

TOWN OF FORT FRANCES

AGENDA - March 12, 2012

MEETING - Committee Room
(Session No. 51) 5:30 p.m. to 6:07 p.m.

Page

Call to Order

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

Disclosure of pecuniary interest and the general nature thereof.

In-Camera - 5:31 p.m. to 5:40 p.m.

4.1 Account Receivable in Arrears

Non-agenda in-camera items

Public Session Resumes in Council Chambers: 5:45 p.m.

Consent Agenda - 5:45 p.m. to 5:48 p.m.

- | | | |
|-----|---|-------|
| 7.1 | Review of the Draft Canadian Railway-Roadway Grade Crossing Standards dated January 10, 2012. | 3-19 |
| 7.2 | Oakwood Road to be Utilized as a Detour Road During July or August of 2012 during Closure of Hwy 602 from Oakwood to Bone Road. | 20-25 |

Administration and Finance Division - 5:48 p.m. to 5:55 p.m.

- | | | |
|-----|---|-------|
| 8.1 | Mayor Roy Avis - OGRA/ROMA Conference Travel and Per Diem. | 26-30 |
| 8.2 | Councillor John Albanese - OGRA/ROMA Conference Travel and Per Diem. | 31-36 |
| 8.3 | Councillor Rick Wiedenhoeft - OGRA/ROMA Conference Travel and Per Diem Claim. | 37-40 |
| 8.4 | Mark McCaig, CAO - OGRA/ROMA Conference Travel Claim. | 41-42 |

Administration and Finance Division - 5:48 p.m. to 5:55 p.m.

8.5	Federal Gas Tax and Federal Public Transit Audited Statements.	43-45
8.6	2011 Capital Financing (see attached materials).	46-61
8.7	2012 Tax Ratios.	62-64
8.8	P.O.A. Audited Statements for the Year Ending December 31, 2011.	65-72

General - 5:55 p.m. to 6:00 p.m.

9.1	2012 Conference Listing.	73
9.2	The NOMA annual conference is in Kenora on April 25th through 27th - should the regular Council Meeting on April 23rd need to be rescheduled?	

Information -

10.1	Council Remuneration and Expenses.	74-80
10.2	2011 Annual Report Town's Drinking Water System - DWS#220000978 - Large Municipal Residential and DWS#260060762 - Small Municipal Non-Residential System - Sunny Cove Camp Well Supply.	81-95
10.3	Complaint Register - January and February 2012 (see attached).	
10.4	Building Department Statistics Canada Report for the period February 1 to February 29, 2012.	96

Non-agenda Committee Items - 6:02 p.m.



March 7, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: Review of the Draft Canadian Railway-Roadway Grade Crossing Standards dated January 10, 2012

At the February 27, 2012 Council Meeting the email from Councilor Ken Perry, dated February 16, 2012 was referred to the Operations and Facilities Executive Committee for review and recommendations with input from the Community Services Executive Committee. (See attached email from Councilor Ken Perry).

Based on the information contained in the February 16, 2012 email from Councilor Perry, it appears that the motorist wait times at Public Grade Crossings is a major consideration that is to be reviewed.

In order to have a productive discussion at the next Operations & Facilities Executive Committee meeting scheduled for March 7, 2012, I have taken the liberty to attach the following information for your review prior to the meeting;

NOTE:
NOT included
with Council
package
for March 12/12
meeting
Day 3

- 1. Draft copy of the Canadian Railway-Roadway Grade Crossings Standards (CRRGCS) dated January 10, 2012.
- 2. Draft copy of the Railway-Roadway Grade Crossings (RRGC) Policy Document dated January 10, 2012.
3. Canadian Rail Operating Rules – Section – Operations of Movements –subsection 103 - Public Crossings at Grade & 103.1 Public Crossings at Grade with Warning Devices.
4. An Administration Report dated February 7, 2005 in regards to railway upgrades at the McIrvine Road Public Grade Crossing.
5. An email dated February 28, 2012 from George Bell, Community Services Manager

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

March 7, 2012
Date:

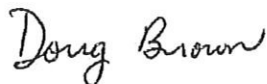
M. McCaig
M. McCaig, Administrator

Overall the proposed standards will ensure that all safety devices and features at public/private grade crossings with or without warning devices are installed, tested, inspected and maintained in an uniform manner across Canada in the future where the ultimate goal is to enhance safety at grade crossings. In regards to the wait time issue, based on my review of the draft CRRGC standards and RRGc policy, please review Subsection 38 of the RRGc policy (page13) outlining the proposed train operations at grade crossing and compare this section of the draft RRGc policy to the existing Canadian Operating Rules 103 & 103.1.

The Operations & Facilities Executive committee recommends the following;

- 1) That the draft copy of the Canadian Railway-Roadway Grade Crossing Standards and associated policy were reviewed in regards to wait times at public grade crossings and train operations where the proposed policy requirements as outlined on page 13 of the Railway-Roadway Grade Crossings (RRGC) policy will satisfy the needs of the community.
- 2) That once the draft copy of the Canadian Railway-Roadway Grade Crossings Standards (CRRGCS) and draft copy of the Railway-Roadway Grade Crossings (RRGC) Policy Document becomes law that the Town will meet these standards in accordance with the timelines outlined in the Standards.
- 3) That the Town's website will be up-dated to show how to properly report train operations that do not adhere to these standards once the draft (CRRGCS) & RRGc policy becomes law.

Respectfully Submitted
Operations & Facilities Division



Doug Brown, P. Eng.
Operations & Facilities Manager

Council approval of this report will ensure that the proposed Transport Canada – Canadian Railway-Roadway Grade Crossing Standards and Policy were reviewed and the following recommendations made:

- 1.) That the draft copy of the Canadian Railway-Roadway Grade Crossing Standards and associated policy were reviewed in regards to wait times at public grade crossings and train operations where the proposed policy requirements as outlined on page 13 of the Railway-Roadway Grade Crossings (RRGC) policy will satisfy the needs of the community.
- 2.) That once the draft copy of the Canadian Railway-Roadway Grade Crossings Standards (CRRGCS) and draft copy of the Railway-Roadway Grade Crossings (RRGC) Policy Document becomes law that the Town will meet these standards in accordance with the timelines outlined in the Standards.
- 3.) That the Town's website will be up-dated to show how to properly report train operations that do not adhere to these standards once the draft (CRRGCS) & RRGC policy becomes law.

2012Febrailwaygradecrossingstandards.doc

RECOMMENDED

MAR 08 2012

DIV. MNG.

Doug B...

EXECUTIVE COMM

R. Widenhoef

Agenda Item # 8.2



Ken Perry
<lakracer@yahoo.ca>

16/02/2012 10:14 PM

Please respond to
Ken Perry
<lakracer@yahoo.ca>

To "gtreftlin@fort-frances.com" <gtreftlin@fort-frances.com>

cc

bcc

Subject Re: Transport Canada Consultation Plan Railway-Roadway
Grade Crossing Regulations

Hello Glen. Please include this subject on the next agenda for COW. I understand that this plan calls for level crossing issues related to wait times and the probability that in the near future it is proposed that trains will be increased in length by as much as double their current length. This will further the wait times that we are currently experiencing. Regards Ken.

From: "gtreftlin@fort-frances.com" <gtreftlin@fort-frances.com>

To: ravis@fort-frances.com; jalbanese@nwhu.on.ca; hallikas@shaw.ca; gpryan70@hotmail.com; sharontibbs@shaw.ca; weedy@bell.net; lakracer@yahoo.ca; mmccaig@fort-frances.com; dbrown@fort-frances.com; rhallam@fort-frances.com

Cc: klawson@fort-frances.com; LoriPattison@Frances.net

Sent: Thursday, February 16, 2012 11:14:52 AM

Subject: Transport Canada Consultation Plan Railway-Roadway Grade Crossing Regulations

Hi folks:

Councillor Perry stopped by my office this morning inquiring about a consultation plan by Transport Canada re proposed changes to regulations as per the above. Apparently the consultation plan provides for public input until April 24th. Councillor Perry will be formally requesting that this matter be placed on the agenda for the February 27th meeting of council. I have printed out some information available at the web site and will attach to the agenda.

I am providing a link I used to access the plan on the TC web site:

<http://www.tc.gc.ca/eng/railsafety/railsafety-787.htm>

copy and paste the link into your web browser. I tried it and I can confirm that the link works.

Glenn

Glenn W. Treflin, AMCT

Town Clerk

Town of Fort Frances

Civic Centre

320 Portage Avenue, Fort Frances, ON P9A 3P9

ph. 807-274-5323, ext. 236, fax: 807-274-8479

email: gtreftlin@fort-frances.com

refer to operations and facilities
☒ OK *Executive Committee*
☐ Recommended *for recommendation*
☐ Includes my input
☐ Recommended as amended/with comment
☐ Not recommended
☐ Will Speak to this
☐ Other
Sub 22, 2012
Date: *M. McCaig*
M. McCaig, Administrator

35. For the purposes of section 23.1 of the Act in respect of the use of the whistle on railway equipment, the following requirements for the area are prescribed:

- (a) the grade crossings in the area and their road approaches must meet the requirements of section 16 of the CRRGCS;
- (b) whistling in the area is not required for a grade crossing that is outside the area;
- (c) there is no recurrent failure by drivers, pedestrians, cyclists, and persons using an assistive device to observe the grade crossing warning systems in the area; and
- (d) there is no recurrent unauthorized access to the line of railway in the area.

36. (1) Before a responsible authority allows the operation of railway equipment or road users over a grade crossing that has not been in use for a period of three years or more, the responsible authority must ensure that the grade crossing meets the standards set out in Parts B and C of the CRRGCS,

(2) The crossing angle, location and maximum gradient need to be altered to meet those standards in subsections (1) only insofar as practicable given the constraints of the grade crossing.

(3) If a grade crossing has not been in use for a period of less than three years, the responsible authority or beneficiary must, before it starts to operate railway equipment or allow road users to operate over the grade crossing, ensure that it meets the standards that would be applicable to it if it had remained in use, including any improvements that would apply because some of the alterations or operational changes referred to in section 11 have occurred during the period when the grade crossing was not in use.

(4) The responsible authority must take into account how the grade crossing is intended to be used in the first five years after resumption of use, including the peak forecast cross-product for those years.

37. Section 38 sets out the requirements with respect to train operations at grade crossings.

(RRGC Policy)

* **38.** (1) When a driver, a pedestrian, a cyclist, or a person using an assistive device requires passage over a public grade crossing, it is prohibited for a train, engine or other railway equipment, or any part of it,

- (a) to stand or switch on any part of the public grade crossing for a period longer than five minutes;
- (b) to obstruct the public grade crossing, or cause it to be obstructed, for a period longer than ten minutes;
- (c) to stand so as to cause the unnecessary operation of a grade crossing warning device;
- (d) to stand so as to unnecessarily interfere with the sightlines of a train approaching the public grade crossing on another track, notwithstanding CRRGCS section 8.6; and
- (e) to be left unattended while interfering with the sightlines of a train approaching the public grade crossing on another track.

(2) Employees of the railway company must clear any grade crossing when an emergency vehicle requires passage.

39. Sections 40 to 45 set out the requirements with respect to maintenance, testing and inspection standards at grade crossings.

40. A responsible authority and a beneficiary must ensure that their grade crossings, road approaches, grade crossing warning systems and their components, as well as traffic control devices and their components, and sightlines are maintained in accordance with the standards applicable to them, as determined under sections 29 to 38, as the case may be, and operate as intended.

41. (1) A railway company must ensure that the components of its grade crossing warning systems are tested and inspected in accordance with Part D of the CRRGCS.

(2) Every responsible authority must ensure that traffic control devices are tested and inspected in accordance with Part D of the CRRGCS.

(3) The testing and inspection required by this section must be conducted by qualified persons.

42. (1) Responsible authorities must ensure that the plans and forms required for the installation, maintenance, inspection and testing of grade crossing warning systems and traffic control devices meet Part D of the CRRGCS, and are legible, up to date, approved by a qualified person, and kept at the grade crossing or installation to which they relate.

43. (1) A responsible authority must ensure that a record of each maintenance, inspection and test of a grade crossing component is made and kept in accordance with the following:

(a) Part D of the CRRGCS;

(b) in the case of a scheduled maintenance, inspection or test, a record must be kept for at least two years from the date of the scheduled maintenance, inspection or test. If two years or more elapses between a maintenance, inspection or test, the records of the last two maintenances, inspections or tests must be kept;

(c) in the case of an unscheduled maintenance, inspection or test, a record, including the reason for the unscheduled maintenance, must be kept for at least two years from the date of the unscheduled maintenance, inspection or test; and

(d) the record in subsection (1) must include corrections or amendments to those records as deemed necessary and must be made readily available to a Railway Safety Inspector.

44. (1) A railway company must establish and implement instructions in respect of the maintenance, testing and inspection of its grade crossing components to be followed by persons responsible for the maintenance, inspection and testing of the components.

inform each movement, required to enter the occupied track, of the location of the unattended equipment.

102. EMERGENCY STOP PROTECTION

- (a) The crew of a movement stopping as a result of an emergency brake application, or other abnormal condition, which may cause an adjacent main track to be obstructed, must:
 - (i) immediately transmit a radio broadcast on the standby channel in the following manner:
“EMERGENCY, EMERGENCY, EMERGENCY, (movement) on (designated track), stopped (stopping) in emergency between mile _____ and mile _____ (subdivision)”;
 - (ii) as soon as possible, advise the RTC of the movement's emergency stop location, indicating whether adjacent tracks and tracks of other railways are liable to be obstructed;
 - (iii) repeat the emergency broadcast outlined in (i) at intervals not exceeding 90 seconds until advised by the RTC that all affected movements on other tracks have been secured, stopped or advised of the emergency stop, or it is known that adjacent tracks or tracks of other railways are safe and clear for movements;
 - (iv) if unable to comply with (i), (ii), (iii), the adjacent track must be protected as per Rule 35(b) EMERGENCY PROTECTION.
 - (v) When tracks of other railways may be obstructed the emergency radio broadcast must be transmitted on their standby channel if practicable.
- (b) Other movements must;
 - (i) stop at once if closely approaching the location stated in the emergency broadcast; or
 - (ii) stop prior to reaching the location stated in the emergency broadcast; and
 - (iii) after stop has been made, proceed prepared to stop short of an obstruction until it is known that the track is safe and clear.
- (c) The RTC must:
 - (i) immediately secure and advise affected movements on other tracks of the location of the movement in an emergency stop;
 - (ii) by use of a dedicated emergency communication system, alert the RTC controlling adjacent tracks of other railways liable to be obstructed, providing the location of the emergency stop; and
 - (iii) advise the crew of the movement involved in the emergency stop when all other affected movements have been advised of the condition.
- (d) Rule 102 is applicable to a movement operating on a main track that is adjacent to a siding where siding control territory rules (SCT) are applicable.

103. PUBLIC CROSSINGS AT GRADE

- (a) Where a railway track and a public road share the same roadbed and there is no fence or other barrier between them, moving rail cars not headed by an engine or when headed by a remotely controlled engine must be protected by

a crew member on the leading car or on the ground, in a position to warn persons standing on, or crossing, or about to cross the track.

- (b) When required by special instruction or when cars not headed by an engine, snow plow or other equipment equipped with a whistle and headlight, are moving over a public crossing at grade, a crew member must provide manual protection of the crossing until the crossing is fully occupied.

EXCEPTION: Manual protection of the crossing is not required provided the crossing is equipped with automatic warning devices and a crew member is on the leading car to warn persons standing on, or crossing, or about to cross the track. This exception does not modify the application of Rule 103.1 (a).

- (c) Crew members must not give vehicular traffic a hand signal to proceed over a crossing.
- (d) Except at those public crossings indicated in special instruction, no part of a movement may be allowed to stand on any part of a public crossing at grade, for a longer period than five (5) minutes, when vehicular or pedestrian traffic requires passage. Switching operations at such crossing must not obstruct vehicular or pedestrian traffic for a longer period than five (5) minutes at a time. When emergency vehicles require passage, employees must cooperate to quickly clear the involved crossings.
- (e) Equipment must not be left standing within 100 feet of the traveled portion of a public or private crossing at grade, except where it is necessary to leave such equipment for loading or unloading.
- (f) Before switching or operating a remote control locomotive over an unprotected public crossing at grade where the view of the crossing by the employee controlling the locomotive is obscured, arrangements must be made for a crew member or other rules qualified employee to be in position to observe the crossing and give signals and instructions to the employee controlling the locomotive as necessary.
- (g) When providing manual protection of a crossing, a crew member or other qualified employee must be on the ground ahead of the movement, in a position to stop vehicular and pedestrian traffic before entering the crossing. A hand signal by day and a light or a lighted fusee by night will be used to give a signal to stop vehicular and pedestrian traffic over such crossing. The movement must not enter the crossing until a signal to enter the crossing has been received from the employee providing the manual protection. When the crossing is known to be clear of traffic, and will remain clear until occupied, manual protection need not be provided.

103.1 PUBLIC CROSSINGS AT GRADE WITH WARNING DEVICES

- (a) When a movement passes over any public crossing at grade equipped with automatic warning devices, it will be necessary, before reversing over the crossing, for a crew member to provide manual protection of the crossing.
- (b) Unless otherwise directed by special instructions, a main track movement over a public crossing at grade, equipped with automatic warning devices, which;
 - (i) has stopped or is switching, on the main track in the vicinity of the crossing; or
 - (ii) is entering the main track in the vicinity of the crossing; or
 - (iii) has been authorized to pass a block or interlocking signal indicating Stop which is located within three hundred (300) feet of the crossing; must not exceed ten (10) MPH hour from a distance of three hundred (300) feet from the crossing until the crossing is fully occupied by the movement. In addition, unless manually protected, the crossing must not be occupied until the warning devices have been in operation for at least twenty (20) seconds.
Note to item (iii): At all other crossings within the block, movements must not exceed fifteen (15) MPH entering the crossing unless the warning devices are known to be operative for at least twenty (20) seconds prior to occupancy.
- (c) Unless otherwise directed by special instructions, a movement on non-main track over a public crossing at grade, equipped with automatic warning devices, must not exceed ten (10) miles per hour from a distance of three hundred (300) feet until the crossing is fully occupied.
Note: Not applicable on Subdivision Track.
- (d) At a public crossing at grade where special instructions require that warning devices be operated by pushbutton, or other appliances, or that movements stop at stop signs, movements affected must not foul the crossing until the warning devices have been operating for at least twenty (20) seconds. Pushbutton boxes must be closed and locked when not in use.
- (e) Equipment must not be allowed to stand so as to cause the unnecessary operation of warning devices.
- (f) When advised by special instructions that rusty rail or other conditions may exist, occupancy of crossings with automatic warning devices must be manually protected unless or until it is known that warning devices have been operating for at least twenty (20) seconds.
- (g) At crossings equipped with automatic warning devices indicated in special instructions, movements must not accelerate by more than five (5) MPH unless automatic warning devices are known to be operating for at least twenty (20) seconds.
- (h) Employees observing the improper operation of any automatic warning device must notify the RTC as soon as possible. The RTC must immediately notify those charged with repair and/or responsibility.

THE TOWN OF FORT FRANCES

February 07, 2005

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

Subject: Up-grades to McIrvine Road Railway Crossing

As you are aware several complaints have been received from the general public regarding lengthy delays at the McIrvine road railway crossing over the past year. The complaints have been forwarded to CNR for its consideration.

In order to improve the length of time vehicles are delayed at this crossing, CNR, at its expense has proposed improvements to the crossing warning system. See attached information from CNR. The improvements to the crossing warning system will result in more consistent warning time and increase speed of the trains over the crossing, which will result in reducing the length of time the crossing is obstructed by train movements. CNR requires the road authority (Town of Fort Frances) to accept the proposed works.

It is recommended by Operations and Facilities Executive Committee that the Town accept the up-grades to McIrvine Road crossing warning system as outlined in the CNR letter dated February 4th, 2005. Also that a representative from C.N.R. be invited to a council meeting to make a presentation to Council on all proposal upgrades to McIrvine Road Crossing Warning System.

Respectfully Submitted,
Operations & Facilities Division

Doug Brown

Doug Brown, P. Eng.
Operations & Facilities Manager

RECOMMENDED

FEB 09 2005

DIR. MNG. *Doug*

EXECUTIVE COMM

COUNCIL APPROVAL OF THIS REPORT WILL ENSURE THE FOLLOWING;

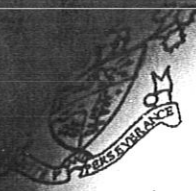
- That the up-grades to the McIrvine Road crossing warning system, as outlined in the C.N.R. letter dated February 4th, 2005 be accepted by the Town of Fort Frances.
- That these up-grades will reduce the length of time vehicles will be delayed at the McIrvine Road railway crossing.
- That a representative from C.N.R. be invited to a council meeting to make a presentation to Council on all proposal upgrades to McIrvine Road Crossing Warning System.

P:2005FebCNRupgrades.doc_s-h

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Feb 10/05
Date:

M. McCaig
M. McCaig, Administrator



TOWN OF FORT FRANCES
COUNCIL

Session No 005

Moved by [Signature]

Seconded by [Signature]

Resolution No. _____

Dated February 14, 2005

THAT the report dated February 7, 2005 from D. Brown, Manager Operations and Facilities re: Up-grades to McIrvine Road Railway Crossing be approved.

Carried _____ Mayor or
Acting Mayor

	Yea	Nay	Disclosure of Interest
D. Onichuk			
R. Avis			
T. Drysdale			
T. Hamilton			
S. Gilson			
N. Kabel			
R. Wiedenhoef			

D. Brown, Mgr
Operations and Facilities
Km LAWSON - G. Treftlin
ADMIN. ASSISTANT Clerk

Feb. 15, 2005

Mr. Treftlin has asked me to ask that you ensure confirmation of a mutually suitable date for a representative from CN's appearance before Council.

(c:\office\forms\coucnres.cls)



**Prairie Division
Engineering**

Canadian National
150 Pandora Avenue West
Engineering Administration Building
PO Box 2183
Winnipeg, MB, Canada R3C 3R5

**Division des Prairies
Ingénierie**

Canadien National
150, avenue Pandora ouest
Édifice de l'administration-Ingénierie
CP 2183
Winnipeg, MB, Canada R3C 3R5

Feb 4th, 2005

File: 4710-FTF-090.22

Mayor Dan Onichuk
Town of Fort Frances
320 Portage Avenue
Fort Frances, Ontario
P9A 3P9

Dear Mayor Onichuk;

**Re: Mclrvine Road Crossing CN Tracks at Mile 90.22, Ft Frances S/D
Fort Frances, Ontario**

In accordance with Section 8(1) of the Railway Safety Act, R.S.C. 1985, c.32 (4th Supplement), notice is hereby given to the effected Municipality that Canadian National Railways proposes to undertake crossing signal work on the approach circuits at Mclrvine Road, mile 90.22 of CN's Ft Frances Subdivision. The work will involve modifications to the existing crossing warning system consisting of:

- The addition of constant warning time devices on the maintrack to eliminate nuisance ringing and short warning times

Subsequent to the installation of the constant warning time devices the operating train speed on the maintrack over the Mclrvine Road will be increased from the current 20 mph to 40 mph. This increase in train speed will reduce train occupancy time and train/vehicle conflicts at this location. Costs associated with these improvements to the crossing warning system will be covered by CN.

Any person who considers that the safety of the person or person's property would be prejudiced by this proposed railway work may file, within sixty (60) days of the date of this Notice, an objection to the proposed railway work, setting out the reasons for the objection, with:

Michel L. Huart
System General Attorney
Canadian National Railway Company
Law Office, Floor 16
935 de La Gauchetiere Street West
Montreal, Quebec
H3B 2M9

With copy to:

The Office of the Minister of Transport
Transport Canada Building
Place de Ville, Tower "C"
21st Floor
Ottawa, Ontario
K1A 0N5

and

Randy Winkler
Manager Engineering Services
Canadian National Railway Company
150 Pandora Avenue West
Engineering Administration Building
PO Box 2183
Winnipeg, MB, Canada
R3C 3R5

Further information concerning this project may be obtained from Randy Domstad, CN's Public Works Officer, at 204- 235-2534.

Further to the above Notice, recent amendments to the Railway Safety Act, now allow parties to undertake proposed works within the 60 day notice period, provided there are no objections to the proposal. Due to the scheduling requirements for this project, it would be appreciated if you could return the attached form indicating your position by faxing to the undersigned at (204) 23502571.

Yours truly,

Randy G. Winkler, P.Eng.
Mgr Engineering Services

Encl.

cc: Scott Lee, Railway Signal Systems Inspector
Transport Canada – Rail Safety
4900 Young Street, 3rd Floor
North York, Ontario
M2N 6A5

Circuit plan PFF-90.22A attached.

cc: Michel L. Huart
System General Attorney
Canadian National Railways
P.O. Box 8100
Postal Station "A"
Montreal, Quebec
H3C 3E4

One copy of plan and notice enclosed

In regards to the attached notice of Railway Works dated, Feb 4th, 2005 modification to crossing warning system at McIrvine Road, mile 90.22 CN's Ft Frances S/D in Fort Frances, Ontario. The Town of Fort Frances has reviewed the proposal and concur with the installation of constant warning time device, the planned speed increase from 20 mph to 40 mph over the crossing, and scheduling as set out in the attached notice.

Name_____

Title _____

Date_____

Signature_____

George Bell/Frances


02/28/2012 03:51 PM

To Doug Brown/Frances@Frances

cc gpryan70@hotmail.com, jalbanses@nwhu.on.ca,
hallikas@shaw.ca

bcc

Subject Transport Canada Railroad Crossing Standards

History:  This message has been replied to.

Hi Doug

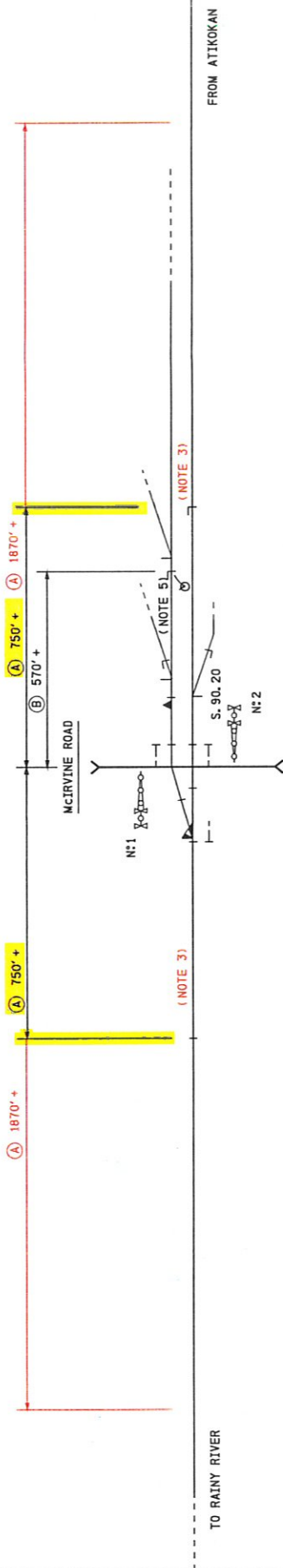
As you are aware council referred the aforementioned topic to O&F with input from CS on Monday night at their regular council meeting.

I just talked to Frank and he has indicated that McIrvine Road is not the primary response route and any changes in the standing train time limits will not effect their capability to respond to the north end. We also have the Victoria Rd railroad crossing agreement in place if required.

I hope this addresses any issues brought forward from the changes in the regulations.

Please advise

George

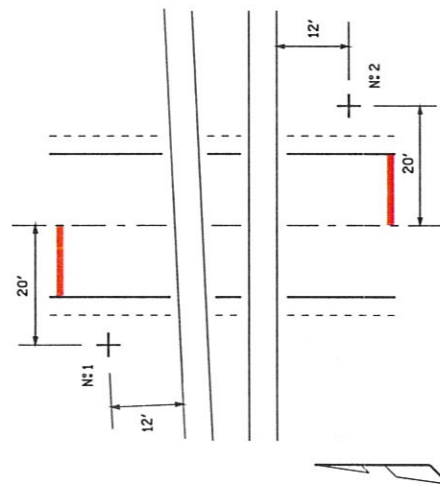


LOCATION PLAN
TRACK SCALE: 1 INCH = 200 FEET

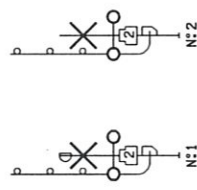
PROPOSED
DESIGN No. 5-7005
RED-IN - YELLOW-OUT
AS INSTALLED
DATE _____
BY _____

THIS PLAN COLOURED TO
SHOW CHANGES TO EXISTING
WARNING DEVICES INSTALLATION
RED - IN
YELLOW - OUT

- NOTES -
- 1- DESIGN SPEED (A) 40 M. P. H. (B) 15 M. P. H.
 - 2- CLEARANCE DISTANCE 45 FEET MAXIMUM.
 - 3- CONSTANT WARNING CONTROL APPROACH LENGTH PROVIDES FOR A 5 SECOND REACTION TIME IN THE CONSTANT WARNING EQUIPMENT.
 - 3- CUT-OUT CIRCUIT PROVIDED BY MOTION DETECTION EQUIPMENT.
 - 4- ▲ DENOTES DERAIL.
 - 5- CUT-OUT CIRCUIT WHEN DERAIL IN DERAILING POSITION.
 - 6- ○ CUT-OUT WHEN SIGNAL AT STOP.



DETAIL OF CROSSING
1 INCH=20 FEET



DETAIL OF WARNING DEVICES

PLAN PFF-90, 22 SUPERSEDED.

REVISION DATE 17 JANUARY 2005	REGION FORT FRANCES	SUB. MILE 90.22
	WARNING DEVICES MC RIVINE ROAD	
FORT FRANCES, ONT.		
PFF-90-22		
MONTREAL, QUE		
04 APRIL 1997		

MANAGER - SIGNAL DESIGN



March 6, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: Oakwood Road to be Utilized as a Detour Route During July or August of 2012 during the Closure of Hwy. 602 from Oakwood to Bone Road

Please find attached a letter dated March 5, 2012 from Engineering Northwest Ltd. (ENL) who is part of an engineering project team retained by the Ministry of Transportation to replace a culvert on Highway 602 during July or August of 2012. At this time ENL requires a resolution of Council to allow Oakwood Road to be utilized as a detour route during the installation of new modular type structure on Highway 602. It is estimated that it will take 2 to 3 weeks to complete this project. As Council is well aware Oakwood Road is considered a boundary road where there is a Boundary Road agreement in place between the Township of Alberton and the Town of Fort Frances. The center line of Oakwood road is considered a property line where the Town of Fort Frances owns the road allowance to the east of the center line and Alberton owns the road allowance to the west of the property line. ENL will be making a similar request to the Township of Alberton. Administration has no issue with the request and is considered a formality.

The Operations & Facilities Executive Committee grants the Ministry of Transportation permission to utilize the Town's portion of Oakwood Road between Colonization Road West and Highway 11 as a detour route in order to completely close Highway 602 between Bone Road and Oakwood Road for a 2 to 3 week period in July or August of 2012.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

March 7, 2012

Date:

M. McCaig
M. McCaig, Administrator

Respectfully Submitted
Operations & Facilities Division

Doug Brown

Doug Brown, P. Eng.
Operations & Facilities Manager

Council approval of this report will ensure the following;

- 1) That the letter dated March 5, 2012 from Dale Wiersema of Engineering Northwest Ltd was reviewed.
- 2) That permission is granted to the Ministry of Transportation to utilize the Town's portion of Oakwood Road between Colonization Road West and Highway 11 as a "detour route" in order completely close Highway 602 between Bone Road and Oakwood Road for a 2 to 3 week period in July or August of 2012.

2012MarOakwoodroadasdetourroute.doc

R. Wiedenhoft



Dale Wiersema
<DWiersema@enl-tbay.com>

03/05/2012 11:29 AM

To "Doug Brown (dbrown@fort-frances.com)"
<dbrown@fort-frances.com>
cc Kevin Briggs <KBriggs@enl-tbay.com>, "Murray, Philip"
<philip.murray@hatchmott.com>

bcc

Subject Rainy River Tributary Culvert Replacement - Proposed Hwy
602 Detour

History: This message has been forwarded.

Hi Doug,

Further to our earlier discussions on the replacement of the Rainy River Tributary Culvert and the requested detour route using Oakwood Road, attached please find a letter requesting Council Resolution as well as a map detailing the site location and proposed detour route. I understand that you don't have any concerns with this planned route, however as discussed, we require Council Resolution to satisfy Ministry requirements.

Can you please forward this request onto Glenn Treftlin, Town Clerk to process the required documentation.

Should you have any questions or require any additional information, please don't hesitate to contact me as indicated below.

Thanks,
Dale

DALE WIERSEMA, P.ENG.
Project Manager
ENGINEERING NORTHWEST LTD.
301-200 S. Syndicate
Thunder Bay, ON. P7E 1C9
Telephone: (807) 623-3449 ext 232
Fax: (807) 623-5925
Email: dwiersema@enl-tbay.com
Website: www.enl-tbay.com

This message, including any attachments, is privileged and may contain confidential information intended only for the person(s) named above. Any other distribution, copying or disclosure is strictly prohibited. If you are not the intended recipient or have received this message in error, please notify us immediately by reply email and permanently delete the original transmission from use, including any attachments, without making a copy.



Letter-Fort Frances-RainyRiverTributary-Detour.pdf Rainy detour including Oakwood.pdf



March 5, 2012

PN10064

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

Attention: Mr. Glenn Treftlin, Town Clerk

Dear Mr. Treftlin:

**Re: GWP 6938-10-00
Rainy River Tributary Culvert Replacement
Temporary Highway 602 Detour**

Engineering Northwest Ltd. (ENL) is part of the Hatch Mott MacDonald (HMM) project team retained by the Ministry of Transportation (MTO) to complete the detailed design and contract preparation for the replacement of the Rainy River Tributary culvert on Highway 602. The site is located approximately 350 m north of the intersection with Bone Road.

The Ministry is considering replacing this structural culvert with a new modular type structure, similar to that installed on Highway 602 this past summer at Wolf Creek (approximately 3 km south of the Highway 11/602 intersection in Emo). This type of replacement strategy greatly reduces the time of construction, however requires the highway to be closed at the site.

To accommodate the work at the Rainy River Tributary site, the Ministry is proposing a 2 - 3 week closure during July and/or August of 2012 to allow for the installation of the new structure while avoiding conflicts with school bus operations. Local traffic only will be permitted between Bone Road and Oakwood Road. Notices of the highway closure will be published in the Fort Frances Times as well as the local radio, and exact timing of the closure will be relayed onto the Township of Alberton, the Town of Fort Frances, as well as emergency service providers.

The purpose of this letter is request the approval of the Town of Fort Frances, in the form of a Council Resolution, to use their municipal roads of Oakwood Road as the posted detour route during the highway closure. We have attached a map of the area in question detailing the proposed detour route.

The Ministry has committed to make any repairs to the roads on the detour route resulting from the increased detour traffic. The Ministry or their representative will review the detour roadways with the Township prior to, as well as at the completion of construction to mutually agree on any repair work required.

Ministry of Transportation
GWP 6938-10-00, Hwy 602 – Rainy River Tributary Culvert
Temporary Detour
March 5, 2012

PN 10064
Page 2

We trust you will review our request favorably; however, should you have any questions, concerns, or require any additional information, please contact the undersigned at your convenience.

Yours very truly,

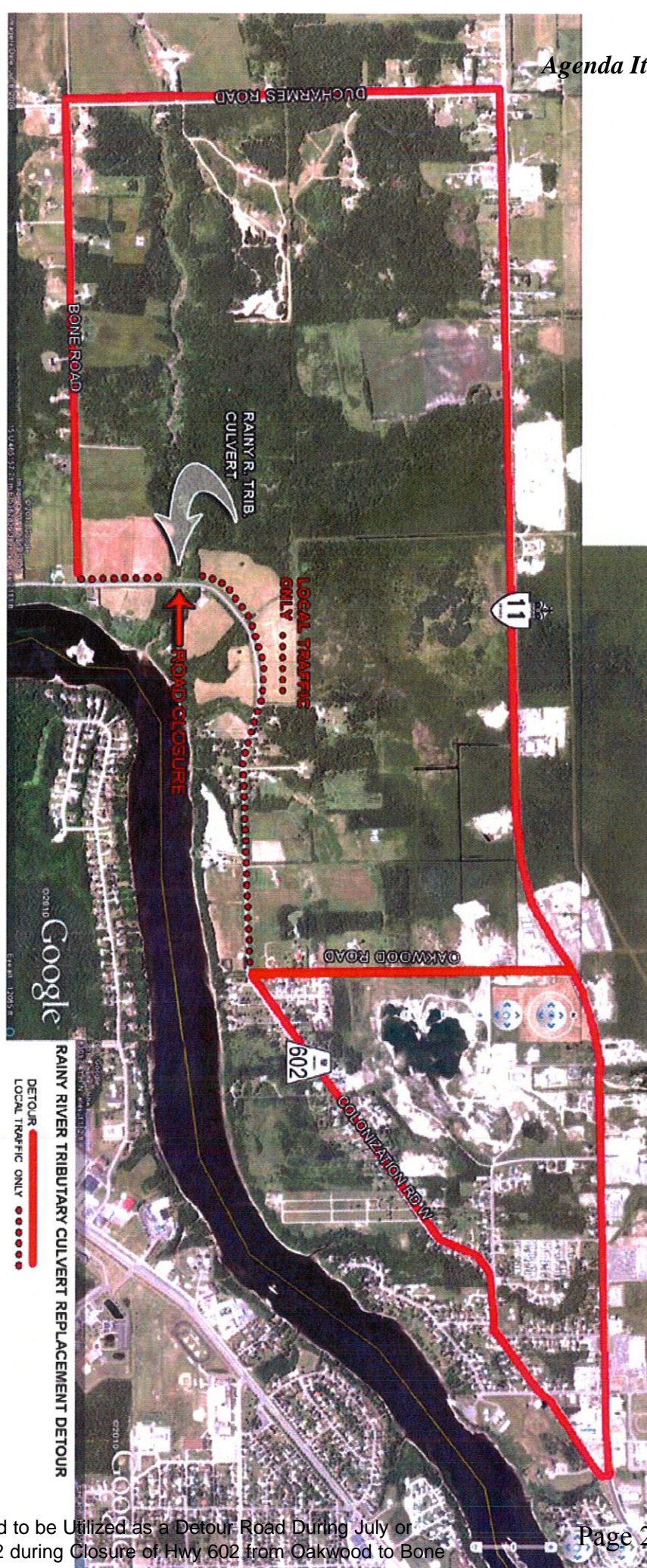
ENGINEERING NORTHWEST LTD.



Dale Wiersema, P.Eng.
Project Manager

Encl.

Cc	Philip Murray	HMM
	Rick Inman	MTO P&D
	Ray Krisciunas	MTO Structures





**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2012/30**



TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: March 5, 2012
SUBJECT: Mayor Roy Avis – OGRA/ROMA Conference Travel & Per Diem

BACKGROUND

Attached is a copy of Schedule “B” Travel Expense Statement claim in the amount of \$936.55 and Travel Statement – Mayor /Council Honorarium claim in the total amount of \$600.00 in regard to travel and attendance at the OGRA/ROMA Conference held in Toronto February 26 to 29, 2012 as submitted by Mayor Roy Avis.

Conference Expenses

1. Meals	\$231.00
2. Air Fare	560.30
3. Ground Transportation	21.25
4. Own Vehicle Gas	124.00
5. Per Diem (4 days)	<u>600.00</u>
Total Per Diem & Travel Claims	<u>\$1,536.55</u>

The hotel Accommodations of \$661.05 and registration fee of \$510.00 was paid by the Town resulting in the total cost of \$2,707.60 to attend the OGRA/ROMA Conference as authorised by Council.

The per diem claim is in compliance with the Town of Fort Frances Travel Policy No. 3.11 Schedule “A” 1., 2. and 4.b) vi) and By-Law No. 02/10 4.4.

RECOMMENDATION

Administration recommends approval of the Travel and Per Diem claims in the total amount of \$1,536.55 for attendance at the OGRA/ROMA Conference held in Toronto February 26 to 29, 2012 as submitted by Mayor Roy Avis.

Council Approval of this Report Will Agree to Administration’s recommendation to approve the per diem and travel claims for Mayor Roy Avis in the amount of \$1,536.55 to attend the OGRA/ROMA Conference held in Toronto from February 26 to 29, 2012 as outlined in this report.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Mayor Roy Avis - OGRA/ROMA Conference Travel and Per Diem.

Date:

M. McCaig, Administrator

**TOWN OF FORT FRANCES - SCHEDULE "B" Agenda Item # 8.1 ...
TRAVEL EXPENSE STATEMENT**

1.	Attendee	Roy Avis							
2.	Conference/Seminar Attended	OGRA / ROMA							
	Location (Facility and City)	TORONTO ROYAL YORK							
	Dates	Feb 26, 27, 28, 29							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation	Paid on Town Credit Card							
	Transportation				47.70	76.20			124.00
	Breakfast		15.00	15.00	15.00				45.00
	Lunch	16.00	20.00	20.00	20.00				76.00
	Dinner	35.00	—	40.00	35.00				110.00
	Per Diem								
	Other FARE								566.30
	Ground Transportation (8.50 + 12.75)								21.25
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
5.	Town Used Vehicle	Yes	No	Reason					Total
	Mileage Claimed	KM x \$0.45 =							
6.	Approved					Total Expenses	936.55	915.30	
						Advance Received			
						Balance Claimed		936.55	
						Balance Refunded			

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB – a valid and detailed receipt must accompany hotel Visa slips.

Date MARCH 5 2012 Employee Signature [Signature]

Date _____ Supervisor Signature _____

Date _____ Division Manager Signature _____

Date	Treasurer	A / P	Cashier

PETRO-CANADA
 1720 KENASTON BLVD
 WINNIPEG
 MANITOBA R3T2X5
 2044896309
 GST #: 869240630
 P.S.T. #616450-1
 PC0850701:3882701
 2012-03-02 16:09
 PUMP 02
 REGULAR L 40.454
 PRICE/L \$ 1.179
 FUEL SALES \$ 47.70*
 TOTAL OWED \$ 47.70
 TOTAL PAID
 CREDIT CARD \$ 47.70
 * GST INCL. \$ 2.27
 AMEX *****4007
 INVOICE 992254
 AUTH 18
 SURVEY! EARN POINTS
 & CHANCE TO WIN GAS
 1-866-826-7779 OR
 PETRO-CANADA.CA/HERO

Safeway
 417 Scott Street
 Fort Frances, ON,
 P9A1H3
 STORE NO: 574

XXXXXXXXXXXX6745
 Visa ***
 Appr # 000433
 Seq # 409001001011
 Terminal # V0574CRN
 Trans : Purchase
 Res Code : 001 - 00
 APPROVED
 Inv # 90036091
 03/04/2012 13:59:43
 Pump # 8-REG
 Vol : 51.481 L
 Price/L : \$1.241
 Total : \$75.30

Fuel Includes:
 GST/HST(13.0%): \$8.78
 GST/HST #: 119347572

You Saved
 5 Cents Per Litre
 LET US HEAR FROM YOU!
 1-800-723-3929 OR VISIT
 SAFEWAY.CA

THANK YOU
 ASK FOR OUR SPECIALS !

FARE#: 1130 DATE: 8/5/0
 CAB NO.: AMOUNT \$: 85.00
 DRIVER'S NAME:
 FROM:
 TO:
 NOTE: AMOUNT SHOWN ABOVE INCLUDES G.S.T.
 Driver is an Independent Contractor, any G.S.T. Input Credit may be
 claimed as "NOTIONAL" or applied to DRIVER'S Registration
 Number, not CO-OP CABS.

RECEIPT

416-322-3800
 DATE: AMT. 12.75
 FROM:
 TO:
 DRIVER'S NAME: Patrick GST#
 CAB# 154
 FARE INCLUDES GST
 THANK YOU

TOWN OF FORT FRANCES - SCHEDULE "E"
TRAVEL WAIVER OF LIABILITY FORM

The Town of Fort Frances carries "Non-Owned Automobile" coverage for liability only. This coverage is for the situation where a liability claim exceeds the vehicle owner's liability insurance and does not include coverage for damages to the individual's vehicle.

Therefore, the undersigned acknowledges that:

- They have read and understood the above particularly with regards to insurance.
- The Town and its insurers will not be responsible for any damages, claims, deductibles or expenses (other than mileage or fuel costs as provided for in the Travel Policy) resulting from the use of one's own vehicle other than that provided for by the Non-Owned Automobile coverage.
- The Town will not be responsible for any additional insurance cost resulting from any claim(s) submitted to an individual's insurers.


Name (Please Print) <i>Roy Avis</i>	Signature 
Approved	Date <i>FEBRUARY 25 2012</i>

TOWN OF FORT FRANCES - SCHEDULE "F"
TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM

Attendee	Roy Avis
Conference / Seminar Attended	OGRA Roma
Location	Toronto Ont
Dates	FEB 26, 27, 28, 29

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	FEB 27	FEB 28	FEB 29				FEB 26	
Amount	150 -	150 -	150 -				150 -	600 -

Name (Please Print)	Signature
Roy Avis	
Approved	Date

To be submitted to Payroll for processing when approved by Council



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2012/27**



TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: March 2, 2012
SUBJECT: Councillor John Albanese – OGRA/ROMA Conference Travel & Per Diem

BACKGROUND

Attached is a copy of Schedule “B” Travel Expense Statement claim in the amount of \$1,256.80 and Travel Statement – Mayor /Council Honorarium claim in the total amount of \$600.00 in regard to travel and attendance at the OGRA/ROMA Conference held in Toronto February 26 to 29, 2012 as submitted by Councillor John Albanese.

Conference Expenses

1. Meals	\$236.00
2. Hotel Accommodations	661.05
3. Airport Parking	35.75
4. Mileage to Thunder Bay (return)	324.00
5. Per Diem (4 days)	<u>600.00</u>
Total Per Diem & Travel Claims	<u>\$1,856.80</u>

The registration fee of \$510.00 and airline flight of \$560.30 was paid by the Town resulting in the total cost of \$2,927.10 to attend the OGRA/ROMA Conference as authorized by Council.

The per diem claim is in compliance with the Town of Fort Frances Travel Policy No. 3.11 Schedule “A” 1., 2. and 4.b) vi) and By-Law No. 02/10 4.4.

RECOMMENDATION

Administration recommends approval of the Travel and Per Diem claims in the total amount of \$1,856.80 for attendance at the OGRA/ROMA Conference held in Toronto February 26 to 29, 2012 as submitted by Councillor John Albanese.

Council Approval of this Report Will Agree to Administration’s recommendation to approve the per diem and travel claims for Councillor John Albanese in the amount of \$1,856.80 to attend the OGRA/ROMA Conference held in Toronto from February 26 to 29, 2012 as outlined in this report.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Councillor John Albanese - OGRA/ROMA Conference Travel and Per Diem.

Date:

M. McCaig, Administrator

TOWN OF FORT FRANCES - SCHEDULE "B"
TRAVEL EXPENSE STATEMENT

1. Attendee	JOHN ALBANESE							
2. Conference/Seminar Attended	"Bridging the gap" ROMA OGRA Conf.							
Location (Facility and City)	Fairmont, Royal York Hotel Toronto Ontario							
Dates	February 26-27-28-29 - 2012							
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation	\$220.35	\$220.35	\$220.35					661.05
Transportation								
Breakfast		15-	15-	15-				45-
Lunch	26	20-	20-	20-				76-
Dinner	40	-	40-	35-				115-
Per Diem								
Other Airport Parking								35.75
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
5. Town Used Vehicle	Yes	No <input checked="" type="checkbox"/>	Reason in use by other					Total
Mileage Claimed	720 KM x \$0.45 = \$324.00							\$324.00
6. Approved					Total Expenses	JW 1,256.80		1,141.80
					Advance Received			
					Balance Claimed			
					Balance Refunded	JW 1,256.80		1,141.80

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB - a valid and detailed receipt must accompany hotel Visa slips.

Date March 1st, 2012

Employee Signature John Albanese

Date _____

Supervisor Signature _____

Date _____

Division Manager Signature _____

Date	Treasurer	A / P	Cashier
------	-----------	-------	---------



100 Front Street W
Toronto, ON, Canada M5J 1E3
T (416) 368-2511 F (416) 368-2884
G.S.T. Registration # 832522213

Ontario Good Roads Association
Mr John Albanese
320 Portage Avenue
Fort Frances ON P9A 3P5
Canada

Room : 06110
Folio # : 1603472
Cashier # : 8523
Page # : 1 of 1

Group Name ROMA/OGRA 2012 Combined Confere

Invoice No.

Arrival : 02-26-12
Departure : 02-29-12

Date	Description	Additional Information	Charges	Credits
02-26-12	Room Charge		195.00	
02-26-12	HST - Rooms		25.35	
02-27-12	Room Charge		195.00	
02-27-12	HST - Rooms		25.35	
02-28-12	Room Charge		195.00	
02-28-12	HST - Rooms		25.35	
02-29-12	Mastercard	XXXXXXXXXXXX2687 XX/XX		661.05
Total			661.05	661.05
Balance Due			0.00	

GST Summary

Room : 0.00
F&B : 0.00
Other : 0.00
Total : 0.00

HST Summary

Room : 76.05
F&B : 0.00
Other : 0.00
Total : 76.05

Thank you for choosing Fairmont Hotels & Resorts.

To provide feedback about your stay please contact Heather McCrory, General Manager, at Heather.McCroryGM@Fairmont.com.
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com.

For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from :
United States or Canada 1 800 441 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)
I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat.) credit to my account. (At participating hotels.)

AEROPORT INTERNATIONAL
THUNDER BAY
INTERNATIONAL AIRPORT
www.tbairport.on.ca
**** TICKET ****
LANE/VOIE: West 1 Pay Station

Entered/Arrivee:
2012/02/26 12:45

Ticket/Billet#: 38438736
Dur/Duree: 76:00:12
Paid On/Paye Le:
2012/02/29 16:45

Paid/Paye: \$ 35.75
Original Fee: \$ 35.75
HST: \$ 4.11

Change: \$ 4.25

SC: \$ 0.00

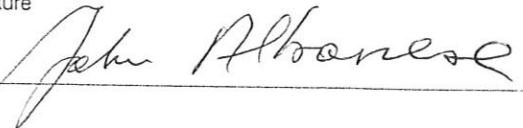
Merchant ID: 00351395

**TOWN OF FORT FRANCES - SCHEDULE "E"
TRAVEL WAIVER OF LIABILITY FORM**

The Town of Fort Frances carries "Non-Owned Automobile" coverage for liability only. This coverage is for the situation where a liability claim exceeds the vehicle owner's liability insurance and does not include coverage for damages to the individual's vehicle.

Therefore, the undersigned acknowledges that:

- They have read and understood the above particularly with regards to insurance.
- The Town and its insurers will not be responsible for any damages, claims, deductibles or expenses (other than mileage or fuel costs as provided for in the Travel Policy) resulting from the use of one's own vehicle other than that provided for by the Non-Owned Automobile coverage.
- The Town will not be responsible for any additional insurance cost resulting from any claim(s) submitted to an individual's insurers.

Name (Please Print)	Signature
JOHN ALBANESE	
Approved	Date

**Town of Fort Frances
Travel Statement - Mayor/Council Honorarium**

Attendee JOHN ALBANESE

Conference/Seminar Attended "Bridging the gap" ROMA/OGRA Conf.

Location Fairmont Royal York Hotel Toronto Ont.

Dates February 26-27-28-29 - 2012

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	Feb. 27	Feb. 28	Feb. 29				Feb. 26	
Amount	\$150 -	\$150 -	\$150 -				\$150 -	\$600 =

Submitted by: John Albanese

Date: March 13th 2012

Approved by: _____

Date: _____

To be submitted to Payroll for processing when approved by Council

or Payroll

Pay period _____



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2012/26**



TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: March 2, 2012
SUBJECT: Councillor Rick Wiedenhoeft –OGRA/ROMA Conference Travel & Per Diem Claim

BACKGROUND

Attached is a copy of Schedule “B” Travel Expense Statement claim in the amount of \$897.05 and Travel Statement – Mayor /Council Honorarium claim in the total amount of \$600.00 in regard to travel and attendance at the OGRA/ROMA Conference held in Toronto February 26 to 29, 2012 as submitted by Councillor Rick Wiedenhoeft.

Conference Expenses

1. Meals	\$236.00
2. Hotel Accommodations	661.05
3. Per Diem (4 days)	<u>600.00</u>
Total Per Diem & Travel Claims	<u>\$1,497.05</u>

The registration fee of \$510.00 and airline flight of \$560.30 was paid by the Town resulting in the total cost of \$2,567.35 to attend the OGRA/ROMA Conference as authorized by Council.

The per diem claim is in compliance with the Town of Fort Frances Travel Policy No. 3.11 Schedule “A” 1., 2. and By-Law No. 02/10 Schedule ‘A’ 4.4.

RECOMMENDATION

Administration recommends approval of the Travel and Per Diem claims in the total amount of \$1,497.05 for attendance at the OGRA/ROMA Conference held in Toronto February 26 to 29, 2012 as submitted by Councillor Rick Wiedenhoeft.

Council Approval of this Report Will Agree to the Administration’s recommendation to approve the per diem and travel claims for Councillor Rick Wiedenhoeft in the amount of \$1,497.05 to attend the OGRA/ROMA Conference held in Toronto from February 26 to 29, 2012 as outlined in this report.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Councillor Rick Wiedenhoeft - OGRA/ROMA Conference Travel and Per Diem Claim.

Date:

M. McCaig, Administrator

TOWN OF FORT FRANCES - SCHEDULE "B" Agenda Item # 8.3 ...
TRAVEL EXPENSE STATEMENT

1.	Attendee	<i>Rick WIEDENHOEFT.</i>							
2.	Conference/Seminar Attended	<i>ROMA / OGRA</i>							
	Location (Facility and City)	<i>Royal York in Toronto.</i>							
	Dates	<i>Sunday Feb 26 - Wednesday Feb 29, 2012</i>							

3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation	<i>220.35</i>	<i>220.35</i>	<i>220.35</i>					<i>661.05</i>
	Transportation								
	Breakfast		<i>15.00</i>	<i>15.00</i>	<i>15.00</i>				<i>45.00</i>
	Lunch	<i>16.00</i>	<i>20.00</i>	<i>20.00</i>	<i>20.00</i>				<i>76.00</i>
	Dinner	<i>40.00</i>	<i>—</i>	<i>40.00</i>	<i>35.00</i>				<i>115.00</i>
	Per Diem								
	Other								

4.	Prepaid Expenses	Registration	Air Travel	Other	Total

5.	Town Used Vehicle	Yes	<input checked="" type="radio"/> No	Reason	Total
	Mileage Claimed	<i>KM x \$0.45 = N.A.</i>			

6.	Approved	Total Expenses	<i>\$897.05</i>
		Advance Received	
		Balance Claimed	<i>\$897.05</i>
		Balance Refunded	

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB – a valid and detailed receipt must accompany hotel Visa slips.

Monday March 5, 2012
 Date

R. Wiedenhoef
 Employee Signature

 Date

 Supervisor Signature

 Date

 Division Manager Signature

Date	Treasurer	A / P	Cashier



100 Front Street W
 Toronto, ON, Canada M5J 1E3
 T (416) 368-2511 F (416) 368-2884
 G.S.T. Registration # 832522213

Ontario Good Roads Association
 Mr Rick Wiedenhoeft
 320 Portage Ave
 Fort Frances ON P9A 3G9
 Canada

Room : 11112
 Folio # :
 Cashier # : 1599
 Page # : 1 of 1

Group Name ROMA/OGRA 2012 Combined Conference

Invoice No.

Arrival : 02-26-12
 Departure : 02-29-12

Date	Description	Additional Information	Charges	Credits
02-26-12	Room Charge		195.00	
02-26-12	HST - Rooms		25.35	
02-27-12	Room Charge		195.00	
02-27-12	HST - Rooms		25.35	
02-28-12	Room Charge		195.00	
02-28-12	HST - Rooms		25.35	
Total			661.05	0.00

Balance Due 661.05

GST Summary

Room : 0.00
 F&B : 0.00
 Other : 0.00
 Total : 0.00

HST Summary

Room : 76.05
 F&B : 0.00
 Other : 0.00
 Total : 76.05

Thank you for choosing Fairmont Hotels & Resorts.

To provide feedback about your stay please contact Heather McCrory, General Manager, at Heather.McCroryGM@Fairmont.com.

We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com.

For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from:
 United States or Canada 1 800 441 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (16.00% per annum.)
 I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat.) credit to my account. (At participating hotels.)

Town of Fort Frances
Travel Statement - Mayor/Council Honorarium

Attendee Rick Wiedenhoef
Conference/Seminar Attended ROMA / OGRA
Location Toronto
Dates Sunday Feb 26 - Wed. Feb 29, 2012

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	Feb 27	Feb 28	Feb 29				Feb 26	
Amount	150.00	150.00	150.00				150.00	600.00

Submitted by: R. Wiedenhoef

Date: Monday March 5, 2012

Approved by: _____

Date: _____

To be submitted to Payroll for processing when approved by Council

or Payroll
Pay period _____



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2012/29**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: March 5, 2012
SUBJECT: Mark McCaig, CAO – OGRA/ROMA Conference Travel Claim



BACKGROUND

Attached is a copy of Schedule "B" Travel Expense Statement claim in the amount of \$335.00 in regard to travel and attendance at the OGRA/ROMA Conference held in Toronto February 26 to 29, 2012 as submitted by Mark McCaig, CAO.

Conference Expenses

1. Meals	\$295.00
3. Per Diem (4 days)	<u>40.00</u>
Total Per Diem & Travel Claims	<u>\$335.00</u>

The travel claim is in compliance with the Town of Fort Frances Travel Policy No. 3.11 Schedule "A" 1., 2.

RECOMMENDATION

Administration recommends approval of the travel claim in the total amount of \$335.00 for attendance at the OGRA/ROMA Conference held in Toronto February 26 to 29, 2012 as submitted by Mark McCaig, CAO.

Council Approval of this Report Will Agree to the Administration's recommendation to approve the travel claim for Mark McCaig, CAO in the amount of \$335.00 to attend the OGRA/ROMA Conference held in Toronto from February 26 to 29, 2012 as outlined in this report.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Date: March 7, 2012 Mark McCaig
M. McCaig, Administrator

**TOWN OF FORT FRANCES - SCHEDULE "A" ~~Agenda Item # 8.4 ...~~
TRAVEL EXPENSE STATEMENT**

1.	Attendee	<i>MARK MCCAIG</i>							
2.	Conference/Seminar Attended	<i>ROMA 10GRA</i>							
	Location (Facility and City)	<i>TORONTO, ROYAL YORK HOTEL</i>							
	Dates	<i>FEB 26, 27, 28, 29.</i>							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation								
	Transportation								
	Breakfast	<i>15.00</i>	<i>15.00</i>	<i>15.00</i>	<i>15.00</i>				<i>60.00</i>
	Lunch	<i>20.00</i>	<i>20.00</i>	<i>20.00</i>	<i>20.00</i>				<i>80.00</i>
	Dinner	<i>40.00</i>	<i>40.00</i>	<i>40.00</i>	<i>35.00</i>				<i>155.00</i>
	Per Diem	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>				<i>40.00</i>
	Other								
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
5.	Town Used Vehicle	Yes	No	Reason					Total
	Mileage Claimed	KM x \$0.45 =							
6.	Approved								
		Total Expenses							<i>335.00</i>
		Advance Received							
		Balance Claimed							<i>335.00</i>
		Balance Refunded							

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB – a valid and detailed receipt must accompany hotel Visa slips.

MAR. 5 / 12
Date

Mark McCaig
Employee Signature

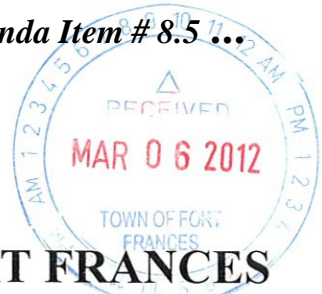
Date

Supervisor Signature

Date

Division Manager Signature

Date	Treasurer	A / P	Cashier



TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2012/28

TO: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: March 6, 2012

SUBJECT: Federal Gas Tax & Federal Public Transit Audited Statements

BACKGROUND

Sections 7.1 a to g, 7.2 and 8 of the Municipal Funding Agreement for the transfer of Federal Gas Tax Revenues under the New Deal for Cities and Communities requires that an annual audit statement be submitted to AMO on or before March 31st each year.

Attached is the Federal Gas Tax Revenues audited compliance report for the year ended December 31, 2011 as provided by BDO Canada LLP as per funding agreement requirements, along with their invoice in the amount of \$1,725.00 plus HST.

RECOMMENDATION

Administration recommends that Council accepts the Federal Gas Tax Revenues Auditor's Report of Compliance with Agreement for the year ended December 31, 2011 as prepared by BDO Canada LLP and further that their invoice in the amount of \$1,725.00 plus HST be forwarded for payment.

Council Approval of This Report Will Approve acceptance of the Federal Gas Tax Revenues Auditor's Report on Compliance with Agreement for the year ended December 31, 2011 and further that Invoice #87041077 for audited services be paid.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

March 7, 2012

Date:

M. McCaig, Administrator



Tel: 807 274 9848
Fax: 807 274 5142
www.bdo.ca

Agenda Item # 8.5 ...
BDO Canada LLP
375 Scott Street
Fort Frances ON P9A 1H1 Canada

Auditor's Report on Compliance with Agreement

To the Association of Municipalities of Ontario (AMO)

We have audited the Town of Fort Frances's compliance as at December 31, 2011, with the criteria established in Sections 3.1, 5.1, 5.4, 6.2, 6.5 to 6.9, 7.1 a to g, 7.2, 8.1 to 8.3, 9.1, 9.2 and 10.2 of the Municipal Funding Agreement for the Transfer of Federal Gas Tax Revenues Under the New Deal for Cities and Communities with the Association of Municipalities of Ontario dated November 24, 2005, and the amending Agreement dated March 8, 2010. Compliance with the criteria established in the Agreement are the responsibility of the Municipality's management. Our responsibility is to express an opinion on this compliance based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the Town of Fort Frances complied with the criteria established in the Agreement referred to above. Such an audit includes examining, on a test basis, evidence supporting compliance with the Agreement, and where applicable, assessing the accounting principles used and significant estimates made by management.

In our opinion, as at December 31, 2011, the Town of Fort Frances is in compliance, in all material respects, with the criteria established and described in Sections 3.1, 5.1, 5.4, 6.2, 6.5 to 6.9, 7.1 a to g, 7.2, 8.1 to 8.3, 9.1, 9.2 and 10.2 of the Municipal Funding Agreement for the Transfer of Federal Gas Tax Revenues Under the New Deal for Cities and Communities with the Association of Municipalities of Ontario dated November 24, 2005, and the amending Agreement dated March 8, 2010.

BDO CANADA LLP

Chartered Accountants, Licensed Public Accountants

Fort Frances, Ontario
March 1, 2012



Tel: 807 274 9848
Fax: 807 274 5142
www.bdo.ca

BDO Canada LLP
375 Scott Street
Fort Frances ON P9A 1H1 Canada

Agenda Item # 8.5 ...

March 6, 2012

Town of Fort Frances
320 Portage Avenue
Fort Frances ON P9A 3P9

Attention: Mr. Mark McCaig

BDO is pleased to offer you
electronic bill payment
For more information, visit:
www.bdo.ca/electronic-payment

Invoice	87041077
Electronic Banking Account No.	151360322599
HST Registration No.	R131585366

For Professional Services

Audit of compliance for the year ended December 31, 2011, with criteria established in Sections 3.1, 5.1, 5.4, 6.2, 6.5 to 6.9, 7.1 a to g, 7.2, 8.1 to 8.3, 9.1, 9.2 and 10.2 of the Municipal Funding Agreement for the Transfer of Federal Gas Tax Revenues under the New Deal for Cities and Communities with the Association of Municipalities of Ontario dated November 24, 2005, and the amending agreement dated March 8, 2010.

Reporting to you on the same.

	\$1,725.00
HST	224.25
Total	<u>\$1,949.25</u>

Please make cheques payable
To:
BDO Canada LLP

Accounts are due when rendered
Interest at 1.00% per month (12.00% per annum) will be charged on accounts over 30 days
1825-KFF3035-3



TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURER'S REPORT 2012/25



TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: March 2, 2012
SUBJECT: 2011 Capital Financing

BACKGROUND

The 2011 Capital Budget in total was \$3,739,974 with intended financing of \$1,619,993 from the Corporate Reserve Funds (\$703,427), Federal Gas Tax Reserve Funds (\$497,612) and Water & Sewer Reserve Funds (\$418,954). Council also approved the Fire Department CBRN Project additional financing (\$36,680) on May 24/11, and Library additional building expenses (\$3,907.28) on December 11/11.

The Financial Statement for the Capital Fund, Schedule #1 includes all transactions to date. The Capital Projects – Reserve Fund Actual Requirements to December 31, 2011, Schedule #2, shows that \$62,511.45 is required to finance the balance of the projects/purchases for 2011 as well as a Contribution from the General Revenue Fund for Distributed Salaries/Wages in the amount of \$1,712.75 for the Waste management capital project as follows:

	<u>Reserve Fund</u>	<u>General Revenue Fund</u>
Civic Centre HVAC System	\$59,273.09 Corporate Buildings	
Streetlight Pole Replacement	\$ 188.56 Corporate Projects	
Landfill Site Bldg & Weigh Scales	\$	\$1,712.75
Waterfront Dock Repairs	\$ 2,106.49 Corporate Projects	
Children's Complex - Desk	\$ 725.38 Corporate Projects	
Library Building Contract Adj.	\$ 217.93 Library Building	
	<u>\$62,511.45</u>	<u>\$1,712.75</u>

RECOMMENDATION

Administration recommends that Council approve the additional Reserve Fund allocation to fund the remaining Capital expenditures in the amount of \$62,511.45 from Reserve Funds as indicated on Schedule #2 and allocate a contribution from the General Revenue Fund in the amount of \$1,712.75 to provide for salaries/wages distributed to the Waste Management capital project.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Council Approval of This Report Will approve the recommendation to allocate Contributions to Capital from the General Revenue Fund in the amount of \$1,712.75 and \$ 62,511.45 from Reserve Funds to finance 2011 Capital Fund expenditures outlined in this report and summarized as follows:

Library Building Reserve Fund	\$ 217.93
Corporate Building Reserve Fund	\$59,273.09
Corporate Projects Reserve Fund	<u>\$ 3,020.43</u>
	<u>\$62,511.45</u>

Schedule #1

**Town of Fort Frances
Capital Fund Budget vs Actual
as at December 31, 2011**

		Actual to Date	2011 Budget	Variance
Administration				
C-110-0490-0952	Contribution from Reserve Funds	(721.02)	(800.00)	(78.98)
C-140-0490-0952	Contribution from Reserve Funds	(27,277.28)	(35,000.00)	(7,722.72)
C-110-9109-0000	Sustainable Project Computer	721.02	800.00	78.98
C-140-9109-0000	Computer/Network Upgrades	13,132.61	20,000.00	6,867.39
C-140-9217-0000	Mail Folder/Stuffer Machine	14,144.67	15,000.00	855.33
	Total Revenue	(27,998.30)	(35,800.00)	(7,801.70)
	Total Expenditures	27,998.30	35,800.00	7,801.70
	TOTAL ADMINISTRATION	-	-	-
CIVIC CENTRE				
C-150-0490-0952	Contribution from Reserve Funds	(30,000.00)	(30,000.00)	-
C-1500490-00490	OPA Grant	(5,520.00)	-	5,520.00
C-150-9233-0000	HVAC Systems Remedial Work	94,793.09	30,000.00	(64,793.09)
	Total Revenue	(35,520.00)	(30,000.00)	5,520.00
	Total Expenditures	94,793.09	30,000.00	(64,793.09)
	TOTAL CIVIC CENTRE	59,273.09	-	(59,273.09)
EMERGENCY SERVICES				
C-211-0490-0400	Federal Grant	(45,783.12)	-	45,783.12
C-211-0490-0952	Contribution from Reserve Funds	(46,800.86)	(12,475.00)	34,325.86
C-211-0490-0954	Contribution from Revenue Fund	(14,228.39)	-	14,228.39
C-211-9122-0000	Breathing Apparatus	-	11,000.00	11,000.00
C-211-9123-1471	GIS	1,017.75	1,475.00	457.25
C-211-9237-0000	CBRM Response Project	91,566.23	-	(91,566.23)
C-211-9239-1431	Fire Fighting Tools/Equipment	14,228.39	-	(14,228.39)
	Total Revenue	(106,812.37)	(12,475.00)	94,337.37
	Total Expenditures	106,812.37	12,475.00	(94,337.37)
	TOTAL EMERGENCY SERVICES	(0.00)	-	0.00
PUBLIC WORKS				
<u>Transportation</u>				
C-310-0490-0406	AMO Federal Gas Tax	(497,119.06)	-	497,119.06
C-310-0490-0952/321	Contribution from Reserve Funds	(152,463.06)	(349,667.00)	(197,203.94)
C-313-0490-0400/C3	Federal Gas Tax Reserve	(233,378.14)	(497,612.00)	(264,233.86)
C-310-1620-5390	Transfer to FGT Reserve Fund	497,119.06	-	(497,119.06)
C-310-9105-1471	Small Equipment Purchases	5,424.47	8,000.00	2,575.53
C-310-9127-1471	Staff Coffee Room Upgrade/Enlargement	-	15,000.00	15,000.00
C-313-9110-1523	Upgrades to Portage Pumping Station	-	266,667.00	266,667.00
C-313-9212-1110/11	Fifth Street Surface Treatment	-	-	-
C-313-9222-1523	Surface Treatment-Osborne-Christie to Armit	61,099.23	23,000.00	(38,099.23)

**Town of Fort Frances
Capital Fund Budget vs Actual
as at December 31, 2011**

		Actual to Date	2011 Budget	Variance
C-313-9223-1523	Third St E-Portage to Mowat Roads	121,771.92	187,945.00	66,173.08
C-320-9166-1110-15	BioMass Sidewalks			-
C-320-9223-1523	Third St E-Portage to Mowat Sidewalks	50,506.99	44,635.00	(5,871.99)
C-333-9133-1471	Two Half Ton Trucks	55,990.88	75,000.00	19,009.12
C-334-9107-1471	Backhoe/Loader	397.91	130,000.00	129,602.09
C-334-9211-1471	Brush Cutting Attachment		-	-
C-345-9135-1471	Pole Replacement	5,188.56	5,000.00	(188.56)
C-351-9128-1523	Recycling Storage Upgrade		-	-
C-350-9224-1523/11	Lift Weight Scale & Landfill Site Building	19,068.77	20,000.00	931.23
C-360-9123-1471	GIS Equipment & Mapping	1,488.06	9,012.00	7,523.94
C-360-9221-1523	Engineering-Front St-E of Crowe-S. of Scott St	23,384.16	44,000.00	20,615.84
C-360-9223-1523	Engineering-Third St E-Portage to Mowat	43,421.56	19,020.00	(24,401.56)
	<u>Airport</u>			
C-390-0490-0400	Federal Grant	(350,961.60)	(572,520.00)	(221,558.40)
C-390-0490-0952	Contribution from Reserve Funds	(17,000.00)	(25,000.00)	(8,000.00)
C-390-9157-1471	Replace John Deere Pull behind Lawn Mower	17,000.00	25,000.00	8,000.00
C-390-9228-1471	Perimeter Fencing around Runways	350,961.60	572,520.00	221,558.40
	<u>Parks</u>			
C-580-0490-0952/C-	Contribution from Reserve Funds	(46,013.80)	(50,570.00)	(4,556.20)
C-586-0430-0632	Lions Millennium Park- Donations	(3,400.00)	-	3,400.00
C-580-9105-1471	Small Equipment Replacement	2,476.15	5,000.00	2,523.85
C-580-9109-1471	Hand Held Portable PC	773.07	2,000.00	1,226.93
C-580-9157-1471	Replace Riding Tractors	20,348.98	23,570.00	3,221.02
C-585-9108-1471	Dock Repairs	22,106.49	20,000.00	(2,106.49)
C-586-9232-1523	Lions Park Contracted Works	5,815.60		(5,815.60)
C-586-1620-5390	Transfer to Reserve Fund			-
	Total Revenue	(1,300,335.66)	(1,495,369.00)	(195,033.34)
	Total Expenditures	1,304,343.46	1,495,369.00	191,025.54
	TOTAL PUBLIC WORKS	4,007.80	-	(4,007.80)
	FORT FRANCES CHILDREN'S COMPLEX			
C-641-0490-0436	Health & Safety Grant (DSSAB)	(9,033.52)	-	9,033.52
C-641-0490-0952	Contribution from Reserve Funds	(800.00)	(800.00)	-
C-641-9105-0000	Small Capital Purchases	2,696.65	-	(2,696.65)
C-641-9106-0000	Health & Safety	6,336.87	-	(6,336.87)
C-641-9132-1471	Desk	1,525.38	800.00	(725.38)
	Total Revenue	(9,833.52)	(800.00)	9,033.52
	Total Expenditures	10,558.90	800.00	(9,758.90)

**Town of Fort Frances
Capital Fund Budget vs Actual
as at December 31, 2011**

		Actual to Date	2011 Budget	Variance
	TOTAL FFCC	725.38	-	(725.38)
	SISTER KENNEDY CENTRE			
C-622-0490-0448	Provincial Grant	(3,686.36)	(2,200.00)	1,486.36
C-622-0490-0952	Contribution from Reserve Funds	-	(2,500.00)	(2,500.00)
C-622-9105-0000	Small Capital Purchases	1,937.51	-	(1,937.51)
C-622-9108-1523	Centre Upgrades	1,748.85	4,700.00	2,951.15
	Total Revenue	(3,686.36)	(4,700.00)	(1,013.64)
	Total Expenditures	3,686.36	4,700.00	1,013.64
	TOTAL SKC	-	-	-
	HANDI-VAN			
C-653-0490-0952	Contribution from Reserve Funds	(2,409.27)	(90,000.00)	(87,590.73)
C-653-9133-0000	Handicapped Van Replacement	2,409.27	90,000.00	87,590.73
	Total Revenue	(2,409.27)	(90,000.00)	(87,590.73)
	Total Expenditures	2,409.27	90,000.00	87,590.73
	TOTAL HANDI-VAN	-	-	-
	MSC/Recreation			
C-722-0490-0952/C7	Contribution from Reserve Funds	(69,030.80)	(74,400.00)	(5,369.20)
C-740-04300632	Donations	(1,200.00)		1,200.00
C-740-0490-0412	Provincial Grant	(24,443.57)	(24,445.00)	(1.43)
C-740-0490-0437	Kiwanis Club Grant	(8,200.00)	-	8,200.00
C-740-0490-0952	Contribution from Reserve Funds	(1,486.59)	-	1,486.59
C-722-9121-0000	York Compressor Replacement	50,835.14	50,000.00	(835.14)
C-722-9132-0000	Auditorium Tables & Chairs	2,478.05	2,500.00	21.95
C-722-9220-0000	Surveillance Cameras	5,655.00	6,400.00	745.00
C-722-9227-1471	First Aid Actars	2,080.11	2,500.00	419.89
C-722-9235-0000	Railing in Ice for Kids Stands	7,982.50	8,000.00	17.50
C-740-9105-0000	Sunny Cove Camp Small Equipment	8,975.85	5,000.00	(3,975.85)
C-740-9108-1523	Sunny Cove Camp Repairs (2010 Carryover)	26,354.31	24,445.00	(1,909.31)
	Total Revenue	(104,360.96)	(98,845.00)	5,515.96
	Total Expenditures	104,360.96	98,845.00	(5,515.96)
	TOTAL MSC	-	-	-
	LIBRARY			
C-781-0490-0400	Federal Grant (CAPP)	(3,757.00)	-	3,757.00
C-781-0490-0952	Contribution from Reserve Funds	(3,907.28)	-	3,907.28
C-781-9109-0000	Computer Equipment	3,757.00	-	(3,757.00)
C-781-9165-1471	New Library-Materials	3,907.28	-	(3,907.28)
C-781-9165-1527	New Library-Contracted Services	217.93	-	(217.93)
	Total Revenue	(7,664.28)	-	7,664.28

**Town of Fort Frances
Capital Fund Budget vs Actual
as at December 31, 2011**

		Actual to Date	2011 Budget	Variance
	Total Expenditures	7,882.21	-	(7,882.21)
	TOTAL LIBRARY	217.93	-	(217.93)
	MUSEUM			
C-791-0490-0412	Provincial Grant	(800.00)	-	800.00
C-791-0490-0632	Donations	(4,503.25)		4,503.25
C-791-9107-0000	Equipment Replacement (Camera)	5,303.25	-	(5,303.25)
	Total Revenue	(5,303.25)	-	5,303.25
	Total Expenditures	5,303.25	-	(5,303.25)
	TOTAL MUSEUM	-	-	-
	PLANNING & DEVELOPMENT			
C-271-0490-0952/C-	Contribution from Reserve Funds	(27,213.99)	(32,215.00)	(5,001.01)
C-271-9133-0000	By-Law Half-Ton Replacement	25,700.71	30,000.00	4,299.29
C-815-9123-1471	GIS Expense	1,513.28	2,215.00	701.72
	Total Revenue	(27,213.99)	(32,215.00)	(5,001.01)
	Total Expenditures	27,213.99	32,215.00	5,001.01
	TOTAL PLANNING & DEVELOPMENT	-	-	-
	SOLAR PANEL PROJECT			
C-830-0490-0952	Contribution from Reserve Funds	(276,266.73)		
C-830-9225-1523	Contacted Works	276,266.73	-	(276,266.73)
	Total Revenue	(276,266.73)	-	-
	Total Expenditures	276,266.73	-	(276,266.73)
	TOTAL SOLAR PANEL PROJECT	-	-	(276,266.73)
	SANITARY SEWER			
C-410-0490-0952	Contribution from Reserve Funds	(193,389.48)	(418,954.00)	(225,564.52)
C-410-0490-0954	Contribution from Revenue Funds	(448,982.00)	(448,982.00)	-
C-410-9105-1471	Sanitary Sewer Small Tools	6,836.87	10,000.00	3,163.13
C-410-9123-1471	GIS Equipment & Mapping	2,624.46	2,458.00	(166.46)
C-410-9133-0000	Replace 1/2 Ton Truck	28,596.80	34,500.00	5,903.20
C-410-9138-1523	Sanitary Manholes	53,139.18	50,000.00	(3,139.18)
C-410-9144-1523	Upgrades to Portage Ave Storm Sewer	4,731.85	133,334.00	128,602.15
C-410-9179-1523	Infiltration & Inflow Study	165,522.48	100,000.00	(65,522.48)
C-410-9223-1523	Third St E-Portage Ave to Mowat Ave	368,560.59	537,644.00	169,083.41
C-410-9238-1523	Geo/Engineering Contracted Works	12,359.25	-	(12,359.25)
	Total Revenue	(642,371.48)	(867,936.00)	(225,564.52)
	Total Expenditures	642,371.48	867,936.00	225,564.52
	TOTAL SANITARY SEWER	-	-	-
	SEWAGE TREATMENT PLANT			

**Town of Fort Frances
Capital Fund Budget vs Actual
as at December 31, 2011**

		Actual to Date	2011 Budget	Variance
C-413-0490-0954	Contribution from Revenue Fund	(134,237.24)	(164,000.00)	(29,762.76)
C-413-9103-1471	STP Pump Replacement - Materials	-	-	-
C-413-9105-1471	Small Miscellaneous Capital	83,735.98	119,000.00	35,264.02
C-413-9105-1523	Small Miscellaneous Capital - Contracted Works	13,771.49	-	(13,771.49)
C-413-9178-1471	Collector Chain Replacement	36,729.77	45,000.00	8,270.23
	Total Revenue	(134,237.24)	(164,000.00)	(29,762.76)
	Total Expenditures	134,237.24	164,000.00	29,762.76
	TOTAL STP	-	-	-
WATERWORKS ADMINISTRATION				
C-961-0490-0589	Expense Recovery	(104,509.13)	0	104,509.13
C-961-0490-0954	Contribution from Revenue Fund	(568,088.71)	(710,834.00)	(142,745.29)
C-961-9105-1471	Miscellaneous Tools/Equipment	17,342.09	20,000.00	2,657.91
C-961-9123-1471	GIS Equipment & Mapping	2,975.48	4,915.00	1,939.52
C-961-9133-0000	Replace 1/2 Ton	24,440.63	34,500.00	10,059.37
C-961-9223-1523	Third St. E.-Portage Ave to Mowat Ave	375,283.82	476,419.00	101,135.18
C-961-9226-1523	East of Butler Ave-Church St to Front St	77,054.07	100,000.00	22,945.93
C-961-9234-1523	Sixth St E-Portage Ave to McKenzie Ave	66,823.57	75,000.00	8,176.43
C-961-9236-1523	8th St -York to East - Contracted Works	89,129.66	-	(89,129.66)
C-961-9238-1523	Geo/Engineering Contracted Works	19,548.52	-	(19,548.52)
	Total Revenue	(672,597.84)	(710,834.00)	(38,236.16)
	Total Expenditures	672,597.84	710,834.00	38,236.16
	TOTAL WATERWORKS ADMIN	-	-	(0.00)
WATER TREATMENT PLANT				
C-965-0490-0954	Contribution from Revenue Fund	(132,046.44)	(197,000.00)	(64,953.56)
C-965-9105-1471	Misc. Small Capital	9,765.13	50,000.00	40,234.87
C-965-9133-0000	Replace 1/2 Ton Truck	28,596.80	35,000.00	6,403.20
C-965-9152-1471	Replace In-Plant Potable Water Lines		27,000.00	27,000.00
C-965-9225-1523	Solar Equipment Installation - WTP Roof Top	93,684.51	85,000.00	(8,684.51)
	Total Revenue	(132,046.44)	(197,000.00)	(64,953.56)
	Total Expenditures	132,046.44	197,000.00	64,953.56
	TOTAL WTP	-	-	-
TOTAL REVENUE		(3,488,657.69)	(3,739,974.00)	(527,583.04)
TOTAL EXPENDITURES		3,552,881.89	3,739,974.00	187,092.11
TOTAL CAPITAL		64,224.20	-	(340,490.93)

<i>Reserve Funds Required</i>	<i>62,511.45</i>
<i>General Revenue Funds</i>	<i>1,712.75</i>
	<u><u>64,224.20</u></u>

Reserve Fund Allocated	CAPITAL BUDGET RESERVE FUNDS	Reserve Fund Actual to December 31, 2011	Journal Entry # approved Additional Required Reserve Funds	TOTAL 2011 Reserve Fund Financing Allocation
<i>PW General Misc</i>				
Small Equipment	8,000.00	5,424.47		5,424.47
<i>Transportation Large Equipment</i>				
Backhoe/Loader	130,000.00	397.91		397.91
<i>Transportation Small Vehicles</i>				
2 - Half Ton Trucks	75,000.00	55,990.88		55,990.88
<i>Airport</i>				
Pull Behind Lawn Mower	25,000.00	17,000.00		17,000.00
<i>Parks</i>				
Mowers/Whipper Snippers	5,000.00	2,476.15		2,476.15
Lawn Tractor with 62" Deck	10,500.00	11,151.59		11,151.59
<i>Sunny Cove Camp</i>				
Small Equipment	5,000.00	1,486.59		1,486.59
<i>Planning & Development</i>				
By-Law Half-Ton Truck	30,000.00	25,700.71		25,700.71
	\$288,500.00	\$119,628.30	\$0.00	\$119,628.30

	Reserve Fund Allocated	CAPITAL BUDGET RESERVE FUNDS	Reserve Fund Actual to December 31, 2011	Journal Entry #____approved Additional Required Reserve Funds	TOTAL 2011 Reserve Fund Financing Allocation
<i>PW Building/General</i>					
Staff Coffee Room Upgrade	Corporate Buildings	15,000.00	0.00		0.00
<i>Waste Management</i>					
Lift Weigh Scale & Landfill Site Building	Corporate Buildings	20,000.00	17,356.02		17,356.02
<i>Memorial Sports Centre</i>					
York Compressor Replacement	Corporate Buildings	50,000.00	50,835.14		50,835.14
Surveillance Camers	Corporate Buildings	6,400.00	5,655.00		5,655.00
Railing for Ice for Kids Stands	Corporate Buildings	8,000.00	7,982.50		7,982.50
<i>Civic Centre</i>					
HVAC Systems Remedial Work	Corporate Buildings	30,000.00	30,000.00	59,273.09	89,273.09
		\$129,400.00	\$111,828.66	\$59,273.09	\$171,101.75

Reserve Fund Allocated	CAPITAL BUDGET RESERVE FUNDS	Reserve Fund Actual to December 31, 2011	Journal Entry # approved Additional Required Reserve Funds	TOTAL 2011 Reserve Fund Financing Allocation
Corporate Projects	20,800	13,853.63		13,853.63
Corporate Projects	15,000	14,144.67		14,144.67
Corporate Projects	11,000	0.00		0.00
Corporate Projects	1,475	1,017.75		1,017.75
Corporate Projects		45,783.11		45,783.11
Corporate Projects	44,000	23,384.16		23,384.16
Corporate Projects	19,020	43,421.56		43,421.56
Corporate Projects	9,012	1,488.06		1,488.06
Corporate Projects	5,000	5,000.00	188.56	5,188.56
Corporate Projects	24,635	0.00		0.00
Corporate Projects	20,000	20,000.00	2,106.49	22,106.49
Corporate Projects	800	800.00	725.38	1,525.38
Corporate Projects	2,500	2,080.11		2,080.11
Corporate Projects	2,500	2,478.05		2,478.05
Corporate Projects	2,215	1,513.28		1,513.28
				0.00
	\$177,957	\$174,964.38	\$3,020.43	\$177,984.81

	Reserve Fund Allocated	CAPITAL BUDGET RESERVE FUNDS	Reserve Fund Actual to December 31, 2011	Journal Entry #____approved Additional Required Reserve Funds	TOTAL 2011 Reserve Fund Financing Allocation
Roads					
Upgrades to Portage Ave Storm Sewer Pumping Station	Federal Gas Tax	266,667.00	0.00		0.00
Osborne Street from Christie to Armit	Federal Gas Tax	23,000.00	61,099.23		61,099.23
3rd. St E. - Portage Ave to Mowat	Federal Gas Tax	187,945.00	121,771.92		121,771.92
Sidewalks					
3rd. St E. - Portage Ave to Mowat	Federal Gas Tax	20,000.00	50,506.99		50,506.99
Sub-Total		497,612.00	233,378.14		233,378.14
Parks					
Lion's Millenium Park	Parks & Cemeteries	0.00	2,415.60		2,415.60
Cemeteries					
2 - Riding Lawn Mowers	Cemetery Fund	13,070.00	9,197.39		9,197.39
Portable PC - Hand Held Unit	Parks/Cemetery Fund	2,000.00	773.07		773.07
Sub-Total		15,070.00	9,970.46		9,970.46
Sister Kennedy Centre					
Centre Upgrades	Sister Kennedy Centre	2,500.00	0.00		0.00
Handi-Van					
Handi-capped Van Replacement	Handi-van MTO	90,000.00	2,409.27		2,409.27
Library					
Library Building Contract Adjustment	Library Building	0.00		217.93	217.93
Library Building Expenses (As approved by Council)	Public Library & Tech Centre	0.00	3,907.28		3,907.28
		0.00	3,907.28	217.93	4,125.21
Sanitary Sewer Projects					
Upgrades to Portage Ave Storm Sewer	Sanitary Sewer Projects	133,334.00	0.00		0.00
3rd. St E. - Portage Ave to Mowat	Sanitary Sewer Projects	285,620.00	193,389.48		193,389.48
		418,954.00	193,389.48		193,389.48
		\$1,024,136.00	\$445,470.23	\$217.93	\$445,688.16

2011 CAPITAL BUDGET

		TOTAL BUDGET	FEDERAL GRANTS	PROVINCIAL GRANTS	CONTRIBUTION FROM OTHERS	FEDERAL GAS TAX RESERVE	RESERVE FUNDS	WATER & SEWER RESERVE FUNDS	FUNDED BY WATER & SEWER RATES	Long-Term Debt Financing
GENERAL GOVERNMENT	P	20,000					20,000			0
	P	800					800			0
	P	15,000					15,000			0
		35,800	0	0	0	0	35,800	0	0	0
TOTAL GENERAL GOVERNMENT										
PROTECTION	P	11,000					11,000			0
	P	1,475					1,475			0
		12,475	0	0	0	0	12,475	0	0	0
TOTAL PROTECTION										
TRANSPORTATION	B	15,000					15,000			0
	V	8,000					8,000			0
		23,000	0	0	0	0	23,000	0	0	0
TOTAL TRANSPORTATION										
Large Equipment	V	130,000					130,000			0
		130,000	0	0	0	0	130,000	0	0	0
TOTAL Large Equipment										
Small Vehicles	V	35,000					35,000			0
	V	40,000					40,000			0
		75,000	0	0	0	0	75,000	0	0	0
TOTAL Small Vehicles										
GIS/Engineering Services	P	44,000					44,000			0
	P	19,020					19,020			0
	P	9,012					9,012			0
		72,032	0	0	0	0	72,032	0	0	0
TOTAL GIS/Engineering Services										
Roads	D	266,667				266,667				0
	D	23,000				23,000				0
	D	187,945				187,945				0
		477,612	0	0	0	477,612	0	0	0	0
TOTAL Roads										
Streetlight Pole Replacement	P	5,000					5,000			0
		5,000	0	0	0	0	5,000	0	0	0
TOTAL Streetlight Pole Replacement										
Sidewalks	D	44,635				20,000	24,635			0
		44,635	0	0	0	20,000	24,635	0	0	0
TOTAL Sidewalks										

2011 Capital Financing (see attached materials).

2011 CAPITAL BUDGET

2011 Capital Financing (see attached materials).

Agenda Item # 8.6 ...

		TOTAL BUDGET	FEDERAL GRANTS	PROVINCIAL GRANTS	CONTRIBUTION FROM OTHERS	FEDERAL GAS TAX RESERVE	RESERVE FUNDS	WATER & SEWER RESERVE FUNDS	FUNDED BY WATER & SEWER RATES	Long-Term Debt Financing
B	<i>Waste Management</i>									
	Lift Weight Scale & Landfill Site Building	20,000					20,000			0
		20,000	0	0	0	0	20,000	0	0	0
V	<i>Airport</i>									
	Replace John Deere Pull behind Lawn Mower	25,000					25,000			0
	Perimeter Fencing around Runways *Pending Airport Capital Assistance Grant	572,520	572,520							0
		597,520	572,520	0	0	0	25,000	0	0	0
	TOTAL TRANSPORTATION	1,444,799	572,520	0	0	497,612	374,667	0	0	0
P	<i>PARKS</i>									
	Phase 1 - Water Front Dock Repairs & Replacement	20,000					20,000			0
	Small Equipment Replacement - mowers/ whipper snippers	5,000					5,000			0
V	Replace 1997 - 275 JD Tractor - 62" Deck	10,500					10,500			0
	TOTAL PARKS	35,500	0	0	0	0	35,500	0	0	0
D	<i>CEMETERY</i>									
	2 - Riding Lawn Tractor/Mower - 48" Decks	13,070					13,070			0
	Portable PC - Hand Held Unit for Stone Orchard Software Program	2,000					2,000			0
	TOTAL CEMETERY	15,070	0	0	0	0	15,070	0	0	0
SS	<i>ENVIRONMENT</i>									
	<i>Sanitary Sewer - Collection System</i>									
	Small Tools/Equipment	10,000							10,000	0
	GIS Equipment & Mapping	2,458							2,458	0
	Upgrades to Portage Ave Storm Sewer	133,334						133,334		0
	Sanitary Manholes	50,000							50,000	0
	Infiltration & Inflow Study	100,000							100,000	0
	3rd. St E - Portage Ave to Mowat Ave (237 m)	537,644						285,620	252,024	0
	Replace 1996 V150 - Dodge 1/2 Ton Truck	34,500							34,500	0
		867,936	0	0	0	0	0	418,954	448,982	0
W	<i>Sewage Treatment Plant</i>									
	Misc. Capital Upgrades	119,000							119,000	0
	Collector Chain Replacement (1200 ft) c/w barrel wrap & flight attachments	45,000							45,000	0
		164,000	0	0	0	0	0	0	164,000	0
W	<i>Water System</i>									
	<i>Water Distribution System</i>									
	GIS Equipment & Mapping	4,915							4,915	0
	Miscellaneous Tools/Equipment	20,000							20,000	0
	3rd Street E - Portage Ave to Mowat Ave (237 m)	476,419							476,419	0
	East of Butler Ave (Woodyard) - Church St to Front St (120 m)	100,000							100,000	0
	Sixth Street E - Portage Ave to McKenzie Ave (110 m)	75,000							75,000	0

2011 CAPITAL BUDGET

2011 Capital Financing (see attached materials).

	TOTAL BUDGET	FEDERAL GRANTS	PROVINCIAL GRANTS	CONTRIBUTION FROM OTHERS	FEDERAL GAS TAX RESERVE	RESERVE FUNDS	RESERVE FUNDS	WATER & SEWER RESERVE FUNDS	FUNDED BY WATER & SEWER RATES	Long-Term Debt Financing
W										
Replace 1996 V172 - S-10 Ton Truck	34,500								34,500	0
	710,834	0	0	0	0	0	0	0	710,834	0
Water Treatment Plant										
Solar Equipment Installation - WTP Roof top	85,000								85,000	0
Replace V176 - 2001 Dodge 1/2 Ton Truck	35,000								35,000	0
Misc. Small Capital Equipment	50,000								50,000	0
Replace In-Plant Potable Water Lines	27,000								27,000	0
	197,000	0	0	0	0	0	0	0	197,000	0
TOTAL ENVIRONMENT	1,939,770	0	0	0	0	0	0	418,954	1,520,816	0
SOCIAL & FAMILY SERVICES										
<i>Children's Complex</i>										
Desk	800						800			0
TOTAL SOCIAL & FAMILY	800	0	0	0	0	800	800	0	0	0
RECREATION & CULTURAL SERVICES										
Memorial Sports Centre										
First Aid Actars	2,500						2,500			0
York Compressor Replacement	50,000						50,000			0
Auditorium Tables & chairs	2,500						2,500			0
Surveillance Cameras	6,400						6,400			0
Ratling in Ice for Kids Stands	8,000						8,000			0
	69,400	0	0	0	0	0	69,400	0	0	0
Recreation										
Sunny Cove Camp Repairs (2010 Carryover)	24,445		24,445							0
Sunny Cove Camp Small Equipment	5,000						5,000			0
	29,445	0	24,445	0	0	0	5,000	0	0	0
Sister Kennedy Centre										
Centre Upgrades	4,700		2,200				2,500			0
*Pending Grant Approval	4,700	0	2,200	0	0	0	2,500	0	0	0
Handi-Van										
Handi-capped Van Replacement	90,000						90,000			0
	90,000	0	0	0	0	0	90,000	0	0	0
TOTAL RECREATION & CULTURAL SERVICES	193,545	0	26,645	0	0	0	166,900	0	0	0
PLANNING & DEVELOPMENT										
<i>Planning & Development</i>										
By-Law Half-Ton Replacement	30,000						30,000			0
GIS	2,215						2,215			0

Agenda Item # 8.6 ...

2011 CAPITAL BUDGET

	TOTAL BUDGET	FEDERAL GRANTS	PROVINCIAL GRANTS	CONTRIBUTION FROM OTHERS	FEDERAL GAS TAX RESERVE	RESERVE FUNDS	WATER & SEWER RESERVE FUNDS	FUNDED BY WATER & SEWER RATES	Long-Term Debt Financing
	32,215	0	0	0	0	32,215	0	0	0
B	30,000					30,000			0
	30,000	0	0	0	0	30,000	0	0	0
	62,215	0	0	0	0	62,215	0	0	0
TOTAL PLANNING & DEVELOPMENT									
TOTAL CAPITAL	3,739,974	572,520	26,645	0	497,612	703,427	418,954	1,520,816	0

Civic Centre

HVAC Systems Remedial Work

TOTAL PLANNING & DEVELOPMENT

TOTAL CAPITAL

2011 RESERVE FUNDS TO DATE

Account Name	G/L Account #	Balance as at Dec 31/10	Contributions to (from) Reserve Funds	Contributions to (from) Reserve Funds	TOTAL 2011 Interest Earned	Interest from FFCC Loan Payments	Contributions to (from) Reserve Funds	Reserve Cont'n to Capital (or (2,409.27)	Contributions Required to Date	Estimated Reserve Fund Balance December 31, 2011
Handi-Transit MTO Gas Tax	R-L60-0809-0000	90,572.64			2,706.60	223.57		(2,409.27)		91,093.54
Daycare/Toy Library Donations	R-L60-0812-0000	2,322.37			69.40	5.73				2,397.50
Waterworks Projects	R-L60-0816-0000	4,140,806.89			123,740.05	10,221.20	79,148.00			4,353,916.14
Parks & Cemeteries Projects	R-L60-0823-0000	46,264.43			1,382.53	114.20		(2,415.60)		45,345.56
Public Library & Technology Centre	R-L60-0827-0000	205,344.72			6,136.33	506.87		(3,907.28)		208,080.64
Sister Kennedy Centre Projects	R-L60-0832-0000	20,060.40			599.47	49.52				20,709.39
Post Landfill Closure	R-L60-0851-0000	233,775.49			6,985.94	577.05				241,338.48
Sanitary Sewer Projects	R-L60-0859-0000	1,078,312.27			32,223.30	2,661.72	85,000.00	(193,389.48)		1,004,807.81
Townshend Theatre	R-L60-0871-0000	78,931.43			2,358.71	194.84	6,077.00			87,561.98
Corporate Vehicles/Equipment	R-L60-0874-0000	1,266,231.39			37,838.89	3,125.58	200,000.00	(119,628.30)		1,387,567.56
Corporate Building	R-L60-0875-0000	553,416.06			16,537.78	1,366.06	100,000.00	(111,828.66)	(59,273.09)	500,218.15
Corp. Projects Reserve Fund	R-L60-0876-0000	1,049,541.72	7,880.00		31,363.53	2,590.70	400,000.00	(174,964.38)	(3,020.43)	1,313,391.14
Corporate Contingency	R-L60-0877-0000	-			-	-	318,000.00			318,000.00
Federal Gas Tax Reserve	R-L60-0878-0000	1,770.03	248,559.53	248,559.53	3,602.94	608.62		(235,082.62)		268,018.03
		8,767,349.84	256,439.53	248,559.53	265,545.47	22,245.66	1,188,225.00	(843,625.59)	(62,293.52)	9,842,445.92
Library Building	R-L61-0828-0000	308.01		43,155.51	523.29				(217.93)	43,768.88
		8,767,657.85	256,439.53	291,715.04	266,068.76	22,245.66	1,188,225.00	(843,625.59)	(62,511.45)	9,886,214.80



TOWN OF FORT FRANCES **ADMINISTRATION & FINANCE DIVISION** **TREASURY REPORT 2012/31**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: March 6, 2012
SUBJECT: 2012 Tax Ratios



BACKGROUND

A set of tax ratios for every municipality must be established in accordance with Section 308 of the Municipal Act, 2001. Tax ratios are the ratios that the tax rate for each property class must be to the tax rate for the residential property class where the residential property class tax ratio is 1.

The Act states that a single-tier municipality shall pass a by-law in each year to establish the tax ratios for that year for the municipality. The Provincial government has provided municipalities with tax ratio flexibility for each year of the four-year reassessment phase-in for all property classes. Tax ratio flexibility allows municipalities to avoid tax shifts that would otherwise occur between property classes as a result of reassessment.

During the series of budget meetings, Council was made aware of their options with regard to Tax Ratio flexibility. At the March 5, 2012 Special Committee of the Whole Budget meeting, Council indicated their preference for Alternative - Revenue Neutral Tax Ratios for all classes to mitigate the reassessment impact on the Residential property class. The attached Ministry of Finance OPTA 2012 Tax Ratios Report, as shown and yellow highlighted, Alternative (Revenue Neutral) Tax Ratios indicates the accepted tax ratios to be used for 2012.

Council Approval of This Report Will Approve the Revenue Neutral Ratios for 2012 as presented in this report and further that an authorizing by-law be prepared.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

2012 Tax Ratios Date:

M. McCaig, Administrator

2012 Tax Ratio Report

Fort Frances Town, 5912

Using OPTA calculated rates on March 6, 2012 12:24PM.

Estimated levy included in calculations for this report: \$11,055,898

Taxable						
Class	CVA	2012 Tax Ratios	CVA Weighted by 2012 Tax Ratios	% share	Estimated Municipal Taxation	2012 Alternative Tax Ratios (Revenue Neutral)
Residential	362,920,295	1.000000	362,920,295	54.14%	5,985,409	1.000000
Multi-residential	11,908,000	2.542670	30,278,114	4.52%	499,357	2.597000
Com. Occupied	66,622,475	2.021402	134,670,804	20.09%	2,221,038	2.026121
Com. Exc. Land	927,081	1.414981	1,311,802	0.20%	21,635	1.418285
Com. Vac. Land	1,647,600	1.414981	2,331,323	0.35%	38,449	1.418285
Ind. Occupied	3,300,365	2.742183	9,050,205	1.35%	149,259	2.811688
Ind. Exc. Land	308,100	1.782419	549,163	0.08%	9,057	1.827597
Ind. Vac. Land	505,200	1.782419	900,478	0.13%	14,851	1.827597
Large Ind. Occ.	20,657,924	5.000358	103,297,016	15.41%	1,703,611	5.127100
Large Ind. Exc.	0	3.250233	0	0.00%	0	3.332615
Pipelines	2,900,000	2.523034	7,316,799	1.09%	120,671	2.526858
Farm	32,200	0.250000	8,050	0.00%	133	0.250000
Managed Forests	0	0.250000	0	0.00%	0	0.250000
Com Total Taxable	69,197,156		138,313,930	20.63%	2,281,122	
Ind Total Taxable	24,771,589		113,796,862	16.98%	1,876,778	
Total Taxable	471,729,240		652,634,050	97.36%	10,763,470	
Payment in Lieu						
Residential	54,200	1.000000	54,200	0.01%	894	1.000000
Multi-residential	0	2.542670	0	0.00%	0	2.597000
Com. Occupied	8,742,300	2.021402	17,671,703	2.64%	291,448	2.026121
Com. Exc. Land	0	1.414981	0	0.00%	0	1.418285
Com. Vac. Land	0	1.414981	0	0.00%	0	1.418285
Ind. Occupied	1,900	2.742183	5,210	0.00%	86	2.811688
Ind. Exc. Land	0	1.782419	0	0.00%	0	1.827597
Ind. Vac. Land	0	1.782419	0	0.00%	0	1.827597
Large Ind. Occ.	0	5.000358	0	0.00%	0	5.127100
Large Ind. Exc.	0	3.250233	0	0.00%	0	3.332615
Pipelines	0	2.523034	0	0.00%	0	2.526858
Farm	0	0.250000	0	0.00%	0	0.250000
Managed Forests	0	0.250000	0	0.00%	0	0.250000
Com Total PIL	8,742,300		17,671,703	2.64%	291,448	
Ind Total PIL	1,900		5,210	0.00%	86	
Total PIL	8,798,400		17,731,113	2.64%	292,428	
Com Grand Total	77,939,456		155,985,633	23.27%	2,572,570	
Ind Grand Total	24,773,489		113,802,072	16.98%	1,876,864	
Grand Total	480,627,640		670,365,162	100.00%	11,055,898	

CVA Weighted by Alternative Tax Ratios	% share	Revised Estimated Municipal Taxation	Taxation Change		Effective Tax Rates Arising From	
			\$	%	2012 Ratios	Alternative Ratios
362,920,295	53.82%	5,950,730	-34,679	-0.58%	0.01649235	0.01639680
30,925,072	4.59%	507,072	7,715	1.54%	0.04193461	0.04258247
134,985,185	20.02%	2,213,325	-7,714	-0.35%	0.03333767	0.03322189
1,314,865	0.20%	21,560	-75	-0.35%	0.02333637	0.02325532
2,336,766	0.35%	38,315	-134	-0.35%	0.02333637	0.02325532
9,279,596	1.38%	152,156	2,896	1.94%	0.04522505	0.04610267
563,083	0.08%	9,233	176	1.94%	0.02939628	0.02996674
923,302	0.14%	15,139	288	1.94%	0.02939628	0.02996674
105,915,240	15.71%	1,736,671	33,060	1.94%	0.08246766	0.08406801
0	0.00%	0	0	0.00%	0.05360398	0.05464421
7,327,888	1.09%	120,154	-517	-0.43%	0.04161076	0.04143238
8,050	0.00%	132	-1	-0.58%	0.00412309	0.00409920
0	0.00%	0	0	0.00%	0.00412309	0.00409920
138,636,815	20.68%	2,273,200	-7,922	-0.35%		
116,681,221	17.41%	1,913,198	36,420	1.94%		
656,499,341	97.93%	10,764,486	1,016	0.01%		
54,200	0.01%	889	-5	-0.58%	0.01649235	0.01639680
0	0.00%	0	0	0.00%	0.04193461	0.04258247
17,712,956	2.63%	290,436	-1,012	-0.35%	0.03333767	0.03322189
0	0.00%	0	0	0.00%	0.02333637	0.02325532
0	0.00%	0	0	0.00%	0.02333637	0.02325532
5,342	0.00%	88	2	1.94%	0.04522505	0.04610267
0	0.00%	0	0	0.00%	0.02939628	0.02996674
0	0.00%	0	0	0.00%	0.02939628	0.02996674
0	0.00%	0	0	0.00%	0.08246766	0.08406801
0	0.00%	0	0	0.00%	0.05360398	0.05464421
0	0.00%	0	0	0.00%	0.04161076	0.04143238
0	0.00%	0	0	0.00%	0.00412309	0.00409920
0	0.00%	0	0	0.00%	0.00412309	0.00409920
17,712,956	2.64%	290,436	-1,012	-0.35%		
5,342	0.00%	88	2	1.94%		
17,772,498	2.65%	291,412	-1,016	-0.35%		
156,349,771	23.32%	2,563,635	-8,935	-0.35%		
116,686,563	17.41%	1,913,286	36,422	1.94%		
674,271,840	100.58%	11,055,898	0	0.00%		



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2012/24**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: March 2, 2012
SUBJECT: P.O.A. Audited Statements for the year ending Dec 31, 2011

BACKGROUND

Attached is the Provincial Offences (P.O.A.) Fort Frances Court Services Area audited financial statement for the year ended December 31, 2011 as provided by BDO Canada LLP, along with their invoice in the amount of \$3,672.50 (including HST).

RECOMMENDATION

Administration recommends that Council accept the P.O.A. audited financial statement as prepared by BDO Canada LLP for the fiscal year ending December 31, 2011 and further that the submitted invoice in the amount of \$3,250.00 plus HST be paid.

Council Approval of This Report Will Authorize the acceptance of the P.O.A. audited financials for the year ended December 31, 2011 and further that the invoice for audited services be paid.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

March 7, 2012
Date: M. McCaig, Administrator



Tel: 807 274 9848
Fax: 807 274 5142
www.bdo.ca

Agenda Item # 8.8 ...
BDO Canada LLP
375 Scott Street
Fort Frances ON P9A 1H1 Canada

February 24, 2012

Provincial Offences - Fort Frances Court Services Area
320 Portage Avenue
Fort Frances ON P9A 3P9

Attention: Ms. Laurie Witherspoon

Invoice	87026845
Electronic Banking Account No.	151360637178
HST Registration No.	R131585366

For Professional Services

Examining the books and records of Provincial Offences for the year ended
December 31, 2011.

Preparing financial statements in accordance with Canadian Auditing Standards
- CAS 805 - together with any necessary supporting schedules for the year
ended December 31, 2011.

Reporting to you in connection with your financial statements.	\$3,250.00
HST	422.50
Total	<u>\$3,672.50</u>

Accounts are due when rendered
Interest at 1.00% per month (12.00% per annum) will be charged on accounts over 30 days
1825-KFF1992-2

**The Corporation of the Town
of Fort Frances
Provincial Offences -
Fort Frances Court Services Area
Trust Fund
Financial Statements
For the year ended December 31, 2011**

	Contents
Independent Auditor's Report	2
Financial Statements	
Statement of Financial Position	3
Statement of Receipts and Expenditures	4
Summary of Significant Accounting Policies	5
Notes to Financial Statements	6

Independent Auditor's Report

To the Ministry of the Attorney General of Ontario

We have audited the accompanying statement of financial position of the Provincial Offences - Fort Frances Court Services Area Trust Fund, as at December 31, 2011, the statement of receipts and expenditures for the year then ended and a summary of significant accounting policies and other explanatory information (together "the financial statements").

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Generally Accepted Accounting Principles, and for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, if any, made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualification

The financial records of the Provincial Offences - Fort Frances Court Services Area Trust Fund are maintained and generated using the ICON system provided by the Province of Ontario. The scope of our audit did not include a review of the controls over this system nor was a service auditor's report made available to us.

Qualified Opinion

In our opinion, except for the effects of the matter described in the Basis for Qualification paragraph, the financial statements present fairly, in all material respects, the financial position of the Provincial Offences - Fort Frances Court Services Area Trust Fund as at December 31, 2011, and its receipts and expenditures for the year then ended in accordance with Generally Accepted Accounting Principles.

BDO CANADA LLP

Chartered Accountants, Licensed Public Accountants
Fort Frances, Ontario
February 9, 2012

The Corporation of the Town of Fort Frances
Provincial Offences - Fort Frances Court Services Area
Trust Fund
Statement of Financial Position

December 31	2011	2010
Assets		
Current		
Cash	\$ 59,483	\$ 35,488
Accounts receivable (Note 1)	5,995	4,202
	<u>\$ 65,478</u>	<u>\$ 39,690</u>
Liabilities		
Current		
Accounts payable (Note 2)	\$ 65,478	\$ 39,690

On behalf of the Board:

_____ Director

_____ Director

The Corporation of the Town of Fort Frances
Provincial Offences - Fort Frances Court Services Area
Trust Fund
Statement of Receipts and Expenditures

For the year ended December 31	2011	2010
Receipts		
Fines, costs and fees	\$ 311,212	\$ 397,453
Interest earned	612	516
	<u>311,824</u>	<u>397,969</u>
Expenditures		
Administration	86,650	110,988
Remitted to municipalities	114,369	177,434
Salaries and benefits	<u>110,805</u>	<u>109,547</u>
	<u>311,824</u>	<u>397,969</u>
Net receipts over expenditures	<u>\$ -</u>	<u>\$ -</u>

**The Corporation of the Town of Fort Frances
Provincial Offences - Fort Frances Court Services Area
Trust Fund
Summary of Significant Accounting Policies**

December 31, 2011

Nature of Business	<p>The trust fund administers and collects fines incurred under the Provincial Offences Act.</p> <p>The trust fund is unincorporated and is exempt from tax.</p>
Financial Instruments	<p>The trust fund's financial instruments consist of accounts receivable and accounts payable. Unless otherwise noted, it is management's opinion that the trust fund is not exposed to significant interest, currency or credit risks arising from these financial instruments. Due to the short-term nature of these financial instruments, their carrying value approximates their fair value.</p>
Revenue Recognition	<p>Revenue is generated from fines and penalties billed to offenders. The information regarding these fines and penalties is provided by the Province of Ontario ICON tracking system. The revenue is recorded when the amount can be reasonably estimated and collection is reasonably assured.</p>
Basis of Accounting	<p>These financial statements were prepared using the accrual basis of accounting. The accrual basis recognizes revenue as it becomes available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipts of goods and services and the creation of a legal obligation to pay.</p>
Capital Assets	<p>In accordance with accounting policy choices available under Generally Accepted Accounting Principles with revenue under \$500,000, capital assets are recorded as an expenditure on the Statement of Receipts and Expenditures in the year of acquisition.</p>

The Corporation of the Town of Fort Frances
Provincial Offences - Fort Frances Court Services Area
Trust Fund
Notes to Financial Statements

December 31, 2011

1. Accounts Receivable

	2011	2010
Due from municipalities	\$ 4,894	\$ 3,842
Due from Province	123	41
Other	978	319
	<u>\$ 5,995</u>	<u>\$ 4,202</u>

2. Accounts Payable

	2011	2010
Due to own municipality	\$ 5,343	\$ 8,267
Due to other municipalities	15,382	1,556
Due to Provincial Court	40,949	26,108
Other	3,804	3,759
	<u>\$ 65,478</u>	<u>\$ 39,690</u>

Report To: Mayor and Council

From: Lori Pattison, Secretary/Receptionist – Civic Centre

Date: February 24, 2012

Subject: 2012 Conference Listing

The following is a list of the remaining conferences in 2012 that Mayor, Council and the Administrator attend:

Northern Ontario Municipal Association (NOMA)	April 25 – 27, 2012	Kenora Best Western
Northern Networks Trade Conference (NNTC)	to be determined	
Northwestern Ontario Regional Conference (NWORC)	Sept. 26 – 28, 2012	Thunder Bay Valhalla

Council approval of this report will give direction as to attendances at the above listed conferences.

☒ OK *for council direction*
☐ Recommended
☐ Includes my input
☐ Recommended as amended/with comment
☐ Not recommended
☐ Will Speak to this
☐ Other

Date: March 7, 2012 *M. McCaig*
 M. McCaig, Administrator



TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURER'S MEMO



To: MAYOR ROY AVIS
COUNCILLOR JOHN ALBANESE
COUNCILLOR ANDREW HALLIKAS
COUNCILLOR KEN PERRY
COUNCILLOR PAUL RYAN
COUNCILLOR SHARON TIBBS
COUNCILLOR RICK WIEDENHOEFT

FROM: LAURIE WITHERSPOON, TREASURER

DATE: 2012 03 06

SUBJECT: COUNCIL REMUNERATION AND EXPENSES

As per *The Municipal Act*, c. 25, Section 284, S.O. 2001, attached please find an itemized statement of the remuneration and expenses paid to each member of Council in respect to services as a member of Council.

/dl

TOWN OF FORT FRANCES
Council Remuneration & Expenses

2

1 Council Remuneration

(The Municipal Act, c. 25, Section 283(1), S.O. 2001; By-Law 12/03, Town of Fort Frances)

NAME	BASE SALARY	GROSS SALARY
Albanese, John	12,000.04	
per diems	1,875.00	13,875.04
Avis Roy	23,000.12	
per diems	3,300.00	
police services	1,850.00	
power corporation	4,802.20	32,952.32
Hallikas, Andrew	12,000.04	
per diems	1,950.00	13,950.04
Perry, Ken	11,538.50	
per diems	900.00	12,438.50
Ryan, Paul	12,000.04	
per diems	2,025.00	14,025.04
Tibbs, Sharon	13,499.98	
per diems	300.00	13,799.98
Wiedenhoeft, Rick	12,000.04	
per diems	2,175.00	
Police Services	1,850.00	16,025.04
		\$ 117,065.96

TOWN OF FORT FRANCES
Council Remuneration & Expenses
2011

2 Expenses - Members of Council
(The Municipal Act, c. 25, Section 283(2), S.O. 2001)

NAME	DATE	PURPOSE	AMOUNT
Albanese John	Feb 26 - Mar 2, 2011	OGRA/ROMA - Toronto	1,371.71
	April 27 - 29, 2011	NOMA - Thunder Bay	532.60
	Sep 21 - 23, 2011	N.W.O. Regional Conference - Thunder Bay	631.61
			2,535.92
Avis, Roy	29-Jan-11	RRDMA Mtg - Stratton	38.35
	Feb 27 - Mar 2, 2011	ROMA/OGRA - Toronto	1,552.72
	April 27 - 29, 2011	NOMA - Thunder Bay	679.46
	May 9 - 10, 2011	Point Park & Two Chain Mtg. Thunder Bay	305.62
	Aug. 21 - 24, 2011	AMO Conference - London	2,153.02
	Sept. 21 - 23, 2011	NW Ontario Regional Conference - Thunder Bay	537.62
	Oct. 19 - 21, 2011	Thunder Bay - Ont Assoc. of Police Services	429.73
	27-Oct-11	Red Lake Airport Grand Opening	151.16
			5,847.68
Hallikas, Andrew	April 27 - 29, 2011	NOMA Conference - Thunder Bay	803.58
	June 13,14, 2011	Think North II NW Ont Joint Task Force Thunder Bay	552.90
	Sep. 21 - 23, 2011	NW Ontario Regional Conference	840.94
			2,197.42
Perry, Ken	14-Apr-11	RED - Rural Economic Development Mtg. Emo	27.00
	June 13 - 14, 2011	Think II - NW Ontario Joint Task Force Thunder Bay	543.90
	14-Jul-11	RED - Rural Economic Development Mtg. Emo	27.00
	08-Sep-11	RED - Rural Economic Development Mtg. Emo	27.00
	27-Oct-11	RED - Rural Economic Development Mtg. Emo	27.00
			651.90
Ryan, Paul	April 27 - 29, 2011	NOMA Conference - Thunder Bay	532.60
	June 13,14, 2011	Think II - NW Ontario Joint Task Force Thunder Bay	228.90
	August 21 -24, 2011	AMO Conference - London	2,099.12
	Sept 21 - 23, 2011	N.W.O. Regional Conference Thunder Bay	480.60
			3,341.22
Tibbs, Sharon			
Wiedenhoeft, Rick	Feb.27-Mar2, 2011	OGRA/ROMA Conference - Toronto	1,765.71
	April 7, 8, 2011	OAPSB Conference - Thunder Bay	657.96
	April 27-29, 2011	NOMA Conference - Thunder Bay	652.98
	Sept. 21 - 23, 2011	NW Ontario Regional Conference - Thunder Bay	451.37
			3,528.02

TOWN OF FORT FRANCES
Council Remuneration & Expenses
2011

NAME	BASE SALARY	GROSS SALARY	CONFERENCE EXPENSES	TOTAL EXPENSE & REMUNERATION
Albanese, John per diems	12,000.04 1,875.00	13,875.04	2,535.92	16,410.96
Avis, Roy per diems Police Services Power Corporation	23,000.12 3,300.00 1,850.00 4,802.20	32,952.32	5,847.68	38,800.00
Hallikas, Andrew per diems	12,000.04 1,950.00	13,950.04	2,197.42	16,147.46
Perry, Ken per diems	11,538.50 900.00	12,438.50	651.90	13,090.40
Ryan, Paul per diems	12,000.04 2,025.00	14,025.04	3,341.22	17,366.26
Tibbs, Sharon per diems	13,499.98 300.00	13,799.98		13,799.98
Wiedenhoeft, Rick per diems Police Services	12,000.04 2,175.00 1,850.00	16,025.04	3,528.02	19,553.06
Total		117,065.96	18,102.16	135,168.12



Rainy River District Social Services Administration Board

450 Scott Street
Fort Frances, ON
P9A 1H2
Phone: (807) 274-5349
Fax: (807) 274-0678
Toll Free: (800) 265-5349

Rawn Road Centre
P.O. Box 1300
Atikokan, ON
P0T 1C0
Phone: (807) 597-1431
Fax: (807) 597-1493

February 28, 2012



Ms. Laurie Witherspoon
Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9

Dear Laurie,

RE: 2011 Remuneration of Board Member

Please find below an itemized Statement of Remuneration and Expenses for the board member representing your Municipality on the Rainy River District Social Services Administration Board:

Board Member: Kenneth Perry

Honorarium	\$2,400.00
Per Diem	0.00
Travel & Training	0.00
Mileage	0.00
Total Remuneration	<u>\$2,400.00</u>

If you have any questions regarding this statement, please do not hesitate to contact me at 807-274-5349 extension 245 or by e-mail at leluik@rrdssab.on.ca.

Sincerely,

Leanne Eluik, CGA
Finance Manager

cc. Dan McCormick, CAO
Board Files



Lorrie McKie
<lmckie@nwhu.on.ca>
02/24/2012 10:39 AM

To "lwitherspoon@fort-frances.com"
<lwitherspoon@fort-frances.com>
cc
bcc
Subject Municipal Expense Report - 2011 B.O.H. Rep

Hello Laurie,

In 2011, Paul Ryan received the following payments for his service as the Board of Health Representative for the Town of Fort Frances from the Northwestern Health Unit -

- Mileage \$1,184.80
- General Travel \$ 263.86
- Honorarium \$2,100.00
-

The attached report will provide a complete breakdown. If you require any additional information, please contact me by phone or email.

Thank you.

Lorrie McKie
Accounting Clerk
Northwestern Health Unit
21 Wolsley Street
Kenora, ON P9N 3W7
(807) 468-3147 ext. 3254
www.nwhu.on.ca

This communication and any attachments are directed in confidence solely to the recipient(s) and may not otherwise be distributed, copied, or disclosed. If you have received this in error, please notify us immediately.



Paul Ryan - Fort Frances 2011 BOH Payables.pdf

Journal Entry	Account Number	Account Description	Reference	Originating Master Name	Originating Document Number	Debit Amount	Credit Amount
146003	1-1-7111030 -62000	BOARD - MILEAGE GENERAL	P RYAN JAN11 BOH EXP	RYAN, PAUL	JAN11 BOH EXP	\$170.14	\$0.00
146642	1-1-7111030 -62000	BOARD - MILEAGE GENERAL	P RYAN BOH EXP FEB11	RYAN, PAUL	BOH EXP FEB11	\$197.60	\$0.00
150804	1-1-7111030 -62000	BOARD - MILEAGE GENERAL	P RYAN BOH EXP MAY11	RYAN, PAUL	BOH EXP MAY11	\$218.18	\$0.00
154018	1-1-7111030 -62000	BOARD - MILEAGE GENERAL	PAUL RYAN BOH EXP JUN11	RYAN, PAUL	BOH EXP JUN11	\$179.12	\$0.00
160510	1-1-7111030 -62000	BOARD - MILEAGE GENERAL	PAUL RYAN BOH EXP OCT11	RYAN, PAUL	BOH EXP OCT11	\$209.88	\$0.00
162278	1-1-7111030 -62000	BOARD - MILEAGE GENERAL	P RYAN BOH EXP DEC11	RYAN, PAUL	BOH EXP DEC11	\$209.88	\$0.00
	Total					\$1,184.80	\$0.00
146642	1-1-7111030 -62400	BOARD - TRAVEL GENERAL	P RYAN BOH EXP FEB11	RYAN, PAUL	BOH EXP FEB11	\$43.23	\$0.00
149162	1-1-7111030 -62400	BOARD - TRAVEL GENERAL	P RYAN MAR11 BOH EXP	RYAN, PAUL	MAR11 BOH EXP	\$31.52	\$0.00
150804	1-1-7111030 -62400	BOARD - TRAVEL GENERAL	P RYAN BOH EXP MAY11	RYAN, PAUL	BOH EXP MAY11	\$74.75	\$0.00
154018	1-1-7111030 -62400	BOARD - TRAVEL GENERAL	PAUL RYAN BOH EXP JUN11	RYAN, PAUL	BOH EXP JUN11	\$31.52	\$0.00
157028	1-1-7111030 -62400	BOARD - TRAVEL GENERAL	PAUL RYAN BOH EXP AUG11	RYAN, PAUL	BOH EXP AUG11	\$11.70	\$0.00
158415	1-1-7111030 -62400	BOARD - TRAVEL GENERAL	PAUL RYAN BOH EXP SEP11	RYAN, PAUL	BOH EXP SEP11	\$16.21	\$0.00
160510	1-1-7111030 -62400	BOARD - TRAVEL GENERAL	PAUL RYAN BOH EXP OCT11	RYAN, PAUL	BOH EXP OCT11	\$43.23	\$0.00
162278	1-1-7111030 -62400	BOARD - TRAVEL GENERAL	P RYAN BOH EXP DEC11	RYAN, PAUL	BOH EXP DEC11	\$11.70	\$0.00
	Total					\$263.86	\$0.00
146003	1-1-7111030 -68500	BOARD - HONORARIUMS	P RYAN JAN11 BOH EXP	RYAN, PAUL	JAN11 BOH EXP	\$180.00	\$0.00
146642	1-1-7111030 -68500	BOARD - HONORARIUMS	P RYAN BOH EXP FEB11	RYAN, PAUL	BOH EXP FEB11	\$180.00	\$0.00
149162	1-1-7111030 -68500	BOARD - HONORARIUMS	P RYAN MAR11 BOH EXP	RYAN, PAUL	MAR11 BOH EXP	\$180.00	\$0.00
150804	1-1-7111030 -68500	BOARD - HONORARIUMS	P RYAN BOH EXP MAY11	RYAN, PAUL	BOH EXP MAY11	\$420.00	\$0.00
152379	1-1-7111030 -68500	BOARD - HONORARIUMS	P RYAN BOH EXP MAY11	RYAN, PAUL	BOH EXP MAY11-2	\$120.00	\$0.00
154018	1-1-7111030 -68500	BOARD - HONORARIUMS	PAUL RYAN BOH EXP JUN11	RYAN, PAUL	BOH EXP JUN11	\$180.00	\$0.00
157028	1-1-7111030 -68500	BOARD - HONORARIUMS	PAUL RYAN BOH EXP AUG11	RYAN, PAUL	BOH EXP AUG11	\$120.00	\$0.00
158415	1-1-7111030 -68500	BOARD - HONORARIUMS	PAUL RYAN BOH EXP SEP11	RYAN, PAUL	BOH EXP SEP11	\$360.00	\$0.00
160510	1-1-7111030 -68500	BOARD - HONORARIUMS	PAUL RYAN BOH EXP OCT11	RYAN, PAUL	BOH EXP OCT11	\$180.00	\$0.00
162278	1-1-7111030 -68500	BOARD - HONORARIUMS	P RYAN BOH EXP DEC11	RYAN, PAUL	BOH EXP DEC11	\$180.00	\$0.00
	Total					\$2,100.00	\$0.00

February 29, 2012

Report To: Mayor and Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: 2011 Annual Report Town's Drinking Water System
DWS# 220000978 - Large Municipal Residential &
DWS # 260060762- Small Municipal Non-Residential System - Sunny
Cove Camp Well Supply**



As a result of Section 11 of Ontario Regulation 170/03, the Town is to prepare an annual report on its Drinking Water Systems by February 28, 2012. Please find attached a copy of the annual report for the above-mentioned drinking water systems that are owned and operated by the Town of Fort Frances. These annual reports are not required to be approved by Council. The reports were prepared on the prescribed forms provided by the Ministry of the Environment and both annual reports have been submitted to the Ministry of the Environment prior to the February 28, 2012 deadline.

Also copies of the annual report from DWS # 220000978 – Large Municipal Residential System have been forwarded to Couchiching First Nations, the owner of the Lakeview Trailer Park and the owner of the Walleye Trailer Park as their Drinking Water Systems are connected to this system and are supplied with drinking water from our Water Treatment Plant. It is not a requirement of Ontario Regulation 170/03, but the annual reports for both Drinking Water Systems will be available to the public on the Town's web site (home page). Hard copies of the annual report for both drinking water systems are available to the public at the Water Treatment Plant or the Public Works Office free of charge.

Administration prior to March 31, 2012, is required to present to Council an Annual Summary Report under Schedule 22 of Ontario Regulation 170/03 for only DWS # 220000978 Large Municipal Residential System.

This report was prepared as an information report to keep the Operations & Facilities Executive Committee abreast of this MOE reporting requirement on the Town's Drinking Water Systems. This information should be forwarded to Council for their information.

Respectfully submitted,
Operations & Facilities Division



Doug Brown, P. Eng.
Operations & Facilities Manager

This report was prepared as an information report to keep Council and the general public abreast of this MOE reporting requirement on the Town's Drinking Water Systems. **No action is required at this time.**

2012FebAnnualreport170



ANNUAL REPORT

Drinking-Water System Number:	220000978
Drinking-Water System Name:	Fort Frances Drinking Water System
Drinking-Water System Owner:	Town of Fort Frances
Drinking-Water System Category:	Large Municipal Residential System
Period being reported:	January 01, 2011 to December 31, 2011

Complete if your Category is Large Municipal Residential or Small Municipal Residential

Does your Drinking-Water System serve more than 10,000 people? Yes [] No [☒]

Is your annual report available to the public at no charge on a web site on the Internet? Yes [☒] No []

Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.

Water Treatment Plant
901 Colonization Road East
or
Public Works Department
900 Wright Avenue

Complete for all other Categories.

Number of Designated Facilities served:

Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [] No []

Number of Interested Authorities you report to:

Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Yes [] No []

Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
Couchiching First Nation	Unknown if designated as a Drinking Water System under Provincial Regulation 170/03.
Walleye Trailer Park	Within the Town of Fort Frances' System Number 220000978
Lakeview Trailer Park	Within the Town of Fort Frances' System Number 220000978



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?

Yes [☒] No [☐]

Indicate how you notified system users that your annual report is available, and is free of charge.

- [☒] Public access/notice via the web
- [☒] Public access/notice via Government Office
- [☐] Public access/notice via a newspaper
- [☐] Public access/notice via Public Request
- [☐] Public access/notice via a Public Library
- [☐] Public access/notice via other method _____

Describe your Drinking-Water System

INTAKE STRUCTURE:

Located approximately 190 metres southeast of the Water Treatment Plant.

INTAKE LINE:

600mm Polyethylene Pipe.

SCREEN CHAMBER:

Two stainless steel screens.

PUMPWELL:

Raw water enters pump well from screen chamber, gravity feed.

LOW LIFT PUMPS:

Three (3) vertical turbine low lift pumps each electrically driven. Two (2) by 30 hp motors with a rated capacity to deliver 100 L/s and one (1) variable speed drive (40 hp) capable of providing flows in the range of 40 to 150 L/s.

RAW WATER FLOW METERING SYSTEM:

This unit counts the litres of water as it passes through the unit.

IN LINE MIXER:

The mixer is equipped with four (4) chemical application injectors and the following chemicals can be added to the treatment process at this point:

1. Liquid Alum
2. Soda Ash
3. Carbon Slurry
4. Chlorine Solution (per-chlorination is practiced only under exceptional circumstances)

RAW WATER INFLUENT LINE:

This 450mm line carries the raw water to the clarifiers.



CLARIFIERS:

The raw water, after pre-treatment, enters primary mixing and reaction zone of each unit through the 450mm inlet pipe. Activated carbon, soda ash and polymer can be added to the process in this zone.

Recycled solids are drawn up into the bottom of the zone by the re-circulator impellor to be mixed with the incoming pre-treated water. The re-circulated solids provide additional particle surface area to absorb and entrap precipitates in the raw water. The solids settle to the bottom of the clarifier to form a sludge blanket. The pre-treated water then flows upward and into the effluent box.

FILTER INFLUENT FLUME:

Settled water from the effluent box is piped through two (2) 450mm diameter pipes to the filter influent flume for distribution to the filters.

FILTERS:

Four (4) gravity filters are provided. Each filter consists of ecodyne filtration equipment installed within a square concrete tank. The dual-media gravity filters are to remove any particles in suspension that have carried over from the solids contact clarifiers.

The filter media on top of the under drain system consists of a 500mm thickness of anthracite over 400mm thickness of silica sand.

The filtered water then enters the chemical contact chamber.

CHEMICAL CONTACT CHAMBER:

This chamber is located between the two (2) reservoir storage cells and underneath the filters. Soda Ash solution, chlorine solution and hydrofluosilicic acid are added to the process in the chamber.

RESERVOIR CELLS:

Two (2) reservoir cells are provided, cell number 1 has capacity of approximately 2565 m3 and cell number 2 has capacity of approximately 1465 m3 (887,665 gallons).

TREATED WATER PUMP WELL:

The treated water pump well contains the fire pump, filter backwash pump and high lift pumps; numbers 1,2, and 3. It is located between the two reservoir cells.

HIGH LIFT PUMPS:

These four (4) units draw water from the treated water pump wells. They are of varying capacities and are controlled by the water tower level.

High Lift Pump Number 1: Rated to deliver 63.1 L/s. This pump is equipped with a 60 hp electric motor.

High Lift Pump Number 2: Rated to deliver 94.7 L/s. This pump is equipped with a 100 hp electric motor.

High Lift Pump Number 3: Rated to deliver 126.2 L/S. The pump is equipped with a 125 hp electric motor.

High Lift Pump Number 4: Rated to deliver 63.1 L/s. This pump is equipped with a 60 hp electric motor.

FIRE PUMP:

This unit draws water from the treated water pump well. It is rated to deliver 220.0 L/s and is equipped with a 220 hp diesel motor.



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

BACKWASH PUMP:

The backwash pump is used for back washing the filters. It draws water from the pump well. This unit is rated to deliver 300 L/s and is equipped with a 75 hp electric motor.

PLANT EFFLUENT DISCHARGE HEADER:

The plant effluent discharge header receives the flow from the high lift pumps and fire pump and directs it to the community's water distribution system.

There are two (2) analyzers - one for chlorine and one for fluoride which continually monitor the concentration of these two chemicals prior to entering the water distribution system.

RATED CAPACITY OF THE PLANT:

Capacity: 17,000 m3/day or 3,744,493 gallons/day.

List all water treatment chemicals used over this reporting period

Poly Electrolyte (Coagulant Aid)	650.0 kgs.
Aluminum Sulphate (Main Coagulant)	72,604.4 kgs.
Soda Ash (ph Adjustment)	72,592.6 kgs.
Chlorine (Disinfection)	7,692.0 kgs.
Fluoride (Dental Aid)	6,758.0 kgs.

Were any significant expenses incurred to?

- ☒ Install required equipment
- ☐ Repair required equipment
- ☒ Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred

A) Water Main Replacement – Third Street East from Mowat Ave. to Portage Ave.:

The removal and replacement of approximately 237 metres of existing water main with new 150mm PVC, Class 150 water main, including services and appurtenances – a cost of \$223,600.

B) Water Main Installation – Easement between Church St. and Nelson St.:

The installation of approximately 158 metres of new 150mm PVC, Class 150 water main, including appurtenances – a cost of \$110,100.

C) Water Main Installation – Sixth Street East from Portage Ave. and McKenzie Ave.:

The installation of approximately 100 metres of new 150mm HDPE, DR 11 water main and 15 metres of new 150mm PVC, Class 150 water main, including appurtenances – a cost of \$49,300.

D) Water Main Installation – Eighth Street West from York Ave. to 52 metres Eastward:

The installation of approximately 45 metres of new 200mm PVC, Class 150 water main, including appurtenances – a cost of \$44,900.

E) Low Lift Pump with VFD Electric Motor (NEW):

Installation of low lift pump and VFD electric motor (replaced existing low lift pump No. 3) – \$2,700.

F) Air Dryers:

Replaced the existing air dryers – \$4,100.

G) High Lift Pump No. 1 - Motor:

Rebuilt 60hp electric motor for high lift pump No. 1 – \$10, 400.



H) Low Lift Pump No. 3 (Existing):
Rebuilt Layne-Bowler pump – \$6,300.

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
July 06, 2011	Total Coliform	Present	P/A	Flushed service and re-sampled original AWQI, at source location. Notified MOE & Health	July 07 & 11, 2011

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
Raw	52	E.C.: 0 - 12	0 - 1600	N/A	N/A
Treated	52	0	0	52	0 - 6
Distribution	417	0	0	160	0 - 44

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Grab Samples	Range of Results (min #)-(max #)
Turbidity	8760	0.02 to 0.15
Chlorine	8760	1.19 to 2.26
Fluoride (If the DWS provides fluoridation)	8760	0.52 to 0.80

NOTE: For continuous monitors use 8760 as the number of samples.

NOTE: Record the unit of measure if it is **not** milligrams per litre.

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
June 01/07	Suspended Solids – Filter 3 (1 st Cycle) (2 nd Cycle) (3 rd Cycle)	March 07/11	38.6 2.4.3 <2	mg/L mg/L mg/L
June 01/07	Suspended Solids – Filter 4 (1 st Cycle) (2 nd Cycle) (3 rd Cycle)	May 25/11	12.3 8.9 3.5	mg/L mg/L mg/L
June 01/07	Suspended Solids – Filter 2 (1 st Cycle) (2 nd Cycle) (3 rd Cycle)	Sept. 06/11	5.2 3.2 2	mg/L mg/L mg/L



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

June 01/07	Suspended Solids – Filter 1 (1 st Cycle) (2 nd Cycle) (3 rd Cycle)	Dec. 0/11	26.6 <2 <2	mg/L mg/L mg/L
------------	--	-----------	------------------	----------------------

Summary of Inorganic parameters tested during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	March 14, 2011	<0.6	µg/L	None
Arsenic	March 14, 2011	<1.0	µg/L	None
Barium	March 14, 2011	<10	µg/L	None
Boron	March 14, 2011	<50	µg/L	None
Cadmium	March 14, 2011	<0.10	µg/L	None
Chromium	March 14, 2011	<1.0	µg/L	None
*Lead				
Mercury	March 14, 2011	<0.10	µg/L	None
Selenium	March 14, 2011	<1.0	µg/L	None
Sodium	March 08, 2010	11.7	mg/L	None
Uranium	March 14, 2011	<2.0	µg/L	None
Fluoride	March 08, 2010	0.522	mg/L	None
Nitrite	March 14, 2011	<0.020	mg/L	None
Nitrate	March 14, 2011	0.078	mg/L	None

*only for drinking water systems testing under Schedule 15.2; this includes large municipal non-residential systems, small municipal non-residential systems, non-municipal seasonal residential systems, large non-municipal non-residential systems, and small non-municipal non-residential systems

Summary of lead testing under Schedule 15.1 during this reporting period

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min#) – (max #)	Number of Exceedances
Plumbing			
Distribution			

Summary of Organic parameters sampled during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	March 14, 2011	<0.10	µg/L	None
Aldicarb	March 14, 2011	<1.0	µg/L	None
Aldrin + Dieldrin	March 14, 2011	<0.040	µg/L	None
Atrazine + N-dealkylated metabolites	March 14, 2011	<0.20	µg/L	None
Azinphos-methyl	March 14, 2011	<0.10	µg/L	None
Bendiocarb	March 14, 2011	<0.20	µg/L	None
Benzene	March 14, 2011	<0.50	µg/L	None
Benzo(a)pyrene	March 14, 2011	<0.01	µg/L	None
Bromoxynil	March 14, 2011	<0.20	µg/L	None
Carbaryl	March 14, 2011	<0.20	µg/L	None
Carbofuran	March 14, 2011	<0.20	µg/L	None
Carbon Tetrachloride	March 14, 2011	<0.50	µg/L	None



Chlordane (Total)	March 14, 2011	<0.30	µg/L	None
Chlorpyrifos	March 14, 2011	<0.10	µg/L	None
Cyanazine	March 14, 2011	<0.10	µg/L	None
Diazinon	March 14, 2011	<0.10	µg/L	None
Dicamba	March 14, 2011	<0.20	µg/L	None
1,2-Dichlorobenzene	March 14, 2011	<0.50	µg/L	None
1,4-Dichlorobenzene	March 14, 2011	<0.50	µg/L	None
Dichlorodiphenyltrichloroethane (DDT) + metabolites	March 14, 2011	<0.40	µg/L	None
1,2-Dichloroethane	March 14, 2011	<0.50	µg/L	None
1,1-Dichloroethylene (vinylidene chloride)	March 14, 2011	<0.50	µg/L	None
Dichloromethane	March 14, 2011	<0.50	µg/L	None
2-4 Dichlorophenol	March 14, 2011	<0.30	µg/L	None
2,4-Dichlorophenoxy acetic acid (2,4-D)	March 14, 2011	<0.20	µg/L	None
Diclofop-methyl	March 14, 2011	<0.20	µg/L	None
Dimethoate	March 14, 2011	<0.10	µg/L	None
Dinoseb	March 14, 2011	<0.20	µg/L	None
Diquat	March 14, 2011	<1.0	µg/L	None
Diuron	March 14, 2011	<1.0	µg/L	None
Glyphosate	March 14, 2011	<5.0	µg/L	None
Heptachlor + Heptachlor Epoxide	March 14, 2011	<0.20	µg/L	None
Lindane (Total)	March 14, 2011	<0.10	µg/L	None
Malathion	March 14, 2011	<0.10	µg/L	None
Methoxychlor	March 14, 2011	<0.10	µg/L	None
Metolachlor	March 14, 2011	<0.10	µg/L	None
Metribuzin	March 14, 2011	<0.10	µg/L	None
Monochlorobenzene	March 14, 2011	<0.50	µg/L	None
Paraquat	March 14, 2011	<1.0	µg/L	None
Parathion	March 14, 2011	<0.10	µg/L	None
Pentachlorophenol	March 14, 2011	<0.50	µg/L	None
Phorate	March 14, 2011	<0.10	µg/L	None
Picloram	March 14, 2011	<0.20	µg/L	None
Polychlorinated Biphenyls(PCB)	March 14, 2011	<0.035	µg/L	None
Prometryne	March 14, 2011	<0.10	µg/L	None
Simazine	March 14, 2011	<0.10	µg/L	None
THM (NOTE: show latest annual average)	Dec. 06, 2011	71.12	µg/L	None
Temephos	March 14, 2011	<0.10	µg/L	None
Terbufos	March 14, 2011	<0.20	µg/L	None
Tetrachloroethylene	March 14, 2011	<0.50	µg/L	None
2,3,4,6-Tetrachlorophenol	March 14, 2011	<0.50	µg/L	None
Triallate	March 14, 2011	<0.10	µg/L	None
Trichloroethylene	March 14, 2011	<0.50	µg/L	None
2,4,6-Trichlorophenol	March 14, 2011	0.55	µg/L	None
2,4,5-Trichlorophenoxy acetic acid (2,4,5-T)	March 14, 2011	<0.20	µg/L	None
Trifluralin	March 14, 2011	<0.10	µg/L	None
Vinyl Chloride	March 14, 2011	<0.50	µg/L	None



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

Parameter	Result Value	Unit of Measure	Date of Sample
Sodium	11.7	mg/L	March 08, 2010
THM	71.12	µg/L	Annual Average

**Ontario** Drinking-Water Systems Regulation O. Reg. 170/03**ANNUAL REPORT**

Drinking-Water System Number:	260060762
Drinking-Water System Name:	Sunny Cove Camp Well Supply
Drinking-Water System Owner:	Town of Fort Frances
Drinking-Water System Category:	Small Municipal Non-Residential System - Designated
Period being reported:	May 20, 2011 to October 03, 2011

Note:

The Town of Fort Frances became the owner of Sunny Cove Camp November 01, 2009.

Complete if your Category is Large Municipal Residential or Small Municipal Residential

Does your Drinking-Water System serve more than 10,000 people? Yes [] No []

Is your annual report available to the public at no charge on a web site on the Internet? Yes [] No []

Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.

--

Complete for all other Categories.

Number of Designated Facilities served:

1

Did you provide a copy of your annual report to all Designated Facilities you serve?

Yes [x] No []

Number of Interested Authorities you report to:

1

Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?

Yes [x] No []

Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
None	

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?

Yes [] No [] N/A [x]



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

Indicate how you notified system users that your annual report is available, and is free of charge.

- ☒ Public access/notice via the web
- ☒ Public access/notice via Government Office
- ☐ Public access/notice via a newspaper
- ☒ Public access/notice via Public Request
- ☐ Public access/notice via a Public Library
- ☐ Public access/notice via other method _____

Describe your Drinking-Water System

LOCATION:

- Sunny Cove Camp is located approximately 12 km. east of Fort Frances on the north side of Highway 11.
- A secure well pump house houses the well and treatment equipment.

SOURCE:

- One (1) drilled well with flow restrictor (7 USGPM or 0.44L/s)

TREATMENT (Primary Disinfection):

- Iron removal and softener through two (2) R-CAN Sanitizers (71 Litres or 2.5 cu. ft)
- Filtration - dual cartridge with 5µm filters
- Primary disinfection provided by chlorination – dual chlorine-metering pumps (one duty, one standby) and double-wall chemical solution tank
- Treated water passes through two (2) chlorine contact tanks, 300 L (80 USGal) per tank to ensure chlorine contact time (CT) is met.
- System is pressurized by pressure tank operating at pressures between 40 – 60 psi. Once below 40 psi the well pump and the duty chlorine-metering pump will come on

OTHER COMPONENTS:

- Backwash water for the R-CAN Sanitizer is directed to a fabric wrapped perforated pipe buried in crushed rock located just behind the pump house.

List all water treatment chemicals used over this reporting period

Sodium hypochlorite (5-20%) for primary treatment
 Crystal-Right CR200 – silica crystal media for water softening, iron and manganese removal
 Potassium Chloride – brine mixture

Were any significant expenses incurred to?

- ☐ Install required equipment
- ☐ Repair required equipment
- ☐ Replace required equipment



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

Agenda Item # 10.2 ...

Please provide a brief description and a breakdown of monetary expenses incurred

No Upgrades to Water System in 2011.

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
August 11, 2011	Loss of Pressure	N/A	N/A	Pressure Restored. DWA put in place. Two consecutive sets of bacteriological samples were taken 24 hours apart and were cleared of harmful bacteria.	August 15 & 16, 2011

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
Raw	5	E.C.: 0 - <1	0 - <1	N/A	N/A
Treated	2	0	0	2	0 - 1
Distribution	7	0	0	7	0 - 10

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Grab Samples	Range of Results (min #)-(max #)
Turbidity	N/A	
Chlorine	51	0.63 to 2.39
Fluoride (If the DWS provides fluoridation)	N/A	

NOTE: For continuous monitors use 8760 as the number of samples.

NOTE: Record the unit of measure if it is not milligrams per litre.

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
None				

Summary of Inorganic parameters tested during this reporting period or the most recent sample results



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	June 2, 2009	1.85	µg/L	No
Arsenic	June 2, 2009	<1.0	µg/L	No
Barium	June 2, 2009	58	µg/L	No
Boron	June 2, 2009	83	µg/L	No
Cadmium	June 2, 2009	<0.10	µg/L	No
Chromium	June 2, 2009	<1	µg/L	No
*Lead	September 26, 2011	<1.0	µg/L	No
Mercury	June 2, 2009	<0.10	µg/L	No
Selenium	June 2, 2009	<5.0	µg/L	No
Sodium	May 12, 2010	176##<MAC	mg/L	Yes
Uranium	June 2, 2009	<5.0	µg/L	No
Fluoride	June 11, 2009	0.141	mg/L	No
Nitrite	September 26, 2011	<0.02	mg/L	No
Nitrate	September 26, 2011	<0.030	mg/L	No

*only for drinking water systems testing under Schedule 15.2; this includes large municipal non-residential systems, small municipal non-residential systems, non-municipal seasonal residential systems, large non-municipal non-residential systems, and small non-municipal non-residential systems

Summary of lead testing under Schedule 15.1 during this reporting period

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min#) – (max #)	Number of Exceedances
Plumbing	N/A		
Distribution	N/A		

Summary of Organic parameters sampled during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	June 2, 2009	<0.10	µg/L	No
Aldicarb	June 2, 2009	<1.0	µg/L	No
Aldrin + Dieldrin	June 2, 2009	<0.040	µg/L	No
Atrazine + N-dealkylated metabolites	June 2, 2009	<0.2	µg/L	No
Azinphos-methyl	June 2, 2009	<0.10	µg/L	No
Bendiocarb	June 2, 2009	<0.20	µg/L	No
Benzene	June 2, 2009	<0.50	µg/L	No
Benzo(a)pyrene	June 2, 2009	<0.01	µg/L	No
Bromoxynil	June 2, 2009	<0.20	µg/L	No
Carbaryl	June 2, 2009	<0.20	µg/L	No
Carbofuran	June 2, 2009	<0.20	µg/L	No
Carbon Tetrachloride	June 2, 2009	<0.50	µg/L	No
Chlordane (Total)	June 2, 2009	<0.30	µg/L	No
Chlorpyrifos	June 2, 2009	<0.10	µg/L	No
Cyanazine	June 2, 2009	<0.10	µg/L	No
Diazinon	June 2, 2009	<0.10	µg/L	No
Dicamba	June 2, 2009	<0.20	µg/L	No



1,2-Dichlorobenzene	June 2, 2009	<0.50	µg/L	No
1,4-Dichlorobenzene	June 2, 2009	<0.50	µg/L	No
Dichlorodiphenyltrichloroethane (DDT) + metabolites	June 2, 2009	<0.40	µg/L	No
1,2-Dichloroethane	June 2, 2009	<0.50	µg/L	No
1,1-Dichloroethylene (vinylidene chloride)	June 2, 2009	<0.50	µg/L	No
Dichloromethane	June 2, 2009	<0.50	µg/L	No
2-4 Dichlorophenol	June 2, 2009	<0.50	µg/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	June 2, 2009	<0.20	µg/L	No
Diclofop-methyl	June 2, 2009	<0.20	µg/L	No
Dimethoate	June 2, 2009	<0.10	µg/L	No
Dinoseb	June 2, 2009	<0.20	µg/L	No
Diquat	June 2, 2009	<1.0	µg/L	No
Diuron	June 2, 2009	<1.0	µg/L	No
Glyphosate	June 2, 2009	<5.0	µg/L	No
Heptachlor + Heptachlor Epoxide	June 2, 2009	<0.20	µg/L	No
Lindane (Total)	June 2, 2009	<0.10	µg/L	No
Malathion	June 2, 2009	<0.10	µg/L	No
Methoxychlor	June 2, 2009	<0.10	µg/L	No
Metolachlor	June 2, 2009	<0.10	µg/L	No
Metribuzin	June 2, 2009	<0.10	µg/L	No
Monochlorobenzene	June 2, 2009	<0.50	µg/L	No
Paraquat	June 2, 2009	<1.0	µg/L	No
Parathion	June 2, 2009	<0.10	µg/L	No
Pentachlorophenol	June 2, 2009	<0.50	µg/L	No
Phorate	June 2, 2009	<0.10	µg/L	No
Picloram	June 2, 2009	<0.20	µg/L	No
Polychlorinated Biphenyls(PCB)	June 2, 2009	<0.02	µg/L	No
Prometryne	June 2, 2009	<0.10	µg/L	No
Simazine	June 2, 2009	<0.10	µg/L	No
THM (NOTE: show latest annual average)				
Temephos	June 2, 2009	<0.10	µg/L	No
Terbufos	June 2, 2009	<0.20	µg/L	No
Tetrachloroethylene	June 2, 2009	<0.50	µg/L	No
2,3,4,6-Tetrachlorophenol	June 2, 2009	<0.50	µg/L	No
Triallate	June 2, 2009	<0.10	µg/L	No
Trichloroethylene	June 2, 2009	<0.50	µg/L	No
2,4,6-Trichlorophenol	June 2, 2009	<0.50	µg/L	No
2,4,5-Trichlorophenoxy acetic acid (2,4,5-T)	June 2, 2009	<0.20	µg/L	No
Trifluralin	June 2, 2009	<0.10	µg/L	No
Vinyl Chloride	June 2, 2009	<0.50	µg/L	No

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

Parameter	Result Value	Unit of Measure	Date of Sample
Sodium	176*	mg/L	May 12, 2010

* Drinking Water Advisory posted at all taps informing persons of the high Sodium content in the water.

Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:02-01-2012 - 02-29-2012

Agenda Item # 10.4 ...

Municipality		Fort Frances			
Permit RollNo	Owner	Contractors	Property Address	Work Description	Units / Area
2012-002	KINSMAN THOMAS MERRITT 1216 EMO RD FORT FRANCES ON P9A 2V5	KINSMAN THOMAS MERRITT 1216 EMO RD FORT FRANCES ON	1216 EMO RD	INSTALL A NEW APPROVED SOLID FUEL BURNING APPLIANCE (WOOD STOVE)	\$1,000.00
59-12-010-006-04800-0000		(807) 274 9901	P9A 2V5	Legal Description: MCIRVINE RIVERP RANGE PT LOT:43 RR183 PART 19 PCL 16185	Stat's Canada Codes Building: 110 Work: 03
2012-003	KEMPF DEBORAH DOREEN 1003 BAYVIEW AVE FORT FRANCES ON P9A 2S6	KEMPF DEBORAH DOREEN 1003 BAYVIEW AVE FORT FRANCES ON	1003 BAYVIEW AVE	ENCLOSE EXISTING COVERED FRONT PORCH TO CREATE THREE SEASON ROOM	\$2,000.00
59-12-030-007-24200-0000		(807) 274 3380	P9A 2S6	Legal Description: PLAN SM27 LOT 26 TO 27 PCL:26-3	Stat's Canada Codes Building: 110 Work: 03
Sum	Summary (2 detail records)				2
Grand Total	Summary (2 detail records)				2
					\$3,000.00
					\$3,000.00

Thursday, March 01, 2012

Page 1 of 1