

# TOWN OF FORT FRANCES

## Administration and Finance Executive Committee

### AGENDA - October 8, 2019 - NOON

#### MEETING -Committee Room, Civic Centre

#### Session #18

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof**
4. **Approval of Previous Committee Minutes**
  - 4.1 Session No. 17 dated September 17, 2019. 3 - 4
5. **In-Camera**
6. **Items Referred from Council**
  - 6.1 Fort Frances Lakers Request for Dudley Hewitt Cup Sponsorship. 5 - 7
7. **New Business**
  - 7.1 357/358 Applications for Tax Adjustment re: 1320 Emo Road (2019). 8 - 12
  - 7.2 357/358 Applications for Tax Adjustment re: 251 Fourth Street W. (2019). 13 - 17
  - 7.3 357/358 Applications for Tax Adjustment re: 504 Armit Avenue (2019). 18 - 22
  - 7.4 Councillor Wendy Brunetta - NOMA Executive Meeting Per Diem. 23 - 27
8. **Non-agenda Items**
9. **Outstanding Items**
  - 9.1 Request for Community Improvement Incentives (Belluz Concrete).  
- this item remains as standing to allow for additional information.
10. **Information**
  - 10.1 General Fund (Operating) Summary for the Nine Months Ending Monday, September 30th, 2019. 28 - 29

	Page
10.2 Water and Sewer Fund (Operating) Summary for the Nine Months Ending Monday, September 30th, 2019.	30
<b>11. <u>Adjourn / Next Meeting Date - October 22, 2019</u></b>	

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. # 16

September 17, 2019

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on September 17, 2019 from 12:02 p.m. to 12:25 p.m.

PRESENT: Chairperson W. Brunetta, Councillor A. Hallikas and Mayor J. Caul

ALSO PRESENT: D. Brown, CAO, A. Bisson, Deputy Treasurer, T. Moffit, Fire Chief/CEMC (12:02 p.m. to 12:08 p.m.), K. Lawson, Deputy Clerk

REGRETS: Councillor D. Judson

**1. Call to Order - 12:02 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**

- 3.1 Councillor A. Hallikas disclosed an interest in agenda item 7.5 stating that the 2019 AMO Conference Travel and Per Diem Claim was his. He did not participate in any discussion of this matter.

**4. Approval of Previous Committee Minutes**

- 4.1 Session No. 16 dated September 3, 2019.

Hallikas-Caul: Approved as presented.

CARRIED

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

**6. Items Referred from Council**

- 6.1 Tour de Fort Sponsorship Request.  
- committee recommended approval of the Tour de Fort Sponsorship request at the Silver level in the amount of \$500.00 for 2019.
- 6.2 Royal Canadian Legion Manitoba/NW Ontario Command Advertising.  
- committee recommended approval of an advertisement of 1/10 page (Business Card) size in the "Military Service Recognition Book" in the amount of \$205.00.

## **7. New Business**

- 7.1 Amended Automatic Aid Agreement.  
- the Fire Chief/CEMC provided an overview of his report as presented. Committee recommended entering into an Automatic Aid Agreement with the Townships of Emo, Chapple, LaVallee and Alberton.
- 7.2 On-Line Payment Software for Fines and Offences - Provincial Offences.  
- committee recommended approval for purchase of the Paytickets.ca solution program for Provincial Offences ticket payments in the amount of \$4,250.00 plus hst.
- 7.3 Request for Proposal for Municipal Insurance (19-AF-10).  
- committee recommended awarding the Request for Proposal for Municipal Insurance (19-AF-10) to Frank Cowan Company as represented by Gillon's Insurance Brokers Ltd. in the total amount of \$222,085.68 including tax.
- 7.4 Doug Brown, CAO - Purchase Card Expenses.  
- committee recommended approval of the purchase card expenses in the amount of \$120.49 as submitted by D. Brown, CAO for the period August 7th to September 6th, 2019.
- 7.5 Councillor Andrew Hallikas - AMO Conference.  
- committee recommended approving the Travel Expense and Per Diem claims in the amount of \$852.00 as submitted by Councillor Hallikas for his attendance at the AMO Conference in Ottawa from August 18 -21, 2019.

## **8. Non-agenda Items - no items identified**

## **9. Outstanding Items**

- 9.1 Request for Community Improvement Incentives (Belluz Concrete).  
- this item remains deferred to allow for additional information.

## **10. Information**

- 10.1 Fort Frances Fire & Rescue Service - August 2019 Report. - received as information.

## **11. Adjourn - 12:25 p.m. / Next Meeting Date - October 8, 2019**

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Executive Committee Chair

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D. Brown, CAO

**TO: Administration & Finance Executive Committee**

**FROM: Dawn Galusha, Treasurer**

**DATE: October 3, 2019**

**SUBJECT: Fort Frances Lakers Request for Dudley Hewitt Cup Sponsorship**

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#### **BACKGROUND**

At the September 23, 2019 Council Meeting, the Fort Frances Lakers' letter requesting financial support for the Dudley Hewitt Cup Junior 'A' Championship was referred to the Administration & Finance Executive Committee for recommendation with input from the Community Services Executive Committee.

The Dudley Hewitt Cup Junior 'A' Championship games will be held in Fort Frances from April 28 to May 2, 2020 at the Ice for Kids Arena. As indicated in the letter received from Milt Strachan and Larry Patrick, Co-Chairs of the 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship Committee, the tournament is comprised of the winners of the Superior International Junior Hockey League, the Northern Ontario Junior Hockey League and the Ontario Junior Hockey League together with the host team. The winner of the Dudley Hewitt Cup goes on to compete in the National Junior A Championship known as the Royal Bank Cup.

The Dudley Hewitt Committee has requested consideration of the following:

1. Waive any fees for ice rental from April 28- May 2 – Approximately \$3,771
2. Waive any fees for use of the conference rooms and auditorium – Approximately \$1,015
3. Partner with the Chamber of Commerce to decide on an equitable, economic relationship with the Chamber of Commerce on the management of Kiosks located in the IFK lobby
4. Use of the 52 Canadians rink surface to serve meals to Teams
5. Mayor's attendance at Opening Ceremonies
6. Town souvenirs/memorabilia for team grab bags



# **2020 Dudley-Hewitt Cup Tournament Committee 'Reach Out' to Mayor & Members of Council**

## **Preamble**

**The 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship will be held in Fort Frances, Ontario, on April 28 to May 2, 2020, at the Ice for Kids Arena.** The Fort Frances Lakers and the Dudley-Hewitt Cup Central Canadian Jr. A Championship Committee are proud to host Dudley-Hewitt Cup Central Canadian Jr. A Championship. It's a '**Golden Opportunity**' to showcase Fort Frances and its neighboring communities as 'Jewels of the North', more than capable of staging a significant event like the Dudley Hewitt Cup.

Not only is the Dudley Hewitt Cup a significant event and a sporting spectacle, it is an excellent opportunity for the Town of Fort Frances, and its neighboring communities to showcase the fabric of our communities and the vibrancy of its citizens. Visitors such as hockey dignitaries, scouts and parents will be coming to our northwestern community to watch hockey, but they will also explore and see what we are all about. Like a famous NHL sports icon, Bobby Hull, once said during one of the OFSSA Tournaments held in Fort Frances, in reference to Fort Frances, "Boy, Fort Frances, sure is a well-kept secret!" Our communities will shine once again during the 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship.

This is the third time the Dudley Hewitt Cup has come to our community. In 2002 the Couchiching First Nation Borderland Thunder hosted the Dudley-Hewitt Cup Central Canadian Jr. A Championship in Fort Frances, and in 2015 the Fort Frances Lakers staged a STELLAR Dudley-Hewitt Cup Central Canadian Jr. A Championship and lost in the final game by 1 goal to the Soo Thunderbirds.

**Make no mistake about it, the Fort Frances Lakers will be competitive in the 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship.**

## **What is the Dudley-Hewitt Cup**

The **Dudley-Hewitt Cup** is a championship hockey trophy, won by tournament, conducted by the Canadian Junior A Hockey League. It is named after George Dudley and W. A. Hewitt, two pioneers of amateur hockey in Ontario. The tournament is comprised of the winners of the Superior International Junior Hockey League (SIJHL), the Northern Ontario Junior Hockey League (NOJHL) and the Ontario Junior Hockey League (OJHL), together with the host team, the Fort Frances Lakers. The winner will move on to compete in the 2020 National Junior A Championship, the Royal Bank Cup.

The hockey games will showcase GREAT skills in the 'spirit' of competition within the rules of the Dudley Hewitt Cup.

## **2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship Committee**

The logistics to plan an event of this magnitude can be overwhelming, but with committed volunteers and supportive communities, it is very manageable. It goes without saying that anytime a significant event is being staged, volunteers are needed, and the 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship Committee is no exception. It is comprised of volunteers operating under the premise '**excellence of execution**'. New volunteers are ALWAYS welcomed!

# Correspondence to 'Mayor and Members of Council'

The Dudley-Hewitt Cup Central Canadian Jr. A Championship Co-Chairs, Milt Strachan, and Larry Patrick, are extending a one-time, all-inclusive request to Mayor and Council for all anticipated revenue sources of support and concessions that the Fort Frances Council and Mayor can provide. As well, we are asking Mayor and Council to pass a MOTION declaring the 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship as a significant event.

## Revenue Sources of Support

1. Waive any fees for ice time during the 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship. April 28 to May 2
2. Waive any fees for use of rooms, including the auditorium, during the 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship. April 28 to May 2
3. Partner with the Chamber of Commerce to decide on an equitable, economic relationship with the Chamber of Commerce on the management of Kiosks located in the Ice for Kids lobby. April 28 to May 2
4. Use of 52 Canadians rink surface to serve meals to 2020 Dudley-Hewitt Cup Teams
5. Mayor's attendance at Opening Ceremonies
6. Provide Town memorabilia for team grab bags.

Sincerely,

Co-Chairs, Milt Strachan and Larry Patrick

2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship Committee



**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Treasurer  
**DATE:** October 2, 2019  
**SUBJECT:** 357/358 Applications for Tax Adjustment  
Re: 1320 Emo Road (2019) Roll# 5912-010-006-05300-0000

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#### **BACKGROUND**

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2019 taxes for the period April 1, 2019 to December 31, 2019 for 1320 Emo Road. This is resulting from a demolition of a garage.

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 2019 was mailed to the applicant on September 27, 2019 indicating notification that the public hearing is scheduled for Tuesday, October 15, 2019.



Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: [town@fortfrances.ca](mailto:town@fortfrances.ca)  
[www.fortfrances.ca](http://www.fortfrances.ca)

September 27, 2019

Anthony Gosman & Tammy Thibault  
1320 Emo Road  
Fort Frances, ON P9A 2V5

To whom it may concern:

**Re: Hearing to Consider Section 357/358 Application**

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on Tuesday, October 15, 2019 in the Council Chambers located at the Civic Centre, 320 Portage Avenue, Fort Frances. The Committee of the Whole begins at 5:30 p.m.

The Council of the Town of Fort Frances will be conducting the hearing to consider 2019 Section 357/358 Applications, including the application with regard to your property located at 1320 Emo Road in Fort Frances.

The hearing will give you the opportunity to speak to the application (copy of application is enclosed) if you should so desire.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D Galusha', written over a light blue horizontal line.

Dawn Galusha, CPA, CGA  
Treasurer

Enc.

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

**MPAC's RESPONSE**

Owner name(s) : GOSMAN, ANTHONY GREG  
THIBAULT, TAMMY LYNN  
Roll number : 5912-010-006-05300-0000  
Property location : 1320 EMO RD  
Property description : RP-RR183 LOT 15 W PT LOT 16 PCL14332 PLAN 48R2637 PT PART  
1  
Municipality/Local taxing authority : FORT FRANCES TOWN  
Application number :  
Application reason : Demolition/Razed by Fire  
Received date : August 15, 2019  
Claim relief period : **From: April 01, 2019 - To: December 31, 2019**  
Taxation year : 2019

**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	161,824	166,000	162,868	163,912	164,956	166,000
<b>Total</b>	<b>161,824</b>	<b>166,000</b>	<b>162,868</b>	<b>163,912</b>	<b>164,956</b>	<b>166,000</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	147,201	151,000	148,151	149,101	150,050	151,000
<b>Total</b>	<b>147,201</b>	<b>151,000</b>	<b>148,151</b>	<b>149,101</b>	<b>150,050</b>	<b>151,000</b>

**MPAC Remarks**

MPAC confirmed demolition of garage and supplemental has been issued for new garage. Effective date of April 1/19 was keyed into system prior to receiving tax application and cannot be updated after supplemental processing - date on tax application is April 30th.

MPAC Representative:

Mark Cawston

Date:

August 30, 2019

Batch: HH09032019GOSM

Tax	Rate Code	Description	Levy Amount
PRT		Ed - English Public Res/Farm	-\$18.08
EP		Mun-English Public Res/Farm	-\$188.97
		Levy Total	-\$207.05

\*\*\* E N D O F R E P O R T \*\*\*

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

Application/Appeal #:

Taxation Year:

2019

Municipality:

TOWN OF FORT FRANCES

Roll Number:

59 - 12 - 010 - 006 - 053 - 00

Property Address:

1380 EMO RD

Applicant Name:

ANTHONY GOSMAN

Owner Name:

ANTHONY GOSMAN

Contact Number:

(807) 271-3249

Mailing Address:

1380 EMO RD

Alternative Number:

FF, ON

P9A2V5

Email Address:

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

☐

Ceases to be liable for tax at rate it was taxed – 357(1)(a)

☐

Became vacant or excess land – 357(1)(b)

☐

Became exempt – 357(1)(c)

☐

Sickness or extreme poverty – 357(1)(d.1)

☒

Razed by fire, demolition or otherwise – 357(1)(d)(i)

☐

Mobile unit removed – 357(1)(e)

☐

Damaged and substantially unusable – 357(1)(d)(ii)

☐

Gross or manifest clerical/factual error – 357(1)(f)

☐

Repairs/Reno's preventing normal use (min. 3 months) – 357(1)(g)

Details of Reason for s357, s358 or s359 application:

GARAGE TORN DOWN - TO BE REPLACED

Effective from:

04/30/19 to 12/31/19

Applicant Signature:

[Signature]

Date:

08/15/19

ASSESSMENT REPORT: MUNICIPALITY

TREASURER'S RECOMMENDATION TO COUNCIL

Assessment Roll  
As Returned

Revised Since  
Roll Return

☐

Enter Revisions Below

Assessment Report

School Bd:

☐

Eng

☐

Fr

☐

Other

☐ No Change in Assessment

☐ 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

R158

164,956

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

Recommended :

☐

No Adjustment

☐

Adjustment

☐

Cancellation

☐

Refund

Total Amount

Comments:

Treasury Position:

Signature:

Date:

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY):

☐

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:

**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Treasurer  
**DATE:** October 2, 2019  
**SUBJECT:** 357/358 Applications for Tax Adjustment  
Re: 251 Fourth Street W (2019) Roll# 5912-010-001-08900-0000

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#### **BACKGROUND**

Attached is the 357/358 Application for exemption of the 2019 taxes for the period April 30, 2019 to December 31, 2019 for 2019 taxes for 251 Fourth Street West because the property was purchased by a charitable corporation. Section 3(1)11 of the Assessment Act provides an exemption for, "Land owned, used and occupied by a non-profit philanthropic corporation for the purpose of a house of refuge, the reformation of offenders, the care of children or a similar purpose."

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 2019 was mailed to the applicant on September 27, 2019 indicating notification that the public hearing is scheduled for Tuesday, October 15, 2019.



Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: [town@fortfrances.ca](mailto:town@fortfrances.ca)  
[www.fortfrances.ca](http://www.fortfrances.ca)

September 27, 2019

Community Living Fort Frances and District  
P.O. Box 147  
Fort Frances, ON P9A 3M5

To whom it may concern:

**Re: Hearing to Consider Section 357/358 Application**

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on Tuesday, October 15, 2019 in the Council Chambers located at the Civic Centre, 320 Portage Avenue, Fort Frances. The Committee of the Whole begins at 5:30 p.m.

The Council of the Town of Fort Frances will be conducting the hearing to consider 2019 Section 357/358 Applications, including the application with regard to your property located at 251 Fourth Street West in Fort Frances.

The hearing will give you the opportunity to speak to the application (copy of application is enclosed) if you should so desire.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dawn Galusha'.

Dawn Galusha, CPA, CGA  
Treasurer

Enc.

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

### MPAC's RESPONSE

Owner name(s) COMMUNITY LIVING FORT FRANCES AND DISTRICT  
Roll number 5912-010-001-08900-0000  
Property location 251 FOURTH ST W  
Property description PLAN M74 BLK 10 LOT 1 PCL 5809  
Municipality/Local taxing authority FORT FRANCES TOWN

Application number  
Application reason Classification Change  
Received date July 18, 2019  
Claim relief period **From: April 30, 2019 - To: December 31, 2019**  
Taxation year 2019

#### 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	81,000	82,000	81,250	81,500	81,750	82,000
<b>Total</b>	<b>81,000</b>	<b>82,000</b>	<b>81,250</b>	<b>81,500</b>	<b>81,750</b>	<b>82,000</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 E -	81,684	82,000	81,763	81,842	81,921	82,000
<b>Total</b>	<b>81,684</b>	<b>82,000</b>	<b>81,763</b>	<b>81,842</b>	<b>81,921</b>	<b>82,000</b>

#### MPAC Remarks

Section 3(1)11 of the Assessment Act (the Act) provides an exemption for, "Land owned, used and occupied by a non-profit philanthropic corporation for the purpose of a house of refuge, the reformation of offenders, the care of children or a similar purpose... The requirements of section 3(1)11 have been met and the property is eligible for exemption effective April 30, 2019, the date of purchase of the property.

MPAC Representative:

Mark Cawston

Date:

August 21, 2019

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

Application/Amend #: \_\_\_\_\_

Taxation Year: 2019

Municipality: TOWN OF FORT FRANCES

Roll Number: 59-12-010-001-08900

Property Address: 261 FOURTH ST W

Applicant Name: FF DIST ASSOC FOR COMM SVCS

Owner Name: FF DIST ASSOC FOR COMM SVCS

Contact Number: \_\_\_\_\_

Mailing Address: Box 147

Alternative Number: \_\_\_\_\_

FORT FRANCES, ON P4A 3M5

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 A

CHARITABLE CORP.

Effective from: 04/30/19 to 12/31/19  
(MM/DD/YY)

Applicant Signature: Leann Jan

Date: 07/16/2019  
(MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY

TREASURER'S RECOMMENDATION TO COUNCIL

Assessment Roll  
As Returned

Revised Since  
Roll Return ☐

Enter Revisions Below

Assessment Report

School Bd: ☐ Eng ☐ Fr ☐ Other

☐ No Change in Assessment

☐ 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>RTEP</u>			<u>81,750</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

Recommended: ☐ No Adjustment

☐ Adjustment

☐ Cancellation

☐ Refund

Total Amount: \_\_\_\_\_

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

Treasury Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_/\_\_/\_\_

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY): \_\_/\_\_/\_\_

☐ 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: \_\_\_\_\_



Batch: HH08302019COMM

As Code	Description	Land Exempt Land	Improvements pt Improvements	Other Exempt Other	Total	Levy
General						
3 N	Exempt - NoSup	\$0	\$0	\$81,921	\$81,921	\$0.00
RTEP	Res/Farm Tx:Full - EPub	\$0	\$0	\$0		
		\$0	\$0	-\$81,750	-\$81,750	-\$1,015.79
		\$0	\$0	\$0		
Total General		\$0	\$0	\$171	\$171	-\$1,015.79
		\$0	\$0	\$0		
Report Total:						-\$1,015.79

**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Treasurer  
**DATE:** October 2, 2019  
**SUBJECT:** 357/358 Applications for Tax Adjustment  
Re: 504 Armit Ave (2019) Roll# 5912-020-002-15800-0000

---

#### **BACKGROUND**

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2019 taxes for 504 Armit Ave. This is resulting from a classification change due to renovations to the property to allow for a residential apartment within the property.

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 2019 was mailed to the applicant on September 27, 2019 indicating notification that the public hearing is scheduled for Tuesday, October 15, 2019.

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Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: [town@fortfrances.ca](mailto:town@fortfrances.ca)  
[www.fortfrances.ca](http://www.fortfrances.ca)

September 27, 2019

Donald Taylor  
504 Armit Avenue  
Fort Frances, ON P9A 2H7

To whom it may concern:

**Re: Hearing to Consider Section 357/358 Application**

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on Tuesday, October 15, 2019 in the Council Chambers located at the Civic Centre, 320 Portage Avenue, Fort Frances. The Committee of the Whole begins at 5:30 p.m.

The Council of the Town of Fort Frances will be conducting the hearing to consider 2019 Section 357/358 Applications, including the application with regard to your property located at 504 Armit Avenue in Fort Frances.

The hearing will give you the opportunity to speak to the application (copy of application is enclosed) if you should so desire.

Sincerely,

Dawn Galusha, CPA, CGA  
Treasurer

Enc.

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

### MPAC's RESPONSE

Owner name(s) TAYLOR, DONALD ANDREW  
Roll number 5912-020-002-15800-0000  
Property location 504 ARMIT AVE  
Property description PLAN SM105 LOT 2 PCL 2-2 SEC SM 105  
Municipality/Local taxing authority FORT FRANCES TOWN

Application number  
Application reason Classification Change  
Received date August 16, 2019  
Claim relief period From: January 01, 2019 - To: December 31, 2019  
Taxation year 2019

#### 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	71,000	77,000	72,500	74,000	75,500	77,000
<b>Total</b>	<b>71,000</b>	<b>77,000</b>	<b>72,500</b>	<b>74,000</b>	<b>75,500</b>	<b>77,000</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 COM C T	48,409	52,500	49,432	50,455	51,477	52,500
OWNR RU R T	24,085	24,500	24,189	24,293	24,396	24,500
<b>Total</b>	<b>72,494</b>	<b>77,000</b>	<b>73,621</b>	<b>74,748</b>	<b>75,873</b>	<b>77,000</b>

#### MPAC Remarks

MPAC has inspected the property and processed a year end update for renovations to the rear commercial unit converted to a residential apartment at RT.

MPAC Representative:

Mark Cawston

Date:

August 30, 2019

Batch: HH09302019TAY

Tax	Rate Code Description	Levy Amount
PORT	Education - Commercial Tx Full	-\$240.96
	Ed - English Public Res/Farm	\$39.28
MCT	Municipal - Commercial Tx Full	-\$775.44
MRTEP	Mun-English Public Res/Farm	\$410.49
	Levy Total	-\$566.63

\*\*\* E N D O F R E P O R T \*\*\*

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

Application/Appeal #:

Taxation Year:

2019

Municipality:

TOWN OF FORT FRANCES

Roll Number:

59-12-080-002-158-20

Property Address:

504 ARMIT AVE

Applicant Name:

DONALD TAYLOR

Owner Name:

DONALD TAYLOR

Contact Number:

807-874-8491

Mailing Address:

504 ARMIT AVE

Alternative Number:

FF ON KIA 247

Email Address:

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



Ceases to be liable for tax at rate it was taxed – 357(1)(a)



Became vacant or excess land – 357(1)(b)



Became exempt – 357(1)(c)



Sickness or extreme poverty – 357(1)(d.1)



Razed by fire, demolition or otherwise – 357(1)(d)(i)



Mobile unit removed – 357(1)(e)



Damaged and substantially unusable – 357(1)(d)(ii)



Gross or manifest clerical/factual error – 357(1)(f)



Repairs/Reno's preventing normal use (min. 3 months) – 357(1)(g)

Details of Reason for s357, s358 or s359 application:

RENOVATIONS TO PROPERTY TO ALLOW FOR A RESIDENTIAL APARTMENT WITHIN THIS PROPERTY.

Effective from: 01/01/19 to 12/31/19  
(MM/DD/YY)

Applicant Signature:

*[Signature]*

Date: 08/16/2019  
(MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY

TREASURER'S RECOMMENDATION TO COUNCIL

Assessment Roll  
As Returned

Revised Since  
Roll Return



Enter Revisions Below

Assessment Report

School Bd:



Eng



Fr



Other

☐ No Change in Assessment

☐ 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
CTN			73,500					

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

Recommended :



No Adjustment



Adjustment



Cancellation



Refund

Total Amount

Comments:

Treasury Position:

Signature:

Date: \_\_/\_\_/\_\_

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY): \_\_/\_\_/\_\_

☐ 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: \_\_\_\_\_

**TO: Administration & Finance Executive Committee**  
**FROM: Dawn Galusha, Treasurer**  
**DATE: October 2, 2019**  
**SUBJECT: Councillor Wendy Brunetta–NOMA Executive Meeting Per Diem**

---

**BACKGROUND**

Attached is a copy of the Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$240.00 for attendance at the NOMA Executive Meeting in Thunder Bay, on September 24-25, 2019 as submitted by Councillor Wendy Brunetta.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-E Schedule ‘A’.



Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: [town@fortfrances.ca](mailto:town@fortfrances.ca)  
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September 27, 2019

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2019

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Roll Number:

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(MM/DD/YY)

Applicant Signature: 

Date: 08/16/2019  
(MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY

TREASURER'S RECOMMENDATION TO COUNCIL

Assessment Roll  
As Returned

Revised Since  
Roll Return



Enter Revisions Below

Assessment Report

School Bd:



Eng



Fr



Other

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☐ S357 Required for Next Year

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Adjustment



Cancellation



Refund

Total Amount

Comments:

Treasury Position:

Signature:

Date: \_\_/\_\_/\_\_

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY): \_\_/\_\_/\_\_

☐ 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:

**TOWN OF FORT FRANCES**  
**General Fund (Operating) Summary**  
**For the Nine Months Ending Monday, September 30, 2019**

	Actual	Budget	Variance	% Variance
<b>CORPORATE</b>				
Municipal Tax Levy	(\$11,015,566.17)	(\$11,015,565.00)	\$1.17	100.00%
Education Tax Levy	(1,526,022.22)	(1,527,297.00)	(1,274.78)	99.92%
Supp/Omit Municipal Tax Levy	(39,481.09)	-	39,481.09	0.00%
Supp/Omit Education Tax Levy	(5,007.67)	-	5,007.67	0.00%
W/O Municipal	86,058.18	113,070.00	27,011.82	76.11%
W/O Education	48,194.32	21,007.00	(27,187.32)	229.42%
OMPF	(2,520,842.00)	(3,363,500.00)	(842,658.00)	74.95%
Payments-in-Lieu	(662,229.70)	(816,367.00)	(154,137.30)	81.12%
Mayor & Council	246,645.39	552,621.00	305,975.61	44.63%
Contribution to Reserves & Reserve Funds	-	1,550,917.00	1,550,917.00	0.00%
Long Term Debt	295,663.63	397,821.00	102,157.37	74.32%
Election	(100.00)	-	100.00	0.00%
Riverside Health Care/Dr Recruitment	68,000.00	68,000.00	-	100.00%
Clinic Financing Interest	-	6,000.00	6,000.00	0.00%
RR DSSAB	1,508,577.24	1,956,182.00	447,604.76	77.12%
Northwestern Health Unit	283,465.71	377,954.00	94,488.29	75.00%
Economic Development	56,359.27	168,068.00	111,708.73	33.53%
Travel Information Centre	11,544.76	4,006.00	(7,538.76)	288.19%
Solar Panel Project	(13,170.17)	(21,499.00)	(8,328.83)	61.26%
English Public School Board	957,833.32	1,259,780.00	301,946.68	76.03%
English Separate School Board	184,865.03	242,809.00	57,943.97	76.14%
French Public School Board	698.09	931.00	232.91	74.98%
French Separate School Board	2,077.75	2,770.00	692.25	75.01%
Total Corporate	(12,032,436.33)	(10,022,292.00)	2,010,144.33	120.06%
<b>ADMINISTRATION AND FINANCE</b>				
Other Unassigned Revenue	(215,415.96)	(337,093.00)	(121,677.04)	63.90%
Administration	208,857.85	312,047.00	103,189.15	66.93%
Admin Vehicle	1,622.32	3,864.00	2,241.68	41.99%
Municipal Buildings	3,988.28	6,410.00	2,421.72	62.22%
HR Department	74,296.94	83,000.00	8,703.06	89.51%
Clerk	131,723.87	211,029.00	79,305.13	62.42%
Treasury	244,536.62	372,057.00	127,520.38	65.73%
FFPC Administration	91,873.28	147,892.00	56,018.72	62.12%
IT Department	121,011.40	232,446.00	111,434.60	52.06%
Total Administration and Finance	662,494.60	1,031,652.00	369,157.40	64.22%
<b>EMERGENCY SERVICES</b>				
Emergency Services	689,922.66	1,034,747.00	344,824.34	66.68%
Emergency Measures	6,726.30	18,580.00	11,853.70	36.20%
911 Service	11,077.10	8,120.00	(2,957.10)	136.42%
Police Revenue	(21,199.95)	(22,800.00)	(1,600.05)	92.98%
Police Services Board	6,672.24	21,101.00	14,428.76	31.62%
Police Administration	1,647,602.79	2,306,656.00	659,053.21	71.43%
Total Emergency Services	2,340,801.14	3,366,404.00	1,025,602.86	69.53%
<b>COMMUNITY SERVICES</b>				
Sister Kennedy Centre	27,861.83	54,132.00	26,270.17	51.47%
Fort Frances Children's Complex	583.75	18,070.00	17,486.25	3.23%
Best Start Hub	(48,408.52)	-	48,408.52	0.00%
Day Care Resource Teachers	(24,427.13)	-	24,427.13	0.00%
Handi-Transit System	124,553.16	105,049.00	(19,504.16)	118.57%
Townshend Theatre	(8,876.00)	-	8,876.00	0.00%

**TOWN OF FORT FRANCES**  
**General Fund (Operating) Summary**  
**For the Nine Months Ending Monday, September 30, 2019**

	Actual	Budget	Variance	% Variance
Recreation Facilities	471,625.23	822,077.00	350,451.77	57.37%
Recreation Programs	33,561.92	154,502.00	120,940.08	21.72%
Community Services	86,264.98	141,996.00	55,731.02	60.75%
Sunny Cove Camp	20,005.39	29,765.00	9,759.61	67.21%
Fort Frances Public Library	397,084.89	497,448.00	100,363.11	79.82%
Museum	153,749.80	172,825.00	19,075.20	88.96%
Waterfront Development/Marina	49,357.04	38,703.00	(10,654.04)	127.53%
Total Community Services	1,282,936.34	2,034,567.00	751,630.66	63.06%

**OPERATIONS AND FACILITIES**

PW Administration	(150,266.85)	(230,693.00)	(80,426.15)	65.14%
PW Buildings & Yards	65,322.29	132,757.00	67,434.71	49.20%
Municipal Roads	997,568.27	1,507,015.00	509,446.73	66.19%
Public Parking Lots	6,899.42	16,867.00	9,967.58	40.90%
Sidewalks	123,915.82	143,123.00	19,207.18	86.58%
Private Works Charges	4,652.66	28,504.00	23,851.34	16.32%
Private Crossing Charges	45,150.36	32,654.00	(12,496.36)	138.27%
PW Vehicles	161,376.43	222,479.00	61,102.57	72.54%
PW Equipment	146,095.36	250,638.00	104,542.64	58.29%
PW Stores	68,960.38	75,501.00	6,540.62	91.34%
Traffic Signal Maintenance	5,603.43	11,135.00	5,531.57	50.32%
Streetlight Maintenance	35,736.51	109,710.00	73,973.49	32.57%
Garbage Collection	(133,933.05)	(230,431.00)	(96,497.95)	58.12%
Recycling Services	155,318.40	230,767.00	75,448.60	67.31%
Sanitary Landfill	(192,614.14)	(336.00)	192,278.14	57325.64%
Engineering	27,148.35	34,157.00	7,008.65	79.48%
Airport	(3,214.79)	(3,357.00)	(142.21)	95.76%
Airport Building Maintenance	31,552.84	45,856.00	14,303.16	68.81%
Airport Grounds Maintenance	44,995.30	59,323.00	14,327.70	75.85%
Parks & Cemeteries Maintenance	125,494.95	179,668.00	54,173.05	69.85%
Fort Frances Cemetery	68,850.42	142,012.00	73,161.58	48.48%
Riverview Cemetery	138,904.16	189,839.00	50,934.84	73.17%
Point Park	27,533.53	24,084.00	(3,449.53)	114.32%
Parks - Outdoor Facilities	255,075.57	269,707.00	14,631.43	94.58%
RLSquare	1,986.96	13,555.00	11,568.04	14.66%
Lions Millennium Park	2,705.94	12,995.00	10,289.06	20.82%
Total Operations and Facilities	2,060,818.52	3,267,529.00	1,206,710.48	63.07%

**PLANNING AND DEVELOPMENT**

Civic Centre	56,926.53	111,804.00	54,877.47	50.92%
By-Law Enforcement	92,136.06	145,491.00	53,354.94	63.33%
Animal Shelter	3,342.22	11,103.00	7,760.78	30.10%
Building Official	(75,278.19)	(1,481.00)	73,797.19	5082.93%
Planning & Zoning	11,069.03	55,223.00	44,153.97	20.04%
Total Planning and Development	88,195.65	322,140.00	233,944.35	27.38%
Sub-Total General Fund (Operating)	(5,597,190.08)	-	5,597,190.08	0.00%
TOTAL BUDGET- Revenue	(20,290,101.48)	(23,152,976.00)	(2,862,874.52)	87.63%
TOTAL BUDGET- Expenditures	14,692,911.40	23,152,976.00	8,460,064.60	63.46%
	(5,597,190.08)	-	5,597,190.08	0.00%

**TOWN OF FORT FRANCES**  
**Water and Sewer Fund (Operating) Summary**  
**For the Nine Months Ending Monday, September 30, 2019**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
Water and Sewer Fund				
WATER				
Waterworks Administration	(\$1,256,244.78)	(\$742,535.00)	\$513,709.78	169.18%
Water Treatment Plant	427,776.50	624,178.00	196,401.50	68.53%
Water Storage Facility	102,371.65	118,357.00	15,985.35	86.49%
	<u>(726,096.63)</u>		<u>726,096.63</u>	<u>0.00%</u>
SEWER				
Sanitary Sewer Administration	(1,329,207.69)	(727,460.00)	601,747.69	182.72%
Sewage Treatment Plant	420,547.02	727,460.00	306,912.98	57.81%
	<u>(908,660.67)</u>		<u>908,660.67</u>	<u>0.00%</u>