

TOWN OF FORT FRANCES

AGENDA - December 12, 2016

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 078) 5:30 PM

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof.**
4. **In-Camera:**
 - 4.1 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board:
Agency One Negotiations
 - 4.2 Personal matters about an identifiable individual, including municipal or local board employees: Appointment to Boards & Committees
5. **Public Session Resumes in Council Chambers:**
6. **Council Reports on Board & Committee Activity:**
 - 6.1 Mayor R. Avis - Verbal Update
Councillor J. Albanese - Verbal Update
Councillor W. Brunetta - Verbal Update
Councillor J. Caul - Verbal Update
7. **Consent Agenda:**
 - 7.1 Committee of Adjustment application for rezoning part of 200 McIrvine Road from Open Space to Institutional 6
- approval of this report will agree to the recommendation of the Committee of Adjustment which will allow the property at 200 McIrvine Road be rezoned from Open Space/Institutional to Institutional for further development.
 - 7.2 Water Service Installation Delays - 832 Huffman Court 7 - 8
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to reimburse Mr. Cawston for 2 hour of equipment time at \$250.00 per hour plus HST for delays to allow the Town forces to investigate the issue with his

		Page
	water service at 832 Huffman Court.	
7.3	Updated Agreement with Kenora Central Ambulance Communications Centre (CACC) - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee which directs preparation of a new agreement and authorizing by-law with the Kenora Central Ambulance Communications Centre, Lake of the Woods District Hospital for signing by Mayor and Clerk.	9
7.4	Updating Asset Management Plan (AMP) - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to support the updating of the existing Asset Management Plan beginning in January 2017 as outlined in this report.	10 - 14
7.5	Legion Auxiliary Fundraising Committee - Sponsorship request - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize a donation in the amount of \$100.00 to the Royal Canadian Legion Ladies Auxiliary Branch #99 Pre-Grammy Awards Gala event. Further, any Council members who wish to attend shall purchase their own individual tickets.	15 - 19
7.6	B93.1 The Border (CFOB) Advertising Request - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the purchase of twenty-five 15 second Holiday Greeting ads to be aired on B93.1 The Border from December 20-31, 2016 at a cost of \$249.00 plus HST.	20 - 21
7.7	Request for Reconsideration - Minutes of Settlement (502 Flinders Avenue and 1250 Cornwall Avenue) - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Minutes of Settlement for properties located at 502 Flinders Ave and 1250 Cornwall Ave N. in Fort Frances for the 2016 taxation year.	22 - 27
7.8	Request for Reconsideration - Minutes of Settlement (335 Scott Street) - 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 335 Scott Street in Fort Frances for the 2016 taxation year.	28 - 31

	Page
7.9 D. Brown, CAO - Purchase Card Expenses	32 - 35
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the purchase card expenses for D. Brown, CAO in the total amount of \$10.92 as detailed in this report.	
7.10 Reserves for Working Capital	36 - 39
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to authorize increasing the Reserve for Working Capital to a maximum of \$1000000.00 for December 31, 2016 by way of using the prior year surplus of \$117,932.01 and current year surplus of \$146,162.94.	
7.11 International Early Iron Car Club Request	40 - 41
- approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse the accommodations for the International Early Iron Car Club as outlined in this report.	
7.12 Student Wages Rates	42 - 44
- approval of this report will agree with the recommendation of the Community Services Executive Committee to endorse the student wage table provided in response to increased minimum wages provincially.	
7.13 Donation of Russel Bros. logging tugboat	45 - 46
- approval of this report will agree to the recommendation of the Community Services Executive Committee to accept the donation of the tugboat, approve expenditure of US \$500.00 from museum donation funds for transportation charges and further that approval be provided to store the tugboat on public works property.	
7.14 Dial A Ride Agreement	47 - 51
- approval of this report will agree to the recommendation of the Community Services Executive Committee to sanction the revised agreement renewal with 539989 On. Ltd. (North-Air Services) to provide Dial-A-Ride services with zero percent (0%) increase to the existing fee structure as provided and authorize the preparation and execution of a by-law.	
8. <u>Administration and Finance Division:</u>	
8.1 Alternative Voting Methods for 2018 Municipal Elections	52 - 54
- this report is provided to Council as information only. The matter	

	Page
will be revisited in the New Year, after which Council will be required to make a decision related to the use of alternative voting in the 2018 Municipal Elections.	
8.2 Choice of Electoral Systems for 2018 Municipal Elections - this report is provided to Council as information only. The matter will be revisited in the New Year, after which Council will be required to make a decision related to the use of Ranked Ballot voting in the 2018 Municipal Elections.	55 - 57
8.3 Mayor Avis - Breakfast Meeting Expense Claim - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Schedule D entertainment expense reimbursement in the amount of \$57.95 for a breakfast meeting to discuss various matters with the Honourable Bill Mauro, Minister of Municipal Affairs held on November 7, 2016 in Fort Frances.	58 - 60
8.4 Councillor Perry - NOMA Executive Meeting Per Diem Claim - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem claim in the amount of \$225.00 as submitted by Councillor Perry for his attendance at NOMA Executive meeting held in Thunder Bay on November 23, 2016.	61 - 62
8.5 Councillor Brunetta - NOMA Executive Meeting Per Diem Claim - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem claim in the amount of \$225.00 as submitted by Councillor Brunetta for her attendance at NOMA Executive meeting held in Thunder Bay on November 23, 2016.	63 - 64
9. <u>General:</u>	
9.1 Rainy River District Municipal Association (RRDMA) Nominations	
9.2 Amend Attendance at Rural Ontario Municipal Association (ROMA) Conference scheduled for January 29-31, 2017 in Toronto.	
10. <u>Information:</u>	
10.1 Building Statistics - November 2016	65 - 66
10.2 Operations Statistics - Public Works Division (June 2016 and July 2016)	67 - 75
10.3 Aircraft Landings & Airport Fuel Sales as of December 2, 2016	76 - 77

	Page
10.4 By-law Enforcement Quarterly Activities Report	78 - 82
10.5 Fort Frances Fire & Rescue Service - November 2016 Activity Report	83
10.6 Municipal Tax Equity (MTE) Consultants Inc. - Multi-Residential Update	84 - 85
10.7 Administration & Finance Department Stats as of November 30, 2016	86 - 87
10.8 Budget to Actual as of November 30, 2016	88 - 96
- General Fund	
- Water & Sewer	
- Capital	
11. <u>Non-agenda items:</u>	
12. <u>ADJOURNMENT</u>	

Date: December 6, 2016

Report To: Mayor & Council

From: Tyson Dennis, Chief Building Official/Municipal Planner and
Secretary/Treasurer of the Committee of Adjustment

Re: **Committee of Adjustment application for Re-Zoning part of 200
McIrvine from Open Space to Institutional**

There was an application submitted to the Committee of Adjustment for rezoning of a portion of 200 McIrvine Road. This area is zoned Institutional and Open Space. The application is to make all the area at 200 McIrvine zoned Institutional.

The Planning & Development Executive Committee reviewed the Committee of Adjustment recommendation at their meeting on December 5, 2016. The land is a great area for future development, meets the Official Plan zoning and the area is only a piece of the entire land that now has the water treatment and water tower on the property which already is zoned Institutional. The Committee of Adjustment recommends the re-zoning application to move forward and allow the land to be zoned entirely Institutional.

Respectfully submitted,

Original Signed By

Tyson Dennis

Chief Building Official/Municipal Planner and Secretary/Treasurer

Council approval of this report will: allow the property at 200 McIrvine Road be zoned from *Open Space/Institutional* to *Institutional* for further development.

December 7, 2016

Report to: Mayor and Council

From: Travis Rob, Manager of Operations & Facilities

RE: Water Service Installation Delays – 832 Huffman Court

At the November 14, 2016 meeting of Council a letter from Mr. Murray Cawston was referred to the Operations and Facilities Executive Committee where Mr. Cawston was requesting compensation for 5 to 6 hours of delay in the installation of the water and sewer services to his new dwelling being constructed at 832 Huffman Court. Attached to this report is a report from Mr. Doug Herr, Environmental and Facilities Superintendent outlining the work completed at that site by the water distribution operators during the installation of the services.

There was an issue at this property with the corporate stop which was resulting in a low flow condition at the curbstop. The Town forces asked the property owner and operator to hold off on backfilling around the curbstop so that the issue could be investigated. During this time other works were being completed on site, such as the installation of the sanitary sewer service. Further there is a required connection inspection to be completed by the water distribution operators as well as a service inspection to be completed by the Chief Building Official. Both of these inspections are completed as soon as either party is available and the Chief Building Official has completed connection inspections in the past when the distribution operators are unavailable to limit the delay in construction. There is some delay to be expected in having these inspections completed depending on staff availability. Both inspections were completed as soon as practicable after notification by the contractor.

Typically the installation of services such as these would require 7 to 8 hours to complete depending on the situation, far more than the 4.5 to 5.5 that Mr. Cawston is alleging in his letter. It should also be noted that during the excavation of the water service, the Town curbstop was hit by the contractor working for Mr. Cawston and the box was bent. No costs were borne by the property owner or contractor for this damage.

After the determination of the issue with the corporate stop the Town utilized the Hydro-vac truck to excavate to the main and repair the corporate stop alleviating the flow restriction experienced at this property so that the water service would be ready for connection once Mr. Cawston begins the construction of his new dwelling. This work was all completed at the expense of the Town.

In consideration of the facts detailed above and in the report submitted by Mr. Herr, it is the recommendation of the Operations and facilities Executive Committee that Mr. Cawston be reimbursed for 2 hour of equipment time at \$250.00 per hour plus HST for delays to allow the Town forces to investigate the issue with his water service at 832 Huffman Court.

Respectfully Submitted,



Travis Rob, EIT

Manager of Operations & Facilities

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that Mr. Cawston be reimbursed for 2 hour of equipment time at \$250.00 per hour plus HST for delays to allow the Town forces to investigate the issue with his water service at 832 Huffman Court.

2016DecCawstonServiceDelayHuffman



December 7, 2016

REPORT TO: Mayor & Council

FROM: Tyler Moffitt – Fire Chief/CEMC

SUBJECT: Agreement with Kenora Central Ambulance Communications Centre

History

The agreement with the Kenora Central Ambulance Communications Centre Lake of The Woods District Hospital was put in place for the provision of communication (call taking and alerting or dispatching) services to the Fort Frances and District Fire Service.

The previous agreement with the Kenora Central Ambulance Communications Centre Lake of The Woods District Hospital expired in December 2014.

Since its expiration, each of the Rainy River District 911 Partners' have continued to pay the Fire Service Call fee of \$40.00 for each fire service call received by the Kenora Central Ambulance Communications Centre Lake of The Woods District Hospital.

Under the terms of this new agreement, The **Fire Service Call Fees** will remain the same; the Term and Renewal shall commence on January 1, 2017, (with a remaining term of 2.25 years), and expire at 11:59 p.m. on March 31, 2019.

The Administration & Finance Executive Committee considered this matter at the December 6, 2016 meeting and recommended bringing the new agreement forward at the next Council meeting.

Regards,

Tyler Moffitt – Fire Chief/CEMC

Council's approval of this report will direct preparation of a new agreement and authorizing by-law with the the Kenora Central Ambulance Communications Centre Lake of The Woods District Hospital for signing by Mayor and Clerk.

November 29, 2016

Report To: Mayor & Council

From: Doug Brown, Manager Operations & Facilities

SUBJECT: Updating Asset Management Plan (AMP)

What is Asset Management Planning? In a nutshell, it is the process of making the best possible decisions regarding the building, operating, maintaining, renewing, replacing and disposing of infrastructure assets. The main objective is to maximize benefits, manage risk and provide satisfactory levels of service to the public in a sustainable manner. See attached an overview of Asset Management Plan & Asset Management.

Background Information

Back in February of 2016, Administration applied and received funding under the MFOA assistance program for Asset Management Planning review whereby an AMP expert was engaged to review the Town's AMP. This AMP expert assessed the state of the Town's current Asset Management Plan (dated December 2013) & the Asset Management Planning process, to identify gaps in the existing AMP and develop a "next steps" work plan to make improvements to the plan. Dan Wilson of CN Watson & Associates was tasked with the Town's file. During the month of June, Travis Rob completed all of the requisite self-assessment tool forms for all the Town's assets. Please find attached the scoring report prepared by Dan Wilson, which is posted on the MFOA webpage.

The Town received an overall score of 32%, which was not a surprise to administration. Back in 2013, the Town retained Public Sector Digest (PSD), purchasing their computer software package (at an approximate cost of \$48,000) to complete the AMP requirements as outlined in the "*Building together Guide for Municipal Asset Management Plans*" (5 main assets; Roads, Bridges, Water, Wastewater & Social Housing). Since that time the Town has been unable to free up the appropriate manpower resources necessary to dedicate to the

maintenance of the plan. Basically we have a 2013 AMP in place in 2016. However, the Town since 2013 has been in a position to continue to apply and receive funding for capital projects because an AMP has been in place. Kenora is in a similar situation and has recently retained Public Sector Digest to update their AMP under a “roadmap” initiative.

Recently under the *Infrastructure for Jobs and Prosperity Act, 2015*, the provincial government has prepared a draft regulation on Municipal Asset Management Planning. The draft regulation, which was circulated in the summer of 2016 allows Municipalities an opportunity to provide feedback and receive clarification on the draft document. In July of 2016, Travis Rob and Dawn Galusha attended a session in Dryden on the draft AMP regulations. Attached is a copy of this draft regulation provided for your review. It is the Town’s understanding that the AMP regulation will become law sometime prior to March 31, 2017, whereby the Town’s AMP must be up-dated to meet the new regulation by March 31, 2018.

On another front, the Town currently receives \$463,000 in funding from the Federal Gas Tax (FGT) revenue program where one of the requirements for receiving this annual funding is that **all** assets (not just the 5 main assets outlined above) must be incorporated in the AMP. The funding under the FGT revenue program can be utilized to up-date the AMP to meet the new regulations and our obligations. See attached the last email dated May 18, 2016 from Judy Dezell of AMO in regards to FGT funding and municipal obligations.

Updating and maintaining the AMP is a corporate wide initiative, as a result a small AMP taskforce group, which was formed to review the present state of the AMP, review the MFOA report and highlight the challenges going forward. The AMP taskforce group consists of Travis Rob, Laurie Lindberg, Dawn Galusha, Trisha Law, Jason Kabel and myself. The taskforce has met several times over the course of the summer and fall to discuss the current state of our AMP, how it is presently being managed (or lack of) and what is the best method to manage the AMP going forward with all the new changes. Members of the taskforce group talked to Kenora staff on how they were moving their AMP forward to meet the new regulations and also received overview training on the existing PSD software programs.

The following challenges were identified;

- 1) Currently limited manpower resources available to be dedicated to maintaining and updating the AMP on a continuous basis.
- 2) Two asset registers being maintained – GIS (ERSI) and USTI – ASSIT – Fixed assets – not linked and no interaction with PSD software computer programs.
- 3) Implementation of the new financial software by January of 2017.
- 4) AMP not being incorporated into the budget process.
- 5) No policies in place in regards to the level of services for assets.
- 6) Missing Assets in current AMP such as; Cemeteries, Street lighting, Memorial Sports Centre, Parks, Fleet etc...
- 7) Will need an up-dated AMP in place by March 31, 2018

Once the MFOA report was received, and as a result all these recent regulatory changes to the AMP program in Ontario, and through discussions with Kenora's administration, the AMP taskforce has obtained a similar quotation from Public Sector Digest to complete a "road map" AMP initiative, whereby the Town's AMP will be overhauled in accordance with all applicable regulations; staff will be properly trained to maintain and keep current the AMP; one or two asset registers will be maintained throughout the corporation; and going forward the AMP will be incorporated into the budget process and the level of services for each asset be established by the Council.

The PSD road map proposal will be completed over a two year, (2017 & 2018) period. In addition, the Town will be applying for funding for a recent engineering graduate under the NOHFC internship program to assist with this AMP updating process. The Town is eligible to receive \$ 31,500 per year to go towards funding for this p/t internship position. This is the same funding program by which Trish Law & Travis Rob were initially retained.

Presently, the task of providing locates for the Town's water distribution system, sanitary sewer collection network and storm sewer infrastructure under the Ontario -1-Call program has been assigned to the Engineering area of the O & F Division primarily handled by the GIS expert & GIS Summer student positions. Going forward this task will be reassigned to the water and waste water dept.

once a vacant OIT position is filled in order to free up time for the GIS expert position (Trisha Law) to update the PSD database. For example, over the previous 4 years approximately 24,000 meters of sanitary sewer piping has been CCTV inspected wherein the new condition data has not been transferred into the PSD database. Presently this task is not being completed.

The AMP taskforce is of the opinion that purchasing the PSD computer city wide suite back in 2013 was an appropriate solution, however the Town has never been in a position to fully manage it going forward. At this time, external assistance is required to achieve full compliance, and to ensure that existing staff are fully trained to maintain the AMP so that it is always current. In 2017 these expenditures will not be included in the operating budget and will be funded using a portion of the FGT revenue.

The Administration & Finance Executive Committee recommends the following;

- 1) That updating of the existing AMP will commence in January of 2017 where this expenditure will be budgeted as a capital item and funded using Federal Gas Tax revenue.
- 2) That the Town retained Public Sector Digest as outlined in their proposal dated November 30, 2016 over a two year period, (2017 & 2018) at a total estimated cost of \$ 182,659.20 which includes the town's portion of the HST. The 2017 expenditure is estimated to be \$ 136,358.40.
- 3) Administration will make application under the NOHFC internship program where the temporary position of an engineering graduate would commence on May 1st, 2017 and work for a two year period to assist with updating the AMP. The Town's 2017 net cost for this temporary position is estimated at \$18,588.34 and the Town can utilize FGT revenue funds to support this position.
- 4) That the GIS expert be utilized to update the current asset register and ensure that ongoing condition rating information is up-loaded into the PSD computer software programs.

Respectfully submitted,



Doug Brown, CAO

Council approval of this report will ensure the following:

- 1) That updating of the existing AMP will commence in January of 2017 where this expenditure will be budgeted as a capital item and funded using Federal Gas Tax revenue;
- 2) That the Town retained Public Sector Digest as outlined in their proposal dated November 30, 2016 over a two year period, (2017 & 2018) at a total estimated cost of \$ 182,659.20 which includes the town's portion of the HST. The 2017 expenditure is estimated to be \$ 136,358.40.
- 3) Administration will make application under the NOHFC internship program where the temporary position of an engineering graduate would commence on May 1st, 2017 and work for a two year period to assist with updating the AMP. The Town's 2017 net cost for this temporary position is estimated at \$18,588.34 and the Town can utilize FGT revenue funds to support this position.
- 4) That the GIS expert be utilized to update the current asset register and ensure that ongoing condition rating information is up-loaded into the PSD computer software programs.

2016NovAssetManagementPlan



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/117**

TO: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: December 7, 2016
SUBJECT: Royal Canadian Legion Ladies Aux Pre-Grammy Awards Gala

BACKGROUND

At the November 28th, 2016 Council Meeting, the request for sponsorship received from C. McDougall, Royal Canadian Legion Ladies Aux. Branch #29 Fundraising Committee Pre-Grammy Awards Gala was referred to the Administration & Finance Executive Committee for recommendation.

The Royal Canadian Ladies Aux. Branch #29 are hosting a Pre-Grammy Awards Gala event on February 11, 2017. This February event is planned to raise funds to continue to help those in need in our community and to purchase new chairs for the Legion Ladies Auxiliary Hall. Sponsorship opportunities range from Entertainer of the Year Sponsor of \$1,000 to Song of the Year Sponsor of \$250.00 as well as silent auction and charitable donations. Tickets are \$50.00 per person and tickets are included in the sponsorship levels as noted in the attached information.

Recommendation

The Administration & Finance Executive Committee recommends that Council authorize a donation in the amount of \$100.00 and if any Council members who wish to attend the gala event shall purchase their own individual tickets.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to authorize a donation in the amount of \$100.00 to the Royal Canadian Legion Ladies Auxiliary Branch #99 Pre-Grammy Awards Gala event. Further, any Council members who wish to attend shall purchase their own individual tickets.

The Royal Canadian Legion Ladies Aux. to Br. 29

Pre-Grammy Awards Gala



Dear Friend of the Community,

The Legion Ladies Auxiliary Br. #29 is trying to raise funds to purchase new chairs for the hall and to continue to support many local community programs.

As you probably know, we provide monthly suppers for the community and cater many funerals in our hall, our chairs are in need of replacement to continue to provide comfort and safety to our patrons. The Royal Canadian Legion Ladies Auxiliary Br. #29 also raises funds to support our local veterans, health facilities and programs, school activities, and bursaries. Also, sponsorship of the Cadets, Local and Provincial Youth sport activities, Youth summer camp programs as well as several other local charitable organizations. Unfortunately, without the support of our community, our continued support would not be possible. Therefore, a February event is planned to raise funds to continue to help those in need in our community, and to purchase new chairs for the Legion Ladies Auxiliary Hall.

Volunteers of the Royal Canadian Legion Ladies Auxiliary Br. #29 have come together to host a 'Pre-Grammy Awards Gala' fundraising dinner at the Royal Canadian Legion on February 11, 2017. As a respected member of the community, if you would like to contribute to this worthy cause, you will find an enclosed list of sponsorship opportunities created exclusively for the night of the Gala. All contributions are welcome and we would be happy to work with you to find the perfect combination of giving and/or sponsorship. Your support of this fundraiser would be greatly appreciated. Thank you for your kind consideration.

Sincerely,

Christina McDougall

Legion Ladies Aux. Fundraising Committee
P.O. Box 92
Fort Frances, Ontario P9A 3M5
Phone : 807-271-4292
Email : me5679@hotmail.com

You are cordially invited to

The Royal Canadian Legion Ladies Aux. Br. #29

PRE-GRAMMY AWARDS GALA

This will be an elegant fundraiser featuring a cocktail reception, dinner, live entertainment, raffles, and silent auctions.

Saturday, February 11, 2017

**To be held at the
Royal Canadian Legion
250 Church St. Fort Frances, On**

TICKETS: 50.00 Per Person

Cocktail & Appetizer Reception 5:30 p.m.

Silent Auction, cash bar and raffles.

Dinner 7:00 p.m.

Dinner featuring Chicken Oscar, Baby Potatoes, Roasted Vegetables, Spinach Salad & Dessert

* FORMAL ATTIRE FOR EVENT OPTIONAL *

LIMITED SEATING

R.S.V.P. by January 15, 2017

Royal Canadian Legion Ladies Aux. Br. #29
Christina McDougall, Fundraising Committee
(807) 271-4292 • email: me5679@hotmail.com
P.O. Box 92 Fort Frances, ON P9A 3M5



SEE ENCLOSURE FOR SPECIAL SPONSORSHIP OPPORTUNITIES

The Royal Canadian Legion Ladies Aux. Br. #29
Pre-Grammy Awards Gala

Sponsorship
OPPORTUNITIES

ENTERTAINER OF THE YEAR SPONSOR \$1000

Includes a reserved table with your Logo/Name · (8) VIP tickets to the Pre-Grammy Gala · Public recognition in media · Logo/Name on printed materials including Red Carpet Backdrop and Programs

ALBUM OF THE YEAR SPONSOR \$750

Includes a reserved table with your Logo/Name · (6) VIP tickets to the Pre-Grammy Gala · Public recognition in media · Logo/Name on printed materials including Programs

RECORD OF THE YEAR \$500

Includes (4) tickets with reserved seating to the Gala , and your Logo/Name in the event program

SONG OF THE YEAR \$250

Includes (2) tickets with reserved seating to the Gala, and your Logo/Name in the event program

Other **OPPORTUNITIES**

SILENT AUCTION DONATION

Donate an item to be auctioned at the Gala Dinner.

We kindly ask that auction items have a min. value of \$100.00. All donated items will be prominently displayed throughout the event with a sign bearing your company name and/or logo.

CHARITABLE DONATION

Support the Legion Ladies Aux. Br. #29 with a monetary donation

**“After Party”
EVENT**



During the Gala, you will have an opportunity to buy a chance at winning a

COOLER FULL OF BOOZE!

Only 40 Tickets will be sold, first come first serve!

The Royal Canadian Legion Ladies Aux. Br. #29

Pre-Grammy Awards Gala

◆.....◆

R.S.V.P.

LIMITED SEATING • R.S.V.P. by January 15, 2017

Contact/Donor Name: _____

Company: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Email: _____

Phone: _____ Numbers of Guests: _____ @ 50.00 each = _____

(If purchasing individual tickets only)

SPONSORSHIP OPPORTUNITIES

☐ ENTERTAINER OF THE YEAR \$1000 ☐ RECORD OF THE YEAR \$500

☐ ALBUM OF THE YEAR \$750 ☐ SONG OF THE YEAR \$250

DONATION OPPORTUNITIES

☐ Monetary Donation \$ _____

☐ Silent Auction Donation _____

Description: _____

Value of donated item: \$ _____

Please mail this completed form and payment to:

Royal Canadian Legion Ladies Aux. Br. #29
c/o Christina McDougall, Fundraising Committee
P.O. Box 92, Fort Frances, Ontario P9A 3M5
Phone: 807-271-4292
Email: me5679@hotmail.com

Please make checks payable to:

Royal Canadian Legion Ladies Auxiliary Br #29

Please Note: Items to be auctioned can be arranged to be picked up by calling Christina McDougall @ 807-271-4292 or Leslie Bell @ 807-275-7263, but no later than January 15, 2017.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/118**

TO: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: December 7, 2016
SUBJECT: B93.1 the Border (CFOB Fort Frances) Christmas Advertising Request

BACKGROUND

At the November 28th, 2016 Council Meeting, the request for Christmas radio advertising received from B93.1 the Border (CFOB Fort Frances) was referred to the Administration & Finance Executive Committee for recommendation.

B93.1 the Border (CFOB Fort Frances) advertising request consideration of either 45 - 15 second holiday greetings aired December 12th to December 3st at a cost of \$349 or 25 – 15 second holiday greetings aired December 20th to December 3st at a cost of \$249.

Recommendation

The Administration & Finance Executive Committee recommends that Council approve the purchase of 25 – 15 second Holiday Greeting to be aired on B93.1 The Border from December 20 to 31, 2016 at a cos of \$249.00 plus HST.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the purchase of twenty-five 15 second Holiday Greeting ads to be aired on B93.1 The Border from December 20 to 31, 2016 at a cos of \$249.00 plus HST.

Radio Christmas Cards



SEASON'S GREETINGS AND HAPPY NEW YEAR!!

EXTEND WARM HOLIDAY WISHES TO YOUR FAMILY, FRIENDS AND CUSTOMERS.

**45 Customized Holiday Greetings
(Dec 12 to Dec 31)
\$349**

**25 Customized Holiday Greetings
(Dec 20 to Dec 31)
\$249**

HST Extra
All Holiday greetings are 15 seconds each.
Space is limited!





**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/115**

TO: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: December 6, 2016

SUBJECT: Request for Reconsideration M.O.S.
SUBJECT: Request for Reconsideration M.O.S.
RE: 502 Flinders Ave (2016) Roll# 5912-010-004-13232-0000
 1250 Cornwall Ave N. (2016) 5912-010-007-26500-0000

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. **502 Flinders Ave – Residential (RT) CVA of 275,000 reduced to CVA of 227,000 for 2016 taxation year resulting from changed value due to condition of structure(s)**
2. **1250 Cornwall Ave N. – Residential (RT) CVA of 106,900 and Commercial (CT) CVA of 22,100 change to all Residential (RT) CVA of 129,000 for 2016 taxation year resulting from change in property use.**

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

That total financial impact of the Minutes of Settlement is \$1,461.81 consisting of a reduction of municipal revenue of \$1,152.34 and education revenue of \$309.47 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 properties located at 502 Flinders Ave and 1250 Cornwall Ave. N. 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 properties located 502 Flinders Ave and 1250 Cornwall Ave. N. at in Fort Frances for the 2016 taxation year.

2016 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS

Batch #	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	Capping Adjust	Penalty/Interest	BIA	TOTAL
	2016	1.4.13232	-48,000	RTEP	0.01654275	0.00188	-794.05	-90.24								-884.29
	2016	1.7.265	-22,100	CT	0.03275463	0.01180	-723.88	41.55				-260.78				-984.66
	2016	1.7.265	22,100	RTEP	0.01654275	0.00188	365.59									407.14
							-358.29	41.55	0.00	0.00	0.00	-260.78	0.00	0.00	0.00	-577.52
					Total M.O.S.		-1,152.34	-48.69	0.00	0.00	0.00	-260.78	0.00	0.00	0.00	-1,461.81



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

Request for Reconsideration Property Assessment Notice Minutes of Settlement **2016** Tax Year

ARTHUR FREDERIC SCHEIRER
MARGARET MARY SCHEIRER
502 FLINDERS AVE
FORT FRANCES ON P9A 3S4



Questions?

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

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

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

Roll number 59-12-010-004-13232-0000
Property location and description 502 FLINDERS AVE
RP 48R875 PART 7 PCL BLK K-10
Municipality Town of Fort Frances

Current Property Assessment

Property Classification	Effective Date	2008 Assessed value	2012 Assessed value	Phase-In Assessment for Taxation Years
				2016
Residential (RT)	January 01, 2016	\$223,000	\$275,000	\$275,000
Total		\$223,000	\$275,000	\$275,000

Revised Property Assessment

Property Classification	Effective Date	2008 Assessed value	2012 Assessed value	Phase-In Assessment for Taxation Years
				2016
Residential (RT)	January 01, 2016	\$223,000	\$227,000	\$227,000
Total		\$223,000	\$227,000	\$227,000

Reason(s) why your property assessment changed

- Changed value due to condition of structure(s)

Please check the appropriate box and sign below

☒ accept my revised assessment

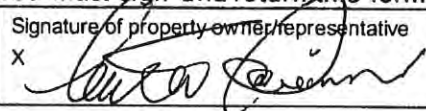
or

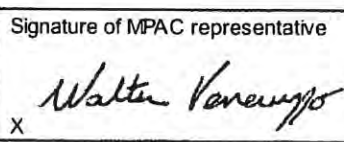
☐ reject my revised assessment.

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

- I understand that if I accept the recommendation;
 - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
 - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
 - my property assessment will remain unchanged for the current year; and
 - I have the option of appealing to the Assessment Review Board by January 04, 2017.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

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

Signature of property owner/representative X 	Print Name X ARTHUR SCHEIRER	Date (yyyy/mm/dd) OCT 5 th 2016
---	---------------------------------	---

Signature of MPAC representative X 	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2016/09/26
--	--	---------------------------------

Objection by Municipality

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

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

Last date for a Municipal Appeal: February 21, 2017

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

Tax Year: 2016 Roll Number: 59-12-010-004-13232-0000

 **ARTHUR F SCHEIRER**
502 FLINDERS AVE
FORT FRANCES ON
P9A 3S4



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

**Request for Reconsideration
Property Assessment Notice
Minutes of Settlement 2016 Tax Year**

Questions?

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

DIANNE FERN HOFFMAN
DONNA FAYE LAW
1248 CORNWALL AVE N
FORT FRANCES ON P9A 3H2

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

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

Roll number

59-12-010-007-26500-0000

Property location and description

1250 CORNWALL AVE N
PT SW 1/4 SEC 28 PCL 12499

Municipality

Town of Fort Frances

Current Property Assessment

Property Classification	Effective Date	2008 Assessed value	2012 Assessed value	Phase-In Assessment for Taxation Years 2016
Commercial (CT)	January 01, 2016	\$68,300	\$22,100	\$22,100
Residential (RT)	January 01, 2016	\$84,700	\$106,900	\$106,900
Total		\$131,000	\$129,000	\$129,000

Revised Property Assessment

Property Classification	Effective Date	2008 Assessed value	2012 Assessed value	Phase-In Assessment for Taxation Years 2016
Residential (RT)	January 01, 2016	\$78,076	\$129,000	\$129,000
Total		\$78,076	\$129,000	\$129,000

Reason(s) why your property assessment changed

• Change in property use

Please see reverse

Please check the appropriate box and sign below

☒ accept my revised assessment

or

☐ reject my revised assessment.

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

- I understand that if I accept the recommendation;
 - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
 - If I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
 - my property assessment will remain unchanged for the current year; and
 - I have the option of appealing to the Assessment Review Board by November 09, 2016.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

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

Signature of property owner/representative X <i>Donna Faye Law</i> <i>Dianne Fern Hoffman</i>	Print Name X <i>DONNA FAYE LAW</i> <i>DIANNE FERN HOFFMAN</i>	Date (yyyy/mm/dd) <i>2016/10/26</i> <i>2016/10/26</i>
Signature of MPAC representative X <i>Walter Veneruzzo</i>	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2016/08/01
Objection by Municipality		
Municipal Signature X	Print Name X	Date (yyyy/mm/dd)

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

February 21, 2017

Last date for a Municipal Appeal:

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

Tax Year: 2016 Roll Number: 58-12-010-007-26500-0000



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/121**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 7, 2016
SUBJECT: Request for Reconsideration M.O.S.
RE: 335 Scott Street (2016) Roll# 5912-020-002-04200-0000

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 property:

1. **335 Scott Street – Commercial (CT) CVA of 187,000 reduced to Commercial (CT) CVA of 174,000 for 2016 taxation year resulting from updated commercial/industrial building value.**

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 \$579.21 consisting of a reduction of municipal revenue of \$425.81 and education revenue of \$153.40 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 335 Scott Street 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 335 Scott Street in Fort Frances for the 2016 taxation year.

2016 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS

Batch #	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	Capping Adjust	Penalty/Interest	BIA	TOTAL
	2016	2.2.042	-13,000	CT	0.03275463	0.01180	-425.81	0.00	0.00	0.00	0.00	-153.40	0.00	0.00	0.00	-579.21
Minutes of Settlement							-425.81	0.00	0.00	0.00	0.00	-153.40	0.00	0.00	0.00	-579.21



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

Request for Reconsideration
Property Assessment Notice
Minutes of Settlement 2016 Tax Year

777714 ONTARIO LIMITED
335 SCOTT ST
FORT FRANCES ON P9A 1H1

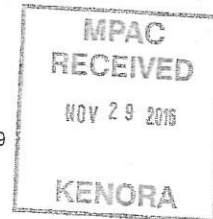
Questions?

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

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

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

Owner name(s) 777714 ONTARIO LIMITED
Roll number 59-12-020-002-04200-0000
Property location and description 335 SCOTT ST
PLAN ALB E1/2 LOT 358 PCL 8509
Municipality Town of Fort Frances



Current Property Assessment

Property Classification	Effective Date	2008 Assessed value	2012 Assessed value	Phase-In Assessment for Taxation Years 2016
Commercial (CT)	January 01, 2016	\$158,000	\$187,000	\$187,000
Total		\$158,000	\$187,000	\$187,000

Revised Property Assessment

Property Classification	Effective Date	2008 Assessed value	2012 Assessed value	Phase-In Assessment for Taxation Years 2016
Commercial (CT)	January 01, 2016	\$158,000	\$174,000	\$174,000
Total		\$158,000	\$174,000	\$174,000

Reason(s) why your property assessment changed

- Updated commercial/industrial building value

Please see reverse

Please check the appropriate box and sign below

I ☒ accept my revised assessment

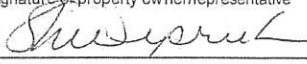

or

I ☐ reject my revised assessment.

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

- I understand that if I accept the recommendation;
 - the revised phased-in assessments will be used by my municipality to adjust my property taxes; and
 - if I have already filed an Appeal to the Assessment Review Board (ARB), my Appeal is withdrawn.
- I understand that if I reject the recommendation;
 - my property assessment will remain unchanged for the current year; and
 - I have the option of appealing to the Assessment Review Board by February 24, 2017.
- I understand that a supplementary or omitted assessment may be made for any changes to the property not yet assessed.

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

Signature of property owner/representative X 	Print Name X SHELLEY WEPPIK	Date (yyyy/mm/dd) 23/11/2016
Signature of MPAC representative X 	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2016/11/16
Objection by Municipality		
Municipal Signature X	Print Name X	Date (yyyy/mm/dd)

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

Last date for a Municipal Appeal: March 4, 2017

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

Tax Year: 2016 Roll Number: 59-12-020-002-04200-0000



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/114**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 7, 2016
SUBJECT: D. Brown, CAO – Purchase Card Expense

BACKGROUND

Attached are copies of almanac purchase card credit in the amount of (6.65) and Schedule “D” Entertainment Expense purchase card expenses for Doug Brown, CAO in the amount of \$17.57 for the luncheon meeting with the Waste Diversion Ontario auditor held on November 2, 2016 for Council approval.

RECOMMENDATION

The Administration & Finance Executive Committee recommend that Council approves the purchase card expenses for Doug Brown, CAO in the total amount of \$10.92 as detailed in this report

Council Approval of This Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve the purchase card expenses for Doug Brown, CAO in the total amount of \$10.92 as detailed in this report.

DOUG BROWN

CREDITS
\$6.65PURCHASES
\$17.57CASH ADV
\$0.00TOTAL ACTIVITY
\$10.92 AGENDA ITEM #7.9

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-21	10-20	74492156294894302387817	YANKEE ALMANAC 4029357733 NH (FOREIGN CURRENCY) 4.95- USD 10/21 (RATE) 1.3434	6.65 CR
11-03	11-02	74703416308000982285175	SUBWAY # 26269 FORT FRANCES ON	17.57

→ took out PWC Auditor for lunch charge to G 351-1400-1471
(lost receipt) 2015 Waste Diversus Ontario Datacall audit

←
Credit to

G 313-1316-1523

TOWN OF FORT FRANCES - SCHEDULE "C"
TRAVEL ADVANCE REQUEST

Name	Purpose of Travel
Location of Event	Dates
Signature of Division Manager	
Amount of Travel Advance	
Treasurer Signature	G.L. Code G 351- 1400 - 1471

Agenda Must be Attached to Process Payment of Advance

Please include completed Travel expense statement (schedule B) so as to
properly account for the HST

TOWN OF FORT FRANCES - SCHEDULE "D"
ENTERTAINMENT EXPENSE REIMBURSEMENT FORM

Name <i>Doug Brown</i>	Date <i>Nov 2/16</i>
Names, Position, and Organization of Individuals Being Entertained	
1. <i>MAX GALLOP- Price water house coopers - 2015 WDO Auditor</i>	
2.	
3.	
4.	
Purpose of Entertainment <i>Bought lunch for Max, 1st time in Fort Frances worked two half days with Max on the WDO 2015 Datacube audit.</i>	
Amount Claimed <i>17.57</i>	
Treasurer Signature	Date

An itemized receipt must be attached to process payment

**** DUPLICATE ****

Subway#26269-0 Phone 807-274-4035
 540 kingshighway HST 134686237
 FORT FRANCES, ONTARIO, P9A-2T1
 Served by: Diana 11/2/2016 1:56:26 pm
 Term ID-Trans# 1/A-154862

Customer Receipt
 GST# 134686237

Qty	Size	Item	Price
1	12"	Roast Beef Sub	\$8.25
1	6"	Turkey Sub	\$5.25
1		Muffin Pastry	\$1.95

Sub Total	\$15.45
HST (13%)	\$2.01
Cash Rounding	-\$0.01
Total (Eat In)	\$17.45
Cash	\$50.00
Change	\$32.55

Call us with your Comments
 Phone (800)888-4848

Host Order ID: SPM20161102015626

How'd we do Get a Free Cookie! Take 1 min.
 Survey at www.TellSubway.com



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/119**

TO: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: December 7, 2016
SUBJECT: Reserves for Working Capital

BACKGROUND

During the Auditor's report to Council for the 2015 fiscal year-end, Jon Evans noted that the Town had a negative bank balance at December 31, 2015 and that consideration could be given to increasing the Reserves for Working Capital. Even though we did not experience a bank overdraft situation and there was a surplus of \$117,932, the payables transacted for year-end exceeded the outstanding receivables, which resulted in a negative cash flow position at year end.

One way to increase our Reserves for Working Capital, which has remained at \$735,905.05 since 2005, would be to allocate all or a portion of the 2015 surplus (\$117,932.01) to the Reserves for Working Capital Reserve.

Recommendation

The Administration & Finance Executive Committee recommends that Council authorize increasing the Reserve for Working Capital to a maximum of \$1,000,000.00 for December 31, 2016 by way of using the prior year surplus of \$117,932.01 and current year surplus of \$146,162.94.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to authorize increasing the Reserve for Working Capital to a maximum of \$1,000,000.00 for December 31, 2016 by way of using the prior year surplus of \$117,932.01 and current year surplus of \$146,162.94.

G/L ACCOUNT: G-L60-0790-0000
G
L60
0790
0000

RESERVES FOR WORKING CAPITAL
GENERAL FUND
RESERVES AND RESERVE FUND
RESERVES FOR WORKING CAPITAL
BLANK

ACCOUNT TYPE: LIABILITY

ALT.:

SUBSIDY:

ACTIVE: CURRENT YEAR PREVIOUS YEAR

CONSOLIDATION CODE: TRANSFER AT YEAR END:

NOTE:

CURRENT YEAR (2016)

PREVIOUS YEAR (2015)

OPENING BALANCE: 735,905.52-

OPENING BALANCE: 735,905.52-

CURRENT BALANCE: 735,905.52-

CURRENT BALANCE: 735,905.52-

ENTER: ☐
F1=GENERAL, F2=SUMMARY, F3=DETAIL, F4=EXIT, F5=BUDGET, F7=HARDCOPY, F8=INQUIRIES

G/L ACCOUNT: G-L80-0000-0000

G

L80

0000

0000

ACCUMULATED SURPLUS/DEFICIT

GENERAL FUND

ACCUMULATED SURPLUS/DEFICIT

BLANK

BLANK

ACCOUNT TYPE: LIABILITY

ALT.:

SUBSIDY:

ACTIVE: CURRENT YEAR PREVIOUS YEAR

CONSOLIDATION CODE:

TRANSFER AT YEAR END:

NOTE:

CURRENT YEAR (2016)

PREVIOUS YEAR (2015)

OPENING BALANCE: 2,212,223.12

OPENING BALANCE: 2,041,987.28

CURRENT BALANCE: 117,932.01-

CURRENT BALANCE: 2,212,223.12

ENTER: ☐

F1=GENERAL, F2=SUMMARY, F3=DETAIL, F4=EXIT, F5=BUDGET, F7=HARDCOPY, F8=INQUIRIES

G/L ACCOUNT: G-A10-0002-0001
 G
 A10
 0002
 0001

CIBC OPERATING ACCOUNT
 GENERAL FUND
 CASH/BANK
 OPERATING ACCOUNT
 CIBC

ACCOUNT TYPE: ASSET

ALT.:

SUBSIDY:

ACTIVE: CURRENT YEAR PREVIOUS YEAR

CONSOLIDATION CODE: TRANSFER AT YEAR END:

NOTE:

CURRENT YEAR (2016)		PREVIOUS YEAR (2015)	
OPENING BALANCE:	457,031.19-	OPENING BALANCE:	751,980.42
CURRENT BALANCE:	453,594.54	CURRENT BALANCE:	457,031.19-

ENTER: ☐

F1=GENERAL, F2=SUMMARY, F3=DETAIL, F4=EXIT, F5=BUDGET, F7=HARDCOPY, F8=INQUIRIES



REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Manager of Community Services

DATE: November 30, 2016

RE: International Early Iron Car Club Request – Allen Smith

At the November 7, 2016 meeting of the Community Services Executive Committee (CSEC) there was a request by the International Early Iron Car Club referred by Council that was reviewed by the CSEC committee with input to be provided by the Administration & Finance Executive Committee (attached). The committee felt that it would be appropriate to have Allen Smith, Club President present at the December 5th meeting of CSEC to respond to questions that were posed.

In discussions with Allen regarding the request, he forwarded the enclosed responses to the questions that arose at the Nov. 7th meeting. Administration and Finance Executive Committee (AFEC) responses are included.

#	Requested Assistance	TOFF Response	IEI Car Club Response	Status
1	1 or both indoor ice surfaces	52 Arena - Setup for Summer Programs and would interrupt this if we were to need it. IFK Arena - Hockey School is looking at Aug. 7-18, 2017 so IFK is a potential venue in case of inclement weather.	We could do without using 52 Arena. Main reason for need is the chance of bad weather and need to move some of events inside. We may not need the IFK but would like to have it available if ice is not going in as a backup plan.	✓
2	All parking lots	Still have to leave access for other patrons at MSC, can use west side of 52 Arena, west side of main parking lot, and south portion of library for overflow	This would be a big help as we plan to have 85 camper units as well as their tow vehicles. Is the south portion of library available as an overflow area if needed?	✓
3	Washrooms	No problem for having access to washrooms in 52 Arena	Thanks for the assistance with this item	✓
4	Shower facilities	No problems for having access to showers in dressing rooms of 52 Arena	Thanks for the assistance with this item as they will be staying 2 nights	✓
5	Auditorium	There is a wedding booked for Saturday night and usually give access to wedding party to setup after 12 noon on Friday	We should not need the Auditorium on Friday as they are all planned to be departing by noon on Friday. May have to provide a budget for this as we may be selling alcoholic beverages and that would be making money at the meet and greet on Wed night. As of now we are not planning to have alcoholic beverages as we do not have the manpower to provide this service.	✓

6	Kitchen upstairs(auditorium)	Same as above re wedding	We should not need the kitchen on Friday as they are all planned to be departing by noon on Friday We are planning to possibly having some type of food available at the meet and greet (pizza, cold cuts, etc) available on Wednesday evening. We should not need the auditorium on Thursday as other events are planned at other venues on Thursday. Would only be used as a backup plan on Thursday.	
7	Overnight custodian	Why the need for overnight custodian? Would have to pay for this staffing.	More for security for the participants and do not want to have any other persons in the Memorial Sportsplex area that is not a registered entrant for the Coasters event. Bob Green says that access can be limited to one door in/out and only main level access to 52 arena washrooms and showers as doors to IFK Arena and upstairs can be locked during the overnight use.	No
8	Council declaration	AFEC - To declare the week of July 16th as Canadian Coaster's 50th Anniversary Tour Week		✓
9	TOFF Souvenir pins	AFEC - To provide Town of Fort Frances souvenir pins		✓
10	Significant community event	AFEC - To declare the event as a significant event to enable access to any possible funding (Canada 150) and or sponsorship		✓

Outstanding Items


AFEC – all other financial requests will be forwarded to the 2017 budget process.

CSEC – an event budget is requested to assist with evaluation of the financial items.

Recommendation

The Community Services Executive Committee recommends to Mayor & Council to endorse the accommodations for the International Early Iron Car Club as stipulated.

Respectfully submitted,



Jason Kabel

Council approval of this report will endorse the accommodations for the International Early Iron Car Club as stipulated.



TO: Mayor Avis & Council

FROM: Jason Kabel, Manager of Community Services

DATE: December 1, 2016

SUBJECT: Student Wage Rates

Executive Summary

This report is regarding the entry-level hourly wage rates of student positions in the Community Services Division for high school and post-secondary positions.

Over the past year, managers of this division voiced concerns regarding their ability to recruit, retain, develop, and motivate quality student employees due to the narrowing gap between the general minimum wage and student wage rates for its high school and post-secondary positions. They also raised concerns about internal equity, due to the difference in wage rates between the two classes of student positions.

They have recommended an interim solution to alleviate their staffing struggles, which I support on the HR principles of attracting, retaining and developing qualified employees, and internal equity. Please see page 2 for their recommendation.

Background

The lowest class of high school student positions is the Student Arena Attendant. Although there is a student minimum wage in Ontario, the Town has historically anchored this wage rate to the General Minimum Wage ("the minimum wage") and has paid an additional premium of \$0.15/hour.

This premium was constant until recent years, but is now only \$0.02/hour higher than the minimum wage. This is because there have been three minimum wage increases since 2014, and the Town has not yet adjusted the wage rates of student employees in this division accordingly. Please see the attached chart on page 3, which illustrates past practice.

Last year, the Town's CAO directed that the gap traditionally maintained between the minimum wage and that of the Student Arena Attendant be reviewed and adjusted by \$1.00 per hour. A recommendation was presented to this Executive Committee in November 2015, and the Committee directed that the matter be held in abeyance.

High School Students

That the entry-level wage rates of high school positions be anchored to the minimum wage, with additional premiums per the following groupings; and that these rates shall increase naturally in equal proportion to future increases to the minimum wage:

1. Student Arena Attendant
 - a. Minimum wage +\$0.50/hour = \$11.90/hour
2. Summer Program Leader & Student Library/Museum/Marina Attendant
 - a. Minimum wage +\$1.00/hour = \$12.40/hour
3. Lifeguard - Bronze Cross certified
 - a. Minimum wage +\$1.35/hour = \$12.75/hour
4. Lifeguard - NLS certified
 - a. Minimum wage +\$2.60/hour = \$14.00/hour
5. Lifeguard – Instructor
 - a. Minimum wage +\$3.20/hour = \$14.60/hour
6. Lifeguard - Instructor, NLS certified
 - a. +\$3.30/hour = \$14.70/hour
7. Lifeguard - Senior Guard
 - a. +\$3.90/hour = \$15.30/hour

Post-Secondary Students

That the entry-level wage rates of post-secondary positions be anchored to Operations & Facilities division's Student Labourer rate, with additional premiums per the following groupings:

1. Summer Program Leader & Student Library/Museum/Marina Assistant
 - a. + \$0.00/hour = \$16.24/hour
2. Lifeguard – Senior Guard & Summer Program Leader (uncertified)
 - a. + \$0.50/hour = \$16.74/hour
3. Student Marina Operator & Summer Program Leader (certified)
 - a. + \$1.00/hour = \$17.24/hour

Where returning high school student employees would transition to the post-secondary student wage schedule, as above, if they resume student employment with the Town after completing one year of post-secondary studies.

	01-Feb-05	01-Feb-06	01-Feb-07	31-Mar-08	31-Mar-09	31-Mar-10	01-Jun-14	01-Oct-15	01-Oct-16
General Minimum Wage	\$7.45	\$7.75	\$8.00	\$8.75	\$9.50	\$10.25	\$11.00	\$11.25	\$11.40
Student Minimum Wage	\$6.95	\$7.25	\$7.50	\$8.20	\$8.90	\$9.60	\$10.30	\$10.55	\$10.70
Difference	\$0.50	\$0.50	\$0.50	\$0.55	\$0.60	\$0.65	\$0.70	\$0.70	\$0.70
Student Arena Attendant	\$7.60	\$7.90	\$8.15	\$8.90	\$9.65	\$10.40	\$11.04	\$11.26	\$11.42
Difference	\$0.15	\$0.15	\$0.15	\$0.15	\$0.15	\$0.15	\$0.04	\$0.01	\$0.02

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to endorse the student wage table provided in response to increased minimum wages provincially.

Council approval of this report will endorse the student wage table provided in response to increased minimum wages provincially.

REPORT

To: Mayor Avis & Council

From: Museum

Date: Dec 1, 2016

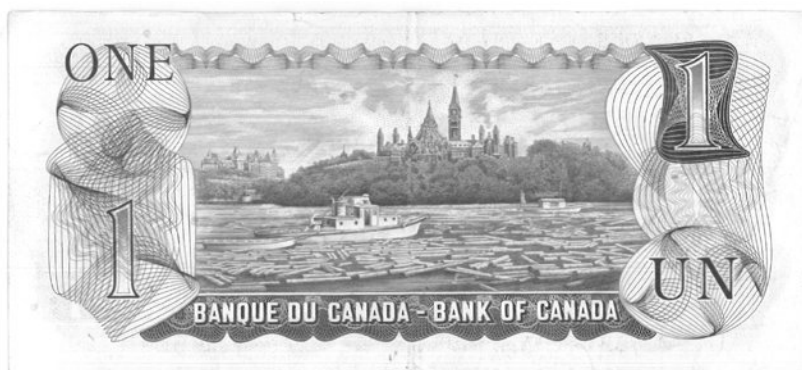
Re: Approval for accepting donation of a Russel Bros logging tugboat

The museum has been offered a Russel Bros logging tugboat. It is currently dry-docked in International Falls and would have to be loaded by crane and transported to our side. Customs is not an issue as the piece has been gifted to the Museum and museums are exempt from duties. On our side, the boat would have to be unloaded by crane and stored until money is found for sandblasting, painting (Hallett colours) and drydocked. There is room near the Hallett.

We estimated costs for loading/transporting here - \$5000 - and sandblasting/painting/drydocking - \$30,000-\$35,000. We understand there is no money for the latter at this time, but are suggesting we transport and store with Public Works until money can be found for refurbishing.

Caren & Eric Fagerdahl have reduced the cost of getting it here to \$500 US. "We have arranged pick-up of boat with Roche's Towing of I'Falls MN. Crane cost \$300 and delivery to Fort Frances on a low bed \$200. This would be a grand total of US \$500. Shane Armstrong has graciously donated his equipment and time to the project."

The steel-hulled boat is in good shape and still runs. Of note is that the tug is featured on the Canadian \$1 bill.



RECOMMENDATION

The Community Services Executive Committee recommends to Mayor & Council to accept the donation of the tugboat to be refurbished at a later date, approve the \$500 USD expenditure from

Museum donation funds for transport from International Falls to Fort Frances, and approve storage at the Public Works yard.

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:

- 1) Approve the museum's acceptance of the donation of the tugboat to be refurbished at a later date.
- 2) Approve expenditure of US \$500 from museum donation funds for transport here as soon as can be arranged. (Boat is part of an estate settlement and needs to be moved.)
- 3) Approve storage of the boat on public works property.



REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Manager of Community Services

DATE: December 1, 2016

RE: **Dial-a-ride Agreement**

Background

Currently Kevin & Lisa Pocock, owners of North-Air Services, are under contract with the Town to provide dial-a-ride services for specialized transportation to accommodate qualified residents being those that are seniors, physically or developmentally challenged, or low income. The existing agreement with North-Air Services expires on December 31, 2016. North-Air has agreed to continue the service with a renewed agreement without changes to the cost of the service. North-Air has just installed a new van into service to better serve the patrons who frequent the amenity.

Details of the existing agreement are as follows:

The Operator, shall

- Provide a door to door transportation service know as dial-a-ride (the services), Monday to Friday 8:00 am to 5:00 pm and Saturday and Sunday 9:00 am to 1:00 pm except statutory holidays and except July and August.
- In **July and August** provide a door to door transportation service know as dial-a-ride (the services), Monday and Tuesday 12:00 pm to 5:00 pm, Wednesday to Friday 8:00 am to 5:00 pm, and Saturday and Sunday 9:00 am to 1:00 pm except statutory holidays.
- Provide the service only within the geographic boundaries of the Town of Fort Frances.
- Make the service available on the basis of reservations only. Reservations to be made by phoning North Air Services operator (275-9741) prior to 15 minutes before the hour. Return trip reservations are to be arranged directly with the driver or by phone to the operator.
- The driver shall collect the approved fare in effect from the passenger/user of the services.
- The operator shall provide to the Town monthly statistical reports on the number of passengers/users itemized into categories of Seniors, Low income, Mobility Impaired and Other.

The Town of Fort Frances shall:

- Provide to the operator a subsidy as provided in Schedule 'A' as approved under this agreement. Where the passenger/user requires a wheelchair the Town shall provide to the Operator a subsidy according to Schedule "A" of this agreement.
- Pay the subsidies to the operator monthly upon receipt of the proper invoices and supporting statistical information.

- Consider recommendations from the operator with regards to accommodation of the needs of the users.

Fares:

- The fare to be collected from the passenger/user of the service shall be in accordance with Schedule “A”. The implementation of such fares is subject to the discretion of the operator.
- It is agreed that the operator will provide thirty days advance notice to the Town and the users, on the implementation of the increases in the fares.

Schedule “A”
Dial A Ride Fares
(Effective January 1, 2014)


General Fare

Town Subsidy per user per ride	\$3.00
User charge per ride	\$2.50

Wheelchair Rates

Taxi Meter Equivalent	Dial a Ride Customer	Town Subsidy
0-\$9.00	\$2.25	\$5.00
\$9.05-\$10.00	\$2.25	\$6.00
\$10.05-\$11.00	\$2.25	\$7.00
\$11.05-\$12.00	\$2.25	\$8.00
\$12.05-\$13.00	\$2.25	\$9.00
\$13.05 and higher	\$2.25	\$10.00

Respectfully Submitted,


Jason Kabel

Council approval of this report will sanction the revised agreement renewal with 539989 ON LTD (North-Air Services) to provide Dial-a-ride services with zero percent (0%) increase to the existing fee structure as provided and endorse forthcoming bylaw.

Community Services Division
740 Scott Street, P9A 1H8
Phone: 807-274-4561

Administration & Finance Division
Civic Centre

Operations & Facilities Division
Fifth Street & Wright Avenue
Phone: 807-274-9893



Planning & Development Division
Civic Centre

Civic Centre
320 Portage Avenue
Fort Frances, ON
Phone: 807-274-5323
Fax 807-274-8479
www.fort-frances.com

December 13, 2016

LETTER OF AGREEMENT

Between:

539989 ON LTD - Kevin and Elisa Pocock (doing business as NORTH AIR SERVICES)
(Herein referred to as the Operator)

And

The Corporation of the Town of Fort Frances
(Herein referred to as the Town)

WHEREAS the Town desires to renew an agreement to provide a specialized transportation service to accommodate qualified residents, and those that are seniors and/or physically or developmentally challenged;

AND WHEREAS the Operator desires to continue to provide the specialized transportation service to the Town for certain considerations.

NOW THEREFORE, in consideration of the mutual benefits to be realized by the Parties under the covenants of this agreement, the Parties hereto agree as follows:

The Operator, shall

- Provide a door to door transportation service know as dial-a-ride (the services), Monday to Friday 8:00 am to 5:00 pm and Saturday and Sunday 9:00 am to 1:00 pm except statutory holidays and except July and August.
- In **July and August** provide a door to door transportation service know as dial-a-ride (the services), Monday and Tuesday 12:00 pm to 5:00 pm, Wednesday to Friday 8:00 am to 5:00 pm, and Saturday and Sunday 9:00 am to 1:00 pm except statutory holidays.
- Provide the service only within the geographic boundaries of the Town of Fort Frances.
- Make the service available on the basis of reservations only. Reservations to be made by phoning North Air Services operator (275-9741) prior to 15 minutes before the hour. Return trip reservations are to be arranged directly with the driver or by phone to the operator.
- The driver shall collect the approved fare in effect from the passenger/user of the services.

- The operator shall provide to the Town monthly statistical reports on the number of passengers/users itemized into categories of Seniors, Low income, Mobility Impaired and Other.
- The operator will modify services as recommended by the Town based on feedback from users.

The Town of Fort Frances shall:

- Provide to the operator a subsidy as provided in Schedule ‘A’ as approved under this agreement. Where the passenger/user requires a wheelchair the Town shall provide to the Operator a subsidy according to Schedule “A” of this agreement.
- Pay the subsidies to the operator monthly upon receipt of the proper invoices and supporting statistical information.
- Consider recommendations from the operator with regards to accommodation of the needs of the users.

Fares:

- The fare to be collected from the passenger/user of the service shall be in accordance with Schedule “A”. The implementation of such fares is subject to the discretion of the operator.
- It is agreed that the operator will provide thirty days advance notice to the Town and the users, on the implementation of the increases in the fares.

Agreement:

- The term of this agreement shall be three (3) years and shall be renewed for further terms of three (3) years unless terminated with 60 days notice by the Town or the Operator.
- This Agreement may be reviewed by both Parties at any time and any term of the Agreement may be amended.

This agreement shall come into effect January 1, 2017.

For the Operator

Signature

Witness

Date:

For the Town of Fort Frances

Mayor

Clerk

Date:

Schedule "A"
Dial A Ride Fares
 (Effective January 1, 2014)

General Fare

Town Subsidy per user per ride	\$3.00
User charge per ride	\$2.50

Wheelchair Rates

Taxi Meter Equivalent	Dial a Ride Customer	Town Subsidy
0-\$9.00	\$2.25	\$5.00
\$9.05-\$10.00	\$2.25	\$6.00
\$10.05-\$11.00	\$2.25	\$7.00
\$11.05-\$12.00	\$2.25	\$8.00
\$12.05-\$13.00	\$2.25	\$9.00
\$13.05 and higher	\$2.25	\$10.00

DATE: December 7, 2016
TO: Mayor & Council
FROM: Elizabeth (Lisa) Slomke, Town Clerk
SUBJECT: Alternative Voting Methods – 2018 Municipal Election

BACKGROUND

The next municipal elections are scheduled for October 2018 per the regulations provided for in the Municipal Elections Act, 1996.

The Town of Fort Frances has utilized the alternative voting method – Vote by Mail (VBM) since 2000. The VBM method has provided the Town of Fort Frances with higher participation than when it used traditional voting in pre-2000 municipal elections. The most important advantage gained has been the ability of eligible electors to vote from their home, thereby gaining eligible electors accessibility and convenience. Additionally, alternative voting has provided those with a disability, those with transportation issues, those who work out of town as well as seasonal residents with the opportunity to vote.

The Clerk is mandated under the Municipal Elections Act, 1996 to enable eligible electors to exercise their rights. The amended Municipal Elections Act, 1996 requires that Council pass a by-law by May 1, 2017 if an alternative form of voting is going to be utilized in the 2018 Municipal Elections.

OPTIONS

Vote By Mail

The Vote by Mail method along with Vote Tabulators were used by the Town of Fort Frances in the 2006, 2010 and 2014 elections. This method provides eligible electors with an accessible and convenient method of voting. The voter kit with instructions are mailed out a few weeks prior to election day, with voters having the option of using return postage or to drop off their sealed ballot (with voter declaration form) in person.

In 2014, the results weren't quite as instantaneous as in past years due to the high number of candidates running in the various races. This was an issue that was not predicted as it was my first time utilizing VBM and tabulators. There are a number of things that can be done in 2018 to reduce this delay, should this be the method that Council chooses.

Telephone/Internet Voting

Telephone/Internet voting will provide eligible electors with the ability to vote anywhere at anytime. This option provides the eligible electors with the choice of voting from home or while travelling and with hours that suit many schedules, including shift work. Also, telephone/internet voting gives eligible electors with a disability the option to vote utilizing their existing aids (i.e. big button phone, screen recognition readers).

More and more demand is coming from consumers to provide access to online services including banking, bill payments and license renewals. Interest, adoption and acceptance of telephone/internet voting has increased steadily since its introduction in the 2003 Municipal Elections which saw 12 cities/towns utilize this method. Since then, the number increased to 20 in 2006 and more than doubled in 2010 to 44. Numbers increased again in 2014, with 59 cities/towns offering telephone/internet voting to the eligible electors.

Traditional Polling Stations & Paper Ballots

Council can also decide to return to the traditional polling stations and paper ballots to deliver the 2018 Municipal Elections.

OPPORTUNITIES with Alternative Voting

- removal of barriers for people with disabilities and mobility issues
- inclusion of travelling, out of town workers and seasonal electors
- reduced pressure on polling stations on Election Day
- no need for proxy voting
- environmentally friendly
- reduced staffing requirements
- timely results
- candidate module available with telephone/internet voting

CHALLENGES with Alternative Voting

- security questions regarding the alternative system chosen
- potential for fraud (exists with every method, not just alternative)
- need for sufficient advertising and education
- incorrect ballot delivered with alternative system
- spoiled ballots with vote by mail

POTENTIAL FINANCIAL IMPLICATIONS

The 2014 Municipal Election in the Town of Fort Frances was provided a budget of \$30,000.00 and used Vote by Mail. I believe that the same budget would be sufficient to deliver the elections in 2018 using telephone/internet voting. If Council opts to return to traditional polling stations and paper ballots, I believe that number would need to increase substantially and would be a significant step backwards. The eligible electors in the Town of Fort Frances have used vote by mail for multiple elections, and moving to telephone/internet voting is simply the next step in a progressive boundless community.

At this time, this report is provided to Council as information only. The matter will be revisited in the New Year, after which Council will be required to make a decision related to the use of alternative voting in the 2018 Municipal Elections.

DATE: December 7, 2016

TO: Mayor & Council

FROM: Elizabeth (Lisa) Slomke, Town Clerk

SUBJECT: Choice of Electoral Systems for 2018 Municipal Elections

BACKGROUND

The next municipal elections are scheduled for October 2018 per the regulations provided for in the Municipal Elections Act, 1996.

With the implementation of Bill 181, Municipal Elections Modernization Act, a new option available to Ontario municipalities is the ability to utilize a Ranked Ballot Electoral System instead of the First Past the Post (FPTP) Electoral System. This report will provide Council with information related to the two options available, so that Council may decide which method the Town of Fort Frances will use in the 2018 Municipal Elections.

How First Past the Post Works

FPTP is currently used in federal, provincial and municipal elections across Canada and is popular around the world as well. Very simply, the candidate with the most votes wins. There is no requirement to obtain a certain percent of the vote. Should Council decide to continue the use of this electoral system, there will be no additional requirements in preparation for the 2018 Municipal Elections.

How Ranked Ballot Voting Works

In a ranked ballot election, the voter ranks the candidates in order of preference (1st, 2nd, 3rd choice, etc). In the first round of counting, all first choice voters are counted. If one of the candidates receives more than 50% of the votes, then we have a winner. If no candidate receives more than 50% of the votes, the candidate with the lowest number of votes is eliminated, and the ballots are recounted using the second choice of those voters. This process continues in subsequent rounds until a majority winner is declared.

It is important to note that at present, this system has not been used in any federal, provincial or municipal election in Canada, however it has been used in political party leader selection. There are cities in the United States that currently use ranked balloting. Also, while ranked balloting is able to be used for the election of Mayor and Council, at present is not permitted for School Board elections.

With any electoral system, there are benefits and challenges that will be faced and they are outlined in the below table. These points are not exhaustive, and are meant to provide Council with information necessary to make their decision.

First Past the Post Electoral System	Ranked Ballot Electoral System
<u>Benefits</u> -easy to understand -ballots easily counted -less costly to administer -no new voter education necessary	<u>Benefits</u> -majority support is obtained -discourages negative campaigning -reduces strategic voting -expected to increase voter engagement -candidates remain in the race to the end (no splitting the vote)
<u>Challenges</u> -restricts voter choice -strategy may impact results	<u>Challenges</u> -results will take considerably longer -voter confusion increases -significantly more education will be required for voters and staff -may require separate ballots due to exclusion of school board elections

FINANCIAL CONSIDERATIONS

If Council moves ahead and chooses to continue using FPTP, I am not anticipating any additional costs related to this electoral system. Also, there wouldn't be a need for increased education and advertising if Council continues with the same system that has been used in every prior municipal election.

If Council chooses to implement Ranked Ballots, then I expect costs will increase related to ballot counting (if using tabulators or manual count) which would be over and above the standard costs expected to deliver the election. Additionally, there may be a requirement to have two ballots (separate School Board), thus increasing costs again.

NEXT STEPS

If Council wishes to move ahead and offer Ranked Ballots, the by-law is required to be passed by May 1, 2017. Council should consider the public interest, increased costs, availability of technology and the impact on election administration as they consider the option and ultimately make their decision.

Additionally, Bill 151 requires that at least one Open House is held prior to the implementation of the necessary by-law to implement Ranked Ballots. The Open House would give the public the opportunity to ask questions and obtain clarification.

At this time, this report is provided to Council as information only. The matter will be revisited in the New Year, after which Council will be required to make a decision related to the use of Ranked Ballot Voting in the 2018 Municipal Elections.

Resources

- Ranked Ballot info from MAH (attached)
- Counting Votes in a Ranked Ballot Election info from MAH (attached)
- Article from Municipal Monitor magazine Q4 2015
- YouTube video link <https://www.youtube.com/watch?v=oHRPMJmzBBw>



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/113**

TO: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: December 7, 2016
SUBJECT: Mayor Roy Avis – Breakfast Meeting Expense Claim

BACKGROUND

Attached is a copy of Schedule “D” Entertainment expense reimbursement in the amount of \$57.95 for a breakfast meeting to discuss various matters with the Honorable Bill Mauro, Minister of Municipal Affairs held on November 7, 2016 in Fort Frances as submitted by Mayor Roy Avis.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Schedule “D” Entertainment expense reimbursement in the amount of \$57.95 for a breakfast meeting to discuss various matters with the Honorable Bill Mauro, Minister of Municipal Affairs held on November 7, 2016 in Fort Frances as submitted by Mayor Roy Avis.


Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Schedule “D” Entertainment expense reimbursement in the amount of \$57.95 for a breakfast meeting to discuss various matters with the Honorable Bill Mauro, Minister of Municipal Affairs held on November 7, 2016 in Fort Frances as submitted by Mayor Roy Avis.

TOWN OF FORT FRANCES - SCHEDULE "C"
TRAVEL ADVANCE REQUEST

Name	Purpose of Travel
Location of Event <i>Business</i>	Dates
Signature of Division Manager	
Amount of Travel Advance	
Treasurer Signature	G.L. Code

Agenda Must be Attached to Process Payment of Advance
Please include completed Travel expense statement (schedule B) so as to properly account for the HST

TOWN OF FORT FRANCES - SCHEDULE "D"
ENTERTAINMENT EXPENSE REIMBURSEMENT FORM

Name <i>Mayor Roy Avis</i>	Date <i>November 7, 2016</i>
Names, Position, and Organization of Individuals Being Entertained	
<i>Mayor Avis</i>	
1. <i>Honourable Bill Mauro, Minister of Municipal Affairs</i>	
2. <i>Doug Brown, CAO</i>	
3. <i>Tannis Drysdale, Consultant, RRFDC</i>	
4. <i>Sharla Knopon, Ministry of Municipal Affairs</i>	
Purpose of Entertainment <i>Meeting with Honourable Minister Mauro to discuss various issues.</i>	
Amount Claimed <i>\$57.95</i>	
Treasurer Signature	Date <i>Nov. 7, 2016</i>

An itemized receipt must be attached to process payment

COPPER RIVER INN AND C
700 STEWART ST
FORT FRANCES, ON P9A 2Y

Merchant ID: 000000003652685
Term ID: 07577665
11404980013

Purchase

VISA CREDIT

XXXXXXXXXXXX8498

AID: A0000000031010

Entry Method: Chip

Batch#: 000388

11/07/16

09:38:23

Ref#:000042086479

Inv #: 003577 Appr Code: 017383

Amount: \$ 50.39

Tip: \$ 7.56

Total: \$ 57.95

Customer Copy

Bistro North

700 Stewart St.
Fort Frances, ON P9A 2Y2
807-274-1161

2008 BRENDA G

Tbl T13/1 Chk 8415 Gst 5
Nov07'16 07:46AM

1 JUICE	2.99
4 COFFEE @ 2.15	8.60
2 Yogurt Parfait @ 8.00	16.00
1 Toast	4.00
1 Oatmeal	13.00

Subtotal	44.59
Tax	5.80
Amount Due	50.39

Thanks for Dining With Us!

Tip: _____ Total: _____

Room: _____

Name (Print): _____

Sign: _____



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/120**

To: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 7, 2016
Subject: Councillor Ken Perry – NOMA Executive Meeting Per Diem Claim

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$225.00 to attend a NOMA Executive Meeting held in Thunder Bay on November 23, 2016 as submitted by Councillor Ken Perry.

The per diem claim is in compliance with the Town of Fort Frances By-Law 02/10-B Schedule ‘A’.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$225.00 as submitted by Councillor Ken Perry for his attendance at a NOMA Executive meeting held in Thunder Bay on November 23, 2016.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$225.00 as submitted by Councillor Ken Perry for his attendance at a NOMA Executive meeting held in Thunder Bay on November 23, 2016.

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

Attendee	Kew Perry
Conference / Seminar Attended	NOMA BOARD
Location	Thunder Bay Victoria Inn
Dates	Nov 23

Details of Per Diem

NOV

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		22	23					
Amount		75. ⁰⁰	150. ⁰⁰					225. ⁰⁰

Name (Please Print)	Signature
Kew Perry	Kew Perry
Approved	Date

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/122**

To: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 7, 2016
Subject: Councillor Wendy Brunetta – NOMA Executive Meeting Per Diem Claim

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$225.00 to attend a NOMA Executive Meeting held in Thunder Bay on November 23, 2016 as submitted by Councillor Wendy Brunetta.

The per diem claim is in compliance with the Town of Fort Frances By-Law 02/10-B Schedule ‘A’.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$225.00 as submitted by Councillor Wendy Brunetta for his attendance at a NOMA Executive meeting held in Thunder Bay on November 23, 2016.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$225.00 as submitted by Councillor Wendy Brunetta for his attendance at a NOMA Executive meeting held in Thunder Bay on November 23, 2016.

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

Attendee	Wendy Brunetta
Conference / Seminar Attended	NOAA Executive
Location	Thunder Bay
Dates	Nov 22-23/16

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		Nov 22	Nov 23					
Amount		75.00	150.00					225.00

Name (Please Print)	Signature
Wendy Brunetta	Wendy Brunetta
Approved	Date
	Dec 5/16

To be submitted to Payroll for processing when approved by Council

Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:11/01/16 - 11/30/16

Municipality		Fort Frances				
Permit						Value
RollNo	Applicant	Contractors	Property Address	Work Descripton	Units / Area	
2016106			780 KINGS HIGHWAY	Convert part of the recreational building into an apartment. Patch door ways to original spec,convert to make bedrooms, bathroom and kitchen.		\$15,000.00
59-12-010-004-00400-0000			Legal Description: PT RIV R LOT 38 PCL 15176	Stat's Canada Codes Building: 310 Work: 03	1 143	
2016105	900 5th st	M.L Caron Electric	900 FIFTH ST W	Build addition to existing office/storage building. Building to have bathroom and floor drains. ONLY THE SLAB CONSTRUCTION ON THIS PERMIT		\$86,000.00
59-12-010-004-11505-0000	Fort Frances	ON	Legal Description: PLAN SM211 E105FT LOT 18;RP48R1790 PART 2 PCL 18-1	Stat's Canada Codes Building: 460 Work: 02	1 418.00	
2016107	1345 Emo Road	RYAN MASON	350 PIT NO 1 RD	Build a 32x72 garage with sewer line for bathroom fixtures installed at later date. Slab on grade foundation.		\$60,000.00
59-12-010-006-13500-0000	Fort Frances	RYAN MASON	Legal Description: RP 48R847 LOT 3 PT PCL 10277	Stat's Canada Codes Building: 110 Work: 01	1 214	
2016108			350 PIT NO 1 RD	Install and connect new water main, 3/4 line to house from Pit Road #1 shut off main		\$1,000.00
59-12-010-006-13500-0000			Legal Description: RP 48R847 LOT 3 PT PCL 10277	Stat's Canada Codes Building: 110 Work: 01	1 NA	
2016103	925 Smith Ave		925 SMITH AVE	Construct a 16x12 and 9x8 deck. One structure in an L shape next to house, not attached to dwelling.		\$1,200.00
59-12-020-005-06500-0000			Legal Description: PLAN SM100 LOT 20 TO 21 PCLS;21-1 & 20-1	Stat's Canada Codes Building: 110 Work: 01	1 18	

2016104	684 Hwy 11	937 BANTA BLVD	Add a 1020 Addition onto the house as a sun room and a 20x12 deck	\$0.00
59-12-030-004-12025-0000	alberton	on	PLAN SM298 LOT 126 PCL 21437	
			Legal Description:	
			Stat's Canada Codes	
			Building: 110	1
			Work: 02	40.00
Sum		Summary (6 detail records)	6	\$163,200.00
Grand Total		Summary (6 detail records)	6	\$163,200.00

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
June 2016

STAFFING

The following table is a breakdown of lost man shifts during the month:

	2015	2016
WSIB	0.00	0.00
WI/LTD	0.00	0.00
SICK DAYS	7.50	7.78
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	1.00	3.00
VACATION	38.00	36.00
BANKED TIME USED	7.88	7.00
OFF	2.75	8.25
STATUTORY HOLIDAYS	0.00	0.00
TOTAL	57.13	62.03

OVERTIME HOURS

Equivalent Straight Time Hours:

	2015	2016	2015	2016
	June	June	Year To	Year To
			Date	Date
FIGHT THE BLIGHT	0.00	0.00	0.00	142.50
TRAVEL	0.00	0.00	0.00	2.50
FLOODING	246.75	0.00	0.00	0.00
ENGINEERING	4.00	0.00	4.00	8.00
INTERDEPARTMENTAL	1.50	8.00	15.50	8.00
PRIVATE WORK	0.00	0.00	0.00	8.00
RECYCLE/GARBAGE	4.50	0.00	2.25	21.50
ROADS	8.75	12.00	214.50	178.75
SEWER COLLECTION	6.00	54.25	240.25	196.75
SIDEWALKS	0.00	0.00	18.75	3.00
STORES	0.00	0.00	24.00	30.00
VEHICLE & EQUIPMENT	0.00	0.00	27.00	4.00
WATER TREATMENT PLANT	28.50	16.00	233.00	208.25
WATER DISTRIBUTION	18.50	131.00	335.25	427.25
WATER TOWER	0.00	0.00	4.00	0.00
TOTAL	318.50	221.25	1118.50	1238.50

TRANSPORTATION REPORT

June 2016

ROADS

Storm Water Management – Urban:

- Continued flushing storm sewer laterals and cleaning catch basin sumps
- Cleaned storm sewer laterals and sumps in the underpass on June 2nd
- Installed a catch basin on the storm sewer in the lane behind 1244 First Street East
- Cleaned debris from catch basins during rain events

Storm Water Management - Rural:

- Removed beaver dams as required.
- Cut grass along ditches with trackless tractor
- Cut grass along ditches on the highway at the west entrance to Town with Hyundai
- Flushed culvert going under CN tracks at Point Park to get water moving

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – downtown area and Front Street done once weekly
- Repaired or replaced curb and gutter in areas in need of repair.

Loose Top Maintenance:

- Graded loose top roads twice
- Graded lanes as required
- Added several loads of Granular “A” material to the roads at the Point Park June 27th
- Northwest Road Management applied calcium chloride dust suppression to all loose top roads June 28th and 29th

Roadside Maintenance:

- Cut grass along Town owned boulevards with trackless tractor
- Cut grass at deadends and CN crossings
- Removed tree blown down by high winds at Victoria Avenue and Second Street on June 20th

Winter Control:**Traffic Operations:**

- Repaired and replaced signs as required.
- Painted crosswalks, stop bars and parking areas

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections.
- Assisted with tasks at Civic Centre as required.
- Maintenance checks at the Civic Centre as required
- Repaired deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Cut grass around Public Works building and in all yards
- Stockpiled Granular "A" material June 21st

Private Work:**Sidewalks – Winter:****Sidewalks – Summer:**

- Swept sidewalk and bike path along waterfront three times
- Replaced sidewalk in areas identified for repairs
- Repaired two trip hazards in Uni-stone sidewalk beside the CIBC bank
- Washed graffiti off of waterfront sidewalk

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sportsplex, Day Care, Handi-Van and Civic Centre vehicles as required.

Public Relations:

- Moved fence at Rainy Lake Hotel property for open house on June 2nd
- Replaced fencing at Rainy Lake property June 3rd
- Delivered 12 barricades to Mark's Work Warehouse for an event there on June 17th
- Delivered barricades for road closure for Relay for Life and the Dragon Boat Races June 24th
- Installed a new memorial bench on the Waterfront June 28th
- Delivered barricades for Mall Days June 29th
- Delivered barricades for the July 1st Parade June 30th
- Delivered barricades, one load of sand and bobcat to Seven Oaks for Fireworks June 30th

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance.
- Handed out "Water Turn Off Advisories", "Drinking Water Advisories" and "Lifting of Drinking Water Advisories" when required
- Issued "Delinquent Account Notices" and turned off water for non-compliance as required.
- Flushed dead end sanitary sewer mains.
- Vacuum excavated force main at Fifth Street and Phair Avenue for Bay City June 13th

Interdepartmental:

- Vacuum excavated two poles for FFPC June 9th
- Cathy Westover supplied coverage for training at the Airport June 14th and 15th
- Cathy Westover supplied coverage for vacation at the Airport from June 17th to June 30th

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded commercial recycling bin as required

Training:

Health & Safety:

- A workplace inspection was done at the Public Works building on June 29th
- A tailgate meeting was held on June 1st.

Milt Strachan,
Superintendent of Transportation

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
July 2016

STAFFING

The following table is a breakdown of lost man shifts during the month:

	2015	2016
WSIB	0.00	0.00
WI/LTD	0.00	20.00
SICK DAYS	8.88	7.50
COMPASSIONATE LEAVE	5.00	0.00
FLOATERS	1.00	0.00
VACATION	98.00	89.00
BANKED TIME USED	8.50	14.34
OFF	7.63	11.19
STATUTORY HOLIDAYS	27.00	26.00
TOTAL	156.01	168.03

OVERTIME HOURS

Equivalent Straight Time Hours:

	2015	2016	2015	2016
	July	July	Year To	Year To
			Date	Date
FLIGHT THE BLIGHT	0.00	0.00	0.00	142.50
TRAVEL	0.00	0.00	0.00	2.50
FLOODING	0.00	0.00	0.00	0.00
ENGINEERING	0.00	0.00	4.00	8.00
INTERDEPARTMENTAL	1.50	6.75	17.00	14.75
PRIVATE WORK	0.00	0.00	0.00	8.00
RECYCLE/GARBAGE	0.75	0.00	3.00	21.50
ROADS	16.00	63.00	230.50	241.75
SEWER COLLECTION	30.00	43.00	270.25	239.75
SIDEWALKS	0.00	0.00	18.75	3.00
STORES	0.00	0.00	24.00	30.00
VEHICLE & EQUIPMENT	0.00	0.00	27.00	4.00
WATER TREATMENT PLANT	100.00	35.50	333.00	243.75
WATER DISTRIBUTION	98.00	45.75	433.25	473.00
WATER TOWER	0.00	0.00	4.00	0.00
TOTAL	246.25	194.00	1364.75	1432.50

TRANSPORTATION REPORT

July 2016

ROADS:

Storm Water Management – Urban:

- Repair storm sewer lateral at JW Walker School
- Repair storm sewer lateral at McIrvine Road and Sixth Street West

Storm Water Management - Rural:

- Removed beaver dams as required
- Cut grass along ditches with trackless tractor
- Repair culvert lateral at Colonization Road West and Oakwood Road

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – downtown area and Front Street done weekly
- Curb and gutter replacement in areas identified for repairs

Loose Top Maintenance:

- Graded loose top roads twice
- Graded all lanes once

Roadside Maintenance:

- Cut grass around poles and boulevards along south side of Fifth Street
- Placed cold mix in trip hazard on sidewalk in front of Clinic
- Cut grass at dead ends and CN crossings
- Cleaned up fallen branches from storms

Winter Control:

Traffic Operations:

- Repaired and replaced signs as required.

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections.
- Assisted with tasks at Civic Centre as required.
- Maintenance checks at the Civic Centre as required
- Repaired deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Cut grass around Public Works building and in all yards
- Stockpiled granular "B" and clear stone (crushed rock) July 28th and 29th

Private Work:**Sidewalks – Winter:****Sidewalks – Summer:**

- Swept sidewalks and bike path along waterfront once weekly
- Replaced sidewalk in areas identified for repairs

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sportsplex, Day Care, Handi-Van and Civic Centre vehicles as required.

Public Relations:

- Picked up barricades from July 1st Parade, Mall Days and Fireworks and picked up Bobcat from Fireworks.
- Installed new memorial bench along waterfront July 11th
- Move sign at Huffman Place off of sold property on July 11th
- Removed 3 fence panels at Rainy Lake Hotel property for demonstration July 12th
- Replaced fence panels July 13th
- Put up signs for Bass Tournament July 14th
- Set up tent for Bass Tournament July 15th (4 from PW and 4 from Parks)
- Delivered barricades for Boat Show and Shine July 20th
- Take down Bass Tournament tent July 25th
- Remove detour signs and open up road from Bass Tournament July 26th

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance.
- Handed out “Water Turn Off Advisories”, “Drinking Water Advisories” and “Lifting of Drinking Water Advisories” when required
- Issued “Delinquent Account Notices” and turned off water for non-compliance as required.

Interdepartmental:

- Vacuum excavated for utility pole installation at 1018 Colonization Road West for FFPC July 6th
- Installed handicap parking signs at Library Parking Lot July 19th
- Installed posts and signs for handicap parking at the Day Care parking lot July 20th
- Cathy Westover supplied coverage for vacation, etc. at the Airport July 2 and 3 and from July 12th to 31st.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer
- Emptied bins from “drop off centre” as required
- Cleaned up recycling yard as required

Training:**Health & Safety:**

- A Tailgate Safety Meeting was held at the Public Works Garage on July 29th.

Milt Strachan,
Superintendent of Transportation

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	72	81	75	221	297	230	2	8	7	48	40	35	51	35	18	66	83	59	47	77	59	286	324	253	-38
August	84	79	71	256	297	241	6	4	3	42	39	37	66	31	26	71	73	65	53	87	57	322	313	259	9
September	78	76	73	277	328	254	1	0	1	15	17	22	40	36	37	45	44	32	51	76	65	230	249	230	-19
3/4 Total	687	700	686	2317	2777	2566	22	38	29	173	226	193	378	326	264	301	322	283	442	586	542	2003	2198	1997	-195
October	85	83	76	357	309	309	2	4	3	10	20	24	41	47	42	18	9	12	47	51	51	203	214	208	-11
November	72	68	80	328	260	286	3	0	3	20	9	8	28	30	28	7	1	3	38	38	39	168	146	161	22
December		68	52		200	203		0	0		4	4		31	25		2	1		34	29	0	139	111	-139
Total	844	919	894	3002	3546	3364	27	42	35	203	259	229	447	434	359	326	334	299	527	709	661	2374	2697	2477	-323

Fort Frances Airport- Page 2/2 - Fuel Sales - As of December 2, 2016

Fuel Sales Recap - 2016									2015	2014	2013	2012	2011	2010	2009	2008	2007	9 year	Variance 2016-
									per	per	per	per	per	per	per	per	per	Average	2015
									month	month	month	month	month	month	month	month	month	2015 to	per month
									month	month	month	month	month	month	month	month	month	2007	month
Month	Liters	Total	Liters	Total	Liters	Total	Total	Total	8,692	11,543	7,216	10,252	7,308	10,971	15,989	29,926	16,283	13,131	-1,164
January	126	126	7,402	7,402	0	0	7,528	7,528	11,231	12,304	6,197	6,918	3,687	5,782	13,135	21,134	11,782	10,241	673
February	509	635	11,395	18,797	0	0	11,904	19,432	17,795	10,508	12,077	9,329	10,390	15,539	9,612	27,435	19,969	14,739	-4,540
March	342	977	12,913	31,710	0	0	13,255	32,687	13,219	8,377	4,453	8,251	5,294	24,825	10,676	22,466	28,609	14,019	-4,627
April	744	1,721	7,848	39,558	0	0	8,592	41,279	16,161	29,753	18,350	21,891	19,790	25,375	24,033	30,287	47,258	25,878	8,520
May	1,905	3,626	22,776	62,334	0	0	24,681	65,960	45,698	30,789	22,786	23,537	25,723	27,768	22,395	35,995	40,736	30,603	-19,683
June	4,068	7,694	21,947	84,281	0	0	26,015	91,975	28,150	14,441	19,232	32,650	19,124	30,455	24,925	33,390	44,875	27,471	852
July	4,418	12,112	24,584	108,865	0	0	29,002	120,977	36,638	20,450	20,075	30,783	21,467	33,139	28,250	40,177	41,630	30,290	-15,519
August	3,990	16,102	17,129	125,994	0	0	21,119	142,096	24,238	21,837	18,005	19,431	22,511	23,363	18,937	28,822	30,341	23,054	-2,913
September	4,636	20,738	16,689	142,683	0	0	21,325	163,421	8,216	15,472	13,109	11,325	13,677	15,033	21,304	16,631	28,020	15,865	22,439
October	13,740	34,478	16,915	159,598	0	0	30,655	194,076	11,616	7,238	6,398	8,170	6,785	17,747	10,754	16,951	16,842	11,389	10,733
November	12,466	46,944	9,883	169,481	0	0	22,349	216,425	7,592	6,849	2,028	8,179	2,446	7,641	7,596	13,083	14,733	7,794	-7,592
December		46,944		169,481		0	0	216,425											
Total	46,944		169,481		0		216,425		229,246	189,561	149,926	190,716	158,202	237,638	207,606	316,297	341,078	224,474	-12,821
							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

Date: December 1, 2016

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

Re: Update on Activities for By-Law Enforcement Department.

As per direction from D. Brown, CAO, to ensure that the Planning & Development Executive Committee is aware of the activities of the By-Law Enforcement Department on a quarterly basis, please see the below information for the months September, October & November activities for this department.

September 2016

Shelter Statistics

Impounded Dogs	4
Impounded Cats	7
After Hours Visits	12
Total Shelter Visits for Month	45

Parking Statistics

Downtown Core Total Tickets	28
-----------------------------	----

Rest of Month Statistics Attached to Report.

Other Activities for Month

- EFG/Kouchiching County Sheriff - Emergency Management Scenario.
- OPP Stolen Bikes.
- Minnie Avenue Resident Concerns.
- Business License Transfer License Application.
- JHSC Meeting.
- Business License Application for New Business.
- Deceased Cat on Road Complaint.
- PDEC Secretary Duties.
- P&D Staff Meeting.
- Cat Issue Flinders Ave.
- OAPSO Northern Ontario Chapter Meeting.
- Parking Tickets

- Sign Damaged, Williams Avenue Complaint.
- Taxi Meter Testing & Sealing.
- Notice of Impending Conviction Letters
- Conviction of Outstanding Parking Tickets.
- Fine Box Collection.
- Parking Meter Collection
- Business License Questions from a Resident.
- Bike's on Sidewalk Letter from a Resident.
- Lost Cat call from a Resident.
- Loading Zone Rental Report sent for Invoicing.
- Moving Permits Issued.
- Backyard Chickens By-Law.
- Lost Dog call from a Resident.
- Cat Complaint, Crowe Avenue.
- Francophone Flag Raising.
- Nugget Pawn Daily Activities.
- JHSC Policy Review at Staff Meetings.
- OPP Meeting in regards to Point Park.
- Garbage Complaint, Scott Street.
- Found Cat at Rainbow Motel.
- Sign Permits Issued.
- Business License By-Law Review.
- Handicap Parking Ticket Issued.
- Fence Construction Info provided to two Residents.
- Downtown Parking Enforcement.
- Kiss N Ride Parking Enforcement.

October 2016

Shelter Statistics

Impounded Dogs	1
Impounded Cats	7
After Hours Visits	4
Total Shelter Visits for Month	21

Parking Statistics

Downtown Core Total Tickets	20
Calendar Parking Tickets	1
Parking Prohibited Tickets	1
Parked Facing Wrong Direction Tickets	1

Rest of Month Statistics Attached to Report.

Other Activities for Month

- Fence Construction Info provided to a Resident.
- Parking Invoice Questions from RRDSSAB.
- OPP Monthly Parking Stats Report.
- Bear Complaints from Residents.
- Moving Permits Issued.
- UNFC Loading Zone Invoice Questions.
- Business License Complaints.
- New Business License Applications.
- Emergency Management Activities.
- Nugget Pawn daily Activities.
- Downtown Parking Enforcement.
- Parking Ticket Inquiries from Residents.
- JSHC Training for New CUPE Representative.
- JHSC Monthly Inspections.
- School Presentations with OPP.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- Kiss N Ride Parking Enforcement.
- PDEC Secretary Duties.
- Parking Complaints from Downtown Businesses.
- Stolen Bike's with OPP.
- Property Standards Complaint – Third Street East.
- Property Standards Complaint – Butler Avenue.
- Dog Barking Complaints.
- Sign Permit for A&W.
- Moving Permit for Emcon.
- Property Standards Complaint – Third St. E.
- Garbage Complaint – Second St. E.
- Sump Pump Issue – Church St.
- Bear Complaints.
- Found Dog – Cornwall Ave. N.
- McIrvine Road Property Info Request from potential buyer.
- Garbage Burning Complaint – Scott St.
- Burning Permit Investigation – Col. Rd. W.
- Illegally Built Fence & Zoning Issues – King's Hwy.
- Portage Avenue Parking Lot Machine Repair.
- Preparing Taxi Companies for 2017 Renewal Process.

November 2016Shelter Statistics

Impounded Dogs	2
Impounded Cats	2
After Hours Visits	0
Total Shelter Visits for Month	11

Parking Statistics

2 Hour Parking Ticket	21
Park in Laneway Tickets	2
Park Detached Trailer Tickets	6
Parking Prohibited Tickets	5
Park Facing Wrong Direction	2
Calendar Parking Tickets	90

Rest of Month Statistics Attached to Report.

Other Activities for Month

- Nugget Pawn Daily Inspections.
- PDEC Secretary Duties.
- Downtown Parking Enforcement.
- Bike pick-up for OPP.
- Sign Permits Issued
- Moving Permits Issued.
- Kiss N Ride & School Zone Parking Enforcement.
- Portage Avenue Parking Lot Final Repairs.
- JHSC Monthly Inspections.
- Dog Found – Webb’s Power Shack.
- Parking Reminder Notices – Portage Lot.
- Property Standards – Sixth St. W.
- Emergency Management Plan Updating.
- Preparing 2017 Business License Renewal Process.
- New Business License Application – Bell Store.
- Installed Shelf in Office with CBO.
- Dog at Large – Fifth St. W.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- PDEC Secretary Duties.
- Pitbull Complaint.
- Dog Complaints – Church St.
- Garbage Complaint - 4th St. W.


- Chamber of Commerce Survey Results Licensing.
- Property Standards Complaint – Third St. E.
- Metis Nation of Ontario Flag Raising.
- 2017 Budget Preparation.
- New Business License Application – Seafood Sales.
- Annual Basketball Nets Inspection/Removals.
- Fundraising/Business Licensing Info Request – Autism Group.
- Taxi Driver License Application – New Driver.
- Property Standards Complaint – Sixth St. W.
- Garbage Complaint – Scott St.
- Garbage Complaint – Second St. E.
- Recycle Program Questions – Voyageur’s Lion’s Club.
- Emergency Management Preparing Training Info.
- Business Licensing Complaint – McIrvine Rd. N.
- Business License Application – RRCC.
- Portage Avenue Parking Lot – Parking Rental Requests.
- Parking Ticket Complaints.
- Parking Rental Spaces – Portage Avenue Parking Lot.
- Taxi Inspections/Licensing 2017 – Gold Star Taxi.

The month of December will be added into the 1st quarter report of 2017 to ensure that we are back on a true quarterly reporting with this Committee.

Respectfully submitted,

Original Signed By

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

 FORTFRANCES <small>BOUNDLESS</small> Fire & Rescue Service Nov, 2016 Report	Total Hours: Incidents & Training;	Training Sessions:	Public Ed & Prevention; Public Events:	Fire Safety Standards Enforcement Inspections:	Fire Drills	EMS Calls:	Fire Calls:	Fire Loss in Dollars:	Alarm Calls:	MVC Calls:	Ice / Water Calls:	(CO) Carbon Monoxide & Hazmat Calls:	High Angle Rescue / CS Calls:	Mutual Aid Calls:	Critical Incident Stress Debriefs:
Number of Events	18.3	1	2	8	0	24	4	None	3	4	0	4	0	0	0

Highlights from: Tyler Moffitt - Fire Chief/CEMC

»**Total Hours:** A total of **16.3 Hours** were spent on responding to incidents, as well as two hours for training.

»**Time of Day:** 69 % of our call for service occurred on the **Day Shift between 07:00 & 19:00** and **31%** of our calls for service occurred on the **Night Shift between 19:00 & 07:00.**

»**Public Fire Safety Education & Fire Prevention Week:** No events for November.

»**Public Events:** Fire Chief Tyler Moffitt and Fire Fighter Gavin Payne attended the November 11 Ceremonies. As well, Fire Chief Tyler Moffitt, along with one Full Time Firefighter and 4 (four) Volunteer Firefighters participated in the November 26, Santa Clause Parade.

»**Fire Prevention Inspections:** There was a total of **8 (Eight)** Fire Inspections. Please be aware, after a fire prevention inspection ... there are many times where fire orders are given, which require follow-up of our personnel.

»**EMS Response Calls:** The majority of our calls for service were EMS (Emergency Medical Service) requests, accounting for **62%** of our calls. **Note: 5 (Five) of our EMS calls were calls** where our Fire & Rescue Service were **on scene before the ambulance;** in one case on **November 19th, our on duty firefighter responded to an 87-year-old who had been choking;** the Paramedics took between **8 to 10 minutes** to arrive on scene due to being on another call. Please note, there are times throughout the year where it has taking longer. Last year, there was a case were an Ambulance was being dispatched from **Sioux Narrows and/or Atikokan to Fort Frances due to all Ambulances being busy.**

»**Fire Response Calls:** There was a total of 4 (Four) Fire Calls this month. All 4 (Four) fires were the result of cooking; **two of the fires were within 35 minutes** of each other. The first fire resulted in our team having to ventilate the whole level of a manor.

»**MVC (Motor Vehicle Crashes) Response Calls:** There was a total of 3 (three) MVC Response Calls this month. One consisted of a vehicle hitting a rock cut east of Fort Frances. One MVC call involved a vehicle hitting a deer in **Fort Frances.** Another MVC call involved two vehicles in **Fort Frances** at the corner of Church Street and Victoria Avenue. As well, our Fire & Rescue Service was called upon to help and free a **small 6-year-old child** ... who had been tangled up in a seatbelt.

»**CO (Carbon Monoxide) & HazMat Response Calls:** There was two CO Calls this month; one call was a false alarm and another call was an actual **CO Response Emergency. Our on duty Fire Fighter responded and had everyone from a building on Kings Highway evacuate due to his reading on our Air Monitor.** There was a **Natural Gas Leak** after a home owner putting in a fence **struck a gas line.** As well, we responded to a **Liquid Ammonia leak at the Arena,** where we ventilated the area exposed to the leak.

CLIENT MEMO: MULTI-RESIDENTIAL UPDATE

(New Restrictions and Limits)

Dec. 2016

BACKGROUND

Within the context of its Fall Economic Outlook and Fiscal Review, the Province indicated that it has heard concerns in respect of multi-residential tax burdens. It is unclear at this time whether the concerns referred to are rooted in a simplistic measure such as raw ratios, or if they are based on more thorough and informed considerations of relative tax burden. It is hoped that a review of the tax circumstances will be broader than simply a canvassing of tax ratios. In the interim, and pre-emptive of the announced review, municipalities with ratios above 2.0 have been summarily categorized as those that are imposing "high municipal tax burdens". These municipalities will be subject to immediate tax restriction measures.

Details and operational nuances regarding these restrictions cannot be known until the Province enacts the necessary regulation(s) however, Ministry of Finance staff have outlined the general approach to be taken. Based on this insight, and the existing mechanisms available to affect the stated objectives, it is anticipated that a two stage approach will be applied.

STEP ONE: MITIGATION

Municipalities with multi-residential ratios in excess of 2.0 can expect that the Province will take steps to mitigate any year-over-year, reassessment related tax shifts that might otherwise occur. It is our understanding that this mitigation measure will be taken to ensure that the proportional share of the notional (revenue neutral) levy does not increase. To assist in illustrating this, we can consider the reassessment related shift in proportional burden carried by the hypothetical multi-residential class in the table below.

Class	Ratio	2016 Year-End Levy			Unadjusted Starting Levy		
		Rate	Levy	Share	Rate	Levy	Share
Residential	1.0000	0.010000	\$103,500	58.2%	0.009422	\$101,758	57.3%
Farm	0.2500	0.002500	\$2,875	1.6%	0.002356	\$3,286	1.7%
Multi-Residential	2.5000	0.025000	\$32,500	18.3%	0.023555	\$35,333	19.9%
Commercial	1.7500	0.017500	\$25,375	14.3%	0.016489	\$24,386	13.7%
Industrial	2.0000	0.020000	\$9,000	5.1%	0.018844	\$8,608	4.9%
Pipeline	1.5000	0.015000	\$4,500	2.5%	0.014133	\$4,381	2.5%
Total			\$177,750	100%		\$177,752	100%

The most effective (and most likely) way to mitigate this shift would be for the Minister of Finance to impose a new, lower transition ratio for 2017, which would represent the new maximum ratio for the multi-residential class. If this strategy were employed, the alternate hypothetical starting levy would be distributed as follows.

Class	Ratio	Adjusted Starting Levy		
		Rate	Levy	Share
Residential	1.0000	0.009610	\$103,788	58.4%
Farm	0.2500	0.002403	\$3,351	1.9%
Multi-Residential	2.3810	0.022881	\$32,492	18.3%
Commercial	1.7500	0.016818	\$24,873	13.9%
Industrial	2.0000	0.019220	\$8,780	5.0%
Pipeline	1.5000	0.014415	\$4,469	2.5%
Total			\$177,753	100%

The relative burden is held constant at approximately \$32,500 or 18.3% by forcing the ratio down.

CLIENT MEMO: MULTI-RESIDENTIAL UPDATE

(New Restrictions and Limits)

Dec. 2016

STEP TWO: LEVY RESTRICTION

In addition to freezing the relative burden within the notional (revenue neutral) levy, municipalities with multi-residential ratios over 2.0 will also be restricted from imposing any levy increase on that class.

It is understood that this will be accomplished by means of the existing levy restriction (hard capping) legislation and a reduction of the current threshold ratio from 2.74 to 2.0. The existing threshold ratios were first set in 2001 based on the province-wide averages at the time and has not been modified since.

Class	Levy Restriction Thresholds	
	Existing	Anticipated
Multi-Residential	2.74	2.00
Commercial	1.98	1.98
Industrial	2.63	2.63

Levy restriction only applies to the multi-residential, commercial and industrial property classes. In the event that the ratio (or broad-class ratio) for a class exceeds the regulated threshold ratio, no portion of a municipal levy increase can be carried by that class.

Continuing with our hypothetical levy above, the following table illustrates how an overall 2% levy increase is shared only across properties in the non-restricted classes.

Class	Ratio	Base Levy (Revenue Neutral)		Special Levy (2% Increase)		
		Rate	Levy	Rate	Levy	Increase
Residential	1.0000	0.009610	\$103,788	0.000235	\$2,538	2.45%
Farm	0.2500	0.002403	\$3,351	0.000059	\$82	2.45%
Multi-Residential	2.3810	0.022881	\$32,492	0.000000	\$0	0.00%
Commercial	1.7500	0.016818	\$24,873	0.000411	\$608	2.45%
Industrial	2.0000	0.019220	\$8,780	0.000470	\$215	2.45%
Pipeline	1.5000	0.014415	\$4,469	0.000353	\$109	2.45%
Total			\$177,753		\$3,552	2.00%

The relationship between the total, final rates for the residential and multi-residential classes will not match the by-lawed ratio for the year due to the fact that the former includes a portion for the levy increase and the latter does not. This lower effective ratio ($0.022881 \div 0.009845 = 2.3242$) becomes the maximum starting ratio for the next year.

Since 2004 municipalities have been provided with the option of flowing a portion of their levy increase through to levy restricted classes, however, this flexibility is not expected for levy restricted multi-residential classes in 2017.

ADDITIONAL INFORMATION AND SUPPORT

MTE will endeavour to keep our clients informed on this issue on an ongoing basis. Should you have any questions, or would like to discuss this or any other matter, please do not hesitate to contact the undersigned.

Peter R. Frise

Vice President of Corporate and Client Services

Tel: 905-878-7978 / 1-877-659-0250 Ext. 411

Email: peterf@mte.ca

Administration & Finance Department Stats
for the period ending November 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	1,521.25	1,582.10		\$ 12,540.91
Business Licences	6,043.30	2,429.85	5,248.45	13,909.30	1,978.55	1,050.10	344.15	334.70	1,978.55	1,783.35	133.05		\$ 32,414.80
Lottery Licences	275.93	177.30	2,000.66	287.19	130.58	1,886.71	690.00	1,963.35	328.50	1,961.70	234.78		\$ 9,942.70
Fort Frances Portion of POA Fines				15,059.72				73,685.16	0.00	23,056.74	27,047.05		\$ 115,791.93
Net Gas/Purchase Card Rebates													\$ 23,056.74
WSIB Safety Group Rebate	64.00	544.00	448.00	0.00	416.00	416.00	352.00	416.00	288.00	416.00	320.00		\$ 3,678.00
Death/Still Birth Registrations	280.00	280.00	700.00	280.00	420.00	1,120.00	1,540.00	1,960.00	1,260.00	1,540.00	280.00		\$ 8,120.00
Marriage Licences	327.35	327.35	1,309.40	327.35		327.35	763.60	381.80	1,323.65		408.20		\$ 5,497.05
Civil Marriage	0.00	11.30	5.09	5.65		11.50			95.18	5.75	5.75		\$ 140.22
Certify Copies/Copies	46.40	23.05	23.20	81.20	69.60	139.10	59.51	150.60	34.80	115.79	92.60		\$ 835.85
Commissioning Oaths/Affidavits	604.77	344.37	911.91	997.43	1,104.95	7,077.55	349.15	778.99	3,041.10	2,315.34	642.61		\$ 18,168.17
Investment Income	6,055.13	18,000.00	0.00	1,000.00		54,727.80	269,556.59	1,175.98	45,580.81	71,709.64	45,183.07		\$ 512,989.02
Sale of Land	28.63	14,937.14	14,568.57	22,312.15	14,790.31	14,897.34	14,647.18	37,066.35	14,972.53	14,733.59	25,897.04		\$ 188,750.82
Administration Service Charges	\$ 14,576.71	\$ 37,682.86	\$ 25,760.93	\$ 55,483.50	\$ 20,187.84	\$ 83,357.25	\$ 288,397.48	\$ 118,770.83	\$ 68,897.42	\$ 116,014.14	\$ 101,827.25	\$ -	\$ 931,926.21
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	139,135.76	109,197.40		\$ 1,091,974.38
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	138,263.46	179,225.57		\$ 1,792,255.57
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	-168,304.67	(176,125.89)		\$ (1,761,255.89)
Interest Applied	1,752.30	1,445.91	982.58	817.82	941.96	299.21	120.28	88.61	76.55	102.85	447.30		\$ 7,075.37
Total Amount Owning	\$ 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	\$ 109,197.40	\$ 112,744.38	\$ -	\$ 7,075.37
A/R Invoices Processed													
General/By-Law/Planning/CBO	4	7	10	7	12	15	12	11	26	8	12		124
Daycare	79	79	81	84	84	83	99	75	89	87	92		853
Airport	12	12	18	14	11	16	11	11	12	10	9		124
Landfill	28	25	31	37	37	42	41	37	49	22	58		407
Public Works	1	3	2	2	4	5	6	1	9	2	8		43
Parks/Cemetery	5	24	13	5	19	7	15	8	8	15	11		11
Sewer	1	13	5	34	6	14	12	11	0	10	5		124
Water	1	13	0	0	0	1	0	0	0	0	0		118
Fire Department	24	9	79	5	39	12	3	9	37	4	0		55
Memorial Sports Centre	6	8	7	8	9	12	12	6	7	21	19		227
Fort Frances Power Corp	69	193	245	196	221	207	213	169	246	185	225		84
Invoices Issued by Month													2,170
NSF/Returned Payments													
Day Care	0	0	0	0	0	0	0	0	0	0	0		0
Memorial Sports Centre	0	0	0	0	0	0	0	0	0	0	0		0
Utilities	3	6	3	7	8	16	3	2	7	11	3		69
Taxation	0	0	1	1	0	0	0	0	0	0	0		2
Other	0	0	1	0	0	0	0	1	0	0	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	654,103.71	504,153.37		\$ 504,153.37
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	38,506.83	2,027.24	23,617.00		\$ 23,617.00
Payments/Credits	(407,216.84)	(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)	(164,181.61)	(120,655.61)		\$ (120,655.61)
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	12,204.03	10,870.25		\$ 132,479.47
Total Amount Owning	\$ 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	\$ 504,153.37	\$ 417,985.01	\$ -	\$ 417,985.01
Tax Arrears Notices Mailed/Letters													
# of Properties in Arrears 3 years+	296	181	330	237	214	198	214	359	356	217	2		2,602
# of Properties in Arrears 3 years+ with no payment plans	58	52	43	38	34	33	33	25	20	12	0		
# Tax Sale Registrations	35	23	16	14	12	12	12	11	9	5	0		
# Write offs (MOS/357 Applications)	0	0	0	0	0	0	0	3	8	2	0		
Write-off - Municipal Portion	-	-	-	-	-	-	-	3,642.65	15,644.43	554.18	0		\$ 19,841.26
# of Charity Rebates	0	0	0	0	0	2	0	0	1	0	3		\$ 132,479.47

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Charity Rebates - Municipal Portion													
# Vacancy Rebates	0	0	0	0	0	7	0	0	1	0			\$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	1			0
Demolition Grant				\$ 1,102.40	\$ -	\$ 482.64	\$ -	\$ -	\$ 1,603.51	\$ 734.99			\$3,923.54
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	\$ 516,812.90	\$ 414,851.46		
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	4,624.79	895,779.46		
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)	(724,561.73)	(109,638.86)	(708,343.92)		
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	3,052.63	1,857.78		
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	\$ 414,851.46	\$ 604,144.78		\$ 23,419.93
Bi-Monthly Water/Sewer Bills Issued													
Final Billings Issued	3,346		3,375	16	3,394	41	3,426		3,377		3,404		20,322
Late Notices Mailed		19		444		452		28		29			133
Registered Letters		469				49		488		459			2,312
Disconnects		47		42		0		49		43			230
Reconnections		0		0		0		1		1			2
		0		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	\$ 49,512.00	\$ 78,090.00				\$ 569,887.00
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	\$ 2,176,462.00	\$ 1,975,605.00				
IQOR Collections (pretransfer)													
IQOR Collections (post-transfer)	\$ -	\$ 23.18	\$ -	\$ -	\$ -	\$ 332.52	\$ 89.80	\$ 89.80	\$ 212.98	\$ 347.70	\$ 500.00		\$ 23.18
Total IQOR Collected	\$ -	\$ 570.64	\$ 375.42	\$ 5,105.40	\$ 135.00	\$ 332.52	\$ 89.80	\$ 89.80	\$ 212.98	\$ 347.70	\$ 500.00		\$ 7,759.26
Notice of Default - mailed out	73	38	46	49	70	47	83	79	91	65	113		754
New Charges Filed	153	264	205	275	315	240	266	377	248				2,343
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	113	113				642
Plead Guilty	17	21	28	30	42	27	15	5	35				220
Withdrawn	16	0	5	5	14	7	5	3	12				67
Quashed	0	2	1	2	5	2	0	2	0				14
Stayed	0	0	0	0	0	0	0	0	0				0
Dismissed/Acquitted	0	0	0	0	0	0	3	1	1				6
Plead Not Guilty - Convicted	2	2	2	3	6	5	2	6	3				31
Other	0	0	0	0	0	0	0	0	0				0
Total	73	56	66	115	118	180	78	130	164	0	0		980

**Town of Fort Frances
General Fund (Operating)
Actuals as at November 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	(1,731,686.52)	(1,731,821.00)	(134.48)
052 Supp/Omit Municipal Tax Levy	(63,771.52)		63,771.52
053 Supp/Omit Education Tax Levy	(15,454.75)		15,454.75
056 W/O Municipal	288,338.79	254,755.00	(33,583.79)
057 W/O Education	45,326.96	24,980.00	(20,346.96)
061 OMPF	(2,934,100.00)	(2,934,100.00)	-
062 Payments-in-Lieu	(762,248.26)	(782,001.00)	(19,752.74)
070 Sale of Land	(512,989.02)		512,989.02
070 Contribution from Reserve Funds (Tax Rate Stab.)		(242,250.00)	(242,250.00)
110 Mayor & Council	253,534.37	717,598.00	464,063.63
112 Contribution to Reserves & Reserve Funds		1,375,000.00	1,375,000.00
113 Long Term Debt	594,607.15	640,120.00	45,512.85
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	1,702,777.08	1,878,859.00	176,081.92
163 Rainycrest	55,575.52	60,628.00	5,052.48
164 Northwestern Health Unit	368,813.40	368,814.00	0.60
820 Economic Development	94,332.09	166,435.00	72,102.91
821 Travel Information Centre	23,862.10	10,770.00	(13,092.10)
830 Solar Panel Project	(19,348.64)	(25,270.00)	(5,921.36)
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	(11,863,450.21)	(9,051,026.00)	2,812,424.21
ADMINISTRATION AND FINANCE			
070 Other Unassigned Revenue	(361,717.70)	(321,500.00)	40,217.70
120 Administration	288,583.51	297,065.00	8,481.49
121 Admin Vehicle	2,301.04	5,608.00	3,306.96
122 Municipal Buildings	33,625.93	30,005.00	(3,620.93)
125 HR Department	152,457.67	95,000.00	(57,457.67)
130 Clerk	163,602.08	172,189.00	8,586.92
140 Treasury	304,513.51	387,734.00	83,220.49
910 PUC Administration	68,863.38	95,170.00	26,306.62
Total Administration and Finance	652,229.42	761,271.00	109,041.58
EMERGENCY SERVICES			
211 Emergency Services	757,706.07	915,913.00	158,206.93
227 Emergency Measures	8,967.14	19,849.00	10,881.86
228 911 Service	19,732.10	13,800.00	(5,932.10)
231 Police Revenue	(23,000.68)	(24,000.00)	(999.32)
232 Police Services Board	9,945.54	21,350.00	11,404.46
233 Police Administration	2,138,107.33	2,332,588.00	194,480.67

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

		Actuals to Date	2016 Draft Budget	Variance
Total Emergency Services		2,911,457.50	3,279,500.00	368,042.50
COMMUNITY SERVICES				
622	Sister Kennedy Centre	38,947.82	34,600.00	(4,347.82)
641	Fort Frances Children's Complex	24,240.05	6,045.00	(18,195.05)
643	Best Start Hub/Resource Centre	(19,702.62)	668.00	20,370.62
644	Day Care Resource Teacher	(9,729.81)	833.00	10,562.81
653	Handi-Transit System	136,120.82	90,302.00	(45,818.82)
713	Townshend Theatre	(9,257.09)	-	9,257.09
722	Recreation Facilities	501,888.97	627,806.00	125,917.03
725	Recreation Programs	75,593.54	111,079.00	35,485.46
732	Community Services	101,778.82	132,683.00	30,904.18
740	Sunny Cove Camp	3,905.77	14,327.00	10,421.23
781	Fort Frances Public Library	436,736.89	493,191.00	56,454.11
784	Library School Co-op Fund	14,348.34		(14,348.34)
791	Museum	108,266.76	146,810.00	38,543.24
817	Waterfront Development/Marina	28,209.28	47,739.00	19,529.72
Total Community Services		1,431,347.54	1,706,083.00	274,735.46
OPERATIONS AND FACILITIES				
310	PW Administration	(24,939.14)	(102,217.00)	(77,277.86)
311	PW Buildings & Yards	107,692.24	118,672.00	10,979.76
313	Municipal Roads	940,119.62	1,284,156.00	344,036.38
318	Public Parking Lots	11,599.90	15,980.00	4,380.10
320	Sidewalks	65,780.14	107,954.00	42,173.86
330	Private Works Charges	12,450.81	32,668.00	20,217.19
331	Private Crossing Charges	6,137.13	18,367.00	12,229.87
333	PW Vehicles	144,417.45	219,790.00	75,372.55
334	PW Equipment	192,181.95	248,329.00	56,147.05
344	PW Stores	81,118.67	63,236.00	(17,882.67)
345	Traffic Signal Maintenance	6,565.97	7,779.00	1,213.03
346	Streetlight Maintenance	50,791.86	53,317.00	2,525.14
350	Garbage Collection	(109,161.21)	(167,172.00)	(58,010.79)
351	Recycling Services	218,711.71	192,448.00	(26,263.71)
352	Sanitary Landfill	(144,262.70)	(25,276.00)	118,986.70
360	Engineering	27,924.73	27,904.00	(20.73)
390	Airport	(18,721.89)	(29,762.00)	(11,040.11)
391	Airport Building Maintenance	34,399.74	45,295.00	10,895.26
393	Airport Grounds Maintenance	35,845.43	63,670.00	27,824.57
580	Parks & Cemeteries Admin.	184,985.20	196,473.00	11,487.80
582	Fort Frances Cemetery	65,285.29	89,281.00	23,995.71
583	Riverview Cemetery	155,658.78	172,375.00	16,716.22
584	Point Park	14,961.62	29,188.00	14,226.38
585	Parks - Outdoor Facilities	279,235.85	230,684.00	(48,551.85)
586	Lions Millennium Park	8,703.02	12,196.00	3,492.98
Total Operations and Facilities		2,347,482.17	2,905,335.00	557,852.83

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

		Actuals to Date	2016 Draft Budget	Variance
PLANNING AND DEVELOPMENT				
150	Civic Centre	49,757.00	78,394.00	28,637.00
271	By-Law Enforcement	120,539.72	142,572.00	22,032.28
272	Animal Shelter	5,652.14	10,144.00	4,491.86
275	Fight the Blight Campaign	32,413.76		(32,413.76)
813	Building Official	30,262.81	59,104.00	28,841.19
815	Planning & Zoning	90,659.91	108,623.00	17,963.09
	Total Planning and Development	329,285.34	398,837.00	69,551.66
	Sub-Total General Fund (Operating)	(4,191,648.24)	-	4,191,648.24
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	(4,191,648.24)	-	4,191,648.24
	TOTAL BUDGET - Revenue	(21,543,235.75)	(21,604,520.00)	(61,284.25)
	TOTAL BUDGET - Expenditures	17,351,587.51	21,604,520.00	4,252,932.49
		(4,191,648.24)	0.00	4,191,648.24

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

WATER		Actuals to Date	2016 Budget	Variance
961	Waterworks Administration	(1,519,008.81)	(669,471.00)	849,537.81
965	Water Treatment Plant	466,199.76	539,114.00	72,914.24
966	Water Storage Facility	106,822.40	130,357.00	23,534.60
		(945,986.65)	0.00	945,986.65
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		(945,986.65)	0.00	945,986.65

SEWER		Actual to Date	2016 Budget	Variance
410	Sanitary Sewer Administration	(1,182,143.40)	(748,247.00)	433,896.40
413	Sewage Treatment Plant	667,806.29	748,247.00	80,440.71
		(514,337.11)	0.00	514,337.11
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		(514,337.11)	0.00	514,337.11

**Town of Fort Frances
Capital Fund Budget vs Actual
as at November 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	4,760.67	3,900.00	(860.67)
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	3,190.03	3,000.00	(190.03)
C-232-0490-0952	Contribution from Reserve Funds		(10,000.00)	(10,000.00)
C-232-9278-1471	2 - Permanent Speed Signs	4,881.92	10,000.00	5,118.08
	Total Revenue	-	(50,425.00)	(50,425.00)
	Total Expenditures	12,832.62	50,425.00	37,592.38
	TOTAL EMERGENCY SERVICES	12,832.62	-	(12,832.62)
PUBLIC WORKS				
<u>Transportation</u>				
C-310-0490-0412	Provincial Grant	(500.00)	-	500.00
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	(165,606.00)	(175,606.00)	(10,000.00)
C-313-0490-0952	Contribution from Reserve Funds		(25,000.00)	(25,000.00)
C-316-0490-0412	Provincial Grant	(677,253.38)	(2,172,618.00)	(1,495,364.62)
C-316-0490-0952	Contribution from Reserve Funds		(4,526.00)	(4,526.00)
C-316-0490-0400	Federal Gas Tax Reserve (Federal Funding)	(241,766.12)	(472,268.00)	(230,501.88)
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	5,630.61	8,000.00	2,369.39
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	23,525.02	25,000.00	1,474.98

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

		Actual to Date	2016 Budget	Variance
	<u>Roads</u>			
C-313-9110-1523	Portage Avenue Storm Sewer Wet Sump Pumps	21,196.97	25,000.00	3,803.03
C-313-9271-1523	Phair Ave from 3rd - 6th Streets (200 m)	701,787.18	753,847.00	52,059.82
C-313-9272-1523	Nelson Street - Storm Sewer	118,561.89	120,031.00	1,469.11
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	335,590.48	541,300.00	205,709.52
C-316-9277-1523	Connecting Link - Colonization Rd E from Scott - 5th St	1,956,506.15	2,062,859.00	106,352.85
C-316-9303-1523	Connecting Link - Mill Rd Overpass Engineering	16,765.92	45,253.00	28,487.08
C-320-9271-1523	Sidewalks - Phair Ave from 3rd St - 6th St	100,944.43	104,036.00	3,091.57
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	30,155.23	60,000.00	29,844.77
	<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	9,711.48	13,255.00	3,543.52
	<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	5,449.77	5,000.00	(449.77)
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	4,468.29	-	(4,468.29)
	Total Revenue	(1,091,361.28)	(4,749,834.00)	(3,658,472.72)
	Total Expenditures	3,869,924.04	4,749,834.00	879,909.96
	TOTAL PUBLIC WORKS	2,778,562.76	-	(2,778,562.76)
	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	(8,733.00)		8,733.00

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

		Actual to Date	2016 Budget	Variance
C-622-0490-0952	Contribution from Reserve Funds			-
C-622-9105-0000	Small Capital Purchases	5,305.61		(5,305.61)
	Total Revenue	(8,733.00)	-	8,733.00
	Total Expenditures	5,305.61	-	(5,305.61)
	TOTAL SKC	(3,427.39)	-	3,427.39
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)	0	135,000.00
C-720-0490-0437	Other Sources of Revenue (RRDSB)	(112,000.00)	(112,000.00)	-
C-720-0490-0449	NWHU Grant	(11,000.00)		11,000.00
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-740-0490-0448	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	243,910.81	224,000.00	(19,910.81)
C-722-9105-1471	Floor Scrubber	11,733.33	8,000.00	(3,733.33)
C-722-9219-1471	Stage	23,944.38	24,000.00	55.62
C-722-9630-1523	52 Cnd Rink North Entrance Overhead Doors	2,532.35	4,500.00	1,967.65
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	4,450.00	5,000.00	550.00
C-722-9633-1471	IFK Rink Compressor Software	-	31,600.00	31,600.00
C-725-9624-0000	Fitness Equipment	3,111.97	3,000.00	(111.97)
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-740-9105-000	Small Capital Equipment	10,000.00		(10,000.00)
C-740-9108-1523	Sunny Cove Upgrades Windows & Doors	2,506.00	8,000.00	5,494.00
	Total Revenue	(269,800.00)	(366,400.00)	(96,600.00)
	Total Expenditures	328,998.19	366,400.00	37,401.81
	TOTAL MSC	59,198.19	-	(59,198.19)
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-781-0490-0954	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)

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

		Actual to Date	2016 Budget	Variance
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			
C-791-0490-0400	Federal Grant			-
C-791-0490-0412	Provincial Grant			-
C-791-0490-0632	Donations	(19,705.13)		19,705.13
C-791-0490-0952	Contribution from Reserve Funds			-
C-791-9109-0000	Computer/Scanner & Photo Studio Lighting			-
	Museum Roof			-
	Total Revenue	(19,705.13)	-	19,705.13
	Total Expenditures	-	-	-
	TOTAL MUSEUM	(19,705.13)	-	19,705.13
	PLANNING & DEVELOPMENT			
C-122-0490-0400	Federal Grant	(139,017.98)	(503,949.00)	(364,931.02)
C-122-0490-0412	Provincial Grant		(781,528.00)	(781,528.00)
C-122-0490-0437	Other Sources of Revenue (BIA)	(30,000.00)	(130,000.00)	(100,000.00)
C-122-0490-0952	Contributions from Reserve Fund		(370,000.00)	(370,000.00)
C-122-0490-0954	Contribution from Reveune Fund (In-Kind)		(22,580.00)	(22,580.00)
C-150-0490-0952	Contributions from Reserve Fund		(142,000.00)	(142,000.00)
C-815-0490-0952	Contributions from Reserve Fund		(2,290.00)	(2,290.00)
C-122-9124-0000	Phone System Replacement	254,537.97	250,000.00	(4,537.97)
C-122-9286-1523	Rainy Lake Hotel Demolition/Market Square	78,467.83	1,558,057.00	1,479,589.17
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	39,952.20	65,000.00	25,047.80
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	(169,017.98)	(1,952,347.00)	(1,783,329.02)
	Total Expenditures	386,169.37	1,952,347.00	1,566,177.63
	TOTAL PLANNING & DEVELOPMENT	217,151.39	-	(217,151.39)
	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	2,576.28	12,000.00	9,423.72
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	5,379.81	37,500.00	32,120.19
C-410-9271-1523	Phair Ave from 3rd - 6th Streets (395 meters Sanitary Main)	373,925.05	435,188.00	61,262.95
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	125,018.06	85,863.00	(39,155.06)
	Total Revenue	-	(622,841.00)	(622,841.00)

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

	Actual to Date	2016 Budget	Variance
Total Expenditures	511,088.71	622,841.00	111,752.29
TOTAL SANITARY SEWER	511,088.71	-	(511,088.71)
SEWAGE TREATMENT PLANT			
C-413-0490-0412 Provincial Grant			-
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	29,790.22	120,000.00	90,209.78
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	2,170,031.78	2,583,883.00	413,851.22
Total Revenue	(900,000.00)	(2,770,139.00)	(1,870,139.00)
Total Expenditures	2,203,358.17	2,770,139.00	566,780.83
TOTAL STP	1,303,358.17	-	(1,303,358.17)
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	6,765.24	12,000.00	5,234.76
C-961-9123-1471 GIS Capital Upgrades		4,580.00	4,580.00
C-961-9137-1523 Replacing Main Line Water Valves/Hydrants	121,857.61	100,000.00	(21,857.61)
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	9,718.53	37,500.00	27,781.47
C-961-9271-1523 Phair Ave from 3rd - 6th Streets (395 meters Sanitary Main)	437,551.55	497,124.00	59,572.45
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	567,207.66	646,896.00	79,688.34
Total Revenue	-	(1,298,100.00)	(1,298,100.00)
Total Expenditures	1,145,548.57	1,298,100.00	152,551.43
TOTAL WATERWORKS ADMIN	1,145,548.57	-	(1,145,548.57)
WATER TREATMENT PLANT			
C-965-0490-0954 Contribution from Revenue Fund		(60,000.00)	(60,000.00)
C-965-9105-1471 Misc. Small Capital	20,299.16	60,000.00	39,700.84
Total Revenue	-	(60,000.00)	(60,000.00)
Total Expenditures	20,299.16	60,000.00	39,700.84
TOTAL WTP	20,299.16	-	(20,299.16)
TOTAL REVENUE	(2,469,086.52)	(12,164,941.00)	(9,695,854.48)
TOTAL EXPENDITURES	8,632,410.58	12,164,941.00	3,532,530.42
TOTAL CAPITAL	6,163,324.06	-	(6,163,324.06)