

# TOWN OF FORT FRANCES

## AGENDA - June 24, 2013

### COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre  
(Session No. 103) 5:30 p.m. to 6:47 p.m.

Page

#### **1. Call to Order**

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

#### **3. Disclosure of pecuniary interest and the general nature thereof.**

#### **4. In-Camera: 5:32 p.m. to 6:20 p.m.**

- 4.1 Multiplicities of Litigation (W. Derksen, Town solicitor will be in attendance).
- 4.2 Human Rights Tribunal Update.
- 4.3 Summary of Insurance Claims in 2013.
- 4.4 Non-agenda items

#### **5. Public Session Resumes in Council Chambers: 6:25 p.m.**

#### **6. Consent Agenda: 6:27 p.m. to 6:34 p.m.**

- 6.1 Traffic Control By-Law Amendments for Kiss N Ride Programs. 3 - 28
- 6.2 Nuisance By-Law Request. 29 - 55
- 6.3 Designate a Loading/Unloading Zone in front of 308 Butler Avenue. 56 - 59
- 6.4 Watten Volunteer Fire Department Donation Request. 60 - 62
- 6.5 Boundary Waters Dragon Board Club/Festival 63 - 67
- 6.6 May 2013 Drinking Water Systems Monthly Summary Report 68 - 75
- 6.7 Request for Water Supply for 35 Oakwood road - Township of Alberton 76 - 78

#### **7. Administration and Finance Division: 6:34 p.m. to 6:35 p.m.**

- 7.1 Mayor Roy Avis - Minister of Finance Meeting re: Assessment Working Group Travel & Per Diem Claims. 79 - 87

**8. Operations and Facilities Division: 6:35 p.m. to 6:40 p.m.**

8.1 Update on Capital Projects

**9. Information:**

9.1	Administration and Finance Department Stats for the period ending May 31, 2013.	88 - 89
9.2	Town of Fort Frances General Fund (Operating) and Water and Sewer Fund (Operating) - Actuals to May 31 2013.	90 - 93
9.3	Town of Fort Frances Capital Fund Budget vs Actual as at May 31, 2013.	94 - 97
9.4	April 2013 Waste Disposal Site Monthly Inspection Form.	98 - 99
9.5	April 2013 Operations and Facilities Division - Operations Statistics - Environmental Area.	100 - 102
9.6	2013 Operations and Facilities Division Capital Program as of May 31, 2013.	103 - 104
9.7	2013 Sewer and Water data updated June 1, 2013.	105
9.8	Aircraft Landings and Fuel Sales Statistics as of May 31, 2013.	106 - 107

**10. Non-agenda items: 6:41 p.m**



Report To: Mayor and Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Traffic Control By-Law Amendments for Kiss N Ride Programs.

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Council will recall at their meeting held May 13, 2013 that a request from The Rainy River District School Board for Traffic Control By-Law Amendments was referred to the Planning & Development Executive Committee with input from Operations & Facilities for recommendation.

The Planning & Executive Committee at their meeting May 21, 2013 requested that the Traffic Safety Committee attend Council to present the Kiss and Ride Program.

On June 10, 2013, Mr. Travis Enge presented an overview of what the Kiss and Ride Program will entail. Council approved the attached resolution dated June 11, 2013.

The Planning & Development Executive Committee at their meeting June 17, 2013, recommended that Council approve the Kiss and Ride Program as presented. Attached are copies of the presentation by Mr. Enge. Council directed that the no parking/no stopping provisions to be implemented are to be enforced only during the specified times during the school year. The presentation did not identify this, but the appropriate by-law amendments will reflect this.

In addition this department requests that the "Modified Calendar Parking" be removed on Fourth Street West from Cornwall Avenue to York Avenue (In front of CN Station). Thereby, reverting parking back to Calendar Parking at all times. This amendment is housekeeping only.

Respectfully submitted

Patrick Briere  
By-Law Enforcement Officer

**Council approval of this report will:** a) Direct that By-Law 10/03 be amended to reflect the proposed Traffic Amendments to accommodate the Kiss N Ride Infrastructure as per the presentation on June 10, 2013. b) Direct that Modified Calendar Parking on Fourth Street West from Cornwall Avenue to York Avenue be removed.



Administration & Finance Division  
Civic Centre

Operations & Facilities Division  
Fifth Street & Wright Avenue  
Phone: 807-274-9893  
Fax: 807-274-7360

Civic Centre  
320 Portage Avenue  
Phone: 807-274-5323  
Fax: 807-274-8479  
email: town@fort-frances.com



PDEC 6(4) AGENDA ITEM #6.1  
Planning & Development Division  
Civic Centre

Community Services Division  
740 Scott Street P9A 1H8  
Phone: 807-274-4561

Mailing Address:  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

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June 11, 2013

Rainy River District School Board  
Mr. Travis Enge  
522 Second Street East,  
Fort Frances, Ontario P9A 1N4

Dear Mr. Enge:

At the recent meeting of Council held on Monday, June 10, 2013, the following resolution was approved:

"THAT the presentation from the Fort Frances Traffic Safety Group re: Kiss 'N Ride Safety Program be received,  
THAT council declare its support in principle for the Kiss 'N Ride Safety Program as presented, and  
FURTHER THAT the matter of traffic control and other issues associated with the Kiss 'N Ride Safety Program be referred to the Planning and Development Executive Committee for review and recommendation."

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to Ms. Faye Platt, Secretary, Planning and Development Executive Committee or Mr. Mark McCaig, CAO at 274-5323.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

G.W. Treflin, AMCT, Clerk  
GWT/dma

C.C. Faye Platt, Secretary, Planning and Development Executive Committee  
Doug Brown, Manager, Operations and Facilities  
Milt Strachan, Transportation Superintendent  
Patrick Briere, Bylaw Enforcement

MTOFF Council Correspondence/Kiss N Ride -T. Enge.doc



# Traffic Safety Committee Presentation

Town of Fort Frances Council Meeting

10 June 2013



# Traffic Safety Committee History

- Formed several years ago to work on traffic safety issues surrounding our schools.
- In the past, TOFF, Active Transportation, OPP, NWCSB, RDSB, Principals, worked independently on traffic problems.
- Traffic Safety Committee was formed to address the problem as a collaborative group.
- Investigation, consultation and planning led us to a proposed solution.
- The entire Traffic Safety Committee agreed to the proposal on March 22, 2013.
- A request to council was submitted to consider the parking bylaw changes.
- In turn, council requested that the Traffic Safety Committee make a presentation to council on the matter.
- The outcome of the above effort is being presented here.



# Traffic Safety Committee Mandate

## The Problem

- Converging on our schools in the morning and afternoon:
  - Passenger Vehicles
  - Buses
  - Pedestrians

## Solution

- Separate the traffic flow of buses and vehicles to reduce congestion.
- Organize the passenger vehicles into a drive through system to drop off students. Kiss 'N Ride Program.
- Make changes to parking bylaws in order to support this and create safe corridors for pedestrians.



# Traffic Safety Committee

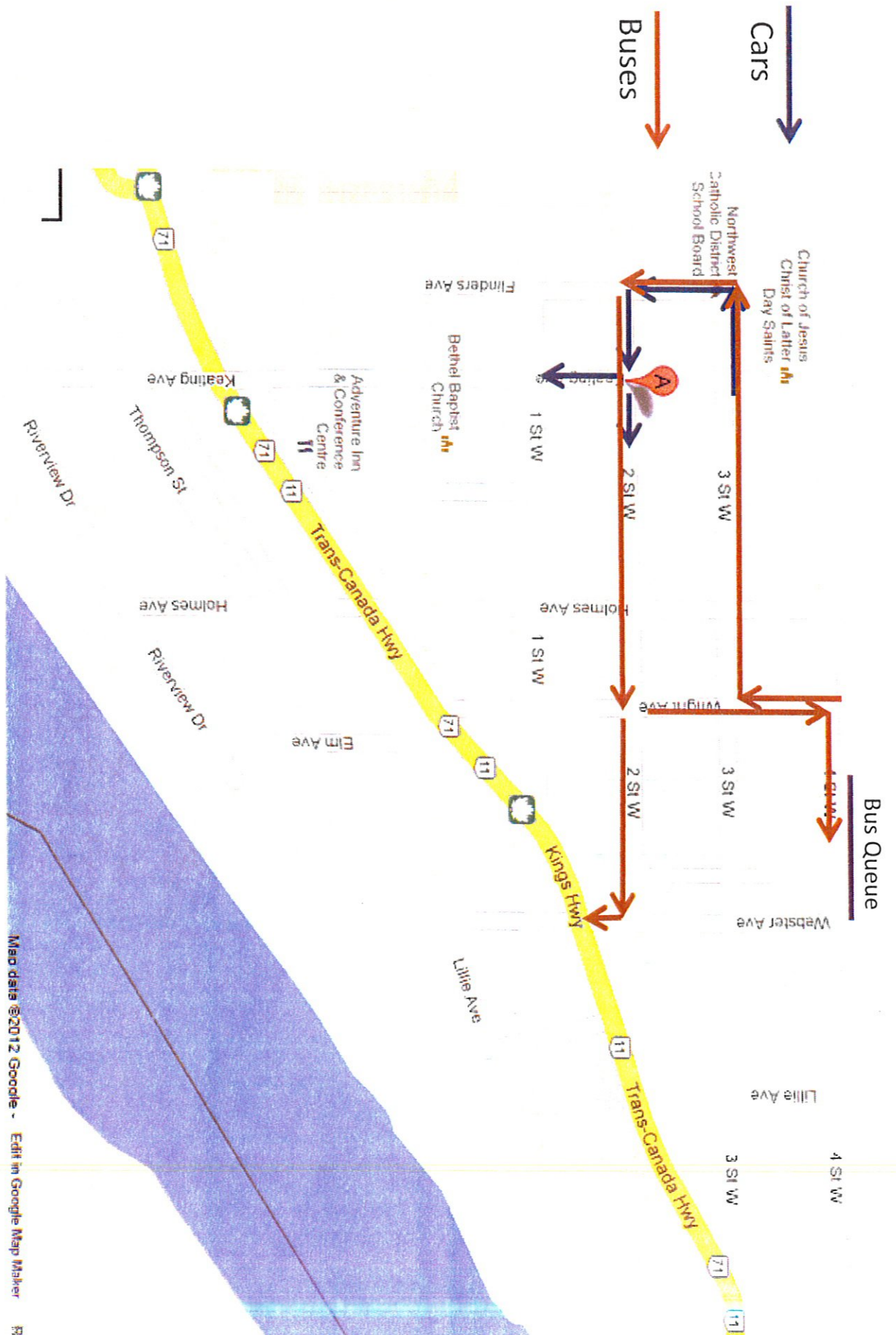
## Traffic Flow

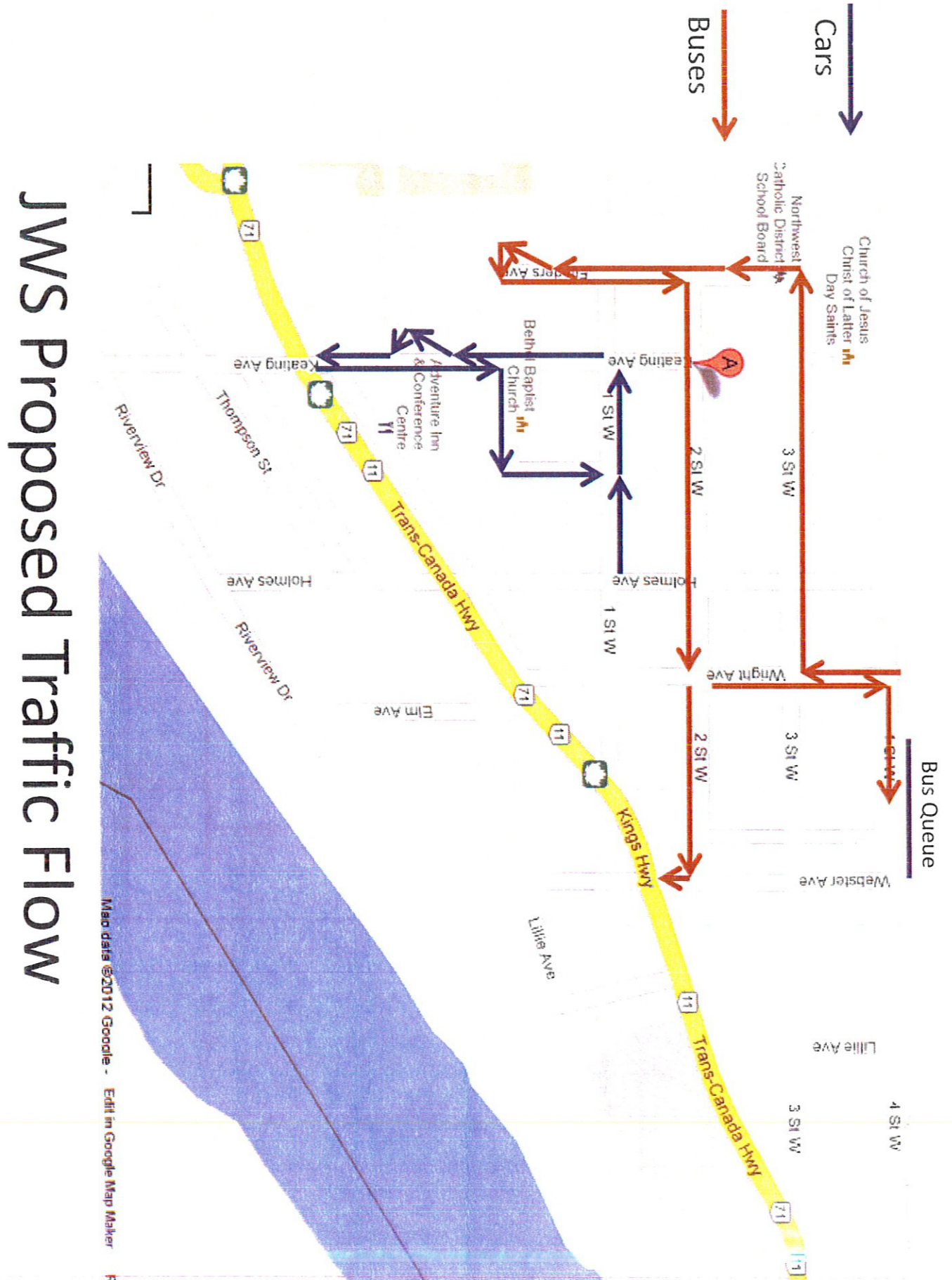
### Development

- Collaborative effort between OPP, Bylaw, Transportation Manager, Busing Companies, Ministry of Transportation.
- Small subcommittee consisting of 2 contractors, 4 bus drivers, bylaw officer, manager of transportation, transportation officer, OPP officer.
- The group drove a bus through all the areas in the winter with high snow banks.
- Developed following traffic flow plan.
- Made recommendations to the parking bylaw changes.

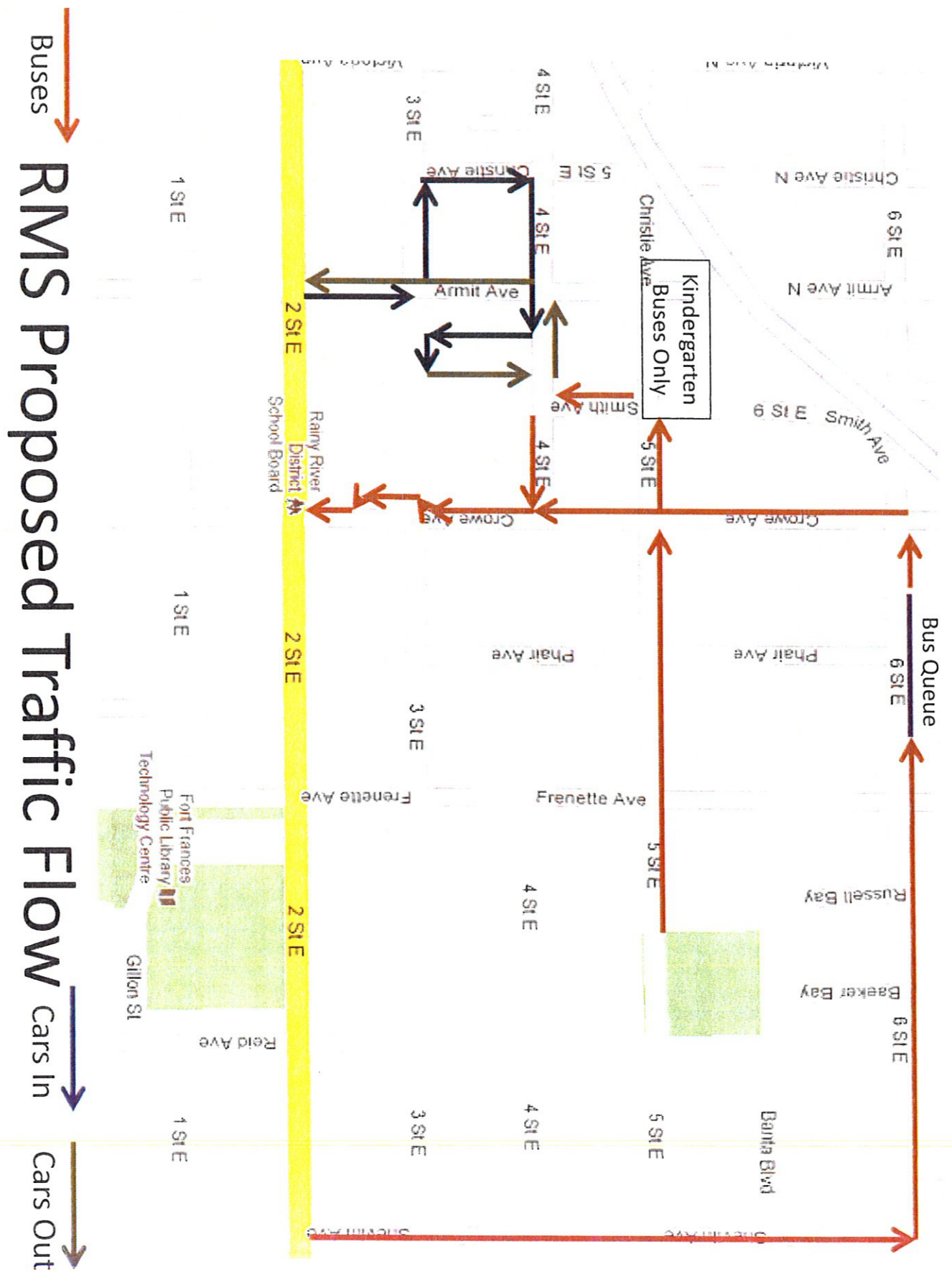


# STF Proposed Traffic Flow





# JWS Proposed Traffic Flow





# Traffic Safety Committee

## Kiss & Ride

### Kiss 'N Ride

- Tom Marinis Regional Planner Ministry of Transportation.
- Developed in Thunder Bay.
- 6 programs has been successfully implemented.
- Organizes the vehicle traffic.
- Works in the same manner as a drive thru window.
- Like any change, there were difficulties at first until buy in.
- Video - SaintBernard School.
- Key is communication. Ministry of Transportation has offered support. Media, newsletters, etc.



# St. Francis/J. W. Walker School Area

NEW/REVISED TRAFFIC  
CONTROL FEATURES



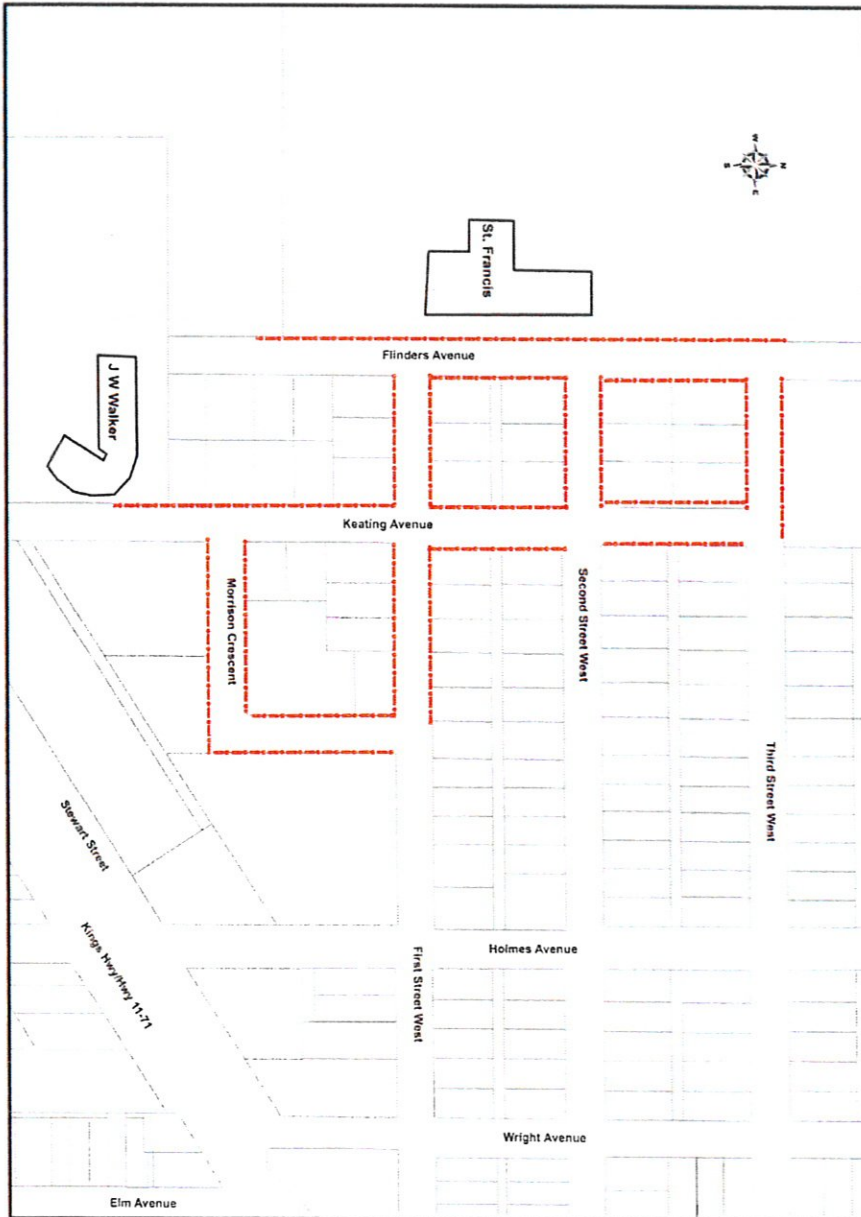
# New Stop Sign

NEW STOP SIGN



# No Parking/No Stopping

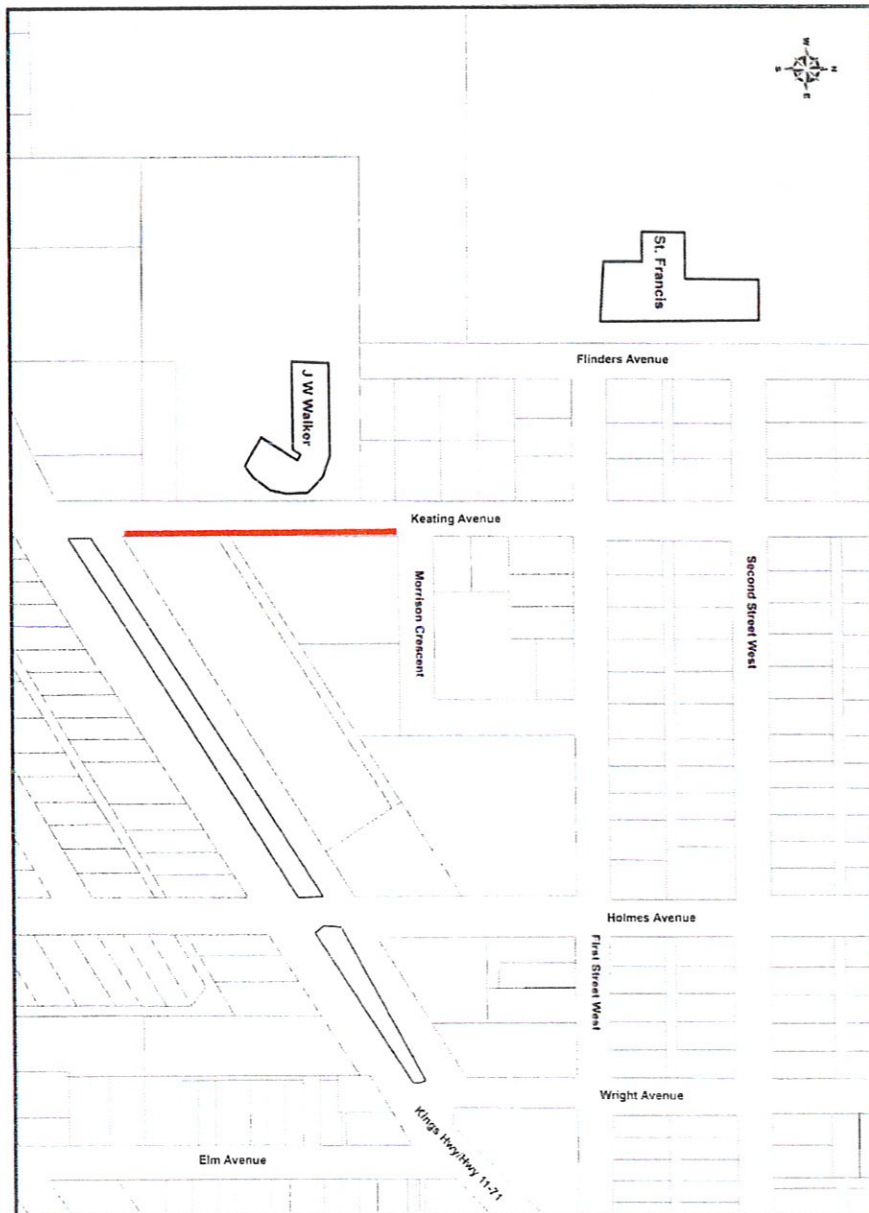
NO PARKING/NO STOPPING - 8:00 AM TO 9:00 AM & 3:00 TO 4:00 PM



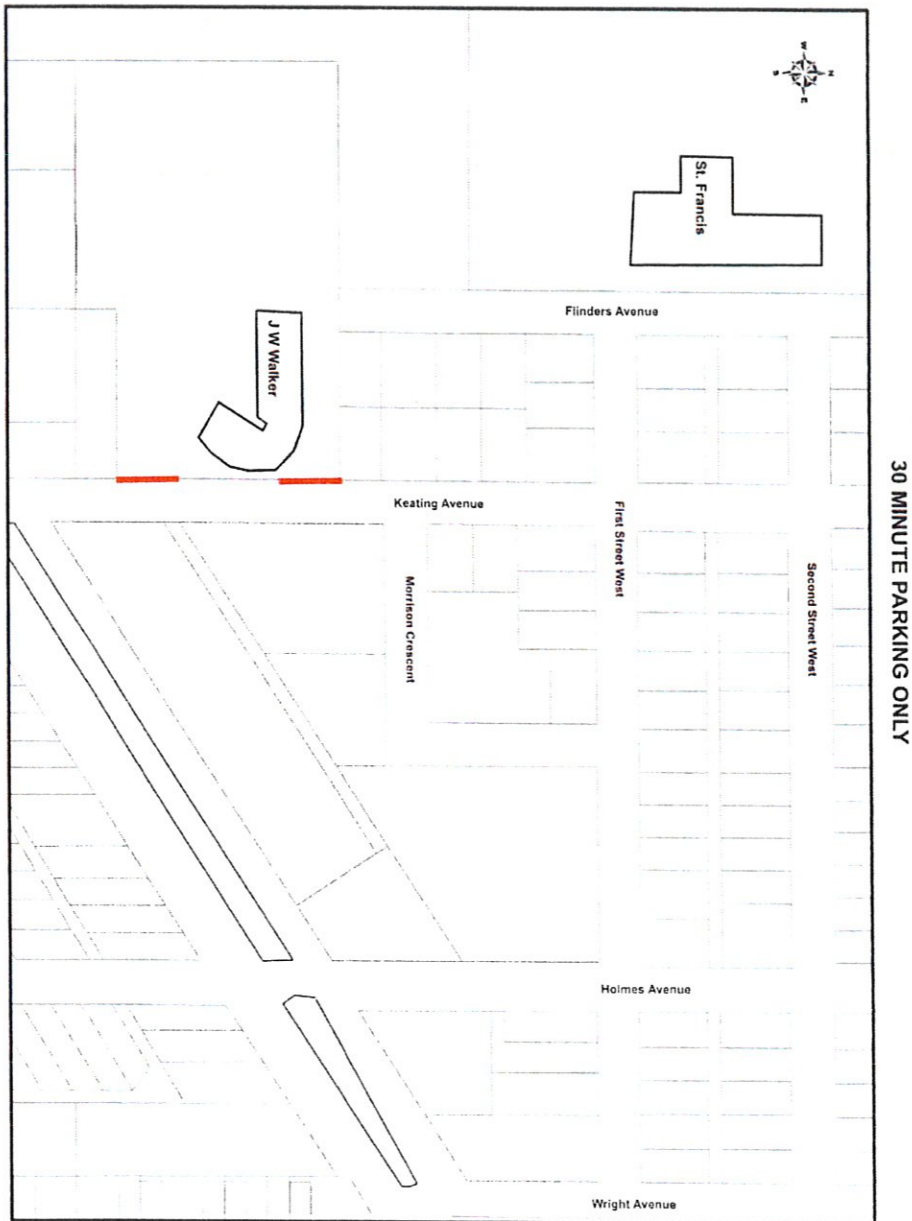


# No Parking/No Stopping at All Times

NO PARKING / NO STOPPING - ANY TIME

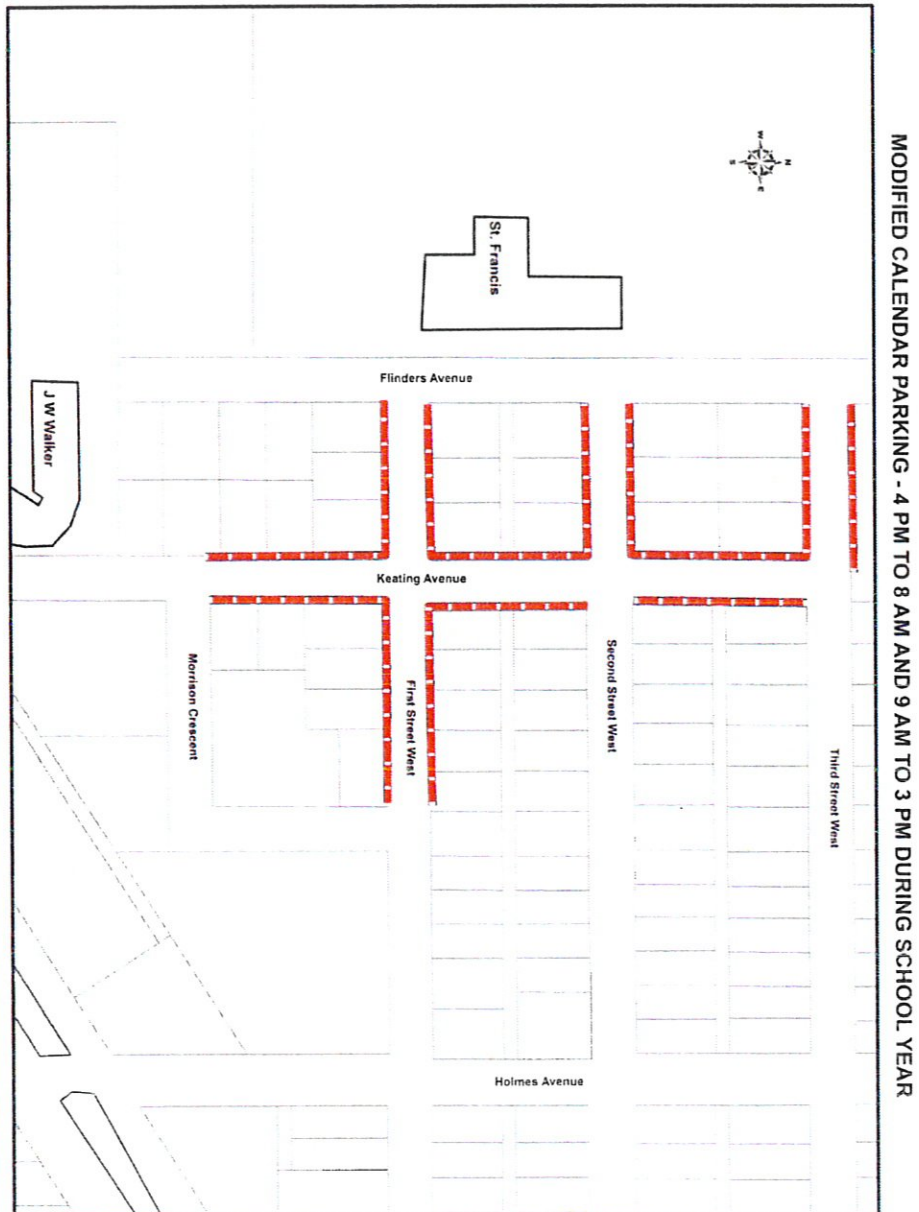


# Two 30 Minute Parking Sections

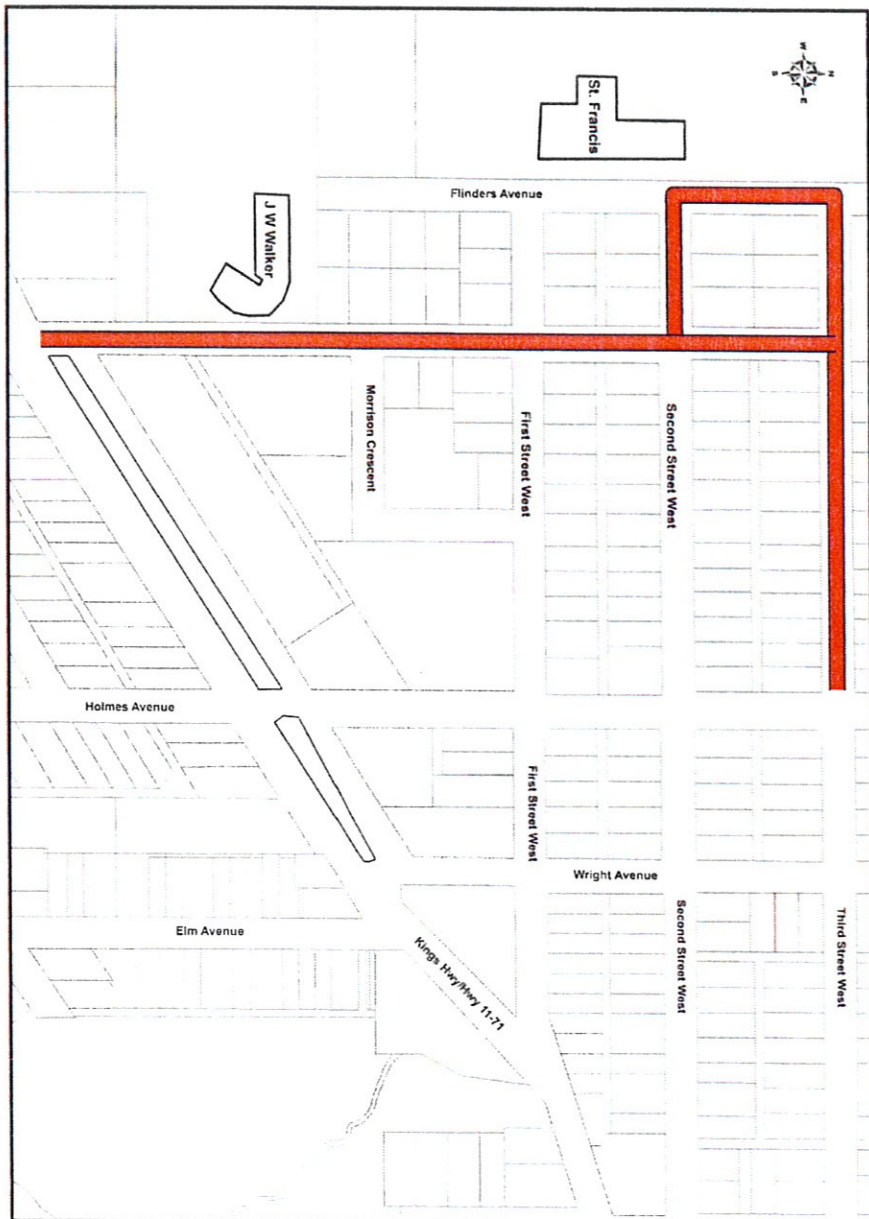




# Modified Calendar Parking



# No "U" Turns



NO U-TURNS



# ROBERT MOORE SCHOOL

NEW/REVISED TRAFFIC  
CONTROL FEATURES



# Two New Stop Signs

NEW STOP SIGNS



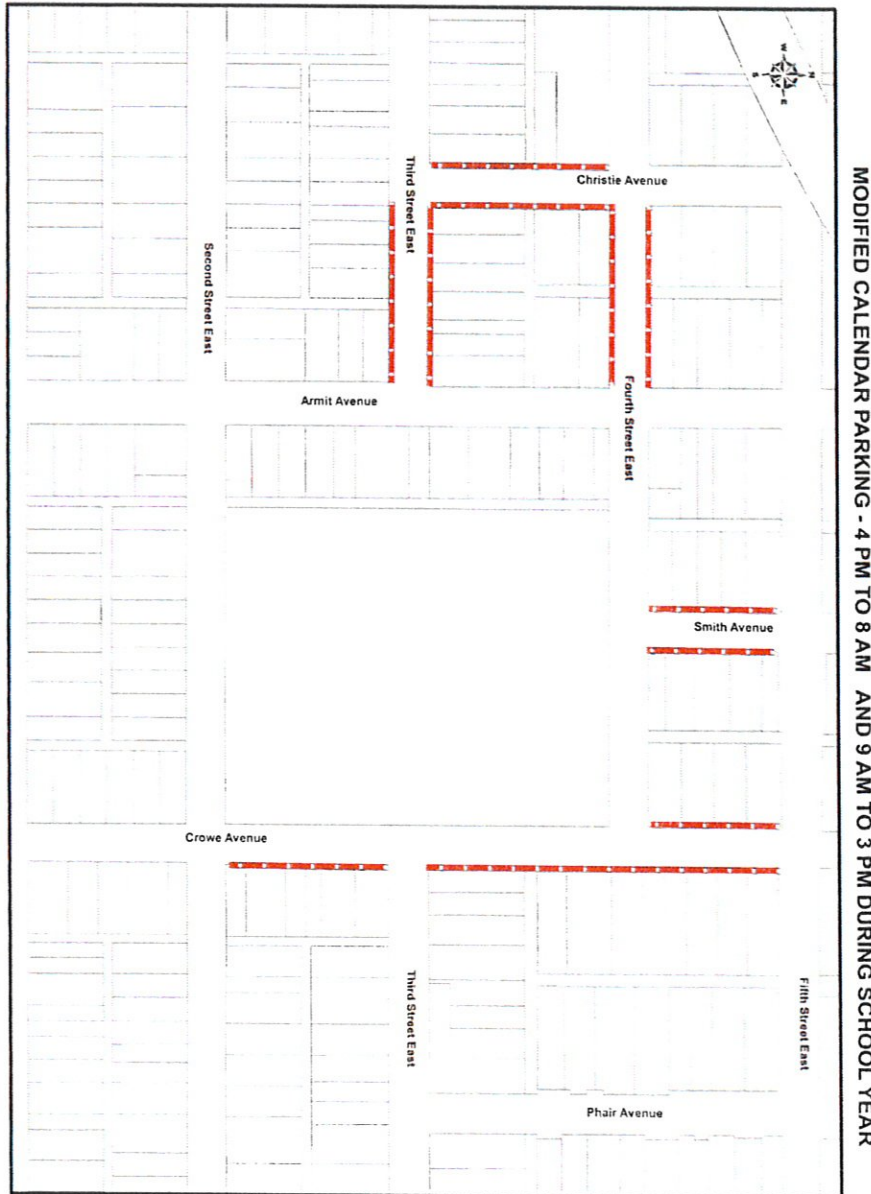


# No Parking/No Stopping





# Modified Calendar Parking





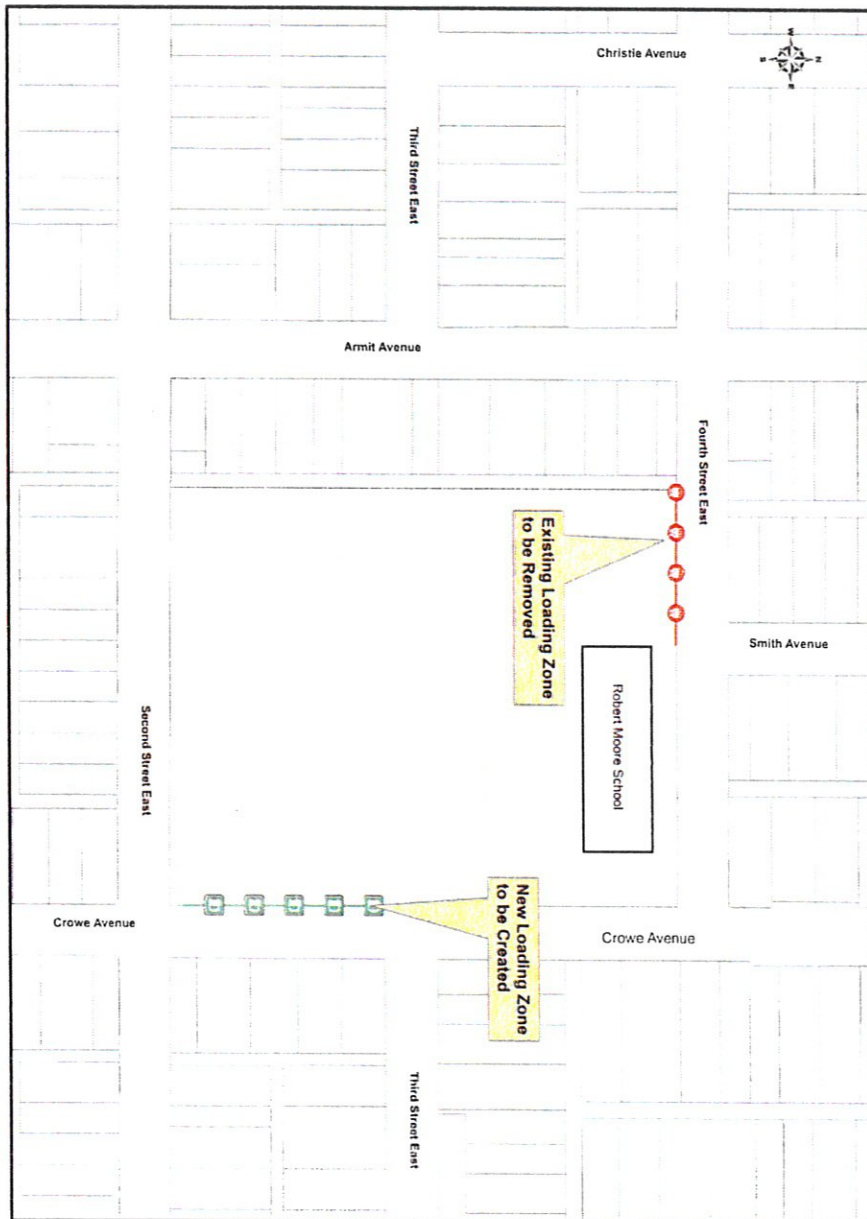
# No "U" Turns



NO "U" TURNS

# New Bus Loading Zone

## CHANGES TO BUS LOADING / UNLOADING ZONES





# Traffic Safety Committee Final Meeting

- **Town of Fort Frances**
  - Council Member
  - Operations & Facilities Division Staff
  - Planning & Development Division Staff
  - Bylaw Enforcement
- **OPP**
- **NWCSB & RRDSB**
  - Trustees
  - Parent Council
  - Principals
  - Administration, Operations and Facilities Staff
- **Rainy River District Transportation Services Consortium Staff**
- **Bus Company Representatives**
- **Ministry of Transportation Regional Planner**
- **Seniors and Law Enforcement Together Representatives**
- **Safe Communities Rainy River District**



# Traffic Safety Committee

## Next Steps

- Approval of Parking Bylaw Changes.
- Complete construction at JW Walker and Robert Moore.
- Follow through with communication plan.
- Implement new bus routes.
- Review snow bank removal plan to support.
- Go live at start of 2013/2014 school year with assistance from:
  - Volunteers (SALT)
  - Enforcement (OPP/Bylaw)
  - School Staff
  - Parent Council
  - Parents
  - Community
  - Town of Fort Frances
- Meet in the fall to debrief on our results.
- End Video





Report To: Mayor and Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Nuisance By-Law Request.

Council will recall at their meeting on March 25, 2013 that a request was received from Mr. Doug Anderson, Chairman of BIA in regards to Council's consideration for implementation of a Nuisance By-Law similar to The Town of Whitby's by-law. Council referred this matter to Planning & Development Executive Committee for recommendation.

The Planning & Development Executive Committee referred this item to the Police Services Board for their input.

On May 28, 2013 the Police Services Board recommended to Council that a Public Nuisance By-Law be prepared as an additional enforcement tool for the OPP. It was noted at the Planning & Development Executive Committee meeting that a review of the OPP policy in regards to the enforcement of the Town's Municipal By-Laws is necessary, as the last review was conducted on April 10, 2008.


On June 17, 2013 the Planning & Executive Committee reviewed the Police Services Board recommendation and is recommending the following to Council:

- 1) To direct the appropriate town departments to begin researching all Town of Fort Frances Municipal By-Laws along with neighbouring by-laws which would/could be implemented in a nuisance by-law.
- 2) Direct that the appropriate stakeholders begin the process of examining all of the necessary elements to have a draft nuisance by-law created.
- 3) Direct that once a draft by-law is created that a public communications plan be implemented. This will allow the public to provide staff with valuable feedback regarding the draft by-law, the scope of the bylaw, etc.
- 4) Once these steps are created a report be submitted to the Planning & Development Executive Committee for their final recommendation on a nuisance by-law to Council.

Attached for your reference is:

- a) Copy of the original request from Mr. Anderson, Chairman BIA.
- b) Copy of petition that was submitted to Club 88.
- c) Copies of Police Services Board recommendation and referral of petition from Clerk.
- d) Copy of the referral letter to BIA.
- e) Copy of Town of Whitby recommendation report & draft by-law.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Patrick Briere', with a stylized, flowing script.

Patrick Briere  
By-Law Enforcement Officer

**Council approval of this report will:**

- 1) To direct the appropriate town departments to begin researching all Town of Fort Frances Municipal By-Laws along with neighbouring by-laws which would/could be implemented in a nuisance by-law.
- 2) Direct that the appropriate stakeholders begin the process of examining all of the necessary elements to have a draft nuisance by-law created.
- 3) Direct that once a draft by-law is created that a public communications plan be implemented. This will allow the public to provide staff with valuable feedback regarding the draft by-law, the scope of the bylaw, etc.
- 4) Once these steps are created a report be submitted to the Planning & Development Executive Committee for their final recommendation on a nuisance by-law to Council.

To Mayor + Council  
Town of Fort Frances  
with the petty vandalism  
occurring throughout the  
town

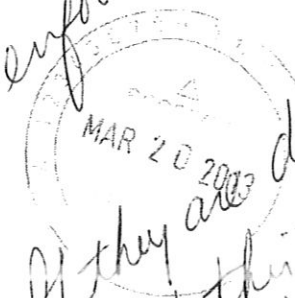
This might be a  
solution or partial solution

Thank you for your  
consideration

Doug Anderson  
Chairman  
BIA

279-9568

Police enforce  
By-laws that constitute  
safety violations / concerns.  
Don't know if nuisance  
would be enforced.



If they are downtown  
would this by-law be a  
tool they could use  
to move people  
along?

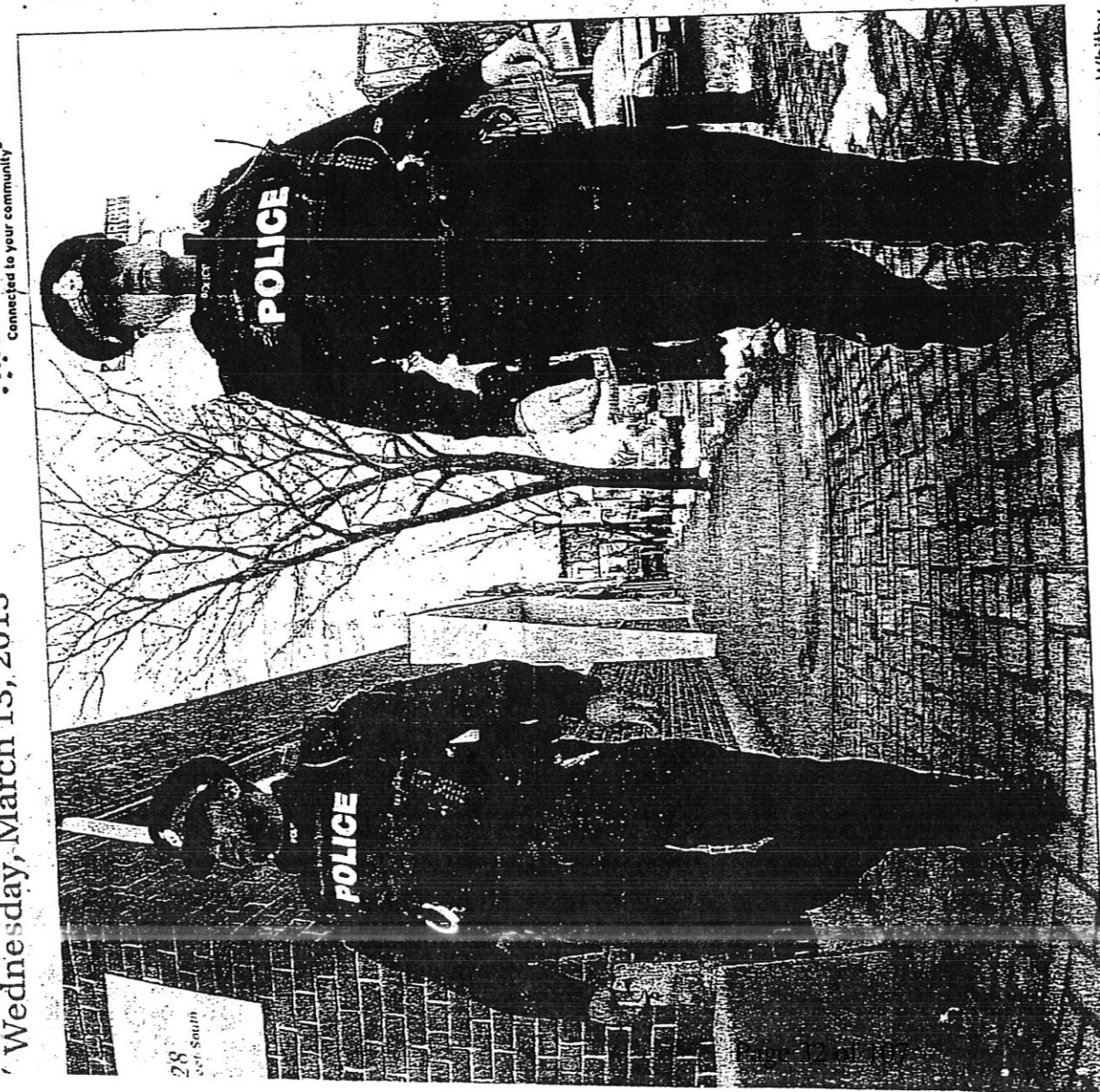
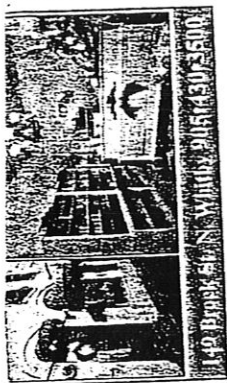
# WHITBY

## THIS WEEK

Wednesday, March 13, 2013

metrolandmedia  
Connected to your community

Join us Good Friday for Dinner  
OPEN FROM 4PM TILL CLOSE  
843 King St. W. Oshawa  
(Thornton & King) 905.725.7500  
www.shrimpcracktailcafe.com



# GOPS have eyes on Whitby

New public nuisance bylaw won't  
replace Criminal Code charges

PARVANEH PESSIAN  
ppessian@durhamregion.com

**WHITBY** -- Durham police have a new tool in their arsenal to address unruly behaviour in highly concentrated areas of Whitby, such as the downtown.

Town council approved a public nuisance bylaw that prohibits a variety of rowdy and undesirable activities, including urinating in public, use of profane language, fighting, carrying open liquor, damaging property, littering and public intoxication.

Police patrol downtown Whitby.



## Bylaw another tool for police to use in controlling downtown crime

Insurance markets, we can

From page 1

"In the last several years, downtown Whitby has seen a large rise in evening population and a large rise in crime and disorder that would occur when you increase the population and the consumption of alcohol," says Sergeant Ron Kapuscinski of Durham Regional Police.

The bylaw, passed by members of Whitby council at a public meeting on March 11, was brought forward by staff as a result of concerns raised by police regarding disruptive, destructive and occasionally violent behaviour occurring in the downtown core. These problems typically take place on Thursdays, Fridays and Saturdays during the late evening and early morning hours.

Sgt. Kapuscinski says he's spoken to many residents and business owners in downtown Whitby who are fed up with the ongoing problems.

"A lot of them have been increasingly frustrated with the activity that happens in the evenings and the mess, or the incidents of vandalism, or urination or whatever that they're finding in the morning when they return to their shops or they're leaving their apartment," he says.

"So this is just an extra tool that will assist us in keeping the incidence of those type of activities down."

The new bylaw will provide officers with an enforcement option that can be used to quell unwanted behaviours that may not necessarily cross the criminal threshold. Police can now more efficiently address indiscretions by issuing a ticket under the Municipal Act that carries a monetary fine. The City of Oshawa has had a similar bylaw in place since 2009 with favourable results.

The tool is not intended to replace charges for offences under the Criminal Code, which police will continue to enforce.

"If there are people assaulting each other or doing damages and there are criminal activities going on, the police will enforce the Criminal Code," says Bob Petrie, Whitby's chief administrative officer.

"This is meant for those instances where perhaps people aren't exactly breaking the law or don't have intent to break the law, and are doing inappropriate things in public that are more a nuisance than any Criminal Code violation."

Town staff will submit proposed fines to be enacted under the new bylaw to the Ministry of the Attorney General for approval.

Twitter.com/newsdurham

durhamregion.com

To Club 88 and the patrons of Club 88

This is to advise you that if we are called one more time, <sup>in the wee hours</sup> ~~in the morning~~ because of broken windows or other disturbances we will do everything <sup>that we can</sup> to ensure that Club 88 loses its liquor license.

Also the patrons of Club 88 are asked to please refrain from urinating and peewking on the fronts of our buildings. <sup>and ripping out flowers</sup> <sup>sp + Spitting</sup>

Also the patrons of Club 88 are asked to please stop from screaming and shouting loudly in the wee hours of the morning as there are tenants who are trying to sleep. <sup>Fighting</sup>

If the above is not respected ~~again~~ <sup>+ one more incident occurs</sup> we will do everything that we can to ensure that Club 88 loses its liquor licence.

Also Club 88 and its patrons are asked to please pay the appropriate business owners for any damages <sup>the</sup> which have occurred in the last few months. <sup>Such as broken windows, etc.</sup>

We are sure that if the above is adhered to ~~that~~ we can all get along and the young people will have a good place to go to.

Respectfully Yours

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

Betty Rehr  
Debbie Hallikas

*[Signature]*

Dwight Fraser

Brian Wilson

John Hudson

J. Kuimaki

Samantha Ford

Patricia Herin

Allison Ogilvie

Ken Snider

Nathalie Donaldson

Russ Joseph

Dawn Cousnean  
Steno Kierzycki

T. Martinson



Administration & Finance Division  
Civic Centre

Operations & Facilities Division  
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Planning & Development Division  
Civic Centre

Community Services Division  
740 Scott Street P9A 1H8  
Phone: 807-274-4561

Mailing Address:  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

www.fort-frances.com

## POLICE SERVICES BOARD

June 6, 2013

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

Attention: Mayor and Council

Dear Sirs:

At the regular meeting of the Police Services Board held May 28, 2013, the following resolution was approved:

"That the Police Services Board recommend to Council that a Public Nuisance By-law be prepared as an additional tool for the OPP as part of the By-law review the OPP."

We are enclosing the by-law from the Town of Whitby as a reference.

Yours truly

  
for Glenn Witherspoon  
Vice-Chair

GW/elh  
Encl.



Administration & Finance Division  
Civic Centre

Operations & Facilities Division  
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8 April 2013



Planning & Development Division  
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740 Scott Street P9A 1H8  
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320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

www.fort-frances.com

Loreen Holt, Secretary  
Town of Fort Frances Police Services Board  
1628 Colonization Road W.  
Fort Frances, ON P9A 2V1

Dear Loreen,

Subject: Memorandum Received April 3, 2013 from Blair Anderson addressed to Club 88  
& its Patrons

I have attached a copy of a memorandum the Town received from Blair Anderson, addressed to Club 88 and its patrons, signed by a number of persons.

This is being forwarded because of the nature of the complaint(s) embodied in the memorandum and for any further action deemed appropriate in the circumstances by the Police Services Board.

Yours truly,

ADMINISTRATION AND FINANCE DIVISION



Glenn W. Treflin, A.M.C.T.

Town Clerk

Enclosures (1)

GT

cc: Blair Anderson



Administration & Finance Division  
Civic Centre

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Phone: 807-274-4561

Mailing Address:  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

www.fort-frances.com

March 27, 2013

Business Improvement Area Board  
of Management  
Attn: Doug Anderson, Chairperson  
c/o Shelley Wepruk, Board Secretary  
335 Scott Street  
Fort Frances, Ontario  
P9A 1H1

Dear Sir:

At their meeting March 25, 2013, Council referred the request dated March 20, 2013 from D. Anderson, Chair Business Improvement Area Board of Management re: Consideration of a Public Nuisance By-Law to Planning and Development Executive Committee for recommendation.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to Ms. Faye Flatt, Municipal Planner/Planning and Development Executive Committee Secretary and/or Mr. M. McCaig, CAO, at 274-5323.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Kathryn M. Lawson, Deputy Clerk

/kl

813-0007  
c.c. Planning and Development Executive Committee  
Attn: F. Flatt, Municipal Planner/Executive Committee Secretary  
M. McCaig, CAO (att'd)

H:\OFFICE\LETTERS AND CORRESPONDENCE\Planning and Development\2013 Matters and Reports\BIA request -  
Consideration of a Public Nuisance By-Law.doc



INCORPORATED 1855

# TOWN OF WHITBY REPORT

## RECOMMENDATION REPORT

REPORT TO: Operations Committee		REPORT NO: PW 41-12
DATE OF MEETING: December 3, 2012		FILE NO(S):
PREPARED BY: Public Works		LOCATION:
REPORT TITLE/SUBJECT:	Public Nuisance By-law	

### 1.0 RECOMMENDATION:

1. That Council direct staff to invite public review and feedback on the draft Public Nuisance By-law (**Attachment 1**) and post the draft by-law on the Town's website for a minimum period of 30 days.
2. That Council direct staff to circulate the draft Public Nuisance By-law to all bars and pubs in downtown Whitby and to members of the Downtown Development Steering Committee and Durham Regional Police Service for their review and comment over the same 30 day review period.

### 2.0 EXECUTIVE SUMMARY:

A Public Nuisance By-law prohibits a wide-variety of nuisance activities that may include urinating in public, profane language, fighting, carrying open liquor, damaging property, littering and other undesirable activities. Public Nuisance By-laws provide police services with an enforcement tool used to quell undesirable behaviours that may not cross the criminal threshold. Through the enactment of a Public Nuisance By-law and the subsequent submission of set fines to the Ministry of the Attorney General, police officers will be able to issue Part I Provincial Offence Notices to defendants who contravene the provisions of the by-law. A Part I ticket can be issued efficiently and carries a monetary fine set by a Senior Justice of the Peace. Issuing Part I tickets for offences such as those described above will allow police officers to conduct enforcement in Whitby in a more expeditious manner. Enforcement of this by-law would be the responsibility of members of the Durham Regional Police Service. This by-law is not intended to be regularly enforced by the Town's Municipal Law Enforcement Officers.

### **3.0 ORIGIN:**

Town of Whitby staff have been contacted by representatives from the Durham Regional Police Service regarding concerns about unruly, destructive and occasionally violent behaviour in Whitby's downtown. These concerns appear to be specific to Thursday, Friday and Saturday nights when the downtown is frequented by a large number of patrons to licensed establishments. The police have indicated that the occurrences of unruly behaviour peak after the licensed establishments in the downtown close as there is a sudden influx of patrons onto the streets of downtown. The police have further suggested that the Town enact a Public Nuisance By-law so that officers are provided with an additional tool to address undesirable behaviour in Whitby's downtown.

### **4.0 BACKGROUND:**

In recent years, many local municipalities have either considered or enacted public nuisance by-laws in response to concerns brought forward by police services and residents in their communities. Public nuisance by-laws typically attempt to regulate and prohibit a wide-variety of nuisance activities that may include, urinating in public, profane language, fighting, damaging property, carrying open liquor and littering.

In 2009, The City of Oshawa passed a public nuisance by-law that prohibits loitering, fighting, yelling, open liquor, obstructing vehicle traffic and refusing to leave an area when directed by a police officer. The Council of the City of Oshawa decided to implement a public nuisance by-law in response to a number of concerns raised by residents with respect to student parties and licensed establishments located in the City's downtown. While a number of the provisions contained in Oshawa's by-law are already governed by Federal and Provincial legislation such as the Criminal Code of Canada, the Trespass to Property Act and the Provincial Offences Act, Oshawa City Council decided to replicate these provisions in their public nuisance by-law in order to provide law enforcement officials with an additional enforcement tool. In addition to Oshawa, the City of Kitchener enacted a public nuisance by-law in 2007. Kitchener's by-law prohibits fighting, profane language in a public place and damaging or vandalizing property. City of Oshawa staff have indicated that they have been pleased with the results achieved through their public nuisance by-law. They have indicated that providing a comprehensive and consolidated source for nuisance activities has been very helpful.

Criminal charges and the associated penalties are much more severe than the majority of other types of charges available to a police officer. As such, an officer must be certain that his or her evidence proves beyond a reasonable doubt, that the



defendant's actions were indeed criminal in nature. The burden of proof that police officers are tasked with means that often times unruly or disruptive behaviour does not cross the criminal threshold, and perhaps would be better addressed through either Provincial or Municipal legislation. Without the alternative of a public nuisance by-law, law enforcement officials are often left with no other option but to caution an unruly person about their actions.

By-law enforcement does not carry the same evidentiary requirement as enforcement of the Criminal Code. In fact, by-law infractions are considered strict liability offences, meaning that the prosecution is only required to prove that an act contrary to the by-law took place. When prosecuting a criminal offence, the prosecution is required to prove that not only did the act take place, but that the defendant had the mental intent to commit the offence. This difference between a by-law infraction and a Criminal Code infraction allows law enforcement officials to use the provisions of a by-law to address minor issues related to unruly behaviour while conducting enforcement more expeditiously.

## 5.0 **DISCUSSION/OPTIONS:**

Through a review of the public nuisance by-laws of neighbouring municipalities along with those municipalities that have a similar population to the Town of Whitby, it seems that the majority of public nuisance by-laws contain provisions prohibiting public urination, littering and the use of profane language.

At present, the Town of Whitby has the following by-laws in place which contain provisions which mirror similar provisions found in the public nuisance by-laws of other municipalities:

### **Boulevard By-law 6456-11**

- The by-law does not permit residents to leave obstructions on the boulevard or highway
- The by-law prohibits the placement of skateboard wax on curbs
- The by-law prohibits the placing of debris, snow or the blowing of leaves on any highway

### **Littering By-law 3163-92**

- The by-law prohibits the throwing or placing of refuse or debris on both public and private property

### **Noise By-law 292-70**

- The by-law restricts the emission of disturbing noise, including shouting

<ul style="list-style-type: none"><li>• The by-law prohibits soliciting via amplified sound</li></ul>
<b>Parks By-law 5066-02</b> <ul style="list-style-type: none"><li>• The by-law prohibits persons in municipal parks and park buildings from conducting themselves in an obnoxious manner or using profane or abusive language</li></ul>
<b>Street Vendor By-law 4224-98</b> <ul style="list-style-type: none"><li>• The by-law prohibits the sale of goods from highways and from vacant land adjacent to highways</li></ul>
<b>Urinating in Public By-law 4189-98</b> <ul style="list-style-type: none"><li>• The by-law prohibits persons from urinating in public</li></ul>
<b>Waste Management By-law 5795-06</b> <ul style="list-style-type: none"><li>• The by-law does not permit persons to pick over, interfere with or collect garbage and debris including refundable bottles and scrap metal from curbside waste bins which are set out in accordance with the Town's collection schedule</li></ul>

While some of the provisions contained in the draft Public Nuisance By-law are already contained in other Town by-laws, providing law enforcement officials with a consolidated by-law for all nuisance activities will make enforcement simpler and more effective. Staff will bring forward a subsequent report with any necessary by-law revocations at the time of consideration of the Public Nuisance By-law.

## 6.0 PUBLIC COMMUNICATIONS/PLAN:

Staff would like to initiate a public review and comment period for the draft by-law for a minimum period of 30 days. In addition, the draft by-law will be posted on the Town's website for public review and feedback. Lastly, the draft by-law will be circulated to bars and pubs in downtown Whitby along with members of the Downtown Development Steering Committee and Durham Regional Police Service for their review.

## 7.0 CONSIDERATIONS:

### A. PUBLIC



As this by-law will create a new set of regulations in the Town of Whitby, it is recommended that public comment and involvement be sought.

**B. FINANCIAL**

N/A

**C. IMPACT ON & INPUT FROM OTHER DEPARTMENTS/SOURCES**

The draft Public Nuisance By-law has been provided to the Municipal Solicitor for review and comment.

**D. CORPORATE AND/OR DEPARTMENT STRATEGIC PRIORITIES**

The establishment of a Public Nuisance By-law will help to ensure that Whitby remains a safe and healthy community.

**8.0 SUMMARY AND CONCLUSION**

By providing direction to initiate a public review period, staff will be able to receive public input and comment regarding the draft Public Nuisance By-law. Further, involvement from stakeholders such as the downtown Whitby bars and pubs along with the Downtown Development Steering Committee and Durham Regional Police Service will provide staff with valuable feedback regarding the draft by-law. Once public comment has been received and reviewed, staff will be able to report back to the Operations Committee with a completed by-law.

**9.0 ATTACHMENTS**

**Attachment 1 – Draft Public Nuisance By-law**

For further information contact:  
Kevin Narraway, Supervisor of By-law Services, Ext. 2349

---

Suzanne Beale, Commissioner of Public Works, Ext. 4311

---

Robert Petrie, Chief Administrative Officer, Ext. 2211



**DRAFT**



# The Corporation of the Town of Whitby

## Public Nuisance By-law By-law XXXX-12

This by-law is printed under and by authority  
of the Council of the Town of Whitby, Ontario.

THE CORPORATION OF THE TOWN OF WHITBYBY-LAW XXXX-12

Being a by-law to prohibit and abate nuisances within the Town of Whitby.

**WHEREAS** section 128 of the *Municipal Act, 2001* provides that a local municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council, are or could become public nuisances;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF WHITBY HEREBY ENACTS AS FOLLOWS:

PART I – INTERPRETATION

Definitions

1. In this by-law,

- (a) “defecate” means to discharge excrement from the human body;
- (b) “fixture” means any structure that the Town permits to be located within a highway including a boulevard tree, utility box, newspaper vending box, bench, transit shelter, telephone box, telephone booth, transformer box or vault, telephone pole, hydro pole, streetlight, stoplight pole, recycling waste module, mailbox, street sign, a Canada Post relay mailbox, permitted signs, or a blue box, green bin or other garbage container;
- (c) “highway” means a common and public highway (whether assumed or unassumed) and includes any bridge, trestle, viaduct or other structure forming part of the highway and includes the boulevard and other untraveled portions;
- (d) “littering” means throwing, dropping, placing or otherwise depositing or permitting to be deposited any garbage, paper, plastic, paper products, plastic products, cans, bottles, rubbish, other debris or objects on public or private property, unless so authorized by the property owner or the Town’s Waste Management By-law;
- (e) “loitering” means to remain in a public place without due cause;
- (f) “nuisance” includes;
  - (i) soliciting, including and without limiting the generality of the foregoing,
    - (1) soliciting a person who is using, waiting to use, or departing from an automated teller machine;



- (2) soliciting a person who is using or waiting to use a pay telephone or a public toilet facility;
  - (3) soliciting a person who is in or on a public transit vehicle;
  - (4) soliciting a person who is waiting at a taxi stand or a public transit stop;
  - (5) soliciting a person who is in the process of getting in, out of, on or off a vehicle or who is in a parking lot;
  - (6) while on a highway, solicit a person who is in a stopped, standing or parked vehicle.
- (ii) loitering in any public place after having been requested by an officer to move on;
  - (iii) fighting, screaming, yelling or using profane or abusive language or gestures;
  - (iv) carrying open liquor, except while on private property that is owned or occupied by the person who is carrying the liquor or an invited guest of the owner or occupant;
  - (v) remaining in or refusing to leave a public place after it is closed and/or when ordered to leave by an officer;
  - (vi) littering;
  - (vii) defacing, damaging or vandalizing public or private property;
  - (ix) obstructing an officer in the course of his or her duties; and
  - (x) any other activity or conduct that is disorderly or obnoxious.
- (g) "officer" means a municipal law enforcement officer appointed to enforce the by-laws of the Town or a police officer while in the course of his or her duties;
  - (h) "person" means an individual, association, firm, partnership, corporation, trust, organization, trustee, or agent, and their heirs, executors, or legal representatives of the person to whom the context can apply according to law;
  - (i) "public place" includes a highway and any place to which the public has access as of right or invitation, express or implied, and private property that is exposed to public view, whether or not the property is owned by the person contravening the by-law;

- (j) "solicit" means to request, in person, the immediate provision of money or another thing of value, regardless of whether consideration is offered or provided in return, using spoken, written or printed word, a gesture or other means;
  - (k) "Town" means the Corporation of the Town of Whitby;
  - (l) "urinate" means to discharge urine from the human body;
  - (m) "vehicle" includes an automobile, motorcycle, van, truck, trailer, bus, mobile home, traction engine, farm tractor, road-building machine, bicycle, motor-assisted bicycle, motorized snow vehicle, street car and any other vehicle drawn, propelled or driven by any kind of power, including muscular power;
  - (n) "vomit" means to discharge the contents of the stomach by mouth.
2. When reading and interpreting this by-law,
- (a) this by-law shall be read with all changes in gender or number as the context requires;
  - (b) references in this by-law to items in the plural include the singular, and references to the singular include the plural, as applicable; and
  - (c) the words "include", "includes" or "including" are not to be read or interpreted as limiting the words, phrases or descriptions that precede it.

#### Severability

3. If a court of competent jurisdiction declares any section, or any part of any section, of this by-law to be invalid, or to be of no force or effect, it is the intention of the Town that every other provision of this by-law be applied and enforced in accordance with its terms to the extent possible according to law.

#### Conflict

4. This by-law shall not be construed to reduce or mitigate any restrictions or regulations lawfully imposed by the Town or by any government authority having jurisdiction to make such restrictions or regulations.
5. If a provision of this by-law conflicts with the provision of any applicable by-law, the provision that establishes the higher or more restrictive standard to protect the health, safety and welfare of the general public shall prevail.



## PART II – RESTRICTIONS

### Offences

6. No person shall cause, create or permit a nuisance in any public place in the Town.
7. No person shall, without reasonable excuse, urinate, vomit or defecate in a public place.
  - (a) for the purposes of this section, reasonable excuse means;
    - (i) the contravention of this by-law must be inevitable, unavoidable and afford no reason or opportunity for an alternative course of action that does not contravene this by-law; and
    - (ii) where the contravention of this by-law is the consequence of illness, the person did not contemplate, or acting reasonably ought not to have contemplated, that the person's actions would likely cause the illness or give rise to the contravention of this by-law.
8. No person shall knock over, attempt to knock over, deface, attempt to deface, remove, or attempt to remove or otherwise damage a fixture.

## PART III – ENFORCEMENT

### Enforcement

9. The provisions of this by-law may be enforced by an officer.
10. An officer may, at any reasonable time, enter upon any property for the purpose of determining whether or not the provisions of this by-law have been complied with.
11. No person shall prevent, hinder or interfere or attempt to prevent, hinder or interfere with an officer.

## PART IV – PENALTY

### Penalty

12. Every person who contravenes or fails to comply with any of the provisions of this by-law is guilty of an offence, and pursuant to Section 429 of the *Municipal Act, 2001*, is liable to a maximum penalty of \$10,000.00 (ten thousand dollars) and a minimum penalty of not less than \$200.00 (two hundred dollars).

## PART V – ENACTMENT

Short Title

13. This by-law may be referred to as the Public Nuisance By-law.

Effective Date

14. This by-law shall come into full force and effect on the day it is passed.

By-law read a first, second and third time, and finally passed, this XX day of XXXXX, 2012.

\_\_\_\_\_  
Debi A. Wilcox, Town Clerk

\_\_\_\_\_  
Patricia Perkins, Mayor





# The Corporation of the Town of Whitby

## Public Nuisance By-law By-law No. 6714-13

This by-law is printed under and by authority  
of the Council of the Town of Whitby, Ontario.

THE CORPORATION OF THE TOWN OF WHITBYBY-LAW 6714-13

Being a by-law to prohibit and abate nuisances within the Town of Whitby.

**WHEREAS** the *Municipal Act 2001*, S.O. c.25 as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority and that it may do so by by-law;

**AND WHEREAS** section 128(1) of the *Municipal Act, 2001* provides that a local municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances;

**AND WHEREAS** section 128(2) of the *Municipal Act, 2001* states that Council's determination of what constitutes a nuisance, where arrived at in good faith, is not subject to review;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF WHITBY HEREBY ENACTS AS FOLLOWS:

PART I – INTERPRETATION

Definitions

1. In this by-law,

- (a) "defecate" means to discharge excrement from the human body;
- (b) "fixture" means any structure that the Town permits to be located within a highway including a boulevard tree, utility box, newspaper vending box, bench, transit shelter, telephone box, telephone booth, transformer box or vault, telephone pole, hydro pole, streetlight, stoplight pole, recycling waste module, mailbox, street sign, a Canada Post relay mailbox, permitted signs, or a blue box, green bin or other garbage container;
- (c) "highway" means a common and public highway (whether assumed or unassumed) and includes any bridge, trestle, viaduct or other structure forming part of the highway and includes the boulevard and other untraveled portions;
- (d) "littering" means throwing, dropping, placing or otherwise depositing or permitting to be deposited any garbage, paper, plastic, paper products, plastic products, cans, bottles, rubbish or other debris or objects on public or private property, unless so authorized by the property owner or the Town's Waste Management By-law;



- (e) "loitering" means to remain in a place without due cause;
- (f) "nuisance" includes;
  - (i) soliciting, including and without limiting the generality of the foregoing,
    - (1) soliciting a person who is using, waiting to use, or departing from an automated teller machine;
    - (2) soliciting a person who is using or waiting to use a pay telephone or a public toilet facility;
    - (3) soliciting a person who is in or on a public transit vehicle;
    - (4) soliciting a person who is waiting at a taxi stand or a public transit stop;
    - (5) soliciting a person who is in the process of getting in, out of, on or off a vehicle or who is in a parking lot;
    - (6) while on a highway, soliciting a person who is in a stopped, standing or parked vehicle.
  - (ii) loitering after having been requested by an officer to move on;
  - (iii) fighting, screaming, spitting, yelling or using profane or abusive language or gestures;
  - (iv) carrying open liquor, except while on private property that is owned or occupied by the person who is carrying the liquor or an invited guest of the owner or occupant;
  - (v) remaining in or refusing to leave a public place after it is closed and/or when ordered to leave by an officer;
  - (vi) littering;
  - (vii) defacing, damaging or vandalizing public or private property;
  - (viii) obstructing an officer in the course of his or her duties;
  - (ix) being intoxicated in a public place; and
  - (x) any other activity or conduct that is disorderly or obnoxious.
- (g) "officer" means a municipal law enforcement officer appointed to enforce the by-laws of the Town or a police officer while in the course of his or her duties;

- (h) "person" means an individual, association, firm, partnership, corporation, trust, organization, trustee, or agent, and their heirs, executors, or legal representatives of the person to whom the context can apply according to law;
  - (i) "public place" includes a highway and any place to which the public has access as of right or invitation, express or implied, and private property that is exposed to public view, but does not include a washroom facility, whether or not the property is owned by the person contravening the by-law;
  - (j) "solicit" means to request, in person, the immediate provision of money or another thing of value, regardless of whether consideration is offered or provided in return, using spoken, written or printed word, a gesture or other means;
  - (k) "Town" means The Corporation of the Town of Whitby;
  - (l) "urinate" means to discharge urine from the human body;
  - (m) "vehicle" includes an automobile, motorcycle, van, truck, trailer, bus, mobile home, traction engine, farm tractor, road-building machine, bicycle, motor-assisted bicycle, motorized snow vehicle, street car and any other vehicle drawn, propelled or driven by any kind of power, including muscular power;
  - (n) "vomit" means to discharge the contents of the stomach by mouth.
2. When reading and interpreting this by-law,
- (a) this by-law shall be read with all changes in gender or number as the context requires;
  - (b) references in this by-law to items in the plural include the singular and references to the singular include the plural, as applicable; and
  - (c) the words "include", "includes" or "including" are not to be read or interpreted as limiting the words, phrases or descriptions that precede it.

#### Severability

3. If a court of competent jurisdiction declares any section or any part of any section of this by-law to be invalid, or to be of no force or effect, it is the intention of the Town that every other provision of this by-law be applied and enforced in accordance with its terms to the extent possible according to law.



Conflict

4. This by-law shall not be construed to reduce or mitigate any restrictions or regulations lawfully imposed by the Town or by any government authority having jurisdiction to make such restrictions or regulations.
5. If a provision of this by-law conflicts with the provision of any applicable by-law, the provision that establishes the higher or more restrictive standard to protect the health, safety and welfare of the general public shall prevail.

## PART II – RESTRICTIONS

Offences

6. No person shall cause, create or permit a nuisance in any public place in the Town.
7. (a) No person shall, without reasonable excuse, urinate, vomit or defecate in a public place.  
  
(b) For the purposes of this section, reasonable excuse means;
  - (i) the contravention of this by-law must be inevitable, unavoidable and afford no reason or opportunity for an alternative course of action that does not contravene this by-law; or
  - (ii) where the contravention of this by-law is the consequence of illness, the person did not contemplate, or acting reasonably ought not to have contemplated, that the person's actions would likely cause the illness or give rise to the contravention of this by-law.
8. No person shall knock over, attempt to knock over, deface, attempt to deface, remove, or attempt to remove or otherwise damage a fixture.

## PART III – ENFORCEMENT

Enforcement

9. The provisions of this by-law may be enforced by an officer.
10. An officer may, at any reasonable time, enter upon any public place for the purpose of determining whether or not the provisions of this by-law have been complied with.
11. No person shall prevent, hinder or interfere or attempt to prevent, hinder or interfere with an officer, including refusing to identify themselves when requested to do so by an officer.

## PART IV – PENALTY

Penalty

12. Every person who contravenes or fails to comply with any of the provisions of this by-law is guilty of an offence, and pursuant to section 429 of the *Municipal Act, 2001*, is liable to a maximum penalty of \$10,000.00 (ten thousand dollars) and a minimum penalty of not less than \$200.00 (two hundred dollars).

## PART V – ENACTMENT

Short Title

13. This by-law may be referred to as the Public Nuisance By-law.

Repeal of Existing By-laws

14. Town of Whitby Urinating in Public Places By-law No. 4189-98 is hereby repealed.


Effective Date

15. This by-law shall come into full force and effect on the day it is passed.

By-law read a first, second and third time, and finally passed, this 11<sup>th</sup> day of March, 2013.



Leigh Doughty, Deputy Clerk

  
Patricia Perkins, Mayor



Report To: Mayor and Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Designate a Loading/Unloading Zone in front of 308 Butler Avenue.

---



Council will recall at their meeting held June 10, 2013 that a request from The United Native Friendship Centre for a Designated Loading/Unloading Zone was referred to the Planning & Development Executive Committee for recommendation.

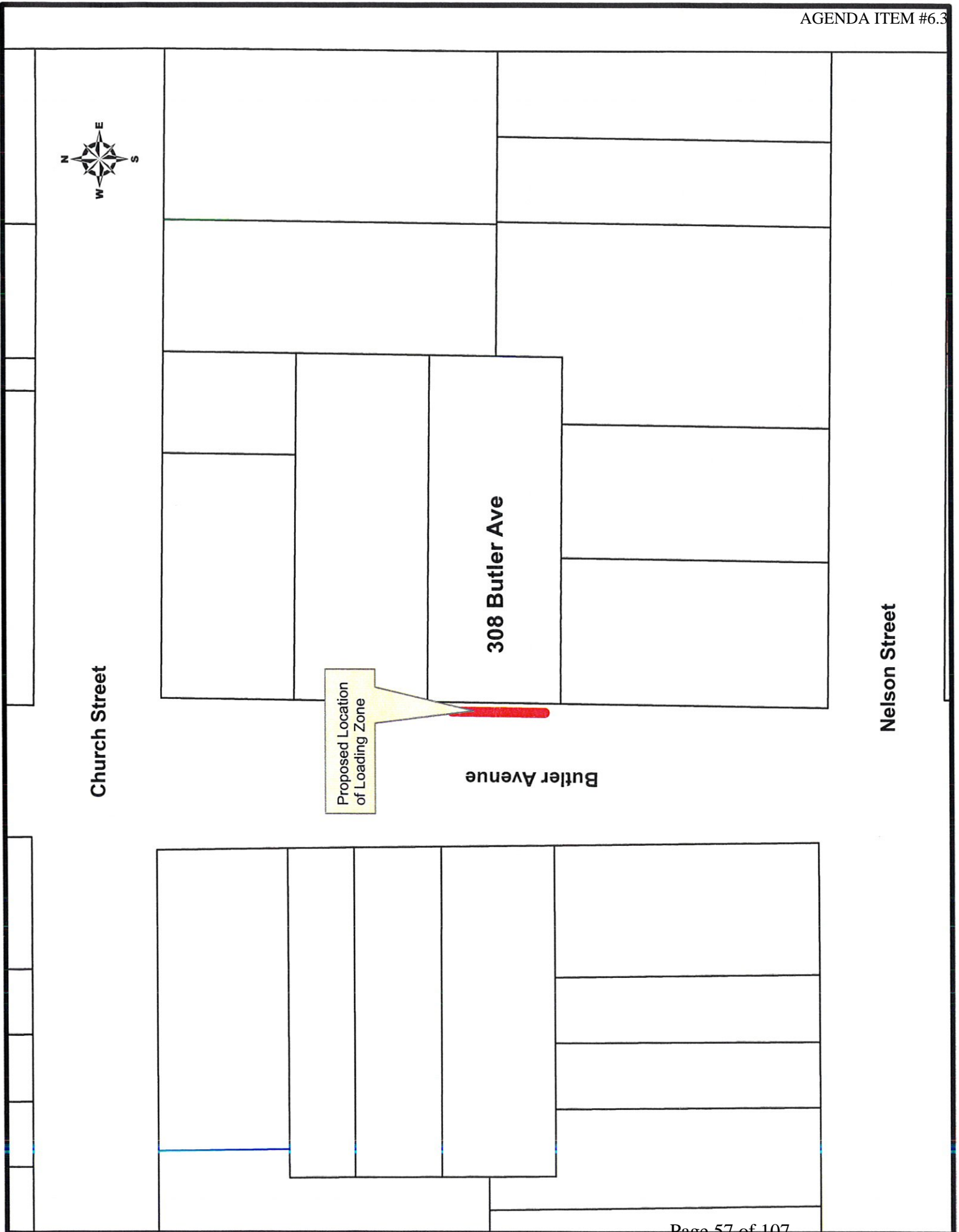
Attached to this report is a copy of a map indicating the location and size of the proposed loading zone, copy of the referral letter from Council and original request letter from United Native Friendship Centre.

The Planning & Development Executive Committee is recommending that Council approve a Designated Loading/Unloading Zone commencing from a point 46.70m South of Church Street, Southerly for a distance of 14m (Front 308 Butler Avenue), with the appropriate fee being paid in accordance with the Fee Schedule By-Law #45/12 as amended. The fee for 2013 is \$367.00.

Respectfully submitted

Patrick Briere  
By-Law Enforcement Officer

**Council approval of this report will:** a) Direct that By-Law 10/03 be amended to reflect the proposed Loading/Unloading Zone for 308 Butler Avenue.





Administration & Finance Division  
Civic Centre

Operations & Facilities Division  
Fifth Street & Wright Avenue  
Phone: 807-274-9893  
Fax: 807-274-7360

Civic Centre  
320 Portage Avenue  
Phone: 807-274-5323  
Fax: 807-274-8479  
email: town@fort-frances.com



Planning & Development Division  
Civic Centre

Community Services Division  
740 Scott Street P9A 1H8  
Phone: 807-274-4561

Mailing Address:  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

www.fort-frances.com

June 11, 2013

United Native Friendship Centre  
Ms. Angela Fiset  
Box 752 – 516 Portage Avenue  
Fort Frances, Ontario P9A 3N1

Dear Ms. Fiset:

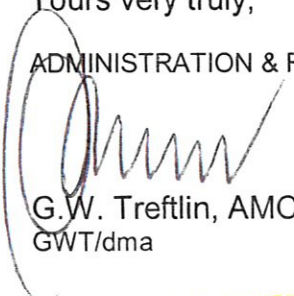
At their meeting June 10, 2013, Council referred the request dated June 3, 2013, from United Native Friendship Centre re: Designated Bus Loading / Unloading Zone in front of 308 Butler Avenue to the Planning and Development Executive Committee for recommendation.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to Ms. Faye Flatt, Secretary, Planning and Development Executive Committee or Mr. Mark McCaig, CAO at 274-5323.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

  
G.W. Treftlin, AMCT, Clerk  
GWT/dma

c.c. Faye Flatt, Secretary, Planning and Development Executive Committee  
Mark McCaig, CAO  
Arlene Byrnes, Bylaw Enforcement  
Patrick Briere, Bylaw Enforcement

PDEC 5(a)



Mayor, Roy Avis and Council,

Town of Fort Frances

320 Portage Ave.

Fort Frances, Ontario

June 3, 2013

Dear Mr. Avis and Council:

My name is Angela Fiset, I am the Driver /Maintenance worker for the United Native Friendship Centre's Zaagi-idiwin Aboriginal Head Start Program in Fort Frances.

The Zaagi-idiwin Aboriginal Head Start is a unique licensed school readiness program that services families within the Fort Frances and surrounding area. The Head Start is geared for children 2.5 to 5 years of age, who are from Aboriginal descent and who are entering school in the fall. Our program teaches school readiness skills to the children and their families. We have been in operation since September 2004.

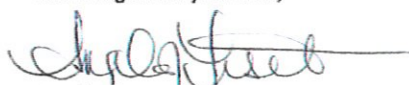
A service that we do offer our children and families is transportation to and from our program, which leads me to the problem. We experience a large number of vehicles that park in front of our building when our bus is trying to unload/load children. Due to safety concerns, we are asking the Town of Fort Frances to designate the front of our building, located at 308 Butler Ave. as a loading/unloading zone for our bus.

Our program owns a 29 passenger bus, and as the driver of this vehicle, my first and main concern is the safety of the children at all times.

I am asking that this be brought before Council for review once again. We have had this approved once before, but because we are a Non-profit Organization, it just wasn't in the budget to go forward. Due to the fact that we have had some issues arise in the last few weeks, we are requesting that this can be re-approved, so we can move forward, and have the sign erected as soon as possible.

If you have any questions, please feel free to contact either myself, Angela Fiset or my Supervisor, Angela Mihichuk at (807)274-7244.

Thanks again for your time,

  
Angela Fiset

(Patrick) recommendation  
to Council to approve  
@ applicable rate





## TOWN OF FORT FRANCES

### ADMINISTRATION & FINANCE DIVISION

### TREASURY REPORT 2013/62

**TO:** Mayor Avis & Members of Council

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** June 19, 2013

**SUBJECT:** Watten Volunteer Fire Department Donation Request

---

#### **BACKGROUND**

At the Council Meeting held on June 10, 2013, the request received from Robert Cochrane, Chief, Watten Volunteer Fire Department, was forwarded to the Administration and Finance Executive Committee for recommendation.

As indicated in the letter, the Watten Volunteer Fire Department are holding a "Fish Fry" in August and have requested that the Town donate the use of the Main Lodge at Sunny Cove for their fund raising event. The Sunny Cove Camp daytime rental fee is \$540.00 plus HST as per By-Law No. 45/12 Schedule "A", 2013 Schedule of Fees 3.19.1.

Attached is the 2012 information for this event where Council approved a donation of \$200.00.

#### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends a donation to the Watten Volunteer Fire Department in the amount of \$300.00 for their August Fish Fry event to be held at Sunny Cove.

Council Approval of this Report Will Agree to the recommendation of the Administration & Finance Executive Committee to donate \$300.00 to the Watten Fire Department August Fish Fry event to held at Sunny Cove.



May 27, 2013  
Mayor and Council  
Town of Fort Frances

RE: Sunny Cove Camp

Again this year, the Watten Volunteer Fire Department is undertaking a fund raising campaign. We are contacting you as Sunny Cove Camp is located in Watten Township and receives fire protection services from this Fire Department. Last year the Town of Fort Frances donated \$300.00 to the Watten Fire Department, so please accept our sincere thank you for doing this.

One of our fundraising activities this year is to hold a "Fish Fry" in August and the Watten Fire Department respectfully requests the Town of Fort Frances to donate the use of the main lodge at Sunny Cove for this fund raising event.

If you would like further information about the activities of our organization or this request please contact Rob Cochrane at 274-1813 or Brian Angus at 274-6057.

We appreciate your consideration and assistance.

Thank you.

A handwritten signature in dark ink, appearing to read "Rob Cochrane".

Rob Cochrane  
Chief, Watten Fire Department

*2013-05-28-spoke with M. Belluz  
she confirmed the Fish Fry is booked  
for August 23rd. (R)*



	Resident	Non-Resident
3.16.7.3 Non-Profit Groups - Meeting Entire Day (9:00 am to closing)		
3.16.7.3 Non-Profit Groups - After Hours Fee	25.25 per hour	
3.16.7.4 Profit Groups - Meeting up to 4 hours	50.50	
3.16.7.5 Profit Groups - Meeting up to 8 hours	101.00	
3.16.7.6 Profit Groups - After Hours Fee	25.25 per hour	
3.16.7.7 Cancellation Fee	50% of Rental Fee per day (Based on less than 24 hrs. notification)	
3.16.8 Conferencing Administration		
3.16.8.1 Teleconferencing Administration Fee	31.30	
3.16.8.2 Videoconferencing Administration Fee	77.75	

### 3.17 Emergency Services - See Schedule "B"

### 3.18 Fort Frances Museum (Plus Applicable Taxes)

3.18.1 Research		
3.18.1.1 Access	9.10	
3.18.1.2 Staff - initial inquiry	14.80	
3.18.1.3 Additional time	36.90 per hour	
3.18.2 Duplication		
3.18.2.1 Handling	5.05	
3.18.2.2 Copying	0.60 per sheet	
3.18.2.3 Digital copy	7.85	
3.18.2.4 Copy right fee for commercial uses - Photographing Artefacts	37.20	
3.18.3 Admission Victoria Day to Thanksgiving (Peak Season)		
3.18.3.1 Special Events - Adult	3.65	
3.18.3.2 Senior/Under 12 Fee	2.65	
3.18.3.3 Maximum Family Fee	10.95	
3.18.3.4 School/Public Activity Program	3.65 per student	
3.18.3.5 Admission - Off Peak Season	Free Will Donation	
3.18.4 Rental		
3.18.4.1 Per Day	26.00	
3.18.4.2 Per Evening	15.65	
3.18.4.3 Court Yard	15.65	

### 3.19 Sunny Cove Camp - May 1, 2013

3.19.1 3.19.1.1 Daytime	540.00	
3.19.1.2 Overnight	975.00	

### 4.0 Operations & Facilities - (Plus Applicable Taxes)

#### 4.1 Private Work - Effective January 1, 2013

4.1.1 Labour		
4.1.1.1 Regular Hourly Rate	40.02	50.03
4.1.1.2 Overtime Labour Rate	60.03	75.04
4.1.1.3 Double Overtime Labour Rate	80.04	100.05
4.1.2 Vehicle Rates		
4.1.2.1 All 1/2 tons, 3/4 tons, crew cabs, compacts & vans	20.81	26.01
4.1.2.2 V109 - Sand Truck	77.73	97.16
4.1.2.3 V110 - Dump/Plow Truck	35.83	44.79



## TOWN OF FORT FRANCES

### ADMINISTRATION & FINANCE DIVISION

### TREASURER'S REPORT 2013/52A

**TO:** Mayor Avis & Members of Council

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** June 19, 2013

**SUBJECT:** Boundary Waters Dragon Boat Club/Festival

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#### BACKGROUND

At the May 13, 2013 Council Meeting, the Boundary Waters Dragon Boat Club/Festival request for financial assistance was referred to the Administration and Finance Executive Committee for recommendation.

The attached letter received from Jennifer Greenhalgh on behalf of the Boundary Waters Dragon Boat Festival Committee is requesting a contribution of \$2,000.00 to offset the costs of operating the 2013 Boundary Waters Dragon Boat Festival taking place at the waterfront on July 1, 2013.

At the May 21, 2013 Administration & Finance Executive Committee meeting direction was given to contact Geoff Gillon, Rainy River Future Development Corporation to inquire about accessing economic development funding for this event. Geoff Gillon has informed that the Dragon Boat Festival does not fit the project guidelines as it is considered a Canada Day event, not a new event.

Council made a donation of \$1,000.00 in 2012. A reconciliation of the funds utilized for the July 2012 event has been provided.

#### RECOMMENDATION

The Administration and Finance Executive Committee recommend a donation for the Boundary Waters Dragon Boat Club/Festival in the amount of \$1,000.00.

Council Approval of This Report Will approve the Administration & Finance Executive Committee recommendation to donate \$1,000.00 to the Boundary Water Dragon Boat Club/Festival for 2013.



304 Scott Street  
Fort Frances, Ontario  
P9A 1G9

Phone: 807.274-2282

Fax: 807.274.2352

E-Mail: [marketing@ncds4jobs.ca](mailto:marketing@ncds4jobs.ca)

25<sup>th</sup> April 2013

The Mayor & Council  
The Town of Fort Frances  
320 Portage Avenue  
FORT FRANCES, ON  
P9A 3P9



Dear Mayor & Council,

**RE: BOUNDARY WATERS DRAGON BOAT CLUB/FESTIVAL**

I would respectfully like to make a request for financial assistance of \$2,000.00 from the Town of Fort Frances on behalf of Boundary Waters Dragon Boat Festival. These funds would be used to offset the costs of operating the Festival.

The Boundary Waters Dragon Boat Festival once again is a wonderful opportunity for our community to establish and build on the success of the July 1<sup>st</sup> 2012 Festival. The event has already proved to be a fun and family oriented occasion that showcases the beautiful Sorting Gap Marina area.

The Festival will continue to be built on year-over-year and will expand to include vendors, artisans and entertainment it will also mesh with the Pull for Peace and in future years combined with other activities span over a four day period ending with the July 4<sup>th</sup> Celebrations in International Falls.

The Festival organizers are also anticipating that other communities, including International Falls, will participate in the event that will lead to the Boundary Waters Dragon Festival evolving into a tourist attraction for the Town of Fort Frances.

Any money from the Town of Fort Frances that is used would be fully documented and supported by receipts.

I thank you for your consideration.

Yours truly,

Jennifer Greenhalgh  
Chairperson

On behalf of Boundary Waters Dragon Boat Festival Committee





## CALLING ALL PATRONS!

Last year's inaugural Boundary Waters Dragon Boat Festival was a tremendous success with 8 teams, 120 participants and about a thousand spectators gathering at the waterfront. The achievement of the Festival in its first year has the Boundary Waters Dragon Boat Club excited to inspire more participants, spectators and sponsors to take part in the July 1<sup>st</sup>, 2013 event. Becoming a patron of this growing Festival has exceptional potential for your organization.

Sponsorship offers the opportunity to:

- Enhance brand exposure and raise your organization's profile in the community
- Demonstrate commitment to our community and its quality of life
- Involve your employees or members in a teambuilding activity

In appreciation of your donations, either cash or in kind, we offer 3 levels of sponsorship opportunity:

<b>BRONZE</b> \$100 - \$499	<b>SILVER</b> \$500 - \$1,499	<b>GOLD</b> \$1,500 +
Bronze dragon scale on NCDS window (Duration: Mid-May to early July)	Silver dragon scale on NCDS window (Duration: Mid-May to early July)	Gold dragon scale on NCDS window (Duration: Mid-May to early July)
Bronze sponsor recognition on PA system continually during Festival	Silver sponsor recognition on PA system continually during Festival	Gold sponsor recognition on PA system continually during Festival
Written recognition on Bronze Sponsor Board at Festival	Written recognition on Silver Sponsor Board at Festival	Written recognition on Gold Sponsor Board at Festival
Bronze sponsor certificate to display at your business	Silver sponsor certificate to display at your business	Gold sponsor certificate to display at your business
	Medium linkable advertisement on Festival website (Self-designed or created for you)	Large linkable advertisement on Festival website (Self-designed or created for you)
	Mention of and/or link to your website on Facebook event description	Logo on Facebook Event Photo with link
		Logo and gold sponsor recognition on official Festival poster -Poster circulates online & throughout district -Must commit by May 17 <sup>th</sup>

\*Gold sponsors that commit after the poster deadline of May 17<sup>th</sup> will be recognized appropriately

# Boundary Waters Dragon Boat Festival Preliminary Budget - as at July 6, 2012

<b>Dollars Committed</b>		
Voyageurs Lions	1,000.00	
NCDS	3,000.00	
FF Lions	500.00	
FF Legion	250.00	
Moffat Fund	5,000.00	
Gillon's	2,400.00	
TOFF	1,000.00	
West End Motors	250.00	
<b>Total \$ Committed</b>		<b>13,400.00</b>
<b>Expenses:</b>		
22Dragons Fees	16,500.00	
Estimated Accomodation		
- 1 people - 6 days	440.70	
- 4 people - 3 days	440.70	
Boat Transporation undetermined	1,000.00	
<b>Total Expenses</b>		<b>18,381.40</b>
<b>Subtotal</b>		<b>-4,981.40</b>
<b>Teams</b>		
- RBC	550.00	
- NWHU	400.00	
- Gillons	550.00	
-West End Motors	425.00	
- NCDS	525.00	
- NCDS	525.00	
- FFDACL	550.00	
- Single paddlers	675.00	
- Boston Pizza	400.00	4,600.00
<b>Fundraising:</b>		
- Boston Pizza	109.00	
- NCDS Garage Sale	303.00	412.00
<b>Balance to Raise</b>		<b>30.60</b>



"Geoff Gillon"  
<Geoff@rrfdc.on.ca>  
06/06/2013 11:12 AM

To <lwitherspoon@fort-frances.com>  
cc <mmcaig@fort-frances.com>,  
<tannis@tannis-drysdale.com>  
bcc  
Subject Re: Boundary Waters Dragon Boat Club/Festival

Hi Laurie,

I have reviewed your request for funding for the Dragon Boats, unfortunately it does not fit the project Guidelines as it is considered a Canada Day event, not a new event. It will also take funds away from other meaningful projects.

Geoff

>>> <lwitherspoon@fort-frances.com> 5/29/2013 4:23 PM >>>

Hi Geoff,

The Boundary Waters Dragon Boat Festival Committee has requested consideration of financial assistance of \$2,000 from the Town of Fort Frances. As the attached letter states the funds would be used to offset the operating costs of the 2013 festival event planned. The Administration & Finance Executive Committee reviewed this request at their May 21, 2013 meeting.

The Administration & Finance Executive Committee have directed that I contact Rainy River Future Development Corporation to inquire about accessing economic development funding for this event.

I would appreciate your comments on this request.

Thanks.

Laurie A. Witherspoon, CMO  
Treasurer  
Town of Fort Frances  
320 Portage Ave.  
Fort Frances, ON P9A 3P9  
Phone: (807) 274-5323 Ext. 248  
Fax: (807) 274-8479



June 14, 2013

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: May 2013 Drinking Water Systems Monthly Summary Report**



Please find attached the May 2013 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the May 2013 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 May 2013 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

01 Council Water Report January 2013.doc

*R. Wiedenkopf*  
*Doug Brown*

**May, 2013**

**Monthly Summary Report  
Water Systems**

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

**Dated: June 11, 2013**

## 1) Introduction -

This report contains the major maintenance activities and operational events that occurred during the month of May 2013 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 purposes 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**

- May 02<sup>nd</sup>
  - flushed poly lines from pumps to clarifiers.
  - cleaned the top and bottom tank on the poly unit.
  - cleaned the four (4) check valves on the poly unit.
  - transferred sludge from clarifier # 1 to clarifier # 2.
  - greased clarifier No. 1.
- May 07<sup>th</sup>
  - cleaned soda ash line.
  - put Sunny Cove water system on line.
- May 08<sup>th</sup>
  - flushed poly lines from pumps to clarifiers.
- May 09<sup>th</sup>
  - washed out clarifier and put on line.
- May 10<sup>th</sup>
  - cleaned the weir going in to filters.
- May 13<sup>th</sup>
  - checked all fluid levels in fire pump.
- May 14<sup>th</sup>
  - re-calibrated soda ash feeder.
- May 23<sup>rd</sup>
  - re-calibrated alum feeder.
- May 26<sup>th</sup>
  - installed new soda ash pump.
- May 28<sup>th</sup>
  - annual calibrations done by Hach at plant on lab equipment and on line turbidity meters.
- May 31<sup>st</sup>
  - cleaned the top and bottom tank on the poly unit.
  - cleaned the four (4) check valves on the poly unit.

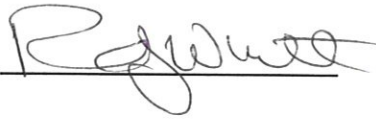
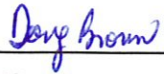

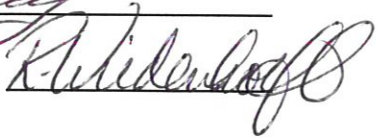

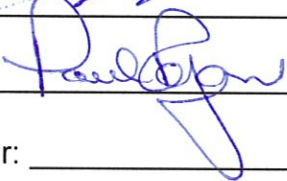

## 8) Water Complaints –

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

## 9) Other Miscellaneous Information:

- May 01<sup>st</sup>      - worked on monthly report for April 2013.  
                      - internal audit for Q.M.S. personnel.
- May 06<sup>th</sup>      - completed D.W.S.P. samples at the plant.  
                      - took weekly routine bacti samples.  
                      - water service repair samples at 939 Crowe Ave. – 1<sup>st</sup> set.  
                      - seasonal samples taken at Sorting Gap Marina.
- May 07<sup>th</sup>      - water service repair samples at 939 Crowe Ave. – 2<sup>nd</sup> set.
- May 08<sup>th</sup>      - seasonal samples taken at ball field & Lions head – 1<sup>st</sup> set.  
                      - nitrate/nitrite samples taken at sunny cove.  
                      - took first set of micro samples at Sunny cove.  
                      - seasonal samples taken at ball field, Lions head water fountain  
                      and marina – 2<sup>nd</sup> set.
- May 09<sup>th</sup>      - took second set of micro samples at Sunny cove.
- May 13<sup>th</sup>      - took weekly routine bacti samples.
- May 15<sup>th</sup>      - re-sample taken on adverse result at 1109 Col. Rd. W. Samples  
                      taken at source site, upstream and downstream.
- May 21<sup>st</sup>      - seasonal sample at Point Park office, camp sites, washrooms, ball  
                      diamond and lions park washroom – 1<sup>st</sup> set.  
                      - took weekly routine bacti samples.
- May 22<sup>nd</sup>      - seasonal sample at Point Park office, camp sites, washrooms, ball  
                      diamond and lions park washroom – 2<sup>nd</sup> set.  
                      - took quarterly samples at the Water Treatment Plant and Water  
                      Tower.
- May 27<sup>th</sup>      - took weekly routine bacti samples.
- May 28<sup>th</sup>      - had a Q.M.S. Meeting.
- May 29<sup>th</sup>      - had a Health and Safety Tailgate meeting

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: 
- Doug Herr, Environmental & Facilities Supt.: \_\_\_\_\_
- Doug Brown, Manager of Operations & Facilities: 
- Mark McCaig, CAO: 
- Rick Wiedenhoeft, Chair O&F Exec Committee: 
- Roy Avis, Mayor: 
- Paul Ryan, Councillor: 
- John Albanese, Councillor: \_\_\_\_\_
- Andrew Hallikas, Councillor: \_\_\_\_\_
- Doug Kitowski, Councillor: \_\_\_\_\_
- Ken Perry, Councillor: 

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact myself or Randy White, Senior WTP Operator at 274-2325.

Monthly Report May 2013



Town of Fort Frances - WTP - 220000978  
May 2011/2012 vs 2013 Flow and Operating Data

Flow Data	MAY	Units	2011		2012		2013	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water		m <sup>3</sup>		163900		158280		142840
Raw Maximum Day		m <sup>3</sup>	Tuesday 24th	5580	Saturday 19th	5480		6170
Raw Minimum Day		m <sup>3</sup>	Monday 2nd	4980	Tuesday 8th	3290		4050
Raw Average Daily Consumption		m <sup>3</sup>		5290		5110		4610
Total Treated Water		m <sup>3</sup>		129730		121110		118680
Treated Water Maximum Day Consumption		m <sup>3</sup>	Wednesday 18th	4950	Saturday 19th	4900	Friday May 17	4270
Treated Water Minimum Day Consumption		m <sup>3</sup>	Monday 2nd	3680	Saturday 12th	3200	Monday May 20	3410
Treated Water Average Day Consumption		m <sup>3</sup>		4180		3910		3830
Daily Average Per Household Consumption Rate		m <sup>3</sup>		1.10		1.03		1.01
* Daily Average Per Person Consumption Rate		m <sup>3</sup>		0.52		0.49		0.48
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water	mg/L			1.75		1.75		1.78
Total Chlorine Residual - Treated Water	mg/L			2.01		2.03		2.08
Aluminum Sulphate - Raw Water	mg/L			34.0		34.4		34
Aluminum Sulphate - Treated Water Residual	mg/L			0.07		0.05		0.06
Fluoride - Treated Water	mg/L			0.63		0.63		0.63
Soda Ash - Raw Water	mg/L			34.0		34.1		34
PH - Adjusted	mg/L			7.20		7.31		7.2
Temperature	C			10.6		11.8		6.5
Quantity of Chemical Used:	kg							
Aluminum Sulphate	kg			5575.3		5437.4		4856.6
Polyelectrolyte	kg			62.5		50.0		37.5
Chlorine Gas	kg			562		539		450
Soda Ash - Used for PH Adjustment	kg			5572.6		5391.8		4856.6
Fluoride	kg			488		392		350

\* The Canadian Average is 450 Litres (0.45 m<sup>3</sup>) 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	31	Total	Average
Flow rates																																					
Raw Water			10 <sup>3</sup> M <sup>3</sup>	17	4.32	4.38	4.28	4.05	4.45	4.39	4.30	4.38	4.33	5.09	6.03	6.17	5.91	6.04	5.19	4.98	4.74	4.18	4.47	4.30	4.27	4.34	4.25	4.25	4.08	4.36	4.32	4.25	4.16	4.30	4.28	142.84	4.61
Peak instantaneous -Raw Water			L/s	n/a	53.63	50.61	53.24	50.42	50.59	50.60	50.68	53.05	60.84	70.98	71.06	71.06	71.28	71.03	60.64	55.97	55.68	50.02	50.85	51.05	50.33	50.16	49.59	49.74	49.89	50.03	50.04	50.13	50.10	49.99	1704.38	54.98	
Treated Water			10 <sup>3</sup> M <sup>3</sup>	17	3.52	3.85	3.57	3.52	3.84	3.67	3.71	4.13	4.05	4.25	4.23	3.98	3.76	4.13	4.01	4.17	4.27	3.58	3.57	3.41	3.52	3.68	3.96	3.97	3.65	3.78	3.82	3.89	3.94	3.71	3.54	118.68	3.63
Peak instantaneous - Treated Water			L/s	n/a	61.74	99.29	63.03	61.84	61.24	61.63	71.01	63.00	64.37	64.15	69.79	60.02	61.79	67.18	62.59	74.07	92.73	63.02	59.32	59.13	60.43	61.90	61.97	62.28	61.71	60.55	61.17	62.28	61.90	61.48	61.43	2017.84	65.09
Backwash Water			10 <sup>3</sup> M <sup>3</sup>	n/a	0.229	0.246	0.216	0.243	0.239	0.223	0.244	0.244	0.224	0.000	0.208	0.261	0.217	0.241	0.536	0.215	0.240	0.245	0.220	0.199	0.221	0.211	0.440	0.000	0.229	0.215	0.225	0.213	0.213	0.219	7.084	0.229	
Fluoride Information																																					
Fluoride Residual - Treated Water			mg/l		0.65	0.62	0.60	0.60	0.60	0.60	0.54	0.56	0.67	0.65	0.61	0.67	0.70	0.62	0.53	0.68	0.63	0.57	0.64	0.61	0.68	0.68	0.68	0.69	0.67	0.68	0.63	0.65	0.62	0.65	0.65	19.02	0.63
Turbidity Information																																					
Raw Water			NTU	n/a	0.41	0.59	0.57	0.54	0.58	0.54	0.68	0.75	0.78	0.79	0.79	0.81	0.99	0.98	0.96	0.95	0.97	1.01	1.03	1.41	1.70	1.74	1.77	1.75	1.66	1.71	1.60	1.91	0.99	1.10	1.15	33.71	1.09
Settled Water			NTU	n/a	0.09	0.11	0.14	0.11	0.13	0.17	0.19	0.32	0.19	0.32	0.19	0.09	0.08	0.17	0.12	0.16	0.22	0.15	0.21	0.10	0.11	0.11	0.09	0.08	0.09	0.09	0.08	0.07	0.08	0.09	0.08	3.96	0.13
Treated Water			NTU	1	0.05	0.06	0.06	0.06	0.05	0.07	0.11	0.12	0.19	0.09	0.05	0.05	0.06	0.08	0.11	0.09	0.06	0.10	0.12	0.06	0.05	0.05	0.06	0.04	0.04	0.04	0.05	0.04	0.03	0.04	0.05	2.13	0.07
Other Operating Parameters																																					
pH - Treated Water			no units	7.27	7.29	7.26	7.28	7.31	7.33	7.12	7.10	7.18	7.15	7.18	7.17	7.15	7.36	7.20	7.31	7.22	7.16	7.14	7.21	7.36	7.29	7.19	7.21	7.26	7.19	7.15	7.00	7.12	7.10	7.07	223.33	7.20	
pH - Settled water			no units	6.19	6.20	6.18	6.27	6.18	6.26	6.30	6.17	6.12	6.00	6.05	6.11	6.15	6.04	6.08	6.00	5.95	5.74	5.70	6.19	6.24	6.17	6.15	6.11	6.19	6.22	6.15	6.10	6.05	6.09	6.12	189.47	6.11	
pH - Raw Water			no units	7.09	7.17	7.14	7.11	7.09	7.13	7.00	7.12	7.15	7.12	7.11	7.07	7.25	7.03	6.91	6.99	6.96	6.94	6.96	7.04	7.01	7.06	7.10	7.01	7.02	7.08	7.10	7.09	7.10	7.15	7.10	213.17	7.07	
FAC - Treated Water			mg/l	1.80	1.76	1.76	1.74	1.71	1.68	1.65	1.71	1.65	1.63	1.75	1.75	1.71	1.73	1.63	1.56	1.71	1.67	1.76	1.74	1.77	1.77	1.79	1.87	1.96	1.94	2.02	2.08	2.01	1.92	1.95	64.09	1.78	
Total Chlorine Residual			mg/l	2.16	2.25	2.16	2.08	2.02	2.00	1.95	1.93	1.79	1.82	1.69	1.98	1.91	1.99	2.31	2.12	2.07	2.02	2.05	2.13	2.16	2.09	2.09	2.15	2.23	2.27	2.20	2.19	2.21	2.19	2.17	64.38	2.08	
Temperature			C	15	4.0	4.0	4.0	4.0	4.0	4.00	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	6.0	6.0	6.0	6.0	7.0	7.0	7.0	7.0	8.0	9.0	9.0	10.0	10.0	10.0	11.0	12.0	200.0	6.5	
Fluoride used (Total Daily Consumption)			kg	n/a	10.0	11.0	11.0	10.0	10.0	10.0	10.0	10.0	10.0	11.0	15.0	17.0	16.0	16.0	13.0	14.0	10.0	12.0	10.0	11.0	11.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	9.0	350.0	11.3		
Chlorine used (Total Daily Consumption)			kg	n/a	13.0	14.0	13.0	12.0	14.0	13.0	13.0	14.0	13.0	16.0	19.0	22.0	21.0	20.0	17.0	15.0	15.0	12.0	14.0	13.0	14.0	13.0	12.0	12.0	13.0	13.0	14.0	13.0	15.0	15.0	450.0	14.5	
Soda ash (Total Daily Consumption)			kg	n/a	146.9	146.9	145.5	137.7	151.3	149.3	146.2	146.9	147.2	173.1	205.0	209.8	200.9	205.4	176.5	169.3	161.2	142.1	152.0	146.2	145.2	147.6	144.5	144.5	138.7	148.2	146.9	144.5	141.4	146.2	145.5	4856.6	156.7
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	1094.0	34.0	
Alum residual - (Total Daily Consumption)			mg/l	n/a	146.9	146.9	145.5	137.7	151.3	149.3	146.2	146.9	147.2	173.1	205.0	209.8	200.9	205.4	176.5	169.3	161.2	142.1	152.0	146.2	145.2	147.6	144.5	144.5	138.7	148.2	146.9	144.5	141.4	146.2	145.5	4856.6	156.7
Alum residual - 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	1094.0	34.0	
Alum residual - Treated Water			mg/l	n/a	0.66	0.68	0.66	0.64	0.66	0.66	0.60	0.69	0.69	0.62	0.61	0.61	0.63	0.67	0.68	0.69	0.69	0.68	0.69	0.69	0.69	0.69	0.69	0.67	0.68	0.67	0.68	0.63	0.65	0.62	0.65	1.91	0.66
Poly bags added (25 kg bags)			kg																																	37.5	



June 11, 2013

Report To: Mayor and Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Request for Water Supply for 35 Oakwood Road - Township of Alberton**

A letter dated May 30, 2013 was received from Mr. & Mrs. Douglas Judson requesting water and sanitary sewer supply or services for their home at 35 Oakwood Drive on the west side of Oakwood Road within the Township of Alberton. See attached a copy of the letter. Presently the Town has the capacity to supply water to this property without any detrimental effects and/or service delivery issues to our present water customers.

This is a similar request to the one recently made by the owners of 121 Oakwood Road back on April 27, 2013. As a result I have taken the liberty to utilize the same recommendations as for 121 Oakwood Road.

The Operations & Facilities Executive Committee recommends the following;

- 1) Allow the request in principal with the understanding that a service agreement is developed at the cost of the property owners of 35 Oakwood Road which meets all the terms and conditions of the Town. The service agreement will be brought back to Council for approval prior to any installation of infrastructure taking place.
- 2) That the property owners of 35 Oakwood Road will be responsible for all materials, labour & installation costs for both water and sanitary sewer service lines from the Town's water main and sanitary sewer main to their Oakwood Road frontage property line.
- 3) That the property owners of 35 Oakwood Road will be responsible for all materials, labour & installation costs for all individual building water meters. Presently there is one residential house on the 35 Oakwood Road property thus one water meter will be required at this time.
- 4) That the 35 Oakwood Road Property is considered a non-residential metered water customer and will be charged the appropriate fees as per the Town's user fee schedule as amended from time to time.
- 5) That the property owners of 35 Oakwood Road will be responsible to obtain all necessary approvals for the installation of water and sanitary sewer service lines within the Oakwood Road right-a-way within the Township of Alberton from the Township of Alberton.



Respectfully Submitted  
Operations & Facilities Division,

*Doug Brown P. Eng.*

Doug Brown, P. Eng.  
Operations & Facilities Manager

**Council approval of this report will ensure the following:**

- 1) Allow the request in principal with the understanding that a service agreement is developed at the cost of the property owners of 35 Oakwood Road which meets all the terms and conditions of the Town. The service agreement will be brought back to Council for approval prior to any installation of infrastructure taking place.
- 2) That the property owners of 35 Oakwood Road will be responsible for all materials, labour & installation costs for both water and sanitary sewer service lines from the Town's water main and sanitary sewer main to their Oakwood Road frontage property line.
- 3) That the property owners of 35 Oakwood Road will be responsible for all materials, labour & installation costs for all individual building water meters. Presently there is one residential house on the 35 Oakwood Road property thus one water meter will be required at this time.
- 4) That the 35 Oakwood Road Property is considered a non-residential metered water customer and will be charged the appropriate fees as per the Town's user fee schedule as amended from time to time.
- 5) That the property owners of 35 Oakwood Road will be responsible to obtain all necessary approvals for the installation of water and sanitary sewer service lines within the Oakwood Road right-a-way within the Township of Alberton from the Township of Alberton.

2013June35OakwoodwatersupplyJudson

RECOMMENDED  
JUN 10 2013  
DIV. MNG. *Doug Brown*  
EXECUTIVE COMM. *R. Widenberg*

May 30, 2013

Mr. Mark McCaig  
Chief Administrative Officer  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

JUN 4 2013

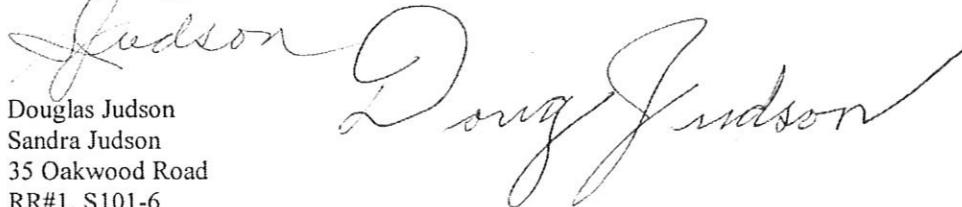
Dear Mr. McCaig:

Re: Property Description Crozier Range River Part Lot 1  
Part Lot 2, Parcel 17195 Known As 35 Oakwood Road

We are the owners of the above property in the Township of Alberton. It is located on the west side of Oakwood Road across from the Lyndy Place Subdivision.

It is our understanding that consideration is being given to supply water and sewer to the properties butting Oakwood Road. This letter is to advise we would like to actively pursue these services. Would you please advise the process.

Yours very truly,

A large, stylized handwritten signature in cursive script that reads "Douglas Judson". The signature is written in dark ink and is positioned to the right of the typed name and address.

Douglas Judson  
Sandra Judson  
35 Oakwood Road  
RR#1, S101-6  
Fort Frances, Ontario  
P9A 3M2



## TOWN OF FORT FRANCES ADMINISTRATION & FINANCE DIVISION TREASURY REPORT 2013/63

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 19 2013  
**SUBJECT:** Mayor Roy Avis – Minister of Finance Meeting re: Reassessment Working Group Travel & Per Diem Claims

### BACKGROUND

Attached is a copy of Schedule "B" Travel Expense Statement claim in the amount of \$1,099.43 and Travel Statement – Mayor /Council Honorarium claim in the total amount of \$300.00 in regard to meeting with the Minister of Finance and members of the Reassessment Working Group in Toronto on June 12 & 13, 2013 as submitted by Mayor Roy Avis.

#### Travel Expenses

1.	Meals	\$131.00
2.	Accommodations	168.20
3.	Ground Transportation (including personal vehicle fuel)	197.66
4.	Air Fare	602.57
5.	Per Diem (2 days)	<u>300.00</u>
Total Per Diem & Travel Claims		<u>\$1,399.43</u>

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

### RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Travel and Per Diem claims in the total amount of \$1,399.43 for attendance at the meeting in Toronto with the Minister of Finance and members of the Reassessment Working Group on June 12 & 13, 2013 as submitted by Mayor Roy Avis.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem and travel claim for Mayor Roy Avis, in the amount of \$1,399.43, to attend the meeting in Toronto with the Minister of Finance and members of the Reassessment Working Group on June 12 & 13, 2013.




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

1. Attendee	Roy Aris							
2. Conference/Seminar Attended	MEETING WITH MINISTER OF FINANCE PAUL THUNDER BAY							
Location (Facility and City)	DUNDAS RIVER LAKE & ESPINOSA RE: REASSESSMENT WORKING GROUP							
Dates	TORONTO ONT. JUNE 12 & 13							
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation				168.20				168.20
Transportation FUEL				76.00	81.66			157.66
Breakfast					15.00			15.00
Lunch				16.00	20.00			36.00
Dinner				40.00	40.00			80.00
<del>Per Diem</del> AIR FARE								602.57
Other TAXI				20.00	20.00			40.00
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
5. Town Used Vehicle	Yes	No	Reason					Total
Mileage Claimed	KM x \$0.45 =							
6. Approved	Total Expenses							1099.43
	Advance Received							
	Balance Claimed							
	Balance Refunded							

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

June 14 2013  
Date

  
Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

Date Treasurer A / P Cashier

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

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

Therefore, the undersigned acknowledges that:

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

Name (Please Print)

*Roy Auld*

Approved

Signature

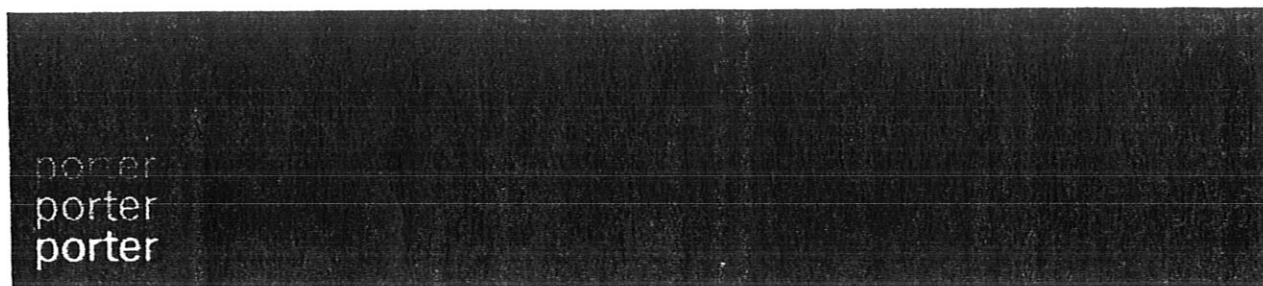
*[Signature]*

Date

*June 12 2013*

**Barbara Avis**

**From:** <PorterAirlines@flyporter.com>  
**Date:** Thursday, June 06, 2013 11:25 AM  
**To:** <rbavis@jam21.net>  
**Subject:** Itinerary - Please do not reply to this email

**Passenger Itinerary**

Thank you very much for your business. We have confirmed your reservation in our system. You will not receive a paper ticket. Please review flight information for accuracy and make note of ID requirements and recommended check-in times. You may print this itinerary for your reference.

MR. ROY ALLAN AVIS  
 523 COLONIZATION ROAD EAST  
 FORT FRANCES, ON P9A 2S1  
 CANADA

**Confirmation Number:** **HCS42E**                      **Agent Name:** WEBANON  
**Booking Date:** 06 Jun 2013                      **Booked By:**

**Passenger Information:**

Name	VIPorter Number	Flight #/Seat #
Mr. ROY ALLAN AVIS		634/NA 639/NA

**Flight Information:**

Date	Flight	Depart	Arrive	Stops
12 Jun 2013	634	Thunder Bay (YQT) 13:25	Toronto (YTZ) 15:20	
13 Jun 2013	639	Toronto (YTZ) 20:35	Thunder Bay (YQT) 22:35	

**Fare Summary (CAD):**

6/6/2013



Base Fare:	\$463.00
Air Traveller Security Charge:	\$14.24
NAV and Surcharges:	\$36.00
Airport Improvement Fee:	\$20.00
Harmonized Sales Tax:	\$69.33
	-----
Total Fare Price:	\$602.57
Visa:	\$602.57
	-----
Balance Due:	\$0.00

GST/HST Number: 841583271

QST Number: 1212573775

**Baggage Policy:**

**TWO items of carry-on baggage are permitted per fare-paying passenger.**

- Carry-on baggage is limited to two pieces:
  - o 1 standard article not exceeding 55 cm x 40 cm x 23 cm (21.5" x 15.5" x 9") and weighing less than 9 kg (20 lbs)
  - o 1 personal article not exceeding 43 cm x 33 cm x 16 cm (17" x 13" x 6") and weighing less than 9 kg (20 lbs)
- Items that are not permitted in carry-on baggage aboard the aircraft are those that present a potential hazard. They include, but are not limited to, weapons, tools, restraining devices, toy weapons, cutting and puncturing devices (knives, box cutters, scissors, straight razors) ice skates and other hazardous items as defined and regulated by law including explosives, poisons, and other toxic materials.
- All carry-on baggage must fit in the sizing units located both at check-in and the gate areas.
- On board the aircraft, all carry-on baggage must be stowed under the seat or in the overhead compartments.
- The following items are not counted as carry-on: coats, cameras, receptacles containing human remains, containers carrying life sustaining items, strollers, child restraint systems, crutches, canes, walkers and other such items.
- Porter may require that an item of carry-on baggage travel as checked luggage if the bag cannot be safely stowed in the cabin.

**ONE item of checked baggage is permitted, free of charge, per fare-paying passenger.**

- One piece of checked baggage is accepted free of charge for each fare paying passenger.
- The total combined weight of all checked baggage is limited to 23 kg (50 lbs).
- The weight of the baggage is combinable for passengers booked under the same reservation file.
- A second piece of checked baggage is permitted for a charge of \$20 CAD/USD per direction.
- There is a \$50 CAD/USD charge per additional bag, over and above 2 pieces of baggage.
- Any combined weight above 23 kg (50 lbs) will be charged at a rate of \$5 CAD/USD per kg.
- No single piece can weigh more than 32 kilos (70 lbs).
- The maximum size allowed is 158 cm (62 in) total dimension (the sum of the length, width and height).
- The only exceptions to the additional baggage fees are skis and snowboards.



33 Gerrard Street West, Toronto, Ontario M5G 1Z4  
Tel: 416-595-1975 Fax: 416-581-8934

GOVT ON  
Mr Roy Avis  
523 Colonization Road East  
Fort Frances ON P9A2S1  
Canada

Room: 0819  
Folio:  
Cashier: 456  
Arrival: 06/12/13  
Departure: 06/13/13  
Reference:  
Booking Ref. #:

Date	Description	Additional Information	Charges	Credits
06/12/13	Room Charge		145.00	
06/12/13	Room - HST 13%		18.85	
06/12/13	DMP - Destination Marketing Program		3.85	
06/12/13	DMP HST		0.50	
HST Summary			Total	168.20
Registration No: 887925881				0.00
Room 19.35			Balance Due	168.20 CDN
F&B 0.00				
Other 0.00				
Total 19.35				

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

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

# SHELL CANADA PRODUCTS

ON BEHALF OF  
914 RED RIVER ROAD  
THUNDER BAY ON  
P7B 1K4  
(807) 767-3400

Tax Description	Qty	Amount
H Bronze FS No3		
54.325 L @ \$1.399/ L		\$76.00
AIR MILES Discount	1	\$0.00
Sub Total		\$76.00
Amount HST Taxable		\$0.00
13.0% HST Tax		\$0.00
Amount HST-F Taxable		\$0.00
5.0% HST-F Tax		\$0.00
<b>Total</b>		<b>\$76.00</b>
Debit:		\$76.00
Change		\$0.00

00 APPROVED - THANK YOU 001

INTERAC XXXXXXXXXXXX9250  
CHEQUING PINPAC No. 28122975  
PURCHASE CHIP  
INV No. 4512723406  
APPROVAL I.O. 131837  
Interac  
AID A0000002771010  
TVR B000008000

## VERIFIED BY PIN

IMPORTANT  
retain this copy for your records

AM 81705XXXXX SCANNED Promo 0  
Fuel Includes HST 13.0% \$8.74  
Fuel Includes HST-F 5.0% \$0.00

HST - Fuel - ON No. 137400032 RT

Help us change the world,  
one click at a time.  
[www.fuellingchange.com](http://www.fuellingchange.com)

## THANK YOU

Questions? 1-800-661-1600

REG: 2 CSH:Barry TRAN:4964  
2013/09/10 10:10:00 07:04:12

Safeway  
417 Scott Street  
Fort Frances, ON,  
P9A1H3  
STORE NO: 674

XXXXXXXXXX6746  
Visa \*\*\*  
Appr # 021136  
Seq # 658001001028  
Terminal # U0674CRN  
Trans : Purchase  
Res Code: 001 - 00  
APPROVED  
Inv # 90047018  
06/14/2013 14:34:22

Pump # 4-REG  
Vol : 59.219 L  
Price/L : \$1.379  
Total: \$81.65

Fuel Includes:  
GST/HST (13.0%): \$9.33  
GST/HST #: 119347672

You Saved  
5 Cents Per Litre

LET US HEAR FROM YOU!  
1-800-723-3929 OR VISIT

SAFeway.CA

THANK YOU  
ASK FOR OUR SPECIALS !





INDEPENDENT CAB OWNERS'  
CO-OPERATIVE INCORPORATED  
TORONTO, ONTARIO

Date: 12-6-13 FARE: 


  
From: ISLAND AIRPORT TIP: 


  
To: CHATELSEA TOTAL: 20.00  
Cab# \_\_\_\_\_ Driver: \_\_\_\_\_

HST INCLUDED

*Flat rates available for Airport, Out of Town,  
Business Trips, Sightseeing, Etc: Ask Driver for details.*

RECEIPT



RECEIPT



Cab No. \_\_\_\_\_ G.S.T. \_\_\_\_\_  
From CHATELSEA  
To TORONTO ISLAND AIRPORT  
Date JUNE 13 13 Amount 20.00  
Signature \_\_\_\_\_

416.751.5555

BECK TAXI **streetsto**  
Toronto's most sought after  
ride.

see reverse for your entry code to win.

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

Attendee	<i>Roy Avis</i>
Conference / Seminar Attended	MOP. F. RE: Assessment Working Group
Location	TORONTO
Dates	JUNE 12, 13

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			JUNE 12	JUNE 13				
Amount			150	150				\$300.00

Name (Please Print)	Signature
<i>Roy Avis</i>	<i>[Signature]</i>
Approved	Date
	JUNE 14 2013

To be submitted to Payroll for processing when approved by Council

## AGENDA ITEM #9.1

- Revenue
- Tax Certificates
- Business Licences
- Lottery Licences
- Town Property Rental
- Fort Frances Portion of POA Fines
- Nat Gas/Purchase Card Rebates
- Death/Still Birth Registrations
- Marriage Licences
- Civil Marriage
- Certify Copies
- Commissioning Oaths/Affidavits
- Investment Income
- Agreement Fee
- Sale of Land
- Administration Service Charges

[illegible]

7	24	10	13	13	67
0	50	50	55	52	207
4	19	21	6	21	71
18	27	25	33	37	140
5	2	4	11	6	28
9	9	7	15	8	48
14	11	26	19	11	81
0	0	0	0	0	0
19	8	20	18	9	74
3	5	8	5	7	28
79	155	171	175	164	744

[illegible]

\$	836,350.20	\$6,801,279.07	\$2,256,472.61	\$ 784,422.31	\$	6,085.38
7,307,509.07		2,920.83	5,972.83	16,714.75		3,164.02
(1,353,373.60)	(4,558,132.90)	(1,491,989.39)	(822,902.36)	(149,451.86)		
10,793.40	10,405.61	13,966.26	15,679.94	13,463.03		
\$6,801,279.07	\$2,256,472.61	\$ 784,422.31	\$ 6,085.38	\$-338,970.19	\$	-
					\$	64,308.24
					\$	64,308.24



	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Tax Arrears Notices Mailed/Letters	288	249	415	526	298								1,776
# of Properties in Arrears 3 years+	34	32	31	26	25								
# of Properties in Arrears 3 years+ with no payment plans	14	14	11	9	8								56
# Tax Sale Registrations	0	0	0	0	0								
# Write offs (MOS/357 Applications)		1	3	3	0								7
Write-off - Municipal Portion		\$1,328,102.70	\$ 6,588.61	\$ 432,033.43	\$ -								\$1,766,724.74
# of Charity Rebates	1				0								1
Charity Rebates - Municipal Portion	\$ 4,937.90			\$ -	\$ -								\$4,937.90
# Vacancy Rebates			7	5	0								12
Vacancy Rebates - Municipal Portion			\$ 7,489.56	\$ 11,797.43	\$ -								\$19,286.99
<b>E.D. Financial Incentive Plan</b>													
Demolition Grant													\$0.00
Grant-In-Lieu of Taxes													\$0.00
<b>Water &amp; Sewer</b>													
Balance Forward	\$1,219,748.15	\$ 618,402.99	\$ 555,116.83	409,157.18	323,679.17								
W/S Billings/Debits	192.11	1,263.18	788,364.48	2,148.92	802,767.37								
Payments/Credits	(603,834.35)	(68,902.15)	(937,694.52)	(89,164.29)	(739,847.00)								
Interest Applied	2,297.08	4,352.81	3,370.39	1,537.36	621.01								
Total Amount Owng	\$ 618,402.99	\$ 555,116.83	\$ 409,157.18	\$ 323,679.17	\$ 387,220.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	12,178.65
Bi-Monthly Water/Sewer Bills Issued	3,388		3,374		3,375								10,137
Final Billings Issued		9		9									18
Late Notices Mailed		474		442									916
Registered Letters		46		40									86
Disconnects		1		3									4
Reconnections		0		0									0
<b>Provincial Offences</b>													
Fines Paid	\$ 25,297.00	\$ 23,872.00	\$ 34,080.00	\$ 34,757.00								\$ 118,006.00	
Outstanding Fines (pre & post transfer)	\$1,883,278.00	\$1,890,761.00	\$1,888,185.00	\$1,906,541.00									
IQOR Collections (pre-transfer)	\$ -	\$ 557.81	\$ 559.31	\$ 3,373.85	\$ 1,254.98		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 5,855.65
IQOR Collections (post-transfer)	\$ 109.70	\$ 557.81	\$ 559.31	\$ 3,373.85	\$ 1,254.98	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 5,855.65
Total IQOR Collected	\$ 109.70	\$ 557.81	\$ 559.31	\$ 3,373.85	\$ 1,254.98	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 5,855.65
Hours spent on Collections	40		36	38	40								40.0
Notice of Default - mailed out	60	40											214
New Charges Filed	107	157	179	416									859
Court Room Operating Hours													0.0
<b>Charges Disposed (Before or at Trial)</b>													
Fines to Attend - Convicted	30	23	41	42									136
Plead Guilty	15	25	18	31									89
Withdrawn	0	1	1	3									5
Quashed	1	2	5	1									9
Stayed	0	0	0	0									0
Dismissed/Acquitted	1	2	2	2									5
Plead Not Guilty - Convicted	1	2	2	0									5
Other	0	0	0	0									0
Total	48	55	69	77	0	0	0	0	28	0	0	0	249

**Town of Fort Frances  
General Fund (Operating)  
Actuals as at May 31, 2013**

	Actuals to Date	2013 Budget	Variance
<b>CORPORATE</b>			
050 Municipal Tax Levy (Interim Tax Levy)	(6,261,159.19)	(11,025,265.00)	(4,764,105.81)
051 Education Tax Levy		(1,987,086.00)	(1,987,086.00)
052 Supp/Omit Municipal Tax Levy			-
053 Supp/Omit Education Tax Levy			-
056 W/O Municipal	1,786,011.73	1,763,640.00	(22,371.73)
057 W/O Education	364,347.31	353,929.00	(10,418.31)
061 OMPF	(1,598,650.00)	(3,197,300.00)	(1,598,650.00)
062 Payments-in-Lieu	(21,436.04)	(775,935.00)	(754,498.96)
070 Contribution from Reserve Funds		(575,000.00)	(575,000.00)
110 Mayor & Council	747,932.60	729,350.00	(18,582.60)
112 Contribution to Reserves & Reserve Funds		-	-
113 Long Term Debt	213,834.93	1,000,520.00	786,685.07
115 Election	145.34	529.00	383.66
161 Riverside Health Care/Dr Recruitment	28,333.75	74,000.00	45,666.25
161 Clinic Financing Interest		16,500.00	16,500.00
162 RR DSSAB	871,526.82	2,043,162.00	1,171,635.18
163 Rainycrest	80,837.38	242,511.00	161,673.62
164 Northwestern Health Unit	164,022.86	366,240.00	202,217.14
820 Economic Development	23,067.09	164,535.00	141,467.91
830 Solar Panel Project	808.94	(33,200.00)	(34,008.94)
991 English Public School Board	225,285.35	1,343,602.00	1,118,316.65
992 English Separate School Board	52,681.36	284,094.00	231,412.64
993 French Public School Board	401.63	1,633.00	1,231.37
994 French Separate School Board	1,084.44	3,828.00	2,743.56
<b>Total Corporate</b>	<b>(3,320,923.70)</b>	<b>(9,205,713.00)</b>	<b>(5,884,789.30)</b>
<b>ADMINISTRATION AND FINANCE</b>			
070 Other Unassigned Revenue	(118,343.80)	(314,960.00)	(196,616.20)
120 Administration	141,229.47	338,160.00	196,930.53
121 Admin Vehicle	1,045.74	3,077.00	2,031.26
122 Municipal Buildings	782.56	39,355.00	38,572.44
125 HR Department	13,343.68	38,750.00	25,406.32
130 Clerk	71,048.84	156,150.00	85,101.16
140 Treasury	203,723.33	402,290.00	198,566.67
910 PUC Administration	37,823.09	82,615.00	44,791.91
<b>Total Administration and Finance</b>	<b>350,652.91</b>	<b>745,437.00</b>	<b>394,784.09</b>
<b>EMERGENCY SERVICES</b>			
211 Emergency Services	397,369.63	935,389.00	538,019.37
227 Emergency Measures	10,178.63	20,062.00	9,883.37
228 911 Service	3,709.83	17,500.00	13,790.17
231 Police Revenue	(19,545.99)	(21,000.00)	(1,454.01)
232 Police Services Board	2,078.47	17,600.00	15,521.53
233 Police Administration	1,036,148.51	2,565,424.00	1,529,275.49
<b>Total Emergency Services</b>	<b>1,429,939.08</b>	<b>3,534,975.00</b>	<b>2,105,035.92</b>

**Town of Fort Frances  
General Fund (Operating)  
Actuals as at May 31, 2013**

		Actuals to Date	2013 Budget	Variance
<b>COMMUNITY SERVICES</b>				
622	Sister Kennedy Centre	11,194.56	29,800.00	18,605.44
641	Fort Frances Children's Complex	39,792.87	66,938.00	27,145.13
643	Toy Lending Library/Resource	(3,626.01)	(493.00)	3,133.01
644	Day Care Resource Teacher	(5,739.22)	-	5,739.22
653	Handi-Transit System	36,654.83	100,544.00	63,889.17
713	Townshend Theatre	(4,042.18)	-	4,042.18
722	Recreation Facilities	185,892.59	528,217.00	342,324.41
725	Recreation Programs	(8,818.63)	103,000.00	111,818.63
732	Community Services	49,067.59	134,166.00	85,098.41
740	Sunny Cove Camp	8,505.24	-	(8,505.24)
781	Fort Frances Public Library	182,065.54	470,160.00	288,094.46
791	Museum	28,895.40	121,590.00	92,694.60
817	Waterfront Development/Marina	6,790.29	53,550.00	46,759.71
<b>Total Community Services</b>		<b>526,632.87</b>	<b>1,607,472.00</b>	<b>1,080,839.13</b>
<b>OPERATIONS AND FACILITIES</b>				
310	PW Administration	(113,951.56)	14,047.00	127,998.56
311	PW Buildings & Yards	50,368.75	112,521.00	62,152.25
313	Municipal Roads	631,319.90	1,264,306.00	632,986.10
318	Public Parking Lots	11,446.42	22,556.00	11,109.58
320	Sidewalks	54,858.59	97,399.00	42,540.41
330	Private Works Charges	11,902.45	58,563.00	46,660.55
331	Private Crossing Charges		20,135.00	20,135.00
333	PW Vehicles	85,004.86	190,874.00	105,869.14
334	PW Equipment	105,828.45	221,058.00	115,229.55
344	PW Stores	34,340.62	67,264.00	32,923.38
345	Traffic Signal Maintenance	969.76	8,356.00	7,386.24
346	Streetlight Maintenance	26,207.61	83,750.00	57,542.39
350	Garbage Collection	15,034.50	(73,471.00)	(88,505.50)
351	Recycling Services	64,655.95	185,449.00	120,793.05
352	Sanitary Landfill	(25,077.74)	(94,498.00)	(69,420.26)
360	Engineering	12,007.76	26,890.00	14,882.24
390	Airport	96,159.12	5,060.00	(91,099.12)
391	Airport Building Maintenance	15,895.09	37,271.00	21,375.91
393	Airport Grounds Maintenance	12,285.64	53,500.00	41,214.36
580	Parks & Cemeteries Admin.	53,522.51	164,381.00	110,858.49
582	Fort Frances Cemetery	21,811.16	77,832.00	56,020.84
583	Riverview Cemetery	19,230.84	138,207.00	118,976.16
584	Point Park	3,232.68	27,935.00	24,702.32
585	Parks - Outdoor Facilities	66,084.93	265,523.00	199,438.07
586	Lions Millennium Park	266.80	7,319.00	7,052.20
<b>Total Operations and Facilities</b>		<b>1,253,405.09</b>	<b>2,982,227.00</b>	<b>1,728,821.91</b>



**Town of Fort Frances  
General Fund (Operating)  
Actuals as at May 31, 2013**

		Actuals to Date	2013 Budget	Variance
<b>PLANNING AND DEVELOPMENT</b>				
150	Civic Centre	22,230.84	93,790.00	71,559.16
271	By-Law Enforcement	45,312.97	126,280.00	80,967.03
272	Animal Shelter	3,391.79	10,163.00	6,771.21
813	Building Official	76,659.19	10,816.00	(65,843.19)
815	Planning & Zoning	40,539.08	94,552.00	54,012.92
	<b>Total Planning and Development</b>	<b>188,133.87</b>	<b>335,601.00</b>	<b>147,467.13</b>
	<b>Sub-Total General Fund (Operating)</b>	<b>427,840.12</b>	<b>(1.00)</b>	<b>(427,841.12)</b>
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	427,840.12 -	1.00 -	427,841.12
	<b>TOTAL BUDGET - Revenue</b>	<b>(9,644,886.62)</b>	<b>(22,505,675.00)</b>	<b>(12,860,788.38)</b>
	<b>TOTAL BUDGET - Expenditures</b>	<b>10,072,726.74</b>	<b>22,505,675.00</b>	<b>12,432,948.26</b>
		<b>427,840.12</b>	<b>0.00</b>	<b>(427,840.12)</b>

# **Water and Sewer Fund (Operating)** **Actuals to May 31, 2013**

<b>WATER</b>		<b>Actuals to Date</b>	<b>2013</b>	<b>Variance</b>
961	Waterworks Administration	(591,419.67)	(663,561.00)	(72,141.33)
965	Water Treatment Plant	140,701.69	537,917.00	397,215.31
966	Water Storage Facility	9,938.43	125,644.00	115,705.57
		(440,779.55)	0.00	440,779.55
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		<b>(440,779.55)</b>	<b>0.00</b>	<b>440,779.55</b>

<b>SEWER</b>		<b>Actual to Date</b>	<b>2013 Budget</b>	<b>Variance</b>
410	Sanitary Sewer Administration	(561,873.00)	(694,070.00)	(132,197.00)
413	Sewage Treatment Plant	257,879.62	694,070.00	436,190.38
		(303,993.38)	0.00	303,993.38
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		<b>(303,993.38)</b>	<b>0.00</b>	<b>303,993.38</b>

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at May 31, 2013**

		Actual to Date	2013 Budget	Variance
	<b>Administration</b>			
C-140-0490-0952	Contribution from Reserve Funds		(62,000.00)	(62,000.00)
C-140-9109-0000	Server Upgrades	1,779.79	42,000.00	40,220.21
	Computer/Network Upgrades		20,000.00	20,000.00
	Total Revenue	-	(62,000.00)	(62,000.00)
	Total Expenditures	1,779.79	62,000.00	60,220.21
	<b>TOTAL ADMINISTRATION</b>	<b>1,779.79</b>	<b>-</b>	<b>(1,779.79)</b>
	<b>Honeywell Project</b>			
C-105-0490-0400	Federal Grants	(9,676.53)	(127,338.00)	(117,661.47)
C-105-0490-0490	OPA/FFPC Grants		(135,087.00)	(135,087.00)
C-105-0490-0942	Long-term Debt Loan		(1,243,000.00)	(1,243,000.00)
C-105-9280-0000	Honeywell Improvement Project	685,766.78	1,505,425.00	819,658.22
	Total Revenue	(9,676.53)	(1,505,425.00)	(1,495,748.47)
	Total Expenditures	685,766.78	1,505,425.00	819,658.22
	<b>TOTAL CIVIC CENTRE</b>	<b>676,090.25</b>	<b>-</b>	<b>(676,090.25)</b>
	<b>EMERGENCY SERVICES</b>			
C-211-0490-0952	Contribution from Reserve Funds		(8,000.00)	(8,000.00)
C-211-9239-1431	Fire Hose Replacement		4,000.00	4,000.00
C-211-9264-1471	Compressor/Fill Station		4,000.00	4,000.00
	Total Revenue	-	(8,000.00)	(8,000.00)
	Total Expenditures	-	8,000.00	8,000.00
	<b>TOTAL EMERGENCY SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>PUBLIC WORKS</b>			
	<b><u>Transportation</u></b>			
C-310-0490-0406	AMO Federal Gas Tax			-
C-360-0490-0412/360	Provincial Grant	(25,731.89)	(25,531.00)	200.89
C-310-0490-0952/320/33	Contribution from Reserve Funds		(13,000.00)	(13,000.00)
C-313-0490-0400/C320	Federal Gas Tax Reserve		(404,832.00)	(404,832.00)
C-350-0490-0954	Contribution from Revenue Fund (O&F)			-
C-310-1620-5390	Transfer to FGT Reserve Fund			-
C-310-9105-1471	Small Equipment Purchases		8,000.00	8,000.00
C-313-9258-1523	2nd St-Central to Mowat & Mowat from 2nd to 3rd	340.90	203,832.00	203,491.10
C-313-9259-1523	Williams Ave from 5th St to 3rd St		201,000.00	201,000.00
C-345-9135-1471	Pole Replacement		5,000.00	5,000.00
C-360-9123-1471	GIS Equipment & Mapping			-
C-360-9261-1523	Asset Management Plan		25,531.00	25,531.00
	<b><u>Airport</u></b>			
C-390-0490-0400	Federal Grant		(225,000.00)	(225,000.00)
C-390-0490-0952	Contribution from Reserve Funds		(10,000.00)	(10,000.00)
C-390-9256-1523	Remove Underground Fuel Storage Tank		10,000.00	10,000.00
C-390-9257-1471	Front End Loader c/w sweeper		225,000.00	225,000.00



**Town of Fort Frances**  
**Capital Fund Budget vs Actual**  
**as at May 31, 2013**

	Actual to Date	2013 Budget	Variance
<b><u>Parks</u></b>			
C-580-0490-0952/C-585	Contribution from Reserve Funds	(20,000.00)	(20,000.00)
C-586-0430-0632	Lions Millennium Park- Donations	(1,000.00)	1,000.00
C-580-9105-1471	Small Equipment Replacement	5,000.00	5,000.00
C-580-9157-1471	Replace Riding Tractors	4,883.47	116.53
C-582-9256-1523	FF Cemetery-remove underground fuel tank	10,000.00	10,000.00
C-585-9108-1471	Dock Repairs		-
C-586-1620-5390	Transfer to Reserve Fund		-
C-586-9232-1523	Lions Park Contracted Works		-
	Total Revenue	(26,731.89)	(671,631.11)
	Total Expenditures	5,224.37	693,138.63
	<b>TOTAL PUBLIC WORKS</b>	<b>(21,507.52)</b>	<b>21,507.52</b>
<b><u>FORT FRANCES CHILDREN'S COMPLEX</u></b>			
C-641-0490-0436	Health & Safety Grant (DSSAB)	(47,000.00)	(47,000.00)
C-641-0490-0952	Contribution from Reserve Funds		-
C-641-9105-0000	Small Capital Purchases		-
C-641-9106-0000	Health & Safety	22,000.00	22,000.00
C-641-9253-0000	Infant Care Feasibility Study	25,000.00	25,000.00
	Total Revenue	-	(47,000.00)
	Total Expenditures	-	47,000.00
	<b>TOTAL FFCC</b>	<b>-</b>	<b>-</b>
<b><u>SISTER KENNEDY CENTRE</u></b>			
C-622-0490-0448	Provincial Grant	(25,000.00)	(25,000.00)
C-622-0490-0952	Contribution from Reserve Funds		-
C-622-9105-0000	Small Capital Purchases		-
C-622-9108-1523	Centre Upgrades		-
C-622-9133-0000	Enabling Accessibility Van	25,000.00	25,000.00
	Total Revenue	-	(25,000.00)
	Total Expenditures	-	25,000.00
	<b>TOTAL SKC</b>	<b>-</b>	<b>-</b>
<b><u>MSC/Recreation</u></b>			
C-722-0490-0952/C740	Contribution from Reserve Funds	(68,600.00)	(68,600.00)
C-740-04300632	Donations		-
C-740-0490-0412	Provincial Grant	(52,000.00)	(52,000.00)
C-740-0490-0437	Kiwanis Club Grant		-
C-740-0490-0952	Contribution from Reserve Funds	(13,000.00)	(13,000.00)
C-722-9262-1523	52 Canadian Condenser Replacement	68,600.00	68,600.00
C-740-9105-0000	Sunny Cove Camp Small Equipment		-
C-740-9108-1523	Sunny Cove Russell Hall Upgrades	65,000.00	65,000.00
	Total Revenue	-	(133,600.00)
	Total Expenditures	-	133,600.00
	<b>TOTAL MSC</b>	<b>-</b>	<b>-</b>

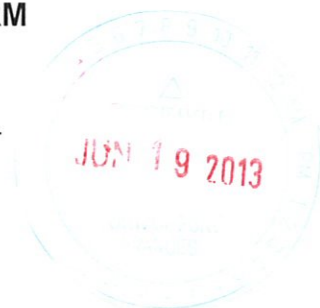
**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at May 31, 2013**

		Actual to Date	2013 Budget	Variance
	<b>LIBRARY</b>			
C-781-0490-0400	Federal Grant (CAPP)			-
C-781-0490-0952	Contribution from Reserve Funds			-
C-781-9109-0000	Computer Equipment			-
	Total Revenue	-	-	-
	Total Expenditures	-	-	-
	<b>TOTAL LIBRARY</b>	-	-	-
	<b>MUSEUM</b>			
C-791-0490-0412	Provincial Grant		(2,115.00)	(2,115.00)
C-791-0490-0632	Donations	(1,975.00)		1,975.00
C-791-0490-0952	Contribution from Reserve Funds		(529.00)	(529.00)
C-791-9109-0000	Computer/Scanner	951.67	2,189.00	1,237.33
C-791-9263-0000	Photo Studio Lighting		455.00	455.00
	Total Revenue	(1,975.00)	(2,644.00)	(669.00)
	Total Expenditures	951.67	2,644.00	1,692.33
	<b>TOTAL MUSEUM</b>	<b>(1,023.33)</b>	<b>-</b>	<b>1,023.33</b>
	<b>PLANNING &amp; DEVELOPMENT</b>			
C-122-0490-0952	Contribution from Reserve Funds		(229,383.00)	(229,383.00)
C-122-9281-1523-9282	Huffman Demolition	52,864.56	229,383.00	176,518.44
C-815-9123-1471	GIS Expense			-
	Total Revenue	-	(229,383.00)	(229,383.00)
	Total Expenditures	52,864.56	229,383.00	176,518.44
	<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>52,864.56</b>	<b>-</b>	<b>(52,864.56)</b>
	<b>SANITARY SEWER</b>			
C-410-0490-0400	Federal Gas Tax Funds		(110,084.00)	(110,084.00)
C-410-0490-0412	Provincial Grants		(212,000.00)	(212,000.00)
C-410-0490-0952	Contribution from Reserve Funds		(395,102.00)	(395,102.00)
C-410-0490-0954	Contribution from Revenue Funds		(441,829.00)	(441,829.00)
C-410-9105-1471	Sanitary Sewer Small Tools	3,452.37	10,000.00	6,547.63
C-410-9123-1471	GIS Equipment & Mapping			-
C-410-9138-1523	Sanitary Manholes		50,000.00	50,000.00
C-410-9179-1523	Infiltration & Inflow Study (Year 3 of 3)		37,500.00	37,500.00
C-410-9258-1523	2nd St-Central to Mowat & Mowat-2nd to 3rd		578,156.00	578,156.00
C-410-9259-1523	Williams Ave-from 5th St to 3rd St		343,954.00	343,954.00
C-410-9282-1523	Development of Huffman Property		139,405.00	139,405.00
	Total Revenue	-	(1,159,015.00)	(1,159,015.00)
	Total Expenditures	3,452.37	1,159,015.00	1,155,562.63
	<b>TOTAL SANITARY SEWER</b>	<b>3,452.37</b>	<b>-</b>	<b>(3,452.37)</b>
	<b>SEWAGE TREATMENT PLANT</b>			
C-410-0490-0952	Contribution from Reserve Funds		(130,457.00)	(130,457.00)
C-413-0490-0954	Contribution from Revenue Fund		(150,520.00)	(150,520.00)
C-410-9280-0000	STP-Honeywell Improvements	28,496.38	130,457.00	101,960.62
C-413-9105-1471	Small Miscellaneous Capital	870.89	150,520.00	149,649.11
C-413-9105-1523	Small Miscellaneous Capital - Contracted Works	5,596.80		(5,596.80)
	Total Revenue	-	(280,977.00)	(280,977.00)

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at May 31, 2013**

	Actual to Date	2013 Budget	Variance
Total Expenditures	34,964.07	280,977.00	246,012.93
<b>TOTAL STP</b>	<b>34,964.07</b>	<b>-</b>	<b>(34,964.07)</b>
<b>WATERWORKS ADMINISTRATION</b>			
C-961-0490-0400 Federal Gas Tax Funds		(110,084.00)	(110,084.00)
C-961-0490-0412 Provincial Grants		(212,000.00)	(212,000.00)
C-961-0490-0952 Contribution from Reserve Funds		(192,514.00)	(192,514.00)
C-961-0490-0954 Contribution from Revenue Fund		(719,602.00)	(719,602.00)
C-961-9105-1471 Miscellaneous Tools/Equipment	218.78	33,000.00	32,781.22
C-961-9123-1471 GIS Equipment & Mapping			-
C-961-9137-1523 Replacing Main Line Water Valves/Hydrants	651.13	97,935.00	97,283.87
C-961-9179-1523 Infiltration & Inflow Study (Year 3 of 3)		37,500.00	37,500.00
C-961-9247-1523 Kigs Hwy - Pit Rd to east of Daniel Ave	2,604.35	-	(2,604.35)
C-961-9238-1523 Geo/Engineering Contracted Works			-
C-961-9258-1523 2nd St-Central to Mowat & Mowat-2nd to 3rd		489,080.00	489,080.00
C-961-9259-1523 Williams Ave-from 5th St to 3rd St		384,171.00	384,171.00
C-961-9282-1523 Development of Huffman Property		192,514.00	192,514.00
Total Revenue	-	(1,234,200.00)	(1,234,200.00)
Total Expenditures	3,474.26	1,234,200.00	1,230,725.74
<b>TOTAL WATERWORKS ADMIN</b>	<b>3,474.26</b>	<b>-</b>	<b>(3,474.26)</b>
<b>WATER TREATMENT PLANT</b>			
C-965-0490-0952 Contribution from Reserve Funds		(144,808.00)	(144,808.00)
C-965-0490-0954 Contribution from Revenue Fund		(264,558.00)	(264,558.00)
C-965-9105-1471 Misc. Small Capital	6,702.61	40,000.00	33,297.39
C-965-9152-1471/1523 Replace In-Plant Potable Water Lines	28,490.02	27,000.00	(1,490.02)
C-965-9260-1471 Backup Generator		130,000.00	130,000.00
C-965-9252-1523 Honeywell - WTP Boilers	4,548.98		(4,548.98)
C-965-9254-1523 Honeywell - Elec Motors High Lift Pumps	66,244.55		(66,244.55)
C-965-9280-1523 Honeywell Improvements	8,539.30	212,366.00	203,826.70
Total Revenue	-	(409,366.00)	(409,366.00)
Total Expenditures	114,525.46	409,366.00	294,840.54
<b>TOTAL WTP</b>	<b>114,525.46</b>	<b>-</b>	<b>(114,525.46)</b>
<b>TOTAL REVENUE</b>	<b>(38,383.42)</b>	<b>(5,794,973.00)</b>	<b>(5,756,589.58)</b>
<b>TOTAL EXPENDITURES</b>	<b>903,003.33</b>	<b>5,794,973.00</b>	<b>4,891,969.67</b>
<b>TOTAL CAPITAL</b>	<b>864,619.91</b>	<b>-</b>	<b>(864,619.91)</b>



**WASTE DISPOSAL SITE MONTHLY INSPECTION FORM**MONTH: April 2013 INSPECTION DATE/TIME: May 1, 2013 @ 3:00 p.m.OPERATOR: Tom VeertTOWN OF FORT FRANCES REPRESENTATIVE: Douglas Herr

	YES	NO
1) Adequate signs posted	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2) Scavaging	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3) Operating According to Conditions on Certificate of Approval	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	SATISFACTORY	UNSATISFACTORY
4) Compaction of Refuse	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5) Cover of Refuse	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6) Housekeeping of Site	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7) Working Face	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8) Number of Dumping Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9) Segregation of Refuse	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10) Controlling Litter	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**GENERAL COMMENTS:**

- Garbage Disposal Area – Keep garbage covered on a regular basis. Garbage turn around area is in satisfactory condition.
- Steel Refuge Area: Turn around area is in satisfactory condition.
- Propane tank disposal area: satisfactory condition.
- Wood Refuge: Wood refuge turn around area in satisfactory condition.
- Weigh scale operating well since the last inspection.

6. Trillum, contractor for Lakewood Tire removed some tires from the landfill site.
7. Road access to landfill scale and disposal areas in satisfactory condition.

c.c. Tom Veert, Contractor  
Doug Brown, Manager Operations & Facilities

P:Landfill Inspection Form - April 2013

**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**(April 2013)**

**STAFFING:**

See Operations Statistics (April) 2013 prepared by M. Strachan, Superintendent of Transportation

**OVERTIME HOURS - Equivalent Straight Time Hours**

See Operations Statistics (April) 2013 prepared by M. Strachan, Superintendent of Transportation

**WATER DISTRIBUTION:**Water Main Breaks:

- Number of water main breaks: None

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of main valve repairs: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water main valve repairs: None

Water Service Terminations:

- Number of water service repairs: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twenty One (21)
  - 360 Third St. E., 1007 Williams Ave., 919 Frenette Ave., 1209 Second St. E., 909 Armit Ave. (2),
  - 928 Frenette Ave., 838 Third St. W., 700 Scott St. (2), 162 Third St. W. (2), 8 Armstrong Pl.,
  - 1025 River Rd. W., 516 Third St. W., 622 Third St. E., 951 McIrvine Rd. N., 908 Christie Ave.,
  - 554 Webster Ave., 1444 Colonization Rd. W. and 210 Butler Ave.



Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: Thirty Four (34)
  - 814 Scott St., 298 Scott St., 225 Scott St., 400 Portage Ave., 244 Scott St., 600 Scott St., 981 King's Hwy.,
  - 1509 School Rd., 1150 Portage Ave., 259 Scott St., 1037 First St. E., 221 Scott St., 216 Scott St.,
  - 343 Fifth St. E., 835 McKenzie Ave. N., 220 Scott St., 528 Second St. E., 209 Scott St., 1460 Idylwild Dr.,
  - 1201 Idylwild Dr., 801 Colonization Rd. E. (2), 950 McIrvine Rd. N., 228 Scott St., 1100 Scott St.,
  - 432 Scott St., 262 Church St., 116 First St. E., 522 Second St. E., 800 Sixth St. W., 881 Sixth St. W.,
  - 281 Second St. E. and 369 Scott St. (2)

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Replaced missing markers on fire hydrants.
- April 2 & 3, 2013 - Completed lead sampling as per O. Reg. 170/03.
- April 16, 2013 - Sunset Protection Systems completed the annual fire alarm inspection and exit/emergency lighting.
- April 24, 2013 - Radio Detection locator use training. Instructor James Debrecen, Thermal Cameras/Cable & Pipe Locator Specialist from EECOL Electric in Winnipeg, Manitoba.

**WATER TREATMENT PLANT:**

- April, 2013 - In receipt of the Water Treatment Facility Monthly Report.
- April 8, 2013 - Sunset Protection Systems completed the annual fire alarm inspection.

**SEWERAGE COLLECTION:**

Wastewater Main Backups:

- Number of wastewater main backup: None

Sewer Main Repairs:

- Number of sewer main repairs: None

Sewer Manhole Repairs:

- Number of sewer manhole repairs: One (1)
  - Scott St. at Butler Ave.

Sewer Service Repairs:

- Number of sewer service repairs: One (1)
  - 809 Phair Ave.

Sewer Service Terminations:

- Number of sewer service repairs: None

Sewer Service Replacements:

- Number of sewer service repairs: None

Other Information:

- Cleaned twenty six (26) plugged sewer services at the following locations:
  - 238 Second St. E., 1202 Third St. E., 1132 First St. E., 415 Second St. E., 315 Armit Ave.,
  - 417 Wright Ave., 499 Keating Ave., 620 Scott St., 700 Scott St., 607 Armit Ave., 306 Kerr Pl.,
  - 809 Phair Ave., 650 Third St. E., 713 Webster Ave., 1210 Fifth St. E., 358 Church St., 360 Church St. (2),
  - 637 Second St. E., 560 Church St., 432 Third St. E., 1334 Sixth St. E., 600 Church St., 417 First St. E.
  - 1229 Third St. E. and 1319 Colonization Rd. W.
- Traced various building sewer services.
- CCTV inspected various building sewer services.
- Sewer main flushing (Dead Ends) - Area 2 and Area 6.
- Private Work: April 16, 2013 - Flushed/cleaned sewer main in Lakeview Trailer Park, plugged. Used
- vacuum/pressure truck.

**WASTE-WATER TREATMENT FACILITY:**

- April, 2012 - Received the Wastewater Treatment Facility Monthly Report.
- April 10 & 11, 2012 - Excavated and repaired broken scum return line at the sewage treatment plant.

**WASTE MANAGEMENT:**

Garbage Collection:

- Number of complaints regarding garbage collection:
  - Town - 0 complaints, Asselin's - 5 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during this period.

- Amount of residential waste delivered to the landfill:
  - 190,770 kgs (190.77 tonnes)
- Amount of ICI waste delivered to the landfill:
  - 260,470 kgs (260.47 tonnes)

Recycling:

- Number of complaints regarding recycled materials:
  - Town - 0 complaints, Asselin's - 2 complaints
- Amount of recycled waste diverted from the landfill:
  - 53,590 kgs (53.59 tonnes) Metro

Prepared By: \_\_\_\_\_

Environmental & Facilities Superintendent

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

JUN - 9 2013

2013 O & F Division Capital Program					
	Capital Code	TOTAL BUDGET	As of May 31, 2013	Variance	Notes
<b>TRANSPORTATION</b>					
Public Works Buildings/General Misc					
Public Works Small Equipment	C-310-9105-1471	\$8,000.00		\$8,000.00	
		\$8,000.00	\$0.00	\$8,000.00	0.00%
<b>GIS/Engineering Services</b>					
Develop of Asset Management Plan - by Dec 31/13	C-360-9261-1523	\$25,531.00		\$25,531.00	Demo Twice Public Sector Digest software for all town staff/FFPC - Kenora presently utilizes citywide TA/works/CPA/GIS
		\$25,531.00	\$0.00	\$25,531.00	0.00%
<b>Roads</b>					
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave & Mowat Ave from 2nd St to 3rd St.	C-313-9258-1523	\$203,832.00	\$340.90	\$203,491.10	Awarded Contract to Makkinga on Feb. 19, 2013 schedule to start work on July 2nd, 2013
Williams Ave from 5th St to 3rd St (190 meters)	C-313-9259-1523	\$201,000.00		\$201,000.00	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
		\$404,832.00	\$340.90	\$404,491.10	0.08%
<b>Streetlight Pole Replacement</b>					
Pole Replacement	C-345-9135-1471	\$5,000.00		\$5,000.00	
		\$5,000.00	\$0.00	\$5,000.00	0.00%
		\$443,363.00	\$340.90	\$443,022.10	0.08%
<b>TOTAL TRANSPORTATION</b>					
<b>PARKS &amp; CEMETERIES</b>					
<b>Parks</b>					
Small Equipment Replacement (Mowers & whipper snippers)	C-580-9105-1471	\$5,000.00		\$5,000.00	
<b>Cemeteries</b>					
Replace 1999 275 JD Tractor with X360 Tractor	C-580-9157-1471	\$5,000.00	\$4,883.47	\$116.53	New tractor on-site middle of May, 2013
Fort Frances Cemetery - Remove old Underground Fuel Tank	C-582-9256-1523	\$10,000.00		\$10,000.00	Letter to TSSA on February 7, 2013
<b>TOTAL PARKS &amp; CEMETERIES</b>		\$20,000.00	\$4,883.47	\$15,116.53	24.42%
<b>AIRPORT</b>					
Remove Underground Fuel Storage Tank	C-390-9256-1523	\$10,000.00		\$10,000.00	Letter to TSSA on February 7, 2013
Front End Loader c/w Sweeper - Dependant on ACAP Funding	C-390-9257-1471	\$225,000.00		\$225,000.00	
<b>TOTAL AIRPORT</b>		\$235,000.00	\$0.00	\$235,000.00	0.00%



2013 O & F Division Capital Program					TOTAL BUDGET		As of May 31, 2013	Variance	Notes
ENVIRONMENT					Capital Code				
<i>Sanitary Sewer - Collection System</i>									
Tools & Equipment					C-410-9105-1471			\$6,547.63	
Refurbishing Sanitary Manholes					C-410-9138-1523	\$10,000.00	\$3,452.37	\$50,000.00	
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave & Mowat Ave from 2nd St to 3rd St.					C-410-9258-1523	\$578,156.00		\$578,156.00	Awarded Contract to Makkinga on Feb. 19, 2013 schedule to start work on July 2, 2013
Williams Ave from 5th St to 3rd St (190 meters)					C-410-9259-1523	\$343,954.00		\$343,954.00	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Residential Development of old Huffman School Property					C-410-9282-1523	\$139,405.00		\$139,405.00	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Year 3 of 3 Phase design for Infrastructure Renewal Project					C-410-9179-1523	\$37,500.00		\$37,500.00	
<i>Sewage Treatment Plant</i>						\$1,159,015.00	\$3,452.37	\$1,155,562.63	0.30%
Misc Capital Upgrades					C-413-9105-1471	\$150,520.00	\$6,467.69	\$144,052.31	
Honeywell Improvements					C-410-9280-0000	\$130,457.00	\$28,496.38	\$101,960.62	
<i>Water System</i>						\$280,977.00	\$34,964.07	\$246,012.93	12.44%
<i>Water Distribution System</i>									
Replacing Main Line Water Valves/Hydrants					C-961-9137-1523	\$97,935.00	\$651.13	\$97,283.87	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Leak Detection Equipment					C-961-9105-1471	\$23,000.00	\$218.78	\$22,781.22	
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave & Mowat Ave from 2nd St to 3rd St.					C-961-9258-1523	\$489,080.00	\$2,604.35	\$486,475.65	Awarded Contract to Makkinga on Feb. 19, 2013 schedule to start work on July 2nd, 2013
Williams Ave from 5th St to 3rd St (190 meters)					C-961-9259-1523	\$384,171.00		\$384,171.00	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Residential Development of old Huffman School Property					C-961-9282-1523	\$192,514.00		\$192,514.00	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Year 3 of 3 Phase design for Infrastructure Renewal Project					C-961-9179-1523	\$37,500.00		\$37,500.00	
General Misc Tools/Equipment					C-961-9105-1471	\$10,000.00		\$10,000.00	
<i>Water Treatment Plant</i>						\$1,234,200.00	\$3,474.26	\$1,230,725.74	0.28%
Misc Small Capital Equipment					C-965-9105-1471	\$40,000.00	\$6,702.61	\$33,297.39	
Replace In-Plant Water Lines					C-965-9152-1471	\$27,000.00	\$28,490.02	-\$1,490.02	Prydes plumbing completed work - labelling piping still outstanding
Honeywell Improvements					C-965-9280-1523	\$212,366.00	\$79,332.88	\$133,033.12	Discussions with Honeywell to complete this work with energy retrofit work at WTP
Backup Generator					C-965-9260-1471	\$130,000.00		\$130,000.00	27.98%
TOTAL ENVIRONMENT						\$409,366.00	\$114,525.51	\$294,840.49	5.07%
TOTAL O & F Division						\$3,083,558.00	\$156,416.21	\$2,927,141.79	
						\$3,781,921.00	\$161,640.58	\$3,620,280.42	4.27%

JanCFN&town2011waterdata

**Aircraft Landings 2013**  
As of May 31, 2013 - Airport Statistics -

Month	Bearskin Flights			Bearskin Passengers			Government			Private			Med-l-vacs			International			Commercial			Totals			Variance 2013-2012
	2013	2012	2011	2013	2012	2011	2013	2012	2011	2013	2012	2011	2013	2012	2011	2013	2012	2011	2013	2012	2011	2013	2012	2011	
January	79	90	93	306	447	354	0		0	11	4	3	33	41	44	2	3	5	40	50	45	165	188	190	-23
February	75	90	80	370	465	380	7		0	16	16	7	49	45	45	2	5	4	46	41	40	195	197	176	-2
March	87	89	97	435	469	381	6	5	4	13	8	21	40	44	45	7	4	9	47	56	56	200	206	232	-6
1/4 Total	241	269	270	1111	1381	1115	13	5	4	40	28	31	122	130	134	11	12	18	133	147	141	560	591	598	-31
April	83	87	77	448	408	329	1	2	0	26	18	26	34	36	30	4	13	4	49	50	55	197	206	192	-9
May	89	90	96	408	402	374	7	7	13	45	14	38	43	59	46	25	35	37	71	73	83	280	278	313	2
June		89	92		399	429		12	5		48	64		44	47	104	104		76	95		0	373	407	-373
1/2 Total	413	535	535	1967	2590	2247	21	26	22	111	108	159	199	269	257	40	164	163	253	346	374	1037	1448	1510	-411
July		89	92		414	389		7	2		80	52		29	35	95	97		111	72		0	411	350	-411
August		88	90		352	373		0	0		45	38		52	42	81	62		89	71		0	355	303	-355
September		81	88		410	312		7	4		51	42		34	42	40	53		61	80		0	274	309	-274
3/4 Total	413	793	805	1967	3766	3321	21	40	28	111	284	291	199	384	376	40	380	375	253	607	597	1037	2488	2472	-1451
October		87	88		432	371		11	5		22	36		37	61	9	19		73	72		0	239	281	-239
November		78	93		361	492		2	2		13	9		44	46	4	5	4	53	52		0	195	206	-195
December		67	78		248	325		1	0		7	4		28	39	5	4	6	54	46		0	161	173	-161
Total	413	1025	1064	1967	4807	4509	21	54	35	111	326	340	199	493	522	40	398	404	253	787	767	1037	3083	3132	-2046

Dec 18 2013



Fort Frances Airport- Page 2/2 - Fuel Sales - As of May 31, 2013																			
Fuel Sales Recap - 2013																			
	100LL		Jet Trk		Jet Cab		Month	Year	2012	2011	2010	2009	2008	2007	6 year	Variance 2013-2012			
	Liters	Total	Liters	Total	Liters	Total	Total			per	month	per	Month	per	Average	per month			
Month																			
January	663	6,553	0	0	0	0	7,216	7,216	10,252	7,308	10,971	15,989	29,926	16,283	15,122	-3,036			
February	549	1,212	5,501	12,054	147	147	13,413	13,413	6,918	3,687	5,782	13,135	21,134	11,782	10,406	-721			
March	750	1,962	10,784	22,838	543	690	25,490	25,490	9,329	10,390	15,539	9,612	27,435	19,969	15,379	2,748			
April	1,044	3,006	3,409	26,005	0	690	29,943	29,943	8,251	5,294	24,825	10,676	22,466	28,609	16,687	-3,798			
May	1,950	4,956	16,400	42,405	0	690	48,293	48,293	21,891	19,790	25,375	24,033	30,287	47,258	28,106	-3,541			
June							0		23,537	25,723	27,768	22,395	35,995	40,736	29,359	-23,537			
July							0		32,650	19,124	30,455	24,925	33,390	44,875	30,903	-32,650			
August							0		30,783	21,467	33,139	28,250	40,177	41,630	32,574	-30,783			
September							0		19,431	22,511	23,363	18,937	28,822	30,341	23,901	-19,431			
October							0		11,325	13,677	15,033	21,304	16,631	28,020	17,665	-11,325			
November							0		8,170	6,785	17,747	10,754	16,951	16,842	12,875	-8,170			
December							0		8,179	2,446	7,641	7,596	13,083	14,733	8,946	-8,179			
Total							48,293		190,716	158,202	237,638	207,606	316,297	341,078	241,923				
								Jan to May	56,641										

Jan to May

JUN 19 2013