

# TOWN OF FORT FRANCES

AGENDA - September 9, 2013

## COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 108) 5:30 p.m. to 7:10 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: 5:31 p.m. to 6:30 p.m.**

4.1 Doctor Recruitment (A. Katz, President and CEO, Riverside Health Care Facilities Inc. and Dr. J. Shack, Chair, Fort Frances Recruitment Committee will be in attendance).

4.2 Servicing Agreement.

4.3 Application to Boards and Committees re: Museum Advisory Committee.

4.4 Non Agenda Items: 6:35 p.m.

### **5. Public Session Resumes in Council Chambers: 6:40 p.m.**

### **6. Consent Agenda: 6:40 p.m. to 6:45 p.m.**

6.1 Gold Star Taxi Request for Tariff. 3 - 4

6.2 Minutes of Settlement - Requests for Reconsideration re: Gas Distribution Lines (2013). 5 - 11

6.3 Mark McCaig, CAO - Purchase Card Expenses. 12 - 15

6.4 Mark McCaig, CAO - AMO Conference Travel Expenses. 16 - 17

### **7. Administration and Finance Division - 6:45 p.m. to 6:50 p.m.**

7.1 Mayor Roy Avis - AMO Conference Travel and Per Diem Claims. 18 - 24

7.2 Councillor Andrew Hallikas - AMO Conference Travel and Per Diem Claims. 25 - 27

7.3 Councillor Paul Ryan - AMO Conference Travel and Per Diem Claims. 28 - 33

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7.4 2014 Budget Timetable.	34 - 35
<b>8. Planning and Development Division - 6:50 p.m. to 6:55 p.m.</b>	
8.1 Deeming - Lots on Plan SM-122 ( <i>Item to be Reconsidered</i> ).	36 - 38
<b>9. Operations and Facilities Division: 6:55 p.m. to 7:00 p.m.</b>	
9.1 Update on Capital Projects	
<b>10. Information:</b>	
10.1 Administration and Finance Department Stats for the period ending July 31, 2013.	39 - 40
10.2 Town of Fort Frances - Capital Fund Budget vs Actual as at July 31, 2013.	41 - 44
10.3 Town of Fort Frances General Fund (Operating) and Water and Sewer Fund (Operating) - Actuals as at July 31, 2013.	45 - 48
<b>11. Non-agenda items: 7:05 p.m.</b>	



Report To: Mayor & Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Gold Star Taxi Request for Tariff

Council will recall at the regular meeting held August 26, 2013 that a request for Taxi Tariff was referred to the Planning & Development Executive Committee for recommendation.

This request is for Gold Star Taxi, owned & operated by Doug Derendorf. The Taxi Tariff Request has been researched by this office and is identical to the rates currently being charged by Royal Taxi & North Air Services and is also the current Tariff Rates as per By-Law 57/05. A copy of the Tariff Card has been attached for your reference.

The Planning & Development Executive Committee recommended at their meeting September 3, 2013 that Council approve the Taxi Tariff Rates for Gold Star Taxi.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Patrick Briere", written over a horizontal line.

Patrick Briere  
By-Law Enforcement Officer

**Council approval of this report will:** a) Approve tariff rates as per request being; \$4.20 for the first .25 kilometer or part thereof, \$0.10 cents for each .043 kilometers or part thereafter and waiting time to be set at \$40.00 per hour.

## **Taxi Meter Rates**

1. Four Dollars and Twenty Cents (\$4.20) for the first .25 kilometers or part thereof;
2. Ten (.10) Cents for each .043 kilometers or part thereof thereafter;
3. For waiting time, the charge shall be at the rate of Forty Dollars per hour.
4. For any deliveries, the charge will be the meter rate with a minimum of Three Dollars and Fifty Cents (\$3.50) for each delivery.

The foregoing rates are inclusive of the Harmonized Sales Tax (HST).

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**THE DRIVER/OWNER OF EVERY TAXI SHALL PLACE THIS  
TARIFF CARD IN A POSITION CLEARLY VISIBLE TO THE TAXI  
PASSENGER(S).**

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**ALL TAXI-CABS SHALL AT ALL TIMES OPENLY DISPLAY IN A  
MANNER VISIBLE TO ALL PASSENGERS:**

1. The name of the Taxi Owner.
  2. Driver shall have Photo ID Card Displayed.
- 





## TOWN OF FORT FRANCES

### ADMINISTRATION & FINANCE DIVISION

### TREASURY REPORT 2013/84

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

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** September 4, 2013

**SUBJECT:** MOS – Requests for Reconsideration  
 Re: Gas Distributions Lines (2013) Roll #59-12-030-007-24300-0000

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#### BACKGROUND

Attached are the Minutes of Settlement for the 2013 taxation years under Section 39.1 of the *Assessment Act* from MPAC with regard to the following property

1. Gas Distribution Lines – Pipeline CVA reduction from 2,691,250 to 2,221,604 resulting from updated property data.

At the July 22, 2013 Council meeting, Treasurer Report 2013/71 recommendation that the Minutes of Settlement for the Gas Distribution Lines not be accepted at that time pending further investigation. MPAC has advised that Union Gas added a large amount of pipe in our region for which omit/supplemental assessments were issued for 2011 and 2012. After the new pipe was installed the older pipe was removed resulting in M.O.S. (Minutes of Settlement). Please see the attached information prepared by Tara Rajala, Tax Administrator providing a summary of pipeline increase and/or M.O.S. for area municipalities contacted.

The Municipality may object to the *Request for Consideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced properties filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. applications.

That total financial impact of the Minutes of Settlement is \$25,742.42 consisting of a reduction of municipal revenue of \$19,824.88 and education revenue of \$5,917.54 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

#### RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council appeal the Minutes of Settlement (M.O.S.) received for Roll Number 59-12-030-007-24300-0000 for Gas Distribution Lines located within the Town of Fort Frances.

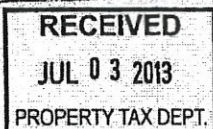
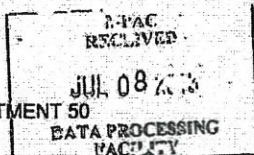
Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to appeal the Minutes of Settlement received for Roll Number 59-12-030-007-24300-0000 Gas Distribution Lines located within the Town of Fort Frances.



MUNICIPAL PROPERTY  
ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION  
FONCIÈRE DES MUNICIPALITÉS

# Request for Reconsideration Minutes of Settlement 2013 Tax Year

UNION GAS LIMITED  
PROPERTY TAX DEPARTMENT 50  
PO BOX 2001 STN MAIN  
CHATHAM ON N7M 5M1



## Questions?

Call 1 866 296-MPAC (6722)  
1 877 889-MPAC (6722) TTY  
Monday to Friday - 8 a.m. to 5 p.m.  
Web [www.mpac.ca](http://www.mpac.ca)  
Fax 1 866 297-6703  
Write P.O. Box 9808 Toronto, ON M1S 5T9

If you have any accessibility needs,  
please contact MPAC for assistance.

The Municipal Property Assessment Corporation (MPAC) received a Request for Reconsideration (R/R) for the property identified below. As a result of MPAC's review, we recommend your property assessment be revised according to the settlement shown below.

<b>Roll number</b>	59-12-030-007-24300-0000	
<b>Property location and description</b>	GAS DISTRIBUTION LINES	
<b>Municipality</b>	FORT FRANCES TOWN	
<b>Property Assessment</b>	<b>Current</b>	<b>Revised</b>
2012 Current Value	\$2,848,000	\$2,351,000
2008 Current Value	\$2,639,000 *	\$2,178,472
<b>Property Classification</b>	Pipeline (PT)	Pipeline (PT)
<b>Tax Year</b>	<b>Phased-In Assessment</b>	<b>Phased-In Assessment</b>
2013	\$2,691,250	\$2,221,604
2014	\$2,743,500	\$2,264,736
2015	\$2,795,750	\$2,307,868
2016	\$2,848,000	\$2,351,000

## Reason(s) why your property assessment changed

- Updated property data

Please see reverse

\* 2012 CVA 2,510,000  
2012 Supp 129,000  
2,639,000

Please check the appropriate box and sign below

☒ accept my revised assessment

or

☐ reject my revised assessment.

By signing, I agree the Request for Reconsideration (RfR) process is completed.

- I understand that if I accept the recommendation;
  - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
  - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
  - my property assessment will remain unchanged for the current year; and
  - I have the option of appealing to the Assessment Review Board by October 02, 2013.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

You must sign and return this form for the change to take effect this year.

Signature of property owner/representative X <i>Kyle Simpson</i>	Print Name X <i>Kyle Simpson</i>	Date (yyyy/mm/dd) <i>2013/07/03</i>
Signature of MPAC representative X <i>Walter Veneruzzo</i>		Date (yyyy/mm/dd) 2013/06/24
Walter Veneruzzo, Director, Valuation and Customer Relations		
Objection by Municipality		
Municipal Signature X	Print Name X	Date (yyyy/mm/dd)

To finalize your RfR, your signed Minutes can be mailed in the prepaid envelope provided or faxed to 1 866 297-6703.

Last date for a Municipal Appeal: **October 9, 2013**

PLEASE NOTE: If there is any change in the law that affects the determination of the adjusted 2008 CVA used as the starting point to determine the phased-in assessments in these Minutes of Settlement, MPAC reserves the right to re-state the phase-in amounts included in the Settlement to comply with the statutory or regulatory change.

Tax Year: 2013 Roll Number: 59-12-030-007-24300-0000

2013 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS

Batch #	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	Capping Adjust	Penalty/ Interest	BIA	TOTAL
	2013	3.7.243	-469,646	PT	0.04221239	0.012600	-19,824.88					-5,917.54				-25,742.42
Minutes of Settlement							-19,824.88	0.00	0.00	0.00	0.00	-5,917.54	0.00	0.00	0.00	-25,742.42

----- Forwarded by Tara Rajala/Frances on 28/08/2013 01:20 PM -----



"Begall, Paula"  
<PAULA.BEGALL@mpac.ca>

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

cc "Morgan, Darlene" <DARLENE.MORGAN@mpac.ca>

28/08/2013 12:22 PM

Subject RE: 59-12 Minutes of Settlement

Hi Tara,

. In 2009 and 2010 Union Gas added a large amount of pipe in that region. Omits were issued for this. After the new pipe is installed the older pipe is then removed, and that is why MOS were issued.

Please let me know if you have any other questions.

Thank-you,

Paula Begall  
Municipal Relations Assistant  
807 622-1400 x249  
Paula.Begall@mpac.ca  
Fax: 807 622-1404  
Toll free: 877 268 9231 x249

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

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

Sent: Wednesday, August 28, 2013 9:32 AM

To: Begall, Paula

Subject: Re: 59-12 Minutes of Settlement

Good Morning. Thank you!

Could you help with another MOS? It is for roll #5912 030 007 24300 0000 - Union Gas Limited. I would like to get more explanation about the reason why it was reduced in value. Who should I talk to about this file? Thanks :)

Tara Rajala

Tara Rajala/Frances  
08/12/2013 12:05 PM

To Laurie Witherspoon/Frances@Frances  
cc  
bcc  
Subject Pipeline Information from District

Further to councils request for information this is what I was able to find out.

- 1) Emo, Chapple, LaValle, Kenora, Dryden, and Lake of the Woods - have experienced increases in valuation on the roll, but have not received any MOS as of yet.
- 2) Atikokan received a MOS for their property reducing the value by 2.5%
- 3) Rainy River has not responded to emails or phone call as of yet.

Tara Rajala  
Tax Administrator  
Town of Fort Frances  
P: (807) 274-5323 ext. 241  
F: (807) 274-8479  
trajala@fort-frances.com  
www.fort-frances.com

Tara Rajala/Frances  
08/13/2013 08:11 AM

To Laurie Witherspoon/Frances@Frances  
cc  
bcc  
Subject Fw: Second Request: Tax Question Re: Minutes of  
Settlement for Pipeline Properties

response from RR.

----- Forwarded by Tara Rajala/Frances on 13/08/2013 08:10 AM -----



"Town of Rainy River"  
<rainyriver@tbaytel.net>  
12/08/2013 04:27 PM

To <trajala@fort-frances.com>  
cc  
Subject RE: Second Request: Tax Question Re: Minutes of  
Settlement for Pipeline Properties

Rainy River's assessed value increased this year, not a lot but some. And in 2011 we had an omit issued increasing the assessed value by a third.

Veldron Vogan, AMCT  
Chief Administrative Officer  
Town of Rainy River  
Phone: 807-852-3978  
Fax: 807-852-3553  
www.rainyriver.ca

Note: This message is for the sole use of the intended recipient(s) and may contain confidential information. Any unauthorized review, use, disclosure or distribution is strictly prohibited. If you are not the intended recipient(s), please contact the sender by reply e-mail and destroy all copies of the original message.



## **TOWN OF FORT FRANCES ADMINISTRATION & FINANCE DIVISION TREASURY REPORT 2013/80**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** September 4, 2013  
**SUBJECT:** Mark McCaig, CAO – Purchase Card Expenses

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### **BACKGROUND**

Attached is a copy of Mark McCaig's purchase card expenses in the amount of \$31.71 for a luncheon meeting with C. Calder, Métis Ventures Inc. on July 25, 2013

The entertainment expenses are in compliance with Travel Policy No. 3.11 4. e).

### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the purchase card luncheon meeting expense incurred by M. McCaig, CAO in the amount of \$31.71.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee's recommendation to approve the purchase card expenses in the amount of \$31.71 for Mark McCaig, CAO luncheon meeting on July 25, 2013.

MARK MCCAIG  
4715- 6269CREDITS  
\$0.00PURCHASES  
\$31.71CASH ADV  
\$0.00TOTAL ACTIVITY  
\$31.71

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-26	07-25	74064493206820186376446	LA FLAMBEE FORT FRANCES ON	31.71

G 120 - 1500 - 1532

### TOWN OF FORT FRANCES - SCHEDULE "C" TRAVEL ADVANCE REQUEST

Name	Purpose of Travel
Location of Event	Dates
Signature of Division Manager	
Amount of Travel Advance	
Treasurer Signature	G.L. Code

Agenda Must be Attached to Process Payment of Advance  
Please include completed Travel expense statement (schedule B) so as to  
properly account for the HST

### TOWN OF FORT FRANCES - SCHEDULE "D" ENTERTAINMENT EXPENSE REIMBURSEMENT FORM

Name <i>MARK MCCAIG</i>	Date <i>JULY 25, 2013</i>
Names, Position, and Organization of Individuals Being Entertained	
1. <i>Mark MCCAIG TOFF</i>	
2. <i>CHINT CALDER METIS VENTURES INC</i>	
3.	
4.	
Purpose of Entertainment <i>Meeting regarding Metis Ventures building on 71A ARMIT AVE</i>	
Amount Claimed <i>\$31.71</i>	<i>Mark McCaig</i>
Treasurer Signature	Date

An itemized receipt must be attached to process payment

LA FLAMBÉE  
232 SCOTT STREET  
FORT FRANCES, ON

Term ID: 28133717

### Purchase

XXXXXXXXXXXX6269

VISA

Entry Method: C

Amount: \$ 27.57

Tip: \$ 4.14

Total: \$ 31.71

2013-07-25

14:15:36

Seq #: 0013190050

Appr Code: 061515

Resp Code: 01/027

VISA CREDIT

A0000000031010

60 53 E5 72 FE 38 DD 1E

00 00 00 00 00

F8 00

D2 96 : : 20 85 F1 9C

APPROVED  
Thank You

Customer Copy

IMPORTANT -

retain copy for your records

La Flambée  
INTERNATIONAL CUISINE

232 SCOTT ST.  
FORT FRANCES, ON P9A 1G7

CHECK NO.

102087

SERVER

Peuker Jr  
Beef dip Jr  
Perci D Perci

THANK  
YOU!

NO. OF GUESTS	2	FOOD TOTAL	
TABLE	3	HST	
DATE		SUBTOTAL	
(SEE OTHER SIDE)		BAR TOTAL	
O 5975E-b2		TOTAL	

GUESTS	DATE	TAX 1	TAX 2	\$

RECEIPT

102087

LA FLAMBÉE  
HST# 88625 2790

232 SCOTT ST.  
FORT FRANCES, ON P9A 1G7

PHONE: (807) 274-1143



## TOWN OF FORT FRANCES ADMINISTRATION & FINANCE DIVISION TREASURY REPORT 2013/81

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** September 4, 2013  
**SUBJECT:** Mark McCaig, CAO – AMO Conference Travel Expenses

### BACKGROUND

Attached is a copy of Schedule “B” Travel Expense Statement claim in the total amount of \$330.00 in regard to travel and attendance of the AMO Conference held in Ottawa from August 17 to 21, 2013 as submitted by Mark McCaig, CAO.

#### Conference Expenses

1. Meals	\$280.00
3. Per Diem (5 days)	<u>50.00</u>
Total Per Diem & Travel Claims	<u>\$ 330.00</u>

The per diem claim is in compliance with the Town of Fort Frances Travel Policy No. 3.11, Schedule ‘A’ 1. and 2.

### RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the travel expense claim in the total amount of \$330.00 for attendance at the AMO Conference held in Ottawa from August 17 - 21, 2013 as submitted by Mark McCaig, CAO.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the travel expense claim as submitted by Mark McCaig, CAO in the amount of \$330.00 to attend the AMO Conference held in Ottawa from August 17 - 21, 2013 as outlined in this report.

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

1. Attendee	<i>Mark McCaig CAO</i>							
2. Conference/Seminar Attended	<i>AMO ANNUAL</i>							
Location (Facility and City)	<i>WESTIN HOTEL - OTTAWA</i>							
Dates	<i>AUG - 17<sup>th</sup> thru 21</i>							
3.	Sun. 18	Mon. 19	Tues. 20	Wed. 21	Thurs.	Fri.	Sat. 17 <sup>th</sup>	Total
Accommodation	<i>ON</i>	<i>VISA</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>
Transportation	<i>ON</i>	<i>VISA</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>
Breakfast	<i>15.00</i>	<i>15.00</i>	<i>15.00</i>	<i>15.00</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>60.00</i>
Lunch	<i>20.00</i>	<i>—</i>	<i>20.00</i>	<i>20.00</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>60.00</i>
Dinner	<i>40.00</i>	<i>40.00</i>	<i>—</i>	<i>40.00</i>	<i>—</i>	<i>—</i>	<i>40.00</i>	<i>160.00</i>
Per Diem	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>—</i>	<i>—</i>	<i>10.00</i>	<i>50.00</i>
Other	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
	<i>—</i>		<i>—</i>		<i>—</i>		<i>—</i>	
5. Town Used Vehicle	Yes	No	Reason	Total				
Mileage Claimed	<i>KM x \$0.47 =</i>							
6. Approved				Total Expenses <i>330.00</i>				
				Advance Received <i>—</i>				
				Balance Claimed <i>330.00</i>				
				Balance Refunded				

**The agenda must be attached to process payment**

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.

*August 23/13*  
Date

*Mark McCaig*  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Manager Signature

Date	Treasurer	A / P	Cashier



## TOWN OF FORT FRANCES

### ADMINISTRATION & FINANCE DIVISION

### TREASURY REPORT 2013/82

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

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** September 4, 2013

**SUBJECT:** Mayor Roy Avis – AMO Conference Travel & Per Diem Claims

#### BACKGROUND

Attached is a copy of Schedule “B” Travel Expense Statement claim in the amount of \$1,180.43 and Travel Statement – Mayor /Council Honorarium claim in the total amount of \$675.00 for the AMO Conference attendance in Ottawa from August 18 to 21, 2013 as submitted by Mayor Roy Avis.

#### Travel Expenses

1.	Meals	\$263.00
2.	Accommodations	127.70
3.	Transportation (Equivalent to Flight)	789.73
4.	Per Diem (4 1/2days)	<u>675.00</u>
Total Per Diem & Travel Claims		<u>\$1,855.43</u>

The registration fee of \$785.35 and Ottawa hotel accommodation of \$979.71 were paid by the Town resulting in the total cost of \$3,620.49 to attend the NOMA Conference as authorized by Council.

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 \$1,855.43 for the AMO Conference attendance held in Ottawa from August 18 to 21, 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 total amount of \$1,855.43 for the AMO Conference attendance held in Ottawa from August 18 to 21, 2013


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

1.	Attendee	ROY AUIS							
2.	Conference/Seminar Attended	ASSOCIATION OF MUNICIPALITIES OF ONT.							
	Location (Facility and City)	OTTAWA CONFERENCE CENTRE OTTAWA ONTARIO							
	Dates	August 18, 19, 20, 21 2013							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation							127.70	127.70
	Transportation AIR EQUIVALENT							789.73	644.00
	Breakfast	12.00	15.00	15.00	15.00				57.00
	Lunch	16.00	20.00	20.00	20.00				56.00
	Dinner	40.00	40.00		35.00			35.00	150.00
	Per Diem								
	Other								
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
5.	Town Used Vehicle	Yes	No	Reason					Total
	Mileage Claimed	KM x \$0.47 =							
6.	Approved					Total Expenses		1180.43	934.70
						Advance Received			
						Balance Claimed		1180.43	
						Balance Refunded			

**The agenda must be attached to process payment**

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

Date August 26 2013

  
Employee Signature

Date \_\_\_\_\_

Supervisor Signature

Date \_\_\_\_\_

Division Manager Signature

Date	Treasurer	A / P	Cashier

**MainStay Suites Winnipeg (CN921)**

670 King Edward Street  
Winnipeg, MB R3H 0P2  
(204) 594-0500  
GM.CN921@choicehotels.com

BY CHOICE HOTELS

AVIS, ROY

523 COLONIZATION ROAD EAST  
FORT FRANCES, ON P9A2S1

Account: 288082370

Date: 8/24/13

Room: 135 ssc

Arrival Date: 8/16/13

Departure Date: 8/17/13

Check In Time: 8/16/13 1:25 PM

Check Out Time: 8/17/13 11:17 AM

Rewards Program ID: CN-81007653249

You were checked out by: tconst.cn921

You were checked in by: jnanes.cn921

**Total Balance Due: 0.00**

Post Date	Description	Comment	Amount
8/16/13	Room Charge	#135 AVIS, ROY	107.99
8/16/13	GST Accommodations		5.67
8/16/13	Occupancy Tax		5.40
8/16/13	PST Accommodations		8.64
8/17/13	Visa Payment	Room Charge XXXXXXXXXXXX6746	(127.70)

**Folio Summary 8/16/13 - 8/17/13**

Room Charge	107.99
PST Accommodations	8.64
Occupancy Tax	5.40
GST Accommodations	5.67
Visa Payment	(127.70)

Balance Due: **0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to Choice Privileges points.

GST# 801393695RT0001

MainStay Suites Winnipeg is a Non-Smoking Hotel. There will be a \$250.00 damage charge for smoking in the Hotel.

X \_\_\_\_\_

CHOICEprivileges

Congratulations. You are earning Choice Privileges Points for this stay.

INTERNATIONAL TRAVEL 539647 ONTARIO LTD  
265 SCOTT ST  
FORT FRANCES ONT P9A 1G8  
807 274 9895 OR 1800 465 7795  
EMAIL ADDRESS IS PHERR SHAW CA

SALES PERSON: 77 ITINERARY/INVOICE NO. 0041945  
CUSTOMER NBR: 000171 FTMUTQ

DATE: 12 JUL 13  
PAGE: 01

TO: TOWN OF FORT FRANCES  
PO BOX 38  
FORT FRANCES ON P9A3M5  
BOOKED BY KATHY LAWSON

FOR: ~~HALLIKAS/ANDREW MR~~ MAYOR AUIS - FLIGHT EQUIVALENT

18 AUG 13 - SUNDAY  
AIR AIR CANADA FLT:8524 ECONOMY CLASS FOOD FOR PURCHASE  
OPERATED BY AIR CANADA EXPRESS - JAZZ  
LV WINNIPEG MB 950A  
EQP: CRA  
AR OTTAWA ON 112P  
02HR 22MIN  
NON-STOP  
REF: NDV2N5  
HALLIKAS/ANDREW SEAT-26F

21 AUG 13 - WEDNESDAY  
AIR AIR CANADA FLT:453 ECONOMY  
LV OTTAWA ON 100P  
EQP: E90  
AR TORONTO ON 205P  
01HR 05MIN  
ARRIVE: TERMINAL 1  
NON-STOP  
HALLIKAS/ANDREW SEAT-22A  
REF: NDV2N5  
AIR AIR CANADA FLT:263 ECONOMY  
LV TORONTO ON 315P  
FOOD FOR PURCHASE  
EQP: AIRBUS A320  
DEPART: TERMINAL 1  
02HR 36MIN  
AR WINNIPEG MB 451P  
NON-STOP  
REF: NDV2N5  
HALLIKAS/ANDREW SEAT-27D  
OTHER WINNIPEG MB  
AIR CANADA/NDV2N5/NON REFUNDABLE  
SERV CHGS 012

5.20 G.S.T./H.S.T. 40.00  
5.20  
AIR TICKET AC3925521738 HALLIKAS ANDREW MR 707.25  
ELEC TKT  
37.28 G.S.T./H.S.T. 37.28

CONTINUED ON PAGE 2

INTERNATIONAL TRAVEL 539647 ONTARIO LTD  
265 SCOTT ST  
FORT FRANCES ONT P9A 1G8  
807 274 9895 OR 1800 465 7795  
EMAIL ADDRESS IS PHERR SHAW CA

SALES PERSON: 77 ITINERARY/INVOICE NO. 0041945  
CUSTOMER NBR: 000171 FTMUTQ

DATE: 12 JUL 13  
PAGE: 02

TO: TOWN OF FORT FRANCES  
PO BOX 38  
FORT FRANCES ON P9A3M5  
BOOKED BY KATHY LAWSON

FOR: HALLIKAS/ANDREW MR

21 AUG 13 - WEDNESDAY

SUB TOTAL	747.25
TOTAL G.S.T./H.S.T.	42.48
TOTAL AMOUNT DUE	789.73

THANK YOU FOR BOOKING WITH INTERNATIONAL TRAVEL  
ALL TIMES ARE LOCAL AND SUBJECT TO CHANGE  
ENSURE VALID PASSPORT IN YOUR POSSESSION  
PROPER PROOF OF CITIZENSHIP IS YOUR RESPONSIBILITY  
TRIP CANCELLATION INSURANCE AND  
OUT OF PROVINCE INSURANCE HAS BEEN DECLINED OR  
STATED OTHERWISE  
NO PRICE INCREASES ARE PERMITTED AFTER CUSTOMER  
HAS PAID IN FULL  
LIVING STANDARDS AND PRACTICES AT THE DESTINATION AND  
STANDARDS AND CONDITIONS THERE WITH RESPECT TO THE  
PROVISION OF UTILITIES, SERVICES AND ACCOMMODATION  
MAY DIFFER FROM THOSE FOUND IN CANADA.  
PLEASE NOTE THAT ENTRY TO ANOTHER COUNTRY  
MAY BE REFUSED EVEN IF THE REQUIRED INFORMATION  
AND TRAVEL DOCUMENTS ARE COMPLETE

WE WISH YOU A SAFE AND ENJOYABLE TRIP.  
IF YOU HAVE ANY QUESTIONS, PLEASE CALL.


GST REGISTRATION R106346745  
TICO 2392278

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

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

Therefore, the undersigned acknowledges that:

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


Name (Please Print) <i>Troy Ains</i>	Signature 
Approved	Date <i>August 17 2013</i>

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

Attendee	Foy Aulis
Conference / Seminar Attended	ASSOCIATION OF MUNICIPALITIES OF ONT.
Location	OTTAWA ONTARIO
Dates	AUGUST 18, 19, 20, 21

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	AUG 19	AUG 20	AUG 21			AUG 17	AUGUST 18	
Amount	150.00	150.00	150.00			75.00	150.00	675.00

Name (Please Print)	Signature
Foy Aulis	
Approved	Date

To be submitted to Payroll for processing when approved by Council



## TOWN OF FORT FRANCES

### ADMINISTRATION & FINANCE DIVISION

### TREASURY REPORT 2013/86

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

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** September 4, 2013

**SUBJECT:** Councillor Andrew Hallikas – AMO Conference Travel & Per Diem Claims

#### BACKGROUND

Attached is a copy of Schedule “B” Travel Expense Statement claim in the amount of \$267.00 and Travel Statement – Mayor /Council Honorarium claim in the total amount of \$675.00 for the AMO Conference attendance in Ottawa from August 18 to 21, 2013 as submitted by Councillor Andrew Hallikas.

#### Travel Expenses

1. Meals	\$267.00
2. Per Diem (4 1/2days)	<u>675.00</u>
Total Per Diem & Travel Claims	<u>\$ 942.00</u>

The registration fee of \$785.35, Winnipeg hotel accommodations of \$122.17, Ottawa hotel accommodation of \$979.71 and Airfare of \$789.73 were paid by the Town resulting in the total cost of \$3,618.96 to attend the NOMA Conference as authorized by Council.

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 \$942.00 for the AMO Conference attendance held in Ottawa from August 18 to 21, 2013 as submitted by Councillor Andrew Hallikas.

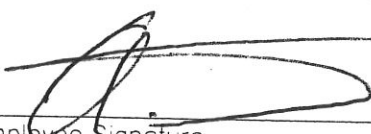
Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem and travel claim for Councillor Andrew Hallikas, in the total amount of \$942.00 for the AMO Conference attendance held in Ottawa from August 18 to 21, 2013

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

1. Attendee	Andrew Hallikas							
2. Conference/Seminar Attended	AMO							
Location (Facility and City)	Ottawa							
Dates	August 18, 19, 20, 21 (2013)							
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation								
Transportation								
Breakfast	12.00	15.00	15.00	15.00				57.00
Lunch	20.00	—	20.00	20.00				60.00
Dinner	40.00	40.00	—	35.00			35.00	150.00
Per Diem								
Other								
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
							5267.00	
5. Town Used Vehicle	Yes	No	Reason					Total
Mileage Claimed	KM x \$0.45 =							
6. Approved					Total Expenses		267.00	
					Advance Received			
					Balance Claimed		267.00	
					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.

Aug 16 / 13  
Date

  
Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

Date

Treasurer

A/P

Cashier

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

Attendee Andrew Hallikas

Conference/Seminar Attended AMO

Location Ottawa

Dates August 18, 19, 20, 21 (2013)

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	Aug 19	Aug 20	Aug 21			Aug 17	Aug 18	
Amount	\$150. <sup>00</sup>	\$150. <sup>00</sup>	\$150. <sup>00</sup>			\$75. <sup>00</sup>	\$150. <sup>00</sup>	\$675. <sup>00</sup>

Submitted by: Andrew Hallikas

Date: Aug 26/13

Approved by: \_\_\_\_\_

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

*To be submitted to Payroll for processing when approved by Council*

or Payroll	
Pay period	



## TOWN OF FORT FRANCES

### ADMINISTRATION & FINANCE DIVISION

### TREASURY REPORT 2013/83

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

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** September 4, 2013

**SUBJECT:** Councillor Paul Ryan – AMO Conference Travel & Per Diem Claims

#### BACKGROUND

Attached is a copy of Schedule “B” Travel Expense Statement claim in the amount of \$1,180.43 and Travel Statement – Mayor /Council Honorarium claim in the total amount of \$675.00 for the AMO Conference attendance in Ottawa from August 18 to 21, 2013 as submitted by Councillor Paul Ryan.

#### Travel Expenses

1.	Meals	\$263.00
2.	Accommodations	127.70
3.	Transportation (Equivalent to Flight)	789.73
4.	Per Diem (4 1/2days)	<u>675.00</u>
Total Per Diem & Travel Claims		<u>\$1,855.43</u>

The registration fee of \$785.35 and Ottawa hotel accommodation of \$979.71 were paid by the Town resulting in the total cost of \$3,620.49 to attend the NOMA Conference as authorized by Council.

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 \$1,855.43 for the AMO Conference attendance held in Ottawa from August 18 to 21, 2013 as submitted by Councillor Paul Ryan.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem and travel claim for Councillor Paul Ryan, in the total amount of \$1,855.43 for the AMO Conference attendance held in Ottawa from August 18 to 21, 2013

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

AGENDA ITEM #7.3

1.	Attendee	Paul Ryan						
2.	Conference/Seminar Attended	ASSOCIATION OF MUNICIPALITIES OF ONTARIO 114TH ANNUAL CONVENTION						
	Location (Facility and City)	OTTAWA CONVENTION CENTRE - OTTAWA ON.						
	Dates	AUGUST 17 <sup>th</sup> → 21 <sup>st</sup> / 2013						

3.		Sun. 18 <sup>th</sup>	Mon. 19 <sup>th</sup>	Tues. 20 <sup>th</sup>	Wed. 21 <sup>st</sup>	Thurs.	Fri.	Sat. 17 <sup>th</sup>	Total
	Accommodation						(incl. tax)	127.70	127.70
	Transportation								
	Breakfast	12.00	15.00	15.00	15.00				57.00
	Lunch	16.00		20.00	20.00				56.00
	Dinner	40.00	40.00		35.00			35.00	150.00
	Per Diem								
	Other								


4.	Prepaid Expenses	Registration	Air Travel	Other	Total
	BY TOWN OF F. FRANCES	Yes	See Below	Room in OTTAWA ON.	—

5.	Town Used Vehicle	Yes	No	Reason	Total
	Mileage Claimed			KM x \$0.45 =	
	Claim Equivalent Air Fare Winnipeg Man. → OTTAWA ON + RETURN =				789.73
6.	Approved				Total Expenses
					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.

Aug 26/2013  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Manager Signature

Date	Treasurer	A / P	Cashier

INTERNATIONAL TRAVEL 539647 ONTARIO LTD  
 265 SCOTT ST  
 FORT FRANCES ONT P9A 1G8  
 807 274 9895 OR 1800 465 7795  
 EMAIL ADDRESS IS PHERR SHAW CA

SALES PERSON: 77  
 CUSTOMER NBR: 000171

ITINERARY/INVOICE NO. 0041945  
 FTMUTQ

DATE: 12 JUL 13  
 PAGE: 01

TO: TOWN OF FORT FRANCES  
 PO BOX 38  
 FORT FRANCES ON P9A3M5  
 BOOKED BY KATHY LAWSON

FOR: ~~HALLIKAS/ANDREW MR~~

*P-Ryan - Flight Equivalent*

18 AUG 13 - SUNDAY

AIR AIR CANADA FLT:8524 ECONOMY CLASS FOOD FOR PURCHASE  
 OPERATED BY AIR CANADA EXPRESS - JAZZ  
 LV WINNIPEG MB 950A  
 AR OTTAWA ON 112P  
 HALLIKAS/ANDREW SEAT-26F  
 EQP: CRA  
 02HR 22MIN  
 NON-STOP  
 REF: NDV2N5

21 AUG 13 - WEDNESDAY

AIR AIR CANADA FLT:453 ECONOMY  
 LV OTTAWA ON 100P  
 AR TORONTO ON 205P  
 ARRIVE: TERMINAL 1  
 HALLIKAS/ANDREW SEAT-22A  
 AIR AIR CANADA FLT:263 ECONOMY  
 LV TORONTO ON 315P  
 DEPART: TERMINAL 1  
 AR WINNIPEG MB 451P  
 HALLIKAS/ANDREW SEAT-27D  
 EQP: E90  
 01HR 05MIN  
 NON-STOP  
 REF: NDV2N5  
 FOOD FOR PURCHASE  
 EQP: AIRBUS A320  
 02HR 36MIN  
 NON-STOP  
 REF: NDV2N5

OTHER WINNIPEG MB  
 AIR CANADA/NDV2N5/NON REFUNDABLE  
 SERV CHGS 012

5.20 G.S.T./H.S.T.

40.00  
 5.20

AIR TICKET AC3925521738  
 ELEC TKT

HALLIKAS ANDREW MR

707.25

37.28 G.S.T./H.S.T.

37.28

CONTINUED ON PAGE 2

INTERNATIONAL TRAVEL 539647 ONTARIO LTD  
265 SCOTT ST  
FORT FRANCES ONT P9A 1G8  
807 274 9895 OR 1800 465 7795  
EMAIL ADDRESS IS PHERR SHAW CA

SALES PERSON: 77 ITINERARY/INVOICE NO. 0041945  
CUSTOMER NBR: 000171 FTMUTQ

DATE: 12 JUL 13  
PAGE: 02

TO: TOWN OF FORT FRANCES  
PO BOX 38  
FORT FRANCES ON P9A3M5  
BOOKED BY KATHY LAWSON

FOR: HALLIKAS/ANDREW MR

21 AUG 13 - WEDNESDAY

SUB TOTAL  
TOTAL G.S.T./H.S.T.

747.25  
42.48

TOTAL AMOUNT DUE

~~747.25~~  
~~42.48~~  
\* 789.73

THANK YOU FOR BOOKING WITH INTERNATIONAL TRAVEL  
ALL TIMES ARE LOCAL AND SUBJECT TO CHANGE  
ENSURE VALID PASSPORT IN YOUR POSSESSION  
PROPER PROOF OF CITIZENSHIP IS YOUR RESPONSIBILITY  
TRIP CANCELLATION INSURANCE AND  
OUT OF PROVINCE INSURANCE HAS BEEN DECLINED OR  
STATED OTHERWISE  
NO PRICE INCREASES ARE PERMITTED AFTER CUSTOMER  
HAS PAID IN FULL  
LIVING STANDARDS AND PRACTICES AT THE DESTINATION AND  
STANDARDS AND CONDITIONS THERE WITH RESPECT TO THE  
PROVISION OF UTILITIES, SERVICES AND ACCOMMODATION  
MAY DIFFER FROM THOSE FOUND IN CANADA.  
PLEASE NOTE THAT ENTRY TO ANOTHER COUNTRY  
MAY BE REFUSED EVEN IF THE REQUIRED INFORMATION  
AND TRAVEL DOCUMENTS ARE COMPLETE

WE WISH YOU A SAFE AND ENJOYABLE TRIP.  
IF YOU HAVE ANY QUESTIONS, PLEASE CALL.

GST REGISTRATION R106346745  
TICO 2392278

\* Claim Equivalent Air Fare 789.73



BY CHOICE HOTELS

**MainStay Suites Winnipeg (CN921)**

670 King Edward Street  
 Winnipeg, MB R3H 0P2  
 (204) 594-0500  
 GM.CN921@choicehotels.com

Account: 288082374

Date: 8/24/13

Room: 331 ssc

Arrival Date: 8/16/13

Departure Date: 8/17/13

Check In Time: 8/16/13 1:29 PM

Check Out Time: 8/17/13 11:24 AM

Rewards Program ID: CN-81007653249

You were checked out by: tconst.cn921

You were checked in by: jnanes.cn921

**Total Balance Due: 0.00**

Post Date	Description	Comment	Amount
8/16/13	Room Charge	#331 AVIS, ROY	107.99
8/16/13	Occupancy Tax		5.40
8/16/13	GST Accommodations		5.67
8/16/13	PST Accommodations		8.64
8/17/13	Master Card	Room Charge XXXXXXXXXXXX1937	(127.70)

**Folio Summary 8/16/13 - 8/17/13**

Room Charge	107.99
PST Accommodations	8.64
Occupancy Tax	5.40
GST Accommodations	5.67
Master Card	(127.70)

**Balance Due: 0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to Choice Privileges points.

GST# 801393695RT0001

MainStay Suites Winnipeg is a Non-Smoking Hotel. There will be a \$250.00 damage charge for smoking in the Hotel.

X

CHOICE privileges

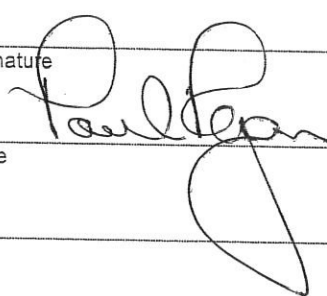
Congratulations. You are earning Choice Privileges Points for this stay.

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

Attendee	PAUL RYAN
Conference / Seminar Attended	ASSOCIATION OF MUNICIPALITIES OF ONTARIO 114 <sup>TH</sup> ANNUAL CONFERENCE
Location	OTTAWA CONVENTION CENTRE, OTTAWA ON.
Dates	AUGUST 17 <sup>TH</sup> → 21 <sup>ST</sup> / 2013

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	Aug 19/13	Aug 20/13	Aug 21/13			Aug 17/13	Aug 18/13	
Amount	150. <sup>00</sup>	150. <sup>00</sup>	150. <sup>00</sup>			75. <sup>00</sup>	150. <sup>00</sup>	675. <sup>00</sup>

Name (Please Print) PAUL RYAN	Signature 
Approved	Date

To be submitted to Payroll for processing when approved by Council



## **TOWN OF FORT FRANCES**

### **ADMINISTRATION & FINANCE DIVISION**

### **TREASURER'S REPORT 2012/85**

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

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** September 4, 2013

**SUBJECT:** 2014 Budget Timetable

---

#### **BACKGROUND**

Early preparation and planning are critical components of an effective budget process. The budget timetable provides a logical process and ensures that all information is available when required. The attached proposed 2014 Budget Timetable has been prepared based on time lines and experience of previous years.

#### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends that Council approve the 2014 Budget Timetable as presented.

Council Approval of This Report Will Agree to Administration & Finance Executive Committee recommendation to approve the 2014 Budget Timetable as presented.
--

## TOWN OF FORT FRANCES 2014 BUDGET TIMETABLE

<b>DATE</b>	<b>RESPONSIBILITY</b>	<b>PURPOSE</b>
September 9, 2013	Council	Approval of Timetable
September 23, 2013	Council	Public Meeting
October 7 - 11, 2013	Executive Committees	Review Information received at Public Meeting
November 18 - 22, 2013	Executive Committees	Review of Division Budgets and Recommendations
November 25, 2013	Administration	Documents to Treasurer
December 6, 2013	Treasurer	Consolidate Budget
December 10, 2013	Administration	Review
January 13, 2014	Committee of the Whole	Receive Preliminary Budget
January 14, 2014	Administration	Review
January 20, 2014	Special Committee of the Whole	Review/Revisions
January 21, 2014	Administration	Review
February 3, 2014	Special Committee of the Whole	Review/Revisions
February 4, 2014	Administration	Review
March 3, 2014	Special Committee of the Whole	Review/Revisions
March 4, 2014	Administration	Review
March 17, 2014	Special Committee of the Whole	Review/Revisions
March 18, 2014	Administration	Review
March 31, 2014	Special Committee of the Whole	Review/Revisions
April 1, 2014	Administration	Review
April 7, 2014	Council	Ratification
April 21, 2014	Council	Public Meeting
April 21, 2014	Council	Anticipated Passage

# Report

**To:** Mayor and Council  
**From:** Faye Flatt, Municipal Planner  
**Date:** 4 September 2013  
**Re:** **Deeming - Lots on Plan SM-122 (reconsideration)**

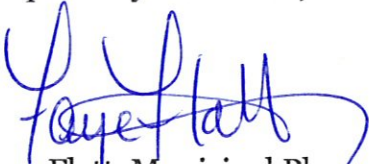
Municipal Planner  
Report #2013-20

In April By-Law #10/13 was enacted to deem lots 1 to 5 on plan SM-122 to not be lots on a registered plan of subdivision as provided for by section 50 (4) of The Planning Act. This was done on the basis that the owners of Lots 1 to 4 would be each acquiring a portion of Lot 5 that abutted their property.

As the owner of Lot 4 (401 Mosher Avenue) has chosen not to continue in this process, it serves no purpose to include that lot in the deeming by-law – the owner of the property to the west (626 Church St.) will be instead. For this reason it is appropriate to that the original by-law (#10/13) that deemed all of the lots on the plan be rescinded and replaced with a new by-law for only those lots involved in the process. An illustration of the distribution of Lot 5 is attached for reference.

At it's regular meeting held September 3<sup>rd</sup>, a recommendation was made to, and supported by the Planning and Development Executive Committee that Council reconsider the deeming of Lots 1 to 5 on Plan SM-122 and that a by-law be enacted to rescind by-law #10/13 and deem lots 1, 2, 3 and 5 on Plan of Subdivision SM-122 not to be a Plan of Subdivision.

Respectfully submitted,

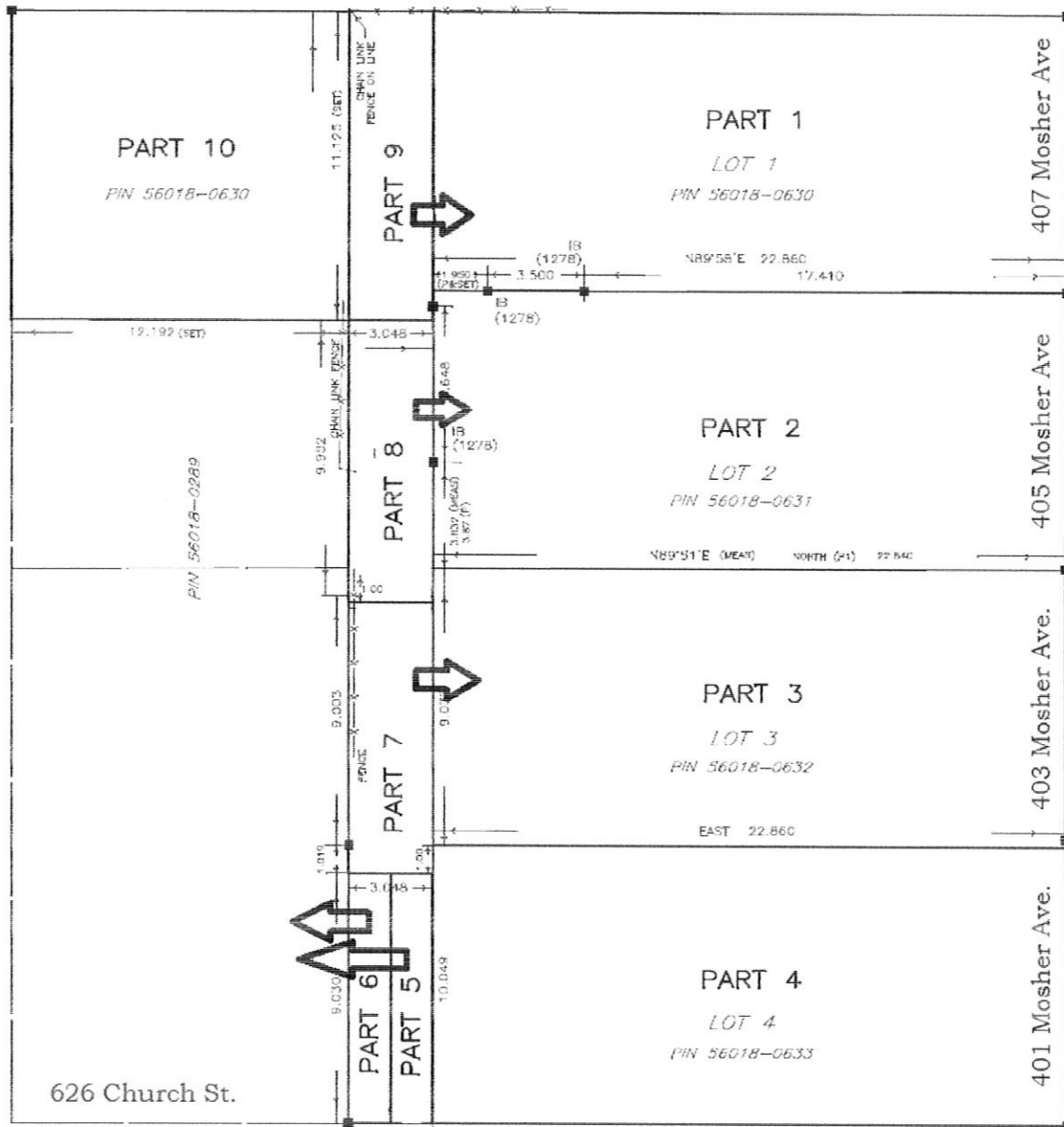


Faye Flatt, Municipal Planner

**COUNCIL APPROVAL OF THIS REPORT:** Authorize the preparation of By-Law to deem Lots 1, 2, 3 and 5 on Plan of Subdivision SM-122 to not be lots on a Registered Plan of Subdivision for the purposes of Section 50(3) of The Planning Act and rescind previously enacted by-law #10/13.



Municipal Planner  
Report #2013-20  
Page 2



**TOWN OF FORT FRANCES****BY-LAW NO. 43/13**

(Being a By-Law to rescind By-Law #10/13 and deem Lots 1, 2, 3 and 5 on Plan SM-122 to no longer be lots on a registered plan of subdivision pursuant to Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13, as amended).

**WHEREAS** Section 50(4) of The Planning Act, R.S.O. 1990, c.P.13 (the "Act") gives Council the authority to pass a by-law to designate any plan of subdivision, or part thereof, that has been registered for eight years or more, to not be a registered plan of subdivision for the purposes of subsection (3) of Section 50 of the Act; and

**AND WHEREAS** Plan SM-122 was registered more than eight years ago; and

**AND WHEREAS** on April 18, 2013 Council enacted By-Law #10/13 deeming lots 1 to 5 on Plan SM-122 not to be lots on a registered plan of subdivision so as to enable a portion of lot 5 to be added to and consolidated with those lots.

**AND WHEREAS** on September 9, 2013, Council approved the recommendation of the Municipal Planner, supported by the Planning and Development Executive Committee, that because the owner of Lot 1 will not be acquiring a portion of Lot 5, By-Law #10/13 be rescinded and a new by-law enacted to deem the other lots that will be acquiring a portion of Lot 5.

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

1. That lots 1, 2, 3 and 5 on Plan SM-122 are deemed not to be on a registered plan of subdivision for the purposes of subsection 3 of Section 50 of the Act.
2. That previously enacted by-law #10/13 be and is hereby rescinded.
3. That this By-Law shall come into full force and take effect upon the passing thereof, subject to the provisions of Subsections 28, 29 and 30 of the said Section 50 of the Act.

READ THREE TIMES AND FINALLY PASSED in open Council this 9<sup>th</sup> day of September 2013.

---

R. Avis, Mayor

---

K. Lawson, Deputy Clerk

# Administration & Finance Department Stats for the period ending July 31, 2013

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
<b>Revenue</b>													
Tax Certificates	\$ 405.80	\$ 174.30	\$ 290.50	406.70	522.30	1,044.60	987.70						\$ 3,831.90
Business Licences	15,049.00	5,226.20	2,702.40	2,783.25	3,484.90	1,183.60	462.85						\$ 30,892.20
Lottery Licences	2,440.25		1,093.07	0.00	416.40	160.76	1,492.71						\$ 5,603.19
Town Property Rental	364.60	364.60	373.72	373.72	373.72	373.72	373.72						\$ 2,597.80
Fort Frances Portion of POA Fines					11,158.48	0.00	8,979.32						\$ 20,137.80
Nat Gas/Purchase Card Rebates		177.30	285.95	679.65	0.00	325.05							\$ 1,447.95
Death/Still Birth Registrations		134.90	269.80	269.80	0.00	1,214.10	1,079.20						\$ 3,237.60
Marriage Licences		612.10			0.00	607.42	364.10						\$ 1,895.72
Civil Marriage	312.10				2.95	0.00							\$ 19.30
Certify Copies		5.45	10.90				60.01						\$ 506.41
Commissioning Oaths/Affidavits	105.10	108.15	39.25	38.60	127.70	27.60	802.00						\$ 9,525.53
Investment Income	670.70	678.94	1,082.51	2,345.93	2,004.41	1,941.04	8,800.00						\$ 8,800.00
Agreement Fee					0.00								\$ -
Sale of Land					0.00								\$ 102,693.57
Administration Service Charges	178.80	16,476.91	13,036.83	15,438.89	20,734.46	15,447.83	21,379.85						\$ 191,188.97
	\$ 19,526.35	\$ 23,958.85	\$ 19,164.93	\$ 22,336.54	\$ 39,095.12	\$ 22,325.72	\$ 44,781.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>Accounts Receivable</b>													
Balance Forward	276,262.01	163,615.01	174,318.61	155,448.51	124,862.94	105,276.95	131,879.00						
Invoices/Debits	59,155.26	119,162.64	155,091.71	101,411.96	113,858.92	117,058.70	115,550.57						
Payments/Credits	(172,404.50)	(108,589.67)	(174,061.82)	(131,709.68)	(133,560.43)	(90,721.71)	(133,924.25)						
Interest Applied	602.24	130.63	100.01	151.12	115.52	265.06	239.86						
Total Amount Owing	\$ 163,615.01	\$ 174,318.61	\$ 155,448.51	\$ 125,301.91	\$ 105,276.95	\$ 131,879.00	\$ 113,745.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,604.44

<b>A/R Invoices Processed</b>													
General/BY-Law	7	24	10	13	13	16	23						106
Daycare	0	50	50	55	52	49	52						308
Airport	4	19	21	6	21	19	22						112
Landfill	18	27	25	33	37	44	42						226
Public Works	5	2	4	11	6	9	9						46
Sewer	9	9	7	15	8	5	7						60
Water	14	11	26	19	11	7	16						104
Fire Department	0	0	0	0	0	0	0						0
Memorial Sports Centre	19	8	20	18	9	15	7						96
Fort Frances Power Corp	3	5	8	5	7	3	6						37
Invoices Issued by Month	79	155	171	175	164	167	184	0	0	0	0	0	1,095

<b>NSF/Returned Payments</b>													
Daycare	0	0	0	0	0	0	0						0
Memorial Sports Centre	1	3	3	7	6	2	1						23
Utilities	4	4	3	4	1	2	4						22
Taxation	0	0	3	1	0	1	0						5
Other	1	0	0	1	1	0	2						5
<b>Taxes</b>													
Balance Forward	\$ 836,350.20	\$ 6,801,279.07	\$ 2,256,472.61	\$ 784,422.31	\$ 6,085.38	-138,910.19	6,014,305.67						
Tax Billings/Debits	7,307,509.07	2,920.83	5,972.83	16,714.75	3,164.02	6,166,032.81	7,708.68						
Payments/Credits	(1,353,373.60)	(4,558,132.90)	(1,491,989.39)	(822,902.38)	(149,451.86)	(24,701.95)	(3,207,364.95)						
Interest Applied	10,793.40	10,405.61	13,966.26	15,679.94	13,463.03	11,885.00	11,360.53						
Total Amount Owing	\$ 6,801,279.07	\$ 2,256,472.61	\$ 784,422.31	\$ 6,085.38	\$ 138,910.19	\$ 6,014,305.67	\$ 2,826,009.93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87,553.17

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Tax Arrears Notices Mailed/Letters	288	249	415	526	298	267	262	412					2,717
# of Properties in Arrears 3 years+	34	32	31	26	25	22	22	20					
# of Properties in Arrears 3 years+ with no payment plans	14	14	11	9	8	5	4	4					69
# Tax Sale Registrations	0	0	0	0	0	0	0	0					
# Write offs (MOS/357 Applications)		1	3	3			14						21
Write-off - Municipal Portion		\$ 1,324,863.52	\$ 6,588.61	\$ 432,033.43			\$ 5,975.34						\$1,769,460.90
# of Charity Rebates	1					1							2
Charity Rebates - Municipal Portion	\$ 4,937.90			\$		7,225.32							\$12,163.22
# Vacancy Rebates			7	5	0		1						13
Vacancy Rebates - Municipal Portion		\$	\$ 7,489.56	\$ 11,797.43			\$ 1,709.97						\$20,996.96
E.D. Financial Incentive Plan													
Demolition Grant							1						1
Grant-In-Lieu of Taxes							548						\$548.03
Water & Sewer													
Balance Forward	\$ 1,219,748.15	\$ 618,402.99	\$ 555,116.83	409,157.18	323,679.17	387,220.55	325,108.75	325,108.75					
W/S Billings/Debits	192.11	1,263.18	788,364.48	2,148.92	802,767.37	2,136.87	814,437.81						
Payments/Credits	(603,834.35)	(68,902.15)	(937,694.52)	(89,164.29)	(739,847.00)	(65,474.36)	(739,262.06)						
Interest Applied	2,297.08	4,352.81	3,370.39	1,537.36	621.01	1,225.89	159.56						
Total Amount Owng	\$ 618,402.99	\$ 555,116.83	\$ 409,157.18	\$ 323,679.17	\$ 387,220.55	\$ 325,108.75	\$ 400,444.06						\$ 13,563.90
Bi-Monthly Water/Sewer Bills Issued	3,388		3,374	9	3,375		3,397						13,534
Final Billings Issued		9		442		18							36
Late Notices Mailed		474		40		424							1,340
Registered Letters		46		3		39							125
Disconnects		1		0		1							5
Reconnections		0		0		1							1
Provincial Offences													
Fines Paid	\$ 25,297.00	\$ 23,872.00	\$ 34,080.00	\$ 34,757.00	\$ 38,215.00								\$ 156,221.00
Outstanding Fines (pre & post transfer)	\$ 1,883,278.00	\$ 1,890,761.00	\$ 1,888,185.00	\$ 1,906,541.00	\$ 1,923,255.00								
IQOR Collections (pretransfer)	\$	\$ 109.70	\$ 557.81	\$ 3,373.85	\$ 1,254.98		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$ 5,855.65
IQOR Collections (post-transfer)	\$	\$ 109.70	\$ 557.81	\$ 3,373.85	\$ 1,254.98		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$ 5,855.65
Total IQOR Collected	\$	\$ 109.70	\$ 557.81	\$ 3,373.85	\$ 1,254.98		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$ 11,711.30
Hours spent on Collections	40												40.0
Notice of Default - mailed out	60	40	36	38	40								214
New Charges Filed	107	157	179	416	332								1,191
Court Room Operating Hours													0.0
Charges Disposed (Before or at Trial)													
Charged to Attend - Convicted	30	23	41	42	71								207
Plead Guilty	15	25	18	31	26								115
Withdrawn	0	1	1	3	4								9
Quashed	1	2	5	1	1								10
Stayed	0	0	0	0	0								0
Dismissed/Acquitted	1	2	2	0	0								5
Plead Not Guilty - Convicted	1	2	2	0	3								8
Other	0	0	0	0	0								0
Total	48	55	69	77	105		0	0	28	0	0	0	564

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at July 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	(44,171.53)	(127,338.00)	(83,166.47)
C-105-0490-0490	OPA/FFPC Grants		(135,087.00)	(135,087.00)
C-105-0490-0589	Expense Recovery	(260.00)	-	260.00
C-105-0490-0942	Long-term Debt Loan		(1,243,000.00)	(1,243,000.00)
C-105-9280-0000	Honeywell Improvement Project	1,124,166.17	1,505,425.00	381,258.83
	Total Revenue	(44,431.53)	(1,505,425.00)	(1,460,993.47)
	Total Expenditures	1,124,166.17	1,505,425.00	381,258.83
	<b>TOTAL CIVIC CENTRE</b>	<b>1,079,734.64</b>	<b>-</b>	<b>(1,079,734.64)</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	4,189.49	4,000.00	(189.49)
C-211-9264-1471	Compressor/Fill Station		4,000.00	4,000.00
	Total Revenue	-	(8,000.00)	(8,000.00)
	Total Expenditures	4,189.49	8,000.00	3,810.51
	<b>TOTAL EMERGENCY SERVICES</b>	<b>4,189.49</b>	<b>-</b>	<b>(4,189.49)</b>
	<b>PUBLIC WORKS</b>			
	<b>Transportation</b>			
C-310-0490-0406	AMO Federal Gas Tax	(248,559.53)		248,559.53
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 (Federal Funding)		(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	248,559.53		(248,559.53)
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	17,009.43	203,832.00	186,822.57
C-313-9259-1523	Williams Ave from 5th St to 3rd St	31,950.85	201,000.00	169,049.15
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	13,997.12	25,531.00	11,533.88
	<b>Airport</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 July 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	(1,100.00)		1,100.00
C-580-9105-1471 Small Equipment Replacement		5,000.00	5,000.00
C-580-9157-1471 Replace Riding Tractors	4,883.47	5,000.00	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	641.09		(641.09)
Total Revenue	(275,391.42)	(698,363.00)	(174,412.05)
Total Expenditures	317,041.49	698,363.00	381,321.51
<b>TOTAL PUBLIC WORKS</b>	<b>41,650.07</b>	<b>-</b>	<b>206,909.46</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)	(47,000.00)
Total Expenditures	-	47,000.00	47,000.00
<b>TOTAL FFCC</b>	<b>-</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)	(25,000.00)
Total Expenditures	-	25,000.00	25,000.00
<b>TOTAL SKC</b>	<b>-</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
C-817-9249-0000 Marina Cash Register	884.95	-	(884.95)
Total Revenue	-	(133,600.00)	(133,600.00)
Total Expenditures	884.95	133,600.00	132,715.05
<b>TOTAL MSC</b>	<b>884.95</b>	<b>-</b>	<b>(884.95)</b>

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at July 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	(2,050.00)		2,050.00
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	(2,050.00)	(2,644.00)	(594.00)
	Total Expenditures	951.67	2,644.00	1,692.33
	<b>TOTAL MUSEUM</b>	<b>(1,098.33)</b>	<b>-</b>	<b>1,098.33</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	165,218.62	229,383.00	64,164.38
C-815-9123-1471	GIS Expense			-
	Total Revenue	-	(229,383.00)	(229,383.00)
	Total Expenditures	165,218.62	229,383.00	64,164.38
	<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>165,218.62</b>	<b>-</b>	<b>(165,218.62)</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		(525,559.00)	(525,559.00)
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	42,696.47	578,156.00	535,459.53
C-410-9259-1523	Williams Ave-from 5th St to 3rd St	66,174.78	343,954.00	277,779.22
C-410-9280-0000	STP-Honeywell Improvements	49,789.71	130,457.00	80,667.29
C-410-9282-1523	Development of Huffman Property	28,376.59	139,405.00	111,028.41
	Total Revenue	-	(1,289,472.00)	(1,289,472.00)
	Total Expenditures	190,489.92	1,289,472.00	1,098,982.08
	<b>TOTAL SANITARY SEWER</b>	<b>190,489.92</b>	<b>-</b>	<b>(190,489.92)</b>
<b>SEWAGE TREATMENT PLANT</b>				
C-413-0490-0954	Contribution from Revenue Fund		(150,520.00)	(150,520.00)
C-413-9105-1471	Small Miscellaneous Capital	1,002.45	150,520.00	149,517.55
C-413-9105-1523	Small Miscellaneous Capital - Contracted Works	5,596.80		(5,596.80)
	Total Revenue	-	(150,520.00)	(150,520.00)
	Total Expenditures	6,599.25	150,520.00	143,920.75

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

		Actual to Date	2013 Budget	Variance
	<b>TOTAL STP</b>	<b>6,599.25</b>	<b>-</b>	<b>(6,599.25)</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	488.44	33,000.00	32,511.56
C-961-9123-1471	GIS Equipment & Mapping			-
C-961-9137-1523	Replacing Main Line Water Valves/Hydrants	41,161.60	97,935.00	56,773.40
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	49,947.38	489,080.00	439,132.62
C-961-9259-1523	Williams Ave-from 5th St to 3rd St	73,888.20	384,171.00	310,282.80
C-961-9282-1523	Development of Huffinan Property	35,883.77	192,514.00	156,630.23
	Total Revenue	-	(1,234,200.00)	(1,234,200.00)
	Total Expenditures	203,973.74	1,234,200.00	1,030,226.26
	<b>TOTAL WATERWORKS ADMIN</b>	<b>203,973.74</b>	<b>-</b>	<b>(203,973.74)</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	7,558.23	40,000.00	32,441.77
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	5,406.22		(5,406.22)
C-965-9254-1523	Honeywell - Elec Motors High Lift Pumps	92,091.45		(92,091.45)
C-965-9280-1523	Honeywell Improvements	8,715.14	212,366.00	203,650.86
	Total Revenue	-	(409,366.00)	(409,366.00)
	Total Expenditures	142,261.06	409,366.00	267,104.94
	<b>TOTAL WTP</b>	<b>142,261.06</b>	<b>-</b>	<b>(142,261.06)</b>
	<b>TOTAL REVENUE</b>	<b>(321,872.95)</b>	<b>(5,794,973.00)</b>	<b>(5,224,540.52)</b>
	<b>TOTAL EXPENDITURES</b>	<b>2,157,556.15</b>	<b>5,794,973.00</b>	<b>3,637,416.85</b>
	<b>TOTAL CAPITAL</b>	<b>1,835,683.20</b>	<b>-</b>	<b>(1,587,123.67)</b>

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

	Actuals to Date	2013 Budget	Variance
<b>CORPORATE</b>			
050 Municipal Tax Levy (Interim Tax Levy)	(11,025,265.42)	(11,025,265.00)	0.42
051 Education Tax Levy	(1,987,086.52)	(1,987,086.00)	0.52
052 Supp/Omit Municipal Tax Levy	(5,638.32)		5,638.32
053 Supp/Omit Education Tax Levy	(720.11)		720.11
056 W/O Municipal	1,790,457.86	1,763,640.00	(26,817.86)
057 W/O Education	367,399.08	353,929.00	(13,470.08)
061 OMPF	(2,397,975.00)	(3,197,300.00)	(799,325.00)
062 Payments-in-Lieu	(372,592.25)	(775,935.00)	(403,342.75)
070 Contribution from Reserve Funds	(575,000.00)	(575,000.00)	-
110 Mayor & Council	787,900.49	729,350.00	(58,550.49)
112 Contribution to Reserves & Reserve Funds		-	-
113 Long Term Debt	467,225.53	1,000,520.00	533,294.47
115 Election		529.00	529.00
161 Riverside Health Care/Dr Recruitment	44,667.25	74,000.00	29,332.75
161 Clinic Financing Interest		16,500.00	16,500.00
162 RR DSSAB	1,212,053.82	2,043,162.00	831,108.18
163 Rainycrest	121,255.92	242,511.00	121,255.08
164 Northwestern Health Unit	225,062.62	366,240.00	141,177.38
820 Economic Development	80,164.28	164,535.00	84,370.72
830 Solar Panel Project	(10,609.16)	(33,200.00)	(22,590.84)
991 English Public School Board	528,772.82	1,343,602.00	814,829.18
992 English Separate School Board	108,110.78	284,094.00	175,983.22
993 French Public School Board	816.32	1,633.00	816.68
994 French Separate School Board	1,914.20	3,828.00	1,913.80
<b>Total Corporate</b>	<b>(10,639,085.81)</b>	<b>(9,205,713.00)</b>	<b>1,433,372.81</b>
<b>ADMINISTRATION AND FINANCE</b>			
070 Other Unassigned Revenue	(170,246.63)	(314,960.00)	(144,713.37)
120 Administration	189,450.36	338,160.00	148,709.64
121 Admin Vehicle	1,421.05	3,077.00	1,655.95
122 Municipal Buildings	26,007.92	39,355.00	13,347.08
125 HR Department	26,137.37	38,750.00	12,612.63
130 Clerk	91,956.96	156,150.00	64,193.04
140 Treasury	239,916.84	402,290.00	162,373.16
910 PUC Administration	51,799.93	82,615.00	30,815.07
<b>Total Administration and Finance</b>	<b>456,443.80</b>	<b>745,437.00</b>	<b>288,993.20</b>
<b>EMERGENCY SERVICES</b>			
211 Emergency Services	509,791.54	935,389.00	425,597.46
227 Emergency Measures	160,899.26	20,062.00	(140,837.26)
228 911 Service	4,566.24	17,500.00	12,933.76
231 Police Revenue	(21,965.72)	(21,000.00)	965.72
232 Police Services Board	11,135.96	17,600.00	6,464.04
233 Police Administration	1,553,840.79	2,565,424.00	1,011,583.21
<b>Total Emergency Services</b>	<b>2,218,268.07</b>	<b>3,534,975.00</b>	<b>1,316,706.93</b>

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

		Actuals to Date	2013 Budget	Variance
<b>COMMUNITY SERVICES</b>				
622	Sister Kennedy Centre	20,296.16	29,800.00	9,503.84
641	Fort Frances Children's Complex	(80,418.94)	66,938.00	147,356.94
643	Toy Lending Library/Resource	11,714.24	(493.00)	(12,207.24)
644	Day Care Resource Teacher	(2,658.50)	-	2,658.50
653	Handi-Transit System	71,468.85	100,544.00	29,075.15
713	Townshend Theatre	(5,376.87)	-	5,376.87
722	Recreation Facilities	282,862.36	528,217.00	245,354.64
725	Recreation Programs	4,534.69	103,000.00	98,465.31
732	Community Services	59,680.78	134,166.00	74,485.22
740	Sunny Cove Camp	(1,233.46)	-	1,233.46
781	Fort Frances Public Library	257,301.27	470,160.00	212,858.73
791	Museum	57,392.47	121,590.00	64,197.53
817	Waterfront Development/Marina	36,117.02	53,550.00	17,432.98
<b>Total Community Services</b>		<b>711,680.07</b>	<b>1,607,472.00</b>	<b>895,791.93</b>
<b>OPERATIONS AND FACILITIES</b>				
310	PW Administration	(119,557.57)	14,047.00	133,604.57
311	PW Buildings & Yards	62,901.03	112,521.00	49,619.97
313	Municipal Roads	836,709.91	1,264,306.00	427,596.09
318	Public Parking Lots	11,846.87	22,556.00	10,709.13
320	Sidewalks	76,066.92	97,399.00	21,332.08
330	Private Works Charges	15,860.03	58,563.00	42,702.97
331	Private Crossing Charges	-	20,135.00	20,135.00
333	PW Vehicles	108,730.23	190,874.00	82,143.77
334	PW Equipment	138,529.95	221,058.00	82,528.05
344	PW Stores	46,612.45	67,264.00	20,651.55
345	Traffic Signal Maintenance	2,306.83	8,356.00	6,049.17
346	Streetlight Maintenance	40,285.62	83,750.00	43,464.38
350	Garbage Collection	(5,113.55)	(73,471.00)	(68,357.45)
351	Recycling Services	92,299.06	185,449.00	93,149.94
352	Sanitary Landfill	(101,472.85)	(94,498.00)	6,974.85
360	Engineering	15,255.25	26,890.00	11,634.75
390	Airport	54,125.90	5,060.00	(49,065.90)
391	Airport Building Maintenance	21,138.27	37,271.00	16,132.73
393	Airport Grounds Maintenance	25,035.34	53,500.00	28,464.66
580	Parks & Cemeteries Admin.	84,305.43	164,381.00	80,075.57
582	Fort Frances Cemetery	46,084.57	77,832.00	31,747.43
583	Riverview Cemetery	96,575.08	138,207.00	41,631.92
584	Point Park	1,235.28	27,935.00	26,699.72
585	Parks - Outdoor Facilities	139,643.41	265,523.00	125,879.59
586	Lions Millennium Park	1,682.61	7,319.00	5,636.39
<b>Total Operations and Facilities</b>		<b>1,691,086.07</b>	<b>2,982,227.00</b>	<b>1,291,140.93</b>

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

		Actuals to Date	2013 Budget	Variance
<b>PLANNING AND DEVELOPMENT</b>				
150	Civic Centre	33,291.74	93,790.00	60,498.26
271	By-Law Enforcement	66,091.04	126,280.00	60,188.96
272	Animal Shelter	4,567.92	10,163.00	5,595.08
813	Building Official	12,756.15	10,816.00	(1,940.15)
815	Planning & Zoning	52,854.97	94,552.00	41,697.03
	<b>Total Planning and Development</b>	<b>169,561.82</b>	<b>335,601.00</b>	<b>166,039.18</b>
	<b>Sub-Total General Fund (Operating)</b>	<b>(5,392,045.98)</b>	<b>(1.00)</b>	<b>5,392,044.98</b>
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	<b>(5,392,045.98) -</b>	<b>1.00</b>	<b>5,392,044.98</b>
	<b>TOTAL BUDGET - Revenue</b>	<b>-19,541,387.67</b>	<b>-22,505,675.00</b>	<b>-2,964,287.33</b>
	<b>TOTAL BUDGET - Expenditures</b>	<b>14,149,341.69</b>	<b>22,505,675.00</b>	<b>8,356,333.31</b>
		<b>-5,392,045.98</b>	<b>0.00</b>	<b>5,392,045.98</b>

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

<b>WATER</b>	<b>Actuals to Date</b>	<b>2013</b>	<b>Variance</b>
961 Waterworks Administration	-899,372.68	-663,561.00	235,811.68
965 Water Treatment Plant	249,417.91	537,917.00	288,499.09
966 Water Storage Facility	95,801.44	125,644.00	29,842.56
	-554,153.33	0.00	554,153.33
L80 Surplus from Previous Year Before TCA	0.00	0.00	0.00
	<b>-554,153.33</b>	<b>0.00</b>	<b>554,153.33</b>

<b>SEWER</b>	<b>Actual to Date</b>	<b>2013 Budget</b>	<b>Variance</b>
410 Sanitary Sewer Administration	-788,818.61	-694,070.00	94,748.61
413 Sewage Treatment Plant	395,674.49	694,070.00	298,395.51
	-393,144.12	0.00	393,144.12
L80 Surplus from Previous Year Before TCA	0.00	0.00	0.00
	<b>-393,144.12</b>	<b>0.00</b>	<b>393,144.12</b>