

TOWN OF FORT FRANCES

AGENDA - November 25, 2013

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 114) 5:30 p.m. to 7:00 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: 5:30 p.m. to 6:20 p.m.**
 - 4.1 Property Acquisition Proposal (Fourth Street West).
 - 4.2 832 Williams Avenue -Easement (Lot 3).
 - 4.3 Assessment Issue.
 - 4.4 Non agenda items.
- 5. Public Session Resumes in Council Chambers: 6:25 p.m.**
- 6. Consent Agenda: 6:25 p.m. to 6:30 p.m.**
 - 6.1 Renewal of Janitorial Contracts for 2014 for Civic Centre/OPP/Fire Hall, Museum, Public Works and Children's Complex. 3 - 6
 - 6.2 Northwestern Health Unit Request. 7 - 12
 - 6.3 Summer Hockey School Request. 13 - 18
 - 6.4 October 2013 Drinking Water Systems Monthly Summary Report. 19 - 26
 - 6.5 Annual Appreciation Dinner as approved by the Administration and Finance Executive Committee. 27
 - 6.6 501 Sixth Street West - Rental Property. 28 - 31
 - 6.7 2013 Honeywell Energy Project Financing. 32 - 39
 - 6.8 2010 Capital Loan Term Renewal. 40 - 43
 - 6.9 2014 Vacation Guide Map. 44 - 48

7. General: 6:30 p.m. to 6:55 p.m.

- | | | |
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| 7.1 | Building Permit Fee Proposal for 2014 User Fees. | 49 - 53 |
| 7.2 | 2014 Proposed User Fees. | 54 - 60 |
| 7.3 | 2014 Proposed User Fees. | 61 - 100 |

8. Information:

- | | | |
|-----|---|-----------|
| 8.1 | Administration and Finance Department Stats for the period
ending October 31, 2013*. | 101 - 102 |
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9. Non-agenda items: 6:55 p.m.

November 19, 2013

Report to: Mayor and Council

From Travis Rob, CBO, Facilities/Special Projects Coordinator

RE: Renewal of Janitorial Contracts for 2014 for the Civic Centre/OPP/Fire Hall, Museum, Public Works, and Children's Complex

The contracts for the janitorial contract for the Civic Centre complex, including the Civic Administration Offices, OPP Offices, and Fire Hall, Fort Frances Museum, Public Works Department, and Children's complex were tendered in 2012 for the 2013 year with the option to extend the agreements for one additional year. The three contractors are as follows: Nicolson's Janitorial Services for the Civic Centre and Museum, Tom Piotrowski for the Children's Complex, and Marianne Hellesoe for the Public Works Garage. Attached to this report are letters of intent from each of the three janitorial contractors currently working in these facilities to extend their contracts for the 2014 year with no change to rates or scope of services from those tendered.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Travis Rob', followed by a period.

Travis Rob, EIT
CBO, Facilities/Special Projects Coordinator

Council Approval of this report will accept the Letters of intent from the contractors and honor the extension to the Janitorial Contracts for the Civic Centre, Museum, Public Works, and Children's Complex for the term of one year.

Nicolson's Janitorial Services

Bill Nicolson (owner/operator)

427 4th St. West

Fort Frances, Ont. P9A3C2

Bus. # 807-276-0348, Home Phone 807-274-4734

Thursday, November 07, 2013

Attention Travis Rob & Jason Kabel

Yes I would like to renew my janitorial contracts for the Civic Centre and the museum for the year of 2014 at the same rates as this year.

A handwritten signature in blue ink, appearing to read "Bill Nicolson", with a long horizontal flourish extending to the right.

Tom Piotrowski; AGENDA ITEM #6.1
1328 Woodward St
Fort Frances ONT
P9A 1X4

Nicole Cheetham; Nov 12, 2013
Dear Nicole;
I agree To perform The
Janitorial duties at the Fort
Frances Children's Complex
For the 2014 year at the
same Price as the 2013 year

Thanking You
Tom Piotrowski



Marianne Hellesoe

Nov.-7-13

204 960 First St. E

Fort Frances ON, P9A-1L6

271-0144

RE: Public Works (Janitorial Contract)

Doug Herr,

Please accept my request to renew my Janitorial Contract (with the Town of Fort Frances) at the Public Works Building – as per my 2013 contract I have the option to renew without putting in a tender.

Thank you,

A handwritten signature in black ink, appearing to read 'Marianne Hellesoe', with a large, stylized flourish extending from the end of the signature.

Marianne Hellesoe



REPORT



TO: Mayor and Council

FROM: Jason Kabel, Manager of Community Services

DATE: November 21, 2013

RE: **Northwestern Health Unit Request – Elaine Fischer**

At the regular Community Services Executive Committee meeting on Monday, November 18, the group received a report (attached) and presentation from Elaine Fischer, Northwestern Health Unit regarding their interest to install outdoor fitness equipment in green space in Fort Frances.

In the presentation Elaine outlined that the Northwestern Health Unit has received money through a New Horizons Grant for ‘Safe & Active Recreation – Outdoor Fitness Equipment’. There should be enough funding to purchase two pieces of equipment and may be an opportunity for a third piece. The equipment is designed to be easy to install, low maintenance, and easy to use for a wide range of ages. The specific in-kind requests of the Town of Fort Frances include:

1. Location and in-kind use of land to ‘house’ fitness equipment.

We would like to request permission from the Town to ‘house’ the equipment stations in a suitable location that is accessible by seniors in our community. We met with the seniors group (SALT) to discuss the project and three possible locations were identified as a ‘home’ for the equipment stations: 1-Nelson Street Park (1100 block), 2- Waterfront path, 3-Legion Park.

2. A plan for the capital equipment after the funding period is completed.

The Ministry has requested more information about sustainability of the equipment beyond the funding period. In order to move forward, the group would like the Town to consider providing in-kind support for on-going maintenance of the equipment. In speaking with other communities and the equipment supplier, the maintenance is very minimal. A suggested inspection list is supplied by the company.

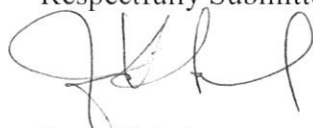
3. Contributions from the Town re: Installation of equipment.

We are hoping the Town of Fort Frances will consider in-kind contribution of staff time and resources to install the equipment stations in the chosen/approved location. The supplier has confirmed that installation is easily done and often completed by Town staff in other communities. Concrete pads are laid and base plates are attached to sleeve anchors to secure the units.

Recommendation

The Community Services Executive Committee discussed the opportunity presented by Elaine Fischer of the Northwestern Health Unit and feels that the in-kind requests are reasonable and achievable without great expense to the Town. The committee was most in favour of supporting the Waterfront walkway as the preferred location for the outdoor fitness equipment. The installation could begin with Public Works crews by pouring 2-3 small concrete pads in selected locations along the waterfront as part of the regular concrete activity that is undertaken each year. The equipment installation could be done on the concrete slabs by the Community Services Division. The minimal on-going maintenance would be the responsibility of the Community Services Division to manage, specifically the maintenance attendant at the arena.

Respectfully Submitted,



Jason Kabel,
Manager of Community Services

Council approval of this report will endorse the in-kind contributions requested by the Northwestern Health Unit for outdoor fitness equipment in Fort Frances as follows:

- 1) To be located along the Waterfront walkway along Front Street in selected locations through consultation with the Community Services Division.
- 2) To install concrete pads at the selected locations and install equipment once pads are ready.
- 3) Have the Community Services Division responsible for the minimal on-going maintenance of the equipment.

New Horizons Project
Working Group

November 13, 2012

Town of Fort Frances
c/o Jason Kabel
Manager of Community Services

Dear Jason,

Re: Town support for outdoor fitness equipment in local park/green space

Thanks for taking the time to discuss the New Horizon's grant. Our grant strives to provide social, recreational and learning opportunities for seniors in our community. One area that has received a lot of interest is the addition of outdoor fitness equipment also called 'playground for adults' or 'outdoor gym'. These equipment stations are unique in that they are housed outdoors for use in parks or other common use spaces. Several communities in Ontario and Manitoba have set up these stations for seniors and report long-term use by seniors. We feel this would be a great benefit to the residents and the Town of Fort Frances as they provide additional opportunities and infrastructure for people to be active.

I've included more information about the product and stories from other communities that have invested in outdoor fitness 'gyms'. We are hoping to purchase 2-3 stations with the intention of adding more stations to create an outdoor fitness area where seniors and other groups can congregate to be active and social.

In order to proceed with this project, we submitted a request to the Ministry for approval to transfer some of our programming funds to capital funds in order to purchase fitness equipment for seniors. In return, the ministry has asked requested more information about the following:

1. Location and in-kind use of land to 'house' fitness equipment:

We would like to request permission from the Town to 'house' the equipment stations in a suitable location that is accessible by seniors in our community. We met with the seniors group (SALT) to discuss the project and three possible locations were identified as a 'home' for the equipment stations:
1- Nelson Street Park, 2- the Waterfront area along the path, 3- Legion Park.

2. A plan for the capital equipment after the funding period is completed:

The Ministry has requested more information about sustainability of the equipment beyond the funding period. In order to move forward, the group would like the Town to consider providing in-kind support for on-going maintenance of the equipment. In speaking with other communities and the equipment supplier, the maintenance is very minimal. A suggested inspection list is supplied by the company. If a piece of equipment did require replacement or a major cost was involved with a repair, we would not expect the Town to incur the cost. It is our hope that the Town would consider adding these capital assets into the Town budget similar to the equipment housed at the Recreation Centre.

3. Contributions from the Town re: installation of equipment:

Finally, we are hoping the Town of Fort Frances will consider in-kind contribution of staff time to install the equipment stations in the chosen/approved location. The supplier has confirmed that installation is easy and often completed by Town staff in other communities. Cement pads are laid and base plates are attached to sleeve anchors

The local working group is very grateful for any in-kind support that can be provided for the project. We look forward to hearing from you about above mentioned requests put forward by seniors so that we can move ahead with our request to the Ministry.

Should you require more information, please do not hesitate to contact me at 274-9827.

Respectfully,

Elaine Fischer

Outdoor Fitness Equipment

I've been in touch with two communities (Chatham-Kent and Carman Manitoba) and I'm currently working with 2 equipment suppliers to provide the best pricing for the equipment for the Town of Fort Frances.

This information provides an overview of some of the available pieces as well as a cost for the stations.

We would like to purchase 2-3 stations (pending funding approval) and would look to expand the stations based on need, interest and future funding.

Active Fit2 Recumbent Bike

\$2059



Active Fit2 Cross Country Skier

\$3450



ActiveFit2 Lat Pull/Chest Press

\$4600

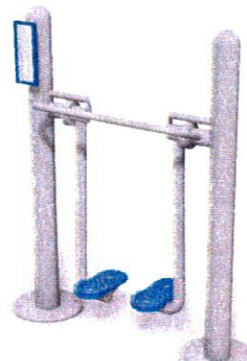


Active Fit 2 Elliptical Trainer



\$3358

ActiveFit2 Air Walker



\$2634

Carman's Outdoor Exercise Equipment A Hit With Pathway Users

Written by Tara Funke on Tuesday, 23 October 2012

Thanks to a \$25,000 grant from the New Horizons For Seniors Program Carman residents can now enjoy an outdoor exercise park. The ribbon was cut yesterday by those who helped bring the project to completion, including the community pathway committee chair, Neil Strachan. He says it's fun and free fitness equipment which is available to anyone and truly compliments their already popular multi-use pathway. Strachan notes these types of outdoor gyms can be found in parts of B.C. and Alberta and feels it's a growing trend in fitness.

Recreation Director Angie Shindle was excited to demonstrate how to use each piece of the all-weather equipment. She explains they took time picking out a good variety of pieces that focus on the body's major muscle groups. Shindle invites people to not just drive-by but to stop and check out the new workout area, adding it's a wonderful spot to try something different even in the middle of winter.

Gustine Wilton, Chair of the Active Living Centre and project committee member, tells us they have not yet used all of their available funds. Once they tally the final numbers they will decide what to do with the money and says some new ideas are being tossed around. She says there is talk of adding another piece of gym equipment or perhaps adding a roof over the existing ones. Wilton is doubtful there will be enough money for that but is open to hearing from more people with ideas.

The committee members thank the Town of Carman and local Kinsmen for their labour and assistance with other various tasks along the way.



Committee members were eager to jump on the workout stations to try them out.

Outdoor exercising available in Tilbury

The Chatham-Kent Public Health Unit and the Municipality of Chatham-Kent Recreation Facilities Department have partnered to combine an existing walking trail at the Odette Senior Garden Park (24 Stewart St, Tilbury) with newly developed outdoor exercise equipment. The opportunity to combine walking, jogging and exercise equipment, to improve the overall fitness within the community, is a terrific initiative!



TILBURY - With an overwhelming number of underactive citizens in Canada, Chatham-Kent is taking steps to make physical activity an easy choice for residents. On Tuesday, Chatham-Kent Mayor Randy Hope cut a ribbon to officially signify the grand opening of eight outdoor fitness stations at Odette Seniors Garden Park, in Tilbury. The stations are set up along the park's 500-metre trail. "We have people who still require supportive devices in order to get around and it's important that we have an area where they can go and feel comfortable taking those active trips," said Hope. During his trip abroad to China, Hope said he saw the same exercise equipment all over many Chinese communities.

"I'm hoping more people throughout the community of Tilbury and surrounding area take an active part and come out and enjoy the activities that are here," he added.

The exercise stations were installed through a partnership between the C-K Public Health Unit and C-K Recreation Facilities and the pieces resemble the traditional equipment one might find in an indoor gym. "There's a lot of people who can't afford gym memberships or aren't comfortable," said Ann Robinson, Chatham-Kent's manager of recreation programs. "It gets people to get outside to enjoy the natural outdoors and still stay active." Robinson said C-K recreation plans to use the Tilbury park as a pilot project to showcase the outdoor exercise equipment to other communities in Chatham-Kent. "Getting seniors out, keeping them active, keeping them strong, helps prevent future health issues," said Robinson about the importance of the new equipment. "The more active we keep everybody, the better off we're all going to be." All eight pieces of exercising equipment and their installation cost \$22,000 of provincial funding from the physical activity budget. The equipment is built to withstand the elements and every piece is guaranteed to last at least five years. Rob Veccia, recreation facilities supervisor for Tilbury and Wheatley, said the outdoor equipment will provide an opportunity for community members to incorporate strengthening exercises during their walks on the park's trail. "The pieces (at the park) are the things that most people will utilize," he said. "Each area will work a different part of your body and it all works off of your own natural ability to work yourself."

For full details visit www.chatham-kent.ca/recreation



REPORT



TO: Mayor and Council

FROM: Jason Kabel, Manager of Community Services

DATE: November 20, 2013

RE: **Summer Hockey School Request – Harry Mahood & Jamie Davis**

Preamble

The Community Services Division has been contacted by Harry Mahood, Assistant Coach – Amarillo Bulls and Jamie Davis, Head Coach – Fort Frances Muskies to express their interest in operating Northwestern Hockey Camp Canada 27.0 (NWHCC). The name refers to a summer hockey program that Mr. Mahood has been involved with for 26 years in other communities in Northwestern Ontario, most notably Ignace, ON. The summer Hockey School in Ignace grew to a premier hockey program that boasted NHL notables like Jonathan Toews, Mike Richards, Chris & Sean Pronger, Ryan Parent, and Joe Basaraba. It became a significant boost to the Ignace local economy and became an establishment that put Ignace on the map.

Northwestern Hockey Camp Canada, Mahood & Davis would like to make Fort Frances the home of the summer program in its 27th year because of the facility that we can offer, the community that will support it, and because of the proximity to the USA being a border town. The marketing material will promote the hockey school as *The Great Canadian Experience – Fort Frances*. Some of the highlights of the attached proposal are:

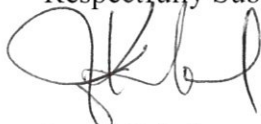
- The hockey school operates from mid-July to mid-August.
- A 5-year agreement for Northwestern Hockey Camp Canada to be the preferred summer camp offered in Fort Frances, 2014-2018.
- A minimum of 30 hours of ice required per week. May be as much as 40 hours with a greater enrolment.
- Use of the '52 Canadians ice pad for dry-land training.
- Use of another designated space for bunk beds to be built by NWHCC for out of town players.
- Use of the auditorium kitchen for meal preparation.
- There is no interest from the group to make use of the fitness area of the facility (weight room, pool, squash courts).

Recommendation

The Community Services Executive Committee received the attached material from Jamie Davis at its regular meeting on Monday, November 18 and was afforded the opportunity to pose questions and clarify various aspects of the proposal with him. The

committee feels that it could be a great opportunity for the community and recommends that J. Kabel work with Northwestern Hockey Camp Canada (Mr. Mahood & Mr. Davis) to bring the summer hockey program to Fort Frances as an effort to help boost our local economy through sports tourism, enhance the summer experience for young hockey enthusiasts in the district, and help establish Fort Frances as a destination to outsiders through hosting the hockey school in the summer months as presented.

Respectfully Submitted,

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

Jason Kabel,
Manager of Community Services

Council approval of this report will agree with the Community Services Executive Committee to have J. Kabel liase with Northwestern Hockey Camp Canada to bring the summer hockey program to Fort Frances as an effort to help boost our local economy through sports tourism, enhance the summer experience for young hockey enthusiasts in the district, and help establish Fort Frances as a destination to outsiders through hosting the hockey school in the summer months.

NORTHWESTERN HOCKEY CAMP CANADA

Northwestern Hockey Camp was founded in 1987. Northwestern Hockey Sports Camp has operated Professional development Summer Camps throughout the world with over 100,000 participants internationally, Players such as **Jonathan Toews, Mike Richards, Chris & Sean Pronger, Ryan Parent** and **Joe Basaraba** are just a few of the players who built 5-7 years of their game at Northwestern Hockey Camp.

Our program has been designed with a “need specific” programming model for all levels of developing players that reflects the evolving needs of players and the game.

One of the major bi products of a Community based summer hockey camp is the direct economic impact that can be measured;

	FAMILY VISITS	LODGING	MEALS/FOOD	GAS	ENTERTAINMENT	OUTDOORS
Wk 1	30-50	\$700-\$1000	\$200-500	\$200	\$500	\$500-1000
WK 2	30-50	\$700-\$1000	\$200-500	\$200	\$500	\$500-1000
WK 3	30-50	\$700-\$1000	\$200-500	\$200	\$500	\$500-1000
WK 4	30-50	\$700-\$1000	\$200-\$500	\$200	\$500	\$500-1000

Our goal is develop our program in Fort Frances to benefit the local players and infuse a significant economic impact through International and visiting participants who will have the opportunity to enjoy “*The Great Canadian Experience*” in Fort Frances.

Respectfully,

Jamie Davis
Director

Harry Mahood
Founder & President



NORTHWESTERN HOCKEY CAMP CANADA 27.0
The Great Canadian Experience – Fort Frances, ON

NORTHWESTERN HOCKEY CAMP **CANADA**

PROJECTED WEEKLY ICE SCHEDULE

ON ICE	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
•UNDER 14	8:00-9:30 AM	8:00-9:30 AM	8:00-9:30 AM	8:00-9:30 AM	8:00-9:30 AM
•UNDER 8	9:40-10:55 AM	9:40-10:55 AM	9:40-10:55 AM	9:40-10:55 AM	9:40-10:55 AM
•UNDER 11	11:05-12:35 pm	11:05-12:35 pm	11:05-12:35 pm	11:05-12:35 pm	11:05-12:35 pm
•UNDER 14	12:45-2:15 PM	12:45-2:15 PM	12:45-2:15 PM	12:45-2:15 PM	12:45-2:15 PM
•UNDER 8	2:25-3:40 PM	2:25-3:40 PM	2:25-3:40 PM	2:25-3:40 PM	2:25-3:40 PM
•UNDER 11	3:50-5:20 PM	3:50-5:20 PM	3:50-5:20 PM	3:50-5:20 PM	3:50-5:20 PM
GAME					5:30 BANQUET
•U14 GAME	6:00-6:50 PM		6:00-6:50 PM		6:30-7:20 PM
•U 8 GAME	7:00-7:50 PM		7:00-7:50 PM		7:30-8:20 PM
•U 11 GAME	8:00-8:50 PM		8:00-8:50 PM		8:30-9:20 PM

NHCC will confirm Ice Schedule on or before June 1 on an annual basis (Min 30 Hours per week)



NORTHWESTERN HOCKEY CAMP **CANADA 27.0**
The Great Canadian Experience – Fort Frances, ON

NORTHWESTERN HOCKEY CAMP **CANADA**

Northwestern Hockey Camp **Canada** 27.0

Directed under the Professional auspices of Harry Mahood BRS MCC (founder) & Jamie Davis. 2014 will be the 27th year of Professional Programming.

A (5) five year term to operate Northwestern Hockey Canada 27.0 exclusively at the Memorial Sports Center, 740 Scott St, Fort Frances ON P9A 1H8

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
2014	JULY 21-25	JULY 28-8.1	AUG 4 -8	AUG 11-15	N/A
2015	JULY 20-24	JULY 27-31	AUG 3-7	AUG 10-14	TBD
2016	JULY 18-22	JULY 25-29	AUG 1-5	AUG 8-12	TBD
2017	JULY 24-28	JULY 31-8.4	AUG 7-11	AUG 14-18	TBD
2018	JULY 23-27	JULY 30-8.3	AUG 6-10	AUG 13-17	TBD

NHCC will confirm Ice Schedule on or before June 1 on an annual basis



NORTHWESTERN HOCKEY CAMP **CANADA 27.0**
The Great Canadian Experience – Fort Frances, ON

NORTHWESTERN HOCKEY CAMP **CANADA**

DATES 2014	PROGRAM	TOTAL ICE HOURS	ICE RATE HOURLY	DAILY RATE -Auditorium -2 nd Pad & Meet Room
JULY 21-25	SUPER SKILLS Ages 5-14	30-55	\$85	\$100
JULY 28-AUG 1	SUPER SKILLS AGES 5-14	30-55	\$85	\$100
AUGUST 4 - 8	AAA HIGH PERFORMANCE AGES 8-17	30-55	\$85	\$100
AUG 11 – 15	AAA HIGH PERFORMANCE AGES 8-17	30-55	\$85	\$100



NORTHWESTERN HOCKEY CAMP CANADA 27.0
The Great Canadian Experience – Fort Frances, ON

November 12, 2013

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: October 2013 Drinking Water Systems Monthly Summary Report



Please find attached the October 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 October 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 October 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

10 Council Water ReportOctober 2013.doc

RECOMMENDED

NOV 20 2013
DIV. MNG. *Doug Brown*
EXECUTIVE COMM. *Randy White*

October, 2013

**Monthly Summary Report
Water Systems**

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

Dated: November 04, 2013

1) Introduction

This report contains the major maintenance activities and operational events that occurred during the month of October 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 purpose in accordance with the Health Protection and Promotion Act – Section 7 of the Small Drinking Water Systems Regulation, O. Reg. 318/08 (*Amended to Safe Drinking Water Act, 2002 - Section 6 of Ontario Regulation 252/05*). The operators do a visual inspection of the warning notices at a minimum of once per week to ensure that they are legible and comply with Ontario Regulation 318/08, Section 7(5).

5) Free Available Chlorine Residual (FAC) – Main Water System – # 220000978

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

6) Free Available Chlorine residual (FAC) – Airport Groundwater Well System # 26002736

Signs posted, exempt from testing.

7) Maintenance Activities at the WTP

Oct. 03rd - cleaned the top and bottom tank on the poly unit.
- cleaned the four (4) check valves on the poly unit.

Oct. 04th - installed a new soda ash pump.
- cleaned soda ash line from pump to contact chamber.

Oct. 07th - tested backflow preventer at sewage plant.

Oct. 08th - recalibrated distribution chlorine analyzer.

Oct. 09th - flushed poly line to #1 clarifier.
- cleaned filter walls and the troughs to the filters.

Oct. 10th - flushed poly line to # 2 clarifier.

Oct. 16th - flushed poly line to clarifiers.

Oct. 17th - cleaned mixing valve on poly unit.

Oct. 22nd - recalibrated distribution chlorine analyzer

Oct. 28th - took grab samples from filter turbidity meters.

Oct. 30th - flushed poly lines to clarifiers.

Oct. 31st - cleaned the top and bottom tank on the poly unit.



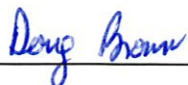

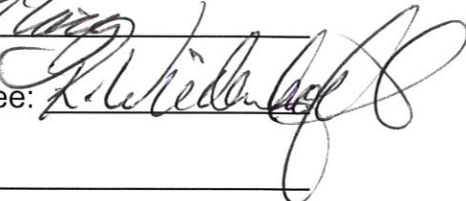

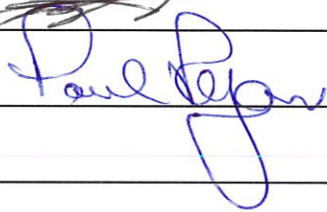

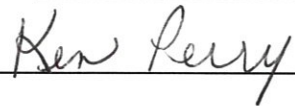
8) Water Complaints –

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

9) **Other Miscellaneous Information:**

- Oct. 01st - received a load of chlorine tonners and shipped back empties.
- Oct. 02nd - lead samples taken throughout town.
- Oct. 03rd - lead samples taken throughout town.
- Oct. 07th - routine micro sample collection.
- Oct. 09th - two hydrant replacement samples on Idywild Drive - first set.
- Oct. 10th - two hydrant replacement samples on Idywild Drive - second set
- ALS lab notified staff of 3 lead exceedances - the 3 residences were notified and followed up with paper work to M.O.E., S.A.C. & M.O.H.
- Oct. 15th - routine micro sample collection.
- landfill site samples taken.
- service repair samples, Huffman Court - first set.
- Oct. 16th - service repair samples, Huffman Court - second set.
- winterized Sunny Cove Camp water system.
- Oct. 21st - routine micro sample collection.
- Oct. 22nd - R. White and B. Webb attended the Water / Wastewater conference in Thunder Bay October 23-25, 2013.
- Oct. 28th - routine micro sample collection.
- Oct. 29th - D.W.S.P. samples taken.

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 Wiedenhoef, Chair O& F Exec Committee: 
- Roy Avis, Mayor: 
- Paul Ryan, Councillor: 
- John Albanese, Councillor: _____
- Andrew Hallikas, Councillor: _____
- ~~Sharon Tibbs, 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 October, 13

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

Flow Data	October	Units	2011		2012		2013	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m ^{^3}			186500		148030		145180
Raw Maximum Day	m ^{^3}		Saturday 08th	6380	Monday 22nd	5590		4990
Raw Minimum Day	m ^{^3}		Monday 31st	5690	Wednesday 24th	4130		4310
Raw Average Daily Consumption	m ^{^3}			6020		4775		4680
Total Treated Water	m ^{^3}			123010		116100		113160
Treated Water Maximim Day Consumption	m ^{^3}		Saturday 08th	5000	Sunday 21st	4970		4100
Treated Water Minimim Day Consumption	m ^{^3}		Saturday 01st	2880	Wednesday 10th	3160		3410
Treated Water Average Day Consumption	m ^{^3}			3970		3745		3650
Daily Average Per Household Consumption Rate	m ^{^3}			1.05		0.99		0.96
* Daily Average Per Person Consumption Rate	m ^{^3}			0.50		0.47		0.46
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water	mg/L			2.05		1.65		1.87
Total Chlorine Residual - Treated Water	mg/L			2.4		1.95		2.19
Aluminum Sulphate - Raw Water	mg/L			34.5		34.5		34
Aluminum Sulphate - Treated Water Residual	mg/L			0.06		0.05		0.06
Fluoride - Treated Water	mg/L			0.71		0.58		0.66
Soda Ash - Raw Water	mg/L			34		34		34
PH - Adjusted	mg/L			7.29		7.41		7.13
Temperature	C			12.9		12.9		12.5
Quantity of Chemical Used:								
Aluminum Sulphate	kg			6434.3		5107.0		4936.1
Polyelectrolyte	kg			62.5		87.5		50
Chlorine Gas	kg			729		508		609
Soda Ash - Used for PH Adjustment	kg			6160.6		4881.2		4936.1
Fluoride	kg			710		400		489

* The Canadian Average is 450 Litres (0.45 m^{^3}) per day.

* Population is 7986

* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
October 2013

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																																				
Peak instantaneous - Raw Water	Raw Water	10 ³ M ³	17	4.62	4.73	4.73	4.61	4.84	4.84	4.31	4.65	4.54	4.75	4.55	4.51	4.99	4.77	4.46	4.61	4.73	4.60	4.60	4.83	4.49	4.79	4.80	4.77	4.79	4.48	4.88	4.52	4.76	4.79	4.74	145.18	4.68
	Peak instantaneous -Raw Water	L/s	55.06	55.02	54.96	55.01	55.01	54.91	54.84	54.36	54.51	54.52	54.41	54.48	54.48	54.48	54.63	54.52	54.35	54.38	54.38	54.38	54.25	54.13	55.92	55.94	55.94	55.90	55.92	55.77	55.79	55.79	55.79	1706.14	55.04	
	Treated Water	10 ³ M ³	17	3.57	4.10	3.59	4.06	3.46	3.76	3.67	3.50	3.99	3.85	3.99	3.63	3.44	3.57	3.80	3.59	3.69	3.46	3.44	3.66	3.84	3.65	3.58	3.59	3.53	3.57	3.65	3.65	3.41	3.47	3.48	113.16	3.65
	Peak instantaneous - Treated Water	L/s	63.63	62.76	66.80	63.87	62.90	62.48	61.71	62.52	63.31	62.47	65.12	64.06	70.29	63.81	61.21	62.52	63.37	61.83	67.48	63.99	61.29	67.55	65.58	62.53	61.93	65.01	60.85	61.45	63.38	61.70	62.79	1970.19	63.55	
BackWash Water	10 ³ M ³	n/a	0.235	0.201	0.214	0.235	0.202		0.236	0.419	0.236	0.204	0.217	0.238	0.207	0.217	0.239	0.209	0.215	0.235	0.204	0.219	0.239	0.212	0.215	0.233	0.206	0.219	0.229	0.209	0.219	0.221	0.226	6.819	0.227	
Fluoride Information																																				
Fluoride Residual - Treated Water		mg/l	0.5 to 0.8	0.60	0.60	0.72	0.71	0.72	0.71	0.61	0.60	0.62	0.64	0.54	0.62	0.68	0.73	0.73	0.70	0.69	0.67	0.65	0.61	0.60	0.64	0.61	0.70	0.73	0.75	0.76	0.65	0.61	0.64	0.72	20.56	0.66
Turbidity Information																																				
Raw Water	Raw Water	NTU	n/a	1.01	1.10	1.01	1.10	1.05	1.10	1.15	1.10	1.08	1.04	0.99	0.91	0.92	0.96	0.99	0.94	0.90	0.86	0.89	0.92	0.94	1.43	1.04	1.02	0.99	0.87	0.85	0.89	1.01	0.98	0.99	31.01	1.00
Settled Water	Settled Water	NTU	n/a	0.09	0.08	0.09	0.07	0.09	0.10	0.09	0.09	0.09	0.08	0.07	0.09	0.08	0.07	0.06	0.06	0.07	0.09	0.09	0.09	0.09	0.07	0.07	0.09	0.08	0.09	0.09	0.08	0.07	0.06	0.12	2.55	0.08
Treated Water	Treated Water	NTU	1	0.04	0.05	0.06	0.05	0.06	0.05	0.06	0.05	0.07	0.05	0.05	0.06	0.07	0.05	0.04	0.04	0.04	0.04	0.06	0.05	0.06	0.06	0.05	0.05	0.05	0.06	0.05	0.06	0.06	0.05	0.06	1.65	0.05
Other Operating Parameters																																				
pH - Treated Water	pH - Treated Water	no units	6.5 to 8.5	7.12	7.09	7.01	7.10	7.07	7.12	6.86	6.81	7.12	7.15	7.13	7.10	7.23	7.23	7.28	7.26	7.24	7.21	7.19	7.15	7.17	7.05	7.36	7.11	7.20	7.12	7.17	7.12	7.06	7.15	7.19	221.17	7.13
pH - Settled water	pH - Settled water	no units	n/a	6.01	6.10	6.25	6.20	6.19	6.09	6.26	6.21	6.63	6.45	6.52	6.60	6.60	6.61	6.29	6.34	6.26	6.39	6.25	6.19	6.22	6.56	6.42	6.71	6.68	6.43	6.35	6.37	6.92	6.86	6.91	198.87	6.42
FAC - Raw Water	FAC - Raw Water	no units	n/a	7.05	7.10	6.89	7.01	6.95	7.00	6.79	6.81	7.06	6.73	6.87	6.70	7.07	7.05	7.60	7.04	7.07	7.01	7.00	7.11	7.10	6.99	6.72	6.79	6.85	6.81	6.99	6.98	6.83	6.85	6.82	215.14	6.84
Total Chlorine Residual Treated	Total Chlorine Residual Treated	mg/l	0.2 to 4	1.88	1.96	1.82	1.85	1.79	1.75	1.99	2.12	1.96	1.90	1.93	1.85	1.89	1.82	1.84	1.78	1.75	1.69	1.71	1.80	1.85	1.90	1.98	1.93	1.82	1.84	1.86	1.91	1.86	1.99	57.91	1.87	
	Temperature	C	15	17.0	17.0	16.0	16.0	16.0	15.0	14.0	14.0	14.0	15.0	15.0	15.0	14.0	13.0	13.0	12.0	12.0	12.0	11.0	11.0	11.0	11.0	11.0	10.0	10.0	9.0	9.0	8.0	8.0	8.0	388.0	12.5	
Fluorine used (Total Daily Consumption)	Fluorine used (Total Daily Consumption)	kg	n/a	15.0	19.0	16.0	16.0	18.0	14.0	14.0	16.0	15.0	21.0	20.0	19.0	21.0	21.0	19.0	20.0	20.0	19.0	18.0	16.0	17.0	15.0	15.0	17.0	15.0	15.0	15.0	15.0	15.0	16.0	489.0	15.8	
Soda ash (Total Daily Consumption)	Soda ash (Total Daily Consumption)	kg	n/a	19.0	21.0	21.0	20.0	22.0	22.0	19.0	20.0	20.0	21.0	20.0	19.0	21.0	21.0	19.0	20.0	20.0	19.0	20.0	21.0	19.0	21.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	609.0	19.6	
Soda ash - Dosage	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	34.0	1054.0	34.0
Alum residual - (Total Daily Consumption)	Alum residual - (Total Daily Consumption)	kg	n/a	157.1	160.8	160.8	156.7	168.0	164.6	146.5	158.1	154.4	161.5	154.7	153.3	169.7	162.2	151.6	156.7	160.8	156.4	156.4	164.2	152.7	162.9	163.2	162.2	162.9	152.3	165.9	153.7	161.8	162.9	161.2	4936.1	159.2
Alum residual - Dosage	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	34.0	1054.0	34.0
Poly bags added (25 kg bags)	Poly bags added (25 kg bags)	kg	0.1	0.06	0.05	0.09	0.08	0.09	0.07	0.09	0.09	0.08	0.06	0.07	0.07	0.03	0.06	0.04	0.06	0.06	0.04	0.06	0.04	0.05	0.04	0.05	0.06	0.06	0.05	0.06	0.06	0.04	0.08	0.04	1.88	0.06
																																				50.0

MEMORANDUM

TO: Mayor and Council

FROM: Christine Ruppenstein, Human Resources Manager

DATE: November 20, 2013

SUBJECT: Annual Appreciation Dinner as approved by the A&F Executive Committee

In the past, the annual appreciation dinner has been held at the Rendez Vous around the end of November. The last instance was November 30th 2011. The total cost was \$7925.70

In June of this year, we held the annual appreciation dinner at Sunny Cove Camp. This event recognized 2012 and 2013 employees and volunteers. The total cost was \$5671.86

This report to determine council's preference for location of event and time of year that it will take place.

All of the feedback I have received indicates that the Sunny Cove event was very successful and the attendees enjoyed themselves immensely.

If Council determines that Sunny Cove is the preferred venue, then Council may want to also determine an approximate month and day of the week that is preferred, which will allow administration on an annual basis to ensure that the facility is booked.



<p>COUNCIL APPROVAL OF THIS REPORT WILL authorize that the annual appreciation dinner will be held at Sunny Cove Camp during the month of early June, with preference being on Friday night during the week.</p>



TOWN OF FORT FRANCES

ADMINISTRATION & FINANCE DIVISION

TREASURY REPORT 2013/110

TO: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: November 20, 2013

SUBJECT: 501 Sixth Street W. – Rental Property

BACKGROUND

The Town of Fort Frances owns property located at 501 Sixth Street W. of which has been leased continuously to one tenant since October 1, 1986. The tenancy lease in 1986 started at \$250.00/month, with periodic increases throughout time to the present lease in the amount of \$373.72. By-Law No. 09/13 authorizes the present lease agreement for the period of March 1, 2013 to February 28, 2014 with Jane Peterson.

In accordance with the rent increase guidelines, the rent of a unit can be increased if at least 12 months have passed since the tenant first moved in or since his or her last rent increase. The tenant must be given proper written notice of the rental increase of at least 90 days before the rent increase takes effect. Each year the Ontario government announces the province's rent increase guideline, being the maximum percentage by which a landlord can increase the rent for residential tenants without approval from the Landlord and Tenant Board. Generally, a landlord can only increase the rent by the percentage listed in the rent increase guideline; the 2014 guideline is 0.8 per cent and the earliest that the rent increase could take effect is March 1, 2014 (increase from \$373.72 to \$376.71).

Currently the annual rental amount is \$4,375.20, with the tenant paying hydro and water costs. The property does not have sewer service as it has a septic field system. The proposed 0.8% equals to a \$2.99 monthly increase and would raise the annual rental to \$4,520.52. Notice must be given on or before December 1/13 to meet the 90 days notice provision.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the allowable 0.8% rent increase for 2014, covering the period from March 1, 2014 to February 28, 2015 for residential property located at 501 Sixth Street West and further that a lease agreement with Jane Peterson and authorizing by-law be prepared.

Council Approval of this Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve rent increase of 0.8% for 2014 for residential property located at 501 Sixth Street W. Further, that a lease agreement with Jane Peterson be approved for the period of March 1, 2014 to February 28, 2015 and that an authorizing by-law be prepared.

Notice of Rent Increase Form N1

Read the instructions carefully before completing this form.

To: (Tenant's name and address) JANE PETERSON	From: (Landlord's name and address) THE CORPORATION OF THE TOWN OF FORT FRANCES
Address of the Rental Unit: 501 Sixth Street West Fort Frances, ON P9A 3E8	

Your New Rent

On <u>01 March 2014</u> <small>(day/month/year)</small> per <u>Month</u> <small>(month, week, etc.)</small>	, your rent will increase to \$ <u>\$376.71</u> This rent includes the basic rent for your rental unit, plus any amount you pay separately to your landlord for services.
--	--

Explanation of the Rent Increase

This is a rent increase of: \$ 2.99 per Month or 0.8 %.
(month, week, etc.)

Shade one of the following:

☒ This rent increase is less than or equal to the rent increase guideline and does not need approval by an order under the *Residential Tenancies Act*.

OR

☐ This rent increase is more than the rent increase guideline, but:

1. ☐ The rent increase has been approved by an order under the *Tenant Protection Act* or the *Residential Tenancies Act*.
2. ☐ The rent increase must be approved by an order under the *Tenant Protection Act* or the *Residential Tenancies Act*. I have applied to the Tribunal or the Board for a Rent Increase Above the Guideline.

**Important
Information
About the
Law**

1. The landlord must give the tenant this notice at least 90 days before the date of the rent increase. A landlord may increase the rent if at least 12 months have passed since the last rent increase or since a new tenant moved into the rental unit. No Notice of Rent Increase is required where the landlord and tenant have signed an Agreement to Increase the Rent Above the Guideline (Form N10).
2. A tenant does not have to sign a new lease when a fixed term tenancy ends. If the tenant decides not to sign a new lease, the tenant does not have to move, but the tenancy becomes "month-to-month".

If a tenant plans to move, the tenant must notify the landlord on Form N9 (Tenant's Notice to Terminate the Tenancy) at least 60 days before the lease expires if the tenant has a fixed term of tenancy or 60 days before the end of a monthly or yearly rental period. The tenant must notify the landlord on Form N9 at least 28 days before the end of a weekly rental period.
3. If the rent increase needs approval by an order under the *Tenant Protection Act* or the *Residential Tenancies Act*, the tenant is not required to pay more than the guideline increase until the order is issued. If the tenant only pays the guideline increase, the tenant may owe the landlord once the order is issued.
4. If you have any questions about the law related to rent increases and how it applies to this notice, you can contact the Landlord and Tenant Board at **416-645-8080** or toll-free at **1-888-332-3234**. Or, you may also visit the Board's website at **www.LTB.gov.on.ca** for further information.

Signature
☒ Landlord ☐ Agent

Name of Person Signing Laurie A Witherspoon	Phone Number 807 274 5323 Ext 248
Signature	Date

Agent Information (if applicable)

Name		Company Name (if applicable)	
Mailing Address			Phone Number
Municipality (city, town, etc.)	Province	Postal Code	Fax Number



Landlord's Self-Help Centre

Annual Rent Increase Guideline

Rent control in Ontario was first introduced in 1975 as a temporary measure.

The current formula used to determine annual rent increase guidelines was developed and implemented by the Liberal government.

Bill 19 came into force in 2012 and capped the annual rent increase guideline beginning in 2013 to a maximum of 2.5%. There is a provision for review in 4 years.

Ontario landlords have the benefit of vacancy de-control which means when a rental unit becomes vacant they can adjust the rent current market levels when renting to a new tenant.

A recent LSHC survey found 66.9% of landlords (240 polled) did not know about exemptions to the annual rent increase guideline.

The Ministry of Municipal Affairs and Housing announced the **2014** rent increase guideline at **0.8%**.

The annual rent increase guideline is determined according to section 120 (2) of the *Residential Tenancies Act, 2006* which averages the monthly Ontario Consumer Price Index over a twelve month period that ends at the end of May of the previous calendar year. If the guideline amount exceeds 2.5% it will be reduced to 2.5%, the maximum amount but which rents may be increased when taking a guideline increase.

If an increase of more than 2.5% is required, the landlord must follow the process to seek approval for an Above Guideline Increase.

The 2014 guideline applies to rent increases that will be taken between January 1, 2014 and December 31, 2014. Landlords may increase rents once every 12 months for sitting tenants by the guideline amount without seeking approval from the Landlord and Tenant Board. Landlords must provide 90 days written notice using the prescribed LTB Form N1.

Exemptions from the Annual Rent Increase Guideline:

The annual guideline applies to most, but not all residential rental properties in Ontario. The Act lists situations, in section 6 (2), in which a landlord may increase rent to an amount that is not limited to the guideline amount.

The provisions of the RTA that deal with the maximum amount by which rents can be increased do not apply with respect to a rental unit if:

- **it was not occupied for any purpose before June 17, 1998** - meaning *it is either in a new building (often a condominium building) built since 1998, or an older building with a new unit or never occupied, residentially or otherwise, before June 17, 1998;*
- **it is a rental unit no part of which has been previously rented since July 29, 1975** - meaning *only the owner has used or occupied the unit since 1975; or*
- **no part of the building, mobile home park or land lease community was occupied for residential purposes before November 1, 1991** - meaning *the building was probably commercially used before 1991 and then was converted to residential use.*

In the above situations, an N2 rent increase form can be given when increasing the rent **by any amount**. In most other situations (unless the rent increase is by agreement of both parties) an N1 form should be given to increase rent only by the guideline.

Landlords are required to provide 90 days written notice when increasing the rent using either the N1 or N2 form, available online at: http://www.ltb.gov.on.ca/en/Forms/STEL02_111311.html

Guideline History

2014 - 0.8%
2013 - 2.5%
2012 - 3.1%
2011 - 0.7%
2010 - 2.1%
2009 - 1.8%
2008 - 1.4%
2007 - 2.6%
2006 - 2.1%
2005 - 1.5%
2004 - 2.9%
2003 - 2.9%
2002 - 3.9%
2001 - 2.9%
2000 - 2.6%



TOWN OF FORT FRANCES

ADMINISTRATION & FINANCE DIVISION

TREASURY REPORT 2013/115

To: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: November 20, 2013

SUBJECT: 2013 Honeywell Energy Project Financing

BACKGROUND

On June 7, 2012, Council approved proceeding with the Honeywell Energy Performance Contract. The report prepared by Travis Rob, EIT Facilities/Sustainable Coordinator outlined that the project addresses immediate needs within the Town of Fort Frances facilities with the aim to save the corporation money, energy, curb unexpected equipment failures, and revitalize facilities. The Honeywell Performance Contract was intended to be a comprehensive self-funded program guaranteed for a 15-year term. Council authorized a CIBC loan in the amount of \$1,000,000.00 for a 5-year term and 15-year amortization for the Honeywell Energy Project completed to December 31, 2012 and the necessary Water, Sanitary Sewer and Corporate Project Reserve Funds to fully finance the balance of the 2012 completed portion of the Honeywell Energy Project.

Phase II of the Honeywell Energy Project was approved in the 2013 Capital budget being the Corporate Honeywell Improvements Project of \$1,505,425, Sewage Treatment Plant Improvements of \$130,457 and Water Treatment Plant of \$212,366 with estimated Long-term Debt Financing required of \$1,243,000 (see 2013 Capital Budget attached). Travis Rob has prepared the attached spreadsheet that forecasts the project costs for 2013 to be \$1,794,488.72, less the estimated OPA Incentive Grants, contribution from RRDSSAB for the Daycare and CIF Grant for the Memorial Sports Centre, for a net cost of \$1,201,099.11. There would be an additional amount for the non-rebated portion of HST. It is noted that the Waterworks and Sanitary Sewer portion of the project is funded through their individual funds.

In order to ensure that financing for Phase II of this project is in place for the end of the year, consideration for a loan in the amount of \$1,200,000, the amortization period and terms is required with any residual amount remaining funded from Corporate Reserve Funds (estimated at \$1,099.11 plus non-rebated HST). As the 2012 loan was for a 5-year term, the 2013 loan could be for a 4-year term and a 14-year amortization, therefore both loans would be renewable at the same time (December 2017) with the possibility of combining the loans for the remaining 10 years as they are for the same project. Rob Georgeson, CIBC Financial Advisor was indicated that at the present interest rates for a \$1.2 Million loan with 14-year amortization on the day requested was 3.38% for a 4-year term (the rates change on a daily basis and are not locked in until the bank officially books the rate).

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of new long-term debt financing, in the form of a bank loan, in the amount of \$1.2 Million, with a 4-year term and 14-year amortization for the Phase II (2013) Honeywell Energy Project completed to December 31, 2013 and to proceed with a borrowing By-Law. Further that the Waterworks, Sanitary Sewer and Corporate Projects Reserve Funds finance the balance of the 2013 completed portion of the Honeywell Energy Project.

Council Approval of this Report Will Agree to the recommendation of the Administration & Finance Executive Committee recommendation to approve new long-term debt financing, in the form of a bank loan, in the amount of \$1.2 Million, with a 4-year term and 14-year amortization for the Phase II (2013) Honeywell Energy Project completed to December 31, 2013 and to proceed with a borrowing By-Law. Further that the Waterworks, Sanitary Sewer and Corporate Projects Reserve Funds finance the balance of the 2013 completed portion of the Honeywell Energy Project.

Laurie Witherspoon/Frances
11/14/2013 05:22 PM
To
cc
bcc
Subject Fw: Loan #1819550



"Georgeson, Rob"
<Rob.Georgeson@cibc.com>
11/13/2013 02:57 PM
To "lwitherspoon@fort-frances.com"
<lwitherspoon@fort-frances.com>
cc
Subject RE: 2013 Honeywell Loan

Hi Laurie,

For the amount of 1.2 Million

- 3yr – 2.99%
- 4yr – 3.38
- 5yr – 3.68

And as always this rates change on a daily basis and are not locked in until we officially book the rate.
Hope this gives you some idea on how the town plans on proceeding.

Also any additional info on the phase II Honeywell loan would be appreciated so that we are not rushing in December for signatures ☺

Thanks

Rob

Rob Georgeson
Financail Advisor, Business
Fort Frances, ON
Phone (807) 274-5391 ext. 401
Fax (807) 274-5577
Email: rob.georgeson@cibc.com

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2013 CAPITAL BUDGET

	RESERVE FUND	TOTAL BUDGET	FEDERAL GRANTS	PROVINCIAL GRANTS	CONTRIBUTION FROM OTHERS	FEDERAL GAS TAX RESERVE	RESERVE FUNDS	WATER & SEWER RESERVE FUNDS	FUNDED BY WATER & SEWER RATES	Long-Term Debt Financing
GENERAL GOVERNMENT										
Server01 Replacement	P	42,000					42,000			0
Computer Upgrades	P	20,000					20,000			0
TOTAL GENERAL GOVERNMENT		62,000	0	0	0	0	62,000	0	0	0
CORPORATE HONEYWELL IMPROVEMENTS PROJECT					OPA/FEPC					
Airport		15,209			1,235					13,974
Civic Centre		269,897			17,456					252,441
MSC		392,883		127,338	46,146					219,399
Sorting Gap		1,497			723					774
East End Hall		1,843			632					1,211
Day Care		99,466			2,383					97,083
Museum		86,815			1,845					84,970
Sister Kennedy Centre		8,403			1,876					6,527
Riverview Cemetery		4,663			1,335					3,328
Public Works Garage		43,415			6,972					36,443
Streetslights		581,334			54,484					526,850
TOTAL CORPORATE HONEYWELL IMPROVEMENTS		1,505,425	0	127,338	135,087	0	0	0	0	1,243,000
PROTECTION										
<i>Fire</i>										
Fire Hose Replacement	P	4,000					4,000			0
Compressor/Fill Station	P	4,000					4,000			0
TOTAL PROTECTION		8,000	0	0	0	0	8,000	0	0	0
TRANSPORTATION										
Public Works Buildings/General Misc										
Public Works Small Equipment	V	8,000					8,000			0
		8,000					8,000			0
<i>GIS/Engineering Services</i>										
Develop of Asset Management Plan - by Dec 31/13		25,531		25,531						0
		25,531		25,531						0
<i>Roads</i>										
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave	FGT	203,832				203,832				0
2nd St from Mowat Ave from 2nd St to 3rd St	FGT	201,000				201,000				0
Williams Ave from 5th St to 3rd St (190 meters)		404,832				404,832				0
		404,832				404,832				0
<i>Streetlight Pole Replacement</i>										
Pole Replacement	P	5,000					5,000			0
		5,000					5,000			0
TOTAL TRANSPORTATION		443,363	0	25,531	0	404,832	13,000	0	0	0
PARKS & CEMETERIES										
<i>Parks</i>										
Small Equipment Replacement (Mowers & whipper snippers)	V	5,000					5,000			0

35 of 102

2013 CAPITAL BUDGET

	RESERVE FUND	TOTAL BUDGET	FEDERAL GRANTS	PROVINCIAL GRANTS	CONTRIBUTION FROM OTHERS	FEDERAL GAS TAX RESERVE	RESERVE FUNDS	WATER & SEWER RESERVE FUNDS	FUNDED BY WATER & SEWER RATES	Long-Term Debt Financing
Cemeteries										
Replace 1999 275 JD Tractor with X360 Tractor	C	5,000					5,000			0
Fort Frances Cemetery - Remove old Underground Fuel Tank	P	10,000					10,000			0
TOTAL PARKS & CEMETERIES		20,000	0	0	0	0	20,000	0	0	0
AIRPORT										
Remove Underground Fuel Storage Tank	P	10,000					10,000			0
Front End Loader c/w Sweeper - Dependant on ACAP Funding		225,000	225,000							0
TOTAL AIRPORT		235,000	225,000	0	0	0	10,000	0	0	0
ENVIRONMENT										
Sanitary Sewer - Collection System										
Tools & Equipment		10,000							10,000	0
Refurbishing Sanitary Manholes		50,000							50,000	0
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave & Mowat Ave from 2nd St to 3rd St.	FGT	578,156				110,084			256,072	0
Williams Ave from 5th St to 3rd St (190 meters)	SS	343,954		212,000				255,697	88,257	0
Residential Development of old Huffman School Property	SS	139,405						139,405		0
Year 3 of 3 Phase design for Infrastructure Renewal Project		37,500							37,500	0
		1,159,015	0	212,000	0	110,084	0	395,102	441,829	0
Sewage Treatment Plant										
Misc Capital Upgrades	SS	150,520							150,520	0
Honeywell Improvements		130,457						130,457		0
		280,977	0	0	0	0	0	130,457	150,520	0
Water System										
Water Distribution System										
Replacing Main Line Water Valves/Hydrants		97,935							97,935	0
Leak Detection Equipment		23,000							23,000	0
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave & Mowat Ave from 2nd St to 3rd St.	FGT	489,080		212,000		110,084			166,996	0
Williams Ave from 5th St to 3rd St (190 meters)		384,171							384,171	0
Residential Development of old Huffman School Property	W	192,514						192,514		0
Year 3 of 3 Phase design for Infrastructure Renewal Project		37,500							37,500	0
General Misc Tools/Equipment		10,000							10,000	0
		1,234,200	0	212,000	0	110,084	0	192,514	719,602	0
Water Treatment Plant										
Misc Small Capital Equipment		40,000							40,000	0
Replace In-Plant Water Lines		27,000							27,000	0
Honeywell Improvements	W	212,366						144,808	67,558	0
Backup Generator		130,000							130,000	0
		409,366	0	0	0	0	0	144,808	264,558	0
TOTAL ENVIRONMENT		3,083,558	0	424,000	0	220,168	0	862,881	1,576,509	0
SOCIAL & FAMILY SERVICES										
Children's Complex					RRDSSAB					
Handicap Washroom Accessibility Project - Dependant on Funding		22,000			22,000					0
Infant Care Feasibility Study (Operational) - Dependant on Funding		25,000			25,000					0

2013 CAPITAL BUDGET

	RESERVE FUND	TOTAL BUDGET	FEDERAL GRANTS	PROVINCIAL GRANTS	CONTRIBUTION FROM OTHERS	FEDERAL GAS TAX RESERVE	RESERVE FUNDS	WATER & SEWER RESERVE FUNDS	FUNDED BY WATER & SEWER RATES	Long-Term Debt Financing
TOTAL SOCIAL & FAMILY		47,000	0	0	47,000	0	0	0	0	0
RECREATION & CULTURAL SERVICES										
<i>Memorial Sports Centre</i>	B	68,600					68,600			0
52 Canadian Condenser Replacement		68,600	0	0	0	0	68,600	0	0	0
<i>Recreation</i>										
Sunny Cove Upgrades Russell Hall - Dependant on Funding	B	65,000		52,000			13,000			0
<i>Sister Kennedy Centre</i>		65,000	0	52,000	0	0	13,000	0	0	0
Enabling Accessibility Van - Dependant on Funding		25,000		25,000						0
<i>Museum</i>	P	25,000	0	25,000	0	0	0	0	0	0
Computer/Scanner		2,189		1,751			438			0
Photo Studio Lighting	P	455		364			91			0
		2,644	0	2,115	0	0	529	0	0	0
		161,244	0	79,115	0	0	82,129	0	0	0
TOTAL RECREATION & CULTURAL SERVICES										
PLANNING & DEVELOPMENT										
<i>Planning & Development</i>		229,383					229,383			0
Huffman Demolition	P	229,383	0	0	0	0	229,383	0	0	0
TOTAL PLANNING & DEVELOPMENT										
		5,794,973	225,000	655,984	182,087	625,000	424,512	862,881	1,576,509	1,243,000

Museum & Tech 80% Funding

14 Year Amortization

70,045 Est Loan Principal

42,385 Est Loan Interest

112,430

81,600

5,000

625,000

324,912

525,559

337,322

13,000

625,000	424,512	862,881
\$1,912,393		

Corporate Building Reserve Fund

Cemetery Reserve Fund

Federal Gas Tax

Corporate Projects Reserve Fund

Sanitary Sewer Reserve Fund

Waterworks Reserve Funds

Corporate Vehicles & Equipment Reserve Fund

Long Term Debentures
Principal and Interest

PRINCIPAL

Account	By-law # Name	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
C-L70-0907-000	B3-596 WPCP	24,100.00	26,300.00	28,700.00	31,300.00												110,400.00
C-L70-0908-000	B6-98 Arena	165,059.62	175,622.16	186,860.62	198,818.24	211,541.09											937,901.73
C-L70-0909-000	B6-98 Aud	59,421.46	63,223.98	67,269.82	71,574.56	76,154.78											337,644.60
C-L70-0906-000	B6-98 WPCP	66,023.85	70,248.86	74,744.25	79,527.30	84,616.71											375,160.97
	<i>Sub-total</i>	314,604.93	335,395.00	357,774.69	381,220.10	372,312.58											1,761,107.30
	CIBC Loan - PW	169,107.99															169,107.99
	B3-596 WPCP	58,885.21															58,885.21
	09 Cap Loan - PW	134,387.00	138,883.40														273,270.40
	09 Cap Loan - HT	43,091.87	44,523.34														87,615.21
	10 Cap Loan - PW	83,007.50	83,007.50	83,007.50	83,007.50	83,007.50	83,007.50										498,045.00
	10 Cap Loan - HTP	10,478.63	10,478.63	10,478.62	10,478.62	10,478.62	10,478.62										62,871.74
	Solar Panel Project	24,686.79	25,562.23	26,468.74	27,407.37	28,379.29	29,385.68	30,427.75	31,506.80	28,600.74	70,498.00	72,860.00	75,300.00	77,824.00	80,432.00	83,125.97	252,425.39
	Honeywell Proj. (12)	52,345.63	54,153.78	55,968.12	57,843.27	59,781.23	61,792.00	63,862.00	66,001.00	68,213.00	89,437.36	92,618.39	95,912.52	99,323.85	102,856.49	106,515.03	1,000,000.00
	Honeywell Proj. (13)		67,622.85	70,027.99	72,518.67	75,097.95	77,769.00	80,534.96	83,399.34	86,365.60	159,935.36	165,478.39	171,212.52	177,147.85	183,288.49	189,641.00	1,200,000.00
	<i>TOTAL</i>	890,595.55	759,626.73	603,525.66	632,475.53	629,057.17	262,432.80	174,824.71	180,907.14	183,179.34	159,935.36	165,478.39	171,212.52	177,147.85	183,288.49	189,641.00	5,363,328.24

INTEREST

Account	By-law # Name	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
	B3-596 WPCP	9,936.00	7,767.00	5,400.00	2,817.00												25,920.00
	B6-98 Arena	56,528.42	45,965.90	34,727.44	22,769.81	10,046.98											170,038.55
	B6-98 Aud	20,350.24	16,547.72	12,501.87	8,197.13	3,616.92											61,213.88
	B6-98 WPCP	22,611.37	18,386.36	13,890.97	9,107.93	4,018.79											68,015.42
	<i>Sub-total</i>	109,426.03	88,666.98	66,520.28	42,891.87	17,682.69											325,187.85
	CIBC Loan - PW	2,479.00															2,479.00
	B3-596 WPCP	863.22															863.22
	09 Cap Loan - PW	6,975.94	2,487.33														9,463.27
	09 Cap Loan - HT	2,236.87	797.57														3,034.44
	10 Cap Loan - PW	15,225.79	12,476.34	9,728.83	6,984.13	4,233.80	1,486.29										50,135.18
	10 Cap Loan - HTP	1,922.30	1,575.17	1,228.29	881.77	534.53	187.65										6,259.71
	Solar Panel Project	8,513.21	7,637.77	6,731.26	5,792.63	4,820.71	3,814.32	2,772.25	1,693.20	575.91	14,114.16	11,752.16	9,312.16	6,788.16	4,180.16	1,486.19	269,152.38
	Honeywell Proj. (12)	32,266.52	30,438.39	28,644.02	26,738.89	24,820.93	22,820.16	20,750.16	18,611.16	16,399.16	19,107.56	15,926.53	12,632.40	9,221.07	5,688.43	2,030.15	319,629.18
	Honeywell Proj. (13)		40,922.07	38,516.93	36,026.25	33,446.97	30,775.96	28,009.96	25,145.58	22,179.32	19,107.56	15,926.53	12,632.40	9,221.07	5,688.43	1,486.19	708,996.31
	<i>TOTAL</i>	179,908.88	185,021.62	151,369.61	119,315.54	85,549.63	59,084.38	23,522.41	20,304.36	18,317.93	198,347.12	165,478.39	171,212.52	177,147.85	183,288.49	189,641.00	6,072,324.55
	Total Principal & Interest	1,070,504.43	944,648.35	754,895.27	751,791.07	714,606.80	321,517.18	198,347.12	201,211.50	183,179.34	159,935.36	165,478.39	171,212.52	177,147.85	183,288.49	189,641.00	5,363,328.24

SUMMARY

Principal	WPCP	149,009.06	96,548.86	103,444.25	110,827.30	84,616.71											544,446.18
	Arena	165,059.62	175,622.16	186,860.62	198,818.24	211,541.09											937,901.73
	Auditorium	59,421.46	63,223.98	67,269.82	71,574.56	76,154.78											337,644.60
	Public Works	386,502.49	221,890.90	83,007.50	83,007.50	83,007.50	83,007.50										940,423.39
	Heritage Tourism Project	53,570.50	55,001.97	10,478.62	10,478.62	10,478.62	10,478.62	30,427.75	31,506.80	28,600.74							150,486.95
	Solar Panel Project	24,886.79	25,562.23	26,468.74	27,407.37	28,379.29	29,385.68	144,396.96	149,400.34	154,578.60	159,935.36	165,478.39	171,212.52	177,147.85	183,288.49	189,641.00	2,200,000.00
	Honeywell Project	52,345.63	121,776.63	125,996.11	130,361.94	134,879.18	139,561.00	174,824.71	180,907.14	183,179.34	159,935.36	165,478.39	171,212.52	177,147.85	183,288.49	189,641.00	5,363,328.24
	<i>TOTAL</i>	890,595.55	759,626.73	603,525.66	632,475.53	629,057.17	262,432.80	174,824.71	180,907.14	183,179.34	159,935.36	165,478.39	171,212.52	177,147.85	183,288.49	189,641.00	5,363,328.24

H:\A\Waterspace\2013 Budget\Long Term Debt 2013.xls

11/15/2013 4:37 PM

2013 Credit of \$42,246 applied

Total 2014 Cost	\$ 106,986
2014 OPA Incentives	\$ (37,020)
Water Reserve Contribution	\$ -
OPA Incentives for Water	
Waste Water Reserve Contribution	\$ (47,150)
OPA Incentive for Waste Water	\$ (32,588)
TOTAL 2014 COST	\$ 22,815.86

O/F Grand 11,762



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2013/112**

To: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: November 20, 2013

SUBJECT: 2010 Capital Loan Term Renewal

BACKGROUND

In December of 2010, the capital long-term debt was financed by way of a CIBC loan (#1819550) at a fixed rate of 3.310% per year for a three (3) year term amortized over eight (8) years or 96 months. The terms of this loan expire on December 30/13, a further amortization of five (5) years or 60 months is required. The loan amount renewal after our last payment scheduled for December 30/13 will be \$467,473.60.

Rob Georgeson, CIBC Financial Advisor has provided interest rates for a 3-year term, 4-year term or a 5-year term. As indicated in the attached e-mail from Mr. Georgeson, there is a 0.10% premium to book rates prior to December 31/13. The rates change on a daily basis and are not locked in until we officially book the rate.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the 2010 Capital Loan #1819550 renewal of a 5-year term for the remaining 60-month amortization.

Council Approval of this Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve of the 2010 Capital Loan #1819550 renewal of a 5-year term for the remaining 60 month amortization.

CA Version 2010/12
Page 3 of 6
CIBC Retail Markets Credit Agreement
Facility D: Term Facility

The first/next regular instalment payment is due on Dec 24, 2010 and the last regular instalment payment plus any outstanding principal and interest and any other amount due but unpaid with respect to this Facility is due on the Last Regular Scheduled Payment Date.

You may only prepay this Facility in accordance with Schedule A.

Fees: The fees payable in respect of this Facility are as listed under "GENERAL FEES" at the end of this Letter.

Conditions: See also "CONDITIONS APPLICABLE TO FACILITIES", below.

Facility D: Term Facility

Loan Amount: \$747,889.00
(rounded to the nearest dollar)

2010 CAPITAL LOAN #1819550

Purpose: This Facility is to be used for : Capital infrastructure projects.

Description: A non-revolving Demand Instalment Loan. Principal that is repaid is not available to be re-borrowed.

Rate: Interest will be calculated at a fixed rate of 3.310% per year for a 36 month term amortized over 96 months.

Last Regular Scheduled Payment Date: Dec 30, 2013

Repayment: On demand. Until demand, this Facility is repayable as follows:

36 regular monthly payments of \$7,790.51 each, plus accrued interest payable monthly.

The first/next regular instalment payment is due on Jan 30, 2011 and the last regular instalment payment plus any outstanding principal and interest and any other amount due but unpaid with respect to this Facility is due on the Last Regular Scheduled Payment Date.

You may only prepay this Facility in accordance with Schedule A.

Fees: The fees payable in respect of this Facility are as listed under "GENERAL FEES" at the end of this Letter.

Conditions:

Other Conditions:

- On expiry date Dec 30/13, a further amortization period of 60 months remains at interest rates available at that time.

See also "CONDITIONS APPLICABLE TO FACILITIES", below.

CONDITIONS APPLICABLE TO FACILITIES

Facilities: The following conditions are applicable to all Facilities:

Registrations:

CIBC may, if it deems necessary in its sole discretion, register a Financing Statement/Financing Change Statement under the Personal Property Security Act (or the equivalent) in the applicable jurisdiction, or file a registration under any relevant legislation and in any government office in relation to any security granted in connection with the Facilities, recording CIBC's security interest, including, without limitation, recording CIBC's security interest in any motor vehicle by registering the Vehicle Identification Number.



--
"Georgeson, Rob"
<Rob.Georgeson@cibc.com>

11/13/2013 02:57 PM

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

cc

Subject RE: Loan #1819550

Hi Laurie,

If the loan was up for renewal today
The rates would approximately be as follows

- 3yr – 3.4%
- 4yr – 3.8%
- 5yr – 4.18%

If we wanted to book the December 31, 2013 rates today, it charges a 0.10% premium to the above rates.
Otherwise we can book the rates 15 days prior to renewal and there is no premium charged.

And as always this rates change on a daily basis and are not locked in until we officially book the rate.

Thanks

Rob

Rob Georgeson
Financail Advisor, Business
Fort Frances, ON
Phone (807) 274-5391 ext. 401
Fax (807) 274-5577
Email: rob.georgeson@cibc.com

2010 Capital Loan - Term Renewal

Remaining Amortization	Term	Estimated Interest Rates	Total Annual Principal Payment	Estimated Interest Year 1	Estimated Interest Year 2	Estimated Interest Year 3	Total
5 yrs	3 yrs.	3.40%	\$ 93,486.12	\$ 14,435.82	\$ 11,257.29	\$ 8,078.76	\$ 33,771.87
5 yrs	4 yrs	3.80%	\$ 93,486.12	\$ 16,134.18	\$ 12,581.70	\$ 9,029.22	\$ 37,745.10
5 yrs	5 yrs	4.18%	\$ 93,486.12	\$ 17,747.57	\$ 13,839.84	\$ 9,932.12	\$ 41,519.53



TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2013/111

To: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: November 20, 2013
SUBJECT: 2014 Vacation Guide Map

BACKGROUND

The NW Ontario Vacation Guide Map is a free travel guide. Forty thousand (40,000) maps are distributed each year through the All Canada Shows in the U.S., Ontario Travel Centres and other high traffic locations promoting tourism. The guide is a detailed map of Northwestern Ontario, covering Lake of the Woods from the west, Red Lake to the North, Quetico Provincial Park in the East and the Canadian/American Border to the south and includes the listing of services for each town. For your consideration, the same vacation guide map ad had been approved consecutively from 2006 to 2013. The costs for a double advertisement of \$520.00 plus applicable taxes remain the same as last year.

RECOMMENDATION

The Administration & Finance recommend approval of advertisement in the 2014 Northwestern Ontario Vacation Guide Map at a cost of \$520.00 plus applicable taxes.

Council Approval of this Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve advertisement in the 2014 Northwestern Ontario Vacation Guide Map at a cost of \$520.00 plus applicable taxes.



rosanne@fortfrances.com

116 First Street East, Fort Frances, ON P9A 1K2

www.fortfrances.com

Phone: 807-274-5373

Toll Free: 1-800-465-8508

Fax: 807-274-7286

October 28, 2013

Town of Fort Frances
320 Portage Avenue
Fort Frances, ON
P9A 3P9
Att. Kathy Lawson

Dear Kathy

It's that time of year again, and space is filling fast for our award-winning 2014 Vacation Guide Map to Northwestern Ontario. Now in our 20th year, the map continues to be a valuable guide for visitors to our area.

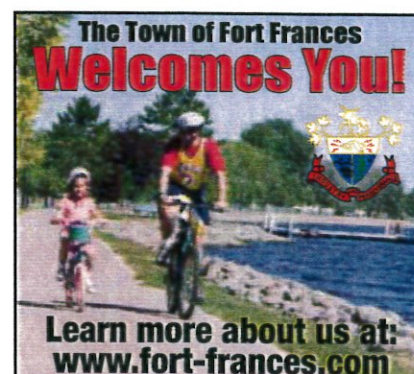
Voted Best Magazine for all of Canada in 2012 by the Canadian Community Newspapers Association, this highly detailed map is a must for your 2014 marketing plans!

Attached is some additional information regarding our map. We are continuing to hold our prices, which makes our map extremely affordable for your 2014 advertising budget. The cost of the ad that ran with us previously would be \$520.00 plus applicable taxes.

Thank you once again for your continued support in helping promote Northwestern Ontario's tourism industry.

Sincerely,

Rosanne Farmer
Sales Print Representative



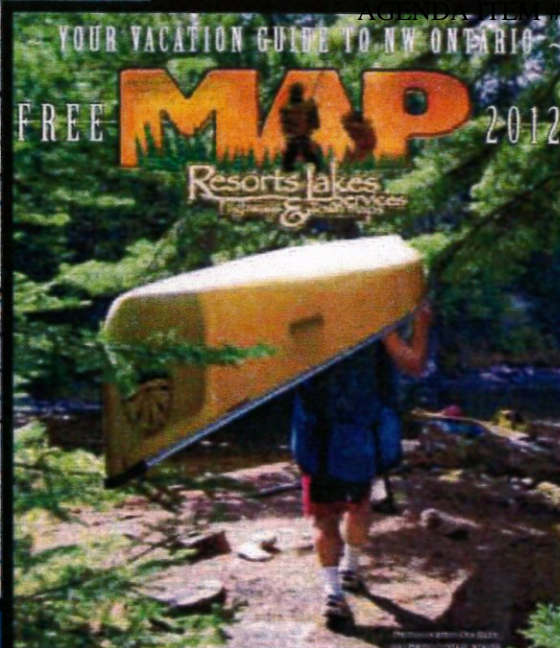
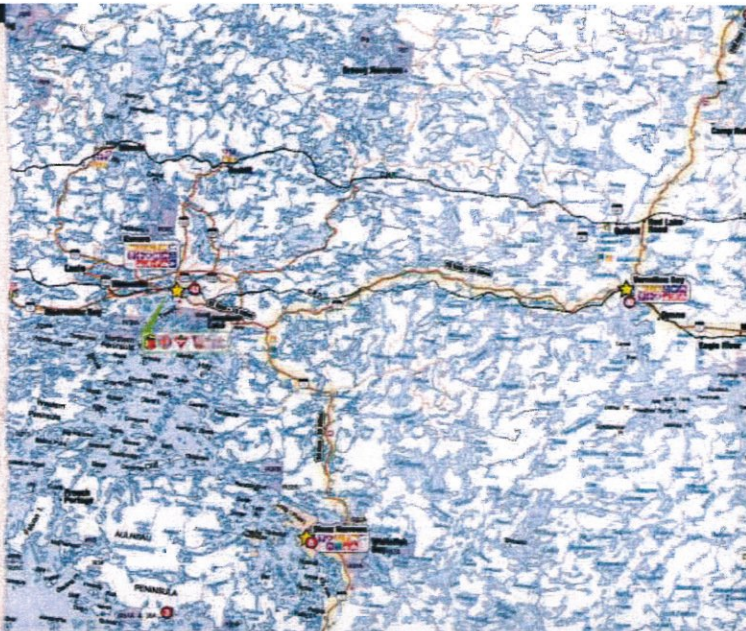
you will find the locations
of the best fishing in
Northwestern Ontario.

Truth be told,
there is a good chance
those red dots mark some
of the best fishing spots
in all of Canada.

*Can I afford it all? -
 suggest a savings loan
 a great time in Canada!*

Practical

- AL Aircraft Section
- AP Apartment Plan
- AR Arch & Woodwork
- CC Construction Group
- DM Housekeeping
- ME Maint
- ML Maint Men
- DR Dining Room
- TR Travel & Company
- CC Campus Clothing
- PK Parking Plan
- RE Room In The Street
- EC Events Organizer
- RI Rental Income
- ED Housework



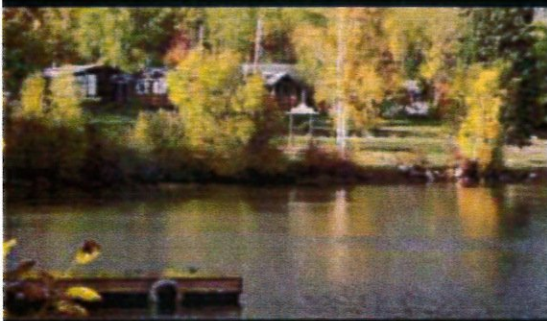
www.portsandcruise.com

The world's largest port authority
 CONTACT: 01753 604000 (UK) / 01753 604001 (INTL)

Represented by Cruise Services
 Travel Management, Ltd., Canada

PLEASE SUPPORT THE SPONSORS WHO BROUGHT YOU THIS MAG

A scenic view of a lake at sunset. The sky is a mix of orange, yellow, and purple. The water reflects the colors of the sky. A large, dark tree is in the foreground on the left. A small boat is visible on the water in the distance.



Thank you once again for your continued support in helping promote Northwestern Ontario's tourism industry.

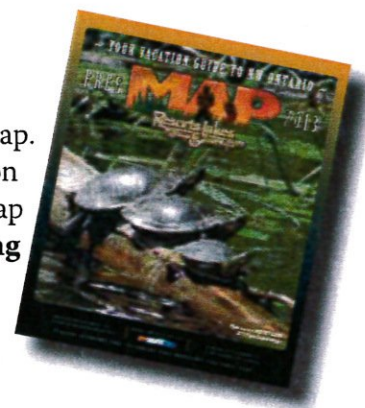
For continued advertising results, be sure the NW Ontario Vacation Guide Map is part of your marketing plans!



**TIMES
PRINTING**

2014 Advertising Form

Reserve now! Complete this form or go to www.nwontario.com and click on the map. All ads are printed in full colour on a high quality coated stock! Ads include location marker on map. Panel ads also include identification bar and location marker in map listing. Distribution of the map is 40,000 copies. Your **FREE nwontario.com listing** also provides another 20,000 potential visitors to your website.



RESERVE YOUR AD SIZE

☐ Repeat last year's ad

MAP ADS

☐ Single:\$278

☐ Double:\$520

☐ Triple:\$720

PANEL ADS

☐ 1/4 panel:\$1125

☐ 1/2 panel:\$1880

☐ Full panel\$2525

☐ Outside
back panel:.....\$2975
13% H.S.T. not included

AD SIZES

Single: 2 1/4" W x 1" H

Double: 2 1/4" W x 2" H

Triple: 2 1/4" W x 3" H

1/4 panel:..... 3 3/8" W x 4" H

1/2 panel:..... 7 1/4" W x 4" H

1/2 panel:..... 3 3/8" W x 8" H

Full panel: ... 7 1/8" W x 8" H

Yes, _____
(business name) will advertise in the 2014 edition of the Map.

Please indicate your preference on the list to the left, along with any special instructions and return via regular mail, fax or email.

Invoice in: ☐ December 2013 or ☐ January 2014

Payment method: ☐ Visa ☐ MasterCard ☐ Invoice my account ☐ Cheque

Comments/Changes: _____

Authorized by: _____
(please print and sign above)

Date: _____

PARTIAL MAP DISTRIBUTION LIST

All CANADA SHOWS

St. Louis, MO; Indianapolis, IN; Chicago, IL; Madison, WI; Milwaukee, WI; Green Bay, WI; Minneapolis, MN

Thunder Bay Letter Shop Distribution

Thunder Bay, ON to Grand Marais, MN to Duluth, MN

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Bainville, Barrie, Niagara Falls, St. Catharines, Sarnia, Sault Ste Marie, Tilbury, Toronto Atrium on Bay, Windsor Park, Hawkesbury, Pigeon River

Atikokan, ON: White Otter Inn, Chamber of Commerce, Atikokan Economic Development Corporation, Marr's Perch Lake Lodge, Atikokan Hotel, Township of Atikokan

Balmertown, ON: Balmer Motor Motel

Barwick, ON: Township of Chapple, Barwick Restaurant

Devlin, ON: Dev-Lynne's

Dryden, ON: Chamber of Commerce, Dryden Development Corporation

Emo, ON: Village Variety, Tompkins Home Hardware, J.D. Junction, Borderland Esso, Cloverleaf, Norlund Oil, DeGagne Equipment, Emo Inn

Fort Frances, ON: Heron Landing, The Harbourage, Sorting Gap Marina, The Great Bear, C.C. Complex, Rusty Myers Flying Service, La Place Rendez-Vous, Bayview Motel, Rainy Lake Sports & Tackle, MNR, Service Ontario, Sportsplex, Makabi Inn, Voyageur Motel/Kettles, Chamber of Commerce, Fort Duty Free, BIA, La Verendrye Hospital Tuck Shop, Fort Frances Museum, Resolute Forest Products Human Resources, Rainy River Future Development, Northwoods Gallery & Gifts, The Beer Store, LCBO Fort Frances, Badiuk Equipment, Webb's, Rainbow Motel, Super 8 Motel, Adventure Inn, Fort Frances Airport, Canadian Tire, Fort Frances Husky, Boston Pizza

Hearst, ON: Chamber of Commerce

International Falls, MN: AmericInn, Margaritas, Chamber of Commerce,

Thunderbird, Days Inn, Chocolate Moose, Sportsmen's Service, Ronning's, Holiday

Kenora, ON: Tourism Kenora, Ontario Sunset Travel Association

Nestor Falls, ON: Nestor Falls Hotel, Northwest Flying, Nestor Falls Fly-In Outposts, Dalseg's IGA, Nestor Falls Bait & Tackle, Angler's Pro Shop, Helliar's, Nestor Falls Marine, Arrowhead Resort & Motel, Lawg Cabin, Larsson's Camp, Little Pine Lake Park, Parkview RV Park, Big Pine Lake Camp, Al Meline, C&C Motel, Green's BBQ, Canadian Haven, Sunset Cove Resort, Gates Bait & Convenience, Coutts Camp, Red Deer, Onegaming Gas & Convenience Store, Hanson's Hideaway Lodge, Lakeview Lodge, Black Bear Camp, Boreal Bay Lodge, Halverson's Camp, Allen's Crow Lake Lodge, Muskies Bay Resort, Vic & Dot's Camp, Lecuyer's Tru-Tail Lodge, White Pine Lodge

Rainy River, ON: Beaver Mills Market, Marmus Shell

Red Lake, ON: Howey Bay Motel, Lakeview Restaurant, Norseman Inn, Red Lake Inn, Red Lake Tourism Bureau, Bayview Esso, Howey Bay Service, Red Lake Regional Heritage Centre

Sioux Lookout, ON: Sioux Lookout Travel Centre, Chamber of Commerce, Forest Inn & Conference Centre, Morgan Esso, Fred & Dee's Corner, Lamplighter Motel, Sunset Inn, Sioux Lookout MNR

Sioux Narrows, ON: Gill's Trading Post, Crystal Harbour, Can-Op/Sioux Narrows Gift Shop, White Pine Lodge, Indianhead Lodge, Shingwak Resort, Regina Bay Lodge, Tomahawk Resort, White Birch Lodge, Totem Lodge, Crawford's Camp, Rod & Reel, Red Indian Lodge, The Narrows

Stratton, ON: Kay-Nah-Chi-Wah-Nung Historical Centre, Stratton Cafe, Stratton Service, Stratton Equipment

Terrace Bay, ON: Township of Terrace Bay

Thunder Bay, ON: Chaltrek, Old Fort William Historical Park

Winnipeg, MB: Viscount Gort Hotel

The Vacation Guide is a highly detailed map of Northwestern Ontario.

It covers **Lake of the Woods** from the west, **Red Lake** to the North, **Quetico Provincial Park** in the East, and the **Canadian/American Border** on the south. Services of each town are listed in iconographic form by town names. Resorts, Provincial Parks, and First Nation Reserves are marked on the map along with paved, gravel and logging roads.

Need More Info?

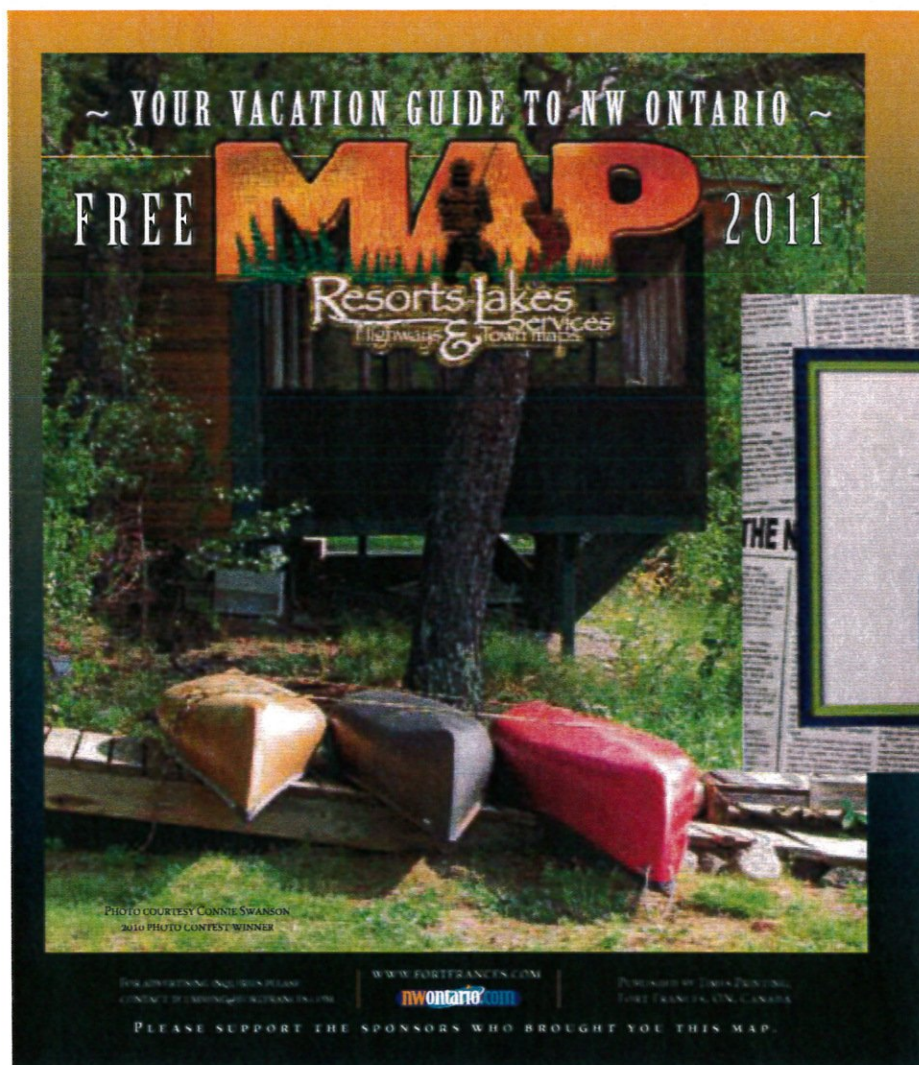


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FIRST PLACE

BEST MAGAZINE 2012

The Canadian Community Newspapers Association (CCNA) held its annual "Great Idea Awards" and the "Vacation Guide Map to Northwestern Ontario" was given FIRST PLACE HONOURS in the Magazine Category across all of Canada. This award was sponsored by Canada Post and judged by Dee Dhaliwal.



JUDGE'S COMMENTS:

The Fort Frances – Vacation Guide Map is a great piece that works for tourists and is a great showcase for local businesses. The creative design gives visitors a large map and close ups of areas of interest and the advertising is well placed to guide the traveler there. It is a busy piece that works very hard but it is easy to see why this map is in such high demand. It is also available online. Congratulations on a well-designed piece that does the job!

November 18, 2013

Report To: Mayor and Council

From: Travis Rob, CBO, Facilities/Special Projects Coordinator

RE Building Permit Fee Proposal for 2014 User Fees

At the November 12, 2013 Council meeting a report and proposed permit fees were discussed where the cost for residential permits would be transitioned from a cost of construction model to a cost per square foot model. Council's discussion was to revisit the matter at the executive committee with recommendations put into the user fees for the 2014 year. Three proposed fee scenarios in addition to the initial proposed fees were provided to the Planning and Development Executive Committee at their November 18, 2013 meeting and discussed. The three scenarios used different costing schemes to obtain a 1% increase in overall revenue by changing the fees charged on different categories of permits. The rationale used was the same as the initial proposal, decrease the fees for the construction or addition to Residential Single Detached Dwellings to help spur the construction of more new houses to strengthen our tax base while slightly increasing the cost for sheds, decks and garages which account for most of our building activity in the Town of Fort Frances. The decision of PDEC was to accept the fees as proposed in Scenario #3 in preparation for the 2014 user fee by-law.

Respectfully Submitted



Travis Rob, EIT
CBO, Facilities/Special Projects Coordinator

Council Approval of this report will accept Building Permit Fee Scenario #3 for inclusion in the 2014 Town of Fort Frances User Fee By-Law.

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "A"**

		2013 Rates	PROPOSED 2014 Rates
2.0	Planning & Development (Plus applicable taxes) Effective January 1		
2.1	Building/Demolition Permits		
	2.1.1. New Residential Construction or Addition to:		
	2.1.1.1 Garages, Accessory Use Buildings, Covered Decks		0.40/sq. ft.
	2.1.1.2 Uncovered Decks, Sheds, Temporary Structures		0.25/sq. ft.
	2.1.1.3 Residential Construction (Single Detached Dwellings, Attached Garages, Factory Built Structures)		
	Main Floor		0.80/sq. ft.
	Basement		0.64/sq. ft.
	Each Additional Floor		0.40/sq. ft.
	All Other Construction Not Conforming to the Above Fee Schedule		
	2.1.1 1st \$1,000 of Value (Minimum Permit Fee)	54.00	54.54
	2.1.2 Each Additional \$1,000 of Value or Part Thereof	10.80	10.91
	2.1.3 Progress Reports	86.40	87.26
	2.1.4 Conditional Permit	228.75	231.04
	2.1.5 Re-Inspection Fee	86.40	87.26
	2.1.6 Special Call Out Services	Applicable Rates (Time & OH)	Applicable Rates (Time & OH)
2.2	Plumbing Inspection Fee		
	2.2.1 Per Fixture	10.80	10.91
2.3	Change of Use	57.20	57.77
2.4	Residential Demolition		54.54
2.5	Administration Fee		
	2.5.1 Construction/Demolition Commenced Prior to Issuance of Building Permit	114.40 Greater of \$114.40 or 10% of Building or Demolition Permit Fee	115.54 Greater of \$115.54 or 10% of Building or Demolition Permit Fee
2.6	Transfer of Permit Fee	57.20	57.77
2.7	Application for Deferral of Revocation	57.20	57.77
2.8	Refund of Fees		
	2.8.1 Permit Issued but Construction Not Commenced	50%	50%
	2.8.2 Reduction of Refund for Each Field Inspection Performed After Issuance of Permit	5%	5%
2.9	Moving Permit Fees		
	2.9.1 Single Trip	86.40	87.26
	2.9.2 Single Short Term Job	114.50	115.65
	2.9.3 Single Job - 6 Months	228.90	231.19
	2.9.4 Annual Permit	457.75	462.33
2.10	Sign Permit Fee		
	2.10.1 Permanent Sign Fee	57.20	57.77
	2.10.2 Mobile Sign - 30 Day Permit	10.40	10.50
	2.10.3 Mobile Sign - 90 Day Permit	26.00	26.26
	2.10.4 Mobile Sign - 180 Day Permit	52.00	52.52
2.11	Swimming Pool Permit Fee	57.20	57.77
2.12	Animal Control		
	2.12.1 2.12.1.1 Dog License - Spayed/Neutered	23.75	23.99
	2.12.1.2 Dog License - Unspayed/Non-Neutered	34.50	34.85

	2013 Rates	PROPOSED 2014 Rates
2.12.1.3 Replacement for Lost Tag	17.30	17.47
2.12.2 Impound Fee	74.50	75.25
2.13 Private Parking Spaces (Rented)		
2.13.1 Annual Fee Each	367.00	370.67
2.14 Portage Avenue Municipal Parking Lot		
2.14.1 Rental of Reserved Parking Space 1st One Per Month	35.60	35.96
2.14.1.1 Each Per Year	356.00	359.56
2.14.2 Unreserved Parking Spaces - Daily	2.00	2.00
2.15 Metered On-Street Parking	1.00/Hr	1.00/Hr
2.16 Loading Zone - Annual Fee Each	367.00	370.67
2.17 Church Loading Zone - Annual Fee Each	69.00	69.69
2.18 Planning Fees		
2.18.1 Official Plan Amendment	2,290.00	2,312.90
2.18.2 Zoning By-Law Amendment	1,716.00	1,733.16
2.18.3 Removal of "H" Symbol	1,144.00	1,155.44
2.18.4 Temporary Use By-Law	1,144.00	1,155.44
2.18.4.1 Extension to Temporary Use By-Law	343.20	346.63
2.18.5 Application for Subdivision/Condominium	2,860.00	2,888.60
2.18.5.1 Amendment to Subdivision/Condominium	572.00	577.72
2.18.6 Consent (i.e. new lot, easement, lot addition, etc.)	516.00	521.16
2.18.6.1 Successive Applications (related property)	259.00	261.59
2.18.6.2 Additional Fee if easement, ROW included	259.00	261.59
2.18.7 Minor Variance / Special Permission	286.00	288.86
2.18.8 Acknowledgement, Undertaking & Indemnification	56.60	57.17
2.18.9 Site Plan Agreement	917.30	926.47
2.18.9.1 Amendment to Site Plan Agreement	286.00	288.86
2.18.10 Letters of Compliance and/or Information		
2.18.10.1 Letter of Compliance	57.20	57.77
2.18.10.2 Requests for Information Relative to Building Permit Activity,	57.20	57.77
2.18.11 Encroachment Agreement or other land use agreement not listed elsewhere	343.20	346.63
2.18.12 Validation of Title / Power of Sale	286.00	288.86
2.18.13 GIS. maps (each)	12.00	12.12
2.18.14 Reschedule Public Meeting (at applicant's request) all planning applicatio	286.00	288.86
2.18.15 Deeming By-Law (applies to second and successive lot)	57.20	57.77
2.18.16 Land Titles, Ontario Municipal Board, Solicitor or Planner's Fees if applicable, excessive staff time	Cost Recovery Basis	Cost Recovery Basis
2.18.17 Pre-consultation fee pertaining to 2.18.1, 2.18.2, 2.18.3, 2.18.4, 2.18.5 "applied to applicable fee as noted upon receipt of completed application"	10% of applicable fee	10% of applicable fee
2.18.18 Assign Property Address	57.20	57.77

Scenario #3 - 1% Increase Shared					
	Residential SDD New	Square Foot	2013 Permit Cost	2014 Cost per Sq Ft	2014 Permit Cost
1	Basement	1264	\$ 475.20	\$ 0.64	\$ 808.96
	Main Floor	1264	\$ 1,684.80	\$ 0.80	\$ 1,011.20
	Residential SDD Addition				
2	Main Floor	980	\$ 496.20	\$ 0.80	\$ 784.00
3	Main Floor	40	\$ 72.84	\$ 0.80	\$ 54.54
	Total		\$ 2,729.04		\$ 2,658.70
	Change in Revenue		-3%		
	Residential Sheds, Tents, Temporary Structures				
4	Gazebo	113	\$ 64.20	\$ 0.25	\$ 54.54
5	Tent	243	\$ 54.00	\$ 0.25	\$ 60.75
6	Tent	336	\$ 54.00	\$ 0.25	\$ 84.00
7	Tent	336	\$ 54.00	\$ 0.25	\$ 84.00
8	Shed	55	\$ 59.88	\$ 0.25	\$ 54.54
	Residential Uncovered Deck				
9		121	\$ 69.06	\$ 0.25	\$ 54.54
10		210	\$ 64.20	\$ 0.25	\$ 54.54
11		192	\$ 75.00	\$ 0.25	\$ 48.00
12		241	\$ 25.92	\$ 0.25	\$ 60.25
	Total		\$ 520.26		\$ 555.16
	Change in Revenue		7%		
	Residential Accessory Use Building				
13		672	\$ 258.60	\$ 0.40	\$ 268.80
14		1116.2	\$ 409.80	\$ 0.40	\$ 446.48
15		1008	\$ 366.60	\$ 0.40	\$ 403.20
16		896	\$ 323.40	\$ 0.40	\$ 358.40
17		672	\$ 204.60	\$ 0.40	\$ 268.80
18		780	\$ 291.00	\$ 0.40	\$ 312.00
19		576	\$ 212.88	\$ 0.40	\$ 230.40
20		1024	\$ 366.60	\$ 0.40	\$ 409.60
	Residential Covered Deck				
21		112	\$ 183.00	\$ 0.40	\$ 54.54
22		135	\$ 75.00	\$ 0.40	\$ 54.54
23		217	\$ 93.96	\$ 0.40	\$ 86.80
	Total		\$ 2,785.44		\$ 2,893.56
	Change In Revenue		4%		
	TOTALS:		\$ 6,034.74		\$ 6,107.42
	% Increase in Revenue		1%		

*Minimum Permit Fee Applied

*Minimum Permit Fee Applied

*Minimum Permit Fee Applied

*Minimum Permit Fee Applied

*Minimum Permit Fee Applied

*Minimum Permit Fee Applied

*Minimum Permit Fee Applied

Category	Fee
New SDD	
Main Floor	\$ 0.80
Basement	\$ 0.64
Additional Floors	\$ 0.40
Garages, Acc Bld, Covered Decks	\$ 0.40
Uncovered Deck, Sheds, Temp Struc	\$ 0.25



TOWN OF FORT FRANCES

ADMINISTRATION & FINANCE DIVISION

TREASURER'S REPORT 2013/114

TO: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: November 20, 2013

SUBJECT: Admin & Finance and Emergency Services 2014 User Fees

BACKGROUND

User Fees are an important part of the operational budget preparation for the coming year. In the past few years we have endeavored to pass the user fees, with the exception of water and sewer rates, for the upcoming year late November or early December.

At the November 12, 2013 Council Meeting, a 1% increase was approved for the 2014 User Fees with the exception of water & sewer rates and specific fees that require individual discussion and evaluation. Attached to this report is the proposed 2014 User Fees for the Administration & Finance Division and Schedule "B" Emergency Services. The attached User Fee Rates have been rounded to the nearest 5cents.

RECOMMENDATION

The Administration and Finance Executive Committee recommends approval of proposed 2014 Administration & Finance Division and Schedule "B" Emergency Services User Fees and that the fees go forward to the 2014 User Fee Schedule and that the authorizing by-law be prepared.

Council Approval of this Report will Approve the Administration & Finance Executive Committee recommendation to forward the Administration & Finance Division and Schedule "B" Emergency Services 2014 Schedule of User Fees and that the authorizing by-law be prepared.

**ADMINISTRATION & FINANCE
SCHEDULE OF FEES**

	2013 RATES		PROPOSED 2014	
	Resident	Non-Resident	Resident	Non-Resident
1.0 Administration and Finance Division				
Effective January 1, 2013 (Plus Applicable Taxes)				
1.1 Licenses - Annual Fees (unless otherwise noted)				
1.1.1 Public Halls				
1.1.1.1 Public Halls - Limited	36.55		36.95	
1.1.1.2 Public Halls - Transfer of License - One Time Fee	18.35		18.55	
1.1.2 Taxi Driver	30.85		31.15	
1.1.3 Taxi/Chauffeur Operator's I.D. Card (New or Replacement)	14.00		14.15	
1.1.4 Taxi Owner's License				
1.1.4.1 For Each On-Street Taxi-Cab	381.20		385.00	
1.1.4.2 For Each Off-Street Taxi-Cab	141.95		143.40	
1.1.4.3 For Each Transfer of License - One Time	59.50		60.10	
1.1.5 Chauffeur's License (Limousine Driver)	30.85		31.15	
1.1.6 Limousine Owner's License				
1.1.6.1 For Each Vehicle	118.95		120.15	
1.1.8 Business Licenses				
1.1.8.1 Adult Live Entertainment Parlours	416.10		420.25	
1.1.8.2 Auctioneer	42.25	150.00	42.70	151.50
1.1.8.3 Billiard Hall or Pool Tables (each Table)	42.25		42.70	
1.1.8.4 Bowling Alley (each Lane)	42.25		42.70	
1.1.8.5 Community Events	178.50		180.30	
1.1.8.6 Eating Establishments				
1.1.8.6.1 Restaurants	42.25		42.70	
1.1.8.6.2 Food Shops	42.25		42.70	
1.1.8.6.3 Groceries	42.25		42.70	
1.1.8.6.4 Bakery	42.25		42.70	
1.1.8.6.5 Meat Vendor	42.25		42.70	
1.1.8.6.6 Deli	42.25		42.70	
1.1.8.7 Hairstyling Shops	42.25		42.70	
1.1.8.8 Local Retailers (Retail Sales)	42.25		42.70	
1.1.8.9 Hawker & Peddler				
1.1.8.9.1 Hawker & Peddler Class 1 (day sales)	155.65		157.20	
1.1.8.9.2 Hawker & Peddler Class 1 - Each Additional Day	70.95		71.65	

	2013 RATES		PROPOSED 2014	
	Resident	Non-Resident	Resident	Non-Resident
1.1.8.9.3 Hawker & Peddler Class 2 (seasonal sales)	42.25	150.00	42.70	151.50
1.1.8.9.4 Hawker & Peddler Class 3 (door to door sales)	53.75	150.00	54.30	151.50
1.1.8.9.5 Hawker & Peddler Class 4 (door to door sales person)	53.75	150.00	54.30	151.50
1.1.8.9.6 Hawker & Peddler Class 5 (antique/collectible)	42.25	150.00	42.70	151.50
1.1.8.9.7 Hawker & Peddler Class 6 (craft shows)	42.25	150.00	42.70	151.50
1.1.8.9.8 Hawker & Peddler Class 7 (trade shows)	155.65		157.20	
1.1.8.9.9 Hawker & Peddler Class 7 - Each Additional Day	70.95		71.65	
1.1.8.9.10 Hawker & Peddler Class 8 (flea markets)	42.25	150.00	42.70	151.50
1.1.8.9.11 Hawker & Peddler Class 9 (general not including above)	42.25	150.00	42.70	151.50
1.1.8.10 Motor Vehicle Towing	42.25	150.00	42.70	151.50
1.1.8.11 Photographer	42.25		42.70	
1.1.8.12 Places of Amusement	42.25		42.70	
1.1.8.13 Plumbing Contractors & Plumbers	42.25		42.70	
1.1.8.14 Public Garage (automotive rental, sales, & service)	42.25	416.75	42.70	420.90
1.1.8.14.1 Motor Vehicle Service Station	42.25		42.70	
1.1.8.14.2 Public Garage (see classes 1 - 7)	42.25		42.70	
1.1.8.15 Refreshment Vehicles	53.75	150.00	54.30	151.50
1.1.8.16 Mobile Food Vending	178.50		180.30	
1.1.8.17 Second Hand Dealers or Salvage Yard Operators	42.25	150.00	42.70	151.50
1.1.8.18 Tattoo Parlour, Body Piercing, Electrolysis	42.25	150.00	42.70	151.50
1.1.8.19 Laundries and Laundromats	42.25		42.70	
1.1.8.20 Newspapers and Magazines	155.65		157.20	
1.1.8.21 Old Gold and Silver Dealers	42.25		42.70	
1.1.8.22 Trades and Occupations	42.25	416.75	42.70	420.90
1.1.8.23 Salvage Yard or Second Hand Shop or Store Premises	42.25		42.70	
1.1.8.24 Pawnbroker	42.25		42.70	
1.1.8.25 Wholesale Fruit, Vegetables, etc.				
1.1.8.25.1 Ontario Residents	42.25	167.10	42.70	168.75
1.1.8.26 Professions	42.25	150.00	42.70	151.50
1.1.8.27 Transient Traders		595.30		599.25
1.1.8.28 Transportation including bussing but excluding taxis	42.25	150.00	42.70	151.50
1.1.8.29 Hotel/Motel	42.25		42.70	
1.2 Lottery Licenses - For Each License Issued				
1.2.1 Raffle Prize Value to \$50,000	3% of Prize Value		3% of Prize Value	
1.2.2 Bingo Prize Value to \$5,500	3% of Prize Value		3% of Prize Value	
1.2.3 Break Open Ticket	3% of Prize Value		3% of Prize Value	

		2013 RATES		PROPOSED 2014	
		Resident	Non-Resident	Resident	Non-Resident
1.2.4	Bazaars - per license	5.00		5.00	
1.2.4.1	Bazaar - up to 3 wheels of fortune	10.00 per wheel		10.00 per wheel	
1.2.4.2	Bazaar Bingo Prize Value to \$500	3% of Prize Value		3% of Prize Value	
1.2.4.3	Bazaar Raffle Prize Value to \$500	3 % of Prize Value		3 % of Prize Value	
1.3 Other Charges					
1.3.1	Tax Certificate - Each One	58.10		58.65	
1.3.2	Duplicated Receipts - Each One	6.05		6.10	
1.3.3	History of Account Transactions			Actual Costs	
1.3.4	Dishonoured Cheques - Each	29.95		30.25	
1.3.5	Photocopies				
1.3.5.1	Letter and Legal Size	0.55		0.55	
1.3.5.2	11" x 17"	1.00		1.00	
1.3.5.3	Certified as True Copy (per signature)	5.45		5.50	
1.3.6	Fax - Send/Receive				
1.3.6.1	First Page	2.20		2.25	
1.3.6.2	Each Additional	1.00		1.00	
1.3.7	Commissioning Oaths & Affidavits				
1.3.7.1	Completed Documents - One Signature	11.05	16.70	11.15	16.90
1.3.7.2	Per Signature/Initial where more than one signature is requested	5.50	8.30	5.55	8.40
1.3.8	Utility Bill Inserts	.05/item		.06/item	
1.3.9	Vital Statistics Administration Fee				
1.3.9.1	Still Birth Registration	29.95		30.25	
1.3.9.2	Death Registration	30.75		31.05	
1.3.10	Marriage Licence/Ceremony				
1.3.10.1	Marriage Licence	134.90	134.90	136.25	136.25
1.3.10.2	Civil Marriage Ceremony	312.10	390.10	315.25	394.00
1.3.10.3	Civil Marriage Ceremony (After Office Hours at Civic Centre)	364.10	455.15	367.75	459.70
1.3.10.4	Civil Marriage Ceremony (Weekends other than at Civic Centre)	364.10	455.15	367.75	459.70
1.3.10.5	Marriage Ceremony Outside of Town * See Below	509.75	509.75	514.85	514.85
1.3.10.6	Attendance at Wedding Rehearsal * See Below	50.50	63.15	51.00	63.80
1.3.10.7	Renewal of Wedding Vows * See Below	Same fee as marriage services above less \$50.00		Same fee as marriage services above	
1.3.11	Application for Closure of				
1.3.11.1	Road or Lane - Deposit	582.60		588.45	
1.3.11.2	On Completion of Closure	Actual Costs less Deposit			

		2013 RATES		PROPOSED 2014	
		Resident	Non-Resident	Resident	Non-Resident
		1.00/sq. ft. or as directed by council otherwise			
1.3.11.3	Sale of Lane or Roadway Closed				
1.3.12	Utility Arrears Letter	30.80		31.10	
1.3.13	Committee Room Rental (External Groups)	52.00		52.55	
1.4	Tax Sale - Administrative Charges				
1.4.1	File Preparation, Searches, to completion tax arrears certificate	232.30		234.65	
1.4.2	Preparation & Registration of Tax Arrears Certificate	232.30		234.65	
1.4.3	Regulatory Sub-Searches	116.15		117.30	
1.4.4	Processing of First Notice	176.75		178.50	
1.4.5	Processing of Treasurer's Statutory Declaration re: 1st Notice	116.15		117.30	
1.4.6	Registration of Statutory Declaration	116.15		117.30	
1.4.7	Processing of Cancellation Certificate	116.15		117.30	
1.4.8	Registration of Cancellation Certificate	116.15		117.30	
1.4.9	Processing of Extension Agreement	232.30		234.65	
1.4.10	Processing Final Notice	176.75		178.50	
1.4.11	Processing Treasurer's Statutory Declaration re: Final Notice	116.15		117.30	
1.4.12	Sale process	232.30		234.65	
1.4.13	Legal Fees as they apply to any process	actual		actual	
1.4.14	Mailing Costs as they apply to any process	actual		actual	

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "B"**

3.17 Emergency Services - January 1, 2013 (Plus Applicable Taxes)		2013 Rates	Proposed 2014 Rates
3.17.1 Administration			
3.17.1.1	Copy of Fire Reports	66.65	67.35
3.17.1.2	Letter of Compliance or Approval for Properties	66.65	67.35
3.17.1.3	File Search, Written Report and Records on Properties	66.65	67.35
3.17.1.4	Written Response to written request relating to outstanding orders under the Ontario Fire Code or any Act, Regulation or By-Law with which the Fire Service has Authority or Jurisdiction	66.65	67.35
3.17.2 Property Inspection Request - by Owner or Business Operator			
3.17.2.1	Private Home Day Care Facilities (5 or less)	66.65	67.35
3.17.2.2	Licensed Day Care Centres (more than 5)	86.85	87.75
3.17.2.3	Special Care and Group Homes (3 or less)	66.65	67.35
3.17.2.4	Special Care and Group Homes (more than 3)	86.85	87.75
3.17.2.5	Inspections required by/for LCBO Licensing	119.20	120.40
3.17.2.6	Lodging House	66.65	67.35
3.17.2.7	Occupancy Load Calculation and Posting	86.85	87.75
3.17.2.8	Private Nursing Homes	119.20	120.40
3.17.2.9	Fire Inspections of Educational Institutions	N/C	
3.17.2.9.1	Base Inspection	119.20	120.40
3.17.2.9.2	Each Classroom Additional	5.00	5.05
3.17.2.9.3	Portable Classrooms	66.65	67.35
3.17.2.10	Assembly Occupancies <60 persons	66.65	67.35
3.17.2.11	Assembly Occupancies >61 persons	66.65	67.35
3.17.2.12	Industrial/Commercial Single Tenant or Occupancy	119.20	120.40
3.17.2.13	Residential/Commercial - Multi Occupancy Complex	119.20	120.40
3.17.2.14	Residential/Apartment or Condominium Building	119.20	120.40
3.17.2.15	Office/Commercial Retrofit Inspections	119.20	120.40
3.17.2.16	Additional Inspection for incompleteness or initial follow-up	119.20	120.40
3.17.2.17	Inspection - All Properties	66.65	67.35
3.17.3 Special Occasions Inspections			
3.17.3.1	Mandated Fire Code inspection (tents/marquee)	66.65	67.35
3.17.3.2	Mandated Fire Code inspection (fireworks permits)	119.20	120.40
3.17.3.3	Public Vendors - Commercial Establishments	66.65	67.35
3.17.3.4	Public Vendors - Vendors from Outside Municipality	231.30	233.60
3.17.3.5	Public Vendors - Service Clubs	N/C	
3.17.3.6	Misc. inspections not otherwise specified - per hour	66.65	67.35
3.17.4 Other Service Fees/Charges			
3.17.4.1	Burning Permits - Residential 7 day	12.65	12.80
3.17.4.2	Burning Permits - Commercial/Industrial - each burn	115.00	116.15
3.17.4.3	Open Air Burning Violations	As per Burning By-Law	
3.17.4.4	Extinguishing Fire were no permit obtained; out of control	410.00 for apparatus per hour plus wages plus 15% resident administration fee	

3.17.4.5.1	Standby requests other than emergency response (per vehicle) For fire protection during shows, exhibitions, etc.)	410.00 for 1st hour then \$205.00 for every 1/2 hour thereafter	
3.17.4.5.2	Standby requests other than emergency response (per vehicle)	410.00 per hour	
3.17.4.6	Training Services - per hour	66.65 plus costs	67.35
3.17.4.7	Air Bottle Refills - other Fire Services	12.65 per bottle	12.80
3.17.4.8	Air Bottle Refills - Scuba, Private, Provincial, Industry	17.65 per bottle	17.85
3.17.4.9	Fire Service Training Outside Municipal Boundaries	66.65 per hour plus costs	67.35
3.17.4.10	Fire Service Fire Prevention Programs Outside Municipal Boundaries	66.65 per hour plus costs	67.35
3.17.4.11	Fire Service Administration Outside Municipal Boundaries	66.65 per hour plus costs	67.35
3.17.4.12	Fire Protection Outside Municipal Boundaries	As per Contract	
3.17.4.13	Controlled Burns e.g. grass	Full cost recovery plus 15% resident administration fee	
3.17.4.14	Boarding Up/Barricading Premises after Fire, costs per person, plus cost of public works (if used), plus cost of materials used plus 15% resident administration fee (if owner fails to comply within 24 hours the Fire Chief may authorize with all applicable costs.)	Full cost recovery plus 15% resident administration fee	
3.17.5 Emergency Services Response Calls			
3.17.5.1	Fire Response to Structural Fires	N/C	
3.17.5.2	Emergency response to MVA on MTO Highways as per Province of Ontario rates plus any additional clean-up costs (Recovery through MTO)	410.00 per apparatus for first hour; 205.00 per apparatus for every 1/2 hr thereafter or part thereof; as per MTO Rates	
3.17.5.3	Auto Extrication Services within the Rainy River District	410.00 per hour	
3.17.5.4	Motorized Vehicle Fires	N/C	
3.17.5.5	False Alarms (1st & 2nd in a three month period)	N/C	
3.17.5.6	Third False Alarm (after 3-call outs in a calendar year)	410.00 per apparatus per hour	
3.17.5.7	For each Proceeding False Alarm (Within the Calendar Yr)	110.00 increase per occurrence	111.10



TOWN OF FORT FRANCES ADMINISTRATION & FINANCE DIVISION TREASURER'S REPORT 2013/114

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: November 20, 2013
SUBJECT: 2014 Proposed User Fees

BACKGROUND

User Fees are an important part of the operational budget preparation for the coming year. In the past few years we have endeavored to pass the user fees, with the exception of water and sewer rates, for the upcoming year late November or early December.

At the November 12, 2013 Council Meeting, a 1% increase was approved for the 2014 User Fees with the exception of water & sewer rates and specific fees that require individual discussion and evaluation. Attached to this report is the proposed 2014 User Fees for the Administration & Finance, Schedule "B" Emergency Services, Building Permit Fee Proposal, Schedule "A" Planning & Development (including the proposed square ft. rate for building/demolition permits), Operations & Facilities Division (including Cemetery Price List for 2014) and Community Services.

Approval or further direction on the contained division reports is requested so that the schedule of fees and the by-law can be prepared and brought forward at the December 9, 2013 Council Meeting. In order to achieve consistency, direction is also requested regarding rounding to the nearest 5cents.

Council Approval of this Report will Approve the proposed 2014 User Fees for the Administration & Finance, Schedule "B" Emergency Services, Schedule "A" Planning & Development, Operations & Facilities and Community Services divisions as directed.

**ADMINISTRATION & FINANCE
SCHEDULE OF FEES**

	2013 RATES		PROPOSED 2014	
	Resident	Non-Resident	Resident	Non-Resident
1.0 Administration and Finance Division				
Effective January 1, 2013 (Plus Applicable Taxes)				
1.1 Licenses - Annual Fees (unless otherwise noted)				
1.1.1 Public Halls				
1.1.1.1 Public Halls - Limited	36.55		36.95	
1.1.1.2 Public Halls - Transfer of License - One Time Fee	18.35		18.55	
1.1.2 Taxi Driver	30.85		31.15	
1.1.3 Taxi/Chauffeur Operator's I.D. Card (New or Replacement)	14.00		14.15	
1.1.4 Taxi Owner's License				
1.1.4.1 For Each On-Street Taxi-Cab	381.20		385.00	
1.1.4.2 For Each Off-Street Taxi-Cab	141.95		143.40	
1.1.4.3 For Each Transfer of License - One Time	59.50		60.10	
1.1.5 Chauffeur's License (Limousine Driver)	30.85		31.15	
1.1.6 Limousine Owner's License				
1.1.6.1 For Each Vehicle	118.95		120.15	
1.1.8 Business Licenses				
1.1.8.1 Adult Live Entertainment Parlours	416.10		420.25	151.50
1.1.8.2 Auctioneer	42.25	150.00	42.70	
1.1.8.3 Billiard Hall or Pool Tables (each Table)	42.25		42.70	
1.1.8.4 Bowling Alley (each Lane)	42.25		42.70	
1.1.8.5 Community Events	178.50		180.30	
1.1.8.6 Eating Establishments				
1.1.8.6.1 Restaurants	42.25		42.70	
1.1.8.6.2 Food Shops	42.25		42.70	
1.1.8.6.3 Groceries	42.25		42.70	
1.1.8.6.4 Bakery	42.25		42.70	
1.1.8.6.5 Meat Vendor	42.25		42.70	
1.1.8.6.6 Deli	42.25		42.70	
1.1.8.7 Hairstyling Shops	42.25		42.70	
1.1.8.8 Local Retailers (Retail Sales)	42.25		42.70	
1.1.8.9 Hawker & Peddler				
1.1.8.9.1 Hawker & Peddler Class 1 (day sales)	155.65		157.20	
1.1.8.9.2 Hawker & Peddler Class 1 - Each Additional Day	70.95		71.65	

	2013 RATES		PROPOSED 2014	
	Resident	Non-Resident	Resident	Non-Resident
1.1.8.9.3 Hawker & Peddler Class 2 (seasonal sales)	42.25	150.00	42.70	151.50
1.1.8.9.4 Hawker & Peddler Class 3 (door to door sales)	53.75	150.00	54.30	151.50
1.1.8.9.5 Hawker & Peddler Class 4 (door to door sales person)	53.75	150.00	54.30	151.50
1.1.8.9.6 Hawker & Peddler Class 5 (antique/collectible)	42.25	150.00	42.70	151.50
1.1.8.9.7 Hawker & Peddler Class 6 (craft shows)	42.25	150.00	42.70	151.50
1.1.8.9.8 Hawker & Peddler Class 7 (trade shows)	155.65		157.20	
1.1.8.9.9 Hawker & Peddler Class 7 - Each Additional Day	70.95		71.65	
1.1.8.9.10 Hawker & Peddler Class 8 (flea markets)	42.25	150.00	42.70	151.50
1.1.8.9.11 Hawker & Peddler Class 9 (general not including above)	42.25	150.00	42.70	151.50
1.1.8.10 Motor Vehicle Towing	42.25	150.00	42.70	151.50
1.1.8.11 Photographer	42.25		42.70	
1.1.8.12 Places of Amusement	42.25		42.70	
1.1.8.13 Plumbing Contractors & Plumbers	42.25		42.70	
1.1.8.14 Public Garage (automotive rental, sales, & service)	42.25	416.75	42.70	420.90
1.1.8.14.1 Motor Vehicle Service Station	42.25		42.70	
1.1.8.14.2 Public Garage (see classes 1 - 7)	42.25		42.70	
1.1.8.15 Refreshment Vehicles	53.75	150.00	54.30	151.50
1.1.8.16 Mobile Food Vending	178.50		180.30	
1.1.8.17 Second Hand Dealers or Salvage Yard Operators	42.25	150.00	42.70	151.50
1.1.8.18 Tattoo Parlour, Body Piercing, Electrolysis	42.25	150.00	42.70	151.50
1.1.8.19 Laundries and Laundromats	42.25		42.70	
1.1.8.20 Newspapers and Magazines	155.65		157.20	
1.1.8.21 Old Gold and Silver Dealers	42.25		42.70	
1.1.8.22 Trades and Occupations	42.25		42.70	
1.1.8.23 Salvage Yard or Second Hand Shop or Store Premises	42.25	416.75	42.70	420.90
1.1.8.24 Pawnbroker	42.25		42.70	
1.1.8.25 Wholesale Fruit, Vegetables, etc.				
1.1.8.25.1 Ontario Residents	42.25	167.10	42.70	168.75
1.1.8.26 Professions	42.25	150.00	42.70	151.50
1.1.8.27 Transient Traders		595.30		599.25
1.1.8.28 Transportation including bussing but excluding taxis	42.25	150.00	42.70	151.50
1.1.8.29 Hotel/Motel	42.25		42.70	
1.2 Lottery Licenses - For Each License Issued				
1.2.1 Raffle Prize Value to \$50,000	3% of Prize Value		3% of Prize Value	
1.2.2 Bingo Prize Value to \$5,500	3% of Prize Value		3% of Prize Value	
1.2.3 Break Open Ticket	3% of Prize Value		3% of Prize Value	

		2013 RATES		PROPOSED 2014	
		Resident	Non-Resident	Resident	Non-Resident
1.2.4	Bazaars - per license	5.00		5.00	
1.2.4.1	Bazaar - up to 3 wheels of fortune	10.00 per wheel	10.00 per wheel	10.00 per wheel	10.00 per wheel
1.2.4.2	Bazaar Bingo Prize Value to \$500	3% of Prize Value		3% of Prize Value	
1.2.4.3	Bazaar Raffle Prize Value to \$500	3 % of Prize Value		3 % of Prize Value	
1.3 Other Charges					
1.3.1	Tax Certificate - Each One	58.10		58.65	
1.3.2	Duplicated Receipts - Each One	6.05		6.10	
1.3.3	History of Account Transactions	Actual Costs		Actual Costs	
1.3.4	Dishonoured Cheques - Each	29.95		30.25	
1.3.5	Photocopies				
1.3.5.1	Letter and Legal Size	0.55		0.55	
1.3.5.2	11" x 17"	1.00		1.00	
1.3.5.3	Certified as True Copy (per signature)	5.45		5.50	
1.3.6	Fax - Send/Receive				
1.3.6.1	First Page	2.20		2.25	
1.3.6.2	Each Additional	1.00		1.00	
1.3.7	Commissioning Oaths & Affidavits				
1.3.7.1	Completed Documents - One Signature	11.05	16.70	11.15	16.90
1.3.7.2	Per Signature/Initial where more than one signature is requested	5.50	8.30	5.55	8.40
1.3.8	Utility Bill Inserts	.05/item			
1.3.9	Vital Statistics Administration Fee				
1.3.9.1	Still Birth Registration	29.95		30.25	
1.3.9.2	Death Registration	30.75		31.05	
1.3.10	Marriage Licence/Ceremony				
1.3.10.1	Marriage Licence	134.90	134.90	136.25	136.25
1.3.10.2	Civil Marriage Ceremony	312.10	390.10	315.25	394.00
1.3.10.3	Civil Marriage Ceremony (After Office Hours at Civic Centre)	364.10	455.15	367.75	459.70
1.3.10.4	Civil Marriage Ceremony (Weekends other than at Civic Centre)	364.10	455.15	367.75	459.70
1.3.10.5	Marriage Ceremony Outside of Town * See Below	509.75	509.75	514.85	514.85
1.3.10.6	Attendance at Wedding Rehearsal * See Below	50.50	63.15	51.00	63.80
1.3.10.7	Renewal of Wedding Vows * See Below	Same fee as marriage services above less \$50.00			
1.3.11	Application for Closure of				
1.3.11.1	Road or Lane - Deposit	582.60		588.45	
1.3.11.2	On Completion of Closure	Actual Costs less Deposit			

Same fee as marriage services above

		2013 RATES		PROPOSED 2014	
		Resident	Non-Resident	Resident	Non-Resident
		1.00/sq. ft. or as directed by council otherwise			
	1.3.11.3 Sale of Lane or Roadway Closed				
1.3.12	Utility Arrears Letter	30.80		31.10	
1.3.13	Committee Room Rental (External Groups)	52.00		52.55	
1.4	Tax Sale - Administrative Charges				
1.4.1	File Preparation, Searches, to completion tax arrears certificate	232.30		234.65	
1.4.2	Preparation & Registration of Tax Arrears Certificate	232.30		234.65	
1.4.3	Regulatory Sub-Searches	116.15		117.30	
1.4.4	Processing of First Notice	176.75		178.50	
1.4.5	Processing of Treasurer's Statutory Declaration re: 1st Notice	116.15		117.30	
1.4.6	Registration of Statutory Declaration	116.15		117.30	
1.4.7	Processing of Cancellation Certificate	116.15		117.30	
1.4.8	Registration of Cancellation Certificate	232.30		234.65	
1.4.9	Processing of Extension Agreement	176.75		178.50	
1.4.10	Processing Final Notice	116.15		117.30	
1.4.11	Processing Treasurer's Statutory Declaration re: Final Notice				
1.4.12	Sale process	232.30		234.65	
1.4.13	Legal Fees as they apply to any process	actual		actual	
1.4.14	Mailing Costs as they apply to any process	actual		actual	

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "B"**

3.17 Emergency Services - January 1, 2013 (Plus Applicable Taxes)		2013 Rates	Proposed 2014 Rates
3.17.1 Administration			
3.17.1.1	Copy of Fire Reports	66.65	67.35
3.17.1.2	Letter of Compliance or Approval for Properties	66.65	67.35
3.17.1.3	File Search, Written Report and Records on Properties	66.65	67.35
3.17.1.4	Written Response to written request relating to outstanding orders under the Ontario Fire Code or any Act, Regulation or By-Law with which the Fire Service has Authority or Jurisdiction	66.65	67.35
3.17.2 Property Inspection Request - by Owner or Business Operator			
3.17.2.1	Private Home Day Care Facilities (5 or less)	66.65	67.35
3.17.2.2	Licensed Day Care Centres (more than 5)	86.85	87.75
3.17.2.3	Special Care and Group Homes (3 or less)	66.65	67.35
3.17.2.4	Special Care and Group Homes (more than 3)	86.85	87.75
3.17.2.5	Inspections required by/for LCBO Licensing	119.20	120.40
3.17.2.6	Lodging House	66.65	67.35
3.17.2.7	Occupancy Load Calculation and Posting	86.85	87.75
3.17.2.8	Private Nursing Homes	119.20	120.40
3.17.2.9	Fire Inspections of Educational Institutions	N/C	
3.17.2.9.1	Base Inspection	119.20	120.40
3.17.2.9.2	Each Classroom Additional	5.00	5.05
3.17.2.9.3	Portable Classrooms	66.65	67.35
3.17.2.10	Assembly Occupancies <60 persons	66.65	67.35
3.17.2.11	Assembly Occupancies >61 persons	66.65	67.35
3.17.2.12	Industrial/Commercial Single Tenant or Occupancy	119.20	120.40
3.17.2.13	Residential/Commercial - Multi Occupancy Complex	119.20	120.40
3.17.2.14	Residential/Apartment or Condominium Building	119.20	120.40
3.17.2.15	Office/Commercial Retrofit Inspections	119.20	120.40
3.17.2.16	Additional Inspection for incompleteness or initial follow-up	119.20	120.40
3.17.2.17	Inspection - All Properties	66.65	67.35
3.17.3 Special Occasions Inspections			
3.17.3.1	Mandated Fire Code inspection (tents/marquee)	66.65	67.35
3.17.3.2	Mandated Fire Code inspection (fireworks permits)	119.20	120.40
3.17.3.3	Public Vendors - Commercial Establishments	66.65	67.35
3.17.3.4	Public Vendors - Vendors from Outside Municipality	231.30	233.60
3.17.3.5	Public Vendors - Service Clubs	N/C	
3.17.3.6	Misc. inspections not otherwise specified - per hour	66.65	67.35
3.17.4 Other Service Fees/Charges			
3.17.4.1	Burning Permits - Residential 7 day	12.65	12.80
3.17.4.2	Burning Permits - Commercial/Industrial - each burn	115.00	116.15
3.17.4.3	Open Air Burning Violations	As per Burning By-Law	
3.17.4.4	Extinguishing Fire where no permit obtained: out of control	410.00 for apparatus per hour plus wages plus 15% resident administration fee	

3.17.4.5.1	Standby requests other than emergency response (per vehicle) For fire protection during shows, exhibitions, etc.)	410.00 for 1st hour then \$205.00 for every 1/2 hour thereafter	
3.17.4.5.2	Standby requests other than emergency response (per vehicle)	410.00 per hour	
3.17.4.6	Training Services - per hour	66.65 plus costs	67.35
3.17.4.7	Air Bottle Refills - other Fire Services	12.65 per bottle	12.80
3.17.4.8	Air Bottle Refills - Scuba, Private, Provincial, Industry	17.65 per bottle	17.85
3.17.4.9	Fire Service Training Outside Municipal Boundaries	66.65 per hour plus costs	67.35
3.17.4.10	Fire Service Fire Prevention Programs Outside Municipal Boundaries	66.65 per hour plus costs	67.35
3.17.4.11	Fire Service Administration Outside Municipal Boundaries	66.65 per hour plus costs	67.35
3.17.4.12	Fire Protection Outside Municipal Boundaries	As per Contract	
3.17.4.13	Controlled Burns e.g. grass	Full cost recovery plus 15% resident administration fee	
3.17.4.14	Boarding Up/Barricading Premises after Fire, costs per person, plus cost of public works (if used), plus cost of materials used plus 15% resident administration fee (if owner fails to comply within 24 hours the Fire Chief may authorize with all applicable costs.)	Full cost recovery plus 15% resident administration fee	
3.17.5 Emergency Services Response Calls			
3.17.5.1	Fire Response to Structural Fires	N/C	
3.17.5.2	Emergency response to MVA on MTO Highways as per Province of Ontario rates plus any additional clean-up costs (Recovery through MTO)	410.00 per apparatus for first hour; 205.00 per apparatus for every 1/2 hr thereafter or part thereof; as per MTO Rates	
3.17.5.3	Auto Extrication Services within the Rainy River District	410.00 per hour	
3.17.5.4	Motorized Vehicle Fires	N/C	
3.17.5.5	False Alarms (1st & 2nd in a three month period)	N/C	
3.17.5.6	Third False Alarm (after 3-call outs in a calendar year)	410.00 per apparatus per hour	
3.17.5.7	For each Proceeding False Alarm (Within the Calendar Yr)	110.00 increase per occurrence	111.10

November 21, 2013

Report To: Mayor and Council

From: Travis Rob, CBO, Facilities/Special Projects Coordinator

RE: 2014 Planning And Development User Fees

At the meeting of Council held November 12, 2013 Council gave direction for the User Fee Schedule for 2014 to be increased by 1%. Attached to this report are the Planning and Development Division User Fee Schedule reflecting the aforementioned change.

Respectfully Submitted;

A handwritten signature in black ink, appearing to read 'Travis Rob', with a stylized flourish at the end.

Travis Rob, EIT
CBO, Facilities/Special Projects Coordinator

Council Approval of this report is not required as this report is for informational purposes at this time.

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "A"**

		2013 Rates	PROPOSED 2014 Rates
2.0	Planning & Development (Plus applicable taxes) Effective January 1		
2.1	Building/Demolition Permits		
2.1.1	New Residential Construction or Addition to:		
2.1.1.1	Garages, Accessory Use Buildings, Covered Decks		0.40/sq. ft.
2.1.1.2	Uncovered Decks, Sheds, Temporary Structures		0.25/sq. ft.
2.1.1.3	Residential Construction (Single Detached Dwellings, Attached Garages, Factory Built Structures)		
	Main Floor		0.80/sq. ft.
	Basement		0.64/sq. ft.
	Each Additional Floor		0.40/sq. ft.
	All Other Construction Not Conforming to the Above Fee Schedule		
2.1.1	1st \$1,000 of Value (Minimum Permit Fee)	54.00	54.54
2.1.2	Each Additional \$1,000 of Value or Part Thereof	10.80	10.91
2.1.3	Progress Reports	86.40	87.26
2.1.4	Conditional Permit	228.75	231.04
2.1.5	Re-Inspection Fee	86.40	87.26
2.1.6	Special Call Out Services	Applicable Rates (Time & OH)	Applicable Rates (Time & OH)
2.2	Plumbing Inspection Fee		
2.2.1	Per Fixture	10.80	10.91
2.3	Change of Use	57.20	57.77
2.4	Residential Demolition		54.54
2.5	Administration Fee		
2.5.1	Construction/Demolition Commenced Prior to Issuance of Building Permit	114.40 Greater of \$114.40 or 10% of Building or Demolition Permit Fee	115.54 Greater of \$115.54 or 10% of Building or Demolition Permit Fee
2.6	Transfer of Permit Fee	57.20	57.77
2.7	Application for Deferral of Revocation	57.20	57.77
2.8	Refund of Fees		
2.8.1	Permit Issued but Construction Not Commenced	50%	50%
2.8.2	Reduction of Refund for Each Field Inspection Performed After Issuance of Permit	5%	5%
2.9	Moving Permit Fees		
2.9.1	Single Trip	86.40	87.26
2.9.2	Single Short Term Job	114.50	115.65
2.9.3	Single Job - 6 Months	228.90	231.19
2.9.4	Annual Permit	457.75	462.33
2.10	Sign Permit Fee		
2.10.1	Permanent Sign Fee	57.20	57.77
2.10.2	Mobile Sign - 30 Day Permit	10.40	10.50
2.10.3	Mobile Sign - 90 Day Permit	26.00	26.26
2.10.4	Mobile Sign - 180 Day Permit	52.00	52.52
2.11	Swimming Pool Permit Fee	57.20	57.77
2.12	Animal Control		
2.12.1	2.12.1.1 Dog License - Spayed/Neutered	23.75	23.99
	2.12.1.2 Dog License - Unspayed/Non-Neutered	34.50	34.85

	2013 Rates	PROPOSED 2014 Rates
2.12.1.3 Replacement for Lost Tag	17.30	17.47
2.12.2 Impound Fee	74.50	75.25
2.13 Private Parking Spaces (Rented)		
2.13.1 Annual Fee Each	367.00	370.67
2.14 Portage Avenue Municipal Parking Lot		
2.14.1 Rental of Reserved Parking Space 1st One Per Month	35.60	35.96
2.14.1.1 Each Per Year	356.00	359.56
2.14.2 Unreserved Parking Spaces - Daily	2.00	2.00
2.15 Metered On-Street Parking	1.00/Hr	1.00/Hr
2.16 Loading Zone - Annual Fee Each	367.00	370.67
2.17 Church Loading Zone - Annual Fee Each	69.00	69.69
2.18 Planning Fees		
2.18.1 Official Plan Amendment	2,290.00	2,312.90
2.18.2 Zoning By-Law Amendment	1,716.00	1,733.16
2.18.3 Removal of "H" Symbol	1,144.00	1,155.44
2.18.4 Temporary Use By-Law	1,144.00	1,155.44
2.18.4.1 Extension to Temporary Use By-Law	343.20	346.63
2.18.5 Application for Subdivision/Condominium	2,860.00	2,888.60
2.18.5.1 Amendment to Subdivision/Condominium	572.00	577.72
2.18.6 Consent (i.e. new lot, easement, lot addition, etc.)	516.00	521.16
2.18.6.1 Successive Applications (related property)	259.00	261.59
2.18.6.2 Additional Fee if easement, ROW included	259.00	261.59
2.18.7 Minor Variance / Special Permission	286.00	288.86
2.18.8 Acknowledgement, Undertaking & Indemnification	56.60	57.17
2.18.9 Site Plan Agreement	917.30	926.47
2.18.9.1 Amendment to Site Plan Agreement	286.00	288.86
2.18.10 Letters of Compliance and/or Information		
2.18.10.1 Letter of Compliance	57.20	57.77
2.18.10.2 Requests for Information Relative to Building Permit Activity,	57.20	57.77
2.18.11 Encroachment Agreement or other land use agreement not listed elsewhere	343.20	346.63
2.18.12 Validation of Title / Power of Sale	286.00	288.86
2.18.13 GIS. maps (each)	12.00	12.12
2.18.14 Reschedule Public Meeting (at applicant's request) all planning applicatio	286.00	288.86
2.18.15 Deeming By-Law (applies to second and successive lot)	57.20	57.77
2.18.16 Land Titles, Ontario Municipal Board, Solicitor or Planner's Fees if applicable, excessive staff time	Cost Recovery Basis	Cost Recovery Basis
2.18.17 Pre-consultation fee pertaining to 2.18.1, 2.18.2, 2.18.3, 2.18.4, 2.18.5 "applied to applicable fee as noted upon receipt of completed application"	10% of applicable fee	10% of applicable fee
2.18.18 Assign Property Address	57.20	57.77

November 13, 2013

Report To: Mayor & Council

From: Doug Brown, Manager Operations & Facilities



SUBJECT: 2014 Operations & Facilities Division User Fees & Charges

Please find attached spreadsheets outlining the proposed 2014 user fees and charges for the Operations & Facilities Division. In general a 1% increase was applied to the 2013 fees. However, a couple of fees were adjusted at a different rate than 1% such as;

1. Bag Tag –set at \$ 2.25 per tag same as in 2013. ✓
2. Minimum Tipping Fee at the Landfill Site will remained the same as in 2013 & 2012 at \$ 18.00. ✓
3. The daily overnight camping fees at the Pither's Point Park will remain the same in 2014 as in 2013 and will be rounded up to the nearest dollar including all applicable taxes;
 - a. Full service camp site - \$32.00 (HST included)
 - b. Tenting site - \$ 17.00 (HST included)
 - c. Partial Service camp site \$ 26.00 (HST included)
4. In regards to the Airport, several fees have been adjusted, please find attached the 2013 Airport Fee Survey data
 - **Vehicle Parking**
 - Daily \$ 7.50 based on Red Lake rate
 - Monthly \$ 150.00 based on Sioux Lookout Rate
 - Yearly \$ 1,100 based on Sioux Lookout Rate
 - **Aircraft Parking**
 - Daily \$11.00 based on Kenora rate
 - **Aircraft Landing**
 - Domestic flights Piston/Turbine aircraft minimum fee \$ 13.00 rounded up to the nearest dollar
 - International Flights Piston/Turbine minimum fee \$ 33.00 rounded up to the nearest dollar

The Cemetery Current Price List, which went into effect on July 1st, 2012, was increased by 1% where applicable. This price list should be reviewed and approved at the same time as reviewing all the other user fees and charges for the Operations & Facilities Division. The 2014 Cemetery Price List doesn't have to be approved by the Ministry of Consumer Services.

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

Public Works	\$ 711.88
Waste Management System	\$ 3,931.12
Parks	\$ 8.37
Cemetery Charges	\$ 1,490.89
Airport	\$ 3,989.73
Total	\$ 10,131.99

Water and Sewer fees have not been addressed at this time and will be addressed prior to the first billing cycle in 2014. However in accordance with the Towns approved long range water and wastewater financial plan an additional 5% increase in revenue is required over the next 4 years to achieve financial sustainability. This equates to an additional \$ 239,000 in revenue in 2014 or a total revenue of \$ 5,017,000.

The Operations & Facilities Executive Committee recommends the following:

- 1) That Council endorses the 2014 proposed user fees and charges for the Operations & Facilities Division as outlined on the attached spreadsheets in principle and that a by-law be prepared prior to January 1st, 2014.
- 2) That Council endorses the proposed Cemetery Price List as outlined on the attached spreadsheet in principle and that it will go into effect on January 1st, 2014.

Respectfully submitted,
Operations & Facilities Division

Doug Brown

Doug Brown, P. Eng.
Manager Operations & Facilities

RECOMMENDED

Doug Brown

R. Wiedner

Council approval of this report will ensure the following:

- 1) That Council endorses the 2014 proposed user fees and charges for the Operations & Facilities Division as outlined on the attached spreadsheets in principle and that a by-law be prepared prior to January 1st, 2014.
- 2) That Council endorses the proposed Cemetery Price List as outlined on the attached spreadsheet in principle and that it will go into effect on January 1st, 2014

2013Nov O & F Divisionuserfees&charges

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges							
PUBLIC WORKS - Updated on November 13, 2013 - effective January 1st, 2014							
Description	Units	# of Units	2012	2013	2014	Percentage Increase	Increase Revenue
			2011 + 3%	2012 + 1%	2013 + 1%	2014 to 2013	2014 to 2013
Private Work							
Labour							
Labour billed on hourly rate - regular hours	Hours	140	\$39.62	\$40.02	\$40.42	1.00%	\$56.03
Overtime Labour Rate							
Double Time Labour Rate (Statutory Holidays)			\$59.44	\$60.03	\$60.63	1.00%	
Non-Residential Labour Rate			\$79.25	\$80.04	\$80.84	1.00%	
Vehicle Rates							
Non-residential equipment & vehicle rates							
All 1/2 tons, 3/4 tons, crew cabs, compacts & van	Hours	29	\$20.60	\$20.81	\$21.01	1.00%	\$6.03
V109 - Sand Truck			\$76.96	\$77.73	\$78.51	1.00%	
V110 - Dump/Plow Truck			\$35.48	\$35.83	\$36.19	1.00%	
V115 - Sander/Plow Truck			\$85.94	\$86.80	\$87.66	1.00%	
V122 - Tandem Truck		18	\$76.96	\$77.73	\$78.51	1.00%	\$13.99
V121 - Tandem Truck		19	\$76.96	\$77.73	\$78.51	1.00%	\$14.77
Equipment Rates							
E205 & E207 Graders							
a) Labour	Hours		\$39.62	\$40.02	\$40.42	1.00%	
b) Machine with wing			\$65.07	\$65.72	\$66.38	1.00%	
Total per hour per grader			\$104.69	\$105.74	\$106.80	1.00%	
E206 - Vacuum/Pressure Truck							
a) Labour - 2 men			\$79.25	\$80.04	\$80.84	1.00%	
b) Truck			\$143.02	\$144.45	\$145.90	1.00%	
Total per hour		24	\$222.27	\$224.49	\$226.74	1.00%	\$53.88
E305 - Sidewalk machine c/w any attachment							
a) Labour			\$39.62	\$40.02	\$40.42	1.00%	
b) Equipment with bucket			\$57.69	\$58.27	\$58.85	1.00%	
Total per hour		8	\$97.32	\$98.29	\$99.27	1.00%	\$7.86
E309 - Hyundai Backhoe							
a) Labour			\$39.62	\$40.02	\$40.42	1.00%	
b) Equipment with bucket			\$79.81	\$80.61	\$81.41	1.00%	
Total per hour		4	\$119.43	\$120.62	\$121.83	1.00%	\$4.82
E313 - Large Snow Blower & Loader							
a) Labour			\$39.62	\$40.02	\$40.42	1.00%	
b) Equipment			\$82.72	\$83.54	\$84.38	1.00%	

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges						
PUBLIC WORKS - Updated on November 13, 2013 - effective January 1st, 2014						
Description	Units	# of Units	2012	2013	2014	Percentage Increase 2014 to 2013
Total per hour			\$122.34	\$123.56	\$124.80	1.00%
E318 - Cat 930H Loader						
a) Labour			\$39.62	\$40.02	\$40.42	1.00%
b) Equipment			\$49.44	\$49.93	\$50.43	1.00%
Total per hour		4	\$89.06	\$89.95	\$90.85	1.00%
E315 - Loader Bobcat						
a) Labour			\$39.62	\$40.02	\$40.42	1.00%
b) Equipment with attachments			\$45.23	\$45.69	\$46.14	1.00%
Total per hour			\$84.86	\$85.71	\$86.56	1.00%
E317 - IT38 Cat Loader						
a) Labour			\$39.62	\$40.02	\$40.42	1.00%
b) Equipment			\$49.44	\$49.93	\$50.43	1.00%
Total per hour		4	\$89.06	\$89.95	\$90.85	1.00%
E321 - Loader/Backhoe						
a) Labour			\$39.62	\$40.02	\$40.42	1.00%
b) Equipment			\$42.23	\$42.65	\$43.07	1.00%
Total per hour		4	\$81.85	\$82.67	\$83.49	1.00%
E597 - Ingersoll Rand Packer						
a) Labour			\$39.62	\$40.02	\$40.42	1.00%
b) Equipment			\$68.79	\$69.47	\$70.17	1.00%
Total per hour			\$108.41	\$109.49	\$110.59	1.00%
E713 - Low Pressure Steamer						
a) Labour - 2 men			\$79.25	\$80.04	\$80.84	1.00%
b) Equipment			\$29.53	\$29.83	\$30.13	1.00%
c) Half Ton Truck			\$20.60	\$20.81	\$21.01	1.00%
Total per hour		8	\$129.38	\$130.67	\$131.98	1.00%
E726 - Rigid Drain Cleaning Machine						
a) Labour - 2 Men	Plugged		\$79.25	\$80.04	\$80.84	1.00%
b) Equipment	Sewer		\$3.16	\$3.19	\$3.22	1.00%
c) Half Ton	Per Hour		\$20.60	\$20.81	\$21.01	1.00%
d) Total per hour		67	\$103.00	\$104.03	\$105.07	1.00%
E816 - Street Sweeper						
a) Labour			\$39.62	\$40.02	\$40.42	1.00%
b) Equipment			\$82.40	\$83.22	\$84.06	1.00%
Total per hour		40	\$122.02	\$123.24	\$124.48	1.00%
E830 - DBH Thawing Machine						

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges									
PUBLIC WORKS - Updated on November 13, 2013 - effective January 1st, 2014									
Description	Units	# of Units	2012	2013	2014	Percentage increase	2013 to 2014	2014 to 2015	Increase Revenue
a) Labour 2 Men			\$79.25	\$80.04	\$80.84	1.00%			
b) Equipment			\$52.38	\$52.90	\$53.43	1.00%			
c) 3/4 Ton			\$20.60	\$20.81	\$21.01	1.00%			
Total per hour		7	\$152.23	\$153.75	\$155.28	1.00%			\$10.76
E830 - Pulse De-icer (Thawing) Machine									
a) Labour 2 Men			\$79.25	\$80.04	\$80.84	1.00%			
b) Equipment			\$14.31	\$14.45	\$14.59	1.00%			
c) 3/4 Ton			\$20.60	\$20.81	\$21.01	1.00%			
Total per hour		1	\$114.15	\$115.29	\$116.45	1.00%			\$1.15
E838 - Air Compressor									
a) Labour			\$39.62	\$40.02	\$40.42	1.00%			
b) Equipment			\$28.60	\$28.89	\$29.18	1.00%			
c) 3/4 Ton			\$20.60	\$20.81	\$21.01	1.00%			
Total per hour			\$88.83	\$89.72	\$90.61	1.00%			
Private Concrete Crossing or Replacement of Sidewalk for private crossing									
Removal, Supply & Installation of concrete driveway	Square Feet	1100	\$17.18	\$17.35	\$17.53	1.00%			\$190.87
Private Crossing - Culvert	Feet	54	\$153.31	\$154.85	\$156.39	1.00%			\$83.62
Removal of concrete driveway crossing			\$5.67	\$5.72	\$5.78	1.00%			
Removal of highback concrete curb & gutter and replace with low back concrete curb & gutter for new driveway crossing installation	Linear Ft	16	\$36.01	\$36.37	\$36.73	1.00%			\$5.82
Removal of highback concrete curb & gutter and replace with low back concrete curb & gutter for new driveway crossing installation	Linear Ft		\$36.01	\$36.37	\$36.73	1.00%			
Engineering Services									
Engineering Services Minimum One Hour									
Televising Customer Sewer at their request on regular hours	Per Hour	8	\$176.90	\$178.67	\$180.45	1.00%			\$14.29
Televising Customer Sewer at their request on overtime hours			\$353.80	\$357.34	\$360.91	1.00%			
Tracing Customer Water & Sewers at their request on regular hours		7	\$117.93	\$119.11	\$120.30	1.00%			\$8.34
Tracing Customer Water & Sewers at their request on overtime hours			\$235.86	\$238.22	\$240.61	1.00%			
Setting Lot Grades only - regular hours	Per Lot Grade	23	\$106.37	\$107.43	\$108.51	1.00%			\$24.71
Copying Blue Prints	Each		\$12.72	\$12.85	\$12.97	1.00%			
GIS Drawings or Maps- Hardcopy									

P: PW Fees and service Charges

[illegible]

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Spreadsheet No. 1 - Updated November 12, 2013 - Parks & Cemeteries 2014 Proposed Fees - January 1st, 2014
Fees and Services Charges - all applicable taxes included unless otherwise expressed

		Units	#Units	2013 Proposed	2014 Proposed	Percentage Increase 2014 to 2013	2014 Proposed Plus applicable HST (13%)	Revenue Increase
4.7 PARKS								
Non-residential labour, equipment, vehicles rate								
Labour Cost not included in the following:								
4.7.1.1	Mower, Riding	Hours	14	\$14.89	\$15.04	1.00%	\$16.99	\$2.08
4.7.1.2	Portable Generator			\$7.15	\$7.22	1.00%	\$8.16	
4.7.1.3	Power Saw			\$7.15	\$7.22	1.00%	\$8.16	
4.7.1.4	Trailer - Large			\$11.91	\$12.03	1.00%	\$13.59	
4.7.1.5	Cement Mixer			\$11.91	\$12.03	1.00%	\$13.59	
Labour Cost are included in the following:								
4.7.2	4.7.2.1 Backhoe	Hours	0	\$71.47	\$72.18	1.00%	\$81.57	
	4.7.2.2 4200 Tractor & Sweeper			\$50.03	\$50.53	1.00%	\$57.10	
	4.7.2.3 Stumper (Chipper)		8	\$78.61	\$79.40	1.00%	\$89.72	\$6.29
	4.7.2.4 Snowplow - Chevy			\$45.26	\$45.72	1.00%	\$51.66	
4.7.3 Point Park Camping Rates - Plus Applicable Taxes -								
Full Hook-up - Water, Hydro								
4.7.3.1	& Sewage Dump Station	night	670	\$28.32	\$28.32	0.00%	\$32.00	\$0.00
4.7.3.2		7 days per week	16	\$145.12	\$145.12	0.00%	\$163.99	
4.7.3.3		4 week	5	\$557.08	\$557.08	0.00%	\$629.50	
Tenting Sites								
4.7.3.4		night	52	\$15.04	\$15.04	0.00%	\$17.00	\$0.00
4.7.3.5		7 days per week	0	\$78.25	\$78.25	0.00%	\$88.42	
4.7.3.6		4 week	0	\$299.20	\$299.20	0.00%	\$338.10	
Partial Hook-up - Hydro & Sewage Dump Station, but no Water service								
4.7.3.7		night		\$23.00	\$23.00	0.00%	\$25.99	
4.7.3.8		7 days per week		\$116.09	\$116.09	0.00%	\$131.18	
4.7.3.9		4 week		\$445.67	\$445.67	0.00%	\$503.61	
4.7.3.10 Cost for Utilities per day- 4 Native Band Members								
				\$7.00	\$7.07	1.00%		
Total								\$1,499.26
Point Park								\$0.00
Cemeteries								\$1,499.26

Spreadsheet No. 1 - Airport - Updated November 12, 2013
Fees and Service Charges -
As of January 1st, 2013

Unit	# Of Units	2012 Approved 2011 + 3%	2013 Approved 2012 + 1% or more	2014 Proposed 2013 + 1% or more	Percentage Increase	2014 Proposed Plus applicable HST (13%) effective January 1st, 2014	Increase Revenue 2014 to 2013
Fee							
Office/square meter- Plus applicable taxes		\$317.14	\$354.65	\$358.20	1.00%	\$404.76	\$112.78
Counter/square meter- Plus applicable taxes		\$317.14	\$354.65	\$358.20	1.00%	\$404.76	
Aviation Fuels - Plus applicable taxes							
100LL	25,000	adjusted quarterly	adjusted quarterly	adjusted quarterly	no change	adjusted quarterly	
Jet-A	14,000	adjusted quarterly	adjusted quarterly	adjusted quarterly	no change	adjusted quarterly	
Aviation Oils		Cost + 45%	cost + 45%	cost + 45%	no change	Cost + 45%	
Aircraft Landing Fees for Domestic Flights - No applicable taxes							
Piston Aircraft	500	\$11.79	\$12.00	\$13.00	8.33%	\$13.00	\$500.00
Medivac & All Government Aircrafts	500	\$202.00	\$202.00	\$202.00	1.00%	\$202.00	\$1,000.00
Turbine Aircraft	200	\$11.79	\$12.00	\$13.00	8.33%	\$13.00	\$200.00
Minimum Fee	1200	\$2.95	\$3.73	\$3.77	1.00%	\$3.77	\$44.76
<21,000 kgs. - Gross Weight X		\$3.54	\$3.73	\$3.77	1.00%	\$3.77	
21,000 - 45,000 kgs. - Gross Weight X							
Aircraft Landing Fees for International Flights - No applicable taxes							
Piston Aircraft	127	\$11.79	\$32.00	\$43.00	3.13%	\$33.00	\$127.00
Turbine Aircraft	262	\$11.79	\$32.00	\$33.00	3.13%	\$33.00	\$262.00
Minimum Fee		\$2.95	\$8.00	\$8.08	1.00%	\$8.08	
<21,000 kgs. - Gross Weight X		\$3.54	\$8.00	\$8.08	1.00%	\$8.08	
21,000 - 45,000 kgs. - Gross Weight X							
Airport Parking Fees							
<4,999 kgs/day	170	\$10.02	\$10.12	\$11.00	8.65%	\$12.43	\$148.84
4,999 - 9,999 kgs/month		\$73.12	\$82.60	\$83.43	1.00%	\$94.27	
5 - 9,999 kgs/day		\$17.10	\$17.27	\$17.44	1.00%	\$19.71	
10,000 - 29,000 kgs/month		\$330.21	\$333.51	\$336.85	1.00%	\$380.64	
10,000 - 29,000 kgs/day		\$30.66	\$30.97	\$31.28	1.00%	\$35.34	
10,000 - 29,000 kgs/month		\$613.24	\$619.38	\$625.57	1.00%	\$706.89	
Plug-ins							
Ground Power Starts		\$5.90	\$5.96	\$6.02	1.00%	\$6.80	
Ground Power Starts Bearskin	1100	\$42.51	\$42.93	\$43.36	1.00%	\$49.00	\$472.26
Ground Power Starts other Aircrafts		\$53.07	\$53.60	\$54.14	1.00%	\$61.17	
Aircraft De-icing							
Bearskin Airlines							
Other Aircraft *Plus Cost of Fluid		\$41.28	\$41.69	\$42.11	1.00%	\$47.58	
General Terminal Fees							
0 - 9 seats		\$16.51	\$16.68	\$16.84	1.00%	\$19.03	
10 - 15 seats		\$18.87	\$19.06	\$19.25	1.00%	\$21.75	
16 - 25 seats	1050	\$29.48	\$29.78	\$30.08	1.00%	\$33.99	\$312.67
Passenger Facility Charge - Plus applicable taxes							
Per Person Embarking	1700	\$10.26	\$10.36	\$10.47	1.00%	\$11.83	\$176.14
Airport Improvement Fee - levied to outbound charters per passenger embarking	640		\$10.36	\$10.46	1.00%	\$11.82	\$66.30
Gate							
Gate-outs- plus applicable taxes		\$148.57	\$150.06	\$151.56	1.00%	\$171.26	
Gate-outs- plus applicable taxes		cost + 40%	cost + 40%	cost + 40%	no change		
Admission Charts- plus applicable taxes							
Yearly Parking Fees/day- plus applicable taxes		\$173.43	\$175.17	\$176.00	470.89%	\$1,130.00	\$566.99
Yearly Parking Stall	335	\$5.75	\$5.81	\$7.40	29.14%	\$8.48	
Yearly Parking		\$60.00	\$60.60	\$100.00	65.02%	\$113.00	
Yearly parking stall							
Land Lease Rates - Unserved- plus applicable taxes							
Private - per square meter- plus applicable taxes		\$1.15	\$1.68	\$1.70	1.00%	\$1.92	
Commercial - per square meter		\$1.77	\$2.52	\$2.55	1.00%	\$2.88	
Advertising Signs- plus applicable taxes							
Small signs per year		\$104.06	\$105.10	\$106.15	1.00%	\$119.95	
Large signs per year		\$115.62	\$116.78	\$117.94	1.00%	\$133.28	
Commercial Character Ramp Fee per Aircraft			13.27	\$13.40	1.00%	\$15.15	
total net increase							\$3,989.73

7/7

\$1100

Day

2013 Airport Fee Survey Data - October 4, 2013

LANDING FEES - PRICE PER 1,000 KG

Dryden	Domestic	International
0-21,000 kgs	\$ 3.25	\$ 5.55
21,001 - 45,000 kgs	\$ 4.20	\$ 7.05
45,001 + kgs	\$ 4.90	\$ 8.30
	Minimum \$11.35	Minimum \$19.25

Fort Frances	Domestic	International
<21,000 kgs	Gross Weight x \$3.73	Gross Weight x \$8.00
21,000 - 45,000 kgs	Gross Weight x \$3.73	Gross Weight x \$8.00
	Minimum \$12.00	Minimum \$32.00
Landing fees are waived for all piston aircraft under 2,000 kgs		
Piston aircraft over 2,000 kgs are waived with the purchase of fuel		
**Medivac/Gouvernement flat rate landing \$200.00		

Greenstone	Domestic/International
0-21,000 kgs	\$2.25/1,000 kgs
21,001 - 45,000 kgs	\$2.88/1,000 kgs
45,001 + kgs	\$3.38/1,000 kgs
Turbo & Jet A/C:	Minimum \$9.90
Piston Aircraft:	Minimum \$6.46

*No charges for training flights
 **No charges for Transport Canada
 or Canadian Military

Kenora (Flat Rate)	Domestic	International
4,000 kgs	\$ 18.00	\$ 24.00
5,000 kgs	\$ 24.00	\$ 31.00
6,000 kgs	\$ 26.00	\$ 34.00
7,000 kgs	\$ 31.00	\$ 42.00
8,000 kgs	\$ 36.00	\$ 44.00
9,000 kgs	\$ 43.00	\$ 49.00
10,000 kgs	\$ 50.00	\$ 60.00
11,000 kgs	\$ 55.00	\$ 65.00
12,000 kgs	\$ 60.00	\$ 73.00
13,000 kgs	\$ 66.00	\$ 80.00
14,000 kgs	\$ 80.00	\$ 94.00
15,000 kgs	\$ 85.00	\$ 97.00
Rates go up to 40,000 kgs >40,000 kgs	\$6.05/kg	\$7.15/kg
	Minimum \$12.00	Minimum \$18.00

Red Lake	Domestic	International
1 - 10,000 kgs	\$2.73/1,000 kgs	\$ 10.66/1,000 kgs
10,001 - 45,000 kgs	\$3.49/1,000 kgs	\$ 14.19/1,000 kgs
45,000 kgs +	\$4.13/1,000 kgs	\$17.76/1,000 kgs
Turbo & Jet A/C:	Minimum \$13.64	Minimum \$53.32
Piston Aircraft:	Minimum \$7.77	Minimum \$35.51

Sioux Lookout	Domestic/International
0-21,000 kgs	\$2.50/1,000 kgs
21,001-45,000 kgs	\$3.20/1,000 kgs
45,000 kgs +	\$3.75/1,000 kgs
	Minimum \$11.00

2013 Airport Fee Survey Data - October 4, 2013

TERMINAL FEES

Dryden	Domestic	International
1-15 Seats	\$ 22.10	\$ 50.65
16-25 Seats	\$ 34.00	\$ 78.80
26-45 Seats	\$ 59.70	\$ 138.05
46-60 Seats	\$ 85.15	\$ 197.30
61-89 Seats	\$ 136.35	\$ 315.75
90-125 Seats	\$ 187.55	\$ 513.10
126-156 Seats	\$ 221.65	\$ 710.44
157-200 Seats	\$ 306.90	\$ 819.00
201-250 Seats	\$ 400.75	\$ 927.60

Fort Frances	All Flights
1-9 Seats	\$ 16.68
10-15 Seats	\$ 19.06
16-25 Seats	\$ 29.78

Greenstone	All Flights
1-9 Seats	\$ 12.15
10-15 Seats	\$ 20.25
16-25 Seats	\$ 25.65
26-45 Seats	\$ 58.37

Kenora	Domestic	International
	\$1.50/Seat	\$2.60/Seat

Red Lake	All Flights
1-9 Seats	\$ 15.55
10-15 Seats	\$ 26.00
16-25 Seats	\$ 40.03
26-45 Seats	\$ 70.18
46-60 Seats	\$ 100.22
61-89 Seats	\$ 160.45
90 or Greater Seats	\$ 220.00

Sioux Lookout	All Flights	General Facility Fee (GFF)
0-25 Seats	\$1.50/Seat	
26 +	\$3.00/Seat	

2013 Airport Fee Survey Data - October 4, 2013

Aircraft Parking

Dryden	Daily	Monthly	Annual
1-2,000 kgs	\$ 9.90	\$ 78.85	\$ 498.60
2,001-5,000 kgs	\$ 9.90	\$ 78.85	\$ 598.20
5,001-10,000 kgs	\$ 15.85	\$ 294.10	
10,001-30,000 kgs	\$ 29.30	\$ 596.05	
30,001-60,000 kgs	\$ 45.25	\$ 917.30	
60,001-100,000 kgs	\$ 68.35	\$ 1,376.40	
100,001-200,000 kgs	\$ 114.40	\$ 2,294.05	
200,001-300,000 kgs	\$ 159.65	\$ 3,211.30	
>300,000 kgs	\$ 189.15	\$ 3,753.95	

Note: \$6.60 /Day/Heater

Fort Frances	Daily	Monthly
< 4,999 kgs	\$ 10.12	\$ 82.60
5,000-9,999 kgs	\$ 17.27	\$ 333.51
10,000-29,000 kgs	\$ 30.97	\$ 619.38

Note: \$5.96 /Day/Heater

Greenstone	Daily	Monthly
< 4,999 kgs	\$ 7.69	\$ 65.35
5,000-9,999 kgs	\$ 13.00	\$ 279.94
10,000-29,000 kgs	\$ 25.23	\$ 517.00
30,000 kgs +	\$ 39.07	\$ 800.71

Note: \$10.00 /Day/Heater or \$200.00 Monthly

Kenora	Daily	Monthly
1-9,999 kgs	\$ 11.00	\$ 93.50
10,000-29,999 kgs	\$ 30.00	\$ 250.00
30,000 kgs +	\$ 60.00	\$ 400.00

Red Lake	Daily	Monthly	Annual
1-2,000 kgs	\$ 9.24	\$ 78.57	\$ 471.48
2,001-5,000 kgs	\$ 9.24	\$ 78.57	\$ 567.33
5,001-10,000 kgs	\$ 15.63	\$ 336.59	
10,001-30,000 kgs	\$ 30.34	\$ 621.62	
30,001- > kgs	\$ 46.98	\$ 962.73	

Note: \$7.00 /Day/Heater

Sioux Lookout	Daily	Monthly
1-2,000 kgs	\$ 11.20	\$ 235.14
2,001-5,000 kgs	\$ 12.48	\$ 262.19
5,001-10,000 kgs	\$ 18.03	\$ 335.08
10,001-30,000 kgs	\$ 29.40	\$ 617.25
30,001 - 60,000 kgs	\$ 45.63	\$ 958.21
60,001-100,000 kgs	\$ 68.75	\$ 1,443.78

Note: \$7.00 /Day/Heater

2013 Airport Fee Survey Data - October 4, 2013

Vehicle Parking Rates

Airport	Day	Day With Plug-Ins	Week	Month	Year		Leased Stalls		Car Rental Stalls/Month (Plug-Ins)
					With Plug-Ins	Without Plug-Ins	Year	Month	
Dryden	\$ 2.00	\$ 5.00						\$ 20.00	
Fort Frances	\$ 5.81			\$ 60.60		\$ 175.17			
Greenstone	\$ 1.80	\$ 4.50		\$ 22.50		\$ 180.00			
Kenora					No Charge				
Red Lake	\$ 7.50	+ \$7.00		\$75				2 Free stalls/month Extra stalls @ parking rate	
	Note: First 30 min. No charge \$1.50 per hour after 30 minutes								
Sioux Lookout	\$ 8.00	\$ 10.00		\$ 150.00		\$ 1,100.00		\$ 20.00	\$ 25.00

2013 Airport Fee Survey Data - October 4, 2013

Land/Terminal Lease Rates	
Dryden	Land Rates
Direct Apron Access	\$5.90/m2/year
Airside Serviced	\$1.90/m2/year
Groundside Undeveloped	\$1.40/m2/year
	Terminal Rates
Ticket Counter	\$432.20/m2/year
Office Space	\$279.30/m2/year
Industrial	\$237.10/m2/year
Baggage	\$235.40/m2/year
Counter - Car Rental	\$378.60/m2/year
Counter - Other	\$427.90/m2/year
Fort Frances	Land Rates
Commercial	\$2.52/m2
Private	\$1.68/m2
	Terminal Rates
All	\$354.65/m2
Greenstone	Land Rates
Airside Access	\$0.38/ft2/year
Groundside Access	\$0.10/ft2/year
Kenora	Land Rates
Includes \$0.36/m2 for Airport Maintenance Fee	\$1.84/m2/year
	Terminal Rates
Ticket Counter	\$465.00/m2/year
Terminal Office Space	\$384.00/m2/year
Red Lake	Land Rates
Minimum Charge	\$669.31
Full service with hydro and road access	\$1.13/m2/year
Partial service either hydro or road access or none	\$1.03/m2/year
Full service with hydro & road access (adjacent to ATB)	\$4.66/m2/year
	Terminal Rates
Ticket Counter	\$468.65/m2/year
Office Space	\$386.25/m2/year
Baggage/Industrial Area	\$236.90/m2/year
Retail Space	\$100.00/m2/year
Concession Fee	7% of gross revenue/month
Conference Room	\$25.00 first hour + \$15 each additional hour
Sioux Lookout	Land Rates
Includes \$0.40/m2 for Airport Maintenance Fee (Airside)	\$1.73/m2
	Terminal Rates
Terminal Rates	\$43.35/ft2/year
Concession Fee	Monthly rent charge or 8% of gross revenue whichever is greater

2013 Airport Fee Survey Data - October 4, 2013

Miscellaneous Rates

	Dryden	Fort Frances	Greenstone	Kenora	Red Lake	Sioux Lookout
Airport Improvement Fee						
Deplaning		\$ 10.36	\$ 5.40	\$ 10.00	\$ 9.75	\$ 8.00
Enplaning			\$ 5.40			\$ 8.00
Call Outs		\$ 150.06	\$ 120.00	\$ 150.00		\$ 120.00
Cargo Storage			Heated \$20.00/day			
			Outdoor \$0.03 ft2/day			
De- Ice						
\$7.00/Litre +						
GPU With fuel purchase						
Without fuel purchase or & \$80.00/hour						
Ramp Fees <3 Kgs		\$13.27/aircraft		\$ 5.50		
4 - 9 Kgs				\$ 11.00		
10 - 29 Kgs				\$ 30.00		
30 - 40 Kgs				\$ 60.00		
Advertising Display Cases					\$600/Year	
Large Backlit Sign		\$116.78/Year			\$500.00/Year	\$255.00/Year
Small Backlit Sign		\$105.10/Year				\$191.45/Year
Display Cases						
Pamphlet Advertising (Full size)					\$150.00/Year	
Pamphlet Advertising (Half size)					\$100.00/Year	
TV Monitor Advertising (1 Slide)					\$30.00/Month	
TV Monitor Advertising (30 sec. ad.)					\$60.00/Month	

Miscellaneous Rates

	Dryden	Fort Frances	Greenstone	Kenora	Red Lake	Sioux Lookout
Vehicle Concession						
Concession Fee					\$400 or 7% gross revenue	\$5.00/rental
Counter					\$50.00/month	
Vending Machines						
Concession Fee					7% gross revenue	
Machine Space					\$250/Year	
Equipment Rates						
Loader	\$ 52.80		Loader with operator =	Labour \$75.00		Labour \$75.00
Blower	\$ 69.30		\$188.83/hour.			
Truck	\$ 52.70		min. 1 hour			
Sweeper	\$ 93.60					
1/2 Ton	\$ 25.20		O/T rate = \$207.92/hr			
Grader	\$ 58.10		min. 3 hours			
Operator	\$ 32.10					
***Operator mandatory for all equipment	< (note)					

CEMETERY OPERATOR: TOWN OF FORT FRANCES

CURRENT PRICE LIST OF CEMETERY SUPPLIES & SERVICES - EFFECTIVE DATE January 1st, 2014

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

RIVERVIEW CEMETERY - 1211 COLONIZATION ROAD WEST

Contact telephone number 274-5221 Monday to Friday from 8:30 am to 4:30 pm - 326 Portage Avenue

Day to Day Operation contact: Doug Brown Operations and Facilities Manager 274-9891 - 900 Wright Avenue

A. PRICE LIST PER LOT

A.1 Adult Single Lot

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

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

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

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

Lot	\$255.03
Care & Maintenance	\$250.00
Sub-Total	\$505.03
HST	\$65.65
TOTAL	\$570.68

A.2 Adult Double Lot

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

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

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

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

Lot	\$507.53
Care & Maintenance	\$250.00
Sub-Total	\$757.53
HST	\$98.48
TOTAL	\$856.01

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

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

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

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

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

A.3 Child (8 years old or under)

Lot	\$102.01
Care & Maintenance	\$150.00
Sub-Total	\$252.01
HST	\$32.76
TOTAL	\$284.77

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

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

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

A.4 Cremation lot

Lot	\$76.51
Care & Maintenance	\$150.00
Sub-Total	\$226.51
HST	\$29.45
TOTAL	\$255.96

A.5 Veteran lot

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

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

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

VETERAN AND SPOUSE ONLY

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

B. UNIT PRICE PER INTERMENT

B.1 SUMMER - May 1 to October 31

B.1.1 Adult Interment	\$714.07
HST	\$92.83
TOTAL	\$806.90

B.1.2 Adult with Vault	\$795.68
HST	\$103.44
TOTAL	\$899.12

B.1.3 Child (8 years old or under)	\$280.53
HST	\$36.47
TOTAL	\$317.00

CEMETERY OPERATOR: TOWN OF FORT FRANCES

CURRENT PRICE LIST OF CEMETERY SUPPLIES & SERVICES - EFFECTIVE DATE January 1st, 2014

FOR TWO CEMETERIES: FORT FRANCES CEMETERY - 401 King's Hwy.
RIVERVIEW CEMETERY - 1314 COLONIZATION ROAD WEST
Contact: telephone number 274-5321 Monday to Friday from 8:30 am to 4:30 pm- 226 Portage Avenue
Day to Day Operation contact: Doug Brown Operations and Facilities Manager 274-9881 - 901 Wright Avenue

B.1.4 Child (8 years old or under) with

Vault	\$306.03
HST	\$39.78
TOTAL	\$345.81

B.1.5 Extra Depth 10 ft.

	\$795.68
HST	\$103.44
TOTAL	\$899.12

B.1.6 Saturday (above rates +)

	\$490.83
HST	\$63.81
TOTAL	\$554.64

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

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

B. UNIT PRICE PER INTERMENT

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

B.2.1 Adult Interment	\$867.09
HST	\$112.72
TOTAL	\$979.81

B.2.2 Adult with Vault	\$948.69
HST	\$123.33
TOTAL	\$1,072.02

B.2.3 Child (8 years old or under)	\$408.04
HST	\$53.05
TOTAL	\$461.09

B.2.4 Child (8 years old or under) with Vault	\$489.65
HST	\$63.65
TOTAL	\$553.30

B.2.5 Extra Depth 10 ft.	\$1,034.60
HST	\$134.50
TOTAL	\$1,169.10

B.2.6 Saturday (above rates +)	\$490.83
HST	\$63.81
TOTAL	\$554.64

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

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

B.3 UNIT PRICE PER INTERMENT FOR CREMATED REMAINS

May 1 to October 31- Only

B.3.1 Cremation < 12" in diameter to Max. 24 inches	\$255.03
HST	\$33.15
TOTAL	\$288.18

B.3.2. Saturday Cremains < 12" diameter to Max. 24 " in diameter	\$408.04
HST	\$53.05
TOTAL	\$461.09

B.3.3 Cremains Placed in Private Marker/Monument Base	\$72.18
HST	\$9.38
TOTAL	\$81.56

B.3.4 Cremains placed in the ground at the same time as full burial interment	\$40.91
HST	\$5.32
TOTAL	\$46.23

B.3.5 Cremains placed in Monument Niche	\$54.49
HST	\$7.08
TOTAL	\$61.57

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

CEMETERY OPERATOR: TOWN OF FORT FRANCES

CURRENT PRICE LIST OF CEMETERY SUPPLIES & SERVICES - EFFECTIVE DATE January 1st, 2014

FOR TWO CEMETERIES: FORT FRANCES CEMETERY - 401 King's Hwy.
RIVERVIEW CEMETERY - 1315 COLONIZATION ROAD WEST
Contact telephone number 274-5225 Monday to Friday from 8:30 am to 4:30 pm - 226 Portage Avenue
Day to Day Operation contact: Doug Brown Operations and Facilities Manager 274-9895 - 906 Wright Avenue

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

C UNIT PRICE FOR A COLUMBARIUM NICHE

C.1 Top Two Rows	\$1,124.84
Care & Maintenance - 15%	\$168.73
Sub-Total	\$1,293.57
HST	\$168.16
TOTAL	\$1,461.73

Purchase Price of Columbarium Niche includes
Purchase of Double Niche
Bronze Plaque and installation
One Urn Placement or interment

C.2 Middle Four Rows	\$1,389.50
Care & Maintenance- 15%	\$208.43
Sub-Total	\$1,597.93
HST	\$207.73
TOTAL	\$1,805.66

Interior shelf space of a niche is 13" wide
x 10" deep x 8" high, therefore urns to be
placed in the columbarium can be no bigger
than 6.5" wide x 10" deep x 8" high.

C.3 Bottom Two Rows	\$926.33
Care & Maintenance- 15%	\$138.95
Sub-Total	\$1,065.28
HST	\$138.49
TOTAL	\$1,203.77

C.4 2nd Urn Placement in Niche	\$132.33
HST	\$17.20
TOTAL	\$149.53

D. UNIT PRICE FOR FLOWER CARE PER LOT

D.1 Special Care Single - Flowers	\$2,550.25
HST	\$331.53
TOTAL	\$2,881.78

Single Special Care: The flower bed is
centred to the monument 3 rows of 6 flowers
- 18 flowers

D.2 Special Care Double - Flowers	\$5,100.50
HST	\$663.07
TOTAL	\$5,763.57

Double Special Care: is two (2) singles
2 single beds are planted 3 rows x 6 = 18
flowers - 2 x 18 = 36 flowers

D.3 Annual Care - Adult - Flowers	\$204.02
HST	\$26.52
TOTAL	\$230.54

Single Pillow: Exact same size as single but
turned in such a way that the bed is wider
across the base 3 rows x 6 = 18 flowers

D.4 Annual Care - Child - Flowers	\$76.51
HST	\$9.95
TOTAL	\$86.46

Double Pillow: Is positioned along the base
the same as a single pillow but is larger in
in 4 rows x 6 = 24 flowers

Annual Care paid for and planted each year
Special Care is paid for once and is planted
every year

For the Supply, Installation and Inspection of Concrete Foundations for Upright Markers or Monuments	\$ 0.27 per square inch plus HST
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Based on the exact size of the foundation. Where the
square inches are calculated by adding 6 inches to both
the width and length of the base of the Marker or
Monument. The Town will only accepted foundation
orders from June 15th to September 15th of each year.

For the Supply, Installation and Inspection of Concrete Foundations for Flat Markers	\$ 0.25 per square inch plus HST
---	--

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

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

G.1 Flat Markers that measure less than 1116.13 square centimetres or 173 sq. inches	\$0.00
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G.2 Flat Markers that measure at Least 1,116.13 square centimetres or 173 sq. inches	\$50.00
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CEMETERY OPERATOR: TOWN OF FORT FRANCES

CURRENT PRICE LIST OF CEMETERY SUPPLIES & SERVICES - EFFECTIVE DATE January 1st, 2014

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

RIVERVIEW CEMETERY - 1216 COLONIZATION ROAD WEST

Contact: telephone number 274-5225 Monday to Friday from 8:30 am to 4:30 pm- 326 Portage Avenue

Day to Day Operation contact: Doug Brown Operations and Facilities Manager 274-9855 - 901 Wright Avenue

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

\$100.00

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

\$200.00**H. MISCELLANEOUS CEMETERIES FEES**

H.1 For non-residents customers the above list rates plus 40% mark-up and all applicable taxes

H.2 Funeral Arriving before 9 am and after 3:00 pm

\$119.10

HST

\$15.48

TOTAL\$134.58

H.3 Provincial Licensing Fees under the Funeral, Burial and Cremation Services Act, 2002, imposed by the Province of Ontario

\$11.00

HST

\$1.43

TOTAL\$12.43

Per Full Burial and Cremation Interment - July 1, 2012 to and including June 30, 2014

H.3 A Provincial Licensing Fees under the Funeral, Burial and Cremation Services Act, 2002, imposed by the Province of Ontario

\$12.00

HST

\$1.56

TOTAL\$13.56

Per Full Burial and Cremation Interment - July 1, 2014

H.4 Issue of new Interment Rights Certificate as a result of revisions to intended occupant(s) or ownership change

\$102.01

HST

\$13.26

TOTAL\$115.27

per change

H.5 Rental of Artificial Grass for off-site interments

\$10.20

HST

\$1.33

TOTAL\$11.53

per off-site interment

H.6 Hourly labour per cemetery worker

\$40.42

HST

\$5.25

TOTAL\$45.67**General Notes:**

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



REPORT



TO: Mayor and Council

FROM: Jason Kabel, Manager of Community Services

DATE: November 21, 2013

RE: **Community Services 2014 User Fees**

The Community Services Executive Committee has discussed a proposed 1% increase to the user fees of the division as suggested by budget discussions thus far.

On the attached spreadsheet please find the values for each user fee identified with a 1% increase over the 2013 rate.

In 2013 the Community Services Executive Committee passed the user fees as presented with the caveat on all fees to be rounded as appropriate to eliminate pennies in calculations where change typically had to be made for cash sales. The Community Services Division makes the recommendation again to round 2014 user fees as presented for cash sales for simpler transactions at various locations.

Respectfully Submitted,

Jason Kabel

Council approval of this report will agree to the attached Community Services User Fees for 2014 with a 1% increase over 2013 values with necessary rounding being applied to eliminate pennies being required for cash sales.



REPORT

TO: Mayor and Council

FROM: Jason Kabel, Manager of Community Services

DATE: November 21, 2013

RE: **Community Services 2014 User Fees**

The Community Services Executive Committee has discussed a proposed 1% increase to the user fees of the division as suggested by budget discussions thus far.

On the attached spreadsheet please find the values for each user fee identified with a 1% increase over the 2013 rate.

In 2013 the Community Services Executive Committee passed the user fees as presented with the caveat on all fees to be rounded as appropriate to eliminate pennies in calculations where change typically had to be made for cash sales. The Community Services Division makes the recommendation again to round 2014 user fees as presented for cash sales for simpler transactions at various locations.

Respectfully Submitted,

Jason Kabel

<p>Council approval of this report is not required. This report is provided to aide in further budget discussions.</p>

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "A"**

		2012		2013		proposed 1% 2014	
		1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child
3.0	Community Services - Plus Applicable Taxes						
3.1	Day Care and Private Home Day Care						
3.1.1	Child Care Rates - Residents (Effective June 1, 2013)						
3.1.1.1	Full Day (4 or more hours)	39.65	23.75	40.05	24.00	40.45	24.24
3.1.1.2	Half Day (no lunch - > 2 hrs < 4 hrs)	23.75	20.70	24.00	20.90	24.24	21.11
3.1.1.3	Half Day (with lunch - > 2 hrs < 4 hrs)	26.95	23.50	27.20	23.75	27.47	23.99
3.1.1.4	Lunch (lunch and lunch care supervision)	10.25	8.90	10.35	9.00	10.46	9.09
3.1.1.5	Hourly (2 hrs or less) Excludes school Age Children	6.40	3.80	6.50	3.85	6.57	3.89
3.1.1.6	Before School	7.30	7.30	7.40	7.40	7.47	7.47
3.1.1.7	After School	13.10	13.10	13.25	13.25	13.38	13.38
3.1.1.8	Before & After School	20.40	20.40	20.60	20.60	20.81	20.81
3.1.1.9	Before & After School & Lunch	26.95	23.75	27.25	24.00	27.52	24.24
3.1.1.10	Full Day - Holidays - SA Program	36.50	23.75	36.90	24.00	37.27	24.24
** The third, fourth and additional child's rate will be the same as the second child rate excluding before school and after school							
** The second, third and additional child's rate will be the same as the first child rate for before school, after school and before & after school.							
** Eligible residents will receive an 8% reduction in the above fees.							
3.2	Fort Frances Memorial Arena						
3.2.1	Rink Board Advertising Rates	Annual		Annual		Annual	
3.2.1.1	One Rink	375.95		379.71		383.51	
3.2.1.2	Both Rinks	633.45		639.78		646.18	
	Zamboni	1050.60		1061.11		1071.72	
3.2.2	Ice Surface Rentals						
	Prime Time - Opening to 8:00 A.M. Mon - Fri; 3:30 P.M. to Close. Mon - Fri;						
	Opening to Close Sat & Sun		Non-Resident		Non-Resident		
3.2.2.1	Youth June 1, 2013	90.82	113.53	91.73	114.66	92.65	115.81
3.2.2.2	Adult June 1, 2013	136.35	170.44	137.71	172.14	139.09	173.86
	*Non-Resident rate for hockey and figure skating programs		33.00		33.33		33.66
	Ice Surface Rentals						
	Non Prime Time - 8:00 A.M. TO 3:30 P.M. Mon - Fri (Excluding Holidays,						
	School Breaks & Tournaments)						
3.2.2.3	Youth June 1, 2013	71.23	89.04	71.94	89.93	72.66	90.83
3.2.2.4	Adult June 1, 2013	109.14	136.43	110.23	137.79	111.33	139.17

3.2.3 Summer Ice											
3.2.3.1	Youth	June 1, 2013	109.14	136.43	110.23	137.79	111.33	139.17			
3.2.3.2	Adult	June 1, 2013	163.32	204.15	164.95	206.19	166.6	208.25			
3.2.4 Tournament											
3.2.4.1	Youth	June 1, 2013	107.92	134.90	109.00	136.25	110.09	137.61			
3.2.4.2	Adult	June 1, 2013	147.81	184.76	149.29	186.61	150.78	188.48			
3.2.5 Open Skates (Public, Shiny, etc.)											
3.2.5.1	Youth	June 1, 2013	3.74	4.68	3.78	4.72	3.82	4.77			
3.2.5.2	Student	June 1, 2013	5.09	6.36	5.14	6.43	5.19	6.49			
3.2.5.3	Adult	June 1, 2013	6.61	8.26	6.68	8.35	6.74	8.43			
3.2.5.4	Senior	June 1, 2013	5.62	7.03	5.68	7.10	5.73	7.17			
* Family Skates - Only the Adult(s) Pay											
3.3 Pool/Fitness Centre - Memberships - Effective June 1, 2013											
3.3.1 Adult			<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>			
3.3.1.1	Annual		453.59	566.99	458.13	572.66	462.71	578.38			
3.3.1.2	Six Months		294.85	368.56	297.80	372.25	300.78	375.97			
3.3.1.3	Three Months		159.76	199.70	161.36	201.70	162.97	203.71			
3.3.1.4	One Month		69.20	86.50	69.89	87.37	70.59	88.24			
3.3.1.5	Daily		6.61	8.26	6.68	8.35	6.74	8.43			
3.3.2 Student											
3.3.2.1	Annual		225.39	281.74	227.64	284.55	229.92	287.4			
3.3.2.2	Six Months		152.38	190.48	153.90	192.38	155.44	194.3			
3.3.2.3	Three Months		81.66	102.08	82.48	103.10	83.3	104.13			
3.3.2.4	One Month		47.82	59.78	48.30	60.37	48.78	60.98			
3.3.2.5	Daily		5.09	6.36	5.14	6.43	5.19	6.49			
3.3.3 Child											
3.3.3.1	Annual		71.59	89.49	72.31	90.38	73.03	91.29			
3.3.3.0	Daily		3.74	4.68	3.78	4.72	3.82	4.77			
3.3.4 Family - Annual											
3.3.4.1	Adult		453.59	566.99	458.13	572.66	462.71	578.38			
3.3.4.2	Spouse		378.03	472.54	381.81	477.26	385.63	482.04			
3.3.4.3	Student		194.36	242.95	196.30	245.38	198.27	247.83			
3.3.4.4	Child		60.37	75.46	60.97	76.22	61.58	76.98			
3.3.5 Senior											
3.3.5.1	Annual		385.55	481.94	389.41	486.76	393.3	491.62			
3.3.5.2	Six Month		250.62	313.28	253.13	316.41	255.66	319.57			
3.3.5.3	Three Month		135.80	169.75	137.16	171.45	138.53	173.16			
3.3.5.4	One Month		58.81	73.51	59.40	74.25	59.99	74.99			

3.3.5.5	Daily	5.62	7.03	5.68	7.10	7.17
3.3.6	Locker Fees					
3.3.6.1	Locker - 6 Months	40.71	50.89	41.12	51.40	51.91
3.3.6.2	Locker - Annual	61.06	76.33	61.67	77.09	77.86
3.4	Pool Rental Rates - Effective June 1, 2013					
3.4.1	MEC (Per Hour)	Resident	Non-Resident	Resident	Non-Resident	
3.4.2	3.4.2.1 Swim Club - contracted	91.07		91.98		92.9
3.4.2	3.4.2.2 Additional Hours	66.15		66.81		67.48
3.4.3	One Lane	77.33		78.10		78.88
3.4.4	Lifeguard	24.42		24.66		24.91
3.4.5	3.4.5.1 One Guard Pool Rental	18.31		18.49		18.68
3.4.5	3.4.5.2 Two Guard Pool Rental	91.07	113.84	91.98	114.98	116.13
3.4.5	3.4.5.3 Three Guard Pool Rental	109.14	136.43	110.23	137.79	139.17
3.4.5	3.4.5.4 Four Guard Pool Rental	127.45	159.31	128.72	160.91	162.51
3.4.5	3.4.5.5 Five Guard Pool Rental	145.52	181.90	146.98	183.72	185.56
3.4.5.6	One Instructor	165.36	206.70	167.01	208.77	210.85
3.4.5.6		92.11		93.03		93.96
3.5	Swimming Lesson Rates - June 1, 2013					
3.5.1	Red Cross Lessons (9)	Resident	Non-Resident	Resident	Non-Resident	
3.5.2	Private Lessons per time	66.25	82.81	66.91	83.64	84.48
3.5.3	Lifesaving	18.16	22.70	18.34	22.93	23.16
3.5.4	Combo Class	72.92	91.15	73.65	92.06	92.98
3.5.5	Bronze Star	75.32	94.15	76.07	95.09	96.04
3.5.6	Bronze Medallion & Emergency First Aid Book	77.33	96.65	78.10	97.63	98.61
3.5.7	Bronze Cross & Standard First Aid	113.46	141.83	114.59	143.24	144.68
3.5.8	Leaders	79.63	99.54	80.43	100.53	101.54
3.5.9	National Life Services	Market price	plus 25%	Market price	plus 25%	
3.5.10	Board of Education - 10 Lessons	Market price	plus 25%	Market price	plus 25%	
3.5.11	Aquafit & Aerobics (Per Class)	43.00	53.75	43.43	54.29	54.83
3.5.12	Senior Aquafit & Aerobics	5.09	6.35	5.14	6.43	6.49
		4.33	5.41	4.37	5.47	5.52
3.6	52 Canadians Walking Track (6:00 a.m. - 3:30 p.m.) Effective June 1, 2013					
3.6.1	Seasonal Pass (September - April)	Resident	Non-Resident	Resident	Non-Resident	
3.6.2	Daily		91.85		92.78	93.71
			2.55		2.58	2.61
3.7	Auditorium - June 1, 2013					
3.7.1	Base Rate/event	181.38	226.73	183.19	228.99	231.28

3.7.2	Hourly	40.19	50.24	40.59	50.74	41	51.25
3.7.3	Social/Wedding (incl. Kitchen)	397.36	496.70	401.33	501.67	405.35	506.68
3.7.4	Tournament Rate	284.16	355.20	287.00	358.75	289.87	362.34
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3.8	East End Hall - June 1, 2013						
3.8.1	Base Rate	85.48	106.85	86.33	107.92	87.2	109
3.8.2	Socials/Weddings	186.98	233.73	188.85	236.06	190.74	238.42
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3.9	MSC Conference Meeting Rooms - June 1, 2013						
3.9.1	Meeting	17.30	21.63	17.47	21.84	17.65	22.06
3.9.2	Daily Rate (Tournament/Special Event)	57.49	71.86	58.06	72.58	58.65	73.31
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3.10	Arena Floors (no Ice) - June 1, 2013						
3.10.1	Ice for Kids (600 people)	566.79	708.49	572.46	715.57	578.18	722.73
3.10.2	Ice for Kids (600 people) with Liquor License	747.16	933.95	754.63	943.29	762.18	952.72
3.10.3	Ice for Kids (up to 1200 people)	702.89	878.61	709.92	887.40	717.02	896.27
3.10.4	Ice for Kids (up to 1200 people) with Liquor License	884.28	1,105.35	893.12	1,116.40	902.05	1,127.57
3.10.5	52 Canadians (up to 600 people)	509.81	637.26	514.91	643.64	520.06	650.07
3.10.6	52 Canadians (up to 600 people) with Liquor License	668.29	835.36	674.97	843.72	681.72	852.15
3.10.7	52 Canadians (up to 1200 people)	631.67	789.59	637.99	797.48	644.37	805.46
3.10.8	52 Canadians (up to 1200 people) with Liquor License	790.40	988.00	798.30	997.88	806.29	1,007.86
3.10.9	Both Floors (up to 1800 people)	920.91	1,151.14	930.12	1,162.65	939.42	1,174.28
3.10.10	Both Floors (up to 1800 people) with Liquor License	1,227.71	1,534.64	1,239.99	1,549.98	1,252.39	1,565.48
3.10.11	Both Floors (Maximum Capacity)	1,043.02	1,303.78	1,053.45	1,316.81	1,063.98	1,329.98
3.10.12	Both Floors (Maximum Capacity) with Liquor License	1,349.57	1,686.96	1,363.07	1,703.83	1,376.7	1,720.87
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3.11	Ball Diamonds / Soccer Fields - April 1, 2013						
3.11.1	Youth Soccer/ Baseball - Half field - Per Team	125.41	156.76	126.66	158.33	127.93	159.91
3.11.2	Youth Soccer - Full Field - Per Team	181.38	226.73	183.19	228.99	185.03	231.28
3.11.3	Adult Soccer - Per Team	294.85	368.56	297.80	372.25	300.78	375.97
3.11.4	Adult Slow Pitch - Per Team	340.13	425.16	343.53	429.41	346.97	433.71
3.11.5	Tournament - Youth - Per Team	34.60	43.25	34.95	43.68	35.3	44.12
3.11.6	Tournament - Adult - Per Team	45.54	56.93	46.00	57.49	46.46	58.07
3.11.7	Fastball	294.85	16.48	297.80	16.64	300.78	16.81
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3.12	Other Courses and Services - June 1, 2013						
3.12.1	Babysitting Course	46.47	58.09	46.93	58.67	47.4	59.26

Non Resident Fee for Soccer/Baseball

3.12.2	First Aid Course - 8 hour	89.55	111.94	90.45	113.06	91.35	114.19
3.12.3	First Aid Course - 13 hour	99.47	124.34	100.46	125.58	101.47	126.84
3.12.4	Manual	32.56	40.70	32.89	41.11	33.21	41.52
3.12.5	SIP - Tape Rental (\$100 deposit)	32.56	40.70	32.89	41.11	33.21	41.52
3.12.6	Photocopies Letters & Legal size	0.57/each					
3.13 Sorting Gap Marina - May 1, 2013		(2011-473.72)					
3.13.1	Sorting Gap - Slip Rental - Per Season	402.66	503.33	375.00	470.00	378.75	474.7
3.13.2	River Front - Slip Rental - Per Season	282.57	353.21	285.00	357.00	287.85	360.57
3.13.3	Daily (overnight)	9.16	11.45	9.25	11.60	9.34	11.72
3.13.4	Weekly	45.28	56.60	45.75	57.25	46.21	57.82
3.13.5	Monthly (limited to 2 months)	244.63	305.79	247.00	308.75	249.47	311.84
3.13.6	Launch Fees: Daily	7.13	8.91	7.25	9.00	7.32	9.09
3.13.7	Launch Fees: Seasonal	50.88	63.60	51.50	64.25	52.02	64.89
3.13.8	Launch Fees: Commercial	170.70	213.38	172.50	215.50	174.23	217.66
3.14 Summer Youth Programs - June 1, 2013							
3.14.1	Explorers & Getaway						
3.14.1.1	Week	65.71	82.14	66.37	82.96	67.03	83.79
	each additional child	60.10	75.13	60.70	75.88	61.31	76.64
3.14.1.2	Four Weeks	232.66	290.83	234.99	293.73	237.34	296.67
	each additional child	226.79	283.49	229.06	286.32	231.35	289.19
3.14.1.3	Full Summer	465.05	581.31	469.70	587.13	474.4	593
	each additional child	459.17	573.96	463.76	579.70	468.4	585.5
3.14.1.4	Summer Wilderness/Youth Wilderness	134.89	168.61	148.40	185.50	149.88	187.36
	each additional child	129.29	161.61	130.58	163.23	131.89	164.86
3.14.1.5	Junior Wilderness	105.51	131.89	106.57	133.21	107.63	134.54
	each additional child	99.90	124.83	100.90	126.12	101.91	127.38
3.14.1.6	Sports Camp	112.19	140.24	113.31	141.64	114.45	143.06
	each additional child	106.84	133.55	107.91	134.89	108.99	136.23
3.14.1.7	Happy Campers	78.00	97.50	78.78	98.48	79.57	99.46
	each additional child	72.66	90.83	73.39	91.73	74.12	92.65
3.15 Townshend Theatre - June 30, 2013							
3.15.1	Town Recreation Program	N/C		N/C		N/C	
3.15.1.1	Set up & Rehearsal	N/C + \$1.00 Surtax		N/C + \$1.50 Surtax		N/C + \$1.50 Surtax	
3.15.1.2	First show in Run	N/C + \$1.00 Surtax		N/C + \$1.50 Surtax		N/C + \$1.50 Surtax	
3.15.1.3	Second show same Day	N/C + \$1.00 Surtax		N/C + \$1.50 Surtax		N/C + \$1.50 Surtax	

3.15.1.4	Next show same Run	N/C + \$1.00 Surtax	N/C + \$1.50 Surtax	N/C + \$1.50 Surtax
3.15.1.5	Weekly Rate - Sunday to Sunday 6:00 p.m.	N/C + \$1.00 Surtax	N/C + \$1.50 Surtax	N/C + \$1.50 Surtax
3.15.1.6	*Cafeteria Rental with Performance	N/C	N/C	N/C
3.15.2	Board of Education			
3.15.2.1	Set up & Rehearsal	N/C	N/C	N/C
3.15.2.2	First show in Run	N/C + \$1.00 Surtax	N/C + \$1.50 Surtax	N/C + \$1.50 Surtax
3.15.2.3	Second show same Day	N/C + \$1.00 Surtax	N/C + \$1.50 Surtax	N/C + \$1.50 Surtax
3.15.2.4	Next show same Run	N/C + \$1.00 Surtax	N/C + \$1.50 Surtax	N/C + \$1.50 Surtax
3.15.2.5	Weekly Rate - Sunday to Sunday 6:00 p.m.	N/C + \$1.00 Surtax	N/C + \$1.50 Surtax	N/C + \$1.50 Surtax
3.15.2.6	*Cafeteria Rental with Performance	N/C	N/C	N/C
3.15.3	Community Theatre	Resident	Resident	Resident
3.15.3.1	Set up & Rehearsal - 7 hours	135.00	136.35	137.71
3.15.3.2	First show in Run - 7 hours	265.00 + \$1.00 Surtax	267.65 + \$1.50 Surtax	270.33 + \$1.50 Surtax
3.15.3.3	Second show same Day - 12 hours	435.00 + \$1.00 Surtax	439.35 + \$1.50 Surtax	443.74 + \$1.50 Surtax
3.15.3.4	Next show same Run - 7 hours	265.00 + \$1.00 Surtax	267.65 + \$1.50 Surtax	270.33 + \$1.50 Surtax
3.15.3.5	Weekly Rate - Sunday to Sunday 6:00 p.m.	1,075.00 + \$1.00 Surtax	1085.75 + \$1.50 Surtax	1096.61 + \$1.50 Surtax
3.15.3.6.1	**Cafeteria Rental with Performance	100.00	101.00	102.01
3.15.3.6.2	**Cafeteria Rental with Performance - Alcohol served	200.00	202.00	204.02
3.15.4	Community Use - Religious Groups, Charitable Non-Profit, Music Festivals			
3.15.4.1	Set up & Rehearsal - 7 hours	135.00	136.35	137.71
3.15.4.2	First show in Run - 7 hours	265.00 + \$1.00 Surtax	267.65 + \$1.50 Surtax	270.33 + \$1.50 Surtax
3.15.4.3	Second show same Day - 12 hours	435.00 + \$1.00 Surtax	439.35 + \$1.50 Surtax	443.74 + \$1.50 Surtax
3.15.4.4	Next show same Run - 7 hours	265.00 + \$1.00 Surtax	267.65 + \$1.50 Surtax	270.33 + \$1.50 Surtax
3.15.4.5	Weekly Rate - Sunday to Sunday 6:00 p.m.	1,075.00 + \$1.00 Surtax	1085.75 + \$1.50 Surtax	1096.61 + \$1.50 Surtax
3.15.4.6	**Cafeteria Rental with Performance	100.00	101.00	102.01
	**Cafeteria Rental with Performance - Alcohol served	200.00	202.00	204.02
3.15.5	Commercial Use - Business, Dance Schools, Corporations, Political Rallies			
3.15.5.1	Set up & Rehearsal - 7 hours	200.00	202.00	204.02
3.15.5.2	First show in Run - 7 hours	400.00 + \$1.00 Surtax	404.00 + \$1.50 Surtax	408.04 + \$1.50 Surtax
3.15.5.3	Second show same Day - 12 hours	625.00 + \$1.00 Surtax	631.25 + \$1.50 Surtax	637.56 + \$1.50 Surtax
3.15.5.4	Next show same Run - 7 hours	400.00 + \$1.00 Surtax	404.00 + \$1.50 Surtax	408.04 + \$1.50 Surtax
3.15.5.5	Weekly Rate - Sunday to Sunday 6:00 p.m.	TBN		
3.15.5.6	**Cafeteria Rental with Performance	TBN		
3.15.6	Non Resident Rate			
3.15.6.1	Set up & Rehearsal - 7 hours	325.00	328.25	331.53
3.15.6.2	First show in Run - 7 hours	Min. \$675.00 + \$2.00 Surtax or 20% of Gross Sales	Min. \$681.785 + \$2.50 Surtax or 20% of Gross Sales	\$2.50 Surtax or 20% of Gross Sales

		Min. \$1,075.00 + \$2.00 Surtax or 20% of Gross Sales	Min. \$1,085.75 + \$2.50 Surtax or 20% of Gross Sales	\$2.50 Surtax or 1096.61 20% of Gross Sales
3.15.6.3	Second show same Day - 12 hours	TBN	TBN	TBN
3.15.6.4	Next show same Run - 7 hours	TBN	TBN	TBN
3.15.6.5	Weekly Rate - Sunday to Sunday 6:00 p.m.	TBN	TBN	TBN
3.15.6.6	**Cafeteria Rental with Performance	TBN	TBN	TBN
** We collect these amounts and remit them to the Board				
3.16 Fort Frances Public Library Effective April 1, 2013 (Plus Applicable Taxes)				
3.16.1	3.16.1.1 Annual Non-Resident Fee	76.00	77.00	77.77
3.16.1.2	6-Month Non-Resident Fee per family	43.00	43.50	43.94
3.16.2	3.16.2.1 Temporary Resident Fee - Deposit			
3.16.2.2	Temporary Resident Fee			
3.16.3	3.16.3.1 Fines for Late Library Material	20 cents / day	25 cents / day	25 cents / day
		Max \$25.00 per Family/ Library privileges will be suspended if fines reach a maximum of \$25.00		
3.16.3.2	Late DVD's	1.00 / day	1.00	1.01
3.16.3.3	Late Video Games	3.00 / day	3.30	3.33
3.16.4	Photocopying and Internet/Computer Printing Charges:			
3.16.4.1	First 10 pages	0.25 each	0.25 each	0.26 each
3.16.4.2	11 - 20 pages	0.20 each	0.20 each	0.2 each
3.16.4.3	21 - 49 pages	0.15 each	0.15 each	0.15 each
3.16.4.4	50 + pages	0.10 each	0.10 each	0.1 each
3.16.4.5	Colour Photocopies (8 1/2 x 11)	0.75 each	0.75 each	0.76 each
3.16.4.6	Colour Photocopies (8 1/2 x 14)	1.00 each	1.00 each	1.01 each
3.16.4.7	Colour Photocopies (11 x 17)	1.50 each	1.50 each	1.52 each
3.16.5	Fax Sending Charges:			
3.16.5.1	First Page	4.00	4.00	4.04
3.16.5.2	Each additional Page	1.00	1.00	1.01
3.16.6	Fax Receiving Charges:			
3.16.6.1	First Page	1.00	1.00	1.01
3.16.6.2	Each additional Page	0.25	0.25	0.26
3.16.7	Shaw Community Hub Rental			
3.16.7.1	Non-Profit Groups - Meeting up to 4 hours	40.00	40.00	40.8
3.16.7.2	Non-Profit Groups - Meeting up to 8 hours	80.00	80.80	81.61
3.16.7.3	Non-Profit Groups - Meeting Entire Day (9:00 am to closing)		0.00	0
3.16.7.3	Non-Profit Groups - After Hours Fee	25.00 per hour	25.25 per hour	25.5 per hour

3.16.7.4	Profit Groups - Meeting up to 4 hours	50.00	50.50	51.01
3.16.7.5	Profit Groups - Meeting up to 8 hours	100.00	101.00	102.01
3.16.7.6	Profit Groups - After Hours Fee	25.00 per hour	25.25 per hour	25.5 per hour
3.16.7.7	Cancellation Fee	50% of Rental Fee per day (Based on less than 24 hrs. notification)	50% of Rental Fee per day (Based on less than 24 hrs. notification)	
3.16.8	Conferencing Administration		0.00	
3.16.8.1	Teleconferencing Administration Fee	31.00	31.30	
3.16.8.2	Videoconferencing Administration Fee	77.00	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	9.00	9.10	9.19
3.18.1.2	Staff - initial inquiry	14.65	14.80	14.94
3.18.1.3	Additional time	36.50 per hour	36.90	37.27
3.18.2	Duplication			
3.18.2.1	Handling	5.00	5.05	5.1
3.18.2.2	Copying	0.60 per sheet	0.60	0.61
3.18.2.3	Digital copy	7.75	7.85	7.93
3.18.2.4	Copy right fee for commercial uses - Photographing Artefacts	36.85	37.20	37.57
3.18.3	Admission			
3.18.3.1	Victoria Day to Thanksgiving (Peak Season)			
3.18.3.1	Special Events - Adult	3.60	3.65	3.69
3.18.3.2	Senior/Under 12 Fee	2.60	2.65	2.68
3.18.3.3	Maximum Family Fee	10.85	10.95	11.06
3.18.3.4	School/Public Activity Program	3.60 per student	3.65	3.69
3.18.3.5	Admission - Off Peak Season	Free Will Donation	Free Will Donation	Free Will Donation
3.18.4	Rental			
3.18.4.1	Per Day	25.75	26.00	26.26
3.18.4.2	Per Evening	15.50	15.65	15.81
3.18.4.3	Court Yard	15.50	15.65	15.81
3.19	Sunny Cove Camp - May 1, 2013			
3.19.1	Daytime	535.00	540.00	545.4
3.19.1.2	Overnight	965.00	975.00	984.75

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

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Revenue													
Tax Certificates	405.80	174.30	290.50	406.70	522.30	1,044.60	987.70	1,336.30	1,510.60	1,220.10			7,898.90
Business Licences	15,049.00	5,226.20	2,702.40	2,783.25	3,484.90	1,183.60	482.85	993.30	363.55	1,569.30			33,818.35
Lottery Licences	2,440.25		1,093.07	0.00	416.40	160.76	1,492.71	201.05	315.00	2,805.30			8,924.54
Town Property Rental	364.60	364.60	373.72	373.72	373.72	373.72	373.72	373.72	373.72	373.72			3,718.96
Fort Frances Portion of POA Fines					11,158.48	0.00	8,979.32			15,831.84			35,969.64
Net Gas/Purchase Card Rebates					0.00								
Death/Still Birth Registrations		177.30	285.95	679.65	0.00	325.05	502.35		384.15	295.50			2,629.95
Marriage Licences	312.10	134.90	289.80	289.80	269.80	1,214.10	1,079.20	809.40	289.80	674.50			4,991.30
Civil Marriage		612.10			0.00	607.42	364.10		134.90	177.20			2,207.82
Certify Copies		5.45	10.90		2.95	0.00							19.30
Commissioning Oaths/Affidavits	105.10	108.15	39.25	38.60	127.70	27.60	60.01	239.95	11.05	0.00			757.41
Investment Income	670.70	678.94	1,062.51	2,345.93	2,004.41	1,941.04	502.00	756.77	2,900.23	3,493.75			16,376.28
Agreement Fee					0.00		8,800.00						8,800.00
Sale of Land					0.00								
Administration Service Charges	178.80	16,476.91	13,036.83	15,438.89	20,734.46	15,447.83	21,379.85	15,164.07	13,954.42	74,269.95			206,082.01
	\$ 19,526.35	\$ 23,958.85	\$ 19,164.93	\$ 22,336.54	\$ 33,095.12	\$ 22,325.72	\$ 44,983.81	\$ 19,874.56	\$ 20,217.42	\$ 100,711.16	\$ -	\$ -	\$ 332,194.46
Accounts Receivable													
Balance Forward	276,262.01	163,615.01	174,318.61	155,448.51	124,862.94	105,276.95	131,879.00	113,745.18	145,163.20	129,479.01			1,294,799.01
Invoices/Debits	59,155.26	119,162.64	155,091.71	101,411.96	113,858.92	117,058.70	115,550.57	149,794.00	121,720.72	193,809.33			1,093,809.33
Payments/Credits	(172,404.50)	(108,589.67)	(174,061.82)	(131,709.68)	(133,560.43)	(90,721.71)	(133,924.25)	(118,567.56)	(137,563.35)	(149,809.94)			(1,093,809.94)
Interest Applied	602.24	130.63	100.01	151.12	115.52	265.06	239.86	191.58	178.44	119.20			2,093.66
Total Amount Owng	\$ 163,615.01	\$ 174,318.61	\$ 155,448.51	\$ 125,301.91	\$ 105,276.95	\$ 131,879.00	\$ 113,745.18	\$ 145,163.20	\$ 129,479.01	\$ 173,597.60	\$ -	\$ -	\$ 2,093.66
A/R Invoices Processed													
General/By-Law	7	24	10	13	13	16	23	18	20	22			166
Daycare	0	50	50	55	52	49	52	44	59	55			466
Airport	4	19	21	6	21	19	22	29	8	11			160
Landfill	18	27	25	33	37	44	42	44	41	43			354
Public Works	5	2	4	11	6	9	9	6	6	7			65
Sewer	9	9	7	15	8	5	7	8	6	5			79
Water	14	11	26	19	11	7	16	9	6	11			130
Fire Department	0	0	0	0	0	0	0	0	0	1			1
Memorial Sports Centre	19	8	20	18	9	15	7	8	33	36			173
Fort Frances Power Corp	3	5	8	5	7	3	6	13	8	7			65
Invoices Issued by Month	79	155	171	175	164	167	184	179	187	198	0	0	1,559
NSF/Returned Payments													
Day Care	0	0	0	0	0	0	0	0	0	0			0
Memorial Sports Centre	1	3	3	7	6	2	1	1	2	1			27
Utilities	4	4	3	4	1	2	4	7	2	2			33
Taxation	0	0	3	1	0	1	0	0	0	0			5
Other	1	0	0	1	1	0	2	2	0	0			7
Taxes													
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	\$ 2,826,009.93	\$ 1,247,469.31	\$ 1,099,176.67			
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	14,908.85	16,286.29	30,002.97			
Payments/Credits	(1,353,373.60)	(4,556,132.90)	(1,491,989.39)	(822,902.38)	(149,451.86)	(24,701.95)	(3,207,364.95)	(1,607,636.26)	(179,441.95)	(131,423.69)			
Interest Applied	10,793.40	10,405.61	13,966.26	15,679.94	13,463.03	11,865.00	11,360.53	14,186.79	14,853.02	13,165.46			
Total Amount Owng	\$ 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	\$ 1,247,469.31	\$ 1,099,176.67	\$ 1,010,921.41	\$ -	\$ -	\$ 129,759.04

	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	430	293	225		3,665
# of Properties in Arrears 3 years+	34	32	31	26	25	22	22	20	18	16	13		
# of Properties in Arrears 3 years+ with no payment plans	14	14	11	9	8	5	4	4	6	6	1		82
# Tax Sale Registrations	0	0	0	0	0	0	0	0	0	0	0		
# Write offs (MOS/357 Applications)		1	3	3			14	3	5	3			32
Write-off - Municipal Portion		\$ 1,324,863.52	\$ 6,588.61	\$ 432,033.43			\$ 5,975.34	\$ 1,417.01	\$ 1,166.44	\$ 20,833.66			\$ 1,792,873.01
# of Charity Rebates	1					1		1	0	0			3
Charity Rebates - Municipal Portion	\$ 4,937.90				\$ -	\$ 7,225.32	\$ -	\$ 13,160.04	\$ -	\$ -			\$ 25,323.26
# Vacancy Rebates			7	5	0		1	0	0	0			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	0	0				1
Grant-In-Lieu of Taxes							548.03						\$ 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	\$ 400,444.06	\$ 323,823.99	\$ 515,870.61			
W/S Billings/Debits	192.11	1,263.18	788,364.48	2,148.92	802,767.37	2,136.87	814,437.81	3,723.51	891,025.20	7,369.11			
Payments/Credits	(603,834.35)	(68,902.15)	(937,694.52)	(89,164.29)	(739,847.00)	(65,474.36)	(739,262.06)	(81,659.24)	(699,373.81)	(195,703.10)			
Interest Applied	2,297.08	4,352.81	3,370.39	1,537.36	621.01	1,225.69	159.56	1,315.66	395.23	3,096.91			
Total Amount Owng	\$ 618,402.99	\$ 555,116.83	\$ 409,157.18	\$ 323,679.17	\$ 387,220.55	\$ 325,108.75	\$ 400,444.06	\$ 323,823.99	\$ 515,870.61	\$ 330,573.53	\$ -	\$ -	\$ 18,311.70
Bi-Monthly Water/Sewer Bills Issued													
Final Billings Issued	3,388	9	3,374	9	3,375		3,397		3,403				16,937
Late Notices Mailed		474		442		18		32		37			105
Registered Letters		46		39		424		43		561			2,340
Disconnects		1		3		39		53		221			221
Reconnections		0		0		1		1		0			6
						1		0		0			1
Provincial Offences													
Fines Paid	\$ 25,297.00	\$ 23,872.00	\$ 34,080.00	\$ 34,757.00	\$ 38,215.00	\$ 29,715.00	\$ 40,420.00	\$ 61,647.00	\$ 36,351.00				\$ 324,354.00
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	\$ 19,738,356.00	\$ 1,971,891.00	\$ 1,952,534.00	\$ 1,882,557.00				
IQOR Collections (pretransfer)	\$ -	\$ 557.81	\$ 559.31	\$ 3,373.85	\$ 1,254.98	\$ 2,128.98	\$ 2,128.98	\$ 2,128.98	\$ 2,100.00				\$ -
IQOR Collections (post-transfer)	\$ 109.70	\$ 557.81	\$ 559.31	\$ 3,373.85	\$ 1,254.98	\$ 2,128.98	\$ 2,128.98	\$ 2,100.00	\$ 2,100.00				\$ 14,313.61
Total IQOR Collected	\$ 109.70	\$ 557.81	\$ 559.31	\$ 3,373.85	\$ 1,254.98	\$ 2,128.98	\$ 2,128.98	\$ 2,100.00	\$ 2,100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,313.61
Hours spent on Collections	40	40	36	38	40	54	32		144				40.0
Notice of Default - mailed out	60	40	179	416	332	284	363	352	266				444
New Charges Filed	107	157	6	3	5	3	3	3	3				2,456
Court Room Operating Hours	4	4											34.0
Charges Disposed (Before or at Trial)													
Failed to Attend - Convicted	30	23	41	42	71	65	96	68	72				508
Plead Guilty	15	25	18	31	26	13	13	24	7				183
Withdrawn	0	1	1	3	4	3	1	4	3				20
Quashed	1	2	5	1	1	1	5	0	2				18
Stayed	0	0	0	0	0	0	0	0	0				0
Dismissed/Acquitted	0	2	2	2	0	1	3	1	1				11
Plead Not Guilty - Convicted	1	2	2	0	3	3	3	2	2				18
Other	0	0	0	0	0	0	0	0	0				0
Total	48	55	69	77	105	97	121	99	87	0	0	0	758