

# TOWN OF FORT FRANCES

## Planning & Development Executive Committee

### AGENDA - November 20, 2017 at 8:00 AM

#### MEETING - Civic Centre - Committee Room

	Page
1. <b><u>Call to Order</u></b> Session #35	
2. <b><u>Disclosure of pecuniary interest and the general nature thereof</u></b>	
3. <b><u>Approval of Previous Committee Minutes</u></b>	
3.1 Approval of October 16, 2017 meeting minutes.	2 - 3
4. <b><u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u></b>	
5. <b><u>In-Camera</u></b> None.	
6. <b><u>Items Referred from Council</u></b>	
6.1 Designate a Loading Zone –H&R Block - 500 BLK Portage Avenue.	4 - 6
7. <b><u>New Business</u></b>	
7.1 Designate a Handicap Parking Stall - Service Canada (300 BLK Scott Street).	7 - 9
7.2 Zoning Amendment of 608 Scott Street from C2 Light Commercial to R2 Type Residential.	10 - 20
7.3 First Draft of 2018 P&D Operating & Capitol Budgets.	21 - 30
8. <b><u>Outstanding Items</u></b>	
8.1 Citizen letters with concern to Section 3.31 in the Zoning By-Law 03-14.	31 - 32
9. <b><u>Information</u></b> None.	
10. <b><u>Non-agenda Items</u></b>	
11. <b><u>Adjourn / Next Meeting Date</u></b> Monday December 4, 2017.	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #34

October 16, 2017

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on October 16, 2017 from 8:00 a.m. to 9:18 a.m.

PRESENT: D. Kitowski, Chair, J. Caul, Councillor, J. Albanese, Councillor.

ALSO PRESENT: D. Brown, CAO, L. Slomke, Clerk, T. Dennis, CBO/Planner, P. Briere, Secretary, K. Stewart, Guest. N. Westover, Guest, D. Mihichuk, Guest (teleconference).

**1. Call to Order**  
Session #34

**2. Disclosure of pecuniary interest and the general nature thereof**  
None.

**3. Approval of Previous Committee Minutes**

- 3.1 Approval of October 2, 2017 meeting minutes.  
- Approved as presented.

**4. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**  
None.

**5. In-Camera**  
None.

**6. Items Referred from Council**

- 6.1 Multi-Residential Lots - Discussion/Direction.  
- A discussion was had on this item and the Planning and Development Executive Committee is recommending to defer the matter to Council and invite the individual to further discuss this item.

**7. Outstanding Items**

- 7.1 Request to Rename Colonization Road West.  
- After deputations by the guests in attendance at the meeting. A lengthy discussion was had on this item and the Planning and Development Executive Committee is recommending to receive the letter as information and take no further action.

**8. Non-agenda Items**  
None.

**9. Adjourn / Next Meeting Date - 0918am**  
Monday November 6, 2017.

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Executive Committee Chair

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Secretary, Planning & Development Executive  
Committee

Date: October 25, 2017

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

Re: Designate a Loading Zone in front of H&R Block.

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The By-Law Enforcement Department received a letter requesting a loading zone in front H&R Block for use by their clients.

This office fully supports this type of request, as similar requests have been approved in past years at other locations on Scott Street and the side streets within the downtown core. There is a parking stall currently located directly in front of H&R Block that can easily be designated and not interfere with any other business. I have attached a map to show location of the stall.

We are asking that The Planning & Development Executive Committee recommend that Council approve a Loading Zone for H&R Block commencing from a point 8m North of Scott Street, continuing Northerly on Portage Avenue for a distance of 6.75m with the appropriate fee being paid in accordance with the Fee Schedule By-Law #55/16 as amended and that the Traffic Control By-Law be amended to as well. The prorated fee for 2017 will be \$37.45 and then the full fee will be applied in 2018 when regular billing is mailed.

Respectfully submitted,

Original Signed By

Patrick Briere  
By-Law Enforcement Officer









## **H&R BLOCK**

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H&R Block Fort Frances  
Box 211, 302-C Scott Street  
Fort Frances, ON P9A 3M6

October 19, 2017

Mayor and Council  
The Corporation of the Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON P9A 3P9

Dear Mayor and Council:

### **Re: Private parking space**

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This letter is regarding the on-street public parking space on Portage Avenue at Scott Street, directly in front of the entrance to H&R Block Fort Frances.

I am requesting that this parking space be changed from on-street parking to a privately-rented parking space, in order to provide an easily accessible on-site parking space for our clients.

Best regards,

Aaron Petrin  
Franchise Owner

Date: November 10<sup>th</sup>, 2017

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

Re: Designate a Handicap Parking Stall in front of Service Canada.

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The By-Law Enforcement Department received a letter requesting a loading zone in front of Service Canada for use by their clients.

This office fully supports this type of request, as similar requests have been approved in past years at other locations on Scott Street and the side streets within the downtown core. There is a parking stall currently located directly in front of Service Canada that can easily be designated and not interfere with any other business. This stall will also assist those with disabilities better access to Service Canada and the CBSA Office. I have attached a map to show location of the stall.

We are asking that The Planning & Development Executive Committee recommend that Council approve a Handicap Parking Zone for Service Canada commencing from a point 8m East of Scott Street, continuing Easterly on Scott Street for a distance of 6.75m and that the Traffic Control By-Law be amended as well.

Respectfully submitted,

Original Signed By

Patrick Briere  
By-Law Enforcement Officer

## Tyson Dennis

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**From:** Mitch St Onge <Mitch.StOnge@bgis.com>  
**Sent:** Tuesday, October 31, 2017 8:29 AM  
**To:** Tyson Dennis  
**Subject:** 301 Scott Street Fort Frances

Good morning,

I would like to request that a Mobility Impaired parking spot be provided in front of the 301 Scott Street building. Currently there are MI spaces at the rear of the building but this yields a great distance for MI clientele to access the Service Canada office. We have received multiple complaints from the community and would ask that the city of Fort Frances aid us in providing proper parking to access this community service.

If you are not the right person to contact in regards to this request, could you kindly forward this email the proper authority.

Thank you for your time.

**Mitch St-Onge**  
**Property Manager**  
RP-1 Account - NW Ontario

**BGIS**  
221 Archibald Street North, Suite 112  
Thunder Bay, ON P7C 3Y3  
C: 807-707-2582  
O: 807-623-5763  
[mitch.stonge@bgis.com](mailto:mitch.stonge@bgis.com)  
[www.bgis.com](http://www.bgis.com)



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Scott Street

Portage Avenue





Date: November 15, 2017

Report To: Planning and Development Executive Committee

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

**Re Zoning Amendment of 608 Scott Street from C2 Light Commercial to R2 Type Residential**

An application was received by the Planning and Development Division for an application of rezoning 608 Scott Street. The current zoning designation is C2 (Light Commercial). The application requests to change the zoning to R2 (Residential Type Two).

Along with the zoning application, a deeming application for properties 604 and 608 was submitted. This would make allow for the property of 608 Scott Street to have proper off street designated parking and proper zoning requirements met in respect to the Zoning By-Law 03/14.

The application was on the Committee of Adjustments agenda at the October 25, 2017 meeting. The Committee of Adjustment had the opportunity to hear the applicant's reasoning for changing the zoning from C2 to R2. As the building already houses two apartments and one small commercial space, the owner of the property wishes to increase the rental units from two residential to three, by renovating the commercial space to residential. The owner is retiring and no longer needs the commercial space. With an increased demand for residential rental units in Fort Frances, makes this a great opportunity. The changes are appropriate within the Provincial Policy Statement and the Official Plan of Fort Frances. The Committee agreed the change in zoning designation made sense. The Committee of Adjustment made the recommendation to deem 604/608 Scott Street and change the Zoning Designation to R2 at 608 Scott Street.

A 20-day public appeal period for the application of the Re-Zoning started on October 26, 2017 and ended November 14, 2017. There were no appeals filed during this time.

To finalize the application for a Zoning Amendment from C2 to R2, deeming of 604/608 Scott Street will be completed and a Zoning Amendment will be passed by Council. I have attached a draft Zoning Amendment. Once the Deeming and Zoning Amendment have been approved, the application will be complete and registered on title with conditions as stated by Council.

Please examine the draft Zoning Amendment and approve as submitted or as per changes requested.

Respectfully submitted,

Originally Signed By,

Tyson Dennis

Chief Building Official / Municipal



**Town of Fort Frances**

320 Portage Avenue

Fort Frances, On P9A 3P9

T: 807-274-5323

F: 807-274-8479

The Planning Act, RSO 1990, as amended (O'Reg. 545/06)

[www.fort-frances.com](http://www.fort-frances.com)

**Notice of Public Record:**

In accordance with section 1.0.1 of the Planning Act, RSO, 1990, all information and materials required in support of your application shall be made available to the public.

**Complete Application:**

All applicable sections of the application form must be completed. An incomplete application will be returned. For assistance, contact the Planning Department by phone at 807-274-5323 ex. 252 or by email at [trob@fort-frances.com](mailto:trob@fort-frances.com).

**APPLICATION TYPE (check one)**

- ☒ Zoning By-Law Amendment (section 34)
 ☐ Removal of Holding Provision (section 36)
 ☐ Removal of Interim Control By-Law (section 38)
 ☐ Temporary Use By-Law (section 39)

1. The name, address, telephone number and email address (if any) of the Applicant:

Paul Noonan 608-A Scott Street Fort Frances P9A 1H6 807-275-9682 [paulnoonan611@hotmail.com](mailto:paulnoonan611@hotmail.com)

2. If known the names and full addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land:

Paul Noonan and Candace Cole 608-A Scott Street Fort Frances P9A 1H6 807-275-9682  
[paulnoonan611@hotmail.com](mailto:paulnoonan611@hotmail.com)

3. The current Official Plan designation of subject land:

Employment

4. Describe how the application conforms to the official plan of the municipality?

The Official Plan designation of Employment still constitutes Residential Type 2 (R2) zoning for the area.

5. The current zoning of the subject land:

General Commercial (C2)

6. The nature and extent of the rezoning requested: [Change from C2 to R2 Residential Type 2. Change existing commercial use, to a residential living area.](#)



7. The reason why the rezoning is requested.					
Existing commercial use on main floor of the building to be changed into residential area with proper OBC regulations. Keep the existing 2 residential units and make the front portion of the main floor an apartment. This would make the building have three residential units.					
8. Is the subject land within an area where the municipality has pre-determined minimum & maximum density requirements or minimum or maximum height requirements?					
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, provide information relative to these requirements.					
There are no pre-determined minimum density requirements. There are height requirements for structures. The existing structures on the site are compliant with zoning requirements.					
9. The description of the subject land, such as the municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number:					
608 Scott Street. PLAN ALB E33FT LOT 430 PCL;430-2					
10. The frontage, depth and area of the subject land (in metric):					
Frontage:	33'	Depth:	150'	Area:	4950' sq
11. Is the application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?					
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, provide details of the official plan that deals with the matter					
12. Is the application to remove land from an area of employment?					
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, provide details of the official plan that deals with the matter.					
13. Is the subject land within an area where zoning with conditions may apply?					
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, provide an explanation of how the application conforms to the official plan policies relating to zoning with conditions					

14. Is access to the subject land by provincial highway, a municipal road that is maintained all year or seasonally, another public road or a right of way or by water?	
Access to this property is from a municipal road and alley way. 604 and 608 Scott Street have been applied for to be deemed. Additional parking and access to property will be provide once deemed as one property.	
15. If access to the subject land is by water only, provide details of the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public land:	
16. Existing uses of the subject land:	
Existing uses of the subject land is General Commercial with residential units above and behind commercial space. Two residential rental units, and one commercial unit on main floor of building.	
17. Are there any buildings or structures on the subject land: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
18. If answer to question 17 is yes, provide, for each building or structure, the type of building or structure and the setback from the front lot lines, rear lot line and side lot lines, the height in metres of the building or structure and the dimensions or floor area of the building or structure:	
608 Scott street has a large building used for commercial and residential use. The set backs are as follows: Front 0m, left side 0m, right side 1m, rear 16m, height 8.5m, area 212m2 . Accessory building front 8m, left side 2.5m, right side 1m, rear 0m, height 3.5m, area 35m2.	
19. The proposed uses of the subject land:	
Residential apartments. Have three units. Two on main floor and one unit above the other units.	
20. Are any buildings or structures proposed for the subject land? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
21. If answer for question 20 is yes, provide, for each building or structure, the type of building or structure proposed, the setback from the front lot line, rear lot line and side lot lines, the height in metres of the building or structure and the dimensions or floor area of the building or structure:	
22. If known,	
a. the date the subject land was acquired by the current owner:	October 1, 2016
b. the date existing buildings or structures on the subject land were constructed: Garage was 1964 Building was 2002.	

c. the length of time that the existing uses of the subject land have continued: <u>The building was all commercial. In 2009 partial renovation was undertaken for residential rental apartments and commercial space.</u>	
23. Water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake or other water body or by other means:	
<u>Water and sewer is municipally owned.</u>	
24. Whether sewage disposal is provided to the subject land by a publicly owned and operated piped sewage disposal system, a privately owned and operated individual or communal septic system, a privy or other means:	
<u>Water and sewer is municipally owned</u>	
25. If the application permits development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed, a servicing options report, and a hydrogeological report are required. Are these reports attached?	
a. a servicing options report,	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
b. a hydrogeological report	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
26. Indicate whether storm drainage is provided by sewers, ditches, swales or other means:	
<u>Storm water is sewers and a ditches off alley way are used for storm water.</u>	
27. If known,	
a. is the subject land the subject of an application under the Act for approval of a plan of subdivision or a consent: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, provide file number and status of the application:	
b. has the subject land ever been the subject of an application under Section 34 of the Act: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, provide file number and status of the application:	
c. has the subject land ever been the subject of a Minister's Zoning Order? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, provide Ontario Regulation number of the Order:	



28. A sketch showing, in metric units, the following:

- a. the boundaries and dimensions of the subject land.
- b. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the lot lines.
- c. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to it, and that in the applicant's opinion, may affect the application (*for examples buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks*).
- d. The current uses on land that is adjacent to the subject land.
- e. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way.
- f. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- g. The location and nature of any easement affecting the subject land.

29. Is the application for an amendment to the zoning by-law consistent with the policy statements issued under subsection 3(1) of the Act. Yes ☐ No ☒

30. Is the subject land within an area of land designated under any provincial plan or plans? Yes ☐ No ☒

31. If answer to question 30 is yes, does the application conform to the applicable provincial plan or plans? Yes ☐ No ☐

32. An affidavit or sworn declaration by the applicant that the information required under this Schedule and provided by the applicant is accurate.

DECLARATION  
Of Applicant or Authorized Agent

I, Paul Noonan of the Town of Fort Frances, in the District of Rainy River  
solemnly declare that:

All the statements contained in this application are true and I make this solemn declaration  
conscientiously believing it to be true and knowing that it is of the same force and effect as if made under  
oath and by virtue of the Canada Evidence Act.

DECLARED before me at the

Town of Fort Frances, in the

District of Rainy River, this 29

day of September 2017

)  
)  
)  
)  
)  
)  
)



Signature of Applicant or  
Authorized Agent



**Elizabeth Slomke, a Commissioner, etc.,  
District of Rainy River, for the Corporation  
of the Town of Fort Frances.**  
Signature of Commissioner etc.

**PLEASE NOTE:**

1. *The Owner must complete the Owner's Consent.*
2. *If the applicant is not the Owner, the application must be accompanied by an Authorization of Owner.*
3. *12 copies of this application are required for processing accompanied by the required fee as outlined in current user fee by-law.*
4. *Application and fee to be filed with the Municipal Planner*
5. *It takes approximately 3 months to complete the process for a Zoning Amendment Application.*
6. *It is strongly recommended that you consult with the Municipal Planner to ensure the timelines of your application coincide with your development proposal.*

COMPLETE IF APPLICANT IS THE OWNER

OWNER'S CONSENT

I, Paul Noonan, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

Date

Sept 29/2017

Signature of Owner

Paul Noonan

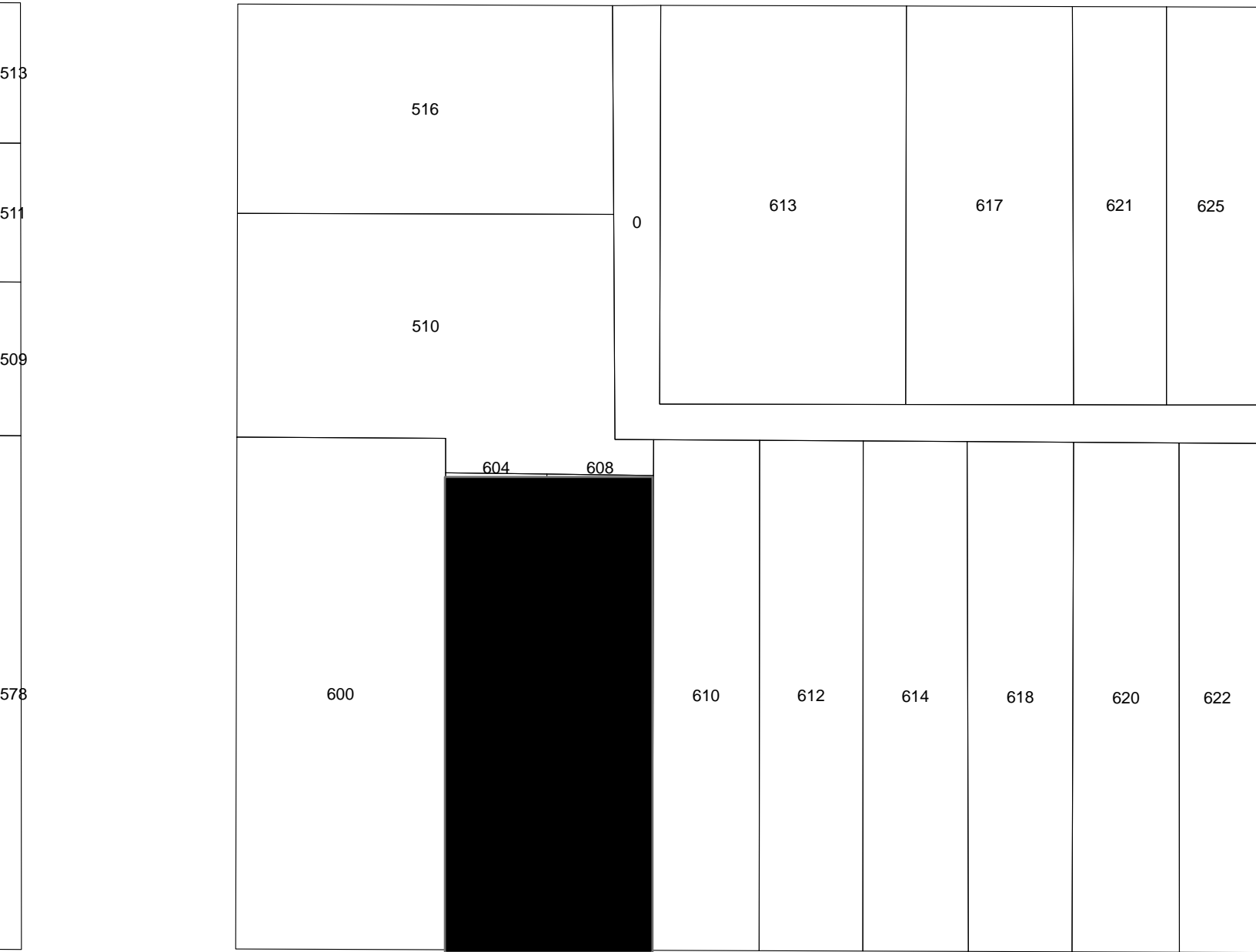
COMPLETE IF APPLICANT IS NOT THE OWNER

AUTHORIZATION OF OWNER

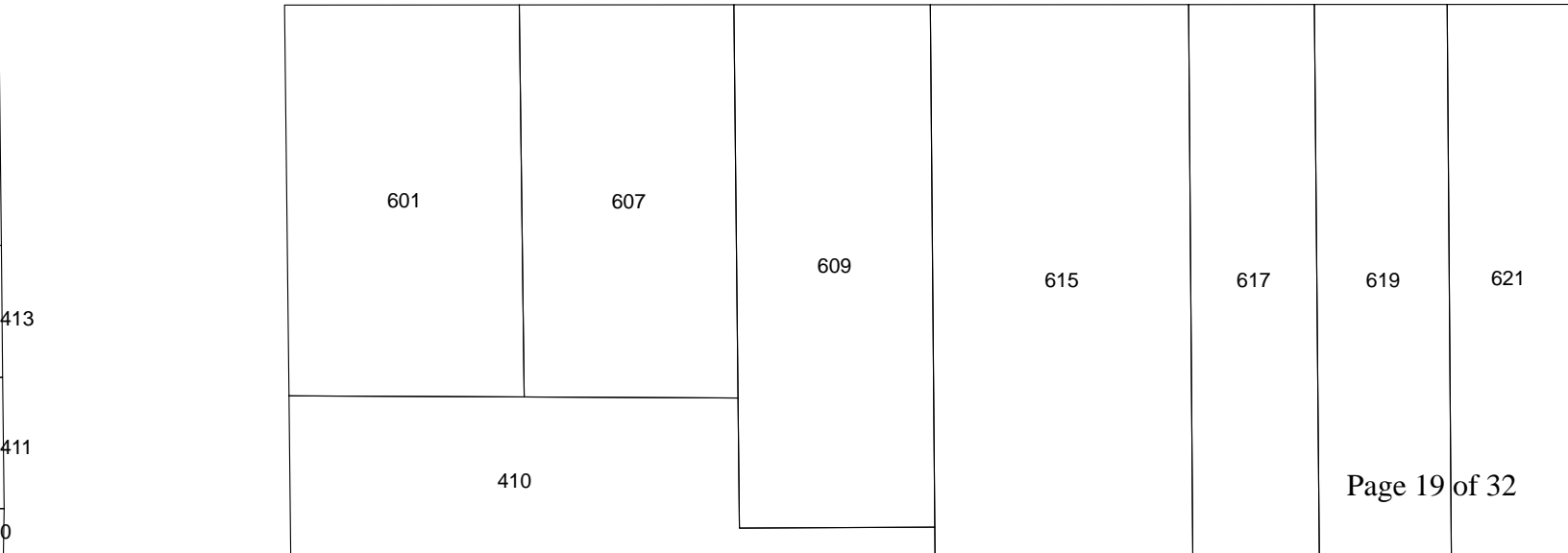
I, \_\_\_\_\_, am the owner of the land that is the subject of this application for zoning amendment and, for the purpose of processing and the Freedom of Information and Protection of Privacy Act, I authorize \_\_\_\_\_ to act as my agent for this application and provide any of my personal information that will be included in this application or collected during the processing of the application and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application

Date

Signature of Owner



**608 Scott Street**



**TOWN OF FORT FRANCES**  
**By-Law 03/14 – D**

(Being a By-Law to amend Zoning By-Law #03/14, as amended, *The Planning Act*, Section 34 – 608 Scott Street, Fort Frances, ON.)

**WHEREAS** Council wishes to rezone the subject property partially from Open Space to an entirety of the property to Institutional for future development of the land.

**AND WHEREAS** in accordance with Section 34(12) of the Planning Act, a Public Meeting was held on Wednesday October 25, 2017 to consider the subject Zoning By-Law Amendment, with proper notice given to the public according to Ontario Regulation 545/06.

**AND WHEREAS** at its meeting held November 27, 2017, Council approved the Report and recommendation of the Municipal Planner, supported by the Planning and Development Executive Committee and the Committee of Adjustment, that the application be approved.

**NOW THEREFORE** the Council of the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. Town of Fort Frances Zoning By-Law #03-14 be amended to change the zoning of the property known as 608 Scott Street from *Light Commercial (C2)* to *Residential Type Two (R2)* of its entirety.
2. That is By-Law shall come into force and take effect upon the final passing thereof by the Clerk as there were no appeals filed within the (20) days from the date of public notice of the application passing November 27, 2017.

**READ THREE TIMES and passed in open Council November 27, 2017.**

\_\_\_\_\_  
R. Avis, Mayor

\_\_\_\_\_  
E. Slomke Clerk



November 15, 2017

Report To: Planning & Development Executive Committee Members

From: Doug Brown, Manager Operations & Facilities

SUBJECT: **First Draft of 2018 Operating & Capital Budget for Planning Development Dept.**

A meeting is scheduled for Monday, November 20, 2017 to review draft one of the Planning & Development Dept. Operating and Capital Budget for 2018. In order to ensure that the Planning & Development Executive Committee has a full understanding of how the proposed budget was developed it is pertinent that the enclosed documentation is reviewed and fully understood by each member of the committee.

**Some Major Highlights are as follows:**

- Approximate a 2.0% increase in insurance costs
- 0% increase in diesel and gasoline costs
- 1.5% increase in labour costs distributed throughout the budget
- 0% increase in natural gas costs
- 2% increase in hydro costs for Civic Center & the Animal Shelter
- 1.5% increase in user fees and charges are reflected in the document at this time.
- 2.6 % increase in water & sewer rates
- In 2016 Planner & CBO positions combined into one position working 8 hours per day. In 2017 – 70 % of the time for this position has been budgeted for CBO duties and the remaining 30% for planner duties. In 2018 – refined budget for time allotment for this position based on a 60/40 split instead of 70/30 as used in 2017.

The remainder of this report explains how the budget documentation should be used.

- **The Planning & Development Dept. - 2018 Operating Budget is broken down into four (4) areas;**
  - 1) By-law Enforcement – Revenue Administration Expenditures, Vehicle and Animal Shelter
  - 2) Building – self explanatory
  - 3) Planning- self explanatory
  - 4) Civic Center Building & Grounds plus Parking lots

Attached is an operating budget reconciliation spreadsheet No. 1 (1- page) outlining the major variances in the budgeted amount from 2017 to 2018 for each sub-section for each of the four (4) areas. Also outlined there are explanatory notes highlighting the major factors contributing to the variances. In order to fully appreciate how the 2018 budgeted amounts have been determined, please review the Spreadsheet No. 2 (6 pages) Planning & Development budget document. These spreadsheets also include explanatory notes.

- **Planning & Development Dept. 2018 Capital Budget**

See attached spreadsheet No. 3 (1-page) for capital listing for 2018.

### **Summary**

Hopefully the information attached in this document will aid you in understanding the 2018 Planning & Development dept. Budget. If you have any questions prior to the scheduled meeting please feel free to contact me. This report has been prepared for the Planning & Development Executive Committee to better understand how the 2018 budget was assembled.



Doug Brown, P. Eng.  
CAO

c.c. - Laurie Witherspoon, Treasurer

2017NovP&D2018

# Spreadsheet No. 3 - 2018 Planning and Development Capital Budget

2018  
Budget Cost

## By-Law Area

1	Tablet Device to interface with new diamond software	\$6,500.00
2	Desk Replacement	\$4,000.00

Subtotal By-Law \$10,500.00

## Building/ Planning Area

3	GIS Capital Portion	\$763.30
4	Desk Replacement	\$3,500.00
5	Camera and Tablet device for on-site building permit inspection reporting	\$2,000.00

Sub-total Building & Planning \$6,263.30

## Civic Centre Building/Administration Area

6	upgrades to both the Downstairs committee room and Council Chambers - sound and IT equipment (installation of smart boards)	\$20,000.00
7	Continuation of for up-grading Floor Civic center administration front desk area, hallways	\$30,000.00
8	New adminiustration Vehicle - Old Administration vehicle transfer to CBO	\$38,000.00
9	Continuation of Access Control FOBS - 11 additional Doors	\$16,000.00

Subtotal Civic Centre Building \$104,000.00

10	Old Rainy Lake Hotel Site Development - Market - 2017 Carryover outstanding work - asphalt parking spaces, skateboard deterrents & Wireless cameras	\$51,000.00
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**TOTAL 2018 P&D CAPITAL \$171,763.30**

Spreadsheet No. 1 - Planning & Development Dept.- 2018  
Operating Budget Reconciliation

		2014	2015	2016	2016		2017	2017	2018	2018-2017	Draft 1 -2018 as of November of 2017
		Actuals	Actuals	Budget Approved	Actuals 31-Dec-16	3 year Average 2014, 2015 & 2016	Budget Approved	Actuals 31-Oct-17	Budget Forecasted	Variance	Remarks
<b>By-law Enforcement</b>											
Administration	G-271-0330	Revenue	(\$18,970)	(\$15,326)	(\$18,700)	(\$25,491)	(\$19,929)	(\$20,664)	(\$24,403)	(\$19,084)	\$1,580
Administration	G-271-1101	Expenditure	\$145,117	\$150,516	\$156,140	\$157,994	\$151,209	\$162,249	\$135,842	\$163,299	\$1,049
Vehicles	G-271-2910		\$4,309	\$4,410	\$5,132	\$4,095	\$4,272	\$5,055	\$2,194	\$5,057	\$2
Animal Shelter	G-334-2912		\$8,507	\$27,100	\$10,144	\$6,936	\$8,819	\$9,105	\$3,776	\$8,658	(\$447)
S/T			\$138,963	\$166,701	\$152,716	\$143,534	\$144,371	\$155,745	\$117,409	\$157,929	\$2,184
<b>Building</b>											
Administration	G-813-0330	Revenue	(\$61,328)	(\$67,718)	(\$48,500)	(\$78,532)	(\$69,193)	(\$57,495)	(\$80,796)	(\$66,456)	(\$8,961)
Administration	G-813-1101	Expenditure	\$34,157	\$62,658	\$105,170	\$116,962	\$71,259	\$76,574	\$53,329	\$68,383	(\$8,191)
Vehicles	G-813-2910		\$1,789	\$2,988	\$2,434	\$1,183	\$1,987	\$2,696	\$1,708	\$2,671	(\$25)
S/T			-\$25,382	-\$2,072	\$59,104	\$39,613	\$4,053	\$21,775	-\$25,758	\$4,598	-\$17,178
<b>Planning</b>											
Administration	G-815-0330	Revenue	(\$11,249)	(\$11,033)	(\$6,500)	(\$8,716)	(\$10,333)	(\$6,700)	(\$19,178)	(\$7,373)	(\$673)
Administration	G-815-1101	Expenditure	\$158,288	\$158,197	\$115,123	\$681,355	\$332,613	\$54,819	\$50,660	\$62,336	\$7,517
S/T			\$147,039	\$147,164	\$108,623	\$672,639	\$322,281	\$48,119	\$31,482	\$54,963	\$6,844
<b>Civic Center</b>											
Administration	G-150-0330	Revenue	(\$95,970)	(\$96,863)	(\$101,284)	(\$100,301)	(\$97,711)	(\$105,959)	(\$88,218)	(\$105,959)	\$0
Administration	G-150-1200	Expenditure	\$167,498	\$170,268	\$179,678	\$183,332	\$173,700	\$220,677	\$157,977	\$223,602	\$2,925
S/T			\$71,528	\$73,406	\$78,394	\$83,031	\$75,988	\$114,718	\$69,759	\$117,643	\$2,925
<b>Total Revenue</b>			(\$187,518)	(\$190,939)	(\$174,984)	(\$213,041)	(\$197,166)	(\$190,818)	(\$212,595)	(\$198,872)	(\$8,054)
<b>Total Expenditures</b>			\$519,666	\$576,138	\$573,821	\$1,151,857	\$743,858	\$531,176	\$405,488	\$534,006	\$2,830
<b>Net Operating Budget</b>			\$332,148	\$385,199	\$398,837	\$938,817	\$546,693	\$340,358	\$192,892	\$335,133	-\$5,224



Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	ACCOUNT #	Actual to December 31/14	Actual to December 31/15	Actual to December 31/16	3 Year Average - 2014, 2015 & 2016	2017 Approved	Actual to October 31/17	2018 OPERATING FORECAST Draft No. 1	Variance 2018-2017	2018 Budget - As of November 2017	Remarks
By-Law Enforcement												
REVENUE												
Parking Meter Collections	10-040-0440-0310-40598	G-271-0310-0598	(\$713.49)	(\$1,101.95)	(\$837.75)	(\$884.40)	(\$900)	(\$1,928)	(\$914)	(\$14.00)		Only 7 working Parking Meters in Town - cash revenue from meters Also includes revenue from parking lot behind post office
Loading Zone Fees	10-040-0440-0310-40599	G-271-0310-0599	(\$2,199.50)	(\$2,292.17)	(\$2,570.20)	(\$2,353.96)	(\$2,500)	(\$2,985)	(\$2,538)	(\$38.00)		9 loading zones paying annual fees
Monthly Parking Fees	10-040-0440-0310-40601	G-271-0310-0601	(\$2,290.77)	(\$2,290.77)	(\$7,112.86)	(\$3,898.13)	(\$4,000)	(\$8,242)	(\$3,957)	\$43.00		8 monthly customers
Expense Recoveries	10-040-0440-0310-40589	G-271-0330-0589	(\$2,641.42)	(\$596.38)	(\$1,275.39)	(\$1,504.40)	(\$1,500)	(\$40)	\$0	\$1,500.00		Work on Private Property to meet Property Standard-Cost recovery basis. In 2018 revenue going directly into expenditure account - contracted services based on directing from Treasurer
Dog Tags	10-040-0440-0410-40725	G-271-0410-0725	(\$866.20)	(\$850.35)	(\$561.75)	(\$759.43)	(\$915)	(\$825)	(\$813)	\$102.00		Based on 3 year average
Bicycle Licenses		G-271-0410-0726										
By-Law Fines	10-040-0440-0410-40811	G-271-0410-0811	(\$9,657.00)	(\$7,291.00)	(\$12,383.00)	(\$9,777.00)	(\$10,000)	(\$9,815)	(\$10,150)	(\$150.00)		Main fines are OPP HTA , Parking, Noise & Dogs at large infractions
Impound Fees	10-040-0440-0430-40591	G-271-0430-0591	(\$602.00)	(\$903.00)	(\$600.50)	(\$701.83)	(\$849)	(\$560)	(\$712)	\$137.00		Based on 3 year average
Donations	10-040-0440-0430-40632	G-271-0430-0632			(\$150.00)	(\$50.00)		(\$9)				
Total Revenue			(\$18,970.38)	(\$15,325.62)	(\$25,491.45)	(\$19,929.15)	(\$20,664)	(\$24,403)	(\$19,084)	\$1,580		
EXPENDITURES												
Administration												
Distributed Salaries/Wages		G-271-1101-1110	-\$920.48	-\$402.22		(\$440.90)	\$0.00			\$0.00		
Distributed Benefits		G-271-1101-1111	-\$295.67	-\$134.66		(\$143.44)	\$0.00			\$0.00		
Overtime/Shift/Recall	10-040-0440-1101-60013	G-271-1101-1113	\$96.17			\$32.06				\$0.00		
Sick Leave		G-271-1101-1114	\$1,038.47	\$1,735.94	\$1,066.11	\$1,280.17				\$0.00		
Vac, Stats, Holidays		G-271-1101-1115	\$14,505.30	\$15,653.13	\$16,311.50	\$15,489.98				\$0.00		
Salaries/Wages	10-040-0440-1101-60010	G-271-1101-1120	\$91,793.37	\$94,685.36	\$99,099.82	\$95,192.85	\$114,992.98	\$106,075.92	\$116,461.80	\$1,468.82		Includes on 24 Stat, 4 Floaters, 47 Vacation days & 6 sick days
Disability - STD/LTD		G-271-1101-1121	\$4,656.94	\$4,543.52	\$4,712.94	\$4,637.80				\$0.00		
WSIB	10-040-0440-1101-60055	G-271-1101-1122	\$2,406.34	\$3,198.16	\$3,410.90	\$3,005.13	\$3,507.21	\$2,813.98	\$3,726.78	\$219.57		
CPP	10-040-0440-1101-60025	G-271-1101-1123	\$4,746.68	\$4,924.78	\$5,290.86	\$4,987.44	\$5,088.60	\$4,294.41	\$5,128.20	\$39.60		
EI	10-040-0440-1101-60030	G-271-1101-1124	\$2,227.49	\$2,278.10	\$2,412.01	\$2,305.87	\$2,038.63	\$1,898.75	\$1,978.43	(\$60.20)		
Dental, Vision, Extend Health		G-271-1101-1125	\$4,509.46	\$5,340.16	\$4,860.18	\$4,903.27				\$0.00		
O.M.E.R.S	10-040-0440-1101-60035	G-271-1101-1126	\$9,922.04	\$10,252.85	\$11,088.86	\$10,421.25	\$10,640.18	\$8,170.07	\$10,809.82	\$169.64		
Life Insurance		G-271-1101-1127	\$682.80	\$675.48	\$687.99	\$682.09				\$0.00		
EHT	10-040-0440-1101-60040	G-271-1101-1129	\$2,094.81	\$2,165.44	\$2,304.47	\$2,188.24	\$2,242.36	\$1,634.63	\$2,271.01	\$28.65		
Employer Benefits	10-040-0440-1101-60050					\$0.00	\$12,297.74	\$7,419.96	\$11,905.51	(\$392.23)		Manulife & Sunlife combined
Communications	10-040-0440-1200-71251	G-271-1200-1251	\$566.65	\$566.16	\$606.88	\$579.90	\$550.00	\$244.24	\$650.00	\$100.00		
Postage, Freight, Courier	10-040-0440-1200-71252	G-271-1200-1252		\$8.75	\$33.10	\$13.95				\$0.00		
Transfer to MTO	10-040-0440-1200-71256	G-271-1200-1256	\$511.50	\$379.50	\$396.00	\$429.00	\$481.25	\$569.25	\$429.00	(\$52.25)		3 year average
Memberships	10-040-0440-1200-71260	G-271-1200-1260	\$222.00	\$223.00	\$239.00	\$228.00	\$250.00	\$140.00	\$250.00	\$0.00		Ontario Property Officers Association & Municipal Law enforcement Officer Association Annual membership fees
Subscriptions & Publications	10-040-0440-1200-71261	G-271-1200-1261	\$298.52	\$670.51	\$396.06	\$455.03	\$500.00	\$578.89	\$500.00	\$0.00		Carswell Publications: Copy of POA & updates during the year
Office Supplies	10-040-0440-1400-71410	G-271-1400-1410	\$1,104.05	\$1,099.59	\$1,494.42	\$1,232.69	\$1,300.00	\$753.17	\$1,300.00	\$0.00		
Materials	10-040-0440-1400-71471	G-271-1400-1471	\$328.84	\$135.45	\$170.36	\$211.55				\$0.00		
Clothing - Uniforms Coveralls	10-040-0440-1400-71480	G-271-1400-1480	\$274.65	\$334.69	\$523.56	\$377.63	\$750.00	\$533.06	\$500.00	(\$250.00)		Winter Jackets & Boots to be replaced in 2017 only work boots and uniform budgeted for in 2018
Meter Repairs/Maintenance	10-040-0440-1500-71515	G-271-1500-1515			\$553.58	\$184.53				\$0.00		
Contracted Services	10-040-0440-1500-71523	G-271-1500-1523	\$3,182.79	\$1,355.37	\$1,245.12	\$1,927.76	\$2,500.00	\$444.96	\$2,500.00	\$0.00		Contractor costs to work & to tow vehicles to ensure property standards are met & enforced on private property. In 2018 revenue from property owners going directly into expenditure account as per direction from the Treasurer



Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	ACCOUNT #	Actual to December 31/14	Actual to December 31/15	Actual to December 31/16	3 Year Average - 2014, 2015 & 2016	2017 Approved	Actual to October 31/17	2018 OPERATING FORECAST Draft No. 1	Variance 2018-2017	2018 Budget - As of November 2017 Remarks
Conference & Courses	10-040-0440-1500-71531	G-271-1500-1531		\$40.26	\$619.40	\$219.89	\$4,000.00		\$4,000.00	\$0.00	Municipal Law & Enforcement Course out of Town and several webinars. In 2017 courses cancelled in Thunder Bay rescheduled in 2018. Won't travel to southern Ontario for courses weekend coverage animal shelter 3 year average- 2014, 2015 & 2016
Mileage	10-040-0440-1500-71533	G-271-1500-1533	\$139.83	\$95.65	\$122.62	\$119.37	\$200.00	\$97.87	\$200.00	\$0.00	
Advertising & Public Notices	10-040-0440-1500-71591	G-271-1500-1591	\$1,024.89	\$691.51	\$348.32	\$688.24	\$910.28	\$172.50	\$688.00	(\$222.28)	
			\$145,117.44	\$150,516.48	\$157,994.06	\$151,209.33	\$162,249.23	\$135,841.66	\$163,298.55	\$1,049.32	
<b>Vehicles</b>											
Distributed Salaries/Wages		G-271-2910-1110	\$472.45	\$674.66	\$715.34	\$620.82				\$0.00	
Distributed Benefits		G-271-2910-1111	\$155.90	\$222.64	\$236.05	\$204.86				\$0.00	
Salaries Full Time	10-040-0440-2910-60010					\$0.00				\$0.00	
Overtime	10-040-0440-2910-60013					\$0.00				\$0.00	
Hourly Full Time	10-040-0440-2910-60015					\$0.00	\$700.00	\$122.81	\$700.00	\$0.00	O & F Mechanics based on 2015 actuals and 2016 to date
Hourly Part Time	10-040-0440-2910-60020					\$0.00				\$0.00	
Employer CPP	10-040-0440-2910-60025					\$0.00		\$5.49		\$0.00	
Employer EI	10-040-0440-2910-60030					\$0.00		\$2.41		\$0.00	
Employer OMERS	10-040-0440-2910-60035					\$0.00		\$11.13		\$0.00	
Employer EHT	10-040-0440-2910-60040					\$0.00		\$2.29		\$0.00	
Employer Benefits	10-040-0440-2910-60050					\$0.00	\$230.99	\$29.73	\$231.00	\$0.01	O & F Mechanics
Employer WSIB	10-040-0440-2910-60055					\$0.00		\$3.58		\$0.00	
Gas & Fuel	10-040-0440-2910-71418	G-271-2910-1418	\$2,564.62	\$2,092.35	\$1,593.93	\$2,083.63	\$3,000.00	\$1,431.71	\$3,000.00	\$0.00	Gas for By-law truck
Vehicle Parts & Maintenance	10-040-0440-2910-71451	G-271-2910-1451	\$197.83	\$504.37	\$962.14	\$554.78	\$500.00	\$36.84	\$500.00	\$0.00	Parts for Truck - replaced windshield in 2016
Insurance	10-040-0440-2910-71580	G-271-2910-1580	\$828.66	\$768.00	\$479.84	\$692.17	\$516.00	\$428.33	\$506.00	(\$10.00)	information provided by deputy treasurer
License	10-040-0440-2910-71582	G-271-2910-1582	\$90.00	\$148.00	\$108.00	\$115.33	\$108.00	\$120.00	\$120.00	\$12.00	Based on 2017 actual costs
			\$4,309.46	\$4,410.02	\$4,095.30	\$4,271.59	\$5,054.99	\$2,194.32	\$5,057.00	\$2.01	
<b>Animal Shelter</b>											
Distributed Salaries/Wages		G-272-1101-1110		\$52.38	\$50.55	\$34.31				\$0.00	
Distributed Benefits		G-272-1101-1111		\$17.28	\$16.68	\$11.32				\$0.00	
Salaries Full Time	10-040-0441-1101-60010					\$0.00				\$0.00	
Overtime	10-040-0441-1101-60013					\$0.00				\$0.00	
Hourly Full Time	10-040-0441-1101-60015					\$0.00	\$210.00		\$210.00	\$0.00	same as in 2016 & 2017
Hourly Part Time	10-040-0441-1101-60020					\$0.00		\$102.84		\$0.00	
Employer CPP	10-040-0441-1101-60025					\$0.00		\$4.37		\$0.00	
Employer EI	10-040-0441-1101-60030					\$0.00		\$2.25		\$0.00	
Employer OMERS	10-040-0441-1101-60035					\$0.00				\$0.00	
Employer EHT	10-040-0441-1101-60040					\$0.00		\$1.92		\$0.00	
Employer Benefits	10-040-0441-1101-60050					\$0.00	\$70.00		\$70.00	\$0.00	same as in 2016 & 2017
Employer WSIB	10-040-0441-1101-60055					\$0.00		\$3.03		\$0.00	
Equipment Rentals - Owned	10-040-0441-1101-71540	G-272-1101-1540		\$12.50		\$4.17	\$200.00		\$200.00	\$0.00	same as in 2016 & 2017
Hydro Charges	10-040-0441-1400-71420	G-272-1400-1420	\$1,880.50	\$1,547.75	\$1,274.36	\$1,567.54	\$1,458.00	\$825.26	\$1,487.16	\$29.16	FFPC forecast 2.8% decrease in rates in 2017. Also full year with new dog pound in 2016. For 2018 used 2% increase over 2017 budgeted amount used a 2.6 % increase over 2017 budgeted amount
Water & Sewer Charges	10-040-0441-1400-71421	G-272-1400-1421	\$1,241.52	\$1,272.72	\$1,444.79	\$1,319.68	\$1,292.00	\$906.40	\$1,325.59	\$33.59	
Janitorial Supplies	10-040-0441-1400-71470	G-272-1400-1470	\$342.03	\$751.43	\$377.45	\$490.30	\$500.00	\$31.93	\$500.00	\$0.00	
Materials/Supplies	10-040-0441-1400-71471	G-272-1400-1471	\$86.13	\$1,814.11	\$235.92	\$712.05	\$400.00	\$37.55	\$400.00	\$0.00	
Food & Meals	10-040-0441-1400-71491	G-272-1400-1491	\$362.55	\$246.53	\$401.90	\$336.99	\$400.00		\$400.00	\$0.00	
Euthanasia Expenses	10-040-0441-1400-71492	G-272-1400-1492	\$4,243.23	\$3,540.27	\$2,442.96	\$3,408.82	\$3,777.00	\$1,223.02	\$3,408.82	(\$368.18)	based on 3 year average- where getting shots locally and transferring to USA Humane Society in International Falls Cheaper and More Humane method of disposing of animals.
Contracted Services	10-040-0441-1500-71523	G-272-1500-1523	\$292.19	\$467.05	\$169.75	\$309.66	\$300.00	\$174.84	\$178.34	(\$121.66)	Annual Fee ESA - Electrical Safety Authority based on 2017 actual Plus 2% increase
Repairs & Maintenance	10-040-0441-1500-71545	G-272-1500-1545	\$27.78	\$1,220.68		\$416.15		\$49.45	\$0.00	\$0.00	
Insurance	10-040-0441-1500-71580	G-272-1500-1580	\$30.75	\$71.64	\$302.07	\$134.82	\$498.00	\$413.57	\$478.00	(\$20.00)	information provided by deputy treasurer
Contribution to Capital	10-040-0441-1500-75350	G-271-1501-5350		\$16,085.60						\$0.00	Year End audit coding
			\$8,506.68	\$27,099.94	\$6,935.79	\$8,818.94	\$9,105.00	\$3,776.43	\$8,657.91	-\$447.09	
<b>Total Revenue</b>			(\$18,970.38)	(\$15,325.62)	(\$25,491.45)	(\$19,929.15)	(\$20,664.00)	(\$24,403.39)	(\$19,084.00)	\$1,580.00	
<b>Total Expenditures</b>			157,933.58	182,026.44	\$169,025.15	\$164,299.86	\$176,409	\$141,812	\$177,013	\$604	
<b>Total By-Law Enforcement</b>			138,963.20	166,700.82	\$143,533.70	\$144,370.71	\$155,745	\$117,409	\$157,929	\$2,184	
<b>Fight The Blight</b>											



Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	ACCOUNT #	Actual to December 31/14	Actual to December 31/15	Actual to December 31/16	3 Year Average - 2014, 2015 & 2016	2017 Approved	Actual to October 31/17	2018 OPERATING FORECAST Draft No. 1	Variance 2018-2017	2018 Budget - As of November 2017 Remarks
Distributed Salaries/Wages		G-275-1101-1110			\$13,292.82						
Distributed Benefits		G-275-1101-1111			\$2,839.20						
Equipment Rentals - Owned		G-275-1101-1540			\$7,227.33						
Contracted Works		G-275-1500-1523			\$6,702.02						
Advertising & Public Promotion		G-275-1500-1591			\$1,290.45						
Gasoline		G-275-2910-1418			\$499.21						
			0.00	0.00	\$31,851.03		\$0				
<b>Building Department REVENUE</b>											
Expense Recovery	10-040-0445-0430-40589	G-813-0430-0589		(\$1,189.99)		(\$396.66)				\$0.00	
Building Permits	10-040-0445-0430-40722	G-813-0430-0722	(\$57,720.26)	(\$62,397.03)	(\$76,686.87)	(\$65,601.39)	(\$55,809)	(\$79,942)	(\$65,601)	(\$9,792.39)	
Moving Permits	10-040-0445-0430-40723	G-813-0430-0723	(\$3,108.79)	(\$3,581.39)	(\$938.86)	(\$2,543.01)	(\$1,131)	(\$286)	(\$300)	\$831.00	
Other Misc. Permits	10-040-0445-0430-40728	G-813-0430-0728	(\$498.50)	(\$549.65)	(\$906.20)	(\$651.45)	(\$555)	(\$568)	(\$555)	\$0.00	
Contribution from Reserve Fund (Retirement)		G-813-0430-0952									
			(\$61,327.55)	(\$67,718.06)	(\$78,531.93)	(\$69,192.51)	(\$57,495)	(\$80,796)	(\$66,456)	(\$8,961)	
<b>EXPENDITURES</b>											
<b>Administration</b>											
Distributed Salaries/Wages		G-813-1101-1110	\$17,394.90	\$19,919.86	\$5,577.54	\$14,297.43				\$0.00	
Distributed Benefits		G-813-1101-1111	\$5,557.51	\$6,194.01	\$1,602.29	\$4,451.27				\$0.00	
Overtime/Shift/Recall	10-040-0445-1101-60013	G-813-1101-1113				\$0.00				\$0.00	
Leave (Ber, Sick, Other)		G-813-1101-1114			\$332.24	\$110.75				\$0.00	
Vac, Stats, Holidays		G-813-1101-1115		\$3,537.60	\$5,758.24	\$3,098.61				\$0.00	
Salaries/Wages	10-040-0445-1101-60010	G-813-1101-1120	\$178.56	\$13,049.14	\$57,219.54	\$23,482.41	\$45,957.88	\$34,294.97	\$41,668.97	(\$4,288.91)	
Salaries/Wages - Retirement		G-813-1101-1120				\$0.00				\$0.00	
Hourly Full Time	10-040-0445-1101-60015					\$0.00				\$0.00	
Disability - STD/LTD		G-813-1101-1121		\$394.06	\$1,851.43	\$748.50	\$0.00			\$0.00	Under Employer Benefits in G/L in 2017
WSIB	10-040-0445-1101-60055	G-813-1101-1122		\$364.02	\$1,987.85	\$783.96	\$1,401.72	\$988.26	\$1,333.41	(\$68.31)	
CPP	10-040-0445-1101-60025	G-813-1101-1123			\$3,255.12	\$1,085.04	\$1,781.01	\$1,518.27	\$1,538.46	(\$242.55)	
EI	10-040-0445-1101-60030	G-813-1101-1124			\$1,561.88	\$520.63	\$713.52	\$651.27	\$593.53	(\$119.99)	
Dental, Vision, Ext. Health		G-813-1101-1125		\$676.78	\$3,037.99	\$1,238.26	\$0.00			\$0.00	
OMERS	10-040-0445-1101-60035	G-813-1101-1126		\$1,383.60	\$7,361.84	\$2,915.15	\$4,557.77	\$3,188.92	\$4,225.59	(\$332.18)	
Life Insurance		G-813-1101-1127		\$59.04	\$266.04	\$108.36				\$0.00	
EHT	10-040-0445-1101-60040	G-813-1101-1129		\$246.46	\$1,343.18	\$529.88	\$896.18	\$600.34	\$812.54	(\$83.64)	
Employer Benefits	10-040-0445-1101-60050					\$0.00	\$5,466.18	\$3,012.31	\$4,385.82	(\$1,080.36)	
Communications	10-040-0445-1200-71251	G-813-1200-1251	\$673.88	\$559.77	\$619.36	\$617.67	\$800.00	\$455.70	\$700.00	(\$100.00)	
Postage, Freight, Courier	10-040-0445-1200-71252	G-813-1200-1252		\$100.87		\$33.62				\$0.00	Higher Costs in 2016 - 1231 Minnie Ave. Property No cost in 2017 as of October 20, 2017
Legal	10-040-0445-1200-71253	G-813-1200-1253		\$6,925.60	\$3,242.56	\$3,389.39	\$500.00		\$500.00	\$0.00	
Memberships	10-040-0445-1200-71260	G-813-1200-1260	\$435.96	\$735.58	\$982.98	\$718.17	\$900.00	\$388.42	\$900.00	\$0.00	
Subscriptions & Publications	10-040-0445-1200-71261	G-813-1200-1261	\$196.94	\$348.77	\$289.98	\$278.56	\$200.00	\$356.86	\$200.00	\$0.00	
Office Supplies	10-040-0445-1400-71410	G-813-1400-1410	\$548.81	\$581.51	\$561.19	\$563.84	\$600.00	\$519.45	\$600.00	\$0.00	
Clothing - Uniforms Coveralls	10-040-0445-1400-71480	G-813-1400-1480	\$104.51	\$43.34	\$154.67	\$100.84	\$200.00		\$600.00	\$400.00	
Computer Maintenance (H & S)	10-040-0445-1500-71502	G-813-1500-1502	\$5,088.01	\$5,088.01	\$4,324.81	\$4,833.61	\$5,100.00	\$4,324.80	\$4,324.80	(\$775.20)	Land Manager- based on 2017 actual costs- Possibility of significant cost reduction once City wide is fully operational. Meeting schedule in late November of 2017
Contracted Services	10-040-0445-1500-71527	G-813-1500-1527		\$1,190.59		\$396.86				\$0.00	
Conferences & Courses	10-040-0445-1500-71531	G-813-1500-1531	\$2,346.75		\$5,421.40	\$2,589.38	\$6,500.00	\$2,502.19	\$5,000.00	(\$1,500.00)	
Insurance Deductible	10-040-0445-1500-71581	G-813-1500-1581		\$586.03	\$9,413.97	\$3,333.33		\$0.00	\$0.00	\$0.00	
Advertising & Public Notices	10-040-0445-1500-71591	G-813-1500-1591	\$1,631.14	\$673.15	\$796.18	\$1,033.49	\$1,000.00	\$527.47	\$1,000.00	\$0.00	
			\$34,156.97	\$62,657.79	\$116,962.28	\$71,259.01	\$76,574.26	\$53,329.23	\$68,383.12	-\$8,191.14	
<b>Vehicle</b>											
Distributed Salaries/Wages		G-813-2910-1110	\$405.97	\$391.37		\$265.78				\$0.00	



Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	ACCOUNT #	Actual to December 31/14	Actual to December 31/15	Actual to December 31/16	3 Year Average - 2014, 2015 & 2016	2017 Approved	Actual to October 31/17	2018 OPERATING FORECAST Draft No. 1	Variance 2018-2017	2018 Budget - As of November 2017 Remarks
Distributed Benefits		G-813-2910-1111	\$133.97	\$129.15		\$87.71				\$0.00	Based on 2017 actuals  information provided by deputy treasurer
Salaries Full Time	10-040-0445-2910-60010					\$0.00		\$303.09		\$0.00	
Overtime	10-040-0445-2910-60013					\$0.00				\$0.00	
Hourly Full Time	10-040-0445-2910-60015					\$0.00	\$416.63		\$461.63	\$45.00	
Employer CPP	10-040-0445-2910-60025					\$0.00		\$20.80		\$0.00	
Employer EI	10-040-0445-2910-60030					\$0.00		\$9.24		\$0.00	
Employer OMERS	10-040-0445-2910-60035					\$0.00		\$42.82		\$0.00	
Employer EHT	10-040-0445-2910-60040					\$0.00		\$5.29		\$0.00	
Employer Benefits	10-040-0445-2910-60050					\$0.00	\$137.48		\$137.48	\$0.00	
Employer WSIB	10-040-0445-2910-60055					\$0.00		\$13.58		\$0.00	
Gas & Fuel	10-040-0445-2910-71418	G-813-2910-1418	\$754.56	\$571.58	\$680.05	\$668.73	\$600.00	\$833.10	\$1,000.00	\$400.00	
Vehicle Parts & Maintenance	10-040-0445-2910-71451	G-813-2910-1451	\$35.39	\$1,145.85		\$393.75	\$1,000.00		\$500.00	(\$500.00)	
Contracted Works	10-040-0445-2910-71523	G-813-2910-1523		\$280.33		\$93.44				\$0.00	
Insurance	10-040-0445-2910-71580	G-813-2910-1580	\$369.00	\$372.00	\$394.59	\$378.53	\$434.00	\$360.47	\$452.00	\$18.00	
Licenses	10-040-0445-2910-71582	G-813-2910-1582	\$90.00	\$98.00	\$108.00	\$98.67	\$108.00	\$120.00	\$120.00	\$12.00	
			\$1,788.89	\$2,988.28	\$1,182.64	\$1,986.60	\$2,696.11	\$1,708.39	\$2,671.11	(\$25.00)	
										\$0.00	
<b>Total Revenue</b>			(\$61,327.55)	(\$67,718.06)	(\$78,531.93)	(\$69,192.51)	(\$57,495.00)	(\$80,795.65)	(\$66,456.39)	(\$8,961.39)	
<b>Total Expenditures</b>			\$35,945.86	\$65,646.07	\$118,144.92	\$73,245.62	\$79,270.37	\$55,037.62	\$71,054.23	-\$8,216.14	
<b>Total Building Department</b>			-\$25,381.69	-\$2,071.99	\$39,612.99	\$4,053.10	\$21,775.37	-\$25,758.03	\$4,597.84	-\$17,177.53	
											In 2016 deeming of 2 properties down to 1 property  Same revenue forecasted as in 2016 & 2017 - Majority of fees from zoning property inquires  Revenue forecasted based on 3 year average 2014, 2015 & 2016 - Majority of fees from Zoning by-law amendments, temporary use by-law & minor variance applications
<b>Planning Department REVENUE</b>											
Expense Recovery	10-180-1810-0330-40589	G-815-0330-0589			(\$768.75)	(\$256.25)	\$0.00	(\$25.00)		\$0.00	
Expense Recovery	10-180-1810-0430-40589	G-815-0430-0589	(\$3,519.67)		(\$62.85)	(\$1,194.17)	\$0.00	(\$2,544.16)		\$0.00	
Document/Map Sales, etc.	10-180-1810-0430-40813	G-815-0430-0813	(\$2,367.40)	(\$5,531.00)	(\$1,729.50)	(\$3,209.30)	(\$1,700.00)	(\$2,063.30)	(\$1,700.00)	\$0.00	
Planning Application Fees	10-180-1810-0430-40815	G-815-0430-0815	(\$5,362.24)	(\$5,501.70)	(\$6,155.15)	(\$5,673.03)	(\$5,000.00)	(\$14,545.50)	(\$5,673.03)	(\$673.03)	
<b>Total Revenue</b>			(\$11,249.31)	(\$11,032.70)	(\$8,716.25)	(\$10,332.75)	(\$6,700.00)	(\$19,177.96)	(\$7,373.03)	(\$673.03)	
<b>EXPENDITURES</b>											
Distributed Benefits		G-815-1101-1111	-\$164.93			(\$54.98)				\$0.00	
Overtime/Shift/Recall	10-180-1810-1101-60013	G-815-1101-1113		\$428.68		\$142.89				\$0.00	
Sick Leave		G-815-1101-1114	\$1,447.61	\$1,000.26		\$815.96				\$0.00	
Vac, Stats, Holidays		G-815-1101-1115	\$7,409.22	\$11,780.75	\$666.85	\$6,618.94	\$0.00			\$0.00	
Salaries/Wages	10-180-1810-1101-60010	G-815-1101-1120	\$48,174.31	\$46,961.40	\$37,582.06	\$44,239.26	\$19,696.23	\$23,110.91	\$27,779.31	\$8,083.08	40% of CBO/Planner Position
Disability - STD/LTD		G-815-1101-1121	\$2,465.00	\$2,378.06	-\$4.08	\$1,612.99	\$0.00			\$0.00	Under Employer Benefits in G/L in 2017
WSIB	10-180-1810-1101-60055	G-815-1101-1122	\$1,277.38	\$1,860.41	\$0.03	\$1,045.94	\$600.74	\$659.67	\$888.64	\$287.90	40% of CBO/Planner Position
CPP	10-180-1810-1101-60025	G-815-1101-1123	\$2,425.50	\$2,479.95	\$856.72	\$1,920.72	\$763.29	\$1,013.42	\$1,025.64	\$262.35	40% of CBO/Planner Position
EI	10-180-1810-1101-60030	G-815-1101-1124	\$1,113.73	\$1,139.04	\$417.71	\$890.16	\$491.68	\$434.56	\$395.69	(\$95.99)	40% of CBO/Planner Position
Dental, Vision, Ext. Health		G-815-1101-1125	\$3,326.15	\$3,855.88	\$2,293.18	\$3,158.40	\$0.00			\$0.00	Under Employer Benefits in G/L in 2017
OMERS	10-180-1810-1101-60035	G-815-1101-1126	\$5,386.11	\$5,541.20	\$1,698.79	\$4,208.70	\$1,953.33	\$2,128.77	\$2,817.06	\$863.73	40% of CBO/Planner Position
Life Insurance		G-815-1101-1127	\$351.24	\$347.94	\$118.08	\$272.42	\$0.00			\$0.00	Under Employer Benefits in G/L in 2017
EHT	10-180-1810-1101-60040	G-815-1101-1129	\$1,112.08	\$1,259.68	\$357.86	\$909.87	\$384.08	\$400.75	\$541.70	\$157.62	40% of CBO/Planner Position
Employer Benefits	10-180-1810-1101-60050					\$0.00	\$2,342.65	\$2,501.03	\$2,923.88	\$581.23	40% of CBO/Planner Position
											Based on 3 year average from 2014, 2015 and 2017 actuals as of September 30, 2017. 2016 actual was an abnormally
Legal	10-180-1810-1200-71253	G-815-1200-1253	\$368.19	\$4,585.60	\$55,499.85	\$20,151.21	\$5,000.00	\$14,399.75	\$6,100.00	\$1,100.00	
Consultants Fees (Quartek)	10-180-1810-1200-71255	G-815-1200-1255				\$0.00				\$0.00	
Memberships	10-180-1810-1200-71260	G-815-1200-1260	\$405.00	\$185.00	\$120.00	\$236.67	\$300.00	\$120.00	\$300.00	\$0.00	
Subscriptions & Publications	10-180-1810-1200-71261	G-815-1200-1261	\$488.29	\$385.36	\$393.11	\$422.25	\$300.00		\$300.00	\$0.00	
Office Supplies	10-180-1810-1400-71410	G-815-1400-1410	\$749.60	\$739.55	\$217.72	\$568.96	\$500.00	\$76.32	\$500.00	\$0.00	
GIS Distributed Salaries & Wages		G-815-1500-1110	\$5,285.96	\$7,097.39	\$6,257.83	\$6,213.73	\$0.00			\$0.00	
GIS Distributed Benefits		G-815-1500-1111	\$1,722.59	\$2,302.58	\$2,065.11	\$2,030.09	\$0.00			\$0.00	
GIS-Salaries Full Time	10-180-1810-1500-60010					\$0.00	\$10,245.00		\$6,849.93	(\$3,395.07)	
GIS-Employer Benefits	10-180-1810-1500-60050					\$0.00	\$2,907.00		\$1,938.16	(\$968.84)	
GIS-Employer CPP	10-180-1810-1500-60025					\$0.00				\$0.00	
GIS-Employer EI	10-180-1810-1500-60030					\$0.00				\$0.00	
GIS-Employer OMERS	10-180-1810-1500-60035					\$0.00				\$0.00	



Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	ACCOUNT #	Actual to December 31/14	Actual to December 31/15	Actual to December 31/16	3 Year Average - 2014, 2015 & 2016	2017 Approved	Actual to October 31/17	2018 OPERATING FORECAST Draft No. 1	Variance 2018-2017	2018 Budget - As of November 2017 Remarks
GIS-Employer EHT	10-180-1810-1500-60040	G-815-1500-1500				\$0.00				\$0.00	3 year average and 2017 actual amount as of September 30, 2017
GIS-Employer WSIB	10-180-1810-1500-60055					\$0.00				\$0.00	
Cost of Lots Sold	10-180-1810-1500-71500		\$66,111.56	\$55,386.52	\$567,042.45	\$229,513.51				\$0.00	
GIS Expense	10-180-1810-1500-71507		\$3,509.30	\$4,204.67	\$3,770.63	\$3,828.20	\$6,335.00	\$2,971.56	\$6,716.16	\$381.16	
Contracted Services	10-180-1810-1500-71527		\$756.84			\$252.28	\$0.00			\$0.00	
Conferences & Courses	10-180-1810-1500-71531		\$2,265.81	\$2,166.14	\$571.89	\$1,667.95	\$1,000.00	\$180.50	\$1,000.00	\$0.00	
Meeting Expenses - Committee/Board	10-180-1810-1500-71532		\$51.20	\$96.51		\$49.24	\$0.00			\$0.00	
Equipment Rentals - Owned	10-180-1810-1500-71540		\$25.00	\$50.00	\$62.50	\$45.83	\$0.00			\$0.00	
Advertising & Public Notices	10-180-1810-1500-71591		\$2,225.32	\$1,964.40	\$1,367.05	\$1,852.26	\$2,000.00	\$2,663.02	\$2,260.00	\$260.00	
Transfer to Reserves (Parkland Fees)	10-180-1810-1620-75390					\$0.00				\$0.00	
Total Expenditures			\$158,288.06	\$158,196.97	\$681,355.34	\$332,613.46	\$54,819.00	\$50,660.26	\$62,336.17	\$7,517.17	
Total Revenue			(\$11,249.31)	(\$11,032.70)	(\$8,716.25)	(\$10,332.75)	(\$6,700.00)	(\$19,177.96)	(\$7,373.03)	(\$673.03)	
Total Expenditures			\$158,288.06	\$158,196.97	\$681,355.34	\$332,613.46	\$54,819.00	\$50,660.26	\$62,336.17	\$7,517.17	
Total Planning Department			\$147,038.75	\$147,164.27	\$672,639.09	\$322,280.70	\$48,119.00	\$31,482.30	\$54,963.14	\$6,844.14	
Civic Centre Building & Grounds											
REVENUE											
Civic Centre Rentals (OPP)	10-020-0253-0330-40586	G-150-0330-0586	(\$82,686.44)	(\$82,981.84)	(\$87,017.03)	(\$84,228.44)	(\$89,279.06)	(\$74,399.30)	(\$89,279.06)	\$0.00	OPP leasing 9193 sq. feet no increases in lease to 2020
Expense Recovery	10-020-0253-0330-40859	G-150-0330-0859		(\$596.94)		(\$198.98)		\$81.05		\$0.00	
FFPC - Office rental/Utility Contribution	10-020-0253-0430-40586	G-150-0430-0586	(\$13,284.00)	(\$13,284.00)	(\$13,284.00)	(\$13,284.00)	(\$16,680.00)	(\$13,900.00)	(\$16,680.00)	\$0.00	Developing up-dated service agreement with FFPC
			(\$95,970.44)	(\$96,862.78)	(\$100,301.03)	(\$97,711.42)	(\$105,959.06)	(\$88,218.25)	(\$105,959.06)	\$0.00	
EXPENDITURES											
Audit		G-150-1200-1254			\$1,389.03	\$463.01	\$1,389.03	\$1,429.22	\$1,472.10	\$83.07	OPP Lease Audit - 2017 Plus 3% increase
Distributed Salaries/Wages		G-150-1240-1110	\$10,419.78	\$9,688.47	\$16,480.19	\$12,196.15				\$0.00	
Distributed Benefits		G-150-1240-1111	\$2,640.71	\$2,734.94	\$3,891.13	\$3,088.93				\$0.00	benefits for labour
Salaries Full Time	10-020-0253-1240-60010					\$0.00		\$7,209.74		\$0.00	
											Cleaning snow off of sidewalks, grass cutting, winter maintenance activities for parking lots and miscellaneous tasks
Hourly Full Time	10-020-0253-1240-60015					\$0.00	\$16,000.00		\$16,000.00	\$0.00	
Hourly Part Time	10-020-0253-1240-60020					\$0.00		\$1,921.59		\$0.00	benefits for labour
Employer CPP	10-020-0253-1240-60025					\$0.00		\$401.85		\$0.00	
Employer EI	10-020-0253-1240-60030					\$0.00		\$185.53		\$0.00	
Employer OMERS	10-020-0253-1240-60035					\$0.00		\$620.01		\$0.00	
Employer EHT	10-020-0253-1240-60040					\$0.00		\$160.74		\$0.00	
Employer Benefits	10-020-0253-1240-60050					\$0.00	\$3,586.00	\$1,106.34	\$3,586.00	\$0.00	
Employer WSIB	10-020-0253-1240-60055					\$0.00		\$265.49		\$0.00	
Equipment Rentals - Owned	10-020-0253-1240-71540	G-150-1240-1540	\$1,332.77	\$1,847.23	\$1,602.64	\$1,594.21	\$1,500.00	\$1,223.64	\$1,500.00	\$0.00	internal equipment rental for clearing parking lot
											decrease in gas commodity price by \$ 0.02 where Cap & Trade increase \$0.033 overall an increase of 8.7% in the gas commodity where used 6% increase over 2016 budgeted amount for 2017
Natural Gas Charges	10-020-0253-1400-71416	G-150-1400-1416	\$16,745.92	\$14,128.76	\$13,399.07	\$14,757.92	\$15,900.00	\$8,873.32	\$15,900.00	\$0.00	FFPC forecast 9.0 % increase in rates in 2017 also new air condition unit for computer room thus increase in hydro consumption. For 2018 Used 2% increased over 2017 budgeted amount
Hydro Charges	10-020-0253-1400-71420	G-150-1400-1420	\$47,078.74	\$47,128.25	\$51,185.83	\$48,464.27	\$53,300.00	\$30,065.72	\$54,366.00	\$1,066.00	2017 budgeted amount plus 2.6% increase
Water & Sewer Charges	10-020-0253-1400-71421	G-150-1400-1421	\$1,409.52	\$1,440.72	\$1,480.20	\$1,443.48	\$1,550.00	\$1,018.40	\$1,590.30	\$40.30	
Janitorial supplies	10-020-0253-1400-71470	G-150-1400-1470	\$3,025.89	\$3,147.31	\$1,882.25	\$2,685.15	\$2,600.00	\$729.63	\$2,600.00	\$0.00	2017 actuals as of Sept 30 has be adjusted to \$ 729.63
Elevator Contracting/Materials	10-020-0253-1500-71508	G-150-1500-1508	\$2,729.80	\$2,297.94	\$3,700.71	\$2,909.48	\$3,000.00	\$469.62	\$3,000.00	\$0.00	
HVAC Contracts/Materials	10-020-0253-1500-71509	G-150-1500-1509	\$1,079.94	\$1,502.58	\$2,417.99	\$1,666.84	\$3,000.00	\$693.93	\$3,000.00	\$0.00	
Electrical Contracts/Materials	10-020-0253-1500-71510	G-150-1500-1510	\$1,708.84	\$1,623.39	\$1,012.90	\$1,448.38	\$3,000.00	\$762.17	\$3,000.00	\$0.00	closer to 3 year average
Plumbing Contracts/Materials	10-020-0253-1500-71512	G-150-1500-1512	\$237.71	\$1,635.09	\$1,959.95	\$1,277.58	\$1,500.00	\$1,664.62	\$1,500.00	\$0.00	
Contracted Works	10-020-0253-1500-71523	G-150-1500-1523	\$7,924.32	\$4,992.45	\$4,719.56	\$5,878.78	\$10,000.00	\$5,690.45	\$10,000.00	\$0.00	Asselin garbage bins costs, Annual Inspection fees for ESA & Inspection of Fire Extinguishers
Janitorial Contract	10-020-0253-1500-71524	G-150-1500-1524	\$61,056.12	\$62,277.24	\$63,600.12	\$62,311.16	\$64,600.00	\$53,932.80	\$65,892.00	\$1,292.00	Contract for Janitorial Services expires on January 1st, 2018 For 2018 used a 2% over 2017 budgeted amount
Contracted Services	10-020-0253-1500-71527	G-150-1500-1527	\$796.32	\$1,052.16	\$636.71	\$828.40	\$0.00	\$0.00	\$0.00	\$0.00	2017 actuals as of Sept 30 has be adjusted to \$ 0.00

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Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	ACCOUNT #	Actual to December 31/14	Actual to December 31/15	Actual to December 31/16	3 Year Average - 2014, 2015 & 2016	2017 Approved	Actual to October 31/17	2018 OPERATING FORECAST Draft No. 1	Variance 2018-2017	2018 Budget - As of November 2017 Remarks
Repairs & Maintenance	10-020-0253-1500-71545	G-150-1500-1545	\$8,979.98	\$14,576.63	\$10,536.14	\$11,364.25	\$10,000.00	\$10,617.18	\$10,000.00	\$0.00	Share Bed entrance Matts, Ice melt , Door Repairs etc....
Lawn & Yard Maintenance	10-020-0253-1500-71555	G-150-1500-1555	\$331.80	\$195.17	\$2,976.31	\$1,167.76	\$1,000.00	\$653.77	\$1,000.00	\$0.00	Flowers for the three flowers beds
New Account for 2017 - Property Taxes						\$0.00	\$25,975.00	\$25,974.83	\$26,364.45	\$389.45	transfer from Town real estate G122 used 1.5% increase over 2017 actuals
New Account for 2017 - Insurance	10-020-0253-1500-71580	G-150-1500-1580			\$461.34	\$153.78	\$2,777.00	\$2,306.70	\$2,831.00	\$54.00	information provided by deputy treasurer
			\$167,498.16	\$170,268.33	\$183,332.07	\$173,699.52	\$220,677.03	\$157,977.29	\$223,601.85	\$40,999.03	
Total Revenue			(\$95,970.44)	(\$96,862.78)	(\$100,301.03)	(\$97,711.42)	(\$105,959.06)	(\$88,218.25)	(\$105,959.06)	\$0.00	
Total Expenditures			\$167,498.16	\$170,268.33	\$183,332.07	\$173,699.52	\$220,677.03	\$157,977.29	\$223,601.85	\$2,924.82	
Total Civic Centre			\$71,527.72	\$73,405.55	\$83,031.04	\$75,988.10	\$114,717.97	\$69,759.04	\$117,642.79	\$2,924.82	
Total P & D Revenue			(\$187,517.68)	(\$190,939.16)	(\$213,040.66)	(\$197,165.83)	(\$190,818.06)	(\$212,595.25)	(\$198,872.48)	(\$8,054.42)	
Total P & D Expenditures			\$519,665.66	\$576,137.81	\$1,183,708.51	\$743,858.45	\$531,175.62	\$405,487.58	\$534,005.71	\$2,830.09	
TOTAL PLANNING & DEVELOPMENT			\$332,147.98	\$385,198.65	\$970,667.85	\$546,692.62	\$340,357.56	\$192,892.33	\$335,133.23	(\$5,224.33)	





Date: November 15, 2017

Report To: Planning and Development Executive Committee

From: Tyson Dennis, Chief Building Official/Municipal Planner

**Re: Citizen letters with concern to Section 3.31 in the Zoning By-Law 03-14**

At the October 10, 2017 Council meeting, a report was approved to begin the process of a By-Law Amendment to the Zoning By-Law 03-14 Section 3.31. The report described the conflict of set-back requirements for structures within areas of navigable and non-navigable watercourse and municipal hazards lands.

Letters from concerned residents brought the issues forward to Council. Council gave direction to the Planning and Development Department to undergo research for changes and begin the process of an amendment to the current Zoning By-Law. Citizens of the Town had an opportunity to speak to the matter and voice their concerns about the section of the Zoning By-Law, 3.31.

At the Committee of Adjustment meeting, October 25, 2017, the Committee reviewed the information regarding watercourse set-back of Fort Frances and neighboring municipalities. As this was a public meeting and advertised in the local paper, citizens had the opportunity to voice support, questions and concerns for any changes to the Zoning By-Law. Support for amending the Section of the By-Law was strongly supported by the public, as well as the Committee of Adjustment. The Committee unanimously voted to support the Zoning By-Law amendment.

After careful consideration, the Planning and Development Department and Committee of Adjustment recommend amending the Zoning By-Law Section 3.31 to read as follows,

**3.31 SETBACKS FROM NAVIGABLE AND NON-NAVIGABLE WATERCOURSES, HAZARD LAND AND MUNICIPAL SURFACE DRAINS**

Notwithstanding any other provisions of this By-law, a **structure** in any zoning designation, may be required to have the *normal ordinary water edge* determined by an Ontario Land Surveyor and a set-back determined from the *normal ordinary water edge*,

back 15m, measured horizontally, to allow for development near navigable and non-navigable watercourses. This is to be determined on a site-specific basis.

In the case of **hazard lands and municipal surface drains**, no part of any **structure** shall be constructed closer than 15 meters, horizontally measured, to the nearest point of the area to which the hazardous condition is deemed to exist by an Ontario Land Surveyor.

Please review the proposed changes to the Zoning By-Law 03-14 Section 3.31. Any further changes will be completed, and a final amendment will be brought forward to the next Council meeting for final approval through adoption of a By-Law.

Originally Signed

Tyson Dennis  
Chief Building Official and Municipal Planner