

# TOWN OF FORT FRANCES

## AGENDA - May 24th, 2016

### COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 60) 5:30 PM

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof.**
4. **In-Camera:**
  - 4.1 Identifiable Individual - Business Opportunity (Councillor Perry will speak to this item).
  - 4.2 Potential Property Disposition.
5. **Public Session Resumes in Council Chambers:**
6. **Council Reports on Board & Committee Activity:**
7. **Consent Agenda:**
  - 7.1 Request from J. Gladu - Installation of Bench Along Waterfront Parkway between Crowe Avenue and Mosher Avenue. 4 - 7  
  
-approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to ensure that Mr. Gladu be responsible for all costs related to "Select Bench", Freight costs and plaque from Fort Frances General Supply at an estimated cost of \$1542.84 plus hst; that the Town will supply labour and materials to construct the foundation of the select bench;and further that the Town will supply the labour for installation.
  - 7.2 April 2016 Drinking Water Systems Monthly Summary Report. 8 - 15  
  
-approval of this report agree with the recommendations of the Operations and Facilities Executive Committee to accept the April 2016 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.
  - 7.3 Economic Development Advisory Committee resolution - Lease Agreement to Tourism Building (400 Central Ave.). 16  
  
-approval of this report will agree with the recommendation of the Administration and Finance Executive Committee to approve the

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	resolution passed by the Economic Development Advisory Committee for Mayor and Council to commence discussions with the Ministry of Infrastructure to 1) Secure a reduced lease rate for operation of the Tourist Information Building at 400 Central Avenue; and 2) The removal of the clause in the current agreement respecting the sublet or carry on of other commercial activity within the current facilities to allow for new vendors.	
7.4	2016 Children's Complex Funding - Rainy River District Social Services Administration Board.  -approval of this report will agree with the Community Services Executive Committee to authorize executing the 2016 Service Provider Contract with RRDSSAB and further that an authorizing by-law be prepared.	17 - 26
7.5	Sunny Cove Camp Rental Schedule.  -approval of this report will agree with the Community Services Executive Committee to authorize the Community Services Division to book Sunny Cove Camp as fully as possible during the shoulder seasons with any functions that may be requested to maximize revenue generation while respecting the contractual obligations for youth camps in the summer.	27 - 28
7.6	Sister Kennedy Centre Volunteer Manager Honorarium.  -approval of this report will agree with the Community Services Executive Committee recommendation to approve the honorarium of \$1,000.00 per month by the Sister Kennedy Centre Board, specifically for the existing volunteer manager, Cindy Noble.	29
7.7	Temporary Traffic Control By-Law for Colonization Road East Road Reconstruction, Watermain & Sewer Replacement Project.  -approval of this report will agree with the recommendation of the Planning and Development Executive Committee that a amending by-law be brought forward for Council's consideration.	30 - 31
<b>8.</b>	<b><u>Administration and Finance Division:</u></b>	
8.1	Councillor June Caul - NOMA Conference Per Diem & Travel Expense.  -approval of this report will agree with the recommendation of the Administration and Finance Executive Committee to approve the per diem & travel expense claims in the amount of \$437.35 as submitted by Councillor June Caul for her attendance at the NOMA Conference held in Thunder Bay on April 27-29th, 2016.	32 - 36

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8.2 Councillor Doug Kitowski - NOMA Conference Per Diem & Travel Expense.	37 - 41
<p>-approval of this report will agree with the recommendation of the Administration and Finance Executive Committee to approve the per diem &amp; travel expense claims in the amount of \$516.21 as submitted by Councillor Doug Kitowski for his attendance at the NOMA Conference held in Thunder Bay on April 27-29th, 2016.</p>	
<b>9. <u>Operations and Facilities Division:</u></b>	
9.1 Verbal Update on Capital Projects	
<b>10. <u>Information:</u></b>	
10.1 Ontario Clean Water Agency - Fort Frances Wastewater Treatment Facility - April 2016 Monthly Report*.	42 - 47
10.2 2016 Tonnage Report at Landfill Site - up-dated to April 30th, 2016*.	48
10.3 2016 Sewer and Water Data - updated April 30th, 2016*.	49
10.4 Operations and Facilities Division - Environmental Area - Operations Statistics (April 2016)*.	50 - 52
10.5 Administration and Finance Department Stats for the period ending April 30, 2016*.	53 - 54
10.6 General Fund (Operating); Water and Sewer (Operating); Capital Fund Budget vs Actual as at April 30, 2016*.	55 - 63
10.7 Building Department - Statistics Canada Report for the period April 1st to April 30th, 2016.	64 - 65
<b>11. <u>Non-agenda items:</u></b>	
<b>12. <u>ADJOURNMENT</u></b>	

May 11, 2016

Report To: Mayor and Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Request from Mr. Joe Gladu to have a Bench Installed Along the Waterfront Parkway between Crowe Avenue & Mosher Avenue**

A letter was received from Mr. Joe Gladu requesting to have a bench installed along the Waterfront Parkway in honor of his late wife, Mrs. Annie Gladu (Boon). See attached letter.

A little history on the benches along the Waterfront Parkway; in 2003 & 2004 several citizens and organizations purchased a bench at a price of \$1600 which included the cost of the plaque. The bench & plaque were installed for the commemoration of the Town of Fort Frances 100<sup>th</sup> anniversary. The last bench purchased was in May of 2004 by the Evergreen Chapter No. 80 – order of the Eastern Star. The paperwork was handled out of the CAO's office where the park's crew installed the plaque. Since Fort Frances 100th Birthday event, three additional benches ( Mr.& Mrs. Allison 2013 & Bob Ward 2014 & Tammy Wihnan- 2015 yet to be installed ) have been approved by Council where the requests were directed to the O & F executive committee.

In January of 2014 Mrs. Elsie Ward made a similar request, which was approved by Council, where she was responsible for the cost of a Trystan bench, freight from the manufacturer to Fort Frances and the plaque. The cost of the bench to Mrs. Elsie Ward was \$1727.98 (includes HST) and she paid for the plaque on her own directly to General Supply (price unknown).

The Operations & Facilities Executive Committee recommends the following;

- 1) Mr. Joe Gladu would be responsible for all the costs of the following materials;
  - “Select Bench” complete with ash slats manufactured by Trystan
  - Freight costs to transport the bench materials to Fort Frances.
  - The plaque supplied by General Supply-purchased on his own.

The total cost for the bench materials is estimated at \$1542.84 plus HST. See quotes from the suppliers.

- 2) The Town will supply the labour & materials to construct the foundation for the select bench.
- 3) The Town will supply the labour to install the new select bench and plaque.

Respectfully Submitted  
Operations & Facilities Division,



Doug Brown, P. Eng.  
Operations & Facilities Manager

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

- 1) Mr. Joe Gladu would be responsible for all the costs of the following materials:
  - Select Bench” complete with ash slats manufactured by Trystan
  - Freight cost to transport the bench materials to Fort Frances.
  - The plaque supplied by General Supply will be purchased directly by Mr. Joe Gladu.

The total cost for bench materials is estimated at \$1542.84 plus HST.

- 2) The Town will supply the labour & materials to construct the foundation for the select bench.
- 3) The Town will supply the labour to install the new select bench and plaque.

2016MayGladuwaterfrontbench

Joe Gladu

1251 Warsaw Crescent

Winnipeg, Manitoba R3M 1E9

Mrs. Lisa Slomke,

I am writing to request a bench to be installed in Fort Frances along the Waterfront in memory of my wife. My wife, Annie Gladu (Boon) asked for this in one of her last requests.

The place we were considering is between Crowe Avenue and Mosher Avenue.

I will cover all costs required I understand that I purchase the bench from the Town and the Plaque from Busch's Auto. General Supplies?

The bench will mean a lot to Annie's Family and Friends in the area.

Thank you and please let me know how to proceed.

Sincerely,

Joe Gladu

jgladu@tri-core.ca

204 791-5680

## INVOICE

FROM:

**TRYSTAN**  
(A Division of Date Industries Limited)  
1302 SWAN STREET, AYR, ONTARIO, CANADA N0B 1E0

AGENDA ITEM #7.1

PHONE (519) 632-7427  
FAX (519) 632-8271

INVOICE NO. 6140

SOLD TO: The Town of Fort Frances  
320 Portage Ave.  
Fort Frances, ON  
P9A 3P9

SHIP TO:

**SAME**

SHIPPED VIA		DATE SHIPPED		INVOICE DATE		TERMS		
collect		Apr. 28/16		Apr. 28/16		Net 30 days		
PURCHASE ORDER #		PCS. ON ORDER	DESCRIPTION	PCS SHIPPED	UNIT WEIGHT	TOTAL WEIGHT	PRICE	AMOUNT
faxed		1	Select Bench 7' Ash slats Transparent light grey stain cast ends black	1	200#	200#	\$1173.00	\$1173.00
		1	Crate  G-585-1400-1471	1			\$ 150.00	\$ 150.00
				CHECKED		APPROVED		
				MAY 05 2016		MAY 05 2016		
				By: <u>[Signature]</u>		By: <u>[Signature]</u>		
GST#R101277226								
SUB TOTAL		MISC. CHARGE	SHIPPING CHARGES	GST	PROV. SALES TAX		TOTAL WEIGHT	
\$1323.00			collect	HST \$171.99			200 lbs.	\$1494.99

to claims allowed unless made within 30 days of receipt of goods.  
All prices subject to change without notice.

Page 7 of 65 **PLEASE PAY THIS AMOUNT**

May 16, 2016

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: April 2016 Drinking Water Systems Monthly Summary Report**

Please find attached the April 2016 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the April 2016 report as presented.

Respectfully submitted,  
Operations & Facilities Division



Doug Brown, P. Eng.  
Manager of Operations & Facilities

<p><b>Council approval of this report will</b> accept the April 2016 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.</p>
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c.c. – Doug Herr, Environmental & Facilities Supt.  
Randy White, Senior WTP Operator

03CouncilwaterreportMarch 2015



**April, 2016**

**Monthly Summary Report  
Water Systems**

**Prepared by: Randy White, ORO  
Senior Water Treatment Plant Operator**

**Dated: May 06, 2015**

### 1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of April 2016 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works # 26002736. This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act.

### 2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet. No flow data for Airport groundwater well.

### 3) **Microbiological (Health Related) Water Analysis – Main Water System # 220000978:**

Water Treatment Plant (treated): 4 samples taken no adverse results

Water Treatment Plant (raw): 4 samples taken no adverse results

Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count HPC no adverse results

We take microbiological samples on a weekly basis, which includes 1 raw sample, 1 treated sample and 4 distribution samples. The 4 distribution samples are taken at different locations throughout the distribution system.

Water distribution samples taken at the following locations:

- |           |                       |                  |                 |
|-----------|-----------------------|------------------|-----------------|
| 1. Arena  | 2. Daycare            | 3. Public Works  | 4. Water Tower  |
| 5. Arena  | 6. 1036 Victoria Ave. | 7. Super 8       | 8. Water Tower  |
| 9. Arena  | 10. Public Works      | 11. Super 8      | 12. Water Tower |
| 13. Arena | 14. Daycare           | 15. Public Works | 16. Water Tower |

### 4) **Microbiological (Health Related) Water Analysis – Airport Groundwater Well # 26002736:**

No samples taken.

The Airport has signs posted in the men's and women's washroom stating that the water has not been tested or treated for drinking purpose in accordance with the Health Protection and Promotion Act – Section 7 of the Small Drinking Water Systems Regulation, O. Reg. 318/08 (*Amended to Safe Drinking Water Act, 2002 - Section 6 of Ontario Regulation 252/05*). The operators do a visual inspection of the warning notices at a minimum of once per week to ensure that they are legible and comply with Ontario Regulation 318/08, Section 7(5).

**5) Free Available Chlorine Residual (FAC) – Main Water System – # 220000978:**

FAC residuals are taken at a minimum daily at both the Water Treatment Plant and within the Water Distribution System.

**6) Free Available Chlorine residual (FAC) – Airport Groundwater Well System # 26002736:**

Signs posted, exempt from testing.

**7) Maintenance Activities at the WTP:**

- April 02<sup>nd</sup> - calibrated distribution chlorine analyzer.
- April 07<sup>th</sup> - cleaned all four (4) check valves on poly unit.  
- cleaned the top and bottom tank on the poly unit.  
- calibrated distribution chlorine analyzer.
- April 09<sup>th</sup> - clear tech at plant working on new chlorinator.
- April 11<sup>th</sup> - transferred sludge from Clarifier No. 1 to Clarifier No. 2.
- April 12<sup>th</sup> - ran generator for 1 hour.  
- cleaned the in-line mixer.  
- put Clarifier No. 1 back on line.  
- painted pipes and stands at Water Treatment Plant.
- April 14<sup>th</sup> - painted the lower level floor.
- April 26<sup>th</sup> - took Clear Well No. 2 off line to clean.  
- Lakeside here to hook up Fluoride Analyzer and to provide training.
- April 28<sup>th</sup> - hauled out chemicals and equipment for Sunny Cove.  
- Lakeside here working on Chlorine and Fluoride analyzers.  
- cleaned all four (4) check valves on poly unit.  
- cleaned the top and bottom tank on the poly unit

**8) Water Complaints:**

- Poor Pressure – 0 complaints
- Water Quality – 1 complaint

1312 Emo Road: Took chlorine residual - 1.45 mg/L. Customer satisfied after consultation.

**9) Other Miscellaneous Information:**

April 04<sup>th</sup> - took weekly routine bacti samples.

April 05<sup>th</sup> - lead sampling all day – distribution system.

April 06<sup>th</sup> - lead sampling all day – distribution system.

April 07<sup>th</sup> - took grab samples off the filters.

April 11<sup>th</sup> - took weekly routine bacti samples.

April 18<sup>th</sup> - took weekly routine bacti samples.

April 25<sup>th</sup> - took weekly routine bacti samples.

10) In order to acknowledge that all levels of responsibility within the Corporation of the Town of Fort Frances have received and reviewed this monthly report, it is necessary to sign-off in the appropriate location below:

- Randy White, ORO, Senior WTP Operator: \_\_\_\_\_
- Doug Herr, Environmental & Facilities Supt.: \_\_\_\_\_
- Doug Brown, Manager of Operations & Facilities: \_\_\_\_\_
- Mark McCaig, CAO: \_\_\_\_\_
- Paul Ryan, Chair O& F Exec Committee: \_\_\_\_\_
- Roy Avis, Mayor: \_\_\_\_\_
- June Caul, Councillor: \_\_\_\_\_
- John Albanese, Councillor: \_\_\_\_\_
- Wendy Brunetta, Councillor: \_\_\_\_\_
- Doug Kitowski, Councillor: \_\_\_\_\_
- Ken Perry, Councillor: \_\_\_\_\_

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact myself or Randy White, Senior WTP Operator at 274-2325.

**Monthly Report April 2016**

Town of Fort Frances - Water treatment Plant - Water Works # 220000978  
Monitoring Record  
April 2016

Operating Data			Units	MAC or Range	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total	Average	
Flow rates																																					
10 <sup>3</sup> M <sup>3</sup> /h	Raw Water	17	5.21	5.14	5.27	5.19	5.24	5.15	5.18	5.17	5.29	5.30	5.17	5.10	5.26	5.26	5.27	5.36	5.07	5.25	5.29	5.24	5.15	5.10	5.15	5.10	5.15	5.10	5.24	5.26	5.15	5.16	5.21	5.16	4.93	150.74	5.20
L/s	Peak Instantaneous - Raw Water	n/a	60.76	64.91	60.85	60.77	61.10	60.86	60.91	61.12	60.94	61.02	61.02	61.11	61.19	61.15	61.16	61.22	61.34	61.34	61.42	61.72	60.41	61.07	61.20	61.03	60.90	60.29	60.51	60.60	60.51	60.60	60.51	60.60	60.51	1833.25	61.11
10 <sup>3</sup> M <sup>3</sup> /h	Treated Water	17	3.68	3.57	3.74	3.90	3.71	4.33	3.70	3.97	3.63	3.56	3.82	3.75	3.67	3.47	3.50	3.26	3.60	3.32	3.43	3.35	3.41	3.49	3.48	3.39	3.54	3.55	3.45	3.29	3.34	3.24	3.24	3.24	3.24	106.74	3.56
L/s	Peak Instantaneous - Treated Water	5	69.76	70.34	71.07	70.80	73.19	72.80	77.36	74.38	75.79	69.37	71.17	73.40	74.57	73.59	72.16	69.80	70.48	65.87	71.71	69.78	69.74	69.40	70.32	68.56	67.57	64.64	69.30	67.30	69.74	69.25	2121.41	70.71	70.71	70.71	
10 <sup>3</sup> M <sup>3</sup> /h	Backwash Water	n/a	0.225	0.232	0.212	0.222	0.236	0.000	0.257	0.220	0.232	0.266	0.222	0.232	0.264	0.217	0.232	0.263	0.224	0.233	0.267	0.225	0.232	0.263	0.232	0.263	0.226	0.240	0.264	0.228	0.237	0.254	0.225	0.236	6.892	0.230	
Fluoride Information																																					
mg/l	Fluoride Residual - Treated Water	0.5 to 0.8	0.70	0.71	0.82	0.62	0.65	0.61	0.69	0.73	0.64	0.66	0.72	0.69	0.67	0.66	0.76	0.59	0.61	0.82	0.73	0.82	0.77	0.81	0.86	0.75	0.57	0.76	0.77	0.68	0.68	0.68	21.23	0.71	0.71		
Turbidity Information																																					
NTU	Raw Water	n/a	0.61	0.59	0.63	0.56	0.61	0.61	0.63	0.59	0.60	0.63	0.58	0.61	0.60	0.59	0.63	0.59	0.66	0.54	0.60	0.62	0.71	0.77	0.65	0.71	0.68	0.73	0.76	0.67	0.73	0.77	19.26	0.64	0.64		
NTU	Settled Water	n/a	0.29	0.31	0.33	0.23	0.26	0.32	0.29	0.28	0.20	0.17	0.27	0.19	0.32	0.34	0.28	0.21	0.19	0.24	0.25	0.32	0.28	0.26	0.28	0.30	0.31	0.26	0.29	0.33	0.32	0.19	8.11	0.27	0.27		
NTU	Treated Water	1	0.13	0.10	0.11	0.10	0.09	0.11	0.11	0.12	0.11	0.10	0.11	0.10	0.13	0.10	0.12	0.12	0.11	0.12	0.10	0.11	0.11	0.10	0.10	0.10	0.10	0.12	0.11	0.09	0.13	0.10	0.12	0.10	3.28	0.11	
Other Operating Parameters																																					
no units	pH - Treated Water	6.5 to 8.5	7.40	7.29	7.24	7.43	7.43	7.46	7.45	7.42	7.38	7.35	7.44	7.42	7.51	7.5	7.48	7.35	7.31	7.43	7.44	7.43	7.41	7.44	7.41	7.44	7.41	7.45	7.45	7.41	7.31	7.54	7.46	7.42	222.46	7.42	
no units	pH - Settled Water	n/a	6.20	6.06	6.05	6.10	6.18	6.17	6.13	6.23	6.19	6.26	6.17	6.15	6.12	6.11	6.17	6.12	6.15	6.05	6.31	6.29	6.18	6.21	6.22	6.19	6.28	6.27	6.16	6.33	6.23	6.19	185.47	6.18	6.18		
no units	pH - Raw Water	n/a	7.17	7.25	7.20	7.38	7.40	7.38	7.32	7.39	7.30	7.26	7.35	7.33	7.30	7.44	7.41	7.31	7.20	7.42	7.42	7.46	7.43	7.38	7.42	7.33	7.44	7.44	7.44	7.43	7.41	7.35	7.31	220.59	7.35	7.35	
mg/l	FAC - Treated Water	0.2 to 4	2.26	2.28	2.32	2.30	2.26	2.20	2.28	2.32	2.20	2.22	2.16	2.23	2.20	2.18	2.20	2.21	2.26	2.32	2.34	2.25	2.11	2.12	2.07	2.08	2.07	2.08	2.15	2.20	2.26	2.24	2.26	2.24	66.39	2.21	
mg/l	Total Chlorine Residual Treated	0.3 to 7	2.52	2.66	2.70	2.66	2.72	2.70	2.74	2.68	2.49	2.47	2.64	2.66	2.72	2.72	2.62	2.47	2.52	2.66	2.58	2.52	2.46	2.50	2.48	2.48	2.52	2.44	2.46	2.52	2.68	2.57	2.776	2.59	2.59		
°C	Temperature	15	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	3.0	4.0	4.0	3.0	3.0	4.0	3.0	3.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	5.0	5.0	6.0	6.0	130.0	4.3		
kg	Fluorine used (Total Daily Consumption)	n/a	17.0	17.0	18.0	17.0	17.0	17.0	17.0	18.0	19.0	20.0	20.0	19.0	19.0	19.0	19.0	19.0	19.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	
kg	Soda ash (Total Daily Consumption)	n/a	21.0	21.0	22.0	21.0	22.0	22.0	21.0	22.0	21.0	22.0	22.0	22.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	
kg	Soda ash - Dosage	n/a	18.3	19.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	18.3	
mg/l	Alum residual - Total Daily Consumption	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	
mg/l	Alum residual - Dosage	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	
mg/l	Alum residual - Treated Water	n/a	0.05	0.05	0.05	0.04	0.04	0.06	0.06	0.05	0.03	0.05	0.04	0.06	0.06	0.06	0.05	0.05	0.04	0.03	0.05	0.04	0.05	0.04	0.05	0.04	0.05	0.04	0.04	0.02	0.03	0.06	0.04	0.02	1.34	0.04	
kg	Poly bags added (25 kg bags)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	

Town of Fort Frances - WTP - 220000978  
 April 2014/2015 vs. April 2016  
 Flow and Operating Data

Flow Data	APRIL	Units	2014		2015		2016	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water		m <sup>3</sup>		206600		165700		150740
Raw Maximum Day		m <sup>3</sup>		9660	Friday 17th	6650	Sunday 17th	5360
Raw Minimum Day		m <sup>3</sup>		4770	Thursday 09th	5270	Saturday 30th	4930
Raw Average Daily Consumption		m <sup>3</sup>		7120		5710		5200
Total Treated Water		m <sup>3</sup>		173600		112830		106740
Treated Water Maximim Day Consumption		m <sup>3</sup>	Thursday 03rd	7020	Sunday 12th	4260	Wednesday 06th	4330
Treated Water Minimim Day Consumption		m <sup>3</sup>	Saturday 26th	4810	Tuesday 21st	3390	Saturday 23rd	3080
Treated Water Average Day Consumption		m <sup>3</sup>		5790		3760		3560
Daily Average Per Household Consumption Rate		m <sup>3</sup>		1.53		0.99		0.94
* Daily Average Per Person Consumption Rate		m <sup>3</sup>		0.73		0.47		0.45
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water		mg/L		1.63		2.04		2.21
Total Chlorine Residual - Treated Water		mg/L		1.92		2.32		2.59
Aluminum Sulphate - Raw Water		mg/L		34.5		35.6		35
Aluminum Sulphate - Treated Water Residual		mg/L		0.06		0.06		0.04
Fluoride - Treated Water		mg/L		0.63		0.68		0.71
Soda Ash - Raw Water		mg/L		35.0		37.3		35
PH - Adjusted		mg/L		7.25		7.19		7.42
Temperature		C		2.7		5.5		4.3
Quantity of Chemical Used:		kg						
Aluminum Sulphate		kg		7457.2		6105.7		5458.3
Polyelectrolyte		kg		75.0		62.5		75.0
Chlorine Gas		kg		689		639		645
Soda Ash - Used for PH Adjustment		kg		7565.3		6398.2		5458.3
Fluoride		kg		574		365		537

\* The Canadian Average is 450 Litres (0.45 m<sup>3</sup>) per day.

\* Population is 7986

\* Number of Households is 3783



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2016/51**

**TO:** Mayor Avis & Members of Council

**FROM:** Laurie Witherspoon, Treasurer

**DATE:** May 18, 2016

**SUBJECT:** Economic Development Advisory Committee resolution re: Lease Agreement for Tourism Building (400 Central Ave.)

---

**BACKGROUND**

At the May 9, 2016 Council Meeting the resolution received from Economic Development Advisory Committee in the matter of changes to the current office premises net lease was referred to the Administration & Finance Executive Committee for their recommendation.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends that Council approve the Economic Development Advisory Committee resolution to commence discussions with the Ministry of Infrastructure regarding the Lease Agreement for the Tourist Information Building located at 400 Central Ave.

Council Approval of This Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve the Economic Development Advisory Committee's resolution for the Mayor and Council to commence discussions with the Ministry of Infrastructure for the following requests:

- 1) the securing of a reduced lease rate for operation of the Tourist Information Building at 400 Central Ave.; and
- 2) removal of the clause in the current lease agreement respecting the sublet or carrying on of other commercial activity within the current facilities to allow for new vendors.





## REPORT

**TO:** Mayor Avis and Council

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

**DATE:** May 12, 2016

**RE:** **2016 Children's Complex Funding - RRDSSAB**

The Community Services Division has received the 2016 Service Provider financial contract from the Rainy River District Social Services Administration Board (RRDSSAB). The Town of Fort Frances provides childcare services through the Fort Frances Children's Complex, Fort Frances Best Start Hub, and satellite services at St. Michael's school, Robert Moore School, and J.W. Walker School. The 2016 Children's Complex budget is approved by RRDSSAB in the amount of \$659, 869.

Please find the following documents attached:

- a) Funding Approval Letter
- b) Funding Formula and Schedule
- c) Schedule 1
- d) Schedule 2 - Service Provider Financial Contract (two signed copies required)

### **Recommendation**

The Community Services Executive Committee recommends to Mayor and Council to authorize the signing of the 2016 Service Provider financial contract with the Rainy River District Social Services Administration Board as attached.

Respectfully Submitted,



Jason Kabel

**Council approval of this report will** authorize signing of the 2016 Service Provider Financial Contract with the Rainy River District Social Services Administration Board in the amount of \$659, 869 as attached and further that an authorizing by-law be enacted.



## Rainy River District Social Services Administration Board

450 Scott Street  
Fort Frances, ON  
P9A 1H2

Ph: (807) 274-5349  
Fax: (807) 274-0678  
Toll Free: 1-800-265-5349

• Children's Services • Land Ambulance • Ontario Works • Social Housing

May 10, 2016

Jason Kabel  
Manager of Community Services  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON P9A 3P9

Dear Jason Kabel,

We are pleased to provide you with your 2016 Service Provider financial contract for services delivered through the Fort Frances Children's Complex and the Fort Frances Best Start Hub. Your funding is approved in the amount of \$659,869. Please note that this amount does not include the 2016 Provincial Child Care Wage Enhancement for which your approval is pending. Your Provider Contract Funding Schedule will be amended to include wage enhancement once funding approvals are finalized.

As previously communicated by e-mail the 2015 surplus incurred for the Best Start Hub can be deferred and utilized for family support programming in 2016. Your 2016 funding for the Best Start Hub has been reduced by the amount of the 2015 surplus.

While funding from the Ministry of Education remains similar in 2016 as to last year, we are able to provide child care programs with a one-time increase in funding this year due to changes within our local system. Please be advised that your funding allocation may change in 2017 as the Ministry of Education adjusts their funding allocations, and as we continue to make changes within the early learning and child care system in the Rainy River District. We continue to welcome your suggestions on our funding formula and you will continue to be consulted as we consider future changes to funding allocations.

Attached are the following documents:

- a) 2016 Prescribed Services - Schedule 1
- b) 2016 Service Provider Financial Contract – Schedule 2
- c) 2016 Children's Services Funding Formula and Provider Contract Funding Schedule
- d) 2016 Quarterly Report Submission – Schedule 3

Please submit **two signed and dated originals of Schedule 2** to my attention at the Rainy River DSSAB by **May 27, 2016**. A signed original will be returned for your records. Submission of the first quarter report has been extended to May 27, 2016.

Your ongoing commitment to providing high quality child care and family support programs is appreciated. We look forward to our continued collaborative work in supporting children and their families. Please contact me at [tfretter@rrdssab.on.ca](mailto:tfretter@rrdssab.on.ca) or (807) 274-5349 ext. 241 with any questions or concerns.

Sincerely,

Tanis Fretter  
Integrated Services Manager

cc: Shawna McRitchie, Superintendent, Fort Frances Children's Complex  
Dawn Galusha, Deputy Treasurer, Town of Fort Frances  
Wendy Tilbury, Finance Supervisor, Rainy River DSSAB

Attachments

## 2016

Updated: April 25, 2016

Information for Funding Calculation	Funding Calculations
<b>Core Service Delivery</b>	
<u>General Service Delivery Component</u>	
# Licensed Spaces (Relative to FDE)	
Infant	-
Toddler	27,200.00
Preschool	33,600.00
JK/SK	-
School Age	72,000.00
	132,800.00
Toddler spaces prorated @ 10 (Jan - Apr) and 20 (May - Dec).	
<u>Facilities Component</u> - Includes heat, hydro, taxes, etc.	
Square Footage of Child Care Space	
Note: School-age space not included in square footage	
# Sq. Ft.	120,816.00
<u>Staffing Component</u> (non- SNR)	
Total FTE	195,728.00
<b>Special Needs Resourcing</b>	
<u>Wages &amp; Benefits</u>	
Total Cost Per Budget	99,812.00
<u>Training and Development</u>	
FTE	4,000.00
<u>Equipment &amp; Resources</u>	2,500.00
	106,312.00
<b>Total Funding</b>	<b>555,656.00</b>

Base Hourly Cost	12.26
Annual Hours per FTE	1950
Total Base FTE	23,907.00
Non-SNR Staffing	15.55
Minimum Site Requirement	371,753.85
Per Budget- Fee Revenue	692,682.85
Qualify for General Operating Funding	320,929.00



**Provider Contract Funding Schedule**  
**2016**

Service Provider: **Town of Fort Frances**

	<b>Annual Funding</b>	<b>Monthly Funding</b>
Core Service Delivery	449,344.00	37,445.00
Special Needs Resourcing	106,312.00	8,859.00
Health & Safety Component	-	-
Play-Based Materials & Equipment	-	-
Capacity Building	-	-
Wage Enhancement Funding		-
Best Start Hub	104,213.00	8,684.00
	<b>659,869.00</b>	<b>54,989.00</b>

	<b>EFT Amount</b>	<b>Monthly</b>	<b>Variance</b>	
January	52,205.50	54,989.00	(2,783.50)	
February	52,205.50	54,989.00	(2,783.50)	
March	52,205.50	54,989.00	(2,783.50)	
April	52,205.50	54,989.00	(2,783.50)	
May	52,205.50	54,989.00	(2,783.50)	
June	68,906.50	54,989.00	13,917.50	-
July	54,989.00	54,989.00	-	-
August	54,989.00	54,989.00	-	-
September	54,989.00	54,989.00	-	-
October	54,989.00	54,989.00	-	
November	54,989.00	54,989.00	-	
December	54,990.00	54,990.00	-	
	<b>659,869.00</b>	<b>659,869.00</b>	-	

## SCHEDULE “1” - PRESCRIBED SERVICES

### GENERAL OPERATING EXPENSE

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#### PURPOSE

The purpose of the General Operating expense is to support the costs of operating licensed early learning and child care programs in order to reduce wait times and fees for services, stabilize service levels, and (where funds allow), improve access to high quality affordable early learning and child care services for children and their families.

#### ELIGIBILITY CRITERIA

Licensees are required to demonstrate to the RRDSSAB that they are able to meet their minimum wage and mandatory benefits requirements without operating funding in order to qualify for funding.

The RRDSSAB will use the following principles to inform operating funding priorities while balancing local needs:

- Stabilizing and transforming the existing child care system to enable higher-quality, consistent services;
- Allocating funds equitably and with transparency;
- Increasing convenience and reliability for parents;
- Supporting licensed home child care agencies (HCCA) and strengthening the licensed home child care system;
- Supporting programs that serve children with special needs, as well as Aboriginal children;
- Supporting, strengthening, and (where funds allow) expanding the current proportion of child care programs operated by non-profit providers.

Key considerations for general operating allocations also include:

- Stabilizing child care fees;
- Retaining qualified stable staffing and supporting quality programming;
- Aligning with FDK implementation and supporting licensees to expand programs for younger age groups by:
  - Mitigating higher operating costs for younger age groups (ages 0-3.8);
  - Supporting the implementation of the Schools-First Child Care Capital Retrofit policy.
- Prioritizing funding based on child care licensing history, financial history and viability of programs.
- Capacity of programs to access funds through other means.

#### ALLOWABLE EXPENSES

General operating funding may be used for ongoing costs, including: staff wages and benefits, lease and occupancy costs, utilities, administration, transportation for children, resources, nutrition, supplies, and maintenance. Ministry funding can only be used to offset salary costs over and above the licensees' regulatory requirements for minimum wage and mandatory benefits.

#### Inadmissible Expenses

The following expenses are considered inadmissible:

- Bonuses (including retiring bonuses), gifts and honoraria paid to staff are inadmissible expenses except for in the case that they are provided as a retroactive wage increase that will be maintained the following year;
- Debt costs including principal and interest payments related to capital loans, mortgage financing, and operating loans;
- Property taxes (Under Review);
- Non-arm's length transactions not transacted at fair market value.
- Fees paid on behalf of staff for membership in professional organizations such as the College of Early Childhood Educators are inadmissible expenditures; and,
- Any other expenditure not listed under the allowable expenses section.

#### REPORTING REQUIREMENTS

Operators will provide to the RRDSSAB:

- Quarterly year-to-date reports that will include actual and projected expenditures, revenue and all other service data information – “Schedule 3”.
- Final quarterly year-to-date reports and annual audited financial statements.
- Any records or documents pertaining to the funding and delivery of the prescribed service, upon request.
- An annual budget submission on the template provided.
- The number of FTEs supported with general operating funding (i.e. RECEs, Director-approved program staff, program staff without an RECE and non-program staff).
- If required, a report on the management of and/or the completion of the specific program goals and objectives.

## **PAY EQUITY MEMORANDUM OF SETTLEMENT**

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### **PURPOSE**

To enable the Province to continue to support eligible organizations with the cost of implementing proxy pay equity.

### **ELIGIBILITY**

As a result of the Memorandum of Settlement, the Province announced additional proxy pay equity funding for eligible non-profit service providers. In order to be eligible, child care programs were required to:

- have a proxy order from the Pay Equity Commission;
- have posted pay equity plan(s) based on proxy comparisons;
- have current and/or outstanding proxy obligations; and
- receive funding through CMSMs and DSSABs to provide child care.

Service Providers are required to continue to meet their pay equity obligations.

### **REPORTING REQUIREMENTS**

Operators will provide to the DSSAB:

- Quarterly year-to-date reports that will include pay equity expenditures – “Schedule 3”.

#### **Please Note:**

The integration of the pay equity expense under the core services delivery allocation does not relieve licensees from their obligations to comply with the Pay Equity Memorandum of Settlement. Wage enhancement funding may not be used to replace Pay Equity Memorandum of Settlement obligations.



## SPECIAL NEEDS RESOURCING EXPENSE

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### PURPOSE

Special Needs Resourcing (SNR) funding is to be used to support the inclusion of children with special needs in licensed early learning and child care settings, including home child care, and approved recreation programs at no additional cost to parents / guardians. Under the Ontario Regulation 138/15, a “child with special needs” means a child whose cognitive, physical, social, emotional or communicative needs, or whose needs relating to overall development, are of such a nature that additional supports are required for the child.

### ELIGIBILITY AND PROVISION OF SERVICES

Services and supports purchased through SNR funding are for children with special needs up to 13 years of age in licensed child care centres and home child care (licensed) and for children with special needs ages 6 to 13 years in approved recreation programs.

**Please note** that the *Child Care and Early Years Act, 2014* defines “child” as a person who is younger than 13 years old. However, families of children with special needs who are in receipt of a service or received financial assistance before August 31, 2017 will be allowed to continue to receive assistance until that child turns 18, provided that they meet other eligibility criteria that are unrelated to age (see O. Reg. 138/15). For example, if a person with special needs started to receive financial assistance at age 12 on August 30, 2017, he/she is eligible to continue receiving that financial assistance until he/she turns 18 in the year 2023. This means that these adolescents will not experience a financial assistance disruption based on their age.

All service providers and regulated child care programs involved in the provision of SNR services must comply with legislative and regulatory requirements for provision of services, obtaining parental consent for service and information exchange for any purpose (e.g. referrals).

### SNR EXPENDITURE REQUIREMENTS AND STAFFING

SNR funding is made available to licensed early learning and child care operators to:

- Hire or acquire the services of a resource teacher/consultant and/or supplemental staff where necessary (including salary and benefits) to support the inclusion of children with special needs;
- Provide professional development opportunities to support staff in licensed child care settings working with children with special needs and their parents/families to support inclusion; and
- Purchase or lease specialized/adaptive equipment and supplies to support children with special needs.

Resource teachers/consultants typically provide a wide range of services and supports for children with special needs and their families. They may support several children in multiple locations and can also provide professional learning experiences for individuals working with children with special needs in licensed early learning and child care settings.

These supports may include providing child care staff with program adaptation strategies and professional development, supporting the development of individualized support plans (per O. Reg. 137/15 – see section 52), conducting developmental screens, providing referrals to community agencies, providing information and resources for parents and obtaining specialized equipment as required.

**Please Note:** SNR-funded resource teachers/consultants and supplemental staff may not be counted toward the required ratio of employees to children in licensed early learning and child care programs.

### REPORTING REQUIREMENTS

Operators must report actual financial and service activity data to the RRDSSAB including:

- Number of children served;
- Average monthly number of children served up to and including SK;
- Average monthly number of children served – school age;
- Number of children served, age 13-18;
- Number of full-time equivalent staff;
- Annual budget submission;
- Quarterly year-to-date reports that will include actual and projected expenditures, revenue and all other service data information – “Schedule 3”;
- Final quarterly year-to-date report and annual audited financial statements;
- Any records or documents pertaining to the funding and delivery of the prescribed service, upon request.

## **FEE SUBSIDY EXPENSE**

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### **PURPOSE**

Fee Subsidy is available specifically to provide financial support to those who qualify to assist with the costs of licensed child care programs in the Rainy River District. Families may qualify for full or partial subsidy. It is an essential support for many parents, helping them to balance the demands of career and family while participating in the workforce or pursuing education or training.

Needs testing is administered through RRDSSAB, adhering to Ministry guidelines to determine eligibility. Funding to Service Providers is determined by RRDSSAB. The RRDSSAB has the right to redistribute the allocation of funding for fee subsidy based on utilization and waitlist demands.

The Service Provider is required to comply with the *Child Care and Early Years Act, 2014* as it relates to the provision of child care services, and to adhere to the fee subsidy policies and procedures set out by RRDSSAB. In order to qualify for the provision of this service, the Service Provider will agree to meet all the criteria as identified in the Service Contract, and maintain licensing requirements as directed by the Ministry.

### **ELIGIBILITY**

Fee subsidy for eligible families is subject to the availability of subsidy funds within the budget of the RRDSSAB and space availability within the child care program.

#### **Child Care Fee Subsidy – Parents Who Qualify Based on Income**

Parents who are eligible under the provisions of the income test may be eligible for fee subsidies for children under 10 years of age (or up to 12 years of age where there are special circumstances). Parents of children with special needs may be eligible for fee subsidies for children under 18 years of age. Fee subsidy funds can be used to support full and part-time child care in licensed early learning and child care centres and home child care agencies, third party and board- operated before and/or after school programs and non-instructional days.

### **CONFLICT OF INTEREST**

Staff of child care programs must not be involved in the fee subsidy application process.

### **RESPONSIBILITIES**

The Service Provider agrees to:

- Follow the protocol for enrollment, eligible hours and withdrawal of children.
- Maintain accurate records of attendance including absent days of all children served.
- Submit a monthly enrollment web-based attendance record for each child in the Ontario Child Care Management System (OCCMS).
- Inform the Integrated Case Worker of any changes in the status of families.
- Charge RRDSSAB the same rate that is applied to full pay families, unless otherwise approved.
- Take sole responsibility for the invoicing and collection of partial parent fees.
- Provide verification of full-pay rates and centre policy handbook.
- Notify the RRDSSAB in writing in advance of when child care rates change.

### **REPORTING REQUIREMENTS**

The Service Provider will provide to RRDSSAB:

- Quarterly year-to-date reports that will include actual and projected expenditures, revenue and all other service data information – “Schedule 3”.
- Final quarterly year-to-date reports and annual audited financial statements.
- If required, a report on the management of and/or the completion of the specific program goals and objectives.
- Any records or documents pertaining to the funding and delivery of the prescribed service, upon request.
- Annual budget submission.



**ANNUAL SUBMISSION AND REPORTING DEADLINES FOR ALL PRESCRIBED SERVICES**

Budget Submission	October 31, 2016
Signed Contracts (Schedule 2)	May 27, 2016
Audited Financial Statements	April 30, 2017
Quarterly year-to-date reports (Q1, Q2 & Q3) are due three weeks after quarter end dates of March 31, June 30 and September 30 (Schedule 3).	
• Q1	April 21, 2016 (Extended to May 27, 2016)
• Q2	July 21, 2016
• Q3	October 21, 2016
Final quarterly year-to-date report (Q4) is due six weeks after December 31 (Schedule 3).	
• Q4	February 10, 2017

2016 Service Provider Financial Contract  
"Schedule 2"

Children's Services

<b>Organization Name:</b>	<b>Town of Fort Frances - Children's Complex</b>	
<b>Contact:</b>	Jason Kabel	Manager of Community Services
<b>Head Office Address:</b>	320 Portage Ave Fort Frances, ON P9A 3P9	

<b>January 1, 2016 - December 31, 2016</b>	
<b>Head Office</b>	
Fax:	807-274-3799
E-mail:	<a href="mailto:jkabel@fort-frances.com">jkabel@fort-frances.com</a>

<b>Service Names</b> (Does not include Fee Subsidy)	<b>Current Funding Level</b>
Core Service Delivery/General Operating	\$449,344
Pay Equity Memorandum of Settlement	\$0
Special Needs Resourcing	\$106,312
Health & Safety	\$0
Play-Based Materials & Equipment	\$0
Capacity Building	\$0
Transformation	\$0
Capital Retrofits	\$0
Best Start Hub	\$104,213
	<b>\$659,869</b>

<b>Position:</b> <b>Town of Fort Frances</b>	<b>Date</b>
<b>Position:</b> <b>Town of Fort Frances</b>	<b>Date</b>
<b>Chief Administrative Officer</b> <b>Rainy River DSSAB</b>	<b>Date</b>
<b>Integrated Services Manager</b> <b>Rainy River DSSAB</b>	<b>Date</b>

<b>Financial &amp; Statistical Reporting</b>
Financial and statistical actuals will be reported on a Quarterly YTD Summary provided to the Town of Fort Frances. Reports are due three weeks after quarter end dates of March 31, June 30 and September 30. Year end reports are due six weeks after December 31, 2016. Audited financial statements are due by April 30, 2017. The annual budget submission is due by October 31, 2016.



## REPORT

**TO:** Mayor Avis and Council

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

**DATE:** May 13, 2016

**RE:** **Sunny Cove Camp Rental Schedule**

---

### Background

At the regular meeting of Council on January 10, 2011, Council approved a report from the Community Services Executive Committee recommending that four weddings per season at Sunny Cove Camp during the shoulder seasons be authorized (as attached).

Since 2011, there has consistently been four weddings held annually at Sunny Cove without negative consequence to other uses of the camp, particularly for the contractual obligation of youth camps to be the primary focus of the camp. There remain 4 groups of youth programs that operate at the Camp every summer occupying 5 weeks of the booking calendar (July to mid August). There are also various other functions such as family reunions, meetings, fish fry's, barbeques, specialty dinners, women groups, high school functions, and others that periodically book the facility as openings are available in the calendar.

For the past couple of years, the community services division has received requests to have more weddings during the shoulder seasons and is unable to facilitate the request due to the previously approved specific quantity of four.

### Recommendation

The Community Services Executive Committee recommends to Mayor and Council to authorize the Community Services Division to book Sunny Cove Camp as fully as possible during the shoulder seasons with any functions that may be requested to maximize revenue generation while respecting the contractual obligations for youth camps in the summer.

Respectfully Submitted,



Jason Kabel

**Council approval of this report will** authorize the Community Services Division to book Sunny Cove Camp as fully as possible during the shoulder seasons with any functions that may be requested to maximize revenue generation while respecting the contractual obligations for youth camps in the summer.



January 6, 2011

Report to: Mayor and Council

Re: Weddings at Sunny Cove Camp

In their regular meeting of March 22, 2010 council approved a report from the Community Service Executive recommending that we honour our contractual obligations for weddings at Sunny Cove Camp and evaluate the practice for 2011.

In 2010 we hosted two weddings without incident, and continue to get enquires on the availability of the camp for weddings. It is thought that an opportunity exists to utilize the camp in the shoulder seasons and weekends that will not effect the operation of youth camps however concern still exists on the impact it will have on local business, and liability.

In the committee's consideration of this matter we contacted a previous member of the Kiwanis club that provided us with valuable input on the history of the camp hosting weddings.

It is the recommendation of the Community Services Executive that the attached terms and conditions be applied to all weddings and social bookings, adjust the fee structure to reflect actual costs and a caterers' list be provided to renters that would include all local business interested in providing this service and that these booking be limited to four per year limited to the shoulder season.

Respectfully submitted,

  
George A. Bell  
Manager of Community Services

**Council's approval of this report will** authorize four weddings per season at Sunny Cove Camp during the shoulder seasons.

COMMITTEE OF WHOLE

COUNCIL

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

*Jan 6, 2010*  
Date:

  
M. McCaig, Administrator



## REPORT

**TO:** Mayor Avis and Council

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

**DATE:** May 15, 2016

**RE:** **Sister Kennedy Centre Volunteer Manager Honorarium**

At the regular board meeting of the Sister Kennedy Centre (SKC) on May 10, 2016, the SKC board passed the following in-camera motion:

*To increase Cindy Noble's honorarium to \$1,000/ month effective April 1, 2016 and that the matter be taken to the community services executive committee.*

MOVED BY Doug Kitowski

SECONDED BY Irene Laing

**Carried.**

An honorarium is a payment made to a person that does not represent a full compensation for time and effort expended. It may also be a payment for which a fee is not traditionally or normally charged.

Whether or not an honorarium represents employment income or not depends on the facts of the situation. If the individual receives the payment because of who they are (i.e. the payment does not relate to any service they have provided in their normal work), then it is a gift. A gift is not income for tax purposes. If the individual receives the payment for what they did (i.e. a service they provided in their normal work), the amount received is income that has to be reported.

### **Recommendation**

The Community Services Executive Committee recommends to Mayor & Council to approve and endorse the honorarium of \$1,000/month as presented by the Sister Kennedy Centre Board, specifically for the existing volunteer manager, Cindy Noble.

Respectfully Submitted,

Jason Kabel

**Council approval of this report will** approve and endorse the honorarium of \$1,000/month as presented by the Sister Kennedy Centre Board, specifically for the existing volunteer manager, Cindy Noble.

Date: May 19<sup>th</sup>, 2016

Report To: Mayor & Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Temporary Traffic Control By-Law for Colonization Road East Road Reconstruction, Watermain & Sewer Replacement Project.

---

The Colonization Road East Road Reconstruction, Watermain & Sewer Replacement Project will be beginning on May 30<sup>th</sup>, 2016 by Makkinga Contracting.

This report has been written as this department along with the Clerk's Office is responsible for ensuring that a temporary traffic control by-law is implemented for this construction project. This temporary by-law allows enforcement staff to be able to ensure the adequate flow of traffic through the detour and construction areas, throughout the project.

Attached to this report for your reference are a copy of the map outlining the project and detour areas.

Respectfully submitted,

Original Signed By

Patrick Briere  
By-Law Enforcement Officer

**Council's approval of this report** will agree to the recommendation of the Planning & Development Executive Committee to bring forward an amending by-law for Council's consideration.









**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2016/49**

**To: Mayor Avis & Members of Council**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: May 17, 2016**  
**Subject: Councillor June Caul NOMA Conference Per Diem & Travel Expense**

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$375.00 and Travel Expense Claim in the amount of \$62.35 to attend the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 27 - 29, 2016 as submitted by Councillor June Caul.

Travel Expense Summary

1.	Gas (Own Vehicle)	62.35
2.	Per Diem (2 1/2 Days)	<u>375.00</u>
	Total	<u>\$437.35</u>

The registration fee of \$250.00 and hotel accommodations of \$259.90 were paid by the Town resulting in the total cost of \$947.25 to attend the NOMA Conference as authorized by Council on March 28, 2016.

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

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$375.00 and Travel Expense Claim in the amount of \$62.35 as submitted by Councillor June Caul for his attendance at the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 27 – 29, 2016.

Council Approval of this Report Will Agree to the Administration recommendation to approve the per diem and Travel Expense claims in the total amount of \$437.35 as submitted by Councillor June Caul for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 27 – 29, 2016.



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

1. Attendee	Doug KILOWSKI							
2. Conference/Seminar Attended	NOMA - 76th Annual Meeting Conference							
Location (Facility and City)	Victoria Bn - Thunder Bay ON							
Dates	April 27 - 28 - 29th 2016							
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation								
Transportation								
Breakfast								
Lunch								
Dinner				35.00				35.00
Per Diem								
Other								
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
5. Town Used Vehicle	Yes	No	Reason	Total				
Mileage Claimed	KM x \$0.47 =			D.K. VEHICLE				
				48.87 # 40.87				
6. Approved				Total Expenses				
				65.34				
				Advance Received				
				Balance Claimed				
				113.21 # 106.21				
				Balance Refunded				
				35.00				
				9.48.21 # 141.21				

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

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

Date May 9th 2016

Employee Signature [Signature]

Date \_\_\_\_\_

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

Date \_\_\_\_\_

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

Date	Treasurer	A / P	Cashier

**Husky**



Want great rewards? Visit [myHuskyRewards.ca](http://myHuskyRewards.ca)

Fort Frances Husky  
800 Kings Highway  
Fort Frances ON  
(807) 274-7680  
GST# 804707339  
Retailer ID 4976296  
Rct:55333 7220-8  
Batch:1649-25

myHusky Rewards

707610#####3811

Earned: 52

Used today: 0

Balance: 2171

2016/04/27 10:38:23

Unit#: 600

Item	Amount
Pump# 8	
Eth Regular	\$40.87
51.798 L x \$0.789/L	
AMOUNT	\$40.87
HST(Inc Pump)	\$4.70

Pump# 8

Eth Regular \$40.87

51.798 L x \$0.789/L

AMOUNT \$40.87

HST(Inc Pump) \$4.70

HUSKY PRO

#####4406

2016/04/27 10:36:08

A#:609018



PLEASE TELL US

HOW WE DID?

[myHusky.ca/feedback](http://myHusky.ca/feedback)

Arthur Heland  
Shell.

51.490L of V-Power

\$ 1.269/L

= \$65.34

Visa ending in  
1713

Terminal No.  
89002431

C00243

Cashier: Angelina  
Lepage

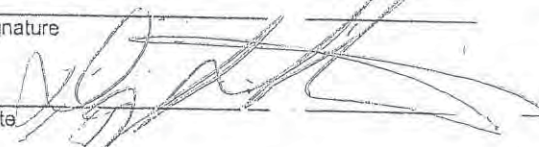
10:42am April 29/16

# **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) Doog KITOSKI	Signature 
Approved	Date




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

Attendee	Doug Krownski
Conference / Seminar Attended	Norma 26th Annual Meeting
Location	Victoria B.C. Bay
Dates	April 27-28-29 - 2016

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			APR 27	APR 28	APR 29			
Amount			75.00	150.00	150.00			375.00

Name (Please Print)	Signature
Doug Krownski	
Approved	Date
	May 9-2016

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2016/50**

**To: Mayor Avis & Members of Council**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: May 17, 2016**  
**Subject: Councillor Doug Kitowski NOMA Conference Per Diem & Travel Expense**

---

**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$375.00 and Travel Expense Claim in the amount of \$141.21 to attend the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 27 - 29, 2016 as submitted by Councillor Doug Kitowski.

Travel Expense Summary

1.	Gas (Own Vehicle)	106.21
2.	Meal Allowance	35.00
3.	Per Diem (2 1/2 Days)	<u>375.00</u>
	Total	<u>\$516.21</u>

The registration fee of \$250.00 and hotel accommodations of \$259.90 were paid by the Town resulting in the total cost of \$1,026.11 to attend the NOMA Conference as authorized by Council on March 28, 2016.

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

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$375.00 and Travel Expense Claim in the amount of \$141.21 as submitted by Councillor Doug Kitowski for his attendance at the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 27 – 29, 2016.

Council Approval of this Report Will Agree to the Administration recommendation to approve the per diem and Travel Expense claims in the total amount of \$516.21 as submitted by Councillor Doug Kitowski for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 27 – 29, 2016.

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

1.	Attendee	Doug KILOWSKI							
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	Dates	April 27 - 28 - 29th 2016							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation								
	Transportation								
	Breakfast								
	Lunch								
	Dinner				35.00				35.00
	Per Diem								
	Other								
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
5.	Town Used Vehicle	Yes	No	Reason					Total
	Mileage Claimed	KM x \$0.47 =			D.K. VEHICLE				48.87 # 40.87
6.	Approved				Total Expenses				65.34
					Advance Received				113.21 # 106.21
					Balance Claimed				35.00
					Balance Refunded				91.48.21 # 141.21

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

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

May 9th 2016  
 Date

[Signature]  
 Employee Signature

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

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

Date	Treasurer	A / P	Cashier



**Husky**Want great rewards? Visit [myHuskyRewards.ca](http://myHuskyRewards.ca)

Fort Frances Husky  
 800 Kings Highway  
 Fort Frances ON  
 (807) 274-7680  
 GST# 804707339  
 Retailer ID 4976296  
 Rct:55333 7220-8  
 Batch:1649-25

myHusky Rewards

707610#####3811

Earned: 52

Used today: 0

Balance: 2171

2016/04/27 10:38:23  
 Unit#: 600

Item	Amount
Pump# 8	
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HUSKY PRO

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2016/04/27 10:36:08

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Cashier: Angelina  
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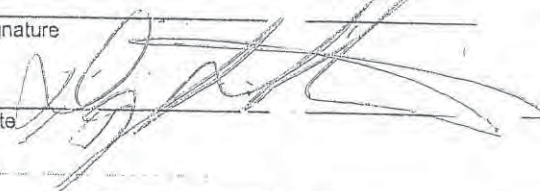
10:42am April 29/16

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- 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) Doog KITOSKI	Signature 
Approved	Date




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

Attendee	Doug Krownski
Conference / Seminar Attended	Norma 26th Annual Meeting
Location	Victoria B.C. Bay
Dates	April 27-28-29 - 2016

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			APR 27	APR 28	APR 29			
Amount			75.00	150.00	150.00			375.00

Name (Please Print)	Signature
Doug Krownski	
Approved	Date
	May 9-2016

To be submitted to Payroll for processing when approved by Council



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

May 16, 2016

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

Attention: Mr. Doug Herr  
Environmental and Facilities Superintendent

Dear Doug:

**Re: Fort Frances Wastewater Treatment Facility  
April 2016 Monthly Report**

As per the operating agreement, the attached document is the April 2016 monthly report for the Fort Frances Wastewater Treatment Facility.

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

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

Yours truly,

A handwritten signature in black ink, appearing to read 'Kelly C', is written over a light blue circular stamp.

Kelly Cunningham  
Senior Operator

For Larry Wachter  
Operations Manager

**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
April 2016 Monthly Operations Report**

## **INTRODUCTION**

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of April 2016; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

## **DESCRIPTION OF WORKS**

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

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

## **LABORATORY**

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

**APRIL 2016 EFFLUENT QUALITY**

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD <sub>5</sub>	2.4 mg/L	25 mg/L	15 mg/L	20.2 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	5.6 mg/L	25 mg/L	15 mg/L	47.1 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.13 mg/L	1.0 mg/L	0.9 mg/L	1.11 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	9.72 mg/L 3.20 mg/L					
Total Cl <sub>2</sub> Residual		<0.01 mg/L (when in use)				
E-Coli		9.3 count/100 ml (geometric mean )		200 count/100ml (geometric mean )		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH				pH range 7.3 to 7.9; average pH was 7.6		
Temperature degrees C				Temperatures ranged from 7.5 to 8.0; average temperature of effluent was 7.7 C		

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

**WASTEWATER LIQUID PROCESS**

The average daily flow for April was 8462.4 m<sup>3</sup>/day. This represents 94% of the design average flow. Total treated flow for the month was 253871 m<sup>3</sup>.

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

The Town of Fort Frances agreed to accept 20 loads of 3000 gallons each, for a total of 60000 gallons of sewage hauled from the New Gold Mine site which was received into the collection system in April.

## INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	1140 +/-@ 7.0% + 410 @ 12%	Litres
Alum	14.0 +/- @ 60 %	Cubic meters
Polymer	15 Bags (375 kg)	Bags (25 kg/bag)

## MAINTENANCE

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

### Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased GBT, mechanical bar screen and grit snail. Lubricated drive chain on grit snail and bar screen
- Regular cleaning of head works EW basket strainer
- Regular cleaning of seal water strainer TFP 9-5
- Greased all blowers
- Cleaned UV sensors
- Replaced the cutting edge on the snow plow
- Installed new shear pin drive sprocket for clarifier 2 longitudinal drive
- Stored snow blower and chains for John Deere and installed mower deck
- Removed debris from both grit pumps
- Cleaned DO probes and spot checked both aeration cells with YSI portable
- Drained and cleaned Headcell inlet, Teacup and Snail
- Removed rag balls from clarifier 2 inlet weir

### Pump Stations:

- Ran gensets
- Changed seal water strainers
- Cleaned bar screens
- Replaced block heater Central Avenue genset
- Repaired seal water tubing Central Avenue pump 2
- Adjusted signal cut off value Boundary Road flow meter and replaced couplant

**OPERATIONAL ISSUES**

The flow meter at White Pine lift station has failed and we are in the process of obtaining quotes on a suitable replacement. We have also been troubleshooting some issues with the Boundary Road flow meter in consultation with the supplier.

**SLUDGE SUMMARY**

Asselin Transportation and Storage Limited hauled a total of 228.3 m<sup>3</sup> of thickened digested sludge (12.0 m<sup>3</sup>/load average) to the Town of Fort Frances landfill site.

**COMPLAINTS**

There were no complaints during the report period.

**BY-PASS REPORT(S)**

There were no bypass events in the report period.

**COMMENTS**

Plant power consumption for the month was 594 (x 180 multiplier) kWh.  
Quarterly sludge samples and annual Rainbow trout acute lethality samples were sent out to ALS laboratory.  
The Proplus Delta V SCADA operator station was replaced.

**REPORTS**

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

Month	Sewage Flows Year 2016					Usage % Plant Capacity	Sludge Volume Hauled M3	Removal Efficiency		
	Avg. Day Flow m3	Max Day Flow m3	Total Treated Volume ML	Total ByPass Volume ML	Total Volume ML					
								Suspended Solids	CBOD5	0.962676056
January	5668.1	5900	175712		175712	63%	249.9	Total Phosphorus	0.937027708	
February	5417.8	5665	157117		157117	60%	251.7			
March	7463.4	12988	231365		231365	83%	212.7			
April	8462.4	10027	253871		253871	94%	228.3			
May						0%				
June						0%				
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				0	818065		942.6			
Average	6753		204516		204516	75%	235.7			
Max		12988	253871		253871					
C of A	9000	18000								

Month	CBOD5				Suspended Solids				Total Phosphorus				Nitrogen		E. Coli Geo Mean Counts /100ml
	Avg. Raw BOD (mg/L)	Avg. Eff. CBOD (mg/L)	Avg. Load CBOD (kg/day)	Avg. Raw S.S (mg/L)	Avg. Eff. S.S (mg/L)	Avg. Load S.S (kg/day)	Avg. Raw T.P (mg/L)	Avg. Eff. T.P (mg/L)	Avg. Load T.P (kg/day)	Avg. Raw TKN (mg/L)	Avg. Eff. Total N (mg/L)	Avg. Load Total N (mg/L)	Avg. Raw	Avg. Eff.	
January	87.0	2.4	13.5	142.4	6.0	34.7	2.41	0.15	0.83						23.7
February	74.3	3.5	18.5	132.5	4.3	23.2	2.12	0.11	0.57	17.3	8.9				19.3
March	65.2	2.3	16.1	112.4	5.7	47.7	1.87	0.11	0.94	15.1	9.7				21.4
April	57.5	2.4	20.2	110.8	5.6	47.1	1.54	0.13	1.11	12.0	9.7				9.3
May															
June															
July															
August															
September															
October															
November															
December															
Average	71.0	2.7	17.1	124.5	5.4	38.2	2.0	0.13	0.86	14.8	9.4				18.4
Max	87	3.5	20.2	142.4	6	47.7	2.4	0.15	1.11	17.3	9.7				23.7
C of A		25	225		25	225		0.9	9	200	6.0				200

2016- tonnage at landfill site- up-dated April 30th, 2016

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2015		2016		2015		2016		2015		2016	
								Total	Tonne	Total	Tonne	Total	Fees	Total	Fees	Average last 9 years	Total	Fees	Total
JAN	127.94	34.66	232.74	63.04	8.50	2.30	0.00	372.45	359.81	369.18	369.18	\$22,076.55	\$17,555.67	\$20,490.00	-3.27	\$20,490.00	-3.27	\$20,490.00	-3.27
FEB	117.31	37.25	189.93	60.31	7.68	2.44	0.00	323.82	305.82	314.92	314.92	\$17,311.55	\$15,120.16	\$17,474.70	-8.90	\$17,474.70	-8.90	\$17,474.70	-8.90
MAR	146.89	37.15	237.97	60.19	10.53	2.66	6.72	446.81	413.51	395.39	395.39	\$25,940.55	\$21,116.69	\$23,164.20	-51.42	\$23,164.20	-51.42	\$23,164.20	-51.42
APRIL	182.95	31.92	381.96	66.65	8.18	1.43	0.00	609.02	574.14	573.09	573.09	\$36,933.10	\$30,100.39	\$34,152.50	-35.93	\$34,152.50	-35.93	\$34,152.50	-35.93
MAY		#DIV/0!		#DIV/0!		#DIV/0!		783.04	727.97	0.00	0.00	\$40,474.95	\$37,236.70						
JUNE		#DIV/0!		#DIV/0!		#DIV/0!		690.69	802.40	0.00	0.00	\$43,913.10	\$38,365.69						
JULY		#DIV/0!		#DIV/0!		#DIV/0!		654.72	679.93	0.00	0.00	\$43,552.25	\$37,235.68						
AUG		#DIV/0!		#DIV/0!		#DIV/0!		642.81	630.37	0.00	0.00	\$39,041.90	\$33,782.35						
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		719.08	646.67	0.00	0.00	\$43,223.58	\$34,032.13						
OCT		#DIV/0!		#DIV/0!		#DIV/0!		2,214.61	815.99	0.00	0.00	\$95,565.65	\$40,618.32						
NOV		#DIV/0!		#DIV/0!		#DIV/0!		614.90	564.84	0.00	0.00	\$33,016.35	\$28,524.43						
DEC		#DIV/0!		#DIV/0!		#DIV/0!		487.78	397.37	0.00	0.00	\$27,125.80	\$21,749.94						

Average per month	143.77	36.35	260.65	61.18	8.72	#DIV/0!	1.68	576.57	576.57	137.72	137.72	\$39,014.61	\$29,619.85	\$23,820.35	-99.52	\$23,820.35	-99.52	\$23,820.35	-99.52
Total	575.09		1042.60		34.89		6.72	8559.73	6918.81	1652.58	1652.58	\$468,175.33	\$355,438.14	\$95,281.40	-99.52	\$95,281.40	-99.52	\$95,281.40	-99.52
										Actual				Budget					
														Forecasted					

Town of Fort Frances Tonnage

1617.69

increase amount of waste due to waste from Rainy Lake Hotel Demolition

Total Tonnage	1652.58																		
Residential Tonnage	575.09	34.80%																	
ICI Tonnage	1042.60	63.09%																	
Coverage material	6.72																		



Sewer & Water Data for 2016  
up-dated April 30, 2016

Month	Days per month	2016			2016			2016			2016			2016-2015			2016			Difference STP-WTP daily average
		Total STP cu. meters monthly	2016 daily STP cu. meters monthly	Couch. Sewage Meters cu. meters monthly	2016 Couch. Sewage Meters cu. meters monthly	Couch. Sewage %	Total STP cu. meters monthly	2016 daily STP cu. meters monthly	Couch. 2 Water Meters cu. meters monthly	2016 Couch. 2 Water Meters cu. meters monthly	Couch. Water %	Total Treated WTP cu. meters monthly	2015 Treated WTP cu. meters monthly	2016-2015 Diff Treated WTP	2016-2015 Diff Wastewater STP					
January	31	176710	5700.32	7600	245.16	4.30%	161362	3810.0	16818.5	542.5	14.24%	121570	3922	-3460.0	15348.0	58600.0	1890.3			
February	29	157117	5417.83	7638	263.38	4.86%	140237	3801.7	16818.5	579.9	15.25%	107690	3713	2560.0	16880.0	46867.0	1616.1			
March	31	231365	7463.39	9648	311.23	4.17%	173865	3808.4	15056.0	485.7	12.75%	126450	4079	-8390.0	57500.0	113305.0	3655.0			
April	30	253871	8462.37	10565	352.17	4.16%	168865	3558.0	15056.0	501.9	14.11%	112830	3761	-6090.0	85006.0	147131.0	4904.4			
May	31		0.00		0.00		242869	0.0		0.0		120100	3874	-120100.0	-242869.0	0.0	0.0			
June	30		0.00		0.00		218773	0.0		0.0		116430	3881	-116430.0	-218773.0	0.0	0.0			
July	31		0.00		0.00		179969	0.0		0.0		134840	4350	-134840.0	-179969.0	0.0	0.0			
August	31		0.00		0.00		183529	0.0		0.0		129900	4190	-129900.0	-183529.0	0.0	0.0			
September	30		0.00		0.00		163113	0.0		0.0		121920	4064	-121920.0	-163113.0	0.0	0.0			
October	31		0.00		0.00		159808	0.0		0.0		123450	3982	-123450.0	-159808.0	0.0	0.0			
November	30		0.00		0.00		188990	0.0		0.0		102560	3419	-102560.0	-188990.0	0.0	0.0			
December	31		0.00		0.00		189403	0.0		0.0		107110	3455	-107110.0	-189403.0	0.0	0.0			
Total	366	819063		35451			2170783	453160	63749			1424850	46690	-971690.0	-1351720.0	365903.0	999.7			
Monthly Average							180898.6					118737.5	3890.9	-80974.2	-112643.3	30491.9	1005.5			
daily Average													3868.77							

**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**(April 2016)**

**STAFFING:**

See Operations Statistics (April) 2016 prepared by M. Strachan, Superintendent of Transportation

**OVERTIME HOURS - Equivalent Straight Time Hours**

See Operations Statistics (April) 2016 prepared by M. Strachan, Superintendent of Transportation

**WATER DISTRIBUTION:**Water Main Breaks:

- Number of water main breaks: None

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of main valve repairs: None

Main Valve Replacements:

- Number of main valve replacements: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water main valve repairs: One (1)
  - 1638 Colonization Rd. W.

Water Service Terminations:

- Number of water service repairs: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twenty-three (23)
  - 912 Sixth St. E, 1150 Walker Ave. N., 729 Church St., 901 Banta Blvd., 1007 Williams Ave., 838 Third St. E.
  - 1002 River Rd. W., 1210 Fifth St. W., 1205 Elizabeth St. E., 516 Third St. W., 1025 River Rd. W.
  - 928 Frenette Ave., 1453 Colonization Rd. W., 1021 Williams Ave., 927 Fifth St. E. (2), 1213 Elizabeth St. E.
  - 622 Third St. E., 1628 Colonization Rd. W., 700 McIrvine Rd., 533 Scott St. and 1031 Third St. E. (2)

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: Thirty-six (36)
  - 1201 Idylwild Dr. (2), 221 Scott St., 400 Portage Ave., 986 King's Hwy., 740 Sixth St. W., 1100 Scott St.
  - 1509 School Rd., 830 Portage Ave., 516 Mowat Ave., 617 Mowat Ave., 600 King's Hwy. (3), 401 Mowat Ave.
  - 835 McKenzie Ave., 830 Fifth St. W., 310 Church St., 528 Second St. E. (3), 522 Second St. E.
  - 475 Keating Ave., 261 Scott St., 440 McIrvine Rd., 406 Church St., 360 Scott St., 510 Portage Ave.
  - 256 Scott St., 800 Fifth St. W., 820 Fifth St. E., 339 Scott St., 600 Fifth St. W., 516 Portage Ave.
  - 343 Scott St. and 1000 King's Hwy.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Replaced missing markers on fire hydrants.
- April 22, 2016 - Delivered delinquent account notices to residences (9 issued)
- April 22, 2016 - Connection inspection of a water service tie in at 1018 First St. E.

**WATER TREATMENT PLANT:**

- April, 2016 - In receipt of the Water Treatment Facility Monthly Report.
- April 5 & 6, 2016 - Completed lead testing in the plumbing (20), commercial (2) and in the distribution system (3)  
Period 1 - REDUCED.

**SEWERAGE COLLECTION:**Wastewater Main Backups:

- Number of wastewater main backup: One (1)
  - Victoria Ave. (1000 blk.)

Sewer Main Repairs:

- Number of sewer main repairs: None

Sewer Manhole Repairs:

- Number of sewer manhole repairs: None



Sewer Service Repairs:

- Number of sewer service repairs: None

Sewer Service Terminations:

- Number of sewer service repairs: None

Sewer Service Replacements:

- Number of sewer service repairs: None

Other Information:

- Cleaned eleven (11) plugged sewer services at the following locations:
  - 544 Third St. W., 1012 Victoria Ave. N., 1210 Scott St., 860 King's Hwy., 1039 Walker Ave. N.
  - 930 Christie Ave. N., 922 Victoria Ave. N., 600 Church St., 385 Daniel Ave., 1032 Second St. E.
  - and 1123 Scott St.
- Traced various building sewer services.
- CCTV inspected building sewer services at 218 Second St. E., 1210 Scott St. and 352 Third St. E.
- Performed connection inspection at 1018 First St. E. and 1010 Walker Ave. N.

**WASTE-WATER TREATMENT FACILITY:**

- April, 2016 - Received the Wastewater Treatment Facility Monthly Report.

**WASTE MANAGEMENT:**Garbage Collection:

- Number of complaints regarding garbage collection:
  - Town - 0 complaints, Asselin's - 2 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during this period.

- Amount of residential waste delivered to the landfill:
  - 182,950 kgs (182.95 tonnes)
- Amount of ICI waste delivered to the landfill:
  - 381,960 kgs (381.96 tonnes)

Recycling:

- Number of complaints regarding recycled materials:
  - Town - 0 complaints, Asselin's - 0 complaints
- Amount of recycled waste diverted from the landfill:
  - Emterra: January - 39.86 tonnes, February - 25.94 tonnes and March - 46.80 tonnes, April - No Data

Prepared By: 

Environmental & Facilities Superintendent

Date: 16-05-2016

**Administration & Finance Department Stats  
for the period ending April 30, 2016**

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
<b>Revenue</b>													
Tax Certificates	\$ 851.20	\$ 608.50	\$ 547.65	1,223.51									\$ 3,230.86
Business Licences	6,043.30	2,429.85	5,248.45	13,909.30									\$ 27,630.90
Lottery Licences	275.93	177.30	2,000.66	287.19									\$ 2,741.08
Fort Frances Portion of POA Fines				15,059.72									\$ 15,059.72
Nat Gas/Purchase Card Rebates													\$ -
WSIB Safety Group Rebate													\$ -
Death/Still Birth Registrations	64.00	544.00	446.00	0.00									\$ 1,054.00
Marriage Licences	280.00	280.00	700.00	280.00									\$ 1,540.00
Civil Marriage	327.35	327.35	1,309.40	327.35									\$ 2,291.45
Certify Copies	0.00	11.30	5.09	5.65									\$ 22.04
Commissioning Oaths/Affidavits	46.40	23.05	23.20	81.20									\$ 173.85
Investment Income	604.77	344.37	911.91	997.43									\$ 2,858.48
Sale of Land	6,055.13	18,000.00	0.00	1,000.00									\$ 25,055.13
Administration Service Charges	28.63	14,937.14	14,568.57	22,312.15									\$ 51,846.49
	\$ 14,576.71	\$ 37,682.86	\$ 25,760.93	\$ 55,483.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 133,504.00

<b>Accounts Receivable</b>													
Balance Forward	309,751.09	261,316.22	172,797.21	221,048.23									
Invoices/Debits	66,508.60	124,816.83	189,834.92	161,277.48									
Payments/Credits	-116,695.77	-214,781.75	-142,566.48	-192,131.35									
Interest Applied	1,752.30	1,445.91	982.58	817.82									\$ 4,998.61
Total Amount Owing	\$ 261,316.22	\$ 172,797.21	\$ 221,048.23	\$ 191,012.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,998.61

<b>A/R Invoices Processed</b>													
General/By-Law/Planning/CBO	4	7	10	7									28
Daycare		79	81	84									244
Airport		12	18	14									44
Landfill	28	25	31	37									121
Public Works	1	3	2	2									8
Sewer	5	24	13	5									47
Water	1	13	5	34									53
Fire Department		13	0	0									13
Memorial Sports Centre	24	9	79	5									117
Fort Frances Power Corp	6	8	7	8									29
Invoices Issued by Month	69	193	246	196	0	0	0	0	0	0	0	0	704

<b>NSF/Returned Payments</b>													
Day Care	0	0	0	0									0
Memorial Sports Centre	0	0	0	0									0
Utilities	3	6	3	7									19
Taxation	0	0	1	1									2
Other	0	0	1	0									1

<b>Taxes</b>													
Balance Forward	789,235.47	6,483,623.46	2,813,246.06	\$ 1,095,226.11									
Tax Billings/Debits	6,090,585.65	13,466.86	13,020.49	378.72									
Payments/Credits	(407,218.84)	(3,694,324.78)	(1,743,779.61)	(183,357.63)									
Interest Applied	11,021.18	10,480.52	12,739.17	13,942.34									48,183.21
Total Amount Owing	\$ 6,483,623.46	\$ 2,813,246.06	\$ 1,095,226.11	\$ 926,189.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,183.21

Tax Arrears Notices Mailed/Letters	296	181	330	237									1,044
# of Properties in Arrears 3 years+	58	52	43	38									
# of Properties in Arrears 3 years+ with no payment plans	35	23	16	14									
# Tax Sale Registrations	0	0	0	0									
# Write offs (MOS/357 Applications)	0	0	0	0									0
Write-off - Municipal Portion													\$0.00
# of Charity Rebates	0	0	0	0									0
Charity Rebates - Municipal Portion													\$0.00
# Vacancy Rebates	0	0	1	0									1
Vacancy Rebates - Municipal Portion		\$	548.47	\$ -									\$548.47

<b>E.D. Financial Incentive Plan</b>													0
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**Town of Fort Frances  
General Fund (Operating)  
Actuals as at April 30, 2016**

		Actuals to Date	2016 Draft Budget	Variance
<b>CORPORATE</b>				
050	Municipal Tax Levy (Interim Tax Levy)	(6,090,585.65)	(10,617,884.00)	(4,527,298.35)
051	Education Tax Levy		(1,731,821.00)	(1,731,821.00)
052	Supp/Omit Municipal Tax Levy			-
053	Supp/Omit Education Tax Levy			-
056	W/O Municipal	548.47	254,755.00	254,206.53
057	W/O Education	196.80	24,980.00	24,783.20
061	OMPF	(1,467,050.00)	(2,934,100.00)	(1,467,050.00)
062	Payments-in-Lieu	(20,765.80)	(782,001.00)	(761,235.20)
070	Contribution from Reserve Funds (Tax Rate Stab.)		(242,250.00)	(242,250.00)
110	Mayor & Council	62,078.29	717,598.00	655,519.71
112	Contribution to Reserves & Reserve Funds		1,375,000.00	1,375,000.00
113	Long Term Debt	82,663.65	640,120.00	557,456.35
115	Election		-	-
161	Riverside Health Care/Dr Recruitment	22,667.00	69,000.00	46,333.00
161	Clinic Financing Interest		8,500.00	8,500.00
162	RR DSSAB	470,206.93	1,878,859.00	1,408,652.07
163	Rainycrest	20,209.28	60,628.00	40,418.72
164	Northwestern Health Unit	153,672.25	368,814.00	215,141.75
820	Economic Development	1,478.65	166,435.00	164,956.35
821	Travel Information Centre	5,800.47	10,770.00	4,969.53
830	Solar Panel Project	(597.44)	(25,270.00)	(24,672.56)
991	English Public School Board	351,986.87		(351,986.87)
992	English Separate School Board	74,119.59		(74,119.59)
993	French Public School Board	350.05		(350.05)
994	French Separate School Board	916.22		(916.22)
<b>Total Corporate</b>		<b>(6,332,104.37)</b>	<b>(10,757,867.00)</b>	<b>(4,425,762.63)</b>
<b>ADMINISTRATION AND FINANCE</b>				
070	Other Unassigned Revenue	(129,757.99)	(321,500.00)	(191,742.01)
120	Administration	106,620.78	297,065.00	190,444.22
121	Admin Vehicle	1,421.44	5,608.00	4,186.56
122	Municipal Buildings	3,304.65	30,205.00	26,900.35
125	HR Department	23,554.90	95,000.00	71,445.10
130	Clerk	62,545.99	172,189.00	109,643.01
140	Treasury	276,056.04	387,134.00	111,077.96
910	PUC Administration	23,810.05	95,170.00	71,359.95
<b>Total Administration and Finance</b>		<b>367,555.86</b>	<b>760,871.00</b>	<b>393,315.14</b>
<b>EMERGENCY SERVICES</b>				
211	Emergency Services	258,416.21	915,913.00	657,496.79
227	Emergency Measures	4,888.58	19,849.00	14,960.42
228	911 Service	9,284.72	13,800.00	4,515.28
231	Police Revenue	(15,127.75)	(24,000.00)	(8,872.25)
232	Police Services Board	1,993.92	21,350.00	19,356.08
233	Police Administration	777,874.01	2,332,588.00	1,554,713.99
<b>Total Emergency Services</b>		<b>1,037,329.69</b>	<b>3,279,500.00</b>	<b>2,242,170.31</b>
<b>COMMUNITY SERVICES</b>				
622	Sister Kennedy Centre	11,696.78	34,600.00	22,903.22
641	Fort Frances Children's Complex	(8,883.91)	6,045.00	14,928.91
643	Best Start Hub/Resource Centre	(15,490.27)	668.00	16,158.27
644	Day Care Resource Teacher	(8,659.96)	833.00	9,492.96
653	Handi-Transit System	21,898.38	90,302.00	68,403.62



**Town of Fort Frances  
General Fund (Operating)  
Actuals as at April 30, 2016**

		<b>Actuals to Date</b>	<b>2016 Draft Budget</b>	<b>Variance</b>
713	Townshend Theatre	(3,862.27)	-	3,862.27
722	Recreation Facilities	194,524.90	627,806.00	433,281.10
725	Recreation Programs	15,727.86	111,079.00	95,351.14
732	Community Services	41,540.06	132,683.00	91,142.94
740	Sunny Cove Camp	(2,950.29)	14,327.00	17,277.29
781	Fort Frances Public Library	156,968.31	493,191.00	336,222.69
784	Library School Co-op Fund	(35,570.00)		35,570.00
791	Museum	43,855.75	146,810.00	102,954.25
817	Waterfront Development/Marina	2,796.17	48,139.00	45,342.83
<b>Total Community Services</b>		<b>413,591.51</b>	<b>1,706,483.00</b>	<b>1,292,891.49</b>
<b>OPERATIONS AND FACILITIES</b>				
310	PW Administration	(78,818.54)	(102,217.00)	(23,398.46)
311	PW Buildings & Yards	49,085.48	118,672.00	69,586.52
313	Municipal Roads	338,973.76	1,284,156.00	945,182.24
318	Public Parking Lots	11,021.23	15,980.00	4,958.77
320	Sidewalks	44,635.98	107,954.00	63,318.02
330	Private Works Charges	2,968.50	32,668.00	29,699.50
331	Private Crossing Charges		18,367.00	18,367.00
333	PW Vehicles	62,365.71	219,790.00	157,424.29
334	PW Equipment	61,507.32	248,329.00	186,821.68
344	PW Stores	28,906.96	63,236.00	34,329.04
345	Traffic Signal Maintenance	2,288.68	7,779.00	5,490.32
346	Streetlight Maintenance	13,697.45	53,317.00	39,619.55
350	Garbage Collection	(4,627.54)	(167,172.00)	(162,544.46)
351	Recycling Services	39,042.30	192,448.00	153,405.70
352	Sanitary Landfill	(22,704.05)	(25,276.00)	(2,571.95)
360	Engineering	9,641.02	27,904.00	18,262.98
390	Airport	42,236.39	(29,762.00)	(71,998.39)
391	Airport Building Maintenance	16,658.10	45,295.00	28,636.90
393	Airport Grounds Maintenance	4,779.64	63,670.00	58,890.36
580	Parks & Cemeteries Admin.	32,801.63	196,473.00	163,671.37
582	Fort Frances Cemetery	2,022.07	89,281.00	87,258.93
583	Riverview Cemetery	5,737.23	172,375.00	166,637.77
584	Point Park	1,490.18	29,188.00	27,697.82
585	Parks - Outdoor Facilities	43,336.81	230,684.00	187,347.19
586	Lions Millennium Park	91.00	12,196.00	12,105.00
<b>Total Operations and Facilities</b>		<b>707,137.31</b>	<b>2,905,335.00</b>	<b>2,198,197.69</b>
<b>PLANNING AND DEVELOPMENT</b>				
150	Civic Centre	18,151.95	78,394.00	60,242.05
271	By-Law Enforcement	44,876.56	142,572.00	97,695.44
272	Animal Shelter	1,281.15	10,144.00	8,862.85
813	Building Official	40,001.90	59,104.00	19,102.10
815	Planning & Zoning	30,345.49	108,623.00	78,277.51
<b>Total Planning and Development</b>		<b>134,657.05</b>	<b>398,837.00</b>	<b>264,179.95</b>
<b>Sub-Total General Fund (Operating)</b>		<b>(3,671,832.95)</b>	<b>(1,706,841.00)</b>	<b>1,964,991.95</b>
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	<b>(3,671,832.95) -</b>	<b>1,706,841.00</b>	<b>1,964,991.95</b>

**Town of Fort Frances  
General Fund (Operating)  
Actuals as at April 30, 2016**

	Actuals to Date	2016 Draft Budget	Variance
<b>TOTAL BUDGET - Revenue</b>	<b>( 9,127,060.37)</b>	<b>( 21,604,520.00)</b>	<b>( 12,477,459.63)</b>
<b>TOTAL BUDGET - Expenditures</b>	<b>5,455,227.42</b>	<b>21,604,520.00</b>	<b>16,149,292.58</b>
	<b>( 3,671,832.95)</b>	<b>0.00</b>	<b>3,671,832.95</b>

**Water and Sewer Fund (Operating)**  
**Actuals to April 30, 2016**

<b>WATER</b>		<b>Actuals to Date</b>	<b>Draft 2016 Budget</b>	<b>Variance</b>
961	Waterworks Administration	-291,887.58	( 669,471.00)	( 377,583.42)
965	Water Treatment Plant	146,576.14	539,114.00	392,537.86
966	Water Storage Facility	12,394.03	130,357.00	117,962.97
		-132,917.41	0.00	132,917.41
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		<b>-132,917.41</b>	<b>0.00</b>	<b>132,917.41</b>

<b>SEWER</b>		<b>Actual to Date</b>	<b>Draft 2016 Budget</b>	<b>Variance</b>
410	Sanitary Sewer Administration	-350,305.44	( 748,247.00)	( 397,941.56)
413	Sewage Treatment Plant	220,265.08	748,247.00	527,981.92
		-130,040.36	0.00	130,040.36
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		<b>-130,040.36</b>	<b>0.00</b>	<b>130,040.36</b>

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at April 30, 2016**

		Actual to Date	2016 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		(100,000.00)	(100,000.00)
C-110-9109-0000	iCompass Computers/iPads	5,023.59	10,000.00	4,976.41
C-140-9109-1523	Financial Software (Windows Version)		75,000.00	75,000.00
C-140-9109-0000	Computer/Network Upgrades		25,000.00	25,000.00
	Total Revenue	-	(110,000.00)	(110,000.00)
	Total Expenditures	5,023.59	110,000.00	104,976.41
	<b>TOTAL ADMINISTRATION</b>	<b>5,023.59</b>	<b>-</b>	<b>(5,023.59)</b>
<b>Honeywell Project</b>				
C-105-0490-0490	OPA/FFPC Grants			-
C-105-0490-0952	Contribution from Reserve Fund		(17,855.00)	(17,855.00)
C-105-9280-0000	Honeywell Improvement Project - Museum Controls		17,855.00	17,855.00
	Total Revenue	-	(17,855.00)	(17,855.00)
	Total Expenditures	-	17,855.00	17,855.00
	<b>TOTAL CIVIC CENTRE</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EMERGENCY SERVICES</b>				
C-211-0490-0952	Contribution from Reserve Funds		(40,425.00)	(40,425.00)
C-211-9122-0000	SCBA & Air Cylinders		3,900.00	3,900.00
C-211-9123-1471	GIS Capital Update		1,525.00	1,525.00
C-211-9133-0000	Fire Truck Replacement (Suburban)		32,000.00	32,000.00
C-211-9239-1431	Fire Hose Replacement		3,000.00	3,000.00
C-232-0490-0952	Contribution from Reserve Funds		(10,000.00)	(10,000.00)
C-232-9278-1471	2 - Permanent Speed Signs		10,000.00	10,000.00
	Total Revenue	-	(50,425.00)	(50,425.00)
	Total Expenditures	-	50,425.00	50,425.00
	<b>TOTAL EMERGENCY SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>PUBLIC WORKS</b>				
<b><u>Transportation</u></b>				
C-310-0490-0952	Contribution from Reserve Funds		(72,695.00)	(72,695.00)
C-334-0490-0952	Contribution from Reserve Funds		(558,414.00)	(558,414.00)
C-313-9110-1523	Contributions from Reserve Funds (Water & Sewer)		(708,272.00)	(708,272.00)
C-313-0490-0412	Provincial Grant		(175,606.00)	(175,606.00)
C-313-0490-0952	Contribution from Reserve Funds		(25,000.00)	(25,000.00)
C-316-0490-0412	Provincial Grant		(2,172,618.00)	(2,172,618.00)
C-316-0490-0952	Contribution from Reserve Funds		(4,526.00)	(4,526.00)
C-316-0490-0400	Federal Gas Tax Reserve (Federal Funding)		(472,268.00)	(472,268.00)
C-320-0490-0400	Federal Gas Tax Reserve (Federal Funding)		(404,036.00)	(404,036.00)
C-345-0490-0952	Contribution from Reserve Funds		(16,200.00)	(16,200.00)
C-310-9105-1471	Small Equipment Purchases		8,000.00	8,000.00
C-310-9127-0000	PW Garage Furnace & Air Conditioning Unit		10,000.00	10,000.00
C-310-9127-1471	PW Office Flooring	165.37	27,405.00	27,239.63
C-310-9300-1471	PW Garage Hoist		25,000.00	25,000.00
<b><u>Roads</u></b>				
C-313-9110-1523	Portage Avenue Storm Sewer Wet Sump Pumps		25,000.00	25,000.00
C-313-9271-1523	Phair Ave from 3rd - 6th Streets (200 m)		753,847.00	753,847.00
C-313-9272-1523	Nelson Street - Storm Sewer	1,571.95	120,031.00	118,459.05
C-313-9279-1523	Calder Drive Surface Treatment		10,000.00	10,000.00
C-316-9273-1523	Connecting Link - Kings Hwy 11-71 From Wright to York	4,927.46	541,300.00	536,372.54
C-316-9277-1523	Connecting Link - Colonization Rd E from Scott - 5th St	8,303.86	2,062,859.00	2,054,555.14
C-316-9303-1523	Connecting Link - Mill Rd Overpass Engineering		45,253.00	45,253.00
C-320-9271-1523	Sidewalks - Phair Ave from 3rd St - 6th St		104,036.00	104,036.00



**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at April 30, 2016**

		<b>Actual to Date</b>	<b>2016 Budget</b>	<b>Variance</b>
C-320-9272-1523	Sidewalks - Nelson St	8.22		(8.22)
C-320-9273-1523	Sidewalks - Kings Hwy - Wright to York	86.59		(86.59)
C-320-9299-1523	Scott Street - 200 Block Interlocking Brick		300,000.00	300,000.00
C-334-9230-1471	Sidewalk Machine c/w Blower Attachment	155,660.01	156,660.00	999.99
C-334-9292-1471	Street Sweeper	310,175.27	316,754.00	6,578.73
C-334-9298-1471	BobCat with Track w/c Bucket & Landscaping Equip		85,000.00	85,000.00
C-345-9135-1471	Pole Replacement		8,000.00	8,000.00
C-345-9301-1471	Traffic Light Poles Central Ave & Scott Street	2,398.89	8,200.00	5,801.11
C-360-9123-1471	GIS Capital Upgrades		2,290.00	2,290.00
	<b><u>Airport</u></b>			
C-390-0490-0952	Contribution from Reserve Funds		(60,000.00)	(60,000.00)
C-390-9302-1523	Groundwater Well & Treatment System	334.18	60,000.00	59,665.82
	<b><u>Waste Mangement System</u></b>			-
C-351-0490-0952	Contribution from Reserve Funds		(13,255.00)	(13,255.00)
C-351-9128-1471	Transfer Station Upgrades	209.74	13,255.00	13,045.26
	<b><u>Parks</u></b>			
C-580-0490-0589	Lawn Tractor Trade-In		(4,000.00)	(4,000.00)
C-580-0490-0632	Cemetery Trust Donation		(8,944.00)	(8,944.00)
C-580-0490-0952	Contribution from Reserve Funds		(54,000.00)	(54,000.00)
C-586-0430-0632	Lions Millennium Park- Donations	(2,535.78)		2,535.78
C-580-9105-1471	Small Equipment Replacement		5,000.00	5,000.00
C-580-9133-1471	4x4 Truck c/w Snow Plow		49,000.00	49,000.00
C-580-9174-1471	Cemetery 2-John Deere Lawn Tractors		12,944.00	12,944.00
C-586-0430-0632	Lion`S Park Contracted Works			
	Total Revenue	(2,535.78)	(4,749,834.00)	(4,747,298.22)
	Total Expenditures	483,841.54	4,749,834.00	4,265,992.46
	<b>TOTAL PUBLIC WORKS</b>	<b>481,305.76</b>	<b>-</b>	<b>(481,305.76)</b>
	<b>FORT FRANCES CHILDREN'S COMPLEX</b>			
C-641-0490-0432	RRDSSAB Grant			-
C-641-0490-0436	Health & Safety Grant (DSSAB)		(17,000.00)	(17,000.00)
C-641-0490-0952	Contribution from Reserve Funds		(35,000.00)	(35,000.00)
C-641-9106-0000	Vent Hood/Air Handling System for Hood		17,000.00	17,000.00
C-641-9133-1471	Vehicle Replacement		35,000.00	35,000.00
	Total Revenue	-	(52,000.00)	(52,000.00)
	Total Expenditures	-	52,000.00	52,000.00
	<b>TOTAL FFCC</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>SISTER KENNEDY CENTRE</b>			
C-622-0490-0448	Provincial Grant			-
C-622-0490-0952	Contribution from Reserve Funds			-
C-622-9105-0000	Small Capital Purchases			-
C-622-9108-1523	Centre Upgrades (Roof Replacement).			-
C-622-9133-0000	Enabling Accessibility Van			-
	Total Revenue	-	-	-
	Total Expenditures	-	-	-
	<b>TOTAL SKC</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Handivan</b>			
C-653-0490-0952	Contribution from Reserve Funds		(85,000.00)	(85,000.00)
C-653-9133-0000	Handivan Bus Replacement		85,000.00	85,000.00
	Total Revenue	-	(85,000.00)	(85,000.00)
	Total Expenditures	-	85,000.00	85,000.00
	<b>TOTAL SKC</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b><u>MSC/Recreation</u></b>			

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at April 30, 2016**

	<b>Actual to Date</b>	<b>2016 Budget</b>	<b>Variance</b>
C-720-0490-0952 Contribution from Reserve Funds		(112,000.00)	(112,000.00)
C-702-0490-0412 Provincial Grant	(135,000.00)	(112,000.00)	23,000.00
C-722-0490-0952 Contribution from Reserve Funds		(96,100.00)	(96,100.00)
C-725-0490-0448 One Time Grant	(1,800.00)		1,800.00
C-725-0490-0952 Contribution from Reserve Funds		(38,300.00)	(38,300.00)
C-740-0490-0952 Contribution from Reserve Funds		(8,000.00)	(8,000.00)
C-720-9294-1523 Tennis Courts	455.70	224,000.00	223,544.30
C-722-9105-1471 Floor Scrubber		8,000.00	8,000.00
C-722-9219-1471 Stage		24,000.00	24,000.00
C-722-9630-1523 52 Cnd Rink North Entrance Overhead Doors		4,500.00	4,500.00
C-722-9631-1471 52 Cnd Rink North Dehumidifier		23,000.00	23,000.00
C-722-9632-1523 Asbestos Tilte Removal in 52 Cnd Rink		5,000.00	5,000.00
C-722-9633-1471 IFK Rink Compressor Software		31,600.00	31,600.00
C-725-9624-0000 Fitness Equipment		3,000.00	3,000.00
C-725-9624-1495 Treadmill		7,000.00	7,000.00
C-725-9634-1471 Pool Motor & Pump		8,300.00	8,300.00
C-725-9635-1523 Door to Pool Hallway		3,000.00	3,000.00
C-725-9636-1471 Pool Natural Gas Heater	15,177.15	17,000.00	1,822.85
C-740-9108-1523 Sunny Cove Upgrades Windows & Doors		8,000.00	8,000.00
Total Revenue	(136,800.00)	(366,400.00)	(229,600.00)
Total Expenditures	15,632.85	366,400.00	350,767.15
<b>TOTAL MSC</b>	<b>(121,167.15)</b>	<b>-</b>	<b>121,167.15</b>
<b>LIBRARY</b>			
C-781-0490-0400 Federal Grant (CAPP)			-
C-781-0490-0412 Provincial Grant			-
C-781-0490-0952 Contribution from Reserve Funds		(30,000.00)	(30,000.00)
C-781-9109-0000 Computer Equipment		15,000.00	15,000.00
C-781-9105-1471 Make Space Equipment	1,135.09	10,000.00	8,864.91
C-781-9165-1471 Materials	6,513.17		(6,513.17)
C-781-9220-1471 Surveillance Upgrade		5,000.00	5,000.00
Total Revenue	-	(30,000.00)	(30,000.00)
Total Expenditures	7,648.26	30,000.00	22,351.74
<b>TOTAL LIBRARY</b>	<b>7,648.26</b>	<b>-</b>	<b>(7,648.26)</b>
<b>MUSEUM</b>			
C-791-0490-0400 Federal Grant			-
C-791-0490-0412 Provincial Grant			-
C-791-0490-0632 Donations	(19,005.13)		19,005.13
C-791-0490-0952 Contribution from Reserve Funds			-
C-791-9109-0000 Computer/Scanner & Photo Studio Lighting			-
Museum Roof			-
Total Revenue	(19,005.13)	-	19,005.13
Total Expenditures	-	-	-
<b>TOTAL MUSEUM</b>	<b>(19,005.13)</b>	<b>-</b>	<b>19,005.13</b>
<b>PLANNING &amp; DEVELOPMENT</b>			
C-122-0490-0400 Federal Grant	(155,581.01)	(503,949.00)	(348,367.99)
C-122-0490-0412 Provincial Grant		(781,528.00)	(781,528.00)
C-122-0490-0437 Other Sources of Revenue (BIA)	(30,000.00)	(130,000.00)	(100,000.00)
C-122-0490-0952 Contributions from Reserve Fund		(370,000.00)	(370,000.00)
C-122-0490-0954 Contribution from Reveune Fund (In-Kind)		(22,580.00)	(22,580.00)
C-150-0490-0952 Contributions from Reserve Fund		(142,000.00)	(142,000.00)
C-815-0490-0952 Contributions from Reserve Fund		( 2,290.00)	( 2,290.00)
C-122-9124-0000 Phone System Replacement	4,325.99	250,000.00	245,674.01
C-122-9286-1523 Rainy Lake Hotel Demolition/Market Square	23,115.40	1,558,057.00	1,534,941.60
C-150-9107-1471 Air Conditioner in Server Room		15,000.00	15,000.00

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at April 30, 2016**

		<b>Actual to Date</b>	<b>2016 Budget</b>	<b>Variance</b>
C-150-9127-1471	Mag Locks & Access Control - Main Entry		10,000.00	10,000.00
C-150-9127-1523	Replace Metal Cladding & Insulation Addition		65,000.00	65,000.00
C-150-9208-1523	Civic Centre Painting		10,000.00	10,000.00
C-150-9232-1523	Civic Centre Front Walkway/Sidewalk		42,000.00	42,000.00
C-815-9109-0000	Planning & Development GIS Capital		2,290.00	2,290.00
	Total Revenue	(185,581.01)	(1,952,347.00)	(1,766,765.99)
	Total Expenditures	27,441.39	1,952,347.00	1,924,905.61
	<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>(158,139.62)</b>	<b>-</b>	<b>158,139.62</b>
	<b>SANITARY SEWER</b>			
C-410-0490-0952	Contribution from Reserve Funds			-
C-410-0490-0954	Contribution from Revenue Funds		(622,841.00)	(622,841.00)
C-410-9105-1471	Sanitary Sewer Small Tools & Equipment		12,000.00	12,000.00
C-410-9123-1471	GIS Capital Upgrades	627.23	2,290.00	1,662.77
C-410-9138-1523	Refurbishing Sanitary Manholes		50,000.00	50,000.00
C-410-9238-1523	Design for Infrastructure Renewal Project for 2017		37,500.00	37,500.00
C-410-9271-1523	Phair Ave from 3rd - 6th Streets (395 meters Sanitary Main)		435,188.00	435,188.00
C-410-9272-1523	Nelson Street - Butler to Shevlin	275.47		(275.47)
C-410-9273-1523	King`s Hwy Wright to York	449.71		(449.71)
C-410-9277-1523	Colonization Road East from Scott to North of 5th Street		85,863.00	85,863.00
	Total Revenue	-	(622,841.00)	(622,841.00)
	Total Expenditures	1,352.41	622,841.00	621,488.59
	<b>TOTAL SANITARY SEWER</b>	<b>1,352.41</b>	<b>-</b>	<b>(1,352.41)</b>
	<b>SEWAGE TREATMENT PLANT</b>			
C-413-0490-0412	Provincial Grant	(41,401.50)		41,401.50
C-413-0490-0490	ON Power Authority-ERIP Grant		(32,568.00)	(32,568.00)
C-413-0490-0954	Contribution from Revenue Fund		(277,819.00)	(277,819.00)
C-413-0490-0952	Contribution from Reserve Funds		(2,459,752.00)	(2,459,752.00)
C-413-9105-1471	Small Miscellaneous Capital	2,080.35	120,000.00	117,919.65
C-413-9108-1471	STP Repairs Materials	3,536.17		(3,536.17)
C-413-9280-1523	Honeywell Improvements - Paring Lot Lights		66,256.00	66,256.00
C-413-9290-1523	Sludge Dewatering Equipment	468,859.64	2,583,883.00	2,115,023.36
	Total Revenue	(41,401.50)	(2,770,139.00)	(2,728,737.50)
	Total Expenditures	474,476.16	2,770,139.00	2,295,662.84
	<b>TOTAL STP</b>	<b>433,074.66</b>	<b>-</b>	<b>(433,074.66)</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		(970,970.00)	(970,970.00)
C-961-0490-0954	Contribution from Revenue Fund		(327,130.00)	(327,130.00)
C-961-9105-1471	Miscellaneous Tools/Equipment		12,000.00	12,000.00
C-961-9123-1471	GIS Capital Upgrades		4,580.00	4,580.00
C-961-9137-1523	Replacing Main Line Water Valves/Hydrants	6,124.29	100,000.00	93,875.71
C-961-9236-1523	8th Street York to East Contracted Works	42.49		(42.49)
C-961-9272-1523	Nelson Street - Butler to Shevlin	182.61		(182.61)
C-961-9238-1523	Design for Infrastructure Renewal Project for 2017		37,500.00	37,500.00
C-961-9273-1523	King`s Hwy Wright to York	1,129.03		(1,129.03)
C-961-9271-1523	Phair Ave from 3rd - 6th Streets (395 meters Sanitary Main)		497,124.00	497,124.00
C-961-9277-1523	Colonization Road East from Scott to North of 5th Street		646,896.00	646,896.00
	Total Revenue	-	(1,298,100.00)	(1,298,100.00)
	Total Expenditures	7,478.42	1,298,100.00	1,290,621.58
	<b>TOTAL WATERWORKS ADMIN</b>	<b>7,478.42</b>	<b>-</b>	<b>(7,478.42)</b>
	<b>WATER TREATMENT PLANT</b>			
C-965-0490-0954	Contribution from Revenue Fund		(60,000.00)	(60,000.00)

**Town of Fort Frances  
Capital Fund Budget vs Actual  
as at April 30, 2016**

		<b>Actual to Date</b>	<b>2016 Budget</b>	<b>Variance</b>
C-965-9105-1471	Misc. Small Capital	2,325.69	60,000.00	57,674.31
	Total Revenue	-	(60,000.00)	(60,000.00)
	Total Expenditures	2,325.69	60,000.00	57,674.31
	<b>TOTAL WTP</b>	<b>2,325.69</b>	<b>-</b>	<b>(2,325.69)</b>
<b>TOTAL REVENUE</b>		<b>(385,323.42)</b>	<b>(12,164,941.00)</b>	<b>(11,779,617.58)</b>
<b>TOTAL EXPENDITURES</b>		<b>1,025,220.31</b>	<b>12,164,941.00</b>	<b>11,139,720.69</b>
<b>TOTAL CAPITAL</b>		<b>639,896.89</b>	<b>-</b>	<b>(639,896.89)</b>



# Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period: 04-1-2016 - 04-30-2016

Municipality	Fort Frances						
Permit RollNo	Applicant	Contractors	Property Address	Work Description	Units / Area	Value	
2016012			1053 RIVER RD W	Construct a dormer over the front door. Framing per drawings		\$3,000.00	
59-12-010-005-01100-0000	Fort Frances	ontario	<b>Legal Description:</b> PLAN SM 59 LOT 14 & PT LOT 15 48R3344 PART 2 PCL14-1,15-2	<b>Stat's Canada Codes</b> Building: 110 Work: 03	1		
2016017			1320 EMO RD	Remove and replace existing siding. Remove existing foam insulation install 1.5 rigid foam and new siding. Remove existing window and install a door in kitchen.		\$7,000.00	
59-12-010-006-05300-0000	Fort Frances ON P9A 2V5	Mike Plinvidic	<b>Legal Description:</b> RP RR183 LOT 15 W PT LOT 16,PCL14332 PLAN 48R2637 PT;PART 1	<b>Stat's Canada Codes</b> Building: 110 Work: 03	1		
2016015	Fort Frances Rick McEvoy	Rick McEvoy Fort Frances	426 NELSON ST	Remove and replace existing fire escape. Install new foundations, railings and guards		\$5,000.00	
59-12-020-001-04800-0000	Fort Frances	ontario	<b>Legal Description:</b> PLAN ALB LOT 195 W PT LOT 194 PCL2859 3637 1817	<b>Stat's Canada Codes</b> Building: 310 Work: 03	1		
2016014			331 SECOND ST E	Remove rotten sill plates and replace with new treated sills and studs to top plate.		\$1,000.00	
59-12-020-003-01100-0000	Fort Frances ON P9A 1M9	Fort Frances BRYAN SECKENBUSH E P9A 1M9	<b>Legal Description:</b> PLAN M70 BLK 2 LOT 7 PCL1679	<b>Stat's Canada Codes</b> Building: 450 Work: 03	1		

## Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period: 04-1-2016 - 04-30-2016

<b>2016019</b>	424 FIRST ST E	Quality Builders	424 FIRST ST E	Construct a 24 x 34 accessory use building		\$29,000.00
59-12-020-004-00600-0000	FORT FRANCES ON P9A 1K8		<b>Legal Description:</b> PLAN M69 BLK 2 LOT 24 & 25 PCL BLK 2-24-4	<b>Stat's Canada Codes</b> Building: 450 Work: 01	78.59	
<b>2016016</b>	1001 FRENETTE AVE		1001 FRENETTE AVE	Construct a new uncovered deck around existing pool		\$1,000.00
59-12-030-003-14600-0000	FORT FRANCES ON P9A 3V3		<b>Legal Description:</b> PLAN SM33 PT BLK 32 PT CLSD AVE 48R2195 PART 5 PCL 32-5	<b>Stat's Canada Codes</b> Building: 0 Work: 01	1	
<b>2016009</b>	2320 WHITEHALL DRIVE	LH NORTH	1018 FIRST ST E	Demolish and Remove from site existing Single detached dwelling, leaving the necessary use building to be deemed with 1020 First Street East		\$1,000.00
59-12-030-005-04100-0000	THUNDER BAY ONTARIO P7K 1G5		<b>Legal Description:</b> PLAN SM48 LOT 69 PT LANE PCL 6591	<b>Stat's Canada Codes</b> Building: 110 Work: 16	0	
<b>2016013</b>	2320 WHITEHALL DR	LH NORTH	1020 FIRST ST E	Demolish and remove from site existing Accessory Use Building		\$0.00
59-12-030-005-04200-0000	THUNDER BAY ON ON P7K 1G5		<b>Legal Description:</b> PSM48 LOTS 70 AND 71 PT LANE PCL 8293	<b>Stat's Canada Codes</b> Building: 450 Work: 16	0	
<b>Sum</b>			Summary (8 detail records)		6	\$47,000.00
<b>Grand Total</b>			Summary (8 detail records)		6	\$47,000.00