

TOWN OF FORT FRANCES

Administration & Finance Executive Committee

AGENDA - January 5, 2021, 12:00 PM

MEETING - Civic Centre/Virtual

Session # 1

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 807-701-5975,,894314717#](#) Canada, Thunder Bay

Phone Conference ID: 894 314 717#

	Page
1. <u>Call to Order</u>	
2. <u>Disclosure of pecuniary interest and the general nature thereof</u>	
3. <u>Approval of Previous Committee Minutes</u>	
3.1 Session No. 17 dated December 8, 2020.	2 - 3
4. <u>Items Referred from Council - None</u>	
5. <u>New Business</u>	
5.1 Charity Rebate Fort Frances Volunteer Bureau	4 - 15
5.2 Temporary Borrowing	16 - 17
5.3 Interim Tax Levy By-Law Authorization	18
5.4 Civil Marriage Solemnization Services	19 - 20
6. <u>Outstanding Items</u>	
6.1 Virtual Meeting Options - No Update	
7. <u>Information</u>	
7.1 Fire Rescue Service - November 2020	21 - 22
8. <u>In-Camera - None</u>	
9. <u>Adjourn / Next Meeting Date</u>	
January 19, 2021	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. 17

December 8, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre and Virtually on December 8, 2020 from Noon p.m. to 12:48 p.m.

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

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, L. Slomke, Clerk, J. Hughes, IT Manager, R. Thoms, B93.1 The Border (Noon to 12:26 p.m.) and K. Lawson, Deputy Clerk

1. Call to Order - Doug Brown CAO - Noon

- 1.1 Appointment of Chairperson and Vice Chairperson.
Doug Brown, CAO brought the matter to the floor. Councillor Judson indicated he was fine with having Councillor Wendy Brunetta remain as Chair and Councillor Andrew Hallikas remain as Vice Chair. All members were in agreement. The floor was then turned over to Councillor Brunetta to continue chairing the meeting.

2. Disclosure of pecuniary interest and the general nature thereof - no matters identified

3. Approval of Previous Committee Minutes

- 3.1 Session No. 16 dated November 17, 2020.

Judson-Hallikas: Approved as presented.

CARRIED

4. New Business

- 4.1 357/358 Applications for Tax Adjustment re: 1232 Colonization Road West. (2020).
- D. Galusha, Treasurer provided an overview of this report. Committee recommended processing the adjustment for 2020 taxes under **Section 357/358** of the Municipal Act for property located at 1232 Colonization Road West resulting from the removal of a garage from the property.
- 4.2 357/358 Applications for Tax Adjustment re: 615 First Street W. (2020).
D. Galusha, Treasurer provided an overview of this report. Committee recommended processing the adjustment for 2020 taxes under **Section 357/358** of the Municipal Act for property located at 615 First Street West resulting from the removal of a house from the property.
- 4.3 Councillor John McTaggart –OPP Governance and Legislative Changes Travel Expense Claim.
- Committee recommended approval of the per diem claim in the total amount of \$212.85 as submitted by Councillor John McTaggart for his attendance at the Ministry of the Solicitor General Regional Roundtable re: OPP Governance and related legislative changes held in Kkenora on February 12, 2020.
- 4.4 Approved 2020 Capital Budget - Purchase of Server Equipment.
- J. Hughes, IT Manager provided an overview of his report. Committee recommended
- 4.5 Procedure By-Law - Clarification.
- E. Slomke, Clerk provided an overview of the report for proposed clarifications for the

procedural by-law. Committee recommended approval of the clarifications as presented. The Clerk will look at the Boards and Committees by-laws to determine if the timeline for submission of agenda materials is included. She will forward her findings to members via email once concluded.

5. Outstanding Items

- 5.1 Virtual Meeting Options.
J. Hughes, IT Manager advised that this item will be furthered at a future meeting.

- 5.2 Accessibility for Ontarians with Disabilities Act - Web Site Support - City of Belleville Resolution - October 26, 2020.
- D. Brown, CAO and J. Hughes, IT Manager spoke to this matter. Members were advised that the Town is in compliance respecting this issue and will not require any funding supports. This item will now be removed from the Outstanding Items.

6. Information

The following items were received as information.

- 6.1 2020 October Statement of Operations- General Fund.
- 6.2 2020 November Statement of Operations- General Fund.
- 6.3 2020 October Statement of Operations- Sewer Fund.
- 6.4 2020 November Statement of Operations- Sewer Fund.
- 6.5 2020 October Statement of Operations- Water Fund.
- 6.6 2020 November Statement of Operations- Water Fund.

7. Adjourn -12:48 p.m. / Next Meeting Date - January 5, 2021

Executive Committee Chair

D. Brown, CAO

TO: Administration & Finance Executive Committee

FROM: Dawn Galusha, Treasurer

DATE: December 22, 2020

SUBJECT: Charity Rebate Application Re: Fort Frances Volunteer Bureau

BACKGROUND

On December 2, 2020 we received a Tax Rebate for Charitable Organizations Application from the Fort Frances Volunteer Bureau for 2020. This information is attached.

By-Law No. 32/03 was passed to establish a Tax Rebate Program for the purposes of providing relief from taxes for eligible charities or similar organizations who are an eligible charity with a registration number issued by the Canada Customs and Revenue Agency and has eligible property that is in one of the commercial or industrial property classes.

The Fort Frances Volunteer Bureau is a registered charity and owns property which is assessed in the Residential property class. Section 22 of By-Law 32/03 provides that Council of the Town of Fort Frances may by resolution designate a property class other than the commercial property classes and the industrial property classes to be included within the definition of “eligible property” for the purposes of the By-Law.

**Fort Frances Volunteer Bureau
2020 Charity Rebate**

Address: 140 Fourth St W
Roll # 1.1.18005

RTC/ RTQ	Assessment	Municipal Rate	School Rate	BIA Levy	Municipal Levy	Education Levy	BIA Levy	Capping Adjustment	Total Final Levy
RTEP	171,000	0.01750367	0.00153		\$ 2,993.13	\$ 261.63	\$ -	\$ -	\$ 3,254.76
	Charity Rebate 40%				\$ 1,197.25	\$ 104.65	\$ -	\$ -	\$ 1,301.90

G/L Distribution - CT

10-020-0265-1210-54512 \$ 1,197.25
10-010-0151-0122-50028 \$ 104.65
Total \$ 1,301.90

Approved by: _____ **Date:** _____

Final	2020
Mailing Date	July 17, 2020

Roll No. 010-001-18005-0000					Bill No. 221271			
Mortgage Company					Mortgage No.			
Name and Address					Municipal Address/Legal Description			
FORT FRANCES VOLUNTEER BUREAU 140 FOURTH ST W SUITE 1 FORT FRANCES ON P9A 3B8					00140 FOURTH ST W M68 BLK F PLAN M74 48R3656 PART 1 PCL BLK 4-1-0			
Assessment			Municipal Levy		County Levy		Education Levy	
Class	Value	Class/Educ. Support	Tax Rate(%)	Amount	Tax Rate(%)	Amount	Tax Rate(%)	Amount
RTEP	\$171,000.00	Res/Farm Tx:Full - EPubSup	0.01750367	\$2,993.13			0.00153000	\$261.63
Sub Totals >>>			Municipal Levy	\$2,993.13	County Levy	\$0.00	Education Levy	\$261.63
Special Charges					Installments		Summary	
By Law #	Description	Amt	Exp Year	Due Date	Amount			
				2020-08-31	\$851.51	Sub-Total - Tax Levy		\$3,254.76
				2020-09-30	\$850.00	Special Charges/Credits		\$0.00
						2020 Tax Cap Adjustment		\$0.00
						Final 2020 Levies		\$3,254.76
						Less Interim Tax Notice		\$1,553.25
						Past Due Taxes/Credit		\$0.00
Total Special Charges			\$0.00			Total Amount Due		\$1,701.51

Schedule 2
Explanation of Tax Changes 2019 to 2020

Final 2019 Levies	Final 2020 Levies	Total Year Over Year Change
\$3,106.51	\$3,254.76	\$148.25

Final 2019 Levies	\$3,106.51
* 2019 Annualized Taxes	\$3,106.51
2020 Local Municipal Levy Change	\$148.72
2020 County Levy Change	
2020 Provincial Education Levy Change	
2020 Tax Change Due to Reassessment	-\$0.47
** Final 2020 Levies	\$3,254.76

** Adjusted and final tax amounts apply only to the property or portion(s) of property referred to in this notice and may not include some special charges and credit amounts.

Schedule 3
Explanation of Property Tax Calculations

	Commercial	Industrial	Multi-Res.
2020 CVA Taxes	\$0.00	\$0.00	\$0.00
* 2019 Annualized Taxes	\$0.00	\$0.00	\$0.00
2020 Tax Cap Amount	\$0.00	\$0.00	\$0.00
2020 Provincial Education Levy Change	\$0.00	\$0.00	\$0.00
2020 Municipal Levy Change	\$0.00	\$0.00	\$0.00
** 2020 Adjusted Taxes	\$0.00	\$0.00	\$0.00

* An annualized tax figure is used in this analysis to compensate for mid-year adjustments in tax treatment or assessment value. If a property did not have any mid-year adjustments the annualized taxes should equal the Final tax amount listed above.

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

(807) 274-5323 Ext. 0000

Payment may be made at a financial institution by mail or in person at the Town of Fort Frances. The Town credits payment to accounts on the day it is received by our office. Payments must be received by closing time at the Civic Centre. Penalty at 1.25% will be added on the 1st day of the month following default and on the 1st day of each calendar month thereafter.
An NSF charge of \$33.80 will apply to all returned cheques.

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

(807) 274-5323

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An NSF charge of \$33.80 will apply to all returned cheques.

PLEASE DETACH AND SUBMIT WITH PAYMENT THANK YOU

Received from:	
Roll #	010-001-18005-0000
Name	FORT FRANCES VOLUNTEER BUREAU
Address	140 FOURTH ST W SUITE 1 FORT FRANCES, ON P9A 3B8
Due Date	Total Due
September 30, 2020	\$850.00

PLEASE DETACH AND SUBMIT WITH PAYMENT THANK YOU

Received from:	
Roll #	010-001-18005-0000
Name	FORT FRANCES VOLUNTEER BUREAU
Address	140 FOURTH ST W SUITE 1 FORT FRANCES, ON P9A 3B8
Due Date	Total Due
August 31, 2020	\$851.51

STATEMENT OF ACCOUNT

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

Date Issued: December 10, 2020

Issued To: FORT FRANCES VOLUNTEER BUREAU
140 FOURTH ST W SUITE 1
FORT FRANCES, ON
P9A 3B8

Roll #: 010- 001- 18005- 0000

Owners:
FORT FRANCES VOLUNTEER
BUREAU

Property Address: 00140 FOURTH ST W

Legal Description: F M74
M66 BLK F PLAN M74 48R3656
PART 1 PCL BLK 4-1-0

District(s):

Frontage: Lot 0.45 Acres, Front 330 Feet, Front 67 Feet

Zone: C2

LOCAL IMPROVEMENTS

PROPERTY ASSESSMENT

Taxation Year: 2020

Assessment Code	Description	Amount
RTEP	Res/Farm Tx:Full - EPubSup	\$171,000.00
Total Assessment:		\$171,000.00

ACCOUNT BALANCE

Year	Tax Amount	Interest/Penalty	Total Balance
2020	\$0.00	\$0.00	\$0.00
2019	\$0.00	\$0.00	\$0.00
2018	\$0.00	\$0.00	\$0.00
2017	\$0.00	\$0.00	\$0.00
2016 and prior	\$0.00	\$0.00	\$0.00

TRANSACTION SUMMARY

Year	Tax Levy	Supplemental Taxation	Penalty	Adjustment	Payment	Installments Not Yet Due	Balance
2020	\$3,254.76	\$0.00	\$31.91	\$0.00	(\$3,286.67)	\$0.00	\$0.00
2019	\$3,106.51	\$0.00	\$139.43	\$0.00	(\$3,245.94)	\$0.00	\$0.00
2018	\$3,226.63	\$0.00	\$371.53	\$0.00	(\$3,598.16)	\$0.00	\$0.00
2017	\$3,204.66	\$0.00	\$512.91	(\$508.68)	(\$3,208.89)	\$0.00	\$0.00
2016 and prior	\$33,514.67	\$0.00	\$1,729.70	(\$1,674.24)	(\$33,570.13)	\$0.00	\$0.00
							\$0.00

TRANSACTIONS

December 10, 2020 - December 10, 2020

**CORPORATION OF THE TOWN OF FORT FRANCES
TAX REBATE FOR CHARITABLE ORGANIZATIONS**

Application Form

Request for Tax Rebate for Taxation Year 20 20

Name of Organization: Fort Frances
Volunteer Bureau

Charitable Registration No: 118928043 RR0001

Location: 140 Fourth Street West
Fort Frances, ON P9A 3B8

Telephone No: 807-274-9555

Contact Name: John Sus

Length of Time at the Address: 40 years

Date of Occupancy if Less Than One Year:

Previous Address if Occupancy is Less Than One Year:

Mailing Address if Different from Location Above:

Name of Landlord: N/A

Telephone No:

Type of Lease: (Please Check One)

Net Lease: ☐

Gross Lease: ☐

Note: The building at 140 Fourth Street West, Fort Frances, ON P9A 3B8 is
owned by the Fort Frances Volunteer Bureau

Requested Documentation

- a) See attached files in email
- b) The old CN train station located at 140 Fourth Street West in Fort Frances is owned by the Fort Frances Volunteer Bureau (FFVB). This building is 7.37 m wide by 55.30 m long or approximately 24' wide by 180' long for a total of 4,320 sq ft. There is a partial second floor area measuring 24' wide by 24' long adding another 576 sq ft. The total usable floor space is 4,896 sq ft.

The FFVB rents offices located in the west side of the building. The area for rental offices, including connecting hallways, is the full 24' width of the building running a length of 60' eastward to the public washrooms for a total rental area of 1440 sq ft. The rental area represents approximately 30% (actual is 29.41%) of the usable floor space. The remainder of the building is used by the FFVB.

- c) Not applicable
- d) Not applicable
- e) Not applicable



Canada Revenue Agency

[Sign out](#)[Home](#) > [My Business Account](#)

Program account details

This is the information that CRA currently has on file for your organization. Review it for accuracy and completeness

Business number (BN) information

To update information listed here go to the homepage and, if available, submit a request through "Update registered charity or RCAA information". To learn more about the types of changes you can make to your business account, go to [Changes to your business](#).

Program account
number:

118928043RR0001

Organization name:

FORT FRANCES VOLUNTEER BUREAU

Operating/Trade
name:

Fort Frances Volunteer Bureau

Program account
type:

Charity

Language for
correspondence:

English

Program account information (post-registration only)

To request a change to any of this information go to the homepage and, if available, submit a request through "Update registered charity or RCAA information".

Account status:

Active

Registration date
(YYYY-MM-DD):

1980-11-01

Fiscal period end
(MM-DD):

03 - 31

Designation:

Charitable organization

Program account address information

To update this information, return to the homepage and, if available, select "Manage address".

Physical location address

**140 4TH STREET W
FORT FRANCES, ON
P9A3B8
CANADA**

Mailing address

Care of:

140 FOURTH STREET W

**FORT FRANCES, ON
P9A3B8
CANADA**

Books and records address

(Must be an address in Canada and cannot be a post office box)

Care of:

**140 4TH STREET W
FORT FRANCES, ON
P9A3B8
CANADA**

Public contact information (post-registration only)

The following information may be available to the public on the List of charities webpage. To make a change go to the homepage and, if available, submit a request through "Update registered charity or RCAA information".

Email

Email

fortfrancesvb@gmail.com

Website

Website

No data is available in the table

Social media

Social media type	Social media account name
No data is available in the table	

Phone number

Phone number	Extension
(807) 274-9555	

Business account owners

These are the owners, partners, or directors currently associated with your organization's business number. These individuals are able to receive information and make amendments associated with your business number and program account. They may be different than the directors, trustees, and like officials that you list in your annual return.

To request a change of your business account owners go to the homepage and, if available, submit a request through "Update registered charity or RCAA information". To learn other ways to update this information, go to [Change of owner, partners or directors](#).

List of owners

First name	Last name
Carrie	Atatise-Norwegian
Laura	Bruyere
GABRIEL	HANZUK
JOEL	MORRIS

First name	Last name
JOHN	SUS

Authorized representatives

An individual, firm or group may have been granted authority to receive information or make changes to your business account. To view or update your organization's authorized representatives go to the homepage and select the "Authorize or manage representatives" option within the Business profile tab.

[Previous](#)

Screen ID: MBA-DTLS

Date modified: 2019-05-08

History of Fort Frances Volunteer Bureau
(Last updated April 1991)

The Fort Frances Volunteer Bureau was formed in 1980 and incorporated in 1983, to enable and encourage citizens to serve the community and region through volunteer participation; and to help other community organizations to optimize their usefulness through effective liaison with volunteers. At first FFVB recruited for larger organizations; and screened and placed volunteers in one-to-one situations with the elderly, shut-ins, new immigrants and the disadvantaged. Since that time our mandate has included Big Buddies for lonely boys; Assoc. for Community Living; Family and Children's Services; Raincrest Home for the Elderly; LaVerendrye Hospital visitors; Nursery School drivers; Boy Scout/Girl Guide volunteers; Substitute Grandparents; Library Helpers; Income Tax Helpers; Skills Exchange; Office Help; Board Members for Non-Profit Organizations.

Even before special funding became available, the Bureau was helping people with literacy needs. In 1985 the FFVB had 22 literacy tutors who volunteered a total of 926 hours. Since that time, with the help of the Ministries of Community and Social Services, and of Skills Development, more has been done every year to help people who have had literacy needs. We have since worked very hard to provide a service that recognized and addressed the needs of many categories of literacy client. Currently we offer ABE, ABL, ESL, Computer Assisted Learning, Sash Readers Programs and Supplementation, a Jail Visitations and Follow-Up Program, a Students Helping Students Program, and a Night School Program. Other programming options include Numeracy and Success with Money, and Keyboarding and Basic Word Processing. We also offer free testing and needs assessments, to those who request them. We hope to be adding a Family Literacy Program to this catalogue of services, in the near future. Further, we wish to provide an access ramp for physically handicapped people within the next fiscal year.

During the past two years, we have worked hard to help promote International Literacy, not just for 1990, but for every year, and for every person. Our Literacy Sash became a product of this effort. Now there is a product that is recyclable, does not threaten our forests (because it is made of nylon), and whose colours and texture present less discomfort to many learners who have had negative experiences with the traditional methods and materials. Our ancillary materials are more encouraging than many conventional materials as well.

We are all very proud of the good work we produce through the Fort Frances Volunteer Bureau.

Provincial Incorporation Number: 560279
Charitable Organization Number: 0604124-09-20

TO: Administration & Finance Executive Committee
FROM: Dawn Galusha, Treasurer
DATE: January 5, 2021
SUBJECT: 2021 Temporary Borrowing to Meet Current Expenditures

BACKGROUND

Section 407 of the Municipal Act authorizes the Town to provide for temporary borrowing, until taxes are collected and other revenue is received, necessary to meet the current expenditures of the municipality for the year. Pursuant to the Act, the total amount borrowed at any one time plus any outstanding principal borrowed and accrued interest shall not exceed 50 per cent of the total estimated revenues of the municipality from January 1 to September 30 and 25 per cent of the total estimated revenues of the municipality from October 1 to December 31 for the year.

Attached is the CIBC required documentation for borrowing for the 2021 fiscal year. An authorizing by-law must be passed.



By-Law No. _____

A by-law authorizing the borrowing of money to meet current expenditures of the council of The Corporation of the Town of Fort Frances
(the "Municipality")

- A. In accordance with subsection 407(1) of the Ontario *Municipal Act*, S.O. 2001, c.25 (the "Act"), the Municipality considers it necessary to borrow the amount of \$400,000 to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year.
- B. Pursuant to subsection 407(2) of the Act, the total amount borrowed pursuant to this by-law together with the total of any similar borrowings is not to exceed the limits set forth in that subsection or other relevant sections of the Act and if so required under subsection 407(2), the Municipality shall have obtained the approval of the Ontario Municipal Board.

Therefore, the Council of the Municipality enacts as follows:

1. The Head and the Treasurer are authorized on behalf of the Municipality to borrow from time to time from **Canadian Imperial Bank of Commerce ("CIBC")** a sum or sums not exceeding in the aggregate \$ _____ to meet, until taxes are collected, the current expenditures of the Municipality for the year pursuant to subsection 407(1) of the Act, and to execute any documents that are required in connection with the borrowing of the above sum, plus interest, at a rate to be agreed upon from time to time with CIBC, in addition to any reasonable charges of CIBC associated with this borrowing.
2. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year and in previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
4. The Treasurer is authorized to furnish to CIBC a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid.

Passed this _____ day of _____, _____.



Head of the Municipality

Clerk

I hereby certify that the foregoing is a true and complete copy of the By-law numbered above of the Municipality in the Province of Ontario, duly passed at a meeting of the Council of the Municipality and that this By-law is in full force and effect.

Dated this _____ day of _____, _____.

Witness the corporate seal



Clerk

TO: Administration & Finance Executive Committee
FROM: Dawn Galusha, Treasurer
DATE: December 22, 2020
SUBJECT: Interim Tax Levy for 2021

BACKGROUND

Section 317 of the *Municipal Act* authorizes the municipality to pass a by-law to provide for an interim tax levy. The levy cannot exceed 50% of the total amount of taxes for municipal and school purposes levied on the property for the previous year, however does provide the authority to make adjustments if the amount that would be raised is extreme for any reason.

It is in the best interest of the municipality to begin the collection of taxes each year in a timely manner to reduce borrowing costs. The traditional due dates for interim taxes are the last working day in February 2021 (February 26th) and the last working day in March 2021 (March 31st).

December 24, 2020

REPORT TO: Mayor & Council

FROM: Elizabeth (Lisa) Slomke, AOMC
Municipal Clerk

SUBJECT: Marriage Solemnization Services

In 2015, Council approved a report from me which authorized amendment to the marriage solemnization by-law (copy attached). Now that Kathryn Lawson has retired, the by-law needs to once again be amended so that Karyn Haney can deliver this service.

I am hoping that Karyn can take the training in 2021 and we will begin to deliver the service primarily in Council Chambers. There are other people in the Town and District that now are willing to deliver marriage solemnization services, thus not imperative that Karyn and I run all over the district.

We will prepare a schedule suitable to both of us, ensuring that there is coverage for the Clerk's responsibilities as our priority.

TOWN OF FORT FRANCES

BY-LAW NO. 59/15

(Being a by-law to authorize the delivery of marriage solemnization services through the office of the Clerk for the Corporation of the Town of Fort Frances).

WHEREAS the *Marriage Act* and Regulation thereunder, provides that a Clerk of a local municipality is authorized to solemnize marriages within the Province of Ontario under the authority of a license;

AND WHEREAS the *Municipal Act, 2001* provides that a Clerk may delegate in writing to any person, other than a member of council, any of the clerk's powers under this or any other Act and that the clerk may continue to exercise the delegated power and duties despite the delegation;

AND WHEREAS on November 9, 2015, Council, on the recommendation of the Administration and Finance Executive Committee, approved a report from the Town Clerk to continue to authorize the delivery of civil marriage solemnization services through the office of the Clerk for the Corporation of the Town of Fort Frances;

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

1. That Council does hereby direct that civil marriage solemnization services be implemented through the Office of the Town Clerk.
2. That Council recognizes that the Town Clerk be authorized to solemnize marriages on behalf of the Corporation of the Town of Fort Frances.
3. That Council does hereby support the Town Clerk delegating the authority to provide civil marriage solemnization services to Kathryn M. Lawson, Deputy Clerk as long as she is an employee of the Town of Fort Frances.
4. That the fee payable for marriage services be set out in the User Fees By-Law for the Town of Fort Frances as may be amended from time to time.
5. That By-law 47/07 is hereby repealed.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 9th day of November 2015.

Original signed by R. Avis

R. Avis, MAYOR

Original signed by E. Slomke

E. Slomke, CLERK



FIRE RESCUE SERVICE

"PRIDE & HONOUR"

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement



NOVEMBER 2020 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Total Hours: Incidents; Training; Public Education; and Public Service	Training Sessions:	Public Ed & Prevention; Public Events; Public Service:	Fire Safety Standards Enforcement Inspections / Re-inspections for 2020:	Fire Drills	EMS Calls:	Fire Calls:	Fire Loss estimated values in Dollars:
169.2	18	0	82	0	1	0	0
Alarm Calls:	MVC Calls:	Water Related Rescue Calls:	(CO) Carbon Monoxide / Gas Leak Calls:	Hazmat Calls:	Mutual Aid Calls:	Other Calls:	Tickets Issued:
2	3	0	1	0	0	0	0

TEAM MEMBERS RESPONDED TO 7 CALLS FOR SERVICE DURING NOVEMBER 2020.

Total Hours:

- **11.2 Hours** was spent on responding to Emergency Incidents.
- **158 Hours** was spent on Training.

Time of Day:

During this month, **71%** of our calls for service occurred on the Day Shift between 07:00 & 19:00 and **29%** of our calls for service occurred during the Night Shift between 19:00 & 07:00.

Fire Prevention Inspections / Re-inspections:

Since March 13, 2020, fire prevention inspections had been suspended due to the COVID-19 pandemic. On August 17, 2020 Fire Safety Inspections were re-instated. 7 fire safety inspections were completed in November, which were completed in a safe manner with all the PPE and Health and Safety protocols in place.

Fire Alarms: 2 False Fire Alarm Calls.

MVC (Motor Vehicle Crashes): 3 calls. Two were in the Town of Fort Frances, while one was outside the town.

Natural Gas Call: 1 call for reports of a natural gas smell.

EMS Calls: 1 call.



FIRE RESCUE SERVICE

"PRIDE & HONOUR"

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement



NOVEMBER 2020 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Public Fire Safety Education:

Weekly Fire & Life Safety Tips continue to be published in the Thursday edition of the Fort Frances Bulletin. As well, we continue to post a weekly Safety Share on our towns official Facebook Page.

Backup Generator Commissioned for Primary Evacuation Centre

Members of the Town of Fort Frances Council, Administration, Fort Frances Power Corporation (FFPC) and the Fort Frances Fire Rescue Services celebrated the official commissioning and start-up of the new backup generator located at the Fort Frances High School. The school is designated as the town's Primary Emergency Evacuation Centre. The new diesel-powered generator is programmed to start-up after five seconds of power loss from the electrical distribution grid. A big thank goes out to the Fort Frances Power Corporation (FFPC), Town of Fort Frances Council, Rainy River District School Board, Town of Fort Frances Team Members, Caron ML Electric, and Wajax Power Systems who all contributed towards making this community-based project a reality. Well done!



Photo Credit: Ken Kellar – Fort Frances Times