

# TOWN OF FORT FRANCES

## Administration & Finance Executive Committee Meeting

### AGENDA

Tuesday, October 20, 2016 12:00 (Noon)  
in the Committee Room

Session # 19

	Page
1 <u>Call to Order</u>	
2 <u>Disclosure of pecuniary interest and the general nature thereof</u>	
3 <u>Approval of Previous Committee Minutes</u>	
3.1     Tuesday, October 6, 2015	2 - 4
4 <u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u>	
5 <u>In-Camera</u>	
6 <u>Items Referred from Council</u>	
6.1     Boundary Waters Dragon Boat Festival Request	5 - 7
7 <u>New Business</u>	
7.1     2016 User Fee Inflationary Increase	8 - 10
7.2     Councillor D. Kitowski- NOMA Regional Conference Travel & Per Diem Claims	11 - 15
8 <u>Non-agenda Items</u>	
9 <u>Outstanding Items</u>	
9.1     Couchiching First Nations Water & Sewer Agreement	
10 <u>Information</u>	
10.1    Financial Statements as at September 30, 2015	16 - 23
11 <u>Adjourn / Next Meeting Date</u>	
11.1    Tuesday, November 3, 2015	

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #18

Tuesday, October 6, 2015

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on October 6, 2015 from 12:00 p.m. to 1:20 p.m.

PRESENT: Councillor Ken Perry, Councillor Wendy Brunetta, Councillor Paul Ryan and Mayor Roy Avis

ALSO PRESENT: Mark McCaig, CAO, Dawn Galusha, Deputy Treasurer, and Laurie Witherspoon, Treasurer  
Guests: Tannis Drysdale, RRFDC  
Ron Silver, Raymond Roy, and Wilfred Belluz, Fort Frances Curling Club

REGRETS: None:

#### **1. Call to Order**

1.1 Councillor Ken Parry called the meeting to order.

#### **2. Disclosure of pecuniary interest and the general nature thereof**

2.1 Mayor Avis declared conflict of interest on Agenda item 7.1 Mayor R. Avis NOMA Regional Conference Travel & Per Diem Claims as they are his expenses; Councillor Ryan declared conflict of interest on Agenda item 7.2 Councillor P. Ryan NOMA Regional Conference Travel & Per Diem Claims as they are his expenses; Councillor Brunetta declared conflict of interest on Agenda item 7.3 Councillor W. Brunetta NOMA Regional Conference Travel & Per Diem Claims as they are her expenses; and Councillor Perry declared a conflict of interest on Agenda item 7.5 Councillor K. Perry NOMA Regional Conference Travel & Per Diem Claims as they are his expenses.

#### **3. Approval of Previous Committee Minutes**

3.1 The Committee considered the following resolution:  
Brunetta-Ryan: That the minutes of the previous meeting held on Tuesday, September 22, 2015 be approved as amended. CARRIED

#### **4. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**

#### **5. In-Camera**

#### **6. Items Referred from Council**

6.1 Delegation: Tannis Drysdale was present to answer Committee Members questions with regard to the RRFDC City of Thunder Bay, Tourism Division - Heart of the Continent Financial Request - The Committee recommended that the City of Thunder Bay, Tourism Division – Heart of the Continent Financial request for a \$1,500.00 contribution as a regional partner be received.

6.2 Delegation: Ron Silver, President, Raymond Roy, Finance Chair & Wilfred Belluz, Treasurer Fort Frances Curling Club were present to discuss the club's financial situation. - The Committee recommended to outline the terms of an Agreement and to proceed with the necessary steps to enact the agreed provisions with the Fort Frances Curling Club.

6.3 Request for Proposal for Municipal Insurance - The Committee recommended to award the Request for Proposal for Municipal Insurance (15-AF-18) to Frank Cowan Company as represented by Gillon's Insurance Brokers Ltd.

## **7. New Business**

- 7.1 Mayor Roy Avis NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$584.08 as submitted by Mayor Roy Avis for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.2 Councillor Paul Ryan NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$631.00 as submitted by Councillor Paul Ryan for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.3 Councillor Wendy Brunetta NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$558.50 as submitted by Councillor Wendy Brunetta for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.4 Councillor J. Albanese NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$664.00 as submitted by Councillor John Albanese for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.5 Councillor K. Perry NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$611.00 as submitted by Councillor Ken Perry for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.6 M. McCaig, CAO NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Expense claim in the total amount of \$100.00 as submitted by Mark McCaig, CAO for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.7 Public Budget Presentation Committee Review:
  - a. Fun In The Sun Committee request - include in 2016 General operating budget
  - b. Fort Frances Chamber of Commerce request - include in 2016 General operating budget
  - c. Multit-Use/Tennis Court Committee request - carryover to 2016 Capital budget
  - d. Police Services Board request - include in 2016 General operating budget & Capital budget

## **8. Non-agenda Items**

- 8.1 None

## **9. Outstanding Items**

- 9.1 Couchiching First Nations Water & Sewer Agreement

## **10. Information**

## **11. Adjourn / Next Meeting Date**

- 11.1 Tuesday, October 20, 2015

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Executive Committee Chair

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M. McCaig, CAO



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/113**

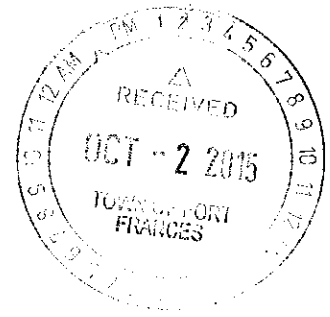
**TO:** Administration and Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** October 15, 2015  
**SUBJECT:** Boundary Waters Dragon Boat Festival Request

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**BACKGROUND**

At the October 13, 2015 Council Meeting, the attached letter received from the Boundary Waters Dragon Boat Club President was referred to the Administration & Finance Executive Committee for recommendation.

The Boundary Waters Dragon Boat Club is requesting \$1,500 from the Town of Fort Frances to help support this local event in 2016. In both 2014 and 2015, the Town has committed \$1,000 to support this event.



September 30<sup>th</sup>, 2015

Mayor and Council  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9

Dear Mayor and Council,

I thank you for the consideration of supporting the 5<sup>th</sup> Annual International Dragon Boat Festival.

The International Boundary Waters Dragon Boat Festival has played a major Town role since its creation and development. This past year our event was the kick off to Peaceful Border Days, and we saw the creation of the official Boundary Waters Dragon Boat Team with 36 current members, from both sides of the border, that volunteer in our communities and help promote health and fitness in our area.

Over the summer dragon boat organizers documented 27 individuals from the U.S. who had not, prior to dragon boat, crossed the border to Fort Frances. The Dragon Boat Club & Festival Committee organized vendors, children's activities, workshops, and brought in 22 Dragons to assist with course and race day set up. We had eight festival teams and 128 paddlers over the season with our trained coaches providing free weekly paddles to all additional residents and visitors 14 years of age and up.

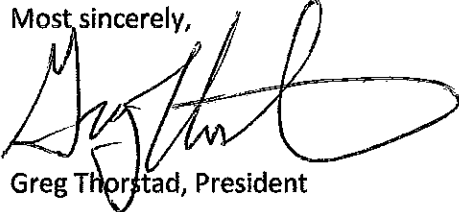
We train three days a week, and our trailer now proudly boasts the Fort Frances logo, which we brought to Bemidji and Superior when our team competed. There we handed out over 75 Discover Fort Frances magazines, a case of Fort Frances Chamber Directories, and almost 50 double-sided maps of the Fort Frances-International Falls area.

A real need for the Dragon Boat Club, which operates as a non-profit organization under the direction of the Boundary Waters Dragon Boat Foundation, is assistance with the costs associated with site preparation and race day maintenance, cost of insurances, advertising, and promotion of the event. As such, the International Boundary Waters Dragon Boat Club is requesting \$ 1,500 from the Town of Fort Frances to help support our effort to provide a local event that we can all be proud of, as well as an essential destination tourist draw to inject needed dollars into our local economy.

This contribution from the Town of Fort Frances would be greatly appreciated and well used. It would assist us with the costs of hosting such a large scale community event that has shown great promise of growing substantially in the coming years. We also thank you for your continued support of allowing us to park our boats and needed equipment trailer at the marina for the summer season.

We believe that the Dragon Boat Festival is consistent with the mission and economic interest of the Town, and we hope that you will find it in your budget to support this family friendly community event. If I can provide additional information to encourage consideration of our request, please feel free to contact me on my cell at (404) 590-9628.

Most sincerely,

A handwritten signature in black ink, appearing to read 'Greg Thorstad', with a large, stylized loop at the end.

Greg Thorstad, President  
Boundary Waters Dragon Boat

**TO: Administration & Finance Executive Committee**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: October 14, 2015**  
**SUBJECT: 2016 User Fee Inflationary Increase**

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**BACKGROUND**

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

The Ontario Provincial Consumer Price Index (CPI) for August 2014 to August 2015 indicates 1.2% change and the Federal CPI for August 2014 to August 2015 indicates 1.3% change as published by Statistics Canada, of which is attached for your information.

Administration is seeking direction for the inflationary increase for the 2016 user fees. Divisions will bring user fee schedules forward to their respective executive committees the week of November 9 – 13/16 for committee review and recommendation of those fees that have been identified to be either to remain at the 2015 fee rates, or new fees established, or any fee that may require more discussion and evaluation and the exclusion of Water & Sewer rates.



# Statistics Canada

[Home](#) > [Summary tables](#) >

Related tables: [Consumer price indexes](#).

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## Consumer Price Index, by province (monthly) (Ontario)

	August 2014	July 2015	August 2015	July 2015 to August 2015	August 2014 to August 2015
	2002=100			% change	
<b>Ont.</b>					
<b>All-items</b>	<b>126.5</b>	<b>128.4</b>	<b>128.0</b>	<b>-0.3</b>	<b>1.2</b>
Food	136.7	141.6	<b>141.4</b>	-0.1	3.4
Shelter	132.1	134.9	<b>135.0</b>	0.1	2.2
Household operations, furnishings and equipment	119.2	121.9	<b>122.2</b>	0.2	2.5
Clothing and footwear	91.2	91.7	<b>91.4</b>	-0.3	0.2
Transportation	132.9	130.6	<b>128.2</b>	-1.8	-3.5
Health and personal care	120.6	122.2	<b>121.8</b>	-0.3	1.0
Recreation, education and reading	110.6	112.8	<b>112.9</b>	0.1	2.1
Alcoholic beverages and tobacco products	151.0	154.5	<b>155.1</b>	0.4	2.7
<b>Special aggregates</b>					
All items excluding food	124.7	126.0	<b>125.6</b>	-0.3	0.7
All items excluding energy	123.3	125.8	<b>125.7</b>	-0.1	1.9
Energy	173.2	167.7	<b>161.8</b>	-3.5	-6.6

**Source:** Statistics Canada, CANSIM, table [326-0020](#) and Catalogue nos. [62-001-X](#) and [62-010-X](#).  
Last modified: 2015-09-18.

To learn more about the Consumer Price Index, see [Your Guide to the Consumer Price Index](#).

[Find information](#) related to this table (CANSIM table(s); Definitions, data sources and methods; *The Daily*; publications; and related Summary tables).

Date modified: 2015-09-18

# Statistics Canada

[Home](#) > [Summary tables](#) >

Related tables: [Consumer price indexes](#).

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## Consumer Price Index, by province (monthly) (Canada)

	August 2014	July 2015	August 2015	July 2015 to August 2015	August 2014 to August 2015
	2002=100			% change	
<b>Canada</b>					
<b>All-items</b>	<b>125.7</b>	<b>127.3</b>	<b>127.3</b>	<b>0.0</b>	<b>1.3</b>
Food	135.9	140.9	<b>140.8</b>	-0.1	3.6
Shelter	132.4	133.8	<b>133.9</b>	0.1	1.1
Household operations and furnishings	117.5	120.1	<b>120.4</b>	0.2	2.5
Clothing and footwear	92.1	93.0	<b>94.0</b>	1.1	2.1
Transportation	130.8	129.2	<b>127.8</b>	-1.1	-2.3
Health and personal care	119.2	120.6	<b>120.5</b>	-0.1	1.1
Recreation, education and reading	109.4	111.2	<b>111.7</b>	0.4	2.1
Alcoholic beverages and tobacco products	148.4	152.2	<b>152.6</b>	0.3	2.8
<b>Special aggregates</b>					
All items excluding food	123.7	124.7	<b>124.7</b>	0.0	0.8
All items excluding energy	122.4	124.8	<b>124.9</b>	0.1	2.0
Energy	168.3	159.2	<b>156.1</b>	-1.9	-7.2

**Source:** Statistics Canada, CANSIM, table [326-0020](#) and Catalogue nos. [62-001-X](#) and [62-010-X](#).  
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Date modified: 2015-09-18

**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** October 15, 2015  
**SUBJECT:** Councillor Doug Kitowski – NOMA Regional Conference Travel & Per Diem Claims

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**BACKGROUND**

Attached is a copy of the Travel Statement – Mayor/Council Honorarium per diem in the amount of \$450.00 and Schedule “B” Travel Expenses of \$204.30 to attend the NOMA Regional Conference held in Thunder Bay, Ontario from September 23 - 25, 2015 as submitted by Councillor Doug Kitowski.

Conference Expenses

1.	Meals	\$ 85.00
2.	Own Vehicle Gas	<u>119.30</u>
	Sub-total	204.30
3.	Per Diem (3 days)	<u>450.00</u>
	Total Per Diem & Travel Claims	<u>\$654.30</u>

The registration fee of \$200.00 and hotel accommodations of \$262.14 were paid by the Town resulting in the total cost of \$1,116.44 to attend the NOM Regional Conference as authorised by Council.

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

Attendee	Doug Kitowski
Conference / Seminar Attended	NORMA - CONFERENCE
Location	VICTORIA INN THUNDER BAY ONT.
Dates	Sept 23-24-25-2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			Sept 23	Sept 24	Sept 25			
Amount			150.00	150.00	150.00			450.00

Name (Please Print)	Signature
Doug Kitowski	
Approved	Date
	Oct 7-2015

To be submitted to Payroll for processing when approved by Council



Fort Frances Husky  
800 Kings Highway  
Fort Frances ON  
(807) 274-7680  
GST# 804707339  
Retailer ID 4976296  
Rct:46840 7220-3  
Batch:1434-36

myHusky Rewards  
707610#####3811  
Earned: 100  
Used today: 0  
Balance: 1914

2015/09/25 16:48:10  
Unit#: 600

Item	Amount
Pump# 3	
Eth Regular	\$119.30
102.932 L x \$1.159/L	
AMOUNT	\$119.30
HST(Inc Pump)	\$13.72

HUSKY PRO  
#####4406  
2015/09/25 16:43:37  
A#:685057



PLEASE TELL US  
HOW WE DID?  
[myHusky.ca/feedback](http://myHusky.ca/feedback)



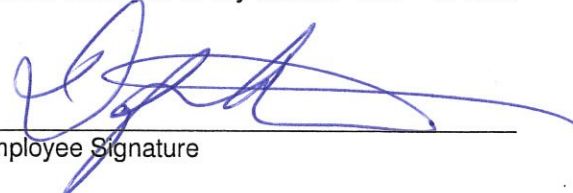
**TOWN OF FORT FRANCES - SCHEDULE "B"**  
**TRAVEL EXPENSE STATEMENT**

1.	Attendee	Doug K TOWSKI							
2.	Conference/Seminar Attended	NOMA FALL CONFERENCE							
	Location (Facility and City)	THUNDER BAY. ONT.							
	Dates	SEPT. 23 - 24 - 25							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation	PAID BY T.O.F.F.							
	Transportation								
	Breakfast								
	Lunch					15.00			15.00
	Dinner				35.00	35.00			70.00
	Per Diem								
	Other								
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
								85.00	
5.	Town Used Vehicle	Yes	No	Reason					Total
	Mileage Claimed	KM x \$0.47 =							
		HUSKY FORT FRANCES							119.30
6.	Approved								Total Expenses
									204.30
									Advance Received
									Balance Claimed
									Balance Refunded
									204.30

**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.

Oct 7th 2015  
Date

  
Employee Signature

\_\_\_\_\_  
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>DOUG KITOWSKI</i>	Signature <i>[Signature]</i>
Approved	Date <i>Oct 7 2015</i>

**Town of Fort Frances**  
**General Fund (Operating)**  
**Actuals as at September 30, 2015**

	Actuals to Date	2015 Budget	Variance
<b>CORPORATE</b>			
050 Municipal Tax Levy	(10,725,240.08)	(10,738,015.00)	(12,774.92)
051 Education Tax Levy	(1,757,280.65)	(1,757,276.00)	4.65
052 Supp/Omit Municipal Tax Levy	(16,028.83)		16,028.83
053 Supp/Omit Education Tax Levy	(1,868.55)		1,868.55
056 W/O Municipal	369,949.25	352,348.00	(17,601.25)
057 W/O Education	39,191.58	34,989.00	(4,202.58)
061 OMPF	(2,237,700.00)	(2,983,600.00)	(745,900.00)
062 Payments-in-Lieu	(716,539.46)	(783,913.00)	(67,373.54)
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	(50,749.04)		50,749.04
110 Mayor & Council	213,113.39	762,650.00	549,536.61
112 Contribution to Reserves & Reserve Funds	-	1,375,000.00	1,375,000.00
113 Long Term Debt	396,057.50	697,352.00	301,294.50
115 Election	213.70	-	(213.70)
161 Riverside Health Care/Dr Recruitment	51,000.75	69,000.00	17,999.25
161 Clinic Financing Interest		12,500.00	12,500.00
162 RR DSSAB	1,531,830.69	2,042,441.00	510,610.31
163 Rainycrest	106,098.65	121,255.00	15,156.35
164 Northwestern Health Unit	307,344.50	368,814.00	61,469.50
820 Economic Development	135,331.87	165,485.00	30,153.13
821 Travel Information Centre	12,710.22	22,500.00	9,789.78
830 Solar Panel Project	(16,990.90)	(26,260.00)	(9,269.10)
991 English Public School Board	1,085,484.02	1,418,228.00	332,743.98
992 English Separate School Board	228,699.92	299,028.00	70,328.08
993 French Public School Board	1,050.15	1,400.00	349.85
994 French Separate School Board	2,723.59	3,631.00	907.41
<b>Total Corporate</b>	<b>(11,041,597.73)</b>	<b>(8,991,247.00)</b>	<b>2,050,350.73</b>
<b>ADMINISTRATION AND FINANCE</b>			
070 Other Unassigned Revenue	(233,624.42)	(312,000.00)	(78,375.58)
120 Administration	243,684.01	328,220.00	84,535.99
121 Admin Vehicle	5,579.14	2,873.00	(2,706.14)
122 Municipal Buildings	24,888.55	24,853.00	(35.55)
124 Tax Sale Registration	77.42		(77.42)
125 HR Department	50,829.30	41,750.00	(9,079.30)
130 Clerk	119,797.13	167,200.00	47,402.87
140 Treasury	331,076.34	370,652.00	39,575.66
910 PUC Administration	59,809.70	94,185.00	34,375.30
<b>Total Administration and Finance</b>	<b>602,117.17</b>	<b>717,733.00</b>	<b>115,615.83</b>
<b>EMERGENCY SERVICES</b>			
211 Emergency Services	629,576.51	902,041.00	272,464.49
227 Emergency Measures	10,438.32	19,948.00	9,509.68
228 911 Service	16,226.89	13,800.00	(2,426.89)
231 Police Revenue	(18,974.17)	(25,000.00)	(6,025.83)
232 Police Services Board	10,765.41	19,300.00	8,534.59
233 Police Administration	1,934,989.85	2,516,595.00	581,605.15
<b>Total Emergency Services</b>	<b>2,583,022.81</b>	<b>3,446,684.00</b>	<b>863,661.19</b>
<b>COMMUNITY SERVICES</b>			
622 Sister Kennedy Centre	20,588.73	31,412.00	10,823.27
641 Fort Frances Children's Complex	(62,774.92)	-	62,774.92
643 Best Start Hub/Resource Centre	(36,853.05)	-	36,853.05
644 Day Care Resource Teacher	1,755.20	-	(1,755.20)



**Town of Fort Frances  
General Fund (Operating)  
Actuals as at September 30, 2015**

		Actuals to Date	2015 Budget	Variance
653	Handi-Transit System	76,442.59	90,657.00	14,214.41
713	Townshend Theatre	(12,102.29)	-	12,102.29
722	Recreation Facilities	379,833.23	592,536.00	212,702.77
725	Recreation Programs	41,304.44	117,453.00	76,148.56
732	Community Services	84,601.73	108,643.00	24,041.27
740	Sunny Cove Camp	140.81	15,547.00	15,406.19
781	Fort Frances Public Library	412,177.28	485,975.00	73,797.72
791	Museum	113,045.71	146,448.00	33,402.29
817	Waterfront Development/Marina	35,079.37	55,712.00	20,632.63
	<b>Total Community Services</b>	<b>1,053,238.83</b>	<b>1,644,383.00</b>	<b>591,144.17</b>
<b>OPERATIONS AND FACILITIES</b>				
310	PW Administration	(44,778.23)	(153,725.00)	(108,946.77)
311	PW Buildings & Yards	77,213.03	110,622.00	33,408.97
313	Municipal Roads	756,128.06	1,257,030.00	500,901.94
318	Public Parking Lots	5,082.92	15,980.00	10,897.08
320	Sidewalks	62,100.78	107,463.00	45,362.22
330	Private Works Charges	32,195.97	33,904.00	1,708.03
331	Private Crossing Charges	6,599.39	18,479.00	11,879.61
333	PW Vehicles	133,001.86	216,501.00	83,499.14
334	PW Equipment	156,441.48	245,029.00	88,587.52
344	PW Stores	56,737.27	66,262.00	9,524.73
345	Traffic Signal Maintenance	8,986.13	6,861.00	(2,125.13)
346	Streetlight Maintenance	30,522.76	47,586.00	17,063.24
350	Garbage Collection	(87,253.34)	(156,577.00)	(69,323.66)
351	Recycling Services	135,285.18	194,826.00	59,540.82
352	Sanitary Landfill	(169,661.19)	(38,249.00)	131,412.19
360	Engineering	22,632.29	28,755.00	6,122.71
390	Airport	(113,130.99)	21,231.00	134,361.99
391	Airport Building Maintenance	26,909.14	40,582.00	13,672.86
393	Airport Grounds Maintenance	37,735.50	79,170.00	41,434.50
580	Parks & Cemeteries Admin.	142,710.06	162,487.00	19,776.94
582	Fort Frances Cemetery	69,968.00	79,211.00	9,243.00
583	Riverview Cemetery	144,852.66	191,483.00	46,630.34
584	Point Park	10,004.12	26,408.00	16,403.88
585	Parks - Outdoor Facilities	202,117.52	206,694.00	4,576.48
586	Lions Millennium Park	4,654.69	11,812.00	7,157.31
	<b>Total Operations and Facilities</b>	<b>1,707,055.06</b>	<b>2,819,825.00</b>	<b>1,112,769.94</b>
<b>PLANNING AND DEVELOPMENT</b>				
150	Civic Centre	42,088.58	66,353.00	24,264.42
271	By-Law Enforcement	96,620.88	135,046.00	38,425.12
272	Animal Shelter	5,636.45	9,914.00	4,277.55
813	Building Official	(14,257.22)	52,406.00	66,663.22
815	Planning & Zoning	59,795.01	98,903.00	39,107.99
	<b>Total Planning and Development</b>	<b>189,883.70</b>	<b>362,622.00</b>	<b>172,738.30</b>
	<b>Sub-Total General Fund (Operating)</b>	<b>(4,906,280.16)</b>	<b>-</b>	<b>4,906,280.16</b>
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	<b>(4,906,280.16)</b>	<b>-</b>	<b>4,906,280.16</b>
	<b>TOTAL BUDGET - Revenue</b>	<b>( 19,323,420.34)</b>	<b>( 21,992,180.00)</b>	<b>( 2,668,759.66)</b>
	<b>TOTAL BUDGET - Expenditures</b>	<b>14,417,140.18</b>	<b>21,992,180.00</b>	<b>7,575,039.82</b>
		<b>( 4,906,280.16)</b>	<b>0.00</b>	<b>4,906,280.16</b>

**Water and Sewer Fund (Operating)**  
**Actuals to September 30, 2015**

<b>WATER</b>		<b>Actuals to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
961	Waterworks Administration	(1,062,369.45)	( 649,208.00)	413,161.45
965	Water Treatment Plant	346,167.19	527,009.00	180,841.81
966	Water Storage Facility	105,306.47	122,199.00	16,892.53
		-610,895.79	0.00	610,895.79
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		<b>-610,895.79</b>	<b>0.00</b>	<b>610,895.79</b>

<b>SEWER</b>		<b>Actual to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
410	Sanitary Sewer Administration	-1,145,151.24	( 700,725.00)	444,426.24
413	Sewage Treatment Plant	508,688.49	700,725.00	192,036.51
		-636,462.75	0.00	636,462.75
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		<b>-636,462.75</b>	<b>0.00</b>	<b>636,462.75</b>

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at September 30, 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	50,503.68	33,519.00	(16,984.68)
	Total Revenue	-	(33,519.00)	(33,519.00)
	Total Expenditures	50,503.68	33,519.00	(16,984.68)
	<b>TOTAL CIVIC CENTRE</b>	<b>50,503.68</b>	<b>-</b>	<b>(50,503.68)</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	4,474.32	4,200.00	(274.32)
C-211-9284-1523	Training Facility	5,608.50	16,000.00	10,391.50
C-211-9625-1431	Air Dryer for Gear	241.02	3,800.00	3,558.98
	Total Revenue	-	(27,600.00)	(27,600.00)
	Total Expenditures	13,637.17	27,600.00	13,962.83
	<b>TOTAL EMERGENCY SERVICES</b>	<b>13,637.17</b>	<b>-</b>	<b>(13,637.17)</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	(1,500,000.00)	(2,000,000.00)	(500,000.00)
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-313-9268-1523	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	7,660.54	8,000.00	339.46
C-310-9113-1523	Salt/Sand Shed	421,819.63	528,278.00	106,458.37
C-310-9127-1471	O & F Engineering & Managers Office Upgrades	4,097.59	12,000.00	7,902.41
C-310-9127-1523	Public Works Garage Renovations	204.71	150,000.00	149,795.29
C-313-9110-1523	Portage Ave/CNR East Abutment Concrete Work	50,757.49	150,000.00	99,242.51
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.)	43,331.16	462,667.00	419,335.84

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at September 30, 2015**

		<b>Actual to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
C-313-9272-1523	Nelson Street from Butler Ave to Shevlin Woodyard	17,431.78	308,532.00	291,100.22
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	775,315.49	2,111,310.00	1,335,994.51
C-320-9271-1523	Phair Ave from 3rd Street to 5th Street (200 m.)	6,047.34	98,163.00	92,115.66
C-320-9272-1523	Nelson Street from Butler Ave to Shevlin Woodyard	301.10	13,406.00	13,104.90
C-320-9273-1523	Connecting Link - Kings Hwy from Wright to York	26,155.44		(26,155.44)
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	28,234.10	40,000.00	11,765.90
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	25,216.04	25,000.00	(216.04)
	<b><u>Waste Management System</u></b>			
C-351-9128-1471	Transfer Station Upgrades	47,771.57	218,275.00	170,503.43
	<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	2,939.05	3,000.00	60.95
C-390-9257-1471	Front End Loader c/w sweeper	161,780.00	216,427.00	54,647.00
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			-
C-580-9105-1471	Small Equipment Replacement	4,354.95	5,000.00	645.05
C-580-9133-1471	Half-ton Truck Replacement	26,304.57	30,000.00	3,695.43
C-580-9157-1471	Cemetery Riding Lawn Mowers	10,275.75	16,586.00	6,310.25
C-580-9174-1471	60" wide Snow Plow Attachment for JD Tractor	6,104.59	5,500.00	(604.59)
	Total Revenue	(1,500,000.00)	(5,268,394.00)	(3,768,394.00)
	Total Expenditures	1,902,902.63	5,268,394.00	3,365,491.37
	<b>TOTAL PUBLIC WORKS</b>	<b>402,902.63</b>	<b>-</b>	<b>(402,902.63)</b>
	<b>LIONS MILLENNIUM PARK</b>			
C-586-0430-0632	Donations	(6,456.22)	-	6,456.22
C-586-9232-1523	Contracted Works	2,199.81	-	(2,199.81)
	Total Revenue	(6,456.22)	-	6,456.22
	Total Expenditures	2,199.81	-	(2,199.81)
	<b>TOTAL LIONS MILLENNIUM PARK</b>	<b>(4,256.41)</b>	<b>-</b>	<b>4,256.41</b>
	<b>SISITER KENNEDY CENTRE</b>			
C-622-0490-0412	Provincial Grant	(16,812.36)	-	16,812.36
C-622-9105-0000	Small Capital Purchases	2,686.60	-	(2,686.60)
C-622-9296-0000	Health & Wellness Directory	3,023.86	-	(3,023.86)
	Total Revenue	(16,812.36)	-	16,812.36
	Total Expenditures	5,710.46	-	(5,710.46)
	<b>TOTAL SISTER KENNEDY CENTRE</b>	<b>(11,101.90)</b>	<b>-</b>	<b>11,101.90</b>
	<b>FORT FRANCES CHILDREN'S COMPLEX</b>			
C-641-0490-0432	RRDSSAB Grant			-
C-641-0490-0436	Health & Safety Grant (DSSAB)		(54,800.00)	(54,800.00)
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

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at September 30, 2015**

	Actual to Date	2015 Budget	Variance
Total Revenue	-	(54,800.00)	(54,800.00)
Total Expenditures	1,831.68	54,800.00	52,968.32
<b>TOTAL FF CHILDREN'S COMPLEX</b>	<b>1,831.68</b>	<b>-</b>	<b>(1,831.68)</b>
<b><u>MSC/Recreation</u></b>			
C-722-0490-0437 Contributions from Others		(112,000.00)	(112,000.00)
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-740-0490-0448 Sunny Cove Moffit Family Funding	(12,500.00)	-	12,500.00
C-817-0490-0632 Donations	(15,225.92)	-	15,225.92
C-722-9133-0000 MSC 4x4 Truck	27,755.50	36,000.00	8,244.50
C-722-9269-1523 Ice For Kids Sound System	16,699.00		(16,699.00)
C-722-9276-1523 52 Canadian Sound System	3,382.00		(3,382.00)
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
C-740-0490-0952 Contribution from Reserve Funds		(8,000.00)	(8,000.00)
C-740-9108-1523 Sunny Cove Upgrades (Windows & Doors)		8,000.00	8,000.00
C-817-0490-0437 Contributions from Others		(15,226.00)	(15,226.00)
C-817-0490-0952 Contribution from Reserve Funds		(6,000.00)	(6,000.00)
C-817-0490-0954 Contribution from Revenue Fund		(5,000.00)	(5,000.00)
C-817-9108-1523 Marina Floor	4,400.00	6,000.00	1,600.00
C-817-9624-1471 Waterfront Outdoor Fitness Equipment	16,010.75	20,226.00	4,215.25
Total Revenue	(27,725.92)	(298,000.00)	(270,274.08)
Total Expenditures	68,247.25	298,000.00	229,752.75
<b>TOTAL MSC/RECREATION</b>	<b>40,521.33</b>	<b>-</b>	<b>(40,521.33)</b>
<b><u>LIBRARY</u></b>			
C-781-0490-0400 Federal Grant (CAPP)			-
C-781-0490-0412 Provincial Grant			-
C-781-0490-0952 Contribution from Reserve Funds		-	-
C-781-9109-0000 Computer Equipment	6,035.69	-	(6,035.69)
C-781-9210-1471 Materials	6,585.09	-	(6,585.09)
C-781-9220-1471 Surveillance Cameras	7,412.73	-	(7,412.73)
Total Revenue	-	-	-
Total Expenditures	20,033.51	-	(20,033.51)
<b>TOTAL LIBRARY</b>	<b>20,033.51</b>	<b>-</b>	<b>(20,033.51)</b>
<b><u>MUSEUM</u></b>			
C-791-0490-0632 Donations	(3,505.00)	(21,000.00)	(17,495.00)
C-791-0490-0952 Contribution from Reserve Funds			-
C-791-9127-1408 Display/Exhibit Expenses	2,923.98		(2,923.98)
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	(3,505.00)	(21,000.00)	(17,495.00)
Total Expenditures	2,923.98	21,000.00	18,076.02
<b>TOTAL MUSEUM</b>	<b>(581.02)</b>	<b>-</b>	<b>581.02</b>
<b><u>PLANNING &amp; DEVELOPMENT</u></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)

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at September 30, 2015**

		<b>Actual to Date</b>	<b>2015 Budget</b>	<b>Variance</b>
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-122-9282-1523	Huffman Property Sub-division	26,242.04	-	(26,242.04)
C-122-9286-1523	Rainy Lake Hotel Demolition/Market Square	3,968.80	1,995,000.00	1,991,031.20
C-122-9295-1523	Civic Centre - Council Chambers Roof Replacement	9,815.46	20,000.00	10,184.54
C-271-9291-1523	By-Law Animal Shelter Construction	66,955.53	100,000.00	33,044.47
	Total Revenue	(2.01)	(2,135,000.00)	(2,134,997.99)
	Total Expenditures	106,981.83	2,135,000.00	2,028,018.17
	<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>106,979.82</b>	<b>-</b>	<b>(106,979.82)</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	4,899.93	12,000.00	7,100.07
C-410-9138-1523	Sanitary Manholes	77,287.77	162,400.00	85,112.23
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	32,004.14	220,607.00	188,602.86
C-410-9272-1523	Nelson St from Butler to Shevlin Woodyard	13,675.23	157,442.00	143,766.77
C-410-9273-1523	Kings Hwy from Wright Ave to York	237,602.88	364,814.00	127,211.12
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
	Total Revenue	-	(1,005,169.00)	(1,005,169.00)
	Total Expenditures	368,407.40	1,005,169.00	636,761.60
	<b>TOTAL SANITARY SEWER</b>	<b>368,407.40</b>	<b>-</b>	<b>(368,407.40)</b>
<b>SEWAGE TREATMENT PLANT</b>				
C-413-0490-0412	Provincial Funding	(165,606.00)	(165,606.00)	-
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 ERIIP Grant			-
C-413-9105-1471	Small Capital Repairs	137.13		(137.13)
C-413-9108-1471	Small Miscellaneous Capital Materials	40,464.65	120,000.00	79,535.35
C-413-9290-0000	Sludge Dewatering Equip & Installation	125,876.22	800,000.00	674,123.78
	Total Revenue	(165,606.00)	(920,000.00)	(754,394.00)
	Total Expenditures	166,478.00	920,000.00	753,522.00
	<b>TOTAL STP</b>	<b>872.00</b>	<b>-</b>	<b>(872.00)</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	7,994.31	12,000.00	4,005.69
C-961-9137-1523	Replacing Main Line Water Valves/Hydrants	73,165.72	211,300.00	138,134.28
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	30,746.58	203,145.00	172,398.42
C-961-9272-1523	Nelson St from Butler to Shevlin Woodyard	6,689.96	126,778.00	120,088.04
C-961-9273-1523	Kings Hwy from Wright Ave to York	429,070.85	704,545.00	275,474.15
C-961-9285-1523	3rd Street E - Crowe to Frenette	73.83		(73.83)
	Total Revenue	-	(1,295,268.00)	(1,295,268.00)
	Total Expenditures	550,565.01	1,295,268.00	744,702.99
	<b>TOTAL WATERWORKS ADMIN</b>	<b>550,565.01</b>	<b>-</b>	<b>(550,565.01)</b>

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at September 30, 2015**

		<b>Actual to Date</b>	<b>2015 Budget</b>	<b>Variance</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	10,811.69	60,000.00	49,188.31
C-965-9260-1471	Backup Generator	327,743.48	357,000.00	29,256.52
	Total Revenue	-	(417,000.00)	(417,000.00)
	Total Expenditures	338,555.17	417,000.00	78,444.83
	<b>TOTAL WTP</b>	<b>338,555.17</b>	<b>-</b>	<b>(338,555.17)</b>
<b>TOTAL REVENUE</b>		<b>(1,720,107.51)</b>	<b>(11,530,750.00)</b>	<b>(9,810,642.49)</b>
<b>TOTAL EXPENDITURES</b>		<b>3,599,803.87</b>	<b>11,530,750.00</b>	<b>7,930,946.13</b>
<b>TOTAL CAPITAL</b>		<b>1,879,696.36</b>	<b>-</b>	<b>(1,879,696.36)</b>