

# TOWN OF FORT FRANCES

## Administration & Finance Executive Committee

### AGENDA - June 20, 2017, 12:00 PM

#### MEETING - Civic Centre - \*\*\*COUNCIL CHAMBERS\*\*\*

Session # 52

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof**
4. **Approval of Previous Committee Minutes**
  - 4.1 Session No. 51 dated June 6th, 2017. 3 - 4
5. **In-Camera**
6. **New Business**
  - 6.1 Review of Four Corporate Policies - 3.9 Employee Communications; 1.14 - Financial Statements; 1.2 - Colour Code for Municipal Buildings and 3.23 - Annual Appreciation Event. 5 - 8
  - 6.2 Councillor Wendy Brunetta MPAC Strategic Planning Per Diem & Travel Expense and NOMA Board Meeting Per Diem. 9 - 11
  - 6.3 Request for Reconsideration - Minutes of Settlement re: 363 Church Street (2016) - Roll # 5912-020-001-06500-0000. 12 - 15
  - 6.4 Councillor Ken Perry - MPAC Strategic Planning Per Diem & Travel Expense and NOMA Board Meeting Per Diem. 16 - 18
  - 6.5 CAO Doug Brown - MPAC Strategic Planning Meeting Travel Expense. 19 - 21
7. **Non-agenda Items**
8. **Information**
  - 8.1 RealTax Recovery Specialists Memorandum - Changes to Tax Registrations, Tax Sales and Payments Out of Court Under Bill 68. 22 - 27
  - 8.2 Capital Financial Statement for the First Five Months ending May 31, 2017. 28 - 33

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| 8.3 General Fund Operating Summary for the First Five Months ending May 31, 2017. | 34 - 35 |
| 8.4 Water and Sewer (Operating) for the First Five Months ending May 31, 2017.    | 36      |
| <b>9. <u>Adjourn / Next Meeting Date - July 4th, 2017</u></b>                     |         |

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. # 51

June 6, 2017

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Civic Centre on June 6, 2017 from 12:06 p.m. to 1:28 p.m.

PRESENT: Councillor K. Perry, Chair, Mayor R. Avis, Councillor W. Brunetta, Councillor G.P. Ryan

ALSO PRESENT: D. Brown, CAO, L. Lindberg, Treasurer, D. Galusha, Deputy Treasurer, A. Petrin, Human Resources Manager (12:06 p.m. to 12:30 p.m.), T. Dennis, CBO/Municipal Planner (12:50 p.m. to 1:28 p.m.) and K. Lawson, Secretary

### REGRETS:

1. **Call to Order 12:06 p.m.**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
  - i) L. Lindberg, Treasurer re: Ontario Regulation 284/09 - Budget Matters (Amended).
  - ii) T. Dennis re: Residential Property review and future residential Development Planning (item referred from P&D Executive Committee).

3. **Disclosure of pecuniary interest and the general nature thereof - none identified**

4. **Approval of Previous Committee Minutes**

4.1 Session No. 50 dated May 16, 2017.

Ryan-Brunetta: Approved as presented.

CARRIED

5. **In-Camera - no items were discussed**

6. **New Business**

- 6.1 Annual Review of Workplace Violence and Harassment Policy.
  - committee reviewed the document and directed the Human Resources Manager to make certain changes. This item will be considered at the June 12th meeting of Committee of Whole Council.
- 6.2 2016 Child Care - Audited Statement of Revenue and Expenses.
  - committee recommended approval of the Audited Statement of Revenue and Expenses for the Town of Fort Frances Child Care Programs for the year ended December 31, 2016 as prepared by BDO Canada LLP and further recommended payment of the invoice for same in the amount of \$3,114.28 including HST.
- 6.3 Adjustment to Reserve Funds - 2016/2017 Colonization Road East Reconstruction Project (amended).
  - committee recommended that an additional \$154,170.23 be taken from the Water and Sewer Reserve Fund to fund the 2016 works portion of the 2016-2017 Colonization Road East Reconstruction Project and further recommended a reduction in the funding allocation from the Federal Gas Tax Revenue Reserve Fund in the amount of \$154,170.23 for the 2016 works portion of the 2016/2017 Colonization Road East Reconstruction Project.
- 6.4 Strategic Plan - Initiative No. 17 - Future of Health Care Services.
  - committee recommended that the need to establish a new care services committee is

unwarranted; that T. Hamilton, Physician Recruiter provide semi-annual updates on recruitment to Council through open Council meetings; and further that Strategic Plan Initiative No. 17 - Future of Health Care Services has been addressed and is considered to be completed at this time.

**7. Non-agenda Items**

- i) L. Lindberg, Treasurer re: Ontario Regulation 284/09 - Budget Matters (Amended).  
- committee recommended receiving the Ontario Regulation 284/09 disclosure report for the 2017 Operating Budgets as amended and replacing the Treasury Report 2017-55 dated May 21st, 2017.
- ii) T. Dennis, CBO/Municipal Planner re: Residential Property Review and Future residential Development Planning (item referred from Planning and Development Executive Committee).  
- committee recommended the following:
  - 1. That the Administration and Finance Executive Committee supports, in principle, the next residential development project to take place on the Erin Crescent site.
  - 2. That when developing Erin Crescent, consideration be given to having multi-residential lots being developed on the larger-sized lots.
  - 3. That an open house be scheduled, in the near future, to determine if there is a demand for residential lots in the price range from \$60,000 to \$133,000 excluding HST and legal costs.
  - 4. That, at this time, it is suggested that the new residential development project be deferred to the 2018 capital budget process. However, based on the outcome of a planned open house, the committee is open to revising their position and the installation of the underground municipal infrastructure may commence in the fall of 2017.

**8. Information - none identified**

**9. Adjourn 1:28 p.m. / Next Meeting Date - June 20th, 2017**

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Executive Committee Chair

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D. Brown, CAO

June 14, 2017

Report To: A & F Executive Committee

From: Doug Brown, CAO

**SUBJECT: Review of Four (4) Policies – 3.9- Employee Communications, 1.14 – Financial Statements, 1.2 – Colour Code for Municipal Buildings & 3.23 - Annual Appreciation Event.**

With respect to the discussion at the May 16<sup>th</sup>, 2017, A & F Executive Committee meeting, the senior management team has begun the process of reviewing the existing corporate policies, which are contained in the Town's policy manual. This manual is currently available and accessible by the staff, and general public on the Town's website.

Recently, the senior management team has reviewed the attached 4 policies, and recommends the following;

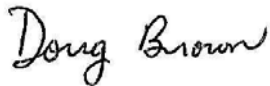
- 1) **Policy 3.9- Employee Communications** – that this policy be deleted. This policy was approved over 17 years ago when monthly Health & Safety tailgate talks were not part of normal operations and the provincial government was openly reducing financial support to municipalities. During this period, a good deal of changes in the level of staffing and services provided by the Town transpired.
- 2) **Policy 1.14 – Financial Statements**- that this policy be deleted as language is out dated. No approval date is outlined within the existing policy. This policy possibly developed over 25 years ago where personal computers were introduced into the work place.
- 3) **Policy 1.2 – Colour Code for Municipal Buildings**- that this policy be deleted.
- 4) **Policy 3.23 - Annual Appreciation Event** – that attached revisions to the policy be approved.

Administration requests that the Administration and Finance Executive review and provide any additional comments respecting the previously mentioned policies.

The Administration and Finance Executive Committee recommends the following:

- 1) **Policy 3.9- Employee Communications** – that this policy be deleted. This policy was approved over 17 years ago when monthly Health & Safety tailgate talks were not part of normal operations and the provincial government was openly reducing financial support to municipalities. During this period, a good deal of changes in the level of staffing and services provided by the Town transpired.
- 2) **Policy 1.14 – Financial Statements**- that this policy be deleted as language is out dated. No approval date is outlined within the existing policy. This policy possibly developed over 25 years ago where personal computers were introduced into the work place.
- 3) **Policy 1.2 – Colour Code for Municipal Buildings**- that this policy be deleted.
- 4) **Policy 3.23 - Annual Appreciation Event** – that attached revisions to the policy be approved.

Respectfully submitted,

A handwritten signature in cursive script that reads "Doug Brown".

Doug Brown, CAO

2017JunePolicyReview

# THE TOWN OF FORT FRANCES

## Section: Administration & Finance

### Policy: Annual Appreciation Event

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|                                      |               |
|--------------------------------------|---------------|
| <b>Creation Date:</b>                | January 2001  |
| <b>Revised Date:</b>                 | June 26, 2017 |
| <b>Resolution Number:</b>            |               |
| <b>Supersedes Resolution Number:</b> | N/A           |
| <b>Policy Number:</b>                | 3.23          |

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The following policy will govern the Annual Appreciation Event for Citizen of the Year, Volunteer Boards and Commissions, Long Service Employees, and Retirees.

The Annual Appreciation Event is our opportunity to publicly recognize the volunteers who make personal sacrifices of time and effort in assisting us to administer our Town. It is also our opportunity to demonstrate appreciation towards bolstering employee morale.

The annual event will be held annually subject to the circumstances of the day.

The invitation list will consist of the following (and their spouses or companions):

1. Board, Commission and Committee members (volunteers and employees);
2. 25 years or plus employees including those former members of the Fort Frances Police Department who had attained 25 years of service and then subsequently transferred to the OPP;
3. Retirees;
4. Spouses of deceased former employees;
5. Citizen of the Year and such members to a maximum of 6 guests.
6. Mayor and Council
7. Former Mayors and Councilors
8. Chief Administrative Officer
9. Division Managers, Clerk, Treasurer, Deputy Treasurer, Deputy Clerk, Human Resources Manager, Information Technology Manager, Fire Chief.
10. Those Management Positions who are required to attend committee meetings;
11. Radio and press media.

|  |                           |
|--|---------------------------|
| <i><b>The Town of Fort Frances</b></i> | <b>SECTION</b>            |
|  | HUMAN RESOURCES           |
| <b><u>ANNUAL APPRECIATION</u></b>      | <b>REVISED</b>            |
| <b><u>POLICY</u></b>                   | January 2001              |
| Resolution No.                         | Supercedes Resolution No. |
| Policy Number 3.23                     | <b>PAGE 1 of 1</b>        |

The following policy will govern the Annual Appreciation Banquet for Citizen of the Year, Volunteer Boards and Commissions, Long Service Employees, and Retirees.

The Annual Appreciation Banquet is our formal opportunity to publicly recognize the volunteers who make personal sacrifices of time and effort in assisting us to administer our Town. It is also our formal opportunity to demonstrate appreciation towards bolstering employee morale.

The annual appreciation banquet will be held alternatively between the two locations, subject to appreciable price variances and quality of service.

The annual event will be held in late November or no later than mid- December subject to the circumstances of the day. The invitation list will consist of the following (and their spouses or companions):

1. Board, Commission and Committee members (volunteers and employees);
2. 25 year or plus employees including those former members of the Fort Frances Police Department who had attained 25 years of service and then subsequently transferred to the OPP;
3. Retirees;
4. Spouses of deceased former employees;
5. Citizen of the Year and such members of their immediate family as they may request and others as approved by the Mayor and at the cost of the requester;
6. Special recognitions;
7. Mayor and Council
8. Former Mayors and Councilors
9. Chief Administrative Officer
10. Division Managers, Clerk, Treasurer, Administrative Assistants;
11. Those Superintendents who are required to attend advisory committee meetings;
12. Radio and press media.



**To: Administration & Finance Executive Committee**  
**FROM: Laurie Lindberg, Treasurer**  
**DATE: June 16, 2017**  
**Subject: Councillor Wendy Brunetta MPAC Strategic Planning Per Diem & Travel Expense and NOMA Board Meeting Per Diem**

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### **BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$320.00 and Travel Expense Claim in the amount of \$17.00 to attend the MPAC Strategic Planning Meeting held on June 13, 2017 and the NOMA Board Meeting held on June 14, 2017 in Thunder Bay as submitted by Councillor Wendy Brunetta.

#### Travel Expense Summary

|    |                   |                 |
|----|-------------------|-----------------|
| 1. | Meals             | \$ 17.00        |
| 2. | Per Diem (2 Days) | <u>320.00</u>   |
|    | Total             | <u>\$337.00</u> |

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

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

|    |                              |                         |  |  |  |  |  |  |
|----|------------------------------|-------------------------|--|--|--|--|--|--|
| 1. | Attendee                     | Wendy Brunetta          |  |  |  |  |  |  |
| 2. | Conference/Seminar Attended  | MPAC Strategic Planning |  |  |  |  |  |  |
|    | Location (Facility and City) | Thunder Bay, ON         |  |  |  |  |  |  |
|    | Dates                        | June 13, 2017           |  |  |  |  |  |  |

|    |                |      |      |               |      |        |      |      |       |
|----|----------------|------|------|---------------|------|--------|------|------|-------|
| 3. |                | Sun. | Mon. | Tues.         | Wed. | Thurs. | Fri. | Sat. | Total |
|    | Accommodation  |      |      |               |      |        |      |      |       |
|    | Transportation |      |      |               |      |        |      |      |       |
|    | Breakfast      |      |      |               |      |        |      |      |       |
|    | Lunch          |      |      | <u>\$4.00</u> |      |        |      |      | 17.00 |
|    | Dinner         |      |      |               |      |        |      |      |       |
|    | Per Diem       |      |      |               |      |        |      |      |       |
|    | Other          |      |      |               |      |        |      |      |       |

|    |                  |              |            |       |       |
|----|------------------|--------------|------------|-------|-------|
| 4. | Prepaid Expenses | Registration | Air Travel | Other | Total |
|    |                  |              |            |       | 17.00 |

|    |                   |     |    |               |  |       |
|----|-------------------|-----|----|---------------|--|-------|
| 5. | Town Used Vehicle | Yes | No | Reason        |  | Total |
|    | Mileage Claimed   |     |    | KM x \$0.47 = |  |       |
|    |                   |     |    |               |  |       |

|    |          |  |  |                  |  |
|----|----------|--|--|------------------|--|
| 6. | Approved |  |  | Total Expenses   |  |
|    |          |  |  | Advance Received |  |
|    |          |  |  | Balance Claimed  |  |
|    |          |  |  | Balance Refunded |  |

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

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

June 15, 2017  
Date

Wendy Brunetta  
Employee Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

|      |           |       |         |
|------|-----------|-------|---------|
|      |           |       |         |
| Date | Treasurer | A / P | Cashier |

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

|                               |                                |
|-------------------------------|--------------------------------|
| Attendee                      | Wendy Brunetta                 |
| Conference / Seminar Attended | MPAC Strategic Planning/NOMA   |
| Location                      | Thunder Bay Board Mtg.         |
| Dates                         | June 13, 2017, & June 14, 2017 |

**Details of Per Diem**

|        | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Total                  |
|--------|--------|---------|-----------|----------|--------|----------|--------|------------------------|
| Date   |        | June 13 | June 14   |          |        |          |        |                        |
| Amount |        | \$160   | \$160     |          |        |          |        | <del>\$160</del> \$320 |

|                                       |                                |
|---------------------------------------|--------------------------------|
| Name (Please Print)<br>Wendy Brunetta | Signature<br><i>W Brunetta</i> |
| Approved                              | Date                           |

To be submitted to Payroll for processing when approved by Council

**TO: Administration & Finance Executive Committee**  
**FROM: Laurie Lindberg, Treasurer**  
**DATE: June 15, 2017**  
**SUBJECT: Request for Reconsideration M.O.S.**  
**RE: 363 Church Street (2016) Roll # 5912-020-001-06500-0000**

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## **BACKGROUND**

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

**363 Church Street – Commercial (CT) CVA of 243,000 reduced to CVA of 143,000 for 2016 taxation year resulting from updated commercial/industrial building values.**

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 September 9, 2017.

That total financial impact of the Minutes of Settlement is \$4,455.46 consisting of a reduction of municipal revenue of \$3,275.46 and education revenue of \$1,180.00 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

The Chief Building Official has no concerns with the assessment reduction.

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



MUNICIPAL PROPERTY  
ASSESSMENT CORPORATION  
SOCIÉTÉ D'ÉVALUATION  
FONDIÈRE DES MUNICIPALITÉS

MARLIS BRUYERE, EXEC. DIR.  
301 VICTORIA AVE  
FORT FRANCES ON P9A 2C1

**Contact Us**



Call: 1 866 296-MPAC (6722)  
TTY 1 877 869-MPAC (6722)  
Monday to Friday 8 a.m. to 5 p.m.



Email: [enquiry@mpac.ca](mailto:enquiry@mpac.ca)



Write: MPAC, P.O. Box 9808  
Toronto, ON M1S 5T9

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

This Minutes of Settlement document contains the results of the Municipal Property Assessment Corporation's (MPAC) review of your Request for Reconsideration for the following property. You have a choice to accept or reject the recommended property assessment below.

**Owner name(s)** FORT FRANCES COMMUNITY CLINIC INC

**Roll number** 59-12-020-001-06500-0000

**Property location and description** 363 CHURCH ST  
ALBERTON TOWN PLOT PT LOTS 239 AND 240 RR181 PARTS 1  
& 2 PCL 18709

**Municipality/Local taxing Authority** Town of Fort Frances

**INFORMATION from your Property Assessment Change Notice**

Effective date: January 01, 2016

| Adjustment<br>Type* | Property<br>Class /<br>Qualifier** | 2008<br>Assessed<br>value | 2012<br>Assessed<br>value | Phase-In Assessment for Taxation Years |
|---------------------|------------------------------------|---------------------------|---------------------------|--|
|                     |                                    |                           |                           | 2016                                   |
| CC                  | E-to CT                            | \$239,817                 | \$243,000                 | \$243,000                              |
| Total               |                                    | \$239,817                 | \$243,000                 | \$243,000                              |

**RECOMMENDED change to your Property Assessment Change Notice**

Effective date: January 01, 2016

| Adjustment<br>Type* | Property<br>Class /<br>Qualifier** | 2008<br>Assessed<br>value | 2012<br>Assessed<br>value | Phase-In Assessment for Taxation Years |
|---------------------|------------------------------------|---------------------------|---------------------------|--|
|                     |                                    |                           |                           | 2016                                   |
| CC                  | E-to CT                            | \$141,127                 | \$143,000                 | \$143,000                              |
| Total               |                                    | \$141,127                 | \$143,000                 | \$143,000                              |

**Explanation of recommended change and other important information**

- Changed value due to condition of structure(s)
- Updated commercial/industrial building value

\*Adjustment type

CC Coding Change

\*\*Property class / qualifier

E- Exempt

CT Commercial

To complete your Request for Reconsideration, please complete the back of this form.

**What this change means to you**

Under Ontario's *Assessment Act*, the January 1, 2012 assessed value and classification of your property will be used to calculate your 2012 to 2016 property taxes. MPAC will introduce any increase in the assessed value of your property gradually, over a four-year period. This helps ensure property tax stability and predictability. MPAC will make any decrease in the assessed value of your property right away.

Please check (✓) one of the following:

☒ I accept my recommended assessment

I understand that if I accept the recommended assessment on page one of this form, my municipality or local taxing authority will use it to adjust my property taxes. It also has the option to object to the recommended assessment and appeal it to the Assessment Review Board (ARB).

OR

☐ I reject my recommended assessment.

I understand that if I reject the recommended assessment on page one of this form, the supplementary/omitted assessment of my property will stay the same as it appears on my 2012 Property Assessment Change Notice. I also understand that I may appeal MPAC's decision to the Assessment Review Board by July 05, 2017.

To complete your Request for Reconsideration, please check one of the above boxes, and sign and send a copy of both sides of this form to MPAC in one of the following ways:



Email: enquiry@mpac.ca



Write: MPAC, P.O. Box 9808  
Toronto, ON M1S 5T9

We must receive your response no later than May 21, 2017. If you do not provide a response by checking one of the above boxes, the 2012 assessment of your property will not change.

|   |                              |                                 |
|---|------------------------------|---------------------------------|
| Signature of property owner/representative<br><i>Marlis Bruyere</i> | Print name<br>marlis Bruyere | Date (yyyy/mm/dd)<br>2017/06/08 |
|---|------------------------------|---------------------------------|

|   |  |                                 |
|---|--|---------------------------------|
| Signature of MPAC representative<br><i>Walter Veneruzzo</i> | Print name<br>Walter Veneruzzo, Director, Valuation and Customer Relations | Date (yyyy/mm/dd)<br>2017/04/06 |
|---|--|---------------------------------|

**Objection by Municipality or Local Taxing Authority**

|                                       |                      |                   |
|---------------------------------------|----------------------|-------------------|
| Signature of municipal representative | Print name and title | Date (yyyy/mm/dd) |
|---------------------------------------|----------------------|-------------------|

Last date for a municipal appeal: September 9, 2017

**PLEASE NOTE:** MPAC reserves the right to revise the phased-in assessment amounts included in this Minutes of Settlement if there are any changes in the law that affect the 2012 Current Value Assessment (CVA).

Tax Year: 2016 Roll Number: 59-12-020-001-06500-0000



**2017 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 | BIA  | TOTAL     |
|-----------------------|---------------|-----------|-------------------|---------|----------------|-------------|------------------|----------------|------------------|---------------|-----------------|---------------|------|-----------|
| Minutes of Settlement | 2016          | 2.1.06500 | -100,000          | CT      | 0.03275463     | 0.0118      | -3,275.46        |                |                  |               |                 | -1,180.00     |      | -4,455.46 |
|                       |               |           |                   |         |                |             | -3,275.46        | 0.00           | 0.00             | 0.00          | 0.00            | -1,180.00     | 0.00 | -4,455.46 |
|                       |               |           |                   |         |                |             |                  |                |                  |               |                 |               |      |           |

**To: Administration & Finance Executive Committee**  
**FROM: Laurie Lindberg, Treasurer**  
**DATE: June 15, 2017**  
**Subject: Councillor Ken Perry MPAC Strategic Planning Per Diem & Travel Expense and NOMA Board Meeting Per Diem**

---

### **BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$320.00 and Travel Expense Claim in the amount of \$17.00 to attend the MPAC Strategic Planning Meeting held on June 13, 2017 and the NOMA Board Meeting held on June 14, 2017 in Thunder Bay as submitted by Councillor Ken Perry.

#### Travel Expense Summary

|    |                   |                 |
|----|-------------------|-----------------|
| 1. | Meals             | \$ 17.00        |
| 2. | Per Diem (2 Days) | <u>320.00</u>   |
|    | Total             | <u>\$337.00</u> |

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



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

|    |                              |                                 |  |  |  |  |  |  |  |
|----|------------------------------|---------------------------------|--|--|--|--|--|--|--|
| 1. | Attendee                     | <i>Ken Perry</i>                |  |  |  |  |  |  |  |
| 2. | Conference/Seminar Attended  | <i>MPAC strat plan</i>          |  |  |  |  |  |  |  |
|    | Location (Facility and City) | <i>Victoria Inn Thunder Bay</i> |  |  |  |  |  |  |  |
|    | Dates                        | <i>June 13/17</i>               |  |  |  |  |  |  |  |

|    |                |      |      |              |      |        |      |      |              |
|----|----------------|------|------|--------------|------|--------|------|------|--------------|
| 3. |                | Sun. | Mon. | Tues.        | Wed. | Thurs. | Fri. | Sat. | Total        |
|    | Accommodation  |      |      |              |      |        |      |      |              |
|    | Transportation |      |      |              |      |        |      |      |              |
|    | Breakfast      |      |      |              |      |        |      |      |              |
|    | Lunch          |      |      | <i>17.00</i> |      |        |      |      | <i>17.00</i> |
|    | Dinner         |      |      |              |      |        |      |      |              |
|    | Per Diem       |      |      |              |      |        |      |      |              |
|    | Other          |      |      |              |      |        |      |      |              |

|    |                  |              |            |       |       |
|----|------------------|--------------|------------|-------|-------|
| 4. | Prepaid Expenses | Registration | Air Travel | Other | Total |
|    |                  |              |            |       |       |

|    |                   |     |    |               |       |
|----|-------------------|-----|----|---------------|-------|
| 5. | Town Used Vehicle | Yes | No | Reason        | Total |
|    | Mileage Claimed   |     |    | KM x \$0.45 = |       |
|    |                   |     |    |               |       |

|    |          |  |                  |  |
|----|----------|--|------------------|--|
| 6. | Approved |  | Total Expenses   |  |
|    |          |  | Advance Received |  |
|    |          |  | Balance Claimed  |  |
|    |          |  | Balance Refunded |  |

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

*June 15/17*  
Date \_\_\_\_\_

*Ken Perry*  
Employee Signature \_\_\_\_\_

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

|      |           |       |         |
|------|-----------|-------|---------|
|      |           |       |         |
| Date | Treasurer | A / P | Cashier |

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

|                               |   |
|-------------------------------|---|
| Attendee                      | Ken Perry                               |
| Conference / Seminar Attended | MPA C Strat Plan.<br>NOMA Board Meeting |
| Location                      | Victoria Inn<br>Thunder Bay             |
| Dates                         | June 13, 14 / 2017                      |

**Details of Per Diem**

|        | Monday | Tuesday           | Wednesday         | Thursday | Friday | Saturday | Sunday | Total             |
|--------|--------|-------------------|-------------------|----------|--------|----------|--------|-------------------|
| Date   |        | June 13           | June 14           |          |        |          |        |                   |
| Amount |        | 160 <sup>00</sup> | 160 <sup>00</sup> |          |        |          |        | 320 <sup>00</sup> |

|                     |           |
|---------------------|-----------|
| Name (Please Print) | Signature |
| Ken Perry           | Ken Perry |
| Approved            | Date      |
|                     |           |

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2017/61**

**To:** Administration & Finance Executive Committee  
**FROM:** Laurie Lindberg, Treasurer  
**DATE:** June 15, 2017  
**Subject:** CAO Doug Brown MPAC Strategic Planning Meeting Travel Expense

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule "B" Travel Expense Claim in the amount of \$17.00 to attend the MPAC Strategic Planning Meeting held on June 13, 2017 in Thunder Bay as submitted by Doug Brown, CAO.

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

|    |                              |  |                                     |            |      |        |      |      |       |
|----|------------------------------|--|-------------------------------------|------------|------|--------|------|------|-------|
| 1. | Attendee                     | Doug Brown                               |                                     |            |      |        |      |      |       |
| 2. | Conference/Seminar Attended  | MPAC - STRATEGIC PLAN INPUT 2017 to 2020 |                                     |            |      |        |      |      |       |
|    | Location (Facility and City) | Thunder Bay - Victoria Inn               |                                     |            |      |        |      |      |       |
|    | Dates                        | June 13, 2017                            |                                     |            |      |        |      |      |       |
| 3. |                              | Sun.                                     | Mon.                                | Tues.      | Wed. | Thurs. | Fri. | Sat. | Total |
|    | Accommodation                |  |                                     |            |      |        |      |      |       |
|    | Transportation               |  |                                     |            |      |        |      |      |       |
|    | Breakfast                    |  |                                     |            |      |        |      |      |       |
|    | Lunch                        |  |                                     | 17.00      |      |        |      |      | 17.00 |
|    | Dinner                       |  |                                     | /          |      |        |      |      |       |
|    | Per Diem                     |  |                                     | /          |      |        |      |      |       |
|    | Other                        |  |                                     | /          |      |        |      |      |       |
| 4. | Prepaid Expenses             | Registration                             |                                     | Air Travel |      | Other  |      |      | Total |
|    |                              |  |                                     |            |      |        |      |      |       |
| 5. | Town Used Vehicle            | Yes                                      | <input checked="" type="radio"/> No | Reason     |      |        |      |      | Total |
|    | Mileage Claimed              | KM x CRA rate =                          |                                     |            |      |        |      |      |       |
|    |                              |  |                                     |            |      |        |      |      |       |
| 6. | Approved                     | Total Expenses                           |                                     |            |      |        |      |      | 17.00 |
|    |                              | Advance Received                         |                                     |            |      |        |      |      | 0     |
|    |                              | Balance Claimed                          |                                     |            |      |        |      |      | 17.00 |
|    |                              | Balance Refunded                         |                                     |            |      |        |      |      | 17.00 |

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

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

June 14/17  
\_\_\_\_\_  
Date

Doug Brown  
\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

|      |           |       |         |
|------|-----------|-------|---------|
|      |           |       |         |
| Date | Treasurer | A / P | Cashier |

Wendy Brunetta <wendyb7@shaw.ca>; Wendy Landry <wlandry@shuniah.org>

**Subject:** MPAC Session - June 13 in Thunder Bay

Good Morning,

Thanks to those communities who have confirmed their attendance to the MPAC session taking place in Thunder Bay, Tuesday, June 13. **The MPAC workshop will take place from 1:00 pm to 3:00 pm in the Kensington Room at the Victoria Inn.**

**MPAC will have a third party consultant to conduct real time voting as part of their planning process. They have requested that attendees arrive with a smartphone or laptop in order to participate in the voting.**

Please forward to your members of council and/or senior administration who are registered to attend. I sent this information out on May 31 but have had a number of inquiries from those registered that they didn't receive this yet. Thanks so much!

Thanks,  
Kristen

**Kristen Oliver**

Executive Director

e. [admin@noma.on.ca](mailto:admin@noma.on.ca)

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Northwestern Ontario Municipal Association

P.O. Box 10308

Thunder Bay, ON P7B 6T8

t. 807.683.6662

c. 807.627.2036

[www.noma.on.ca](http://www.noma.on.ca)

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**CHANGES TO  
TAX REGISTRATIONS, TAX SALES, AND PAYMENTS OUT OF COURT  
UNDER BILL 68  
MODERNIZING ONTARIO'S MUNICIPAL LEGISLATION ACT, 2017**

June 9, 2017

Bill 68, *Modernizing Ontario's Municipal Legislation Act, 2017* ("MOMLA") is now law. It passed third reading and received royal assent on May 30, 2017.

The following is an overview of the resulting changes to the *Municipal Act, 2001* ("MA") that pertain to tax registrations, tax sales, and payments out of court. Please note that this is an overview only. For any and all legal and/or procedural purposes, please refer directly to the applicable legislation.

Some of these changes have already come into force. Others will come into force on a day to be named by proclamation of the Lieutenant Governor.

**Tax arrears certificate can now be registered in the second year of arrears**

MOMLA s. 55(1)

Came in to force on May 30, 2017

Previously, a tax arrears certificate could be registered if there were arrears owing on January 1 of the third year following that in which the taxes became owing (*Municipal Act, 2001*, s. 373(1)). In other words, if there were arrears owing from 2014 or earlier, a tax arrears certificate could be registered after January 1, 2017.

A tax arrears certificate can now be registered if there were tax arrears owing on January 1 of the second year following that in which the taxes became owing.

- Suggestions:
1. Before you register a tax arrears certificate against any property, we suggest that you provide the property owner(s) with fair warning of when you are going to take this step.
  2. If you are going to register a tax arrears certificate when a property is in its second year of arrears, you should update your written collection policy.





## Municipalities will not be able to apply for payment out of court

MOMLA 63(6)

Will come into force on a day to be named by proclamation of the Lieutenant Governor

Clauses 380(6)(b) and 380(6.1)(b) of the MA, which enable municipalities to apply for payments out of court, will be repealed.

Interested parties can apply for payment out of court between 90 days and ten years after payment into court was made (MOMLA 63(6)5)). Parties applying for payment out of court must serve notice of the application to the other interested parties and the Public Guardian and Trustee (MOMLA 63(6)(6)). Any money remaining in court after 10 years is deemed forfeited to the Crown, and the Public Guardian and Trustee may apply for that amount (MOMLA 63(6)(8) and(9)).

According to the **Transition** section at the end of this article, if a tax arrears certificate is registered before this section comes into force, the municipality will still be able to apply for payment out of court one year after the payment into court.

## Forfeited corporate land

MOMLA 55(3)

Came in to force on May 30, 2017

Subsections 373(3) to (3.2) of the MA are repealed. MA 373(3) stated

This section applies to land that is vested in the Crown because of an escheat or forfeiture under the *Business Corporations Act* or the *Corporations Act* before or after the registration of a tax arrears certificate and that land may be sold under this Act for tax arrears.

This has been replaced with

MA 373(3) This section applies to land that is vested in the Crown because of an escheat or forfeiture as a result of the dissolution of a corporation, whether the land vested before or after the registration of a tax arrears certificate, and that land may be sold under this Act for tax arrears.



### **Land that belongs to the Crown as a result of a death**

MOMLA 55(3)

Came in to force on May 30, 2017

Land that belongs to the Crown as a result of the death of an individual who did not have any lawful heirs can be sold for tax arrears. This applies regardless of whether the individual died before or after the registration of a tax arrears certificate (MA 373(3.1)).

A tax arrears certificate cannot be registered if the Crown registers a notice that it intends to use the land for Crown purposes (MA 373.2 (1)(c)) (MOMLA 57).

If an interested party pays the cancellation price, they will not be given a lien on the cancellation certificate (MA 375(3.1)(b)), (MOMLA 59(3)).

### **Expedited sale of forfeited corporate land**

MOMLA 56

Will come into force on a day to be named by proclamation of the Lieutenant Governor

If there are tax arrears owing with respect to land that is vested in the Crown because of an escheat or forfeiture as a result of the dissolution of the corporation, a tax arrears certificate can be registered immediately (MA 373.1).

First notices must be sent within 30 days of the registration (MA 374(1)) (MOMLA 58(1)). There is no mention of final notices.

Tax sale procedures can begin 90 days after the registration (MA 373.1(2)) (MOMLA 62(4)).





## **Limits on registration of forfeited corporate land**

MOMLA 57

Came in to force on May 30, 2017

A tax arrears certificate cannot be registered if (MA 373.2(1))

- a. an order cancelling encumbrances under section 18 of the *Forfeited Corporate Property Act, 2015* is registered on title;
- b. a notice under section 24 of the *Forfeited Corporate Property Act, 2015*, indicating the Crown intends to use the land for Crown purposes is registered on title; or
- c. a notice that the Crown intends to use the land for Crown purposes is registered on title, where the land belongs to the Crown as a result of the death of an individual who did not have any lawful heirs.

Clause a. above does not apply if the Minister responsible for the administration of the *Forfeited Corporate Property Act, 2015* consents to the registration of a tax arrears certificate (MA 373.2(2)) (MOMLA 57(2)).

## **Notice to Public Guardian and Trustee**

MOMLA 58(2)

Will come into force on a day to be named by proclamation of the Lieutenant Governor

Notice of registration must be sent to The Public Guardian and Trustee, if it has registered a notice or other document on title.

## **Accounting for cancellation price**

MOMLA 60

Will come into force on a day to be named by proclamation of the Lieutenant Governor

The existing legislation (MA 376(1)) states

"...a person who pays the cancellation price before the expiry of the one-year period mentioned in subsection 379(1), by a written request made within 30 days after making the payment, may require the treasurer to provide an itemized breakdown of the calculation of the cancellation price that has been paid."

This is amended by striking out "before the expiry of the one year period mentioned in subsection 379(1)".

This is pertinent where the cancellation price is paid after the expiry of the one-year period. It is also pertinent when dealing with the expedited sale of forfeited corporate lands, as you would be dealing with a 90-day period, not a one-year period.



## Extension agreements

MOMLA 61(1)

Will come into force on a day to be named by proclamation of the Lieutenant Governor

Extension agreements are dealt with in the MA as follows:

- 378(1) "A municipality, by a by-law passed after the registration of the tax arrears certificate and before the expiry of the one-year period mentioned in subsection 379 (1), may authorize an extension agreement with the owner of the land, the spouse of the owner, a mortgagee or a tenant in occupation of the land extending the period of time in which the cancellation price is to be paid."

The above subsection is repealed (s. 61(1)) and the following substituted:

A municipality may, after the registration of the tax arrears certificate and before the expiry of the one-year period mentioned in subsection 379 (1), enter into an extension agreement, extending the period of time in which the cancellation price is to be paid, with any of the following persons:

1. Any owner of the land.
2. The spouse of any owner.
3. Any mortgagee.
4. Any tenant in occupation of the land.
5. Any person the treasurer is satisfied has an interest in the land.

Note that the clause, " by a by-law passed" has been removed.

These changes also apply to extension agreements with regard to expedited sale of forfeited corporate lands, in which case the extension agreement must be entered in to before the expiry of the ninety-day period mentioned in MA 373.1(2). In this situation, however, a person who wishes to enter into an extension agreement must first obtain the consent of the Minister responsible for the administration of the *Forfeited Corporate Property Act, 2015* (MA 378(1.2)).

## Changes to advertising requirements

MOMLA 62(3)

Will come into force on a day to be named by proclamation of the Lieutenant Governor

The requirements to advertise once a week in the *Ontario Gazette* and once a week for four weeks in a local newspaper (MA 379(2)(b)) are being struck out and replaced with, "in accordance with the regulations". We don't yet know what advertising requirements will be included in the yet to be proclaimed regulations.





## Payment into court

MOMLA 63(3)

Will come into force on a day to be named by proclamation of the Lieutenant Governor

When making payment into court of tax sale proceeds minus the cancellation price, you will have to submit, in addition to a statement of facts, the names and addresses to whom the statement will be sent (MA 380(2)). These parties include the everyone who had an interest in the property on the day the tax deed and the Public Guardian and Trustee, as well as one new one:

The Minister responsible for the administration of the *Forfeited Corporate Property Act, 2015*.

This will require an updated title search and execution search on the day that the tax deed is registered.

## Transition

MOMLA 68

Will come into force on a day to be named by proclamation of the Lieutenant Governor

If a tax arrears certificate is registered before the day that this section comes into force, the proceedings or other steps in MA Part XI as it read immediately before the coming into force of this section will apply.

## Changes that went into effect on December 10, 2016

A number of legislative changes were made that affected tax registrations and tax sales. These included

- Escheated land—limits on registration of a tax arrears certificate
- New notice requirements after registering a tax arrears certificate
- No lien on escheated or forfeited land if cancellation price is paid by an interested party
- New notice requirement after registering a tax deed or notice of vesting
- Notice after making payment into court
- Province may transfer certain properties to a municipality, if appropriate
- Crown disposing of forfeited corporate property

On November 9, 2016 we sent a memo to our clients about these changes. You can see this memo at

[realtax.ca/resource/news-articles/](http://realtax.ca/resource/news-articles/)

We hope you find this overview helpful.

All the best,  
The Realtax Team

TOWN OF FORT FRANCES  
Capital Financial Statement  
For the Five Months Ending Wednesday, May 31, 2017

|  |                        | Actual    | Budget         | Variance       | % Variance |
|--|------------------------|-----------|----------------|----------------|------------|
| <b>MARKET SQUARE DEVELOPMENT</b>                           |                        |           |                |                |            |
| Federal Grant  | 20-020-0251-0490-40400 | -         | (\$455,400.00) | (\$455,400.00) | 0.00%      |
| Provincial Grant   | 20-020-0251-0490-40412 | -         | (708,811.00)   | (708,811.00)   | 0.00%      |
| Contribution from Others                                   | 20-020-0251-0490-40437 | -         | (100,000.00)   | (100,000.00)   | 0.00%      |
| Contribution From Reserves                                 | 20-020-0251-0490-40952 | -         | (273,425.00)   | (273,425.00)   | 0.00%      |
| Market Square Development (2016 Carryover)                 | 20-020-0251-9286-71523 | 18,550.13 | 1,537,636.00   | 1,519,085.87   | 1.21%      |
| Total Market Square Development                            |                        | 18,550.13 | -              | (18,550.13)    | 0.00%      |
| <b>ADMINISTRATION</b>                                      |                        |           |                |                |            |
| Contribution from Others                                   | 20-020-0253-0490-40437 | -         | (22,330.00)    | (22,330.00)    | 0.00%      |
| Contribution From Reserves                                 | 20-020-0253-0490-40952 | -         | (93,170.00)    | (93,170.00)    | 0.00%      |
| Fibre Optic to Town Facilities                             | 20-020-0253-9125-71523 | -         | 10,000.00      | 10,000.00      | 0.00%      |
| Mag Locks & Access Control - Main Entry                    | 20-020-0253-9127-71471 | -         | 10,000.00      | 10,000.00      | 0.00%      |
| Main Entrances Remove and Replace Floor Tiles              | 20-020-0253-9127-71523 | 58.40     | 53,500.00      | 53,441.60      | 0.11%      |
| Replace Front Walkway/Sidewalk                             | 20-020-0253-9232-71523 | 5,978.40  | 42,000.00      | 36,021.60      | 14.23%     |
| Contribution From Reserves                                 | 20-020-0265-0490-40952 | -         | (68,000.00)    | (68,000.00)    | 0.00%      |
| Folding/Inserter Machine Replacement (approx. 100,000/yr.) | 20-020-0265-9107-71471 | -         | 18,000.00      | 18,000.00      | 0.00%      |
| Computer Upgrades/Server/Switches                          | 20-020-0265-9109-71471 | 40,017.26 | 35,000.00      | (5,017.26)     | 114.34%    |
| Financial Software Additions                               | 20-020-0265-9109-71503 | -         | 15,000.00      | 15,000.00      | 0.00%      |
| Total Administration                                       |                        | 46,054.06 | -              | (46,054.06)    | 0.00%      |
| <b>EMERGENCY SERVICES</b>                                  |                        |           |                |                |            |
| Contribution From Reserves                                 | 20-040-0410-0490-40952 | -         | (50,390.00)    | (50,390.00)    | 0.00%      |
| SCBA & Air Cylinders                                       | 20-040-0410-9122-75363 | -         | 3,900.00       | 3,900.00       | 0.00%      |
| GIS Capital Upgrade  | 20-040-0410-9123-71471 | 505.17    | 1,020.00       | 514.83         | 49.53%     |
| Fire Truck Replacement (2016 Carryover)                    | 20-040-0410-9133-71471 | 36,639.40 | 36,470.00      | (169.40)       | 100.46%    |
| Fire Hose Replacement/Portable Air Monitor                 | 20-040-0410-9239-71431 | -         | 9,000.00       | 9,000.00       | 0.00%      |
| Contribution From Reserves                                 | 20-040-0422-0490-40952 | -         | (5,830.00)     | (5,830.00)     | 0.00%      |
| Mobile Speed Sign  | 20-040-0422-9278-71471 | -         | 5,830.00       | 5,830.00       | 0.00%      |
| Total Emergency Services                                   |                        | 37,144.57 | -              | (37,144.57)    | 0.00%      |

TOWN OF FORT FRANCES  
Capital Financial Statement  
For the Five Months Ending Wednesday, May 31, 2017

|   |                        | Actual    | Budget       | Variance     | % Variance |
|---|------------------------|-----------|--------------|--------------|------------|
| <b>BY-LAW</b>   |                        |           |              |              |            |
| Contribution From Reserves                                      | 20-040-0440-0490-40952 | -         | (6,500.00)   | (6,500.00)   | 0.00%      |
| Ticket Device for Issuing Parking Tickets                       | 20-040-0440-9109-71471 | -         | 6,500.00     | 6,500.00     | 0.00%      |
| Total By-Law  |                        | -         | -            | -            | 0.00%      |
| <b>PUBLIC WORKS</b>   |                        |           |              |              |            |
| <b>Transporation</b>  |                        |           |              |              |            |
| Provincial Grant  | 20-060-0611-0490-40412 | -         | (911,974.00) | (911,974.00) | 0.00%      |
| Contribution from Others  | 20-060-0611-0490-40437 | -         | (15,550.00)  | (15,550.00)  | 0.00%      |
| Contribution From Reserves                                      | 20-060-0611-0490-40952 | -         | (262,437.00) | (262,437.00) | 0.00%      |
| Frog Creek Road - Surface Treatment Application                 | 20-060-0611-9268-71523 | -         | 44,750.00    | 44,750.00    | 0.00%      |
| Nelson Street Reconstruction from Mosher Ave west to mid block  | 20-060-0611-9274-71523 | -         | 216,063.00   | 216,063.00   | 0.00%      |
| Second Street E. Reconstruction between Mowat Ave & Portage Ave | 20-060-0611-9275-71523 | -         | 898,048.00   | 898,048.00   | 0.00%      |
| Oakwood Road - Surface Treatment Application                    | 20-060-0611-9283-71523 | -         | 31,100.00    | 31,100.00    | 0.00%      |
| Federal Grant   | 20-060-0614-0490-40400 | -         | (155,250.00) | (155,250.00) | 0.00%      |
| Contribution From Reserves                                      | 20-060-0614-0490-40952 | -         | (62,400.00)  | (62,400.00)  | 0.00%      |
| Public Works Small Equipment                                    | 20-060-0614-9105-71471 | 540.84    | 8,000.00     | 7,459.16     | 6.76%      |
| Asset Management Plan   | 20-060-0614-9115-71523 | 53,659.65 | 155,250.00   | 101,590.35   | 34.56%     |
| Stores / Coffee Room Renovations                                | 20-060-0614-9127-71471 | 58.39     | 40,000.00    | 39,941.61    | 0.15%      |
| Public Works Landscaping & Drainage Repairs                     | 20-060-0614-9129-71471 | 58.39     | 14,400.00    | 14,341.61    | 0.41%      |
| Federal Grant   | 20-060-0616-0490-40400 | -         | (46,231.00)  | (46,231.00)  | 0.00%      |
| Provincial Grant  | 20-060-0616-0490-40412 | -         | (431,715.00) | (431,715.00) | 0.00%      |
| Contribution From Reserves                                      | 20-060-0616-0490-40952 | -         | (1,737.00)   | (1,737.00)   | 0.00%      |
| Colonization Rd East from Scott to North of 5th St              | 20-060-0616-9277-71523 | 1,324.08  | 462,311.00   | 460,986.92   | 0.29%      |
| Mill Road Overpass Reconstruction                               | 20-060-0616-9303-71523 | 17,371.17 | 17,372.00    | 0.83         | 100.00%    |
| Federal Grant   | 20-060-0617-0490-40400 | -         | (281,026.00) | (281,026.00) | 0.00%      |
| Provincial Grant  | 20-060-0617-0490-40412 | -         | (69,644.00)  | (69,644.00)  | 0.00%      |
| Contribution from Others  | 20-060-0617-0490-40437 | -         | (15,000.00)  | (15,000.00)  | 0.00%      |
| Contribution From Reserves                                      | 20-060-0617-0490-40952 | -         | (110,750.00) | (110,750.00) | 0.00%      |
| Phair Ave. Reconstruction from 3rd to 5th- Sidewalk             | 20-060-0617-9271-71523 | 115.25    | -            | (115.25)     | 0.00%      |
| Nelson Street - Butler Ave. to Shevlin Ave.- Sidewalk           | 20-060-0617-9272-71523 | 803.90    | -            | (803.90)     | 0.00%      |
| Nelson Street Reconstruction from Mosher Ave West to mid block  | 20-060-0617-9274-71523 | -         | 22,811.00    | 22,811.00    | 0.00%      |
| Second Street E. Reconstruction between Mowat Ave & Portage Ave | 20-060-0617-9275-71523 | -         | 92,859.00    | 92,859.00    | 0.00%      |
| Kings Hwy/McIrvine Sidewalk                                     | 20-060-0617-9276-71523 | -         | 30,000.00    | 30,000.00    | 0.00%      |

TOWN OF FORT FRANCES  
Capital Financial Statement  
For the Five Months Ending Wednesday, May 31, 2017

|  |                                 | <u>Actual</u>     | <u>Budget</u> | <u>Variance</u>     | <u>% Variance</u> |
|--|---------------------------------|-------------------|---------------|---------------------|-------------------|
| Interlocking Bricks 200 Blocks of Scott Street (North & South sides) | 20-060-0617-9299-71523          | 17,935.20         | 330,750.00    | 312,814.80          | 5.42%             |
| Contribution From Reserves   | 20-060-0619-0490-40952          | -                 | (116,800.00)  | (116,800.00)        | 0.00%             |
| Lg Equipment Bobcat with Track & Attachments                         | 20-060-0619-9298-71471          | 117,045.37        | 116,800.00    | (245.37)            | 100.21%           |
| Contribution From Reserves   | 20-060-0623-0490-40952          | -                 | (15,000.00)   | (15,000.00)         | 0.00%             |
| 10 - Waterfront Walkway Poles  | 20-060-0623-9135-71471          | 13,437.31         | 15,000.00     | 1,562.69            | 89.58%            |
| Contribution From Reserves   | 20-060-0624-0490-40952          | -                 | (1,530.00)    | (1,530.00)          | 0.00%             |
| Engineering GIS Capital Upgrade                                      | 20-060-0624-9123-71471          | 757.76            | 1,530.00      | 772.24              | 49.53%            |
| Total Transportation   |                                 | <u>223,107.31</u> | <u>-</u>      | <u>(223,107.31)</u> | <u>0.00%</u>      |
| <b>Airport</b>   |                                 |                   |               |                     |                   |
| Contribution From Reserves   | 20-060-0660-0490-40952          | -                 | (25,000.00)   | (25,000.00)         | 0.00%             |
| Sanitary Holding Tank installation                                   | 20-060-0660-9304 + 20-060-06... | 940.91            | 25,000.00     | 24,059.09           | 3.76%             |
| Total Airport  |                                 | <u>940.91</u>     | <u>-</u>      | <u>(940.91)</u>     | <u>0.00%</u>      |
| <b>Parks</b>   |                                 |                   |               |                     |                   |
| Trade-In Value   | 20-160-1610-0490-40589          | -                 | (11,000.00)   | (11,000.00)         | 0.00%             |
| Cemetery Trust Donations   | 20-160-1610-0490-40632          | -                 | (11,000.00)   | (11,000.00)         | 0.00%             |
| Contribution From Reserves   | 20-160-1610-0490-40952          | -                 | (58,500.00)   | (58,500.00)         | 0.00%             |
| Small Equipment Replacement (Mowers & whipper snippers)              | 20-160-1610-9105-71471          | -                 | 5,500.00      | 5,500.00            | 0.00%             |
| Replace 1988 V406 - 3/4 ton 2WD Crew Cab Truck with 6'6" Box         | 20-160-1610-9133-71471          | 556.46            | 42,000.00     | 41,443.54           | 1.32%             |
| X730 Law Tractor c/w 60" mower deck (Trade in old X720 Tractor)      | 20-160-1610-9174-71471          | -                 | 33,000.00     | 33,000.00           | 0.00%             |
| Total Parks  |                                 | <u>556.46</u>     | <u>-</u>      | <u>(556.46)</u>     | <u>0.00%</u>      |
| <b>Landfill</b>  |                                 |                   |               |                     |                   |
| Contribution From Reserves   | 20-080-0860-0490-40952          | -                 | (75,000.00)   | (75,000.00)         | 0.00%             |
| Landfill Site Expansion - 2017 RFP and 1st Phase Design activities   | 20-080-0860-9238-71523          | -                 | 75,000.00     | 75,000.00           | 0.00%             |
| Total Landfill   |                                 | <u>-</u>          | <u>-</u>      | <u>-</u>            | <u>0.00%</u>      |
| Total Public Works   |                                 | <u>224,604.68</u> | <u>-</u>      | <u>(224,604.68)</u> | <u>0.00%</u>      |
| <b>LIONS MILLENIUM PARK</b>  |                                 |                   |               |                     |                   |
| Donations  | 20-160-1613-0430-40632          | (800.00)          | -             | 800.00              | 0.00%             |
| Contracted Works   | 20-160-1613-9232-71523          | -                 | -             | -                   | 0.00%             |
| Total Lions Millenium Park   |                                 | <u>(800.00)</u>   | <u>-</u>      | <u>800.00</u>       | <u>0.00%</u>      |

TOWN OF FORT FRANCES  
Capital Financial Statement  
For the Five Months Ending Wednesday, May 31, 2017

|   |                        | Actual           | Budget       | Variance           | % Variance   |
|---|------------------------|------------------|--------------|--------------------|--------------|
| <b>COMMUNITY SERVICES</b>                       |                        |                  |              |                    |              |
| <b>Day Care</b>                                 |                        |                  |              |                    |              |
| Contribution From Reserves                      | 20-120-1230-0490-40952 | -                | (77,200.00)  | (77,200.00)        | 0.00%        |
| Roof Replacement                                | 20-120-1230-9127-71523 | 58.39            | 42,200.00    | 42,141.61          | 0.14%        |
| Vehicle Replacement -AWD (2016 Carryover)       | 20-120-1230-9133-71471 | 29,586.13        | 35,000.00    | 5,413.87           | 84.53%       |
| Total Day Care                                  |                        | <u>29,644.52</u> | <u>-</u>     | <u>(29,644.52)</u> | <u>0.00%</u> |
| <b>MSC/Recreation</b>                           |                        |                  |              |                    |              |
| Contribution From Reserves                      | 20-160-1614-0490-40952 | -                | (8,000.00)   | (8,000.00)         | 0.00%        |
| Sunny Cove Upgrades (5-year Plan)               | 20-160-1614-9108-71523 | 57.97            | 8,000.00     | 7,942.03           | 0.72%        |
| Contribution From Reserves                      | 20-160-1620-0490-40952 | -                | (10,000.00)  | (10,000.00)        | 0.00%        |
| Fitness Equipment (annual)                      | 20-160-1620-9624-71471 | -                | 10,000.00    | 10,000.00          | 0.00%        |
| Contributions from Others                       | 20-160-1634-0490-40437 | (3,000.00)       | -            | 3,000.00           | 0.00%        |
| Contribution From Reserves                      | 20-160-1634-0490-40952 | -                | (166,345.00) | (166,345.00)       | 0.00%        |
| Small Capital Purchases                         | 20-160-1634-9105-71471 | 66.52            | -            | (66.52)            | 0.00%        |
| Olympia Edger                                   | 20-160-1634-9107-71471 | 7,841.00         | 5,245.00     | (2,596.00)         | 149.49%      |
| Ladies Sauna                                    | 20-160-1634-9127-71523 | 57.39            | 7,800.00     | 7,742.61           | 0.74%        |
| 52 Canadian Rink North Dehumidifier (Carryover) | 20-160-1634-9631-71471 | 17,500.00        | 23,000.00    | 5,500.00           | 76.09%       |
| IFK Compressor Rebuild                          | 20-160-1634-9633-71471 | -                | 40,000.00    | 40,000.00          | 0.00%        |
| 52 Canadian Brine Pump Filter (Maintenance)     | 20-160-1634-9637-71471 | -                | 8,000.00     | 8,000.00           | 0.00%        |
| 52 Canadian Compressor Overhaul                 | 20-160-1634-9637-71523 | 57.38            | 65,000.00    | 64,942.62          | 0.09%        |
| Auditorium Flooring                             | 20-160-1634-9638-71523 | 57.38            | 17,300.00    | 17,242.62          | 0.33%        |
| Total MSC/Recreation                            |                        | <u>22,637.64</u> | <u>-</u>     | <u>(22,637.64)</u> | <u>0.00%</u> |
| <b>HANDI-VAN</b>                                |                        |                  |              |                    |              |
| Federal Grant                                   | 20-060-0632-0490-40400 | -                | (23,775.00)  | (23,775.00)        | 0.00%        |
| Provincial Grant                                | 20-060-0632-0490-40412 | -                | (23,776.00)  | (23,776.00)        | 0.00%        |
| Contribution From Reserves                      | 20-060-0632-0490-40952 | -                | (131,067.00) | (131,067.00)       | 0.00%        |
| Handivan Bus (2016 Carry Over)                  | 20-060-0632-9133-71471 | -                | 178,618.00   | 178,618.00         | 0.00%        |
| Total Handi-Van                                 |                        | <u>-</u>         | <u>-</u>     | <u>-</u>           | <u>0.00%</u> |

TOWN OF FORT FRANCES  
Capital Financial Statement  
For the Five Months Ending Wednesday, May 31, 2017

|  |                        | Actual      | Budget       | Variance     | % Variance |
|--|------------------------|-------------|--------------|--------------|------------|
| <b>MULTI-USE TENNIS COURTS</b>                                       |                        |             |              |              |            |
| Provincial Grant   | 20-160-1636-0490-40412 | -           | (15,000.00)  | (15,000.00)  | 0.00%      |
| Contribution from Others   | 20-160-1636-0490-40437 | -           | (53,785.00)  | (53,785.00)  | 0.00%      |
| Contribution From Reserves   | 20-160-1636-0490-40952 | -           | (60,770.00)  | (60,770.00)  | 0.00%      |
| Tennis Courts (Carryover)  | 20-160-1636-9294-71523 | -           | 129,555.00   | 129,555.00   | 0.00%      |
| Total Multi-Use Tennis Courts  |                        | -           | -            | -            | 0.00%      |
| <b>LIBRARY</b>   |                        |             |              |              |            |
| Contribution From Reserves   | 20-160-1640-0490-40952 | -           | (35,000.00)  | (35,000.00)  | 0.00%      |
| Maker Space Equipment  | 20-160-1640-9105-71471 | -           | 10,000.00    | 10,000.00    | 0.00%      |
| Computer Upgrades  | 20-160-1640-9109-71471 | 296.60      | 20,000.00    | 19,703.40    | 1.48%      |
| New Library- Capital   | 20-160-1640-9165       | 543.53      | -            | (543.53)     | 0.00%      |
| Surveillance Upgrade   | 20-160-1640-9220-71471 | -           | 5,000.00     | 5,000.00     | 0.00%      |
| Total Library  |                        | 840.13      | -            | (840.13)     | 0.00%      |
| <b>MUSEUM</b>  |                        |             |              |              |            |
| Federal Grant  | 20-160-1645-0490-40400 | (69,300.00) | (77,000.00)  | (7,700.00)   | 90.00%     |
| Provincial Grant   | 20-160-1645-0490-40412 | -           | (77,000.00)  | (77,000.00)  | 0.00%      |
| Roof Replacement, Accessible Washroom, Front Entrance Ramp           | 20-160-1645-9127-71523 | 58.40       | 154,000.00   | 153,941.60   | 0.04%      |
| Contribution From Reserves   | 20-180-1810-0490-40952 | -           | (1,530.00)   | (1,530.00)   | 0.00%      |
| GIS Capital  | 20-180-1810-9109-71471 | 757.76      | 1,530.00     | 772.24       | 49.53%     |
| Total Museum   |                        | (68,483.84) | -            | 68,483.84    | 0.00%      |
| Total Community Services   |                        | (15,361.55) | -            | 15,361.55    | 0.00%      |
| <b>SANITARY SEWER</b>  |                        |             |              |              |            |
| Provincial Grant   | 20-080-0811-0490-40412 | -           | (200,912.00) | (200,912.00) | 0.00%      |
| Contributions from Revenue Fund                                      | 20-080-0811-0490-40954 | -           | (352,477.00) | (352,477.00) | 0.00%      |
| Sanitary Sewer Tools & Equipment                                     | 20-080-0811-9105-71471 | 3,561.72    | 12,000.00    | 8,438.28     | 29.68%     |
| GIS Capital Upgrades   | 20-080-0811-9123-71471 | 757.76      | 1,530.00     | 772.24       | 49.53%     |
| Refurbish Manholes   | 20-080-0811-9138-71523 | -           | 50,000.00    | 50,000.00    | 0.00%      |
| Design for Infrastructure Renewal Project for 2018 Construction Work | 20-080-0811-9238-71523 | 30,927.40   | 37,500.00    | 6,572.60     | 82.47%     |
| Phair Ave. Reconstruction from 3rd to 5th                            | 20-080-0811-9271-71523 | 517.35      | -            | (517.35)     | 0.00%      |
| Nelson Street Reconstruction from Mosher Ave west to mid block       | 20-080-0811-9274-71523 | 550.00      | 184,476.00   | 183,926.00   | 0.30%      |
| Second Street E. Reconstruction from Mowat Ave & Portage Ave         | 20-080-0811-9275-71523 | 550.00      | 267,883.00   | 267,333.00   | 0.21%      |



TOWN OF FORT FRANCES  
Capital Financial Statement  
For the Five Months Ending Wednesday, May 31, 2017

|  |                        | <u>Actual</u>            | <u>Budget</u>     | <u>Variance</u>            | <u>% Variance</u>   |
|--|------------------------|--------------------------|-------------------|----------------------------|---------------------|
| Colonization Rd. E. Reconstruction from Scott St. to WTP                       | 20-080-0811-9277-71523 | 19.36                    | -                 | (19.36)                    | 0.00%               |
| Total Sanitary Sewer   |                        | <u>36,883.59</u>         | <u>-</u>          | <u>(36,883.59)</u>         | <u>0.00%</u>        |
| <b>SEWAGE TREATMENT PLANT</b>  |                        |                          |                   |                            |                     |
| Provincial Grant   | 20-080-0812-0490-40412 | (41,582.59)              | (83,166.00)       | (41,583.41)                | 50.00%              |
| Contribution From Reserves   | 20-080-0812-0490-40952 | -                        | (103,102.00)      | (103,102.00)               | 0.00%               |
| Contributions from Revenue Fund  | 20-080-0812-0490-40954 | -                        | (384,138.00)      | (384,138.00)               | 0.00%               |
| Misc. Capital Upgrades   | 20-080-0812-9105-71471 | 822.07                   | 120,000.00        | 119,177.93                 | 0.69%               |
| Honeywell Improvements at STP including Street lighting                        | 20-080-0812-9280-71523 | -                        | 50,406.00         | 50,406.00                  | 0.00%               |
| Sludge Watering Upgrades   | 20-080-0812-9290-71523 | <u>60,515.60</u>         | <u>400,000.00</u> | <u>339,484.40</u>          | <u>15.13%</u>       |
| Total Sewage Treatment Plant   |                        | <u>19,755.08</u>         | <u>-</u>          | <u>(19,755.08)</u>         | <u>0.00%</u>        |
| <b>WATER TREATMENT PLANT</b>   |                        |                          |                   |                            |                     |
| Contributions from Revenue Fund  | 20-080-0831-0490-40954 | -                        | (60,000.00)       | (60,000.00)                | 0.00%               |
| Misc. Small Capital Equipment  | 20-080-0831-9105-71471 | <u>8,240.56</u>          | <u>60,000.00</u>  | <u>51,759.44</u>           | <u>13.73%</u>       |
| Total Water Treatment Plant  |                        | <u>8,240.56</u>          | <u>-</u>          | <u>(8,240.56)</u>          | <u>0.00%</u>        |
| <b>WATERWORKS ADMINISTRATION</b>   |                        |                          |                   |                            |                     |
| Provincial Grant   | 20-080-0832-0490-40412 | (108,030.41)             | (181,132.00)      | (73,101.59)                | 59.64%              |
| Contributions from Revenue Fund  | 20-080-0832-0490-40954 | -                        | (982,156.00)      | (982,156.00)               | 0.00%               |
| Miscellaneous Tools/Equipment  | 20-080-0832-9105-71471 | 3,310.73                 | 12,000.00         | 8,689.27                   | 27.59%              |
| Replace 1995 Large Wheeled Hyundai Excavator                                   | 20-080-0832-9107-71471 | -                        | 400,000.00        | 400,000.00                 | 0.00%               |
| GIS Capital Upgrades   | 20-080-0832-9123-71471 | 1,515.49                 | 3,055.00          | 1,539.51                   | 49.61%              |
| Replacing Main Line Water Valves/Hydrants (to be included in Nelson St Tender) | 20-080-0832-9137-71523 | -                        | 100,000.00        | 100,000.00                 | 0.00%               |
| Design for Infrastructure Renewal 2018 Construction Work                       | 20-080-0832-9238-71523 | 30,927.39                | 37,500.00         | 6,572.61                   | 82.47%              |
| Phair Ave. Reconstruction from 3rd to 5th                                      | 20-080-0832-9271-71523 | 585.95                   | -                 | (585.95)                   | 0.00%               |
| Nelson Street Reconstruction from Mosher Ave west to mid block                 | 20-080-0832-9274-71523 | -                        | 137,917.00        | 137,917.00                 | 0.00%               |
| Second Street E. Reconstruction between Mowat Ave & Portage Ave                | 20-080-0832-9275-71523 | -                        | 241,509.00        | 241,509.00                 | 0.00%               |
| Colonization Rd. E. Reconstruction from Scott St. to WTP                       | 20-080-0832-9277-71523 | 141.24                   | -                 | (141.24)                   | 0.00%               |
| Mill Road Overpass Reconstruction  | 20-080-0832-9303-71523 | -                        | 231,307.00        | 231,307.00                 | 0.00%               |
| Total Waterworks Administration  |                        | <u>(71,549.61)</u>       | <u>-</u>          | <u>71,549.61</u>           | <u>0.00%</u>        |
| <b>Total Capital</b>   |                        | <b><u>303,521.51</u></b> | <b><u>-</u></b>   | <b><u>(303,521.51)</u></b> | <b><u>0.00%</u></b> |

**TOWN OF FORT FRANCES**  
**General Fund (Operating) Summary**  
**For the Five Months Ending Wednesday, May 31, 2017**

|  | <u>Actual</u>         | <u>Budget</u>         | <u>Variance</u>       | <u>% Variance</u> |
|--|-----------------------|-----------------------|-----------------------|-------------------|
| <b>CORPORATE</b>                         |                       |                       |                       |                   |
| Municipal Tax Levy                       | (\$5,102,243.20)      | (\$10,595,333.00)     | (\$5,493,089.80)      | 48.16%            |
| Education Tax Levy                       | (818,293.91)          | (1,599,847.00)        | (781,553.09)          | 51.15%            |
| W/O Municipal                            | 1,297.17              | 226,140.00            | 224,842.83            | 0.57%             |
| W/O Education                            | 2,066.82              | 21,007.00             | 18,940.18             | 9.84%             |
| OMPF                                     | (1,553,250.00)        | (3,106,500.00)        | (1,553,250.00)        | 50.00%            |
| Payments-in-Lieu                         | (17,373.85)           | (789,904.00)          | (772,530.15)          | 2.20%             |
| Sale of Land                             | (43,650.00)           | -                     | 43,650.00             | 0.00%             |
| Mayor & Council                          | 189,410.64            | 719,600.00            | 530,189.36            | 26.32%            |
| Contribution to Reserves & Reserve Funds | -                     | 1,375,000.00          | 1,375,000.00          | 0.00%             |
| Long Term Debt                           | 122,331.16            | 633,228.00            | 510,896.84            | 19.32%            |
| Riverside Health Care/Dr Recruitment     | 68,000.00             | 68,000.00             | -                     | 100.00%           |
| Clinic Financing Interest                | -                     | 7,000.00              | 7,000.00              | 0.00%             |
| RR DSSAB                                 | 806,555.53            | 1,991,502.00          | 1,184,946.47          | 40.50%            |
| Northwestern Health Unit                 | 184,406.70            | 368,814.00            | 184,407.30            | 50.00%            |
| Economic Development                     | 57,983.67             | 167,768.00            | 109,784.33            | 34.56%            |
| Travel Information Centre                | 7,583.62              | 19,000.00             | 11,416.38             | 39.91%            |
| Solar Panel Project                      | (3,028.76)            | (25,625.00)           | (22,596.24)           | 11.82%            |
| English Public School Board              | 358,642.90            | 1,308,908.00          | 950,265.10            | 27.40%            |
| English Separate School Board            | 73,111.84             | 265,764.00            | 192,652.16            | 27.51%            |
| French Public School Board               | 344.73                | 1,322.00              | 977.27                | 26.08%            |
| French Separate School Board             | 855.77                | 2,846.00              | 1,990.23              | 30.07%            |
| Total Corporate                          | <u>(5,665,249.17)</u> | <u>(8,941,310.00)</u> | <u>(3,276,060.83)</u> | <u>63.36%</u>     |
| <b>ADMINISTRATION AND FINANCE</b>        |                       |                       |                       |                   |
| Other Unassigned Revenue                 | (116,813.66)          | (319,195.00)          | (202,381.34)          | 36.60%            |
| Administration                           | 97,835.28             | 382,295.00            | 284,459.72            | 25.59%            |
| Admin Vehicle                            | 2,729.87              | 3,330.00              | 600.13                | 81.98%            |
| Municipal Buildings                      | 5,796.58              | 11,830.00             | 6,033.42              | 49.00%            |
| HR Department                            | 25,389.95             | 58,500.00             | 33,110.05             | 43.40%            |
| Clerk                                    | 122,790.27            | 198,660.00            | 75,869.73             | 61.81%            |
| Treasury                                 | 382,678.34            | 397,297.00            | 14,618.66             | 96.32%            |
| FFPC Administration                      | 53,692.24             | 108,000.00            | 54,307.76             | 49.72%            |
| Total Administration and Finance         | <u>574,098.87</u>     | <u>840,717.00</u>     | <u>266,618.13</u>     | <u>68.29%</u>     |
| <b>EMERGENCY SERVICES</b>                |                       |                       |                       |                   |
| Emergency Services                       | 405,998.71            | 963,438.00            | 557,439.29            | 42.14%            |
| Emergency Measures                       | 3,289.27              | 14,107.00             | 10,817.73             | 23.32%            |
| 911 Service                              | 11,454.58             | 11,800.00             | 345.42                | 97.07%            |
| Police Revenue                           | (13,851.59)           | (24,000.00)           | (10,148.41)           | 57.71%            |
| Police Services Board                    | 2,794.20              | 17,670.00             | 14,875.80             | 15.81%            |
| Police Administration                    | 866,164.51            | 2,030,005.00          | 1,163,840.49          | 42.67%            |
| Total Emergency Services                 | <u>1,275,849.68</u>   | <u>3,013,020.00</u>   | <u>1,737,170.32</u>   | <u>42.34%</u>     |
| <b>COMMUNITY SERVICES</b>                |                       |                       |                       |                   |
| Sister Kennedy Centre                    | 21,171.52             | 43,053.00             | 21,881.48             | 49.18%            |
| Fort Frances Children's Complex          | 95,057.48             | 51,358.00             | (43,699.48)           | 185.09%           |
| Best Start Hub                           | (24,068.40)           | -                     | 24,068.40             | 0.00%             |
| Day Care Resource Teachers               | (19,311.46)           | -                     | 19,311.46             | 0.00%             |
| Handi-Transit System                     | (4,188.76)            | 103,377.00            | 107,565.76            | (4.05%)           |
| Townshend Theatre                        | (4,176.17)            | -                     | 4,176.17              | 0.00%             |
| Recreation Facilities                    | 350,766.33            | 602,187.00            | 251,420.67            | 58.25%            |
| Recreation Programs                      | (73,046.70)           | 138,656.00            | 211,702.70            | (52.68%)          |
| Community Services                       | 62,610.95             | 133,742.00            | 71,131.05             | 46.81%            |
| Sunny Cove Camp                          | 6,990.42              | 23,705.00             | 16,714.58             | 29.49%            |
| Fort Frances Public Library              | 224,211.09            | 480,749.00            | 256,537.91            | 46.64%            |
| Museum                                   | 76,230.62             | 144,027.00            | 67,796.38             | 52.93%            |
| Waterfront Development/Marina            | (8,033.40)            | 38,056.00             | 46,089.40             | (21.11%)          |
| Total Community Services                 | <u>704,213.52</u>     | <u>1,758,910.00</u>   | <u>1,054,696.48</u>   | <u>40.04%</u>     |

**TOWN OF FORT FRANCES**  
**General Fund (Operating) Summary**  
**For the Five Months Ending Wednesday, May 31, 2017**

|                                    | <u>Actual</u>         | <u>Budget</u>        | <u>Variance</u>      | <u>% Variance</u> |
|------------------------------------|-----------------------|----------------------|----------------------|-------------------|
| <b>OPERATIONS AND FACILITIES</b>   |                       |                      |                      |                   |
| PW Administration                  | 1,612.56              | (198,059.00)         | (199,671.56)         | (0.81%)           |
| PW Buildings & Yards               | 60,179.53             | 119,380.00           | 59,200.47            | 50.41%            |
| Municipal Roads                    | 496,812.64            | 1,382,899.00         | 886,086.36           | 35.93%            |
| Public Parking Lots                | 3,020.84              | 16,994.00            | 13,973.16            | 17.78%            |
| Sidewalks                          | 32,812.68             | 101,671.00           | 68,858.32            | 32.27%            |
| Private Works Charges              | 7,523.05              | 47,060.00            | 39,536.95            | 15.99%            |
| Private Crossing Charges           | 2,698.46              | 16,678.00            | 13,979.54            | 16.18%            |
| PW Vehicles                        | 89,865.40             | 230,462.00           | 140,596.60           | 38.99%            |
| PW Equipment                       | 74,959.25             | 264,141.00           | 189,181.75           | 28.38%            |
| PW Stores                          | 29,681.96             | 72,336.00            | 42,654.04            | 41.03%            |
| Traffic Signal Maintenance         | 2,931.47              | 8,735.00             | 5,803.53             | 33.56%            |
| Streetlight Maintenance            | 32,806.24             | 75,496.00            | 42,689.76            | 43.45%            |
| Garbage Collection                 | (46,404.28)           | (208,376.00)         | (161,971.72)         | 22.27%            |
| Recycling Services                 | 53,774.81             | 213,649.00           | 159,874.19           | 25.17%            |
| Sanitary Landfill                  | (53,291.78)           | (5,273.00)           | 48,018.78            | 1010.65%          |
| Engineering                        | 13,973.80             | 33,795.00            | 19,821.20            | 41.35%            |
| Airport                            | 21,458.72             | (28,880.00)          | (50,338.72)          | (74.30%)          |
| Airport Building Maintenance       | 20,327.47             | 46,625.00            | 26,297.53            | 43.60%            |
| Airport Grounds Maintenance        | 4,029.43              | 63,704.00            | 59,674.57            | 6.33%             |
| Parks & Cemeteries Maintenance     | 64,526.97             | 163,466.00           | 98,939.03            | 39.47%            |
| Fort Frances Cemetery              | 34,499.51             | 78,580.00            | 44,080.49            | 43.90%            |
| Riverview Cemetery                 | 27,127.72             | 186,636.00           | 159,508.28           | 14.54%            |
| Point Park                         | (4,228.25)            | 30,111.00            | 34,339.25            | (14.04%)          |
| Parks - Outdoor Facilities         | 71,205.02             | 266,840.00           | 195,634.98           | 26.68%            |
| Lions Millennium Park              | 4,659.62              | 9,634.00             | 4,974.38             | 48.37%            |
| Total Operations and Facilities    | <u>1,046,562.84</u>   | <u>2,988,304.00</u>  | <u>1,941,741.16</u>  | <u>35.02%</u>     |
| <b>PLANNING AND DEVELOPMENT</b>    |                       |                      |                      |                   |
| Civic Centre                       | 32,842.43             | 114,718.00           | 81,875.57            | 28.63%            |
| By-Law Enforcement                 | 66,784.21             | 146,640.00           | 79,855.79            | 45.54%            |
| Animal Shelter                     | 2,453.09              | 9,105.00             | 6,651.91             | 26.94%            |
| Building Official                  | 29,228.87             | 21,776.00            | (7,452.87)           | 134.23%           |
| Planning & Zoning                  | 1,296.02              | 48,120.00            | 46,823.98            | 2.69%             |
| Total Planning and Development     | <u>132,604.62</u>     | <u>340,359.00</u>    | <u>207,754.38</u>    | <u>38.96%</u>     |
| Sub-Total General Fund (Operating) | <u>(1,931,919.64)</u> | <u>-</u>             | <u>1,931,919.64</u>  | <u>0.00%</u>      |
| TOTAL BUDGET- Revenue              | (9,643,374.74)        | (21,739,787.00)      | (12,096,412.26)      | 44.36%            |
| TOTAL BUDGET- Expenditures         | <u>7,711,455.10</u>   | <u>21,739,787.00</u> | <u>14,028,331.90</u> | <u>35.47%</u>     |
|                                    | <u>(1,931,919.64)</u> | <u>-</u>             | <u>1,931,919.64</u>  | <u>0.00%</u>      |

**TOWN OF FORT FRANCES**  
**Water and Sewer Fund (Operating) Summary**  
**For the Five Months Ending Wednesday, May 31, 2017**

|                               | <u>Actual</u>       | <u>Budget</u>  | <u>Variance</u>   | <u>% Variance</u> |
|-------------------------------|---------------------|----------------|-------------------|-------------------|
| Water and Sewer Fund          |                     |                |                   |                   |
| WATER                         |                     |                |                   |                   |
| Waterworks Administration     | (\$653,179.40)      | (\$680,548.00) | (\$27,368.60)     | 95.98%            |
| Water Treatment Plant         | 277,571.46          | 556,442.00     | 278,870.54        | 49.88%            |
| Water Storage Facility        | 12,029.40           | 124,106.00     | 112,076.60        | 9.69%             |
|                               | <u>(363,578.54)</u> |                | <u>363,578.54</u> | <u>0.00%</u>      |
| SEWER                         |                     |                |                   |                   |
| Sanitary Sewer Administration | (719,099.13)        | (756,652.00)   | (37,552.87)       | 95.04%            |
| Sewage Treatment Plant        | 277,281.67          | 756,652.00     | 479,370.33        | 36.65%            |
|                               | <u>(441,817.46)</u> |                | <u>441,817.46</u> | <u>0.00%</u>      |