

# TOWN OF FORT FRANCES

AGENDA - December 16, 2013

## COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 116) 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: 5:31 p.m. to 6:45 p.m.**

4.1 Town of Fort Frances Branding Project and Process - Grievance.

4.2 Potential Property Disposition.

4.3 Assessment Matter.

4.4 Non agenda items.

### **5. Public Session Resumes in Council Chambers: 6:50 p.m.**

### **6. Community Services Division: 6:51 p.m. to 6:53 p.m.**

6.1 Fort Frances Public Library Janitorial Tender #13-CS-08.

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### **7. General: 6:55 p.m.**

7.1 Change in Council Meeting Dates - 2014.

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### **8. Information:**

8.1 Ontario Clean Water Agency - Fort Frances Wastewater Treatment Facility - November 2013 Monthly Report.

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8.2 October and November 2013 - Town of Fort Frances Operations and Facilities Division - Environmental Area - Operations Statistics.

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8.3 2013 Operations and Facilities Capital Program as of October 31, 2013.

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8.4 Town of Fort Frances General Fund (Operating) and Water and Sewer (Operating) - Actuals as at November 30, 2013.

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8.5 Town of Fort Frances - Capital Fund Budget vs Actual as at

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November 30, 2013.

**9. Non-agenda items: 7:00 p.m.**



## REPORT



**TO:** Mayor and Council

**FROM:** Jason Kabel, Manager of Community Services

**DATE:** December 11, 2013

**RE:** **Fort Frances Public Library Janitorial Tender #13-CS-08**

The Community Services Division undertook a tender call for janitorial services to be performed at the Fort Frances Public Library Technology Centre from January 1, 2014 to December 31, 2014 inclusive.

There were three tender packages that were picked up at the Memorial Sports Centre by interested parties and zero picked up at the Civic Centre. There was only one submission received by the tender closing deadline of Tuesday, December 10 – 2:00pm.

Below is a summary of the submission:

Facility	Name/Company	2014 Bid Amount	Current Contract Amount
Fort Frances Public Library Technology Centre	S & A Cleaners	\$27,120.00 + HST	\$27,120.00 + HST

The Community Services Division recommends to Council that the tender for the Fort Frances Public Library Technology Centre be awarded to S&A Cleaners for the proposed annual amount of \$27, 120 + HST for services between January 1, 2014 and December 31, 2014 inclusive.

Respectfully Submitted,

Jason Kabel,  
Manager of Community Services

**Council approval of this report will authorize:**

the Community Services Division to award the Fort Frances Public Library Technology Centre janitorial tender (#13-CS-08) for 2014 to S & A Cleaners for \$27,120 annually + HST with the option to renew for one additional year (2015) at the same contracted amount.



**SPECIFICATIONS**  
**TENDER NO. 13-CS-08**

The Town wishes to engage the services of a reputable contractor to perform Janitorial Services at the Fort Frances Public Library Technology Centre for the term, January 1, 2014 to December 31, 2014 inclusive, located at:

Fort Frances Public Library Technology Centre  
601 Reid Avenue  
Fort Frances, Ontario  
P9A OA2

A complete list of services can be found herein. Questions regarding this Tender must be directed to Jason Kabel, Manager of Community Services.

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Independent Contractor S&A Cleaners

Address 1001 Frenette Ave Fort Frances, Ont.

Phone No. 274 8334 Cellular No. 276-6168

Email Address saclean@shaw.ca

Bid Amount \$27120.00 + HST (annually)  
\$2260.00 per month + HST.



STANDARD FORM OF AGREEMENT  
AGREEMENT

This Agreement made in duplicate this 16th day of December, 2013  
B E T W E E N :

THE CORPORATION OF THE TOWN OF FORT FRANCES  
(the "Town")  
and  
S & A CLEANERS  
(the "Independent Contractor " )

W H E R E A S:

A. The Independent Contractor has tendered to do and perform the Services (as "Services " is defined in Schedule B of this Agreement;

B . Subject the terms and conditions contained in this Agreement, the Town has agreed to award the contract in respect of the Services to the Independent Contractor.

Now therefore the Town and the Independent Contractor (in this Agreement collectively referred to as the "Parties " ), agree as follows:

1. Subject to and upon the terms and conditions contained in this Agreement, the Town hereby awards the contract in respect to the Services to the Independent Contractor, and agrees to allow the Independent Contractor to perform the services, for the Term (as "Term" is defined in Schedule C of this Agreement.)

2. In this Agreement :

(a) "Facilities " shall mean the municipal property described in Schedule "A " , attached to and forming part of this Agreement , together with all improvements whatsoever on such property except as may be specifically excluded there from by the Town at any time and from time to time;

(b) "Services " shall mean and include the services as set out in Schedule "B", attached to and forming part of this agreement;

(c) "Fees/Term" shall mean the time period set out in Schedule "C", attached to and forming part of this Agreement.

3 . The Independent Contractor:

(a) shall perform the Services in a faithful, diligent, and workmanlike manner, and in accordance with the standards required by the Town, as may be set by the Town from time to time;

(b) states that he/she is not an employee of the Town or any of its various commissions, or otherwise;

(c) states that he/she is totally independent of the Town, and is and shall be solely responsible for payment for any of his partners, employees, or any person or otherwise associated or engaged by him/her in respect of performance of the services;

(d) shall be solely responsible for payment of income tax, Canada Pension plan contributions, unemployment insurance contributions or any other deductions or contributions required by any law whatsoever to be made by him with respect to any monies received by him from the Town;

(e) states that he is an independent contractor and that nothing herein contained shall be construed so as to create a master and servant, or principal and agent relationship, or any other relationship between him and the Town except that of an independent contractor between the Town and the Independent Contractor respectively;

(f) shall and does hereby accept any risk associated with the performance of the services;

(g) shall perform the services as an independent contractor and in accordance with the requirements of any law whatsoever applicable, including without limitation, the Workplace Safety and Insurance Act 1997 and regulations hereunder, as amended;

(h) shall provide all equipment and otherwise as are necessary for the Independent Contractor to perform the Services;

(i) shall not assign or otherwise transfer, this Agreement or any part of it, or subcontract or transfer or otherwise any part of his responsibilities or obligations or benefits under this Agreement without the prior written consent of the Town;

(j) shall do such other things and execute such documents to give effect to this Agreement specified and as may be required by the Town;

(k) shall indemnify and save harmless the Town and/or any employee, agent or other representative of the Town in respect of any damages, suits, costs, expenses, action or otherwise that the Town and/or any employee, agent or other representative of the Town may suffer or commence as a result of anything done or omitted to be done by the Independent Contractor hereunder;

(l) shall properly advise the Town of any and all damages made or done by anyone or anything to the Facilities, or of any injuries, damages or other adverse happenings to anyone relating directly or indirectly to any Services performed by the Independent Contractor hereunder;

(m) shall maintain such bonding and liability insurance as required by the Town acting reasonably.

4. Provided that the Independent Contractor observes and performs to be performed and observed by the Town shall pay to the Independent Contractor, for the Contractor of the Services, the attached to and forming part of performance by the Independent Contractor the amount set out in Schedule "C" of this Agreement.

5. The Independent Contractor shall provide to the Town such evidence of the compliance by the Independent Contractor with the Worker's Compensation Act as required by the Town acting reasonably.

6. Notwithstanding anything contained in this Agreement to the contrary, the Town may terminate this Agreement unilaterally upon 60 days notice to the Independent Contractor.

7. Should any provision or any part thereof of this Agreement be illegal or not enforceable such provisions or part thereof shall be considered separate and severable from the Agreement and the remaining provisions of the Agreement shall remain in force and be binding upon the Parties as though the illegal or non-enforceable provision had never been included.

8. Any notice required or permitted to be given under this Agreement shall be in writing and shall be effectively given if :

(a) delivered personally;

(b) sent by prepaid courier service or mail; or

(c) sent prepaid by telecopier, telex or other similar means of electronic communication confirmed on the same or the following day by prepaid mail, addressed , in the case of notice to the Independent Contractor , as follows:

**S & A CLEANERS**  
**1001 Frenette Avenue Fort Frances, ON**  
**807-274-8334 (Phone)**  
**saclean@shaw.ca**

and in the case of the Town, as follows;

**The Corporation of the Town of Fort Frances**  
**320 Portage Avenue Fort Frances, Ontario P9A 3P9**

**Attention : Jason Kabel – Manager of Community Services**

Any notice so given shall be deemed conclusively to have been given and received when so personally delivered or sent by telex, telecopier or other electronic communication or on the second day following the sending thereof by private courier or mail. Any party may change any particulars of its address for notice by notice to the other Party in the manner aforesaid.

9. This Agreement shall be read with all changes of gender as required where required.

10. This Agreement represents the entire agreement between the Town and the Independent Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral.

11. This Agreement and everything contained in it shall ensure to the benefit of and be binding upon the respective heirs, executors, administrations, successors, assigns and other legal representatives, as the case may be, of each of the Parties.

IN WITNESS HEREOF the Parties have executed this agreement under seal.

Dated at Fort Frances this 16th day of December, 2013

The corporation of the Town of Fort Frances

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Signature of the Independent Contractor

\_\_\_\_\_  
WITNESS as to the signature of the Independent Contractor



THIS IS SCHEDULE "A" ATTACHED TO AND FORMING PART OF THE AGREEMENT MADE BETWEEN THE TOWN AND THE INDEPENDENT CONTRACTOR

For services to the municipally owned facility:

Fort Frances Public Library Technology Centre  
601 Reid Avenue  
Fort Frances, Ontario  
P9A OA2

THIS IS SCHEDULE "B" ATTACHED TO AND FORMING PART OF THE AGREEMENT MADE BETWEEN THE TOWN AND THE INDEPENDENT CONTRACTOR

FORT FRANCES PUBLIC LIBRARY TECHNOLOGUY CENTRE JANITORIAL DUTIES ("Services")

FLOORS: All floors having hard surfaces are to be swept and mopped daily. All floors having carpeted surfaces are to be vacuumed as required. Any spots are to be removed immediately. Twice each year carpets are to be shampooed.

WASHROOMS: All washrooms are to be cleaned daily, including all sinks, toilets , wall tiles , mirrors and washroom partitions . All washroom toilet supplies and dispensers are to be checked daily and replenished when necessary.

WASTE CONTAINERS: All waste containers are to be emptied daily and refuse disposed. Recycling containers will be hauled to the curb as per recycling schedule.

WINDOWS : Lower interior windows are to be cleaned on a regular basis as required. Windows at the front entrance, glass cases and windows on doors and rooms will be cleaned on a daily basis.

FURNITURE, COUNTERTOPS, SHELVING : All countertops will be cleaned daily. Furniture and shelving will be dusted on a monthly basis.

The Contractor will provide equipment, cleaning material and supplies, including garbage bags, paper towels and toilet paper. All paper materials supplied for the work will be of quality approved by the Chief Librarian. The Contractor will make his own arrangements for the supply of materials and products required.

The Contractor will not subcontract, make assignment, nor in any way involve other persons in the execution of the work without prior arrangement with the Chief Librarian.

The Contractor is responsible for locking doors and activating the alarm after work is completed, ensuring that the building is secure during the performance of duties.

Work will be performed when the building is closed. Library hours are subject to change at any time.

Library Hours:

Monday – Thursday	10 a.m. – 8 p.m.
Friday	10 a.m.– 6 p.m.
Saturday	10 a.m.– 5 p.m.
Sunday	1 p.m.– 5 p.m.

THIS IS SCHEDULE "C" ATTACHED TO AND FORMING PART OF AGREEMENT MADE BETWEEN THE TOWN AND THE INDEPENDENT CONTRACTOR

1. "Term" shall mean the period of time from January 1, 2014 to December 31, 2014, inclusive with the option to renew if mutually agreed upon for an additional year at the same contract amount.
2. Total amount for services at the Fort Frances Public Library Technology Centre:  
\$ 27,120 + HST (annually)

Payable: \$ 2,260 + HST on the last day of each and every month during the Term, the first payment to be made on January 31, 2014 and with the final payment to be made December 31, 2014, all subject to the terms and conditions set out in this Agreement and the Schedules to it.



December 10, 2013

REPORT TO: Mayor and Council

FROM: Mark McCaig, CAO

SUBJECT: Change in Council Meeting Dates - 2014.

Due to holidays conflicting with dates for regular Council meetings in 2014, the following are changes necessary to be implemented pursuant to By-Law 34/95, the Procedure By-Law.

<u>FROM</u>	<u>TO</u>	<u>REASON</u>
May 19 <sup>th</sup> , 2014	May 20 <sup>th</sup> , 2014	Victoria Day
October 13 <sup>th</sup> , 2014	October 14 <sup>th</sup> , 2014	Thanksgiving
December 8 <sup>th</sup> , 2014	December 1 <sup>st</sup> , 2014	Inaugural Meeting
December 22 <sup>nd</sup> , 2014	December 15 <sup>th</sup> , 2014	Christmas

\*\* For the meetings in December, since the Inaugural meeting for the new Council is December 1<sup>st</sup>, the next meeting will be December 15<sup>th</sup>. That will ensure that there are two meetings in December, being on the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of that particular month.

Respectfully submitted,



Mark McCaig  
CAO

MM/kl

**Council approval of this report:** will direct the Clerk's office to reschedule Council meetings for May 20<sup>th</sup>, October 14<sup>th</sup>, December 1<sup>st</sup> and December 15<sup>th</sup>, 2014 as set out above.





**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**

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



December 7, 2013

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

Attention: Mr. Doug Herr  
Environmental and Facilities Superintendent

Dear Doug:

**Re: Fort Frances Wastewater Treatment Facility  
November 2013 Monthly Report**

As per the operating agreement, the attached document is the November 2013 monthly report for the Fort Frances Wastewater Treatment Facility.

The report highlights the influent and effluent quality and the process parameters. Additionally, the routine operation and maintenance activities conducted by the operators are summarized.

If you have any questions regarding this report do not hesitate to contact Mr. Larry Wachter – Operations Manager.

Yours truly,

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

Kelly Cunningham  
Senior Operator

For Larry Wachter  
Operations Manager

**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
November 2013 Monthly Operations Report**

## **INTRODUCTION**

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of November 2013; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

## **DESCRIPTION OF WORKS**

Capacity of Works	9000 m <sup>3</sup> /day (average flow)
Service Area	Town of Fort Frances and Couchiching Reserve
Service Population	9000
Effluent Receiver	Rainy River
Major Process	Secondary treatment facility complete with a phosphorus removal system; ultra violet disinfection; aerobic sludge stabilization and dewatering

The Fort Frances Sewage Treatment Plant received and operates its operation under *Certificate of Approval Number 3-0049-96-006*, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions and the report captures these terms and conditions in the following sections.

## **LABORATORY**

ALS Laboratory Group – Thunder Bay is contracted to conduct the required analytical tests of the influent (raw) and effluent samples; weekly requirement.

## NOVEMBER 2013 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD <sub>5</sub>	2.9 mg/L	25 mg/L	15 mg/L	16.0 kg/d	225 kg/d	135 kg/d
Suspended Solids	4.6 mg/L	25 mg/L	15 mg/L	25.7 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.18 mg/L	1.0 mg/L	1.0 mg/L	1.0 kg/d	9 kg/d	9 kg/d
Ammonia as N	0.08 mg/L					
Nitrite as N	0.06 mg/L					
Nitrate as N	6.57 mg/L					
Total Cl <sub>2</sub> Residual		<0.01 mg/L (when in use)				
E-Coli		16.5 count/100 ml (geometric mean )		200 count/100ml (geometric mean )		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH						pH range 7.4 to 7.9; average pH was 7.6
Temperature degrees C						Temperatures ranged from 12.0 - 15.0 average temperature of effluent at 13.5

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

## WASTEWATER LIQUID PROCESS

The average daily flow for November was 5524.0 m<sup>3</sup>/day; representing 61% of the design average flow. Total treated flow for the month was 165,721 m<sup>3</sup>.

The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above and additionally was well within the recommended more stringent monthly performance objective levels as outlined in the Certificate of Approval.

## INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	380 +/- @ 7.0% + 200 @ 12%	Litres
Alum	10.2 +/- @ 65 %	Cubic meters
Polymer	11 Bags (275 kg)	Bags (25 kg/bag)

## MAINTENANCE

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

### Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased GBT, mechanical bar screen and grit snail. Lubricated drive chain on grit snail and bar screen
- Hot water flushed alum lines
- Regular cleaning of head works EW basket strainer
- Exercised portable generators
- Greased all blowers
- Regular cleaning of seal water strainer TFP 9-5
- Changed air filters blowers 2 and 5
- Purged pod digester
- Removed debris from Teacup
- Calibrated both automatic samplers
- Installed snow blower and tire chains on John Deere tractor
- Pumped sump digester valve chamber
- Prydes Plumbing and Heating was here for boiler inspection and low flow fault

**Pump Stations:**

- Ran gen sets
- Changed seal water strainers
- Cleaned bar screens
- Exercised all isolation valves in the White Pine lift station dry well

**OPERATIONAL ISSUES**

The facility met all operational requirements for the month.

**SLUDGE SUMMARY**

The volume directed to the gravity belt thickener totaled 929.3 m<sup>3</sup> for the month. Hammond Landscaping (Certificate of Approval Hauler # 11000025801) hauled/transported 142.6 m<sup>3</sup> (average 11.0 m<sup>3</sup>/load) to the agricultural drying bed.

The Organic Soil Conditioning site has a valid Certificate of Approval - number S-71048-31.

**COMPLAINTS**

There were no complaints during the report period.

**BY-PASS REPORT(S)**

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

**COMMENTS**

Plant power consumption for the month was 595 (x 180 multiplier) kWh.

There was an ESA inspection at the WWTP with no issues reported.

Town of Fort Frances staff tested 2 backflow prevention devices on the potable water.

The additional effluent testing that is required as of January 1, 2013 to meet the requirements of the Wastewater Systems Effluent Regulations is now a part of our regular sampling regimen.

**REPORTS**

ALS – Environmental Analytical Reports (on-file at plant)

Fort Frances WPCP Equipment Run Time Report (on-file at plant)

Bypass Report (on-file at plant as per occurrence)



Month	Sewage Flows Year 2013					Usage % Plant Capacity	Sludge Volume Hauled M3	Removal Efficiency	
	Avg. Day Flow m3	Max Day Flow m3	Total Treated Volume ML	Total ByPass Volume ML	Total Volume ML			CBOD5	
								Suspended Solids	Total Phosphorus
January	4781.7	5473	148234		148234	53%	203.6		
February	4686.2	5427	131213		131213	52%	183.5		
March	4576.3	5880	141866		141866	51%	191.0		
April	6452.2	12672	193567		193567	72%	250.1		
May	11001.0	21372	341032	4640.3	345672.3	122%	233.2		
June	7561.8	10741	226855		226855	84%	193.1		
July	7580.9	17259	235007	266.2	235273.2	84%	205.5		
August	6704.9	7822	207852		207852	74%	180.5		
September	6215.0	6991	186449		186449	69%	241.9		
October	5614.8	6134	174058		174058	62%	231.2		
November	5524.0	5973	165721		165721	61%	142.6		
December						0%			
Sum				4906.5	2156760.5		2265.2		
Average	6427		195623		196069	72%	205.9		
Max		21372	341032		345672.3				
C of A	9000	18000							

Month	CBOD5				Suspended Solids				Total Phosphorus				E. Coli		pH	
	Avg Raw CBOD (mg/L)	Avg. Eff. CBOD (mg/L)	Avg. Load CBOD (kg/day)	Avg Raw S.S (mg/L)	Avg. Eff. S.S (mg/L)	Avg. Load S.S (kg/day)	Avg Raw T.P (mg/L)	Avg. Eff. T.P (mg/L)	Avg. Load T.P (kg/day)	Geo Mean Counts /100ml	Monthly Minimum	Monthly Maximum				
January	78.5	2.1	10.0	125.0	4.2	20.3	2.6	0.26	1.23	5.1	7.4	7.7				
February	93.3	2.5	12.0	166.0	6.7	31.8	3.0	0.27	1.30	7.8	7.3	7.6				
March	70.7	3.4	15.1	139.9	5.8	26.7	2.7	0.31	1.41	4.4	7.3	7.6				
April	53.6	2.7	19.2	143.3	10.2	82.2	2.1	0.30	2.30	22.9	7.4	7.8				
May	23.3	2.2	26.8	65.4	8.9	115.1	1.0	0.30	3.76	16.6	7.6	7.7				
June	47.4	3.1	23.3	118.3	8.0	80.8	1.4	0.21	1.60	6.4	7.5	8.0				
July	41.5	2.0	14.1	172.7	8.4	74.8	1.7	0.24	2.00	3.5	7.7	8.1				
August	57.5	2.1	13.7	127.6	2.8	18.4	1.7	0.19	1.24	2.7	7.5	7.8				
September	67.3	2.3	14.6	147.4	5.6	35.9	1.8	0.29	1.79	6.0	7.4	7.8				
October	73.4	2.4	13.2	159.2	4.7	26.4	2.3	0.24	1.36	11.3	7.5	7.9				
November	73.8	2.9	16.0	147.2	4.6	25.7	2	0.18	1.0	16.5	7.4	7.9				
December																
Average	61.8	2.5	16.2	137.5	6.4	48.9	2.0	0.25	1.73	9.4	7.5	7.8				
Max	93.3	3.4	26.8	172.7	10.2	115.1	3	0.31	3.76	22.9	7.7	8.1				
C of A		25	225		25	225		1	9	150	6.0	9.5				



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

**STAFFING:**

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

**OVERTIME HOURS - Equivalent Straight Time Hours**

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

**WATER DISTRIBUTION:**Water Main Breaks:

- Number of water main breaks: None

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: Two (2)
  - In front of 1317 Idylwild Dr. (HYD 335) and Idylwild Dr. at Lake Rd. (HYD 331)

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: None

Water Service Breaks:

- Number of water service breaks: One (1)
  - 1711 Colonization Rd. W.

Water Service Repairs:

- Number of water service repairs: One (1)
  - 1035 Cornwall Ave. N.

Water Service Installations (NEW):

- Number of water service installations: None

Water Service Replacements:

- Number of water service replacements: None

Water Service Terminations:

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Thirty-three (33)
  - 1271 Idylwild Dr., 1034 Christie Ave. N., 237 Eighth St. W., 814 Nelson St. (2), 306 Victoria Ave.
  - 1026 Third St. E., 911 Fifth St. E. (2), 401 King's Hwy. (Legion Park), 901 Second St. E., 1000 Calder Dr.
  - 1301 Calder Dr. (2), 800 Calder Dr., 700 McIrvine Rd., 401 King's Hwy. (Cemetery) (2),
  - 1319 Colonization Rd. W. (2), 416 Sixth St. W., 246 Third St. E. (2), 434 First St. E. (2), 237 Fifth St. E.,
  - 230 Third St. W., 1011 Front St., 1108 Second St. E., 622 Third St. W., 1702 Colonization Rd. W.,
  - 333 Church St. (2)

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: One (1)
  - 675 Flinders Ave.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- October 1 & 2, 2013 - Completed Lead Testing - Period 2 (June 15 - October 15)
- October 16 - 22, 2013 - Winterized the water system at Sunny Cove Children's Camp.
- October 30 - 31, 2013 - P. Lemesurier & B. Webb received training in the use of the handheld unit (FW950). for use in activating and trouble shooting water meter communication protocols. Training by Elster Canada Inc.
- October 24 - 25, 2013 - G. Wiedenhoeft and D. Herr attended the Northwestern Ontario Water & Wastewater Conference in Thunder Bay.
- Continued with the valve turning program (Area 3) and hydrant valve exercising.
- Began winterizing of the fire hydrant (flush and pump barrels).
- Recorded locations of curb stops at various locations.

**WATER TREATMENT PLANT:**

- October, 2013 - In receipt of the Water Treatment Plant Monthly Report
- October 1, 2013 - Completed Lead Testing - Period 2 (June 15 - October 15)
- October 16 & 21, 2013 - Winterized the Sunny Cove Camp's water system
- October 23, 2013 - R. White & B. Webb attended a Drinking Water Sampling Techniques & Testing course at Bare Point Water Treatment Plant, Thunder Bay, Ontario.
- October 24 - 25, 2013 - R. White and B. Webb attended the Northwestern Ontario Water & Wastewater Conference in Thunder Bay.

## SEWERAGE COLLECTION:

### Wastewater Main Backups:

- Number of wastewater main backups: None

### Wastewater Main Repairs:

- Number of wastewater main repairs: One (1)
  - Fifth St. E. - 1200 blk. (Forcemain)

### Sewer Manhole Repairs:

- Number of sewer manhole repairs: None

### Sewer Service Repairs:

- Number of sewer service repairs: One (1)
  - 705 Scott St.

### Sewer Service Replacements:

- Number of sewer service replacements: None

### Sewer Service Installations (NEW):

- Number of sewer service installations: None

### Sewer Service Terminations:

- Number of sewer service terminations: None

### Other Information:

- Cleaned Seven (7) plugged sewer services at the following locations:
  - 1049 Colonization Rd. W., 1200 Second St. E., 930 Sixth St. W., 424 King's Hwy., 905 Frenette Ave.
  - 1232 Colonization Rd. W. and 540 Second St. E.
- Winterized dead-end (shallow) sanitary manholes.
- CCTV inspected various building sewer services.
- Recorded locations of cleanouts at various locations.
- Sewer main flushing (Dead Ends) - Areas 11 and 12.
- Sewer service connection inspection at 814 Nelson St.

## WASTE-WATER TREATMENT FACILITY:

- October, 2013 - In receipt of the Wastewater Treatment Facility Monthly Report.

## WASTE MANAGEMENT:

### Garbage Collection:

- Number of complaints regarding garbage collection:
  - Town - 0 complaints, Asselin's - 4 complaints

### Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

- Amount of residential waste delivered to the landfill:
  - 249,880 kgs (259.88 tonnes)
- Amount of ICI waste delivered to the landfill:
  - 415,960 kgs (415.96 tonnes)

Recycling:

- Number of complaints regarding recycled materials:
  - Town - 0 complaints, Asselin's - 0 complaints
- Amount of recycled waste diverted from the landfill:
  - 47,540 kgs (47.54 tonnes) Metro

Prepared By: DLH

Environmental & Facilities Superintendent

Date: 03-12-2013



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

**STAFFING:**

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

**OVERTIME HOURS - Equivalent Straight Time Hours**

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

**WATER DISTRIBUTION:**

Water Main Breaks:

- Number of water main breaks: None

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service repairs: One (1)  
 - 400 Central Ave.

Water Service Installations (NEW):

- Number of water service installations: None

Water Service Replacements:

- Number of water service replacements: None

Water Service Terminations:

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twenty-eight (28)
  - 1702 Colonization Rd. W. (3), 111 Fourth St. W. (3), 1022 Williams Ave., 1242 Colonization Rd. W.,
  - 8 Armstrong Pl., 1207 Strachan Pl., 331 Second St. E., 1035 Cornwall Ave. N. (2), 609 Scott St.,
  - 1505 Colonization Rd. W., 400 Central Ave., 333 Church St. (4), 1404 King's Hwy., 297 Scott St.,
  - 928 Frenette Ave., 912 Sixth St. E., 646 First St. W., 951 McIrvine Rd. N. & 756 First St. W. (2)

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: One (1)
  - 675 Flinder's Ave.

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: One (1)
  - 675 Flinder's Ave.

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: Two (2)
  - 675 Flinder's Ave. and 200 McIrvine Rd.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Completed the hydrant flushing/winterizing program.
- Winterizing of the fire hydrants (Private Work).
- Recorded locations of curb stops at various locations.
- Completed with the valve turning program (Area 3) and hydrant valve exercising.
- November 6, 2013 - KLM Engineering in town to complete an inspection the water tower (3-year inspection)
- November 7, 2013 - Traced water service at 340 Church St. (Private Work)

**WATER TREATMENT PLANT:**

- November, 2013 - In receipt of the Water Treatment Plant Monthly Report
- November 15, 2013 - Workplace inspection done at the Water Treatment Plant and Water Tower.
- November 26, 2013 - Rod Seabrook, SAI GLOBAL completed an 12 month surveillance audit (off site) of the water system. A part of the accreditation process.

**SEWERAGE COLLECTION:**

Wastewater Main Backups:

- Number of wastewater main backup: None

Wastewater Main Repairs:

- Number of wastewater main repairs: None

Sewer Manhole Repairs:

- Number of sewer manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: One (1)
- 1035 Cornwall Ave. N.

Sewer Service Installations (NEW):

- Number of sewer service installations: None

Sewer Service Terminations:

- Number of sewer service terminations: None

Sewer Service Replacements:

- Number of sewer service installations: None

Other Information:

- Cleaned Seventeen (17) plugged sewer services at the following locations:
  - 108 Fifth St. W., 1045 River Rd. W., 700 Stewart St., 424 First St. E., 827 Armit Ave., 834 Portage Ave.,
  - 913 McKenzie Ave. N., 514 Central Ave., 905 Kaitlyn Dr., 232 Second St. E., 529 First St. E.,
  - 201 Sixth St. W., 601 Second St. W., 1029 Portage Ave. N., 708 Portage Ave., 1035 Portage Ave. N.
  - and 648 Second St. E.
- Sewer main flushing (Dead Ends and Trouble Areas) - Area 3
- CCTV inspected various building sewer services.
- Recorded locations of cleanouts at various locations.
- Sewer service connection inspections at 1035 Cornwall Ave. N. & 1029 Portage Ave. N.

**WASTE-WATER TREATMENT FACILITY:**

- November, 2013 - In receipt of the Wastewater Treatment Facility Monthly Report.

**WASTE MANAGEMENT:**

Garbage Collection:

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

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning good during this period.

- Amount of residential waste delivered to the landfill:
  - 203,070 kgs (203.07 tonnes)
- Amount of ICI waste delivered to the landfill:
  - 324,330 kgs (324.33 tonnes)
- Trillum from Thunder Bay removed more tires from the landfill site.

Recycling:

- Number of complaints regarding recycled materials:
  - Town - 0 complaints, Asselin's - 2 complaints
- Amount of recycled waste diverted from the landfill:
  - 30,820 kgs (30.82 tonnes) Metro

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

Environmental & Facilities Superintendent

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





2013 O & F Division Capital Program		Capital Code	TOTAL BUDGET	As of October 31, 2013	Variance	Notes
<b>TRANSPORTATION</b>						
Public Works Buildings/General Misc						
Public Works Small Equipment						
		C-310-9105-1471	\$8,000.00		\$8,000.00	
			\$8,000.00	\$0.00	\$8,000.00	0.00%
<b>GIS/Engineering Services</b>						
Develop of Asset Management Plan - by Dec 31/13						
		C-360-9261-1523	\$25,531.00	\$37,641.11	-\$12,110.11	Demo Twice Public Sector Digest software for all town staff/FFPC - Kenora presently utilizes citywide T/A works/CPA/GIS
			\$25,531.00	\$37,641.11	-\$12,110.11	147.43%
<b>Roads</b>						
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave & Mowat Ave from 2nd St to 3rd St.						
		C-313-9258-1523	\$203,832.00	\$772,254.67	-\$568,422.67	Awarded Contract to Makkinga on Feb. 19, 2013 schedule to start work on July 2nd, 2013
Williams Ave from 5th St to 3rd St (190 meters)						
		C-313-9259-1523	\$201,000.00	\$177,947.32	\$23,052.68	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
			\$404,832.00	\$950,201.99	-\$545,369.99	234.72%
<b>Streetlight Pole Replacement</b>						
Pole Replacement						
		C-345-9135-1471	\$5,000.00		\$5,000.00	
			\$5,000.00	\$0.00	\$5,000.00	0.00%
			\$443,363.00	\$987,843.10	-\$544,480.10	222.81%
<b>TOTAL TRANSPORTATION</b>						
<b>PARKS &amp; CEMETERIES</b>						
<b>Parks</b>						
Small Equipment Replacement (Mowers & whipper snippers)						
		C-580-9105-1471	\$5,000.00	\$2,899.45	\$2,100.55	
<b>Cemeteries</b>						
Replace 1999 275 JD Tractor with X360 Tractor						
		C-580-9157-1471	\$5,000.00	\$4,883.47	\$116.53	New tractor on-site middle of May, 2013
Fort Frances Cemetery - Remove old Underground Fuel Tank						
		C-582-9256-1523	\$10,000.00	\$225.00	\$9,775.00	Letter to TSSA on February 7, 2013
			\$20,000.00	\$8,007.92	\$11,992.08	40.04%
<b>TOTAL PARKS &amp; CEMETERIES</b>						
<b>AIRPORT</b>						
Remove Underground Fuel Storage Tank						
		C-390-9256-1523	\$10,000.00	\$0.00	\$10,000.00	Letter to TSSA on February 7, 2013
Front End Loader e/w Sweeper - <b>Dependant on ACAP Funding</b>						
		C-390-9257-1471	\$225,000.00		\$225,000.00	
			\$235,000.00	\$0.00	\$235,000.00	0.00%
<b>TOTAL AIRPORT</b>						

2013 O & F Division Capital Program		Capital Code	TOTAL BUDGET	As of October 31, 2013	Variance	Notes
<b>ENVIRONMENT</b>						
<i>Sanitary Sewer - Collection System</i>						
Tools & Equipment		C-410-9105-1471	\$10,000.00	\$3,452.37	\$6,547.63	
Refurbishing Sanitary Manholes		C-410-9138-1523	\$50,000.00		\$50,000.00	
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave & Mowat Ave from 2nd St to 3rd St.		C-410-9258-1523	\$578,156.00	\$140,083.73	\$438,072.27	Awarded Contract to Makkinga on Feb. 19, 2013 schedule to start work on July 2, 2013
Williams Ave from 5th St to 3rd St (190 meters)		C-410-9259-1523	\$343,954.00	\$24,974.88	\$97,979.12	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Residential Development of old Huffman School Property		C-410-9282-1523	\$139,405.00	\$117,391.68	\$22,013.32	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Year 3 of 3 Phase design for Infrastructure Renewal Project		C-410-9179-1523	\$37,500.00		\$37,500.00	
			\$1,159,015.00	\$506,902.66	\$652,112.34	43.74%
<i>Sewage Treatment Plant</i>						
Misc Capital Upgrades		C-413-9105-1471	\$150,520.00	\$14,520.06	\$135,999.94	
Honeywell Improvements		C-410-9280-0000	\$130,457.00	\$49,789.71	\$80,667.29	
			\$280,977.00	\$64,309.77	\$216,667.23	22.89%
<i>Water System</i>						
<i>Water Distribution System</i>						
Replacing Main Line Water Valves/Hydrants		C-961-9137-1523	\$97,935.00	\$78,231.01	\$19,703.99	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Leak Detection Equipment		C-961-9105-1471	\$23,000.00	\$25,637.35	-\$2,637.35	
Phase 2 Tender No. 12-OF-01 2nd St from Central Ave to Mowat Ave & Mowat Ave from 2nd St to 3rd St.		C-961-9258-1523	\$489,080.00	\$84,161.45	\$404,918.55	Awarded Contract to Makkinga on Feb. 19, 2013 schedule to start work on July 2nd, 2013
Williams Ave from 5th St to 3rd St (190 meters)		C-961-9259-1523	\$384,171.00	\$263,218.74	\$120,952.26	Awarded Contract to Wagner on May 13, 2013 schedule to start work on June 17, 2013
Residential Development of old Huffman School Property		C-961-9282-1523	\$192,514.00	\$163,570.92	\$28,943.08	
Year 3 of 3 Phase design for Infrastructure Renewal Project		C-961-9179-1523	\$37,500.00		\$37,500.00	
General Misc Tools/Equipment		C-961-9105-1471	\$10,000.00		\$10,000.00	
			\$1,234,200.00	\$614,819.47	\$619,380.53	49.82%
<i>Water Treatment Plant</i>						
Misc Small Capital Equipment		C-965-9105-1471	\$40,000.00	\$12,180.39	\$27,819.61	
Replace In-Plant Water Lines		C-965-9152-1471	\$27,000.00	\$28,490.02	-\$1,490.02	
Honeywell Improvements		C-965-9280-1523	\$212,366.00	\$106,212.81	\$106,153.19	Prydes plumbing completed work - labelling piping still outstanding
Backup Generator		C-965-9260-1471	\$130,000.00		\$130,000.00	Discussions with Honeywell to complete this work with energy retrofit work at WTP
			\$409,366.00	\$146,883.22	\$262,482.78	35.88%
TOTAL ENVIRONMENT			\$3,083,558.00	\$1,332,915.12	\$1,750,642.88	43.23%
Total O & F Division			\$3,781,921.00	\$2,328,766.14	\$1,453,154.86	61.58%

**Town of Fort Frances  
General Fund (Operating)  
Actuals as at November 30, 2013**



	Actuals to Date	2013 Budget	Variance
<b>CORPORATE</b>			
050 Municipal Tax Levy (Interim Tax Levy)	(11,025,265.42)	(11,025,265.00)	0.42
051 Education Tax Levy	(1,987,086.52)	(1,987,086.00)	0.52
052 Supp/Omit Municipal Tax Levy	(37,712.03)		37,712.03
053 Supp/Omit Education Tax Levy	(9,153.73)		9,153.73
056 W/O Municipal	1,815,994.90	1,763,640.00	(52,354.90)
057 W/O Education	379,485.54	353,929.00	(25,556.54)
061 OMPF	(3,197,300.00)	(3,197,300.00)	-
062 Payments-in-Lieu	(780,453.50)	(775,935.00)	4,518.50
070 Contribution from Reserve Funds	(575,000.00)	(575,000.00)	-
110 Mayor & Council	856,050.44	729,350.00	(126,700.44)
112 Contribution to Reserves & Reserve Funds		-	-
113 Long Term Debt	656,297.91	1,000,520.00	344,222.09
115 Election		530.00	530.00
161 Riverside Health Care/Dr Recruitment	67,334.25	74,000.00	6,665.75
161 Clinic Financing Interest		16,500.00	16,500.00
162 RR DSSAB	1,872,898.55	2,043,162.00	170,263.45
163 Rainycrest	222,302.27	242,511.00	20,208.73
164 Northwestern Health Unit	347,142.14	366,240.00	19,097.86
820 Economic Development	103,922.59	164,535.00	60,612.41
830 Solar Panel Project	(22,554.15)	(33,200.00)	(10,645.85)
991 English Public School Board	936,647.54	1,343,602.00	406,954.46
992 English Separate School Board	196,214.55	284,094.00	87,879.45
993 French Public School Board	1,224.49	1,633.00	408.51
994 French Separate School Board	2,871.31	3,828.00	956.69
<b>Total Corporate</b>	<b>(10,176,138.87)</b>	<b>(9,205,712.00)</b>	<b>970,426.87</b>
<b>ADMINISTRATION AND FINANCE</b>			
070 Other Unassigned Revenue	(291,959.15)	(314,960.00)	(23,000.85)
120 Administration	305,439.96	338,160.00	32,720.04
121 Admin Vehicle	2,127.44	3,077.00	949.56
122 Municipal Buildings	29,263.17	39,355.00	10,091.83
125 HR Department	38,146.74	38,750.00	603.26
130 Clerk	126,052.42	156,150.00	30,097.58
140 Treasury	235,961.34	402,290.00	166,328.66
910 PUC Administration	81,106.46	82,615.00	1,508.54
<b>Total Administration and Finance</b>	<b>526,138.38</b>	<b>745,437.00</b>	<b>219,298.62</b>
<b>EMERGENCY SERVICES</b>			
211 Emergency Services	780,168.23	935,389.00	155,220.77
227 Emergency Measures	8,975.80	20,062.00	11,086.20
228 911 Service	12,051.19	17,500.00	5,448.81
231 Police Revenue	(26,445.28)	(21,000.00)	5,445.28
232 Police Services Board	12,281.73	17,600.00	5,318.27
233 Police Administration	2,369,647.22	2,565,424.00	195,776.78
<b>Total Emergency Services</b>	<b>3,156,678.89</b>	<b>3,534,975.00</b>	<b>378,296.11</b>

**Town of Fort Frances  
General Fund (Operating)  
Actuals as at November 30, 2013**

		Actuals to Date	2013 Budget	Variance
<b>COMMUNITY SERVICES</b>				
622	Sister Kennedy Centre	21,536.47	29,800.00	8,263.53
641	Fort Frances Children's Complex	(102,733.74)	66,938.00	169,671.74
643	Toy Lending Library/Resource	8,371.71	(493.00)	(8,864.71)
644	Day Care Resource Teacher	17,235.80	-	(17,235.80)
653	Handi-Transit System	71,265.49	100,544.00	29,278.51
713	Townshend Theatre	(6,161.98)	-	6,161.98
722	Recreation Facilities	440,680.51	528,217.00	87,536.49
725	Recreation Programs	24,083.18	103,000.00	78,916.82
732	Community Services	99,822.43	134,166.00	34,343.57
740	Sunny Cove Camp	827.74	-	(827.74)
781	Fort Frances Public Library	372,697.32	470,160.00	97,462.68
791	Museum	88,018.26	121,590.00	33,571.74
817	Waterfront Development/Marina	43,199.85	53,550.00	10,350.15
<b>Total Community Services</b>		<b>1,078,843.04</b>	<b>1,607,472.00</b>	<b>528,628.96</b>
<b>OPERATIONS AND FACILITIES</b>				
310	PW Administration	(81,537.57)	14,047.00	95,584.57
311	PW Buildings & Yards	90,407.91	112,521.00	22,113.09
313	Municipal Roads	1,197,472.82	1,264,306.00	66,833.18
318	Public Parking Lots	12,557.16	22,556.00	9,998.84
320	Sidewalks	89,638.88	97,399.00	7,760.12
330	Private Works Charges	32,629.51	58,563.00	25,933.49
331	Private Crossing Charges	10,030.65	20,135.00	10,104.35
333	PW Vehicles	163,871.04	190,874.00	27,002.96
334	PW Equipment	205,434.57	221,058.00	15,623.43
344	PW Stores	73,098.09	67,264.00	(5,834.09)
345	Traffic Signal Maintenance	4,559.96	8,356.00	3,796.04
346	Streetlight Maintenance	63,562.85	83,750.00	20,187.15
350	Garbage Collection	(18,501.56)	(73,471.00)	(54,969.44)
351	Recycling Services	185,584.96	185,449.00	(135.96)
352	Sanitary Landfill	(234,922.99)	(94,498.00)	140,424.99
360	Engineering	21,990.99	26,890.00	4,899.01
390	Airport	66,957.44	5,060.00	(61,897.44)
391	Airport Building Maintenance	30,388.70	37,271.00	6,882.30
393	Airport Grounds Maintenance	45,948.09	53,500.00	7,551.91
580	Parks & Cemeteries Admin.	162,683.48	164,381.00	1,697.52
582	Fort Frances Cemetery	69,717.18	77,832.00	8,114.82
583	Riverview Cemetery	156,243.23	138,207.00	(18,036.23)
584	Point Park	7,553.26	27,935.00	20,381.74
585	Parks - Outdoor Facilities	250,488.36	265,523.00	15,034.64
586	Lions Millennium Park	4,265.18	7,319.00	3,053.82
<b>Total Operations and Facilities</b>		<b>2,610,122.19</b>	<b>2,982,227.00</b>	<b>372,104.81</b>



**Town of Fort Frances  
General Fund (Operating)  
Actuals as at November 30, 2013**

		Actuals to Date	2013 Budget	Variance
<b>PLANNING AND DEVELOPMENT</b>				
150	Civic Centre	55,511.98	93,790.00	38,278.02
271	By-Law Enforcement	108,718.24	126,280.00	17,561.76
272	Animal Shelter	6,890.64	10,163.00	3,272.36
813	Building Official	9,580.84	10,816.00	1,235.16
815	Planning & Zoning	84,810.60	94,552.00	9,741.40
	<b>Total Planning and Development</b>	<b>265,512.30</b>	<b>335,601.00</b>	<b>70,088.70</b>
	<b>Sub-Total General Fund (Operating)</b>	<b>(2,538,844.07)</b>	<b>-</b>	<b>2,538,844.07</b>
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	<b>(2,538,844.07)</b>	<b>-</b>	<b>2,538,844.07</b>
	<b>TOTAL BUDGET - Revenue</b>	<b>-22,832,379.93</b>	<b>-22,505,675.00</b>	<b>326,704.93</b>
	<b>TOTAL BUDGET - Expenditures</b>	<b>20,293,535.86</b>	<b>22,505,675.00</b>	<b>2,212,139.14</b>
		<b>-2,538,844.07</b>	<b>0.00</b>	<b>2,538,844.07</b>



**Water and Sewer Fund (Operating)**  
**Actuals to November 30, 2013**

<b>WATER</b>	<b>Actuals to Date</b>	<b>2013</b>	<b>Variance</b>
961 Waterworks Administration	-1,573,719.10	-663,561.00	910,158.10
965 Water Treatment Plant	405,058.23	537,917.00	132,858.77
966 Water Storage Facility	101,040.04	125,644.00	24,603.96
	-1,067,620.83	0.00	1,067,620.83
L80 Surplus from Previous Year Before TCA	0.00	0.00	0.00
	<b>-1,067,620.83</b>	<b>0.00</b>	<b>1,067,620.83</b>

<b>SEWER</b>	<b>Actual to Date</b>	<b>2013 Budget</b>	<b>Variance</b>
410 Sanitary Sewer Administration	-1,215,119.83	-694,070.00	521,049.83
413 Sewage Treatment Plant	612,493.91	694,070.00	81,576.09
	-602,625.92	0.00	602,625.92
L80 Surplus from Previous Year Before TCA	0.00	0.00	0.00
	<b>-602,625.92</b>	<b>0.00</b>	<b>602,625.92</b>

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at November 30, 2013**



		Actual to Date	2013 Budget	Variance
	<b>Administration</b>			
C-140-0490-0952	Contribution from Reserve Funds		(62,000.00)	(62,000.00)
C-140-9109-0000	Server Upgrades	45,869.05	42,000.00	(3,869.05)
	Computer/Network Upgrades	1,779.79	20,000.00	18,220.21
	Total Revenue	-	(62,000.00)	(62,000.00)
	Total Expenditures	47,648.84	62,000.00	14,351.16
	<b>TOTAL ADMINISTRATION</b>	<b>47,648.84</b>	<b>-</b>	<b>(47,648.84)</b>
	<b>Honeywell Project</b>			
C-105-0490-0400	Federal Grants	(75,247.53)	(127,338.00)	(52,090.47)
C-105-0490-0490	OPA/FFPC Grants		(135,087.00)	(135,087.00)
C-105-0490-0589	Expense Recovery	(559.12)	-	559.12
C-105-0490-0942	Long-term Debt Loan		(1,243,000.00)	(1,243,000.00)
C-105-9280-0000	Honeywell Improvement Project	1,192,427.20	1,505,425.00	312,997.80
	Total Revenue	(75,806.65)	(1,505,425.00)	(1,429,618.35)
	Total Expenditures	1,192,427.20	1,505,425.00	312,997.80
	<b>TOTAL CIVIC CENTRE</b>	<b>1,116,620.55</b>	<b>-</b>	<b>(1,116,620.55)</b>
	<b>EMERGENCY SERVICES</b>			
C-211-0490-0952	Contribution from Reserve Funds		(8,000.00)	(8,000.00)
C-211-9239-1431	Fire Hose Replacement	4,189.49	4,000.00	(189.49)
C-211-9264-1471	Compressor/Fill Station	4,116.20	4,000.00	(116.20)
	Total Revenue	-	(8,000.00)	(8,000.00)
	Total Expenditures	8,305.69	8,000.00	(305.69)
	<b>TOTAL EMERGENCY SERVICES</b>	<b>8,305.69</b>	<b>-</b>	<b>(8,305.69)</b>
	<b>PUBLIC WORKS</b>			
	<b>Transportation</b>			
C-310-0490-0406	AMO Federal Gas Tax	(497,119.06)		497,119.06
C-360-0490-0412/360	Provincial Grant	(25,731.89)	(25,531.00)	200.89
C-310-0490-0952/320/33	Contribution from Reserve Funds		(13,000.00)	(13,000.00)
C-313-0490-0400/C320	Federal Gas Tax Reserve (Federal Funding)		(404,832.00)	(404,832.00)
C-350-0490-0954	Contribution from Revenue Fund (O&F)			-
C-360-0490-0589	Engineering Expense Recovery (FFPC)	(15,080.83)		
C-310-1620-5390	Transfer to FGT Reserve Fund	497,119.06		(497,119.06)
C-310-9105-1471	Small Equipment Purchases	322.57	8,000.00	7,677.43
C-313-9110-1523	Upgrades to Pumping Station	11,020.34		
C-313-9258-1523	2nd St-Central to Mowat & Mowat from 2nd to 3rd	772,254.67	203,832.00	(568,422.67)
C-313-9259-1523	Williams Ave from 5th St to 3rd St	177,090.23	201,000.00	23,909.77
C-345-9135-1471	Pole Replacement	4,167.68	5,000.00	832.32
C-360-9123-1471	GIS Equipment & Mapping			-
C-360-9261-1523	Asset Management Plan	37,641.11	25,531.00	(12,110.11)
	<b>Airport</b>			
C-390-0490-0400	Federal Grant		(225,000.00)	(225,000.00)
C-390-0490-0952	Contribution from Reserve Funds		(10,000.00)	(10,000.00)
C-390-9256-1523	Remove Underground Fuel Storage Tank		10,000.00	10,000.00
C-390-9257-1471	Front End Loader c/w sweeper		225,000.00	225,000.00



**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at November 30, 2013**

		Actual to Date	2013 Budget	Variance
<b><u>Parks</u></b>				
C-580-0490-0952/C-585	Contribution from Reserve Funds		(20,000.00)	(20,000.00)
C-586-0430-0632	Lions Millennium Park- Donations	(4,700.00)		4,700.00
C-580-9105-1471	Small Equipment Replacement	5,329.94	5,000.00	(329.94)
C-580-9157-1471	Replace Riding Tractors	4,883.47	5,000.00	116.53
C-582-9256-1523	FF Cemetery-remove underground fuel tank	439.68	10,000.00	9,560.32
C-585-9108-1471	Dock Repairs			-
C-586-1620-5390	Transfer to Reserve Fund			-
C-586-9232-1523	Lions Park Contracted Works	3,531.08		(3,531.08)
	Total Revenue	(542,631.78)	(698,363.00)	(170,812.05)
	Total Expenditures	1,513,799.83	698,363.00	(804,416.49)
	<b>TOTAL PUBLIC WORKS</b>	<b>971,168.05</b>	<b>-</b>	<b>(975,228.54)</b>
<b><u>FORT FRANCES CHILDREN'S COMPLEX</u></b>				
C-641-0490-0436	Health & Safety Grant (DSSAB)	(1,833.33)	(47,000.00)	(45,166.67)
C-641-0490-0952	Contribution from Reserve Funds			-
C-641-9105-0000	Small Capital Purchases			-
C-641-9106-0000	Health & Safety		22,000.00	22,000.00
C-641-9109-1471	Computer Equipment - Materials	11,994.72		(11,994.72)
C-641-9132-1471	Office Furniture	1,749.26		(1,749.26)
C-641-9253-0000	Infant Care Feasibility Study		25,000.00	25,000.00
C-641-9266-1471	Kitchen Equipment	8,220.19		(8,220.19)
	Total Revenue	(1,833.33)	(47,000.00)	(45,166.67)
	Total Expenditures	21,964.17	47,000.00	25,035.83
	<b>TOTAL FFCC</b>	<b>20,130.84</b>	<b>-</b>	<b>(20,130.84)</b>
<b><u>SISTER KENNEDY CENTRE</u></b>				
C-622-0490-0448	Provincial Grant	(12,200.00)	(25,000.00)	(12,800.00)
C-622-0490-0952	Contribution from Reserve Funds			-
C-622-9105-0000	Small Capital Purchases			-
C-622-9108-1523	Centre Upgrades (Roof Replacement).	20,045.06		(20,045.06)
C-622-9133-0000	Enabling Accessibility Van		25,000.00	25,000.00
	Total Revenue	(12,200.00)	(25,000.00)	(12,800.00)
	Total Expenditures	20,045.06	25,000.00	4,954.94
	<b>TOTAL SKC</b>	<b>7,845.06</b>	<b>-</b>	<b>(7,845.06)</b>
<b><u>MSC/Recreation</u></b>				
C-722-0490-0952/C740	Contribution from Reserve Funds		(68,600.00)	(68,600.00)
C-740-04300632	Donations			-
C-740-0490-0412	Provincial Grant		(52,000.00)	(52,000.00)
C-740-0490-0437	Kiwanis Club Grant			-
C-740-0490-0952	Contribution from Reserve Funds		(13,000.00)	(13,000.00)
C-722-9262-1523	52 Canadian Condenser Replacement	71,909.41	68,600.00	(3,309.41)
C-740-9105-0000	Sunny Cove Camp Small Equipment	8,078.00		(8,078.00)
C-740-9108-1523	Sunny Cove Russell Hall Upgrades		65,000.00	65,000.00
C-817-9249-0000	Marina Cash Register	884.95	-	(884.95)
	Total Revenue	-	(133,600.00)	(133,600.00)
	Total Expenditures	80,872.36	133,600.00	52,727.64
	<b>TOTAL MSC</b>	<b>80,872.36</b>	<b>-</b>	<b>(80,872.36)</b>

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at November 30, 2013**

	Actual to Date	2013 Budget	Variance
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**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at November 30, 2013**

	Actual to Date	2013 Budget	Variance
<b>LIBRARY</b>			
C-781-0490-0400	Federal Grant (CAPP)		-
C-781-0490-0952	Contribution from Reserve Funds		-
C-781-9109-0000	Computer Equipment		-
	Total Revenue	-	-
	Total Expenditures	-	-
	<b>TOTAL LIBRARY</b>	<b>-</b>	<b>-</b>
<b>MUSEUM</b>			
C-791-0490-0412	Provincial Grant	(2,115.00)	(2,115.00)
C-791-0490-0632	Donations	(4,680.00)	4,680.00
C-791-0490-0952	Contribution from Reserve Funds	(529.00)	(529.00)
C-791-9109-0000	Computer/Scanner	951.67	1,237.33
C-791-9263-0000	Photo Studio Lighting	455.00	455.00
	Total Revenue	(4,680.00)	2,036.00
	Total Expenditures	951.67	1,692.33
	<b>TOTAL MUSEUM</b>	<b>(3,728.33)</b>	<b>3,728.33</b>
<b>PLANNING &amp; DEVELOPMENT</b>			
C-122-0490-0952	Contribution from Reserve Funds	(229,383.00)	(229,383.00)
C-122-9281-1523-9282	Huffman Demolition/Development	233,700.40	(4,317.40)
C-815-9123-1471	GIS Expense		-
	Total Revenue	-	(229,383.00)
	Total Expenditures	233,700.40	(4,317.40)
	<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>233,700.40</b>	<b>(233,700.40)</b>
<b>SANITARY SEWER</b>			
C-410-0490-0400	Federal Gas Tax Funds	(110,084.00)	(110,084.00)
C-410-0490-0412	Provincial Grants	(212,000.00)	(212,000.00)
C-410-0490-0952	Contribution from Reserve Funds	(525,559.00)	(525,559.00)
C-410-0490-0954	Contribution from Revenue Funds	(441,829.00)	(441,829.00)
C-410-9105-1471	Sanitary Sewer Small Tools	3,452.37	6,547.63
C-410-9123-1471	GIS Equipment & Mapping		-
C-410-9138-1523	Sanitary Manholes	50,000.00	50,000.00
C-410-9144-1523	Upgrades to Storm Sewer -CW	7,217.71	
C-410-9179-1523	Infiltration & Inflow Study (Year 3 of 3)	37,500.00	37,500.00
C-410-9238-1523	Geo/Engineering Contract	24,618.07	(24,618.07)
C-410-9258-1523	2nd St-Central to Mowat & Mowat-2nd to 3rd	140,083.73	438,072.27
C-410-9259-1523	Williams Ave-from 5th St to 3rd St	254,408.86	89,545.14
C-410-9265-1523	8th St- Wahnaihanun Contracted Works	30,910.39	
C-410-9280-0000	STP-Honeywell Improvements	49,789.71	80,667.29
C-410-9282-1523	Development of Huffman Property	117,391.68	22,013.32
	Total Revenue	-	(1,289,472.00)
	Total Expenditures	627,872.52	699,727.58
	<b>TOTAL SANITARY SEWER</b>	<b>627,872.52</b>	<b>(589,744.42)</b>
<b>SEWAGE TREATMENT PLANT</b>			
C-413-0490-0954	Contribution from Revenue Fund	(150,520.00)	(150,520.00)
C-413-9105-1471	Small Miscellaneous Capital	16,025.17	134,494.83

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at November 30, 2013**

		Actual to Date	2013 Budget	Variance
C-413-9105-1523	Small Miscellaneous Capital - Contracted Works	5,596.80		(5,596.80)
	Total Revenue	-	(150,520.00)	(150,520.00)
	Total Expenditures	21,621.97	150,520.00	128,898.03
	<b>TOTAL STP</b>	<b>21,621.97</b>	<b>-</b>	<b>(21,621.97)</b>
	<b>WATERWORKS ADMINISTRATION</b>			
C-961-0490-0400	Federal Gas Tax Funds		(110,084.00)	(110,084.00)
C-961-0490-0412	Provincial Grants		(212,000.00)	(212,000.00)
C-961-0490-0952	Contribution from Reserve Funds		(192,514.00)	(192,514.00)
C-961-0490-0954	Contribution from Revenue Fund		(719,602.00)	(719,602.00)
C-961-9105-1471	Miscellaneous Tools/Equipment	25,709.34	33,000.00	7,290.66
C-961-9123-1471	GIS Equipment & Mapping			-
C-961-9137-1523	Replacing Main Line Water Valves/Hydrants	78,231.01	97,935.00	19,703.99
C-961-9179-1523	Infiltration & Inflow Study (Year 3 of 3)		37,500.00	37,500.00
C-961-9238-1523	Geo/Engineering Contracted Works	24,618.10		(24,618.10)
C-961-9247-1523	Kigs Hwy - Pit Rd to east of Daniel Ave	2,604.35	-	(2,604.35)
C-961-9258-1523	2nd St-Central to Mowat & Mowat-2nd to 3rd	84,161.45	489,080.00	404,918.55
C-961-9259-1523	Williams Ave-from 5th St to 3rd St	271,652.72	384,171.00	112,518.28
C-961-9265-1523	8th St- Wahnaihanun Contracted Works	30,910.39		
C-961-9282-1523	Development of Huffman Property	163,570.92	192,514.00	28,943.08
	Total Revenue	-	(1,234,200.00)	(1,234,200.00)
	Total Expenditures	681,458.28	1,234,200.00	583,652.11
	<b>TOTAL WATERWORKS ADMIN</b>	<b>681,458.28</b>	<b>-</b>	<b>(650,547.89)</b>
	<b>WATER TREATMENT PLANT</b>			
C-965-0490-0952	Contribution from Reserve Funds		(144,808.00)	(144,808.00)
C-965-0490-0954	Contribution from Revenue Fund		(264,558.00)	(264,558.00)
C-965-9105-1471	Misc. Small Capital	12,180.39	40,000.00	27,819.61
C-965-9152-1471/1523	Replace In-Plant Potable Water Lines	28,490.02	27,000.00	(1,490.02)
C-965-9260-1471	Backup Generator		130,000.00	130,000.00
C-965-9252-1523	Honeywell - WTP Boilers	5,406.22		(5,406.22)
C-965-9254-1523	Honeywell - Elec Motors High Lift Pumps	92,091.45		(92,091.45)
C-965-9280-1523	Honeywell Improvements	8,715.14	212,366.00	203,650.86
	Total Revenue	-	(409,366.00)	(409,366.00)
	Total Expenditures	146,883.22	409,366.00	262,482.78
	<b>TOTAL WTP</b>	<b>146,883.22</b>	<b>-</b>	<b>(146,883.22)</b>
	<b>TOTAL REVENUE</b>	<b>(637,151.76)</b>	<b>(5,794,973.00)</b>	<b>(5,172,902.07)</b>
	<b>TOTAL EXPENDITURES</b>	<b>4,597,551.21</b>	<b>5,794,973.00</b>	<b>1,277,480.62</b>
	<b>TOTAL CAPITAL</b>	<b>3,960,399.45</b>	<b>-</b>	<b>(3,895,421.45)</b>