appear
- ☐ Application Abandoned

Reason:

Appeared for Applicant Appeared for Municipality

Signature of Council/ARB Member Name/Title





**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2019/35**

**To: Mayor Caul & Members of Council**

**FROM: Dawn Galusha, Treasurer**

**DATE: April 2, 2019**

**SUBJECT: 357/358 Applications for Tax Adjustment**  
**Re: 737 Scott Street (2018) Roll# 5912-030-001-11200-0000**

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**BACKGROUND**

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2018 taxes for the period August 3, 2018 to December 31, 2018 for 737 Scott Street. This is resulting from the purchase of the land by the RRDSSAB where under section 3(1)9 of the Assessment Act, DSSABs are considered to be “local boards” and are treated in the same manner with respect to property tax exemption as those owned by municipalities.

The Municipality may object to the applications for the above referenced properties filed under Section 39.1 of the *Assessment Act*. In accordance with Section 357 (5) of the *Municipal Act* on or before September 30 of the year following the year in respect of which the application was made, Council shall hold a meeting at which the applicants may make presentation to council.

Section 357 (5) (b) of the *Municipal Act* states that the Municipality must notify the applicant(s) of the meeting by mail sent 14 days before the meeting. Notice of Hearing to consider this Section 357/358 application for 2018 was mailed to the applicant on March 21, 2019 indicating notification that the public hearing is scheduled for Monday, April 8, 2019.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends that Council approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 737 Scott Street resulting from the change in classification of the property.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 737 Scott Street resulting from the change in classification of the property.

## Application made under Sec 357/358/359 of the Municipal Act, 2001

### MPAC's RESPONSE

Owner name(s)	RAINY RIVER DISTRICT SOCIAL SERVICES ADMINISTRATION BOARD
Roll number	5912-030-001-11200-0000
Property location	737 SCOTT ST
Property description	PALB E PT LOT 403 E PT LOT 404 PCL 12607 10385
Municipality/Local taxing authority	FORT FRANCES TOWN
Application number	
Application reason	Classification Change
Received date	February 25, 2019
Claim relief period	From: August 03, 2018 - To: December 31, 2018
Taxation year	2018

#### Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR VL R T	32,500	22,500	22,500	22,500	22,500	22,500
<b>Total</b>	<b>32,500</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>

#### Change to the Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR VL E -	22,413	22,500	22,435	22,457	22,478	22,500
<b>Total</b>	<b>22,413</b>	<b>22,500</b>	<b>22,435</b>	<b>22,457</b>	<b>22,478</b>	<b>22,500</b>

#### MPAC Remarks

DSSABs are considered to be "local boards" within the meaning of section 3 (1) 9 of the Assessment Act. Consequently, lands owned by DSSABs are treated in the same manner as those owned by municipalities with respect to property tax exemption.

MPAC Representative:  
Date:

Mark Cawston  
March 06, 2019

SECTION ☒ 357 / ☐ 358 / ☐ 359 APPLICATION  
TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Application/Appeal #:
Taxation Year: <u>2018</u>

Municipality: TOWN OF FORT FRANCES Roll Number: 59-12-030-001-118-00  
 Property Address: 737 SCOTT ST Applicant Name: RR DIST. SOCIAL SVCS ADMIN BD.  
 Owner Name: RR DISTRICT SOCIAL SVCS ADMIN BOARD Contact Number: (807) 874-6349  
 Mailing Address: 450 SCOTT ST Alternative Number: \_\_\_\_\_  
FORT FRANCES ON P94 11/2 Email Address: \_\_\_\_\_

Reason for s357 application: (Check one box - applicable to s357 only)

<input type="checkbox"/> Ceases to be liable for tax at rate it was taxed - 357(1)(a)	<input type="checkbox"/> Became vacant or excess land - 357(1)(b)
<input checked="" type="checkbox"/> Became exempt - 357(1)(c)	<input type="checkbox"/> Sickness or extreme poverty - 357(1)(d.1)
<input type="checkbox"/> Razed by fire, demolition or otherwise - 357(1)(d)(i)	<input type="checkbox"/> Mobile unit removed - 357(1)(e)
<input type="checkbox"/> Damaged and substantially unusable - 357(1)(d)(ii)	<input type="checkbox"/> Gross or manifest clerical/factual error - 357(1)(f)
<input type="checkbox"/> Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)	

Details of Reason for s357, s358 or s359 application: PROPERTY PURCHASED BY SOCIAL SERVICES BOARD TO BUILD A GARAGE FOR STORAGE PURPOSES  
 Effective from: 08/03/18 to 12/31/18 Applicant Signature: [Signature] Date: 02/25/19  
 (MM/DD/YY) (MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY				TREASURER'S RECOMMENDATION TO COUNCIL				
Assessment Roll As Returned		Revised Since Roll Return <input type="checkbox"/>		Assessment Report School Bd: <input type="checkbox"/> Eng <input type="checkbox"/> Fr <input type="checkbox"/> Other				
		Enter Revisions Below		<input type="checkbox"/> No Change in Assessment <input type="checkbox"/> S357 Required for Next Year				
RTC/RTQ	2005 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2005 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
<u>ATED</u>			<u>0.0, 500</u>					
Revised:				Reason for Change:				
Reason Original Assessment Revised:								

TREASURER'S REPORT ON TAX LIABILITY						
RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy	
<u>RTQ</u>	<u>-22500</u>	<u>0.01822955</u>	<u>1510</u>	<u>-169.68</u>		

Recommended: ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount -169.68

Comments: \_\_\_\_\_

Treasury Position: Treasurer Signature: [Signature] Date: 03/28/19

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION: Hearing Date (MM/DD/YY): 04/08/19

☐ Approved ☐ Amended & Approved ☐ Not Approved ☐ Applicant Did Not Appear ☐ Application Abandoned

Reason: \_\_\_\_\_

Appeared for Applicant: \_\_\_\_\_ Appeared for Municipality: \_\_\_\_\_

Signature of Council/ARB Member: \_\_\_\_\_ Name/Title: \_\_\_\_\_

Dear Mayor Caul and Council Members,

This letter is to express deep concern and the need for action in regards to the recent increase in “street” people loitering in the downtown core particularly the 200 and 300 blocks of Scott street. We, the business owners, are experiencing a decrease in the number of legitimate shoppers coming downtown as they are afraid of being harassed and/or panhandled. We have received many complaints from our customers in regards to having their way blocked and being asked for handouts sometimes to the point of being threatened. We are witnessing entry to our stores being blocked by people smoking and loitering.

We also are experiencing a marked increase in shoplifting in our businesses by these same people, so much so that we have compiled a share list of people that have been caught shoplifting in our stores. This list of known shoplifters is currently at 29 and growing. All of these people have been charged and brought to court and subsequently released with no repercussions. Knowing this, they are free to steal again.

which provides money for drugs and an incentive to go out and steal more things

- Perhaps our by-law officers walking the downtown core regularly – not necessarily to enforce loitering bylaws but to be seen as a uniformed officer presence downtown

For your consideration

Thanks,

A handwritten signature in black ink, appearing to read 'Doug Cuthbertson', written over the printed name.

Doug Cuthbertson

Owner Northwoods Gallery and Gifts



Store Name	Signature	Signature Printed
NORTHWOODS		D. CUTHBERTSON
GORTCH'S		PAT GORTSHORE
DIANA'S NEEDLE ART		DIANA NIXON
Sight & Sound		DEREK JACKSON
Betty's of Fort Frances		Blair Anderson
Curvy Chick		Jennifer Horton
CUSINEAN REAL ESTATE		DAN R. CUSINEAN
Jack Spitz Apparel		SCOTT KRIENKE-Torrey
INK SPOTZ APPAREL		DARLYSS KRIENKE
FLINT HALL		ED GACKLEY
McTAGGARTS		RICHARD BOLEADY
4 Your Pets		Pam Williams
MR. SUB		BOBBIE PARKER
THE UPS Store		Lil Kempf
THE UPS Store		S. Christensen
Causeway Insurance		John Homer
INTERNATIONAL TRAVEL		PATRICIA HERE
SCANLIFE		Barry Jackson
Sunlife		PAULA JACKSON
TAGGS Source for Sports		Russell Ling
Leon's		M. Howarth
Investment Planning Counsel		M. Mac Done
3300 The Bazaar Shop		Dawn Gray
Warehouse One		Keili Savinac
Warehouse One		Shannon Singleton
Lowerys		Tim Hudson
Shoppers Drug Mart		Tyler Doerksen

[illegible]

March 28 2019

To Mayor Caul and Council Members,

This is a formal request for permission to set up a billboard to advertise my business "The Sleepy Owl" at one of the following town's properties:

1. 1003 Frog Creek Rd. On the right side of Frog Creek Road heading East.
2. 1003 Frog Creek Rd. On the right side of McIrvine St heading South.
3. North of Balsam St. On the right side of McIrvine St heading South
4. South of Balsam St. On the right side of McIrvine St heading South.

The intention is to erect a sign 8' x 16' in size and according to the towns regulation.

I have spoken Patrick Briere about this, and he informed me that the first step is to get town's permission, and then to pay for a sign permit. Upon hearing town's approval I will do that.

Thanks.



---

Wade Friesen

Owner of The Sleepy Owl

sales@thesleepyowl.com

[www.thesleepyowl.com](http://www.thesleepyowl.com)

(807) 275 5683 (Cell)

(807) 274 5500 (Front Desk)



**From:** [Karly Rousseau](#)  
**To:** [Lisa Slomke](#)  
**Subject:** Relay for Life use of East End Hall  
**Date:** Monday, March 25, 2019 12:45:02 PM  
**Attachments:** [Sponsorship Letter.pdf](#)

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Hi Lisa,

Jason asked me to email you with the dates that we were looking at for the Relay for Life Garage Sale.

At our last meeting the committee settled on May 3<sup>rd</sup> 8:30 am until May 4<sup>th</sup> 8 pm or May 10<sup>rd</sup> 8:30 am until May 11<sup>th</sup> 8 pm.  
Either date will work and we can adjust if need be.

I have attached our sponsorship letter for you to review.

If you require any further information please let me know.

Thank you very much for your time on this matter,

Karly

*Karly Rousseau, RECE*  
EarlyON Child and Family Centre  
1150 Portage Ave. North  
Fort Frances, ON  
P9A 2B1  
(807) 274-8588 ext. 1821



Dear Friend,

The Fort Frances Relay For Life 2019 is to be held on June 22 at Pither's Point Park. Our planning committee of community volunteers are well underway preparing to bring this exciting and moving fundraising event to Fort Frances.

At Relay For Life, no one faces cancer alone. Relay is an event like no other, where you join your family, friends and colleagues to celebrate cancer survivors, remember those we've lost, and commit to raising funds for life-saving research and support services. At Relay, we come together with our community to celebrate life and give hope to those living with this disease.

On and off track, there's always something to do at Relay For Life. Those taking a break from walking can check out the event's entertainment and activities or relax at their team's campsite.

When your company supports our Relay For Life event, you show Canadians that you care about what matters to them. Sponsoring a Relay can enhance your business and make a huge difference in our mission to advance research and support Canadians living with cancer.

There are many ways you can help. First, we hope that you will become a corporate partner in the fight against cancer. Secondly, we hope that many of your employees will be part of this wonderful event by joining or forming a Relay Team. At our Relay For Life event, there are a number of opportunities to provide In-Kind products and services to help the Canadian Cancer Society off-set the costs associated with the event. These essential products and services include food, beverages, printing, lighting, etc. Please let us know if you can or wish to provide a product or service to help make this a great event.

You can make a difference, now and in the future. Every effort we make is another step in finding a cure! We hope that you will consider our event a priority for your support. In the meantime, if you have any questions, do not hesitate to contact us.

Sincerely,

Karly Rousseau

Tel: 807-275-8182



**FFHS Chem Free Grad**  
**Fort Frances High School**  
**c/o Brian Gustafson**  
**440 McIrvine Road**  
**Fort Frances, ON**  
**P9A 3T8**  
**Phone: 807-274-7747**  
**Fax: 807-274-5171**  
**E-mail: [brian.gustafson@mail.rrdsb.com](mailto:brian.gustafson@mail.rrdsb.com)**



March 22, 2019

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

Dear Mayor and Council:

Planning is currently underway for this year's FFHS Chem Free Grad party. A dedicated group of parents is already working to provide the best possible Chem Free Grad party for the graduates of Fort Frances High School. This will help guarantee a safe, alcohol and substance free environment in which to celebrate their children's high school accomplishments. As a committee, we rely on the support and generous contributions of the Fort Frances community and surrounding area. We thank the Town of Fort Frances for being one of these outstanding contributors year after year.

This year's FFHS Chem Free Grad Party will take place of Thursday, June 27, 2019. We are requesting a donation from the Town of Fort Frances equivalent to the cost of the rental fees for the arena and auditorium minus HST, totalling \$1015.60. If there are specifics required regarding the Chem Free Grad Party in order to process this request, please contact me by e-mail, phone, or mail using the information given above.

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

Respectfully yours,

Brian Gustafson  
 Staff Advisor – FFHS Chem Free Grad Committee

## Fort Frances



Canadian  
Bass Championship Inc.  
P.O. Box 531  
Fort Frances, ON  
P9A 3M8

March 22, 2019

Mayor and Town Council

Town of Fort Frances  
P.O. Box 38  
Fort Frances, Ontario  
P9A 3M5

Re: Fort Frances Canadian Bass Championships and Teen Dance (July 17th - July 20th, 2019)

Dear Mayor and Councillors:

The FFCBC directors sincerely appreciate your significant contributions to facilitate the 2019 event. The Town of Fort Frances is a valued sponsor of the FFCBC since its creation in 1995.

We respectfully request the following support from the Town of Fort Frances:

- 1) Designate, in writing, the "Fort Frances Canadian Bass Championship Live Release Tournament" as a significant municipal festival & event.
- 2) Authorize use of the Memorial Sports Centre Stage, Tables, Chairs & Town picnic tables. FFCBC will arrange for pick-up and return.
- 3) Supply the FFCBC with the necessary documents to facilitate closing road to accommodate tent. Requesting road closure at the Sorting Gap Marina for the period of July 12<sup>th</sup> to July 22<sup>nd</sup> inclusive.



- 4) We submit a request to the Town of Fort Frances for the use of four barricades for the use at the Sorting Gap.
- 5) The FFCBC will be filling out a building permit application for the erection of the tent, we ask the town look at any charges associated.
- 6) Provide us, early in July, with list of Sorting Gap Marina slip lessees. We will contact the lessees with a formal request for the possible use of their slips during the tournament.
- 7) Waive launch fees for tournament competitors and volunteers from July 18th to 20th . We will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there.
- 8) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years.
- 9) Allow the tournament 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.
- 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key.
- 11) Requesting assistance from the Town of Fort Frances with the setting up of the Tent on July 12<sup>th</sup> and the taking down of the Tent on July 22<sup>nd</sup>.

We look forward to discussing our request in greater detail at your convenience and invite any Town Councillor to any FFCBC board meeting.

Respectfully,

Wayne Allen, Co-Chairman

Jim Cuthbertson, Co-Chairman



## 2019 FFCBC Board of Directors

Wayne Allen	Co-Chair/Bar Operations
Wayne Allen	Teen Dance
Kathy Cuthbertson	Food Court
Jim Cuthbertson	Co-Chair/Site & Facilities
Greg Gustafson	Treasurer/Angler Registrations
Paul Jewiss	Anglers' Representative
Kevin Cawston	Fish Care
Eric Kaufman	Weigh Master
Jeanette Cawston	Volunteers Co-ordinator
Robin Reid	Director



# Sponsorship Agreement

Sponsor Name \_\_\_\_\_  
(as it should appear in print)

☐ Cash ☐ Gift-In-Kind Total Value \$ \_\_\_\_\_

☐ Yes, sponsor accepts gift ☐ No, sponsor declines gift

Event Date \_\_\_\_\_ Required-by Date \_\_\_\_\_  
(DD/MM/YYYY) (DD/MM/YYYY)

Chapter \_\_\_\_\_

Fundraising Manager \_\_\_\_\_

*Please note: when ordering, please ensure your "Required By" date allows adequate time for delivery.  
All gifts will be shipped directly to chapters for distribution by volunteers.*

Please return this form to your local DUC Representative:

Name \_\_\_\_\_

Contact \_\_\_\_\_

## Sponsors receive

- A work of art selected from Canada's premier collection of conservation-inspired artwork, DUC's National Art Portfolio
- Subscription to *Conservator* magazine, two issues annually
- Special offers on DUC Gear™ and exclusive discounts on products and services with our partners
- Charitable tax receipt

## CALL FOR SPONSORS

# Our wetlands. Our future.

# 2019



Ducks Unlimited  
Canada



# Canada's wetlands are vitally important to our quality of life.

- Wetlands slow the flow of water, reducing flood risks and mitigating the effects of drought.
- Wetlands purify water, ensuring continued access to clean, fresh water that's safe for drinking, growing food, cooking, cleaning and for recreation at our beaches, lakes and rivers.
- Wetlands provide habitat to birds, fish and wildlife, including the pollinating animals we count on for sustainable crop production.
- Wetlands store carbon, preventing the sudden release of carbon dioxide and other greenhouse gases into our atmosphere. This in turn regulates climate, and protects us from extreme temperatures and destructive weather events year-round.



## Sponsorship Opportunities

Ducks Unlimited Canada (DUC) is looking for sponsorship partners in your community.

Gold	Silver	Bronze
<b>Conserve</b> threatened resources.	<b>Restore</b> depleted landscapes.	<b>Protect</b> intact ecosystems.
<b>\$1000 - \$9999</b>	<b>\$500 - \$999</b>	<b>\$300 - \$499</b>
Make a long-term investment in wetland conservation.	Support on-the-ground wetland restoration efforts.	Help increase environmental protections for intact wetlands.

Talk to your local DUC Representative about the sponsorship package that's right for you or your business and the benefits of being a supporter. Cash or gift-in-kind sponsorships accepted. Sponsors whose gifts are valued at \$300 or more receive a framed print from DUC's National Art Portfolio.



Misty Retreat by John Zacharias  
Ducks Unlimited Canada Sponsor Print





**Canadian Mental  
Health Association**  
Fort Frances Branch  
*Mental health for all*

**FORT FRANCES**☐ Administration Office

P.O. Box 446  
414 Scott Street  
Fort Frances, ON  
P9A 1H2  
(807) 274-2347  
Fax (807) 274-2473

☒ Programs and Services

P.O. Box 446  
612 Portage Avenue  
Fort Frances, ON  
P9A 3M8  
(807) 274-2347  
Fax (807) 274-3515

**KENORA**☐ P.O. Box 492

St. Joseph  
Health Centre  
21 Wolsley Street  
Kenora, ON  
P9N 3X5  
(807) 468-4699  
Fax (807) 468-7628

**DRYDEN**☐ P.O. Box 525

52 Van Horne Avenue  
Dryden, ON  
P8N 2Z2  
(807) 223-8841  
Fax (807) 223-8816

**SIoux LOOKOUT**☐ P.O. Box 413

Centennial Centre  
54 Front Street  
2C-2nd Floor  
Sioux Lookout, ON  
P8T 1A5  
(807) 737-4996  
Fax (807) 737-7105

**RED LAKE**☐ P.O. Box 1244

201-B Hammell Road  
Red Lake, ON  
POV 2M0  
(807) 727-2162  
Fax (807) 727-2204

**ATIKOKAN**☐ P.O. Box 1317

Northwestern  
Health Unit  
115 Main Street  
Atikokan, ON  
P0T 1C0  
(807) 597-6871 ext. 3711  
Fax (807) 597-6170

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

March 27, 2019

Mayor June Caul and Members of Council  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9

Dear Mayor Caul and Members of Council

Re: Request for Proclamation

May 06 through May 12 is Mental Health Awareness Week. The Canadian Mental Health Association (CMHA) has been a champion for positive mental health since 1918 and has played an important role in improving people's understanding of mental health and mental illness. CMHA introduced Mental Health Week (MHW) in 1951 and it is now a popular week for a variety of mental health and addiction awareness and education campaigns, activities and events across the country.

The Fort Frances Branch of the Canadian Mental Health Association is requesting that the Town of Fort Frances officially proclaim May 06 through May 12, 2019 as Mental Health Awareness Week. In addition to the Proclamation, is it possible to have our Mental Health Week flag flown at the Civic Centre for this week, with a flag raising by Mayor Caul on May 06?

I look forward to your response.

Sincerely

Christie Cousineau, Educator & Trainer  
Canadian Mental Health Association, Fort Frances Branch  
P.O. Box 446  
Fort Frances, ON P9A 3M8  
[ccousineau@cmhaff.ca](mailto:ccousineau@cmhaff.ca)  
[www.cmhaff.ca](http://www.cmhaff.ca)  
(807) 274-2347, ex. 258



TOWN OF FORT FRANCES

BY-LAW NO. 10/19

(A By-Law to Establish Tax Ratios for Prescribed Property Classes).

**WHEREAS** the Corporation of the Town of Fort Frances is required to establish tax ratios pursuant to s.308 of the *Municipal Act*, 2001, as amended;

**AND WHEREAS** the tax ratios determine the relative amount of taxation to be borne by each property class;

**AND WHEREAS** the property classes have been prescribed pursuant to Section 7 of the *Assessment Act*, R.S.O. 1990, c.A.31, and Part II of O.Reg. 282/98 (optional large industrial class has been adopted);

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

- 1. That for the taxation year 2019, the tax ratio for property in:
  - a) the residential/farm property class is 1;
  - b) the new multi-residential property class is 1;
  - c) the multi-residential property class is 2.553970;
  - d) the commercial occupied property class is 1.967217;
  - e) the commercial vacant/excess property class is 1.672134;
  - f) the industrial occupied property class is 2.823341;
  - g) the industrial vacant/excess property class is 2.258673;
  - h) the large industrial occupied property class is 7.240504;
  - i) the large industrial vacant/excess property class is 5.792403;
  - j) the pipelines property class is 2.574024;
  - k) the farmlands property class is 0.250000;
  - l) the managed forests property class is 0.250000.

This By-Law shall come into force and take effect on final passing.

READ THREE TIMES and finally passed in open Council this 8th day of April, 2019.

\_\_\_\_\_  
J. Caul, Mayor

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



Stewardship Ontario



FORT FRANCES, TOWN OF  
320 Portage Avenue.  
Fort Frances ON  
P9A 3P9

March 31, 2019

**RE: Industry funding for Municipal Blue Box Recycling for the fourth quarter of the 2018 Program Year**

Dear Mayor and Members of Council:

Stewardship Ontario provides payments to municipalities and First Nations equal to 50% of the total net costs incurred by those communities as a result of the Blue Box Program. Payments are made on a quarterly basis. The funding for these payments comes from companies that produce, import and sell packaging and printed paper to Ontario residents.

The Resource Productivity and Recovery Authority (RPRA) determined that 2018 payments will be based on a funding obligation of \$124,844,186. This represents an increase of 1% over 2017. RPRA is also responsible for setting payments to individual communities. Further details with respect to the RPRA Board's determination of the 2018 obligation and the allocation to individual municipalities and First Nations is available on the RPRA website ([www.rpra.ca/blue-box](http://www.rpra.ca/blue-box)).

Stewardship Ontario is pleased to provide payments to municipalities and First Nations in accordance with the RPRA Board's decision.

Thank you for your ongoing dedication to resource recovery and reutilization.

Sincerely,

David Pearce  
Supply Chain Officer  
Stewardship Ontario



T 705-635-2272  
 TF 1-877-566-0005  
 F 705-635-2132

TOWNSHIP OF LAKE OF BAYS  
 1012 Dwight Beach Rd  
 Dwight, ON P0A 1H0

March 21<sup>st</sup>, 2019

*Via Regular Mail*

Mike Myatt, Vice Deputy Mayor  
 The Town of Saugeen Shores  
 600 Tomlinson Drive  
 Port Elgin, ON N0H 2C0

Dear Mr. Myatt,

**Re: Request to Governments of Canada and Province of Ontario to Open the Application Process for the Bi-lateral "Investing in Canada Infrastructure Program"**

On behalf of the Council of the Corporation of the Township of Lake of Bays, please be advised that the above-noted Correspondence was presented at the last regularly scheduled meeting on March 19<sup>th</sup>, 2019 and the following resolution was passed:

***"Resolution #6(a)/03/19/19***

***BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays receives correspondence from The Corporation of the Town of Saugeen Shores re: Request to Governments of Canada and Province of Ontario to Open the Application Process for the Bi-lateral "Investing in Canada Infrastructure Program" that was signed on March 14th, 2017; AND FURTHER THAT Council supports Resolution No. 17-2019 passed February 11, 2019 by the Town of Saugeen Shores requesting the Government of Canada and Province of Ontario move forward with accepting applications for funding agreed to under the "Investing in Canada Infrastructure Program" to help address the Recreation and Culture Infrastructure deficit that currently exists across Canada;***

...2

***AND FURTHER directs staff to forward this resolution to all Ontario Municipalities, Provincial and Federal Government's, local MP's and MPP's, Parks and Recreation Ontario, and the Association of Municipalities of Ontario.***

***Carried"***

Sincerely,

A handwritten signature in black ink, appearing to read 'CSykes'.

Carrie Sykes, *Dipl. M.A., CMO*  
Director of Corporate Services/Clerk

Cc: all Ontario Municipalities  
The Government of Ontario  
The Government of Canada  
Parry Sound–Muskoka MP, Tony Clement  
MPP, Norm Miller  
Parks and Recreation Ontario  
The Association of Municipalities of Ontario

CS/tm

**TOWN OF FORT FRANCES**  
**Economic Development Advisory Committee**

**MINUTES****March 4, 2019**

The meeting of Economic Development Advisory Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on March 4, 2019 from 11:40 a.m. to 12:40 p.m.

**PRESENT:** J. Cumming, Chair, Mayor J. Caul, J. McTaggart, R. Avis, D. Eldridge, M. Caron, K. McCaig,

**ALSO PRESENT:** D. Brown, CAO, L. Mose, (MNDM), T. Drysdale, Consultant, G. Gillon, (RRFDC) and K. Lawson, Deputy Clerk/ Committee Secretary

**REGRETS:** D. Kircher, K. Firth, Chief W. Windigo

- 1. Call to Order - 11:40 a.m.**
- 2. Disclosure of pecuniary interest and the general nature thereof - none identified**
- 3. Approval of Previous Advisory Committee Minutes**

3.1 February 4, 2019.

McCaig-Eldridge: THAT the minutes from the February 4, 2019 regular meeting be approved as distributed.

CARRIED

**4. New Business**

- 4.1 Presentation from Michael Willick, R.P.F. President, M.L. Willick & Associates Ltd. re: Enhanced Sustainable Forest License (ESFL) Implementation.
- Mr. Willick was in attendance to provide an update and have a general discussion with the Committee respecting Forest Tenure and implementation of the SFL. He advised that the Forest License is used to manage the forest and is done every 5 years. The Licensee under the Forestry License has the right to tell contractors where to cut, ensure that crown charges are paid and to ensure that reforestation is done within the legal obligations of the License. He stated that the Province is unhappy that large companies are holding these licenses and making it difficult for smaller contractors, First Nation communities and municipalities. He believes that the time for such designations has passed. The Sustainable Forest License (SFL) has now moved to Enhanced Sustainable Forest License (ESFL) which will be a partnership of interested parties. The RRFDC will be a signatory to this agreement. Payment will be based on usage. An independent General Manager will be appointed. There is still discussion about the size of the group. There is a good opportunity for having the company be located locally. Presently, the group is undertaking new plans for the Crossroute and Sapawe Forest management which should be in place by April 1, 2020. This is good news from an economic stand point as wood costs will be cheaper, making for happier contractors. The International Falls mill cannot bid on the wood controlled under this license. The management group may not override any decision made by the Ministry. Mr. Willick stated that there was enough wood at the time Expira was looking to purchase the mill, in stark contrast to Resolute's contention that they do not have enough wood to manage their needs.

**5. Standing Items**

- 5.1 Follow up from T. Drysdale on February 4th, 2019 Position Paper from J. Cumming and Immigration Pilot Update.
- G. Gillon advised of a meeting he attended, where he had a chance to speak with Aime Dimatteo who recommended partnering with Kenora. Geoff will be asking Mayor Caul to forward a letter of support which will serve to confirm that the Town of Fort Frances

wishes to support the Lake of the Woods Business Incentive Corporation (LOWBIC) application in partnership with the City of Kenora for participation in the Rural and Northern Immigration Pilot Program. Through this support, the Town is ready to work cooperatively with the City of Kenora, LOWBIC and its partners toward better positioning the Town of Fort Frances to welcome newcomers to our community.

*As a side note Councillor McTaggart challenged the EDAC Committee to provide ideas that the municipality could incorporate along with the Strategic Plan to drive economic growth. Some suggestions included:*

- 1) Enhancement of Health Care;*
- 2) Placing of a Health Care Facility in the area of the old woodyard;*
- 3) Age Friendly Seniors Facilities;*
- 4) I Cloud enhancement;*
- 5) Industrial Jobs.*

*This matter will be added to the next regular meeting for further discussion.*

## 5.2 Mill Update.

Tannis advised that REPAP is in Town this week. She advised that they will be submitting a bid to Resolute outside of any NDA agreement. She believes that Resolute is also entertaining a bid from a community redevelopment organization..

## 6. Adjourn / Next Meeting Date - April 1, 2019

TOWN OF FORT FRANCESMINUTESSESSION NO. # 7March 19, 2019

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on March 19, 2019 from Noon p.m. to 12:47 p.m.

PRESENT: Chairperson W. Brunetta, Councillors D. Judson and A. Hallikas, Mayor J. Caul (ex-officio)

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, T. Moffit, Fire Chief/CEMC (Noon to 12:20 p.m.), S. Freamo, IT Manager, K. Lawson, Deputy Clerk

REGRETS:

1. **Call to Order**
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**

- 3.1 Councillor Wendy Brunetta disclosed an interest in agenda item 6.8 stating that the training travel expense and per diem claim was hers. She turned the Chair over to Vice Chair Andrew Hallikas while the matter was brought forward and did not participate in any discussion of the matter.
- 3.2 Councillor Andrew Hallikas disclosed an interest in agenda item 6.3 stating that the training travel expense and per diem claim was his. He did not participate in any discussion of the matter.
- 3.3 Councillor Douglas Judson disclosed an interest in agenda item 6.4 stating that the training travel expense and per diem claim was his. He did not participate in any discussion of the matter.

4. **Approval of Previous Committee Minutes**

- 4.1 Session #6 dated March 5, 2019

Hallikas-Judson: Approved as presented.

CARRIED

5. **In-Camera - no matters identified.**



## 6. New Business

***\*\* As a side note, Mayor Caul has requested that the current Travel Policy be reviewed at the April 16, 2019 meeting.***

- 6.1 Pre-Approved Capital Purchase of Two Sets of Bunker Gear.  
- committee recommended approving the capital purchase of two sets of Bunker Gear at the total cost of \$3,690.06.
- 6.2 Tender 19-AF-02 - Triple Combination Custom Pumper Fire Truck.  
- committee recommended awarding Tender 19-AF-02 for the Triple Combination Custom Pumper Fire Truck to Fort Garry Fire Trucks in the amount of \$600,820.55.
- 6.3 Councillor Andrew Hallikas - Training Travel Expense and Per Diem.  
- committee recommended approval of the Travel Expense and Per Diem claims in the amount of \$433.00 as submitted by Councillor Andrew Hallikas for his attendance at the "As a Member of Council what you need to know" and "Land Use Planning: Beyond the Basics" Training in Thunder Bay on March 6th and 7th, 2019.
- 6.4 Councillor Douglas Judson - Training Travel Expense and Per Diem.  
- committee recommended approval of the Travel Expense and Per Diem claims in the amount of \$433.00 as submitted by Councillor Douglas Judson for his attendance at the "As a Member of Council what you need to know" and "Land Use Planning: Beyond the Basics" Training in Thunder Bay on March 6th and 7th, 2019.
- 6.5 Councillor Michael Behan - Training Travel Expense and Per Diem.  
-committee recommended approval of the Travel Expense and Per Diem claims in the amount of \$513.00 as submitted by Councillor Michael Behan for his attendance at the "As a Member of Council what you need to know" and "Land Use Planning: Beyond the Basics" Training in Thunder Bay on March 6th and 7th, 2019.
- 6.6 Councillor John McTaggart - Training Travel Expense and Per Diem.  
- committee recommended approval of the Travel Expense and Per Diem claims in the amount of \$571.05 as submitted by Councillor John McTaggart for his attendance at the "As a Member of Council what you need to know" and "Land Use Planning: Beyond the Basics" Training in Thunder Bay on March 6th and 7th, 2019.
- 6.7 Councillor Rick Wiedenhoef - Training Travel Expense and Per Diem.  
- committee recommended approval of the Travel Expense and Per Diem claims in the amount of \$829.72 as submitted by Councillor Rick Wiedenhoef for his attendance at the "As a Member of Council what you need to know" and "Land Use Planning: Beyond the Basics" Training in Thunder Bay on March 6th and 7th, 2019.
- 6.8 Councillor Wendy Brunetta - Training Travel Expense and Per Diem.  
- committee recommended approval of the Travel Expense and Per Diem claims in the

amount of \$513.00 as submitted by Councillor Wendy Brunetta for her attendance at the "As a Member of Council what you need to know" and "Land Use Planning: Beyond the Basics" Training in Thunder Bay on March 6th and 7th, 2019.

- 6.9 Uncollectible Accounts Receivable Customer Accounts.
  - committee recommended approval of the write-off of Customers GRAYN0001 and SUTTO0001 Accounts Receivable balances owing in the total amount of \$319.04 as uncollectible.
- 6.10 Pre-Approved Capital Purchase of Computer Hardware.
  - committee recommended approving the purchase of computer hardware in the amount of \$10,000 ahead of the 2019 capital budget approval.
- 6.11 2018 Capital Financing.
  - committee recommended allocations to fund the remaining Capital expenditures in the amount of \$460,194.07 and Contributions to Capital in the amount of \$34,930.52 from the General Operating Fund to finance 2018 Capital Fund expenditures as laid out in the report.
- 6.12 Land Sales Contribution to Reserve Funds.
  - committee recommended approving the allocation of the 2018 land sales revenue as Contributions to Reserve Funds in the total amount of \$236,902.00 for the December 31, 2018 year end as listed in the report.
- 6.13 2018 Contributions to Reserve Funds.
  - committee recommended approving the Water & Sewer Fund surpluses to the Waterworks & Sanitary Sewer Reserve Fund and that the General Operating surplus be transferred 100% to Corporate Vehicle & Equipment Reserve Fund for the 2018 year end. Further that the actual transfer amounts be reported to Council when the amounts are known.
- 6.14 Award Request for Proposal (RFP) 18-AF-14.
  - committee recommended the following:
    1. That once all funding from senior levels of government is secured and in place, that the feasibility study on the re-development of the Shevlin Wood Yard and former RFP's nursing station be awarded to HTFC of Winnipeg at a total estimated cost of \$ 145,623.10 (all taxes included) as per the Town's terms of reference and as outlined in their proposal dated December 18, 2018.
    2. That the Mayor and Clerk be authorized to execute the contract documents with HTFC on behalf of the Corporation of the Town of Fort Frances once all funding from senior levels of government is secured and in place.
    3. That the Mayor and Clerk be authorized to execute the funding agreements under the Fednor funding program through the Federal Ministry of Innovation, Science and Economic Development Canada behalf of the Corporation of the

Town of Fort Frances.

4. That the Mayor and Clerk be authorized to execute the funding agreements under the Rural Economic Development (RED) Program through the Provincial Ministry of Agriculture, Food and Rural Affairs behalf of the Corporation of the Town of Fort Frances.

**7. Non-agenda Items - no items identified.**

**8. Information**

- 8.1 Fire and Rescue Service - February 2019 Report.  
- received as information.

- 8.2 Ontario Municipal Partnership Fund (OMPF) 2019 Allocation Notice.  
- received as information.

**9. Adjourn / Next Meeting Date - April 2nd, 2019**

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Executive Committee Chair

---

D. Brown, CAO

TOWN OF FORT FRANCESMINUTESSESSION NO. #007April 1, 2019

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Fort Frances Public Library Technology Centre on April 1, 2019 from 10:30 a.m. to 11:46 a.m.

PRESENT: Andrew Hallikas - Chairman, Michael Behan - Councillor, Rick Wiedenhoeft - Councillor, Mayor June Caul (ex-officio), Doug Brown - CAO, Jason Kabel - Community Services Division Manager

ALSO PRESENT:**1 CALL TO ORDER (Session #007)**

A. Hallikas called the meeting to order at 10:30 a.m.

**2 APPROVAL OF AGENDA (Call for Non-Agenda Items)**

- Approved as circulated.

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

R. Wiedenhoeft declared a conflict of interest with item, 6.2 Staff Discounts, and did not participate in the discussion of that item.

**4 APPROVAL OF PREVIOUS COMMITTEE MINUTES**

4.1 Community Services Executive Committee - March 4, 2019 - **Approved as circulated.**

**5 ITEMS REFERRED FROM COUNCIL**

- 5.1 8th Street Trails Request - Christine Kent - The committee recommends to the Planning & Development Committee to consider the following with there recommendation to Mayor & Council:
- Have the proposed new trail GIS mapped and provided to the committee prior to giving the authorization to start clearing.
  - Have Trish Law meet with Ms. Kent and trail groomer Mr. McLeod regarding GIS options for a new trail mapping.
  - Determine if the proposed expansion is Town or Crown land.
  - Ensure Ms. Kent and any volunteers sign a liability waiver prior to commencement of any trail clearing.
  - Ensure the Town's Tree Removal policy is adhered to.

**6 NEW BUSINESS**

- 6.1 Pool Closure for Members - The Committee recommends, without precedent, that memberships may be suspended for pool users for the scheduled pool shut down in 2019 (July & August for 9 weeks) upon request to do so by individual members.
- 6.2 Staff Discounts - No recommendation at this time, this item will be considered at a future meeting.
- 6.3 Ice Rental Philosophy - The Committee agreed to the following philosophical operational procedures with regards to ice rental:
- Season start - user groups should have the option to determine when their season commences.
  - Season end - user groups should have the option when their season concludes.

- Weather cancellations - exceptions may be made to reallocate ice.
- Playoff changes - exceptions may be made to reallocate ice.
- Changes to allotted ice time allowed twice per year (September 15th & December 15th) as stated in the facility rental policy.

**7      NON-AGENDA ITEMS**  
- NIL

**8      INFORMATION**

8.1      Gymnastics Proposal - verbal update

**9      ADJOURNMENT**  
There being no further matters before the committee at this time, the meeting was adjourned at 11:46 a.m.

\_\_\_\_\_  
A. Hallikas, Executive Committee Chair

\_\_\_\_\_  
J. Kabel, Manager of Community Services



TOWN OF FORT FRANCESMINUTESSESSION NO. #005March 20, 2019

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on March 20, 2019 from 8:30 p.m. to 8:50 p.m.

PRESENT: Chairperson R. Wiedenhoeft - Councillor, M. Behan - Councillor, J. McTaggart - Councillor and Mayor June Caul.

ALSO PRESENT: T. Rob, Manager of Operations & Facilities, D. Brown, CAO

**1 Call to Order**

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

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

2.1 None

**3 Approval of Previous Committee Minutes**

3.1 Minutes from the previous meeting on February 20, 2019 - the minutes were approved as circulated

**4 Non-agenda Items**

4.1 None

**5 New Business**

5.1 2018 Drinking Water Systems Annual Report - Schedule 22 - the annual drinking water system report was approved as amended.

**6 Information**

6.1 Fort Frances Wastewater Treatment Facility February 2019 Monthly Report - the Wastewater February Monthly Report was reviewed and will be forwarded to Council as information only. No action required.

6.2 2019 - Tonnage at the Landfill Site - the Landfill data was reviewed and will be

forwarded to Council as information only. No action required.

6.3 Aircraft Statistics 2019 - the aircraft statistics were reviewed and will be forwarded to Council as information only. No action required.

6.4 Maintenance Summary for February 2019 - the February maintenance summary was reviewed and will be forwarded to Council as information only. No action required.

**7 Adjourn / Next Meeting Date**

7.1 The meeting adjourned at 9:05 a.m.

Next meeting date - April 3, 2019.

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Executive Committee Chair

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T. Rob, Manager of Operations & Facilities