

TOWN OF FORT FRANCES

AGENDA - November 22, 2021

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COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 86) 5:30 PM

Page

1. **Call to Order / Roll Call**
2. **Disclosure of pecuniary interest and the general nature thereof.**
3. **Delegations/Deputations:**
 - 3.1 357-358 Application 1336 Colonization Road West 5 - 10
- approval of this report will agree with the recommendation of the Administration & Finance Executive Committee to process the adjustment for 2021 taxes under Section 357/358 of the Municipal Act for property located at 1336 Colonization Road West resulting from the commercial portion of the property being removed as they no longer have a business there.
 - 3.2 Best for Kitty - Gord McCabe, Joan Foley 11 - 12
- to be referred to Planning and Development Executive Committee for a recommendation
4. **Council Reports on Board & Committee Activity:**
 - 4.1 Councillor McTaggart - Verbal Update
Councillor Judson - Verbal Update
Councillor Wiedenhoeft - Verbal Update
5. **Consent Agenda:**
 - 5.1 Planning and Development Draft User Fees 2022 13 - 19

		Page
	- approval of this report will agree with the recommendation of the Planning and Development Executive Committee to approve the proposed 2022 Planning and Development division user fees as presented.	
5.2	Community Service Draft User Fee 2022	20 - 27
	- approval of this report will agree with the recommendation of the Community Services Executive Committee to endorse in principle the attached 2022 user fee schedule as amended, and to extend the removal of non-resident user fees until such time that an analysis of the non-user fee removal can be performed.	
5.3	Transfer Payment Agreement with Norther Ontario Heritage Fund Corporation - Community Enhancement Program (Rural Enhancement Stream) Funding	28 - 64
	- approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that The Town of Fort Frances enter into a Transfer Payment Agreement with the Northern Ontario Heritage Fund Corporation under the Community Enhancement Program (Rural Enhancement Stream) and that an authorizing By-Law be prepared to allow the Mayor and Clerk to execute the agreement on behalf of the corporation.	
5.4	Administration & Finance Draft User Fees 2022	65 - 69
	- approval of this report will agree with the Administration & Finance Executive Committee recommendation that the Administration & Finance 2022 user fees be approved.	
5.5	Letter from Riverside Health Care Re: Meals on Wheels	70 - 77
	-approval of this report will agree with the recommendation of the Administration & Finance Executive Committee to approve a Grant in the amount of \$6,064.97 for the 2021 year to Riverside Health Care Facilities for the Meals on Wheels program. Further the Memberships and Grants Policy	
	1.16 will be sent to Riverside Health Care Facilities, so they are fully aware of the requirements if they are to receive or request the Grant in the future.	
5.6	2022 Emergency Services User Fees & Charges	78 - 79
	-approval of this will agree to the recommendation of the Administration & Finance Executive Committee to approve this report as presented and bring forward the resolution to approve the proposed 2022 user fees and charges for the Emergency Services.	

	Page
5.7 Contribution Agreement with Northern Ontario Heritage Fund for Airport Improvements	80 - 113
-approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to enter into a contribution agreement with Northern Ontario Heritage Fund Corporation for funding relating to projects at the Fort Frances Airport and that an authorizing by-law be prepared to authorize the agreement be signed by the Mayor and Clerk	
5.8 October 2021 Drinking Water Systems Monthly Summary Report	114 - 124
- approval of this report will accept the October 2021 report prior to it being made available to the general public	
5.9 2022 Operations and Facilities Division User Fees & Charges	125 - 141
-approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that Council endorses the 2022 proposed user fees and charges for the Operations & Facilities Division in principle with an increase of 4% with a few exceptions where the rate increase is other than 4% as outlined on the attached spreadsheets and that a by-law be prepared prior to January 1st, 2022. That Council endorses the proposed Cemetery Price List as outlined on the attached spreadsheet in principle with an increase of 4% and that it will go into effect on January 1st, 2022.	
5.10 Establishing 2022 Water and Sewer Rates	142 - 154
- approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to adopt Scenario 3 on Spreadsheet Number 1 as the water and sewer rates for 2022 as further outlined in the report.	
6. <u>Planning and Development Division:</u>	
6.1 Extension of Letter of Understanding with the Township of Albion regarding Dog By-Law Enforcement Services	155 - 157
-approval of this report will agree with the recommendation and direct that a By-Law be prepared for the purpose of executing the signing of a letter of understanding by the Mayor and the Clerk	
7. <u>Economic Development Division:</u>	
7.1 International Falls Bridge	158 - 166
- that Council directs Administration to prepare a response with the input from the Economic Development Executive Committee to a letter dated November 16, 2021 submitted by Tamara Rudge, Director General of Transport Canada	

8. Information:

8.1	Notice of Intent from the Integrity Commissioner - The Integrity Commissioner for the Town of Fort Frances has provided notice that an Inquiry has been completed and that a Report overview will be provided at the December 13, 2021 Committee of the Whole Meeting.	
8.2	September activities for By-Law Enforcement	167 - 168
8.3	October 2021 Building Statistics	169
8.4	Fort Frances Wastewater Treatment Facility October 2021 Monthly Report	170 - 178
8.5	Operations and Facilities Division - Environmental Area- Operations Statistics - Oct 2021	179
8.6	Environmental Stats	180 - 182
8.7	Sewer and Water Data for 2021	183
8.8	Airport Statistics	184 - 185

9. ADJOURNMENT

ADMINISTRATION AND FINANCE DIVISION

Treasury Report 2021/60

To: Mayor Caul & Members of Council
FROM: Dawn Galusha, Treasurer
DATE: November 22, 2021
SUBJECT: 357/358 Applications for Tax Adjustment
Re: 1336 Colonization Rd W (2021) Roll# 5912-010-006-02000-0000

BACKGROUND

Attached is the 357/358 Application for reconsideration of assessment and adjustment of taxes for March 31, 2021 to December 31, 2021 for 1336 Colonization Rd W. The adjustment is due to the commercial portion of the property being removed as they no longer have a business there. The impact to the 2021 taxes is a reduction of \$1,009.00 of which \$700.40 is municipal and \$308.60 is education.

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

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council approve the adjustment of taxes for March 31, 2021 to December 31, 2021 under Section 357/358 of the *Municipal Act* for property located at 1336 Colonization Road West resulting from the commercial portion of the property being removed as they no longer have a business there.

Council Approval of this Report will agree to the recommendation of the Administration & Finance Executive Committee to process the adjustment for 2021 taxes under Section 357/358 of the Municipal Act for property located at 1336 Colonization Road West resulting from the commercial portion of the property being removed as they no longer have a business there.

2021 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS**357 Applications**

# Days	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	BIA	TOTAL
276	2021	1.6.02000	-58,700	CT	0.03366352	0.00848241	-1,494.22					-376.51		-1,870.73
276	2021	1.6.02000	58,700	RTES	0.01788408	0.00153000	793.82		67.91					861.73
							-700.40		67.91			-376.51		-1,009.00

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

MPAC's RESPONSE

Owner name(s)	PETERS, ANDREW JAMES
Roll number	5912-010-006-02000-0000
Property location	1336 COLONIZATION RD W
Property description	PLAN SM51 LOT 24 PCL 24-1
Municipality/Local taxing authority	FORT FRANCES TOWN
Application number	
Application reason	Classification Change
Received date	October 26, 2021
Claim relief period	From: March 31, 2021 - To: December 31, 2021
Taxation year	2021

Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020/2021
OWNR COM C T	42,300	58,700	46,400	50,500	54,600	58,700
OWNR RU R T	182,700	197,300	186,350	190,000	193,650	197,300
Total	225,000	256,000	232,750	240,500	248,250	256,000

Change to the Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020/2021
OWNR RU R T	237,056	256,000	241,792	246,528	251,264	256,000
Total	237,056	256,000	241,792	246,528	251,264	256,000

MPAC Remarks

MPAC has removed the commercial apportionment from all land and structures as no longer in business.

MPAC Representative:	Mark Cawston
Date:	October 26, 2021

SECTION 357/358 APPLICATION

Application/Appeal #

TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Taxation Year

Municipality: TOWN OF FORT FRANK Roll Number: 54-12-010-006-080-00
 Property Address: 1336 CROZATON RD Applicant Name: ANDREW PETERS
 Owner Name: ANDREW PETERS Contact Number: 575-9191
 Mailing Address: 1336 CROZATON RD Alternative Num: _____
FT ON P9A QTR

Reason for Application: (Check one box only)

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

Details of Reason: BUSINESS CLOSED MAR 31, 2021

Effective from: 03/31/21 to 12/31/21 Applicant Signature: Andrew Peters Date: 10/26/21
 (MM/DD/YY) (MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY				ASSESSOR				
Assessment Roll As Returned		Revised Since Roll Return <input type="checkbox"/>		Assessment Report School Bd: <input type="checkbox"/> Eng <input type="checkbox"/> Fr <input type="checkbox"/> Other				
		Enter Revisions Below		<input type="checkbox"/> No Change in Assessment <input type="checkbox"/> \$357 Required for Next Year				
RTC/RTQ	2012 Base-year CVA	2016 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2012 Base-year CVA	Revised 2016 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
<u>57N</u>			<u>58,710</u>					
<u>RTES</u>			<u>19,720</u>					
Revised:				Reason for Change (Assessor Comments):				
Reason Original Assessment Revised:								
Assessor Name:				Signature:		Date: ____/____/____		

TREASURER'S REPORT ON TAX LIABILITY

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy

Recommended: ☐ No Adjustment ☐ Adjustment ☐ Cancellation ☐ Refund Total Amount _____

Comments: _____

Treasury Position: _____ Signature: _____ Date: ____/____/____

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY): ____/____/____

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

Reason: _____

Appeared for Applicant _____ Appeared for Municipality _____

Signature of Council/ARB Member _____ Name/Title _____

Batch: HH10272021PETER

s Code	Description	Land Exempt Land	Improvements pt Improvements	Other Exempt Other	Total	Levy

General						
CTN	Com Tx:Full - NoSup	\$0	\$0	-\$58,700	-\$58,700	-\$1,870.73
		\$0	\$0	\$0		
RTES	Res/Farm Tx:Full - ESep	\$0	\$0	\$58,700	\$58,700	\$861.73
		\$0	\$0	\$0		
Total General		\$0	\$0	\$0	\$0	-\$1,009.00
		\$0	\$0	\$0		

Report Total:						-\$1,009.00
=====						

Date: 10/27/2021 9:29:54 AM
User: hhatch

Town of Fort Frances
Distribution Summary
Property Taxes

AGENDA ITEM #3.1
Page: 1

Batch: HH10272021PETER

Account Number	Account Description	Amount
001-0000-0040-10241	Taxes Receivable- Current	-\$1,009.00
10-010-0150-0121-50019	Residential - ES	-\$793.82
10-010-0150-0122-50014	Commercial Tax Full - T (Including D	\$1,494.22
10-010-0151-0121-50019	Residential - ES	-\$67.91
10-010-0151-0122-50014	Commercial Tax Full - T (Including D	\$376.51
	Report Total:	\$0.00

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

Appendix E

Application for Delegation / Deputation


**REQUEST FOR DELEGATION / DEPUTATION BEFORE
COUNCIL OF THE TOWN OF FORT FRANCES**
**ALL DELEGATIONS / DEPUTATIONS ARE REQUIRED TO PROVIDE A WRITTEN
SUBMISSION PRIOR TO THE AGENDA DEADLINE**

All written or electronic submissions and background information for consideration by Council must be submitted to the Clerk's Office by 12 noon on the Thursday preceding the meeting. Electronic submissions should be submitted in Microsoft Power point, Microsoft word or PDF format. As per the Procedural By-law, there is a maximum of three (3) deputations allowed per meeting and delegates are given ten (10) minutes to make their presentation.

Preferred Meeting Date: November 1 or November 8, 2021

I am requesting a delegation / deputation to speak:

- a) ☐ On my own behalf; or
 b) ☒ On behalf of a group / organization / association (if b) please state name of group below)
Best for Kitty Cat Rescue

Will you be providing an electronic formatted presentation? ☐ Yes ☒ No

Name of Speaker (s) – A delegation / deputation wishing to appear before Council shall be limited to a total speaking time of ten (10) minutes (regardless of the number of speakers listed). Please state name of speaker(s) below.

Gord McCabe/Joan Foley

Subject of Presentation

Please describe below the subject matter of the requested delegation / deputation in sufficient detail to provide the Town of Fort Frances a means to determine its content and define how the matter aligns with Council's mandate / strategic priorities. All material needs to be provided to the Clerk by 12 noon on the Thursday prior to the meeting.

Request to use the town's animal facility to house cats in emergency situations.

(use a separate sheet of paper if not enough space allowed here)

Reason why this delegation / deputation is important to Council and to the municipality:

We do a great deal to alleviate the stray cat population in town.

Date of Request: October 25, 2021 Signature of Speaker: *R McCabe* *J Foley*

Address: 921 Banta Blvd.

Telephone / Fax Numbers: 807 275-9753

E-mail Address: bestforkitty@gmail.com

Scheduling will be at the discretion of the Clerk and will be confirmed prior to the meeting deadline. There are no guarantees that by requesting a certain date(s) your delegation / deputation will be accepted, as prior commitments may make it necessary to schedule an alternate date suggested by the Clerk.

Individuals who submit letters and other information to Council should be aware that any personal information contained within their communications may become part of the public record and made available through the Council Agenda process.



Best for Kitty
308 Fifth St W.
Fort Frances, ON
P9A 3S1

October 6, 2021

Town of Fort Frances

Dear committee members

We would like to introduce you to Best for Kitty. We are a "cats-only" rescue which began operation in October 2020 to address a need that we felt existed in the Rainy River District. Prior to Covid, Paws and Claws, an animal rescue organization in International Falls, was able to serve many of the area's needs. However, with the border no longer accessible, we launched our organization and to date we have rescued and rehomed close to 70 cats and kittens, something we are very proud of.

We operate solely on donations. We take stray, abandoned or neglected cats and kittens, have them vetted (shots and neuter/spay), and then find them loving, forever homes or transfer them to larger rescues in Ontario where the demand for cats or kittens is greater. We believe we are helping tremendously with the stray cat population in Fort Frances and surrounding areas.

We are not asking for any direct financial assistance. We do have a small group of fosters, and these people, along with our small group of 5 volunteers, pay all expenses for fostering (food, kitty litter, etc.), We pay for the bulk of this out of our own pockets. We use donations largely to pay for vet care which is very expensive.

We do, however, need your help. One of our major issues is a warm and safe place to house cats who come into our care when no foster is available. We are asking the Town to allow shared access to a portion of the animal facility on Fifth St. W. We would use this space to house a small number (max. five) of cats ONLY when we have no foster available. We would be solely responsible for all aspects of their care so would require access to visit the facility daily. We are hoping this will be the first step in developing a working relationship with the Town to help alleviate the problem of stray and abandoned cats in the community.

We would be happy to answer any questions you may have, either from individuals, or if necessary, at a full meeting of Council.


Gord McCabe
President


Joan Foley
Secretary/Treasurer

Helping cats and kittens of the Rainy River District

Email bestforkitty@gmail.com Telephone (807) 275-9753 or (807) 276-8670

Date: November 22, 2021

Report To: Mayor & Council

From: Cody Vangel, Chief Building Official & Municipal Planner

Re: User Fees – Planning & Development - 2022

Attached the Council will find the draft proposed 2022 user fees for the Planning and Development Division. Administration applied the 4% increase as indicated in the October 25, 2021 Committee of the Whole & Council agendas to most P&D user fees with the exception of the following:

Animal Control

In comparison to neighbouring municipalities, it was determined that Fort Frances animal control fees are already higher than most. Additionally, given that by-law enforcement frequently accepts payment at the shelter without having change on hand, it is recommended to round up to the nearest \$1.00 from the approved 2021 User Fees.

Annual Parking Space & Loading Zone

Since introducing an increased rental rate in 2018 uptake on annual parking spot rentals has significantly dropped. See following table. As such, it is recommended to hold at the \$600.00, and not increase 4%.

	Rental Rate	Spots Rented	Revenue Generated
2016	\$370.70	39	\$14,457.30
2017	\$376.26	39	\$14,673.75
2018	\$540.00	27	\$14,580.00
2019	\$600.00	16	\$9,600.00
2020	\$600.00	13	\$7,800.00
2021	\$600.00	13	\$7,800.00

Metered On-Street Parking

Metering equipment is programmed internal to the devices at a set rate. It is recommended to hold at the 2020 approved rates of \$1.25/hr for on-street parking and \$4.00/day for unreserved parking spaces (Portage Ave Lot) to avoid reprogramming.

Planning Fees

Upon review of neighbouring municipalities Planning Application fees, it is recommended that Planning Application Fees (except for Request for Property Information and Assignment of Property Address) remain at the approved 2020 rate. Where applicable, these fees will also include the clause “plus public notice” as a cost recovery item for newspaper public notices as outline in the Planning Act.

The proposed draft 2022 Planning and Development User Fees can be seen attached with this report, along with a comparison of neighbouring municipalities Building & Planning fees. The proposed 2022 user fees were considered at the November 15, 2021 session of the Planning and Development Executive Committee where the committee made recommendation to approve as presented.

Respectfully submitted.



Cody Vangel
Chief Building Official & Municipal Planner



Patrick Briere
By-Law Enforcement

Council approval of this report will agree with the recommendation of the Planning and Development Executive Committee to approve the proposed 2022 Planning and Development division user fees as presented.

TOWN OF FORT FRANCES
2022 SCHEDULE OF FEES BY-LAW __/22
SCHEDULE "C"

0.04

All Rates are effective January 1, 2022, unless otherwise noted.
HST is noted per line or per section as applicable.

3.0 Planning & Development

3.1 Building/Demolition Permits

- 3.1.1** Garages, Accessory Use Buildings, Covered Decks
- 3.1.2** Uncovered Decks, Sheds, Temporary Structures
- 3.1.3** Residential Constructions (Single Detached Dwellings, Attached Garages, Factory Built Structures)
- 3.1.3.1** Main Floor
- 3.1.3.2** Basement
- 3.1.3.3** Each Additional Floor
- 3.1.4 All Other Construction/Demolition Not Conforming to the Above Fee Schedule**
- 3.1.4.1** 1st \$1,000 of Value
- 3.1.4.2** Each Additional \$1,000 of Value or Part Thereof
- 3.1.4.3** Progress Reports
- 3.1.4.4** Conditional Permit
- 3.1.4.5** Re-Inspection Fee
- 3.1.4.6** Special Call Out Services

3.2 Plumbing Inspection Fee

- 3.2.1** Per Fixture

3.3 Change of Use

3.4 Residential Demolition

3.5 Administration Fee

- 3.5.1** Construction/Demolition Commenced
Prior to Issuance of Building Permit

3.6 Transfer of Permit Fee

3.7 Application for Deferral of Revocation

3.8 Refund of Fees

- 3.8.1** Permit Issued but Construction Not Commenced
- 3.8.2** Reduction of Refund for Each Field Inspection Performed
After Issuance of Permit

Unit	2021 - Approved	2022 With 4% Increase	2022 - Recommendation	Notes
	Resident	Resident	Resident	
/sq.ft	0.42	0.44	0.44	Agree with 4% increase
/sq.ft	0.27	0.28	0.28	Agree with 4% increase
/sq.ft	0.83	0.86	0.86	Agree with 4% increase
/sq.ft	0.67	0.70	0.70	Agree with 4% increase
/sq.ft	0.42	0.44	0.44	Agree with 4% increase
Flat Rate	57.00	59.28	59.28	Agree with 4% increase
\$/ \$1000	11.40	11.86	11.86	Agree with 4% increase
Flat Rate	98.00	101.92	101.92	Agree with 4% increase
Flat Rate	259.45	269.83	269.83	Agree with 4% increase
Flat Rate	98.00	101.92	101.92	Agree with 4% increase
	Applicable Rates (Time & OH)			
\$/fixture	11.40	11.86	11.86	Agree with 4% increase
Flat Rate	87.00	90.48	90.48	Agree with 4% increase
Flat Rate	57.95	60.27	60.27	Agree with 4% increase
Flat Rate	159.80	166.19	166.19	Agree with 4% increase
	Greater of \$159.8 or 10% of Building or Demolition Permit Fee	Greater of \$166.19 or 10% of Building or Demolition Permit Fee	Greater of \$166.19 or 10% of Building or Demolition Permit Fee	Agree with 4% increase
Flat Rate	57.95	60.27	60.27	Agree with 4% increase
Flat Rate	57.00	59.28	59.28	Agree with 4% increase
	50%	50%	50%	
	5%	5%	5%	

SCHEDULE "C"

3.9 Moving Permit Fees

- 3.9.1 Single Trip
- 3.9.2 Single Short Term Job
- 3.9.3 Single Job - 6 Months
- 3.9.4 Annual Permit

3.10 Sign Permit Fee

- 3.10.1 Permanent Sign Fee
- 3.10.2 Mobile Sign - 30 Day Permit
- 3.10.3 Mobile Sign - 90 Day Permit
- 3.10.4 Mobile Sign - 180 Day Permit
- 3.10.5 Annual Sign Fee (Signs on Town Property)

3.11 Swimming Pool Fencing Permit Fee

3.12 Animal Control

- 3.12.1 3.12.1.1 Cat/Dog License - Spayed/Neutered
- 3.12.1 3.12.1.2 Cat/Dog License - Unspayed/Non-Neutered
- 3.12.1 3.12.1.3 Cat/Dog Lifetime Licence Spayed/Neutered/Microchip/Tattoo
- 3.12.1 3.12.1.4 Replacement for Lost Tag
- 3.12.2 Impound Fee
- 3.12.3 Protective Care Fee per day

3.13 Private Parking Spaces (Rented)

- 3.13.1 Annual Fee Each

3.14 Portage Avenue Municipal Parking Lot

- 3.14.1 Each Parking Space per Year
- 3.14.2 Unreserved Parking Spaces - Daily

3.15 Metered On-Street Parking

3.15 Loading Zone - Annual Fee Each

3.17 Church Loading Zone - Annual Fee Each

Unit	2021 - Approved	2022 With 4% Increase	2022 - Recommendation	Notes
	Resident	Resident	Resident	
	98.00	101.92	101.92	Agree with 4% increase
	129.80	134.99	134.99	Agree with 4% increase
	259.60	269.98	269.98	Agree with 4% increase
	519.20	539.97	539.97	Agree with 4% increase
	64.90	67.50	67.50	Agree with 4% increase
	11.80	12.27	12.27	Agree with 4% increase
	29.55	30.73	30.73	Agree with 4% increase
	58.90	61.26	61.26	Agree with 4% increase
	53.50	55.64	55.64	Agree with 4% increase
	79.95	83.15	83.15	Agree with 4% increase
		-		
	25.90	26.94	26.00	Rounded up to nearest \$ due to dealing with cash at shelter. Rounded up from 2021
	38.20	39.73	39.00	
	21.00	21.84	21.00	
	19.10	19.86	20.00	
	84.00	87.36	84.00	
	21.15	22.00	22.00	
				Remain with 2021 due to decline in revenue 2018 - 27 parking stalls 2019 - 16 parking stalls 2020 - 13 parking stalls 2021 - 13 parking stalls
	600.00	624.00	600	
				Remain with 2021 due to decline in revenue 2018 - 27 parking stalls 2019 - 16 parking stalls 2020 - 13 parking stalls 2021 - 13 parking stalls
	600.00	624.00	600	
	4.00	4.16	4	Set rate with meter equipment
	1.25	1.30	1.25	Set rate with meter equipment
				Remain with 2021 due to decline in revenue 2018 - 27 parking stalls 2019 - 16 parking stalls 2020 - 13 parking stalls 2021 - 13 parking stalls
	600.00	624.00	600	
	75.40	78.42	78.42	Agree with 4% increase

SCHEDULE "C"

3.18 Planning Fees

- 3.18.1 Official Plan Amendment
- 3.18.2 Zoning By-Law Amendment
- 3.18.3 Removal of "H" Symbol
- 3.18.4 Temporary Use By-Law
- 3.18.4.1 Extension to Temporary Use By-Law
- 3.18.5 Application for Subdivision/Condominium
- 3.18.5.1 Amendment to Subdivision/Condominium
- 3.18.6 Consent (i.e. new lot, easement, lot addition, etc.)
- 3.18.6.1 Successive Applications (related property)
- 3.18.6.2 Additional Fee if easement, ROW included
- 3.18.7 Minor Variance / Special Permission
- 3.18.8 Acknowledgement, Undertaking & Indemnification
- 3.18.9 Site Plan Agreement
- 3.18.9.1 Amendment to Site Plan Agreement
- 3.18.10 Request for Property Information
- 3.18.11 Encroachment Agreement or other land use agreement not listed elsewhere
- 3.18.12 Validation of Title / Power of Sale
- 3.18.13 Reschedule Public Meeting (at applicant's request) all planning applications
- 3.18.14 Deeming By-Law (applies to second and successive lot)
Land Titles, Ontario Land Tribunal, Planner's Fees
- 3.18.15 if applicable, excessive staff time
- 3.18.16 Solicitor Fees incurred by the Municipality related to any Planning matters within
Section 3.18
- 3.18.17 Pre-consultation fee pertaining to 3.18.1, 3.18.2, 3.18.3, 3.18.4, 3.18.5 & applied to
applicable fee as noted upon receipt of completed application
- 3.18.18 Assign Property Address

3.19 Daily Impoundment fee for vehicles, trailers, boats, etc.

Unit	2021 - Approved	2022 With 4% Increase	2022 - Recommendation	Notes
	Resident	Resident	Resident	
			2600.00	Remain at 2021 fee due to comparison with neighbouring municipalities
Plus Public Notice	2,600.00	2,704.00		
Plus Public Notice	1,400.00	1,456.00	1400.00	
Plus Public Notice	1,000.00	1,040.00	1000.00	
Plus Public Notice	1,000.00	1,040.00	1000.00	
Plus Public Notice	362.15	376.64	362.15	
Plus Public Notice	3,018.00	3,138.72	3018.00	
Plus Public Notice	603.60	627.74	603.60	
Plus Public Notice	585.15	608.56	585.15	
Plus Public Notice	293.70	305.45	293.70	
Plus Public Notice	293.70	305.45	293.70	
Plus Public Notice	324.50	337.48	324.50	
	64.25	66.82	64.25	
	1,040.30	1,081.91	1040.30	
	324.50	337.48	324.50	
	64.90	67.50	67.50	Agree with 4% increase
	389.30	404.87	389.30	Remain at 2021 fee due to comparison with neighbouring municipalities
	324.45	337.43	324.45	
	324.45	337.43	324.45	
	64.90	67.50	64.90	
	Cost Recovery Basis	Cost Recovery Basis	Cost Recovery Basis	
	Cost Recovery Basis	Cost Recovery Basis	Cost Recovery Basis	
	10% of Applicable Fee	10% of Applicable Fee	10% of Applicable Fee	
	64.90	67.50	67.50	Agree with 4% increase
	102.30	106.39	106.39	Agree with 4% increase

TOWN OF FORT FRANCES - Municipality Fee Comparison

2.0 Planning & Development (Plus applicable taxes) Effective January 1, 2021

2.1 Building/Demolition Permits

2.1.1.1	Garages, Accessory Use Buildings, Covered Decks	\$/sq.ft
2.1.1.2	Uncovered Decks, Sheds, Temporary Structures	\$/sq.ft
2.1.1.3	Residential Constructions (Single Detached Dwellings, Attached Garages, Factory Built Structures)	
2.1.1.3.1	Main Floor	\$/sq.ft
2.1.1.3.2	Basement	\$/sq.ft
2.1.1.3.3	Each Additional Floor	\$/sq.ft
2.1.2	All Other Construction Nor Conforming to the Above Fee Schedule	
2.1.2.1	1st \$1,000 of Value	Flate Rate
2.1.2.2	Each Additional \$1,000 of Value or Part Thereof	\$/ \$1000
2.1.2.3	Progress Reports	Flate Rate
2.1.2.4	Conditional Permit	Flate Rate
2.1.2.5	Re-Inspection Fee	Flate Rate
2.1.2.6	Special Call Out Services	
2.2	Plumbing Inspection Fee	
2.2.1	Per Fixture	\$/fixture
2.3	Change of Use	Flate Rate
2.4	Residential Demolition	Flate Rate \$/sq.ft
2.5	Administration Fee	
2.5.1	Construction/Demolition Commenced Prior to Issuance of Building Permit	Flat Rate
2.6	Transfer of Permit Fee	Flat Rate
2.7	Application for Deferral of Revocation	Flat Rate
2.8	Refund of Fees	
2.8.1	Permit Issued but Construction Not Commenced	
2.8.2	Reduction of Refund for Each Field Inspection Performed After Issuance of Permit	
2.11	Swimming Pool Fencing Permit Fee	
2.18	Planning Fees	
2.18.1	Official Plan Amendment (Delegation of OPA approval January 1, 2016)	plus public notice
2.18.2	Zoning By-Law Amendment	plus public notice
2.18.3	Removal of "H" Symbol	plus public notice
2.18.4	Temporary Use By-Law	plus public notice
2.18.4.1	Extension to Temporary Use By-Law	plus public notice
2.18.5	Application for Subdivision/Condominium	plus public notice
2.18.5.1	Amendment to Subdivision/Condominium	plus public notice
2.18.6	Consent (i.e. new lot, easement, lot addition, etc.)	plus public notice
2.18.6.1	Successive Applications (related property)	plus public notice
2.18.6.2	Additional Fee if easement, ROW included	plus public notice
2.18.7	Minor Variance / Special Permission	plus public notice
2.18.8	Acknowledgement, Undertaking & Indemnification	
2.18.9	Site Plan Agreement	
2.18.9.1	Amendment to Site Plan Agreement	
2.18.10	Request for Property Information	

Red indiciates a municipality with higher fee than Fort Frances						
Fort Frances 2021	Emo 2021	Kenora 2021	Red Lake 2021	Sioux Lookout 2021	Dryden 2021	Thunder Bay 2021
\$ 0.42		\$75.00 per bay		\$ 0.35	\$ 0.20	\$.28/sq.ft or \$200 for deck
\$ 0.27		\$ 0.25			\$ 0.20	\$.28/sq.ft or \$100 for deck
\$ 0.83		\$ 0.50		\$ 0.60	\$ 0.60	\$ 1.21
\$ 0.67				\$ 0.20		\$ 0.28
\$ 0.42				\$ 0.50		
\$ 57.00	\$ 50.00			50-100	30-100	\$ 100.00
\$ 11.40	\$ 8.00			\$ 8.00	\$ 8.00	\$ 12.00
\$ 98.00						
\$ 259.45				fee + 50%		\$ 250.00
\$ 98.00		\$ 30.00		\$ 50.00		
Applicable rates						\$ 200.00
\$ 11.40		\$ 10.00		\$ 8.00	\$ 10.00	\$ 12.00
\$ 87.00		\$ 75.00		\$ 100.00		\$ 100.00
\$ 57.95	\$ 100.00	\$ 40.00				\$ 100.00
		\$ 0.05		\$ 0.06		
Greater of \$159.80 or 10%	\$200 + fee	fee + (25% to 100%)		\$200 + 200% of fee		
\$ 57.95		\$ 30.00		\$ 50.00		100-250
\$ 57.00		\$ 50.00				
50%						
5%						
\$79.95						
\$2,600.00	\$ 1,800.00	\$1,500	\$700	\$1,000	\$2,305	\$4,284
\$1,400.00	\$ 850.00	\$1,100	\$600	\$800	\$1,590	\$3,264
\$1,000.00		\$1,100				\$255
\$1,000.00			\$600	\$600	\$1,145	\$3,264
\$362.15						
\$3,018.00	\$ 20,000.00	2000-5000	\$2,000	2000-6000	\$3,000	\$2,550
\$603.60		\$400			\$510	
\$585.15	\$ 500.00	\$550	\$600	\$700	\$693	\$1,224
\$293.70						\$306
\$293.70						
\$324.50	\$ 250.00	\$325	\$300	\$400	\$458	\$1,224
\$64.25						
\$1,040.30	\$ 1,200.00	200-800	\$550	800-5000	\$1,000	\$1,530
\$324.50		\$100	\$100		\$291	\$1,020
\$64.90	\$50	\$90	\$50	\$50	\$61	\$100

TOWN OF FORT FRANCES - Municipality Fee Comparison	
2.18.11	Encroachment Agreement or other land use agreement not listed elsewhere
2.18.12	Validation of Title / Power of Sale
2.18.13	Reschedule Public Meeting (at applicant's request) all planning applications
2.18.14	Deeming By-Law (applies to second and successive lot)
2.18.15	Land Titles, Ontario Municipal Board, Planner's Fees, if applicable, excessive staff time
2.18.16	
2.18.17	Solicitor Fees incurred by the Municipality related to any Planning matter within Section 2.18 Pre-consultation fee pertaining to 2.18.1, 2.18.2, 2.18.3, 2.18.4, 2.18.5
2.18.18	"applied to applicable fee as noted upon receipt of completed application"
	Assign Property Address

Red indiciates a municipality with higher fee than Fort Frances						
Fort Frances 2021	Emo 2021	Kenora 2021	Red Lake 2021	Sioux Lookout 2021	Dryden 2021	Thunder Bay 2021
\$389.30					\$264	
\$324.45	\$ 200.00	\$350	\$300	\$600	\$529	\$1,020
\$324.45					\$291	
\$64.90	\$ 300.00	\$250		\$200.00 flat rate	\$233.00 flat rate	\$510
Cost Recovery Basis						
Cost Recovery Basis						
10% of applicable fee						
\$64.90	\$ 50.00					

November 15, 2021

Report To: Mayor and Council

From: Aaron Bisson, Manager of Recreation and Culture

RE: 2022 Community Service User Fees Schedule

Attached is the Community Services User fee schedule proposed for 2022. The presented fee changes have the approved 4.0% increase to the current 2021 user fee schedule.

There are a couple of exceptions to the increases shown below:

		2021	2022
6.4.2.1	Semiprivate lesson rate per child		\$14.45
6.11.1	Sorting Gap – Slip Rental	\$510.00	\$600.00
6.12.1.1	5 day Week	\$135.00	\$140.40
6.12.1.2	Each additional child	\$125.00	\$130.00
6.12.1.3	Remove		
6.12.1.4	Remove		
6.12.1.5	Remove		
6.12.1.6	Four Weeks	\$500.00	\$520.00
6.12.1.7	Each additional Child	\$475.00	\$494.00
6.12.1.8	Remove		
6.12.1.9	Remove		
6.12.1.10	Remove		
6.12.1.11	Remove		
6.12.1.12	4 day week (week of August long)	\$108.00	\$112.30
6.12.1.13	Each additional Child for 4 day week	\$100.00	\$104.00

The proposed increase to \$600 was approved in 2020 to bring the cost closer to the other docking options in the area and closer to other Municipalities. We have traditionally been significantly less expensive than other options.

The Summer Program fees are the fees that were recommended at a February 18, 2020 CSEC meeting and subsequently approved at the following council meeting. These approved fee increases did not get carried forward in 2021 and are being correctly updated for the 2022 user fee schedule.

The Semiprivate swimming lesson rate is a new rate being proposed to allow for multiple children from the same family or two similarly aged children from different families to share a private lesson.

Recommendation

The Community Service Division recommends to Mayor & Council to endorse in principle the attached 2022 user fee schedule as presented with a 4.0% increase over the 2021 user fees, the newly proposed semiprivate swimming lesson fee, and the previously approved increases noted above.

Respectfully Submitted,

Aaron Bisson

Aaron Bisson
Manager of Recreation and Culture

Council approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse in principle the attached 2022 user fee schedule as amended, and to extend the removal of non-resident user fees until such time that an analysis of the non-user fee removal can be performed.

TOWN OF FORT FRANCES
2022 SCHEDULE OF FEES BY-LAW __/21
SCHEDULE "G"

All Rates are effective January 1, 2022, unless otherwise noted.
HST is noted per line or per section as applicable.

		2021	2022 DRAFT
6.0 Community Services			
6.1 Fort Frances Memorial Arena			
6.1.1 Rink Board/In-ice Advertising Rates (Plus HST)	<u>Annual</u>		
6.1.1.1 One Rink	430.58	447.83	
6.1.1.2 Both Rinks	725.58	754.60	
6.1.1.3 In-Ice Advertising	1,081.42	1,124.69	
6.1.1.4 Zamboni	1,203.41	1,251.55	
6.1.2 Ice Surface Rentals (Plus HST)			
Prime Time - Opening to 8:00 A.M. Mon - Fri; 3:30 P.M. to Close. Mon - Fri; Opening to Close Saturday & Sunday			
6.1.2.1 Youth	104.03	108.23	
6.1.2.2 Adult	156.15	162.39	
*Non-Resident rate for hockey and figure skating programs			
Ice Surface Rentals (Plus HST)			
Non Prime Time - 8:00 A.M. to 3:30 P.M. Mon - Fri (Excluding Holidays, School Breaks & Tournaments)			
6.1.2.3 Youth	72.08	74.95	
6.1.2.4 Adult	110.49	114.91	
6.1.3 Summer Ice (Plus HST)			
6.1.3.1 Youth	125.05	130.04	
6.1.3.2 Adult	187.08	194.60	
6.1.4 Tournament (Plus HST)			
6.1.4.1 Youth	123.59	128.54	
6.1.4.2 Adult	169.34	176.10	
6.2 Pool/Fitness Centre - Memberships			
6.2.1 Adult (Plus HST)			
6.2.1.1 Annual	519.56	540.35	
6.2.1.2 Six Months	337.74	351.24	
6.2.1.3 Three Months	183.05	190.35	
6.2.1.4 One Month	79.20	82.35	
6.2.1.5 Daily	7.57	7.87	
6.2.2 Student			
6.2.2.1 Annual	258.20	268.55	
6.2.2.2 Six Months	174.50	181.50	
6.2.2.3 Three Months	93.60	97.35	
6.2.2.4 One Month	54.80	57.00	
6.2.2.5 Daily	5.90	6.45	
6.2.3 Child			
6.2.3.1 Annual	82.05	85.35	
6.2.3.2 Daily	4.30	4.45	

SCHEDULE "G"

TOWN OF FORT FRANCES
2022 SCHEDULE OF FEES BY-LAW __/21
SCHEDULE "G"

All Rates are effective January 1, 2022, unless otherwise noted.

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		2021	2022 DRAFT
6.2.4	Family - Annual (Plus HST)		
6.2.4.1	Adult	519.56	540.35
6.2.4.2	Spouse	432.87	450.17
6.2.4.3	Student	222.61	231.50
6.2.4.4	Child	69.11	71.91
6.2.5	Senior (60 Years of Age or Older) (Plus HST)		
6.2.5.1	Annual	396.73	412.61
6.2.5.2	Six Month	258.01	268.36
6.2.5.3	Three Month	139.69	145.27
6.2.5.4	One Month	60.53	62.96
6.2.5.5	Daily	5.84	6.10
6.2.6	Locker Fees (Plus HST)		
6.2.6.1	Locker - 6 Months	46.55	48.45
6.2.6.2	Locker - Annual	69.96	72.79
6.2.6.3	Locker - 3 Months	31.77	33.05
6.3	Pool Rental Rates (Plus HST)		
6.3.1	Non-Profit Group rate (per hour)	104.29	108.45
6.3.2	6.3.2.1 Swim Club - contracted	75.75	78.76
	6.3.2.2 Additional Hours	88.59	92.12
6.3.3	One Lane	28.01	29.16
6.3.4	Lifeguard	20.98	21.86
6.3.5	6.3.5.1 One Guard Pool Rental	104.29	108.45
	6.3.5.2 Two Guard Pool Rental	125.05	130.04
	6.3.5.3 Three Guard Pool Rental	145.97	151.86
	6.3.5.4 Four Guard Pool Rental	166.72	173.41
	6.3.5.5 Five Guard Pool Rental	189.38	196.94
	6.3.5.6 One Instructor	105.49	109.73
6.4	Swimming Lesson Rates		
6.4.1	Red Cross Lessons (9)	75.85	78.90
6.4.2	Private Lessons per time	20.80	21.65
6.4.2.1	Semiprivate Lesson rate per time		14.45
6.4.3	Lifesaving	83.55	86.90
6.4.4	Combo Class	86.30	89.75
6.4.5	Bronze Star	88.60	92.15
6.4.6	Bronze Medallion & Emergency First Aid Book	130.00	135.20
6.4.7	Bronze Cross & Standard First Aid	91.20	94.85
6.4.8	National Life Services	Market Price	Market Price
6.4.9	Board of Education - 10 Lessons	49.25	51.20
6.4.10	Aquafit & Aerobics (Per Class) (Plus HST)	5.93	6.15
6.4.11	Senior Aquafit & Aerobics (Plus HST)	4.91	5.10

New rate for serr

SCHEDULE "G"

TOWN OF FORT FRANCES
2022 SCHEDULE OF FEES BY-LAW ___/21

SCHEDULE "G"

All Rates are effective January 1, 2022, unless otherwise noted.

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	2021	2022 DRAFT
6.5 Auditorium (Plus HST)		
6.5.1 Base Rate/event	208.18	216.51
6.5.2 Hourly	46.11	47.96
6.5.3 Social/Wedding (incl. Kitchen)	455.13	473.37
6.5.4 Tournament Rate	325.44	338.45
6.5.5 Contracted (72% of Base Rate)	33.10	34.42
6.5.6 Kitchen Rate per Hour	46.06	47.92
6.6 East End Hall (Plus HST)		
6.6.1 Base Rate	97.96	101.90
6.6.2 Socials/Weddings	214.16	222.75
6.7 MSC Conference Meeting Rooms (Plus HST)		
6.7.1 Meeting	19.91	20.71
6.7.2 Daily Rate (Tournament/Special Event)	65.93	68.59
6.8 Arena Floors (no Ice) (Plus HST)		
6.8.1 Ice for Kids (600 people)	649.29	675.26
6.8.2 Ice for Kids (600 people) with Liquor License	855.79	890.04
6.8.3 Ice for Kids (up to 1200 people)	805.13	837.35
6.8.4 Ice for Kids (up to 1200 people) with Liquor License	1,012.83	1,053.36
6.8.5 52 Canadians (up to 600 people)	583.89	607.26
6.8.6 52 Canadians (up to 600 people) with Liquor License	765.49	796.11
6.8.7 52 Canadians (up to 1200 people)	723.59	752.52
6.8.8 52 Canadians (up to 1200 people) with Liquor License	905.40	941.60
6.8.9 Both Floors (up to 1800 people)	1,054.87	1,097.03
6.8.10 Both Floors (up to 1800 people) with Liquor License	1,406.29	1,462.56
6.8.11 Both Floors (Maximum Capacity)	1,194.74	1,242.52
6.8.12 Both Floors (Maximum Capacity) with Liquor License	1,545.84	1,607.65
6.8.13 Exercise/short Program- half pad (Regular use contracted rate 72% of listed rate)	58.63	60.98
6.8.14 Exercise/short Program- full pad (Regular use contracted rate 72% of listed rate)	78.06	81.19
6.9 Ball Diamonds / Soccer Fields (Plus HST)		
6.9.1 Youth Soccer/ Baseball - Half field - Per Team	143.63	149.43
6.9.2 Youth Soccer - Full Field - Per Team	207.74	216.06
6.9.3 Adult Soccer - Per Team	337.74	351.24
6.9.4 Adult Slow Pitch - Per Team	389.60	405.17
6.9.5 Tournament - Youth - Per Team	39.69	41.33
6.9.6 Tournament - Adult - Per Team	52.21	54.29
6.9.7 Fastball	337.74	351.24
6.10 Other Courses and Services		
6.10.1 Babysitting Course	53.20	55.35
6.10.2 First Aid Course - 8 hour	102.55	106.65
6.10.3 First Aid Course - 13 hour	113.95	118.50
6.10.4 Manual	37.20	38.70
6.10.5 P.A. Day	38.35	39.90
6.10.6 P.A. Day Extra Child	33.65	35.00

SCHEDULE "G"

TOWN OF FORT FRANCES
2022 SCHEDULE OF FEES BY-LAW __/21

SCHEDULE "G"

All Rates are effective January 1, 2022, unless otherwise noted.

HST is noted per line or per section as applicable.

	2021	2022 DRAFT
6.10.7 Membership Cards Town	10.90	11.35
6.10.8 Recreator Ads - Users	164.20	170.75
6.10.9 Recreator Ads - Non Users	196.95	204.85
6.10.10 Non-resident Fee Winter Programs		-
6.10.11 P Fit Class (High School Program)	16.30	16.95
6.10.12 Ice Paint Machine (Plus HST)	230.22	239.43
6.10.13 Bags of Ice (Plus HST)	2.66	2.79
6.10.14 COVID Cleaning- Monthly Fee- per user	7.00	

6.11 Sorting Gap Marina (Plus HST)

6.11.1 Sorting Gap - Slip Rental - Per Season

6.11.2 River Front - Slip Rental - Per Season

6.11.3 Daily (overnight)

6.11.4 Weekly

6.11.5 Launch Fees: Daily

6.11.6 Launch Fees: Seasonal

6.11.7 Launch Fees: Commercial

510.00	600.00	Phase 2 of the proposed increase in 2020
323.19	336.11	
10.44	10.89	
51.90	53.99	
8.14	8.46	
58.41	60.76	
195.62	203.46	

6.12 Summer Youth Program Hours: 8:00am - 5:00pm; programming offered from 9:00am-4:00pm with 8:00am-9:00am being drop off and 4:00pm-5:00pm pickup**6.12.1 Rec-n-Crew**

- 6.12.1.1 Week
- 6.12.1.2 each additional child
- 6.12.1.3 early/late supervision 1st child
- 6.12.1.4 early/late supervision additional child
- 6.12.1.5 Extra Supervision - difficult child
- 6.12.1.6 Four Weeks
- 6.12.1.7 each additional child
- 6.12.1.8 Sunny Cove 3 nights 4 days camp
- 6.12.1.9 each additional child
- 6.12.1.10 5 day camp
- 6.12.1.11 each additional child
- 6.12.1.12 4 day week
- 6.12.1.13 each additional child - 4 day week

rate approved in 2019

75.25	135.00	78.25	140.40
68.80	125.00	71.55	130.00
33.10		Removed	
24.85		Removed	
33.10		Removed	
266.50	500.00	277.15	520.00
259.75	475.00	270.15	494.00
168.30		Removed	
148.05		Removed	
128.55		Removed	
122.40		Removed	
89.35	108.00	92.90	112.30
83.20	100.00	86.55	104.00

6.13 Townshend Theatre - (Plus HST)**6.13.1 Town Recreation Program**

- 6.13.1.1 Set up & Rehearsal
- 6.13.1.2 First show in Run
- 6.13.1.3 Second show same Day
- 6.13.1.4 Next show same Run
- 6.13.1.5 Weekly Rate - Sunday to Sunday 6:00 p.m.
- 6.13.1.6 *Cafeteria Rental with Performance

N/C		N/C	
N/C	+ \$1.50 Surtax	N/C	+ \$1.50 Surtax
N/C	+ \$1.50 Surtax	N/C	+ \$1.50 Surtax
N/C	+ \$1.50 Surtax	N/C	+ \$1.50 Surtax
N/C	+ \$1.50 Surtax	N/C	+ \$1.50 Surtax
N/C		N/C	

6.13.2 Board of Education

- 6.13.2.1 Set up & Rehearsal
- 6.13.2.2 First show in Run
- 6.13.2.3 Second show same Day
- 6.13.2.4 Next show same Run
- 6.13.2.5 Weekly Rate - Sunday to Sunday 6:00 p.m.
- 6.13.2.6 *Cafeteria Rental with Performance

N/C		N/C	
N/C	+ \$1.50 Surtax	N/C	+ \$1.50 Surtax
N/C	+ \$1.50 Surtax	N/C	+ \$1.50 Surtax
N/C	+ \$1.50 Surtax	N/C	+ \$1.50 Surtax
N/C	+ \$1.50 Surtax	N/C	+ \$1.50 Surtax
N/C		N/C	

SCHEDULE "G"

TOWN OF FORT FRANCES
2022 SCHEDULE OF FEES BY-LAW __/21

SCHEDULE "G"

All Rates are effective January 1, 2022, unless otherwise noted.

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		2021	2022 DRAFT
6.13.3	Community Theatre		
6.13.3.1	Set up & Rehearsal - 7 hours	154.69	160.89
6.13.3.2	First show in Run - 7 hours	303.54 + \$1.50 Surtax	315.66
6.13.3.3	Second show same Day - 12 hours	498.27 + \$1.50 Surtax	518.23
6.13.3.4	Next show same Run - 7 hours	303.54 + \$1.50 Surtax	315.66
6.13.3.5	Weekly Rate - Sunday to Sunday 6:00 p.m.	1,231.32 + \$1.50 Surtax	1,280.57
6.13.3.6	**Cafeteria Rental with Performance	114.51	119.07
6.13.3.7	**Cafeteria Rental with Performance - Alcohol served	229.16	238.32
6.13.4	Community Use - Religious Groups, Charitable Non-Profit, Music Festivals		-
6.13.4.1	Set up & Rehearsal - 7 hours	154.69	160.89
6.13.4.2	First show in Run - 7 hours	303.54 + \$1.50 Surtax	315.66
6.13.4.3	Second show same Day - 12 hours	498.27 + \$1.50 Surtax	518.23
6.13.4.4	Next show same Run - 7 hours	303.54 + \$1.50 Surtax	315.66
6.13.4.5	Weekly Rate - Sunday to Sunday 6:00 p.m.	1,231.32 + \$1.50 Surtax	1,280.57
6.13.4.6	**Cafeteria Rental with Performance	114.51	119.07
	**Cafeteria Rental with Performance - Alcohol served	229.16	238.32
6.13.5	Commercial Use - Business, Dance Schools, Corporations, Political Rallies		-
6.13.5.1	Set up & Rehearsal - 7 hours	229.16	238.32
6.13.5.2	First show in Run - 7 hours	458.14 + \$1.50 Surtax	476.51
6.13.5.3	Second show same Day - 12 hours	715.93 + \$1.50 Surtax	744.56
6.13.5.4	Next show same Run - 7 hours	458.14 + \$1.50 Surtax	476.51
6.13.6	Tech Fee		-
6.13.6.1	Tech Fee (0 - 3 hours event)	54.02	56.19
6.13.6.2	Tech Fee (3 - 8 hours event)	81.10	84.33
6.13.6.3	Tech Fee (8+ hours event)	108.19	112.57
6.13.6.4	Tech Weekend Fee (Hourly Rate plus 1hr before and 1hr after event time)	43.28	45.00
6.14	Fort Frances Public Library- see Library website		
6.15	Fort Frances Museum		
6.15.1	Research		
6.15.1.1	Access	10.35	10.75
6.15.1.2	Staff - initial inquiry	16.80	17.50
6.15.1.3	Additional time	41.90 per hour	43.60
6.15.2	Duplication		
6.15.2.1	Handling	5.80	6.05
6.15.2.2	Copying	0.65 per sheet	0.70
6.15.2.3	Digital copy	8.90	9.25
6.15.2.4	Copy right fee for commercial uses - Photographing Artefacts	42.20	43.90
6.15.3	Admission		
	Victoria Day to Thanksgiving (Peak Season)		
6.15.3.1	Special Events - Adult (Plus HST)	4.47	4.65
6.15.3.2	Senior/Under 12 Fee	3.54	3.70
6.15.3.3	Maximum Family Fee	13.36	13.90

SCHEDULE "G"

TOWN OF FORT FRANCES
2022 SCHEDULE OF FEES BY-LAW __/21
SCHEDULE "G"

All Rates are effective January 1, 2022, unless otherwise noted.

HST is noted per line or per section as applicable.

		2021	2022 DRAFT
6.15.4	Rental (Plus HST)		
6.15.4.1	Per Day	29.47	30.71
6.15.4.2	Per Evening	17.79	18.49
6.15.4.3	Court Yard	17.79	18.49
6.16	Sunny Cove Camp - May 1 (Plus HST)		
6.16.1	6.16.1.1 Daytime	N/A	
	6.16.1.2 Overnight	N/A	
	6.16.1.3 Meeting - Half day	N/A	
	6.16.1.4 Meeting - Full Day	N/A	
6.17	Sister Kennedy Centre		
	6.17.1 Facility Rental Fee (Plus HST)	43.80	45.53
	6.17.2 Fitness Class- 1 day/week	10.44	10.84
	6.17.3 Fitness Class- 2 days/week	20.98	21.86
6.18	Rainy Lake Market Square (Plus HST)		
	Private events fenced in- by reservation- Invitation only- No public-not ticketed (eg. Weddings, social gatherings)		
6.18.1	For profit- by reservation (eg. Trade shows, car shows)	455.13	473.32
	Casual use- no reservations (eg. Birthday parties and gatherings where the facility remains open to the public)		
6.19.1	Non-profit- by reservation (eg. Fenced in ticketed events for community groups and charities)	-	

November 15, 2021

Report To: Mayor and Council

From: Aaron Bisson, Recreation and Culture Manager

RE: Entering into a Transfer Payment Agreement with Her Majesty the Queen in Right of Ontario for the Northern Ontario Heritage Fund Corporation, Community Enhancement Program (Rural Enhancement Stream)

Early in 2021 the Town submitted an application to the Northern Ontario Heritage Fund Corporation under the Community Enhancement Program (Rural Enhancement Stream) for an expansion to the Fort Frances Senior Centre. On November 1st the Town was notified that we were successful in receiving \$466,125 in total funding towards a \$621,500 project.

Attached to this report is the funding agreement.

It is the recommendation of the Community Services Executive Committee that:

1. The Town of Fort Frances enter into a Transfer Payment Agreement with Northern Ontario Heritage Fund Corporation under the Community Enhancement Program (Rural Enhancement Stream) and,
2. That an authorizing By-Law be prepared to allow the Mayor and Clerk to execute the agreement on behalf of the corporation.

Respectfully Submitted

Aaron Bisson

Aaron Bisson

Recreation and Culture Manager

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that:

1. **The Town of Fort Frances enter into a Transfer Payment Agreement with the Northern Ontario Heritage Fund Corporation under the Community Enhancement Program (Rural Enhancement Stream) and,**
2. **That an authorizing By-Law be prepared to allow the Mayor and Clerk to execute the agreement on behalf of the corporation.**



Suite 200, Roberta Bondar Place, 70 Foster Drive, Sault Ste. Marie, Ontario P6A 6V8
Tel: 1 705 945-6700 or 1 800 461-8329 @nohfc nohfc.ca



Place Roberta Bondar, 70, promenade Foster, bureau 200, Sault Ste. Marie (Ontario) P6A 6V8
Tél: 1 705 945-6700 ou 1 800 461-8329 @sgfpno sgfpno.ca

November 1, 2021

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

Attention: Aaron Bisson, Recreation and Culture Manager

RE: NOHFC Project 7510009

Enclosed are:

- the proposed conditional contribution agreement between the Town of Fort Frances and the Northern Ontario Heritage Fund Corporation (NOHFC)
- a chart showing other documents to be completed and returned to NOHFC
- a copy of NOHFC's electronic funds transfer (EFT) information form, to be filled in with payment information (please note that although the EFT information may have been submitted for other projects, it is a requirement for each approved project)

If the agreement is acceptable, **please arrange for signatures on all copies by an authorized signatory of Recipient and return all of the signed copies, together with a completed Schedule C, and a completed and signed EFT information form to me.** One copy will be returned to you after signing by NOHFC.

Please be advised that the agreement does not enter into effect until NOHFC has signed the agreement and we therefore ask that you sign and send the agreement to NOHFC for its signature within 60 days.

After the agreement has been fully executed, your project officer Leanne Mose, Phone (807) 276-4290 Leanne.Mose@ontario.ca will provide you with an electronic version of the Request for Funds Form in Schedule D for your convenience. Please contact your project officer if there are any aspects of the agreement that you wish to discuss.

Sincerely

John Guerard
Executive Director (A)

Northern Ontario Heritage Fund Corporation

**Schedules to be completed and
Documents to be returned with Signed Legal Agreement**

Definitions:

"Recipient" means: Town of Fort Frances

"NOHFC" means Northern Ontario Heritage Fund Corporation

Item #	Documents to be completed and returned with signed legal agreement	Requirement
1.	<p>Schedule C – located in the agreement</p> <p>This form requires you to fill in the following information:</p> <ul style="list-style-type: none"> • milestones for the Project, and their timing, in the Project Plan area • NOHFC Claim Schedule, indicating how the Funds are projected to be requested during the course of the Project • insert Project completion date of the Agreement - should reflect the proposed date that the Project will be completed 	Mandatory
2.	<p>Electronic Funds Transfer information form (separate form)</p> <p>This form requires you to fill in banking information required for Electronic Funds Transfers from NOHFC to the Recipient</p> <p>REMEMBER TO INCLUDE A VOID CHEQUE</p> <p><i>NOTE: ALTHOUGH AN EFT FORM MAY HAVE BEEN SUBMITTED FOR OTHER PROJECTS, IT IS A REQUIREMENT FOR EACH AND EVERY APPROVED PROJECT.</i></p>	Mandatory

NORTHERN ONTARIO HERITAGE FUND CORPORATION ELECTRONIC FUNDS TRANSFER (EFT) AUTHORIZATION FORM

*** to deposit funds into your account***

PROJECT NUMBER: 7510009

RECIPIENT NAME (the "Recipient"): Town of Fort Frances

FINANCIAL INSTITUTION INFORMATION		
ACCOUNT HOLDER NAME		
FINANCIAL INSTITUTION		
FINANCIAL INSTITUTION ADDRESS		
CITY	PROVINCE	POSTAL CODE
TRANSIT # 5 DIGITS	BANK # 3 DIGITS	ACCOUNT # 7-12 DIGITS

Cheque Example:

			
TRANSIT #	BANK #	ACCOUNT #	

I hereby authorize Northern Ontario Heritage Fund Corporation to deposit funds electronically, pursuant to the loan and conditional contribution agreement or conditional contribution agreement (as the case may be) between NOHFC and Recipient, into the bank account described above.

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

Attach one of the following displaying your legal name and account information:

- Void Cheque
- Signed or stamped bank letter

Please note:

- Payment notifications and details are issued to recipient via automated email:

Email Address: _____

Note: Bank counter cheques or cheques with hand written information are not acceptable.

THE AGREEMENT made

B E T W E E N:

NORTHERN ONTARIO HERITAGE FUND CORPORATION

a corporation existing under the laws of Ontario

(“NOHFC”)

- and -

CORPORATION OF THE TOWN OF FORT FRANCES

a municipality under the laws of Ontario

(the “Recipient”)

Background:

NOHFC has among its objects the promotion and stimulation of economic initiatives in Northern Ontario.

The Recipient has applied to NOHFC for funds to assist the Recipient in carrying out the Project described in this Agreement.

NOHFC is willing to provide funds to the Recipient to assist the Recipient in carrying out the Project on the terms and conditions set forth herein.

Consideration:

In consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Parties agree as follows:

**ARTICLE 1
INTERPRETATION AND DEFINITIONS**

1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the background and the headings do not form part of the Agreement; they are for reference only and shall not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency shall be to Canadian dollars and currency;
- (e) “include”, “includes” and “including” shall not denote an exhaustive list; and

- (f) in the event of a conflict between the main body of the Agreement and any schedule, the main body of the Agreement governs unless the schedule states that the schedule or a provision or provisions of the schedule operate(s) despite the main body of the Agreement.

1.2 Definitions. In the Agreement the following terms shall have the following meanings:

"Agreement" means this agreement for Project number 7510009 entered into between NOHFC and the Recipient and includes all of the schedules listed in section 26.1.

"BPSAA" means the *Broader Public Sector Accountability Act, 2010* (Ontario), including any directives and/or guidelines issued pursuant to that Act.

"Business Day" means a day other than a Saturday, Sunday, or any statutory holiday in the Province of Ontario.

"Conflict of Interest" has the meaning ascribed to it in section 7.2.

"Effective Date" is the date the Agreement is signed by NOHFC.

"Eligible Project Costs" means the costs paid by the Recipient for the purpose of carrying out the Project for which NOHFC may provide Funds and that are (a) incurred by the Recipient between March 23, 2021 and the expiry or termination of the Agreement; (b) in the sole opinion of NOHFC, reasonable and necessary for carrying out the Project; and (c) limited to the amounts and Project cost categories set out in the Project Costs Chart in Schedule "B".

"Event of Default" has the meaning ascribed to it in section 14.1.

"Excess Funds Amount" means the excess, if any, of $X - Y$ where
 "X" is the amount of Funds provided to the Recipient under the Agreement; and
 "Y" is the Project Percentage of the total Eligible Project Costs paid by the Recipient to complete the Project.

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

"Funds" means the money NOHFC provides to the Recipient pursuant to the Agreement.

"Indemnified Parties" means Northern Ontario Heritage Fund Corporation and each of its directors, officers, agents, advisors, and representatives;

"Ineligible Project Costs" means all Project costs that are not Eligible Project Costs.

"Maximum Funds" means the maximum amount payable to the Recipient in respect of Eligible Project Costs under the Agreement, which is the lesser of: (i) the Project Percentage of the total Eligible Project Costs paid by the Recipient to complete the Project, and (ii) \$466,125.

"NOHFC Claim Schedule" means the NOHFC claim schedule set out in Schedule "C".

"Northern Ontario" means the territorial districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming.

"Notice" means any communication given or required to be given under the Agreement.

"Party" means either NOHFC or the Recipient and **"Parties"** means NOHFC and the Recipient.

"Project" means the undertaking described in Schedule "A" and in the Project Plan in Schedule "C".

"Project Budget" means the budget for the Project set out in Schedule "B".

"Project Costs Chart" means the chart of Project costs set out in Schedule "B".

"Project Funding Chart" means the chart of Project funding set out in Schedule "B".

"Project Percentage" means 75%.

"Project Plan" means the chart setting out milestones/activities and timelines for the Project and the Project completion date, in each case as set forth in Schedule "C".

"Quarter" or **"Quarters"** means one or more of the following four periods of time in NOHFC's fiscal year: April 1 up to and including June 30, July 1 up to and including September 30, October 1 up to and including December 31, and January 1 up to and including March 31.

"Reports" means the financial and progress reports described in Schedule "E" and any other reports requested by NOHFC.

"Request for Funds" means the form set out in Schedule "D" of the Agreement.

"Wind Down Costs" means the Recipient's reasonable costs to wind down the Project.

ARTICLE 2 REPRESENTATIONS, WARRANTIES AND COVENANTS

2.1 **General.** The Recipient represents, warrants and covenants that:

- (a) it is, and shall continue to be for the term of the Agreement, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and shall continue to have for the term of the Agreement, the experience and expertise necessary to carry out the Project;

- (c) any information the Recipient provided to NOHFC contained in its application and in support of its application (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it, and shall continue to be true and complete for the term of the Agreement in every respect, except as set out to the contrary in the Agreement; and
 - (d) no Conflict of Interest exists.
- 2.2 Execution of Agreement.** The Recipient represents and warrants that:
- (a) it has the full power and authority to enter into the Agreement; and
 - (b) it has taken all necessary actions to authorize the execution of the Agreement.
- 2.3 Governance.** The Recipient represents, warrants and covenants that it has, and shall maintain for the period during which the Agreement is in effect, by-laws or other legally necessary instruments to:
- (a) establish procedures to ensure the ongoing effective functioning of the Recipient;
 - (b) establish decision-making mechanisms;
 - (c) provide for the prudent and effective management of the Funds;
 - (d) establish procedures to enable the successful completion of the Project;
 - (e) establish procedures to enable the timely identification of risks to the completion of the Project and strategies to address the identified risks;
 - (f) establish procedures to enable the preparation and delivery of all Reports required pursuant to Article 8; and
 - (g) deal with such other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under the Agreement.
- 2.4 Supporting documentation.** Upon request, the Recipient shall provide NOHFC with proof of the matters referred to in this Article 2.

ARTICLE 3 TERM OF THE AGREEMENT, USE OF FUNDS AND PROJECT

- 3.1 Term.** The term of the Agreement shall commence on the Effective Date and shall expire after the occurrence of all of the following unless terminated earlier pursuant to Article 13 or Article 14:
- (a) the completion of the Project in accordance with the terms and conditions of the Agreement; and
 - (b) the receipt by NOHFC of all Reports required under this Agreement satisfactory to NOHFC.

3.2 Project and use of Funds. The Recipient shall:

- (a) carry out the Project;
 - (i) in accordance with the terms and conditions of the Agreement; and
 - (ii) in compliance with all federal and provincial laws and regulations, all municipal by-laws, and other orders, rules, by-laws, and industry standards applicable to any aspect of the Project;
- (b) at its own expense, obtain all permits, licences, approvals and authorizations required to complete the Project and satisfy the terms and conditions of the Agreement;
- (c) use the Funds only for the purpose of carrying out the Project; and
- (d) spend the Funds only in accordance with the Project Budget.

**ARTICLE 4
CHANGES**

4.1 No changes. The Recipient shall:

- (a) not make any changes to the Project and/or the Project Budget without the prior written consent of NOHFC, which consent may be conditional on recovery of the Funds provided to the Recipient;
- (b) abide by the terms and conditions NOHFC may require in giving such consent.

4.2 Notification. The Recipient shall notify NOHFC promptly if it becomes aware of:

- (a) any actual or potential material changes to the Project and/or Project Budget; and
- (b) any event that may affect the Recipient's ability to complete the Project in accordance with the Agreement.

**ARTICLE 5
FUNDS, PAYMENT AND CARRYING OUT THE PROJECT**

5.1 Obligation to fund.

- (a) Subject to the terms and conditions of the Agreement, NOHFC shall reimburse the Recipient for Eligible Project Costs paid by the Recipient up to the amount of the Maximum Funds.
- (b) NOHFC is not responsible for any cost overruns related to the Project. The Recipient shall provide its own funds or funds from other sources for all Eligible Project Costs not reimbursed by NOHFC in the Project Costs Chart and all Ineligible Project Costs. The Recipient is responsible for all costs that exceed the Eligible Project Costs set out in the Project Costs Chart.

5.2 Payment of Funds.

- (a) Subject to the terms and conditions of the Agreement, NOHFC shall:
 - (i) provide the Funds to the Recipient in accordance with the NOHFC Claim Schedule;
 - (ii) issue a cheque in the Recipient's name or deposit the Funds electronically into an account designated by the Recipient in writing, provided that the account resides at a Canadian financial institution and is in the name of the Recipient.
- (b) To initiate reimbursement of Eligible Project Costs by NOHFC, the Recipient shall submit the following to NOHFC:
 - (i) a completed Request for Funds; and
 - (ii) copies of all invoices or such other evidence satisfactory to NOHFC or its agents, in their sole discretion, of costs incurred relating to the Eligible Project Costs claimed in the submitted Request for Funds and copies of cancelled cheques and/or such other evidence satisfactory to NOHFC or its agents, in their sole discretion, of payment of the Eligible Project Costs claimed.

5.3. Limitations on funding.

- (a) If the total Eligible Project Costs paid by the Recipient are less than the estimated Eligible Project Costs set out in the Project Costs Chart, NOHFC may, in its sole discretion:
 - (i) vary the amount of Eligible Project Costs that it reimburses; and
 - (ii) where applicable, demand the repayment of the Excess Funds Amount, whereupon the amount demanded by NOHFC shall immediately become due and payable.
- (b) Following receipt of the items specified in section 5.2(b), in each Quarter, NOHFC agrees to pay to the Recipient an amount equal to the Project Percentage of Eligible Project Costs claimed in each request for Funds up to the amount payable for each Quarter set out in the NOHFC Claim Schedule.
- (c) In the event the Recipient:
 - (i) wishes to amend the NOHFC Claim Schedule by an amount equal to or greater than \$100,000;
 - (ii) wishes to transfer amounts between cost categories in the Project Costs Chart; and/or
 - (iii) does not claim reimbursement of any Eligible Project Costs by NOHFC in any Quarter where the amount of the NOHFC Claim for that Quarter as set out in the NOHFC Claim Schedule exceeds \$100,000,

the Recipient shall complete the appropriate section(s) of the Change Request Form as set out in Schedule "F" and submit it to NOHFC. NOHFC may approve or reject all or part of any such change request in its sole discretion. In the event NOHFC signs a Change Request Form, this Agreement shall be amended accordingly.

- (d) NOHFC shall hold back 10% of \$466,125, to be released only after all of the following have occurred:
 - (i) completion of the Project in accordance with the Agreement;
 - (ii) receipt by NOHFC of all Reports required under the Agreement; and
 - (iii) receipt by NOHFC of the final Request for Funds for the Project.
- (e) The Recipient shall not use the Funds for any Eligible Project Costs for which the Recipient is in receipt of funds from other sources. The Recipient shall promptly notify NOHFC if any other funds are received for the Project from sources other than those set out in the Project Funding Chart or in amounts from the sources set out in the Project Funding Chart that are greater than the amounts set out in the Project Funding Chart. If the Recipient receives funds for the Project from sources that are not listed in the Project Funding Chart or in amounts from the sources set out in the Project Funding Chart that are greater than the amounts set out in the Project Funding Chart, in its sole discretion, NOHFC may reduce the amount of the Funds it provides to the Recipient by, or demand the repayment of, an amount equal to the additional funds, whereupon the amount demanded by NOHFC shall immediately become due and payable, to ensure that there is no duplication of funding for the Project.
- (f) NOHFC may, in its sole discretion, provide Funds to the Recipient in advance of the Recipient incurring Eligible Project Costs. If NOHFC provides Funds to the Recipient in advance, NOHFC will not make any further payments of Funds until the Recipient has submitted, in respect of the Recipient's spending of such advance on Eligible Project Costs, evidence satisfactory to NOHFC that the Funds advanced have been spent solely on Eligible Project Costs.
- (g) The Recipient acknowledges that the amount of Funds available to it pursuant to the Agreement is based on the net costs to the Recipient, net of any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit or refund.

5.4. Conditions of funding. NOHFC's obligation to provide Funds to the Recipient is subject to fulfillment of the following conditions precedent to NOHFC's satisfaction:

- (a) the Recipient shall have provided the insurance certificate(s) or other documents provided for in Article 12;
- (b) the Recipient shall have provided written evidence satisfactory to NOHFC that the funds from other sources set out in the Project Funding Chart necessary to complete the Project have been committed;

- (c) NOHFC shall have received and been satisfied with the information provided by the Recipient pursuant to Article 8. If NOHFC is not satisfied with such information, it may adjust the amount of Funds it provides to the Recipient in any Quarter;
- (d) NOHFC shall have received and been satisfied with any information it may reasonably require to conduct a due diligence review of the Recipient and the Project, including a council resolution indicating that it is committed to covering any cost overruns; and
- (e) NOHFC shall have received a completed electronic funds transfer information form which will enable NOHFC to deposit the Funds into the Recipient's designated bank account by way of electronic funds transfer.

ARTICLE 6 ACQUISITION OF GOODS AND SERVICES; DISPOSAL OF ASSETS AND OWNERSHIP OF BUILDINGS AND FACILITIES

- 6.1 **Acquisition of supplies, equipment or services.** If the Recipient acquires supplies, equipment or services with the Funds it shall do so through a process that promotes the best value for money. If the Recipient is selecting third-party contractors from which to acquire supplies, equipment or services for the Project for an amount greater than \$25,000 a competitive process must be used, including a written request for at least three proposals, written evaluation of bids received and a written agreement with the successful contractor. NOHFC may, at its sole discretion, consent in writing to a non-competitive procurement over \$25,000 if details of urgency, special expertise, confidentiality, savings or other circumstances warrant it.
- 6.2 **Movement and Disposal of assets.** The Recipient shall not, without NOHFC's prior written consent and subject to the following Section 6.3, during the period from the Effective Date to the date that is three years after the project completion date set out in Section 3 of Schedule "C", sell, lease or otherwise dispose of, or store or move to any location outside of Northern Ontario, any assets purchased with the Funds or for which Funds were provided, the cost of which exceeded \$10,000 at the time of purchase. This obligation shall survive the expiry or termination of the Agreement.
- 6.3 **Buildings and Facilities.** Unless NOHFC otherwise agrees in writing, the Recipient shall own or lease all buildings, facilities or land purchased, constructed or improved with the Funds during the period from the Effective Date to the date that is three years after the project completion date set out in Section 3 of Schedule "C". This obligation shall survive the expiry or termination of the Agreement.

ARTICLE 7 CONFLICT OF INTEREST

- 7.1 **No Conflict of Interest.** The Recipient shall carry out the Project and use the Funds in a manner that avoids any Conflict of Interest.
- 7.2 **Conflict of Interest includes.** For the purposes of this Agreement, a Conflict of Interest includes:

- (a) in relation to the process of applying for Funds, any circumstance where the Recipient has or could be perceived to have an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage over other applicants; and
- (b) in relation to the performance of its obligations under the Agreement, any circumstances where the Recipient (or any person who has the capacity to influence the Recipient's decisions) has outside commitments, relationships or financial interests that interfere with, or could, or could be seen to interfere with, the Recipient's objective, unbiased and impartial judgment relating to the Project and the use of the Funds.

7.3 Disclosure to NOHFC. The Recipient shall:

- (a) disclose to NOHFC without delay any circumstances that a reasonable person would interpret as being a Conflict of Interest; and
- (b) comply with any terms and conditions that NOHFC may reasonably prescribe as a result of such disclosure.

ARTICLE 8 REPORTING, ACCOUNTING AND REVIEW

8.1 Preparation and submission. The Recipient shall:

- (a) submit to NOHFC at the address provided in section 18.1, all Reports using the appropriate form of report set out in Schedule "E" in accordance with the timelines and content requirements set out in the Reports Schedule in Schedule "E", or in a form as specified by NOHFC from time to time;
- (b) submit to NOHFC at the address provided in section 18.1, any other Reports requested by NOHFC in accordance with the timelines and content requirements specified by NOHFC;
- (c) ensure that all Reports are completed to the satisfaction of NOHFC; and
- (d) ensure that all Reports are signed on behalf of the Recipient by an authorized signing officer.

8.2 Record maintenance. The Recipient shall keep and maintain for a period of seven years after the expiry or termination of the Agreement:

- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
- (b) all non-financial documents and records relating to the Funds or otherwise to the Project.

8.3 Inspection. NOHFC, its authorized representatives or an independent auditor identified by NOHFC may, at its own expense, upon 24 hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's expenditure of the Funds, and for these purposes NOHFC, its authorized representatives or an independent auditor identified by NOHFC, may:

- (a) inspect and copy the records and documents referred to in section 8.2; and
 - (b) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds and/or Project.
- 8.4 **Disclosure.** To assist in respect of the rights set out in section 8.3, the Recipient shall disclose any information reasonably requested by NOHFC, its authorized representatives or an independent auditor identified by NOHFC, and shall do so in a form reasonably requested by NOHFC, its authorized representatives or an independent auditor identified by NOHFC, as the case may be.
- 8.5 **No control of Records.** No provision of the Agreement shall be construed so as to give NOHFC any control whatsoever over the Recipient's records.
- 8.6 **Auditor General.** For greater certainty, NOHFC's rights under this Article are in addition to any rights provided to the Auditor General pursuant to the *Auditor General Act* (Ontario).
- 8.7 **Audit report.** If NOHFC or the Auditor General believes that there are inaccuracies in, or inconsistencies between, any Request for Funds submitted to NOHFC and the Recipient's financial records and books of account, NOHFC or the Auditor General may request and the Recipient must provide at its own expense an audit report from a public accountant licensed under the laws of Ontario. The audit report must be satisfactory to NOHFC in form and content and address:
- (a) Funds received to date;
 - (b) Eligible Project Costs incurred by the Recipient to date;
 - (c) whether the Eligible Project Costs were incurred in accordance with the Project and the Agreement; and
 - (d) any other financial information pertaining to the Agreement as may be reasonably specified in the request.

ARTICLE 9 CREDIT

- 9.1 **Acknowledge support.** Unless otherwise directed by NOHFC, the Recipient shall, in a form approved by NOHFC, acknowledge the support of NOHFC in any publication of any kind, written or oral, relating to the Project.
- 9.2 **Publication.** If the Recipient publishes any material of any kind, written or oral, relating to the Project, the Recipient shall indicate in the material that the views expressed in the material are the views of the Recipient and do not necessarily reflect those of NOHFC or the government of Ontario.
- 9.3 **Signage.** At NOHFC's request, the Recipient shall install and maintain in good condition one or more signs or plaques supplied by NOHFC to acknowledge NOHFC's support for the Project in conspicuous and visually unobstructed locations near the Project as approved by NOHFC.

ARTICLE 10 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

- 10.1 **FIPPA.** The Recipient acknowledges that NOHFC is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario), as amended from time to time, and that any information provided to NOHFC in connection with the Project or otherwise in connection with the Agreement is subject to disclosure in accordance with that Act.

ARTICLE 11 INDEMNITY

- 11.1 **Indemnification.** The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties from and against any and all liability, losses, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement.

ARTICLE 12 INSURANCE

- 12.1 **Recipient's insurance.** The Recipient represents and warrants that it has, and shall maintain for the term of the Agreement, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than \$2,000,000 per occurrence. The policy shall include the following:
- (i) Northern Ontario Heritage Fund Corporation and each of its directors, officers, agents, advisors, and representatives as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
 - (ii) a cross-liability clause;
 - (iii) contractual liability coverage; and
 - (iv) a 30 day written notice of cancellation.
- 12.2 **Proof of insurance.** The Recipient shall provide NOHFC with certificates of insurance, or other proof as may be requested by NOHFC, that confirms the insurance coverage as provided for in section 12.1. Upon the request of NOHFC, the Recipient shall make available to NOHFC a copy of each insurance policy.
- 12.3 **Compliance with Recipient's insurance.** The Recipient shall comply with all provisions and requirements of any of the Recipient's insurance policies applicable to the Project.

- 12.4 **Third party insurance.** The Recipient shall ensure that any third party sources of funds for the Project and subcontractors retained to perform any part or parts of the Project shall have adequate insurance in place that is appropriate to the Project risks and to the third party.

ARTICLE 13 TERMINATION ON NOTICE

- 13.1 **Termination on Notice.** NOHFC may terminate the Agreement at any time upon giving at least 30 days' Notice to the Recipient.
- 13.2 **Consequences of Termination.** If NOHFC terminates the Agreement pursuant to section 13.1, NOHFC:
- (a) shall have no further obligation to make any payment of Funds;
 - (b) may demand the repayment of any Funds remaining in the possession or under the control of the Recipient, whereupon the amount demanded by NOHFC shall immediately become due and payable; and
 - (c) may determine the Recipient's reasonable Wind Down Costs, and either:
 - (i) permit the Recipient to offset the Wind Down Costs against the amount owing pursuant to subsection 13.2(b); and/or
 - (ii) subject to section 5.3(g) provide Funds to the Recipient to cover the Wind Down Costs.

ARTICLE 14 EVENT OF DEFAULT AND CORRECTIVE ACTION

- 14.1 **Events of Default.** Each of the following events shall constitute an Event of Default:
- (a) if in the opinion of NOHFC, the Recipient has knowingly provided false or misleading information regarding its request for funding or in any communication with NOHFC;
 - (b) if any representation or warranty provided to NOHFC (herein or otherwise) by the Recipient is incorrect in any material respect on the date on which such representation or warranty was made;
 - (c) if in the opinion of NOHFC, the Recipient breaches any term or condition of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement without the prior written consent of NOHFC:
 - (i) carry out and complete the Project by the Project completion date specified in Schedule "C";
 - (ii) complete the milestones set out in the Project Plan in accordance with the timing set out in the Project Plan;
 - (iii) use or spend Funds; and/or

- (iv) provide Reports;
 - (d) the nature of the Recipient's operations or its corporate status changes so that it no longer meets one or more of the applicable eligibility requirements of the program under which NOHFC provides the Funds;
 - (e) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver;
 - (f) if any bankruptcy, reorganization, arrangement or insolvency proceedings for relief under any bankruptcy or similar laws for the relief of debtors is instituted against the Recipient or is consented to by the Recipient, or, if contested by the Recipient, is not dismissed within 30 days;
 - (g) the Recipient ceases to operate; or
 - (h) a Conflict of Interest that cannot be resolved to NOHFC's satisfaction, acting reasonably.
- 14.2 **Corrective action.** If an Event of Default occurs, NOHFC may, at any time, take one or more of the following actions:
- (a) initiate any action NOHFC considers necessary in order to facilitate the successful continuation or completion of the Project;
 - (b) suspend the payment of Funds for such period as NOHFC determines appropriate;
 - (c) reduce the amount of the Funds;
 - (d) cancel all further payment of Funds;
 - (e) demand the repayment of any Funds remaining in the possession or under the control of the Recipient, whereupon the amount demanded by NOHFC shall immediately become due and payable;
 - (f) demand the repayment of an amount equal to any Funds the Recipient used for purposes not agreed upon by NOHFC, whereupon the amount demanded by NOHFC shall immediately become due and payable;
 - (g) demand the repayment of an amount equal to any Funds NOHFC provided to the Recipient, whereupon the amount demanded by NOHFC shall immediately become due and payable;
 - (h) terminate the Agreement immediately upon giving Notice to the Recipient; and/or
 - (i) exercise any other rights or remedies available to NOHFC under this Agreement or applicable law.

- 14.3 Opportunity to remedy.** In addition to its rights provided for in section 14.2, NOHFC may provide the Recipient an opportunity to remedy the Event of Default by providing Notice to the Recipient:
- (a) of the particulars of the Event of Default; and
 - (b) of the period of time within which the Recipient is required to remedy the Event of Default.
- 14.4 Recipient not remedying.** If NOHFC has provided the Recipient with an opportunity to remedy the Event of Default pursuant to section 14.3 and:
- (a) the Recipient does not remedy the Event of Default within the time period specified in the Notice;
 - (b) NOHFC determines in its sole discretion that the Recipient cannot completely remedy the Event of Default within the time period specified in the Notice or such further period of time as NOHFC considers reasonable; or
 - (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to NOHFC,
- NOHFC may initiate any one or more of the actions provided for in sections 14.2 (a), (d), (e), (f), (g), (h) and (i).
- 14.5 Termination date.** The effective date of any termination under this Article shall be the last day of the Notice period, the last day of any subsequent Notice period or immediately, whichever applies.

ARTICLE 15

PAYMENT BY NOHFC OF AMOUNTS OWING BY RECIPIENT

- 15.1 Amounts owing by Recipient and subcontractors.** The Recipient covenants and agrees to pay when due, and to ensure that any of its subcontractors pays when due, all amounts required to be paid by it/its subcontractors to complete the Project in accordance with the Agreement.
- 15.2 NOHFC's right to pay amounts due and unpaid by Recipient or subcontractors.** In the event the Recipient or any of its subcontractors fails to pay when due, all amounts required to be paid by it/its subcontractors to complete the Project in accordance with the Agreement, NOHFC shall have the right, but for greater certainty, no obligation, in addition to and not in substitution for any other right it may have pursuant to the Agreement or otherwise at law or in equity, to pay any amount due and unpaid by the Recipient or its subcontractors and to deduct such amount from any amount due and owing from time to time to the Recipient pursuant to the Agreement together with all costs incurred by NOHFC in connection therewith or to demand the repayment of such amount from the Recipient together with all costs incurred by NOHFC in connection therewith.

ARTICLE 16 COMPLIANCE WITH AGREEMENT AND LAWS

- 16.1 **Compliance with Agreement.** The Recipient shall take all reasonable measures to ensure that its officers, directors, partners, employees, agents, contractors, subcontractors and volunteers are bound to observe the provisions of the Agreement. In all contracts relating to the Project, the Recipient shall include terms and conditions similar to and not less favourable to NOHFC than the terms and conditions of the Agreement to the extent that they are applicable to the subject of the contract.
- 16.2 **Compliance with Laws and Standards.** The Recipient shall take all reasonable measures to ensure that its officers, directors, partners, employees, agents, contractors, subcontractors and volunteers, if any, at all times comply with any and all applicable federal, provincial and municipal laws, ordinances, statutes, rules, regulations and orders. The Recipient shall obtain, at its own expense, all permits from public authorities which may be required in connection with the performance of this Agreement.

ARTICLE 17 REPAYMENT AND SET OFF

- 17.1 **Debt due.** If the Recipient owes any monies, including any Funds, to NOHFC, whether or not their return or repayment has been demanded by NOHFC, such monies shall be deemed to be a debt due and owing to NOHFC by the Recipient, and the Recipient shall pay or return the amount to NOHFC immediately unless NOHFC directs otherwise.
- 17.2 **Interest rate.** NOHFC may charge the Recipient interest on any monies owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.
- 17.3 **Set off.** If the Recipient is indebted to NOHFC under this or any other agreement between them, NOHFC shall have the right to set off the amount of such indebtedness against the amount of Funds owing to the Recipient under this Agreement and to reduce the total amount of Funds payable to the Recipient by such amount.
- 17.4 **Cheque payable to.** The Recipient shall pay any monies owing to NOHFC by cheque payable to the "Northern Ontario Heritage Fund Corporation" and mailed to NOHFC at the address provided in section 18.1.

ARTICLE 18 NOTICE

- 18.1 **Notice in writing and delivered.** Notice shall be in writing and shall be delivered by personal delivery or courier, mailed by registered mail, or sent by fax or email, and shall be addressed to the Parties respectively as follows, or as either Party later designates to the other by Notice.

To NOHFC:

Northern Ontario Heritage Fund
Corporation
70 Foster Drive, Suite 200

To the Recipient:

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

Sault Ste. Marie, Ontario P6A 6V8

Attention: Aaron Bisson, Recreation
and Culture Manager

Attention: Executive Director

Fax: N/A

Fax: 705-945-6701

Email: abisson@fortfrances.ca

E-mail:

NOHFC.FinancialServicesUnit@ontario.ca

- 18.2 **Notice given.** Any Notice given by personal delivery, registered mail or courier shall be deemed to have been given and received on the day of actual delivery thereof or if such day is not a Business Day, on the first Business Day thereafter. Any Notice given by fax or email on a Business Day before 4:00 p.m. shall be deemed to have been given and received on such Business Day, and otherwise shall be deemed to have been given and received on the first Business Day following sending.
- 18.3 **Postal disruption.** Despite section 18.2, following the occurrence and during the continuation of a postal disruption,
- (a) Notice by registered mail shall not be deemed to be given or received; and
 - (b) the Party giving Notice shall give Notice by email, personal delivery, courier, or fax.

ARTICLE 19 SEVERABILITY OF PROVISIONS

- 19.1 **Invalidity or unenforceability of any provision.** The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision shall be deemed to be severed.

ARTICLE 20 WAIVER

- 20.1 **Waivers in Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the Notice provisions in Article 18. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.

ARTICLE 21 INDEPENDENT PARTIES

- 21.1 **Parties independent.** The Recipient acknowledges that it is not an agent, joint venturer, partner or employee of NOHFC or any Indemnified Party and the Recipient shall not take any actions that could establish or imply such a relationship.

ARTICLE 22 ASSIGNMENT OF AGREEMENT OR FUNDS

- 22.1 **No assignment.** The Recipient shall not assign any part of the Agreement or the Funds without the prior written consent of NOHFC which NOHFC may, in its sole discretion, provide or withhold.

- 22.2 **Enurement.** The Agreement shall enure to the benefit of and be binding upon the Parties and their respective heirs, executors, administrators, successors and permitted assigns.

ARTICLE 23 GOVERNING LAW

- 23.1 **Governing law.** The Agreement and the rights, obligations and relations of the Parties shall be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement shall be conducted in Ontario.

ARTICLE 24 FURTHER ASSURANCES

- 24.1 **Agreement into effect.** The Parties shall do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to its full extent.

ARTICLE 25 SURVIVAL

- 25.1 **Survival.** The provisions in Article 1; section 3.2; section 5.1; section 5.2; sections 5.3(a), (d), (e) and (g); Article 8; Article 9; Article 10; Article 11; sections 14.1, 14.2(e), (f), (g) and (i); Article 15; Article 16; Article 17; Article 18; Article 21; Article 23; Article 24; Article 25; Article 26; Schedule "A", Schedule "B" and Schedule "C" shall continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement.

ARTICLE 26 SCHEDULES

- 26.1 **Schedules.** The Agreement includes the following schedules:

- (a) Schedule A - Project Description;
- (b) Schedule B – Project Budget;
- (c) Schedule C – Project Plan and NOHFC Claim Schedule;
- (d) Schedule D – Request for Funds;
- (e) Schedule E - Reports; and
- (f) Schedule F – Change Request Form.

ARTICLE 27 ENTIRE AGREEMENT AND MODIFICATION OF AGREEMENT

- 27.1 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

- 27.2 **Modification of Agreement.** The Agreement may only be amended by a written agreement duly executed by the Parties. If the Recipient wishes to amend the Agreement, the Recipient will complete the appropriate sections of the Change Request Form as set out in Schedule "F" and submit it to NOHFC. NOHFC is under no obligation to consider Change Request Forms submitted after this date. NOHFC may approve or reject all or part of any such change request in its sole discretion and may require the Recipient to enter into a separate amending agreement. In the event NOHFC signs a Change Request Form, this Agreement will be amended accordingly.

ARTICLE 28 BPSAA

- 28.1 **BPSAA.** For the purposes of clarity, if the Recipient is subject to the BPSAA and in the event that there is a conflict between any of the requirements of the Agreement and the requirements of the BPSAA, the BPSAA shall prevail.

ARTICLE 29 FAILURE TO COMPLY WITH OTHER AGREEMENTS

- 29.1 **Other Agreements.** If the Recipient:

- (a) has failed to comply (a "Failure") with any term, condition or obligation under any other agreement with NOHFC;
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

NOHFC may suspend the payment of Funds for such period as NOHFC determines appropriate.

ARTICLE 30 SIGNATURE

- 30.1 **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- 30.2 **Execution by Electronic Means.** This Agreement may be executed by electronic signature and delivered by facsimile or e-mail transmission, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The words "execution," "signed," "signature," and similar words in this Agreement shall be deemed to include electronic signatures or the keeping of records in electronic form, each of which shall be of the same legal effect, validity and enforceability as a manually executed signature.

**ARTICLE 31
TIME IS OF THE ESSENCE**

- 31.1 **Time is of the essence.** Time is of the essence in the performance of obligations under the Agreement.

[Signature page follows]

The Parties have executed the Agreement on the dates set out below.

**NORTHERN ONTARIO HERITAGE FUND
CORPORATION**

John Guerard
Executive Director (A)

Date

CORPORATION OF THE TOWN OF FORT FRANCES

Name:
Position:

Date

Name:
Position:

Date

I/We have authority to bind the Recipient.

SCHEDULE "A"

PROJECT DESCRIPTION

1. Project summary

The Recipient will expand its Seniors Centre by causing the engineering, design, and construction of an addition to the building, anticipated to be 1800 square feet.

2. Project purpose

The expansion will mitigate current issues with the space, and help the municipality offer programs that support the health and wellness of its aging population.

3. Project location

Fort Frances, ON

SCHEDULE "B"
PROJECT BUDGET

1. **Project Costs Chart**

Project cost category	Eligible Project Costs	Ineligible Project Costs	Total cost
Construction / Renovation	\$565,000	\$0	\$565,000
Engineering / Design	\$56,500	\$0	\$56,500
TOTAL	\$621,500	\$0	\$621,500

2. **Project Funding Chart**

Funding sources	Financing type	Project cost category	Eligible Project Costs	Ineligible Project Costs	Total funding
NOHFC	Conditional contribution	Eligible Project Costs	\$466,125	\$0	\$466,125
Recipient	Own Resources	All Costs	\$155,375	\$0	\$155,375
TOTAL			\$621,500	\$0	\$621,500
NOHFC % of total Eligible Project Costs			75%		

SCHEDULE "C"

PROJECT PLAN AND NOHFC CLAIM SCHEDULE

(To be completed by the Recipient)

1. Project Plan

Project milestones	Timing	
	Start (month/ year)	End (month/ year)

2. NOHFC Claim Schedule

	Funding Year 1 (ending Mar 31/20__)				Funding Year 2 (ending Mar 31/20__)				
	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Total
Eligible Project Costs									
NOHFC claim									

3. Project completion date: _____

SCHEDULE "D"
REQUEST FOR FUNDS FORM

Claim Number:

1. Project Progress

Project milestones	% Complete	Comments
TOTAL		

2. Is this the Recipient's final request for Funds for the Project?

- ☐ No
☐ Yes

3. Request for Funds (Current Claim)

NOHFC Funds are disbursed on a reimbursement basis. To initiate reimbursement of Eligible Project Costs by NOHFC, the Recipient shall complete the request for Funds form and submit it to NOHFC along with the following:

- (a) a copy of all invoices, or such other evidence satisfactory to NOHFC or its agents, in their sole discretion, of costs incurred itemized in the *Detailed Listing of Transactions* table in section 5 of this form relating to all Eligible Project Costs claimed in this request for Funds; and
- (b) evidence of payment itemized in the *Detailed Listing of Transactions* table in section 5 of this form relating to all Eligible Project Costs claimed in this request for Funds (cancelled cheques and/or other such evidence satisfactory to NOHFC or its agents, in their sole discretion).

(Request for Funds Form continued on following pages. Please fill out all pages.)

SCHEDULE "D" (CONT'D)

REQUEST FOR FUNDS FORM

4. Eligible Project Costs - Claim status

Please complete this table below in conjunction with the tables in section 5 of this form.
Only the subtotals from the tables completed in section 5 should be identified in the "Total Eligible Project Costs this request" column of the table below.

Eligible Project Cost category	Total Eligible Project Cost amount	Total Eligible Project Costs of all claims submitted to date (not including this request)	Eligible Project Costs this request	Balance of Eligible Project Costs remaining (after this request)	Table no. if applicable (from section 5 of this form)
Construction / Renovation	\$565,000				
Engineering / Design	\$56,500				
TOTAL	\$621,500				
NOHFC Funds (75%)					

Total Eligible Project Costs this request: \$ _____ (A)

NOHFC % of Eligible Project Costs 75% (B)

Current Payment Request: \$ _____ (C)
(A x B)

(Request for Funds Form continued on following pages. Please fill out all pages.)

SCHEDULE "D" (CONT'D)

REQUEST FOR FUNDS FORM

5. Detailed Listing of Transactions for each Eligible Project Cost category

Please complete one table for each of the Eligible Project Cost categories (in section 4 of this form) for which a claim is currently being made.

Table 1: <Eligible Project Cost category: _____>

Item no.	Date of Invoice	Name of Supplier	Description of Item or Service Purchased	Invoice Number	Amount (net of all rebate(s), credit(s), or refund(s), where applicable)	Payment Reference (Cheque No.)
1						
2						
3						
				Subtotal		

Table 2: <Eligible Project Cost category: _____>

Item no.	Date of Invoice	Name of Supplier	Description of Item or Service Purchased	Invoice Number	Amount (net of all rebate(s), credit(s), or refund(s), where applicable)	Payment Reference (Cheque No.)
1						
2						
3						
				Subtotal		

(Request for Funds Form continued on following pages. Please fill out all pages.)

SCHEDULE "D" (CONT'D)
REQUEST FOR FUNDS FORM

6. Certification

Must be completed for all requests for Funds.

On behalf of the Recipient, I certify that:

1. the costs for which reimbursement is requested in line (A) above have been incurred and actually paid for by the Recipient;
2. the costs being claimed in this form are all Eligible Project Costs only (as that term is defined in the Agreement);
3. if the costs being claimed in this form are for supplies, equipment or services, the Recipient has acquired such supplies, equipment or services through a process that promotes the best value for money;
4. the representations and warranties set forth in the Agreement are true and correct in all material respects on the date set out below;
5. no Event of Default has occurred as of the date set out below; and
6. all of the Recipient's obligations to date, as set out in the Agreement, have been satisfied.

Signature: _____

Date: _____

Name of signatory: _____

Title: _____

I have authority to bind the Recipient.

SCHEDULE "E"**REPORTS****REPORTS SCHEDULE**

Name of Report	Due Date(s)	Format and content requirements
1. Annual Report	Each anniversary of Effective Date	Form of Annual Report in Schedule "E"
2. Final Report	Attached to final Request for Funds completed and submitted to NOHFC	Form of Final Report in Schedule "E"

SCHEDULE "E" (CONT'D)

REPORTS

FORM OF ANNUAL REPORT

1. **Progress of Project:** Have the milestones/activities for this time period been completed? If so, please provide a detailed explanation of what they are and how they have been completed. If not, please provide a detailed explanation why, how this affects the Project in the future and how the Project will be brought back into compliance with the Project Plan.

2. **Financial information:** Have expenditures been in accordance with the Project Budget, the Project Plan and the NOHFC Claim Schedule? If so, please set out what the expected Eligible and Ineligible Project Costs for this time period were compare them with the actual Eligible and Ineligible Project Costs in a financial summary. If not, please provide the information requested above together with an explanation of why the expenditures do not match the expected Eligible and Ineligible Project Costs and how this may affect the Project in the future.

3. **Other performance measures:** Have the objectives of the Project been achieved to date? Please describe the economic activity that has resulted in a benefit to Northern Ontario to date (number of jobs created / sustained and Project contributor funding contributions).

Signature: _____

Date: _____

Name of signatory: _____

Title: _____

I have authority to bind the Recipient.

SCHEDULE "E" (CONT'D)

REPORTS

FORM OF FINAL REPORT

1. **Project Completion:** Have the milestones/activities as set out in this Agreement been completed? If so, please provide a detailed explanation of what they are and how they have been completed. If not, please provide a detailed explanation why and how this affected the overall Project.

2. **Financial information:** Have expenditures been in accordance with the Project Budget, the Project Plan and the NOHFC Claim Schedule? If so, please set out what the expected Eligible and Ineligible Project Costs were and compare them with the total actual Eligible and Ineligible Project Costs in a financial summary. If not, please provide the information requested above together with an explanation of why the expenditures did not match the expected Eligible and Ineligible Project Costs and how this affected the Project.

3. **Other performance measures:** Have the objectives of the Project as set out in this Agreement been achieved? Please describe the economic activity that has resulted in a benefit to Northern Ontario (actual number of jobs created / sustained and final Project contributor funding contributions). If the Project objectives were not achieved, please explain.

Signature: _____

Date: _____

Name of signatory: _____

Title: _____

I have authority to bind the Recipient.

SCHEDULE "F"**CHANGE REQUEST FORM****Please complete all appropriate sections (to be completed by Recipient)****1. ☐ Amendment to NOHFC Claim Schedule***(For a requested amendment of \$100,000 or more in any Quarter)*

Indicate previous NOHFC Claim Schedule and the requested amended NOHFC Claim Schedule. Insert additional years, if required and provide the reasons for the requested amendment in the box below.

	Funding Year 1 (ending Mar 31/20)				
	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Total
Previous					
New					

	Funding Year 2 (ending Mar 31/20)				
	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Total
Previous					
New					

Reasons for requested amendment to NOHFC Claim Schedule:

2. ☐ Changes in Project Plan*(Complete where the Project milestones or their timing change)*

Indicate previous Project milestones and timing, the requested amended milestones and/or timing and reasons for the requested amendment in the box below.

Project milestones		Timing			
		Start (month/ year)		End (month/ year)	
Previous	New	Previous	New	Previous	New

(Change Request Form continued on following page – please fill out all pages)

SCHEDULE "F" (CONT'D)**CHANGE REQUEST FORM**

Reasons for requested amendment to the Project Plan:

3. ☐ Amendment to Project completion date

(Complete where an amendment to the Project completion date is requested.)

Indicate the previous Project completion date, the requested Project completion date and provide reasons for the requested amendment in the box below.

Current Project completion date: _____

Requested Project completion date: _____

Reasons for requested amendment to the Project completion date:

4. ☐ Transfer of costs between Project Cost Categories

Indicate the requested transfer of amounts between cost categories set out in the Project Costs Chart (or in most recent Change Request Form agreed to by NOHFC) and provide reasons for the requested amendment in the box below.

Project Cost Category	Total Project Costs	
	PREV.	NEW
TOTAL		

Reasons for requested transfer of amounts between Project cost categories:

(Change Request Form continued on following page – please fill out all pages)

SCHEDULE "F" (CONT'D)**CHANGE REQUEST FORM****5. ☐ Other amendments to the Agreement**

Indicate other amendment(s) being requested and the reasons for the requested amendment(s):

6. Acknowledgement

The Recipient hereby requests the aforementioned amendment(s) to the Agreement and certifies that the information provided to support the request is accurate. The Agreement is accordingly amended upon execution of this form by NOHFC. All other terms and conditions of the Agreement remain in full force and effect.

CORPORATION OF THE TOWN OF FORT FRANCES

Date: _____

Print Name:

Position:

I have authority to bind the Recipient.

NORTHERN ONTARIO HERITAGE FUND CORPORATION

Date: _____

Name:

Position:

**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2021/61**

TO: Mayor Caul and Members

FROM: Dawn Galusha, Treasurer

DATE: November 17, 2021

SUBJECT: 2022 User Fee – Administration & Finance

BACKGROUND

On October 25, 2021, Council approved that division managers affect a 4.0% user fee increase for 2022, based on the Ontario Consumer Price Index inflationary increase. The Administration & Finance division has a mix of user fees that are legislated user fee rates, non-legislated user fee rates and rebates / revenue from external entities. Legislated user fees include the interest and penalties applied to accounts receivable and tax accounts, lottery license % fees and POA fines are out of the Town's control to affect user fee increases. Revenue from POA administration / management fees, rebates from external entities such as the natural gas rebate and purchase card rebate are also out of the Town's control to affect user fee increases.

Patrick Briere, By-Law Enforcement Officer, suggests keeping the Taxi Driver and Taxi ID rates the same as 2021 as it is the Taxi Driver's responsibility to purchase these. As well, the Taxi Owner's License for on-street taxi-cab is to remain the same, however this is not something that the taxi companies have currently, so there is no impact. Additionally, Administration would like to the Plumbing Contractors & Plumbers and Trades and Occupations, out of town rates the same as 2021 as they are high enough to cover the cost of the Town preparing the license. In 2018, the Municipal Clerk brought forward the freeze of Still Birth Registration, Death Registration and Marriage License fees, to the end of the term of Council. This will be the final year of the freeze, prior to a review.

The estimated revenue increases resulting from the user fee increase as presented on the attached schedule is \$1,626.97. This figure does not include several the lines as we cannot estimate year over year how many people will require those services.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that the Administration & Finance 2022 user fees be brought forward for approval.

Council Approval of this Report Will Agree with the Administration & Finance Executive Committee recommendation that the Administration & Finance 2022 user fees be approved.

1.04					
2021		2022 DRAFT		Additional Revenue	Notes
Resident	Non-Resident	Resident	Non-Resident	2022	
41.55		43.20		1.65	
20.80		21.65		-	
33.65		33.65		-	Request to keep the same as 2021
15.35		15.35		-	due to type of License. The taxi driver is
-				-	responsible to purchase their own
416.35		416.35		-	Rate is high enough- keep the same
155.15		161.35		-	
65.80		68.45		-	
48.00		49.90		-	
-		-		-	
131.50		136.75		-	
-		-		-	
471.85		490.70		18.85	
48.00	170.10	49.90	176.90	-	
48.00		49.90		7.60	
48.00		49.90		1.90	
202.40		210.50		-	
-		-		-	
48.00		49.90		41.80	
48.00		49.90		-	
48.00		49.90		20.90	
48.00		49.90		11.40	
48.00		49.90		7.60	
48.00		49.90		-	
48.00		49.90		7.60	
48.00		49.90		114.00	
-		-		-	
176.55		183.60		7.05	
80.50		83.70		-	
48.00	170.10	49.90	176.90	1.90	
60.90	170.10	63.35	176.90	-	
60.90	170.10	63.35	176.90	7.35	
60.90	170.10	63.35	176.90	2.45	
60.90	170.10	63.35	176.90	2.45	
176.55		183.60		-	

11/11/2021

SCHEDULE "A"

1.1.8.9.9	Hawker & Peddler Class 7 - Each Additional Day
1.1.8.9.10	Hawker & Peddler Class 8 (flea markets)
1.1.8.9.11	Hawker & Peddler Class 9 (general not including above)
1.1.8.10	Motor Vehicle Towing
1.1.8.11	Photographer
1.1.8.12	Places of Amusement
1.1.8.13	Plumbing Contractors & Plumbers
1.1.8.14	Public Garage (automotive rental, sales, & service)
1.1.8.14.1	Motor Vehicle Service Station
1.1.8.14.2	Public Garage (see classes 1 - 7)
1.1.8.15	Refreshment Vehicles
1.1.8.16	Mobile Food Vending
1.1.8.17	Second Hand Dealers or Salvage Yard Operators
1.1.8.18	Tattoo Parlour, Body Piercing, Electrolysis
1.1.8.19	Laundries and Laundromats
1.1.8.20	Newspapers and Magazines
1.1.8.21	Old Gold and Silver Dealers
1.1.8.22	Trades and Occupations
1.1.8.24	Pawnbroker
1.1.8.25	Wholesale Fruit, Vegetables, etc.
1.1.8.25.1	Ontario Residents
1.1.8.26	Professions
1.1.8.27	Transient Traders
1.1.8.28	Transportation including bussing but excluding taxis
1.1.8.29	Hotel/Motel
1.1.8.30	Business Licence Transfer Fee
1.1.8.31	Show, Carnival, Circus, Etc.
1.1.8.31.1	One Day or Less
1.1.8.31.2	Each Additional Day
1.1.8.32	Tobacconist

2021		2022 DRAFT		Additional Revenue	Notes
Resident	Non-Resident	Resident	Non-Resident	2022	
80.50		83.70		-	
48.00	170.10	49.90	176.90	-	
48.00	170.10	49.90	176.90	3.80	
48.00	170.10	49.90	176.90	-	
48.00	170.10	49.90	176.90	9.50	
48.00		49.90		1.90	
48.00	472.55	49.90	472.55	15.20	Keep the same for 2022
-		-		-	
48.00		49.90		20.90	
47.80		49.70		5.70	
60.90	170.10	63.35	176.90	-	
202.40		210.50		32.40	
48.00	170.10	49.90	176.90	5.70	
48.00	170.10	49.90	176.90	3.80	
48.00		49.90		3.80	
176.55		183.60		-	
48.00		49.90		-	
48.00	472.55	49.90	472.55	87.40	Keep the same for 2022
48.00		49.90		1.90	
48.00	189.50	49.90	197.10	1.90	
48.00	189.50	49.90	197.10	1.90	
48.00	170.10	49.90	176.90	262.20	
	672.85	-	699.75	-	
48.00	170.10	49.90	176.90	3.80	
48.00		49.90		-	
27.40		28.50		-	
-		-		-	
167.80		174.50		40.20	
76.50		79.55		-	
48.00		49.90		11.40	
1.2 Lottery Licenses - For Each License Issued					
1.2.1	Raffle Prize Value to \$50,000	3% of Prize Value		3% of Prize Value	
1.2.2	Bingo Prize Value to \$5,500	3% of Prize Value		3% of Prize Value	
1.2.3	Break Open Ticket	3% of Prize Value		3% of Prize Value	
1.2.4	Bazaars - per license	5.00		5.20	
1.2.4.1	Bazaar - up to 3 wheels of fortune	10.00	per wheel	10.40	per wheel
1.2.4.2	Bazaar Bingo Prize Value to \$500	3% of Prize Value		3% of Prize Value	
1.2.4.3	Bazaar Raffle Prize Value to \$500	3% of Prize Value		3% of Prize Value	

SCHEDULE "A"

1.04					
2021		2022 DRAFT		Additional Revenue 2022	Notes
Resident	Non-Resident	Resident	Non-Resident		
64.85		67.45		572.00	
6.85		7.10		-	
-		-		-	
34.00		35.35		55.35	
-		-		-	
0.60		0.60		-	
1.15		1.20		-	
6.24	plus HST	6.50	plus HST	5.20	
-		-		-	
2.55		2.65		-	
1.15		1.20		-	
-		-		-	
12.55	15.60	13.05	16.19	39.45	
6.25	7.85	6.50	8.14	4.87	
.10/item		.10/item			
-		-		-	
32.00	42.00	32.00	42.00	-	Freeze to end of term
32.00	42.00	32.00	42.00	-	Freeze to end of term
				-	
140.00	140.00	140.00	140.00	-	Freeze to end of term
354.05	442.55	368.20	460.25	145.05	
412.90	516.15	429.40	536.80	37.15	
412.90	516.15	429.40	536.80	-	
578.10	578.10	601.20	601.20	-	
57.25	71.60	59.55	74.45	-	
Same fee as marriage services above less \$50.00		Same fee as marriage services above less \$50.00			
urn basis as per Town Travel Policy		-		-	
		-		-	
659.70		686.10		-	
Actual Costs less Deposit		Actual Costs less Deposit			
1.00/sq. ft. or as directed by Council		1.00/sq. ft. or as directed by Council			
34.90		36.30		-	
59.45		61.85		-	
-		-		-	

SCHEDULE "A"

1.4	Tax Sale - Administrative Charges
1.4.1	File Preparation, Searches, to completion tax arrears certificate
1.4.2	Preparation & Registration of Tax Arrears Certificate
1.4.3	Regulatory Sub-Searches
1.4.4	Processing of First Notice
1.4.5	Processing of Treasurer's Statutory Declaration re: 1st Notice
1.4.6	Registration of Statutory Declaration
1.4.7	Processing of Cancellation Certificate
1.4.8	Registration of Cancellation Certificate
1.4.9	Processing of Extension Agreement
1.4.10	Processing Final Notice
1.4.11	Processing Treasurer's Statutory Declaration re: Final Notice
1.4.12	Sale process
1.4.13	Legal Fees as they apply to any process
1.4.14	Mailing Costs as they apply to any process
1.4.15	Tax Sale Process by Agency

2021		2022 DRAFT		Additional Revenue	Notes
Resident	Non-Resident	Resident	Non-Resident	2022	
-		-		-	
263.50		274.05		-	
263.50		274.05		-	
131.70		136.95		-	
200.50		208.50		-	
131.70		136.95		-	
131.70		136.95		-	
131.70		136.95		-	
131.70		136.95		-	
263.50		274.05		-	
200.50		208.50		-	
131.70		136.95		-	
263.50		274.05		-	
Actual Costs		Actual Costs			
Actual Costs		Actual Costs			
Actual Costs		Actual Costs			
				\$ 1,626.97	Total estimated impact

**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2021/57**

TO: Mayor Caul & Members of Council
FROM: Dawn Galusha, Treasurer
DATE: November 17, 2021
SUBJECT: Letter from Riverside Health Care re: Meals on Wheels

BACKGROUND

At the October 12, 2021 meeting of Council, the letter from Henry Gauthier, President & CEO of Riverside Health Care was referred to the Administration & Finance Executive Committee. Riverside has assumed the management of the Fort Frances Meals on Wheels (MOW) program in Fort Frances. The request is for ongoing financial support to aid in the continued success of the MOW program.

At the October 19 meeting of the Administration & Finance Executive Committee, the Committee requested a budget document from Riverside for this specific program. Attached you will find a comparative summary and then two versions of the budget they have sent for consideration of the grant funding. From this you can see there is a shortfall of over \$11,000. I had requested a year to date financial statement with details for the program since they have been running it for about 4 months, as well I questioned the Administration Fee. The response I received from D. Black, Director of Community Services was "MOW is not currently in a separate functional centre, rather consolidated with other Food Services so we are unable to share GL level data specific to this program. The attached spreadsheet represents a costing analysis prepared by Director of Support Services. It is normal practice to attach an admin fee to all services delivered, as there is always some level of admin required to support programs. The 12% admin fee is well below the typical 25% charged for admin fee at the hospital level."

The Town has \$11,000 in the 2021 budget for the MOW program. At the 2021 budget deliberations we discussed that we would only provide \$5,500 to the Meals on Wheels committee if they were running the program only until the end of June. This amount has been transferred and a refund of \$564.97 was received on October 29, 2021.

In addition, at the last meeting we were discussing a policy which allows us to grant money to those asking for it. I am attaching ***Memberships and Grants Policy 1.16***.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of a Grant in the amount of \$6,064.97 for the 2021 year. In addition, the ***Memberships and Grants Policy 1.16*** will be sent to Riverside Health Care Facilities, so they are fully aware of the requirements if they are to receive or request the Grant in the future.

Council approval of this report will agree with the recommendation of the Administration & Finance Executive Committee to approve a Grant in the amount of \$6,064.97 for the 2021 year to Riverside Health Care Facilities for the Meals on Wheels program. Further the Memberships and Grants Policy 1.16 will be sent to Riverside Health Care Facilities, so they are fully aware of the requirements if they are to receive or request the Grant in the future.

Meals on Wheels

The 2 versions are summarized here

	V1	V2
	5520 Meals	5500 Meals
Revenue		
Total fees collected for meals (\$7.50/meal fee)	41,400.00	41,250.00
Expenses		
Coordination of Volunteers	\$ 2,426.84	2,426.84
Diet Review/Menu Development/Food Prep/Assembly *	\$ 15,200.00	8,827.52
Administration	\$ 1,203.22	-
Cost of food & containers/meal (\$7.81)	\$ 43,111.20	\$42,955.00
Total Expenses	61,941.26	54,209.36
Riverside In-Kind*	7,600.00	1,428.13
Surplus (Deficit)	(12,941.26)	(11,531.23)

* Note- it appears that the difference in the Riverside in-kind is in the Diet Review section

Fort Frances Meals On Wheels - Budget July 1 to December 31, 2021

Received on October 28, 2021

Coordination of volunteers

Riverside FF MOW Budget - July 1 to Dec 31, 2021

Coordination of Volunteers	\$	2,426.84
Diet Review/Menu Development/Food Prep/Assembly	\$	15,200.00
Riverside In-Kind	-\$	7,600.00
Administration	\$	1,203.22
Total	\$	11,230.06

Number of meals/month for July 1 to December 31, 2021 actual & forecast		5,520
Total fees collected for meals (\$7.50/meal fee)	\$	41,400.00
Cost of food & containers/meal (\$7.81)	\$	43,111.20

Total -\$1,711.20

**We anticipate a 4% inflationary increase in food and supply in 2022 and a 1% labour increase

Fort Frances MOW Budget July 1 to Dec 31, 2021 Cost/meal

Received on November 10/21

Coordination of Volunteers	\$2,426.84	\$0.44
Diet Review	\$1,391.52	\$0.25
Menu Development	\$848.90	\$0.15
Food, container, meal prep labour	\$42,955.00	\$7.81
Client Management	\$5,528.90	\$1.00
Accounts Payable	\$1,058.20	\$0.19
Sub Total	\$54,209.36	\$9.84
Fee collection	\$41,250.00	\$7.50
Riverside In-Kind	\$1,428.13	\$0.25
Total	\$11,531.23	\$2.09

Actual and forecast meals to be prepared and delivered = 5,500 for time period of July 1 to December 31, 2021

31, 2021.

<i>The Town of Fort Frances</i>	SECTION
	ADMINISTRATION AND FINANCE
<u>MEMBERSHIPS AND GRANTS</u>	REVISED
<u>POLICY</u>	March 1995, July 2002, October 2004
Resolution No. Consent (10/04)	Supercedes Resolution No.
Policy Number 1.16	PAGE 1 of 3

1. POLICY STATEMENT

The Town of Fort Frances regularly maintains a number of memberships in a variety of organizations; provides grants to a number of agencies on a recurring basis and provides assistance to groups and individuals on a one-time basis. The purpose of this policy is to provide consistency through the application of guidelines governing how memberships and requests for funding are received, evaluated and processed.

2. EFFECTIVE DATE

This policy comes into effect on October 12, 2004 and cancels and supercedes all previous investment policies.

3. MEMBERSHIPS

The Town of Fort Frances pays for memberships in two broad categories: corporate and individual. All memberships which are to be paid by the Town in either of these categories are to be detailed in the annual budget submission and will be subject to the normal budget approval process. Any memberships not approved as part of the budget will require the approval of Town Council by resolution.

All requests for memberships are to be analyzed to determine if they are indeed bona fide memberships or requests for on-going operational assistance in which case they will be deemed to be grants (eg: Sunset Country, N.W. Ontario Recycling Association) and be reviewed accordingly.

All memberships must show a benefit to the Town such as provision of information, lobbying efforts, cost savings through access to discounts, or access to training.

Membership fees for individuals will be paid in the situation where:

- Membership is a requirement of the position as defined in the position description
- Membership is the result of a course of studies directly related to the performance of duties
- There is no corporate membership category and the only alternative is an individual membership
- The cost of a corporate membership exceeds the cost of an individual membership to such an extent as to negate any potential additional value that might be attached to a corporate membership.

4. GRANTS AND DONATIONS

Grant and funding requests received by the Town fall into two broad categories; annually recurring and one time.

In evaluating any request for grants and donations at any level the following criteria will be applied:

- Is there a demonstrable or potential social, economic or other benefit to the Town of Fort Frances, its citizens and taxpayers,
- Is it in keeping with any stated goals and objectives that have been set or endorsed by Town Council,
- Is the request in any significant degree a duplication of the efforts or services provided by another organization whether funded by the Town or not,
- Does the organization submitting the request have a track record of providing value to the community for funding received.

The following will apply to any funding requests that are annually recurring or are deemed to be likely annually recurring:

The Administration and Finance executive committee will recommend to Town Council a list of grants and donations, with individual values not to exceed \$2,000, as part of the normal budget process. Upon budget approval by Town Council these grants and donations will be processed for payment upon request without further referral to Council.

Any funding request in excess of \$2,000 will be referred to the appropriate Executive Committee who may then recommend to Town Council that the request be either denied or be referred to the budget process under the following conditions:

- In order to be part of the overall budget cycle of the Town, funding requests must be filed with the Town not later than 30 days after the Public Budget Meeting in the year preceding the year for which the grant is requested.
- An acceptable financial statement for the year immediately preceding the year in which the request is made, a current year's budget and a projected budget for the year for which the grant is requested is to be filed with the town with the grant request,

If approved in the budget process then payment may be processed upon request accompanied by an acceptable financial statement for the year preceding the year for which the grant is payable without further referral to Town Council.

Any funding request in excess of \$5,000 will be referred to the appropriate Executive Committee who may then recommend to Town Council that the request be either denied or be referred to the budget process under the following conditions:

- In order to be part of the overall budget cycle of the Town, funding requests must be filed with the Town not later than 30 days after the Public Budget Meeting in the year preceding the year for which the grant is requested.
- An acceptable financial statement for the year immediately preceding the year in which the request is made, a current year's budget and a projected budget for the year for which the grant is requested is to be filed with the town with the grant request,

If approved in the budget process then payment will be subject to final Council approval upon delivery of a request for payment accompanied by an audited financial statement for the year preceding the year for which the grant is payable.

The following will apply to one-time requests for funding to organizations and individuals:

- The Administration and Finance executive committee will recommend to Town Council an annual budget for one-time requests.

With regards to tournaments and similar events being held in Fort Frances a grant of \$.50 per participant per day up to a maximum of \$200 may be paid upon approval by Town Council for the purpose of prizes, ice time, rentals, etc. In the case of tournaments and similar events where winners will proceed to competitions at a Provincial, National or International level the maximum grant will be \$1.00 per participant per day to a maximum of \$400.

With regards to the sponsorship of an individual participating in a program or event which has a criteria for participation of community sponsorship, a maximum grant of \$200 may be paid upon approval by Town Council.

Any request for a grant or donation not covered by any of the above must be submitted in writing and will be subject to Town Council referral and approval.

Funding and donation requests received after the events have occurred will be denied.

To: Mayor & Council
From: Tyler Moffitt, Fire Chief/CEMC
Date: November 17, 2022
Subject: 2022 Emergency Services User Fees & Charges

The following attached spreadsheet is reflective to a 4% increase for the 2022 User Fees and Charges for the Emergency Services.

Recommendation

The Administration & Finance Executive Committee recommends that Council approve the report as presented and bring forward the resolution to approve the proposed 2022 user fees and charges for the Emergency Services.

Respectfully submitted,



Tyler Moffitt
Fire Chief/CEMC

Council approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve this report as presented and bring forward the resolution to approve the proposed 2022 user fees and charges for the Emergency Services.

TOWN OF FORT FRANCES
2022 SCHEDULE OF FEES BY-LAW __/21
SCHEDULE "B"

All Rates are effective January 1, 2022, unless otherwise noted.
HST is noted per line or per section as applicable.

	Amounts with HST for calculation purposes	Additional Revenue 2022	Notes
2021		2022 DRAFT	

2.1 Emergency Services

2.1.1 Administration

No HST	2.1.1.1	Copy of Fire Reports	75.60		78.65
	2.1.1.2	Letter of Compliance or Approval for Properties	75.60		78.65
	2.1.1.3	File Search, Written Report and Records on Properties	75.60		78.65
	2.1.1.4	Written Response to written request relating to outstanding orders under the Ontario Fire Code or any Act, Regulation or By-Law with which the Fire Service has Authority or Jurisdiction	75.60		78.65

2.1.2 Property Inspection Request - by Owner or Business Operator (Plus HST)

HST	2.1.2.1	Private Home Day Care Facilities (5 or less)	74.78	84.50	87.90
	2.1.2.2	Licensed Day Care Centres (more than 5)	98.05	110.80	115.25
	2.1.2.3	Special Care and Group Homes (3 or less)	74.78	84.50	87.90
	2.1.2.4	Special Care and Group Homes (more than 3)	98.05	110.80	115.25
	2.1.2.5	Inspections required by/for LCBO Licensing	133.72	151.10	157.15
	2.1.2.6	Lodging House	74.78	84.50	87.90
	2.1.2.7	Occupancy Load Calculation and Posting	98.05	110.80	115.25
	2.1.2.8	Private Nursing Homes	133.72	151.10	157.15
	2.1.2.9	Fire Inspections of Educational Institutions	N/C	N/C	N/C
	2.1.2.9.1	Base Inspection	133.72	151.10	157.15
	2.1.2.9.2	Each Classroom Additional	5.71	6.45	6.70
	2.1.2.9.3	Portable Classrooms	74.78	84.50	87.90
	2.1.2.10	Assembly Occupancies <60 persons	74.78	84.50	87.90
	2.1.2.11	Assembly Occupancies >61 persons	74.78	84.50	87.90
	2.1.2.12	Industrial/Commercial Single Tenant or Occupancy	133.72	151.10	157.15
	2.1.2.13	Residential/Commercial - Multi Occupancy Complex	133.72	151.10	157.15
	2.1.2.14	Residential/Apartment or Condominium Building	133.72	151.10	157.15
	2.1.2.15	Office/Commercial Retrofit Inspections	133.72	151.10	157.15
	2.1.2.16	Additional Inspection for incomplection or initial follow-up	133.72	151.10	157.15
	2.1.2.17	Inspection - All Properties	74.78	84.50	87.90

2.1.3 Special Occasions Inspections (Plus HST)

HST	2.1.3.1	Mandated Fire Code inspection (tents/marquee)	74.78	84.50	87.90
	2.1.3.2	Mandated Fire Code inspection (fireworks permits)	133.72	151.10	157.15
	2.1.3.3	Public Vendors - Commercial Establishments	74.78	84.50	87.90
	2.1.3.4	Public Vendors - Vendors from Outside Municipality	267.65	302.44	314.55
	2.1.3.5	Public Vendors - Service Clubs	N/C	N/C	N/C
	2.1.3.6	Misc. inspections not otherwise specified - per hour	74.78	84.50	87.90

2.1.4 Other Service Fees/Charges

No HST	2.1.4.1	Burning Permits - Residential 7 day	14.00		14.60
	2.1.4.2	Burning Permits - Commercial/Industrial - each burn	129.70		134.90
	2.1.4.3	Open Air Burning Violations	As per Part 1 Provincial Offences Act: Set	As per Part 1 Provincial Offences Act: Set	
	2.1.4.4	Extinguishing Fire where no permit obtained; out of control	MTO Prescribed Rates per apparatus plus 15% resident administration fee	MTO Prescribed Rates per apparatus plus 15% resident administration fee	
	2.1.4.5	Standby requests other than emergency response (per vehicle) For fire protection during shows, exhibitions, etc.)	MTO Prescribed Rates per apparatus	MTO Prescribed Rates per apparatus	
	2.1.4.6	Standby requests other than emergency response (per vehicle)	MTO Prescribed Rates per apparatus	MTO Prescribed Rates per apparatus	
	2.1.4.7	Training Services - per hour	74.80 plus costs	77.80 plus costs	
HST	2.1.4.8	Air Bottle Refills - other Fire Services	14.25 per bottle (Plus HST)	16.75 per bottle (Plus HST)	
	2.1.4.9	Air Bottle Refills - Scuba, Private, Provincial, Industry	20.04 per bottle (Plus HST)	23.55 per bottle (Plus HST)	
No HST	2.1.4.10	Fire Service Training Outside Municipal Boundaries	74.80 per hour plus costs	77.80 per hour plus costs	
	2.1.4.11	Fire Service Fire Prevention Programs Outside Municipal Boundaries	74.80 per hour plus costs	77.80 per hour plus costs	
	2.1.4.12	Fire Service Administration Outside Municipal Boundaries	74.80 per hour plus costs	77.80 per hour plus costs	
HST	2.1.4.13	Fire Protection Outside Municipal Boundaries	As per Contract (Plus HST)	As per Contract (Plus HST)	
No HST	2.1.4.14	Controlled Burns e.g. grass	Full cost recovery plus 15% resident administration fee	Full cost recovery plus 15% resident administration fee	
	2.1.4.15	Boarding Up/Barricading Premises after Fire, costs per person, plus cost of public works (if used), plus cost of materials used plus 15% resident administration fee (if owner fails to comply within 24 hours the Fire Chief may authorize with all applicable costs.)	Full cost recovery plus 15% resident administration fee	Full cost recovery plus 15% resident administration fee	
HST	2.1.4.16	Annual Fire Protection for Rusty Myers Flying Service/Nanicost Ltd.	12 hours @MTO Prescribed Rate (Plus HST)	12 hours @MTO Prescribed Rate (Plus HST)	

2.1.5 Emergency Services Response Calls

HST	2.1.5.1	Fire Response to Structural Fires	MTO Prescribed Rates per apparatus per hour and personnel rates per hour plus any costs to Fort Frances Fire & Rescue Service or the Town of Fort Frances for each and every call.	MTO Prescribed Rates per apparatus per hour and personnel rates per hour plus any costs to Fort Frances Fire & Rescue Service or the Town of Fort Frances for each and every call.	
No HST	2.1.5.2	Emergency response to MVA on MTO Highways as per Province of Ontario rates plus any additional clean-up costs (Recovery through MTO)	MTO Prescribed Rates per apparatus	MTO Prescribed Rates per apparatus	
No HST	2.1.5.3	Auto Extrication Services within the Rainy River District	MTO Prescribed Rates per apparatus	MTO Prescribed Rates per apparatus	
	2.1.5.4	Motorized Vehicle Fires	N/C	N/C	
	2.1.5.5	False Alarms (1st & 2nd in a three month period)	N/C	N/C	
	2.1.5.6	Third False Alarm (after 3-call outs in a calendar year)	MTO Prescribed Rates per apparatus	MTO Prescribed Rates per apparatus	
	2.1.5.7	For each Proceeding False Alarm (Within the Calendar Yr)	MTO Prescribed Rates per apparatus	MTO Prescribed Rates per apparatus	

November 17, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Enter into a Contribution Agreement with the Northern Ontario Heritage Fund for Airport Improvements

In July of 2021 Council approved a report to apply to the Northern Ontario Heritage Fund for work at the Fort Frances Airport in 2021 and 2022. The Town has been successful in receiving \$148,500 in funding for various repairs at the Fort Frances Airport.

The Town plans to use the funds for the replacement of the roof and heating system in the terminal completed in 2021 and the replacement of the terminal flooring, adding automated gates and aprons for better emergency access to the apron and parking lot improvements in 2022.

Attached to this report you will find a contribution agreement between the Town of Fort Frances and the Northern Ontario Heritage Fund Corporation.

It is the recommendation of the Operations and Facilities Executive Committee to:

1. Enter into a contribution agreement with Northern Ontario Heritage Fund Corporation for funding relating to projects at the Fort Frances Airport
2. That an authorizing by-law be prepared authorizing the agreement be signed by Mayor and Clerk.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to:

- 1. Enter into a contribution agreement with Northern Ontario Heritage Fund Corporation for funding relating to projects at the Fort Frances Airport**
- 2. That an authorizing by-law be prepared authorizing the agreement be signed by Mayor and Clerk.**

Manager of Operations and Facilities

2021Nov17 NOHFC Airport Contribution Agreement

THE AGREEMENT made

B E T W E E N:

NORTHERN ONTARIO HERITAGE FUND CORPORATION

a corporation existing under the laws of Ontario

(**"NOHFC"**)

- and -

CORPORATION OF THE TOWN OF FORT FRANCES

a municipality under the laws of Ontario

(the **"Recipient"**)

Background:

NOHFC has among its objects the promotion and stimulation of economic initiatives in Northern Ontario.

The Recipient has applied to NOHFC for funds to assist the Recipient in carrying out the Project described in this Agreement.

NOHFC is willing to provide funds to the Recipient to assist the Recipient in carrying out the Project on the terms and conditions set forth herein.

Consideration:

In consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Parties agree as follows:

**ARTICLE 1
INTERPRETATION AND DEFINITIONS**

1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the background and the headings do not form part of the Agreement; they are for reference only and shall not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency shall be to Canadian dollars and currency;
- (e) "include", "includes" and "including" shall not denote an exhaustive list; and

- (f) in the event of a conflict between the main body of the Agreement and any schedule, the main body of the Agreement governs unless the schedule states that the schedule or a provision or provisions of the schedule operate(s) despite the main body of the Agreement.

1.2 **Definitions.** In the Agreement the following terms shall have the following meanings:

“Agreement” means this agreement for Project number 7510005 entered into between NOHFC and the Recipient and includes all of the schedules listed in section 26.1.

“BPSAA” means the *Broader Public Sector Accountability Act, 2010* (Ontario), including any directives and/or guidelines issued pursuant to that Act.

“Business Day” means a day other than a Saturday, Sunday, or any statutory holiday in the Province of Ontario.

“Conflict of Interest” has the meaning ascribed to it in section 7.2.

“Effective Date” is the date the Agreement is signed by NOHFC.

“Eligible Project Costs” means the costs paid by the Recipient for the purpose of carrying out the Project for which NOHFC may provide Funds and that are (a) incurred by the Recipient between March 9, 2021 and the expiry or termination of the Agreement; (b) in the sole opinion of NOHFC, reasonable and necessary for carrying out the Project; and (c) limited to the amounts and Project cost categories set out in the Project Costs Chart in Schedule “B”.

“Event of Default” has the meaning ascribed to it in section 14.1.

“Excess Funds Amount” means the excess, if any, of X – Y where
 “X” is the amount of Funds provided to the Recipient under the Agreement; and
 “Y” is the Project Percentage of the total Eligible Project Costs paid by the Recipient to complete the Project.

“Funding Year” means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

“Funds” means the money NOHFC provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means Northern Ontario Heritage Fund Corporation and each of its directors, officers, agents, advisors, and representatives;

“Ineligible Project Costs” means all Project costs that are not Eligible Project Costs.

“Maximum Funds” means the maximum amount payable to the Recipient in respect of Eligible Project Costs under the Agreement, which is the lesser of: (i) the Project Percentage of the total Eligible Project Costs paid by the Recipient to complete the Project, and (ii) \$148,500.

“NOHFC Claim Schedule” means the NOHFC claim schedule set out in Schedule “C”.

“Northern Ontario” means the territorial districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming.

“Notice” means any communication given or required to be given under the Agreement.

“Party” means either NOHFC or the Recipient and **“Parties”** means NOHFC and the Recipient.

“Project” means the undertaking described in Schedule “A” and in the Project Plan in Schedule “C”.

“Project Budget” means the budget for the Project set out in Schedule “B”.

“Project Costs Chart” means the chart of Project costs set out in Schedule “B”.

“Project Funding Chart” means the chart of Project funding set out in Schedule “B”.

“Project Percentage” means 75%.

“Project Plan” means the chart setting out milestones/activities and timelines for the Project and the Project completion date, in each case as set forth in Schedule “C”.

“Quarter” or **“Quarters”** means one or more of the following four periods of time in NOHFC’s fiscal year: April 1 up to and including June 30, July 1 up to and including September 30, October 1 up to and including December 31, and January 1 up to and including March 31.

“Reports” means the financial and progress reports described in Schedule “E” and any other reports requested by NOHFC.

“Request for Funds” means the form set out in Schedule “D” of the Agreement.

“Wind Down Costs” means the Recipient’s reasonable costs to wind down the Project.

ARTICLE 2 REPRESENTATIONS, WARRANTIES AND COVENANTS

2.1 **General.** The Recipient represents, warrants and covenants that:

- (a) it is, and shall continue to be for the term of the Agreement, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and shall continue to have for the term of the Agreement, the experience and expertise necessary to carry out the Project;

- (c) any information the Recipient provided to NOHFC contained in its application and in support of its application (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it, and shall continue to be true and complete for the term of the Agreement in every respect, except as set out to the contrary in the Agreement; and
- (d) no Conflict of Interest exists.

2.2 Execution of Agreement. The Recipient represents and warrants that:

- (a) it has the full power and authority to enter into the Agreement; and
- (b) it has taken all necessary actions to authorize the execution of the Agreement.

2.3 Governance. The Recipient represents, warrants and covenants that it has, and shall maintain for the period during which the Agreement is in effect, by-laws or other legally necessary instruments to:

- (a) establish procedures to ensure the ongoing effective functioning of the Recipient;
- (b) establish decision-making mechanisms;
- (c) provide for the prudent and effective management of the Funds;
- (d) establish procedures to enable the successful completion of the Project;
- (e) establish procedures to enable the timely identification of risks to the completion of the Project and strategies to address the identified risks;
- (f) establish procedures to enable the preparation and delivery of all Reports required pursuant to Article 8; and
- (g) deal with such other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under the Agreement.

2.4 Supporting documentation. Upon request, the Recipient shall provide NOHFC with proof of the matters referred to in this Article 2.

ARTICLE 3 TERM OF THE AGREEMENT, USE OF FUNDS AND PROJECT

3.1 Term. The term of the Agreement shall commence on the Effective Date and shall expire after the occurrence of all of the following unless terminated earlier pursuant to Article 13 or Article 14:

- (a) the completion of the Project in accordance with the terms and conditions of the Agreement; and
- (b) the receipt by NOHFC of all Reports required under this Agreement satisfactory to NOHFC.

3.2 **Project and use of Funds.** The Recipient shall:

- (a) carry out the Project;
 - (i) in accordance with the terms and conditions of the Agreement; and
 - (ii) in compliance with all federal and provincial laws and regulations, all municipal by-laws, and other orders, rules, by-laws, and industry standards applicable to any aspect of the Project;
- (b) at its own expense, obtain all permits, licences, approvals and authorizations required to complete the Project and satisfy the terms and conditions of the Agreement;
- (c) use the Funds only for the purpose of carrying out the Project; and
- (d) spend the Funds only in accordance with the Project Budget.

ARTICLE 4 CHANGES

4.1 **No changes.** The Recipient shall:

- (a) not make any changes to the Project and/or the Project Budget without the prior written consent of NOHFC, which consent may be conditional on recovery of the Funds provided to the Recipient;
- (b) abide by the terms and conditions NOHFC may require in giving such consent.

4.2 **Notification.** The Recipient shall notify NOHFC promptly if it becomes aware of:

- (a) any actual or potential material changes to the Project and/or Project Budget; and
- (b) any event that may affect the Recipient's ability to complete the Project in accordance with the Agreement.

ARTICLE 5 FUNDS, PAYMENT AND CARRYING OUT THE PROJECT

5.1 **Obligation to fund.**

- (a) Subject to the terms and conditions of the Agreement, NOHFC shall reimburse the Recipient for Eligible Project Costs paid by the Recipient up to the amount of the Maximum Funds.
- (b) NOHFC is not responsible for any cost overruns related to the Project. The Recipient shall provide its own funds or funds from other sources for all Eligible Project Costs not reimbursed by NOHFC in the Project Costs Chart and all Ineligible Project Costs. The Recipient is responsible for all costs that exceed the Eligible Project Costs set out in the Project Costs Chart.

5.2 **Payment of Funds.**

- (a) Subject to the terms and conditions of the Agreement, NOHFC shall:
 - (i) provide the Funds to the Recipient in accordance with the NOHFC Claim Schedule;
 - (ii) issue a cheque in the Recipient's name or deposit the Funds electronically into an account designated by the Recipient in writing, provided that the account resides at a Canadian financial institution and is in the name of the Recipient.
- (b) To initiate reimbursement of Eligible Project Costs by NOHFC, the Recipient shall submit the following to NOHFC:
 - (i) a completed Request for Funds; and
 - (ii) copies of all invoices or such other evidence satisfactory to NOHFC or its agents, in their sole discretion, of costs incurred relating to the Eligible Project Costs claimed in the submitted Request for Funds and copies of cancelled cheques and/or such other evidence satisfactory to NOHFC or its agents, in their sole discretion, of payment of the Eligible Project Costs claimed.

5.3. **Limitations on funding.**

- (a) If the total Eligible Project Costs paid by the Recipient are less than the estimated Eligible Project Costs set out in the Project Costs Chart, NOHFC may, in its sole discretion:
 - (i) vary the amount of Eligible Project Costs that it reimburses; and
 - (ii) where applicable, demand the repayment of the Excess Funds Amount, whereupon the amount demanded by NOHFC shall immediately become due and payable.
- (b) Following receipt of the items specified in section 5.2(b), in each Quarter, NOHFC agrees to pay to the Recipient an amount equal to the Project Percentage of Eligible Project Costs claimed in each request for Funds up to the amount payable for each Quarter set out in the NOHFC Claim Schedule.
- (c) In the event the Recipient:
 - (i) wishes to amend the NOHFC Claim Schedule by an amount equal to or greater than \$100,000;
 - (ii) wishes to transfer amounts between cost categories in the Project Costs Chart; and/or
 - (iii) does not claim reimbursement of any Eligible Project Costs by NOHFC in any Quarter where the amount of the NOHFC Claim for that Quarter as set out in the NOHFC Claim Schedule exceeds \$100,000,

the Recipient shall complete the appropriate section(s) of the Change Request Form as set out in Schedule “F” and submit it to NOHFC. NOHFC may approve or reject all or part of any such change request in its sole discretion. In the event NOHFC signs a Change Request Form, this Agreement shall be amended accordingly.

- (d) NOHFC shall hold back 10% of \$148,500, to be released only after all of the following have occurred:
 - (i) completion of the Project in accordance with the Agreement;
 - (ii) receipt by NOHFC of all Reports required under the Agreement; and
 - (iii) receipt by NOHFC of the final Request for Funds for the Project.
- (e) The Recipient shall not use the Funds for any Eligible Project Costs for which the Recipient is in receipt of funds from other sources. The Recipient shall promptly notify NOHFC if any other funds are received for the Project from sources other than those set out in the Project Funding Chart or in amounts from the sources set out in the Project Funding Chart that are greater than the amounts set out in the Project Funding Chart. If the Recipient receives funds for the Project from sources that are not listed in the Project Funding Chart or in amounts from the sources set out in the Project Funding Chart that are greater than the amounts set out in the Project Funding Chart, in its sole discretion, NOHFC may reduce the amount of the Funds it provides to the Recipient by, or demand the repayment of, an amount equal to the additional funds, whereupon the amount demanded by NOHFC shall immediately become due and payable, to ensure that there is no duplication of funding for the Project.
- (f) NOHFC may, in its sole discretion, provide Funds to the Recipient in advance of the Recipient incurring Eligible Project Costs. If NOHFC provides Funds to the Recipient in advance, NOHFC will not make any further payments of Funds until the Recipient has submitted, in respect of the Recipient’s spending of such advance on Eligible Project Costs, evidence satisfactory to NOHFC that the Funds advanced have been spent solely on Eligible Project Costs.
- (g) The Recipient acknowledges that the amount of Funds available to it pursuant to the Agreement is based on the net costs to the Recipient, net of any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit or refund.

5.4. Conditions of funding. NOHFC’s obligation to provide Funds to the Recipient is subject to fulfillment of the following conditions precedent to NOHFC’s satisfaction:

- (a) the Recipient shall have provided the insurance certificate(s) or other documents provided for in Article 12;
- (b) the Recipient shall have provided written evidence satisfactory to NOHFC that the funds from other sources set out in the Project Funding Chart necessary to complete the Project have been committed;

- (c) NOHFC shall have received and been satisfied with the information provided by the Recipient pursuant to Article 8. If NOHFC is not satisfied with such information, it may adjust the amount of Funds it provides to the Recipient in any Quarter;
- (d) NOHFC shall have received and been satisfied with any information it may reasonably require to conduct a due diligence review of the Recipient and the Project; and
- (e) NOHFC shall have received a completed electronic funds transfer information form which will enable NOHFC to deposit the Funds into the Recipient's designated bank account by way of electronic funds transfer.

ARTICLE 6

ACQUISITION OF GOODS AND SERVICES; DISPOSAL OF ASSETS AND OWNERSHIP OF BUILDINGS AND FACILITIES

- 6.1 **Acquisition of supplies, equipment or services.** If the Recipient acquires supplies, equipment or services with the Funds it shall do so through a process that promotes the best value for money. If the Recipient is selecting third-party contractors from which to acquire supplies, equipment or services for the Project for an amount greater than \$25,000 a competitive process must be used, including a written request for at least three proposals, written evaluation of bids received and a written agreement with the successful contractor. NOHFC may, at its sole discretion, consent in writing to a non-competitive procurement over \$25,000 if details of urgency, special expertise, confidentiality, savings or other circumstances warrant it.
- 6.2 **Movement and Disposal of assets.** The Recipient shall not, without NOHFC's prior written consent and subject to the following Section 6.3, during the period from the Effective Date to the date that is three years after the project completion date set out in Section 3 of Schedule "C", sell, lease or otherwise dispose of, or store or move to any location outside of Northern Ontario, any assets purchased with the Funds or for which Funds were provided, the cost of which exceeded \$10,000 at the time of purchase. This obligation shall survive the expiry or termination of the Agreement.
- 6.3 **Buildings and Facilities.** Unless NOHFC otherwise agrees in writing, the Recipient shall own or lease all buildings, facilities or land purchased, constructed or improved with the Funds during the period from the Effective Date to the date that is three years after the project completion date set out in Section 3 of Schedule "C". This obligation shall survive the expiry or termination of the Agreement.

ARTICLE 7

CONFLICT OF INTEREST

- 7.1 **No Conflict of Interest.** The Recipient shall carry out the Project and use the Funds in a manner that avoids any Conflict of Interest.
- 7.2 **Conflict of Interest includes.** For the purposes of this Agreement, a Conflict of Interest includes:

- (a) in relation to the process of applying for Funds, any circumstance where the Recipient has or could be perceived to have an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage over other applicants; and
- (b) in relation to the performance of its obligations under the Agreement, any circumstances where the Recipient (or any person who has the capacity to influence the Recipient's decisions) has outside commitments, relationships or financial interests that interfere with, or could, or could be seen to interfere with, the Recipient's objective, unbiased and impartial judgment relating to the Project and the use of the Funds.

7.3 Disclosure to NOHFC. The Recipient shall:

- (a) disclose to NOHFC without delay any circumstances that a reasonable person would interpret as being a Conflict of Interest; and
- (b) comply with any terms and conditions that NOHFC may reasonably prescribe as a result of such disclosure.

ARTICLE 8 REPORTING, ACCOUNTING AND REVIEW

8.1 Preparation and submission. The Recipient shall:

- (a) submit to NOHFC at the address provided in section 18.1, all Reports using the appropriate form of report set out in Schedule "E" in accordance with the timelines and content requirements set out in the Reports Schedule in Schedule "E", or in a form as specified by NOHFC from time to time;
- (b) submit to NOHFC at the address provided in section 18.1, any other Reports requested by NOHFC in accordance with the timelines and content requirements specified by NOHFC;
- (c) ensure that all Reports are completed to the satisfaction of NOHFC; and
- (d) ensure that all Reports are signed on behalf of the Recipient by an authorized signing officer.

8.2 Record maintenance. The Recipient shall keep and maintain for a period of seven years after the expiry or termination of the Agreement:

- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
- (b) all non-financial documents and records relating to the Funds or otherwise to the Project.

8.3 Inspection. NOHFC, its authorized representatives or an independent auditor identified by NOHFC may, at its own expense, upon 24 hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's expenditure of the Funds, and for these purposes NOHFC, its authorized representatives or an independent auditor identified by NOHFC, may:

- (a) inspect and copy the records and documents referred to in section 8.2; and
 - (b) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds and/or Project.
- 8.4 **Disclosure.** To assist in respect of the rights set out in section 8.3, the Recipient shall disclose any information reasonably requested by NOHFC, its authorized representatives or an independent auditor identified by NOHFC, and shall do so in a form reasonably requested by NOHFC, its authorized representatives or an independent auditor identified by NOHFC, as the case may be.
- 8.5 **No control of Records.** No provision of the Agreement shall be construed so as to give NOHFC any control whatsoever over the Recipient's records.
- 8.6 **Auditor General.** For greater certainty, NOHFC's rights under this Article are in addition to any rights provided to the Auditor General pursuant to the *Auditor General Act* (Ontario).
- 8.7 **Audit report.** If NOHFC or the Auditor General believes that there are inaccuracies in, or inconsistencies between, any Request for Funds submitted to NOHFC and the Recipient's financial records and books of account, NOHFC or the Auditor General may request and the Recipient must provide at its own expense an audit report from a public accountant licensed under the laws of Ontario. The audit report must be satisfactory to NOHFC in form and content and address:
- (a) Funds received to date;
 - (b) Eligible Project Costs incurred by the Recipient to date;
 - (c) whether the Eligible Project Costs were incurred in accordance with the Project and the Agreement; and
 - (d) any other financial information pertaining to the Agreement as may be reasonably specified in the request.

ARTICLE 9 CREDIT

- 9.1 **Acknowledge support.** Unless otherwise directed by NOHFC, the Recipient shall, in a form approved by NOHFC, acknowledge the support of NOHFC in any publication of any kind, written or oral, relating to the Project.
- 9.2 **Publication.** If the Recipient publishes any material of any kind, written or oral, relating to the Project, the Recipient shall indicate in the material that the views expressed in the material are the views of the Recipient and do not necessarily reflect those of NOHFC or the government of Ontario.
- 9.3 **Signage.** At NOHFC's request, the Recipient shall install and maintain in good condition one or more signs or plaques supplied by NOHFC to acknowledge NOHFC's support for the Project in conspicuous and visually unobstructed locations near the Project as approved by NOHFC.

ARTICLE 10 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

- 10.1 **FIPPA.** The Recipient acknowledges that NOHFC is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario), as amended from time to time, and that any information provided to NOHFC in connection with the Project or otherwise in connection with the Agreement is subject to disclosure in accordance with that Act.

ARTICLE 11 INDEMNITY

- 11.1 **Indemnification.** The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties from and against any and all liability, losses, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement.

ARTICLE 12 INSURANCE

- 12.1 **Recipient's insurance.** The Recipient represents and warrants that it has, and shall maintain for the term of the Agreement, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than \$2,000,000 per occurrence. The policy shall include the following:
- (i) Northern Ontario Heritage Fund Corporation and each of its directors, officers, agents, advisors, and representatives as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
 - (ii) a cross-liability clause;
 - (iii) contractual liability coverage; and
 - (iv) a 30 day written notice of cancellation.
- 12.2 **Proof of insurance.** The Recipient shall provide NOHFC with certificates of insurance, or other proof as may be requested by NOHFC, that confirms the insurance coverage as provided for in section 12.1. Upon the request of NOHFC, the Recipient shall make available to NOHFC a copy of each insurance policy.
- 12.3 **Compliance with Recipient's insurance.** The Recipient shall comply with all provisions and requirements of any of the Recipient's insurance policies applicable to the Project.

- 12.4 **Third party insurance.** The Recipient shall ensure that any third party sources of funds for the Project and subcontractors retained to perform any part or parts of the Project shall have adequate insurance in place that is appropriate to the Project risks and to the third party.

ARTICLE 13 TERMINATION ON NOTICE

- 13.1 **Termination on Notice.** NOHFC may terminate the Agreement at any time upon giving at least 30 days' Notice to the Recipient.
- 13.2 **Consequences of Termination.** If NOHFC terminates the Agreement pursuant to section 13.1, NOHFC:
- (a) shall have no further obligation to make any payment of Funds;
 - (b) may demand the repayment of any Funds remaining in the possession or under the control of the Recipient, whereupon the amount demanded by NOHFC shall immediately become due and payable; and
 - (c) may determine the Recipient's reasonable Wind Down Costs, and either:
 - (i) permit the Recipient to offset the Wind Down Costs against the amount owing pursuant to subsection 13.2(b); and/or
 - (ii) subject to section 5.3(g) provide Funds to the Recipient to cover the Wind Down Costs.

ARTICLE 14 EVENT OF DEFAULT AND CORRECTIVE ACTION

- 14.1 **Events of Default.** Each of the following events shall constitute an Event of Default:
- (a) if in the opinion of NOHFC, the Recipient has knowingly provided false or misleading information regarding its request for funding or in any communication with NOHFC;
 - (b) if any representation or warranty provided to NOHFC (herein or otherwise) by the Recipient is incorrect in any material respect on the date on which such representation or warranty was made;
 - (c) if in the opinion of NOHFC, the Recipient breaches any term or condition of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement without the prior written consent of NOHFC:
 - (i) carry out and complete the Project by the Project completion date specified in Schedule "C";
 - (ii) complete the milestones set out in the Project Plan in accordance with the timing set out in the Project Plan;
 - (iii) use or spend Funds; and/or

- (iv) provide Reports;
- (d) the nature of the Recipient's operations or its corporate status changes so that it no longer meets one or more of the applicable eligibility requirements of the program under which NOHFC provides the Funds;
- (e) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver;
- (f) if any bankruptcy, reorganization, arrangement or insolvency proceedings for relief under any bankruptcy or similar laws for the relief of debtors is instituted against the Recipient or is consented to by the Recipient, or, if contested by the Recipient, is not dismissed within 30 days;
- (g) the Recipient ceases to operate; or
- (h) a Conflict of Interest that cannot be resolved to NOHFC's satisfaction, acting reasonably.

14.2 **Corrective action.** If an Event of Default occurs, NOHFC may, at any time, take one or more of the following actions:

- (a) initiate any action NOHFC considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) suspend the payment of Funds for such period as NOHFC determines appropriate;
- (c) reduce the amount of the Funds;
- (d) cancel all further payment of Funds;
- (e) demand the repayment of any Funds remaining in the possession or under the control of the Recipient, whereupon the amount demanded by NOHFC shall immediately become due and payable;
- (f) demand the repayment of an amount equal to any Funds the Recipient used for purposes not agreed upon by NOHFC, whereupon the amount demanded by NOHFC shall immediately become due and payable;
- (g) demand the repayment of an amount equal to any Funds NOHFC provided to the Recipient, whereupon the amount demanded by NOHFC shall immediately become due and payable;
- (h) terminate the Agreement immediately upon giving Notice to the Recipient; and/or
- (i) exercise any other rights or remedies available to NOHFC under this Agreement or applicable law.

- 14.3 **Opportunity to remedy.** In addition to its rights provided for in section 14.2, NOHFC may provide the Recipient an opportunity to remedy the Event of Default by providing Notice to the Recipient:
- (a) of the particulars of the Event of Default; and
 - (b) of the period of time within which the Recipient is required to remedy the Event of Default.
- 14.4 **Recipient not remedying.** If NOHFC has provided the Recipient with an opportunity to remedy the Event of Default pursuant to section 14.3 and:
- (a) the Recipient does not remedy the Event of Default within the time period specified in the Notice;
 - (b) NOHFC determines in its sole discretion that the Recipient cannot completely remedy the Event of Default within the time period specified in the Notice or such further period of time as NOHFC considers reasonable; or
 - (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to NOHFC,
- NOHFC may initiate any one or more of the actions provided for in sections 14.2 (a), (d), (e), (f), (g), (h) and (i).
- 14.5 **Termination date.** The effective date of any termination under this Article shall be the last day of the Notice period, the last day of any subsequent Notice period or immediately, whichever applies.

ARTICLE 15

PAYMENT BY NOHFC OF AMOUNTS OWING BY RECIPIENT

- 15.1 **Amounts owing by Recipient and subcontractors.** The Recipient covenants and agrees to pay when due, and to ensure that any of its subcontractors pays when due, all amounts required to be paid by it/its subcontractors to complete the Project in accordance with the Agreement.
- 15.2 **NOHFC's right to pay amounts due and unpaid by Recipient or subcontractors.** In the event the Recipient or any of its subcontractors fails to pay when due, all amounts required to be paid by it/its subcontractors to complete the Project in accordance with the Agreement, NOHFC shall have the right, but for greater certainty, no obligation, in addition to and not in substitution for any other right it may have pursuant to the Agreement or otherwise at law or in equity, to pay any amount due and unpaid by the Recipient or its subcontractors and to deduct such amount from any amount due and owing from time to time to the Recipient pursuant to the Agreement together with all costs incurred by NOHFC in connection therewith or to demand the repayment of such amount from the Recipient together with all costs incurred by NOHFC in connection therewith.

ARTICLE 16 COMPLIANCE WITH AGREEMENT AND LAWS

- 16.1 **Compliance with Agreement.** The Recipient shall take all reasonable measures to ensure that its officers, directors, partners, employees, agents, contractors, subcontractors and volunteers are bound to observe the provisions of the Agreement. In all contracts relating to the Project, the Recipient shall include terms and conditions similar to and not less favourable to NOHFC than the terms and conditions of the Agreement to the extent that they are applicable to the subject of the contract.
- 16.2 **Compliance with Laws and Standards.** The Recipient shall take all reasonable measures to ensure that its officers, directors, partners, employees, agents, contractors, subcontractors and volunteers, if any, at all times comply with any and all applicable federal, provincial and municipal laws, ordinances, statutes, rules, regulations and orders. The Recipient shall obtain, at its own expense, all permits from public authorities which may be required in connection with the performance of this Agreement.

ARTICLE 17 REPAYMENT AND SET OFF

- 17.1 **Debt due.** If the Recipient owes any monies, including any Funds, to NOHFC, whether or not their return or repayment has been demanded by NOHFC, such monies shall be deemed to be a debt due and owing to NOHFC by the Recipient, and the Recipient shall pay or return the amount to NOHFC immediately unless NOHFC directs otherwise.
- 17.2 **Interest rate.** NOHFC may charge the Recipient interest on any monies owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.
- 17.3 **Set off.** If the Recipient is indebted to NOHFC under this or any other agreement between them, NOHFC shall have the right to set off the amount of such indebtedness against the amount of Funds owing to the Recipient under this Agreement and to reduce the total amount of Funds payable to the Recipient by such amount.
- 17.4 **Cheque payable to.** The Recipient shall pay any monies owing to NOHFC by cheque payable to the "Northern Ontario Heritage Fund Corporation" and mailed to NOHFC at the address provided in section 18.1.

ARTICLE 18 NOTICE

- 18.1 **Notice in writing and delivered.** Notice shall be in writing and shall be delivered by personal delivery or courier, mailed by registered mail, or sent by fax or email, and shall be addressed to the Parties respectively as follows, or as either Party later designates to the other by Notice.

To NOHFC:

Northern Ontario Heritage Fund
Corporation
70 Foster Drive, Suite 200

To the Recipient:

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

Sault Ste. Marie, Ontario P6A 6V8

Attention: Travis Rob, Manager of
Operations and Facilities

Attention: Executive Director

Fax: N/A

Fax: 705-945-6701

Email: trob@fortfrances.ca

E-mail:

NOHFC.FinancialServicesUnit@ontario.ca

- 18.2 **Notice given.** Any Notice given by personal delivery, registered mail or courier shall be deemed to have been given and received on the day of actual delivery thereof or if such day is not a Business Day, on the first Business Day thereafter. Any Notice given by fax or email on a Business Day before 4:00 p.m. shall be deemed to have been given and received on such Business Day, and otherwise shall be deemed to have been given and received on the first Business Day following sending.
- 18.3 **Postal disruption.** Despite section 18.2, following the occurrence and during the continuation of a postal disruption,
- (a) Notice by registered mail shall not be deemed to be given or received; and
 - (b) the Party giving Notice shall give Notice by email, personal delivery, courier, or fax.

ARTICLE 19 SEVERABILITY OF PROVISIONS

- 19.1 **Invalidity or unenforceability of any provision.** The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision shall be deemed to be severed.

ARTICLE 20 WAIVER

- 20.1 **Waivers in Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the Notice provisions in Article 18. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.

ARTICLE 21 INDEPENDENT PARTIES

- 21.1 **Parties independent.** The Recipient acknowledges that it is not an agent, joint venturer, partner or employee of NOHFC or any Indemnified Party and the Recipient shall not take any actions that could establish or imply such a relationship.

ARTICLE 22 ASSIGNMENT OF AGREEMENT OR FUNDS

- 22.1 **No assignment.** The Recipient shall not assign any part of the Agreement or the Funds without the prior written consent of NOHFC which NOHFC may, in its sole discretion, provide or withhold.

- 22.2 **Enurement.** The Agreement shall enure to the benefit of and be binding upon the Parties and their respective heirs, executors, administrators, successors and permitted assigns.

ARTICLE 23 GOVERNING LAW

- 23.1 **Governing law.** The Agreement and the rights, obligations and relations of the Parties shall be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement shall be conducted in Ontario.

ARTICLE 24 FURTHER ASSURANCES

- 24.1 **Agreement into effect.** The Parties shall do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to its full extent.

ARTICLE 25 SURVIVAL

- 25.1 **Survival.** The provisions in Article 1; section 3.2; section 5.1; section 5.2; sections 5.3(a), (d), (e) and (g); Article 8; Article 9; Article 10; Article 11; sections 14.1, 14.2(e), (f), (g) and (i); Article 15; Article 16; Article 17; Article 18; Article 21; Article 23; Article 24; Article 25; Article 26; Schedule "A", Schedule "B" and Schedule "C" shall continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement.

ARTICLE 26 SCHEDULES

- 26.1 **Schedules.** The Agreement includes the following schedules:

- (a) Schedule A - Project Description;
- (b) Schedule B – Project Budget;
- (c) Schedule C – Project Plan and NOHFC Claim Schedule;
- (d) Schedule D – Request for Funds;
- (e) Schedule E - Reports; and
- (f) Schedule F – Change Request Form.

ARTICLE 27 ENTIRE AGREEMENT AND MODIFICATION OF AGREEMENT

- 27.1 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

- 27.2 **Modification of Agreement.** The Agreement may only be amended by a written agreement duly executed by the Parties. If the Recipient wishes to amend the Agreement, the Recipient will complete the appropriate sections of the Change Request Form as set out in Schedule "F" and submit it to NOHFC. NOHFC is under no obligation to consider Change Request Forms submitted after this date. NOHFC may approve or reject all or part of any such change request in its sole discretion and may require the Recipient to enter into a separate amending agreement. In the event NOHFC signs a Change Request Form, this Agreement will be amended accordingly.

ARTICLE 28 BPSAA

- 28.1 **BPSAA.** For the purposes of clarity, if the Recipient is subject to the BPSAA and in the event that there is a conflict between any of the requirements of the Agreement and the requirements of the BPSAA, the BPSAA shall prevail.

ARTICLE 29 FAILURE TO COMPLY WITH OTHER AGREEMENTS

- 29.1 **Other Agreements.** If the Recipient:
- (a) has failed to comply (a "**Failure**") with any term, condition or obligation under any other agreement with NOHFC;
 - (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
 - (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
 - (d) such Failure is continuing,

NOHFC may suspend the payment of Funds for such period as NOHFC determines appropriate.

ARTICLE 30 SIGNATURE

- 30.1 **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- 30.2 **Execution by Electronic Means.** This Agreement may be executed by electronic signature and delivered by facsimile or e-mail transmission, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The words "execution," "signed," "signature," and similar words in this Agreement shall be deemed to include electronic signatures or the keeping of records in electronic form, each of which shall be of the same legal effect, validity and enforceability as a manually executed signature.

**ARTICLE 31
TIME IS OF THE ESSENCE**

- 31.1 **Time is of the essence.** Time is of the essence in the performance of obligations under the Agreement.

[Signature page follows]

The Parties have executed the Agreement on the dates set out below.

**NORTHERN ONTARIO HERITAGE FUND
CORPORATION**

John Guerard
Executive Director (A)

Date

CORPORATION OF THE TOWN OF FORT FRANCES

Name:
Position:

Date

Name:
Position:

Date

I/We have authority to bind the Recipient.

SCHEDULE “A”**PROJECT DESCRIPTION****1. Project summary**

The Recipient will cause the renovation of its municipal airport infrastructure, including:

- Replacement of the terminal roof;
- Replacement of 2 fuel oil furnaces with propane furnaces;
- Replacement of runway end indication lighting foundations;
- Replacement of terminal flooring; and
- Addition of a paved apron access with automatic gate for access by land ambulances to aircraft for medivac services.

2. Project purpose

The renovations will allow the Recipient's airport to maintain or improve its services, including Medivac, and operate with increased capacity and efficiency.

3. Project location

Fort Frances, ON

SCHEDULE “B”
PROJECT BUDGET

1. Project Costs Chart

<i>Project cost category</i>	<i>Eligible Project Costs</i>	<i>Ineligible Project Costs</i>	<i>Total cost</i>
Construction / Renovation	\$198,000	\$0	\$198,000
TOTAL	\$198,000	\$0	\$198,000

2. Project Funding Chart

<i>Funding sources</i>	<i>Financing type</i>	<i>Project cost category</i>	<i>Eligible Project Costs</i>	<i>Ineligible Project Costs</i>	<i>Total funding</i>
NOHFC	Conditional contribution	Eligible Project Costs	\$148,500	\$0	\$148,500
Recipient	Own Resources	All Costs	\$49,500	\$0	\$49,500
TOTAL			\$198,000	\$0	\$198,000
NOHFC % of total Eligible Project Costs			75%		

SCHEDULE “C”**PROJECT PLAN AND NOHFC CLAIM SCHEDULE**

(To be completed by the Recipient)

1. Project Plan

Project milestones	Timing	
	Start (month/ year)	End (month/ year)

2. NOHFC Claim Schedule

	Funding Year 1 (ending Mar 31/20__)				Funding Year 2 (ending Mar 31/20__)				
	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Total
Eligible Project Costs									
NOHFC claim									

3. Project completion date: _____

SCHEDULE "D"**REQUEST FOR FUNDS FORM****Claim Number:****1. Project Progress**

Project milestones	% Complete	Comments
TOTAL		

2. Is this the Recipient's final request for Funds for the Project?☐

No

☐

Yes

3. Request for Funds (Current Claim)

NOHFC Funds are disbursed on a reimbursement basis. To initiate reimbursement of Eligible Project Costs by NOHFC, the Recipient shall complete the request for Funds form and submit it to NOHFC along with the following:

- (a) a copy of all invoices, or such other evidence satisfactory to NOHFC or its agents, in their sole discretion, of costs incurred itemized in the *Detailed Listing of Transactions* table in section 5 of this form relating to all Eligible Project Costs claimed in this request for Funds; and
- (b) evidence of payment itemized in the *Detailed Listing of Transactions* table in section 5 of this form relating to all Eligible Project Costs claimed in this request for Funds (cancelled cheques and/or other such evidence satisfactory to NOHFC or its agents, in their sole discretion).

(Request for Funds Form continued on following pages. Please fill out all pages.)

SCHEDULE "D" (CONT'D)**REQUEST FOR FUNDS FORM****4. Eligible Project Costs - Claim status**

Please complete this table below in conjunction with the tables in section 5 of this form.
Only the subtotals from the tables completed in section 5 should be identified in the "Total Eligible Project Costs this request" column of the table below.

Eligible Project Cost category	Total Eligible Project Cost amount	Total Eligible Project Costs of all claims submitted to date (not including this request)	Eligible Project Costs this request	Balance of Eligible Project Costs remaining (after this request)	Table no. if applicable (from section 5 of this form)
Construction / Renovation	\$198,000				
TOTAL	\$198,000				
NOHFC Funds (75%)					

Total Eligible Project Costs this request: \$ _____ (A)

NOHFC % of Eligible Project Costs 75% (B)

Current Payment Request: \$ _____ (C)
(A x B)

(Request for Funds Form continued on following pages. Please fill out all pages.)

SCHEDULE “D” (CONT’D)**REQUEST FOR FUNDS FORM****5. Detailed Listing of Transactions for each Eligible Project Cost category**

Please complete one table for each of the Eligible Project Cost categories (in section 4 of this form) for which a claim is currently being made.

Table 1: <Eligible Project Cost category: _____>

Item no.	Date of Invoice	Name of Supplier	Description of Item or Service Purchased	Invoice Number	Amount (net of all rebate(s), credit(s), or refund(s), where applicable)	Payment Reference (Cheque No.)
1						
2						
3						
				Subtotal		

Table 2: <Eligible Project Cost category: _____>

Item no.	Date of Invoice	Name of Supplier	Description of Item or Service Purchased	Invoice Number	Amount (net of all rebate(s), credit(s), or refund(s), where applicable)	Payment Reference (Cheque No.)
1						
2						
3						
				Subtotal		

(Request for Funds Form continued on following pages. Please fill out all pages.)

SCHEDULE “D” (CONT'D)
REQUEST FOR FUNDS FORM

6. Certification

Must be completed for all requests for Funds.

On behalf of the Recipient, I certify that:

1. the costs for which reimbursement is requested in line (A) above have been incurred and actually paid for by the Recipient;
2. the costs being claimed in this form are all Eligible Project Costs only (as that term is defined in the Agreement);
3. if the costs being claimed in this form are for supplies, equipment or services, the Recipient has acquired such supplies, equipment or services through a process that promotes the best value for money;
4. the representations and warranties set forth in the Agreement are true and correct in all material respects on the date set out below;
5. no Event of Default has occurred as of the date set out below; and
6. all of the Recipient's obligations to date, as set out in the Agreement, have been satisfied.

Signature: _____

Date: _____

Name of signatory: _____

Title: _____

I have authority to bind the Recipient.

SCHEDULE “E”**REPORTS****REPORTS SCHEDULE**

Name of Report	Due Date(s)	Format and content requirements
1. Annual Report	Each anniversary of Effective Date	Form of Annual Report in Schedule “E”
2. Final Report	Attached to final Request for Funds completed and submitted to NOHFC	Form of Final Report in Schedule “E”

SCHEDULE "E" (CONT'D)**REPORTS****FORM OF ANNUAL REPORT**

1. **Progress of Project:** Have the milestones/activities for this time period been completed? If so, please provide a detailed explanation of what they are and how they have been completed. If not, please provide a detailed explanation why, how this affects the Project in the future and how the Project will be brought back into compliance with the Project Plan.

2. **Financial information:** Have expenditures been in accordance with the Project Budget, the Project Plan and the NOHFC Claim Schedule? If so, please set out what the expected Eligible and Ineligible Project Costs for this time period were compare them with the actual Eligible and Ineligible Project Costs in a financial summary. If not, please provide the information requested above together with an explanation of why the expenditures do not match the expected Eligible and Ineligible Project Costs and how this may affect the Project in the future.

3. **Other performance measures:** Have the objectives of the Project been achieved to date? Please describe the economic activity that has resulted in a benefit to Northern Ontario to date (number of jobs created / sustained and Project contributor funding contributions).

Signature: _____

Date: _____

Name of signatory: _____

Title: _____

I have authority to bind the Recipient.

SCHEDULE “E” (CONT'D)**REPORTS****FORM OF FINAL REPORT**

1. **Project Completion:** Have the milestones/activities as set out in this Agreement been completed? If so, please provide a detailed explanation of what they are and how they have been completed. If not, please provide a detailed explanation why and how this affected the overall Project.

2. **Financial information:** Have expenditures been in accordance with the Project Budget, the Project Plan and the NOHFC Claim Schedule? If so, please set out what the expected Eligible and Ineligible Project Costs were and compare them with the total actual Eligible and Ineligible Project Costs in a financial summary. If not, please provide the information requested above together with an explanation of why the expenditures did not match the expected Eligible and Ineligible Project Costs and how this affected the Project.

3. **Other performance measures:** Have the objectives of the Project as set out in this Agreement been achieved? Please describe the economic activity that has resulted in a benefit to Northern Ontario (actual number of jobs created / sustained and final Project contributor funding contributions). If the Project objectives were not achieved, please explain.

Signature: _____

Date: _____

Name of signatory: _____

Title: _____

I have authority to bind the Recipient.

SCHEDULE "F"**CHANGE REQUEST FORM****Please complete all appropriate sections (to be completed by Recipient)**

1. ☐ **Amendment to NOHFC Claim Schedule**
 (For a requested amendment of \$100,000 or more in any Quarter)

Indicate previous NOHFC Claim Schedule and the requested amended NOHFC Claim Schedule.
 Insert additional years, if required and provide the reasons for the requested amendment in the box below.

	Funding Year 1 (ending Mar 31/20)				
	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Total
Previous					
New					

	Funding Year 2 (ending Mar 31/20)				
	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Total
Previous					
New					

Reasons for requested amendment to NOHFC Claim Schedule:

2. ☐ **Changes in Project Plan**
 (Complete where the Project milestones or their timing change)

Indicate previous Project milestones and timing, the requested amended milestones and/or timing and reasons for the requested amendment in the box below.

Project milestones		Timing			
		Start (month/ year)		End (month/ year)	
Previous	New	Previous	New	Previous	New

(Change Request Form continued on following page – please fill out all pages)

SCHEDULE "F" (CONT'D)**CHANGE REQUEST FORM**

Reasons for requested amendment to the Project Plan:

3. ☐ Amendment to Project completion date

(Complete where an amendment to the Project completion date is requested.)

Indicate the previous Project completion date, the requested Project completion date and provide reasons for the requested amendment in the box below.

Current Project completion date: _____

Requested Project completion date: _____

Reasons for requested amendment to the Project completion date:

4. ☐ Transfer of costs between Project Cost Categories

Indicate the requested transfer of amounts between cost categories set out in the Project Costs Chart (or in most recent Change Request Form agreed to by NOHFC) and provide reasons for the requested amendment in the box below.

Project Cost Category	Total Project Costs	
	PREV.	NEW
TOTAL		

Reasons for requested transfer of amounts between Project cost categories:

(Change Request Form continued on following page – please fill out all pages)

SCHEDULE "F" (CONT'D)**CHANGE REQUEST FORM****5. ☐ Other amendments to the Agreement**

Indicate other amendment(s) being requested and the reasons for the requested amendment(s):

6. Acknowledgement

The Recipient hereby requests the aforementioned amendment(s) to the Agreement and certifies that the information provided to support the request is accurate. The Agreement is accordingly amended upon execution of this form by NOHFC. All other terms and conditions of the Agreement remain in full force and effect.

CORPORATION OF THE TOWN OF FORT FRANCES

Date: _____

Print Name:

Position:

I have authority to bind the Recipient.

NORTHERN ONTARIO HERITAGE FUND CORPORATION

Date: _____

Name:

Position:

November 15, 2021

Report To: Mayor & Council

From: Travis Rob, P.Eng., Manager of Operations & Facilities

SUBJECT: October 2021 Drinking Water Systems Monthly Summary Report

Please find attached the October 2021 Summary Report on the drinking water systems, prepared by Greg Wiedenhoeft, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the October 2021 report as presented.

Respectfully submitted,
Operations & Facilities Division

Travis Rob, P.Eng.
Manager of Operations & Facilities

Council approval of this report will accept the October 2021 report prior to it being made available to the general public.
--

c.c. – Craig Miller, P.Eng., Environmental Superintendent
Greg Wiedenhoeft, ORO, Senior WTP Operator

October 2021

**Monthly Summary Report
Water Systems**

**Prepared by: Greg Wiedenhoeft, ORO
Senior Water Treatment Plant Operator**

Dated: November 01, 2021

1) Introduction:

This report contains the major maintenance activities and operational events that occurred during the month of October 2021 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained monthly. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act. The water treatment plant falls under the requirements of Ontario Regulation 170/03 – Drinking Water Systems.

The Airport Small Drinking Water System, System No. 849N7DGE0, was put into service August 01, 2017. The system falls under the requirements of Ontario Regulation 319/08 – Small Drinking Water Systems.

2) Flow Data:

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well:

Estimated Daily Usage 0.198 m³

Estimated Monthly Usage 6.1 m³

3) Microbiological (Health Related) Water Analysis - Main Water System No. 220000978:

Water Treatment Plant (treated): 4 samples taken no adverse results

Water Treatment Plant (raw): 4 samples taken no adverse results

Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count (HPC) - no adverse results.

We take microbiological samples on a weekly basis, which includes 1 raw sample, 1 treated sample and 4 distribution samples. The 4 distribution samples are taken at different locations throughout the distribution system.

Water distribution samples taken at the following locations:

1. 218 Third St. E.	2. 900 Wright Ave.	3. 401 King's Hwy.	4. W. Tower
5. 943 Third St. E.	6. 835 McKenzie Ave.	7. 900 Wright Ave.	8. W. Tower
9. 715 Col. Rd. E.	10. 943 Third St. E.	11. 740 Sixth St. W.	12. W. Tower
13. 218 Third St. E.	14. 900 Wright Ave.	15. 401 King's Hwy.	16. W. Tower

4) Microbiological (Health Related) Water Analysis - Airport Groundwater Well No. 849N7DGE0:

New drinking water system put online August 01, 2017. No treatment required as the Airport groundwater tested negative for bacteria.

The Airport drinking water system is to be sampled and tested for bacteria once every three (3) months in accordance with Section 25 – Microbiological Sampling and Testing of the Small Drinking Water Systems Regulation, O. Reg. 319/08.

Water distribution sample taken September 21, 2021 – no adverse results.

5) Free Available Chlorine Residual (FAC) - Main Water System No. 220000978:

FAC residuals are taken at a minimum daily at both the Water Treatment Plant and within the Water Distribution System.

6) Free Available Chlorine Residual (FAC) - Airport Groundwater Well System No. 849N7DGE0:

New drinking water system put online August 01, 2017. No treatment required as the Airport groundwater well tested negative for bacteria.

7) Maintenance Activities at the WTP:

Oct 01st – Calibrated the distribution chlorine analyzer.
 - Cleaned top and bottom tanks on the poly unit.
 - Cleaned all 4 check valves on the poly unit.

Oct 04th - Calibrated the distribution chlorine analyzer.
 - Changed out Cl2 tonner.

Oct 05th – Received 4 Cl2 tonners.
 - Sent 4 Cl2 tonners back.

Oct 06th – Calibrated distribution chlorine analyzer.

Oct 07th - Cleaned top and bottom tanks on the poly unit.
 - Cleaned all 4 check valves on the poly unit.
 - Cleaned launders in Clarifier #1
 - Calibrated the distribution chlorine analyzer.

Oct 09th - Calibrated the distribution chlorine analyzer.

Oct 10th – Changed out Soda ash transfer pump with refurbished pump.

Oct 12th – Cannect Electric started to replace overload switch in MCC for the backwash pump.

Oct 14th - Cannect Electric finished replacing overload switch in MCC for the backwash pump.

- Cleaned top and bottom tanks on the poly unit.
- Cleaned all 4 check valves on the poly unit.
- Calibrated the distribution chlorine analyzer.

Oct 27th -WayJax here doing annual load test on stand-by generator.

- Ran generator for 1 hour.

Oct. 21st – Adjusted effluent valve on filter # 3.

- Cleaned top and bottom tanks on the poly unit.
- Cleaned all 4 check valves on the poly unit.

Oct 22nd - Received 15 barrels of fluoride.

Oct 26th – Changed Soda Ash dust collector filters.

Oct 27th – Flushed and cleaned filter # 4 Turbidimeter lines.

- Took grab samples off filters.
- Flushed and cleaned fluoride analyzer line.
- Calibrated the fluoride analyzer.

Oct 28th – Calibrated fluoride analyzer.

- Cleaned top and bottom tanks on the poly unit.
- Cleaned all 4 check valves on the poly unit.

8) **Water Complaints:**

- Poor Pressure – 0 complaints.
- Water quality – 1 complaint.
- Mill (Portage Ave. Stores) **Colour and smell of water** – Water at Portage stores had a slight yellowish colour. The issue was due to a dead ended water main. River's Edge requested the water main be shut down so they could demolish one of the buildings in that area. Advised them to run the cold water and keep it running until the main was opened.

9) Other Miscellaneous Information

Oct 04th - Routine micro sample collection.

Oct 05th – Took micro samples on Wright Ave. Tie-in, 1st set.

Oct 06th – Took micro samples on Wright Ave. Tie-in, 2nd set.
- Took distribution Alkalinity and pH samples.

Oct 07th – Took micro samples on Keating Ave. lined main, 1st set.

Oct 12th - Routine micro sample collection.
- Took micro samples on Keating Ave. lined main, 2nd set.

Oct 18th - Routine micro sample collection.
- Took micro samples on Keating Ave. Tie-in, 1st set.

Oct 20th – Took T.S.S. and Total Cl₂ samples off Filter # 1.
- Took Landfill samples.

Oct 19th - Took micro samples on Keating Ave. Tie-in, 2nd set.

Oct 25th - Routine micro sample collection.

10) In order to acknowledge that all levels of responsibility within the Corporation of the Town of Fort Frances have received and reviewed this monthly report, it is necessary to sign-off in the appropriate location below:

- Greg Wiedenhoeft, Overall Responsible Operator: Greg Wiedenhoeft
- Craig Miller, P.Eng. Environmental Superintendent: Craig Miller
- Travis Rob, P.Eng. Manager of Operations & Facilities: Travis Rob
- Faisal Anwar, CAO: _____
- Rick Wiedenhoeft, Chair O & F Exec Committee: _____
- June Caul, Mayor: _____
- John McTaggart, Councillor: _____
- Mike Behan, Councillor: _____
- Wendy Brunetta, Councillor: _____
- Doug Judson, Councillor: _____
- Andrew Hallikas, Councillor: _____

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact Craig Miller or Greg Wiedenhoeft at 807-274-2325.

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
Oct-21

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	Average
		or Range																																	
Flow rates																																			
Raw Water	1000 m³	17	5.73	5.48	5.36	5.70	5.34	5.60	5.29	5.18	5.07	5.15	5.23	5.56	5.19	5.20	5.18	5.13	5.22	5.16	5.16	5.18	5.18	5.18	5.07	5.22	5.23	4.95	5.17	5.19	5.15	5.04	5.21	162.70	5.25
Peak Instantaneous - Raw Water	l/s	n/a	65.39	65.43	65.42	65.74	65.57	65.49	65.49	65.58	60.71	60.64	60.76	60.69	61.06	60.74	60.79	60.75	60.57	60.51	60.66	60.48	60.54	60.55	60.49	60.51	60.41	60.41	60.42	60.53	60.66	60.51	60.42		61.87
Treated Water	1000 m³	17	3.40	3.32	3.00	3.17	3.37	3.31	3.49	3.39	3.16	3.52	2.75	3.81	3.03	3.37	2.86	3.32	3.08	3.14	3.11	3.38	3.05	3.22	2.74	3.08	3.45	3.21	3.41	2.90	3.11	2.95	2.82	98.92	3.19
Peak Instantaneous - Treated Water	l/s	n/a	63.00	62.71	62.54	63.09	63.78	63.01	65.11	64.57	63.68	63.87	62.71	63.68	62.82	62.81	63.26	62.71	65.90	62.24	62.70	64.18	64.46	62.91	62.76	61.85	62.59	63.43	63.26	73.02	62.78	61.83	62.14		63.53
BackWash Water	1000 m³	n/a	0.25	0.00	0.00	0.24	0.68	0.00	0.26	0.52	0.26	0.25	0.29	0.27	0.25	0.00	0.54	0.25	0.28	0.27	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.261	0.252	8.053	0.260
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.57	0.61	0.61	0.52	0.61	0.51	0.60	0.60	0.59	0.59	0.59	0.52	0.57	0.57	0.59	0.58	0.58	0.59	0.58	0.57	0.57	0.57	0.56	0.56	0.63	0.62	0.60	0.55	0.56	0.55	0.55		0.58
Turbidity Information																																			
Raw Water	NTU	n/a	1.45	1.51	1.56	1.16	1.05	1.25	1.12	1.27	1.19	1.14	1.07	1.28	1.35	1.65	1.60	1.38	1.41	1.53	1.38	1.70	1.73	1.68	1.65	1.73	1.56	1.86	1.63	1.70	1.84	1.67	1.77		1.48
Settled Water	NTU	n/a	0.10	0.09	0.10	0.12	0.11	0.07	0.09	0.11	0.11	0.11	0.11	0.07	0.09	0.10	0.08	0.06	0.09	0.07	0.09	0.10	0.05	0.05	0.05	0.05	0.11	0.14	0.10	0.11	0.11	0.09	0.12		0.09
Treated Water	NTU	1	0.08	0.07	0.07	0.09	0.08	0.06	0.07	0.08	0.08	0.09	0.10	0.10	0.08	0.09	0.05	0.06	0.06	0.06	0.05	0.03	0.03	0.04	0.03	0.03	0.06	0.01	0.07	0.10	0.01	0.01	0.05		0.06
Other Operating Parameters																																			
pH - Treated Water	no units	6.5 to 8.5	7.36	7.30	7.28	7.27	7.34	7.25	7.27	7.38	7.33	7.29	7.15	7.20	7.25	7.24	7.27	7.29	7.26	7.27	7.26	7.26	7.27	7.24	7.23	7.26	7.25	7.35	7.45	7.33	7.29	7.25	7.22		7.28
pH - Settled water	no units	n/a	6.33	6.29	6.31	6.24	6.25	6.26	6.23	6.35	6.46	6.48	6.50	6.36	6.41	6.37	6.38	6.41	6.37	6.38	6.32	6.46	6.36	6.42	6.40	6.41	6.39	6.40	6.45	6.25	6.39	6.43	6.41		6.37
pH - Raw Water	no units	n/a	7.11	7.06	7.03	7.18	7.15	7.18	7.08	6.93	7.00	7.02	7.06	7.12	7.20	7.14	7.16	7.16	7.15	7.11	7.06	6.99	7.06	6.94	6.93	6.92	7.02	7.20	7.07	7.09	7.10	7.01	7.09		7.07
FAC - Treated Water	mg/l	0.2 to 4	2.30	2.22	2.10	2.07	2.01	2.22	2.10	2.03	1.97	2.05	1.92	2.04	2.07	2.12	2.15	2.21	2.18	2.25	2.28	2.25	2.21	2.31	2.12	2.22	2.20	2.37	2.49	2.37	2.33	2.37	2.38		2.19
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.56	2.46	2.44	2.45	2.34	2.52	2.36	2.34	2.32	2.38	2.17	2.41	2.33	2.45	2.37	2.40	2.41	2.35	2.56	2.66	2.63	2.58	2.46	2.58	2.44	2.55	2.75	2.72	2.70	2.72	2.69		2.49
Temperature	°C	15	18.0	17.0	17.0	18.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	16.0	16.0	16.0	15.0	15.0	15.0	15.0	14.0	13.0	13.0	12.0	12.0	12.0	11.0	11.0	11.0	11.0	11.0		14.7	
Fluoride used (Total Daily Consumption)	kg	n/a	17.0	16.0	17.0	16.0	16.0	15.0	15.0	16.0	16.0	17.0	17.0	18.0	17.0	17.0	16.0	17.0	16.0	17.0	16.0	16.0	17.0	16.0	16.0	16.0	17.0	16.0	15.0	15.0	16.0	14.0	16.0	502.00	16.2
Chlorine used (Total Daily Consumption)	kg	n/a	26.0	24.0	24.0	25.0	20.0	24.0	22.0	22.0	21.0	22.0	22.0	24.0	22.0	21.0	22.0	22.0	22.0	21.0	22.0	22.0	22.0	22.0	20.0	22.0	22.0	20.0	22.0	22.0	21.0	21.0	22.0	686.00	22.1
Soda Ash (Total Daily Consumption)	kg	n/a	212.0	202.8	198.3	210.9	197.6	207.2	195.7	191.7	187.6	190.6	193.5	205.7	192.0	192.4	191.7	189.8	193.1	190.9	190.9	191.7	191.7	191.7	187.6	193.1	193.5	183.2	191.3	192.0	190.6	186.5	192.8	6019.90	194.2
Soda Ash - Dosage	mg/l	n/a	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37		37.0
Alum residual - (Total Daily Consumption)	kg	n/a	217.7	208.2	203.7	216.6	202.9	212.8	201.0	196.8	192.7	195.7	198.7	211.3	197.2	197.6	196.8	194.9	198.4	196.1	196.1	196.8	196.8	196.8	192.7	198.4	198.7	188.1	196.5	197.2	195.7	191.5	198.0	6182.60	199.4
Alum residual - Dosage	mg/l	n/a	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0		38.0
Alum residual - Treated Water	mg/l	0.1	0.03	0.03	0.03	0.05	0.05	0.04	0.04	0.06	0.05	0.05	0.03	0.04	0.03	0.04	0.04	0.04	0.05	0.04	0.04	0.04	0.04	0.04	0.03	0.03	0.01	0.05	0.04	0.03	0.05	0.04	0.07		0.04
Poly bags added (25 kg bags)	kg	n/a			0.5					0.5						0.5				0.5				0.5						0.5					75.0

* MAC - maximum acceptable range

Minimum	Maximum
4.95	5.73
60.41	65.74
2.74	3.81
61.83	73.02

Flow Data	October	Units	2019	2020	2021
Total Raw Water	m ³		153300	159370	162700
Raw Maximum Day	m ³		5220	5580	5730
Raw Minimum Day	m ³		4540	4830	4950
Raw Average Daily Consumption	m ³		4950	5140	5250
Total Treated Water	m ³		97640	102590	96920
Treated Water Maximum Day Consumption	m ³		3650	3910	3810
Treated Water Minimum Day Consumption	m ³		2800	2870	2740
Treated Water Average Day Consumption	m ³		3150	3310	3190
Daily Average Per Household Consumption Rate	m ³		0.833	0.875	0.843
* Daily Average Per Person Consumption Rate	m ³		0.394	0.414	0.399
Monthly Averages - Operating Parameters WTP:					
FAC Residual - Treated Water	mg/L		2.29	2.45	2.19
Total Chlorine Residual - Treated Water	mg/L		2.58	2.71	2.49
Aluminum Sulphate - Raw Water	mg/L		35.0	34.0	38.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.04	0.03	0.04
Fluoride - Treated Water	mg/L		0.74	0.56	0.58
Soda Ash - Raw Water	mg/L		35.0	37.0	37.0
pH - Adjusted	mg/L		7.47	7.49	7.28
Temperature	°C		11.0	10.0	14.7
Quantity of Chemical Used:					
Aluminum Sulphate	kg		5365.5	5418.6	6182.6
Polyelectrolyte	kg		64.5	62.5	75.0
Chlorine Gas	kg		712	729	686
Soda Ash - Used for pH Adjustment	kg		5365.5	5896.7	6019.9
Fluoride	kg		696	722	502

- * The Canadian Average is 450 litres (0.45 m³) per day.
- * Population is 7986
- * Number of Households is 3783

Signature: Greg Wiedenhoeft
Greg Wiedenhoeft (Nov 10, 2021 14:50 CST)

Email: gwiedenhoeft@fortfrances.ca

Signature: 

Email: trob@fortfrances.ca

Signature: 

Email: cmiller@fortfrances.ca












WTP October 2021 Report Complete

Final Audit Report

2021-11-12

Created:	2021-11-10
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5sqiyQmLPwEQwd-IATGLGR7xTPVWEqXu

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November 3, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: 2022 Operations and Facilities Division User Fees & Charges

Please find attached spreadsheets outlining the proposed 2022 user fees and charges for the Operations & Facilities Division. The 2021 rates were increased by 4% across the board with a few exceptions.

The exceptions are as follows and are shown highlighted in “orange” on the spreadsheets;

1. No change to the environmental fee from \$5.00 set in 2017 or the price of bag tags for 2022
2. Landfill minimum charge for the landfill remains the same as 2021 at \$18.00
3. No change in the landing fees for Medivac flights to \$275.00 plus HST in accordance with other area airports.
4. The minimum charge for providing services to unplug a blockage in a sanitary sewer service line were rounded to the fifty cents.
5. The camping fees at the Point Park were rounded up to the nearest 25 cents including all applicable taxes;
6. All fees are rounded to the nearest \$0.05

The Cemetery Price list will be reviewed and approved at the same time as reviewing all of the other user fees and charges for the Operations & Facilities Division. The 2022 Cemetery Price List doesn't have to be approved by the Ministry of Consumer Services.

The forecasted increase in revenue is as follows for the Operations & Facilities Division;

Rate Increase	4% & adjustments
Public Works	\$ 3,044.95
Waste Management System	\$ 17,964.00
Parks	\$ 1,188.01
Cemetery Charges	\$ 6666.99
Airport	\$ 6513.23
Total	\$ 35,377.18

Water and Sewer fees will be reviewed before the end of 2021 and will be set prior to the first billing cycle in 2022.

The Operations & Facilities Executive Committee recommends the following:

- 1) That Council endorses the 2022 proposed user fees and charges for the Operations & Facilities Division in principle with an increase of 4% with a few exceptions where the rate increase is other than 4% as outlined on the attached spreadsheets and that a by-law be prepared prior to January 1st, 2022.
- 2) That Council endorses the proposed Cemetery Price List as outlined on the attached spreadsheet in principle with an increase of 4% and that it will go into effect on January 1st, 2022.

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that

- 1) That Council endorses the 2022 proposed user fees and charges for the Operations & Facilities Division in principle with an increase of 4% with a few exceptions where the rate increase is other than 4% as outlined on the attached spreadsheets and that a by-law be prepared prior to January 1st, 2022.**
- 2) That Council endorses the proposed Cemetery Price List as outlined on the attached spreadsheet in principle with an increase of 4% and that it will go into effect on January 1st, 2022.**

2021Nov3 2022 O&F User Fees and Charges

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges							
PUBLIC WORKS - Updated on October 26, 2021 - effective January 1st, 2022							
Description	Units	# of Units	2019	2020	2021	2022	Increase Revenue
			2018 + 2.6%	2019 + 1.7%	2020 + 0.6%	2021+4%	2021+4%
Private Work							
Labour							
Labour billed on hourly rate - regular hours	Hours	140	\$44.35	\$45.10	\$45.35	\$47.15	\$252.00
Overtime Labour Rate			\$66.55	\$67.70	\$68.10	\$70.80	
Double Time Labour Rate (Statutory Holidays)			\$88.70	\$90.20	\$90.75	\$94.40	
Non-Residential Labour Rate			listed rate+ 25%	listed rate+ 25%	listed rate+ 25%	listed rate+ 25%	
Vehicle Rates							
Non-residential equipment & vehicle rates			listed rate+ 25%	listed rate+ 25%	listed rate+ 25%	listed rate+ 25%	
All 1/2 tons, 3/4 tons, crew cabs, compacts & van	Hours	29	\$23.10	\$23.50	\$23.65	\$24.60	\$27.55
V109 - Sand Truck			\$86.20	\$87.65	\$88.20	\$91.75	
V110 - Dump/Plow Truck			\$39.70	\$40.35	\$40.60	\$42.20	
V125 - Sander/Plow Truck			\$96.20	\$97.85	\$98.45	\$102.40	
V122 - Tandem Truck		18	\$86.20	\$87.65	\$88.20	\$91.75	\$63.90
V121 - Tandem Truck		19	\$86.20	\$87.65	\$88.20	\$91.75	\$67.45
Equipment Rates							
E516 & E207 Graders	Hours						
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Machine with wing			\$72.85	\$74.10	\$74.55	\$77.55	
Total per hour per grader			\$117.20	\$119.20	\$119.90	\$124.70	
E206 - Vacuum/Pressure Truck							
a) Labour - 2 men			\$88.75	\$90.25	\$90.70	\$94.30	
b) Truck			\$160.10	\$162.80	\$163.80	\$170.35	
Total per hour		24	\$248.85	\$253.10	\$254.50	\$264.65	\$243.60
E305 - Sidewalk machine c/w any attachment							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment with bucket			\$64.60	\$65.70	\$66.10	\$68.75	
Total per hour		8	\$108.95	\$110.80	\$111.45	\$115.90	\$35.60
E515 - John Deere Backhoe							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment with bucket			\$89.35	\$90.85	\$91.40	\$95.05	
Total per hour		4	\$133.75	\$136.00	\$136.75	\$142.20	\$21.80
E313 - Large Snow Blower & Loader							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment			\$92.60	\$94.15	\$94.70	\$98.50	
Total per hour			\$136.95	\$139.30	\$140.05	\$145.65	
E318 - Cat 930H Loader							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment			\$55.35	\$56.30	\$56.65	\$58.90	
Total per hour		4	\$99.75	\$101.45	\$102.00	\$106.05	\$16.20
E514 - Compact Track Loader							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment with attachments			\$50.65	\$51.50	\$51.80	\$53.85	
Total per hour			\$95.00	\$96.60	\$97.15	\$101.00	
E257 - 2020 John Deere Loader							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment			\$56.10	\$57.05	\$57.40	\$59.70	
Total per hour		4	\$100.50	\$102.20	\$102.75	\$106.85	\$16.40
E321 - Loader/Backhoe							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment			\$47.90	\$48.70	\$49.00	\$50.95	
Total per hour		4	\$92.30	\$93.85	\$94.35	\$98.10	\$15.00
E713 - Low Pressure Steamer							
a) Labour- 2 men			\$88.75	\$90.25	\$90.70	\$94.30	
b) Equipment			\$33.15	\$33.70	\$33.90	\$35.25	
c) Half Ton Truck			\$23.10	\$23.50	\$23.65	\$24.60	
Total per hour		8	\$144.95	\$147.40	\$148.25	\$154.15	\$47.20

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges							
PUBLIC WORKS - Updated on October 26, 2021 - effective January 1st, 2022							
Description	Units	# of Units	2019	2020	2021	2022	Increase Revenue
			2018 + 2.6%	2019 + 1.7%	2020 + 0.6%	2021+4%	2021+4%
E726 - Rigid Drain Cleaning Machine							
a) Labour - 2 Men	Plugged		\$88.75	\$90.25	\$90.70	\$94.30	
b) Equipment	Sewer		\$3.60	\$3.65	\$3.65	\$3.80	
c) Half Ton	Per Hour		\$23.10	\$23.50	\$23.65	\$24.60	
d) Total per hour		67	\$115.45	\$117.40	\$118.00	\$122.70	\$314.90
E817 - Street Sweeper							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment			\$92.25	\$93.80	\$94.35	\$98.10	
Total per hour		40	\$136.60	\$138.90	\$139.70	\$145.25	\$222.00
E830 - DBH Thawing Machine							
a) Labour 2 Men			\$88.75	\$90.25	\$90.70	\$94.30	
b) Equipment			\$59.45	\$60.45	\$60.80	\$63.25	
c) 3/4 Ton			\$23.10	\$23.50	\$23.65	\$24.60	
Total per hour		7	\$171.30	\$174.20	\$175.15	\$182.15	\$49.00
E830 - Pulse De-icer (Thawing) Machine							
a) Labour 2 Men			\$88.75	\$90.25	\$90.70	\$94.30	
b) Equipment			\$16.25	\$16.55	\$16.65	\$17.30	
c) 3/4 Ton			\$23.10	\$23.50	\$23.65	\$24.60	
Total per hour		1	\$128.10	\$130.30	\$131.00	\$136.20	\$5.20
E838 - Air Compressor							
a) Labour			\$44.35	\$45.10	\$45.35	\$47.15	
b) Equipment			\$32.45	\$33.00	\$33.20	\$34.55	
c) 3/4 Ton			\$23.10	\$23.50	\$23.65	\$24.60	
Total per hour			\$99.95	\$101.65	\$102.20	\$106.30	
Private Concrete Crossing or Replacement of Sidewalk for private crossing							
Removal, Supply & installation of concrete driveway	Square Feet	1100	\$19.25	\$19.60	\$19.70	\$20.50	\$880.00
Private Crossing - Culvert	Feet	54	\$174.00	\$176.95	\$178.00	\$185.10	\$383.40
Removal of concrete driveway crossing			\$6.40	\$6.50	\$6.55	\$6.80	
Removal of highback concrete curb & gutter and replace with low back concrete curb & gutter for new driveway crossing installation	Linear Ft	16	\$40.30	\$41.00	\$41.25	\$42.90	\$26.40
Removal of highback concrete curb & gutter and replace with low back concrete curb & gutter for new driveway crossing installation	Linear Ft		\$40.30	\$41.00	\$41.25	\$42.90	
Engineering Services							
Engineering Services Minimum One Hour							
Televising Customer Sewer at their request on regular hours	Per Hour	8	\$198.05	\$201.40	\$202.60	\$210.70	\$64.80
Televising Customer Sewer at their request on overtime hours			\$396.55	\$403.30	\$405.70	\$421.95	
Tracing Customer Water & Sewers at their request on regular hours		7	\$132.05	\$134.30	\$135.10	\$140.50	\$37.80
Tracing Customer Water & Sewers at their request on overtime hours			\$264.05	\$268.55	\$270.15	\$280.95	
Setting Lot Grades only - regular hours	Per Lot Grade	23	\$119.05	\$121.05	\$121.80	\$126.65	\$111.55
Copying Blue Prints	Each		\$14.25	\$14.50	\$14.60	\$15.20	
Scanning Blue Prints (data storage not included)	Each						
New for 2018 - 1 to 15 pages			\$5.15	\$5.25	\$5.30	\$5.50	
New for 2018 - 16 to 30 pages			\$4.10	\$4.15	\$4.15	\$4.30	
New for 2018 - 31 pages or more			\$3.10	\$3.15	\$3.15	\$3.30	
GIS Drawings or Maps- Hardcopy							
size- 8.5" by 11"			\$6.00	\$6.10	\$6.15	\$6.40	
size- 11" by 17"			\$11.95	\$12.15	\$12.20	\$12.70	
size - 24" by 36"			\$29.90	\$30.40	\$30.60	\$31.80	
Digital Aerial Photography - .ecw format only			\$1,196.20	\$1,216.55	\$1,223.85	\$1,272.80	
GIS Shapefiles- per infrastructure layer			\$299.10	\$304.20	\$306.05	\$318.30	
GIS Shapefiles- base map -property lines and addresses			\$299.10	\$304.20	\$306.05	\$318.30	
Landfill Tipping Fees (NO TAXES)							
0-250 kgs		5700	\$18.00	\$18.00	\$18.00	\$18.00	\$0.00
251-500 kgs							
251-1,000 kgs		5988	\$72.80	\$74.05	\$74.50	\$77.50	\$17,964.00

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges							
PUBLIC WORKS - Updated on October 26, 2021 - effective January 1st, 2022							
Description	Units	# of Units	2019	2020	2021	2022	Increase Revenue
			2018 + 2.6%	2019 + 1.7%	2020 + 0.6%	2021+4%	2021+4%
Flate rate period when scales are not in operation.							
Passenger Vehicles- minivans, SUV & Cars			\$18.00	\$18.00	\$18.00	\$18.00	
Single Axle Trailers pulled by truck			\$31.00	\$31.55	\$31.75	\$33.00	
Half-ton Trucks- 3/4 ton & compact			\$21.75	\$22.10	\$22.25	\$23.15	
Single Axle Trucks			\$100.50	\$102.20	\$102.80	\$106.90	
Tandem Trucks and Trailers			\$251.20	\$255.45	\$257.00	\$267.30	
Garbage Trucks, Containerized Hauling Units & Tanker Trucks			\$301.45	\$306.55	\$308.40	\$320.75	
Fees to be used when scales are in operation.							
Minimum Charge			\$18.00	\$18.00	\$18.00	\$18.00	
Rate per Tonne			\$72.80	\$74.05	\$74.50	\$77.50	
Weighing Vehicle Only			\$32.70	\$33.25	\$33.45	\$34.80	
Contaminated Soil Suitable for Cover Material - per tonne			\$4.00	\$4.05	\$4.05	\$4.20	
Car Tires - each			\$8.80	\$8.95	\$9.00	\$9.35	
Truck Tires - up to and including 18 wheelers			\$20.50	\$20.85	\$21.00	\$21.85	
Off Road Tires (anything over 18 wheeler			\$102.60	\$104.35	\$105.00	\$109.20	
Tires by the Tonne			\$512.50	\$521.20	\$524.35	\$545.30	
Refrigeration Unit - containing Refrigerant or no notification sticker affixed to the unit			\$42.70	\$43.45	\$43.70	\$45.45	
Sale of Blue Boxes							
Sale of Composters							
Sale of Bag Tags		12000	\$2.25	\$2.25	\$2.25	\$2.25	\$0.00
Monthly Environmental Fee per water account		3463	\$5.00	\$5.00	\$5.00	\$5.00	\$0.00
Water and Sewer (NO Taxes)							
If sewer and water are in separate trenches	Per Trench		Cost Plus	Cost Plus	Cost Plus	Cost Plus	
If sewer and water are in the same trench			Cost Plus	Cost Plus	Cost Plus	Cost Plus	
Termination of Water and Sewer							
If sewer and water are in separate trenches	Per Trench		Cost Plus	Cost Plus	Cost Plus	Cost Plus	
If sewer and water are in the same trench			Cost Plus	Cost Plus	Cost Plus	Cost Plus	
Termination of Services							
Inspecting the termination prior to backfilling	Inspection	6	\$46.80	\$47.60	\$48.40	\$49.20	\$4.80
Reconnection of Services							
Inspecting the reconnection prior to backfilling			\$46.80	\$47.60	\$48.40	\$49.20	
Regular request to turn water on or off (maintenance)	Per Turn	127	\$46.80	\$47.60	\$48.40	\$49.20	\$101.60
Non-maintenance shut off for delinquent accounts		8	\$132.10	\$134.35	\$136.65	\$138.95	\$18.40
Non-maintenance turn on for delinquent accounts		8	\$132.10	\$134.35	\$136.65	\$138.95	\$18.40
Sale and Installation of Water Meters							
3/4" Water Meter			Cost Plus	Cost Plus	Cost Plus	Cost Plus	
1" Water Meter			Cost Plus	Cost Plus	Cost Plus	Cost Plus	
1 1/2" Water Meter			Cost Plus	Cost Plus	Cost Plus	Cost Plus	
2" Water Meter			Cost Plus	Cost Plus	Cost Plus	Cost Plus	
Testing of Backflow Device			Cost Plus	Cost Plus	Cost Plus	Cost Plus	
Minimum Rate to Unplug Blockage in Sanitary Sewer Line							
During Regular Business Hours			\$26.00	\$26.50	\$26.65	\$27.50	
Overtime Hours			\$39.00	\$39.50	\$39.75	\$41.50	
Statutory Holiday			\$52.00	\$53.00	\$53.30	\$55.50	
Disposal of External Sewage into Town Collection System (per m3)			\$19.40	\$19.75	\$19.85	\$20.65	
Stores- (Applicable Taxes Extra)							
Sale of all items to private sector	Per Item			Cost +35%	Cost +35%	Cost +35%	
				Total	Total		\$21,008.95
				WMS	WMS		\$17,964.00
				Other PW	Other PW		\$3,044.95

Spreadsheet No. 2 - Airport - Updated November 9, 2020
Fees and Service Charges - Effective January 1, 2021

	Unit	# Of Units	2019 Proposed 2018 + 2.6%	2020 Proposed 2019 + 1.7%	2021 Proposed 2020 + 0.6%	2022 Proposed 2021 + 4%	Increase Revenue 2021+4%
Office/square meter- Plus applicable taxes		31.8	\$393.10	\$399.80	\$402.20	\$418.30	\$511.98
Counter/square meter- Plus applicable taxes			\$393.10	\$399.80	\$402.20	\$418.30	
Rental of Heated Garage Bay	day		\$107.65	\$109.50	\$110.15	\$114.55	
Aviation Fuels - Plus applicable taxes							
100LL		25,000	adjusted quarterly	adjusted quarterly	adjusted quarterly	adjusted quarterly	
Jet-A		14,000	adjusted quarterly	adjusted quarterly	adjusted quarterly	adjusted quarterly	
Aviation Oils			Cost + 45	Cost + 45	Cost + 45	Cost + 45	
Aircraft Landing Fees for Domestic Flights - No applicable taxes							
Piston Aircraft		500	\$14.25	\$14.50	\$14.60	\$15.20	\$300.00
Medivac & All Government Aircrafts		500	\$221.70	\$225.45	\$275.00	\$275.00	\$0.00
Turbine Aircraft Minimum Fee		200	\$14.25	\$14.50	\$14.60	\$15.20	\$120.00
<21,000 kgs. - Gross Weight X		1200	\$4.15	\$4.20	\$4.25	\$4.40	\$180.00
21,000 - 45,000 kgs. - Gross Weight X			\$4.15	\$4.20	\$4.25	\$4.40	
Aircraft Landing Fees for International Flights - No applicable taxes							
Piston Aircraft		127	\$36.20	\$36.80	\$37.00	\$38.50	\$190.50
Turbine Aircraft Minimum Fee		262	\$36.20	\$36.80	\$37.00	\$38.50	\$393.00
<21,000 kgs. - Gross Weight X			\$8.85	\$9.00	\$9.05	\$9.40	
21,000 - 45,000 kgs. - Gross Weight X			\$8.85	\$9.00	\$9.05	\$9.40	
Aircraft Parking Fees							
<4,999 kgs/day	Days	170	\$12.05	\$12.25	\$12.30	\$12.80	\$85.00
<4,999 kgs/month			\$91.55	\$93.10	\$93.65	\$97.40	
5 - 9,999 kgs/day			\$19.15	\$19.50	\$19.60	\$20.40	
5 - 9,999 kgs/month			\$369.65	\$375.95	\$378.20	\$393.35	
10,000-29000 kgs/day			\$34.30	\$34.90	\$35.10	\$36.50	
10,000-29000 kgs/month			\$686.55	\$698.20	\$702.40	\$730.50	
Plug-ins	Day/Heater		\$6.60	\$6.70	\$6.75	\$7.00	
Ground Power Starts							
Ground Power Starts Bearskin	Starts	1100	\$47.60	\$48.40	\$48.70	\$50.65	\$2,145.00
Ground Power Starts other Aircrafts	Start		\$59.40	\$60.40	\$60.75	\$63.20	
Aircraft De-icing							
Bearskin Airlines	Aircraft		\$46.20	\$47.00	\$47.30	\$49.20	
Other Aircraft *Plus Cost of Fluid	Aircraft		\$66.00	\$67.10	\$67.50	\$70.20	
General Terminal Fees							
0 - 9 seats			\$18.45	\$18.75	\$18.85	\$19.60	
10 - 15 seats	Flights	0	\$21.15	\$21.50	\$21.65	\$22.50	
16 - 25 seats	Flights	1050	\$33.00	\$33.55	\$33.75	\$35.10	\$1,417.50

Passenger Facility Charge - Plus applicable taxes

Per Person Embarking

Airport Improvement Fee - levied to outbound charters per passenger embarking
Commercial Charter Ramp Fee Per Aircraft

Call-outs- plus applicable taxes

Overtime labour Rate
Double time labour rate
Loader plus labour
Snow Blower or Sweeper attachment plus labour
Sander/Plow truck plus labour
Winter Control Sand

Aviation Charts- plus applicable taxes

Car Parking Fees/day- plus applicable taxes

Yearly Parking Stall
Daily Parking
Monthly parking stall

Land Lease Rates - Unserved- plus applicable taxes

Private - per square meter- plus applicable taxes
Commercial - per square meter

Advertising Signs- plus applicable taxes

Small signs per year
Large signs per year
Commercial Character Ramp Fee per Aircraft

total net increase

Passengers	1700	\$11.50	\$11.70	\$11.75	\$12.20	\$765.00
	640	\$11.50	\$11.70	\$11.75	\$12.20	\$288.00
		\$14.70	\$14.95	\$15.05	\$15.65	
		\$166.30	\$169.15	\$170.15	\$176.95	
		\$66.55	\$67.70	\$68.10	\$70.80	
		\$88.70	\$90.20	\$90.75	\$94.40	
		\$100.45	\$102.15	\$102.75	\$106.85	
		\$37.25	\$37.90	\$38.15	\$39.70	
		\$96.25	\$97.90	\$98.50	\$102.45	
cu. yd		\$26.90	\$27.35	\$27.50	\$28.60	
		Cost + 40	Cost + 40	Cost + 40	Cost + 40	
Year		\$1,207.25	\$1,227.75	\$1,235.10	\$1,284.50	
Days	335	\$8.25	\$8.40	\$8.45	\$8.80	\$117.25
		\$109.75	\$111.60	\$112.25	\$116.75	
		\$1.85	\$1.90	\$1.90	\$2.00	
		\$2.80	\$2.85	\$2.85	\$2.95	
		\$116.50	\$118.50	\$119.20	\$123.95	
		\$129.45	\$131.65	\$132.45	\$137.75	
		\$14.70	\$14.95	\$15.05	\$15.65	

\$6,513.23

Fees and Services Charges - all applicable taxes included unless otherwise expressed

Spreadsheet No. 3 - Updated October 26, 2021 - Parks & Cemeteries 2022 Proposed Fees - Effective January 1st, 2022							Revenue
Fees and Services Charges - all applicable taxes included unless otherwise expressed							Increase
	Units	#Units	2019 2018+2.6%	2020 2019+1.7%	2021 2020+0.6%	2022 2021+4%	2022 2021+4%

Cemeteries										
4.6.1	SALE OF LOTS - Plus applicable taxes									
	4.6.1.1	Adult Single		lots	11	\$598.80	\$604.20	\$606.13	\$664.28	\$639.60
	4.6.1.2	Adult Double		lots	10	\$911.95	\$922.65	\$926.49	\$997.45	\$709.59
	4.6.1.3	Child Single	8 years old or under	lot	1	\$296.01	\$298.15	\$298.92	\$332.35	\$33.43
	4.6.1.4	Cremation		lot	1	\$264.35	\$266.00	\$266.58	\$298.71	\$32.13
	4.6.1.5	Non-residents		Above Rates Plus 40% - plus GST						
	4.6.1.6	Care and Maintenance Fund Contribution included in sale price -								
4.6.2	SALE OF COLUMBARIUM NICHES - Plus applicable taxes			Niches	10					
			Sale price per Niche							
			Includes One (1)	Second						
			Interment	Interment						
	4.6.2.1	Top 2 Rows			2	\$1,621.00	\$1,648.55	\$1,658.44	\$1,724.77	\$132.67
	4.6.2.2	Middle 4 Rows			5	\$1,998.40	\$2,032.35	\$2,044.55	\$2,126.33	\$408.91
	4.6.2.3	Bottom 2 Rows			3	\$1,337.85	\$1,360.60	\$1,368.77	\$1,424.29	\$166.57
Each Niche is classified as a double and will hold two cremated remains.										
The Price Above includes:										
		Purchase of Double Niche								
		Bronze Plaque and Installation								
		One Interment								
		Required contribution to the care and maintenance fund								
The second interment into the double niche will have an additional charge of \$137.42										
	4.6.2.4	Non-residents		Above Rates Plus 40% - plus applicable taxes						
4.6.3	INTERMENTS - Plus applicable taxes									
	May 1st to October 31 Interment Rates									
	4.6.3.1	Adult		Burials	27	\$796.50	\$810.13	\$814.99	\$847.59	\$880.19
	4.6.3.2		Adult with Vault	Vaults	6	\$886.11	\$901.15	\$849.05	\$883.02	\$203.77
	4.6.3.3	Child	8 years old or under	Burials	0	\$320.75	\$326.20	\$328.15	\$341.28	\$0.00
	4.6.3.4		Child with Vault (8 years old or under)	Vaults	1	\$348.70	\$354.63	\$356.76	\$371.03	\$14.27
	4.6.3.5	Extra Depth (10 Feet)		Extra Depth	0	\$886.11	\$901.15	\$906.56	\$942.82	\$0.00
	4.6.3.6	Saturday - No Holiday Burials								
		* Above Rates Plus		Saturday	4	\$538.67	\$547.83	\$551.12	\$573.16	\$88.18
		Sunday/Holiday - Above Rates Plus								

Fees and Services Charges - all applicable taxes included unless otherwise expressed

							Revenue
							Increase
		Units	#Units	2019 2018+2.6%	2020 2019+1.7%	2021 2020+0.6%	2022 2021+4%
4.6.3.7	Cremated Remains (Cremains) * At a Size No Larger Than Twelve Inches (12") in diameter	Burials	42	\$292.74	\$297.70	\$299.49	\$311.47
4.6.3.8	Cremated Remains (Cremains) * At a Size of Thirteen Inches (13") to Twenty-Four Inches (24") in Diameter - Maximum Allowable Size						\$503.14
4.6.3.9	Saturday Cremains At a Size No Larger Than Twelve Inches (12") in diameter		2	\$292.74	\$297.70	\$299.49	\$311.47
4.6.3.10	Saturday Cremains At a Size of Thirteen Inches (13") to Twenty-Four Inches (24") in Diameter - Maximum Allowable Size			\$460.66	\$468.50	\$471.31	\$490.16
4.6.3.11	Cremains - Place into Monument Base			\$92.08	\$93.63	\$94.19	\$97.96
4.6.3.12	Cremains at same time as casket interment * with no disinterment of cremains			\$57.74	\$59.69	\$60.05	\$62.45
4.6.3.13	Non-residents	Above Rates Plus 40% - plus GST					
4.6.3.14	Disinterment	Above Rates plus 150% extra plus Interment Price - plus GST					
4.6.3.15	Funeral reaching cemetery outside of the hours of 9:00 a.m. and 3:00 p.m.			\$130.76	\$132.97	\$133.77	\$139.12
4.6.3.16	Cremated Remains placed in monument with niche			\$72.66	\$73.89	\$74.33	\$77.31

4.6.3 November 1st to April 30 Interment Rates

4.6.3.1	Adult		9	\$964.42	\$980.80	\$986.68	\$1,026.15
4.6.3.2	Adult with Vault		7	\$1,054.03	\$1,071.95	\$1,078.38	\$1,121.52
4.6.3.3	Child			\$460.66	\$468.50	\$471.31	\$490.16
4.6.3.4	Child with Vault			\$550.22	\$559.56	\$562.92	\$585.43
4.6.3.5	Extra Depth (10 Feet)		1	\$1,148.32	\$1,167.83	\$1,174.84	\$1,221.83
4.6.3.6	Saturday - No Holiday Burials * Above Rates Plus Sunday/Holiday - Above Rates Plus		2	\$538.67	\$547.83	\$551.12	\$573.16
4.6.3.7	Cremated Remains (Cremains) * At a Size No Larger Than Twelve Inches (12") in diameter						\$44.09
4.6.3.8	Cremated Remains (Cremains) * At a Size of Thirteen Inches (13") to Twenty-Four Inches (24") in Diameter - Maximum Allowable Size						
4.6.3.9	Saturday Cremains At a Size No Larger Than Twelve Inches (12") in diameter						
4.6.3.10	Saturday Cremains At a Size of Thirteen Inches (13") to Twenty-Four Inches (24") in Diameter - Maximum Allowable Size						

Fees and Services Charges - all applicable taxes included unless otherwise expressed

Spreadsheet No. 3 - Updated October 26, 2021 - Parks & Cemeteries 2022 Proposed Fees - Effective January 1st, 2022								Revenue		
Fees and Services Charges - all applicable taxes included unless otherwise expressed								Increase		
				Units	#Units	2019 2018+2.6%	2020 2019+1.7%	2021 2020+0.6%	2022 2021+4%	2022 2021+4%
4.6.3.11	Cremains - Place into Monument Base									
4.6.3.12	Cremains at same time as casket interment									
	* with no disinterment of cremains									
4.6.3.13	Non-residents			Above Rates Plus 40% - plus applicable taxes						
4.6.3.14	Disinterment			Above Rates plus 150% extra plus Interment Price - plus applicable taxes						
4.6.3.15	Funeral reaching cemetery outside of the hours of 9:00 a.m. and 3:00 p.m.					\$130.76	\$132.97	\$133.77	\$139.12	
4.6.3.16	Cremated Remains placed in monument with niche					\$72.66	\$73.89	\$74.33	\$77.31	
4.6.4	SPECIAL CARE - Plus applicable taxes									
4.6.4.1	Single			singles	20	\$2,798.95	\$2,846.47	\$2,863.55	\$2,978.09	\$2,290.84
4.6.4.2	Double			doubles	3	\$5,597.88	\$5,693.05	\$5,727.21	\$5,956.30	\$687.26
4.6.4.3	Non-residents		Above Rates Plus 40% - plus applicable taxes		2					
4.6.5	ANNUAL CARE - Plus applicable taxes									
4.6.5.1	Adult				10	\$223.94	\$227.74	\$229.11	\$238.27	\$91.64
4.6.5.2	Child				6	\$83.94	\$85.35	\$85.86	\$89.30	\$20.61
4.6.5.3	Non-residents			Above Rates Plus 40% - plus applicable taxes						
4.6.5.4	ONTARIO LICENSING FEE - Plus applicable taxes									
4.6.7	UPRIGHT MEMORIALS - Plus applicable taxes									
4.6.6.1	Foundation size per square inch				21	\$0.31	\$0.31	\$0.32	\$0.33	
4.6.6.2	Non-Residential fee above rate plus 40%									
4.6.8	FLAT MARKERS - Plus applicable taxes									
4.6.7.1	Foundation size per square inch				27	\$0.29	\$0.29	\$0.30	\$0.31	
4.6.7.2	Non-Residential fee above rate plus 40%									
FOUNDATION ORDERS WILL ONLY BE ACCEPTED FROM 15TH JUNE TO 15 SEPTEMBER EACH YEAR.										
4.6.9	CARE AND MAINTENANCE FUND CONTRIBUTION - Plus applicable taxes									
4.6.9.1	Flat Markers measuring less than 173 sq. inches					\$0.00	\$0.00	\$0.00	\$0.00	
4.6.9.2	Flat Markers measuring at least 173 sq. inches					\$50.00	\$50.00	\$50.00	\$50.00	
4.6.9.3	Upright Monuments measuring 4 feet or less in height & length					\$100.00	\$100.00	\$100.00	\$100.00	
4.6.9.4	Upright Monuments measuring more than 4 feet in height or length including base					\$200.00	\$200.00	\$200.00	\$200.00	

Fees and Services Charges - all applicable taxes included unless otherwise expressed

							Revenue
							Increase
	Units	#Units	2019 2018+2.6%	2020 2019+1.7%	2021 2020+0.6%	2022 2021+4%	2022 2021+4%

4.7 PARKS

Non-residential labour, equipment, vehicles rate

Labour Cost not included in the following:

4.7.1.1	Mower, Riding	Hours	14	\$16.50	\$16.80	\$16.90	\$17.60	\$9.80
4.7.1.2	Portable Generator			\$7.90	\$8.05	\$8.10	\$8.40	
4.7.1.3	Power Saw			\$7.90	\$8.05	\$8.10	\$8.40	
4.7.1.4	Trailer - Large			\$13.20	\$13.40	\$13.50	\$14.05	
4.7.1.5	Cement Mixer			\$13.20	\$13.40	\$13.50	\$14.05	

Labour Cost are included in the following:

4.7.2	4.7.2.1	Backhoe	Hours	0	\$79.20	\$80.55	\$81.05	\$84.30	
	4.7.2.2	4200 Tractor & Sweeper			\$55.45	\$56.40	\$56.75	\$59.00	
	4.7.2.3	Stumper (Chipper)		8	\$87.15	\$88.65	\$89.20	\$92.75	\$28.40
	4.7.2.4	Snowplow - Dodge			\$50.15	\$51.00	\$51.30	\$53.35	

4.7.3	Point Park Camping Rates - Plus Applicable Taxes -								2022 Rate + HST	2021 rate increase	
	Full Hook-up - Water, Hydro										
4.7.3.1	& Sewage Dump Station	night	670	\$31.64	\$32.08	\$32.30	\$33.63	\$889.97	\$38.00	4.11%	
4.7.3.2		7 days per week	16	\$158.85	\$161.50	\$162.47	\$169.03	\$104.85	\$191.00	4.03%	
4.7.3.3		4 week	5	\$612.39	\$622.79	\$626.55	\$651.55	\$125.00	\$736.25	3.99%	
4.7.3.4	Tenting Sites	night	52	\$16.37	\$16.59	\$16.68	\$17.26	\$29.99	\$19.50	3.46%	
4.7.3.5		7 days per week	0	\$85.40	\$86.95	\$87.48	\$90.93		\$102.75	3.94%	
4.7.3.6		4 week	0	\$331.42	\$337.17	\$339.20	\$352.65		\$398.50	3.97%	
	Partial Hook-up - Hydro & Sewage Dump Station, but										
4.7.3.7	no Water service	night		\$25.44	Fee Removed from 2020 User Fees						
4.7.3.8		7 days per week		\$128.98							
4.7.3.9		4 week		\$496.02							
4.7.3.10	Cost for Utilities per day- 4 - Agency 1 Band Members				\$7.26	\$7.30	\$7.34	\$7.65	\$0.00	\$8.65	4.22%

Total Parks & Cemeteries	\$8,863.02
Total Point Park	\$1,119.83
Total Parks	\$1,188.01
Total Cemeteries	\$7,675.01

2011 Foundation Costs per square inch

Upright Memorials

Foundation Size	Number of foundations sold in 2011	W	L	Area sq inches	2011	2011	Average with high & low removed
					Costs without taxes	Cost per sq. inch	
1 (18" X 36")	4	18	36	648	\$181.36	\$0.28	\$0.19
2 (18" X 42")	0	18	42	756	\$181.36	\$0.24	
3 (18" X 48")	3	18	48	864	\$188.92	\$0.22	
4 (18" X 54" or 14" X 48")	3	18	54	972	\$196.48	\$0.20	
5 (18" X 60" or 21" X 60")	0	18	60	1080	\$204.03	\$0.19	
6 (21" X 66")	1	21	66	1386	\$221.30	\$0.16	
7 (21" X 72")	0	21	72	1512	\$226.71	\$0.15	
8 (21" X 86")	0	21	86	1806	\$241.82	\$0.13	
9 (21" X 94")	0	21	94	1974	\$256.93	\$0.13	
	11				Average	\$0.19	

Flat Markers

Foundation Size		W	L	Area sq inches	2011	2011	Average with high & low removed
					Costs without taxes	Cost per sq. inch	
1 (12" X 12")	0	12	12	144	\$60.45	\$0.42	\$0.21
2 (12" X 20")	2	12	20	240	\$68.01	\$0.28	
3 (14" X 22")	2	14	22	308	\$75.57	\$0.25	
4 (18" X 24")	4	18	24	432	\$83.13	\$0.19	
5 (18" X 30")	7	18	30	540	\$90.68	\$0.17	
6 (18" X 36")	5	18	36	648	\$98.24	\$0.15	
7 (18" X 42")	1	18	42	756	\$105.80	\$0.14	
	21				Average	\$0.23	

Grand Total

32

\$0.24

TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "E"

CEMETERY OPERATOR: TOWN OF FORT FRANCES

CURRENT PRICE LIST OF CEMETERY SUPPLIES & SERVICES - EFFECTIVE DATE January 1st, 2022

FOR TWO CEMETERIES: FORT FRANCES CEMETERY- 401 King's Hwy.

RIVERVIEW CEMETERY - 1319 COLONIZATION ROAD WEST

Contact telephone number 274-9893 Monday to Friday from 8:00 am to 4:00 pm- 900 Wright Avenue

Day to Day Operation contact: Milt Strachan Transportation Superintendent 274-9893 - 900 Wright Avenue

A. PRICE LIST PER LOT

A.1 Adult Single Lot

lot Size: 5' x 10' or 50 Square feet

Two (2) Full Burials Allowed - One (1) MUST be at extra depth (10')

And up to six (6) cremations (depending on size of urn)

Markers to be installed in accordance with the cemetery by-law

	2021	Proposed 2022 Fees
Lot	\$286.40	\$297.85
Care & Maintenance	\$250.00	\$290.00
Sub-Total	\$536.40	\$587.85
HST	\$69.73	\$76.42
TOTAL	\$606.13	\$664.28

A.2 Adult Double Lot

lot Size: 10' x 10' or 100 Square feet

Four (4) Full Burials Allowed - Two (2) MUST be at extra depth (10')

And up to Twelve (12) cremations (depending on size of urn)

Markers to be installed in accordance with the cemetery by-law

Lot	\$569.90	\$592.69
Care & Maintenance	\$250.00	\$290.00
Sub-Total	\$819.90	\$882.69
HST	\$106.59	\$114.75
TOTAL	\$926.49	\$997.45

A.3 Child (8 years old or under)

lot Size: 3' x 2' or 6 Square feet

One (1) Full Burial Allowed plus two (2) cremations (depending on urn size)

side by side at foot only or One (1) cremation centred at head and up to

two (2) cremations (depending on urn size) side by side at foot only

Markers to be installed in accordance with the cemetery by-law

Lot	\$114.53	\$119.11
Care & Maintenance	\$150.00	\$175.00
Sub-Total	\$264.53	\$294.11
HST	\$34.39	\$38.23
TOTAL	\$298.92	\$332.35

A.4 Cremation lot

lot Size: 2' x 2' or 4 square feet

Up to Two (2) cremations (depending on size of urn)

Flat Markers only allowed on Cremation lots & No Flower Beds allowed due to size

Lot	\$85.91	\$89.35
Care & Maintenance	\$150.00	\$175.00
Sub-Total	\$235.91	\$264.35
HST	\$30.67	\$34.37
TOTAL	\$266.58	\$298.71

A.5 Veteran lot

lot Size: 5' x 10' or 50 square feet

Two (2) Full Burials Allowed - One (1) MUST be at extra depth (10')

or Two (2) cremations (depending on size of urn) MAXIMUM 2 INTERMENTS

VETERAN AND SPOUSE ONLY

No charge for Veteran - Interment of Spouse will be the responsibility of the family

B. UNIT PRICE PER INTERMENT

B.1 SUMMER - May 1 to October 31

B.1.1 Adult Interment	\$814.99	\$847.59
HST	\$105.95	\$110.19
TOTAL	\$920.94	\$957.78

B.1.2 Adult with Vault	\$849.05	\$883.02
HST	\$110.38	\$114.79
TOTAL	\$959.43	\$997.81

B.1.3 Child (8 years old or under)	\$328.15	\$341.28
HST	\$42.66	\$44.37
TOTAL	\$370.81	\$385.64

B.1.4 Child (8 years old or under) with Vault	\$356.76	\$371.03
HST	\$46.38	\$48.23
TOTAL	\$354.80	\$354.80

B.1.5 Extra Depth 10 ft.	\$906.56	\$942.82
HST	\$117.85	\$122.57
TOTAL	\$1,024.41	\$1,065.39

B.1.6 Saturday (above rates +)	\$551.12	\$573.16
HST	\$71.65	\$74.51
TOTAL	\$622.76	\$647.67

B.1.7 Disinterment - above rates plus 150% and all applicable taxes

NOTE: All interments include the use of artificial grass and lowering devices

B. UNIT PRICE PER INTERMENT

B.2 WINTER - November 1st - April 30th

B.2.1 Adult Interment	\$986.68	\$1,026.15
HST	\$128.27	\$133.40
TOTAL	\$1,114.95	\$1,159.55

B.2.2 Adult with Vault	\$1,078.38	\$1,121.52
HST	\$140.19	\$145.80
TOTAL	\$1,218.57	\$1,267.31

B.2.3 Child (8 years old or under)	\$471.31	\$490.16
HST	\$61.27	\$63.72
TOTAL	\$532.58	\$553.88

B.2.4 Child (8 years old or under) with Vault	\$562.92	\$585.43
HST	\$73.18	\$76.11
TOTAL	\$636.10	\$661.54

B.2.5 Extra Depth 10 ft.	\$1,174.84	\$1,221.83
HST	\$152.73	\$158.84
TOTAL	\$1,327.57	\$1,380.67

B.2.6 Saturday (above rates +)	\$551.12	\$573.16
HST	\$71.65	\$74.51
TOTAL	\$622.76	\$647.67

B.2.7 Disinterment - above rates plus 150% and all applicable taxes

NOTE: All interments include the use of artificial grass and lowering devices

B.3 UNIT PRICE PER INTERMENT FOR CREMATED REMAINS

May 1 to October 31- Only

B.3.1 Cremation < 12" in diameter to Max. 24 inches	\$299.49	\$311.47
HST	\$38.93	\$40.49
TOTAL	\$338.42	\$351.96

B.3.2. Saturday Cremains < 12" diameter to Max. 24 " in diameter	\$471.31	\$490.16
HST	\$61.27	\$63.72
TOTAL	\$532.58	\$553.88

B.3.3 Cremains Placed in Private Marker/Monument Base	\$94.19	\$97.96
HST	\$12.24	\$12.73
TOTAL	\$106.44	\$110.69

B.3.4 Cremains placed in the ground at the same time as full burial interment	\$60.05	\$62.45
HST	\$7.81	\$8.12
TOTAL	\$67.85	\$70.57

B.3.5 Cremains placed in

Monument Niche	\$74.33	\$77.31
HST	\$9.66	\$10.05
TOTAL	\$84.00	\$87.36

B.3.6 Disinterment - above rates plus 150% and all applicable taxes

NOTE: All interments include the use of artificial grass and lowering equipment

C UNIT PRICE FOR A COLUMBARIUM NICHE

C.1 Top Two Rows	\$1,276.21	\$1,327.26	Purchase Price of Columbarium Niche includes
Care & Maintenance	\$191.43	\$199.09	Purchase of Double Niche
Sub-Total	\$1,467.64	\$1,526.35	Bronze Plaque and installation
HST	\$190.79	\$198.43	One Urn Placement or interment
TOTAL	\$1,658.44	\$1,724.77	

C.2 Middle Four Rows	\$1,573.33	\$1,636.27	Interior shelf space of a niche is 13" wide
Care & Maintenance	\$236.00	\$245.44	x 10" deep x 8" high, therefore urns to be
Sub-Total	\$1,809.33	\$1,881.71	placed in the columbarium can be no bigger
HST	\$235.21	\$244.62	than 6.5" wide x 10" deep x 8" high.
TOTAL	\$2,044.55	\$2,126.33	

C.3 Bottom Two Rows	\$1,053.30	\$1,095.43
Care & Maintenance	\$158.00	\$165.00
Sub-Total	\$1,211.30	\$1,260.43
HST	\$157.47	\$163.86
TOTAL	\$1,368.77	\$1,424.29

C.4 2nd Urn Placement in Niche	\$161.76	\$168.24
HST	\$21.03	\$21.87
TOTAL	\$182.79	\$190.11

Saturday Niche Internment fee	\$181.60	\$188.87
	\$23.61	\$24.55
	\$205.21	\$213.42

D. UNIT PRICE FOR FLOWER CARE PER LOT

D.1 Special Care Single - Flowers	\$2,863.55	\$2,978.09	Single Special Care: The flower bed is
HST	\$372.25	\$387.14	centred to the monument 3 rows of 6 flowers
TOTAL	\$3,235.80	\$3,365.23	- 18 flowers

D.2 Special Care Double - Flowers	\$5,727.21	\$5,956.30	Double Special Care: is two (2) singles
HST	\$744.54	\$774.32	2 single beds are planted 3 rows x 6 = 18
TOTAL	\$6,471.75	\$6,730.62	flowers - 2 x 18 = 36 flowers

D.3 Annual Care - Adult - Flowers	\$229.11	\$238.27	Single Pillow: Exact same size as single but
HST	\$29.78	\$30.98	turned in such a way that the bed is wider
TOTAL	\$258.89	\$269.25	across the base 3 rows x 6 = 18 flowers

D.4 Annual Care - Child - Flowers	\$85.86	\$89.30	Double Pillow: Is positioned along the base
HST	\$11.16	\$11.61	the same as a single pillow but is larger in
TOTAL	\$97.02	\$100.91	in 4 rows x 6 = 24 flowers
			Annual Care paid for and planted each year
			Special Care is paid for once and is planted every year

E. UNIT PRICE FOR A FOUNDATION FOR A UPRIGHT MONUMENT (MARKER)

For the Supply, Installation and Inspection of Concrete Foundations for Upright Markers or Monuments

\$ 0.33 per square inch plus HST

Based on the exact size of the foundation. Where the square inches are calculated by adding 6 inches to both the width and length of the base of the Marker or Monument. The Town will only accepted foundation orders from June 15th to September 15th of each year.

F. UNIT PRICE FOR A FOUNDATION FOR A FLAT MARKER

For the Supply, Installation and Inspection of Concrete Foundations for Flat Markers

\$ 0.31 per square inch plus HST

Based on the exact size of the foundation. Where the square inches are calculated by adding 6 inches to both the width and length of the base of the flat Marker. The Town will only accepted foundation orders from June 15th to September 15th of each year.

G. CARE & MAINTENANCE FOR A FLAT MARKER OR UPRIGHT MONUMENT (MARKER)

G.1 Flat Markers that measure less than 1116.13 square centimetres or 173 sq. inches

\$0.00

G.2 Flat Markers that measure at Least
1,116.13 square centimetres or 173 sq.
inches \$100.00

G.3 Upright Monument that measure less
than 1.22 meters or 4 feet in height and/or
length including the base \$200.00

G.4 Upright Monument measuring more
than 1.22 meters or 4 feet in height and/or
length including the base \$400.00

H. MISCELLANEOUS CEMETERIES FEES

		Note the only exception to applying the 40% increase for non-residents is care and maintenance fees for markers and lots, these rates are established under <i>the Funeral, Burial and Cremation Services Act, 2002</i> and regulations, as amended from time to time	
H.1 For non-residents customers the above list rates plus 40% mark-up and all applicable taxes			
H.2 Funeral Arriving before 9 am and after 3:00 pm			
	\$133.77		\$139.12
HST	\$17.38		\$18.08
TOTAL	\$151.15		\$157.19
H.3 Issue of new Interment Rights Certificate as a result of revisions to intended occupant(s) or ownership change			
	\$116.50		\$121.16 per change
HST	\$15.13		\$15.74
TOTAL	\$131.63		\$136.90
H.4 Rental of Artificial Grass for off-site interments			
	\$11.44		\$11.90 per off-site interment
HST	\$1.49		\$1.55
TOTAL	\$12.93		\$13.44
H.5 Hourly labour per cemetery worker			
	\$45.40		\$47.22
HST	\$5.90		\$6.14
TOTAL	\$51.30		\$53.35

General Notes:

- 1) Payment is due at the time of purchase - no financing
- 2) For any additional information or clarification, please feel free to contact the cemetery operator as per the contact information outlined at the top of each page of the current price list

November 17, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Report #1 – Establishing 2022 Water and Sewer Rates

As outlined in the Long-Range Financial plan, an additional \$183,608 in revenue is forecasted to be collected in 2022 from water and sewer rates which translates to a 3.4% increase over 2021. Please find and review page 22 of the Long-Term Financial Plan prepared by BMA Management Consultants.

In 2021 \$ 5,465,978.52 in revenue was forecasted to be collected from water and sanitary sewer user fees where the actual amount collected as of October 31, 2021 was \$4,652,792.14, forecast to be \$5,563,357.25 by the end of the year. This equates to a forecasted surplus in actual revenue of \$97,378.73 from the sale of drinking water.

There are some significant items that should be considered prior to establishing the 2022 water and sewer rates;

The following rate adjustments were adopted in 2021;

- 2.7% rate increase for flat rate residential customers - from \$1020.27 per year in 2020 to \$1048.20 in 2021 or an increase of \$27.93 per year or \$2.33 per month.
 - Non-residential customer's volumetric rate increased by 2.7% or from \$5.85 per cu. meter in 2020 to \$6.01 per cu. meter in 2021.
 - Volumetric rate set at \$3.40 per cu. meter or 2.00% increase for the I/C class and \$3.94 per cu. meter or 2.70% increase for the institutional customers.
 - 2.00% increase to I/C minimum monthly rate from \$1,389.49 per year in 2020 to \$1417.20 per year in 2021 for an increase of \$27.71 per year or \$2.31 per month.
 - 2.00% increase to fire hydrants & sprinklers
 - A loss of **\$81,969.48** in revenue is to be collected compared to the 2020 forecasted revenue which results in a shortfall of \$231,555.48 given the forecasted 2021 consumption.
 - See Spreadsheet Number 1 for the Rate Summary for 2021.
1. How will COVID-19 impacts continue to affect the sale of sewer and water in the Town of Fort Frances?
 2. The Town's Asset Management Plan identifies 30.649km of sanitary sewer main that is in poor or worse condition with an estimated replacement cost of \$29,488,243.45.
 3. The Town's Asset Management Plan identifies 40.417km of water main that is in poor or worse condition with an estimated replacement cost of \$22,150,468.47.
 4. Sewage Treatment Plant – the Ministry of the Environment is pushing the Town towards having in place an emergency standby generator to operate the plant during power outages and pushing us away from being able to chlorinate effluent during by-pass events. The costs for the stand by power portion alone is forecasted to be \$625,800.
 5. The Fort Frances Water Treatment Plant and Wastewater lift stations are reaching an age where major internal components will need updating in the coming years to maintain their levels of service.
 6. Are any additional rate adjustments between the ICI and residential rate classes going to be considered in 2020 to address the built-in inequities?

7. The Town of Fort Frances Council adopted a moratorium on residential water meters in early 2021.

Spreadsheet No. 2 shows the 2021 ICI water meter consumption and revenue data including forecasted revenue to December 31, 2021.

To facilitate the discussion of the rates three rate scenarios have been completed and can be seen on spreadsheet number 1. These scenarios can be summarized as follows:

1. Scenario No. 1 - Using 3.4% rate increase to all 2021 rates - See Scenario No 1 in spreadsheet No. 1 highlighted in "red" – columns 11 to 15;
 - 3.4% rate increase for flat rate residential customers - from \$1048.20 per year in 2021 to \$1084.20 in 2022 or an increase of \$36.00 per year or \$3.00 per month.
 - Non-residential customer's volumetric rate increased by 3.4% or from \$6.01 per cu. meter in 2021 to \$6.21 per cu. meter in 2022.
 - Volumetric rate set at \$3.51 per cu. meter or 3.8% increase for the I/C class and \$4.07 per cu. meter or 3.4% increase for the institutional customers.
 - 3.4% increase to ICI minimum monthly rate from \$1417.20 per year in 2021 to \$1,465.80 per year in 2022 for an increase of \$48.60 per year or \$4.05 per month.
 - 3.4% increase to fire hydrants & sprinklers
 - An increase of **\$293,728.37** in revenue is to be collected compared to the 2021 forecasted revenue which results in a surplus of \$110,120.89 from the forecasted revenue of \$5,649,586 given the forecasted 2022 consumption.
2. Scenario No. 2 - Using a rate increase to all 2021 rates to meet the required revenue as outlined in the financial report - See Scenario No 2 in spreadsheet No. 1 highlighted in "green" – columns 16 to 20;
 - 1.48% rate increase for flat rate residential customers - from \$1048.20 per year in 2021 to \$1063.20 in 2022 or an increase of \$15.00 per year or \$1.25 per month.
 - Non-residential customer's volumetric rate increased by 1.48% or from \$6.01 per cu. meter in 2021 to \$6.10 per cu. meter in 2022.
 - Volumetric rate set at \$3.45 per cu. meter or 1.48% increase for the I/C class and \$4.00 per cu. meter or 1.48% increase for the institutional customers.
 - 1.48% increase to ICI minimum monthly rate from \$1417.20 per year in 2021 to \$1,438.20 per year in 2022 for an increase of \$21.00 per year or \$1.75 per month.
 - 1.48% increase to fire hydrants & sprinklers
 - An additional **\$183,607.48** in revenue is to be collected compared to the 2021 forecasted revenue which equals the targeted revenue of \$5,649,586.00 given the forecasted 2022 consumption.
3. Scenario No. 3 – Using 2.0% rate increase to all 2021 rates – See Scenario No 3 in spreadsheet No. 1 highlighted in "blue" – columns 21 to 25;
 - 2.0% rate increase for flat rate residential customers - from \$1048.20 per year in 2021 to \$1069.20 in 2022 or an increase of \$21.00 per year or \$1.75 per month.
 - Non-residential customer's volumetric rate increased by 2.0% or from \$6.01 per cu. meter in 2021 to \$6.13 per cu. meter in 2022.

- Volumetric rate set at \$3.47 per cu. meter or 2.00% increase for the I/C class and \$4.02 per cu. meter or 2.00% increase for the institutional customers.
- 2.00% increase to ICI minimum monthly rate from \$1417.20 per year in 2021 to \$1445.40 per year in 2022 for an increase of \$28.20 per year or \$2.35 per month.
- 2.00% increase to fire hydrants & sprinklers
- An additional **\$214,413.72** in revenue is to be collected compared to the 2021 forecasted revenue which results in a surplus of \$30,806.24 from the forecasted revenue of \$5,649,586.00 given the forecasted 2022 consumption.

At the November 17, 2021 Operations and Facilities Executive Committee meeting a fulsome discussion was had on the rates going into 2022 and the challenges with setting the rates with 2 years of consumption data that is abnormal with COVID impacts and drought conditions in 2020 and 2021 respectively. The three rate scenarios were presented and discussed as well as the Financial Plan prepared by BMA Group which forms the basis of the rate calculations. The Operations and Facilities Executive Committee recommends that Scenario 3 on Spreadsheet 1 be the preferred rate scenario and that the following rates be approved:

5.0	Water & Sewer User Rates - Effective January 1, 2022				
5.1	Water User Rates - Monthly				
	5.1.1	Flat Residential (un-metered)		46.10	
	5.1.2	Metered Non-Residential		3.17	Cu Meter
	5.1.3	Flat Industry/Commercial/Institutional (ICI) (un-metered) and/or Minimum Bill for metered ICI accounts		62.25	
		5.1.3.1	10 cu. meters included in the minimum monthly bill for ICI		
	5.1.4	Metered - Industry/Commercial		1.74	Cu Meter
	5.1.5	Metered - Institutional		2.02	Cu Meter
	5.1.6	Private (Re: Dedicated) Hydrants		61.05	Per Unit
	5.1.7	Private Sprinkler System		19.15	Per Unit
	5.1.8	Sale of Water from Fire Hydrant		29.80	Cu Meter
	5.1.9	Water Meter Replacement			
		5.1.9.1	¾ inch or 20 mm diameter water meter	3.00	Per meter
		5.1.9.2	1 inch or 25.4 mm diameter water meter	3.25	Per meter
		5.1.9.3	1.5 inch or 38.1 mm diameter water meter	5.00	Per meter
		5.1.9.4	2 inch or 50.8 mm diameter water meter	15.00	Per meter
		5.1.9.5	3 inch or 76.2 mm diameter water meter	17.00	Per meter
		5.1.9.6	4 inch or 101.6 mm diameter water meter	22.50	Per meter
		5.1.9.7	6 inch or 152.4 mm diameter water meter	42.00	Per meter
		5.1.9.8	10 inch or 254 mm diameter water meter	70.00	Per meter
5.2					
	Sewer User Rates - Monthly				
	5.2.1	Flat Residential (un-metered)		43.00	
	5.2.2	Metered Non-Residential		2.95	Cu meter
	5.2.3	Flat Industry/Commercial/Institutional (ICI) (un-metered) and/or Minimum Bill for metered ICI accounts		58.20	
		5.2.3.1	10 cu. meters included in the minimum monthly bill for ICI		
	5.2.4	Metered - Industry/Commercial		1.73	Cu meter
	5.2.5	Metered - Institutional		2.00	Cu meter

5.4	Disposal of External Sewage into Town Collection System		20.68	Cu meter

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to adopt Scenario 3 on Spreadsheet Number 1 as the water and sewer rates for 2022 as further outlined in the report.

2021Nov17 2021 Water and Sewer Rates Final

Spreadsheet No. 1 - 2022 Water and Sewer Rates Scenarios
Updated November 12, 2021

Water

	Budgeted 2021	Forecasted Actual 2021	3 Year Average 2019, 2020, 2021	Forecasted 2022
	# of units	# of units	# of units	
Flat Residential (un-metered)	3664	3675	3658	3666
Churches	13	13	14	13
Flat Commercial General (un-metered)	3	3	3	3
Metered - Couchiching First Nation	113380	110688	99888	107985
Metered - Commercial -245	117436	103295	110599	110443
Metered - Institutional -59	111305	103544	102410	105753
Private Hydrants	16	16	16	16
Private Sprinklers	24	24	24	24
Metered Non-Resident (7 accounts)	3759	4764	4821	4448
2-Nanicost, 1-FF Tribal Area Health, 1-Treaty 3 Police				
1-Myer's Hanger 1-Friesen Apartments Alberton				
1- Seven Generations Education Institute				
Flat Residential (un-metered)	3639	3656	3641	3645
Churches	13	14	14	14
Flat Commercial General (un-metered)	3	3	3	3
Metered -Couchiching First Nation	112034	110688	99888	107537
Metered - Commercial -244	110561	102568	109683	107604
Metered - Institutional -59	107269	103544	102410	104408
Metered Non-Resident (6 accounts)	3494	4764	4841	4366

Summary of - Water & Sewer Rates & Yearly impact

Flat Residential (un-metered)	
Churches	
Flat Commercial General (un-metered)	
Metered - Couchiching First Nation	
Metered - Commercial -237	
Metered - Institutional -58	
Private Hydrants	
Private Sprinklers	
Metered Non-Resident (6.5 accounts)	

2021 Water Rates - Scenario No. 3

Scenario No. 3 - Residential and non-residential 2.70% , Institutional volumetric increased 2.7% and Flat ICI , I/C volumetric increased to 2.00% above 2020 rates. Volumetric minimum remaining at 10 cu. meters/month			
2021 Rates	2020 to 2021 % increase	2021 Annual Rate	2021 Forecasted Revenue
\$45.20	2.70%	\$542.40	\$1,987,353.60
\$45.20	2.70%	\$542.40	\$7,051.20
\$61.05	2.00%	\$732.60	\$2,197.80
\$3.11	2.70%		\$320,026.55
\$1.70	2.00%		\$270,439.17
\$1.98	2.70%		\$204,171.28
\$59.85	2.00%	\$718.20	\$11,491.20
\$18.75	2.00%	\$225.00	\$5,400.00
\$3.12	2.70%		\$9,717.23
		Subtotal	\$2,817,848.02
\$42.15	2.70%	\$505.80	\$1,840,606.20
\$42.15	2.70%	\$505.80	\$6,575.40
\$57.05	2.00%	\$684.60	\$2,053.80
\$2.90	2.70%		\$298,039.99
\$1.69	2.00%		\$278,166.00
\$1.96	2.70%		\$214,444.05
\$2.90	2.70%		\$8,245.07

Subtotal \$2,693,700.68

2020 Monthly unit price	2019 to 2020 % increase	2020 annual rate	2020 Revenue	2021-2020
\$87.35	2.74%	\$1,048.20	\$3,827,959.80	\$104,111.67
\$87.35	2.74%	\$1,048.20	\$13,626.60	\$363.09
\$118.10	1.99%	\$1,417.20	\$4,251.60	\$83.12
\$6.01	2.70%		\$618,066.54	-\$11,567.45
\$3.40	2.00%		\$548,605.16	-\$101,499.19
\$3.94	2.70%		\$418,615.32	-\$66,179.06
\$59.85	2.00%	\$718.20	\$11,491.20	\$224.88
\$18.75	1.91%	\$225.00	\$5,400.00	\$101.24
\$6.02	2.70%		\$17,962.30	-\$7,607.78
Total			\$5,465,978.52	-\$81,969.48

Total without hydrants or sprinklers \$5,449,087.32
Funding (Surplus)/Deficit \$231,555.48
Financial Plan Revenue \$5,697,534.00

Scenario No. 1

Scenario No. 1 - Residential and non-residential 3.80% , Flat ICI , I/C volumetric & I volumetric at 3.80% above 2021 rates. Volumetric minimum remaining at 10 cu. meters/month			
2022 Proposed Rates	2021 to 2022 % increase	2022 Annual Rate	2022 Forecasted Revenue
\$46.75	3.40%	\$561.00	\$2,056,439.00
\$46.75	3.40%	\$561.00	\$7,417.67
\$63.15	3.40%	\$757.80	\$2,273.40
\$3.22	3.40%		\$347,255.19
\$1.76	3.40%		\$290,421.27
\$2.05	3.40%		\$231,011.33
\$61.90	3.40%	\$742.80	\$11,884.80
\$19.40	3.40%	\$232.80	\$5,587.20
\$3.23	3.40%		\$14,362.15
		Subtotal	\$2,966,652.00
\$43.60	3.40%	\$523.20	\$1,907,296.53
\$43.60	3.40%	\$523.20	\$7,150.40
\$59.00	3.40%	\$708.00	\$2,124.00
\$2.99	3.40%		\$322,054.28
\$1.75	3.40%		\$298,719.02
\$2.02	3.40%		\$242,634.54
\$2.99	3.40%		\$13,076.12

Subtotal \$2,793,054.89

2021 Monthly unit price	2020 to 2021 % increase	2021 annual rate	2021 Revenue	2022-2021
\$90.35	3.43%	\$1,084.20	\$3,963,735.53	\$135,775.73
\$90.35	3.43%	\$1,084.20	\$14,568.07	\$941.47
\$122.15	3.43%	\$1,465.80	\$4,397.40	\$145.80
\$6.21	3.40%		\$669,309.47	\$51,242.93
\$3.51	3.40%		\$589,140.30	\$40,535.13
\$4.07	3.40%		\$473,645.87	\$55,030.54
\$61.90	3.43%	\$742.80	\$11,884.80	\$393.60
\$19.40	3.47%	\$232.80	\$5,587.20	\$187.20
\$6.22	3.40%		\$27,438.26	\$9,475.96
Total			\$5,759,706.89	\$293,728.37

Total without hydrants or sprinklers \$5,742,234.89
Funding (Surplus)/Deficit (\$110,120.89)
Financial Plan Revenue \$5,649,586.00

Scenario No. 2

Scenario No. 2 - Residential and non-residential, Flat ICI , I/C volumetric & I volumetric increased to achieve revenue from financial plan. Volumetric minimum remaining at 10 cu. meters/month			
2022 Proposed Rates	2021 to 2022 % increase	2022 Annual Rate	2022 Forecasted Revenue
\$45.85	1.48%	\$550.20	\$2,016,849.80
\$45.85	1.48%	\$550.20	\$7,274.87
\$61.95	1.48%	\$743.40	\$2,230.20
\$3.16	1.48%		\$340,814.20
\$1.73	1.48%		\$285,032.99
\$2.01	1.48%		\$226,715.62
\$60.75	1.48%	\$729.00	\$11,664.00
\$19.05	1.48%	\$228.60	\$5,486.40
\$3.17	1.48%		\$14,095.75
		Subtotal	\$2,910,163.82
\$42.75	1.48%	\$513.00	\$1,870,113.00
\$42.75	1.48%	\$513.00	\$7,011.00
\$57.90	1.48%	\$694.80	\$2,084.40
\$2.94	1.48%		\$316,080.73
\$1.72	1.48%		\$293,176.78
\$1.99	1.48%		\$238,122.69
\$2.94	1.48%		\$12,833.58

Subtotal \$2,739,422.18

2021 Monthly unit price	2020 to 2021 % increase	2021 annual rate	2021 Revenue	2022-2021
\$88.60	1.43%	\$1,063.20	\$3,886,962.80	\$59,003.00
\$88.60	1.43%	\$1,063.20	\$14,285.87	\$659.27
\$119.85	1.48%	\$1,438.20	\$4,314.60	\$63.00
\$6.10	1.48%		\$656,894.93	\$38,828.39
\$3.45	1.48%		\$578,209.77	\$29,604.61
\$4.00	1.48%		\$464,838.31	\$46,222.98
\$60.75	1.50%	\$729.00	\$11,664.00	\$172.80
\$19.05	1.60%	\$228.60	\$5,486.40	\$86.40
\$6.11	1.48%		\$26,929.33	\$8,967.03
Total			\$5,649,586.00	\$183,607.48

Total without hydrants or sprinklers \$5,632,435.60
Funding (Surplus)/Deficit \$0.00
Financial Plan Revenue \$5,649,586.00

Scenario No. 3

Scenario No. 3 - Residential and non-residential 2.00% , Flat ICI , I/C volumetric & I volumetric at 2.00% above 2021 rates. Volumetric minimum remaining at 10 cu. meters/month			
2022 Proposed Rates	2021 to 2022 % increase	2022 Annual Rate	2022 Forecasted Revenue
\$46.10	2.00%	\$553.20	\$2,027,846.80
\$46.10	2.00%	\$553.20	\$7,314.53
\$62.25	2.00%	\$747.00	\$2,241.00
\$3.17	2.00%		\$342,553.47
\$1.74	2.00%		\$286,427.97
\$2.02	2.00%		\$227,868.93
\$61.05	2.00%	\$732.60	\$11,721.60
\$19.15	2.00%	\$229.80	\$5,515.20
\$3.19	2.00%		\$14,167.69
		Subtotal	\$2,925,657.20
\$43.00	2.00%	\$516.00	\$1,881,049.33
\$43.00	2.00%	\$516.00	\$7,052.00
\$58.20	2.00%	\$698.40	\$2,095.20
\$2.95	2.00%		\$317,693.78
\$1.73	2.00%		\$294,611.63
\$2.00	2.00%		\$239,334.04
\$2.95	2.00%		\$12,899.07

Subtotal \$2,754,735.04

2021 Monthly unit price	2020 to 2021 % increase	2021 annual rate	2021 Revenue	2022-2021
\$89.10	2.00%	\$1,069.20	\$3,908,896.13	\$80,936.33
\$89.10	2.00%	\$1,069.20	\$14,366.53	\$739.93
\$120.45	1.99%	\$1,445.40	\$4,336.20	\$84.60
\$6.13	2.00%		\$660,247.25	\$42,180.71
\$3.47	2.00%		\$581,039.60	\$32,434.43
\$4.02	2.00%		\$467,202.97	\$48,587.65
\$61.05	2.01%	\$732.60	\$11,721.60	\$230.40
\$19.15	2.13%	\$229.80	\$5,515.20	\$115.20
\$6.14	2.00%		\$27,066.76	\$9,104.46
Total			\$5,680,392.24	\$214,413.72

Total without hydrants or sprinklers \$5,663,155.44
Funding (Surplus)/Deficit (\$30,806.24)
Financial Plan Revenue \$5,649,586.00

SPREADSHEET NO. 2 - TOWN OF FORT FRANCES - WATER METERS 2022 CONSUMPTION HISTORY

Business Type	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	2021	2021	2021	2021	2021	2021	2021	2021	Scenario 1		Scenario 2		Scenario 3										
	Nov/Dec	Sep/Oct	Jul/Aug	May/Jun	Mar/Apr	Jan/Feb	Total	Revenue	Meter	Environmental	Hydrants	Revenue	Total Revenue	\$/M3	2022	2022	2022	2022	2022	2022										
	M3	M3	M3	M3	M3	M3	M3		Replacement Charge	Fee					% Increase	Annual Rate	% Increase	Annual Rate	% Increase	Annual Rate										
Commercial Meters																														
1	Landscaping (No Sewer)	69	1	21	217	105	2	415	\$1,309.92	\$30.00	\$50.00		\$1,091.60	\$1,309.92	\$2.63	-2%	\$ 1,278.22	-4%	\$ 1,254.16	-4%	\$ 1,260.37									
2	Hair Salon	69	3	0	120	36	187	415	\$1,417.20	\$32.50	\$50.00		\$1,181.00	\$1,417.20	\$2.84	77%	\$ 2,502.99	73%	\$ 2,456.15	74%	\$ 2,468.55									
3	Dentist	72	174	187	0	0	0	433	\$1,872.71	\$12.00	\$20.00		\$1,560.59	\$1,872.71	\$3.60	37%	\$ 2,566.24	34%	\$ 2,518.22	35%	\$ 2,530.94									
4	Car Wash	1,585	1,212	1,887	1,522	1,905	1,397	9,508	\$33,241.16	\$50.00	\$50.00		\$27,700.97	\$33,241.16	\$2.91	4%	\$ 34,449.35	2%	\$ 33,809.96	2%	\$ 33,982.36									
5	Grocery Store	1,179	328	3,276	1,447	374	471	7,075	\$24,995.33	\$50.00	\$50.00	\$786.00	\$20,829.44	\$24,995.33	\$2.94	4%	\$ 25,903.05	2%	\$ 25,422.19	2%	\$ 25,551.78									
6	Motel	1,001	1,200	1,738	693	642	734	6,008	\$21,378.88	\$150.00	\$50.00		\$17,815.73	\$21,378.88	\$2.97	4%	\$ 22,154.83	2%	\$ 21,743.48	2%	\$ 21,854.31									
7	Inactive	395	389	820	707	58	0	2,369	\$8,838.55	\$102.50	\$34.17		\$7,365.46	\$8,838.55	\$3.11	6%	\$ 9,367.01	4%	\$ 9,192.86	5%	\$ 9,239.63									
8	Super 8	807	978	1,117	793	658	489	4,842	\$17,424.78	\$170.00	\$50.00	\$786.00	\$14,520.65	\$17,424.78	\$3.00	4%	\$ 18,056.66	2%	\$ 17,721.32	2%	\$ 17,811.62									
9	Copper River Inn	718	838	1,058	376	718	600	4,308	\$15,614.52	\$170.00	\$50.00		\$13,012.10	\$15,614.52	\$3.02	4%	\$ 16,180.43	2%	\$ 15,879.90	2%	\$ 15,960.80									
10	Laundromat/Office Space	642	671	701	561	705	573	3,853	\$14,072.75	\$32.50	\$50.00		\$11,727.29	\$14,072.75	\$3.04	4%	\$ 14,582.48	2%	\$ 14,311.59	2%	\$ 14,384.49									
11		12	62	0	0	0	0	74	\$454.30	\$1.08	\$1.67		\$378.58	\$454.30	\$5.09	187%	\$ 1,305.58	182%	\$ 1,280.96	183%	\$ 1,287.35									
12	Gas Station	547	705	1,648	0	129	253	3,282	\$12,217.74	\$32.50	\$50.00		\$10,181.45	\$12,217.74	\$3.10	3%	\$ 12,575.56	1%	\$ 12,341.89	2%	\$ 12,404.74									
13	Copper River Inn	479	341	1,023	469	329	234	2,875	\$10,757.33	\$150.00	\$50.00		\$8,964.44	\$10,757.33	\$3.12	4%	\$ 11,146.26	2%	\$ 10,939.10	2%	\$ 10,994.79									
14	McDonald's (Restaurant)	464	450	744	475	348	303	2,784	\$10,448.16	\$50.00	\$50.00	\$187.50	\$8,706.80	\$10,448.16	\$3.13	4%	\$ 10,825.83	2%	\$ 10,624.61	2%	\$ 10,678.69									
15	Auto Body Shop/Water Distributor	335	279	415	341	340	299	2,009	\$7,820.23	\$30.00	\$50.00		\$6,516.86	\$7,820.23	\$3.24	4%	\$ 8,102.14	2%	\$ 7,951.45	2%	\$ 7,991.89									
16	Laundromat	330	401	363	294	305	287	1,980	\$7,722.60	\$30.00	\$50.00		\$6,435.50	\$7,722.60	\$3.25	4%	\$ 8,000.95	2%	\$ 7,852.14	2%	\$ 7,892.07									
17	Motel/Pawn Shop	329	378	381	292	313	283	1,976	\$7,710.40	\$50.00	\$50.00		\$6,425.33	\$7,710.40	\$3.25	4%	\$ 7,988.30	2%	\$ 7,839.72	2%	\$ 7,879.59									
18	Office Space	311	247	373	310	351	272	1,864	\$6,328.00	\$30.00	\$50.00		\$6,106.67	\$7,328.00	\$3.28	4%	\$ 7,591.98	2%	\$ 7,450.75	2%	\$ 7,488.63									
19	Dairy Queen (Restaurant)	262	228	344	270	259	207	1,570	\$6,331.34	\$30.00	\$50.00		\$5,276.12	\$6,331.34	\$3.36	4%	\$ 6,559.00	2%	\$ 6,436.93	2%	\$ 6,469.64									
20	Sporting Goods Retailer	248	313	262	281	241	141	1,486	\$6,046.58	\$30.00	\$50.00		\$5,038.82	\$6,046.58	\$3.39	4%	\$ 6,263.87	2%	\$ 6,147.27	2%	\$ 6,178.50									
21	Dentist	240	223	232	209	236	298	1,438	\$5,883.86	\$32.50	\$50.00		\$4,903.22	\$5,883.86	\$3.41	4%	\$ 6,095.22	2%	\$ 5,981.75	2%	\$ 6,012.14									
22	Construction (No Sewer)	36	23	25	26	56	50	216	\$895.80	\$50.00	\$50.00		\$746.50	\$895.80	\$3.46	3%	\$ 927.04	2%	\$ 909.50	2%	\$ 913.95									
23	Retail Store	219	200	237	223	216	218	1,313	\$5,460.79	\$150.00	\$50.00	\$786.00	\$4,550.66	\$5,460.79	\$3.47	4%	\$ 5,656.73	2%	\$ 5,551.40	2%	\$ 5,579.59									
24	Recreational	215	298	194	177	248	159	1,291	\$5,387.57	\$32.50	\$50.00	\$786.00	\$4,489.64	\$5,387.57	\$3.48	4%	\$ 5,580.84	2%	\$ 5,476.91	2%	\$ 5,504.72									
25	Contractor	191	103	572	39	112	131	1,148	\$4,903.48	\$30.00	\$50.00		\$4,086.23	\$4,903.48	\$3.56	4%	\$ 5,079.11	2%	\$ 4,984.49	2%	\$ 5,009.78									
25	Car Wash	217	120	0	0	400	565	1,302	\$5,586.90	\$50.00	\$50.00		\$4,655.75	\$5,586.90	\$3.58	1%	\$ 5,618.78	-1%	\$ 5,514.15	-1%	\$ 5,542.15									
26	Tim Hortons (Restaurant/Coffee	71	159	159	35	0	0	424	\$2,042.24	\$22.67	\$22.67		\$1,701.87	\$2,042.24	\$4.02	24%	\$ 2,532.51	22%	\$ 2,485.12	22%	\$ 2,497.66									
27	Legion	162	230	257	137	105	82	973	\$4,309.55	\$150.00	\$50.00		\$3,591.29	\$4,309.55	\$3.69	4%	\$ 4,463.54	2%	\$ 4,380.33	2%	\$ 4,402.55									
28	Rainbow Motel	150	217	216	132	93	90	898	\$4,053.26	\$30.00	\$50.00		\$3,377.72	\$4,053.26	\$3.76	4%	\$ 4,197.92	2%	\$ 4,119.64	2%	\$ 4,140.52									
29	offices	149	130	155	146	182	132	894	\$4,041.06	\$150.00	\$50.00		\$3,367.55	\$4,041.06	\$3.77	4%	\$ 4,185.27	2%	\$ 4,107.23	2%	\$ 4,128.05									
30	Motel	142	178	122	125	140	147	854	\$3,906.82	\$30.00	\$50.00		\$3,255.68	\$3,906.82	\$3.81	4%	\$ 4,046.13	2%	\$ 3,970.67	2%	\$ 3,990.79									
31	Travel Agency	135	202	157	108	111	97	810	\$3,756.30	\$30.00	\$50.00		\$3,130.25	\$3,756.30	\$3.86	4%	\$ 3,890.13	2%	\$ 3,817.56	2%	\$ 3,836.91									
32	Flint House (Restaurant)	134	198	152	136	101	82	803	\$3,731.89	\$30.00	\$50.00		\$3,109.91	\$3,731.89	\$3.87	4%	\$ 3,864.83	2%	\$ 3,792.74	2%	\$ 3,811.95									
33	Retail Store	134	91	137	127	171	143	803	\$3,731.89	\$150.00	\$50.00	\$786.00	\$3,109.91	\$3,731.89	\$3.87	4%	\$ 3,864.83	2%	\$ 3,792.74	2%	\$ 3,811.95									
34		123	117	244	185	40	30	739	\$3,516.29	\$150.00	\$50.00		\$2,930.24	\$3,516.29	\$3.96	4%	\$ 3,641.37	2%	\$ 3,573.42	2%	\$ 3,591.52									
35	Furniture Retailer	124	75	113	18	264	148	742	\$3,532.56	\$32.50	\$50.00		\$2,943.80	\$3,532.56	\$3.97	3%	\$ 3,649.81	1%	\$ 3,581.70	2%	\$ 3,599.84									

SPREADSHEET NO. 2 - TOWN OF FORT FRANCES - WATER METERS 2022 CONSUMPTION HISTORY

Business Type	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	2021	2021	2021	2021	2021	2021	2021	Scenario 1	Scenario 2	Scenario 3				
	Nov/Dec	Sep/Oct	Jul/Aug	May/Jun	Mar/Apr	Jan/Feb	Total	Revenue	Meter	Environmental	Hydrants	Revenue	Total Revenue	\$/M3							
	M3	M3	M3	M3	M3	M3	M3		Replacement	Fee											
71	Furniture Retailer	47	46	48	42	51	48	282	\$1,966.38	\$30.00	\$50.00		\$1,638.65	\$1,966.38	\$5.81	3%	\$ 2,034.99	2%	\$ 1,996.83	2%	\$ 2,006.88
72	Construction	47	40	41	57	57	39	281	\$1,962.31	\$32.50	\$50.00		\$1,635.26	\$1,962.31	\$5.82	3%	\$ 2,030.77	2%	\$ 1,992.70	2%	\$ 2,002.72
73	Mr. Sub (Restaurant)	47	31	59	55	47	41	280	\$1,958.24	\$30.00	\$50.00		\$1,631.87	\$1,958.24	\$5.84	3%	\$ 2,026.56	2%	\$ 1,988.56	2%	\$ 1,998.57
74	Investments	46	90	60	27	29	24	276	\$1,946.04	\$30.00	\$50.00		\$1,621.70	\$1,946.04	\$5.88	3%	\$ 2,013.91	2%	\$ 1,976.14	2%	\$ 1,986.09
75	Grocery Store	45	36	43	46	51	50	271	\$1,929.77	\$30.00	\$50.00		\$1,608.14	\$1,929.77	\$5.93	3%	\$ 1,997.04	2%	\$ 1,959.59	2%	\$ 1,969.45
76		44	81	67	27	21	26	266	\$1,913.50	\$30.00	\$50.00		\$1,594.58	\$1,913.50	\$5.99	3%	\$ 1,980.18	2%	\$ 1,943.04	2%	\$ 1,952.82
77	Flooring & Paint Retailer	43	42	42	37	47	45	256	\$1,876.88	\$30.00	\$50.00		\$1,564.07	\$1,876.88	\$6.12	3%	\$ 1,942.23	2%	\$ 1,905.80	2%	\$ 1,915.38
78	Clothing Retailer	41	37	42	40	41	44	245	\$1,840.27	\$30.00	\$50.00		\$1,533.56	\$1,840.27	\$6.26	3%	\$ 1,904.29	2%	\$ 1,868.55	2%	\$ 1,877.95
79	Bank	42	12	124	26	27	19	250	\$1,893.16	\$32.50	\$50.00		\$1,577.63	\$1,893.16	\$6.32	1%	\$ 1,921.15	0%	\$ 1,885.11	0%	\$ 1,894.59
80	restaurant	40	38	44	40	39	39	240	\$1,824.00	\$30.00	\$50.00		\$1,520.00	\$1,824.00	\$6.33	3%	\$ 1,887.42	2%	\$ 1,852.00	2%	\$ 1,861.31
81	Auto Body Shop	39	28	39	33	43	54	236	\$1,811.80	\$30.00	\$50.00		\$1,509.83	\$1,811.80	\$6.39	3%	\$ 1,874.77	2%	\$ 1,839.59	2%	\$ 1,848.84
82	Trucking Company	40	17	15	44	82	44	242	\$1,864.68	\$30.00	\$50.00		\$1,553.90	\$1,864.68	\$6.41	2%	\$ 1,895.86	0%	\$ 1,860.28	0%	\$ 1,869.63
83	Hair Salon	39	44	43	41	36	30	233	\$1,799.59	\$30.00	\$50.00		\$1,499.66	\$1,799.59	\$6.44	3%	\$ 1,862.13	2%	\$ 1,827.17	2%	\$ 1,836.36
84	Mechanic	40	13	21	60	17	88	239	\$1,860.61	\$30.00	\$50.00		\$1,550.51	\$1,860.61	\$6.49	1%	\$ 1,883.21	-1%	\$ 1,847.86	0%	\$ 1,857.15
85	Auto Body Shop (No Sewer)	15	19	18	14	13	12	91	\$732.60	\$30.00	\$50.00		\$610.50	\$732.60	\$6.69	-3%	\$ 707.03	-5%	\$ 693.57	-5%	\$ 696.92
86	Bank	36	67	45	22	27	20	217	\$1,746.71	\$32.50	\$50.00		\$1,455.59	\$1,746.71	\$6.70	3%	\$ 1,807.31	2%	\$ 1,773.38	2%	\$ 1,782.29
87	Upholstery & Graphic Design	34	36	34	32	38	30	204	\$1,701.96	\$32.50	\$50.00		\$1,418.30	\$1,701.96	\$6.95	3%	\$ 1,760.94	2%	\$ 1,727.86	2%	\$ 1,736.54
88	Trucking Company	34	43	25	24	32	46	204	\$1,701.96	\$30.00	\$50.00		\$1,418.30	\$1,701.96	\$6.95	3%	\$ 1,760.94	2%	\$ 1,727.86	2%	\$ 1,736.54
89	Laundry mat	34	47	36	29	26	31	203	\$1,697.89	\$30.00	\$50.00		\$1,414.91	\$1,697.89	\$6.98	3%	\$ 1,756.72	2%	\$ 1,723.72	2%	\$ 1,732.38
90	Restaurant	35	9	24	43	49	51	211	\$1,771.12	\$30.00	\$50.00		\$1,475.93	\$1,771.12	\$6.99	1%	\$ 1,786.23	-1%	\$ 1,752.69	-1%	\$ 1,761.49
91	Health Care Facility	33	27	34	34	31	38	197	\$1,677.55	\$30.00	\$50.00		\$1,397.96	\$1,677.55	\$7.10	3%	\$ 1,735.64	2%	\$ 1,703.03	2%	\$ 1,711.59
92	Clothing Retailer	32	27	29	32	41	30	191	\$1,657.21	\$30.00	\$50.00		\$1,381.01	\$1,657.21	\$7.24	3%	\$ 1,714.56	2%	\$ 1,682.34	2%	\$ 1,690.79
93	Law Office	31	38	38	27	34	19	187	\$1,649.08	\$30.00	\$50.00		\$1,374.23	\$1,649.08	\$7.34	3%	\$ 1,701.91	1%	\$ 1,669.93	2%	\$ 1,678.31
94	Office Supplies Retailer	31	34	26	33	33	28	185	\$1,636.87	\$30.00	\$50.00		\$1,364.06	\$1,636.87	\$7.38	3%	\$ 1,693.48	2%	\$ 1,661.65	2%	\$ 1,669.99
95	Gymnastic Club	30	26	44	35	26	21	182	\$1,628.74	\$49.33	\$49.33		\$1,357.28	\$1,628.74	\$7.44	3%	\$ 1,685.04	2%	\$ 1,653.38	2%	\$ 1,661.68
96	Office Space/Apartments	30	39	41	35	23	13	181	\$1,653.14	\$30.00	\$50.00		\$1,377.62	\$1,653.14	\$7.60	2%	\$ 1,680.83	0%	\$ 1,649.24	0%	\$ 1,657.52
97	Vet	33	9	0	92	32	31	197	\$1,803.66	\$150.00	\$50.00		\$1,503.05	\$1,803.66	\$7.64	-4%	\$ 1,735.64	-6%	\$ 1,703.03	-5%	\$ 1,711.59
98	Newspaper	29	26	25	28	35	30	173	\$1,596.19	\$30.00	\$50.00		\$1,330.16	\$1,596.19	\$7.70	3%	\$ 1,651.31	2%	\$ 1,620.27	2%	\$ 1,628.40
99	Plumbing & Heating	31	2	13	46	44	50	186	\$1,742.64	\$30.00	\$50.00		\$1,452.20	\$1,742.64	\$7.81	-3%	\$ 1,697.69	-4%	\$ 1,665.79	-4%	\$ 1,674.15
100	Hair Salon	28	21	51	27	21	19	167	\$1,579.92	\$30.00	\$50.00		\$1,316.60	\$1,579.92	\$7.89	3%	\$ 1,630.23	1%	\$ 1,599.58	2%	\$ 1,607.61
101		25	26	29	25	21		126	\$1,219.19	\$120.00	\$40.00		\$1,015.99	\$1,219.19	\$8.05	22%	\$ 1,487.76	20%	\$ 1,459.75	20%	\$ 1,467.06
102		27	22	16	24	37	34	160	\$1,567.72	\$30.00	\$50.00		\$1,306.43	\$1,567.72	\$8.19	2%	\$ 1,604.94	0%	\$ 1,574.75	1%	\$ 1,582.65
103	Real Estate	25	26	27	24	23	27	152	\$1,527.04	\$30.00	\$50.00		\$1,272.53	\$1,527.04	\$8.35	3%	\$ 1,579.64	1%	\$ 1,549.93	2%	\$ 1,557.70
104	Hair Salon	27	34	60	3	27	13	164	\$1,665.35	\$30.00	\$50.00		\$1,387.79	\$1,665.35	\$8.44	-3%	\$ 1,621.80	-4%	\$ 1,591.31	-4%	\$ 1,599.29
105	Hair Salon	27	40	45	6	25	17	160	\$1,620.60	\$30.00	\$50.00		\$1,350.50	\$1,620.60	\$8.46	-1%	\$ 1,604.94	-3%	\$ 1,574.75	-2%	\$ 1,582.65
106		26	13	12	18	62	24	155	\$1,604.33	\$30.00	\$50.00		\$1,336.94	\$1,604.33	\$8.64	-1%	\$ 1,588.07	-3%	\$ 1,558.20	-2%	\$ 1,566.02
107	Education Institute	29	114	5	19	4	1	172	\$1,799.59	\$30.00	\$50.00		\$1,499.66	\$1,799.59	\$8.74	-8%	\$ 1,647.10	-10%	\$ 1,616.14	-10%	\$ 1,624.24
108	Bank	28	109	9	8	6	9	169	\$1,779.25	\$30.00	\$50.00		\$1,482.71	\$1,779.25	\$8.76	-8%	\$ 1,638.67	-10%	\$ 1,607.86	-9%	\$ 1,615.92
109		26	62	31	17	10	9	155	\$1,632.80	\$30.00	\$50.00		\$1,360.67	\$1,632.80	\$8.79	-3%	\$ 1,588.07	-5%	\$ 1,558.20	-4%	\$ 1,566.02
110	Motel	24	25	19	16	18	42	144	\$1,527.04	\$30.00	\$50.00		\$1,272.53	\$1,527.04	\$8.84	2%	\$ 1,550.12	0%	\$ 1,520.96	0%	\$ 1,528.58
111	Boston Pizza (Restaurant)	24	27	25	14	20	32	142	\$1,514.83	\$150.00	\$50.00		\$1,262.36	\$1,514.83	\$8.91	2%	\$ 1,541.69	0%	\$ 1,512.68	0%	\$ 1,520.26
112	Trucking Company	23	22	20	16	25	34	140	\$1,502.63	\$30.00	\$50.00		\$1,252.19	\$1,502.63	\$8.92	2%	\$ 1,537.48	0%	\$ 1,508.55	1%	\$ 1,516.11
113		24	39	41	18	15	9	146	\$1,579.92	\$150.00	\$50.00		\$1,316.60	\$1,579.92	\$8.99	-1%	\$ 1,558.56	-3%	\$ 1,529.24	-3%	\$ 1,536.90
114	Construction Company	23	26	24	15	32	19	139	\$1,506.70	\$30.00	\$50.00		\$1,255.58	\$1,506.70	\$9.02	2%	\$ 1,533.26	0%	\$ 1,504.41	0%	\$ 1,511.95
115	Bell Telephone	22	32	25	19	18	18	134	\$1,486.36	\$150.00	\$50.00	\$187.50	\$1,238.63	\$1,486.36	\$9.22	2%	\$ 1,516.39	0%	\$ 1,487.86	1%	\$ 1,495.31
116	U Brew Cheers	0	19	34	33	32	24	142	\$1,314.97	\$29.00	\$48.33		\$1,314.97	\$1,314.97	\$9.26						
117	Landscaping	22	17	28	18	22	25	132	\$1,478.22	\$30.00	\$50.00		\$1,231.85	\$1,478.22	\$9.33	2%	\$ 1,507.96	0%	\$ 1,479.58	1%	\$ 1,486.99
118	Tess's Kitchen (Restaurant)	21	25	26	17	21	17	127	\$1,466.02	\$30.00	\$50.00		\$1,221.68	\$1,466.02	\$9.60	2%	\$ 1,491.10	0%	\$ 1,463.03	0%	\$ 1,470.35
119	Motel	23	74	29	4	3	5	138	\$1,673.48	\$50.00	\$50.00		\$1,394.57	\$1,673.48	\$10.11	-9%	\$ 1,529.04	-10%	\$ 1,500.27	-10%	\$ 1,507.79
120	Hair Salon	21	28	33	0	28	15	125	\$1,535.17	\$30.00	\$50.00		\$1,279.31	\$1,535.17	\$10.25	-3%	\$ 1,482.66	-5%	\$ 1,454.75	-5%	\$ 1,462.04
121	Hair Salon				15	27	23	65	\$683.46	\$18.50	\$27.50		\$683.46	\$683.46	\$10.51						
122	Bank	19	20	15	19	20	19	112	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$10.58	1%	\$ 1,436.29	-1%	\$ 1,409.23	0%	\$ 1,416.29
123	Tire Shop	18	20	18	17	19	18	110	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$10.70	1%	\$ 1,432.07	-1%	\$ 1,405.10	0%	\$ 1,412.13
124	Contractor					3	25	28	\$300.39	\$7.20	\$12.00		\$300.39	\$300.39	\$10.73						
125	Accounting Office	21	2	1	2	31	71	128	\$1,669.42	\$30.00	\$50.00		\$1,391.18	\$1,669.42	\$10.83	-10%	\$ 1,495.31	-12%	\$ 1,467.17	-12%	\$ 1,474.51
126	Car Dealership	19	53	6	9	19	9	115	\$1,551.44	\$30.00	\$50.00		\$1,292.87	\$1,551.44	\$11.22	-7%	\$ 1,448.94	-8%	\$ 1,421.65	-8%	\$ 1,428.76
127	Clothing Retailer	18	11	12	9	23	37	110	\$1,498.56	\$30.00	\$50.00		\$1,248.80	\$1,498.56	\$11.31	-4%	\$ 1,432.07	-6%	\$ 1,405.10	-6%	\$ 1,412.13
128	Chiropractor	18	10	12	11	20	35	106	\$1,478.22	\$30.00	\$50.00		\$1,231.85	\$1,478.22	\$11.67	-4%	\$ 1,415.21	-6%	\$ 1,388.54	-6%	\$ 1,395.49
129	Drug Store	17	12	14	19	25	15	102	\$1,437.54	\$30.00	\$50.00		\$1,197.95	\$1,437.54	\$11.74	-2%	\$ 1,402.56	-4%	\$ 1,376.13	-4%	\$ 1,383.01
130	Club 88 (Night Club)						3	3	\$35.44	\$0.67	\$0.67		\$35.44	\$35.44	\$11.81						
131	Printing</																				

SPREADSHEET NO. 2 - TOWN OF FORT FRANCES - WATER METERS 2022 CONSUMPTION HISTORY

Business Type	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	2021	2021	2021	2021	2021	2021	2021	Scenario 1 2022 % Increase	Scenario 1 2022 Annual Rate	Scenario 2 2022 % Increase	Scenario 2 2022 Annual Rate	Scenario 3 2022 % Increase	Scenario 3 2022 Annual Rate	
	Nov/Dec	Sep/Oct	Jul/Aug	May/Jun	Mar/Apr	Jan/Feb	Total	Revenue	Meter	Environmental	Hydrants	Revenue	Total Revenue	\$/M3							
	M3	M3	M3	M3	M3	M3	M3		Replacement	Fee											
146	Gas Station	12	5	9	14	22	9	71	\$1,425.34	\$30.00	\$50.00		\$1,187.78	\$1,425.34	\$16.78	-9%	\$ 1,292.93	-11%	\$ 1,268.54	-11%	\$ 1,274.88
147	Law Office	11	9	22	8	8	7	65	\$1,425.34	\$30.00	\$50.00		\$1,187.78	\$1,425.34	\$18.33	-11%	\$ 1,271.85	-12%	\$ 1,247.85	-12%	\$ 1,254.08
148	Electronics Retailer	10	3	2	7	13	27	62	\$1,445.68	\$30.00	\$50.00		\$1,204.73	\$1,445.68	\$19.31	-13%	\$ 1,263.42	-14%	\$ 1,239.57	-14%	\$ 1,245.76
149	Railway Company	10	9	9	10	10	11	59	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$20.09	-12%	\$ 1,250.77	-13%	\$ 1,227.16	-13%	\$ 1,233.28
150	General Supply Retailer	10	10	8	10	11	10	59	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$20.09	-12%	\$ 1,250.77	-13%	\$ 1,227.16	-13%	\$ 1,233.28
151	Locker Eye Glasses	10	7	8	9	13	11	58	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$20.50	-12%	\$ 1,246.56	-14%	\$ 1,223.02	-13%	\$ 1,229.12
152	Dollar Store	10	6	10	9	11	12	58	\$1,417.20	\$32.50	\$50.00		\$1,181.00	\$1,417.20	\$20.50	-12%	\$ 1,246.56	-14%	\$ 1,223.02	-13%	\$ 1,229.12
153	Insurance	9	15	9	5	10	8	56	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$20.94	-12%	\$ 1,242.34	-14%	\$ 1,218.88	-14%	\$ 1,224.97
154	Electronics Retailer	9	3	13	3	2	26	56	\$1,441.61	\$30.00	\$50.00		\$1,201.34	\$1,441.61	\$21.30	-14%	\$ 1,242.34	-15%	\$ 1,218.88	-15%	\$ 1,224.97
155	K & M Trucking				5	12	11	28	\$598.37	\$15.20	\$25.33		\$598.37	\$598.37	\$21.37						
156	Retail Store	9	15	8	7	8	7	54	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$21.87	-13%	\$ 1,233.91	-15%	\$ 1,210.61	-14%	\$ 1,216.65
157	Mike Carmody Equipment	9	16	15	11	1	1	53	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$22.37	-13%	\$ 1,229.69	-15%	\$ 1,206.47	-14%	\$ 1,212.49
158	Law Office	9	10	8	8	9	8	52	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$22.89	-14%	\$ 1,225.48	-15%	\$ 1,202.33	-15%	\$ 1,208.33
159	Accounting Office	8	7	6	7	13	9	50	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$23.43	-14%	\$ 1,221.26	-15%	\$ 1,198.19	-15%	\$ 1,204.17
160	Beer Store	8	9	8	9	8	7	49	\$1,417.12	\$30.00	\$50.00		\$1,180.93	\$1,417.12	\$24.00	-14%	\$ 1,217.04	-16%	\$ 1,194.06	-15%	\$ 1,200.01
161	Furniture Retailer	8	8	8	7	9	9	49	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$24.00	-14%	\$ 1,217.04	-16%	\$ 1,194.06	-15%	\$ 1,200.01
162	Frequency Hearing	5	7	3				15	\$434.60	\$9.20	\$15.33		\$362.17	\$434.60	\$24.14	152%	\$ 1,096.88	148%	\$ 1,076.12	149%	\$ 1,081.48
163		8	19	5	6	5	4	47	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$25.24	-15%	\$ 1,208.61	-16%	\$ 1,185.78	-16%	\$ 1,191.69
164	Chiropractor	8	9	7	8	8	7	47	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$25.24	-15%	\$ 1,208.61	-16%	\$ 1,185.78	-16%	\$ 1,191.69
165	Flooring Retailer	7	8	7	6	10	6	44	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$26.60	-15%	\$ 1,200.18	-17%	\$ 1,177.50	-16%	\$ 1,183.37
166	Duty Free	7	7	7	4	10	9	44	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$26.60	-15%	\$ 1,200.18	-17%	\$ 1,177.50	-16%	\$ 1,183.37
167		7	11	9	5	8	3	43	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$27.34	-16%	\$ 1,195.96	-17%	\$ 1,173.37	-17%	\$ 1,179.21
168	Border Travel	7	8	6	10	5	7	43	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$27.34	-16%	\$ 1,195.96	-17%	\$ 1,173.37	-17%	\$ 1,179.21
169		7	0	0	6	21		34	\$1,137.83	\$23.00	\$38.33		\$948.19	\$1,137.83	\$28.09	2%	\$ 1,162.76	0%	\$ 1,140.78	1%	\$ 1,146.46
170	R&B Auto	7	6	6	5	8	8	40	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$29.82	-17%	\$ 1,183.31	-18%	\$ 1,160.95	-18%	\$ 1,166.74
171		7	8	3	4	8	10	40	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$29.82	-17%	\$ 1,183.31	-18%	\$ 1,160.95	-18%	\$ 1,166.74
172		6	11	8	5	6	2	38	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$30.76	-17%	\$ 1,179.10	-18%	\$ 1,156.81	-18%	\$ 1,162.58
173	Customs Building	6	0	1	8	17	6	38	\$1,417.20	\$50.00	\$50.00		\$1,181.00	\$1,417.20	\$30.76	-17%	\$ 1,179.10	-18%	\$ 1,156.81	-18%	\$ 1,162.58
174	vacant	6	6	9	8	7	0	36	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$32.81	-17%	\$ 1,170.66	-19%	\$ 1,148.54	-19%	\$ 1,154.26
175		6	9	8	0	7	5	35	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$33.94	-18%	\$ 1,166.45	-19%	\$ 1,144.40	-19%	\$ 1,150.10
176	Retail Store	6	4	6	5	5	9	35	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$33.94	-18%	\$ 1,166.45	-19%	\$ 1,144.40	-19%	\$ 1,150.10
177	Clothing/Sporting Good Retailer	6	4	4	4	5	11	34	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$35.15	-18%	\$ 1,162.23	-20%	\$ 1,140.26	-19%	\$ 1,145.94
178	Warehouse	6	10	5	6	6	1	34	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$35.15	-18%	\$ 1,162.23	-20%	\$ 1,140.26	-19%	\$ 1,145.94
179	Jewellery Store	5	6	6	5	5	5	32	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$36.45	-18%	\$ 1,158.02	-20%	\$ 1,136.12	-19%	\$ 1,141.78
180	Florist	5	5	6	6	7	1	30	\$1,327.44	\$28.10	\$46.83		\$1,106.20	\$1,327.44	\$36.87	-13%	\$ 1,149.58	-15%	\$ 1,127.85	-15%	\$ 1,133.46
180	Florist					2	2	2	\$74.80	\$1.90	\$3.17		\$74.80	\$74.80	\$37.40						
182	Piston Ring	5	6	5	4	6	5	31	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$37.85	-19%	\$ 1,153.80	-20%	\$ 1,131.99	-20%	\$ 1,137.62
183	Retail Store	5	6	5	4	5	6	31	\$1,417.20	\$32.50	\$50.00		\$1,181.00	\$1,417.20	\$37.85	-19%	\$ 1,153.80	-20%	\$ 1,131.99	-20%	\$ 1,137.62
184	Electronics Retailer	5	5	4	6	6	4	30	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$39.37	-19%	\$ 1,149.58	-20%	\$ 1,127.85	-20%	\$ 1,133.46
185	Clothing Retailer	5	7	6	4	4	3	29	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$41.01	-19%	\$ 1,145.37	-21%	\$ 1,123.71	-20%	\$ 1,129.31
186	Herbal Magic			2	5	7	6	20	\$830.64	\$21.10	\$35.17		\$830.64	\$830.64	\$41.53						
187	Electrician	5	5	4	4	5	5	28	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$42.79	-19%	\$ 1,141.15	-21%	\$ 1,119.57	-21%	\$ 1,125.15
188	Jay Burnett	4	5	3	6	5	2	25	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$46.87	-20%	\$ 1,132.72	-22%	\$ 1,111.30	-21%	\$ 1,116.83
189		4	4	5	4	4	3	24	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$49.21	-20%	\$ 1,128.50	-22%	\$ 1,107.16	-21%	\$ 1,112.67
190	West End Motors	3	2	6	1			12	\$708.60	\$15.00	\$25.00		\$590.50	\$708.60	\$49.21	53%	\$ 1,086.34	50%	\$ 1,065.78	51%	\$ 1,071.08
191	Lakehead Freightways	4	3	4	3	4	4	22	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$54.68	-21%	\$ 1,120.07	-22%	\$ 1,098.88	-22%	\$ 1,104.35
192	Optometrist	4	4	4	3	4	3	22	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$54.68	-21%	\$ 1,120.07	-22%	\$ 1,098.88	-22%	\$ 1,104.35
193	Office Supplies Retailer	3	4	3	3	3	4	20	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$57.89	-21%	\$ 1,115.85	-23%	\$ 1,094.74	-22%	\$ 1,100.19
194	Bowling Alley			0	0	1	13	14	\$822.76	\$20.90	\$34.83		\$822.76	\$822.76	\$58.77						
195	Tourist Information	3	3	2	4	4	3	19	\$1,398.30	\$32.07	\$49.33		\$1,165.25	\$1,398.30	\$60.69	-21%	\$ 1,111.64	-22%	\$ 1,090.61	-22%	\$ 1,096.03
196	Fastenal Canada	3	3	3	3	3	4	19	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$61.51	-22%	\$ 1,111.64	-23%	\$ 1,090.61	-23%	\$ 1,096.03
197		3	5	0	3	5	2	18	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$65.61	-22%	\$ 1,107.42	-23%	\$ 1,086.47	-23%	\$ 1,091.87
198		3	3	3	2	2	3	16	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$75.71	-22%	\$ 1,098.99	-24%	\$ 1,078.19	-24%	\$ 1,083.55
199	Construction Company	2	2	4	2	2	2	14	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$82.01	-23%	\$ 1,094.77	-24%	\$ 1,074.05	-24%	\$ 1,079.40
200		2	2	2	2	3	3	14	\$1,417.20	\$32.50	\$50.00		\$1,181.00	\$1,417.20	\$82.01	-23%	\$ 1,094.77	-24%	\$ 1,074.05	-24%	\$ 1,079.40
201	vacant	2	3	1	0		6	13	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$89.47	-23%	\$ 1,090.56	-25%	\$ 1,069.92	-24%	\$ 1,075.24
202	Tire Shop	2	2	1				5	\$491.29	\$10.40	\$17.33		\$409.41	\$491.29	\$90.98	116%	\$ 1,059.99	112%	\$ 1,039.92	113%	\$ 1,045.08
203	Forestry Company	2	2	1	2	3	2	12	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$98.42	-23%	\$ 1,086.34	-25%	\$ 1,065.78	-24%	\$ 1,071.08
204	Land Titles Building	2	1	2	2	1	3	11	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$109.35	-24%	\$ 1,082.12	-25%	\$ 1,061.64	-25%	\$ 1,066.92
205	office	2	0	1	3	2	3	11	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$109.35	-24%	\$ 1,082.12	-25%	\$ 1,061.64	-25%	\$ 1,066.92
206																					

SPREADSHEET NO. 2 - TOWN OF FORT FRANCES - WATER METERS 2022 CONSUMPTION HISTORY

Business Type	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	2021	2021	2021	2021	2021	2021	2021	Scenario 1 2022 % Increase	Scenario 2 2022 % Increase	Scenario 3 2022 % Increase
	Nov/Dec	Sep/Oct	Jul/Aug	May/Jun	Mar/Apr	Jan/Feb	Total	Revenue	Meter	Environmental	Hydrants	Revenue	Total Revenue	\$/M3			
	M3	M3	M3	M3	M3	M3	M3		Replacement	Fee							
221	KFC (Restaurant)						0							-			
222	Trucking Company						0							-			
223	Pulp & Paper Mill						0							-			
224	Nelson St. Scale Shack													-			
225	Vacant						0							-			
226	Rendezvous (Restaurant)						0				-			-			
227	Old Library						0				-			-			
228	Peat Moss Plant						0							-			
229	Road Management (No Sewer)						0				-			-			
230	Pulp & Paper Mill						0				-			-			
231							0							#DIV/0!			
232	Pizza Hut	0	0				0	\$330.68	\$7.00	\$11.67		\$275.57	\$330.68	#DIV/0!	216% \$ 1,044.18	-27% \$ 1,029.84	211% \$ 1,029.49
233	DeGagne Construction	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-26% \$ 1,044.18	73% \$ 1,030.84	-27% \$ 1,029.49
234		0	0					\$56.69	\$1.20	\$2.00		\$47.24	\$56.69	#DIV/0!	1742% \$ 1,044.18	173% \$ 1,031.84	1716% \$ 1,029.49
235	Potato Chip Distributor	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-26% \$ 1,044.18	273% \$ 1,032.84	-27% \$ 1,029.49
236	Law Office	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-26% \$ 1,044.18	373% \$ 1,033.84	-27% \$ 1,029.49
237	Recreational	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-26% \$ 1,044.18	473% \$ 1,034.84	-27% \$ 1,029.49
238	UPS Store	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-26% \$ 1,044.18	573% \$ 1,035.84	-27% \$ 1,029.49
239							0							#DIV/0!			
240							0							#DIV/0!			
241	Chiropractor	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-26% \$ 1,044.18	873% \$ 1,038.84	-27% \$ 1,029.49
242	Cemetery	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-26% \$ 1,044.18	973% \$ 1,039.84	-27% \$ 1,029.49
															\$ 589,140.30	\$ 578,209.77	\$ 581,039.60

INSTITUTIONAL METERS

1	Hospital	5,420	5,668	6,087	5,788	5,167	4,389	32,519	\$129,068.47	\$225.00	\$50.00		\$107,557.06	\$129,068.47	\$3.31	3%	\$ 133,373.75	1%	\$ 130,899.49	2%	\$ 131,567.36
2	Rainycrest Home for Aged	4,390	4,456	5,620	4,019	4,020	3,833	26,338	\$104,714.54	\$225.00	\$50.00		\$87,262.12	\$104,714.54	\$3.31	3%	\$ 108,207.71	1%	\$ 106,200.23	2%	\$ 106,742.06
3	Pool	1,782	1,160	2,458	2,130	1,776	1,387	10,693	\$43,075.61	\$225.00	\$50.00		\$35,896.34	\$43,075.61	\$3.36	3%	\$ 44,513.36	1%	\$ 43,687.30	2%	\$ 43,910.11
4	Fort Frances High School	601	896	587	385	601	537	3,607	\$15,156.77	\$170.00	\$50.00		\$12,630.64	\$15,156.77	\$3.50	3%	\$ 15,663.53	1%	\$ 15,372.59	2%	\$ 15,450.90
5	Customs Building	495	472	532	464	462	543	2,968	\$12,636.74	\$50.00	\$50.00		\$10,530.62	\$12,636.74	\$3.55	3%	\$ 13,059.47	1%	\$ 12,816.83	2%	\$ 12,882.10
6	Sewage Treatment Plant	446	580	530	365	370	385	2,676	\$11,487.84	\$150.00	\$50.00		\$9,573.20	\$11,487.84	\$3.58	3%	\$ 11,872.26	1%	\$ 11,651.64	2%	\$ 11,710.96
7	Ontario District Jail	420	382	382	309	505	521	2,519	\$10,868.47	\$150.00	\$50.00	\$187.50	\$9,057.06	\$10,868.47	\$3.60	3%	\$ 11,232.24	1%	\$ 11,023.48	2%	\$ 11,079.60
8	Fort Frances Clinic	387	350	1,007	269	144	165	2,322	\$10,093.08	\$50.00	\$50.00		\$8,410.90	\$10,093.08	\$3.62	3%	\$ 10,430.99	1%	\$ 10,237.10	2%	\$ 10,289.20
9	Health Care Facility	357	532	432	289	293	241	2,144	\$9,393.34	\$30.00	\$50.00		\$7,827.78	\$9,393.34	\$3.65	3%	\$ 9,707.91	1%	\$ 9,527.43	2%	\$ 9,575.91
10	Robert Moore School	462	415	1,895	0	0	0	2,772	\$12,149.76	\$170.00	\$50.00		\$10,124.80	\$12,149.76	\$3.65	1%	\$ 12,263.11	-1%	\$ 12,035.24	0%	\$ 12,096.52
11	Park/Water Fountain	159	17	320	140			636	\$2,836.08	\$15.60	\$26.00		\$2,363.40	\$2,836.08	\$3.72	26%	\$ 3,566.63	23%	\$ 3,500.07	24%	\$ 3,517.79
12	J. W. Walker School	251	396	109	182	287	282	1,507	\$6,882.77	\$150.00	\$50.00	\$187.50	\$5,735.64	\$6,882.77	\$3.81	3%	\$ 7,113.62	1%	\$ 6,981.27	2%	\$ 7,016.75
13	Public Works	215	169	260	352	217	76	1,289	\$6,022.27	\$50.00	\$50.00		\$5,018.56	\$6,022.27	\$3.89	3%	\$ 6,224.43	1%	\$ 6,108.57	2%	\$ 6,139.60
14	St. Mary's School	193	290	168	99	227	181	1,158	\$5,506.92	\$225.00	\$50.00		\$4,589.10	\$5,506.92	\$3.96	3%	\$ 5,691.90	1%	\$ 5,585.91	2%	\$ 5,614.28
15	MNR	187	201	203	171	185	174	1,121	\$5,360.35	\$150.00	\$50.00	\$187.50	\$4,466.96	\$5,360.35	\$3.99	3%	\$ 5,540.44	1%	\$ 5,437.26	2%	\$ 5,464.87
16	Ambulance Garage	165	171	168	155	158	173	990	\$4,845.00	\$30.00	\$50.00		\$4,037.50	\$4,845.00	\$4.08	3%	\$ 5,007.90	1%	\$ 4,914.60	2%	\$ 4,939.55
17	Offices	170	0	785	15	30	18	1,018	\$5,081.40	\$30.00	\$50.00		\$4,234.50	\$5,081.40	\$4.16	1%	\$ 5,120.27	-1%	\$ 5,024.89	-1%	\$ 5,050.39
18	Public Library	132	162	189	200	43	68	794	\$4,074.34	\$150.00	\$50.00		\$3,395.28	\$4,074.34	\$4.27	3%	\$ 4,211.54	1%	\$ 4,133.01	2%	\$ 4,153.96
19	St. Francis School	84	84	142	76	44	73	503	\$2,925.43	\$32.50	\$50.00	\$187.50	\$2,437.86	\$2,925.43	\$4.85	3%	\$ 3,024.33	1%	\$ 2,967.82	2%	\$ 2,982.82
20	Sportsplex	86	205	11	10	70	136	518	\$3,076.73	\$170.00	\$50.00	\$786.00	\$2,563.94	\$3,076.73	\$4.95	0%	\$ 3,087.84	-2%	\$ 3,030.15	-1%	\$ 3,045.48
21	St. Francis School	70	152	57	25	48	69	421	\$2,603.93	\$32.50	\$50.00		\$2,169.94	\$2,603.93	\$5.15	3%	\$ 2,692.10	1%	\$ 2,641.76	2%	\$ 2,655.10
22	Office	60	76	59	59	58	46	358	\$2,353.34	\$30.00	\$50.00		\$1,961.12	\$2,353.34	\$5.48	3%	\$ 2,433.16	1%	\$ 2,387.62	2%	\$ 2,399.66
23	OPP Station	56	50	60	46	57	67	336	\$2,268.24	\$225.00	\$50.00		\$1,890.20	\$2,268.24	\$5.63	3%	\$ 2,345.22	1%	\$ 2,301.31	2%	\$ 2,312.91
24	Offices	56	38	48	50	68	74	334	\$2,258.78	\$30.00	\$50.00		\$1,882.32	\$2,258.78	\$5.64	3%	\$ 2,335.45	1%	\$ 2,291.72	2%	\$ 2,303.27
25	Park	26	28	67	34	0	155	\$1,176.55	\$18.53	\$28.50		\$980.46	\$1,176.55	\$6.33	37%	\$ 1,607.48	34%	\$ 1,577.26	35%	\$ 1,585.17	
26	Northwestern Health Unit	53	31	34	64	81	55	318	\$2,197.32	\$30.00	\$50.00		\$1,831.10	\$2,197.32	\$5.76	3%	\$ 2,271.93	1%	\$ 2,229.38	2%	\$ 2,240.62
27	Post Office	53	29	51	43	83	58	317	\$2,192.59	\$32.50	\$50.00		\$1,827.16	\$2,192.59	\$5.77	3%	\$ 2,267.05	1%	\$ 2,224.59	2%	\$ 2,235.80
28	Offices	52	18	38	15	44	147	314	\$2,216.23	\$30.00	\$50.00		\$1,846.86	\$2,216.23	\$5.87	2%	\$ 2,257.28	0%	\$ 2,215.00	0%	\$ 2,226.16
29	MTO	52	28	80	98	48	5	311	\$2,239.87	\$30.00	\$50.00		\$1,866.56	\$2,239.87	\$6.01	0%	\$ 2,242.62	-2%	\$ 2,200.61	-1%	\$ 2,211.70
30	Court House	48	27	25	59	79	48	286	\$2,069.66	\$150.00	\$50.00	\$187.50	\$1,724.72	\$2,069.66	\$6.04	3%	\$ 2,140.02	1%	\$ 2,099.92	2%	\$ 2,110.49
31	MNR	43	33	79	56	21	27	259	\$1,965.65	\$32.50	\$50.00		\$1,638.04	\$1,965.65	\$6.32	3%	\$ 2,032.54	1%	\$ 1,994.42	2%	\$ 2,004.46
32	Ambulance Garage	43	40	43	42	43	47	258	\$1,960.92	\$30.00	\$50.00		\$1,634.10	\$1,960.92	\$6.33	3%	\$ 2,027.65	1%	\$ 1,989.63	2%	\$ 1,999.64
33	Daycare	42	48	42	56	47	15	250	\$1,951.46	\$50.00	\$50.00		\$1,626.22	\$1,951.46	\$6.52	2%	\$ 1,993.45	0%	\$ 1,956.06	1%	\$ 1,965.91
34		36	35	26	24	60	36	217	\$1,800.17	\$30.00	\$50.00		\$1,500.14	\$1,800.17	\$6.91	3%	\$ 1,861.54	1%	\$ 1,826.60	2%	\$ 1,835.78
35	School Board Office	30	52	22	31	39	7	181	\$1,719.79	\$32.50	\$50.00		\$1,433.16	\$1,719.79	\$7.91	0%	\$ 1,714.97	-2%	\$ 1,682.75	-2%	\$ 1,691.20
36	Institutional			1	17	32	38	88	\$846.48	\$18.50	\$30.83		\$846.48	\$846.48	\$9.62						
37	MNR	21	18	23	32	17	14	125	\$1,488.12	\$150.00	\$50.00		\$1,240.10	\$1,488.12	\$9.94	0%	\$ 1,485.34	-2%	\$ 1,457.38	-2%	\$ 1,464.68
38	Museum	18	20	28	14	16	14	110	\$1,455.02	\$30.00	\$50.00		\$1,212.52	\$1,455.02	\$10.98	-2%	\$ 1,426.71	-4%	\$ 1,399.84	-3%	\$ 1,406.84
39	School Board Office	18	25	14	16	20	14	107	\$1,440.84	\$50.00	\$50.00		\$1,200.70	\$1,440.84	\$11.24	-2%	\$ 1,412.06	-4%	\$ 1,385.45	-3%	\$ 1,392.39
40							20	20	\$236.20	\$30.00	\$10.00		\$236.20	\$236.20	\$11.81						
41	Sister Kennedy Centre	8	27	15	0	0	0	50	\$793.66	\$17.44	\$26.83		\$661.38	\$793.66	\$13.12	49%	\$ 1,182.43	46%	\$ 1,160.09	47%	\$ 1,165.87
42	Youth Justice Facility	16	20	20	15	15	10	96	\$1,417.20	\$150.00	\$50.00		\$1,181.00	\$1,417.20	\$12.30	-3%	\$ 1,368.09	-5%	\$ 1,342.30	-5%	\$ 1,349.01
43	Mclrvine Rink	14	0	0	0	0	72	86	\$1,663.06	\$50.00	\$50.00		\$1,385.88	\$1,663.06	\$16.04	-20%	\$ 1,329.00	-22%	\$ 1,303.94	-21%	\$ 1,310.45
44	St. Michael's School	12	12	12	12	13	12	73	\$1,417.20	\$150.00	\$50.00		\$1,181.00	\$1,417.20	\$16.13	-10%	\$ 1,275.26	-12%	\$ 1,251.19	-11%	\$ 1,257.44
45	Probation Office	11	11	12	10	13	10	67	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$17.57	-12%	\$ 1,250.83	-13%	\$ 1,227.22	-13%	\$ 1,233.34
46	Northwestern Health Unit	11	15	12	9	10	10	67	\$1,417.20	\$32.50	\$50.00		\$1,181.00	\$1,417.20	\$17.57	-12%	\$ 1,250.83	-13%	\$ 1,227.22	-13%	\$ 1,233.34
47	Utility Company	10	11	11	10	11	9	62	\$1,417.20	\$32.50	\$50.00		\$1,181.00	\$1,417.20	\$18.93	-100%	\$ -	-100%	\$ -	-100%	\$ -
48	Office	10	13	2	2	13	18	58	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$20.50	-14%	\$ 1,211.75	-16%	\$ 1,188.86	-16%	\$ 1,194.79
49	Utility Company	9	7	6	6	11	14	53	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$22.37	-16%	\$ 1,192.20	-17%	\$ 1,169.68	-17%	\$ 1,175.51
50	East End Hall	6	2	0	1	3	25	37	\$1,440.84	\$32.50	\$50.00		\$1,200.70	\$1,440.84	\$32.28	-22%	\$ 1,128.69	-23%	\$ 1,107.34	-23%	\$ 1,112.85
51	Town Hall	4	1	0	1	2	15	23	\$1,417.20	\$170.00	\$50.00		\$1,181.00	\$1,417.20	\$51.80	-24%	\$ 1,070.06	-26%	\$ 1,049.80	-26%	\$ 1,055.02

SPREADSHEET NO. 2 - TOWN OF FORT FRANCES - WATER METERS 2022 CONSUMPTION HISTORY

Business Type	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	Consumption	2021	2021	2021	2021	2021	2021	2021	Scenario 1		Scenario 2		Scenario 3		
	Nov/Dec	Sep/Oct	Jul/Aug	May/Jun	Mar/Apr	Jan/Feb	Total	Revenue	Meter	Environmental	Hydrants	Revenue	Total Revenue	\$/M3	2022	2022	2022	2022	2022	2022	
	M3	M3	M3	M3	M3	M3	M3		Replacement	Fee					% Increase	Annual Rate	% Increase	Annual Rate	% Increase	Annual Rate	
52		1	3	3	0	0	0	7	\$566.88	\$12.00	\$20.00		\$472.40	\$566.88	\$65.61	78%	\$ 1,006.55	74%	\$ 987.47	75%	\$ 992.37
53	Institutional	1	1	1	0	0	1	4	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$328.06	-30%	\$ 991.89	-31%	\$ 973.08	-31%	\$ 977.91
54	MPAC Office	0	1	0	0	1	0	2	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$492.08	-30%	\$ 987.01	-32%	\$ 968.29	-31%	\$ 973.09
55	Institutional	0	0	2	0	0	0	2	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	\$492.08	-30%	\$ 987.01	-32%	\$ 968.29	-31%	\$ 973.09
56	North End Rink							0							-						
57	Public Works Dog Pound	0	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-31%	\$ 977.23	-32%	\$ 958.70	-32%	\$ 963.45
58	Sports Field							0							#DIV/0!						
59	Park														#DIV/0!						
60	Park							0							#DIV/0!						
61	Park	0	0	0	0	0	0	0	\$1,417.20	\$30.00	\$50.00		\$1,181.00	\$1,417.20	#DIV/0!	-31%	\$ 977.23	-32%	\$ 958.70	-32%	\$ 963.45
62	Rainy Lake Square							0							#DIV/0!						
Total		0	20,639	21,528	20,515	16,986	17,883	103,544		\$ 4,931.74	\$ 3,245.32	\$ 1,891.80	\$ 465,498.15		\$ 467,389.95		\$ 473,645.87		\$ 464,838.31		\$ 467,202.97
Grandtotal								206,839		\$ 15,907.89	\$ 16,580.31	\$ 7,274.40	\$ 1,087,589.91		\$ 1,094,864.31						
FLAT RATE COMMERCIAL																					
1	Lot	-	-	-	-	-	-	-		-	-	-	-		-						
2	Water Treatment Plant	-	-	-	0	-	0	-		-	\$50.00	\$0.00	\$1,181.00		\$1,181.00						
3	Parking Lot	-	-	-	-	-	-	-		-		-									
4	Point Park Office	-	-	-	-	-	-	-		-											
5	Point Park Sanitary Pump Station	-	-	-	-	-	-	-		-											
Total										\$ -	\$ 50.00	\$ -	\$ 1,181.00		\$1,181.00						
Grandtotal										\$ 15,907.89	\$ 16,630.31	\$ 7,274.40	\$ 1,088,770.91		\$ 1,096,045.31						
COUCHICHING																					
1	Non-Resident	1,800	1,866	2,199	1,405	1,663	1,867	10,800		\$420.00			\$54,188.30	\$54,188.30	\$5.02						
2	Non-Resident	16,648	15,470	23,470	16,130	13,740	14,430	99,888		\$700.00			\$501,113.10	\$501,113.10	\$5.02						
Total		18448	17336	25669	17535	15403	16297	110,688		\$ 1,120.00	\$ -	\$ -	\$ 555,301.40		\$ 10.03						
Grandtotal								332,535		\$ 1,120.00	\$ 50.00	\$ -	\$ 556,482.40		\$ 1,191.03						
NON-RESIDENT																					
1	Non-Resident	15	17	13	8	22	17	92		\$30.00			\$1,091.90	\$1,091.90	\$11.82						
2	Non-Resident	143	177	136	122	138	143	859		\$150.00		\$786.00	\$4,318.62	\$5,104.62	\$5.03						
3	Non-Resident	144	118	126	113	213	152	866		\$150.00			\$4,354.74	\$4,354.74	\$5.03						
4	Non-Resident	50	34	101	45	37	33	300		\$32.50			\$1,543.40	\$1,543.40	\$5.14						
5	Non-Resident	57	57	55	52	57	64	342		\$150.00			\$1,724.00	\$1,724.00	\$5.04						
6	Non-Resident	191	237	195	175	165	185	1,148		\$150.00			\$2,989.24	\$2,989.24	\$2.60						
7	Non-Resident	193	91	469	320	46	37	1,156		\$170.00		\$786.00	\$5,805.56	\$6,591.56	\$5.02						
Total		794	731	1095	835	678	631	4764		\$ 832.50		\$ 1,572.00	\$ 21,827.46		\$ 39.68						
Grandtotal								337299		\$ 1,952.50		\$ 1,572.00	\$ 578,309.86		\$ 1,230.72						
HYDRANTS & SPRINKLERS ONLY																					
1	Apartment Building	-	-	-	-	-	-	-		\$0.00		\$187.50	\$873.50	\$1,273.20							
2	Apartment Building	-	-	-	-	-	-	-		\$0.00		\$187.50	\$873.50	\$1,273.20							
3	Apartment Building	-	-	-	-	-	-	-		\$0.00		\$187.50	\$873.50	\$1,273.20							
4	Apartment Building	-	-	-	-	-	-	-		\$0.00		\$786.00	\$873.50	\$1,991.40							
5	Apartment Building	-	-	-	-	-	-	-		\$0.00		\$786.00	\$873.50	\$1,991.40							
6	Vacant Lot	-	-	-	-	-	-	-		\$0.00											
7	Church	-	-	-	-	-	-	-		\$0.00	\$50.00	\$598.50	\$873.50	\$1,766.40							
8	Apartment Building	-	-	-	-	-	-	-		\$0.00		\$786.00		\$943.20							
9	Apartment Building	-	-	-	-	-	-	-		\$0.00		\$786.00	\$873.50	\$1,991.40							
10	High School	-	-	-	-	-	-	-		\$0.00		\$1,572.00		\$1,886.40							
11	Rainycrest Home For The Aged	-	-	-	-	-	-	-		\$0.00		\$2,022.60		\$2,427.12							
12										\$0.00		\$562.50		\$8,012.40							
											\$ 50.00	\$ 8,462.10	\$ 6,114.50	\$ -							
												\$10,034.10									

	2021	2021	2021	2021	2021	2021	2021	2021	2021
	Forecasted	Forecasted	Budgeted Revenue	Forecasted Revenue	Forecasted Actual	Actual	Actual	Actual	Actual - Projected
				% based Budgeted Revenue					\$ Difference on Actual Revenue
	Cubic Meters	% of Usage			Cubic Meters	% of Usage	Revenue	Revenue %	
Total Actual treated water distributed into the distribution System	1026050				1273480				
Estimated 15% System loss (leaks, Hydrants and flushing)	-153908				-191022				
Total Billed Out treated water	872143		\$5,465,979.00		1082458		\$5,563,357.25		
Actual Usage ICI Accounts - 304 accounts	228741	26.23%	\$967,220.49	17.70%	103544	9.57%	\$1,063,936.14	19.15%	\$ 96,715.65
Actual CFN metered - 2 accounts	113380	13.00%	\$618,066.54	11.31%	110688	10.23%	\$666,361.68	11.98%	\$ 48,295.14
Non-residential Accounts - 7 accounts	3759	0.43%	\$17,962.30	0.33%	4764	0.44%	\$26,192.95	0.47%	\$ 8,230.65
Estimated Usage									
Estimated Calculated Non-metered Accounts - 3 accounts using 200 cubic meters per account	600	0.07%	\$4,251.60	0.08%	200	0.02%	\$1,417.20		\$ (2,834.40)
Estimated remaining amount is Residential Usage - 3675 accounts plus 13 church accounts	525663	60.27%	\$3,858,478.08	70.59%	863262	79.75%	\$3,805,449.28	68.40%	\$ (53,028.80)
		100.00%	\$5,465,979.00	100.00%		100.00%	\$5,563,357.25	100.00%	\$ 97,378.25
Estimated Residential usage per account per year- (Canadian average is 270 cu. per year)	143.0				234.1				
Estimated Residential usage per account per month	11.91				19.51				
Estimated residential cost per cubic meter of water (\$45.20 per month 2021)	\$3.79				\$2.32				
Calculated Water non-residential customers (1.25 times residential rate) per cubic meter	\$4.74				\$2.90				
Estimated residential cost per cubic meter of wastewater (42.15 per month 2021)	\$3.54				\$2.16				
Calculated Sewer non-residential customers (1.25 times residential rate) per cubic meter	\$4.42				\$2.70				

Summary of Rate Revenue Requirements

The Town’s objective in establishing the Wastewater rates is to avoid large fluctuations from year to year and to ensure that rates are set at a level to adequately cover current operating costs, maintain and repair the Town’s existing asset base and replace assets where appropriate.

Efforts are being made in this plan to gradually grow/maintain the reserves to provide a source of funding for the ongoing replacement/refurbishment of capital assets. The following table reflect the forecasted rate revenue requirements.

	2021 Budget	2022	2023	2024	2025	2026
Water Rate Revenue Requirement	\$ 2,817,848	\$ 2,926,442	\$ 3,039,221	\$ 3,156,346	\$ 3,277,985	\$ 3,404,311
Wastewater Rate Revenue Requirement	\$ 2,648,131	\$ 2,723,144	\$ 2,800,283	\$ 2,879,607	\$ 2,961,178	\$ 3,045,059
Total Rate Revenue Requirement	\$ 5,465,979	\$ 5,649,586	\$ 5,839,504	\$ 6,035,953	\$ 6,239,162	\$ 6,449,370
\$ Change		\$ 183,608	\$ 189,918	\$ 196,449	\$ 203,210	\$ 210,208
% Change		3.4%	3.4%	3.4%	3.4%	3.4%

As shown above the annual increases in consolidated water and wastewater rate revenue requirements is 3.4% from 2022 to 2026.

Date: November 16th, 2021

Report To: Mayor & Council.

From: Patrick Briere, By-Law Enforcement Officer.

Re: FFCBC Request Letter.

As you will recall, Council on December 14th, 2020, approved By-Law #55/20, which authorized a Letter of Understanding with the Township of Alberton to provide Dog By-Law Enforcement Services for a one-year trial basis.

With that said, the Township of Alberton is requesting an extension of this letter of understanding for another one-year term (Please see the attached correspondence from the Township of Alberton).

Our office can report that we did not receive any calls for service in 2021 with regards to this letter of understanding. Therefore, we support continuing the services for another one-year term, at which time the Municipalities can review the letter and continue with if deemed applicable.

Therefore, we are asking that Mayor & Council approve the report and attached letter of understanding as presented and direct that a By-Law be prepared for Mayor & Clerk to sign.

Respectfully submitted,

Original Signed by

Patrick Briere
By-Law Enforcement Officer

<p>Council approval of this report will: approve the report and attached letter of understanding as presented and direct that a By-Law be prepared for signing by Mayor & Clerk.</p>

LETTER OF UNDERSTANDING

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES

(hereinafter referred to as "Fort Frances")

- and -

CORPORATION OF TOWNSHIP OF ALBERTON

(hereinafter referred to as "Alberton")

collectively referred to herein as the "Parties"

REGARDING: Continuation of Provision of specific Dog By-Law Enforcement Services by Fort Frances to Alberton

The Parties hereto acknowledge and agree as follows:

- 1. Council for the Township of Alberton wishes to continue to engage, and Fort Frances agrees to continue to provide, bylaw enforcement services from Town of Fort Frances related to vicious dogs at large and/or dog attacks which occur in Alberton during the 2022 calendar year.
- 2. Alberton Municipal Office staff will receive all dog-related calls from residents and will forward only those calls related to vicious dogs at large and/or dog attacks to Fort Frances by-law enforcement staff. Notification of need for service shall be provided by Alberton to Fort Frances by-law enforcement staff by telephone followed by confirming email.
- 3. The services to be provided to Alberton by Fort Frances by-law enforcement staff shall include response to complaints of vicious dogs at large and/or dog attacks as is deemed necessary and expedient by the Fort Frances by-law enforcement officer, and providing written reports to Alberton on complaints received and actions taken on behalf of Alberton.
- 4. Alberton confirms the authority of the Fort Frances by-law enforcement officer shall include all actions deemed necessary by the said officer to respond to the call for service, which specifically include authority for immediate impounding of a dog, laying of charges under the *Dog Owners Liability Act*, attending in court for prosecution, and issuing an order for and/or arranging for an animal to be put down (euthanized).
- 5. The Fort Frances by-law enforcement officer shall provide to Alberton written reports identifying steps taken for Township information and records. Updates on response(s) in progress will be provided to Alberton in order that it is aware of and apprised of matters.
- 6. Fort Frances acknowledges that Alberton receives few calls related to vicious dogs and, therefore, Alberton's requirement for service is expected to be sporadic.
- 7. The Parties agree that the cost for such services shall be as set out on Schedule "A" attached hereto and that such costs may be updated with the agreement of both Parties.

DATED this 11 day of NOVEMBER, 2021.

THE CORPORATION OF THE TOWN OF FORT FRANCES

Per: June Caul, Mayor

Per: Gabrielle Lecuyer, Clerk

WE HAVE AUTHORITY TO BIND THE CORPORATION

CORPORATION OF THE TOWNSHIP OF ALBERTON

Per: Michael Ford, Reeve

Per: Dawn Hayes, CAO/Clerk-Treasurer

WE HAVE AUTHORITY TO BIND THE CORPORATION

SCHEDULE "A"

**TO LETTER OF UNDERSTANDING REGARDING
DOG BY-LAW ENFORCEMENT SERVICES IN 2022**

The Parties hereto agree that the following specific terms regarding Dog By-Law enforcement services provided by Fort Frances to Albertain:

1. The provision of Services by Fort Frances to Albertain under this Letter of Understanding shall commence on Tuesday, January 4, 2022.
2. Services shall be provided on a one-year basis ending on January 3, 2023. Either or both of the Parties may decline to renew the Services for a further term with no further obligation to the other. The Parties may agree to extend the Services for such additional term as they desire and deem appropriate upon such terms and conditions as are mutually agreed.
3. The regular work hourly rate, including vehicle, during the initial one-year term shall be \$143.00 per hour plus HST, based on the 2021 charge-out rates for Public Works labour costs and half-ton trucks approved under Fort Frances Council Resolution #529, which shall be confirmed by by-law on December 14, 2020.
4. While it is expected that Services will be provided during regular work periods, where the responding Fort Frances by-law enforcement officer is required to work outside of the regular work period, the overtime total hourly rate of \$199.72 plus HST shall apply to such hours in place of the \$143.00 per hour plus HST rate cited in paragraph 3 above.
5. The animal control impound fee of \$84.00 and protective care fees of \$21.15 per day shall apply to such services provided by Fort Frances to Albertain, which rates are based on the 2021 rates approved under Fort Frances Council Resolution #529, which shall be confirmed by by-law on December 14, 2020.
6. Albertain shall be responsible for, and shall save Fort Frances harmless from, all costs and expenses related to the apprehension, harbouring and/or euthanasia of a vicious dog in Albertain, including medical expenses for vicious dogs captured, transported or harboured, and the cost of transport by Fort Frances of such dog to a local animal clinic for treatment or euthanasia at the rates set out in paragraphs 3 and 4 above.
7. In the event that a request is made by Albertain for preparation and provision to it of additional records and reports regarding Services, only one by-law enforcement officer shall perform such work and such work shall be charged to Albertain at the unapproved hourly rate of \$56.72 plus HST as approved under Fort Frances Council Resolution #529, which shall be confirmed by by-law on December 14, 2020.
8. The respective Councils for each of Fort Frances and Albertain shall approve an authorizing by-law to formally give effect to this Letter of Understanding and the Services, actions and costs contemplated in it.



Transport Canada
Surface Transportation Policy
330 Sparks Street
Place de Ville, Tower C
Ottawa ON K1A 0N5

October 26, 2021

Via email: lslomke@fortfrances.ca

Ms. Elizabeth Slomke
Municipal Clerk
320 Portage Avenue
Fort Frances, ON
P9A 3P9

Dear Ms. Slomke,

Thank you very much for your letter to the Minister of Transport dated July 5, 2021; I am pleased to respond on his behalf. I would ask that you share this letter with your Worship Mayor June Caul, Mayor of Fort Frances.

Under the Government of Canada's *International Bridges and Tunnels Act* (IBTA), approval for a change of owner or operator of the Canadian side of an international bridge or tunnel, may only be obtained upon submitting an application to the Minister of Transport for approval by the Governor in Council.

We are writing to inform you that *Resolute Forest Products Canada*, the International Bridge and Terminal Company Inc. (IB&T) and Aazhogan Limited Partnership (Aazhogan) have submitted a joint application to the Minister of Transport seeking Governor in Council (GiC) approval for Aazhogan to own and operate the Canadian side of the Fort Frances – International Falls International Bridge.

As part of our review of the application, Transport Canada is engaging with stakeholders and authorities who may have an interest in this proposed change of ownership. A summary of the proposed transaction prepared by the applicants is attached for your information.

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- 2 -

Should you wish to provide comments regarding the proposed transaction, please submit them by November 22, 2021. Alternately, my office can schedule a virtual meeting should you wish to discuss your views in person. Please note that comments received will be shared with the applicants, who will be asked to respond to any concerns raised.

Sincerely,

Tamara Rudge
Director General
Surface Transportation Policy

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

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



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

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

email: town@fortfrances.ca
www.fortfrances.ca

November 5, 2021

Tamara Rudge
 Email: tamara.rudge@tc.gc.ca
 Director General
 Surface Transportation Policy

RE: Fort Frances – International Bridge

On behalf of the Town of Fort Frances, the Economic Development Executive Committee has provided direction to extend an invitation to Transport Canada by way of deputation/presentation to the Town of Fort Frances Council at the meeting scheduled for November 22, 2021, at 5:30 p.m. (CDT)

Included please find a Resolution passed by Fort Frances Town Council dated 14 June 2021 regarding the **International Bridge – Ownership and Access Concerns**.

Specifically, the Town of Fort Frances is seeking clarity on the following queries:

- Possibility for federal/provincial/state or municipal ownership;
- Scope of Regulatory Powers re Licensing of the Fort Frances – International Bridge;
- Asset Management Plan;
- Toll fees/Affordable use;
- Management and Operation Transparency;
- Aesthetics/Condition Disclosure;
- Maintenance standards for the bridge according to Government regulations; and
- Economic significance of the bridge to this region

We remain cognizant of the November 22, 2021, timeline for comments. As this meeting of Council falls on the imposed date for comments; we respectfully request an extension on this date for our final comments pertaining to the proposed transaction further to the Council meeting of November 22, 2021.

We will await confirmation of attendance at which time we will forward particulars for this Microsoft Teams meeting.

Regards,

Faisal Anwar,
 Chief Administrative Officer, Town of Fort Frances

cc: Hon. C. Mulroney, Minister of Transportation (Ontario) - Email: caroline.mulroney@pc.ola.org
 Hon. O. Alghabra, Minister of Transport (Canada) – Omar.Alghabra@parl.gc.ca
 Hon. M. Powlowski, MP Thunder Bay-Rainy River (Marcus.Powlowski@parl.gc.ca)
 Hon. G. Rickford, MPP Kenora-Rainy River (greg.rickford@pc.ola.org)



Transport Canada
Surface Transportation Policy
330 Sparks Street
Place de Ville, Tower C
Ottawa ON, K1A 0N5

November 16, 2021

Via email: fanwar@fortfrances.ca

Mr. Faisal Anwar
Chief Administrative Officer
320 Portage Avenue
Fort Frances, ON
P9A 3P9

Dear Mr. Anwar,

Thank you for your letter and Council meeting invitation. We regret that we will not be able to attend the Town of Fort Frances Council Meeting scheduled for November 22, 2021. However, I would like to take this opportunity to note your Council's concerns and provide some clarity on the items raised in your letter.

As you know, under the Government of Canada's *International Bridges and Tunnels Act* (IBTA), a change of owner or operator of the Canadian side of an international bridge or tunnel, requires the approval of the Governor in Council. An application must be submitted to the Minister of Transport, and based on a review of the application and consideration of any comments or concerns that may be received through stakeholder consultations, the Minister may recommend the application to the Governor in Council for approval.

Independent of the IBTA approval process for a change of owner or operator, the IBTA also establishes mechanisms for the federal government to exercise oversight of the operations, maintenance, safety and security of existing international bridges and tunnels. The owner of an international bridge is responsible for the safety (inspection and maintenance) and operation of the bridge and must comply with all pertinent regulatory frameworks in Canada, including the IBTA and the associated *International Bridges and Tunnels Regulations* (IBTR).

Under the IBTA, should safety deficiencies be identified, the Minister may order the owner or operator of an international bridge or tunnel to take any action that the Minister considers appropriate to ensure that the bridge or tunnel is kept in good condition.

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- 2 -

Under the IBTR, Canadian owners of vehicular international bridges and tunnels between Canada and the United States, including the Canadian owner of the Fort Frances International Falls bridge, must conduct safety inspections and submit inspection reports to Transport Canada. The department reviews inspection reports to verify compliance with regulatory requirements established under the IBTR, at a minimum, detailed visual inspections are required every two years, and underwater inspections are required every five years.

With respect to tolls and other fees, the owner of an international bridge must inform the Minister when a change in tolls, fees or other charges has been implemented at a crossing. Should the Minister determine that a change in the tolls, fees or other charges for the use of an international bridge or tunnel is resulting in adverse effects on the flow of traffic, the regulations outline steps the Minister may take to address the matter.

With respect to the possibility of government ownership of the bridge, we have not been made aware of any intentions by any order of government to acquire the bridge.

Your letter notes asset management plans. Should you have specific concerns or questions on this issue, or any other matter pertaining to the application, we invite you to provide them to us in writing and we will ask the applicants to respond. If you are not able to submit your comments by November 22, 2022, please inform us of the date by which you intend to provide comments for consideration.

Sincerely,



Tamara Rudge
Director General
Surface Transportation Policy

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

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



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

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

email: town@fortfrances.com
www.fort-frances.com

June 21, 2021

Prime Minister Justin Trudeau
Government of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2
Via email: pm@pm.gc.ca

Premier Doug Ford
Government of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1
Via email: premier@ontario.ca

Dear Prime Minister Trudeau & Premier Ford:

Re: **International Bridge Resolution**

At the recent meeting of Council held on Monday, June 14, 2021, the resolution attached to this letter was approved unanimously by Council. I have been directed to forward a copy of the resolution to a number of representatives which have been listed in the resolution and subsequently cc'd below.

Council looks forward to meeting with you to discuss your plan to protect this vital economic and community link.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Elizabeth (Lisa) Slomke, AOMC
Municipal Clerk

/es

c.c. Hon. M. Powlowski, MP Thunder Bay-Rainy River (Marcus.Powlowski@parl.gc.ca)
E. Melillo, MP Kenora (Eric.Melillo@parl.gc.ca)
Hon. G. Rickford, MPP Kenora-Rainy River (greg.rickford@pc.ola.org)
S. Mamakwa, MPP Kiiwetinoong (SMamakwa-QP@ndp.on.ca)
J. Monteith-Farrell, MPP Thunder Bay-Atikokan (JMonteith-Farrell-QP@ndp.on.ca)
Hon. C. Mulroney, Minister of Transportation (Ontario) (caroline.mulroney@pc.ola.org)
Hon. O. Alghabra, Minister of Transport (Canada) (Omar.Alghabra@parl.gc.ca)
Hon. B. Blair, Minister of Public Safety (Bill.Blair@parl.gc.ca)

T:\Clerk\Shared\POST COUNCIL CORRESPONDENCE\Resolutions of Council\2021 June 14 - Resolution of Fort Frances Council - International Bridge - ownership and access concerns .doc

Municipal Councils of Municipalities in Rainy River District: Alberton, LaVallee, Emo, Chapple, Morley, Dawson, Lake of the Woods, Rainy River and Atikokan (various e-mails)
Municipal Councils of Municipalities in Kenora District: Dryden, Ear Falls, Ignace, Kenora, Machin, Pickle Lake, Red Lake, Sioux Lookout and Sioux Narrows-Nestor Falls (various e-mails)

First Nation Councils located in the Rainy River and Kenora districts (various)

Rainy River District Municipal Association (RRDMA) (chapple@tbaytel.net)

Northwestern Ontario Municipal Association (NOMA) (admin@noma.on.ca)

Chamber of Commerce – Fort Frances District (thefort@fortfranceschamber.com)

Chamber of Commerce – Kenora District (info@kenorachamber.com)

Grand Council Treaty #3 (reception@treaty3.ca)

Sunset Country Metis Community (metisofsunsetcountry@gmail.com)

Sunset Country Travel Association (info@visitsunsetcountry.com)

Mayor and Council – City of International Falls (various)

Mayor and Council – City of Ranier (cityofrainier@frontiernet.net)



TOWN OF FORT FRANCES

COUNCIL

Session No. 068Resolution No. 707Moved by JudsonDated: June 14, 2021Seconded by McTaggart**WHEREAS:**

1. The Fort Frances—International Falls International Bridge [“International Bridge”] is a critical economic and community link connecting the Town of Fort Frances, Ontario and the City of International Falls, Minnesota;
2. The International Bridge sees more than 800,000 vehicle crossings annually, including:
 - a. tourists destined throughout Northwestern Ontario,
 - b. local trips for employment, business, recreational, educational, medical, emergency response, and family reasons,
 - c. commercial traffic serving the resource-based economy west of Thunder Bay, and
 - d. the importing of goods used in the mining, agricultural, and forestry sectors;
3. The International Bridge has been privately owned by the operators of local paper mills since it was built in 1908, and is currently owned, through subsidiaries, by the Packaging Corporation of America and Resolute Forest Products [“Resolute”], which is required by the Customs Act to provide the Canada Border Services Agency with facilities on the Canadian side of the International Bridge;
4. In Ontario, tolls on international bridges are authorized by the provincial Minister of Transportation under the Toll Bridges Act, but the bridge owners have placed their toll collection on the Minnesota side;
5. These tolls have become a growing concern for the citizens of Fort Frances and the surrounding communities, and deter American locals and visitors from crossing into Canada to support local businesses;
6. The only other privately-owned toll bridge connecting Canada and the United States is the Ambassador Bridge between Detroit and Windsor, which is 7,500 feet in length and charges less per crossing;
7. A January 31, 2006 public meeting revealed that one span of the International Bridge had only 15 to 20 years left in its lifespan before it needed to be replaced, at a then-estimated cost of \$8 million (USD);
8. Since 2006, it has been understood that high tolls were being charged by the bridge owners in order to rehabilitate the bridge in the 2020s, but Resolute now indicates that it wishes to divest itself from ownership, after collecting these high tolls for many years;
9. Council adopted resolutions in 2005 and 2006 calling on the Government of Canada and the Government of Ontario to acquire the International Bridge and make it a public asset without tolls, but those calls went unanswered;
10. The Town of Fort Frances and its neighbouring communities are concerned that new private ownership of the International Bridge will result in even higher tolls or that public access to the bridge will be compromised for safety or financial reasons;
11. Ontario’s Toll Bridges Act permits the Government of Ontario to enter into agreements with any Canadian or foreign authority for “the joint financing, construction or operation of any international bridge or tunnel and for any matter incidental thereto”, as reflected in the provincial and state governments’ \$30 million investment to replace the Rainy River—Baudette Bridge, which continues to operate without tolls;
12. Access to the International Bridge facilitates treaty obligations, including under the Jay Treaty of 1794, which allows Indigenous people from Canada to live and work freely in the United States, and allows access to traditional territories in northern Minnesota; and
13. The Town of Fort Frances’ strategic plan recognizes that the community is in a period of economic transition, with a renewed focus on tourism, forestry, and mining sectors, and that its prosperity requires improved border access and transportation links;

THEREFORE IT IS RESOLVED that Council of the Town of Fort Frances:

14. Calls on the Government of Canada and the Government of Ontario:
- a. to immediately intervene in the sale of the International Bridge and make all necessary efforts to acquire the International Bridge with their American counterparts, operate it as a public asset, and remove tolls, and

b. to meet with Council and administration of the municipality to brief it on their efforts and plans to protect this vital economic and community link;
15. Directs that a copy of this resolution be sent to:
- a. Marcus Powlowski, MP (Thunder Bay—Rainy River),

b. Eric Melillo, MP (Kenora),

c. The Hon. Greg Rickford, MPP (Kenora—Rainy River),

d. Sol Mamakwa, MPP (Kiiwetinoong),

e. Judith Monteith-Farrell, MPP (Thunder Bay—Atikokan),

f. The Hon. Doug Ford, Premier of Ontario,

g. The Hon. Caroline Mulroney, Minister of Transportation (Ontario),

h. The Hon. Omar Alghabra, Minister of Transport (Canada), and

i. The Hon. Bill Blair, Minister of Public Safety;
16. Directs that a copy of this resolution be forwarded to the below governments, organizations, and stakeholders, with a covering letter requesting that they issue a supporting resolution or letter to the individuals listed in the previous paragraph:
- a. All municipal councils and First Nation councils located in the Rainy River and Kenora districts,

b. The district municipal associations for the Rainy River and Kenora districts and the Northwestern Ontario Municipal Association,

c. All chambers of commerce serving the Rainy River and Kenora districts,

d. Grand Council Treaty #3,

e. The Sunset Country Métis Community, and

f. The Sunset Country Travel Association; and
17. Directs that a copy of this resolution be forwarded to the Mayor and Council of the City of International Falls and the Mayor and Council of the City of Ranier, with a covering letter requesting that they adopt a similar resolution and bring both resolutions to the attention of their state and federal officials and representatives.

	Yea	Nay	Disclosure of Interest
M. Behan			
W. Brunetta			
J. Caul			
A. Hallikas			
D. Judson			
J. McTaggart			
R. Wiedenhoeft			

☒ CARRIED

☐ DEFEATED

Jane Caul

MAYOR or DEPUTY MAYOR

Date: October 7th, 2021

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

RE: September Activities for By-Law Enforcement Department.

Please see the below information for the month of September activities for this department.

Operational Constraints

- Nothing to report.

September 2021

Animal Pound Statistics

Impounded Dogs	0
Impounded Cats	1
After Hours Visits	0
Total Shelter Visits for Month	10

Monthly Parking Statistics

Tickets for Month	3
Ticket by OPP	0
Monthly Total	3
Yearly Total Issued	121

Daily Activities completed by By-Law Officers.

- Animal Pound Activities.
- Pawn Shop Visits.
- Checking Parking Equipment (Repairs/Maintenance to Meter Equipment).
- Garbage Collection Issues.

Other Duties Completed by By-Law Officers

- Month End Office Reports.
- Fine Box Collections & Ticket Processing.
- Parking Enforcement Complaint Driven.
- OPP Monthly Parking Stats.
- Emergency Management COVID-19 Response.
- Emergency Management 2021 Compliance Ongoing.
- Amethyst Sector (Emergency Management) CEMC Bi-Weekly Calls.
- JHSC Activities & Monthly Inspections.
- Monthly Activities Reporting to PDEC.
- OFMEM - EEPMO Project Meetings.
- Maintain/Attend Town Vehicle's in Parking Lot (Civic Centre).
- Monitoring NW Region Fire Hazards & Evacuation Situation.
- POA Court Reopening Meetings/Planning.
- Shred-It Regular Shred visit for Clerk's office.
- MLEOA Virtual Training Seminar.
- Corporate Vaccine Policy Research.
- Assist Staff in Proof of Vaccination Provincial Mandate.

Occurrence Type (Complaints & Information)	Calls for Complaints/ Information
Nuisance (Includes Inquiries)	3
Traffic By-Law (Includes Inquiries)	12
Animals (Includes Inquiries)	16
Business Licensing (Includes Inquiries)	9
Property Standards (Includes Landlord/Tenant & Grass Cutting)	8
Taxi (Includes Inquiries)	2
Off-Road Vehicles By-Law (Includes Inquiries)	3
Moving Permits (Includes Inquiries)	1
Smoking By-Law & Cannabis (Includes Inquiries)	2
Heavy Trucks (Includes Inquiries)	1
Waste Management (Includes Asselin Forms)	19
Fences (Includes Inquiries & Pools)	3
COVID Legislation/Vaccination	13
OPP Call Outs/Questions	2
Building Code/Zoning Issues (Includes Tents, Trailers, etc).	4
Noise Issues (Includes Inquiries)	6
Fire Issues (Includes Inquiries)	4
Water Permits & Information (Issued, Inquiries & Enforcement)	1
Sign Permits (Includes Inquiries)	4
TOTAL CALLS FOR SERVICE	115

Respectfully submitted,

Original Signed By

Patrick Briere, CMM III, Property Standards Professional
MLEO/Alternate CEMC/Public Information Officer, Planning & Development Division
PH: 1-807-274-5323 ext. 1218
pbriere@fortfrances.ca

Permit #	Owner Address	Work Description	Value
		Re-clad body shop with new metal cladding and add 2" of Rigid Foam - South, East and North side only, zoning prohibits additional insulation on west side.	
PRM-2021-0076	600 Kings Highway		\$35,000.00
PRM-2021-0077	615 Scott Street	Construct a new 24 x 32 accessory use building	\$17,000.00
PRM-2021-0078	528 CHURCH ST	Construct 78" x 14' lean to addition to west side of existing Accessory Building	\$2,000.00
PRM-2021-0079	460 SCOTT ST	Demolish and remove from site existing chimney on south side of building to below roof deck level	\$1,000.00
PRM-2021-0080	1329 SIXTH ST E	Demolish and remove from site existing single detached dwelling and existing shed	\$1,000.00
PRM-2021-0081	932 KAITLYN DR	Replace shingle roof with metal complete with underlay	\$7,169.01
PRM-2021-0082	929 THIRD ST E	Replace Sanitary Sewer Service from House to Property Line	\$6,000.00
PRM-2021-0083	401 MOSHER AV	Replace sanitary sewer service from building to property line.	\$6,000.00
PRM-2021-0085	1210 FIFTH ST E	Cut in 2 new basement egress windows complete with required framing	\$3,000.00
			\$78,169.01



Fort Frances WPCP
200 McIrvine Rd
Fort Frances, Ontario
P9A 3S3
Tel: 807-274-3121
Fax: 807-274-8381

November 12, 2021

Town of Fort Frances
320 Portage Avenue
Fort Frances Ontario
P9A 3M5

Attention: Mr. Craig Miller
Environmental Superintendent

Dear Craig:

**Re: Fort Frances Wastewater Treatment Facility
October 2021 Monthly Report**

As per the operating agreement, the attached document is the October 2021 monthly report for the Fort Frances Wastewater Treatment Facility.

The report highlights the influent and effluent quality and the process parameters. Additionally, the routine operation and maintenance activities conducted by the operators are summarized.

If you have any questions regarding this report do not hesitate to contact Mr. Ty Maurice, Senior Operations Manager.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kelly C', is written over a light blue circular stamp.

Kelly Cunningham
Team Lead

For Ty Maurice
Senior Operations Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
October 2021 Monthly Operations Report**

INTRODUCTION

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of October 2021; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

DESCRIPTION OF WORKS

Capacity of Works	9000 m ³ /day (average flow)
Service Area	Town of Fort Frances and Couchiching Reserve
Service Population	9000
Effluent Receiver	Rainy River
Major Process	Secondary treatment facility complete with a phosphorus removal system; ultra violet disinfection; aerobic sludge stabilization and dewatering

The Fort Frances Sewage Treatment Plant operates under *Environmental Compliance Approval Number 6786-A44PWG*. The ECA outlines the terms and conditions, and the report captures these terms and conditions in the following sections.

LABORATORY

ALS Laboratory Group – Thunder Bay is contracted to conduct the required analytical tests of the influent (raw) and effluent samples; weekly requirement.

OCTOBER 2021 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD ₅	2.0 mg/L	25 mg/L	15 mg/L	11.1 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	2.8 mg/L	25 mg/L	15 mg/L	15.8 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.16 mg/L	1.0 mg/L	0.9 mg/L	0.90 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	7.92 mg/L 5.75 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		11.9 count/100 ml (geometric mean)		200 count/100ml (geometric mean)		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH				pH range 7.3 to 7.6; average pH was 7.4		
Temperature degrees C				Temperatures ranged from 15.5 to 17.5 C; average temperature of effluent was 16.5 C		

Compliance criteria are mandatory requirements of the ECA and performance objectives are a goal to be achieved using best reasonable efforts.

WASTEWATER LIQUID PROCESS

The average daily flow for October was 5668.5 m³/day. This represents 63% of the design average flow. Total treated flow for the month was 175723 m³. The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above and additionally was well within the recommended more stringent monthly performance objectives as outlined in the Environmental Compliance Approval.

MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations. The activities are highlighted as follows and a summary will be included:

Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased all blowers
- Regular cleaning of head works EW basket strainer
- Greased Grit Snail and lubricated drive chain. Hosed Snail
- Monthly inspection of spiral screen access hatch, removed wrapped debris
- Weekly manifold wash and restrictor cleaning on the Fournier press
- Inspected teacup
- Semi-annual service on all air handlers
- Replaced battery in stairwell emergency light
- Greased clarifier drives

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Replaced drywell sump pump at Fifth Street lift station
- All lift station gensets were load tested by Wajax

PROCESS AND OPTIMIZATION ISSUES

SLUDGE SUMMARY

Dennis Robinson Limited hauled a calculated total of 111.9 m³ (11 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 16.4 % TS for the month but slump test results from the landfill site have not been provided.

The Fournier press ran for 107.6 hours in the past month.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There were no bypass events in the reporting period.

COMMENTS

Plant power consumption for the month was 494 (x 180 multiplier) kWh.

The Fournier press has been operated 1229.1 hours in 2021.

A Town of Fort Frances crew completed the excavation and installation of the plant genset concrete pad.

REPORTS

ALS – Environmental Analytical Reports (on-file at plant)

Fort Frances WPCP Equipment Run Time Report (on-file at plant)

Bypass Report (on-file at plant as per occurrence)

Incident Report (on-file at plant as per occurrence)

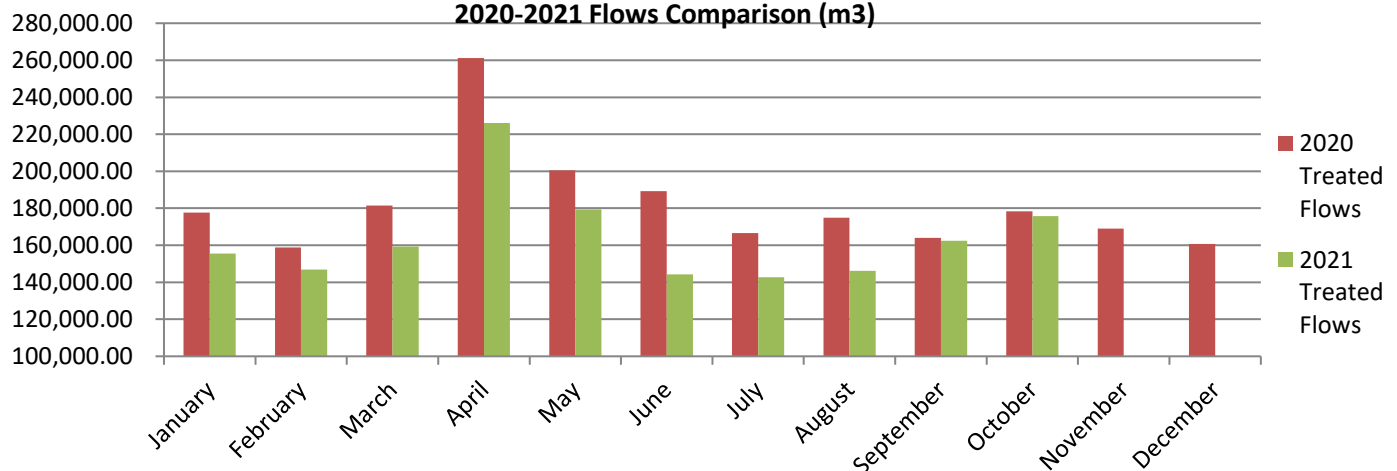
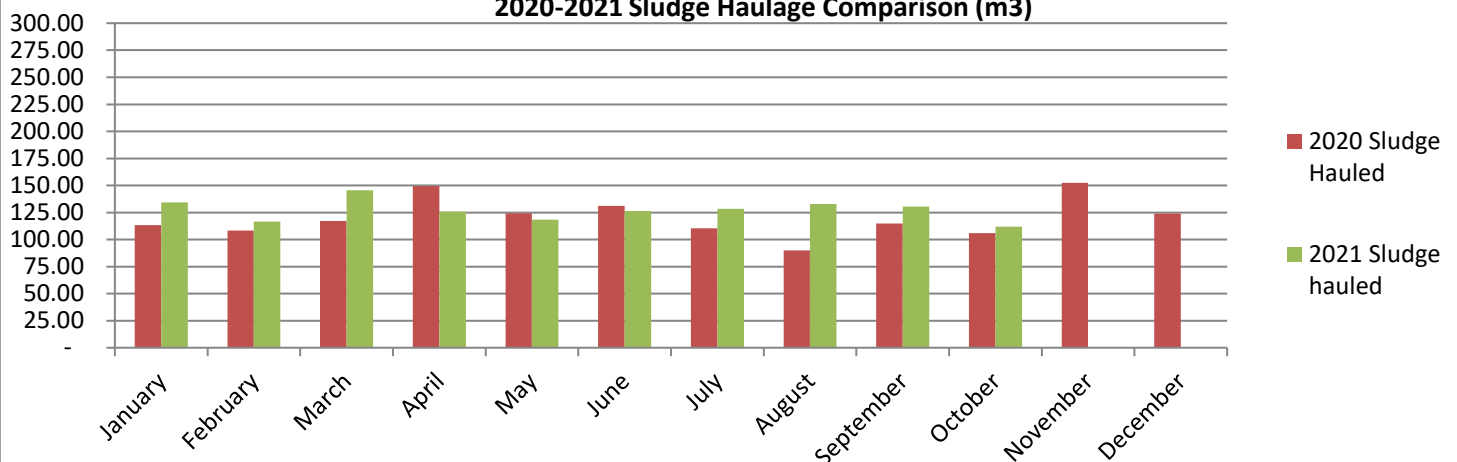
2021 Fort Frances Wastewater

Month	Sewage Flows Year 2021					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.976318124	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.982826076	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.962168061	
January	5015.0	5375	155465		155465	56%	134.4	13		
February	5244.0	5551	146883		146883	58%	116.6	11		
March	5141.9	5653	159400		159400	57%	145.6	14		
April	7538.1	11729	226144		226144	84%	125.7	13		
May	5788.8	6607	179453		179453	64%	118.3	11		
June	4811.1	5142	144334		144334	53%	126.4	12		
July	4603.1	5235	142697		142697	51%	128.3	12		
August	4717.7	6678	146248		146248	52%	132.9	13		
September	5434.6	10804	162428	610	163038	60%	130.4	13		
October	5668.5	7447	175723		175723	63%	111.9	11		
November						0%				
December						0%				
Sum				610	1639385		1270.5	123		
Average	5396		163878		163939	59%	127.1	12.3		
Max		11729	226144		226144			14		
ECA	9000	18000								

Month	BOD5/CBOD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli	pH	
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean	Monthly	Monthly
	BOD (mg/L)	CBOD (mg/L)	CBOD (kg/day)	S.S (mg/L)	S.S (mg/L)	S.S (kg/day)	T.P (mg/L)	T.P (mg/L)	T.P (kg/day)	TKN (mg/L)	Total N (mg/L)	Counts /100ml	Minimum	Maximum
January	123.8	2.2	11.1	196.5	2.5	12.7	2.99	0.07	0.33	26.2	11.8	10.0	6.6	7.0
February	91.0	2.7	14.3	185.9	3.0	15.9	2.79	0.08	0.41	22.7	15.1	10.0	6.6	7.1
March	104.4	3.4	17.6	179.1	3.6	18.5	2.34	0.08	0.40	18.6	15.0	12.5	7.0	7.4
April	91.8	2.5	20.0	160.7	5.0	40.5	2.23	0.08	0.63	15.8	12.6	17.8	7.1	7.5
May	87.6	2.3	13.3	166.1	4.0	23.5	2.34	0.11	0.61	18.0	13.9	22.2	7.2	7.4
June	97.8	2.3	10.7	208.8	4.3	20.8	3.18	0.12	0.57	18.6	14.7	55.7	7.2	7.4
July	86.0	2.0	9.3	211.8	2.5	11.5	2.88	0.06	0.27	19.5	12.0	18.1	7.1	7.5
August	117.2	2.5	11.7	210.6	3.5	16.7	3.08	0.16	0.78	28.1	8.3	17.2	7.0	7.4
September	108.3	2.1	14.5	264.2	2.6	14.1	3.19	0.12	0.66	20.3	8.5	129.1	7.3	7.6
October	106.8	2.0	11.1	184.4	2.8	15.8	2.47	0.16	0.90	17.4	7.9	11.9	7.3	7.6
November														
December														
Average	101.5	2.4	13.4	196.8	3.4	19.0	2.75	0.10	0.56	20.5	12.0	30.5	7.0	7.4
Max	123.8	3.4	20.0	264.2	5	40.5	3.19	0.16	0.90	28.1	15.1	129.1	7.3	7.6
ECA		25	225		25	225		1.0	9.0			200	6.0	9.5

2020-2021 Comparison Chart

Month	2020 Treated Sewage	2021 Treated Sewage	% Variance 2020 to 2021	2020 Hauled Sludge	2021 Hauled Sludge	% Variance 2020 to 2021
	m3	m3	m3	m3 (calculated)	m3 (calculated)	m3
January	177,747.00	155,465.00	-14%	113.20	134.40	19%
February	158,832.00	146,883.00	-8%	108.20	116.60	8%
March	181,415.00	159,400.00	-14%	117.10	145.60	24%
April	261,159.00	226,144.00	-15%	149.30	125.70	-16%
May	200,528.00	179,453.00	-12%	124.40	118.30	-5%
June	189,252.00	144,334.00	-31%	131.00	126.40	-4%
July	166,681.00	142,697.00	-17%	110.50	128.30	16%
August	174,870.00	146,248.00	-20%	89.90	132.90	48%
September	163,947.00	162,428.00	-1%	114.80	130.40	14%
October	178,352.00	175,723.00	-1%	105.80	111.90	6%
November	169,049.00		#DIV/0!	152.50		-100%
December	160,702.00		#DIV/0!	123.90		-100%
Totals	2,182,534.00	1,638,775.00	-33%	1,440.60	1,270.50	-12%

2020-2021 Flows Comparison (m3)**2020-2021 Sludge Haulage Comparison (m3)**

Workorder Summary Report

Report Start Date: Oct 1, 2021 12:00 AM

Report End Date: Oct 31, 2021 11:59 PM

Location: 1103*

Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2481074			1103, Fort Frances WPCP	OPER	Inspection	1	MONTHS	Snow Removal at Wastewater Treatment (1m) 1103	COMP	10/1/21 12:00 AM	11/5/21 11:02 AM	11/5/21 11:02 AM	
2481079			1103, Fort Frances WPCP	OPER	Inspection	1	MONTHS	Grass Cutting at Wastewater Treatment (1m) 1103	COMP	10/1/21 12:00 AM	11/5/21 11:03 AM	11/5/21 11:03 AM	
2493553	0000227376	PANEL ALARM/DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	10/1/21 12:00 AM	10/28/21 11:00 AM	10/28/21 12:00 PM	Dialer Test -We test every day.
2493557			1103, Fort Frances WPCP	PM	Refurbish/Replace/Repair	1	MONTHS	Diesel Gensets Inspection/Functional Tests (1m) 1103	COMP	10/1/21 12:00 AM	10/22/21 08:02 AM	10/22/21 08:02 AM	Diesel Gensets Inspection/Functional Tests (1m) 1103 -Wajax did load testing on all lift station gensets this month. The portable diesel genset is still scheduled for replacement by the town this year.
2493573			1103, Fort Frances WPCP	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	10/1/21 12:00 AM	10/26/21 10:00 AM	10/26/21 11:00 AM	H&S Inspection -This month I'd like to add the plow truck as the box has extensive rust and shouldn't be entered.
2493584			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1103	COMP	10/1/21 12:00 AM	11/5/21 11:02 AM	11/5/21 11:02 AM	
2493905			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	10/1/21 12:00 AM	10/29/21 09:15 AM	10/29/21 10:15 AM	
2493913	0000246402	CENTRIFUGE GS2-2-1 TEACUP/GRIT SNAIL	1103, Fort Frances WPCP, Process, Primary Treatment, Primary Sludge Degritting	PM	Inspection	1	MONTHS	Teacup Centrifuge Inspection/Service (1m/3m/1y) 1103	COMP	10/1/21 12:00 AM	10/26/21 08:00 AM	10/26/21 09:00 AM	Teacup Maint. -I removed the lid and found little debris.
2494555	0000129929	ANALYZER A1C1-1 HEADWORKS GAS	1103, Fort Frances WPCP, Process, Process Control & Monitoring, Headworks	PM	Calibration	6	MONTHS	Analyzer Gas Calibration (6m) 1103	COMP	10/1/21 12:00 AM	10/22/21 08:06 AM	10/22/21 08:06 AM	Analyzer Gas Calibration (6m) 1103 -This was just done in September. All okay
2494558			1103, Fort Frances WPCP	PM	Inspection	1	YEARS	UPS Inspection/Replacement (1y) 1103	COMP	10/1/21 12:00 AM	10/8/21 06:51 AM	10/8/21 06:51 AM	

Workorder Summary Report

Report Start Date: Oct 1, 2021 12:00 AM

Report End Date: Oct 31, 2021 11:59 PM

Location: 1103*

Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2498995	0000246436	PANEL CONTROL PCL	1103, Boundary Pumping Station, Facility	CALL	Refurbish/ Replace/Repair	0		Boundary Road high level alarm call back	COMP		10/7/21 11:10 PM	10/8/21 12:30 AM	Boundary Road high level alarm call back -I was called by the auto dialler for a Boundary Road lift station high level alarm at 2310 hours. Once at the plant I acknowledged and cleared the alarms on the SCADA computer. The level at the station was pumped down and the next pump cycle was normal.

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
October-21

STAFFING:

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

OVERTIME HOURS - Equivalent Straight Time Hours

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

WATER DISTRIBUTION & WASTE WATER COLLECTION:

See Monthly Summary (Attached)
 Winterized marina
 Winterized various town parks, the point, etc.
 Winterized fire hydrants
 Tied in newly lined water mains under CN tracks (wright ave & keating ave)
 Completed 2021 flushing and valve turning program
 Adjusted multiple curb stops and valve boxes and water on/off's
 Unplugged several sewers
 Colin Angus started with the town as a Water / Wastewater Operator-in-Training

WATER TREATMENT PLANT:

In receipt of the Water Treatment Facility Monthly Report.
 Continued negotiations with MECP for drinking water license revision.
 Remote monitoring project underway (expect Nov / Dec install)

WASTE-WATER TREATMENT FACILITY:

In receipt of the Wastewater Treatment Facility Monthly Report.
 Standby Generator Concrete Pad under construction by PW crew
 Standby Generator Engineering Tender issued
 PLC Upgrade for boundary lift station under way (expect Nov / Dec install)

WASTE MANAGEMENT:

Landfill well water samples taken from monitoring wells
 Lightning strike @ landfill - Oct 10 - scales damaged.

Garbage Collection:

Garbage not picked up - 7 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales Not Functioning Due to Lightning Strike - Oct 10, 2021
 Parts on order and bylaw flat rates in effect

Amount of residential waste (kg) delivered to the landfill:
 No Data

Amount of ICI waste (kg) delivered to the landfill:
 No Data

Recycling:

Recycle not picked up - 8 houses

Amount of recycled waste (Metric Tonnes) diverted from the landfill:
 No Data (Emterra)

Prepared By: Craig Miller, P.Eng. Environmental Superintendent

Date: 15-Nov-21

Water Works		Years			
DATE	WORK	2018	2019	2020	2021
Jan	THAW FROZEN WL	1	6	1	1
	TURN WATER OFF	1	6		1
	TURN WATER OFF/ON	4	5		1
	TURN WATER ON	5			2
	TURNT WATER OFF				1
Jan Total		11	17	1	6
Feb	THAW FROZEN WL	27	11		11
	TURN WATER OFF	3	3	1	10
	TURN WATER OFF/ON		5	1	5
	TURN WATER ON	3		5	4
Feb Total		33	19	7	30
Mar	THAW FROZEN WL	3	27		
	TURN WATER OFF		2		
	TURN WATER OFF/ON	3	3	1	3
	TURN WATER ON	12	7	2	1
Mar Total		18	39	3	4
Apr	SET UP HYDRANT		1		
	THAW FROZEN WL		5		
	TRACE SERVICES				1
	TRACE WATER SERVICE				1
	TURN WATER OFF	3	2	2	
	TURN WATER OFF/ON	1	1	1	1
	TURN WATER ON	16	24	4	4
	WATER TURN ON				1
Apr Total		20	33	7	8
May	CHECK WATER SERVICE		1		
	CONNECTION INSPECTION	1	1		
	TRACE SERVICES		1		
	TURN WATER OFF	3	3		2
	TURN WATER OFF/ON	1	3	1	4
	TURN WATER ON	15	14	4	3
	TURN WATER ON	1			
	WATER TURN ON				2
	WATER TURN OFF/ON				1
May Total		21	23	5	12
Jun	RAISE CS TO GRADE	1			
	TERMINATE WATER				1
	TRACE SERVICES		1	1	
	TURN WATER OFF	4	3		2
	TURN WATER OFF/ON	3	3		3
	TURN WATER ON	4	6	1	5
Jun Total		12	13	2	11
Jul	CONNECTION INSPECTION	3	1		
	LIVE TAP SERVICE	1			
	REPAIR CURBSTOP		3		
	REPAIR HYDRANT				5
	TERMINATE WATER	1			
	TRACE SERVICES	2	2		
	TURN WATER OFF		1		
	TURN WATER OFF/ON	4	4		2
	TURN WATER ON	2	4		1
Jul Total		13	15		8
Aug	CONNECTION INSPECTION				1
	REPAIR HYDRANT				3
	TRACE SERVICES	1	1		
	TURN WATER OFF	2	1		2
	TURN WATER OFF/ON	3		1	3
	TURN WATER ON	2	1		3
Aug Total		8	3	1	12
Sep	CONNECTION INSPECTION	4			
	TERMINATE WATER				1
	TEST BACKFLOW	1			
	TRACE SERVICES	1			
	TURN WATER OFF	4	4	4	2
	TURN WATER OFF/ON	2	2	2	
	TURN WATER ON	4		1	4
	TURN WATER ON/OFF				1
Sep Total		16	6	7	8
Oct	CONNECTION INSPECTION	1			
	TURN WATER OFF	13	15	6	
	TURN WATER OFF/ON	3	4		
	TURN WATER ON	3	7	3	
Oct Total		20	26	9	
Grand Total		172	194	42	99

Sewer Works		Years			
DATE	WORK	2018	2019	2020	2021
Jan	CCTV SEWER SERVICE	1	1	3	2
	UNPLUG SANITARY SEWER	20	21	7	2
	VAC OUT SEWER MAIN				1
Jan Total		21	22	10	5
Feb	CCTV SEWER SERVICE	2	2	1	5
	THAW FROZEN SEWER	1			
	TRACE SERVICES				1
	UNPLUG SANITARY SEWER	20	10	6	6
	VAC OUT SEWER MAIN				4
Feb Total		23	12	7	16
Mar	CCTV SEWER SERVICE	1	1		4
	CONNECTION INSPECTION		1		
	UNPLUG SANITARY SEWER	12	9	3	6
	VAC OUT SEWER MAIN				1
Mar Total		13	11	3	11
Apr	CCTV SEWER SERVICE	3	6		2
	CONNECTION INSPECTION				1
	TRACE SERVICES				1
	UNPLUG SANITARY SEWER	15	7	1	2
	TRACE SEWER SERVICE				1
Apr Total		18	13	1	7
May	CCTV SEWER SERVICE	1			1
	CONNECTION INSPECTION	1	1	1	2
	THAW FROZEN SEWER	1			
	UNPLUG SANITARY SEWER	15	10	2	1
May Total		18	11	3	4
Jun	CCTV SEWER SERVICE		4	1	
	CONNECTION INSPECTION		1	1	
	TRACE SERVICES		2		1
	UNPLUG SANITARY SEWER	14	3	1	2
	INSTALL SEWER PUMP			1	
Jun Total		14	10	4	3
Jul	CCTV SEWER SERVICE		1	2	11
	CONNECTION INSPECTION	3	2		4
	TRACE SERVICES		4		
	UNPLUG SANITARY SEWER	6	9		5
	VAC OUT SEWER MAIN		1		1
	VAC TRUCK POWER CABLES			1	
Jul Total		9	17	3	21
Aug	CCTV SEWER SERVICE	5	2	1	1
	CONNECTION INSPECTION				3
	TRACE SERVICES	2	2		
	UNPLUG SANITARY SEWER	11	8	1	11
Aug Total		18	12	2	15
Sep	CCTV SEWER SERVICE	2	4		3
	CONNECTION INSPECTION	4			1
	TRACE SERVICES		1		
	UNPLUG SANITARY SEWER	5	11	7	14
	VAC OUT SEWER MAIN		1		
	CLEAN SEWER SERVICE			1	
Sep Total		11	17	8	18
Oct	CCTV SEWER SERVICE	2	2	2	
	CONNECTION INSPECTION	2	1		
	TRACE SERVICES		1		
	UNPLUG SANITARY SEWER	11	12	9	
Oct Total		15	16	11	
Grand Total		160	141	52	100

System Repairs		Years			
DATE	TYPE	2018	2019	2020	2021
Jan	CURBSTOP		1		1
	HYDRANT			2	2
	SEWER SERVICE			2	
	WATERMAIN	1	1	1	1
Jan Total		1	2	5	4
Feb	CLEANOUT		2		
	CURBSTOP		8		
	HYDRANT				1
	SEWER SERVICE		1		2
	WATER SERVICE		2		1
	SANITARY MANHOLE				1
Feb Total			13		5
Mar	CLEANOUT		2		
	CURBSTOP		2		13
	HYDRANT			2	
	VALVE				8
	WATER SERVICE	2		1	1
	WATERMAIN			2	1
	SAN MANHOLE			1	
Mar Total		2	4	6	23
Apr	CLEANOUT		1		2
	CLEANOUT/CURBSTOP	1			
	CURBSTOP	1	9	15	10
	HYDRANT			3	
	MANHOLE		2		
	SEWER MAIN		1		
	VALVE				2
	WATER SERVICE	1			
	WATERMAIN	1		1	
Apr Total		4	13	19	14
May	CLEANOUT	3	4		2
	CLEANOUT/CURBSTOP	1			
	CURBSTOP	4	8		3
	HYDRANT				1
	MANHOLE		1		
	SEWER MAIN				1
	SEWER SERVICE		2		1
	WATER SERVICE		1		1
	WATERMAIN	4	1		3
May Total		12	17		12
Jun	CURBSTOP		5		4
	MANHOLE	1			
	WATER SERVICE		2		
	WATERMAIN	1	1	1	
Jun Total		2	8	1	4
Jul	CURBSTOP	3	10		1
	SEWER MAIN			1	
	WATER SERVICE		1		1
	WATERMAIN			3	
Jul Total		3	11	4	2
Aug	CLEANOUT	1	2		
	CURBSTOP	3	18	1	7
	SEWER MAIN			1	
	SEWER SERVICE				5
	WATER SERVICE				1
	WATER/SEWER	1			
Aug Total		5	20	2	13
Sep	CLEANOUT	2			
	CURBSTOP	26			
	SEWER SERVICE			2	
	WATER SERVICE	1		1	
	WATERMAIN	1			2
	SAN MANHOLE				1
Sep Total		30		3	3
Oct	CURBSTOP	7	1		
	MANHOLE	1			
	SEWER SERVICE	1		2	
	WATER SERVICE	1			
	LOWER SAN MH			4	
Oct Total		10	1	6	
Grand Total		69	89	46	80

Sewer & Water Data for 2021
up-dated November 12, 2021

Month	Days per month	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021-2020	2021-2020	2021	2021	Monthly
		Total	daily	Couch.	Couch.	Couch.	Total	daily	Couch.	Couch.	Couch.	Diff	Diff	Difference	Infiltration	Infiltration
		Sewage	Sewage	Sewage	Sewage	Sewage	Treated	Treated	2 Water	2 Water	Water	Treated	Wastewater	STP-WTP	daily average	US Gallons
		STP	STP	Meters	Meters	%	WTP	WTP	Meters	Meters	%	WTP	STP			
		cu. meters monthly	cu. meters daily	cu. meters monthly	cu. meters daily		cu. meters monthly	cu. meters daily	cu. meters monthly	cu. meters daily						
January	31	155465	5015.00	10364	334.32	6.67%	105360	3398.7	8149	262.9	7.73%	-3360.0	-22282.0	50105.0	1616.3	13,236,338
February	28	146883	5245.82	8881	317.18	6.05%	103890	3710.4	8149	291.0	7.84%	1990.0	-11949.0	42993.0	1535.5	11,357,547
March	31	159400	5141.94	10550	340.32	6.62%	109120	3520.0	7702	248.4	7.06%	3820.0	-22015.0	50280.0	1621.9	13,282,568
April	30	226144	7538.13	16902	563.40	7.47%	99400	3313.3	7702	256.7	7.75%	3050.0	-35015.0	126744.0	4224.8	33,482,216
May	31	179453	5788.81	11863	382.68	6.61%	113290	3654.5	8768	282.8	7.74%	1600.0	-21075.0	66163.0	2134.3	17,478,412
June	30	144334	4811.13	11136	371.20	7.72%	135470	4515.7	8768	292.3	6.47%	19810.0	-44918.0	8864.0	295.5	2,341,621
July	31	142697	4603.13	11624	374.97	8.15%	178930	5771.9	12835	414.0	7.17%	39900.0	-23984.0	-36233.0	-1168.8	(9,571,744)
August	31	146248	4717.68	11439	418.84	8.88%	139070	4486.1	12835	414.0	9.23%	11320.0	-28622.0	7178.0	231.5	1,896,227
September	30	162428	5414.27	12984	454.77	8.40%	99820	3327.3	8668	288.9	8.68%	-7870.0	-1519.0	62608.0	2086.9	16,539,281
October	31	175723	5668.48	13643	440.10	0.00%	96920	3126.5	8668	279.6	8.94%	-5670.0	-2629.0	78803.0	2542.0	20,817,546
November	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-98680.0	-169049.0	0.0	0.0	-
December	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-104350	-160702.0	0.0	0.0	-
Total	365	1638775		119386			1181270.0		92242.0			-138440.0	-543759.0	457505.0	1253.4	120,860,011
Monthly Average		153916.0	5134.3	9931.7	330.6		106123.3	3543.0	7999.7	267.4	0.1	816.7	-18748.7	47792.7	1591.2	12625484.3

Aircraft Landings 2021
As of October 31, 2021

Month	Bearskin Flights			Bearskin Passengers			Air Bravo Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021-2020
January	4	56	54	9	140	160	0	8	8	0	2	0	2	15	4	36	50	60	0	0	0	0	45	42	42	168	160	-126
February	0	64	56	0	149	197	0	12	15	4	3	13	8	6	1	58	36	43	0	1	0	0	38	38	70	148	151	-78
March	0	41	61	0	99	160	0	0	11	20	1	13	8	10	10	57	39	52	0	6	2	0	0	42	85	97	180	-12
1/4 Total	4	161	171	9	388	517	0	20	34	24	6	26	18	31	15	151	125	155	0	7	2	0	83	122	197	413	491	-216
April	0	1	59	0	0	197	0	0	7	5	2	5	18	10	9	63	30	57	0	1	3	0	0	40	86	44	173	42
May	0	0	67	0	0	196	0	0	5	2	3	14	43	20	19	74	40	63	0	0	25	0	0	43	119	63	231	56
June	0	0	61	0	0	208	0	0	9	5	0	13	159	21	48	68	53	57	0	0	81	0	0	39	232	74	299	158
1/2 Total	4	162	358	9	388	1118	0	20	55	36	11	58	238	82	91	356	248	332	0	8	111	0	83	244	634	594	1194	40
July	9	0	61	29	0	173	0	0	10	30	2	4	185	44	28	80	35	54	0	0	69	0	0	42	304	81	258	223
August	10	0	69	19	0	236	0	0	5	11	0	10	96	31	33	67	38	57	12	0	64	0	0	40	196	69	273	127
September	14	11	62	23	17	180	0	0	12	0	1	8	44	27	14	65	61	52	7	2	46	0	0	34	130	102	216	28
3/4 Total	37	173	550	80	405	1707	0	20	82	77	14	80	563	184	166	568	382	495	19	10	290	0	83	360	1264	846	1941	418
October	16	16	66	35	30	219	0	0	13	0	5	5	18	9	22	62	59	57	2	0	8	0	0	44	98	89	202	9
November		15	61		46	180		0	17		3	0		14	6		45	56		0	1		0	37	0	77	161	-77
December		12	47		15	111		0	13		6	0		4	13		54	43		0	3		0	38	0	76	144	-76
Total	53	216	724	115	496	2217	0	20	125	77	28	85	581	211	207	630	540	651	21	10	302	0	83	479	1362	1088	2448	274

Fort Frances Airport - Page 2/2 - Fuel Sales - October 31, 2021

Fuel Sales Recap - 2021									2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	10 year	Variance
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	per	Average	2021-2020
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	month	2021 to 2012	month
January	725	725	4,058	4,058		0	4,783	4,783	4,783	7,962	8,050	16,597	25,675	7,528	8,692	11,543	7,216	10,252	11,502	-3,179
February	1,023	1,748	6,424	10,482		0	7,447	12,230	7,447	5,077	7,991	16,286	12,503	11,904	11,231	12,304	6,197	6,918	10,046	2,370
March	1,107	2,855	15,715	26,197		0	16,822	29,052	16,822	6,473	13,716	9,798	21,928	13,255	17,795	10,508	12,077	9,329	12,764	10,349
April	676	3,531	11,388	37,585		0	12,064	41,116	12,064	1,459	13,010	10,398	13,102	8,592	13,219	8,377	4,453	8,251	8,985	10,605
May	1,940	5,471	14,609	52,194		0	16,549	57,665	16,549	11,685	18,667	24,839	21,362	24,681	16,161	29,753	18,350	21,891	20,821	4,864
June	1,698	7,169	77,661	129,855		0	79,359	137,024	79,359	8,082	31,063	27,380	27,380	26,015	45,698	30,789	22,786	23,537	26,970	71,277
July	2,552	9,721	83,747	213,602		0	86,299	223,323	86,299	11,116	17,146	23,461	24,642	29,002	28,150	14,441	19,232	32,650	22,204	75,183
August	3,131	12,852	22,668	236,270		0	25,799	249,122	25,799	7,530	17,024	30,430	23,029	21,119	36,638	20,450	20,075	30,783	23,009	18,269
September	4,082	16,934	16,594	252,864		0	20,676	269,798	20,676	14,689	16,543	25,191	13,489	21,325	24,238	21,837	18,005	19,431	19,416	5,987
October	1,858	18,792	6,850	259,714		0	8,708	278,506	8,708	4,307	9,076	10,769	16,604	30,655	8,216	15,472	13,109	11,325	13,281	4,401
November		18,792		259,714		0	0	278,506	0	13,333	2,202	10,748	9,924	22,349	11,616	7,238	6,398	8,170	10,220	-13,333
December		18,792		259,714		0	0	278,506	0	5,333	5,852	13,243	8,560	13,797	7,592	8,849	2,028	8,179	7,715	-5,333
Total	18,792		259,714		0		278,506		278,506	97,046	160,340	219,140	216,198	230,222	229,246	189,561	149,926	190,716	186,933	181,460

Lowest month in last 9 years
Highest month in last 9 years
Highest month
Lowest month