

# TOWN OF FORT FRANCES

## Administration and Finance Executive Committee

### AGENDA - April 17, 2018 - NOON

#### MEETING - Committee Room, Civic Centre

#### Session # 68

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof**
4. **Approval of Previous Committee Minutes**
  - 4.1 Session No. 67 dated April 3rd, 2018. 3 - 4
5. **In-Camera**
6. **Items Referred from Council**
  - 6.1 Rainy River Valley Agricultural Society financial request. 5 - 8
  - 6.2 Borderland Pride Request. 9 - 11
7. **New Business**
  - 7.1 Waiving of Procurement Policy. 12
  - 7.2 Health and Safety Policy - Annual Review. 13 - 14
  - 7.3 2018 Capping Parameters for Capped Properties. 15 - 19
  - 7.4 Use of Corporate Resources in Election Periods Policy. 20 - 22
  - 7.5 Further Bill 68 Amendments - Declaration of Interest. 23 - 24
  - 7.6 Recount Policy - 2018 Municipal Elections. 25
8. **Non-agenda Items**
9. **Standing Items**
  - 9.1 High-Tonnage Rail Lines Revenue Request. 26 - 32
10. **Information**
  - 10.1 Fire & Rescue Services - March 2018 Report. 33 - 35

	Page
10.2 Town of Fort Frances General Fund (Operating) Summary for the Three Months Ending Saturday, March 31, 2018.	36 - 37
10.3 Town of Fort Frances Water and Sewer Fund (Operating) Summary for the Three Months Ending Saturday, March 31, 2018.	38
<b>11. <u>Adjourn / Next Meeting Date - May 8, 2018</u></b>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 67

April 3rd, 2018

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on April 3rd, 2018 from 12:01 p.m. to 12:59 p.m.

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

ALSO PRESENT: D. Brown, CAO, L. Lindberg, Treasurer, D. Galusha, Deputy Treasurer, T. Moffitt, Fire Chief/CEMC (12:01 p.m to 12:05 p.m.).

REGRETS: Councillor W. Brunetta

**1. Call to Order**

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

- 2.1 L. Lindberg, Treasurer re: OPP Office Lease Agreement Audited Statements for the year ending December 31, 2017.

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

**4. Approval of Previous Committee Minutes**

- 4.1 Session No. 66 dated March 20th, 2018.

Ryan-Avis: Approved as presented.

CARRIED

**5. In-Camera - None identified**

**6. Items Referred from Council**

- 6.1 District 1A Senior Games Committee Financial Request.  
- committee approved recommending a donation to the District 1A Senior Games Committee in the amount of \$250.00 for the District 1A Senior Games to be held June 5th and 6th, 2018 in Fort Frances.
- 6.2 Fort Frances Canadian Bass Championship Requests.  
- committee recommended approval of the requests from the Fort Frances Canadian Bass Championship for as laid out in the Administration and Finance Executive Committee report which includes input from Community Services, Planning and Development and Operations and Facilities Executive Committees.

**7. New Business**

- 7.1 Rescinding of By-Law 48/99 (an agreement with the Fort Frances Tribal Area Health Authority for fire protection services).  
- committee recommended approval for rescinding By-Law 48/99 for housekeeping purposes as a result of the notice of termination of the Memorandum of Agreement with Gizhewaadiziwin Health Access Centre on November 24th, 2010.
- 7.2 Update on Schedule A of By-Law 02/10-D.  
- committee recommended approving that Schedule "A" of By-Law 02/10 **not** be revised or updated at this time and further that Administration prepare a letter to be forwarded to both the Northwestern Ontario Municipal Association (NOMA) and Rainy River District Municipal Association (RRDMA) organizations suggesting that consideration should be

given to revising their respective constitutions whereby the per diem allowance for any Council member representing NOMA and/or RRDMA be covered by same organizations, instead of the existing practice of the individual Municipalities covering the per diem allowance for Council members. This practice is one similarly utilized by the Northwestern Health Unit.

- 7.3 2017 Contribution to Reserve Funds.  
- committee recommended approval of the allocation of 2017 surplus as laid out in the report.

**8. Non-agenda Items**

- 8.1 OPP Office Lease Agreement Audited Statements for the year ending December 31, 2017.  
- committee recommended acceptance of the OPP Office Lease Agreement audited financials for the year ended December 31, 2017 as prepared by BDO Canada LLP and further recommended authorizing payment for the invoice in the amount of \$1,629.01 for services.

**9. Information**

- 9.1 High Tonnage Railway Right-of-Way Information.  
- received as information. Councillor Perry requested that this item remain as a standing item.

**10. Adjourn / Next Meeting Date - April 17, 2018**

---

Executive Committee Chair

---

D. Brown, CAO

**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** April 12, 2018  
**SUBJECT:** The Rainy River Valley Agricultural Society Gala

---

## **BACKGROUND**

At the April 7, 2018 Council Meeting the Rainy River Valley Agricultural Society event request for “The Rainy River Valley Gold Rush Gala” was referred to the Administration & Finance Executive Committee for recommendation.

This year’s Gala fundraising event is taking place on April 14, 2018 at the Emo-LaVallee Arena. Attached is the fundraising event invitation to purchase tickets at a cost of \$50.00 each or to consider sponsorship of this event, which includes 12 tickets/reserved table for Platinum - \$2,000, 8 tickets/reserved table for Gold - \$1,500, Silver - \$1,000 or Bronze -\$500. All proceeds from this year’s Gala will go towards the renovation of the Emo Fair Grounds.



February 7, 2018

The Rainy River Valley Agricultural Society is hosting  
**"The Rainy River Valley Gold Rush Gala"**  
 on Saturday, April 14, 2018.

The gala will be our major fundraising event for the renovation of the Emo Fair Grounds this year. The project, Rainy River Valley Education & Events Centre, will renovate our historical Exhibition Hall to make it more functional and accessible. The existing washroom building & food booths will be demolished and a new block of food venues will be built, incorporating a covered pavilion and accessible washrooms.

Our reason for contacting you today is to invite you to be a part of our gala as a donor and as an attendee. We are expecting to have 250+ guests join us for an evening in the Gold Rush Days! Games, music, food & drink and a celebration in support of our 117 year old Emo Fair. There will be a cake roulette, penny table, silent auction, costumes and games of the Gold Rush days with wonderful prizes. We would love to see donations for our penny table or silent auction, donations of prizes or monetary donations for purchasing items for the event. You will be acknowledged as a donor that evening during the event.

We invite you and your family, friends and staff to join us for this special evening and please, in the spirit of the Gold Rush Days, come in costume fitting of the time. Thank you in advance for your support and if you require more info or assistance please contact one of our committee members.

JOE BODNAR	~	276-8637
JOYOUS BRAGG	~	275-9791
DIANE GIBSON	~	275-8448
SHERRI HAY	~	276-0783
GAYLE HYATT	~	482-2972
MARIE SAUNDERS	~	275-5517
DWIGHT STANG	~	276-9188



# RAINY RIVER VALLEY AGRICULTURAL SOCIETY

## PRESENTS

### "RAINY RIVER VALLEY GOLD RUSH GALA"

It is an exciting time for the Rainy River Valley Agricultural Society as we prepare for the renovation of the Emo Fair Grounds. Come join us for an evening spent in the Era of The Gold Rush. The evening will be set in time and will feature special local entertainment, a silent & live auction, games of the Gold Rush days, a wonderful home-cooked meal & drinks, all event donations & profits will go to make our Fair Grounds a place to be proud of and enjoyed for another 100 years!

We expect to have 250+ guests join us on the ice surface at the Emo-LaVallee Arena so sponsoring this event is a great way to promote your business in our district, while also giving back to your community.

The following sponsorship packages are available for this Gala:

#### PLATINUM SPONSOR:

\$2000

PUBLIC RECOGNITION IN MEDIA \* THANK YOU AD ON RADIO & NEWSPAPER \* YOUR BANNER DISPLAYED AT THE EVENT \* YOUR LOGO ON PRINTED MATERIAL INCLUDING EVENT PROGRAM & ADVERTISEMENTS  
\* PREMIUM SEATING \* 12 COMPLIMENTARY TICKETS & TABLE SIGN

#### GOLD SPONSOR:

\$1500

PUBLIC RECOGNITION IN MEDIA \* THANK YOU AD ON RADIO & NEWSPAPER  
\* YOUR BANNER DISPLAYED AT THE EVENT  
\* PREMIUM SEATING \* 8 COMPLIMENTARY TICKETS & TABLE SIGN

#### SILVER SPONSOR

\$1000

IN EVENT PROGRAM \* SMALL BANNER DISPLAYED AT EVENT  
\* PREMIUM SEATING \* 8 COMPLIMENTARY TICKETS & TABLE SIGN

#### BRONZE SPONSOR

\$500

NAME FEATURED ON TABLE THANK YOU CARDS \* 8 COMPLIMENTARY TICKETS & TABLE SIGN

*Please see back page for another way to gain extra recognition!*

The proceeds from this Gala will go toward the "Rainy River Valley Education & Events Centre Project" at the Emo Fair Grounds which will allow more use of the facilities by having upgraded washrooms and buildings for three seasons of the year and a place for groups and organizations to meet and learn. We hope you can see what we see for the future of our Fair Grounds in assisting our Agricultural groups & community, our Tourism Industry and the Economic Development with an amazing venue for training, meeting, sharing & marketing.

Individual tickets will be on sale in March for

\$50

# RAINY RIVER VALLEY AGRICULTURAL SOCIETY

## "RAINY RIVER VALLEY GOLD RUSH GALA"

### *Exclusive Sponsorship Opportunities*

Entertainment Sponsor: 2 X

\$750

YOUR COMPANY CAN SPONSOR OUR ENTERTAINMENT \* THANK YOU AD ON RADIO & NEWSPAPER  
\* BANNER AT EVENT \* BUSINESS' RECOGNITION AT EACH TABLE \* LOGO IN EVENT PROGRAM  
\* NAME FEATURED ON TABLE THANK YOU CARDS

Wine Sponsor: 2 X

\$750

YOUR COMPANY CAN SPONSOR WINE FOR EVERY TABLE \* IN RETURN WE WILL PLACE A LABEL ON EVERY WINE  
BOTTLE WITH YOUR LOGO \* THANK YOU AD ON RADIO & NEWSPAPER \* BANNER AT EVENT \* LOGO IN EVENT PRO-  
GRAM \* NAME FEATURED ON TABLE THANK YOU CARDS

Grand Prize Sponsor:

\$500

YOUR COMPANY CAN SPONSOR OUR GRAND PRIZE DRAW \* THANK YOU AD ON RADIO & NEWSPAPER  
\* BANNER AT EVENT \* LOGO IN EVENT PROGRAM \* NAME FEATURED ON TABLE THANK YOU CARDS

Supper Sponsor: 5 X

\$500

YOUR COMPANY CAN BE ONE OF FIVE SUPPER SPONSORS \* YOUR BUSINESS CARDS WILL BE DISPLAYED \* SMALL  
BANNER PLACEMENT \* NAME IN EVENT PROGRAM \* NAME FEATURED ON TABLE THANK YOU CARDS



PLEASE NOTE: CHARITABLE RECEIPTS WILL BE ISSUED  
WITH ALL SPONSORSHIPS. COMPLIMENTARY TICKETS  
ARE NOT INCLUDED WITH EXCLUSIVE SPONSORSHIPS

#### FOR MORE INFORMATION CONTACT:

JOE BODNAR	276-8637
JOYOUS BRAGG	275-9791
DIANE GIBSON	275-8448
SHERRI HAY	276-0783
GAYLE HYATT	482-2972
MARIE SAUNDERS	275-5517
DWIGHT STANG	276-9188



**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** April 12, 2018  
**SUBJECT:** Borderland Pride Request

---

## **BACKGROUND**

At the April 9, 2018 Council Meeting, the attached letter received from Borderland Pride was referred to the Administration & Finance Executive Committee for recommendation.

Borderland Pride co-chair, Douglas W. Judson, has requested assistance with respect to the following items:

- 1) Permission and assistance in holding a flag-raising event at the town office on July 14, where the mayor and other community leaders will be invited to offer brief remarks suitable for the occasion.
- 2) Guidance with respect to any necessary permits or escorts that must be arranged for a pedestrian Pride march as part of the celebrations on July 14.
- 3) Any assistance the Town can provide to expedite the Moffat funding decision process or fill the funding gap until Moffat decisions are made.

The Rainy Lake Square will be used for some of the Pride Week events on July 14, and the Borderland Pride group thanks the Town for developing this wonderful public facility for the community.

March 23, 2018

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

*Sent via Email*

Dear Mayor Avis and Members of Council:

**Re: Pride Week 2018**

Borderland Pride is the LGBTQ2A (lesbian, gay, bisexual, trans, queer, two-spirit, and ally) Pride organization for Fort Frances and the surrounding municipalities and First Nations.

Like other Pride groups around the world, our mandate is (i) to promote LGBTQ2 inclusion and acceptance in our community, (ii) to celebrate the diversity of our region, and (iii) to provide resources and supports which improve the community's understanding of LGBTQ2 identities and orientations, and some of the unique challenges facing LGBTQ2 people in our society.

Since last summer, we have been engaging with the community through roundtables, networking events, and social media to identify specific needs for Fort Frances and the surrounding area. We have received significant support and encouragement from area residents, businesses, and public sector organizations to hold a 'Pride Week' celebration in the Fort Frances area, with a view to installing it as a new annual celebration for the region.

This has been a task that we have been proud to take on and we will soon be in a position to unveil the programming for Borderland's first-ever Pride Week. The event line-up we are preparing will be inclusive, suitable for all ages, and open to all members of the community. Our primary goal is to showcase our community as a welcoming, inclusive environment for LGBTQ2 young people, diverse families, and other individuals from equity-seeking groups. This is an important objective for any small community undergoing demographic and economic transition like we are seeing in Fort Frances and the Rainy River District.

We recognize that through the media, Pride in larger cities has become synonymous with ostentatious parades and parties, but people should know that the Pride event you will see in most smaller communities looks a lot like any other family-oriented festival, fair, or picnic. Our

event will be no different, and is modelled on recent successful Pride celebrations in Kenora and Dryden.

**With this letter, we would like to request that council formally declare the week of Monday, July 9 through Sunday, July 15 as Pride Week in the Town of Fort Frances for 2018.**


In addition, as part of this request, we would appreciate your assistance with respect to the following items:

1. We would like your permission and assistance holding a flag-raising event at the Fort Frances town office on July 14, where the mayor and other community leaders will be invited to offer brief remarks suitable for the occasion.
2. We plan to hold a pedestrian Pride march as part of the celebrations on July 14. This route will use sidewalks (no motor vehicles). We would appreciate any guidance with respect to any necessary permits or escorts that must be arranged for such an event.
3. While we have applied for a small amount of funds from this year's Moffat allocation, we have some concerns that the funding decisions will not be announced in advance of our event. We appreciate any assistance the Town can provide to expedite this process or help us to fill the funding gap until Moffat decisions are made.

Finally, the Rainy River Future Development Corporation has reserved the Rainy Lake Square for some of our Pride Week events on July 14, and we wish to thank the Town for developing this wonderful public facility for the community. We look forward to putting it to good use as a focal point for some of our Pride Week festivities.

Should you have any questions or if you would like more information about our plans, please contact us at [borderlandpride@gmail.com](mailto:borderlandpride@gmail.com) or (807) 861-3684. We look forward to hearing from you soon.

Sincerely,



Douglas W. Judson  
Co-Chair

**To: Administration & Finance Executive Committee**  
**From: Tyler Moffitt, Fire Chief/CEMC**  
**Date: April 6, 2018**  
**Subject: Waiving of Procurement Policy**

---

## **Background**

The 2018 Capital Budget of \$36,000 for Extrication eDraulics Cutters & Spreaders was approved in principle.

There are only two authorized dealers in all of Canada, and because we are in Ontario, we are required to purchase the eDraulics Cutters & Spreaders from CODE 4 Fire & Rescue Inc.

As per the Procurement Policy, this purchase with tax falls into the Purchases over \$5,000 but not exceeding \$35,000 category. As well, as per the policy, at least three written quotes prior to ordering is required.

Given the circumstances of this unique piece of equipment and limited suppliers in Canada, I am requesting to waive the Procurement Policy for this purchase.

## **Recommendation**

That the Administration & Finance Executive Committee approves this report and directs Council to bring forward the resolution to waive **4.0 PROCUREMENT PROCEDURES / D. Purchasing Methods / iii Purchases over \$5,000 but not exceeding \$35,000**, with regards to purchasing the Extrication eDraulics Cutters & Spreaders.

Respectfully submitted,



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



Administration & Finance Division

---

**To:** Administration and Finance Executive Committee

**From:** Jordan Forbes, Human Resources Coordinator

**Date:** April 11, 2018

**Subject:** Health and Safety Policy – Annual Review

---

Attached, please find the Health and Safety Policy. An annual review of the policy is a legal requirement. As such, the policy is being presented for your review and approval.

In order to keep staff informed, we have presented the policy at a recent Manager's meeting, and it will be presented at our April 13 Civic Centre staff meeting.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jordan S", is enclosed in a thin black rectangular border.

Jordan Forbes  
Human Resources Coordinator

# THE TOWN OF FORT FRANCES

## Section: Health and Safety

## Policy: Health and Safety

---

<b>Creation Date:</b>	December 1999
<b>Revised Date:</b>	2001, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2017
<b>Review by Date:</b>	April 24, 2018
<b>Resolution Number:</b>	783
<b>Supersedes Resolution Number:</b>	095
<b>Policy Number:</b>	5.1

---

The Corporation of the Town of Fort Frances ("The Town") is vitally interested in the health and safety of our employees, and protecting them from occupational injury and illness is a major continuing objective. The Town will make every effort to provide a safe, healthy work environment as indicated by acceptable industry practices and compliance with legislative requirements. All supervisors and workers must be dedicated to the continuing objective of reducing the risk of injury in the workplace.

The Town, as an employer, is ultimately responsible for worker health and safety and will strive to control any workplace hazards which may result in fires, security losses, damage to property, and occupational injuries and illness. Accidental loss can be controlled through sound management practices in combination with active employee participation and engagement.

Supervisors will be held accountable for the health and safety of workers under their supervision. Supervisors are responsible for ensuring that machinery and equipment are safe, and that workers work in compliance with established safe work practices and procedures. Employees must receive adequate training in their job-specific tasks to protect their health and safety.

Every worker must protect his or her own health and safety by working in compliance with the law and with safe work practices and procedures established by the Town.

It is in the best interest of all parties to consider health and safety in the workplace. Our commitment to occupational health and safety is an integral part of what we do at every level of the organization, from the Mayor and Council to every employee of the Town.

**TO:** Administration & Finance Executive Committee

**FROM:** Dawn Galusha, Deputy Treasurer

**DATE:** April 12, 2018

**Subject:** 2018 Capping Parameters for Capped Properties

---

## **BACKGROUND**

In accordance with s. 329.1 of the *Municipal Act*, a single tier municipality may pass a by-law to implement one or more of the capping parameters provided for each of the capped property classes (commercial, industrial and multi-residential).

Capping parameters consist of the following:

- Increase 10% of annualized taxes
- Increase 10% CVA tax increase
- Utilize up to \$500 threshold to move to CVA based taxes
- Properties that were at CVA Tax in 2017 or that would cross over CVA Tax in 2018 can be excluded from capping
- Exclude Reassessment related increases from the capping Calculations (new in 2017)
- Minimum tax level for new to class construction properties eligible for 6 comparables (i.e. 70% for 2005, 80% for 2006, 90% for 2007 and 100% for 2008 and beyond)
- Capping Exit Options – Eligible Phase-out at 1/3, Year 2 of 4 only if vacant land is excluded (new in 2017)

Any of the above referenced capping parameters may be used on their own or in combination with other options and can be applied differently to each capped class. If a by-law is not passed under section 329.1 then only 5% of the previous year's annualized tax limit would be allowed. In 2017, capping parameters were revenue neutral within the industrial class, 10% increase of annualized tax limit based on previous year's annualized taxes, 10% increase of the prior year CVA tax limit, that the minimum tax level of 100% for new construction to capped property classes be maintained, exclude reassessment related increases from the capping calculation, properties that were at CVA Tax in 2016 or that would cross over CVA Tax in 2017 be excluded from capping, and that the capping phase-out Year 1 (1/4) be included in capping options.

As indicated in the OPTA 2017 Capping Summary Analysis Reports three (3) properties are subject to capping, 1 property is protected by the annualized tax limit and 2 properties that will be clawed back.

Since we chose to enter capping phase-out in 2017, it is best to continue with the same options as last year:

### Capping Options

- Increase 10% of annualized taxes
- Increase 10% CVA tax increase
- Properties that were at CVA Tax in 2017 or that would cross over CVA Tax in 2018 are excluded from

capping

- Exclude Reassessment related increases from the capping Calculations
- Capping Exit Options – Eligible Phase-out at 1/3, Year 2 of 4 only if vacant land is excluded

This will ensure the earliest exit of capping as well as ensure that each property is paying as close to CVA tax as is possible.



[Home](#) | [Contact OPTA](#) | [Municipal Contacts](#) | [Feedback & Enquiries](#) | [User Agreement](#) | [Bulletins](#) | [Glossary](#) | [Exit](#)
[Tax Tools](#) | [Clear Parameters](#) | [See Parameters](#)

## 2018 Capping Summary Analysis Report using Calculated Rates

Using OPTA calculated rates on April 12, 2018 5:35PM EST.

Assessment Data Filter Option Used: No Limits, Include PIL Properties, Tax Ratios Used: 2018 Revenue Neutral Tax Ratios

### Fort Frances Town, 5912

Capping Report		Frequency Distribution Report		Back to Capping Options	
		Multi-residential	Commercial	Industrial	
Capping Parameters					
Annualized Tax Limit				10.00%	
Prior Year CVA Tax Limit				10.00%	
CVA Tax Threshold - Increases				\$0	
CVA Tax Threshold - Decreasers				\$0	
Exclude Reassessment Increase				Yes	
Exclude Properties Previously at CVA Tax				Yes	
Exclude Properties that Move from Capped to Clawed Back				Yes	
Exclude Properties that Move from Clawed Back to Capped				Yes	
Exit capping immediately		Already Exited	Already Exited	Not Eligible	
Capping phase-out		Not Eligible	Not Eligible	Year 2 (½)	
Capping Clawback and Retained Percentages					
Clawback Percentage				32.9616%	
Retained Percentage				67.0384%	
Total				100.0000%	
Total Tax Adjustment					
Capped Properties				-\$479	
Clawback Properties				\$479	
Net Class Impact/Shortfall				\$0	

<< Expand

Expand

Category	Properties	2017 Annualized Taxes	2018 CVA Taxes Without Adjustments	2018 CVA Taxes Before Levy Change	2018 Capping Adjustment	2018 Overall Levy Change Adjustment	Threshold or Phase-Out Adj	Revised 2018 Tax	Tax Adj for 2018	\$ Amount
Multi-residential										
At CVA Tax due to Exclude Options:										
<a href="#">CVA Tax-Class is Excluded from Capping</a>	20	624,793	625,508	625,458	0	0	0	625,508	0	0
Commercial										
At CVA Tax due to Exclude Options:										
<a href="#">CVA Tax-Class is Excluded from Capping</a>	276	2,863,283	2,923,070	2,898,626	0	0	0	2,923,070	0	0
Industrial										
<a href="#">Capped by CVA Tax Limit, Phase-out Year 2</a>	1	1,034	2,048	2,037	198	7	331	1,569	-479	
<a href="#">Tax Above CVA Tax due to Clawback</a>	2	20,761	19,422	19,316	-969	109	0	19,901	479	
<a href="#">Total Subject to Capping</a>	3	21,795	21,470	21,353	-771	115	331	21,470	0	
At CVA Tax due to Exclude Options:										
<a href="#">Excluded, Previously CVA Tax</a>	46	930,806	933,484	929,670	0	0	0	933,484	0	
<a href="#">Total Excluded</a>	46	930,806	933,484	929,670	0	0	0	933,484	0	
<a href="#">Class Total</a>	49	952,600	954,955	951,023	-771	115	331	954,955	0	
Total All Classes										
<a href="#">Capped by CVA Tax Limit, Phase-out Year 2</a>	1	1,034	2,048	2,037	198	7	331	1,569	-479	
<a href="#">Tax Above CVA Tax due to Clawback</a>	2	20,761	19,422	19,316	-969	109	0	19,901	479	
<a href="#">Total Subject to Capping</a>	3	21,795	21,470	21,353	-771	115	331	21,470	0	

At CVA Tax due to Exclude Options:									
Excluded, Previously CVA Tax	46	930,806	933,484	929,670	0	0	0	933,484	0
CVA Tax-Class is Excluded from Capping	296	3,488,076	3,548,578	3,524,085	0	0	0	3,548,578	0
Total Excluded	342	4,418,881	4,482,063	4,453,755	0	0	0	4,482,063	0
Grand Total	345	4,440,676	4,503,533	4,475,108	-771	115	331	4,503,533	0

Application Copyright: Reamined Systems Inc. All Rights Reserved

[Home](#) | [Contact OPTA](#) | [Municipal Contacts](#) | [Feedback & Enquiries](#) | [User Agreement](#) | [Bulletins](#) | [Glossary](#) | [Exit](#)[Tax Tools](#) | [Clear Parameters](#) | [See Parameters](#)

## 2018 Capping Report using Calculated Rates

Menu

Using OPTA calculated rates on April 12, 2018 5:38PM EST.

Assessment Data Filter Option Used: No Limits, Include PIL Properties, Tax Ratios Used: 2018 Revenue Neutral Tax Ratios

### Category: Subject to Capping

#### Fort Frances Town, 5912

Search Roll Number:  

Annualized Tax Limit	10.00%
Prior Year CVA Tax Limit	10.00%
CVA Tax Threshold - Increasers	0
CVA Tax Threshold - Decreasers	0
Exclude Reassessment Increase	Yes
Exclude Properties Previously at CVA Tax	Yes
Exclude Properties that Move from Capped to Clawed Back	Yes
Exclude Properties that Move from Clawed Back to Capped	Yes
Exit capping immediately	Not Eligible
Capping phase-out	Year 2 (½)
Clawback Percentage	32.9616%
Net Class Impact/Shortfall	0

Levy Change	Fort Frances Town
Industrial	0.5491%
Large Industrial	0.3916%

Note: Some values have been rounded for display purposes.

[Click](#) here for detailed explanation of the treatment of new and excluded properties in the capping and notional tax rate calculation. 

<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>	<a href="#">Asc / Desc</a>
<< Expand										Expand >>	
Roll Number	RTC	2017 Annualized Taxes	2018 CVA Taxes Without Adjustments	2018 CVA Taxes Before Levy Change	2018 Capping Adjustment	2018 Overall Levy Change Adjustment	Threshold or Phase -Out Adj	Revised 2018 Tax	Tax Adjustment for 2018		
									\$ Amount	% of CVA Taxes	
591201000602600	I	1,033.51	2,047.90	2,036.72	197.87	6.76	330.90	1,569.04	-478.86	-23.38%	
591201000612000	I	2,493.06	2,177.85	2,165.96	-219.28	12.49	0.00	2,286.26	108.41	4.98%	
591201000716900	I	18,268.06	17,244.50	17,150.33	-749.31	96.20	0.00	17,614.95	370.45	2.15%	

Application Copyright: Reamined Systems Inc. All Rights Reserved

April 11, 2018

REPORT TO: Administration & Finance Executive Committee

FROM: Elizabeth (Lisa) Slomke, Town Clerk

SUBJECT: Use of Corporate Resources in Election Periods Policy

## **BACKGROUND**

The Municipal Elections Act (MEA) was reviewed following the 2014 Municipal Election and as Council is aware a number of amendments have been enacted within Bill 181, the Municipal Elections Modernization Act (Bill 181). Specifically, section 88.18 of the MEA states that municipalities shall establish rules and procedures with respect to the use of municipal or board resources, as the case may be, during the election campaign period.

In June of 2006, the Town of Fort Frances established Policy 1.17 (attached) which provided for rules respecting use of corporate resources in election periods. Due to the enactment of Bill 181, several policy amendments are necessary in order for us to expand the scope of the policy to include Third Party advertisers, municipal staff, candidates, technological changes (i.e. website and ipads) as well as provide further clarity with updated definitions.

## **REQUIRED ACTIONS**

That the following sections of the 'Use of Corporate Resources in Election Periods' (policy 1.17) be amended / replaced:

1. General Policy Statement:
2. Limitation:
3. Application:
4. ~~Specific Policy~~: replaced with Definitions:
5. Implementation:

## **RECOMMENDATIONS**

The attached draft 'Use of Corporate Resources in Election Periods' policy 1.17 includes the suggested wording changes which will bring this policy in line for the 2018 Election. This amended policy will be posted onto the appropriate HR template and uploaded onto our website accordingly.

## 1. General Policy Statement:

The purpose of this policy is to clarify that Council, Third Party Advertisers, candidates, and municipal staff are required to follow the provisions of the *Municipal Elections Act*, 1996 and specifically that there shall be:

- No use of facilities, equipment, supplies, services, staff, corporate technology or other resources of the municipality for any election campaign or campaign activity.
- No campaign activity on municipal property during regular working hours.
- No using the services of persons (i.e. municipal staff, contractors, etc.) during hours in which those persons receive any compensation from the municipality.

## 2. Limitation:

Nothing in this Policy shall preclude a Member of Council from performing their job as a Councillor, nor inhibit them from representing the interests of the constituents who elected them.

## 3. Application:

This policy is applicable to all members of Council, Third Party Advertisers, candidates and municipal staff.

## 4. Definitions:

“Campaign Period” means:

- In the case of a regular municipal election, the period between May 1 and Voting Day in the year of a municipal election; or,
- In the case of a municipal or school board by-election, the period between the passage of a by-law authorizing a by-election and Voting Day.

“Campaign Activity” means any action, event or pursuit that promotes or opposes any Candidate, or a response to any question on a ballot or referendum and includes any display, posting or distribution of Campaign Material.

“Campaign Material” means any material, regardless of format, that promotes or opposes any Candidate, or a response to any question on a ballot or referendum and includes, but is not limited to, printed literature, banners, posters, pictures, buttons, clothing, signs, magnets and vehicle decals.

“Candidate” means any individual who has filed nomination papers with the Clerk in accordance with Section 33 of the Municipal Elections Act, 1996.

“Clerk” means the Clerk of the Town of Fort Frances, or his or her designate.

“Council” means the Council of the Corporation of the Town of Fort Frances.

“Corporate Resource” means any physical, intellectual or financial asset owned, leased or otherwise controlled by the Town and includes vehicles, equipment, supplies, services and employees.

“Corporate Technology” includes computers, servers, cell phones, smart phones, telephones, tablets, ipads, printers, scanners, copiers, email, file storage, voicemail, or any other equipment or technology controlled, leased or owned by the Town.

“Municipal Staff” means for the purposes of this Policy all full-time, part-time, seasonal, casual employees of the Town, all contract and temporary employees, students and volunteers.

“Municipal Property” means any land, building or other structure owned, leased, operated or otherwise controlled by the Town, other than a Town roadway or sidewalk, and includes the Civic Centre, administrative offices, operations & facilities premises, library, museum, community and recreation centres, parks, trails, marina, sports fields and open space located within the boundaries of the Town of Fort Frances.

“Third Party Advertiser” means any individual, corporation or trade union registered in accordance with Section 88.6 of the Municipal Elections Act.

## 5. Implementation:

That the Municipal Clerk be authorized and directed to take the necessary action to give effect to this policy.

This policy shall become effective immediately upon approval by Municipal Council.

April 12, 2018

REPORT TO: Administration & Finance Executive Committee  
FROM: Elizabeth (Lisa) Slomke, Clerk  
SUBJECT: Further Bill 68 Amendments – Declaration of Interest

---

## **BACKGROUND INFORMATION**

In November 2016, the Province of Ontario tabled Bill 68, the Modernizing Ontario's Municipal Legislation Act, which introduced a series of reforms to the Municipal Act, Municipal Conflict of Interest Act, as well as several other pieces of municipally-relevant legislation.

Multiple reports have been brought to this Council recommending amendments to current practices in order to adhere to the updated legislation. This report highlights the amendment to the Municipal Conflict of Interest Act requiring municipalities to maintain a registry of all declarations made under this Act. The registry must include the original written declaration provided by the member of Council and must be available to the public.

Members of Council who have a potential pecuniary interest in an item on an agenda would be required to complete the form (preferably prior to the meeting) and submit them to the Clerk. For non-agenda items, the Clerk will have extra forms available to be completed during the meeting.

## **NEXT STEPS**

I suggest that an online registry be built and maintained by the Clerk's Office which is sorted by Member of Council and stored on the Civic Web portion of our website. The original signed copies would be attached behind the approved minutes in which they belong and would be available for public inspection in the Clerk's Office during regular business hours.

Attached to this report is a Declaration of Interest form created to suit the needs of the Town of Fort Frances.

## **RECOMMENDATION**

That the form attached be accepted and the procedure outlined above implemented immediately.

## DECLARATION OF INTEREST MUNICIPAL CONFLICT OF INTEREST ACT

---

**MEETING TYPE:**

- ☐ Regular Council Meeting  
☐ Committee of the Whole Meeting  
☐ Special Council Meeting

**DATE OF MEETING:**

\_\_\_\_\_

**DECLARATION**

I, \_\_\_\_\_, declare a potential pecuniary interest on

Agenda Item No.: \_\_\_\_\_ Item Title: \_\_\_\_\_  
for the following reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Councillor Signature***

**Councillor Name (print):**

\_\_\_\_\_

## DECLARATION OF INTEREST MUNICIPAL CONFLICT OF INTEREST ACT

---

**MEETING TYPE:**

- ☐ Regular Council Meeting  
☐ Committee of the Whole Meeting  
☐ Special Council Meeting

**DATE OF MEETING:**

\_\_\_\_\_

**DECLARATION**

I, \_\_\_\_\_, declare a potential pecuniary interest on

Agenda Item No.: \_\_\_\_\_ Item Title: \_\_\_\_\_  
for the following reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Councillor Signature***

**Councillor Name (print):**

\_\_\_\_\_



April 13, 2018

REPORT TO: Administration & Finance Executive Committee

FROM: Elizabeth (Lisa) Slomke, Clerk

SUBJECT: Recount Policy – 2018 Municipal Elections

---

Elections that are conducted freely and fairly and that ensure the certainty of the votes cast are a key feature of a well-functioning democracy. Where the accuracy of the results are called into question, a recount can be conducted to instill confidence among candidates, electors and election administrators that the results are a true reflection of the votes cast by the participants.

The amendments to the Municipal Elections Act (MEA) provides the opportunity for a municipality to adopt a policy respecting the circumstances in which the municipality requires a recount. This type of policy would establish a threshold for when a recount must be taken.

The adoption of a recount policy does not restrict the power of Council or a school board to direct a recount pursuant to Section 57 of the Act (which enables Council or a school board to pass a resolution, or the Minister of Municipal Affairs to issue an order, requiring a recount) and it does not affect an elector's right to seek an order pursuant to Section 58 (which allows an elector to seek an order from the Superior Court of Justice directing a recount).

Absent a policy, the MEA provisions apply.

The MEA requires that a recount be held when:

- Two or more candidates receive the same number of votes and cannot both or all be elected to the office;
- A by-law submitted to the electors for approval has equal votes 'yes' and 'no';
- A question on the ballot has two or more answers with equal votes.

A recount policy would require passage by by-law.

**TO:** Administration & Finance Executive Committee  
**FROM:** Laurie Lindberg, Treasurer  
**DATE:** April 13, 2018  
**SUBJECT:** High-Tonnage Rail Lines Revenue Request

---

## **BACKGROUND**

On April 3, 2018, the Ministry of Finance advised of certain taxation and assessment measures that the Province is undertaking as part of the 2018 Ontario Budget and of which included the new property tax rate of \$110 per acre on mainline railway rights-of-way for 2018 as well as new flexibility for high-tonnage rail lines.

The Province is responding to municipalities' concerns regarding the revenue they receive in respect to high-tonnage rail lines. High-tonnage rail lines will initially be identified as those with at least 70 million gross ton-miles per mile route annually. The increase tax rate will be \$300 per acre on these high-tonnage rail lines.

The letter stated that municipalities that wish too utilize the increased rate should pass a formal Council resolution requesting that the Minister consider the high-tonnage rate for individual railway right-of-way properties that meet the high-tonnage threshold. The formal Council resolution must be submitted to the Minister of Finance on or before June 29, 2018. Pending verification of properties that meet the high-tonnage threshold, the high-tonnage tax rates would be implemented through a Minister's regulation.

Ministry of Finance  
Provincial-Local Finance Division  
10th Floor  
777 Bay Street  
Toronto, ON M5G 2C8  
Tel (416) 327-0264  
Fax (416) 325-7644

Ministère des Finances  
Division des relations provinciales-  
municipales en matière de finances  
777, rue Bay, 10<sup>e</sup> étage  
Toronto (Ontario) M5G 2C8  
Tél. : 416 327-0264  
Téléc : 416 325-7644



April 3, 2018

Dear Municipal Treasurer/Clerk-Treasurer:

I am writing to advise you of certain property taxation and assessment measures that the Province is undertaking as part of the *2018 Ontario Budget*.

### **Supporting Fair and Accurate Property Assessments**

The government has announced initiatives to improve the property assessment process.

As you may be aware, an Advance Disclosure process was introduced for the 2016 reassessment to enhance the accuracy and transparency of the Municipal Property Assessment Corporation's (MPAC) valuation process by enabling business property owners and municipalities to contribute to the determination of assessed values before assessment rolls are finalized.

To further strengthen the pre-roll engagement process, the Province is proposing that an earlier valuation date be used as the basis for property assessments. For the next reassessment, which will take place for the 2021 taxation year, assessments would be based on a valuation date of January 1, 2019. The intent of the earlier date is to facilitate a more effective valuation process that allows for meaningful and open exchange of information among MPAC, property owners and municipalities, leading to more transparent and accurate property assessments.

The Province also wants to make it easier for property owners to comply with MPAC's requests for information. Work is underway to review the format of MPAC's requests, ensuring they are clear and reasonable. As well, the *2018 Ontario Budget* announced a plan to introduce a framework for addressing non-compliance with MPAC's information requests.

These measures aim to create an environment that encourages the full exchange of information in order to improve the accuracy of property assessments and support a fair and transparent property tax system.

.../cont'd

### **Business Vacancy Rebate and Reduction Programs**

In response to municipal and other stakeholders' requests, the Province provided municipalities broad flexibility to modify the vacant rebate and reduction programs for 2017 and future years. This greater flexibility enables municipalities to tailor these programs to best reflect local circumstances, while considering the interests of local businesses. While municipalities have implemented a variety of changes, 80 per cent of those municipalities will phase-out the municipal component by 2020.

With respect to education property taxes, the Province currently mirrors municipal property tax decisions related to the vacancy programs. This has resulted in different treatments of education property taxes across the province as each municipality modifies the programs to best suit its local needs.

As a result, the Province announced in the *2017 Ontario Economic Outlook and Fiscal Review* that it would review approaches related to the education property tax portion of the vacancy rebate and reduction programs in consultation with municipalities and the business community. In response to feedback received from the review, the *2018 Ontario Budget* announced that the education property tax portion of the vacancy programs will be aligned with changes made by municipalities, ensuring greater consistency across the province.

To align with the majority of municipal changes, the Province will phase out the education property tax portion of these programs. However, to avoid undue administrative burden for municipalities that have already made changes to the programs, the Province will continue to mirror these municipal changes, with respect to the education property tax portion of the vacancy programs. This initiative will begin in 2019 to ensure that businesses have time to plan for program changes.

### **Railway Right-of-Way Property Taxation**

As you are aware, the Province initiated a review of the property taxation of railway rights-of-way in 2016. Based on consultations with municipalities and the railway industry, the Province announced changes in the *2017 Ontario Budget* to address three key issues related to indexation of rates, variation in rates, and implications for shortline railways.

In the *2018 Ontario Budget*, the Province announced further rate adjustments as part of its commitment to modernizing the property taxation of railway rights-of-way. The proposed measures for 2018 include the following:

.../cont'd

Key Issues	Proposed Measures for 2018
<b>Indexation of Rates:</b> Municipalities have expressed concerns that, prior to 2017, property tax rates on railway rights-of-way had not been updated since the late 1990s.	Building on progress made in 2017, mainline railway right-of-way property tax rates for 2018 will continue to be updated to reflect average annual commercial property tax changes. This means that municipal property tax rates will increase by \$7 per acre for 2018.
<b>Variation in Rates:</b> Municipalities have also expressed concerns about the significant variation in railway right-of-way property tax rates across the province.	The Province will further reduce rate inequities by increasing the lowest property tax rates on mainline railway rights-of-way to a minimum of \$110 per acre in 2018. The lowest mainline rate in 2016 was approximately \$35 per acre.
<b>Shortline Railways:</b> The railway industry expressed concerns about the impacts of potential property tax increases on shortline railways.	The Province will continue to freeze shortline railway property tax rates at 2016 levels in recognition of the challenges faced by this sector of the railway industry.

The education property tax rates on railway right-of-way properties will continue to be maintained at 2016 levels for the 2018 taxation year.

The 2018 railway right-of-way property tax rates for your municipality are provided in the attached table. The attachment also provides a list of railway right-of-way properties in your municipality, for your reference.

#### *New flexibility for high-tonnage rail lines*

The Province will also be responding to municipalities' concerns regarding the revenue they receive in respect of high-tonnage rail lines. Beginning in 2018, municipalities can request an increase to the rates per acre for certain high-tonnage rail lines.

High-tonnage rail lines will initially be identified as those with at least 70 million gross ton-miles per route mile annually. The increased tax rate will be \$300 per acre on these high-tonnage rail lines. The high-tonnage tax rate will represent a significant increase from the lowest mainline rate in 2016 of approximately \$35 per acre.

This approach represents a first step that will enable municipalities with high-tonnage railway properties to achieve additional revenues. By focusing only on the highest tonnage properties, it will also respond to concerns from the railway industry regarding the administrative burden of a tonnage approach to property taxation.

.../cont'd

Ministry of Finance staff will work with staff from interested municipalities to review eligibility for the high-tonnage tax rate. Ministry staff will also confirm data with owners of the identified railway right-of-way properties.

Municipalities that wish to utilize this increased rate should pass a formal Council resolution, requesting that the Minister consider the high-tonnage rate for individual railway right-of-way properties that meet the high-tonnage threshold. The formal Council resolution must be submitted to the Minister of Finance on or before June 29, 2018. Pending verification of properties that meet the high-tonnage threshold, the high-tonnage tax rates would be implemented through a Minister's regulation.

For 2019 and future years, the government will continue to adjust rates and, in consultation with stakeholders, will review additional options to reflect tonnage in railway right-of-way property taxation.

For further information about the railway right-of-way property taxation system, please contact Sara Tune, Manager, Strategic Policy Liaison Unit, at [sara.tune@ontario.ca](mailto:sara.tune@ontario.ca).

Sincerely,

---

*Original signed by*

Allan Doheny  
Assistant Deputy Minister  
Provincial-Local Finance Division

Enclosure

# Railway Right-of-Way Property Taxation

Ministry of Finance

Provincial-Local Finance Division

Town of Fort Frances

5912

**Table 1: Railway Right-of-Way Property Tax Rates (\$ per acre)**

	Municipal Mainline <sup>1</sup>	Education
2016	35.26	15.43
2017	80.00	15.43
2018	110.00	15.43

**Table 2: Railway Right-of-Way Property Details <sup>2</sup>**

Roll Number	Line Operator	Property Owner	RTQ	Site Area (Acres)	Line Type
5912010001181000000	CN	CANADIAN NATIONAL RAILWAY	T	102.75	Mainline

1. The 2018 property tax rate for identified railway right-of-way properties that meet the high-tonnage threshold could have rates per acre increased to the high-tonnage rate, subject to Minister's approval.

2. Actual roll details are subject to MPAC's determination.

# Railway Right-of-Way Property Taxation

Ministry of Finance  
Provincial-Local Finance Division

## Appendix: List of Rail Operators in Ontario

Acronym	Operator Name
ANRCI	Arnprior-Nepean Railway Company Inc.
BCRY	Barrie Collingwood Railway
CASO	Canadian Southern Railway
CN	Canadian National Rail
CP	Canadian Pacific Rail
CSX	CSX Transportation
ETR	Essex Terminal Railway
GEXR	Goderich-Exeter Railway
GJR	Guelph Junction (OSR)
GO	Metrolinx/GO
NCR	Nipissing Central Railway
OBRY	Orangeville Brampton Railway
ONR	Ontario Northland
OSR	Ontario Southland Railway
OVR	Ottawa Valley Railway
PCHR	Port Colborne Harbour Railway
PSTR	Port Stanley Terminal Rail Inc.
SOLRS	Southern Ontario Locomotive Restoration Society (Waterloo Central Railway)
SOR	Southern Ontario Railway
SSHR	South Simcoe Railway Heritage Corporation
VAEX	Vale Railway
VIA	VIA Rail
WCR	Waterloo Central Railway
YDHR	York-Durham Heritage Railway





# FIRE & RESCUE SERVICE

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



## March 2018 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:
113	15	2	15	0	2	5	\$50,000
Alarm Calls:	MVC Calls:	Ice / Water Calls:	(CO) Carbon Monoxide / Gas Leak Calls:	Hazmat Calls:	Mutual Aid Calls:	Other Calls:	Tickets Issued:
3	2	0	2	0	0	0	0

FORT FRANCES FIRE & RESCUE SERVICE RESPONDED TO 14 EMERGENCY RESPONSE CALLS DURING FEBRUARY 2018.

### Total Hours:

A total of **9.5 Hours** was spent on responding to emergency incidents; a total of **113 Hours** was spent on training.

Training is the primary factor in handling an emergency incident. As a team, we need to continue with educating ourselves, and train to known standards, as well as set the bar high ... our citizens of Fort Frances, and visitors deserve nothing less!

Meanwhile, we have started to train one of volunteer firefighters for fulltime relief; the training consists of 384-hours of training. As well, another volunteer firefighter will begin his training when his work schedule and family life permits.

For 2019, we will look to budget for more volunteer firefighters to train for fulltime relief.

### Time of Day:

During this month, **93%** of our calls for service occurred on the Day Shift between 07:00 & 19:00 and **7%** of our calls for service occurred during the Night Shift between 19:00 & 07:00.

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

Weekly Fire Safety Tips continues in the Thursday edition of the Fort Frances Bulletin. As well, we stated to share a Weekly Fire & Life Safety Tip on our towns official Facebook Page.



# FIRE & RESCUE SERVICE

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



## March 2018 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

On March 10, our team members took part in our “Spring Ahead – Push 2 Buttons” campaign at Safeway. Our team engaged with approximately 400 people, as well as handed out Fire & Life Safety Education material.



On March 31st, our team members took part in our “Don’t Be an April Fool” campaign at Safeway. Our team engaged with over 500-plus people, and handed out Fire & Life Safety Education material, as well as information on open-air burning. This was one of the busiest days for Safeway, as according to the manager.





# FIRE & RESCUE SERVICE

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



## March 2018 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Meanwhile, our team will be raising awareness about the importance of Fire & Life Safety, as well as Emergency Preparedness at the **Business & Community Expo** on **April 27<sup>th</sup>** and **28<sup>th</sup>**.

### **Fire Prevention Inspections / Re-inspections:**

**15 (fifteen)** inspections / re-inspections were completed.

### **Emergency Medicals Service (EMS) Response Calls:**

There were **2 (two)** Emergency Medical Service (EMS) requests.

### **Fire Response Calls:**

There was **5 (five)** Fire Response Calls.

Two of our fire calls were a result of burnt food.

Three of the other Fires Calls were of a more serious nature and resulted in Fire Losses estimated at \$50,000. One fire was the result of fumes from contact cement being ignited. Another fire was a garage fire, which was accidental. Meanwhile, the last fire of the month was a vehicle fire.

### **Fire Alarms:**

There were **3 (three)** False Fire Alarm calls this month.

### **(CO) Carbon Monoxide / Gas Leak Calls:**

There were **2 (two)** False Gas Leak calls this month.

### **MVC (Motor Vehicle Crashes):**

There were **2 (two)** MVC calls, which were outside the Town of Fort Frances.

**TOWN OF FORT FRANCES**  
**General Fund (Operating) Summary**  
**For the Three Months Ending Saturday, March 31, 2018**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
<b>CORPORATE</b>				
Municipal Tax Levy	(\$5,296,186.86)	-	\$5,296,186.86	0.00%
Education Tax Levy	(796,255.16)	-	796,255.16	0.00%
W/O Municipal	4,038.81	-	(4,038.81)	0.00%
W/O Education	1,199.48	-	(1,199.48)	0.00%
OMPF	(835,525.00)	-	835,525.00	0.00%
Payments-in-Lieu	(18,167.12)	-	18,167.12	0.00%
Mayor & Council	54,386.88	-	(54,386.88)	0.00%
Long Term Debt	88,549.55	-	(88,549.55)	0.00%
Election	3,001.38	-	(3,001.38)	0.00%
RR DSSAB	483,933.33	-	(483,933.33)	0.00%
Northwestern Health Unit	122,937.80	-	(122,937.80)	0.00%
Economic Development	56,098.65	-	(56,098.65)	0.00%
Travel Information Centre	609.67	-	(609.67)	0.00%
Solar Panel Project	(247.41)	-	247.41	0.00%
English Public School Board	331,569.00	-	(331,569.00)	0.00%
English Separate School Board	67,351.47	-	(67,351.47)	0.00%
French Public School Board	330.51	-	(330.51)	0.00%
French Separate School Board	711.64	-	(711.64)	0.00%
Total Corporate	<u>(5,731,663.38)</u>	<u>-</u>	<u>5,731,663.38</u>	<u>0.00%</u>
<b>ADMINISTRATION AND FINANCE</b>				
Other Unassigned Revenue	(59,312.86)	-	59,312.86	0.00%
Administration	78,414.45	-	(78,414.45)	0.00%
Admin Vehicle	790.25	-	(790.25)	0.00%
Municipal Buildings	1,416.36	-	(1,416.36)	0.00%
HR Department	5,020.45	-	(5,020.45)	0.00%
Clerk	58,515.71	-	(58,515.71)	0.00%
Treasury	183,694.62	-	(183,694.62)	0.00%
FFPC Administration	29,790.24	-	(29,790.24)	0.00%
Total Administration and Finance	<u>298,329.22</u>	<u>-</u>	<u>(298,329.22)</u>	<u>0.00%</u>
<b>EMERGENCY SERVICES</b>				
Emergency Services	213,631.17	-	(213,631.17)	0.00%
Emergency Measures	4,496.17	-	(4,496.17)	0.00%
911 Service	8,646.60	-	(8,646.60)	0.00%
Police Revenue	(12,853.12)	-	12,853.12	0.00%
Police Services Board	2,326.54	-	(2,326.54)	0.00%
Police Administration	507,662.79	-	(507,662.79)	0.00%
Total Emergency Services	<u>723,910.15</u>	<u>-</u>	<u>(723,910.15)</u>	<u>0.00%</u>
<b>COMMUNITY SERVICES</b>				
Sister Kennedy Centre	13,923.01	-	(13,923.01)	0.00%
Fort Frances Children's Complex	104,436.03	-	(104,436.03)	0.00%
Best Start Hub	(14,534.73)	-	14,534.73	0.00%
Day Care Resource Teachers	(9,090.42)	-	9,090.42	0.00%
Handi-Transit System	(4,133.64)	-	4,133.64	0.00%
Townshend Theatre	(1,825.10)	-	1,825.10	0.00%

**TOWN OF FORT FRANCES**  
**General Fund (Operating) Summary**  
**For the Three Months Ending Saturday, March 31, 2018**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
Recreation Facilities	112,648.42	-	(112,648.42)	0.00%
Recreation Programs	7,739.19	-	(7,739.19)	0.00%
Community Services	31,721.54	-	(31,721.54)	0.00%
Sunny Cove Camp	(4,540.31)	-	4,540.31	0.00%
Fort Frances Public Library	130,930.73	-	(130,930.73)	0.00%
Museum	44,293.06	-	(44,293.06)	0.00%
Waterfront Development/Marina	7,971.53	-	(7,971.53)	0.00%
Total Community Services	<u>419,539.31</u>	<u>-</u>	<u>(419,539.31)</u>	<u>0.00%</u>

**OPERATIONS AND FACILITIES**

PW Administration	(92,944.49)	-	92,944.49	0.00%
PW Buildings & Yards	17,728.25	-	(17,728.25)	0.00%
Municipal Roads	333,596.71	-	(333,596.71)	0.00%
Public Parking Lots	937.30	-	(937.30)	0.00%
Sidewalks	35,196.07	-	(35,196.07)	0.00%
Private Works Charges	1,000.74	-	(1,000.74)	0.00%
Private Crossing Charges	251.08	-	(251.08)	0.00%
PW Vehicles	52,046.60	-	(52,046.60)	0.00%
PW Equipment	50,611.38	-	(50,611.38)	0.00%
PW Stores	18,930.91	-	(18,930.91)	0.00%
Traffic Signal Maintenance	1,033.80	-	(1,033.80)	0.00%
Streetlight Maintenance	8,740.39	-	(8,740.39)	0.00%
Garbage Collection	(35,710.87)	-	35,710.87	0.00%
Recycling Services	24,860.52	-	(24,860.52)	0.00%
Sanitary Landfill	(28,462.70)	-	28,462.70	0.00%
Engineering	8,358.71	-	(8,358.71)	0.00%
Airport	15,862.51	-	(15,862.51)	0.00%
Airport Building Maintenance	7,651.12	-	(7,651.12)	0.00%
Airport Grounds Maintenance	6,786.72	-	(6,786.72)	0.00%
Parks & Cemeteries Maintenance	9,863.57	-	(9,863.57)	0.00%
Fort Frances Cemetery	2,925.98	-	(2,925.98)	0.00%
Riverview Cemetery	8,003.84	-	(8,003.84)	0.00%
Point Park	856.60	-	(856.60)	0.00%
Parks - Outdoor Facilities	22,049.98	-	(22,049.98)	0.00%
RLSquare	987.58	-	(987.58)	0.00%
Lions Millennium Park	49.84	-	(49.84)	0.00%
Total Operations and Facilities	<u>471,212.14</u>	<u>-</u>	<u>(471,212.14)</u>	<u>0.00%</u>

**PLANNING AND DEVELOPMENT**

Civic Centre	18,634.58	-	(18,634.58)	0.00%
By-Law Enforcement	36,762.06	-	(36,762.06)	0.00%
Animal Shelter	613.68	-	(613.68)	0.00%
Building Official	16,396.63	-	(16,396.63)	0.00%
Planning & Zoning	7,099.47	-	(7,099.47)	0.00%
Total Planning and Development	<u>79,506.42</u>	<u>-</u>	<u>(79,506.42)</u>	<u>0.00%</u>

Sub-Total General Fund (Operating)	<u>(3,739,166.14)</u>	<u>-</u>	<u>3,739,166.14</u>	<u>0.00%</u>
------------------------------------	-----------------------	----------	---------------------	--------------

TOTAL BUDGET- Revenue	(8,099,656.76)	-	8,099,656.76	0.00%
TOTAL BUDGET- Expenditures	<u>4,360,490.62</u>	<u>-</u>	<u>(4,360,490.62)</u>	<u>0.00%</u>
	<u>(3,739,166.14)</u>	<u>-</u>	<u>3,739,166.14</u>	<u>0.00%</u>

**TOWN OF FORT FRANCES**  
**Water and Sewer Fund (Operating) Summary**  
**For the Three Months Ending Saturday, March 31, 2018**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
Water and Sewer Fund				
WATER				
Waterworks Administration	(\$326,975.81)		\$326,975.81	0.00%
Water Treatment Plant	115,358.96		(115,358.96)	0.00%
Water Storage Facility	12,049.65		(12,049.65)	0.00%
	<u>(199,567.20)</u>	<u>          </u>	<u>199,567.20</u>	<u>0.00%</u>
SEWER				
Sanitary Sewer Administration	(362,760.88)		362,760.88	0.00%
Sewage Treatment Plant	156,054.02		(156,054.02)	0.00%
	<u>(206,706.86)</u>	<u>          </u>	<u>206,706.86</u>	<u>0.00%</u>