

TOWN OF FORT FRANCES

ADMINISTRATION & FINANCE EXECUTIVE COMMITTEE

AGENDA - February 6th, 2018

MEETING - Committee Room - Civic Centre

Session # 63

	Page
1. <u>Call to Order</u>	
2. <u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u>	
3. <u>Disclosure of pecuniary interest and the general nature thereof</u>	
4. <u>Approval of Previous Committee Minutes</u>	
4.1 Session No. 62 dated January 2, 2018.	3 - 5
5. <u>In-Camera</u>	
5.1 Identifiable Individual - Insurance Issue.	
6. <u>Items Referred from Council</u>	
6.1 Fort Frances and District Recruitment & Retention Committee Request.	6 - 7
6.2 Northwestern Ontario Sports Hall of Fame Membership Request.	8 - 9
6.3 POA Tickets/Fines Laid on Couchiching First Nation.	10 - 14
7. <u>New Business</u>	
7.1 357/358 Applications for Tax Adjustment re: 1012 Victoria Avenue N. (2017)	15 - 19
7.2 Amended Property Assessment Notice re: 1167 River Road W. (2017).	20 - 22
7.3 D. Brown ROMA Conference Travel Expense.	23 - 25
7.4 POA Write-Off Request.	26 - 27
7.5 2018 Interim Tax Levy By-Law - Due Date Change.	28 - 29
7.6 Councillor Ken Perry - RRDMA Annual General Meeting Per Diem.	30 - 31
7.7 Land Sales Contributions to Reserve Funds.	32 - 35
8. <u>Non-agenda Items</u>	

	Page
9. <u>Information</u>	
9.1 Fort Frances Fire and Rescue Service - December 2017 Report.	36 - 37
9.2 Fort Frances Fire and Rescue Service - 2017 Annual Report.	38 - 60
10. <u>Adjourn / Next Meeting Date - February 20th, 2018</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 62

January 2, 2018

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on January 2, 2018 from 12:03 p.m. to 1:05 p.m.

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

ALSO PRESENT: D. Brown, CAO, L. Lindberg, Treasurer, T. Moffitt, Fire Chief/CEMC (12:03 p.m. to 12:36 p.m.), L. Sheppard, POA Coordinator (12:03 p.m. to 12:17 p.m.) and K. Lawson, Secretary

REGRETS:

1. Call to Order - 12:03 p.m.

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

2.1 L. Lindberg re: Councillor K. Perry - NOMA Meeting Per Diem Claim

3. Disclosure of pecuniary interest and the general nature thereof

3.1 Councillor W. Brunetta disclosed an interest in agenda item 7.6 as the Per Diem claim for the Northern Ontario Municipal Association (NOMA) meeting held in Thunder Bay on November 28-29, 2017 was hers. She did not participate in any discussion of the item.

3.2 Councillor K. Perry disclosed an interest in non-agenda item 8.1 as the Per Diem claim for the Northern Ontario Municipal Association (NOMA) meeting held in Thunder Bay on November 28-29, 2017 was his. He turned that Chair over to Councillor P. Ryan and did not participate in any discussion when the matter was discussed.

4. Approval of Previous Committee Minutes

4.1 Session No. 61 dated December 5, 2017.

Brunetta-Ryan: Approved as presented.

CARRIED

5. In-Camera - No Items Identified

6. Items Referred from Council

- 6.1 Financial Request - 2018 Fort Frances Meals on Wheels Grant.
- Committee recommended that the Fort Frances Meals on Wheels funding request for additional \$3000.00 be referred to the 2018 budget process.

7. New Business

- 7.1 Request to have fires on municipal property during a Training Exercise.
- Committee recommended that the request from the 116th Independent Field Battery of the Royal Canadian Artillery to have fires for recreational purposes during the weekend of January 26-28, 2018 (alternative dates February 9-11), on the municipal property north of the Fort Frances Curling Club be approved.
- 7.2 911 Central Emergency Reporting Bureau (CERB) Services Agreement with the Ontario Provincial Police (OPP).
- Committee recommended renewing the 911 Central Emergency Reporting Bureau (CERB) services agreement with the Ontario Provincial Police and The Towns of Fort Frances and Emo; The Townships of Alberton, Chapple, Morley, Dawson, LaVallee, Lake of the Woods, Emo; Naicatchewenin First Nation and the Rainy River First Nation as well as bringing forward an authorizing by-law.
- 7.3 2018 Temporary Borrowing to meet Current Expenditures
- Committee recommended preparation of a by-law to authorize the borrowing of money to meet current expenditures of the Council of the Town of Fort Frances.
- 7.4 Interim Tax Levy for 2018
- Committee recommended preparation of a by-law to provide for an interim tax levy in the year 2018 and to provide for penalty and interest to be charged on the unpaid balance for late payment of said interim taxes.
- 7.5 POA Business Plan 2018-2020 - L. Sheppard, POA Coordinator was in attendance to provide a focused presentation of the POA Business Plan 2018-2020. The plan included key changes for both the POA Coordinator (Clerk of the Court) and the Municipal Prosecutor as a result of the passage of the *Stronger, Fairer Ontario Act* Bill 177 and its imminent changes to Part 3 prosecution as well as downloaded duties now performed by the Justice of the Peace to the Clerk of the Court. Committee received as information.
- 7.6 Councillor Wendy Brunetta NOMA Meeting Per Diem
- Committee recommended approval of the per diem claim in the amount of \$240.00 as submitted by Councillor Brunetta for her attendance at the Northern Ontario Municipal Association (NOMA) meeting held in Thunder Bay on November 28-29, 2017.
- 7.7 Appeal Minutes of Settlement - 210 Nelson Street (2017)
- Committee recommended the minutes of settlement for the 2017 taxation year for property located at 210 Nelson Street be received.

8. Non-agenda Items

- 8.1 Councillor K. Perry NOMA Meeting Per Diem.
- Committee recommended approval of the per diem claim in the amount of \$240.00 as submitted by Councillor Perry for his attendance at the Northern Ontario Municipal Association (NOMA) meeting held in Thunder Bay on November 28-29, 2017.

9. Outstanding Items - None Identified

10. Information

- 10.1 Fort Frances Fire & Rescue Services - November 2017 Report.
- received as information.
- 10.2 Financial Indicator Review
- received as information.

11. Adjourn 1:05 p.m. / Next Meeting Date - February 6, 2018

Executive Committee Chair

D. Brown, CAO



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/14**

To: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: January 30, 2018
Subject: Fort Frances and District Recruitment & Retention Committee Request

BACKGROUND

At the January 8, 2018 Council Meeting the request for additional assistance for funding physician recruitment & retention dated November 27, 2017 received from Dr. J. Nelson, Chair of the Fort Frances and District Recruitment & Retention Committee was referred to the Administration & Finance Executive Committee for recommendation.

As the letter has stated, along with successful recruitment and retention comes financial challenges. The Committee has therefore requested consideration of an addition \$67,000.00 to assist with their 2018 recruitment and retention budget, which is over and above the \$68,000.00 that is allocated in our draft budget.

FORT FRANCES AND DISTRICT RECRUITMENT & RETENTION COMMITTEE

110 Victoria Avenue, Fort Frances, ON P9A 2B7

November 27, 2017

His Worship the Mayor of Fort Frances Roy Avis and Council
320 Portage Avenue
Fort Frances, ON P9A 3P9

Dear Mayor Avis and Council:

RE: Funding for Physician Recruitment & Retention

Thank you for your ongoing support and participation with the Fort Frances Physician Recruitment & Retention Committee. Our recent success recruiting new physicians and retaining our current doctors is in large part due to the generous support and participation from Fort Frances Town Council and Administration.

We have secured a new General Surgeon. He begins full time practice this month. He is also moving his family and purchasing a home in Fort Frances. We also have another Family Physician set to arrive in September 2018, he has already acquired property in our community. Our other General Surgeon, recruited in 2016, recently acquired a home. Three of our Family Physicians from the 2015 recruitment class also purchased homes. All good news to stabilize our clinic and continue to provide critical hospital services. New doctors also add a few more children in our schools and new families to the community.

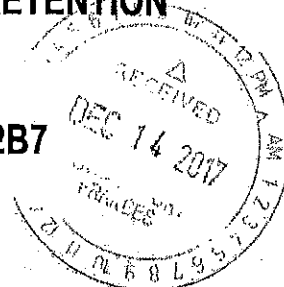
Along with successful recruitment and retention comes financial challenges. We are pleased to report our successful recruiting efforts are paying off, but we are also in need of further funding, especially for incentives and moving costs. Our Committee continues to search for additional sources of support and ways to maximize the resources that we do have. Sustainability is an agenda item that we discuss at every meeting.

We are requesting an additional \$67,000 to assist with our 2018 recruitment and retention budget. If you have any questions I would be pleased to meet with Mayor and Council to provide our current financial statements and our status with some great potential recruits.

Thank you,

Dr. John Nelson

Chair, Fort Frances and District Physician Recruitment and Retention Committee



TO: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: January 30, 2018
SUBJECT: Northwestern Ontario Sports Hall of Fame Membership Request

BACKGROUND

At the January 8, 2018 Council meeting, the request received from the Northwestern Ontario Sports Hall of Fame and Museum, requesting financial assistance through a membership or donation was referred to the Administration & Finance Executive Committee for recommendation.

The Northwestern Ontario Sports Hall of Fame is a non-profit organization, raising of funds is needed to operate their regional sports museum and hall of fame, through their annual membership and fundraising drive.

The Town of Fort Frances has previously authorized a Business/Organization Membership Fee in the amount of \$60.00 in previous years.

Northwestern Ontario Sports Hall of Fame

ANNUAL MEMBERSHIP & FUNDRAISING CAMPAIGN

WE VALUE & NEED YOUR SUPPORT!

As a non-profit organization, the Northwestern Ontario Sports Hall of Fame must raise the funds needed to operate our regional sports museum and hall of fame. A big part of this challenge is met through our **Annual Membership** and **Fundraising** activities. There are a number of ways you can help:

- Purchase a **2018 MEMBERSHIP**
- Make a tax deductible **DONATION** or **MONTHLY PLEDGE**
- Try your luck with a **FAME 600 CLUB LOTTERY TICKET**
 - \$50 gets you 50 chances to win various cash and sports themed prizes including 2 tickets to a 2018-19 Chicago Blackhawks game + \$1,000 cash



Name: _____

Address: _____

Phone: (____) _____

E-mail: _____

2018 MEMBERSHIP FEES

✓ **YES I want to Help Preserve Our Sports Heritage!**

- ☐ Individual - \$25
- ☐ Family - \$40 (# in family _____)
- ☐ Business/Organization - \$60

Membership Total \$ _____

DONATION

Spectator (\$1 - \$49) Loyal Fan (\$50 - \$199) Patron (\$200 - \$499) Benefactor (\$500 plus)

- ☐ I would like to make a **DONATION** in the amount of: \$ _____ (tax receipt issued for donations/pledges)
- ☐ I would like to **PLEDGE** \$ _____ for _____ months, for a total donation of _____

I would like my donation to be in Memory of _____

Donation Total \$ _____

2018 FAME 600 CLUB DRAW

Only 600 tickets available ~ \$50 per ticket ~ 50 chances to win
 ~ 50 Draws held from July 23rd - September 5th, 2018 ~

☐ Number of tickets required _____ @ \$50 each

Fame 600 Total \$ _____

TOTAL AMOUNT ENCLOSED \$ _____

Method of Payment (✓ one): _____ Cheque (made payable to NWO Sports Hall of Fame) _____ MasterCard _____ VISA _____ Other

Credit Card No. _____ Expiry ____/____ Signature _____

Please remit with payment to: Northwestern Ontario Sports Hall of Fame 219 May Street S Thunder Bay ON P7E 1B5
 Phone (807) 622-2852 Fax (807) 622-2736 email: nwosport@tbaytel.net www.nwosportshalloffame.com

To: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: January 30, 2018
Subject: POA Tickets/Fines Laid on Couchiching First Nations

BACKGROUND

At the January 8, 2018 Council Meeting, the letter dated December 18, 2017 received from Y. Adams, By-Law Officer was referred to the Administration & Finance Executive Committee for recommendation.

The By-Law Officer, Y. Adams, contacted the Fort Frances Provincial Offences (POA) office with regards to obtaining funds from tickets/fines given on the reserve of Couchiching First Nation.

On August 14, 2000, By-Law No. 45/00 was passed to authorize a Transfer Agreement by way of Memorandum of Understanding (MOU) and Local Side Agreement (LSA) with Her Majesty the Queen in Right of Ontario, as represented by the Attorney General for court services under the Provincial Offences Act and the Town of Fort Frances (referred to as the Municipal Partner) for service delivery to the public for local justice matters. The Attorney General authorized the Municipal Partner, the Town, to perform all courts administration and court support functions under the Act and prosecutions of matters under Parts I and II of the Act for the Court Service Area as set out in Schedule 5 of the Agreement, as attached.

The MOU provided for an Intermunicipal Service Agreement between the Town and municipalities which includes obligations and arrangements regarding court administration, court support, prosecutions, reporting, revenue-sharing and local dispute resolution. By-Law No. 44/00 was passed on August 28, 2000 being a by-law to authorize the intermunicipal service agreement with the municipal partners of the Town of Rainy River, Township of Alberton, Town of Atikokan, Township of Chapple, Township of Dawson, Township of Emo, Township of La Vallee, Township of Lake of the Woods, and the Township of Morley.

The Town has no authority to entertain changes to the Agreements requiring Couchiching First Nations to pursue this matter with the Attorney General.

RMB 2027, RR #2
Fort Frances, Ontario
P9A 3M3
Phone: (807)274-3228
Fax: (807)274-6458



December 18, 2017

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

Dear Laurie,

This letter is further to my conversation with the Provincial Offences Office in Fort Frances, Ontario. I was in contact with this office in regards to obtaining the funds from tickets/fines given on the reserve of Couchiching First Nation.

I was informed by the Executive Director here at Couchiching First Nation that a meeting was held with Richard Darling of Treaty #3 Police Services. At this meeting it was made known, by Mr. Darling that we have access to the funds acquired through tickets/fines given on our reserve.

The Provincial Offences Office directed me to put this request in writing and address it to you and Doug Brown. I am unsure of the next step to this process and I hope you are able to assist me in that respect.

For further information or clarification, please contact me at the Couchiching Administration Office, (807)274-3228 ext. 264. I am also available through email at yadams@vianet.ca.

Sincerely,

Yvonne Adams
By-Law Officer

c.c. Patrick Morrisseau, Executive Director
Doug Brown, Town of Fort Frances

SCHEDULE 5 COURT SERVICE AREA

The boundaries of the Court Service Area, which are set out in the attached map, include the following municipalities, unorganized townships and First Nation Reserves:

The Corporation of the Town of Fort Frances
Town of Rainy River
Township of Alberton
Township of Atikokan
Township of Chapple
Township of Dawson
Township of Emo
Township of LaVallee
Township of Morley
Township of Lake of the Woods

Unorganized Townships:

Township of Dance
Township of Dewart
Township of Eva
Lake/Marion Lake
Township of Watten
Township of Farrington
Township of Baker
Township of Hutchinson
Township of Flanders
Township of Rowe
Winkle Lake Area
Township of Asmussen

Township of Halkirk
Township of Nelles
Township of Nym Lake
Township of Sifton
Township of Kingsford
Township of Tanner
Township of Freeborn
Township of Trottier
Township of Sapawe
Township of Menary
Rainy Lake Area

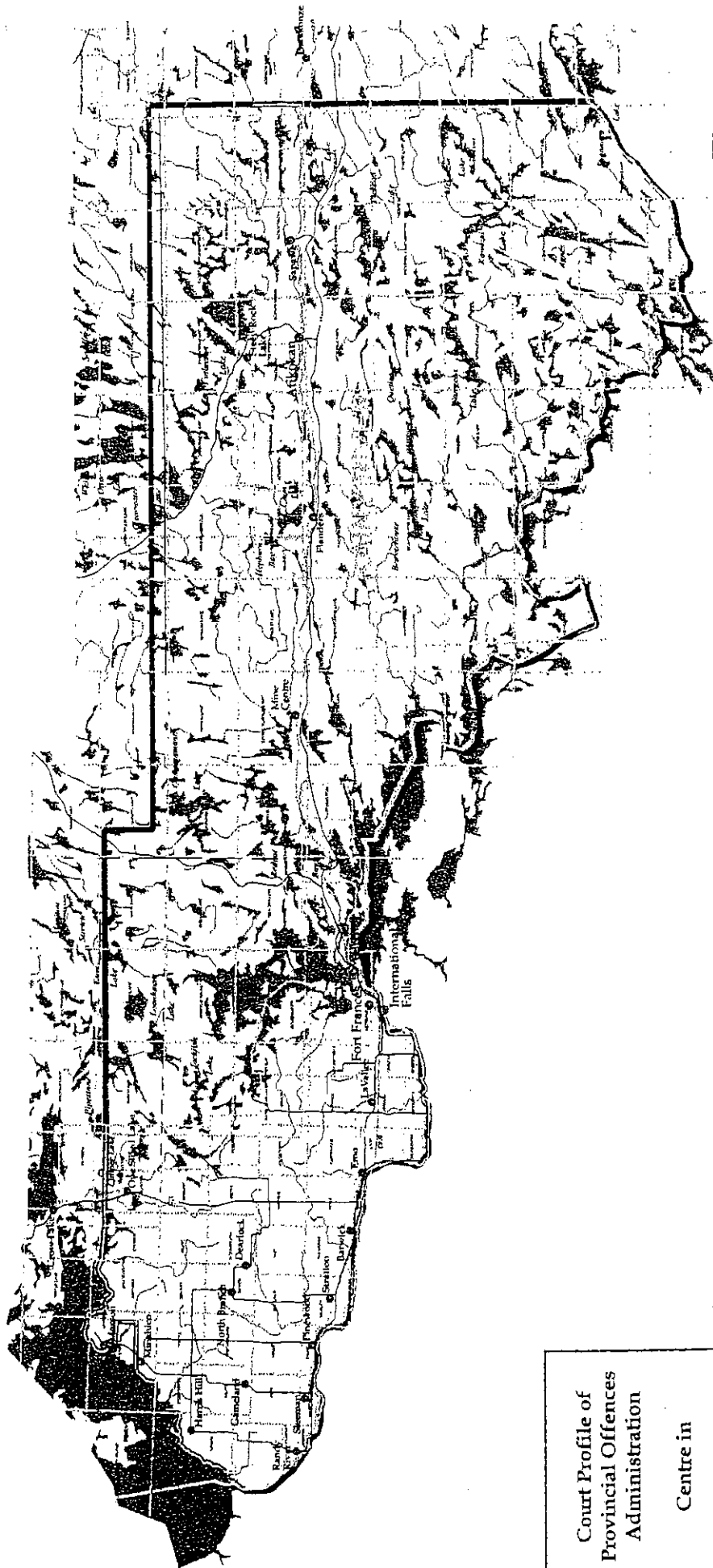
Township of Mine Centre
Township of Niobe
Township of Pratt
Township of Spohn
Township of Fleming
Township of Bennet
Township of Schwenger
Township of Weaver
Township of Matheiu
Township of McLarty
Lake Despair

Township of Miscampbell
Lake/Crystal Lake
Township of Senn
Township of Sutherland
Township of Curran
Township of Griesenger
Township of McCaul
Township of Ramsay Wright
Township of Croome
Township of Claxton
East of Hwy 502

**SCHEDULE 5
COURT SERVICE AREA**

First Nation Reserves:

Big Grassy First Nation #35G
Couchiching First Nation #16A
Manitou Rapids First Nation #11 (Emo)
Stanjikoming First Nation #18C
Seine River First Nation #23A
Big Island Mainland First Nation #93
Lac La Croix First Nation #25D (Neguagon Lake)
Naicatchewenin First Nation #17A (Northwest Bay)
Nicickousemenecaning First Nation #26A (Red Gut Bay)



Court Profile of
Provincial Offences
Administration

Centre in

FORT FRANCES

December 1997

TO: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: January 9, 2018
SUBJECT: 357/358 Applications for Tax Adjustment
Re: 1012 Victoria Ave N (2017) Roll# 5912-020-006-09200-00000

BACKGROUND

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2017 taxes for 1012 Victoria Ave N. resulting from garage razed by fire prior to property purchase on April 28, 2017.

The Municipality may object to the applications for the above referenced properties filed under Section 39.1 of the *Assessment Act*. In accordance with Section 357 (5) of the *Municipal Act* on or before September 30 of the year following the year in respect of which the application was made, Council shall hold a meeting at which the applicants may make presentations to council.

Section 357 (5) (b) of the *Municipal Act* states that the Municipality must notify the applicant(s) of the meeting by mail sent 14 days before the meeting. Notice of Hearing to consider this Section 357/358 application for 2017 was delivered to the applicant indicating notification that the public hearing is scheduled for Monday, January 22, 2018.

Administration & Finance Division
Planning & Development Division
Phone: 807-274-5323
Fax: 807-274-8479

Operations & Facilities Division
Phone: 807-274-9893
Fax: 807-274-7360

Community Services Division
Phone 807-274-4561
Fax: 807-274-3799

email: town@fortfrances.com
www.fort-frances.com

Mailing Address for All Divisions:
Civic Centre
320 Portage Avenue
Fort Frances, ON
P9A 3P9



January 10, 2018

Nancy L. Ralph
Wesley D. Stienburg
1012 Victoria Ave. N
Fort Frances, Ontario
P9A 2E7

Dear Nancy & Wesley:


Re: Hearing to Consider Section 357/358 Applications

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on **Monday, February 12, 2018** in the Council Chambers located at the Civic Centre, 320 Portage Avenue, Fort Frances. The Committee of the Whole begins at 5:30 p.m.

The Council of the Town of Fort Frances will be conducting the hearing to consider Section 357/358 Applications, including the application with regard to property located at 1012 Victoria Ave N. in Fort Frances.

The hearing will give you the opportunity to speak to the application (copy of applications enclosed) if you should so desire.

Sincerely,


Laurie A. Lindberg, CMO
Treasurer

Enc.

SECTION 357/358 APPLICATION

TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD

Application/Appeal #

Taxation Year:

2017

Municipality: Town of Fort Frances Roll Number: 02-00-060-920-000-22
 Property Address: 1012 Victoria Ave N Applicant Name: Wesley Steinberg
 Owner Name: Wesley Steinberg & Nancy Rapp Contact Number: 705-987-4393 (W)
 Mailing Address: 1012 Victoria Ave N Alternative Num: 705-257-2090 (N)
Fort Frances, ON P9A2E7

Reason for Application: (Check one box only)

- ☐ Ceases to be liable for tax at rate it was taxed - 357(1)(a) ☐ Sickness or extreme poverty - 357(1)(d.i)
☐ Became exempt - 357(1)(c) ☐ Mobile unit removed - 357(1)(e)
☒ Razed by fire, demolition or otherwise - 357(1)(d)(i) ☐ Gross or manifest clerical/factual error - 357(1)(f)
☐ Damaged and substantially unusable - 357(1)(d)(ii) ☐ Repairs/Repairs preventing normal use (min. 3 months) - 357(1)(g)

Details of Reason: Garage destroyed by fireEffective from:
(MM/DD/YY)04/28/17 to 12/31/17Applicant Signature: XDate: 12/04/17
(MM/DD/YY)

ASSESSMENT REPORT: MUNICIPALITY				ASSESSOR				
Assessment Roll As Returned		Revised Since Roll Return <input type="checkbox"/>		Assessment Report		School Bd: <input checked="" type="checkbox"/> Eng <input type="checkbox"/> Fr <input type="checkbox"/> Other		
Enter Revisions Below				<input type="checkbox"/> No Change In Assessment		<input type="checkbox"/> S357 Required for Next Year		
RT/RTQ	2005 Base-year CVA	2006 Base-year CVA	Current Phased Assessment	Revised RT/RTQ	Revised 2005 Base-year CVA	Revised 2006 Base-year CVA	Revised Current Phased Assessment	Change to Current Phased Assessment
RTEP			116,000	RTEP			105,000	
Revised:				Reason for Change (Assessor Comments):				
Reason Original Assessment Revised:								

Assessor Name: _____ Signature: _____ Date: 1/1/18

TREASURER'S REPORT ON TAX LIABILITY

RT/RTQ	Taxable Assessment Reduction	Tax Rate	(Days) / Months	Tax Adjustment	Original Levy
RTEP	- 11,000	.01865886	248	139.46	2164.43

Recommended: ☐ No Adjustment ☒ Adjustment ☐ Cancellation ☐ Refund Total Amount: _____

Comments: _____

Treasury Position: Treasurer Signature: Samir Laidberg Date: 01/08/18

COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:

Hearing Date (MM/DD/YY): 02/12/18
☐ Approved ☐ Amended & Approved ☐ Not Approved ☐ Applicant Did Not Appear ☐ Application Abandoned

Reason: _____

Appeared for Applicant: _____ Appeared for Municipality: _____

Signature of Council/ARB Member: _____ Name/Title: _____

MPAC
RECEIVED

DEC 04 2017

FORT FRANCES

Application made under Sec 357/358/359 of the Municipal Act, 2001

MPAC's RESPONSE

Owner name(s) RALPH, NANCY LYNN
STIENBURG, WESLEY DANIEL
Roll number 5912-020-006-09200-0000
Property location 1012 VICTORIA AVE N
Property description PLAN SM265 LOT 7 PCL 11845
Municipality/Local taxing authority FORT FRANCES TOWN

Application number
Application reason Demolition/Razed by Fire
Received date December 04, 2017
Claim relief period From: April 28, 2017 - To: December 31, 2017
Taxation year 2017

Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR RU R T	134,000	116,000	116,000	116,000	116,000	116,000
Total	134,000	116,000	116,000	116,000	116,000	116,000

Change to the Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR RU R T	121,293	105,000	105,000	105,000	105,000	105,000
Total	121,293	105,000	105,000	105,000	105,000	105,000

MPAC Remarks

Detached garage razed by fire prior to April 2017 sale, Value removed effective from sale date. 2018 PRAN to follow

MPAC Representative:
Date:

Mark Cawston
December 12, 2017

2018 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
248 Days	2017	2.6.092	-11,000	RTEP	0.0168689	0.00179	-126.08	-13.38						-139.46
357 Application							-126.08	-13.38	0.00	0.00	0.00	0.00	0.00	-139.46



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/09**

TO: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: January 9, 2018
SUBJECT: Amended Property Assessment Notice
RE: 1167 River Rd W. (2017) Roll # 5912-010-005-24000-0000

BACKGROUND

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

That total financial impact of the Amended Property Assessment Notices is \$256.56 consisting of a reduction of municipal revenue of \$231.95 and education revenue of \$24.61 as listed in the attached Write-offs/Tax Account Adjustment worksheet.



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.



DG10000574 32 1/2 12/17 PRAN

PEARSON MARY JANE
1218 OLDE SHAMBLES RD
FORT FRANCES ON P9A 3S9

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 12 010 005 02400 0000
Property location and description	1167 RIVER RD W PSM59 LOT 1 PT RIV R LOT 43 PCL 1-2
Municipality/Local taxing authority	FORT FRANCES TOWN
Property type	Waterfront Dwelling
Property information	Frontage: 90.00 feet Lot area: 0.34 acres
Building - exterior square footage	1,367 square feet
Year of construction	1956

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 12 010 005 02400 0000
Access key: EB024 5F25F CF1CA

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
Residential	\$212,000	\$315,000	\$237,750
Total	\$212,000	\$315,000	\$237,750

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
Residential	\$212,000	\$260,000	\$224,000	\$236,000	\$248,000	\$260,000
Total	\$212,000	\$260,000	\$224,000	\$236,000	\$248,000	\$260,000

School support

PROPERTY CLASSIFICATION	SCHOOL SUPPORT	2017 ASSESSMENT
Residential	English-Public	\$224,000
Total		\$224,000

2018 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	1.54.024	-13,750	RTEP	0.0168689	0.00179	-231.95	-24.61						-256.56
							-231.95	-24.61	0.00	0.00	0.00	0.00	0.00	-256.56
Amended Property Assessment Notice														

To: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: January 30, 2018
Subject: D. Brown ROMA Conference Travel Claim

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule “B” Travel Expense Statement in the amount of \$210.06 as submitted by Doug Brown, CAO for his attendance and travel January 21 - 23, 2018 to the ROMA Conference held in Toronto, Ontario.

Summary of Travel Expense Claim

1.	Meals	\$ 79.00
2.	Per Diem	30.00
3.	Airport Parking	33.25
3.	Ground Transportation (Taxi & Town Vehicle Gas)	<u>67.81</u>
	Total Travel Claim	<u>\$210.06</u>

Travel claim is in compliance with Travel Policy Number 3.11. Hotel accommodations, flight, a taxi charge and conference registration were paid by the Town.

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

1. Attendee	Doug Brown							
2. Conference/Seminar Attended	ROMA Conference							
Location (Facility and City)	Toronto, Ontario Sheraton Hotel							
Dates	Sunday Jan 21 to Tuesday Jan 23/18							
	21	22	23					
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation	247.08	247.08	Town					494.18
Transportation TAXI	20.00		16.00					36.00
Breakfast	/	/	/					0
Lunch	17.00	/	17.00					34.00
Dinner	45.00	/	/					45.00
Per Diem	10.00	10.00	10.00					30.00
Other GAS/PARK	47.81		33.25					81.06
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
	621.50		316.68				1088.18	
			+ 160.50 / 486.18				1107.68	
5. Town Used Vehicle	Yes	No	Reason					Total
Mileage Claimed	KM x \$0.47 =							
6. Approved					Total Expenses		1808.42	
					Advance Received		/	
					Balance Claimed		1827.92	
					Balance Refunded		210.06	

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.

Jan 24, 2018
Date

Doug Brown
Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

Date	Treasurer	10-020-6240-1500-71531	Cashier
------	-----------	------------------------	---------

REPOURT INTERNATIONAL
THUNDER BAY
INTERNATIONAL AIRPORT
www.tbairport.on.ca

**** TICKET ****
LANE/UIDE: West 2 Pay Station
Entered/Arrived:
2018/01/21 11:08

Ticket/Billet#: 68876974
Dur/Duree: 52:36:16
Paid On/Paye Le:
2018/01/23 15:45

Paid/Paye: \$ 33.25
Original Fee: \$ 33.25
HST: \$ 3.82

Change: \$ 0.00
VISA
SG: \$ 0.00

Merchant ID: 00351395
*****3059 MY
VISA CREDIT
VISA

Seq# 0017731040 C
Purchase/Sale 18/01/23 15:45:08
Auth# 052111

A0000000031010
TUR: 808008000 TSI: 7800

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

---IMPORTANT---
Retain this copy for your records
CUSTOMER COPY

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

Tax Description	Qty	Amount
H Bronze	No2	
38.902 L @ \$1.229/ L		\$47.81

Sub Total \$47.81
13.0% HST tax on \$0.00
5.0% HST-F tax on \$0.00
TOTAL \$47.81
VISA: \$47.81
Change \$0.00

Fuel Includes HST 13.0% \$5.50
Fuel Includes HST-F 5.0% \$0.00
HST - Fuel - ON No. 137400032RT

01 APPROVED - THANK YOU 001

VISA 1W XXXXXXXXXXXXX3059
TERMINAL No. 89203442 C

PURCHASE
INV No. 2034426239
APPROVAL No. 030751
VISA CREDIT
AID A0000000031010
TVR 8080008000
TSI 6800

D

RECEIPT

CALL NO. 827437 DATE 01/21/18
CAB NO. 827437 AMOUNT \$ 20
DRIVER'S NAME Ahmed Hussein
FROM B.B. Airport
TO Shoraton Centre TO

NOTE: AMOUNT SHOWN ABOVE INCLUDES HST
Driver is an Independent Contractor, any HST Input Credit
may be claimed as "NOTIONAL" or applied to driver's
registration number, not Co-op Cabs.

DRIVER'S HST NO.
(if applicable)

TO: Administration and Finance Executive Committee

FROM: Dawn Galusha, Deputy Treasurer

DATE: January 31, 2018

SUBJECT: POA Write-Off Request

BACKGROUND

The Provincial Offences Act Collection/Write-Off Policy No. 1.13 provides guidelines for write-off of items deemed uncollectable when all appropriate collection steps as per policy have been exhausted and the fine has been in default for six (6) years. As stated in the policy, fines are written off for accounting purposes only and do not absolve a convicted offender from the requirement to pay a fine as debts to the Crown are owed in perpetuity and are never forgiven.

The Annual Write-off report, as compiled by POA Staff, included all records for 2011 convictions, underpayments of \$25 or less and deceased persons convictions and was presented to the Municipal Partners for perusal on November 22, 2017. The final write-off total as at December 31, 2017, in the amount of \$36,333.48, is now being brought forward to the Administration & Finance Executive Committee for recommendation.

Fort Frances Court Services

Annual Write-Off Report Form 2011 Convictions to be written-off in 2018 as at December 31, 2017

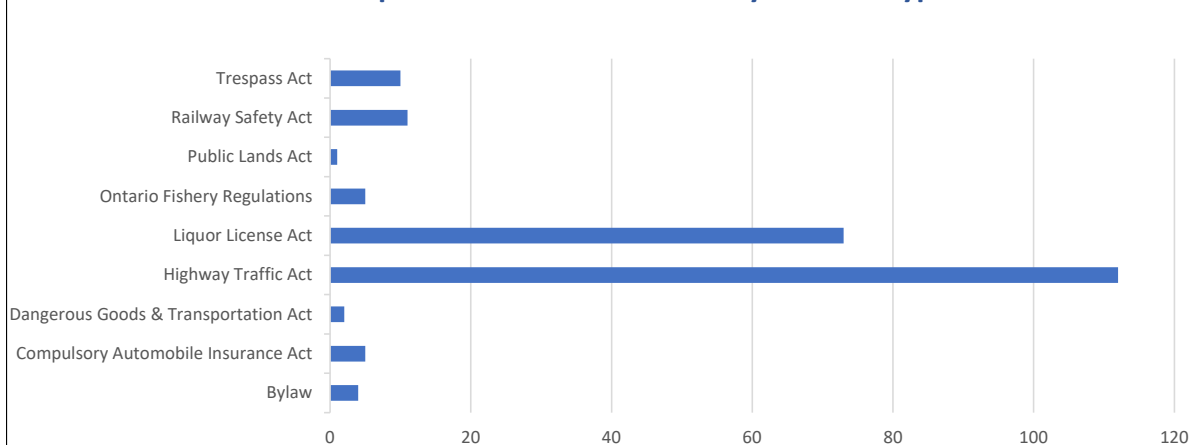
Updated January 29, 2017

Write-off Category	# of Records	Value	Avg Fine Amount
2011 Convictions under \$100	17	\$773.78	\$45.52
2011 Convictions between \$100-\$1000	194	\$24,215.30	\$124.82
2011 Convictions over \$1000	2	\$11,199.20	\$5,599.60
Underpayments \$25 or less	10	\$145.20	\$14.52
Deceased Persons	0	\$0.00	\$0.00
	223	\$36,333.48	

Write-off Per Statute

Write-Off Category	# of Records	Value	Avg Fine Amount
Bylaw	4	\$285.97	\$71.49
Compulsory Automobile Insurance Act	5	\$322.93	\$64.59
Dangerous Goods & Transportation Act	2	\$1,118.78	\$559.39
Highway Traffic Act	112	\$11,700.88	\$104.47
Liquor License Act	73	\$8,710.19	\$119.32
Ontario Fishery Regulations	5	\$1,043.58	\$208.72
Public Lands Act	1	\$10,199.20	\$10,199.20
Railway Safety Act	11	\$1,892.55	\$172.05
Trespass Act	10	\$1,059.40	\$105.94
	223	\$36,333.48	

2018 Proposed Write-off amounts by Offense Type



TO: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: February 1, 2018
SUBJECT: 2018 Interim Tax Levy By-Law -Due Date Change

BACKGROUND

On January 8, 2018 Council passed By-Law No. 02/18 being a by-law to provide for an interim tax levy for 2018 and of which sets out the instalment due dates.

The second instalment was set for March 30, 2018 which is Good Friday so therefore request an amended due date of March 29, 2018 which would be the last working date in March.

TOWN OF FORT FRANCES

BY-LAW NO. 02/18

(Being a by-law to provide for an interim tax levy in the year 2018 and to provide for penalty and interest to be charged on the unpaid balance for late payment of said interim taxes, all as provided for in the *Municipal Act, 2001*, (the "Act"), S.O. 2001, Chapter 25, Sections 307, 317, and 345.)

WHEREAS Section 317 (1) of the Act, as amended, provides that the Council of a local municipality, before the adoption of the estimates for the year, may pass a by-law to levy amounts on the assessment of property in the local municipality rateable for local municipal purposes;

AND WHEREAS in Section 317 (3), paragraph 1, the amount levied shall not exceed the prescribed percentage, or 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year;

AND WHEREAS Section 317 (9) provides an exception that Council has the authority to adjust the interim taxes levied on particular properties if they are of the opinion that the interim tax levy on those particular properties is too high or too low in comparison to the estimate of the current year total taxes on those properties;

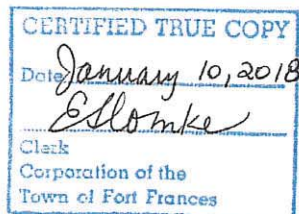
NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:


1. That before the adoption of the estimates for 2018, there shall be levied by taxation in the Town of Fort Frances an adjusted annualized property tax as provided for in the *Municipal Act, 2001*, Section 317.
2. That the Interim taxes levied under this By-Law shall be payable in 2 instalments, the first being fifty (50)% of the total taxes levied and the second being the remaining balance of said taxes with due dates for payment as follows:


First Instalment: February 28, 2018
Second Instalment: March 30, 2018
3. That pursuant to Section 345 there shall be imposed on the first day of default a penalty of one and one-quarter (1¼) per cent on each instalment of taxes payable as herein provided or part thereof remaining unpaid after the same shall become due and payable.
4. That pursuant to Section 345 there shall be imposed interest of one and one-quarter (1¼) per cent on each instalment of taxes payable as herein provided or part thereof remaining unpaid after the first day of default on the first day of each calendar month in which default continues until the 31st day of December 2018.
5. That the Treasurer, not later than twenty-one (21) days prior to the date that the first instalment is due shall mail or cause to be mailed to the address of the residence or place of business of each person taxed, a tax notice setting out the amount of each instalment, the date by which it is to be paid and the penalty charge imposed for late payment.
6. That all taxes shall be paid to the Corporation of the Town of Fort Frances.
7. That the Treasurer is hereby empowered to accept part payment from time to time on account of any taxes due.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 8th day of January 2018.




R. Avis, Mayor


E. Slomke, Clerk

TO: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: February 1, 2018
SUBJECT: Councillor Ken Perry – RRDMA Annual General Meeting Per Diem

BACKGROUND

Attached is a copy of Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$160.00 to attend the RRDMA Annual General Meeting in Fort Frances on January 13, 2018 as submitted by Councillor Ken Perry.

The registration fee of \$40.00 was paid by the Town resulting in the total cost of \$200.00 to attend the RRDMA Annual General Meeting as authorized by Council.

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

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

Attendee	Ken Perry
Conference / Seminar Attended	RRDMA AGM
Location	Fort Frances Memorial Sports Centre
Dates	Jan 13/18

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date						Jan 13		
Amount						160 ⁰⁰		160 ⁰⁰

Name (Please Print)	Signature
Ken Perry	Ken Perry
Approved	Date
	Jan 13/18

To be submitted to Payroll for processing when approved by Council

TO: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: February 2, 2018
SUBJECT: Land Sales Contributions to Reserve Funds

BACKGROUND

In preparation for year end, administration is seeking direction for the 2017 unallocated land sales revenue. The Huffman Court lot sales realized \$201,100.00 and industrial lot sale realized \$1,750.00 for a total of \$202,850.00.

When planning the development of the old Huffman School property, it was understood that the proceeds from the sale of Huffman Court lots would be transferred back to the Reserve funds that financially supported the construction of the sub-division; being the Corporate Building, Corporate Projects and Water & Sewer Reserve Funds. Council approved allocation of the 2016 land sales to Reserve Funds in the amount of \$584,971.50. The 2014 & 2015 Huffman lot sales total amount of \$87,000.00 was not reallocated to Reserves Funds in those prior years.

For your review, I have attached a report that summarizes the reserve fund allocations for the development, the related percentages of their contribution from 2010 to 2015, and the suggested amounts of contributions to those reserve funds for the 2014, 2015 and 2017 Huffman Court Sales.

The sale of the Industrial lot property could also be directed as contributions to reserve funds if so directed to assist with future development or capital projects.

Corporate Building Reserve Fund	\$ 47,507.69
Corporate Projects Reserve Fund	\$109,412.97
Water & Sewer Reserve Fund	<u>\$132,929.34</u>
Total Contribution	<u>\$289,850.00</u>

HUFFMAN COURT RESERVE FUND ALLOCATION

Year	Reserve Funds			Sub-Total	General Fund Cont Salary/Benefits/Equip	TOTAL	NOTES
	Corporate Building	Corporate Projects	Water & Sewer				
2010	\$160,960.02			\$160,960.02		\$160,960.02	Purchase of Huffman School Property
2012		\$15,135.65		\$15,135.65		\$15,135.65	Property Development
2013		\$320,901.82	\$308,036.96	\$628,938.78	\$14,559.95	\$643,498.73	Property Construction
2014			\$142,559.83	\$142,559.83	\$3,374.23	\$145,934.06	Curb/Gutter/Sod
2015			\$28,806.45	\$28,806.45		\$28,806.45	Bell/Complete Deficiencies
	\$160,960.02	\$364,843.92	\$450,596.79	\$976,400.73	\$17,934.18	\$994,334.91	

2016	16.49%	37.37%	46.14%	100.00%
	\$65,135.50	\$147,611.50	\$182,253.00	\$395,000.00
2017	\$33,161.39	\$75,151.07	\$92,787.54	\$201,100.00
2014 & 2015	\$14,346.30	\$32,511.90	\$40,141.80	\$87,000.00
	\$47,507.69	\$107,662.97	\$132,929.34	\$288,100.00
	\$112,643.19	\$255,274.47	\$315,182.34	\$683,100.00

2017 LAND SALES

Sale Price Land Sales	0.13		0.08			0.05			
	HST	Total	Legal Fees	1.0176 HST- Prov	HST -Fed	Total			
Huffman Crt - Lot 1	39,900.00	5,187.00	45,087.00	1,187.69	1,208.59	74.11	59.38	1,342.08	43,744.92
Lot 29 Industrial Park	1,750.00		1,750.00	-1,538.21	-1,565.28	-95.98	-76.91	-1,738.17	3,488.17
Huffman Crt - Lot 2	39,900.00	5,187.00	45,087.00	1,037.69	1,055.95	64.75	51.88	1,172.58	43,914.42
Huffman Crt - Lot 8	41,500.00	5,395.00	46,895.00	1,039.10	1,057.39	64.84	51.96	1,174.18	45,720.82
Huffman Crt - Lot 5	39,900.00	5,187.00	45,087.00	1,038.66	1,056.94	64.81	51.93	1,173.68	43,913.32
Huffman Crt - Lot 4	39,900.00	5,187.00	45,087.00	1,038.66	1,056.94	64.81	51.93	1,173.69	43,913.31
Pt Lot 40 River Range McIrvine	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	<u>202,850.00</u>	<u>26,143.00</u>	<u>228,993.00</u>	<u>3,803.59</u>	<u>3,870.53</u>	<u>237.34</u>	<u>190.18</u>	<u>4,298.04</u>	<u>224,694.96</u>

Huffman Court Lot Sales	\$201,100.00
-------------------------	--------------

Huffman Court Sub-Division

2010	Purchase of FF Huffman School Property	160,960.02	
2012	Sub-Division Construction	15,135.65	
2013	Sub-Division Construction	643,498.73	
2014	Sub-Division Construction	145,934.06	
2015	Sub-Division Construction	28,806.45	
		833,374.89	Bell Canada Infrastructure/Additional Sub-Grade Expenses
		<u>994,334.91</u>	

	Size sq. m.	Construction	Land Purchase	Total Lot Cost	2014 Lot Sold	2015 Lot Sold	2016 Lot Sold	2017 Lot Sold	Loss on Sale
Lot 1	752.50	42,305.15	8,170.92	50,476.07				39,900.00	10,576.07
Lot 2	752.50	42,305.15	8,170.92	50,476.07				39,900.00	10,576.07
Lot 3	752.50	42,305.15	8,170.92	50,476.07					
Lot 4	752.50	42,305.15	8,170.92	50,476.07				39,900.00	10,576.07
Lot 5	752.50	42,305.15	8,170.92	50,476.07				39,900.00	10,576.07
Lot 6	1,015.00	57,062.76	11,021.24	68,084.00	45,500.00				22,584.00
Lot 7	796.30	44,767.56	8,646.51	53,414.08			41,500.00		11,914.08
Lot 8	796.30	44,767.56	8,646.51	53,414.08				41,500.00	11,914.08
Lot 9	796.30	44,767.56	8,646.51	53,414.08			41,500.00		11,914.08
Lot 10	993.20	55,837.17	10,784.53	66,621.70			49,500.00		17,121.70
Lot 11	1,640.40	92,222.41	17,812.06	110,034.47			65,000.00		45,034.47
Lot 12	1,641.50	92,284.25	17,824.00	110,108.26			65,000.00		45,108.26
Lot 13	993.20	55,837.17	10,784.53	66,621.70			49,500.00		17,121.70
Lot 14	796.30	44,767.56	8,646.51	53,414.08			41,500.00		11,914.08
Lot 15	796.30	44,767.56	8,646.51	53,414.08			41,500.00		11,914.08
Lot 16	796.30	44,767.56	8,646.51	53,414.08		41,500.00			11,914.08
	14,823.60	833,374.89	160,960.02	994,334.91	45,500.00	41,500.00	395,000.00	201,100.00	260,758.84
					\$683,100.00				



FIRE & RESCUE SERVICE

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement



December 2017 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Total Hours: Incidents; Training; and Public Service	Training Sessions:	Public Ed & Prevention; Public Events; Public Service:	Fire Safety Standards Enforcement Inspections:	Fire Drills	EMS Calls:	Fire Calls:	Fire Loss estimated values in Dollars:
46.03	2	2	11	0	4	1	\$50,000
Alarm Calls:	MVC Calls:	Ice / Water Calls:	(CO) Carbon Monoxide / Gas Leak Calls:	Hazmat Calls:	Mutual Aid Calls:	Other Calls:	Critical Incident Stress Debriefs:
4	5	0	1	0	1	1	0

FORT FRANCES FIRE & RESCUE SERVICE RESPONDED TO **17 EMERGENCY RESPONSE CALLS** DURING DECEMBER 2017.

Total Hours:

A total of **37.53 Hours** was spent on responding to emergency incidents; a total of **4 Hours** was spent on training; and **4.5 Hours** was spent on **Public Service Activities**.

Time of Day:

During this month, **71%** of our calls for service occurred on the Day Shift between 07:00 & 19:00 and **29%** of our calls for service occurred during the Night Shift between 19:00 & 07:00.

Public Fire Safety Education / Public Events / Public Service/ Highlights:

Fort Frances Christmas Parade – December 2, 2017: Once again, our Team Members decorated our fire apparatus and participated in the annual Christmas Parade.

Giving Back to Our Community (Salvation Army Christmas Hampers: Dec 17, 2017): Our Team continued onward with our annual tradition of giving back to our community. We put together over **150-plus Christmas Hampers** for the local Salvation Army.

Our **year-round educational Public Fire Safety Campaign** in the *Fort Frances Times - Thursday Bulletin*, which all households in our town receive on a weekly basis is getting a lot of positive feedback ... especially from our senior population. As well, thanks to all the local community businesses (community booster's) who are funding this campaign.

Fire Prevention Inspections / Re-inspections:

11 (eleven) inspections / re-inspections were completed. This brings our total to **172** Fire Safety Inspections / Re-Inspections completed for **2017**. In **2016**, only **85 inspections / re-inspections** were completed.



FIRE & RESCUE SERVICE

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement



December 2017 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Emergency Medicals Service (EMS) Response Calls:

There were **4 (four)** Emergency Medical Service (EMS) requests. One of the EMS Calls was a First Responder Call.

Fire Response Calls:

There was **1 (one) Fire Response Call**. On December 20th, **16 team members** responded to a house fire located on the 1000 Block of Colonization Street West.

As well, we responded to the scene with two pumper trucks and two rescue trucks. The cause of the fire was determined to be electrical wiring.

Mutual Aid Calls:

There were **1 (one) Mutual Aid Call**. On Monday, December 18, 2017 at approximately 07:23 PM, the **International Falls Fire Department** requested **Mutual Aid** from the **Fort Frances Fire & Rescue Service** for a major fire at **Rainy Lake Oil in International Falls, Minnesota**.

Assistance was also provided by the **Littlefork Fire Department**, and a **Foam Suppression Fire Truck** from the **Falls International Airport**. A total of **35 firefighters** and **seven pieces of fire apparatus** responded.

MVC (Motor Vehicle Crashes):

There were **5 (five) MVC** calls; **3 (three)** of the MVC calls were in the town of Fort Frances, and **2 (two)** of the MVC calls were outside the town of Fort Frances.

Fire Alarms:

There were **4 (four)** False Fire Alarm calls this month.

(CO) Carbon Monoxide / Gas Leak Calls:

We responded to **1 (one)** false CO Alarm call.

Other Calls:

Two of our team members, as well as myself responded to Fort Frances Courthouse for the report of an activated fire alarm. Our team members confirmed that the sprinkler head was intentionally damaged, resulting in the activation and tripping of the fire alarm.

Summary

Our team takes pride in the services we provide and how we provide them. As well, our team continued to show their dedication to our service and community in 2017, and I am confident that the **2017 Annual Report**, which I will be submitting later in **January 2018**, will highlight their hard work and dedication.

FORT FRANCES FIRE & RESCUE SERVICE

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement

2017 ANNUAL REPORT
FROM: TYLER MOFFITT – FIRE CHIEF/CEMC



FORT FRANCES FIRE & RESCUE SERVICE

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement

2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Fire Chief/CEMC's Message	3
Our Communities Vision, Mission, & Values / Our Fire & Rescue Service Core Values	4-5
Our Fire & Rescue Service Mission and Objectives	6
Organizational Structure & Department Staff	6-7
Retirements / Part Time Firefighter Resignation's & Hiring's	7
Medal Presentations	8
Emergency Incident Responses (within the town) for 2017	8-9
Significant Emergency Incidents	10
Fire Safety Inspections	11
Emergency Preparedness Week: Spring Open House	11
Public Fire Safety Education	11-13
Public Fire Safety Education ... an ongoing program / Other Public Relation Events	13-14
Giving Back to Our Community (Annual Christmas Tree Pick-up)	15
Annual Fort Frances Christmas Parade	15
Giving Back to Our Community (Annual Salvation Army Christmas Hampers)	15
Vulnerable Occupancy Inspections and Drills	16
Training	16
HURST JAWS OF LIFE – GREEN CROSS AWARD	17-18
Union Gas Grant	19
Annual Table Top Emergency Exercise	19
Apparatus and Equipment	20
Town of Fort Frances Fire & Rescue Service Steering Committee	21
Ontario Fire Marshal and Emergency Management Review / Fire Underwriters Survey	22
Rainy River District Mutual Aid	22
Summary and 2018	23

FORT FRANCES FIRE & RESCUE SERVICE

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement

2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Message from Tyler Moffitt, Fire Chief/CEMC

2017 was a productive year for the Fort Frances Fire & Rescue Service; our team members responded to **350 Emergency Incident Responses** and completed **172 Fire Safety Inspections and Re-Inspections**.

Throughout 2017, our Fire & Rescue Service prepared and worked towards our annual objectives. Managing physical and human resources is a **major part** of our operational plan to meet the needs of our community. As a team, we need to ensure we have the resources to meet the ongoing **public fire safety education needs, fire safety inspection needs**, as well as **emergency preparations and response needs of our community**. We must ensure we are **never caught unprepared**.

Meanwhile, 2017 saw our team complete a **Fire Underwriters Survey**, which was the first of its kind since **1987**. As well, our team also completed a full review by the **Ontario Fire Marshal and Emergency Management**. With regards to a long-term training plan ... a proposed **20-Year Training Plan** to prepare for future years has been developed; this Training Plan will be updated to reflect the **level of service** we will be providing, as directed by our mayor and council. The Training Plan includes human resources, and what key training is required.

On April 1, 2017 Brad Townson joined the ranks as our 5th Class fulltime firefighter, which enabled me to put Wayne Riches, our Captain of Fire Prevention and Education back on straight day shifts as of June 8, 2017. Wayne's new schedule, which is a 4-On / 4-Off schedule, enables our team to develop and adhere to our **Public Fire Safety Education and Fire Safety Prevention Program**.

As well, Acting Captain Rob Dokuchie was promoted to Captain of Training, and Acting Captain Dave Crichton was promoted to Captain of Apparatus and Equipment. Captain Rob Dokuchie was put on straight day shifts as of June 12, 2017 and adheres to a 4-On / 4-Off schedule, which is opposite the Captain of Fire Prevention and Education. This new schedule enables our team to develop and adhere to our **Training Program**.

Training is always a priority, and in 2017 we conducted additional training sessions in addition to our regular training. These sessions are outlined in this Report.

Meanwhile, we welcomed our new 11-6 replacement Rescue/Utility vehicle, which is a 2017 Chevy Silverado 4x4 Extended Cab; this new vehicle will serve our team very well for many years to come.

Our team takes pride in the services we provide and how we provide them. I truly believe to be a strong team ... we must **leverage our collective skills**. As well, our team has continued onward to show their dedication to our service and community in 2017, and I am confident that the following **Annual Report** highlights their hard work and dedication.

“Team Work is the cornerstone of everything we do as a community member, as well as being the foundation of our communities Fire & Rescue Service ... everyone has a voice.”

Tyler Moffitt, Fire Chief/CEMC
Fort Frances Fire & Rescue Service

FORT FRANCES FIRE & RESCUE SERVICE

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement

2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Our Communities Vision

“A community with boundless opportunities.”

Our Communities Mission Statement

“Together we will create a safe, sustainable and attractive community that improves our quality of life and promotes economic growth and prosperity.”

Our Communities Values

Vision & Innovation:

There are countless and boundless opportunities ... together we can all lead with innovation and creativity ... so we can achieve these opportunities, which will benefit all people.

Integrity:

Do what's right and in the best interest of our people and community.

Fiscal Responsibility:

Be fiscally responsible to the people of our community, as well as understand the needs for our community and prioritizing them with due diligence in mind.

Sustainability & Stewardship:

Lead and maintain sustainable development that meets our needs without compromising our future. As well, commit to deliver on our obligations and responsibilities, which has been entrusted to our care.

Quality of Life:

Commit to maintaining and continuously look at things to improve and develop our standard of health & safety and well-being in our community.

Transparency:

Being honest and open with our people will help with improving trust, attitude, behaviour, and loyalty, as well as building relationships.

Community Engagement:

Actively optimizing our community engagement will be a Win-Win for all stakeholders in building relationships, which will help people see our vision for the benefits of our community.

Responsible Leadership:

Make decisions that take in account the citizens of Fort Frances, but also include all stakeholders and future generations. We need to embrace and commit to the development of our team ... no one gets left behind.

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Partnerships:

Embracing and building potential partnerships will unveil great opportunities for all stakeholders; we can look at opportunities with First Nations, the opportunity to provide a service provision within our district, as well as encourage public-private partnerships.

Inclusivity:

Leveraging our collective skills and teamwork, which includes everyone; this will ensure we respect and serve all people with respect, sensitivity, and fairness ... so we all can succeed together.

Our Fire & Rescue Service Core Values

PROFESSIONALISM

The fire and rescue service demands the highest standards of excellence, integrity, commitment, and dedication from all its employees. As professionals, we must treat all others with respect and dignity. The public and taxpayers deserve nothing less.

INTEGRITY

The fire and rescue service is entrusted with protecting the public and enforcing fire and other related codes. Each member has a personal responsibility to demonstrate the highest ethical standards to inspire confidence and trust in each other and in the public, we serve.

RESPECT

Each member of our fire and rescue service should be treated with consideration and respect. Personnel must be free to contribute fully to this fire and rescue service without any fear or disrespect. All employees must respect the dignity and rights of co-workers and the public they serve.

ACCOUNTABILITY

In carrying out our mission, and objectives ... all employees must hold themselves accountable to the public, taxpayers and personally for their actions.

PARTNERSHIP

The Fort Frances Fire & Rescue Service recognizes that its success requires a diverse, coordinated team committed to the highest standards of trust, hard work, co-operation, and communication working together with external stakeholders to achieve common goals.

INNOVATION

The fire and rescue service team strive to work creatively, proactively, and effectively in providing services to the public. We are committed to finding flexible, efficient, and innovative approaches to providing fire safety.

FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Mission

The Fort Frances Fire and Rescue Service is committed to the protection of lives, property, and the environment in the Town of Fort Frances through Fire Prevention, Public Education, and Emergency Response, utilizing available resources in an efficient and effective manner.

Objectives

- Aim for the highest professional standards in service delivery and internal management.
- Develop a comprehensive life and property protection service with continuous review to identify the municipality's changing fire service requirements.
- Promote the coordinated effort of all staff and resources in the fires service to ensure the effectiveness of our fire and public safety mission.
- Maintain a comprehensive training program to adequately educate personnel in the latest knowledge and techniques in performing their duties.
- Develop and maintain good working relations with all federal, provincial, district, and municipal departments, utilities and agencies.
- Prepare maintenance programs to ensure the preparedness of all equipment required in the delivery of fire and public safety.
- Maintain a comprehensive fire prevention and public education program to ensure community needs are met.

The Fort Frances Fire & Rescue Service is a composite department consisting of a fulltime Fire Chief/CEMC, six fulltime firefighters and sixteen-part time firefighters.

Career Staff (years of service includes all part time and full-time fire service)

Name	Rank	Service
Tyler Moffitt	Fire Chief/CEMC	31 years
Dave Crichton	Captain of Apparatus and Equipment	28 years
Wayne Riches	Captain of Fire Prevention and Education	19 years
Rob Dokuchie	Captain of Training	17 years
Doug Wright	3rd Class Firefighter	14 years
Gavin Payne	4 th Class Firefighter	6 years
Brad Townson	5 th Class Firefighter	4 years

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Part Time Staff

Name	Rank
Daryl Eyolfson	Part Time Firefighter
Leo Arrigo	Part Time Firefighter
Greg Wiendenhoeft	Part Time Firefighter
Real DeGagne	Part Time Firefighter
Rob Smith	Part Time Firefighter
Dean Tibbs	Part Time Firefighter
Mike Barlow	Part Time Firefighter
Tim Beaulne	Part Time Firefighter
Bruce Roth	Part Time Probationary Firefighter
Tyler Yatchuk	Part Time Probationary Firefighter
Katelynne Stearns	Part Time Probationary Firefighter
Jarid Sandelovich	Part Time Probationary Firefighter
Kyle Pace	Part Time Probationary Firefighter
Jeff Rousseau	Part Time Probationary Firefighter
Kevin Douse	Part Time Probationary Firefighter
Shawna McDonald	Part Time Probationary Firefighter

Retirements

Captain Kirk Armstrong retired on September 30th, 2017 completing 31 years of service with the Town of Fort Frances. Kirk joined the Fort Frances Fire & Rescue Service as a fulltime firefighter on November 3, 1986. We all thank Kirk for his dedicated years of service to our community, and wish him an enjoyable retirement.

Part Time Firefighter Resignation's & Hiring's

Part Time Firefighter's Shawn Morrison and Jeremy Nussbaumer resigned and moved out of town to the Township of La Vallee. As well, Jesse Adair and Scott Hamilton resigned and still live in our community.

Three of these gentlemen had there **NFPA Firefighter Level 2**, which represented four years' worth of training and certifying to the well-known National Standard. We all thank these fine gentlemen for their years of service to our community, as well as wish them all the best.

New recruits Kyle Pace, Katelynne Stearns, Jarid Sandelovich, Bruce Roth, Tyler Yatchuk, and Jeffery Rousseau where officially hired on June 1st and have all completed their 40-Hour New-Recruit Training.

As well, new recruits Kevin Douse and Shawna McDonald joined our team in the fall.

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Medal Presentations: The Fire Services Long Service Medals (Provincial) were presented to: Dave Crichton, Captain of Apparatus and Equipment (25 years) and Tyler Moffitt, Fire Chief/CEMC (25 years). As well, The Fire Services Long Service Bars (Provincial) was presented to: Tyler Moffitt (30 years).

Fort Frances Times Photo: Left to right: Tyler Moffitt, Fire Chief/CEMC and Dave Crichton, Captain of Apparatus and Equipment



Emergency Incident Responses (within the town) for 2017

The Miscellaneous Fire category includes cooking or pot on stove fires, chimney or flue fires, grass and rubbish fires. The Miscellaneous Calls category includes power lines down, and/or arcing, flood in buildings etc. The following graph demonstrates Incidents by event type.



FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

2017 Breakdown of 350 Emergency Response Incidents	
EMS Calls	208
False Alarms	60
Vehicle Crashes	26
Miscellaneous Fires	25
Carbon Monoxide Calls	11
Miscellaneous Calls	10
Natural Gas Leaks	3
Structure Fires	3
Vehicle Fires	3
Mutual Aid Calls	1

2017 Percentage Breakdown of 350 Emergency Response Incidents

In **2016**, our team responded to **511** Emergency Response Incidents. For **2017**, we responded to **350 (161 less)** Emergency Response Incidents, which is a **31.5%** reduction in calls as compared to **2016**.

EMS Calls: Accounted for **59.4%** of our calls. In **2016**, our team responded to **244** EMS calls. For **2017**, we responded to **208 (36 less)** EMS calls, which is a **15%** reduction in calls as compared to **2016**. This is due in part of the new agreement with the Rainy River District Social Services Board, which took effect mid-way through **2017**.

False Alarms: Accounted for **17.1%** of our calls.

Vehicle Crashes: Accounted for **7.4%** of our calls. Of the **26** Vehicle Crashes our team responded to ... two of the calls were actual Vehicle Extractions.

Miscellaneous Fires: Accounted for **7.1%** of our calls.

Carbon Monoxide Calls: Accounted for **3.1%** of our calls.

Miscellaneous Calls: Accounted for **2.9%** of our calls.

Natural Gas Leaks: Accounted for **0.9%** of our calls.

Structure Fires: Accounted for **0.9%** of our calls. As results, the estimated loss due to structure fires was \$1,124,500. **Note:** One structure fire accounted for most of this estimated loss figure.

Vehicle Fires: Accounted for **0.9%** of our calls.

Mutual Aid Calls: Accounted for **0.3%** of our calls.

FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Significant Emergency Incident: On Saturday, November 11, 2017 at approximately 05:26 AM, 18 members of the Fort Frances Fire Rescue Service responded to a major structure fire at the former Acklands-Grainger building on Sixth Street West.

The 18 members consisted of the Fire Chief/CEMC, all 6 Fulltime members, as well as 11 Part Time members.

Damage to the building was extensive, and our fire officer who was assigned to the investigation of the fire scene classified the cause of the fire as being undetermined.



Significant Emergency Incident: On Monday, December 18, 2017 at approximately 07:23 PM, the International Falls Fire Department requested Mutual Aid from the Fort Frances Fire & Rescue Service for a major fire at Rainy Lake Oil in International Falls, Minnesota. Assistance was also provided by the Littlefork Fire Department, and a Foam Suppression Fire Truck from the Falls International Airport. A total of 35 firefighters and seven pieces of fire apparatus responded.



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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Fire Safety Inspections

A total of **172 Inspections / Re-inspections** were completed in 2017. During these inspections, many violations had been found, and subsequently had been repaired or corrected.

Emergency Preparedness Week: Spring Open House – Saturday, May 27th

Our Spring Open House to promote Emergency Preparedness Week was held at our Fire Hall. Our team had displays, emergency preparedness and fire safety information, as well as all our apparatus and equipment were on display for the public.



Photo courtesy of Fort Frances Times

Public Fire Safety Education

Business and Community Expo – Fort Frances Curling Club: Our Team attended the Business and Community Expo on April 21st and 22nd; approximately **1000 people** attended our Fire and Life Safety Booth.

The results of our team engaging in conversations with people to provide Fire and Life Safety Education unveiled the fact ... we still have many people in our community who are not truly educated on Working Smoke Alarms, Home Escape Plans, CO (Carbon Monoxide) Alarms, Kitchen Fire Safety, Safety with Smoking Materials, Safety with Heating Equipment, and Emergency Preparedness. ***This is a prime example of WHY our team needs to continue onward with our continuous Fire and Life Safety Education Initiatives throughout our community.***

FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

The theme for this year's **Fire Prevention Week (Oct 8-14)** was: ***EVERY SECOND COUNTS PLAN 2 WAYS OUT!*** A **Fall Fire Safety Day** was held on at **Canadian Tire** to promote Fire Prevention Week. Our team had displays, information booths, and apparatus and equipment on scene; **300-plus people** attended.



Photo courtesy of Fort Frances Times

As well, our team participated in school's visits for **JK to grade 3**, with fire safety presentations geared to grade level. **660-PLUS** students and teachers/classroom aids attended these fire safety presentations.



Fort Frances Times Photo: Wayne Riches had the attention of the Grade 2 class at J.W. Walker School as he explained some **fire safety** tips in conjunction with Fire Prevention Week (Oct. 8-14). Our Team made similar visits to St. Michael's School, and Robert Moore School to spread the message of **fire safety**.

Our Team canvassed the town with a **Home Fire Safety Mailbox Drop Initiative**, as well as handed out Home Fire Safety information uptown, as well as at the Memorial Sports Centre. Even after Fire Prevention Week was over, our team continued onward with the **Home Fire Safety Mailbox Drop Initiative** throughout the month of October.

FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

During the week of Oct 8-14, the **Fort Frances Times** ran multiple **Fire Safety awareness news in their paper**, as well as we had community booster's sponsor a **full-page ad** in the Wednesday Times on October 11th.

Our day shift crew, myself, and one-part time firefighter participated in the ***Trunk or Treat Halloween*** event; it was a huge success, which saw hundreds and hundreds of children attend along with their parents/caregivers.



Public Fire Safety Education ... an ongoing program

Wayne Riches, our Captain of Fire Prevention and Education delivered a fire safety presentation at the **2017 Senior's Fair** to approximately **100 seniors at the Sister Kennedy Centre**. His fire safety presentation included kitchen and cooking fire safety. Many of the seniors had numerous questions for Wayne.



FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

November saw us starting a **Public Fire Safety Campaign** in the *Fort Frances Times - Thursday Bulletin*, which all households in our town will receive on a weekly basis. As well, we have some local community businesses (community booster's) who will be funding this campaign. A Big Thank You goes out to **Gillons, Sunset Protection Systems, Norlund Oil, and Causeway General Insurance Brokers Ltd.**



Other Public Relation Events

Public Fire Safety Education goes hand in hand with Fire Prevention and we strive to continually improve and increase our public education programs to reach all age groups. Tours of our Fire Hall have been conducted for various groups including students; many have met our team members, as well as listened to their fire safety talks. Tours have also been provided many local and out of town visitors.



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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Giving Back to Our Community (Annual Christmas Tree Pick-up: January 14, 2017)

Every year, town residents put their real Christmas Trees out for our team members to collect. As in the past, the Christmas Tree pick-up is held on the first Saturday following Ukrainian Christmas. As well, our team members collect a monetary donation to donate to a local charity.

Fort Frances Christmas Parade – December 2, 2017

Once again, our Team Members decorated our fire apparatus and participated in the annual Christmas Parade.



Giving Back to Our Community (Salvation Army Christmas Hampers: Dec 17, 2017)

Our Team continued onward with our annual tradition of giving back to our community. We put together over **150-plus Christmas Hampers** for the local Salvation Army.



Front row, left to right: Kyle Pace, Doug Wright, and Real DeGagne. **Back row, left to right:** Tyler Moffitt, Wayne Riches, Brad Townson, Dean Tibbs, Elizabeth DeGagne (Real's Daughter), and Gavin Payne.

FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Vulnerable Occupancy Inspections and Drills

The Fort Frances Fire & Rescue Service continued to follow the Ontario Fire Marshall directive to conduct fire drill scenarios, observations, and fire safety inspections at all Vulnerable Occupancies within the Town of Fort Frances.

This included all care occupancies, care and treatment occupancies. A total of three vulnerable occupancy drills and inspections were conducted; this included Riverside Health Care Facilities, Rainy Crest Long Term Care Facilities, and Sybel Russell Hall.

As well, our team supervised all the fire drills conducted at every Manor (Public Housing Facility) in the Town of Fort Frances.

Training: Part Time Firefighter's

The new recruits hired in 2017 completed 40-Hours of orientation training prior to their entry as a responding part time probationary firefighter.

All Part time Firefighters train bi-weekly on topics ranging from: Firefighters Health & Safety, Personal Protective Equipment, Self-Contained Breathing Apparatus, Fire Behaviour, Fire Service Communications, Incident Management System, Building Construction, Tools & Equipment, Response & Size-Up, Ladders, Search & Rescue, Water Supply, Fire Hose, Fire Attack Lines & Foam, Portable Fire Extinguishers, Ropes & Knots, Scene Lighting, Forcible Entry, Ventilation, Fire Streams, Fire Control, Loss Control, Firefighter Rehabilitation, Firefighter Decontamination, Wildland & Ground Fires, Fire Suppression, Vehicle Rescue & Extrications, Rescues Tools, Fire Protection Systems, Fire & Life Safety Initiatives, and Note Taking.

Training: Fire Inspector 1

The Fire Chief/CEMC and two other fulltime firefighters 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. 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.

Training: Fire Con - Thunder Bay (Fire Training and Education Conference)

The Fire Chief/CEMC and two other fulltime firefighters attended a **Fire Scene Assessment** course in Thunder Bay for two full days of great training, which was put on by Tim Irish of the OFMEM (Ontario Fire Marshal Emergency Management).

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

HURST JAWS OF LIFE – WORLD-RENOWNED GREEN CROSS AWARD

On **January 31, 2017**, Team Members responded to a Motor Vehicle Crash where two trucks were involved. **Gavin Payne** and **Wayne Riches** utilized a Hurst eDRAULIC Combination Tool to remove the driver side door of a truck where a patient was trapped. They then assisted our local **Rainy River District EMS** members with the removal of the patient.

Both Gavin Payne and Wayne Riches are Full Time members of the Fort Frances Fire & Rescue Service, and were recognized by **HURST JAWS OF LIFE**, and awarded the **World-Renowned Green Cross Award**, which acknowledges these two professionals for the successful rescue with a **HURST JAWS OF LIFE RESCUE TOOL**.

Left to right: Gavin Payne and Wayne Riches



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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

On **October 8, 2017**, Team Members responded to a Motor Vehicle Crash near Turtle River Road on Hwy 11, with one occupant trapped in a vehicle, which was on its roof. Fort Frances Fire & Rescue Team Members Dave Crichton, Doug Wright, Gavin Payne, and Real DeGagne utilized a **Hurst eDRAULIC Combination Tool**, **Hurst Heavy Hydraulic Cutters**, and **Hurst Hydraulic Rams** for a successful rescue of one patient.

Our local Police Service ... the **OPP (Ontario Provincial Police)**, as well as the **Rainy River District EMS** played a huge part in this rescue. As well, after the rescue ... our **Rainy River District EMS** members ensured the patient was cared for, and safely transported to the hospital.

Dave Crichton, Doug Wright, and Gavin Payne are Full Time Firefighters, while **Real DeGagne** is a Part Time Firefighter. All four of these team members have been recognized by **HURST JAWS OF LIFE**, and awarded the **World-Renowned Green Cross Award**, which acknowledges these fine gentlemen for the successful rescue with **HURST JAWS OF LIFE RESCUE TOOL'S**.

Fort Frances Times photo: Left to right: Gavin Payne, Dave Crichton, Tyler Moffitt, Real DeGagne, and Doug Wright.



*A big thank you needs to go out to all our local **Emergency Responders** ... such as members of the **OPP (Ontario Provincial Police)**, and our **Rainy River District EMS**. These **Emergency Responders** are on the front lines every single day; they are there when they are called upon ... they have always continued to provide our citizens a professional and vital service. All of us in the Town of Fort Frances, and throughout the Rainy River District need to acknowledge these **professionals** more often.*

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Union Gas - \$1,000 Grant

Equipping our firefighters with public fire safety education materials is important to ensure they can effectively deliver fire safety education to the public.

The generous donation of \$1,000 from Union Gas helps to strengthen our collaborative partnership. Public Fire Safety Education Materials, related to our fire safety initiatives, is important for our Fire & Rescue Service. Working together, we will be better equipped to keep our community educated and safe. Fire safety and our people is what we all hold dear to our hearts, no one gets left behind.

Fort Frances Times Photo: Left to right: Captain Rob Dokuchie, Fire Chief/CEMC Tyler Moffitt, and Duane Harris of Union Gas.



Annual Table Top Emergency Exercise for the Town of Fort Frances

Our Alternate CEMC (Community Emergency Management Coordinator) Patrick Briere designed and organized our 2017 Emergency Management Program Table Top exercise in accordance with Emergency Measures Ontario requirements. On October 30th our Municipal Emergency Control Group completed our table Top exercise. Thanks goes out to Patrick Briere, and to all the people that took part in the emergency exercise; this table top exercised proved to be a learning experience for all of us.

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Apparatus and Equipment

Two Rescue Vehicles	Rescue 11-6 – 2017 Chevy Silverado - Rescue/Utility. Rescue 11-7 – 2013 Dodge - Heavy Rescue Truck equipped with the "jaws of life" servicing the Town of Fort Frances and the Central Zone of the Rainy River District.
Two Pumpers	Pumper 11-1 – 1995 Volvo equipped with 1050 GPM pump, ground ladders and firefighting equipment. Pumper 11-2 – 2008 Spartan equipped with 1250 GPM, 30' water tower and light boom, ground ladders and firefighting equipment.
One Aerial Ladder	Aerial Ladder 11-3 – 1988 Ford equipped with a 1050 GPM pump, 75-foot hydraulic ladder, and firefighting equipment.
One Command Trailer	Command 11-8 – 2010 - 28-foot trailer equipped with a Fleetnet communication system for Provincial interoperability. Deployed as a mobile command post, rehab point or Emergency Operation Centre.
One Spill Response Trailer	11-4 - 2011 – 14-foot trailer equipped with basic equipment and tools for spill response.
One Marine Response Boat	Marine 11-9 – 14-foot Aluminum boat with 25 hp motor that is used for rescue support, and access to municipal islands for fire suppression and prevention duties.
Two Water Rescue Craft	Oceanid Rapid Deployment Craft that is designed for quick deployment after arrival on scene. Very effective for shore based, and open water rescue.

In 2017, all three of our fire apparatuses had their annual commercial vehicle safety inspections, and pump tests completed, as well as all the ground ladders tested.

As well, in addition to these annual tests, our 11-3 1988 Ford Aerial Ladder Truck successfully had NDT (Non-Destructive Testing) completed; it will need to have a NDT completed again in 2022 as per Ontario Regulations.

In 2018, 11-3 1988 Ford Aerial Ladder Truck will have new tires and rims installed.

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Town of Fort Frances Fire & Rescue Service Steering Committee

A Steering Committee was formed for the Fort Frances Fire & Rescue Service. The Steering Committee consists of: Mayor: Roy Avis; Councillor June Caul, Councillor Ken Perry, Doug Brown, CAO and Tyler Moffitt, Fire Chief/CEMC

The purpose of the Steering Committee is to review matters associated with the operations and level of service, which the Fort Frances Fire & Rescue Service currently provides to the citizens of Fort Frances.

The main objectives of the Operational Review of Fire & Rescue Services Committee are as follows:

To review existing operational elements such as staff scheduling and training to better understand the current level of operational services provided by the Fire & Rescue Service, with the goal of ensuring that an adequate staffing level is retained, while employing the most cost effective and efficient approach for the delivery of enhanced inspections services and reduced liabilities.

Review existing Bylaw No. 31/10 with consideration for amending some of the existing prescribed services to reduce liabilities, and/or updating of the reporting procedures by the Fire Chief/CEMC.

Upon receipt of the completed Fire Protection Services operational audit report by the Ontario Fire Marshal and Emergency Management, a thorough review of the report will be conducted with the expectation of amending the existing fire services by-law to meet the needs of the community in the most cost-effective manner while ensuring compliance with all applicable regulations & legislation.

Review the voluntary tiered response activation agreement with RRDSSAB along with existing response statistics to ensure that the Fire & Rescue Service is responding adequately and identifying the tiered response is being properly utilized in accordance with the terms of the current agreement.

Review the Fire Underwriters Survey Report to identify any amendments, which may be necessary to ensure that a revised by-law is in place which meets the needs of the community in the most cost-effective manner, while ensuring compliance with all applicable regulations & legislation.

FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Ontario Fire Marshal and Emergency Management Review

During the last week of June, the Ontario Fire Marshal and Emergency Management conducted a review of our Fire & Rescue Service, which was had been initiated by myself and our CAO.

The scope of the review covered the following items:

- fire risk assessments
- fire inspection practices and protocols
- public education programs
- fire investigations
- pre-incident planning
- interaction between municipal services and the fire service
- records management, and
- fire service training

It was an audit to looked at our strengths, weaknesses, as well as opportunities for improvement with respect to our fire and rescue service.

Fire Underwriters Survey

During the first week of August, Fire Underwriters Survey finalized an assessment of the Town of Fort Frances' fire defenses for the primary purpose of fire insurance grading and classification.

As well, Fire Underwriters Survey measured the ability of the Fire Department, Water Supply, Emergency Communications, and Fire Safety Control (Fire Prevention and Public Education) against the level of built risk within the community.

Rainy River District Mutual Aid System

The Fort Frances Fire and Rescue Service is a member of the Rainy River District Mutual Aid System.

This system is intended to provide fire protection services efficiently, effectively, and safely through a co-operative and flexible approach.

Going forward, the **“Three Key Pillars”** for our district Fire and Rescue Services to continuously embrace are: **Public Fire Safety Education, Fire Safety Inspections, and Training our Team Members.**

FORT FRANCES FIRE & RESCUE SERVICE

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2017 ANNUAL REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Summary and 2018

As we look towards 2018 as being a very exciting year, we must look back at 2017 as being a successful year. Ever changing, adapting and preparing for the future is what we need to do as a team on a continual basis.

We do this with the aid and assistance of all our community partners and Town Divisions, and we could not provide our level of service without their services. I would like to thank everyone who was part of helping us serve our Town residents, businesses, and visitors in 2017.

Our Fire and Rescue Team Members are committed to safely protecting life, property, and the environment through Public Fire Safety Education, Fire Safety Inspections and Initiatives, and when all else fails ... Emergency Response.

To be able to **respond effectively** during an **emergency incident** ... we need to **train** ... we need to **train** to a **standard**, as well as **set the bar high**. We need to **train** as a **team** ... so we can **respond** and **work** as a **team**.

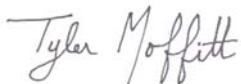
As Fire Chief/CEMC, I am committed to ensuring our team does everything we can ... to ensure we are always working towards and embracing our core values, mission, and objectives, as well as **always being prepared**.

The years ahead for our Fire & Rescue Service will continue to be full of many challenges. I view our teams' future as a clean slate waiting to be filled in, as well as developed and completed to resemble a great team people truly want to be a member of, but positioned to evolve for the demands of the changing times and future.

Meanwhile, as a long-time resident of Fort Frances, my roots and background run deep within our Fort Frances Fire & Rescue Service; I have truly enjoyed serving my community for over 30-plus-years.

In closing, I look forward to the future and working with all stakeholders ... to ensure the protection of lives, property, and the environment in the Town of Fort Frances.

Yours in Fire and Life Safety,



Tyler Moffitt, Fire Chief/CEMC
Fort Frances Fire & Rescue Service