

# TOWN OF FORT FRANCES

AGENDA - November 10, 2014

## COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 150) 5:30 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:

4.1 Identifiable Individuals - Citizen of the Year

### 5. Public Session Resumes in Council Chambers:

5.1 Mayor Avis will provide verbal update on Forestry Situation

### 6. Consent Agenda:

6.1 D. Brown, Manager of Operations & Facilities - Water & Sanitary Sewer Service lines for the Reconstruction House at 118 3rd Street West (Jack & Camie Gray)  
-approval of this report will ensure 1) that the town will complete a spot repair on the existing service line for 118 Third St W. by accessing the repair site through the existing sanitary manhole and 2) that the cost to complete the repair is estimated at less than \$1000.00 where Jack & Camie Gray, the property owners at 118 Third St W. would be responsible for the exact cost to repair.

3 - 50

6.2 L. Witherspoon, Treasurer - Mark McCaig, CAO - Rainy River District Delegation Travel Claim  
- approval of this report will agree with A&F Exec Committee recommendation to approve the travel expense claim in the amount of \$147.00

51 - 52

### 7. Item Previously Decided

7.1 Request for reconsideration of By-law 6/77 - E, to limit the tenure of office of appointments by Council to Boards and

53 - 55

Committees.

**8. Information:**

- |     |   |         |
|-----|---|---------|
| 8.1 | T. Rob, Chief Building Official - Statistics Canada Reports<br>(October 2014) | 56 - 59 |
| 8.2 | Tonnage at Landfill site - updated to November 1, 2014                        | 60      |
| 8.3 | August, September and October 2014 - Complaint Register                       |         |

**9. Non-agenda items:**

**10. Adjournment:**

October 31, 2014

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Water & Sanitary Sewer Service Lines for the Reconstruction House at 118 –3<sup>rd</sup> Street West – Jack & Camie Gray**

Please find attached a letter received by the Town on October 23, 2014 prepared by Jack & Camie Gray, owners of 118 -3<sup>rd</sup> Street west property. This letter was referred by Council to the O & F Executive committee with input from the Chief Building Official, Travis Rob.

Jack Gray has been invited to attend the O & F executive meeting scheduled for November 5<sup>th</sup>, 2014.

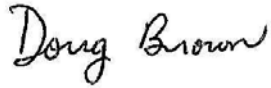
Please find attached an administration report prepared by Doug Herr, Environmental & Facilities Superintendent outlining the chain of events in regards to the assessment of the condition of the water and sanitary sewer service lines for 118- 3<sup>rd</sup> street west property and all pertinent and applicable by-laws.

Administration has been following the applicable by-laws in regards to the assessing the condition of water and sanitary sewer service lines for any given property within the community once a demolition or/and building permit is issued. The assessment of the existing service lines has been in place for years and is a necessary task or exercise prior to erecting a new house as these service lines deteriorate with time. It doesn't make sense to construct a new house and connect to a substandard service line. The Town process is actually protecting the interest of the property owners considering to reconstruct a house on any given property within the community.

After a lengthy discussion the Operation & Facilities Executive committee recommends the following;

- 1) That the Town will complete a spot repair of the existing service line for 118 Third Street West by accessing the repair site through the existing sanitary manhole.
- 2) That the cost to complete the repair is estimated at less than \$1,000.00 where Jack & Camie Gray, the property owners of 118 – Third Street West would be responsible for the exact cost of the repair.

Respectfully Submitted  
Operations & Facilities Division

A handwritten signature in cursive script that reads "Doug Brown".

Doug Brown, P. Eng.  
Operations and Facilities Manager

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

- 1) That the Town will complete a spot repair of the existing service line for 118 Third Street West by accessing the repair site through the existing sanitary manhole.
- 2) That the cost to complete the repair is estimated at less than \$1,000.00 where Jack & Camie Gray, the property owners of 118 Third Street West would be responsible for the exact cost of the repair.

Dear Mr Mayor and Council

In November 2013 we had a house fire.

In January 2014 the water line in the basement froze and flooded the basement.

In February 2014 the furnace quit and all the water lines to the cast iron radiators and the radiators froze and burst.

On October 11<sup>th</sup>, 2014 our home was torn down.

On Monday October 20, 2014 I met with Travis Roy for a building permit to put a Modular home on our existing basement. The basement has been ok'ed by an engineer. Travis told me that the windows we purchased for the basement were not to code. When I left the meeting I went to check on larger windows and received a call from Travis to inform me of By-Law 16/06 – 6.7 and 6.8 and By-Law 6/92 – 8. We were given a copy of the BY-Law. When we read this there is no mention of a sewer line. This By-Law does not state anything about sewer lines and only deals with water service connections. I have met with Travis on numerous occasions and have complied with all of the codes and By-Law's he has set out for me. Why were we not informed of this By-Law before we ordered a house and had the house tore down and paid engineers and all of the extra added costs?

Our sewer was scoped by Tom Veert September 15<sup>th</sup>, 2014 and roots were found to be in our sewer line on our property. We will have the roots removed and this was approved by Travis.

Mr Veert gave the tape to the town.

The sewer has a glitch/movement or defect 58 feet from the drain in the existing basement. This is out in the center of the Kings Highway. Kings Highway is the truck route for all the transports that go through town and also is the main roadway to the west end of town.

We can get a building permit but in order to get an occupancy permit we have to sign a statement that we will be liable if in the future any problems occur in the sewer line 58 feet out from our home. We have no control over the traffic that travels over this sewer line. If we have to be responsible for this sewer line we ask that you stop all traffic from driving on it or maybe setup a toll to cover some of the future costs.

If our house had not burnt and we were still living there and the sewer line broke 58 feet out from our home the town would have been responsible to cover the cost. The basement is the same and the sewer line into our home will not change, the only change will be a new structure on the existing basement. But now that we have had a fire, a flood and the heating system froze and burst – all within 4 months – the town feels that we should be responsible for the sewer line 58 feet from our home.



We have been told that if we move into our new home, which is built to the town's specifications, we will be charged and will have to pay \$300 a day. We have continued to pay our taxes for a year based on a house that does not exist with no refund. Inevitably our taxes will be raised and we still have to pay for the town's sewer main.

We have no choice but to sign a letter accepting responsibility for the town's sewer line if we want to move back into our home.

If we sign this letter it will only be because the town of Fort Frances is forcing us to and we do it under duress. We still have not seen any By-Law that talks about sewer lines only water service.

Please look into this and let us know what we have to do next. Please also explain where the By-Law that was given to us mentions anything in regards to the sewer lines. Please make this By-Law public knowledge so others can make a choice before paying for buildings that they may chose not to build if they knew of the added financial responsibility.

Jack and Camie Gray

The image shows two handwritten signatures in black ink. The top signature is for Jack Gray, written in a cursive style. The bottom signature is for Camie Gray, also in cursive. The signatures are positioned below the typed names.

## TOWN OF FORT FRANCES By-Law No. 16/06

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mains located on private property shall be constructed in accordance with the Ontario Building Code as revised from time to time and in accordance with good engineering practices and shall be approved by the Chief Building Official. Where the Ontario Building Code is silent the Town's specifications shall be applied and shall prevail.

### 6.3 Connection to main – prior application

The installation of the water service pipe connection will not be scheduled or commenced in any way until the customer has met the requirements of this by-law.

### 6.4 Installation – alteration – approval by Town

For any new water service pipe or private main installation, or alteration of existing water service pipes or private mains, the owner must apply for approval from the Town.

### 6.5 Installation inspection by Town

The Town must inspect all water service pipes and appurtenances installed, including those required under a Subdivision or Development Agreement. The charge for inspection is to be at an hourly wage charge plus a vehicle or as specified in the Subdivision or Development Agreement.

### 6.6 Installation – access for inspection

The Town or persons authorized by the Town for inspection shall be, at all times, entitled to enter any premises for the purposes of examining pipes, connections and fixtures which are used in connection with the water service pipe and/or service main.

### 6.7 Termination of service – building demolition – permanent/temporary

In the event of the demolition of any building or buildings on a premise serviced with water and the appropriate application made with the Town, the existing water service is to be terminated as follows:

- a) Where the water service pipe is to be permanently terminated the service pipe, at the discretion of the Engineer is to be disconnected at the water main, the water main plugged, and the curb box and rod removed at the owner's expense.
- b) Where the water service pipe is to be temporarily terminated, the Town shall turn off the shut-off valve (curb stop), at the owner's expense.

### 6.8 Termination of service – reconnection – inspection

Where a water service connection is required to be reconnected to a premises, such service shall be dug by the Owner/Applicant at the property line, water service expose and inspected by the Town to ensure that such service meets present standards.

If existing service is acceptable the Owner may proceed with its installation. Connections to existing services are to be inspected by the Town prior to backfilling at the inspection rate as set within this by-law.

If existing service does not meet present standards or by-law requirements the Owner shall make application for new service as described in Section 2.1 of this by-law.

The Owner/Applicant shall be liable for the cost of locating water service connections upon application for reconnection.

### 6.9 Maintenance of service stub – Town

The Town of Fort Frances at its expense shall maintain the water service stub.

### 6.10 Maintenance of service extension and private main – Owner

Any and all defects to the water service extension and private main shall be repaired by the owner of the property being serviced. Should the Town become aware of any such defect, and upon written notification to the owner, the said defect is not repaired, within seven (7) days of the date of the notification or within such time as the Engineer may deem necessary, then the Town may turn off the water supply to the property. Once the owner has repaired the water service extension the Town will restore the water supply to the premises. The owner shall be charged for the turn "off/on" of the water supply in accordance with the Town's User Fee By-law.

### 6.11 Access to shut-off valves

All shut-off valves must be left clear and accessible at all times so that the water in the water service pipe and private mains may be turned off or on as may be found necessary by the Engineer.

### 6.12 Responsibility for protection, water loss, damage

All water service extensions to and including the meter shall be properly protected from frost and any other damage at the expense and risk of the owner of the property being serviced. The owner shall be responsible for the water loss occasioned by a leak in the water service extension and/or private main and the charge for such water loss shall be determined by the Engineer, shall be paid by the owner upon demand by the Town, and the Town shall not be held responsible for any damages arising from such leakage.

7. In the event of the demolition of any buildings serviced by private drain or water connections, application in the form of Schedule "C" attached to and forming part of this by-law, shall be made to the Public Works Department for termination of water services and private drain connections and the costs thereof shall be as set out in said Schedule "C" and shall be borne by the applicant.

8. Where private drain or water service connections are required to be reconnected to any property, such services shall be dug and inspected by the Town to determine the condition of such private drain or water service, and the fee therefor shall be as provided for in Schedule "C" to this by-law for termination of service, and where it is determined that replacement is necessary, such private drain or water service connections shall be replaced at the rates as set out in Schedule "B" to this by-law as may be amended from time to time.

9. The applicant shall be liable for the cost of locating private drain or water service connections upon application for reconnection.

10. The drainage of weeping tile water, surface water and roof water into the sanitary sewer is prohibited and shall apply to:

- a) all new construction;
- b) replacement construction where the building was demolished or destroyed;
- c) addition and/or expansion construction
- d) total interior renovation construction.

Where, in the opinion of the Public Works Manager, weeping tile drainage cannot be discharged into the yard, such discharge, subject to design approval of the Public Works Manager, may be drained into open ditches or a storm sewer system. The owner shall bear all connection and maintenance costs.

11. The fee to be charged for water service to be turned on or off shall be in the amount as set out in Schedule "D" attached to and forming part of this by-law.

12. That the procedures for thawing frozen water service connections and the charges therefore shall be as set out in Schedule "D" attached to and forming part of this by-law.

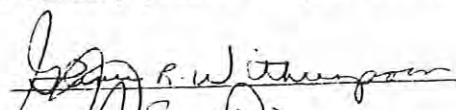
13. Every person requesting services to be performed by the Public Works Department of the Town of Fort Frances with respect to maintenance works on private drain connections and/or water service connections shall submit said request in the form as follows:

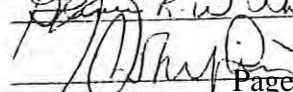
- a) with respect to water service connections - Schedule "D" attached to and forming part of this by-law;
- b) with respect to private drain connections - Schedule "E" attached to and forming part of this by-law.

14. Charges for maintenance services on private drain connections performed by the Public Works Department shall be as set out in Schedule "E" attached to and forming part of this by-law.

That this by-law shall come into force and take effect on final passing.

READ THREE TIMES and finally passed in open Council this 10th day of February 1992.

 MAYOR

 CLERK

October 27, 2014

Report To: Doug Brown, Manager of Operations & Facilities  
 From: Douglas Herr, Environmental & Facilities Superintendent  
**SUBJECT: Jack and Camie Gray**  
**Re: 118 Third Street West**  
**Letter Received October 23, 2014**

Find attached a letter from Jack and Camie Gray complaining about why they are responsible to pay for the repair of the sanitary sewer service, on Town's property that services their proposed new house.

First of all Mr. Gray indicates in his letter that the by-law excerpts, By-law No. 6/92 - 8 that he received from the Town doesn't state anything about sewer lines. The Town's by-law specifies "private drain connections", which is defined as that part of the drainage, which connects a building sewer to a main sewer and is situated in the limits of the highway. See Plumbing Standards – "definitions" City of Brantford attached.

On October 6, 2014 Trish Law completed a Building Permit Appraisal form for the development of a single detached dwelling at 118 Third Street West, copy attached. On this form it outlines what the Owner is required to do if he/she plans to reconnect to the existing services. Trish in fact made notes in the additional information section stating:

a) Existing water/sewer services must be inspected by Public Works prior to connection - @ Owner's expense

and

b) Owner's sewer line full of roots & requires replacement.

A copy of the form was retained and placed in the property file while the original was sent to the Chief Building Official, Travis Rob.

Travis would have presented this form to the Owner as part of the Building Permit informing him/her of the conditions and had them sign and date the Building Permit Appraisal form indicating that he/she read and agreed to all the terms and conditions as described in the document. The Owner signed the document October 24, 2014. Travis had hand written two notes, in red on the form stating:

a) Given to Owner pending result of letter to Council October 24/14

b) Owner advised that occupancy will not be granted before this issue is resolved.

Completed form, accompanied with CCTV Inspection Report and GIS Map of location attached.

In accordance with Town's By-law No. 6/92 – A (March 14, 1994), paragraph 7 it specifically states that in the event of the demolition of any building serviced by private drain (i.e. sanitary sewer) or water connections and provided the said property is not rezoned or subdivided in any manner, application in the form of Schedule "C-1" - (Temporary Termination and Reconnection of Services) shall be made and the costs shall be borne by the applicant. To date the Owner has not filed an application for termination. Never the less the Owner was informed that the services would have to be inspected and repaired/replaced, if necessary at his/her cost.

Also identified in the Town's By-law No. 10/94 (March 14, 1994) pertaining to permits and related matters, under Part 4 – Permits; section 3) b) it states that when a demolition permit application is

filed, in addition to the requirements of the application satisfactory proof that arrangements have been made with the proper authorities for the termination and the capping of all the water, sewer, gas, electric, telephone or other utilities and services.

On September 15<sup>th</sup>, 2014 in my presence the sanitary sewer service was inspected by closed circuit television. A video was created and was placed in the property file. The inspection showed that the service line, on the Owner's property was clogged with roots and that at approximately 58 feet from the cleanout inside the basement there exists an offset pipe joint. This offset is severe enough to catch debris and eventually plug the service. I recommended to the Owner that he replace his portion and that the Town will have to repair the offset joint, at his cost. As you can see by Mr. Gray's letter he is unwilling to pay for this work. I have met with him a couple of times to explain that once he applies for a building permit the services are subject to inspection and if in need of repair/replacement the work within the Town's right-of-way will be performed by the Town at the Owner's cost. He expressed his unwillingness to pay for the repair on Town's property.

The Town over the past years have encountered several cases such as this one; i.e. 1005 Crowe Avenue and 228 Sixth Street East, where their services are scheduled for replacement next week. All were treated the same and in accordance with the Town's by-laws.

I did suggest to Mr. Gray at one of our meetings that a letter could be written and signed by him stating that in the event of ongoing issues with the sanitary sewer the Town could repair/replace the service, at the Owner's expense. Mr. Gray has since been advised that this is no longer an option.

In order for the Owner to obtain occupancy one of the conditions is to have the water and sewer services in place and the water turned on. In order to have the water turned on the Owner is to make application to have the sanitary sewer service repaired. Once the service is repaired notification will be given to the Chief Building Official informing him that this requirement of the building permit application has been met.

Respectfully Submitted,

Douglas Herr, Environmental & Facilities Supt.

Enclosed:        Plumbing Standards – "definitions" City of Brantford  
                       By-law No. 6/92 (February 10, 1992) with amendments A through E  
                       By-law No. 10/94 (March 14, 1994) with amendment A  
                       Building Permit Appraisal

462.2.28

PLUMBING - STANDARDS

462.2.37

**462.2.28 Plumbing Inspector - defined**

“Plumbing Inspector” means the person who may from time to time be appointed by the Council of The Corporation of the City of Brantford to the position of Plumbing Inspector.

**462.2.29 Plumbing system - defined**

“plumbing system” means, severally and individually, the water distribution system, all fixtures and fixture traps, drainage system, the house sewer, and private sewage disposal system all leaders, together with all their devices, appurtenances and connections.

**462.2.30 Private drain connection - defined**

“private drain connection” means that part of the drainage system which connects a building sewer to a main sewer and is situate within the limits of the highway.

**462.2.31 Private property - defined**

“private property” means property owned by the owner and served by the main sewer, and the public and private sewer laterals.

**462.2.32 Private sewer lateral - defined**

“private sewer lateral” means the section of sewer piping on private property from the building or structure that it serves to the public sewer lateral, which is intended to receive only sewage.

**462.2.33 Public property - defined**

“public property” means property owned by The Corporation of the City of Brantford.

**462.2.34 Public sewer lateral - defined**

“public sewer lateral” means the section of sewer piping on public property from the property line to the main sewer, which is intended to receive only sewage.

**462.2.35 Sanitary private drain connection - defined**

“sanitary private drain connection” means a private drain connection to carry sewage but no storm water.

**462.2.36 Sewage - defined**

“sewage” means any liquid waste containing animal, vegetable or mineral matter in suspension or solution but does not include storm water.

**462.2.37 Sewer or Drain Contractor - defined**

“Sewer or Drain Contractor” means a person who is qualified in the planning, superintending and installation of pipes for the conveyance of sewage and is familiar with the laws, rules and regulations governing the same, and who himself/herself, or by Sewer or Drain Layers in

**462.2.4 Building sanitary drain - defined**

“building sanitary drain” means the horizontal piping of sanitary drainage piping in or adjacent to a building or other structure that receives the discharge from sanitary drainage piping and conveys it to the building sanitary sewer and includes off-sets.

**462.2.5 Building sanitary sewer - defined**

“building sanitary sewer” means that part of sanitary drainage piping outside a building or other structure that connects a building sanitary drain to the main sewer or where the place of disposal of the sewage is on the property to the place of disposal from the property and that commences at a point three feet from the outer face of the wall of the building or other structure and terminates at the property line or place of disposal on the property.

**462.2.6 Building storm drain - defined**

“building storm drain” means the horizontal piping of storm drainage piping in or adjacent to a building that receives the discharge from storm drainage piping and conveys it to the building storm sewer and includes off-sets.

**462.2.7 Building storm sewer - defined**

“building storm sewer” means that part of a storm drainage piping outside a building or other structure that connects the building storm drain to the main storm sewer or, where the place of disposal is on the property, to the disposal on the property and that commences at a point three feet from the outer face of the wall of the building or other structure and terminates at the property line or place of disposal on the property.

**462.2.8 Catchbasin - defined**

“catchbasin” means an inlet structure with an approved sump which collects surface water and is connected to an approved outlet.

**462.2.9 City - defined**

“City” mean The Corporation of the City of Brantford.

**462.2.10 Cleanout - defined**

“cleanout” means a device that has a removable cap or plug securely attached to it and is so constructed that it can be installed in a pipe so that the cap or plug can be removed to permit pipe cleaning apparatus to be inserted in the pipe.

**462.2.11 Clerk - defined**

“Clerk” means the person who may from time to time be appointed by the Council of The Corporation of the City of Brantford to the position of Clerk.

TOWN OF FORT FRANCESBY-LAW NO. 6/92

(Being a by-law to provide for the construction of private drain connections and/or water service pipes in the Town of Fort Frances and fixing charges therefor under Sections 3 and 4 of the Local Improvement Act, Chapter 250, R.S.O. 1980.)

**WHEREAS** numerous amendments have been enacted to the present by-law providing for the construction of private drain connections and/or water service pipes and fixing charges therefor; and it is now deemed expedient to consolidate said amendments into a single by-law; and

**WHEREAS** Council, by resolution passed January 27, 1992, authorized the development of a by-law to implement revised rates for the construction of private drain connections and/or water service pipes;

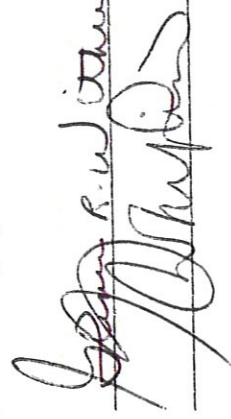
**NOW THEREFORE** the Council for the Corporation of the Town of Fort Frances **HEREBY ENACTS** as follows:

1. That By-Law No. 2184, as amended, and all other by-laws enacted or resolutions passed prior to January 27, 1992, to provide for the construction of private drain connections and/or water service pipes and fixing charges therefor be and the same are hereby repealed.
2. Where any sewer or watermain has been or may hereafter be constructed in this municipality, the Council shall on petition (Schedule "A" to this by-law) signed by the owner or owners of abutting property, construct a private drain to connection and/or water service connection from the main to the street line and the cost thereof shall be paid by the owner of the abutting property as hereinafter set forth in Schedule "B" to this by-law.
3. Hereafter, whether on new construction or repairs, the Corporation's stop shall be placed on the street immediately adjacent to the property served.
4. When a request or petition for construction of a private drain and/or water service connection is received in accordance with this by-law, the Public Works Manager may proceed with the construction thereof and the terms and costs in connection therewith as hereinbefore stated shall apply, and if not otherwise paid, shall be collected in accordance with Subsection 2 of Section 4 of the Local Improvement Act.
5. That no diagonal private drain or diagonal water service connection shall be permitted to any sanitary sewer main or watermain where such main does not traverse the property or the street abutting such property, and the said property is not assessed for such local improvements on a per foot basis under the Local Improvement Act.
6. That between the 1st day of November and the 30th day of April, installation of private drain connections and water service connections shall be at cost to the applicant providing that such cost shall be not less than the rates as set out in Schedule "B" and providing further that the aforementioned dates may be advanced or retarded at the discretion of the Public Works Manager as weather conditions permit.

7. In the event of the demolition of any buildings serviced by private drain or water connections, application in the form of Schedule "C" attached to and forming part of this by-law, shall be made to the Public Works Department for termination of water services and private drain connections and the costs thereof shall be as set out in said Schedule "C" and shall be borne by the applicant.
8. Where private drain or water service connections are required to be reconnected to any property, such services shall be dug and inspected by the Town to determine the condition of such private drain or water service, and the fee therefor shall be as provided for in Schedule "C" to this by-law for termination of service, and where it is determined that replacement is necessary, such private drain or water service connections shall be replaced at the rates as set out in Schedule "B" to this by-law as may be amended from time to time.
9. The applicant shall be liable for the cost of locating private drain or water service connections upon application for reconnection.
10. The drainage of weeping tile water, surface water and roof water into the sanitary sewer is prohibited and shall apply to:
- a) all new construction;
  - b) replacement construction where the building was demolished or destroyed;
  - c) addition and/or expansion construction
  - d) total interior renovation construction.
- Where, in the opinion of the Public Works Manager, weeping tile drainage cannot be discharged into the yard, such discharge, subject to design approval of the Public Works Manager, may be drained into open ditches or a storm sewer system. The owner shall bear all connection and maintenance costs.
11. The fee to be charged for water service to be turned on or off shall be in the amount as set out in Schedule "D" attached to and forming part of this by-law.
12. That the procedures for thawing frozen water service connections and the charges therefore shall be as set out in Schedule "D" attached to and forming part of this by-law.
13. Every person requesting services to be performed by the Public Works Department of the Town of Fort Frances with respect to maintenance works on private drain connections and/or water service connections shall submit said request in the form as follows:
- a) with respect to water service connections - Schedule "D" attached to and forming part of this by-law;
  - b) with respect to private drain connections - Schedule "E" attached to and forming part of this by-law.
14. Charges for maintenance services on private drain connections performed by the Public Works Department shall be as set out in Schedule "E" attached to and forming part of this by-law.

That this by-law shall come into force and take effect on final passing.

READ THREE TIMES and finally passed in open Council this 10th day of February 1992.

  
MAYOR

CLERK

TOWN OF FORT FRANCES

SCHEDULE "A" TO BY-LAW NO. 6/92

I hereby make application to have storm/sanitary sewer, water service lines and water meters provided to the following premises:

(Size of pipe: Water \_\_\_\_\_ Storm Sewer \_\_\_\_\_ Sanitary Sewer \_\_\_\_\_)

(Size of water meter \_\_\_\_\_)

Address of Installation \_\_\_\_\_

I agree to abide by all by-laws, rules and regulations, governing the installation of sewer and water services and sanitary conveniences in the said Town of Fort Frances. If portions of the street surfacing have to be removed for installation of these services, the surface shall be repaired at a cost to the applicant of \$30.00 per square metre.

Dated at Fort Frances this \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_

Owner \_\_\_\_\_

Applicant \_\_\_\_\_

-----  
This PERMIT to install sanitary sewer, storm sewer, water services and water meters as set out in the above application is granted provided the said Owner and Applicant shall in all things conform to the by-laws, rules and regulations governing the installation of such services in the said Municipality.

Rate\$ \_\_\_\_\_;Deposit Paid\$ \_\_\_\_\_;RECEIPT NO. \_\_\_\_\_

DATE \_\_\_\_\_

OWNERSHIP CONFIRMED AS ABOVE

\_\_\_\_\_ Public Works Manager

INSTALLATION & TOTAL CHARGES:

Remarks: \_\_\_\_\_

Date Installed \_\_\_\_\_ Public Works \_\_\_\_\_

Rate \$ \_\_\_\_\_

Extra Length \_\_\_\_\_

Surface Repairs \_\_\_\_\_ asphalt/surface treatment \_\_\_\_\_

Sub-Total \$ \_\_\_\_\_

Less Deposit \_\_\_\_\_

Net Charges \$ \_\_\_\_\_

Acct. Rec. No. \_\_\_\_\_

Date \_\_\_\_\_

TOWN OF FORT FRANCES

BY-LAW NO. 6/92

SCHEDULE "B"

RATES FOR THE INSTALLATION OF SEWER AND WATER CONNECTIONS

	<u>RATE</u>	<u>25% DEPOSIT</u>
3/4" Copper Water Line Only	1,900.00	\$475.00
4" Sewer Line Only	1,900.00	475.00
3/4" Copper Water Line & 4" Sewer	2,500.00	625.00
Commercial services are cost plus.		

In the event pavement has to be broken and repaired to provide a connection, the applicant shall pay extra over and above rates for extra expenses involved in road restoration.

New and replacement sewer connections shall have sewer clean-outs simultaneously installed, costs included in above rates.

Above rates apply only to installation on the standard 66 foot road allowance. For all other connections, the applicant shall pay full cost or shall pay according to the decision of Council. A minimum deposit of 25% of the applicable rate is required on application, the balance payable within 60 days after installation or if not sooner paid, the balance shall be collected as provided under Section 4(2) of The Local Improvement Act, R.S.O. 1980.

TOWN OF FORT FRANCES  
DEPARTMENT OF PUBLIC WORKS

THIS PERMIT is to terminate sanitary sewer, storm sewer, waterservices and remove water meter(s) where applicable as set out in this application in conjunction with the demolition permit. The said Owner and Applicant shall conform to rules and regulations governing the termination of services in the said Municipality.

Cost of termination of such services will be as follows:

Sewer and water in same dig will be \$650.00

If services are in 2 separate digs cost will be \$650.00 each.

NAME OF OWNER \_\_\_\_\_  
ADDRESS OF SERVICE TERMINATION \_\_\_\_\_  
NAME OF APPLICANT \_\_\_\_\_  
ADDRESS OF APPLICANT \_\_\_\_\_  
RATE \$ \_\_\_\_\_ DEPOSIT PAID \$ \_\_\_\_\_ DATE \_\_\_\_\_  
APPLICANT SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_  
PUBLIC WORKS SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

WORK COMPLETED  
DATE: \_\_\_\_\_  
BY: \_\_\_\_\_  
LOCATION OF TERMINATED SERVICE: \_\_\_\_\_  
METHOD OF TERMINATION: \_\_\_\_\_  
SUPERINTENDENT: \_\_\_\_\_  
REMARKS: \_\_\_\_\_  
\_\_\_\_\_



TOWN OF FORT FRANCES

WATERMAIN MAINTENANCE AUTHORIZATION

The undersigned, hereby authorizes the Town of Fort Frances Public Works Employees to enter upon his or her property for the purpose of water service connection maintenance.

It is understood that the property owner is responsible for that portion of the line which is on private property.

CHARGES:

1. The standard charge for work performed during regular working hours shall be:
  - a) Thirty Dollars (\$30.00) for turn on or off of water service, each occurrence.
2. The following procedures are to be followed for thawing frozen waterlines:
  - a) That we contact PUC to establish times for thawing to maintain uniformity with crews.
  - b) That PUC crews disconnect all hydro lines to the property with the frozen waterline or any adjacent property that may be affected.
  - c) That PUC will stay and monitor along with our own crews with our volt amp meter which direction the current is travelling.
  - d) That a union be installed at the homeowner's expense and be disconnected before we start working on the system.
  - e) That the ground line be disconnected by the homeowner before we start working the system.
  - f) That we first try thawing from the union in the house to the curb stop at the property line. If this is successful the property owner or tenant would pay 100% of all costs.
  - g) If we are unable to make a proper current flow connection at the curb stop or if we are unable to locate the curb stop, we then try thawing from the union in the house to the watermain. If this is successful the property owner would pay 50% of all costs.

h) If we make proper current flow connections between the union in the house and the curb stop and are unable to thaw the line, we then try thawing from the union in the house to the watermain. If this is successful the Town would absorb all the cost with no costs going to the property owner or tenant.

i) If it is determined that the problem is correctable, the service will be scheduled for remedy work the following summer.

j) At no time because of the potential danger, is the welding cable to be disconnected from the union located in the house.

3. Minimum charges for any work after hours or on weekends:

a) Four (4) hours labour for each of two men plus materials, equipment, fringe benefits, overhead and PUC charges.

4. Minimum charges on a legal holiday:

a) Eight (8) hours labour for each of two men plus materials, equipment, fringe benefits, overhead and PUC charges.

Date

\_\_\_\_\_  
Signature of Owner or Authorized  
Representative.

TOWN OF FORT FRANCES

PRIVATE WORK REPORT FORM

DATE \_\_\_\_\_ TIME \_\_\_\_\_

Name of Property Owner \_\_\_\_\_

Address \_\_\_\_\_

Name of person requesting work (please print) \_\_\_\_\_

Nature of work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Explain in detail \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If callout - Received by: \_\_\_\_\_

- Work done by: \_\_\_\_\_

Bill to be issued: Yes \_\_\_\_\_ No \_\_\_\_\_

Work done by: \_\_\_\_\_  
Lead hand or working foreman

Report approved by \_\_\_\_\_  
Working foreman

\_\_\_\_\_

Superintendent \_\_\_\_\_

Remarks of Foreman or Superintendent \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SCHEDULE "E"

TOWN OF FORT FRANCES

WORK REQUISITION

BY - 091922  
261822  
221111

DATED \_\_\_\_\_

NAME OF PERSON REQUESTING WORK \_\_\_\_\_

NAME OF OWNER \_\_\_\_\_

ADDRESS \_\_\_\_\_

The undersigned hereby authorizes the Town of Fort Frances, Public Works Department to carry out the following work, namely:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Property Owner or  
Authorized Representative

Work Order Prepared by: \_\_\_\_\_

Work carried out by: \_\_\_\_\_

TOWN OF FORT FRANCES  
SEWER MAINTENANCE AUTHORIZATION

The undersigned hereby authorizes the Town of Fort Frances Public Works Employees to enter upon his or her property for the purpose of attempting to clean out the sewer service connection.

It is understood that the property owner is responsible for the sewer from his building to the street property line and will pay any charges which may occur as a result of work required to be done by the Town forces in cleaning this sewer or attempting to do so.

The Town accepts the responsibility for the last approximately thirty-three (33) feet of service line. This only applies to normal service connections and not those made under special agreement with the Town. The exact location of the blockage will be determined by the men who are on the job.

Charges for the work (if on Owners property) will be:

1. During regular working hours:

Time worked plus travel time at regular rates of pay, plus material, equipment, fringe benefits and overhead.

2. After regular hours or on a weekend:

Minimum of four (4) hours labour for each of two men, plus materials, equipment, fringe benefits and overhead.

3. On legal holidays:

Minimum of eight (8) hours labour for each of two men, plus materials, equipment, fringe benefits and overhead.

Dated at Fort Frances this                      day of

\_\_\_\_\_  
Name of owner or authorized representative  
(PLEASE PRINT)

\_\_\_\_\_  
Signature of owner or authorized  
representative

TOWN OF FORT FRANCES  
PRIVATE WORK REPORT FORM

DATE \_\_\_\_\_ TIME \_\_\_\_\_

Name of Property Owner \_\_\_\_\_

Address \_\_\_\_\_

Name of person requesting work \_\_\_\_\_  
(please print)

Location of Blockage \_\_\_\_\_

Distance from Clean out in House \_\_\_\_\_

Distance from Clean out at Property Line \_\_\_\_\_

Explain in detail \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Plugged on Town Property \_\_\_\_\_ Plugged on Owners Property \_\_\_\_\_

If callout - Received by: \_\_\_\_\_

- Work done by: \_\_\_\_\_

Bill to be issued: Yes \_\_\_\_\_ No \_\_\_\_\_

Work done by: \_\_\_\_\_  
Lead hand or working foreman \_\_\_\_\_

Report approved by: \_\_\_\_\_  
Working foreman \_\_\_\_\_

Superintendent \_\_\_\_\_

Remarks of Foreman or Superintendent \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TOWN OF FORT FRANCESBY-LAW NO. 6/92-A

(Being a by-law to amend By-Law No. 6/92 regarding the construction of private drain connections and/or water service pipes in the Town of Fort Frances.)

WHEREAS Council, by resolution passed March 14, 1994, authorized the revision of rates and policy for termination of water service pipes and/or private drain connections;

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

1. That Town of Fort Frances By-Law No. 6/92 be amended as follows:

1) Paragraphs 7 and 8 be struck out and be subsequently re-enacted as follows:

"7. In the event of the demolition of any building serviced by private drain or water connections and provided the said property is not rezoned or subdivided in any manner, application in the form of Schedule "C1"- (Temporary Termination and Reconnection of Services) attached hereto and forming part of this By-law, shall be made to the Public Works Department and the costs thereof shall be as set out in said Schedule "C1" and shall be borne by the applicant.

8. In the event of the demolition of any building serviced by private drain or water connections and the property is rezoned or subdivided and the existing private drain or water connections will not or can not be used, application in the form of Schedule "C2" - (Termination of Services) attached hereto and forming part of this By-law shall be made to the Public Works Department for termination of water services and private drain connections and the costs thereof shall be as set out in the said Schedule "C2" and shall be borne by the applicant."

2) That Schedule "A" be amended as follows:  
in the tenth line the words "of \$30.00 per square metre" be struck out and replaced with the words "based on current year paving contract price plus 10% administration charge.",

3) That Schedule "C" be struck out.

4) That the word "Manager" be deleted wherever it appears in this by-law following the words "Public Works".

5) That section 10 be amended as follows: in the ninth line the words "in the opinion of the Public Works" be struck out and replaced by the words "it is determined by the Town's Public Works"; and, in the eleventh line, the word "Town's" be added following the word "the".

6) That a new section be added as follows:

"15. That any person who fails to abide by the requirements of this by-law, save and except an officer or employee of the Town of Fort Frances while performing his or her duties in good faith, is guilty of an offence and may be liable to a fine not exceeding \$500., exclusive of costs, said fine to be imposed under the provisions of The Provincial Offences Act, R.S.O. 1990, c.P.33 as amended."


TOWN OF FORT FRANCES


BY-LAW NO. 6/92-A

Page 2 of 2

This by-law shall come into full force and effect on final passing.

READ THREE TIMES and finally passed in open Council this 28th day of March, 1994.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk

## TOWN OF FORT FRANCES

DEPARTMENT OF PUBLIC WORKS  
TEMPORARY TERMINATION AND/OR RECONNECTION OF SERVICE

This permit is to allow the temporary termination and/or reconnection of sanitary sewer, storm sewer and water services by the owner where applicable as set out in this application in conjunction with the demolition permit. The said owner and applicant shall conform to rules and regulations governing the termination and connection of services in the said Municipality and shall strictly follow the procedure as set out herein and pay such fees as listed.

Upon application the owner/applicant shall:

Temporary Termination of Services:

1. Request water turn off by the Town - Fee \$30.00.
2. Owner or applicant shall dig at property line and
  - a) plug sewer line with proper plug;
  - b) cut and crimp waterline 12" from curb stop or at property line if curb stop is in different location.
3. Prior to backfilling this work shall be inspected by Public Works. Fee \$30.00.
4. Should the owner, applicant or their contractor damage any portion of the town service, main, sidewalk or road, they must notify Public Works immediately. The owner will be responsible for repair/replacement costs incurred by the Town.

Reconnection of Services:

1. The owner/applicant shall dig at property line, expose the existing services and have Public Works inspect these services prior to reconnection to ensure they meet present standards. Fee \$130.00.
2. If existing services are acceptable the owner may proceed with clean out installation, connection and must have these connections inspected by Public Works prior to backfilling. Fee \$30.00.
3. When ready the owner shall notify the Town to have water turned on. Fee \$30.00.
4. If existing services do not meet present standards or By-law requirements they shall be replaced at the owners cost as per Schedule "A" and "B" of this By-law.
5. Should the owner, applicant or their contractor damage any portion of the Town service, main, sidewalk or road they must notify Public Works immediately. The owner will be responsible for repair/replacement costs incurred by the Town.

NAME OF OWNER: \_\_\_\_\_  
ADDRESS OF OWNER: \_\_\_\_\_  
  
NAME OF APPLICANT: \_\_\_\_\_  
ADDRESS OF APPLICANT: \_\_\_\_\_  
ADDRESS OF SERVICE: \_\_\_\_\_

FEES:

TERMINATION:

		PUBLIC WORKS COMPLETED BY DATE
Water turn off	\$30.00	_____
Inspection	\$30.00	_____

SERVICE CONNECTION:

		PUBLIC WORKS COMPLETED BY DATE
Initial Inspection CCTV	\$130.00	_____
Connection Inspection	\$ 30.00	_____
Turn water on	\$ 30.00	_____

TOTAL FEES PAID: \$ \_\_\_\_\_

Above fees apply during regular working hours only - overtime rates shall apply.

I agree to abide by all laws, By-laws, rules and regulations governing the termination and service connections in the said Town of Fort Frances and to give proper notice for inspections.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ -19 .

\_\_\_\_\_ OWNER

\_\_\_\_\_ APPLICANT

Failure to follow these procedures or abide by said By-laws, rules and regulations could result in a fine of up to \$500.00 which will be assessed against the property.

TOWN OF FORT FRANCES  
DEPARTMENT OF PUBLIC WORKS  
TERMINATION OF SERVICE

THIS PERMIT is to terminate sanitary sewer, storm sewer, water services and remove water meter(s) where applicable as set out in this by-law in conjunction with the demolition permit. The said Owner and Applicant shall conform to rules and regulations governing the termination of services in the said Municipality.

Cost of termination of services will be as follows:

Sewer and water in same dig will be \$650.00

If services are in 2 separate digs cost will be \$650.00 each

If portions of the street surfacing have to be removed for termination of these services, the surface shall be repaired at a cost to the applicant based on the current year Paving Contract plus 10% administration charge.

NAME OF OWNER \_\_\_\_\_

ADDRESS OF SERVICE TERMINATION \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_

ADDRESS OF APPLICANT \_\_\_\_\_

RATE \$ \_\_\_\_\_ DEPOSIT PAID \$ \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PUBLIC WORKS SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

WORK COMPLETED

DATE \_\_\_\_\_

BY \_\_\_\_\_

LOCATION OF TERMINATED SERVICE \_\_\_\_\_

METHOD OF TERMINATION \_\_\_\_\_

SUPERINTENDENT \_\_\_\_\_

REMARKS: \_\_\_\_\_

\_\_\_\_\_

TOWN OF FORT FRANCES

BY-LAW NO. 6/92-B

(Being a by-law to amend By-Law No. 6/92 regarding the construction of private drain connections and/or water service pipes and fixing charges therefor.)

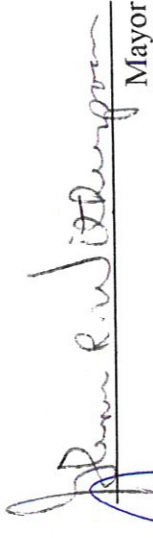
**WHEREAS** by resolution passed February 26, 1996, Council approved a recommendation to charge homeowners for second and subsequent thawing of frozen water service in the same winter season;

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

1. That pages 2 and 3 of Schedule "D" to By-Law No. 6/92 be repealed and replaced by Schedule "A" attached to and forming part of this by-law.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 11th day of March, 1996.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk

Town of Fort FrancesBy-Law No. 6/92-B Schedule "A"

## **TOWN OF FORT FRANCES WATERSERVICE MAINTENANCE AUTHORIZATION**

The undersigned, hereby authorizes the Town of Fort Frances Public Works Employees to enter upon his or her property for the purpose of water service connection maintenance.

It is understood that the property owner is responsible for that portion of the line which is on private property.

### **CHARGES:**

1. The standard charges for work performed during regular working hours shall be:
  - a) Thirty Dollars (\$30.00) for turn on or off of water service, each occurrence.
2. The following procedures are to be followed for thawing frozen waterlines:
  - a) That we first try thawing from the house to curb stop at the property line. If this is successful the property owner or tenant would pay 100% of all costs.
  - b) If we are unable to make a proper current flow connection at the curb stop or if we are unable to locate the curb stop, we then try thawing from the house to the watermain. If this is successful the property owner would pay 50% of all costs.
  - c) If we make proper current flow connections between the house and the curbstop and are unable to thaw the line, we then try thawing from the house to the watermain. If this is successful the Town would absorb all the cost with no costs going to the property owner or tenant.

formerly Schedule "D" page 2 of 4  
By-Law No. 6/92

- d) The cost of the second or any subsequent thawing of a frozen water service in the same winter season will be the responsibility of the property owner.
  - e) If it is determined that the problem is correctable, the service will be scheduled for remedy work the following summer.
3. Minimum charges for any work after hours or on weekends:
- a) Four (4) hours labour for each of two men plus materials, equipment, fringe benefits, and overhead.
4. Minimum charges on a legal holiday:
- a) Eight (8) hours labour for each of two men plus materials, equipment, fringe benefits, and overhead.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner or Authorized Representative.

RR/sch  
craymond.wpd

formerly Schedule "D" page 3 of 4  
By-Law No. 6/92

TOWN OF FORT FRANCES

BY-LAW NO. 6/92-C

(Being a by-law to amend By-Law No. 6/92 regarding the construction of private drain connections and/or water service pipes in the Town of Fort Frances.)

**WHEREAS** Council passed By-Law No. 21/96 on the 27th day of May, 1996 whereby restricting the availability of water supply in certain areas of Town that have been identified as having an inadequate water supply flow for fire protection;

**AND WHEREAS** it is deemed necessary to make applicants for water service aware of the limiting conditions regarding water service;

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

1. That Town of Fort Frances By-Law No. 6/92 be amended as follows:

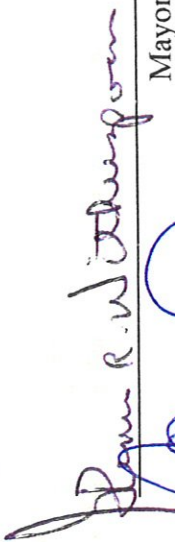
1) Paragraph 4 be struck out and subsequently re-enacted as follows:

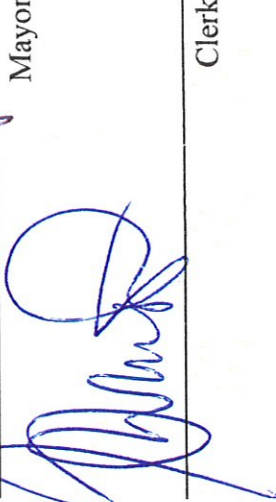
“4.(a) When a request or petition for construction of a private drain and/or water service connection is received in accordance with this by-law, the Manager of Operations and Facilities Division may proceed with the construction thereof and the terms and costs in connection therewith as hereinbefore stated shall apply, and if not otherwise paid, shall be collected in accordance with Subsection 2 of Section 4 of the Local Improvement Act.

4.(b) When a request for a water or sewer service connection at an owner's property line is received (Schedule “F” to this by-law), the Manager of Operations and Facilities Division will arrange for an inspection of said connection when so requested by the owner or applicant.”

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 10th day of June, 1996.

  
Mayor

  
Clerk

Town of Fort Frances

By-Law No 6/92-C  
Schedule "F"

TOWN OF FORT FRANCES  
SERVICE CONNECTION APPLICATION

OWNERS NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

\_\_\_\_\_ SEWER \_\_\_\_\_ WATER

IT IS HEREBY AGREED by the OWNER/APPLICANT that the connection to the service at the property line will be made according to the specifications of the Town of Fort Frances Operations and Facilities Division.

It is further agreed by the owner or applicant that if the application for water service is in an area of the Town of Fort Frances that has been identified as not having an available water supply that meets the minimum fire flow requirements for public fire protection, the owner or applicant will indemnify and hold harmless the Corporation of the Town of Fort Frances against any fire loss to his property that might be attributable to this inadequate water supply.

An inspection of the service connection shall be authorized by the Operations and Facilities Manager and the inspection shall be carried out during normal working hours regularly worked by the Town employees ie. 8:00 a.m. to 4:00 p.m., Monday through Friday.

Should the Owner/Applicant fail to have such inspection carried out, he shall expose at his own cost, the point at which the connection was made in order that this connection may be inspected.

DATED AT FORT FRANCES THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 199

\_\_\_\_\_  
Signature of Owner/Applicant

OFFICE USE ONLY

Date and time applicant notified Operations and Facilities Division Office for inspection _____.
Date and time inspection was made: _____
Remarks by Inspector: _____
Type of connection: _____
Soil Condition: _____
Weather: _____ Date Approved: _____
_____ Signature of Inspector

NOTE TO INSPECTOR:

- 1 Copy to be signed and left with applicant at completion of inspection
- 1 Copy to be returned to Operations and Facilities Superintendent

TOWN OF FORT FRANCES

BY-LAW NO. 6/92-D

(Being a by-law to fix charges for installation of water service pipes/connections from a certain new watermain to the street line along King's Highway and Oakwood Road - the Local Improvement Act, R.S.O. 1990, c.L.26, the Municipal Act, R.S.O. 1990, c.M.45, the Public Utilities Act, R.S.O. 1990, c.P.52.)

**WHEREAS** by By-Law No. 24/96 enacted May 13, 1996, Council approved the construction of a certain new watermain along a portion of King's Highway and a portion of Oakwood Road;

**AND WHEREAS** Section 2 of By-Law No. 24/96 provides for construction of private water service pipes from the watermain to the street line on either or both sides of said watermain and are to be specially assessed upon the particular lot for or in connection with which they are constructed;

**AND WHEREAS** by resolution passed May 13, 1996, Council directed that this by-law be prepared;

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

1. That Town of Fort Frances By-Law No. 6/92, as amended, be now further amended as follows:

1) By the addition of a new section as follows:

- 2.1. That with respect to private water service pipes/connections constructed to the street line from a main constructed under authority of Town of Fort Frances By-Law No. 24/96, along King's Highway from Pit Road No. 2 to Oakwood Road and along Oakwood Road from King's Highway to Lindy Place North, the owner(s) of the property for or in connection with which said private water service pipes/connections are constructed shall pay, in addition to those costs set out in Section 2., an amount calculated as a pro rata share of the actual costs of constructing said watermain expressed as a metre frontage rate applied against the total frontage of their property abutting the work.

Payment of the frontage charge shall be effected by the property owners in one of the following three methods:

1. They may commute, by payment in full, within 30 days from the date of a notice from the Town that the construction is completed and showing the amount of the charges payable;
2. They may elect to transfer their total costs as a one time levy to their tax account to be paid similar to taxes;
3. They may elect to have the costs levied in the same manner as taxes over fifteen (15) years in equal annual installments including interest calculated at 8% annually.

This by-law shall come into force and take effect on the final passing thereof.



TOWN OF FORT FRANCES

BY-LAW NO. 6/92-E

(Being a by-law to amend By-Law No. 6/92 regarding the construction of private drain connections and/or water service pipes in the Town of Fort Frances.)

**WHEREAS** by resolution passed November 12, 1996, Council approved certain new policies with respect to storm sewer connections;

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

1. That Town of Fort Frances By-Law No. 6/92 as amended by now further amended as follows:

- 1.) That Section 10. be amended by deletion of the last whole paragraph and subsequent addition of the following:

“Where, as determined by the Town of Fort Frances Public Works, there is an acceptable storm sewer abutting the property, the property owner shall direct the discharge from the weeping tile sump pump to a properly installed storm sewer connection. Installation of the required service from the storm sewer main to the property line will be done by the Town of Fort Frances Public Works at the expense of the property owner. The rates for the installation of this service are as provided in Schedule “B” of this By-Law.

Where as determined by the Town of Fort Frances Public Works, there is no acceptable storm sewer nor open ditch abutting the property, the property owner may make application annually in the form of Schedule “G” to this By-Law for permission to direct the discharge from the weeping tile sump pump to the sanitary sewer between October 15 and March 31 each year. Approval by the Manager of Operations and Facilities of the application is required before any connection to the sanitary sewer is made. The property owner shall terminate the connection of the discharge from the weeping tile sump pump to the sanitary sewer and redirect the discharge to the outdoors by March 31 or as directed by the Manager of Operations and Facilities.

In special circumstances, the Manager of Operations and Facilities may grant permission to a property owner to deviate from the foregoing requirements.

No property owner shall permit the discharge from the weeping tile sump pump to the surface of any municipal road during winter months.

- 2.) That Schedule “B” (Rates for Installation of Sewer and Water Connections) be amended by striking out the following:


“Commercial Services be cost plus” and subsequent replacement by the following:

“Commercial services and storm sewer services are cost plus.”

This by-law shall come into full force and effect upon the final passing thereof.

READ THREE TIMES and finally passed in open Council this 25th day of November, 1996.

 Mayor

 Clerk

TOWN OF FORT FRANCES

APPLICATION FOR WEEPING TILE DISCHARGE

I hereby make application to redirect my weeping tile discharge into the sanitary sewer system between October 15 and March 31.

I agree to abide by all by-laws, rules and regulations governing this temporary connection and will redirect these flows to the outdoors between April 1 and October 14.

Application must be submitted on an annual basis.

Dated at Fort Frances this \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Applicant

-----

This permit to redirect weeping tile discharge into the sanitary sewer as set out above is granted provided the said Owner and Applicant shall conform to the by-laws, rules and regulations governing this connection.

DATE \_\_\_\_\_

\_\_\_\_\_  
MANAGER OPERATIONS & FACILITIES

THE CORPORATION OF THE  
TOWN OF FORT FRANCES

By-Law Number 10/94

A By-law under the Building Code Act, 1992 respecting permits and related matters

WHEREAS Section 7 of the Building Code Act, 1992, authorizes a municipal council to pass by-laws concerning the issuance of permits and related matters.

THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF FORT FRANCES ENACTS AS FOLLOWS:

1. SHORT TITLE

This By-law may be cited as the "Building Permit By-law".

2. DEFINITIONS AND WORD USAGE

In this By-law:

- 1) (a) "Act" means the Building Code Act, 1992, as amended.
- (b) "applicant" means the owner of a building or property who applies for a permit or any person authorized by the owner to apply for a permit on the owner's behalf, or any person or corporation empowered by statute to cause the demolition of a building or buildings and anyone acting under the authority of such person or corporation.
- (c) "Building Code" means the regulation under made Section 34 of the Act.
- (d) "Chief Building Official" means the Chief Building Official appointed by Council under Section 3 of the Act.
- (e) "owner" means the registered owner of the land and includes a lessee, mortgagee in possession, and the person in charge of the property.
- (f) "permit" means permission or authorization given in writing by the Chief Building Official to perform work regulated by the Act and Building Code, or to occupy a building or part thereof.
- (g) "permit holder" means the person to whom the permit has been issued and who assumes the primary responsibility for complying with the Act and the Building Code.
- 2) Terms not defined in this By-law shall have the meaning ascribed to them in the Act or the Building Code.

3. CLASSES OF PERMITS.

Classes of permits required for construction, demolition or charge to use or set forth in Schedule "A" appended to and forming part of this By-law.

#### 4. PERMITS

- 1) To obtain a permit, an applicant shall file an application in writing on forms prescribed by and available from the Chief Building Official, and shall supply any other information relating to the application as required by the Chief Building Official.
- 2) Every building permit application shall:
  - a) identify and describe in detail the work, use and occupancy to be covered by the permit for which the application is made;
  - b) identify and describe in detail the existing uses and the proposed use(s) for which the premises are intended;
  - c) describe the land on which the work is being done, by a description that will be readily identify and locate the site on which the building or demolition is to occur;
  - d) be accompanied by plans and specifications as described in the By-law;
  - e) state the names, addresses and telephone numbers of the owner, applicant, architect, engineer or other designer and the constructor or person hired to carry out the demolition , as the case may be;
  - f) when Section 2.3 of the Building Code applies, be accompanied by a signed acknowledgement of the owner on a form prescribed by the Chief Building Official than an architect, or professional engineer, or both have been retained to carry out the general review of the construction or demolition of the building;
  - g) when Section 2.3 of the Building Code applies, to be accompanied by a signed statement of the architect or professional engineer, or both, on a form prescribed by the Chief Building Official, undertaking to provide general review of the construction or demolition of the building;
  - h) include where applicable, the registration number of the builder or vendor as provided in the Ontario New Home Warranties Plan Act;
  - i) state estimated valuation of the proposed work including materials and labour; and
  - j) be signed by the applicant who shall certify as to the truth of the contents of the application.
- 3) In addition to the requirements of subsection (2) above, every demolition permit application shall:
  - a) When Section 2.3 of the Building Code applies, be accompanied by a structural design characteristics of building and the method and time schedule of the demolition; and
  - b) be accompanied by satisfactory proof the arrangements have been made with proper authorities for the termination and the capping of all the water, sewer, gas, electric, telephone or other utilities and services.

- 4) In addition to the requirement of subsection (2) above, every construction permit application for part of a building shall:
  - a) include an application for the entire project; and
  - b) include plans and specifications covering the part of the work for which more expeditious approval is desired, together with such information pertaining to the remainder of the work as may be required by the Chief Building Official.
- 5) In addition to the requirements of subsection (2) above, every conditional permit application for the construction of a building shall:
  - a) state the reasons why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted; and
  - b) state necessary approvals which may be obtained in respect of the proposed building and the time in which such approvals will be obtained.
- 6) In addition to the applicable requirements of subsection (2) above, every change of use permit application shall:
  - a) describe the building or part thereof in which the occupancy is to be changed; and
  - b) include plans and specifications which show the current and proposed occupancy of all parts of the building, and which contain sufficient information to establish compliance with the requirements of the Building code including, floor plans, details of wall, floor and roof assemblies identifying required fire resistance rating and load bearing capabilities.
- 7) The Chief Building Official shall, where conditions in subsection (4) above have been fulfilled, issue a permit for part of a building subject to compliance with the Act, the Building Code and any applicable law.
- 8) The Chief Building Official may, where conditions in subsection 8(3) to 8(5) of the Act and subsection (5) above have been fulfilled, issue a conditional permit for a building subject to compliance with the Act, the Building Code and any applicable law.
- 9) The Chief Building Official shall not, by reason of the issuance of a permit or permits for a part or parts of the building issued under subsections (4) and (5) be under any obligation to grant any further permit or permits therefore.
- 10) Where an application for a permit remains incomplete or inactive for six months after it is made, the application may be deemed by the Chief Building Official to have been abandoned and notice shall be given to the applicant.

## 5. FINISHED GRADE LEVEL

- 5.1 When the application submitted is for construction of a new and separate building, a form prescribed by the Chief Building Official shall be completed by the Chief Building Official and signed by the applicant.
- 5.2 Upon issuance of the permit a fee shall be paid as prescribed in Schedule 'A' for setting of a Finished Grade Level.

5.3 The Town Engineering Office shall within two business days establish at the site the appropriate Finished Grade Level.

## 6. PLANS AND SPECIFICATIONS

1) Every applicant shall furnish,

- a) sufficient plans, specifications, documents and other information to enable the Chief Building Official to determine whether the proposed construction, demolition, or change of use conforms to the Act and the Building Code; and shall not be limited to the following: Site Plan, Foundation Plan, Floor Plan(s), Building Section, Elevations, and Plumbing Drawing.
- b) a site plan, referenced to a current plan of survey, certified by a registered Ontario Land Surveyor and a copy of such a survey shall be filed with the municipality unless this requirement is waived because the Chief Building Official is able, without having a current plan of survey, to determine whether the proposed work conforms to the Act, the Building Code, and any other applicable law. Site plan shall include
  - i) lot size and dimensions of property;
  - ii) setbacks from existing and proposed buildings to property boundaries and to each other.
- 2) Plans submitted shall be legible and be drawn to scale upon paper or other suitable and durable material.
- 3) Two sets of plans, specifications, documents and other information required to be furnished with an application for permit having regard for the requirements of any Act, regulation or By-law respecting the examination or circulation of the application shall be submitted to the Chief Building Official.
- 4) On completion of the construction of a building, the Chief Building Official may require a set of as constructed plans, including a plan of survey showing the location of the building.
- 5) Plans and specifications furnished according to this by-law or otherwise required by the Act become the property of the municipality and will be disposed or retained in accordance with relevant legislation.

## 7. FEES

- 1) The Chief Building Official shall determine the required fees calculated in accordance with Schedule "A" for the work proposed and the applicant shall pay such fees. No permit shall be issued until the fees therefore have been paid in full.
- 2) Upon written request, the Chief Building Official shall determine the amount of fees, if any, that may be refunded in accordance with Schedule "A" in the case of:
  - (a) withdrawal of an application,
  - (b) abandonment of an application pursuant to subsection 4(10) above,
  - (c) refusal to issue a permit, or
  - (d) request for revocation of a permit pursuant to Clause 8(10) (e) of the Act.

- 3) Subject to subsection 7(1), there shall be no refund of permit fees where a permit has been revoked.

#### 8. PERMIT REVOCATION, DEFERRAL OF REVOCATION AND TRANSFER

##### 1) Revocation of Permit

- (a) Prior to revoking a permit under Clauses 8(10) (b) and (c) of the Act, the Chief Building Official shall give written notice of intention to revoke to the permit holder at his last known address and, if on the expiration of thirty (30) days from the date of such notice, the ground for revocation continues to exist, the permit may be revoked without further notice and all submitted plans and other information may be disposed of.

- (b) Notification under Subsection (a) shall be served either personally or by registered mail. Where notification is by registered mail, it shall be deemed to have been served on the third business day after the date of mailing.

##### 2) Deferral of Revocation

- (a) On receipt of the notice of intention to revoke a permit, a permit holder may request in writing within (30) days from the date thereof the Chief Building Official to defer the revocation of such permit.
- (b) A request for deferral shall set out the reasons why the permit should not be revoked and the date by which the work will be commenced or resumed.
- (c) Having considered the circumstances of the request and having determined that there have been no changes to the Act and the Building Code and any other applicable law which would have prevented the issuance of the original permit, the Chief Building Official may allow a deferral to a prescribed date and shall notify the permit holder.
- (d) A request for deferral of revocation is subject to a fee in accordance with Schedule "A"

##### 3) Transfer of Permit

- (a) permits are transferrable only upon the new owner completing a permit application to the requirement of Section 4
- (b) A fee as prescribed in Schedule "A" shall be payable on a transfer of permit by the new owner who shall thenceforth be the permit holder for the purpose of the Act and the Building Code.

#### 9. NOTIFICATIONS

- 1) Notices for inspections respecting the stages of construction required by the Building Code shall be given by the permit holder to the Chief Building Official at least two business days in advance of each stage of construction specified therein.
- 2) A notice pursuant to this section is not effective until written or oral notice is received by the Chief Building Official.

## SCHEDULE "A"

1. Permit Fee for construction or demolition shall be calculated based on the estimated construction (demolition) cost. Estimated construction (demolition) cost shall include all material and labour costs to complete the work for which the permit has been applied for.

In the case of owner built, the Chief Building Official shall determine the estimated construction (demolition) costs based on current related costs.

Permit fees shall be \$20.00 for the first \$1000 plus \$5.00/\$1000 of additional \$1000 or part thereof.

2. Plumbing inspection fee shall be in addition to the permit for where the construct includes plumbing work. Plumbing inspection fee shall be \$5.00/fixture.

3. Finished grade level fee shall be \$80.00.

4. Change of Use the fee shall be \$50.00 plus any additional fee required by any alterations, additions or repairs to be made.

5. Administrative Fee shall be paid when construction/demolition work commenced prior to the issuance of a permit, the fee prescribed in (1) shall be increased by the greater of \$50.00 or 10%.

6. Pursuant to Section 7 of this by-law, the fee that may be refunded shall be as follows:

50% if the permit has been issued and construction has not commenced.

5% shall additionally be deducted for each field inspection that has been performed after the permit has been issued.

7. Transferring a permit from one permit holder to another, the fee shall be \$50.00.

8. The fee for a request for deferral of revocation shall be \$20.00.

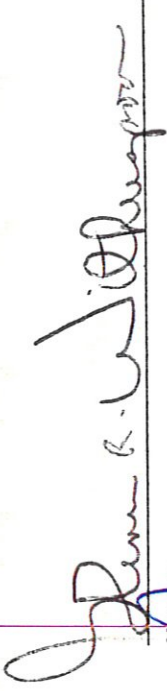
10. SEVERABILITY

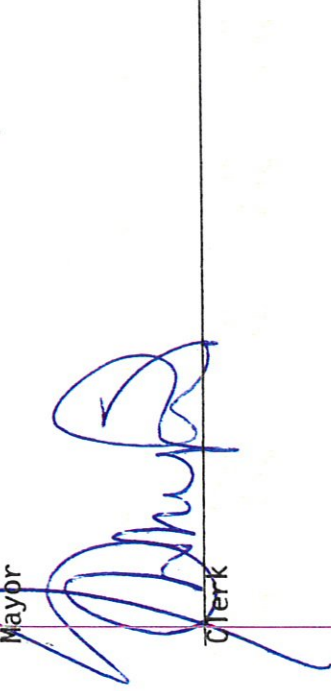
Should any section, subsection, clause or provision of this By-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this By-law as a whole or any part thereof, other than the part so declared to be invalid.

11. REPEAL

By-Law Number 24/82 and 30/88 are hereby repealed.

This by-law shall come into force and take effect on final passing  
READ THREE TIMES AND FINALLY PASSED IN open Council this 14th, day  
of March 1994.

  
Mayor

  
Clerk

TOWN OF FORT FRANCES

BY-LAW NO. 10/94-A

(Being a by-law to amend Town of Fort Frances By-Law No. 10/94, the Building Permit By-Law.)

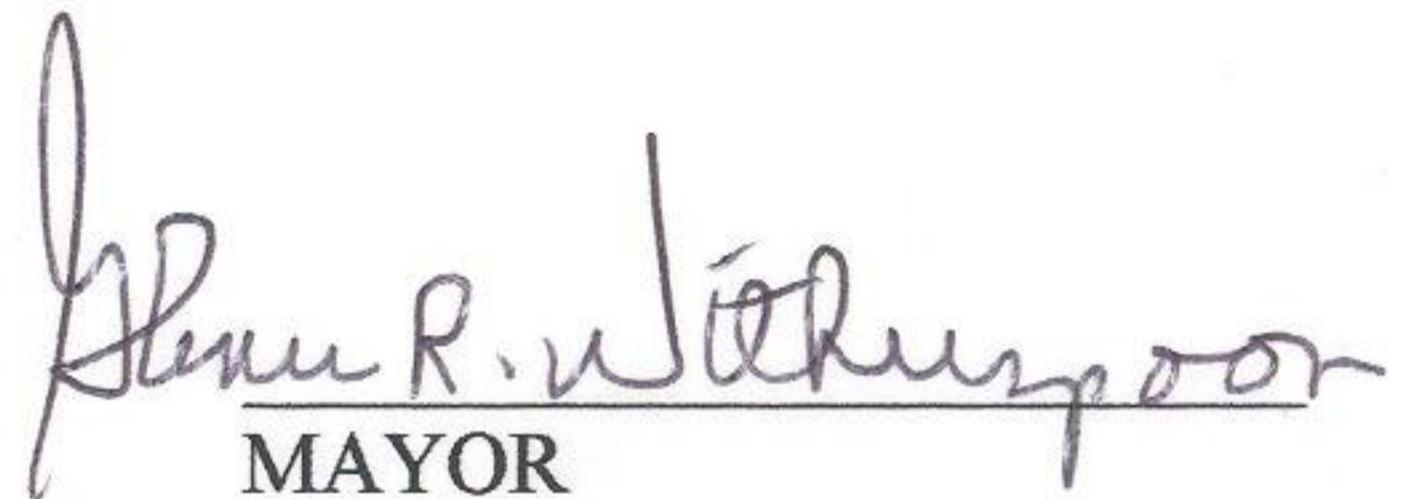
WHEREAS on January 22, 2001, Council approved a revision to the manner in which the value of construction for residential construction is to be determined for purposes of calculating the permit fee;

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

1. That Schedule "A" to Town of Fort Frances By-Law No. 10/94 be struck out and replaced by Schedule "A" attached hereto and forming part of this by-law.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 12<sup>th</sup> day of February 2001.

  
MAYOR

  
CLERK

TOWN OF FORT FRANCES BY-LAW NO. 10/94-A SCHEDULE "A"

1. Permit Fee for construction or demolition shall be calculated based on the estimated construction (demolition) cost. Estimated construction (demolition) cost shall include all material and labour costs to complete the work for which the permit has been applied for.

In the case of owner built construction, or where no formal contract for construction exists, and in all cases of residential construction (new residential, additions, renovations and accessory structures), the Chief Building Official shall determine the value of construction based on known and current industry values for the district.

2. Fees as provided for in this by-law and more specifically for:

Permit for construction or demolition

Plumbing inspection - the fee for which is in addition to the permit for where the construct includes plumbing work

Finished grade level

Change of use - is in addition to fees required for any alterations, additions, or repairs to be made

Administration Fee - shall be paid when construction/demolition work commenced prior to the issuance of a permit

Transfer of permit

Request for deferral of revocation

shall be as set out in the Schedule of Fees in the Town's Fees By-Law as may be revised by Council from time to time.

3. Pursuant to Section 7 of this by-law, the fee that may be refunded shall be as set out in the Schedule of Fees in the Town's Fees By-Law as may be revised by Council from time to time.

## TOWN OF FORT FRANCES

OPERATIONS &amp; FACILITIES DIVISION

BUILDING PERMIT APPRAISAL

CHECKED BY: <u>T. LAW</u>	DATE: <u>OCTOBER 16, 2014</u>
ADDRESS (of new construction): <u>118 THIRD STREET WEST</u>	
NAME OF DEVELOPER: <u>JACK GREY</u>	
ADDRESS OF OWNER/ DEVELOPER: <u>118 THIRD ST. W.</u>	
DEVELOPMENT /SUBDIVISION: <u>SINGLE DETACHED DWELLING</u>	
EXISTING SANITARY SEWER MAIN: DEPTH: <u>NA</u>	SIZE: <u>380mm</u> MATERIAL: <u>AC</u>
EXISTING WATER MAIN: DEPTH: <u>NA</u>	SIZE: <u>150mm</u> MATERIAL: <u>DI</u>
EXISTING STORM SEWER MAIN: DEPTH: <u>NA</u>	SIZE: <u>450mm</u> MATERIAL: <u>PVC</u>
EXISTING CONNECTION TO PROPERTY: SEWER: <u>✓</u> WATER: <u>✓</u> STORM: <u>NA</u>	

APPLICATION MUST BE MADE TO THE TOWN OF FORT FRANCES PUBLIC WORKS DEPARTMENT FOR EACH OF THE FOLLOWING SERVICES, IF APPLICABLE. THE TOWN OF FORT FRANCES, AT THE DEVELOPERS COST, WILL INSTALL ALL SERVICES. THE APPROPRIATE FORMS FOR EACH SERVICE PROVIDED MUST BE FILLED OUT SIGNED AND DEPOSIT MADE BY THE DEVELOPER BEFORE A BUILDING PERMIT IS ISSUED. IF THE DEVELOPER PLANS TO RECONNECT TO EXISTING SERVICES THE MANAGER OF OPERATIONS AND FACILITIES OR AN APPROVED DESIGNATE WILL BE RESPONSIBLE FOR THE PERFORMING THE INSPECTION. THE EXISTING SERVICES ARE TO BE EXPOSED AT THE PROPERTY LINE BY THE DEVELOPER TO PERMIT THE INSPECTION. THE INSPECTION WILL CONSIST OF VERIFYING THE SIZE, MATERIAL TYPE AND DEPTH OF THE SERVICES. A CLOSED CIRCUIT TELEVISION INSPECTION (CCTV) WILL DETERMINE IF THE PIPE MEETS PRESENT STANDARDS AND WHETHER OR NOT A CONNECTION CAN BE MADE.

SANITARY SEWER SERVICE CONNECTION: <u>4" PVC / VCT</u>
WATER SERVICE CONNECTION: <u>19mm COPPER</u>
STORM SEWER SERVICE CONNECTION: <u>NA</u>
PRIVATE CROSSING (CULVERT): <u>NA</u>
PRIVATE CROSSING (CONCRETE): <u>EXISTING (MAY REQUIRE NEW INSTALLATION)</u>
WEeping TILE SUMP PUMP DISCHARGE (where): <u>FRONT / SIDE YARD</u>
BUILDING GRADE: ELEVATION ON SUBDIVISION PLAN: _____ SET BY FIELD CONDITIONS: <u>✓</u>
ROAD TYPE: ASPHALT: <u>✓</u> SURFACE TREATMENT: _____ GRAVEL: _____
CONCRETE CURB & GUTTER: <u>✓</u>
OPEN DITCH: <u>NA</u>
SWALES: <u>SIDE YARD</u>
ADDITIONAL COMMENTS: <u>SUMP PUMP MUST PUMP WATER TO SURFACE</u>

## ADDITIONAL INFORMATION:

EXISTING WATER / SEWER SERVICES MUST BE INSPECTED BY PUBLIC WORKS PRIOR TO CONNECTION - @ OWNER'S EXPENSE

OWNER'S SEWER LINE FULL OF ROOTS & REQUIRES REPLACEMENT

GIVEN TO OWNER PENDING RESULT OF LETTER TO COUNCIL DATED OCT 24/14

PREPARED BY: J. LAW SIGNATURE: J. LAW

- OWNER ADVISED THAT OCCUPANCY WILL NOT BE GRANTED BEFORE THIS ISSUE IS RESOLVED

THE UNDERSIGNED HAS READ AND AGREES TO ALL OF THE TERMS AND CONDITIONS AS DESCRIBED IN THIS DOCUMENT

DEVELOPER: JACK GRAY SIGNATURE: JACK GRAY

DATE: OCT. 24 / 14 COPY WITH PERMIT: (INITIAL) JL

# TOWN OF FORT FRANCES CCTV INSPECTION REPORT

Line Location: 118 THIRD STREET WESTDate: SEPT 15, 2014CCTV Reference #: VIDEO TAPEPage: 1 of 1Technician: VEERT

Pipe Cleaned (By/Date): \_\_\_\_\_

Camera Travel (MH/CO & With/Against Flow): WITH FLOWPipe Diameter: 4"Pipe Material: CI/PVC/VCTPipe Use: SANLine Type: SERVICE

Start Time: \_\_\_\_\_

End Time: \_\_\_\_\_

Other

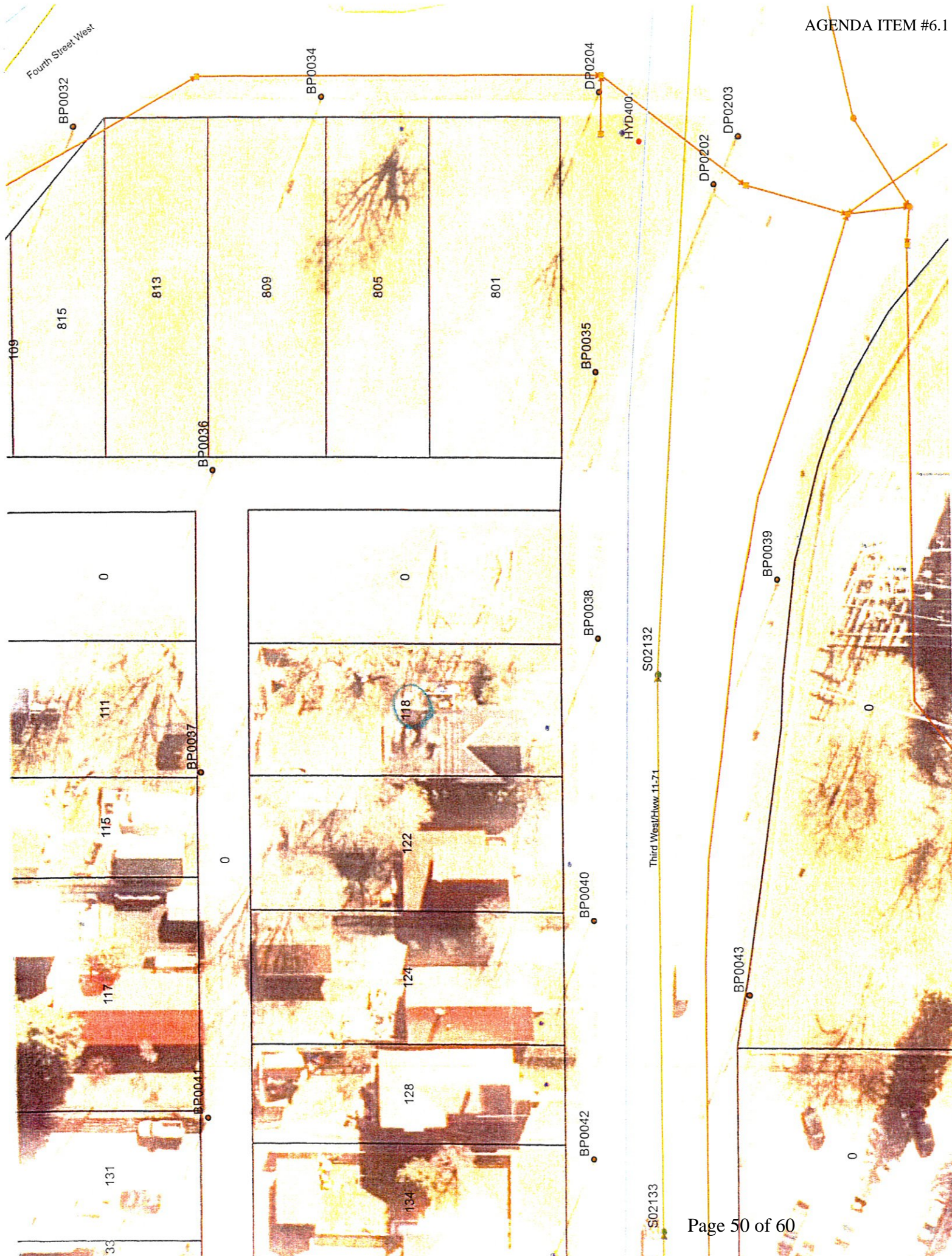
Information: \_\_\_\_\_

Chainage/Remarks:

0' - c-top of clo'in basement, 4" CI pipe0'-18' - roots @ all joints (mats/balls)18'-27' - 4" PVC section24' - clo27' - 4" VCT31' - slight offset c joint (1/2")38' - calcite @ top of joint41' - Calcite @ top of joint58' - dip (water), offset joint > 1"59' - rise to main, service connects into MH

Supervisor

Comments: \_\_\_\_\_





**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2014/114**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** November 6, 2014  
**Subject:** Mark McCaig, CAO –Rainy River District Delegation Travel Claim

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “B” Travel Expenses of \$147.00 to attend the Rainy River District Delegation at Queen’s Park for November 3 & 4, 2014 as submitted by Mark McCaig, CAO.

The travel expense claim is in compliance with Town of Fort Frances Travel Policy Number 3.11.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the Travel Expense claim for November 3 & 4, 2014 in the total amount of \$147.00 as submitted by Mark McCaig, CAO to attend the Rainy River District Delegation at Queen’s Park.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Travel Expense claim for November 3 & 4, 2014 in the total amount of \$147.00 as submitted by Mark McCaig, CAO to attend the Rainy River District Delegation at Queen’s Park.

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

1. Attendee	MARK MCCAIG							
2. Conference/Seminar Attended	RAINY RIVER DISTRICT DELEGATION							
Location (Facility and City)	QUEEN'S PARK							
Dates	Nov. 3, 4							
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation								
Transportation		12.00	(Taxi out of Pocket)					12.00
Breakfast		—	15.00					15.00
Lunch		—	20.00					20.00
Dinner		40.00	40.00					80.00
Per Diem		10.00	10.00					20.00
Other								
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
5. Town Used Vehicle	Yes	No	Reason					Total
Mileage Claimed	KM x \$0.47 =							
6. Approved								Total Expenses
								Advance Received
								Balance Claimed
								MM 147.00
								107.00
								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.

Nov. 5, 2014  
 Date

*Mark McCaig*  
 Employee Signature

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

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

Date	Treasurer	A / P	Cashier



September 17, 2014

REPORT TO: Mayor and Council  
 FROM: Mark McCaig, CAO  
 SUBJECT: Term Limits for Boards and Committees.

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At the Administration and Finance Executive Committee meeting of September 16, the committee considered the by-law that limits the tenure for members of boards and committees appointed by Council.

Currently under By-Law No. 6/77-C, the maximum tenure of office of appointments by Council to boards and advisory committees is 8 years. In 2011, this by-law was further amended through By-Law 6/77-D to exempt the members of the Fort Frances Municipal Non-Profit Housing Corporation (FFMNPHC) board of directors from the 8 year limit. This was done in consideration of the difficulties encountered in receiving applications for the positions.

Over the last few years, the Town has noted a decline in applications to boards and committees. These entities are crucial to Town operations. In consideration of this decline in applications, the AFEC is recommending that the 8 year term limit for boards and committees be abolished. The rationale is that any persons wishing to volunteer for such a commitment on a continuing basis should have the opportunity to do so.

Respectfully submitted,

Mark McCaig, CAO

MM/kl

**COUNCIL APPROVAL OF THIS REPORT** will direct the preparation of a by-law which will rescind By-Law 6/77 and abolish term limits for those boards and committees appointed by Council.

## TOWN OF FORT FRANCES

### BY-LAW NO. 6/77-C

(Being a by-law to amend Town of Fort Frances By-Law No. 6/77, a by-law to limit the tenure of office of appointments by Council to boards and committees.)

WHEREAS on February 22, 2010, Council approved limiting the maximum tenure of office of appointments by Council to boards and advisory committees from 9 consecutive years to 8 years;

AND WHEREAS provisions in the *Planning Act*, with respect to appointment by a council of members to a Committee of Adjustment have changed such that members are now appointed with a term that coincides with the term of council;

AND WHEREAS the Committee of Adjustment now is performing the functions of planning advisory and the Planning Advisory Committee is no longer a separate committee.

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

1. That Town of Fort Frances By-Law No. 6/77, as amended, be now further amended as follows:
  - 1) Section 1. be repealed and subsequently re-enacted as follows:
    - "1. That effective December 1, 2010, continuous reappointments of members to local boards and committees shall be limited to a maximum tenure of eight (8) consecutive years on any one board or committee."
  - 2) Section 2. be repealed and subsequently re-enacted as follows:
    - "2. That any board or committee member who, as of November 30<sup>th</sup> in the final year of their term of appointment, has served the maximum of eight (8) consecutive years on a board or committee, shall not be eligible for reappointment to such board or committee until December 1<sup>st</sup> in the next succeeding year.
  - 3) Section 3. be repealed.
  - 4) Sections 4. and 5. be renumbered Sections 3. and 4.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 9<sup>th</sup> day of August 2010.

TOWN OF FORT FRANCESBY-LAW NO. 6/77-D

(Being a by-law to amend Town of Fort Frances By-Law No. 6/77, a by-law to limit the tenure of office of appointments by Council to boards and committees.)


WHEREAS on March 28<sup>th</sup>, 2011, Council approved a request from the Fort Frances Municipal Non-Profit Housing Corporation board of directors to exempt the appointment of their members from the limitations imposed by Town of Fort Frances By-Law No. 6/77.

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

1. That Town of Fort Frances By-Law No. 6/77, as amended, be now further amended by the addition of the following section:  
  
"3.2 That the provisions of this by-law do not apply to the appointment of members to the board of directors for the Fort Frances Municipal Non-Profit Housing Corporation."

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 11<sup>th</sup> day of April 2011.

  
\_\_\_\_\_  
R. Avis, Mayor  
\_\_\_\_\_  
G. Treftlin, Clerk

# Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:10-01-2014 - 10-31-2014

Municipality		Fort Frances				
Permit					Units	Value
RollNo	Owner	Contractors	Property Address	Work Descripton	/ Area	
2014-092	MADORE TRENT JOSEPH 1108 SECOND STREET EAST FORT FRANCES ONTARIO P9A 1P2	Owen Martin	1108 SECOND ST E	Construct a 16 x 38 8 Addition and 10 x 16 deck addition		\$60,000.00
59-12-030-007-00400-0000			Legal Description: PLAN SM48 LOT 22 PCL 11484 and PLAN SM48 LOT 21 PCL 21-1 SEC SM48	Stat's Canada Codes Building: 110 Work: 02	1 72.33	
2014-094	NORTHWEST CATHOLIC DISTRI 75 VAN HORNE AVE SUITE B DRYDEN ON P8N 2B2	Wayne Kaun ALBERTON	675 FLINDERS AVE	Construct a 181.6 sq. m single storey wood frame ddition with slab on grade foundation and new pitched roof over existing structure		\$500,000.00
59-12-010-004-13300-0000			Legal Description: RANGE RIV LOT 39 TO 40 PT;PCL 15590	Stat's Canada Codes Building: 520 Work: 02	1 225	
2014-095	GRAY JACK ALAN 118 THIRD ST W GRNDFL GRNDFL FORT FRANCES ON P9A 3A3	Claude Jodoin	118 THIRD ST W	Demolish and remove from site existing fire damaged single detached dwelling to the floor level leaving existing basement to accept future new dwelling.		\$1,000.00
59-12-010-001-02800-0000			Legal Description: PLAN M74 BLK 9 LOT 45 TO 46;PCL5359 & 2455	Stat's Canada Codes Building: 110 Work: 16	0 84.85	
2014-096	BECK CLAYTON ROBERT PO BOX 360 SHILO MB R0K 2A0	Mike Busch (807) 274 9310	228 SIXTH ST E	Demolish and remove from site existing single detached dwelling and construct a new 1200 sq ft single detached dwelling with attached garage.		\$320,000.00
59-12-010-007-07500-0000			Legal Description: SM117 PTS 32,33,34 PLAN RR;319 PCL B-2	Stat's Canada Codes Building: 110 Work: 01	1 151.62	

2014-097	DEPIERO AUNE IRENE 1505 COLONIZATION RD W FORT FRANCES ON P9A 2T6	Mike Busch	1505 COLONIZATION RD W	Construct a new 14 x 22 sunroom and bathroom addition	\$35,000.00
59-12-010-005-08200-0000			<b>Legal Description:</b> PT RIV R LOT 45 LOT 46 PCL;18427	<b>Stat's Canada Codes</b> <b>Building:</b> 110 <b>Work:</b> 02	1 26.01
2014-098	ACREE WAYNE JASPER 905 CHRISTIE AVENUE N FORT FRANCES ONTARIO P9A 2G4		905 CHRISTIE AVE N	Construct a new 20 x 20 accessory use building	\$12,000.00
59-12-020-006-10500-0000			<b>Legal Description:</b> PLAN SM55 LOT 21 & PT LOT 20;PCL 20-2 & 21-1	<b>Stat's Canada Codes</b> <b>Building:</b> 450 <b>Work:</b> 01	1 37.16
2014-099	OH-SHKL-BE-MA-TE-ZE-WIN INC PO BOX 820 STN MAIN FORT FRANCES ON P9A 3N1	Marty Degagne RR #1 RMB 133 FORT FRANCES ON	601 KINGS HIGHWAY	Construct a new front entry stair and landing over existing front entry stair	\$5,500.00
59-12-010-002-07800-0000		P9A 3M2	<b>Legal Description:</b> PT RIV R 37 & 48R3458 PTS 25;-27 PCL 11073 & PT PCL 25794	<b>Stat's Canada Codes</b> <b>Building:</b> 520 <b>Work:</b> 03	1 8.91
2014-100	HUITIKKA-WIPF WANDA WIPF E 526 FIRST STREET EAST FORT FRANCES ONTARIO P9A 1L1	HUITIKKA-WIPF WANDA WIPF EDDY 526 FIRST STREET EAST FORT FRANCES	526 FIRST ST E	Remove Existing siding add 2 rigid Insulation, house wrap, and new vinyl siding	\$7,500.00
59-12-020-005-00700-0000		P9A 1L1	<b>Legal Description:</b> PLAN M73 BLK 2 LOT 24 &;E25FT LOT 25 PCL BLK 2-24- 1;& 2-25-3	<b>Stat's Canada Codes</b> <b>Building:</b> 110 <b>Work:</b> 03	1
2014-101	ROISIN ALFRED ALBERT RMB 263 RR 1 STN MAIN FORT FRANCES ON P9A 3M2	Tysen Dennis 140 FOURTH STREET W. FORT FRANCES	1037 THIRD ST E	Demolish and remove from site existing front deck and reconstruct new 5 x 5 landing and entry stair per By-Law Order	\$1,500.00
59-12-030-005-09200-0000			<b>Legal Description:</b> PSM50 LOT 157 PCL 157-4	<b>Stat's Canada Codes</b> <b>Building:</b> 310 <b>Work:</b> 02	1 2.32

2014-102	CUMMING GRAHAM DONALD 390 PIT ROAD 2 FORT FRANCES ON P9A 3M1	Tysen Dennis 140 FOURTH STREET WEST FORT FRANCES	390 PIT ROAD 2	Construct a new 20 x 40 addition to the north side of the existing SDD	\$40,000.00
59-12-010-006-14200-0000			<b>Legal Description:</b>  PLAN SM111 PT BLK B PLAN RR;26 PART 2 & 3 PCLS BLK B-4,;BLK B-7	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 74.322 <b>Work:</b> 02	1
2014-103	DESCHAMPS MARLENE EVA 229 THIRD ST E FORT FRANCES ON P9A 1P7	DESCHAMPS MARLENE EVA 229 THIRD ST E FORT FRANCES ON	229 THIRD ST E	Install metal roof, moisture barrier, and strapping to kitchen and porch area of house	\$1,000.00
59-12-020-008-04700-0000		P9A 1P7	<b>Legal Description:</b>  PSM47 E PT LOT 6 PCL 5214	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 <b>Work:</b> 03	1
2014-104	ROMAN CATHOLIC BISHOP OF T PO BOX 10400 STN P THUNDER BAY ON P7B 6T8	KYLE GLOWASKY CONTRACTING 622 SCOTT ST FORT FRANCES	1125 NELSON ST	Perform structural repair to north basement wall in accordance with Engineer plans.	\$5,000.00
59-12-030-006-00401-0000		(807) 274 3172 P9A 1H6	<b>Legal Description:</b>  SEC SM144 RP RR760 PART 2;PCL BLK A3	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 <b>Work:</b> 03	1
2014-105	GRAY JACK ALAN 118 THIRD ST W GRNDFL GRNDFL FORT FRANCES ON P9A 3A3		118 THIRD ST W	Perform remedial repairs to existing foundation, add required footings, construct entry stairs, roof over existing basement alcove, finish the basement interior, receive a modular home	\$30,000.00
59-12-010-001-02800-0000			<b>Legal Description:</b>  PLAN M74 BLK 9 LOT 45 TO 46;PCL5359 & 2455	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 83.33 <b>Work:</b> 03	1
2014-106	GLOVER TASHA LEE 716 PORTAGE AVE FORT FRANCES ON P9A 2A5	Brian Strickland 716 PORTAGE AVE FORT FRANCES	716 PORTAGE AVE, UNIT A	Construct an extension to the existing front dormer to extend to full width of the house	\$3,000.00
59-12-020-003-05400-0000			<b>Legal Description:</b>  PLAN SM2 BLK 1 LOT 1 TO 2;N13.8FT LOT 3 PCL 8332	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 33.82 <b>Work:</b> 03	1

2014-107	WALLEYE TRAILER PARK LTD	Andrew Vanheyst	1231 KINGS HWY	Construct 7 6 entry way addition onto existing mobile home. - Trailer #19	\$1,000.00
	1231 KINGS HWY	19-1231 KINGS HIGHWAY			
	FORT FRANCES ON P9A 2X8	FORT FRANCES			
		P9A 2X8			
59-12-010-006-06700-0000		(807) 274 6438	Legal Description:	Stat's Canada Codes	1
			RP RR183 PARTS 12 & 13;RP48R973	Building: 130	5.22
			PARTS 1 2 & 3;RPRR331 PART1	Work: 02	
			PCL17735 20251;PCL 21067		
Sum			Summary (15 detail records)	14	\$1,022,500.00
Grand Total			Summary (15 detail records)	14	\$1,022,500.00

2014- tonnage at landfill site- up-dated November 1st, 2014

2014- tonnage at landfill site- up-dated November 1st, 2014										2013	2014		
MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2013 Total Tonne	2014 Total Tonne	Total Fees	Total Fees	2014-2013 Tonnes	2014-2013 Fees
JAN	149.93	39.82	214.55	56.98	12.06	3.20	0.00	365.95	376.54	\$18,495.66	\$18,990.70	10.59	\$495.04
FEB	109.59	33.05	213.67	64.44	8.31	2.51	0.00	314.19	331.57	\$16,015.00	\$17,730.70	17.38	\$1,715.70
MAR	134.45	38.74	206.72	59.57	5.87	1.69	0.00	314.64	347.04	\$17,752.37	\$18,869.70	32.40	\$1,117.33
APRIL	209.98	41.96	279.01	55.76	11.43	2.28	0.00	431.98	500.42	\$24,394.44	\$28,891.30	68.44	\$4,496.86
MAY	263.90	34.88	481.13	63.59	11.62	1.54	561.46	775.61	756.65	\$41,442.14	\$42,047.80	-18.96	\$605.66
JUNE	283.20	39.05	429.39	59.20	12.71	1.75	1636.31	1,545.75	725.30	\$40,248.26	\$44,815.30	-820.45	\$4,567.04
JULY	297.13	44.93	349.42	52.84	14.74	2.23	2518.66	627.29	661.29	\$36,414.31	\$37,863.20	34.00	\$1,448.89
AUG	241.52	44.08	285.74	52.15	20.65	3.77	1067.09	625.04	547.91	\$35,268.95	\$32,880.80	-77.13	-\$2,388.15
SEPT	255.19	36.57	431.29	61.80	11.39	1.63	569.44	746.83	697.87	\$41,702.96	\$38,838.70	-48.96	-\$2,864.26
OCT	244.10	37.64	388.80	59.95	15.68	2.42	71.53	692.37	648.58	\$41,856.50	\$38,154.80	-43.79	-\$3,701.70
NOV		#DIV/0!		#DIV/0!		#DIV/0!		539.03	0.00	\$31,123.70			
DEC		#DIV/0!		#DIV/0!		#DIV/0!		377.02	0.00	\$20,020.47			
Average per monthly	218.90	37.20	327.97	60.33	12.45	#DIV/0!	642.45	612.98	466.10	\$30,394.56	\$31,908.30	-84.65	\$549.24
Total	2188.99		3279.72		124.46		6424.49	7355.70	5593.17	\$364,734.76	\$319,083.00	-846.48	\$5,492.41
Town of Fort Frances Tonnage	5468.71									Forecasted	\$382,899.60		
										Budgeted	\$360,361.00		
										Difference Actual - Budget	-\$41,278.00		
Total Tonnage	5593.17												
Residential Tonnage	2188.99	39.14%											
ICI Tonnage	3279.72	58.64%											
Coverage material	6424.49												

f/n:p: 2014Janlandfillsitedata2014

