

# TOWN OF FORT FRANCES

## Administration & Finance Executive Committee Meeting

### AGENDA - Tuesday, January 5, 2016

#### MEETING - Committee Room

Session # 23

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<b>1</b>	<b><u>Call to Order</u></b>
<b>2</b>	<b><u>Disclosure of pecuniary interest and the general nature thereof</u></b>
<b>3</b>	<b><u>Approval of Previous Committee Minutes</u></b>
3.1	Wednesday, December 9, 2015 Meeting Minutes 3 - 4
<b>4</b>	<b><u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u></b>
<b>5</b>	<b><u>In-Camera</u></b>
<b>6</b>	<b><u>Items Referred from Council</u></b>
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6.3	Fort Frances Border Skating Club Financial Request 11 - 15
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<b>9</b>	<b><u>Outstanding Items</u></b>
9.1	Couchiching First Nations Water & Sewer Agreement

9.2 Elected Officials Remuneration By-Law No. 02-10-C Review

**10 Information**

**11 Adjourn / Next Meeting Date**

11.1 Tuesday, January 19, 2016

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #22

Wednesday, December 9, 2015

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on Wednesday, December 9, 2015 at 12:00 p.m.

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

ALSO PRESENT: Mark McCaig, CAO, Dawn Galusha, Deputy Treasurer

REGRETS: Councillor Paul Ryan

**1. Call to Order**

1.1 Councillor Ken Perry called the meeting to order at 12:04 p.m.

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

2.1 Councillor Ken Perry declared a conflict of interest on item 7.2 as this is his NOMA Board Meeting Per Diem.

**3. Approval of Previous Committee Minutes**

3.1 The Committee considered the following resolution:  
Brunetta-Perry: That the minutes of the previous meeting held on Tuesday, November 17, 2015 be approved as distributed. CARRIED

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

4.1 OPP Building Lease Extension

4.2 Contract Negotiations Update

**5. In-Camera**

5.1 None

**6. Items Referred from Council**

6.1 Strategic Plan Initiative #6 - Town Revitalization- The Committee recommends approval of this report and supports the initiatives as presented.

**7. New Business**

7.1 Capital Long-Term Debt Financing Report- The Committee recommends the use of reserve funds to finance the Sand/Salt Storage Building in the amount of \$453,790.

7.2 Councillor Perry NOMA Board Meeting Per Diem- The 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 NOMA Board Meeting held at the Victoria Inn in Thunder Bay, Ontario on November 25, 2015.

7.3 B93.1 The Border Radio Christmas Advertising- The Committee recommends approval of twenty-five (25) 15 second Holiday Greetings on 93.1 The Border for the cost of \$199.00 plus applicable taxes.

- 7.4 Canadian Tire Appeal Advisory Group Financial Request- The Committee recommends that the Town of Fort Frances participate in the Canadian Tire Appeal Advisory Group at a cost of \$1,500.00.

**8. Non-agenda Items**

- 8.1 OPP Building Lease Extension- The Committee reviewed the agreement as presented which contained all of the amendments that were previously discussed and recommends the agreement be signed and a by-law be prepared.
- 8.2 Contract Negotiations Update- Mark McCaig provided an update on the status of the current contract negotiations and discussed timelines.

**9. Outstanding Items**

- 9.1 Couchiching First Nations Water & Sewer Agreement
- 9.2 Elected Officials Remuneration By-Law No. 02/10-C Review (deferred to Fall of 2016)

**10. Information**

- 10.1 General Fund Financial as at November 30, 2015
- 10.2 Water & Sewer Funds Financial as at November 30, 2015
- 10.3 Capital Fund Financial as at November 30, 2015

**11. Adjourn / Next Meeting Date**

- 11.1 Tuesday, January 5, 2016

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Executive Committee Chair

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L. Witherspoon, Treasurer



**TO: Administration & Finance Executive Committee**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: December 30, 2015**  
**SUBJECT: Northwestern Ontario Sports Hall of Fame Membership Request**

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**BACKGROUND**

At the December 15, 2015 Council meeting, the request received from the Northwestern Ontario Sports Hall of Fame and Museum, requesting financial assistance through a membership or donation was referred to the Administration & Finance Executive Committee for recommendation.

The Northwestern Ontario Sports Hall of Fame is a non-profit organization, raising of funds is needed to operate their regional sports museum and hall of fame, through their annual membership and fundraising drive.

The Town of Fort Frances has previously authorized a Business/Organization Membership Fee in the amount of \$60.00 for 2010, 2011, 2012, 2013 and 2014.

# Northwestern Ontario Sports Hall of Fame

## ANNUAL MEMBERSHIP & FUNDRAISING CAMPAIGN



### WE VALUE & NEED YOUR SUPPORT!

As a non-profit organization, the Northwestern Ontario Sports Hall of Fame must raise the funds needed to operate our regional sports museum and hall of fame. A big part of this challenge is met through our **Annual Membership and Fundraising Drive**. There are a various ways you can help:

- Purchase a **MEMBERSHIP**
- Make a tax deductible **DONATION** or **MONTHLY PLEDGE**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_ (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

#### MEMBERSHIP FEES

- ☐ Individual - \$25
- ☐ Family - \$40 (# in family \_\_\_\_\_)
- ☐ Business/Organization - \$60

✓ **YES I want to Help Preserve Our Sports Heritage!**

**Membership Total \$** \_\_\_\_\_

#### DONATION

*Spectator (\$1 - \$49) Loyal Fan (\$50 - \$199) Patron (\$200 - \$499) Benefactor (\$500 plus)*  
(tax receipt issued for donations & pledges)

☐ I would like to make a **DONATION** in the amount of: \$ \_\_\_\_\_

☐ I would like to **PLEDGE** \$ \_\_\_\_\_ for \_\_\_\_\_ months, for a total donation of \_\_\_\_\_

I would like my donation to be in Memory of \_\_\_\_\_

**Donation Total \$** \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED \$** \_\_\_\_\_

**Method of Payment** (✓ one): ☐ Cheque (made payable to NWO Sports Hall of Fame) ☐ MasterCard ☐ VISA ☐ Other

Credit Card No. \_\_\_\_\_ Expiry \_\_\_\_/\_\_\_\_ Signature \_\_\_\_\_

Please remit with payment to:

Northwestern Ontario Sports Hall of Fame  
219 May Street S Thunder Bay ON P7E 1B5

Phone (807) 622-2852 Fax (807) 622-2736 email: [nwosport@tbaytel.net](mailto:nwosport@tbaytel.net) [www.nwosportshalloffame.com](http://www.nwosportshalloffame.com)

Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone: 807-274-4561  
Fax: 807-274-3799

email: [town@fortfrances.com](mailto:town@fortfrances.com)  
[www.fort-frances.com](http://www.fort-frances.com)

December 15, 2015

Northwestern Ontario Sports Hall of Fame  
And Museum  
Attn: Diane Imrie, Executive Director  
219 May Street South  
Thunder Bay, Ontario  
P7E 1B5  
via e-mail [nwosport@tbaytel.net](mailto:nwosport@tbaytel.net)

Dear Ms. Imrie:

At their meeting December 15, 2015, Council referred the membership and fundraising request from the Northwestern Ontario Sports Hall of Fame to the Administration & Finance Executive Committee for recommendation.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to L. Witherspoon, Treasurer at 274-5323, ext 248.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Elizabeth Slomke, Clerk

ES/kl

c.c. Administration and Finance Executive Committee  
Attn: L. Witherspoon, Treasurer

**TO: Administration & Finance Executive Committee**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: December 31, 2015**  
**SUBJECT: Alzheimer Society Annual Charitable Dinner Request**

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**BACKGROUND**

At the December 15, 2015 Council meeting, the request received from the Alzheimer Society of Kenora/Rainy River Districts requesting purchase of the Forget Me Not tickets was referred to the Administration & Finance Executive Committee for recommendation.

The Alzheimer Society for the Kenora/Rainy River Districts annual charitable dinner, Forget Me Not, is being held at la Place Rendezvous on January 30, 2016. Tickets for this event are \$50.00 each or \$400.00 for a table of eight.

**YOU'RE INVITED**

**Annual Alzheimer  
Charitable Dinner**  
Forget Me Not

Saturday, January 30, 2016  
La Place Rendez-Vous  
5:30 p.m. Cocktails

*Alzheimer Society*  
KENORA/RAINY RIVER DISTRICTS

*Dinner . Entertainment . Prize Auction*

**Tickets \$50 each or \$400 (table of 8)**  
\$25 charitable tax receipt

**To purchase tickets, please call  
1.800.682.0245 or visit:**

- **La Place Rendez-Vous**
- **Northwoods Gallery and Gifts**
- **Emo Inn**
- **Dev-Lynne's Store**
- **Cloverleaf Easy Foods**

**Help support over 1000 people who are  
affected by Alzheimer's Disease in the  
Kenora and Rainy River District.**

Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: [town@fortfrances.com](mailto:town@fortfrances.com)  
[www.fort-frances.com](http://www.fort-frances.com)

December 15, 2015

Alzheimer Society of Kenora/Rainy River Districts  
618 9<sup>th</sup> Street North  
Kenora, Ontario  
P9N 2S9

via e-mail [info@alzheimerkrr.com](mailto:info@alzheimerkrr.com)

Dear Sir/Madam:

At their meeting December 14, 2015, Council referred the invitation for the Annual Alzheimer Charitable Dinner – Forget Me Not to the Administration & Finance Executive Committee for recommendation.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to L. Witherspoon, Treasurer, at 274-5323, ext 248.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Elizabeth Slomke, Clerk

ES/kl

c.c. Administration and Finance Executive Committee  
-Attn: L. Witherspoon, Treasurer

**TO: Administration & Finance Executive Committee**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: December 31, 2015**  
**SUBJECT: Fort Frances Border Skating Club Financial Request**

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**BACKGROUND**

At the December 15, 2015 Council meeting, the request received from the Fort Frances Border Skating Club financial request was referred to the Administration & Finance Executive Committee for recommendation with input from Community Services Executive Committee.

The Fort Frances Border Skating Club is hosting the Sunset Country Regional Skating Competition from January 29 – 31, 2016. As indicated in their letter, this competition is sanctioned by Skate Canada and provides an opportunity for skaters from across Northwestern Ontario showcase their skills and talents. The Club is requesting consideration of a donation towards the cost of ice rental fees.





Box 136 Fort Frances, Ontario P9A 3M5

December 7, 2015

Dear Mayor and Council,

Please accept this request for financial support on behalf of the Border Figure Skating Club.

The Border Figure Skating Club has been an active organization in our community for over 40 years and is currently providing a range of programming for approximately 70 figure skaters. This year, our Club has been selected to host the Sunset Country Regional Skating Competition from January 29-31, 2016. We have the honor of being the host club for our region approximately every five years. This competition is sanctioned by Skate Canada and provides an opportunity for skaters from across Northwestern Ontario to showcase their skills and talents.

The competition will be hosting approximately 200 skaters and their families from communities across Northwestern Ontario, as well as 25 coaches, 8 officials, and 3 data specialists. Evaluators will be travelling to our community from Sault Ste. Marie, Sioux Lookout and Thunder Bay. These guests will be staying at local hotels, eating in local restaurants, and shopping with local vendors. This event will be of great economic benefit to the Town of Fort Frances and surrounding area, and will also promote our area as a potential future tourist destination.

We are working diligently to try and offset the cost of the competition so that it is accessible to all skaters. The total cost for hosting this event is approximately \$25 000. In addition to the administrative costs of running the competition and travel and accommodation expenses for our evaluators, we will incur \$5000 in ice rental fees for using the Ice For Kids Arena. We respectfully ask Mayor and Council to consider making a donation towards the cost of the ice.

Any donations for the Regional Competition will be acknowledged in the program for our Annual Ice Show in April, and sponsors will be given an advertising spot in the program. We also invite Mayor and Council to help us officially extend a warm welcome to our guests by attending our opening ceremonies, which will be held on January 29th; more details will follow at a later date.

Thank you in advance for your time and consideration.

Sincerely,

Cristol Bailey  
Competition Chair, Border Skating Club  
[cristolbailey@hotmail.com](mailto:cristolbailey@hotmail.com)  
(807)274-5101





## Rental Contract / Permit Margin fix

Printed: 17 Sep 2015, 11:06 AM

User: mbelluz

Contract #: 9632  
Date: 07 Jul 2015

User: mbelluz  
Status: Tentative

Memorial Sports Centre, 740 Scott Street, Fort Frances, Ontario P9A 1H8 hereby grants Border Skating Club (hereinafter called the "Licensee") represented by Anne Renaud, permission to use the Facilities as outlined, subject to the Terms and Conditions of this Agreement contained herein and attached hereto all of which form part of this Agreement.

i) Purpose of Use  
Skating Club  
Border Skating Regional Competition

ii) Conditions of Use  
Cancellations and changes require fourteen (14) days notice or the renters are responsible for payment. All rentals are based on a 50 min hour to allow for ice flooding.

iii) Date(s) and Time(s) of Use  
# of Bookings: 5 Starting: Fri 29 Jan 16 08:00 AM Expected: 0  
Ending: Sun 31 Jan 16 06:45 PM

Facility/Equipment	Day	Start Date	Start Time	End Date	End Time	Fee	XFee	Tax	Total
Memorial Sports Centre - Ice For Kids Millennium	Fri	29 Jan 2016	08:00 AM	29 Jan 2016	10:00 PM	\$1,581.26	\$0.00	\$205.56	\$1,786.82
Memorial Sports Centre - Conference Room	Fri	29 Jan 2016	08:00 AM	31 Jan 2016	03:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - Auditorium	Fri	29 Jan 2016	02:00 PM	31 Jan 2016	12:00 PM	\$297.41	\$0.00	\$38.66	\$336.07
Memorial Sports Centre - Ice For Kids Millennium	Sat	30 Jan 2016	08:00 AM	30 Jan 2016	10:00 PM	\$1,581.26	\$0.00	\$205.56	\$1,786.82
Memorial Sports Centre - Ice For Kids Millennium	Sun	31 Jan 2016	07:45 AM	31 Jan 2016	06:45 PM	\$1,242.42	\$0.00	\$161.51	\$1,403.93

iv) Additional Fees

v) Payment Method

Rental Fees	Extra Fees	Tax	Rental Total	Damage Deposit	Total Applied	Balance	Current
\$4,702.35	\$0.00	\$611.29	\$5,313.64	\$0.00	\$0.00	\$5,313.64	\$0.00

Balance of rental due and payable immediately.

vi) Other Information

vii) Additional Notes

Auditorium - Memorial Sports Centre

Conference Room - Memorial Sports Centre

Ice For Kids Millennium - Memorial Sports Centre

The undersigned has read and on behalf of the Licensee agrees to be bound by this Permit/ License and the Terms and Conditions contained herein and attached hereto, and hereby warrants and represents that he/she executes this Permit/License on behalf of the Licensee and has sufficient power, authority and capacity to bind the Licensee with his/her signature.

X: \_\_\_\_\_ X: \_\_\_\_\_

Contract #: 9632  
Date: 07 Jul 2015

User: mbelluz  
Status: Tentative

Anne Renaud

Name: \_\_\_\_\_

Border Skating Club  
P.O. Box 136  
Fort Frances ON P9A 3M5  
Canada  
Home: ()  
Fax: (807)275-9415

Business: (807)274-1823

Title: \_\_\_\_\_

Memorial Sports Centre

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

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

Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: town@fortfrances.com  
www.fort-frances.com

December 15, 2015

Fort Frances Border Skating Club  
Attn: Cristol Bailey, Competition Chair  
via e-mail [cristolbailey@hotmail.com](mailto:cristolbailey@hotmail.com)

Dear Ms. Bailey:

At their meeting December 14, 2015, Council referred the financial request dated December 7, 2015 from Fort Frances Border Skating Club to the Administration & Finance Executive Committee for recommendation with input from the Community Services Executive Committee.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to L. Witherspoon, Treasurer, at 274-5323, ext 248, and J. Kabel, Manager Community Services, at 274-4561.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Elizabeth Slomke, Clerk

ES/kl

c.c. Administration and Finance Executive Committee  
-Attn: L. Witherspoon, Treasurer  
Community Services Executive Committee  
-Attn: J. Kabel, Mgr. Community Services

**TO:** Administration & Finance Executive Committee

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** December 30, 2015

**SUBJECT:** Request for Reconsideration M.O.S.

<b>RE:</b>	<b>750 Second Street W. (2015)</b>	<b>Roll# 5912-010-004-07101-0000</b>
	<b>1210 Olde Shambles Road (2015)</b>	<b>5912-010-005-02407-0000</b>
	<b>1701 Lyndy Place N. (2015)</b>	<b>5912-010-006-14326-0000</b>
	<b>706 Armit Ave (2015)</b>	<b>5912-020-005-03100-0000</b>
	<b>1106 Christie Ave. N. (2015)</b>	<b>5912-020-006-14608-0000</b>

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## **BACKGROUND**

Attached are the Minutes of Settlement for the 2015 taxation years under Section 39.1 of the *Assessment Act* from MPAC with regard to the following properties:

1. **750 Second Street W. – Residential (RT) CVA of 187,500 reduction to Residential (RT) CVA of 163,000 for 2015 taxation year resulting from adjustment for obsolescence and based on similar properties;**
2. **1210 Old Shambles Road - Residential (RT) Supplemental Billing CVA of 519,867 reduction to Residential (RT) CVA of 441,141 for 2015 taxation year resulting from updated structure data;**
3. **1701 Lyndy Place N. - Residential (RT) CVA of 338,750 reduction to Residential (RT) CVA of 302,000 for 2015 taxation year resulting from updated structure data;**
4. **706 Armit Ave. - Residential (RT) CVA of 182,250 reduction to Residential (RT) CVA of 171,000 for 2015 taxation year resulting nuisance adjustment;**
5. **1106 Christie Ave. N. - Residential (RT) CVA of 175,417 reduction to Residential (RT) CVA of 169,417 for 2015 taxation year resulting from unfinished structure allowance.**

The Municipality may object to the *Request for Consideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced properties filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. applications. Last date for a municipal appeal is as listed on the individual Requests for Reconsiderations.

That total financial impact of the Minutes of Settlement is \$2,815.13 consisting of a reduction of municipal revenue of \$2,521.57 and education revenue of \$293.56 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

2015 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS

Batch #	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	Capping Adjust	Penalty/ Interest	BIA	TOTAL
334 Days	2015	1.4.07101	-24,500	RTEP	0.01675018	0.00195	-410.38	-47.78								-458.16
	2015	1.5.02407	-78,726	RTEP	0.01675018	0.00195	-1,206.68	-140.48								-1,347.16
	2015	1.6.14326	-36,750	RTEP	0.01675018	0.00195	-615.57	-71.66								-687.23
	2015	2.5.03100	-11,250	RTEP	0.01675018	0.00195	-188.44	-21.94								-210.38
	2015	2.6.14608	-6,000	RTEP	0.01675018	0.00195	-100.50	-11.70								-112.20
Minutes of Settlement							-2,521.57	-293.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-2,815.13



MUNICIPAL PROPERTY  
ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION  
FONCIÈRE DES MUNICIPALITÉS

*MOS 2015-00008*  
**Request for Reconsideration  
Minutes of Settlement 2015 Tax Year**

**Questions?**

Call 1 866 296-MPAC (6722)

1 877 889-MPAC (6722) TTY

Monday to Friday - 8 a.m. to 5 p.m.

Web [www.mpac.ca](http://www.mpac.ca)

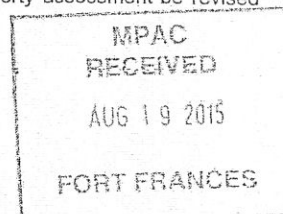
Fax 1 866 297-6703

Write P.O. Box 9808 Toronto, ON M1S 5T9

If you have any accessibility needs,  
please contact MPAC for assistance.

The Municipal Property Assessment Corporation (MPAC) received a Request for Reconsideration (RfR) for the property identified below. As a result of MPAC's review, we recommend your property assessment be revised according to the settlement shown below.

**Roll number** 59-12-020-006-14608-0000  
**Property location and description** 1106 CHRISTIE AVE N  
PLAN 48M360 LOT 3 PCL 3-1  
**Municipality** FORT FRANCES TOWN



Property Assessment	Current	Revised
2012 Current Value	\$183,000	\$175,000
2008 Current Value	\$152,669	\$152,669
Property Classification	Residential (RT)	Residential (RT)
Tax Year	Phased-in Assessment	Phased-in Assessment
2015	\$175,417	\$169,417
2016	\$183,000	\$175,000

**Reason(s) why your property assessment changed**

- Unfinished structure allowance

Please see reverse

Please check the appropriate box and sign below

I ☒ accept my revised assessment

or

I ☐ reject my revised assessment.

By signing, I agree the Request for Reconsideration (RfR) process is completed.

- I understand that if I accept the recommendation;
  - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
  - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
  - my property assessment will remain unchanged for the current year; and
  - I have the option of appealing to the Assessment Review Board by August 19, 2015.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

You must sign and return this form for the change to take effect this year.

Signature of property owner/representative X <i>Debra DeBeyo</i>	Print Name X <i>Debra DeBeyo</i>	Date (yyyy/mm/dd) <i>2015-08-16</i>
---	-------------------------------------	--

Signature of MPAC representative X <i>Walter Veneruzzo</i>	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2015/05/11
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Objection by Municipality

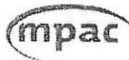
Municipal Signature X	Print Name X	Date (yyyy/mm/dd)
--------------------------	-----------------	-------------------

To finalize your RfR, your signed Minutes can be mailed in the prepaid envelope provided or faxed to 1 866 297-6703.

Last date for a Municipal Appeal: November 26, 2015

PLEASE NOTE: If there is any change in the law that affects the determination of the adjusted 2008 CVA used as the starting point to determine the phased-in assessments in these Minutes of Settlement, MPAC reserves the right to re-state the phase-in amounts included in the Settlement to comply with the statutory or regulatory change.

Tax Year: 2015 Roll Number: 59-12-020-006-14608-0000



MUNICIPAL PROPERTY  
ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION  
FONCIÈRE DES MUNICIPALITÉS

## Request for Reconsideration Minutes of Settlement 2015 Tax Year

### Questions?

Call 1 866 296-MPAC (6722)  
1 877 889-MPAC (6722) TTY  
Monday to Friday - 8 a.m. to 5 p.m.  
Web [www.mpac.ca](http://www.mpac.ca)  
Fax 1 866 297-6703  
Write P.O. Box 9808 Toronto, ON M1S 5T9

ANDERSON WARREN DALE  
ANDERSON ANITA DIANNA  
750 SECOND ST W  
FORT FRANCES ON P9A 3A1

If you have any accessibility needs,  
please contact MPAC for assistance.

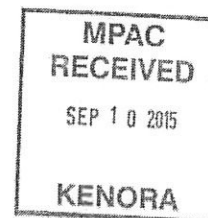
The Municipal Property Assessment Corporation (MPAC) received a Request for Reconsideration (RfR) for the property identified below. As a result of MPAC's review, we recommend your property assessment be revised according to the settlement shown below.

<b>Roll number</b>	59-12-010-004-07101-0000	
<b>Property location and description</b>	750 SECOND ST W PLAN SM193 PT BLK H RP RR759 PART 4 PCL BLK H-2	
<b>Municipality</b>	FORT FRANCES TOWN	
<b>Property Assessment</b>	<b>Current</b>	<b>Revised</b>
<b>2012 Current Value</b>	<b>\$195,000</b>	<b>\$163,000</b>
<b>2008 Current Value</b>	<b>\$165,000</b>	<b>\$165,000</b>
<b>Property Classification</b>	<b>Residential (RT)</b>	<b>Residential (RT)</b>
<b>Tax Year</b>	<b>Phased-in Assessment</b>	<b>Phased-in Assessment</b>
<b>2015</b>	<b>\$187,500</b>	<b>\$163,000</b>
<b>2016</b>	<b>\$195,000</b>	<b>\$163,000</b>

### Reason(s) why your property assessment changed

- Adjustment for Obsolescence
- Adjustment based on similar properties

Please see reverse





Please check the appropriate box and sign below

I ☒ accept my revised assessment


or

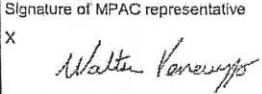
I ☐ reject my revised assessment.

By signing, I agree the Request for Reconsideration (RfR) process is completed.

- I understand that if I accept the recommendation;
  - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
  - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
  - my property assessment will remain unchanged for the current year; and
  - I have the option of appealing to the Assessment Review Board by October 28, 2015.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

You must sign and return this form for the change to take effect this year.

Signature of property owner/representative X 	Print Name X WARREN ANDERSON	Date (yyyy/mm/dd) AUG 31 - 2015
---	---------------------------------	------------------------------------

Signature of MPAC representative X 	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2015/07/20
---	--	---------------------------------

Objection by Municipality

Municipal Signature X	Print Name X	Date (yyyy/mm/dd)
--------------------------	-----------------	-------------------

To finalize your RfR, your signed Minutes can be mailed in the prepaid envelope provided or faxed to 1 866 297-6703.

Last date for a Municipal Appeal: January 2, 2016

**PLEASE NOTE:** If there is any change in the law that affects the determination of the adjusted 2008 CVA used as the starting point to determine the phased-in assessments in these Minutes of Settlement, MPAC reserves the right to re-state the phase-in amounts included in the Settlement to comply with the statutory or regulatory change.

Tax Year: 2015 Roll Number: 59-12-010-004-07101-0000



MUNICIPAL PROPERTY  
ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION  
FONCIÈRE DES MUNICIPALITÉS

2015 - 00011

## Request for Reconsideration Property Assessment Change Notice Minutes of Settlement 2015 Tax Year

EVANS NICOLE RENE  
EVANS JONATHAN DAVID  
1210 OLDE SHAMBLE RD  
FORT FRANCES ON P9A 3S7

### Questions?

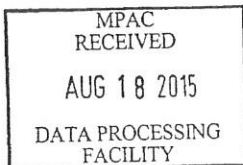
Call 1 866 296-MPAC (6722)  
1 877 889-MPAC (6722) TTY  
Monday to Friday - 8 a.m. to 5 p.m.

Web [www.mpac.ca](http://www.mpac.ca)

Fax 1 866 297-6703

Write P.O. Box 9808 Toronto, ON M1S 5T9

If you have any accessibility needs,  
please contact MPAC for assistance.



The Municipal Property Assessment Corporation (MPAC) received a Request for Reconsideration (RfR) for the property identified below. As a result of MPAC's review, we recommend your property assessment be revised according to the settlement shown below.

**Roll number** 59-12-010-005-02407-0000  
**Property location and description** 1210 OLDE SHAMBLES RD  
PLAN SM327 LOT 6 PT PCL 23300  
**Municipality** FORT FRANCES TOWN

Property Assessment	Current	Revised
Increase in assessed value as of Jan 1, 2012	\$538,000	\$457,000
Increase in assessed value as of Jan 1, 2008	\$457,469	\$385,564
<b>Effective Date</b>	<b>February 01, 2015</b>	<b>February 01, 2015</b>
<b>Property Classification</b>	<b>Residential (RT)</b>	<b>Residential (RT)</b>
<b>Tax Year</b>	<b>Phased-in Assessment</b>	<b>Phased-in Assessment</b>
2015	\$519,867	\$441,141
2016	\$538,000	\$457,000

Reason(s) why your property assessment changed

- Updated structure data

Please see reverse

Please check the appropriate box and sign below

I ☒ accept my revised assessment


or

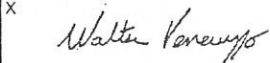
I ☐ reject my revised assessment.

By signing, I agree the Request for Reconsideration (RfR) process is completed.

- I understand that if I accept the recommendation;
  - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
  - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
  - my property assessment will remain unchanged for the current year; and
  - I have the option of appealing to the Assessment Review Board by November 10, 2015.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

You must sign and return this form for the change to take effect this year.

Signature of property owner/representative X 	Print Name X JONATHAN D. EVANS	Date (yyyy/mm/dd) 2015/08/10
---	-----------------------------------	---------------------------------

Signature of MPAC representative X 	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2015/08/03
---	--	---------------------------------

Objection by Municipality

Municipal Signature X	Print Name X	Date (yyyy/mm/dd)
--------------------------	-----------------	-------------------

To finalize your RfR, your signed Minutes can be mailed in the prepaid envelope provided or faxed to 1 866 297-6703.

Last date for a Municipal Appeal: January 2, 2016

**PLEASE NOTE:** If there is any change in the law that affects the determination of the adjusted 2008 CVA used as the starting point to determine the phased-in assessments in these Minutes of Settlement, MPAC reserves the right to re-state the phase-in amounts included in the Settlement to comply with the statutory or regulatory change.

Tax Year: 2015 Roll Number: 59-12-010-005-02407-0000



MUNICIPAL PROPERTY  
ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION  
FONCIÈRE DES MUNICIPALITÉS

11105 - 8015 - 00009  
**Request for Reconsideration**  
**Minutes of Settlement 2015 Tax Year**

**Questions?**

Call 1 866 296-MPAC (6722)  
1 877 889-MPAC (6722) TTY  
Monday to Friday - 8 a.m. to 5 p.m.  
Web www.mpac.ca  
Fax 1 866 297-6703  
Write P.O. Box 9808 Toronto, ON M1S 5T9

CAIN JASON DOUGLAS  
CAIN MICHELLE DAWN  
1701 LYNDY PL N  
FORT FRANCES ON P9A 3V4

If you have any accessibility needs,  
please contact MPAC for assistance.

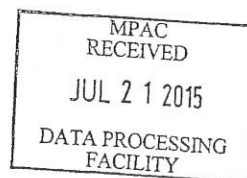
The Municipal Property Assessment Corporation (MPAC) received a Request for Reconsideration (RfR) for the property identified below. As a result of MPAC's review, we recommend your property assessment be revised according to the settlement shown below.

<b>Roll number</b>	59-12-010-006-14326-0000	
<b>Property location and description</b>	1701 LYNDY PLACE N PLAN 48M354 LOT 26 PCL 26-1	
<b>Municipality</b>	FORT FRANCES TOWN	
<b>Property Assessment</b>	<b>Current</b>	<b>Revised</b>
2012 Current Value	\$355,000	\$306,000
2008 Current Value	\$290,000	\$290,000
<b>Property Classification</b>	Residential (RT)	Residential (RT)
<b>Tax Year</b>	<b>Phased-in Assessment</b>	<b>Phased-in Assessment</b>
2015	\$338,750	\$302,000
2016	\$355,000	\$306,000

**Reason(s) why your property assessment changed**

- Updated structure data

Please see reverse



Please check the appropriate box and sign below

I ☒ accept my revised assessment

or

I ☐ reject my revised assessment.

By signing, I agree the Request for Reconsideration (RfR) process is completed.

- I understand that if I accept the recommendation;
  - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
  - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
  - my property assessment will remain unchanged for the current year; and
  - I have the option of appealing to the Assessment Review Board by September 30, 2015.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

You must sign and return this form for the change to take effect this year.

Signature of property owner/representative X <i>[Signature]</i>	Print Name X JASON CAIN	Date (yyyy/mm/dd) 2015/07/15
--	----------------------------	---------------------------------

Signature of MPAC representative X <i>[Signature]</i>	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2015/06/22
--	--	---------------------------------

Objection by Municipality

Municipal Signature X	Print Name X	Date (yyyy/mm/dd)
--------------------------	-----------------	-------------------

To finalize your RfR, your signed Minutes can be mailed in the prepaid envelope provided or faxed to 1 866 297-6703.

Last date for a Municipal Appeal: November 26, 2015

**PLEASE NOTE:** If there is any change in the law that affects the determination of the adjusted 2008 CVA used as the starting point to determine the phased-in assessments in these Minutes of Settlement, MPAC reserves the right to re-state the phase-in amounts included in the Settlement to comply with the statutory or regulatory change.

Tax Year: 2015 Roll Number: 59-12-010-006-14326-0000



MUNICIPAL PROPERTY  
ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION  
FONCIÈRE DES MUNICIPALITÉS

**Request for Reconsideration**  
**Minutes of Settlement 2015 Tax Year**

**Questions?**

Call 1 866 296-MPAC (6722)  
1 877 889-MPAC (6722) TTY  
Monday to Friday - 8 a.m. to 5 p.m.  
Web [www.mpac.ca](http://www.mpac.ca)  
Fax 1 866 297-6703  
Write P.O. Box 9808 Toronto, ON M1S 5T9

If you have any accessibility needs,  
please contact MPAC for assistance.

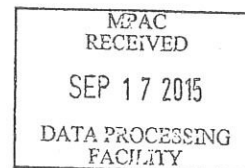
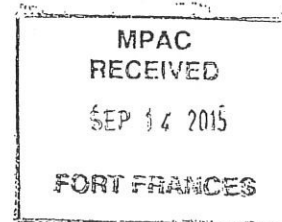
The Municipal Property Assessment Corporation (MPAC) received a Request for Reconsideration (RfR) for the property identified below. As a result of MPAC's review, we recommend your property assessment be revised according to the settlement shown below.

<b>Roll number</b>	59-12-020-005-03100-0000	
<b>Property location and description</b>	706 ARMIT AVE PSM2 BLK 3 LOT 5 S PT LOT 4 PCL 9103	
<b>Municipality</b>	FORT FRANCES TOWN	
<b>Property Assessment</b>	<b>Current</b>	<b>Revised</b>
<b>2012 Current Value</b>	<b>\$191,000</b>	<b>\$176,000</b>
<b>2008 Current Value</b>	<b>\$156,000</b>	<b>\$156,000</b>
<b>Property Classification</b>	<b>Residential (RT)</b>	<b>Residential (RT)</b>
<b>Tax Year</b>	<b>Phased-in Assessment</b>	<b>Phased-in Assessment</b>
<b>2015</b>	<b>\$182,250</b>	<b>\$171,000</b>
<b>2016</b>	<b>\$191,000</b>	<b>\$176,000</b>

**Reason(s) why your property assessment changed**

- Nuisance adjustment

Please see reverse



Please check the appropriate box and sign below

☒ accept my revised assessment

or

☐ reject my revised assessment.

By signing, I agree the Request for Reconsideration (RfR) process is completed.

- I understand that if I accept the recommendation;
  - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
  - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
  - my property assessment will remain unchanged for the current year; and
  - I have the option of appealing to the Assessment Review Board by September 30, 2015.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

You must sign and return this form for the change to take effect this year.

Signature of property owner/representative <i>Bruce Johnson</i>	Print Name <i>BRUCE JOHNSON</i>	Date (yyyy/mm/dd) <i>2015/09/14</i>
Signature of MPAC representative <i>Walter Veneruzzo</i>	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2015/08/31
Objection by Municipality		
Municipal Signature <i>X</i>	Print Name <i>X</i>	Date (yyyy/mm/dd)

To finalize your RfR, your signed Minutes can be mailed in the prepaid envelope provided or faxed to 1 866 297-6703.

Last date for a Municipal Appeal: January 19, 2016

**PLEASE NOTE:** If there is any change in the law that affects the determination of the adjusted 2008 CVA used as the starting point to determine the phased-in assessments in these Minutes of Settlement, MPAC reserves the right to re-state the phase-in amounts included in the Settlement to comply with the statutory or regulatory change.

Tax Year: 2015 Roll Number: 59-12-020-005-03100-0000

**TO:** Administration & Finance Executive Committee  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** December 30, 2015  
**SUBJECT:** 357/358 Applications for Tax Adjustment  
Re: 815 Scott Street (2015) Roll # 5912-030-001-11800-0000  
228 Sixth Street E. (2014 & 2015) 5912-010-007-07500-0000

---

## **BACKGROUND**

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2015 taxes for 815 Scott Street resulting from a garage demolition and adjustment from October 17/14 to December 31/14 and 2015 taxes for 228 Sixth Street E. resulting from a house demolition.

The Municipality may object to the applications for the above referenced properties filed under Section 39.1 of the *Assessment Act*. In accordance with Section 357 (5) of the *Municipal Act* on or before September 30 of the year following the year in respect of which the application was made, council shall hold a meeting at which the applicants may make presentations to council.

Section 357 (5) (b) of the *Municipal Act* states that the Municipality must notify the applicant(s) of the meeting by mail sent 14 days before the meeting. Notice of Hearing to consider this Section 357/358 application for 2015 was delivered to the applicant on December 23, 2015 indicating notification that the public hearing is scheduled for Monday, January 11, 2016.



2015 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS

Batch #	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	Capping Adjust	Penalty/Interest	BIA	TOTAL
TX02090	78 Days Oct 15/15	3.1.118	-2,981	RTEP	0.01675018	0.00195	-10.67	-1.24	0.00	0.00	0.00	0.00	0.00	0.00		-11.91
357/358 Applications							-10.67	-1.24	0.00	0.00	0.00	0.00	0.00	0.00		-11.91
TX02089	76 Days Oct 17/14	1.7.075	-34,325	RTEP	0.01687815	0.00203	-120.63	-14.51								-135.14
	2015	1.7.075	-35,663	RTEP	0.01675018	0.00195	-597.36	-69.54								-666.90
357/358 Applications							-717.99	-84.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-802.04

Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: [town@fortfrances.com](mailto:town@fortfrances.com)  
[www.fort-frances.com](http://www.fort-frances.com)

December 23, 2015

Tracy L. Bourassa  
815 Scott Street  
Fort Frances, Ontario  
P9A 1J3

Dear Ms. Bourassa:

**Re: Hearing to Consider Section 357/358 Applications**

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on Monday, January 11, 2016 in the Council Chambers located at the Civic Centre, 320 Portage Avenue, Fort Frances. The Committee of the Whole begins at 5:30 p.m.

The Council of the Town of Fort Frances will be conducting the hearing to consider Section 357/358 Applications, including the application with regard to property located at 815 Scott Street in Fort Frances.

The hearing will give you the opportunity to speak to the application (copy of applications enclosed) if you should so desire.

Sincerely,

  
Laurie A. Witherspoon, CMO  
Treasurer

Enc.

## SECTION 357/358 APPLICATION

Application/Appeal #

## TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Taxation Year:

2015

Municipality: TOWN OF FORT FRANCES Roll Number: 59-12-030-001-118-00  
 Property Address: 815 SCOTT ST Applicant Name: TRACY BOURASSA  
 Owner Name: TRACY BOURASSA Contact Number: 876-2042  
 Mailing Address: 815 SCOTT ST Alternative Num: \_\_\_\_\_  
LE ON P9A 153

Reason for Application: (Check one box only)

- ☐ Ceases to be liable for tax at rate it was taxed - 357(1)(a) ☐ Sickness or extreme poverty - 357(1)(d.1)  
☐ Became exempt - 357(1)(c) ☐ Mobile unit removed - 357(1)(e)  
☒ Razed by fire, demolition or otherwise - 357(1)(d)(i) ☐ Gross or manifest clerical/factual error - 357(1)(f)  
☐ Damaged and substantially unusable - 357(1)(d)(ii) ☐ Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)

Details of Reason:

GARAGE DEMOLISHED - CARPORT TO BE  
ERECTED

Effective from:

15/08/15 to 31/12/15

Applicant Signature:

Mary Bourassa

Date:

31/10/15  
 (MM/DD/YY)

## ASSESSMENT REPORT: MUNICIPALITY

## ASSESSOR

Assessment Roll  
As ReturnedRevised Since  
Roll Return
☐

Enter Revisions Below

Assessment Report

School Bd:

☐ Eng

☐ Fr

☐ Other

☐ No Change In Assessment

☐ S357 Required for Next Year

RTC/RTQ	2005 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2005 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
<u>RTP</u>			<u>78,500</u>					

Revised:

Reason for Change (Assessor Comments):

Reason Original Assessment Revised:

Assessor Name:

Signature:

Date:

## TREASURER'S REPORT ON TAX LIABILITY

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy
<u>RTEP</u>	<u>-2,981</u>	<u>.01870018</u>	<u>78</u>	<u>11.91</u>	<u>1,467.97</u>

Recommended: ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount \$ 11.91

Comments:

Treasury Position:

Treasurer

Signature:

Aurie A. Witherspoon

Date:

12/23/15

## COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY):

01/11/16

☐ Approved ☐ Amended & Approved ☐ Not Approved ☐ Applicant Did Not Appear ☐ Application Abandoned

Reason:

Appeared for Applicant

Appeared for Municipality

Signature of Council/ARB Member

Name/Title

(442) 2015-00003

Application made under Sec 357/358/359 of the Municipal Act, 2001  
MPAC'S RESPONSE

Taxing Authority:	Fort Frances	Application #:	8749452
Roll #:	5912 030 001 118 00	Application Reason:	Demolition
Address:	815 Scott St	Tax Year:	2015
Claimed Relief Period:		From	Oct.15 To Dec.31

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Property Class	2012 CVA as returned or most recently revised for taxation year noted in application	2015 Phased-In Amount as returned or most recently revised	CVA as revised (Sec 40 or Sec 39.1) if applicable OR after the correction of a factual error. (CVA)	Notional Value of Structure damaged, demolished, razed or removed OR undergoing repairs or renovations (CVA)	Notional Value of Property (land and any remaining bldgs.) after damage, demolition, razing or removal OR undergoing repairs or renovations (CVA)	Assessment			
						2008 CVA	2012 CVA	2015 Phased-In Value Attributed to Value in (H)	2014 Phased-In Value Attributed to Value in (H)
RT	79,000	78,500		3,000	76,000	77,000	76,000	78,500	78,000
								0	0
								0	0
To:								0	0
RT	76,000	75,519				74,076	76,000	75,519	75,038
								0	0
								0	0
								0	0


MPAC's Remarks:

MPAC has learned that the garage was demolished on or about Oct. 15, 2015.

Factor Methodology

Shown below is the CVA and classification that would have been returned for the taxation year of the application in order to reflect the physical circumstances and use set out in the application provided that those circumstances had existed at roll return.

Property Class	2008 CVA	2012 CVA	2015 Phased-In Value	2014 Phased-In Value	Factor Methodology Applied
RT	\$74,076	\$76,000	75,519	75,038	PSDF
			0	0	
			0	0	
			0	0	
			0	0	
			0	0	

MPAC Representative Name:	Monte Ross
MPAC Representative Signature:	
Date:	10/28/2015

Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: [town@fortfrances.com](mailto:town@fortfrances.com)  
[www.fort-frances.com](http://www.fort-frances.com)

December 23, 2015

Clayton R. Beck  
Tricia K. Beck  
228 Sixth Street E.  
Fort Frances, Ontario  
P9A 1W7

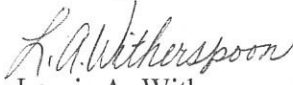
Dear Mr. & Mrs. Beck:

**Re: Hearing to Consider Section 357/358 Applications**

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on Monday, January 11, 2016 in the Council Chambers located at the Civic Centre, 320 Portage Avenue, Fort Frances. The Committee of the Whole begins at 5:30 p.m.

The Council of the Town of Fort Frances will be conducting the hearing to consider Section 357/358 Applications, including the application with regard to property located at 228 Sixth Street E. in Fort Frances.

The hearing will give you the opportunity to speak to the application (copy of applications enclosed) if you should so desire.

Sincerely,  
  
Laurie A. Witherspoon, CMO  
Treasurer

Enc.



## SECTION 357/358 APPLICATION

Application/Appeal #

## TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Taxation Year:

Municipality:

TOWN OF FORT FRANCES

Roll Number:

59-12-010-001-075-00

Property Address:

828 514TH ST E

Applicant Name:

TRICIA BECK

Owner Name:

CLAYTON &amp; TRICIA BECK

Contact Number:

807-274-4541

Mailing Address:

828 514TH ST E

Alternative Num:

807-271-3345

FEEN PQA 1W7

Reason for Application: (Check one box only)

- ☐ Ceases to be liable for tax at rate it was taxed - 357(1)(e)
 ☐ Sickness or extreme poverty - 357(1)(d.1)
- ☐ Became exempt - 357(1)(c)
 ☐ Mobile unit removed - 357(1)(e)
- ☒ Razed by fire, demolition or otherwise - 357(1)(d)(i)
 ☐ Gross or manifest clerical/factual error - 357(1)(f)
- ☐ Damaged and substantially unusable - 357(1)(d)(ii)
 ☐ Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)

Details of Reason: HOUSE DEMOLISHED - TO BE REBUILT

Effective from:

10/17/14 to 12/31/14

Applicant Signature:

Tricia Beck

Date: 08/05/15

ASSESSMENT REPORT:

MUNICIPALITY

ASSESSOR

Assessment Roll  
As ReturnedRevised Since  
Roll Return☐

Enter Revisions Below

Assessment Report

School Bd:

☐ Eng☐ Fr☐ Other☐ No Change In Assessment☐ S357 Required for Next Year

RTC/RTQ	2005 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2005 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
RTEP			171,000					

Revised:

Reason for Change (Assessor Comments):

Reason Original Assessment Revised:

Assessor Name:

Signature:

Date: 1/1/15

## TREASURER'S REPORT ON TAX LIABILITY

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy
RTEP	-34,325	.01890815	76	135.14	1,455.93

Recommended: ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount \$135.14

Comments:

Treasury Position:

Treasurer

Signature:

Kevin A. Witherspoon

Date: 12/23/15

## COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY):

01/11/16

☐ Approved
 ☐ Amended & Approved
 ☐ Not Approved
 ☐ Applicant Did Not Appear
 ☐ Application Abandoned
 

Reason:

Appeared for Applicant

Appeared for Municipality

Signature of Council/ARB Member

Name/Title

(442) 2014-00011

Application made under Sec 357/358/359 of the Municipal Act, 2001  
MPAC'S RESPONSE

Taxing Authority:	Town of Fort Frances	Application #:	8702506
Roll #:	5912 010 007 075 00	Application Reason:	Demolition
Address:	228 Sixth St E	Tax Year:	2014
		Claimed Relief Period:	From Oct. 17 To Dec.31

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Property Class	2012 CVA as returned or most recently revised for taxation year noted in application	2014 Phased-In Amount as returned or most recently revised	CVA as revised (Sec 40 or Sec 39.1) if applicable OR after the correction of a factual error. (CVA)	Notional Value of Structure damaged, demolished, razed or removed OR undergoing repairs or renovations (CVA)	Notional Value of Property (land and any remaining bldgs.) after damage, demolition, razing or removal OR undergoing repairs or renovations (CVA)	Assessment			
						2008 CVA	2012 CVA	2014 Phased-In Value Attributed to Value in (H)	2013 Phased-In Value Attributed to Value in (H)
RT	83,000	77,000		37,000	46,000	71,000	83,000	0	0
TO:								0	0
RT	46,000	42,675				39,349	46,000	42,675	41,012
								0	0
								0	0

MPAC's Remarks:

MPAC has learned that the home was demolished on or about October 17, 2014. The application was made past the due date of Feb. 28, 2015.

Factor Methodology

Shown below is the CVA and classification that would have been returned for the taxation year of the application in order to reflect the physical circumstances and use set out in the application provided that those circumstances had existed at roll return.

Property Class	2008 CVA	2012 CVA	2014 Phased-In Value	2013 Phased-In Value	Factor Methodology Applied
RT	\$39,349	\$46,000	42,675	41,012	PSDF
			0	0	
			0	0	
			0	0	
			0	0	
			0	0	

MPAC Representative Name:

Monte Ross

MPAC Representative Signature:

*Monte Ross*

Date:

19-Aug-15



## SECTION 357/358 APPLICATION

## TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Application/Appeal #

Taxation Year  
2015Municipality: TOWN OF FORT FRANCESRoll Number: 59.12.010.007.075.00Property Address: 828 SIXTH ST EApplicant Name: TRICIA BECKOwner Name: CLAYTON & TRICIA BECKContact Number: 807-274-4541Mailing Address: 828 SIXTH ST EAlternative Num: 807-271-3345FF ON P99 1W7

Reason for Application: (Check one box only)

☐ Ceases to be liable for tax at rate it was taxed - 357(1)(a)☐ Sickness or extreme poverty - 357(1)(d.1)☐ Became exempt - 357(1)(c)☐ Mobile unit removed - 357(1)(e)☒ Razed by fire, demolition or otherwise - 357(1)(d)(i)☐ Gross or manifest clerical/factual error - 357(1)(f)☐ Damaged and substantially unusable - 357(1)(d)(ii)☐ Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)Details of Reason: HOUSE DEMOLISHED / RESULTEffective from: 01/01/15 to 04/02/15  
(MM/DD/YY)Applicant Signature: Tricia BeckDate: 08/05/15  
(MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY

ASSESSOR

Assessment Roll  
As ReturnedRevised Since  
Roll Return☐

Enter Revisions Below:

Assessment Report

School Bd: ☐ Eng ☐ Fr ☐ Other☐ No Change in Assessment☐ S357 Required for Next Year

RTC/RTQ	2005 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2005 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
<u>RTEP</u>			<u>80,880</u>					

Revised:

Reason for Change (Assessor Comments):

Reason Original Assessment Revised:

Assessor Name:

Signature:

Date: 1/1/15

## TREASURER'S REPORT ON TAX LIABILITY

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy
<u>RTEP</u>	<u>-35,663</u>	<u>.01876018</u>	<u>365</u>	<u>666.90</u>	<u>1,496.01</u>

Recommended: ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount: \$666.90

Comments:

Treasury Position: TreasurerSignature: Shirley A. WitherspoonDate: 12/23/15

## COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY): 01/11/16☐ Approved☐ Amended & Approved☐ Not Approved☐ Applicant Did Not Appear☐ Application Abandoned

Reason:

Appeared for Applicant

Appeared for Municipality

Signature of Council/ARB Member

Name/Title



(442) 2015-00004

Application made under Sec 357/358/359 of the Municipal Act, 2001  
MPAC'S RESPONSE

Taxing Authority: <b>Fort Frances Town</b> Roll #: <b>5912 010 007 075 00</b> Address: <b>228 Sixth St E</b>	Application #: <b>8721107</b> Application Reason: <b>Demolition</b> Tax Year: <b>2015</b> Claimed Relief Period: <b>From Jan.1 To Dec.31</b>
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(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Property Class	2012 CVA as returned or most recently revised for taxation year noted in application	2015 Phased-In Amount as returned or most recently revised	CVA as revised (Sec 40 or Sec 39.1) if applicable OR after the correction of a factual error. (CVA)	Notional Value of Structure damaged, demolished, razed or removed OR undergoing repairs or renovations (CVA)	Notional Value of Property (land and any remaining bldgs.) after damage, demolition, razing or removal OR undergoing repairs or renovations (CVA)	Assessment			
						2008 CVA	2012 CVA	2015 Phased-In Value Attributed to Value in (H)	2014 Phased-In Value Attributed to Value in (H)
RT	83,000	80,000		37,000	46,000	71,000	83,000	80,000	77,000
								0	0
								0	0
TO:								0	0
RT	39,349	44,337				39,349	46,000	44,337	42,675
								0	0
								0	0
								0	0

MPAC's Remarks:

MPAC has learned that the home was demolished on or about Oct. 17, 2014.

Factor Methodology

Shown below is the CVA and classification that would have been returned for the taxation year of the application in order to reflect the physical circumstances and use set out in the application provided that those circumstances had existed at roll return.

Property Class	2008 CVA	2012 CVA	2015 Phased-In Value	2014 Phased-In Value	Factor Methodology Applied
RT	\$39,349	\$46,000	44,337	42,675	PSDF
			0	0	
			0	0	
			0	0	
			0	0	
			0	0	

MPAC Representative Name:	Monte Ross
MPAC Representative Signature:	<i>Monte Ross</i>
Date:	8/19/2015

**TO:** Administration & Finance Executive Committee  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** December 30, 2015  
**SUBJECT:** 2016 Temporary Borrowing to Meet Current Expenditures

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**BACKGROUND**

Section 407 of the Municipal Act authorizes the Town to provide for temporary borrowing, until taxes are collected and other revenue is received, necessary to meet the current expenditures of the municipality for the year. Pursuant to the Act, the total amount borrowed at any one time plus any outstanding principal borrowed and accrued interest shall not exceed 50 per cent of the total estimated revenues of the municipality from January 1 to September 30 and 25 per cent of the total estimated revenues of the municipality from October 1 to December 31 for the year.

Attached is the CIBC required documentation for borrowing for the 2016 fiscal year. An authorizing by-law must be passed.



By-Law No. \_\_\_\_\_

A by-law authorizing the borrowing of money to meet current expenditures of the council of The Town of Fort Frances  
(the "Municipality")

- A. In accordance with subsection 407(1) of the Ontario *Municipal Act*, S.O. 2001, c.25 (the "Act"), the Municipality considers it necessary to borrow the amount of \$ 4,000,000.00 to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year.
- B. Pursuant to subsection 407(2) of the Act, the total amount borrowed pursuant to this by-law together with the total of any similar borrowings is not to exceed the limits set forth in that subsection or other relevant sections of the Act and if so required under subsection 407(2), the Municipality shall have obtained the approval of the Ontario Municipal Board.

Therefore, the Council of the Municipality enacts as follows:

1. The Head and the Treasurer are authorized on behalf of the Municipality to borrow from time to time from **Canadian Imperial Bank of Commerce** ("CIBC") a sum or sums not exceeding in the aggregate \$ 4,000,000.00 to meet, until taxes are collected, the current expenditures of the Municipality for the year pursuant to subsection 407(1) of the Act, and to execute any documents that are required in connection with the borrowing of the above sum, plus interest, at a rate to be agreed upon from time to time with CIBC, in addition to any reasonable charges of CIBC associated with this borrowing.
2. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year and in previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
4. The Treasurer is authorized to furnish to CIBC a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.



\_\_\_\_\_  
Head of the Municipality

\_\_\_\_\_  
Clerk

I hereby certify that the foregoing is a true and complete copy of the By-law numbered above of the Municipality in the Province of Ontario, duly passed at a meeting of the Council of the Municipality and that this By-law is in full force and effect.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness the corporate seal



\_\_\_\_\_  
Clerk

**TO:** Administration & Finance Executive Committee  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** December 30, 2015  
**SUBJECT:** Interim Tax Levy for 2016

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### **BACKGROUND**

Section 317 of the *Municipal Act* authorizes the municipality to pass a by-law to provide for an interim tax levy. The levy cannot exceed 50% of the total amount of taxes for municipal and school purposes levied on the property for the previous year, however does provide the authority to make adjustments if the amount that would be raised is extreme for any reason.

It is in the best interest of the municipality to begin the collection of taxes each year in a timely manner in order to reduce borrowing costs. The traditional due dates for interim taxes are the last working day in February 2016 (February 29<sup>th</sup>) and the last working day in March 2016 (March 31<sup>st</sup>).

TOWN OF FORT FRANCES

BY-LAW NO.     /16

(Being a by-law to provide for an interim tax levy in the year 2016 and to provide for penalty and interest to be charged on the unpaid balance for late payment of said interim taxes, all as provided for in the *Municipal Act, 2001*, (the "Act"), S.O. 2001, Chapter 25, Sections 307, 317, and 345.)

WHEREAS Section 317 (1) of the Act, as amended, provides that the Council of a local municipality, before the adoption of the estimates for the year, may pass a by-law to levy amounts on the assessment of property in the local municipality rateable for local municipal purposes;

AND WHEREAS in Section 317 (3), paragraph 1, the amount levied shall not exceed the prescribed percentage, or 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year;

AND WHEREAS Section 317 (9) provides an exception that Council has the authority to adjust the interim taxes levied on particular properties if they are of the opinion that the interim tax levy on those particular properties is too high or too low in comparison to the estimate of the current year total taxes on those properties;

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

1. That before the adoption of the estimates for 2016, there shall be levied by taxation in the Town of Fort Frances an adjusted annualized property tax as provided for in the *Municipal Act, 2001*, Section 317.

2. That the Interim taxes levied under this By-Law shall be payable in 2 instalments, the first being fifty (50)% of the total taxes levied and the second being the remaining balance of said taxes with due dates for payment as follows:

First Instalment: February 29, 2016

Second Instalment: March 31, 2016

3. That pursuant to Section 345 there shall be imposed on the first day of default a penalty of one and one-quarter (1¼) per cent on each instalment of taxes payable as herein provided or part thereof remaining unpaid after the same shall become due and payable.

4. That pursuant to Section 345 there shall be imposed interest of one and one-quarter (1¼) per cent on each instalment of taxes payable as herein provided or part thereof remaining unpaid after the first day of default on the first day of each calendar month in which default continues until the 31<sup>st</sup> day of December 2016.

5. That the Treasurer, not later than twenty-one (21) days prior to the date that the first instalment is due shall mail or cause to be mailed to the address of the residence or place of business of each person taxed, a tax notice setting out the amount of each instalment, the date by which it is to be paid and the penalty charge imposed for late payment.

6. That all taxes shall be paid to the Corporation of the Town of Fort Frances.

7. That the Treasurer is hereby empowered to accept part payment from time to time on account of any taxes due.

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

READ THREE TIMES and finally passed in open Council this 11<sup>th</sup> day of January 2016.

\_\_\_\_\_  
R. Avis, Mayor

\_\_\_\_\_  
E. Slomke, Clerk



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/132**

**TO: Administration & Finance Executive Committee**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: December 31, 2015**  
**SUBJECT: Multi-Use/Tennis Court Committee RFP Development Request**

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**BACKGROUND**

Attached is a copy of the letter received from Rick Wiedenhoeft, Chair Multi-Use/Tennis Court Committee requesting consideration of RFP development for the multi-use/tennis court construction.

As indicated in their letter, the committee lacks the expertise in many areas of development and building such a facility. The committee is requesting consideration of accessing the Town's staff and their expertise in the development of a RFP for the construction of the multi-use/tennis court facility.

To : Mayor and Council

Town of Fort Frances

320 Portage Ave. P9A 3P9

Friday December 18, 2015



As you are well aware the Multiuse/Tennis Court Committee recently recieved confirmation of a \$150,000.00 grant from the Trillium Foundation. Along with community donations and the Town's contribution of \$112,000.00, that brings our fund raising total to over \$300,000.00.

We recently met with the Rainy River District School Board Finance Committee for the fourth time and at their meeting on December 15th, 2015, the committee passed a resolution, to be sent to the whole Board in January, " to match the contribution of the Town of Fort Frances" Their contribution of \$112,000.00 will bring our total fund raising to just over \$400,000.00.

Our latest estimates for four "all in" top quality courts brings our costs in at just over \$400,000.00. That is fantastic news and we look forward to a shovel in the ground this coming May or June.

As our committee lacks the expertise in many areas of development and building such a facility and we don't want to make any mistakes that will cost us money, time or quality of the courts, we need your help.

Would the Town be willing to allow us to use your exstensive technical expertise in the development of an RFP so that we will get the quality courts that will last for many, many years with low maintenance costs and few headaches.

With your help the Community will be playing Pickel Ball and Tennis in the late summer of 2016 and the schools will be able to expand their " outdoor lifetime fitness " program in the fall. A tremendous and very satisfying result.

Sincerely Yours

Rick Wiedenhoeft, Chair



**TO:** Administration & Finance Executive Committee  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** December 31, 2015  
**SUBJECT:** Request for Reconsideration M.O.S.  
**RE:** 400 Central Ave. (2014 & 2015) Roll #5912-020-007-13300-0000

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## **BACKGROUND**

Attached are the Minutes of Settlement for the 2015 taxation years under Section 39.1 of the *Assessment Act* from MPAC with regard to the following property:

1. **400 Central Ave. – Commercial (CP) CVA of 19,000 and (CG) CVA of 297,000 to Commercial (CG) CVA of 316,000 for 2014 & 2015 taxation years resulting from change in property use.**

The Municipality may object to the *Request for Consideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced properties filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. applications. Last date for a municipal appeal is as listed on the individual Requests for Reconsiderations.

That total financial impact of the Minutes of Settlement is \$457.90 consisting of a reduction of municipal revenue of \$0.00 and education revenue of \$457.90 as listed in the attached Write-offs/Tax Account Adjustment worksheet.



MUNICIPAL PROPERTY  
ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION  
FONCIÈRE DES MUNICIPALITÉS

## Request for Reconsideration Minutes of Settlement 2014 Tax Year

### Questions?

Call 1 866 296-MPAC (6722)  
1 877 889-MPAC (6722) TTY  
Monday to Friday - 8 a.m. to 5 p.m.  
Web [www.mpac.ca](http://www.mpac.ca)  
Fax 1 866 297-6703  
Write P.O. Box 9808 Toronto, ON M1S 5T9

If you have any accessibility needs,  
please contact MPAC for assistance.

The Municipal Property Assessment Corporation (MPAC) received a Request for Reconsideration (RfR) for the property identified below. As a result of MPAC's review, we recommend your property assessment be revised according to the settlement shown below.

**Roll number** 59-12-020-007-13300-0000  
**Property location and description** 400 CENTRAL AVE  
PLAN ALB LOTS N O & PT R PCL 20795  
**Municipality** FORT FRANCES TOWN

### Current Property Assessment

Property Classification	2008 Current Value	2012 Current Value	Phased-in Assessment for Tax Years		
			2014	2015	2016
Commercial Payment in Lieu: Taxable Tenant of Province (CP)	\$23,000	\$19,000	\$19,000	\$19,000	\$19,000
Commercial Payment in Lieu: General (No Education Taxes) (CG)	\$358,000	\$297,000	\$297,000	\$297,000	\$297,000
<b>Total:</b>	<b>\$381,000</b>	<b>\$316,000</b>	<b>\$316,000</b>	<b>\$316,000</b>	<b>\$316,000</b>

### Revised Property Assessment

Property Classification	2008 Current Value	2012 Current Value	Phased-in Assessment for Tax Years		
			2014	2015	2016
Commercial Payment in Lieu: General (No Education Taxes) (CG)	\$0	\$0	\$0	\$0	\$0
	\$380,902	\$316,000	\$316,000	\$316,000	\$316,000
<b>Total:</b>	<b>\$380,902</b>	<b>\$316,000</b>	<b>\$316,000</b>	<b>\$316,000</b>	<b>\$316,000</b>

### Reason(s) why your property assessment changed

- Change in property use

Please see reverse

Please check the appropriate box and sign below

I ☐ **accept** my revised assessment

or


I ☐ **reject** my revised assessment.

By signing, I agree the Request for Reconsideration (RfR) process is completed.

- I understand that if I accept the recommendation;
  - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
  - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
  - my property assessment will remain unchanged for the current year; and
  - I have the option of appealing to the Assessment Review Board by November 24, 2015.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

**You must sign and return this form for the change to take effect this year.**

Signature of property owner/representative X	Print Name X	Date (yyyy/mm/dd)
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Signature of MPAC representative X 	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2015/08/17
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Objection by Municipality

Municipal Signature X	Print Name X	Date (yyyy/mm/dd)
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**To finalize your RfR, your signed Minutes can be mailed in the prepaid envelope provided or faxed to 1 866 297-6703.**

Last date for a Municipal Appeal:

**PLEASE NOTE:** If there is any change in the law that affects the determination of the adjusted 2008 CVA used as the starting point to determine the phased-in assessments in these Minutes of Settlement, MPAC reserves the right to re-state the phase-in amounts included in the Settlement to comply with the statutory or regulatory change.

Tax Year: 2014 Roll Number: 59-12-020-007-13300-0000



MUNICIPAL PROPERTY ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION FONCIÈRE DES MUNICIPALITÉS

August 17, 2015

DG00823 1/9 0815 RfR-MoS

PROVINCE OF ONTARIO MINISTER  
C/O INFRASTRUCTURE ONTARIO  
1 DUNDAS ST W SUITE 2000  
TORONTO ON M5G 2L5

**Re: Roll # 59-12-020-007-13300-0000**

Dear Property Owner:

I am writing to provide you with the results of the Request for Reconsideration (RfR) you filed on March 29, 2014 with the Municipal Property Assessment Corporation (MPAC). The RfR was for the 2014 property tax year for your property located at 400 CENTRAL AVE.

In order to conduct an effective review, we considered:

- the concerns outlined in your RfR;
- the property information we have on our records;
- the assessed values of comparable properties in the area; and
- the correctness of the tax classification we have on your property.

Based on our analysis, a change to your assessment is recommended from \$316,000 to \$316,000 for the legislated valuation date of January 1, 2012.

Enclosed are two copies of the Minutes of Settlement. The Minutes of Settlement indicate the revised assessment and the reason(s) "Why your property assessment changed".

**Please sign one copy of the Minutes of Settlement, indicating whether you accept or reject our recommendation, and return it to our office within 45 days.** The second copy is for your records.

Upon receipt, we will notify the municipality and the Assessment Review Board (ARB) of your decision.

If you do not agree with our recommendation and decide not to accept the Minutes of Settlement, you have the option of appealing with the ARB. Your Appeal deadline is **November 24, 2015**. For information about filing an Appeal, please visit the ARB's website at [www.arb.gov.on.ca](http://www.arb.gov.on.ca) or call 1 866 448-2248 or 416 212-6349.

**Please note:** Your municipality has the option to object to these Minutes of Settlement and Appeal to the ARB.

If you do not return a signed copy of the Minutes of Settlement, your assessment will remain unchanged for the 2014 property tax year.

If you have any questions about your RfR or have any accessibility needs, please contact us at 1 866 296-MPAC (6722) or 1 877 TTY-MPAC (6722).

Sincerely,

Walter Veneruzzo  
Director, Valuation and Customer Relations

Enclosure