

TOWN OF FORT FRANCES

Administration & Finance Executive Committee

AGENDA - Tuesday, October 18, 2016

MEETING - Committee Room

Session # 39

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|----|---|---------|
| 1 | <u>Call to Order</u> | |
| 2 | <u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u> | |
| 3 | <u>Disclosure of pecuniary interest and the general nature thereof</u> | |
| 4 | <u>Approval of Previous Committee Minutes</u> | |
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11.1 Tuesday, November 8, 2016	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #38

Tuesday, October 4, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on Tuesday, October 4, 2016 at 12:00 p.m.

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

ALSO PRESENT: Doug Brown, CAO, Lisa Slomke, Clerk, Dawn Galusha, Deputy Treasurer, and Laurie Lindberg, Treasurer

REGRETS: None

1. Call to Order

1.1 Councillor Ken Perry called the meeting to order at 12:03 p.m.

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

2.1 Fort Frances Laker's Public Budget Meeting Request

2.2 Mayor Avis NOMA Regional Conference Travel & Per Diem Claims

2.3 Mayor Avis Police Services Board Meeting Travel Expense Claim

3. Disclosure of pecuniary interest and the general nature thereof

3.1 Councillor Paul Ryan declared a conflict of interest on Agenda Item 7.4 Councillor Ryan NOMA Conference Travel & Per Diem Claims as those are his expenses.

3.2 Councillor Wendy Brunetta declared a conflict of interest on Agenda Item 7.6 Councillor Brunetta NOMA Regional Conference Travel & Per Diem Claims as those are her expenses.

3.3 Councillor Ken Perry declared a conflict of interest on Agenda Item 7.5 Councillor Perry NOMA Regional Conference Travel & Per Diem Claims as those are his expenses.

3.4 Mayor Roy Avis declared a conflict of interest on Non-Agenda Items 2.2 Mayor Avis NOMA Regional Conference Travel & Per Diem Claims and Item 2.2 Mayor Avis Police Services Board Meeting Travel Expense Claim as those are his expenses.

4. Approval of Previous Committee Minutes

4.1 The Committee considered the following resolution:
Brunetta/Ryan: That the minutes of the previous meeting held on Tuesday, September 20, 2016 be approved as presented. CARRIED

5. In-Camera

6. Items Referred from Council

6.1 800 Scott Street Water Service Repair Invoice - The Committee recommended to agree with the recommendation of the Operations & Facilities Executive Committee to reduce Mr. Krag's invoice for water service repair at 800 Scott Street in the amount of \$500.00.

- 6.2 When Eagles Fly Program Financial Request - The Committee will defer this request until input is received from the Police Services Board and further that a program budget be requested.

7. New Business

- 7.1 Renewal of Municipal Insurance 2016-2017 - The Committee recommended to renew the Municipal Insurance with Frank Cowan Company for the period November 1, 2016 to November 1, 2017 in the amount of \$186,240 plus applicable taxes.
- 7.2 Boards and Committees Strat Plan Initiative - The Committee recommended to endorse the draft by-law presented and further request that the proposed Boards & Committees By-Law be brought forward at the next meeting of Council for enactment.
- 7.3 Request for Consideration M.O.S. - The Committee recommended to receive the Minutes of Settlement for properties located Williams Ave (RPRR22 Pt Part 8 Parcel 14648) and 1054 Williams Ave in Fort Frances for the 2016 taxation year.
- 7.4 Councillor Ryan NOMA Regional Conference Travel & Per Diem Claim - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$445.00 as submitted by Councillor Paul Ryan for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016.
- 7.5 Councillor Perry NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$555.00 as submitted by Councillor Ken Perry for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016.
- 7.6 Councillor Brunetta NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$555.00 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016.
- 7.7 Expanded Ontario Community Infrastructure Funding - Formula Based Component Agreement - The Committee recommended approval that the Mayor and Clerk be authorized to execute the new expanded OCIF - Formulas based component agreements with the Minister of Agriculture, Food and Rural Affairs.
- 7.8 Council Remuneration Committee Appointment (Discussion) - Mayor Avis and CAO will select and provide committee appointees to the Clerk for the next meeting of Council.
- 7.9 Railway Right of Way - Taxation (Discussion) - Councillor Perry will investigate a draft resolution for Ontario municipalities.

8. Non-agenda Items

- 8.1 Fort Frances Laker's Public Budget Meeting Request - Community Services will investigate reduced rates for non-prime time ice rentals.
- 8.2 Mayor Avis NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$536.60 as submitted by Mayor Roy Avis for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016.

- 8.3 Mayor Avis Police Services Board Meeting Travel Expense Claim - The Committee recommended to approve the Travel Expense claim in the total amount of \$53.65 as submitted by Mayor Roy Avis for his attendance at the Police Services Board Meeting held in Atikokan, Ontario on September 27, 2016.

9. Outstanding Items

- 9.1 Couchiching First Nations Water & Sewer Agreement

10. Information

11. Adjourn / Next Meeting Date

- 11.1 Tuesday, October 18, 2016

Executive Committee Chair

D. Brown, CAO

TO: Administration and Finance Executive Committee
FROM: Dawn Galusha, Deputy Treasurer
DATE: October 13, 2016
SUBJECT: Friends of the Museum Fifth-annual Fall Soirée and Fundraising Gala

BACKGROUND

At the October 11, 2016 Council Meeting, the letter received from Sarah Marusyk, Acting President of the Friends for the Fort Frances Museum was referred to the Administration & Finance Executive Committee for recommendation.

The Friends of the Fort Frances Museum will be hosting its fifth-annual fall soirée and fundraiser gala on Thursday, November 3, 2016 from 6:30 – 9:30 p.m. at the Museum. As indicated in the attached letter, the event will feature live music, auctions, games and socializing. Tickets for this fundraising event are \$30.00 per person in advance or \$35.00 at the door. The theme for this year's gala is Night at the Museum.

The Friends of the Museum is a non-profit group of volunteers who have been working over the past five years to raise funds for extras at the museum that are beyond the operating budget. All monies raised by the Friends of the Museum goes back into the community.

In the past years, Council has authorized the purchase of 10 tickets.

October 3rd, 2016

Dear Mayor Roy Avis & Council,

The Friends of the Fort Frances Museum would appreciate your attendance at its fifth-annual fall soirée and fundraiser gala on Thursday, November 3rd at the Fort Frances Museum & Cultural Centre.

The gala, which will take place from 6:30 pm to 9:30 pm, will be an exciting event featuring live music from the Rainy Lake Orchestra, auctions, games, and socializing with wine, cheese, and hors d'oeuvres.

Tickets cost \$30 in advance and \$35 at the door.

Tickets are available at the Fort Frances Museum & Cultural Centre and From the Grind Up.

They also can be reserved by calling 274-7891 or emailing museumcoordinator@fortfrances.ca.

This year's theme is Night at the Museum. As the museum will be in between exhibits, volunteers will pay homage to the film by creating their own interactive displays. We encourage guests to come dressed as their favourite historical character, but museum patrons with open wallets are also welcome!

Friends of the Museum is a non-profit group of volunteers which has been working over the past five years to raise funds for "extras" at the museum which go beyond its annual operating budget.

Each year, our gala grows in popularity and profit.

We truly appreciated attendance by Council and Town staff at our event last fall, and urge you to attend our fall soirée again on November 3rd.

Sincerely,

Sarah Marusyk

A/President,

Friends of the Fort Frances Museum

TO: Administration and Finance Executive Committee
FROM: Dawn Galusha, Deputy Treasurer
DATE: October 13, 2016
SUBJECT: Royal Canadian Legion Manitoba/NW Ontario Command Advertising

BACKGROUND

At the October 11, 2016 Council Meeting the letter received from the Royal Canadian Legion Manitoba/NW Ontario Command requesting advertising consideration in the printing of the “Military Service Recognition Book” was referred to the Administration & Finance Executive Committee for recommendation.

This is a milestone project for this command which is designed to recognize and honour many of Manitoba/NW Ontario’s brave Veterans on an individual basis who have served our Country so well. The publication is intended to help the legion in their role as the “Keepers of Remembrance”.

A rate sheet is enclosed for consideration of levels of advertising.



The Royal Canadian Legion Manitoba/NW Ontario Command

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in **The Royal Canadian Legion Manitoba/NW Ontario Command** and the local **Veterans**. Please consider this our written request for your support as per our recent telephone conversation.

Our **Command** is very pleased to be printing our **“Military Service Recognition Book”**, which is designed to recognize and honour many of **Manitoba/NW Ontario’s** brave **Veterans** on an individual basis who have served our Country so well in the past three major world conflicts (WW1, WW2 and the Korean War) and recent conflicts such as Afghanistan. This publication will go a long way to help our Legion in our role as the **“Keepers of Remembrance”**.

It will be distributed to school and university libraries, Legion branches, and many other public facilities in Manitoba and NW Ontario.

We would like to have your organization’s support for this milestone project of our **Manitoba/NW Ontario Command Legion**, by purchasing an advertisement space in our **“Military Service Recognition Book”**. Proceeds raised from this important project will allow us to make this unique publication available throughout the Province and will also benefit the many ongoing community activities of our Legion Command including **Scholarships, Youth Sponsored Programs** and, of course, our ongoing tireless support for **Manitoba/NW Ontario’s Veterans** and their dependants.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be sincerely appreciated. For further information please contact our **Manitoba/NW Ontario Command Military Service Recognition Book Office** toll free at **1-855-559-5056**.

Thank you for your consideration and/or support.

Sincerely,

Mel Willis

President

The Royal Canadian Legion Manitoba/NW Ontario Command

**The Royal Canadian Legion
Manitoba/NW Ontario Command
“Military Service Recognition Book”
Advertising Prices**

<u>AD SIZE</u>	<u>PRICE</u>	<u>GST</u>	<u>TOTAL</u>
Full Color Outside Back Cover	\$1,423.81	+ \$71.19	= \$1,495.00
Inside Front/Back Cover (Full Colour)	\$1,233.33	+ \$61.67	= \$1,295.00
2 Page Full Colour Spread	\$1,890.50	+ \$99.50	= \$1,990.00
Full Page (Full Colour)	\$947.62	+ \$47.38	= \$995.00
Full Page	\$757.14	+ \$37.86	= \$795.00
½ Page (Full Colour)	\$566.67	+ \$28.33	= \$595.00
½ Page	\$471.43	+ \$23.57	= \$495.00
¼ Page (Full Colour)	\$376.19	+ \$18.81	= \$395.00
¼ Page	\$280.95	+ \$14.05	= \$295.00
1/10 Page (Business Card Full Colour)	\$214.29	+ \$10.71	= \$225.00
1/10 Page (Business Card)	\$185.71	+ \$9.29	= \$195.00

G.S.T. Registration # 107933665RT0001

All typesetting and layout charges are included in the above prices.

A complimentary copy of the Military Service Recognition Book will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation.



PLEASE MAKE CHEQUE PAYABLE TO:

MB/NW Ontario Command
The Royal Canadian Legion
(MB RCL)
P.O.Box 1967 Stn. Main
Winnipeg, MB R3C 3R2
Tel (Toll Free): 1-855-559-5056



TO: Mayor Avis & Members of Council
FROM: Dawn Galusha, Deputy Treasurer
DATE: October 13, 2016
SUBJECT: CUPE Local 65 Retirement Dinner and Dance Request

BACKGROUND

At the October 11, 2016 Council Meeting, the letter received from the Retirement Planning Committee for CUPE 65 was referred to the Administration & Finance Executive Committee for recommendation.

The Committee is requesting a donation for their annual Retirement Dinner and Dance which will be held at the Royal Canadian Legion, Branch #29 in Fort Frances on November 19, 2016. This annual event is held to honour the retirees from Fort Frances, Atikokan, Sioux Lookout, Dryden, Rainy River, Emo and all communities in between. Any donation would be appreciated as it will enable them to have special draws for the evening.



To Whom It May Concern,

The Retirement Planning Committee for CUPE 65 would appreciate it if you and your business would consider donating a gift for our annual Retirement Dinner and Dance. This is an annual event we have held for several years to honour our retirees who come from Fort Frances, Atikokan, Sioux Lookout, Dryden, Rainy River, Emo and all communities in between.

We thank you for considering our request as you probably receive similar requests. Any donation would be greatly appreciated to enable us to have some special draws for the evening, which will be held at the Royal Canadian Legion, Branch #29, in Fort Frances on November 19, 2016. We would appreciate it if you would please inform us of your decision by November 1, 2016.

The contact people are: Tracy Bourassa
276-2042

Cathy Tucker
276-5165
274-1812

Margie Gibson
275-8458
274-6027

Please leave a message if there is no answer and we will respond as soon as possible.

Once again, thank you very much for taking the time to address our request.

Sincerely,

Cathy Tucker
Tracy Bourassa
Margie Gibson

Tracy Bourassa
Cathy Tucker
Margie Gibson
On behalf of the CUPE 65
Retirement Planning Committee 2016

TO: Administration and Finance Executive Committee
FROM: Dawn Galusha, Deputy Treasurer
DATE: October 13, 2016
SUBJECT: Boundary Waters Dragon Boat Club Request

BACKGROUND

At the September 26, 2016 Council Meeting, the attached letter received from Boundary Waters Dragon Boat Club requesting support of the Boundary Waters Dragon Boat Festival was referred to the 2017 budget process for review and recommendation.

The Boundary Waters Dragon Boat Club is respectfully requesting the use of the marina in 2017 with the allowance of the spot to park their equipment trailer, in addition to \$1,000.00 financial assistance from the Town towards operating of the Festival. In 2014 and 2015 the Town provided financial assistance of \$1,000.00 and in 2016 the Town provided financial assistance of \$500.00 to the Boundary Waters Dragon Boat Festival.

The request letter and 2015 Financial Statement from the Boundary Waters Dragon Boat Foundation is attached for reference.



September 20th, 2016
Mayor and Council
Town of Fort Frances
320 Portage Avenue
Fort Frances, ON
P9A 3P9

Dear Mayor and Council,

I thank you for the consideration of supporting the 6th Annual International Dragon Boat Festival in July and of the Club in 2017.

The International Boundary Waters Dragon Boat Festival has played a major Town role since its creation and development. This past year our event was cancelled and rescheduled due to unsafe weather conditions in June, however we were able reschedule and host a successful festival on September 17th.

In 2016 to date Boundary Waters has:

- Attended the "Freeze Yer Gizzard Blizzard Run CWAC Expo" January 15th & 16th to promote our festival, health & wellness, and Fort Frances as a destination.
- January to April we hosted a weekly poolside paddle and swim lessons.
- April 13th attended a Sports Tourism Clinic hosted by the RRFDC.
- Hosted a Dragon Boat Clinic with US National Coach, Megan Kress for 25 participants from the Rainy River District; Koochiching County; St. Paul, MN and Superior, WI on May 28th & 29th.
- Participated in the NWHU Play Zone event at FFHS on June 15th to promote healthy and active living in our community.
- Offered free paddles every Tuesday from 6:00 pm to 7:00 pm for locals and visitors from Tuesday, May 10th to Tuesday, September 20th. (Our paddling season)
- Cleaned up garbage from the marina three days a week, assisted boaters parked at the marina, and scrubbed the docks clean twice per month.
- Offered free paddles all summer for kids 13 to 19 years of age with the help of ParticipACTION Canada, and sponsored by Coca Cola Canada to get kids active in our community.
- Participated on the Voyage Forward Cross Border Committee since May of 2016 to present.

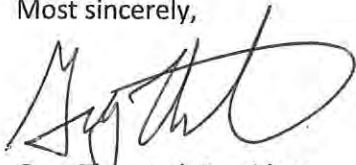
- In preparation for the originally scheduled festival date of June 25th, we put in 68 volunteer hours and provided over \$680 in assistance to the Relay for Life Committee along with the sharing of other resources for the original festival date.
- We cleaned up the riverfront after the storm on June 25th.
- July 1st we participated in the Canada Day Parade.
- July 12th we packed up our boats and trailer and went to Sunny Cove to host an evening of dragon boating with a group of 95 campers and staff, providing \$1,000 in sponsorship and 8 volunteers for the this session.
- August 5th we travelled to Bemidji, MN to race in their festival, winning the Civic Cup, while promoting our area and festival.
- August 9th we provided a free team building session to the Region 1 Girls Volleyball Team before they went to Mississauga.
- August 19th we supported the Howard Young Foundation for their first dragon boat festival and assisted the new local club in Minocqua, Wisconsin in their first races while promoting travel to our area and our festival.
- August 26th we provided 6 volunteers for the IFalls Bass Tourney.
- August 26th we lent a steersman and coach to the Saint John, New Brunswick Dragon Boat Festival where we promoted travel to our area and our festival.
- September 9th – 11th we raced in Winnipeg, winning 2nd in the Mixed Competitive Division, and promoted travel to our area and our festival.
- September 17th we hosted our 5th Annual Dragon Boat Festival with two teams from the US and 4 local teams, and a tribute to honour our local medical staff and cancer survivors.
- Grew our club from 36 regular paddlers last year to 48 team members and 14 local regular paddlers from both sides of the border in 2016 (62 in total). Creating both a Recreational and a Mixed Competitive team to travel and promote our festival and area, as well as a regular local paddler group.
- September 18th provided tents, tables, cooked a pancake breakfast for and volunteered to assist the local Terry Fox Run.
- September 21st attended the RRFDC's Sports Tourism training session.
- **Over the summer we had 310 paddler waivers signed by locals and visitors. 271 Canadian (with one listed as CAN from the UK) and 39 from the US. Of those, 179 were females and 131 were male.**
- **Donated over \$2,000 back into our community this season, with more to come before the end of 2016.**

The real need for the Boundary Waters Dragon Boat Club is the necessary use of the marina in 2017 once again, with the allowance of the spot to park our needed equipment trailer. All team gear and travel costs are individually covered by our team paddlers, with their paddler fees covering the costs of our insurances. We just couldn't provide all the free sessions to youth, locals and visitors without your continued support in this way.

The Dragon Boat Festival, which operates as a non-profit organization under the direction of the International Boundary Waters Dragon Boat Foundation, requests assistance with the costs associated with site preparation and race day maintenance, advertising, and promotion of the event and area. \$1,000 is requested from the Town of Fort Frances to help support our effort to provide a local event that we can all be proud of, as well as an essential destination tourist draw to inject needed dollars into our local economy.

We believe that the Dragon Boat Festival is consistent with the mission and economic interest of the Town of Fort Frances, and we hope that you will find it in your budget to support this continuously growing family friendly community event and local sport for all ages and fitness levels. If I can provide additional information to encourage consideration of our request, please feel free to contact me on my cell at (404) 590-9628 or by email at dragonboatff@gmail.com.

Most sincerely,

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

Greg Thorstad, President

International Boundary Waters Dragon Boat

TO: Administration and Finance Executive Committee
FROM: Dawn Galusha, Deputy Treasurer
DATE: October 13, 2016
SUBJECT: Fun in the Sun Committee Request

BACKGROUND

At the September 26, 2016 Council Meeting, the attached letter from Dave Coats of the Fun in the Sun Committee was referred to the 2017 budget process for review and recommendation.

The Fun in the Sun Committee is looking to put on an extra special show to mark Canada's 150th birthday in 2017. As such, they are requesting a contribution of \$7,500.00 for the Canada Day fireworks, which is the same contribution as in 2016. In addition, they will pursue additional funding through federal and provincial grants, local sponsors, and fundraising.

September 21, 2016

Mayor and Council,

Thank you for accepting my written submission for consideration in the 2017 municipal budget.

The Town of Fort Frances generously contributed \$7,500 to the fireworks show held on July 1st 2016. Many people have said it was the best fireworks show the town has seen and I would agree. Through the contributions of the Town and local sponsors we were able to purchase not only more product than in previous years but higher quality effects that resulted in a spectacular display enjoyed by many citizens of the Town.

2017 marks Canada's 150th birthday and we are hoping to put on an even better show to celebrate the special occasion. I would ask Mayor and Council to consider once again contributing \$7,500 towards our 2017 Canada Day fireworks show. We will also pursue additional funding through federal and provincial grants, local sponsors and fundraising.

If you have any questions or would like further information regarding any aspect of the show, please contact me at 275-9481.

Thank you for your consideration.

Dave Coats

Fun in the Sun Committee

TO: Administration and Finance Executive Committee
FROM: Dawn Galusha, Deputy Treasurer
DATE: October 13, 2016
SUBJECT: Fort Frances Volunteer Bureau Financial Requests

BACKGROUND

At the September 26, 2016 Council Meeting, the two attached letters received from the Fort Frances Volunteer Bureau requesting financial support for operational and capital expenses were referred to the 2017 budget process for review and recommendation.

The Volunteer Bureau is requesting funding in order to replace the roof that is badly in need of replacing. Currently they have raised \$2,000.00 towards this repair and are looking for further financial assistance.

The Volunteer Bureau is also requesting assistance with operating costs as they are a non-profit charity organization. In their letter they are asking for a reduction of property taxes, if possible. The Volunteer Bureau hosts programs for the Community and they are requesting consideration of \$1,000.00 to help with the operational costs of running these programs. In addition, they are asking for consideration of \$3,000.00 for the construction of a walkway so that the furnaces on the roof can be maintained and the gas company will allow them to run them again.



FORT FRANCES VOLUNTEER BUREAU

Your Volunteer Head Quarters



located in the F.F. Train Station

Ph: 807 274 9555

Fx: 807 274 5456

September 29, 2016

Town of Fort Frances
320 Portage Ave.
Fort Frances, ON P9A 3B8



Dear Council Members,

I thank you for the opportunity to submit a request for assistance from the Town of Fort Frances for consideration regarding our payments of Property Tax. Being we are a Non-profit charity organization it would help us greatly if we were able to be exempt or pay a reduced rate on the Property Tax.

Another request we would like to submit would be for some operational assistance for programs we are trying to run for the Community. Assistance of \$1,000.00 would help with this and operational costs it takes to run these.

We recently Co-ordinated the Terry Fox run with Joey Payer. It was due to his help and the most generous response of Businesses in the Community that we were able to do this and keep this Charitable Cause going in this Community which many citizens relate to every day. We raised over \$4000.00 for Cancer research.

We also run the income tax program for those people who require assistance with Income Tax and have an annual income under \$25,000. Both of these items have no financial assistance that comes with the running of the programs, however, we see them as being beneficial to our community.

We also assist those in need when we can with assistance of a general nature or refer them to the Agency we feel can best support them.

Our other area of need is in construction of a walkway so that the furnaces situated on the roof can be maintained and the gas company will be able to allow us to run them again. The walkway is required for safety reasons. Our heating costs are prohibitive and even the assistance of \$3,000.00 would help to make this happen and cut operational costs for the building.

140 Fourth Street West, Suite 1, Fort Frances, ON, P9A 3B8

We would surely be thankful for any assistance on any of these items that Council would be able to provide support on so that we may continue to assist the Community.

Sincerely



Gail Beyak

Co-ordinator,

Fort Frances Volunteer Bureau



FORT FRANCES VOLUNTEER BUREAU

Your Volunteer Head Quarters



located in the F.F. Train Station

Ph: 807 274 9555

Fx: 807 274 5456

September 29, 2016

Town of Fort Frances
320 Portage Ave.
Fort Frances, ON P9A 3B8



Dear Council Members,

I thank you for the opportunity to submit a request for assistance from the Town of Fort Frances for consideration regarding The Fort Frances Volunteer Bureau building, in particular, the roof. The building is sound and is a good size for different events and programs such as the Income Tax Program. We have offices that are rented which help some with operational costs as well, however, we are requesting assistance in some funding to help us repair the roof and keep it as a viable building for the community.

The roof is badly in need of replacing and we are working towards that goal. We have raised \$2000. at this time and continue to do this but some assistance from the town would help in possibly replacing the shingles on the worst half for this year and replace some boards that need replacing before too much damage is done that make it beyond repair.

Any assistance the Town of Fort Frances could give us towards this end will help save this building for the community.

Thank you for your consideration.

Sincerely

Gail Beyak

Co-ordinator,

Fort Frances Volunteer Bureau

TO: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: October 18, 2016
SUBJECT: Consumer Price Index (CPI) Increase for 2017 User Fees

BACKGROUND

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

The first step in this process is to provide the Ontario Provincial Consumer Price Index (CPI) and the Canada Consumer Price index as guide for the user fee increases for the coming calendar year. The Ontario CPI indicates inflationary increase of 1.5% change for the period of August 2015 to August 2016 and the Federal CPI indicates 1.1% change for the same period as published by Statistics Canada, of which is attached for your information.

Administration is seeking direction for the inflationary increase for the 2017 user fees. Divisions will bring user fee schedules forward to their respective executive committees the week of November 7th for committee review and recommendation of those fees that have been identified to remain at the current year rates, or new fees established, or any fee that may require more discussion and evaluation and the exclusion of Water & Sewer rates.

Statistics Canada

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

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

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

	August 2015	July 2016	August 2016	July 2016 to August 2016	August 2015 to August 2016
	2002=100			% change	
Ont.					
All-items	128.0	130.3	129.9	-0.3	1.5
Food	141.4	144.0	142.4	-1.1	0.7
Shelter	135.0	138.5	138.7	0.1	2.7
Household operations, furnishings and equipment	122.2	124.3	123.4	-0.7	1.0
Clothing and footwear	91.4	90.6	91.8	1.3	0.4
Transportation	128.2	129.5	128.5	-0.8	0.2
Health and personal care	121.8	122.8	123.6	0.7	1.5
Recreation, education and reading	112.9	115.9	115.5	-0.3	2.3
Alcoholic beverages and tobacco products	155.1	160.3	160.4	0.1	3.4
Special aggregates					
All items excluding food	125.6	127.9	127.7	-0.2	1.7
All items excluding energy	125.7	128.5	128.2	-0.2	2.0
Energy	161.8	157.4	155.8	-1.0	-3.7

Source: Statistics Canada, CANSIM, table [326-0020](#) and Catalogue nos. [62-001-X](#) and [62-010-X](#).
Last modified: 2016-09-23.

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

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

Date modified: 2016-09-23

Statistics Canada

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

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

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

	August 2015	July 2016	August 2016	July 2016 to August 2016	August 2015 to August 2016
	2002=100			% change	
Canada					
All-items	127.3	128.9	128.7	-0.2	1.1
Food	140.8	143.2	142.3	-0.6	1.1
Shelter	133.9	136.0	136.2	0.1	1.7
Household operations and furnishings	120.4	122.3	122.2	-0.1	1.5
Clothing and footwear	94.0	92.6	93.6	1.1	-0.4
Transportation	127.8	128.9	128.2	-0.5	0.3
Health and personal care	120.5	122.0	122.7	0.6	1.8
Recreation, education and reading	111.7	113.3	112.9	-0.4	1.1
Alcoholic beverages and tobacco products	152.6	157.1	157.3	0.1	3.1
Special aggregates					
All items excluding food	124.7	126.1	126.1	0.0	1.1
All items excluding energy	124.9	127.2	127.1	-0.1	1.8
Energy	156.1	147.4	147.0	-0.3	-5.8

Source: Statistics Canada, CANSIM, table [326-0020](#) and Catalogue nos. [62-001-X](#) and [62-010-X](#).
Last modified: 2016-09-23.

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

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

Date modified: 2016-09-23



Date: October 13th, 2016

Report To: Mayor and Council

From: Frank Sheppard, Fire Chief/ CEMC

Re: 2016 Utility Vehicle Tender

Enclosed in this report is an outline of the recommendation of the Fire Chief related to the purchase of a new utility truck to replace Fort Frances, Unit 11-6. The low bid was received from Dryden GM and was in whole dollars identified at \$31,350.67 before taxes. After tax cost was identified at \$35,407.15. The next lowest bid was from MacDonald Motors and was slightly higher at \$31,500.00 before taxes and \$35,595.00 after taxes. Bids following these two were West End Motors at \$32,000.00 before taxes and \$36,160.50 after taxes, and Sunset Country Ford at \$35,457.00 before taxes and \$40,066.41 after taxes.

All parties were able to meet or exceed all of the criteria identified in the tender specification. There are no failure points that are critical to the operation of the vehicles, and there is a before tax price difference of \$150.00 between the low bid and the second bid. The lowest price vehicle is identical to the second bid and either vehicle has the ability to meet our needs related to response. The capital budget for the line item is \$32,000.00, and after calculating tax rebates the low bid is slightly under budget and the second bid is slightly over budget. The difference from the budget line for both of these vehicles is negligible.

Based on the Administration and Finance Committee recommendation and this report identifying the successful bidder, I will ask that Council approve this report to award the tender to Dryden GM in the amount of \$35,407.15.

Respectfully submitted

A handwritten signature in black ink, appearing to be 'F. Sheppard', with a stylized, flowing script.

Frank Sheppard BSc MS MB
Fire Chief/CEMC
Fort Frances Fire Rescue

Council approval of this report will authorize the purchase of a rescue vehicle from Dryden GM in accordance with the tender process, and the recommendation of the Administration and Finance Committee.

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

	Actuals to Date	2016 Draft Budget	Variance
CORPORATE			
050 Municipal Tax Levy	(10,617,884.88)	(10,617,884.00)	0.88
051 Education Tax Levy	(1,726,714.40)	(1,731,821.00)	(5,106.60)
052 Supp/Omit Municipal Tax Levy	(50,538.27)		50,538.27
053 Supp/Omit Education Tax Levy	(13,908.91)		13,908.91
056 W/O Municipal	287,784.61	254,755.00	(33,029.61)
057 W/O Education	45,263.98	24,980.00	(20,283.98)
061 OMPF	(2,200,575.00)	(2,934,100.00)	(733,525.00)
062 Payments-in-Lieu	(759,301.48)	(782,001.00)	(22,699.52)
070 Sale of Land	(396,096.31)		396,096.31
070 Contribution from Reserve Funds (Tax Rate Stab.)		(242,250.00)	(242,250.00)
110 Mayor & Council	208,293.90	717,598.00	509,304.10
112 Contribution to Reserves & Reserve Funds		1,375,000.00	1,375,000.00
113 Long Term Debt	378,090.90	640,120.00	262,029.10
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	1,350,614.18	1,878,859.00	528,244.82
163 Rainycrest	45,470.88	60,628.00	15,157.12
164 Northwestern Health Unit	307,344.50	368,814.00	61,469.50
820 Economic Development	93,333.03	166,435.00	73,101.97
821 Travel Information Centre	12,660.37	10,770.00	(1,890.37)
830 Solar Panel Project	(15,176.83)	(25,270.00)	(10,093.17)
991 English Public School Board	1,075,928.85	1,413,758.00	337,829.15
992 English Separate School Board	219,335.56	288,281.00	68,945.44
993 French Public School Board	1,034.19	1,379.00	344.81
994 French Separate School Board	2,567.32	3,423.00	855.68
Total Corporate	(11,684,473.81)	(9,051,026.00)	2,633,447.81
ADMINISTRATION AND FINANCE			
070 Other Unassigned Revenue	(269,244.87)	(321,500.00)	(52,255.13)
120 Administration	238,599.79	297,065.00	58,465.21
121 Admin Vehicle	2,166.65	5,608.00	3,441.35
122 Municipal Buildings	33,144.64	30,005.00	(3,139.64)
125 HR Department	121,433.16	95,000.00	(26,433.16)
130 Clerk	131,658.39	172,189.00	40,530.61
140 Treasury	381,985.80	387,734.00	5,748.20
910 PUC Administration	56,329.91	95,170.00	38,840.09
Total Administration and Finance	696,073.47	761,271.00	65,197.53
EMERGENCY SERVICES			
211 Emergency Services	615,843.84	915,913.00	300,069.16
227 Emergency Measures	7,011.86	19,849.00	12,837.14
228 911 Service	16,089.51	13,800.00	(2,289.51)
231 Police Revenue	(21,042.81)	(24,000.00)	(2,957.19)
232 Police Services Board	9,795.54	21,350.00	11,554.46
233 Police Administration	1,747,940.50	2,332,588.00	584,647.50
Total Emergency Services	2,375,638.44	3,279,500.00	903,861.56

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

		Actuals to Date	2016 Draft Budget	Variance
COMMUNITY SERVICES				
622	Sister Kennedy Centre	17,123.26	34,600.00	17,476.74
641	Fort Frances Children's Complex	33,492.33	6,045.00	(27,447.33)
643	Best Start Hub/Resource Centre	(16,028.10)	668.00	16,696.10
644	Day Care Resource Teacher	4,325.65	833.00	(3,492.65)
653	Handi-Transit System	120,657.35	90,302.00	(30,355.35)
713	Townshend Theatre	(8,452.24)	-	8,452.24
722	Recreation Facilities	423,305.13	627,806.00	204,500.87
725	Recreation Programs	65,234.89	111,079.00	45,844.11
732	Community Services	95,754.78	132,683.00	36,928.22
740	Sunny Cove Camp	(9,723.74)	14,327.00	24,050.74
781	Fort Frances Public Library	360,385.75	493,191.00	132,805.25
784	Library School Co-op Fund	(14,848.30)		14,848.30
791	Museum	107,376.50	146,810.00	39,433.50
817	Waterfront Development/Marina	24,488.42	47,739.00	23,250.58
Total Community Services		1,203,091.68	1,706,083.00	502,991.32

OPERATIONS AND FACILITIES

310	PW Administration	(73,488.06)	(102,217.00)	(28,728.94)
311	PW Buildings & Yards	84,593.75	118,672.00	34,078.25
313	Municipal Roads	784,373.73	1,284,156.00	499,782.27
318	Public Parking Lots	11,599.90	15,980.00	4,380.10
320	Sidewalks	60,781.34	107,954.00	47,172.66
330	Private Works Charges	10,104.35	32,668.00	22,563.65
331	Private Crossing Charges	4,255.50	18,367.00	14,111.50
333	PW Vehicles	112,175.28	219,790.00	107,614.72
334	PW Equipment	143,411.62	248,329.00	104,917.38
344	PW Stores	68,809.52	63,236.00	(5,573.52)
345	Traffic Signal Maintenance	8,691.98	7,779.00	(912.98)
346	Streetlight Maintenance	37,216.21	53,317.00	16,100.79
350	Garbage Collection	(98,126.09)	(167,172.00)	(69,045.91)
351	Recycling Services	113,676.90	192,448.00	78,771.10
352	Sanitary Landfill	(112,554.90)	(25,276.00)	87,278.90
360	Engineering	23,281.16	27,904.00	4,622.84
390	Airport	863.56	(29,762.00)	(30,625.56)
391	Airport Building Maintenance	28,094.35	45,295.00	17,200.65
393	Airport Grounds Maintenance	30,818.73	63,670.00	32,851.27
580	Parks & Cemeteries Admin.	139,209.16	196,473.00	57,263.84
582	Fort Frances Cemetery	46,902.79	89,281.00	42,378.21
583	Riverview Cemetery	137,457.01	172,375.00	34,917.99
584	Point Park	12,934.11	29,188.00	16,253.89
585	Parks - Outdoor Facilities	260,781.69	230,684.00	(30,097.69)
586	Lions Millennium Park	6,390.05	12,196.00	5,805.95
Total Operations and Facilities		1,842,253.64	2,905,335.00	1,063,081.36

PLANNING AND DEVELOPMENT

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

		Actuals to Date	2016 Draft Budget	Variance
150	Civic Centre	46,534.04	78,394.00	31,859.96
271	By-Law Enforcement	101,446.08	142,572.00	41,125.92
272	Animal Shelter	4,326.74	10,144.00	5,817.26
275	Fight the Blight Campaign	31,851.03		(31,851.03)
813	Building Official	22,820.56	59,104.00	36,283.44
815	Planning & Zoning	92,031.48	108,623.00	16,591.52
	Total Planning and Development	299,009.93	398,837.00	99,827.07
	Sub-Total General Fund (Operating)	(5,268,406.65)	-	5,268,406.65
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	(5,268,406.65)	-	5,268,406.65
TOTAL BUDGET - Revenue		(19,674,421.52)	(21,604,520.00)	(1,930,098.48)
TOTAL BUDGET - Expenditures		14,406,014.87	21,604,520.00	7,198,505.13
		(5,268,406.65)	0.00	5,268,406.65

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

WATER		Actuals to Date	2016 Budget	Variance
961	Waterworks Administration	-1,227,708.81	(669,471.00)	558,237.81
965	Water Treatment Plant	393,132.89	539,114.00	145,981.11
966	Water Storage Facility	104,689.39	130,357.00	25,667.61
		-729,886.53	0.00	729,886.53
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		-729,886.53	0.00	729,886.53

SEWER		Actual to Date	2016 Budget	Variance
410	Sanitary Sewer Administration	-1,051,263.04	(748,247.00)	303,016.04
413	Sewage Treatment Plant	580,714.39	748,247.00	167,532.61
		-470,548.65	0.00	470,548.65
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		-470,548.65	0.00	470,548.65

Town of Fort Frances
Capital Fund Budget vs Actual
as at September 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-140-9109-0000 Computer/Network Upgrades	23,376.97	25,000.00	1,623.03
C-140-9109-1523 Financial Software (Windows Version)	77,788.41	75,000.00	(2,788.41)
Total Revenue	-	(110,000.00)	(110,000.00)
Total Expenditures	106,188.97	110,000.00	3,811.03
TOTAL ADMINISTRATION	106,188.97	-	(106,188.97)
Honeywell Project			
C-105-0490-0490 OPA/FFPC Grants			-
C-105-0490-0589 Expense Recoveries	(50.20)		50.20
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	(50.20)	(17,855.00)	(17,804.80)
Total Expenditures	-	17,855.00	17,855.00
TOTAL CIVIC CENTRE	(50.20)	-	50.20
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	4,878.25	10,000.00	5,121.75
Total Revenue	-	(50,425.00)	(50,425.00)
Total Expenditures	4,878.25	50,425.00	45,546.75
TOTAL EMERGENCY SERVICES	4,878.25	-	(4,878.25)
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	(166,107.00)	(175,606.00)	(9,499.00)
C-313-0490-0952 Contribution from Reserve Funds		(25,000.00)	(25,000.00)
C-316-0490-0412 Provincial Grant		(2,172,618.00)	(2,172,618.00)
C-316-0490-0952 Contribution from Reserve Funds		(4,526.00)	(4,526.00)
C-316-0490-0400 Federal Gas Tax Reserve (Federal Funding)		(472,268.00)	(472,268.00)
C-320-0490-0400 Federal Gas Tax Reserve (Federal Funding)		(404,036.00)	(404,036.00)
C-345-0490-0952 Contribution from Reserve Funds		(16,200.00)	(16,200.00)
C-310-9105-1471 Small Equipment Purchases	2,764.29	8,000.00	5,235.71
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	23,114.83	25,000.00	1,885.17
<u>Roads</u>			
C-313-9110-1523 Portage Avenue Storm Sewer Wet Sump Pumps	20,270.63	25,000.00	4,729.37
C-313-9271-1523 Phair Ave from 3rd - 6th Streets (200 m)	482,243.88	753,847.00	271,603.12
C-313-9272-1523 Nelson Street - Storm Sewer	114,159.77	120,031.00	5,871.23

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

	Actual to Date	2016 Budget	Variance
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	334,473.42	541,300.00	206,826.58
C-316-9277-1523 Connecting Link - Colonization Rd E from Scott - 5th St	985,334.07	2,062,859.00	1,077,524.93
C-316-9303-1523 Connecting Link - Mill Rd Overpass Engineering	1,603.74	45,253.00	43,649.26
C-320-9271-1523 Sidewalks - Phair Ave from 3rd St - 6th St	98,181.02	104,036.00	5,854.98
C-320-9272-1523 Sidewalks - Nelson St	8,830.00		(8,830.00)
C-320-9273-1523 Sidewalks - Kings Hwy - Wright to York	86.59		(86.59)
C-320-9299-1523 Scott Street - 200 Block Interlocking Brick	4,701.32	300,000.00	295,298.68
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	6,243.76	8,000.00	1,756.24
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	28,967.18	60,000.00	31,032.82
<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	6,939.51	13,255.00	6,315.49
<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	(6,235.78)		6,235.78
C-580-9105-1471 Small Equipment Replacement	2,804.00	5,000.00	2,196.00
C-580-9133-1471 4x4 Truck c/w Snow Plow	618.30	49,000.00	48,381.70
C-580-9174-1471 Cemetery 2-John Deere Lawn Tractors	9,158.42	12,944.00	3,785.58
C-586-9232-1523 Lion'S Park Contracted Works	1,476.54		
Total Revenue	(172,342.78)	(4,749,834.00)	(4,577,491.22)
Total Expenditures	2,641,963.50	4,749,834.00	2,109,347.04
TOTAL PUBLIC WORKS	2,469,620.72	-	(2,468,144.18)
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	2,772.97	17,000.00	14,227.03
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	13,064.77	52,000.00	38,935.23
TOTAL FFCC	13,064.77	-	(13,064.77)
SISTER KENNEDY CENTRE			
C-622-0490-0448 Provincial Grant			-
C-622-0490-0952 Contribution from Reserve Funds			-
C-622-9105-0000 Small Capital Purchases			-
C-622-9108-1523 Centre Upgrades (Roof Replacement).			-
C-622-9133-0000 Enabling Accessibility Van			-
Total Revenue	-	-	-
Total Expenditures	-	-	-

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

	Actual to Date	2016 Budget	Variance
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 (Ont Trillium - MU/T Courts)	(135,000.00)	(112,000.00)	23,000.00
C-720-0490-449 NWHU Grant			-
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-740-0490-0448 One Time Grant - Moffat Fund (Sunny Cove Camp)	(10,000.00)		10,000.00
C-740-0490-0952 Contribution from Reserve Funds		(8,000.00)	(8,000.00)
C-720-9294-1523 Multi Use/Tennis Courts	66,264.98	224,000.00	157,735.02
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	4,873.20	8,300.00	3,426.80
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	(146,800.00)	(366,400.00)	(219,600.00)
Total Expenditures	119,793.18	366,400.00	246,606.82
TOTAL MSC	(27,006.82)	-	27,006.82
<u>LIBRARY</u>			
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-781-0490-0954 Contribution from Revenue Fund	(10,418.93)		10,418.93
C-781-9105-1471 Make Space Equipment	1,135.09	10,000.00	8,864.91
C-781-9109-0000 Computer Equipment	15,687.60	15,000.00	(687.60)
C-781-9132-0000 Office Furniture	1,759.89	-	(1,759.89)
C-781-9165-1471 Materials	6,941.51		(6,941.51)
C-781-9210-1527 Tech Equipment Contracted Services	2,770.67		(2,770.67)
C-781-9220-1471 Surveillance Upgrade	1,337.64	5,000.00	3,662.36
Total Revenue	(10,418.93)	(30,000.00)	(19,581.07)
Total Expenditures	29,632.40	30,000.00	367.60
TOTAL LIBRARY	19,213.47	-	(19,213.47)
MUSEUM			

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

	Actual to Date	2016 Budget	Variance
C-791-0490-0400 Federal Grant			-
C-791-0490-0412 Provincial Grant			-
C-791-0490-0632 Donations	(21,129.23)		21,129.23
C-791-0490-0952 Contribution from Reserve Funds			-
C-791-9109-0000 Computer/Scanner & Photo Studio Lighting			-
Museum Roof			-
Total Revenue	(21,129.23)	-	21,129.23
Total Expenditures	-	-	-
TOTAL MUSEUM	(21,129.23)	-	21,129.23
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 Revenue 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	254,537.97	250,000.00	(4,537.97)
C-122-9286-1523 Rainy Lake Hotel Demolition/Market Square	78,028.23	1,558,057.00	1,480,028.77
C-150-9107-1471 Air Conditioner in Server Room	12,271.11	15,000.00	2,728.89
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	225.23	65,000.00	64,774.77
C-150-9208-1523 Civic Centre Painting		10,000.00	10,000.00
C-150-9232-1523 Civic Centre Front Walkway/Sidewalk	940.26	42,000.00	41,059.74
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	346,002.80	1,952,347.00	1,606,344.20
TOTAL PLANNING & DEVELOPMENT	149,396.11	-	(149,396.11)
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	1,636.59	12,000.00	10,363.41
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)	358,563.86	435,188.00	76,624.14
C-410-9272-1523 Nelson Street - Butler to Shevlin	3,739.80		(3,739.80)
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	123,449.46	85,863.00	(37,586.46)
Total Revenue	-	(622,841.00)	(622,841.00)
Total Expenditures	487,839.42	622,841.00	135,001.58
TOTAL SANITARY SEWER	487,839.42	-	(487,839.42)
SEWAGE TREATMENT PLANT			
C-413-0490-0412 Provincial Grant	1.00		(1.00)
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	(900,000.00)	(2,459,752.00)	(1,559,752.00)
C-413-9105-1471 Small Miscellaneous Capital	25,159.79	120,000.00	94,840.21
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

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

	Actual to Date	2016 Budget	Variance
C-413-9290-1523 Sludge Dewatering Equipment	1,572,032.97	2,583,883.00	1,011,850.03
Total Revenue	(899,999.00)	(2,770,139.00)	(1,870,140.00)
Total Expenditures	1,600,728.93	2,770,139.00	1,169,410.07
TOTAL STP	700,729.93	-	(700,729.93)
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	4,178.82	12,000.00	7,821.18
C-961-9123-1471 GIS Capital Upgrades		4,580.00	4,580.00
C-961-9137-1523 Replacing Main Line Water Valves/Hydrants	109,122.77	100,000.00	(9,122.77)
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)	371,478.70	497,124.00	125,645.30
C-961-9272-1523 Nelson Street - Butler to Shevlin	1,276.46		(1,276.46)
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	535,976.95	646,896.00	110,919.05
Total Revenue	-	(1,298,100.00)	(1,298,100.00)
Total Expenditures	1,023,205.22	1,298,100.00	274,894.78
TOTAL WATERWORKS ADMIN	1,023,205.22	-	(1,023,205.22)
WATER TREATMENT PLANT			
C-965-0490-0954 Contribution from Revenue Fund		(60,000.00)	(60,000.00)
C-965-9105-1471 Misc. Small Capital	16,604.98	60,000.00	43,395.02
Total Revenue	-	(60,000.00)	(60,000.00)
Total Expenditures	16,604.98	60,000.00	43,395.02
TOTAL WTP	16,604.98	-	(16,604.98)
TOTAL REVENUE	(1,447,346.83)	(12,164,941.00)	(10,717,594.17)
TOTAL EXPENDITURES	6,389,902.42	12,164,941.00	5,776,515.12
TOTAL CAPITAL	4,942,555.59	-	(4,941,079.05)

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

Revenue	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Tax Certificates	\$ 851.20	\$ 608.50	\$ 547.65	1,223.51	1,277.85	1,703.80	1,095.30	851.90	1,277.85				\$ 9,437.56
Business Licences	6,043.30	2,429.85	5,248.45	13,909.30	1,978.55	1,050.10	344.15	334.70	765.00				\$ 32,103.40
Lottery Licences	275.93	177.30	2,000.66	287.19	130.58	1,886.71	690.00	1,969.35	328.50				\$ 7,746.22
Fort Frances Portion of POA Fines				15,059.72				73,685.16	0.00				\$ 88,744.88
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	352.00	416.00	288.00				\$ 2,942.00
Marriage Licences	280.00	280.00	700.00	280.00	420.00	1,120.00	1,540.00	1,960.00	1,260.00				\$ 7,840.00
Civil Marriage	327.35	327.35	1,309.40	327.35		327.35	763.60	381.80	1,323.65				\$ 5,087.85
Certify Copies/Copies	0.00	11.30	5.09	5.65		11.50			95.18				\$ 128.72
Commissioning Oaths/Affidavits	46.40	23.05	23.20	81.20	69.60	139.10	59.51	150.60	34.80				\$ 627.46
Investment Income	604.77	344.37	911.91	997.43	1,104.95	7,077.55	349.15	778.99	3,041.10				\$ 15,210.22
Sale of Land	6,055.13	18,000.00	0.00	1,000.00		54,727.80	269,556.59	1,175.98	45,580.81				\$ 396,096.31
Administration Service Charges	28.63	14,937.14	14,568.57	22,312.15	14,790.31	14,897.34	14,647.18	37,066.35	14,872.53				\$ 148,120.20
	\$ 14,576.71	\$ 37,682.86	\$ 25,760.93	\$ 55,483.50	\$ 20,187.84	\$ 83,357.25	\$ 289,397.48	\$ 118,770.83	\$ 68,867.42	\$ -	\$ -	\$ -	\$ 714,084.82

Accounts Receivable

Balance Forward	309,751.09	261,316.22	172,797.21	221,048.23	191,012.18	150,415.09	119,187.90	66,852.09	79,638.28				
Invoices/Debits	66,508.60	124,816.83	189,834.92	161,277.48	151,941.30	123,058.26	118,060.71	137,009.42	197,987.34				
Payments/Credits	-116,695.77	-214,781.75	-142,566.48	-192,131.35	-193,480.35	-154,584.66	-170,516.80	-124,311.84	-138,566.41				
Interest Applied	1,752.30	1,445.91	982.58	817.82	941.96	299.21	120.28	88.61	76.55				\$ 6,525.22
Total Amount Owing	\$ 261,316.22	\$ 172,797.21	\$ 221,048.23	\$ 191,012.18	\$ 150,415.09	\$ 119,187.90	\$ 66,852.09	\$ 79,638.28	\$ 139,135.76	\$ -	\$ -	\$ -	\$ 6,525.22

A/R Invoices Processed

General/By-Law/Planning/CBO	4	7	10	7	12	15	12	11	26				104
Daycare		79	81	84	84	83	99	75	89				674
Airport		12	18	14	11	16	11	11	12				105
Landfill	28	25	31	37	37	42	41	37	49				327
Public Works	1	3	2	2	4	5	6	1	9				33
Parks/Cemetery							2		9				11
Sewer	5	24	13	5	19	7	15	8	8				104
Water	1	13	5	34	6	14	12	11	0				96
Fire Department		13	0	0		1	0	0	37				51
Memorial Sports Centre	24	9	79	5	39	12	3	9	7				187
Fort Frances Power Corp	6	8	7	8	9	12	12	6					68
Invoices Issued by Month	69	193	246	196	221	207	213	169	246	0	0	0	1,760

NSF/Returned Payments

Day Care	0	0	0	0	0	0	0	0	0				0
Memorial Sports Centre	0	0	0										0
Utilities	3	6	3	7	8	16	3	2	7				55
Taxation	0	0	1	1	0	0	0	0	0				2
Other	0	0	1	0	0	0	0	1	0				2

Taxes

Balance Forward	789,235.47	6,483,623.46	2,813,246.06	\$ 1,095,226.11	\$ 926,189.54	827,260.28	6,771,753.31	3,067,870.72	1,220,095.48				
Tax Billings/Debits	6,090,585.65	13,466.86	13,020.49	378.72	1,666.08	5,983,617.57	3,351.21	15,114.59	39,506.83				
Payments/Credits	(407,218.84)	(3,694,324.78)	(1,743,779.61)	(183,357.63)	(112,853.14)	(50,571.80)	(3,717,974.19)	(1,876,375.11)	(618,789.85)				
Interest Applied	11,021.18	10,480.52	12,739.17	13,942.34	12,257.80	11,447.26	10,740.39	13,485.28	13,291.25				109,405.19
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	\$ 3,067,870.72	\$ 1,220,095.48	\$ 654,103.71	\$ -	\$ -	\$ -	\$ 109,405.19

Tax Arrears Notices Mailed/Letters	296	181	330	237	214	198	214	359	356				
# of Properties in Arrears 3 years+	58	52	43	38	34	33	33	25	20				2,385
# of Properties in Arrears 3 years+ with no payment plans	35	23	16	14	12	12	12	11	9				
# Tax Sale Registrations	0	0	0	0	0	0	0	0	0				
# Write offs (MOS/357 Applications)	0	0	0	0	0	0	0	3	8				11
Write-off - Municipal Portion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,642.65	15,644.43				\$19,287.08
# of Charity Rebates	0	0	0	0	0	2	0	0	1				3

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Charity Rebates - Municipal Portion					\$	12,442.89	\$	-	\$				
# Vacancy Rebates	0	0	0	0	0	7	0	0	1				\$26,325.78
Vacancy Rebates - Municipal Portion			\$	-	\$	13,722.29	\$	-	\$	254,775.24			\$268,497.53
E.D. Financial Incentive Plan													
# Of Applications Receiving Rebate	0	0	0	1	0	1	0	0	3				0
Demolition Grant	\$ -	\$ -	\$ -	1,102.40	\$ -	482.64	\$ -	\$ -	1,603.51				\$3,188.55
Grant-In-Lieu of Taxes													0.00
Water & Sewer													
Balance Forward	\$ 1,203,619.92	\$ 418,432.79	\$ 322,394.53	601,650.71	324,047.61	571,106.13	482,838.68	694,341.78	327,761.07				
W/S Billings/Debits	233.71	3,230.82	943,628.13	6,241.77	921,283.76	9,129.33	894,185.32	11,692.78	913,224.54				
Payments/Credits	(785,920.26)	(100,844.55)	(664,921.52)	(287,775.04)	(674,717.66)	(100,893.60)	(685,158.20)	(383,274.14)	(724,661.73)				
Interest Applied	499.42	1,575.47	549.57	3,930.17	492.42	3,496.82	2,475.98	5,000.65	489.02				18,509.52
Total Amount Owning	\$ 418,432.79	\$ 322,394.53	\$ 601,650.71	\$ 324,047.61	\$ 571,106.13	\$ 482,838.68	\$ 694,341.78	\$ 327,761.07	\$ 516,812.90	\$ -	\$ -	\$ -	\$ 18,509.52
Bi-Monthly Water/Sewer Bills Issued	3,346		3,375		3,394		3,426		3,377				16,918
Final Billings Issued		19		16		41		28					104
Late Notices Mailed		469		444		452		488					1,853
Registered Letters		47		42		49		49					187
Disconnects		0		0		0		1					1
Reconnections		0		0		0		0					0
Provincial Offences													
Fines Paid	\$ 24,352.00	\$ 30,951.00	\$ 31,942.00	\$ 51,152.00	\$ 223,451.00	\$ 38,429.00	\$ 42,008.00						\$ 442,285.00
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	\$ 2,171,627.00						
IQOR Collections (pretransfer)	\$	23.18	\$ -										\$ 23.18
IQOR Collections (post-transfer)	\$	547.46	\$ 375.42	\$ 5,105.40	\$ 135.00	\$ 332.52	\$ 89.80	\$ 89.80	212.98				\$ 6,888.38
Total IQOR Collected	\$ -	\$ 570.64	\$ 375.42	\$ 5,105.40	\$ 135.00	\$ 332.52	\$ 89.80	\$ 89.80	212.98				\$ 6,911.56
Notice of Default - mailed out	73	38	46	49	70	47	83						406
New Charges Filed	153	264	205	275	315	240	266						1,718
Court Room Operating Hours	3	6	3	4	4	4							24.0
Charges Disposed (Before or at Trial)													
Failed to Attend - Convicted	38	31	30	75	50	139	53						416
Plead Guilty	17	21	28	30	42	27	15						180
Withdrawn	16	0	5	5	14	7	5						52
Quashed	0	2	1	2	5	2	0						12
Stayed	0	0	0	0	0	0	0						0
Dismissed/Acquitted	0	0	0	0	1	0	3						4
Plead Not Guilty - Convicted	2	2	2	3	6	5	2						22
Other	0	0	0	0	0	0	0						0
Total	73	56	66	115	118	180	78	0	0	0	0		686