

TOWN OF FORT FRANCES

Administration & Finance Executive Committee

AGENDA - Tuesday, June 21, 2016

MEETING - Committee Room

Session # 32

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. **Approval of Previous Committee Minutes**
 - 4..1 Tuesday, June 7, 2016 3 - 5
5. **In-Camera**
 - 5..1 Review of Information Technology Services Contract
6. **Items Referred from Council**
 - 6..1 District 1A Senior Games Committee Financial Request 6 - 7
 - 6..2 Rainy River District Municipal Association per Capita Request 8 - 10
7. **New Business**
 - 7..1 Telephone System Update-T. Rob and M.McCaig
 - 7..2 357/358 Application 525 Portage Avenue 11 - 16
 - 7..3 Financial Software Update
8. **Non-agenda Items**
9. **Outstanding Items**
 - 9..1 Couchiching First Nations Water & Sewer Agreement
 - 9..2 Elected Officials Remuneration By-Law No. 202/10-C (Fall)
10. **Information**
 - 10..1 May 2016-General, Water and Sewer, and Capital Fund Actuals 17 - 25
11. **Adjourn / Next Meeting Date**

11..1 Tuesday, July 5, 2016 at 12:00 p.m.

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #32

Tuesday, June 7, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on Tuesday, June 7, 2016 from 12:00 p.m. Noon

PRESENT: Councillor Ken Perry, Councillor Wendy Brunetta and mayor Avis

ALSO PRESENT: Mark McCaig, CAO and Laurie Witherspoon, Treasurer

REGRETS: Councillor Paul Ryan

1. Call to Order

- 1.1 Councillor Ken Perry called the Administration & Finance Executive Committee Meeting to Order at 12:10 p.m.

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

- 2.1 Mark McCaig Arbitration & Forestry Meeting Travel Expense
- 2.2 Dr. Recruitment Requests
- 2.3 Library Services

3. Disclosure of pecuniary interest and the general nature thereof

- 3.1 Mayor Roy Avis declared a conflict of interest on Agenda Item 7.2 Mayor Roy Avis Economic Development Meeting Travel & Per Diem Claims as those were his expenses.

4. Approval of Previous Committee Minutes

- 4.1 The Committee considered the following resolution:
Brunetta/Perry: That the minutes of the previous meeting held on Tuesday, May 17, 2016 be approved as presented. CARRIED

5. In-Camera

6. Items Referred from Council

- 6.1 OFSAA 2017 Committee Financial Request - The Committee recommended to support the OFSAA 2017 Championship tournament and authorize Platinum Sponsor in the amount of \$5,000.00, Memorial Sports Centre use & set up and to examine further sponsorship during the 2017 budget process.
- 6.2 Fort Frances Canadian Bass Championship (July 20 - 23, 2016) Request - The Committee recommended to:
Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through E. Slomke, Clerk,

Item 2) The use of Memorial Sports Centre stage, tables, chairs and Town picnic tables – The FFCBC will arrange for pick-up and return; Co-ordinate through J. Kabel, Community Services Manager and T. McKinnon, Parks working Foreman,

Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through E. Slomke, Clerk,

Item 4) Use of the four barricades for the use at the Sorting Gap; Co-ordinate through M. Strachan, Transport Superintendent,

Item 5) Building Permit application (in-kind) for the erection of the tent; Co-ordinate through T. Rob, CBO,

Item 6) The Memorial Sports Centre will provide a list of vacant dock slips for tournament use; Co-ordinate through J. Kabel, Community Services Manager,

Item 7) Waive launch fees for tournament competitors and volunteers from July 20th to July 23rd. FFCBC will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there; Co-ordinate through J. Kabel, Community Services Manager,

Item 8) Authorize temporary installation of poles and flags on the concrete pylons and edges of the launch ramp and the removal of older FFCBC flags currently on the Marina docks that are in a state of disrepair; Co-ordinate through J. Kabel, Community Services Manager,

Item 9) Allow the FFCBC to attach pennants, signs, and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event. The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the waterfront walkways and motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching banners, signs & pennants to the streetlights poles as in 2015 is utilized in 2016.

Item 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key; Co-ordinate through J. Kabel, Community Services Manager, and

The Town will assist in the set up & take down of the Main Event Tent - the O & F division workforce – 4 Public Works workers and 4 Parks workers will provide assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent.

Further, that the responsible entity for the Fort Frances Canadian Bass Championship Live Release Tournament ensure a minimum of \$5,000,000 commercial general liability insurance, name the Town of Fort Frances as an additional insured, and have Host Liquor Liability coverage if their event sells liquor & that certified Smart Serve bartenders are used for any liquor sales for their event planned to start on July 20th, 2016 through to the date the tent is taken down.

- 6.3 Rainy River Vet Services Committee Annual Vet Assistance Request - The Committee recommended to make a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 to support the request from the Rainy River Vet Services Committee.
- 6.4 Township of Killaloe-Hagarty-Richards re: Fort McMurray Recovery Donation Challenge - The Committee recommended to receive the Township of Killaloe, Hagarty and Richards request regarding Fort McMurray donation challenge and that no further action be taken.

7. New Business

- 7.1 BIA 2016 Budget & Tax Rate - The Committee recommended to approve the 2016 BIA Budget and authorize that a by-law setting the 2016 BIA tax rates, levy and collection be

brought forth.

- 7.2 Mayor Roy Avis Economic Development Meeting Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$ as submitted by Mayor Roy Avis for his attendance at the Economic Development Meeting held in Thunder Bay, Ontario on May 25, 2016.

8. Non-agenda Items

- 8.1 Mark McCaig Arbitration & Forestry Meeting Travel Expense Claim - The Committee recommended to approve the Travel Expense claim in the total amount of \$110.00 as submitted by Mark McCaig, CAO for his attendance at the Arbitration & Forestry Meetings held in Thunder Bay from May 23 – 25, 2016.
- 8.2 Dr. Recruitment Requests - The Committee recommended that a letter be sent to the Doctor Recruitment Committee outlining our past, present and future commitment for support for doctor recruitment.
- 8.3 Library Services - Verbal update on Board suggestion of changing signing authority. The Committee recommended further investigation and discussion.

9. Outstanding Items

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

10. Information

- 10.1 Rainy River District Social Services Administration Board Financial Statements for the year ended December 31, 2016

11. Adjourn / Next Meeting Date

- 11.1 Next Meeting Date: Tuesday, June 21, 206 at 12:00 p.m.

Executive Committee Chair

M. McCaig, CAO



ADMINISTRATION & FINANCE DIVISION TREASURY REPORT 2016/60

TO: Administration & Finance Executive Committee

FROM: Dawn Galusha, Deputy Treasurer

DATE: June 17, 2016

SUBJECT: District 1A Senior Games Committee Financial Request

BACKGROUND

At the June 13, 2016 Council Meeting, the letter received from Irene Laing of the District 1A Senior Games Committee for financial support of the event in the amount of \$2.00 per participant was referred to the Administration & Finance Executive Committee for recommendation.

This year, the District 1A Senior Games were held in Fort Frances on June 7 and 8. The committee had anticipated one hundred participants. Per Policy 1.16 *"Memberships and Grants"*, this is a one-time request for funding to this organization. In the case of tournaments and similar events where winners will proceed to competitions at a Provincial, National or International level the maximum grant will be \$1.00 per participant per day to a maximum of \$400. The winners of these games will be eligible to compete in the Ontario Senior Games which are held in Midland in August of this year. Following Policy, the one-time contribution would be \$100.00 for these Games.

SISTER KENNEDY CENTRE
401 NELSON STREET
FORT FRANCES, ONTARIO
P9A 3B5
807-274-7656



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

May 20, 2016

Dear Mayor and Council:

The District 1A Senior Games for residents of the Kenora/Patricia and Rainy River districts will be held in Fort Frances this year on June 7 and 8. We anticipate attendance of approximately one hundred people to participate in the Games. Winners of the Games will be eligible to compete in the Ontario Senior Games which are being held in Midland in August of this year.

We would appreciate the Town's financial support in the amount of \$2.00 per participant to help to defray the expenses involved in mounting the Games.

Thanking you for your consideration,

Sincerely

Irene Laing
District 1A Senior Games Committee



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/61**

TO: Administration & Finance Executive Committee
FROM: Dawn Galusha, Deputy Treasurer
DATE: June 17, 2016
SUBJECT: Rainy River District Municipal Association per Capita Request

BACKGROUND

The attached email was received from Glenn Treflin, Secretary-Treasurer of the Rainy River District Municipal Association requesting \$0.45 per capita financial contribution. Based on a population of 7,955 for Fort Frances, the cost will be \$3,579.75. This is a budgeted expense as in prior years.



glenn
<glennwtreftlin@hotmail.com>

05/27/2016 04:25 PM

To Kathy Lawson <klawson@fort-frances.com>, Lisa Slomke
<lslomke@fort-frances.com>, Sue Bates
<sue.bates@atikokan.ca>, Town of Atikokan

cc

bcc

Subject RRDMA Per Capita Levy 2016

Hi folks |:

Please find attached the schedule of 2016 per capita fees to be paid by each respective District municipality. Find your municipality in the first column of the listing and the per capita fee payable is shown across in the last column to the right.

Please note that the 2016 per capita fee was approved at the May 18th, 2016 general meeting at \$0.45 per capita for 2016.

I look forward to receiving your payment, or in some cases, the balance of your payment on or before June 30th, 2016.

Thanks for your consideration of this.

Glenn W. Treftlin, Secretary-Treasurer
Rainy River District Municipal Association
919 Fifth Street East
Fort Frances, ON P9A 1V3
ph.: 807-274-8777 (home) 807-275-7311 (cell)



email: glennwtreftlin@hotmail.com 2016 PER CAPITA LEVY based on \$.45.xlsx

**RAINY RIVER DISTRICT MUNICIPAL ASSOCIATION
2016 PER CAPITA LEVY**

MUNICIPALITY	POPULATION	RATE	AMOUNT @ \$.45 per capita
Fort Frances	7955	\$0.45	\$3,579.75
Rainy River	842	\$0.45	378.90
Alberton	804	\$0.45	361.80
Atikokan	2800	\$0.45	1,260.00
Chapple	741	\$0.45	333.45
Dawson	457	\$0.45	205.65
Emo	1186	\$0.45	533.70
La Vallee	943	\$0.45	424.35
Lake of the Woods	228	\$0.45	102.60
Morley	<u>500</u>	\$0.45	<u>225.00</u>
	<u>16456</u>		<u>\$7,405.20</u>

Approved at the General Membership meeting May 18, 2016.

Population figures taken from the 2016 Ontario Municipal Directory, a publication of the Association of Municipal Managers, Clerks and Treasurers of Ontario.

Fees are payable on or before June 30th, 2016.

Mail cheques payable to the Association to Glenn Treftlin, Secretary-Treasurer,

Rainy River District Municipal Association, c/o 919 Fifth Street E., Fort Frances, ON P9A 1V3

TO: Administration & Finance Executive Committee
FROM: Dawn Galusha, Deputy Treasurer
DATE: June 17, 2016
SUBJECT: 357/358 Applications for Tax Adjustment
Re: 525 Portage Avenue (2015) Roll # 5912-020-007-10800-0000

BACKGROUND

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2015 taxes for 525 Portage Avenue as the building was previously a Motel and has changed to a retail with Residence. The valuation has been adjusted to a cost approach until the renovation/repairs are completed. The property requires further/ongoing renovation before it can be used/occupied as intended at the time of inspection, dated May 25, 2016. The property will be changed to the income approach with MT tax class when the 2nd floor apartment renovations are completed.

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

Section 357 (5) (b) of the *Municipal Act* states that the Municipality must notify the applicant(s) of the meeting by mail sent 14 days before the meeting. Notice of Hearing to consider this Section 357/358 application for 2015 was delivered to the applicant on June 10, 2016 indicating notification that the public hearing is scheduled for Monday, June 27, 2016.

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

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



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

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

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

June 10, 2016

Mark Howarth
Twyla Howarth
525 Portage Ave.
Fort Frances, Ontario
P9A 2A2

Dear Mr. & Mrs. Howarth:


Re: Hearing to Consider Section 357/358 Applications

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on Monday, June 27, 2016 in the Council Chambers located at the Civic Centre, 320 Portage Avenue, Fort Frances. The Committee of the Whole begins at 5:30 p.m.

The Council of the Town of Fort Frances will be conducting the hearing to consider Section 357/358 Applications, including the application with regard to property located at 525 Portage Avenue in Fort Frances.

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

Sincerely,


Laurie A. Witherspoon, CMO
Treasurer

Enc.

JUNE 1, 2016
11:30 AM

TOWN OF FORT FRANCES
COUNCIL WRITE-OFF REPORT
CANCELLATION REFUNDS REDUCTIONS

PAGE: 1
HEATHER HATCH

ROLL	NAME	CONTROL #	YEAR	PROPERTY LOCATION	ASSMNT/AC	WRITE-OFF	INTEREST	TOTAL
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*** CANCELLATION REFUNDS REDUCTIONS ***

REPAIRS RENOVATIONS 3 MONTHS NONUSABLE
5912 020 007 10800 0000 HOWARTH LESLIE MARK 0
2015-00005 2015

PORTAGE AVE	SES					5,596.64	0.00	5,596.64
133,419-	CT							
9,500-	RTP							

2015 INT							0.00	
2015 CT						5,436.02		5,436.02
2015 RTP						160.62		160.62

REPAIRS RENOVATIONS 3 MONTHS NONUSABLE TOTAL

5,596.64	0.00	5,596.64
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CANCELLATION REFUNDS REDUCTIONS TOTAL

2015 INT							0.00	
2015 CT						5,436.02		5,436.02
2015 RTP						160.62		160.62

TOTAL

5,596.64	0.00	5,596.64
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8015-00005

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

Taxing Authority:	TOWN OF FORT FRANCES	Application #:	9104217
Roll #:	5912 020 007 10800	Application Reason:	357(1)(g) REPAIR/RENO PREVENTING USE
Address:	525 PORTAGE AVE	Tax Year:	2015
		Claimed Relief Period:	From FEB 5/15 To DEC 31/15

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Property Class	2012 CVA as returned or most recently revised for taxation year noted in application	2015 Phased-In Amount as returned or most recently revised	CVA as revised (Sec 40 or Sec 39.1) if applicable OR after the correction of a factual error (CVA)	Notional Value of Structure damaged, demolished, razed or removed OR undergoing repairs or renovations (CVA)	Notional Value of Property (land and any remaining bldgs.) after damage, demolition, razing or removal OR undergoing repairs or renovations (CVA)	Assessment			
						2008 CVA	2012 CVA	2015 Phased-In Value Attributed to Value in (H)	2014 Phased-In Value Attributed to Value in (H)
FROM								0	0
CT	311,000	308,500		134,500		301,000	311,000	308,500	306,000
RT	22,000	22,000		9,500		52,000	22,000	22,000	22,000
TO								0	0
CT						170,825	176,500	175,081	173,663
RT						29,545	12,500	12,500	12,500
								0	0
								0	0

MPAC's Remarks:

MPAC inspected the property May 25/16. Valuation has been adjusted from an Income approach for previous Motel to Cost approach as a retail with Res until renovation/repairs are completed. Adjustment made to costing for new roof and improvements and obsolescence applied for degree of overall finish. Property requires further/ongoing renovation before it can be used/occupied as intended at time of inspection. Property will be changed to Income approach with MT tax class when 2nd floor apartment renovations are completed.

Factor Methodology

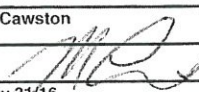
Shown below is the CVA and classification that would have been returned for the taxation year of the application in order to reflect the physical circumstances and use set out in the application provided that those circumstances had existed at roll return.

Property Class	2008 CVA	2012 CVA	2015 Phased-In Value	2014 Phased-In Value	Factor Methodology Applied
CT	\$170,825	\$176,500	175,081	173,663	PSDF
29545	\$12,500	\$12,500	12,500	12,500	PSDF
			0	0	
			0	0	
			0	0	
			0	0	

MPAC Representative Name:

M. Cawston

MPAC Representative Signature:



Date:

May 31/16

SECTION 357/358 APPLICATION

Application/Appeal #

TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Taxation Year: 2015

Municipality:

TOWN OF FORT FRANCES

Roll Number:

59-18-030-001-108-00

Property Address:

525 PORTAGE AVE

Applicant Name:

MARK HOWARTH

Owner Name:

LESLIE MARK HOWARTH

Contact Number:

607-274-3944

Mailing Address:

525 PORTAGE AVE

Alternative Num:

807-275-9996

FF ON P94 042

Reason for Application: (Check one box only)

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

Details of Reason:

RENOVATION

Effective from:

02.05.15 to 12.31.15

Applicant Signature:

M. Howarth

Date: 02.05.16

ASSESSMENT REPORT:

MUNICIPALITY

ASSESSOR

Assessment Roll
As ReturnedRevised Since
Roll Return☐

Enter Revisions Below

Assessment Report

School Bd:

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

RTC/RTQ	2005 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2005 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
CT			308,500	175,081				
RTS			82,000	12,500				

Revised:

Reason for Change (Assessor Comments):

Reason Original Assessment Revised:

Assessor Name:

Signature:

Date: 1/1/16

TREASURER'S REPORT ON TAX LIABILITY

RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy
CT	-133,419	.04506535	330	5436.02	13,902.66
RTS	-9,500	.01842275	330	160.62	411.40

Recommended: ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount \$5596.64

Comments:

Treasury Position:

Treasurer

Signature:

L. Winkler

Date: 06/10/16

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY):

06/27/16

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

Reason:

Appeared for Applicant

Appeared for Municipality

Signature of Council/ARB Member

Name/Title

TAX BILL

FINAL 2015

Billing Date: JUNE 17, 2015
Roll Number 5912 020 007 10800 0000 **Account** 00021634

Mailing Address:

HOWARTH LESLIE MARK
HOWARTH TWYLA RUBY
525 PORTAGE AVE
FORT FRANCES ON
P9A 2A2

Property Information:

Legal Description:
PSM61 LOT 43 TO 47 PCL 43-1

Owner(s):
HOWARTH LESLIE MARK
HOWARTH TWYLA RUBY

Civic Address:
525 PORTAGE AVE

ASSESSMENT		MUNICIPAL				EDUCATION		
		MUNICIPAL	Rate	Amount	Rate	Amount	Rate	Amount
CT	308,500	MUNICIPAL	.0331653500	10,231.51			.0119000000	3,671.15
RTS	22,000	MUNICIPAL	.0167501800	368.50			.0019500000	42.90

**Town of Fort Frances
General Fund (Operating)
Actuals as at May 31, 2016**

		Actuals to Date	2016 Draft Budget	Variance
CORPORATE				
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	111,302.27	717,598.00	606,295.73
112	Contribution to Reserves & Reserve Funds		1,375,000.00	1,375,000.00
113	Long Term Debt	123,370.35	640,120.00	516,749.65
115	Election		-	-
161	Riverside Health Care/Dr Recruitment	28,333.75	69,000.00	40,666.25
161	Clinic Financing Interest		8,500.00	8,500.00
162	RR DSSAB	646,288.38	1,878,859.00	1,232,570.62
163	Rainycrest	25,261.60	60,628.00	35,366.40
164	Northwestern Health Unit	184,406.70	368,814.00	184,407.30
820	Economic Development	1,879.74	166,435.00	164,555.26
821	Travel Information Centre	6,771.97	10,770.00	3,998.03
830	Solar Panel Project	(2,615.93)	(25,270.00)	(22,654.07)
991	English Public School Board	351,986.87	1,413,758.00	1,061,771.13
992	English Separate School Board	74,119.59	288,281.00	214,161.41
993	French Public School Board	350.05	1,379.00	1,028.95
994	French Separate School Board	916.22	3,423.00	2,506.78
Total Corporate		(6,025,284.62)	(9,051,026.00)	(3,025,741.38)
ADMINISTRATION AND FINANCE				
070	Other Unassigned Revenue	(147,449.68)	(321,500.00)	(174,050.32)
120	Administration	82,848.22	297,065.00	214,216.78
121	Admin Vehicle	1,818.47	5,608.00	3,789.53
122	Municipal Buildings	4,325.22	30,005.00	25,679.78
125	HR Department	41,257.83	95,000.00	53,742.17
130	Clerk	75,855.53	172,189.00	96,333.47
140	Treasury	334,123.76	387,734.00	53,610.24
910	PUC Administration	30,195.89	95,170.00	64,974.11
Total Administration and Finance		422,975.24	761,271.00	338,295.76
EMERGENCY SERVICES				
211	Emergency Services	321,586.79	915,913.00	594,326.21
227	Emergency Measures	5,296.58	19,849.00	14,552.42
228	911 Service	11,646.74	13,800.00	2,153.26
231	Police Revenue	(16,323.73)	(24,000.00)	(7,676.27)
232	Police Services Board	3,984.59	21,350.00	17,365.41
233	Police Administration	971,494.44	2,332,588.00	1,361,093.56
Total Emergency Services		1,297,685.41	3,279,500.00	1,981,814.59
COMMUNITY SERVICES				

**Town of Fort Frances
General Fund (Operating)
Actuals as at May 31, 2016**

		Actuals to Date	2016 Draft Budget	Variance
622	Sister Kennedy Centre	17,714.99	34,600.00	16,885.01
641	Fort Frances Children's Complex	36,701.37	6,045.00	(30,656.37)
643	Best Start Hub/Resource Centre	(19,672.78)	668.00	20,340.78
644	Day Care Resource Teacher	732.18	833.00	100.82
653	Handi-Transit System	41,957.72	90,302.00	48,344.28
713	Townshend Theatre	(6,620.69)	-	6,620.69
722	Recreation Facilities	243,675.88	627,806.00	384,130.12
725	Recreation Programs	17,924.04	111,079.00	93,154.96
732	Community Services	46,893.08	132,683.00	85,789.92
740	Sunny Cove Camp	5,225.62	14,327.00	9,101.38
781	Fort Frances Public Library	198,066.65	493,191.00	295,124.35
784	Library School Co-op Fund	(27,702.19)		27,702.19
791	Museum	60,300.80	146,810.00	86,509.20
817	Waterfront Development/Marina	(4,334.74)	47,739.00	52,073.74
Total Community Services		610,861.93	1,706,083.00	1,095,221.07

OPERATIONS AND FACILITIES

310	PW Administration	(95,117.63)	(102,217.00)	(7,099.37)
311	PW Buildings & Yards	56,594.23	118,672.00	62,077.77
313	Municipal Roads	414,103.63	1,284,156.00	870,052.37
318	Public Parking Lots	11,021.23	15,980.00	4,958.77
320	Sidewalks	49,665.09	107,954.00	58,288.91
330	Private Works Charges	3,180.23	32,668.00	29,487.77
331	Private Crossing Charges	2,091.74	18,367.00	16,275.26
333	PW Vehicles	73,255.58	219,790.00	146,534.42
334	PW Equipment	84,593.63	248,329.00	163,735.37
344	PW Stores	35,708.21	63,236.00	27,527.79
345	Traffic Signal Maintenance	2,901.56	7,779.00	4,877.44
346	Streetlight Maintenance	19,387.87	53,317.00	33,929.13
350	Garbage Collection	(22,687.20)	(167,172.00)	(144,484.80)
351	Recycling Services	74,178.44	192,448.00	118,269.56
352	Sanitary Landfill	(36,120.66)	(25,276.00)	10,844.66
360	Engineering	12,237.96	27,904.00	15,666.04
390	Airport	46,134.63	(29,762.00)	(75,896.63)
391	Airport Building Maintenance	19,286.42	45,295.00	26,008.58
393	Airport Grounds Maintenance	8,544.92	63,670.00	55,125.08
580	Parks & Cemeteries Admin.	52,345.93	196,473.00	144,127.07
582	Fort Frances Cemetery	13,050.61	89,281.00	76,230.39
583	Riverview Cemetery	10,543.36	172,375.00	161,831.64
584	Point Park	(1,658.38)	29,188.00	30,846.38
585	Parks - Outdoor Facilities	96,444.07	230,684.00	134,239.93
586	Lions Millennium Park	136.50	12,196.00	12,059.50
Total Operations and Facilities		929,821.97	2,905,335.00	1,975,513.03

PLANNING AND DEVELOPMENT

150	Civic Centre	29,434.32	78,394.00	48,959.68
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**Town of Fort Frances
General Fund (Operating)
Actuals as at May 31, 2016**

		Actuals to Date	2016 Draft Budget	Variance
271	By-Law Enforcement	55,126.72	142,572.00	87,445.28
272	Animal Shelter	1,983.70	10,144.00	8,160.30
275	Fight the Blight Campaign	23,359.35		
813	Building Official	42,137.41	59,104.00	16,966.59
815	Planning & Zoning	33,759.18	108,623.00	74,863.82
	Total Planning and Development	185,800.68	398,837.00	236,395.67
	Sub-Total General Fund (Operating)	(2,578,139.39)	-	2,601,498.74
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	(2,578,139.39)	-	2,601,498.74
	TOTAL BUDGET - Revenue	(9,545,318.03)	(21,604,520.00)	(12,059,201.97)
	TOTAL BUDGET - Expenditures	6,967,178.64	21,604,520.00	14,637,341.36
		(2,578,139.39)	0.00	2,578,139.39

Water and Sewer Fund (Operating)
Actuals to May 31, 2016

WATER		Actuals to Date	Draft 2016 Budget	Variance
961	Waterworks Administration	-701,760.49	(669,471.00)	32,289.49
965	Water Treatment Plant	192,623.24	539,114.00	346,490.76
966	Water Storage Facility	13,762.88	130,357.00	116,594.12
		-495,374.37	0.00	495,374.37
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		-495,374.37	0.00	495,374.37

SEWER		Actual to Date	Draft 2016 Budget	Variance
410	Sanitary Sewer Administration	-694,675.61	(748,247.00)	(53,571.39)
413	Sewage Treatment Plant	282,794.24	748,247.00	465,452.76
		-411,881.37	0.00	411,881.37
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		-411,881.37	0.00	411,881.37

**Town of Fort Frances
Capital Fund Budget vs Actual
as at May 31, 2016**

	Actual to Date	2016 Budget	Variance
Administration			
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
TOTAL ADMINISTRATION	5,023.59	-	(5,023.59)
Honeywell Project			
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
TOTAL CIVIC CENTRE	-	-	-
EMERGENCY SERVICES			
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
TOTAL EMERGENCY SERVICES	-	-	-
PUBLIC WORKS			
<u>Transportation</u>			
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
<u>Roads</u>			
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

**Town of Fort Frances
Capital Fund Budget vs Actual
as at May 31, 2016**

		Actual to Date	2016 Budget	Variance
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	52,588.40	2,062,859.00	2,010,270.60
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
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	4,965.94	8,200.00	3,234.06
C-360-9123-1471	GIS Capital Upgrades		2,290.00	2,290.00
	<u>Airport</u>			
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
	<u>Waste Mangement System</u>			-
C-351-0490-0952	Contribution from Reserve Funds		(13,255.00)	(13,255.00)
C-351-9128-1471	Transfer Station Upgrades	1,751.50	13,255.00	11,503.50
	<u>Parks</u>			
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	(2,835.78)		2,835.78
C-580-9105-1471	Small Equipment Replacement	1,648.21	5,000.00	3,351.79
C-580-9133-1471	4x4 Truck c/w Snow Plow	9,158.42	49,000.00	39,841.58
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	(2,835.78)	(4,749,834.00)	(4,746,998.22)
	Total Expenditures	543,041.52	4,749,834.00	4,206,792.48
	TOTAL PUBLIC WORKS	540,205.74	-	(540,205.74)
	FORT FRANCES CHILDREN'S COMPLEX			
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-641-9127-1523	Contracted Works	10,291.80		(10,291.80)
C-641-9133-1471	Vehicle Replacement		35,000.00	35,000.00
	Total Revenue	-	(52,000.00)	(52,000.00)
	Total Expenditures	10,291.80	52,000.00	41,708.20
	TOTAL FFCC	10,291.80	-	(10,291.80)
	SISTER KENNEDY CENTRE			
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	-	-	-
	TOTAL SKC	-	-	-

**Town of Fort Frances
Capital Fund Budget vs Actual
as at May 31, 2016**

	Actual to Date	2016 Budget	Variance
Handivan			
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
TOTAL SKC	-	-	-
<u>MSC/Recreation</u>			
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
TOTAL MSC	(121,167.15)	-	121,167.15
LIBRARY			
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
TOTAL LIBRARY	7,648.26	-	(7,648.26)
MUSEUM			
C-791-0490-0400 Federal Grant			-
C-791-0490-0412 Provincial Grant			-
C-791-0490-0632 Donations	(19,105.13)		19,105.13
C-791-0490-0952 Contribution from Reserve Funds			-
C-791-9109-0000 Computer/Scanner & Photo Studio Lighting			-
Museum Roof			-

**Town of Fort Frances
Capital Fund Budget vs Actual
as at May 31, 2016**

	Actual to Date	2016 Budget	Variance
Total Revenue	(19,105.13)	-	19,105.13
Total Expenditures	-	-	-
TOTAL MUSEUM	(19,105.13)	-	19,105.13
PLANNING & DEVELOPMENT			
C-122-0490-0400 Federal Grant	(155,581.01)	(503,949.00)	(348,367.99)
C-122-0490-0412 Provincial Grant	(11,025.68)	(781,528.00)	(770,502.32)
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	4,963.91	250,000.00	245,036.09
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
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	(196,606.69)	(1,952,347.00)	(1,755,740.31)
Total Expenditures	28,079.31	1,952,347.00	1,924,267.69
TOTAL PLANNING & DEVELOPMENT	(168,527.38)	-	168,527.38
SANITARY SEWER			
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	627.23	12,000.00	11,372.77
C-410-9123-1471 GIS Capital Upgrades		2,290.00	2,290.00
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	1,416.97	85,863.00	84,446.03
Total Revenue	-	(622,841.00)	(622,841.00)
Total Expenditures	2,769.38	622,841.00	620,071.62
TOTAL SANITARY SEWER	2,769.38	-	(2,769.38)
SEWAGE TREATMENT PLANT			
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	9,610.99	120,000.00	110,389.01
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	532,723.26	2,583,883.00	2,051,159.74
Total Revenue	(41,401.50)	(2,770,139.00)	(2,728,737.50)
Total Expenditures	545,870.42	2,770,139.00	2,224,268.58
TOTAL STP	504,468.92	-	(504,468.92)

WATERWORKS ADMINISTRATION

**Town of Fort Frances
Capital Fund Budget vs Actual
as at May 31, 2016**

	Actual to Date	2016 Budget	Variance
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	284.76	12,000.00	11,715.24
C-961-9123-1471 GIS Capital Upgrades		4,580.00	4,580.00
C-961-9137-1523 Replacing Main Line Water Valves/Hydrants	8,047.81	100,000.00	91,952.19
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	10,336.10	646,896.00	636,559.90
Total Revenue	-	(1,298,100.00)	(1,298,100.00)
Total Expenditures	20,022.80	1,298,100.00	1,278,077.20
TOTAL WATERWORKS ADMIN	20,022.80	-	(20,022.80)
WATER TREATMENT PLANT			
C-965-0490-0954 Contribution from Revenue Fund		(60,000.00)	(60,000.00)
C-965-9105-1471 Misc. Small Capital	11,750.84	60,000.00	48,249.16
Total Revenue	-	(60,000.00)	(60,000.00)
Total Expenditures	11,750.84	60,000.00	48,249.16
TOTAL WTP	11,750.84	-	(11,750.84)
TOTAL REVENUE	(396,749.10)	(12,164,941.00)	(11,768,191.90)
TOTAL EXPENDITURES	1,190,130.77	12,164,941.00	10,974,810.23
TOTAL CAPITAL	793,381.67	-	(793,381.67)