

# TOWN OF FORT FRANCES

## AGENDA - June 25, 2018

### MEETING - Council Chambers , Civic Centre

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**1. COUNCIL MEETING**

(Session No. 089) to immediately follow the Committee of the Whole

1.1 Call to Order

1.2 Prayer

1.3 Non-agenda items identified to be considered later in this meeting

1.4 Disclosure of pecuniary interest and the general nature thereof.

**2. Delegations/Deputations:**

2.1 Public Meeting - 357/358 Applications for Tax Adjustment re: 700 Scott Street (2018) 4 - 8

2.2 Jeff Savage and Jon Evans from BDO Canada LLP re: 2017 Draft Financial Statements 9 - 44

2.3 Presentation from Rainy River Future Development Corporation: 45 - 100

1) Fort Frances Economic Development Activity Report for the period of January 1, 2018 to March 31, 2018;

2) Invoice # 004-03-2018 in the amount of \$19,865.35 for the period January 1, 2018 to June 30, 2018

- Council will receive the Fort Frances Economic Development Activity Report for the period January 1, 2018 to June 30, 2018, as presented by Rainy River Future Development Corporation and further approve the RRFDC invoice #004-03-2018 for services to Fort Frances for the period between January 1, 2018 to March 31, 2018 in the amount of \$19,865.35.

2.4 2018 Moffat Family Funding Presentation (7:00 p.m.)

**3. Consent Agenda:**

3.1 Items Referred from Committee of the Whole

3.2 Letter dated June 15, 2018 from Ontario Provincial Police re: Access to Mapping Layer 101

- will be referred to the Operations & Facilities Executive Committee for recommendation.

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3.3 Letter received June 21, 2018 from R. Belluz, President, Belluz Concrete and Rentals Ltd. re: Water Service Installation - will be referred to the Administration & Finance Executive Committee for recommendation with input from Operations & Facilities Executive Committee.	102
<b>4. <u>Approval of Council Minutes: *</u></b>	
4.1 Session No. 088 dated June 11, 2018	
<b>5. <u>Approval of Committee of the Whole Minutes: *</u></b>	
5.1 Session No. 129 dated June 11, 2018	
<b>6. <u>Resolutions from tonight's Committee meeting</u></b>	
<b>7. <u>By-Laws:</u></b>	
7.1 39/18 A by-law to provide for traffic controls and parking restrictions during the Mill Road Overpass Rehabilitation & 2018 Road Reconstruction (awarded through tender 18-OF-03).	103 - 104
7.2 40/18 A by-law to authorize the entering into of a certain lease agreement at the Fort Frances Municipal Airport (S. Armstrong).	105
<b>8. <u>Information Correspondence:</u></b>	
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8.4 Ministry of Natural Resources and Forestry re: Herbicide Spraying Crossroute Forest	114 - 115
<b>9. <u>Minutes:</u></b>	
9.1 Administration and Finance Executive Committee dated June 5, 2018.	116 - 117
9.2 Community Services Executive Committee dated June 4, 2018	118 - 119
9.3 Planning & Development Executive Committee dated May 7, 2018	120 - 121
9.4 Fort Frances Municipal Non-Profit Housing Corporation dated March 15, 2018	122 - 123

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9.5 Downtown BIA Board of Management (April 11, 2018 and May 9, 2018)	124 - 129
<b>10. <u>Non-agenda Items</u></b>	
<b>11. <u>ADJOURNMENT</u></b>	
<b>12. <u>* Previously distributed to Council</u></b>	
<b>13. <u>** Items can be viewed by contacting the Clerk</u></b>	



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2018/82**

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Lindberg, Treasurer  
**DATE:** June 19, 2018  
**SUBJECT:** 357/358 Applications for Tax Adjustment  
 Re: 700 Scott Street (2018) Roll# 5912-030-002-01500-0000

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## **BACKGROUND**

Attached is the 357/358 Application for reconsideration of assessment and adjustment for 2018 taxes for 700 Scot Street resulting from revised property valuation and classification from commercial to residential due to conversion of prior commercial space to residential apartments.

The Municipality may object to the application 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 presentation 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 2018 was mailed to the applicant indicating notification that the public hearing is scheduled for Monday, June 25, 2018.

## **Recommendation**

The Administration & Finance Executive Committee recommends that Council approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 700 Scot Street resulting from revised property valuation and classification from commercial to residential due to conversion of prior commercial space to residential apartments.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the adjustment of 2018 taxes under Section 357/358 of the *Municipal Act* for property located at 700 Scott Street revised property valuation and classification from commercial to residential due to conversion of prior commercial space to residential apartments.



**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
357/358 Application	2018	3.2.01500	-17,750	CU	0.02208010	0.0073887	-391.92					-131.15		-523.07
	2018	3.2.01500	-39,450	CT	0.03154300	0.0105553	-1,244.37					-416.40		-1,660.77
	2018	3.2.01500	70,357	RTEP	0.0165296	0.00170000	1,162.97	119.61						1,282.58
			13,157				-473.32	119.61	0.00	0.00	0.00	-547.55	0.00	-901.26

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

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



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](mailto:town@fortfrances.com)  
[www.fort-frances.com](http://www.fort-frances.com)

June 8, 2018

Chris McKinnon  
Aynsley McKinnon  
648 Scott Street  
Fort Frances, Ontario  
P9A 1H6

Dear Mr. & Mrs. McKinnon:

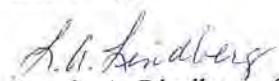
**Re: Hearing to Consider Section 357/358 Applications**

Please be advised that a public hearing has been scheduled for immediately following the Committee of the Whole Meeting of Council on Monday, June 25, 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 2018 Section 357/358 Applications, including the application with regard to property located at 700 Scott Street 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						Application/Appeal #	
TO THE COUNCIL OR THE ASSESSMENT REVIEW BOARD						Taxation Year: <u>2018</u>	
Municipality: <u>TOWN OF FORT FRANCES</u>		Roll Number: <u>54-12-030-002-015-00</u>					
Property Address: <u>700A SCOTT ST</u>		Applicant Name: <u>CHARIS AINSLEY MCKINNON</u>					
Owner Name: <u>CHARIS AINSLEY MCKINNON</u>		Contact Number: <u>807-276-7996</u>					
Mailing Address: <u>648 SCOTT ST</u>		Alternative Num: _____					
		<u>FE ON P9A 1H6</u>					
Reason for Application: (Check one box only)							
<input checked="" type="checkbox"/> Ceases to be liable for tax at rate it was taxed - 357(1)(a)				<input type="checkbox"/> Sickness or extreme poverty - 357(1)(d.1)			
<input type="checkbox"/> Became exempt - 357(1)(c)				<input type="checkbox"/> Mobile unit removed - 357(1)(e)			
<input type="checkbox"/> Razed by fire, demolition or otherwise - 357(1)(d)(i)				<input type="checkbox"/> Gross or manifest clerical/factual error - 357(1)(f)			
<input type="checkbox"/> Damaged and substantially unusable - 357(1)(d)(ii)				<input type="checkbox"/> Repairs/Reno's preventing normal use (min. 3 months) - 357(1)(g)			
Details of Reason: <u>CONVERTED TO APARTMENTS (3)</u>							
Effective from: <u>01/01/18</u> to <u>12/31/18</u>		Applicant Signature: <u>[Signature]</u>		Date: <u>02/28/18</u>		(MM/DD/YY)	
ASSESSMENT REPORT: MUNICIPALITY				ASSESSOR			
Assessment Roll As Returned		Revised Since Roll Return <input type="checkbox"/>		Assessment Report		School Bd: <input 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	
RTC/RTQ	2005 Base-year CVA	2008 Base-year CVA	Current Phased Assessment	Revised RTC/RTQ	Revised 2005 Base-year CVA	Revised 2008 Base-year CVA	Revised Current Phased Assessment
<u>CT</u>			<u>39,450</u>				
<u>CU</u>			<u>17,750</u>				
<u>KTEP</u>			<u>61,800</u>				
Revised:				Reason for Change (Assessor Comments):			
Reason Original Assessment Revised: _____							
Assessor Name: _____		Signature: _____		Date: <u>1/1/18</u>			
TREASURER'S REPORT ON TAX LIABILITY							
RTC/RTQ	Taxable Assessment Reduction	Tax Rate	Days / Months	Tax Adjustment	Original Levy		
<u>KTEP</u>	<u>70,357</u>	<u>0.01822955</u>	<u>365</u>	<u>1,282.58</u>			
<u>CT</u>	<u>-39,450</u>	<u>0.04209825</u>	<u>365</u>	<u>(1,660.77)</u>	<u>3,310.43</u>		
<u>CU</u>	<u>-17,750</u>	<u>0.02946877</u>	<u>365</u>	<u>(523.01)</u>			
Recommended: <input type="checkbox"/> No Adjustment <input checked="" type="checkbox"/> Adjustment <input type="checkbox"/> Cancellation <input type="checkbox"/> Refund		Total Amount: <u>\$901.26</u>					
Comments: _____							
Treasury Position: <u>Treasurer</u>		Signature: <u>[Signature]</u>		Date: <u>04/03/18</u>			
COUNCIL OR ASSESSMENT REVIEW BOARD DECISION:				Hearing Date (MM/DD/YY): <u>06/25/18</u>			
<input type="checkbox"/> Approved <input type="checkbox"/> Amended & Approved <input type="checkbox"/> Not Approved <input type="checkbox"/> Applicant Did Not Appear <input type="checkbox"/> Application Abandoned							
Reason: _____							
Appeared for Applicant: _____ Appeared for Municipality: _____							
Signature of Council/ARB Member: _____				Name/Title: _____			

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

### MPAC's RESPONSE

Owner name(s)	MCKINNON, CHRISTOPHER JAMES
	MCKINNON, AYNLEY VAN DOYLE
Roll number	5912-030-002-01500-0000
Property location	700A SCOTT ST
Property description	PLAN ALB LOT 423 PCLS 423-1, 423-2
Municipality/Local taxing authority	FORT FRANCES TOWN
Application number	
Application reason	Classification Change
Received date	March 09, 2018
Claim relief period	From: January 01, 2018 - To: December 31, 2018
Taxation year	2018

#### Current Property Assessment

Property Classification	2012	2016	Phase-In Assessment for Taxation Years			
	Assessed Value	Assessed Value	2017	2018	2019	2020
OWNR ECL C U	16,900	18,600	17,325	17,750	18,175	18,600
OWNR OT C T	37,500	41,400	38,475	39,450	40,425	41,400
OWNR RU R T	58,600	65,000	60,200	61,800	63,400	65,000
<b>Total</b>	<b>113,000</b>	<b>125,000</b>	<b>116,000</b>	<b>119,000</b>	<b>122,000</b>	<b>125,000</b>

#### 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	125,314	139,000	128,736	132,157	135,579	139,000
<b>Total</b>	<b>125,314</b>	<b>139,000</b>	<b>128,736</b>	<b>132,157</b>	<b>135,579</b>	<b>139,000</b>

#### MPAC Remarks

MPAC has revised the property valuation and classification from commercial to residential due to conversion of prior commercial space to residential apartment(s)

MPAC Representative:  
Date:

Mark Cawston  
March 27, 2018

The Corporation of the  
Town of Fort Frances  
Consolidated Financial Statements  
For the year ended December 31, 2017

*We have reviewed and approved these final draft audited consolidated financial statements:*

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Treasurer

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Date

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Mayor

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Date

**The Corporation of the  
Town of Fort Frances  
Consolidated Financial Statements  
For the year ended December 31, 2017**

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## The Corporation of the Town of Fort Frances Management's Responsibility for the Consolidated Financial Statements

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The accompanying consolidated financial statements of the Corporation of the Town of Fort Frances and all the information in this annual report are the responsibility of management and have been approved by the Mayor and Treasurer on behalf of Council.

The consolidated financial statements have been prepared by management in accordance with Public Sector Accounting Principles. The consolidated financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the consolidated financial statements are presented fairly, in all material respects.

The Town maintains systems of internal accounting and administrative controls of high quality consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the Town's assets are appropriately accounted for and adequately safeguarded.

The Town Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the consolidated financial statements.

The Council reviews the Town's consolidated financial statements and meets periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the annual report, the consolidated financial statements and the external auditor's report.

The consolidated financial statements have been audited by BDO Canada LLP in accordance with Canadian generally accepted auditing standards on behalf of the members. BDO Canada LLP have full and free access to Council.

\_\_\_\_\_ Mayor

\_\_\_\_\_ Treasurer

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## Independent Auditor's Report

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**To the Mayor and Councilors of  
The Corporation of the Town of Fort Frances**

We have audited the accompanying consolidated financial statements of the Corporation of the Town of Fort Frances as at December 31, 2017, which comprise the Consolidated Statement of Financial Position as at December 31, 2017, and the Consolidated Statement of Operations, the Consolidated Statement of Change in Net Financial Assets and the Consolidated Statement of Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Consolidated Financial Statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the consolidated financial statements present fairly in all material respects, the consolidated financial position of the Corporation of the Town of Fort Frances as at December 31, 2017, and the results of operations, change in net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Professional Accountants, Licensed Public Accountants

Fort Frances, Ontario  
June 25, 2018



## The Corporation of the Town of Fort Frances Consolidated Statement of Financial Position

December 31	2017	2016
<b>Financial assets</b>		
Cash and cash equivalents (Note 1)	\$ 1,242,982	\$ 612,183
Taxes receivable	331,719	583,529
Accounts receivable	3,943,647	4,176,776
Investments (Note 2)	11,452,328	10,742,115
Investment in government business enterprises (Note 3)	6,062,050	6,051,247
Loans receivable (Note 4)	311,111	377,777
	<u>23,343,837</u>	<u>22,543,627</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	3,436,122	4,406,686
Deferred revenue (Note 6)	199,071	405,751
Net long-term debt (Note 7)	1,670,537	2,281,831
Solid waste closure and post-closure liabilities (Note 8)	874,498	851,138
Post-employment benefits liabilities (Note 9)	222,454	234,843
	<u>6,402,682</u>	<u>8,180,249</u>
<b>Net financial assets</b>	<u>16,941,155</u>	<u>14,363,378</u>
<b>Non-financial assets</b>		
Tangible capital assets (Note 10)	98,789,228	96,773,358
Tangible capital assets under construction	153,139	392,486
Land held for sale	50,475	305,794
Inventory of supplies	393,856	436,709
Prepaid expenses	228,157	227,941
	<u>99,614,855</u>	<u>98,136,288</u>
<b>Accumulated surplus (Note 11)</b>	<u>\$ 116,556,010</u>	<u>\$ 112,499,666</u>
<b>Contingent liabilities (Note 16)</b>		

\_\_\_\_\_ Treasurer

\_\_\_\_\_ Mayor

## The Corporation of the Town of Fort Frances Consolidated Statement of Operations

For the year ended December 31	Budget 2017	2017	2016
<b>Revenue</b>			
Taxation	\$ 11,169,234	\$ 11,215,874	\$ 11,006,299
Government transfers - Federal (Note 12)	1,877,682	1,712,089	1,896,950
Government transfers - Provincial (Note 13)	7,013,313	6,074,930	6,409,610
User fees and service charges	8,295,195	8,518,141	8,288,182
Permits, licenses and fines	64,514	74,934	64,387
Investment income	54,500	263,688	277,410
Income from government business enterprises (Note 3)	-	10,803	36,901
Other income (Note 14)	555,624	1,014,444	738,164
	<u>29,030,062</u>	<u>28,884,903</u>	<u>28,717,903</u>
<b>Expenses</b>			
General government	2,393,080	2,828,832	2,506,861
Protection services	3,437,086	3,785,998	4,108,006
Transportation services	4,926,383	4,929,681	4,925,913
Environmental services	5,169,783	4,798,917	5,192,698
Health services	2,709,432	1,812,112	1,521,354
Social and family services	1,678,018	1,902,044	1,940,974
Social housing	-	644,964	700,959
Recreation and cultural services	3,769,973	3,835,737	3,920,049
Planning and development	319,403	290,274	357,642
	<u>24,403,158</u>	<u>24,828,559</u>	<u>25,174,456</u>
<b>Annual surplus</b>	<u>4,626,904</u>	<u>4,056,344</u>	<u>3,543,447</u>
<b>Accumulated surplus, beginning of year</b>	<u>112,499,666</u>	<u>112,499,666</u>	<u>108,956,219</u>
<b>Accumulated surplus, end of year</b>	<u>\$117,126,570</u>	<u>\$116,556,010</u>	<u>\$112,499,666</u>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

## The Corporation of the Town of Fort Frances Consolidated Statement of Change in Net Financial Assets

For the year ended December 31	Budget 2017	2017	2016
Annual surplus	\$ 4,626,904	\$ 4,056,344	\$ 3,543,447
Acquisition of tangible capital assets	(7,568,731)	(6,363,907)	(9,627,310)
Amortization of tangible capital assets	4,100,000	4,325,875	4,027,473
Loss (gain) on sale of tangible capital assets	-	(37,225)	129,645
Proceeds on sale of tangible capital assets	-	59,386	207,968
Disposals of land held for sale	-	255,318	567,042
Capitalization of tangible capital assets under construction	-	239,347	(287,972)
	1,158,173	2,535,138	(1,439,707)
Acquisition of prepaid expenses and inventory of supplies	-	42,639	17,286
Net change in net financial assets	1,158,173	2,577,777	(1,422,421)
Net financial assets, beginning of year	14,363,378	14,363,378	15,785,799
Net financial assets, end of year	\$ 15,521,551	\$ 16,941,155	\$ 14,363,378

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

## The Corporation of the Town of Fort Frances Consolidated Statement of Cash Flows

For the year ended December 31	2017	2016
<b>Operating transactions</b>		
Annual surplus	\$ 4,056,344	\$ 3,543,447
Items not involving cash		
Loss (income) from government business enterprises	(10,803)	(36,901)
Amortization	4,325,875	4,027,473
Loss (gain) on disposal of tangible capital assets	(37,225)	129,645
Loss on disposal of land held for sale	54,218	172,042
<b>Changes in non-cash operating balances</b>		
Taxes receivable	251,810	205,706
Accounts receivable	233,129	(1,459,530)
Loans receivable	66,667	97,967
Inventory of supplies	42,854	(22,154)
Prepaid expenses	(216)	39,440
Accounts payable and accrued liabilities	(970,564)	1,539,676
Deferred revenue	(206,680)	(199,240)
Solid waste closure and post-closure liabilities	23,360	23,360
Post-employment benefits	(12,389)	(15,237)
	<u>7,816,380</u>	<u>8,045,694</u>
<b>Capital transactions</b>		
Acquisition of tangible capital assets	(6,363,907)	(9,627,310)
Proceeds on sale of tangible capital assets	59,386	207,968
Acquisition of tangible capital assets under construction	239,347	(287,972)
	<u>(6,065,174)</u>	<u>(9,707,314)</u>
<b>Investing transactions</b>		
Decrease (increase) in investments	(710,213)	2,023,807
Proceeds on disposition of land held for sale	201,100	395,000
	<u>(509,113)</u>	<u>2,418,807</u>
<b>Financing transactions</b>		
Repayment of long-term debt	(611,294)	(618,264)
<b>Net change in cash and cash equivalents</b>	630,799	138,923
<b>Cash and cash equivalents, beginning of year</b>	612,183	473,260
<b>Cash and cash equivalents, end of year</b>	<u>\$ 1,242,982</u>	<u>\$ 612,183</u>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

## The Corporation of the Town of Fort Frances Summary of Significant Accounting Policies

**December 31, 2017**

**Management's  
Responsibility for the  
Consolidated Financial  
Statements**

The consolidated financial statements of the Corporation of the Town of Fort Frances are the representations of management. They have been prepared in accordance with Canadian accounting principles established by the Public Sector Accounting Board of CPA Canada.

**Basis of Accounting**

The consolidated financial statements of the Corporation of the Town of Fort Frances are the representations of management. They have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of CPA Canada.

Revenues and expenditures are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

The consolidated statement of financial position reflects all of the financial assets and liabilities of the Municipality. Financial assets are those assets which could provide resources to discharge existing liabilities or finance future operations. Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year. Accumulated surplus represents the financial position of the Municipality, and is the difference between its' assets and liabilities. This provides information about the Municipality's overall future revenue requirements and its' ability to finance activities and meet its' obligations.

**Basis of Consolidation**

The consolidated financial statements reflect the assets, liabilities, revenue and expenses of all municipal Organizations, committees and boards which are owned or controlled by the Municipality. All interfund assets and liabilities and revenues and expenditures have been eliminated on consolidation.

The following boards and municipal enterprises owned or controlled by Council have been consolidated:

Library Board  
Waterworks  
Business Improvement Area

## The Corporation of the Town of Fort Frances Summary of Significant Accounting Policies

December 31, 2017

### Basis of Consolidation (continued)

A government partnership exists where the Municipality has shared control over the board or entity. The Municipality's pro-rata share of the assets, liabilities, revenues and expenditures are reflected in the consolidated financial statements using the proportionate consolidation method. No proportionate interest or government partnerships are reflected in the consolidated financial statements.

The following boards are not consolidated:

Northwestern Health Unit  
Rainy River District Social Services Administration Board

Government business enterprises are separate legal entities which do not rely on the Municipality for funding. The Municipality's government business enterprises consist of investments in Fort Frances Power Corporation and Fort Frances Network Services Corporation. These investments are accounted for using the modified equity basis of accounting. Under this method, the government business enterprise's accounting policies, which follow Canadian generally accepted accounting principles for publicly accountable enterprises, are not adjusted to conform with Public Sector Accounting Standards and inter-entity transactions and balances are not eliminated.

### Cash and Cash Equivalents

Management considers all highly liquid investments with maturity of three months or less at acquisition to be cash equivalents.

### Inventory

Inventory of supplies is recorded at the lower of cost or net replacement value.

### Investments

The Municipality accounts for its investments at cost. The carrying value of an investment is written down to its net recoverable amount if a decline in value is judged to be other than temporary.

### Loans Receivable

Loans receivable are reported on the Municipality's consolidated statement of financial position at the lower of cost and net recoverable value.

## The Corporation of the Town of Fort Frances Summary of Significant Accounting Policies

December 31, 2017

### Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Land improvements	40 years
Buildings	40 years
Machinery and equipment	10 to 15 years
Roads and bridges	15 to 80 years
Water infrastructure	40 to 80 years
Sewer infrastructure	40 to 80 years
Vehicles	7 to 12 years
Computer hardware and software	5 years

### Revenue Recognition

The Municipality prepares property tax billings based on assessment rolls issued by the Municipal Property Assessment Corporation (MPAC), in accordance with rates established and approved annually by Council and the Province of Ontario. Taxation revenue is recognized at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts.

User fees and other revenues are recognized when the services are performed or goods are delivered and there is reasonable assurance of collection.

### Government Transfers

Government transfers, which include legislative grants, are recognized as revenue in the consolidated financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. When transfer stipulations give rise to a liability, government transfers are recognized as deferred revenue and recognized as revenue when the stipulations are settled.

### Solid Waste Landfills

The estimated costs to close and maintain solid waste landfill sites are based on estimated future expenses in current dollars, discounted, adjusted for estimated inflation, and are charged to expense as the landfill site's capacity is used.

## The Corporation of the Town of Fort Frances Summary of Significant Accounting Policies

December 31, 2017

### Retirement Benefits and Other Employee Benefit Plans

The Municipality is an employer member of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Municipality has adopted defined contribution plan accounting principles for this Plan because insufficient information is available to apply defined benefit plan accounting principles. The Municipality records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the Plan for past employee service.

### School Boards

The Municipality collects taxation revenue on behalf of the school boards. The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards are not reflected in these consolidated financial statements.

### Use of Estimates

The preparation of consolidated financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

The estimates used in preparation of these consolidated financial statements are the useful lives of the property, plant and equipment, the capacity of the landfill site, the useful life of the landfill site, the closure and post-closure costs of the landfill, the present value of the Municipality's employee post-retirement benefits, and taxation revenue.

### Trust Funds

Trust Funds held in trust by the Municipality, and their related operations, are not included in these consolidated financial statements. The financial activity and position of the Trust Funds are reported separately on the Trust Funds statement of continuity and balance sheet.



## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 1. Cash and Cash Equivalents

The balance of cash and cash equivalents reported on the consolidated statement of financial position is made up of the following:

	<u>2017</u>	<u>2016</u>
Unrestricted	\$ 31,388	\$ 455,565
Restricted by Council resolution	<u>1,211,594</u>	<u>156,618</u>
	<u>\$ 1,242,982</u>	<u>\$ 612,183</u>

Certain surplus funds are set aside by by-laws or Council resolution for specific purposes and referred to as reserve funds. Cash and cash equivalents restricted by Council resolution represent assets that are maintained in respect of those reserve funds (Note 11).

### 2. Investments

	<u>2017</u>	<u>2016</u>
Investments restricted by Council resolution		
Bond funds	\$ 8,026,213	\$ 7,845,191
Money market funds	2,515	2,422
GIC's, 2.25% annual interest rate	321,114	367,207
GIC's, 1.50% annual interest rate	51,044	-
GIC's, 1.15% annual interest rate	<u>2,045,679</u>	<u>2,525,669</u>
	<u>10,446,565</u>	<u>10,740,489</u>
Unrestricted investments		
GIC's, 1.15% annual interest rate	1,004,127	-
Money market funds	<u>1,636</u>	<u>1,626</u>
	<u>1,005,763</u>	<u>1,626</u>
	<u>\$ 11,452,328</u>	<u>\$ 10,742,115</u>

The income from investments for the year was \$214,984 (2016 - \$232,617).

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 2. Investments (continued)

The effective interest rate of the Municipality's restricted bond funds was 2.35% (2016 - 2.31%). The Municipality's restricted bond funds have a market value of \$7,699,842 (2016 - \$7,711,528).

The effective interest rate of the Municipality's restricted money market funds was 0.63% (2016 - 0.51%). The Municipality's restricted money market funds have a market value of \$2,436 (2016 - \$2,422).

The effective interest rate of the Municipality's unrestricted money market funds was 0.61% (2016 - 0.45%). The Municipality's unrestricted money market funds have a market value of \$1,636 (2016 - \$1,626).

Certain surplus funds are set aside by by-laws or Council resolution for specific purposes and referred to as reserve funds. Investments restricted by Council resolution represent assets that are maintained in respect of those reserve funds (Note 11).

### 3. Investment in Government Business Enterprises

	<u>2017</u>	<u>2016</u>
Fort Frances Power Corporation	\$ 6,008,912	\$ 5,997,692
Fort Frances Network Services Corporation	53,138	53,555
	<u>\$ 6,062,050</u>	<u>\$ 6,051,247</u>

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 3. Investment in Government Business Enterprises (continued)

#### Fort Frances Power Corporation

Fort Frances Power Corporation is a Corporation that was created for the purpose of distributing electrical power to the Town of Fort Frances. The Municipality holds 100% of the common shares of Fort Frances Power Corporation. The condensed supplementary financial information is as follows:

	<u>2017</u>	<u>2016</u>
Financial position		
Current assets	\$ 5,289,693	\$ 5,805,082
Property, plant and equipment	3,967,414	3,647,160
Regulatory assets	145,136	93,368
Future income tax assets	158,852	168,618
Total assets	<u>9,561,095</u>	<u>9,714,228</u>
Current liabilities	3,250,498	3,318,720
Regulatory liabilities	301,685	397,816
Total liabilities	<u>3,552,183</u>	<u>3,716,536</u>
Net assets		
Equity	<u>\$ 6,008,912</u>	<u>\$ 5,997,692</u>
Results of operations		
Revenue	\$ 10,737,551	\$ 11,505,673
Expenses	<u>(10,726,331)</u>	<u>(11,468,286)</u>
Net income for the year	<u>\$ 11,220</u>	<u>\$ 37,387</u>

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 3. Investment in Government Business Enterprises (continued)

#### Fort Frances Network Services Corporation

Fort Frances Network Services Corporation is a Corporation that was created for the purpose of providing utility maintenance services to the Town of Fort Frances. The Municipality holds 100% of the common shares of Fort Frances Network Services Corporation. The condensed supplementary financial information is as follows:

	<u>2017</u>	<u>2016</u>
Financial position		
Cash and bank	\$ 54,012	\$ 53,442
Accounts receivable	114	113
Total assets	<u>54,126</u>	<u>53,555</u>
Total liabilities	<u>988</u>	<u>-</u>
Net assets		
Equity	<u>\$ 53,138</u>	<u>\$ 53,555</u>
Results of operations		
Revenue	\$ 457	\$ 380
Expenses	<u>(874)</u>	<u>(866)</u>
Net loss for the year	<u>\$ (417)</u>	<u>\$ (486)</u>

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 4. Loans Receivable

Loans receivable reported on the consolidated statement of financial position are comprised of the following:

	<u>2017</u>	<u>2016</u>
Fort Frances Community Clinic loan, repayable at \$5,556 monthly, non-interest bearing. Secured by a general security agreement in first priority position on and over any and all assets of the borrower. Matures August 1, 2022.	<u>\$ 311,111</u>	<u>\$ 377,777</u>

Loans receivable are restricted by Council resolution and represent assets that are maintained in respect of reserve funds (Note 11).

### 5. Bank Indebtedness

Bank indebtedness is secured by general security agreements covering certain assets of the Municipality. The maximum authorized amount is \$4,000,000 and bears interest at the prime rate. As at December 31, 2017, \$187,022 (2016 - \$NIL) was drawn under this facility.

### 6. Deferred Revenue

	Opening balance	Contributions received	Externally restricted investment income	Revenue recognized	Ending balance
Federal and provincial gas tax	\$ 223,217	\$ 562,802	\$ 10,539	\$ (710,200)	\$ 86,358
Other	182,534	112,713	-	(182,534)	112,713
	<u>\$ 405,751</u>	<u>\$ 675,515</u>	<u>\$ 10,539</u>	<u>\$ (892,734)</u>	<u>\$ 199,071</u>

#### Federal and Provincial Gas Tax

The Federal and Provincial Governments advance the Municipality funding related to gasoline tax. This funding must be spent on approved infrastructure projects. The funding can be deferred for a maximum of 5 years.

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 7. Net Long-term Debt

Net long-term debt reported on the consolidated statement of financial position is comprised of the following:

	<u>2017</u>	<u>2016</u>
Demand bank loan, payable at \$26,284 monthly, plus interest at 4.397%. Unsecured, matures December 31, 2022.	\$ 1,577,051	\$ -
Debenture debt, annual payments of \$229,023, including interest at rates between 6.3% to 9%. Unsecured, matured December 1, 2017.	-	372,313
Demand bank loan, payable at \$7,051 monthly, including interest at 3.3%. Unsecured, matured December 31, 2017.	-	779,689
Demand bank loan, payable at \$7,791 monthly, plus interest at 4.19%. Unsecured, matures December 30, 2018.	93,486	186,972
Demand bank loan, payable at \$7,143 monthly, plus interest at 3.36%. Unsecured, matured December 31, 2017.	-	942,857
	<u>\$ 1,670,537</u>	<u>\$ 2,281,831</u>

Principal and interest repayments relating to net long-term debt of \$1,670,537 outstanding are due as follows:

	Principal Repayments	Interest	Total
2018	\$ 408,897	\$ 64,788	\$ 473,685
2019	315,410	49,211	364,621
2020	315,410	35,418	350,828
2021	315,410	21,404	336,814
2022	315,410	7,501	322,911
	<u>\$ 1,670,537</u>	<u>\$ 178,322</u>	<u>\$ 1,848,859</u>

The gross interest paid relating to the above long-term debt was \$76,879 (2016 - \$110,250).

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## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

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### 8. Solid Waste Closure and Post-Closure Liabilities

Solid waste closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill, removal of ground water and leachates, and ongoing environmental monitoring, site inspection and maintenance. The present value of the Municipality's estimated future liability for this expense is recognized as the landfill site's capacity is used. The liability and annual expense is calculated based on the ratio of utilization to total capacity of the landfill site and the discounted estimated cash flows associated with closure and post-closure activities.

The liability for the landfill site is recorded at \$874,498 (2016 - \$851,138) and represents the present value of closure and post-closure costs for 79% of the current site's opened cells, using the average long-term borrowing rate of 3.0%. The liability is recorded based on the capacity of the landfill used to date. The estimated remaining capacity of the site's opened cells are approximately 110,000 cubic meters, which will be filled in 10 years. Post-closure care is estimated to continue for a period of 25 years.

The liability is expected to be funded through budget allocations to a landfill reserve over the remaining life of the landfill. The Municipality has \$641,959 (2016 - \$544,695) in an investment which relates to the solid waste closure and post-closure liability. The landfill liability is therefore underfunded by \$232,539 (2016 - \$306,443) at year end.

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

**December 31, 2017**

### 9. Post-Employment Benefits Liabilities

Post-employment benefits liabilities reported on the consolidated statement of financial position are comprised of the following:

	2017	2016
Post-retirement benefits liability	\$ 209,954	\$ 222,343
Life insurance coverage	12,500	12,500
	<u>\$ 222,454</u>	<u>\$ 234,843</u>

On February 4, 2011, the Municipality became responsible for providing the following post-retirement benefits on behalf of its eligible full-time employees who are members of the Fort Frances Professional Fire Fighters Association:

- Extended health care
- Dental benefits

The latest actuarial valuation was performed on December 31, 2016.

Post-Retirement Benefits Liabilities	2017	2016
Accrued post-retirement benefits obligation	\$ 190,711	\$ 199,885
Unamortized actuarial gains	19,243	22,458
Post-retirement benefits liabilities	<u>\$ 209,954</u>	<u>\$ 222,343</u>

Post-Retirement Benefits Expenditures	2017	2016
Current year service costs	\$ 3,608	\$ 2,480
Interest on accrued benefit obligation	5,251	7,700
Amortization of net estimation adjustments	(3,215)	(2,615)
Post-retirement benefits expenditures	<u>\$ 5,644</u>	<u>\$ 7,565</u>
Benefit payments during the year	<u>\$ 18,033</u>	<u>\$ 16,552</u>

The significant actuarial assumptions adopted and estimated for the calculation of the accrued benefit obligations are as follows:

	2017	2016
Discount on accrued benefit obligations	2.70%	2.70%
Dental cost trend rates	3.0%	3.0%
Extended health care trend rates	6.0%	6.25%

For December 31, 2017, extended health care trend rates are assumed to be 6.0%, decreasing by 0.25% per annum to an ultimate rate of 4.5% thereafter.

As at December 31, 2017, the Municipality's post-retirement benefits were 100% unfunded.



**The Corporation of the Town of Fort Frances  
Notes to Consolidated Financial Statements**

**December 31, 2017**

**10. Tangible Capital Assets**

	2017						
	Land and land improvements	Buildings	Machinery and equipment	Roads and bridges	Water infrastructure	Sewer infrastructure	Computer hardware and software
Cost, beginning of year	\$ 3,575,851	\$ 53,511,699	\$ 10,667,022	\$ 58,564,879	\$ 21,059,318	\$ 23,228,960	\$ 3,320,214
Additions	2,291,135	130,774	652,411	1,568,500	478,265	923,003	236,152
Disposals	-	-	(319,813)	-	-	-	(143,563)
Cost, end of year	5,866,986	53,642,473	10,999,620	60,133,379	21,537,583	24,151,963	3,412,803
Accumulated amortization, beginning of year	509,017	23,445,931	4,236,923	30,818,912	6,798,922	9,202,902	2,338,940
Amortization	108,282	1,059,472	636,597	1,599,354	315,315	336,129	199,426
Disposals	-	-	(304,185)	-	-	-	(143,563)
Accumulated amortization, end of year	617,299	24,505,403	4,569,335	32,418,266	7,114,237	9,539,031	2,394,803
Net carrying amount, end of year	\$ 5,249,687	\$ 29,137,070	\$ 6,430,285	\$ 27,715,113	\$ 14,423,346	\$ 14,612,932	\$ 1,018,000
							\$ 202,795
							\$ 98,789,228

**The Corporation of the Town of Fort Frances  
Notes to Consolidated Financial Statements**

December 31, 2017

**10. Tangible Capital Assets (continued)**

											2016
	Land and land improvements	Buildings	Machinery and equipment	Roads and bridges	Water infrastructure	Sewer infrastructure	Vehicles	Computer hardware and software	Total		
Cost, beginning of year	\$ 3,777,943	\$ 53,427,628	\$ 7,604,336	\$ 55,221,965	\$ 19,785,441	\$ 22,088,560	\$ 3,308,900	\$ 439,481	\$ 165,654,254		
Additions	127,834	84,071	3,459,786	3,342,914	1,273,877	1,140,400	46,259	152,169	9,627,310		
Disposals	(329,926)	-	(397,100)	-	-	-	(34,945)	(27,370)	(789,341)		
Cost, end of year	3,575,851	53,511,699	10,667,022	58,564,879	21,059,318	23,228,960	3,320,214	564,280	174,492,223		
Accumulated amortization, beginning of year	352,813	22,362,741	4,129,276	29,365,762	6,496,659	8,876,121	2,222,157	337,591	74,143,120		
Amortization	156,204	1,083,190	497,060	1,453,150	302,263	326,781	151,728	57,097	4,027,473		
Disposals	-	-	(389,413)	-	-	-	(34,945)	(27,370)	(451,728)		
Accumulated amortization, end of year	509,017	23,445,931	4,236,923	30,818,912	6,798,922	9,202,902	2,338,940	367,318	77,718,865		
Net carrying amount, end of year	\$ 3,066,834	\$ 30,065,768	\$ 6,430,099	\$ 27,745,967	\$ 14,260,396	\$ 14,026,058	\$ 981,274	\$ 196,962	\$ 96,773,358		

The net book value of tangible capital assets not being amortized because they are under construction is \$153,139 (2016 - \$392,486). These items are recognized separately as tangible capital assets under construction in the consolidated statement of financial position.

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

**December 31, 2017**

### 11. Accumulated Surplus

The Municipality segregates its accumulated surplus in the following categories:

	2017	2016
Investment in tangible capital assets		
Tangible capital assets	\$ 98,942,367	\$ 97,165,843
Long-term debt	(1,670,537)	(2,281,831)
Land held for sale	50,476	305,794
Total investment in tangible capital assets	97,322,306	95,189,806
General operating	378,269	171,346
Business improvement area	46,447	37,553
Total operating surplus	424,716	208,899
Other allocated deficits		
Landfill closure	(874,498)	(851,138)
Employee future benefits	(222,454)	(234,843)
Total other allocated deficits	(1,096,952)	(1,085,981)
Reserve funds		
Waterworks projects	4,899,978	3,723,793
Replacement of vehicles and equipment	819,668	982,924
Library building	634,896	642,984
Landfill closure	641,959	544,695
Parks and cemeteries	50,402	48,747
Social and family assistance	89,634	127,066
Corporate projects and contingencies	5,533,332	4,913,744
Cultural projects	60,757	50,641
Townsend theatre	113,264	101,101
Total reserve funds	12,843,890	11,135,695
Working capital reserve	1,000,000	1,000,000
Investment in government business enterprises	6,062,050	6,051,247
	<b>\$ 116,556,010</b>	<b>\$ 112,499,666</b>

The investment in tangible capital assets represents amounts already spent and invested in infrastructure and other non-financial assets.

Reserve funds represent funds set aside by by-law or Council resolution for specific purposes.

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 12. Government Transfers - Federal

	2017	2016
Operating		
Other	\$ 16,311	\$ 20,437
<b>Tangible Capital Assets</b>		
Association of Municipalities of Ontario		
Federal Gas Tax Fund	601,805	762,937
Industry Canada - FedNor	451,976	30,553
New Building Canada Fund	-	948,023
Clean Water and Wastewater Fund	583,669	-
Other	58,328	135,000
Total tangible capital asset transfers	1,695,778	1,876,513
Total federal transfers	\$ 1,712,089	\$ 1,896,950

### 13. Government Transfers - Provincial

	2017	2016
Operating		
Province of Ontario		
Ontario Municipal Partnership Fund	\$ 3,106,500	\$ 2,934,100
Ministry of Transportation	58,395	68,942
Ontario Seniors' Secretariat	41,733	46,160
Rainy River District Social Services		
Administration Board	1,103,181	1,099,394
Ontario Financial Services	-	363,923
Other	340,329	295,458
Total operating transfers	4,650,138	4,807,977
<b>Tangible Capital Assets</b>		
Province of Ontario		
Clean Water and Wastewater Fund	291,834	-
Ministry of Transportation	246,179	1,399,968
Northern Ontario Heritage Fund	703,856	44,190
Other	182,923	157,475
Total tangible capital asset transfers	1,424,792	1,601,633
Total provincial transfers	\$ 6,074,930	\$ 6,409,610

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 14. Other Income

	2017	2016
Penalties and interest on taxes	\$ 116,938	\$ 142,454
Rents, concessions and franchises	89,983	101,699
Donations	364,050	271,889
Gain (loss) on sale of tangible capital assets	37,225	(129,645)
Loss on sale of land held for sale	(54,218)	(172,042)
Provincial offences	419,173	477,791
Insurance proceeds and other recoveries	41,293	46,018
	<u>\$ 1,014,444</u>	<u>\$ 738,164</u>

### 15. Expenses by Object

	2017	2016
Salaries, wages and employee benefits	\$ 8,634,352	\$ 8,296,612
Long-term debt charges - interest	76,879	110,250
Materials	3,537,837	3,620,785
Contracted services	4,548,434	5,197,166
Rents and financial expenses	1,122,855	1,353,497
Contributions to other organizations	2,582,327	2,568,673
Amortization	4,325,875	4,027,473
	<u>\$ 24,828,559</u>	<u>\$ 25,174,456</u>

### 16. Contingent Liabilities

Various lawsuits have been filed against the Municipality for incidents which arose in the ordinary course of business as well as land claims. These lawsuits include the following specific claim:

A claim in the amount of \$2,000,000 has been filed against the Municipality that is in relation to disputed costs between the Municipality and a contractor involved in the rehabilitation of Municipal infrastructure. In the opinion of management and legal counsel, the outcome of the lawsuit, now pending, is not determinable. Should any loss result from the resolution of these claims, such loss will be charged to operations in the year of resolution.

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 17. Related Party Transactions

The Municipality owns 100% of the common shares of Fort Frances Power Corporation. Fort Frances Power Corporation provides electricity and services to the Municipality. Fort Frances Power Corporation also contracts the Municipality for the provision of accounting and administrative services. The following is a summary of the significant related party transactions for the year:

	<u>2017</u>	<u>2016</u>
Revenue from services provided to Fort Frances Power Corporation	\$ 170,276	\$ 198,456
Expenses for electricity purchased from Fort Frances Power Corporation	\$ 896,609	\$ 812,302
Other purchased services provided by Fort Frances Power Corporation	82,821	16,033
	<u>\$ 979,430</u>	<u>\$ 828,335</u>

### 18. Operations of School Boards

	<u>2017</u>	<u>2016</u>
During the year, the following taxation revenue was raised and remitted to the school boards	\$ 1,523,085	\$ 1,701,246

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 19. Pension Agreements

The employees of the Municipality participate in the Ontario Municipal Retirement System ("OMERS"). The Municipality also makes contributions to the OMERS plan on behalf of its employees. The plan has a defined benefit option at retirement available to some employees, which specifies the amount of the retirement benefit plan to be received by the employees based on length of service and rates of pay. However, the plan is accounted for as a defined contributions plan as insufficient information is available to account for the plan as a defined benefit plan. The contribution payable in exchange for services rendered during a period is recognized as an expense during that period.

OMERS provides pension services to more than 482,000 active and retired members and approximately 985 employers. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2017. The results of this valuation disclosed total actuarial liabilities of \$94,431 million in respect of benefits accrued for service with actuarial assets at that date of \$89,028 million indicating an actuarial deficit of \$5,403 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Corporation does not recognize any share of the OMERS pension surplus or deficit. Contributions made by the Municipality to OMERS for 2017 were \$530,062 (2016 - \$533,922) for current services.

### 20. Trust Funds

The Trust Funds administered by the Municipality amounting to \$1,098,197 (2016 - \$1,170,151) have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations.

### 21. Contributions to Unconsolidated Boards

The following contributions were made by the Municipality to these boards:

	2017	2016
Northwestern Health Unit	\$ 368,813	\$ 368,813
Rainy River District Social Services Administration Board		
Ambulance service	1,061,363	840,800
General assistance	89,076	159,926
Child care	125,249	119,702
Social housing	644,964	700,959
	<u>\$ 2,289,465</u>	<u>\$ 2,190,200</u>

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 22. Segmented Information

The Corporation of the Town of Fort Frances is a diversified municipal government institution that provides a wide range of services to its citizens. The management of the Municipality considers decisions based on separate service areas. These service areas are: general government, protection services, transportation services, environmental services, health services, social and family services, social housing, recreation and cultural services and planning and development.

Descriptions of the services and funds that management bases their decisions on, are as follows:

#### **General Government**

General government consists of governance, Corporate management and program support. These categories relate to operations of all of the various programs and services that the Municipality offers to its citizens.

#### **Protection Services**

Protection is comprised of police service and fire protection. Police service is contracted out to the Ontario Provincial Police. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education related to prevention, detection or extinguishment of fires.

#### **Transportation Services**

The transportation services area provides construction and maintenance of the roadways throughout the Municipality as well as the municipal airport.

#### **Environmental Services**

Environmental services consists of the management and maintenance of the sanitary sewer system, waterworks system and waste disposal facility located within the municipal borders.

#### **Health Services**

Health services are comprised of public health services and ambulance service. The Municipality contributes to local boards which provide these services to the citizens of the Municipality.



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## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

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### 22. Segmented Information (continued)

#### **Social and Family Services**

Social and family services are comprised of general assistance, child care and assistance to the aged. The Municipality contributes to local boards which provide these services to the citizens of the Municipality.

#### **Social Housing**

The Municipality contributes to a local board, which provides social housing if the citizens of the Corporation of the Town of Fort Frances require the service.

#### **Recreation and Cultural Services**

This service area consists of the operation and maintenance of local parks, recreation facilities, cultural facilities and the town library.

#### **Planning and Development**

These services relate to zoning issues as well as planning of various municipal maintenance projects.

# The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

## 22. Segmented Information (continued)

For the year ended December 31	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Family Services	Social and Services	Social Housing	Recreation and Cultural Services	Planning and Development	2017 Total
<b>Revenue</b>											
Taxation	\$ 755,751	\$ 1,654,219	\$ 1,556,846	\$ 1,909,100	\$ 1,875,762	\$ -	\$ 338,474	\$ 1,348,523	\$ 1,655,107	\$ 122,092	\$ 11,215,874
Fees and user charges	239,512	55,045	677,261	6,004,061	43,104	-	437,999	-	954,415	107,444	8,518,141
Conditional grants	1,155,833	124,055	1,483,294	572,745	-	-	1,152,764	-	171,829	20,000	4,680,520
Unconditional grants	209,322	458,175	431,205	528,770	519,537	-	83,748	373,505	458,421	33,816	3,106,499
Other	91,899	201,156	189,315	232,150	228,096	-	41,159	163,983	201,264	14,847	1,363,869
	<u>2,452,317</u>	<u>2,492,650</u>	<u>4,337,921</u>	<u>9,246,826</u>	<u>2,666,499</u>	<u>-</u>	<u>2,063,441</u>	<u>1,886,011</u>	<u>3,441,036</u>	<u>298,199</u>	<u>28,884,903</u>
<b>Expenses</b>											
Wages and benefits	1,425,652	1,155,968	1,592,161	900,755	268,886	-	1,307,040	-	1,942,597	41,293	8,634,352
Long-term debt charges (interest)	55,176	-	5,344	3,564	-	-	-	-	12,795	-	76,879
Materials	396,393	220,525	812,546	714,690	31,298	-	255,226	-	960,392	146,767	3,537,837
Contracted services	199,215	2,196,988	533,264	1,358,481	5,307	-	48,959	-	150,157	56,063	4,548,434
Rents and financial	537,402	22,041	89,760	308,539	-	-	7,341	-	114,454	43,318	1,122,855
External transfers	90,328	110,340	-	21,361	1,498,176	-	214,325	644,964	-	2,833	2,582,327
Amortization	124,666	80,136	1,896,606	1,491,527	8,445	-	69,153	-	655,342	-	4,325,875
	<u>2,828,832</u>	<u>3,785,998</u>	<u>4,929,681</u>	<u>4,798,917</u>	<u>1,812,112</u>	<u>-</u>	<u>1,902,044</u>	<u>644,964</u>	<u>3,835,737</u>	<u>290,274</u>	<u>24,828,559</u>
<b>Net surplus (deficit)</b>	<u>\$ (376,515)</u>	<u>\$ (1,293,348)</u>	<u>\$ (591,760)</u>	<u>\$ 4,447,909</u>	<u>\$ 854,387</u>	<u>\$ 1,241,047</u>	<u>\$ 161,400</u>	<u>\$ 1,241,047</u>	<u>\$ (394,701)</u>	<u>\$ 7,925</u>	<u>\$ 4,056,344</u>

## The Corporation of the Town of Fort Frances Notes to Consolidated Financial Statements

December 31, 2017

### 22. Segmented Information (continued)

For the year ended December 31	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Family Services	Social and Community Services	Social Housing	Recreation and Cultural Services	Planning and Development	2016 Total
<b>Revenue</b>											
Taxation	\$ 1,063,325	\$ 1,760,043	\$ 763,371	\$ 2,060,416	\$ 1,839,560	\$ 341,940	\$ 1,480,883	\$ 1,542,772	\$ 151,989	\$ 11,006,299	
Fees and user charges	256,384	51,207	621,007	5,853,942	72,577	347,772	-	998,544	87,249	8,288,182	
Conditional grants	74,743	82,301	3,179,871	479,956	-	1,154,287	-	391,302	10,000	5,372,460	
Unconditional grants	283,465	469,199	203,502	549,273	490,397	1,816,689	394,779	411,278	40,518	2,934,100	
Other	107,902	178,600	77,463	209,080	186,669	34,901	150,272	156,552	15,423	1,116,862	
	1,785,819	2,541,350	4,845,214	9,152,667	2,589,203	1,972,089	2,025,934	3,500,448	305,179	28,717,903	
<b>Expenses</b>											
Wages and benefits	1,214,996	1,175,616	1,548,136	928,143	188,880	1,194,478	-	1,989,058	57,305	8,296,612	
Long-term debt charges (interest)	60,184	-	8,880	10,549	-	-	-	30,637	-	110,250	
Materials	364,088	243,532	649,602	879,727	42,469	284,575	-	993,545	163,247	3,620,785	
Contracted services	335,433	2,471,554	374,750	1,709,634	3,535	43,539	-	203,036	55,685	5,197,166	
Rents and financial	324,135	27,915	516,724	277,772	-	7,649	-	117,898	81,404	1,353,497	
External transfers	84,348	144,701	-	20,796	1,277,613	340,256	700,959	-	-	2,568,673	
Amortization	123,677	44,688	1,827,821	1,366,077	8,857	70,477	-	585,875	1	4,027,473	
	2,506,861	4,108,006	4,925,913	5,192,698	1,521,354	1,940,974	700,959	3,920,049	357,642	25,174,456	
<b>Net surplus (deficit)</b>	<b>\$ (721,042)</b>	<b>\$ (1,566,656)</b>	<b>\$ (80,699)</b>	<b>\$ 3,959,969</b>	<b>\$ 1,067,849</b>	<b>\$ 31,115</b>	<b>\$ 1,324,975</b>	<b>\$ (419,601)</b>	<b>\$ (52,463)</b>	<b>\$ 3,543,447</b>	

For each reported segment, revenues and expenditures represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information. Taxation, payments-in-lieu of taxes, certain government grants and other revenue have been apportioned based on a percentage of budgeted expenditures.

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## Independent Auditor's Report

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To the Mayor and Councilors of  
The Corporation of the Town of Fort Frances

We have audited the accompanying financial information for the trust funds of the Corporation of the Town of Fort Frances, which comprise the balance sheet as at December 31, 2017, and the statement of continuity for the year then ended and a summary of significant accounting policies and other explanatory information. The financial information has been prepared by management based on the basis of accounting as described in Note 1.

### Management's Responsibility for the Financial Information

Management is responsible for the preparation and fair presentation of this financial information in accordance with the basis of accounting as described in Note 1; this includes determining that the basis of accounting is an acceptable basis for the presentation of the financial information in the circumstances, and for such internal control as management determines is necessary to enable the preparation of the financial information that is free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on this financial information based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial information is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial information. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial information, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial information in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, if any, made by management, as well as evaluating the overall presentation of the financial information.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial information presents fairly, in all material respects, the balance sheet for the trust funds of the Corporation of the Town of Fort Frances as at December 31, 2017, and the statement of continuity for the year then ended, in accordance with the basis of accounting as described in Note 1.

### Basis of Accounting and Restriction of Use

Without modifying our opinion, we draw attention to the significant accounting policies section of the financial information which describes the basis of accounting. The financial information is prepared to assist the Corporation of the Town of Fort Frances to comply with the reporting requirements of the Bereavement Authority of Ontario. As a result, the financial information may not be suitable for another purpose. Our report is intended solely for the management of the Corporation of the Town of Fort Frances and the Bereavement Authority of Ontario and should not be used by parties other than the management of the Corporation of the Town of Fort Frances and the Bereavement Authority of Ontario.

Chartered Professional Accountants, Licensed Public Accountants

Fort Frances, Ontario  
June 25, 2018

## The Corporation of the Town of Fort Frances Trust Funds Balance Sheet

December 31, 2017	Multi Use Tennis Court	Cemetery Care and Maintenance	Cemetery Special Care	Community Chest School Board	Rainy River District School Board	2017 Total	2016 Total
<b>Assets</b>							
Cash	\$ 65,386	\$ -	\$ 791	\$ 85,328	\$ -	\$ 151,505	\$ 146,762
Accounts receivable							
Own municipality	-	2,277	-	-	-	2,277	-
Other	-	-	-	-	-	-	10
Investments	-	299,888	710,373	-	-	1,010,261	1,046,863
	\$ 65,386	\$ 302,165	\$ 711,164	\$ 85,328	\$ -	\$ 1,164,043	\$ 1,193,635
<b>Liabilities</b>							
Own Municipality	\$ 65,531	\$ -	\$ -	\$ 315	\$ -	\$ 65,846	\$ 23,484
Balance capital	(145)	302,165	711,164	85,013	-	1,098,197	1,170,151
	\$ 65,386	\$ 302,165	\$ 711,164	\$ 85,328	\$ -	\$ 1,164,043	\$ 1,193,635

## Statement of Continuity

December 31, 2017	Multi Use Tennis Court	Cemetery Care and Maintenance	Cemetery Special Care	Community Chest School Board	Rainy River District School Board	2017 Total	2016 Total
<b>Balance, beginning of year</b>	\$ 44,518	\$ 297,307	\$ 691,592	\$ 91,610	\$ 45,124	\$ 1,170,151	\$ 1,558,707
<b>Revenue and receipts</b>							
Care receipts and contributions	-	4,858	29,746	-	-	34,604	20,679
Interest earned	558	-	-	774	-	1,332	24,346
Donations	8,255	-	-	23,418	-	31,673	69,055
	8,813	4,858	29,746	24,192	-	67,609	114,080
<b>Expenditures</b>							
Operations	201	-	-	-	-	201	53
Administration	-	-	-	-	-	-	365
Paid to school board	-	-	-	-	45,124	45,124	420,655
Transfers to Municipality	53,275	-	10,174	-	-	63,449	19,158
Interest paid to cemetery	-	-	-	-	-	-	22,358
Grants	-	-	-	30,789	-	30,789	40,047
	53,476	-	10,174	30,789	45,124	139,563	502,636
<b>Balance, end of year</b>	\$ (145)	\$ 302,165	\$ 711,164	\$ 85,013	\$ -	\$ 1,098,197	\$ 1,170,151

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## The Corporation of the Town of Fort Frances Trust Funds Notes to Financial Statements

December 31, 2017

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### 1. Summary of Significant Accounting Policies

**Management's Responsibility** The financial information of the Corporation of the Town of Fort Frances Trust Funds is the representation of management and has been prepared in accordance with Canadian Generally Accepted Accounting Principles. Precise determination of some assets and liabilities may be dependent upon future events and estimates and approximations. These estimates and approximations have been based upon the available information, using careful judgment and review.

**Accrual Basis of Accounting** Sources of financing and expenditures are reported on the accrual basis of accounting.

The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

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### 2. Multi Use Tennis Court Trust

The Multi Use Tennis Court Trust Fund was established to support fundraising efforts towards the construction of tennis courts.

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### 3. Cemetery Care and Maintenance Trust

The Cemetery Care and Maintenance Trust Fund was established in accordance with the Cemeteries Act for the care and maintenance of certain cemetery grounds.

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### 4. Community Chest Trust

The Community Chest Trust Fund was established to provide grants to individuals to support them with the costs of travel for medical purposes.

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**The Corporation of the Town of Fort Frances  
Trust Funds  
Notes to Financial Statements**

**December 31, 2017**

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**5. Rainy River District School Board Trust**

The Rainy River District School Board Trust Fund was established as security during the construction of the new Robert Moore School and the Education Centre, and the demolition of the old Robert Moore School.

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**6. Statement of Changes in Cash Flows**

A statement of changes in cash flows has not been provided since the sources and uses of cash are readily apparent from the financial information provided.

Draft



Report to Fort Frances Council

January to June 2018

**Economic Development Activities:**

# RRFDC ACTIVITY REPORT

January to June 2018

The RRFDC continued to move forward with the enhanced economic development project and “The Path Forward” action plan.

- Supported the Fort Frances Economic Development Office (FFEDO) with Economic Development Advisory Committee (EDAC) meetings and numerous projects.

## Report to Fort Frances Council

January to June 2018

**General**

The RRFDC has applied for new funding and was approved by NOHFC for \$150,000 at a 70% Provincial, 30% Municipal.

These funds are now supporting activities in:

- Mining
- Agriculture
- Digital Economy
- Forestry

Most activities related to Tourism Development are no longer supported by NOHFC grants, so we have looked to other Ministries to support those efforts.

We are currently administering funds to support tourism through grants from:

Northern Ontario Tourism	(Ontario Ministry of Tourism)
Rural Economic Development	(Ontario Ministry of Agriculture)
Interaction Fund	(Canada Ministry of Culture)
Northern Arts	(Ontario Arts Council)

We will apply separately to FedNor for assistance on items that are of strategic interest to Fort Frances.

## Report to Fort Frances Council

January to June 2018

**Mining – Industrial and Residential Preparedness**

We continue to work closely with New Gold's material procurement manager in order to identify potential companies for locating in the District.

Recently, we met with New Gold to start to develop a working partnership that will grow and support entrepreneurship.

We continued marketing efforts to establish Fort Frances as a location for mining/industrial service center. AD Example:



Call us today to talk about locating in Canada's next mining district with the lowest energy industrial property prices in the Province.  
1 807 274 9621

VISIT  
[WWW.FORT-FRANCES.COM](http://WWW.FORT-FRANCES.COM)

 **FORTFRANCES**  
BOUNDLESS

Report to Fort Frances Council

January to June 2018

## **Forestry and Wood Products**

### **ESFL and Crossroute/Sapawe Forest Amalgamations**

The Province is moving forward with the creation of the ESFL Corporation. The conceptual framework presented at the last working group meeting is attached to this presentation.

The Rainy River Future Development Corporation was successful in its bid to become the administrator of the working group. The RRFDC now holds and administers the funds sent from the Forestry Trust. We are also providing accounting and organizational support.

Mike Willick has been contracted to act as our representative on the ESFL group. The organization is divided into two groups a smaller Working Group that meets regularly and hashes out the details. (Mike Willick is a member of this group.) A second larger group made up of all stakeholders will meet quarterly to review and comment on the work of the working group. The Mayor, Doug Brown and RRFDC staff are part of this group.

At the most recent meeting, the Working Group presented the work done over the past months to the stakeholder group. While efforts to create a Forest Management Corporation that suits the needs of the stakeholders in our region are in the very early stages, all parties report that the work is progressing well.

Conceptual Business Arrangement Review (see attached PDF of presentation)

The change in management at Resolute has led to a return to a positive working relationship with the corporation. Regular meetings are now being held and the dialogue has been positive.

## Report to Fort Frances Council

January to June 2018

**Tourism****Tourism Center**

The RRFDC received four grants that are being used to fund two summer students for May to late August to assist with the Tourism Center, summer projects and Rainy Lake Market Square markets and event. The Center opened on the Friday before May Long weekend and closed again at the end of September.

The center provides tourist with:

- Brochures from area businesses and camps
- Restaurant Menus
- Hotel Reservations
- Fishing License Information
- Fort Frances Water Bottles
- Free Wifi
- Selfie with Moose
- Washrooms

Welcoming Rally:



## Report to Fort Frances Council

January to June 2018

**Conferences and Development**

We attended several Cultural/Arts Tourism workshops/information sessions and a session on economic opportunities associated with the legalization of Cannabis.

**New Funding Partner**

We secured 2018 partnership funding from the Northern Tourism Marketing Program for the season. We need to thank Tbaytel Tel for their generous sponsorship of the Center. Our phone and WIFI service is now being donated by them.

**Summer Ads**

We placed ads in Sunset Country and the Fort Frances Guide this year.



Welcome to the Rainy Lake Square in downtown Fort Frances. Home of the Rainy Lake Market on Thursdays & Saturdays. Your destination for outdoor concerts, free movie nights under the stars and so much more. Visit [www.facebook.com/RainyLakeSquare](https://www.facebook.com/RainyLakeSquare) for a full event listing

Fort Frances – a better life exposed.

VISIT [WWW.FORT-FRANCES.COM](http://WWW.FORT-FRANCES.COM)





Report to Fort Frances Council

January to June 2018

## Rainy Lake Market Square

Rainy Lake Square Series



**tbaytel**

**Rainy Lake Series**

**FREE CONCERTS  
STARTING AT 6 PM**

05.17.18 - Entyrelly Mac  
06.14.18 - Fred Penner  
07.12.18 - Kings of None  
08.30.18 - Iskwe  
09.13.18 - The Old Salts

**Events**  
every Thursday evening  
May-September.

**CONCERTS. MOVIES. FUN.**

**RAINY LAKE  
SQUARE**

235 Scott Street, Fort Frances  
RAINYLAKE SQUARE.CA

**BORDER** **SUNSET COUNTRY** **newgold** **Ontario** **FORTFRANCES** **ONTARIO ARTS COUNCIL**  
Rainy River **BOUNDLESS** **CONSEIL DES ARTS DE L'ONTARIO**  
un organisme du gouvernement de l'Ontario

Thank you to sponsors:

TBay Tel

New Gold

Sunset Country Ford

Province of Ontario

Ontario Arts Council

B93 The Border

Government of Canada

Sunset Country Metis (Iskwe Concert)

Report to Fort Frances Council

January to June 2018





Report to Fort Frances Council

January to June 2018

## Markets Thursdays and Saturday

Billboard on highway to Fort Frances in U.S.



Billboards at Western Entrance



We are currently looking for a third sign location in the Eastern Entrance.

## Report to Fort Frances Council

January to June 2018

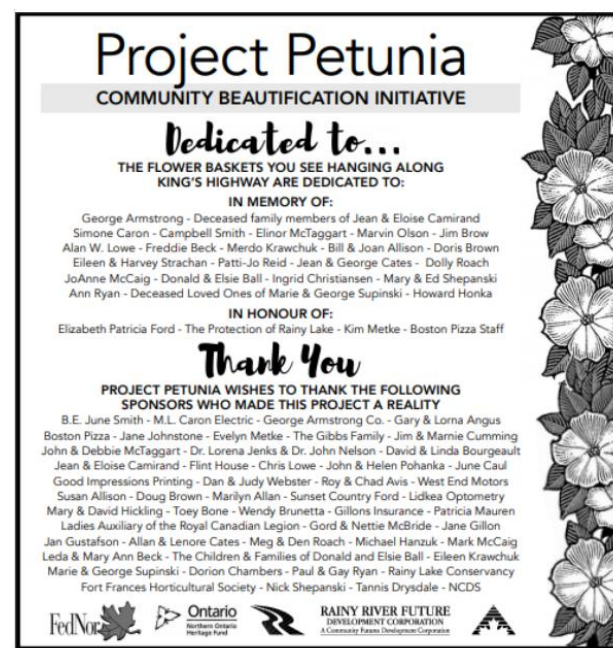
### Canada Day

We will orchestrate the Canada Day Parade as with previous years. Anyone interested in Attending may sign up by calling 807 274 9621.



### Project Petunia

We again sold all the flower baskets and they are hanging on the highway. Thanks to the Town Parks Dept who will water and tend to the flowers all summer long and the Fort Frances Power Corp. for their help placing the baskets on the street.



## Report to Fort Frances Council

January to June 2018

**Small and Medium Enterprise (SME) Support**

The RRFDC continues to support small and medium sized businesses in the District and report of those activities is outlined in our annual report which can be found at [www.rrfdc.on.ca](http://www.rrfdc.on.ca). This support includes one on one counselling and a loans fund to help existing and startup ventures.

**Transition and Succession Match**

We have invested in a new program that assists with the transition and sale of small businesses through a company called Succession Matching. The RRFDC held a seminar earlier in the year discussing issues and steps to prepare a business to sell and we now offer free advertising and promotion opportunities to local businesses. Succession Matching has developed specialized programming to help new immigrants in Ontario find Provincial Nominee eligible businesses to purchase. The company has representatives who visit countries where investment class immigrants are shopping for companies to purchase and matches them with their identified businesses for sale.

**Branding/Digital Marketing**

The RRFDC continued the social media work to present the Town of Fort Frances on Twitter, Facebook and Instagram. We do ongoing training in social media management and the utilization of those tools to market the district.

In 2017, we added two more Facebook pages, Rainy Lake Square and Rainy Lake Fishing with the goal of developing a community of interest and being able to direct market into the US for fishing. We continue to develop this site and have started a direct sales mailing list through promotions on the site.

The Rainy Lake Square page has grown in popularity and we are exceeding reach expectations. We have a growing mailing list for the square and are direct marketing to the community via these lists information on events there.

**Social and Digital Media Training**

As we work internally to improve the digital and social footprint of our community, we have provided a number of training sessions for local small businesses to gain skills and develop their marketing on various social platforms.

Most recently, we have offered eight registration spaces for Social Media Marketing Worlds online training on the utilization of Facebook AD's. SSMW is one the international leaders in social media training and by utilization of streaming services we can provide local businesses with access the very best experts. We are also offering one on one training for businesses just getting started on social platforms.

## Report to Fort Frances Council

January to June 2018

**Go Local Turns FIVE**

The program has a maintained merchant member base of 30 businesses, and over 5000 cardholders throughout the Rainy River District.

**Stats**

Total Points Issued to Date	3,021,036
Value of Points Redeemed to Date	\$203,316 (\$68,233 outstanding)
Gift Cards in the community	\$16,023 as yet unspent
Card usage in past 3 months	52%

**Points issuance trends**

May 2017 vs. May 2018	
38,040	50,574

This means that 25% of households in Fort Frances have an unspent \$25 gift card to spend in 2018 and usage continues to exceed every other national/international points program.

Go Local turned 5 years old in February and we celebrated with a contest that asked people to celebrate what was best about the Rainy River District and Fort Frances.

**Industrial Lot Sales**

The RRFDC continues to work with administration assisting with lot sales. During the first part of 2018 a number of inquiries were handled and offers were sent to council for deliberation and decision.

## Report to Fort Frances Council

January to June 2018

**Agriculture****Land Clearing and Tile Drainage**

The RRFDC has facilitated the following tile drainage and land clearing projects with area producers and the NOHFC. These projects represent significant financial investments by the producers and the NOHFC.

- ▣ Land Clearing #1 - \$1,800,000 (100% Complete)
- ▣ Land Clearing #2 - \$1,700,000 (Approved in October)
- ▣ Tile Drainage #1 - \$2,000,000 (Completed)
- ▣ Tile Drainage #2 - \$2,000,000 (Completed)
- ▣ Tile Drainage #3 - \$2,000,000 (Completed)
- ▣ Tile Drainage #4 - \$2,000,000 (Approved)

**Land Clearing**

The land clearing projects are a direct benefit to the District as all producer and NOHFC investment dollars will go to local contractors who undertake the land clearing. These contractors hire employees, maintain and purchase much of their equipment locally.

**Tile Drainage**

Once all the tile projects have been completed the District will have approximately 8,000 acres of tilled cropland. The projects have significantly diversified the area's agricultural economy through the growing of canola, soybeans, wheat and oats which has dramatically increased the economic benefits of the sector to Fort Frances and the District. The following is a sample of the increase in economic activity which did not exist in 2014.

Trucking:

The chart below indicates the number of loads of cash crops sent to these destinations in 2017.

Thunder Bay	56 loads
Manitoba	6 loads
United States	21 loads

# Sapawe/Crossroute Forests Main Group Meeting 2 May 11, 2018

Progress Report

## Outline of Meeting

1. Forestry Futures Trust Funding
2. FFT Fund Administrator
3. Working Group meetings and participation
4. Review of draft Conceptual Business Arrangement
5. Next steps:
  1. Submit CBA to Forestry Futures Trust.
  2. Develop Shareholder Agreement based upon principles in CBA

**NEWCO Enhanced  
Shareholder SFL**

Consumptive Rights Holders, Harvest Rights Holders, First Nations, Metis and Municipal Economic Development Entities

**FF OLG &  
Flanders OLG**

**SFL Appendix F (Volume )**

**FRL Overlapping  
Licence Agreement**

**Norbord & others**

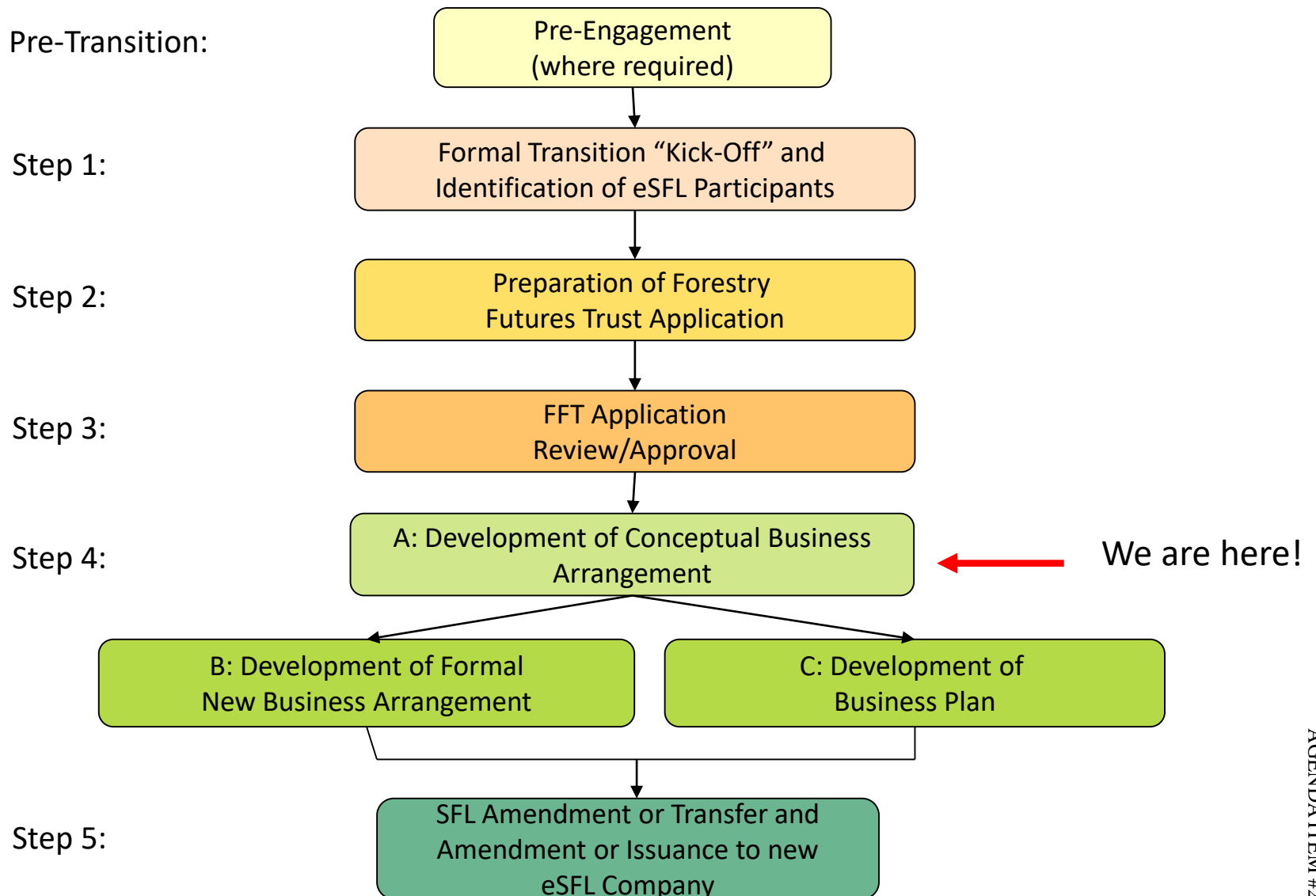
**Supply Agreements Commitment Letter, SFL Appendix E  
(Area or Volume)**

**NEW COMPANY  
is responsible for  
this**

**Sustainable Forest Licence (SFL)  
("Area Based")**



# General eSFL Transition Steps



## Since we last met:

1. FFT application revised and submitted to FFT.
2. FFT approved application: March 7 2018
3. Working Group has been active:
  - Three meetings: Mar 8, Apr 13, Apr 27
  - Draft Conceptual Business Arrangement developed for discussion today.

# Working Group Participants

1. Ideal size would be 10-14 participants.

2. Representation:

- a) Forest Industry
- b) First Nations
- c) Metis
- d) Independent Operators
- e) Municipalities



10-14  
PARTICIPANTS

3. Key Points:

- a) consistency of attendance
- b) Expertise and ability to represent

# Working Group Participants

- Roger Barber, Resolute FP
- Gary Both, Rainy Lake Tribal Resources Management Inc.
- John Connor, MNO
- Leon Degagne, Independent Operator
- Brian Gouliquer, MNO
- Ralph Horn, OMNRF
- Dale Kaemingh, Manitou Forest Products
- Eric Kaufman, Consultant
- Rick Kziezopolski, Norbord
- Kendall Lundy, Nickel Lake Lumber
- Gary McKinnon, AEDC
- Peter Moen Boundary Waters LP,
- Tom Ratz, Resolute FP
- Glen Smith, Naicatchewenin FN
- Mike Willick, RRFDC
- *Several other Independent operators attended individual meetings*

# FFT Application

1. As a result of our 1<sup>st</sup> Main Group meeting application submitted to FFT.
2. FFT approved application with some minor clarifications.



FUTURES  
TRUST  
ONTARIO

## Enhanced SFL Transition Program Notice of Project Approval and Payment Authorization

The following has been approved for funding from the Forestry Futures Trust:

**ESFL Project #:** ESFL-007-2018  
**ESFL Name:** TBD (Crossroute and Sapawe Forest)  
**Fiscal Year(s):** 2018/19 and 2019/20  
**ESFL Contact Person:** Tom Ratz Resolute Forest Products Inc.  
Peter Moen Boundary Waters

**Proposed ESFL Management Area:** Crossroute and Sapawe Forest

**Approved Maximum project funding:** \$ 351,048.00

Payments in relation to this project made by RBC Dexia Investors Services Trust to the Payee shall not exceed the amount of \$351,048.00

## FFT funds Administrator

- Three parties offered to be FFT funds Administrator.
- The participants elected Rainy River Future Development Corporation as the successful applicant.
- The process has been set-up and is now functioning through this organization

# Responsibilities and Duties

1. Manage funds allocated from Forestry Futures Trust.
2. Approve and issue payment of invoices and bills (approximately 4-8 invoices per month)
3. Remit invoices to FFT for **re-imbursement**. Timely submission is critical.
4. Coordinate with Facilitator quarterly reporting to FFT.
5. Report to Main Group meetings with status of spending.
6. Estimate of 10-12 hours of work per month to complete tasks.

Main Principles and content of Agreement

# **CONCEPTUAL BUSINESS ARRANGEMENT (DRAFT)**



# Conceptual business arrangement (CBA)

High level conceptual agreement on how parties plan to proceed with development of business corporation. 6 months has been allowed for this step. The CBA will explain, at a high level, the basic structure of the new company :

- a) Share & Board structure, composition & voting
- b) Who pays and when
- c) Allocation process: harvest history and rights; who cuts what.
- d) Consumption process: recognition of directives and wood flows
- e) “On and off ramps”
- f) Performance/Non performance
- g) First Nation capacity opportunities

# Some key Principles from OMNR “Principles” Document

12. The composition, structure and governance of eSFL Companies will be flexible to address local circumstances and interests of local eSFL participants (including the Local Aboriginal Communities, Local Forest Industry, Local Communities and MNR).
13. The eSFL Company's Business Agreement (e.g. shareholders agreement) will respect existing wood supply and harvest commitments.
14. The eSFL transition process will respect harvest and wood supply commitments of current shareholder SFL Companies, and current shareholders will have the option, at their sole discretion, to remain shareholders in the eSFL.
15. Existing wood supply and harvest commitment holders will have the option, at their sole discretion, to become shareholders and nominate representation to the Board of Directors of the eSFL Company.
16. The Business Agreement will provide opportunities for membership changes including attrition and recruitment of new shareholders and provisions for new entrants.

# Some key Principles from OMNR “Principles” Document

17. Local Aboriginal Communities and Local Communities will be provided the opportunity to participate in the eSFL Company with a minimum of 1 voting Board of Director positions reserved for Local Aboriginal Communities and 1 for Local Communities as Outside Directors.
18. Board Directors representing shareholders with financial obligations will have proportional influence over financial decisions of the eSFL Company while ensuring all directors, including Outside Directors, have a vote in all decisions. No individual member will have the ability to directly or indirectly control the eSFL Company.
19. An Independent General Manager shall be hired/retained/report to the Board of Directors with primary responsibility for sustainable forest management, as directed by the Business Agreement.
21. The Board of Directors will be bound and directed by the Business Agreement which will foster good governance practices.
22. The eSFL Company will promote the sustainable use of the full available Crown wood supply by ensuring it is used or made available to others for use.

# Shareholders, Directors and Wood Rights!

## Directors:

- The majority of decision making within NEWCO is held by the Directors.
- Directors are nominated by Shareholders

## Shareholders:

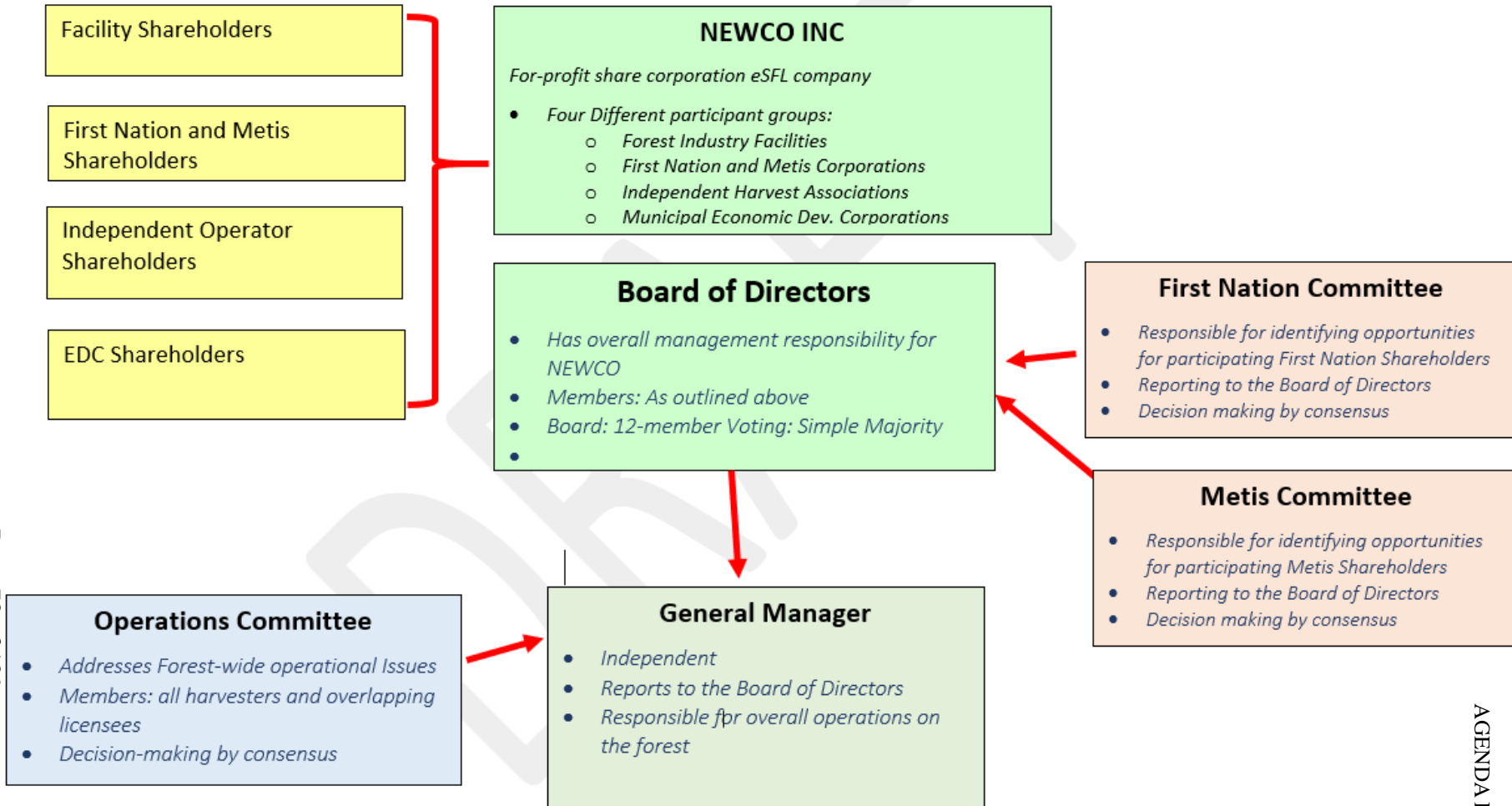
- Within NEWCO shareholder decision making is **limited to:**
  - Nominating directors,
  - Changing the signed Shareholder Agreement
  - Dissolving the Company

## Wood Rights:

- NEWCO does not assign initial Harvest and Wood Rights; this is the job of the OMNRF
- NEWCO's job is to respect these existing wood rights and directives!

## APPENDIX 5

## CONCEPTUAL NEWCO ORGANIZATIONAL MODEL



# Corporate Structure and Management

## 1. Board (s) of Directors

- Need to define number and composition of Boards
- Director as defined in the Business Corporations Act.
- Who will be signatory to the Agreement?

## 2. Directors and Shareholder's Powers

## 3. Officers of the Company

- Who are the officers of the company?
- How long is their term? Is there a restriction to the number of terms.

## 4. Description and Role of General Manager

# Corporate Design and Set-up

Type of Corporation: “For Profit” = Cost Recovery

Classes of Shares: Two types:

Class “A” **voting** ;

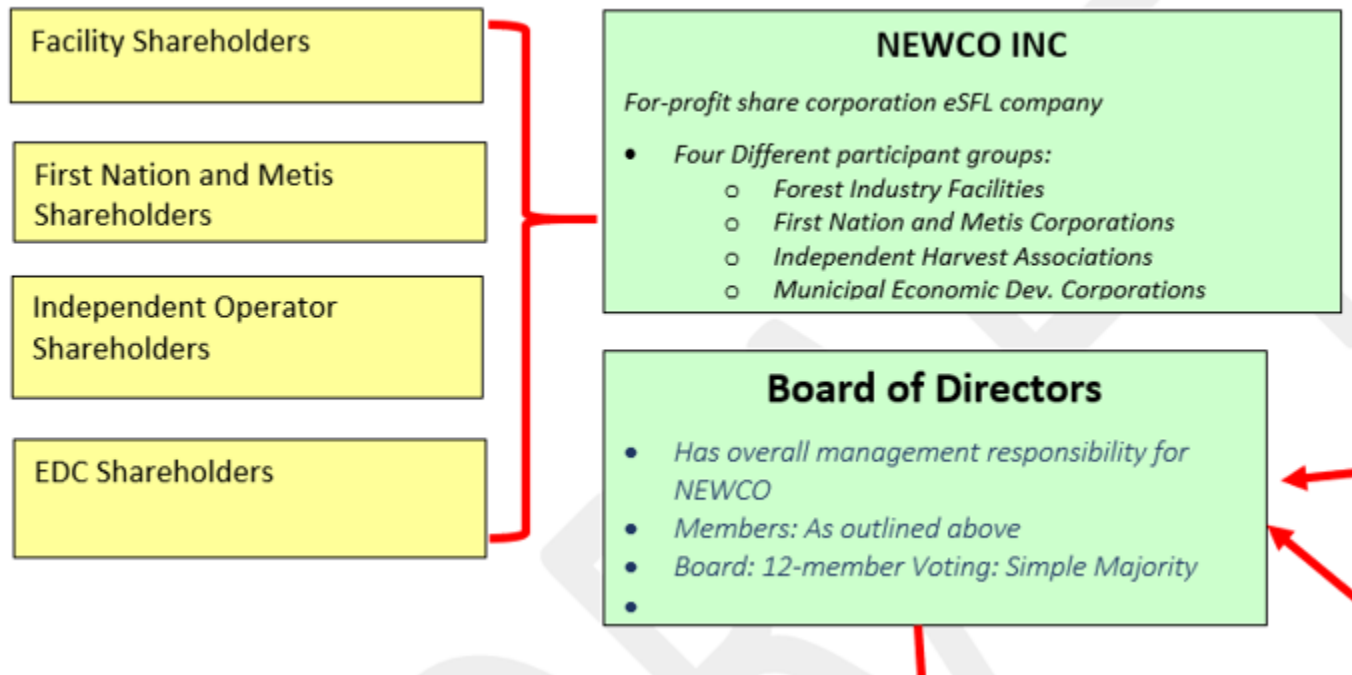
Class “B” **non-voting except financial**

Nomination of Directors: Class A Shares:

**One Party**: Those shareholders with one party: they appoint one director: Example: Resolute FP, Norbord, AEDC

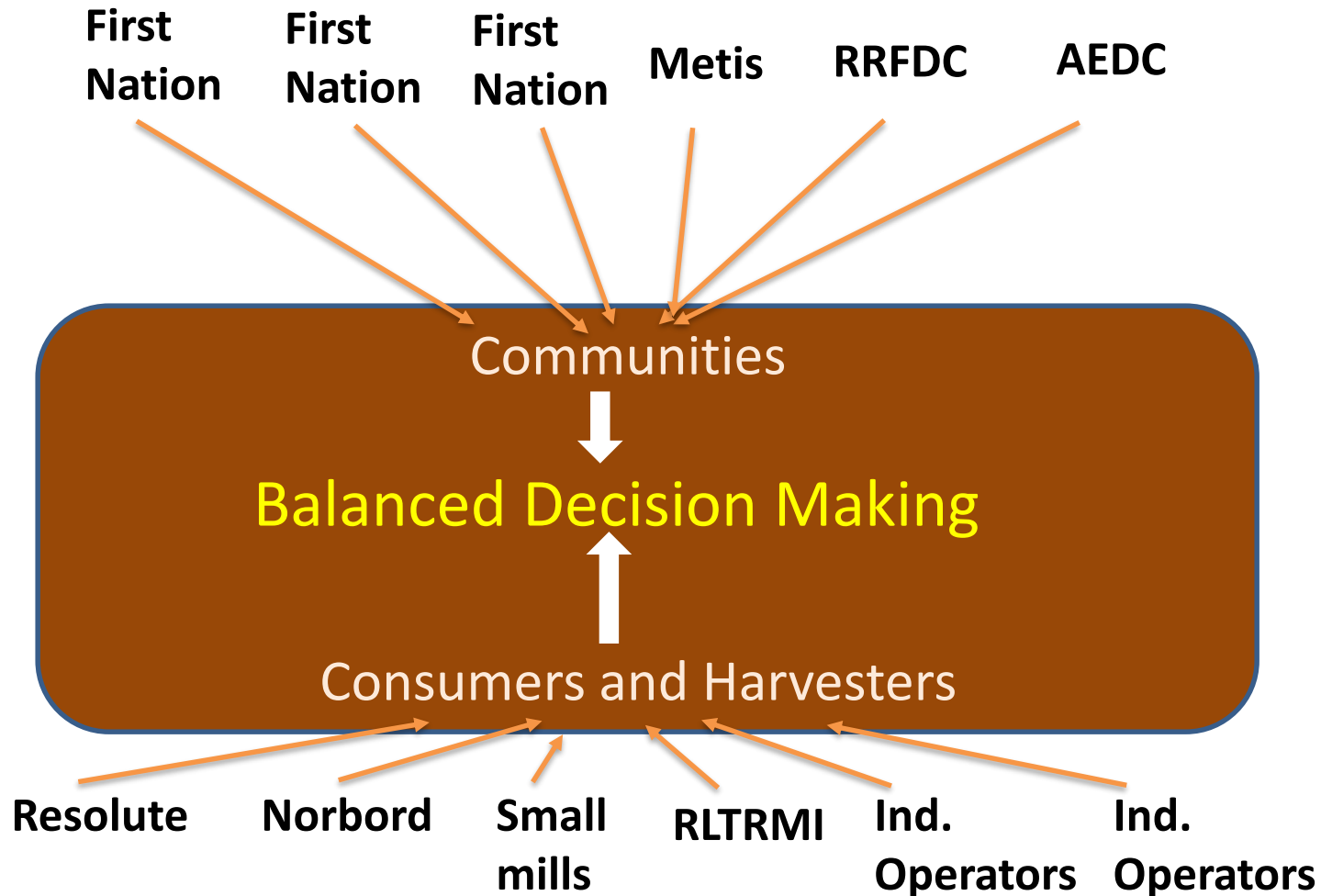
**Multi-Party**: Nominate directors based on their aggregate shares: Example: First Nation, Metis, Minor Consumers

# Corporate Structure





# NEWCO Board: Initially 12 seats



# Decision Making

## Shareholder Decisions: Restricted to:

- nominating Directors
- Wholesale changes to Shareholder Agreement
- Dissolution of NEWCO

## Directors Decisions:

- Majority of decision making for Corporation

**Class A Shareholders** participate in all decisions except limited and identified financial decisions.

**Class B Shareholders**: participate in financial decisions if no decision with full Board.

# Class A Voting Share Distribution

**Class A: would have a total of 1200 shares Issued= equals 12 Director positions on the Board**

**Atikokan Economic Development Corporation** 100 shares

**First Nations** 300 shares

*At this stage it is **uncertain how many First Nations will participate** as shareholders. In the aggregate, they would have **300 shares**, so if there were six who participated, each First Nation would be issued 50 shares. If any First Nation leaves the Corporation or if any new First Nation comes on as a shareholder in the Corporation, their shares can be adjusted within the aggregate of 300 shares]*

# Share Distribution Continued

## Independent Loggers Association

200 shares

*This party is a **single incorporated entity**, which means that there would be one share certificate issued for **200 shares**. If the intention is that the Loggers within the Association itself might have conflicting interests, and might from time to time wants to split their votes, then we need to find a solution.*

## Major Consumer: Norbord Inc.

100 shares

## Major Consumer: Resolute FP Canada Inc.

100 shares

## Metis Nation Ontario

100 shares

*At this stage it is uncertain how many Metis will participate as shareholders. In the aggregate they would have **100 shares**, so if there were two who participated, each Metis Organization would be issued 50 shares. If any Metis Organization leaves the Corporation or if any new Metis Organization comes on as a shareholder in the Corporation, their shares can be adjusted within the aggregate of 100 shares.*

# Share Distribution Continued

## **Minor Consumers**

**100 shares**

*As with the First Nation and Metis shares, we might consider splitting these 100 shares among the minor consumers, namely Manitou, Nickle Lake and True North, 33.33 shares each, and as minor consumers come on or leave the Corporation, the total 100 shares can be readjusted among them.*

**Rainy Lake Tribal Resource Management Inc.**

**100 shares**

**Rainy River Future Development Corporation**

**100 shares**

# Class B Non-Voting Share Distribution

## Class B: 1000 shares Issued

These shares would be non-voting on all issues at the Director's table except where a financial issue is **brought to a vote**.

Their shareholdings are based upon the consumption as described below:

Norbord Inc.	256
Nickel Lake Lumber Inc.	17
Resolute FP Canada Inc.	653
Manitou Forest Products	17
True North Timber	57
<b>TOTAL</b>	<b>1000</b>

If consumption rights change in the future, either increasing or decreasing the parties' consumption rights, or if new consumers come into the picture, then the totality of the consumption is divided proportionately so that there will always be 1000 Class B shares held in proportion to consumption.

# Voting

All decisions (except identified financial):

- Consensus building process
- If no consensus, simple majority: 7 of 12
- Quorum for a meeting shall consist of majority of Directors and having at least one Director representing each share class



**“Of course we’ll make a decision ...  
once we have considered the 5243 factors.”**

# Financial Decision Making: Steps

## Steps:

1. Generally, General Manager prepares annual budget (includes mgmt. fee, admin fee, renewal rate etc.)
2. General Manager would most likely have preliminary discussions with consumers and harvesters for general guidance.
3. General Manager presents budget to Board for discussion and review.
4. If Board gives consensus support, budget would pass.
5. If no consensus acceptance of budget, Class B shareholders proportional vote to an approved minimum threshold of acceptance:

***Example 92% of shares would require two large consumers and one small consumer.***

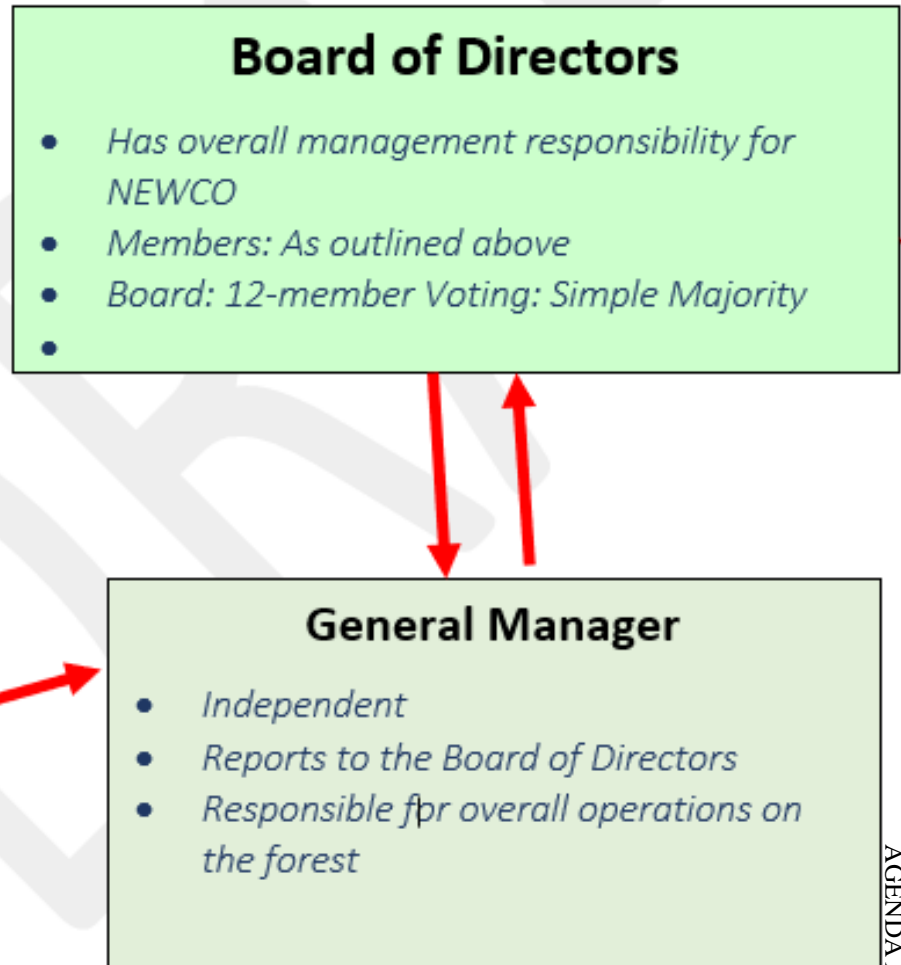


# General Manager

- **Must be Independent of the parties**
- Will be an “employee” of NEWCO
- Strong experienced leader and manager

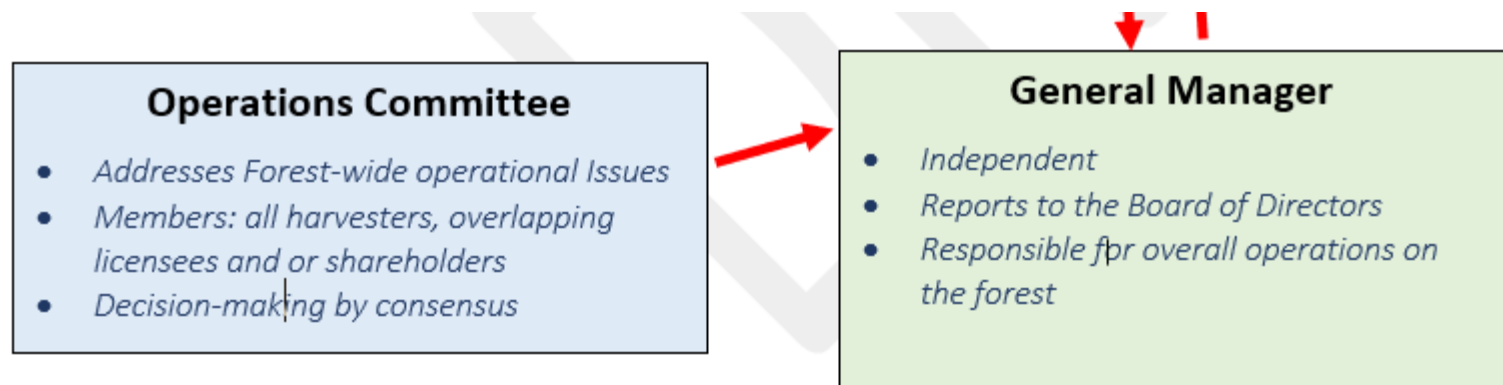
## Description and role of General Manager

- Manage day to day operations
- Prepare FMP, AWS, Annual reports etc.
- Operating budget
- Hiring and firing of staff
- Develop overlapping licence agreements etc.
- Report material non-performance issues.
- Recommend management fees
- Monitor payment of stumpage and crown dues.

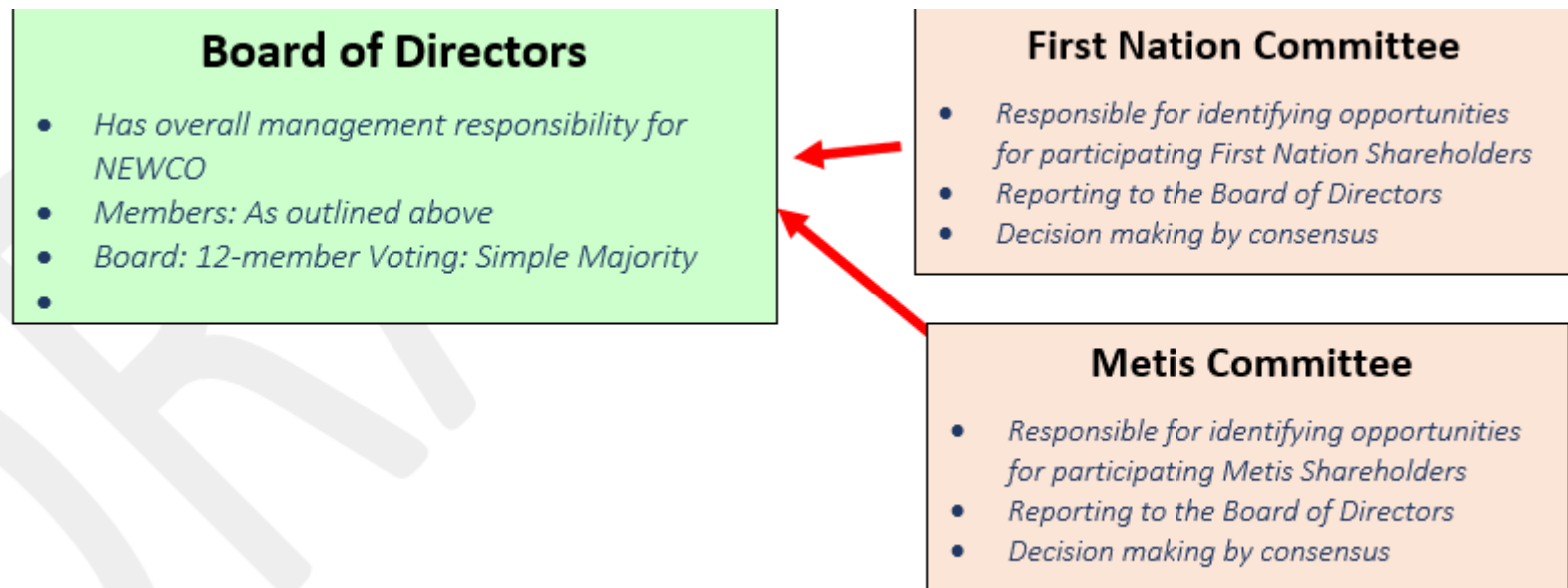


# Committees Reporting to Board

We envision 2 committees reporting directly to Board, and 1 committee reporting to General Manager.



# Committees Reporting to Board



# Management Service Provider

## Key characteristics of Management Service Provider:

- Retain local forest management expertise
- Largely external service providers
- Utilize existing expertise: Rainy Lake Tribal Resource Management Inc.
- As well as tendering for services not competitively available in the area.
- General Manager responsible to review performance of service providers.

# Harvest and Consumption Rights

## Recognized Historical Harvest Rights:

1. Resolute Forest Products: **Crossroute Forest SFL**
2. Rainy Lake Tribal Resource Mgmt. Inc.: **Sapawe Forest 5- yr FRL**
3. Independent Operators on former Flanders and Fort Frances CMU: recognized in **Schedule “F” of RFP SFL** on the Crossroute Forest.

Business to Business Arrangements: As determined by the B2B participants

# Harvest and Consumption Rights

## Consumption Rights:

1. Resolute Forest Products: **Crossroute Forest SFL**
2. Norbord Inc: **OMNR recognized Supply Agreement**
3. Nickel Lake Lumber, Manitou Forest Products and True North Timber: **Supply Agreements**

NEWCO's responsibility is to respect these harvest and consumption rights as long as they are being used.

# NEWCO's Role: Harvest & Consumption Rights:

- NEWCO's responsibility is to respect these harvest and consumption rights as long as they are being used. Otherwise:
- NEWCO will need to define language to provide new opportunities for:
  - First Nation and Metis businesses and harvesters
  - Existing independent operators
- NEWCO will need to define language in the Shareholder that provides fair and equitable opportunities to our existing shareholders.

***NEWCO's overall objective is to utilize the full AAC on the forest.***

# Consumption and Harvest Rights

WOOD SUPPLY	SAPAWE CROSSROUTE WOOD SUPPLY AND DIRECTIVES								
	MERCHANTABLE VOLUME								
	BW	CE	OC	PO	PWR	SPF	TOL	TOTAL	
CrossRoute Forest *	76,889	7,517	3,211	536,307	59,672	593,891	2,448	1,279,935	
Sapawe Forest **	42,465	1,364	553	49,178	5,264	144,017	1,289	244,130	
	119,354	8,881	3,764	585,485	64,936	737,908	3,737	1,524,065	
USERS									
Norbord (Barwick)	47,748			333,047				380,795	25.6%
Nickel Lake Lumber					25,000			25,000	1.7%
Resolute Forest Products	29,141			203,260		737,908		970,309	65.3%
Manitou Forest Products					25,000			25,000	1.7%
Rentech (True North)	41,000			43,000				84,000	5.7%
Total	117,889	-	-	579,307	50,000	737,908	-	1,485,104	100.0%
Surplus (Defecit)	1,465	8,881	3,764	6,178	14,936	-	3,737	38,961	



# Current Consumption and Harvest Rights

<b>Consumption Rights</b>	<b>Annual Volume m3</b>	<b>%</b>
Norbord (Barwick)	380,795	25.6%
Nickel Lake Lumber	25,000	1.7%
Resolute FP Canada	970,309	65.3%
Manitou Forest Products	25,000	1.7%
Rentech (True North)	84,000	5.7%
<b>TOTAL</b>	<b>1,485,104</b>	<b>100.0%</b>
<b>Harvest Rights</b>	<b>Annual Volume m3</b>	<b>%</b>
Resolute FP Canada	850,912	52.3%
OPERATOR GROUP: FLANDERS	218,405	13.4%
OPERATOR GROUP: FORT FRANCES	314,217	19.3%
Rainy Lake Tribal	244,130	15.0%
<b>TOTAL</b>	<b>1,627,664</b>	<b>100.0%</b>

# Independent Operators: Flanders

	3 YEAR COMMITMENTS			ANNUAL COMMITMENTS		
	Conifer	HDWD	TOTAL	Conifer	HDWD	TOTAL
<b>OPERATOR GROUP: FLANDERS</b>						
<i>1555388 ONT: Don Brown</i>	17,419	38,379	55,798	5,806	12,793	18,599
<i>Clifford Cunningham</i>	18,290	42,019	60,309	6,097	14,006	20,103
<i>James Hartnell</i>	6,097	15,154	21,251	2,032	5,051	7,084
<i>LCB Logging</i>	17,419	38,379	55,798	5,806	12,793	18,599
<i>Leon Degagne</i>	74,903	165,031	239,934	24,968	55,010	79,978
<i>Melvin Williamson</i>	21,774	47,974	69,748	7,258	15,991	23,249
<i>Murko Logging</i>	17,419	38,379	55,798	5,806	12,793	18,599
<i>Seine River Tourist and Timber</i>	23,516	51,812	75,328	7,839	17,271	25,109
<i>Marvin Strom</i>	6,097	15,154	21,251	2,032	5,051	7,084
	202,934	452,281	655,215	67,645	150,760	218,405

# Independent Operators: Fort Frances

<b>OPERATOR GROUP: FORT FRANCES</b>						
<i>1555388 ONT: Don Brown</i>						3,806
<i>'528600 Ontario Derden FP</i>						68,767
<i>AMC Contractors *</i>						6,205
<i>Steven Advent</i>						3,806
<i>Big Timber Ltd.</i>						42,572
<i>Brad Brown</i>						7,612
<i>B&amp;D Robinson Contracting Ltd.</i>						14,777
<i>Friesen Brothers</i>						7,612
<i>Wesley Friesen</i>						11,419
<i>Carl Galusha</i>						14,777
<i>Darrell Hansen</i>						3,806
<i>Jeffresy Hansen</i>						3,806
<i>Myron Huber</i>						7,612
<i>LaVallee Timber Ltd</i>						27,795
<i>James Lundgren</i>						3,806
<i>Manitou Forest Products</i>						14,617
<i>Naicatchewenin Dev. Corp</i>						19,031
<i>Nickel Lake Lumber</i>						12,442
<i>Croswell Contracting Ltd</i>						15,225
<i>Patrick Steele</i>						13,306
<i>1103458 Ontario : Sharp Group</i>						7,612
<i>Gordon Williams</i>						3,806
						314,217

# Overlapping Licence Agreements

1. Need to define an Overlapping Licence Agreement the needs of both Independent Operators recognized in Schedule F of the Sustainable Forest Licence and NEWCO.
2. Working Group is looking at making this process more efficient and effective.

# Crossroute/Sapawe Forest

## Advantages

1. Economies of Scale: Large AAC
2. Harvest rights seem to be aligned.
3. No significant liabilities from a dormant forest condition
4. Significant synergies with amalgamation.
5. Existing SFL holder, and Forest Industry are willing.
6. Significant First Nation Capacity and expertise
7. Communities wish to be actively involved.
8. Participants are in close proximity to each other.
9. No major Independent Audit issues.

## Challenges

1. Large diverse group of participants.
2. Broad range of capacities between the players.
3. FMP planning and amalgamation requires deadlines to be met.
4. Overlapping Licence Agreements

## Next Steps

1. Working Group to take feedback from this meeting and adapt CBA as required.
2. Submit Conceptual Business Arrangement to Forestry Futures Trust Committee.
3. If CBA approved, Working Group begins to populate a draft Shareholder Agreement based on the principles defined in the CBA.
4. Next Working Group meetings:
  - a) Wed May 23, 2018 Atikokan
  - b) Thurs June 14, 2018, Fort Frances

# Keys to Success

1. Respectful open process.
2. Recognize that you are not negotiating with the Government; No political influence.
3. Are you participating in the process to succeed or fail?
4. The true goal is relationship building: these parties are going to be your partners in a business corporation.
5. Continuity of Working Group participants is critical.
6. We need good capacity building within the Working Group .
7. Meeting frequency: no longer than every 2-3 weeks; it will take 25-30 meetings to complete..
8. Key Lead players in some of the organizations: Not all of you will be represented on the Working Group.
9. OMNR role is to provide technical support as required.
10. Consistent, accurate feedback to Main Group participants and OMNR.



**RAINY RIVER FUTURE  
DEVELOPMENT CORPORATION**  
A Community Futures Development Corporation

31-Mar-18

Invoice # 004-03-2018

# INVOICE



**To:** Town of Fort Frances  
Attn: Doug Brown

**From:** Rainy River Future Development Corporation

**For:** Fort Frances Economic Development  
For the period of January 1, 2018 to March 31, 2018

**Amount:** \$19,865.35

**Description:**

Forest Industry Re-Positioning	\$7,572.16
Mining Supply and Services	\$4,009.57
Tourism Product Development	\$24,713.23
Existing SME Support	\$3,257.50
Enhanced Services Economic Development	\$4,886.64
Economic Development Intern	\$9,686.59

**Total Expenses** \$54,125.69

**Less Grants and Contributions Jan 1/18 to Mar 31/18** -\$34,260.34

**AMOUNT DUE** \$19,865.35

Any questions, please give us a call.  
Thank you!

**Due Upon Receipt**







Ontario Provincial Police  
Geographic Information Services - CTSB  
777 Memorial Avenue  
Orillia, Ontario  
L3V 7V3  
705-329-7605  
705-329-6076 (fax)



June 15, 2018

Attn: Mayor and Town Council  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, Ontario P9A 3P9  
Tel: 807-274-5323

Dear Mayor and Town Council:

The Ontario Provincial Police (OPP) has several communication centres across the province that is the initial point of contact for 911 and 888 calls for people that require police assistance. These centres use a Computer Aided Dispatching (CAD) system that relies on mapping to verify the locations of where people are to deploy resources in a timely manner.

The OPP maintains a provincial street centerline mapping layer for CAD that is a compilation of provincial, municipal and private data sources. We continue to pursue data source partners to ensure that our street centerline has the most accurate, up-to-date addressing available. The Town of Fort Frances has a street centerline mapping layer available at a cost of \$291.50 + HST. We are respectfully requesting that these fees be waived so we can provide the residences of the Town of Fort Frances the best mapping data available for their public safety.

For your review and consideration.


**Respectfully Submitted,**  
Mike White – OPP GIS Team Leader  
OPP Geographic Information Services  
RMS/GIS Application Support – CTSB  
OPP General Headquarters

18 June 2018

Att: Mayor and Council

Over the past few years the detachment has been increasing the use of mapping technology for things like monitoring the location of our cruisers, assigning investigations, dispatching, crime mapping and even executing search warrants. The inclusion of the street centerline data for the Town of Fort Frances will improve public safety and efficiencies.

I am requesting council approve the OPP Geographic Information Services request. Respectfully,

  
Inspector Nathan Schmidt  
Rainy River District Detachment



To whom it may concern,

We are currently looking at constructing a building to manufacture our precast products on 1530 Kings Hwy. One of the utilities that we require is town water services. We received quotations for installation of water by directional drilling and the final price is 20,086.67 (this does not include installation of sewer). The price has come in much higher than we anticipated. We would like to proceed with this installation but due to budget constraints with construction we are asking council if they would agree upon making equal payments for the installation of water over (40 months) without any incurred interest charges. As many of you are aware we have outgrown our current location and look forward to adding increased manufacturing space for our business, but it must make sense financially to expand.

Thank You,

Rob Belluz

President

Belluz Concrete and Rentals Ltd.

TOWN OF FORT FRANCES

BY-LAW NO. XX/XX

(Being a by-law to provide for traffic controls and parking restrictions during the Mill Road Bridge/Overpass Rehabilitation & 2018 Road Reconstruction Watermain & Sewer Replacement. (Contract 18-OF-03), the Municipal Act, R.S.O. 2001, the Highway Traffic Act, R.S.O. 1990).

WHEREAS on May 14<sup>th</sup>, 2018, Council awarded a tender for the Mill Road Bridge/Overpass Rehabilitation & 2018 Road Reconstruction Watermain & Sewer Replacement. (Contract 18-OF-03)

AND WHEREAS on June 18<sup>th</sup>, 2018 the Planning & Development Executive Committee recommended that Council approve a temporary traffic and parking control by-law

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

1. That, in addition to the provisions of Town of Fort Frances By-Law No. 21/14, the Traffic Control By-Law, the interim traffic controls and parking restrictions be in effect as follows:

TRAFFIC CONTROLS & PARKING RESTRICTIONS ALL STAGES OF PROJECT

1) SIGNAL-LIGHT TRAFFIC CONTROL SYSTEM

NO. INTERSECTION

1. Highway 11 East & Eighth Street East.
2. Colonization Road East & Fifth Street East.

The restrictions imposed by the signal-light traffic control system on specified streets in this section are the same as imposed in Section 5.16, 5.16.1, 5.16.2 of Town of Fort Frances By-Law No. 21/14 and as if included in Schedule “R” (Signal-Light Traffic Control Systems) under said By-Law No. 21/14.

2. If it is determined to be in the public interest to impose, in addition to the specific controls and restrictions included in Section 1. above, certain additional restrictions in the form of traffic controls and/or parking restrictions on a temporary basis along said alternative traffic routes, then the installation of all such signs or traffic control devices is hereby authorized and said signs or traffic control devices so installed under authority of this section shall be enforceable in similar manner as though they were installed under authority of Town of Fort Frances By-Law No. 21/14, the Traffic Control By-Law.
3. The provisions of this by-law shall be in force and effect only during the Mill Road Bridge/Overpass Rehabilitation & 2018 Road Reconstruction Watermain & Sewer Replacement. (Contract 18-OF-03).

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 25<sup>th</sup> day of June 2018.

\_\_\_\_\_  
R. Avis, MAYOR

\_\_\_\_\_  
E. Slomke, CLERK

**TOWN OF FORT FRANCES**

**BY-LAW NO. 40~18**

(Being a by-law to authorize the entering into of a certain lease agreement at the Fort Frances Municipal Airport)

WHEREAS on June 11, 2018, Council authorized the entering into of a certain hangar lot lease agreement at the Fort Frances Municipal Airport.

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

1. That the following lease agreement in the form attached hereto as a schedule to this by-law be approved for the Mayor and Clerk to sign and fix the Corporate Seal thereto:
  - a) Shane Armstrong, for the 5-year term April 1, 2018 to March 31, 2023, being Schedule "A",

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 25<sup>th</sup> day of June 2018.

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

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

**From:** AMO Communications  
**To:** [Lisa Slomke](#)  
**Subject:** New Government - Next Steps: a message from AMO President Lynn Dollin  
**Date:** Friday, June 8, 2018 9:21:29 AM

---

June 8, 2018

### **New Government – Next Steps**

Dear Member:

Yesterday, Ontarians elected the Progressive Conservative Party to govern the province. AMO congratulates Premier designate Doug Ford and all members of the next provincial parliament. In the coming days, a new cabinet will be appointed.

AMO thanks all candidates in the provincial election including those MPPs who will not be returning to the legislature. We honour everyone's commitment to public service.

AMO looks forward to working with the new government in Queens Park. Our attention now turns to ensuring the new premier and his team understand the priorities, goals and concerns of Ontario municipal governments.

Our Memorandum of Understanding with Ontario, first established by the Harris government in December 2001 will be an important building block for the government and us. We are well positioned to help it make decisions that are fully informed by the aspirations of municipal governments and the challenges you face in building a prosperous, sustainable and inclusive province.

The 2018 AMO conference in August will provide an important and early opportunity to hear directly from the new Premier and the leaders of the other parties. The Ministers' Forum, a conference feature for 30 years, will provide an opportunity to get to know the new cabinet.

AMO's remarkable record of positive influence is founded in its nonpartisan, honest and practical advocacy, and a strong and unified voice for the sector. AMO will work in partnership with the new government where objectives are shared, fight for the collective interests of our members, and continue to advocate good public policy.

On behalf of AMO, thank you to our membership for your help in promoting those matters of concern to municipal government. We have raised the understanding of the public through the election period and we will continue to do so. I encourage you to watch for all of our communication pushouts – information is value.

We will keep members informed as the transition process at Queen's Park unfolds. In the meantime, if you have not registered for the AMO conference in Ottawa, now is a good time to decide to attend.

<http://www.amo.on.ca/Events/AMOCConference>. The program is robust with excellent speakers on current topics including Nik Nanos who will be presenting polling information related to the municipal election in the fall. See you in Ottawa.

Sincerely,

Lynn Dollin, AMO President

---

**DISCLAIMER:** Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.



Ministry of Natural  
Resources and Forestry

Biodiversity and Monitoring  
Section

Northwest Biodiversity and  
Monitoring Unit  
808 Robertson Street  
Kenora ON P9N 3X9  
Tel.: 807 468-2609  
Fax.: 807 468-2736

Ministère des Richesses  
naturelles et des Forêts

Section de la biodiversité et de la  
surveillance

Unité de la biodiversité et de la surveillance,  
région du Nord-Ouest  
808 Robertson Street  
Kenora ON P9N 3X9  
Tél.: 807 468-2609  
Télééc.: 807 468-2736



May 28, 2018

Dear Stakeholder

**SUBJECT: Rainy River Fish Community Assessment**

From June 20<sup>th</sup> to August 31<sup>st</sup> 2018, Ministry of Natural Resources and Forestry (MNRF) science staff will be conducting netting operations in Canadian and US waters of Rainy River from Fort Frances to the confluence with Lake of the Woods. Nets are checked and moved to a new location daily. All nets will be clearly marked with orange MNRF buoys. Please do not lift the nets or buoys, and avoid recreational activities between and around the buoys.

The purpose of this program is to assess the Rainy River fish community using a standard index netting protocol and to investigate different sampling techniques (drift nets) for large rivers.

If you have any questions about this program, please contact:

Mike Friday - Aquatic Assessment Biologist  
P: (807) 939 – 2501  
Mike.Friday@ontario.ca

Yours truly,

Shelagh Duckett  
Co-ordinator  
Northwest Biodiversity and Monitoring Unit

Attach.



# Rainy River Fish Community Assessment

Mike Friday

Ontario Ministry of Natural Resources and Forestry, Biodiversity and Monitoring Section

Mike.Friday@Ontario.ca

Tim Haxton

Ontario Ministry of Natural Resources and Forestry, Aquatic Research and Monitoring Section

Tim.Haxton@Ontario.ca

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## Purpose

Quantitatively assess the riverine fish community including juvenile and adult lake sturgeon using a standard index netting protocol (Haxton et al. 2014). Refine and develop biodiversity sampling techniques (presence absence) for large rivers by testing gear including drift nets and small mesh gill nets. Test the use of sidescan imaging to enumerate adult lake sturgeon. Collect bathymetry information for mapping and habitat assessments.

## Gill Netting

The fish community will be assessed using a standardized index netting protocol (Haxton et al 2014) from mid-June until the end of September. In general, eight netting nights will be expended at each of the 5 reaches (25km in length). Three large mesh nets (monofilament gillnets incorporating panels of 38, 51, 64, 76, 89, 102, 114 and 127 mm stretched mesh sewn together in random order, 1.8 m deep, with a total length of 24.8 m (i.e. North American gillnets), three extra-large mesh nets (multifilament gillnet incorporating panels of 204, 230, 255 and 306 mm stretched mesh sewn together in random order, 2.13 m deep, with a total length of 24.8 m) and one small mesh (monofilament gillnets incorporating panels of 13, 19, 25, 32, and 38 mm stretched mesh sewn together in random order, 1.8 m deep, with a total length of 24.8 m) were set each night. Nets will be set perpendicular to the shore where flows permit, or angular (e.g. 45°) where flows are deemed substantial enough to impede the effectiveness of a perpendicular set. Nets will be fished for 22 h (minimum 18 h, maximum 26 h). We hope to set 102 large and extra-large nets and 34 small mesh nets over the entire river length (21L, 21XL and 7 Small per 25 km reach).

Netting sites will be selected by creating a grid (block size 250m) based on the size of the river of the river and randomly selecting a block using Arc GIS. There are no depth restrictions within the study (i.e., the design was not depth stratified) and therefore a variety of depths are represented through random selection. Net placement will not be within 250 m of each other. Netting sites will be re-used if site selection is limited within the river and the block had been randomly reselected, however, they will not be re-used within a 48 hour period.

Fish will be sampled following the Manual of Instructions for Broad-scale Fish Community Monitoring using large and small mesh gillnets (Sandstrom et al 2010). Lake sturgeon will be extricated from gillnets, sampled and released. Measurements include fork length and total length (to the nearest mm), and weight (nearest 10 g). A purple disc tag, with ONT MNR (five digits) will be applied to the mid base of the dorsal fin. A section of the leading pectoral ray will be removed for aging (approximately a 1 cm section extracted approximately 2 mm from the articulation using a 24/1 tooth hacksaw). Age structures will be prepped and aged at the Northwest Biodiversity and Monitoring Ageing Lab in Dryden ON. Genetics samples from lake sturgeon, northern pike and walleye will be collected and preserved in 70% ethanol. All samples will be preserved together in one vial (batch). Samples will be analyzed by OMNRF staff at the provincial genetics laboratory at Trent University.

### **Drift Netting**

Drift netting for larval fish will take place from mid to late June. We will use stainless steel, D-frame drift nets that measure 0.76 m across the base, 0.53 m high and had a 3.6 m tapered mesh bag that terminates at collection container with filtering holes covered by 1000 µm mesh. Nets will be fished for 22 h (minimum 18 h, maximum 26 h).

Drift nets are held in place by attaching a 4.5 kg fishing anchor to the bridle of each frame. To sample the catch, the cod end is lifted from the water and the collection container is detached and rinsed in a shallow white pan for examination. All fish species will be identified on site (if possible), counted and measured. Dead specimens or those which cannot be identified in the field will be placed in vials and preserved in 70% ethanol. Live lake sturgeon will be counted and measured and released downstream.

### **Bathymetry**

Bathymetry data will be collected for the portion of the river that is safely accessible from the dam at Fort Frances to the confluence with Lake of the Woods. Bathymetry data will be collected for each 25 km reach on the first field day (once the gill nets have been set) and continually throughout the 8 days on the water. The tracks will be saved to an SD card daily, and data will be analysed by MNRF staff with the biodiversity and Monitoring section.

### **Testing Sidescan Imaging**

We are still in the process of working out the approach to take regarding sturgeon enumeration with sidescan. We will continue to field test our Humminbird Helix 9 (455 KHz) on the Kaministiquia River in Thunder Bay and test this unit further on the Rainy River in early September.

## **Water Temperature**

Logged hourly using a HOBO data logger commencing May 9, 2018 at landowner (Reid Road off HWY 11, Ontario).

## **References:**

Haxton, T.J., M. Friday, T. Cano and C. Hendry. 2014. Evaluation of a netting protocol to quantitatively assess lake sturgeon in Ontario rivers. Ontario Ministry of Natural Resources, Peterborough Ontario.

Sandstrom, S, M. Rawson and N. Lester. 2010. Manual of instructions for Broad-scale Fish Community Monitoring: using Large Mesh Gillnets and Small Mesh gillnets. Ontario Ministry of Natural Resources. Peterborough, Ontario. Version 2010.2 34 p. + appendices.



# The Corporation of The Town of Amherstburg

June 18, 2018

VIA EMAIL

Ms. Lynn Dollin, President  
Association of Municipalities of Ontario  
200 University Ave., Suite 801  
Toronto, ON M5H-3C6  
Email: [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca)

**RE: Resolution – Cannabis Grace Period Request**

Dear: Ms. Lynn Dollin,

At its meeting of June 11<sup>th</sup>, 2018, Amherstburg Town Council passed the following resolution:

***“That a letter BE SENT in support of the City of Quinte West’s resolution regarding their request that a 6 month grace period be enacted once the cannabis legislation passes to ensure that municipal law enforcement officers and the OPP are adequately trained to enforce the legislation.”***

Sincerely,

Tammy Fowkes - Deputy Clerk, Town of Amherstburg

cc: Taras Natyshak – MPP, Essex  
Tracey Ramsey – MP, Essex  
Ontario Municipalities

encl: City of Quinte West Resolution re: Cannabis Grace Period Request



## CITY OF QUINTE WEST

*Office of the Mayor  
Jim Harrison*



**P.O. Box 490  
Trenton, Ontario, K8V 5R6**

**TEL: (613) 392-2841  
FAX: (613) 392-5608**

May 28, 2018

Ms. Lynn Dollin, President  
Association of Municipalities of Ontario  
200 University Ave, Suite 801  
Toronto, ON M5H 3C6

### **RE: Resolution – Cannabis Grace Period Request**

Dear: Ms. Lynn Dollin,

This letter will serve to advise that at a meeting of City of Quinte West Council held on May 22, 2018 Council passed the following resolution:

"That the Council of the City of Quinte West requests that once the cannabis legislation is passed that a six month grace period be enacted to ensure that municipal law enforcement officers and the Ontario Provincial Police are adequately trained to enforce the said legislation;

And further that this resolution be circulated to the local MP, MPP, AMO, and other municipalities. **Carried**"

We trust that you will give favourable consideration to this request.

Sincerely,

CITY OF QUINTE WEST

A handwritten signature in black ink that reads "Jim Harrison".

Jim Harrison  
Mayor

cc: MP Neil Ellis, Bay of Quinte  
cc: MPP Lou Rinaldi, Northumberland-Quinte West



Fort Frances District Office  
922 Scott Street  
Fort Frances, Ontario  
P9A 1J4



Ministry of Natural  
Resources and Forestry

Ministère des Richesses  
naturelles et des Forêts

Tel: (807)274-5337  
Fax: (807)274-4438

June 18<sup>th</sup>, 2018

## INSPECTION of APPROVED AERIAL HERBICIDE SPRAYING CROSSROUTE FOREST

The Ontario **Ministry of Natural Resources and Forestry (MNRF)** invites you to inspect the MNRF-approved aerial herbicide spray project. As part of our ongoing efforts to regenerate and protect Ontario's forests, selected stands on the **Crossroute** Forest (see map) will be sprayed with herbicide to control competing vegetation, starting on or about: **August 1<sup>st</sup>, 2018**. The herbicide **Weed-Master**, registration # **29009** will be used.

The approved project description and project plan for the aerial herbicide project is available for public inspection at the Resolute Forest Product website and on the MNRF public website at [ontario.ca/forestplans](http://ontario.ca/forestplans) beginning **June 30<sup>th</sup>, 2018 until March 31<sup>st</sup>, 2019** when the annual work schedule expires. Ontario Government Information Centres at Atikokan and Fort Frances provide access to the internet.

Interested and affected persons and organizations can arrange an appointment with MNRF staff at the MNRF District or Area office to discuss the aerial herbicide project.

For more information, please contact:

John Lawson  
Resolute Forest Products  
2001 Neebing Avenue  
Thunder Bay, ON  
P7E 6S3  
807-475-7706

Philip Cooze  
Ministry of Natural Resources & Forestry  
922 Scott St.,  
Fort Frances, ON  
P9A 1J4  
807-274-8639

Renee Perry  
Ministry of Natural Resources & Forestry  
108 Saturn Ave.  
Atikokan, ON  
P0T 1C0  
807-597-5010

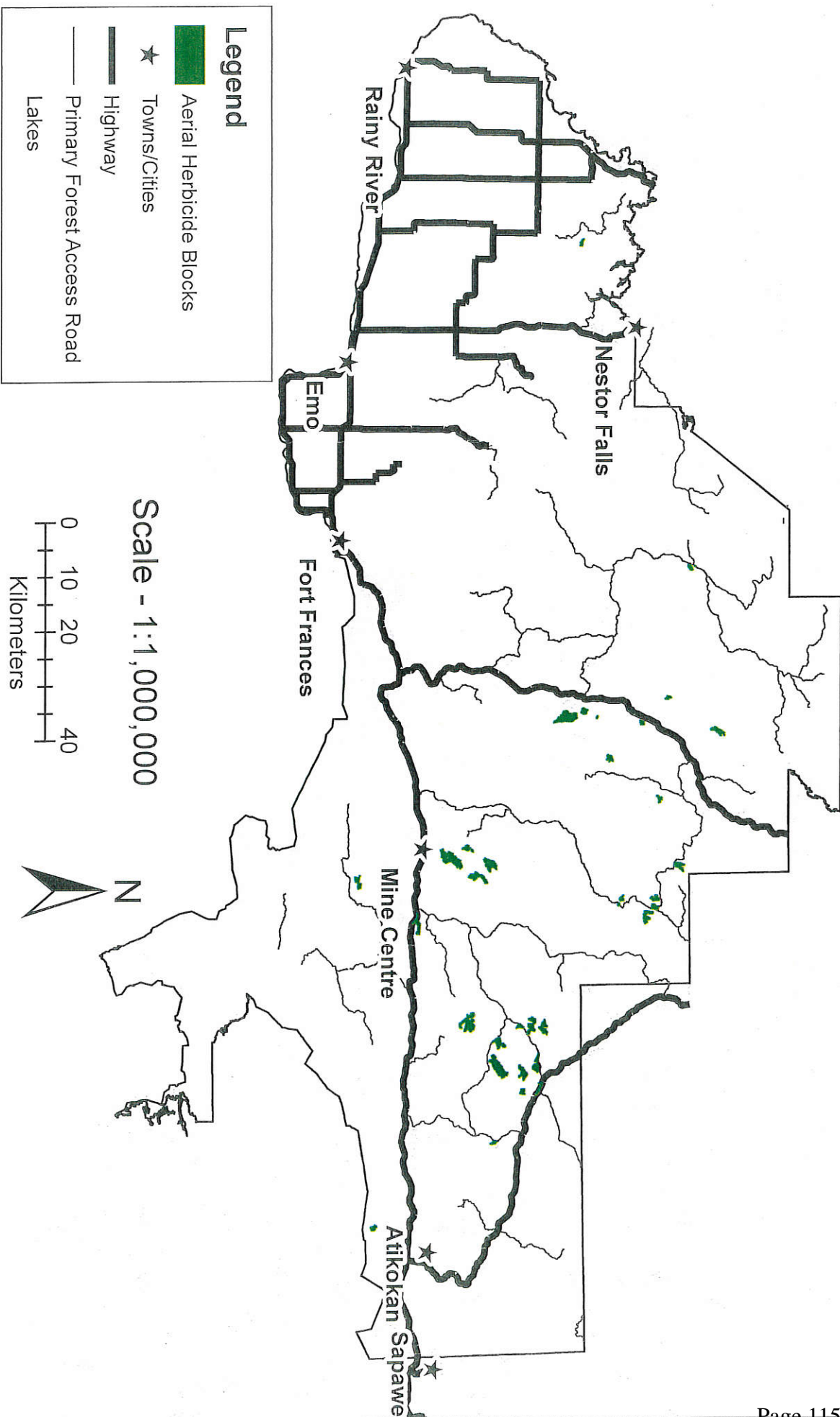
or call toll free: 1-800-667-1940 and ask to be forwarded to one of the contacts above.

Greg Chapman  
District Manager  
Fort Frances District  
Telephone: 807-274-8633  
Fax: 807-274-4438

Office Hours 8:30 – 4:30 Monday to Friday  
Closed 12:00 – 1:00

*"Your comments regarding our services are welcome at anytime"*

# 2018/2019 Aerial Herbicide Spray Program for the Crossroute Forest



TOWN OF FORT FRANCESMINUTESSESSION NO. # 71June 5, 2018

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on June 5, 2018 from 11:56 a.m. p.m. to 12:30 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, D. Galusha, Deputy Treasurer, T. Moffitt, Fire Chief/ CEMC (11:56 a.m. to 12:25 p.m.), J. Forbes, Human Resources Coordinator, K. Lawson, Secretary, T. Thoms, B93.1 The Border, T. Enge and K. Kirk, Fort Frances Minor Hockey Association (11:56 a.m. to 12:10 p.m.).

REGRETS:

1. **Call to Order 11:56 a.m.**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting. - None identified**
3. **Disclosure of pecuniary interest and the general nature thereof - none identified**
4. **Approval of Previous Committee Minutes**

4.1 Session No. 70 dated May 22, 2018.

Ryan-Brunetta: Approved as presented.

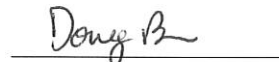
CARRIED

5. **In-Camera - none identified.**
6. **Items Referred from Council**
  - 6.1 Forgiveness Request from Fort Frances Minor Hockey Association.
    - Travis Enge, Treasurer and Kim Kirk, Registrar, Fort Frances Minor Hockey Board representatives were in attendance (11:56 a.m. to 12:10 p.m.).
    - committee recommended that any further interest charges be ceased on the \$1,632.43 owing from the Fort Frances Minor Hockey Association, with an expected payment in full in August.
  - 6.2 Fort Frances Legion Branch #29 - Ladies Auxiliary donation request.
    - committee recommended approval of a donation in the amount of \$250.00 for the 2019 Biennial Provincial Convention being hosted by the Fort Frances Legion Branch #29 Ladies Auxiliary.
7. **New Business**
  - 7.1 Proposed Draft Emergency Management Plan By-Law.
    - committee recommended approval of the proposed Draft Emergency Management Plan By-Law report and further recommended that an authorizing by-law be prepared for Council approval.
  - 7.2 Proposed Draft Emergency Management Program By-Law.
    - committee recommended approval of the proposed Draft Emergency Management Program By-Law report and further recommended that an authorizing by-law be prepared for Council approval.



- 7.3 2018 BIA Budget and Tax Rates.  
- committee recommended approval of the 2018 BIA Budget and further recommended that an authorizing by-law setting the 2018 tax rates, levy and collection be prepared for Council approval at the June 11th, 2018 regular meeting of Council.
- 7.4 Establishing a Council Remuneration & Benefits Review Committee.  
- committee recommended: 1) THAT a Council Remuneration & Benefits Review Committee be formed; 2) THAT Administrative support staff include the HR Coordinator, the Treasurer and CAO; and 3) THAT the Terms of Reference be approved as outlined in the report.
8. **Non-agenda Items - none identified**
9. **Adjourn 12:30 p.m. / Next Meeting Date - June 19, 2018**

  
Executive Committee Chair

  
D. Brown, CAO

TOWN OF FORT FRANCESMINUTESSESSION NO. #062June 4, 2018

This meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Memorial Sports Centre - '52 Canadians Meeting Room on June 4, 2018 from 10:30 a.m. to 11:12 a.m.

PRESENT: Wendy Brunetta - Chairperson, John Albanese - Councillor, Doug Brown - CAO, Jason Kabel - Community Services Division Manager

**1 CALL TO ORDER (Session #062)**

The meeting was called to order by W. Brunetta, chairperson at 10:39 a.m.

**2 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF**

- NIL

**3 APPROVAL OF AGENDA (Call for non-agenda items)**

- Pepsico Agreement added to the agenda as item 7.1.

**4 APPROVAL OF PREVIOUS COMMITTEE MINUTES**

4.1 Community Services Executive Committee - May 22, 2018 **- Approved as circulated.**

**5 ITEMS REFERRED FROM COUNCIL**

5.1 E-mail dated May 10, 2018 from L. Bell, 1st Vice President, Br#29 Ladies Auxiliary re: Donation Request  
(referred to Administration & Finance with input from Community Services)- The Committee is willing to donate up to \$250 to the RCL Branch #29 Ladies Auxiliary MSC rental donation request, as Council has done for some similar requests in the past.

**6 NEW BUSINESS**

6.1 Memorial Sports Centre Shutdown - Customer Concerns - The Community Services Executive Committee recommends to Mayor & Council to authorize the extension of memberships up to 3 weeks upon request for those patrons who have concerns with the interruption of membership services during the 3-week maintenance shutdown in the fitness area at Memorial Sports Centre.

**7 NON-AGENDA ITEMS**

7.1 Pepsico Agreement at Memorial Sports Centre - the Committee recommends to authorize a new 3 year contract with Pepsico Beverages Canada at the Memorial Sports Centre and further authorize Mayor and Clerk to execute the digital Docusign agreement as required.

**8 INFORMATION**

8.1 Next Meeting Date - June 18, 2018 - Fort Frances Seniors Centre

**9 ADJOURNMENT**

There being no further matters before the committee at this time, the meeting was closed by W. Brunetta at 11:12 a.m.

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W. Brunetta, Executive Committee Chair

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J. Kabel, Community Services Division Manager

TOWN OF FORT FRANCESMINUTESSESSION NO. #43May 7, 2018

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre - Committee Room on May 7, 2018 from 8:00 a.m. to 9:20 a.m.

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

ALSO PRESENT: D. Brown, CAO, L. Slomke, Clerk, T. Dennis, CBO/Planner, P. Briere, Secretary.

**1. Call to Order - 0800am**

Session #43

**2. Disclosure of pecuniary interest and the general nature thereof**

None.

**3. Approval of Previous Committee Minutes**

- 3.1 Approval of April 2nd, 2018 meeting minutes.  
- Approved as presented.

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

Councillor Kitowski - In-Camera Item - Potential Disposition or Acquisition of Land - Update on Front Street Property.

Councillor Kitowski - In-Camera - Potential Disposition or Acquisition of Land - Update on 5th St. W. Property.

Councillor Albanese - Non-Agenda Item - Belluz Concrete & Rentals - Walker Avenue Property.

**5. In-Camera**

- 5.1 Potential Disposition or Acquisition of Land - Update on Front Street Property.  
- A brief update was provided in regards to this matter.

Albanese-Caul: A proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically item 5.1 - Potential Disposition or Acquisition of Land - Update on Front Street Property and item 5.2 - Potential Disposition or Acquisition of Land - Update on Fifth Street West Property.

CARRIED

- 5.2 Potential Disposition or Acquisition of Land - Update on Fifth Street West Property.  
- A brief update was provided on this matter and the Committee discussed what options are available with how to deal with the sand being stock piled.

**6. Items Referred from Council**

- 6.1 Request from EDAC - Sewer and Water Rates - Report 4.  
- After a lengthy discussion on this item, the Planning & Development Executive Committee is recommending that Council approve the report as presented and direct Administration to amend the application form as necessary to include the Sewer & Water option on it and to promote the program and new changes through the media.

**7. New Business**

- 7.1 Amendment to User Fee By-Law.

- A discussion was had on this item, the Planning & Development Executive Committee is recommending that Council approve the report as presented and direct that an amendment by-law be prepared for signing by Mayor & Clerk.

**8. Outstanding Items**

- 8.1

Request Letter from Mr. G. Durbin - Use of an Existing Road Allowance for a Driveway.

- After a lengthy discussion on this item, the Planning and Development Executive Committee is recommending that Council approve the report as presented and not allow a private entrance.
- 8.2

Request letter from S & T Hamilton.

A lengthy discussion was had on this item. The Planning & Development Executive Committee is directing Administration to gather more information by conducting a public consultation with the property owners in the area of the proposed development as well as having further discussions with the Hamilton's as to potential options available to them and the associated costs.

**9. Information**

- 9.1

Correspondence dated April 9, 2018 from the Township of Baldwin to Members of Parliament, House of Commons re: Cancellation of Bill C71.

- This item was briefly discussed and determined that it is not a matter for this Committee to discuss. The Planning & Development Executive Committee is recommending that Council refer this item to the Police Service Board for their input.

**10. Non-agenda Items**

- 10.1

Belluz Concrete & Rentals - Walker Avenue Property.

- A discussion was had in regards to the overall condition of the property. By-Law Enforcement is actively monitoring this property on a regular basis, as there has been previous concerns brought forward. By-Law Enforcement will register the concerns brought forward today through the Town's Complaint Process and follow the Property Standards process, if deemed necessary.

**11. Adjourn / Next Meeting Date - 0920am**  
Tuesday May 22nd, 2018.

\_\_\_\_\_  
Executive Committee Chair

\_\_\_\_\_  
Secretary, Planning & Development Executive Committee

TOWN OF FORT FRANCESMINUTESSESSION NO. # 1March 15, 2018

The meeting of Fort Frances Municipal Non-Profit Housing Corporation of the Town of Fort Frances was held in the Committee Room, Civic Centre on March 15, 2018 from 12:15 p.m. to 12:55 p.m.

PRESENT: C. Mallory, Chair, G. McBride, A. Hallikas, L. Slomke, K. Lawson and D. Brown

ALSO PRESENT: F. Sinninghe, Financial Analyst, S. Weir, Integrated Services Manager (Housing), Rainy River District Social Services Administration Board, C. Tan, Town of Fort Frances Asset Management Plan Coordinator

REGRETS: Councillor W. Brunetta, Councillor D. Kitowski

**1. Call to Order 12:15 p.m.**

**2. Non-agenda Committee items which because of urgency cannot be deferred to a subsequent meeting, identified to be considered later in the meeting.**

2.1 C. Tan, Asset Management Coordinator - request respecting building assets review.

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

**4. ADOPTION OF AGENDA**

4.1 March 15, 2018 Agenda as distributed.

01/18 Hallikas-Slomke: THAT the March 15, 2018 Meeting Agenda as prepared as approved with the addition of non-agenda items.

CARRIED

**5. Approval of Previous Minutes**

5.1 Session No. 4 - Annual General Meeting date December 14, 2017.

02/18 Slomke-Hallikas: THAT the minutes of the Annual General Meeting dated December 4th, 2017 be approved as distributed.

CARRIED

**6. In-Camera - none identified**

**7. New Business**

7.1 Prior Year 4th Quarter Financial Statements.  
Financial Statements for the months ending December 31st, 2017.

03/18 Hallikas-Slomke: THAT the financial statements for the months ending December 31, 2017 be approved as presented by Rainy River District Social Services Administration Board.

CARRIED

7.2 Current Year Capital Forecast.  
- materials were received as presented.

04/18 Slomke-Hallikas: THAT the Fort Frances Municipal Non-Profit Housing Corporation Capital Forecast - Capital Work and Reserves Summary as prepared and presented by Rainy River District Social Services Administration Board be approved.

CARRIED

- 7.3 Current Year Operating Forecast.  
- materials were received as presented.

05/18 Hallikas-Slomke: THAT the Fort Frances Municipal Non-Profit Housing Corporation - Current Year Operating Forecast as prepared and presented by Rainy River District Social Services Administration Board be approved.

CARRIED

- 7.4 Mortgage Renewal (2019) - Background Information as requested at the December 14th, 2017 meeting. (S. Weir will distribute at the meeting).  
- Ms. Weir provided a verbal update.

06/18 Slomke-Hallikas: THAT the Mortgage Renewal (2019) Background Information as prepared and presented by Rainy River District Social Services Administration Board be received.

CARRIED

8. Standing Items

- 8.1 Agenda Template.  
- the agenda template was reviewed by committee.

9. Non-agenda Items

- 9.1 C. Tan, Asset Management Coordinator for the Town was introduced to the Committee. She will work with RRDSSAB over the next couple of weeks to determine data and specific expenses having been attached to the Town owned buildings currently being managed by DSSAB with respect to the tracking of buildings, infrastructure and other physical assets for the purposes of financial accounting.

10. Adjourn / Next Meeting Date - June 14, 2018

The meeting closed *sine die* at 12:55 p.m. with the next regular meeting scheduled for June 14, 2018.

\_\_\_\_\_  
President / Chairperson

\_\_\_\_\_  
Secretary

Richard Boileau -Chair McTaggart	P	Chamber of Commerce Representative Jennifer Soderholm	P
Ed Gackley Flinthouse	P	RRFDC – Geoff Gillon	P
		John Albanese – Town Councilor Town of Fort Frances	P
Scott Krienke-Turvery Ink Spatz Apparel	P	Shelley Wepruk Secretary	A
Marie Therese Metke Pharmsave	A	Duane Cridland – Flint House	A
Doug Cuthbertson Northwoods	P		
Pat Gartshore Gartch's International Pub	P		
Kim Nicholson Emes Financial	P		



## **1.Call to Order , Call for Conflict of Interest, Call for Agenda Additions**

Richard Boileau opened the meeting. The meeting was called to order at 8:02 am. The Agenda and minutes were circulated to the members for review. Members were asked for any agenda additions or conflicts of interest, none were noted. Katy from B93 was our guest at this meeting.

## **2. Approval of Minutes**

### **B.I.A Board of Management Meeting – 14 March 2018**

Copies of the minutes from the 14 March Board of Management Meeting circulated for review and approval. The following motion was made:

**Motion #1 John Albanese/Ed Gackley**

TO accept the minutes presented of 14 March 2018

Also to ratify all motions made on that date.

**No against or abstentions**

**CARRIED**

## **3. Accounts Payable & Financial Report**

**Motion #2 – Kim Nicholson/Ed Gackley**

TO accept the total payable for April in the amount of \$1,987.50

**No against or abstentions**

**CARRIED**

**Board of Management Meeting –11 April 2018**

**Page 1 of 3**



#### **4. New Business**

1. Myron Hawryluk Memorial

#### **5. Additions to Agenda**

None

#### **6. Business Arising from the Minutes**

##### **Finance and Administration Committee**

1. Finances still in black. Kim to complete ASAP. Surplus of 30,000.00 plus.

##### **Promotions Committee**

1. Extravaganza was a success. Follow up ad was required to add missed sponsors.
2. Spring ads are now airing.
3. Mall Day is 28 June, 2018 with a proposed date of 29 June, 2018 in case of rain. Shelley to send letter to town re street closure.

##### **Maintenance Committee**

1. Baskets are still at Hammonds.
2. Blankets are all down. Temporary storage at Flint House.

##### **Chamber of Commerce**

1. AGM will be held on Wednesday, 18 July, 2018
2. Ontario Chamber of Commerce president will be coming.
3. Seminar for Bill 148 was held and well received. More changes coming.
4. Expo planned for 27-28 April, 2018 at the Curling Club.
5. Business Awards are slated for 12 September, 2018

##### **New Committee**

1. Alyssia from “Stylist” is interested in joining our new committee was corrected to read was asked to join our new committee.
2. Ed advises From the Grind up has bands coming for Square for 31 July, 2018

#### **7. Old Business**

1. Market Thursdays & Saturdays – Market to open 17 May, 2018. Advertising required so people know.
2. Rainy Lake Square – Scott to draft Square rules which will be presented and discussed at next meeting. RRFDC to continue to be involved with planning.
3. Social Media – Kim needs assistance with Social Media. She is looking for a helper.
4. Pride Week – Doug Judson contacted Scott regarding Pride Week which is 9-15 July, 2018. We will wait until we have a proper proposal before committing.

### **8. New Business**

1. Geoff Gillon proposed a Myron Hawryluk Memorial be done in the Rainy Lake on 15 July, 2018

**Motion #3 – Scott Krinke Turvey/Doug Cuthbertson**

TO support both From the Grind Up Bands and the Myron Hawryluk Memorial

No against or abstentions

**CARRIED**

2. Richard Boileau handed in his resignation letter to commence May 9, 2018.
3. Doug is having a Connie Tribute with their daughters on 28 April, 2018 in conjunction with the 20<sup>th</sup>. Anniversary of Northwoods.

### **Setting of Next Board Meeting**

**Motion # 4 – Scott Krinke Turvey/John Albanese**

To close the meeting

No against or abstentions

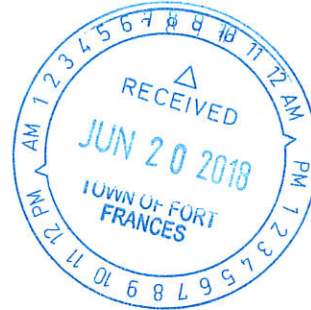
All in agreement – **CARRIED**

The next meeting date will be 9 May 2018 at 8 a.m. at the RRFDC board office above the Credit Union on First Street East.

**PLEASE NOTE THAT ALL MEETINGS WILL NOW BE HELD ON THE SECOND WEDNESDAY OF EACH MONTH AT 8:00 A.M. AT THE RRFDC BOARD ROOM UNLESS OTHERWISE NOTIFIED.**

Meeting closed at 8:35 am.

Richard Boileau -Chair McTaggart's	P	Chamber of Commerce Representative Jennifer Soderholm	P
Ed Gackley Flinthouse	P	RRFDC – Geoff Gillon	P
		John Albanese – Town Councilor Town of Fort Frances	P
Scott Krienke-Turvery Ink Spatz Apparel	A	Shelley Wepruk Secretary	P
Marie Therese Metke Pharmsave	P	Duane Cridland – Flint House	P
Doug Cuthbertson Northwoods	P		
Pat Gartshore Gartch's International Pub	P		
Kim Nicholson Emes Financial	P		



## **1.Call to Order , Call for Conflict of Interest, Call for Agenda Additions**

Richard Boileau opened the meeting. The meeting was called to order at 8:22 am. The Agenda and minutes were circulated to the members for review. Members were asked for any agenda additions or conflicts of interest, none were noted. Katy from B93 was our guest at this meeting.

## **2. Approval of Minutes**

**B.I.A AG.M. Meeting – 8 March 2017**

**B.I.A Board of Management Meeting – 11 April 2018**

Copies of the minutes from the 8 March, 2017 A.G.M. & 11 April, 2018 Board of Management Meeting circulated for review and approval. The following motion was made:

**Motion #1 John Albanese/Pat Gartshore**

TO accept the minutes presented of 8 March 2017 & 11 April, 2018  
Also to ratify all motions made on that date.

**No against or abstentions**

**CARRIED**

## **3. Accounts Payable & Financial Report**

**Motion #2 – Kim Nicholson/John Albanese**

TO accept the total payable for April in the amount of \$265.78

**No against or abstentions**

**CARRIED**

**Board of Management Meeting –9 May 2018**  
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#### **4. New Business**

1. Election of Officers

#### **5. Additions to Agenda**

None

#### **6. Business Arising from the Minutes**

##### **Finance and Administration Committee**

1. Have surplus. New budget discussed and reviewed.

**Motion #3 Ed Gackley/Pat Gartshore**

TO accept the 2018 budget as presented.

Also to ratify all motions made on that date.

**No against or abstentions**

**CARRIED**

##### **Promotions Committee**

1. On radio now. Proposal plan for radio given to us by Katie. Will match our monies. Accepted proposal.
2. No newsprint ads at this time
3. In Discovery magazine again this year.

##### **Maintenance Committee**

1. Stars are going upstairs at Flint House.
2. Flower baskets are coming along.

##### **Chamber of Commerce**

Expo is done, event went good. Considering moving date to further towards fall as there are too many other events going on at that time. They are now working on Quest for the Best and Business Awards.

##### **New Committee**

1. The following is the line-up for the Square.
  1. 17 May – Grand Opening and Entirely Mac
  2. 24 May – Movie Night
  3. 24 June – Relay for Life
  4. 5 July – Myron Hawryluk tribute
  5. 12 July – Ted Debenetti's bank
  6. 31 July – My Son the Hurricane

#### **7. Old Business**

1. Market Thursdays & Saturdays – We will be requesting a list of booking from Sportsplex regarding market. Name of Market to remain the same.
2. Pride Week – Begins 14 July, 2018. Parade will start in International Falls and will walk across the bridge. They will then proceed to Town Hall then downtown where there will be a free barbecue.

### **8. New Business**

1. Meeting with Tanis, John McTaggart, Richard Boileau and Jason Kabel regarding the Crepe Wagon. There has been concern raised about more food vendors setting up in Market area on a daily basis. It was discussed if this would negatively affect the restaurants who are paying rent and taxes. It was decided to take a wait and see approach regarding drop in businesses of restaurants due to her presence.
2. New Market rules were set up.
3. Market will be staffed by Tourist Bureau.
4. Request street closure for 100-300 blocks for 28 June, 2018 for Mall Day.
5. New Board was selected.
  1. Chair – Doug Cuthbertson
  2. Vice Chair – Pat Gartshore
  3. Treasurer – Kim Nicholson
  4. Secretary – Shelley Wepruk
  5. Directors – Ed Gackley, Scott Krienke-Turvey, John Albanese

## **Setting of Next Board Meeting**

### **Motion # 4 – John Albanese**

To close the meeting

No against or abstentions

All in agreement – CARRIED

The next meeting date will be 13 June 2018 at 8 a.m. at the RRFDC board office above the Credit Union on First Street East.

**PLEASE NOTE THAT ALL MEETINGS WILL NOW BE HELD ON THE SECOND WEDNESDAY OF EACH MONTH AT 8:00 A.M. AT THE RRFDC BOARD ROOM UNLESS OTHERWISE NOTIFIED.**

Meeting closed at 9:25 am.