

TOWN OF FORT FRANCES

AGENDA - August 8, 2016

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 067) 5:00 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 Personal Matters about an Identifiable Individual: Grievances (CUPE)
 - 4.2 A proposed or pending Acquisition/Disposition of Land: Mowat Avenue
 - 4.3 A proposed or pending Acquisition/Disposition of Land: Victoria Avenue
 - 4.4 A proposed or pending Acquisition/Disposition of Land: Central Avenue
 - 4.5 Identifiable Individuals: Applications for Appointment to Boards / Committees
 - Committee of Adjustment
 - Sister Kennedy Centre Board
5. **Public Session Resumes in Council Chambers:**
6. **Council Reports on Board & Committee Activity:**
 - 6.1 Mayor Avis - Verbal Update
 - Councillor Kitowski - Verbal Update
 - Councillor Perry - Verbal Update
 - Councillor Ryan - Verbal Update
7. **Consent Agenda:**
 - 7.1 Boundary Waters Dragon Boat Festival: Reschedule of Events to September 17, 2016
 - approval of this report will agree to the recommendations from the Administration & Finance Executive Committee, Operations &

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	Facilities Executive Committee, Community Services Executive Committee and Planning & Development Executive Committee as outlined in the report.	
7.2	Policy Update - Sexual Violence and Harassment Action Plan Act (Bill 132) - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to adopt the proposed wording related to Sexual Violence and Harassment and further that the Manager of Human Resources be directed to include the wording as outlined in this report into the existing Town Workplace Harassment and Violence policy.	12 - 14
7.3	Records Retention Schedule - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to amend the records retention by-law for purposes of updating the schedule of records retention periods.	15
7.4	Request for Reconsideration M.O.S. re: 24 Armstrong Place (2016) - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Minutes of Settlement for property located at 24 Armstrong Place in Fort Frances for the 2016 Taxation Year.	16
7.5	Officers & Signing Authority - approval of this report will agree with the recommendation from the Administration & Finance Executive Committee to approve the list of Officers for the Corporation and the Signing Officers for the Corporation and further amend By-law 08/06 to reflect a name change for the Treasurer.	17
7.6	Airport Facility - Lease of one bay in the Maintenance Garage by MNRF for one Five (5) month term commencing November 1, 2016 - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to renew the garage bay lease with Her Majesty the Queen in Right of Ontario for the storage of equipment for the Ministry of Natural Resources and forestry at \$101.81 per day or, based on 3 days per week, \$6719.47 per year for the next five months and further that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the Corporation.	18 - 19
7.7	MOECC Inspection Report of the Sunny Cove Camp Drinking Water	20 - 22

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	System	
	- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to accept the 2016 MOECC Inspection Report and further that the two non-compliance issues be addressed in accordance with the work plan contained in the report prepared by D. Herr, Environmental & Facilities Superintendent.	
	**additional supporting information is attached to the August 2, 2016 agenda for the Operations & Facilities Executive Committee	
7.8	Airport Facility - Private Hangar Renewal of Hangar Lot Lease with Mr. E. Mose for a 5 year term Commencing July 1, 2016	23 - 26
	- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to renew the hangar lot lease with Mr. Mose at \$1.76 per square meter plus HST for the next five years and further that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the Corporation.	
7.9	BIA Request to remove tree in front of 318 Scott Street	27
	- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to deny the request from the BIA and further that a maintenance agreement be struck with the BIA to address these types of requests and further still, that the trees in the boulevard be removed during the rehabilitation of the sidewalks.	
7.10	Seniors Community Grant - Age Friendly Community Committee	28 - 51
	- approval of this report will agree to the recommendation of the Community Services Executive Committee to approve the grant agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister Responsible for Seniors Affairs, and further that the Mayor and Clerk be authorized to execute the agreement by by-law.	
7.11	Kiwanis Sunny Cove Camp - Strategic Plan Item	52 - 56
	- approval of this report will agree to the recommendation of the Community Services Executive Committee to accept the attached Sunny Cove planning discussion document as a completed strategic plan initiative.	
7.12	Canada 150 Grant Applications	57 - 63
	- approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse the two grant applications to the Canada 150 provincial grant opportunities available as presented.	

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8. <u>Planning and Development Division:</u>	
8.1 Letter dated May 24, 2016 from C. Armstrong - Keeping of Chickens	64 - 67
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to authorize two amendments to By-law 17/90, being a by-law for the keeping of certain animals within the Municipality as outlined in the report.	
9. <u>Community Services Division:</u>	
9.1 2016 Provincial Child Care Wage Enhancement Agreement	68 - 77
- approval of this report will agree to the recommendation of the Community Services Division to endorse the agreement with the Rainy River District Social Services Administration Board as attached, and further that an authorizing by-law be prepared and considered at tonight's Council meeting.	
10. <u>Operations and Facilities Division:</u>	
10.1 Verbal Update on Capital Projects	
11. <u>Information:</u>	
11.1 Committee of Adjustment: Notice of Decision	78 - 83
<u>Approved:</u>	
A2/2016 - 820 King's Highway	
C1/2014 - 1411 Colonization Road West	
<u>Approved with Conditions:</u>	
B1/2016 - Roll 5912-010-001-10725	
B2/2016, B3/2016, B4/2016 - Roll 5912-010-001-10700	
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- Capital Fund	
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11.5 Administration & Finance Stats as at June 30, 2016	98 - 99
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**additional supporting information is attached to the August 2, 2016 agenda for the Operations & Facilities Executive Committee	
11.7 Aircraft Landings & Fuel Sales as of June 30, 2016	101 - 102
11.8 Tonnage at Landfill Site as of July 12, 2016	103
11.9 Sewer & Water Data updated June 30, 2016	104
12. <u>Non-agenda items:</u>	
13. <u>ADJOURNMENT</u>	



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/72**

TO: Mayor Avis & Members of Council
FROM: Dawn Galusha, Deputy Treasurer
DATE: August 3, 2016
SUBJECT: Boundary Waters Dragon Boat Festival Reschedule of Events Requests

BACKGROUND

At the July 11, 2016 Council Meeting, the attached letter received from Boundary Waters Dragon Foundation & Festival Organizer was referred to the Administration & Finance Executive Committee for recommendation with input from the Planning & Development, Operation & Facilities and Committee Services Executive Committees. The intent of the referral is to determine whether there is any impact with the rescheduling of events from the perspective of each Executive Committee. Overall permission was granted for the original event date of June 25th which was postponed due to weather and safety of the paddlers.

Boundary Waters Dragon Boat Festival Organizer has requested in-kind services for the up coming International Boundary Waters Dragon Festival rescheduled event planned for Saturday, September 17, 2016. The Administration & Finance Executive Committee considered and recommends council approval of Item 2 as follows:

Item 2. Supply the International Boundary Waters Dragon Boat Festival with the necessary documents to facilitate closing the road to accommodate the needed team and public areas from the street side of the Sorting Gap Marina Building (allow all traffic access to the boat launch) to Butler Avenue.

Attached are the reports and/or comments from the Operations & Facilities Executive Committee, Planning & Development Executive Committee and Community Services Executive Committee.

RECOMMENDATION

The Administration & Finance Executive Committee with input from all other divisions recommend that Council agree to **Item 2)** Supply the International Boundary Waters Dragon Boat Festival with the necessary documents to facilitate closing the road to accommodate the needed team and public areas from the street side of the Sorting Gap Marina Building (allow all traffic access to the boat launch) to Butler Avenue: Co-ordinate through E. Slomke, Clerk.

Also, to accept the recommendations and/or comments received from the Community Services Executive Committee, Operations & Facilities Executive Committee and the Planning & Development Executive Committee as attached to this report. Further, that the responsible entity for the International Boundary Water Dragon Boat Festival shall ensure adequate liability insurance for the waterfront site during their festival event and shall ensure Host Liquor Liability coverage if

their event sells liquor and that certified Smart Serve bartenders are used for any liquor sales for their event planned for September 17, 2016.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to:

Item 1) The use of Town picnic tables – The International Boundary Waters Dragon Boat Festival volunteers/organizers will arrange for pick-up, wash down & cleaning after they have been utilized and return of picnic tables; Co-ordinate through T. Rob, Operations & Facilities Manager,

Item 2) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through E. Slomke, Clerk,

Item 3) Allow the Committee to attach pennants, signs, and banners to streetlight 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 must 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,

Item 4) Allow access for electrical power; Co-ordinate with Fort Frances Power Corporation, Joerg Ruppenstein, CEO, and

Item 5) Ensure extra garbage bins at the site and garbage pick up at the end of the day; Additional garbage containers will be available for the event; Co-ordinate through T. Rob, Operations & Facilities Manager. However, if extra garbage dumpsters are required on-site and garbage pick-up at the end of the day, costs and services are the responsibility of the Boundary Waters Dragon Boat Club.

Further, that the responsible entity for the International Boundary Waters Dragon Boat Festival shall ensure a minimum of \$5,000,000 commercial general liability insurance, name the Town of Fort Frances as an additional insured, and shall ensure Host Liquor Liability coverage if their event sells liquor & that certified Smart Serve bartenders are used for any liquor sales for their event planned for September 17, 2016.



July 20, 2016

Report To: Administration and Finance Executive Committee

From: Operations and Facilities Executive Committee

RE: Request dated June 27, 2016 From Boundary Waters Dragon Boat Festival

On January 21, 2016 a request was brought forward from the Boundary Water Dragon Boat Festival requesting for assistance from the Town to hold the annual International Boundary Waters Dragon Boat Festival on Saturday June 25, 2016. Due to severe weather on that day the event had to be postponed. The event has been rescheduled for September 17, 2016. A request was received on June 27, 2016 from Mr. Greg Thorstad, president of the Boundary Waters Dragon Boat Foundation requesting assistance for the rescheduled event.

The following items are directly related to the Operations and facilities division:

Item 1: The use of picnic tables, with pickup and drop off to be organized by the Committee - Town will provide picnic tables where the Festival volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event. However the Boundary Waters Dragon Boat Club will be responsible to wash down and clean up the picnic tables after they have been utilized. Co-ordinate through Travis Rob, Operations & Facilities Manager at 274-9893.

Item 3: Allow Festival committee to attach pennants, signs & banners to streetlight 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. Also motorists' sight lines or vision should not be obstructed when driving along Front Street.

Item 5: Ensure Extra Garbage Cans at the Site - Additional garbage containers can be set out for the event. However the O & F division is not in a position to provide manpower to pick-up garbage at the end of the day. This task will be the responsibility of the International Boundary Waters Dragon Boat club.

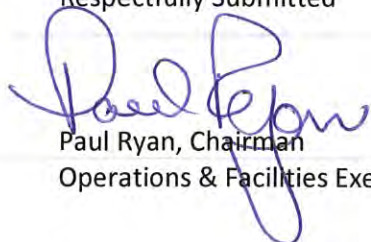
Other divisions within the Town's organization will deal with the other matters requested in the letter dated June 27, 2016.

The Operations & Facilities Executive Committee Recommends the following:

- 1) That the Operations & Facilities Division continues to provide in-kind services for **item No. 1** as outlined in the June 27, 2016 letter from Mr. Greg Thorstad. However the Boundary Waters Dragon Boat Club will be responsible to wash down and clean up the picnic tables after they have been utilized.
- 2) That permission is granted to the Boundary Waters Dragon Boat Club in regards to **item No. 3** in accordance with the guidelines listed above.

- 3) **Item No. 5** – The Town will ensure that additional available garbage containers will be provided as requested. However if extra garbage dumpsters are required on site, and a garbage pick-up at the end of the day- These costs and services are the responsibility of the Boundary Waters Dragon Boat Club and not the Town.

Respectfully Submitted



Paul Ryan, Chairman
Operations & Facilities Executive Committee

2016JulyDragonBoatRequest2

Jason Kabel/Frances
03/08/2016 11:08 AM

To Dawn Galusha/Frances@Frances
cc Doug Brown/Frances@Frances
bcc
Subject Dragon Boat Festival

Hi Dawn,

Yesterday at CS executive the committee discussed the Dragon Boat Festival and Doug mentioned that he was headed right to A&F and would mention at the meeting that the Marina will be closed after Labor Day, ergo not open for their event. I will touch base with Greg to let him know this and make provisions as necessary. Please let me know if you need anything further from me in this regard.

Thanks,
Jason



Jason Kabel, B.Sc., B.Ed.
Manager of Community Services
740 Scott Street Fort Frances, ON P9A 1H8
Tel: 807-274-4561 ext. 1719 Fax: 807-274-3799
jkabel@fort-frances.com | www.fort-frances.com

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Patrick Briere/Frances

03/08/2016 02:52 PM

To dgalusha@fort-frances.com

cc lwitherspoon@fort-frances.com

bcc

Subject PDEC Comments on Dragon Boat Request Letter.

Good Afternoon Dawn & Laurie,

Please be advised that at their regular meeting held Tuesday August 2, 2016 the Planning & development Executive Committee reviewed the letter from the Dragon Boat request Letter. The Planning & Development Executive Committee has no comments or concerns in regards to this request.

If either of you have any questions, please let me know.

Thanks,

Patrick Briere, CMM I, Property Standards Professional
MLEO/Public Information Officer, Planning & Development Division
Town of Fort Frances
320 Portage Avenue
www.fort-frances.com
PH: 1-807-274-5323 ext. 1218
Fax: 1-807-274-8479
pbriere@fort-frances.com



TO: Administration & Finance Executive Committee
FROM: A. Petrin, Human Resources Manager
DATE: July 21, 2016
SUBJECT: Policy Update – Sexual Violence and Harassment Action Plan Act (Bill 132)

This draft policy has been written to comply with the changes to the Occupational Health and Safety Act introduced by Ontario Bill 132: Sexual Violence and Harassment Action Plan Act. These legislative changes will come into force on September 8, 2016.

Workplace Sexual Harassment Policy

Intent

The Town of Fort Frances ("the Town") is committed to building and preserving for its employees a safe, productive, and healthy working environment based on mutual respect. In pursuit of this goal, the Town of Fort Frances does not condone and will not tolerate acts of workplace sexual harassment, against or by any Town of Fort Frances employee.

Usually, harassment can be easily distinguished from normal, mutually acceptable socializing. However, it is important to remember that it is the perception of the receiver that determines whether the potentially offensive message is acceptable or not, be it spoken, gestural, pictorial, or some other form of communication which may be deemed objectionable or unwelcome.

This policy applies to all individuals working for the Town, hereinafter referred to as "employees". This shall include front-line employees, temporary employees, contract service providers, contractors, supervisory personnel, officers, and elected officials.

All Town employees are personally accountable and responsible for enforcing this policy and must make every effort to prevent sexually harassing behaviour and to intervene immediately if they observe a problem or if a problem is reported to them.

Definitions

Sexual Harassment: any unsolicited, unwelcome, disrespectful, or offensive behaviour that has an underlying sexual connotation and can be typified as:

- Behaviour that is hostile in nature, or intends to degrade an individual based on personal attributes, including gender, sexual orientation, gender identity, gender expression, or any other relevant protected ground under human rights legislation.
- Sexual solicitation or advance made by a person in a position to confer, grant, or deny a benefit or advancement to the person, where the person making the solicitation or advance knows or ought reasonably to know that it is unwelcome;
- Reprisal or a threat of reprisal for the rejection of a sexual solicitation or advance where the reprisal is made or threatened by a person in a position to confer, grant, or deny a benefit or advancement to the person.
- Unwelcome remarks, jokes, innuendos, propositions, or taunting about a person's body, attire, sex or sexual orientation, or religion;

- Suggestive or offensive remarks;
- Bragging about sexual prowess;
- Offensive jokes or comments of a sexual nature about an employee;
- Unwelcome language related to gender;
- Displaying of pornographic or sexist pictures or materials;
- Leering (suggestive persistent staring);
- Physical contact such as touching, patting, or pinching, with an underlying sexual connotation;
- Sexual assault;
- Any actions that create a hostile, intimidating, or offensive workplace, which may include physical, verbal, written, graphic, or electronic means;

The following definitions are taken from the Occupational Health and Safety Act:

Workplace Harassment –

(a) engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome; or

(b) workplace sexual harassment.

Workplace Sexual Harassment –

(a) engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or

(b) making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Application of this Policy

For the purposes of this policy, workplace sexual harassment can occur:

- At the workplace;
- At employment-related social functions;
- In the course of work assignments outside the workplace;
- During work-related travel;
- Over the telephone, if the conversation is work-related; or
- Elsewhere, if the person is there as a result of work-related responsibilities or a work-related relationship.

Managing and Coaching

Counselling, performance appraisal, work assignment, and the implementation of disciplinary actions are not forms of harassment, and this policy does not restrict a manager's or supervisor's responsibilities in these areas.

Policy Review

As required by the *Occupational Health and Safety Act*, the Town will review this policy annually and will post the policy in a conspicuous place in the workplace.

Aaron Petrin/Frances
07/21/2016 04:11 PM

To Laurie Witherspoon/Frances@Frances, Dawn
Galusha/Frances@Frances
cc Doug Brown/Frances@Frances
bcc
Subject AFEC Report - Policy Update (Sexual Harassment)

Hi Laurie & Dawn:

Attached is a policy amendment that I'd like to be presented to the Administration and Finance Executive Committee. I'm away the week of the next meeting, but I'd like the committee to have this information in August in order to meet the legislated deadline.

My recommendation would be to amend the Town's Workplace Harassment and Violence policy/procedure to include the draft wording as written. The report to Council, which will follow, will have the approved wording built into one policy.

Thank you,
Aaron

Aaron Petrin, CHRP
Human Resources Manager
Town of Fort Frances
(807) 274-5323 ext 279



AFEC - Policy Update (Sexual Harassment).pdf



August 2, 2016

REPORT TO: Mayor and Councillors
 FROM: Elizabeth (Lisa) Slomke, Town Clerk
 SUBJECT: Records Retention Schedule

The *Municipal Act, 2001*, section 255 provides for establishing retention periods and the destruction of municipal records.

On January 9, 2006, Council passed By-Law No. 06/06 to provide for a schedule of retention periods for the Town's records and for the destruction of records when the retention period lapses consistent with federal and provincial statutes and regulations on which the provisions in the schedule are based. This by-law was last amended in 2014.

The retention schedule is prepared such that the records classification within it conforms to The Ontario Municipal Records Management System (TOMRMS), a system of records classification that was adopted by the Town back in 1991.

The Information Professionals, our contracted service agent that reviews and updates our retention schedule based on changes in law, has now presented the latest updated schedule for our purposes (attached to this report).

This revised retention schedule will serve as a replacement to Schedule "A" to our records retention by-law. The Administration and Finance Executive Committee considered this at their meeting August 2nd, 2016 and recommends the preparation of an amending by-law to adopt the revised schedule.

An amending by-law will be considered later in tonight's Regular Meeting. Pursuant to the *Municipal Act, 2001*, our municipal auditor must approve the by-law to replace the schedule before the by-law takes effect.

Council's approval of this report will bring forward a by-law to amend the records retention by-law for purposes of updating the schedule of records retention periods.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/71**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: August 2, 2016
SUBJECT: Request for Reconsideration M.O.S.
RE: 24 Armstrong Place (2016) Roll# 5912-010-006-02402-0000

BACKGROUND

Attached are the Minutes of Settlement for the 2016 taxation years under Section 39.1 of the *Assessment Act* from MPAC with regard to the following properties:

1. **24 Armstrong Place – Residential (RT) CVA of 227,000 reduced to CVA of 161,000 for 2016 taxation year resulting from changed value due to condition of structure(s).**

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

That total financial impact of the Minutes of Settlement is \$1,215.90 consisting of a reduction of municipal revenue of \$1,091.82 and education revenue of \$124.08 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council receive the Minutes of Settlement for property located at 24 Armstrong Place for the 2016 taxation year.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to receive the Minutes of Settlement for property located at 24 Armstrong Place in Fort Frances for the 2016 taxation year.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/73**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: August 2, 2016
SUBJECT: Officers & Signing Authority

BACKGROUND

This report is to update the naming of Officers for the Corporation of the Town of Fort Frances being the duly elected mayor and Council and the Signing Officers authorized to conduct financial transactions on behalf of the Corporation.

The update to reflect the current Officers of the Corporation as follows: Mayor Roy Avis and Councillors John Albanese, Wendy Brunetta, June Caul, Douglas Kitowski, Ken Perry and Paul Ryan.

The signing officers authorized to conduct financial transactions on behalf of the Corporation are any two of the following: Mayor, CAO, Treasurer and Clerk and the update will reflect Doug Brown as the newly appointed CAO and the Treasurer's name change from Laurie Witherspoon, as appointed in By-Law No 08/06, to Laurie Lindberg.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the updated list of Officers of the Corporation of the Town of Fort Frances and those signing authorized to conduct financial transactions on behalf of the Corporation. Further that By-Law No. 08/06 be amended to reflect the Treasurer's name change.

Council Approval of This Report Will authorize the following:

1. By-Law No. 08/06 1. 1) be amended to reflect name change to L. Lindberg - Treasurer
2. That the Officers of the Corporation of the Town of Fort Frances are:
 - i) Mayor Roy Avis
 - ii) Councillors John Albanese
Wendy Brunetta
June Caul
Douglas Kitowski
Ken Perry
Paul Ryan
3. And that the Signing Officers authorized to conduct financial transactions on behalf of the Corporation of the Town of Fort Frances are any two of the following listed:
 - i) Mayor Roy Avis
 - ii) CAO Doug Brown
 - iii) Treasurer Laurie Lindberg
 - iv) Clerk Elizabeth Slomke

July 28, 2016

Report To: Mayor & Council

From: Travis Rob, Manager Operations & Facilities

SUBJECT: Airport Facility – Lease of one bay in the maintenance garage by MNRF for one Five (5) month Term Commencing on November 1st, 2016.

Please find attached the report prepared by Tom Batiuk, Airport Supervisor, outlining the renewal of a lease with Her Majesty the Queen in Right of Ontario for one bay of the maintenance garage for the storage of equipment for the Ministry of Natural Resources and Forestry (MNRF). The lease agreement is for one term of 5 months from November 1, 2016 to March 31, 2017 at a rate of \$6719.46 per year or \$101.81 per day and 3 days per week.

It is recommended by the Operations & Facilities Executive Committee that Council renew the lease rate with MNRF at \$101.81 per day for the next five (5) months and that the Mayor and Clerk be authorized to execute the lease agreement on behalf of the Corporation.

Respectfully submitted,
Operations & Facilities Division



Travis Rob, EIT.
Manager Operations & Facilities

Council approval of this report will ensure that Council renews the garage bay lease with Her Majesty the Queen in Right of Ontario for one bay of the maintenance garage for the storage of equipment for the Ministry of Natural Resources and Forestry (MNRF) at \$101.81 per day or, based on 3 days per week, \$6719.47 per year for the next five (5) months and that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the Corporation.

2016JulyGarageLeaseMNRF

2016-07-26

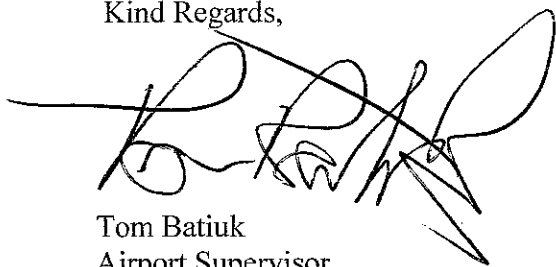
To: Travis Rob/Doug Brown

From: Tom Batiuk

Re: lease agreement Renewal for CBRE of Maintenance garage bay

Please see attached Lease renewal documents for CBRE. Set to commence November 1, 2016 to March 31st 2017. Please forward these documents to Town Council at their next regular meeting for approval and execution with my recommendation.

Kind Regards,

A handwritten signature in black ink, appearing to be 'Tom Batiuk', written over a horizontal line.

Tom Batiuk
Airport Supervisor

July 29, 2016

Report To: Mayor & Council

From: Travis Rob, Manager Operations & Facilities

SUBJECT: MOECC Inspection Report of the Sunny Cove Camp Drinking Water System

Please find attached for your review a copy of the MOECC Inspection Report for the Sunny Cove Drinking Water System. MOE Officer, Carolyn Lacroix, on July 12th, 2016, completed the inspection of the drinking water system at Sunny Cove Camp. No orders were issued, however there were two (2) non-compliance items where the Town was not operating the water system within the applicable Regulations.

Please find attached report prepared by Doug Herr, Environmental & Facilities Superintendent outlining the Work Plan and proposed deadline dates to address these two (2) non-compliance items.

It is recommended by the Operations & Facilities Executive Committee that the 2016 MOECC Inspection Report of the Sunny Cove Camp Well Supply Drinking Water System be accepted and that the two (2) non-compliance issues be addressed in accordance with the Work Plan as contained in the report prepared by Doug Herr, Environmental & Facilities Superintendent.

Respectfully submitted,
Operations & Facilities Division



Travis Rob, EIT

Council approval of this report will accept that the 2016 MOECC Inspection Report of the Sunny Cove Camp Well Supply Drinking Water System be accepted and that the two (2) non-compliance issues be addressed in accordance with the Work Plan as contained in the report prepared by Doug Herr, Environmental & Facilities Superintendent.

2016JulyMOECCInspectionReportSunnyCove

Friday, July 29, 2016

Report To: Travis Rob, Manager of Operations & Facilities
 From: Douglas Herr, Environmental & Facilities Superintendent
 Subject: Sunny Cove Camp Inspection Report (July 12, 2016)

"Sunny Cove Camp Inspection Report (July 12, 2016)"

Doug,

In receipt of the Inspection Report for the Sunny Cove Camp Well Supply conducted by Carolyn Lacroix, Drinking Water Inspectors, Ministry of the Environment on July 12th, 2016. There were no Orders issued however there are two (2) non-compliance items identified and no best practise suggestions. These issues along with an explanation of appropriate corrective action or work plan taken by the Town is outlined as follows:

1. ***For every required operational test and every required sample, a record was not made of the date, time, location, name of person conducting the test and result of the test.***

O. Reg. 170/03, Schedule 6, section 6-10, states that the Owner of a drinking water system and the operating authority for the system shall ensure that, for every sample required by this regulation, by an approval, or order, a record is made of the following information:

1. The date and time the sample was taken, the location where the sample was taken and the name of the person who took the sample.

2. If the sample is taken under section 7 of the Regulation or Schedule 7, 8 or 9, the date and time the sample was tested, the name of the person who conducted the test, and the results of the test.

During this inspection review period, the above criteria was not always met. The location of where the chlorine residual is taken is not always recorded.

Action(s) Required:

Effective immediately the owner shall ensure that when a sample is taken all the required information is documented as per O. Reg. 170/03, Schedule 6, section 6-10, including the location where the sample was taken.

Action(s) Taken:

Caretaker at Sunny Cove has been told to ensure that the above information is included in the logbook.

2. All nitrate/nitrite water quality monitoring requirements prescribed by legislation were not conducted within the required frequency.

Schedule 15, section 15-4(1) requires that the owner of a drinking water system and the operating authority for the system to ensure that at least one water sample is taken every three months (+/- 30 days) and tested for nitrate and nitrite.

During the inspection review period nitrate and nitrite samples were taken on May 20, 2015; October 13, 2015 and May 10, 2016. The length of time between the samples taken in 2015 exceeds the amount of time allowed between samples.

Action(s) Required:

Effective immediately the owner shall ensure that nitrate/nitrite samples are taken every 3 months (+/- 30 days) in accordance with O. Reg. 170/03, Schedule 15, section 15-4(1).

Action(s) Taken:

Went through the regulation with the ORO of the water system pertaining to this. He will be taking a sample for this parameter within the next couple of weeks to ensure that the regulation is met.

If you have any questions regarding the above feel free to contact the undersigned.

Doug Herr
Environmental & Facilities Superintendent
O. & F. Division

July 20, 2016

Report To: Mayor & Council

From: Travis Rob, Manager Operations & Facilities

SUBJECT: Airport Facility – Private Hangar-Renewal of Hangar Lot Lease Rate with Mr. Eldon Mose for a Five (5) Year Term Commencing on July 1st, 2016.

Please find attached the report prepared by Tom Batiuk, Airport Supervisor, outlining the renewal of a private hangar lot lease with Mr. Eldon Mose. The hangar lot lease agreement is for a 25-year term with the lease rate to be renegotiated every five (5) years. The existing 2016 rate for land lease for private hangar is \$1.76 per square meter plus HST. Eldon Mose's hanger lot is 450 square meters in size.

It is recommended by the Operations & Facilities Executive Committee that Council renew the hangar lot lease rate with Mr. Eldon Mose at \$1.76 per square meter for the next five (5) years and that the Mayor and Clerk be authorized to execute the updated lease rate agreement on behalf of the Corporation.

Respectfully submitted,
Operations & Facilities Division



Travis Rob, EIT.
Manager Operations & Facilities

Council approval of this report will ensure that Council renews the hangar lot lease rate with Mr. Eldon Mose at \$1.76 per square meter plus HST for the next five (5) years and that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the Corporation.

2016JulyHangarLeaseEldonMoes

2016-07-01

To: Travis Rob/Doug Brown

From: Tom Batiuk

Re: lease agreement Renewal for Eldon Mose

Please see attached Lease renewal documents for Eldon Mose set to commence July 1, 2016 to June 30th, 2021. Please forward these documents to Town Council at their next regular meeting for approval and execution with my recommendation.

Kind Regards,

Tom Batiuk
Airport Supervisor

THIS AGREEMENT made this 1st day of July, Two Thousand and Sixteen

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES
(The “Town”)

-And-

Eldon Mose
(The “Tenant”)

WHEREAS:

- A. The Town and the Tenant hereinafter collectively referred to as the “Parties” entered into an agreement of lease (the “Lease”) dated July 1, 2006 with respect to the property (“Demised Premises”) described as: A hangar lot comprising of approximately 450 square meters, at the Fort Frances Airport.
- B. The copy of the lease dated July 1, 2006, in each of the Parties possession forms Part of this Agreement as Schedule “A”.
- C. The term (the “Term”) of this lease and subsequent renewals is due to expire and end June 30, 2016.
- D. The Town desires to lease to the Tenant and the Tenant desires to lease from the Town the Demised Premises for a further Term, namely, from July 1, 2016 to and including June 30, 2021 on substantially the same terms and conditions as set out in the Lease.

NOW THEREFORE the Parties agree as follows:

- 1. The Town agreed to lease to the Tenant and the Tenant agrees to lease from the Town the Demised Premises for a further Term from and including July 1, 2016 to June 30, 2021.
- 2. The annual amount payable by the Tenant to the Town in respect of the Tenant’s lease of the Demised Premises for the Term July 1, 2016 to June 30, 2021 shall be the sum of \$ 894.96, HST included, which amount shall be payable by the Tenant to the Town upon the signing of this agreement.
- 3. Except as set out in this agreement, the Lease by the Tenant of the Demised Premises from the Town for the term shall be upon the same terms and conditions as set out in the Lease.

IN WITNESS WHERE OF the Parties have executed this Agreement.

For the Corporation of the Town of Fort Frances:

Per: _____
Mayor

Per: _____
Clerk

For: Eldon Mose

Witness:_____

Per: _____
Eldon Mose

July 11, 2016

Report To: Mayor and Council

From: Travis Rob, Manager of Operation and Facilities

RE: BIA Request to remove tree in front of 318 Scott Street

Background

Over the last number of years the Operations and Facilities Division has received a number of requests from the BIA to undertake works in the downtown core. In September of 2015 a report was brought forward to the Operations and Facilities Executive Committee and subsequently Mayor and Council outlining the cost to remove a tree from the downtown core as well as the recommendation to setup a meeting with the BIA to set out how requests of this nature would be handled by the O&F Division. The trees in the downtown core were installed on the Town right of way by the BIA, therefore the trees do not belong to the Town, however there was never an agreement for maintenance between the Town and the BIA outlining responsibilities for maintenance. There was a meeting held between the BIA and Town, however there was no agreement brought forward respecting how request from the BIA were to be handled.

On June 29, 2016 a letter was received from the BIA, requesting the removal of a nuisance tree in front of 318 Scott Street by the O&F Division. After a review of previous reports and the developments from the meeting held in 2015 with Doug Brown, CAO, it is apparent that no maintenance agreement has been developed. It is therefore the recommendation of Administration that a maintenance agreement be developed with the BIA to address responsibilities for ongoing maintenance of the trees within the BIA area before any trees are removed and further that the trees along Scott Street be removed during the reconstruction of the sidewalks in the BIA area.

Respectfully submitted



Travis Rob, EIT
Manager of Operations and Facilities

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that the that the request be denied and further that a maintenance agreement be struck with the BIA to address these types of requests and further still, that the trees in the boulevard in the BIA be removed during the rehabilitation of the sidewalks.

2016JulyBIAtreerequest



REPORT

TO: Mayor Avis and Council

FROM: Jason Kabel, Manager of Community Services

DATE: July 29, 2016

RE: **Age Friendly Community Committee – Seniors Community Grant Program Contract**

Background

In March of this year, a grant application was submitted to the Seniors Community Grant Program through the Age Friendly Community Committee to assist with the Town of Fort Frances Strategic Planning Initiative to endorse becoming an Age Friendly Community. The following was the submitted grant application budget:

Grant Application Budget

4. Project Costs and Grant Request	
Budget	Anticipated Costs \$
Consultant (\$2000 cash/kind)	\$4,800.00
Marketing (survey, local media promotion, web page)	\$2,200.00
Meeting expenses (room rental, lunch, 12 pp)	\$1,200.00
Staff hours	\$700.00
Administration	\$800.00
Add item (+)	Total Project Costs - cannot exceed \$10,000
	\$9,700.00
Less Contributions (Stream 2 only):	
Note: The total amount requested should represent no more than 80% of total project cost. You are required to have 20% of project costs provided through cash and/or in-kind contributions.	
Cash Contribution	\$1,000.00
In-kind Contributions	\$1,000.00
Other Contributions (specify below) ▼	
Add Contribution (+)	
Funding Requested (Total Project Costs – Contributions, if applicable)	\$7,700.00

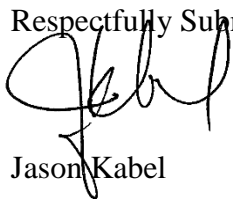
Grant Approval

The committee has received notification that the grant was approved by the Seniors Community Grant - Ontario Seniors Secretariat as presented. There is no financial commitment by the Town. The cash contributions will be generously provided by the collaborative partners on the project, Community Living and Rainy River Future Development Corporation.

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to sanction the attached grant agreement with the Seniors Community Grant - Ontario Seniors Secretariat, appropriate execution by Mayor and Clerk, and forthcoming bylaw.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'JK', is written over the printed name 'Jason Kabel'.

Jason Kabel

Council approval of this report will sanction the attached grant agreement with the Seniors Community Grant - Ontario Seniors Secretariat, appropriate execution by Mayor and Clerk, and forthcoming bylaw.

THE AGREEMENT effective as of the 26th day of July 2016.

B E T W E E N:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by The Minister Responsible for Seniors
Affairs

(the “Province”)

- and -

CORPORATION OF THE TOWN OF FORT FRANCES

(the “Recipient”)

BACKGROUND:

The Province funds projects similar to the Project.

The Recipient has applied to the Province for funds to assist the Recipient in carrying out the Project and the Province wishes to provide such funds.

CONSIDERATION:

In consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Parties agree as follows:

ARTICLE 1
INTERPRETATION AND DEFINITIONS

1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the background and the headings do not form part of the Agreement; they are for reference only and shall not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency shall be to Canadian dollars and currency; and
- (e) “include”, “includes” and “including” shall not denote an exhaustive list.

1.2 **Definitions.** In the Agreement, the following terms shall have the following meanings:

“Agreement” means this agreement entered into between the Province and the

Recipient and includes all of the schedules listed in section 28.1 and any amending agreement entered into pursuant to section 34.2.

"BPSAA" means the *Broader Public Sector Accountability Act, 2010* (Ontario), including any directives issued pursuant to that Act.

"Budget" means the budget attached to the Agreement as Schedule "B".

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section 14.1.

"Force Majeure" has the meaning ascribed to it in Article 26.

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

"Funds" means the money the Province provides to the Recipient pursuant to the Agreement.

"Indemnified Parties" means her Majesty the Queen in right of Ontario, her ministers, agents, appointees and employees.

"Maximum Funds" means \$7,700.00

"Notice" means any communication given or required to be given pursuant to the Agreement.

"Notice Period" means the period of time within which the Recipient is required to remedy an Event of Default, and includes any such period or periods of time by which the Province considers it reasonable to extend that time.

"Parties" means the Province and the Recipient.

"Party" means either the Province or the Recipient.

"Project" means the undertaking described in Schedule "A".

"Reports" means the reports described in Schedule "D".

"Timelines" means the Project schedule set out in Schedule "A".

ARTICLE 2 REPRESENTATIONS, WARRANTIES AND COVENANTS

- 2.1 **General.** The Recipient represents, warrants and covenants that:
- (a) it is, and shall continue to be for the term of the Agreement, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
 - (b) it has, and shall continue to have for the term of the Agreement, the experience and expertise necessary to carry out the Project; and
 - (c) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and shall continue to be true and complete for the term of the Agreement.
- 2.2 **Execution of Agreement.** The Recipient represents and warrants that:
- (a) it has the full power and authority to enter into the Agreement; and
 - (b) it has taken all necessary actions to authorize the execution of the Agreement.
- 2.3 **Governance.** The Recipient represents, warrants and covenants that it has, and shall maintain, in writing, for the period during which the Agreement is in effect:
- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
 - (b) procedures to ensure the ongoing effective functioning of the Recipient;
 - (c) decision-making mechanisms;
 - (d) procedures to provide for the prudent and effective management of the Funds;
 - (e) procedures to enable the successful completion of the Project;
 - (f) procedures to enable the timely identification of risks to the completion of the Project and strategies to address the identified risks;
 - (g) procedures to enable the preparation and delivery of all Reports required pursuant to Article 7; and
 - (h) procedures to deal with such other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under the Agreement.

- 2.4 **Supporting Documentation.** Upon request, the Recipient shall provide the Province with proof of the matters referred to in this Article 2.

ARTICLE 3 TERM OF THE AGREEMENT

- 3.1 **Term.** The term of the Agreement shall commence on the Effective Date and shall expire on **March 31, 2017** unless terminated earlier pursuant to Article 12, Article 13 or Article 14.

ARTICLE 4 FUNDS AND CARRYING OUT THE PROJECT

- 4.1 **Funds Provided.** The Province shall:
- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
 - (b) provide the Funds to the Recipient in accordance with the payment schedule attached to the Agreement as Schedule "C"; and
 - (c) deposit the Funds into an account designated by the Recipient provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.
- 4.2 **Limitation on Payment of Funds.** Despite section 4.1:
- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the insurance certificate or other proof as provided for in section 11.2;
 - (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
 - (c) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information provided by the Recipient pursuant to section 7.1; and
 - (d) if, pursuant to the provisions of the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:
 - (i) reduce the amount of the Funds and, in consultation with the Recipient, change the Project; or
 - (ii) terminate the Agreement pursuant to section 13.1.

- 4.3 **Use of Funds and Project.** The Recipient shall:
- (a) carry out the Project:
 - (i) in accordance with the terms and conditions of the Agreement; and
 - (ii) in compliance with all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules and by-laws related to any aspect of the Project;
 - (b) use the Funds only for the purpose of carrying out the Project; and
 - (c) spend the Funds only in accordance with the Budget.
- 4.4 **No Changes.** The Recipient shall not make any changes to the Project, the Timelines and/or the Budget without the prior written consent of the Province.
- 4.5 **Interest Bearing Account.** If the Province provides Funds to the Recipient prior to the Recipient's immediate need for the Funds, the Recipient shall place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.
- 4.6 **Interest.** If the Recipient earns any interest on the Funds:
- (a) the Province may deduct an amount equal to the interest from any further instalments of Funds; or
 - (b) the Recipient shall pay an amount equal to the interest to the Province as directed by the Province.
- 4.7 **Maximum Funds.** The Recipient acknowledges that the Funds available to it pursuant to the Agreement shall not exceed the Maximum Funds.
- 4.8 **Rebates, Credits and Refunds.** The Recipient acknowledges that the amount of Funds available to it pursuant to the Agreement is based on the actual costs to the Recipient, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit or refund.

ARTICLE 5

ACQUISITION OF GOODS AND SERVICES, AND DISPOSAL OF ASSETS

- 5.1 **Acquisition.** Subject to section 32.1, if the Recipient acquires supplies, equipment or services with the Funds:
- (a) it shall do so through a process that promotes the best value for money; and

- (b) if the estimated cost of the supplies, equipment or services exceeds \$5,000, the Recipient shall obtain at least three written quotes unless:
 - (i) the supplies, equipment or services the Recipient is purchasing is specialized and is not readily available; or
 - (ii) the Recipient has previously researched the market for a similar purchase and knows prevailing market costs for the equipment, services or supplies.

5.2 **Disposal.** The Recipient shall not, without the Province's prior written consent, sell, lease or otherwise dispose of any asset purchased with the Funds or for which Funds were provided, the cost of which exceeded \$1,000 at the time of purchase.

ARTICLE 6 CONFLICT OF INTEREST

6.1 **No Conflict of Interest.** The Recipient shall carry out the Project and use the Funds without an actual, potential or perceived conflict of interest.

6.2 **Conflict of Interest Includes.** For the purposes of this Article, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased and impartial judgment relating to the Project and the use of the Funds.

6.3 **Disclosure to Province.** The Recipient shall:

- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as either an actual, potential or perceived conflict of interest; and
- (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

ARTICLE 7 REPORTING, ACCOUNTING AND REVIEW

7.1 **Preparation and Submission.** The Recipient shall:

- (a) submit to the Province at the address provided in section 18.1, all Reports in accordance with the timelines and content requirements set out in Schedule "D", or in a form as specified by the Province from time to time;

- (b) submit to the Province at the address provided in section 18.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
 - (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
 - (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.
- 7.2 **Record Maintenance.** The Recipient shall keep and maintain:
- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
 - (b) all non-financial documents and records relating to the Funds or otherwise to the Project.
- 7.3 **Inspection.** The Province, its authorized representatives or an independent auditor identified by the Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's expenditure of the Funds and, for these purposes, the Province, its authorized representatives or an independent auditor identified by the Province may:
- (a) inspect and copy the records and documents referred to in section 7.2; and
 - (b) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds and/or the Project.
- 7.4 **Disclosure.** To assist in respect of the rights set out in section 7.3, the Recipient shall disclose any information requested by the Province, its authorized representatives or an independent auditor identified by the Province, and shall do so in a form requested by the Province, its authorized representatives or an independent auditor identified by the Province, as the case may be.
- 7.5 **No Control of Records.** No provision of the Agreement shall be construed so as to give the Province any control whatsoever over the Recipient's records.
- 7.6 **Auditor General.** For greater certainty, the Province's rights under this Article are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

ARTICLE 8 CREDIT

- 8.1 **Publicity Restrictions:** As per Schedule 'E' of this agreement, the Recipient will not make any public announcement, news release, advertising or other form of

publicity regarding the Funds until notice of the publicity has been received by the Province.

- 8.2 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient shall, in a form approved by the Province, acknowledge the support of the Province in any publication of any kind, written or oral, relating to the Project.
- 8.3 **Publication.** The Recipient shall indicate, in any of its publications, of any kind, written or oral, relating to the Project, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

ARTICLE 9 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

- 9.1 **FIPPA.** The Recipient acknowledges that the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

ARTICLE 10 INDEMNITY

- 10.1 **Indemnification.** The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement, unless solely caused by the negligence or wilful misconduct of the Province.

ARTICLE 11 INSURANCE

- 11.1 **Recipient's Insurance.** The Recipient represents and warrants that it has, and shall maintain for the term of the Agreement, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than two million dollars (\$2,000,000) per occurrence. The policy shall include the following:
- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
 - (b) a cross-liability clause;
 - (c) contractual liability coverage; and

- (d) a 30 day written notice of cancellation, termination or material change.
- 11.2 **Proof of Insurance.** The Recipient shall provide the Province with certificates of insurance, or other proof as may be requested by the Province, that confirms the insurance coverage as provided for in section 11.1. Upon the request of the Province, the Recipient shall make available to the Province a copy of each insurance policy.

ARTICLE 12 TERMINATION ON NOTICE

- 12.1 **Termination on Notice.** The Province may terminate the Agreement at any time upon giving at least 30 days Notice to the Recipient.
- 12.2 **Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section 12.1, the Province may:
- (a) cancel all further instalments of Funds;
 - (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and/or
 - (c) determine the reasonable costs for the Recipient to wind down the Project, and:
 - (i) permit the Recipient to offset the costs determined pursuant to section 12.2(c), against the amount owing pursuant to section 12.2(b); and/or
 - (ii) subject to section 4.7, provide Funds to the Recipient to cover the costs determined pursuant to section 12.2(c).

ARTICLE 13 TERMINATION WHERE NO APPROPRIATION

- 13.1 **Termination Where No Appropriation.** If, as provided for in section 4.2(d), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately by giving Notice to the Recipient.
- 13.2 **Consequences of Termination Where No Appropriation.** If the Province terminates the Agreement pursuant to section 13.1, the Province may:
- (a) cancel all further instalments of Funds;
 - (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and/or
 - (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing

pursuant to section 13.2(b)..

- 13.3 **No Additional Funds.** For purposes of clarity, if the costs determined pursuant to section 13.2(c) exceed the Funds remaining in the possession or under the control of the Recipient, the Province shall not provide additional Funds to the Recipient.

ARTICLE 14

EVENT OF DEFAULT, CORRECTIVE ACTION AND TERMINATION FOR DEFAULT

- 14.1 **Events of Default.** Each of the following events shall constitute an Event of Default:
- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; and/or
 - (iii) provide, in accordance with section 7.1, Reports or such other reports as may have been requested pursuant to section 7.1(b);
 - (b) the Recipient's operations, or its organizational structure, changes such that it no longer meets one or more of the applicable eligibility requirements of the program under which the Province provides the Funds;
 - (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver;
 - (d) the Recipient ceases to operate; and
 - (e) an event of Force Majeure that continues for a period of 60 days or more.
- 14.2 **Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:
- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
 - (b) provide the Recipient with an opportunity to remedy the Event of Default;
 - (c) suspend the payment of Funds for such period as the Province determines appropriate;

- (d) reduce the amount of the Funds;
 - (e) cancel all further instalments of Funds;
 - (f) demand the repayment of any Funds remaining in the possession or under the control of the Recipient;
 - (g) demand the repayment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
 - (h) demand the repayment of an amount equal to any Funds the Province provided to the Recipient; and/or
 - (i) terminate the Agreement at any time, including immediately, upon giving Notice to the Recipient.
- 14.3 **Opportunity to Remedy.** If, in accordance with section 14.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province shall provide Notice to the Recipient of:
- (a) the particulars of the Event of Default; and
 - (b) the Notice Period.
- 14.4 **Recipient not Remediating.** If the Province has provided the Recipient with an opportunity to remedy the Event of Default pursuant to section 14.2(b), and:
- (a) the Recipient does not remedy the Event of Default within the Notice Period;
 - (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
 - (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,
- the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections 14.2(a), (c), (d), (e), (f), (g), (h) and (i).
- 14.5 **When Termination Effective.** Termination under this Article shall take effect as set out in the Notice.

ARTICLE 15

FUNDS AT THE END OF A FUNDING YEAR

- 15.1 **Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article 14, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may:
- (a) demand the return of the unspent Funds; or

- (b) adjust the amount of any further instalments of Funds accordingly.

ARTICLE 16 FUNDS UPON EXPIRY

- 16.1 **Funds Upon Expiry.** The Recipient shall, upon expiry of the Agreement, return to the Province any Funds remaining in its possession or under its control.

ARTICLE 17 REPAYMENT

- 17.1 **Debt Due.** If:

- (a) the Province demands the payment of any Funds or any other money from the Recipient; or
- (b) the Recipient owes any Funds or any other money to the Province, whether or not their return or repayment has been demanded by the Province,

such Funds or other money shall be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient shall pay or return the amount to the Province immediately, unless the Province directs otherwise.

- 17.2 **Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.
- 17.3 **Payment of Money to Province.** The Recipient shall pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and mailed to the Province at the address provided in section 18.1.

ARTICLE 18 NOTICE

- 18.1 **Notice in Writing and Addressed.** Notice shall be in writing and shall be delivered by email, postage-prepaid mail, personal delivery or fax, and shall be addressed to the Province and the Recipient respectively as set out below, or as either Party later designates to the other by Notice:

To the Province:

Ontario Seniors' Secretariat
777 Bay St., 6th fl.
Toronto ON M7A 2J4

Attention: Seniors Community Grant

Fax: 416-326-7078

Email:
seniorscommunitygrant@ontario.ca

To the Recipient:

Corporation of the Town of Fort
Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9

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

Email: jkabel@fort-frances.com

18.2 **Notice Given.** Notice shall be deemed to have been received:

- (a) in the case of postage-prepaid mail, seven days after a Party mails the Notice; or
- (b) in the case of email, personal delivery or fax, at the time the other Party receives the Notice.

18.3 **Postal Disruption.** Despite section 18.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail shall not be deemed to be received; and
- (b) the Party giving Notice shall provide Notice by email, personal delivery or by fax.

ARTICLE 19 CONSENT BY PROVINCE

19.1 **Consent.** The Province may impose any terms and/or conditions on any consent the Province may grant pursuant to the Agreement.

ARTICLE 20 SEVERABILITY OF PROVISIONS

20.1 **Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision shall be deemed to be severed.

ARTICLE 21 WAIVER

21.1 **Waivers in Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the Notice provisions in Article 18. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.

ARTICLE 22 INDEPENDENT PARTIES

22.1 **Parties Independent.** The Recipient acknowledges that it is not an agent, joint venturer, partner or employee of the Province, and the Recipient shall not take any actions that could establish or imply such a relationship.

ARTICLE 23 ASSIGNMENT OF AGREEMENT OR FUNDS

- 23.1 **No Assignment.** The Recipient shall not assign any part of the Agreement or the Funds without the prior written consent of the Province.
- 23.2 **Agreement to Extend.** All rights and obligations contained in the Agreement shall extend to and be binding on the Parties' respective heirs, executors, administrators, successors and permitted assigns.

ARTICLE 24 GOVERNING LAW

- 24.1 **Governing Law.** The Agreement and the rights, obligations and relations of the Parties shall be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement shall be conducted in Ontario.

ARTICLE 25 FURTHER ASSURANCES

- 25.1 **Agreement into Effect.** The Recipient shall do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

ARTICLE 26 CIRCUMSTANCES BEYOND THE CONTROL OF EITHER PARTY

- 26.1 **Force Majeure Means.** Subject to section 26.3, Force Majeure means an event that:
- (a) is beyond the reasonable control of a Party; and
 - (b) makes a Party's performance of its obligations under the Agreement impossible, or so impracticable as reasonably to be considered impossible in the circumstances.
- 26.2 **Force Majeure Includes.** Force Majeure includes:
- (a) infectious diseases, war, riots and civil disorder;
 - (b) storm, flood, earthquake and other severely adverse weather conditions;
 - (c) lawful act by a public authority; and
 - (d) strikes, lockouts and other labour actions,
- if such events meet the test set out in section 26.1.
- 26.3 **Force Majeure Shall Not Include.** Force Majeure shall not include:

- (a) any event that is caused by the negligence or intentional action of a Party or such Party's agents or employees; or
- (b) any event that a diligent Party could reasonably have been expected to:
 - (i) take into account at the time of the execution of the Agreement; and
 - (ii) avoid or overcome in the carrying out of its obligations under the Agreement.

26.4 **Failure to Fulfil Obligations.** Subject to section 14.1(e), the failure of either Party to fulfil any of its obligations under the Agreement shall not be considered to be a breach of, or Event of Default under, the Agreement to the extent that such failure to fulfill the obligation arose from an event of Force Majeure, if the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of the Agreement.

ARTICLE 27 SURVIVAL

27.1 **Survival.** The provisions in Article 1, any other applicable definitions, sections 4.6(b), 5.2, 7.1 (to the extent that the Recipient has not provided the Reports or other reports as may be requested by the Province to the satisfaction of the Province), 7.2, 7.3, 7.4, 7.5, 7.6, Articles 8 and 10, sections 12.2, 13.2, 13.3, 14.1, 14.2(d), (e), (f), (g) and (h), Articles 16, 17, 18, 20, 24, 27, 28, 30, 31 and 34, and all applicable cross-referenced provisions and schedules shall continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement.

ARTICLE 28 SCHEDULES

28.1 **Schedules.** The Agreement includes the following schedules:

- (a) Schedule "A" - Project Description and Timelines;
- (b) Schedule "B" - Budget;
- (c) Schedule "C" - Payment; and
- (d) Schedule "D" - Reports.
- (e) Schedule "E" - Grant Recipient Communications Protocol

ARTICLE 29 COUNTERPARTS

29.1 **Counterparts.** The Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall

constitute one and the same instrument.

ARTICLE 30 JOINT AND SEVERAL LIABILITY

- 30.1 **Joint and Several Liability.** Where the Recipient is comprised of more than one entity, all such entities shall be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

ARTICLE 31 RIGHTS AND REMEDIES CUMULATIVE

- 31.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

ARTICLE 32 BPSAA

- 32.1 **BPSAA.** For the purposes of clarity, if the Recipient is subject to the BPSAA and there is a conflict between any of the requirements of the Agreement and the requirements of the BPSAA, the BPSAA shall prevail.

ARTICLE 33 FAILURE TO COMPLY WITH OTHER AGREEMENTS

- 33.1 **Other Agreements.** If the Recipient:
- (a) has failed to comply (a "Failure") with any term, condition or obligation under any other agreement with Her Majesty the Queen in right of Ontario or a Crown agency;
 - (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
 - (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
 - (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

ARTICLE 34 ENTIRE AGREEMENT

- 34.1 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.
- 34.2 **Modification of Agreement.** The Agreement may only be amended by a written

agreement duly executed by the Parties.
The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister Responsible for Seniors
Affairs**

_____ Name: Abby Katz Starr Title: (A) Assistant Deputy Minister Ontario Seniors' Secretariat	_____ Date
--	---------------

_____ Name: Jason Kabel Title: Manager of Community Services	_____ Date
--	---------------

_____ Name: Title:	_____ Date
--------------------------	---------------

I/We have authority to bind the Recipient.

SCHEDULE “A”

PROJECT DESCRIPTION AND TIMELINES

Background

Fort Frances is a municipality with a population of just over 8,000 with the majority in, or near, the senior demographic. Being a municipality, the Town of Fort Frances has a governance structure with elected officials (Mayor & 6 Councillors) to oversee all financial measures, corporate management, and contemplations of grant applications. The community services executive committee has given their endorsement for the submission to the Seniors Community Grant Program.

Project Objective

Initiate the process to become an 'age friendly community' through the first 3 phases of the following 4 phase process:

- a) Define local principles
- b) Custom needs assessment
- c) Develop an Action Plan
- d) Implementation and Evaluation

Scope of Project

The scope of this project would seek to accomplish the first 3 phases; defining local principles as it relates to the seniors in Fort Frances, undertaking the custom needs assessment through our local Sister Kennedy Senior Centre, and finally developing an action plan that would prepare the committee for the implementation and evaluation plan.

The project will impact and benefit all of the seniors in Fort Frances, approximately 3,200.

Timelines

July 26, 2016 to March 31, 2017

SCHEDULE “B”
BUDGET

4. Project Costs and Grant Request	
Budget	Anticipated Costs \$
Consultant (\$2000 cash/kind)	\$4,800.00
Marketing (survey, local media promotion, web page)	\$2,200.00
Meeting expenses (room rental, lunch, 12 pp)	\$1,200.00
Staff hours	\$700.00
Administration	\$800.00
<div>Add item (+)</div>	Total Project Costs - cannot exceed \$10,000
	\$9,700.00
Less Contributions (Stream 2 only):	
Note: The total amount requested should represent no more than 80% of total project cost. You are required to have 20% of project costs provided through cash and/or in-kind contributions.	
Cash Contribution	\$1,000.00
In-kind Contributions	\$1,000.00
Other Contributions (specify below) ▼	
<div>Add Contribution (+)</div>	
Funding Requested (Total Project Costs – Contributions, if applicable)	\$7,700.00

SCHEDULE "C"**PAYMENT**

PAYMENT DATE OR MILESTONE	AMOUNT
Initial Project Payment	\$6,160.00
Payment upon receipt of a satisfactory Project Final Report, no later than March 31, 2017	\$1,540.00

SCHEDULE “D”**REPORTS**

Name of Report	Due Date
1. Project Final Report	Within 30 days of project completion

Report Details

Each Report will include the following items:

- (a) a update on the status and progress of the Project;
- (b) an indication of whether the objectives of the Project are being / were met;
- (c) a description of how the success of the Project is being / was measured;
- (d) a description of the level of community participation and response;
- (e) details of how the Province's support has been acknowledged;
- (f) an unaudited statement which accounts for Project revenue and expenditures; any other details that may be requested by the Province.

Schedule “E”
Seniors Community Grant 2016-2017
Grant Recipient Communications Protocol

Media and Promotion

- As part of the effort to build awareness of programs for seniors, the Government of Ontario may hold a media announcement.
- As a grant recipient, please notify the Ontario Seniors’ Secretariat if you plan to hold a media/launch event or public announcement. We would ask that grant recipients refrain from making local media announcements until the OSS has made a province-wide announcement about the program.
- We encourage you to involve local MPPs or other officials to your event or activity.
- All media and promotional/public materials must acknowledge funding from the Government of Ontario. If you are planning to issue a news release, please share it with us at least seven days in advance, and we will provide you with a Minister’s quote for insertion.

Marketing

- All marketing materials must acknowledge the support of the Government of Ontario.
- This means that all materials (i.e. brochures, reports, advertising, oral presentations and publicity relating to the projects) credit the support of the Government of Ontario by following the Government’s attached guidelines specifically related to the use of the Ontario logo as well as the use of mandatory wording “Funded by”. The logo should only be used on products directly related to the Seniors Community Grant.
- Please also share your marketing or promotional materials with us in advance for our information only.

We are happy to work with you to determine how this protocol will impact your communications outreach. If you have any questions, please contact the Ontario Seniors Secretariat at seniorscommunitygrant@ontario.ca.



REPORT

TO: Mayor Avis and Council

FROM: Jason Kabel, Manager of Community Services

DATE: August 4, 2016

RE: **Kiwanis Sunny Cove Camp – Strategic Plan Item**

Preamble

An entry in the 2015 Town of Fort Frances Strategic Plan: Incredible Community – Boundless Opportunity was an initiative to investigate the long-term use and potential of Sunny Cove Camp for youth programming and economic development opportunities.

To this end, the Community Services Division in conjunction with the Rainy River Future Development Corporation hosted a strategic brainstorming/planning discussion on June 15, 2016 at Sunny Cove Camp that was advertised to the community to attend. There were 16 people in attendance at the session including committee members. The attached document are the ideas that were fashioned in the session proceedings as led by facilitator Geoff Gillon.

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to receive the Sunny Cove Planning Discussion document as attached as a completed strategic plan initiative for Sunny Cove Camp and refer to it for any future strategic planning discussions for camp.

Respectfully Submitted,

Jason Kabel

Council approval of this report will accept the attached Sunny Cove planning discussion document as a completed strategic plan initiative.

Sunny Cove Planning Discussion
June 15, 2016
Facilitated by: Geoff Gillon, RRFDC

Present:

Gary Rogozinski
 Paul Noonan
 Kaleb Firth
 Eric Fagerdahl
 Wes Friesen
 Jason Kabel

Sherry George
 Candace Cole
 Dr. Bob Lidkea
 Frances Flook
 Robin Dennis

Susan Shortreed
 Heather Latter
 Caren Fagerdahl
 Olive Friesen
 Nicki Paddock

QUESTION #1 (COMMENTS)

- A. RV Campground, 2nd Beach (tent etc...)**
- B. Sponsorship Opportunities – Alumni**
- C. RV Park – need to be separate, security**
- D. Developing long range plan**
- E. Move BBQs to better the view**

1. WASHROOM UPGRADES, NEED SECOND BUILDING (12 MARKERS)

- Storage shed for canoes, tables etc
- Bigger washroom facility building
- New or upgraded cabins
- Russell hall heater
- Docks
- One building for washrooms & showers, also Handicap friendly
- Another washroom structure (new), old one needs updating
- Washrooms for each cabin unit and another shower facility at the bottom of the hill
- Another washroom building near farther sleeping cabins

2. BASIC IMPROVEMENT TO THE SITE AS A WHOLE (9 MARKERS)

- Zipline – high ropes, team building, relay type stuff
- Golf carts (similar to Manitou Mounds) that could ferry elders or youngsters
- Limited Wi-Fi (staff use only)
- More/better parking

3. **HEATING/AC/LIGHTING UPGRADES** **(7 MARKERS)**

- Heating in cabins to prolong season of use
- Longer season initiatives, heating of existing infrastructure to lengthen the season
- Air conditioning for Russell Hall
- Heating in cabins

4. **GENERAL UPGRADES/MAINTENANCE** **(6 MARKERS)**

- Making sure that what we have is well maintained and brought up to standards
- Kitchen upgrades
- Dorm style accommodations
- Activity hall upgraded
 - Wi-fi phone line
 - Face lift
- Multisport surface
- Another 3 season cabin could replace cabin #3
- Modernize or upgrade main building to support existing programming/camps (non-profit groups, not wedding, private)
- Facilities to accommodate year-round conferences and/or retreats
- One structure: 4 rooms, 2 baths, double beds
- Maintain current buildings/washroom & grounds
- Window upgrade
- Lighting in Russell Hall
- Upgrades for handicap individuals

5. **SECOND BEACH DEVELOPMENT** **(6 MARKERS)**

- Mini cabins to rent/ Fish on 2nd beach
- 2nd beach campground & road
- Youth camp walking trails
- Landscaping, remove or cover up rocks
- Permanent wedding gazebo
- Rec supplies & storage
- 2 more cabins
- Develop 2nd beach nature trail
- Keep upgrading facilities, possibly develop 2nd beach area

- I would like to see 2nd beach developed with 4 season cabins. They don't have to be big. This would promote use in all seasons.
- Develop 2nd beach

6. RV PARK/CAMPGROUND (3 MARKERS)

- RV Park
- Divide property/2 beaches
 - For summer camps
 - Provincial grade campground with all facilities (lacking in area)

QUESTION #2: COMMENTS:

- A. Policy on curfew/late night activities needs to be reviewed**
- B. More aggressive marketing to schools, colleges, etc.**
- C. Review rate structure to incorporate small activities (kayak use of beach, private sector), Russell Hall, McGregor Hall**
- D. School Board use in June need to be pursued**
- E. Youth Camp \$400/night from Kiwanis**
- F. What conflict with local businesses eg. Weddings, socials etc...**

1. SCHOOLING & TRAINING (16 MARKERS)

- Hiking trails, wilderness and survival training
- School overnights or daytrips
- Post-secondary schooling, alternative schooling
- Outdoor education
- Canoe kayak certification
- Culinary camps
- Fall blitz
- Yoga retreat

2. SPECIALTY RETREATS (12 MARKERS)

- Internet camps
 - Music, sports, yoga, kayaking/canoe
- Retreats: girls, boys adults
- Healthy lifestyle retreats: men, women, children

3. MEETING/CONFERENCES (7 MARKERS)

- Day use, meetings of special interest groups, charities, organizations

- Conferences
- Expand youth camps to all N.W. Ontario
- More meetings/retreats opportunities during week
- More workshop in general

4. TEAM/SPORT PROGRAMMING (5 MARKERS)

- Alternative extreme sport programs
- Team building retreats
- Infrastructure, youth nature space, ropes course, zip line etc.

5. MISCELLANEOUS PROGRAMMING (3 MARKERS)

- I would enjoy more youth events
- Senior exercises
- Hostel/camping during week for bikers etc
- If heated, winter camps

6. QUESTIONS PERTAINING TO PROGRAMMING

- Could there be a student position for summer programs at Sunny Cove? – someone to coordinate with schools & other groups?
- No weddings/meetings
- No private groups
- Unfair competition to taxpaying facilities
- Non-profit only
 - Church camps, school groups, community living groups during June to September
- Advertise the youth camp in a broader area to get new groups
- If we had golf carts, could we have events for seniors here? Teas, BBQs, exercise programs, walking etc...



REPORT

TO: Mayor Avis and Council

FROM: Jason Kabel, Manager of Community Services

DATE: August 4, 2016

RE: **Canada 150 Grant Applications**

Preamble

At the meeting of the Community Services Executive Committee on Tuesday, August 2, 2016 the committee had a protracted discussion on some of the available grant opportunities (attached) in preparation for Canada's sesquicentennial celebration.

The committee endorsed 2 application submissions as follows:

Community Capital Program – a \$25 million fund to renovate, repair and retrofit existing community and cultural infrastructure to increase access, improve safety and maximize community use. There are two funding streams available through the program:

- grants of up to \$250,000 are available for organizations with a total operating budget of less than \$1 million for 75% of total project costs
- grants of up to \$500,000 are available for organizations with a total operating budget of \$1 million or more for 50% of total project costs

The Fort Frances Museum will apply for stream 1 for an accessible washroom, front entrance accessible ramp, and roof replacement with an estimated cost for all the retrofits to be less than \$150,000 (actual application amount will depend upon quotations received).

Community Celebration Program – a \$7 million fund to help communities celebrate this historic year. There are three funding streams available through the program to a maximum of 75% of the initiative's total eligible operating expenses:

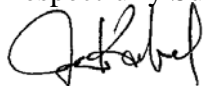
- grants of up to \$10,000 are available for organizations with annual cash operating expenses of less than \$250,000
- grants of up to \$25,000 are available for organizations with annual cash operating expenses of more than \$250,000 and less than \$1 million
- grants of up to \$70,000 are available for organizations with annual cash operating expenses of more than \$1 million

The Town of Fort Frances will apply for Stream 3 for fireworks, banners, July 1st festivities (fun in the sun), and winter carnival for a total of approximately \$25,000.

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to endorse the two grant application submissions to the provincial Canada 150 grants opportunities available as presented.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'J. Kabel', written over the printed name.

Jason Kabel

<p>Council approval of this report will endorse the two grant application submissions to the Canada 150 provincial grant opportunities available as presented.</p>

Canada 150 Grants

Name	Details	Application Period	Funder
Community Capital Program	<p>a \$25 million fund to renovate, repair and retrofit existing community and cultural infrastructure to increase access, improve safety and maximize community use</p> <p>There are two funding streams available through the program:</p> <ul style="list-style-type: none"> - grants of up to \$250,000 are available for organizations with a total operating budget of less than \$1 million for 75% of total project costs - grants of up to \$500,000 are available for organizations with a total operating budget of \$1 million or more for 50% of total project costs 	opens July 18 and closes September 14, 2016	Provincial ontario.ca/150 Administered by OTF
Partnership Program	<p>a \$5 million program to support new partnerships and collaborations that engage, enable and empower youth as the next generation of Ontario leaders</p> <p>Successful applicants are eligible for funding for up to 75% of total project costs, to a maximum of \$100,000.</p>	application period opens July 6 and closes September 30, 2016	Provincial ontario.ca/150
Community Celebration Program	<p>a \$7 million fund to help communities celebrate this historic year</p> <p>There are three funding streams available through the program to a maximum of 75% of the initiative's total eligible operating expenses:</p> <ul style="list-style-type: none"> - grants of up to \$10,000 are available for organizations with annual cash operating expenses of less than \$250,000 - grants of up to \$25,000 are available for organizations with annual cash operating expenses of more than \$250,000 and less than \$1 million - grants of up to \$70,000 are available for organizations with annual cash operating expenses of more than \$1 million 	application period opens July 6 and closes September 2, 2016	Provincial ontario.ca/150
New Horizons for Seniors	\$25,000	Deadline July 29, 2016	Federal
Canada 150 Program	<p>NEW: Canada 150 Fund is no longer accepting applications for projects requesting over \$50,000.</p> <p>The Canada 150 Fund continues to accept applications for projects requesting \$50,000 or less.</p>	ongoing until closing announcement	Federal
Canada 150 Community Infrastructure Program	<p>The Canada 150 Fund continues to accept applications for projects requesting \$50,000 or less.</p>	ongoing until closing announcement	Federal

URL: <https://www.ontario.ca/page/ontario150#section-4>



Ontario150

In 2017, Canada will celebrate its 150th anniversary. As a founding province, Ontario is joining the celebration with new funding, events and programs.

Join the festivities and celebrate Ontario's 150th anniversary.

How we're celebrating

Throughout 2017, we'll be supporting events and programs across the province that showcase our diverse communities and encourage Ontarians to get involved and celebrate.

Municipalities, community groups and not-for-profit organizations can apply for funding that will create social and cultural legacies through initiatives that support celebration, engagement and innovation in Ontario.

Apply for funding

There are three funding programs you can apply for:

- Community Celebration Program (application opens July 6 and closes September 2, 2016)
- Partnership Program (application opens July 6 and closes September 30, 2016)
- Community Capital Program (application opens July 18 and closes September 14, 2016)

Ontario150 Community Celebration Program

This program will help to support initiatives that celebrate and commemorate Canada and Ontario's 150th anniversary.

Eligible initiatives include single activities or series of activities, such as:

- Ontario150-themed multicultural events and community celebrations
- commemorative installation ceremonies
- food festivals celebrating local chefs, locally grown products and local food movements
- art exhibitions in public spaces showcasing local or iconic artists
- sporting events and competitions
- 150-themed public workshops, forums, conferences or symposia
- youth innovation or entrepreneur competitions

Eligible applicants include:

- not-for-profit organizations
- municipalities
- Indigenous communities and organizations

For-profit organizations, Chambers of Commerce and academic institutions are not eligible to apply for funding. However, these organizations are allowed to partner with not-for-profits.

The province is providing a total of \$7 million in funding through the Community Celebration Program.

There are three funding streams available through the program to a maximum of 75% of the initiative's total eligible operating expenses:

- grants of up to \$10,000 are available for organizations with annual cash operating expenses of less than \$250,000
- grants of up to \$25,000 are available for organizations with annual cash operating expenses of more than \$250,000 and less than \$1 million
- grants of up to \$70,000 are available for organizations with annual cash operating expenses of more than \$1 million

Applications will be accepted from July 6 to September 2, 2016.

Learn more or apply for the Community Celebration Program (<http://www.grants.gov.on.ca/GrantsPortal/en/OntarioGrants/GrantOpportunities/PRDR015659.html>)

Ontario150 Partnership Program

This program supports collaborative projects that foster new partnerships and innovative ways to engage and empower youth.

To be eligible for funding, your project must engage and empower youth through:

- creativity and cultural expression
- diversity and inclusion
- environmental stewardship
- youth entrepreneurship
- healthy living
- civic engagement

Eligible applicants include:

- not-for-profit community organizations
- municipalities
- Indigenous communities and organizations
- businesses (for non-commercial projects)
- business associations

The province is providing a total of \$5 million in funding through the Partnership Program.

Successful applicants are eligible for funding for up to 75% of total project costs, to a maximum of \$100,000.

Applications will be accepted from July 6 to September 30, 2016.

Learn more or apply for the Partnership Program (<http://www.grants.gov.on.ca/GrantsPortal/en/OntarioGrants/GrantOpportunities/PRDR015657.html>)

Ontario150 Community Capital Program

This program helps municipalities, not-for-profit community organizations and Indigenous communities improve existing infrastructure through repairs, renovations or retrofitting.

Eligible projects include:

- multicultural centres
- playgrounds
- sport facilities

- cenotaphs
- elderly person centres
- other types of public meeting places and spaces

Eligible applicants include:

- not-for-profit community organizations
- municipalities
- Indigenous communities and organizations

You must be registered with the Ontario Trillium Foundation before submitting an application for this program.

The province is providing a total of \$25 million in funding through the Community Capital Program.

There are two funding streams available through the program:

- grants of up to \$250,000 are available for organizations with a total operating budget of less than \$1 million for 75% of total project costs
- grants of up to \$500,000 are available for organizations with a total operating budget of \$1 million or more for 50% of total project costs

Applications will be accepted from July 18 to September 14, 2016.

Learn more or apply for the Community Capital Program (<http://www.otf.ca/ontario150>)

Updated: July 27, 2016
Published: July 6, 2016

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Date: August 2nd, 2016

Report To: Mayor & Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Letter dated May 24th, 2016 from Cheryl Armstrong – Keeping of Chickens.

Mayor & Council will recall that a letter from Cheryl Armstrong dated May 24th, 2016 was referred to the Planning & Development Executive Committee for their recommendation.

The Planning & Development Executive Committee at their regular meeting held June 20th, 2016 discussed the issues brought forward by Mrs. Armstrong in detail with the By-Law Enforcement Department and the item was deferred to the next meeting to allow more input to be sought.

At the regular meeting July 4th, 2016, the Planning & Development Executive Committee received an information package from the City of Thunder Bay, as it is also going through the same process at this time. This package was discussed in detail.

Finally, at their regular meeting August 2nd, 2016, the Planning & Development Executive Committee reviewed and discussed in detail the draft amendments that were presented in regards to handling the chicken/rooster issues within Town.

Therefore, with this stated, the Planning & Development Executive Committee is recommending that Mayor & Council authorize two (2) amendments to By-Law #17/90. They are as follows:

Amendment 17/90 - “A”

The first amendment being an amendment to prohibit the keeping of roosters (gallus gallus domestics, or otherwise known as a male chicken, cock or chanticleer) within the Town of Fort Frances

Amendment 17/90 – “B”

The second amendment being an amendment to permit the keeping of chickens (*gallus gallus domesticus* birds, such as chickens, or otherwise known as domesticated fowl and which are a subspecies of the red jungle fowl).

Provided that the following requirements are met by the property owner:

- a) Establish a maximum area of .1 cubic metre for manure storage in an enclosed container.
- b) The slaughter of or euthanization of chickens within Town limits is not permitted.
- c) A chicken coop must be located within the rear yard and must be a minimum of 3.0 m from any rear lot line or side lot line.
- d) The sale of eggs, meat, manure or other products derived from chickens is not permitted.
- e) the external storage of chicken feed must be kept in a rodent-proof container within the coop area.
- f) must comply with all other applicable legislation.

The enforcement of these new amendments will be conducted by the By-Law Enforcement Department on a complaint driven basis.

Respectfully submitted,

Patrick Briere, CMM I, Property Standards Professional
 MLEO/Public Information Officer, Planning & Development Division
 PH: 1-807-274-5323 ext. 1218
 Fax: 1-807-274-8479
 pbriere@fort-frances.com

TOWN OF FORT FRANCES

BY-LAW NO. 17/90 - A

(Being a by-law to amend by-law 17/90, being a by-law for the keeping of certain animals within the Municipality. The *Municipal Act, 2001*, S.O. 2001.

WHEREAS the Corporation of the Town of Fort Frances is authorized to the prohibiting or regulating the keeping of certain animals, or any class thereof.

AND WHEREAS on August 2nd, 2016, Council approved a report from the By-law Enforcement Department recommending an amendment to By-Law #17/90 – Prohibiting the Keeping of Certain Animals By-Law.

NOW THEREFORE the Municipal Council of the Corporation of the Town of Fort Frances **HEREBY ENACTS** the following:

By-Law 17/90

Schedule “A”

Being a list of animals the keeping of which is prohibited within the Town of Fort Frances:

All Gallus Gallus Domestics (such as Roosters or otherwise known as a male chicken, cock or chanticleer).

READ THREE TIMES and finally passed in open Council this 12th day of September 2016.

R. Avis, Mayor

E. Slomke, Clerk

TOWN OF FORT FRANCES

BY-LAW NO. 17/90 - B

(Being a by-law to amend by-law 17/90, being a by-law for the keeping of certain animals within the Municipality. The *Municipal Act, 2001*, S.O. 2001.

WHEREAS the Corporation of the Town of Fort Frances is authorized to the prohibiting or regulating the keeping of certain animals, or any class thereof.

AND WHEREAS on August 2nd, 2016, Council approved a report from the By-law Enforcement Department recommending an amendment to By-Law #17/90 – Prohibiting the Keeping of Certain Animals By-Law.

NOW THEREFORE the Municipal Council of the Corporation of the Town of Fort Frances **HEREBY ENACTS** the following:

By-Law 17/90

Schedule “C”

Definitions

“chickens” – means all gallus gallus domesticus birds such as chickens or otherwise known as domesticated fowl and which are the subspecies of the red jungle fowl.

“chicken coop” or “caged quarters” – means any chicken coop or caged quarters, including a ventilated structure with nesting and perch features for chickens, not roosters, within a fenced and roofed enclosure accessory to, and in the rear yard.

In this by-law:

1) The following animal(s) be permitted within the Town of Fort Frances:

All Gallus Gallus Domesticus (such as chickens or otherwise known as domesticated fowl and a subspecies of the red jungle fowl).

2) The above animal(s) are only permitted within the Town of Fort Frances if the following requirements have been met by the property owner:

- a) Establish a maximum area of .1 cubic metre for manure storage in an enclosed container.
- b) The slaughter of or euthanization of chickens within the Town limits is not permitted.
- c) A chicken coop must be located within the rear yard and must be a minimum of 3.0 m from any rear lot line or side lot line.
- d) The sale of eggs, meat, manure or other products derived from chickens is not permitted.
- e) The external storage of chicken feed must be kept in a rodent-proof container within the coop area.
- f) must comply with all other applicable legislation.

READ THREE TIMES and finally passed in open Council this 12th day of September 2016.

R. Avis, Mayor

E. Slomke, Clerk



REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Manager of Community Services

DATE: August 4, 2016

RE: **2016 Provincial Child Care Wage Enhancement Agreement**

Preamble

The Rainy River District Social Services Administration Board (RRDSSAB) has provided one-time funding for the 2016 Provincial Child Care Wage Enhancement for eligible staff at Fort Frances Children's Complex. This one-time funding allocation is based on the information submitted in our Application for Provincial Wage Enhancement Funding - Child Care Centres & Home Visitors (2016). The approved applications for each of the 4 sites are attached, below is a summary:

	# of FTE	Salary	Benefit	Supplemental Grant	Total
Main Site	7.21	20,588.62	3603.01	1,081.83	\$25,273.45
JW Walker	1.31	4,098.37	717.21	196.23	\$5,011.81
Robert Moore	1.38	3,843.81	672.67	207.48	\$4,723.95
St. Michaels	1.42	3,986.97	697.72	213.41	\$4,898.11

Total Allocation

Provincial Child Care Wage Enhancement	\$38,208.37
Supplemental Grant	\$1,698.95
Administration Funding	\$ 87.36

This funding will provide the Children's Complex with the resources to grant eligible program staff a wage enhancement of up to \$2 per hour plus up to 17 .5 percent benefits based on hours worked in 2015.

Recommendation

The Community Services Division recommends to Mayor & Council to endorse the agreement with the Rainy River District Social Services Administration Board (RRDSSAB) as presented.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Kabel".

Jason Kabel

Council approval of this report will endorse signing of the 2016 Provincial Child Care Wage Enhancement Agreement with the Rainy River District Social Services Administration Board (RRDSSAB) as attached.



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

August 3, 2016

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

Dear Jason Kabel,

RE: 2016 Provincial Child Care Wage Enhancement Agreement

The Rainy River District Social Services Administration Board (RRDSSAB) is pleased to provide one-time funding for the 2016 Provincial Child Care Wage Enhancement for eligible staff at Fort Frances Children's Complex. This one-time funding allocation is based on the information submitted in your Application for Provincial Wage Enhancement Funding – Child Care Centres & Home Visitors (2016). Your approved applications (4) are attached.

This funding will provide your organization with the resources to grant eligible program staff a wage enhancement of up to \$2 per hour plus up to 17.5 percent benefits based on hours worked in 2015.

<i>Funding Type</i>	<i>2016 Allocation</i>
Provincial Child Care Wage Enhancement	\$ 38,208.37
Supplemental Grant	\$ 1,698.95
Administration Funding	\$ 87.36

If the Town of Fort Frances is in agreement with the terms as set out in this letter, please return **two signed hard copies or one signed scanned copy** of this letter to my attention at the Rainy River DSSAB by **August 19, 2016**.

TERMS OF THE AGREEMENT

1) Purpose

On January 19, 2015 the Premier announced that the Ministry of Education has committed \$269 million over three years to support a wage enhancement in the licensed child care sector. The wage enhancement initiative is intended to be an ongoing investment.

The wage enhancement objectives are:

- To help close the wage gap between RECEs working in the publicly funded education system and those in the licensed child care sector;
- To help stabilize child care operators by supporting their ability to retain RECEs and non-RECE program staff; and
- To support greater employment and income security.

The ministry has established an hourly wage maximum of \$26.27/hour (as of January 1, 2015) for centre-based staff.

2) Eligibility

RECEs and other child care program staff are eligible for the 2016 wage enhancement if they:

- Are employed in a licensed child care centre or home child care agency;
- Have a wage of less than \$26.27 per hour excluding year one's wage enhancement; and
- Are categorized as a child care supervisor, RECE, or can be otherwise counted toward adult to child ratios under the *Child Care and Early Years Act, 2014 (CCEYA)*.

Supplementary program staff positions that are in place to maintain lower adult-child ratios than required under the CCEYA are also eligible for wage enhancement.

Ineligible Positions (Non-Program Staff)

- Cook, custodial and other non-program staff positions are not eligible for wage enhancement funding.
- SNR-funded resource teachers/consultants and supplemental staff are not eligible for wage enhancement funding.
- The only exception to this provision is if at least 25% of the non-program staff position is used to support CCEYA ratio requirements. In these instances, the enhancement will be provided for the time in program.

3) Payments to Staff

The Operator is required to pay the wage enhancement to qualifying staff during 2016 retroactive to January 1, 2016. Discretion is allowed for wage enhancement payments to staff in 2016. The Operator can provide wage enhancement payments to staff as follows:

- Through staff's regular paycheques; or
- Through quarterly lump sum payments in the funding year ending December 31, 2016.

With either of the above payment options the child care operator is required to clearly label the funding provided for wage enhancement on staff pay cheques as "Provincial child care wage enhancement". A separate code may also be used on the pay cheques (if text is not feasible) as long as clear communication has been provided to staff defining the code as "Provincial child care wage enhancement".

If a separate line or code on pay cheques is not feasible due to payroll restrictions, the Operator may provide the funding to staff through a separate payment. These payments must be clearly tied to the number of hours worked.

The 17.5% maximum in mandatory benefits is used for employer costs for the statutory contributions. This includes 4.00% in vacation pay and 3.59% in public holiday pay that will be provided to employees.

It's anticipated that the administration of wage enhancement funds through staff's regular paycheques will be a requirement for the Provincial Child Care Wage Enhancement Grant in 2017.

More Working Hours

If a centre has more working hours than in the previous year, the Operator will run out of wage enhancement funding prior to the end of 2016. The supplemental grant may be used to top up wage enhancement salary shortfalls.

The Operator is not required to absorb the additional cost to continue funding the enhancement until the end of 2016. The Operator can stop paying wage enhancement once the allocation for the centre has been depleted. There is no obligation for the Operator to pay the balance.

The Operator may choose to address wage enhancement for staff positions that are ineligible for the provincial child care wage enhancement or top up shortfalls in provincial wage enhancement for eligible positions through other funding sources.

Fewer Working Hours

If a position has fewer working hours than in the previous year (or as determined by the wage enhancement application) the Operator will only distribute wage enhancement for the actual hours worked in 2016. All surplus funds are to be returned to the RRDSSAB in the reconciliation process at year-end.

4) Use of Wage Enhancement

The Operator is required to provide 100% of wage enhancement funds to eligible staff. Wage enhancement funding must be paid to child care staff in addition to their standard wage rate as of January 1, 2016. Wage enhancement funding may be used to fund overtime hours worked in 2016 but not exceeding \$2.00 per hour. In addition, it may only be provided to staff whose positions were approved as part of the 2016 wage enhancement application process.

The funding cannot be:

- spent on any other child care program expenses;
- used to offset or replace a wage increase;
- used to replace other funding that the operator receives from the RRDSSAB (i.e. general operating funding).

The Operator is not permitted to substitute payments previously provided to staff with wage enhancement funding. Wage enhancement funding must be provided in addition to any pay equity payments agreed to under the pay equity memorandum of settlement. Wage enhancement funding that is not used for its intended purpose will be recovered by the RRDSSAB.

Benefits Funding and Flexibility

Benefits of 17.5 per cent support operators in meeting their statutory benefit requirements. Once all statutory benefits requirements are met (including up to 2 weeks of vacation and 9 statutory days), any remaining funding within 17.5 per cent can be used to fund other benefit expenses paid by the employer on behalf of the employee.

Operators may use any residual benefits funding for wage enhancement salaries. The flexibility is only one way; therefore, salary funding cannot be used for benefits.

Operators may exceed 17.5% for benefits if the supplemental grant is used to support additional benefit expenses.

Supplemental Grant

In addition to the wage enhancement funds, operators will also receive a supplemental grant of \$150 for each eligible centre based FTE. The supplemental grant provides operators with flexibility to cover salary shortfalls due to increased hours or staffing, and/or additional benefits (e.g. additional time in program, new staff, vacation days, sick days or PD days and/or other benefits) once mandatory benefits are covered. Any funding that is not used for these purposes will be recovered.

DSSAB staff is available to support operators in setting priorities for how to allocate the supplemental grant.

Administration Funding

To support operators with the implementation of the wage enhancement initiative, each operator will receive one-time funding for administration as part of its funding agreement. Unused administration funds will be recovered by the DSSAB.

5) Payment Schedule

Wage enhancement funding retroactive to January 1, 2016 will be included with the Operator's September 2016 electronic funds transfer (EFT). The remaining funds will be provided as equal installments in the monthly EFTs through to the end of 2016.

6) Reporting Requirements

The Operator is required to provide the RRDSSAB with the following information using forms to be supplied by the RRDSSAB:

- A statement which attests that 100% of wage enhancement funding was provided directly to eligible child care staff with up to \$2.00 per hour provided for wage plus up to 17.5 percent provided for benefits.
- Service and financial data required by the Ministry including:
 - Number of RECE FTEs receiving a full wage enhancement;
 - Number of Supervisor FTEs receiving a full wage enhancement;
 - Number of other program FTEs receiving a full wage enhancement;
 - Number of RECE FTEs receiving a partial wage enhancement;
 - Number of Supervisor FTEs receiving a partial wage enhancement;
 - Number of other program FTEs receiving a partial wage enhancement.

Rather than subtracting sick hours and adding in supply hours the Operator may have chosen to include the total hours worked for a position on its application and then pay whichever staff worked the hours in 2016. Where the Operator has chosen to combine staff positions on its wage enhancement application the Operator must ensure that records are kept on file for actual hours worked for each position from January 1, 2015 to December 31, 2015 and be prepared to present these upon request to the RRDSSAB.

7) Reconciliation

Reconciliation of wage enhancement funding will be completed on the total number of FTEs funded by the Operator. In instances where the wage enhancement allocation for a position exceeds the actual hours worked in 2016 the RRDSSAB will recover unused funds from the Operator.

To support the reconciliation of wage enhancement funding the Operator agrees to:

- Participate in a wage enhancement reconciliation and compliance audit to confirm adherence with this Agreement. Operators selected for a wage enhancement audit will be notified in advance and provided with further information to prepare for the audit.
- Retain records pertinent to the information provided in the wage enhancement application.
- Track salaries and benefits payments separately.
- Permit RRDSSAB staff to enter, at reasonable times, any premises used by the Operator in connection with the provision of wage enhancement and retention of records to inspect all records relating to the delivery of wage enhancement.
- Provide quarterly year-to-date reports that include actual and projected wage enhancement expenditures, revenue and all other service data information – "Schedule 3".

- Include a separate line within its audited financial statements for each wage enhancement revenue and wage enhancement operating expenses.

In the event that the RRDSSAB determines that the Operator has failed to meet the funding conditions outlined in their agreement for the provision of wage enhancement funding, the RRDSSAB will recover all misused funds. Additionally, non-compliant operators may be deemed ineligible to receive future wage enhancement funding.

Thank you for your continued commitment to your staff, and the children and families in your community. If you have any questions regarding this agreement please contact me at tfretter@rrdssab.on.ca or (807) 274-5349 ext. 241.

Sincerely,



Tanis Fretter
Integrated Services Manager

Attachment

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

I, _____ have the authority to bind **Town of Fort Frances** and accept the terms contained in this letter.

Signature

Date

I, _____ have the authority to bind **Town of Fort Frances** and accept the terms contained in this letter.

Signature

Date

I, _____ have the authority to bind the **Rainy River District Social Services Administration Board** and accept the terms contained in this letter.

Signature

Date

I, _____ have the authority to bind the **Rainy River District Social Services Administration Board** and accept the terms contained in this letter.

Signature

Date

Application for Provincial Wage Enhancement Funding - Child Care Centres & Home Visitors (2016)

CHILD CARE CENTRE / AGENCY INFORMATION

Child Care Centre / Agency Name:
Operator Name:
Licence Number:
Auspice Type:
Centre / Agency Mailing Address:

Town of Fort Frances
Fort Frances Children's Complex- Main Site
08903
Non-Profit Operation
1150 Portage Avenue North
Fort Frances, ON P9A 2B1

CONTACT INFORMATION

Name:
Phone Number:
Email Address:

Shawna McRitchie or Dawn Galusha
274-5457 or 274-5323
smcritchie@fort-frances.com, dgalusha@fort-f

CHILD CARE CENTRE / AGENCY OPERATING INFORMATION

How many weeks was your centre open during 2015
Standard work week (hours)
Total Operating Capacity (N/A for Home Child Care Provider agencies)
Total Licensed Capacity (N/A for Home Child Care Provider agencies)

52
37.5
44
44

SERVICE DATA

Number of ineligible* RECEs
Number of ineligible* Non-RECEs
Number of ineligible* Supervisors
Number of ineligible* Home Visitors
**Hourly rate exceeds \$26.27*

0.00
0.00
2.00
0.00

EMPLOYEE / POSITION INFORMATION						WAGE ENHANCEMENT DETERMINATION						
	Position Description	New Position created during Jan 1 - Dec 31, 2015? (Y/N) (If Yes, provide an estimate for the number of hours that the position would work during the year in Column J)	Category	Base Hourly Wage (excluding year 1 wage enhancement)	# of Hours Worked (Jan 1- Dec 31, 2015)	% of Time in Eligible Position	Eligibility Status	Eligibility Rate per Hour (\$)	FTE	Salary Component	Statutory Benefit Component (17.5%)	Total Compensation
1	Toddler Teacher 1	NO	RECE	\$ 24.70	1,707.75	100%	Partial	\$ 1.57	0.97	\$ 2,681.17	\$ 469.20	\$ 3,150.37
2	Toddler Teacher 2	NO	RECE	\$ 24.70	1,632.90	100%	Partial	\$ 1.57	0.93	\$ 2,563.65	\$ 448.64	\$ 3,012.29
3	Toddler Teacher 3- new	YES	RECE	\$ 24.70	1,350.00	100%	Partial	\$ 1.57	0.77	\$ 2,119.50	\$ 370.91	\$ 2,490.41
4	Toddler Teacher 4- new	YES	RECE	\$ 24.70	1,350.00	100%	Partial	\$ 1.57	0.77	\$ 2,119.50	\$ 370.91	\$ 2,490.41
5	Preschool Teacher 1	NO	RECE	\$ 24.70	1,608.50	100%	Partial	\$ 1.57	0.92	\$ 2,525.35	\$ 441.94	\$ 2,967.28
6	Preschool Teacher 2	NO	RECE	\$ 24.70	1,655.75	100%	Partial	\$ 1.57	0.94	\$ 2,599.53	\$ 454.92	\$ 3,054.44
7	Preschool Teacher 3	NO	RECE	\$ 24.70	1,669.25	100%	Partial	\$ 1.57	0.95	\$ 2,620.72	\$ 458.63	\$ 3,079.35
8	Interim Replacement Staff	NO	Non-RECE	\$ 19.64	1,679.60	100%	Full	\$ 2.00	0.96	\$ 3,359.20	\$ 587.86	\$ 3,947.06

SUMMARY				FTE	Salary Component	Statutory Benefit Component (17.5%)	Total Compensation
Fully Eligible Positions							
	RECE	-	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00
	Non-RECE	0.96	\$ 3,359.20		\$ 587.86	\$ 3,947.06	
	Supervisor	-	\$ 0.00		\$ 0.00	\$ 0.00	
	SUB-TOTAL	0.96	\$ 3,359.20		\$ 587.86	\$ 3,947.06	
Partially Eligible Positions							
	RECE	6.25	\$ 17,229.42		\$ 3,015.15	\$ 20,244.56	
	Non-RECE	-	\$ 0.00		\$ 0.00	\$ 0.00	
	Supervisor	-	\$ 0.00		\$ 0.00	\$ 0.00	
	SUB-TOTAL	6.25	\$ 17,229.42		\$ 3,015.15	\$ 20,244.56	
	TOTAL	7.21	\$ 20,588.62		\$ 3,603.01	\$ 24,191.62	
	SUPPLEMENTAL GRANT						\$ 1,081.83
	GRAND TOTAL						\$ 25,273.45

CERTIFICATION

As a signing authority for this organization, I certify that the information included in this application is accurate and represents the positions that can be counted toward adult to child ratios under the Child Care and Early Years Act (CCEYA) as of December 31, 2015.

Name of Signing Authority:
Title:
Date:

Laurie Witherspoon
Treasurer
March 31/16

Please click and select:

YES

(To be completed by DSSAB only)

APPROVAL

The child care centre / agency is approved for the following:

# of FTE	Salary	Benefit	Supplemental Grant	Total
7.21	20588.62	3603.01	1081.83	25273.45

APPLICATION DEADLINE IS MARCH 31, 2016 - ANY APPLICATIONS RECEIVED AFTER THIS DATE WILL NOT BE ELIGIBLE FOR FUNDING IN 2016

Application for Provincial Wage Enhancement Funding - Child Care Centres & Home Visitors (2016)

CHILD CARE CENTRE / AGENCY INFORMATION

Child Care Centre / Agency Name: Town of Fort Frances
 Operator Name: Fort Frances Children's Complex- JW Walker S
 Licence Number: 0006668
 Auspice Type: Non-Profit Operation
 Centre / Agency Mailing Address: 1150 Portage Avenue
 Fort Frances, ON P9A 2B1

CONTACT INFORMATION

Name: Shawna McRitchie or Dawn Galusha
 Phone Number: 274-5457 or 274-5323
 Email Address: smcrichtie@fort-frances.com, dgalusha@fort-f

CHILD CARE CENTRE / AGENCY OPERATING INFORMATION

How many weeks was your centre open during 2015
 Standard work week (hours)
 Total Operating Capacity (N/A for Home Child Care Provider agencies)
 Total Licensed Capacity (N/A for Home Child Care Provider agencies)

52
 24
 20
 30

SERVICE DATA

Number of ineligible* RECES
 Number of ineligible* Non-RECES
 Number of ineligible* Supervisors
 Number of ineligible* Home Visitors
 *Hourly rate exceeds \$26.27

0.00
 0.00
 0.00
 0.00

EMPLOYEE / POSITION INFORMATION							WAGE ENHANCEMENT DETERMINATION					
	Position Description	New Position created during Jan 1 - Dec 31, 2015? (Y/N) (If Yes, provide an estimate for the number of hours that the position would work during the year in Column J)	Category	Base Hourly Wage (excluding year 1 wage enhancement)	# of Hours Worked (Jan 1- Dec 31, 2015)	% of Time in Eligible Position	Eligibility Status	Eligibility Rate per Hour (\$)	FTE	Salary Component	Statutory Benefit Component (17.5%)	Total Compensation
1	School Age Teacher 1	NO	RECE	\$ 24.70	1,144.50	100%	Partial	\$ 1.57	0.65	\$ 1,796.87	\$ 314.45	\$ 2,111.32
2	School Age Teacher 2	NO	Non-RECE	\$ 19.64	1,059.25	100%	Full	\$ 2.00	0.60	\$ 2,118.50	\$ 370.74	\$ 2,489.24
3	Interim Replacement	NO	Non-RECE	\$ 19.64	91.50	100%	Full	\$ 2.00	0.05	\$ 183.00	\$ 32.03	\$ 215.03

SUMMARY			FTE	Salary Component	Statutory Benefit Component (17.5%)	Total Compensation
Fully Eligible Positions			RECE	-	\$ 0.00	\$ 0.00
Non-RECE			0.66	\$ 2,301.50	\$ 402.76	\$ 2,704.26
Supervisor			-	\$ 0.00	\$ 0.00	\$ 0.00
SUB-TOTAL			0.66	\$ 2,301.50	\$ 402.76	\$ 2,704.26
Partially Eligible Positions			RECE	0.65	\$ 1,796.87	\$ 314.45
Non-RECE			-	\$ 0.00	\$ 0.00	\$ 0.00
Supervisor			-	\$ 0.00	\$ 0.00	\$ 0.00
SUB-TOTAL			0.65	\$ 1,796.87	\$ 314.45	\$ 2,111.32
TOTAL			1.31	\$ 4,098.37	\$ 717.21	\$ 4,815.58
SUPPLEMENTAL GRANT						\$ 196.23
GRAND TOTAL						\$ 5,011.81

CERTIFICATION

As a signing authority for this organization, I certify that the information included in this application is accurate and represents the positions that can be counted toward adult to child ratios under the Child Care and Early Years Act (CCEYA) as of December 31, 2015.

Name of Signing Authority: Laurie Witherspoon
 Title: Treasurer
 Date: 31-Mar-16

Please click and select:

YES

(To be completed by DSSAB only)

APPROVAL

The child care centre / agency is approved for the following:

# of FTE	Salary	Benefit	Supplemental Grant	Total
1.31	4098.37	717.21	196.23	5011.81

APPLICATION DEADLINE IS MARCH 31, 2016 - ANY APPLICATIONS RECEIVED AFTER THIS DATE WILL NOT BE ELIGIBLE FOR FUNDING IN 2016

Application for Provincial Wage Enhancement Funding - Child Care Centres & Home Visitors (2016)

CHILD CARE CENTRE / AGENCY INFORMATION

Child Care Centre / Agency Name: Town of Fort Frances
 Operator Name: Fort Frances Children's Complex- Robert Moor
 Licence Number: 0005768
 Auspice Type: Non-Profit Operation
 Centre / Agency Mailing Address: 1150 Portage Avenue
 Fort Frances, ON P9A 2B1

CONTACT INFORMATION

Name: Shawna McRitchie or Dawn Galusha
 Phone Number: 274-5457 or 274-5323
 Email Address: smcrichtie@fort-frances.com, dgalusha@fort-f

CHILD CARE CENTRE / AGENCY OPERATING INFORMATION

How many weeks was your centre open during 2015
 Standard work week (hours)
 Total Operating Capacity (N/A for Home Child Care Provider agencies)
 Total Licensed Capacity (N/A for Home Child Care Provider agencies)

52
24
28
30

SERVICE DATA

Number of ineligible* RECEs
 Number of ineligible* Non-RECEs
 Number of ineligible* Supervisors
 Number of ineligible* Home Visitors
**Hourly rate exceeds \$26.27*

0.00
0.00
0.00
0.00

EMPLOYEE / POSITION INFORMATION							WAGE ENHANCEMENT DETERMINATION					
	Position Description	New Position created during Jan 1 - Dec 31, 2015? (Y/N) (If Yes, provide an estimate for the number of hours that the position would work during the year in Column J)	Category	Base Hourly Wage (excluding year 1 wage enhancement)	# of Hours Worked (Jan 1- Dec 31, 2015)	% of Time in Eligible Position	Eligibility Status	Eligibility Rate per Hour (\$)	FTE	Salary Component	Statutory Benefit Component (17.5%)	Total Compensation
1	School Age Teacher 1	NO	RECE	\$ 24.70	1,199.50	100%	Partial	\$ 1.57	0.68	\$ 1,883.22	\$ 329.56	\$ 2,212.78
2	School Age Teacher 2	NO	RECE	\$ 24.70	1,148.85	100%	Partial	\$ 1.57	0.65	\$ 1,803.69	\$ 315.65	\$ 2,119.34
3	Interim Replacement	NO	Non-RECE	\$ 19.64	78.45	100%	Full	\$ 2.00	0.04	\$ 156.90	\$ 27.46	\$ 184.36

SUMMARY				FTE	Salary Component	Statutory Benefit Component (17.5%)	Total Compensation	
Fully Eligible Positions				RECE	-	\$ 0.00	\$ 0.00	\$ 0.00
				Non-RECE	0.04	\$ 156.90	\$ 27.46	\$ 184.36
				Supervisor	-	\$ 0.00	\$ 0.00	\$ 0.00
SUB-TOTAL					0.04	\$ 156.90	\$ 27.46	\$ 184.36
Partially Eligible Positions				RECE	1.34	\$ 3,686.91	\$ 645.21	\$ 4,332.12
				Non-RECE	-	\$ 0.00	\$ 0.00	\$ 0.00
				Supervisor	-	\$ 0.00	\$ 0.00	\$ 0.00
SUB-TOTAL					1.34	\$ 3,686.91	\$ 645.21	\$ 4,332.12
TOTAL					1.38	\$ 3,843.81	\$ 672.67	\$ 4,516.48
SUPPLEMENTAL GRANT								\$ 207.48
GRAND TOTAL								\$ 4,723.95

CERTIFICATION

As a signing authority for this organization, I certify that the information included in this application is accurate and represents the positions that can be counted toward adult to child ratios under the Child Care and Early Years Act (CCEYA) as of December 31, 2015.

Name of Signing Authority: Laurie Witherspoon
 Title: Treasurer
 Date: 31-Mar-16

Please click and select:

YES

(To be completed by DSSAB only)

APPROVAL

The child care centre / agency is approved for the following:

# of FTE	Salary	Benefit	Supplemental Grant	Total
1.38	3843.81	672.67	207.48	4723.95

APPLICATION DEADLINE IS MARCH 31, 2016 - ANY APPLICATIONS RECEIVED AFTER THIS DATE WILL NOT BE ELIGIBLE FOR FUNDING IN 2016

Application for Provincial Wage Enhancement Funding - Child Care Centres & Home Visitors (2016)

CHILD CARE CENTRE / AGENCY INFORMATION

Child Care Centre / Agency Name: Town of Fort Frances
 Operator Name: Fort Frances Children's Complex- ST Michaels
 Licence Number: 0005768
 Auspice Type: Non-Profit Operation
 Centre / Agency Mailing Address: 1150 Portage Avenue
 Fort Frances, ON P9A 2B1

CONTACT INFORMATION

Name: Shawna McRitchie or Dawn Galusha
 Phone Number: 274-5457 or 274-5323
 Email Address: smcrichtie@fort-frances.com, dgalusha@fort-f

CHILD CARE CENTRE / AGENCY OPERATING INFORMATION

How many weeks was your centre open during 2015
 Standard work week (hours)
 Total Operating Capacity (N/A for Home Child Care Provider agencies)
 Total Licensed Capacity (N/A for Home Child Care Provider agencies)

52
 24
 28
 30

SERVICE DATA

Number of ineligible* RECEs
 Number of ineligible* Non-RECEs
 Number of ineligible* Supervisors
 Number of ineligible* Home Visitors
 *Hourly rate exceeds \$26.27

0.00
 0.00
 0.00
 0.00

EMPLOYEE / POSITION INFORMATION							WAGE ENHANCEMENT DETERMINATION					
	Position Description	New Position created during Jan 1 - Dec 31, 2015? (Y/N) (If Yes, provide an estimate for the number of hours that the position would work during the year in Column J)	Category	Base Hourly Wage (excluding year 1 wage enhancement)	# of Hours Worked (Jan 1- Dec 31, 2015)	% of Time in Eligible Position	Eligibility Status	Eligibility Rate per Hour (\$)	FTE	Salary Component	Statutory Benefit Component (17.5%)	Total Compensation
1	School Age Teacher 1	NO	RECE	\$ 24.70	1,307.20	100%	Partial	\$ 1.57	0.75	\$ 2,052.30	\$ 359.15	\$ 2,411.46
2	School Age Teacher 2	NO	RECE	\$ 24.70	1,031.00	100%	Partial	\$ 1.57	0.59	\$ 1,618.67	\$ 283.27	\$ 1,901.94
3	Interim Replacement	NO	Non-RECE	\$ 19.64	158.00	100%	Full	\$ 2.00	0.09	\$ 316.00	\$ 55.30	\$ 371.30

SUMMARY			FTE	Salary Component	Statutory Benefit Component (17.5%)	Total Compensation	
Fully Eligible Positions			RECE	-	\$ 0.00	\$ 0.00	\$ 0.00
			Non-RECE	0.09	\$ 316.00	\$ 55.30	\$ 371.30
			Supervisor	-	\$ 0.00	\$ 0.00	\$ 0.00
			SUB-TOTAL	0.09	\$ 316.00	\$ 55.30	\$ 371.30
Partially Eligible Positions			RECE	1.33	\$ 3,670.97	\$ 642.42	\$ 4,313.39
			Non-RECE	-	\$ 0.00	\$ 0.00	\$ 0.00
			Supervisor	-	\$ 0.00	\$ 0.00	\$ 0.00
			SUB-TOTAL	1.33	\$ 3,670.97	\$ 642.42	\$ 4,313.39
			TOTAL	1.42	\$ 3,986.97	\$ 697.72	\$ 4,684.69
SUPPLEMENTAL GRANT							\$ 213.41
GRAND TOTAL							\$ 4,898.11

CERTIFICATION

As a signing authority for this organization, I certify that the information included in this application is accurate and represents the positions that can be counted toward adult to child ratios under the Child Care and Early Years Act (CCEYA) as of December 31, 2015.

Name of Signing Authority: Laurie Witherspoon
 Title: Treasurer
 Date: 31-Mar-16

Please click and select:

YES

(To be completed by DSSAB only)

APPROVAL

The child care centre / agency is approved for the following:

# of FTE	Salary	Benefit	Supplemental Grant	Total
1.42	3986.97	697.72	213.41	4898.11

APPLICATION DEADLINE IS MARCH 31, 2016 - ANY APPLICATIONS RECEIVED AFTER THIS DATE WILL NOT BE ELIGIBLE FOR FUNDING IN 2016

Date of Decision: July 18, 2016

Last Day for Appeal: August 8, 2016

NOTICE OF DECISION

pursuant to Section 45(10) of the Planning Act

TAKE NOTICE THAT at its meeting held July 18, 2016, the Fort Frances Committee of Adjustment considered and made decisions on the minor variance applications as set out below:

Application	Property	Application Purpose	Decision
A2/2016	850 Kings Highway	- Minor Variance from section 4.10.2(c) of Zoning by-Law #3/14 to reduce the interior side yard setback from 6m to 3.5m and section 3.20(g) to reduce the buffer width from 3m to 1.5m to facilitate the redevelopment of the lot	Approved
C1/2014	1411 Col. Rd. W.	- Application for a temporary use By-Law to construct a garden suite.	Approved
B1/2016	Roll: 59-12-010-001-10725 Resolute Forest Products	- Consent for severance and re-conveyance of a part of Block 2 Plan M 149 that the effluent line traverses	Approved with Conditions
B2/2016	Roll 59-12-010-001-10700 Resolute Forest Products	- Consent to amend an existing easement on the subject property to add the need to maintain vehicular and equipment access to maintain overhead power lines and equipment.	Approved with Conditions
B3/2016	Roll 59-12-010-001-10700 Resolute Forest Products	- Consent to amend an existing easement on the subject property to extend the easement area to allow for vehicular and equipment access to maintain canal walls and equipment.	Approved with Conditions
B4/2016	Roll 59-12-010-001-10700 Resolute Forest Products	- Consent to grant an easement on the subject property to allow for vehicular and equipment access to maintain canal gates and equipment.	Approved with Conditions

A certified copy of the Decisions on the above applications are attached and provides the reasons for the decision made and includes conditions, if any, imposed.

FURTHER TAKE NOTICE THAT decisions made and/or conditions imposed by the Committee of Adjustment may be appealed to the Ontario Municipal Board. The Planning Act, at Section 45(12) to 45(14) provides that a decision of the Committee becomes final and binding unless an appeal is filed within twenty (20) days of the making of the decision. Additional information can be obtained by contacting the Office of the Municipal Planner or accessing the government website at www.omb.gov.on.ca.

The last day for appealing this decision is noted above. To appeal the decision and/or conditions to the Ontario Municipal Board, send a letter outlining the reasons for the appeal together with the appeal fee of \$125.00 for each application appealed, payable by cheque payable to the Ontario Minister of Finance to:

Town of Fort Frances
320 Portage Avenue
Fort Frances, On
P9A 3P9

Dated this 25th of July 2016.



Travis Rob, EIT
Committee Secretary-Treasurer
Telephone: (807) 274-5323 (ex. 1216)



TOWN OF FORT FRANCES
 320 Portage Avenue, Fort Frances, On P9A 3P9
COMMITTEE OF ADJUSTMENT DECISION

File No.

A2 /2016

Subject Property 850 Kings Highway	Zoning Code E	Property Roll No. 010-004-00800
IN THE MATTER OF Section 45 of The Planning Act for Minor Variance from the Zoning By-Law #3/14, and an application for <input checked="" type="checkbox"/> minor variance to or <input type="checkbox"/> special permission		
This is an application for relief from: <ol style="list-style-type: none"> 1. Section 4.10.2 (c) Reduction in the required interior side yard setback from 6m To 3.5m 2. Section 3.20 (g) reduction in the required width of the buffer strip from 3m to 1.5m 		

DECISION: The Application is <input type="checkbox"/> Denied or <input checked="" type="checkbox"/> Approved
Subject to the following Conditions: <ol style="list-style-type: none"> 1. _____ <div style="text-align: right; margin-top: 10px;">attached <input type="checkbox"/></div>
Reasons for Committee's Decision: <ol style="list-style-type: none"> 1. The narrow nature of the lot makes development difficult. 2. Reductions are minor in nature

Members concurring in Decision made July 18, 2016:

Viktor Nowak
 Viktor Nowak

Cindy Mason
 Cindy Mason

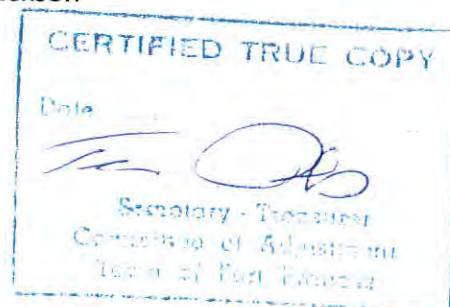
Charleen Mallory
 Charleen Mallory

 Vacant

Irene Laing
 Irene Laing

ABSENT
 Gary Rogozinski

Barry Jackson
 Barry Jackson



NOTE – A variance is not valid unless any conditions imposed have been satisfied.

Date :

Secretary - Treasurer
Committee of Adjustment
Town of Fort Frances

TOWN OF FORT FRANCES

320 Portage Avenue, Fort Frances, On P9A 3P9

COMMITTEE OF ADJUSTMENT DECISION

File No.

B1 / 2016

IN THE MATTER of Resolute Forest Products;

AND IN THE MATTER OF an application under Section 53 of the Planning Act, R.S.O. as amended by H2O Power Fort Frances Inc. for Consent whereby a 0.069 Ha portion of the subject property will be severed and transferred to Resolute Forest Products for right and proper access to the effluent pipeline on subject lands.

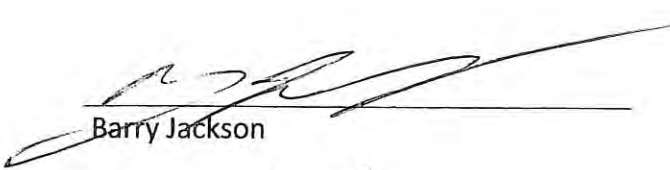
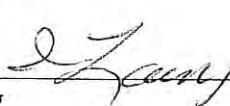


We, the undersigned members of the Town of Fort Frances Committee of Adjustment, have evaluated the noted application, having regard for the matters that are to be regarded under subsection 50(4) of the Planning Act, 1983 and, having considered whether a plan of subdivision of the land is necessary for the property and orderly development of the municipality in accordance with section 49 of the said Act, hereby

☒ Grant Provisional Approval, subject to the following conditions

1. **REFERENCE PLAN** – That the Municipal Planner be provided with a deposited reference plan bearing the seal of the Land Registrar depicting the severed pieces as parts thereon or a Letter of Exemption from the Land Registrar or proper legal description endorsed by evidence of approval of the Land Registrar.
2. **LEGAL DESCRIPTION** - That the Municipal Planner be provided with the legal description of the severed property for the issuance of the Certificate of Official.

OR

☐ Refuse to Grant provisional approval for the following reasons: _____

DATED this 18th day of July 2016
Barry Jackson
Irene Laing
Charleen Mallory
Viktor Nowak
Gary Rogozinski
Cindy Mason

Certification of Decision:

Date _____

TOWN OF FORT FRANCES
320 Portage Avenue, Fort Frances, On P9A 3P9
COMMITTEE OF ADJUSTMENT DECISION

File No.

B2/ 2016

Secretary - Treasurer
Committee of Adjustment
Town of Fort Frances

IN THE MATTER of Resolute Forest Products;

AND IN THE MATTER OF an application under Section 53 of the Planning Act, R.S.O. as amended by Resolute Forest Products Canada Inc. for Consent whereby an easement for access to the existing hydro transmission lines, towers, and service roads on the subject property will be granted for the benefit of H2O Power Fort Frances Inc.

We, the undersigned members of the Town of Fort Frances Committee of Adjustment, have evaluated the noted application, having regard for the matters that are to be regarded under subsection 50(4) of the Planning Act, 1983 and, having considered whether a plan of subdivision of the land is necessary for the property and orderly development of the municipality in accordance with section 49 of the said Act, hereby


☒ Grant Provisional Approval, subject to the following conditions


1. **REFERENCE PLAN** – That the Municipal Planner be provided with a deposited reference plan bearing the seal of the Land Registrar depicting the severed pieces as parts thereon or a Letter of Exemption from the Land Registrar or proper legal description endorsed by evidence of approval of the Land Registrar.
2. **LEGAL DESCRIPTION** - That the Municipal Planner be provided with the legal description of the severed property for the issuance of the Certificate of Official.

OR

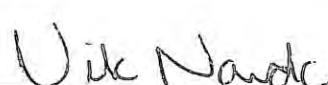
☐ Refuse to Grant provisional approval for the following reasons: _____


DATED this 18th day of July 2016


Barry Jackson


Irene Laing

Charleen Mallory


Viktor Nowak


Gary Rogozinski


Cindy Mason

Certification of Decision:

Date _____

Secretary - Treasurer
Committee of Adjustment
Town of Fort Frances

TOWN OF FORT FRANCES

320 Portage Avenue, Fort Frances, On P9A 3P9

COMMITTEE OF ADJUSTMENT DECISION

File No.

B3/ 2016

IN THE MATTER of Resolute Forest Products;

AND IN THE MATTER OF an application under Section 53 of the Planning Act, R.S.O. as amended by Resolute Forest Products Canada Inc. for Consent whereby an easement for vehicle and pedestrian access to permit the maintenance of the existing canal walls on the subject property will be granted for the benefit of H2O Power Fort Frances Inc.

We, the undersigned members of the Town of Fort Frances Committee of Adjustment, have evaluated the noted application, having regard for the matters that are to be regarded under subsection 50(4) of the Planning Act, 1983 and, having considered whether a plan of subdivision of the land is necessary for the property and orderly development of the municipality in accordance with section 49 of the said Act, hereby

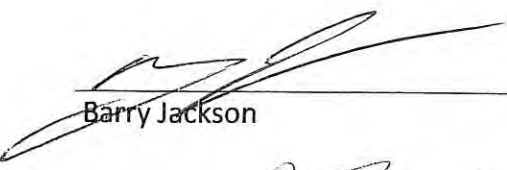
☒ Grant Provisional Approval, subject to the following conditions

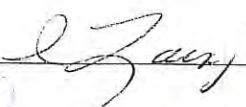
1. **REFERENCE PLAN** – That the Municipal Planner be provided with a deposited reference plan bearing the seal of the Land Registrar depicting the severed pieces as parts thereon or a Letter of Exemption from the Land Registrar or proper legal description endorsed by evidence of approval of the Land Registrar.
2. **LEGAL DESCRIPTION** - That the Municipal Planner be provided with the legal description of the severed property for the issuance of the Certificate of Official.

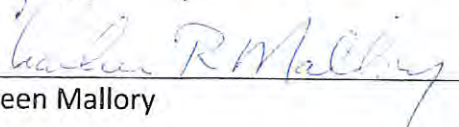
OR


☐ Refuse to Grant provisional approval for the following reasons: _____

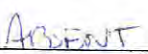
DATED this 18th day of July 2016



Barry Jackson


Irene Laing



Charleen Mallory


Viktor Nowak


Gary Rogozinski


Cindy Mason

Certification of Decision:

Date _____

 Secretary Treasurer
 Committee of Adjustment
 Town of Fort Frances

TOWN OF FORT FRANCES
 320 Portage Avenue, Fort Frances, On P9A 3P9
COMMITTEE OF ADJUSTMENT DECISION

File No.
B4/ 2016

IN THE MATTER of Resolute Forest Products;

AND IN THE MATTER OF an application under Section 53 of the Planning Act, R.S.O. as amended by Resolute Forest Products Canada Inc. for Consent whereby an easement for vehicle and pedestrian access to permit the maintenance of the existing sluice gates on the subject property will be granted for the benefit of H2O Power Fort Frances Inc.

We, the undersigned members of the Town of Fort Frances Committee of Adjustment, have evaluated the noted application, having regard for the matters that are to be regarded under subsection 50(4) of the Planning Act, 1983 and, having considered whether a plan of subdivision of the land is necessary for the property and orderly development of the municipality in accordance with section 49 of the said Act, hereby

☒ Grant Provisional Approval, subject to the following conditions

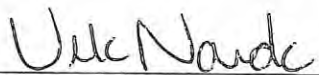
1. **REFERENCE PLAN** – That the Municipal Planner be provided with a deposited reference plan bearing the seal of the Land Registrar depicting the severed pieces as parts thereon or a Letter of Exemption from the Land Registrar or proper legal description endorsed by evidence of approval of the Land Registrar.
2. **LEGAL DESCRIPTION** - That the Municipal Planner be provided with the legal description of the severed property for the issuance of the Certificate of Official.

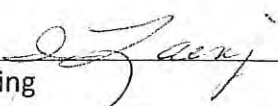
OR

☐ Refuse to Grant provisional approval for the following reasons: _____

DATED this 18th day of July 2016


 Barry Jackson


 Viktor Nowak


 Irene Laing


 Gary Rogozinski


 Charleen Mallory


 Cindy Mason

Certification of Decision:

Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:06-01-2016 - 06-30-2016

Municipality		Fort Frances							
Permit RollNo	Applicant	Contractors	Property Address	Work Description	Units / Area	Value			
2016036		Dave Broman	566 RIVERVIEW DR	Construct a new single detached dwelling	1	\$240,000.00			
59-12-010-002-02200-0000	FORT FRANCES ON	1601 25th Ave West P9A 2V3	Legal Description: PSM119 LOT 27 TO 28 W PT LOT;29 PT LANE & 48R3458 PTS 3-5;PCLS 28-1, 27-1, STR-9	Stat's Canada Codes Building: 110 Work: 01					
2016020			525 KINGS HIGHWAY	Interior and exterior renovations to update the look to Tim Hortons Standards, replace existing signs		\$300,000.00			
59-12-010-002-11800-0000	Richmond BC		Legal Description: PLAN SM119 PT LOTS 36 TO 38;PT MAPLE AVE RIVER RANGE RP;48R3905 PARTS 1 TO 6	Stat's Canada Codes Building: 540 Work: 03	1				
2016043	Jamie Davis	Jamie Davis	1212 OLDE SHAMBLES RD	Install sewage collection tank, pump, alarm and associated piping.		\$5,000.00			
59-12-010-005-02410-0000			Legal Description: PLAN SM327 LOT 7 PT PCL;22758	Stat's Canada Codes Building: 110 Work: 03	1				
2016029		GARY DUBBIN Alberton	1601 COLONIZATION RD W	Construct a new 40 x 28 accessory use building		\$35,000.00			
59-12-010-005-08905-0000	FORT FRANCES ON		Legal Description: PT LOT 47 RIV RGE PCL 26116	Stat's Canada Codes Building: 450 Work: 01	1 103.7				

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:06-01-2016 - 06-30-2016

2016042	1716 LYNDY PL N		1716 LYNDY PLACE N	Construct a new 20 x 22 accessory use building			\$13,000.00
59-12-010-006-14335-0000	FORT FRANCES ON		Legal Description: PLAN 48M354 LOT 35 PCL 35-1	Stat's Canada Codes Building: 450 Work: 01	1	40.88	
2016039	Randy Ball	Randy Ball Fort Frances	222 FIFTH ST W	Construct a 12 x 20 deck addition to the rear of the house and renovate the existing sun room.			\$5,000.00
59-12-010-007-02405-0000	Fort Frances	ontario	Legal Description: PLAN M74 BLK 11 LOT 24 PCL 11-24-2	Stat's Canada Codes Building: 110 Work: 03	1	38.65	
2016037	JOHN DEGAGNE	JOHN DEGAGNE 650 Fifth Street West	150 SIXTH ST E	Construct a new 22 x 36 accessory use building			\$18,000.00
59-12-010-007-07100-0000	Fort Frances	Ontario	Legal Description: PSM139 PT BLK 8 PCL BLK 8-2;SEC SM 139	Stat's Canada Codes Building: 450 Work: 01	1	73.579	
2016045	208 ARMITT AVE		208 ARMITT AVE	Construct a new 8 x 16 shed at the rear of the property			\$950.00
59-12-020-001-11300-0000	FORT FRANCES ON ONTARIO		Legal Description: PLAN SM63 LOT 4 PCL 8001	Stat's Canada Codes Building: 0 Work: 01	1	11.89	
2016038	600 Armit Ave		600 ARMITT AVE	Construct a new 6 x 13 deck at the front of the house to replace the existing stair			\$3,000.00
59-12-020-005-02300-0000	Fort Frances	Ontario	Legal Description: FORT FRANCES PLAN M73 BLK 2 LOT 6 PCL BLK 2-5-1	Stat's Canada Codes Building: 0 Work: 01	1	7.246	
2016031	918 SMITH AVE	GARY DUBBIN Alberton	918 SMITH AVE	Construct a new Single detached dwelling			\$365,000.00
59-12-020-005-07700-0000	FORT FRANCES ON Ontario		Legal Description: PLAN SM60 LOT 9 & PT LANE;PCL 9-1	Stat's Canada Codes Building: 110 Work: 01			

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:06-01-2016 - 06-30-2016

2016032	1578289 ONTARIO LTD	1578289 ONTARIO LTD	260 FIRST ST E	281 Second Street - Convert vacant space into office	\$50,000.00
59-12-020-008-00600-0000	RMB 3 RR 1 FORT FRANCES ON P9A 3M2		Legal Description: PLAN SM61 LOT 19 TO 42 PLAN;M68 BLK 2 LOTS 5 6 E30FT 4 & 7 PLAN SM77 BLKS A & B PCL;20033	Stat's Canada Codes Building: 520 Work: 01	
2016035	617 NELSON ST	FORT FRANCES P9A 3M2	617 NELSON ST	Demolish and remove from site existing 9 x 16 addition at the rear of the structure and construct a new 16 x 23 addition at the rear of the building	\$30,000.00
59-12-030-001-01200-0000					
	FORT FRANCES ON	FORT FRANCES P9A 1B6	Legal Description: PLAN ALB W30FT LOT 151 E1/2;LOT 150 PCL 2562 10673	Stat's Canada Codes Building: 110 Work: 02	1
2016046	628 SECOND STREET EAST		628 SECOND ST E	Construct a new 12 x 16 unattached deck to the rear of the building	\$2,000.00
59-12-030-003-00500-0000					
	FORT FRANCES ONTARIO	FORT FRANCES P9A 1B6	Legal Description: PLAN M94 LOTS 12 & 13 PCL;12-2	Stat's Canada Codes Building: 0 Work: 02	1
2016041	908 CROWE AVE	BROCK HERBERT	908 CROWE AVE	Construct a new 10 x 16 addition to the existing single detached dwelling	\$24,800.00
59-12-030-003-06600-0000					
	FORT FRANCES ON	Bay City Contracting	Legal Description: PLAN SM 69 LOTS 20,21 & E 7;CROWE AVE PART 1 48R2593 PCL;10835 & 24897	Stat's Canada Codes Building: 110 Work: 02	1
2016050	922 PHAIR AVENUE		922 PHAIR AVE	REPLACE THE EXISTING SEWER AND WATER SERVICES AND DAMP PROOF THE EXISTING BASEMENT	\$4,000.00
59-12-030-003-12100-0000					
	FORT FRANCES ONTARIO		Legal Description: PLAN SM159 LOT 23 PCL 23-1;SEC SM159	Stat's Canada Codes Building: 110 Work: 03	1
2016033	810 FOURTH ST E		810 FOURTH ST E	Construct an 18 x 18 addition to the existing garage	\$9,000.00
59-12-030-004-08100-0000					
	FORT FRANCES ON	FORT FRANCES P9A 1B6	Legal Description: MCRVINE PT LOT 24 AND PT;LOT 23 RP RR190 PART 27 PCL;18782	Stat's Canada Codes Building: 450 Work: 02	1

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:06-01-2016 - 06-30-2016

2016047	1006 PATCIN AVE	RYAN MASON	1006 PATCIN AVE	Construct a new 8 x 20 covered porch addition to the front of the house		\$9,000.00
59-12-030-004-09824-0000	FORT FRANCES ON	FORT FRANCES ON08 THIRD ST E	Legal Description: PLAN SM 322 LOT 4 PCL 4-1	Stat's Canada Codes Building: 110 Work: 02	1 14.86	
2016040	1108 THIRD ST E		1108 THIRD ST E	Strap and clad existing roof with metal roofing		\$1,000.00
59-12-030-007-05700-0000	FORT FRANCES ON	FORT FRANCES ON08 THIRD ST E	Legal Description: PLAN SM50 LOT 127 PCL 127-1	Stat's Canada Codes Building: 110 Work: 03	1	
Sum	Summary (18 detail records)				16	\$1,114,750.00
Grand Total	Summary (18 detail records)				16	\$1,114,750.00

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

		Actuals to Date	2016 Draft Budget	Variance
CORPORATE				
050	Municipal Tax Levy (Interim Tax Levy)	(10,607,431.85)	(10,617,884.00)	(10,452.15)
051	Education Tax Levy	(1,735,582.00)	(1,731,821.00)	3,761.00
052	Supp/Omit Municipal Tax Levy	(27,662.39)		27,662.39
053	Supp/Omit Education Tax Levy	(7,196.86)		7,196.86
056	W/O Municipal	13,722.29	254,755.00	241,032.71
057	W/O Education	7,750.48	24,980.00	17,229.52
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	131,896.59	717,598.00	585,701.41
112	Contribution to Reserves & Reserve Funds		1,375,000.00	1,375,000.00
113	Long Term Debt	307,954.78	640,120.00	332,165.22
115	Election		-	-
161	Riverside Health Care/Dr Recruitment	68,000.00	69,000.00	1,000.00
161	Clinic Financing Interest		8,500.00	8,500.00
162	RR DSSAB	822,369.83	1,878,859.00	1,056,489.17
163	Rainycrest	30,313.92	60,628.00	30,314.08
164	Northwestern Health Unit	184,406.70	368,814.00	184,407.30
820	Economic Development	13,572.88	166,435.00	152,862.12
821	Travel Information Centre	9,050.35	10,770.00	1,719.65
830	Solar Panel Project	(5,513.98)	(25,270.00)	(19,756.02)
991	English Public School Board	717,285.88	1,413,758.00	696,472.12
992	English Separate School Board	146,223.69	288,281.00	142,057.31
993	French Public School Board	689.46	1,379.00	689.54
994	French Separate School Board	1,711.55	3,423.00	1,711.45
Total Corporate		(11,416,254.48)	(9,051,026.00)	2,365,228.48
ADMINISTRATION AND FINANCE				
070	Other Unassigned Revenue	(225,642.11)	(321,500.00)	(95,857.89)
120	Administration	121,439.41	297,065.00	175,625.59
121	Admin Vehicle	1,818.47	5,608.00	3,789.53
122	Municipal Buildings	7,101.87	30,005.00	22,903.13
125	HR Department	105,709.44	95,000.00	(10,709.44)
130	Clerk	87,904.11	172,189.00	84,284.89
140	Treasury	240,494.35	387,734.00	147,239.65
910	PUC Administration	36,888.28	95,170.00	58,281.72
Total Administration and Finance		375,713.82	761,271.00	385,557.18
EMERGENCY SERVICES				
211	Emergency Services	386,621.58	915,913.00	529,291.42
227	Emergency Measures	5,906.69	19,849.00	13,942.31
228	911 Service	11,730.77	13,800.00	2,069.23
231	Police Revenue	(17,395.41)	(24,000.00)	(6,604.59)
232	Police Services Board	9,767.07	21,350.00	11,582.93
233	Police Administration	1,164,938.65	2,332,588.00	1,167,649.35
Total Emergency Services		1,561,569.35	3,279,500.00	1,717,930.65

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

		Actuals to Date	2016 Draft Budget	Variance
COMMUNITY SERVICES				
622	Sister Kennedy Centre	33,725.46	34,600.00	874.54
641	Fort Frances Children's Complex	59,089.72	6,045.00	(53,044.72)
643	Best Start Hub/Resource Centre	(12,419.14)	668.00	13,087.14
644	Day Care Resource Teacher	1,048.02	833.00	(215.02)
653	Handi-Transit System	55,695.74	90,302.00	34,606.26
713	Townshend Theatre	(6,864.39)	-	6,864.39
722	Recreation Facilities	313,257.47	627,806.00	314,548.53
725	Recreation Programs	24,299.08	111,079.00	86,779.92
732	Community Services	58,518.42	132,683.00	74,164.58
740	Sunny Cove Camp	7,692.33	14,327.00	6,634.67
781	Fort Frances Public Library	239,674.85	493,191.00	253,516.15
784	Library School Co-op Fund	(27,702.19)		27,702.19
791	Museum	77,161.22	146,810.00	69,648.78
817	Waterfront Development/Marina	(5,985.85)	47,739.00	53,724.85
Total Community Services		817,190.74	1,706,083.00	888,892.26
OPERATIONS AND FACILITIES				
310	PW Administration	(97,520.83)	(102,217.00)	(4,696.17)
311	PW Buildings & Yards	67,635.82	118,672.00	51,036.18
313	Municipal Roads	507,741.93	1,284,156.00	776,414.07
318	Public Parking Lots	11,021.23	15,980.00	4,958.77
320	Sidewalks	54,542.14	107,954.00	53,411.86
330	Private Works Charges	4,280.78	32,668.00	28,387.22
331	Private Crossing Charges	2,091.74	18,367.00	16,275.26
333	PW Vehicles	81,530.50	219,790.00	138,259.50
334	PW Equipment	99,750.32	248,329.00	148,578.68
344	PW Stores	41,407.15	63,236.00	21,828.85
345	Traffic Signal Maintenance	3,319.56	7,779.00	4,459.44
346	Streetlight Maintenance	26,110.87	53,317.00	27,206.13
350	Garbage Collection	(31,552.74)	(167,172.00)	(135,619.26)
351	Recycling Services	83,761.93	192,448.00	108,686.07
352	Sanitary Landfill	(50,774.72)	(25,276.00)	25,498.72
360	Engineering	15,377.15	27,904.00	12,526.85
390	Airport	6,647.97	(29,762.00)	(36,409.97)
391	Airport Building Maintenance	21,378.90	45,295.00	23,916.10
393	Airport Grounds Maintenance	23,995.23	63,670.00	39,674.77
580	Parks & Cemeteries Admin.	71,636.05	196,473.00	124,836.95
582	Fort Frances Cemetery	17,931.19	89,281.00	71,349.81
583	Riverview Cemetery	64,041.06	172,375.00	108,333.94
584	Point Park	(2,053.85)	29,188.00	31,241.85
585	Parks - Outdoor Facilities	119,042.33	230,684.00	111,641.67
586	Lions Millennium Park	962.35	12,196.00	11,233.65
Total Operations and Facilities		1,142,304.06	2,905,335.00	1,763,030.94

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

		Actuals to Date	2016 Draft Budget	Variance
PLANNING AND DEVELOPMENT				
150	Civic Centre	37,286.92	78,394.00	41,107.08
271	By-Law Enforcement	66,519.29	142,572.00	76,052.71
272	Animal Shelter	2,862.54	10,144.00	7,281.46
275	Fight the Blight Campaign	31,222.39		
813	Building Official	40,920.81	59,104.00	18,183.19
815	Planning & Zoning	43,165.43	108,623.00	65,457.57
	Total Planning and Development	221,977.38	398,837.00	208,082.01
	Sub-Total General Fund (Operating)	(7,297,499.13)	-	7,328,721.52
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	(7,297,499.13)	-	7,328,721.52
	TOTAL BUDGET - Revenue	(16,292,197.53)	(21,604,520.00)	(5,312,322.47)
	TOTAL BUDGET - Expenditures	8,994,698.40	21,604,520.00	12,609,821.60
		(7,297,499.13)	0.00	7,297,499.13

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

WATER		Actuals to Date	Draft 2016 Budget	Variance
961	Waterworks Administration	(531,739.68)	(669,471.00)	(137,731.32)
965	Water Treatment Plant	234,153.27	539,114.00	304,960.73
966	Water Storage Facility	15,090.43	130,357.00	115,266.57
		(282,495.98)	0.00	282,495.98
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		(282,495.98)	0.00	282,495.98

SEWER		Actual to Date	Draft 2016 Budget	Variance
410	Sanitary Sewer Administration	(513,567.43)	(748,247.00)	(234,679.57)
413	Sewage Treatment Plant	345,671.78	748,247.00	402,575.22
		(167,895.65)	0.00	167,895.65
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		(167,895.65)	0.00	167,895.65

Town of Fort Frances
Capital Fund Budget vs Actual
as at June 30, 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	8,546.84	25,000.00	16,453.16
	Total Revenue	-	(110,000.00)	(110,000.00)
	Total Expenditures	13,570.43	110,000.00	96,429.57
	TOTAL ADMINISTRATION	13,570.43	-	(13,570.43)
Honeywell Project				
C-105-0490-0490	OPA/FFPC Grants			-
C-105-0490-0589	Expense Recoveries	(40.00)		40.00
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	(40.00)	(17,855.00)	(17,815.00)
	Total Expenditures	-	17,855.00	17,855.00
	TOTAL CIVIC CENTRE	(40.00)	-	40.00
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	(124,205.50)	(175,606.00)	(51,400.50)
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	8,390.13	10,000.00	1,609.87
C-310-9127-1471	PW Renovations	30,800.88	27,405.00	(3,395.88)
C-310-9300-1471	PW Garage Hoist		25,000.00	25,000.00
<u>Roads</u>				

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

		Actual to Date	2016 Budget	Variance
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)	59,813.88	753,847.00	694,033.12
C-313-9272-1523	Nelson Street - Storm Sewer	44,359.93	120,031.00	75,671.07
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	200,995.25	2,062,859.00	1,861,863.75
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	12,240.06	104,036.00	91,795.94
C-320-9272-1523	Sidewalks - Nelson St	7,929.95		(7,929.95)
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	3,795.38	8,000.00	4,204.62
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 & Distributed Salary/Ben/Equip	1,407.54	13,255.00	11,847.46
	<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	(2,935.78)		2,935.78
C-580-9105-1471	Small Equipment Replacement	2,256.68	5,000.00	2,743.32
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	9,158.42	12,944.00	3,785.58
C-586-0430-0632	Lion`S Park Contracted Works			
	Total Revenue	(127,141.28)	(4,749,834.00)	(4,622,692.72)
	Total Expenditures	857,297.55	4,749,834.00	3,892,536.45
	TOTAL PUBLIC WORKS	730,156.27	-	(730,156.27)
	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			-

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

		Actual to Date	2016 Budget	Variance
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	-	-	-
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-720-0490-0412	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	23,944.38	24,000.00	55.62
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	2,774.47	3,000.00	225.53
C-725-9624-1495	Treadmill	6,759.00	7,000.00	241.00
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	49,110.70	366,400.00	317,289.30
	TOTAL MSC	(87,689.30)	-	87,689.30
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-781-9210-1527	Tech Equipment Contracted Services	2,770.67		(2,770.67)
C-781-9220-1471	Surveillance Upgrade		5,000.00	5,000.00
	Total Revenue	-	(30,000.00)	(30,000.00)
	Total Expenditures	10,418.93	30,000.00	19,581.07

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

	Actual to Date	2016 Budget	Variance
TOTAL LIBRARY	10,418.93	-	(10,418.93)
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			-
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	52,250.01	1,558,057.00	1,505,806.99
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	225.23	10,000.00	9,774.77
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	57,439.15	1,952,347.00	1,894,907.85
TOTAL PLANNING & DEVELOPMENT	(139,167.54)	-	139,167.54
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	1,522.26	12,000.00	10,477.74
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)	89,326.41	435,188.00	345,861.59
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	4,809.56	85,863.00	81,053.44
Total Revenue	-	(622,841.00)	(622,841.00)
Total Expenditures	96,383.41	622,841.00	526,457.59
TOTAL SANITARY SEWER	96,383.41	-	(96,383.41)
SEWAGE TREATMENT PLANT			
C-413-0490-0412 Provincial Grant	1.00		(1.00)

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

	Actual to Date	2016 Budget	Variance
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	13,951.07	120,000.00	106,048.93
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	572,579.34	2,583,883.00	2,011,303.66
Total Revenue	1.00	(2,770,139.00)	(2,770,140.00)
Total Expenditures	590,066.58	2,770,139.00	2,180,072.42
TOTAL STP	590,067.58	-	(590,067.58)
WATERWORKS ADMINISTRATION			
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	70,622.96	100,000.00	29,377.04
C-961-9236-1523 8th Street York to East Contracted Works	42.49		(42.49)
C-961-9238-1523 Design for Infrastructure Renewal Project for 2017		37,500.00	37,500.00
C-961-9271-1523 Phair Ave from 3rd - 6th Streets (395 meters Sanitary Main)	71,640.05	497,124.00	425,483.95
C-961-9272-1523 Nelson Street - Butler to Shevlin	182.61		(182.61)
C-961-9273-1523 King's Hwy Wright to York	1,129.03		(1,129.03)
C-961-9277-1523 Colonization Road East from Scott to North of 5th Street	219,377.23	646,896.00	427,518.77
Total Revenue	-	(1,298,100.00)	(1,298,100.00)
Total Expenditures	363,279.13	1,298,100.00	934,820.87
TOTAL WATERWORKS ADMIN	363,279.13	-	(363,279.13)
WATER TREATMENT PLANT			
C-965-0490-0954 Contribution from Revenue Fund		(60,000.00)	(60,000.00)
C-965-9105-1471 Misc. Small Capital	13,100.78	60,000.00	46,899.22
Total Revenue	-	(60,000.00)	(60,000.00)
Total Expenditures	13,100.78	60,000.00	46,899.22
TOTAL WTP	13,100.78	-	(13,100.78)
TOTAL REVENUE	(479,692.10)	(12,164,941.00)	(11,685,248.90)
TOTAL EXPENDITURES	2,060,958.46	12,164,941.00	10,103,982.54
TOTAL CAPITAL	1,581,266.36	-	(1,581,266.36)

2016 RESERVE FUNDS

Account Name	G/L Account #	Balance as at Dec 31/15	Line %	Interest Earned 1st Quarter	Subtotal 1st Quarter	Line %	Interest Earned 2nd Quarter	Subtotal 2nd Quarter
Handi-Transit MTO Gas Tax	R-L60-0809-0000	49,948.92	0.366%	236.39	50,185.31	0.366%	210.30	50,395.61
Children's Complex Projects	R-L60-0811-0000	114,171.39	0.837%	540.33	114,711.72	0.837%	480.69	115,192.41
Daycare/Toy Library Donations	R-L60-0812-0000	2,615.94	0.019%	12.38	2,628.32	0.019%	11.01	2,639.33
Parks & Cemeteries Projects	R-L60-0823-0000	45,639.63	0.335%	216.00	45,855.63	0.335%	192.16	46,047.79
Public Library & Technology Centre	R-L60-0827-0000	220,872.96	1.620%	1,045.31	221,918.27	1.620%	929.94	222,848.21
Sister Kennedy Centre Projects	R-L60-0832-0000	20,811.85	0.153%	98.50	20,910.35	0.153%	87.62	20,997.97
Post Landfill Closure	R-L60-0851-0000	479,511.11	3.517%	2,269.35	481,780.46	3.517%	2,018.87	483,799.33
Waterworks & Sanitary Sewer	R-L60-0860-0000	6,369,407.04	46.719%	30,144.12	6,399,551.16	46.719%	26,816.96	6,426,368.12
Watermeter Replacement	R-L60-0870-0000	56,304.24	0.413%	266.47	56,570.71	0.413%	237.06	56,807.77
Townshend Theatre	R-L60-0871-0000	91,420.38	0.671%	432.66	91,853.04	0.671%	384.90	92,237.94
Corporate Vehicles/Equipment	R-L60-0874-0000	1,334,121.43	9.786%	6,313.92	1,340,435.35	9.786%	5,617.02	1,346,052.36
Corporate Building	R-L60-0875-0000	1,075,278.74	7.887%	5,088.91	1,080,367.65	7.887%	4,527.22	1,084,894.87
Corp. Projects Reserve	R-L60-0876-0000	1,947,018.24	14.281%	9,214.54	1,956,232.78	14.281%	8,197.48	1,964,430.26
Corporate Contingency	R-L60-0877-0000	1,147,484.43	8.417%	5,430.63	1,152,915.06	8.417%	4,831.23	1,157,746.29
Federal Gas Tax Reserve	R-L60-0878-0000	441,363.94	3.237%	2,088.82	443,452.76	3.237%	1,858.26	445,311.02
Tax Rate Stabilization Reserve	R-L60-0880-0000	237,500.17	1.742%	1,123.99	238,624.16	1.742%	999.94	239,624.10
		13,633,470.41	100.00%	64,522.32	13,697,992.73	100.00%	57,400.66	13,755,393.38
Library Building	R-L61-0828-0000	357,901.56		780.32	358,681.88			358,681.88
		13,991,371.97		65,302.64	14,056,674.61		57,400.66	14,114,075.26

Interest Earned - Jan1/16 - March 31/16	
Reserve Fund Bank Account Int.	545.96
ONE Money Market Investments	3.65
ONE Bond Investments	49,674.02
Reserve Fund B/L 35/96-A Interest	1,408.50
Reserve Fund Solar Panel Int.	1,769.04
Reserve Fund GIC Interest	11,121.15
	64,522.32

Interest Earned - April 1/16 - June 30/16	
Reserve Fund Bank Acct. Int.	719.20
ONE Money Market Investments	3.44
ONE Bond Investments	44,078.61
Reserve Fund Solar Panel Int.	1,478.26
Reserve Fund GIC Interest	11,121.15
	57,400.66

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

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Revenue													
Tax Certificates	\$ 851.20	\$ 608.50	\$ 547.65	1,223.51	1,277.85	1,703.80							\$ 6,212.51
Business Licences	6,043.30	2,429.85	5,248.45	13,909.30	1,978.55	1,050.10							\$ 30,659.55
Lottery Licences	275.93	177.30	2,000.66	287.19	130.58	1,886.71							\$ 4,758.37
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	416.00	416.00							\$ 1,886.00
Marriage Licences	280.00	280.00	700.00	280.00	420.00	1,120.00							\$ 3,080.00
Civil Marriage	327.35	327.35	1,309.40	327.35		327.35							\$ 2,618.80
Certify Copies	0.00	11.30	5.09	5.65		11.50							\$ 33.54
Commissioning Oaths/Affidavits	46.40	23.05	23.20	81.20	69.60	139.10							\$ 382.55
Investment Income	604.77	344.37	911.91	997.43	1,104.95	7,077.55							\$ 11,040.98
Sale of Land	6,055.13	18,000.00	0.00	1,000.00		54,727.80							\$ 79,782.93
Administration Service Charges	28.63	14,937.14	14,568.57	22,312.15	14,790.31	14,897.34							\$ 81,534.14
	\$ 14,576.71	\$ 37,682.86	\$ 25,760.93	\$ 55,483.50	\$ 20,187.84	\$ 83,357.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 237,049.09

Accounts Receivable													
Balance Forward	309,751.09	261,316.22	172,797.21	221,048.23	191,012.18	150,415.09							
Invoices/Debits	66,508.60	124,816.83	189,834.92	161,277.48	151,941.30	123,058.26							
Payments/Credits	-116,695.77	-214,781.75	-142,566.48	-192,131.35	-193,480.35	-154,584.66							
Interest Applied	1,752.30	1,445.91	982.58	817.82	941.96	299.21							\$ 6,239.78
Total Amount Owing	\$ 261,316.22	\$ 172,797.21	\$ 221,048.23	\$ 191,012.18	\$ 150,415.09	\$ 119,187.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,239.78

A/R Invoices Processed													
General/By-Law/Planning/CBO	4	7	10	7	12	15							55
Daycare		79	81	84	84	83							411
Airport		12	18	14	11	16							71
Landfill	28	25	31	37	37	42							200
Public Works	1	3	2	2	4	5							17
Sewer	5	24	13	5	19	7							73
Water	1	13	5	34	6	14							73
Fire Department		13	0	0		1							14
Memorial Sports Centre	24	9	79	5	39	12							168
Fort Frances Power Corp	6	8	7	8	9	12							50
Invoices Issued by Month	69	193	246	196	221	207	0	0	0	0	0	0	1,132

NSF/Returned Payments													
Day Care	0	0	0	0	0	0							0
Memorial Sports Centre	0	0	0	0	0	0							0
Utilities	3	6	3	7	8	16							43
Taxation	0	0	1	1	0	0							2
Other	0	0	1	0	0	0							1

Taxes													
Balance Forward	789,235.47	6,483,623.46	2,813,246.06	\$ 1,095,226.11	\$ 926,189.54	827,260.28							
Tax Billings/Debits	6,090,585.65	13,466.86	13,020.49	378.72	1,666.08	5,983,617.57							
Payments/Credits	(407,218.84)	(3,694,324.78)	(1,743,779.61)	(183,357.63)	(112,853.14)	(50,571.80)							
Interest Applied	11,021.18	10,480.52	12,739.17	13,942.34	12,257.80	11,447.26							71,888.27
Total Amount Owing	\$ 6,483,623.46	\$ 2,813,246.06	\$ 1,095,226.11	\$ 926,189.54	\$ 827,260.28	\$ 6,771,753.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,888.27

Tax Arrears Notices Mailed/Letters	296	181	330	237	214	198							1,456
# of Properties in Arrears 3 years+	58	52	43	38	34	29							
# of Properties in Arrears 3 years+ with no payment plans	35	23	16	14	12	12							
# Tax Sale Registrations	0	0	0	0	0	0							
# Write offs (MOS/357 Applications)	0	0	0	0	0	0							0
Write-off - Municipal Portion													\$0.00
# of Charity Rebates	0	0	0	0	0	2							2
Charity Rebates - Municipal Portion					\$ 12,442.89								\$12,442.89
# Vacancy Rebates	0	0	0	0	0	7							7

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Vacancy Rebates - Municipal Portion			\$	-	\$	13,722.29							\$13,722.29
<u>E.D. Financial Incentive Plan</u>													0
# Of Applications Receiving Rebate	0	0	0	1	0								
Demolition Grant			\$	1,102.40									\$1,102.40
Grant-In-Lieu of Taxes													0.00
<u>Water & Sewer</u>													
Balance Forward	\$ 1,203,619.92	\$ 418,432.79	\$ 322,394.53	601,650.71	324,047.61	571,106.13							
W/S Billings/Debits	233.71	3,230.82	943,628.13	6,241.77	921,283.76	9,129.33							
Payments/Credits	(785,920.26)	(100,844.55)	(664,921.52)	(287,775.04)	(674,717.66)	(100,893.60)							
Interest Applied	499.42	1,575.47	549.57	3,930.17	492.42	3,496.82							10,543.87
Total Amount Owing	<u>\$ 418,432.79</u>	<u>\$ 322,394.53</u>	<u>\$ 601,650.71</u>	<u>\$ 324,047.61</u>	<u>\$ 571,106.13</u>	<u>\$ 482,838.68</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,543.87</u>
Bi-Monthly Water/Sewer Bills Issued	3,346		3,375		3,394		3,426						13,541
Final Billings Issued		19		16		41							76
Late Notices Mailed		469		444		452							1,365
Registered Letters		47		42		49							138
Disconnects		0		0		0							0
Reconnections		0		0		0							0
<u>Provincial Offences</u>													
Fines Paid	\$ 24,352.00	\$ 30,951.00	\$ 31,942.00	\$ 51,152.00	\$ 223,451.00	\$ 38,429.00							\$ 400,277.00
Outstanding Fines (pre & post transfer)	\$ 2,267,997.00	\$ 2,279,710.00	\$ 2,298,074.00	\$ 2,303,996.00	\$2,145,443.00	\$2,159,461.00							
IQOR Collections (pretransfer)	\$	23.18	\$	-									\$ 23.18
IQOR Collections (post-transfer)	\$	547.46	\$	375.42	\$	135.00	\$	332.52					\$ 6,495.80
Total IQOR Collected	<u>\$ -</u>	<u>\$ 570.64</u>	<u>\$ 375.42</u>	<u>\$ 5,105.40</u>	<u>\$ 135.00</u>	<u>\$ 332.52</u>							<u>\$ 6,518.98</u>
Notice of Default - mailed out	73	38	46	49	70	47							323
New Charges Filed	153	264	205	275	315	240							1,452
Court Room Operating Hours	3	6	3	4	4	4							24.0
<u>Charges Disposed (Before or at Trial)</u>													
Failed to Attend - Convicted	38	31	30	75	50	139							363
Plead Guilty	17	21	28	30	42	27							165
Withdrawn	16	0	5	5	14	7							47
Quashed	0	2	1	2	5	2							12
Stayed	0	0	0	0	0	0							0
Dismissed/Acquitted	0	0	0	0	1	0							1
Plead Not Guilty - Convicted	2	2	2	3	6	5							20
Other	0	0	0	0	0	0							0
Total	<u>73</u>	<u>56</u>	<u>66</u>	<u>115</u>	<u>118</u>	<u>180</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>608</u>



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

July 13, 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
June 2016 Monthly Report**

As per the operating agreement, the attached document is the June 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

Aircraft Landings 2016
As of June 30, 2016 Statistics Page 1/2

Month	Bearskin Flights			Bearskin- Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016-2015
January	70	76	79	261	256	311	1	6	0	3	6	5	30	43	41	3	4	2	36	42	67	143	177	194	-34
February	69	67	74	233	241	308	1	2	0	1	7	5	35	36	22	1	3	5	49	40	50	156	155	156	1
March	69	78	82	199	341	346		5	3	17	30	10	34	36	40	3	5	0	55	38	52	178	192	187	-14
1/4 Total	208	221	235	693	838	965	2	13	3	21	43	20	99	115	103	7	12	7	140	120	169	477	524	537	-47
April	81	81	74	288	330	276	7	1	2	8	23	18	47	41	22	3	2	1	40	53	47	186	201	164	-15
May	88	82	81	309	365	308	4	1	6	9	28	24	37	37	23	32	34	30	59	77	76	229	259	240	-30
June	76	80	77	273	322	292	0	11	7	30	36	37	38	31	35	77	74	89	52	96	69	273	328	314	-55
1/2 Total	453	464	467	1563	1855	1841	13	26	18	68	130	99	221	224	183	119	122	127	291	346	361	1165	1312	1255	-147
July		81	75		297	230		8	7		40	35		35	18		83	59		77	59	0	324	253	-324
August		79	71		297	241		4	3		39	37		31	26		73	65		87	57	0	313	259	-313
September		76	73		328	254		0	1		17	22		36	37		44	32		76	65	0	249	230	-249
3/4 Total	453	700	686	1563	2777	2566	13	38	29	68	226	193	221	326	264	119	322	283	291	586	542	1165	2198	1997	-1033
October		83	76		309	309		4	3		20	24		47	42		9	12		51	51	0	214	208	-214
November		68	80		260	286		0	3		9	8		30	28		1	3		38	39	0	146	161	-146
December		68	52		200	203		0	0		4	4		31	25		2	1		34	29	0	139	111	-139
Total	453	919	894	1563	3546	3364	13	42	35	68	259	229	221	434	359	119	334	299	291	709	661	1165	2697	2477	-1532

Fuel Sales Recap - 2016									2015	2014	2013	2012	2011	2010	2009	2008	2007	9 year	Variance 2016-
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	Average	2015-
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	2015 to	per month
January	126	126	7,402	7,402	0	0	7,528	7,528	8,692	11,543	7,216	10,252	7,308	10,971	15,989	29,926	16,283	13,131	-1,164
February	509	635	11,395	18,797	0	0	11,904	19,432	11,231	12,304	6,197	6,918	3,687	5,782	13,135	21,134	11,782	10,241	673
March	342	977	12,913	31,710	0	0	13,255	32,687	17,795	10,508	12,077	9,329	10,390	15,539	9,612	27,435	19,969	14,739	-4,540
April	744	1,721	7,848	39,558	0	0	8,592	41,279	13,219	8,377	4,453	8,251	5,294	24,825	10,676	22,466	28,609	14,019	-4,627
May	1,905	3,626	22,776	62,334	0	0	24,681	65,960	16,161	29,753	18,350	21,891	19,790	25,375	24,033	30,287	47,258	25,878	8,520
June	4,068	7,694	21,947	84,281	0	0	26,015	91,975	45,698	30,789	22,786	23,537	25,723	27,768	22,395	35,995	40,736	30,603	-19,683
July		7,694		84,281		0	0	91,975	28,150	14,441	19,232	32,650	19,124	30,455	24,925	33,390	44,875	27,471	-28,150
August		7,694		84,281		0	0	91,975	36,638	20,450	20,075	30,783	21,467	33,139	28,250	40,177	41,630	30,290	-36,638
September		7,694		84,281		0	0	91,975	24,238	21,837	18,005	19,431	22,511	23,363	18,937	28,822	30,341	23,054	-24,238
October		7,694		84,281		0	0	91,975	8,216	15,472	13,109	11,325	13,677	15,033	21,304	16,631	28,020	15,865	-8,216
November		7,694		84,281		0	0	91,975	11,616	7,238	6,398	8,170	6,785	17,747	10,754	16,951	16,842	11,389	-11,616
December		7,694		84,281		0	0	91,975	7,592	6,849	2,028	8,179	2,446	7,641	7,596	13,083	14,733	7,794	-7,592
Total	7,694		84,281		0		91,975		229,246	189,561	149,926	190,716	158,202	237,638	207,606	316,297	341,078	224,474	-137,271
								Jan to June	112,796	103,274	71,079	80,178	72,192	110,260	95,840	167,243	164,637	108,611	1,138

Lowest month in last 9 years

Highest month in last 9 years

Highest month

lowest month

Average per
monthly

Town of Fort Frances Tonnage

Spreadsheet No. 4 -2015 Forecasted, Actual Usage & Actual
up-dated on January 11, 2016
f/n:2016Jan2016water&sewerdata1

	1	2	3	4	5	6	7	8	9	10	11	12
	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015
	Forecasted	Forecasted	Forecasted revenue	Forecasted revenue	Forecasted revenue	Actual	Actual	Forecasted revenue	Actual	Actual	Actual - Projected	Actual - Projected
	Cubic Meters	% of Usage	based on Usage	based on Budgeted Revenue	% based Budgeted Revenue	Cubic Meters	% of Usage	based on Actual Usage	Revenue	Revenue %	\$ Difference on Actual Usage	\$ Difference on Actual Revenue
Total Actual treated water distributed into the distribution System based on 2014 actuals	1284546					1424850						
Estimated 15% System loss (leaks, Hydrants and flushing)	-192682					-213728						
Total Billed Out treated water	1091864		\$4,863,496.81	\$4,863,496.81		1211123		\$4,863,496.81				
Actual Meter Reading												
Actual Usage ICI Accounts - 289 accounts based on 2013	271630	24.88%	\$1,209,923.25	\$1,089,665.65	22.40%	258547	21.35%	\$1,038,245.52	\$1,018,806.22	21.12%	-\$19,439.30	-\$70,859.43
Actual CFN metered - 2 accounts (in 2014)	117828	10.79%	\$524,842.02	\$596,209.68	12.26%	131140	10.83%	\$526,618.05	\$665,822.62	13.76%	\$139,204.57	\$69,612.94
Non-residential Accounts -5 accounts (in 2011) Treaty 3 police station in 2011	1806	0.17%	\$8,044.48	\$9,138.36	0.19%	2092	0.17%	\$8,400.83	\$11,857.16	0.25%	\$3,456.33	\$2,718.80
Estimated Usage												
Estimated Calculated Non-metered Accounts - 3 accounts using 200 cubic meters per account	600	0.05%	\$2,672.58	\$2,377.44	0.05%	600	0.05%	\$2,409.42	\$2,923.86		\$514.44	\$546.42
Estimated remaining amount is Residential Usage- 3594 accounts (14 church accounts -new in 2010)	700000	64.11%	\$3,118,014.93	\$3,166,105.68	65.10%	818744	67.60%	\$3,287,822.99	\$3,139,083.93	64.88%	-\$148,739.06	-\$27,021.75
		100.00%	\$4,863,497.26	\$4,863,496.81	100.00%		100.00%	\$4,863,496.81	\$4,838,493.79	100.00%	-\$25,003.02	-\$25,003.02
Estimated Residential usage per account per year- (Canadian average is 270 cu. per year)	194.8					227.8						
Estimated Residential usage per account per month	16.23					18.98						
Estimated residential cost per cubic meter of water (2013- \$37.43 per month 2014 - 38.06 per month, 2015 Under scenario No. 4 - \$38.06)	\$2.34					\$2.00						
Calculated Water non-residential customers (1.25 times residential rate) per cubic meter	\$2.93					\$2.51						
Estimated residential cost per cubic meter of wastewater (2013- \$33.03 per month, 2014 - \$ 33.64 per month 2015 under scenario No. 4 - \$35.50)	\$2.19					\$1.77						
Calculated Sewer non-residential customers (1.25 times residential rate) per cubic meter	\$2.73					\$2.22						
New Forecasted Residential Rate (based on 2013 consumption data)	\$4.53	2015 Proposed				\$3.78						
New Forecasted Non-residential Customer Rate	\$5.67	\$5.06				\$4.72						
Actual Rates Used-2015 Proposed	\$5.06					5.06						
Actual to Forecasted	-\$0.61	-\$5.06	\$0.00			\$0.34						