

TOWN OF FORT FRANCES

AGENDA - August 21, 2017

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 097) 5:00 PM

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1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof.**
4. **In-Camera:**
 - 4.1 Personal matters about an identifiable individual, including municipal or local board employees: Performance Appraisal
 - 4.2 A proposed or pending acquisition or disposition of land by the municipality or local board: Purchase Town Right of Way
5. **Public Session Resumes in Council Chambers:**
6. **Council Reports on Board & Committee Activity:**
 - 6.1 Mayor Roy Avis - Verbal Update
Councillor Doug Kitowski - Verbal Update
Councillor Ken Perry - Verbal Update
Councillor G. Paul Ryan - Verbal Update
7. **Consent Agenda:**
 - 7.1 Sister Kennedy Centre Request to Suspend Calendar Parking in the 400 & 500 Blocks of Nelson Street (October 6, 2017) 6
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to waive Calendar Parking in the 400 & 500 Blocks of Nelson Street during the Seniors' Fair being held October 6, 2017 from 9:00am to 3:00pm.
 - 7.2 Deeming of Properties at 740 Sixth Street West and 730 Sixth Street West (Plan 48M353 Lots 34&33) 7
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee which will complete the application process and allow a By-law be created for property deeming.

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7.3 Official Plan Amendment and Zoning By-law Amendment for 605 McIrvine Road - approval of this report will agree to the recommendation of the Planning & Development Executive Committee and Committee of Adjustment to allow adoption by Council for a Site Specific Policy to the Official Plan Section 4.2.2 which allows Employment as well as Institutional designation and further change the Zoning designation from Enterprise to Institutional at 605 McIrvine Road.	8 - 25
7.4 Request for Water Well Installation - Church of the Holy Spirit - approval of this report will agree to the recommendation of the Planning & Development Executive Committee to allow a certified drilled well to be permitted at 1408 Eighth Street for development of the property, further if the Town installs water service on Eighth Street prior to development, the owner must abide by the Official Plan and connect to domestic water supply available from the Town of Fort Frances.	26 - 27
7.5 Residential Property Review and Future Residential Development Planning - approval of this report will agree to the recommendation of the Planning & Development Executive Committee to proceed with tendering of the Erin Crescent subdivision which would place the sewer and water in the ground fall of 2017, site services to be installed in 2018 construction season and completion of curbing and paving the fall of 2018.	28 - 30
7.6 Volunteer Firefighter Employment Policy - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to revise and approve the Corporation's Volunteer Firefighter Employment Policy as attached.	31 - 36
7.7 Modernizing Ontario's Municipal Legislation (Bill 68) - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to proceed with the preparation of a draft 'Code of Conduct' and further inquire with other regional municipalities in regard to a joint RFP to source an Integrity Commissioner.	37 - 38
7.8 Amendment to Existing Employee Communication Policy 3.9 - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to delete this policy.	39 - 40

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7.9 Kiwanis Skate Park Brick Donation - B. Godin	41 - 42
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to place an acknowledgement of the generous contributions to the Skate Park at the arena.	
7.10 D. Brown, CAO - Purchase Card Expenses	43 - 47
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the purchase card expenses in the total amount of \$100.57 as submitted by D. Brown, CAO for his attendance at a litigation meeting held on June 19 & 20, 2017 in Thunder Bay.	
7.11 D. Brown, CAO - Northwestern Ontario CAO's Group Travel Expense	48 - 52
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the Travel Expense Claim in the amount of \$160.07 as submitted by D. Brown, CAO for his attendance at the Northwestern Ontario CAO's Group meeting with MPAC and the Ministry of Municipal Affairs in Thunder Bay.	
7.12 Request for Reconsideration - Minutes of Settlement	53 - 69
(600 Kings Hwy, 620 Kings Hwy, 363 Church Street, 942 Crowe Avenue, 504 Armit Avenue, Williams Avenue)	
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the minutes of settlement for the above properties for the 2017 taxation year and the 2014/2015 taxation years as listed in the report.	
7.13 Amended Property Assessment	70 - 77
(1721 Kings Hwy, 1700 Kings Hwy and 335 Scott Street)	
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Amended Property Assessment Notice for properties listed above for the 2017 Taxation year.	
7.14 Amended Property Assessment Notice & Minutes of Settlement	78 - 86
(Pit Road No. 2 2016/2017 and 1533 Kings Hwy 2016)	
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Amended Property Assessment Notice for property listed above for the 2016 & 2017 taxation years and to receive the Minutes of Settlement for property listed above for the 2016 taxation year due to prior year	

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	consolidation.	
7.15	Easement Agreement with Alberton for provision of sewer and water to 45 Oakwood Road - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to approve the easement agreement between the Town of Fort Frances and Township of Alberton and further that executed documents are brought forward to Council with appropriate authorizing by-law to be executed by the Mayor and Clerk on behalf of the Corporation.	87 - 93
7.16	Annual Energy Consumption Report - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to accept and make available the report to the public and further that the Town's Energy Conservation and Demand Management Plan be updated as outlined in the report.	94 - 101
7.17	2018 Intake of the Ontario Community Infrastructure Fund (OCIF) - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to select the reconstruction of 8th Street East from Minnie Avenue to Mill Road for application to the 2018 intake of OCIF and further that the application be completed and submitted prior to the September 27, 2017 deadline.	102 - 103
7.18	June 2017 Drinking Water Systems Monthly Summary Report - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to accept the June 2017 report prior to it being made available to the general public.	104 - 111
7.19	Removal of Traffic Control Signals - 2017 Budgetary Cost Reducing Strategy - Report 2 - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to approve the unbudgeted expense of \$52,000.00 to purchase a new controller set complete with Pedestrian Signal APS to meet Accessibility requirements and video detection for the intersection of Keating Avenue and Kings Highway as a pilot in 2017 and further that the replacement of six additional controllers be brought forward to the 2018 Capital Budget.	112 - 120
7.20	Healthier Beverage Choices Policy - Memorial Sports Centre - approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse the attached	121 - 126

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policy for the Memorial Sports Centre regarding Healthier Beverage Choices in vending machines as proposed by the North Western Health Unit.	
7.21 Awarding Memorial Sports Center Canteen RFP	127 -
- approval of this report will agree to the recommendation of the Community Services Executive Committee to enter into an agreement with Wasaw Enterprises for the purposes of providing canteen services in the Memorial Sports Centre from September 1, 2017 to June 30, 2019 as attached with the option to renew for an additional two year term, further that an authorizing by-law be prepared and brought forward at the next Council meeting.	143
8. <u>Operations and Facilities Division:</u>	
8.1 Verbal Update on Capital Projects	
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10. <u>Non-agenda items:</u>	

11. ADJOURNMENT



Date: August 8th, 2017

Report To: Mayor & Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Sister Kennedy Centre Request to Suspend Calendar Parking in the 400 & 500 Blocks of Nelson Street.

Mayor & Council will recall that the Town of Fort Frances has received annual requests from the Sister Kennedy Centre in regards to the suspension of calendar parking on Nelson Street to accommodate parking for the District 1A Senior Games and a Senior's Fair.

On Friday June 30th, 2017, I received a letter from the Sister Kennedy Centre's Manager Cindy Noble, requesting the parking accommodation for Nelson Street again on October 6th, 2017 from 9am to 3pm. As per previous year's requests, this office has no concerns with making this parking accommodation for the Sister Kennedy Centre.

The Planning & Development Executive Committee at their regular meeting on August 8th, 2017 discussed this request and is recommending to Council that the request from the Sister Kennedy Centre to suspend Calendar Parking in the 400 & 500 Blocks of Nelson Street on October 6th, 2017 to accommodate the Senior's Fair be approved.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Patrick Briere", is written over a horizontal line.

Patrick Briere
By-Law Enforcement Officer

<p>Council approval of this report will: authorize Calendar Parking be waived in the 400 & 500 Blocks of Nelson Street during the Seniors' Fair being held October 6th, 2017 from 9:00am to 3:00pm.</p>

Date: August 15, 2017

Report To: Mayor & Council

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **Deeming of Properties 740 Sixth Street W and 730 Street**

The properties located at 740 Sixth Street W and 730 Sixth Street west, are owned by 757446 Ontario LTD (Ed Halverson). 757446 Ontario LTD has applied to have the two properties deemed as a single property.

The Planning and Development Committee reviewed the application at their regular meeting August 8, 2017. Deeming these two properties as one, will allow for expansion of the existing building in the future as well having proper parking as regulated in the Town's Zoning By-Law 03/14.

The Planning and Development Committee recommends the deeming of 740 and 730 Sixth Street West. By approving this report as submitted, will complete the application process and allow a By-Law to be created for the property deeming.

Respectfully submitted,

Original Signed By

Tyson Dennis
Chief Building Official/Municipal Planner

<p>Council approval of this report will: complete the application process and allow a By-Law to be created for the property deeming.</p>

Date: August 15, 2017

Report To: Mayor & Council

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: Official Plan Amendment and Zoning By-Law Amendment for 605 McIrvine Road

The Evangelical Fellowship Church has been working with 1921495 Ontario Limited, to purchase 605 McIrvine Road (the “site”) also known as the “Old Bingo Hall”. This building has been vacant for twelve plus years and the owners have been actively pursuing a sale of this land and building.

Since January 2017, The Evangelical Fellowship Church has had an accepted offer to purchase with the condition of obtaining an Official Plan Amendment and a Zoning By-Law Amendment. The site is currently designated in the Town’s Official Plan-2011, Ministerial Approval: December 3, 2012 as, Employment Area and zoned as Enterprise in the Town’s Zoning By-Law 03/14 (adopted January 27, 2014). For the accepted offer of purchase to be completed, the OP requires a site-specific policy to reflect the proposed place of worship use and the site needs to be rezoned to permit the proposed use. =

The effect of the Official Plan Amendment is to add a site-specific policy in the Official Plan in Section 4.2.2 of the OP as a new paragraph after the second paragraph to state, “In keeping with the Employment Area objectives in this Official Plan, the lands municipally known as 605 McIrvine Road, legally described as Parcel 26018, Part Lot 41, River Range, being Part 2, 48 R 3747, Fort Frances shall be zoned as Institutional which permits a place of worship, in addition to other employment-generating uses.” The effect of this new policy would allow the 605 McIrvine property to be used as a place of worship. The proposed site-specific amendment is in keeping with the intention of the Employment Area objectives and policies that support employment-generating uses on the site and implemented through Institutional zones.

The Zoning change from Enterprise to Institutional, permits a Place of Worship to be located at 605 McIrvine Road.

A Public Meeting was held Thursday August 3, 2017 at the monthly Committee of Adjustment meeting. The Evangelical Fellowship Church, as well as their retained Planning Firm, WSP Ottawa, attended the meeting and presented the applications and answered questions for the Committee. The presentation was informative and expressed the reasons for purchasing the property for better accessibility, safety for the congregation, parking and having more space for their growing congregation.

WSP representative, Nadia De Santi spoke to how the 2014 Provincial Policy Statement (PPS) provides policies and guidance on development. Ms. De Santi highlighted a key policy in the PPS, Policy 1.3.1 (a) that refers to the provision of an “appropriate mix and range of employment and institutional uses to meet long-term needs.” Ms. De Santi’s professional planning opinion was that the proposed OPA and ZBLA are consistent with the 2014 PPS, conforms to the Official Plan, meets the general intent and purpose of the Zoning By-law, is in the public interest, and is an appropriate use of the land.

At the regular Planning and Development Executive meeting on August 8, 2017, the Committee had the opportunity to hear a presentation from Ms. Cheryl Rogoza, Board member and Treasurer of the Evangelical Church as well as Nadia De Santi of WSP in Ottawa. The applications were discussed explaining reasoning for finding a new building of worship, why 605 McIrvine is an ideal facility, the sections of the Provincial Policy Statement that allows and promotes a mix and range of long-term needs of development areas to support livable and resilient communities. Reference was made as the site-specific policy would still allow for employment opportunities to be permitted in the future at 605 McIrvine.

Committee members had the opportunity to ask questions and discuss the applications with the applicants. It is the recommendation from the Committee of Adjustment, Planning and Development Department as well as the Planning and Development Executive Committee, to implement a Site-Specific Policy to the Official Plan in section 4.2.2. allowing the site to be zoned Institutional, in addition to other employment-generating uses and change the Zoning of the site from Enterprise to Institutional.

Respectfully submitted,

Original Signed By

Tyson Dennis
Chief Building Official/Municipal Planner

Council approval of this report will: will allow adoption from Council for a Site-Specific Policy to be added to Section 4.2.2 of the Official Plan to allow a place of worship as a permitted use on the site, in addition to other employment-generating uses; and to allow a zoning change from Enterprise to Institutional at 605 McIrvine Road.

MANAHAN CONSULTING

897515 Ontario Limited
304 - 101 Syndicate Avenue North
Thunder Bay, Ontario
P7C 3V4

Phone 807 623 2823 ; fax 807 623 2823 ; email mancons@tbaytel.net

PLANNING JUSTIFICATION

THE PROPERTY – LEGAL DETAILS

The lands have a municipal address of 605 McIrvine Road and a legal description of PCL 26018 SEC Rainy River, Pt Lot 41 River Range McIrvine Pt 2, 48R- 3747 Fort Frances.

PURPOSE AND INTENT

The basic premise of this planning justification is that the property at 605 McIrvine Road be rezoned to either include the permitted uses found in the Institutional Zone or be rezoned into the Institutional Zone.

The immediate intent is to allow the congregation of Evangelical Fellowship Church to use the property as a place of worship – a use that is contained in the current list of permitted uses in the Institutional Zone, while in the longer term continuing a list of possible future uses that support employment and at the same time are suited to the current assembly hall building that exists on the land.

THE PROPERTY AND SURROUNDING LANDS

The building is a one story structure with a 947 square metre footprint, situated on a parcel of land with approximately 74 metres frontage on McIrvine Road and having a lot area of 15,309 square metres. The building is complemented with asphalt parking and driveway area of approximately 5,667 square metres capable of supporting occupancy of up to 300 persons. 122 parking spaces are provided, including 6 barrier free spaces. This is well in excess of the 75 spaces that are required.

The interior of the building includes a foyer and a large open hall with complimentary side administration and client service space. The property is serviced with natural gas, as well as municipal electricity, sewer and water, telephone and municipal road.

The property is located in the west side of Fort Frances, along an interior road that accesses from King's Highway.

Lands to the east are used as a major recreation area, Fort Frances High School, Confederation College, and an elementary school. Surrounding additional uses include an old farmer's market now being redeveloped into a veterinary clinic, Peterbilt (a truck repair and fueling business), a storage yard, Uniongas shop and storage yard, and various empty lots. A Rail line also exists in the area.

McIrvine Road is a linking road providing access to the north end of Fort Frances as well as servicing the municipal landfill site, airport and numerous dwellings. Traffic flow along McIrvine Road is impacted from time to time by railway traffic intersecting the road.

CHURCH'S RATIONALE FOR ACQUIRING THESE LANDS

The Evangelical Fellowship Church of Fort Frances has a congregation of approximately 50 to 60 adults and about 12 children, and normally experiences parking involving 15 to 20 vehicles for Sunday morning services. Some weekday activity such as Bible study groups occur with much smaller attendance and parking.

Employment by the church has typically consisted of a Pastor and janitorial staff, and may from time to time or in the future include a youth Pastor and/or a Church Secretary.

The Church has outgrown its present location, and has a purchaser for the property if they do relocate.

The Bingo Hall building is one level -- a feature that is important to elderly and handicapped members and visitors. The hall format is immediately useable and requires minimum renovation.

There is adequate parking whereas the current location involves parking that spills into a residential street and generates congestion and overcrowding of street parking. The McIrvine Road location has significantly less traffic on weekends when the Church is most active, but the schools are closed.

The Church has considered renovation at its current site, however the square footage of the lot does not allow for any appreciable building expansion. The basement is already maximized and is not suitable for handicapped use. In addition, the cost of an elevator in a cramped space is prohibitive.

The Church obtained permission to accumulate funds in 2009 from Revenue Canada in order to save for a new building. This permission expires in 2019.

Over the last eight years the Church has also carried out a comprehensive search for alternative locations and properties that would require a financially manageable investment in renovation. This included an offer made for the old public library building. The Bingo Hall property has been found to be the most appropriate -- the existing building is useable in its current form and there is adequate parking and on site aisleway space as well as space for landscaping and on site activities.

The Bingo Hall has been vacant for an estimated 10 years save only for a short term use as a teaching facility supporting mine employment for the nearby New Gold mine being developed to the west of Fort Frances.

RELEVANT PLANNING DOCUMENTS

Ontario's Northern Growth Plan

The Northern Growth plan generally is a document targeted at the macro scale within the region and offers little practical guidance and direction at the property specific scale. Notwithstanding, it does encourage municipal stewardship of lands that could support employment activities and promotes residential, commercial and institutional activities to be located on full urban infrastructure.

Ontario's 2014 Provincial Policy Statement

The 2014 Provincial Policy Statement narrows the perspective and in doing so begins to offer policy that has direct application. Relevant policies and guidance includes;

- Section 1.1 Building Strong Healthy Communities
 - Promote development that avoids environmental or public health and safety concerns
 - Improving access for persons with disabilities or the elderly
 - Making available sufficient land to meet the needs of land uses that exist within the community
 - Making lands available initially via intensification and redevelopment
- Section 1.1.3 making settlement areas the focus of growth and development and ensuring their long term viability.
- Section 1.2.6 speaks to compatibility of land uses, particularly where major facilities are involved.
- Section 3 Employment
 - Providing for an appropriate range of employment and institutional uses to meet long term needs of the community
 - Providing and maintaining a range of suitable employment sites

- Section 1.3.2 directs that employment lands may be converted to non-employment uses through a comprehensive review where it has been demonstrated that such lands no longer are required for employment purposes and there is a need for the conversion.

Municipal Official Plan

The Municipal Official Plan delivers guidance and direction to Council and administration in the making of land use decisions.

- Section 4 - Land Use Designations
 - Introduces the concept and designations of living areas and employment areas
 - 4.1 Living Areas – focus on residential activity and related local commercial, institutional and recreational uses associated with everyday residential activity.
 - Small scale institutional uses to include places of worship, elementary schools, medical clinics and offices, typically within walking distances. Will require amendment to the zoning by-law.
- Section 4.2 Employment Areas
 - Provide opportunities to develop a broad range of employment opportunity
 - To ensure that there is sufficient flexibility to adapt to change and opportunities quickly
 - To encourage development
 - The Town will protect its employment areas and will require extensive justification for any proposed conversion to non-employment uses
- Section 4.2.2 Permitted Uses in Employment Areas
 - Will include industrial, commercial and business uses
 - The zoning by-law will further divide these areas into different Industrial, Commercial and Institutional Zones.
- Section 5.10 Support Studies may be required including storm water management, geotechnical studies, parking and a planning justification (shall be required and shall show how policies of the official plan are being met).

PLANNING CONSIDERATIONS

The existing building has a distinct assembly hall building form. In addition, the existing property is not located on a main thoroughfare or highway that would typically be sought out by commercial endeavours for access and visibility.

These features most likely have contributed to the building being available for sale for an approximate period of ten years.

Some of the permitted uses in the Enterprise Zone are not well suited to the assembly building hall form. Examples include a car wash, convenience store, greenhouse, or personal service establishment. Others are sensitive to location (most often near other commercial activities, and/or to major traffic route exposure). Examples are a retail store, gas bar, or convenience store. Other permitted uses are additionally sensitive to the aesthetic of the neighbourhood around them. Examples are a hotel or motel, or a restaurant. It should be noted that the permitted use of a tavern in the Enterprise Zone could be problematic for the schools located nearby.

Some of the permitted uses in the Institutional zone appear more suited to the assembly hall use and less sensitive to location, including a community centre, community health and resource centre, day nursery, municipal government uses, place of worship, or school (i.e. a private school).

The Official Plan states that the municipality will protect its Employment lands and will, where conversion is being proposed, require extensive justification for such a requested change. In this policy statement (Section 4.2) the Official Plan does introduce the concept that conversion is a possibility. Section 4.2 also contains a statement that the municipality should apply sufficient flexibility to adapt to change.

The Bingo Hall building has been for sale for an estimated ten years, and attracted little interest. Its value as measured by a declining asking price is further evidence that the building form and location are of interest only to a minority of economic activities.

Section 4.2.2 of the Official Plan indicates that the zoning by-law will divide employment areas into different Industrial, Commercial, and Institutional Zones -- the key point being that institutional uses are seen as employment generating and zoning for institutional uses is enabled by this section. Clearly uses such as hospitals, medical clinics, municipal and government uses, nursing homes are viewed as macro employment sources, while arenas, ambulance stations, community centres, fire stations, and libraries contribute lesser employment but may well be at a level similar to that of the former Bingo Hall. A place of worship contributes employment at a very marginal level, but does indeed support positions such as Pastor, Custodian and Church Clerk or Administrator.

The commitment to protecting employment has a distinct focus on avoiding conversion, but also should involve the flexibility that is referred to in section 4.2 and also encompass other municipal actions such as capital budget spending, program and theme identification (i.e. gateway concept) and from time to time acting to ensure that chronic vacancies are addressed.

In this instance the Bingo Hall has sat empty for most of ten years, contributing nothing to the economic growth or the financial well being of the municipality.

In the general vicinity, a few commercial restaurants along the Highway are closed and vacant. Economic planning should have regard to such trends in an area and explore measures to ensure that such vacancies do not become widespread or dominate an area. The flexibility referred to in the Official Plan is well suited to be used as a tool to achieve broader land use activities where this is occurring.

Lands across the street are zoned Institutional and reflect both a macro scale economic level of activity in the high school and college and living area scale activity at the elementary school level. The Institutional Zone exists now in this immediate area and there would not be an element of intrusion should these lands be added to that zone. Land uses in the Institutional Zone would also be compatible with the nearby existing institutional zoned uses.

At the same time, most of the uses in the Institutional Zone continue to offer employment opportunities at some level, and thus the overall intent and integrity of the Employment Area Official Plan designation is maintained.

Surrounding land uses include industrial activity: such lands owned by Loblaw's as a possible food store, small vacant lands and a Union Gas vehicle storage shop; Peterbilt truck repairs and a new vet clinic, and the schools and activity area. The intended church would be entirely compatible with the schools and activity area and the vet clinic, and would, due to its off-hour activity focus, not encounter adverse effects from the truck repair, food store or gas company vehicle storage operations. The former Bingo Hall property is laid out so that an area of landscaping exists along the lot line abutting the Peterbilt property and an additional separation area appears to exist separating the two uses. The Church could further landscape their lands to if they wished to do so.

From a practical perspective as well, the current church location is problematic to its surrounding area and perhaps even to the Highway (parking and the possibility of children straying onto the highway). Resolution of such areas where off site impacts denigrate surrounding neighbourhoods and where safety and well being may be at risk is an objective of the Official Plan and municipal planning program. In this case, the desired relocation rectifies existing problems and does not create similar issues at the chosen new location.

Traffic generated by the Church would be expected to be much less than that involved in a maximum capacity of 300 persons attending the former Bingo Hall, perhaps

involving more than one sitting. In addition, church activities focus on Sundays and a few evening study classes (typically at a much less than full congregation level of attendance). Total traffic volume can be expected to be reduced where compared to the Bingo Hall. Ample parking is provided, and the property has well laid out aiseways and driveways to meet the needs of a congregation that has typically involved 50 to 60 adults and their dozen or so children.

The Congregation has obtained a traffic opinion from a professional firm indicating that traffic generation from the Church would be less than that generated from the prior Bingo Hall, and that such traffic would occur in off hours to normal business traffic with the possible exception of a wedding or a funeral. The traffic opinion concludes that a full traffic transportation impact and pedestrian study is not needed for the church relocation to this property.

In other related planning considerations, the location is within the generally built up area of the municipality and is serviced by a full array of urban services. There are no outstanding wetlands, archaeological or agricultural resource issues or concerns or matters of drainage that would arise from use of the building for institutional uses as opposed to Enterprise Zone uses.

CONCLUSION

The Official Plan in section 4.2 indicates that Institutional Zoning is a part of the zoning package that should be applied to the Employment Area land use designation, and the request being made in this instance is to rezone to the Institutional Zone.

The Institutional Zone already exists in the immediate area.

The Institutional Zone appears to contain a list of permitted uses that are more suited to the current building form and location.

The expected church relocation and immediate use of this property is not incompatible with the surrounding character of the area. At the same time the Institutional Zone contains alternative uses of land that continue to implement the employment objective of the official plan.

A ten year vacancy and underutilization of the property is a clear and definitive demonstration of the lack of ability of the current asset (the building hall form) and the location of the property to participate in a meaningful way in the real estate marketplace.

Given the unique building form and location, and the history of underutilization of these lands, along with the Official Plan support to using the Institutional Zone as well as more direct Enterprise zoning to achieve employment objectives, a rezoning to the

Institutional Zone would be consistent with the Official Plan. The inherent and in Section 4.2 specifically stated need for flexibility allow such broader application in local problematic situations such as where a viable property has remained vacant for an extended time period.

Should the municipality be reluctant to support an Official Plan conformity, applications to site-specifically amend the Official Plan and at the same time amend the zoning by-law would also be consistent with good planning principles and objectives.

RECOMMENDATION

That the property at 605 McIrvine Road be removed from the Enterprise Zone and be rezoned to the Institutional Zone.

An accompanying Official Plan site specific amendment could be added to clarify and confirm the intent to terminate a lengthy vacancy situation and to establish a long term continuation of opportunity for employment related use that is consistent with the assembly hall building form on the property.

Attached : traffic opinion

897515 ONTARIO LIMITED - MANAHAN CONSULTING

897515 Ontario Limited is a legal corporation owned and operated by Don Manahan. Don is a member of the Ontario Professional Planning Institute and has been involved in the field of land use planning for approximately 35 years, focussing upon Northwestern Ontario.

Don has been employed in various Ontario government land use planning regional offices; was City Planner and Deputy Director of Planning in the City of Thunder Bay; and has been in private consulting for in excess of 15 years.

897515 Ontario Limited delivers planning consulting services to a number of municipalities in the Thunder Bay area, and has been involved in planning activities as far west as Ignace, Red Lake, and Kenora. Typically services relate to specific problem resolution, or to the processing of planning documents (including official plan updates, zoning amendments). The company also works with local development companies, private citizens, and participates in various projects and studies (i.e. providing land use advice to land appraisers; participating in detailed studies, or providing Ontario Municipal Board planning representation).

A second area of involvement has been the Ontario Municipal Board and Don has given planning evidence at an estimated 40 Board hearings, and been qualified, without being contested, as an expert in the field of land use planning at each of these.

Don is also a member of Thunder Bay Ventures and Chairman of the Investment Committee for that organization (a Fednor supported organization providing loans to qualifying economic development initiatives that generated or that maintain employment opportunities, where traditional financial institutions are not prepared to fund or to fund in total).



May 16, 2017

17M-01100-00-101

Cheryl Rogoza, Treasurer
 Evangelical Fellowship Church
 560 Webster Avenue
 Fort Frances, Ontario P9A 3H8

RE: Letter of Opinion Regarding Traffic Transportation Impact and Pedestrian Study

Dear Cheryl:

INTRODUCTION

WSP Canada Group Limited (WSP) was retained by the Evangelical Fellowship Church (Church) to provide an opinion of the need to prepare a Traffic Transportation Impact and Pedestrian Study for the conversion of a former bingo hall to a church facility. The Church is proposing to purchase and convert the former bingo hall building located at 605 McIrvine Road.

BACKGROUND

The Town of Fort Frances identifies McIrvine Road is a Class 4 Collector roadway; this reflects the road geometry, posted speed, maintenance standards, expected traffic volumes, etc. McIrvine Road is a two lane undivided paved roadway with rural drainage and no sidewalks.

According to information provided by the Town's Operations & Facilities Division, in the area in question (north of Kings Highway) McIrvine Road has a posted speed of 50 km/hr, reducing to 30 km/hr in the school zone. The Town expects that traffic levels for a Class 4 Collector would be between 2,000 to 3,000 vehicles per day (vpd). The intersection at Kings Highway and McIrvine Road is controlled by traffic signals. Staff at the Operations & Facilities Division noted that traffic volumes can be high at start/end of school day to/from the Fort Frances High School and Confederation College across the street, with southbound queues at the traffic signals at Kings Highway. Traffic is considered light at other times of the day, with no traffic issues, and minimal on a Sunday.

The former bingo hall is on a 3.78 acre (1.53 hectare) parcel on the west side of McIrvine Road. The building is located in the southeast corner, with one private approach onto McIrvine Road near the midpoint of the property frontage, immediately north of the building. The building size is around 10,190 sq. ft. and was originally designed to accommodate up to 300 people. There is a paved parking lot with around 120 spaces, including six barrier-free spaces – the spaces are located to the north and west of the existing building.

TRAFFIC GENERATION

WSP has been asked to comment on the difference in traffic generation between a bingo hall and the proposed church use. WSP reviewed the Institute of Transportation Engineers' (ITE) *Trip Generation Manual – 9th Edition* to compare estimated trip generation.

111-93 Lombard Avenue
 Winnipeg, MB, Canada R3B 3B1

Tel.: +1 204 943-3178

Tel.: +1 204 943-4948
 111-93 Lombard Avenue
 Fax: Winnipeg, MB, Canada R3B 3B1
 wsp.com



Land Use 473 addresses Casino/Video Lottery Establishment – there are no bingo hall-specific trip rates. The only available rate is for the afternoon (pm) adjacent street peak hour, with a trip rate of 13.43 vehicles per hour (vph) per 1,000 sq. ft. of building area, with 56 percent inbound, and 44 percent outbound. Forecast trips would therefore be 13.43×10.19 for around 135 trips, with 75 vph inbound and 60 vph outbound.

Land Use 560 addresses Church facilities. Trip rates are provided on a per 1,000 sq. ft. basis and a per seat basis. Forecast trip generation for a weekday, based on the ITE rates, are:

- 9.11 vpd/1,000 sq. ft. – 9.11×10.19 for around 95 vpd
- 0.56 vph/1,000 sq. ft. in the am street peak hour – 0.56×10.19 for around 5 vph
- 0.55 vph/1,000 sq. ft. in the pm street peak hour – 0.55×10.19 for around 5 vph
- 0.61 vpd/seats – 0.61×300 for around 185 vpd

Forecast trip generation for a Sunday, based on the ITE rates, are:

- 36.63 vpd/1,000 sq. ft. – 36.63×10.19 for around 375 vpd
- 12.04 vph/1,000 sq. ft. in the peak hour – 12.04×10.19 for around 125 vph
- 1.85 vpd/seats – 1.85×300 for around 555 vpd
- 0.61 vph/seats in the peak hour – 0.61×300 for around 185 vph

As can be seen, there are different results for trip generation per building size vs. seats, but in all cases, the forecast trips are significantly less for the weekday peak hour since the highest activity period for this church is on a Sunday.

The above analysis assumed full capacity of the building. However, the Church has indicated that there will be minimal activity on weekdays, with the pastor at the site at times, along with possible visitors. A Tuesday Bible study/prayer service typically attracts less than 10 vehicles, including the pastor. It is assumed that this would result in up to 10 entry trips and 10 exit trips in less than one hour at either end of the service. Assuming this is during the evening, this should have a minimal traffic impact, and is likely less than the bingo hall may have generated during the same time period.

The primary service for the Church is on Sunday morning, with up to 25 vehicles entering, including the pastor. It is assumed that this would result in up to 25 entry trips and 25 exit trips in less than one hour at either end of the service. Given that the Town staff indicated that there is light traffic on McIlrvine Road on a Sunday, the traffic related to the Church is not expected to be problematic.

TRAFFIC TRANSPORTATION IMPACT STUDY GUIDELINES

The Town of Fort Frances *Official Plan* (October 2011) discusses Traffic Transportation Impact Studies (TTIS) in Section 5.10.4. It does not identify specific trigger points which would result in the requirement to prepare a TTIS, but does note that a study may be required, based on terms of reference developed by the Town.

MTO has specific TTIS guidelines, but also do not specify a trigger point when a study is required. The City of Thunder Bay have guidelines for a Traffic Impact Study (TIS), which includes a trigger point for requiring a TIS to be prepared, specifically, "When a proposed development is expected to generate 100 or more vehicle trips in total (inbound and outbound) during the peak design hour".

WSP has prepared many TIS's in a variety of road jurisdictions, and have found that the most significant traffic volumes occur in the weekday morning or afternoon peak hour, or in an area of intensive retail development, possibly midday on a Saturday. Sundays are generally a lower traffic volume day on roadways.



CONCLUSIONS

In conclusion, WSP does not believe that a Traffic Transportation Impact and Pedestrian Study is required for the Church for the following reasons:

- Traffic generation is expected to be less than the previously approved use, namely, a bingo hall.
- Typically, peak traffic times for churches are on Sunday morning; the exception may be for a funeral or wedding service, although these are not regular events.
- Roads are generally designed to accommodate peak traffic, which typically occurs during weekday morning or afternoon peak hour, or in the case of an area of intensive retail development, midday on a Saturday. This generally means that surplus capacity on the street is available on a Sunday.

We trust that this letter provides the needed information on the need for a Traffic Transportation Impact and Pedestrian Study. If there are questions concerning the contents of this letter, contact the undersigned at richard.tebinka@wsp.com or at 204-272-2003.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Richard Tebinka'.

Richard Tebinka, P.Eng.
Regional Manager

RST/kr

In Canada, **WSP** is one of the largest professional services firms with approximately 8,700 employees; mainly engineers, technicians, scientists, environmental experts and architects based in all Canadian provinces.

WSP is a home-grown Canadian multinational firm with a global market leadership that ranks them in the top 10 in the world. For more information visit: www.wsp-pb.com/en/WSP-Canada/Who-we-are/

Richard Tebinka, M.A.Sc., FITE, P.Eng.

Richard is an accomplished project manager with more than 35 years of experience providing transportation studies for many residential, commercial, industrial, and institutional developments in the western provinces, northwestern Ontario, Minnesota, and North Dakota.

Richard's multidisciplinary project experience includes policy planning and implementation such as transportation master plans and development plans, as well as project-specific development including commercial, residential and office construction.

In recognition of his extensive background and expertise in transportation planning, in 2013 Richard was appointed as a member of the Board of Directors of the Association of Consulting Companies, Manitoba. For more information visit: www.mmmgrouplimited.com/experts/richard-tebinka/



Evangelical Fellowship Church
560 Webster Ave.
Fort Frances, Ontario
P9A 3H8

May 28, 2017

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

Re: Applications for Re-zoning & Official Plan Amendment

To Whom It May Concern,

We have been saving and searching for a new church building since 2009. In all that time we've found nothing that suits our needs as well as the former Bingo Building located at 605 McIrvine Road. Our current building is very cramped, and young parents are always afraid that their young children will slip out of the building and run onto the highway. Some of us have mobility issues and going downstairs for potlucks is difficult. Parking on Webster Avenue is not ideal for us as well as the neighbors. The entrance onto Kings Highway can be risky due to the blind corner – especially in the winter. The Bingo Building will meet the most of our needs for the most affordable price. We would be so grateful if you would approve our applications for re-zoning and Official Plan amendment. Thank you for your time and consideration.

Sincerely,

The Congregation of the
Evangelical Fellowship Church

David & Melba Caravan
Anne McCarty

Mark & Margrit
Schober

Catherine Albert
Margrit Gerber
Susanne Gerber
Trent & Val Evans

M. P.
Tina P.
Shelby Parker

Camelia J. J.
A. Fisher
Melissa Wilson
Kathleen

T. White
M. Whitfield

X B's
Jana Gruen
K. S. M.

John H.
A. Whitman

W. M.
The
Harold & Charlene
P. J.

1921495 ONTARIO LIMITED
P.O. BOX 36
FORT ERIE, ONTARIO L2A 5M6
905-991-8324 905-991-8323(FAX)
Email karen.romanyk@gmail.com

May 30, 2017

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

RE: Property owners at 605 McIrvine Road roll # 010-006-08870-0000
(former Fort Frances Bingo Hall)

To Whom it May Concern:

We are writing this letter to support the Evangelical Fellowship Church's
Application for rezoning of the property our company owns at 605 McIrvine Road.

This property has basically been vacant since December 2006. It was a new building
that was constructed and finished in mid-2006 to relocate the Fort Frances Bingo Hall.

The business was relocated in July 2006 but due to numerous economic factors which
included non-smoking regulations and unfair competition with the Aboriginal Bingo Hall
the business never became viable. After months of large losses, a financial decision was
made to close the business.

We actively advertised the property for sale/and or lease. There was no interest or inquiries
basically until December 2013 when Seven Generations Education Institute inquired about
renting the property to use for a training school. We entered into a one year lease in Feb
2014 with them after they applied for a minor zoning variance to allow for the school
usage which was approved by the Town. There was never traffic studies requested for this.
Seven Generations vacated the property two months early as the funding ran out.

Since then, there were no other inquires for lease or purchase until the Evangelical
Fellowship Church called our Real Estate agent in September 2016 and subsequently an
Offer was presented and accepted.

Cont'd

605 McIrvine Road, Fort Frances, On

As you can appreciate we were very pleased that finally we would be able to sell this property which has been a financial hardship for the company for the last ten years.

It was a brand new 10,000 sq.ft. building back in 2006. We have maintained the building, paid taxes, utilities, insurance (at a premium because for the vacancy) and had it regularly inspected to keep it in good shape for the last 10 years.

We would hope that the Church's application for rezoning will be approved given the fact the Seven Generations school had been given approval for their minor variance and that there is a High school immediately across the road from the Bingo Hall Property.

The Church would be a low traffic generator for most of the week days, peaking mainly in the evenings and Sundays in comparison to other business that are located on McIrvine and surrounding streets.

We have been a good corporate owner within the Town of Fort Frances keeping our vacant building well maintained and strongly support the rezoning application of the Church so the Sale can be completed so this property does not continue to be a financial burden for us.

We hope that the Town can see its way clear to approve the rezoning application for the Evangelical Fellowship Church.

Yours truly,

Karen Romanyk
Administrator/Controller
(Former Fort Frances Bingo Hall)
1921495 Ontario Limited (formerly 1251597 Ontario Limited)
P.O. Box 36
Fort Erie, On L2A 5M6

Date: August 15, 2017

Report To: Mayor & Council

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **Formal request for water well installation, Church of the Holy Spirit**

The Planning and Development Department was given direction by Council to have a public meeting to gather interest from the residence of Eighth Street, from Mill Road to Minnie Avenue North, obtaining water and/or water and sewer services from the Town of Fort Frances.

Planning and Development Department sent notice out to all property owners in the Eighth Street area with an invitation to attend an information session at the Civic Centre on March 30, 2017, to discuss the potential of services being provided using the Local Improvement Policy, by The Town to the properties. Out of 10 property owners, 9 showed up to the session. Operations and Facility Manager, the CAO as well as Tyson Dennis, participated in the session providing the residence information on how the Local Improvement Policy works, cost estimates, and timelines.

Once the information was given I contacted the residents and obtained a unanimous decision that costs were estimated too extravagant for services to be provided to the properties. Prices for services using Local Improvements are determined by property frontage. Water service started at \$14, 500.00-\$57, 200.00 and water/sewer service ranged from \$38, 200.00 to \$294. 900.00.

The Church of the Holy Spirit has a sewer service to the property, but need a water service. The original water service line on the property has failed and came originally from the Lake View Trailer Court and can no longer be routed through that area. Service must come from an extension of water main on Eighth Street or directly from Mill Road.

The Church of the Holy Spirit has requested permission to installed a drilled well on their property back on March 6, 2017. As the decision was unanimous for declining services being installed through local improvements on Eighth Street, it has again come forward for Council to allow water to be provided to the property through a privately owned water well.

Operations and Facility Manager is in the process of applying for an Ontario Community Infrastructure Grant for the 2018 construction season. This grant is given to Municipalities where infrastructure is lacking and health and safety is a concern. The area of Eighth Street to Williams Avenue is lacking fire hydrants and water

infrastructure. If the grant is successful water services will more affordable for the property owners on Eighth Street to connect to.

At the Planning and Development Executive Committee's meeting on August 8, 2017, it was the Committee's recommendation to allow a certified drilled water well to be permitted at 1408 Eighth Street for development of the property. If the Town of Fort Frances installs water service on Eighth Street prior to property development, the property owner must abide the Official Plan and connect to domestic water supply available from the Town of Fort Frances.

Respectfully submitted,

Original Signed By

Tyson Dennis
Chief Building Official/Municipal Planner

Council approval of this report will: allow a certified drilled water well to be permitted at 1408 Eighth Street for development of the property. If the Town of Fort Frances installs water service on Eighth Street prior to development, the property owner must abide the Official Plan and connect to domestic water supply available from the Town of Fort Frances.

Date: August 15, 2017

Report To: Mayor & Council

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **Residential Property Review and Future Residential Development Planning**

As the members of Council will recall, on June 22, 2017 a report was given to Council providing information from other executive committees, Planning and Development Department as well as recommendations from Administration to move forward with Erin Crescent as the Town of Fort Frances's next residential subdivision.

Four recommendations were given to Council to consider at that time:

1. Erin Crescent will be the location of the next residential development
2. When developing Erin Crescent, consideration be given to having multi-residential lots being developed
3. Have the Planning and Development department schedule a public information meeting to determine the demand for residential lots starting at \$60 000.00, gain public reviews and suggestions on the project
4. At this time, defer the project to the 2018 capital budget process unless the outcome of a planned public information meeting shows interest in residential development prior to 2018 budget process.

A public information session was held at the Town Civic Centre Thursday July 27, 2017. The motive for this information session was to continue having information available to the public about residential development, have the public give the Administration their wants, needs and concerns, determine if Erin Crescent is the best place for the Town to move forward with a development and to keep the delivery of information transparent with the community.

The public information session brought out 11 Fort Frances resident to the Civic Centre for information. Of the 11 residents, all agreed Erin Crescent would very marketable and able to sell. 6 residents signed up showing interest, and wanting to be updated when the lots become available. The Administration also received emails and phone calls from individuals supporting the Erin Crescent subdivision, but were unable to make the public information session on July 27, 2017.

At the information session, the discussion of zoning the new subdivision R2 (multi-residential) was discussed. The option of allowing single family dwellings, duplexes, townhouses etc. was not accepted by the attendees. The want of keeping the area R1

(single family dwellings) was made clear to Administration. Residents asked if the Town would allow the purchase of Erin Crescent lots which would become deemed as one with adjacent properties allowing larger area for garages and back yards. Administration discussed the reasoning for Erin Crescent development, is to allow for more residential lots being available for purchase, increasing the tax base in Fort Frances and having an opportunity for future growth of Fort Frances.

The conversation of existing residents using the land known as Erin Crescent as a park concerned some residents as to where their children will play, and if the Town is going to put more greenspace in for parks/playlands. Administration will examine that concern once a decision is made on whether Erin Crescent is developed.

Overall, the public information session was a success! Administration gathered some great public input, determined some positive information as well as potential concerns which will be addressed during the development of Erin Crescent. It allowed the public to see The Town of Fort Frances is moving forward with new ideas, infrastructure and into the future rather, than staying in the past. The Town must move forward and plan opportunities for people to see Fort Frances as a first choice to make family roots and settle for the long term.

When the Town partnered with the Condominium project in 2003, the development was very controversial. An initial investment of \$387 768.40 was given towards the project. In approximately 5.5 years, the investment was returned and since 2009, the Town has been collecting taxes, water and sewer revenue to assist with operations and maintenance needs of the Town. The tax revenue in 2017 was Municipal tax \$122 555.91 and \$31 745.28 for water and sewer. The Town of Fort Frances collects a total of \$154 601.19 annually with assessment increasing yearly.

The Huffman Court Subdivision was another step toward long term financial gains but controversial issues surfaced with some opposition stating, "The Town should not be developing property." This would be true if private developers were coming to the area and building subdivisions, but we have not seen any private developments since the mid 1990's. The Town needs areas to develop, and with developed areas come options and opportunities for growth. The Town has an investment of \$271 334.91 in Huffman Court Subdivision. Based on the 16 lots, each having an assessment of \$300 000.00, the return of the investment is 3.35 years based on taxation. The Town of Fort Frances will collect an annual total of \$80 970.53 in taxes and \$14 912.64 for a total of \$95 883.17 annually with assessments increasing over the next four years.

To put this in perspective, 48 developed properties that the Town of Fort Frances has invested in, has a total return of \$250 434.36 annually.

If Erin Crescent is developed, the prospective return on 27 lots with an assessed value of each property at \$300 000.00, will be \$136 637.82 in taxes and \$25 165.08 for sewer and water. Total annual collection of taxes and services \$161 802.90.

With the information gathered since April of 2017 on the next residential subdivision in Fort Frances, the previous investments in the Condominium and Huffman Court projects, the Town should move forward with the next Residential Development of Erin Crescent.

At the regular Planning and Development Executive Committee and the Administrative and Finance Executive Committee meeting on August 8, 2017, the following recommendation was determined:

- 1 Tender the Erin Crescent Subdivision. Place the sewer and water in the ground fall of 2017, site services to be installed 2018 construction season and completion of curbing and paving the fall of 2018.

Respectfully submitted,

Original Signed By

Tyson Dennis
Chief Building Official/Municipal Planner

Council approval of this report will: will allow the tendering of the Erin Crescent Subdivision. Place the sewer and water in the ground fall of 2017, site services to be installed 2018 construction season and completion of curbing and paving the fall of 2018.

Administration & Finance Division

To: Mayor & Council
From: Tyler Moffitt, Fire Chief/CEMC
Date: August 11, 2017
Subject: Volunteer Firefighter Employment Policy

Summary

This report proposes updates to the Volunteer Firefighter Employment Policy, as recommended by the Administration & Finance Executive Committee on August 8, 2017.

If approved by Council, the policy will now include information about WSIB coverage and coverage for accident & sickness, along with our requirements for driver's licenses, access to a vehicle for work purposes, and an insurance waiver to limit our liability. It also includes performance expectations regarding orientation policies, training, and attendance.

Along with applicable sections of the Employment Standards Act, 2000, the employment of volunteer firefighters will be governed by this policy.

If approved, this existing policy would be amended to include all policy wording beginning with Section 4 – WSIB Coverage.

Recommendation

To approve the policy amendments as recommended by the Administration & Finance Executive Committee.

Council approval of this report will agree to the Administration & Finance Executive Committee recommendation to revise the Corporation's Volunteer Firefighter Employment Policy as attached.

THE TOWN OF FORT FRANCES

Section: Human Resources

Policy: Volunteer Firefighter Employment

Creation Date:	April 2017
Review Date:	August 2017
Resolution Number:	
Supersedes Resolution Number:	783 (consent)
Policy Number:	3.14

1. Intent

To govern the employment of volunteer firefighters employed by the Fire and Rescue Service.

2. Scope

This policy applies to all volunteer firefighters.

3. Compensation

Probationary Volunteers would be paid \$17.55 per hour until further notice. This is the entry-level class for volunteer positions. Once 70% of the 5th Class Firefighter rate has surpassed this amount, the rate would no longer be red-circled and all future rate increases would be linked to those of the MNU employee group.

Level 1 Volunteers would be paid \$20.06 per hour until further notice. This class of volunteer has successfully completed a minimum of one year of service and 100 hours of documented training during that time. Once 80% of the 5th Class Firefighter rate has surpassed the Level 1 rate, said rate would no longer be red-circled and all future rate increases would be linked to those of the MNU employee group.

Level 2 Volunteers would be paid \$22.56 per hour until further notice. This class of volunteer has successfully completed a minimum of one year of service as a Level 1 volunteer and 100 hours of documented training during that time. The volunteer must also be certified as per the NFPA 1001 Firefighter Level 1 standard. Once 90% of the 5th Class Firefighter rate has surpassed the Level 2 rate, said rate would no longer be red-circled and all future rate increases would be linked to those of the MNU employee group.

Level 3 Volunteers would be paid \$25.07 per hour until further notice. This class of volunteer has successfully completed a minimum of one year of service as a Level 2 Volunteer and 100 hours of documented training during that time. The volunteer must also be certified as per the NFPA 1001 Firefighter Level 2 standard. Once 100% of the 5th Class Firefighter rate has surpassed the Level 3 rate, said rate would no longer be red-circled and all future rate increases would be linked to those of the MNU employee group.

4. WSIB Coverage

Volunteer firefighters are workers under the *Workplace Safety and Insurance Act*, and the WSIB considers the employers of these workers to be a municipal corporation. Volunteer firefighters are covered to the full extent of the WSIB Maximum Insurable Earnings Ceiling for each year.

Rules for coverage

Volunteer firefighters are also covered under this policy and considered to be in the course of employment when responding to an emergency call or alarm from their home, or from their regular employment, whether they are:

- travelling to the emergency or to the local emergency centre;
- carrying out their duties at the emergency;
- returning to the emergency centre or home after the emergency call or alarm, using the most direct or uninterrupted route.

Additional coverage rules for volunteer firefighters:

Volunteer firefighters are also covered while

- carrying out fire protection services as defined in the FPPA
- attending training programs required as a condition of employment, and/or
- participating in fire department training activities.

If required to travel away from the deemed employer's premises, volunteer firefighters may be covered if the criteria in WSIB Operational Policy 15-03-05 (Travelling) are met.

Determining Average Earnings (WSIB Operational Policy 18-02-05)

Where a worker is concurrently employed at the time of injury, the average earnings are the earnings from all employment at the time of injury.

5. Accident & Sickness Program – AIG Insurance Company of Canada & VFIS

All Fort Frances Fire & Rescue Volunteer Firefighters are enrolled in the Accident & Sickness Program offered by the AIG Insurance Company of Canada & VFIS.

All volunteer firefighters are required to complete a VFIS Beneficiary Designation For Accident & Sickness Policy Form, and submit the completed form to the Fire Chief/CEMC. As

well, it is the responsibility of all volunteer members to inform the Fire Chief/CEMC of any changes to their insurance details.

6. Vehicle & Insurance Requirements

All volunteer firefighters must possess and maintain a minimum of a Valid G Ontario Driver's License (or equivalent), as well as have access to a vehicle; a copy of both the front and back of a volunteer firefighter's driver license must be submitted to the Fire Chief/CEMC for the purpose of record keeping.

As well, all volunteer firefighters must have valid insurance on any vehicle they utilize to respond to an emergency incident and/or other fire and rescue related activity/event.

It is the responsibilities of all volunteer firefighters to inform their insurer that they utilize their personal vehicle periodically to respond to emergency response calls as a member of the Fort Frances Fire & Rescue Service.

All volunteer firefighters must read and sign the Volunteer Firefighter Driver Pledge Form.

7. Orientation Policies and Online Training

All volunteer firefighters must attend and complete the Town of Fort Frances Orientation on the Town's policy manual, which includes the Employee Health and Safety Orientation Checklist. As well, all volunteer firefighters must complete any required online training as required by the Town of Fort Frances.

8. 40 Hour New Recruit Training Program

All volunteer firefighters must attend and complete the 40 Hour New Recruit Training Program before being issued a fire pager and put into the Fire & Rescue Service Division System.

9. Attendance for Training and Emergency Response Calls

In order to ensure an optimal level of safety for all personnel whether attending training or responding to an emergency response call, all volunteer firefighters shall be required to maintain an annual response level as follows:

Training:

Attend a minimum of 60% of the regular scheduled training per year. If a volunteer firefighter is absent/unavailable during a regular scheduled training session due to work, illness, out of town etc. it is their responsibility to contact the Captain of Training and arrange to get caught up on what training was missed.

Emergency Response Calls:

Respond to a minimum of 60% of the annual emergency response calls when requested.

Attendance records will be reviewed following each calendar year, with those members having attendance below the noted minimum levels being addressed on an individual basis by the Fire Chief/CEMC.

Personnel having annual attendance in either category which is below 60% will receive a letter from the Fire Chief/CEMC outlining options and requesting a meeting with the individual.

It is fully understandable that there may be instances where extenuating circumstances contribute to reduced levels of attendance and such instances can also be discussed on an individual basis to determine alternate arrangements.



Fort Frances Fire & Rescue Service

Appendix A: Volunteer Firefighter Driver Pledge Form & Waiver

I pledge that if I drive a personal vehicle to report to work as a member of the Town of Fort Frances Fire & Rescue Service, that adequate insurance will always be in force, and that I have made my insurer aware that I will be using my personal vehicle for said purpose.

I understand that as a Volunteer Firefighter with the Town of Fort Frances, the limits and coverage provided by my personal automobile insurance are applicable to any accidents or incidents that involve my personal vehicle, including those that occur while I am serving as a volunteer firefighter for the Town of Fort Frances.

I agree to release and discharge the Corporation of the Town of Fort Frances from all manners of action and claims due to any damage, loss or injury to person or property which may be sustained from using my personal vehicle in the course of my duties as a Volunteer Firefighter. This includes any claims (or portions thereof) not covered by my insurance policy and any applicable insurance deductibles.

Name: _____

Signature: _____

Date: _____



August 10, 2017

REPORT TO: Mayor & Council

FROM: Elizabeth (Lisa) Slomke, Clerk

SUBJECT: Modernizing Ontario's Municipal Legislation Act (Bill 68)

BACKGROUND INFORMATION

In November 2016, the Province of Ontario tabled Bill 68, the Modernizing Ontario's Municipal Legislation Act, which will introduce a series of reforms to the Municipal Act, Municipal Conflict of Interest Act, and several other pieces of municipally-relevant legislation. On May 30, 2017, Bill 68 received Royal Assent, with effective dates for many sections still to be announced.

HIGHLIGHTED CHANGES

One of the most significant changes is related to Council Code of Conduct and the appointment of an Integrity Commissioner. The legislation, Section 223.2 (1) now indicates that 'a municipality shall establish codes of conduct for members of the council of the municipality and of its local boards.' Previous legislation, left the decision up to each individual municipality. To date, the Province has not provided any direction or determination as to what a Code of Conduct must contain which permits each municipality to create one that best suits their own municipality.

In addition, municipalities will be required to appoint an Integrity Commissioner who reports to Council, and who is responsible to enforce the established Code of Conduct. Section 223.3 of the Municipal Act provides for the authorization to appoint, while the subsequent sections outline the functions that the Integrity Commissioner is expected to perform.

Furthermore, a municipality may expand the role of the Integrity Commissioner to cover the Municipal Conflict of Interest Act. Details related to this option will be brought forward in a subsequent report.

Another significant change included in Bill 68 is clarification to the definition of ‘meeting’ as follows:

- “meeting” means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where,*
- a) A quorum of members is present, and*
 - b) Members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee.*

This change will require most Ontario municipalities to review their Procedural By-laws to ensure that the definition of meeting is the same as that which is provided for in Bill 68. There have also been additional closed meeting exemptions proposed in Bill 68 to allow for more flexibility when required.

The Province continues to make accountability and transparency the dominant focus of municipalities, but this of course comes with an increase in financial and administrative costs. The Association of Municipalities of Ontario (AMO) and the Association of Municipal, Clerks and Treasurers of Ontario (AMCTO) have expressed concerns to the Province related to implementation timelines to bring Bill 68 into force and effect. Adequate time and funds to implement required amendments need to be considered by the Province.

NEXT STEPS

Administration will further analyze Bill 68 as effective dates for implementation are received from the Province. In the interim, I recommend that work begin to draft a ‘Code of Conduct’ based on best practice from other Ontario municipalities. This draft will be brought back to Administration & Finance Executive Committee before the end of 2017.

Administration will make inquiries of other regional municipalities to determine whether a collective RFP for an Integrity Commissioner would be something of interest. This is in line with what we have done for the appointment of our Meeting Investigator.

Council’s approval of this report will agree with the Administration & Finance Executive Committee to proceed with preparation of a draft ‘Code of Conduct’ and further inquire with other regional municipalities in regard to a joint RFP to source an Integrity Commissioner.

August 8th, 2017

Report To: Mayor & Council

From: Doug Brown, CAO

SUBJECT: Amendment to the Existing Employee Communications - Policy 3.9

Further to the discussions at the June 20, 2017 Administration and Finance Executive Committee meeting, administration was directed to review and revise the existing communication policy and bring back a revised communication policy to a subsequent A & F executive committee for further consideration.

Please find attached the following information;

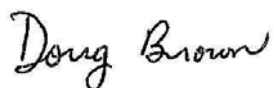
- 1) The March 3, 2000 administration report with regards to KPMG Recommendation No. 3 and corresponding letter dated March 15, 2000 from the Clerk indicated that the report was approved by Council.
- 2) Existing Employee Communications Policy 3.9
- 3) Revised Employee Communication Policy 3.9- At the August 1st, 2017 senior management team meeting reviewed the revised policy. The senior management team couldn't endorse the revised policy and continue to be of the opinion that the communication policy should be removed. Communicating with staff is an expectation and duty of all supervisory staff within the corporation of the Town of Fort Frances. It is noted that the revised policy doesn't really have to be adhered to, and as such is unenforceable.
- 4) The current Health & Safety Communication Policy 5.27 dated July 2004.

In addition, I reached out to the Northwestern Ontario CAO group (Red Lake, Sioux Lookout, Dryden, Kenora, Greenstone and Marathon) to determine if their community had an employee communication. Most communities have a Communication Policy relating to how Senior Administration and Council communicate with the citizens of their community but none had a specific policy regarding how to communicate with their employees.

Administration is requesting that the Administration and Finance Executive committee review the attached information and provide any additional comments with respect to the both the current and draft revised communication policy.

The Administration and Finance Executive Committee recommends the following:
1) **Policy 3.9- Employee Communications** – that this policy be deleted.

Respectfully submitted,

A handwritten signature in black ink that reads "Doug Brown". The signature is written in a cursive, flowing style.

Doug Brown, CAO

2017JunePolicyReview



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/71**

TO: Mayor Avis & Members of Council
FROM: Dawn Galusha, Deputy Treasurer
DATE: August 3, 2017
SUBJECT: B. Godin Kiwanis Skate Park Donation

BACKGROUND

Mayor Avis was approached by Brian Godin regarding his donation of \$200.00 to the Kiwanis Skate Park in 2006. As noted on the attached invoice, this was to be for a brick for the park. No such bricks were laid surrounding the park, however, all donations received were used toward the project. In 2006, an income tax receipt would have been provided to Mr. Godin.

RECOMMENDATION

The Administration and Finance Executive Committee recommend to place an acknowledgement of the generous contributions towards the Skate Park at the arena.

Council Approval of This Report will agree to the recommendation of the Administration & Finance Executive Committee to place an acknowledgement of the generous contributions of the Skate Park at the arena.

Page 42 of 188



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/69**

To: Mayor Avis & Members of Council
FROM: Dawn Galusha, Deputy Treasurer
DATE: August 3, 2017
SUBJECT: Doug Brown, CAO – Purchase Card Expenses

BACKGROUND

Attached is a copy of the Purchase Card expense of \$100.57 for one night hotel related to attending a litigation meeting held on June 19 & 20, 2017 in Thunder Bay, Ontario as submitted by Doug Brown, CAO.

The travel expenses are in compliance with Town of Fort Frances Travel Policy Number 3.11.

RECOMMENDATION

Administration recommends approval of the Purchase Card expense claim in the total amount of \$100.57 as submitted by Doug Brown, CAO for his attendance at a litigation meeting held on June 19 & 20, 2017 in Thunder Bay, Ontario.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee to approve the purchase card travel expenses in the total amount of \$100.57 as submitted by Doug Brown, CAO for his attendance at a litigation meeting held on June 19 & 20, 2017 in Thunder Bay, Ontario.

DOUG BROWN

CREDITS
\$0.00

PURCHASES
\$100.57

CASH ADV
\$0.00

TOTAL ACTIVITY
\$100.57

7/69
AGENCY ITEM #7.10

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-23	06-20	74529007172920264719603	PRINCE ARTHUR HOTEL THUNDER BAY ON	100.57

Dayle

July 10/17

Prince Arthur Waterfront Hotel & Suites
17 Cumberland Street North
Thunder Bay, ON
P7A 4K8
Telephone: 807-345-5411 Fax: 807-345-8565

7/19
 AGENDA ITEM # 7.10

Doug Brown
 320 Portridge Ave
 Fort Frances

P9A 2B5

Page # 1
 Res. # 234472
 Checked in Mon Jun 19/17 - 12:16pm
 Checked out Tue Jun 20/17 - 11:29am
 Nights 1
 Room Rate 89.00
 Promo Code
 Room 511

Date	Description	Reference	Charges	Credits
Jun19	Room - Highway Sign		89.00	
Jun19	HST		11.57	
Jun20	PAID BY VISA - Thank you			100.57
		0.00	100.57	100.57

Thank you for staying at the Prince Arthur Waterfront Hotel
For reservations call 1-800-267-2675
Email: reservations@princearthur.on.ca
www.princearthur.on.ca

Our H.S.T. # is 866521198RT

Charge Summary:
HST

11.57

40-080-0811-1200-71253 (1/3)
 50-080-0832-1200-71253 (1/3)
 10-060-0614-1200-71253 (1/3)

DOUG BROWN
4715-1682-0004-4124

CREDITS
\$0.00

PURCHASES
\$100.57

CASH ADV
\$0.00

TOTAL ACTIVITY
\$100.57

7/69
AGENDA ITEM #7.10

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-23	06-20	74529007172920264719603	PRINCE ARTHUR HOTEL THUNDER BAY ON	100.57

Doyle
July 10/17

Prince Arthur Waterfront Hotel & Suites
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Jun19	HST		11.57	
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		0.00	100.57	100.57

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HST

11.57

40-080-0811-1200-71253 (1/3)
 50-080-0832-1200-71253 (1/3)
 10-060-0614-1200-71253 (1/3)



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/69**

To: Mayor Avis & Members of Council
From: Dawn Galusha, Deputy Treasurer
Date: August 3, 2017
Subject: Doug Brown, CAO – Purchase Card Expenses

BACKGROUND

Attached is a copy of the Purchase Card expense of \$100.57 for one night hotel related to attending a litigation meeting held on June 19 & 20, 2017 in Thunder Bay, Ontario as submitted by Doug Brown, CAO.

The travel expenses are in compliance with Town of Fort Frances Travel Policy Number 3.11.

RECOMMENDATION

Administration recommends approval of the Purchase Card expense claim in the total amount of \$100.57 as submitted by Doug Brown, CAO for his attendance at a litigation meeting held on June 19 & 20, 2017 in Thunder Bay, Ontario.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee to approve the purchase card travel expenses in the total amount of \$100.57 as submitted by Doug Brown, CAO for his attendance at a litigation meeting held on June 19 & 20, 2017 in Thunder Bay, Ontario.

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

1.	Attendee	Doug Brown							
2.	Conference/Seminar Attended	North Western Ontario CADs Group meeting with MPAC & Ministry of Municipal Affairs.							
	Location (Facility and City)	Thunder Bay							
	Dates	July 4 & 5, 2017							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation (Town Visa)			123.17					123.17
	Transportation								
	Breakfast			0	13.00				13.00
	Lunch			0	17.00				17.00
	Dinner			35.00	0				35.00
	Per Diem			5.00	5.00				10.00
	Other GAS			48.95	36.12				85.07
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
5.	Town Used Vehicle	Yes	<input checked="" type="radio"/> No	Reason					Total
	Mileage Claimed	KM x \$0.47 =							n.a.
6.	Approved	Total Expenses							283.24
		Advance Received							0
		Balance Claimed							160.07
		Balance Refunded							160.07

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.

Date July 6, 2017

Doug Brown
Employee Signature

Date _____

Supervisor Signature

Date _____

Division Manager Signature

Date	Treasurer	A / P	Cashier



MR. Douglas Brown
320 Portage Ave
Fort Frances, On P9A 3T9
Canada

Company Name: Municipality of Red Lake

Group Name: Municipality of Red Lake

INVOICE

HST No.: RT 895695716

Room No. 146
 Arrival : 07/04/17
 Departure : 07/05/17
 Invoice No. :
 Conf. No. : 317502
 Cashier No. : 53
 Purchase :
 Order :
 A/R No. :

Date	Description	Charges	Credits
07/04/17	Room Charge	109.00	
07/04/17	Harmonized Sales Tax	14.17	
07/05/17	Visa - Front Desk		123.17
Total Charges		123.17	
Total Credits			123.17
Balance			0.00

Page No. 1 of 1

Signature: _____

I agree to the charges and understand that any outstanding charges will be charged to my credit card after departure.

Valhalla Inn

1 Valhalla Inn Road, Thunder Bay, P7E 6J1 || Telephone: 807-577-1121 || Fax: 807-475-4723 || www.valhallainn.com



Safeway Fort Frances
417 Scott Street Fort Frances ON
Phone: 807.274.4521
GST# 831536503

Served by: Paul K

FUEL	
Fuel Premium	\$36.12
<hr/>	
SUBTOTAL	\$36.12
TOTAL TAX	\$0.00
TOTAL	\$36.12
Visa	TENDER \$36.12
Cash	CHANGE \$0.00
<hr/>	
NUMBER OF ITEMS	1

CLIENT ID 9803	INSERTED
TERMINAL ID 086	
** PURCHASE	** \$ 36.12
CARD Visa	RCPT 5518000
NO. *****3059	RESP 000
DATE 07/05/2017	TIME 18:16:13
AUTH # 09133I	REF # 00000105
APPL. VISA CREDIT	
AID A0000000031010	
TVR 8080008000	TSI 7800

APPROVED

NO SIGNATURE REQUIRED

BY ENTERING A VERIFIED PIN, CARDHOLDER
AGREES TO PAY ISSUER SUCH TOTAL IN
ACCORDANCE WITH ISSUER'S AGREEMENT WITH
CARDHOLDER

Term	Tran	Store	Oper	07/05/17
86	5518	4809	239	18:16:20

Thank you for shopping at Our Store
Come Again Soon

SHELL CANADA PRODUCTS
1110 WEST ARTHUR STREET
THUNDER BAY, ON P7E 6P9
(807) 473-4325

Tax Description	Qty	Amount
H V-Power No5		
37.115 L @ \$1.319/ L		\$48.95
AIR MILES	1	\$0.00
<hr/>		
Sub Total		\$48.95
13.0% HST tax on	\$0.00	\$0.00
5.0% HST-F tax on	\$0.00	\$0.00
TOTAL		\$48.95
VISA:		\$48.95
Change		\$0.00

Fuel Includes	HST	13.0%	\$5.63
Fuel Includes	HST-F	5.0%	\$0.00
HST - Fuel - ON	No.	137400032RT	

01 APPROVED - THANK YOU 001

VISA	XXXXXXXXXXXX3059
	TERMINAL No. 89203442
PURCHASE	C
INV No. 2034423242	
APPROVAL No. 001221	
VISA CREDIT	
AID A0000000031010	
TVR 8080008000	
TSI 6800	

VERIFIED BY PIN



IMPORTANT
retain this copy for your records

TOWN OF FORT FRANCES - SCHEDULE "E" TRAVEL WAIVER OF LIABILITY FORM

The Town of Fort Frances carries "Non-Owned Automobile" coverage for liability only. This coverage is for the situation where a liability claim exceeds the vehicle owner's liability insurance and does not include coverage for damages to the individual's vehicle.

Therefore, the undersigned acknowledges that:

- They have read and understood the above particularly with regards to insurance.
- The Town and its insurers will not be responsible for any damages, claims, deductibles or expenses (other than mileage or fuel costs as provided for in the Travel Policy) resulting from the use of one's own vehicle other than that provided for by the Non-Owned Automobile coverage.
- The Town will not be responsible for any additional insurance cost resulting from any claim(s) submitted to an individual's insurers.

Name (Please Print) Doug Brown	Signature 
Approved 	Date July 4/17



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/72**

TO: Mayor Avis & Members of Council

FROM: Laurie Lindberg, Treasurer

DATE: August 8, 2017

SUBJECT: Request for Reconsideration M.O.S.

RE: 600 Kings Hwy	(2017)	Roll # 5912-010-004-00100-0000
620 Kings Hwy	(2017)	# 5912-010-004-00300-0000
363 Church Street	(2014 & 2015)	# 5912-020-001-06500-0000
942 Crowe Ave	(2017)	# 5912-030-003-07600-0000
504 Armit Ave	(2017)	# 5912-020-002-15800-0000
Williams Ave	(2017)	# 5912-030-007-22000-0000

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:

600 Kings Hwy – Commercial (CT) CVA of 116,250 reduced to CVA of 114,250 for 2017 taxation year resulting from updated commercial/industrial building value.

620 Kings Hwy – Commercial (CT) CVA of 707,000 reduced to CVA of 694,000 for 2017 taxation year resulting from updated commercial/industrial building value.

363 Church Street – Commercial (CT) CVA of 241,409 reduced to CVA of 142,064 for 2014 taxation year and Commercial (CT) CVA of 243,000 reduced to CVA of 143,000 for 2015 resulting from changed values due to condition of structures.

942 Crowe Ave - Residential (RT) CVA of 180,500 reduced to CVA of 179,500 for 2017 taxation year resulting from updated structure data (no new structures).

504 Armit Ave – Commercial (CT) CVA of 74,000 reduced to CVA of 72,500 for 2017 taxation year resulting from updated commercial/industrial building value.

Williams Ave - Residential (RT) CVA of 20,725 reduced to CVA of 9,400 for 2017 taxation year as not able to build on the lot,

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 October 17 – 21, 2017 as noted on each M.O.S. Notices for each property.

That total financial impact of the Minutes of Settlement is \$5,829.09 consisting of a reduction of municipal revenue of \$4,334.32 and education revenue of \$1,494.77 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

Page 2

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

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council receive the Minutes of Settlement for property located at 600 Kings Hwy, 620 Kings Hwy, 942 Crowe Ave, 504 Armit Ave, and Williams Ave for the 2017 taxation year and 363 Church Street for the 2014 & 2015 taxation years.

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 at 600 Kings Hwy, 620 Kings Hwy, 942 Crowe Ave, 504 Armit Ave, and Williams Ave for the 2017 taxation year and 363 Church Street for the 2014 & 2015 taxation years

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
31 Days	2017	1.4.001	-2,000	CT	0.03265332	0.011132	-65.31					-22.26		-87.57
	2017	1.4.003	-13,000	CT	0.03265332	0.011132	-424.49					-144.71		-569.21
	2014	2.1.065	-99,345	CT	0.03341874	0.012200	-281.97					-102.94		-384.91
	2015	2.1.065	-99,672	CT	0.03316535	0.011900	-3,305.66					-1,186.10		-4,491.76
							-3,587.63	0.00	0.00	0.00	0.00	-1,289.03	0.00	-4,876.67
	2017	3.3.076	-1,000	RTEP	0.01686886	0.00179	-16.87	-1.79						-18.66
	2017	2.2.158	-1,500	CT	0.03265332	0.011132	-48.98					-16.70		-65.68
	2017	3.7.220	-11,325	RTEP	0.01686886	0.00179	-191.04	-20.27						-211.31
							-4,334.32	-22.06	0.00	0.00	0.00	-1,472.71	0.00	-5,829.09
	Minutes of Settlement													

**Minutes of Settlement
2017 Tax Year
Results of Request for Reconsideration
Property Assessment Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

WEST END MOTORS (FORT FRANCES)
LIMITED
600 KINGS HWY
FORT FRANCES ON P9A 2W9

Contact Us



Call: 1 866 296-MPAC (6722)
TTY 1 877 889-MPAC (6722)
Monday to Friday 8 a.m. to 5 p.m.



Email: 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 revised property assessment below.

Owner name(s)	WEST END MOTORS (FORT FRANCES) LIMITED
Roll number	59-12-010-004-00100-0000
Property location and description	600 KINGS HIGHWAY PLAN SM160 LOT 1 PT STEWART ST RP 48R2885 PARTS 1 AND 8
Municipality/Local taxing Authority	Town of Fort Frances

CURRENT Property Assessment

Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Commercial (CT)	\$112,000	\$129,000	\$116,250	\$120,500	\$124,750	\$129,000
Total	\$112,000	\$129,000	\$116,250	\$120,500	\$124,750	\$129,000

RECOMMENDED Property Assessment

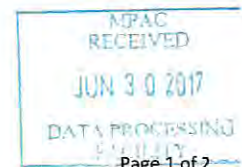
Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Commercial (CT)	\$112,000	\$121,000	\$114,250	\$116,500	\$118,750	\$121,000
Total	\$112,000	\$121,000	\$114,250	\$116,500	\$118,750	\$121,000

Why your property assessment changed

- Updated commercial/industrial building value

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, 2016 assessed value and classification of your property will be used to calculate your 2016 to 2020 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 assessed value of my property will stay the same as it appears on my 2016 Property Assessment Notice. I also understand that I may appeal MPAC's decision to the Assessment Review Board by September 04, 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 July 21, 2017. If you do not provide a response by checking one of the above boxes, the 2016 assessment of your property will not change.

Signature of property owner/representative 	Print name Ray Davis	Date (yyyy/mm/dd) 2017/06/26
--	-------------------------	---------------------------------

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

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: October 17, 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 2016 Current Value Assessment (CVA).

Tax Year: 2017 Roll Number: 59-12-010-004-00100-0000

**Minutes of Settlement
2017 Tax Year
Results of Request for Reconsideration
Property Assessment Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

65176 ONTARIO INC
600 KINGS HWY
FORT FRANCES ON P9A 2W9

Contact Us



Call: 1 866 296-MPAC (6722)
TTY 1 877 889-MPAC (6722)
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Owner name(s) 65176 ONTARIO INC

Roll number 59-12-010-004-00300-0000

Property location and description 620 KINGS HIGHWAY
PLAN SM160 LOTS 2 AND 5 PT PART 6 PT LANE PT STEWART
ST RP 48R2885 PARTS 2 3 5 6 PT PART 7 RP 48R3119 PART 1

Municipality/Local taxing Authority Town of Fort Frances

CURRENT Property Assessment

Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Commercial (CT)	\$697,000	\$737,000	\$707,000	\$717,000	\$727,000	\$737,000
Total	\$697,000	\$737,000	\$707,000	\$717,000	\$727,000	\$737,000

RECOMMENDED Property Assessment

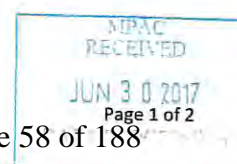
Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Commercial (CT)	\$697,000	\$694,000	\$694,000	\$694,000	\$694,000	\$694,000
Total	\$697,000	\$694,000	\$694,000	\$694,000	\$694,000	\$694,000

Why your property assessment changed

- Updated commercial/industrial building value
- Updated structure data

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, 2016 assessed value and classification of your property will be used to calculate your 2016 to 2020 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.

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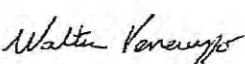
Email: enquiry@mpac.ca



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

We must receive your response no later than July 21, 2017. If you do not provide a response by checking one of the above boxes, the 2016 assessment of your property will not change.

Signature of property owner/representative 	Print name Roy Davis	Date (yyyy/mm/dd) 2017 06 26
---	-------------------------	---------------------------------

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

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: October 17, 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 2016 Current Value Assessment (CVA).

Tax Year: 2017 Roll Number: 59-12-010-004-00300-0000

**Minutes of Settlement
2014 Tax Year
Results of Request for Reconsideration
Property Assessment Change Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

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

Contact Us



Call: 1 866 296-MPAC (6722)
TTY 1 877 889-MPAC (6722)
Monday to Friday 8 a.m. to 5 p.m.



Email: enquiry@mpac.ca



Write: MPAC, P.O. Box 9808
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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: December 01, 2014		
Adjustment Type*	Property Class / Qualifier**	2008	2012	Phase-In Assessment for Taxation Years		
		Assessed value	Assessed value	2014	2015	2016
CC	E- to CT	\$239,817	\$243,000	\$241,409	\$242,204	\$243,000
Total		\$239,817	\$243,000	\$241,409	\$242,204	\$243,000

RECOMMENDED change to your Property Assessment Change Notice				Effective date: December 01, 2014		
Adjustment Type*	Property Class / Qualifier**	2008	2012	Phase-In Assessment for Taxation Years		
		Assessed value	Assessed value	2014	2015	2016
CC	E- to CT	\$141,127	\$143,000	\$142,064	\$142,532	\$143,000
Total		\$141,127	\$143,000	\$142,064	\$142,532	\$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

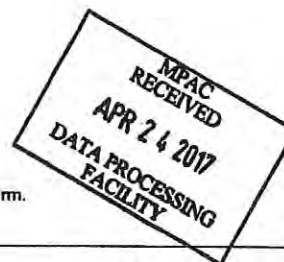
CC Coding Change

**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 <i>Marlis Bruyere</i>	Print name MARLIS BRUYERE	Date (yyyy/mm/dd) 2017/04/13
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Signature of MPAC representative <i>Walter Veneruzzo</i>	Print name Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2017/04/06
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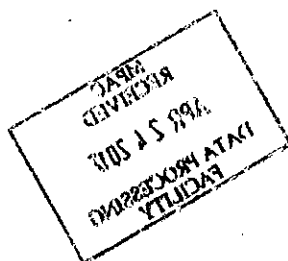
Objection by Municipality or Local Taxing Authority

Signature of municipal representative	Print name and title	Date (yyyy/mm/dd)
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Last date for a municipal appeal: October 20, 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: 2014 Roll Number: 59-12-020-001-06500-0000



**Minutes of Settlement
2015 Tax Year
Results of Request for Reconsideration
Property Assessment Change Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

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

Contact Us



Call: 1 866 296-MPAC (6722)
TTY 1 877 889-MPAC (6722)
Monday to Friday 8 a.m. to 5 p.m.



Email: 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, 2015

Adjustment Type*	Property Class / Qualifier**	2008 Assessed value	2012 Assessed value	Phase-In Assessment for Taxation Years	
				2015	2016
CC	E- to CT	\$239,817	\$243,000	\$242,204	\$243,000
Total		\$239,817	\$243,000	\$242,204	\$243,000

RECOMMENDED change to your Property Assessment Change Notice

Effective date: **January 01, 2015**

Adjustment Type*	Property Class / Qualifier**	2008 Assessed value	2012 Assessed value	Phase-In Assessment for Taxation Years	
				2015	2016
CC	E- to CT	\$141,127	\$143,000	\$142,532	\$143,000
Total		\$141,127	\$143,000	\$142,532	\$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 <i>Marius Bruyere</i>	Print name MARIUS BRUYERE	Date (yyyy/mm/dd) 2017/04/13
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Signature of MPAC representative <i>Walter Veneruzzo</i>	Print name Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2017/04/06
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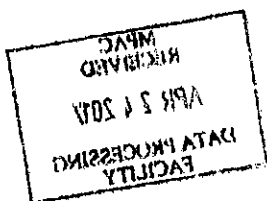
Objection by Municipality or Local Taxing Authority

Signature of municipal representative	Print name and title	Date (yyyy/mm/dd)
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Last date for a municipal appeal: October 20, 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: 2015 Roll Number: 59-12-020-001-06500-0000



**Minutes of Settlement
2017 Tax Year
Results of Request for Reconsideration
Property Assessment Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

NICHOLAS KAWULIA
942 CROWE AVE
FORT FRANCES ON P9A 2L9

Contact Us



Call: 1 866 296-MPAC (6722)
TTY 1 877 889-MPAC (6722)
Monday to Friday 8 a.m. to 5 p.m.

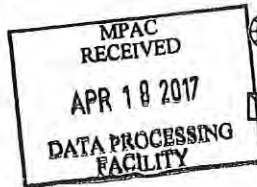


Email: enquiry@mpac.ca



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 revised property assessment below.

Owner name(s) NICHOLAS KAWULIA

Roll number 59-12-030-003-07600-0000

Property location and description 942 CROWE AVE
PLAN SM69 LOT 3 SPT LOT 2 PCL 12054

Municipality/Local taxing Authority Town of Fort Frances

CURRENT Property Assessment

Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Residential (RT)	\$176,000	\$194,000	\$180,500	\$185,000	\$189,500	\$194,000
Total	\$176,000	\$194,000	\$180,500	\$185,000	\$189,500	\$194,000

RECOMMENDED change to your Property Assessment

Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Residential (RT)	\$176,000	\$190,000	\$179,500	\$183,000	\$186,500	\$190,000
Total	\$176,000	\$190,000	\$179,500	\$183,000	\$186,500	\$190,000

Why your property assessment changed

• Updated structure data

No NEW Structures!

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, 2016 assessed value and classification of your property will be used to calculate your 2017 to 2020 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 assessed value of my property will stay the same as it appears on my 2016 Property Assessment Notice. I also understand that I may appeal MPAC's decision to the Assessment Review Board by April 03, 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 February 17, 2017. If you do not provide a response by checking one of the above boxes, the 2016 assessment of your property will not change.

Signature of property owner/representative <i>Nicholas Kaniulia</i>	Print name Nicholas Kaniulia	Date (yyyy/mm/dd) 2017/4/7
Signature of MPAC representative <i>Walter Veneruzzo</i>	Print name Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2017/01/03

Objection by Municipality or Local Taxing Authority

Signature of municipal representative	Print name and title	Date (yyyy/mm/dd)
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Last date for a municipal appeal: October 20, 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 2016 Current Value Assessment (CVA).

Tax Year: 2017 Roll Number: 59-12-030-003-07600-0000

**Minutes of Settlement
2017 Tax Year
Results of Request for Reconsideration
Property Assessment Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

DONALD ANDREW TAYLOR
504 ARMIT AVE
FORT FRANCES ON P9A 2H7

Contact Us



Call: 1 866 296-MPAC (6722)
TTY 1 877 889-MPAC (6722)
Monday to Friday 8 a.m. to 5 p.m.



Email: 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 revised property assessment below.

Owner name(s) DONALD ANDREW TAYLOR

Roll number 59-12-020-002-15800-0000

Property location and description 504 ARMIT AVE
PLAN SM105 LOT 2 PCL 2-2 SEC SM 105

Municipality/Local taxing Authority Town of Fort Frances

CURRENT Property Assessment

Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Commercial (CT)	\$71,000	\$83,000	\$74,000	\$77,000	\$80,000	\$83,000
Total	\$71,000	\$83,000	\$74,000	\$77,000	\$80,000	\$83,000

RECOMMENDED Property Assessment

Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Commercial (CT)	\$71,000	\$77,000	\$72,500	\$74,000	\$75,500	\$77,000
Total	\$71,000	\$77,000	\$72,500	\$74,000	\$75,500	\$77,000

Why your property assessment changed

- Updated commercial/industrial building value

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, 2016 assessed value and classification of your property will be used to calculate your 2016 to 2020 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:

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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 assessed value of my property will stay the same as it appears on my 2016 Property Assessment Notice. I also understand that I may appeal MPAC's decision to the Assessment Review Board by October 02, 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:




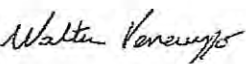
Email: enquiry@mpac.ca



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

We must receive your response no later than August 18, 2017. If you do not provide a response by checking one of the above boxes, the 2016 assessment of your property will not change.

Signature of property owner/representative 	Print name DANIEL RAYLOR	Date (yyyy/mm/dd) 2017/07/13
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Signature of MPAC representative 	Print name Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2017/07/04
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Objection by Municipality or Local Taxing Authority

Signature of municipal representative	Print name and title	Date (yyyy/mm/dd)
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Last date for a municipal appeal: October 21, 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 2016 Current Value Assessment (CVA).

Tax Year: 2017 Roll Number: 59-12-020-002-15800-0000

**Minutes of Settlement
2017 Tax Year
Results of Request for Reconsideration
Property Assessment Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

TRACY ROTTER
RR 3
DRYDEN ON P8N 3G2

Contact Us



Call: 1 866 296-MPAC (6722)
TTY 1 877 889-MPAC (6722)
Monday to Friday 8 a.m. to 5 p.m.



Email: enquiry@mpac.ca



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

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for assistance.

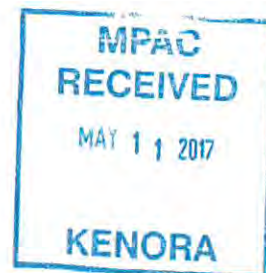
This Minutes of Settlement document contains the results of the Municipal Property Assessment Corporation's (MPAC) review of your Request for Reconsideration for the following property. You have a choice to accept or reject the revised property assessment below.

Owner name(s) AGNES DAIGNAULT

Roll number 59-12-030-007-22000-0000

Property location and description WILLIAMS AVE
RP RR140 PART LOT 1 TO 2 PCL19891

Municipality/Local taxing Authority Town of Fort Frances



CURRENT Property Assessment

Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Residential (RT)	\$18,300	\$28,000	\$20,725	\$23,150	\$25,575	\$28,000
Total	\$18,300	\$28,000	\$20,725	\$23,150	\$25,575	\$28,000

RECOMMENDED Property Assessment

Effective date: January 01, 2017

Property Classification	2012 Assessed value	2016 Assessed value	Phase-In Assessment for Taxation Years			
			2017	2018	2019	2020
Residential (RT)	\$18,300	\$9,400	\$9,400	\$9,400	\$9,400	\$9,400
Total	\$18,300	\$9,400	\$9,400	\$9,400	\$9,400	\$9,400

Why your property assessment changed

- Not able to build on lot

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, 2016 assessed value and classification of your property will be used to calculate your 2016 to 2020 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 assessed value of my property will stay the same as it appears on my 2016 Property Assessment Notice. I also understand that I may appeal MPAC's decision to the Assessment Review Board by June 26, 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 12, 2017. If you do not provide a response by checking one of the above boxes, the 2016 assessment of your property will not change.

Signature of property owner/representative <i>Tracy Bottler</i>	Print name <i>Tracy Bottler</i>	Date (yyyy/mm/dd) <i>2017/05/05</i>
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Signature of MPAC representative <i>Walter Veneruzzo</i>	Print name Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2017/03/28
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Objection by Municipality or Local Taxing Authority

Signature of municipal representative	Print name and title	Date (yyyy/mm/dd)
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Last date for a municipal appeal:

October 20, 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 2016 Current Value Assessment (CVA).

Tax Year: 2017 Roll Number: 59-12-030-007-22000-0000



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/73**

TO: Mayor Avis & Members of Council

FROM: Laurie Lindberg, Treasurer

DATE: August 8, 2017

SUBJECT: Amended Property Assessment

RE: 1721 Kings Hwy	(2017)	Roll # 5912-010-006-08100-0000
1700 Kings Hwy	(2017)	# 5912-010-006-10800-0000
335 Scott Street	(2017)	# 5912-020-002-04200-0000

BACKGROUND

Attached are the Amended Property Assessment Notices for the 2017 taxation years under the *Assessment Act* from MPAC resulting from correction of factual information regarding the properties has resulted in a change to the assessment and/or classification. This change is effective for taxation beginning January 1, 2017.

1. **1721 Kings Hwy – Commercial (CT) CVA of 131,400 changed to 133,050 and Commercial (CU) of 56,000 changed to 54,950**
2. **1700 Kings Hwy – Commercial (CT) CVA of 50,675 and Residential (RT) CVA of 32,575 changed to Commercial (CT) CVA of 68,250.**
3. **335 Scott Street – Commercial (CT) CVA of 165,000 changed to Commercial (CT) CVA of 155,000**

That total financial impact of the Amended Property Assessment Notices is \$4,326.97 consisting of a reduction of municipal revenue of \$3,481.84 and education revenue of \$845.13 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council receive the Amended Property Assessment Notice for properties located at 1721 Kings Hwy, 1700 Kings Hwy and 335 Scott Street in Fort Frances for the 2017 taxation year.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to receive the Amended Property Assessment Notice for properties located at 1721 Kings Hwy, 1700 Kings Hwy and 335 Scott Street in Fort Frances for the 2017 taxation year.

2017 WRITE-OFF/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
	2017	1.6.081	1,650	CT	0.03265332	0.011132	53.88					18.37		72.25
	2017	1.6.081	-1,650	CU	0.02285733	0.007922	-37.71					-13.07		-50.79
			0				16.16	0.00	0.00	0.00	0.00	5.30	0.00	21.46
	2017	1.6.108	17,575	CT	0.03265332	0.011132	573.88					195.64		769.52
	2017	1.6.108	-32,575	RTEP	0.01686886	0.00179	-549.50	-58.31						-607.81
			-15,000				24.38	-58.31	0.00	0.00	0.00	195.64	0.00	161.71
	2017	2.2.042	-10,000	CT	0.03265332	0.011132	-326.53					-111.32		-437.85
Amended Property Assessment														
							-3,481.84	-58.31	0.00	0.00	0.00	-786.82	0.00	-4,326.97



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

Amended Property Assessment Notice for the 2017-2020 property tax years

Questions?

Please include your roll number with your enquiry.

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

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



DG10001693 32 1/2 5/17 PRAN

NORTHWOODS BROADCASTING
LIMITED
1721 KINGS HWY
FORT FRANCES NB P9A 2Y1

This Amended Property Assessment Notice is not a property tax bill.

Why you are receiving this Amended Property Assessment Notice

You are receiving this Notice because the correction of factual information regarding this property has resulted in a change to the assessment and/or classification. This change is effective for taxation beginning January 1, 2017.

The assessed value of your property is used as the basis for calculating your property taxes. MPAC's role is to accurately value and classify properties in Ontario. Your municipality/local taxing authority is responsible for setting property tax rates. For questions about your property taxes, contact your municipality/local taxing authority. To learn how MPAC assesses properties or for details about the Reconsideration and Appeal processes, see the enclosed insert. Please keep a copy of this Notice for your records.

Property summary

Roll number	59 12 010 006 08100 0000
Property location and description	1721 KINGS HIGHWAY PT RIV R LOT 47 TO 48 PCL 14317
Municipality/Local taxing authority	FORT FRANCES TOWN
Property type	Communication buildings
Property information	Frontage: 884.68 feet Lot area: 22.50 acres

Please login to
www.aboutmyproperty.ca
to see a profile of your property and
compare your property with similar
properties in your area free-of-charge.

If you don't have an account, please
register by entering:

Roll number: 59 12 010 006 08100
Access key: C8A31 147F0 8E3BF

Or call MPAC at
1 866 296-MPAC (6722)

Previous assessment information

PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2012	VALUE AS OF JAN 1, 2016	PHASED-IN ASSESSMENT FOR TAX YEAR 2017
Commercial	\$123,000	\$156,600	\$131,400
Commercial: Excess Land	\$53,000	\$67,400	\$56,600
Total	\$176,000	\$224,000	\$188,000

Amended assessment information

Under the *Assessment Act*, an increase in the assessed value of each separately classified portion of your property between January 1, 2012 and January 1, 2016 is phased in over four years, from 2017 to 2020. If there is no change, or a decrease in the assessed value of any portion of the property, the assessed value of that portion remains the same and is effective for the remaining property tax years. The assessed values for each separately classified portion of your property are shown in the table below. The information in the table assumes your property characteristics stay the same for the remainder of the property tax years.

PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2012	VALUE AS OF JAN 1, 2016	PHASED-IN ASSESSMENT FOR TAX YEARS			
			2017	2018	2019	2020
Commercial	\$123,000	\$163,200	\$133,050	\$143,100	\$153,150	\$163,200
Commercial: Excess Land	\$53,000	\$60,800	\$54,950	\$56,900	\$58,850	\$60,800
Total	\$176,000	\$224,000	\$188,000	\$200,000	\$212,000	\$224,000

School support

PROPERTY CLASSIFICATION	SCHOOL SUPPORT	2017 ASSESSMENT
Commercial	Not Applicable	\$133,050
Commercial: Excess Land	Not Applicable	\$54,950
Total		\$188,000



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

Amended Property Assessment Notice for the 2017-2020 property tax years

Roll number: 59 12 010 006 08100 0000

DG10001693 32 2/2 5/17 PRAN

Have a question about this Notice?

MPAC will consider any new factual information that may affect your assessment. A Request for Reconsideration (RfR) may be filed with MPAC, at no charge, to review the information on this Notice. If your property, or a portion of it, is in the residential, farm or managed forests property class, you must file a RfR with MPAC before you are eligible to file an Appeal with the Assessment Review Board (ARB). The deadline for filing a RfR with MPAC is October 3, 2017. For any other property types, you can choose to either file a RfR with MPAC or file an Appeal with the ARB. If you choose to file with the ARB, the deadline to file your Appeal is October 3, 2017. For more information about the RfR and Appeal processes, see the enclosed insert. This Notice was issued on June 5, 2017.



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Amended Property Assessment Notice for the 2017-2020 property tax years

Questions?

Please include your roll number with your enquiry.

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

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

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



DG10001694 32 1/2 5/17 PRAN

SHOEMAKER SANDRA JOAN
385 DANIEL AVE
FORT FRANCES ON P9A 3L5

This Amended Property Assessment Notice is not a property tax bill.

Why you are receiving this Amended Property Assessment Notice

You are receiving this Notice because the correction of factual information regarding this property has resulted in a change to the assessment and/or classification. This change is effective for taxation beginning January 1, 2017.

The assessed value of your property is used as the basis for calculating your property taxes. MPAC's role is to accurately value and classify properties in Ontario. Your municipality/local taxing authority is responsible for setting property tax rates. For questions about your property taxes, contact your municipality/local taxing authority. To learn how MPAC assesses properties or for details about the Reconsideration and Appeal processes, see the enclosed insert. Please keep a copy of this Notice for your records.

Property summary

Roll number	59 12 010 006 10800 0000
Property location and description	1700 KINGS HIGHWAY RIVER RANGE PT LOTS 47 & 48 48R-2877 PARTS 1 & 2 PLAN 48R3131 PART 6 PCL 12317, 20284,25501
Municipality/Local taxing authority	FORT FRANCES TOWN
Property type	Mini-warehousing
Property information	Frontage: 911.57 feet Lot area: 6.94 acres

Please login to
www.aboutmyproperty.ca
to see a profile of your property and
compare your property with similar
properties in your area free-of-charge.

If you don't have an account, please
register by entering:

Roll number: 59 12 010 006 10800
Access key: 30DD1 9B503 3D8F2

Previous assessment information

PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2012	VALUE AS OF JAN 1, 2016	PHASED-IN ASSESSMENT FOR TAX YEAR 2017
Commercial	\$42,000	\$76,700	\$50,675
Residential	\$27,000	\$49,300	\$32,575
Total	\$69,000	\$126,000	\$83,250

Or call MPAC at
1 866 296-MPAC (6722)

Amended assessment information

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PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2012	VALUE AS OF JAN 1, 2016	PHASED-IN ASSESSMENT FOR TAX YEARS			
			2017	2018	2019	2020
Commercial	\$42,000	\$147,000	\$68,250	\$94,500	\$120,750	\$147,000
Total	\$42,000	\$147,000	\$68,250	\$94,500	\$120,750	\$147,000

School support

PROPERTY CLASSIFICATION	SCHOOL SUPPORT	2017 ASSESSMENT
Commercial	Not Applicable	\$68,250
Total		\$68,250



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

Amended Property Assessment Notice for the 2017-2020 property tax years

Roll number: 59 12 010 006 10800 0000

DG10001694 32 2/2 5/17 PRAN

Have a question about this Notice?

MPAC will consider any new factual information that may affect your assessment. A Request for Reconsideration (RfR) may be filed with MPAC, at no charge, to review the information on this Notice. If your property, or a portion of it, is in the residential, farm or managed forests property class, you must file a RfR with MPAC before you are eligible to file an Appeal with the Assessment Review Board (ARB). The deadline for filing a RfR with MPAC is October 3, 2017. For any other property types, you can choose to either file a RfR with MPAC or file an Appeal with the ARB. If you choose to file with the ARB, the deadline to file your Appeal is October 3, 2017. For more information about the RfR and Appeal processes, see the enclosed insert. This Notice was issued on June 5, 2017.



Amended Property Assessment Notice for the 2017-2020 property tax years



DG10001093 32 1/2 3/17 PRAN

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

Questions?

Please include your roll number with your enquiry.

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

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

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

This Amended Property Assessment Notice is not a property tax bill.

Why you are receiving this Amended Property Assessment Notice

You are receiving this Notice because the correction of factual information regarding this property has resulted in a change to the assessment and/or classification. This change is effective for taxation beginning January 1, 2017.

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Property summary

Roll number	59 12 020 002 04200 0000
Property location and description	335 SCOTT ST PLAN ALB E1/2 LOT 358 PCL 8509
Municipality/Local taxing authority	FORT FRANCES TOWN
Property type	Small Retail
Property information	Frontage: 33.00 feet Depth: 155.00 feet Lot area: 5,115.00 square feet

Please login to www.aboutmyproperty.ca to see a profile of your property and compare your property with similar properties in your area free-of-charge.

If you don't have an account, please register by entering:

Roll number: 59 12 020 002 04200
Access key: C4ED4 85159 60D87

Or call MPAC at
1 866 296-MPAC (6722)

Previous assessment information

PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2012	VALUE AS OF JAN 1, 2016	PHASED-IN ASSESSMENT FOR TAX YEAR 2017
Commercial	\$187,000	\$165,000	\$165,000
Total	\$187,000	\$165,000	\$165,000

Amended assessment information

Under the *Assessment Act*, an increase in the assessed value of each separately classified portion of your property between January 1, 2012 and January 1, 2016 is phased in over four years, from 2017 to 2020. If there is no change, or a decrease in the assessed value of any portion of the property, the assessed value of that portion remains the same and is effective for the remaining property tax years. The assessed values for each separately classified portion of your property are shown in the table below. The information in the table assumes your property characteristics stay the same for the remainder of the property tax years.

PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2012	VALUE AS OF JAN 1, 2016	PHASED-IN ASSESSMENT FOR TAX YEARS			
			2017	2018	2019	2020
Commercial	\$174,000	\$155,000	\$155,000	\$155,000	\$155,000	\$155,000
Total	\$174,000	\$155,000	\$155,000	\$155,000	\$155,000	\$155,000

School support

PROPERTY CLASSIFICATION	SCHOOL SUPPORT	2017 ASSESSMENT
Commercial	Not Applicable	\$155,000
Total		\$155,000



MUNICIPAL PROPERTY
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FONCIÈRE DES MUNICIPALITÉS

Amended Property Assessment Notice for the 2017-2020 property tax years

Roll number: 59 12 020 002 04200 0000

DG10001093 32 2/2 3/17 PRAN

Have a question about this Notice?

MPAC will consider any new factual information that may affect your assessment. A Request for Reconsideration (RfR) may be filed with MPAC, at no charge, to review the information on this Notice. If your property, or a portion of it, is in the residential, farm or managed forests property class, you must file a RfR with MPAC before you are eligible to file an Appeal with the Assessment Review Board (ARB). The deadline for filing a RfR with MPAC is August 2, 2017. For any other property types, you can choose to either file a RfR with MPAC or file an Appeal with the ARB. If you choose to file with the ARB, the deadline to file your Appeal is August 2, 2017. For more information about the RfR and Appeal processes, see the enclosed insert. This Notice was issued on April 4, 2017.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/74**

TO: Mayor Avis & Members of Council

FROM: Laurie Lindberg, Treasurer

DATE: August 8, 2017

SUBJECT: Amended Property Assessment Notice & Minutes of Settlement

RE: Pit Road No 2 - APAN	(2016)	Roll # 5912-010-006-14000-0000
1533 Kings Hwy – MOS	(2016)	# 5912-010-006-14050-0000
Pit Road No 2 - APAN	(2017)	# 5912-010-006-14000-0000

BACKGROUND

Attached are the Amended Property Assessment Notices for the 2016 & 2017 taxation years under the *Assessment Act* from MPAC resulting from correction of factual information regarding the properties has resulted in a change to the assessment and/or classification. This change is effective for taxation beginning January 1, 2016 and January 1, 2017. Also included is the Minutes of Settlement for the consolidated 1533 Kings Hwy property that was already included in the Pit Rd No 2 property amendment property assessment for 2016.

That total financial impact of the Amended Property Assessment Notices is \$6,128.87 consisting of a reduction of municipal revenue of \$4,733.73 and education revenue of \$1,395.14 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council receive the Amended Property Assessment Notice for property located on Pit Road No. 2 for 2016 in Fort Frances for the 2016 & 2017 taxation years and the Minutes of Settlement for property located at 1533 Kings Hwy.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to receive the Amended Property Assessment Notice for property located on Pit Road No 2 in Fort Frances for the 2016 & 2017 taxation years and the Minutes of Settlement for property located at 1533 Kings Hwy for the 2016 taxation year due to prior year consolidation.

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
	2016	1.6.140	165,960	CT	0.03275463	0.0118	5,435.96					1,958.33		7,394.29
	2016	1.6.140	-6,840	IT	0.04692781	0.0118	-320.99					-80.71		-401.70
	2016	1.6.140	-120	IU	0.03050307	0.00767	-3.66					-0.92		-4.58
							5,111.31	0.00	0.00	0.00	0.00	1,876.70	0.00	6,988.01
	2016	1.6.14050	-203,000	CT	0.03275463	0.0118	-6,649.19					-2,395.40		-9,044.59
			-44,000											
	2017	1.6.140	-34,325	CT	0.03265332	0.01132	-1,120.83					-382.10		-1,502.93
	2017	1.6.140	-40,925	IT	0.04785291	0.0114	-1,958.38					-466.55		-2,424.93
	2017	1.6.140	-3,750	IU	0.03110439	0.00741	-116.64					-27.79		-144.43
			-79,000				-3,195.85	0.00	0.00	0.00	0.00	-876.44	0.00	-4,072.29
							-4,733.73	0.00	0.00	0.00	0.00	-1,395.14	0.00	-6,128.87
Amended Property Assessment & M.O.S.														

AMENDED PROPERTY ASSESSMENT/MINUTES OF SETTLEMENTRoll # 5912-010-006-14000-000002016 Assessment Adjustment

	2016 - Roll	Amended 2016 Roll	
CT	30,000	195,960	165,960
IT	240,500	233,660	(6,840)
IU	21,500	21,380	(120)
<u>Roll# 5912-010-006-14050-0000</u>			0
CT - M.O.S.	203,000	-	(203,000)
	<u>495,000</u>	<u>451,000</u>	<u>(44,000)</u>

Roll # 5912-010-006-14000-000002017 Assessment Adjustment

	2017 - Roll	Amended 2017 Roll	
CT	231,695	197,370	(34,325)
IT	276,295	235,370	(40,925)
IU	25,260	21,510	(3,750)
	<u>533,250</u>	<u>454,250</u>	<u>(79,000)</u>



MUNICIPAL PROPERTY
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Amended Property Assessment Notice for the 2016 property tax year



DG10000138 32 1/2 12/16 PRAN

GEORGE ARMSTRONG CO LIMITED
PO BOX 818 STN MAIN
FORT FRANCES ON P9A 3N1

Questions?

Please include your roll number with your enquiry.

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.

This Amended Property Assessment Notice is not a property tax bill.

Why you are receiving this Amended Property Assessment Notice

You are receiving this Notice because the correction of factual information regarding this property has resulted in a change to the assessment and/or classification. This change is effective for taxation beginning January 1, 2016.

The assessed value of your property is used as the basis for calculating your property taxes. MPAC's role is to accurately value and classify properties in Ontario. Your municipality/local taxing authority is responsible for setting property tax rates. For questions about your property taxes, contact your municipality/local taxing authority. To learn how MPAC assesses properties or for details about the Reconsideration and Appeal processes, see the enclosed insert. Please keep a copy of this Notice for your records.

Property summary

Roll number	59 12 010 006 14000 0000
Property location and description	PIT NO 2 RD MCIRVINE RIVER RANGE PT LOTS 45 TO 47 PL SM56 LOT 1 PT LOT 2 PL PSM111 PT BLK B AND RR20 PARTS 1 TO 7 RP 48R3548 PARTS 1 AND 2 PCL5 6913 7715 9970 11227 12591 13635 16957 17826 AND PCL BLK B-8
Municipality/Local taxing authority	FORT FRANCES TOWN
Property type	Industrial
Property information	Lot area: 85.83 acres

Please login to
www.aboutmyproperty.ca
to see a profile of your property and
compare your property with similar
properties in your area free-of-charge.

If you don't have an account, please
register by entering:

Roll number: 59 12 010 006 14000
Access key: 5A140 9E468 9C234

Or call MPAC at
1 866 296-MPAC (6722)

Previous assessment information

PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2008	VALUE AS OF JAN 1, 2012	ASSESSED VALUE FOR TAX YEAR 2016
Commercial	\$279,607	\$233,000	\$233,000
Industrial	\$226,000	\$240,500	\$240,500
Industrial: Excess Land	\$49,000	\$21,500	\$21,500
Total	\$554,607	\$495,000	\$495,000

Amended assessment information

Under the *Assessment Act*, an increase in the assessed value of each separately classified portion of your property between January 1, 2008 and January 1, 2012 was phased in over four years, from 2013 to 2016. If there was no change, or a decrease in the assessed value of any portion of the property, the assessed value of that portion remained the same and is effective for the 2016 property tax year. The assessed values for each separately classified portion of your property are shown in the table below.

PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2008	VALUE AS OF JAN 1, 2012	ASSESSED VALUE FOR TAX YEAR 2016
Commercial	\$235,158	\$195,960	\$195,960
Industrial	\$219,572	\$233,660	\$233,660
Industrial: Excess Land	\$48,727	\$21,380	\$21,380
Total	\$503,457	\$451,000	\$451,000



MUNICIPAL PROPERTY
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FONCIÈRE DES MUNICIPALITÉS

Amended Property Assessment Notice for the 2016 property tax year

Roll number: 59 12 010 006 14000 0000

DG10000138 32 2/2 12/16 PRAN

School support

PROPERTY CLASSIFICATION	SCHOOL SUPPORT	2016 ASSESSMENT
Commercial	Not Applicable	\$195,960
Industrial	Not Applicable	\$233,660
Industrial: Excess Land	Not Applicable	\$21,380
Total		\$451,000

Have a question about this Notice?

MPAC will consider any new factual information that may affect your assessment. A Request for Reconsideration (RfR) may be filed with MPAC, at no charge, to review the information on this Notice. If your property, or a portion of it, is in the residential, farm or managed forests property class, you must file a RfR with MPAC before you are eligible to file an Appeal with the Assessment Review Board (ARB). The deadline for filing a RfR with MPAC is March 30, 2017. For any other property types, you can choose to either file a RfR with MPAC or file an Appeal with the ARB. If you choose to file with the ARB, the deadline to file your Appeal is March 30, 2017. For more information about the RfR and Appeal processes, see the enclosed insert. This Notice was mailed on or before December 30, 2016.



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

SHANE ARMSTRONG
PO BOX 818
FORT FRANCES ON P9A 3N1

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) GEORGE ARMSTRONG CO LIMITED

Roll number 59-12-010-006-14050-0000

Property location and description 1533 KINGS HIGHWAY
MCIRVINE LOT 46 RIV RGE PLAN 48R3548 PT 1 & 2 PCL 25849
PSM111 BLK B PCL BLK B-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
Commercial (CT)	January 01, 2016	\$250,000	\$203,000	\$203,000
Total		\$250,000	\$203,000	\$203,000

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	\$0	\$0	\$0
Total		\$0	\$0	\$0

Reason(s) why your property assessment changed

- Adjustment due to a consolidation

Please see reverse

Please check the appropriate box and sign below

I ☒ accept my revised assessment

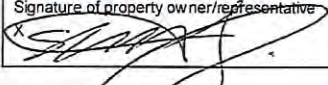
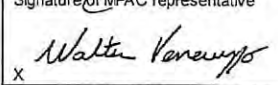
or

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 March 02, 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 SHANE ARMSIBONG	Date (yyyy/mm/dd) 2016/11/29
Signature of MPAC representative X 	Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2016/11/22
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: September 28, 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: 59-12-010-006-14050-0000



Amended Property Assessment Notice for the 2017-2020 property tax years



DG10000883 32 1/2 1/17 PRAN

GEORGE ARMSTRONG CO LIMITED
PO BOX 818 STN MAIN
FORT FRANCES ON P9A 3N1

Questions?

Please include your roll number with your enquiry.

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.

This Amended Property Assessment Notice is not a property tax bill.

Why you are receiving this Amended Property Assessment Notice

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The assessed value of your property is used as the basis for calculating your property taxes. MPAC's role is to accurately value and classify properties in Ontario. Your municipality/local taxing authority is responsible for setting property tax rates. For questions about your property taxes, contact your municipality/local taxing authority. To learn how MPAC assesses properties or for details about the Reconsideration and Appeal processes, see the enclosed insert. Please keep a copy of this Notice for your records.

Property summary

Roll number	59 12 010 006 14000 0000
Property location and description	PIT NO 2 RD MCIRVINE RIVER RANGE PT LOTS 45 TO 47 PL SM56 LOT 1 PT LOT 2 PL PSM111 PT BLK B AND RR20 PARTS 1 TO 7 RP 48R3548 PARTS 1 AND 2 PCLS 6913 7715 9970 11227 12591 13635 16957 17826 AND PCL BLK B-8
Municipality/Local taxing authority	FORT FRANCES TOWN
Property type	Industrial
Property information	Lot area: 85.83 acres

Please login to
www.aboutmyproperty.ca
to see a profile of your property and
compare your property with similar
properties in your area free-of-charge.

If you don't have an account, please
register by entering:

Roll number: 59 12 010 006 14000
Access key: 5A140 9E468 9C234

Or call MPAC at
1 866 296-MPAC (6722)

Previous assessment information

PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2012	VALUE AS OF JAN 1, 2016	PHASED-IN ASSESSMENT FOR TAX YEAR 2017
Commercial	\$195,960	\$338,900	\$231,695
Industrial	\$233,660	\$404,200	\$276,295
Industrial: Excess Land	\$21,380	\$36,900	\$25,260
Total	\$451,000	\$780,000	\$533,250

Amended assessment information

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PROPERTY CLASSIFICATION	VALUE AS OF JAN 1, 2012	VALUE AS OF JAN 1, 2016	PHASED-IN ASSESSMENT FOR TAX YEARS			
			2017	2018	2019	2020
Commercial	\$195,960	\$201,600	\$197,370	\$198,780	\$200,190	\$201,600
Industrial	\$233,660	\$240,500	\$235,370	\$237,080	\$238,790	\$240,500
Industrial: Excess Land	\$21,380	\$21,900	\$21,510	\$21,640	\$21,770	\$21,900
Total	\$451,000	\$464,000	\$454,250	\$457,500	\$460,750	\$464,000



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

Amended Property Assessment Notice for the 2017-2020 property tax years

Roll number: 59 12 010 006 14000 0000

DG10000883 32 2/2 1/17 PRAN

School support

PROPERTY CLASSIFICATION	SCHOOL SUPPORT	2017 ASSESSMENT
Commercial	Not Applicable	\$197,370
Industrial	Not Applicable	\$235,370
Industrial: Excess Land	Not Applicable	\$21,510
Total		\$454,250

Have a question about this Notice?

MPAC will consider any new factual information that may affect your assessment. A Request for Reconsideration (RfR) may be filed with MPAC, at no charge, to review the information on this Notice. If your property, or a portion of it, is in the residential, farm or managed forests property class, you must file a RfR with MPAC before you are eligible to file an Appeal with the Assessment Review Board (ARB). The deadline for filing a RfR with MPAC is June 2, 2017. For any other property types, you can choose to either file a RfR with MPAC or file an Appeal with the ARB. If you choose to file with the ARB, the deadline to file your Appeal is June 2, 2017. For more information about the RfR and Appeal processes, see the enclosed insert. This Notice was mailed on or before February 2, 2017.

August 9, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Easement Agreement with Alberton for provision of sewer and water to 45 Oakwood Road

On April 27, 2013 a letter was presented to Council by the owners of 45 Oakwood Road, the Friesen's, for the provision of municipal water and sewer services to their property. Council approved this request subject to a number of terms; there had to be a service agreement, easement agreement between the Town and Alberton, and the property owners were to pay for all materials, labour, legal costs associated with the installation and preparation of the agreements. Further once the work was completed, the account would be a non-resident water and sewer account. Since that time, the property owners have been working toward the completion of all required agreements with the completion of the easement agreement being the most difficult. The Town has included the works of installing the services in various road works tenders, most recently the tender for the 2017 road works awarded to Bay City Contractors.

In discussions with the Town's solicitor Mr. Wes Derksen, it is understood that the final draft easement agreement which is attached to this report is satisfactory to the Municipality of Alberton and their solicitor and further Mr. Derksen informs me that the same agreement will be presented to their council at the regularly scheduled meeting held August 9, 2017. It is also Mr. Derksen's understanding from Mr. Banman, the solicitor for the property owner that all other agreements have been signed, however those have not yet been returned to Mr. Derksen. It is anticipated that those other agreements will be forthcoming.

It is the recommendation of Administration that

1. The Easement Agreement between The Town of Fort Frances and Alberton be approved.
2. The Sewer and Water Agreement and Application for Sewer and Water be brought to Council when executed agreements are received from the Property Owners.
3. That an authorizing By-Law be prepared authorizing the Mayor and Clerk to execute the agreements on behalf of the Corporation.

Respectfully Submitted



Travis Rob, EIT

Council approval of this report will ensure that:

1. The Easement Agreement between The Town of Fort Frances and Alberton be approved.
2. The Sewer and Water Agreement and Application for Sewer and Water be brought to Council when executed agreements are received from the Property Owners.
3. That an authorizing By-Law be prepared authorizing the Mayor and Clerk to execute the agreements on behalf of the Corporation.

Manager of Operations and Facilities

2017AugFriesenEasement

THIS AGREEMENT made this 9th day of August, 2017,

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF ALBERTON
(herein also referred to as "Alberton")

OF THE FIRST PART

- and -

THE CORPORATION OF THE TOWN OF FORT FRANCES
(herein also referred to as the "Fort Frances")

OF THE SECOND PART

WHEREAS the *Municipal Act, 2001*, R.S.O. 2001, c.25, as amended (herein referred to as the "*Act*"), confers upon municipalities natural person powers which may be exercised within the spheres of jurisdiction identified therein, which the council of a municipality may exercise by by-law;

AND WHEREAS Section 19 of the *Act* authorizes a municipality to exercise its power to provide a municipal system to provide a service or thing in an area in another municipality if one of the purposes for so acting is for that municipality's own purposes and, in accordance with Section 19(2)(2), if the other municipality is a single-tier municipality and the service or thing is provided with its consent;

AND WHEREAS Oakwood Road (herein referred to as the "*Highway*") is a highway in the District of Rainy River, Province of Ontario, that forms part of a boundary road between Alberton and Fort Frances (herein collectively referred to as the "*Parties*");

AND WHEREAS George Plett Friesen, Katharina Friesen, Wade Adam Friesen, Phillip Plett Friesen, Henry Plett Friesen, Mary Friesen, and Travis Leigh Friesen (collectively referred to as the "*Owners*") are the registered owners, in fee simple, of certain lands and premises located in Alberton which:

- (a) has frontage on the west side of the Highway;
- (b) is municipally known as 45 Oakwood Road, Alberton; and
- (c) is legally described as Pcl 24839, Sec Rainy River; Pt Lt 1 River Range Crozier, Pt 1 & 2 on Plan 48R1422; Alberton (the "*Property*");

AND WHEREAS there are two multi-unit residential buildings located in and on the *Property* which contain a total of six single-family apartment-style dwelling units;

AND WHEREAS the *Property* is currently serviced by private non-municipal septic and well systems, which the Ministry of the Environment has deemed does not comply with servicing requirements for the current number of dwelling units thereon;

AND WHEREAS the *Owners* submitted to Alberton Council an Official Plan Amendment Application to permit the *Property* to be connected to and serviced by sanitary sewer and water service provided by Fort Frances ("*Sewer and Water Service*") for the sole benefit of the *Property*, and to allow construction and installation of certain infrastructure, works and things required for or directly pertaining to the provision of such *Sewer and Water Service* (collectively referred to as the "*Facilities*") for such purpose;

AND WHEREAS in order to allow the *Sewer and Water Service* to be provided to the *Property*, a portion of the *Facilities* is required to be located and constructed in, under and upon the portion of the *Highway* within Alberton (such portion of the *Facilities* located and constructed in, under, and upon the portion of the *Highway* within Alberton are herein collectively referred to as the "*Facilities Within Alberton*"), which will necessitate the granting of an easement (the "*Easement*") in the form attached hereto as Schedule 1 by Alberton to Fort Frances, and otherwise as Alberton requires as set out and provided for in this Agreement;

NOW THEREFORE in consideration of the mutual covenants and undertakings contained herein, the Parties hereby agree as follows:

1. Subject to the terms and conditions set out in this Agreement, Alberton:
 - (a) consents and agrees to Fort Frances providing *Sewer and Water Service* to and for the sole benefit of

the *Owners’ Property* and to the construction of the *Facilities Within Alberton*, and such further and other things as may be necessary therefor, and this shall be and be deemed to constitute consent for the purposes of Section 19(2)(2) of the *Act*); and

- (b) grants to Fort Frances the *Easement* in the form set out in Schedule 1 attached to and forming part of this Agreement.

2. The Parties acknowledge and agree that:

- (a) The *Facilities Within Alberton* shall be comprised of water and sewer utility infrastructure owned by Fort Frances;
- (b) Fort Frances agrees that it shall indemnify, defend and save harmless Alberton from any liability, cost, demands, damages, expenses, claims and suits arising out of or in any way related to the obligations of Fort Frances to carry out its work or to otherwise meet its obligations provided for in this Agreement including the failure to perform such work adequately or at all, except to the extent that same is caused by the negligence or willful misconduct of Alberton. This indemnity shall survive the early termination or expiry of this Agreement;
- (c) Fort Frances shall be solely responsible and bear the costs for the *Facilities Within Alberton* located in and under the *Highway*, and their construction, installation, operation, inspection, and maintenance, except to the extent that same are caused by the negligence or willful misconduct of the Alberton and subject to any agreement between Fort Frances and the *Owners*;
- (d) as of the date of this Agreement, Alberton has no water, sewer, and/or utility infrastructure, and/or appurtenances thereto, located in, under or adjacent to the *Highway*; and
- (e) Each *Party* shall name the other *Party* as an Additional Insured under its liability insurance policy re the *Facilities Within Alberton* as evidenced by the provision by each to the other of a completed Certificate of Insurance (proof of Insurance).

3. Subject to paragraph 2 of this Agreement, but otherwise notwithstanding anything contained in this Agreement, the consents and agreements of Alberton herein are and shall be and remain on the basis that Fort Frances shall not be required or liable to pay to Alberton any taxes, fees, charges, costs or otherwise in respect of or relating to the provision of *Sewer and Water Service* to the *Owners’ Property*, the *Easement*, the *Facilities*, or the *Facilities Within Alberton*.

4. The consents and agreements of Alberton herein are and shall be and remain on basis that, subject to paragraph 2 of this Agreement, Alberton shall not be required or liable to pay to Fort Frances any taxes, fees, charges, costs or otherwise of any nature or kind in respect of or in any way relating to the provision of *Sewer and Water Service* to the *Owners’ Property*, the *Easement*, the *Facilities*, or the *Facilities Within Alberton*.

5. This Agreement shall be binding upon and enure to the benefit of the *Parties* and their respective heirs, estate trustees, administrators, successors and assigns.

6. This Agreement shall be construed with all changes in number and gender as may be required by the context.

IN WITNESS WHEREOF the *Parties* hereto have hereunto affixed their respective hands and seals on the day and year first above written.

SIGNED, SEALED AND DELIVERED

THE CORPORATION OF THE TOWNSHIP OF ALBERTON

Per: _____
Michael Hammond, Reeve

Per: _____
Dawn Hayes, CAO/Clerk-Treasurer

WE HAVE AUTHORITY TO BIND THE CORPORATION

(seal)

THE CORPORATION OF THE TOWN OF FORT FRANCES

THE CORPORATION OF THE TOWNSHIP OF ALBERTON AND
THE CORPORATION OF THE TOWN OF FORT FRANCES

AGREEMENT RE SEWER AND WATER SERVICE
RE 45 OAKWOOD ROAD

Per: _____
Roy Avis, Mayor

Per: _____
Elizabeth Slomke, Clerk

(seal)

WE HAVE AUTHORITY TO BIND THE CORPORATION.

SCHEDULE 1

TRANSFER OF EASEMENT IN GROSS

THIS AGREEMENT made the 9th day of August, 2017, between The Corporation of the Township of Alberton (the "Transferor") and The Corporation of the Town of Fort Frances (the "Transferee").

WHEREAS the Transferor is the owner in fee simple of the lands and premises described in the Properties section of the Transfer Easement to which this Schedule is attached (the "Easement Lands").

IN CONSIDERATION of the sum of \$2.00 paid by the Transferee to the Transferor, and other good and valuable consideration, the receipt of which is hereby acknowledged, the Transferor grants to the Transferee, its employees, workmen, contractors, licencees, agents, estate trustees, heirs, successors, assigns, and other representatives, to be used and enjoyed as appurtenant to the Transferee's lands, the free, unencumbered, uninterrupted, and unobstructed perpetual rights, easements (in gross), rights of way, covenants, agreements, and privileges as herein set out in, through, under, over, across, along, and upon the Easement Lands:

1. to lay down, construct, bury, dig up, erect, maintain, operate, inspect, patrol, repair, replace, relocate, alter, upgrade, renew, reconstruct, make additions to, and/or remove, at any time and from time to time, storm sewers, sanitary sewers, watermain(s), drains, water lines, and for such other purposes and things as the Transferee may require relating thereto, together with and including all such equipment, installations, structures, markers, manholes, fixtures, things, and all appurtenances thereto as the Transferee may from time to time or at any time hereafter deem requisite (all or any of which works are herein called the "Facilities");
2. to enter on, to exit from, and to pass and repass at any and all times, free and unimpeded, in, over, along, upon, across, through, and under the Easement Lands, with or without vehicles, supplies, machinery, plant, material, and equipment of all purposes;
3. to conduct engineering, legal, and other surveys and do soil and other tests, in, on, and over the Easement Lands; and
4. the right to remove, clear, trim, sever, and fell, any buildings, structures, and/or obstructions such as trees, roots, brush, stumps, boulders, rock, and/or otherwise encountered during the course of construction or subsequent maintenance or otherwise of the Facilities.

The Transferee shall be responsible for any damage caused by it to the Easement Lands. When practical, the Transferee, after any of its activities, shall restore the Easement Lands appropriately.

Notwithstanding any rule or law or equity and even though any of the Facilities may become annexed or affixed to the Easement Lands, title to the Facilities shall nevertheless remain in the Transferee and the Facilities shall at any time, and from time to time, be removable in whole or in part by the Transferee, its successors and assigns.

This Agreement may be signed and/or amended by facsimile or electronic transmission, and any amendments, signatures, initials, and otherwise done by or via facsimile or electronic transmission shall be good and valid as if original.

This Agreement shall be interpreted under and be governed by the laws of the Province of Ontario.

The parties hereto agree that all covenants and conditions contained in this Agreement shall be severable, and that should any covenant or condition in this Agreement be declared invalid or unenforceable by a court of competent jurisdiction, the remaining covenants and conditions and the remainder of the Agreement shall remain valid and not terminate thereby.

This Agreement including all rights, privileges, and benefits herein contained shall extend to, be binding upon, and enure to the benefit of, the parties hereto and their respective heirs, estate trustees, administrators, successors, and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement under seal.

SIGNED, SEALED AND DELIVERED

The Corporation of the Township of Alberton

per _____, Reeve
*
per _____, Clerk-Treasurer

I/we have authority to bind the Corporation

The Corporation of the Town of Fort Frances

per _____ R. Avis, Mayor
*
per _____ E. Slomke, Clerk

I/we have authority to bind the Corporation

August 9, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Annual Energy Consumption Report

Background

In 2011 the Ontario Government passed O. Reg. 397/11 Energy Conservation and Demand Management Plans outlining annual energy reporting and planning for Municipalities, municipal Service Boards, Universities and Colleges, Schools and Hospitals. This regulation outlined what facilities were to be reported on and the data that was to be reported. The first reporting year for energy consumption and greenhouse gas emission data was 2013 with data from 2011. The Town of Fort Frances has been submitting energy reports in accordance with the regulation since the initial submission deadline of July 1, 2013. On June 18, 2014 the Town of Fort Frances 5 Year Energy Conservation and Demand Management Plan was taken to the Operations and Facilities Executive Committee and then to Council on June 23 for approval and was submitted to the Ministry of Energy prior to the July 1, 2014 Deadline. In accordance with Chapter 3 of the Energy Conservation and Demand Management Plan, the following is an annual report of the energy consumption of the Town of Fort Frances

Upcoming Regulation milestones

The next deadlines for the Town to complete work under the regulation is July 1, 2019 where the Town has to update it's energy conservation and Demand Management Plan for the next 5 years including proposed energy saving projects, anticipated savings and costs.

Information

Due to the wealth of data, analysis available and required for the review of energy data, the following information contained in this report is a summary of the energy consumption and solar generation from the Town of Fort Frances Facilities. The data for the 2017 energy submission to the Ministry of Energy contains information for the 2015 year consumption. This report will encompass all data to the end of 2016.

Electrical

Spreadsheet #1 attached to this report is an overview of the 2011 base year for electrical consumption as well as 2013, 2014, 2015 and 2016 years. The items marked with an asterisk are all of the facilities that are heated solely or partially with electrical energy. There is a column showing the difference between the current year and base year consumption.

Natural Gas

Spreadsheet #2 attached to this report is an overview of the 2011 base year for natural gas consumption as well as 2013, 2014, 2015 and 2016 years. There is a column showing the heating degree days, as natural gas usage is largely driven by the outdoor air temperature. There are also columns showing the difference from the base year of 2011.

Solar

The 4 – 10kW solar installations have been online and generating power since late in 2011 under the Ontario Power Authority MicroFIT program. At the time of the Town's enrolment in the program, a 20 year contract to supply power via a rooftop solar generation system was signed for \$0.80 per kWh. There is no requirement to annually report on the solar generation to the Ministry of Energy, however traditionally an annual report to Council has been completed outlining the solar generation. Spreadsheet #3 attached to this report is an overview of the generation occurring at the solar sites.

Energy Conservation and Demand Management Plan Updates:

With the changes in positions which took place in 2016, the Town's Energy Conservation and Demand Management Plan requires an interim update as the plan appoints the Chief Building Official as the Corporate Energy Leader. This role will be taken care of by the Manager of Operations and Facilities. Attached to this report is the updated sections of the Town's Energy Conservation and Demand Management Plan.

Summary of Additional Energy Initiatives:

With the changes in position in 2016, a formal report was not brought through council, the required reporting to the Ministry was completed on time, and therefore there has been a lapse in updates to Council on Energy initiatives completed over the last two periods. Some of the initiatives completed were:

1. Installation of new energy efficient windows and ridged insulation at the Public Works garage (2015)
2. Construction of a new Animal Shelter building (2015)
3. Application of rigid foam insulation along the Council Chambers at the Civic Centre. (2016)
4. Installation of a new high efficiency furnace and Air Conditioner at the Public Works garage. (2016)
5. Replacement of 6 - 1000W Halogen Rink Lights to 300W LED equivalent (installation in Fall 2017) at McIrvine Rink

Conclusions and Recommendations

Although not every facility is seeing a reduction in consumption every year, due primarily to changes in weather patterns from year to year and the above data not being normalized to heating degree days, the overall trend in normalized consumption is downward showing that our energy initiatives are working. It is the recommendation of Administration that:

1. The annual energy consumption report be accepted and made available to the public per the Town's Energy Conservation and Demand Management Plan
2. The Town's Energy Conservation and Demand Management Plan be updated to reflect the Manager of Operations and Facilities as the Corporate Energy Leader.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Travis Rob', with a stylized flourish at the end.

Travis Rob, EIT
Manager of Operations and Facilities

Council approval of this report will ensure that:

- 1. The annual energy consumption report be accepted and made available to the public per the Town's Energy Conservation and Demand Management Plan**
- 2. The Town's Energy Conservation and Demand Management Plan be updated to reflect the Manager of Operations and Facilities as the Corporate Energy Leader.**

2017AugEnergyConsumptionReport

Spreadsheet #1 - Electrical Summary

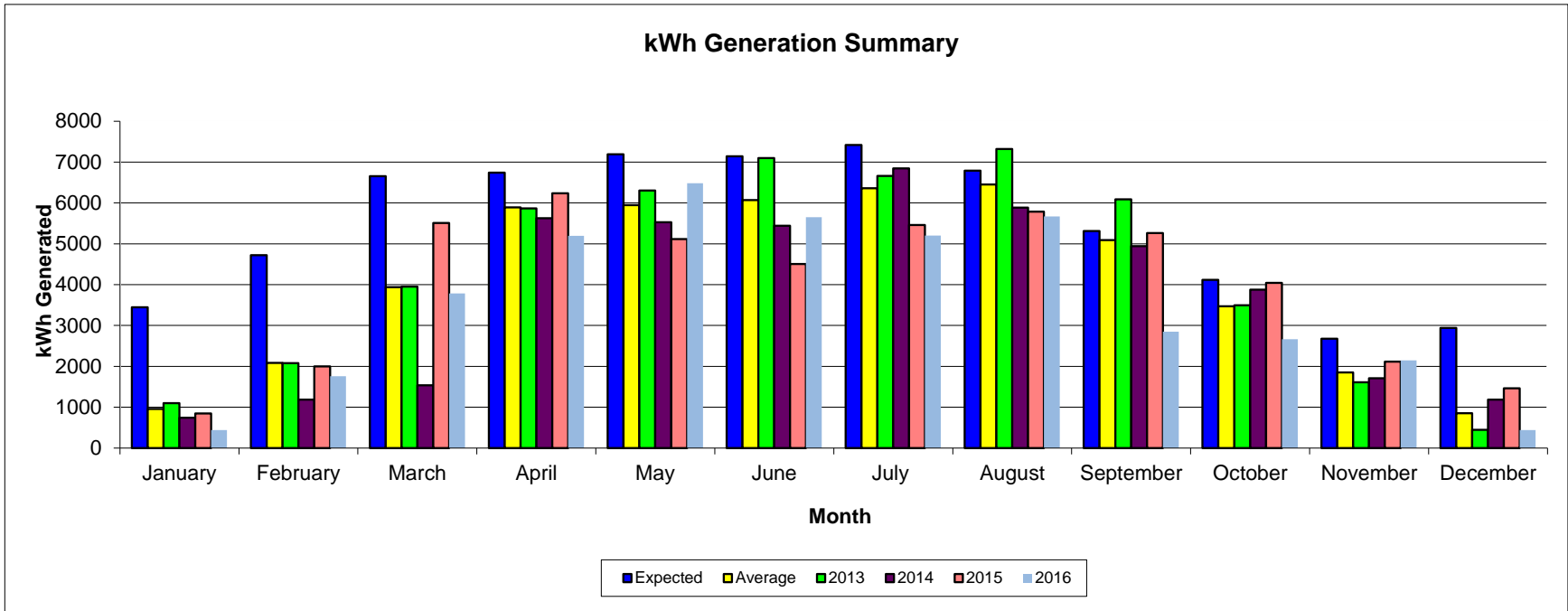
	2011 - Baseline		2013			2014			2015			2016		
	Total Consumption (kWh)	Total Cost (\$)	Total Consumption (kWh)	Total Cost (\$)	Difference From Baseline (kWh)	Total Consumption (kWh)	Total Cost (\$)	Difference From Baseline (kWh)	Total Consumption (kWh)	Total Cost (\$)	Difference From Baseline (kWh)	Total Consumption (kWh)	Total Cost (\$)	Difference From Baseline (kWh)
Museum	124518.26	\$ 12,934.16	100699.96	\$ 10,705.68	-23818.30	112252.42	\$ 13,211.48	-12265.84	97875.29	\$ 9,297.76	-26642.97	56,609.55	\$ 8,402.94	-67908.71
Memorial Sports Centre*	540324.47	\$ 57,434.30	407863.44	\$ 55,109.37	-132461.03	549459.27	\$ 59,273.96	9134.80	496898.10	\$ 40,005.61	-43426.37	84,730.17	\$ 12,758.59	-455594.30
Memorial Sports Centre A*	2060205.95	\$ 190,560.19	1726885.03	\$ 185,713.10	-333320.92	1777281.12	\$ 176,849.87	-282924.83	1739669.42	\$ 178,384.29	-320536.53	518,975.55	\$ 76,069.23	-1541230.40
Hallett	1658.65	\$ 526.18	1065.06	\$ 700.46	-593.59	1962.08	\$ 711.52	303.43	1076.30	\$ 686.39	-582.35	1,898,169.12	\$ 256,727.88	1896510.47
Sorting Gap*	46148.56	\$ 4,760.16	43538.22	\$ 4,465.30	-2610.34	37154.54	\$ 4,219.00	-8994.02	30387.48	\$ 3,233.66	-15761.08	661.19	\$ 706.80	-45487.37
Public Works	158900.90	\$ 14,990.98	122535.19	\$ 13,387.98	-36365.71	116251.40	\$ 14,240.39	-42649.50	141748.20	\$ 11,069.69	-17152.70	35,707.73	\$ 5,400.32	-123193.17
Fort Frances Cemetery*	83238.89	\$ 7,928.96	76616.41	\$ 8,309.41	-6622.48	77995.48	\$ 9,375.90	-5243.41	50595.11	\$ 3,215.20	-32643.78	84,786.69	\$ 13,693.01	1547.80
Riverview Cemetery*	49686.65	\$ 4,825.18	31618.49	\$ 3,635.19	-18068.16	33646.98	\$ 4,142.46	-16039.67	27702.62	\$ 2,420.52	-21984.03	52,363.08	\$ 8,183.98	2676.43
Civic Centre*	646061.57	\$ 65,147.27	600197.26	\$ 62,749.42	-45864.31	580279.63	\$ 60,071.65	-65781.94	486478.08	\$ 47,322.68	-159583.49	29,219.83	\$ 4,776.28	-616841.74
Dog Pound*	18384.91	\$ 1,996.22	19678.31	\$ 2,391.25	1293.40	18670.43	\$ 2,424.97	285.52	13230.96	\$ 1,061.61	-5153.95	480,698.64	\$ 68,841.26	462313.73
Sister Kennedy Centre 1	63938.02	\$ 6,242.01	68296.65	\$ 7,570.27	4358.63	64115.23	\$ 7,832.28	177.21	55623.61	\$ 6,508.83	-8314.41	8,099.45	\$ 1,737.34	-55838.57
Sister Kennedy Centre 2	1163.53	\$ 525.61	3108.74	\$ 877.63	1945.21	6112.61	\$ 1,112.43	4949.08	7480.28	\$ 1,294.80	6316.75	56,464.66	\$ 8,973.98	55301.13
East End Hall	10057.67	\$ 1,234.80	11759.80	\$ 1,667.04	1702.13	9885.26	\$ 1,626.42	-172.41	6448.06	\$ 1,092.92	-3609.61	5,359.47	\$ 1,377.37	-4698.20
Point Park Garage*	83.33	\$ 272.61	63.93	\$ 644.64	-19.40	84.90	\$ 104.17	1.57	77.90	\$ 609.95	-5.43	14,451.31	\$ 2,701.26	14367.98
Vanjura	1165.48	\$ 362.29	399.99	\$ 666.27	-765.49	0.00	\$ 511.02	-1165.48	160.00	\$ 615.17	-1005.48	164.91	\$ 645.01	-1000.57
Lions Park	16569.35	\$ 1,781.77	17625.06	\$ 2,362.53	1055.71	15845.93	\$ 2,286.96	-723.42	17468.91	\$ 2,592.13	899.56	79.99	\$ 623.22	-16489.36
Daycare	113506.77	\$ 11,745.12	94709.47	\$ 10,383.47	-18797.30	96037.27	\$ 12,568.89	-17469.50	91691.80	\$ 11,142.51	-21814.97	17,608.92	\$ 3,335.51	-95897.85
St. Frances Sports Fields	1285.15	\$ 499.34	1407.89	\$ 759.38	122.74	1912.91	\$ 707.00	627.76	1407.92	\$ 729.56	122.77	95,033.95	\$ 14,639.44	93748.80
McIrvine Road Rink	5209.86	\$ 834.06	6107.64	\$ 1,157.11	897.78	7064.73	\$ 1,193.60	1854.87	3615.78	\$ 784.76	-1594.08	988.92	\$ 751.75	-4220.94
North End Rink*	15840.60	\$ 1,779.04	13848.33	\$ 1,835.57	-1992.27	16078.42	\$ 2,132.63	237.82	14505.89	\$ 1,747.44	-1334.71	3,958.89	\$ 1,136.88	-11881.71
Water Tower	41851.34	\$ 4,109.87	42321.06	\$ 4,552.38	469.72	40897.03	\$ 4,732.46	-954.31	39497.07	\$ 4,144.92	-2354.27	9,196.43	\$ 1,871.57	-32654.91
Street Lights	1231535.63	\$ 126,968.35	1231535.64	\$ 130,121.47	0.01	414928.58	\$ 55,148.03	-816607.05	413000.36	\$ 66,502.27	-818535.27	414,303.24	\$ 80,315.27	-817232.39
Recycle Depot (2016 Baseline)									2345.61	\$ 854.09	2345.61	13,860.25	\$ 2,669.87	0.00
Tourist Info Building (2015 Baseline)						12624.42	\$ 1,571.19	12624.42	37483.13	\$ 4,769.37	0.00	31473.53	\$ 5,048.11	-6009.60
Airport	137086.6	\$ 18,967.77	111778.80	\$ 19,049.40	-25307.80	109195.45	\$ 20,179.22	-27891.15	98279.59	\$ 20,040.81	-38807.01	117,119.25	\$ 24,223.18	-19967.35
Sunny Cove Camp Office*	11477.88	\$ 2,183.56	4394.4149	\$ 1,168.49	-7083.47	4999.08	\$ 1,404.62	-6478.80	3580.21	\$ 1,136.42	-7897.67	3,923.32	\$ 1,318.07	-7554.56
Russell Hall*	7413	\$ 1,466.37	7645.0827	\$ 1,589.39	232.08	8500.2224	\$ 1,934.09	1087.22	8546.34	\$ 2,096.43	1133.34	10,037.23	\$ 2,718.40	2624.23
McGregor Hall*	2620	\$ 839.08	2507.2512	\$ 880.85	-112.75	1814.8592	\$ 870.63	-805.14	2596.21	\$ 955.87	-23.79	2,131.71	\$ 910.10	-488.29
Water Treatment Plant	813205.32	\$ 78,577.11	663507.37	\$ 76,177.58	-149697.95	663507.37	\$ 76,177.58	-149697.95	719917.20	\$ 73,505.82	-93288.12	715,771.08	\$ 103,838.30	-97434.24
Sewage Treatment Plant	1511377.58	\$ 143,636.77	1438388.10	\$ 141,756.40	-72989.48	1519960.15	\$ 150,273.08	8582.57	1476584.10	\$ 140,587.52	-34793.48	1,518,987.60	\$ 203,610.27	7610.02
Portage Avenue Storm Lift Station	8081.03	\$ 1,070.22	3028.63	\$ 882.86	-5052.40	6718.95	\$ 1,185.62	-1362.08	2941.08	\$ 769.26	-5139.95	3,142.53	\$ 1,031.29	-4938.50
Central Ave Lift Station	147238.84	\$ 13,833.05	147220.38	\$ 15,497.52	-18.46	158134.04	\$ 18,452.62	10895.20	128033.39	\$ 12,289.68	-19205.45	149,926.39	\$ 21,955.50	2687.55
5th Street Lift Station	44623.63	\$ 4,444.77	41577.57	\$ 4,268.54	-3046.06	48566.69	\$ 5,648.68	3943.06	40725.64	\$ 4,161.47	-3897.99	41,636.49	\$ 6,504.55	-2987.14
Minnie Avenue Lift Station	1698.56	\$ 564.47	1570.15	\$ 775.02	-128.41	2098.09	\$ 724.71	399.53	1627.52	\$ 751.13	-71.04	1,485.80	\$ 823.53	-212.76
White Pine Lift Station	29526.54	\$ 2,994.21	33733.32	\$ 3,716.11	4206.78	31736.37	\$ 3,783.44	2209.83	31360.61	\$ 3,272.09	1834.07	33,525.90	\$ 5,323.67	3999.36
Boundary Road Lift Station	5679.41	\$ 826.30	7546.27	\$ 1,343.50	1866.86	7417.24	\$ 1,266.24	1737.83	6871.12	\$ 1,256.49	1191.71	7,125.24	\$ 1,620.67	1445.83
Patcin Avenue Lift Station	2406.48	\$ 586.89	2371.16	\$ 847.89	-35.32	2734.51	\$ 789.06	328.03	2159.44	\$ 798.38	-247.04	2,399.88	\$ 949.33	-6.60
TOTAL:	7953770.41	\$ 787,449.04	7087150.07	\$ 777,718.47	-866620.3372	6555923.66	\$ 718,737.87	-1397846.752	6299690.34	\$ 661,707.50	-1691563.205	6520177.90	\$ 956,213.73	-1484935.894

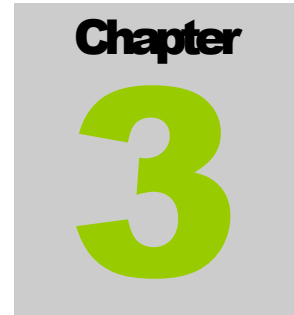
Spreadsheet #2 - Gas Summary

	Base Year				Difference From Base Year				Difference From Base Year				Difference From Base Year				Difference From Base Year	
Facility	2011 Consumption	2011 Billing HDD	2013 Consumption	2013 Billing HDD	Consumption	HDD	2014 Consumption	2014 Billing HDD	Consumption	HDD	2015 Consumption	2015 Billing HDD	Consumption	HDD	2016 Consumption	2016 Billing HDD	Consumption	HDD
Museum	6470.454	6916.8	7761.205	7563.8	1290.751	647	10392.783	8138.1	3922.329	1221.3	1830.421	1851.4	-4640.033	-5065.4	6039.276	4905.7	-431.178	-2011.1
Sister Kennedy	7505.28	6179.8	8598.524	7497.7	1093.244	1317.9	5160.228	8176.9	-2345.052	1997.1	1685.767	1857.2	-5819.513	-4322.6	7268.827	4882.8	-236.453	-1297
Sister Kennedy Shop	3020.719	5337.5	3856.363	7497.7	835.644	2160.2	1219.509	8176.9	-1801.21	2839.4	287.406	1314.4	-2733.313	-4023.1	1222.462	5425.6	-1798.257	88.1
Mclrvine Rink	4256.96	6351.4	5603.44	7416.2	1346.48	1064.8	5739.27	8160.9	1482.31	1809.5	1654.557	1914.8	-2602.403	-4436.6	3667.385	4871.5	-589.575	-1479.9
Library	5889.056	6129.9	5708.24	7497.7	-180.816	1367.8	6055.965	8176.9	166.909	2047	706.575	1841.5	-5182.481	-4288.4	2570.377	4928.7	-3318.679	-1201.2
East End Hall	5794.478	6102.4	6208.963	7479.6	414.485	1377.2	6092.127	8261.3	297.649	2158.9	1218.426	1855.5	-4576.052	-4246.9	3346.499	5064.8	-2447.979	-1037.6
Water Treatment Plant	79918.157	6102.4	85843.378	7479.6	5925.221	1377.2	95145.697	8261.3	15227.54	2158.9	13986.86	1855.5	-65931.297	-4246.9	65096.759	5064.8	-14821.398	-1037.6
Sewage Treatment Plant 1	7432.953	6229.1	12047.951	6065.7	4614.998	-163.4	15169.122	8113.8	7736.169	1884.7	1018.136	1840.2	-6414.817	-4388.9	4342.381	4872	-3090.572	-1357.1
Water Tower	21500.484	6953.4	11004.776	7848.2	-10495.708	894.8	66924.399	8150	45423.915	1196.6	6484.361	6656.7	-15016.123	-296.7	3182.373	4872	-18318.111	-2081.4
Sewage Treatment Plant 2	36714.116	6229.1	61911.605	7439.2	25197.489	1210.1	67703.299	8113.8	30989.183	1884.7	15352.72	1840.2	-21361.396	-4388.9	39390.202	4872	2676.086	-1357.1
Public Works	26975.055	6145.1	40010.542	7490.9	13035.487	1345.8	42720.009	8263.9	15744.954	2118.8	4734.614	1901.7	-22240.441	-4243.4	17425.157	5057.4	-9549.898	-1087.7
Daycare	4606.651	6992.3	11180.03	7490.9	6573.379	498.6	19750.737	8294.6	15144.086	1302.3	6539.997	1869.3	1933.346	-5123	15196.942	5057.4	10590.291	-1934.9
Civic Centre	60047.804	6916.8	57672.149	7403.9	-2375.655	487.1	72120.788	8258.2	12072.984	1341.4	12228.766	1851.4	-47819.038	-5065.4	39565.453	4930.9	-20482.351	-1985.9
Memorial Sports Centre1	132342.865	6962.5	189608.307	7497.7	57265.442	535.2	200687.047	8176.9	68344.182	1214.4	60954.535	1841.5	-71388.33	-5121	128760.303	4928.7	-3582.562	-2033.8
Memorial Sports Centre2	57494.116	6129.9	81523.252	7497.7	24029.136	1367.8	95955.199	8176.9	38461.083	2047	16849.326	1841.5	-40644.79	-4288.4	45073.408	4928.7	-12420.708	-1201.2
TOTAL	459969.148	95678.4	588538.725	111166.5	128569.577	15488.1	710836.179	122900.4	250867.031	27222	145532.467	32132.8	-314436.681	-63545.6	382147.804	74663	-77821.344	-21015.4

Spreadsheet #3 - Solar Summary

	Expected	2013		2014		2015		2016		Average	kWh Total To Date	Revenue To Date
		kWh	Revenue	kWh	Revenue	kWh	Revenue	kWh	Revenue			
January	3444	1101	\$ 974.08	743	\$ 648.88	846	\$ 742.30	438	\$ 593.43	959.0	4795	\$ 4,295.23
February	4720	2082	\$ 1,863.09	1185	\$ 1,049.52	2001	\$ 1,789.02	1756	\$ 1,562.70	2084.8	10424	\$ 8,991.01
March	6658	3950	\$ 3,511.58	1535	\$ 1,742.81	5513	\$ 4,971.80	3787	\$ 3,407.62	3940.2	19701	\$ 18,065.27
April	6740	5865	\$ 5,291.50	5625	\$ 5,073.32	6237	\$ 5,627.94	5196	\$ 4,688.81	5894.6	29473	\$ 26,593.86
May	7192	6302	\$ 5,686.86	5527	\$ 4,984.49	5116	\$ 4,612.02	6482	\$ 5,849.98	5949.2	29746	\$ 26,836.29
June	7143	7099	\$ 6,409.14	5444	\$ 4,909.28	4506	\$ 4,113.21	5650	\$ 5,095.98	6073.2	30366	\$ 27,452.18
July	7417	6663	\$ 6,014.02	6844	\$ 6,178.04	5463	\$ 4,980.87	5201	\$ 4,689.05	6358.2	31791	\$ 28,743.96
August	6794	7323	\$ 6,612.14	5883	\$ 5,307.13	5790	\$ 5,222.83	5673	\$ 5,116.80	6450.8	32254	\$ 29,109.15
September	5312	6088	\$ 5,492.92	4941	\$ 4,453.44	5261	\$ 4,743.42	2849	\$ 2,557.54	5089.0	25445	\$ 22,938.47
October	4116	3497	\$ 3,144.79	3877	\$ 3,489.18	4042	\$ 3,641.43	2662	\$ 2,388.06	3471.8	17359	\$ 15,628.58
November	2675	1610	\$ 1,434.68	1707	\$ 1,522.58	2114	\$ 1,891.42	2144	\$ 1,900.87	1850.4	9252	\$ 8,245.63
December	2942	446	\$ 379.79	1185	\$ 742.30	1465	\$ 1,303.27	439	\$ 373.45	851.8	4259	\$ 3,431.22
TOTAL:	65153	52026	\$46,814.59	44496	\$40,100.97	48354	\$43,639.53	42277	\$38,224.29	48973	244865	\$ 220,330.85





Our Plan

The Town of Fort Frances is taking the development of an Energy Conservation and Demand Management Plan as an evolving tool to monitor and improve the overall condition and future maintenance of our corporate facilities.

Strategic Planning

Long-term Strategic Issues

Strategic level issues addressed in this plan are: energy policy development, development of skills and knowledge, organizing for energy management, managing energy information, communicating with our stakeholders, and investing in energy management measures.

Links With Other Municipal Plans and processes

The energy management plan will be integrated with the budget planning process, preventative maintenance planning, and the overall asset management plan.

Leadership

Energy Leader

The Town of Fort Frances has assigned the Manager of Operations and Facilities to be the corporate energy leader. He will have the overall responsibility and leadership for corporate energy management

Energy Team

The Fort Frances energy management team will consist of departmental employees as well as council members. The following are the current members of the energy management team:

- Chief Building Official, Facilities/Special Projects Coordinator
- Manager of Operations and Facilities

August 9, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: 2018 intake of the Ontario Community Infrastructure Fund

Over that last number of years the Provincial and Federal governments have been funding municipal infrastructure rehabilitation through the Ontario Community Infrastructure Fund (OCIF). This funding has two components, one being a formula based component where the Town receives funds based on a formula looking at population, value of current infrastructure, and median household income. In 2017 the Town will receive \$299,229.00 and in 2018 the Town will receive \$422,247.00. The second component is the Top Up component whereby the combined OCIF funding can be 80% of eligible project costs up to \$2,000,000.00. Over the last number of years the Town has been applying for the reconstruction of Colonization Road West from 1302 to Armstrong Place (2 bolt watermain) and Sinclair Avenue between Victoria Avenue and Armit Avenue. The applications have alternated between both projects, with no funding having been successfully secured for this work.

The OCIF program focuses on infrastructure works that address a pressing health and safety need and that meet the objectives of Town's Asset Management Plan. For the 2017 application, the inclusion of a sidewalk along Colonization Road was included in the project to bolster the health and safety component of the application, and still the Town was not successful. For 2018 the application intake has been moved from the fall to summer in an effort to award funding prior to years end, allowing for early tendering of works. Below is a listing of potential projects to submit for the 2018 funding.

Road Section	Issue	Pros	Cons
Sinclair Avenue	Hospital Service – Watermain break generally once per year	102 year old watermain that is heavily deteriorated servicing the Hospital	Very low volume road with no residents on the road and generally good surface condition
Colonization Road West (1302 to Armstrong Place)	2 bolt connections rotting away – repair generally once per year	Repair once per year, typically in the winter. Heavily deteriorated road surface due to number of patches	Infrastructure not old, just a poor type for soil conditions Sanitary in good condition.
Second Street (300 Block)	Heavily deteriorated water, sanitary sewer and road surface	Heavily deteriorated road section with extremely high traffic volumes and severely deteriorated sidewalk (tripping hazard)	Old road section with high volumes, however very little health and safety impact other than sidewalk.
Front Street (Crowe Ave to Minnie Ave)	Watermain looping and rehabilitation of Truck Route	Deteriorated road surface and need for water main looping to improve quality issues and fire flows	Little infrastructure within roadway. Town has done other things to loop area with great success.
8 th Street East (Minnie Ave to Mill Road)	No water supply fire protection issues undevelopable properties	Large amount of land currently undevelopable due to lack of fire protection and a number of	Low volume roadway with very few current structures at risk due to little property developed

		historical residents unprotected	currently.
Armit Avenue (400 Block)	101 year old watermain and heavily deteriorated road surface	Heavily deteriorated road surface, 100 year old water main 72 year old sanitary	No really urgent health and safety concern.
Third Street East (1200 Block)	Heavily deteriorated road surface	Heavily deteriorated road surface and history of sanitary main and watermain issues – Tendered in 2017	Not an urgent health and safety concern.

The installation of a water and sanitary sewer main along 8th Street from Mill Road to Minnie Avenue would include the looping of Williams Avenue watermain and tie in the service currently going to some of the houses down Minnie Avenue that traverses a number of private properties. This installation will resolve a serious fire protection issue within the Town by providing a fire hydrant at the intersection of 8th Street East and Minnie Avenue North. Further if the Town is successful in securing Connecting Link funding for the rehabilitation of the Mill Road Overpass, the intersection of Mill Road and 8th Street East will be excavated in 2018 for those works which would alleviate having to open an intersection twice in a short period.

After a review of the potential projects available and in comparison to the requirements of the OCIF funding; it is the recommendation of Administration that 8th Street East (Minnie Avenue to Mill Road) be selected as the project to apply to OCIF for funds to complete. Further that an application be completed and submitted to OCIF prior to the September 27, 2017 deadline.

Respectfully Submitted



Travis Rob, EIT

Council approval of this report will ensure:

- 1. That the reconstruction of 8th Street East from Minnie Avenue to Mill Road be selected for application to the 2018 intake of the Ontario Community Infrastructure Fund.**
- 2. That an application be completed and submitted prior to the September 27, 2017 deadline.**

Manager of Operations and Facilities

July 20, 2017

Report To: Mayor & Council

From: Travis Rob, Manager of Operations & Facilities

SUBJECT: June 2017 Drinking Water Systems Monthly Summary Report

Please find attached the June 2017 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the June report as presented.

Respectfully submitted,
Operations & Facilities Division

Travis Rob, E.I.T.
Manager of Operations & Facilities

Council approval of this report will accept the June 2017 report prior to it being made available to the general public.

c.c. – Doug Herr, Environmental & Facilities Supt.
Randy White, Senior WTP Operator

03CouncilwaterreportMarch 2015

June, 2017

**Monthly Summary Report
Water Systems**

**Prepared by: Randy White, ORO
Senior Water Treatment Plant Operator**

Dated: July 13, 2017

1) Introduction:

This report contains the major maintenance activities and operational events that occurred during the month of June 2017 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works # 26002736. This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act.

2) Flow Data:

Water Treatment Plant: See attached spreadsheet. No flow data for Airport groundwater well.

3) Microbiological (Health Related) Water Analysis– Main Water System # 220000978:

Water Treatment Plant (treated): 4 samples taken no adverse results

Water Treatment Plant (raw): 4 samples taken no adverse results

Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count (HPC) - no adverse results.

We take microbiological samples on a weekly basis, which includes 1 raw sample, 1 treated sample and 4 distribution samples. The 4 distribution samples are taken at different locations throughout the distribution system.

Water distribution samples taken at the following locations:

- | | | | |
|-----------------------|-----------------------|---------------------|--------------|
| 1. 1150 Portage Ave. | 2. 901 Wright Ave. | 3. 810 King's Hwy. | 4. W. Tower |
| 5. 740 Scott St. | 6. 1036 Victoria Ave. | 7. 901 Wright Ave. | 8. W. Tower |
| 9. 1036 Victoria Ave. | 10. 122 Scott St. | 11. 810 King's Hwy. | 12. W. Tower |
| 13. 1227 Fifth St. E. | 14. 1150 Portage Ave. | 15. 901 Wright Ave. | 16. W. Tower |

4) Microbiological (Health Related) Water Analysis– Airport Groundwater Well # 26002736:

No samples taken.

The Airport has signs posted in the men's and women's washroom stating that the water has not been tested or treated for drinking purpose in accordance with the Health Protection and Promotion Act – Section 7 of the Small Drinking Water Systems Regulation, O. Reg. 318/08 (*Amended to Safe Drinking Water Act, 2002 - Section 6 of Ontario Regulation 252/05*). The operators do a visual inspection of the

warning notices at a minimum of once per week to ensure that they are legible and comply with Ontario Regulation 318/08, Section 7(5).

5) Free Available Chlorine Residual (FAC) – Main Water System – # 220000978:

FAC residuals are taken at a minimum daily at both the Water Treatment Plant and within the Water Distribution System.

6) Free Available Chlorine residual (FAC) – Airport Groundwater Well System # 26002736:

Signs posted, exempt from testing.

7) Maintenance Activities at the WTP:

June 01st - unloaded four (4) chlorine tonners and shipped back four (4) empties.
 - cleaned top and bottom tanks on the poly unit.
 - cleaned all four (4) check valves on the poly unit.

June 05th - cleaned the flumes and troughs on both clarifiers.
 - worked on Reservoir No. 1 influent valve.

June 06th - equipment calibration be ClearTech.

June 15th - installed a new soda ash line from the pump to the contact chamber.

June 16th - took grab samples off filters.
 - checked the calibration of the Distribution Chlorine Analyzer.

June 19th - ran standby generator for one (1) hour.

8) Water Complaints:

- Poor Pressure – 0 complaint:
- Water quality – 2 complaints:
 1. 902 Phair Ave. – yellowish water, flushed until clear.
 2. 1029 Williams Ave. – smell and taste concern, Town crew flushing (valve exercising). Flushed system until clear.

9) Other Miscellaneous Information:

June 01st - QMS meeting on internal audit.

June 05th - took weekly routine micro samples.

June 06th - received a bulk load of Aluminum Sulphate.

June 12th - took weekly routine micro samples.

June 15th - QMS management review meeting.

June 19th - took weekly routine micro samples.

June 20th - took micro samples at Sunny Cove Camp.

June 22nd - temp. water main – Nelson St. – micro samples – 1st set.

June 26th - took weekly routine micro samples.

- temp. water main – Nelson St. – micro samples – 2nd set.

- took micro samples at construction sites around town (valve replacements) – 1st set.

June 27th - took micro samples at construction sites around town (valve replacements) – 2nd set.

10) In order to acknowledge that all levels of responsibility within the Corporation of the Town of Fort Frances have received and reviewed this monthly report, it is necessary to sign-off in the appropriate location below:

- Randy White, ORO, Senior WTP Operator: _____
- Doug Herr, Environmental & Facilities Supt.: _____
- Travis Rob, Manager of Operations & Facilities: _____
- Doug Brown, CAO: _____
- Paul Ryan, Chair O& F Exec Committee: _____
- Roy Avis, Mayor: _____
- June Caul, Councillor: _____
- John Albanese, Councillor: _____
- Wendy Brunetta, Councillor: _____
- Doug Kitowski, Councillor: _____
- Ken Perry, Councillor: _____

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact myself or Randy White, Senior WTP Operator at 274-2325.

Monthly Report June 2017

Town of Fort Frances - WTP - 220000978
June 2015/2016 vs. June 2017
Flow and Operating Data

Flow Data JUNE	Units	2015		2016		2017	
		Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m^3		168110		165710		197910
Raw Maximum Day	m^3	Saturday 13th	5950	Saturday 11th	6210	Sunday 11th	6890
Raw Minimum Day	m^3	Monday 22nd	5270	Friday 03rd	4620	Saturday 03rd	6270
Raw Avgerage Daily Consumption	m^3		5600		5330		6600
Total Treated Water	m^3		116430		120190		114210
Treated Water Maximim Day Consumption	m^3	Thursday 18th	4560	Thursday 09th	5970	Wednesday 07th	4860
Treated Water Minimim Day Consumption	m^3	Tuesday 09th	3390	Thursday 30th	3260	Sunday 18th	3150
Treated Water Average Day Consumption	m^3		3880		3880		3810
Daily Average Per Household Consumption Rate	m^3		1.026		1.026		1.007
* Daily Average Per Person Consumption Rate	m^3		0.486		0.486		0.477
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		1.90		2.07		2.20
Total Chlorine Residual - Treated Water	mg/L		2.29		2.45		2.41
Aluminum Sulphate - Raw Water	mg/L		35.0		35.0		35.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.03		0.03		0.02
Fluoride - Treated Water	mg/L		0.60		0.62		0.63
Soda Ash - Raw Water	mg/L		35.0		35.0		35.0
PH - Adjusted	mg/L		7.28		7.29		7.28
Temperature	C		16.7		16.8		16.2
Quantity of Chemical Used:	kg						
Aluminum Sulphate	kg		5883.9		5799.9		6926.9
Polyelectrolyte	kg		75.0		100.0		62.5
Chlorine Gas	kg		764.0		801.0		935.0
Soda Ash - Used for PH Adjustment	kg		5883.9		5799.9		6926.9
Fluoride	kg		385.0		493.0		651.0

* The Canadian Average is 450 Litres (0.45 m^3) per day.

* Population is 7986

* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
June 2017

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total	Average
		or Range																																
Flow rates																																		
Raw Water	10^3 M^3	17	6.61	6.47	6.27	6.47	6.84	6.60	6.55	6.59	6.67	6.71	6.89	6.33	6.58	6.29	6.70	6.66	6.53	6.65	6.77	6.62	6.59	6.68	6.70	6.32	6.66	6.82	6.59	6.59	6.61	6.55	197.91	6.60
Peak Instantaneous - Raw Water	L/s	n/a	75.76	75.87	76.19	76.17	76.26	76.97	76.84	77.19	78.20	78.14	77.70	77.20	77.36	78.06	77.87	77.83	77.80	77.80	77.75	77.81	77.32	77.49	77.40	77.26	77.33	77.53	77.34	76.94	76.99	77.14	2317.51	77.25
Treated Water	10^3 M^3	17	3.37	3.88	4.03	3.87	3.87	4.22	4.86	4.19	3.74	4.37	3.57	3.47	3.97	3.36	4.19	3.56	3.83	3.15	3.53	3.71	4.50	3.63	3.79	3.79	3.60	3.72	3.64	3.64	3.74	3.42	114.21	3.81
Peak Instantaneous - Treated Water	L/s	n/a	81.08	80.77	84.39	81.16	81.72	83.43	94.93	91.90	82.55	90.08	80.08	110.49	89.41		90.00	92.98	86.93	79.54	81.09	87.48	90.47	88.24	83.30	89.52	90.00	86.83	83.81	81.80	93.22	80.47	2517.67	86.82
BackWash Water	10^3 M^3	n/a	0.495	0.254	0.240				0.263	0.255	0.237		0.257	0.244	0.265	0.256	0.246	0.265			0.255	0.241	0.269	0.256	0.235	0.264		0.239	0.285		0.240	0.266	5.827	0.265
Fluoride Information																																		
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.63	0.60	0.64	0.65	0.61	0.58	0.61	0.69	0.71	0.70	0.71	0.69	0.63	0.61	0.57	0.57	0.58	0.61	0.58	0.60	0.65	0.62	0.59	0.65	0.66	0.68	0.65	0.64	0.58	0.62	18.91	0.63
Turbidity Information																																		
Raw Water	NTU	n/a	1.23	1.26	1.29	1.34	1.29	1.34	1.37	1.31	1.35	1.31	1.27	1.34	1.29	1.25	1.33	1.19	1.28	1.33	1.28	1.25	1.31	1.35	1.30	1.27	1.32	1.29	1.34	1.27	1.20	1.36	38.91	1.30
Settled Water	NTU	n/a	0.19	0.16	0.14	0.14	0.16	0.17	0.19	0.17	0.18	0.21	0.18	0.14	0.18	0.17	0.19	0.21	0.16	0.19	0.17	0.18	0.16	0.18	0.17	0.15	0.14	0.18	0.16	0.15	0.17	0.14	5.08	0.17
Treated Water	NTU	1	0.11	0.10	0.10	0.10	0.10	0.11	0.12	0.12	0.11	0.13	0.11	0.09	0.1	0.08	0.10	0.09	0.10	0.10	0.11	0.10	0.10	0.09	0.10	0.09	0.09	0.10	0.10	0.09	0.09	0.09	3.02	0.10
Other Operating Parameters																																		
pH - Treated Water	no units	6.5 to 8.5	7.29	7.32	7.29	7.26	7.30	7.37	7.32	7.30	7.27	7.31	7.19	7.22	7.15	7.17	7.11	7.17	7.22	7.21	7.24	7.23	7.27	7.30	7.13	7.18	7.24	7.51	7.50	7.44	7.47	7.36	218.34	7.28
pH - Settled water	no units	n/a	6.14	6.14	6.16	6.11	6.14	6.11	6.15	6.21	6.17	6.21	6.25	6.09	6.12	6.19	6.27	6.30	6.17	6.15	6.17	6.16	6.20	6.26	6.13	6.16	6.17	6.23	6.23	6.19	6.23	6.19	185.40	6.18
pH - Raw Water	no units	n/a	7.41	7.39	7.26	7.24	7.37	7.42	7.44	7.40	7.28	7.20	7.12	7.16	7.31	7.19	7.21	7.30	7.21	7.23	7.26	7.32	7.29	7.26	7.22	7.18	7.24	7.51	7.50	7.44	7.47	7.36	219.19	7.31
FAC - Treated Water	mg/l	0.2 to 4	2.20	2.30	2.28	2.30	2.24	2.66	2.30	2.31	2.16	1.97	1.95	2.16	2.20	2.20	2.22	1.99	1.95	2.00	2.11	2.18	2.30	2.32	2.24	2.24	2.20	2.30	2.24	2.20	2.04	2.04	63.85	2.20
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.42	2.54	2.56	2.54	2.50	2.96	2.52	2.52	2.28	2.20	2.18	2.32	2.38	2.36	2.32	2.28	2.24	2.19	2.32	2.34	2.48	2.52	2.50	2.48	2.46	2.48	2.40	2.48	2.24	2.28	72.29	2.41
Temperature	C	15	13.0	13.0	13.0	13.0	14.0	14.00	14.0	16.0	19.0	19.0	16.0	16.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	486.0	16.2	
Fluoride used (Total Daily Consumption)	kg	n/a	25.0	23.0	23.0	23.0	25.0	22.00	22.0	21.0	21.0	21.0	21.0	19.0	20.0	20.0	20.0	19.0	18.0	17.0	23.0	24.0	23.0	23.0	23.0	22.0	23.0	23.0	22.0	22.0	21.0	651.0	21.7	
Chlorine used (Total Daily Consumption)	kg	n/a	31.0	31.0	29.0	30.0	32.00	31.0	31.0	31.0	32.0	32.0	32.0	29.0	31.0	30.0	31.0	31.0	31.0	32.0	32.0	32.0	32.0	31.0	32.0	30.0	32.0	33.0	32.0	30.0	31.0	31.0	935.0	31.2
Soda ash (Total Daily Consumption)	kg	n/a	231.4	226.5	219.5	226.5	239.4	231.0	229.3	230.7	233.5	234.9	241.2	221.6	230.3	220.2	234.5	233.1	228.6	232.8	237.0	231.7	230.7	233.8	234.5	221.2	233.1	238.7	230.7	230.7	231.4	229.3	6926.9	230.9
Soda Ash - Dosage	mg/l	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	1050.0	35.0
Alum residual - (Total Daily Consumption)	kg	n/a	231.4	226.5	219.5	226.5	239.4	231.0	229.3	230.7	233.5	234.9	241.2	221.6	230.3	220.2	234.5	233.1	228.6	232.8	237.0	231.7	230.7	233.8	234.5	221.2	233.1	238.7	230.7	230.7	231.4	229.3	6926.9	230.9
Alum residual - Dosage	mg/l	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	1050.0	35.0
Alum residual - Treated Water	mg/l	0.1	0.02	0.02	0.01	0.01	0.01	0.01	0.01	0.04	0.03	0.03	0.05	0.04	0.01	0.01	0.01	0.02	0.02	0.02	0.01	0.02	0.02	0.01	0.02	0.04	0.04	0.03	0.02	0.01	0.03	0.01	0.63	0.02
Poly bags added (25 kg bags)	kg		0.5														0.5						0.5					0.5		0.5			62.5	

August 9, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Removal of Traffic Control Signals – 2017 Budgetary Cost Reducing Strategy – Report 2

At the July 5, 2017 meeting of the Operations and Facilities Executive Committee a traffic volume and traffic signal study was presented including recommendations, all of which is attached to this report. At that meeting the committee decided to table the recommendations to allow time for administration to put together a costing for the replacement of one traffic signal controller including required upgrades to meet accessibility requirements. This would provide some spare parts to support the out dated equipment currently installed throughout town.

The intersection of Keating Avenue and Kings Highway was used as the design intersection to replace the controller on as this intersection is a relatively simple intersection that could see the one of the biggest benefits of the installation of some smart technologies to allow east/west traffic to flow when there is no cross traffic queue. The below table outlines the cost associated for the replacement of one intersections traffic control signals.

- Replace existing controller and cabinet with new NEMA Cabinet - \$13,000.00
- Pedestrian Signal APS – Full Intersection - \$9000.00
- Autoscope Vision Video Detection – Full Intersection - \$30,000.00

The costs provided are for a simple controller similar to that currently installed as well as the optional addition of photo detection and other intelligent features to improve traffic flow, especially in the off peak times at certain intersections. Under new regulations spurring from the Accessibility for Ontarians with Disabilities Act, when upgrading traffic controllers, you have to bring the pedestrian signals up to compliance with the regulations. This will be accomplished with the APS addition noted above. FFPC would be completing the installation of the new controllers and provided that programming information could be sent to Econolite in advance and proper grounding is on site, it is anticipated that the installation of a simple controller cabinet would take 4 hours. Therefore the installation cost would start at \$650.00. Addition of video detection, the repair/replacement of any wiring or grounding, and any onsite programming required would be in addition to this. Also to note is that all prices are exclusive of HST and shipping and budgetary in nature, once direction is provided final quotations can be sought.

The Town of Fort Frances currently operates 12 signalized intersections, all with the exact same equipment that has not been supported by the manufacturer for a number of years. These controllers were all installed in 1998 and have a useful life of 12 years. Most municipalities plan for the replacement of their controllers on a 12 year cycle to avoid any disruptions to service, these units are almost 20 years old, placing the Town in a precarious position. In speaking with the manufacturer, these controllers are “unrepairable with replacement components no longer available”. The Town needs to start a phased replacement of all controllers over the next 2 years, or sooner, starting in 2018 to avoid a failure causing sustained down time and unbudgeted expenses.

Given the age of the traffic control infrastructure currently in the Town, the lack of available repair parts, and the intention of the proposal to remove one set of lights discussed during the budget deliberations, it is the recommendation of Administration that

1. A new controller set complete with the addition of Pedestrian Signal APS to meet Accessibility requirements and video detection be purchased for the intersection of Keating Avenue and Kings Highway as a pilot in 2017.
2. Council approve the unbudgeted expense of \$52,000.00 to purchase the equipment.
3. The replacement of 6 additional controllers be brought forward to the 2018 Capital Budget.

Respectfully Submitted



Travis Rob, EIT
Manager of Operations and Facilities

Council approval of this report will ensure:

- 1. A new controller set complete with the addition of Pedestrian Signal APS to meet Accessibility requirements and video detection be purchased for the intersection of Keating Avenue and Kings Highway as a pilot in 2017.**
- 2. Council approve the unbudgeted expense of \$52,000.00 to purchase the equipment.**
- 3. The replacement of 6 additional controllers be brought forward to the 2018 Capital Budget.**

2017AugTrafficCronControlReport2REV

July 5, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Removal of Traffic Control Signals – 2017 Budgetary Cost Reducing Strategy

Background

Council will recall that in February of 2017 a number of cost reducing initiatives we presented to Council in an effort to balance the 2017 Operating Budget. One of these initiatives was the removal of one set of traffic control signals with the cost savings for 2017 estimated at \$668.00. This cost savings was a balance of energy and maintenance cost reductions with an annual savings over a full calendar year being \$1895.69. More than the energy or maintenance savings, the current Traffic Control systems is obsolete and parts are no longer available. The removal of one set of signals would provide repair parts to keep other intersections operating into the future. Without these spare parts, any number of incidents could result in any of the other signalized intersections being without signals regardless of traffic and pedestrian volumes.

During the month of June 2017 a study of Traffic Control signals within the Town of Fort Frances was completed. The study reviewed the following intersections:

Intersection 1: Armit Avenue and Second Street

Intersection 2: Crowe Avenue and Second Street

Intersection 3. Armit Avenue and Scott Street

Intersection 1 and 2 were proposed during the budget deliberations with intersection 3 being brought up in the public most during the same time. The other intersection that was noted was Second Street and Mowat Avenue, however due to the high volume of truck traffic negotiating that intersection, it was determined that the removal of the traffic signals on this intersection would cause too great of traffic delays and was therefore not studied. During the week of June 12, 2017 the Operations and Facilities Division staff conducted an 8 hour traffic and pedestrian count to form the basis of the evaluation of the justification of the study traffic signals. The completion of the 8 hour traffic count and subsequent evaluation of the results was completed in accordance with the Ontario Traffic Manual (OTM) Book 12 – Traffic Signals.

Study Methodology

To determine whether or not traffic signals are justified there are a number of tests to complete, these are summarized below:

Justification 1: Minimum Vehicle Volume – Calculation of vehicle volume over an 8 hour traffic count.

Justification 2: Delay to Cross Traffic – Calculation of vehicles and pedestrian volumes, not including right turn movements over an 8 hour traffic count.

Justification 3: Collision Experience – *This is related to an un-signalized intersection becoming signalized so was not considered during this evaluation.

Justification 4: Combination Justification – *This is only used when two of the above justifications are over 80% satisfied but not over 100% satisfied, therefore was not considered as part of this evaluation.

Justification 5: Pedestrian Volumes – Total pedestrian volume in an 8 hour count compared to traffic volume over the same period

Intersection 3 was over 100% justified on justification 1 therefore there was no benefit in completing the evaluation of the other justifications and this intersection is recommended to remain signalized. The attached spreadsheets outline the full calculations for the 3 applicable justifications for intersections 1 and 2 and justification 1 data for Intersection 3.

For Justification 5, the OTM has a table which equates a justification based on a comparison of the 8 hour traffic volume and pedestrian volume, see table below. Given the traffic and pedestrian volume, signals are not justified for these locations.

Table 20 - Pedestrian Volume Justification 5.

8 Hour Vehicular Volume V_8	Net 8 Hour Pedestrian Volume				
	< 200	200 - 275	276 - 475	476 - 1000	> 1000
< 1440	Not Justified	Not Justified	Not Justified	Not Justified	Not Justified
1440 - 2600	Not Justified	Not Justified	Not Justified	See Equation 1	Justified
2601 - 7000	Not Justified	Not Justified	See Equation 2	Justified	Justified
> 7000	Not Justified	See Equation 3	Justified	Justified	Justified

EQUATION 1: Justified If net 8 hour ped. vol. > $(1650 - (0.45V_8))$

EQUATION 2: Justified If net 8 hour ped. vol. > $(0.0001 V_8^2 - 0.146V_8 + 770)$

EQUATION 3: Justified If net 8 hour ped. vol. > $(340 - (.0094V_8))$

% Justification = $((\text{net 8 hour pedestrian volume}) / (\text{Equation 1, 2 or 3 as appropriate})) \times 100 \%$

This table represents a provincially standardized evaluation of pedestrian volumes for the purpose of justifying traffic signals.

Interpretation

Looking at Intersection 1 and 2, neither intersection shows justification for signals on any of the three tests completed therefore a review of the hour by hour traffic information was completed looking for trends that may not have been brought to light through the OTM calculations.

The intersection of Armit and Second sees some traffic queuing for the Robert Moore Kiss and Ride turning left off of Second Street. This movement would likely be improved with the removal of the traffic signals as there would not be a queue of vehicles at a red light that would have to get through the intersection before the turn could happen, the signals at Crowe would provide the relief to allow the vehicles to make the left turn off Second. There are some students that cross this street to access

residential areas in the 200, 300, and 400 blocks of Nelson Street, Church Street, Scott Street, First Street and Second Street. The primary traffic flow is east west on Second Street and other than the morning and afternoon school traffic, the pedestrian and Armit Avenue vehicular traffic is minimal.

The intersection of Church and Second sees the exiting of all of the busses onto Second Street from Robert Moore. In Justification 2, the traffic turning right is not considered as this traffic has the ability to turn right on a red light. In an 8 hour count the volume of traffic turning right at this intersection is 228 plus an additional 13 'trucks' (larger trucks, busses, motorhomes etc.). The Crowe Avenue intersection saw far more truck traffic than the Armit intersection over the 8 hour count specifically negotiating the turning movements from Crowe to Second and Second to Crowe. Further the pedestrian traffic at this intersection would be for students east of Crowe Avenue and south of Second Street, a much larger residential catchment area.

Recommendation

The Ontario Traffic Manual notes, in relation to removing traffic signals that "If under any circumstances the signal fails to meet any justification, then it should be considered a candidate for removal". Given the criticality of traffic signals at some intersections within the Town and the unavailability of repair parts, and further based on the numbers developed through the OTM Justifications, and the observations in the field of these intersections, Administration recommends the following:

1. Remove the traffic control signals at the intersection of Armit Avenue and Second Street and replace with 2 stop signs on Armit Avenue, north and south bound.
2. Extend the No Parking zone on Second Street back approximately 31m on the 400 block during the daytime hours to improve the sight lines at this intersection.
3. Engage the Rainy River District School Board to close the walk through in their fence midblock on Second Street to better direct school pedestrian traffic to the Crowe Avenue intersection to cross Second Street.
4. That the recommended parking and signage changes be brought forward to the Traffic Safety Committee for review and comment.
5. Make the required amendments to the Traffic Control By-Law for the removal of the signals, addition of the Stop Signs and changes to the parking requirements.

Respectfully Submitted



Travis Rob, EIT

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to:

- 1. Remove the traffic control signals at the intersection of Armit Avenue and Second Street and replace with 2 stop signs on Armit Avenue, north and south bound.**
- 2. Extend the No Parking zone on Second Street back approximately 31m on the 400 block during the daytime hours to improve the sight lines at this intersection.**
- 3. Engage the Rainy River District School Board to close the walk through in their fence midblock on Second Street to better direct school pedestrian traffic to the Crowe Avenue intersection to cross Second Street.**
- 4. That the recommended parking and signage changes be brought forward to the Traffic Safety Committee for review and comment.**
- 5. Make the required amendments to the Traffic Control By-Law for the removal of the signals, addition of the Stop Signs and changes to the parking requirements.**

Manager of Operations and Facilities

2017JulyTrafficLightRemoval

Armit Avenue and Second Street

Justification	Guidance	Hour Ending								No of Hours w/ Compliance		Average Compliance %	8hr traffic Vol.
		8:00am	9:00am	12:00am	1:00pm	3:00pm	4:00pm	5:00pm	6:00pm	>100%	>80%		
1A	Total Traffic Volume Entering Intersection (vph) (2 way total)	319	593	463	441	433	549	496	504				3798
	Compliance % (= (vol*100)/720)	44.31	82.36	64.31	61.25	60.14	76.25	68.89	70.00	8	7	65.94	
1B	Crossing Travffic Volume (vph) (2 way total)	68	148	105	105	115	143	131	88				903
	Compliance % (= (vol*100)/170)	40.00	87.06	61.76	61.76	67.65	84.12	77.06	51.76	8	8	66.40	4701

Justification	Guidance	Hour Ending								No of Hours w/ Compliance		Average Compliance %
		8:00am	9:00am	12:00am	1:00pm	3:00pm	4:00pm	5:00pm	6:00pm	>100%	>80%	
2A	Total Traffic Volume Entering Intersection (vph) (2 way total)	313	585	455	419	424	538	488	492			
	Compliance % (= (vol*100)/720)	43.47	81.25	63.19	58.19	58.89	74.72	67.78	68.33	8	7	64.48
2B	Crossing Travffic Volume (vph) (2 way total)	42	122	97	93	97	160	119	82			
	Compliance % (= (vol*100)/170)	24.71	71.76	57.06	54.71	57.06	94.12	70.00	48.24	8	7	59.71

Justification	Guidance	Hour Ending								8hr Ped Volume
		8:00am	9:00am	12:00am	1:00pm	3:00pm	4:00pm	5:00pm	6:00pm	
5	Total No. of pedestrians entering the intersection	6	35	15	8	17	70	29	15	195

Crowe Avenue and Second Street

Justification	Guidance	Hour Ending								No of Hours w/ Compliance			8hr traffic Vol.
		8:00am	9:00am	12:00am	1:00pm	3:00pm	4:00pm	5:00pm	6:00pm	>100%	>80%		
1A	Total Traffic Volume Entering Intersection (vph) (2 way total)	331	546	422	404	440	497	501	237			Average Compliance %	3378
	Compliance % (= (vol*100)/720)	45.97	75.83	58.61	56.11	61.11	69.03	69.58	32.92	8.00	8.00	58.65	
1B	Crossing Travffic Volume (vph) (2 way total)	76	108	81	96	65	94	65	66				651
	Compliance % (= (vol*100)/170)	44.71	63.53	47.65	56.47	38.24	55.29	38.24	38.82	8.00	8.00	47.87	4029

Justification	Guidance	Hour Ending								No of Hours w/ Compliance		
		8:00am	9:00am	12:00am	1:00pm	3:00pm	4:00pm	5:00pm	6:00pm	>100%	>80%	
2A	Total Traffic Volume Entering Intersection (vph) (2 way total)	319	549	406	391	438	497	509	237			Average Compliance %
	Compliance % (= (vol*100)/720)	44.31	76.25	56.39	54.31	60.83	69.03	70.69	32.92	8.00	8.00	58.09
2B	Crossing Travffic Volume (vph) (2 way total)	30	127	36	67	53	120	46	60			
	Compliance % (= (vol*100)/170)	17.65	74.71	21.18	39.41	31.18	70.59	27.06	35.29	8.00	8.00	39.63

Justification	Guidance	Hour Ending								8hr Ped Volume
		8:00am	9:00am	12:00am	1:00pm	3:00pm	4:00pm	5:00pm	6:00pm	
5	Total No. of pedestrians entering the intersection	8	52	6	15	15	63	12	4	175

Armit Avenue and Scott Street*

Justification	Guidance	Hour Ending								No of Hours w/ Compliance		
		8:00am	9:00am	12:00am	1:00pm	3:00pm	4:00pm	5:00pm	6:00pm	>100%	>80%	
1A	Total Traffic Volume Entering Intersection (vph) (2 way total)	199	385	427	493	493	461	639	434			Average Compliance %
	Compliance % (=(vol*100)/720)	27.64	53.47	59.31	68.47	68.47	64.03	88.75	60.28	8.00	8.00	61.30
1B	Crossing Travffic Volume (vph) (2 way total)	93	151	191	214	246	249	262	222			
	Compliance % (=(vol*100)/170)	54.71	88.82	112.35	125.88	144.71	146.47	154.12	130.59	2.00	1.00	119.71

* Average Compliance percentage surpasses 100% Therefore traffic signals are Justified at step 1



REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Community Services Division Manager

DATE: August 3, 2017

RE: Healthier Beverage Choices in Vending Machines Policy- Memorial Sports Centre

PREAMBLE

In the Fall of 2016, the Community Services Division was approached by the North Western Health Unit to partner for the Healthy Kids Community Challenge, an initiative that they were sponsoring. It could involve any number of activities or programs that could assist or promote healthier living for kids.

The idea that was presented to Memorial Sports Centre (MSC) staff included the following:

- Addition of a Water Bottle Refill Station (location TBD).
- Removal of energy/cafeinated drinks in the vending machine(s) supported by a facility policy.
- NWHU will coordinate the educational pieces around water/reduction of sugar sweetened beverages.
- NWHU will work with the canteen to try to pilot healthy beverage options (something like smoothies).

The MSC staff has been participating in the partnership with the NWHU staff in the Healthy Kids Community Challenge by adjusting the beverage choices available in the vending machines at MSC. The facility will benefit with the addition of the water bottle refill station / water fountain machines that will replace 2 of the existing water fountains.

RECOMMENDATION

The Community Services Executive Committee recommends to endorse the attached policy for the Memorial Sports Centre regarding Healthier Beverage Choices in vending machines as proposed by the North Western Health Unit.

Respectfully submitted,

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

Jason Kabel

<i>The Town of Fort Frances</i>	SECTION HEALTH AND SAFETY
<u>Healthier Beverage Choices in Vending Machines Policy- Memorial Sports Centre</u> <u>POLICY</u>	New: June 2017
Resolution No.	
Policy Number	Page 1 of 5

Policy Statement

The Town of Fort Frances is committed to supporting healthy lifestyles and environments.

Purpose

The Memorial Sports Centre (MSC) has adopted the *Healthier Beverage Choices in Vending Machines* policy. This policy supports healthier choices at work and in the community by increasing access to healthier beverages in vending machines. The policy includes the removal of energy drinks from all vending machines and canteens as well as guidelines for product placement.

Definitions

Healthy drinks provide individuals with good hydration and nutrients for healthy growth and development. Water is the best choice to satisfy thirst. Healthy choices include water, white milk, and fortified soy milk and/or 100% fruit and vegetable juices.

Sports drinks (*Gatorade®*, *Powerade®*) contain sugar and electrolytes. Sports drinks are intended for people that exercise vigorously for more than one hour or when excessive sweat loss occurs.

Energy drinks are not the same as sports drinks. Energy drinks are usually a carbonated beverage that typically contain a high percentage of sugar and/or caffeine and other ingredients (taurine and ginseng) intended to increase the drinker's energy. They are not recommended for children because of their high levels of caffeine, and other ingredients.

Rationale

Beverage choices that are high in sugar contribute to the growing obesity problem faced by our society. More than one-in-four children and youth in Canada are overweight or obese.¹ Research shows that developing healthy eating and physical activity habits from a young age continues into adulthood and contributes to better overall health throughout the lifespan.² The availability of unhealthy beverages in recreation centres sends a message that these beverages are acceptable to drink and by making them available to children and youth we are supporting unhealthy lifestyles.

Responsibility

1. This policy covers all vending machines designed to dispense beverages located in the MSC including any leased or rented space within the facility.
2. Town employees and canteen operators with responsibilities for vending machines will be familiar with the policy to ensure compliance with standards outlined in this policy.
3. The Manager of Community Services and assigned staff are responsible on-going auditing of vending machines for compliance outlined in this policy.
4. This policy does not apply to beverages brought into municipal facilities, programs, meetings, and events from home or outside by an individual for their own consumption.

Procedure

1. All energy drinks shall be removed and not replaced in all vending machines in the MSC.
2. Energy drinks shall not be sold in any canteen operations and/or in any leased or rented space within the facility.
3. Vending machines shall always include any combination of recommended healthy beverages including water, milk and/or 100% fruit/vegetable juices (increasing percentage of healthy options).
4. The placement or visibility of a product can influence choice. Healthier beverage options will be placed in the most popular and eye level slots in vending machines. Height and eye level for children shall be given priority in placement of products. Place healthier options at eye level where they are most noticeable and more likely to be purchased. Less healthy options are away from eye-level of children.
5. Coffee-based caffeinated beverages shall not be sold in vending machines located in the MSC.
6. Access to safe, potable water should be provided in all municipal and recreation settings. The use of reusable water containers should be encouraged.
7. The Town of Fort Frances and the Northwestern Health Unit staff will re-evaluate policy implementation after one year.

References

1. Peng, Y. (2013). Community-Based Strategies for Healthy Weight Promotion in Children and Youth. @ A Glance: A Resource for HC Link.
2. Ontario Chronic Disease Prevention Alliance. (2010). *Ontario chronic disease prevention alliance evidence-informed messages: Healthy eating*. Toronto. Canada.
3. Health Canada- [Caffeine in Energy Drinks- http://www.hc-sc.gc.ca/fn-an/securit/addit/caf/faq-eng.php](http://www.hc-sc.gc.ca/fn-an/securit/addit/caf/faq-eng.php) [Accessed 28 April 2017]
4. A Healthy Eating Toolkit for Recreation, Sport and Community Food Service Providers. <http://www.healthyeatingnl.ca/wp-content/uploads/2016/01/Making-the-Move-to-Healthy-Choices-Food-Service.pdf> [Accessed 28 April 2017]

Beverages

for health and sport

SPORTS DRINKS

Sport drinks are not appropriate for everyone and Canada's Food Guide recommends limiting the use of sports drinks.

What you should know about sports drinks:

- Sports drinks may be beneficial when involved in continuous and high intensity physical activity for over an hour or when excessive sweat losses occur. They are intended to replace sugar in muscles and fluid and electrolytes (sodium and potassium) lost in sweat.

Generally, if exercising for less than an hour and exercising at a low to moderate intensity, plain water will quench your thirst and help you perform at your best.

ENERGY DRINKS

These beverages are NOT recommended for children and youth.

What you should know about energy drinks:

- Most energy drink labels caution that children should not consume these beverages.
- These drinks are not good choices at any time, especially during or after athletic events. The caffeine, high sugar content and combination of energy drinks can interfere with hydration.
- The effects of the large amount of caffeine and other ingredients that may be added to energy drinks are unknown.



Making the Move to Healthy Choices

Retrieved from: **A Healthy Eating Toolkit for Recreation, Sport and Community Food Service Providers.**

Available: <http://www.healthyeatingnl.ca/wp-content/uploads/2016/01/Making-the-Move-to-Healthy-Choices-Food-Service.pdf> [Accessed 28 April 2017]

BEVERAGES

The following beverage guidelines offer some ideas for concessions, canteens, snack bars and events. Some items may be suitable for vending machines. If offering large beverages, offer them in containers with a screw top so customers don't need to drink them all at once.



FOUNTAIN OR BOTTLED WATER	<ul style="list-style-type: none"> Choose plain, unsweetened water with no artificial sweeteners or additives (e.g. caffeine, sodium).
WHITE MILK OR FORTIFIED SOY BEVERAGE	<ul style="list-style-type: none"> Offer 2% or less milk fat (M.F).
100% VEGETABLE JUICE	<ul style="list-style-type: none"> Choose varieties with 480 mg or less of sodium per serving.
100% FRUIT JUICE	<ul style="list-style-type: none"> Choose varieties with pulp for more fibre.



CHOCOLATE MILK	<ul style="list-style-type: none"> Offer 2% or less milk fat (M.F).
HOT CHOCOLATE MADE WITH MILK	<ul style="list-style-type: none"> Look at the Nutrition Facts Table and choose varieties that offer 20% or more of % daily value for Calcium.
YOGURT DRINKS	<ul style="list-style-type: none"> Choose varieties with milk as the first ingredient and those with less added sugar. Offer 2% or less milk fat (M.F).



FLAVOURED WATER	If on the menu: <ul style="list-style-type: none"> Choose varieties with no artificial sweeteners or additives (e.g. caffeine, sodium).
COFFEE/POP/SOFT DRINKS/ ENERGY DRINKS	<ul style="list-style-type: none"> See <i>Beverages for Health and Sport</i> on page 28.

CAFFEINE IN BEVERAGES

What you should know about caffeine:

- Caffeine is a stimulant.
- Caffeine can be found in coffee, tea, iced tea, cola, energy drinks and chocolate products.
- Too much caffeine can cause nervousness, irritability, difficulty sleeping and rapid heartbeat.
- Due to the health effects of caffeine, and because the tolerance for caffeine depends on body weight, Health Canada has set maximum daily limits for caffeine intake for different age groups.

Maximum daily limits for caffeine	
400 mg	Adults
300 mg	Women of childbearing age
85 mg	10-12 years
62.5 mg	7-9 years
45 mg	4-6 years

Source: Health Canada, 2011

Caffeine content of common beverages (per 237 ml serving)	
135 mg	Coffee
80 mg	Energy Drink
43 mg	Tea
36-46 mg	Pop
30 mg	Green Tea
8 mg	Milk
5 mg	Hot Cocoa

Source: Health Canada, 2012

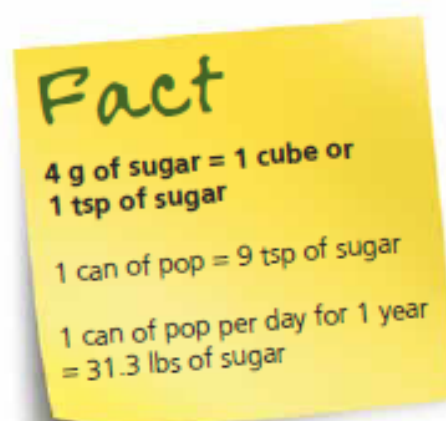
SUGAR IN BEVERAGES

What you should know about sugar:

- Many beverages contain large amounts of sugar.
- Sugar can interfere with hydration, increase calorie content, and contribute to tooth decay, especially when sipped over long periods.

Sugar content of common beverages (per 250 ml serving)	
33 g	Fruit Drinks and Fruit Punches
28 g	Pop
23 g	Iced Tea
16 g	Sports Drink, Fruit Flavour

Source: Health Canada, 2010. Nutrient Values in Some Common Foods





REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Manager of Community Services

DATE: Thursday August 3, 2017

RE: Memorial Sports Centre Canteen Agreement

BACKGROUND

The Community Services Division recently undertook a competitive Request for Proposals (RFP) process to select a concessionaire for the Memorial Sports Centre canteens. The sole proprietor to submit a proposal by the posted deadline of Tuesday, July 18, 2017 was Wasaw Enterprises (please find attached). The Division set up a follow up interview with Wasaw to clarify a couple of items of their proposal.

A summary of the particulars to be included in an agreement follow:

	Proposed Contract	Previous Contract
Operating Hours	Weekdays 03:30 p.m. to 10:00 p.m. Weekends 08:00 a.m. to 10:00 p.m.	Same
Vending Machines	Revenue & responsibility of MSC staff	Same
Financial	\$1,500/month or another arrangement that allows for \$18,000/year	12% of gross sales
Facility Improvements	Wasaw would pay for & install any items agreed to by MSC for facility improvements with up to 50% compensation by the Town as the upgrade would become a fixture of the facility. Items discussed were an additional fryer & short stainless countertop.	Not included

The Community Services Division proposes an agreement with Wasaw Enterprises for two winter seasons, September 1, 2017 to June 30, 2019 with the option to renew for up to two additional years

RECOMMENDATION

The Community Services Division recommends entering into an agreement with Wasaw Enterprises for the purposes of providing canteen services in the Memorial Sports Centre from September 1, 2017 to June 30, 2019 as attached with the option to renew for an additional two year term.

Respectfully Submitted,

Jason Kabel,

Summary

Wasaw Food Services Inc., an Anishinaabe professional food services company, is strategically focused on helping the Rainy River District increase its knowledge and appetite for better quality, innovative and "valuable" food experience. Wasaw Food Services LP is incorporated with Couchiching First Nation as the sole shareholder. The independent Board of Directors are entrepreneurs and enterprise managers in private business in the Rainy River District. All companies are run under the umbrella of "Wasaw Enterprises".

Our goal is to consistently meet and exceed our customer's needs in terms of quality of food and excellence of service.

At present, Wasaw Food Services runs a diverse operation including the following elements:

- Canteen operation at Couchiching First Nation Bingo Hall
- Catering operation – variety of local clients
- Food Truck operation – operates at the New Gold site

As a locally owned, and operated organization, we are committed to the area, and look forward to working with the Town of Fort Frances to help support the Memorial Sports Centre. We feel that our diverse operation provides a number of unique benefits including:

- Ability to provide staff coverage, and keep the canteen open during key times.
- Ability to provide catering services to support events at the facility.
- Food truck can provide additional capacity during peak times.
- Commitment to working with local hockey teams, and local groups.
- Commitment to hiring locally.

Wasaw Food Services Proposed Menu for canteen

Wasaw Food Services has experience running a canteen operation, at the Couchiching First Nation Bingo Hall. In addition, Wasaw Food Services runs a successful catering operation, and a food truck.

Having successfully operated a diverse offering of food service operations, we are well positioned to ensure that the Food Service operation at the Memorial Sports Centre will be successful, and will meet the needs of the Town of Fort Frances. In addition, we are familiar with what works, and what can be prepared at the facility.

We have provided a menu that has a number of canteen favourites, in addition to a few healthier offerings, including wraps and salad to provide some options for the health conscious clientele of the facility.

Our proposed menu is as follows:

Item	Price
Hamburger	\$6.00
Cheeseburger	\$6.75
Bacon Cheeseburger	\$8.00
Chicken Burger	\$7.00
Bacon Swiss Chicken Burger	\$9.00
Hot Dog	\$3.50
Cheese Dog	\$4.25
Bacon Cheese Dog	\$5.50
Chicken Bites	\$8.00
Chicken Fries	\$7.00
Chicken Strips	\$7.00
Chicken Caesar Wrap	\$10.00
Chicken BLT Wrap	\$10.00
Chef's Wrap	\$10.00
Club Wrap	\$10.00
Tossed Salad	\$6.00
Fries	\$4.00
Fries + Gravy	\$5.00
Poutine	\$7.00
Onion Rings	\$5.00
Coffee / Tea	\$2.00
Pop	\$2.25
Water (bottle)	\$2.00
Powerade / Gatorade	\$2.75
Milk (white or chocolate)	\$2.50
Popcorn	\$2.75
Nachos + Cheese	\$4.00
Chips, Chocolate Bars, Candy	Variety of options at market prices

Note: Wasaw Food Services may adjust the menu periodically based on demand. We intend to continue to develop healthier food options as a part of our menu based on demand.

Hours of Operation

Wasaw Food Services will commit to maintaining existing canteen hours, and will ensure that the canteen is open for larger events that occur in the facility. In addition, we will be in a position to help further support events by offering catering services at the request of those renting the facility.

Wasaw Food Services will review the opportunity to extend the number of hours open to support the needs of the clientele at the facility. Extended hours would be contingent upon demand for canteen products.

Experience and Reference

Wasaw Food Services presently operates the canteen at the Couchiching First Nation Bingo Hall, and has done so successfully for a number of years. Our experience operating this canteen has provided us with a good understanding of staffing requirements, and menu items that will work.

In addition, Wasaw Food Services operates a successful catering operation, providing catering for a variety of functions including, meetings, conferences, weddings, socials, and community events. Our catering operation can add value to events held at the facility creating a one stop shop for event planning. Catering rates are subject to the requirements of the event, menu, and number of people.

Wasaw Food Services also operates a Food Truck operation which can be easily moved to offer meals at a variety of events, and other high traffic locations. Our Food Truck can also augment the canteen operation at times of high demand, such as during sold out hockey games, or hockey tournaments.

It should further be noted, that Wasaw Food Services views this opportunity as a chance to further promote our company, and raise our profile in the community. In addition, as a result of our diverse operation, this location will allow us to help retain staff, and find efficiencies in our operation. As we have a larger staff base than a sole proprietor, we are in a position to be able to operate the canteen as required.

References are available at the following contact information:

Christine Jourdain, V.P-Fort Frances Tribal Area Health Services (807)275-8703

Brent Tookenay, CEO-Seven Generations (807)274-2796

Staffing Policy

Wasaw Food Services places a priority on customer service, and quality management. We have an ongoing focus on human resource development, which we believe to be critical to our success. We have a roster of reliable, well trained staff to ensure that we have the human resources in place to handle day to day operations, as well as, during times of high demand.

Wasaw Food Services works closely with Seven Generations Education Institute to help train, and develop staff.

We place a priority on hiring locally, and developing our staff to ensure that we are able to meet the needs of the market. Our operation is locally based, hires locally, and as such, provides a positive economic benefit to the area.

Wasaw Food Services complies with all employment standards legislation, and provides fair compensation to our staff. We utilize tested recruitment and selection processes, which have allowed us to ensure that our operation has reliable, qualified staff on hand.

Customer Relations

Wasaw Food Services places a priority on offering friendly, customer focussed service. We ensure that our staff is well trained, and that they place a priority on putting the customer first.

Wasaw Food Services will look at opportunities to work with key stakeholders such as local hockey teams, and local service groups using the facility to find areas which will mutually benefit both organizations. Wasaw Food Services understands that the facility is in place to benefit the community, and we will work to ensure that the canteen operation is a part of the success of the facility.

We utilize a broad based marketing strategy to promote our services, as a whole, and through these means, we can help to promote the canteen operation at the Memorial Sports Centre.

Our marketing strategy consists of the following components:

A variety of communications products are targeted for development these include:

- Corporate identity, letterhead, logo, branding. The use of a common identifier helps clients to understand that the canteen is run by a larger organization, many people in the area are already our clients.
- Website. Our website is located at: <http://www.wasaw.ca/wasaw-food-services.php>. Our website has significant traffic, and helps us to target our clients more effectively.
- Social Media.
- Printed Menus. We will have a printed, easy to read menu located at the facility.
- Printed catering brochures. For those interested in catering services, we will have catering brochures on hand, and staff can provide information. We believe that our catering service can benefit the facility by encouraging more rentals.
- Radio / Print advertising. From time to time we will utilize advertising to drive business. Given the stakeholders involved at this facility including well-known local hockey teams, we believe there is an opportunity for co-operative marketing.

Proposed Facility Improvements

Based upon our preliminary review of the canteen at the Memorial Sports Centre, Wasaw Food Services plans to undertake some upgrades. We believe that the following items would improve our ability to operate the canteen successfully.

- Upgraded Fryer
- Steel counter / prep space.

The installation of these items will facilitate us to be able to offer more menu items, and serve customers in a more timely way. We estimate the cost to be \$5,000.00. Wasaw Food Services would ensure that all procurement requirements of the Town of Fort Frances were adhered to during any upgrade in terms of purchasing items, and hiring installers. Actual cost will be based on the outcome of any procurement process.

THIS AGREEMENT to come into effect the **21st** day of **August, 2017**.

B E T W E E N :

THE CORPORATION OF THE TOWN OF FORT FRANCES

hereinafter called the "Town".

- A N D -

WASAW ENTERPRISES

hereinafter called the "Concessionaire, or Operator, or Canteen Operator".

WHEREAS the Town is the owner of the Memorial Sports Centre situated within the Town of Fort Frances;

AND WHEREAS the Concessionaire is desirous of contracting with the Town for the operation of the two (2) Concessions situated within this facility;

NOW THEREFORE, in consideration of the covenants and promises herein contained, the parties hereby agree as follows:

1. DEFINITIONS

In all documents forming part of this Contract, unless the context requires otherwise:

"Town Equipment" means the equipment supplied to the Concessionaire on an "as is" basis and owned by the Town as described in Schedule "A".

"Facility" means the buildings within which the concession areas (as are described in the Agreement) are located, includes the entire Memorial Sports Centre.

"Gross Sales" means, when used in relation to any period of time, the entire amount charged by the Concessionaire on all concession sales of merchandise, foods, beverages, services and any other products or services whatsoever which are provided under this Contract during any such period of time whether or not such sales are made on a cash basis or on credit, paid or unpaid, collected or uncollected, including deposits not refunded to customers, but gross sales shall not include, to the degree that the Concessionaire has included them therein:

any sales or excise tax imposed by any government authority and added to the price of a sale or service or absorbed therein and collectable from the customer;

the amount of money recovered on any return of goods to suppliers of the Concessionaire; and

the amount of any credit or refund for any merchandise returned or exchanged or any allowance made for loss of or damage to merchandise sold.

2. THE CONCESSION

The Town hereby grants to the Concessionaire/Operator the exclusive rights to sell at the Concessionaire's sole expense, food, beverages, services and miscellaneous products (subject always to the approval of the Town through the Community Services Division Manager), in the concession areas more particularly detailed in section four (4) hereinafter set out. The Concessionaire agrees to operate the concessions and to sell the said food, beverages, services and miscellaneous products during the term of this Agreement in a good and professional like manner subject always to all terms of the Agreement.

3. EXCEPTED SALES AND SPECIAL EVENTS

Although the Concessionaire has the authority to sell the products (in the discretion of the Town) that are herein provided in the concession locations specified in section four (4), the Concessionaire acknowledges and agrees as follows:

Circus - The Town has historical arrangements with the Shriners that allow them to sell candy floss, peanuts, plus novelty, and souvenir items.

The Concessionaire must agree and adhere to this stipulation under this contract and any subsequent extensions to other groups as deemed appropriate by the Town.

Socials and Weddings – The Town rents the Auditorium to community members for socials, youth dances, weddings, beer gardens, and banquets where they can provide their own food and beverage or contract to a caterer. It is therefore agreed that the Concessionaire would have the option to provide these services subject to all terms & conditions herein. The concessionaire can provide services at the renter's request that would be subject to all terms & conditions herein, including the gross sales calculation payable to the Town. The Concessionaire agrees to not limit, inhibit, or otherwise obstruct this past practice.

Festivals and Trade Shows – the Town rents the arenas for a variety of events when the ice is out, including but not limited to Pow-Wows, Employee Appreciation Days, Trade Shows, and the like where the renter provides food and beverage as part of the activities. This agreement will not limit, inhibit, or otherwise obstruct the renter's ability to provide food & beverage for their activities. The concessionaire can provide services at the renter's request that would be subject to all terms & conditions herein.

4. CONCESSION AREAS

The said concession areas, in addition to being detailed below, are more particularly outlined on the plans attached hereto as Schedule "B":

Memorial Sports Centre: Main Foyer contains approximately 64 square meters of concession's space inclusive of receiving and storage area.

5. PAYMENT FOR PRIVILEGES

In consideration of the Concessionaire's rights herein to provide services, the Concessionaire shall pay to the Town \$18,000 annually (\$2,250/month for 8 months (September to April inclusive)); herein this Agreement sometimes referred to as 'percentage charges'. These charges shall be payable on the fifteenth (15) day after the end of each month throughout the term of the agreement.

In the event that this Agreement or the concession privileges hereby granted are terminated prior to the end of the term hereof, the payment to the Town shall be apportioned to the date of termination and paid forthwith by the Concessionaire to the Town, all without prejudice to any other claims entitlement of the Town.

6. RECEIPTS FROM CONCESSION OPERATION

The Town shall have the right to have access to all financial information of the Concessionaire in the Facilities, the Concessionaire shall be entitled to retain all receipts derived from the Concession for its own use absolutely.

7. ALTERATIONS AND ADDITIONS

The Concessionaire shall not alter, add to, or in any way vary a Concession area or Town property without first obtaining consent in writing of the Town from the Community Services Division Manager.

8. REPORT OF ACCIDENTS:

The Concessionaire shall give immediate notice to the Town of any accident arising out of the operation of any Concession and any damage to any part of the facility.

9. TERM

This Agreement shall be for a term of two winter ice seasons commencing on the 21st Day of August 2017 and terminating on the 30th day of June 2019 and can be renewed thereafter for up to an additional two years, or four years total, at the agreement of both parties.

10. EQUIPMENT AND FACILITIES

The Town equipment shall be maintained and repaired by the Town. In those circumstances where damage was a direct result of neglect by the concessionaire, any of its employees or agents, the concessionaire shall be solely responsible for repairs. The Concessionaire shall be responsible for any additional or new equipment necessary for the efficient operation of the concessions. The Concessionaire will maintain the premises and fixtures in a clean and wholesome condition at all times. The Concessionaire will not allow refuse or other objectionable material to accumulate on or around the premises and will keep the premises in a clean and tidy condition at all times.

11. COMPLIANCE WITH REGULATIONS

The Concessionaire agrees to comply with all laws and regulations, including Federal, Provincial, Municipal, and all Municipal bylaws and regulations pertaining to the storage and serving of food goods and refreshments. The Concessionaire agrees to comply with all labor and employment laws & regulations in the operation of the concession and will, at his or her own expense, obtain and pay for all required licenses or permits that may be required.

12. COVENANT TO OPERATE

The Concessionaire shall provide its concession services in the concession areas at Memorial Sports Centre during the operating hours and seasons hereinafter set out, the Concessionaire may extend the hours, if business demand dictates with the approval of the Town.

i. OPERATING HOURS

Weekdays 03:30 p.m. to 10:00 p.m. and weekends 08:00 a.m. to 10:00 p.m. These hours are only subject to change in order to meet the program needs of the Sports Centre upon written agreement by both parties.

ii. CLOSING OF FACILITIES

The Town at all times reserves the right to close the Facilities, or part of them, in the Town's sole and absolute discretion. The Town may consider closing the Facilities during inclement weather, for repairs, or in cases of an emergency. The Town may also close parts of the facility in the event that a season is shortened due to lack of interest in the use of the facility. In such event, the operating hours and days for which the facilities are not opened shall be correspondingly reduced in this agreement.

13. VENDING MACHINES

The Memorial Sports Centre staff will assume the responsibility of the vending machines and they will not be subject to revenue for the concessionaire in any way. The concessionaire hereby relinquishes any right or privilege to the revenue generated by the vending machines and will not otherwise inhibit the ability for such to generate revenue for the facility.

14. OCCUPANCY OF PREMISES

Notwithstanding anything herein contained, the Concessionaire is not and shall not be a tenant of the Town and is not and shall not be entitled to exclusive possession or occupancy of any part of the Facilities or concession areas. The use of the Facilities is limited to their use in order to provide the services under this Contract by the Concessionaire, to the extent necessary to do so and only to that extent. The Town and its authorized personnel shall have access to all parts of the Facilities, including the concession areas without any prior notice for any and all purposes, including, but not limited to Public Health and Fire Inspections. The Town shall use reasonable best efforts not to interfere with the performance of services hereunder.

15. TERMINATION Notwithstanding the foregoing:

- i) Either party to this Agreement shall have the right to terminate this Contract giving sixty (60) days written notice to the other and neither party, in the event of exercising its right of early termination, shall have to provide any reason whatsoever for terminating the Contract.
- ii) If the Concessionaire is in default hereunder, the Town shall have the right to immediately terminate this Contract by the delivery of written notice to the Concessionaire, in which case this

contract shall be at an end and the parties shall have no further obligations except any outstanding payments due, one to another, save and except.

iii) The Concessionaire shall be responsible for any obligations incurred in this agreement or breaches of this agreement up to date of termination.

iv) The Concessionaire will be obligated to continue to account and provide all information and payments under this Agreement with respect to any net profit made or transacted before the termination hereof.

v) The right of the Town to any and all financial and sales information for the period up to termination will survive beyond the termination of this Agreement for at least one year.

16. DEFAULT

For the purpose of this section, the Concessionaire will be deemed to have defaulted under the terms of this Contract upon incidence of any of the following:

i) The Concessionaire breaches any of the terms or conditions of this contract.

ii) The Concessionaire violates any law, commits or becomes involved in any situation or occurrence which, in the opinion of the Town or Community Services Division Manager, would tend to bring the Town into public disrepute or dishonor.

17. VERBAL AND OTHER ARRANGEMENTS

This Contract may not be amended, modified, or in any way changed except by a written document of equal formality herewith.

18. DAMAGE TO PROPERTY OF THE TOWN

In carrying out the operation from its inception and until the conclusion of the same, the Concessionaire shall make good any damage, due to neglect, caused to property of the Town at its own expense.

19. DAMAGES AND INDEMNITY

The Concessionaire shall be responsible for any and all claims, demands, damages, law suits, other proceedings, causes of action, liabilities, claims for lien, civil and criminal penalties and charges, costs and other expenses including reasonable legal fees done or caused by it, its employees or patrons, or resulting from the prosecution of the operation or caused by reason of the existence or location or condition of the premises or of any equipment used therein, or which may happen by reason thereof, or any and all claims, demands, damages, law suits, other proceedings, causes of action, liabilities, claims for lien, civil and criminal penalties and charges, costs and other expenses including reasonable legal fees whatsoever which may arise as a result of the operations of the Concessionaire, the Concessionaire's servants, agents or employees, or arising or related to the use or the occupation of the concession areas and Facilities or the exercise of any privileges herein granted or arising from any failure, neglect or omission on their part, or on the part of any of their employees, to do or perform any or all of the several acts or things required to be done by them under and by these conditions, and covenants and agrees to hold the Corporation harmless and indemnified for all such claims, demands, damages, lawsuits, other proceedings, causes of action, liabilities, claims for lien, civil and criminal penalties and charges, costs and other expenses including reasonable legal fees; and in case of the Concessionaire's failure, neglect or omission to observe and perform faithfully and strictly, all the provisions of these Conditions, the Town may either with or without notice (except where in these Conditions notice is specially provided for, and then upon giving the notice therein provided for), take such steps, procure such materials and workers, do such work or things as deemed advisable toward carrying out and enforcing the same, and any and all expenses so incurred may be deducted or collected by the Town from the Concessionaire, and any such action by the Town as herein empowered to take, shall not in any way relieve the Concessionaire from any liability under this Contract.

20. CONCESSIONAIRE'S EQUIPMENT

Equipment and property of the Concessionaire are not protected against fire, theft, vandalism or other risks by the Town, and the protection of such, and any damage caused too such, is the sole and complete responsibility of the Concessionaire.

21. CONCESSIONAIRES' REPORTS AND AUDITS

i) The Concessionaire shall submit to the Town on or before the 15th day following the end of each calendar month and partial calendar month during the term of this agreement, written statements

signed by the Concessionaire certified to be true and correct showing the amount of gross sales for the preceding month or partial calendar month, together with the payment to the Town of the appropriate percentage charges set out in section five (5) hereof.

ii) For the purpose of ascertaining the amount payable under section five (5) and for permitting verification by the Town, the Concessionaire shall keep at the Facilities or at its office, for a period of not less than 3 years following the end of each calendar year or a part thereof within the term of this Contract adequate books and records including but not limited to records of inventories, purchases and receipts of merchandise and all sales and other transactions by the Concessionaire.

iii) In addition to any other right of the Town, the Town, its employees and authorized representatives may require an audit of the books and records of the sales and expenses of the Concessionaire and all persons conducting business on or from the premises necessary to verify "Gross Sales". The report on the audit made by the Town's auditor will be final and binding upon the Concessionaire and the Town upon all questions relating to financial matters or compensation. Acceptance by the Town of any payments under this Contract is without prejudice to the Town's right to an audit of the books and records of the Concessionaire.

22. WORKPLACE SAFETY AND INSURANCE BOARD (ONTARIO)

Upon the execution of this Contract, the Concessionaire shall deliver to the Town, certificates of good standing from the Workplace Safety and Insurance Board of Ontario, with respect to all the employees of the Concessionaire and shall provide such additional certificates as often as is deemed necessary by the Town during the term, but in any event shall provide such a certificate at least annually on the anniversary date of the commencement of the term. The Concessionaire shall be responsible, at its expense, for the charges, assessments or other payments required to be paid to the WSIB with respect to the Concessionaire's employees. The Concessionaire shall pay to the Workplace Safety and Insurance Board of Ontario all assessments and levies owing to the Board in respect to this contract and any unpaid assessments or levies shall be the sole responsibility of the Concessionaire.

23. OCCUPATIONAL HEALTH AND SAFETY ACT

The Concessionaire shall be solely responsible for employee safety and for compliance with the Occupational Health and Safety Act and Regulations and the Concessionaire shall, at its sole cost and expense, ensure that all contractors, agents, servants and employees comply with the Act and Regulations and the Concessionaire shall indemnify the Town against any contravention thereof whatsoever.

24. TAXES

The Concessionaire shall be solely responsible for the payment of all taxes and necessary permits of any kind whatsoever including, but not limited to, income, sales, business, employer health and all other applicable taxes which may be assessed or levied against the Concessionaire or which may relate to the Concessionaire, its operations. The Concessionaire shall reimburse, indemnify and save harmless the Town of and from any liability for all such taxes.

25. UTILITIES

The Town shall provide all heat, electrical power, fuel, refrigeration, ventilation and air conditioning (where installed), and utility services reasonably required for the efficient provision of services under this contract.

26. GLASS OR CROCKERY

In the Arena Facilities the Concessionaire shall not use glass or crockery or bottles for the service of food, tea, coffee, milk or beverages, but shall use paper or plastic containers for this service.

27. CONCESSION SEATING AREA

During specified hours of operation, the concessionaire is responsible for cleaning and housekeeping of the concession seating area in the lobby of the Arena and shall keep all tables clean and remove used dishes and refuse there from.

28. ITEMS FOR SALE

For the purpose of providing Food Service, the Concessionaire agrees to offer commonly accepted fast food items, snacks and abide by the contractual requirements between the Town and Pepsi Cola Limited. The Town will provide at the cost to the concessionaire all the necessary products from Pepsi for resale. The sale of sunflower seeds and peanuts in the shell is not permitted.

29. PRICES TO BE DISPLAYED

Prices must be displayed in prominent places, in order that the patrons may be kept informed of such prices. Menus must be displayed at each of the concession areas in the facility.

30. ALCOHOL

The Concessionaire and its employees, agents and representatives, shall not offer for sale, sell, serve, store, consume or permit to be consumed, any liquor or alcohol products in the concession areas and Facilities. Such rights are reserved to the Town in the Facilities and the Concessionaire acknowledges that the Town may carry on liquor and alcohol sales as aforesaid. As well, the Town may permit any other groups, clubs, persons to sell liquor or alcohol products in its facilities as the Town in its absolute discretion deems advisable. The Concessionaire specifically acknowledges the Town's exclusive rights in this regard.

31. SECURITY

The Concessionaire shall be responsible for his/her own cash control and handling procedures, including insuring that cash is picked up on a daily basis.

32. INSURANCE

The Concessionaire shall provide and maintain during the term of the Contract Comprehensive General Liability insurance acceptable to the Corporation of the Town of Fort Frances and subject to limits of not less than \$2,000,000.00 inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof.

33. NO ASSIGNMENTS

Neither this Contract and the rights granted to the Concessionaire hereunder nor any part thereof are assignable by the Concessionaire without the prior written approval of the Town to such assignment, which approval may be withheld without reason by the Town.

34. MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

i) All of the records and documents of the Concessionaire referred to and cited in this Agreement where such records and documents have been created in order to comply with the terms, provisions, requirements and obligations of the Concessionaire as set out in this agreement are "records" of the Town as "records" are defined in the Municipal Freedom of Information and Protection of Privacy Act.

ii) The records and documents referred to in the paragraph above are, for the purposes of this Agreement, in the joint care and custody of the Concessionaire and of the Town; and

iii) The Concessionaire hereby agrees with the Town that the records and documents referred to in the first paragraph above will be managed and administered in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act.

35. NOTICE

To the Concessionaire by mailing the notice to:

Wasaw Enterprises

P.O. Box 352 320 Harry's Rd. Fort Frances, ON P9A 3M7 Attention: Ron Archie, CEO

To the Town by mailing the notice to:

The Corporation of the Town of Fort Frances

320 Portage Avenue Fort Frances, ON P9A 3M3 Attention: Lisa Slomke, Clerk

OR to such other address as each party may advise the other by notice in writing. Notice given in this manner shall be deemed to have been given and effective as of the fifth day following the date of mailing.

IN WITNESS WHEREOF the Town hereto has affixed its Corporate Seal and attested by its proper Officers duly authorized on their behalf and has hereunto set

SIGNED SEALED
AND DELIVERED

) THE CORPORATION OF THE TOWN
) OF FORT FRANCES

MAYOR:_____

CLERK: _____

Per:_____Printed:_____

Per:_____Printed:_____

Witness:_____Printed:_____

SCHEDULE "A" Town Owned Canteen Equipment

One Quest gas grill and oven combination One

Quest two basket deep fryer

One popcorn machine Four deep

freeze chests

Two Bunn coffee machines with glass pots

One Gaggia Espresso/ Cappuccino coffee machine One hot

chocolate dispenser

One microwave oven Two

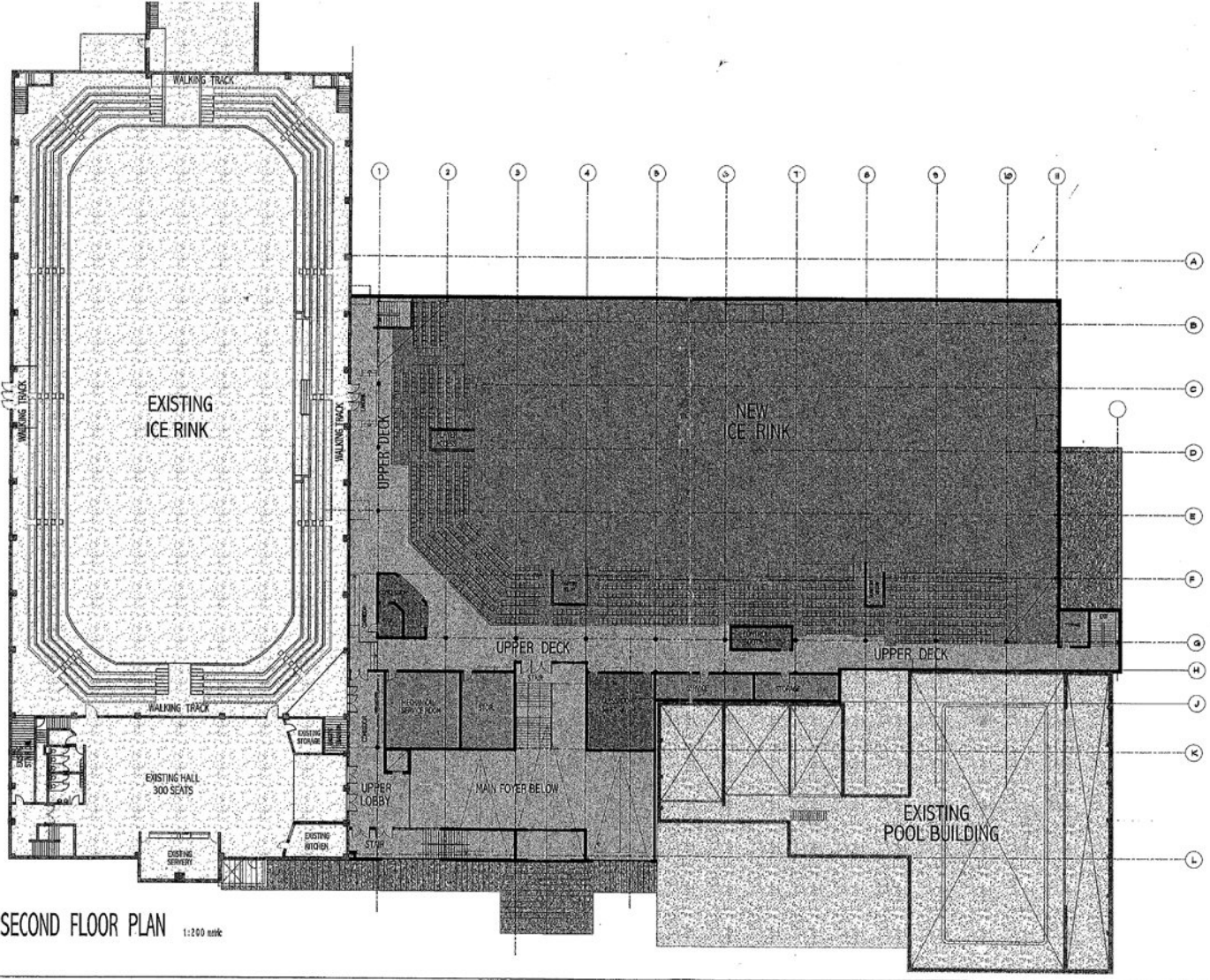
coffee percolators One kettle

Various pots, utensils, can opener, etc. Display

racks

2 Pepsi Display Coolers

SCHEDULE "B" Concession Areas – Two drawings attached

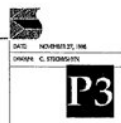


SECOND FLOOR PLAN 1:200 scale



INDOOR ICE FACILITY
FOR THE TOWN OF FORT FRANCES

KUCH STEPHENSON
ARCHITECTS
131 Court Street North, Thunder Bay, Ontario
P7A 4V1 ph: 807 345 5582 fax: 345 4091
email: dsp@kstephenson.com web: kstephenson.com
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P3

Date: July 4th, 2017

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

Re: Update on Activities in 2nd Quarter for By-Law Enforcement Department.

Please see the below information for the months January, February and March activities for this department.

April 2017

Shelter Statistics

Impounded Dogs	1
Impounded Cats	1
After Hours Visits	0
Total Shelter Visits for Month	9

Parking Statistics

Park in Excess of 2 Hours	9
Parking Prohibited	5

Tickets for Month	14
Police Issued	0
Final Total	14

Other Activities for Month

- OPP Stolen Bikes.
- Business License Application.
- Smoking Enforcement at Arena.
- JHSC Monthly Inspection.
- Business License Applications for New Business.

- PDEC Secretary Duties.
- P&D Staff Meeting.
- Calendar Parking Enforcement.
- Taxi Licensing & Inspections & Driver's Licenses.
- Notice of Impending Conviction Letters
- Conviction of Outstanding Parking Tickets.
- Fine Box Collection.
- Parking Meter Collection.
- Business License Questions Business Owners.
- Lost Cat call from a Resident.
- Moving Permits Issued.
- Lost Dog call from a Resident.
- Cat Complaint, Armit Avenue.
- Nugget Pawn Daily Activities.
- JHSC Policy Review at Staff Meetings.
- Garbage Complaint, Christie Avenue North.
- Sign Permits questions Resident.
- Sign Permits Issued.
- Asselin Transportation Garbage Collection Daily Issues.
- Fence Construction Info provided to Residents.
- Downtown Parking Enforcement.
- Kiss N Ride Parking Enforcement.
- Fire Lane Parking Enforcement.
- Shelter Activities.
- OPP Monthly Parking Stats Report.
- Portage Avenue Parking Lot Permits Issued/Renewed.
- Parking Meter Repairs.
- Illegal Water Consumption.
- Cats at Large – 1st St. E.
- Dog at Large – Thompson St.
- Fence By-Law Inquiries.

May 2017

Shelter Statistics

Impounded Dogs 2
 Impounded Cats 0
 After Hours Visits 2

Total Shelter Visits for Month 15

Parking Statistics

Park in Excess of 2 Hours 16

Calendar Parking 6
 Park Detached Trailer 3

Tickets for Month 25

Police Issued 1

Final Total 26

Other Activities for Month

- Parking Invoice Questions from RRDSSAB.
- OPP Monthly Parking Stats Report.
- Moving Permits Issued.
- Smoking Enforcement at Arena.
- Business License Complaints.
- New Business License Applications.
- Emergency Management Activities.
- Nugget Pawn Daily Activities.
- Asselin Transportation Garbage Collection Daily Issues.
- Downtown Parking Enforcement.
- Parking Ticket Inquiries from Residents.
- JHSC Monthly Inspections.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- Kiss N Ride Parking Enforcement.
- Fire Lane Parking Enforcement.
- PDEC Secretary Duties.
- Parking Complaints Detached Trailers.
- Stolen Bike's with OPP.
- Property Standards Complaint – Fifth St. W.
- Dog Barking Complaints.

- Garbage Complaint – Christie Ave. N.
- Found Dog – East End.
- Found Dog – West End.
- Garbage Burning Complaint – Elizabeth St. E.
- Portage Avenue Parking Lot Machine Repair.
- Taxi Licensing & Vehicle Inspections.
- Shelter Activities.
- Fine Box Collection.
- Parking Meter Repairs.
- Zoning Issue – Resolved.
- Property Standards Issues – Nelson St.
- Excess Dog Feces – Scott St Business.
- Property Standards – 6th St. W.
- Cat at Large – Victoria Ave. N.
- Property Standards – Crowe Ave.
- Fence By-Law Inquiries.

June 2017

Shelter Statistics

Impounded Dogs 1

Impounded Cats 6

After Hours Visits 12

Total Shelter Visits for Month 53

Parking Statistics

Tickets for Month 0

Police Issued 0

Final Total 0

Other Activities for Month

- Nugget Pawn Daily Inspections.
- PDEC Secretary Duties.
- Smoking Enforcement at Arena.
- 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 Enforcement.
- Fire Lane Parking Enforcement.
- JHSC Monthly Inspections.
- Emergency Management Plan Updating.
- New Business License Application.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- Dog Complaints – Crowe Ave.
- Dog Complaints – Church St.
- Dog Complaints – 1st St. E.
- Garbage Complaint – Christie Ave. N – Resolved.
- 2017 By-Law Capitol Project.
- Business License Complaints – Businesses No Licenses.
- Fundraising/Business Licensing Info Request – Charitable Organization.
- Multiple Taxi Driver License Application – New Drivers
- Asselin Transportation Garbage Collection Daily Issues.
- Recycle Program Questions.
- Portage Avenue Parking Lot – Parking Rental Requests.
- Parking Ticket Complaints.
- Cat Complaints – Armit Ave & Sixth St. E.
- Issue with Illegally Parked Trailer at Point Park – Resolved.
- School Bus Loading Zone Complaints – Iron Range Bus.
- Handicap Parking Complaint at Arena.
- OSPCA Animal Issue – By-Law Assist.
- Property Standards Issue – Third St. E.
- Pool Fence By-Law Update.

- Daniel Avenue Complaints – Home Business/Noise Violations.
- OPP Dog Attack.
- Fire Pit Issue – Portage Ave. N.
- Dog at Large – King’s Hwy.
- Property Standards Issue – Crowe Ave.
- Property Standards Issue – Front St.
- OPP/By-Law Heavy Truck Issue.
- Business Operating with No Business License.
- Welcome to Fort Frances Sign Removal.
- Vehicle Parking in Laneway Complaint.
- Property Standards Issue – Third St. E.
- Detached Boat – 4th St. E.
- Cat at Large – Armit Ave.
- Dog Barking Complaint – Lakeview Trailer Court.
- Cat Found – 1st St. E.
- Noise By-Law Questions answered for resident.
- Property Standards Issue – Scott St.
- Repaired Parking Meters.
- Appreciation Dinner Assist Clerk’s Office.
- OPP/By-Law/Public Works – Point Park Issues.
- Removal of Border Bob’s Signs from Utility Poles at Border.
- Illegal Private Parking Stall in Laneway by Market Square – Removed.
- Garbage dumped on 8th St. E.
- Garbage Dumping at Recycle Depot.
- Fence By-Law Inquiries.

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



FIRE & RESCUE SERVICE

JUNE 2017 REPORT

FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Total Hours: Incidents and Training	Training Sessions:	Public Ed & Prevention; Public Events:	Fire Safety Standards Enforcement Inspections:	Fire Drills	EMS Calls:	Fire Calls:	Fire Loss in Dollars:
57.9 hours	7	1	22	1	22	3	\$0
Alarm Calls:	MVC Calls:	Ice / Water Calls:	(CO) Carbon Monoxide & Hazmat Calls:	High Angle Rescue / CS Calls:	Mutual Aid Calls:	Other Calls:	Critical Incident Stress Debriefs:
4	0	0	3	0	0	1	0

THE FORT FRANCES FIRE & RESCUE SERVICE RESPONDED TO 33 EMERGENCY RESPONSE CALLS FOR SERVICE DURING JUNE 2017.

Total Hours: A total of **13.9 Hours** were spent on responding to emergency incidents. There were **two (2-hour Fire Practices)** for a total of **4 hours**, as well as three members of our team attended a **40-hour (Five Day) Fire Inspector 1 Course** from June 14th to June 18th, which was hosted by our Fire & Rescue Service, and delivered by members of the OFMEM (Ontario Fire Marshal and Emergency Management). This is one of the **6 (Six) courses** needed to obtain **NFPA 1031 FIRE INSPECTOR 1 certification**. I have been talking with the instructors of the OFMEM regarding their availability and future courses; this fall will be the next opportunity for us to continue onward with our education. Once we complete **NFPA 1031 FIRE INSPECTOR 1** ... there is **NFPA 1031 FIRE INSPECTOR 2**, which consists of **3 (Three) courses**, and then **NFPA 1031 FIRE INSPECTOR 3**, which consists of **1 (One) course**.

Time of Day: During this month **64%** of our calls for service occurred on the Day Shift between 07:00 & 19:00 and **36%** of our calls for service occurred during the Night Shift between 19:00 & 07:00.

Public Fire Safety Education / Public Events / Fire Drills: Children from Robert Moore School ages 5-9 came to our fire hall for a tour, and took part in some fire safety education with members of our team. As well, our team members assisted Canada Border Services Agency with their Fire Drill.

Fire Prevention Inspections / Re-inspections: **22 (Twenty-Two) inspections / re-inspections** were completed, which is a large increase! In **2016**, only **85 inspections** were completed; for the month of **June we completed 26% of our 2016 total!**

Emergency Medicals Service (EMS) Response Calls: There were **22 (Twenty-Two)** Emergency Medical Service (EMS) requests, which accounted for **67%** of our calls, with **55%** of them occurring on the Day Shift between 07:00 & 19:00 and **45%** of them occurring during the Night Shift between 19:00 & 07:00. As well, these EMS calls accounted for a total of **8.5 hours**. Note: **4 (four) or 18%** of our EMS calls were "FIRST RESPONSE CALLS."

Fire Response Calls: There were **2 (Two) Fire Response Calls**; 1 (One) of the fires was a pile of brush, which was started by unknown people. Another outdoor fire, which was over the size permitted by our By-Law was reported; some education of the home owner was given.

Pre- Fire Response Calls / Alarm Calls: There was **1 (One) Pre-Fire Response Call**, which involved a heated bearing on a motor at the Safeway Store. As well, there were **4 (Four) False Alarm Calls**.

Carbon Monoxide (CO) & Hazardous Material (Hazmat) Response Calls: There were **2 (Two) CO Calls** this month; one was a false alarm, and another was an **actual Carbon Monoxide (CO) Response Emergency**. As well, there was one small spill of a petroleum product, which our Team Members responded to.

Other Calls: Our service responded to a collapsed car-port at a residence after the high winds came through town on June 13th.

ONTARIO FIRE MARSHAL and EMERGENCY MANAGEMENT REVIEW: Nine members of the OFMEM (Ontario Fire Marshal and Emergency Management) came on June 26 to June 28 for a review of our Fire & Rescue Service. They continued on with the review process from Thunder Bay on two other days. Results of the review will be available in the fall.

TOWN OF FORT FRANCES
Capital Financial Statements
For the Seven Months Ending Monday, July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
MARKET SQUARE DEVELOPMENT				
Federal Grant	(\$108,465.21)	(\$455,400.00)	(\$346,934.79)	23.82%
Provincial Grant	-	(708,811.00)	(708,811.00)	0.00%
Contribution from Others	(16,361.73)	(100,000.00)	(83,638.27)	16.36%
Contribution From Reserves	-	(273,425.00)	(273,425.00)	0.00%
Market Square Development (2016 Carryover)	209,639.51	1,537,636.00	1,327,996.49	13.63%
Total Market Square Development	<u>84,812.57</u>	<u>-</u>	<u>(84,812.57)</u>	<u>0.00%</u>
ADMINISTRATION				
Contribution from Others	-	(22,330.00)	(22,330.00)	0.00%
Contribution From Reserves	-	(93,170.00)	(93,170.00)	0.00%
Fibre Optic to Town Facilities	-	10,000.00	10,000.00	0.00%
Mag Locks & Access Control - Main Entry	-	10,000.00	10,000.00	0.00%
Main Entrances Remove and Replace Floor Tiles	58.40	53,500.00	53,441.60	0.11%
Replace Front Walkway/Sidewalk	63,019.44	42,000.00	(21,019.44)	150.05%
Contribution From Reserves	-	(68,000.00)	(68,000.00)	0.00%
Folding/Inserter Machine Replacement (approx. 100,000/yr.)	-	18,000.00	18,000.00	0.00%
Computer Upgrades/Server/Switches	40,669.97	35,000.00	(5,669.97)	116.20%
Financial Software Additions	-	15,000.00	15,000.00	0.00%
Total Administration	<u>103,747.81</u>	<u>-</u>	<u>(103,747.81)</u>	<u>0.00%</u>
EMERGENCY SERVICES				
Contribution From Reserves	-	(50,390.00)	(50,390.00)	0.00%
SCBA & Air Cylinders	-	3,900.00	3,900.00	0.00%
GIS Capital Upgrade	505.17	1,020.00	514.83	49.53%
Fire Truck Replacement (2016 Carryover)	36,639.40	36,470.00	(169.40)	100.46%
Fire Hose Replacement/Portable Air Monitor	-	9,000.00	9,000.00	0.00%
Contribution From Reserves	-	(5,830.00)	(5,830.00)	0.00%
Mobile Speed Sign	4,898.32	5,830.00	931.68	84.02%
Total Emergency Services	<u>42,042.89</u>	<u>-</u>	<u>(42,042.89)</u>	<u>0.00%</u>

TOWN OF FORT FRANCES
Capital Financial Statements
For the Seven Months Ending Monday, July 31, 2017

	Actual	Budget	Variance	% Variance
PLANNING & DEVELOPMENT				
By-Law				
Contribution From Reserves	-	(6,500.00)	(6,500.00)	0.00%
Ticket Device for Issuing Parking Tickets	-	6,500.00	6,500.00	0.00%
Total By-Law	-	-	-	0.00%
Building/Planning				
Contribution From Reserves	-	(1,530.00)	(1,530.00)	0.00%
GIS Capital	757.76	1,530.00	772.24	49.53%
Total Building/Planning	757.76	-	(757.76)	0.00%
Total Planning & Development	757.76	-	(757.76)	0.00%
PUBLIC WORKS				
Transporation				
Provincial Grant	-	(911,974.00)	(911,974.00)	0.00%
Contribution from Others	-	(15,550.00)	(15,550.00)	0.00%
Contribution From Reserves	-	(262,437.00)	(262,437.00)	0.00%
Frog Creek Road - Surface Treatment Application	-	44,750.00	44,750.00	0.00%
Phair Ave. Reconstruction from 3rd to 5th	825.79	-	(825.79)	0.00%
Nelson Street Reconstruction from Mosher Ave west to mid block	29,563.78	216,063.00	186,499.22	13.68%
Second Street E. Reconstruction between Mowat Ave & Portage Ave	31,049.48	898,048.00	866,998.52	3.46%
Oakwood Road - Surface Treatment Application	-	31,100.00	31,100.00	0.00%
Federal Grant	-	(155,250.00)	(155,250.00)	0.00%
Contribution From Reserves	-	(62,400.00)	(62,400.00)	0.00%
Public Works Small Equipment	627.33	8,000.00	7,372.67	7.84%
Asset Management Plan	80,168.13	155,250.00	75,081.87	51.64%
Stores / Coffee Room Renovations	58.39	40,000.00	39,941.61	0.15%
Public Works Landscaping & Drainage Repairs	6,952.83	14,400.00	7,447.17	48.28%
Federal Grant	-	(46,231.00)	(46,231.00)	0.00%
Provincial Grant	(15,633.60)	(431,715.00)	(416,081.40)	3.62%
Contribution From Reserves	-	(1,737.00)	(1,737.00)	0.00%
Colonization Rd East from Scott to North of 5th St	1,633.94	462,311.00	460,677.06	0.35%

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TOWN OF FORT FRANCES
Capital Financial Statements
For the Seven Months Ending Monday, July 31, 2017

	Actual	Budget	Variance	% Variance
Mill Road Overpass Reconstruction	17,371.17	17,372.00	0.83	100.00%
Federal Grant	-	(281,026.00)	(281,026.00)	0.00%
Provincial Grant	-	(69,644.00)	(69,644.00)	0.00%
Contribution from Others	-	(15,000.00)	(15,000.00)	0.00%
Contribution From Reserves	-	(110,750.00)	(110,750.00)	0.00%
Phair Ave. Reconstruction from 3rd to 5th- Sidewalk	115.25	-	(115.25)	0.00%
Nelson Street - Butler Ave. to Shevlin Ave.- Sidewalk	-	-	-	0.00%
Nelson Street Reconstruction from Mosher Ave West to mid block	-	22,811.00	22,811.00	0.00%
Second Street E. Reconstruction between Mowat Ave & Portage Ave	-	92,859.00	92,859.00	0.00%
Kings Hwy/McIrvine Sidewalk	-	30,000.00	30,000.00	0.00%
Interlocking Bricks 200 Blocks of Scott Street (North & South sides)	20,828.88	330,750.00	309,921.12	6.30%
Contribution From Reserves	-	(116,800.00)	(116,800.00)	0.00%
Lg Equipment Bobcat with Track & Attachments	117,045.37	116,800.00	(245.37)	100.21%
Contribution From Reserves	-	(15,000.00)	(15,000.00)	0.00%
10 - Waterfront Walkway Poles	13,624.55	15,000.00	1,375.45	90.83%
Contribution From Reserves	-	(1,530.00)	(1,530.00)	0.00%
Engineering GIS Capital Upgrade	757.76	1,530.00	772.24	49.53%
Total Transportation	<u>304,989.05</u>	<u>-</u>	<u>(304,989.05)</u>	<u>0.00%</u>
Airport				
Contribution From Reserves	-	(25,000.00)	(25,000.00)	0.00%
Sanitary Holding Tank installation	17,964.04	25,000.00	7,035.96	71.86%
Total Airport	<u>17,964.04</u>	<u>-</u>	<u>(17,964.04)</u>	<u>0.00%</u>
Parks				
Trade-In Value	-	(11,000.00)	(11,000.00)	0.00%
Cemetery Trust Donations	-	(11,000.00)	(11,000.00)	0.00%
Contribution From Reserves	-	(58,500.00)	(58,500.00)	0.00%
Small Equipment Replacement (Mowers & whipper snippers)	-	5,500.00	5,500.00	0.00%
Replace 1988 V406 - 3/4 ton 2WD Crew Cab Truck with 6'6" Box	30,888.06	42,000.00	11,111.94	73.54%
X730 Law Tractor c/w 60" mower deck (Trade in old X720 Tractor)	20,755.99	33,000.00	12,244.01	62.90%
Total Parks	<u>51,644.05</u>	<u>-</u>	<u>(51,644.05)</u>	<u>0.00%</u>

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TOWN OF FORT FRANCES
Capital Financial Statements
For the Seven Months Ending Monday, July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
Landfill				
Contribution From Reserves	-	(75,000.00)	(75,000.00)	0.00%
Landfill Site Expansion - 2017 RFP and 1st Phase Design activities	-	75,000.00	75,000.00	0.00%
Total Landfill	-	-	-	0.00%
Total Public Works	374,597.14	-	(374,597.14)	0.00%
 LIONS MILLENIUM PARK				
Donations	(1,600.00)	-	1,600.00	0.00%
Contracted Works	1,421.84	-	(1,421.84)	0.00%
Total Lions Millenium Park	(178.16)	-	178.16	0.00%
 COMMUNITY SERVICES				
Day Care				
Contribution From Reserves	-	(77,200.00)	(77,200.00)	0.00%
Roof Replacement	58.39	42,200.00	42,141.61	0.14%
Vehicle Replacement -AWD (2016 Carryover)	29,586.13	35,000.00	5,413.87	84.53%
Total Day Care	29,644.52	-	(29,644.52)	0.00%
 MSC/Recreation				
Contribution From Reserves	-	(8,000.00)	(8,000.00)	0.00%
Sunny Cove Upgrades (5-year Plan)	57.97	8,000.00	7,942.03	0.72%
Contribution From Reserves	-	(10,000.00)	(10,000.00)	0.00%
Fitness Equipment (annual)	-	10,000.00	10,000.00	0.00%
Contributions from Others	(3,000.00)	-	3,000.00	0.00%
Contribution From Reserves	-	(166,345.00)	(166,345.00)	0.00%
Small Capital Purchases	66.52	-	(66.52)	0.00%
Olympia Edger	7,841.00	5,245.00	(2,596.00)	149.49%
Ladies Sauna	6,668.34	7,800.00	1,131.66	85.49%
52 Canadian Rink North Dehumidifier (Carryover)	17,500.00	23,000.00	5,500.00	76.09%
IFK Compressor Rebuild	16,414.61	40,000.00	23,585.39	41.04%

TOWN OF FORT FRANCES
Capital Financial Statements
For the Seven Months Ending Monday, July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
52 Canadian Brine Pump Filter (Maintenance)	6,577.60	8,000.00	1,422.40	82.22%
52 Canadian Compressor Overhaul	9,343.45	65,000.00	55,656.55	14.37%
Auditorium Flooring	57.38	17,300.00	17,242.62	0.33%
Total MSC/Recreation	<u>61,526.87</u>	<u>-</u>	<u>(61,526.87)</u>	<u>0.00%</u>
HANDI-VAN				
Federal Grant	-	(23,775.00)	(23,775.00)	0.00%
Provincial Grant	-	(23,776.00)	(23,776.00)	0.00%
Contribution From Reserves	-	(131,067.00)	(131,067.00)	0.00%
Handivan Bus (2016 Carry Over)	<u>-</u>	<u>178,618.00</u>	<u>178,618.00</u>	<u>0.00%</u>
Total Handi-Van	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
MULTI-USE TENNIS COURTS				
Provincial Grant	-	(15,000.00)	(15,000.00)	0.00%
Contribution from Others	-	(53,785.00)	(53,785.00)	0.00%
Contribution From Reserves	-	(60,770.00)	(60,770.00)	0.00%
Tennis Courts (Carryover)	<u>125.37</u>	<u>129,555.00</u>	<u>129,429.63</u>	<u>0.10%</u>
Total Multi-Use Tennis Courts	<u>125.37</u>	<u>-</u>	<u>(125.37)</u>	<u>0.00%</u>
LIBRARY				
Contribution From Reserves	-	(35,000.00)	(35,000.00)	0.00%
Maker Space Equipment	-	10,000.00	10,000.00	0.00%
Computer Upgrades	296.60	20,000.00	19,703.40	1.48%
New Library- Capital	-	-	-	0.00%
Surveillance Upgrade	<u>2,497.19</u>	<u>5,000.00</u>	<u>2,502.81</u>	<u>49.94%</u>
Total Library	<u>2,793.79</u>	<u>-</u>	<u>(2,793.79)</u>	<u>0.00%</u>

TOWN OF FORT FRANCES
Capital Financial Statements
For the Seven Months Ending Monday, July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
MUSEUM				
Federal Grant	(69,300.00)	(77,000.00)	(7,700.00)	90.00%
Provincial Grant	-	(77,000.00)	(77,000.00)	0.00%
Roof Replacement, Accessible Washroom, Front Entrance Ramp	583.95	154,000.00	153,416.05	0.38%
Total Museum	<u>(68,716.05)</u>	<u>-</u>	<u>68,716.05</u>	<u>0.00%</u>
Total Community Services	<u>25,374.50</u>	<u>-</u>	<u>(25,374.50)</u>	<u>0.00%</u>
SANITARY SEWER				
Provincial Grant	-	(200,912.00)	(200,912.00)	0.00%
Contributions from Revenue Fund	-	(352,477.00)	(352,477.00)	0.00%
Sanitary Sewer Tools & Equipment	4,829.42	12,000.00	7,170.58	40.25%
GIS Capital Upgrades	757.76	1,530.00	772.24	49.53%
Refurbish Manholes	-	50,000.00	50,000.00	0.00%
Design for Infrastructure Renewal Project for 2018 Construction Work	36,477.78	37,500.00	1,022.22	97.27%
Phair Ave. Reconstruction from 3rd to 5th	557.55	-	(557.55)	0.00%
Nelson Street Reconstruction from Mosher Ave west to mid block	12,757.94	184,476.00	171,718.06	6.92%
Second Street E. Reconstruction from Mowat Ave & Portage Ave	12,356.66	267,883.00	255,526.34	4.61%
Colonization Rd. E. Reconstruction from Scott St. to WTP	19.36	-	(19.36)	0.00%
Total Sanitary Sewer	<u>67,756.47</u>	<u>-</u>	<u>(67,756.47)</u>	<u>0.00%</u>
SEWAGE TREATMENT PLANT				
Provincial Grant	(55,418.71)	(83,166.00)	(27,747.29)	66.64%
Contribution From Reserves	-	(103,102.00)	(103,102.00)	0.00%
Contributions from Revenue Fund	-	(384,138.00)	(384,138.00)	0.00%
Misc. Capital Upgrades	32,035.56	120,000.00	87,964.44	26.70%
Honeywell Improvements at STP including Street lighting	-	50,406.00	50,406.00	0.00%
Sludge Watering Upgrades	88,394.56	400,000.00	311,605.44	22.10%
Total Sewage Treatment Plant	<u>65,011.41</u>	<u>-</u>	<u>(65,011.41)</u>	<u>0.00%</u>

TOWN OF FORT FRANCES
Capital Financial Statements
For the Seven Months Ending Monday, July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
WATER TREATMENT PLANT				
Contributions from Revenue Fund	-	(60,000.00)	(60,000.00)	0.00%
Misc. Small Capital Equipment	10,626.61	60,000.00	49,373.39	17.71%
Total Water Treatment Plant	<u>10,626.61</u>	<u>-</u>	<u>(10,626.61)</u>	<u>0.00%</u>
WATERWORKS ADMINISTRATION				
Provincial Grant	(143,976.29)	(181,132.00)	(37,155.71)	79.49%
Contributions from Revenue Fund	-	(982,156.00)	(982,156.00)	0.00%
Miscellaneous Tools/Equipment	4,659.48	12,000.00	7,340.52	38.83%
Replace 1995 Large Wheeled Hyundai Excavator	-	400,000.00	400,000.00	0.00%
GIS Capital Upgrades	1,515.49	3,055.00	1,539.51	49.61%
Replacing Main Line Water Valves/Hydrants (to be included in Nelson St Tender)	44,964.92	100,000.00	55,035.08	44.96%
Design for Infrastructure Renewal 2018 Construction Work	36,477.76	37,500.00	1,022.24	97.27%
Phair Ave. Reconstruction from 3rd to 5th	585.95	-	(585.95)	0.00%
Nelson Street Reconstruction from Mosher Ave west to mid block	8,927.31	137,917.00	128,989.69	6.47%
Second Street E. Reconstruction between Mowat Ave & Portage Ave	8,871.90	241,509.00	232,637.10	3.67%
Colonization Rd. E. Reconstruction from Scott St. to WTP	141.24	-	(141.24)	0.00%
Mill Road Overpass Reconstruction	-	231,307.00	231,307.00	0.00%
Total Waterworks Administration	<u>(37,832.24)</u>	<u>-</u>	<u>37,832.24</u>	<u>0.00%</u>
Total Capital	<u>736,716.76</u>	<u>-</u>	<u>(736,716.76)</u>	<u>0.00%</u>

TOWN OF FORT FRANCES
General Fund (Operating) Summary
For the Seven Months Ending Monday, July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
CORPORATE				
Municipal Tax Levy	(\$10,595,331.05)	(\$10,595,333.00)	(\$1.95)	100.00%
Education Tax Levy	(1,593,140.30)	(1,599,847.00)	(6,706.70)	99.58%
Supp/Omit Municipal Tax Levy	(22,781.95)	-	22,781.95	0.00%
Supp/Omit Education Tax Levy	(2,947.21)	-	2,947.21	0.00%
W/O Municipal	16,798.15	226,140.00	209,341.85	7.43%
W/O Education	78,284.84	21,007.00	(57,277.84)	372.66%
OMPF	(2,329,875.00)	(3,106,500.00)	(776,625.00)	75.00%
Payments-in-Lieu	(101,381.05)	(789,904.00)	(688,522.95)	12.83%
Sale of Land	(122,950.00)	-	122,950.00	0.00%
Mayor & Council	303,724.78	719,600.00	415,875.22	42.21%
Contribution to Reserves & Reserve Funds	-	1,375,000.00	1,375,000.00	0.00%
Long Term Debt	316,520.29	633,228.00	316,707.71	49.99%
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	1,114,096.16	1,991,502.00	877,405.84	55.94%
Northwestern Health Unit	245,875.60	368,814.00	122,938.40	66.67%
Economic Development	82,425.44	167,768.00	85,342.56	49.13%
Travel Information Centre	10,246.89	19,000.00	8,753.11	53.93%
Solar Panel Project	(6,344.70)	(25,625.00)	(19,280.30)	24.76%
English Public School Board	663,136.90	1,308,908.00	645,771.10	50.66%
English Separate School Board	134,702.73	265,764.00	131,061.27	50.69%
French Public School Board	661.01	1,322.00	660.99	50.00%
French Separate School Board	1,423.29	2,846.00	1,422.71	50.01%
Total Corporate	<u>(11,738,855.18)</u>	<u>(8,941,310.00)</u>	<u>2,797,545.18</u>	<u>131.29%</u>
ADMINISTRATION AND FINANCE				
Other Unassigned Revenue	(137,250.73)	(319,195.00)	(181,944.27)	43.00%
Administration	209,933.43	382,295.00	172,361.57	54.91%
Admin Vehicle	4,164.66	3,330.00	(834.66)	125.06%
Municipal Buildings	6,712.16	11,830.00	5,117.84	56.74%
HR Department	37,311.86	58,500.00	21,188.14	63.78%
Clerk	148,595.49	198,660.00	50,064.51	74.80%
Treasury	297,337.28	397,297.00	99,959.72	74.84%
FFPC Administration	79,598.75	108,000.00	28,401.25	73.70%
Total Administration and Finance	<u>646,402.90</u>	<u>840,717.00</u>	<u>194,314.10</u>	<u>76.89%</u>
EMERGENCY SERVICES				
Emergency Services	529,425.27	963,438.00	434,012.73	54.95%
Emergency Measures	3,663.04	14,107.00	10,443.96	25.97%
911 Service	11,454.58	11,800.00	345.42	97.07%
Police Revenue	(16,671.66)	(24,000.00)	(7,328.34)	69.47%
Police Services Board	9,303.26	17,670.00	8,366.74	52.65%
Police Administration	1,044,534.10	2,030,005.00	985,470.90	51.45%
Total Emergency Services	<u>1,581,708.59</u>	<u>3,013,020.00</u>	<u>1,431,311.41</u>	<u>52.50%</u>
COMMUNITY SERVICES				
Sister Kennedy Centre	15,371.35	43,053.00	27,681.65	35.70%
Fort Frances Children's Complex	44,675.32	51,358.00	6,682.68	86.99%
Best Start Hub	(29,052.52)	-	29,052.52	0.00%
Day Care Resource Teachers	(19,220.32)	-	19,220.32	0.00%
Handi-Transit System	8,907.87	103,377.00	94,469.13	8.62%
Townshend Theatre	(8,580.98)	-	8,580.98	0.00%
Recreation Facilities	438,272.45	602,187.00	163,914.55	72.78%
Recreation Programs	(43,854.25)	138,656.00	182,510.25	(31.63%)
Community Services	84,291.63	133,742.00	49,450.37	63.03%
Sunny Cove Camp	(7,843.30)	23,705.00	31,548.30	(33.09%)

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TOWN OF FORT FRANCES
General Fund (Operating) Summary
For the Seven Months Ending Monday, July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
Fort Frances Public Library	295,888.24	480,749.00	184,860.76	61.55%
Museum	94,042.86	144,027.00	49,984.14	65.30%
Waterfront Development/Marina	(10,171.96)	38,056.00	48,227.96	(26.73%)
Total Community Services	<u>862,726.39</u>	<u>1,758,910.00</u>	<u>896,183.61</u>	<u>49.05%</u>

OPERATIONS AND FACILITIES

PW Administration	(45,018.88)	(198,059.00)	(153,040.12)	22.73%
PW Buildings & Yards	78,866.33	119,380.00	40,513.67	66.06%
Municipal Roads	705,321.26	1,382,899.00	677,577.74	51.00%
Public Parking Lots	3,020.84	16,994.00	13,973.16	17.78%
Sidewalks	37,646.15	101,671.00	64,024.85	37.03%
Private Works Charges	9,570.65	47,060.00	37,489.35	20.34%
Private Crossing Charges	16,137.80	16,678.00	540.20	96.76%
PW Vehicles	105,570.76	230,462.00	124,891.24	45.81%
PW Equipment	97,621.27	264,141.00	166,519.73	36.96%
PW Stores	43,219.61	72,336.00	29,116.39	59.75%
Traffic Signal Maintenance	4,257.93	8,735.00	4,477.07	48.75%
Streetlight Maintenance	44,211.31	75,496.00	31,284.69	58.56%
Garbage Collection	(117,213.17)	(208,376.00)	(91,162.83)	56.25%
Recycling Services	65,704.79	213,649.00	147,944.21	30.75%
Sanitary Landfill	(107,647.91)	(5,273.00)	102,374.91	2041.49%
Engineering	21,790.22	33,795.00	12,004.78	64.48%
Airport	(8,116.65)	(28,880.00)	(20,763.35)	28.10%
Airport Building Maintenance	25,694.79	46,625.00	20,930.21	55.11%
Airport Grounds Maintenance	20,586.41	63,704.00	43,117.59	32.32%
Parks & Cemeteries Maintenance	99,371.89	163,466.00	64,094.11	60.79%
Fort Frances Cemetery	82,757.76	78,580.00	(4,177.76)	105.32%
Riverview Cemetery	92,048.15	186,636.00	94,587.85	49.32%
Point Park	(8,479.81)	30,111.00	38,590.81	(28.16%)
Parks - Outdoor Facilities	138,937.13	266,840.00	127,902.87	52.07%
Lions Millennium Park	5,494.99	9,634.00	4,139.01	57.04%
Total Operations and Facilities	<u>1,411,353.62</u>	<u>2,988,304.00</u>	<u>1,576,950.38</u>	<u>47.23%</u>

PLANNING AND DEVELOPMENT

Civic Centre	38,580.62	114,718.00	76,137.38	33.63%
By-Law Enforcement	93,914.21	146,640.00	52,725.79	64.04%
Animal Shelter	2,750.90	9,105.00	6,354.10	30.21%
Building Official	6,990.31	21,776.00	14,785.69	32.10%
Planning & Zoning	4,331.13	48,120.00	43,788.87	9.00%
Total Planning and Development	<u>146,567.17</u>	<u>340,359.00</u>	<u>193,791.83</u>	<u>43.06%</u>

Sub-Total General Fund (Operating)	<u>(7,090,096.51)</u>	<u>-</u>	<u>7,090,096.51</u>	<u>0.00%</u>
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TOTAL BUDGET- Revenue	(17,889,264.85)	(21,739,787.00)	(3,850,522.15)	82.29%
TOTAL BUDGET- Expenditures	<u>10,799,168.34</u>	<u>21,739,787.00</u>	<u>10,940,618.66</u>	<u>49.67%</u>
	<u>(7,090,096.51)</u>	<u>-</u>	<u>7,090,096.51</u>	<u>0.00%</u>

TOWN OF FORT FRANCES
Water and Sewer Fund (Operating) Summary
For the Seven Months Ending Monday, July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
Water and Sewer Fund				
WATER				
Waterworks Administration	(\$911,468.55)	(\$680,548.00)	\$230,920.55	133.93%
Water Treatment Plant	346,504.27	556,442.00	209,937.73	62.27%
Water Storage Facility	15,776.34	124,106.00	108,329.66	12.71%
	<u>(549,187.94)</u>		<u>549,187.94</u>	<u>0.00%</u>
SEWER				
Sanitary Sewer Administration	(911,079.75)	(756,652.00)	154,427.75	120.41%
Sewage Treatment Plant	306,512.73	756,652.00	450,139.27	40.51%
	<u>(604,567.02)</u>		<u>604,567.02</u>	<u>0.00%</u>

**2017 Capital Budget vs Actual Financial Statement
as at June 30, 2017**

	Account Number	TOTAL BUDGET	Actual To Date June 30, 2017	Current Year Variance	COMMENTS
GENERAL GOVERNMENT					
Fibre Optic to Town Facilities	20-020-0253-9125-71523	10,000.00		10,000.00	Need more info from Tbaytel before we know what hardware we require
Folding/Inserter Machine Replacement (approx. 100,000/yr.)	20-020-0265-9107-71471	18,000.00		18,000.00	On Order with Xerox - July Delivery
Computer Upgrades/Server/Switches	20-020-0265-9109-71471	35,000.00	40,669.97	-5,669.97	Backup server and tape library , domain controller, environmental monitor for server room, KVM for servers, windows server licenses, veeam license, UPS
Financial Software Additions	20-020-0265-9109-71503	15,000.00	0.00	15,000.00	Network Management Card, Power Distribution Units for Server Rack
TOTAL GENERAL GOVERNMENT		78,000.00	40,669.97	37,330.03	
PROTECTION					
Fire					
SCBA & Air Cylinders	20-040-0410-9122-75363	3,900.00		3,900.00	
GIS Capital Upgrade	20-040-0410-9123-71471	1,020.00	505.17	514.83	Fire Department portion ledger enter.
Fire Truck Replacement (2016 Carryover)	20-040-0410-9133-71471	36,470.00	36,639.40	-169.40	Completed
Fire Hose Replacement	20-040-0410-9239-71431	3,000.00		3,000.00	All Fire Hose aquired.
Portable Air Monitor	20-040-0410-9239-71431	6,000.00		6,000.00	
		50,390.00	37,144.57	13,245.43	
Police Services Board					
1 - Mobile Speed Sign	20-040-0422-9278-71471	5,830.00	0.00	5,830.00	Sign should be received by July 21, 2017
TOTAL PROTECTION		56,220.00	37,144.57	19,075.43	
TRANSPORTATION					
Public Works Buildings/General Misc.					
Public Works Small Equipment	20-060-0614-9105-71471	8,000.00	540.84	7,459.16	On Going
Asset Management Plan	20-060-0614-9115-71523	155,250.00	66,913.89	88,336.11	On Going - AMP Coordinator started July 17/17
Stores / Coffee Room Renovations	20-060-0614-9127-71471	40,000.00	58.39	39,941.61	On Going - Stores work approx 75% complete
Public Works Landscaping & Drainage Repairs	20-060-0614-9129-71471	14,400.00	58.39	14,341.61	On Going - PW landscaping approx 75% complete
Engineering GIS Capital Upgrade	20-060-0624-9123-71471	1,530.00	757.76	772.24	On Going
		219,180.00	68,329.27	150,850.73	
Large Equipment & Vehicles					
Replace 1989 Bobcat with Track c/w Bucket (Carryover)	20-060-0619-9298-71471	90,500.00	90,388.32	111.68	Complete
Attachments for Track Bobcat Landscaping Rake & Stump Grinder	20-060-0619-9298-71471	26,300.00	26,657.05	-357.05	Complete
		116,800.00	117,045.37	-245.37	
Roads / Storm Sewers					
Frog Creek Road - Surface Treatment Application	20-060-0611-9268-71523	44,750.00		44,750.00	Tender awarded to MSO July 10/17
Nelson Street Reconstruction from Mosher Ave west to mid block	20-060-0611-9274-71523	216,063.00	1,610.42	214,452.58	On Going
Second Street E. Reconstruction between Mowat Ave & Portage Ave	20-060-0611-9275-71523	898,048.00	1,934.01	896,113.99	On Going
Oakwood Road - Surface Treatment Application	20-060-0611-9283-71523	31,100.00		31,100.00	Tender awarded to MSO July 10/17
Phair Ave 3rd to 5th Contracted Works	20-060-0611-9271-71523	0.00		0.00	
Connecting Link					

	Account Number	TOTAL BUDGET	Actual To Date June 30, 2017	Current Year Variance	COMMENTS
Colonization Rd E - Scott Street to WTP Contracted Works	20-060-0616-9277-71523	462,311.00	1,633.94	460,677.06	Work substantially complete - Deficiency clean up remains
Mill Road Overpass Design (2016 Hatch carryover)	20-060-0616-9303-71523	17,372.00	17,371.17	0.83	Completed
		1,669,644.00	22,549.54	1,647,094.46	
Sidewalks					
Phair Ave 3rd to 5th Contracted Works	20-060-0617-9271-71523	0.00	115.25	-115.25	Deficiency on going
Nelson Street - Butler to Shevlin Sidewalk	20-060-0617-9272-71523	0.00	803.90	-803.90	Completed
Nelson Street Reconstruction from Mosher Ave west to mid block	20-060-0617-9274-71523	22,811.00		22,811.00	On Going
Second Street E. Reconstruction between Mowat Ave & Portage Ave	20-060-0617-9275-71523	92,859.00		92,859.00	On Going
Kings Hwy/McIrvine Sidewalk	20-060-0617-9276-71523	30,000.00		30,000.00	No update from FFHS
Scott Street Interlocking Bricks 200 Blocks (North & South sides)	20-060-0617-9299-71523	330,750.00	17,935.20	312,814.80	On Going with completion slated for early August
		476,420.00	18,854.35	457,565.65	
Streetlight Pole Replacement & Traffic Lighting					
10 - Waterfront Walkway Poles	20-060-0623-9135-71471	15,000.00	13,624.55	1,375.45	Poles received and installed
		15,000.00	13,624.55	1,375.45	
TOTAL TRANSPORTATION		2,497,044.00	240,403.08	2,256,640.92	
PARKS & CEMETERIES					
Parks					
Small Equipment Replacement (Mowers & whipper snippers)	20-160-1610-9105-71471	5,500.00		5,500.00	
Replace 1988 V406 - 3/4 ton 2WD Crew Cab Truck with 6'6" Box	20-160-1610-9133-71471	42,000.00	30,888.06	11,111.94	New Truck received June 9/17
X730 Law Tractor c/w 60" mower deck (Trade in old X720 Tractor)	20-160-1610-9174-71471	16,000.00		16,000.00	New Tractors in service
		63,500.00	30,888.06	32,611.94	
Cemeteries					
2 - John Deere X360 Lawn Tractors (Trade-in 2 x 360 lawnmowers)	20-160-1610-9174-71471	17,000.00	0.00	17,000.00	New Tractors in service
		17,000.00	0.00	17,000.00	
TOTAL PARKS & CEMETERIES		80,500.00	30,888.06	49,611.94	
AIRPORT					
Groundwater Well & Treatment	20-060-0660-9302-71523	0.00		0.00	
Sanitary Holding Tank installation	20-060-0660-9304-71523	25,000.00	11,630.65	13,369.35	New Well in service and old Septic field decommissioned
TOTAL AIRPORT		25,000.00	11,630.65	13,369.35	
WASTE MANAGEMENT SYSTEM					
Landfill Site Expansion - 2017 RFP and 1st Phase Design activities	20-080-0860-9238-71523	75,000.00		75,000.00	RFP to be out by the end of July
TOTAL WASTE MANAGEMENT SYSTEM		75,000.00	0.00	75,000.00	
ENVIRONMENT					
Sanitary Sewer - Collection System					
Sanitary Sewer Tools & Equipment	20-080-0811-9105-71471	12,000.00	3,561.72	8,438.28	
GIS Capital Upgrades	20-080-0811-9123-71471	1,530.00	757.76	772.24	
Refurbishing Sanitary Manholes	20-080-0811-9138-71523	50,000.00		50,000.00	Awaiting word from TopShot as per when they will be in Town
Design for Infrastructure Renewal Project for 2018 Construction Work	20-080-0811-9238-71523	37,500.00	36,477.78	1,022.22	On Going
Phair Ave 3rd to 5th Street Sewer	20-080-0811-9271-71523		557.55	-557.55	Deficiency Clean up on going
Nelson Street Reconstruction from Mosher Ave west to mid block	20-080-0811-9274-71523	184,476.00	1,588.93	182,887.07	On Going
Second Street E. Reconstruction between Mowat Ave & Portage Ave	20-080-0811-9275-71523	267,883.00	1,285.42	266,597.58	On Going
Colonization Rd E - Scott Street to WTP	20-080-0811-9277-71523		19.36	-19.36	Complete

	Account Number	TOTAL BUDGET	Actual To Date June 30, 2017	Current Year Variance	COMMENTS
Sewage Treatment Plant		553,389.00	44,248.52	509,140.48	
Misc. Capital Upgrades	20-080-0812-9105-71471	120,000.00	1,813.90	118,186.10	
Honeywell Improvements at STP including Street lighting	20-080-0812-9280-71523	50,406.00		50,406.00	Working with Design firm to finalize design works, installation this fall
Sludge Watering Upgrades	20-080-0812-9290-71523	400,000.00	60,515.60	339,484.40	Finalizing details with Associated Engineering to get the works completed
		570,406.00	62,329.50	508,076.50	
Water System					
Water Distribution System					
Miscellaneous Tools/Equipment	20-080-0832-9105-71471	12,000.00	4,643.67	7,356.33	
Replace 1995 Large Wheeled Hyundai Excavator	20-080-0832-9107-71471	400,000.00		400,000.00	Tender to be out by the end of July
GIS Capital Upgrades	20-080-0832-9123-71471	3,055.00	1,515.49	1,539.51	
Replacing Main Line Water Valves/Hydrants (to be included in Nelson St Tender)	20-080-0832-9137-71523	100,000.00		100,000.00	On Going
Design for Infrastructure Renewal 2018 Construction Work	20-080-0832-9238-71523	37,500.00	36,477.76	1,022.24	On Going
Phair Ave 3rd to 5th Street Sewer	20-080-0832-9271-71523		585.95	-585.95	Deficiency Clean up on going
Nelson Street Reconstruction from Mosher Ave west to mid block	20-080-0832-9274-71523	137,917.00	572.67	137,344.33	On Going
Second Street E. Reconstruction between Mowat Ave & Portage Ave	20-080-0832-9275-71523	241,509.00	552.61	240,956.39	On Going
Colonization Rd E - Scott Street to WTP	20-080-0832-9277-71523		141.24	-141.24	Deficiency Clean up on going
Mill Road Overpass Reconstruction (Pending Funding)	20-080-0832-9303-71523	231,307.00		231,307.00	No funding - Will not be in the 2017 Capital Program
		1,163,288.00	44,489.39	1,118,798.61	
Water Treatment Plant					
Misc. Small Capital Equipment	20-080-0831-9105-71471	60,000.00	10,626.61	49,373.39	
		60,000.00	10,626.61	49,373.39	
TOTAL ENVIRONMENT		2,347,083.00	161,694.02	2,185,388.98	
SOCIAL & FAMILY SERVICES					
Children's Complex					
Roof Replacement	20-120-1230-9127-71523	42,200.00	58.39	42,141.61	Tender - Tyson D.
Vehicle Replacement -AWD (2016 Carryover)	20-120-1230-9133-71471	35,000.00	29,586.13	5,413.87	Completed
		77,200.00	29,644.52	47,555.48	
Handi-van Transit Services					
Handivan Bus (2016 Carry Over)	20-060-0632-9133-71471	86,100.00		86,100.00	In Process
Handivan Bus (PTIF Grant)	20-060-0632-9133-71471	92,518.00		92,518.00	In Process
		178,618.00	0.00	178,618.00	
TOTAL SOCIAL & FAMILY SERVICES		255,818.00	29,644.52	226,173.48	
Memorial Sports Centre					
Olympia Edger	20-160-1634-9107-71471	5,245.00	7,841.00	-2,596.00	Completed
Ladies Sauna	20-160-1634-9127-71523	7,800.00	6,668.34	1,131.66	Completed - modifications required
52 Canadian Rink North Dehumidifier (Carryover)	20-160-1634-9631-71471	23,000.00	17,500.00	5,500.00	Completed
IFK Compressor Rebuild	20-160-1634-9633-71471	40,000.00		40,000.00	Completed
52 Canadian Brine Pump Filter (Maintenance)	20-160-1634-9637-71471	5,000.00		5,000.00	Completed
52 Canadian Ammonia Gas Detector	20-160-1634-9637-71471	3,000.00		3,000.00	Completed
52 Canadian Compressor Overhaul	20-160-1634-9637-71523	12,000.00	57.38	11,942.62	Completed
52 Canadian Water Line Loop Tie-in	20-160-1634-9637-71523	50,000.00		50,000.00	Water Guys to access as per Randy White
52 Canadian Meeting Room Windows	20-160-1634-9637-71523	3,000.00		3,000.00	Completed
Auditorium Bar Renovations	20-160-1634-9638-71523	17,300.00	57.38	17,242.62	Tender - Tyson D.
		166,345.00	32,124.10	134,220.90	
Recreation					

	Account Number	TOTAL BUDGET	Actual To Date June 30, 2017	Current Year Variance	COMMENTS
Sunny Cove Upgrades (5-year Plan)	20-160-1614-9108-71523	8,000.00	57.97	7,942.03	Washroom renovations not scheduled Completed - lights JUL 24
Fitness Equipment (annual)	20-160-1620-9624-71471	10,000.00		10,000.00	
Tennis Courts (Carryover)	20-160-1636-9294-71523	129,555.00		129,555.00	
		147,555.00	57.97	147,497.03	
Museum					
Roof Replacement, Accessible Washroom, Front Entrance Ramp (Dependant on Canada 150 Grant & Federal Grant)	20-160-1645-9127-71523	154,000.00	58.40	153,941.60	Tender - Tyson D.
TOTAL RECREATION & CULTURAL SERVICES		467,900.00	32,240.47	435,659.53	
Library					
Maker Space Equipment	20-160-1640-9105-71471	10,000.00		10,000.00	As per Caroline/Library Board
Computer Upgrades	20-160-1640-9109-71471	20,000.00	296.60	19,703.40	As per Caroline/Library Board
Surveillance Upgrade	20-160-1640-9220-71471	5,000.00	2,497.19	2,502.81	As per Caroline/Library Board
		35,000.00	2,793.79	32,206.21	
PLANNING & DEVELOPMENT					
By-Law					
Ticket Device for Issuing Parking Tickets	20-040-0440-9109-71471	6,500.00	0.00	6,500.00	
Building/Planning					
GIS Capital	20-180-1810-9109-71471	1,530.00	757.76	772.24	
		8,030.00	757.76	7,272.24	
Civic Centre					
Mag Locks & Access Control - Main Entry	20-020-0253-9127-71471	10,000.00		10,000.00	
Main Entrances Remove and Replace Floor Tiles	20-020-0253-9127-71523	53,500.00	58.40	53,441.60	In Progress
Replace Front Walkway/Sidewalk	20-020-0253-9232-71523	42,000.00	5,978.40	36,021.60	In Progress
		105,500.00	6,036.80	99,463.20	
Old Rainy Lake Hotel Site Development - Market Square (2016 Carryover)	20-020-0251-9286-71523	1,537,636.00	91,204.08	1,446,431.92	In Progress
TOTAL PLANNING & DEVELOPMENT		1,651,166.00	97,998.64	1,553,167.36	
TOTAL CAPITAL BUDGET vs ACTUAL TO DATE		7,568,731.00	685,107.77	6,883,623.23	

2017 - tonnage at Landfill Site - updated July 31, 2017

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2016	Average last 10 years	2017	2016	Average last 10 years	2017		
								Total	Total	Total	Total	Total	Total	2017-2016 Tonnes	2017-2016 Fees
								Tonne	Tonne	Tonne	Fees	Fees	Fees		
												2007 to 2016			
JAN	137.74	30.55	304.18	67.47	8.93	1.98	0.00	369.18	360.75	450.85	\$20,490.00	\$17,849.10	\$26,266.82	81.67	\$5,776.82
FEB	111.80	31.97	230.26	65.85	7.60	2.17	0.00	314.92	306.73	349.66	\$17,474.70	\$15,355.62	\$20,191.04	34.74	\$2,716.34
MAR	149.38	32.06	309.46	66.41	7.17	1.54	0.00	395.39	411.69	466.01	\$23,164.20	\$21,321.44	\$28,951.58	70.62	\$5,787.38
APRIL	217.26	34.44	405.17	64.22	8.48	1.34	20.73	573.09	574.04	630.91	\$34,152.50	\$30,505.60	\$40,385.84	57.82	\$6,233.34
MAY	243.32	32.81	491.78	66.31	6.49	0.88	0.00	641.69	719.34	741.59	\$34,655.80	\$36,978.61	\$43,112.32	99.90	\$8,456.52
JUNE	314.60	47.45	341.84	51.56	6.58	0.99	159.94	1,246.89	846.85	663.02	\$37,412.30	\$38,270.35	\$40,162.52	-583.87	\$2,750.22
JULY		#DIV/0!		#DIV/0!		#DIV/0!		618.23	673.76	0.00	\$37,556.30	\$37,267.74		-618.23	-\$37,556.30
AUG		#DIV/0!		#DIV/0!		#DIV/0!		897.44	657.07	0.00	\$43,194.40	\$34,723.56		-897.44	-\$43,194.40
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		695.10	651.51	0.00	\$42,510.30	\$34,879.94		-695.10	-\$42,510.30
OCT		#DIV/0!		#DIV/0!		#DIV/0!		686.35	803.03	0.00	\$36,305.40	\$40,187.03		-686.35	-\$36,305.40
NOV		#DIV/0!		#DIV/0!		#DIV/0!		615.60	569.91	0.00	\$37,603.60	\$29,432.34		-615.60	-\$37,603.60
DEC		#DIV/0!		#DIV/0!		#DIV/0!		587.46	416.38	0.00	\$21,415.30	\$21,716.47		-587.46	-\$21,415.30
Average per monthly	195.68	32.25	347.11	65.99	7.54	1.76	30.11	636.78	582.59	275.17	\$32,161.23	\$29,873.98	\$33,178.35	244.85	31,720.62
Total	1174.11		2082.68		45.25		180.67	7641.34	6991.06	3302.04	\$385,934.80	\$358,487.81	\$199,070.12	-4339.30	-\$186,864.68
Town of Fort Frances Tonnage	3256.79										\$385,934.80 Actual		\$199,070.12		
											\$384,888.00 Budget		\$391,084.00		
								Includes 603.005t associated with the Fight the Blight Campaign							
Total Tonnage	3302.04										\$385,934.80 Forecasted		\$398,140.24		
Residential Tonnage	1174.11	35.56%													
ICI Tonnage	2082.68	63.07%													
Coverage material	180.67														

Sewer & Water Data for 2017

up-dated July 31, 2017

Month	Days per month	2017	2017	2017	2017	2017	2017	2017	2017	2017	2017	2017-2016	2017-2016	2017	2017
		Total	daily	Couch.	Couch.	Couch.	Total	daily	Couch.	Couch.	Couch.	Diff	Diff	Difference	Infiltration
		Sewage	Sewage	Sewage	Sewage	Sewage	Treated	Treated	2 Water	2 Water	Water	Treated	Wastewater	STP-WTP	Infiltration
		STP	STP	Meters	Meters	%	WTP	WTP	Meters	Meters	%	WTP	STP		daily average
		cu. meters	cu. meters	cu. meters	cu. meters		cu. meters	cu. meters	cu. meters	cu. meters					
		monthly	daily	monthly	daily		monthly	daily	monthly	daily					
January	31	174745	5636.94	13111	422.94	7.50%	114550.0	3695.2	10605.0	342.1	9.26%	-3560.0	-1965.0	60195.0	1941.8
February	28	174956	6248.43	13811	493.25	7.89%	103680.0	3702.9	10605.0	378.8	10.23%	-6570.0	17839.0	71276.0	2545.6
March	31	223183	7199.45	15572	502.32	6.98%	113560.0	3663.2	10785.0	347.9	9.50%	-4500.0	-8182.0	109623.0	3536.2
April	30	256759	8558.63	15613	520.43	6.08%	108330.0	3611.0	10785.0	359.5	9.96%	1590.0	2888.0	148429.0	4947.6
May	31	228551	7372.61	14312	461.68	6.26%	116990.0	3773.9	9850.0	317.7	8.42%	-1590.0	18298.0	111561.0	3598.7
June	30	201914	6730.47	13005	433.50	6.44%	114210.0	3807.0	9850.0	328.3	8.62%	-5980.0	-72302.0	87704.0	2923.5
July	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-126030.0	-252416.0	0.0	0.0
August	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-137500.0	-190658.0	0.0	0.0
September	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-104260.0	-180285.0	0.0	0.0
October	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-103050.0	-181205.0	0.0	0.0
November	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-96940.0	-169075.0	0.0	0.0
December	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-108030.0	-187407.0	0.0	0.0
Total	365	1260108		85424			671320.0		62480			-696420.0	-1204470.0	588788.0	1613.1
Monthly Average												-58035.0	-100372.5	49065.7	1624.5
daily Average															

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
(May 2017)

STAFFING:

See Operations Statistics (May) 2017 prepared by M. Strachan, Superintendent of Transportation

OVERTIME HOURS - Equivalent Straight Time Hours

See Operations Statistics (May) 2017 prepared by M. Strachan, Superintendent of Transportation

WATER DISTRIBUTION:Water Main Breaks:

- Number of water main breaks: Two (2)
- 937 Banta Blvd. and 1012 Victoria Ave. N.

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: One (1)
- Banta Blvd. at Shevlin Ave. (VAL 465)

Main Valve Replacements:

- Number of water main valve replacements: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service repairs: Three (3)
- 811 Church St., 800 Church St. and 922 Reid Ave.

Water Service Installations (NEW):

- Number of water service installations: None

Water Service Terminations:

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twenty-four (24)
 - 700 McIrvine Rd., 127 First St. E., 1271 Idylwild Dr., 1404 King's Hwy., Point Park Pump Stn.,
 - 1000 Calder Dr. (2), 401 King's Hwy., 854 Minnie Ave. (2), 1027 Third St. E., 237 Fifth St. E. (3),
 - 1301 Calder Dr., 800 Calder Dr., 901 Second St. E., 306 Victoria Ave., 1319 Colonization Rd. E.
 - 1011 Front St., 400 Central Ave., 1000 First St. E. (2) and 621 First St. E.

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: Three (3)
 - 127 First St. E., 1150 Portage Ave. N. and 801 Eighth St. W.

Backflow Preventer Installations/Replacements:

- Number of backflow preventer new installations: None

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: Fourteen (14)
 - 127 First St. E., 298 Scott St., 1455 Idylwild Dr., 1101 Front St., 239 Church St., 417 Scott St.
 - 515 Mowat Ave., 206 Victoria Ave. 1000 McIrvine Rd., 858 Sixth St. W., 511 Victoria Ave., 414 Scott St.
 - 472 Church St. and 232 Scott St.

Other Information:

- Sunny Cove Camp - re-assembling of the equipment for water system.
- Commenced with the valve exercising program (Area 1) and hydrant valve exercising.
- Replaced missing and faded markers on fire hydrants.
- May 1, 2017 - Connection inspection of the water service at 1228 Third St. E.
- May 2, 2017 - terminated the illegal water service line at 801 Eighth St. W.
- Summarized final costs for invoicing of private works.
- Recorded locations of curb stops at various locations.
- May 25, 2017 - J. Bruyere attended a course on Water Repair Logistics at the Keewaytinook Centre in Dryden.
- May 29 - June 2, 2017 - L. Carmody attended the Entry-Level Course for Drinking Water Operators at the Airplane Hotel in Thunder Bay.

WATER TREATMENT PLANT:

- May, 2017 - In receipt of the Water Treatment Facility Monthly Report.
- May 17, 2017 - Sunset Protection Systems at plant to complete annual testing of fire system and extinguishers.

SEWERAGE COLLECTION:Wastewater Main Backups:

- Number of wastewater main backup: None

Sewer Main Repairs:

- Number of sewer main repairs: None

Sewer Manhole Repairs:

- Number of sewer manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: None

Sewer Service Replacements:

- Number of sewer service installations: None

Sewer Service Installations (NEW):

- Number of water service installations: None

Sewer Service Terminations:

- Number of water service terminations: None

Other Information:

- Cleaned twelve (12) plugged sewer services at the following locations:
 - 520 Scott St., 831 Armit Ave., 930 Christie Ave. N., 1319 Colonization Rd. W., 1110 Second St. E.
 - 906 Second St. E., 308 Third St. W., 240 Second St. E. (2), 1146 Fourth St. E., 600 Church St.
 - and 1226 Third St. E.
- May 1, 2017 - Completed a connection inspection of the sewer services at 1228 Third St. E.
- Completed a television inspection of the sewer services at 1228 Third St. E., 328 First St. E., 605 Victoria Ave. 600 Victoria Ave. and 1226 Third St. E.
- Recorded locations of cleanouts at various locations.
- May 24 to June 1, 2017 - Excavate and install a new sewage holding tank near the Airport Maintenance Garage
- May 26, 2017 - Cleaned sanitary sewer mains for Makkinga (Colonization Rd. E. connecting streets)
- Sewer main flushing (Dead Ends)
- May 29, 2017 - Cambrian started flushing/cleaning and televising of the sanitary sewer mains.
- Installed the sanitary sewage holding tank at the Airport Maintenance Garage.

WASTE-WATER TREATMENT FACILITY:

- May, 2017 - Received the Wastewater Treatment Facility Monthly Report.

WASTE MANAGEMENT:Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 4 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during this period.

- Amount of residential waste delivered to the landfill:
 - 243,320 kgs (243.32 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 491,780 kgs (491.78 tonnes)
- May 13, 2017 - Free tipping day at the landfill - Yard Waste Only.

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 3 complaints
- Amount of recycled waste diverted from the landfill:
 - Emterra - May - 47.74 tonnes

Prepared By: _____

Environmental & Facilities Superintendent

Date: _____

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
(June 2017)

STAFFING:

See Operations Statistics (June) 2017 prepared by M. Strachan, Superintendent of Transportation

OVERTIME HOURS - Equivalent Straight Time Hours

See Operations Statistics (June) 2017 prepared by M. Strachan, Superintendent of Transportation

WATER DISTRIBUTION:Water Main Breaks:

- Number of water main breaks: None

Hydrant Repairs:

- Number of hydrant repairs: Seven (7)
 - Calder Dr. next to Point Park showers (HYD330), 1112 Fifth St. E. (HYD229), 924 Sixth St. E. (HYD270)
 - 1128 Fourth St. E. (HYD298), 824 Armit Ave. (HYD253), 940 Fourth St. E. (HYD285)
 - and Eighth St. E. at Mill Road (HYD327)

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: Five (5)
 - Fifth St. E. at Shevlin Ave. (VAL463), Fifth St. E. at CNR (VAL325), CNR at Crowe Ave. (VAL631)
 - Cornwall Ave. at Fifth St. W. (VAL182) and Second St. E. at Crowe Ave. (VAL391)

Main Valve Replacements:

- Number of water main valve replacements: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service repairs: Eight (8)
 - 1035 Cornwall Ave. N., 800 McKenzie Ave., 1008 Walker Ave., 108 Sixth St. E., 410 Sinclair St.,
 - 1005 Fifth St. E., 320 Second St. E. and 1044 Cornwall Ave. N.

Water Service Installations (NEW):

- Number of water service installations: One (1)
 - 650 Sixth St. W.

Water Service Replacements:

- Number of water service replacements: None

Water Service Terminations:

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Five (5)
 - 145 Third St. W., 1214 Third St. E., 1005 Fifth St. E. (2) and 1044 Cornwall Ave. N.

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: Two (2)
 - 1533 King's Hwy. and 411 McIrvine Rd.

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: One (1)
 - 411 McIrvine Rd.

Backflow Prevention - Testing:

- Number of backflow preventers tested: Four (4)
 - 921 Sixth St. W., 237 Fifth St. E., 1533 King's Hwy. and 411 McIrvine Rd.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- June 14, 2017 - G. Wiedenhoef attended a course "Working from Heights" at the La Place Rendez-vous.
- June 19, 2017 - Bay City started construction works at Nelson St.
- Continued with the valve exercising program (Area 1) and hydrant valve exercising.
- Recorded locations of curb stops at various locations.
- Worked in conjunction with Bay City to isolate the existing water main, disinfect and test water quality before putting the temporary water service lines on Nelson St. into service.
- Replaced missing and faded markers on fire hydrants.

WATER TREATMENT PLANT:

- June, 2017 - In receipt of the Water Treatment Facility Monthly Report.
- June 14, 2017 - P. Lemesurier attended a course "Working from Heights" at the La Place Rendez-vous.
- June 19 - 23, 2017 - B. Webb attended a course Water Distribution - Class 1-3 held at the Keewaytinook Centre of Excellence in Dryden.

SEWERAGE COLLECTION:Wastewater Main Backups:

- Number of wastewater main backup: One (1)
 - Flinders Ave. (500 blk.)

Wastewater Main Repairs:

- Number of wastewater main repairs: None

Wastewater Manhole Repairs:

- Number of wastewater manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: One (1)
- Sinclair St. - 410

Sewer Service Replacements:

- Number of sewer service replacements: None

Sewer Service Installations (NEW):

- Number of sewer service installations: One (1)
- Sixth St. W. - 650

Sewer Service Terminations:

- Number of water service terminations: None

Other Information:

- Cleaned eight (8) plugged sewer services at the following locations:
 - 629 Third St. E., 900 Armit Ave., 650 Third St. E., 400 Third St. E., 1332 Sixth St. E., 410 Sinclair St.
 - 512 Front St. and 916 Victoria Ave. N.
- June 16, 2017 - Cambrian commenced the cleaning and televising the sanitary sewer mains
- June 20, 2017 - Connection inspection of the water service at 320 Second St. E.
- June 20, 2017 - Television inspection of the water service at 916 Victoria Ave. N.
- June 22 - 23, 2017 - Cleaned sanitary sewer mains for the Township of Barwick (Chapple)
- June 26, 2017 - Assisted Bay City in exposing valves using vactor truck.
- June 29, 2017 - Cleaned sanitary sewer mains for the community of Rainy River
- Recorded locations of cleanouts at various locations.

WASTE-WATER TREATMENT FACILITY:

- June 2017 - In receipt of the Wastewater Treatment Facility Monthly Report.

WASTE MANAGEMENT:Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 8 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during this period.

- Amount of residential waste delivered to the landfill:
 - 314,600 kgs (314.60 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 341,840 kgs (341.84 tonnes)
- June 2017 - Bay City hauled material from their respective construction sites to the landfill - cover material.
- June 15, 2017 - Weigh-Tronix on site to check weigh scales (issue with weights)

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 2 complaints
- Amount of recycled waste diverted from the landfill:
 - No Data - Emterra

Prepared By: _____

Environmental & Facilities Superintendent

Date: _____



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

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

July 19, 2017

Town of Fort Frances
320 Portage Avenue
Fort Frances Ontario
P9A 3M5

Attention: Mr. Doug Herr
Environmental and Facilities Superintendent

Dear Doug:

**Re: Fort Frances Wastewater Treatment Facility
June 2017 Monthly Report**

As per the operating agreement, the attached document is the June 2017 monthly report for the Fort Frances Wastewater Treatment Facility.

The report highlights the influent and effluent quality and the process parameters. Additionally, the routine operation and maintenance activities conducted by the operators are summarized.

If you have any questions regarding this report do not hesitate to contact Mr. Larry Wachter – Operations Manager.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kelly CTD'.

Kelly Cunningham
Senior Operator

For Larry Wachter
Operations Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
June 2017 Monthly Operations Report**

INTRODUCTION

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of June 2017; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

DESCRIPTION OF WORKS

Capacity of Works	9000 m ³ /day (average flow)
Service Area	Town of Fort Frances and Couchiching Reserve
Service Population	9000
Effluent Receiver	Rainy River
Major Process	Secondary treatment facility complete with a phosphorus removal system; ultra violet disinfection; aerobic sludge stabilization and dewatering

The Fort Frances Sewage Treatment Plant operates under *Environmental Compliance Approval Number 6786-A44PWG*. The ECA outlines the terms and conditions, and the report captures these terms and conditions in the following sections.

LABORATORY

ALS Laboratory Group – Thunder Bay is contracted to conduct the required analytical tests of the influent (raw) and effluent samples; weekly requirement.

JUNE 2017 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD ₅	2.6 mg/L	25 mg/L	15 mg/L	16.7 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	7.8 mg/L	25 mg/L	15 mg/L	53.2 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.24 mg/L	1.0 mg/L	0.9 mg/L	1.6 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	7.71 mg/L 5.65 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		10.8 count/100 ml (geometric mean)		200 count/100ml (geometric mean)		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH				pH range 7.6 to 7.9; average pH was 7.7		
Temperature degrees C				Temperatures ranged from 12.0 to 14.5 C; average temperature of effluent was 13.6 C		

Compliance criteria are mandatory requirements of the ECA and performance objectives are a goal to be achieved using best reasonable efforts.

WASTEWATER LIQUID PROCESS

The average daily flow for June was 6730.5 m³/day. This represents 75 % of the design average flow. Total treated flow for the month was 201914 m³.

The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above and additionally was well within the recommended more stringent monthly performance objective levels as outlined in the Environmental Compliance Approval.

INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	1090 +/- @ 8.0% +3x205 L @ 12%	Litres
Alum	10.8 +/- @ 55 %	Cubic meters
Polymer	2 x 205 L drums	Liters

MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations. The activities are highlighted as follows:

Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased all blowers
- Regular cleaning of head works EW basket strainer
- Greased Grit Snail and lubricated drive chain
- Weekly inspection of spiral screen access hatch, removed wrapped debris as required
- Repaired polymer check valves
- Hot water flushed and cleaned alum lines
- Weekly manifold wash on the Fournier press
- Removed debris from the Teacup and hosed Snail
- Pumped sump digester valve chamber
- Rodded chunks out of the alum line
- Wiped DO probes

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Removed brush from Boundary Road and Church Street lift stations
- Dealt with an air locked pump at Boundary Road lift station and reset PLC

PROCESS AND OPTIMIZATION ISSUES

The lack of a booster pump for the polymer system dilution water is preventing further optimization of the new sludge thickener.

SLUDGE SUMMARY

Asselin Storage and Transportation Limited hauled a calculated total of 77.9 m³ (9 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 18.5 % TS for the month.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There were no bypass or overflow events during the reporting period.

COMMENTS

Plant power consumption for the month was 619 (x 180 multiplier) kWh.

The polymer/water solution flow for the month of May was 148 m³ at a polymer concentration of 0.2%.

Screen and Dewatering Upgrades at the FFWWTP have been under way since May 30, 2016.

The annual fire extinguisher inspections were completed.

The Town of Fort Frances Operations and Facilities Committee held one of their meetings at the wastewater plant and toured the facility afterwards.

REPORTS

ALS – Environmental Analytical Reports (on-file at plant)

Fort Frances WPCP Equipment Run Time Report (on-file at plant)

Bypass Report (on-file at plant as per occurrence)

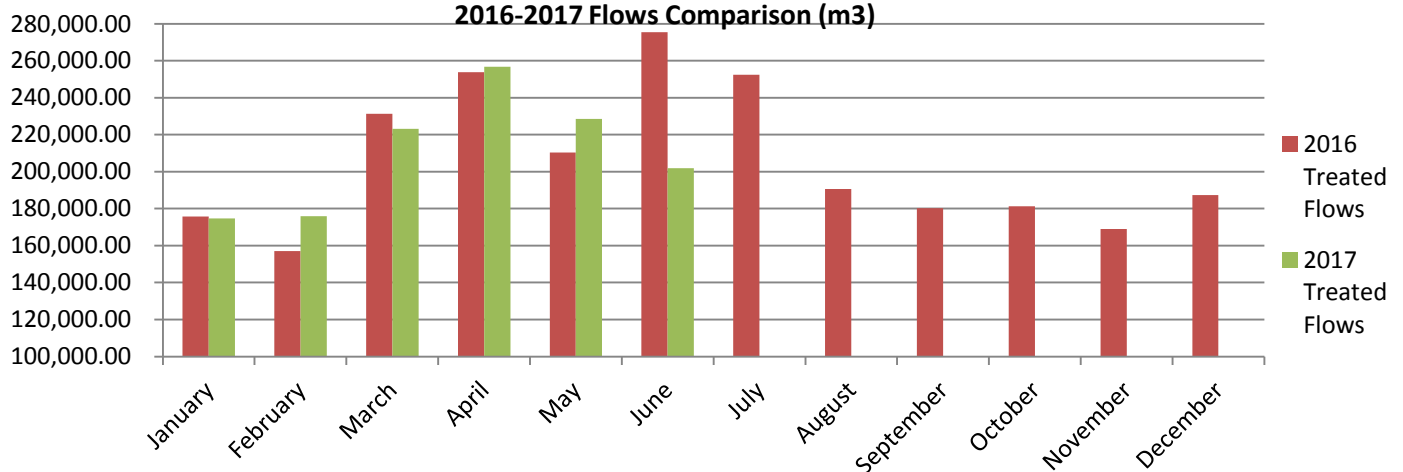
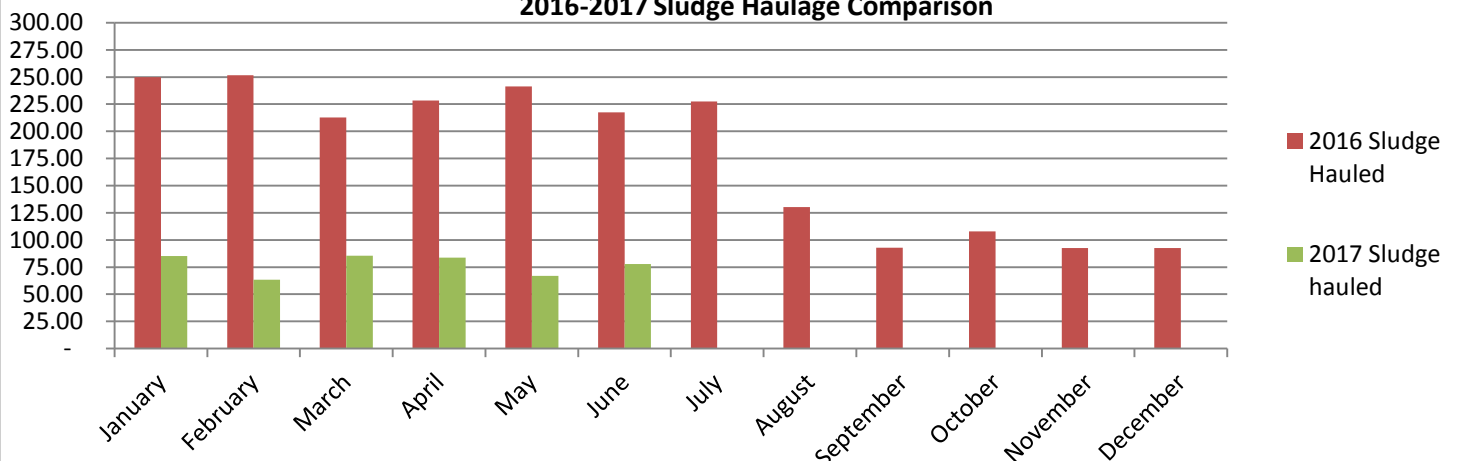
Incident Report (on-file at plant as per occurrence)

Month	Sewage Flows Year 2016					Usage	Sludge	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.964130156	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.959154748	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.909871245	
January	5636.9	6162	174745		174745	63%	85.3	11		
February	6284.1	9818	175956		175956	70%	63.3	8		
March	7199.5	8844	223183		223183	80%	85.4	12		
April	8558.6	10641	256759	350	256759	95%	83.8	11		
May	7372.6	9480	228551		228551	82%	66.8	9		
June	6730.5	10063	201914		201914	75%	77.9	9		
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				350	1261108		462.5	60		
Average	6964		210185		210185	77%	77.1	10		
Max		10641	256759		256759			12		
C of A	9000	18000								

Month	BOD5/CBOD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean
	BOD (mg/L)	CBOD (mg/L)	CBOD (kg/day)	S.S (mg/L)	S.S (mg/L)	S.S (kg/day)	T.P (mg/L)	T.P (mg/L)	T.P (kg/day)	TKN (mg/L)	Total N (mg/L)	Counts /100ml
January	84.0	2.0	11.3	138.4	3.2	18.1	2.31	0.11	0.63	17.5	8.8	3.6
February	64.3	2.3	15.5	142.6	5.8	35.2	2.04	0.18	1.09	16.5	8.0	11.8
March	70.0	2.8	20.5	118.7	5.7	42.0	1.98	0.20	1.42	15.8	8.0	39.5
April	48.3	2.3	19.9	107.3	5.4	46.5	1.50	0.17	1.50	12.5	7.7	53.0
May	59.2	2.0	15.3	123.0	3.8	28.2	1.77	0.15	1.10	13.9	6.8	15.0
June	64.5	2.6	16.7	146.1	7.8	53.2	2.05	0.24	1.60	14.0	7.7	10.8
July												
August												
September												
October												
November												
December												
Average	65.1	2.3	16.5	129.4	5.3	37.2	1.9	0.18	1.22	15.0	7.8	22.3
Max	84	2.8	20.5	146.1	7.8	53.2	2.3	0.24	1.60	17.5	8.8	53
C of A		25	225		25	225		1.0	9.0	200	6.0	200

2016-2017 Comparison Chart

Month	2016 Treated Sewage	2017 Treated Sewage	% Variance 2016 to 2017	2016 Hauled Sludge	2017 Hauled Sludge	% Variance 2016 to 2017
	m3	m3	m3	m3 (9% solid)	m3 (18% solid)	m3
January	175,712.00	174,745.00	-1%	249.90	85.30	-65.87%
February	157,117.00	175,956.00	11%	251.70	63.30	-74.85%
March	231,365.00	223,183.00	-4%	212.70	85.40	-59.85%
April	253,871.00	256,759.00	1%	228.30	83.80	-63.29%
May	210,352.00	228,551.00	8%	241.20	66.80	-72.31%
June	275,522.00	201,914.00	-36%	217.40	77.90	-64.17%
July	252,416.00			227.50		
August	190,658.00			130.30		
September	180,285.00			92.80		
October	181,205.00			108.00		
November	169,075.00			92.60		
December	187,407.00			92.60		
Totals	2,464,985.00	1,261,108.00		2,145.00	462.50	

2016-2017 Flows Comparison (m3)**2016-2017 Sludge Haulage Comparison**

Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:07-01-2017 - 07-31-2017

Municipality		Fort Frances				
Permit						Value
RollNo	Applicant	Contractors	Property Address	Work Descriptiton	Units / Area	
2017056			708 WEBSTER AVE	Construct a 10'x12' Covered Gazebo on existing deck.		\$1,500.00
59-12-010-003-10900-0000		(807) 274 7701	Legal Description: PLAN SM29 LOT 75 N74.5FT LOT;74 PCL 74-2	Stat's Canada Codes Building: 0 Work: 02	1 12	
2017062			715 THIRD ST W	Construct New 2828 Accessory Building		\$30,000.00
59-12-010-004-08700-0000			Legal Description: PT BLOCK B SM193 RR33 PT 7;PCL BLK B-11	Stat's Canada Codes Building: 450 Work: 01	1 76	
2017054			1315 EMO RD	New 40 x 30 garage with 16 lean too		\$60,000.00
59-12-010-006-04100-0000			Legal Description: PSM51 LOT 8 PCL 8-2	Stat's Canada Codes Building: 450 Work: 01	1 100	
2017053			106 SIXTH ST W	Addition to rear east corner of dwelling. 10 x 20		\$3,000.00
59-12-010-007-12400-0000			Legal Description: PT HB RES PCL 24534	Stat's Canada Codes Building: 110 Work: 03	1 15	
2017051		R AND R RENOVATIONS	1143 PORTAGE AVE N	Installing beam to span area for an opening in interior wall seperating living room. Classic Country Homes Designs.		\$10,000.00
59-12-010-007-20200-0000		P9A 2K5	Legal Description: PLAN SM117 PT BLK A RP RR319;PART 5 PCL BLK A-8	Stat's Canada Codes Building: 110 Work: 03	1 40	

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:07-01-2017 - 07-31-2017

2017046	John DeGange (807) 275 7851	237 EIGHTH ST W	New 6-Plex Phase 4.	\$1,020,000.00
59-12-010-007-27915-0000		Legal Description: PLAN SM138 PT LOTS 1 AND 2;RP 48R4286 PART 3 RP 48R4369;PART 3	Stat's Canada Codes Building: 310 727 Work: 01	1
2017058		570 SCOTT ST	Addition of 17x32	\$45,000.00
59-12-020-002-10000-0000		Legal Description: PALB W PT LOT 433 PCL 433-1	Stat's Canada Codes Building: 110 50 Work: 02	1
2017061		1004 CHRISTIE AVE N	Demolish Exististing Garage. Build New 28x32 Accessory Use Building	\$20,000.00
59-12-020-006-14100-0000		Legal Description: PLAN SM164 LOT 2 & 3 PCLS;13489 & 13699	Stat's Canada Codes Building: 450 83 Work: 01	1
2017060	Geoff Gillon (807) 276 1592	FRONT ST	Erect a special event tent for FFCBC	\$0.00
59-12-030-001-00401-0000		Legal Description: MCIRVINE RIVER RANGE PT LOTS;22 AND 23 RP 48R3001 PARTS 3;TO 5 7 PCLS 25323 25324	Stat's Canada Codes Building: 450 1430 Work: 01	1
2017065	JAMIE DAVIS	612 NELSON ST	Replaced sewer line. 25 feet from main to porch.	\$1,000.00
59-12-030-001-01800-0000		Legal Description: PLAN ALB LOT 181 PCL9719	Stat's Canada Codes Building: 110 1 Work: 03	1
2017063		604 THIRD ST E	New header over door. Insulation on the exterior of the house.	\$2,000.00
59-12-030-003-03000-0000		Legal Description: PLAN SM65 LOT 19 E1/2 18 PCL;10246	Stat's Canada Codes Building: 110 83 Work: 03	1
2017052	ED KAUN AND SONS	901 SHEVLIN AVE	Convert apartment into more accessible access.	\$60,000.00
59-12-030-004-12121-0000		Legal Description: PLAN SM298 BLK C PCL BLK C-1	Stat's Canada Codes Building: 310 35 Work: 03	1
	Fort Frances P9A3M2	Ontario P9A3M2		

2017059	59-12-030-006-09000-0000			1210 FIRST ST E	New 24x32 Garage.		\$10,000.00
				Legal Description: PLAN SM41 LOT 21 PCL 20-1	Stat's Canada Codes Building: 450 Work: 01	1 71	
2017025	59-12-030-007-11501-0000	450 Scott Street Fort Frances		1301 ELIZABETH ST E	Construct new eight unit apartment building.		\$900,000.00
				Legal Description: RP RR38 PT PARTS 1 & 2 RR138;PT PART 16 PCL 19829	Stat's Canada Codes Building: 310 Work: 01	1 190	
2017064	59-12-030-007-21600-0000		P9A 2R7	1005 WILLIAMS AVE	Renovation to dwelling. New framing for windows and doors, insulation, vapour barrier, siding and roof.		\$22,000.00
				Legal Description: RP 48R889 PART 4 PCL 20800	Stat's Canada Codes Building: 110 Work: 03	1 125	
2017057	59-12-030-007-22425-0000			826 HUFFMAN CRT	New 10x12 shed		\$8,000.00
				Legal Description: PLAN 48M382 LOT 13	Stat's Canada Codes Building: 450 Work: 01	1 12	
Sum				Summary (16 detail records)		16	\$2,192,500.00
Grand Total				Summary (16 detail records)		16	\$2,192,500.00

**REPORT**

TO: Community Services Executive Committee
FROM: Jason Kabel, Community Services Division Manager
DATE: August 3, 2017
RE: Community Services 2017 Mid-Year Budget

Please find attached the overall Community Services Division budget at mid-year (January 1 – June 30, 2017).

There will be a brief presentation at the meeting but overall the division budget looks to be close to predicted and budgeted at the half-year mark.

Respectfully submitted,

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

Jason Kabel

Community Services Division Q2 mid-year Budget Summary (JAN-JUN)	2016 OPERATING FORECAST	Actual to December 31/16	2017 OPERATING FORECAST	Actual to June 30, 2017	% of Budgeted	Comments (over - under 50%)
<i>Sister Betty Kennedy Centre</i>						
Total Revenue	(50,600)	(68,531.58)	(60,100)	(39,676.98)	66.02%	over
Total Expenditures	85,200	113,760.60	103,153	53,890.87	52.24%	over
Total Sister Betty Kennedy Centre	34,600	45,229.02	43,053	14,213.89	33.01%	under
<i>Children's Day Care</i>						
Total Revenue	(1,126,939)	(1,199,905.96)	(1,214,827)	(627,208.97)	51.63%	over
Total Expenditures	1,132,984	1,238,303.19	1,266,185	649,721.68	51.31%	over
Total Children's Day Care	6,045	38,397.23	51,358	22,512.71	43.83%	under
<i>Day Care Best Start Hub</i>						
Total Revenue	(128,651)	(121,470.00)	(106,998)	(60,790.50)	56.81%	over
Total Expenditures	129,319	123,180.72	106,998	28,471.87	26.61%	under
Total Day Care Best Start Hub	668	1,710.72	0	(32,318.63)		under
<i>Day Care Resource Centre (Special Needs Resource)</i>						
Total Revenue	(114,947)	(106,312.00)	(130,682)	(59,673.13)	45.66%	under
Total Expenditures	115,780	107,730.30	130,682	33,913.38	25.95%	under
Total Day Care Resource Centre	833	1,418.30	0	(25,759.75)		under
<i>Handi-Van Transit Services:</i>						
Total Revenue	(97,200)	(108,860.99)	(108,865)	(28,415.50)	26.10%	under
Total Expenditures	187,502	216,308.63	212,242	26,530.99	12.50%	under
Total Handi Transit Services	90,302	107,447.64	103,377	(1,884.51)	-1.82%	under
<i>Townshend Theatre</i>						
Total Revenue	(15,500)	(19,813.63)	(16,000)	(10,029.56)	62.68%	over
Total Expenditures	15,500	14,711.94	16,000	2,015.34	12.60%	under
Total Townsend Theatre	0	(5,101.69)	0	(8,014.22)		under
<i>Recreation Facilities</i>						
Total Revenue	(357,500)	(417,107.52)	(392,340)	(192,941.06)	49.18%	under
Total Expenditures	985,306	1,043,689.88	994,527	600,516.34	60.38%	over
Total Recreation Facilities	627,806	626,582.36	602,187	407,575.28	67.68%	over

Community Services Division Q2 mid-year Budget Summary (JAN-JUN)	2016 OPERATING FORECAST	Actual to December 31/16	2017 OPERATING FORECAST	Actual to June 30, 2017	% of Budgeted	Comments (over - under 50%)
<i>Recreation Programs</i>						
Total Revenue	(297,900)	(312,367.11)	(292,000)	(164,192.98)	56.23%	over
Total Expenditures	408,979	400,988.12	430,656	93,440.66	21.70%	under
Total Recreation Programs	111,079	88,621.01	138,656	(70,752.32)	-51.03%	under
<i>Community Services</i>						
Total Revenue	(20,000)	(20,000.00)	(20,000)	0.00	0.00%	under
Total Expenditures	152,683	136,182.87	153,742	73,498.23	47.81%	under
Total Community Services	132,683	116,182.87	133,742	73,498.23	54.96%	over
<i>Sunny Cove Camp</i>						
Total Revenue	(39,000)	(48,027.66)	(42,200)	(27,901.48)	66.12%	over
Total Expenditures	53,327	63,156.43	65,905	21,972.99	33.34%	under
Total Sunny Cove Camp	14,327	15,128.77	23,705	(5,928.49)	-25.01%	under
<i>Public Library</i>						
Total Revenue	(97,359)	(115,140.09)	(97,255)	(32,724.13)	33.65%	under
Total Expenditures	590,550	597,178.86	578,004	291,939.40	50.51%	over
Total Library	493,191	482,038.77	480,749	259,215.27	53.92%	over
<i>Museum</i>						
Total Revenue	(36,125)	(73,885.76)	(73,696)	(32,974.35)	44.74%	under
Total Expenditures	182,935	212,966.77	217,723	112,594.41	51.71%	over
Total Museum	146,810	139,081.01	144,027	79,620.06	55.28%	over
<i>Waterfront Development (Sorting Gap Marina)</i>						
Total Revenue	(78,800)	(88,713.88)	(82,500)	(61,558.53)	74.62%	over
Total Expenses	126,539	128,530.47	120,556	38,475.56	31.92%	under
Total Waterfront Development	47,739	39,816.59	38,056	(23,082.97)	-60.66%	under
Total CS Revenue	(2,460,521)	(2,751,528.20)	(2,637,463)	(1,339,387.15)	50.78%	over
Total CS Expenditures	4,166,604	4,448,080.80	4,396,373	2,028,031.72	46.13%	under
TOTAL COMMUNITY SERVICES	1,706,083	1,696,552.60	1,758,910	688,644.57	39.15%	under