

# TOWN OF FORT FRANCES

AGENDA - June 22, 2015

## COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 025) 5:30 PM

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 - Impact of Legislation

4.2 Pending Litigation - Agency One Matters

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

### **6. Consent Agenda:**

- |     |   |         |
|-----|---|---------|
| 6.1 | Request to Plant Trees on the Town's Right of Way from M. Walchuk - Property Owner at 1500 Colonization Rd, W.<br>- approval of this report will deny the request from M. Walchuk due to the maintenance costs associated with trees planted on the Town's boulevards as they mature, the property owner will be encouraged to plant trees on her property, and that existing by-laws respecting tree planting be reviewed and updated. | 5 - 14  |
| 6.2 | Tender No. 15-OF-07 Rental Rates for Equipment & Vehicles<br>- approval of this report will ensure that hourly rental rates for Construction Equipment and Vehicles are in place for a three year period as outlined in this report.  | 15 - 25 |
| 6.3 | Boundary Waters Dragon Boat Club - Parking Request<br>- approval of this report will grant permission to park the utility trailer at the Sorting Gap Marina Parking lot until September 7, 2015 with conditions outlined in the report.   | 26 - 27 |

6.4	Draft Smoking By-law - approval of this report will authorize the preparation of an appropriate By-law for signing by the Clerk and Mayor.	28
6.5	Boundary Waters Dragon Boat Club Request - approval of this report will agree with the Administration & Finance Executive Committee recommendation to authorize a \$1000.00 payment to the Boundary Waters Dragon Boat Club which is approved in the 2015 General Operational Budget.	29 - 30
6.6	Canada Day / Fun in the Sun Committee request - approval of this report will agree to the Administration & Finance Executive Committee recommendation to authorize an additional fireworks grant payment equal to the donations received from local businesses for the Canada Day fireworks.	31 - 32
6.7	Town Dragon Boat Festival Team - approval of this report will agree to the Administration & Finance Executive Committee recommendation to authorize public relation expenditure up to \$800.00 to sponsor the Town of Fort Frances Dragon Boat team for the June 27, 2015 event.	33 - 34
<b>7. Administration and Finance Division:</b>		
7.1	Agency One Meeting Per Diem - Councillor Brunetta - approval of this report will agree to the Administration & Finance Executive Committee recommendation which approves the claim in the amount of \$150.00 for attendance at the May 26, 2015 meeting hosted by Agency One.	35 - 36
7.2	NOMA Conference Per Diem & Travel Expense - Councillor Perry - approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the claims in the amount of \$529.93 for attendance at the Northern Ontario Municipal Association conference on April 22-24, 2015 in Thunder Bay.	37 - 42
7.3	Agency One Meeting Per Diem - Councillor Perry - approval of this report will agree to the Administration & Finance Executive Committee recommendation which approves the claim in the amount of \$150.00 for attendance at the May 26, 2015 meeting hosted by Agency One.	43 - 45
7.4	Regional Economic Development Committee (REDC) Per Diem	46 - 48

	and Travel - Councillor Perry	
	- approval of this report will agree to the Administration & Finance Executive Committee recommendation that this matter be further discussed at the June 22, 2015 Committee of the Whole meeting to determine if the claim is allowable.	
7.5	Agency One Meeting Per Diem - Councillor Albanese	49 - 50
	- approval of this report will agree to the Administration & Finance Executive Committee recommendation which approves the claim in the amount of \$150.00 for attendance at the May 26, 2015 meeting hosted by Agency One.	
7.6	Agency One Meeting Per Diem - Councillor Kitowski	51 - 52
	- approval of this report will agree to the Administration & Finance Executive Committee recommendation which approves the claim in the amount of \$150.00 for attendance at the May 26, 2015 meeting hosted by Agency One.	
7.7	Agency One Meeting & Strat Plan Meeting Per Diems - Mayor Avis	53 - 55
	- approval of this report will agree to the Administration & Finance Executive Committee recommendation which approves the claims in the amount of \$300.00 for attendance at the May 26, 2015 meeting hosted by Agency One and the June 11, 2015 Strategic Planning session.	
<b>8.</b>	<b>Community Services Division:</b>	
8.1	Community Museum Operating Grant (CMOG) 2015	56 - 74
	- approval of this report will authorize the submission of the 2015 Community Museum Operating Grant (CMOG) to the Ministry of Tourism, Culture and Sport by Museum Curator, S. George and also endorse signing of the grant application.	
<b>9.</b>	<b>Planning and Development Division:</b>	
9.1	Development of a Sub-Committee of Council to review the sales of lots at Huffman Court	75
	- approval of this report will approve the recommendation of the Planning & Development Executive Committee to strike a sub-committee of council for the purpose of reviewing the procedures for lot sales at Huffman Court.	

## **10. Operations and Facilities Division:**

- |      |   |         |
|------|---|---------|
| 10.1 | Awarding Tender 15-OF-05 for Supply of New Front End Loader and Tender 15-OF-11 for Supply of Loader Mounted Snowblower Attachments (Airport Operations)<br>- approval of this report will ensure that the supply of front-end loader be awarded to Hitrac at a total cost of \$182,811.40 (including taxes) and that the supply of loader mounted snowblower be awarded to J.A. Larue at a total cost of \$115,739.12 (including taxes) as outlined in the report. | 76 - 87 |
| 10.2 | Verbal Update on Capital Projects   |         |

## **11. General:**

- |      |   |  |
|------|---|--|
| 11.1 | Council to consider amendment to the start time for the July 13 and August 10 summer Committee of the Whole and Council meetings. |  |
|------|---|--|

## **12. Information:**

- |      |  |           |
|------|--|-----------|
| 12.1 | Operations & Facilities Division - Public Works Area Operations Statistics (April 2015 and May 2015)   | 88 - 95   |
| 12.2 | Tonnage at Landfill Site updated to June 1, 2015   | 96        |
| 12.3 | Fort Frances Airport Statistics - Aircraft Landings and Fuel Sales (as of May 30, 2015)  | 97 - 98   |
| 12.4 | Fort Frances Wastewater Treatment Facility - May 2015 Monthly Report   | 99 - 104  |
| 12.5 | Operations & Facilities - 2015 Capital Budget  | 105       |
| 12.6 | General Fund (Operating) actuals to May 31, 2015<br>Water and Sewer Fund (Operating) actuals to May 31, 2015<br>Capital Fund Budget vs Actual as at May 31, 2015 | 106 - 113 |
| 12.7 | Complaint Register - May 2015  |           |

## **13. Non-agenda items:**

## **14. ADJOURNMENT**

June 5, 2015

Report To: Mayor & Council

From: Doug Brown, Manager Operations & Facilities

**SUBJECT: Request from Megan Walchuk, Property Owner of 1500 Colonization Road West to Plant Trees on the Town's Highway or R.O.W.**

The email dated May 29, 2015 from Megan Walchuk, property owner of 1500 Colonization Road West was referred by Council at the June 8, 2015 meeting to the Operations and Facilities Executive committee for review and recommendation. See attached copy of the email dated May 29, 2015.

Please find attached the last report were property owners wanted to plant trees on the Town's Hwy. or Right-Of- Way (R.O.W.) and including a copy of the pertinent section of the existing by-laws;

- 1) By-law 1331 – dated December 23, 1943 - see Sections 3 & 7 for applicable sections
- 2) By-law 1513 – dated May 10, 1948 – see Sections 4 (d) for applicable section.

There are Pros and Cons for allowing trees to be planted on the Town's R.O.W.

#### **PROS**

- Beautifies the Community
- Environmentally friendly way of reducing the Town's carbon footprint on the planet.
- Property Owners satisfaction

CONS

- Safety issue for motorists and pedestrians – reduce sightlines and visibility
- Roots will eventually find their way into sanitary service lines and mains – maintenance and property owner inconvenience.
- Increase in on-going maintenance costs for tree trimming tasks, unblocking sanitary service lines
- Another obstacle for snow fighting equipment to deal with
- Root obstruction issue for other buried utilities such as gas, bell, water, hydro & cable.
- Difficult to manage – Town's responsibilities vs property owners, permission granted to property owners to plant tree(s) on Town's ROW vs no permission and eventually homes have different owners no agreement in place which is registered against property thus history is lost on who is responsible for what.

In regards to the existing by-laws there appears to be a conflict on how permission is granted to property owners to plant trees on the Town's ROW. By-law No. 1331- Clerk issues a permit vs By-law No. 1513 - written permission from Council. It is suggested that the existing by-laws be revised at this time as to establish the permission protocol and the age of the By-laws over 60 years old. Also there is a cost to locate or trace out service lines (water & sanitary sewer) – existing by-law rate is \$123.43 per hour, who is going to pay this, the Town or the property owner? See attached plan showing the location of the property in-question to the Armstrong Place/ Colonization Road West intersection.

The Operations & Facilities Executive Committee recommends the following;

- That the request from Megan Walchuk, property owner at 1500 Colonization Road West be denied as a result of on-going maintenance costs associated with trees planted on the Town's boulevards as they mature.
- That Megan Walchuk be encouraged to plant trees on her property.
- That Administration review & update the existing by-laws associated with planting trees within the Town's right-of-ways and highways in the future.



Respectfully submitted,  
Operations & Facilities Division

*Doug Brown*

Doug Brown, P. Eng.  
Manager Operations & Facilities

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

- That the request from Megan Walchuk, property owner at 1500 Colonization Road West be denied as a result of on-going maintenance costs associated with trees planted on the Town's boulevards as they mature.
- That Megan Walchuk be encouraged to plant trees on her property.
- That Administration review & update the existing by-laws associated with planting trees within the Town's right-of-ways and highways in the future.

RECOMMENDED

JUN 17 2015

DIV. MNG.

EXECUTIVE COMM.



Megan Walchuk  
<phillmeg@yahoo.com>

05/29/2015 03:04 PM

Please respond to  
Megan Walchuk  
<phillmeg@yahoo.com>

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

cc

bcc

Subject: permission to plant easement trees

Hello,

I am writing to request permission to plant trees on the city easement of our property. The property in question is 1500 Colonization Rd W. We are planning to erect a fence enclosing the north end of our property. The easement on the east side, or the side facing onto Armstrong Pl, is quite wide. We would like to build the fence along the Armstrong side to our property line but plant small shrubs and likely 2 apple trees in the strip between our property line, and going no closer to the street than the existing fire hydrant. These plantings would help camouflage the fence from view, and preserve the beauty of the neighbourhood. The space between our property line and the curb is 20 feet. Our proposed plantings would be limited to the first 10 feet, behind the hydrant, likely closer to five feet out, allowing roughly 15 feet of open boulevard. There are no sidewalks on Armstrong.

If you would like to see the property in person, we had a survey done today, so stakes are currently visible to show the boundary.

Please advise if we can go ahead with our fence camouflage plan.

Thank you,  
Megan Walchuk  
1500 Colonization Rd W  
274-2701



July 17, 2009

Report To: Mayor & Council

From: Doug Brown, Manager Operations & Facilities

**SUBJECT: Request from Property Owners of 325 & 318 First Street East to Plant Royal Red Maple Trees on the Town's Highway or R.O.W.**

The letters dated July 6, 2009 from Mr. Paul Blais (318 First Street East) and Mr. & Mrs. Martinson (325 First Street East) were referred by Council at the July 13, 2009 meeting to the Operations and Facilities Executive committee for review and input.

Please find attached By-laws in regards to planting trees on the Town's Hwy. or Right-Of- Way (R.O.W.);

- 1) By-law 1331 – dated December 23, 1943 - see Sections 3 & 7 for applicable sections
- 2) By-law 1513 – dated May 10, 1948 – see Sections 4 (d) for applicable section.

Royal Red Maple are one of the tree species which are allowed to be planted on the Town's R.O.W. Please see information on the mature size of these type of trees. Also attached are some pictures of the said properties and damage to sidewalks and curb as a result of mature trees.

There are Pros and Cons for allowing trees to be planted on the Town's R.O.W.

#### **PROS**

- Beautifies the Community
- Environmental friendly way of reducing the Town's carbon footprint on the planet.
- Property Owners satisfaction

CONS

- Safety issue for motorists and pedestrians – reduce sightlines and visibility
- Roots will eventually find their way in sanitary service lines and mains – maintenance and property owner inconvenience.
- Increase in on-going maintenance costs for tree trimming tasks, unblocking sanitary service lines
- Another obstacle for snow fighting equipment to deal with
- Root obstruction issue for other buried utilities such as gas, bell, water, hydro & cable.
- Difficult to manage – Town's responsibilities Vs property owners, permission granted to property owners to plant tree(s) on Town's ROW Vs no permission and eventually homes have different owners no agreement in place which is registered against property thus history is lost on who is responsible for what.

Since my time with the Town, I am not aware of any requests from property owners to plant trees on the Town's ROW. In regards to the existing by-laws there appears to be a conflict on how permission is granted to property owners to plant trees on the Town's ROW. By-law No. 1331- Clerk issues a permit VS By-law No. 1513 - written permission from Council. It is suggested that the existing by-laws be revised at this time as to establish the permission protocol and the age of the By-laws over 60 years old. Also there is a cost to locate or trace out service lines (water & sanitary sewer) – existing by-law rate is \$110.38 per hour who is going to pay this the Town or the property owner?

The Operations & Facilities Executive Committee recommends the following;

- 1) That the request from the property owners at 318 First Street East and 325 First Street East be denied as a result of on-going maintenance costs associated with trees planted on the Town's boulevards as they mature.
- 2) That both property owners are encouraged to plant trees on their own property.

- 3) That Administration review & update the existing by-laws associated with planting trees within the Town's right-of-ways and highways in the future

Respectfully submitted,  
Operations & Facilities Division

Doug Brown, P. Eng.  
Manager Operations & Facilities

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

- That the request from the property owners at 318 First Street East and 325 First Street East be denied as a result of on-going maintenance costs associated with trees planted on the Town's boulevards as they mature.
- That both property owners are encouraged to plant trees on their own property.
- That Administration review & update the existing by-laws associated with planting trees within the Town's right-of-ways and highways in the future

2009 July planting of trees on hwys.



## TOWN OF FORT FRANCES

By-Law No. 1331

*Quarta*  
*Fort Frances*

A by-law to regulate the planting, trimming and removal of trees in the said Town of Fort Frances.

The Council of the Corporation of the Town of Fort Frances enacts as follows:

Sections 50, 51, and 52 of by-law No. 10 of the said Municipality are hereby rescinded.

Shade or ornamental trees shall hereafter be planted upon any highway in this Municipality only in conformity with this by-law.

No person shall hereafter plant any shade or ornamental tree upon any highway in the said Town of Fort Frances until he has obtained a permit for that purpose, signed by the Clerk of the said Municipality, or by such other person or officer as the Council may authorize.

No person shall hereafter plant on any street in the said Town any tree of the following kind or species, viz: poplar, willow, balsam of Gilead, or any evergreen tree or shrub.

No person shall destroy or injure any tree growing on a highway in the said Town.

When the Council of the said Town deems it necessary in the public interest to remove any tree or trees, the said Council may, by resolution, instruct some official of the said Municipality to cause such trees to be removed in accordance with Clause X (f), Section 523, Chapter 286, R. S. O. <sup>413</sup>

1955-4950

All trees planted upon a highway or upon private property where the branches extend over a highway shall be neatly and properly trimmed by the owner of the land to which any tree is appurtenant.

All trees whose branches extend over a sidewalk or pathway or whose branches are close to the wires of any public utility shall be trimmed to a height of at least ten (10) feet above such sidewalk or pathway, and to such distance from the wires of the said public utility as may be required under the Regulations of the Hydro Electric Commission.

Should the owner referred to in Clause 7 above refuse or neglect to trim any tree or trees as herein required, the Council may, by resolution, direct and authorize one of its officers to perform the said trimming.

In this by-law "tree" shall include "shrub".

PASSED in open council this 28th day of December, 1942.

*[Signature]*  
Mayor

*[Signature]*  
Clerk.

*Indorse*

TOWN OF FORT FRANCES  
By-Law 1513

Chap. 286, R.S.O. 1937  
Sec. 404 (46)  
Sec. 507 (1) & (2)

A by-law for the purpose of setting apart portions of highways for the purpose of boulevards; for permitting the owners of land abutting on such highways to make and maintain such boulevards at their own expense; and for regulating the construction, maintenance and protection of such boulevards, and to control and regulate the planting of trees thereon.

WHEREAS it is expedient that certain portions of the highways at or near the sides of them should be set apart for the purpose of boulevards;

AND WHEREAS it is desirable that the owners of land abutting on such highways or portions thereof, should be permitted to make and maintain at their own expense, boulevards on that part of any highway set apart for that purpose;

AND WHEREAS it is necessary to regulate the construction, maintenance and protection of such boulevards;

THEREFORE the Municipal Council of the Corporation of the Town of Fort Frances ENACTS as follows:

1. The north, south, east, and west sixteen feet of all highways within the Town of Fort Frances is hereby set apart for the purpose of boulevards, excepting those portions thereof that are used and required for sidewalk purposes and for street and lane intersections and for the purpose of any public utility in the Town of Fort Frances.

2. The owner of any land may petition the Council for permission to make and maintain at his own expense, a boulevard upon that portion of the highway so set apart and abutting upon his land.

3. The permission to make and maintain such boulevard shall be granted by resolution of the Council of the said Municipality.

4. All boulevards within the Town of Fort Frances, heretofore or hereafter constructed, shall conform to the following regulations:

(a) All boulevards hereafter constructed or repaired shall be made two (2) inches below the level of the adjacent sidewalk and the outer edge thereof shall be four (4") inches below the said sidewalk level.

Should the Council deem it necessary or in the public interest, it may direct that any boulevards heretofore constructed be made to conform with this section.

(b) The outer edge of such boulevard shall be bounded or confined by a curb of stone, cement, or plank, the outer edge of said curb being free from projections.

(c) All boulevards shall be kept clean, free from weeds, and well and regularly mown.

(d) No shrubs or trees shall hereafter be planted in such boulevard without written permission from the Council of the said Municipality.

5. No person shall, by any means whatsoever, injure, damage, foul, or encumber any boulevard, made and maintained in accordance with the provisions of this by-law, or which has been heretofore constructed within the Town of Fort Frances.

6. The Council shall have the right and may at any time, tear out or destroy any boulevard, or any portion thereof which unreasonably confines impedes or incommodates public traffic.

7. Any person convicted of a breach of any of the provisions of this by-law shall forfeit and pay at the discretion of the convicting magistrate, a penalty not exceeding the sum of Fifty (\$50.00) dollars for each offence, exclusive of costs, and in default of payment of said penalty and costs forthwith, the convicting magistrate may commit the offender to the common gaol, and for any period not exceeding twenty-one days unless the said penalty and costs are sooner paid.

8. By-Laws 891 and 973 be and the same are hereby repealed.

PASSED in open Council this 10th day of May 1948.

W. J. WILKINSON  
Clerk.

*[Signature]*  
W. J. HOLMES  
Mayor







June 12, 2015

Report To: Mayor and Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Tender No. 15-OF- 07 Rental Rates for Equipment & Vehicles**

Please find attached a report prepared by Milt Strachan, Transportation Superintendent outlining the hourly rental rates for various pieces of equipment and vehicles. Most pieces of equipment have several contractors who are able to supply the equipment, where the hourly rental rates vary among the contractors.

These hourly rental rates are in place from June 19, 2015 to June 18, 2018 (three year term).

It is recommended by the Operations & Facilities Executive Committee that Council approve the hourly rental rates for equipment and vehicles as submitted for a three-year period until June 18, 2018.

Respectfully submitted,  
Operations & Facilities Division



Doug Brown, P. Eng.  
Operations & Facilities Manager

<p><b>Council approval of this report will</b> ensure that hourly rental rates for Construction Equipment and Vehicles are in place for a three (3) year period until June 18, 2018.</p>
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2015Junerentalequipment



June 12, 2015

Report To: Doug Brown, Manager of Operations and Facilities

From: Milt Strachan, Transportation Superintendent

**SUBJECT: Award Tender No. 15-OF-07 Equipment/Vehicle Rental**

Tenders were opened on June 2, 2015 at 2:00 p.m. in the Council Chambers at the Civic Centre.

Five tenders were received with several bids in the required areas.

Attached is the complete listing of all quotes received in order of price. Prices are per hour unless otherwise stated. These prices will be effective June 19, 2015 until June 18, 2018.

Milt Strachan  
Transportation Superintendent  
Operations and Facilities Division

## TENDER NO. 15-OF-07

TOWN OF FORT FRANCES  
OPERATIONS AND FACILITIES DIVISIONEQUIPMENT/VEHICLE RENTAL RATES  
Effective June 19, 2015 to June 18, 2018

\*NOTE: All prices are per hour with operator unless otherwise indicated.

## ITEM #1 HYDRAULIC BACKHOE - CRAWLER

(A) Minimum Operating Weight - 15,000 kg.

Contractor	Description	Price
Rolling Lake Holdings Ltd.	Case 210CX (2006) – 1.0 m3 Bucket	\$115.00
Tom Veert Contracting	Link Belt 210 X 2 (2008) – 1 ¾ yd., wrist twist	\$125.00
Tom Veert Contracting	Hitachi EX200 (2000) – 1 ¾ yd., wrist twist – 30 ft reach	\$125.00

(B) Minimum Operating Weight – 23,000 kg.

Contractor	Description	Price
George Armstrong Co. Ltd.	Cat 325BL (1997) – 2 yd.	\$120.00
Leon DeGagne Ltd.	Cat 329E (2013) – 1.74 yd. – 11'6" Stick	\$129.00
George Armstrong Co. Ltd.	Cat 329EL (2014) – 2.5 yd. – 72" Ditch.	\$130.00
Rainy Lake Holdings Ltd.	Yutani 240 (1989) – 1.3 m3	\$130.00

Mike Carmody Contracting	Linkbelt 290LX (2007) – 2 yd. – 4 yd. Ditch.	\$140.00
Tom Veert Contracting	Hitachi EX270 (2007) – 2.5 yd. – Ditch. Bkt.	\$145.00
Leon DeGagne Ltd.	Cat 330D (2008) – 2.14 yd. – 13'6" Stick	\$149.00

(C) Minimum Operating Weight - 44,000 kg.

Contractor	Description	Price
George Armstrong Co. Ltd.	Cat 235C (1992) - 3 yd. & 72" Ditch. Bkt. & Ripper	\$140.00
George Armstrong Co. Ltd.	Cat 235D (1993) – 3.5 yd. – 72" Ditch. Bkt. & Ripper	\$150.00

## ITEM #2 HYDRAULIC BACKHOE - RUBBER

(A) Minimum Operating Weight - 11,000 kg.

No Bids Submitted

(B) Minimum Operating Weight - 18,000 kg.

Rainy Lake Holdings Ltd.	Cat 224 (1985) – 1 m3	\$140.00
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## ITEM #3 FRONT END LOADER - CRAWLER

(A) Minimum Operating Weight - 6500 kg.

No Bids Submitted

(B) Minimum Operating Weight - 10,000 kg.



**No Bids Submitted**

(C) Minimum Operating Weight - 13,500 kg.

Contractor	Description	Price
Tom Veert Contracting	John Deere 755C (2006) – 4.5 yd.	\$145.00

**ITEM #4 TRACTOR BULLDOZER - CRAWLER**

(A) Minimum Net Flywheel Power 160 kw

Contractor	Description	Price
George Armstrong Co. Ltd.	Cat D6C (1974) - Winch	\$100.00
George Armstrong Co. Ltd.	Cat D5GLGP (2007) – 6 Way	\$100.00
Mike Carmody Contracting	Cat D6R (2002)	\$130.00
Leon DeGagne Ltd.	Komatsu D85 (1981)	\$155.00

(B Minimum Net Flywheel Power 210kw

Contractor	Description	Price
Rolling Lake Holdings Ltd.	Dresser TD25-C (1979)	\$160.00
Tom Veert Contracting	Cat D8R (1999)	\$215.00

**ITEM #5 - FRONT END LOADER - 4WD RUBBER****(A) Minimum Operating Weight - 10,500 kg**

Contractor	Description	Price
Leon DeGagne Ltd.	Volvo L50C (1998) – 2.35 yd.	\$85.00
Rolling Lake Holdings Ltd.	Komatsu WA250 (1997) – 1.9 m3	\$90.00
Rolling Lake Holdings Ltd.	Cat 938G (1998) – 2.4 m3	\$90.00
George Armstrong Co. Ltd.	Cat IT28B (1991) – 2.4 yd. – Forks, Boom, Snow Bucket, Snow Blade	\$100.00
George Armstrong Co Ltd.	Cat IT28G (1998) – 2.6 yd. – Forks, Boom, Snow Bucket, Snow Blade	\$100.00
George Armstrong Co. Ltd.	Cat 924K (2014) – 2.6 yd. – Forks, Boom, Snow Bucket, Snow Blade	\$100.00
Tom Veert Contracting	Komatsu WA250 (2005) – 3 yd. – Material arm, Forks, Broom	\$115.00

**(B) Minimum Operating Weight - 14,000 kg**

Contractor	Description	Price
Leon DeGagne Ltd.	John Deere 644D (1986) – 4 yd.	\$99.00
Mike Carmody Contracting	Cat IT38H (2011) – 3.75 yd. – 5 yd. Snow Bucket, 14' Snow Blade, Forks	\$120.00
Tom Veert Contracting	Komatsu WA400 (1992) – 5 yd.	\$140.00

**(C) Minimum Operating Weight - 16,500 kg****No Bids Submitted**

## (D) Minimum Operating Weight - 20,000 kg

Contractor	Description	Price
Leon DeGagne Ltd.	Volvo L150C (1998) – 5 yd.	\$122.00
Rolling Lake Holdings Ltd.	Komatsu WA450 – 4.6 m3	\$125.00
Mike Carmody Contracting	Cat 950G (2000) – 4.5 yd. – 9 yd. Snow Bucket	\$130.00
Tom Veert Contracting	Cat 966F (1994) – 5 yd.	\$155.00
Tom Veert Contracting	John Deere 824J (2006)	\$155.00

## (E) Minimum Operating Weight - 28,000 kg

Contractor	Description	Price
George Armstrong Co. Ltd.	Cat 980C (1989) – 6 yd.	\$100.00
George Armstrong Co. Ltd.	Cat 980G (1998) – 6.75 yd.	\$115.00
George Armstrong Co. Ltd.	Cat 980H (2007) – 7.25 yd.	\$125.00
Rolling Lake Holdings Ltd.	Cat 980C (1985) – 5.5 m3	\$150.00
Tom Veert Contracting	John Deere 844J (2007)	\$170.00

## ITEM #6 - MOTOR GRADER

## (A) Minimum Operating Weight - 11,500 kg.

Contractor	Description	Price
Tom Veert	Champion 730 (1987) – 14' Moldboard, Wing – will rent w/o operator	\$115.00

(B) Minimum Operating Weight - 15,500 kg.

Contractor	Description	Price
Leon DeGagne Ltd.	Champion 736A (2000) – 14’ Moldboard	\$105.00
Rolling Lake Holdings Ltd.	Cat 140H (2002)	\$108.00
Rolling Lake Holdings Ltd.	Cat 140H (2004)	\$108.00
Tom Veert Contracting	John Deere 772BH (1995) – 14’ Moldboard, Wing, will rent w/o operator	\$115.00
George Armstrong Co. Ltd.	Cat 14G (1986) – 16’ Moldboard	\$120.00

ITEM #7 TANDEM TRUCKS - See back for Listing

ITEM #8 - LOADER/BACKHOE COMBINATION

(A) Minimum Power - 30 k

Contractor	Description	Price
Rolling Lake Holdings Ltd.	Bobcat 763 (1998) - .49 m3	\$65.00

(B) Minimum Power - 45 kw

Contractor	Description	Price
Rolling Lake Holdings Ltd.	Bobcat 864 (2001) - .76 m3	\$75.00
Mike Carmody Contracting	Terex 760B (2008) – 1.75 yd.	\$98.00
Tom Veert Contracting	John Deere 310SJ (2010)	\$125.00

**ITEM #9 FRONT END LOADER - SKID STEER****(A) Minimum Bucket Size - 0.5 Cu. M**

Contractor	Description	Price
George Armstrong Co. Ltd.	Cat 257B (2003) – Bucket, Forks, Broom, Brusher	\$ 85.00
Tom Veert Contracting	Case 1845C (1994)	\$ 105.00

**(B) Minimum Bucket Size - 0.75 Cu. M**

Contractor	Description	Price
George Armstrong Co. Ltd.	Cat 299DXHP (2013) – Bucket, Forks, Broom, Brusher	\$95.00
Tom Veert Contracting	Case 75XT (2003)	\$105.00

**ITEM #10 - AIR COMPRESSOR WITH HAMMER**

Contractor	Description	Price
Tom Veert	Sullair (1998) 10 lb to 150 lb hammer	\$220.00 per day

**ITEM #11 - OTHER EQUIPMENT**

Contractor	Description	Price
Tom Veert Contracting	Water Truck – Ford L9000 (1995)	\$100.00
Tom Veert Contracting	RingOMatic Vacuum Trailer (1999)	\$145.00
Tom Veert Cotracting	Vac Star 500 Vacuum Trailer (2000)	\$145.00



Tom Veert Contracting	Float – Big Tow (2011) – 60 tonne – Lowbed	\$145.00
Tom Veert Contracting	Trench Box – Empire 814 (1993) 8' x 14'	\$320.00 per day
Tom Veert Contracting	Light Towers – Amida LT5000	\$195.00 per day
George Armstrong Co. Ltd.	Generator/Light Tower – Mobilight 16.5 kw (2006)	\$30.00
George Armstrong Co. Ltd.	Air Compressor – Ingersoll 375HP (2010)	\$40.00
George Armstrong Co. Ltd.	4x4 Rock Wagon – Cat D35HP (1987) – 35 Ton Capacity	\$110.00
George Armstrong Co. Ltd.	4x4 Rock Wagon – Cat D35HP (1987) – 35 Ton Capacity	\$110.00
George Armstrong Co. Ltd.	Steel Vibratory Packer – Ingersoll SD100 (1988) – 84" Drum	\$100.00
George Armstrong Co. Ltd.	75 Ton Lowbed Float – KW W900 (2000)	\$145.00
George Armstrong Co. Ltd.	Water Truck/Fire Truck – Sterling 9530 (2001) – 4400 gallons	\$95.00
Mike Carmody Contracting	Screening Plant – Power Screen (1999) – 7' x 10' Deck	\$1000.00 per day – Non Operated
Mike Carmody Contracting	Mini Excavator – Bobcat E60 (2010) – 4 Buckets	\$90.00
Mike Carmody Contracting	Generator – Silent Diesel KW20 (2014)	\$300.00 per day – Non Operated
Rolling Lake Holdingd Ltd.	Snow Bucket – for Cat 938G – 4.6 m3	\$10.00

ITEM #7     Tandem Trucks

NAME	MAKE/MODEL	LIC PLATE NO.	Box Capacity	ALL GROSS WEIGHT (KG)	VEH. TARE WEIGHT (KG)	Inspection Certificate Expiry Date	PRICE/HOUR INCL. H.S.T.		WINTER OPERATION
Rolling lake Holdings Ltd.	Ford LT9513 1998	AC87629	15.3 m3	34400	13350	15-07-02	\$85.00		No
Rolling Lake Holdings Ltd.	WSTR 4900 1996	7973ZZ	15.3 m3	35490	13080	16-03-02	\$85.00		No
Rolling Lake Holdings Ltd.	Peterbilt 359 2007	AE81354	15.3 m3	34400	13490	16-05-25	\$85.00		No
Rolling Lake Holdings Ltd.	Sterling 9522 2004	AH22527	15.3 m3	34400	12220	15-12-17	\$85.00		No
Tom Veert Contracting	Ford LNT 8000 1995	898 3LF	18 yd3	22900	10750		\$100.00		Yes
Tom Veert Contracting	Peterbilt 335 2005	591044	24 yd3	31200	11850	16-01-06	\$100.00		Yes
Tom Veert	Ford LNT 8000 1996	577 ORX	18 yd3	23600	10730		\$100.00		Yes
Tom Veert Contracting	Peterbilt 365 2005	497 5YC	24 yd3	34500	12110		\$100.00		Yes

Date: June 15, 2015

Report To: Mayor & Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Boundary Waters Dragon Boat Club - Parking Request

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The Planning & Development Executive Committee received a letter from the Boundary Waters Dragon Boat Club at their meeting held Monday June 15, 2015, requesting permission to park their utility trailer used for storage of their equipment, which is used during the Community Paddles on Monday's, Tuesday's & Thursday's.

The reason that this matter has been brought forward to PDEC, before being referred from Council is because it was supposed to be included in the original request and was missed by the group. As the event has been designated as a significant community event, By-Law Enforcement has been working with the group to resolve this matter without causing delays or taking enforcement action against the group with parking tickets or towing.

Therefore, with that stated, The Planning & Development Executive Committee is recommending that the utility trailer be permitted to park at the Sorting Gap Marina Parking Lot for the summer months. With the stipulations that the Boundary Waters Dragon Boat Club ensure that pylons are placed around the trailer to ensure vehicular and pedestrian traffic are advised of the detached trailer being parked. In addition the wheels be chalked and trailer secured to provide for stabilization and security of the trailer. Also, that the Boundary Waters Dragon Boat Club provide a copy of their insurance to the By-Law Enforcement Department. Lastly, that the trailer be removed from the parking lot by no later than Monday September 7<sup>th</sup>, 2015 as this is the time that the Sorting Gap Marina closes for the season.

Respectfully submitted,

Original Signed By

Patrick Briere

By-Law Enforcement Officer

**Council approval of this report will:** grant the Boundary Waters Dragon Boat Club permission to park the utility trailer at the Sorting Gap Marina Parking Lot until September 7, 2015 as long as the following conditions are met:

- 1) Ensure that pylons are placed around trailer to advise pedestrian/vehicular traffic of trailer.
- 2) Ensure that the wheels are chalked and trailer secured.
- 3) Provide certificate of insurance on trailer to By-Law Enforcement.

Date: June 15, 2015

Report To: Mayor and Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Draft Smoking By-Law.

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Council will recall at their meeting held June 8, 2015 a report from By-Law Enforcement Officer, P. Briere was approved to update the Smoking By-Law to incorporate the new legislative changes with the Smoke-Free Ontario Act.

Since this report, our office along with the Clerk's Office have worked together to have a new draft smoking by-law created to ensure that all of the necessary amendments that pertained to our interests were incorporated. The new draft By-Law was chosen as the most effective and efficient way to incorporate these changes.

The Planning & Development Executive Committee at their regular meeting held June 15, 2015 discussed the Draft Smoking By-Law and are recommending that Council authorize the preparation of an appropriate By-Law for signing by Clerk & Mayor.

Respectfully submitted,

Original Signed By

Patrick Briere  
By-Law Enforcement Officer

**Council approval of this report will:** authorize the preparation of an appropriate By-Law for signing by Clerk & Mayor.





**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/60**

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**SUBJECT:** Boundary Waters Dragon Boat Club Request

---

**BACKGROUND**

At the June 8, 2015 Council Meeting, the attached letter received from Boundary Waters Dragon Boat Club requesting support of the Boundary Waters Dragon Boat Festival was referred to the Administration & Finance Executive Committee for review and recommendation.

The Boundary Waters Dragon Boat Club is respectfully requesting financial assistance from the Town towards the operating of the Festival. The current Town of Fort Frances Budget has an allocation of \$1,000.00 for the Boundary Waters Dragon Boat Festival.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommend that Council authorize payment of the original financial request of \$1,000.00 in funding for this event, of which is approved in the 2015 General Operational Budget.

**Council Approval of this Report Will Agree with** the Administration & Finance Executive Committee recommendation to authorize a \$1,000.00 payment to the Boundary Waters Dragon Boat Club being the original financial request, of which is approved in the 2015 General Operational Budget providing financial assistance toward the costs of operating the Festival.



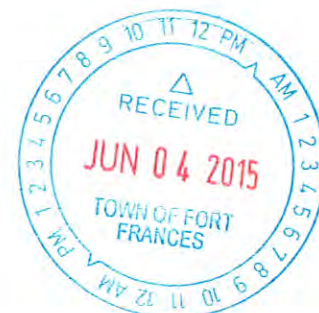
Phone: 807.274.5773  
 Toll Free: 1.800.820.FORT  
 E-Mail: dragonboatff@gmail.com  
 Like: facebook.com/dragonboatff  
 Visit: www.bwdbf.ca

151e of dogs @ live . com

June 4<sup>TH</sup> 2012

The Mayor & Council  
 The Town of Fort Frances  
 320 Portage Avenue  
 FORT FRANCES, ON

Dear Mayor & Council,



**RE: BOUNDARY WATERS DRAGON BOAT FESTIVAL & FOUNDATION**

In the light of the cancellation of the Peace Pull I would respectfully make a request for further financial assistance from the Town of Fort Frances on behalf of Boundary Waters Dragon Boat Festival and Foundation. These funds would only be used towards the costs of operating the Festival.

For four years now Boundary Waters Dragon Boat Festival/Foundation has provided a much enjoyed family event to the Town engaging people of all ages. The event has produced publicity for the Town and the Sorting Gap Marina and is now gaining ground as an International event – with at least 3 teams from the US this year.

The Boundary Waters Dragon Boat Festival is a wonderful opportunity for our community to establish and build on an event that is fun and family oriented using the beautiful Sorting Gap Marina area. The event will create excitement and can continue to be built on year-over-year with the result of the Boundary Waters Dragon Festival evolving into a tourist attraction for the Town of Fort Frances.

This year we have received the designation of Boundary Wates Dragon Boat Foundation from the Province which will allow us to begin to function as a charity raising mechanism for local charities and individuals.

Any money from the Town of Fort Frances that is used would be fully documented and supported by receipts.

I thank you for your consideration.

Yours truly,

Jennifer Greenhalgh  
 Chairperson

On behalf of Boundary Waters Dragon Boat Festival/Foundation Committee



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/67**

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**SUBJECT:** Canada Day/Fun In The Sun Committee Request

**BACKGROUND**

The attached letter received on June 15, 2015 from Jennifer Greehalgh, Canada Day/Fun In The Sun Committee Chair is requesting consideration of donations made for the Canada Day fireworks.

The Canada Day/Fun In The Sun Committee is expecting donations from local businesses in the total amount of \$2,000.00 specifically for the Canada Day fireworks as indicated in their letter; the donations would be payable to the Town of Fort Frances. This request asks that the donations for the fireworks received be forwarded to the Canada Day/Fun In The Sun Committee for its intended use.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommend that Council authorize an additional fireworks grant payment equal to the donations received from local businesses for the Canada Day fireworks.

**Council Approval of this Report Will Agree** to the Administration & Finance Executive Committee recommendation to authorize an additional fireworks grant payment equal to the donations received from local businesses for the Canada Day fireworks.

June 15, 2015

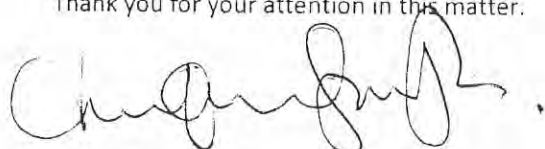
Attention: Laurie Witherspoon  
Treasurer  
The Town of Fort Frances  
320 Portage Avenue  
FORT FRANCES, ON  
P9A 3P9

Dear Laurie:

CANADA DAY/FUN IN THE SUN COMMITTEE

This letter is to request that any money donated for the July 1<sup>st</sup> Firework display be forwarded to our Committee, through Jason Kabel. We are expecting a donations of \$1,000 from Tom Veert and Shane Armstrong.

Thank you for your attention in this matter.

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

Jennifer Greenhalgh  
Chairman  
Canada Day/Fun In The Sun Committee  
Fort Frances





**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/68**

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**SUBJECT:** Town Dragon Boat Festival Team

**BACKGROUND**

The attached e-mail was received on June 16, 2015 from Councillor Ken Perry requesting financial support for the entering a Town of Fort Frances Dragon Boat Festival Team.

Councillor Perry is requesting that the entry fee and Town team shirts expense, of approximately \$500.00, be considered. Further, that the unbudgeted expense be allocated to the Council Public Expense line item.

Councillor Perry has since verified with the Dragon Boat Festival organizers that the actual cost to enter a dragon boat team is \$560.00 (16 team members @\$35.00 each) plus the cost of team shirts with the new logo is estimated at \$240.00.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommend that Council authorize public relation expenditure up to \$800.00 to sponsor the Town of Fort Frances Dragon Boat Festival team for the planned June 27, 2015 event.

**Council Approval of this Report Will Agree** to the Administration & Finance Executive Committee recommendation to authorize public relation expenditure up to \$800.00 to sponsor the Town of Fort Frances Dragon Boat Festival team for the planned June 27, 2015 event.



Ken Perry  
<lakracer@yahoo.ca>  
06/16/2015 09:42 PM

To: Laurie Witherspoon <lwitherspoon@fort-frances.com>  
cc:  
bcc:  
Subject: Dragon boat races

Hello Laurie; This request is kind of vague, but time is of the essence. There has been no challenge by another team to the Town for a race at the Dragon Boat festival. However we should be prepared and time for financial support for a team entry is upon us before the event passes. Last year the town paid for the team entry fee and supplied tee shirts. As we have a new logo it would not be appropriate to show up in outdated shirts. Therefore I am requesting that Council endorse the Town support a team and purchase team shirts. The shirts can be purchased at Betty's for around 200\$ and the entry fee is around 250\$ the maximum cost would be about 500\$. This expense could come from Councils discretionary fund if we so decide. Please forward this to A&F exec on Thursday. morn. Thanks Ken



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/59**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**Subject:** Councillor Wendy Brunetta – Agency One Meeting Per Diem

---

**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Agency One Meeting held on May 26, 2015 as submitted by Councillor Wendy Brunetta. The per diem for the meeting was authorized by Council on June 8, 2015.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-B Schedule ‘A’.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor Wendy Brunetta for her attendance at the May 26, 2015 Agency One Meeting held in Fort Frances.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem and Travel Expense claims in the total amount of \$150.00 as submitted by Councillor Wendy Brunetta for her attendance at the May 26, 2015 Agency One Meeting held in Fort Frances.



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

Attendee	Wendy Brunetta
Conference / Seminar Attended	Agency One Meeting
Location	FF Public Library
Dates	May 26, 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		May 26/15						
Amount		\$150 <sup>00</sup>						

Name (Please Print) Wendy Brunetta	Signature Wendy Brunetta
Approved	Date

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/61**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**Subject:** Councillor Ken Perry NOMA Conference Per Diem & Travel Expense

---

**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule "B" Travel Expense Statement –in the amount of \$529.93 to attend the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 22 - 24, 2015 as submitted by Councillor Ken Perry.

Travel Expense Summary

1.	Meals	51.00
2.	Own Vehicle Gas	85.00
3.	Per Diem (3.5 Days)	525.00
4.	Less: NOMA Reimbursement- One night hotel	<u>-131.07</u>
	Total	<u>\$529.93</u>

The registration fee of \$200.00 and hotel accommodations of \$393.21 were paid by the Town resulting in the total cost of \$1,123.14 to attend the NOMA Conference as authorized by Council on February 9, 2015.

The travel expenses and per diem claim is in compliance with Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-B Schedule 'A'.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$525.00 and Travel Expense Claim in the amount of \$4.93 as submitted by Councillor Ken Perry for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 22 - 24, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem and Travel Expense claims in the total amount of \$529.93 as submitted by Councillor Ken Perry for his attendance at the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 22 - 24, 2015.

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

1. Attendee	Ken Perry							
2. Conference/Seminar Attended	NOMA							
Location (Facility and City)	Thunder Bay Victoria Inn							
Dates	Apr 21, 22, 23, 24							
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation								
Transportation	Gas							85.00
Breakfast								
Lunch						16.00		16.00
Dinner						35.00		35.00
Per Diem			75.00	150.00	150.00	150.00		525.00
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							661.00
	Advance Received NOMA Reimb.							(131.07)
	Balance Claimed							
	Balance Refunded							529.93

Transfer to Sch. F

136.00

4.93

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

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

Date June 8/15

Employee Signature Ken Perry

Date \_\_\_\_\_

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

Date \_\_\_\_\_

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

Date	Treasurer	A / P	Cashier

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

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

Therefore, the undersigned acknowledges that:

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

Name (Please Print) <i>Ken Perry</i>	Signature <i>Ken Perry</i>
Approved	Date <i>Apr. 21/15</i>

KAKABEKA FALLS ESSO

PLEASE COME AGAIN!



STATION #

Fort Frances Husky

CUSTOMER RECEIPT 04/24/15 14:06:26

 500 Kings Highway  
 Fort Frances ON P9A 3P8  
 (807) 274-7680

GST# 804707339 Merchant ID:4976296

Receipt 71961479

Type: SALE

DISP. # 4 46.342 L REG @ \$1.079

FUEL SALE \$50.00

CASH1 \$50.00

VERIFICATION # 192

FUEL SALE INCLUDES \$5.75 G.S.T.

KAKABEKA FALLS ESSO

4795 HIGHWAY 11 17

KAKABEKA FALLS ONTARIO

HST# 888775616RP0001

Qty Name	Price	Total
1 87 GAS	\$ 1.069	\$ 35.00
Pump:	5	
Litres:	32.745	
Price / Litre:	\$ 1.069	
Subtotal		\$ 35.00
GST / HST Fuel		\$ 4.03
Total		\$ 35.00

Cash	\$ 10.00
------	----------

Purchase	\$25.00
----------	---------

CARD# \*\*\*\*\*8220 Exp \*\*/\*\* S

GIFT CARD

AUTH #: 766061

Approved

4/27/15 12:29:23 PM

Pos:71 Cashier:31 Store:7220

 Earn FREE fuel faster.  
 Register today at myHuskyRewards.ca



# VICTORIA INN

AGENDA ITEM #7.2

Victoria Inn Thunder Bay  
555 W. Arthur St  
Thunder Bay, ON  
P7E 5R5

Telephone: 807-577-8481 Fax: 807-475-8961

Ken Perry  
320 Portage Ave  
Fort Frances, On

P7B 6T8

Page # 1  
Res. # 436616  
Checked in Tue Apr 21/15 - 6:03pm  
Checked out Fri Apr 24/15 - 10:53am  
Nights 3  
Room Rate 115.99  
Room 217

Group: Noma\*

Date	Description	Reference	Charges	Credits
Apr 21	Room - Government Rate		115.99	
Apr 21	HST		15.08	
Apr 22	PAID BY VISA - Th auth #001922	*****8250		393.21
Apr 22	Room - Government Rate		115.99	
Apr 22	HST		15.08	
Apr 23	Room - Government Rate		115.99	
Apr 23	HST		15.08	
			0.00	
			393.21	393.21

N.O.M.A.  
Attn: Kristen Oliver  
P.O. Box 10308  
Thunder Bay, On. (NOMA01)  
P7B 6T8

Thank you for staying with us, Please visit our sister hotels  
Located in Brandon, Winnipeg, Flin Flon & Owen Sound  
Call 1-877-VIC-INNS or reserve online at WWW.VICINN.COM

Our H.S.T. # is 835058603

Charge Summary:  
HST

45.24



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

Attendee	Ken Perry
Conference / Seminar Attended	NOMA
Location	Victoria Inn, Thunder Bay, ON
Dates	April 21, 22, 23, 24, 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date								
Amount		75.00	150.00	150.00	150.00			\$525.00

Name (Please Print) Ken Perry	Signature Ken Perry
Approved	Date

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/63**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**Subject:** Councillor Ken Perry – Agency One Meeting Per Diem

---

**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Agency One Meeting held on May 26, 2015 as submitted by Councillor Ken Perry. The per diem for the meeting was authorised by Council on June 8, 2015.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-B Schedule ‘A’.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor Ken Perry for his attendance at the May 26, 2015 Agency One Meeting held in Fort Frances.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem and Travel Expense claims in the total amount of \$150.00 as submitted by Councillor Ken Perry for his attendance at the May 26, 2015 Agency One Meeting held in Fort Frances.



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

Attendee	Ken Perry
Conference / Seminar Attended	Agency One Meeting
Location	Fort Frances Library
Dates	May 26, 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		May 26/15						
Amount		\$150.00						\$150.00


Name (Please Print)	Signature
Ken Perry	Ken Perry
Approved	Date

To be submitted to Payroll for processing when approved by Council

**TOWN OF FORT FRANCES****COUNCIL**Session No. 015Resolution No. 197Moved by May BrunettaDated June 8, 2015Seconded by Ken Perry

THAT the payment of a full day per-diem be approved for all members of Council who attended the May 26, 2015 meeting hosted by Agency One Bands at the Library Technology Centre.

	Yea	Nay	Disclosure of Interest
R. Avis			
J. Albanese			
W. Brunetta			
J. Caul			
D. Kitowski			
K. Perry			
G. Paul Ryan			

<input checked="" type="checkbox"/>	CARRIED
<input type="checkbox"/>	DEFEATED
 _____ MAYOR or DEPUTY MAYOR	



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/62**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**Subject:** Councillor Ken Perry Regional Economic Development Committee Per Diem and Travel

---

### **BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$75.00 and Town of Fort Frances Schedule “B” Travel Expense Statement for mileage of \$27.26 to attend the Regional Economic Development Committee Meeting held on June 3, 2015 in Emo as submitted by Councillor Ken Perry.

The travel claim is in compliance with the Travel Policy Number 3.11 Schedule “A”. The per diem claim submitted is not covered by the Town of Fort Frances By-Law 02/10-B Schedule ‘A’ as per attachment.

### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends that this matter be discussed at the Committee of the Whole meeting to determine if the per diem claim in the amount of \$75.00 and travel expense claim of \$27.26 as submitted by Councillor Ken Perry for his attendance at the June 3, 2015 Regional Economic Development Committee Meeting held in Emo is an allowable claim thereby necessitating an amendment to By-Law No. 02/10B Schedule “A”.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation that this matter be discussed at the June 22, 2015 Committee of the Whole meeting to determine if the per diem claim in the amount of \$75.00 and travel expense claim of \$27.26 as submitted by Councillor Ken Perry for his attendance at the June 3, 2015 Regional Economic Development Committee Meeting held in Emo is an allowable claim thereby necessitating an amendment to By-Law No. 02/10B Schedule “A”.

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

1. Attendee	Ken Perry							
2. Conference/Seminar Attended	RBC							
Location (Facility and City)	EMO LBGION							
Dates	June 3/15							
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation								
Transportation				27.26				
Breakfast								
Lunch								
Dinner								
Per Diem				75.00				
Other								
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
5. Town Used Vehicle	Yes	<input checked="" type="radio"/> No	Reason					Total
Mileage Claimed	58 KM x \$0.47 = 27.26							
6. Approved								
	Total Expenses							102.26
	Advance Received							
	Balance Claimed							102.26
	Balance Refunded							

Transfered  
to Sch. 'F'

27.26 km

27.26 km

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

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

Date June 8/15

Employee Signature Ken Perry

Date \_\_\_\_\_

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

Date \_\_\_\_\_

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

Date	Treasurer	A / P	Cashier
------	-----------	-------	---------



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

Attendee	Ken Perry
Conference / Seminar Attended	Regional Economic Development Committee (REDC) Meeting
Location	Emo Legion
Dates	June 3, 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			June 3/15					
Amount			75.00					\$75.00

Name (Please Print)	Signature
Approved	Date

To be submitted to Payroll for processing when approved by Council





**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/66**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**Subject:** Councillor John Albanese Agency One Meeting Per Diem

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Agency One Meeting Held at the Fort Frances Public Library on May 26, 2015 as submitted by Councillor John Albanese. The per diem for the meeting was authorised by Council on June 8, 2015.

The per diem claim is in compliance with the Town of Fort Frances By-Law 02/10-B Schedule 'A'.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor John Albanese for his attendance at the Agency One Meeting held in Fort Frances on May 26, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor John Albanese for his attendance at the Agency One Meeting held in Fort Frances on May 26, 2015.

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

Attendee JOHN ALBANESE

Conference/Seminar Attended Agency One Meeting

Location F.F. Public Library

Dates May 26, 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		May 26						
Amount		\$150 <sup>00</sup>						\$150 <sup>00</sup>

Submitted by: JOHN ALBANESE

Date: JUNE 16, 2015

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

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

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

or Payroll

Pay period \_\_\_\_\_



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/69**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**Subject:** Councillor Doug Kitowski Agency One Meeting Per Diem

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Agency One Meeting Held at the Fort Frances Public Library on May 26, 2015 as submitted by Councillor Doug Kitowski. The per diem for the meeting was authorized by Council on June 8, 2015.

The per diem claim is in compliance with the Town of Fort Frances By-Law 02/10-B Schedule 'A'.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor Doug Kitowski for his attendance at the Agency One Meeting held in Fort Frances on May 26, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor Doug Kitowski for his attendance at the Agency One Meeting held in Fort Frances on May 26, 2015.

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



Attendee	Doug Kitowski
Conference / Seminar Attended	AGENCY 1 MEETING
Location	F.F. LIABURY
Dates	MAY 26 - 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		MAY 26						
Amount		150.00						

Name (Please Print)	Signature
Doug Kitowski	
Approved	Date

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/65**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**Subject:** Mayor Roy Avis Agency One Meeting & Strat Plan Meeting Per Diems

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Agency One Meeting held on May 26, 2015 as authorized by Council on June 8, 2015 and Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Strat Plan held at Kiwanis Sunny Cove Camp on June 11, 2015 as submitted by Mayor Roy Avis.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-B Schedule ‘A’.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claims in the amount of \$300.00 as submitted by Mayor Roy Avis for his attendance at the May 26, 2015 Agency One Meeting held in Fort Frances and the June 11, 2015 Strat Plan Meeting held at Kiwanis Sunny Cove Camp.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claims in the total amount of \$300.00 as submitted by Mayor Roy Avis for his attendance at the May 26, 2015 Agency One Meeting held in Fort Frances and the June 11, 2015 Strat Plan Meeting held at Kiwanis Sunny Cove Camp.



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

Attendee <i>Roy Avis</i>	<i>Roy Avis</i>
Conference / Seminar Attended <i>FIRST NATIONS AGENCY</i>	<i>HOSTED BY FIRST NATIONS</i>
Location	<i>LIBRARY TECHNOLOGY CENTRE</i>
Dates	<i>MAY 26 2015</i>


**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		<i>MAY 26/15</i>						
Amount		<i>150 -</i>						

Name (Please Print) <i>Roy Avis</i>	Signature <i>[Signature]</i>
Approved	Date



To be submitted to Payroll for processing when approved by Council

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

Attendee	
Conference / Seminar Attended	STRAT PLAN
Location	Sunny Cove
Dates	JUNE 11 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date				JUNE 11/15				
Amount				150 <sup>-</sup>				

Name (Please Print)	Signature
	
Approved	Date

To be submitted to Payroll for processing when approved by Council



## REPORT

**TO:** Mayor Avis and Council

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

**DATE:** June 14, 2015

**RE:** **Community Museum Operating Grant (CMOG) 2015**

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### Preamble

In 2014 the Fort Frances Museum was again the beneficiary of the annual Grants Ontario program, Community Museum Operating Grant (CMOG) in the amount of \$21,519.00 that is determined by financial data from the previous year operations. Similarly, the application for 2015 is based upon financial information from 2014 and goals for 2015. As such, the Museum will apply for the maximum benefit allowable based upon the following metrics:

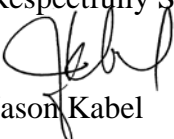
- operating hours, operating days, days per month for at least 8 months – 20 days/month minimum, number of full time paid positions supported, number of volunteers, volunteer hours, paying & non-paying visitors, school groups, student attendees, memberships (individual & family), website visits, and social media followers

Please find the annual Community Museum Operating Grant (CMOG) attached from the Ministry of Tourism, Culture, and Sport for our 2015 annual operating grant.

### Recommendation

The Community Services Executive Committee recommends to Mayor and Council to authorize the submission of the 2015 Community Museum Operating Grant to the Ministry of Tourism, Culture, and Sport by Museum Curator, Sherry George and also to authorize the Mayor and Clerk to sign the grant application on behalf of the Town.

Respectfully Submitted,



Jason Kabel

**Council approval of this report will** authorize the submission of the 2015 Community Museum Operating Grant (CMOG) to the Ministry of Tourism, Culture, and Sport by Museum Curator, Sherry George and also endorse signing of the grant application.

**Community Museum Operating Grant reporting for year 2014****Required:**

**Organizational Chart for 2014** – Sherry George - curator.

One high school student worked 5 hours Saturdays until end of June, then two high school students split a work-week through summer and Saturdays until mid December. Three university students were hired in the summer under various grants. Contract position hired under MTF grant to transfer database & digitize newspapers concluded in mid March.

**Separate attachments:**

GOS CMOG Application Form 2015  
2014 Activities Report  
2014 CMOG Pay Equity Form  
2014 CMOG Revenue & Expense Form  
2014 Financial Information Return  
2014 Museum Actuals (financial statement)  
2015 Standards Evaluation Tool  
Current Building Inspection Report  
Approved Job Description (by Advisory Committee)  
3 Months humidity/temperature/lux record

## Instructions

This section provides information on how to complete and submit your application. Users of this application may also hover their cursor over any heading to learn more about the requirements.

### How To Complete The Application

Before filling out the application read the entire PROGRAM/APPLICATION GUIDELINES. It may be useful to print a copy of the Program/Application guidelines to refer to while completing the application. There may be some questions on this application that you are NOT required to complete, these will be noted clearly in the Program/Application guidelines. Some programs require you to contact a ministry advisor prior to submitting your application.

Information about eligible organizations and expenses are detailed in the Program/Application guidelines.

Some fields in your application will already have the information you supplied during enrolment or from previous applications.

Answer each question fully or indicate "not-applicable" if the question is not relevant or does not apply to your project. Answers may vary in length depending on the nature of your project or program.

Provide reasons and supporting data where applicable to support your application. Demonstrate how your project addresses the grant program priorities.

Prepare necessary support materials. Ensure you have all of the necessary support materials electronically (either scanned, pdf or attachment). The required attachments are listed below.

Note that Ministry consideration of an application does not guarantee funding. Applications will be assessed on the basis of the information provided by the applicant within the completed application forms and for their ability to achieve the objectives of the program.

The Ministry cannot guarantee funding to all applicants, nor can the ministry ensure that the total amount requested by successful applicants will be granted. The ministry reserves the right, in its sole discretion, to fund or not fund any particular project or program for which an application is submitted. The decision to fund all or part on an applicant request will depend on its fit to the program priorities, assessment criteria and the overall demand of funds in the program.

### Attachment, Requirements Checklist

- AGM minutes
- Actuals
- Annual Report
- Board Members
- Completed CMOG Revenue & Expense form
- Financial Audit
- Financial Information Return (FIR)
- Misc.
- New policies
- Org chart
- Other
- Pay Equity form
- Profile Report
- Review Engagement



Grant Case # 2015-06-1-112913577

## Section A - Organization Information

This section displays general information about your organization submitted during the Grants Ontario enrolment process. To make a change to this information, please submit an Assistance Request through the Grants Ontario System. Once the change has been made, all future reports will include the updated information.

1. Organization Name: Fort Frances Museum and Cultural Centre		2. Organization Legal Name: Fort Frances Museum & Cultural Centre	
3. Web Site URL: www.fort-frances.com/museum			
4. Type of Legal Entity: Municipality	5. Year Established: 1978	6. Date Incorporated: 06/19/2012	
7. Corporation Registration Number:	8. Date of last AGM:	9. Date of Next AGM:	
10. Organization Mandate:			

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## Section B - Organization Address Information

This section displays address information about your organization submitted during the Grants Ontario enrolment process. To make a change to this information, please submit an Assistance Request through the Grants Ontario System. Once the change has been made, all future applications will include the updated information.

### Primary Address:

1. Street address 1: 259 Scott Street		
2. Street address 2: 		
3. City: Fort Frances	4. Province: Ontario	5. Postal Code P9A1G8

### Mailing Address:

6. Street address 1: 259 Scott Street		
7. Street address 2: 		
8. City: Fort Frances	9. Province: Ontario	10. Postal Code P9A1G8

## Section C - Organization Contact Information

Information about key people in the organization, including whether they have signing authority or not. Note that only the first group of contact fields are mandatory. All other types of contacts are optional.

### Organization Contact

General contact for the organization. The person who should receive general information from the Ministry including notification of grant opportunities, deadlines and news releases.

1. * Salutation: Mrs.	2. * First Name: Sherry	3. * Last Name: George	4. * Title: Curator
5. * Phone Number (Work): 8072747891		6. Phone Number (Mobile):	7. * Email Address: sgeorge@fort-frances.com



8. Signing Authority (Does this person have signing authority for your organization?)

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## Most Senior Official

This is the most senior elected or appointed official with whom a Minister of the Crown would correspond with (i.e. Mayor, Board Chair, Reeve, Chief, CEO)

9. Salutation: Mr.	10. First Name: Roy	11. Last Name: Avis	12. Title: Mayor
13. Phone Number (Work): (807) 274-5323		14. Phone Number (Mobile):	15. Email Address: ravis@fort-frances.com

☐ 16. Signing Authority (Does this person have signing authority for your organization?)

## Other Senior Staff

This is the most senior member of the organization aside from the person listed as Most Senior Official (i.e. CEO, Executive Director).

17. Salutation: Mr.	18. First Name: Mark	19. Last Name: McCaig	20. Title: CEO
21. Phone Number (Work): (807) 274-5323		22. Phone Number (Mobile):	23. Email Address: mmccaig@fort-frances.com

☐ 24. Signing Authority (Does this person have signing authority for your organization?)

## Other Contact 1

Any other person with whom the Ministry might wish to contact or additional signing authorities e.g. Treasurer, CFO or Vice Chair

25. Salutation:	26. First Name:	27. Last Name:	28. Title: Other1
29. Phone Number (Work):		30. Phone Number (Mobile):	31. Email Address:

☐ Signing Authority (Does this person have signing authority for your organization?)

## Other Contact 2

Any other person with whom the Ministry might wish to contact or additional signing authorities e.g. Treasurer, CFO or Vice Chair

33. Salutation:	34. First Name:	35. Last Name:	36. Title: Other2
37. Phone Number (Work):		38. Phone Number (Mobile):	39. Email Address:

☐ 40. Signing Authority (Does this person have signing authority for your organization?)

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## Section E - Grant Payment Information

Should your application be successful, this information will be used to make payments.

### Payment Address:

Please select your organization's payment address from the drop-down list below. Once selected, the payment address fields below will be populated with the information related to the selected address. If your organization's payment address does not appear in the drop-down list, please complete the fields below manually.

1. Payment Organization: TOWN OF FORT FRANCES | 320 PORTAGE AVE

2. \* Payment Organization Name (maximum 100 characters)

TOWN OF FORT FRANCES

3. \* Street Address 1:

320 PORTAGE AVE

4. Street Address 2:

5. \* City:

FORT FRANCES

6. \* Province:

Ontario

7. \* Postal Code

P9A 3P9

### Payment Contact:

Individual who should be contacted for clarifications about banking information or financial matters

8. * Salutation: Ms.	9. * First Name: Laurie	10. * Last Name: Witherspoon	11. * Title: Treasurer
12. * Phone Number (Work): (807) 274-5323 x248		13. Phone Number (Mobile):	14. Fax Number: (807) 274-8479
15. * Email Address: lwatherspoon@fort-frances.com			

16. \* Method Of Payment  
Electronic Fund Transfer

Grant Case # 2015-06-1-112913577

## Section F - Application Contact information

This is the person who will be the sole contact responsible for all communication with the Ministry in regard to this application.

1. * Salutation: Ms.	2. * First Name: Sherry	3. * Last Name: George	4. * Title: Curator
5. * Phone Number (Work): (807) 274-7891		6. Phone Number (Mobile):	7. Fax Number: (807) 274-4103
8. * Email Address: sgeorge@fort-frances.com			

## Section G2 - Additional Questions

1. Provide the names of Board Members in 2014 including the number of years each has served on the board. (maximum 4,900 characters)

Debbie Ballard, Fort Frances resident, 4th year, chair  
Bruce Caldwell, Fort Frances resident, 8th year, retired at year-end  
Robert Schulz, Fort Frances resident, 4th year  
Judy Kielczewski, Fort Frances resident, 4th year, resigned at year-end  
Mary Hickling, Fort Frances resident, 2nd year

2. Provide the number of times the board met in 2014 including its AGM. (maximum 4,900 characters)

Ten meetings held in 2014: Jan 20; Mar 17; Apr 21; May 20; June 23; July 21;  
August 19; Sept 22; Oct 20; Nov 17

No AGM - governed by municipality.

## Section I - Performance Measures

There are set performance measures for all projects in this grant category. The target number or "Goal" is all that is required. In addition your project may have specific performance measures, these may be added to the blank areas of the chart.

Ministry Provided Performance Metrics					
		1. Metric	2. Description	3. * Goal	
	1	# seasonal operating hours	This is the number of operating hours for Seasonal museums only. 360 hours minimum.	0	
	2	# seasonal operating days	This is the number of operating days for Seasonal museums only. 60 days minimum.	0	
	3	# year round operating hours	This is the number of operating hours for Year Round museums only. 1060 hours minimum.	1,658	
	4	# year round operating days	This is the number of operating days for Year Round museums only. 180 days minimum.	295	



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5	# operating days per month	Number of operating days per month for at least 8 months (Year Round Museums). 20 days per month minimum.	27	
6	# full time paid grant positions	Number of full time paid positions supported by employment grants.	1	
7	# part time paid grant positions	Number of part time paid positions supported by employment grants.	4	
8	# full time positions not supported by a grant	Number of full time paid positions not supported by employment grants.	1	
9	# part time positions not supported by a grant	Number of part time paid positions not supported by employment grants.	1	
10	# of volunteers	Number of volunteers in 2014.	89	
11	# of volunteer hours	Number of volunteer hours in 2014.	2,059	
12	# of paying visitors	Number of paying visitors in 2014.	1,145	
13	# of non-paying visitors	Number of non-paying visitors in 2014.	4,776	
14	# of school groups	Number of school groups in 2014.	13	
15	Total # of students	Total number of students in 2014.	261	
16	# of individual memberships	Number of individual memberships in 2014.	16	
17	# of family memberships	Number of family memberships in 2014.	21	
18	# of institutional memberships	Number of institutional memberships in 2014.	8	
19	# of website visitors	Number of website visits in 2014.	29,085	
20	# of social media followers	Number of social media followers (Facebook, Twitter, etc.)	149	

4. Comments (maximum 4,900 characters)

## Client Provided Performance Metrics

		1. Metric	2. Description	3. Goal	
X	1				+

4. Comments (maximum 4,900 characters)

## Section Y - Terms & Conditions

### Terms and Conditions: Community Museum Operating Grant 2015-16

All grants awarded by the Ministry of Tourism, Culture and Sport are governed by terms and conditions. The general terms and conditions governing grants awarded under the Community Museum Operating Grant program are contained in this application form. By signing the application form and submitting it to the Ministry, the Applicant is agreeing with the Ministry to be bound by these terms and conditions if a grant is awarded.

In addition to these general terms and conditions the Ministry may specify other terms and conditions which will be contained in subsequent correspondence from the Ministry. The Applicant will be asked to agree to those terms and conditions by signing and returning that correspondence to the Ministry. Once the Applicant signs that correspondence and returns it to the Ministry, the terms and conditions contained in that correspondence will form part of the Applicant's agreement with the Ministry. The Ministry will not disburse Funding to the Applicant until the Applicant signs and submits to the Ministry both this application and any subsequent correspondence containing any additional terms and conditions.

All grant applications submitted to the Ministry are subject to the access-to-information provisions of the *Freedom of Information and Protection of Privacy Act* (the "Act"). The Act provides all persons with a legal right of access to information in the custody and/or control of the Ministry, subject to a limited set of exemptions. One such exemption is information that reveals a trade secret or scientific, technical, commercial, financial or labour relations information supplied in confidence, where disclosure could reasonably be expected to result in certain harms.

If an Applicant believes that any of the information it submits in connection with its grant application, grant, if any, or pursuant to the Terms and Conditions reveals any trade secret or scientific, technical, commercial, financial or labour relations information belonging to it and wishes to protect the confidentiality of such information, the Applicant should clearly mark the information "confidential". Marking the information "confidential" does not mean that the information will not be released if and as required under the Act. Rather, if the Ministry receives a request for access to that information, marked "confidential", the Ministry will contact the Applicant so that it may, if it wishes, make representations concerning release of the requested information.

The Applicant is advised that the names and addresses of grant recipients, the amount of grant awards, and the purpose for which the grants are awarded is information the Ministry makes available to the public. See Article 34.

Copies of the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, chapter F.31, as amended, are available from Publications Ontario at 777 Bay Street, Toronto ON M5G 2C8, telephone 416 585-7485 or 1 800 668-9938. The Act is also Internet accessible at:

<http://www.ipc.on.ca/index.asp?navid=73>.

### 1. Definitions

When used in these Terms and Conditions, the following terms will have the meanings ascribed to them below:

"Activities" means the operation of a Museum as per Regulation 877.

"Additional Conditions" means the terms and conditions referred to in Article 15;

"Agreement" means the Application (including cover and execution pages and any sections of the application) entered into between the Ministry and the Recipient, the Terms and Conditions and any instruments amending this agreement.

"Application" means this application form and the information provided by the Recipient herein;

"Applicant" means a non-profit corporation, council of a municipality, public library board, conservation authority, or Indian Band that is eligible for a grant under the application.

"Approval Letter" means the letter sent by the Minister of Tourism, Culture and Sport which confirms that the Recipient will receive Funding and sets out the amount of Funding which the Recipient may receive;

"Claims" means any and all liability, loss, costs, damages and expenses (including legal fees), causes of action, actions, claims, demands, lawsuits or other proceedings;

"Fiscal Year" means , the period commencing on the date of this Agreement and ending on first day that is March 31 following the date of this Agreement;

"Funding" means the funds provided to the Recipient by the Ministry;

**"Ministry"** means Her Majesty the Queen in right of Ontario as represented by the Minister of Tourism, Culture and Sport;

**"Museum"** means the institution operated by the Applicant and as defined in section 1 of the Regulation;

**"OHA"** means *Ontario Heritage Act*, c. 0.18, R.R.O. 1990, as amended;

**"Pay Equity Funding"** means the funds given by the Ministry to the Recipient to assist the Recipient in meeting its obligations under the *Pay Equity Act*, R.R.O. 1990, c. P. 7;

**"Political Activity"** means a political activity that is not a permitted ancillary non-partisan political activity of a registered charity under the *Income Tax Act (Canada)*, including without limitation the support of, or opposition to, a political party or a candidate for public office;

**"Recipient"** means the Applicant which has been awarded Funding and which has agreed to be bound by the Terms and Conditions;

**"Regulation"** means OHA, Regulation 877 R.R.O. 1990 as amended;

**"Terms and Conditions"** means the terms and conditions set out in this Application and any terms and conditions set out in subsequent correspondence from the Minister or Ministry.

## 2. Term and Notice

These Terms and Conditions shall be in effect for one (1) year from the date of the Approval Letter unless terminated earlier pursuant to either Article 11 or 12 of these Terms and Conditions.

Any notice or communication required or permitted to be given under these Terms and Conditions will be:

- a. in writing;
- b. delivered personally or by pre-paid courier, or sent by facsimile, certified or registered mail or postage pre-paid mail with receipt notification requested; and
- c. addressed to the applicant or the Ministry of Tourism and Culture, Culture Programs and Services Branch, as appropriate.

All notices will be effective at the time the delivery is made if the notice is delivered personally, by pre-paid courier or by facsimile; or three (3) days after the day the notice was deposited in the mail if the notice is sent by certified, registered or postage prepaid mail, unless the day the notice is effective falls on a day when the Ministry is normally closed for business, in which case the notice will not be effective until the next day that is a day when the Ministry is normally open for business.

## 3. Funding

### 3.1 the Ministry:

- a. shall provide Funding up to the amount indicated in the Approval Letter. The Ministry shall disburse the Funding to the Recipient at a time to be determined by the Ministry and,
- b. may adjust the amount of Funding to be provided to the Recipient based upon the Ministry's assessment of the reports provided to the Ministry pursuant to Article 16.

## 4. Condition Precedent

It is a condition precedent to the receipt by the Recipient of Funding under these Terms and Conditions that the Ministry is satisfied with the performance of the Recipient under any previous or concurrent grant agreement or terms and conditions with the Ministry. This condition is inserted for the benefit of the Ministry and may be waived at its option. Upon fulfilment or waiver of the condition, the Terms and Conditions shall be in force or binding on the Recipient and the Ministry.

## 5. Funding and Budget

**5.1** The Ministry shall provide Funding up to the amount indicated by the Approval Letter and/or Ministry in writing. The Ministry shall disburse the Funding to the Recipient at its discretion.

**5.2** Despite section 5.1 above, the Ministry:

- a. in its sole discretion, may adjust the amount of Funding to be provided to the Recipient in any Fiscal Year during which the Terms and Conditions are in effect based upon the Ministry's assessment of the reports provided to the Ministry pursuant to Article 16 of these Terms and Conditions;

## 6. Activities

6.1 Unless otherwise permitted by the Ministry in writing, the Recipient shall:

use the Funding to complete the objectives and achieve the outcomes described in the Regulation;

6.2 The Recipient shall not make any changes to the Activities or the time lines without the prior written approval of the Ministry.

6.3 The Recipient will carry out the Activities and their operations in compliance with all federal, provincial or municipal laws or regulations, or any orders, rules or by-laws related to any aspect of the Activities. The Ministry is not responsible in any way for the carrying out of the funded Activities.

## 7. Representations, Warranties and Governance

7.1 The Recipient represents warrants and covenants that:

- a. it is, and shall continue to be in compliance with all laws, including the requirements under the Regulation;
- b. all information (including information relating to any eligibility requirements for the Grant) the Recipient provided to the Ministry in support of its Application was true and complete at the time the Recipient provided it, and shall continue to be true and complete for the Term of this Agreement, in every respect except as set out to the contrary in this Agreement; and
- c. any Pay Equity Funding (if applicable) is being used solely for the purposes of fulfilling the Recipient's obligations under the Pay Equity Act.

7.2 The Recipient represents and warrants that:

- a. it has the full power and authority to enter into these Terms and Conditions; and
- b. it has taken all necessary actions to authorize the execution of this Agreement.

7.3 The Recipient represents, warrants and covenants that it has

- a. established, and shall maintain for the period during which this Agreement is in effect, by-laws or other legally necessary instruments to:
  - i. establish decision-making mechanisms;
  - ii. provide for the prudent and effective management of the Funding;
  - iii. establish procedures to enable the successful completion of the Activities; and
  - iv. establish procedures to enable the preparation and delivery of all reports required pursuant to Article 16.

7.4 Upon request, the Recipient shall provide the Ministry with proof of the matters referred to in this Article 7.

## 8. Holding of Funding

8.1 Until it is used in accordance with these Terms and Conditions, the Funding will be placed in an account that:

- a. resides at a Canadian financial institution; and
- b. is in the name of the Recipient.

8.2 If the Ministry flows the Funding to the Recipient prior to the Recipient's immediate need for the Funding the Recipient shall place the Funding in an interest bearing account.

8.3 If the Recipient earns any interest on the Funding:

- a. the Ministry may deduct the interest amount from any further Funding instalments; and/or
- b. the Recipient shall pay any interest to the Ministry as directed by the Ministry.

## 9. Assignment of Application or Funding

The Applicant/Recipient shall not assign this Application or the Funding or part thereof to another entity without the prior written consent of the Ministry, which consent may be unreasonably and arbitrarily withheld.

These Terms and Conditions will ensure to the benefit of and be binding upon the parties and their respective heirs, executors, administrators, successors and permitted assigns.

## 10. Unused Funding

The Recipient agrees that any part of the Funding which has not been used and accounted for by the Recipient by the time the Terms and Conditions expire shall belong to the Ministry and shall be used only for the purposes agreed upon by

the Ministry or shall be returned to the Ministry immediately on the written request of the Ministry.

## 11. Termination by Ministry for Convenience

The Ministry may, in its sole discretion, without liability, cost or penalty, and without prejudice to any other rights or remedies of the Ministry under the Terms and Conditions or at law or in equity, terminate the Terms and Conditions at any time, for any reason, upon giving at least 30 days notice to the Recipient.

## 12. Termination and Corrective Action

12.1 The Ministry may terminate the Terms and Conditions immediately upon giving notice to the Recipient if:

- a. in the opinion of the Ministry:
  - i. the Recipient has knowingly provided false or misleading information regarding its Application or in any other communication with the Ministry;
  - ii. the Recipient breaches any term or condition of the Terms and Conditions;
  - iii. the Recipient is unable to complete the Activities or is likely to discontinue it;
  - iv. it is not reasonable for any reason for the Recipient to complete the Activities;
- b. the nature of the Recipient's business, or its corporate status, changes so that it no longer meets any applicable eligibility requirements under which the Ministry is providing the Funding;
- c. the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver; or
- d. the Recipient ceases to carry on business;
- e. the Recipient uses Funding or any part of it for Political Activity.

12.2 If the Ministry considers that it is appropriate to allow the Recipient the opportunity to remedy the breach of these Terms and Conditions, the Ministry may give the Recipient an opportunity to remedy the breach by giving the Recipient written notice

- a. of the particulars of the breach;
- b. of the period of time within which the Recipient is required to remedy the breach; and
- c. that the Ministry will terminate the Terms and Conditions:
  - i. at the end of the notice period provided for in the notice if the Recipient fails to remedy the breach within the time specified in the notice; or
  - ii. prior to the end of the notice period provided for in the notice if it becomes apparent to the Ministry that the Recipient cannot completely remedy the breach within that time or such further period of time as the Ministry considers reasonable, or if the Recipient is not proceeding to remedy the breach in a way that is satisfactory to the Ministry.

12.3 If the Ministry has provided the Recipient with an opportunity to remedy the breach, and

- a. the Recipient does not remedy the breach within the time period specified in the notice;
- b. it becomes apparent to the Ministry that the Recipient cannot completely remedy the breach within the time specified in the notice or such further period of time as the Ministry considers reasonable; or
- c. the Recipient is not proceeding to remedy the breach in a way that is satisfactory to the Ministry;

The Ministry may immediately terminate the Terms and Conditions by giving notice of termination to the Recipient.

12.4 Despite the Ministry's right to terminate this Agreement pursuant to s. 12.1, the Ministry may, in addition to and in the alternative to s. 12.2, choose not to terminate this Agreement and may take whatever corrective action it considers necessary and appropriate, including suspending Funding for such period as the Ministry determines, to ensure the successful completion of the Activities in accordance with these Terms and Conditions.

12.5 In the event of termination under this Article, the effective date of termination shall be the last day of the notice period, the last day of any subsequent notice period or immediately, whichever applies.

## 13. Funding Upon Termination



If the Terms and Conditions are terminated by the Ministry pursuant to Article 11 or Article 35, the Ministry may:

- a. cancel all further Funding instalments; and/or
- b. demand the repayment of any Funding (including any interest) remaining in the possession or under the control of the Recipient that are not required by the Recipient;

and the Ministry will determine the Recipient's reasonable costs to terminate the Activities (if such action is necessary) and allow the Recipient to set-off such costs against the amount owing by the Recipient to the Ministry. In no event will the Ministry be responsible for any amount by which the costs exceed the amount owing.

If the Terms and Conditions are terminated by the Ministry pursuant to Article 12, the Ministry may:

- a. cancel all further Funding instalments; and/or
- b. demand the repayment of any Funding in whole or in part (including any interest) , or an amount equal thereto.

#### 14. Repayment of Funding by Recipient

If the Ministry demands the repayment of any part of the Funding funds pursuant to the Terms and Conditions the amount demanded shall be deemed to be a debt due and owing to the Ministry and the Recipient shall pay the amount to the Ministry immediately unless the Ministry directs otherwise. The Ministry may charge interest on any amount owing by the Recipient at the then current rate charged by the Province of Ontario on accounts receivable. The Recipient will pay the amount demanded by cheque payable to the "Minister of Finance, Ontario" and mailed to the Ministry of Tourism, Culture and Sport to the attention of the Program Assistant as provided for on page 1 of the Application. The Recipient agrees that any part of the Funding which has not been used or accounted for by the Recipient by the time these Terms and Conditions expire or are terminated will be used only for the purposes agreed upon by the Ministry or will be returned to the Ministry immediately on the written request of the Ministry.

#### 15. Additional Conditions

The Recipient will comply with any Additional Conditions. The Ministry shall be entitled, at any time, to impose such additional terms or conditions on the use of the Funding which it, in its sole discretion, considers appropriate for the proper management and expenditure of the Funding and the carrying out and completion of the Activities and shall be entitled to impose such terms and conditions on any consent granted pursuant to the Terms and Conditions.

#### 16. Reports

The Recipient shall submit:

- a. A financial report for the Applicant's previous fiscal year to the Ministry;
- b. A completed Schedule B, if the recipient receives Pay Equity Funding;
- c. A final report on its Activities from the previous year;
- d. Such other reports as the Ministry may require from time to time;

Reports shall be in a form satisfactory to the Ministry and shall include all details requested by the Ministry. The Recipient shall provide with the final report copies of all materials, products or resources developed using the Funding. All reports shall be signed by an officer of the Applicant/Recipient authorized to sign for and bind the Recipient.

Upon request, the Recipient shall submit a final audited financial statement to the Ministry, in addition to the final report, within the time period stipulated by the Ministry. If audited statements are not normally prepared by the Recipient, the Ministry may request a review engagement report which accounts for Grant revenue and expenditures prepared by an accredited accountant external to the Recipient.

#### 17. Acknowledgement

The Recipient acknowledges that the Ministry may make public the name and business address of the Recipient, the amount of the Funding and the purpose for which the Funding has been provided.

The Recipient agrees to acknowledge the support of the Ministry and the Government of Ontario,

- a. by displaying
  - i. the following words: The support of the Government of Ontario, through the Ministry of Tourism, Culture and Sport, is acknowledged, (the "Acknowledgement")

- and
- ii. the Province of Ontario Trillium logo (the "Ontario Logo"), word mark (the "Ontario Word Mark"), as directed by the Ministry on approval of the Activities,

in all copies of interim or final reports produced for the Activities or with the Funding or under the Terms and Conditions and in all advertising and publicity relating to Activities;

- b. by displaying the Ontario Logo or Ontario Word Mark, as the case may be, in colour wherever and whenever it is financially feasible to do so;
- c. by displaying the Acknowledgement and the Ontario Logo or Ontario Word Mark, as the case may be, prominently;
- d. the Recipient will not make any public announcement, news release, advertising or other form of publicity regarding the Funding received until permission to do so is received from the Ministry; and
- e. will advise the Ministry in writing of any public communication, interview, media event, report or presentation that is expected to refer to the Activities and provide the opportunity for the Ministry to be present where appropriate. The Recipient will provide the Ministry with a minimum of ten (10) business days prior written notice of such events, or as soon as the Recipient is aware of such events.

## 18. Disclaimer

The Recipient shall prominently display the following disclaimer in all reports and materials produced for the Activities or with the Funding or under the Terms and Conditions:

The views expressed herein are those of

and do not necessarily reflect those of the Programs and Services Branch, the Ministry of Tourism, Culture and Sport, or the Government of Ontario.

## 19. Accounting and Audit

19.1 The Recipient shall keep and maintain all records, invoices, and other documents relating to the Funding, including all documents substantiating its competitive purchasing, in a manner consistent with generally accepted accounting principles, as set out by the Canadian Institute of Chartered Accountants and its Handbook, and in accordance with generally accepted bookkeeping practices, and shall maintain such records and keep them available for review by the Ministry and its agents for a period of seven (7) years from the date of the expiry or termination of these terms.

19.2 The Recipient will maintain all non-financial documents and records relating to the Funding or the funded Activities, including any records it receives about the people it serves, in a confidential manner consistent with all applicable law.

19.3 The Recipient authorizes the Ministry or its authorized representatives may, upon twenty-four (24) hours' notice to the Recipient and during normal business hours:

- a. enter the Recipient's premises to review the status and manner of operation of the Activities;
- b. inspect and copy any financial records, invoices and documents in the possession or under the control of the Recipient which relate to the Funding or otherwise to the Activities;
- c. inspect and copy non-financial records in the possession or under the control of the Recipient which relate to the Funding or otherwise to the Activities, except that, where such records relate to a third party served by the Activities, the Ministry will obtain the consent of the third person before inspecting or copying such records; and
- d. conduct a full or partial audit or investigation of the Recipient in respect of the Activities.

19.4 To assist the Ministry in the task described in this Article, the Recipient agrees to provide any additional information reasonably required by the Ministry.

19.5 The purposes for which the Ministry may exercise its rights under this Article include:

- a. determining for what items and purposes the Recipient expended the Funding;
- b. determining whether, and to what extent, the Recipient expended the Funding with due regard to economy and efficiency; and
- c. determining whether the Recipient completed the Activities effectively and in accordance with the Terms and Conditions.

19.6 For greater clarity, the Ministry's rights under this Article are in addition to any rights provided to the Auditor General pursuant to Section 9.1 of the *Auditor General Act* (Ontario).

## 20. Competitive Purchasing of All Goods and Services

The Recipient will manage the Activities wisely and prudently achieving value for money. The Recipient will acquire all supplies, equipment and services, including any advertising-related services, purchased with the Funding through an appropriate competitive process. For goods and services the cost of which exceeds \$5,000.00, the Recipient will, at a minimum, obtain at least three written quotes unless:

- a. the expertise the Recipient is purchasing is specialized and is not readily available; or
- b. it is unreasonable for the Recipient to obtain three (3) quotes because the Recipient has already researched the market for another similar purchase and knows the market.

## 21. Conflict of Interest

21.1 The Recipient will carry out the Activities and use the Funding in a manner that no person associated with the Activities in any capacity will have a potential or actual conflict of interest.

21.2 For these purposes, a conflict of interest includes a situation in which the person associated with the Activities and any member of his or her family is able to benefit financially from his or her involvement in the Activities. Nothing in this Article shall prevent volunteers from receiving reasonable out-of-pocket expenses incurred in connection with the Activities. The Recipient shall disclose to the Ministry without delay any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest.

21.3 The Recipient will disclose to the Ministry without delay any situation that may be reasonably interpreted as either an actual or potential conflict of interest.

## 22. Circumstances Beyond the Control of Either Party

Neither party shall be responsible for damage caused by delay or failure to perform under the terms of the Terms and Conditions resulting from matters beyond the control of the Ministry and the Recipient including strike, lockout or any other action arising from a labour dispute, fire, flood, act of God, war, riot or other civil insurrection, lawful act of public authority, or delay or default caused by a common carrier which cannot be reasonably foreseen or provided against.

## 23. Amendment and Waiver

No amendment of or addition to these Terms and Conditions will be valid unless it is in writing and signed by each party. A waiver of any failure to comply with any of the Terms and Conditions must be in writing and signed by the party providing the waiver.

Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply, whether occurring prior thereto, at the same time or thereafter.

## 24. Ministry and Recipient Independent

The parties are and shall at all times remain independent of each other and are not and shall not represent themselves to be the agent, joint venturer, partner or employee of the other. No representations shall be made or acts taken by either party which could establish or imply any apparent relationship of agency, joint venture, partnership or employment and neither party shall be bound in any manner whatsoever by any agreements, warranties or representations made by the other to any other person or with respect to any other action of the other party.

## 25. Severability of Provision

The invalidity or unenforceability of any provision of these Terms and Conditions will not affect the validity or enforceability of any other provision of these Terms and Conditions and any invalid or unenforceable provision will be deemed to be severed.

## 26. Two or More Applicants

Where two or more Applicants sign this application form, each Applicant shall be jointly and severally liable (each completely and individually liable) to the Ministry for the fulfillment of the obligations under the Terms and Conditions.

## 27. Time of Essence

Time will be of the essence in all respects. No extension of or waiver pursuant to these Terms and Conditions will operate as a waiver of this provision.

## 28. Sustainability

The Recipient agrees to operate all aspects of the Activities for the total period for which the Funding has been requested in the Application.

## 29. Governing Law

These Terms and the rights, obligations and relations of the parties to these terms will be governed by and construed in accordance with the laws of the province of Ontario. The parties irrevocably attorn and submit to the exclusive jurisdiction of the courts of the province of Ontario and all courts competent to hear appeals therefrom.

## 30. Further Assurances and Consents

The parties agree to do or cause to be done all acts or things necessary to implement and carry into effect this Terms and Conditions to its full extent. The Recipient acknowledges that the Ministry may impose conditions on any consent it provides pursuant to these Terms and Conditions.

## 31. Interpretative Value of Agreement Documents

In the event of any conflict or inconsistency between any part of this Application and these Terms and Conditions, these Terms and Conditions will prevail over any other part of this Application.

The division of these Terms and Conditions into schedules, articles, sections, clauses, paragraphs and the insertion of headings are for the convenience of reference only and will not affect the construction or the interpretation of these Terms and Conditions.

## 32. Appropriation

Despite any other provision of these Terms and Conditions, any payment by the Ministry under these Terms and Conditions is subject to there being an appropriation for the Fiscal Year in which the payment is to be made and there being funds available. Furthermore, should the Ministry's funds be reduced or otherwise become unavailable by non-appropriation by the Legislative Assembly of Ontario, the Ministry may:

- a. reduce the amount of the Funding and/or;
- b. in accordance with Article 13 terminate the Funding immediately upon giving notice to the Recipient.

## 33. Number and Gender

These Terms and Conditions will be read with all changes in gender or number as required by the context.

## 34. Freedom of Information and Protection of Privacy Act (FIPPA)

34.1 The Recipient acknowledges that the Ministry is bound by *FIPPA* and that any information provided to the Ministry in connection with these Terms and Conditions or the Application is subject to disclosure in accordance with the requirements of that Act.

34.2 The Recipient acknowledges that the Ministry may make public the name and business address of the Recipient, the amount of the Funding and the purpose for which the Funding has been provided.

## 35. Survival

Upon the expiration or termination of these Terms and Conditions, the following provisions will survive:

- Articles 8 (Holding of Funding),
- 9 (Assignment of Application or Funding),
- 10 (Unused Funding),
- 11 (Termination by Ministry for Convenience),
- 12 (Termination and Corrective Action),
- 13 (Funding upon Termination),
- 14 (Repayment of Funding by Recipient),
- 16 (Reports),
- 17 (Acknowledgement),

Grant Case # 2015-06-1-112913577

18 (Disclaimer),  
19 (Accounting and Audit),  
20 (Competitive Purchasing of All Goods and Services ),  
23 (Amendment and Waiver),  
32 (Appropriation),  
34 (FIPPA),  
35 (Survival).

## Section Z - Declaration / Signing

Applicants are expected to comply with the *Ontario Human Rights Code* (the “Code”) and all other applicable laws (<http://www.ohrc.on.ca/en/ontario-human-rights-code>). Failure to comply with the letter and spirit of the Code will render the applicant ineligible for a grant and, in the event a grant is made, liable to repay the grant in its entirety at the request of the Ministry.

Applicants should be aware that Government of Ontario institutions are bound by the *Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.F.31* (<http://www.ipc.on.ca/index.asp?navid=73>), as amended from time to time, and that any information provided to them in connection with this application may be subject to disclosure in accordance with that Act. Applicants are advised that the names and addresses of organizations receiving grants, the amount of the grant awards, and the purpose for which grants are awarded is information made available to the public.

### Declaration

The Applicant hereby certifies as follows:

- (a) the information provided in this application is true, correct and complete in every respect;
- (b) the Applicant understands any funding commitment will be provided by way of an approval letter signed by the responsible Minister and will be subject to any conditions included in such a letter. Conditions of funding may include the requirement for a funding agreement obligating the funding recipient to report on how the funding was spent and other accountability requirements;
- (c) the Applicant has read and understands the information contained in the Application Form;
- (d) the Applicant is aware that the information contained herein can be used for the assessment of grant eligibility and for statistical reporting;
- (e) the applicant understands that it is expected to comply with the *Ontario Human Rights Code* and all other applicable laws;
- (f) the Applicant understands that the information contained in this application or submitted to the Ministry in connection with the grant is subject to disclosure under the *Freedom of Information and Protection of Privacy Act*;
- (g) the Applicant is not in default of the terms and conditions of any grant, loan or transfer payment agreement with any ministry or agency of the Government of Ontario;
- (h) I am an authorized signing officer for the Applicant.

Mrs. Sherry George  
Curator  
(w): 8072747891  
(c):  
E-mail: [sgeorge@fort-frances.com](mailto:sgeorge@fort-frances.com)

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date/Time Field



Grant Case # 2015-06-1-112913577

Additional Signing Authority:

Salutation:	First Name:	Last Name:	Title:
Phone Number (Work):	Phone Number (Mobile):	Email Address:	

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date/Time Field



## P&D Executive Committee Report

**Date:** June 16, 2015

**To:** Mayor and Council

**From:** Planning and Development Executive Committee

**RE:** Development of a sub-committee of Council to review the sales of lots at Huffman Court

### Background

In 2012 and 2013 the discussions regarding conditions on sale of lots, lot prices, and procedures to sell the lots at the, that time, future Huffman Subdivision. Through 2013 and 2014 the construction of the Huffman Court Subdivision was completed including services, landscaping and roadways. To date there has been one lot sold with the construction of a house pending.

### Discussion

At the June 15, 2015 meeting of the Planning and Development Executive Committee a discussion was had regarding the sales of the lots at Huffman Court. There was a discussion of the conditions associated with the sales, cost of the lots and the procedure for purchasing and potential revisit of these items required. It was decided that the recommendation from the Planning and Development Executive would be to strike a sub-committee of Council to review all aspects of the Huffman Court lot sales. This item was also identified at the recent Strategic Planning Session.

Respectfully Submitted,  
Planning & Development Executive Committee

Travis Rob,  
Secretary, Planning & Development Executive Committee

**Council Approval of this Report Will:** Approve the recommendation of the Planning and Development Executive Committee to strike a sub-committee of council for the purpose of reviewing the procedures for lot sales at Huffman Court.

June 16, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Awarding Tender 15-OF-05 – Supply of New Front End Loader & Tender 15-OF-11 - Supply of Loader Mounted Snowblower Attachment - Airport Operations**

As you are aware the approved 2015 capital budget included the purchase of one new front end loader and one new loader mounted snowblower attachment to be utilized at the Airport Facility.

The funding for these pieces of equipment is a 100% grant from Transport Canada under the Airports Capital Assistance Program (ACAP). The total budget for the new front end loader including the trade in of our 1994 Case Model 721B complete with standard bucket was set at \$216,427.35. The new loader mounted snowblower attachment including the trade-in of the existing 1994 – RPM Tech model LM220 was set at \$119,249.75. The total approved capital budget is \$335,677.10 for both pieces of equipment.

The tender documents and specifications were developed in accordance with Transport Canada requirements where the tender documents were approved by Transport Canada prior to advertising the tender call. In order to advertise nationally in accordance with the funding agreement with Transport Canada, the tender documents for both pieces of equipment were placed on the Merx website starting on May 7, 2015 with the tender closing on Tuesday, June 9th, 2015 at 2:00 p.m. Three tender packages for the loader and five tender packages for the snowblower were distributed from Merx to equipment suppliers and manufacturers.

In accordance with the Town's procurement policy, Administration has an obligation to point out to Council any tender irregularities. In regards to the tenders submitted for the front-end loader see attached spreadsheet No. 1 outlining the three tender submissions for the front end loader. The low tender bid submitted from Toromont (Cat) was in non-compliance with the tender specifications as a result this tender submission was rejected. See attached checklist and emails from Transport Canada confirming that the Cat 938K front end loader did not comply with the tender specifications and that the loader tender should be awarded to Hitrac.

In regards to the tenders submitted for the loader mounted snowblower attachment see attached spreadsheet No. 2 outlining the three tender

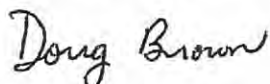
submissions for the snowblower attachment. The low tender bid submitted from Hiitrac (RPM Tech model LM220) was in non-compliance with the tender specifications as a result this tender submission was rejected. See attached checklist and emails from Transport Canada confirming that the RPM Tech LM220 loader mounted snowblower attachment did not comply with the tender specifications and that the snowblower tender should be awarded to J.A.Larue.

It should be clearly stated that there were no mathematical errors with any of the tender bids submitted.

Administration recommends the following;

- 1) That one front-end loader in compliance with the tender documents 15-OF-05 be awarded to Hitrac at a total cost of \$182,811.40 (all taxes included).
- 2) That one loader mounted snowblower attachment in compliance with the tender documents 15-OF-11 be awarded to J.A. Larue at a total cost of \$115,739.12 (all taxes included).

Respectfully Submitted  
Operations & Facilities Division



Doug Brown, P. Eng.  
Operations and Facilities Manager

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

1. That one front-end loader in compliance with the tender documents 15-OF-05 be awarded to Hitrac at a total cost of \$182,811.40 (all taxes included).
2. That one loader mounted snowblower attachment in compliance with the Tender documents 15-OF-11 be awarded to J.A. Larue at a total cost of \$115,739.12 (all taxes included).

2015JuneACAPFundingloader-snowblower

Page 78 of 113



### **Summary report for ACAP funded Front-End Loader**

I have reviewed the 3 tenders that were submitted. We find the following: NorTrax was the highest bid on the Loader. This unit does meet specifications. Hitrac (Case) was second low tender and this machine **does** meet all of the specifications. The low tender was Toromont Cat and this machine does **not** meet the specifications. The cost difference between the 2 lowest tenders is \$6,261.29 The justification for not going with the low tender is as follows:

Going through the Toromont specification package The Town finds the following:

**3.3.2.2 The Town Specifies for a minimum Horsepower rating of 175hp.**  
Toromont Cat 938K engine specification is listed at 173.5hp.

**3.3.5.6.2 Full Turn tipping load, The Town specifies for a minimum full turn tipping load of 23,000lbs.** Toromont Cat 938K has a tipping load of 20,997 in a full turn

I would make the recommendation that Hitrac be awarded the contract to provide the Fort Frances Municipal Airport with the loader based on the findings listed above.

Side Note: J A larue has supplied several of their snowblower units to users who are operating a Caterpillar 938 series loader. The larue D55 (if awarded) has a 12,600 lb full turn tipping weight. While the loader doesn't meet the specification in the document it does meet the tipping weight requirement for the Larue D55.

**Tender 15-OF-05 re Tender for Supply of One (1) New loader with quick attach bucket**

**Tenders (prices including taxes):**

<b>Toromont Cat, Thunder Bay</b>	Low Bid
2015 Caterpillar 938k	\$158,366.04
<b>Hitrac Inc, Winnipeg, MB</b>	Second Bid
2015 Case 721F	\$164,627.33
<b>Nortrax Thunder Bay</b>	High Bid
2015 John Deere 624K	\$173,952.61

Tender Specifications in question	Caterpillar 938k, Lowest Bid	John Deere 624K, HIGH BID	Case 721F, Middle Bid
1	3.3.2.2 engine hp IS 173HP ISO 14396, 175HP DIN? Minimum HP required is 175HP	meets spec 100%	Meets spec 100%
2	3.3.5.6.2 SAE full turn tipping load is <b>20,997</b> should be a minimum of 23,000lbs	meets spec 100%	Meets spec 100%



Transport Canada Transports Canada

Ontario Region  
Programs  
4900 Yonge Street, 4th Floor  
Toronto ON M2N 6A5

Région de l'Ontario  
Programmes  
4900, rue Yonge., 4<sup>ème</sup> étage  
Toronto ON M2N6A5

Our file Notre référence  
**P 7161-0297-06 U**  
RDIMS Number Numéro de SGDI  
**10780711**

June 18, 2015

Mr. Tom Batiuk  
Airport Supervisor  
Fort Frances Airport  
320 Portage Avenue  
Fort Frances, ON P9A 3P9

Dear Mr. Batiuk:

**RE: TENDER AWARD CONCURRENCE  
AIRPORTS CAPITAL ASSISTANCE PROGRAM (ACAP)  
REPLACEMENT OF FRONT END LOADER**

This is in reference to the copy of the tender results provided on June 15, 2015, the tender analysis, and the award recommendation for this project.

We have reviewed the analysis and acknowledge that you intend to award to the lowest cost, technically qualified bidder, which would therefore meet the requirements (Article 6) of the contribution agreement. Please provide us with a copy of the award letter or purchase order. Note that the maximum tender award support is being calculated as follows:

2015 Case 721F (Hitrac Inc.)	\$ 187,500.00
Applicable HST	\$ 0.00
Sub-total	\$ 187,500.00
Less Salvage Value as determined in the Contribution Agreement	\$ (15,000.00)
Total ACAP Support	\$ 172,500.00

If you have any questions, please do not hesitate to contact Vera Haslett at 416-952-0504 or me at 416-952-0508.

Yours truly,

*for*  
Mary Louise Canning  
Regional Manager,  
Funded Programs and Administration

**Canada**

www.tc.gc.ca

03-0418 (1307-02)

**Spreadsheet #2 - Tender No. 15-OF-11 - Results - Loader Mounted Snowblower Attachment  
for Airport  
June 9, 2015**

Equipment Description	1 Hitrac	2 J.A. Larue	3 NorTrax
Manufacturer	RPM Tech	J.A. Larue	Contant
Model	LM220	D55	C1016D
New Loader Mounted Snowblower Attachment	\$107,066.00	\$107,424.00	\$149,395.00
Trade-in of 1994 -RPM Tech Model LM220 -Existing Loader	(\$9,000.00)	(\$5,000.00)	(\$5,000.00)
Mounted Snowblower attachment	\$98,066.00	\$102,424.00	\$144,395.00
Subtotal	\$12,748.58	\$13,315.12	\$18,771.35
HST	\$110,814.58	\$115,739.12	\$163,166.35
Total Price (includes all taxes)			
<b>Net Cost to the Town New Snowblower Attachment</b>	<b>\$99,791.96</b>	<b>\$104,226.66</b>	<b>\$146,936.35</b>
2014 Budgeted Amount	\$119,249.75	\$119,249.75	\$119,249.75
Over/Under Budget By	(\$19,457.79)	(\$15,023.09)	\$27,686.60
Difference from Low bidder	\$0.00	\$4,434.70	\$47,144.39



### **Summary report for ACAP funded Snow Blower**

I have reviewed the 3 tenders that were submitted. We find the following: NorTrax was the highest bid on the loader-mounted snowblower. This unit does meet specifications however falls outside the funding amount in the original contribution document. J A Larue was second low tender and this machine **does** meet all of the specifications. The low tender was R P M Tech and this machine does **not** meet the specifications. The cost difference between the 2 lowest tenders is \$4434.70 The justification for not going with the low tender is as follows:

Going through the R P M Tech specification package we find the following:

**3.3.6.1 The Town specifies for a minimum Horsepower rating of 300hp.** RPM Tech specification is listed at 275hp.

**3.3.6.2 Driveline, The Town specifies for a minimum shaft size of spicer 1710.** RPM Tech specification is listed at Spicer 1550.

**3.3.6.4.1 The Town specifies for unit to have lighting in 4 specific locations.** RPM Tech does have lighting, however it is listed as an option and does not clearly state if its included on the tender specification.

**3.3.7.1.6 Operating Weight, The Town specifies for a combined weight of the unit to not exceed 10,000lbs.** RPM Tech weighs in at 10,500lbs.

**3.3.7.4 Augers The Town specifies for Ribbon Type or high efficiency dual augers.** RPM Tech specifies 2-20" augers on their unit. In order for it to be considered high efficiency the unit should be equipped with 26" augers for the dual auger type.

**3.3.7.5.2 Driveline, The Town specifies for a minimum shaft size of spicer 1710.** RPM Tech specification is listed at Spicer 1550.

**3.3.7.6.3 Impeller Casing, The Town specifies for an impeller casing to be constructed out of 500 brinell rated steel.** RPM Tech constructs their units out of CHT360 steel. CHT360 steel has a brinell rating of between 341-388.

I would make the recommendation that J A Larue be awarded the contract to provide the Fort Frances Municipal Airport with the snow blower based on the findings listed above.

**Tender 15-OF-11 re Tender for Supply of One (1) New loader mounted Snow Blower**

**Tenders (prices including taxes):**

<b>Hitrac. Winnipeg MB</b>	Low Bid
2015 RPM Tech LM220	\$99,791.96
<b>J.A. Larue Inc., Quebec, QC</b>	Second Bid
2015 Larue D55 Series	\$104,226.66
<b>Nortrax Thunder Bay</b>	High Bid
2015 Contant C1016D	\$146,936.35

Tender Specifications in question	RPM Tech LM220 Low Bid	Larue D55 Second Bid
1	3.3.6.1 Engine, Engine in the specification listing is 275hp. The minimum spec is 300hp. <b>Does not meet minimum specifications.</b>	meets spec 100%
2	3.3.6.2 Driveline, Drive shafts are 1550 series to a chain driven gear box. These shafts are below the 1710 specification. <b>Does not meet minimum specifications.</b>	3.3.7.5.2 Driveline, Larue uses the same shafts. They go into a planetary gearbox that takes the torque away from the shafts and divides it into the gearbox and drive system for the augers. This design is much stronger and provides better torque values by taking a 2300rpm engine rating and running it up to 3000rpm on the auger system. This is therefore considered to be equivalent.
3	3.3.6.4.1 Electrical System, Unit must have 4 lights located on unit. 2 on chute, 2 on the front of the machine to be able to be controlled from inside by operator. This is listed as an option. <b>Does not meet minimum specifications.</b>	meets spec 100%
4	3.3.7.1.6 Weight, weight of the unit with full fuel and coupler is 10,500lbs and exceeds the specification laid out in the document. <b>Does not meet minimum specifications.</b>	
5	3.3.7.4 Augers, Specification requires high efficiency dual augers. The 2-20" augers are not considered to be high efficiency. To be high efficiency 26" augers are needed. <b>Does not meet minimum specifications.</b>	meets spec 100%
5	3.3.7.5.2 Driveline, drive shafts are 1550 series and below the specification of the 1710 series shafts. <b>Does not meet minimum specifications.</b>	meets spec 100%
6	3.3.7.6.3 impeller casing, this is specified as being constructed with CHT360 steel. This steel has a brinell hardness range of 341-388 BHN. This is below the Minimum specification of 500 Brinell. <b>Does not meet minimum specifications.</b>	meets spec 100%



Transport Canada Transports Canada

Ontario Region  
Programs  
4900 Yonge Street, 4th Floor  
Toronto ON M2N 6A5

Région de l'Ontario  
Programmes  
4900, rue Yonge., 4<sup>ème</sup> étage  
Toronto ON M2N6A5

Our file Notre référence

P 7161-0297-05 U

RDIMS Number Numéro de SGDDI

10780711

June 18, 2015

Mr. Tom Batiuk  
Airport Supervisor  
Fort Frances Airport  
320 Portage Avenue  
Fort Frances, ON P9A 3P9

Dear Mr. Batiuk:

**RE: TENDER AWARD CONCURRENCE  
AIRPORTS CAPITAL ASSISTANCE PROGRAM (ACAP)  
REPLACEMENT OF LOADER MOUNTED SNOW BLOWER**

This is in reference to the copy of the tender results provided on June 15, 2015, the tender analysis, and the award recommendation for this project.

We have reviewed the analysis and acknowledge that you intend to award to the lowest cost, technically qualified bidder, which would therefore meet the requirements (Article 6) of the contribution agreement. Please provide us with a copy of the award letter or purchase order. Note that the maximum tender award support is being calculated as follows:

2015 Larue D55 Series (J.A. Larue Inc.)	\$ 107,424.00
Applicable HST	\$ 0.00
Sub-total	\$ 107,226.66

Less Salvage Value as determined in the Contribution Agreement	\$ (10,000.00)
Total ACAP Support	\$ 97,226.66

If you have any questions, please do not hesitate to contact Vera Haslett at 416-952-0504 or me at 416-952-0484.

Yours truly,

Mary Louise Canning  
Regional Manager,  
Funded Programs and Administration

for

Canada

www.tc.gc.ca

03-0418 (1307-02)

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**April 2015**

**STAFFING**

The following table is a breakdown of lost man shifts during the month:

	<b>2014</b>	<b>2015</b>
WSIB	0.00	0.00
WI/LTD	18.00	3.00
SICK DAYS	7.63	13.13
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	3.00	4.00
VACATION	28.75	29.06
BANKED TIME USED	10.94	14.25
OFF	2.25	0.00
STATUTORY HOLIDAYS	26.00	25.00
<b>TOTAL</b>	<b>96.57</b>	<b>88.44</b>

**OVERTIME HOURS**

Equivalent Straight Time Hours:

	<b>2014</b>	<b>2015</b>	<b>2014</b>	<b>2015</b>
	<b>April</b>	<b>April</b>	<b>Year To</b>	<b>Year To</b>
			<b>Date</b>	<b>Date</b>
ADMINISTRATION	0.00	0.00	0.00	5.00
CAPITAL	0.00	0.00	0.00	0.00
ENGINEERING	0.00	0.00	4.50	0.00
INTERDEPARTMENTAL	0.00	6.00	1.50	7.50
PRIVATE WORK	0.00	0.00	23.50	0.00
RECYCLE/GARBAGE	0.00	0.00	0.00	2.25
ROADS	1.50	0.00	589.50	197.50
SEWER COLLECTION	70.75	98.25	384.88	167.75
SIDEWALKS	0.00	0.00	45.00	18.75
STORES	0.00	0.00	39.00	24.00
VEHICLE & EQUIPMENT	0.00	12.00	69.50	27.00
WATER TREATMENT PLANT	17.13	34.25	142.38	186.50
WATER DISTRIBUTION	101.25	8.00	2459.50	141.75
STORM WATER	0.00	4.00	0.75	4.00
<b>TOTAL</b>	<b>75.75</b>	<b>162.50</b>	<b>3760.00</b>	<b>782.00</b>



## **TRANSPORTATION REPORT**

### **APRIL 2015**

#### **ROADS:**

##### **Storm Water Management – Urban:**

- Flushed storm sewer laterals and cleaned catch basin sumps with high pressure/vacuum truck

##### **Storm Water Management - Rural:**

- Steamed some culvert ends to keep water moving.
- Removed beaver dams along Balsam Street to behind Caul's field as required.

##### **Hard Top Maintenance:**

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Continued with the initial sweep of all streets – two, ten hour shifts Monday to Thursday
- Cleaned up winter sand from corners in parking lots.

##### **Loose Top Maintenance:**

- Graded all loose top roads twice.
- Continued grading lanes.

##### **Roadside Maintenance:**

- Put out bicycle racks in the Downtown areas and at the Marina.
- Repaired gate on Balsam Street beside Caul's field
- Clean up debris at Underpass along sidewalk once weekly

##### **Winter Control:**

- No events that required plowing.
- Sanded/salted streets as required.

##### **Traffic Operations:**

- Repaired and replaced signs as required.
- Installed Street Name sign and stop sign at the new Huffman Court development

**Regular Maintenance:**

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections.
- Assisted with tasks at Civic Centre as required.
- Maintenance checks at the Civic Centre as required
- Repaired deficiencies found in Routine Road Patrols

**Buildings and Grounds:**

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Turned over black dirt pile at McIrvine Road
- Cleaned up North Yard

**Private Work:****Sidewalks – Winter:**

- Cleaned snow/ice from Civic Centre sidewalks as required

**Sidewalks – Summer:**

- Swept sidewalk and bike path along the waterfront

**Vehicles and Equipment:**

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sportsplex, Day Care, Handi-Van and Civic Centre vehicles as required.
- Built shelving in new curb and gutter trailer.

**Public Relations:****Sewer and Water:**

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance.
- Handed out “Water Turn Off Advisories”, “Drinking Water Advisories” and “Lifting of Drinking Water Advisories” when required
- Issued “Delinquent Account Notices” and turned off water for non-compliance as required.

- Flushed dead end sanitary sewer mains.

### **Interdepartmental:**

- Repaired docks at the Lower River boat ramp
- Boarded up windows in the lane at the Rainy Lake Hotel
- Removed beaver dams at the Airport on April 10<sup>th</sup>
- Painted curb and parking areas at the Memorial Sports Centre before Dudley Hewitt Cup
- Cleaned up Christmas lights at the Civic Centre on April 17<sup>th</sup>
- Moved sleigh from Museum to our yard for summer storage
- Pressure washed gum, etc. at Memorial Sports Centre Entrances
- Prepared Sorting Gap Marina for summer operations
- Dale Gill provided coverage for vacation, etc. at the Airport from April 14 to April 20 and again on April 30<sup>th</sup>

### **Recycling:**

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer two (2) times.
- Emptied bins from “drop off” centre as required
- Did a spring clean up of entire recycling yard

### **Training:**

- Dan Mattson, Curtis Wickstrom, Dave Martin, Brian Henttonen, Gerry Hawley, Chad Hanson, Jacques Fiset, Paul Lemesurier, Greg Wiedenhoeft and Randy McArthur attended Traffic Control Training (book 7) on April 22, 2015.

### **Health & Safety:**

- A Workplace Inspection was done at the Public Works Building on April 15<sup>th</sup>.

Milt Strachan,  
Superintendent of Transportation

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**May 2015**

**STAFFING**

The following table is a breakdown of lost man shifts during the month:

	2014	2015
WSIB	0.00	0.00
WI/LTD	0.00	0.00
SICK DAYS	5.09	6.00
COMPASSIONATE LEAVE	1.00	0.00
FLOATERS	1.50	4.00
VACATION	13.13	37.00
BANKED TIME USED	5.59	8.25
OFF	0.00	0.75
STATUTORY HOLIDAYS	27.00	25.00
<b>TOTAL</b>	<b>53.31</b>	<b>81.00</b>

**OVERTIME HOURS**

Equivalent Straight Time Hours:

	2014	2015	2014	2015
	May	May	Year To	Year To
			Date	Date
TRAFFIC	0.00	20.00	0.00	25.00
FLOODING	0.00	48.00	0.00	48.00
ENGINEERING	0.00	0.00	4.50	0.00
INTERDEPARTMENTAL	3.00	6.00	4.50	13.50
PRIVATE WORK	0.00	79.75	23.50	79.75
RECYCLE/GARBAGE	0.00	1.50	0.00	3.75
ROADS	8.00	4.00	597.50	201.50
SEWER COLLECTION	127.00	174.50	511.88	342.25
SIDEWALKS	0.00	0.00	45.00	18.75
STORES	0.00	0.00	39.00	24.00
VEHICLE & EQUIPMENT	8.00	0.00	77.50	27.00
WATER TREATMENT PLANT	21.50	8.00	163.88	194.50
WATER DISTRIBUTION	81.25	55.75	2540.75	197.50
WATER TOWER	0.00	4.00	0.75	8.00
<b>TOTAL</b>	<b>248.75</b>	<b>401.50</b>	<b>4008.75</b>	<b>1183.50</b>

## **TRANSPORTATION REPORT MAY 2015**

### **ROADS:**

#### **Storm Water Management – Urban:**

- Flushed storm sewer laterals and cleaned catch basin sumps with high pressure/vacuum truck

#### **Storm Water Management - Rural:**

- Removed beaver dams along Balsam Street to behind Caul's field as required.
- Cleaned up garbage/debris along ditches in the North End area

#### **Hard Top Maintenance:**

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Continued with the initial sweep of all streets – two, ten hour shifts Monday to Thursday

#### **Loose Top Maintenance:**

- Graded all loose top roads twice.
- Continued grading lanes.

#### **Roadside Maintenance:**

- Cleaned up debris from Town entrances and ditches along Town entrances
- Repaired fence in front of Webb's at Underpass

#### **Winter Control:**

#### **Traffic Operations:**

- Repaired and replaced signs as required.
- Northwest Lines did contracted line painting the week of May 25<sup>th</sup> to 29<sup>th</sup>

#### **Regular Maintenance:**



- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections.
- Assisted with tasks at Civic Centre as required.
- Maintenance checks at the Civic Centre as required
- Repaired deficiencies found in Routine Road Patrols

### **Buildings and Grounds:**

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Removed building at 501 Sixth Street West
- Continued cleaning up North Yard

### **Private Work:**

### **Sidewalks – Winter:**

### **Sidewalks – Summer:**

- Swept sidewalk and bike path along the waterfront

### **Vehicles and Equipment:**

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sportsplex, Day Care, Handi-Van and Civic Centre vehicles as required.

### **Public Relations:**

- Supplied 4 barricades for 5 km run to be held on May 23<sup>rd</sup>

### **Sewer and Water:**

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance.
- Handed out “Water Turn Off Advisories”, “Drinking Water Advisories” and “Lifting of Drinking Water Advisories” when required
- Issued “Delinquent Account Notices” and turned off water for non-compliance as required.
- Flushed sanitary sewer mains.

### **Interdepartmental:**

- Cleaned up sand at Tourist Information parking lot
- Dale Gill provided coverage for vacation, etc. at the Airport on May 1<sup>st</sup> to 5<sup>th</sup> and again on May 15<sup>th</sup> to 22<sup>nd</sup>.

**Recycling:**

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer two (2) times.
- Emptied bins from “drop off” centre as required

**Training:**

- Jacob Hawley, Nick Mosbeck and Britt Green attended small equipment training on May 5<sup>th</sup>.

**Health & Safety:**

- Jacob Hawley, Nick Mosbeck, Britt Green and Kyle Turgeon attended Health and Safety Orientation training on May 4<sup>th</sup>
- A Health and Safety Tailgate Meeting was held in the Public Works Shop area on May 29<sup>th</sup>.

**Capital:**

- Started preparing base for new Sand/Salt Shed.

Milt Strachan,  
Superintendent of Transportation

2015- tonnage at landfill site- up-dated June 1st, 2015

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2014 Total Tonne	Average last 8 years Total Tonne	2015 Total Tonne	2014 Total Fees	Average last 8 years Fees 2007 to 2014	2015 Fees	2015-2014 Tonnes	2015-2014 Fees
JAN	147.69	39.65	214.43	57.57	10.33	2.77	83.64	376.54	358.23	372.45	\$18,990.70	\$19,078.66	\$22,076.55	-4.09	\$2,997.89
FEB	110.32	34.07	205.79	63.55	7.71	2.38	10.29	331.57	303.57	323.82	\$17,730.70	\$16,650.51	\$17,311.55	-7.75	\$661.04
MAR	171.11	38.30	267.42	59.85	8.28	1.85	0.00	347.04	409.34	446.81	\$18,869.70	\$23,107.28	\$25,940.55	99.77	\$2,833.27
APRIL	248.22	40.76	346.16	56.84	14.64	2.40	3.24	500.42	569.78	609.02	\$28,891.30	\$32,908.43	\$36,933.10	108.60	\$4,024.67
MAY	306.17	39.10	466.65	59.59	10.22	1.31	81.19	756.65	721.08	783.04	\$42,047.80	\$41,342.77	\$40,474.95	26.39	-\$867.82
JUNE		#DIV/0!		#DIV/0!		#DIV/0!		725.30	816.36	0.00	\$44,815.30	\$42,253.75			
JULY		#DIV/0!		#DIV/0!		#DIV/0!		661.29	683.08	0.00	\$37,863.20	\$40,976.57			
AUG		#DIV/0!		#DIV/0!		#DIV/0!		547.91	628.81	0.00	\$32,880.80	\$37,269.88			
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		697.87	637.62	0.00	\$38,838.70	\$36,887.25			
OCT		#DIV/0!		#DIV/0!		#DIV/0!		648.58	641.16	0.00	\$38,154.80	\$37,889.98			
NOV		#DIV/0!		#DIV/0!		#DIV/0!		558.35	558.58	0.00	\$29,302.30	\$31,434.38			
DEC		#DIV/0!		#DIV/0!		#DIV/0!		449.26	386.07	0.00	\$24,963.10	\$23,643.32			
Average per monthly	196.70	37.34	300.09	60.32	10.24	#DIV/0!	35.67	550.07	559.47	211.26	\$31,112.37	\$31,953.56	\$28,547.34		
Total	983.51		1500.45		51.18		178.36			2535.14	\$373,348.40	\$383,442.77	\$142,736.70	222.92	\$9,649.06
												Actual	\$142,736.70		
Town of Fort Frances Tonnage	2483.96											Budget	\$370,684.00		
Total Tonnage	2535.14											Forecasted	\$342,568.08		
Residential Tonnage	983.51	38.79%										Difference	-\$28,115.92		
ICI Tonnage	1500.45	59.19%													
Coverage material	178.36														

Month	Bearskin Flights			Bearskin- Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015-2014
January	76	79	79	256	311	306	6	0	0	6	5	11	43	41	33	4	2	2	42	67	40	177	194	165	-17
February	67	74	75	241	308	370	2	0	7	7	5	16	36	22	49	3	5	2	40	50	46	155	156	195	-1
March	78	82	87	341	346	435	5	3	6	30	10	13	36	40	40	5	0	7	38	52	47	192	187	200	5
1/4 Total	221	235	241	838	965	1111	13	3	13	43	20	40	115	103	122	12	7	11	120	169	133	524	537	560	-13
April	81	74	83	330	276	448	1	2	1	23	18	26	41	22	34	2	1	4	53	47	49	201	164	197	37
May	82	81	89	365	308	408	1	6	7	28	24	45	37	23	43	34	30	25	77	76	71	259	240	280	19
June		77	86		292	400		7	4		37	66		35	27		89	75		69	49	0	314	307	-314
1/2 Total	384	467	499	1533	1841	2367	15	18	25	94	99	177	193	183	226	48	127	115	250	361	302	984	1255	1344	-271
July		75	87		230	378		7	6		35	52		18	37		59	79		59	55	0	253	316	-253
August		71	88		241	390		3	1		37	74		26	24		65	67		57	68	0	259	322	-259
September		73	78		254	432		1	5		22	43		37	41		32	44		65	42	0	230	253	-230
3/4 Total	384	686	752	1533	2566	3567	15	29	37	94	193	346	193	264	328	48	283	305	250	542	467	984	1997	2235	-1013
October		76	92		309	398		3	0		24	28		42	35		12	12		51	57	0	208	224	-208
November		80	85		286	309		3	3		8	7		28	32		3	6		39	39	0	161	172	-161
December		52	69		203	216		0	0		4	2		25	26		1	0		29	34	0	111	131	-111
Total	384	894	998	1533	3364	4490	15	35	40	94	229	383	193	359	421	48	299	323	250	661	597	984	2477	2762	-1493

Fort Frances Airport- Page 2/2 - Fuel Sales - As of May 30, 2015

Fuel Sales Recap - 2015									2014	2013	2012	2011	2010	2009	2008	2007	8 year	Variance 2015-
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	Average	2014
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	2014 to 2007	per month
January	764	764	7,427	7,427	501	501	8,692	8,692	11,543	7,216	10,252	7,308	10,971	15,989	29,926	16,283	13,686	-2,851
February	1,291	2,055	9,940	17,367	0	501	11,231	19,923	12,304	6,197	6,918	3,687	5,782	13,135	21,134	11,782	10,117	-1,073
March	760	2,815	17,035	34,402	0	501	17,795	37,718	10,508	12,077	9,329	10,390	15,539	9,612	27,435	19,969	14,357	7,287
April	1,123	3,938	12,096	46,498	0	501	13,219	50,937	8,377	4,453	8,251	5,294	24,825	10,676	22,466	28,609	14,119	4,842
May	1,639	5,577	14,222	60,720	300	801	16,161	67,098	29,753	18,350	21,891	19,790	25,375	24,033	30,287	47,258	27,092	-13,592
June		5,577		60,720	0	801	0	67,098	30,789	22,786	23,537	25,723	27,768	22,395	35,995	40,736	28,716	-30,789
July		5,577		60,720	0	801	0	67,098	14,441	19,232	32,650	19,124	30,455	24,925	33,390	44,875	27,387	-14,441
August		5,577		60,720	0	801	0	67,098	20,450	20,075	30,783	21,467	33,139	28,250	40,177	41,630	29,496	-20,450
September		5,577		60,720	0	801	0	67,098	21,837	18,005	19,431	22,511	23,363	18,937	28,822	30,341	22,906	-21,837
October		5,577		60,720	0	801	0	67,098	15,472	13,109	11,325	13,677	15,033	21,304	16,631	28,020	16,821	-15,472
November		5,577		60,720	0	801	0	67,098	7,238	6,398	8,170	6,785	17,747	10,754	16,951	16,842	11,361	-7,238
December		5,577		60,720		801	0	67,098		2,028	8,179	2,446	7,641	7,596	13,083	14,733	6,963	0
Total	5,577		60,720		801		67,098		182,712	149,926	190,716	158,202	237,638	207,606	316,297	341,078	228,780	-5,387

67,098

- Lowest month in last 7 years
- Highest month in last 7 years
- Highest month
- lowest month



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

Fort Frances WPCP  
200 McIrvine Rd  
Fort Frances, Ontario  
P9A 3S3  
Tel: 807-274-3121  
Fax: 807-274-8381

June 9, 2015

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

Attention: Mr. Doug Herr  
Environmental and Facilities Superintendent

Dear Doug:

**Re: Fort Frances Wastewater Treatment Facility**  
**May 2015 Monthly Report**

As per the operating agreement, the attached document is the May 2015 monthly report for the Fort Frances Wastewater Treatment Facility.

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

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

Yours truly,

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

Kelly Cunningham  
Senior Operator

For Larry Wachter  
Operations Manager



**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
May 2015 Monthly Operations Report**

## **INTRODUCTION**

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of May 2015; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

## **DESCRIPTION OF WORKS**

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

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

## **LABORATORY**

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

## MAY 2015 EFFLUENT QUALITY

Parameters	Monthly Actual Concentration mg/L	Compliance Criteria Concentration mg/L	Performance Objective Concentration mg/L	Monthly Actual Loading, kg/d	Compliance Criteria Loading kg/d	Performance Objective Loading kg/d
CBOD <sub>5</sub>	3.6 mg/L	25 mg/L	15 mg/L	34.9 kg/d	225 kg/d	135 kg/d
Suspended Solids	5.4 mg/L	25 mg/L	15 mg/L	43.4 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.18 mg/L	1.0 mg/L	1.0 mg/L	1.4 kg/d	9 kg/d	9 kg/d
Ammonia as N	3.81 mg/L					
Nitrite as N	0.18 mg/L					
Nitrate as N	3.63 mg/L					
Total Cl <sub>2</sub> Residual		<0.01 mg/L (when in use)				
E-Coli		20.1 count/100 ml (geometric mean )		200 count/100ml (geometric mean )	E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)	
pH			pH range 6.8 to 7.3; average pH was 7.0			
Temperature degrees C			Temperatures ranged from 8.0 – 10.0 average temperature of effluent at 8.8			

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

## WASTEWATER LIQUID PROCESS

The average daily flow for May was 7834.5 m<sup>3</sup>/day. This represents 87% of the design average flow. Total treated flow for the month was 242869 m<sup>3</sup>.

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

## INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	880 +/- @ 7.0% + 615 @ 12%	Litres
Alum	12.2 +/- @ 60 %	Cubic meters
Polymer	35 Bags (875 kg)	Bags (25 kg/bag)

## MAINTENANCE

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

### Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased GBT, mechanical bar screen and grit snail. Lubricated drive chain on grit snail and bar screen
- Regular cleaning of head works EW basket strainer
- Repaired pressure washer
- Regular cleaning of seal water strainer TFP 9-5
- Pumped out digester valve chamber sump
- Repaired sludge line to bin
- Changed DO probe aeration cell 1
- Repaired 4" gate valve RAS 2 piping
- Flushed secondary digester level sensor

### Pump Stations:

- Ran gensets
- Changed seal water strainers
- Cleaned bar screens
- The radio antenna at Strachan lift station was re-aligned
- Back flushed pump 2 at White Pine lift station
- Isolated, pulled and cleaned pumps 1 and 2 at Central Avenue lift station

**OPERATIONAL ISSUES**

The facility met all operational requirements for the month.

**SLUDGE SUMMARY**

The volume directed to the gravity belt thickener totaled 599.4 m<sup>3</sup> for the month. Asselin Transportation and Storage Limited hauled a total of 240.3 m<sup>3</sup> of thickened digested sludge (average 12.0 m<sup>3</sup>/load) to the Town of Fort Frances landfill site.

**COMPLAINTS**

There were no complaints during the report period.

**BY-PASS REPORT(S)**

There were no bypass events in the report period.

**COMMENTS**

Plant power consumption for the month was 642 (x 180 multiplier) kWh.  
The additional effluent testing necessary to meet the requirements of the Wastewater Systems Effluent Regulations is now a part of our regular sampling regimen.

**REPORTS**

ALS – Environmental Analytical Reports (on-file at plant)  
Fort Frances WPCP Equipment Run Time Report (on-file at plant)  
Bypass Report (on-file at plant as per occurrence)

Month	Sewage Flows Year 2015						Usage		Removal Efficiency	
	Avg. Day Flow	Max Day Flow	Total Treated	ByPass	Total Volume	% Plant Capacity	Sludge Volume			
	m3	m3	Volume ML	Volume ML	ML		Hauled			
							M3			
January	5205.2	5615	161362		161362	58%	133.6			
February	5008.5	5247	140237		140237	56%	163.2			
March	5608.6	6833	173865		173865	62%	244.8			
April	5628.8	5970	168865		168865	63%	239.8			
May	7834.5	15983	242869		242869	87%	240.3			
June						0%				
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				0	887198		1021.7			
Average	5857		177440		177440	65%	204.3			
Max		15983	242869		242869					
C of A	9000	18000								

Month	CBOD5				Suspended Solids			Total Phosphorus				E. Coli		pH	
	Avg Raw	Avg. Eff.	Avg. Load	Avg Raw	Avg. Eff.	Avg. Load	Avg Raw	Avg. Eff.	Avg. Load	Avg. Load	Geo Mean	Monthly	Monthly	Maximum	Maximum
	CBOD (mg/L)	CBOD (mg/L)	CBOD (kg/day)	S.S (mg/L)	S.S (mg/L)	S.S (kg/day)	T.P (mg/L)	T.P (mg/L)	T.P (mg/L)	T.P (kg/day)	Counts	Minimum	Minimum		
January	84.5	2.6	13.6	151.9	6.0	31.0	2.5	0.23	1.18	17.8	6.8	6.8	6.8	7.6	
February	87.0	3.1	15.3	136.4	6.4	32.1	2.2	0.22	1.12	8.3	6.9	6.9	6.9	7.5	
March	62.8	3.5	19.6	127.6	8.0	45.1	1.9	0.23	1.29	14.8	6.8	6.8	6.8	7.5	
April	66.3	4.4	24.7	135.3	7.8	44.2	1.9	0.28	1.57	56.6	6.8	6.8	6.8	7.2	
May	48.5	3.6	34.9	109.6	5.4	43.4	1.4	0.18	1.40	20.1	6.8	6.8	6.8	7.3	
June															
July															
August															
September															
October															
November															
December															
Average	69.8	3.4	21.6	132.2	6.7	39.2	2.0	0.23	1.31	23.5	6.8	6.8	6.8	7.4	
Max	87	4.4	34.9	151.9	8	45.1	2.5	0.28	1.57	56.6	6.9	6.9	6.9	7.6	
C of A		25	225		25	225		1	9	200	6.0	6.0	6.0	9.5	

2015 CAPITAL BUDGET

O & F Division	G/L Code	TOTAL BUDGET	Budget as of May 31, 2015	Variance	Notes
<b>TRANSPORTATION</b> <b>Public Works Buildings/General Misc</b>					
1 Engineering and O&F Managers Office Upgrades	C-310-9127-1471	12,000	0	12,000	Work to be scheduled when Manager on holidays
2 Salt Shed Storage Building	C-310-9113-1523	528,278	17,657	510,621	As of June 8 - Foundation 99.5% complete
3 PW Garage Exterior Renovations & 7 Overhead Doors	C-310-9127-1523	150,000	0	150,000	Travis Rob preparing tender
4 Public Works Small Equipment	C-310-9105-1471	8,000	1,271	6,729	
		698,278	18,928	679,350	
<b>Large Equipment &amp; Vehicles</b>					
5 Snowplow Truck - 1997 Replacement (2014 Carryover)	C-334-9244-1471	237,000	235,722	1,278	
6 Street Sweeper (2001 Replacement)	C-334-9292-1471	325,000	0	325,000	Tender closes on June 29, 2015
7 Sidewalk Machine c/w Blower Attachment	C-334-9230-1471	120,000	0	120,000	
		682,000	235,722	446,278	
<b>Small Vehicles</b>					
8 Replace V180 - 2002 Ford F250 3/4 Ton Truck c/w 4 Wheel Drive	C-333-9133-1471	40,000	0	40,000	Awarded Tender to MacDonald Motors on April 13,2015
		40,000	0	40,000	
<b>Roads</b>					
9 Concrete Repairs Portage Ave/CNR East abutment Wall Phair Ave from 3rd - 5th Streets (200 meters Sanitary Main replacement)	C-313-9110-1523	150,000	4,691	145,309	
10 Nelson Street from Butler Ave to Shevlin Woodyard (105 meters Sanitary Main replacement)	C-313-9271-1523	462,667	3,336	459,331	
11 Nelson Street from Butler Ave to Shevlin Woodyard (105 meters Sanitary Main replacement)	C-313-9272-1523	308,532	1,325	307,207	
<b>Connecting Link</b>					
				0	
Kings Hwy 11-71 Reconstruction from west of Wright Ave to east of 12 York	C-316-9273-1523	2,059,755	9,591	2,050,165	Bay City on site as May 19, 2015 - 10 days on - 12 hours days
		2,980,954	18,942	2,962,012	
<b>Sidewalks</b>					
Phair Ave from 3rd - 5th Streets (200 meters Sanitary Main replacement)	C-320-9271-1523	98,163	466	97,697	
14 Nelson Street from Butler Ave to Shevlin Woodyard	C-320-9272-1523	13,406	23	13,383	
Kings Hwy 11-71 Reconstruction from west of Wright Ave to east of 15 York	C-320-9273-1523	51,556	243	51,312	
16 Keating Ave to JW Walker to 1st Street (Traffic Safety Committee)	C-320-9274-1523	65,000	0	65,000	
		228,125	732	227,393	
<b>Streetlight Pole Replacement</b>					
17 20 Poles Replaced along Waterfront	C-345-9135-1471	25,000	16,057	8,943	As of June 5 shipped new street light poles to International Falls,MN
		25,000	16,057	8,943	
<b>TOTAL TRANSPORTATION</b>					
		4,654,357	290,382	4,363,975	
<b>PARKS &amp; CEMETERIES</b>					
<b>Parks</b>					
18 Small Equipment Replacement (Mowers & whipper snippers)	C-580-9105-1471	5,000	1,282	3,718	
19 60" wide Snow Plow attachment for Large JD Tractor	C-580-9174-1471	5,500	0	5,500	
20 Replace V411 - 1992 Chevy Truck (2-Wheel Drive)	C580-9133-1471	30,000	0	30,000	Awarded Tender to MacDonald Motors on April 13,2015
				0	
<b>Cemeteries</b>					
21 Riding Lawn Mowers - Trade in existng two mowers	C-580-9157-1471	16,586	10,276	6,310	both mowers delivered on April 28, 2015
		57,086	11,558	45,528	
<b>TOTAL PARKS &amp; CEMETERIES</b>					
<b>AIRPORT</b>					
22 Video Surveillance System	C-390-9105-0000	3,000	0	3,000	Surveillance Equipment Installed as of May 15
Front End Loader c/w Sweeper - ASCAP Funding (Dependant on 23 Funding)	C-390-9257-1471	216,427	0	216,427	Tender closes on June 9, 2015 at 2:00 pm low tender with ACAP funding
24 Replacement Loader-Mounted Snow Blower	C-390-9293-1471	119,250	0	119,250	Tender closes on June 9, 2015 at 2:00 pm low tender with ACAP funding
		338,677	0	338,677	
<b>TOTAL AIRPORT</b>					
<b>WASTE MANAGEMENT SYSTEM</b>					
Transfer Station Upgrades - Installation of 2 Stationary Compactors (2014 Carryover)	C-351-9128-1471	218,275	0	218,275	PW Crew working on Foundation starting on June 8, 2015
		218,275	0	218,275	
<b>ENVIRONMENT</b>					
<b>Sanitary Sewer - Collection System</b>					
26 Sanitary Sewer Tools & Equipment	C-410-9105-1471	12,000	0	12,000	
27 Refurbishing Sanitary Manholes	C-410-9138-1523	162,400	39	162,361	
28 Design for Infrastructure Renewal Project	C-410-9238-1523	37,500	0	37,500	
Kings Hwy 11-71 Reconstruction from west of Wright Ave to east of 29 York	C-410-9273-1523	364,814	1,263	363,551	
Nelson Street from Butler Ave to Shevlin Woodyard (105 meters Sanitary Main replacement)	C-410-9272-1523	157,442	777	156,665	
Phair Ave from 3rd - 5th Streets (200 meters Sanitary Main replacement)	C-410-9271-1523	220,607	2,090	218,517	
		954,763	4,169	950,594	
<b>Sewage Treatment Plant</b>					
32 Misc Capital Upgrades	C-413-9108-1471	120,000	28,525	91,475	
Sludge Dewatering Equipment & Installation of Secondary Clarifier					
33 Chains	C-413-9290-1523	800,000	18,355	781,645	
		50,406	0	50,406	
34 Honeywell Improvements at STP including Street lighting	C-413-9280-0000	970,406	46,880	923,526	
<b>Water System</b>					
<b>Water Distribution System</b>					
35 Miscellaneous Tools/Equipment	C-961-9105-1471	12,000	622	11,378	
36 Replacing Main Line Water Valves/Hydrants	C-961-9137-1523	211,300	45	211,255	
37 Design for Infrastructure Renewal Project for 2016 construction work	C-961-9238-1523	37,500	0	37,500	
Kings Hwy 11-71 Reconstruction from west of Wright Ave to east of 38 York	C-961-9273-1523	704,545	3,172	701,373	
Nelson Street from Butler Ave to Shevlin Woodyard (105 meters Sanitary Main replacement)	C-961-9272-1523	126,778	515	126,263	
Phair Ave from 3rd - 5th Streets (200 meters Sanitary Main replacement)	C-961-9271-1523	203,145	2,367	200,778	
		1,295,268	6,721	1,288,547	
<b>Water Treatment Plant</b>					
41 Misc Small Capital Equipment	C-965-9105-1471	60,000	3,502	56,498	
42 Back-up Generator	C-965-9260-1471	357,000	7,692	349,308	
		417,000	11,194	405,806	
<b>TOTAL ENVIRONMENT</b>					
		3,637,437	68,963	3,568,474	
PW		4,654,357	290,382	4,363,975	
Waste Management		218,275	0	218,275	
Airport		338,677	0	338,677	
Parks		57,086	11,558	45,528	
Water		1,712,268	17,914	1,694,354	
Sewer		1,925,169	51,049	1,874,120	
Total		8,905,832	370,903	8,534,929	



**Town of Fort Frances  
General Fund (Operating)  
Actuals as at May 31, 2015**

	Actuals to Date	2015 Budget	Variance
<b>CORPORATE</b>			
050 Municipal Tax Levy (Interim Tax Levy)	(6,138,430.14)	(10,738,015.00)	(4,599,584.86)
051 Education Tax Levy		(1,757,276.00)	(1,757,276.00)
052 Supp/Omit Municipal Tax Levy			-
053 Supp/Omit Education Tax Levy			-
056 W/O Municipal	11,465.27	352,348.00	340,882.73
057 W/O Education	3,261.65	34,989.00	31,727.35
061 OMPF	(1,491,800.00)	(2,983,600.00)	(1,491,800.00)
062 Payments-in-Lieu	(13,580.26)	(783,913.00)	(770,332.74)
062 Other Grant (In-Lieu of Write-off)			-
070 Contribution from Reserve Funds (Tax Rate Stab.)		(448,804.00)	(448,804.00)
070 Sale of Land	(47,249.04)		47,249.04
110 Mayor & Council	108,893.09	762,650.00	653,756.91
112 Contribution to Reserves & Reserve Funds		1,375,000.00	1,375,000.00
113 Long Term Debt	109,199.86	697,352.00	588,152.14
115 Election	213.70	-	(213.70)
161 Riverside Health Care/Dr Recruitment	28,333.75	69,000.00	40,666.25
161 Clinic Financing Interest		12,500.00	12,500.00
162 RR DSSAB	851,017.05	2,042,441.00	1,191,423.95
163 Rainycrest	75,784.75	121,255.00	45,470.25
164 Northwestern Health Unit	184,406.70	368,814.00	184,407.30
820 Economic Development	63,875.06	165,485.00	101,609.94
821 Travel Information Centre	7,154.01	22,500.00	15,345.99
830 Solar Panel Project	(2,918.35)	(26,260.00)	(23,341.65)
991 English Public School Board	350,400.72	1,418,228.00	1,067,827.28
992 English Separate School Board	76,774.57	299,028.00	222,253.43
993 French Public School Board	398.95	1,400.00	1,001.05
994 French Separate School Board	905.67	3,631.00	2,725.33
<b>Total Corporate</b>	<b>(5,821,892.99)</b>	<b>(8,991,247.00)</b>	<b>(3,169,354.01)</b>
<b>ADMINISTRATION AND FINANCE</b>			
070 Other Unassigned Revenue	(141,117.66)	(312,000.00)	(170,882.34)
120 Administration	136,995.10	328,220.00	191,224.90
121 Admin Vehicle	3,235.21	2,873.00	(362.21)
122 Municipal Buildings	917.72	24,853.00	23,935.28
124 Tax Sale Registration	77.42		(77.42)
125 HR Department	29,460.14	41,750.00	12,289.86
130 Clerk	73,717.79	167,200.00	93,482.21
140 Treasury	200,061.82	370,652.00	170,590.18
910 PUC Administration	41,188.17	94,185.00	52,996.83
<b>Total Administration and Finance</b>	<b>344,535.71</b>	<b>717,733.00</b>	<b>373,197.29</b>
<b>EMERGENCY SERVICES</b>			
211 Emergency Services	376,851.73	902,041.00	525,189.27
227 Emergency Measures	7,119.88	19,948.00	12,828.12
228 911 Service	12,161.03	13,800.00	1,638.97
231 Police Revenue	(14,299.11)	(25,000.00)	(10,700.89)
232 Police Services Board	2,792.99	19,300.00	16,507.01
233 Police Administration	1,057,912.73	2,516,595.00	1,458,682.27
<b>Total Emergency Services</b>	<b>1,442,539.25</b>	<b>3,446,684.00</b>	<b>2,004,144.75</b>

**Town of Fort Frances  
General Fund (Operating)  
Actuals as at May 31, 2015**

		Actuals to Date	2015 Budget	Variance
<b>COMMUNITY SERVICES</b>				
622	Sister Kennedy Centre	10,513.75	31,412.00	20,898.25
641	Fort Frances Children's Complex	(125,989.43)	-	125,989.43
643	Best Start Hub/Resource Centre	(19,333.29)	-	19,333.29
644	Day Care Resource Teacher	3,750.84	-	(3,750.84)
653	Handi-Transit System	35,213.28	90,657.00	55,443.72
713	Townshend Theatre	(5,186.41)	-	5,186.41
722	Recreation Facilities	230,867.97	592,536.00	361,668.03
725	Recreation Programs	(6,825.36)	117,453.00	124,278.36
732	Community Services	51,760.32	108,643.00	56,882.68
740	Sunny Cove Camp	774.48	15,547.00	14,772.52
781	Fort Frances Public Library	232,604.18	485,975.00	253,370.82
791	Museum	56,219.35	146,448.00	90,228.65
817	Waterfront Development/Marina	982.13	55,712.00	54,729.87
<b>Total Community Services</b>		<b>465,351.81</b>	<b>1,644,383.00</b>	<b>1,179,031.19</b>
<b>OPERATIONS AND FACILITIES</b>				
310	PW Administration	(80,625.14)	(153,725.00)	(73,099.86)
311	PW Buildings & Yards	58,434.45	110,622.00	52,187.55
313	Municipal Roads	441,091.67	1,257,030.00	815,938.33
318	Public Parking Lots	4,756.28	15,980.00	11,223.72
320	Sidewalks	34,096.35	107,463.00	73,366.65
330	Private Works Charges	11,271.15	33,904.00	22,632.85
331	Private Crossing Charges	73.60	18,479.00	18,405.40
333	PW Vehicles	95,445.86	216,501.00	121,055.14
334	PW Equipment	111,436.03	245,029.00	133,592.97
344	PW Stores	34,579.52	66,262.00	31,682.48
345	Traffic Signal Maintenance	2,950.77	6,861.00	3,910.23
346	Streetlight Maintenance	24,574.53	47,586.00	23,011.47
350	Garbage Collection	(31,545.28)	(156,577.00)	(125,031.72)
351	Recycling Services	71,453.75	194,826.00	123,372.25
352	Sanitary Landfill	(68,180.99)	(38,249.00)	29,931.99
360	Engineering	12,546.98	28,755.00	16,208.02
390	Airport	7,193.92	21,231.00	14,037.08
391	Airport Building Maintenance	18,913.54	40,582.00	21,668.46
393	Airport Grounds Maintenance	7,992.76	79,170.00	71,177.24
580	Parks & Cemeteries Admin.	54,377.61	162,487.00	108,109.39
582	Fort Frances Cemetery	17,285.29	79,211.00	61,925.71
583	Riverview Cemetery	25,333.97	191,483.00	166,149.03
584	Point Park	2,570.76	26,408.00	23,837.24
585	Parks - Outdoor Facilities	77,122.86	206,694.00	129,571.14
586	Lions Millennium Park	465.19	11,812.00	11,346.81
<b>Total Operations and Facilities</b>		<b>933,615.43</b>	<b>2,819,825.00</b>	<b>1,886,209.57</b>
<b>PLANNING AND DEVELOPMENT</b>				
150	Civic Centre	23,567.81	66,353.00	42,785.19
271	By-Law Enforcement	52,969.28	135,046.00	82,076.72
272	Animal Shelter	3,296.53	9,914.00	6,617.47
813	Building Official	(6,380.41)	52,406.00	58,786.41
815	Planning & Zoning	36,849.86	98,903.00	62,053.14
<b>Total Planning and Development</b>		<b>110,303.07</b>	<b>362,622.00</b>	<b>252,318.93</b>

**Town of Fort Frances  
General Fund (Operating)  
Actuals as at May 31, 2015**

		Actuals to Date	2015 Budget	Variance
	<b>Sub-Total General Fund (Operating)</b>	<b>(2,525,547.72)</b>	<b>-</b>	<b>2,525,547.72</b>
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	<b>(2,525,547.72)</b>	<b>-</b>	<b>2,525,547.72</b>
	<b>TOTAL BUDGET - Revenue</b>	<b>( 9,897,019.50)</b>	<b>( 21,992,180.00)</b>	<b>( 12,095,160.50)</b>
	<b>TOTAL BUDGET - Expenditures</b>	<b>7,371,471.78</b>	<b>21,992,180.00</b>	<b>14,620,708.22</b>
		<b>( 2,525,547.72)</b>	<b>0.00</b>	<b>2,525,547.72</b>

**Water and Sewer Fund (Operating)**  
**Actuals to May 31, 2015**

<b>WATER</b>	<b>Actuals to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
961 Waterworks Administration	-429,194.84	( 649,208.00)	( 220,013.16)
965 Water Treatment Plant	140,781.90	527,009.00	386,227.10
966 Water Storage Facility	13,350.75	122,199.00	108,848.25
	-275,062.19	0.00	275,062.19
L80 Surplus from Previous Year Before TCA	0.00	0.00	0.00
	<b>-275,062.19</b>	<b>0.00</b>	<b>275,062.19</b>

<b>SEWER</b>	<b>Actual to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
410 Sanitary Sewer Administration	-643,242.77	( 700,725.00)	( 57,482.23)
413 Sewage Treatment Plant	262,150.08	700,725.00	438,574.92
	-381,092.69	0.00	381,092.69
L80 Surplus from Previous Year Before TCA	0.00	0.00	0.00
	<b>-381,092.69</b>	<b>0.00</b>	<b>381,092.69</b>

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at May 31, 2015**

		Actual to Date	2015 Budget	Variance
	<b>Administration</b>			
C-110-0490-0952	Contribution from Reserve Funds		(10,000.00)	(10,000.00)
C-140-0490-0952	Contribution from Reserve Funds		(45,000.00)	(45,000.00)
C-110-9109-0000	Council iPads/Laptops		10,000.00	10,000.00
C-140-9109-0000	Computer/Network Upgrades	826.29	45,000.00	44,173.71
	Total Revenue	-	(55,000.00)	(55,000.00)
	Total Expenditures	826.29	55,000.00	54,173.71
	<b>TOTAL ADMINISTRATION</b>	<b>826.29</b>	<b>-</b>	<b>(826.29)</b>
	<b>Honeywell Project</b>			
C-105-0490-0490	OPA/FFPC Grants			-
C-105-0490-0952	Contribution from Reserve Fund		(33,519.00)	(33,519.00)
C-105-9280-0000	Honeywell Improvement Project	35,434.85	33,519.00	(1,915.85)
	Total Revenue	-	(33,519.00)	(33,519.00)
	Total Expenditures	35,434.85	33,519.00	(1,915.85)
	<b>TOTAL CIVIC CENTRE</b>	<b>35,434.85</b>	<b>-</b>	<b>(35,434.85)</b>
	<b>EMERGENCY SERVICES</b>			
C-211-0490-0952	Contribution from Reserve Funds		(27,600.00)	(27,600.00)
C-211-9122-0000	SCBA & Air Cylinders	3,313.33	3,600.00	286.67
C-211-9239-1431	Fire Hose Replacement		4,200.00	4,200.00
C-211-9284-1523	Training Facility	2,688.50	16,000.00	13,311.50
C-211-9625-1431	Air Dryer for Gear		3,800.00	3,800.00
	Total Revenue	-	(27,600.00)	(27,600.00)
	Total Expenditures	6,001.83	27,600.00	21,598.17
	<b>TOTAL EMERGENCY SERVICES</b>	<b>6,001.83</b>	<b>-</b>	<b>(6,001.83)</b>
	<b>PUBLIC WORKS</b>			
	<b>Transportation</b>			
C-310-0490-0406	AMO Federal Gas Tax			-
C-310-0490-0942	Debenture/Loan (Salt/Sand Shed)		(528,278.00)	(528,278.00)
C-310-0490-0952	Contribution from Reserve Funds		(170,000.00)	(170,000.00)
C-313-0490-0400	Federal Funding - Federal Gas Tax Reserve		(420,000.00)	(420,000.00)
C-313-0490-0952	Contribution from Reserve Funds		(192,667.00)	(192,667.00)
C-313-0490-0952	Contributions from Reserve Funds (Water & Sewer)		(308,532.00)	(308,532.00)
C-316-0490-0412	Provincial Grant	(1,100,000.00)	(2,000,000.00)	(900,000.00)
C-316-0490-0952	Contribution from Reserve Funds		(111,310.00)	(111,310.00)
C-320-0490-0400	Federal Funding - Federal Gas Tax Reserve		(50,000.00)	(50,000.00)
C-320-0490-0589	Contributions from Others (RRDSB)		(32,500.00)	(32,500.00)
C-320-0490-0952	Contribution from Reserve Funds		(13,406.00)	(13,406.00)
C-320-0490-0952	Contribution from Reserve Funds (Water & Sewer)		(80,663.00)	(80,663.00)
C-333-0490-0952	Contribution from Reserve Funds		(40,000.00)	(40,000.00)
C-334-0490-0952	Contribution from Reserve Funds		(682,000.00)	(682,000.00)
C-345-0490-0952	Contribution from Reserve Funds		(25,000.00)	(25,000.00)
C-351-0490-0400	Federal Funding - Federal Gas Tax Reserve		(100,575.00)	(100,575.00)
C-351-0490-0412	Provincial Grant		(117,700.00)	(117,700.00)
C-310-1620-5390	Transfer to FGT Reserve Fund			-
C-310-9105-1471	Small Equipment Purchases	1,270.98	8,000.00	6,729.02
C-310-9113-1523	Salt/Sand Shed	17,657.28	528,278.00	510,620.72
C-310-9127-1471	O & F Engineering & Managers Office Upgrades		12,000.00	12,000.00
C-310-9127-1523	Public Works Garage Renovations		150,000.00	150,000.00
C-313-9110-1523	Portage Ave/CNR East Abutment Concrete Work	4,691.15	150,000.00	145,308.85
C-313-9268-1523	Frog Creek Road	69.13		(69.13)
C-313-9271-1523	Phair Ave from 3rd Street to 5th Street (200 m.)	3,335.51	462,667.00	459,331.49
C-313-9272-1523	Nelson Street from Butler Ave to Shevlin Woodyard	1,325.19	308,532.00	307,206.81

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at May 31, 2015**

		<b>Actual to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
C-313-9285-1523	3rd Street E Crowe to Frenette	212.25		(212.25)
C-313-9287-1523	Urban Storm Sewer Upgrades	20.31		(20.31)
C-316-9273-1523	Connecting Link - Kings Hwy from Wright to York	9,590.53	2,111,310.00	2,101,719.47
C-320-9271-1523	Phair Ave from 3rd Street to 5th Street (200 m.)	465.51	98,163.00	97,697.49
C-320-9272-1523	Nelson Street from Butler Ave to Shevlin Woodyard	23.18	13,406.00	13,382.82
C-320-9273-1523	Connecting Link - Kings Hwy from Wright to York	243.23		(243.23)
C-320-9274-1523	Keating Ave to JW Walker - 1st Street		65,000.00	65,000.00
C-333-9133-1471	3/4 Ton Truck c/w 4-Wheel Drive		40,000.00	40,000.00
C-334-9230-1471	Sidewalk Machine c/w Blower Attachment		120,000.00	120,000.00
C-334-9244-1471	Snow Plow Truck	235,722.33	237,000.00	1,277.67
C-334-9292-1471	Street Sweeper	775.72	325,000.00	324,224.28
C-345-9135-1471	Pole Replacement - Along Waterfront	16,057.29	25,000.00	8,942.71
	<b><u>Waste Management System</u></b>			
C-351-9128-1471	Transfer Station Upgrades		218,275.00	218,275.00
	<b><u>Airport</u></b>			
C-390-0490-0400	Federal Grant		(335,677.00)	(335,677.00)
C-390-0490-0952	Contribution from Reserve Funds		(3,000.00)	(3,000.00)
C-390-9105-0000	Video Surveillance System		3,000.00	3,000.00
C-390-9257-1471	Front End Loader c/w sweeper		216,427.00	216,427.00
C-390-9293-1471	Loader Mounted Snow Blower		119,250.00	119,250.00
	<b><u>Parks</u></b>			
C-580-0490-0632	Donation from Cemetery Trust		(10,386.00)	(10,386.00)
C-580-0490-0952	Contribution from Reserve Funds		(40,500.00)	(40,500.00)
C-580-0490-0589	Lawn Tractor Trade-In		(6,200.00)	(6,200.00)
C-586-0430-0632	Lions Millennium Park- Donations	(500.00)		500.00
C-580-9105-1471	Small Equipment Replacement	1,281.79	5,000.00	3,718.21
C-580-9133-1471	Half-ton Truck Replacement	7,122.20	30,000.00	22,877.80
C-580-9157-1471	Cemetery Riding Lawn Mowers	3,153.55	16,586.00	13,432.45
C-580-9174-1471	60" wide Snow Plow Attachment for JD Tractor		5,500.00	5,500.00
	Total Revenue	(1,100,500.00)	(5,268,394.00)	(4,167,894.00)
	Total Expenditures	303,017.13	5,268,394.00	4,965,376.87
	<b>TOTAL PUBLIC WORKS</b>	<b>(797,482.87)</b>	<b>-</b>	<b>797,482.87</b>
	<b>FORT FRANCES CHILDREN'S COMPLEX</b>			
C-641-0490-0432	RRDSSAB Grant			-
C-641-0490-0436	Health & Safety Grant (DSSAB)	(166.00)	(54,800.00)	(54,634.00)
C-641-9106-0000	Vent Hood/Air Handling System for Hood		17,000.00	17,000.00
C-641-9127-1523	Contracted Works (Infant Room/Preschool Room Renos)	1,831.68	37,800.00	35,968.32
	Total Revenue	(166.00)	(54,800.00)	(54,634.00)
	Total Expenditures	1,831.68	54,800.00	52,968.32
	<b>TOTAL FFCC</b>	<b>1,665.68</b>	<b>-</b>	<b>(1,665.68)</b>
	<b><u>MSC/Recreation</u></b>			
C-722-0490-0952	Contribution from Reserve Funds		(74,000.00)	(74,000.00)
C-722-0490-0952	Cont. from Reserve Funds (Multi Use/Tennis Courts)		(112,000.00)	(112,000.00)
C-722-0490-0437	Contributions from Others		(112,000.00)	(112,000.00)
C-740-0490-0952	Contribution from Reserve Funds		(8,000.00)	(8,000.00)
C-817-0490-0952	Contribution from Reserve Funds		(6,000.00)	(6,000.00)
C-817-0490-0437	Contributions from Others		(15,226.00)	(15,226.00)
C-817-0490-0954	Contribution from Revenue Fund		(5,000.00)	(5,000.00)
C-722-9133-0000	MSC 4x4 Truck		36,000.00	36,000.00
C-722-9269-1523	Ice For Kids Sound System	16,699.00		(16,699.00)
C-722-9293-1471	MSC Scissor Lift		35,000.00	35,000.00
C-722-9294-1523	Multi Use/Tennis Courts		224,000.00	224,000.00
C-722-9624-0000	MSC Fitness Equipment		3,000.00	3,000.00



**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at May 31, 2015**

		<b>Actual to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
C-740-9108-1523	Sunny Cove Upgrades (Windows & Doors)		8,000.00	8,000.00
C-817-9108-1523	Marina Floor	4,400.00	6,000.00	1,600.00
C-817-9206-1110/1111/154	Marina Fuel Storage Tank	2,385.06		(2,385.06)
C-817-9624-1471	Waterfront Outdoor Fitness Equipment	6,180.66	20,226.00	14,045.34
	Total Revenue	-	(332,226.00)	(332,226.00)
	Total Expenditures	29,664.72	332,226.00	302,561.28
	<b>TOTAL MSC/RECREATION</b>	<b>29,664.72</b>	<b>-</b>	<b>(29,664.72)</b>
	<b>LIBRARY</b>			
C-781-0490-0400	Federal Grant (CAPP)			-
C-781-0490-0412	Provincial Grant			-
C-781-0490-0952	Contribution from Reserve Funds			-
C-781-9210-1471	Materials	6,565.47		(6,565.47)
C-781-9109-0000	Computer Equipment			-
	Total Revenue	-	-	-
	Total Expenditures	6,565.47	-	(6,565.47)
	<b>TOTAL LIBRARY</b>	<b>6,565.47</b>	<b>-</b>	<b>(6,565.47)</b>
	<b>MUSEUM</b>			
C-791-0490-0632	Donations	(1,765.00)	(21,000.00)	(19,235.00)
C-791-0490-0952	Contribution from Reserve Funds			-
C-791-9127-1408	Display/Exhibit Expenses	3,246.94		(3,246.94)
C-791-9128-0000	Environmentally Controlled Display Case		5,000.00	5,000.00
C-791-9163-0000	Display Lighting/Lg Monitor for Digital Papers/Shelving		16,000.00	16,000.00
	Total Revenue	(1,765.00)	(21,000.00)	(19,235.00)
	Total Expenditures	3,246.94	21,000.00	17,753.06
	<b>TOTAL MUSEUM</b>	<b>1,481.94</b>	<b>-</b>	<b>(1,481.94)</b>
	<b>PLANNING &amp; DEVELOPMENT</b>			
C-122-0490-0400	Federal Grant	(2.01)	(655,000.00)	(654,997.99)
C-122-0490-0412	Provincial Grant		(1,000,000.00)	(1,000,000.00)
C-122-0490-0437	Contributions from Others		(160,000.00)	(160,000.00)
C-122-0490-0952	Contributions from Reserve Funds		(40,000.00)	(40,000.00)
C-122-0490-0954	Cont From Revenue Fund (In-Kind Contributions)		(180,000.00)	(180,000.00)
C-271-0490-0952	Contributions from Reserve Funds		(100,000.00)	(100,000.00)
C-122-9108-1471	Civic Centre - OPP Return Air Fan Replacement		20,000.00	20,000.00
C-122-9286-1523	Rainy Lake Hotel Demolition/Market Square	2,658.68	1,995,000.00	1,992,341.32
C-122-9295-1523	Civic Centre - Council Chambers Roof Replacement		20,000.00	20,000.00
C-271-9291-1523	By-Law Animal Shelter Construction	19,850.67	100,000.00	80,149.33
	Total Revenue	(2.01)	(2,135,000.00)	(2,134,997.99)
	Total Expenditures	22,509.35	2,135,000.00	2,112,490.65
	<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>22,507.34</b>	<b>-</b>	<b>(22,507.34)</b>
	<b>SANITARY SEWER</b>			
C-410-0490-0952	Contribution from Reserve Funds		(364,814.00)	(364,814.00)
C-410-0490-0954	Contribution from Revenue Funds		(640,355.00)	(640,355.00)
C-410-9105-1471	Sanitary Sewer Small Tools		12,000.00	12,000.00
C-410-9138-1523	Sanitary Manholes	38.94	162,400.00	162,361.06
C-410-9179-1523	Infiltration/Inflow Study Cont Works	2,823.77		(2,823.77)
C-410-9238-1523	Design for Infrastructure Renewal Project		37,500.00	37,500.00
C-410-9271-1523	Phair Ave from 3rd St to 5th Street	2,089.66	220,607.00	218,517.34
C-410-9272-1523	Nelson St from Butler to Shevlin Woodyard	776.88	157,442.00	156,665.12
C-410-9273-1523	Kings Hwy from Wright Ave to York	1,263.26	364,814.00	363,550.74
C-410-9285-1523	3rd Street E - Crowe to Frenette	113.68		(113.68)
C-410-9280-0000	Honeywell Improvements - Including Street Lighting		50,406.00	50,406.00

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at May 31, 2015**

		<b>Actual to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
	Total Revenue	-	(1,005,169.00)	(1,005,169.00)
	Total Expenditures	7,106.19	1,005,169.00	998,062.81
	<b>TOTAL SANITARY SEWER</b>	<b>7,106.19</b>	<b>-</b>	<b>(7,106.19)</b>
	<b>SEWAGE TREATMENT PLANT</b>			
C-413-0490-0412	Provincial Funding	(41,401.50)	(165,606.00)	(124,204.50)
C-413-0490-0954	Contribution from Revenue Fund		(260,956.00)	(260,956.00)
C-413-0490-0952	Contribution from Reserve Fund		(493,438.00)	(493,438.00)
C-413-0490-0490	On Power Authority ERIP Grant			-
C-410-9105-1471	Small Capital Repairs	23,425.51		(23,425.51)
C-413-9108-1471	Small Miscellaneous Capital Materials	5,099.19	120,000.00	114,900.81
C-413-9280-0000	Sludge Dewatering Equip & Installation	18,355.29	800,000.00	781,644.71
	Total Revenue	(41,401.50)	(920,000.00)	(878,598.50)
	Total Expenditures	46,879.99	920,000.00	873,120.01
	<b>TOTAL STP</b>	<b>5,478.49</b>	<b>-</b>	<b>(5,478.49)</b>
	<b>WATERWORKS ADMINISTRATION</b>			
C-961-0330-0589	Expense Recovery			-
C-961-0490-0412	Provincial Grants			-
C-961-0490-0952	Contribution from Reserve Funds		(327,401.00)	(327,401.00)
C-961-0490-0954	Contribution from Revenue Fund		(967,867.00)	(967,867.00)
C-961-9105-1471	Miscellaneous Tools/Equipment	622.20	12,000.00	11,377.80
C-961-9137-1523	Replacing Main Line Water Valves/Hydrants	45.07	211,300.00	211,254.93
C-961-9179-1523	Infiltration/Inflow Study	2,823.76		(2,823.76)
C-961-9238-1523	Design for Infrastructure Renewal Project		37,500.00	37,500.00
C-961-9271-1523	Phair Ave from 3rd St to 5th Street	2,366.79	203,145.00	200,778.21
C-961-9272-1523	Nelson St from Butler to Shevlin Woodyard	514.98	126,778.00	126,263.02
C-961-9285-1523	3rd Street E - Crowe to Frenette	73.83		(73.83)
C-961-9273-1523	Kings Hwy from Wright Ave to York	3,171.60	704,545.00	701,373.40
	Total Revenue	-	(1,295,268.00)	(1,295,268.00)
	Total Expenditures	9,618.23	1,295,268.00	1,285,649.77
	<b>TOTAL WATERWORKS ADMIN</b>	<b>9,618.23</b>	<b>-</b>	<b>(9,618.23)</b>
	<b>WATER TREATMENT PLANT</b>			
C-965-0490-0952	Contribution from Reserve Funds		(357,000.00)	(357,000.00)
C-965-0490-0954	Contribution from Revenue Fund		(60,000.00)	(60,000.00)
C-965-9105-1471	Misc. Small Capital	3,502.05	60,000.00	56,497.95
C-965-9260-1471	Backup Generator	7,691.65	357,000.00	349,308.35
	Total Revenue	-	(417,000.00)	(417,000.00)
	Total Expenditures	11,193.70	417,000.00	405,806.30
	<b>TOTAL WTP</b>	<b>11,193.70</b>	<b>-</b>	<b>(11,193.70)</b>
<b>TOTAL REVENUE</b>		<b>(1,143,834.51)</b>	<b>(11,564,976.00)</b>	<b>(10,421,141.49)</b>
<b>TOTAL EXPENDITURES</b>		<b>483,896.37</b>	<b>11,564,976.00</b>	<b>11,081,079.63</b>
<b>TOTAL CAPITAL</b>		<b>(659,938.14)</b>	<b>-</b>	<b>659,938.14</b>