

TOWN OF FORT FRANCES

AGENDA - October 22, 2012

COMMITTEE OF THE WHOLE MEETING

Council Chambers and Council Chambers, Civic Centre
(Session No. 71) 5:30 p.m. 6:15 to p.m.

Page

Call to Order

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

Disclosure of pecuniary interest and the general nature thereof.

In-Camera -

Non-agenda in-camera items

Public Session Resumes in Council Chambers:

Consent Agenda

5:40 p.m. to 5:50 p.m.

- | | | |
|-----|---|---------|
| 7.1 | Hydro One - Small Business Lighting Program-Sunny Cove Camp. | 3 - 9 |
| 7.2 | Return to Work Policy. | 10 - 15 |
| 7.3 | September 2012 Drinking Water Systems Monthly Summary Report. | 16 - 23 |
| 7.4 | Renewal of Municipal Insurance 2012-2013. | 24 - 34 |
| 7.5 | Friends of the Fort Frances Museum Fundraiser Gala. | 35 - 37 |

Administration and Finance Division-

- | | | |
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| 8.1 | Infrastructure Stimulus Fund (ISF) Project Agreement Amendment. | 38 - 43 |
| 8.2 | Councillor Rick Wiedenhoeft - OAPSB Zone 1 Conference Per Diem Claim. | 44 - 45 |

Community Services Division-

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| 9.1 Rainy River District Social Services Administration Board Agreement. | 46 - 62 |
| Operations and Facilities Division - | |
| 10.1 Update on Capital Projects | |
| Information - | |
| 11.1 Fort Frances Wastewater Treatment Facility - September 2012 Monthly Report*. | 63 - 68 |
| 11.2 Fort Frances Municipal Airport Aircraft Landings and Fuel Sales Recap as of October 1, 2012*. | 69 - 70 |
| 11.3 2012 Operations and Facilities Division Capital Program as of September 30, 2012*. | 71 - 72 |
| 11.4 2012 Tonnage at Landfill Site - Updated October 1, 2012*. | 73 - 73 |
| 11.5 Administration and Finance Department Stats for the period ending September 30, 2012*. | 74 - 75 |
| 11.6 General Fund (Operating) Actuals as at September 30, 2012*. | 76 - 78 |
| 11.7 Capital Fund Budget vs Actual as at September 30, 2012*. | 79 - 83 |
| 11.8 Water and Sewer Fund (Operating) Actuals to September 30, 2012*. | 84 - 84 |
| 11.9 October 14, 2012 - Amended Notice of Assessment Review Board Hearing re: Hearing No. 527680-December 10, 2012. | 85 - 87 |
| Non-agenda items - | |

October 11, 2012

Report to: Mayor and Council

From: Jason Kabel, Manager of Community Services

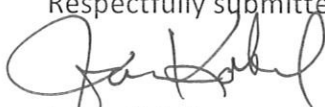
Re: Hydro One – Small Business Lighting Program – Sunny Cove Camp

Background

At the last meeting of the Sunny Cove Advisory Committee it was brought to our attention by way of a brochure sent to the Kiwanis that there was an opportunity for a free energy retrofit assessment. A call was made, an assessment date was set up and completed, and the results revealed that there is opportunity for minor lighting retrofits in the amount of \$941.57 with no financial input required by the Town.

The Community Services Executive Committee recommends to Council to approve the Small Business Lighting retrofit at Kiwanis Sunny Cove Camp to be completed by the Hydro One authorized affiliate at no cost to the Town. Authorization can be granted to the Hydro One authorized affiliate by the Manager of Community Services to proceed with the retrofit work and also to confirm that the effort was completed to satisfactory standards upon conclusion of work.

Respectfully submitted,



Jason Kabel

Manager of Community Services

Council's approval of this report will:

Authorize the Community Services Division to have the Small Business Lighting Program retrofit work through Hydro One ($833.25 + 108.32\text{HST} = 941.57$) at Kiwanis Sunny Cove Camp to be completed with all costs being born by Hydro One.



WORK ORDER

(To be completed before the Retrofit Measures are installed)

1. LDC INFORMATION:

LDC Name: Hydro One LDC HST Registration No: 870865821RT0001
Participant Account No. or Facility Address and/or Participant ID: 6109023945

2. PARTICIPANT INFORMATION:

Participant (Business) Name: KIWANIS SUNNY COVE
Address: 960 HWY-11; LOT 36 CONC 2 SR TWN WATTEN Unit #: _____
City: WATTEN Postal Code: P9A3M8
Contact: Jason Kabel Contact Phone No: (807)274-4561
Alternate Phone no: _____
Type of Business: Total Sq. Ft: 6000
Food Service ☐
Service ☐ Peak Demand (kW) (if available): 0
Retail ☐ Annual Electricity Usage (kWh): 0
Office ☐
Other: Please specify Lodge Facility Ownership: ☒ Owner ☐ Tenant

3. BILLING ADDRESS: (complete only if different from Section 2)

Address: PO BOX 555 Unit # _____
City: FORT FRANCES Province: ON Postal Code: P9A3M8

4. FACILITY OPERATING SCHEDULE:

| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|-----------|--------|---------|-----------|----------|--------|----------|--------|
| Open at: | 09:00 | 09:00 | 09:00 | 09:00 | 09:00 | 09:00 | 09:00 |
| Close at: | 12:00 | 12:00 | 12:00 | 12:00 | 12:00 | 12:00 | 12:00 |

5. ASSESSOR INFORMATION:

Assessor's Name (Company Legal Name and Individual Name): Sonepar Canada - Bruce Hoque
Phone no: (807)627-3961 Assessment date: 09/25/2012

6. CONTRACTOR INFORMATION:

Contractor Name (Company Legal Name and Individual Name): _____
Contractor HST Registration: _____ Contractor Phone No: _____
Date of Installation: _____



7. ELIGIBLE MEASURES:

The following table sets out the proposed Retrofit Measures, the costs (which can be found at saveonenergy.ca) and the amounts covered by the LDC and/or Participant. The Participant agrees that it shall be liable directly to the LDC for the cost of any Eligible Measures installed where the total of the Direct Install Eligible Costs is in excess of \$1,000, excluding applicable taxes. Direct Install Eligible Costs may only be incurred for whole Eligible Measures and cannot be fractions of or part Eligible Measures. The Participant will be entitled to a discount on such Eligible Measures installed where the amount of the discount will be equal to the amount of the Standard Incentive and the maximum amount chargeable by the Contractor shall be capped at the Direct Install Eligible Cost (less the Standard Incentive). The Participant further agrees that the total cost of the Eligible Measures must be greater than \$300, excluding applicable taxes, based on Direct Install Eligible Cost.

The Direct Install Eligible Cost and the Standard Incentives can be found at saveonenergy.ca

| Quantity of Eligible Measures less than \$1,000 | Quantity Eligible Measures above \$1,000 | Existing Equipment | Retrofit Measure | Direct Install Eligible Costs (\$/unit) | Standard Incentive (\$/unit) | Participant Contribution |
|---|--|----------------------|---------------------|---|------------------------------|--------------------------|
| 2 | 0 | ACP | W.O. \$500 - \$2000 | 51.00 | 0 | 0 |
| 4 | 0 | 4 - 4' 40W M-Ballast | 4 - 4' 25W NBF | 66.50 | 0 | 0 |
| 1 | 0 | 2 - 4' 40W M-Ballast | 2 - 4' 25W NBF | 54.25 | 0 | 0 |
| 20 | 0 | Incand - 150W A Lamp | 28W-32W CFL | 17.75 | 0 | 0 |
| 4 | 0 | Incand - 100W A Lamp | 23W CFL | 14.00 | 0 | 0 |
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| | | |
|----|---|-----------|
| A. | Direct Install Eligible Cost Payment (sum of Direct Install Eligible Costs) | \$ 833.25 |
| B. | Standard Incentive Payment (sum of Standard Incentives) | \$ 0.00 |
| C. | Contractor Payment (sum of A. and B.) | \$ 833.25 |
| D. | Sum of Participant Contributions | \$ 0.00 |
| E. | Retrofit Cost (sum of C. and D.) | \$ 833.25 |

8. OTHER ACTIVITIES:

Please provide information on the other Existing Equipment that was not retrofitted as part of this Work Order.

| Item # | Existing Equipment | # of units | Proposed Retrofit Measures | # of units |
|--------|--------------------|------------|----------------------------|------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |



PARTICIPANT AGREEMENT

As consideration for the installation of the Eligible Measures (as listed in section 7 of the Work Order) and the Standard Incentives (as calculated in section 7 of the Work Order) discount, and pursuant to the Work Order, the Participant (as identified in section 2 of the Work Order) agrees to the following terms and conditions:

1. This Participant Agreement is between and is binding on your local distribution company (as identified in section 1 of the Work Order, your "LDC") and the Participant. The Contractor (as identified in section 6 of the Work Order), for the purposes of this Initiative, is a subcontractor of the LDC and the LDC may subcontract any of its responsibilities under this saveONenergy SMALL BUSINESS LIGHTING (the "Initiative") to the Contractor, an affiliate or a third party.
2. The Participant has reviewed the Work Order and confirms that all information is true, complete and accurate. In particular, the Participant has reviewed Section 7 of the Work Order (Eligible Measures) and confirms that the equipment listed under "Existing Equipment" accurately describes the Participant's current equipment to be replaced, and "Retrofit Measure" accurately describes the new energy efficient equipment to be installed.
3. The LDC shall install Eligible Measures at the Facility (identified in section 2 of the Work Order). The Eligible Measures must be whole Eligible Measures and cannot be fractions of or part Eligible Measures and must have an aggregate value of at least \$300 based on Direct Install Eligible Costs (excluding applicable taxes).
4. The Participant shall be liable directly to the LDC for the cost of any Eligible Measures installed where the total of the Direct Install Eligible Costs is in excess of \$1,000, excluding applicable taxes, and such costs may only be incurred for whole Eligible Measures and cannot be fractions of or part Eligible Measures. The Participant will be entitled to a discount on such Eligible Measures installed in excess of the \$1000 threshold where the amount of the discount will be equal to the amount of the Standard Incentive, and the maximum amount chargeable by the Contractor shall be capped at the Direct Install Eligible Cost (less the Standard Incentive, if applicable) listed on the Eligible Measure Price List available at saveonenergy.ca
5. The LDC directs and authorizes the Participant to pay amounts described in Section 4 above directly to the Contractor
6. The Participant authorizes (i) the LDC to install the Eligible Measures at the Facility and (ii) the LDC to remove and dispose of any Existing Equipment that has been replaced.
7. Neither of the Ontario Power Authority ("OPA") nor the LDC will be liable for any direct, indirect, special or consequential damages, costs or losses arising from the installation or use of the Eligible Measures, whether in accordance with the manufacturer's instructions or otherwise, or from any actions, negligence or misconduct by any Contractor.
8. The Participant represents and warrants that:
 - (a) the Participant is not a Residential Consumer;
 - (b) the Participant owns or leases the Facility and the equipment being replaced; provided that if the Participant is a lessee of either the Facility or the equipment being replaced that it has all right and authority to install the Eligible Measures at the Facility;
 - (c) the Retrofit Measures were not purchased and the Eligible Measures were not installed before the date of the Work Order;
 - (d) the Facility is within the service area of the LDC;
 - (e) where the Facility is individually metered, it is the subject of a General Service <50kW Account;
 - (f) where the Facility is not individually metered by the LDC, the average estimated demand of all unit connected to that meter over a twelve month period is less than 50kW based on the bulk metered data;
 - (g) the Facility did not previously participate in this Initiative;
 - (h) the Facility did not participate in the Power Savings Blitz (Small Commercial Direct Install Program); and
 - (i) the Facility did not receive the Existing Equipment in the Equipment Replacement Incentive Initiative or its predecessor OPA-funded programs including, without limitation Toronto Hydro – Business Incentive Program, Building Owners and Managers Association of Toronto CDM Program, City of Toronto – Existing Buildings Program, and the Greensaver/Multi-Family Energy Efficiency Rebate Program or Enbridge High Performance New Construction Program;
 - (j) the Participant has not received, is not receiving or will not receive any financial incentives generally funded by energy ratepayers or tax payers of the Province of Ontario with respect to the Eligible Measures to be implemented;
 - (k) the Participant would not otherwise have undertaken this retrofit project without the financial support and participation of your LDC;
 - (l) the Participant understands and agrees to the terms and conditions as set forth herein;
 - (m) the Participant understands and agrees that if the Work Order is accepted by the LDC, it will be bound by this Agreement; and
 - (n) it has the authority and capacity to enter into this Agreement.
9. The Participant covenants that:
 - (a) the Eligible Measures will be installed on or before December 31, 2014;
 - (b) the Participant will participate in any follow up surveys, studies, audits, evaluations or verifications conducted by the LDC or the OPA or their agents in connection with the Initiative, including for the purpose of proper administration, monitoring and verification of the Work Order or evaluation of the Initiative, and will provide to the LDC, the OPA, the Contractor, the Assessor and their respective affiliates, employees, agents, officers, directors, service providers or heirs or assigns (together, the "Program Operators") reasonable access to the Participant's records and Facilities for such purposes;
 - (c) The Participant will not remove any Retrofit Measure (other than in the normal course of operation) for a minimum period of four years; and



- (d) The Participant will pay the taxes, if any, imposed under Part IX of the Excise Tax Act (Canada) on the Participant's share of the costs of installed Eligible Measures above \$1,000.
10. The Participant hereby consents to the collection, use, disclosure and other handling of any information it provides to the Program Operators, including personal information and records showing historical energy use and consumption (the "**Participant Information**") by the Program Operators for purposes relating to the operation, administration or assessment of the Initiative or the Work Order, and in connection with any reporting activities relating to the Initiative, which shall include, without limitation: (i) sharing of Participant Information among the Program Operators; (ii) use by the Program Operators of the Participant Information provided by the Participant to conduct, analyze and report on the results of surveys and to modify the Initiative based on such surveys; and (iii) disclosure to the Ontario Energy Board, the Independent Electricity System Operator, the Ontario Ministry of Energy or the Ontario Environmental Commissioner or their respective successors. The Participant agrees that the OPA may provide the LDC with information on its participation in any program listed in 8 (g), (h), (i) or (j) for the purpose of confirming the Participant's eligibility.
11. All right, title and interest in and to all benefits or entitlements associated with decreased environmental impacts now or in the future, direct or indirect, arising as a result of, relating to or in connection with the electricity savings or demand savings for which the Participant Incentive has been paid, and the right to quantify and register these, including without limitation, any energy efficiency certificate, renewable energy certificate, credit, reduction right, offset, allocated pollution right, and emission reduction allowance (collectively, the "**Environmental Attributes**") are hereby transferred and assigned, or to the extent transfer or assignment is not permitted, held in trust for, by the Participant to the LDC and its successors and assigns. The LDC shall be entitled, unilaterally and without the consent of the Participant, to deal with such Environmental Attributes in any manner it determines. The Participant acknowledges that the LDC has further transferred and assigned to the OPA, or may further transfer and assign to the OPA, such Environmental Attributes and that the OPA may direct the Participant in the same manner as the LDC and that the OPA or the LDC may direct the Participant to take such actions and do all such things necessary to certify, obtain, qualify and register with the relevant authorities or agencies such Environmental Attributes for the purpose of transferring such Environmental Attributes to the OPA.
12. With the Participant's prior consent, the LDC and the Ontario Power Authority (the "OPA") may publicize the Participant's participation in the Initiative.
13. Except as specifically set forth or referenced in this Agreement, there are no representations, warranties, or conditions of either party to this Agreement, express, implied, statutory or otherwise, regarding any matter, including any implied warranties or conditions of quality, workmanship, safety, legal compliance or fitness for a particular purpose. Without limiting the generality of the foregoing, the Participant acknowledges that its participation in the Initiative is based upon its own assessment of the Initiative and not on any reliance on anticipated or projected results, and that such participation may not result in the achievement of any electricity savings or demand savings, which are expressly disclaimed by the Participant.
14. Notwithstanding anything contained herein to the contrary, the Participant will indemnify and save harmless each of the Program Operators and their respective directors, officers and employees from any and all liability and all claims, losses, damages (including indirect or consequential damages), expenses and proceedings for personal injury (including death) or property damage of any person relating to, in connection with, resulting from, or arising out of the Initiative, including by reason of the actual or alleged installation of any Eligible Measures and its operation or any other matter contemplated by this Agreement.
15. Except as otherwise provided, this Agreement constitutes the entire agreement between the parties in connection with its subject matter and supersedes all prior representations, communications, negotiations and understandings, whether oral, written, express or implied, concerning the subject matter of this Agreement. This Agreement may not be varied, amended or supplemented except by an agreement executed by both of the parties. Each of the parties will, from time to time, on written request of the other party, do all such further acts and execute and deliver or cause to be done, executed and delivered all such further things as may be reasonably required in order to fully perform and to more effectively implement the terms of this Agreement. This Agreement will be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein. The invalidity, unenforceability or illegality of any provision in this Agreement will not, to the extent permitted by Applicable Law, affect the validity, enforceability or legality of any other provision of this Agreement, which will remain in full force and effect.
16. The Participant acknowledges that it is an independent contractor, and that there is no joint venture, partnership or agency created or implied by this Agreement.
17. This Agreement will enure to the benefit of and be binding upon the parties and their respective successors and assigns. This Agreement will not be assigned to another person other than an affiliate except with the prior written consent of the LDC, which consent may not be unreasonably withheld or delayed.
18. Except as provided in Sections 7, 9 10, 11 and 12 this Agreement is solely for the benefit of:
- (a) the LDC, and its successors and assigns, with respect to the obligations of the Participant under this Agreement, and
 - (b) the Participant, and its successors and permitted assigns, with respect to the obligations of the LDC under this Agreement;
- and this Agreement will not be deemed to confer upon or give to any other person any claim or other right or remedy.
19. If the Participant is an owner or operator of a Facility which permits tenants to occupy rental units subject to the Residential Tenancies Act, 2006 (the "RTA"), the Participant shall not use the Participant Incentives as a basis for applying to the Landlord and Tenant Board (being the "Board" in the RTA), for an increase in the annual rent amounts paid by such tenants above the annual rent-increase guideline permitted under the RTA.
20. This Agreement may be executed and delivered by facsimile transmission or by any other method of electronic execution and the parties may rely upon all such signatures as though such signatures were original signatures.
21. Each party to this Agreement will comply, in all material respects, with all laws and regulations required to be complied with in the performance of its obligations hereunder.



All information in this Work Order is true, complete and accurate, and the Participant agrees that the LDC shall remove the Existing Equipment and install the Retrofit Measures identified in Section 7. The Participant has reviewed and agrees to be bound by the terms and conditions[in the Participant Agreement] [set out on reverse/below]

KIWANIS SUNNY COVE

| PARTICIPANT/LEGAL COMPANY NAME | AUTHORIZED SIGNATURE | DATE |
|--------------------------------|----------------------|------|
|--------------------------------|----------------------|------|

| NAME | TITLE |
|------|-------|
|------|-------|

| AUTHORIZED SIGNATURE | DATE |
|----------------------|------|
|----------------------|------|

| NAME | TITLE |
|------|-------|
|------|-------|

I/we have authority to bind the Participant

The Eligible Measures were installed in accordance with this Work Order on _____

KIWANIS SUNNY COVE

| PARTICIPANT/LEGAL COMPANY NAME | AUTHORIZED SIGNATURE | DATE |
|--------------------------------|----------------------|------|
|--------------------------------|----------------------|------|

| NAME | TITLE |
|------|-------|
|------|-------|

| AUTHORIZED SIGNATURE | DATE |
|----------------------|------|
|----------------------|------|

| NAME | TITLE |
|------|-------|
|------|-------|

I/we have authority to bind the Participant



APPENDIX A

The following table sets out the proposed Retrofit Measures, the costs (which can be found at saveonenergy.ca) and the amounts covered by the LDC and/or Participant. The Participant agrees that it shall be liable directly to the LDC for the cost of any Eligible Measures installed where the total of the Direct Install Eligible Costs is in excess of \$1,000, excluding applicable taxes. Direct Install Eligible Costs may only be incurred for whole Eligible Measures and cannot be fractions of or part Eligible Measures. The Participant will be entitled to a discount on such Eligible Measures installed where the amount of the discount will be equal to the amount of the Standard Incentive and the maximum amount chargeable by the Contractor shall be capped at the Direct Install Eligible Cost (less the Standard Incentive). The Participant further agrees that the total cost of the Eligible Measures must be greater than \$300, excluding applicable taxes, based on Direct Install Eligible Cost.

The Direct Install Eligible Cost and the Standard Incentive can be found at saveonenergy.ca

Voltage: 120

| Item # | Quantity of Eligible Measures less than \$1,000 | Quantity of Eligible Measures above \$1,000 | Existing Equipment | Location | HT | Lamp | Retrofit Measure | Direct Install Eligible Costs (\$/unit) | Standard Incentive (\$/unit) | Participant Contribution |
|--------|---|---|----------------------|--------------------|-----|------|---------------------|---|------------------------------|--------------------------|
| 42 | 2 | 0 | ACP | | | None | W.O. \$500 - \$2000 | 51.00 | 0 | 0 |
| 72 | 4 | 0 | 4 - 4' 40W M-Ballast | kitchen main hall | 10' | 41k | 4 - 4' 25W NBF | 66.50 | 0 | 0 |
| 71 | 1 | 0 | 2 - 4' 40W M-Ballast | garage | 9' | 41k | 2 - 4' 25W NBF | 54.25 | 0 | 0 |
| 25 | 20 | 0 | Incand - 150W A Lamp | Garage & main hall | 9' | 27k | 28W-32W CFL | 17.75 | 0 | 0 |
| 24 | 4 | 0 | Incand - 100W A Lamp | bathrooms | 9' | 27k | 23W CFL | 14.00 | 0 | 0 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

| | | Subtotal | HST | Total |
|----|---|-----------|-----------|-----------|
| A. | Direct Install Eligible Cost Payment (sum of Direct Install Eligible Costs) | \$ 833.25 | \$ 108.32 | \$ 941.57 |
| B. | Standard Incentive Payment (sum of Standard Incentives) | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| C. | Incentive Payment to Contractor (sum of A. and B.) | \$ 833.25 | \$ 108.32 | \$ 941.57 |
| D. | Sum of Participant Contributions (paid to Installer) | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| E. | Total Retrofit Cost (sum of C. and D.) | \$ 833.25 | \$ 108.32 | \$ 941.57 |

| |
|--|
| Estimated \$ Savings/Year = \$338.44 |
| Estimated kWh Savings/Year = 3384 |
| Comments: |
| Please contact the Small Business Lighting helpline if you have any questions: 1-866-932-8283 |
| If a Work Order Form was left by the Auditor and you would like to proceed with the retrofit work, please fax all pages of the signed form to: 905-426-1157 |

MEMORANDUM



TO: Mayor and Council

FROM: Christine Ruppenstein, Human Resources Manager

DATE: October 16, 2012

SUBJECT: Return to Work Policy

Please see the attached new Return to Work Policy for review and approval.

The Corporation is participating in a program called Safety Groups through WSIB, which outlines specific initiatives that the Corporation has agreed to undertake that will improve the health and safety program within our organization.

If all of the outlined initiatives are completed, then there is a possibility of receiving a certain percentage of WSIB premium refunded at the end of the year. This program is a group program with multiple employers, and the success of the program is dependent upon the collective outcome of all the participating employers.

This specific initiative is the development of a Return to Work Policy in the event that an employee receives a workplace injury and is off work for a period of time. Upon approval, this policy will be reviewed with current employees within the organization as well as distributed as part of the hiring package.

A handwritten signature in blue ink, appearing to be 'CR'.

COUNCIL APPROVAL OF THIS REPORT WILL authorize the approval of the Return to Work Policy.

THE TOWN OF FORT FRANCES

Section: Health and Safety

Policy: Return to Work (RTW)

Creation Date: September 2012

Revised Date: no date

Resolution Number:

Supersedes Resolution Number: no date

Policy Number: 5.40

1. POLICY STATEMENT

The Town of Fort Frances is committed to providing a healthy and safe workplace for our workers. Preventing work-related injuries and illnesses is our primary goal.

Our RTW Program provides opportunities for a worker who is injured on the job to return to work at full duty. If the worker is not physically capable of returning to full duty, the program provides opportunities to perform the regular job with modifications or, when available, to perform alternate temporary work that meets the worker's physical capabilities.

The Town and its workers are committed to co-operating and participating in their RTW Program.

2. SCOPE

The RTW Program applies to all workers of the town, both unionized and non-unionized, and management. The program covers work related injuries and illnesses.

3. ROLES AND RESPONSIBILITIES

a. Employer Responsibilities

- Provide a safe work environment.
- Promptly report work-related injuries/illnesses to the WSIB when they occur.
- Develop written return to work policies and procedures that are fair and consistently applied to all workers covered by the program.
- Educate all workers about the RTW program.
- Train all supervisors in effective return to work strategies.
- Train workers on proper reporting of incidents and incident investigation.
- Communicate regularly with workers during their time away from work, and monitor their progress when they return.
- Work with the worker and treating health professional to identify suitable work.
- Modify the workplace as required to accommodate workers who are disabled due to illness or injury.
- Monitor the progress of workers in modified work programs and meet with them regularly to ensure they will be successful in achieving their return to work goal.

b. Worker Responsibilities

- Know and follow safety policies and procedures.
- Report any injury/illness immediately.
- If medical attention is necessary, inform the treating health professional that return to work opportunities are available in the workplace to accommodate their physical abilities. Keep the treating health professional informed about return to work options and injury/illness symptoms.
- Communicate with the employer through the recovery period, and cooperate with the employer in finding suitable employment for return to work.
- Inform the Supervisor or Human Resources Manager about any concerns with treatment, benefits, work duties, changes in circumstances, etc.
- Comply with the recommendations of treating health professionals; attend all medical or rehabilitation appointments regularly; attend independent assessments as requested.
- Take an active role in developing their return to work plan.
- Obtain the necessary documentation from the treating health professional as may be required by the employer (for example, functional abilities information)
- Report any concerns with the return to work to the supervisor or to the WSIB case manager, so the problems can be addressed promptly.
- Attend scheduled return to work progress meetings with the employer/supervisor.

c. Supervisor/Manager Responsibilities

- Take appropriate action when an injury or illness is reported.
- Participate in return to work planning.
- Identify appropriate work duties, transitional work options and temporary or permanent job accommodations for employees with disabilities.
- Monitor safe work practices of workers who are returning to work.
- Answer co-workers' questions and concerns about workers with disabilities, job modifications, job restructuring, etc., being careful to maintain the confidentiality of the worker's situation.
- Promote safe work practices and support the efforts of the Town's health and safety program.

d. Human Resources Manager

- Works with the Supervisor / Manager to coordinate and implement the RTW process.
- Shall request that the employee produce documentation from his/her physician to establish his/her physical and mental abilities and any information on limitations resulting from the injury through the completion of a Functional Abilities Form.
- Provide the absent employee with information regarding the RTW process, and ensure that they understand the procedures, and their responsibilities.
- Shall communicate with the employee, union or association, supervisor, and attending physician to ensure a complete understanding of the absent employee's abilities, possible job restrictions, the physical job demands required, and a timetable for a return to work.

e. WSIB Responsibilities

- Provide education to workers and employers
- Actively case manage and monitor activities, progress and co-operation of the workplace parties
- Maintain communication with the employer, the worker and their treating health professional throughout the RTW process
- Determine the suitability of employment and fitness to return to work
- Encourage and actively assist the worker in their successful RTW
- Determine compliance with re-employment and co-operation obligations
- Provide RTW resources that the workplace parties may choose to access

- Provide Labour Market Re-entry services
- In cases where the workplace parties are having trouble achieving a successful RTW outcome,
- Assist workplaces to problem solve workplace issues that present an obstacle to successful RTW
- Facilitate communication between workplace parties, health professionals, unions and other interested parties
- Obtain commitment from the worker and employer on the RTW plan and process
- Attempt to resolve disputes that are preventing a successful RTW outcome.

f. Treating Health Professional Responsibilities

- Provide appropriate, effective health care that facilitates recovery and expedites return to productive work.
- Provide information on the worker's functional abilities when requested by the company, the worker or the WSIB.
- Complete functional assessment forms thoroughly, being alert to job demands that might cause re-injury or aggravation of an existing condition.
- Suggest ways in which tasks could be modified to place less strain on existing injuries or conditions.
- Establish and maintain open communication with the workplace, having regard for patient confidentiality.
- Provide timely information to the WSIB.

4. PROCEDURE

- a. A worker who is injured at work must immediately report the incident to their supervisor
- b. The supervisor is required to:
 - Obtain immediate medical attention for the worker who is injured or ill
 - Arrange for transportation to get medical care, if needed
 - Complete an incident investigation report
 - Submit a copy of the report to the Human Resources Manager
 - Maintain contact with the worker through the recovery period.
- c. The Supervisor with the assistance of the Human Resources Manager and worker will work together to plan the return to work
- d. The worker is responsible for following medical restrictions on the job
- e. Following the worker's return to work, the supervisor with the assistance of the Human Resources Manager monitors the worker's progress, to help resolve any difficulties and ensure that restrictions are carefully followed

The worker must immediately report any difficulties performing assigned work, at which point, the supervisor and worker will work to address the problem.

Return to Work Plan

This RTW Plan sets out the modified or 'light duty work' that is meaningful and that is available and consistent with the worker's functional abilities, as required by WSIB. It is signed by the injured worker and the supervisor before commencing modified work, so both parties agree with the modified work assignment.

The injured worker must assist the employer to identify suitable employment that is available and consistent with their functional abilities.

The overall goal is to allow early return to work in modified jobs, which allows healing while contributing meaningful work, until worker has healed enough to do their pre-injury job.

| Return to Work Plan | |
|---|--------------|
| Worker Name: | Claim #: |
| Pre-injury job: | Injury Date: |
| Area(s) of Injury: | |
| Functional Abilities Form (FAF) in place? _____ (Y/N) Date of FAF _____ Briefly describe workers abilities or limitations (add more detail if no FAF in place): | |
| Is there an active treatment plan that impacts RTW? _____ (Y/N) If yes provide details: | |
| Describe the modified work to be done and include any special accommodations (<i>i.e. progressive work hours each day, comfortable work location, etc</i>): | |
| When will worker and employer meet again to discuss overall progress and/or Modified Work exit strategy? | |
| Specify how worker will be paid: Worker will be paid for hours worked only _____ Or, Employer will pay full regular wages _____ | |

If there are any concerns arising from this Work Plan please discuss immediately and contact the WSIB Case Manager if unable to resolve.

Worker: _____ Worker signature: _____

Supervisor: _____ Supervisor Signature: _____

Other: _____ Other Signature: _____

Date: _____

Sample Letter to Health Professional

[Company letterhead]

[Date of letter]

[Health Professional's name and address]

Subject: [Worker's name and date of injury]

Dear Dr. _____:

[Company name] has a Return to Work (RTW) Program for our workers who have had a work-related injury or illness. The program is designed to return them safely to medically suitable work as soon as possible.

Enclosed is a detailed job description for the regular job of the worker named above. The job may be modified, if possible, to meet restrictions that you assign.

If our worker is unable to return to his or her regular job, we will attempt to find a suitable alternate work assignment that can accommodate the restrictions.

We will ensure that any assignment meets all requirements, and will consider re-arranging work schedules around appointments if necessary.

If you require additional information about a possible work assignment or about our RTW program, please call [company contact name and number].

Sincerely,

[Signature and title]

October 12, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: September 2012 Drinking Water Systems Monthly Summary Report



Please find attached the September 2012 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the September 2012 report as presented.

Respectfully submitted,
Operations & Facilities Division

Doug Brown

Doug Brown, P. Eng.
Manager of Operations & Facilities

Council approval of this report will accept the September 2012 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.

c.c. – Doug Herr, Environmental & Facilities Supt.
Randy White, Senior WTP Operator

09 Council Water Report September 2012.doc

RECOMMENDED

OCT 12 2012
DIV. MNG. *Doug Brown*
EXECUTIVE COMM. *R. White*

September, 2012

**Monthly Summary Report
Water Systems**

**Prepared by: Randy White, ORO
Senior Water Treatment Plant Operator**

Dated: October 12, 2012

1) **Introduction -**

This report contains the major maintenance activities and operational events that occurred during the month of September 2012 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works # 26002736. This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. 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.

2) **Flow Data**

Water Treatment Plant: See attached spreadsheet. No flow data for Airport groundwater well.

3) **Microbiological (Health Related) Water Analysis– Main Water System # 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.

4) **Microbiological (Health Related) Water Analysis– Airport Groundwater Well # 26002736**

No samples taken.

The Airport has signs posted in the men's and women's washroom stating that the water has not been tested or treated for drinking purpose in accordance with the Health Protection and Promotion Act – Section 7 of the Small Drinking Water Systems Regulation, O. Reg. 318/08 (*Amended to Safe Drinking Water Act, 2002 - Section 6 of Ontario Regulation 252/05*). The operators do a visual inspection of the warning notices at a minimum of once per week to ensure that they are legible and comply with Ontario Regulation 318/08, Section 7(5).

5) Free Available Chlorine Residual (FAC) – Main Water System – # 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 # 26002736

Signs posted, exempt from testing.

7) Maintenance Activities at the WTP

- Sept. 03rd - blew down clarifier No.1, manually.
- Sept. 05th - blew down clarifier No.1, manually.
- Sept. 06th - cleaned the four (4) check valves on the poly unit.
- cleaned the top and bottom tank on the poly unit.
- Sept 11th - changed oil and filters on compressor No. 1.
- changed oil and filters on compressor No. 2.
- cleaned, lubricated & inspected poly metering pump No. 3 & 4.
- Sept 12th - took No. 3 filter off line and worked on influent valve.
- Sept 13th - finished working on filter No. 3 influent valve.
- blew down clarifier No.1, manually.
- Sept 14th - cleaned the soda ash auger.
- Sept 18th - blew down clarifier No.1, manually.
- Sept 27th - blew down clarifier No.1, manually.
- cleaned the four (4) check valves on the poly unit.
- cleaned the top and bottom tank on the poly unit.

8) Water Complaints –

- Poor Pressure – 0 complaint.
- Water quality – 0 complaints.

9) Other Miscellaneous Information:

- Sept. 01st - checked Sunny Cove Camp water system.
- Sept. 02nd - checked Sunny Cove Camp water system.
- Sept. 03rd - checked Sunny Cove Camp water system.
- Sept. 04th - took weekly routine bacti samples.
- Sept. 05th - checked Sunny Cove Camp water system.
- Sept. 10th - checked Sunny Cove Camp water system.
- took weekly routine bacti samples.
- Sept. 12th - fire hydrant replacement - 1st set (16 samples).
- Sept. 13th - fire hydrant replacement - 2nd set (16 samples).
- Sept. 17th - micro samples taken at Sunny Cove.
- took weekly routine bacti samples.
- took quarterly samples at Sunny Cove.
- Sept. 18th - took Landfill site samples
- Sept. 24th - took weekly routine bacti samples.
- Sept. 25th - received a load of Alum.

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:

- Randy White, ORO, Senior WTP Operator: Brad Webb
- Doug Herr, Environmental & Facilities Supt.: _____
- Doug Brown, Manager of Operations & Facilities: Doug B
- Mark McCaig, CAO: Mark McCaig
- Rick Wiedenhoef, Chair O & F Exec Committee: R. Wiedenhoef
- Roy Avis, Mayor: [Signature]
- Paul Ryan, Councillor: Paul Ryan
- John Albanese, Councillor: _____
- Andrew Hallikas, Councillor: _____
- Sharon Tibbs, Councillor: _____
- Ken Perry, Councillor: Ken Perry

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 myself or Randy White, Senior WTP Operator at 274-2325.

| Flow Data | SEPTEMBER | Units | 2010 | | 2011 | | 2012 | |
|--|----------------|-------|------------------|--------|------------------|--------|------------------|--------|
| | | | Day of the Month | | Day of the Month | | Day of the Month | |
| Total Raw Water | m ³ | | | 183450 | | 190980 | | 180550 |
| Raw Maximum Day | m ³ | | Saturday 04th | 6560 | Sunday 11th | 7550 | Tuesday 04th | 7240 |
| Raw Minimum Day | m ³ | | Sunday 26th | 5790 | Friday 30th | 5500 | Sunday 30th | 5070 |
| Raw Average Daily Consumption | m ³ | | | 6120 | | 6370 | | 6020 |
| Total Treated Water | m ³ | | | 134160 | | 130060 | | 129620 |
| Treated Water Maximim Day Consumption | m ³ | | Thursday 16th | 5100 | Saturday 10th | 5520 | Tuesday 04th | 5640 |
| Treated Water Minimim Day Consumption | m ³ | | Sunday 19th | 3940 | Friday 23rd | 3470 | Saturday 22nd | 3600 |
| Treated Water Average Day Consumption | m ³ | | | 4470 | | 4340 | | 4320 |
| Daily Average Per Household Consumption Rate | m ³ | | | 1.18 | | 1.15 | | 1.14 |
| * Daily Average Per Person Consumption Rate | m ³ | | | 0.56 | | 0.54 | | 0.54 |
| Monthly Averages - Operating Parameters WTP: | | | | | | | | |
| FAC Residual - Treated Water | mg/L | | | 2 | | 1.87 | | 1.73 |
| Total Chlorine Residual - Treated Water | mg/L | | | 2.34 | | 2.22 | | 2.06 |
| Aluminum Sulphate - Raw Water | mg/L | | | 34.1 | | 34.5 | | 33.9 |
| Aluminum Sulphate - Treated Water Residual | mg/L | | | 0.05 | | 0.06 | | 0.05 |
| Fluoride - Treated Water | mg/L | | | 0.65 | | 0.63 | | 0.62 |
| Soda Ash - Raw Water | mg/L | | | 34 | | 34 | | 34 |
| PH - Adjusted | mg/L | | | 7.24 | | 7.22 | | 7.38 |
| Temperature | C | | | 16 | | 17.7 | | 17.5 |
| Quantity of Chemical Used: | kg | | | | | | | |
| Aluminum Sulphate | kg | | | 6247.4 | | 6588.8 | | 6133.1 |
| Polyelectrolyte | kg | | | 50 | | 50 | | 75 |
| Chlorine Gas | kg | | | 791 | | 774 | | 717 |
| Soda Ash - Used for PH Adjustment | kg | | | 6237.3 | | 6493.3 | | 6138.7 |
| Fluoride | kg | | | 648 | | 693 | | 570 |

* The Canadian Average is 450 Litres (0.45 m³) per day.

* Population is 7986

* Number of Households is 3783

| Operating Data | | | Units | *MAC or Range | 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 | Total | Average |
|---|-----------------------------------|-----|------------|------------------|-------|-------|-------|--------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|---------|---------|--------|-------|---------|
| Flow rates | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Raw Water | 10 ³ M ³ /3 | 17 | 6.94 | 6.93 | 6.74 | 7.24 | 6.86 | 6.92 | 6.13 | 6.61 | 6.70 | 5.50 | 6.05 | 6.05 | 6.05 | 6.02 | 5.96 | 5.83 | 6.41 | 5.94 | 6.06 | 6.04 | 5.99 | 6.11 | 6.03 | 5.27 | 5.07 | 5.18 | 5.15 | 5.21 | 5.20 | 5.34 | 5.07 | 180.55 | 6.02 | |
| Peak Instantaneous -Raw Water | L/s | | 90.58 | 112.78 | 80.76 | 84.28 | 83.88 | 88.70 | 80.68 | 70.58 | 70.78 | 70.56 | 70.59 | 70.59 | 70.57 | 70.91 | 70.74 | 70.73 | 70.59 | 70.88 | 70.73 | 70.60 | 70.67 | 70.79 | 70.45 | 60.60 | 60.67 | 60.66 | 60.77 | 60.60 | 60.49 | 2176.81 | 72.56 | | | |
| Treated Water | 10 ³ M ³ /3 | 17 | 5.19 | 4.85 | 4.05 | 5.64 | 5.19 | 4.79 | 4.65 | 4.16 | 4.70 | 4.09 | 4.66 | 5.06 | 4.52 | 4.16 | 3.89 | 4.60 | 4.44 | 4.28 | 3.85 | 4.18 | 3.99 | 3.60 | 4.10 | 3.68 | 3.90 | 3.70 | 3.83 | 3.87 | 4.27 | 3.73 | 129.62 | 4.32 | | |
| Peak Instantaneous - Treated Water | L/s | | 111.30 | 84.50 | 83.70 | 85.30 | 89.17 | 102.05 | 88.64 | 90.14 | 85.59 | 85.12 | 90.77 | 85.60 | 84.80 | 83.70 | 85.17 | 86.16 | 83.48 | 87.58 | 84.88 | 85.53 | 81.51 | 83.46 | 70.71 | 71.79 | 71.67 | 80.57 | 84.51 | 73.93 | 62.45 | 61.15 | 2504.92 | 83.50 | | |
| Backwash Water | 10 ³ M ³ /3 | n/a | 0.539 | 0.487 | 0.541 | 0.489 | 0.538 | 0.485 | 0.540 | 0.486 | 0.541 | 0.488 | 0.539 | 0.490 | 0.535 | 0.491 | 0.540 | 0.486 | 0.542 | 0.489 | 0.541 | 0.491 | 0.540 | 1.030 | 0.497 | 0.540 | 0.492 | 0.539 | 0.492 | 0.533 | 0.494 | 0.545 | 15.980 | 0.533 | | |
| Fluoride Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fluoride Residual - Treated Water | mg/l | | 0.5 to 0.8 | 0.63 | 0.62 | 0.63 | 0.52 | 0.50 | 0.50 | 0.51 | 0.50 | 0.50 | 0.53 | 0.59 | 0.50 | 0.58 | 0.63 | 0.64 | 0.63 | 0.65 | 0.67 | 0.76 | 0.69 | 0.69 | 0.67 | 0.75 | 0.70 | 0.72 | 0.75 | 0.77 | 0.85 | 0.66 | 0.52 | 13.66 | 0.62 | |
| Turbidity Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Raw Water | NTU | | 1.34 | 1.26 | 1.21 | 1.31 | 1.28 | 1.37 | 1.39 | 1.35 | 1.47 | 1.37 | 1.44 | 1.41 | 1.53 | 1.46 | 1.41 | 1.37 | 1.29 | 1.35 | 1.32 | 1.29 | 1.33 | 1.35 | 1.27 | 1.31 | 1.35 | 1.27 | 1.22 | 1.44 | 1.21 | 1.11 | 40.08 | 1.34 | | |
| Settled Water | NTU | | 0.11 | 0.10 | 0.10 | 0.11 | 0.09 | 0.08 | 0.12 | 0.12 | 0.15 | 0.08 | 0.24 | 0.18 | 0.08 | 0.08 | 0.08 | 0.08 | 0.07 | 0.07 | 0.08 | 0.11 | 0.10 | 0.08 | 0.09 | 0.09 | 0.08 | 0.09 | 0.09 | 0.11 | 0.10 | 0.09 | 0.13 | 3.10 | 0.10 | |
| Treated Water | NTU | | 0.06 | 0.04 | 0.04 | 0.08 | 0.07 | 0.07 | 0.08 | 0.09 | 0.12 | 0.08 | 0.07 | 0.07 | 0.06 | 0.06 | 0.06 | 0.06 | 0.04 | 0.04 | 0.05 | 0.09 | 0.08 | 0.09 | 0.06 | 0.05 | 0.06 | 0.07 | 0.06 | 0.07 | 0.08 | 0.06 | 0.07 | 2.02 | 0.07 | |
| Other Operating Parameters | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| pH - Treated Water | no units | | 6.5 to 8.5 | 7.09 | 7.11 | 7.04 | 7.20 | 7.41 | 7.51 | 7.56 | 7.34 | 7.36 | 7.37 | 7.05 | 7.53 | 7.49 | 7.42 | 7.39 | 7.40 | 7.32 | 7.05 | 7.36 | 7.11 | 7.60 | 7.40 | 7.52 | 7.44 | 7.45 | 7.01 | 7.54 | 7.98 | 7.58 | 7.72 | 221.35 | 7.38 | |
| pH - Settled Water | no units | | 6.00 | 5.96 | 6.04 | 6.11 | 6.02 | 6.04 | 6.66 | 6.32 | 6.22 | 6.09 | 5.91 | 6.01 | 6.05 | 6.01 | 6.08 | 6.05 | 6.09 | 6.01 | 5.99 | 6.20 | 5.99 | 6.00 | 5.99 | 6.06 | 6.00 | 6.09 | 5.87 | 5.98 | 5.97 | 5.93 | 181.74 | 6.06 | | |
| pH - Raw Water | no units | | 6.89 | 6.94 | 6.90 | 6.87 | 7.08 | 7.02 | 7.01 | 6.90 | 6.86 | 6.57 | 6.69 | 7.05 | 7.16 | 7.17 | 7.10 | 7.07 | 7.11 | 7.12 | 6.89 | 6.96 | 7.09 | 7.10 | 7.12 | 7.08 | 7.10 | 7.12 | 7.25 | 7.28 | 7.23 | 7.45 | 211.18 | 7.04 | | |
| FAC - Treated Water | mg/l | | 0.2 to 4 | 1.84 | 1.79 | 1.74 | 1.84 | 1.95 | 2.00 | 1.96 | 1.7 | 1.72 | 1.68 | 1.65 | 1.71 | 1.60 | 1.64 | 1.61 | 1.70 | 1.69 | 1.60 | 1.70 | 1.72 | 1.92 | 1.71 | 1.70 | 1.64 | 1.62 | 1.59 | 1.68 | 1.78 | 1.79 | 1.77 | 52.04 | 1.73 | |
| Total Chlorine Residual - Treated | mg/l | | 0.3 to 7 | 2.16 | 2.06 | 2.02 | 2.18 | 2.26 | 2.28 | 2.25 | 2.02 | 2.02 | 2.17 | 1.96 | 2.11 | 1.93 | 2.01 | 2.10 | 1.95 | 2.04 | 1.89 | 2.11 | 2.01 | 2.28 | 2.00 | 2.04 | 1.96 | 1.89 | 1.75 | 2.10 | 2.19 | 2.20 | 1.82 | 61.76 | 2.06 | |
| Temperature | C | | 15 | 22.0 | 21.0 | 21.0 | 21.0 | 20.0 | 20.0 | 20.0 | 20.0 | 20.0 | 20.0 | 20.0 | 20.0 | 20.0 | 18.0 | 17.0 | 17.0 | 16.0 | 17.0 | 16.0 | 17.0 | 16.0 | 15.0 | 15.0 | 14.0 | 14.0 | 14.0 | 14.0 | 14.0 | 14.0 | 14.0 | 526.0 | 17.5 | |
| Fluoride used (Total Daily Consumption) | kg | | n/a | 23.0 | 22.0 | 19.0 | 19.0 | 17.0 | 18.0 | 16.0 | 16.0 | 17.0 | 13.0 | 15.0 | 15.0 | 14.0 | 22.0 | 24.0 | 26.0 | 25.0 | 24.0 | 24.0 | 24.0 | 23.0 | 24.0 | 23.0 | 20.0 | 18.0 | 19.0 | 19.0 | 19.0 | 18.0 | 17.0 | 23.9 | | |
| Chlorine used (Total Daily Consumption) | kg | | n/a | 30.0 | 31.0 | 29.0 | 32.0 | 31.0 | 30.0 | 26.0 | 24.0 | 27.0 | 22.0 | 24.0 | 24.0 | 24.0 | 22.0 | 25.0 | 24.0 | 24.0 | 24.0 | 24.0 | 23.0 | 24.0 | 23.0 | 20.0 | 18.0 | 18.0 | 19.0 | 19.0 | 19.0 | 18.0 | 17.0 | 23.9 | | |
| Soda ash (Total Daily Consumption) | kg | | n/a | 236.0 | 235.6 | 229.2 | 246.2 | 233.2 | 235.3 | 208.4 | 224.7 | 227.8 | 187.0 | 205.7 | 205.7 | 204.7 | 202.6 | 198.2 | 217.9 | 202.0 | 206.0 | 205.4 | 203.7 | 207.7 | 205.0 | 179.2 | 172.4 | 176.1 | 175.1 | 177.1 | 176.8 | 181.6 | 172.4 | 6138.7 | 204.6 | |
| Soda Ash - Dosage | mg/l | | n/a | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 34.0 | 1020.0 | 34.0 | |
| Alum residual - (Total Daily Consumption) | kg | | n/a | 239.4 | 239.1 | 232.5 | 249.8 | 236.7 | 238.7 | 211.5 | 228.0 | 231.2 | 189.8 | 208.7 | 208.7 | 207.7 | 199.7 | 195.3 | 214.7 | 199.0 | 203.0 | 202.3 | 200.7 | 204.7 | 202.0 | 176.5 | 169.8 | 173.5 | 172.5 | 174.5 | 174.2 | 178.9 | 169.8 | 6133.1 | 204.4 | |
| Alum residual - Dosage | mg/l | | n/a | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 34.5 | 1018.0 | 33.9 | |
| Alum residual - Treated Water | mg/l | | 0.1 | 0.04 | 0.05 | 0.06 | 0.06 | 0.05 | 0.05 | 0.06 | 0.05 | 0.04 | 0.04 | 0.04 | 0.05 | 0.04 | 0.04 | 0.04 | 0.05 | 0.04 | 0.04 | 0.05 | 0.09 | 0.08 | 0.07 | 0.06 | 0.04 | 0.04 | 0.06 | 0.08 | 0.05 | 0.06 | 0.04 | 1.58 | 0.05 | |
| Poly bags added (25 kg bags) | kg | | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 75.0 | 0.5 | | |



TOWN OF FORT FRANCES

ADMINISTRATION & FINANCE DIVISION

TREASURY REPORT 2012/102

TO: Mayor Avis & Members of Council

FROM: Debbie Scofield, Deputy-Treasurer

DATE: October 16, 2012

SUBJECT: Renewal of Municipal Insurance 2012-2013

BACKGROUND

The Town of Fort Frances is in its second year of a four-year term of the current insurance RFP. The terms of the RFP state that:

“The contract shall be for a one-year term effective November 1, 2011, with an option to renew for three additional years upon satisfactory negotiation by both parties”.

Attached please find the renewal proposal from BFL Canada for the period November 1, 2012 to November 1, 2013 as well as an e-mail from Carrie Shouldice of Gillons’ that explains the difference in each line of coverage. The quoted amount of \$193,092.08 (including PST) is a 3.77% (\$7,017.32) overall increase from the 2011/12 premium, with the majority of the increase in property coverage. For your information I have also attached a history of our insurance premiums from 2005 to 2011.

In a poll of five Northwestern Ontario municipalities, the difference between 2011 and 2012 insurance rates range from one seeing a decrease (RFP year) to four with increases that ranged from 1% to 6.5%. The renewal date for these municipalities varied from January to June therefore their rate increase for most of 2013 is unknown while the Town’s coverage will carry until November 1, 2013.

RECOMMENDATION

That the Administration and Finance Executive Committee recommend accepting the Renewal of Municipal Insurance provided by BFL Canada, represented by Gillons’ Insurance Brokers Ltd., for the term November 1, 2012 to November 1, 2013.

Council Approval of This Report Will Agree to the recommendation of the Administration & Finance Executive Committee to accept the Renewal of Municipal Insurance provided by BFL Canada, represented by Gillons’ Insurance Brokers Ltd., for the term November 1, 2012 to November 1, 2013

BFL MAKES A DIFFERENCE

Municipal Insurance Program
Renewal Proposal

Corporation of the Town of Fort Frances

For the period
November 1, 2012 to November 1, 2013



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1. INTRODUCTION

It is with pleasure that BFL CANADA presents the Corporation of the Town of Fort Frances with the following Municipal Insurance Program Renewal Proposal.

Please review this document carefully and contact our representative, if you have any questions or comments.

Thank you for your business. We look forward to being of further service to you.

2. SUMMARY OF PROPOSED COVERAGES, LIMITS, DEDUCTIBLES AND PREMIUMS

| SUMMARY OF COVERAGES | LIMITS AND DEDUCTIBLES |
|--|------------------------------------|
| MUNICIPAL LIABILITY | \$25,000,000 (no annual aggregate) |
| Including: | |
| Tenants Legal Liability | |
| Incidental Medical Malpractice | |
| Abuse/Molestation | |
| Third Party Deductible, including expenses | \$ 10,000 per occurrence |
| Sewer Back Up Deductible, including expenses | \$ 10,000 per claimant |
| LEGAL EXPENSE FOR STATUTE LAW | \$100,000 per action |
| | \$250,000 aggregate |
| Deductible | NIL |
| WRONGFUL DISMISSAL LEGAL EXPENSE | \$250,000 per action |
| | \$250,000 aggregate |
| Deductible | \$5,000 per action |
| FOREST FIRE FIGHTING EXPENSE | \$500,000 per occurrence |
| | \$2,000,000 aggregate |
| Deductible | \$10,000 |
| MEDICAL EXPENSE | \$25,000 any one person |
| Deductible | \$2,500 per person |
| VOLUNTARY COMPENSATION | \$50,000 per claim |
| | \$250,000 annual aggregate |
| Deductible | NIL |
| PUBLIC OFFICIALS (ERRORS & OMISSIONS) LIABILITY | \$25,000,000 each claim |
| Including: | |
| Municipal Employee Benefits Liability | |
| Deductible | \$10,000 each claim; |

SUMMARY OF COVERAGES

LIMITS AND DEDUCTIBLES

S.P.F. 6 – NON-OWNED AUTOMOBILE

\$25,000,000 any one accident

Deductible

NIL

SEF 94 Legal Liability for Non-Owned Vehicles

\$250,000 per vehicle

Deductible

\$1,000 per vehicle

OWNED AUTOMOBILE – Third Party Liability

\$25,000,000 per occurrence

All Perils Deductible

\$5,000 per vehicle

* Replacement Cost on all vehicles unless otherwise stated

ENVIROMENTAL IMPAIRMENT LIABILITY

\$5,000,000 each loss

\$5,000,000 aggregate

Deductible

\$10,000 each loss

* No Retro-Active Date

COMPREHENSIVE CRIME INSURANCE

Employee Dishonesty Form A

\$1,000,000

Loss of Money/Security Inside the Premises

\$200,000

Loss of Money/Security Outside the Premises

\$200,000

Money Orders & Counterfeit Paper Currency

\$200,000

Depositors Forgery

\$1,000,000

Audit Expenses

\$200,000

Computer Fraud

\$200,000

Deductible

NIL

SUMMARY OF COVERAGES

LIMITS AND DEDUCTIBLES

COMBINED PHYSICAL DAMAGE BROAD FORM

| | |
|---|---|
| Blanket Limit | \$118,807,384 |
| Property of Every Description | \$115,004,854 |
| Boiler & Machinery – Limit Per Accident | \$50,000,000 |
| Valuable Papers | \$500,000 |
| Extra Expense | \$500,000 |
| Accounts Receivable | \$500,000 |
| Gross Rentals | \$500,000 |
| Media/Computers/Electronic Data Processing | \$1,600,000 |
| Fine Arts | \$50,000 |
| Profits | \$100,000 |
| Solar Panel Profits | \$52,530 |
| Expediting Expenses | \$500,000 |
| Contamination – Ammonia, Hazardous Substance (including PCB) | \$500,000 |
| Professional Fees | \$500,000 |
| Pollutant Clean Up and Removal | \$50,000 |
| Fire Suppression System Recharge | \$25,000 |
| Growing Plants, Trees, Shrubs or Flowers in the Open | Included (\$10,000 limit per item including debris removal) |
| Personal Property of Officers and Employees | Included(\$5,000 limit per Officer/Employee) |
| Water Damage | Included |
| Building Damage by Theft | Included |
| Debris Removal | Included |
| Increased Costs Repairs – Laws & By-Laws | Included |
| Consequential Damage – Premises Power Protection | Included |
| New Generation | Included |
| Inflation Protection | Included |
| Exhibition Form/Waterfront Sign | Included |
| Deductibles | \$10,000 per claim except |
| \$1,000 applies to Media/Computers/EDP | \$25,000 applies to Anaerobic Digestors |
| \$1,000 applies to Fine Arts | \$5,000 applies to Pollutant Clean Up & Removal |
| | \$2,500 applies to Fire Suppression System Recharge |
| | \$50,000 applies to Flood |
| | 3% of Total Loss or \$100,000 minimum, whichever is greater, applies to Earthquake |

SUMMARY OF COVERAGES

LIMITS AND DEDUCTIBLES

MUNICIPAL OFFICIALS ACCIDENT

Principal Sum

\$250,000 applies on a 24 Hour Basis

Limits as outlined in Coverage Description

Coverage applies to 7 (Seven) Council Members

MUNICIPAL OFFICIALS' CRITICAL ILLNESS

Principal Sum

Not Included

Limits as outlined in Coverage Description

Coverage applies to 9 (Nine) Council Members

VOLUNTEER ACCIDENT

Principal Sum

Not Included

Rehabilitation Benefit

Seat Belt Benefit

VOLUNTEER FIRE FIGHTERS' ACCIDENT

Principal Sum

Not Included

USER FACILITY PROGRAM

Not Included

Annual Premium, as per preceding coverage description: **\$181,286.00**Provincial Sales Tax: **\$11,806.08**Total Annual Cost, including P.S.T.: **\$193,092.08**

NOTE: Limits of Liability are comprised of \$5,000,000 Primary with \$20,000,000 Excess. Aggregate limit of \$20,000,000 applies to Products-Completed Operations.



"Carrie Shouldice"
<Carrie.Shouldice@gillons.on.ca>

10/11/2012 01:48 PM

AGENDA ITEM #7.4

To: <dscofield@fort-frances.com>

cc "Bruce Armstrong" <Bruce.Armstrong@gillons.on.ca>

Subject Town of Fort Frances - 12/13 Revised Proposal

Hi Debbie:

REVISED RENEWAL PREMIUM

Attached is a revised Renewal Proposal that includes the following changes:

- Amended item #7 on the property schedule to read Toy Storage Building #2
- Added the 2012 Aluminum ATCSS trailer
- Increased the Media/EDP/Computer limit to \$1,600,000 (this reflects last year's limit plus an inflationary increase)
- Included the \$1,000 deductible for Fine Arts and Media/Computer/EDP

The revised premium of \$181,286 is a little over 3% of an increase.

Municipal General Liability (including Excess) – Additional Premium: \$200. The slight increase is on the excess line where BFL must follow the minimum retained premium guideline and charge \$4,200 for the \$20M Excess coverage.

Environmental Impairment Liability – Decreased Premium: \$26.

Crime – This is an "as is" rate.

Automobile – Additional Premium: \$668. Chartis has agreed to offer an "as is" Automobile rate. The increase in premium is due to the addition of a Bus (handivan) which is a vehicle type that carries a high exposure and therefore a higher rate than the other vehicles listed on the schedule.

Property – Additional Premium: \$5,498. The property premium has increased due to a slight rate increase as well as the TIV increasing from \$117,106,700 to \$118,807,384.

Municipal Officials Accident – Additional Premium: \$235. This increase is due to the underwriter's minimum rates on this line of coverage.

Carrie Shouldice C.I.P. C.A.I.B.
Account Manager/Marketing Team
Gillons' Insurance Brokers Ltd.
Phone: 807-274-8595 ext 248

PREMIUM BREAKDOWN BY LINE OF COVERAGE
NAME OF INSURED: Town of Fort Frances
POLICY PERIOD: November 1, 2012 to November 1, 2013

| LINE OF COVERAGE | 2011 PREMIUM | 2012 PREMIUM | |
|---|---------------------|---------------------|-----------------------------|
| Municipal General Liability (includes Public Officials Liability, Employee Benefits Liability, Legal Expense Insurance, Non-Owned Automobile, and Excess Liability) | \$69,098.00 | \$69,298.00 | Additional Premium: \$200 |
| Environmental Impairment Liability | \$7,026.00 | \$7,000.00 | Decreased Premium: \$26 |
| Crime | \$600.00 | \$600.00 | |
| Owned Automobile | \$33,042.00 | \$33,710.00 | Additional Premium: \$668 |
| Property (includes Boiler & Machinery and Computer / EDP / Media) | \$64,004.00 | \$69,502.00 | Additional Premium: \$5,498 |
| Municipal Officials' Accident | \$941.00 | \$1,176.00 | Additional Premium: \$235 |
| TOTAL - ALL LINES | \$174,711.00 | \$181,286.00 | |

| Insurance Distribution | | GILLONS RFP Year | AON Renewal | AON Renewal | AON RFP Year | GILLONS Renewal | GILLONS RFP Year | AON |
|-----------------------------------|-----------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | | 2011 | 2010 | 2009 | 2008 | 2007 | 2006 | 2005 |
| Administration Vehicle | G-121-2910-1580 | 738.00 | 421.00 | 421.00 | 421.00 | 590.00 | | |
| Police Department | G-233-1500-1580 | 3,697.38 | 3,585.93 | 3,678.53 | 1,591.22 | 3,119.04 | 3,280.55 | 2,745.09 |
| PW-Insurance | G-311-1500-1580 | 23,795.64 | 6,724.13 | 6,714.45 | 6,524.61 | 30,876.12 | 29,896.92 | 17,758.56 |
| PW-Vehicles | G-333-2910-1580 | 12,078.00 | 10,441.00 | 10,441.00 | 10,441.00 | 16,596.00 | 15,843.00 | 11,516.40 |
| Fire Department-Vehicles | G-211-2910-1580 | 4,609.00 | 5,600.00 | 6,321.00 | 6,321.00 | 6,644.00 | 6,633.00 | 4,969.00 |
| Fire Department | G-211-1500-1580 | 4,072.14 | 4,372.94 | 4,366.63 | 2,332.98 | 4,227.12 | 4,334.63 | 3,251.79 |
| Handi-Van Transit | G-653-2910-1580 | 2,074.00 | 3,022.00 | 3,022.00 | 3,022.00 | 1,850.00 | 1,850.00 | 2,925.40 |
| Airport | G-390-1500-1580 | 3,622.12 | 5,734.29 | 5,751.96 | 5,461.05 | 5,969.12 | 3,503.50 | 5,380.93 |
| Day Care | G-641-6410-1580 | 1,368.36 | 1,308.89 | 1,307.01 | 796.15 | 555.12 | 572.07 | 779.68 |
| Resource Centre | G-643-6430-1580 | 1,368.36 | 1,308.89 | 1,307.00 | 796.16 | 555.12 | 572.06 | 779.67 |
| Resource Centre-Vehicle | G-643-2910-1580 | 369.00 | 421.00 | 421.00 | | | | |
| Parks & Cemeteries | G-580-1500-1580 | 11,348.64 | 3,732.57 | 3,793.67 | 3,816.24 | 12,711.60 | 13,017.01 | 10,587.45 |
| Parks & Cemeteries-Vehicles | G-580-2910-1580 | 8,472.00 | 9,923.00 | 9,217.00 | 8,796.00 | 5,856.00 | 5,817.00 | 5,932.00 |
| Memorial Sports Centre | G-722-1240-1580 | 33,506.60 | 27,238.61 | 27,736.77 | 28,178.46 | 32,296.56 | 31,530.02 | 30,299.10 |
| Library | G-781-1240-1580 | 5,265.00 | 11,942.83 | 5,638.23 | 5,182.02 | 2,525.28 | 2,581.35 | 3,668.00 |
| Museum | G-791-1240-1580 | 1,945.08 | 3,168.61 | 3,180.54 | 3,244.24 | 1,737.72 | 1,218.10 | 1,229.77 |
| Sorting Gap | G-817-1240-1580 | 5,759.64 | 1,073.80 | 1,078.81 | 1,038.68 | 6,797.52 | 5,914.63 | 4,322.68 |
| Building Official Vehicle | G-813-2910-1580 | 369.00 | 421.00 | 421.00 | 421.00 | 622.00 | 622.00 | 953.37 |
| ByLaw-Vehicles | G-271-2910-1580 | 829.00 | 991.00 | 991.00 | 991.00 | 754.00 | 849.04 | 953.37 |
| ByLaw-Animal Shelter | G-272-1500-1580 | 25.92 | 33.00 | 31.74 | 27.59 | 85.32 | | |
| SKC | G-622-6220-1580 | 1,166.40 | 1,466.59 | 1,410.19 | 631.54 | 1,662.12 | 1,075.68 | 2,390.00 |
| Townshend Theatre | G-713-1500-1580 | 216.00 | 271.85 | 261.39 | 237.63 | 155.52 | 605.88 | 978.00 |
| Town Real Estate | G-122-1500-1580 | 147.96 | 70.93 | 122.76 | 106.29 | 717.12 | 401.76 | 435.00 |
| Sewer Pollution Control | S-410-1500-1580 | 22,955.40 | 26,911.94 | 26,816.28 | 27,246.26 | 14,585.40 | 14,319.73 | 20,695.27 |
| Waterworks | W-961-1500-1580 | 22,008.24 | 34,439.43 | 34,447.70 | 35,135.84 | 11,052.96 | 10,298.98 | 18,618.01 |
| General Insurance | G-140-1500-1580 | 10,655.28 | 17,954.45 | 17,362.26 | 12,647.36 | 19,178.48 | 19,857.05 | 16,885.08 |
| Slippery Cove | G-740-1240-1580 | 3,381.48 | 654.53 | | | | | |
| Sign Panels | G-830-1500-1580 | 231.12 | | | | | | |
| TOTALS | | \$186,074.76 | \$183,234.21 | \$176,260.92 | \$165,407.32 | \$181,719.24 | \$174,593.96 | \$168,053.62 |
| Increase/Decrease over prior year | | 1.55% | 3.95% | 6.56% | -9.86% | 4.09% | 3.89% | |



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2012/104**

TO: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: October 17, 2012

SUBJECT: Friends of the Fort Frances Museum Fundraiser Gala

BACKGROUND

The Friends of the Fort Frances Museum will be hosting a fall soirée and fundraiser gala on November 1, 2012 from 6:30 – 9:30 p.m. As indicated in the attached letter, the event will feature a silent auction of art donated by local artists, live music, games and socializing. Tickets for this fundraising event are 35.00 per person.

The Friends of the Museum is a non-profit group of volunteers who raise funds for extras that are beyond the operating budget for the museum. Their aim is to help the museum provide more programming for residents, especially children, and for capital purchase contributions.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council approve the purchase of 10 tickets in the total amount of \$350.00 for the fall soirée and fundraising gala at the Fort Frances Museum on November 1, 2012.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the purchase of 10 tickets in the total amount of \$350.00 for the fall soirée and fundraising gala to be held at the Fort Frances Museum on November 1, 2012.

Friends of the Fort Frances Museum
259 Scott Street
Fort Frances, ON
P9A 1G8



September 28, 2012

Dear mayor and council,

The Friends of the Fort Frances Friends of the Museum would appreciate your attendance at a fall soirée and fundraiser gala on Thursday, Nov. 1 at the Fort Frances Museum.

The gala, which will take place from 6:30-9:30 that evening, will be a fun event featuring a silent auction with art donated by talented local artists, live music by the Borderland Ensemble, some games, and socializing with wine, cheese, and hors d'oeuvres.

The evening will include the unveiling of two new pieces at the museum. The first is an original painting by late prominent Aboriginal Canadian artist Norval Morrisseau, who is known as the "Picasso of the North." This noteworthy addition to the museum's collection was generously donated to the museum by a local resident and great care and expense has been taken to prepare it for permanent display at our local museum.

The second highlight of the evening will be a first public look at the completed Community Arts and Heritage Project, "What Hooks You Here"? First conceived by community members nearly three years ago, this rug hooking project has been worked on by many hands since then, including mayor and council. Now that it is complete, it will be on display at the museum for all to see—an inspiring example of what a community can do when its members come together to work on an arts project.

The event also coincides with two exhibits by two local artists, Lindsay Joy Hamilton and Jean Richards, and will be the perfect opportunity for yourselves and the rest of the public to see just a fraction of the wealth of talent we have in our community in a wonderful venue.

Friends of the Museum is a new non-profit group of volunteers who for the past

year have been raising funds to help pay for "extras" at the museum which go beyond its annual operating budget.

Our aim is to help the museum provide more programming for residents, especially children, as well as make capital purchases, such as a digital message board for the museum exterior, all of which will help draw more people to the museum and utilize it to its greatest potential as a valuable community resource.

So far, our fundraising has consisted of bake sales and rummage sales, but we are planning on the fall soirée being a major boost for Friends of the Museum, both as a fundraiser and to let people know who we are and what we're about. Who knows—it might become an annual event to mark on your calendars?

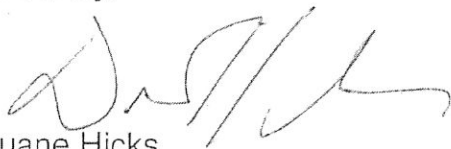
As part of the fundraising, we are selling tickets to attend this soirée. Tickets cost \$35 each. The food will be fantastic, the wine carefully selected, and the evening entertainment and activities will be lots of fun.

Friends of the Museum encourages mayor and council to buy tickets, grab their spouses, put on their glad rags, and attend this fundraiser.

This event is open to the public and everyone is encouraged to buy tickets and attend.

Tickets are available at the Fort Frances Museum and the Fort Frances Times. You also can reserve them by calling Sherry George at 274-7891. Only a limited number of tickets are available.

Sincerely,

A handwritten signature in black ink, appearing to read 'Duane Hicks', with a stylized, cursive script.

Duane Hicks
President,
Fort Frances Friends of the Museum



TOWN OF FORT FRANCES ADMINISTRATION & FINANCE DIVISION TREASURY REPORT 2012/105

TO: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: October 17, 2012

SUBJECT: Infrastructure Stimulus Fund (ISF) Project Agreement Amendment

BACKGROUND

On September 14, 2009, By-Law No. 63/09 was passed thereby authorizing the execution of an Agreement with the Minister of Energy and Infrastructure and the Minister of Agriculture, Food and Rural Affairs (OMAFRA) for financing of the Biomass road, water and sewer project under the Infrastructure Stimulus Fund.

The Biomass road, water and sewer project was completed before the March 31, 2011 deadline as stated in the Agreement. However, the payment holdback for the projects deficiencies was not paid to the contractor until August 02, 2012 exceeded the Project Contribution Agreement expiration date of March 31, 2012. As a result, an Agreement amendment extending the expiration date to March 31, 2013 is required in order to close out the project and to receive remaining funding amount of \$63,225 (this amount includes the ISF 10% funding holdback). See the attached Letter and Agreement as was received from the Ministry of Agriculture, Food and Rural Affairs.

RECOMMENDATION

Administration recommends that Council approve the Infrastructure Stimulus Fund Contribution Agreement amendment which extends the ISF – 651 Biomass Road Reconstruction & Infrastructure Renewal (Water & Sanitary Sewer) Project Agreement expiration date to March 31, 2013. Further, that the appropriate amendment to By-Law No. 63/09 be made.

Council Approval of this Report Will Agree to Administration's recommendation to approve the Infrastructure Stimulus Fund Contribution Agreement amendment which extends the ISF – 651 Biomass Road Reconstruction & Infrastructure Renewal (Water & Sanitary Sewer) Project Agreement expiration date to March 31, 2013. Further, that the appropriate amendment to By-Law No. 63/09 be made.

AGREEMENT**to an Infrastructure Stimulus Fund Contribution Agreement**

BETWEEN: HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO,
as represented by the Minister of Infrastructure and the Minister of Agriculture, Food
and Rural Affairs

(referred to herein jointly as “Ontario” and as “OMAFRA” in the latter case)

AND: THE CORPORATION OF THE TOWN OF FORT FRANCES
(referred to herein as the “Recipient”)

WHEREAS Ontario and the Recipient (the “Parties”) entered into an agreement effective on
October 22, 2009 (the “First ISF Agreement”);

AND WHEREAS the Agreement has expired;

AND WHEREAS the Parties have determined that it is in the mutual interests to restore the
Agreement to facilitate the payment of the Funds for the Project that have not already been paid to
the Recipient under the First ISF Agreement;

NOW THEREFORE, in accordance with the mutual covenants and agreements herein, the
sufficiency of which is acknowledged, the Parties hereby agree

1. **First ISF Agreement Restored to a Limited Degree.** But for its Expiration Date as provided for below, and only to the extent that the Reports and supporting documents have not already been delivered to OMAFRA and the Funds have not already been paid by OMAFRA to the Recipient, the definitions, terms and conditions, including the Project description, of the First ISF Agreement apply to this Agreement *mutatis mutandis*.
2. **Expiration Date.** The Expiration Date of this Agreement means March 31, 2013;
3. **Agreement May Be Signed in Counterparts.** This Agreement may be signed in counterparts and, once combined they shall constitute one agreement; and
4. **Coming into Effect.** This Agreement will come into effect upon its execution by both Parties.

IN WITNESS WHEREOF Ontario and the Recipient have respectively executed this Amendment as of the dates indicated below.

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Infrastructure

Name: The Honourable Bob Chiarelli
Minister of Infrastructure

Date

and by the Minister of Agriculture, Food and Rural Affairs
by:

Name: The Honourable Ted McMeekin
Minister of Agriculture, Food and Rural Affairs

Date

THE CORPORATION OF THE TOWN OF FORT FRANCES

by:

Name: Roy Avis
Title: Mayor

Date

Affix
Corporate
Seal

Name: Mark McCaig
Title: Chief Administrative Officer

Date

We have authority to bind the Recipient.

Ministry of Agriculture,
Food and Rural Affairs

4th Floor
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: 1-866-306-7827
Fax: (519) 826-4336

Ministère de l'Agriculture,
de l'Alimentation et des
Affaires rurales

4^e étage
1 Stone Road West
Guelph (Ontario) N1G 4Y2
Tél.: 1-866-306-7827
Télé.: (519) 826-4336



Rural Programs Branch

October 16, 2012

FILE # 651

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

The Ministry of Agriculture, Food and Rural Affairs (OMAFRA) is pleased to assist you on your Infrastructure Stimulus Fund (ISF) project.

As you are aware, we have not fully reimbursed you for ISF project 651, Biomass Road Reconstruction & Infrastructure Renewal (Water & Sanitary Sewer) Project. Unfortunately, your current Contribution Agreement has expired and will require an amendment to allow us to pay you and close out the project. Attached to this letter is a PDF copy of the Amendment to the Contribution Agreement which extends the expiration date of the Contribution Agreement to March 31, 2013.

Please print three (3) copies of the attached amendment. Please have your designated signatories sign for the municipality. **Please ensure that the signatories are sealed and send all three copies back to me for full execution.** I will have the signatories sign for the Province and will send a copy back to you for your files. Please return all three signed and sealed copies to me as soon as possible, and no later than October 19, 2012.

Please note, if your signatories have changed since the last Contribution Agreement, you will need to forward a copy of the municipal by-law passed designating the signing officers and authorizing the execution of the Addendum to the Funding Agreement with the signed contracts.

Please feel free to contact me at 519-826-3153 or by email at anna.scott@ontario.ca should you have any questions.

Sincerely,

Anna Scott
Project Analyst
enclosures



Pick Ontario Freshness
Cueillez la fraîcheur de l'Ontario



 Debbie Scofield/Frances

10/17/2012 10:41 AM

To Laurie Witherspoon/Frances@Frances, Doug
Brown/Frances@Frances

cc

bcc

Subject Fw: ISF 651 - Biomass Road Reconstruction & Infrastructure
Renewal

Debbie Scofield
Deputy-Treasurer
Town of Fort Frances
Phone: (807) 274-5323 Ext 247

----- Forwarded by Debbie Scofield/Frances on 10/17/2012 10:41 AM -----



"Scott, Anna (OMAFRA)"

<anna.scott@ontario.ca>

10/17/2012 09:16 AM

To <dscotfield@fort-frances.com>

cc

Subject RE: Fw: ISF 651 - Biomass Road Reconstruction &
Infrastructure Renewal

Hi Debbie,

Thank you for the information the on proof of payment. My apologies for the multiple requests.

I need you to sign the amendment and send to me by end of the month. Unfortunately, I need to put an amendment in place in order for us to have a valid Contribution Agreement to pay any amounts owing. I need all three copies back with signatures, seals and a by-law or resolution in place. If the resolution will be coming after October, that is fine too so long as I know it is coming.

Thanks,

anna

Anna Scott, Project Analyst
OMAFRA, Economic Development Division
Rural Programs Branch
1 Stone Road West, 4NW
Guelph, Ontario N1G 4Y2
T: 519-826-3153
F: 519-826-4336
Email: anna.scott@ontario.ca

-----Original Message-----

From: dscotfield@fort-frances.com [mailto:dscotfield@fort-frances.com]

Sent: Wednesday, October 17, 2012 10:03 AM

To: Scott, Anna (OMAFRA)

Cc: dbrown@fort-frances.com; lwitherspoon@fort-frances.com

Subject: RE: Fw: ISF 651 - Biomass Road Reconstruction & Infrastructure

TOWN OF FORT FRANCES

BY-LAW NO. 63/09

(Being a by-law to approve an agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Energy and Infrastructure and the Minister of Agriculture, Food and Rural Affairs (OMAFRA) for financing of a biomass road – water and sewer project under the Infrastructure Stimulus Fund - the Municipal Act, 2001, S.O. 2001, c.25, section 8.)

WHEREAS on April 27th, 2009, Council authorized a project to replace water and sewer infrastructure to be completed in conjunction with a biomass road project as a project for an application for financial assistance under the Infrastructure Stimulus Fund,


AND WHEREAS the Ministry of Energy and Infrastructure and OMAFRA have now submitted an agreement for execution by the Town with respect to financing of a project to replace water and sewer infrastructure in conjunction with a biomass road project under the Infrastructure Stimulus Fund,

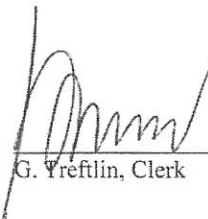
NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That the agreement in the form attached hereto as Schedule "A" with the Minister of Energy and Infrastructure and the Minister of Agriculture, Food and Rural Affairs (OMAFRA) be approved for the Mayor and Administrator to sign and affix the Corporate Seal thereto.

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

READ THREE TIMES and finally passed in open Council this 14th day of September 2009.


R. Avis, Mayor


G. Yreftlin, Clerk



TOWN OF FORT FRANCES

ADMINISTRATION & FINANCE DIVISION

TREASURY REPORT 2012/103

TO: Mayor Avis & Members of Council

FROM: Debbie Scofield, Deputy-Treasurer

DATE: October 17, 2012

SUBJECT: Councillor Rick Wiedenhoeft – OAPSB Zone 1 Conference Per Diem Claim

BACKGROUND

Attached is a copy of Travel Statement - Mayor /Council Honorarium claim in the total amount of \$300.00 in regard to attendance at the Ontario Association of Police Service Boards Zone 1 Conference held in Fort Frances October 1 – October 3, 2012, as submitted by Councillor Rick Wiedenhoeft.

Per diems for the Police Services Board conferences are not covered within By-Law No. 02/10 Schedule 'A' 4.4.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Per Diem claim in the total amount of \$300.00 for attendance at the OAPSB Zone 1 Conference held in Fort Frances October 1-3, 2012 as submitted by Councillor Rick Wiedenhoeft.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim for Councillor Rick Wiedenhoeft in the amount of \$300.00 to attend the Ontario Association of Police Service Boards Zone 1 Conference held in Fort Frances Oct 1-3, 2012 as outlined in this report.

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

| | |
|-------------------------------|---|
| Attendee | <i>Rick Wüdenhoef</i> |
| Conference / Seminar Attended | <i>OAPSB Zone 1 Conference</i> |
| Location | <i>Fort Frances (Curling Club/Museum)</i> |
| Dates | <i>Mon. Oct 1 – Wed. Oct 3, 2012</i> |

Details of Per Diem

| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Total |
|--------|--------------|---------------|--------------|----------|--------|----------|--------|---------------|
| Date | <i>Oct 1</i> | <i>Oct 2</i> | <i>Oct 3</i> | | | | | |
| Amount | <i>75.00</i> | <i>150.00</i> | <i>75.00</i> | | | | | <i>300.00</i> |

| | |
|-------------------------|----------------------|
| Name (Please Print) | Signature |
| <i>RICK WIEDENHOEFF</i> | <i>R. Wüdenhoef</i> |
| Approved | Date |
| | <i>Oct. 3, 2012.</i> |

To be submitted to Payroll for processing when approved by Council

October 18, 2012

Report to: Mayor and Council

From: Jason Kabel, Manager of Community Services

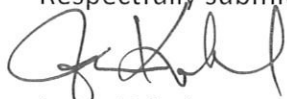
Re: Rainy River District Social Services Administration Board Agreement

The Community Services Division has received the annual agreement from the Rainy River District Social Services Administration Board to renew the financial contract as Service Provider for services delivered through the Fort Frances Children's Complex and the Best Start Hub. The 2012 budget that was submitted to RRDSSAB has been approved with approximately \$14,000 in additional funding. Please find attached:

- a) Letter from RRDSSAB
- b) 2012 Service Provider Financial Contract – Schedule 2
- c) 2012 Provider Contract Funding Schedule
- d) Children's Services Agreement
- e) Prescribed Services – Schedule 1

Noteworthy, is that the Children's Services Agreement and Prescribed Services (Schedule 1) are new. The Children's Services Agreement will now become an ongoing agreement from year to year, unless terminated by either party. It will no longer require authorized signing on an annual basis.

Respectfully submitted,



Jason Kabel

Manager of Community Services

Council's approval of this report will:

Approve the 2012 financial contract with Rainy River District Social Services Administration Board (Approved 2012 Funding \$498, 000) and authorize signing of the Children's Services Agreement.



Rainy River District Social Services Administration Board

AGENDA ITEM #9.1

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

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

October 3, 2012

Mr. Jason Kabel
Community Services Manager
Town of Fort Frances
320 Portage Avenue,
Fort Frances, ON P9A 3P9

Dear Jason:

Your 2012 Service Provider financial contract has been approved for services delivered through the Fort Frances Children's Complex and the Best Start Hub. Please note that your 2012 budget was approved with approximately \$14,000.00 in additional funding. Please be informed that this increase may or may not be the same funding scenario in 2013. For your attention, please find enclosed the following documents:

- a) 2012 Service Provider Financial Contract – Schedule 2
- b) 2012 Provider Contract Funding Schedule
- c) Children's Services Agreement
- d) Prescribed Services - Schedule 1
- e) Quarterly Report Submission 2012 – Schedule 3
- f) 2013 Budget Template

I have enclosed two original 2012 Service Provider Financial Contract (Sch. 2) and two original Children's Services Agreement, both require signatures by your Board Chair, as well as another individual from the Corporation. Please sign Schedule 2; sign and witness the Children's Services Agreement. Both documents are required to be returned to this office **no later than October 18, 2012.**

Please note the Children's Services Agreement is new, as well as Schedule 1, Prescribed Services. The Children's Services Agreement will now become an Ongoing Agreement from year to year, unless terminated by either party. They will no longer be signed on an annual basis.

You may have received or will receive an electronic copy via email for your completion and submission of e) and f). Your quarterly submission for the **3^d quarter (September 30) is due to this office by October 21st.** Please submit to us via email as well as the original in the mail. Your 2013 budget template is also due to this office **by October 31st**, via email as well as the original in the mail.

Should you have any questions or concerns, please do not hesitate to contact me at extension 241.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cheryl Bodnar', written over a horizontal line.

Cheryl Bodnar
Children's Services Manager (A)

/cb
Attach.


2012 Service Provider Financial Contract "Schedule 2"

Children's Services

| | | |
|-----------------------------|--|-----------------------------------|
| Organization Name: | Town of Fort Frances | |
| Contact: | Jason Kabel | Community Services Manager |
| | Nicole Cheetham | Children's Complex Superintendent |
| Head Office Address: | 320 Portage Ave Fort Frances, ON p9A 3P9 | |

| | |
|--|--|
| January 1, 2012 - December 31, 2012 | |
| Head Office | |
| Phone: | 807-274-4561 |
| Fax: | 807-274-3799 |
| E-mail: | jkabel@fort-frances.com |

| Service Description | | |
|--------------------------------------|----------------------|----------------------|
| Wage Subsidy Non-Profit / Commercial | | |
| Special Needs Resourcing | | |
| Best Start Wage Improvement | | |
| Best Start Hub/Resource Centre | | |
| Pay Equity | | |
| Summary of Approved 2012 Funding | | |
| Program | 2011 Approved Budget | 2012 Approved Budget |
| Children's Complex | \$ 260,086.00 | \$ 346,077.00 |
| BS Hub | \$ 223,198.00 | \$ 151,923.00 |
| | | |
| | \$ - | |

| | |
|--|---------------------------|
|  Service Provider Town of Fort Frances | Oct. 15/12 Date |
| Cheryl Bodnar Children's Services Manager (A) | Date |
| Financial & Statistical Reporting | |
| Financial & Statistical Actuals will be reported on a Quarterly YTD Summary provided to you. Reports are due three weeks after Quarter end dates of March 31, June 30 and September 30th. Year end reports are due 6 weeks after December 31st. Audited financial statements are due by April 30th of each year. Annual budget submissions are due by October 31st of each year. | |



2012 Provider Contract Funding Schedule

Provider: **Town of Fort Frances- Day Care Centre, St. Michael's School & Robert Moore School**
 Provider: **and After School Programs)**

Subsidy

| | Annual Funding | Monthly Funding |
|--|---------------------------|----------------------------|
| 2012 Funding Allocation | 92,063.00 | 7,671.92 |
| SNR Operating | 121,876.00 | 10,156.33 |
| Wage Subsidy/ Wage Improvement/Proxy Pay | 132,138.00 | 11,011.50 |
| Best Start Hub Operating | 151,923.00 | 12,660.25 |
| Transition One-Time Funding | - | - |
| | 498,000.00 | 41,500.00 |

| | EFT Amount | Monthly Allocation | Variance | |
|-----------|-------------------|-------------------------------|-----------------|-----------|
| January | 40,273.67 | 41,500.00 | 1,226.33 | |
| February | 40,273.67 | 41,500.00 | 1,226.33 | |
| March | 40,273.67 | 41,500.00 | 1,226.33 | |
| April | 40,273.67 | 41,500.00 | 1,226.33 | |
| May | 40,273.67 | 41,500.00 | 1,226.33 | |
| June | 40,273.67 | 41,500.00 | 1,226.33 | |
| July | 40,273.67 | 41,500.00 | 1,226.33 | |
| August | 40,273.67 | 41,500.00 | 1,226.33 | |
| September | 40,273.67 | 41,500.00 | 1,226.33 | 11,036.97 |
| October | 52,536.97 | 41,500.00 | (11,036.97) | |
| November | 41,500.00 | 41,500.00 | - | |
| December | 41,500.00 | 41,500.00 | - | |
| | 498,000.00 | 498,000.00 | - | |

Note: Fee Subsidy will no longer be included in the contract amount as this subsidy is dependent upon the family's fee assistance needs and not dependent on the site's operating requirements. It will continue to be paid through OCCMS billings on a monthly basis.



THIS AGREEMENT made in duplicate

1st day of January 2012.

BETWEEN:

**THE RAINY RIVER DISTRICT
SERVICES ADMINISTRATION BOARD**

(and hereinafter called "RRDSSAB")

And

THE TOWN OF FORT FRANCES

(hereinafter called the "Service Provider")

WHEREAS the Board has been designated a delivery agent pursuant to the *Day Nurseries Act, R.S.O. 1990, c. D.2*, as amended (Day Nurseries Act), and the Regulations thereunder, and having had transferred to it thereunder the responsibility of administering the prescribed child care services, has authority to enter into an agreement with the Service Provider for the provision of certain child care services;

AND WHEREAS the Service Provider qualified for specific subsidies pursuant to the *Day Nurseries Act* and has agreed to provide specific child care services.

AND WHEREAS this Agreement is made pursuant to and shall be governed by and construed in accordance with the laws of the Province of Ontario, any reference to a statute in the Agreement includes a reference to all regulations made pursuant to such statute, all amendments made to such statute and regulations in force from time to time and to any statute or regulation which may be passed and which has the effect of supplementing or superseding such statute or regulations;

NOW THEREFORE the Agreement witnesses that in consideration of the covenants contained herein, the parties hereto undertake and agree as follows:

1. DEFINITIONS AND INTERPRETATION

In this Agreement,

"RRDSSAB Staff" means the staff of RRDSSAB authorized to exercise the rights and perform the duties of RRDSSAB under this Agreement;

"fiscal year" means the calendar year beginning January 1st and ending December 31st;

"delegate or delegates" means such other person or persons as may be appointed by RRDSSAB."

"Ministry" means either Ministry of Education or Ministry of Children and Youth Services.

This Agreement shall be read with all changes of gender and number required by the context.

Whenever used in this Agreement, the word "shall" shall be construed as mandatory, and the word "may" shall be construed as permissive.

The headings and subheadings contained in this Agreement are inserted for convenience and for reference only and in no way define, limit or describe the scope or intent of this Agreement or form part of this Agreement.

2. SERVICES

The Service Provider agrees to provide prescribed services, as specified in Schedule "2" (Budget Schedule), and described in Schedule "1" (Prescribed Services), as attached hereto. The Services shall be provided in accordance with the policies, guidelines and requirements of RRDSSAB from time to time.

3. TERM

- (a) This Agreement shall be in force from **January 1, 2012 to December 31, 2012**, which term is subject to automatic annual renewals, unless within such period this Agreement is superseded or replaced by a subsequent agreement or terminated by either Party as provided under the TERMINATION AND SUSPENSION clause hereof. In the event of the term being renewed in accordance with this Article, the word "term" wherever used in this Agreement shall include the initial term and such renewal of the initial term.
- (b) The Parties each acknowledge that the Agreement (and its related Budget) has been determined by the RRDSSAB to be in compliance with RRDSSAB's projected budget for the current fiscal year. The Parties understand that RRDSSAB's projected budget is subject to variation (increase or decrease) resulting from variances between RRDSSAB's projected budget and the actual funding to be determined by the Ministry of Education and/or Ministry of Children & Youth Services at a later date. Pursuant thereto, the Parties acknowledge that RRDSSAB in its sole discretion may, from time to time terminate or vary this Agreement or any portion thereof, during the Term or any renewal thereof.

4. PAYMENT FOR SERVICES

- (a) In consideration of the Services, RRDSSAB will pay to the Service Provider the amounts of actual expenses, in accordance with approved rates, up to the maximum set forth in the approved Budget Schedule, as attached hereto as Schedule "2", at the times and in the manner provided in the said Schedule, subject to the conditions set out in the said Schedule. RRDSSAB reserves the right to determine the amounts, times and manner of such payment.
- (b) Where the Service Provider has failed to claim for all services for which it is entitled to payment, a corrected claim must be received by RRDSSAB within thirty (30) days of payment by RRDSSAB of the account from which the item was omitted or incorrectly stated, in default of which, the Service Provider shall have no right to claim for such item.
- (c) Notwithstanding paragraph 4 (b), where the Service Provider has failed to claim for service for which it is entitled to payment within the fourth quarter, any adjustments to annual reconciliation reports must be made within ten (10) calendar days of the date in which the reconciliation report was due, in default of which, the Service Provider shall have no right to claim for such item.
- (d) It is agreed and understood that RRDSSAB may withhold payments, or a reasonable amount considering the nature of the breach, if the Service Provider is in breach of its obligations under this Agreement.
- (e) In the event the Service Provider does not achieve its target levels, or spend monies advanced by RRDSSAB for the approved services, the Service Provider shall refund such amounts as may be determined by RRDSSAB.
- (f) The Parties agree that the approved budget will be negotiated on or before the start of the applicable calendar year while this Agreement is in force. In the event the budget is not renegotiated by that time, payment will continue to be made in accordance with the approved budget for the immediately preceding fiscal year until such time as the budget is renegotiated or this Agreement is terminated.

5. RRDSSAB INSPECTION AND CONSULTATION

The Service Provider shall permit RRDSSAB Staff to enter at reasonable times any premises used by the Service Provider in connection with the provision of the services and retention of records pursuant to this Agreement to:

- (a) observe and evaluate the services; and
- (b) inspect all records relating to the services provided pursuant to this Agreement.
- (c) The Service Provider agrees that the staff providing services pursuant to this Agreement will, upon reasonable request, be available for consultation with RRDSSAB Staff as may be required by RRDSSAB.

6. PROGRAM RECORDS AND REPORTS

- a) The Service Provider shall maintain complete and accurate records of all financial, service and other activities, including attendance records, related to its operations hereunder, with respect to each site where service is being provided.
- b) The Service Provider will provide RRDSSAB quarterly year-to-date reports as per Schedule "3", not later than 21 days after the end of each quarter, which outline the actual and projected expenditures and revenues, as well as specific service data information. It shall forward to RRDSSAB any other statistical data which may be requested.

Should the Service Provider not submit their YTD reports to the RRDSSAB before the requested date, the Service Provider's regular cash flow will be reduced progressively as follows until the submission has been received:

- First 30 days = 1% of total annual allocation
- 30 – 60 days – 2% of total annual allocation
- 60 – 90 days – 5% of total annual allocation

Upon requested submission of requirements, the DSSAB will revert back to the normal payment process and will include in the monthly payment the total amount up to that point.

- c) In the event that the Service Provider ceases operation, it is agreed that the Service Provider will not dispose of any records related to the services provided for under this Agreement without the consent of RRDSSAB, which may be given subject to such conditions as the RRDSSAB deems advisable.
- d) RRDSSAB has access to records.

7. FINANCIAL RECORDS AND REPORTS

- (a) The Service Provider shall maintain books, documents, vouchers, records and books of account respecting services provided pursuant to this Agreement and shall allow RRDSSAB staff, or such other persons as may be appointed by RRDSSAB, to inspect and audit such books, documents, vouchers, records and books of account at all reasonable times both during the term of this Agreement and subsequent to its expiration or termination. Financial records shall be in accordance with accepted accounting procedures and practices. The Service Provider shall comply with RRDSSAB policies on the treatment of revenues and expenditures as issued from time to time by RRDSSAB.
- (b) The Service Provider shall comply with the audit requirements of the Ministry of Education and/or Ministry of Children and Youth Services, and shall make available to RRDSSAB any and all of its audited financial statement(s), and shall allow RRDSSAB, or its delegates, to inspect and audit such books and records at all reasonable times both during the term of this Agreement and subsequent to its expiration or termination. Ministry/RRDSSAB reporting requirements are as follows:

- \$25,000 or less a Profit and Loss Statement is required
 - \$25,000 - \$74,000 a Reviewed Financial Statement is required
 - \$75,000 or greater an Audited Statement must be submitted
 - In addition to the above, where approval is given, a Wage Subsidy Utilization Statement will also be required.
- (c) The Service Provider shall, unless RRDSSAB in writing states otherwise, submit to RRDSSAB an audited financial statement and reconciliation report with respect to the services provided pursuant to the Agreement within four (4) months of the Service Provider's fiscal year end. The cost of preparing the statement and report shall be borne by the Service Provider.
- (d) The Service Provider shall retain the financial books, documents, vouchers, records and books of account referred to in Section 7 of this Agreement for a minimum period of at least seven (7) years from the end of the fiscal period to which they relate.
- (e) The Service Provider shall comply with Generally Accepted Accounting Principles (GAAP) in the treatment of revenues and expenditures.

8. QUALITY ASSURANCE

As requested, the Service Provider, specifically Child Care Centres, shall comply with a Child Care Quality Assurance Program and will provide RRDSSAB the Child Care Quality Assurance Program report on an annual basis and in a timely manner,

9. RETENTION OF RECORDS

- (a) In addition to the requirements of Subsection 7 (c) hereof, the Service Provider shall not dispose of any records related to the Services for a period of seven (7) years from the end of the fiscal year during which they were prepared or received without the prior consent of RRDSSAB which may be given subject to such conditions as RRDSSAB deems advisable.
- (b) Notwithstanding Subsection 9 (a) hereof, the Service Provider shall retain any such records for such additional period as RRDSSAB may reasonably require in special circumstances, provided always that the Service Provider may satisfy this requirement for retention beyond the seven (7) year period by delivering possession of the relevant books, documents, vouchers, records and books of account to RRDSSAB. RRDSSAB has access to records.

10. DISPOSITION OF ASSETS

The Service Provider shall not sell, change the use or otherwise dispose of any item, furnishing or equipment specifically funded or listed in any Budget Schedule prepared pursuant to this Agreement without the prior written consent of RRDSSAB, which consent may be withheld in its sole discretion or given subject to such terms and conditions as RRDSSAB may deem advisable. These assets may or may not be specifically listed in any Budget Schedule attached to this Agreement.

The Service Provider will provide financial reimbursement to RRDSSAB with respect to fixed assets at a reasonably agreed upon depreciated value, depending on when the asset was purchased.

11. CONFIDENTIALITY AND FREEDOM OF INFORMATION

- (a) Except where otherwise permitted or required by law, the Service Provider, its directors, officers, employees, agents and volunteers shall hold confidential and shall not disclose or release to any person at any time during or following the term of this Agreement, any information or document that tends to identify any individual in receipt of services without obtaining the written consent of the individual, or the individual's parent, guardian or legal representative prior to the release or disclosure of such information or document. Where the Service Provider is a municipality or such other "institution" as defined in the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56*, the provisions of such Act with respect to the disclosure or release of information apply.
- (b) The Service Provider acknowledges that any information collected by RRDSSAB pursuant to this Agreement is subject to the rights and safeguards provided for in the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56*.

12. Conflict of Interest

- (a) The Service Provider, any of their respective advisors, partners, directors, officers, employees, agents and volunteers shall not engage in any activity or provide any services where such activity or the provision of such services, creates a conflict of interest (actually or potentially in the sole opinion of the RRDSSAB) with the provision of services pursuant to the Agreement. The Service Provider acknowledges and agrees that it shall be a conflict of interest for it to use confidential information relevant to the services where the RRDSSAB has not specifically authorized such use.
- (b) The Service Provider shall disclose to the RRDSSAB without delay any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest.
- (c) A breach of this section by the Service Provider shall entitle the RRDSSAB to terminate the Agreement, in addition to any other remedies that the RRDSSAB has in the Agreement, in law or in equity.

13. STAFF AND METHODS

The Service Provider shall use industry best practice standards shall employ only skilled and competent staff who shall be under the supervision of a senior member of the Service Provider's staff.

14. INDEMNIFICATION

The Service Provider shall, both during and following the term of this Agreement, indemnify and save harmless RRDSSAB from all costs, losses, damages, judgments, claims, demands, suits, actions, complaints or other proceedings by whomever made, brought or prosecuted in any manner based upon, occasioned by or attributable to anything done or omitted to be done by the Service Provider, its directors, officers, employees, agents or volunteers related to or arising out of this Agreement or in connection with services provided, purported to be provided or required to be provided by the Service Provider pursuant to this Agreement.

15. INSURANCE**(a) Comprehensive General Liability Insurance**

The Service Provider shall obtain and maintain in full force and effect during the term of the Agreement general liability insurance acceptable to RRDSSAB in an amount of not less than two million dollars (\$2,000,000.00) per occurrence. The insurance policy shall:

- (i) include as an additional insured "The Rainy River District Social Services Administration Board" in respect of and during the provision of services by the Service Provider pursuant to this Agreement;
- (ii) contain a cross-liability clause endorsement;
- (iii) contain non-owned automobile liability;
- (iv) contain a clause including liability arising out of contract or agreement;
- (v) contain a clause stating that such insurance shall remain in force and not be amended, cancelled or allowed to lapse without 30 days written prior notice being given to RRDSSAB. Regardless of when or if notification is received by RRDSSAB, this agreement will be terminated effective the date the insurance policy is cancelled, for whatever reason.
- (vi) Insurance for building contents (furniture/equipment) and computer insurance providing coverage, and with an Insurer acceptable to RRDSSAB, in an amount not less than full replacement cost of all furniture, equipment, computer hardware, computer software, and other related items owned by RRDSSAB which are in the possession of the Service Provider.

The Service Provider shall have the option not to provide the insurance covering the building content (furniture/equipment) and computer insurance and instead hereby agrees to indemnify, save harmless and reimburse the Board at full replacement cost for the losses or damage which may be suffered to furniture, equipment, computer hardware, computer software, and other regulated items owned by the RRDSSAB which are in the control of the Service Provider.

(b) Automobile Insurance

The Service Provider shall ensure that any employee utilizing an automobile in the provision of services under this Agreement insure and maintain against legal liability for bodily injury and property damage caused by automobiles owned or leased by the employee or Service Provider. Such insurance shall be subject to an inclusive limit of not less than two million (\$2,000,000) dollars where the automobile owned or leased by an employee or two million (\$2,000,000) dollars where the automobile is owned or leased by the Service Provider. The Service Provider shall provide the RRDSSAB with proof of Automobile Insurance (inclusive limits) for both owned and non-owned vehicles.

(c) Change in Coverage

If the RRDSSAB requests to have the amount of coverage increased or to obtain other special insurance for these Programs, then the Service Provider shall endeavor to forthwith obtain such increased or special insurance.

(d) The Service Provider shall file with RRDSSAB, prior to commencement of all activities provided for in this Agreement, Certificates of Insurance evidencing full compliance with the above clauses, and submit to the RRDSSAB, annually, proof of insurance in such form as RRDSSAB may require.

- (e) The Service Provider shall maintain for inspection by RRDSSAB, as may be required, copies of the required Fire and Health Certification and verification of annual inspections.

16. TERMINATION AND SUSPENSION

- (a) Either Party may terminate this Agreement in whole, or in part, with respect to the provision of any particular service, upon ninety (90) days notice to the other Party.
 - (i) RRDSSAB shall have the further right to terminate this Agreement at any time by notice in writing to the Service Provider or may suspend the Services or any part thereof for such period of time as it may deem advisable. Upon such notice, the Service Provider shall perform no further services or activities related thereto except as necessary to close out or suspend such services and as have been approved by RRDSSAB.
 - (ii) In the event of termination or suspension, the Service Provider will refund forthwith to RRDSSAB any monies advanced by RRDSSAB and not expended in accordance with the approved budget applicable to the services terminated or suspended, and all other adjustments shall be made as between the Parties as at the date of termination or suspension.
 - (iii) In the event that the Service Provider initiates termination of the operating license at any or all of its sites, ninety (90) days written notification shall be sent to The Rainy River District Social Services Administration Board, Children's Services.
 - (iv) In the event that the Ministry initiates termination of the operating license, refer to subsection (c).
- (b) It is agreed by the Parties, the Chief Administrative Officer – RRDSSAB, together with the Chair or Vice-Chair – RRDSSAB shall enter into renewal agreements with the Service Provider and if such renewal occurs it will be permitted on the basis of there being no significant changes to the intent of the Agreement, with all terms and conditions herein continued, until such time as the Agreement is superseded or replaced by a subsequent agreement or terminated by either Party as provided in (a) above.
- (c) This agreement shall be terminated immediately by without prior notice if the Service Provider has become insolvent, bankrupt, or purported to assign the benefit of this Agreement without approval from the District; or if any terms of the conditions of the Agreement are not met.
- (d) For disposition of assets upon termination please refer to Item No. 10.

17. HUMAN RIGHTS CODE

It is a condition of this Agreement and the Parties shall make it a condition of every agreement entered into which arises out of this Agreement, that no right under the *Human Rights Code* will be infringed upon.

18. OBSERVANCE OF THE LAW

The Parties agree that they and their respective directors, officers, employees, agents, volunteers and representatives, shall at all times comply with all Federal, Provincial and Municipal laws, ordinances, statutes, rules, regulations and orders governing the performance of this Agreement.

19. PROOF OF LICENSE

If applicable, the Service Provider shall at all times be licensed to carry out the provisions hereof. At the time of execution of this Agreement, the Service Provider shall submit a copy of its current license to provide the Services and thereafter, shall file with RRDSSAB annually and at other times as requested by RRDSSAB, a copy of the license renewal.

20. NON-ASSIGNMENT

The Service Provider shall not assign this Agreement, or any part hereof, without the prior written approval of RRDSSAB, which approval may be withheld by RRDSSAB in its sole discretion, or given subject to such terms and conditions as RRDSSAB may impose.

21. AMENDMENTS

This Agreement may be amended by substitution of the Schedules, duly signed by the Parties to this Agreement or by way of an Addendum to the original agreement.

22. SCHEDULES/ENTIRE AGREEMENT

All the terms and conditions of the Schedules hereto are incorporated into this Agreement. This Agreement embodies the entire agreement, and supersedes any other understanding or arrangement, collateral, oral, or otherwise, existing between the Parties at the date of the execution and relating to the subject matter hereof.

23. STATUS OF SERVICE PROVIDER

- (a) The Service Provider acknowledges and agrees this Agreement is in no way deemed or construed to be an Agreement of employment. Without limiting the generality of the foregoing, the Parties agree that it is not intended by the Agreement, that the Service Provider, or its employees, are employees of RRDSSAB for the purpose of the *Income Tax Act*, R.S.C. 1985, c.1 (5th Supp.); the *Canada Pension Plan Act*, R.S.C. 1986, c.C-8; the *Employment Insurance Act*, S.O. 1996, c.23; the *Workplace Safety and Insurance Act*, 1997, S.O. 1997, c.16, Sch. A; the *Occupational Health and Safety Act*, R.S.O. 1990, c. O.1; all as amended and revised from time to time, and any legislation in substitution therefore.
- (b) Notwithstanding Subsection 22 (a) above, it is the sole and exclusive responsibility of the Service Provider to satisfy itself as to its status and obligations under all legislation, and other laws including, without limitation, the Acts referred to in the said Subsection.
- (c) The Service Provider shall indemnify and hold harmless RRDSSAB from any and all amount required to be paid by the Service Provider, or claimed to be due and owing and for any and all legal costs, including fees and disbursements and for any administrative costs, incurred by RRDSSAB, relating to any failure of the Service Provider to comply with the provisions of any legislation referred to above.

24. FURTHER ASSURANCES

The Service Provider and the RRDSSAB agree that each of them shall, upon the reasonable request of the other, provide or execute such further documents or assurances necessary to give effect to this Agreement.

25. WAIVER

The waiver by either Party of any default or breach of this Agreement shall not constitute a waiver of any other or subsequent default or breach.

26. NOTICES

- (a) Any notice in writing required or permitted to be given to RRDSSAB hereunder shall be sufficiently given if delivered to any corporate officer of RRDSSAB or sent by fax or mailed by registered mail addressed to:

CAO
Rainy River District Social Services Administration Board
450 Scott Street,
Fort Frances, ON P9A 1H2
Telephone: (807) 274-5349
Fax: (807) 274-0678

Any notice in writing required or permitted to be given to the Service Provider hereunder shall be sufficiently given if delivered to any corporate officer of the Service Provider personally or sent by fax or mailed by registered mail addressed to:

The Town of Fort Frances
320 Portage Avenue,
Fort Frances, ON P9A 3P9
Phone: (807) 274-4561
Fax No. (807) 274-3799

- (b) Any such notice mailed as aforesaid shall be deemed to be given to the addressee on the second (2nd) normal business day (Monday to Friday excluding statutory holidays) following the date of such mailing. If a mail strike is in progress or there is a reasonable expectation of a mail strike, in which case such notice shall be given by one of the alternative permitted methods.
- (c) Any Party may at any time give notice to the other Party of any change of address or fax number of the Party giving such notice and from and after the giving of such notice, the address or fax number therein specified shall be deemed to be the address or fax number of such Party.

27. BINDING EFFECT

- (a) This Agreement shall inure to the benefit of, and be binding upon the Parties and their respective successors, administrators and assigns.
- (a) Where the singular or the feminine is used herein, it shall be construed to mean the plural, or the masculine, or the neuter and vice versa, as the context may require.
- (b) Whenever used in this Agreement, the word "shall" shall be construed as mandatory, and the word "may" shall be construed as permissive.
- (c) The headings appearing in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of any provision of this Agreement.

IN WITNESS WHEREOF this Agreement has been signed on behalf of RRDSAB and on behalf of the Service Provider by their duly authorized signing officers, respectively.

SIGNED, SEALED AND DELIVERED on the day of , 20 .

ON BEHALF OF THE RAINY RIVER DISTRICT
SOCIAL SERVICES ADMINISTRATION BOARD

** Ross Donaldson,
Chair - RRDSAB

*(Affix Corporate Seal or Witness)

** Daniel McCormick
Chief Administrative Officer -
RRDSAB

SIGNED, SEALED AND DELIVERED on the day of , 20 .

ON BEHALF OF THE

Witness

**Signing Officer

Title: _____

Name: _____
(Please Print)

*(Affix Corporate Seal or Witness)

Witness

**Signing Officer

Title: _____

Name: _____
(Please Print)

* Corporate Seal Required OR Witness required where the Service Provider is a sole proprietor or a partner. Not required when corporate seal is affixed.

** I have authority to bind the corporation.

Updated October 2012



SCHEDULE "1" - PRESCRIBED SERVICES

AGREEMENT BETWEEN

THE RAINY RIVER DISTRICT SOCIAL
SERVICES ADMINISTRATION BOARD (RRDSSAB)

AND

TOWN OF FORT FRANCES
Fort Frances Best Start Hub

BEST START HUBS

Service Description:

In the Northern Region, Best Start Hubs will promote children's optimal growth and readiness to learn in healthy, safe, and supportive communities, so they may reach their fullest potential in accordance with the objectives of Best Start.

Service Objectives:

- Best Start Hubs will plan and manage the operation within provincial legislation, regulations, standards, policies and guidelines.
- Best Start Hubs must provide the delivery of and or provide access to core services, including a wide range of early learning and care services for children and parents, such as but not limited to:
 - Early Literacy
 - Child Supervision
 - Interactive structured programs for parent/caregivers and child
 - Unstructured, informal interactive programs for parents/caregivers and child
 - Child focused early learning programs such as stories, music, movement and creative art which promote literacy, gross and fine motor skills development and problem-solving skills
 - Pre-natal and post natal resources and information
- Best Start Hubs must provide the linkages for children and their families to community services and supports.
 - Best Start Hubs will provide information about available services within the community.
 - Where children require more specialized services, Best Start Hubs will link the child/family to specialized services utilizing the local access mechanism or directly to other services not part of the local access mechanism ensuring that the transition is seamless.
 - When appropriate, Best Start Hubs will initiate service registration and obtain consents.
 - Best Start Hubs will coordinate system related services between schools child care and other community services - (i.e. HBHC, pre-school speech and language, primary care provider)
 - Best Start Hubs will work with Data Analysis Coordinators to ensure community information is up to date.

- Best Start Hubs must provide universal screening.
 - In collaboration with other service providers, universal screening is available to children and families at the Centres or other appropriate locations, utilizing provincially approved screening tools (i.e. Nippissing District Development Screen [NDDS] and the Rourke Baby Record).
 - Based on screening results and with appropriate consents, Best Start Hubs will initiate registration, and/or refer to specialized services through the local access mechanism or other services not provided by the access mechanism as described above.
- Best Start Hubs must provide the access to and/or deliver public education.
 - Best Start Hubs will promote and distribute education material on child development and parenting for parents, caregivers, and the community.
 - Best Start Hubs will inform and increase public awareness regarding the generic services available in the community and how these services can be accessed.
 - Best Start Hubs will facilitate access to and/or provide self-help material.
- Best Start Hubs must provide access to programs and services which support parents and caregivers in their learning and gaining of knowledge regarding child development through a range of educational opportunities that are sensitive to a wide range of adult learning styles. For those families whose circumstances make it difficult to participate, Best Start Hubs will utilize innovative ways to connect with these families and where necessary, provide mobile services to meet community and family needs.
- Best Start Hubs must promote and/or provide evidence-based primary prevention activities on behalf of the children's service system in order to minimize the need for specialized services.
- Best Start Hubs must tailor services which will be provided to meet unique community needs, such as supports for children with unique/special needs or programming for specific populations.
- Best Start Hubs must develop formal protocols and official linkages with external agencies that provide early years services to children and families, schools, access mechanisms and other community based services required to achieve the objectives of the program.

Services will be:

- Reflective and responsive to individual, family and community strengths and needs
- Accountable to the individual, family and community
- Sensitive to the social, linguistic and cultural diversity of families and communities, including Francophone and Aboriginal communities
- Staffed by individuals with the appropriate range of skills and abilities necessary to respond effectively to the needs of adults, children and their families; and
- Provided based on the individual's assessed needs, preferences and available within individual, agency, community and contracted Ministry resources.

Reporting Requirements:

The Service Provider will provide to the RRDSSAB:

1. Annual budget submission that includes an outline of the goals and objectives of the prescribed service.
2. Quarterly year-to-date reports that include actual and projected expenditure, revenue, and all other service data information.
3. Best Start Hubs will provide the RRDSSAB with mandatory qualitative/narrative reports as required.
4. Best Start Hubs will provide information for planning and evaluation purposes to the Ministry, the Best Start Network and the Local Service System Management Table as required to identify gaps in service.

5. A variety of collection methods and tools will be used, such as parent satisfaction surveys, program evaluations etc.

Best Start Hubs through the CMSM/DSSAB must comply with the Ministry's Transfer payment Business Cycle requirements in regard to year-end reconciliation as follows:

| | |
|---|-----------------|
| Submission | Calendar Budget |
| Budget Submission | October 31 |
| Signed Contracts | December 31 |
| 1 st Quarter Year-To-Date Report | April 21 |
| Audited Financial Statements | April 30 |
| 2 nd Quarter Year-To-Date Report | July 21 |
| 3 rd Quarter Year-To-Date Report | October 21 |
| 4 th Quarter Year-To-Date Report | February 1 |

6. Best Start Hubs must comply with Serious Occurrence Reporting requirements and the requirements of the Physical Restraint Policy.
7. Best Start Hubs must comply with the Ministry's criminal reference check policy.

Updated October 2012



Fort Frances WPCP
200 McIrvine Rd
PO Box 712
Fort Frances, Ontario
P9A 3N1
Tel: 807-274-3121
Fax: 807-274-8381

October 9, 2012

Town of Fort Frances
320 Portage Avenue
Fort Frances Ontario
P9A 3M5



Attention: Mr. Doug Herr
Environmental and Facilities Superintendent

Dear Doug:

**Re: Fort Frances Wastewater Treatment Facility
September 2012 Monthly Report**

As per the operating agreement, the attached document is the September 2012 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. Larry Wachter – Operations Manager.

Yours truly,

A handwritten signature in blue ink, appearing to read "Kelly Cunningham".

Kelly Cunningham
Senior Operator

For Larry Wachter
Operations Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
September 2012 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 September 2012; 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 received and operates its operation under *Certificate of Approval Number 3-0049-96-006*, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval 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.

SEPTEMBER 2012 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 | 2.1 mg/L | 25 mg/L | 15 mg/L | 11.0 kg/d | 225 kg/d | 135 kg/d |
| Suspended Solids | 4.0 mg/L | 25 mg/L | 15 mg/L | 20.5 kg/d | 225 kg/d | 135 kg/d |
| Total Phosphorus | 0.29 mg/L | 1.0 mg/L | 1.0 mg/L | 1.51 kg/d | 9 kg/d | 9 kg/d |
| Ammonia as N | 0.116 mg/L | | | | | |
| Nitrite as N | 0.04 mg/L | | | | | |
| Nitrate as N | 6.98 mg/L | | | | | |
| Total Cl ₂ Residual | | <0.01 mg/L (when in use) | | | | |
| E-Coli | | 24.2 count/100 ml (geometric mean) | | 200 cnt/100ml (geometric mean) | | E-coli not to exceed 150 organisms/100ml (monthly geometric mean density) |
| pH | | | pH range 7.5 to 7.7; average pH was 7.6 | | | |
| Temperature degrees C | | | Temperatures ranged from 17.5-19.0 average temperature of effluent at 18.2 | | | |

Compliance criteria are mandatory requirements of the C of A and performance objectives are a goal to be achieved using best reasonable efforts.

WASTEWATER LIQUID PROCESS

The average daily flow for September was 5,199.7 m³/day; representing 58% of the design average flow. Total treated flow for the month was 155,992 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 objective levels as outlined in the Certificate of Approval.

INVENTORY

| Chemical | End of Month Status | Units |
|-----------------|----------------------------|------------------|
| Hypochlorite | 430 +/- @ 8.0% + 600 @ 10% | Litres |
| Alum | 10.25 +/- @ 65 % | Cubic meters |
| Polymer | 21 Bags (700 kg) | Bags (25 kg/bag) |

MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations. The activities are highlighted as follows:

Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to headcell and grit snail as needed
- Greased GBT, mechanical bar screen and grit snail. Lubricated drive chain on grit snail and bar screen
- Hot water flushed alum lines
- Regular cleaning of head works EW basket strainer
- Exercised portable generators
- Replaced belt on head works exhaust fan 03
- Greased all blowers
- Regular cleaning of seal water strainer TFP 9-5
- Repaired corroded pipe in boiler hot water system
- Drained outside EW lines for winter
- Adjusted packing thickener feed pump
- Calibrated effluent auto sampler
- Acid washed all UV banks
- Clarifier 2 was drained for inspection and 1 link was removed from each side of long collector chain to adjust sag

Pump Stations:

- Ran gen sets
- Regular cleaning of bar screens
- Changed seal water strainers

OPERATIONAL ISSUES

The facility met all operational requirements for the month.

SLUDGE SUMMARY

The volume directed to the gravity belt thickener totaled 525.8 m³ for the month. Hammond Landscaping (Certificate of Approval Hauler # 11000025801) hauled/transported 121.1 m³ (average 11.0 m³/load) to the agricultural drying bed. The Organic Soil Conditioning site has a valid Certificate of Approval - number S-71048-31.

COMPLAINTS

There were no complaints during the report period.

BY-PASS REPORT(S)

There were no by-pass events during the report period.

COMMENTS

Plant power consumption for the month was 671 (x 180 multiplier) kWh.

Clarifier 2 was drained for the annual inspection, 1 link was removed from each side of the long collector chain to adjust sag.

All Angles installed new weather stripping on three exterior man doors on the main plant building.

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)

| Month | Sewage Flows Year 2012 | | | | | Usage % Plant Capacity | Sludge Volume Hauled M3 | Removal Efficiency | |
|-----------|------------------------|-----------------------|-------------------------------|------------------------------|-----------------------|------------------------------|----------------------------------|--------------------|------------------|
| | Avg. Day Flow m3 | Max Day Flow m3 | Total Treated Volume ML | Total ByPass Volume ML | Total Volume ML | | | Suspended Solids | Total Phosphorus |
| | | | | | | | | | |
| | | | | | | | | | |
| January | 5023.5 | 5582 | 155729 | | 155729 | 56% | 186.2 | | |
| February | 4854.2 | 5248 | 140772 | | 140772 | 54% | 210.5 | | |
| March | 5612.9 | 8655 | 173999 | | 173999 | 62% | 244.0 | | |
| April | 6692.4 | 7984 | 200771 | | 200771 | 74% | 177.7 | | |
| May | 6174.0 | 7911 | 191394 | | 191394 | 69% | 233.1 | | |
| June | 6127.2 | 6684 | 183815 | | 183815 | 68% | 196.6 | | |
| July | 6079.0 | 7897 | 188449 | | 188449 | 68% | 175.2 | | |
| August | 5912.8 | 7507 | 183297 | | 183297 | 66% | 153.1 | | |
| September | 5199.7 | 6053 | 155992 | | 155992 | 58% | 121.1 | | |
| October | | | | | | 0% | | | |
| November | | | | | | 0% | | | |
| December | | | | | | 0% | | | |
| Sum | | | | 0 | 1574218 | | 1697.5 | | |
| Average | 5742 | | 174913 | | 174913 | 64% | 188.6 | | |
| Max | | 8655 | 200771 | | 200771 | | | | |
| C of A | 9000 | 18000 | | | | | | | |

| Month | CBOD5 | | | | Suspended Solids | | | | Total Phosphorus | | | | E. Coli | | pH | |
|-----------|---------------------------|-----------------------------|-------------------------------|---------------------------|-----------------------------|-------------------------------|---------------------------|-----------------------------|-------------------------------|------------------------------|--------------------|--------------------|---------|--|----|--|
| | Avg Raw CBOD (mg/L) | Avg. Eff. CBOD (mg/L) | Avg. Load CBOD (kg/day) | Avg Raw S.S. (mg/L) | Avg. Eff. S.S. (mg/L) | Avg. Load S.S. (kg/day) | Avg Raw T.P. (mg/L) | Avg. Eff. T.P. (mg/L) | Avg. Load T.P. (kg/day) | Geo Mean Counts /100ml | Monthly Minimum | Monthly Maximum | | | | |
| | | | | | | | | | | | | | | | | |
| January | 67.4 | 2.3 | 11.3 | 144.5 | 7.5 | 37.7 | 2.5 | 0.19 | 0.93 | 10.1 | 6.6 | 7.9 | | | | |
| February | 70.6 | 2.6 | 12.5 | 147.7 | 8.1 | 39.3 | 2.3 | 0.22 | 1.09 | 8.8 | 7.1 | 7.8 | | | | |
| March | 75.3 | 3.4 | 18.5 | 139.1 | 7.9 | 44.8 | 2.1 | 0.26 | 1.44 | 12.3 | 7.1 | 7.6 | | | | |
| April | 51.9 | 2.5 | 16.7 | 123.8 | 10.7 | 74.6 | 1.8 | 0.27 | 1.85 | 16.6 | 6.9 | 7.6 | | | | |
| May | 51.1 | 2.0 | 12.9 | 124.0 | 8.4 | 52.4 | 1.9 | 0.31 | 1.95 | 19.0 | 6.9 | 7.4 | | | | |
| June | 68.6 | 2.9 | 17.8 | 124.1 | 7.1 | 43.8 | 2.0 | 0.35 | 2.15 | 12.4 | 7.0 | 7.2 | | | | |
| July | 67.0 | 2.1 | 13.1 | 141.5 | 5.2 | 31.6 | 2.10 | 0.28 | 1.66 | 9.4 | 6.9 | 7.7 | | | | |
| August | 65.2 | 3.0 | 17.3 | 155.0 | 5.3 | 31.4 | 1.99 | 0.25 | 1.49 | 4.4 | 7.6 | 7.8 | | | | |
| September | 75.0 | 2.1 | 11.0 | 140.2 | 4.0 | 20.5 | 2.28 | 0.29 | 1.51 | 24.2 | 7.5 | 7.7 | | | | |
| October | | | | | | | | | | | | | | | | |
| November | | | | | | | | | | | | | | | | |
| December | | | | | | | | | | | | | | | | |
| Average | 65.8 | 2.5 | 14.6 | 137.8 | 7.1 | 41.8 | 2.1 | 0.3 | 1.6 | 13.0 | 7.1 | 7.6 | | | | |
| Max | 75.3 | 3.4 | 18.5 | 155 | 10.7 | 74.6 | 2.5 | 0.35 | 2.15 | 24.2 | 7.6 | 7.9 | | | | |
| C of A | | 25 | 225 | | 25 | 225 | | 1 | 9 | 150 | 6 | 9.5 | | | | |

Aircraft Landings 2012
As of October 1st, 2012 - Airport Statistics - Page 1

| | Bearskin Flights | | | Bearskin Passengers | | | Government | | | Private | | | Med-L-vacs | | | International | | | Commercial | | | Totals | | Variance 2012-2011 | |
|-----------|------------------|------|------|---------------------|------|------|------------|------|------|---------|------|------|------------|------|------|---------------|------|------|------------|------|------|--------|------|-----------------------|------|
| | 2012 | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 | 2010 | 2011 | | | | |
| January | 90 | 87 | 93 | 447 | 364 | 354 | | 1 | 0 | 4 | 0 | 3 | 41 | 35 | 44 | 3 | 3 | 5 | 50 | 49 | 45 | 188 | 175 | 190 | -2 |
| February | 90 | 83 | 80 | 465 | 384 | 380 | 0 | 0 | 0 | 16 | 3 | 7 | 45 | 39 | 45 | 5 | 10 | 4 | 41 | 44 | 40 | 197 | 179 | 176 | 21 |
| March | 89 | 88 | 97 | 469 | 377 | 381 | 5 | 12 | 4 | 8 | 6 | 21 | 44 | 36 | 45 | 4 | 9 | 9 | 56 | 61 | 56 | 206 | 212 | 232 | -26 |
| 1/4 Total | 269 | 258 | 270 | 1381 | 1125 | 1115 | 5 | 13 | 4 | 28 | 9 | 31 | 130 | 110 | 134 | 12 | 22 | 18 | 147 | 154 | 141 | 591 | 566 | 598 | -7 |
| April | 87 | 92 | 77 | 408 | 375 | 329 | 2 | 10 | 0 | 18 | 5 | 26 | 36 | 43 | 30 | 13 | 7 | 4 | 50 | 83 | 55 | 206 | 240 | 192 | 14 |
| May | 90 | 95 | 96 | 402 | 446 | 374 | 7 | 9 | 13 | 14 | 14 | 38 | 59 | 42 | 46 | 35 | 41 | 37 | 73 | 82 | 83 | 278 | 283 | 313 | -35 |
| June | 89 | 98 | 92 | 399 | 328 | 429 | 12 | 6 | 5 | 48 | 8 | 64 | 44 | 48 | 47 | 104 | 69 | 104 | 76 | 99 | 95 | 373 | 328 | 407 | -34 |
| 1/2 Total | 535 | 543 | 535 | 2590 | 2274 | 2247 | 26 | 38 | 22 | 108 | 36 | 159 | 269 | 243 | 257 | 164 | 139 | 163 | 346 | 418 | 374 | 1448 | 1417 | 1510 | -62 |
| July | 89 | 96 | 92 | 414 | 381 | 389 | 7 | 10 | 2 | 80 | 34 | 52 | 29 | 39 | 35 | 95 | 70 | 97 | 111 | 75 | 72 | 411 | 324 | 350 | 61 |
| August | 88 | 98 | 90 | 352 | 395 | 373 | 0 | 17 | 0 | 45 | 28 | 38 | 52 | 39 | 42 | 81 | 53 | 62 | 89 | 81 | 71 | 355 | 316 | 303 | 52 |
| September | 81 | 93 | 88 | 410 | 389 | 312 | 7 | 5 | 4 | 51 | 8 | 42 | 34 | 52 | 42 | 40 | 38 | 53 | 61 | 94 | 80 | 274 | 290 | 309 | -35 |
| 3/4 Total | 793 | 830 | 805 | 3766 | 3439 | 3321 | 40 | 70 | 28 | 284 | 106 | 291 | 384 | 373 | 376 | 380 | 300 | 375 | 607 | 668 | 597 | 2488 | 2347 | 2472 | 16 |
| October | | 93 | 88 | | 412 | 371 | | 17 | 5 | | 27 | 36 | | 31 | 61 | | 20 | 19 | | 55 | 72 | 0 | 243 | 281 | -281 |
| November | | 92 | 93 | | 425 | 492 | | 4 | 2 | | 19 | 9 | | 34 | 46 | | 3 | 4 | | 60 | 52 | 0 | 212 | 206 | -206 |
| December | | 82 | 78 | | 289 | 325 | | 0 | 0 | | 5 | 4 | | 51 | 39 | | 1 | 6 | | 45 | 46 | 0 | 184 | 173 | -173 |
| Total | 793 | 1097 | 1064 | 3766 | 4565 | 4509 | 40 | 91 | 35 | 284 | 157 | 340 | 384 | 489 | 522 | 380 | 324 | 404 | 607 | 828 | 767 | 2488 | 2986 | 3132 | -660 |

| Fort Frances Airport- Page 2 - Fuel Sales - As of October 1st, 2012 | | | | | | | | | | | | | | | | | |
|---|--------|---------|--------|---------|--------|---------|--------|---------|---------|---------|---------|---------|--------------|----------------|--------------------|--------------------|--|
| Fuel Sales Recap - 2012 | | | | | | | | | | | | | | | | | |
| 100LL | | Jet Ttk | | Jet Cab | | Month | Year | | | | | | | | | | |
| Liters | Total | Liters | Total | Liters | Total | | | 2011 | 2011 | 2010 | 2009 | 2008 | 2007 | 5 year Average | Variance 2012-2011 | Variance 2012-2011 | |
| Month | Liters | Total | Liters | Total | Liters | Total | month | Total | month | Month | Month | month | 2011 to 2007 | month | year | | |
| January | 0 | 10,252 | 10,252 | 0 | 10,252 | 10,252 | 7,308 | 7,308 | 10,971 | 15,989 | 29,926 | 16,283 | 16,095 | 2,944 | 2,944 | | |
| February | 435 | 6,483 | 16,735 | 0 | 6,918 | 17,170 | 3,687 | 10,995 | 5,782 | 13,135 | 21,134 | 11,782 | 11,104 | 3,231 | 6,175 | | |
| March | 544 | 9,785 | 25,520 | 0 | 9,329 | 26,459 | 10,390 | 21,385 | 15,539 | 9,612 | 27,435 | 19,969 | 16,589 | -1,061 | 5,114 | | |
| April | 748 | 1,727 | 7,503 | 33,023 | 0 | 8,251 | 5,294 | 26,679 | 24,825 | 10,676 | 22,466 | 28,609 | 18,374 | 2,957 | 8,071 | | |
| May | 1,178 | 2,905 | 20,713 | 53,736 | 0 | 21,891 | 19,790 | 46,469 | 25,375 | 24,033 | 30,287 | 47,258 | 29,349 | 2,101 | 10,172 | | |
| June | 7,050 | 9,955 | 16,487 | 70,223 | 0 | 23,537 | 25,723 | 72,192 | 27,768 | 22,395 | 35,995 | 40,736 | 30,523 | -2,186 | 7,986 | | |
| July | 7,408 | 17,363 | 25,242 | 95,465 | 0 | 32,650 | 19,124 | 91,316 | 30,455 | 24,925 | 33,390 | 44,875 | 30,554 | 13,326 | 21,512 | | |
| August | 5,915 | 23,278 | 24,564 | 120,029 | 304 | 304 | 21,467 | 112,783 | 33,139 | 28,250 | 40,177 | 41,630 | 32,933 | 9,316 | 30,828 | | |
| September | 2,515 | 25,793 | 16,916 | 136,945 | 0 | 163,042 | 22,511 | 135,294 | 23,363 | 18,937 | 28,822 | 30,341 | 24,795 | -3,080 | 27,748 | | |
| October | | | | | 304 | | 13,617 | 148,971 | 15,033 | 21,304 | 16,631 | 28,020 | 18,933 | -13,677 | 148,971 | | |
| November | | | | | | | 6,785 | 155,756 | 17,747 | 10,754 | 16,951 | 16,842 | 13,816 | -6,785 | 155,756 | | |
| December | | | | | | | 2,446 | 158,202 | 7,641 | 7,596 | 13,083 | 14,733 | 9,100 | -2,446 | 158,202 | | |
| Total | | | | | | | | | 158,202 | 237,638 | 207,606 | 316,297 | 341,078 | | | | |

2012 O & F Division Capital Program

TRANSPORTATION

Large Equipment

- 1 Replace V115 - 1997 Combination Unit Sander/Plow
2 Replace E320 - 1994 CAT Backhoe/Loader (2011 Carryover)

Small Vehicles

- 3 PW Small Equipment

GIS/Engineering Services

- 4 GIS Equipment & Mapping

Roads

- 5 Sign Retroreflector (To measure annual retro-reflectivity of traffic control signs)

- 6 Upgrades to Portage Ave Storm Sewer Pumping Station (2011 Carryover)

- 7 Surface Treatment 8th Street from Portage to Christie (325 m)
HL4 Asphalt from Christie to Victoria Ave. (86 m)

- 8 Phase II 3rd Street East - Victoria Ave to Portage Ave (220 m)

Streetlight Pole Replacement

- 9 Pole Replacement

Waste Management

- 10 Upgrades to Weigh Scale Building (Windows, flooring, etc.)

TOTAL TRANSPORTATION

PARKS

- 11 Water Front Dock Repairs & Replacement

- 12 Small Equipment Replacement - mowers/ whipper snippers

- 13 Replace V406 - 1988 Ford Crew Cab Truck

- 14 60" Wide Commercial Sweeper attachment for existing John Deere Tractor

TOTAL PARKS

CEMETERY

- 15 Replace & Trade-in 2 Riding Lawn Mower Tractors

- 16 Portable PC - Hand Held unit for Stone Orchard Software (2011 Carryover)

- 17 Repair Foundation of the Columbarium at Riverview Cemetery

- 18 Riverview Cemetery Office Building Renovations (Roof, windows, doors, insulation and exterior siding)

TOTAL CEMETERY

| TOTAL APPROVED BUDGET | As of September 30, 2012 | Variance | Notes |
|-----------------------|--------------------------|--------------|---|
| | | | |
| \$155,000.00 | \$0.00 | \$155,000.00 | Tender specifications being prepared |
| \$73,440.00 | \$73,210.36 | \$229.64 | Delivered on January 25, 2012 |
| \$228,440.00 | \$73,210.36 | \$155,229.64 | |
| \$8,000.00 | \$1,342.93 | \$6,657.07 | |
| \$8,000.00 | \$1,342.93 | \$6,657.07 | |
| \$2,458.00 | \$0.00 | \$2,458.00 | |
| \$2,458.00 | \$0.00 | \$2,458.00 | |
| \$13,000.00 | \$10,888.34 | \$2,111.66 | On-site in Mid- April |
| \$266,667.00 | \$211,560.04 | \$55,106.96 | Tender awarded to Makkinga on May 28, new pumps live as of Sept. 12. |
| \$65,000.00 | \$15,348.13 | \$49,651.87 | Tender awarded to Makkinga on May 28 |
| \$333,340.00 | \$275,475.46 | \$57,864.54 | Phase 2 awarded to Wagner in mid-Jun with work starting on April 16, 2012 |
| \$678,007.00 | \$513,271.97 | \$164,735.03 | |
| \$5,000.00 | \$5,526.40 | -\$526.40 | |
| \$5,000.00 | \$5,526.40 | -\$526.40 | |
| \$5,000.00 | \$0.00 | \$5,000.00 | Contact Ed Halveson to replace the west window and repair flooring - August 2, 2012 |
| \$5,000.00 | \$0.00 | \$5,000.00 | |
| \$926,905.00 | \$593,351.66 | \$333,553.34 | |
| \$5,000.00 | \$0.00 | \$5,000.00 | |
| \$5,000.00 | \$3,723.39 | \$1,276.61 | |
| \$37,000.00 | \$27,988.01 | \$9,011.99 | Awarded Tender to McDonald Motors on May 14, 2012 net cost \$ 27,108.86 saving on \$ 9,891.14 unit delivered on July 25 |
| \$7,000.00 | \$5,705.61 | \$1,294.39 | Unit delivered in early May |
| \$54,000.00 | \$37,417.01 | \$16,582.99 | |
| \$6,000.00 | \$5,902.09 | \$97.91 | Units delivered on May 4th. |
| \$1,000.00 | \$0.00 | \$1,000.00 | tablet purchased - Darryl Allan setting up Stone Orchard software program |
| \$25,000.00 | \$23,000.00 | \$2,000.00 | CJ Contracting awarded the work where the project was completed by June 6, 2012 |
| \$80,000.00 | \$38,858.26 | \$41,141.74 | Advertised Tender on June 27 closing on July 24 |
| \$112,000.00 | \$67,760.35 | \$44,239.65 | |

2012 O & F Division Capital Program

ENVIRONMENT

Sanitary Sewer - Collection System

19 Small Tools/Equipment

4A GIS Equipment & Mapping

6A Upgrades to Portage Ave Storm Sewer (2011 Carryover)

20 Refurbishing Sanitary Manholes

21 Infiltration & Inflow Study

8A 3rd St E - Victoria Ave to Portage Ave (220 m)

Sewage Treatment Plant

22 Misc. Capital Upgrades

Water System

Water Distribution System

4B GIS Equipment & Mapping

23 East of Butler Ave (Wood Yard) Church St to Front St. (2011 Carryover)

24 Replacing Main Line Water Valves/Hydrants

25 General Misc - Tools/Equipment

8B Phase II 3rd Street East - Victoria Ave to Portage Ave (823 m.)

26 King's Hwy - Pit Rd #1 to 185 m East of Daniel Ave (740 m)

Water Treatment Plant

27 Misc. Small Capital Equipment

28 Replace WTP Boiler with Two High Efficiency Boilers

29 Installation of VFD Electrical Motors for High Lift Pumps

30 Replace C12 & Fluoride Analyzers

31 Rebuild Clarifier Drive System

32 Replace In-Plant Potable Water Lines (2011 Carryover)

TOTAL ENVIRONMENT

OPERATING & FACILITIES 2012 CAPITAL BUDGET

| TOTAL APPROVED BUDGET | As of September 30, 2012 | Variance | Notes |
|-----------------------|--------------------------|----------------|---|
| | | | |
| \$10,000.00 | \$255.29 | \$9,744.71 | |
| \$2,458.00 | \$0.00 | \$2,458.00 | |
| \$133,334.00 | \$105,549.19 | \$27,784.81 | Tender awarded to Makkinga on May 28, new pumps live as of Sept. 12. |
| \$50,000.00 | \$0.00 | \$50,000.00 | Listing sent to Topshot for pricing - June 14/12 Topshot in Town Aug. 01/12 to assess manholes for pricing. To be back in Sept. 2012 to complete works. |
| \$100,000.00 | \$61,118.22 | \$38,881.78 | Final draft of report received on April 24, 2012 |
| \$439,057.00 | \$330,229.72 | \$108,827.28 | Phase 2 awarded to Wagner in mid-Jan with work starting on April 16, 2012 |
| \$734,849.00 | \$497,152.42 | \$237,696.58 | |
| | | | |
| \$183,000.00 | \$32,534.46 | \$150,465.54 | Misc. repairs to pumps, air blower and purchase of 2-Axis DO probes & 2-APC smart UPS 1000. |
| \$183,000.00 | \$32,534.46 | \$150,465.54 | |
| | | | |
| \$4,915.00 | \$0.00 | \$4,915.00 | |
| | | | |
| \$53,405.00 | \$42,497.19 | \$10,907.81 | Wagner completed work by May 1st, 2012 |
| \$100,000.00 | \$21,128.72 | \$78,871.28 | Tender awarded to Makkinga on May 28 |
| \$10,000.00 | \$1,453.48 | \$8,546.52 | Misc. hand tools |
| \$434,480.00 | \$357,054.61 | \$77,425.39 | Phase 2 awarded to Wagner in mid-Jan with work starting on April 16, 2012 |
| \$917,425.39 | \$294,571.79 | \$622,853.60 | Tender awarded to Makkinga on May 28 |
| \$1,520,225.39 | \$716,705.79 | \$803,519.60 | |
| | | | |
| \$15,000.00 | \$17,281.59 | -\$2,281.59 | Misc. tools and supply kindred cup sink/laundry sink and faucet with nozzle. |
| \$90,000.00 | \$0.00 | \$90,000.00 | to be included in Energy Retrofit project with Honeywell |
| \$60,000.00 | \$0.00 | \$60,000.00 | to be included in Energy Retrofit project with Honeywell |
| | \$0.00 | \$0.00 | Clarifier No. 1 - completed. Some work remaining of Clarifier No. 2. |
| \$77,000.00 | \$13,173.67 | \$63,826.33 | Replacement of In-plant potable water line to be done this fall. (Pryde's Plumbing & Htg.) |
| \$242,000.00 | \$30,455.26 | \$211,544.74 | |
| \$2,680,074.39 | \$1,276,847.93 | \$1,403,226.46 | |
| \$3,772,979.39 | \$1,975,376.95 | \$1,797,602.44 | 52.36% |

2012- tonnage at landfill site- up-dated October 1st, 2012

5 Year Average

2011

5 Year Average

2012

| MONTH | Residential Waste tonnes | Res % | ICI Waste tonnes | ICI % | Non Community Waste tonnes | Non Com % | Covering Material tonnes | 2007 to 2011 Total Waste tonnes | 2012 Total Tonnes | 2007 to 2011 Fees | Total Fees | 2012-2011 Tonnes | 2012-2011 Fees |
|---------------------|--------------------------|---------|------------------|---------|----------------------------|-----------|--------------------------|---------------------------------|-------------------|-------------------|--------------|------------------|----------------|
| JAN | 142.26 | 36.32 | 238.74 | 60.95 | 10.69 | 2.73 | 0.00 | 346.33 | 391.69 | \$15,588.82 | \$20,495.48 | -26.74 | -\$218.55 |
| FEB | 115.26 | 34.45 | 210.66 | 62.96 | 8.66 | 2.59 | 0.00 | 289.64 | 334.58 | \$13,528.30 | \$17,382.70 | 23.25 | \$1,557.57 |
| MAR | 187.40 | 39.28 | 250.52 | 52.51 | 39.14 | 8.20 | 28.20 | 427.20 | 477.06 | \$20,622.52 | \$24,375.00 | 76.92 | \$3,128.09 |
| APRIL | 215.08 | 38.78 | 326.87 | 58.94 | 12.64 | 2.28 | 1196.04 | 614.25 | 554.59 | \$29,898.82 | \$31,190.56 | 41.42 | \$3,551.50 |
| MAY | 256.11 | 42.22 | 335.80 | 55.35 | 14.72 | 2.43 | 1664.39 | 725.95 | 606.63 | \$35,046.32 | \$35,933.82 | -159.34 | -\$4,968.45 |
| JUNE | 259.64 | 38.92 | 385.39 | 59.13 | 12.72 | 1.95 | 0.00 | 721.62 | 651.75 | \$35,851.73 | \$37,055.94 | -20.53 | \$4,558.53 |
| JULY | 205.12 | 33.45 | 396.12 | 64.60 | 11.98 | 1.95 | 497.69 | 712.57 | 613.22 | \$36,493.50 | \$34,823.87 | 59.45 | \$4,544.72 |
| AUG | 265.68 | 42.37 | 344.66 | 54.96 | 16.78 | 2.68 | 774.08 | 646.08 | 627.12 | \$32,517.70 | \$34,261.03 | -179.76 | -\$10,772.09 |
| SEPT | 245.99 | 43.93 | 301.41 | 53.83 | 12.51 | 2.23 | 1,094.03 | 619.27 | 559.91 | \$30,007.48 | \$32,486.48 | -54.06 | -\$1,119.39 |
| OCT | | #DIV/0! | | #DIV/0! | | #DIV/0! | | 623.34 | 0.00 | \$31,195.82 | | -612.80 | -\$33,130.66 |
| NOV | | #DIV/0! | | #DIV/0! | | #DIV/0! | | 567.74 | 0.00 | \$27,502.39 | | -692.64 | -\$33,980.90 |
| DEC | | #DIV/0! | | #DIV/0! | | #DIV/0! | | 383.14 | 0.00 | \$20,929.91 | | -421.30 | -\$19,811.03 |
| Average per monthly | 209.62 | 36.68 | 310.02 | 58.81 | 15.54 | 4.51 | 583.83 | 556.43 | 401.11 | \$27,431.92 | \$29,778.32 | | \$172.67 |
| Total | 1886.54 | | 2790.17 | | 139.84 | | 5254.44 | 6677.13 | 4816.55 | \$329,183.01 | \$268,004.88 | 73.43 | \$4,467.11 |

Town of Fort Frances Tonnage

Total Tonnage

Residential Tonnage 1886.54 39.17%

ICI Tonnage 2790.17 57.93%

Coverage material 5254.44 109.09%

f/n:p: 2010Janlandfillsitedata2010

Administration & Finance Department Stats
for the period ending September 30, 2012

| Revenue | January | February | March | April | May | June | July | August | September | October | November | December | TOTALS |
|-----------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------|----------|----------|---------------|
| Tax Certificates | \$ 230.00 | \$ 287.00 | \$ 575.00 | \$ 920.00 | \$ 1,092.70 | \$ 976.00 | \$ 1,285.00 | \$ 977.50 | \$ 1,495.00 | | | | \$ 7,818.20 |
| Business Licences | 14,148.25 | 5,948.20 | 5,085.55 | 2,168.90 | 1,896.80 | 442.85 | 990.75 | 249.80 | 167.40 | | | | \$ 31,098.50 |
| Lottery Licences | 1,283.73 | 75.00 | 1,008.13 | | 1,219.20 | 120.00 | 2,469.78 | 568.50 | 447.15 | | | | \$ 7,191.49 |
| Town Property Rental | 353.40 | 353.40 | 364.60 | 364.60 | 364.60 | 364.60 | 364.60 | 364.60 | 364.40 | | | | \$ 3,258.80 |
| Fort Frances Portion of POA Fines | | | | | 16,325.19 | | 0.00 | 10,387.36 | 0.00 | | | | \$ 26,712.55 |
| Nat Gas/Purchase Card Rebates | | | | | 0.00 | | 0.00 | 4,163.59 | 0.00 | | | | \$ 4,163.59 |
| Death/Still Birth Registrations | 502.35 | 265.95 | 354.60 | 413.70 | 265.95 | 0.00 | 650.10 | 443.25 | 325.05 | | | | \$ 3,220.95 |
| Marriage Licences | 267.10 | 400.75 | 667.75 | 534.20 | 934.85 | 1,068.40 | 1,869.70 | 667.75 | 267.10 | | | | \$ 6,677.60 |
| Civil Marriage | | 618.00 | 759.65 | 386.25 | 772.50 | 1,171.65 | 1,442.00 | 944.70 | 0.00 | | | | \$ 6,094.75 |
| Certify Copies | 5.40 | | 5.40 | | 16.20 | | 0.00 | 5.40 | 0.00 | | | | \$ 32.40 |
| Commissioning Oaths/Affidavits | 131.55 | 27.45 | 71.25 | 10.95 | 72.55 | 76.80 | 82.20 | 196.95 | 60.15 | | | | \$ 729.85 |
| Investment Income | 768.78 | 281.69 | 1,540.98 | 1,843.83 | 1,551.98 | 7,580.80 | 584.91 | 887.72 | 2,430.67 | | | | \$ 17,471.36 |
| Agreement Fee | | | | | | | | | 3,100.00 | | | | \$ 3,100.00 |
| Sale of Land | 206.70 | 12,583.57 | 14,324.94 | 12,538.58 | 0.00 | 10,776.26 | 14,461.61 | 22,966.28 | 11,522.79 | | | | \$ 2.00 |
| Administration Service Charges | \$ 17,897.26 | \$ 20,841.01 | \$ 24,757.85 | \$ 19,161.01 | \$ 47,561.79 | \$ 22,577.36 | \$ 24,182.65 | \$ 42,823.40 | \$ 20,179.71 | \$ - | \$ - | \$ - | \$ 122,430.00 |
| | | | | | | | | | | | | | \$ 240,002.04 |
| Accounts Receivable | | | | | | | | | | | | | |
| Balance Forward | 383,485.48 | 241,376.79 | 195,134.02 | 155,038.51 | 132,678.00 | 205,542.10 | 171,808.39 | 177,121.62 | 151,921.45 | | | | |
| Invoices/Debits | 126,268.73 | 123,145.78 | 133,347.80 | 125,228.24 | 196,783.99 | 92,833.16 | 181,623.43 | 140,199.34 | 141,515.91 | | | | |
| Payments/Credits | (288,817.79) | (170,117.04) | (173,673.10) | (147,999.55) | (124,159.20) | (126,826.76) | (176,601.25) | (165,658.27) | (151,164.92) | | | | |
| Interest Applied | 440.37 | 728.49 | 229.79 | 410.80 | 239.31 | 259.89 | 291.05 | 258.76 | 501.77 | | | | |
| Total Amount Owng | \$ 241,376.79 | \$ 195,134.02 | \$ 155,038.51 | \$ 132,678.00 | \$ 205,542.10 | \$ 171,808.39 | \$ 177,121.62 | \$ 151,921.45 | \$ 142,774.21 | \$ - | \$ - | \$ - | \$ 3,360.23 |
| | | | | | | | | | | | | | \$ 3,360.23 |
| AR Invoices Processed | | | | | | | | | | | | | |
| GeneralBy-Law | | | | | | | | | | | | | |
| Daycare | 8 | 22 | 10 | 14 | 18 | 22 | 16 | 18 | 22 | | | | 150 |
| Airport | 19 | 5 | 16 | 22 | 19 | 48 | 58 | 44 | 54 | | | | 420 |
| Landfill | 29 | 27 | 34 | 42 | 37 | 40 | 37 | 23 | 19 | | | | 167 |
| Public Works | 3 | 5 | 3 | 5 | 6 | 7 | 12 | 36 | 36 | | | | 318 |
| Sewer | 5 | 3 | 6 | 5 | 12 | 7 | 5 | 17 | 13 | | | | 64 |
| Water | 14 | 9 | 14 | 20 | 178 | 9 | 7 | 9 | 10 | | | | 62 |
| Fire Department | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 13 | 21 | | | | 285 |
| Memorial Sports Centre | 36 | 17 | 16 | 31 | 28 | 17 | 0 | 0 | 0 | | | | 1 |
| Fort Frances Power Corp | 0 | 0 | 7 | 31 | 28 | 17 | 11 | 18 | 27 | | | | 201 |
| Invoices Issued by Month | 114 | 142 | 156 | 197 | 359 | 173 | 190 | 178 | 211 | 0 | 0 | 0 | 52 |
| | | | | | | | | | | | | | 1,720 |
| NSF/Returned Payments | | | | | | | | | | | | | |
| Day Care | 0 | 0 | 4 | 0 | 0 | 1 | 0 | 0 | 0 | | | | 5 |
| Memorial Sports Centre | 2 | 2 | 3 | 1 | 2 | 0 | 0 | 0 | 2 | | | | 12 |
| Utilities | 4 | 7 | 0 | 7 | 2 | 4 | 2 | 1 | 3 | | | | 30 |
| Taxation | 1 | 0 | 1 | 0 | 0 | 0 | 3 | 0 | 0 | | | | 5 |
| Other | 1 | 0 | 1 | 0 | 2 | 1 | 1 | 0 | 0 | | | | 6 |
| Taxes | | | | | | | | | | | | | |
| Balance Forward | \$ 977,809.74 | \$ 6,886,890.94 | \$ 3,252,413.35 | \$ 1,342,329.17 | \$ 1,199,272.68 | 1,079,967.73 | 7,213,301.23 | 3,235,812.24 | 1,260,400.15 | | | | |
| Tax Billings/Debits | 6,431,054.59 | 1,274.62 | 11,475.09 | 2,091.89 | 5,161.10 | 6,585,516.48 | 10,431.26 | 22,079.75 | 12,413.90 | | | | |
| Payments/Credits | (533,597.33) | (3,646,675.59) | (1,935,009.28) | (160,706.03) | (138,492.72) | (465,078.95) | (3,996,864.52) | (2,010,100.97) | (198,851.93) | | | | |
| Interest Applied | 11,623.94 | 10,923.38 | 13,450.01 | 15,557.65 | 14,026.67 | 12,895.97 | 8,944.27 | 12,609.13 | 14,453.44 | | | | |
| Total Amount Owng | \$ 6,886,890.94 | \$ 3,252,413.35 | \$ 1,342,329.17 | \$ 1,199,272.68 | \$ 1,079,967.73 | \$ 7,213,301.23 | \$ 3,235,812.24 | \$ 1,260,400.15 | \$ 1,088,415.56 | \$ - | \$ - | \$ - | \$ 114,484.46 |
| | | | | | | | | | | | | | \$ 114,484.46 |

| | January | February | March | April | May | June | July | August | September | October | November | December | TOTALS |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|---------------|---------|----------|----------|---------------|
| Tax Arrears Notices Mailed/Letters with no payment plans | 179 | 163 | 354 | 367 | 249 | 204 | 174 | 383 | 469 | | | | |
| # Tax Sale Registrations | 30 | 26 | 24 | 23 | 22 | 21 | 18 | 16 | 13 | | | | |
| | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | | | | |
| # Write offs (MOS/357 Applications) | 0 | 0 | 4 | 1 | 1 | 0 | 10 | 1 | 0 | | | | 17 |
| Write-off - Municipal Portion | | \$ | 288.18 | \$ 133.75 | \$ 342.40 | \$ - | \$ 4,554.96 | 45.72 | 0.00 | | | | \$5,365.01 |
| # of Charity Rebates | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 1 | 0 | | | | 3 |
| Charity Rebates - Municipal Portion | \$ - | \$ - | \$ 4,731.21 | \$ - | \$ - | \$ 7,281.07 | \$ - | 12,846.22 | 0.00 | | | | \$24,858.50 |
| # Vacancy Rebates | 0 | 0 | 2 | 3 | 7 | 1 | 0 | 0 | 0 | | | | 13 |
| Vacancy Rebates - Municipal Portion | \$ - | \$ - | \$ 5,419.41 | \$ 3,326.82 | \$ 12,554.07 | \$ 38,744.11 | \$ - | - | 0 | | | | \$80,044.41 |
| E.D. Financial Incentive Plan | | | | | | | | | | | | | |
| Demolition Grant | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | \$0.00 |
| Grant-In-Lieu of Taxes | | | | | | | | | | | | | \$0.00 |
| Water & Sewer | | | | | | | | | | | | | |
| Balance Forward | \$ 1,069,244.55 | \$ 399,813.35 | \$ 317,807.26 | \$ 398,666.66 | \$ 328,666.66 | \$ 402,087.96 | \$ 329,088.29 | \$ 423,104.47 | \$ 330,993.07 | | | | |
| W/S Billings/Debits | | 884.99 | 757,250.45 | 1,783.66 | 757,540.70 | 3,616.32 | 804,561.82 | 10,191.61 | 1,132,486.15 | | | | |
| Payments/Credits | (670,249.30) | (84,319.93) | (577,263.21) | (73,475.68) | (684,665.65) | (77,987.19) | (711,331.29) | (104,135.10) | (989,028.66) | | | | |
| Interest Applied | 618.10 | 1,428.85 | 872.16 | 1,463.25 | 566.25 | 1,371.20 | 785.65 | 1,832.09 | 580.92 | | | | |
| Total Amount Owning | \$ 399,813.35 | \$ 317,807.26 | \$ 398,666.66 | \$ 328,437.89 | \$ 402,087.96 | \$ 329,088.29 | \$ 423,104.47 | \$ 330,993.07 | \$ 495,031.48 | \$ - | \$ - | \$ - | \$ 9,718.47 |
| Bi-Monthly Water/Sewer Bills Issued | | | | | | | | | | | | | |
| Final Billings Issued | 3,363 | | 3,355 | 13 | 3,347 | 27 | 3,380 | 29 | 3,393 | | | | 16,838 |
| Late Notices Mailed | | 36 | | 380 | | 527 | | 453 | | | | | 105 |
| Registered Letters | | 433 | | 50 | | 53 | | 61 | | | | | 1,793 |
| Disconnects | | 69 | | 0 | | 0 | | 1 | | | | | 233 |
| Reconnections | | 1 | | 0 | | 0 | | 1 | | | | | 2 |
| | | 1 | | 0 | | 0 | | 1 | | | | | 2 |
| Provincial Offences | | | | | | | | | | | | | |
| Fines Paid | \$ 26,619.00 | \$ 29,341.00 | \$ 53,547.00 | \$ 28,361.00 | \$ 32,417.00 | \$ 35,001.00 | \$ 108,154.00 | | | | | | |
| Outstanding Fines (pre & post transfer) | \$ 1,836,749.00 | \$ 1,851,870.00 | \$ 1,845,680.00 | \$ 1,845,133.00 | \$ 1,859,764.00 | \$ 1,955,777.00 | \$ 1,912,075.00 | | | | | | \$ 313,440.00 |
| IQOR Collections (pretransfer) | \$ 50.00 | \$ - | \$ 50.00 | \$ - | \$ - | \$ - | \$ - | | | | | | |
| IQOR Collections (post-transfer) | \$ 605.65 | \$ 1,774.73 | \$ 300.00 | \$ 200.00 | \$ 935.23 | \$ 270.70 | \$ 370.70 | \$ 413.08 | | | | | \$ 100.00 |
| Total IQOR Collected | \$ 655.65 | \$ 1,774.73 | \$ 350.00 | \$ 200.00 | \$ 935.23 | \$ 270.70 | \$ 370.70 | \$ 413.08 | 0.00 | 0.00 | 0.00 | | \$ 4,870.09 |
| Hours spent on Collections | 40 | 40 | 40 | 40 | 40 | 40 | 40 | | | | | | 280.0 |
| Notice of Default - mailed out | 48 | 45 | 56 | 41 | 62 | 56 | 80 | | | | | | 388 |
| New Charges Filed | 152 | 233 | 255 | 330 | 331 | 312 | 320 | | | | | | 1,933 |
| Court Room Operating Hours | 3 | 1 | 6 | 4 | 4 | 5 | 7 | | | | | | 30.0 |
| Charges Disposed (Before or at Trial) | | | | | | | | | | | | | |
| Failed to Attend - Convicted | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | 0 |
| Plead Guilty | 13 | 27 | 35 | 24 | 32 | 35 | 26 | | | | | | 192 |
| Withdrawn | 3 | 4 | 14 | 3 | 7 | 22 | 6 | | | | | | 59 |
| Quashed | 6 | 0 | 4 | 1 | 2 | 0 | 1 | | | | | | 14 |
| Stayed | 0 | 0 | 0 | 0 | 28 | 0 | 0 | | | | | | 28 |
| Dismissed/Acquitted | 1 | 0 | 0 | 1 | 0 | 0 | 3 | | | | | | 9 |
| Plead Not Guilty - Convicted | 3 | 3 | 2 | 1 | 0 | 2 | 4 | | | | | | 15 |
| Other | 1 | 0 | 1 | 0 | 0 | 1 | 0 | | | | | | 3 |
| Total | 27 | 34 | 60 | 30 | 69 | 60 | 40 | 0 | 0 | 0 | 0 | 0 | 320 |

Town of Fort Frances
General Fund (Operating)
Actuals as at September 30 , 2012

| | Actuals to Date | 2012 Budget | Variance |
|--|------------------------|-----------------------|---------------------|
| CORPORATE | | | |
| 050 Municipal Tax Levy | (10,792,802.48) | (10,792,802.00) | 0.48 |
| 051 Education Tax Levy | (2,028,790.42) | (2,029,218.00) | (427.58) |
| 052 Supp/Omit Municipal Tax Levy | (24,439.16) | - | 24,439.16 |
| 053 Supp/Omit Education Tax Levy | (4,701.85) | - | 4,701.85 |
| 056 W/O Municipal | 65,409.42 | - | (65,409.42) |
| 057 W/O Education | 69,580.58 | - | (69,580.58) |
| 061 OMPF | (2,429,550.00) | (3,239,400.00) | (809,850.00) |
| 062 Payments-in-Lieu | (762,390.09) | (769,786.00) | (7,395.91) |
| 080 Prior Year Surplus | | (82,364.00) | (82,364.00) |
| 110 Mayor & Council | 512,195.23 | 540,310.00 | 28,114.77 |
| 112 Contribution to Reserves & Reserve Funds | | 750,000.00 | 750,000.00 |
| 113 Long Term Debt | 498,996.34 | 819,210.00 | 320,213.66 |
| 115 Election | - | - | - |
| 161 Riverside Health Care/Dr Recruitment | 56,008.80 | 71,500.00 | 15,491.20 |
| 161 Clinic Financing Interest | | 20,000.00 | 20,000.00 |
| 162 RR DSSAB | 1,527,646.27 | 2,082,397.00 | 554,750.73 |
| 163 Rainycrest | 227,354.31 | 303,140.00 | 75,785.69 |
| 164 Northwestern Health Unit | 280,559.69 | 366,240.00 | 85,680.31 |
| 820 Economic Development | 112,409.95 | 182,000.00 | 69,590.05 |
| 830 Solar Panel Project | (18,785.65) | (34,890.00) | (16,104.35) |
| 991 English Public School Board | 1,226,949.68 | 1,635,932.00 | 408,982.32 |
| 992 English Separate School Board | 290,506.28 | 387,342.00 | 96,835.72 |
| 993 French Public School Board | 1,204.67 | 1,606.00 | 401.33 |
| 994 French Separate School Board | 3,253.34 | 4,338.00 | 1,084.66 |
| Total Corporate | (11,189,385.09) | (9,784,445.00) | 1,404,940.09 |
| ADMINISTRATION AND FINANCE | | | |
| 070 Other Unassigned Revenue | (218,661.38) | (339,000.00) | (120,338.62) |
| 120 Administration | 269,404.34 | 377,975.00 | 108,570.66 |
| 121 Admin Vehicle | 2,591.04 | 2,820.00 | 228.96 |
| 122 Municipal Buildings | 46,815.87 | 63,630.00 | 16,814.13 |
| 125 HR Department | 23,860.78 | 41,500.00 | 17,639.22 |
| 130 Clerk | 117,828.92 | 161,830.00 | 44,001.08 |
| 140 Treasury | 295,639.50 | 441,451.00 | 145,811.50 |
| 910 PUC Administration | 57,923.14 | 90,300.00 | 32,376.86 |
| Total Administration and Finance | 595,402.21 | 840,506.00 | 245,103.79 |
| COMMUNITY SERVICES | | | |
| 211 Emergency Services | 688,282.84 | 1,001,922.00 | 313,639.16 |
| 227 Emergency Measures | 88,686.03 | 19,553.00 | (69,133.03) |
| 228 911 Service | 14,462.36 | 17,500.00 | 3,037.64 |
| 231 Police Revenue | (24,716.69) | (25,000.00) | (283.31) |
| 232 Police Services Board | 7,361.36 | 17,380.00 | 10,018.64 |
| 233 Police Administration | 2,019,656.59 | 2,598,509.00 | 578,852.41 |

**Town of Fort Frances
General Fund (Operating)
Actuals as at September 30 , 2012**

| | | Actuals to Date | 2012 Budget | Variance |
|---------------------------------|---------------------------------|---------------------|---------------------|---------------------|
| 622 | Sister Kennedy Centre | 16,962.67 | 30,200.00 | 13,237.33 |
| 641 | Fort Frances Children's Complex | 80,487.48 | 75,530.00 | (4,957.48) |
| 643 | Toy Lending Library/Resource | (2,538.20) | 5,300.00 | 7,838.20 |
| 644 | Day Care Resource Teacher | (2,202.46) | 3,365.00 | 5,567.46 |
| 645 | Best Start Special Needs | 368.87 | 1,030.00 | 661.13 |
| 653 | Handi-Transit System | 41,612.68 | 93,860.00 | 52,247.32 |
| 713 | Townshend Theatre | (6,003.18) | - | 6,003.18 |
| 722 | Recreation Facilities | 358,628.75 | 461,250.00 | 102,621.25 |
| 725 | Recreation Programs | 18,561.84 | 139,330.00 | 120,768.16 |
| 732 | Community Services | 110,948.97 | 148,560.00 | 37,611.03 |
| 740 | Sunny Cove Camp | (5,046.99) | (1,310.00) | 3,736.99 |
| 781 | Fort Frances Public Library | 352,624.91 | 470,340.00 | 117,715.09 |
| 791 | Museum | 107,471.58 | 128,400.00 | 20,928.42 |
| 817 | Waterfront Development/Marina | 46,137.25 | 47,810.00 | 1,672.75 |
| Total Community Services | | 3,911,746.66 | 5,233,529.00 | 1,321,782.34 |

OPERATIONS AND FACILITIES

| | | | | |
|--|------------------------------|---------------------|---------------------|---------------------|
| 310 | PW Administration | 74,610.54 | (992.00) | (75,602.54) |
| 311 | PW Buildings & Yards | 80,589.89 | 120,138.00 | 39,548.11 |
| 313 | Municipal Roads | 797,057.36 | 1,295,367.00 | 498,309.64 |
| 318 | Public Parking Lots | 11,001.91 | 24,085.00 | 13,083.09 |
| 320 | Sidewalks | 122,452.49 | 125,444.00 | 2,991.51 |
| 330 | Private Works Charges | 19,032.42 | 65,226.00 | 46,193.58 |
| 331 | Private Crossing Charges | 14,253.05 | 19,942.00 | 5,688.95 |
| 333 | PW Vehicles | 109,119.22 | 190,255.00 | 81,135.78 |
| 334 | PW Equipment | 166,493.24 | 213,805.00 | 47,311.76 |
| 344 | PW Stores | 58,048.89 | 66,470.00 | 8,421.11 |
| 345 | Traffic Signal Maintenance | 3,952.48 | 10,766.00 | 6,813.52 |
| 346 | Streetlight Maintenance | 55,024.78 | 116,481.00 | 61,456.22 |
| 350 | Garbage Collection | 59,531.95 | 28,320.00 | (31,211.95) |
| 351 | Recycling Services | 119,647.28 | 210,883.00 | 91,235.72 |
| 352 | Sanitary Landfill | (122,497.55) | (133,399.00) | (10,901.45) |
| 360 | Engineering | 40,756.60 | 56,180.00 | 15,423.40 |
| 390 | Airport | 15,006.43 | 95,800.00 | 80,793.57 |
| 391 | Airport Building Maintenance | 23,570.08 | 43,004.00 | 19,433.92 |
| 392 | Aircraft Services | 216.13 | - | (216.13) |
| 393 | Airport Grounds Maintenance | 39,414.79 | 72,316.00 | 32,901.21 |
| 580 | Parks & Cemeteries Admin. | 151,963.87 | 149,814.00 | (2,149.87) |
| 582 | Fort Frances Cemetery | 59,081.01 | 79,203.00 | 20,121.99 |
| 583 | Riverview Cemetery | 120,813.43 | 149,022.00 | 28,208.57 |
| 584 | Point Park | 26,518.14 | 26,215.00 | (303.14) |
| 585 | Parks - Outdoor Facilities | 268,494.19 | 290,683.00 | 22,188.81 |
| 586 | Lions Millennium Park | 4,959.67 | 8,062.00 | 3,102.33 |
| Total Operations and Facilities | | 2,319,112.29 | 3,323,090.00 | 1,003,977.71 |

**Town of Fort Frances
General Fund (Operating)
Actuals as at September 30 , 2012**

| | | Actuals to Date | 2012 Budget | Variance |
|---------------------------------|---|--------------------------|--------------------------|-------------------------|
| PLANNING AND DEVELOPMENT | | | | |
| 150 | Civic Centre | 66,516.40 | 118,990.00 | 52,473.60 |
| 271 | By-Law Enforcement | 87,359.16 | 107,124.00 | 19,764.84 |
| 272 | Animal Shelter | 6,378.22 | 9,096.00 | 2,717.78 |
| 813 | Building Official | 42,742.70 | 57,470.00 | 14,727.30 |
| 815 | Planning & Zoning | 60,844.33 | 94,640.00 | 33,795.67 |
| | Total Planning and Development | 263,840.81 | 387,320.00 | 123,479.19 |
| | Sub-Total General Fund (Operating) | (4,099,283.12) | - | 4,099,283.12 |
| L80 | Surplus from Previous Year | | | - |
| | Deficit/(Surplus) | (4,099,283.12) | - | 4,099,283.12 |
| | | | | |
| | TOTAL REVENUE | (\$19,306,033.04) | (\$21,640,492.00) | (\$2,334,458.96) |
| | TOTAL EXPENSE | \$15,206,749.92 | \$21,640,492.00 | \$6,433,742.08 |
| | | (\$4,099,283.12) | \$0.00 | \$4,099,283.12 |

**Town of Fort Frances
Capital Fund Budget vs Actual
as at September 30, 2012**

| | Actual to Date | 2012 Budget | Variance |
|---|-------------------|--------------|--------------------|
| Corporate Honeywell Project | | | |
| Provincial Funding | 0.00 | 0.00 | - |
| Honeywell Improvement Project | 20,708.20 | 0.00 | (20,708.20) |
| Total Revenue | 0.00 | 0.00 | 0.00 |
| Total Expenditures | 20,708.20 | 0.00 | (20,708.20) |
| TOTAL ADMINISTRATION | 20,708.20 | 0.00 | (20,708.20) |
| Administration | | | |
| C-120-0490-0952 Contribution from Reserve Funds | | (1,500.00) | (1,500.00) |
| C-140-0490-0952 Contribution from Reserve Funds | | (25,000.00) | (25,000.00) |
| C-120-9132-0000 Administration File Cabinets | 3,612.02 | 1,500.00 | (2,112.02) |
| C-140-9109-0000 Computer/Network Upgrades | 9,404.02 | 25,000.00 | 15,595.98 |
| Total Revenue | - | (26,500.00) | (26,500.00) |
| Total Expenditures | 13,016.04 | 26,500.00 | 13,483.96 |
| TOTAL ADMINISTRATION | 13,016.04 | - | (13,016.04) |
| CIVIC CENTRE | | | |
| C-150-0490-0952 Contribution from Reserve Funds | | (250,000.00) | (250,000.00) |
| C-150-9242-0000 OPP/Hall Roof | 274,337.57 | 250,000.00 | (24,337.57) |
| C-150-9255-1110/1111/ Sprinkler System | 2,937.17 | - | (2,937.17) |
| Total Revenue | - | (250,000.00) | (250,000.00) |
| Total Expenditures | 277,274.74 | 250,000.00 | (27,274.74) |
| TOTAL CIVIC CENTRE | 277,274.74 | - | (27,274.74) |
| EMERGENCY SERVICES | | | |
| C-211-0490-0400 Federal Grant | | (40,000.00) | (40,000.00) |
| C-211-0490-0952 Contribution from Reserve Funds | | (57,350.00) | (57,350.00) |
| C-211-9123-1471 GIS | | 1,350.00 | 1,350.00 |
| C-211-9133-0000 Rescue Truck | 433.80 | 90,000.00 | 89,566.20 |
| C-211-9239-1431 Fire Fighting Tools/Equipment | 6,070.00 | 6,000.00 | (70.00) |
| Total Revenue | - | (97,350.00) | (97,350.00) |
| Total Expenditures | 6,503.80 | 97,350.00 | 90,846.20 |
| TOTAL EMERGENCY SERVICES | 6,503.80 | - | (6,503.80) |
| PUBLIC WORKS | | | |
| <u>Transportation</u> | | | |
| C-310-0490-0406 AMO Federal Gas Tax | (248,559.53) | | 248,559.53 |
| C-310-0490-0952/320 Contribution from Reserve Funds | | (261,898.00) | (261,898.00) |
| C-313-0490-0400/C3: Federal Gas Tax Reserve | | (665,007.00) | (665,007.00) |
| C-350-090-0954 Contribution from Revenue Fund (O&F) | | | |
| C-310-1620-5390 Transfer to FGT Reserve Fund | 248,559.53 | | (248,559.53) |
| C-310-9105-1471 Small Equipment Purchases | 1,342.93 | 8,000.00 | 6,657.07 |
| C-313-9110-1523 Upgrades to Portage Pumping Station | 211,560.04 | 266,667.00 | 55,106.96 |
| C-313-9223-1523 Third St E-Mowat to Victoria Roads | 275,475.46 | 333,340.00 | 57,864.54 |
| C-313-9245-1471 Sign Retroreflectometer | 10,888.34 | 13,000.00 | 2,111.66 |

| | Actual to Date | 2012 Budget | Variance |
|---|--|-------------------|---------------------|
| C-313-9246-1523 | Surface Treatment-8th St.-Portage to Christie | 65,000.00 | 65,000.00 |
| C-313-9250-1523 | Asphalt 8th Street - Christie to Victoria | 15,348.13 | (15,348.13) |
| C-320-9223-1523 | Third St E-Portage to Mowat Sidewalks | - | - |
| C-334-9107-1471 | Backhoe/Loader | 73,210.36 | 73,440.00 |
| C-334-9244-1471 | Combination Unit Sander/Plow | 155,000.00 | 155,000.00 |
| C-345-9135-1471 | Pole Replacement | 5,526.40 | 5,000.00 |
| C-350-9224-1523/111 | Lift Weight Scale & Landfill Site Building | 5,000.00 | 5,000.00 |
| C-360-9123-1471 | GIS Equipment & Mapping | 2,458.00 | 2,458.00 |
| C-360-9221-1523 | Engineering-Front St-E of Crowe-S. of Scott St | 7,244.82 | (7,244.82) |
| C-360-9223-1523 | Engineering-Third St E-Portage to Mowat | - | - |
| <u>Airport</u> | | | |
| C-390-0490-0400 | Federal Grant | - | - |
| C-390-0490-0952 | Contribution from Reserve Funds | - | - |
| C-390-9157-1471 | Replace John Deere Pull behind Lawn Mower | - | - |
| <u>Parks</u> | | | |
| C-580-0490-0952/C-580-0430-0632 | Contribution from Reserve Funds | (166,000.00) | (166,000.00) |
| C-580-0430-0632 | Lions Millennium Park- Donations | (24,700.00) | 24,700.00 |
| C-580-9105-1471 | Small Equipment Replacement | 3,723.39 | 5,000.00 |
| C-580-9109-1471 | Hand Held Portable PC | 1,000.00 | 1,000.00 |
| C-580-9133-1471 | Replace 1988 Crew Cab Truck | 27,988.01 | 37,000.00 |
| C-580-9157-1471 | Replace Riding Tractors | 5,902.09 | 6,000.00 |
| C-580-9240-1471 | Sweeper Attachment | 5,705.61 | 7,000.00 |
| C-583-9127-1471 | Riverview Cemetery Office Building Renovation | 38,858.26 | 80,000.00 |
| C-583-9620-1471 | Repair Foundation of Columbarium at RV | 23,000.00 | 25,000.00 |
| C-585-9108-1471 | Dock Repairs | 5,000.00 | 5,000.00 |
| C-586-9232-1523 | Lions Park Contracted Works | 26,339.61 | (26,339.61) |
| C-586-1620-5390 | Transfer to Reserve Fund | - | - |
| | Total Revenue | (273,259.53) | (1,092,905.00) |
| | Total Expenditures | 980,672.98 | 1,092,905.00 |
| | TOTAL PUBLIC WORKS | 707,413.45 | (707,413.45) |
| <u>FORT FRANCES CHILDREN'S COMPLEX</u> | | | |
| C-641-0490-0412 | Provincial Grant | (25,000.00) | (25,000.00) |
| C-641-0490-0436 | Health & Safety Grant (DSSAB) | (18,296.37) | (10,000.00) |
| C-641-0490-0952 | Contribution from Reserve Funds | - | - |
| C-641-9105-0000 | Small Capital Purchases | - | - |
| C-641-9106-0000 | Health & Safety | 17,920.34 | 10,000.00 |
| C-641-9108-0000 | Repairs | 664.03 | (664.03) |
| C-641-9253-0000 | Infant Care Feasibility Study | 25,000.00 | 25,000.00 |
| | Total Revenue | (18,296.37) | (35,000.00) |
| | Total Expenditures | 18,584.37 | 35,000.00 |
| | TOTAL FFCC | 288.00 | (288.00) |

| | | Actual to Date | 2012 Budget | Variance |
|--------------------|-------------------------------------|-------------------|--------------|--------------------|
| | SISTER KENNEDY CENTRE | | | |
| C-622-0490-0448 | Provincial Grant | (9,600.00) | (10,000.00) | (400.00) |
| C-622-0490-0952 | Contribution from Reserve Funds | | | - |
| C-622-9105-0000 | Small Capital Purchases | | | - |
| C-622-9108-1523 | Centre Upgrades | 2,777.04 | 10,000.00 | 7,222.96 |
| | Total Revenue | (9,600.00) | (10,000.00) | (400.00) |
| | Total Expenditures | 2,777.04 | 10,000.00 | 7,222.96 |
| | TOTAL SKC | (6,822.96) | - | 6,822.96 |
| | HANDI-VAN | | | |
| C-653-0490-0952 | Contribution from Reserve Funds | | (75,000.00) | (75,000.00) |
| C-653-9133-0000 | Handicapped Van Replacement | 68,199.61 | 75,000.00 | 6,800.39 |
| | Total Revenue | - | (75,000.00) | (75,000.00) |
| | Total Expenditures | 68,199.61 | 75,000.00 | 6,800.39 |
| | TOTAL HANDI-VAN | 68,199.61 | - | (68,199.61) |
| | TOWNSHEND THEATRE | | | |
| C-713-0490-0952 | Contribution from Reserve Funds | | (30,000.00) | (30,000.00) |
| C-713-9208-0000 | Theatre Painting | | 10,000.00 | 10,000.00 |
| C-713-9219-0000 | Theatre Stage Replacement | 19,013.00 | 20,000.00 | 987.00 |
| | Total Revenue | - | (30,000.00) | (30,000.00) |
| | Total Expenditures | 19,013.00 | 30,000.00 | 10,987.00 |
| | TOTAL HANDI-VAN | 19,013.00 | - | (19,013.00) |
| | <u>MSC/Recreation</u> | | | |
| C-722-0490-0400 | Federal Grant | | (42,860.00) | (42,860.00) |
| C-722-0490-0952/C7 | Contribution from Reserve Funds | | (42,790.00) | (42,790.00) |
| C-740-0430-0632 | Donations | | | - |
| C-740-0490-0412 | Provincial Grant | | (65,000.00) | (65,000.00) |
| C-740-0490-0437 | Kiwanis Club Grant | | | - |
| C-740-0490-0952 | Contribution from Reserve Funds | | | - |
| C-722-9131-0000 | East End Hall Accessibility Project | | 57,150.00 | 57,150.00 |
| C-722-9132-0000 | Auditorium Tables & Chairs | | 2,500.00 | 2,500.00 |
| C-722-9187-0000 | Arena Chiller | 10,457.00 | - | (10,457.00) |
| C-722-9248-1523 | Flooring/Locker Replacement | 31,408.39 | 25,000.00 | (6,408.39) |
| C-740-9105-0000 | Sunny Cove Camp Small Equipment | | | - |
| C-740-9108-1523 | Sunny Cove Camp Repairs | | 65,000.00 | 65,000.00 |
| C-817-9249-0000 | Marina Cash Register | | 1,000.00 | 1,000.00 |
| | Total Revenue | - | (150,650.00) | (150,650.00) |
| | Total Expenditures | 41,865.39 | 150,650.00 | 108,784.61 |
| | TOTAL MSC | 41,865.39 | - | (41,865.39) |

| | Actual to Date | 2012 Budget | Variance |
|---|-------------------|--------------|---------------------|
| LIBRARY | | | |
| C-781-0490-0400 Federal Grant (CAPP) | (3,757.00) | | 3,757.00 |
| C-781-0490-0632 Donations | (3,000.00) | - | 3,000.00 |
| C-781-0490-0952 Contribution from Reserve Funds | | | - |
| C-781-9109-0000 Computer Equipment | 1,885.83 | - | (1,885.83) |
| C-781-9132-0000 Office Furniture | 2,655.54 | - | (2,655.54) |
| C-781-9165-1471 New Library-Materials | | | - |
| C-781-9165-1527 New Library-Contracted Services | | | - |
| Total Revenue | (6,757.00) | - | 6,757.00 |
| Total Expenditures | 4,541.37 | - | (4,541.37) |
| TOTAL LIBRARY | (2,215.63) | - | 2,215.63 |
| MUSEUM | | | |
| C-791-0490-0400 Federal Grant | (1,000.00) | | 1,000.00 |
| C-791-0490-0412 Provincial Grant | | | - |
| C-791-0490-0632 Donations | (1,485.00) | | 1,485.00 |
| C-791-0490-0952 Contribution from Reserve Funds | | (10,000.00) | (10,000.00) |
| C-791-9241-0000 Conservation Expense | 1,000.00 | | (1,000.00) |
| C-791-9251-0000 Electronic Storage for Museum Collection | | 10,000.00 | 10,000.00 |
| Total Revenue | (2,485.00) | (10,000.00) | (7,515.00) |
| Total Expenditures | 1,000.00 | 10,000.00 | 9,000.00 |
| TOTAL MUSEUM | (1,485.00) | - | 1,485.00 |
| PLANNING & DEVELOPMENT | | | |
| C-271-0490-0952/C-815-9123-1471 Contribution from Reserve Funds | | (14,203.00) | (14,203.00) |
| C-815-9123-1471 GIS Expense | | 2,203.00 | 2,203.00 |
| C-271-9243-1110/1111/ Parking Lot Machine | 9,177.13 | 12,000.00 | 2,822.87 |
| Total Revenue | - | (14,203.00) | (14,203.00) |
| Total Expenditures | 9,177.13 | 14,203.00 | 5,025.87 |
| TOTAL PLANNING & DEVELOPMENT | 9,177.13 | - | (9,177.13) |
| SOLAR PANEL PROJECT | | | |
| C-830-0490-0952 Contribution from Reserve Funds | | | - |
| C-830-9225-1523 Contacted Works | | | - |
| Total Revenue | - | - | - |
| Total Expenditures | - | - | - |
| TOTAL SOLAR PANEL PROJECT | - | - | - |
| SANITARY SEWER | | | |
| C-410-0490-0952 Contribution from Reserve Funds | | (281,083.00) | (281,083.00) |
| C-410-0490-0954 Contribution from Revenue Funds | | (453,766.00) | (453,766.00) |
| C-410-9105-1471 Sanitary Sewer Small Tools | 255.29 | 10,000.00 | 9,744.71 |
| C-410-9123-1471 GIS Equipment & Mapping | | 2,458.00 | 2,458.00 |
| C-410-9138-1523 Sanitary Manholes | | 50,000.00 | 50,000.00 |
| C-410-9144-1523 Upgrades to Portage Ave Storm Sewer | 105,549.19 | 133,334.00 | 27,784.81 |
| C-410-9179-1523 Infiltration & Inflow Study | 61,118.22 | 100,000.00 | 38,881.78 |
| C-410-9223-1523 Third St E-Mowat to Victoria | 330,229.72 | 439,057.00 | 108,827.28 |
| C-410-9238-1523 Geo/Engineering Contracted Works | 3,298.42 | | (3,298.42) |
| Total Revenue | - | (734,849.00) | (734,849.00) |
| Total Expenditures | 500,450.84 | 734,849.00 | 234,398.16 |
| TOTAL SANITARY SEWER | 500,450.84 | - | (500,450.84) |

| | Actual to Date | 2012 Budget | Variance |
|----------------------------------|--|-----------------------|-----------------------|
| SEWAGE TREATMENT PLANT | | | |
| C-413-0490-0954 | Contribution from Revenue Fund | (183,000.00) | (183,000.00) |
| C-413-9103-1471 | STP Pump Replacement - Materials | | - |
| C-413-9105-1471 | Small Miscellaneous Capital | 32,071.18 | 150,928.82 |
| C-413-9105-1523 | Small Miscellaneous Capital - Contracted Works | 463.28 | (463.28) |
| C-413-9178-1471 | Collector Chain Replacement | | - |
| | Total Revenue | - | (183,000.00) |
| | Total Expenditures | 32,534.46 | 150,465.54 |
| | TOTAL STP | 32,534.46 | (32,534.46) |
| WATERWORKS ADMINISTRATION | | | |
| C-961-0490-0589 | Expense Recovery | | - |
| C-961-0490-0952 | Contribution from Reserve Fund | (766,685.00) | (766,685.00) |
| C-961-0490-0954 | Contribution from Revenue Fund | (753,540.00) | (753,540.00) |
| C-961-9105-1471 | Miscellaneous Tools/Equipment | 1,453.48 | 8,546.52 |
| C-961-9123-1471 | GIS Equipment & Mapping | | 4,915.00 |
| C-961-9137-1523 | Replace Mainline Water Valves/Hydrants | 21,128.72 | 78,871.28 |
| C-961-9167-1523 | Water Tower Rehab | (819.97) | 819.97 |
| C-961-9223-1523 | Third St. E.-Mowat to Victoria | 357,054.61 | 77,425.39 |
| C-961-9226-1523 | East of Butler Ave-Church St to Front St | 42,497.19 | 10,907.81 |
| C-961-9234-1523 | Sixth St E-Portage Ave to McKenzie Ave | | - |
| C-961-9236-1523 | 8th St -York to East - Contracted Works | | - |
| C-961-9238-1523 | Geo/Engineering Contracted Works | 16,128.76 | (16,128.76) |
| C-961-9247-1523 | King's Hwy-Pit Rd #1 to 185m E. of Daniel | 294,571.79 | 622,853.21 |
| | Total Revenue | - | (1,520,225.00) |
| | Total Expenditures | 732,014.58 | 788,210.42 |
| | TOTAL WATERWORKS ADMIN | 732,014.58 | (732,014.58) |
| WATER TREATMENT PLANT | | | |
| C-965-0490-0954 | Contribution from Revenue Fund | (242,000.00) | (242,000.00) |
| C-965-9105-1471 | Misc. Small Capital | 17,281.59 | (2,281.59) |
| C-965-9152-1471 | Replace In-Plant Potable Water Lines | 13,173.67 | 63,826.33 |
| C-965-9225-1523 | Solar Equipment Installation - WTP Roof Top | | - |
| C-965-9252-1523 | Replace WTP Boiler w/2 High Efficiency Boilers | 90,000.00 | 90,000.00 |
| C-965-9254-1523 | Install VFD Elec Motors for High Lift Pumps | 60,000.00 | 60,000.00 |
| | Total Revenue | - | (242,000.00) |
| | Total Expenditures | 30,455.26 | 211,544.74 |
| | TOTAL WTP | 30,455.26 | (30,455.26) |
| TOTAL REVENUE | (310,397.90) | (4,471,682.00) | (4,161,284.10) |
| TOTAL EXPENDITURES | 2,758,788.81 | 4,471,682.00 | 1,712,893.19 |
| TOTAL CAPITAL | 2,448,390.91 | - | (2,448,390.91) |

Water and Sewer Fund (Operating)
Actuals to September 30, 2012

| WATER | | Actuals to Date | 2012 Budget | Variance |
|--------------|---------------------------------------|------------------------|--------------------|-------------------|
| 961 | Waterworks Administration | -1,294,426.25 | -657,862.00 | 636,564.25 |
| 965 | Water Treatment Plant | 328,733.50 | 540,025.00 | 211,291.50 |
| 966 | Water Storage Facility | 101,436.40 | 117,837.00 | 16,400.60 |
| | | -864,256.35 | 0.00 | 864,256.35 |
| L80 | Surplus from Previous Year Before TCA | 0.00 | 0.00 | 0.00 |
| | | -864,256.35 | 0.00 | 864,256.35 |

| SEWER | | Actual to Date | 2012 Budget | Variance |
|--------------|---------------------------------------|-----------------------|--------------------|-------------------|
| 410 | Sanitary Sewer Administration | -1,058,320.46 | -706,223.00 | 352,097.46 |
| 413 | Sewage Treatment Plant | 472,360.98 | 706,223.00 | 233,862.02 |
| | | -585,959.48 | 0.00 | 585,959.48 |
| L80 | Surplus from Previous Year Before TCA | 0.00 | 0.00 | 0.00 |
| | | -585,959.48 | 0.00 | 585,959.48 |



AMENDED

ASSESSMENT REVIEW BOARD NOTICE OF HEARING / HRNG LIST

Region No: Kenora Rainy River Thunder Bay (32)
County: District Of Rainy River (59)
Mun: Fort Frances Town (12)

Hearing Type: Tele-Conference
Hearing Location: Vice-Chair Robert Butterworth

Hearing No: 527680

Hearing Date: December 10, 2012
Notices Issued: October 04, 2012
Hearing Length: 1 hour(s)
Time: 09:30 AM
Eastern Standard Time

Telephone Directions: No earlier than five minutes prior to the indicated start time parties must dial one of the following telephone numbers: From Toronto: 416-212-8012 From outside Toronto: 1-866-633-0848
After hearing the conference greeting enter the code: 9814805# Your call will be connected to all other participants. Please remain on the line until the Presiding Member calls the hearing to order.
If experiencing technical difficulties, press * 0 to access the I-Serve operator for assistance.
Note that for a Telephone Conference Call event the Board will proceed 10 minutes after the start time indicated if the parties have not yet appeared. Cellular telephones cannot be used for participating in conference calls.

| Appellant / Representative | Assessed Person | French | Property Location | Prop. Code | Sect. No. | Tax Date | Assmt Value | NBHD | Roll Number | Appeal. No. | Disp. |
|--|--------------------------|--------|-------------------------------|------------|-----------|--------------|-------------|------|---------------------------------|-------------|-------------|
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABIBOW CANADA INC | | ALB TOWN PLOT PT LOTS 1 53 | 511 | 40 | Jan 01, 2012 | 28095000 | 510 | 5912 - 010 - 001 - 10700 - 0000 | 2923436 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | | ALB TOWN PLOT PT LOTS 1 53 | 511 | 40 | Jan 01, 2011 | 28260000 | 510 | 5912 - 010 - 001 - 10700 - 0000 | 2695824 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | | ALB TOWN PLOT PT LOTS 1 53 | 511 | 40 | Jan 01, 2010 | 28300000 | 511 | 5912 - 010 - 001 - 10700 - 0000 | 2349109 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | | ALB TOWN PLOT PT LOTS 1 53 | 511 | 40 | Jan 01, 2009 | 28017000 | 511 | 5912 - 010 - 001 - 10700 - 0000 | 2019868 | Deemed: No |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABIBOW CANADA INC | | CHIP DUMP SITE | 511 | 40 | Jan 01, 2012 | 147000 | 510 | 5912 - 010 - 006 - 12000 - 0000 | 2923485 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | | CHIP DUMP SITE | 511 | 40 | Jan 01, 2011 | 147000 | 510 | 5912 - 010 - 006 - 12000 - 0000 | 2695944 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | | CHIP DUMP SITE | 511 | 40 | Jan 01, 2010 | 147000 | 511 | 5912 - 010 - 006 - 12000 - 0000 | 2348936 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | | CHIP DUMP SITE | 511 | 40 | Jan 01, 2009 | 147000 | 511 | 5912 - 010 - 006 - 12000 - 0000 | 2318426 | Deemed: No |
| | | | | | | | | | | | App: No |

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ASSESSMENT REVIEW BOARD NOTICE OF HEARING / HRNG LIST

Region No: Kenora Rainy River Thunder Bay (32) Hearing Type: Tele-Conference Hearing No: 527680 Hearing Date: December 10, 2012 Time: 09:30 AM
County: District Of Rainy River (59) Hearing Location: Vice-Chair Robert Butterworth Notices Issued: October 04, 2012 Eastern Standard Time
Mun: Fort Frances Town (12) Hearing Length: 1 hour(s)

Telephone Directions: No earlier than five minutes prior to the indicated start time parties must dial one of the following telephone numbers: From Toronto: 416-212-8012 From outside Toronto: 1-866-633-0848
After hearing the conference greeting enter the code: 9814805# Your call will be connected to all other participants. Please remain on the line until the Presiding Member calls the hearing to order.
If experiencing technical difficulties, press * 0 to access the I-Serve operator for assistance.
Note that for a Telephone Conference Call event the Board will proceed 10 minutes after the start time indicated if the parties have not yet appeared. Cellular telephones cannot be used for participating in conference calls.

| Appellant / Representative | Assessed Person | French | Property Location | Prop. Code | Sect. No. | Tax Date | Assmt Value | NBHD | Roll Number | Appeal. No. | Disp. |
|--|--------------------------|---------------------|-------------------|------------|--------------|----------|-------------|---------------------------------|-------------|-------------|-------|
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABIBOW CANADA INC | 1229 CORNWALL AVE N | 511 | 40 | Jan 01, 2012 | 680000 | 510 | 5912 - 010 - 007 - 16900 - 0000 | 2923467 | Deemed: Yes | |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | EIGHTH ST W | 511 | 40 | Jan 01, 2011 | 680000 | 510 | 5912 - 010 - 007 - 16900 - 0000 | 2695983 | Deemed: Yes | |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | EIGHTH ST W | 511 | 40 | Jan 01, 2010 | 680000 | 511 | 5912 - 010 - 007 - 16900 - 0000 | 2349008 | Deemed: Yes | |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | EIGHTH ST W | 511 | 40 | Jan 01, 2009 | 680000 | 511 | 5912 - 010 - 007 - 16900 - 0000 | 2318427 | Deemed: No | |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABIBOW CANADA INC | 210 NELSON ST | 511 | 40 | Jan 01, 2012 | 51000 | 510 | 5912 - 020 - 007 - 00800 - 0000 | 2923532 | Deemed: Yes | |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | 210 NELSON ST | 511 | 40 | Jan 01, 2011 | 51000 | 510 | 5912 - 020 - 007 - 00800 - 0000 | 2695984 | Deemed: Yes | |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | 210 NELSON ST | 511 | 40 | Jan 01, 2010 | 51000 | 511 | 5912 - 020 - 007 - 00800 - 0000 | 2348987 | Deemed: Yes | |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | 210 NELSON ST | 511 | 40 | Jan 01, 2009 | 51000 | 511 | 5912 - 020 - 007 - 00800 - 0000 | 2318425 | Deemed: No | |

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ASSESSMENT REVIEW BOARD NOTICE OF HEARING / HRNG LIST

Region No: Kenora Rainy River Thunder Bay (32)
County: District Of Rainy River (59)
Mun: Fort Frances Town (12)

Hearing Type: Tele-Conference
Hearing Location: Vice-Chair Robert Butlerworth
Hearing No: 527680
Hearing Date: December 10, 2012
Notices Issued: October 04, 2012
Hearing Length: 1 hour(s)
Time: 09:30 AM
Eastern Standard Time

Telephone Directions: No earlier than five minutes prior to the indicated start time parties must dial one of the following telephone numbers: From Toronto: 416-212-8012 From outside Toronto: 1-866-633-0848
After hearing the conference greeting enter the code: 9814805# Your call will be connected to all other participants. Please remain on the line until the Presiding Member calls the hearing to order.
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| Appellant / Representative | Assessed Person | French | Property Location | Prop. Code | Sect. No. | Tax Date | Assmt Value | NBHD | Roll Number | Appeal. No. | Disp. |
|--|--------------------------|--------|-------------------|------------|-----------|--------------|-------------|------|---------------------------------|-------------|-------------|
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABIBOW CANADA INC | 112 | SECOND ST E | 511 | 40 | Jan 01, 2012 | 397000 | 510 | 5912 - 020 - 008 - 01600 - 0000 | 2923393 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | 112 | SECOND ST E | 511 | 40 | Jan 01, 2011 | 397000 | 510 | 5912 - 020 - 008 - 01600 - 0000 | 2695962 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | 112 | SECOND ST E | 511 | 40 | Jan 01, 2010 | 397000 | 511 | 5912 - 020 - 008 - 01600 - 0000 | 2348960 | Deemed: Yes |
| A: ABITIBI CONSOLIDATED INC. R: RYAN ULC ATTN BRENDAN F MOORE | ABITIBI-CONSOLIDATED INC | 112 | SECOND ST E | 511 | 40 | Jan 01, 2009 | 397000 | 511 | 5912 - 020 - 008 - 01600 - 0000 | 2318424 | Deemed: No |

THIS NOTICE OF HEARING IS MADE PURSUANT TO THE SECTION NUMBER REFERRED TO ABOVE FROM THE ASSESSMENT ACT, R.S.O. 1990, C. A. 31 AND/OR THE MUNICIPAL ACT, 2001, S.O. 2001, C.25, AND/OR THE MUNICIPAL ACT, R.S.O. 1990, C. M. 45, AND/OR THE CITY OF TORONTO ACT, 2006, S.O. 2006, C.11, SCHED. A AND/OR THE PROVINCIAL LAND TAX ACT, 2006, S.O. 2006, C. 33, SCHED. Z.2.
SECTION 40 OF THE ASSESSMENT ACT PROVIDES THAT UNDER CERTAIN CIRCUMSTANCES, THE APPELLANT SHALL BE DEEMED TO HAVE MADE THE SAME APPEAL FOR SUBSEQUENT ASSESSMENTS. THIS HEARING MAY INCLUDE DEEMED APPEALS.
IF YOU DO NOT PARTICIPATE AND ARE NOT REPRESENTED AT THE START OF THE HEARING (09:30 a.), THE BOARD MAY PROCEED IN YOUR ABSENCE AND MAY DISMISS YOUR APPEAL AND YOU WILL NOT BE ENTITLED TO ANY FURTHER NOTICE OF THE PROCEEDINGS.

WE ARE COMMITTED TO PROVIDING SERVICES AS SET OUT IN THE ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005. IF YOU HAVE ANY ACCESSIBILITY NEEDS, PLEASE CONTACT OUR ACCESSIBILITY COORDINATOR AS SOON AS POSSIBLE.

MAILING ADDRESS: REGISTRAR, ASSESSMENT REVIEW BOARD
655 BAY STREET, SUITE 1500, TORONTO, ON M5G 1E5
AUTOMATED INFORMATION LINE: (416) 212-6349 OR 1-866-448-2248 FAX NUMBER: (416) 314-3717

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