

TOWN OF FORT FRANCES

AGENDA - June 9, 2014

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre
(Session No. 137) 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 6:30 p.m.

- 4.1 Negotiation Protocol Agreement (W. Derksen, Town solicitor will be in attendance).
- 4.2 Fort Frances Aquanaut Swim Team Brief.
- 4.3 Personnel Selection Committee Request - Municipal Clerk.
- 4.4 Non agenda items.

5. Public Session Resumes in Council Chambers: 6:35 p.m.

6. Consent Agenda: 6:35 p.m. to 6:45 p.m.

- | | | |
|-----|---|---------|
| 6.1 | 418 Third Street East - Deem Lots 14 & 15 Plan SM-34 and Lots 33 & 34 Plan SM-109 not to be lots on subdivision plan. | 3 - 7 |
| 6.2 | Northwestern Health Unit - Do One Thing Request. | 8 - 10 |
| 6.3 | Library Reserve Fund Request - Alicia Subnaik Kilgour. | 11 - 13 |
| 6.4 | Fort Frances Canadian Bass Championship Requests. | 14 - 23 |
| 6.5 | RRFDC - Harmony of Nations Music Festival Requests. | 24 - 31 |
| 6.6 | Community Garden Planning Committee Request. | 32 - 50 |
| 6.7 | Ontario Regulation 284/09 Report - 2014 Budget Matters. | 51 - 56 |

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

- | | | |
|-----|--|---------|
| 7.1 | Councillor Andrew Hallikas - NWHU Do One Thing Conference. | 57 - 65 |
| 7.2 | Grad Class of 2014 Congratulatory Messages on 93.1 The Border. | 66 - 68 |

	Page
7.3 Municipal Funding Agreement for 2014 - 2018 Federal Gas Tax Funding.	69 - 95
7.4 BIA 2014 Budget and Levy.	96 - 98
8. Information:	
8.1 April 2014 Operations and Facilities Division - Environmental Area - Operations Statistics.	99 - 101
8.2 2014 Operations and Facilities Division Capital Budget as of April 30, 2014*.	102
8.3 Building Department Statistics Canada Report for the period May 1, 2014 to May 31, 2014.	103 - 104
8.4 April and May 2014 Complaint Registers.	
9. Non-agenda items: 6:55 p.m.	

Report

To: Mayor and Council
From: Faye Flatt, Municipal Planner
Date: 3 June 2014
Re: 418 Third Street East – Deem Lots 14 & 15 Plan SM-34
and Lots 33 & 34 Plan SM-109 not to be lots on subdivision plan



The property known as 418 Third Street East is comprised of four full lots on two subdivision plans. The owner has made application for a building permit that would extend across the common lot lines and would not satisfy the setback provisions of Zoning by-Law #3/14.

To enable the issuance of a building permit the owner of the property has requested Council enact a by-law to deem the lots noted above not to be lots on a plan of subdivision.

At it's regular meeting held June 2, 2014, the Planning and Development Executive Committee received the application and recommendation to approve the request as it satisfies the legislated criteria as set out in the Planning Act.

The Planning and Development Executive Committee supported the request and recommends that a by-law be enacted.

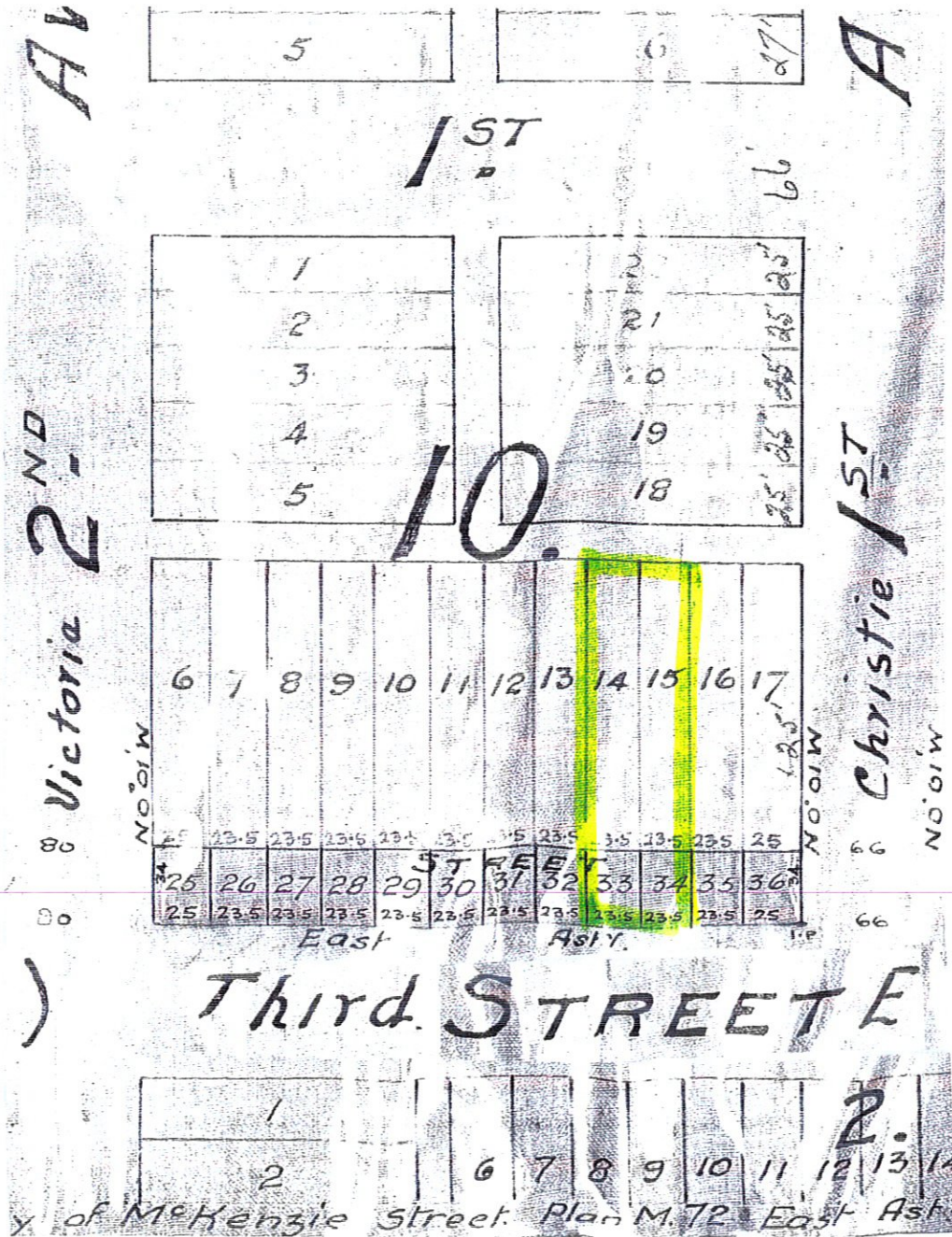
Respectfully submitted,

Handwritten signature of Faye Flatt in blue ink.

Faye Flatt, Municipal Planner

COUNCIL APPROVAL OF THIS REPORT: Authorize the preparation of By-Law to deem Lots 14 and 15 Plan SM-34 and lots 33 and 34 Plan SM-109 not be lots on a Registered Plan of Subdivision for the purposes of Section 50(3) of The Planning Act.





APPLICATION TO DEEM LOTS NOT TO BE ON A REGISTERED PLAN OF SUBDIVISION

SECTION 50(4), ONTARIO PLANNING ACT, R.S.O. 1990, C.P. 13

Subject Property: Municipal Address: 418 Third Street East, Fort Frances, ON

Lots: 14 & 15 / 33 & 34

Registered Plan: SM34 / SM109

I/We, the undersigned Owner(s) of the above-noted property, hereby apply to the Corporation of the Town of Fort Frances for the enactment of a By-Law to deem the above-noted lots deemed not to be on a registered plan of subdivision for the purposes of Section 50 (3) of the Planning Act.

I/We acknowledge that full lots on a registered plan of subdivision are separately conveyable from one another and that the enactment and registration of the deeming by-law will merge them as one lot of record and that future conveyances will require approval of the Town of Fort Frances through the Consent process.

Purpose of Application: The 4 lots were purchased as one parcel for the purpose of construction of a single family residence which will be constructed in accordance with all applicable zoning, by-law and building code requirements.

I/We submit with this application the following:

- ☒ Evidence of ownership (original deed/s or copy of parcel register/s)
- ☒ Site Plan of property
- ☒ Required fee of ~~\$129.06~~ 244.70

Owner's Name(s):

Owner's Signature:

Clint Allen Calder

Sarah-lynn Klassen

Mailing Address:

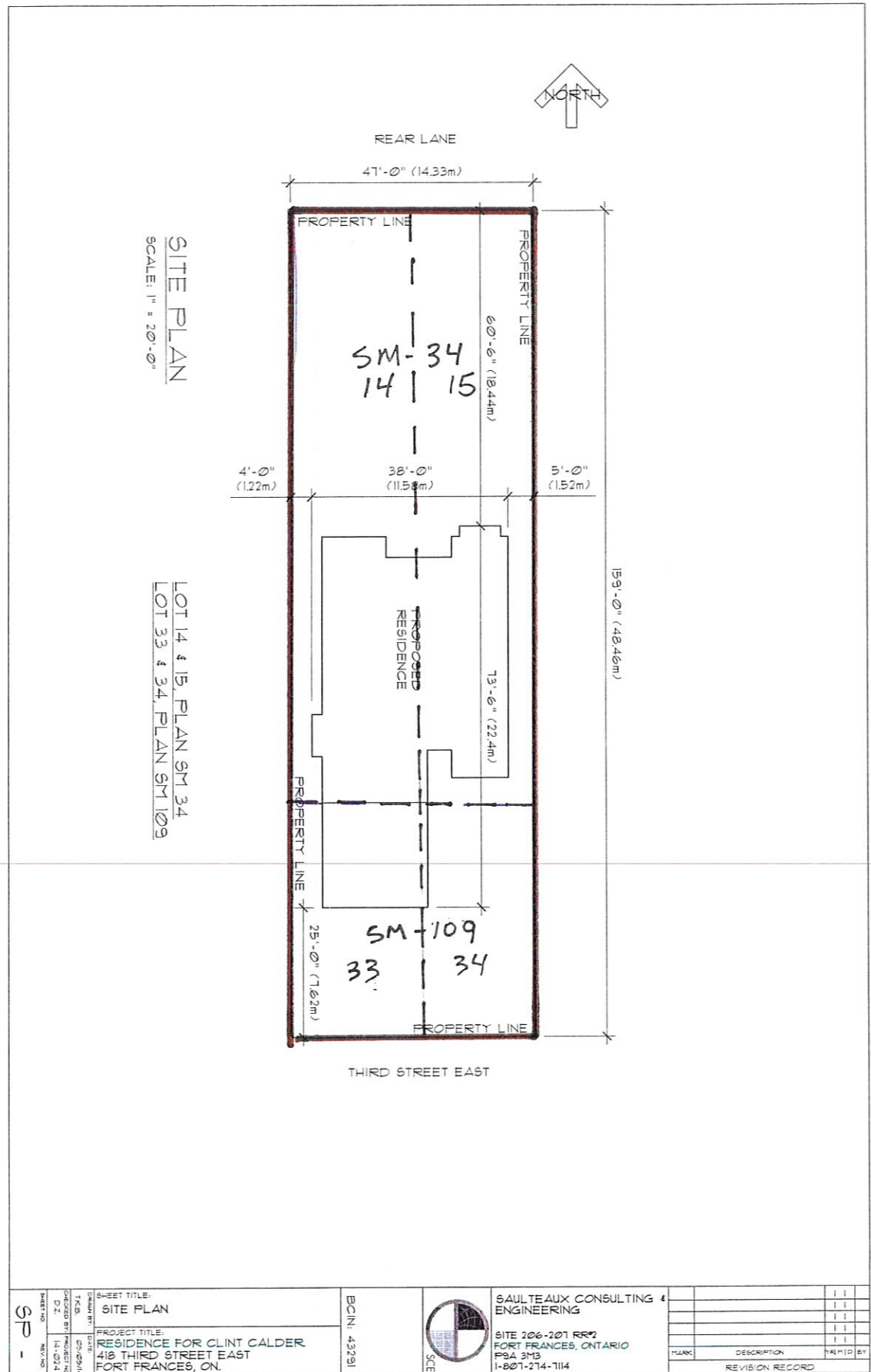
Site 206-197, RR2

Phone: 807-274-7076

Fort Frances, ON P9A 3M3

Dated: May 1, 2014

FOR OFFICE USE ONLY	
Application Received: <u>6 May 2014</u>	RECOMMENDED BY PLANNER
Receipt No.: <u>42089</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - see reasons attached
Plan No: <u>SM34/SM109</u> Registered: <u>Circa 1936</u>	
Ownership Confirmed: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
By-Law No. <u>20/14</u> Passed:	
Date Registered: Document No.	



TOWN OF FORT FRANCES**BY-LAW NO. 20/14**

(Being a By-Law to deem Lots 14 & 15 Plan SM-34 and lots 33 & 34 Plan SM-109 (418 Third St. E) to no longer be lots on a registered plan of subdivision pursuant to Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13, as amended).

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

AND WHEREAS an application has been received from the property owner requesting that lots 14 & 15 Plan SM-34 and lots 33 & 34 Plan SM-109 be deemed not to be lots on a registered plan of subdivision so as to enable the construction of a single family dwelling;

AND WHEREAS Plan SM-34 and Plan SM-109 were registered more than eight years ago;

AND WHEREAS the application was considered and supported by the Municipal Planner and the Planning and Development Executive Committee and approved by Council on June 9, 2014.

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

1. That Lots 14 & 15 Plan SM-34 and lots 33 & 34 Plan SM-109 are deemed not to be on a registered plan of subdivision for the purposes of subsection 3 of Section 50 of the Act.
2. That this By-Law shall come into full force and take effect upon the passing thereof, subject to the provisions of Subsections 28, 29 and 30 of the said Section 50 of the Act.

READ THREE TIMES AND FINALLY PASSED in open Council this 9th day of June 2014.

MAYOR, R. AVIS

CLERK, G. W. TREFTLIN



REPORT

TO: Mayor Avis and Council

FROM: Jason Kabel, Manager of Community Services

DATE: June 4, 2014

RE: **Northwestern Health Unit – Do One Thing Request**

The Community Services Division is in receipt of a request from the Northwestern Health Unit regarding the launch of their new campaign called, Do One Thing. The purpose of the Do One Thing initiative is to get people more active, eating healthier, and taking action to create healthier choices in the community.

The Health Unit is seeking to stage local events designed to create a ‘buzz’ to initiate conversation and get people talking about the Do One Thing program. Health Unit staff are requesting to hang hula hoops in trees in places with foot traffic. The hula hoops will be tagged with the campaign’s website address, DoOneThing.ca and will be happening in 6 northwestern Ontario communities. They are proposing the following dates and places for the hula hoop placement within Fort Frances:

Sorting Gap Marina	June 16, 2014	4pm to 6pm
The Point Park	July 15, 2014	2pm to 4pm

The Northwestern Health Unit will be inviting local media to cover the event and alerting police to the activity for safety precautions.

Recommendation

The Community Services Executive Committee recommends to Council to authorize the Northwestern Health Unit to make use of the Sorting Gap Marina on June 16, 2014 and The Point Park on July 15, 2014 for their Do One Thing events as proposed.

Respectfully Submitted,

Jason Kabel

Council approval of this report will authorize the Northwestern Health Unit to make use of the Sorting Gap Marina on June 16, 2014 and The Point Park on July 15, 2014 for their Do One Thing events as proposed.



396 Scott Street
Fort Frances, ON P9A 1R9

13 May 2014

Jason Kabel, Community Services Manager
740 Scott Street
Fort Frances, ON P9A 1H8

Dear Jason,

Re: Do One Thing Campaign Event

The Northwestern Health Unit will be launching a new campaign in May 2014, called Do One Thing. The purpose of the Do One Thing campaign is to get people more active, eating healthier, and taking action to create healthier choices in the community.

One focus of the campaign is staging local events. These local events are designed to create a 'buzz' and get people talking about Do One Thing. Our first event is planned for the week of June 16-20. It consists of hanging hula hoops in trees in a place with foot traffic. The hula hoops will be tagged with our campaign website, DoOneThing.ca. This event will be happening throughout the week in 6 northwestern Ontario communities.

We have identified Sorting Gap Marina's location as the best place in the community to hold this activity and are requesting permission to use the space from 4 pm to 6 pm on June 16, 2014.

We will be inviting media to cover this event, and alerting local police to the activity to as a safety precaution.

I look forward to discussing this opportunity with you,

Sincerely,

Jolene Quast
Health Educator
Northwestern Health Unit
396 Scott Street
Fort Frances, ON P9A 1G9
(807) 274-9827 ext. 3639
www.nwhu.on.ca



396 Scott Street
Fort Frances, ON P9A 1R9

14 May 2014

Jason Kabel, Community Services Manager
740 Scott Street
Fort Frances, ON P9A 1H8

Dear Jason,

Re: Do One Thing Campaign Event

The Northwestern Health Unit launched a new campaign in May 2014, called Do One Thing. The purpose of the Do One Thing campaign is to get people more active, eating healthier, and taking action to create healthier choices in the community.

One focus of the campaign is staging local events. These local events are designed to create a 'buzz' and get people talking about Do One Thing. Our first event was in June and involved hanging hula hoops in trees in a place with foot traffic.

We have identified Pither's Point location as the best place in the community to hold our second campaign activity and are requesting permission to use the space from 2 pm to 4 pm on July 15, 2014.

During the second event, the health unit will hang beach pails from trees in the location, tagged with our campaign website, DoOneThing.ca. This event will be happening throughout the weeks of July 14-28 in northwestern Ontario communities.

We will be inviting media to cover this event, and alerting local police to the activity to as a safety precaution.

I look forward to discussing this opportunity with you,

Sincerely,

Jolene Quast
Health Educator
Northwestern Health Unit
396 Scott Street
Fort Frances, ON P9A 1G9
(807) 274-9827 ext. 3639
www.nwhu.on.ca



REPORT

TO: Mayor Avis and Council

FROM: Jason Kabel, Manager of Community Services

DATE: May 29, 2014

RE: **Library Reserve Fund Request – Alicia Subnaik Kilgour**

At the last meeting of the Fort Frances Public Library Board on Wednesday, May 28, 2014, the Board received two proposals from the Library IT Coordinator, Jeremy Hughes and Library CEO, Alicia Subnaik Kilgour. The proposals included refreshing some main components of the Library's IT infrastructure that are drawing near to the end of life expectancy (please see attached reports). The Fort Frances Public Library Board voted unanimously to proceed with the purchase to replace the proposed equipment from the Technology Reserve Fund as follows:

Current Balances (as of December 31, 2013)

Library Reserve Fund (Building)	\$ 37, 241.43
Public Library & Technology Reserve Fund	\$259,919.28
TOTAL Reserve Fund Balance	\$297,160.71

Proposed IT Expenditures

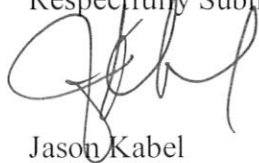
Bibliotheca Refresh	\$ 25,391.00
(This purchase will greatly reduce annual usage/maintenance costs)	
WatchGuard Firewall	\$ 1,853.00
TOTAL	\$ 27,244.00

Total Reserve Fund Balance	\$297,160.71
<u>Total Proposed IT Expenditures</u>	<u>\$(27,244.00)</u>
TOTAL Reserve Fund Balance after Expenditure	\$269,916.71

Recommendation

The Community Services Executive Committee recommends to Council to grant the request of the Fort Frances Public Library Board to use Public Library & Technology Reserve Fund proceeds to upgrade the IT infrastructure at the Fort Frances Public Library Technology Centre.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'JK', is written over the printed name 'Jason Kabel'.

Jason Kabel

Council approval of this report will grant the request of the Fort Frances Public Library Board to use \$ 27,244.00 of Public Library & Technology Reserve Funds to upgrade the IT infrastructure at the Fort Frances Public Library Technology Centre. The combined remaining balance in the two Library Reserve Funds will be \$269,916.71.

**Fort Frances Public Library Technology Centre
Request for withdrawal from the Library Reserve Fund**

Prepared by: Alicia Subnaik Kilgour, CEO

The Fort Frances Public Library Technology Centre's Board of Directors endorsed the refreshing of the Library's RFID and Library Firewall systems. They made the following motion at the May 28th 2014 Board Meeting:

Motion #148: Moved by Arlene Georgeson that the two IT Proposals be brought to the Community Services Executive by Alicia for recommendation to Council.

Seconded by Alan Zucchiatti.

Carried.

There is currently **\$259,919.28** in the Library Reserve Fund.

Background:

Bibliotheca Refresh:

The Library's RFID infrastructure is more than 4 years old, and relies on several components that are even older. ITG's products have now been discontinued, and all new RFID technology development has been splintered into a Bibliotheca-branded line of products. As a result, the RFID products used throughout the library are approaching end-of-life. Replacement parts are harder to come by, and our ITG software may not be updated. These effects culminate in skyrocketing maintenance costs. In 2014, the maintenance amount due for our ITG products is **\$7,986** before taxes (\$9,280.41 including SIP Licenses and tax).

Refresh:

Maintenance	Staff Stations	Subtotal	HST	Total
Annual	6	\$22,470	\$2,921	\$25,391

Bibliotheca has proposed a "refresh" which would update all of our RFID hardware and software with the latest products available, at a significantly reduced cost. Staff stations have been offered at only 17% of MSRP. Security gates and self-checkouts have been reduced by nearly 50%, with the corresponding SmartAdmin and Liber8 software included for free. The refresh must be paid in advance with the new annual maintenance starting in year 3, at **\$3,386** before taxes.

Advantages of the refresh are: lower maintenance costs, newer hardware, improved software functionality, prolonged support, and better compatibility with future computer operating systems. In addition, the Library will realize significant cost savings over the next few years; thereby reducing our operating costs.

WatchGuard Firewall:

The FFPLTC makes use of a physical firewall appliance to both secure its network against the internet, and provide centrally managed web content filtering. Our existing firewall hardware will reach end-of-life in December of 2015, at which point it will no longer be supported by the manufacturer.

The cost to upgrade to the XTM 330 model is **\$1,853**. A UTM software suite subscription is required to maintain our WebBlocker service. That license also includes the standard LiveSecurity package, which covers hardware warranties and support. By upgrading our appliance, a 3-year UTM subscription will be included at no additional cost.

A new appliance is essentially free via this upgrade, and the cost of service is actually reduced over a 3-year term, since this isn't an option with our older X550e. The hardware warranty for this device, and its associated security services license, expired on 2014-05-14. A 30 day grace period has been granted.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/53**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 3, 2014
SUBJECT: Fort Frances Canadian Bass Championship Requests

BACKGROUND

At the May 26, 2014 Council Meeting, the attached letter received from Fort Frances Canadian Bass Championship Inc (FFCBC) requesting support of their annual live release tournament was referred to the Administration & Finance Executive Committee for recommendation with input from the Planning & Development, Operation & Facilities and Committee Services Executive Committees.

FFCBC has requested in-kind services for the up coming live release tournament event planned for July 24 to 26, 2014. The requests that are to be considered by the Administration & Finance Executive Committee are as follows:

- Item 1. Designate, in writing, the “Fort Frances Canadian Bass Championship Live Release Tournament” as a significant Community Festival and event, and
- Item 3. Supply the FFCBC with the necessary documents to facilitate closing the road to accommodate the tent.

Attached are the reports and/or comments from the Operations & Facilities Executive Committee, Planning & Development Executive Committee and Community Services Executive Committee.

RECOMMENDATION

The Administration & Finance Executive Committee with input from all other divisions recommend that Council agree to Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through G. Treftlin, Clerk and Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through G. Treftlin, Clerk, and to accept the recommendations and/or comments received from the Community Services Executive Committee, Operations & Facilities Executive Committee and the Planning & Development Executive Committee as attached to this report . Further, that the responsible entity for the Fort Frances Canadian Bass Championship ensure adequate liability insurance for the waterfront event site from the close of the Harmony of Nations Music Festival on or about July 20th, 2014 until the take down of the event tent.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to:

Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through G. Treftlin, Clerk,

Item 2) The use of Memorial Sports Centre stage, tables, chairs and Town picnic tables – The FFCBC will arrange for pick-up and return; Co-ordinate through D. Brown, Operations & Facilities Manager & Jason Kabel, Community Services Manager,

Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through G. Treftlin, Clerk,

Item 4) Building Permit application (in-kind) for the erection of the tent - That the FFCBC complete a joint Building Permit application with the Harmony of Nations Music Festival Committee; Co-ordinate through Travis Rob, CBO,

Item 5) Waive launch fees for tournament competitors and volunteers from July 24th to 26th, 2014 – The FFCBC will provide the Sorting Gap staff with a list of tournament anglers and names of volunteers; Co-ordinate through Jason Kabel, Community Services Manager,

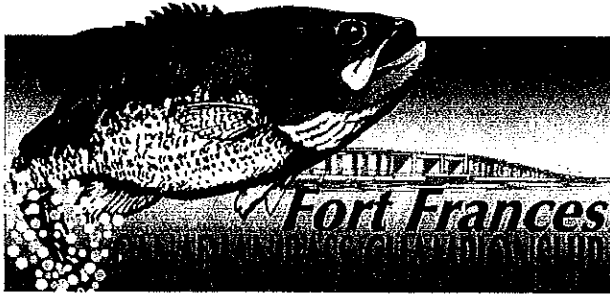
Item 6) Authorize temporary installation of poles and flags on the concrete pylons and edges of the launch ramp; Co-ordinate through Jason Kabel, Community Services Manager,

Item 7) Allow the FFCBC to attach pennants, signs, and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event,

Item 8) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key; Co-ordinate through Jason Kabel, Community Services Manager, and

Item 9) Help to take down the event tent; Co-ordinate through D. Brown, Operations & Facilities Manager.

Further, that the responsible entity for the Fort Frances Canadian Bass Championship Live Release Tournament ensure a minimum of \$5,000,000 commercial general liability insurance, name the Town of Fort Frances as an additional insured, and have Host Liquor Liability coverage if their event sells liquor & that certified Smart Serve bartenders are used for any liquor sales for their event planned to start on July 24th, 2014 through to the date the tent is taken down. The responsible entity for the Fort Frances Canadian Bass Championship must co-ordinate with the responsible entity for the Harmony of Nations Music Festival to ensure that there is no lapse in the commercial general liability insurance coverage from the date the event tent is erected at the waterfront site and until the event tent is taken down.



Fort Frances Canadian
Bass Championship Inc.
P.O. Box 531
Fort Frances, ON
P9A 3M8

May 20, 2014.

Jason Kabel, B.Sc., B.Ed.
Manager of Community Services

Town of Fort Frances
P.O. Box 38
Fort Frances, Ontario
P9A 3M5

Re: Fort Frances Canadian Bass Championships (July 24th - July 26th, 2014)

Dear Mr. Kabel

The FFCBC directors sincerely appreciate your significant contributions to facilitate the 2014 event.

We respectfully request the following support from the Town of Fort Frances:

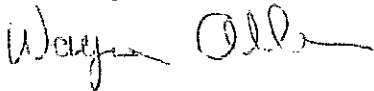
- 1) Designate, in writing, the "Fort Frances Canadian Bass Championship Live Release Tournament" as a significant community festival & event.
- 2) Authorize use of the Memorial Sports Centre Stage, Tables, Chairs & Town picnic tables. FFCBC will arrange for pick-up and return.
- 3) Supply the FFCBC with the necessary documents to facilitate closing road to accommodate tent.
- 4) The FFCBC will be filling out a building permit application for the erection of the tent, we ask the town look at any charges associated.
- 5) Waive launch fees for tournament competitors and volunteers from July 24th to 26th. We will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there.

- 6) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years.
- 7) Allow the tournament to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event.
- 8) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key.
- 9) We appreciate the Town of Fort Frances helping to take down the tent last year and would respectfully request the same this year.

We look forward to discussing our request in greater detail at your convenience. We invite any Town Council to any FFCBC board meetings.

Respectfully,

Muff Allen



Fort Frances Canadian Bass Championship

May 23, 2014

Report To: Administration & Finance Executive Committee

From: Operations & Facilities Executive Committee

SUBJECT: In-Kind Services and Financial Support for 2014 Fort Frances Canadian Bass Championship

Fort Frances Canadian Bass Championship Inc. wrote a letter to Mr. Jason Kabel, Community Services Manager requesting in-kind services and financial contribution for the up-coming Bass Tournament in July 2014. Please find attached letter dated May 20, 2014 from Mr. Muff Allen, I have taken the liberty to comment *only* on items related to the Operations & Facilities Division;

Continued Operational Assistance;

Item 2) **Supply of Picnic Tables** - Town will provide picnic tables where the FFCBC tournament volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event. Co-ordinate through Doug Brown, Operations & Facilities Manager at 274-9893.

Item 7) **Allow the Tournament to attach pennants, signs & banners to streetlight poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed.** This was a new request in 2010. The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching the banners, signs & pennants to the streetlight poles as in 2013 is utilized in 2014.

Item 9) **Assist in the take down of the Main Event Tent** – In the past the O & F division workforce – 4 PW workers and 4 Parks workers provided assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent.

Other divisions within the Town's organization will deal with all other items outlined in the FFCBC letter dated May 20, 2014.

The Operations & Facilities Executive Committee recommends the following;

- 1) That the Operations & Facilities Division continues to provide in-kind services and materials for items No. 2 & 9 as outlined in the May 20, 2014 letter from FFCBC organizer, Muff Allen;

- 2) That permission is granted to the FFCBC organization in regards to item No.7 in accordance with the guidelines listed above.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. Wiedenhoef", with a stylized, cursive script.

Rick Wiedenhoef, Chairman
Operations & Facilities Executive Committee

2014MayFFCBCrequest



REPORT

TO: Mayor Avis and Council

FROM: Jason Kabel, Manager of Community Services

DATE: May 29, 2014

RE: Fort Frances Canadian Bass Championship Requests

At the regular meeting of Council on May 26, 2014 there was a list of requests received from the Fort Frances Canadian Bass Championship Organizing Committee that included the same requests as 2013, the first year that the tournament had moved back to the Sorting Gap after hosting at the IFK arena for several years. The inventory of requests was referred by Council to the Community Services Executive Committee as well as Administration & Finance and Operations & Facilities Executive Committees.

The following items could be considered a direct request of the Community Services Division from the attached letter (numbers correspond to letter):

- 2) Authorize use of the Memorial Sports Centre Stage, Tables, Chairs, and Town picnic tables. FFCBC will arrange for pick-up and return.
- 5) Waive launch fees for tournament competitors and volunteers from July 24th to 26th. We will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release, and photography boats) who plan to launch there.
- 6) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years.
- 7) Allow the tournament committee to attach pennants, signs, and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event.
- 8) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key.

Recommendation

The Community Services Executive Committee Recommends to Council to grant the Fort Frances Canadian Bass Championship Tournament Committee the requests as presented. Specifically #2, 5, 6, 7, 8 as it relates to the Community Services Division and

authorize Town staff to work with the FFCBC Committee members to help ensure another successful Fort Frances Canadian Bass Tournament for the community.

Respectfully Submitted,

Jason Kabel

Council approval of this report will grant the Fort Frances Canadian Bass Championship Tournament Committee the requests as presented, and authorize Town staff to work with the FFCBC Committee members to help ensure another successful Fort Frances Canadian Bass Tournament for the community.

Travis Rob/Frances
06/02/2014 10:01 AM

To Laurie Witherspoon/Frances@Frances
cc
bcc
Subject Recommendations from the PDEC Meeting This Morning

Hi Laurie,

So three items discussed at PDEC this morning. The first two being Festival of Nations and FFCBC requests regarding the tent at the Sorting Gap. There was two concerns raised by PDEC, the first being liability for maintenance and security of the tent between functions at which point does the Bass Tournament take over from the Festival and will they have site security between the events to insure no one can get into the site and potentially tamper with the tent. The second was that both parties will need to come together and complete a joint building permit application to name both parties responsible for the structure as well as both parties named on the occupancy permit.

The third item was the non agenda request from the Community Garden. This item was discussed at length with the following concerns being brought forward. The condition of the property through the last few growing seasons has been poor, weeds and improper maintenance have began to be the norm. The other concern was in the long term maintenance of any sheds or other structures or walkways, who would be taking responsibility for these buildings for the long term? It was discussed that a written agreement should be in place naming the Northwestern Health Unit responsible for the property and its appearance so that if issues arose there would be named person or organization that we can go to for resolution of the issue. There was also concern with the lack of information provided with the request did not allow the committee to get a full understanding of what they had planned for that site, it would have been nice to have a site plan included showing the proposed locations of the buildings and walkways. It was also suggested that Jolene be invited to the A&F Meeting to further explain the request and answer any questions that may arise.

Please let me know if you have any questions about anything here.

Regards,

Travis

Travis Rob, EIT
Chief Building Official
Facilities/Special Projects Coordinator
Town of Fort Frances
P:(807)274-5323 ext.252
C:(807)275-9757



Debbie Scofield/Frances
06/04/2014 02:18 PM

To Laurie Witherspoon/Frances@Frances
cc
bcc
Subject Fw: Town of Fort Frances: Festival Tent

History: This message has been replied to.

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

----- Forwarded by Debbie Scofield/Frances on 06/04/2014 02:17 PM -----



Carrie Shouldice
<Carrie.Shouldice@gillons.on.ca>
06/04/2014 02:14 PM

To "dscofield@fort-frances.com" <dscofield@fort-frances.com>
cc Bruce Armstrong <Bruce.Armstrong@gillons.on.ca>
Subject Town of Fort Frances: Festival Tent

Hi Debbie:

The Town of Fort Frances will have liability coverage for the use of their tent and property for these two events - - Harmony of Nations Music Festival and the Fort Frances Canadian Bass Championship. Please ensure the Town has requested a Certificate of Insurance from all parties that are involved with either of the events. The certificates should include:

- The Town of Fort Frances as an additional insured
- A minimum of \$5,000,000 commercial general liability
- Host liquor liability coverage if the event sells liquor

Also if the event includes liquor sales, you should be asking that the event organizers hire certified Smart Serve bartenders.

If you have any questions, please do not hesitate to contact me or Bruce.

Have a great day.

Carrie Shouldice BA, CAIB, CIP
Service Team Manager – Business Insurance

(807) 274-8595 ext 248
(807) 274-2416 (Fax)
carrie.shouldice@gillons.on.ca
www.gillons.on.ca

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**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/52**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 2, 2014
SUBJECT: RRFDC – Harmony of Nations Music Festival Requests

BACKGROUND

At the May 26, 2014 Council Meeting, the attached letter received from Rainy River Future Development Corporation (RRFDC) requesting support of the planned Harmony of Nations Music Festival was referred to the Administration & Finance Executive Committee for recommendation with input from the Planning & Development, Operation & Facilities and Committee Services Executive Committees.

RRFDC has requested in-kind services for the up coming Harmony of Nations Music Festival event planned for July 15 to 20, 2014. The requests that are to be considered by the Administration & Finance Executive Committee are as follows:

- Item 1. Designate, in writing, the “Harmony of Nations Music Festival” as a significant Community Festival and event, and
- Item 3. Supply the Harmony of Nations Music Festival with the necessary documents to facilitate closing the road to accommodate the tent.

Attached are the reports and/or comments from the Operations & Facilities Executive Committee, Planning & Development Executive Committee and Community Services Executive Committee, along with insurance liability coverage requirements the Town should request from the responsible entity for the Harmony of Nations Music Festival Event.

RECOMMENDATION

The Administration & Finance Executive Committee with input from all other divisions recommend that Council agree to Item 1) Designate the Harmony of Nations Music Festival (HNMF) as a significant Community Festival event; Co-ordinate through G. Treftlin, Clerk, Item 3) that the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through G. Treftlin, Clerk, and to accept the recommendations and/or comments received from the Community Services Executive Committee, Operations & Facilities Executive Committee and the Planning & Development Executive Committee as attached to this report. Further, that the responsible entity for the Harmony of Nations Music Festival ensure adequate liability insurance for the waterfront site during their festival event.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to:

Item 1) Designate the Harmony of Nations Music Festival (HNMF) as a significant Community Festival event; Co-ordinate through G. Treftlin, Clerk,

Item 2) The use of Memorial Sports Centre stage, tables, chairs and Town picnic tables – The HNMF will arrange for pick-up and return; Co-ordinate through D. Brown, Operations & Facilities Manager & Jason Kabel, Community Services Manager,

Item 3) Ensure the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through G. Treftlin, Clerk,

Item 4) Building Permit application (in-kind) for the erection of the tent - That the HNMF Committee complete a joint Building Permit application with the Fort Frances Canadian Bass Championship; Co-ordinate through Travis Rob, Chief Building Official,

Item 5) Allow the HNMF Committee to attach pennants, signs, and banners to streetlight poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event,

Item 6) Help with the erection and take down of the Events tent; Co-ordinate through D. Brown, Operations & Facilities Manager, and

Item 7) Allow access for electrical power; Co-ordinate with Fort Frances Power Corporation, Joerg Ruppenstein, CEO.

Further, that the responsible entity for the Harmony of Nations Music Festival ensure a minimum of \$5,000,000 commercial general liability insurance, name the Town of Fort Frances as an additional insured, and have Host Liquor Liability coverage if their event sells liquor & that certified Smart Serve bartenders are used for any liquor sales for their event planned for July 15th, 2014 through to Sunday, July 20th, 2014. The responsible entity for the Harmony of Nations Music Festival must co-ordinate with the responsible entity for the Fort Frances Canadian Bass Championship tournament to ensure that there is no lapse in the commercial general liability insurance coverage from the date the event tent is erected at the waterfront site and until the event tent is taken down.



**RAINY RIVER FUTURE
DEVELOPMENT CORPORATION**
A Community Futures Development Corporation

May 22, 2014

Mayor and Council
Town of Fort Frances
320 Portage Avenue
Fort Frances, Ontario
P9A 3P9
Re: Harmony of Nations Music Festival

Dear Mayor and Council:

We respectfully request the following support from the Town of Fort Frances from Tuesday July 15th through to Sunday the 20th. FFCBC will then assume the site for the bass tournament until July 29th. We are working with the FFCFC and sharing the site and venue equipment for our events.

1. Designate, in writing, the "Harmony of Nations Music Festival" as a significant community festival and event;
2. Authorize use of the Memorial Sports Centre stage, tables, chairs and Town picnic tables. The Harmony of Nations Music Festival Committee will arrange for pick-up and return;
3. Supply the Harmony of Nations Music Festival with the necessary documents to facilitate closing the road to accommodate the tent;
4. The FFCBC, on behalf of the Harmony of Nations Music Festival Committee, will be filling out a building permit application for the erection of the tent; we ask the town look at any charges associated;
5. Allow the Harmony of Nations Music Festival Committee to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event;
6. Help with erection and take down of the Events Tent;
7. Allow access for electrical power;

We look forward to discussing our request in greater detail at your convenience.

Sincerely,

Geoff Gillon





May 23, 2014

Report To: Administration & Finance Executive Committee

From: Operations & Facilities Executive Committee

SUBJECT: In-Kind Services for 2014 Harmony of Nations Music Festival

Rainy River Future Development Corporation wrote a letter to Mayor & Council requesting in-kind services for the up-coming Music Festival in July 2014. Please find attached letter dated May 22, 2014 from Mr. Geoff Gillion, I have taken the liberty to comment *only* on items related to the Operations & Facilities Division;

Continued Operational Assistance;

Item 2) **Supply of Picnic Tables** - Town will provide picnic tables where the Festival volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event. Co-ordinate through Doug Brown, Operations & Facilities Manager at 274-9893.

Item 5) **Allow Festival committee to attach pennants, signs & banners to streetlight poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed.** The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street.

Item 6) **Assist in the set-up and take down of the Main Event Tent** – In the past the O & F division workforce – 4 PW workers and 4 Parks workers provided assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles for the FFCBC. This is a similar request where it is my understanding that the main event tent will be set-up for the duration of both events. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent.

Other divisions within the Town's organization will deal with all other items outlined in the Rainy River Future Development Corporation letter dated May 22, 2014.

The Operations & Facilities Executive Committee recommends the following;

- 1) That the Operations & Facilities Division continues to provide in-kind services and materials for items No. 2 & 6 as outlined in the May 22, 2014 letter from Mr. Geoff Gillion;

- 2) That permission is granted to the FFCBC organization in regards to item No.5 in accordance with the guidelines listed above.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. Wiedenhoef", with a stylized, cursive script.

Rick Wiedenhoef, Chairman
Operations & Facilities Executive Committee

2014MayFFCBCrequest

Jason Kabel/Frances
06/03/2014 11:54 AM

To Laurie Witherspoon/Frances@Frances
cc
bcc
Subject Referrals

Hi Laurie,

As discussed, the CSEC did not have concerns with the RRFDC and please find the report attached for Bass request.

Thanks,
Jason



2014 MAY 26 FFCBC Requests.doc

Jason Kabel, B. Sc., B. Ed.
Division Manager - Community Services
740 Scott Street
Fort Frances, ON P9A 1H8
Tel: 807-274-4561 ext. 11
Fax: 807-274-3799

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Travis Rob/Frances
06/02/2014 10:01 AM

To Laurie Witherspoon/Frances@Frances
cc
bcc
Subject Recommendations from the PDEC Meeting This Morning

Hi Laurie,

So three items discussed at PDEC this morning. The first two being Festival of Nations and FFCBC requests regarding the tent at the Sorting Gap. There was two concerns raised by PDEC, the first being liability for maintenance and security of the tent between functions at which point does the Bass Tournament take over from the Festival and will they have site security between the events to insure no one can get into the site and potentially tamper with the tent. The second was that both parties will need to come together and complete a joint building permit application to name both parties responsible for the structure as well as both parties named on the occupancy permit.

The third item was the non agenda request from the Community Garden. This item was discussed at length with the following concerns being brought forward. The condition of the property through the last few growing seasons has been poor, weeds and improper maintenance have began to be the norm. The other concern was in the long term maintenance of any sheds or other structures or walkways, who would be taking responsibility for these buildings for the long term? It was discussed that a written agreement should be in place naming the Northwestern Health Unit responsible for the property and its appearance so that if issues arose there would be named person or organization that we can go to for resolution of the issue. There was also concern with the lack of information provided with the request did not allow the committee to get a full understanding of what they had planned for that site, it would have been nice to have a site plan included showing the proposed locations of the buildings and walkways. It was also suggested that Jolene be invited to the A&F Meeting to further explain the request and answer any questions that may arise.

Please let me know if you have any questions about anything here.

Regards,

Travis

Travis Rob, EIT
Chief Building Official
Facilities/Special Projects Coordinator
Town of Fort Frances
P:(807)274-5323 ext.252
C:(807)275-9757



Debbie Scofield/Frances
06/04/2014 02:18 PM

To Laurie Witherspoon/Frances@Frances
cc
bcc
Subject Fw: Town of Fort Frances: Festival Tent

History This message has been replied to

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

----- Forwarded by Debbie Scofield/Frances on 06/04/2014 02:17 PM -----



Carrie Shouldice
<Carrie.Shouldice@gillons.on.ca>
06/04/2014 02:14 PM

To "dscofield@fort-frances.com" <dscofield@fort-frances.com>
cc Bruce Armstrong <Bruce.Armstrong@gillons.on.ca>
Subject Town of Fort Frances: Festival Tent

Hi Debbie:

The Town of Fort Frances will have liability coverage for the use of their tent and property for these two events - - Harmony of Nations Music Festival and the Fort Frances Canadian Bass Championship. Please ensure the Town has requested a Certificate of Insurance from all parties that are involved with either of the events. The certificates should include:

- The Town of Fort Frances as an additional insured
- A minimum of \$5,000,000 commercial general liability
- Host liquor liability coverage if the event sells liquor

Also if the event includes liquor sales, you should be asking that the event organizers hire certified Smart Serve bartenders.

If you have any questions, please do not hesitate to contact me or Bruce.
Have a great day.

Carrie Shouldice BA, CAIB, CIP
Service Team Manager – Business Insurance

(807) 274-8595 ext 248
(807) 274-2416 (Fax)
carrie.shouldice@gillons.on.ca
www.gillons.on.ca

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**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/54**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 5, 2014
SUBJECT: Community Garden Planning Committee Request

BACKGROUND

At the May 26, 2014 Council Meeting, the attached letter received from the Community Garden Planning Committee requesting partnering for funding was referred to the Administration & Finance Executive Committee for recommendation.

As indicated in the attached letter from J. Quast, on behalf of the Community Garden Planning Committee is requesting that the Town of Fort Frances consider partnering with them in order to make a grant application to the FCC AgriSpirit Fund for the purchase of a compact utility tractor complete with a rear tiller & mid-mount mower and construction of a shed to house tools & equipment. The Community Garden Planning Committee also indicates that they hope to add a shelter from weather elements and construct a walkway. Registered Charities, non-profit organizations that will partner with a municipal body, less than 150,000 in population, who agree to receive money contributed and issue receipts are eligible to make application to the FCC AgriSpirit Fund. If they were selected for funding, the cheque would be made payable to the Town c/o the project. J Quast committed that the Community Garden Planning Committee would complete the funding application. Application to the FCC AgriSpirit Fund does not require matching financial contribution(s).

Jolene Quast informed the Committee that she would be the contact person and take responsibility should the Town receive any complaints about the appearance (i.e., weeds, debris, etc.) at the Community Garden Site.

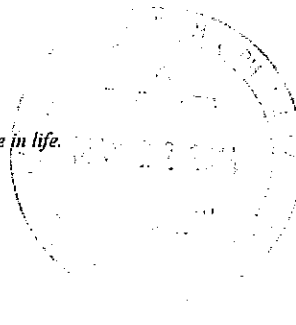
RECOMMENDATION

The Administration & Finance Executive Committee recommend that Council support the Community Garden Planning Committee request to partner with the Town of Fort Frances and make application for the FCC AgriSpirit Fund to obtain a grant to improve the community garden. Further, the Community Garden Planning Committee must consult with the Chief Building Official and the Municipal Planner prior to the erection of any building structures.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation that the Town of Fort Frances partner with the Community Garden Planning Committee for the purpose of making an application to the FCC AgriSpirit Fund to obtain a grant to improve the community garden. Further, that the Community Garden Planning Committee must consult with the Chief Building Official and the Municipal Planner prior to the erection of any building structures.



Watching something grow is good for morale. It helps you believe in life.
- Myron S. Kaufmann



396 Scott St.
Fort Frances, ON
P9A 1G9
807-274-9827
knielson@nwhu.on.ca

Mayor and Council of the Town of Fort Frances

RE: PARTNERING FOR FUNDING OPPORTUNITIES

The Community Garden Planning Committee is looking to partner with the Town of Fort Frances in order to obtain a grant with which to improve our community garden. The community garden is a community driven partnership supported by the Gizhewaadiziwin Health Access Centre, Sunset Country Métis, United Native Friendship Centre, Northwestern Health Unit and community members. The community garden is located along Lilly Ave. between 6th and 5th street West. All community members have the opportunity to be involved in the Community Garden.

Community Gardens have many benefits to a community. This project provides the opportunity for people, who may not have otherwise had the space, skills or interest, to be able to garden. Community gardens promote healthy lifestyles by providing an affordable way to access fresh, local produce and an outlet for physical activity.

In order to become more self-sufficient and to help keep our community garden looking great, the Community Garden Planning Committee is seeking a model 1023E compact utility tractor, a model 447 rear tiller, a 54 inch shaft drive mid-mount mower and a shed to house these garden tools or a trailer to move them to and from the garden when needed. We are also hoping to add a shelter from the sun, rain and other weather elements and construct a walk-way in an effort to remain in compliance with The Accessibility for Ontarians with Disabilities Act (AODA). As a partner, the Town of Fort Frances would be the municipal body to receive requisitions and send payment for the items listed above (examples included).

If you require any further information about the project, please feel free to contact Jolene at 274-9827. We look forward to working with the Town of Fort Frances as this project develops and expands.

Sincerely,

A handwritten signature in cursive script, appearing to read 'J Quast'.

Jolene Quast

On Behalf of the
Community Garden Planning Committee

FCC AgriSpirit Fund

OVERVIEW

ELIGIBILITY

PAST-PROJECTS

FAQ

FCC AgriSpirit Fund is about enhancing rural communities. If your organization is raising money for a capital project and your city or town has less than 150,000 people, it may qualify for a donation between \$5,000 and \$25,000 to supplement your other fundraising efforts. **Apply now until June 12, 2014.**

Applications will only be accepted online until June 12, 2014.

What it's for

Successful projects have included hospitals and medical centres, childcare facilities, fire and rescue equipment, playgrounds, food banks, libraries, recreation centres and community gardens.

[View past FCC AgriSpirit Fund projects >>](#)

Who's eligible

- ▶ registered charities with Canada Revenue Agency
- ▶ non-profit organizations that will partner with a ~~municipal body~~, territorial or provincial government who agree to receive the money contributed and issue a receipt in your name
- ▶ a municipal body (a municipal body can include a town, city under 150,000 people, a rural municipality or a First Nations band)

Your project must

- ▶ enhance the quality of life for people in rural communities under 150,000 people
- ▶ recognize FCC's contribution
- ▶ be completed within two years of receiving AgriSpirit funding
- ▶ must be a capital project (equipment, building funds, etc.)

[View full eligibility guidelines >>](#)

How to apply

Apply now until June 12, 2014.

Applications will only be accepted online and only during this time period.

For more information about the FCC AgriSpirit Fund, view our **FAQ** section. For any other questions, **email us**.

[Print](#)

Introduction

You have four hours to complete your application.

This form will time out after four hours of inactivity, so we recommend you begin by printing a copy. Click on Printable Form in the top right corner of your screen.

Applications cannot be saved, so we recommend you print a copy **before** you click the Submit button.

Submission deadline is 11:59 p.m. EDT on June 12, 2014. Only online applications will be accepted. Late or incomplete applications will not be accepted.

Thank you for your commitment to rural Canada.

Press Next to begin.

Project or Event

Mouse over titles to view definitions.

* Required Fields

*Project or Event Name

*Address

*City

*Country

Canada

*State/Prov./Region

*Postal Code

*Phone

Fax

Website

Profile

Mouse over titles to view definitions. Click on date selector for dates.

* Required Fields

*Cash Budget Asked

*Will your project be completed by December 31, 2016?

*Select the option that best describes your organization:

*What is your charitable organization or non-profit registration number? (000000000RR0000)
If not applicable, write N/A.

If you are a registered charity applying using your parent or umbrella organization's registration number, provide the name, phone number and email address of the parent or umbrella organization and ensure you have permission to apply using that number.

If you are a non-profit organization partnering with a municipal body, enter the name, phone number and email address of your municipal partner and ensure you have their permission to apply for funding with the municipal body as a partner.

*Which category does your project fit best?

*What focus area best describes your project?

Is it your organization's mission to directly support one or more of these groups? If so, which one(s)?

*How did you hear about the FCC AgriSpirit Fund?

*Will the requested funds be used for construction activities or expansions of a building?

*Will the building or construction involve any of the following?

Provide the square footage of the project, if applicable.

*Will the finished building or structure use municipal water?

*Will the finished building or structure use municipal sewer services?

Please summarize your project in one sentence.
For example: To purchase a fire truck.

General Questions

Select your best answer for each section. A question you have already answered, for statistical reasons, could be asked again, for evaluation purposes.

* Required Fields

Describe the need or opportunity that exists for your project, including how it will enhance the quality of life for people who live in rural communities.

Explain your project, including a description of its current status and specifically how the money from the FCC AgriSpirit Fund will be used.

*If FCC chooses to support your project, how will you promote our participation? Select all that apply.

- ☐ media release/press release
- ☐ recognition in promotional materials (newsletter, website, print ads)
- ☐ announcement at grand opening or event
- ☐ permanent signage (required)
- ☐ social media
- ☐ naming rights

*How often will your project be used?

- ☐ daily throughout the year (180+ days per year)
- ☐ daily in certain seasons (50-179 days per year)
- ☐ once or twice a month (25-49 days per year)
- ☐ fewer than 25 days per year

How are community volunteers involved in your project?

What obstacles or challenges may interfere with the completion of the project?

*Does your project have a focus on agriculture?

*Please check which area best describes your project:

- ☐ Community enhancement project or service (e.g. community halls, centres and facilities; sports and recreation facilities)
- ☐ Health and safety (e.g. hospitals, clinics, fire departments, equipment)
- ☐ Education (e.g. educational/interactive equipment, permanent exhibit, library resources)
- ☐ Arts and culture (e.g. sound equipment, pottery equipment, stage)
- ☐ Other (e.g. playground, park pathways)

*How many rural communities will benefit from this project?

- ☐ 7 or more
- ☐ 5 to 6
- ☐ 3 to 4
- ☐ 1 to 2

List those communities:

*What percentage of the population in those communities will benefit from the project? Omit the %.

*A direct beneficiary is someone who uses or participates in the project. How many people will be direct beneficiaries of your project each year?

Describe the direct beneficiaries and how they will benefit.

What is the population of your community?

What is the total cost of the project?

What is the total amount of funds received to date?

What is the the breakdown of funds received to date? (Grants, fundraising activities, private donations and in-kind donations)

*Financial commitment - what percentage of total funding has your project received to date? Omit the %.

Contact Form

Mouse over titles to view definitions. Please fill in this Contact Form and then click on Next.

*Salutation	
*First Name	
*Last Name	
Job Title	
Organization	
Website	
*Street	
*City	
Country	Canada
*State/Prov./Region	
*Zip/Postal Code	

*Email

*Confirm Email

*Phone

Alternate Phone

Mobile

Fax

Your Comments

Use the area below to type or paste comments. Thank you for taking the time to improve our business relations. We will reply shortly.

Review and Submit

Your summary is now ready. You may review or print it before submitting by clicking on the link below. To edit your document, please use the Previous button on this page.

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TD Friends of the
Environment Foundation

Home > Funding



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Apply online for funding in four easy steps:

1. Review eligibility criteria

The following organizations are eligible to apply for TD FEF funding:

Registered Canadian charities with a Charitable Registration Number (CRN)

Educational institutions (primary/secondary/post-secondary)

Municipalities

Aboriginal groups

2. Check examples of eligible projects

Eligible projects	Ineligible projects
✓ Environmental education	✗ Salaries (if more than 50% of the amount requested)
✓ Tree plantings (native plant species)*	✗ Administrative or capital costs
✓ Energy conservation	✗ Landscaping/beautification
✓ Schoolyard or urban naturalization projects*	✗ Pledges
✓ Community gardening programs*	✗ Operating expenses or deficits
✓ Habitat restoration	✗ Scholarships, grants, bursaries, and awards
✓ Endangered species/wildlife protection	✗ Advocacy activities
✓ Environmental research	✗ Mileage or meal costs
	✗ Projects started prior to application date

*Please ensure you include a maintenance plan for these types of projects.

3. Review FAQs for application deadlines and more

4. Submit funding request via our [Online Application Form](#) or [retrieve a saved application](#) if you have already started. *****WE ARE CURRENTLY EXPERIENCING TECHNICAL ISSUES WITH OUR APPLICATION FORM. PLEASE CHECK BACK SOON. THANK YOU FOR YOUR PATIENCE.*****

5. Applicants will be required to attach a budget to their application form. [Click here](#) for a sample budget template which you may save and use to complete your budget.

Anti-Discrimination Policy

The TD Friends of the Environment Foundation (TD FEF) prohibits discrimination based on race, national or ethnic origin, color, religion, age, sex, sexual orientation, marital status, family status, veteran status, disability or other characteristic protected by law. You will be asked to indicate whether the projects, programs and activities for which you seek funding comply with TD FEF's anti-discrimination policy.

TD FEF reserves the right to exclude organizations and decline donations, gifts or sponsorships as it deems appropriate.

Donate

Every dollar you donate goes to work greening your community. Make a difference today.

[Donate](#)

Learn

Find out how TD FEF has supported more than 22,000 environmental initiatives across Canada.

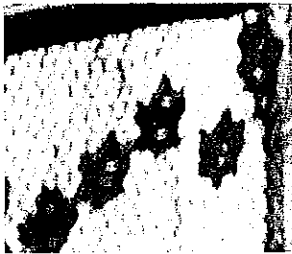
[Learn](#)

Apply for funding

Need funding for your environmental project? Find out if it qualifies for a TD FEF grant, and how to apply.

[Apply for funding](#)[Share](#)
[Like](#)
[Tweet](#)
[Email](#)

For over 22 years, TD Friends of the Environment Foundation has worked to help protect the environment and green communities across Canada. By donating to TD FEF, you're directly supporting projects that make a difference in your community. TD Friends of the Environment Foundation - BN/Registration Number: 133702845RR0001

[Contact Us](#) | [Our Chapters](#) | [Close Window](#)

- 1 Before You Begin
- 2 Organization Information
- 3 Primary Contact Information
- 4 Project Information
- 5 Anti-Discrimination Attestation
- 6 Attachments
- 7 Review My Application

You can review the information you've provided so far and make necessary modifications here. If you're satisfied with the contents of the application, click Submit to forward your application for consideration. If you're not ready to submit your application yet, click Save & Finish Later.

Before You Begin

[Printer Friendly Version](#)

* Required before final submission

Grant Application

In order to be eligible for TD FEF funding you must be

- a municipality
- an educational institution (primary, secondary, post-secondary)
- an Aboriginal group
- a Registered Canadian charity with a charitable registration number.

Please ensure that your project takes place in Canada and that it has a clear environmental focus.

Organization Information

* Required before final submission

General Information

* The primary applicant is a/an:
please select from the drop down menu

<Select One>

Charitable Registration Number (CRN)

Please note that ALL applicants (with the exception of Municipalities and Aboriginal groups) must have a valid CRN to be eligible for a TD FEF grant. A CRN consists of 9 numeric digits followed by RR and four more numeric digits. If you are applying as a municipality, please enter Municipality in this field. If you are applying as an Aboriginal group, please enter Aboriginal in this field.

Schools

In addition to your School Board's CRN, provide your School Board Name.

* Is this your organization's first time applying to TD FEF?

<None>

* How did you learn about TD FEF?

<None>

* Have you spoken to anyone at TD FEF? (i.e. Regional Manager)

<None>

If yes, please provide name

Please complete a separate application for each Chapter of TD FEF that you are applying to.

To see a list of our Chapters, please click on "Our Chapters" above.

* Please select the chapter to which you are applying.

<Select One>

* Organization Name

* Street Address

* City

* Province

* Postal Code

Please ensure you use the following format: N5K 1A2

* Organization Phone #

Please ensure you use the following format: 999-999-9999

Extension

Organization's Email Address

Please ensure that the email address used for this project is one that is accessible by another member of your organization.

Organization Fax #

Please ensure you use the following format: 999-999-9999

* Website Address

Background Information

* Provide a brief description of your organization

Describe the purpose and/or mandate of your organization. Maximum of 100 words.

Word count 0 of 100

If you are applying on behalf of a school, please provide the current enrollment

Year Founded

(yyyy)

Annual Budget:

Number of staff in your organization:

* What is the primary focus of your organization?

Please select the category that best describes your organization:

Are there any other groups involved in the implementation or administration of this initiative?

If yes, please provide the full name of the organization(s) with which you are working.

Primary Contact Information

* Required before final submission

Primary Contact for Organization

Please note: the organization contact and application contact must be two different people. The organization contact should be someone TD FEF can connect with in case of staff turnover. If you are applying as a school, the organization contact must be on-staff at the school at the time of applying.

* Prefix

* First Name

* Last Name

* Title/Position or Affiliation to Organization

* Office Phone

Extension

Home/Other Phone

* E-mail Address

Primary Contact for Application

Please note: the primary contact for the application needs to act as the project lead and have the approval and authority to undertake the project.

* Prefix <Select One> ▾	* First Name <input type="text"/>	* Last Name <input type="text"/>
* Title/Position or Affiliation to Organization <input type="text"/>		
* Office Phone <input type="text"/>	Extension <input type="text"/>	Home/Other Phone <input type="text"/>
* Email Address <input type="text"/>		


Project Information

* Required before final submission

Project Details


* **Project Title**
Maximum of 25 words. More details can be provided in the spaces below. You will have the opportunity to attach any relevant supporting documentation at the end of your application.

Word count 0 of 25

* **Project Description** 
Tell us about your project, and what you plan to do with the grant. If this is an outdoor classroom, naturalization, or community garden project please indicate whether you have permission from the landowner (i.e. School Board, Municipality, etc.) Maximum of 200 words.

Word count 0 of 200

* **What is the primary focus of your project/activity?**

* **What is the environmental issue your project addresses and what will be its impact on community?** 
Why is this project important to the community(s) supported by the specific TD FEF Chapter you're applying to?

Word count 0 of 200

* **What is the total dollar amount of your project budget including funds from other sources?**

* **What is the dollar amount of your request?**

The budget template must be completed to be eligible for a TD FEF grant. Please visit the TD FEF website to download attachment.

Over what period is the project taking place?

* **Project Start Date**

Please note that if your project has already started or if your event is occurring before the board review period, you will not be eligible for a TD FEF grant based on our giving guidelines.

* **Project End Date**

Please note that once you have received the funds, you will have one year to use the funds. Exceptions can be made in certain situations however you must get permission from the Regional Manager in your area.

* **Please indicate the town/city that is closest to the project site.**

* Please indicate the province/territory in which this project is taking place?

<None> ▾

How many volunteers will be involved with the project?

<None> ▾

Additional Project Information

If this project is a subsequent phase of another project funded by TD FEF, please include information on the first phase below and upload pictures on the attachment page of this application.

Word count 0 of 100

* Please give us an itemized list of how TD FEF funds will be allocated and provide the dollar amount per item.

* How would TD FEF be recognized for funding this project?

For example: signage, news release, newsletter, event/activity

Word count 0 of 100

* Are there any volunteer opportunities for TD employees associated with this project? If yes, please describe.

Word count 0 of 100

* How will you share the results of this project with others? Maximum of 200 words.

Word count 0 of 200

* How will you measure the effectiveness of this program? Maximum of 200 words.

What measures are in place to gauge your results? How will you quantify its success?

Word count 0 of 200

Please describe any controversial issues associated with this project (if applicable).

Word count 0 of 100

Comments

Please use this section to briefly mention any relevant points that have not been addressed in the application form. Maximum of 100 words.

Word count 0 of 100

In submitting this application to TD Friends of the Environment Foundation for funding, the applicant agrees that in the event this application is successful, The Toronto-Dominion Bank (TD), will be granted permission that, at its option, TD may publish or otherwise use the applicant's name and project details without limitation and without compensation, in any publicity carried out by TD or its advertising agencies.

Anti-Discrimination Attestation

* Required before final submission

Anti-discrimination Attestation

The TD Friends of the Environment Foundation (TD FEF) prohibits discrimination based on race, national or ethnic origin, color, religion, age, sex, sexual orientation, marital status, family status, veteran status, disability or other characteristic protected by law.

* Do the projects, programs and activities for which you seek funding comply with TD FEF's anti-discrimination policy?

<Select One> ▼

TD FEF reserves the right to exclude organizations and decline donations, gifts or sponsorships as it deems appropriate.

Attachments

* Required before final submission

Attachments

The maximum size for all attachments combined is 25 MB. Please note that files with certain extensions (such as ".exe", ".com", ".vbs", or ".bat") cannot be uploaded. Please upload a single file for each of the required attachments below. If you have multiple documents, please consolidate them into a SINGLE file.

Board of Directors

A list of the organization's Board of Directors/Trustees. Note, if you are applying as a School, Municipality, or Aboriginal band, you are not required to upload a board list; however you must still attach a budget.

Upload

Browse...

Budget

A detailed budget for the project. Please include any secured funding and in-kind budget items. If you need assistance, please contact your local TD FEF Regional Manager. Click here to download the budget template.

Upload

Browse...

Additional Documentation

Any additional documentation that may help us to assess your request for funding, such as site plans, maps, plant lists, relevant letters of support or partnership, etc. If this is an outdoor classroom, naturalization, or community garden project please attach relevant supporting documents, if available (e.g. permission from the landowner).

Upload

Browse...

Save & Finish Later

Submit



Administrative use only	Initial _____
Deposit/cheque date: _____	Posting _____

FINANCIAL TRANSACTION REQUEST FORM

- 1) This request is for a: Deposit ☐ Cheque ☒ (if cheque go to number 6)
- 2) Is this deposit a Program Grant for Administration by SCRRD? Yes ☐ No ☐
(If yes please enclose the Application for the program grant. A 10% administration fee applies)
- 3) Is there a need for a new account for this program? Yes ☐ No ☐
- 4) If deposit is for a partnership program, please specify the program: _____
- 5) Amount of deposit _____
- Cheque Request:**
- 6) Has this cheque been approved at your leadership table? Yes ☒ No ☐
- 7) Is approval documentation is attached with original receipt? Yes ☒ No ☐
NOTE: Approval must accompany requests for cheques
- 8) If cheque is from a partnership program, please specify the program: NH-FF Community Garden
- 9) Amount of cheque _____ Payable to _____
- 10) Submitted By: _____ Title: _____



Watching something grow is good for morale. It helps you believe in yourself.

- Myron S. Kaufmann

Example

Date: _

Fort Frances Community Garden

It is moved by _____, and seconded by _____ that

-



What is the role of a municipal partner and why do I need one?

There is no national registration for non-profit organizations so they must partner with their local municipal body to qualify for funding. If you're selected for funding the cheque will be made payable to the municipal body c/o your project. You must then work with the municipal body to obtain the funds. The municipal body must also sign off on a letter we'll provide you if you're chosen for funding indicating they'll provide you with the funds and control the expenses any way they see fit.

As a municipal partner, can we partner with more than one organization and apply for our own projects too?

Yes, there's no limit to the number of projects a municipal body can partner with. You can also apply for your own projects, but they will be competing against each other.

What is debt reduction?

FCC considers debt reduction to be re-payment of any expenses incurred prior to receiving funding from FCC which typically occurs in the fall. When you apply for funding, keep in mind the project or expenses must not be completed prior to receiving notification of funding or they will be ineligible for funding.

Where can I find more information about the FCC AgriSpirit Fund?

Email us

Travis Rob/Frances
06/02/2014 10:01 AM

To Laurie Witherspoon/Frances@Frances
cc
bcc
Subject Recommendations from the PDEC Meeting This Morning

Hi Laurie,

So three items discussed at PDEC this morning. The first two being Festival of Nations and FFCBC requests regarding the tent at the Sorting Gap. There was two concerns raised by PDEC, the first being liability for maintenance and security of the tent between functions at which point does the Bass Tournament take over from the Festival and will they have site security between the events to insure no one can get into the site and potentially tamper with the tent. The second was that both parties will need to come together and complete a joint building permit application to name both parties responsible for the structure as well as both parties named on the occupancy permit.

The third item was the non agenda request from the Community Garden. This item was discussed at length with the following concerns being brought forward. The condition of the property through the last few growing seasons has been poor, weeds and improper maintenance have began to be the norm. The other concern was in the long term maintenance of any sheds or other structures or walkways, who would be taking responsibility for these buildings for the long term? It was discussed that a written agreement should be in place naming the Northwestern Health Unit responsible for the property and its appearance so that if issues arose there would be named person or organization that we can go to for resolution of the issue. There was also concern with the lack of information provided with the request did not allow the committee to get a full understanding of what they had planned for that site, it would have been nice to have a site plan included showing the proposed locations of the buildings and walkways. It was also suggested that Jolene be invited to the A&F Meeting to further explain the request and answer any questions that may arise.

Please let me know if you have any questions about anything here.

Regards,

Travis

Travis Rob, EIT
Chief Building Official
Facilities/Special Projects Coordinator
Town of Fort Frances
P:(807)274-5323 ext.252
C:(807)275-9757



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/55**

To: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 5, 2014
SUBJECT: Ontario Regulation 284/09 Report – 2014 Budget Matters

BACKGROUND

The Town of Fort Frances is required under the Ontario Regulation 284/09 (O. Reg. 284/09) to report on whether amortization expenses, post employment benefits and solid waste landfill closure and post-closure expenses are included in the budget. The purpose of this report is to explain Ontario Regulation 284/09 and illustrate the impact on the 2014 budget had all of these expenses been included.

Accounting standards and reporting requirements changed dramatically for 2009, the most significant change being the introduction of tangible capital asset accounting. The accounting standards, however, do not require that budgets be prepared on the same basis. The Town of Fort Frances, like most municipalities, continues to prepare budgets based on the traditional cash basis.

For 2011 and subsequent years, the municipality or local board shall before adopting a budget for that year that excludes from their estimated budget expense costs related to amortization expenses, post employment benefit expenses and solid waste landfill closure and post-closure expenses shall prepare a report about the excluded expenses and adopt the report by resolution.

The regulation requires that the report contain information regarding:

- 1) An estimate of the change in the accumulated surplus of the municipality to the end of the year resulting from the exclusion of any of those expenses; and
- 2) An analysis of the estimated impact of the exclusion of any of those expenses on the future tangible capital asset funding requirements of the municipality.

Financial Impact

The Town of Fort Frances developed its 2014 Operating Budget excluding only amortization. The budget this year does include annual post employment benefits and solid waste landfill closure and post-closure expenses.

- 1) The 2014 Operating Budget does not include expense for the amortization of its tangible capital assets estimated in the sum of \$3,905,550. However, the budget did include \$1,194,282.00 (\$2,001,045 less FGT \$806,763) for capital asset replacement as shown in ***Schedule 1*** attached to this report.
- 2) The 2014 Operating Budget includes the estimated cost of the post employment benefit expenses incurred in the current year for any retirees resulting from the 2011 firefighter arbitration award. The Town engaged Morneau Shepell to provide a post-retirement non-pension benefits actuary report providing an accounting valuation as at December 31, 2013 and have projected results to the end of the 2014 and 2015. The post-retirement liability continues to be an unfunded liability.
- 3) The 2014 Operating budget includes the current year expense for landfill closure and post-closure expense, which is estimated at \$39,807. In 2012 EBA Engineering Consultants Ltd. completed a review of our landfill to determine the remaining life of the permitted landfill footprint and provided an update of the closure and post closure liabilities for the site. The Post Landfill Closure Reserve Fund as at December 31, 2013 was \$306,867.90 and estimated to have a closing balance of \$353,615.81 at December 31, 2014.

Schedule 2 to this report provides an analysis of the impact on the 2014 Budget with the inclusion of the above noted expenses.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council receive the Ontario Regulation 284/09 – Budget Matters disclosure report as presented for the 2014 Operating Budget.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to receive the Ontario Regulation 284/09 - Budget Matter disclosure report for the Town of Fort Frances 2014 Budgets as presented.

Town of Fort Frances - Reserve Funds
Estimated Projections to December 31, 2014
Schedule 1

Account Name	G/L Account #	Balance as at Dec. 31/13	%	Interest Earned	2014		
					Contribution to/from Revenue Fund, Donations or FGT Funding	Contributions to Capital Projects as per Capital Budget to	Reserve Balance Projected to December 31, 2014
Handi-Transit Van-MTO Gas Tax	R-L60-0809-0000	21,826.31	0.219%	493.68	7,000.00		29,319.99
Day Care/Toy Library Donations	R-L60-0812-0000	2,512.38	0.025%	56.83			2,569.21
Waterworks/Sanitary Sewer Projects	R-L60-0860-0000	6,524,769.40	65.592%	147,580.92	219,740.00	(543,683.00)	6,348,407.32
Parks & Cemeteries Projects (Parkland/Lion's)	R-L60-0823-0000	45,931.34	0.462%	1,038.90			46,970.24
Public Library & Technology Centre	R-L60-0827-0000	259,919.28	2.613%	5,879.00			265,798.28
Sister Kennedy Centre Projects	R-L60-0832-0000	19,987.99	0.201%	452.10			20,440.09
Post Landfill Closure	R-L60-0851-0000	306,867.90	3.085%	6,940.91	39,807.00		353,615.81
Water Meter Replacement	R-L60-0870-0000	18,725.70	0.188%	423.55	19,533.00		38,682.25
Townshend Theatre	R-L60-0871-0000	83,747.22	0.842%	1,894.24	6,500.00	(11,600.00)	80,541.46
Corporate Vehicles & Equipment	R-L60-0874-0000	1,402,419.82	14.098%	31,720.72	100,000.00	(382,000.00)	1,152,140.54
Corporate Buildings	R-L60-0875-0000	311,497.26	3.131%	7,045.62	450,000.00	(35,293.00)	733,249.88
Corp. Projects Reserve Fund	R-L60-0876-0000	592,850.97	5.960%	13,409.44	500,000.00	(221,706.00)	884,554.41
Corporate Contingency	R-L60-0877-0000	9,134.88	0.092%	206.62	285,000.00		294,341.50
SUB-TOTAL		9,600,190.45		217,142.53	1,627,580.00	(1,194,282.00)	10,250,630.98
Federal Gas Tax	R-L60-0878-0000	347,390.57	3.492%	7,857.47	460,506.90	(806,763.00)	8,991.94
Tax Rate Stabilization (Deferred Revenue)	R-L60-0880-0050		0.000%		663,000.00	(559,396.00)	103,604.00
Library Building (Separate Acct)	R-L61-0828-0000	57,241.43		300.00			37,541.43
Investment Interest				196,925.00			
Solar Project Interest				7,638.00			
B/L 35/96A WPCP Debenture Interest				7,767.00			
Clinic Financing		9,984,822.45		225,000.00	2,751,086.90	(2,560,441.00)	10,400,768.35

Clinic Financing Loan	577,777.44	Clinic Financing Loan	511,110.72
Solar Panel Project Loan	227,738.60	Solar Panel Project Loan	202,176.37
Federal Gas Tax	347,390.57	Federal Gas Tax	8,991.94
Corporate Reserve Funds	1,991,260.03	Corporate Reserve Funds	2,988,060.04
Library Building Reserve Funds	297,160.71	Library Building Reserve Funds	303,339.71
Waterworks Reserve Funds	6,543,495.10	Waterworks Reserve Funds	6,387,089.57
	<u>9,984,822.45</u>		<u>10,400,768.35</u>

2014 BUDGET
PSAB 3150 RECONCILIATION
Schedule 2

Revenues

General Operating	\$22,244,645
Water Operating	2,561,716
Sewer Operating	2,210,871
Capital	6,383,330
	<u>33,400,562</u>

Less

Transfers to Capital from other Funds ¹	(2,001,045)
Transfer to Capital from other Funds ¹ (In-Kind Services)	(181,524)
Transfers to Operating from other Funds ¹	0
Federal Gas Tax Recognized from Deferred Revenue	806,763
Prior Year's Surplus	0
Proceeds from Long-Term Debt ²	0
Total Revenues	<u>\$32,024,756</u>

Expenses

General Operating	22,244,645
Water Operating	2,561,716
Sewer Operating	2,210,871
Capital	6,383,330
	<u>33,400,562</u>

Less

Transfers from Operating to other Funds ³	(1,388,307)
Transfer from Water & Sewer to other Funds ³	(239,273)
Prior Year's Deficit	(63,205)
Capital Expenses	(6,383,330)
Debt Principal Repayments ⁴	(777,718)
Total Expenses	<u>\$24,548,729</u>

Annual Surplus, before exclusion	\$7,476,027
----------------------------------	-------------

Excluded Expenses

Amortization of Tangible Capital Assets	3,905,550
Post Employment Benefits	0
Solid Waste Landfill Closure & Post-closure Expenses	0
Total Excluded exclusions	<u>\$3,905,550</u>

Annual Surplus, after excluded Expenses	\$3,570,477
---	--------------------

NOTES

¹ Transfers from other funds represents transfers from Reserves for Expenditures and is not considered a revenue source under accrual accounting

² Proceeds from debenture issue is a debt financing decision and is considered a liability and not a revenue source under accrual accounting

³ Transfers to other funds represents contributions to reserves and is not considered an expense under accrual accounting

⁴ Debt principal repayments are considered repayments of long-term liabilities and are not an expense under accrual accounting

2014 Budget Summaries

<u>General Division</u>	Revenue	Expenditure	Budget Deficit
Corporate	(\$17,342,135)	\$8,272,447	(\$9,069,688)
Administration & Finance	(\$581,746)	\$1,297,066	\$715,320
Emergency Services	(\$63,134)	\$3,762,714	\$3,699,580
Community Services	(\$2,218,046)	\$3,755,477	\$1,537,431
Operations & Facilities	(\$1,859,284)	\$4,627,763	\$2,768,479
Planning & Development	(\$180,300)	\$529,178	\$348,878
	<u>(\$22,244,645)</u>	<u>\$22,244,645</u>	<u>(\$0)</u>
Capital Budget	<u>(\$6,383,330) *</u>	<u>\$6,383,330</u>	<u>\$0</u>
Water Operating Budget	(\$2,561,716)	\$2,561,716	\$0
Sewer Operating Budget	(\$2,210,871)	\$2,210,871	(\$0)
	<u>(\$4,772,587)</u>	<u>\$4,772,587</u>	<u>(\$0)</u>

* Includes In-Kind Contribution of \$181,524

Amortization Budget

Department	Budget Distribution 2012 Amortization	Actual 2012 Amortization	Budget Distribution 2013 Amortization	Un-Audited Actual 2013 Amortization	Budget Distribution 2014 Amortization
General Government	90,000	102,081.97	105,000	116,315.95	118,800
Fire	50,000	59,127.37	60,000	47,535.46	48,000
Protective Inspection/Control		3,740.34	3,500	4,273.43	4,300
PW Admin/Buildings & Yards				12,404.80	12,500
Roads - Paved	1,050,000	1,421,473.85	1,500,000	1,188,213.24	1,215,000
Roads - Unpaved	40,000	42,249.06	42,500	37,222.27	43,000
Roads Structures	20,000	24,218.14	25,000	24,218.14	25,000
Roads - Winter Control	20,000	22,129.33	23,500	22,129.33	30,000
Sidewalks		236,954.91		230,303.58	235,000
Handi Transit	8,000	9,072.91	15,000	40,331.17	40,300
Parking	0	305.90	0		0
Street Lighting	50,000	67,896.37	75,000	88,700.01	110,000
Air Transportation	60,000	67,895.60	75,000	56,600.53	64,000
Urban Storm Sewer	150,000	151,838.76	160,000	152,804.81	155,000
Rural Storm Sewer		1,537.04	1,500	4,425.27	4,500
Waste Disposal		194.19	0	0.00	
Waste Diversion (Recycling)	5,000	6,759.48	7,000	6,759.48	17,500
Cemeteries	5,000	6,908.71	7,200	9,210.89	12,000
Social & Family Serv	55,000	59,430.68	62,500	64,335.52	65,000
Parks	37,000	44,111.60	45,500	45,246.79	45,500
Recreation	200,000	257,500.20	267,500	270,929.97	285,000
Library	150,000	189,414.25	190,300	189,490.31	190,000
Cultural Services	55,000	78,440.31	7,900	80,760.92	85,000
Planning & Development		272.34	0	156.24	150
Building Inspection Services		2,094.70	2,000	0.00	0
Sanitary Sewer Collection	100,000	148,607.87	158,000	173,785.36	210,000
Sanitary Sewer Treatment	300,000	306,832.74	310,000	291,980.93	295,000
Water Treatment	225,000	256,093.22	260,000	283,505.16	325,000
Water Distribution	230,000	264,866.68	273,100	254,730.32	270,000
	2,900,000	3,832,048.52	3,677,000	3,696,369.88	3,905,550



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/56**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 5, 2014
SUBJECT: Councillor Andrew Hallikas – NWHU Do One Thing Conference

BACKGROUND

Attached is a copy of the Schedule “B” Travel Expense Statement in the amount of \$437.35 and Travel Statement – Mayor/Council Honorarium per diem in the amount of \$375.00 for attendance at the Northwestern Health Unit Do One Thing Conference held May 27 - 28, 2014 in Kenora as submitted by Councillor Andrew Hallikas.

Conference Expenses

1.	Hotel Accommodations	\$249.74
2.	Meals	126.00
3.	Own Vehicle Gas	61.61
4.	Per Diem (2 ½ Days)	<u>375.00</u>
	Total Travel & Per Diem	\$812.35

The registration fee of \$195.00 was paid by the Town resulting in the total cost of \$1,007.35 to attend the NWHU Do One Thing Conference as authorized by Council. The travel expenses and per diem claims are in compliance with the Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-B Schedule ‘A’.

RECOMMENDATION

Administration recommends approval of Schedule “B” Travel Expense Statement and Travel Statement – Mayor/Council Honorarium per diem in the total amount of \$812.35 for attendance at the Northwestern Health Unit Do One Thing Conference held May 27 - 28, 2014 in Kenora as submitted by Councillor Andrew Hallikas.

Council Approval of this Report Will Agree to Administration’s recommendation to approve the per diem and travel claims for Councillor Andrew Hallikas in the amount of \$812.35 to attend the NWHU Do One Thing Conference held in Kenora on May 27 & 28, 2014 as outlined in this report.

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

1.	Attendee	Andrew Hallikas							
2.	Conference/Seminar Attended	Northwestern Health Unit (No just one thing)							
	Location (Facility and City)	Kenora							
	Dates	May 27, 28, 29 - 2014							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation			124.87	124.87			249.74	274.74
	Transportation								
	Breakfast				12.00	12.00			24.00
	Lunch			16.00		16.00			32.00
	Dinner			35.00	35.00				70.00
	Per Diem								
	Other Gas					61.61		61.61	61.68
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
								437.35	462.42
5.	Town Used Vehicle	Yes	<input checked="" type="radio"/> No	Reason	Not efficient to tie up for 3 days for one person				Total
	Mileage Claimed	KM x \$0.47 =							
6.	Approved					Total Expenses	437.35	462.42	
						Advance Received			
						Balance Claimed		437.35	
						Balance Refunded			

The agenda must be attached to process payment

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

May 30 / 14
Date


Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

Date	Treasurer	A / P	Cashier

BEST WESTERN LAKESIDE INN

May 29, 2014
AGENDA ITEM #1



470 1ST AVE. SOUTH
KENORA, ON P9N1W5
Telephone: (807)468-5521 Fax: (807)468-4734

Each Best Western® branded hotel is independently owned and operated

Andrew Hallikas
210 1st St. N
Kenora, ON P9N 2K4

Folio #: 193285
Room Number: 701
Rate: \$109.00
Pay Method: AX4005

Arrival Date: Tuesday, May 27, 2014
Departure Date: Thursday, May 29, 2014

Member #:

Information:

Date	Department	Reference	Voucher	Room	Debit	Credit
5/27/2014	RESTAURANT CHAI		38819009	701	\$75.88	
5/27/2014	Room postings	Auto Posted		701	\$109.00	
5/27/2014	Destination Mkt Fee	Auto Posted		701	\$1.50	
5/27/2014	HST MARKETING F	Auto Posted		701	\$0.20	
5/27/2014	harmonized sales tax	Auto Posted		701	\$14.17	
5/28/2014	RESTAURANT CHAI		39209064	701	\$75.88	
5/28/2014	Room postings	Auto Posted		701	\$109.00	
5/28/2014	Destination Mkt Fee	Auto Posted		701	\$1.50	
5/28/2014	HST MARKETING F	Auto Posted		701	\$0.20	
5/28/2014	harmonized sales tax	Auto Posted		701	\$14.17	
5/29/2014	AMEX	CHECKED-OUTAX4005		701		\$336.86

"Each Best Western® hotel is independently owned and operated" I agree that my liability for all charges is not waived GST#135281855 Thank you for staying with us. Please "Like" us on Facebook.

Signature _____

Balance: \$0.00

\$ 249.74



Fort Frances Husky
800 Kings Highway
Fort Frances ON
(807) 274-7680
GST# 804707339
Retailer ID 4976296
Rct:28287 7220-3
Batch:950-26

CRA - OTTAWA
620290#####0003

Pump# 3
Eth Regular \$61.61
44.042 L x \$1.399/L

AMOUNT \$61.61
HST(Inc Pump) \$7.09

Pre Auth Completion
AMERICAN EXPRESS
AID: A000000025010801
*****4005 C
EXP: **/**
Date: 05/29/2014
Time: 16:27:54
AUTHCODE:864551 722003EC
S099001001006 00 000
TUR: 0000008000 TSI: F800

Approved

Earn FREE fuel fast!
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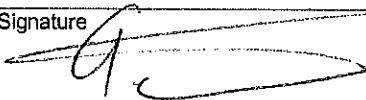
TOWN OF FORT FRANCES - SCHEDULE "E"

TRAVEL WAIVER OF LIABILITY FORM

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

Therefore, the undersigned acknowledges that:

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

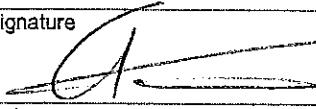
Name (Please Print) <i>Andrew Hallikur</i>	Signature 
Approved	Date

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

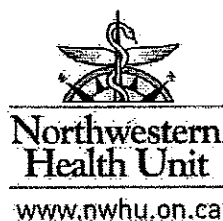
Attendee <i>Andrew Hallikas</i> → <i>Andrew Hallikas</i>	
Conference / Seminar Attended	<i>Northwestern Health Unit "Do just one thing" Conference</i>
Location	<i>Kenora</i>
Dates	<i>May 27, 28, 29, 2014</i>

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		<i>05/27</i>	<i>05/28</i>	<i>05/29</i>				
Amount		<i>\$150.⁰⁰</i>	<i>\$150.⁰⁰</i>	<i>\$75.⁰⁰</i>				<i>\$375.⁰⁰</i>

Name (Please Print) <i>Andrew Hallikas</i>	Signature 
Approved	Date

To be submitted to Payroll for processing when approved by Council



210 First Street North
Kenora, ON P9N 2K4

March 26, 2014

Mayor Roy Avis & Council
Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9

Dear Mayor Avis & Council:

I am pleased to inform you that registration is now open for the Northwestern Health Unit Do One Thing Conference, to be held May 27-28, 2014 at the Whitecap Pavilion in Kenora.

The event is your opportunity to join other professionals from diverse sectors to network with each other and learn more about what influences the health of people in our region. The Do One Thing conference will explore the relationship between the health of individuals, organizations and communities. I look forward to you joining us and contributing your knowledge to our collective discussions.

The time to register is now. You can do this online at: www.DoOneThingConference.ca. Please share this unique learning opportunity with your staff and support participation where possible. I have enclosed an insert that highlights the keynote speakers, conference price, and registration details. This information is also available electronically. Please email talkpublichealth@nwhu.on.ca to request that the online version be sent to you.

In addition to the keynotes, the conference will be our chance to introduce you to our new Medical Officer of Health, Dr. Kit Young-Hoon. Dr. Young-Hoon will be presenting you with the first glimpse of the Northwestern Health Unit 'Do One Thing' campaign. The campaign will encourage people to change their physical activity levels and healthy eating habits and help them become advocates for healthy choices.

You will have the opportunity to tailor your participation in the conference with our various breakout sessions on what makes a healthy community, a healthy workplace, and a successful partnership. Through these small group discussions, facilitated by health unit staff, you will be able to share your experiences as well as gain value from hearing that of others.

Please call or email me with any questions or to talk more about what you can expect at the conference.

Sincerely,

Mark Perrault
Chief Executive Officer



**Northwestern
Health Unit**

www.nwhu.on.ca

For Immediate Release
March 28, 2014

Registration is now open for the Northwestern Health Unit Do One Thing Conference, to be held May 27-28, 2014 at the Whitecap Pavilion in Kenora, ON. The event will bring together health, education and social service providers; municipal representatives; businesses; and other partners to network and learn more about what influences the health of people in our region.

Mark Perrault, CEO of the health unit states "This event is the first of its kind in the region. We are giving partners the opportunity to talk about health, to learn from each other, and to take steps towards improving health in our region". The conference will help the Northwestern Health Unit achieve objectives in their strategic plan: increase awareness of services, strengthen partnerships, and influence healthy eating and physical activity behaviours.

The conference will include the launch of the Northwestern Health Unit's 'Do One Thing' campaign. The campaign will encourage people to change their physical activity levels and eating habits and become advocates for healthy choices.

For \$195 per ticket, conference delegates can expect to hear inspiring keynotes from Mark Brand, Waneek Horn-Miller, Dave Meslin, and local partners who have made an impact on health through the work that they do in the community. The conference fee also includes a ticket to an evening of live entertainment with Canada's own Rick Mercer of CBC's The Rick Mercer Report.

You can find more information and register for the conference online at www.DoOneThingConference.ca.

Additional tickets for Rick Mercer will be available to the public April 15, 2014 on the conference website. The cost is \$40 per ticket.

For more information contact your local Northwestern Health Unit office.

-30-

Mark Perrault
Chief Executive Officer
Northwestern Health Unit
(807) 468-3147 ext. 3260
mperrault@nwhu.on.ca

Do One Thing

One thing,
many rewards



DO ONE THING

May 27-28, 2014 Kenora, ON

REGISTER NOW

DoOneThingConference.ca

Registration is now open for the Northwestern Health Unit Do One Thing Conference, to be held at the Whitecap Pavilion in Kenora.

Participants will learn, network, and engage in discussions about improving the health of our residents through the themes of community, workplace, and partnerships.

Mark Brand
Social entrepreneur



Waneek Horn-Miller
Olympian and expert
on motivational drive



Dave Meslin
Artist and community
catalyst



Rick Mercer
Tuesday evening will
include entertainment
by the Canadian comedian,
host of award-winning CBC
show The Rick Mercer Report



Mark Bowden
Considered one of the
world's foremost authorities
on nonverbal communication



\$195 per ticket

Ticket price includes full conference pass, Rick Mercer LIVE and optional post-conference leadership/communication workshop with Mark Bowden on May 29.

Visit www.DoOneThingConference.ca for full program details and to register.





ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/58

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 5, 2014
SUBJECT: Grad Class of 2014 Congratulatory Messages on 93.1 The Border

BACKGROUND

On June 3, 2014, the attached e-mail request for the 2014 Graduation advertising package was received from Deborah Emes, Advertising Consultant, for 93.1 The Border.

Congratulation messages to the Grad Class of 2014 can be purchased and aired on 93.1 The Border between June 16th and June 29th. Council approved twenty-five (25) 15-second congratulatory messages for the Grad Class of 2013.

RECOMMENDATION

Administration recommends that Council authorize twenty-five (25) 15-second graduation congratulatory messages on 93.1 The Border for the costs of \$150.00 plus applicable taxes.

Council Approval of this Report Will Agree to Administration's recommendation to authorize twenty-five (25) 15-second congratulatory messages to the Grad Class of 2014 on 93.1 The Border for the costs of \$150.00 plus applicable taxes.

Congratulations to the Grad Class of 2014

Congratulate the “Class of 2014”! Show the Grads that you acknowledge their accomplishment. Your “Congrats to the Grads” advertisement will be heard by our grads, their families and friends, each one a potential customer!

Grad Greetings will be run between June 16th and June 29th and all packages are based on 15-second commercials.

If there is a special graduate you would like to acknowledge by name, we would be pleased to do so in your commercial.

15 x 15-second spots - \$115

25 x 15-second spots - \$150

35 x 15-second spots - \$199

*Please respond by email... or call Deb at 274-5341 to indicate your choice/instructions by Wednesday, June 11. **Fax machine currently out of order***

Thanks!

Sign me up! _____ of _____
Name Business



Deborah Emes
<Emes.Deborah@radioabl.ca
>

06/03/2014 01:48 PM

To "Town of Fort Frances (lwitherspoon@fort-frances.com)"
<lwitherspoon@fort-frances.com>

cc

bcc

Subject Grad Greeting Package CFOB

Good Afternoon Laurie,

Attached you will find the 2014 Grad Greeting package for your consideration. Simply pick the package you would like and email back your selection, our fax machine is out of order so feel free to tell me the package you would like, or scan the signed copy and email back.

If you have any questions give me a shout. The message is of congratulations to graduating class from the Mayor and Council.

Thank you and have a great day.
Cheers!

Deborah Emes

Advertising Consultant

93.1 The Border

Office: 807-274-5341

Cell: 807-275-7093

Fax: 807-274-2033

email: emes.deborah@radioabl.ca

This communication and its attachments are confidential and may be privileged. If you are not the intended recipient, please immediately notify the sender and then delete this communication and its attachments without reading or forwarding it. Thank You.



THINK GREEN! before printing this email. Grad Greetings 2014.docx



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/57**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 5, 2014
SUBJECT: Municipal Funding Agreement for 2014 – 2018 Federal Gas Tax Funding

BACKGROUND

In 2005, the Town of Fort Frances entered into an Agreement with the Association of Municipalities of Ontario (AMO) in order to participate in the transfer of Federal Gas Tax as part of the New Deal for Cities and Communities. The Federal Gas Tax revenue allocation, over the five-year period of 2005 to 2009, resulted in \$1,350,974.53 for capital investment in environmentally sustainable municipal infrastructure. On February 19, 2010 we received an Amending Municipal Funding Agreement from AMO, which extends the transfer of Federal Gas Tax revenues for a further four-year period of 2010 to 2013 in the amount of \$1,988,476.24.

Most recently, the Town has received a Municipal Funding Agreement for the Transfer of Federal Gas Tax Funds. The Federal Gas Tax is now a permanent, stable and predictable source of funding for municipal infrastructure. As indicated in Schedule A – Schedule of Fund Payments (page 17), the first five (5) year period will be 2014 to 2018. As of April 1, 2014, municipal infrastructure projects may fall within the following seventeen (17) categories: local roads and bridges (including active transportation), short-sea shipping, short-line rail, regional and local airports, broadband connectivity, public transit, drinking water, wastewater, solid waste, community energy systems, brownfield redevelopment, sport, recreation, culture, tourism, disaster mitigation and capacity building. For costs before April 1, 2014, municipalities are restricted to seven (7) eligible categories being local roads and bridges, public transit, drinking water, wastewater, solid waste, community energy systems, and capacity building. Municipalities must clearly demonstrate that projects are prioritized based in an Asset Management framework, and that total Gas Tax Funding is incremental.

A by-law to authorize entering into a Municipal Funding Agreement for the transfer of Federal Gas Tax Funds is required.

RECOMMENDATION

Administration recommends that Council authorize the preparation of a by-law to enter into a Municipal Funding Agreement with the Association of Municipalities of Ontario (AMO) for the transfer of Federal Gas Tax funding.

Council Approval of This Report will agree to Administration's recommendation of the Administration to authorize a by-law to enter into an Amending Municipal Funding Agreement with AMO for the transfer of Federal Gas Tax revenue which will provide annual stable, reliable and predictable funding for municipal infrastructure purposes.

**MUNICIPAL FUNDING AGREEMENT
FOR THE TRANSFER OF FEDERAL GAS TAX FUNDS**

This Agreement made in duplicate as of 1st day of April, 2014.

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as "AMO")

AND:

THE TOWN OF FORT FRANCES

(a municipal corporation pursuant to the *Municipal Act, 2001*, referred to herein as the "Recipient")

WHEREAS the Government of Canada makes up to \$2 billion per year available for allocation by the Government of Canada for the purpose of municipal, regional and First Nations infrastructure starting in the fiscal year beginning on April 1, 2014 under Section 161 of *Keeping Canada's Economy and Jobs Growing Act*, S.C. 2011, c. 24;

WHEREAS Canada, the Province of Ontario, Ontario municipalities as represented by AMO and Toronto are signatories to the administrative agreement on The Federal Gas Tax Fund on April 1, 2014 (the "Canada-Ontario-AMO-Toronto Agreement"), whereby AMO agreed to administer federal gas tax funds made available to Ontario municipalities, excluding Toronto, pursuant to the Canada-Ontario-AMO-Toronto Agreement on behalf of Canada;

WHEREAS the Canada-Ontario-AMO-Toronto Agreement contains a framework for the transfer of federal gas tax funds to Ontario municipalities represented by AMO and Toronto to provide stable, reliable and predictable funding for municipal infrastructure purposes;

WHEREAS the Recipient wishes to enter into this Agreement in order to participate in the federal Gas Tax Fund;

WHEREAS AMO is carrying out the fund administration and coordinating role in accordance with its obligations set out in the Canada-Ontario-AMO-Toronto Agreement and it will accordingly undertake certain activities and require Recipients to undertake activities as set out in this Agreement.

THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATION

- 1.1 **Definitions.** When used in this Agreement (including the cover and execution pages and all of the schedules), the following terms shall have the meanings

ascribed to them below unless the subject matter or context is inconsistent therewith:

“Agreement” means this Agreement, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.

“Annual Report” means the duly completed report to be prepared and delivered to AMO as described in Section 7.1 and Section 1 of Schedule D.

“Asset Management Plan” means a strategic document that states how a group of assets are to be managed over a period of time. The plan describes the characteristics and condition of infrastructure assets, the levels of service expected from them, planned actions to ensure the assets are providing the expected level of service, and financing strategies to implement the planned actions. The plan may use any appropriate format, as long as it includes the information and analysis required to be in a plan as described in Ontario's Building Together: Guide for Asset Management Plans.

“Association of Municipalities of Ontario (AMO)” means a legally incorporated entity under the *Corporations Act*, 1990 R.S.O. 1990, Chapter c.38.

“Base Amount” means an amount reflecting total municipally-funded capital spending on Infrastructure between January 1, 2000 and December 31, 2004 less: (i) monies raised (during that period) under the *Development Charges Act*, 1997 S.O. 1997, c.27; and (ii) monies received (during that period) by Municipalities under federal and provincial infrastructure programs against which investments of Funds will be measured to ensure that investments of Funds are incremental.

“Canada” means Her Majesty in Right of Canada, as represented by the President of the Queen's Privy Council for Canada, Minister of Infrastructure, Communities and Intergovernmental Affairs.

“Contract” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Eligible Expenditures” means those expenditures described as eligible in Schedule C.

“Eligible Projects” means projects as described in Schedule B.

“Eligible Recipient” means:

- (a) a Municipality or its agent (including its wholly owned corporation); and
- (b) a non-municipal entity, including for profit, non-governmental and not-for profit organizations, on the condition that the Municipality(ies) has (have) indicated support for the project through a formal by-law passed by its (their) council(s)

“Event of Default” has the meaning given to it in Section 12.1 of this Agreement.

“First Agreement” means the Municipal Funding Agreement for the transfer of federal gas tax revenues under the New Deal for Communities entered into by AMO and the TOWN OF FORT FRANCES, with an expiry date of March 31, 2015.

“Funds” mean the Funds made available to the Recipient through the Gas Tax Fund, a program established by the Government of Canada under Section 161 of the *Keeping Canada’s Economy and Jobs Growing Act*, S.C. 2011, c. 24 as amended by Section 233 of the *Economic Action Plan 2013 Act*, No. 1, S.C. 2013, C. 33 or any other source of funding as determined by Canada. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. For greater certainty: (i) Funds transferred to another Municipality in accordance with Section 6.2 of this Agreement, other than as set out in Sections 7.1(a), (c) and (f), are to be treated as Funds by the Municipality to which the Funds are transferred and are not to be treated as Funds by the Recipient; and (ii) any Funds transferred to a non-municipal entity in accordance with Section 6.3 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

“Ineligible Expenditures” means those expenditures described as ineligible in Schedule C.

“Infrastructure” means municipal or regional, publicly or privately owned, tangible capital assets primarily for public use or benefit in Ontario.

“Lower Tier Municipality” means a municipality that forms part of an upper-tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001* S.O. 2001 c.25.

“Municipal Fiscal Year” means the period beginning January 1st of a year and ending December 31st of the same year.

“Municipality” and “Municipalities” means every municipality as defined under the *Municipal Act, 2001* S.O. 2001 c.25.

“One Investment Program” means the co-investment program operated jointly by Local Authority Services, an incorporated subsidiary of AMO and CHUMS Financing Corporation, an incorporated wholly-owned subsidiary of the Municipal Finance Officers’ Association of Ontario.

“Outcomes Report” means the report prepared and delivered to AMO by the Recipient by March 31, 2017 and again by March 31, 2022 which reports on how Funds are supporting progress towards achieving the program benefits, more specifically described in Schedule D.

“Oversight Committee” means the committee established to monitor the overall implementation of the Canada-Ontario-AMO-Toronto Agreement.

“Parties” means AMO and the Recipient.

“Recipient” has the meaning given to it on the first page of this Agreement.

“Third Party” means any person or legal entity, other than the Parties to this Agreement who participates in the implementation of an Eligible Project by means of a Contract.

“Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 6.2 and delivered to AMO in accordance with that section.

“Unspent Funds” means the amount reported as unspent by the Recipient as of December 31, 2013 as submitted in the Recipient’s 2013 Annual Expenditure Report (as defined under the First Agreement).

“Upper Tier Municipality” means a Municipality of which two or more lower-tier municipalities form part for municipal purposes, as defined under the *Municipal Act, 2001* S.O. 2001 c.25.

1.2 Interpretations:

Herein, etc. The words “herein”, “hereof” and “hereunder” and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.

Currency. Any reference to currency is to Canadian currency and any amount advanced, paid or calculated is to be advanced, paid or calculated in Canadian currency.

Statutes. Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

Gender, singular, etc. Words importing the masculine gender include the feminine or neuter gender and words in the singular include the plural, and vice versa.

2. TERM OF AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall be in effect from the date set out on the first page of this Agreement, up to and including March 31, 2024.
- 2.2 **Review.** This Agreement will be reviewed by AMO by December 31, 2018.
- 2.3 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.

- 2.4 **Notice.** Any of the Parties may terminate this Agreement on two (2) years written notice.
- 2.5 The Parties agree that the First Agreement, including section 15.4 thereof, is hereby terminated. Notwithstanding the termination of the First Agreement, including section 15.4, the reporting and indemnity obligations of the Recipient thereunder with respect to expended Funds governed by the First Agreement as set forth in sections 5, 7, 10.4, 10.5 and 10.6 of the First Agreement shall survive the said termination.

3. RECIPIENT REQUIREMENTS

- 3.1 **Communications.** The Recipient will comply with all requirements outlined in Schedule E, including:
- (a) Providing upfront project information on an annual basis for communications purposes;
 - (b) Including Canada in local project communications; and
 - (c) Installing federal project signs.
- 3.2 **Incrementality.** Any Funds that the Recipient may receive from Canada are not intended to replace or displace existing sources of funding for the Recipient's tangible capital assets. The Recipient will ensure that its total annual expenditures on tangible capital assets over the life of the Agreement, on average, will not be less than the Base Amount.
- 3.3 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with the Agreement on Internal Trade and applicable international trade agreements, and all other applicable laws.
-
- (a) The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

4. ELIGIBLE PROJECTS

- 4.1 **Eligible Project Categories.** Eligible Projects include investments in Infrastructure for its construction, renewal or material enhancement in the categories of public transit, local roads and bridges, wastewater, water, solid waste, community energy systems, capacity building, local and regional airports, short-line rail, short-sea shipping, disaster mitigation, broadband connectivity, brownfield redevelopment, cultural, tourism, sport and recreational infrastructure, as more specifically described in Schedule B and Schedule C.
- 4.2 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule B and Schedule C.

5. ELIGIBLE EXPENDITURES

- 5.1 **Eligible Expenditures.** Schedule C sets out specific requirements for Eligible and Ineligible Expenditures.
- 5.2 **Discretion of Canada.** Subject to Section 5.1, the eligibility of any items not listed in Schedule B and/or Schedule C to this Agreement is solely at the discretion of Canada.
- 5.3 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement, and will no longer be governed by the terms and conditions of the First Agreement.
- 5.4 **Reasonable Access.** The Recipient shall allow AMO and Canada reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Canada or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 5.5 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures in accordance with the Recipient's municipal records retention by-law and, upon reasonable notice, make them available to AMO and Canada.

6. FUNDS

- 6.1 **Allocation of Funds.** AMO will allocate and transfer Funds that Canada may make available for Ontario Municipalities to Recipients on a *per capita* basis with allocations made on a 50:50 basis to upper-tier and lower-tier Municipalities, where they exist.
-
- 6.2 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the "Transferee Municipality"):
 - (a) The allocation and transfer shall be authorized by by-law (a "**Transfer By-law**"). The Transfer By-law shall be passed by the Recipient's council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year specified in the Transfer By-law.
 - (b) The Recipient is still required to submit an Annual Report in accordance with Sections 7.1 (a), (c) and (f) hereof with respect to the Funds transferred.
 - (c) No transfer of Funds pursuant to this Section 6.2 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to

assume all of the Recipient's obligations under this Agreement with respect to the Funds transferred; in a form satisfactory to AMO.

- 6.3 **Transfer of Funds to a non-municipal entity.** Where a Recipient decides to support an Eligible Project undertaken by an Eligible Recipient that is not a Municipality:
- (a) The provision of such support shall be authorized by a by-law (a "Non-municipal Transfer By-law"). The Non-municipal Transfer By-law shall be passed by the Recipient's council and submitted to AMO as soon as practicable thereafter. The Non-municipal Transfer By-law shall identify the Eligible Recipient, and the amount of Funds the Eligible Recipient is to receive for that Eligible Project.
 - (b) The Recipient shall continue to be bound by all of the provisions of this Agreement notwithstanding any such transfer.
 - (c) No transfer of Funds pursuant to this Section 6.3 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to AMO a written undertaking to assume all of the Recipient's obligations under this Agreement with respect to the Funds transferred, in a form satisfactory to AMO.
- 6.4 **Use of Funds.** The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.
- 6.5 **Schedule of payout of Funds.** The Recipient agrees that all Funds are to be transferred by AMO to the Recipient as set out in Schedule A. Subject to Section 6.14, AMO will transfer Funds twice yearly, on or before the dates agreed upon by Canada and AMO, and, more specifically on the basis set out in Schedule A.
-
- 6.6 **Use of Funds.** The Recipient will deposit the Funds in a dedicated reserve fund or other separate distinct interest bearing account or invest the Funds through the One Investment Program or any other eligible investment permitted by the *Ontario Municipal Act, 2001* and shall retain the Funds in such reserve fund, account or investment until the Funds are expended or transferred in accordance with this Agreement. The Recipient shall ensure that:
- (a) any investment of unexpended Funds will be in accordance with Ontario law and the Recipient's investment policy; and,
 - (b) any interest earned on Funds will only be applied to Eligible Expenditures for Eligible Projects, more specifically on the basis set out in Schedule B and Schedule C.
- 6.7 **Funds advanced.** Funds transferred by AMO to the Recipient shall be expended by the Recipient in respect of Eligible Expenditures within five (5) years after the end of the year in which Funds were received. Unexpended Funds shall not be retained beyond such five (5) year period. AMO reserves the right to declare that Unexpended Funds after five (5) years become a debt to

Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.

- 6.8 **Expenditure of Funds.** The Recipient shall expend all Funds by December 31, 2028.
- 6.9 **GST & HST.** The use of Funds is based on the net amount of goods and services tax or harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.
- 6.10 **Limit on Canada's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.
- 6.11 **Federal Funds.** The Recipient agrees that any Funds received will be treated as federal funds for the purpose of other federal infrastructure programs.
- 6.12 **Stacking.** If the Recipient is receiving federal funds under other federal infrastructure programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum federal contribution limitation set out in any other federal infrastructure program agreement made in respect of that Eligible Project shall continue to apply.
- 6.13 **Withholding Payment.** AMO may withhold payment of Funds where the Recipient is in default of compliance with any provisions of this Agreement.
- 6.14 **Insufficient funds provided by Canada.** Notwithstanding Section 2.4, if Canada does not provide sufficient funds to continue the Funds for any Municipal Fiscal Year during which this Agreement is in effect, AMO may terminate this Agreement.

7. REPORTING REQUIREMENTS

- 7.1 **Annual Report.** The Recipient shall report in the form in Schedule D due by March 31st following each Municipal Fiscal Year on:
 - (a) the amounts received from AMO under this Agreement in respect of the previous Municipal Fiscal Year;
 - (b) the amounts received from another Municipality;
 - (c) the amounts transferred to another Municipality;
 - (d) amounts paid by the Recipient in aggregate for Eligible Projects;
 - (e) amounts held at year end by the Recipient in aggregate, including interest, to pay for Eligible Projects;
 - (f) indicate in a narrative the progress that the Recipient has made in meeting its commitments and contributions; and,

- (g) a listing of all Eligible Projects that have been funded, indicating the location, investment category, project description, amount of Funds and total project cost.

7.2 **Outcomes Report.** The Recipient shall account in writing for outcomes achieved as a result of the Funds through an Outcomes Report to be submitted to AMO. Specifically the Outcomes Report shall describe, in a manner to be provided by AMO, the degree to which investments in each Eligible Project are supporting progress towards achieving:

- (a) beneficial impacts on communities of completed Eligible Projects; and
- (b) enhanced impact of Funds as a predictable source of funding.

8. ASSET MANAGEMENT

8.1 **Asset Management Plan.** The Recipient will develop and implement an Asset Management Plan prior to December 31, 2016.

8.2 **Outcomes.** On a date and in a manner to be determined by AMO, the Recipient will provide a report to AMO demonstrating that Asset Management Plans are being used to guide infrastructure planning and investment decisions and how Funds are being used to address priority projects.

9. RECORDS AND AUDIT

9.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles (GAAP) in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Canadian Institute of Chartered Accountants or any successor institute, applied on a consistent basis.

9.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice, the Recipient shall submit all records and documentation relating to the Funds to AMO and Canada for inspection or audit.

9.3 **External Auditor.** AMO and/or Canada may request, upon written notification, an audit of Eligible Project or an Annual Report. AMO shall retain an external auditor to carry out an audit of the material referred to in Sections 5.4 and 5.5 of this Agreement. AMO shall ensure that any auditor who conducts an audit pursuant to this Section of this Agreement or otherwise, provides a copy of the audit report to the Recipient and Canada at the same time that the audit report is given to AMO.

10. INSURANCE AND INDEMNITY

- 10.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 6 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking Eligible Projects, including, where appropriate and without limitation, property, construction and liability insurance, which insurance coverage shall identify Canada and AMO as additional insureds for the purposes of the Eligible Projects.
- 10.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall provide AMO with a valid certificate of insurance that confirms compliance with the requirements of Section 10.1. No Funds shall be expended or transferred pursuant to this Agreement until such certificate has been delivered to AMO.
- 10.3 **AMO not liable.** In no event shall Canada or AMO be liable for:
- (a) any bodily injury, death or property damages to the Recipient, its employees, agents or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents or consultants, arising out of or in any way related to this Agreement; or
 - (b) any incidental, indirect, special or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents or consultants arising out of any or in any way related to this Agreement.
- 10.4 **Recipient to Compensate Canada.** The Recipient will ensure that it will not, at any time, hold Canada, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Canada, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to the Funds or an Eligible Project. The Recipient's obligation to compensate as set out in this section does not apply to the extent to which such claims or losses relate to the negligence of an officer, servant, employee, or agent of Canada in the performance of his or her duties.
- 10.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an "Indemnatee"), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnatee incurred by any Indemnatee or asserted against any Indemnatee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

- (a) the Funds;
- (b) the Recipient's Eligible Projects, including the design, construction, operation, maintenance and repair of any part or all of the Eligible Projects;
- (c) the performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees and agents, or by a Third Party, its officers, servants, employees, or agents; and
- (d) any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees or agents.

11. TRANSFER AND OPERATION OF MUNICIPAL INFRASTRUCTURE

- 11.1 **Reinvestment.** The Recipient will invest into Eligible Projects, any revenue that is generated from the sale, lease, encumbrance or other disposal of an asset resulting from an Eligible Project where such disposal takes place within five (5) years of the date of completion of the Eligible Project.
- 11.2 **Notice.** The Recipient shall notify AMO in writing 120 days in advance and at any time during the five (5) years following the date of completion of an Eligible Project if it is sold, leased, encumbered or otherwise disposed of.
- 11.3 **Public Use.** The Recipient will ensure that Infrastructure resulting from any Eligible Project that is not sold, leased, encumbered or otherwise disposed of, remains primarily for public use or benefit.

12. DEFAULT AND TERMINATION

- 12.1 **Event of Default.** AMO may declare in writing that an event of default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an event of default has occurred unless it has first consulted with the Recipient. Each and every one of the following events is an "Event of Default":
 - (a) failure by the Recipient to deliver in a timely manner an Annual Report or Outcomes Report.
 - (b) delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement.
 - (c) failure by the Recipient to co-operate in an external audit undertaken by AMO or its agents.
 - (d) delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement.
 - (e) failure by the Recipient to expend Funds in accordance with Section 6.7.

- 12.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 12.3 **Remedies on default.** If AMO declares that an Event of Default has occurred under Section 12.1, after thirty (30) calendar days from the Recipient's receipt of the notice of an Event of Default, it may immediately terminate or suspend its obligation to pay the Funds. If AMO suspends payment, it may pay suspended Funds if AMO is satisfied that the default has been cured.
- 12.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.

13. CONFLICT OF INTEREST

- 13.1 **No conflict of interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from the Funds, the Unspent Funds, and interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

14. NOTICE

- 14.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by facsimile or email to the addresses, the facsimile numbers or email addresses set out in Section 14.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by facsimile shall be deemed to have been given when sent; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by facsimile or email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.
- 14.2 **Representatives.** The individuals identified in Section 14.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.
- 14.3 **Addresses for Notice.** Further to Section 14.1 of this Agreement, notice can be given at the following addresses:

(a) If to AMO:

Executive Director
Federal Gas Tax Fund Agreement
Association of Municipalities of Ontario
200 University Avenue, Suite 801
Toronto, ON M5H 3C6

Telephone: 416-971-9856
Facsimile: 416-971-6191
Email: gastax@amo.on.ca

(b) If to the Recipient:

Laurie Witherspoon
Treasurer
Town of Fort Frances
320 Portage Avenue,
Fort Frances, ON P9A 3P9
Telephone: (807) 274-5323 x248
Facsimile: (807) 274-8479
Email: lwitherspoon@fort-frances.com

15. MISCELLANEOUS

- 15.1 **Counterpart Signature.** This Agreement may be signed in counterpart, and the signed copies will, when attached, constitute an original Agreement.
- 15.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.
- 15.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 15.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable in Ontario.
- 15.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 5, 6.7, 6.8, 7, 10.4, 10.5, 11, 12.4 and 15.8.

- 15.6 **AMO, Canada and Recipient independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-agent relationship or employer-employee relationship in any way or for any purpose whatsoever between Canada and the Recipient, between AMO and the Recipient, between Canada and a Third Party or between AMO and a Third Party.
- 15.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee or agent of Canada or AMO.
- 15.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 15.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.

16. SCHEDULES

- 16.1 This Agreement, including:

- Schedule A Schedule of Fund Payments
- Schedule B Eligible Project Categories
- Schedule C Eligible and Ineligible Expenditures
- Schedule D Reporting
- Schedule E Communications

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

17. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, sealed and delivered this Agreement on the date set out on the front page.

RECIPIENT'S NAME:

TOWN OF FORT FRANCES

By:

Name:

Date

Title:

Affix
Corporate
Seal

Name:
Title:

Date

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

Affix
Corporate
Seal

By: _____
Title: Executive Director

Date

In the presence of:

Witness:
Title:

Date

SCHEDULE A**SCHEDULE OF FUND PAYMENTS****RECIPIENT'S NAME: TOWN OF FORT FRANCES**

The following represents an estimate of the Funds and schedule of payments for the first five (5) years of the Agreement.

Year	Schedule of Fund Payments	
	Payment #1	Payment #2
2014	\$230,253.45	\$230,253.45
2015	\$230,253.45	\$230,253.45
2016	\$241,766.13	\$241,766.12
2017	\$241,766.13	\$241,766.12
2018	\$253,278.80	\$253,278.79

An estimate of the Funds and schedule of payments for the latter five (5) years of the Agreement (2019-2023) will be provided following the review and amendment procedures specified in Section 2.2 and 2.3.

SCHEDULE B

ELIGIBLE PROJECT CATEGORIES

Eligible Projects include investments in Infrastructure for its construction, renewal or material enhancement in each of the following categories:

1. Local roads and bridges – i.e. roads, bridges, tunnels, highways and active transportation infrastructure (active transportation refers to investments that support active methods of travel. This can include: cycling lanes and paths, sidewalks, hiking and walking trails).
 2. Public transit – i.e. a shared passenger transport system which is available for public use.
 3. Drinking Water – i.e. drinking water conservation, collection, treatment and distribution systems.
 4. Wastewater – i.e. wastewater and storm water collection, treatment and management systems.
 5. Solid waste – i.e. solid waste management systems including the collection, diversion and disposal of recyclables, compostable materials and garbage.
 6. Community energy systems – i.e. infrastructure that generates or increases the efficient usage of energy.
 7. Capacity building - i.e. investments related to strengthening the ability of Municipalities to develop long-term planning practices.
 8. Short-sea shipping – i.e. infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean.
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9. Short-line rail – i.e. railway related infrastructure for carriage of passengers or freight.
 10. Regional and local airports – i.e. airport-related infrastructure (excludes the National Airport System).
 11. Broadband connectivity – i.e. infrastructure that provides internet access to residents, businesses, and/or institutions in Canadian communities.
 12. Brownfield Redevelopment i.e. remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes:
 - (a) the construction of public infrastructure as identified in the context of any other eligible category referred to in this Schedule, and/or;
 - (b) the construction of municipal use public parks and publicly-owned social housing.

13. Sport Infrastructure – i.e. amateur sport infrastructure (excludes facilities, including arenas, which would be used as the home of professional sports teams or major junior hockey teams (e.g. Junior A)).
14. Recreational Infrastructure - i.e. recreational facilities or networks.
15. Cultural Infrastructure – i.e. infrastructure that supports arts, humanities, and heritage.
16. Tourism Infrastructure – i.e. infrastructure that attracts travelers for recreation, leisure, business or other purposes.
17. Disaster mitigation – i.e. infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters.

Note: Investments in health infrastructure (hospitals, convalescent and senior centres) are not eligible.

SCHEDULE C

ELIGIBLE AND INELIGIBLE EXPENDITURES

1. Eligible Expenditures

1.1 Eligible Expenditures of Recipients will be limited to the following:

- (a) the expenditures associated with acquiring, planning, designing, constructing or renovating a tangible capital asset, as defined by Generally Accepted Accounting Principles (GAAP), and any related debt financing charges specifically identified with that asset;
- (b) for capacity building category only, the expenditures related to strengthening the ability of Municipalities to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - (i) studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - (ii) training directly related to asset management planning; and,
 - (iii) long-term infrastructure plans.
- (c) the expenditures directly associated with joint federal communication activities and with federal project signage.

1.2 **Employee and Equipment Costs:** The incremental costs of the Recipient's employees or leasing of equipment may be included as Eligible Expenditures under the following conditions:

-
- (a) the Recipient is able to demonstrate that it is not economically feasible to tender a contract;
 - (b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
 - (c) the arrangement is approved in advance and in writing by the Oversight Committee.

1.3 **AMO as Agreement Administrator:** Up to 0.5% of the total funds will be used by AMO to undertake the administrative responsibilities to implement the Agreement and to undertake related capacity building and program delivery including expenditures associated with communication activities such as public project announcements and signage. Canada will review and accept AMO's detailed business case submitted in accordance with the Canada-Ontario-AMO-Toronto Agreement prior to undertaking the administrative and related activities.

2. Ineligible Expenditures

The following are deemed Ineligible Expenditures:

- (a) project expenditures incurred before April 1, 2005;
- (b) project expenditures incurred before April 1, 2014 for the following Eligible Project categories:
 - (i) regional and local airports;
 - (ii) short-line rail;
 - (iii) short-sea shipping;
 - (iv) disaster mitigation;
 - (v) broadband connectivity;
 - (vi) brownfield redevelopment;
 - (vii) cultural infrastructure;
 - (viii) tourism infrastructure;
 - (ix) sport infrastructure; and
 - (x) recreational infrastructure.
- (c) the cost of leasing of equipment by the Recipient, any overhead costs, including salaries and other employment benefits of any employees of the Recipient, its direct or indirect operating or administrative costs of Recipients, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with Eligible Expenditures above;
- (d) taxes for which the Recipient is eligible for a tax rebate and all other costs eligible for rebates;
- (e) purchase of land or any interest therein, and related costs;
- (f) legal fees; and
- (g) routine repair and maintenance costs.

SCHEDULE D**REPORTING****1. Annual Report**

By March 31st of each year, the Recipient will provide to AMO an Annual Report in an electronic format deemed acceptable to AMO, consisting of the following:

- (a) Financial Reporting Table: The financial report table will be submitted in accordance with the following template:

Annual Report Financial Table	Annual	Cumulative
	20xx	2014 - 20xx
Opening Balance ¹	\$xxx	
Received from AMO	\$xxx	\$xxx
Interest Earned	\$xxx	\$xxx
Received from a Municipality	\$xxx	\$xxx
Transferred to a Municipality	(\$xxx)	(\$xxx)
Spent on Eligible Projects (for each Eligible Project category)	(\$xxx)	(\$xxx)
Closing Balance of unspent funds	\$xxx	

- (b) Project List: The Recipient will provide to AMO a project list submitted in accordance with the following template:

Recipient	Project Title	Project Description	Eligible Project category	Total Project Cost	Funds (GTF) Spent	Completed
						(Yes/No/Ongoing)
						(Yes/No/Ongoing)
						(Yes/No/Ongoing)
						(Yes/No/Ongoing)

¹For the 2014 *Annual Report* this means the amount reported as unspent by the *Recipient* at December 31, 2013 as reported in the 2013 *Annual Expenditure Report* (as defined under the First Agreement).

2. Project Outcomes.

The Outcomes Report shall outline, in a manner to be provided by AMO, the degree to which investments in each project are supporting progress towards achieving:

- (a) Beneficial impacts on communities of completed Eligible Projects; and
- (b) Enhanced impact of Funds as a predictable source of funding.

3. Asset Management Outcomes.

On a date and in a manner to be determined by AMO, the Recipient will provide a report to AMO demonstrating that Asset Management Plans are being used to guide infrastructure planning and investment decisions and how Funds are being used to address priority projects.

SCHEDULE E

COMMUNICATIONS PROTOCOL

1. **Purpose.** The provisions of this Communications Protocol apply to all communications activities related to any Funds and Eligible Projects. Communications activities may include, but are not limited to, public or media events, news releases, reports, web articles, blogs, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, award programs, and multi-media products.
2. **Information Sharing.** The Recipient agrees to provide AMO with upfront information on planned Eligible Projects and Eligible Projects in progress on an annual basis, in an electronic format deemed acceptable by AMO, by March 31. Information will include, at a minimum: Eligible Project name, Eligible Category, Eligible Project description, total budgeted federal contribution (gas tax) and anticipated start date.
3. **Project Signage**
 - 3.1 The Recipient may have a sign recognizing its contribution to Eligible Projects.
 - 3.2 At Canada's request, the Recipient will install a federal sign to recognize federal funding at Eligible Project site(s). Federal sign design, content and installation guidelines will be provided by Canada.
 - 3.3 Where the Recipient decides to install a permanent plaque or other suitable marker with respect to an Eligible Project, it must recognize the federal contribution to the Eligible Project and be approved by Canada.
 - 3.4 The Recipient is responsible for the production and installation of Eligible Project signage, or as otherwise agreed upon.
 - 3.5 The Recipient agrees to inform AMO of signage installations, in a manner determined by AMO.
4. **Media Events and Announcements for Eligible Projects**
 - 4.1 The Recipient agrees to have regular announcements of Eligible Projects that are benefitting from the Funds that may be provided by Canada. Key milestones may be marked by public events, news releases and/or other mechanisms.
 - 4.2 Media events and announcements include, but are not limited to, news conferences, public announcements, official events or ceremonies, and news releases.
 - 4.3 Canada, AMO or the Recipient, may request a media event or announcement.
 - 4.4 Media events and announcements related to Eligible Projects will not occur without the prior knowledge and agreement of AMO, Canada and the Recipient. AMO as administrator will ensure prior knowledge and agreement of other signatories to the Canada-Ontario-AMO-Toronto Agreement.

- 4.5 Canada, AMO or the Recipient in requesting a media event or an announcement will provide at least 21 working days' notice to the Parties of their intention to undertake such an event. The event will take place at a date and location that is mutually agreed to by the Recipient, AMO and Canada. The AMO, Canada and the Recipient will have the opportunity to participate in such events through a designated representative. Each participant will choose its designated representative.
 - 4.6 The conduct of all joint media events, announcements and products will follow the Table of Precedence for Canada as outlined at the current Government of Canada website.
 - 4.7 All joint communications material related to media events and announcements must be approved by Canada and recognize the funding of all contributors.
 - 4.8 All joint communications material must reflect Canada's policy on official languages and the federal identity program.
5. **Program Communications**
- 5.1 The Recipient may include messaging in its own communications products and activities with regards to the use of Funds.
 - 5.2 When undertaking such activities, the Recipient will provide the opportunity for AMO and Canada to participate and will recognize the funding of all contributors.
 - 5.3 Canada and AMO agree that they will not unreasonably restrict the Recipient from: (i) using, for its own purposes, public communications products related to the Funds prepared by Canada or AMO ("**Communication Products**") or, (ii) linking to web-based Communication Products.
 - 5.4 Notwithstanding Section 4 of Schedule E, Canada retains the right to meet its obligations to communicate information to Canadians about the use of Funds through communications products and activities.
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6. **Operational Communications**
- 6.1 The Recipient is solely responsible for operational communications with respect to the Eligible Projects, including but not limited to, calls for tender, construction and public safety notices. Operational communications as described above are not subject to the federal official languages policy.
 - 6.2 The Recipient will share information promptly with Canada and AMO should significant emerging media or stakeholder issues relating to an Eligible Project arise. AMO will advise Recipients, when appropriate, about media inquiries received by it concerning an Eligible Project and, when appropriate, other signatories to the Canada-Ontario-AMO-Toronto Agreement will advise the Recipient about media inquiries, concerning an Eligible Project.
7. **Communicating Success Stories.** The Recipient agrees to communicate with Canada and AMO for the purposes of collaborating on communications activities and produces

including but not limited to Eligible Project success stories, Eligible Project vignettes, and Eligible Project start-to-finish features.

8. **Advertising Campaigns.** Recognizing that advertising can be an effective means of communication with the public, the Recipient may, at its own cost, organize an advertising or public information campaign related to the use of the Funds or the Eligible Projects. However such a campaign must respect the provisions of this Agreement. In the event of such a campaign, the Recipient agrees to inform Canada and AMO of its intention, and to inform them no less than 21 working days prior to the campaign launch.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2014/59**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 4, 2014
SUBJECT: BIA 2014 Budget & Levy

BACKGROUND

The BIA have forwarded their 2014 Budget requirement for the purpose of levying and collection of a special charge of taxes upon the Business Improvement Area as provided for under Section 208 of the *Municipal Act, 2001*.

The BIA levy in the amount of \$45,000.00 is required by the Board of Management of the Business Improvement Area for the year 2014 as shown in Schedule "A" to support their approved budget of \$99,898.00 as submitted. The tax rates for the special charge, based on the 2014 tax ratios, are set out in Schedule "B" as attached to this report.

RECOMMENDATION

Administration recommends approval of the 2014 budget estimates in the amount of \$99,989.00 as submitted by the Downtown Scott Street BIA, and approves the tax rates to support the BIA special charge levy in the amount of \$45,000.00. Further that an authorizing By-Law be brought forward to the June 9, 2014 Council Meeting.

<p>Council Approval of This Report Will approve the 2014 BIA Budget and authorize that a by-law setting the 2014 BIA tax rates, levy and collection be brought forth.</p>

FORT FRANCES BUSINESS IMPROVEMENT ASSOCIATION BUDGET FOR 2014

	Account Number	2013 Budget	2013 Actual	2014 Budget
Revenue:				
BIA Taxation - Commercial	B-055-0140-0014	(44,377)	(44,377.07)	(44,681)
BIA Taxation - Industrial	B-055-0150-0014	(307)	(306.94)	(319)
BIA Supp/Omit - Commercial	B-055-0122-0014	10,700		
W/O Vacancy Rebates	B-055-0122-0024	650	520.23	
W/O Charity Rebates	B-055-0122-4512	650	1,380.33	1,400
Exp. Grant	B-823-0430-0411			
RRFDC Grant (Project/Advertising)	B-823-0430-0410			
Expense Recoveries (Other Income)	B-823-0430-0589			
Associate Membership	B-823-0430-0641			
Promotions Income	B-823-0430-0688			
Prior Year Accumulated Surplus	B-L80-0000-0000	(42,524)	(42,523.56)	(56,389)
		(75,208)	(85,307.01)	(99,989)
Expenditures:				
Vacation, Stats, Etc.	B-823-1101-1115		102.45	
WSIB	B-823-1101-1122		59.67	
CPP	B-823-1101-1123		78.56	
EI	B-823-1101-1124		70.12	
EHT	B-823-1101-1129		51.95	
Part-time Salaries/Wages	B-823-1101-1130	4,000	2,791.25	4,000
Telephone/Communications	B-823-1200-1251	500	1,099.07	1,100
Postage	B-823-1200-1252	200		200
Office Supplies	B-823-1400-1410	500	199.34	500
Meeting Expenses	B-823-1500-1532	100		200
Office Equipment Rental	B-823-1500-1543	100		100
Office Rental	B-823-1500-1552	2,034	1,831.68	2,034
Advertising & Public Notice	B-823-1500-1591	12,000	11,902.97	14,000
Events/Activities	B-823-1500-1593	2,000	551.05	2,000
Banners & Poles	B-823-1900-1902	500		500
Christmas Decorations	B-823-1900-1903	1,000	3,043.79	5,000
Mural Project	B-823-1900-1907	2,750		2,750
Future Projects	B-823-1900-1906	42,524		59,605
Electrical	B-823-2740-1420			
Soil/Plants/Trees	B-823-2740-1440	3,000	7,135.85	4,000
Grounds Maintenance (Mural)	B-823-2740-1545	1,000		1,000
Planters, Banner & Poles Materials	B-823-2750-1471	3,000		3,000
		75,208	28,917.75	99,989
Accumulated (Surplus)/Deficit	B-L80-0000-0000	-	(56,389.26)	-

Schedule "B" to By-Law No.

2014 BIA TAX RATES

Class	RTC/ RTQ	2014	Tax Rate Discount	Discounted CVA	Tax Ratios	Weighted CVA	Effective Tax Rate	2014 BIA Tax Levy
Commercial	CT	9,695,665	1	9,695,665	1.980000	19,197,417	0.00460831	44,680.61
Industrial	IT	50,000	1	50,000	2.744534	137,227	0.00638771	319.39
Total		9,745,665		9,745,665		19,334,643		45,000.00

Base Rate $\frac{45,000.00}{19,334,643}$ Dollars Required
Weighted Assessment

0.002327428 Base Rate equal to tax ratio of 1

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
(April 2014)

**STAFFING:**

See Operations Statistics (April) 2014 prepared by M. Strachan, Superintendent of Transportation

OVERTIME HOURS - Equivalent Straight Time Hours

See Operations Statistics (April) 2014 prepared by M. Strachan, Superintendent of Transportation

WATER DISTRIBUTION:Water Main Breaks:

- Number of water main breaks: Six (6)
 - Mosher Ave. at Church St., 1336 Colonization Rd. W., Armit Ave. at Front St., 1602 Colonization Rd. W.
 - 1108 Christie Ave. N. and 116 First St. E.

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of main valve repairs: None

Main Valve Replacements:

- Number of main valve replacements: One (1)
 - Armit Ave. at Front St. (VAL330)

Water Service Breaks:

- Number of water service breaks: Two (2)
 - 310 Church St. and 421 Sixth St. W.

Water Service Repairs:

- Number of water main valve repairs: None

Water Service Terminations:

- Number of water service repairs: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twelve (12)
 - 418 Scott St., 1007 Williams Ave., 1022 Williams Ave., 838 Third St. E., 622 Third St. E.,
 - 1205 Elizabeth St. E., 928 Frenette Ave., 1025 River Rd. W., 8 Armstrong Pl., 325 Scott St.,
 - 516 Third St. W. and 1028 Second St. E.

Frozen Water Services:

- Number of frozen water services: Ten (10)
 - 360 Third St. E., 1321 Idywild Dr., 362 Daniel Ave., 427 Sixth St. W., 622 Third St. E., 220 Church St.
 - 1205 Elizabeth St. E., 902 Phair Ave., 861 King's Hwy. and 201 Sixth St. W.

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: Fourteen (14)
 - 110 Church St., 220 Church St., 427 Mowat Ave. (7) - Resolute F.P., 400 Mowat Ave., 1229 Cornwall Ave. N
 - 301 Nelson St., 303 Nelson St. and 101 Church St.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Replaced missing markers on fire hydrants.
- April 9, 2014 - Completed lead sampling as per O. Reg. 170/03 (Distribution Only).
- April 23, 2014 - Tried to thaw water service line using the DBH machine - 375 Central Loop, Couchiching F.N.

WATER TREATMENT PLANT:

- April, 2014 - In receipt of the Water Treatment Facility Monthly Report.
- April 3, 2014 - Century Cranes in to complete the inspections of hoists and lifts.
- April 9, 2014 - Completed lead testing in the distribution system only.
- April 11, 2014 - Completed Water Treatment Plant monthly facility inspection.

SEWERAGE COLLECTION:

Wastewater Main Backups:

- Number of wastewater main backup: None

Sewer Main Repairs:

- Number of sewer main repairs: One (1)
 - 816 Nelson St.

Sewer Manhole Repairs:

- Number of sewer manhole repairs: Two (2)
 - Armit Ave. at Third St. E. Intersection and 645 Third St. W.

Sewer Service Repairs:

- Number of sewer service repairs: Two (2)
- 720 Armit Ave. and 426 Victoria Ave.

Sewer Service Terminations:

- Number of sewer service repairs: None

Sewer Service Replacements:

- Number of sewer service repairs: None

Other Information:

- Cleaned fourteen (14) plugged sewer services at the following locations:
 - 1229 Third St. E., 1024 Colonization Rd. W., 1227 Fifth St. E., 631 Third St. E., 440 Nelson St.,
 - 1204 Scott St., 1226 Third St. E., 1202 Third St. E., 702 Scott St., 1609 Colonization Rd. W.,
 - 375 Daniel Ave., 861 King's Hwy., 314 Second St. E. and 346 Church St.
- Traced various building sewer services.
- CCTV inspected various building sewer services.

WASTE-WATER TREATMENT FACILITY:

- April, 2014 - Received the Wastewater Treatment Facility Monthly Report.

WASTE MANAGEMENT:

Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 11 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during this period.

- Amount of residential waste delivered to the landfill:
 - 209,980 kgs (209.98 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 279,010 kgs (279.01 tonnes)

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 0 complaints
- Amount of recycled waste diverted from the landfill:
 - 44,360 kgs (44.36 tonnes) Metro
- April 22, 2014 - Laidlaw hauled a load of glass to Nexcycle (28.83 tonnes).

Prepared By: 

Environmental & Facilities Superintendent

Date: 27-05-2014

2014 Operations & Facilities Division Capital Budget	G/L Code	TOTAL APPROVED BUDGET	Budget Actuals as of April 30, 2014	Variance	Notes
TRANSPORTATION					AGENDA ITEM #8.2
Public Works Buildings/General Misc	C-310-9105-1471	\$5,000.00		\$5,000.00	
Public Works Small Equipment		\$5,000.00	\$0.00	\$5,000.00	
<i>Large Equipment & Vehicles</i>					
Snow Plow Truck (1997) Replacement	C-334-9244-1471	\$255,000.00		\$255,000.00	Tender 90% complete
		\$255,000.00	\$0.00	\$255,000.00	
<i>Small Vehicles</i>					
Replace V134 - 1996 Ford 1/2 Ton Truck	C-333-9133-1471	\$32,000.00		\$32,000.00	Approved by Council on March 24 net cost to Town \$ 31,906.88
Replace V177 - 2001 Ford F250 Crew Cab Truck c/w 4 Wheel Drive	C-333-9133-1471	\$35,000.00			Approved by Council on March 24 net cost to Town \$ 39,795.21
		\$67,000.00	\$0.00	\$32,000.00	
<i>Roads</i>					
Williams Ave Sod Work	C-313-9259-1523	\$10,291.00		\$10,291.00	Wagner Construction- to be completed by September 15, 2014
Huffman Residential Development (Curb & Gutter and Sod Work)	C-122-9282-1523	\$130,810.00		\$130,810.00	Wagner Construction- to be completed by September 15, 2014
Third St E. from Crowe to Frenette - Replacement of 284 Meters	C-313-9285-1523	\$679,750.00		\$679,750.00	Awarded to Tom Veert on May 12
		\$44,877.00		\$44,877.00	
Oakwood Road Surface Treatment - Double Lift (Dependant on Funding)	C-313-9283-1523	\$170,000.00	\$12,814.25	\$157,185.75	Tender Advertised on May 14, 2014 closing on June 10, 2014
Frog Creek Road Surface Treatment (Dependant on Funding)	C-313-9268-1523	\$170,000.00			
8th Street Surface Treatment from 216 meters Portage to Christie plus 87 meters near York Ave.	C-313-9246-1523	\$65,000.00		\$65,000.00	Tender Advertised on May 14, 2014 closing on June 10, 2014
		\$42,000.00		\$42,000.00	
5th Street Surface Treatment from Portage Ave to Wright Ave (2nd Layer)	C-313-9212-1523	\$42,000.00		\$42,000.00	Tender Advertised on May 14, 2014 closing on June 10, 2014
Storm Sewer Upgrades	C-313-9287-1523	\$100,000.00		\$100,000.00	Awarded to Tom Veert on May 12
		\$1,242,728.00	\$12,814.25	\$1,229,913.75	
<i>Streets</i>					
Replacement Third St E from Crowe Ave to Frenette Ave	C-320-9285-1523	\$156,018.00		\$156,018.00	
		\$156,018.00	\$0.00	\$156,018.00	
<i>Streetlight Pole Replacement</i>					
Pole Replacement	C-345-9135-1471	\$5,000.00		\$5,000.00	
		\$5,000.00	\$0.00	\$5,000.00	
TOTAL TRANSPORTATION		\$1,730,746.00	\$12,814.25	\$1,682,931.75	
PARKS & CEMETERIES					
<i>Parks</i>					
Small Equipment Replacement (Mowers & whipper snippers)	C-580-9105-1471	\$5,000.00		\$5,000.00	
Trade-In 2002 445 JD Tractor Replace with X720 Tractor	C-580-9174-1471	\$12,500.00		\$12,500.00	Delivered on May 2, 2014
					Approved by Council on March 24 net cost to Town \$ 27,937.99
Replace V145 - 1988 Super cab Truck	C-580-9133-1471	\$40,000.00		\$40,000.00	
Waterfront Dock Repairs & Replacement	C-585-9108-1471	\$5,000.00		\$5,000.00	
TOTAL PARKS & CEMETERIES		\$62,500.00	\$0.00	\$62,500.00	
AIRPORT					
Electronic Runway Condition Reporting Equipment & Friction Tester	C-390-9288-1471	\$36,172.00		\$36,172.00	Transport Canada approved & waiting for agreement execution
Front End Loader c/w Sweeper - ACAP Funding (Dependant on Funding)	C-390-9257-1471	\$225,000.00		\$225,000.00	application submitted to Transport Canada as of May 2, 2014
TOTAL AIRPORT		\$261,172.00	\$0.00	\$261,172.00	
WASTE MANAGEMENT SYSTEM					
Transfer Station Upgrades - Installation of 2 Stationary Compactors	C-351-9128-1471	\$218,275.00		\$218,275.00	Stewardship Ontario & Waste Diversion Ontario negotiating with Winnipeg MRFs
		\$218,275.00	\$0.00	\$218,275.00	
ENVIRONMENT					
<i>Sanitary Sewer - Collection System</i>					
Sanitary Sewer Tools & Equipment	C-410-9105-1471	\$12,000.00		\$12,000.00	
Refurbishing Sanitary Manholes	C-410-9138-1523	\$150,000.00		\$150,000.00	Awarded to Tom Veert on May 12
Sanitary main Replacement Third St E from Crowe Ave to Frenette Ave	C-410-9285-1523	\$321,029.00	\$12,814.25	\$308,214.75	Awarded to Tom Veert on May 12
Design for Infrastructure Renewal Project	C-410-9179-1523	\$37,500.00		\$37,500.00	
		\$520,529.00	\$12,814.25	\$507,714.75	
<i>Sewage Treatment Plant</i>					
Misc Capital Upgrades	C-413-9105-1471	\$120,000.00		\$120,000.00	
Honeywell Improvements & Parking Lot Lights	C-410-9280-0000	\$48,258.00			
		\$168,258.00			
<i>Water System</i>					
<i>Water Distribution System</i>					
Miscellaneous Tools/Equipment	C-961-9105-1471	\$12,000.00	-\$2,009.82	\$14,009.82	Finalizing Elster water meter project from 2011
Design for Infrastructure Renewal Project	C-961-9179-1523	\$37,500.00			
Replacing Main Line Water Valves/Hydrants	C-961-9137-1523	\$100,000.00			Awarded to Tom Veert on May 12
Water main Replacement Third St E from Crowe Ave to Frenette Ave	C-961-9285-1523	\$296,169.00	\$12,814.24		Awarded to Tom Veert on May 12
		\$445,669.00	\$10,804.42	\$14,009.82	
<i>Water Treatment Plant</i>					
Misc Small Capital Equipment	C-965-9105-1471	\$60,000.00	\$7,795.04	\$52,204.96	
Back-up Generator	C-965-9260-1471	\$300,000.00	\$2,442.24	\$297,557.76	Hatch Mott MacDonald preparing tender
		\$360,000.00	\$10,237.28	\$349,762.72	
TOTAL ENVIRONMENT		\$1,494,456.00	\$33,855.95	\$871,487.29	
Total O & F Budget		\$3,767,149.00	\$46,670.20	\$3,096,366.04	

Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period: 05-01-2014 - 05-31-2014

Municipality	Permit	Owner	Contractors	Property Address	Work Description	Units / Area	Value
Fort Frances							
2014-012	59-12-020-006-12700-0000	WEBSTER DANIEL GORDON 1105 CHRISTIE AVE N FORT FRANCES ON P9A 2G7	Trevor Strom	1105 CHRISTIE AVE N	Demolish Existing Shed and Construct new 18 x 24 Accessory Use Building	1 40.13	\$15,000.00
2014-021	59-12-010-004-00500-0000	NORTHCO COMMERCE CORP 1001 WILLIAM ST 101-B THUNDER BAY ON P7B 6M1	Dennis Robinson	786 KINGS HIGHWAY	Stat's Canada Codes Building: 450 Work: 01 Demolish and Remove from Site Existing Restaurant, slab to remain	1 40.13	\$6,500.00
2014-022	59-12-030-005-02200-0000	1305381 ONTARIO INC SITE 216 RR 2 STN MAIN DRYDEN ON P8N 2Y5	1305381 ONTARIO INC SITE 216 RR 2 STN MAIN DRYDEN ON (807) 274 4445	1042 SCOTT ST PT RIV R LOT 38 PCL 10858	Stat's Canada Codes Building: 540 Work: 16 Construct a New 18 x 38 Accessory Use Building	0 138.24	\$30,000.00
2014-023	59-12-030-005-00600-0000	JOHNSTON OWEN SIDNEY 1037 SCOTT ST FORT FRANCES ON P9A 1J3	Ed Halverson	1037 SCOTT ST PLAN SM48 LOT 130 PCL 130-1	Stat's Canada Codes Building: 450 Work: 01 Demolish and remove from site Existing Rear porch and deck and construct new porch and deck	1 63.55	\$9,000.00
				PLAN SM38 LOT 1 TO 2 PCL 1-2	Stat's Canada Codes Building: 110 Work: 02	44.31	

Monday, June 02, 2014

Page 1 of 2

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:05-01-2014 - 05-31-2014

2014-026	GROZELLE FREDERICK PATRIC 416 SIXTH ST W FORT FRANCES ON P9A 3E6	KYLE GLOWASKY CONTRACTING 622 SCOTT ST FORT FRANCES (807) 274 3172	416 SIXTH ST W	Gut and repair Fire Damaged house. Remove roof trusses, two exterior walls and multiple interior partitions. New plumbing and HVAC.	\$130,590.00	
59-12-010-007-14800-0000		P9A 1H6	Legal Description: PSM140 PT LOT 9 PT LOT 10;PCL12568 & 15900	Stat's Canada Codes Building: 110 Work: 03	87.94	
2014-027	KIRK KIMBERLY HELEN 1322 COLONIZATION ROAD W FORT FRANCES ONTARIO P9A 2T8	KIRK KIMBERLY HELEN 1322 COLONIZATION ROAD W FORT FRANCES P9A 2T8	1322 COLONIZATION RD W	RECONSTRUCT 24 X 40 ACCESSORY USE BUILDING ON EXISTING SLAB ON GRADE	\$15,000.00	
59-12-010-006-01800-0000			Legal Description: PLAN SM51 LOT 21 & PT LOT 22;PT 1 48R1034 PCL 21-1 SAVE & EXCEPT PT 1 48R3578, PLAN 48R1034 PT 2 PCL 22-2	Stat's Canada Codes Building: 450 Work: 01	89.19	
2014-028	757582 ONTARIO LIMITED 297 SCOTT ST FORT FRANCES ON P9A 1G8	Donna Lowey RR#1 RMB7 FORT FRANCES (807) 274 3633	297 SCOTT ST	CONSTRUCT A TEMPORARY 21 X 42 GREENHOUSE FOR FLOWER SALES NOT TO EXCEED AUGUST 15, 2014	\$1,000.00	
59-12-020-007-06000-0000		P9A 1G8	Legal Description: PLAN SM86 LOT 4 PCL 4-1	Stat's Canada Codes Building: 450 Work: 01	93.65	
2014-036	RAINY LAKE PLAZA LTD 2563 SADDLERIDGE DR WEST KELOWNA BC V4T 2T5	Travis Wood 540 KINGS HIGHWAY UNIT F FORT FRANCES P9A 2T1	540 KINGS HIGHWAY	Relocate Wash stations, interior partitions, and reinstate fire separations between suites	\$1,000.00	
59-12-010-003-01400-0000			Legal Description: PLAN SM 119 LOT 1,2,3,4,5,6,7 AND LAND PCL 1-2,2-1,4-1,5-2, STREET 3 SM 119	Stat's Canada Codes Building: 510 Work: 03	2	
Sum	Summary (8 detail records)				8	\$208,090.00
Grand Total	Summary (8 detail records)				8	\$208,090.00

Monday, June 02, 2014

Page 2 of 2