

TOWN OF FORT FRANCES
AGENDA - December 19, 2011

COMMITTEE OF THE WHOLE - (Session No. 41)
5:30 p.m. to 6:12 p.m.

Page

Call to Order

Non-Agenda items which, because of urgency, cannot be deferred to a subsequent meeting, identified to be considered later in this meeting, both in-camera and in open meeting.

Disclosure of pecuniary interest and the general nature thereof.

In-Camera - 5:31 p.m. to 5:40 p.m.

- 4.1 Collective Agreement with CUPE and Management Non-Union Group.
- 4.2 Appointments to Boards and Committees re: Committee of Adjustment.

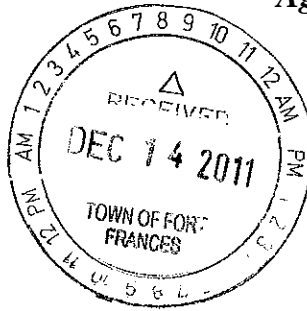
Non-agenda in-camera items

Public Session Resumes in Council Chambers: 5:45 p.m.

Consent Agenda - 5:45 p.m. to 5:50 p.m.

- 7.1 Tender No. 11-OF-14 - Supply of Backhoe Loader and Trade-In of 1994 426-B Backhoe-loader. 3-8
- 7.2 Long Range Financial Plan for Water and Wastewater Systems. 9-43
- 7.3 Safe Communities Rainy River District 2011/2012 Financial Request. 44-72
- 7.4 Mark McCaig, CAO - Purchase Card Expense. 73-78
- 7.5 Northwestern Ontario Sports Hall of Fame and Museum. 79-81
- 7.6 Police Services Board - Financial Request re: 2011 O.P.P. Auction Proceeds. 82-84
- 7.7 2012 Temporary Borrowing to Meet Current Expenditures. 85-86
- 7.8 Invitation to Join the Emergency Services Steering Committee (ESSC). 87-93

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| Administration and Finance Division - 5:50 p.m. to 5:51 p.m. | |
| 8.1 Mayor Roy Avis - Purchase Card Expense. | 94-96 |
| Community Services Division - 5:51 p.m. to 5:58 p.m. | |
| 9.1 Non Budgeted Capital Purchase - Fort Frances Museum. | 97-100 |
| 9.2 Request for Payment from Library Reserve Account. | 101 |
| Planning and Development Division - 5:58 p.m. to 6:05 p.m. | |
| 10.1 Zoning By-Law Amendment #08/98-TT. | 102-112 |
| 10.2 Zoning By-Law Amendment #08/98-UU. | 113-115 |
| Information - | |
| 11.1 Town of Fort Frances General Fund (Operating) and Sewer and Water Fund (Operating) as at November 30, 2011*. | 116-119 |
| 11.2 Town of Fort Frances Capital Fund Budget vs Actual as at November 30, 2011*. | 120-124 |
| 11.3 2011 Tonnage Report at Landfill Site - Updated to December 1, 2011*. | 125 |
| 11.4 2011 Capital Report - Operations and Facilities Division as at November 30, 2011*. | 126-127 |
| 11.5 Town of Fort Frances Operations Statistics July 2011 thru October 2011 as prepared by D. Herr and M. Strachan*. | 128-150 |
| 11.6 Waste Disposal Site Monthly Inspection Form - September 2011 and October/November 2011*. | 151-154 |
| 11.7 Administration and Finance Department Stats for the period ending November 30, 2011*. | 155-156 |
| 11.8 Building Department - Statistics Canada Report for the period November 1, 2011 to November 30, 2011. | 157-159 |
| 11.9 Fort Frances Airport – Aircraft Landings Year Comparison and Fuel Sales Recap 2011 as at month ending November 30 2011*. | 160-161 |
| 11.10 Municipal Lottery Licensing in Fort Frances. | 162-164 |
| Non-agenda Committee Items - 6:07 p.m. | |



December 7, 2011

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: Tender 11-OF-14 - Supply of Backhoe Loader & Trade-In of 1994 – 426B Backhoe-loader

The 2011 approved capital budget included the purchase of a new backhoe loader. The budget amount was \$ 130,000 where the new piece of equipment would be financed through reserve funds.

The tender closed on December 6, 2011 at 2:00 p.m. There were five (5) tender packages distributed to equipment suppliers where five (5) tenders were received for the backhoe loader.

Please find attached report prepared by Milt Strachan, Transportation Superintendent outlining the details on the tenders received.
See attached Spreadsheet No. 1.

The lowest tender, which meets specifications, is the John Deere at a net cost of \$73,210.21 (includes Town's portion of the HST).

The delivery of the backhoe loader will be within 21 days of the Town giving a purchase order to the supplier. Also the Town will be trading its 1994 Caterpillar - Model 426B Backhoe Loader against the purchase of the new backhoe loader.

It is recommended by Administration that the backhoe be awarded to Nortrax Equipment out of Thunder Bay at a net cost of \$ 73,210.21 (includes Town's portion of the HST). for the supply and delivery of a 2012 – John Deere, Model 310SJ Backhoe loader.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

December 14/11
Date: *M. McCaig*
M. McCaig, Administrator

Respectfully Submitted
Operations & Facilities Division



Doug Brown, P. Eng.
Operations and Facilities Manager

Council approval of this report will approve that the new backhoe loader is awarded to Nortrax Equipment out of Thunder Bay at a net cost of \$ 73,210.21 (includes Town's portion of the HST) for the supply and delivery of a 2012 John Deere Model 310 SJ in accordance with tender specifications.

2011Decemberbackhoeloadertender

RECOMMENDED

DEC 07 2011

DIV. MNG. Doug Brown

EXECUTIVE COMM. R. Wiedenhoeft

**Spreadsheet #1 - Tender No. 11-OF-14 - Results - Backhoe Loader
December 6, 2011**

| Equipment Description | | | | | |
|--|-------------------|----------------------|----------------------|------------------------|------------------------|
| | 1 | 2 | 3 | 4 | 5 |
| | Hood Equipment | Strongo Equipment | Nortrax Equipment | Toromont Catepillar | Toromont Catepillar |
| Manufacturer | Terex | Volvo | John Deere | Caterpillar | Caterpillar |
| Model # | TLB-840 | BI70 | 310 SJ | 420 E IT | 430E IT |
| Backhoe-Loader Net Price | \$108,000.00 | \$108,990.00 | \$86,944.00 | \$93,664.92 | \$99,244.43 |
| Trade-in of 1994 - 426B Backhoe loader | (\$26,709.00) | (\$18,000.00) | (\$15,000.00) | (\$21,000.00) | (\$21,000.00) |
| Subtotal | \$81,291.00 | \$90,990.00 | \$71,944.00 | \$72,664.92 | \$78,244.43 |
| HST | \$10,567.83 | \$11,828.70 | \$9,352.72 | \$9,446.44 | \$10,171.78 |
| Total Price (includes all taxes) | \$91,858.83 | \$102,818.70 | \$81,296.72 | \$82,111.36 | \$88,416.21 |

Net Cost to the Town for Backhoe loader \$82,721.72 \$92,591.42 \$73,210.21 \$73,943.82 \$79,621.53

December 7, 2011

Report To: Doug Brown, Manager of Operations and Facilities

From: Milt Strachan, Transportation Superintendent

Subject: Tender No. 11-OF-14 Backhoe Loader – With Extendable Dipper Stick Attachment and Four Wheel Drive

There were a total of five (5) tenders received. They were from Hood Equipment (Terex), Strongco Limited (Volvo), Nortrax (John Deere) and two (2) from Toromont Cat (Caterpillar), all from Thunder Bay, Ontario. I will briefly explain deficiencies if any for all five (5) tenders.

- 1.) Hood Equipment
Make: Terex
Model: TLB 840

There are six (6) areas of concern where this tender did not meet the specifications.

- a. The backhoe digging depth is 4 inches short of the specified minimum in the tender package.
- b. The engine does not meet the specifications for Horse Power.
- c. The cab heater falls short of the required BTU/Hr. and the Air Conditioning also does not meet the specified BTU output.
- d. The digging force with the Backhoe bucket cylinder does not meet the 15, 236 lbs. Minimum in the specifications.
- e. There did not include any of the spare parts list in the tender
- f. This machine is 1005 lbs. lighter than the minimum operating weight specified in the Tender Package

The Terex Backhoe Loader does not meet the specifications in major areas.

- 2.) Strongco Limited
Make: Volvo
Model: BL70

There are seven (7) areas of concern where this tender did not meet the specifications. Four (4) of these are differences in design and are minor deficiencies. Three (3) of them are major deficiencies.

- a.) The digging force with the Backhoe bucket falls 1208 lbs under the specified 15236 lbs. Minimum
- b.) The dipper lift capacity falls 255 lbs. Short of the 4300 lbs. Specified
- c.) The Extended Power Train Warranty – 4 year/5000 hours where part and labour for the entire warranty term is F.O.B. Fort Frances, Ontario was not met as in the Tender Package they specified FOB Strongco Thunder Bay, Ontario

- 3.) Nortrax
Make: John Deere
Model: 310 SJ

This Backhoe Loader meets or exceeds all of the required specifications in the Tender Package.

- 4.) Toromont Cat
Make: Caterpillar
Model: 420 E IT

There are five (5) areas of concern where this tender did not meet the specifications. One (1) of these is a minor deficiency and four (4) are major concerns.

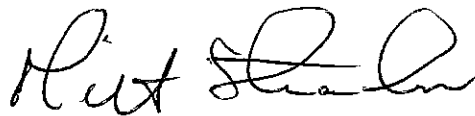
- a.) The Backhoe digging depth fall 6" short of the specified 18' 5" minimum.
- b.) The Loader bucket clearance when the bucket is dumped at 45 degrees falls 4" short of the specified 8' 8" minimum.
- c.) The Backhoe loading height falls 3" short of the specified 14' 1" minimum
- d.) The Backhoe digging force with bucket cylinder fall 1373 lbs short of the 15,236 lbs. specified.

- 5.) Toromont Cat
Make: Caterpillar
Model: 430E IT

This Backhoe Loader meets or exceeds all of the required specifications in the Tender package.

The John Deere 310 SJ and the Cat 430E IT both meet the required specifications. With everything else being equal between the two (2) the price in the tender from Nortrax for the John Deere 310 SJ was the lowest.

It is my recommendation that the Town of Fort Frances purchase the 2011 John Deere 310 SJ from Nortrax at a cost of \$81,296.72 (including taxes).

A handwritten signature in black ink, appearing to read "Milt Strachan". The signature is fluid and cursive, with the first name "Milt" and last name "Strachan" clearly distinguishable.

Milt Strachan,
Transportation Superintendent

December 7, 2011

Report To: Mayor & Council

From: Doug Brown, Manager Operations & Facilities

SUBJECT: Long Range Financial Plan For Water and Wastewater Systems



In August of 2011 the Town retained BMA Management Consultants to prepare the financial plans for the water and wastewater systems in accordance to Ontario Regulation 453/07. See attached a draft copy of the long-range financial plan for both systems. In summary the financial plan indicates a 5% increase in revenue is require in each year over the next six (6) years to achieve financial sustainability.

The Town is required to submit the financial plan to the Ministry of Municipal Affairs & Housing prior to January 29, 2012. The financial plan must be approved by a resolution of Council. It should be clearly stated that this financial plan is a guideline or tool to assist Council and Administration in establishing the water and wastewater rates for any given year. In 2011, the Town increased the water and wastewater rates between 0 % to 8% in order to realize \$ 157,000 in additional revenue (3.7%).

Going forward it is the intent of Administration to review the financial plan at the December 14, 2011 Operations & Facilities Executive Committee meeting where Council will pass a resolution at the December 19, 2011 Council meeting.

In regards to the 2012 rate setting exercise, the actual water and wastewater rates should be passed prior to the first 2012 billing period which gets mailed out during the first week in March. Also, the Town will be implementing an additional monthly charge for the water meter maintenance and replacement based on a life

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Dec. 14/11
Date:

M. McCaig
M. McCaig, Administrator

cycle of 15 years and individual size of the water meter. Also the Town is on track to automatically read all the ICI water meters for the first billing period in 2012.

The Operations & Facilities Executive committee recommends the follows;

- 1) That the Long Range Financial Plan for both the Water and Wastewater Systems prepared by BMA Management Consulting Inc. is accepted and that a separate of resolution is prepared.
- 2) That a copy of the Long Range Financial Plan for both the Water and Wastewater Systems be forwarded to the Ministry of Municipal Affairs & Housing prior to January 29, 2012.

Respectfully submitted



Doug Brown, P. Eng.
Operations and Facilities Manager

2011DecBMAfinancialplan.doc

Council approval of this report will ensure the following:

- 1.) That the Long Range Financial Plan for both the Water and Wastewater Systems prepared by BMA Management Consulting Inc. is accepted and that a separate of resolution is prepared.
- 2.) That a copy of the Long Range Financial Plan for both the Water and Wastewater Systems be forwarded to the Ministry of Municipal Affairs & Housing prior to January 29, 2012.

RECOMMENDED

DEC 07 2011

DIV. MNG.

EXECUTIVE COMM.

**Town of Fort Frances
Water and Wastewater Long Range Financial Plan
Forecast**

O. Reg. 453/07 Financial Plan # 224-301



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Introduction to Long Range Financial Planning

Review of Regulatory and Legislative Requirements

The Town of Fort Frances, along with other Ontario municipalities that are responsible for the provision of drinking water, are required to meet the requirements set out in the Financial Plans Regulations O.Reg.453/07. While the regulations are directed at **water systems**, the approach, as encouraged by the Province and being undertaken by the Town was to undertake a similar process for the Town's **wastewater systems**.

The financial environment for municipal government has fundamentally changed. The Town of Fort Frances has to fund programs and services it provides within a limited funding framework—namely, it must address rising costs, the demands of growth, increased service responsibilities related to regulatory and legislative requirements and an aging infrastructure with relatively flat revenue streams.

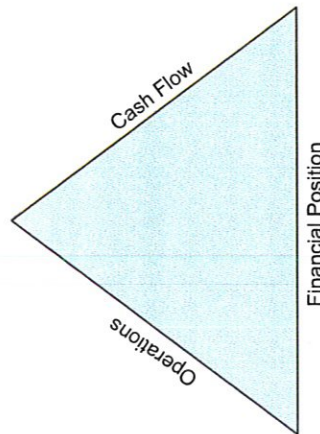
The Town of Fort Frances is taking a proactive approach and has recognized the need for a long-term financial planning process that assesses the financial implications of current and proposed policies as well as Council approved decisions in its water and wastewater operations. The goal is to ensure that the Town's water and wastewater operations are in a sound financial position and services can be provided on a sustainable basis. This report builds on a previous report that was completed in early 2011 with respect to asset management.

Ontario Reg. 453/07 provides the following parameters with regards to s.30 (1) part b of the Safe Drinking Water Act for new water systems:

- The financial plan must be approved by Council resolution (or governing body) indicating that the drinking water system is financially viable;
- The financial plan must include a statement that the financial impacts have been considered and apply for a minimum six year period (commencing when the system first serves the public);
- The financial plan must include detail regarding proposed or projected financial operations itemized by total revenues, total expenses, annual surplus/deficit and accumulated surplus/deficit (i.e. the components of a "Statement of Operations" as per PSAB) for each year in which the financial plans apply;
- The financial plan is to be made available to the public upon request and at no charge;
- If a website is maintained, financial plans are to be made available to the public through publication on the Internet at no charge; and
- Notice of the availability of the financial plans is to be given to the public.

The components of the financial plans indicated by the regulation are consistent with the requirements for financial statement presentation as set out in section PS1200 of the Canadian Institute of Chartered Accountants (CICA) Public Sector Accounting Handbook.

The categories can be found in three statements:



The Statement of Operations summarizes the revenues and operating expenses for a given period. The Statement of Financial Position reports on whether enough revenue was generated in a period to cover the expenses in the period and whether sufficient resources have been generated to support current and future activities. The Statement of Cash Flow reports on how activities were financed for a given period which provides a measure of the changes in cash for that period.

The categories of financial information have been developed;

- to ensure that they provide a sound picture of the financial position of a drinking water system;
- to ensure that they are aligned with municipal financial statements prepared on a full accrual accounting basis, beginning on January 1, 2009; and
- to ensure consistent financial planning for municipal water services.

The goal is to provide the Town with a realistic and informed view of operating and capital expenditures needed over time to maintain the integrity and health of its physical infrastructure and to accommodate growth and new environmental standards. As such, a Long Range Financial Plan (LRFP) creates a more purposeful approach to long-term financial management and helps align short term actions with long term financial strategies.

This document puts the Town's water and wastewater financial condition in perspective, discusses the current challenges and risks and provides a sustainable financial forecast. The plan also provides a framework for guiding the annual budget and the financial planning over a longer horizon. The LRFP helps to understand the implications that today's decisions have on future budgets. The LRFP has been prepared to meet the regulatory requirements. It does not represent a formal multi-year budget. The approval of the budget is undertaken annually. The LRFP is a living document that needs to be updated as assumptions and economic conditions change.

Principles of Financial Sustainability

The Ministry of the Environment released a guideline ("Towards Financially Sustainable Drinking-Water and Wastewater Systems") that provides possible approaches to achieving sustainability. The Province's Principles of Financially Sustainable Water and Wastewater Services are provided below:

- **Principle #1:** Ongoing public engagement and transparency can build support for, and confidence in, financial plans and the system(s) to which they relate.
- **Principle #2:** An integrated approach to planning among water, wastewater, and storm water systems is desirable given the inherent relationship among these services.
- **Principle #3:** Revenues collected for the provision of water and wastewater services should ultimately be used to meet the needs of those services.
- **Principle #4:** Life-cycle planning with mid-course corrections is preferable to planning over the short-term, or not planning at all.
- **Principle #5:** An asset management plan is a key input to the development of a financial plan.

- **Principle #6:** A sustainable level of revenue allows for reliable service that meets or exceeds environmental protection standards, while providing sufficient resources for future rehabilitation and replacement needs.
- **Principle #7: Ensuring users pay for the services they are provided leads to equitable outcomes and can improve conservation. In general, metering and the use of rates can help ensure users pay for services received.**
- **Principle #8:** Financial Plans are "living" documents that require continuous improvement. Comparing the accuracy of financial projections with actual results can lead to improved planning in the future.
- **Principle #9:** Financial plans benefit from the close collaboration of various groups, including engineers, accountants, auditors, utility staff, and municipal council.

The LRFP will be instrumental in the Town's ability to meet the Provincial reporting requirements included in O.Reg. 453/07 for water operations and has been developed in recognition of the above noted principles.



Importance of a Long Range Financial Plan

A LRFP is a framework to guide the Town in planning and decision-making to help ensure that the Town:

- Has a plan to protect and maintain its assets;
- Has a reasonable degree of stability and predictability in the rate burden;
- Has a fair sharing in the distribution of resources between current and future ratepayers;
- Has sustainable cash flows in the long term;
- Maximizes its financial flexibility;
- Minimizes financial vulnerability during economic downturns; and
- Maintains programs and services at their desired levels.

General Approach to Preparing the Town's LRFP

The LRFP identifies the key financial strategies that will influence the building of a sustainable long-term financial future and takes into account:

- Expected expenses and capital outlays for each year of the plan;
- Expected revenues for each year and their source;
- Performance measures to enable assessment of the Council's strategic priorities;
- Assumptions that have been used in the development of the LRFP; and
- Sensitivity analysis on key assumptions most likely to affect long-range financial planning and sustainability to ensure that the Town is aware of the key levers that will impact the LRFP and that should be monitored over time.

The LRFP is Dynamic—Regular Updates Will Be Undertaken

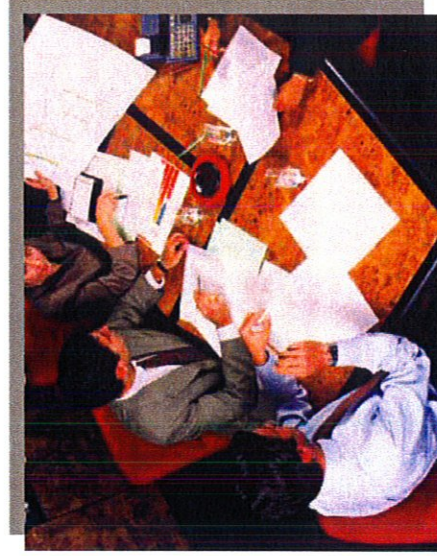
Although great effort has been made to present accurate financial projections, based upon the data available at this time, a LRFP is a dynamic document and should be updated and re-evaluated, on an ongoing basis. As such, the 2011 Water and Wastewater LRFP should be considered a work-in-progress.

It is not an exercise in precision, rather it is intended for use as a forecasting tool to ensure that the Town is on the right course to meet its financial obligations and future challenges. The intent is to provide Council with regular updates to this document, so it will be useful in the ongoing cycle of business planning and budgeting.

Financial plans are only required to be updated in conjunction with every application for licence renewal (i.e. every 5 years), however, there are many potential circumstances that could occur within the short to medium term that would affect the assumptions in the projections for operating and capital. Council priorities, planning policies, changes to service levels, consumption projections and infrastructure requirements, will certainly lead to changes and the LRFP should be adjusted to reflect these changes as they occur.

It is anticipated that updates to the LRFP will:

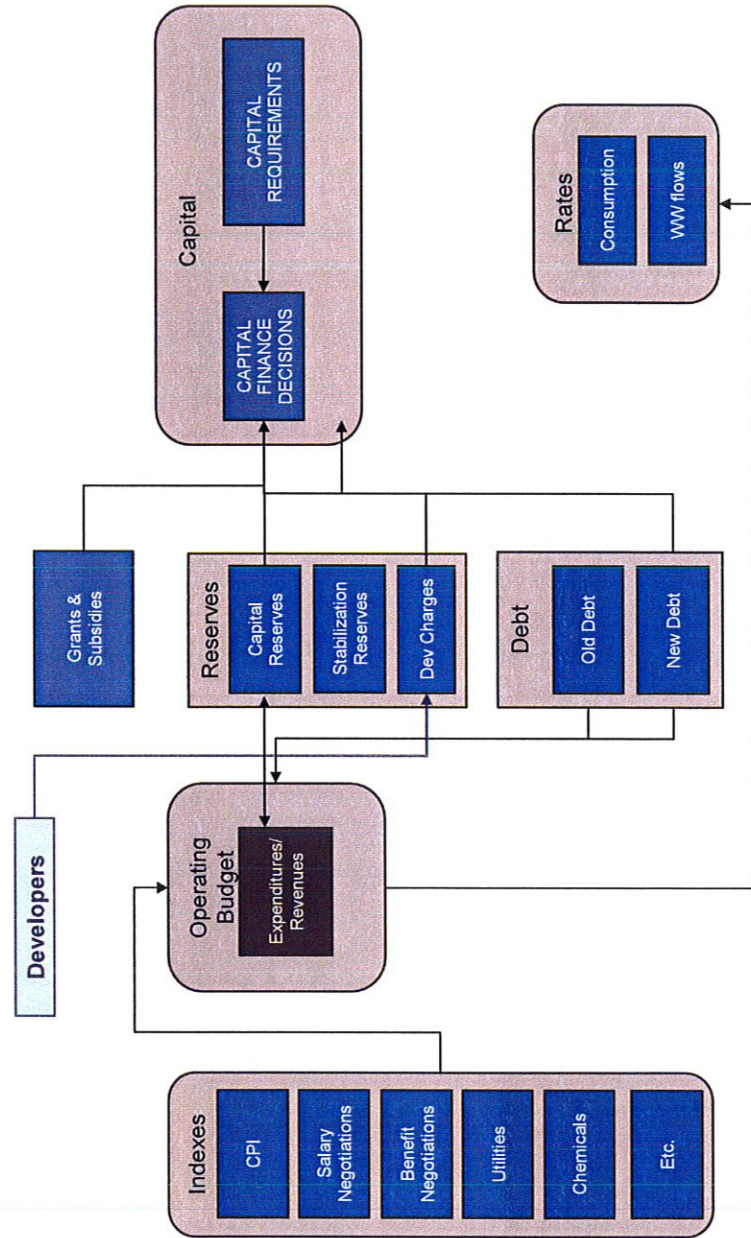
- Amend the assumptions, projections and strategies, as required, based on changes in the municipal environment;
- Continue building awareness of future changes in current operating and capital spending and funding levels;
- Assist the Town in determining the extent of its financial challenges;
- Reconfirm the key financial goals and strategies that should guide future planning; and
- Spur the development of actions in future business plans that would respond to the long-term strategies.



Water and Wastewater Model and Situational Analysis

Model Development

The LRFP is developed based on an analysis of all factors impacting the capital and operating budget, including financing plans, consumption and wastewater flow forecasts. This forecast also includes assumptions with respect to growth and development charge revenues, interest rates impacting reserves and debt issuance. As shown below, due to the inter-relationship between all components of the plan, changes in any of the assumptions will potentially have an impact throughout the LRFP.



Financial Analysis

The Town of Fort Frances has taken a proactive approach, recognizing the need to develop a long-range financial plan, to address the challenges that the Town is facing in the water and wastewater operations. The following summarizes the current financial position of the water and wastewater operations:

- **Asset Renewal/Replacement**—The Town has \$25 million in water assets (based on historical costs) and \$21 million in wastewater assets. On a replacement cost basis, this is estimated to be \$75 million in water assets and \$74 million in wastewater assets. There are currently insufficient transfers to the capital reserves to achieve full lifecycle replacement of these assets. Recommendations have been made to support the timely replacement of existing assets.

- **Infrastructure Deficit**—Due to financial challenges, the Town has not been replacing the water and wastewater assets in a timely basis and currently has a significant backlog of assets that require replacing. Using the PSAB data which tracks the asset inventories, useful life and estimated replacement costs, the existing backlog is estimated to be \$13 million in water and \$12 million in wastewater. Recommendations have been made to gradually address the infrastructure backlog and ensure that the backlog does not continue to grow.

- **Debt Charge**—The Town currently has \$0.8 million in debt outstanding in wastewater. There are no issues with respect to debt in the forecast and the plan ensures that the Town can meet its annual obligations.

- **Reserves**—The Town's Water and Wastewater Reserves are low in relation to the assets they support. Recommendations have been made to establish parameters for reserve transfers.
- **Affordability**—In relation to other municipalities surveyed, the cost of service is low-average. Water/wastewater costs as a percentage of income are lower than average.

The next section of the report provides further detail as well as the proposed strategies to address challenges in the long range financial plan.

Water and Wastewater Forecast

Asset Renewal/Replacement & Infrastructure Deficit

The full cost of managing the Town's water and wastewater systems has been taken into consideration in calculating the revenue requirements for the supply of water and the treatment of wastewater. The approach undertaken in the analysis of lifecycle costing was to use the PSAB data available from the Town to develop a replacement schedule based on the useful life and estimated replacement cost.

The Town's assets include approximately 70 kms of water pipelines and 57 kms of wastewater pipelines. In addition, the Town has treatment plants, valves, hydrants, standpipes, vehicles/equipment and manholes. The following table provides a summary of the water and wastewater assets.

| | Historical Cost (000's) | Replacement Cost (000's) | Annual Amortization Based on Historical Costs (000's) | Annual Amortization based on Replacement Costs (000's) |
|-----------------|----------------------------|-----------------------------|--|---|
| Water/WW | | | | |
| Water | \$ 24,800 | \$ 75,300 | \$ 484 | \$ 1,200 |
| Wastewater | \$ 20,900 | \$ 73,800 | \$ 432 | \$ 1,300 |
| Total | \$ 45,800 | \$ 149,100 | \$ 916 | \$ 2,500 |

As shown above, the historical cost of the water/ww assets is \$45.8 million however the replacement cost is estimated to be \$149.1 million.

The annual amortization provides an estimate of the amount of monies that should be annually set aside for the future replacement/refurbishment of the existing assets. The annual amortization based on historical costing is \$0.9 million and the annual amortization based on replacement cost is \$2.5 million.

In 2011, the Town contributed approximately \$1.8 million toward the replacement of capital assets as follows:

- 1.7 million toward its capital reserves
- \$0.1 million in debt principal payments

As shown below, the combined annual funding gap in 2011 is \$673,000 based on a replacement costing. This will be addressed in the long range financial plan to move the Town toward financial sustainability.

| | Water (000's) | WW (000's) | Combined (000's) |
|---|------------------|---------------|---------------------|
| Annual Contributions to Capital | | | |
| To Capital and Reserve Funds | \$ 987 | \$ 698 | \$ 1,685 |
| To Debt Principal Payments | | \$ 142 | \$ 142 |
| Total Contribution to Capital | \$ 987 | \$ 840 | \$ 1,827 |
| Historical Amortization Expense | \$ 484 | \$ 432 | \$ 916 |
| Replacement Amortization Expense | \$ 1,200 | \$ 1,300 | \$ 2,500 |
| Funding Gap (Historical Amortization) | \$ 503 | \$ 408 | \$ 911 |
| Funding Gap (Replacement Amortization) | \$ (213) | \$ (460) | \$ (673) |

The capital requirements from 2012-2017 based on replacement costs and useful life of the assets is \$17.3 million (\$11 million for water and \$6.3 million for wastewater).

In addition to the annual shortfall to support existing assets, the Town also has a historical funding deficit in water and wastewater operations. Based on replacement costs and the Town's assumptions with respect to the useful life of the assets, there are significant capital replacement needs where assets are beyond their useful life. Based on the analysis undertaken, there is an infrastructure deficit of \$12.7 million in water and \$12 million in wastewater related to assets that are past their useful life.

Recommended Infrastructure Deficit and Asset Replacement Strategy

The Town of Fort Frances, like other municipalities in Ontario, has to fund programs and services it provides within a limited funding framework. The Town must address rising costs and aging infrastructure with relatively flat revenue streams and limited ability to modify the services it provides.

Often overlooked in the budgeting process are the long range costs of owning and maintaining the asset (the "full-life" cycle costs). Policies and plans will assist in managing capital asset acquisition, maintenance, replacement and retirement.

Accumulated deferred maintenance and the timely replacement of assets has a cost. Major physical infrastructure failure can lead to sizeable downtime, increased costs to local business, and impact the Town's ability to serve residents and attract industry.

Deferred maintenance and the timely replacement of assets also carries associated health and public safety risks, higher utility consumption and other operating costs, and a higher number of unforeseen repairs and replacement work. As such, asset management plans must take into consideration how assets will be replaced and what sources of financing to use.

The recommended strategy in this report is to gradually address the infrastructure backlog as well as meet the replacement requirements of assets as they become due for replacement over the next 6 years. Ratepayer affordability must be taken into consideration and therefore a phase-in strategy has been developed to gradually move toward a fully funded asset management financial plan to address the existing backlog and the annual underfunding of the capital program.

Water and Wastewater Forecast

Reserves and Revenue Stability

A Reserve and Reserve Fund is a financial provision or amount that is designated for a future purpose that extends beyond the current fiscal year. While its balance may vary over the course of a year, the Reserve/Reserve Fund is carried forward from one fiscal year to the next to facilitate multi-year financial planning. Reserves/Reserve Funds can be established to meet specific liabilities such as the replacement/acquisition of capital assets or to protect against known risks or unforeseen circumstances that may create financial difficulties. The purpose for maintaining reserves/ reserve funds includes:

- To provide rate stabilization in the face of variable and uncontrollable factors
- To provide financing for one-time or short term requirements without permanently impacting the water/ww rates
- To make provisions for replacements/renewals/acquisitions of assets/infrastructure that are currently being consumed
- To avoid spikes in funding requirements for large capital projects by reducing their reliance on long-term debt borrowings
- To smooth the rate impact of major capital projects on the operating budget
- To provide a source of internal financing
- To ensure adequate and sustainable cash flows
- To provide **financial sustainability**

The Town's water and wastewater capital reserves are used for rate stabilization and capital expenditures. The Town's consolidated Water/Wastewater Reserves are forecast to be \$5 million by the end of 2011. Over the forecast period, the reserves will decline to \$2.3 million to fund the capital plan. Recommendations have been made to ensure that reserves provide stability and sufficient funds to meet capital requirements.

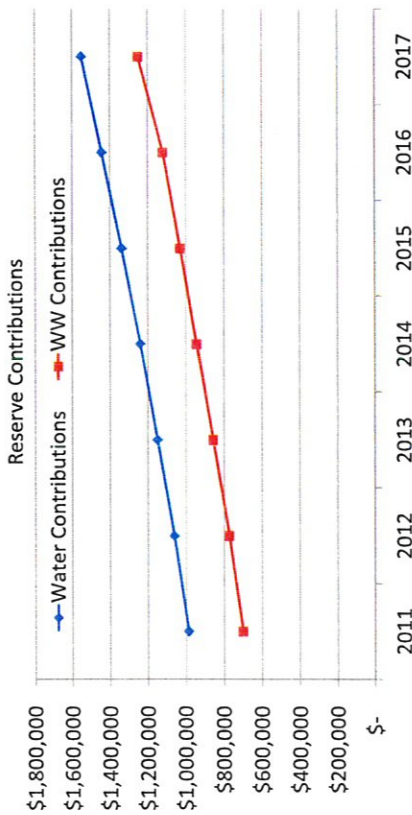
Recommended Reserve Strategies

The recommended strategy is to gradually increase the contributions to reserves to have sufficient funds to support the capital program as well as to provide revenue stability for the operations.

The strategy is built on the principle that the reserves will be used to fund the replacement or refurbishment of existing assets and will be funded through calculated annual contributions from the Operating Budget based on capital replacement costs.

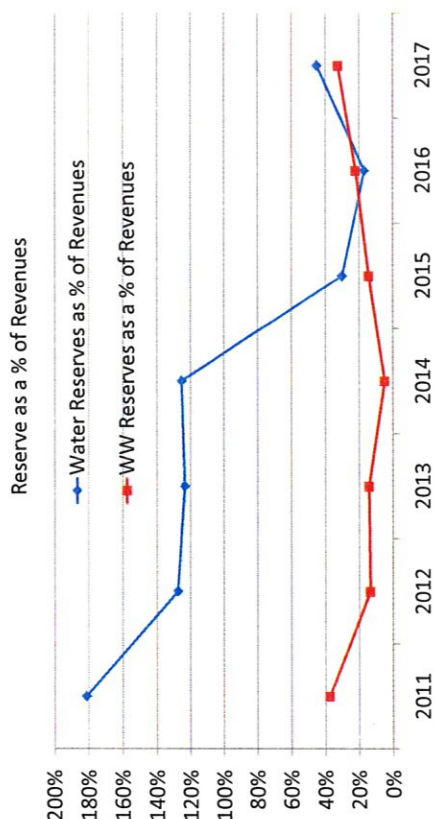
It is recommended that the Town attempt to maintain the reserves at a minimum level of 10% of rate revenue requirements for revenue stability purposes.

The following graph provides the annual contributions to the reserves to meet the capital program and provide sufficient revenue stability.



By 2015, the annual contribution to the water reserve will equal the annual replacement amortization which is required to fund the replacement of existing assets. The contributions continue to increase to adjust for inflation and to begin to address the infrastructure deficit. The wastewater reserve contribution is close to the replacement cost annual amortization by 2017.

As shown in the next graph, the reserves as a percentage of rate revenue requirements is forecast to remain above the minimum threshold of 10% throughout the plan with the exception of wastewater in 2014 which falls to 5% but returns to 14.5% by 2015. The reserve balances decline from the 2011 position due to the capital plan to replacement assets as required and to ensure that the infrastructure deficit does not continue to grow.



Affordability

In relation to other municipalities surveyed, the residential cost of service is at the average for residential customers and is lower than the survey average and median for various non-residential customer types in Fort Frances compared with 84 Ontario municipalities (representing 85+% of the Ontario population).

| Volume Meter Size | Res. | | | Commercial | | Industrial | | Industrial |
|----------------------|--------------------|-----------------------|-----------|-----------------------|-----------|-----------------------|----|------------------------|
| | 250 m ³ | 10,000 m ³ | 2" 3" | 10,000 m ³ | 2" 3" | 30,000 m ³ | 4" | 100,000 m ³ |
| Average | \$ 825 | \$ 24,777 | \$ 72,415 | \$ 23,331 | \$ 71,111 | \$ 225,235 | | |
| Median | \$ 802 | \$ 21,600 | \$ 64,800 | | | | | |
| Fort Frances | \$ 801 | | | | | | | |

Water/wastewater residential costs as a percentage of income were analyzed to consider the cost of service in each municipality in relation to the income levels. The water and wastewater costs for a residential customer is 1.0% of gross household income in Fort Frances compared with the survey average of 1.0%.

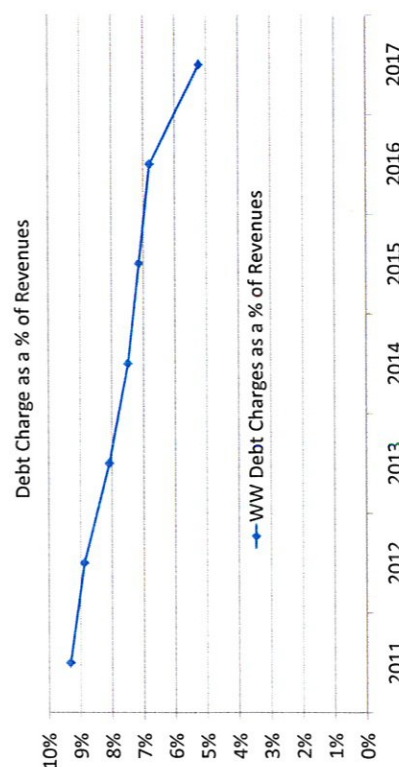
Residential affordability was taken into consideration in developing a long range financial plan to ensure that the cost of service is affordable.

Debt

The Town currently has \$0.8 million in debt outstanding in wastewater. In 2013, \$450,000 in new debt is required for the wastewater program.

Recommended Debt Strategy

Debt levels and their related annual costs are important long-term obligations that must be managed within the available resources. An effective debt management policy provides guidelines for the Town to manage debt. Debt servicing costs are low, well within industry standards. A recommended policy has been included to manage and monitor future debt. **The recommended limit is to keep debt service costs (interest repayments) at 15% or less of the rate revenue requirements.** As shown below, there are no water debt charges. An additional \$450,000 is planned for 2013 along with the existing debt charges. The wastewater debt charges decline from 9.3% in 2011 to 5.2% by 2017.



Recommended Affordability Strategy

According to research undertaken, utilities with higher credit ratings consistently consider the impact of operational and capital programs on rate affordability. While credit rating agencies believe credit is due to those systems that consistently raise rates to preserve financial strength, these activities will be more sustainable when rate affordability is a focus of policymakers and cost containment is regularly employed. Credit rating agencies believe that not only should the level of rates for particular customers be considered in these reviews, but also the affordability of rates relative to income, particularly for residential users.

Affordability is the concept of ability to pay, as opposed to willingness to pay, to which decision makers are more sensitive. Affordability is often evaluated by expressing water and sewer charges as a percentage of household income.

Industry benchmarks consider costs for water/wastewater service higher than 2% of average household income to be unaffordable. Currently, the cost of water/ww service in Fort Frances is 1.0% of income, well below the benchmark. The strategy in moving forward is to balance rate increases and address the asset replacement and infrastructure gap by ensuring that the residential cost of service remained below the benchmark 2%.

The recommended annual rate requirement increase from 2012-2017 is 5% for the combined water/wastewater operations. Using this forecast, by 2017, the estimated water/wastewater residential cost as a percentage of household income would be 1.2%. The Town may wish to further increase the rates as there is room from an affordability perspective beyond the 5% included in the financial plan to expedite the plan to address the existing infrastructure deficit.

Summary—Financial Policies and Strategies

The following summarizes the recommended financial policies and strategies:

- The Town will maintain all Water/Wastewater infrastructure in a state of good repair by implementing life cycle costing and providing adequate annual contributions to the replacement reserves to fund the future rehabilitation/replacement of assets.
- The Town will target setting aside the annual amortization based on historical costing in the short term and the replacement cost of assets over time. These funds will be transferred to the Town's Water and Wastewater Capital Reserves. A phase-in strategy will be implemented to achieve replacement cost contributions by 2017.
- To ensure that the reserves also provide for revenue stabilization, it is recommended that the water and wastewater reserves be maintained at approximately 10% or greater of the water and wastewater annual revenues.
- Future debt service payments will be made while ensuring the following:
 - The provision of essential services is not jeopardized.
 - Financial flexibility is maintained by ensuring that there are sufficient revenues to meet unanticipated expenditures and accommodate revenue fluctuations.
 - Outstanding debt obligations will not threaten long-term financial stability.
 - The amount of outstanding debt will not place an undue burden on local ratepayers.
- The Town's Water and Wastewater debt interest service ratio as a percentage of own source revenues, will not exceed 15% as considered acceptable by credit rating agencies.
- It is recommended that the Town's Treasurer review, on an annual basis, the affordability of the water/wastewater costs and will notify Council when the benchmark affordability level is exceeded. Based on industry standards, the benchmark is when the average water and wastewater service annual costs exceed 2% of average annual household income.
- The Town will update the LRFP as new information becomes available that could materially change the forecast.

Water and Wastewater Forecast

Water and Wastewater Forecast

Key Assumptions

The following provides the key assumptions in the Forecast:

- **Capital Projects**—Water and Wastewater Capital Forecast is based on the capital needs as identified by the Town plus the additional capital requirements to address asset replacements. The plan includes \$11 million for water and \$6.3 million for wastewater capital expenditures for over the next 6 years.

- **Water & Wastewater Capital Reserves**—The opening balance for 2011 Water and Wastewater Capital Reserves and Reserve Funds are based on the year-end balance for 2010.

- **Sources of Financing**—Capital Reserves were used as the solely source of financing.

- **Debt** - \$450,000 in debt is required in 2013, financed over 10 years at 4%.

- **Expenditure & Revenue Increases**—based on:

- Salary, wage and benefit increases 2.5% annually;
- Miscellaneous expenses increases of 2.5% annually;
- OCWA contract increases (2.44% annually);
- Rate revenue requirement increases (5% annually);
- Private and new connections (2 % annually); and
- Other revenues 0%

- **Disposals**—assumes no disposals of tangible capital assets.
- **Useful Life**—based on the Town's tangible capital asset policies.
- **Reserve Contributions**—The annual contribution to reserves varies annually based on an assumed 5% rate revenue requirement increase annually.
- **Service Standards**—Water and wastewater programs are maintained at their current service levels.

Summary of Rate Revenue Requirements

The Town's objective in establishing the Water and Wastewater rates is to avoid large fluctuations from year to year and to ensure rates are set at a level to adequately cover current operating costs, maintain and repair the Town's existing asset base and replace assets where appropriate.

Efforts are being made in this plan to gradually grow/maintain the reserves to provide a source of funding for the ongoing replacement/refurbishment of capital assets. The following tables reflect the forecast rate revenue requirements.

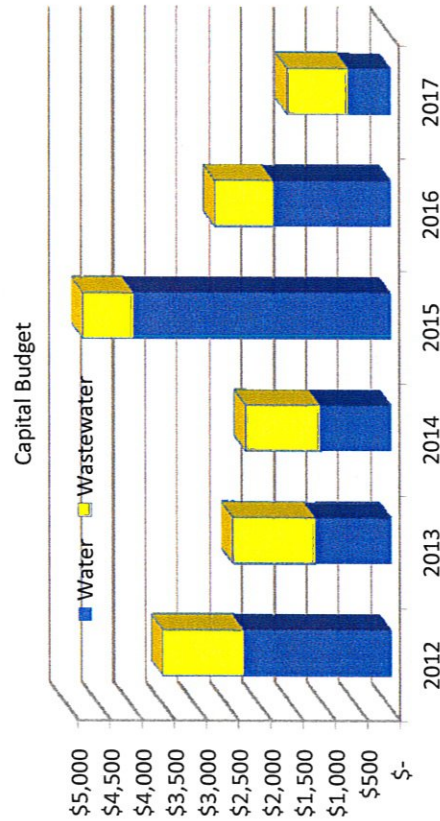
| (000's) | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Budget | 2015 Budget | 2016 Budget | 2017 Budget |
|--------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Water Rate | | | | | | | |
| Revenue | | | | | | | |
| Requirements | \$ 2,321 | \$ 2,437 | \$ 2,559 | \$ 2,687 | \$ 2,821 | \$ 2,962 | \$ 3,110 |
| Wastewater | | | | | | | |
| Rate Revenue | | | | | | | |
| Requirements | \$ 2,013 | \$ 2,114 | \$ 2,220 | \$ 2,331 | \$ 2,447 | \$ 2,569 | \$ 2,698 |
| Total Rate | | | | | | | |
| Revenue | | | | | | | |
| Requirements | \$ 4,334 | \$ 4,551 | \$ 4,778 | \$ 5,017 | \$ 5,268 | \$ 5,531 | \$ 5,808 |
| \$ change | \$ 157 | \$ 217 | \$ 228 | \$ 239 | \$ 251 | \$ 263 | \$ 277 |
| % change | 3.7% | 5.0% | 5.0% | 5.0% | 5.0% | 5.0% | 5.0% |

As shown above the annual increases in consolidated water and wastewater rate revenue requirements is 5% from 2012 to 2017. Appendix A provides the Operating Budgets for water and wastewater services.

Water and Wastewater Capital Budget

As shown below, the Town's 6-year Water Capital Budget is \$11 million and the Wastewater Capital Budget is \$6.3 million. The capital plan is fully funded from reserves through annual contributions from the operating budget and \$450,000 in debt in 2013 for wastewater.

| | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | Total |
|------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
| | Budget | Budget | Budget | Budget | Budget | Budget | 6 Year |
| Water | \$2,275,395 | \$1,164,924 | \$1,091,634 | \$3,982,243 | \$1,814,680 | \$ 645,000 | \$10,973,876 |
| Wastewater | \$1,260,906 | \$1,280,082 | \$1,152,725 | \$ 791,001 | \$ 904,414 | \$ 950,514 | \$ 6,339,643 |
| Total | \$3,536,301 | \$2,445,006 | \$2,244,360 | \$4,773,244 | \$2,719,094 | \$1,595,514 | \$17,313,519 |



Appendix B provides the details with respect to the capital budget. Highlights include upgrades to the water distribution and wastewater collection system and installation of residential meters and backflow preventors.

Reporting Requirements—O.Reg. 453/07



Water and Wastewater Reporting Requirements—O.Reg. 453/07

While the O. Reg. 453/07 only applies to Water, the Town has prepared statements for both water and wastewater operations. Paragraph 4 of subsection 3(1) of the regulation requires that financial plans include the following:

1. Details of the proposed or projected **financial position** of the drinking water system itemized by:
 - a. total financial assets
 - b. total liabilities
 - c. net debt
 - d. non-financial assets that are tangible capital assets, tangible capital assets under-construction, inventories of supplies and prepaid expenses
 - e. changes in tangible capital assets that are additions, donations, write-downs and disposals
2. Details of the proposed or projected **financial operations** of the drinking water system itemized by:
 - a. Total revenues, further itemized by water rates, user charges and other revenues
 - b. Total expenditures itemized by amortization expenses, interest expenses and other expenses
 - c. Annual surplus or deficit
 - d. Accumulated surplus or deficit

3. Details of the drinking water systems proposed or projected gross **cash receipts or gross cash payments (cash Flows)** itemized by:
 - a. Operating transactions that are cash received from revenues, cash paid for operating expenses and financing charges
 - b. Capital transactions that are proceeds on sale of tangible capital assets and cash used to acquire capital assets
 - c. Investing transactions that are acquisitions and disposal of investments
 - d. Financial transactions that are proceeds from the issuance of debt and debt repayment
 - e. Changes in cash and cash equivalents during the year
 - f. Cash and cash equivalents at the beginning and end of the year

Reporting Requirements and Statements

Statement of Financial Operations—Water

| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Water Total Revenues | | | | | | | |
| Rate Revenues | \$ 2,320,765 | \$ 2,436,803 | \$ 2,558,643 | \$ 2,686,576 | \$ 2,820,904 | \$ 2,961,950 | \$ 3,110,047 |
| Miscellaneous Revenues | \$ 28,414 | \$ 28,969 | \$ 29,536 | \$ 30,113 | \$ 30,703 | \$ 31,304 | \$ 31,917 |
| Monthly Meter Replacement Revenue | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 |
| Local Improvements | \$ 8,818 | \$ 8,818 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Interest Revenue | \$ 82,816 | \$ 86,055 | \$ 63,523 | \$ 64,309 | \$ 68,418 | \$ 16,749 | \$ 9,465 |
| Total Revenues | \$ 2,455,813 | \$ 2,575,646 | \$ 2,666,702 | \$ 2,795,998 | \$ 2,935,025 | \$ 3,025,002 | \$ 3,166,429 |
| Water Total Expenses | | | | | | | |
| Operating Expenses | | | | | | | |
| Administration | \$ 316,238 | \$ 324,030 | \$ 332,016 | \$ 340,199 | \$ 348,584 | \$ 357,177 | \$ 365,982 |
| Water Service Connections | \$ 125,179 | \$ 128,308 | \$ 131,516 | \$ 134,804 | \$ 138,174 | \$ 141,629 | \$ 145,169 |
| Water Meter Maintenance | \$ 18,125 | \$ 18,578 | \$ 19,043 | \$ 19,519 | \$ 20,007 | \$ 20,507 | \$ 21,019 |
| Water Distribution System Maintenance | \$ 239,912 | \$ 245,910 | \$ 252,058 | \$ 258,359 | \$ 264,818 | \$ 271,438 | \$ 278,224 |
| Total Water Treatment Plant | \$ 555,696 | \$ 575,098 | \$ 589,476 | \$ 604,212 | \$ 619,318 | \$ 634,801 | \$ 650,671 |
| Water Storage Facility | \$ 130,865 | \$ 134,971 | \$ 138,345 | \$ 141,804 | \$ 145,349 | \$ 148,983 | \$ 152,707 |
| Total Operating Expenses | \$ 1,386,015 | \$ 1,426,896 | \$ 1,462,453 | \$ 1,498,897 | \$ 1,536,249 | \$ 1,574,534 | \$ 1,613,773 |
| Debt Charges | | | | | | | |
| Debt Charges - Interest Payments | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Amortization Expense | | | | | | | |
| Water Assets | \$ 483,824 | \$ 517,608 | \$ 569,106 | \$ 601,417 | \$ 622,313 | \$ 679,341 | \$ 710,324 |
| Total Expenses | \$ 1,869,839 | \$ 1,944,504 | \$ 2,031,559 | \$ 2,100,314 | \$ 2,158,562 | \$ 2,253,875 | \$ 2,324,098 |
| Annual Surplus/(Deficit) | \$ 585,974 | \$ 631,142 | \$ 635,143 | \$ 695,684 | \$ 776,463 | \$ 771,128 | \$ 842,331 |

The annual surplus increases from \$586,000 in 2011 to \$842,000 in 2017 which provides additional funds for the replacement of assets.

Statement of Cash Flow/Cash Receipts—Water

| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|---|---------------------|-----------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|
| Total Revenues | \$ 2,455,813 | \$ 2,575,646 | \$ 2,666,702 | \$ 2,795,998 | \$ 2,935,025 | \$ 3,025,002 | \$ 3,166,429 |
| Cash Paid For | | | | | | | |
| Operating Costs | \$ 1,386,015 | \$ 1,426,896 | \$ 1,462,453 | \$ 1,498,897 | \$ 1,536,249 | \$ 1,574,534 | \$ 1,613,773 |
| Debt Repayment - Debt Interest | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Cash Provided From Operating Transactions | \$ 1,069,798 | \$ 1,148,750 | \$ 1,204,249 | \$ 1,297,101 | \$ 1,398,776 | \$ 1,450,468 | \$ 1,552,655 |
| Capital Transactions | | | | | | | |
| Acquisition of TCA | \$ 907,834 | \$ 2,275,395 | \$ 1,164,924 | \$ 1,091,634 | \$ 3,982,243 | \$ 1,814,680 | \$ 645,000 |
| Finance Transactions | | | | | | | |
| Proceeds from Debt Issues | | | | | | | |
| Debt Repayment - Principal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Increase/(Decrease) in Cash Equivalents | \$ 161,964 | \$ (1,126,645) | \$ 39,325 | \$ 205,467 | \$ (2,583,467) | \$ (364,211) | \$ 907,655 |
| Cash and Cash Equivalents at Beginning Balance | \$ 4,140,807 | \$ 4,302,771 | \$ 3,176,126 | \$ 3,215,451 | \$ 3,420,917 | \$ 837,451 | \$ 473,239 |
| Cash and Cash Equivalents at Ending Balance | \$ 4,302,771 | \$ 3,176,126 | \$ 3,215,451 | \$ 3,420,918 | \$ 837,450 | \$ 473,239 | \$ 1,380,894 |

The reserve position decreased from \$4.3 million in 2011 to \$1.4 million in 2017. While reserve contributions increased, the water capital program was significant to begin to address the backlog and existing replacement needs.

Reporting Requirements and Statements

Statement of Financial Position—Water

| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|---------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Financial Assets | | | | | | | |
| Cash | \$ 4,302,771 | \$ 3,176,126 | \$ 3,215,451 | \$ 3,420,918 | \$ 837,450 | \$ 473,239 | \$ 1,380,894 |
| Liabilities | | | | | | | |
| Debt - Principal Outstanding | | | | | | | |
| Net Financial Assets | \$ 4,302,771 | \$ 3,176,126 | \$ 3,215,451 | \$ 3,420,918 | \$ 837,450 | \$ 473,239 | \$ 1,380,894 |
| Non-Financial Assets | | | | | | | |
| Tangible Capital Assets | \$ 17,876,680 | \$ 19,634,467 | \$ 20,230,285 | \$ 20,720,502 | \$ 24,080,432 | \$ 25,215,771 | \$ 25,150,447 |
| Accumulated Surplus/Deficit | \$ 22,179,451 | \$ 22,810,593 | \$ 23,445,736 | \$ 24,141,420 | \$ 24,917,882 | \$ 25,689,010 | \$ 26,531,341 |
| Cash as a % of Net Fixed Assets | 24.1% | 16.2% | 15.9% | 16.5% | 3.5% | 1.9% | 5.5% |
| Debt as a % of Net Fixed Assets | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |

| | | | | | | | |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Accumulated Surplus is comprised of the following: | | | | | | | |
| Reserves | \$ 4,302,771 | \$ 3,176,126 | \$ 3,215,451 | \$ 3,420,918 | \$ 837,450 | \$ 473,239 | \$ 1,380,894 |
| Investment in Tangible Capital Assets | \$ 17,876,680 | \$ 19,634,467 | \$ 20,230,285 | \$ 20,720,502 | \$ 24,080,432 | \$ 25,215,771 | \$ 25,150,447 |
| Debt Outstanding | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total | \$ 22,179,451 | \$ 22,810,593 | \$ 23,445,736 | \$ 24,141,420 | \$ 24,917,882 | \$ 25,689,010 | \$ 26,531,341 |

The accumulated surplus increases from \$22.2 million to \$26.5 million due to an increase in tangible capital assets.

Reporting Requirements and Statements

Statement of Financial Operations—Wastewater

| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <u>Wastewater Total Revenues</u> | | | | | | | |
| Rate Revenues | \$ 2,013,228 | \$ 2,113,889 | \$ 2,219,584 | \$ 2,330,563 | \$ 2,447,091 | \$ 2,569,446 | \$ 2,697,918 |
| Miscellaneous Revenues | \$ 32,355 | \$ 32,963 | \$ 33,583 | \$ 34,216 | \$ 34,861 | \$ 35,519 | \$ 36,190 |
| Local Improvements | \$ 1,735 | \$ 1,735 | \$ 1,735 | \$ 1,735 | \$ - | \$ - | \$ - |
| Interest Revenue | \$ 21,566 | \$ 15,318 | \$ 5,819 | \$ 6,452 | \$ 2,376 | \$ 7,144 | \$ 11,567 |
| Proceeds from Other Sources | | | | | | | |
| Total Revenues | \$ 2,068,884 | \$ 2,163,906 | \$ 2,260,721 | \$ 2,372,965 | \$ 2,484,328 | \$ 2,612,109 | \$ 2,745,676 |
| <u>Water Total Expenses</u> | | | | | | | |
| <u>Operating Expenses</u> | | | | | | | |
| Administration | \$ 245,078 | \$ 251,205 | \$ 257,485 | \$ 263,922 | \$ 270,520 | \$ 277,283 | \$ 284,215 |
| Sewer Mains | \$ 143,823 | \$ 147,419 | \$ 151,104 | \$ 154,882 | \$ 158,754 | \$ 162,723 | \$ 166,791 |
| Service Connections | \$ 105,077 | \$ 107,704 | \$ 110,397 | \$ 113,156 | \$ 115,985 | \$ 118,885 | \$ 121,857 |
| Sewage Treatment Plant | \$ 664,532 | \$ 680,849 | \$ 697,567 | \$ 714,696 | \$ 732,245 | \$ 750,226 | \$ 768,649 |
| Total Operating Expenses | \$ 1,158,510 | \$ 1,187,176 | \$ 1,216,552 | \$ 1,246,656 | \$ 1,277,504 | \$ 1,309,117 | \$ 1,341,512 |
| <u>Debt Charges</u> | | | | | | | |
| Debt Charges - Interest Payments | \$ 48,778 | \$ 41,342 | \$ 33,449 | \$ 43,473 | \$ 35,089 | \$ 26,140 | \$ 16,585 |
| <u>Amortization Expense</u> | | | | | | | |
| Wastewater Assets | \$ 433,395 | \$ 465,203 | \$ 483,717 | \$ 503,212 | \$ 520,985 | \$ 534,237 | \$ 548,882 |
| Total Expenses | \$ 1,640,683 | \$ 1,693,721 | \$ 1,733,718 | \$ 1,793,341 | \$ 1,833,579 | \$ 1,869,494 | \$ 1,906,979 |
| Annual Surplus/(Deficit) | \$ 428,201 | \$ 470,184 | \$ 527,003 | \$ 579,624 | \$ 650,749 | \$ 742,615 | \$ 838,696 |

Currently there is a surplus of \$428,000. At the end of the plan (2017), there is a surplus of \$839,000 which provides additional funds for the replacement of assets.

Statement of Cash Flow/Cash Receipts—Wastewater

| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Total Revenues | \$ 2,068,884 | \$ 2,163,906 | \$ 2,260,721 | \$ 2,372,965 | \$ 2,484,328 | \$ 2,612,109 | \$ 2,745,676 |
| Cash Paid For | | | | | | | |
| Operating Costs | \$ 1,158,510 | \$ 1,187,176 | \$ 1,216,552 | \$ 1,246,656 | \$ 1,277,504 | \$ 1,309,117 | \$ 1,341,512 |
| Debt Repayment - Debt Interest | \$ 48,778 | \$ 41,342 | \$ 33,449 | \$ 43,473 | \$ 35,089 | \$ 26,140 | \$ 16,585 |
| Cash Provided From Operating Transactions | \$ 861,596 | \$ 935,388 | \$ 1,010,720 | \$ 1,082,836 | \$ 1,171,734 | \$ 1,276,852 | \$ 1,387,578 |
| Capital Transactions | | | | | | | |
| Acquisition of TCA | \$ 1,031,936 | \$ 1,260,906 | \$ 1,280,082 | \$ 1,152,725 | \$ 791,001 | \$ 904,414 | \$ 950,514 |
| Finance Transactions | | | | | | | |
| Proceeds from Debt Issues | | | \$ 450,000 | | | | |
| Debt Repayment - Principal | \$ (142,048) | \$ (149,457) | \$ (149,009) | \$ (133,901) | \$ (142,318) | \$ (151,285) | \$ (126,723) |
| Increase/(Decrease) in Cash Equivalents | \$ (312,388) | \$ (474,976) | \$ 31,628 | \$ (203,790) | \$ 238,415 | \$ 221,154 | \$ 310,341 |
| Cash and Cash Equivalents at Beginning Balance | \$ 1,078,312 | \$ 765,925 | \$ 290,949 | \$ 322,577 | \$ 118,787 | \$ 357,202 | \$ 578,355 |
| Cash and Cash Equivalents at Ending Balance | \$ 765,925 | \$ 290,949 | \$ 322,577 | \$ 118,787 | \$ 357,202 | \$ 578,356 | \$ 888,696 |

By the end of 2011, it is estimated that the reserves will be \$766,000. By 2017, with increased reserve contributions, the reserve balance is forecast to be \$889,000.

Statement of Financial Position—Wastewater

| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|---------------------------------|------------------|---------------------|--------------------|---------------------|---------------------|-------------------|-------------------|
| Financial Assets | | | | | | | |
| Cash | \$ 765,925 | \$ 290,949 | \$ 322,577 | \$ 118,787 | \$ 357,202 | \$ 578,356 | \$ 888,696 |
| Liabilities | | | | | | | |
| Debt - Principal Outstanding | \$ 693,903 | \$ 544,446 | \$ 395,437 | \$ 711,536 | \$ 569,218 | \$ 417,933 | \$ 291,210 |
| Net Financial Assets | \$ 72,022 | \$ (253,497) | \$ (72,860) | \$ (592,749) | \$ (212,016) | \$ 160,423 | \$ 597,486 |
| Non-Financial Assets | | | | | | | |
| Tangible Capital Assets | \$ 15,777,843 | \$ 16,573,546 | \$ 17,369,912 | \$ 18,019,425 | \$ 18,289,441 | \$ 18,659,618 | \$ 19,061,250 |
| Accumulated Surplus/Deficit | \$ 15,849,865 | \$ 16,320,049 | \$ 17,297,052 | \$ 17,426,676 | \$ 18,077,426 | \$ 18,820,041 | \$ 19,658,736 |
| Cash as a % of Net Fixed Assets | 4.9% | 1.8% | 1.9% | 0.7% | 2.0% | 3.1% | 4.7% |
| Debt as a % of Net Fixed Assets | 4.4% | 3.3% | 2.3% | 3.9% | 3.1% | 2.2% | 1.5% |

Accumulated Surplus is comprised of the following:

| | | | | | | | |
|---------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Reserves | \$ 765,925 | \$ 290,949 | \$ 322,577 | \$ 118,787 | \$ 357,202 | \$ 578,356 | \$ 888,696 |
| Investment in Tangible Capital Assets | \$ 15,849,865 | \$ 16,573,546 | \$ 17,369,912 | \$ 18,019,425 | \$ 18,289,441 | \$ 18,659,618 | \$ 19,061,250 |
| Debt Outstanding | \$ (693,903) | \$ (544,446) | \$ (395,437) | \$ (711,536) | \$ (569,218) | \$ (417,933) | \$ (291,210) |
| Total | \$ 15,921,886 | \$ 16,320,049 | \$ 17,297,052 | \$ 17,426,676 | \$ 18,077,426 | \$ 18,820,041 | \$ 19,658,736 |

The accumulated surplus increases from \$15.9 million to \$19.7 million due to an increase in reserve position and a decline in debt.

Appendix

Appendix A

Water Operating Budget

| | 2011 | | 2012 | | 2013 | | 2014 | | 2015 | | 2016 | | 2017 | |
|---------------------------------------|-----------------------|----|-----------------------|----|-----------------------|----|-----------------------|----|-----------------------|----|-----------------------|----|-----------------------|----|
| | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | |
| Revenues | | | | | | | | | | | | | | |
| Rate Revenues | \$ (2,320,765) | \$ | (2,436,803) | \$ | (2,558,643) | \$ | (2,686,576) | \$ | (2,820,904) | \$ | (2,961,950) | \$ | (3,110,047) | \$ |
| Other Revenues | \$ (52,232) | \$ | (52,787) | \$ | (44,536) | \$ | (45,113) | \$ | (45,703) | \$ | (46,304) | \$ | (46,917) | \$ |
| Total Revenues | \$ (2,372,997) | \$ | (2,489,591) | \$ | (2,603,179) | \$ | (2,731,689) | \$ | (2,866,607) | \$ | (3,008,253) | \$ | (3,156,964) | \$ |
| Expenditures | | | | | | | | | | | | | | |
| Waterworks Admin | \$ 316,238 | \$ | 324,030 | \$ | 332,016 | \$ | 340,199 | \$ | 348,584 | \$ | 357,177 | \$ | 365,982 | \$ |
| Water Service Connections | \$ 125,179 | \$ | 128,308 | \$ | 131,516 | \$ | 134,804 | \$ | 138,174 | \$ | 141,629 | \$ | 145,169 | \$ |
| Water Meter Maintenance | \$ 18,125 | \$ | 18,578 | \$ | 19,043 | \$ | 19,519 | \$ | 20,007 | \$ | 20,507 | \$ | 21,019 | \$ |
| Water Distribution System Maintenance | \$ 239,912 | \$ | 245,910 | \$ | 252,058 | \$ | 258,359 | \$ | 264,818 | \$ | 271,438 | \$ | 278,224 | \$ |
| Water Treatment Plant | \$ 555,696 | \$ | 575,098 | \$ | 589,476 | \$ | 604,212 | \$ | 619,318 | \$ | 634,801 | \$ | 650,671 | \$ |
| Water Storage Facility | \$ 130,865 | \$ | 134,971 | \$ | 138,345 | \$ | 141,804 | \$ | 145,349 | \$ | 148,983 | \$ | 152,707 | \$ |
| Debt | \$ - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ |
| Capital and Reserve Contributions | \$ 986,982 | \$ | 1,062,695 | \$ | 1,140,726 | \$ | 1,232,792 | \$ | 1,330,358 | \$ | 1,433,719 | \$ | 1,543,191 | \$ |
| Total | \$ 2,372,997 | \$ | 2,489,591 | \$ | 2,603,179 | \$ | 2,731,689 | \$ | 2,866,607 | \$ | 3,008,253 | \$ | 3,156,964 | \$ |

Long Range Financial Plan

Appendix A

Wastewater Operating Budget

| | 2011 | | 2012 | | 2013 | | 2014 | | 2015 | | 2016 | | 2017 | |
|-----------------------------------|-----------------------|----|-----------------------|----|-----------------------|----|-----------------------|----|-----------------------|----|-----------------------|----|-----------------------|----|
| | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | | OPERATING FORECAST | |
| Revenues | | | | | | | | | | | | | | |
| Rate Revenues | \$ (2,013,228) | \$ | (2,113,889) | \$ | (2,219,584) | \$ | (2,330,563) | \$ | (2,447,091) | \$ | (2,569,446) | \$ | (2,697,918) | \$ |
| Other Revenues | \$ (34,090) | \$ | (34,698) | \$ | (35,318) | \$ | (35,951) | \$ | (34,861) | \$ | (35,519) | \$ | (36,190) | \$ |
| Total Revenues | \$ (2,047,318) | \$ | (2,148,587) | \$ | (2,254,902) | \$ | (2,366,514) | \$ | (2,481,952) | \$ | (2,604,965) | \$ | (2,734,108) | \$ |
| Expenditures | | | | | | | | | | | | | | |
| Administration | \$ 245,078 | \$ | 251,205 | \$ | 257,485 | \$ | 263,922 | \$ | 270,520 | \$ | 277,283 | \$ | 284,215 | \$ |
| Sewer Mains | \$ 143,823 | \$ | 147,419 | \$ | 151,104 | \$ | 154,882 | \$ | 158,754 | \$ | 162,723 | \$ | 166,791 | \$ |
| Service Connections | \$ 105,077 | \$ | 107,704 | \$ | 110,397 | \$ | 113,156 | \$ | 115,985 | \$ | 118,885 | \$ | 121,857 | \$ |
| Sewage Treatment Plant | \$ 664,532 | \$ | 680,849 | \$ | 697,567 | \$ | 714,696 | \$ | 732,245 | \$ | 750,226 | \$ | 768,649 | \$ |
| Debt | \$ 190,826 | \$ | 190,799 | \$ | 182,458 | \$ | 177,374 | \$ | 177,407 | \$ | 177,424 | \$ | 143,308 | \$ |
| Capital and Reserve Contributions | \$ 697,982 | \$ | 770,612 | \$ | 855,892 | \$ | 942,484 | \$ | 1,027,040 | \$ | 1,118,423 | \$ | 1,249,288 | \$ |
| Total Expenditures | \$ 2,047,318 | \$ | 2,148,587 | \$ | 2,254,902 | \$ | 2,366,514 | \$ | 2,481,952 | \$ | 2,604,964 | \$ | 2,734,108 | \$ |

Long Range Financial Plan

Appendix B

Water Capital Budget

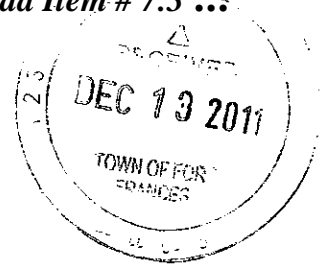
| 5-Year Capital Budget | 2012 Total Budget | 2013 Total Budget | 2014 Total Budget | 2015 Total Budget | 2016 Total Budget | 2017 Total Budget |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Water Distribution System | | | | | | |
| Replacing main line water valves/hydrants | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 |
| GIS Equipment and Mapping | \$ 4,916 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 25,000 |
| 2009-Phase 1 - Reconstruction - Scott Street - Reid Ave. to Colonization Rd. East | \$ 528,573 | | | | | |
| Phase 2 - Reconstruction - Scott Street - Reid Ave. to Colonization Rd. East | | \$ 464,924 | | | | |
| Installation of Residential Water Meters & Backflow Preventors | | \$ - | | \$ 933,308 | \$ 933,308 | |
| General Miscellaneous Tools/Equipment | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| Front Street - East of Crowe to South of Scott Street - 1355 meters | | | | \$ 468,897 | | |
| Upgrades to Water Distribution System as a result from Infiltration & Inflow Study | | \$ 400,000 | \$ 400,000 | \$ 400,000 | \$ 400,000 | \$ 400,000 |
| 2nd Street- Central Ave to Armit Ave- 831 meters | | | \$ 511,634 | | | |
| 5th Street- Wright Avenue to McIrvine Road - 823 meters | | | | \$ 2,000,038 | | |
| 3rd Street East - Minnie Ave. to Colonization Road East- 470 meters | | | | | \$ 289,372 | |
| 3rd Street East - Victoria Ave. to Portage Ave. - 220 meters | \$ 434,481 | | | | | |
| Modelling of Water System | \$ 30,000 | | | | | \$ 20,000 |
| King's Hwy. - Pit Rd. 1 to 185 m east of Danial Ave. (740 m) | \$ 917,425 | | | | | |
| Water Treatment Plant | | | | | | |
| Miscellaneous Small Capital Equipment | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| Replace WTP Boiler with two High Efficiency Boilers | \$ 90,000 | | | | \$ 12,000 | |
| Replace Gas Chlorinator | | | | | | |
| Installation of VFD Electrical Motor for High Lift Pumps | \$ 60,000 | | | | | |
| Sealing & Painting of Interior & Exterior of Clear wells | | | \$ 25,000 | \$ 25,000 | | |
| Upgrades and Repairs to Back-up Polymer Chemical Feed System | \$ 10,000 | | | | | |
| Sealing & Painting of Interior Media Filters | | | | | \$ 25,000 | \$ 25,000 |
| Installation of a Back-up Generator | | \$ 120,000 | | | | |
| Replace/Upgrade Soda Ash Dust Control System | | \$ 25,000 | | | | |
| Replace Cl2 & Fluoride Analyzers | \$ 30,000 | | | | | |
| Rebuild clarifier drive system | \$ 20,000 | | | | | |
| Office Upgrades - flooring, painting, equipment, etc. | | | | | | \$ 25,000 |
| Water System | \$2,275,395 | \$1,164,924 | \$1,091,634 | \$3,982,243 | \$1,814,680 | \$ 645,000 |

Long Range Financial Plan

Appendix B

Wastewater Capital Budget

| | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|--|--------------|--------------|--------------|------------|------------|------------|
| | Total | Total | Total | Total | Total | Total |
| 5-Year Capital Budget | Budget | Budget | Budget | Budget | Budget | Budget |
| Sanitary Sewer System | | | | | | |
| Sanitary Sewer Collection System | | | | | | |
| Sanitary Sewer tools and Equipment | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| Upgrades to the Portage Ave. Underpass Storm Sewer System | \$ 133,334 | | | | | |
| GIS Equipment and Mapping | \$ 2,458 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 10,000 |
| Refurbishing Sanitary Manholes | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| 2009- Phase 1 - Reconstruction - Scott Street - Reid Ave. to Colonization Rd. East | \$ 343,058 | | | | | |
| Phase 2 - Reconstruction - Scott Street - Reid Ave. to Colonization Rd. East | | \$ 367,821 | | | | |
| 2009 Infiltration & Inflow Study | \$ 100,000 | | | | | |
| Upgrades to Sanitary Sewer Collection System as recommended from Infiltration & Inflow Study | | \$ 450,000 | \$ 450,000 | \$ 450,000 | \$ 450,000 | \$ 450,000 |
| 2nd Street- Central Ave to Armit Ave- 831 meters | | | \$ 511,634 | | | |
| 5th Street- Wright Avenue to McIrvine Road- 823 meters | | | | \$ 149,787 | | |
| 3rd Street East - Minnie Ave. to Colonization Road East- 470 meters | | | | | \$ 265,275 | |
| 3rd Street East - Victoria Ave. to Portage Ave. - 220 meters | \$ 439,057 | \$ 260,741 | | | | |
| 3rd Street East - Armit Ave. to Crowe Ave. 232 meters | | | | | | \$ 302,000 |
| Sewage Treatment Plant | | | | | | |
| Miscellaneous Capital Upgrades | \$ 183,000 | \$ 138,520 | \$ 128,091 | \$ 128,214 | \$ 126,139 | \$ 128,514 |
| Sanitary Sewer System | \$ 1,260,906 | \$ 1,280,082 | \$ 1,152,725 | \$ 791,001 | \$ 904,414 | \$ 950,514 |



TOWN OF FORT FRANCES **ADMINISTRATION & FINANCE DIVISION** **TREASURY REPORT 2011/154**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 13, 2011
SUBJECT: Safe Communities Rainy River District 2011/12 Financial Request

BACKGROUND

The request from the Safe Communities - Rainy River District (Rainy River Valley Safety Coalition) requesting continuation of per capita funding was referred to the Administration & Finance Executive Committee for recommendation.

The Safe Communities Rainy River District (Rainy River Valley Safety Coalition) is requesting continuation of the \$0.50 per capita funding for safety related programming endeavors to help communities become safer for all citizens. Based on our population of 8,103, the per capita funding would be in the amount of \$4,051.50 for 2012. The per capita amount is presently a budget line item in the Corporate section of the 2012 Preliminary Operating budget.

RECOMMENDATION

The Administration & Finance Executive Committee recommends Council approval of the 2011/12 \$0.50 per capita financial request received from the Safe Communities Rainy River District (Rainy River Valley Safety Coalition) in the amount of \$4,051.50 be included in the 2012 operating budget.

Council Approval of This Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve the 2011/12 Safe Communities Rainy River District (Rainy River Valley Safety Coalition) \$0.50 per capita financial request in the amount of \$4,051.50.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Dec 14 /11
Date:

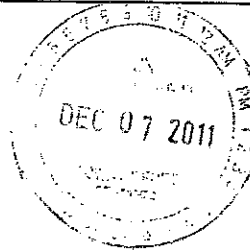
M. McCaig
M. McCaig, Administrator



P.O. Box 124, Fort Frances, ON. P9A 3M5
Ph: 807 275 9544, Fax: 807 274 2643
Safety.grace@gmail.com

December 01, 2011

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



Dear Mayor and Council:

On behalf of Safe Communities Rainy River District, I would like to thank you for your support for the 2011 year. The group looks forward to our challenges for the new year. We look forward to continuing existing programs and developing new and exciting programs promoting both healthy and safe lifestyles for the district.

Attached is our 2010/2011 annual report. We request your consideration for the continuation of funding of \$.50 per capita for 2011/2012 programming endeavors, which help our communities become a safer place to live, learn, work, and play.

In addition to the programs listed in our Annual Report, there are multiple small day to day activities promoting safety and the group continually looks into new funding opportunities we may access to make a successful program for our district partners. We are competing with more applications and fewer available dollars which makes it more difficult each year. We strongly feel acquiring extra dollars for our community effort provides additional resources, programs, and sustainability for our safety efforts and will keep this endeavour a top priority.

Our website continues (www.safetycoalition.com) to market the programs that we are involved in as well as partners and links to various organizations throughout the region providing.

If you have any questions, please do not hesitate to give us a call. We would like to thank you in advance for your support.

Sincerely

Peggy Loyie
Peggy Loyie, Chair

Safe Communities Rainy River District

- ☒ OK *Refer to Administration and Finance Executive Committee for recommendation*
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Dec 8, 2011

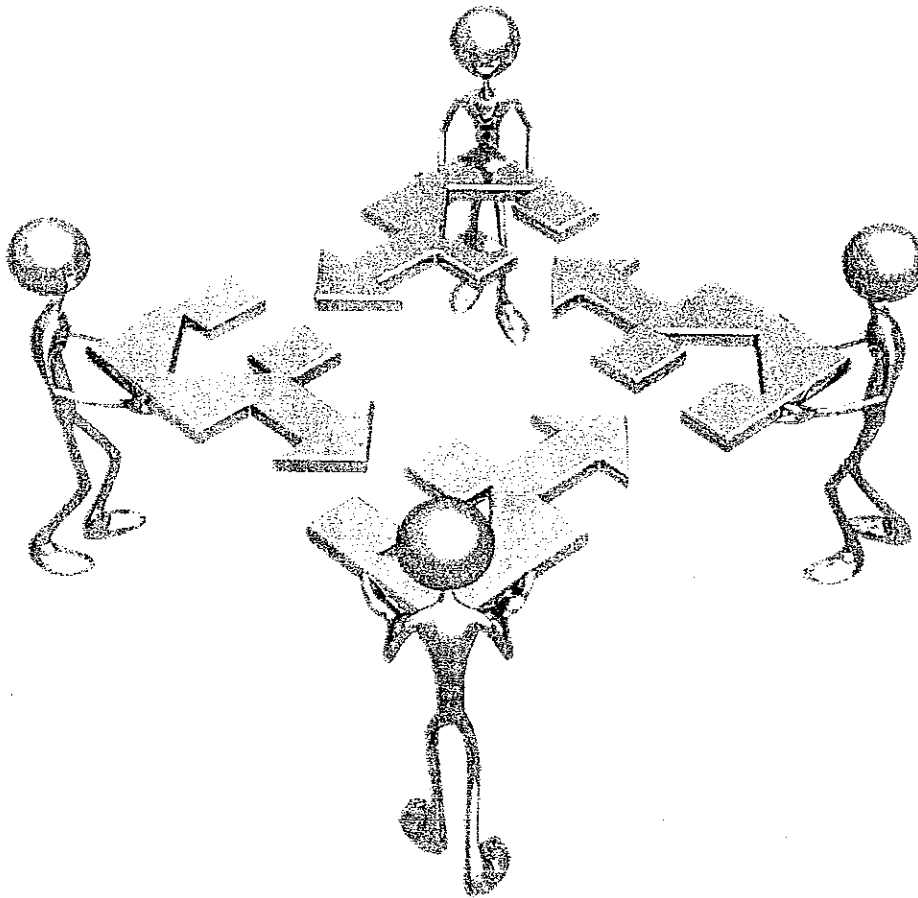
Together we can make our District the safest pl

Date:

M. McCaig
M. McCaig, Administrator



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2010-2011 SAFE COMMUNITIES RAINY RIVER DISTRICT ANNUAL REPORT

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SAFE COMMUNITIES RAINY RIVER DISTRICT ANNUAL REPORT

Board of Directors for 2010/2011

| | |
|------------------------|------------------|
| <i>Peggy Loyie</i> | <i>Chair</i> |
| <i>Bob Swing</i> | <i>Co Chair</i> |
| <i>Judith Lindholm</i> | <i>Secretary</i> |
| <i>Gerry Armstrong</i> | <i>Director</i> |
| <i>Freeda Carmody</i> | <i>Director</i> |
| <i>John Beaton</i> | <i>Director</i> |
| <i>Becky Holden</i> | <i>Director</i> |
| <i>Felix Blasky</i> | <i>Director</i> |
| <i>Anne McCoy</i> | <i>Director</i> |

Grace Silander

Administrative Coordinator

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SAFE COMMUNITIES RAINY RIVER DISTRICT ANNUAL REPORT



Safe Communities Rainy River District

Annual Report Notes from the Chair

It's hard to believe that a year has passed already, time marches on, and I find hard to keep up with the band so to speak.

This was my first year as chair and I have to say it started out as a very busy year. Safe Communities was very involved with the administration of the Safe Schools Threat Assessment training that took place in May of 2011. This was a huge project that was not only huge administratively but also a huge success. Thank you Anne for bringing us onboard. Just as the Safe Schools project was taking off the Substance Abuse Prevention program was phasing out, this also required some administrative attention. All and all it was a good learning experience for me.

Grace continues to represent us so well at all levels. I owe you a debt of gratitude for assisting me with the task of chairing this committee /board. As you may have already heard or will hear at this meeting, we have once again achieved the distinction of being recognized nationally as a *Safe Community* by achieving a perfect community scorecard.

We need to look forward and work together to address our challenges; the most daunting at this time is our financial challenge. Together we will come up with some viable solutions.

Thank you all for your support of Safe Communities Rainy River District; as I often mention, I participated on the Safety Coalition many years back, and when I think of discussion that took place then and the focus that SCRDRD has now, I am amazed and so proud to be a part of the movement.

Thank you again Grace, your hard work and perseverance continues to amaze me.

Sincerely

Peggy Loyie, Chair

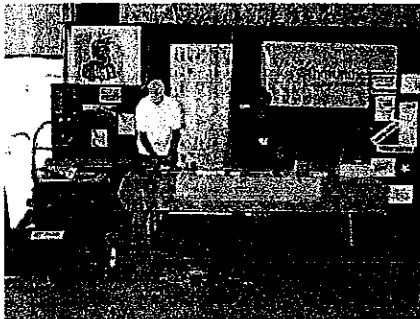
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Coordinator's Comments



As our 2010/2011 Safe Communities Rainy River District year draws to a close, it is once again time to reflect on our efforts, and gather a synopsis of our achievements. There has truly been a collaborative effort in safety, and we have experienced both achievements and challenges over the past year. Although not all our programs are included within this annual report, it gives us all the opportunity to celebrate some of our efforts and put these achievements to paper to share with the world.



Safe Communities Rainy River District hosted a booth at the Emo Fall Fair again this year. Many inquiries were addressed, and healthy programs were promoted.

Special thank you to the Municipalities and First Nation Communities who continue to support our endeavours. Gradually we are seeing safety becoming part of daily activities, and not a responsibility of others.

One of our biggest projects this past year was our Proceeds of Crime program which targeted Substance

Abuse. This program under the coordination of Hugh Dennis has indeed taken flight with some of our First Nation Communities have implemented programs of their own to face this challenge. Good Luck to these communities, and congratulations in your leadership.

All our partners must be commended on the program delivery again this year. Once again our partners reached target groups of all ages and focused on identified priorities and risk factors throughout the district. Our programs met the criterion of both Safe Communities Canada and the World Health Organization and Safe Communities Rainy River District achieved a perfect score for Attributes of Canadian Safe Communities and Indicators for International Safe Communities. I urge you to visit our website <http://safetycoalition.ca> to view the report card or read about activities that are ongoing throughout the District.

Reflecting on our accomplishments has overwhelmed me with pride. What we have accomplished with so little dollars is a tremendous feat. Grant funding is getting very difficult to access, yet we once again have put more dollars into our programs than we have managed to secure. If you are reading this report, you see the wonderful programs and teachings delivered within the Rainy River District; I hope you will decide to make a donation to help in our safety endeavours continue, or come out and volunteer in one of our programs. It truly is a rewarding experience.

Respectfully Submitted

Grace Silander

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[SAFE COMMUNITIES RAINY RIVER DISTRICT ANNUAL REPORT]



516 Portage Avenue

PO Box 752 Fort Frances ON P9A 3N1

www.unfc.org

(807) 274-8541

Safe Communities Rainy River District

September 2011

On behalf of the United Native Friendship Centre (UNFC) I wish submit our Annual Report.

The UNFC promotes safety through the following initiatives:



- Our Health & Safety committee consists of 7 members covering 3 sites who actively ensure our safety practices and buildings are up to date;
 - UNFC staff completed First Aid/CPR training with John Beaton; all who participated really learned a lot through John's related experiences and hands-on demonstrations;
 - Annual safety/fire/security inspections and monthly sites inspections are completed;
 - The health and safety policy was updated this year;

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- Throughout the year our staff carried out and/or participated in various promotions such as:

| | | |
|--------------------|--|-----------------------------|
| Rachel's Challenge | Mothers Against Addictions | Women's Health Symposium |
| Medicine Walks | Community Youth Justice | National Day of Remembrance |
| Stuff-a-Cruiser | Healthy Living Program | Young Women's Symposium |
| Sobriety Walk | Water Walk | Veteran's Day |
| Powwow | | |
| FASD Day | Breakfast Buddies program at St Michael's School | |

- UNFC staff belongs to multiple Boards and committees including:

Safe Communities-RRD, RRD-Substance Abuse Prevention Team, Homelessness Committee, Elder Abuse Committee, Coming Together for Kids Coalition, Victims Services Board, Health Access Centre Board, Domestic Violence Court Advisory Committee, Diversity Committee, Native Housing Board, Legal Clinic Board, Justice Coordinating Committee, Best Start Network, Sixth/Webster Outreach, Walk for Good Life, Community Garden, and Interagency.



It's been great being part of Safe Communities Rainy River District's collective of partners helping the community.

Sincerely,

Judith Lindholm,

UNFC Program Director

2010-2011

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RIVERSIDE HEALTH CARE FACILITIES INC.

"CONNECTING COMMUNITIES – COMMITTED TO CARING"

PARTNER REPORT FOR THE

SAFE COMMUNITIES RAINY RIVER DISTRICT ANNUAL REPORT

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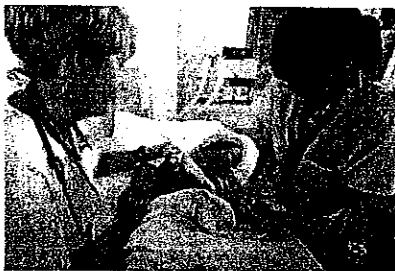
Riverside Health Care Facilities Inc. is pleased to provide an annual report to the Safe Communities Rainy River District, with whom we have enjoyed a longstanding partnership. Our partnership with the Safe Communities has been both beneficial and complementary to our organization.

--" To provide quality patient care with a commitment to clinical achievement, safety and enthusiasm to assure the best possible health care"

--" To support a safe and healthy work environment where each person is valued and respected and where personal and professional growth is encouraged"

--To respond to community health care needs and providing creative, ongoing community support initiatives"

Riverside Health Care Facilities provides primary, secondary, long-term care and community health services at our four health care facilities across the Rainy River District. While this past year has involved some changes internally, we have been focusing our efforts on standardizing safety programs, consistency of processes throughout our facilities and expanding our services. Riverside promotes a safe and healthy environment through various working groups and committees:



QUALITY MANAGEMENT is an avenue for improving processes, reducing and/or eliminating adverse events for the patients and staff to ensure quality safe patient care. Satisfaction surveys are one avenue we use to elicit feedback on how our patients/residents/clients perceive the services we provide.

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Riverside continues to adapt best practice guidelines and looks for continual quality improvement. Staff members receive continual updates and education on changes to policies, procedures and best practices.

OCCUPATIONAL HEALTH AND SAFETY remains a part of our everyday life at Riverside. By October 2011, we will have completed our certification training both basic and site specific, which ensures we have the knowledge and commitment to oversee safety processes and a safe environment. Presently, we have three staff that are certified trainers to provide Non-Violent Crisis Intervention in-services to staff at all facilities. NVCI certification training will be offered in December 2011 and Riverside is committed to training additional staff. In response to the changes on the Occupational Health and Safety Act pertaining to Violence in the Workplace, Riverside has ensured its policies and procedures address bullying, harassment and workplace violence. All staff are completing on-line modules through Discovery Campus on Violence in the Workplace, and have found this form of education delivery helpful in ensuring all staff meet training requirements. We have continued to update and expand on our "Workplace Safety Handbook" which received recognition during our last Accreditation in October 2009.

INFECTION CONTROL efforts continue to focus on the importance of Hand Hygiene to reduce infection and the spread of disease. We have adopted the program "Just Clean Your Hands", and for Infection Control Week will be again traveling to all sites to demonstrate/talk with front line staff. Alcohol based hand-sanitizers have been installed throughout all of the facilities at point of care. Literature, public service announcements and posters in all our facilities help to educate our patients/residents/clients and visitors to the importance of protecting themselves from infection. We will begin our annual influenza immunization campaign for staff in October 2011.



PATIENT SAFETY is an essential in the delivery of quality, safe care. Our wallet sized medication recorders continue to be available throughout the District at Clinics, Health Centers, Retail pharmacies and other health care providers. Patient safety continues to be a key component in the Accreditation processes that Hospitals undergo. Riverside Health Care Facilities will be undergoing their next accreditation in October 2012. Riverside participated in the Senior's Wide Falls Prevention Program which was completed in March 2011. Our Falls Prevention team consisting of front line staff, managers and Improvement facilitators continue to meet. We continue to monitor and report our statistics, with the goal of reducing the number and severity of falls at all our facilities. Canadian Patient Safety Week is October 31st-November 4th, 2011. Promotional products have been ordered for all facilities to signify

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Patient Safety Week. The Director of Patient Safety will be visiting all of our facilities to speak with front line staff and stress that "Patient Safety is everyone's job".

Riverside Health Care Facilities Inc. values our partnership with the Safe Communities Rainy River District. We will continue to provide support and resources to the Substance Abuse Prevention Team (S.A.P.T.) and the Party program. The Emergency and Diagnostic Imaging Department staff are dedicated to participating in this valuable program for the young people of the District. Riverside is committed to ensuring the safe health care services and programs for the communities we serve. We look forward to an exciting new year full of challenges and opportunity.

For further information please contact:

Felix Blasky (807) 274-4818 or f.blasky@rhcf.on.ca

Gienna Morand (807) 274-5603 or g.morand@rhcf.on.ca

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Safe Communities Rainy River District CN Rail Safety Initiatives



Safe Communities Rainy River District Traffic Safety Partners have been very busy in the Fort Frances area promoting both traffic and rail safety initiatives.

One initiative was teaching the younger children proper crossing techniques at the intersections utilized for routes to and from school. We worked closely with the Boards of Education to deliver programs promoting active participation at crossings and our senior partners reinforced the safety messages working closely with local OPP in the classroom settings.

For our local drivers, pamphlets and traffic safety messages were personally delivered by the OPP partners, and Safe Community Rainy River District keychain flashlights were handed out to reward motorists complying with the speed zones.

Pamphlets and frequently asked question sheets were developed from the "Safe Kids Canada Pace Car Information" and packaged for distribution with the School information mail which targeted the family unit.

Colouring sheets were given to teachers for the K-Grade 4 classes to teach safe crossing for both rail systems and intersections.

Success & Challenges

Our "Ticket or Teach" was piloted last year in the JW Walker School to set the foundation for future Ticket and Teaching across our District.

This program gave speeders, who would normally receive a warning for speeds travelled, the opportunity to receive a teaching session rather than a ticket. Higher speeds were ticketed immediately and without a choice. JW Walker students developed a video to deliver their messages requesting drivers to slow down and OPP and SCRRO had power point presentations for the teaching sessions.

There was a communications gap between Safe Communities Rainy River District and the Town of Fort Frances which resulted in negative feedback regarding our teaching portion of the program.

We continued to work on this issue and decided the "Ticket or Teach Program" would be suspended while we put our efforts forward in a collaborative environment to work out a win-win solution.

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Together we have succeeded in achieving a "Community Safety Zone" in our west end risk area.

Now that our community has been successful and is once again working closely with our community leaders, it is extremely important to keep this momentum going. There is one more school area that needs to be targeted in Fort Frances, as well as schools within our District.



Speeds will be monitored closely, and data will be collected to evaluate the effectiveness of our new Community Safety Zone.

We will continue and enhance with our communication tools and methods of reaching the public. Working closely with the faculty and student bodies of the schools will keep our movement alive and growing. Listening to the students can and will keep us on track with our programming decisions.

Future Initiatives

We are looking forward to yet another challenge in the children safety, and adult education relating to traffic congestion during the times of delivering to and picking up from schools. There are numerous risk factors for the kids, and our next challenge is to address this area of concern. While researching this risk, we have identified the "Kiss and Ride" concept as a possible future program and have started the planning process and are working on a grant application for this endeavor.

Priority Initiatives

Our number two priority for the Rainy River District is Motor Vehicle incidents. Our traffic endeavours fit very nicely in addressing our priorities.

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Rainy River District OPP Detachment Area

Annual Report 2010 for the

Rainy River District Safe Communities

Overview:

The Rainy River District is a large area in the North West Region that contains hundreds of accessible bodies of water, several Provincial highways and many communities. These geographical factors continue to present the biggest challenge for policing in the District. The communities of Fort Frances and Atikokan are under policing contracts. The OPP also provides non-contract policing services to the municipalities of Alberton, Lavallee, Emo, Chapple, Morley, Dawson, Lake of the Woods and Rainy River.

Rainy River District OPP 2010/11 Results:

1. D.A.R.E. program taught in all grades five/six classes within the Rainy River District Board of Education and the Northwest Catholic District School Board. For the 2011/12, in response to a survey with the Rainy River District school boards, the OPP will transition towards a new curriculum pertaining to online safety/bullying that includes the elements of digital citizenship. The new program is called Respect Technology.

2. The Rainy River District OPP Detachment is an active member of the Rainy River District Substance Abuse Prevention Team (previously the Opiate Task Force). As a member of this committee, the Rainy River District Detachment is committed to drug education through Community Service initiatives that help bring awareness of the drug misuse, local trends and liaise with community organizations. OPP Drug Enforcement is facilitated through the Community Drug Enforcement Team (CDAT). The CDAT is dedicated to investigating drug misuse on a local level and consists of one full time OPP drug enforcement officer working locally in the Rainy River District to investigate drug trafficking, help develop informants and conduct drug presentations. Since its inception, the CDAT has successfully investigated. In the last two years, CDAT has investigated a number of drug related incidents throughout the Rainy River District and surrounding First Nations territories.



The statistical results of these investigations over the two year period are as follows:

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24 CDSA Search Warrants
 2 General Warrants
 1 Tracking Warrant
 115 CDSA charges
 50 Criminal Code charges
 38.55lbs of cannabis marihuana bud
 746 marihuana plants
 840.5prescription narcotics
 \$24, 500 in CDN and US currency
 32 firearms and three prohibited devices
 41 grams of cocaine
 Small amounts ecstasy and hashish

3. The Rainy River District OPP has partnered with the Northwest Health Unit and the Older Adults Mental Health program to help create Seniors and Law Enforcement Team (SALT). Over the past year, there have been 98 seniors who have registered to participate in this committee. *S.A.L.T is a voice to advocate for action to ensure that seniors live in a healthy, safe, enjoyable and vibrant community. The team acts as a communication link between seniors and services providers, increase awareness of services for seniors and support seniors in the community.* Since its inception, SALT has organized their committee, partnered with the Safe Communities to facilitate funding opportunities, created their own website and monthly newsletters, created a sub-committee to focus on the identified need of Assisted Living (Assisted Living Action Group), attending training sessions to facilitate Elder Abuse Awareness presentation, attended training for Restorative Justice facilitation. In addition, they host regular "Salt Shaker" events for seniors to get seniors involved in educational opportunities, physical activities to keep seniors active and meet monthly to engage seniors to help service providers identify needs.

4. Summer student employment opportunities for students between the ages of 15 to 29 years of age. Duties include marine patrol, highway patrol, crime prevention and general assistance to patrol officers. For the summer of 2010/11 the OPP hired three full time summer students. OPP Summer Student program was designed for students to implement bicycle rodeos throughout the Rainy River District. The OPP teamed with Emo Township, the Northwestern Health Unit, The Town of Fort Frances and the Rainy River District Community Policing Committee to help educate young children about bicycle safety and the importance of wearing a helmet while riding their bicycles. Over 150 children went through the bicycle rodeo course, had their bicycles inspected and all participants received a prize.

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The Rainy River Community Policing Committee donated prizes for the participants. Secondly, the OPP Summer coordinated the Positive Tickets program offering coupons for free ice cream for those kids found wearing their bicycle helmet. This OPP program was in partnership with the Town of Fort Frances.

5. The OPP is working in conjunction with Safe Communities Rainy River District towards reducing the number of motor vehicle collisions through education and enforcement initiatives. The large percentage of the District motor vehicle collisions are attributed to wild animal strikes. Collisions during inclement weather are also frequent, and can be prevented by adjusting driving habits. As vehicles are manufactured with more safety features and drivers improve their driving behaviour, the seriousness of collisions has been reduced. Nevertheless, the frequency of collisions in the District has remained constant for the past 4 years. There will always be the need to make our roads safer. Police visibility on area roadways and the enforcement of the "Big Four", impaired drivers, aggressive drivers, seat belt compliance and distracted driving, will be the focus of our enforcement and educational efforts over the next 3 years.



6. R.I.D.E. (Reduce Impaired Drivers Everywhere) officers conduct directed patrols aimed at impaired drivers. The Rainy River District Community Policing Committee is helping to bring awareness to the issues concerning impaired driving through media campaigns.

7. Provincial Seat Belt Campaigns are conducted routinely. Locally, officers focus on compliance of seat belt use, conducting seatbelt surveys and proactive initiatives to increase seatbelt usage.

8. Upon request, Community Service Officers will conduct infant car seat presentation at prenatal classes at Riverside Health Care Hospital in conjunction with Northwest Health Unit. The Rainy River District OPP has one officer with a Child Restraint Installation Instructor certificate.

9. Marine patrol on area waterways promoting safe boating and awareness.

10. Presentations given upon request to various clubs, organization and students pertaining to Online Safety, Elder Abuse, Fraud, Theft, Bullying & Cyber-bullying, Pre-school age children safety presentations, Crime Stoppers, Impaired Driving, P.A.R.T.Y. Program, Bicycle Safety, OPP Detachment Tours, Bicycle Rodeos, Driver Education, Travelling Alone and Drug Awareness.

11. Officers regularly update the public through media releases, public service announcements and media campaigns concerning various public safety, policing initiatives and police enforcement results.

12. Drinking and Driving Simulator car presentations provided upon request.

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13. The OPP attended the Fort Frances Home and Leisure Show in April 2011. Informational booths may be provided upon request upon officer availability.

14. The OPP is continuing to support the Rainy River District Celebrating Diversity Committee. A committee initiated by the OPP, to promote dialogue between various leaders of our community and determine how we can partner together to develop proactive initiatives to celebrate the Diversity within our District. The committee was designed to help develop strategies to support the wealth of differences within our District and is designed to educate members and then take the initiative to help support differences in our society including culture, age, disabilities, gender, race, those receiving public assistance (in accommodation), sexual orientation, ethnic origin, etc. Over the past few years, the Committee has grown to include support from all municipal communities within the Rainy River District and continues to meet on the first Wednesday of the month at noon at the Fort Frances Library and Technology Centre to build strategies to promote diversity. For the 2011/12 year, the OPP helped submit a successful grant proposal that resulted in funding for a project called Respect-It Lives Here. The project will involve committee members facilitating discussions through local business, organizations and committee to bring awareness to inclusiveness, respect, recognizing personal biases and the importance of being accountable for personal behaviour.



15. In October, OPP teamed with Family and Children's Services and Safe Communities Rainy River District to deliver Operation Safe Halloween. The glow sticks act as a night light that can be worn by children as they trick-or-treat to make themselves more visible to motorists. Children were given Safe Halloween messaging and activities through newsletters, educational activity sheets, media campaigns and police attending the schools to ensure everyone between pre-school and grade 8 received a glow stick and safety tips.

Conclusion:

The Ontario Provincial Police is pleased to be a partner of the Rainy River District Safe Communities. The OPP continues to engage in ongoing discussions and consultations with our community partners throughout the year in the Rainy River District. The information and insight gained through these partnerships assist us in understanding what our local policing priorities are.

The OPP wishes thank the members of the Rainy River District Safe Communities for their continued support in helping to make the Rainy River District a safe place to live, play and work. Together, we are making a difference.

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2010- 2011 Annual Report



A number of campaigns were done throughout the year.

One was on distracted driving involving a number of different ways to deliver the message. At the Ft Frances trade show a booth was sent up including a pull up sign (Zip It Lock It) and cell phone condoms were handed out. As part of this the S.I.D.N.E. go cart and hands on educational tools were utilized to give the public the message about the hazards of distracted driving.

Six bike rodeos were facilitated by OPP Youth in Policing Initiative Summer Employment program. Education in bike and road safety, helmet use with prizes awarded.

In partnership with B93, public service announcements were given focusing on distracted driving.

Rachel's Challenge was given financial assistance.

During June, we partnered with OPP for a week long youth camp at Sunny Cove which was very successful.

Goals for the future are a new logo and website is being designed which will offer resources, current information, events and contact information

New members are always welcome.

John Beaton, Chair

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The Northwestern Health Unit (NWHU) continues to be an active partner and strong supporter of the community work accomplished by members of Safe Communities- Rainy River District. In 2011, several initiatives were implemented to support mutual injury prevention mandates and community mobilization efforts of Safe Communities, NWHU, and its partners.

- **Community Engagement Meetings-** In 2011, the NWHU completed a series of community planning meetings across the Rainy River District. The purpose of the meetings was to engage stakeholders, identify community-based health promotion priorities and collaborate on common health goals. Reports for each community are available now available: <http://www.nwhu.on.ca/programs/health-promotion-reports.php>
- **Atikokan receives funding from Safe Kids Canada to promote Safe Kids Week-** Atikokan's Next Generation Committee planned a community event that involved a free pancake breakfast, information dissemination and a car seat inspection clinic. The remaining funds purchased car seats that will be distributed to low income families on an as needed basis. 50 people participated in the event.
- **SAGES-** is a 10-week falls prevention program that includes safe and gentle exercises for seniors, nutrition breaks as well as information sessions. The Northwestern Health Unit continues to provide support, training and resources for SAGES. SAGES was offered to seniors and older adults in Rainy River and Barwick.
- **Fort Frances network mapping project-** network mapping is a methodology used to visualize and interpret connections within a group or network to strengthen its work and effectiveness. One of the findings: "Your maps show substance abuse, mental health promotion and injury prevention very well integrated, which is an area of strength". The final map included 8200 links between people, making this one of the largest maps among Healthy Community Partnerships across the province.
- **Car Seat Safety-** approximately 60 new parents, enrolled in prenatal classes in Fort Frances, participated in education sessions about car seats and proper use and installation. The health unit continues to provide regular car seat inspections for parents and services providers.
- **NWHU Youth Action on Drugs (YAD) Project-** conducted a survey among grade 7-12 students in communities across the region. The purpose of the survey was to determine how risky or harmful students think substance use may be; how common they think substance use is among youth in their community; what types of social media young people currently use most to access health related information; and how students feel about their community.
- **Active and Safe Routes-** funding was received to complete the Phase II Implementation Study. Plans are taking shape and partners are working together to increase education and implement a diverse infrastructure system that supports safe and active travel throughout the Town of Fort Frances.

We look forward to continuing our membership with Safe Communities-Rainy River District and maintaining quality injury prevention planning and programs across the entire District.

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Fort Frances Fire & Rescue Service Fire Prevention & Public Education Annual Report 2011

Overview:

Fort Frances Fire & Rescue Service (FFFRS) continues to provide education in Fire and Life Safety throughout the Community and the Rainy River District. We are dedicated to ensuring the highest level of programming and delivery techniques are utilized when imparting educational material necessary for residents to keep safe.

History:

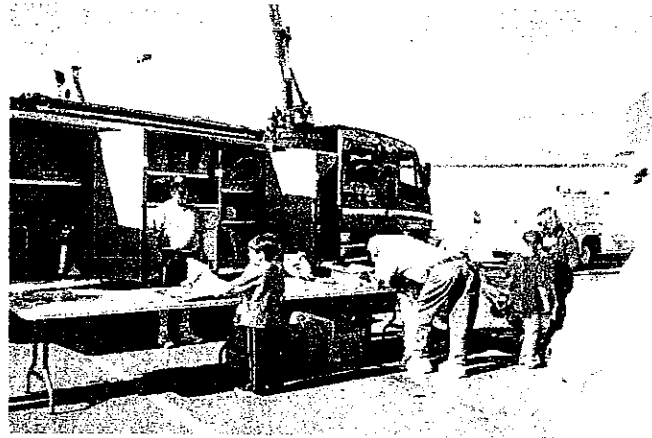
In previous years, Fort Frances Fire & Rescue Service has been very active in achieving the safety needs of the Community and District and 2011 was no exception. While continually analyzing local safety issues, the FFFRS continues to develop, implement, deliver and evaluate all programs to ensure we maintain quality safety initiatives.

Present Community Awareness and Activities:

A number of comprehensive programs are presently being offered and delivered in the Community. These programs are directed at what are considered to be groups at higher risk to fire and other safety concerns. For example, Risk Watch is promoted in elementary schools to help young persons make smarter choices in eight separate categories of safety. Older Adults are provided education through group discussions and programs such as Older & Wiser. Fire Prevention Week provides the advertised opportunity to reach all age groups in between with general fire safety messaging on topics such as safe cooking, candle safety and safe use of smoking material.

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Spring Fire Safety Day 2011 at Canadian Tire – local firefighters

Developed programs presently offered by the FFRS are as follows:

- Risk Watch for elementary schools
- TAPP-C The Arson Prevention Program for Children
- Fire Station Tours with general fire safety messages geared to age
- School Fire Safety & Exit Drill Practices
- "Alarmed For Life" Smoke Alarm Program
- Fire Prevention Week Activities and Awareness Displays/Presentations
- Commercial & Industrial Fire Safety Plan Staff Training
- Fire Safety Training for Staff in Health Care Facilities
- Fire extinguisher training for the workplace
- Routine Fire Safety Inspections/Inspections upon complaint and request
- General Fire Safety Public Service Announcements

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Fire Safety Specialist Wayne Riches on a school visit

Photo Courtesy Fort Frances Times

2011 Results:

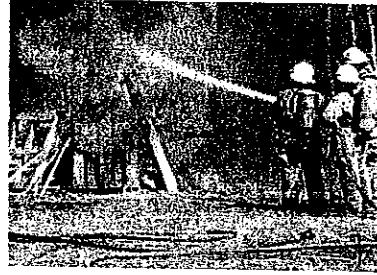
- Anticipate completing the required annual Fire Safety Inspections of 165 commercial and industrial establishments within the TOFF
- Approximately 240 students and 58 teachers/adults were involved in fire station tours or received presentations on fire safety within their schools throughout 2011
- Approximately 520 JK – grade 3 students in our community were spoken too by staff of the Fire Department during Fire Prevention Week
- We continue to provide Staff training sessions regarding workplace Fire Safety to many Commercial and Industrial Occupancies within Fort Frances and outside the Community
- Fire extinguisher training continues for many workplace employees within Fort Frances (including TOFF staff) and the request for Fire Department training continues to increase
- The Fire Department continues to utilize a variety of safety related public service announcements, having aired on the local radio stations and in the local paper
- Older Adult Fire Safety sessions continue to be delivered at Senior Housing Complexes
- The recently revised Risk Watch Program is continuing in the District School System
- The Fire Department has seen a decrease in referrals to the TAPP-C Program in 2011. We would like to attribute this to increased fire safe behaviour through our education programs
- Fire department staff were involved in monitoring this year's fire drills within our Community's public schools
- Fire Safety Displays have been established at various locations within the Community throughout the year

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*Fire Safety Day at Canadian Tire
Captain Kirk Armstrong
Photo Courtesy Fort Frances Times*



Local Firefighter training session

Conclusion:

The 2011 Safety Season has been yet another busy and challenging exercise for the Fort Frances Fire & Rescue Service. We are continuing to see positive results in reduced costs regarding fire loss and most importantly, reduced deaths and health care requirements caused by a variety of preventable injuries. A huge thank you goes out to all the Firefighters in the Fort Frances Fire & Rescue Service for their dedication and commitment to ensuring safety to the residents of our Community.

Sincerely

Wayne Riches

Fire Safety Specialist

Fort Frances Fire & Rescue Service

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Partner Report 2011

As many of you are aware, the former agencies of Kenora-Patricia Districts Child & Family Services and

Family & Children's Services of the District of Rainy River amalgamated on July 1st, 2011. As a new agency, new vision, mission and values statements were developed.



KRRDCFS Therapist Laura Chabot and O.P.P. Constable Anne McCoy distributing glow sticks

The importance of safety is highlighted in the new mission statement, *"We are dedicated to ensuring the safety and well-being of every child by providing effective services to children and families."*

Although we had a very busy year during the amalgamation process, we were pleased to continue with Project Safe Halloween with our Safe Communities Rainy River District partners. 2011 marks the ninth year of the Project.

A total of 4,000 glow sticks were ordered this year for children to wear trick-or-treating on Halloween night. 2,400 of these were distributed at the Rainy River District School Board Professional Activity Day on October 21st. Members of Safe Communities Rainy River District and Treaty #3 Police delivered the remaining glow sticks to First Nation Schools and early years' programs (Head Start, nursery schools, day care centers, etc).



700 glow sticks were also available at Tess' Kitchen "Haunted Backyard" and the KRRDCFS offices in Fort Frances and Atikokan.

This project started simply in 2003 by handing out 250 glow sticks from the old Fort Frances office. It has grown tremendously, and we at Child and Family Services are thankful for every effort that has been put forth by all members of Safe Communities Rainy River

District to help keep children safe Halloween night.

A special mention has to be given to O.P.P. Constable Anne McCoy, who has worked tirelessly to ensure the Project remains sustainable year after year. Anne has a vision of seeing this Project delivered across the Kenora-Rainy River Districts, and I am sure that we can make that happen!

We are always looking for new and fresh ideas, and with the possible support from Safe Communities Kenora District, we look forward to seeing how Project Safe Halloween can grow.

Betty-Anne Johnson

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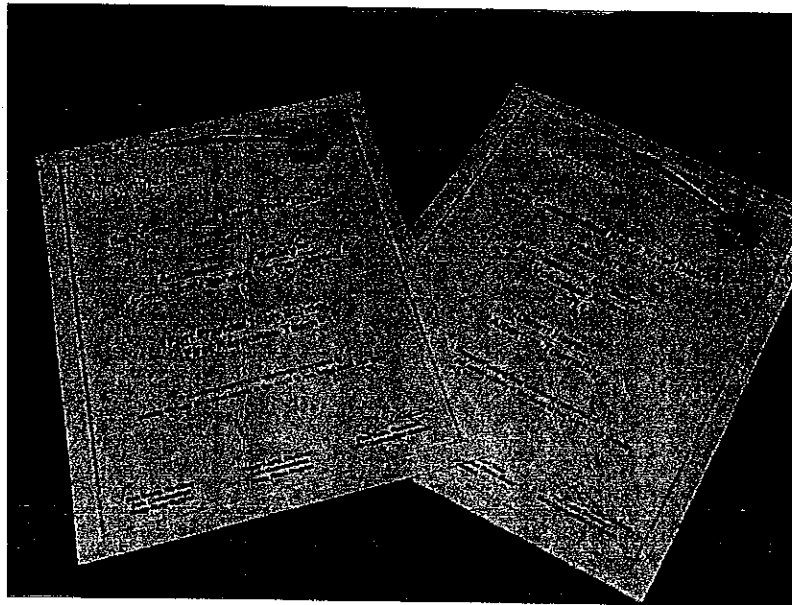
2010-2011

[SAFE COMMUNITIES RAINY RIVER DISTRICT ANNUAL REPORT

Congratulations to our Ambassador for Safety Awards

Safe Communities Canada

- Fort Frances High School First Response Team – Ambassador for Safety Award – Community Partner
- Dawn Hayes – Ambassador for Safety Award - Volunteer



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**Safe Communities Rainy River District
Income Statement Aug 01, 2010 to Jul 31, 2011**

REVENUE

Funding

| | |
|-------------------------------|-------------------|
| Municipal Per Capita Donation | 8,620.00 |
| Federal Grants | 2,300.00 |
| Provincial Grants | <u>94,961.58</u> |
| Total Funding | <u>105,881.58</u> |

Other Revenue

| | |
|-----------------------------|------------------|
| Fundraising Events Revenues | 2,455.86 |
| Interest Revenue | 0.00 |
| Misc. Donations | 5,105.10 |
| Miscellaneous Revenue | <u>2,584.32</u> |
| Total Other Revenue | <u>10,145.28</u> |

TOTAL REVENUE 116,026.86

EXPENSE

**General & Administrative
Expenses**

| | |
|-----------------------------|-----------------|
| Accounting & Legal | 141.25 |
| Administrative Coordinator | 31,500.00 |
| Advertising & Promotions | 1,257.29 |
| Amortization Expense | 0.00 |
| Bank Charges and Interest | 117.03 |
| Business Fees & Licenses | 1,930.58 |
| Insurance | 1,168.56 |
| Courier & Postage | 0.00 |
| Interest & Bank Charges | 0.00 |
| Office Supplies | <u>2,288.11</u> |
| Total Administration | 38,402.82 |
| Equipment | 12,883.02 |
| Communications | 2,595.33 |
| Fundraising Expenses | 1,450.00 |
| Meals | 15,444.46 |
| Other Expenses | 2,557.00 |
| Personnel | 0.00 |
| Training | 40,454.11 |

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2010-2011 **[SAFE COMMUNITIES RAINY RIVER DISTRICT ANNUAL REPORT]**

| | |
|---------------------------------|-----------------------|
| Youth Camps | 13,588.01 |
| Travel | 7,860.30 |
| Supplies | <u>14,653.20</u> |
| Total General & Admin. Expenses | <u>149,888.25</u> |
| TOTAL EXPENSE | <u>149,888.25</u> |
| NET INCOME | <u>-33,861.39</u> |

Note: See insert for Program Breakdown of Expenses throughout 2010-2011

Municipal Per Capita received for the 2010 – 2011 Annual Reporting Period

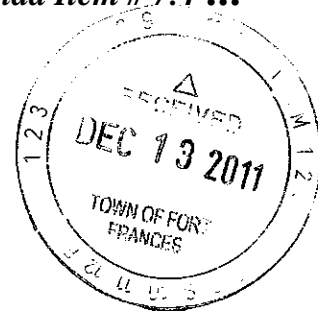
Special thanks to the Municipalities for their continued support. These funds are our sustainability, as program dollars go directly into programming and teaching, and are not used for the day to day administration and operational costs of Safe Communities Rainy River efforts.

| | |
|-------------------------------|----------------|
| Township of Alberton | 958.00 |
| Town of Atikokan | 1475.00 |
| Township of Chapple | 366.50 |
| Township of Dawson | 250.00 |
| Township of Emo | 593.00 |
| Town of Fort Frances | 4051.50 |
| Township of Lake of the Woods | 142.50 |
| Township of LaVallee | 533.50 |
| Township of Morley | 250.00 |
| Town of Rainy River | 433.00 |
| Total | \$ 9053.00 |

Thank You!

NOTE: Cheques received after July 31, 2011 are not reflected in the Financial Statement of the General Account.

| Safe Communities Rainy River District Breakdown of Program Expenditures | | | | | | | | | | | |
|---|---------------------|--------------------|--------------------|-------------------|------------------|--------------------|---------------------|--------------------|---------------------|-------------------|--------------------|
| | Reactive | CN Safety | Community Policing | DARE | FF Challenge | Funding Program | Precedents of Crime | Substance Abuse | Agg Community | Safe Schools | Seniors |
| REVENUE | | | | | | | | | | | |
| Funding | | | | | | | | | | | |
| Municipal Per Capita Donation | \$ 6,020.00 | | | | | | | | | | |
| Federal Grants | \$ 2,300.00 | \$2,070.00 | | | | | | | | | |
| Principal Grants | \$ 84,580.00 | | | | | | \$23,484.42 | | \$ 18,000.00 | \$4,500.00 | |
| Total Funding | \$85,280.00 | | | | | | | | | | |
| Other Revenue | | | | | | | | | | | |
| Investing, Equity Revenue | \$ 2,452.86 | | \$ 2,265.00 | | | | | \$ 265.00 | | | |
| Interest Payments | \$ | | | | | | | | | | |
| Misc. Donations | \$ 5,105.10 | | \$4,305.10 | | | | | | | | |
| Unidentified Revenue | \$ 2,884.32 | | \$ 2,412.02 | \$ 50.00 | | | | | | | |
| Business Partners | \$1,200.00 | \$1,242.00 | \$2,380.00 | \$ 460.00 | \$ 1,101.25 | \$47,588.20 | \$13,102.31 | \$ | \$ | \$ 7,592.70 | |
| Total Other Revenue | \$ 10,145.28 | | | | | | | | | | |
| TOTAL REVENUE | \$14,025.09 | \$3,276.00 | \$13,961.07 | \$7,781.12 | \$ 460.00 | \$ 1,101.25 | \$49,690.61 | \$13,112.31 | \$ 18,000.00 | \$4,500.00 | \$ 7,592.70 |
| EXPENSE | | | | | | | | | | | |
| General & Administrative Expenses | | | | | | | | | | | |
| Accounting & Legal | \$ 141.25 | | | | | | | | | | |
| Administrative Coordination | \$ 31,500.00 | | | | | | \$15,500.00 | | | | |
| Advertising & Promotions | \$ 1,207.29 | | \$ 557.28 | | | | | | | | \$ 600.00 |
| Construction Expenses | \$ | | | | | | | | | | |
| Bank Charges and Interest | \$ 117.00 | | | | | | \$ 1,500.00 | | | | |
| Business Fees & Licenses | \$ 1,930.58 | | | | | | \$ 20.00 | | | | |
| Insurance | \$ 1,184.50 | | | | | | | | | | |
| Contract & Postage | \$ | | | | | | | | | | |
| Interest & Bank Charges | \$ 2,288.11 | | | | | | \$ 7,332.44 | | | | |
| Office Supplies | \$ | | | | | | | | | | |
| Stationery/Travel | \$ 38,402.82 | \$ 8,321.55 | \$4,000.00 | \$ | \$ 1,190.00 | \$30,112.42 | \$ 9,951.00 | | \$ | \$ 4,278.13 | |
| Total Administration | | | | | | | | | | | |
| Equipment | \$ 12,883.02 | | | | | | | | | | |
| Communications | \$ 2,588.33 | | | | | | \$12,883.02 | | | | |
| Fundraising Expenses | \$ 1,450.00 | | | | | | \$ 333.00 | \$ 871.00 | | | |
| Recs | \$ 15,444.48 | \$ 87.01 | \$ 488.16 | \$ 400.00 | | \$ 950.00 | \$ 925.11 | \$ 148.80 | \$ 10,845.00 | \$ 970.22 | \$ 1,380.48 |
| Other Expenses | \$ 2,537.00 | | | | | \$ 1,000.00 | \$ 40.00 | | | \$ 1,917.00 | |
| Personnel | \$ | | | | | | | | | | |
| Training | \$ 40,154.11 | \$1,369.35 | \$ 1,000.00 | \$ 100.00 | | \$ 200.00 | \$ 67.80 | | | \$38,805.21 | \$ 846.20 |
| Travel Grants | \$ 13,348.01 | | | | | | \$ 5,009.44 | | | \$ 6,970.57 | |
| Travel | \$ 7,800.30 | | | | | | \$ 3,218.88 | | | \$ 4,510.87 | |
| Supplies | \$ 14,652.20 | \$1,588.18 | \$ 815.43 | \$2,179.43 | | | \$ 872.80 | | | \$ 612.30 | |
| Total General & Admin. Expenses | \$143,888.25 | \$3,079.00 | \$ 2,822.42 | \$7,081.41 | \$ 449.02 | \$3,350.00 | \$59,880.16 | \$12,739.90 | \$17,527.37 | \$44,076.50 | \$ 7,426.42 |
| TOTAL EXPENSE | \$143,888.25 | | | | | | | | | | |
| Revenue minus Expense | \$4,206.84 | \$ 2,006.00 | \$ 5,978.64 | \$ 637.72 | \$ 0.09 | \$-1,248.82 | \$ 127.50 | \$ 2,702.33 | \$ 472.43 | \$ 802.50 | \$ 159.28 |
| NET INCOME | \$ 4,206.84 | \$ 2,006.00 | \$ 5,978.64 | \$ 637.72 | \$ 0.09 | \$-1,248.82 | \$ 127.50 | \$ 2,702.33 | \$ 472.43 | \$ 802.50 | \$ 159.28 |



TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2011/152

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 13, 2011
SUBJECT: Mark McCaig, CAO – Purchase Card Expense

BACKGROUND

Attached are the copies of the purchase card expenses for M. McCaig, CAO in the amount of \$487.84 resulting from travel expense to attend the Parliamentary Procedure Workshop held in Thunder Bay on October 14, 2011, purchase of safety boots, and lunch expense as detailed on Schedule 'D' Entertainment Expense Form.

Summary of Purchase Card Expenses:

| | |
|---|------------------|
| Vehicle Gas Expense (Travel to Thunder Bay) | \$ 105.50 |
| Hotel Accommodations | 135.60 |
| Safety Work Boots | 156.19 |
| Lunch Meeting | <u>88.55</u> |
| Total Purchase Card Expenses | <u>\$ 485.84</u> |

RECOMMENDATION

The Administration and Finance Executive Committee recommend approval of the purchase card expenses in the total amount of \$485.84 for Mark McCaig, CAO as listed in this report.

Council Approval of this Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve M. McCaig, CAO purchase card expenses in the amount of \$485.84 as listed in this report.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Dec 14/11
 Date:

Mark McCaig
 M. McCaig, Administrator

Mark McCaig, CAO - Purchase Card Expense.

| MARK MCCAIG | | CREDITS | PURCHASES | CASH ADV | TOTAL ACTIVITY |
|-------------|-----------|-------------------------|---|----------|----------------|
| [REDACTED] | | \$0.00 | \$487.84 | \$0.00 | \$487.84 |
| Post Date | Tran Date | Reference Number | Transaction Description | Amount | |
| 10-17 | 10-13 | 74064491287920113218863 | SHELL 1110 WEST ARTHUR ST THUNDER BAY ON | 56.00 | ✓ |
| 10-18 | 10-14 | 74529001287900360359509 | CANADA SAFEWAY #674 FT.FRANCES ON | 49.50 | ✓ |
| 10-18 | 10-14 | 74529001287910314471904 | VALHALLA INN THUNDER BAY ON | 135.60 | ✓ |
| 10-20 | 10-19 | 74064491292820170393877 | MARK'S WORK WEARHOUSE 311 FORT FRANCES ON | 158.19 | ✓ |
| 10-27 | 10-25 | 74500011299461648183052 | BOSTON PIZZA #466 FORT FRANCES ON | 88.55 | ✓ |

- ① Shell - Gas Admin Vehicle - Parliamentary Procedures Workshop - G-122-150-1530-56.00
- ② Canada Safeway - Gas - Parliamentary Workshop TBay G-122-150-1532-49.50
- ③ Valhalla Inn - Parliamentary Workshop - TBay G-122-150-1531-135.60
- ④ Mark's Work Wearhouse Workshop Abitibi-Tow G-122-140-1480-158.19
- ⑤ Boston Pizza Lunch Abitibi/Tow Inspection G-122-150-1532-88.55

MM

GAS ADMIN. VEHICLE
TBAI OCT. 13, 14
SAFEWAY 

STORE MGR 807-274-4521
GST/HST #119347672

PR GAS REGULAR UNLEAD 51.51
SC \$.05 Fuel Disc. 2.01-
GAS REGULAR UNLEAD 40.274L@ \$1.229 P6
**** TAX .00 BAL 49.50

VF Visa 49.50
ACCOUNT NUMBER *****6269
AUTHOR #: 059986
CHANGE .00

TOTAL SAVINGS 2.01
TOTAL NUMBER OF ITEMS SOLD = 1
GAS REGULAR UNLEAD
INCLUDES 13.0% GST/HST 5.69
10/14/11 18:15 0674 45 0208 6357

MARK MCCAIG 0296

Club Card Savings \$ 2.01
YOUR CASHIER TODAY WAS ALBERTO

G-120-1500-1530

Visit us online for
Weekly flyer specials at
safeway.ca

Safeway Club Card Elite Customer
You have the Managers direct line:
807-276-6633

LET US HEAR FROM YOU!
1-800-723-3929 OR VISIT SAFEWAY.CA

GAS ADMIN VEHICLE
Agenda ~~Feb 7, 13, 14~~
SHELL CANADA
PRODUCTS
ON BEHALF OF
1110 WEST ARTHUR STREET
THUNDER BAY ON
P7E 6P9
(807) 473-4325

| Tax Description | Qty | Amount |
|-----------------------|-----|---------|
| ii Bronze No2 | | |
| 42.620 L @ \$1.314/ L | | \$56.00 |
| AIR MILES Discount | 1 | \$0.00 |

| | |
|----------------------|---------|
| Sub Total | \$56.00 |
| Amount HST Taxable | \$0.00 |
| 13.0% HST Tax | \$0.00 |
| Amount HST-F Taxable | \$0.00 |
| 5.0% HST-F Tax | \$0.00 |

Total \$56.00

VISA: \$56.00
Change \$0.00

G-120-1500-1530

APPROVED - THANK YOU 001

VISA
PURCHASE
INV No. 2034422951

XXXXXXXXXXXX6269
SWIPED

X _____ 005137

Cardholder will pay card issuer above
amount pursuant to Cardholder Agreement

AM 80066206719
Fuel Includes HST 13.0% \$6.44
Fuel Includes HST-F 5.0% \$0.00

HST Fuel - ON No. 137400032RT

Help us change the world,
one click at a time.
www.shell.ca/fuellingchange

THANK YOU

Questions? 1-800-661-1600

REG: 2 CSH:Matt, TRAN:4535
2011/10/13 18:36:07 ST:C20344

Date: 10/14/2011
Page 1 of 1



VALHALLA INN THUNDER BAY
1 VALHALLA INN ROAD
THUNDER BAY, ON P7E6J1

Acct# 11110244702
Room# 165

Rate Code: TRANG
Room Type: QC
Room Rate: \$120.00

MCCAIG, MR MARK
TOWNSHIP OF FORT FRANCES

FORT FRANCES, ON P9A

Arrive: 10/13/2011
Depart: 10/14/2011
Direct Bill:

| Date | Description | Reference | Credit Card | Charges/Credits |
|------------------|---------------------|----------------------|------------------|-----------------|
| 10/13/11 | ROOM TRANS. GOVERN | #165 MCCAIG, MR MARK | | \$120.00 |
| 10/13/11 | HARMONIZED SALES T. | HARMONIZED SALES TAX | | \$15.60 |
| 10/14/11 | Visa | Visa | XXXXXXXXXXXX6269 | (\$135.60) |
| HST #RT895695716 | | | | |
| BALANCE DUE: | | | | 0.00 |

Direct Bill Signature: _____
I agree that my liability for this bill is not waived.

PARLIAMENTARY
PROCEDURES
WORKSHOP
OCT. 14/11
TBAY

G 120 1500 - 1531



0035

WATER

BUF CHK SAND, w/fries

10/25 13:27 TOTAL:

GST # 824004550

(807) 274-2727

visiting www.tellbostonpizza.com or

WILD WING WEDNESDAY!!

THANK YOU FOR DINING WITH US

Mock's Mock

Clothes That Work

Store No: 311

HST#: 103531919

100% Satisfaction
Guaranteed

Thank You
O - Purchase Card Expense

TOWN OF FORT FRANCES - SCHEDULE "C"
TRAVEL ADVANCE REQUEST

| | |
|-------------------------------|-------------------|
| Name | Purpose of Travel |
| Location of Event | Dates |
| Signature of Division Manager | |
| Amount of Travel Advance | |
| Treasurer Signature | G.L. Code |

Agenda Must be Attached to Process Payment of Advance

TOWN OF FORT FRANCES - SCHEDULE "D"
ENTERTAINMENT EXPENSE REIMBURSEMENT FORM

| | |
|---|--|
| Name <i>MARK MCCAIG</i> | Date <i>OCTOBER 25TH, 2011</i> |
| Names, Position, and Organization of Individuals Being Entertained <i>MARK MCCAIG</i> | |
| 1. <i>PAUL YEOMAN MTE PARALEGAL</i> | |
| 2. <i>JACK JAMIESON CARREL & PARTNERS (MPAC LAWYER)</i> | |
| 3. <i>ROBERT BULLER MPAC VALUATION MANAGER</i> | |
| 4. <i>FRANK LUTZ MPAC</i> | |
| Purpose of Entertainment <i>LUNCH - ABITIBI MILL INSPECTION RELATED TO ASSESSMENT APPEAL</i> | |
| Amount Claimed <i>\$88.55</i> | <i>Mark McCaig</i> |
| Treasurer Signature | Date |

An itemized receipt must be attached to process payment

G 120 1500-1532



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURER'S REPORT 2011/153**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 13, 2011
SUBJECT: Northwestern Ontario Sports Hall of Fame and Museum

BACKGROUND

The request from the Northwestern Ontario Sports Hall of Fame and Museum, requesting financial assistance through a membership or donation for 2012 is attached for recommendation.

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

The Town of Fort Frances has previously authorized a business/Organization Membership Fee in the amount of \$60.00 for 2010 and 2011.

RECOMMENDATION

The Administration and Finance Executive Committee recommend approval of the Northwestern Ontario Sports Hall of Fame and Museum 2012 Business/Organization Membership Fee on the amount of \$60.00.

Council Approval of This Report Will authorize the payment of a 2012 Business/Organization Membership Fee in the amount of \$60.00 for the Northwestern Ontario Sports Hall of Fame and Museum.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

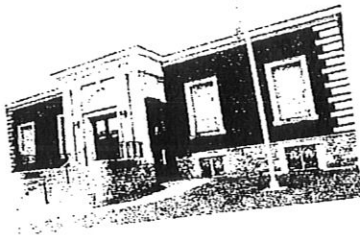
Dec 14 11
Date:

Mark McCaig
M. McCaig, Administrator



Northwestern Ontario Sports Hall of Fame

ANNUAL MEMBERSHIP & FUNDRAISING CAMPAIGN



WE VALUE & NEED YOUR SUPPORT!

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

- Purchase a **2012 MEMBERSHIP**
- Try your luck with a **FAME 600 CLUB LOTTERY TICKET**
- Make a tax deductible **DONATION** or **MONTHLY PLEDGE**

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

Name: _____
Address: TOWN OF FORT FRANCES
320 PORTAGE AVE
FORT FRANCES ON P9A 3P9

2012 MEMBERSHIP FEES (please ✓ category):

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

Donation Levels: *Spectator* (\$10 - \$49) *Loyal Fan* (\$50 - \$199) *Patron* (\$200 - \$499) *Benefactor* (\$500 plus)

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

☐ I would like to **PLEDGE** \$ _____ for _____ months, for a total donation of _____

Phone: _____ email: _____

Method of Payment (✓ one): _____Cheque _____MasterCard _____VISA _____Other

Credit Card No. _____ Expiry ____/____ Signature _____

I would like my donation to be in Memory of _____

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

...

NORTHWESTERN ONTARIO
SPORTS HALL OF FAME
26th edition
Fame 600 Club Lottery

\$50 gets you 50 chances to win

ONLY 600 Tickets available

Cash Prizes totalling \$10,500

Comprised of

3 - \$1000 Draws

7 - \$500 Draws

40 - \$100 Draws

To be held between July 23rd and September 12th, 2012

TICKETS \$50 each - ELIGIBLE FOR ALL DRAWS
M671383

Try Your Luck AND Support Your Sports Heritage

FAME 600 CLUB DRAW TICKET ORDER FORM

Number of tickets required _____ @ \$50.00 each

Amount enclosed \$ _____

Name: _____

Address: _____

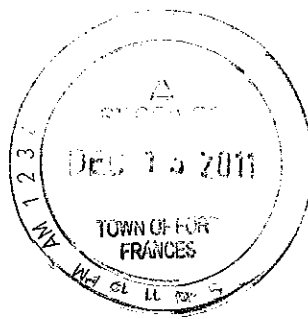
Postal Code: _____ Phone: _____

☐ Cheque (payable to: NWO Sports Hall of Fame) ☐ MasterCard ☐ VISA ☐ Other

Card Number _____ Expiry Date _____

Authorized Card Holder Signature _____

Send to: Northwestern Ontario Sports Hall of Fame 219 May Street S Thunder Bay ON P7E 1B5
Phone (807) 622-2852 Fax (807) 622-2736 e-mail: nwosport@tbaytel.net



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2011/155**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 13, 2011
SUBJECT: Police Services Board – Financial Request
RE: 2011 O.P.P. Annual Auction Proceeds

BACKGROUND

The Police Services Board has forwarded their recommendation for direction of the proceeds from the O.P.P. Annual Auction held on May 7, 2011 in the amount of \$2,179.06

The Police Services Board recommends that the proceeds from the annual auction be donated to the Community Policing Committee for Youth Safety Initiatives (i.e., bicycle safety) in the Town of Fort Frances.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council authorize the donation of the proceeds from the 2011 O.P.P. Annual Auction in the amount of \$2,179.06 to the Community Policing Committee for Youth Safety Initiatives in the Town of Fort Frances.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to donate the proceeds from the 2011 O.P.P. Annual Auction in the amount of \$2,179.06 to the Community Policing Committee for Youth Safety Initiatives in the Town of Fort Frances.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Dec 14/11
Date:

Mark M. Caig
M. McCaig, Administrator

Administration & Finance Division
Civic Centre

Operations & Facilities Division
Fifth Street & Wright Avenue
Phone: 807-274-9893
Fax: 807-274-7360

Civic Centre
320 Portage Avenue
Phone: 807-274-5323
Fax: 807-274-8479
email: town@fort-frances.com



Planning & Development Division
Civic Centre

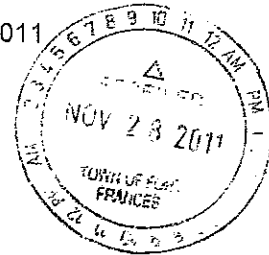
Community Services Division
740 Scott Street P9A 1H8
Phone: 807-274-4561

Mailing Address:
320 Portage Avenue
Fort Frances, Ontario
P9A 3P9

www.fort-frances.com

POLICE SERVICES BOARD

November 25, 2011



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

Attention: Mayor and Council

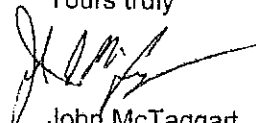
Dear Sirs and Madam:

At the regular meeting of the Police Services Board held November 25, 2011 the following resolution was approved:

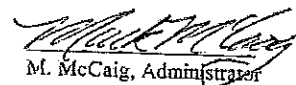
"That the Police Services Board receive the request from the Community Policing Committee for Youth Safety Initiatives (ie. Bicycle safety) for the funds of \$2,479.06 from the 2011 OPP Annual Auction and refer the request to Council."

A copy of their letter is attached.

Yours truly


John McTaggart
Chair

/elh

☒ Refer to Administration and Finance
☒ OK Executive Committee for recommendation
☐ Recommended
☐ Includes my input
☐ Recommended as amended/with comment
☐ Not recommended
☐ Will Speak to this
☒ Other
Date: DEC 8, 2011

M. McCaig, Administrator

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Rainy River District Detachment
320 Portage Avenue
Fort Frances ON P9A 3P9

Tel: (807) 274-3322
Fax: (807) 274-7541

File# 614-10

June 14, 2011

Fort Frances Police Services Board
320 Portage Avenue
Fort Frances ON P9A 3P9

Re: Police Auction – May 7, 2011

The annual police auction was held on May 7, 2011, the auction generated \$2479.06 in revenue after all expenses were paid.

I am requesting that this money be donated to the Community Policing Committee for Youth Safety Initiatives (ie bicycle safety) in the Town of Fort Frances.

Yours truly,

A/Inspector Steve Shouldice
Detachment Commander
Rainy River District Detachment 2D00

AM/tc



Agenda Item # 7.7 ...

TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2011/156

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 13, 2011
SUBJECT: 2012 Temporary Borrowing to Meet Current Expenditures

BACKGROUND

Section 407 of the Municipal Act authorizes the Town to provide for temporary borrowing, until taxes are collected and other revenue is received, necessary to meet the current expenditures of the municipality for the year. Pursuant to the Act, the total amount borrowed at any one time plus any outstanding principal borrowed and accrued interest shall not exceed 50 per cent of the total estimated revenues of the municipality from January 1 to September 30 and 25 per cent of the total estimated revenues of the municipality from October 1 to December 31 for the year.

Attached is the CIBC required documentation for borrowing for the 2012 fiscal year. An authorizing by-law must be passed.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council authorize the preparation of a by-law for temporary borrowing in the amount of \$4,000,000 to meet 2012 expenditures.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to authorize the preparation of an authorizing By-Law for temporary borrowing in the amount of \$4,000,000.00 to meet 2012 expenditures.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Dec 19/11
Date:

M. McCaig
M. McCaig, Administrator



By-Law No. _____

*THE CORPORATION OF THE
TOWN OF FORT FRANCES*

A by-law authorizing the borrowing of money to meet current expenditures of the council of (the "Municipality")

- A. In accordance with subsection 407(1) of the Ontario *Municipal Act*, S.O. 2001, c.25 (the "Act"), the Municipality considers it necessary to borrow the amount of \$ 4,000,000⁰⁰ to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year.
- B. Pursuant to subsection 407(2) of the Act, the total amount borrowed pursuant to this by-law together with the total of any similar borrowings is not to exceed the limits set forth in that subsection or other relevant sections of the Act and if so required under subsection 407(2), the Municipality shall have obtained the approval of the Ontario Municipal Board.

Therefore, the Council of the Municipality enacts as follows:

1. The Head and the Treasurer are authorized on behalf of the Municipality to borrow from time to time from **Canadian Imperial Bank of Commerce ("CIBC")** a sum or sums not exceeding in the aggregate \$ 4,000,000⁰⁰ to meet, until taxes are collected, the current expenditures of the Municipality for the year pursuant to subsection 407(1) of the Act, and to execute any documents that are required in connection with the borrowing of the above sum, plus interest, at a rate to be agreed upon from time to time with CIBC, in addition to any reasonable charges of CIBC associated with this borrowing.
2. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year and in previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
4. The Treasurer is authorized to furnish to CIBC a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid.

Passed this _____ day of _____, _____.



Head of the Municipality

Clerk

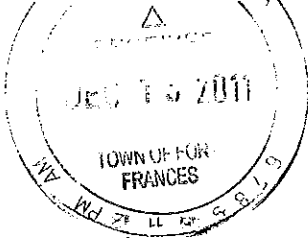
I hereby certify that the foregoing is a true and complete copy of the By-law numbered above of the Municipality in the Province of Ontario, duly passed at a meeting of the Council of the Municipality and that this By-law is in full force and effect.

Dated this _____ day of _____, _____.

Witness the corporate seal



Clerk



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2011/157**

To: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 13, 2011
SUBJECT: Invitation to Join the Emergency Services Steering Committee (ESSC)

BACKGROUND

At the December 12, 2011 Council meeting, the invitation to join the Emergency Services Steering Committee (ESSC) was referred to the Administration & Finance Executive Committee for recommendation.

The ESSC is expanding their membership to include all municipalities with responsibility for the delivery of emergency services. As stated in the attached letter dated November 14, 2011, the ESSC has a number of information and educational resources, and contacts to help municipalities manage their emergency services.

RECOMMENDATION

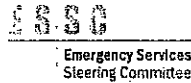
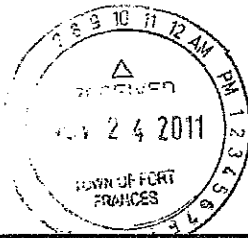
The Administration & Finance Executive Committee recommends that Council receive the invitation to join the Emergency Services Steering Committee and that no further action be taken.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee that the invitation to join the Emergency Services Steering Committee be received and that no further action be taken.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Dec 14/11
Date:

Mark McCaig
M. McCaig, Administrator



**LUMCO/MARCO/OAPSB
Emergency Services Steering
Committee**
c/o Municipality of Chatham-Kent
315 King Street West,
Chatham, ON N7M 5K8
info@es-sc.ca

November 14, 2011

Re: Invitation to Join the Emergency Services Steering Committee (ESSC)

Dear CAO;

As you know labour costs within the emergency services sector are increasing to such an extent they are eroding the ability of municipal governments to maintain other programs and vital infrastructure. Many Ontario municipalities are becoming increasingly concerned about this rise in emergency services labour costs. The municipalities represented by LUMCO (Large Urban Mayors' Caucus of Ontario) and MARCO (Mayors and Regional Chairs of Ontario) and the OAPSB (Ontario Association of Police Services Boards) shared these concerns. To address them they developed a joint steering committee, the Emergency Services Steering Committee (ESSC), and provided it with a mandate to co-ordinate activities related to cost containment for police, fire and paramedic services.

As a result of its activities, the ESSC is now able to provide information and strategies that assist municipal employers as they proceed through collective bargaining. ESSC members benefit from group collaboration in an environment where ideas can be exchanged and mutually-beneficial objectives pursued. The ESSC has a number of information and educational resources, and contacts to better help municipalities manage their emergency services.

Membership in the ESSC has been limited to the LUMCO and MARCO municipalities and the police services boards of the OAPSB. However, this year the ESSC received a number of requests to expand membership to all Ontario municipalities with responsibility for the delivery of emergency services. Expanded membership has been recently approved and a funding formula has now been established to accommodate these requests. It is for this reason I am sending you this letter and the accompanying information, which highlights the work of the ESSC, the benefits of participation and how your municipality can join. A presentation template is also available for your use to present this information to your council. If you have any questions feel free to contact info@es-sc.ca.

Please discuss this invitation to join the ESSC with your Mayor and Council. Your support and commitment to this important initiative is most welcome.

Sincerely,

Rob Browning

Rob Browning, Chair ESSC

- Refer to Administration and Finance*
- ☒ OK Executive Committee for
 - ☐ Recommended Recommendation
 - ☐ Includes my input
 - ☐ Recommended as amended/with comment
 - ☐ Not recommended
 - ☐ Will Speak to this
 - ☐ Other
- Dec. 2nd, 2011* *Mark McCaig*
Date: M. McCaig, Administrator

...

Confidentiality

The success of the ESSC depends on the ability to openly share information. Although it is acceptable to share information generally, members of the Emergency Services Steering Committee, its working groups and participating municipalities are expected to respect the confidentiality of the local bargaining groups by not providing information to others outside of the beneficiaries.

Members are expected to inform the members when an issue is confidential and is not to be shared. Such requests for confidence shall be respected. All members are therefore required to sign a Confidentiality Statement and abide by a Confidentiality Code of Conduct.

Membership on the Emergency Services Steering Committee:

Membership on the ESSC primarily includes CAOs and/or heads of Human Resources from member municipalities, and the Executive Directors of the "Big 12" Police Services Boards and the Ontario Association of Police Services Boards. A number of municipal organizations (OMHRA, OMAA, AMO, etc.) and representatives from the Ministry of Municipal Affairs and Housing, the Ministry of Government Services and the Labour Relations Secretariat also sit on the ESSC.

The ESSC is pleased to welcome new members to sit on the committee. If you are interested in having a representative sit on the ESSC please submit the name of the CAO or head of HR who you would like to attend the ESSC meetings on your behalf. All new members are subject to the approval of the ESSC.

Need More Information?

Contact the Project Coordinator at info@es-sc.ca
Phone: 705-538-0176

CONFIDENTIAL - INFORMATION FOR THE EMERGENCY SERVICES STEERING COMMITTEE

...

Confidentiality

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The ESSC is pleased to welcome new members to sit on the committee. If you are interested in having a representative sit on the ESSC please submit the name of the CAO or head of HR who you would like to attend the ESSC meetings on your behalf. All new members are subject to the approval of the ESSC.

Need More Information?

Contact the Project Coordinator at info@es-sc.ca
Phone: 705-538-0176

ESSC

Emergency Services
Steering Committee

Emergency Services Steering Committee

Information for New Members

November 2011

...

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...

About the Emergency Service Steering Committee

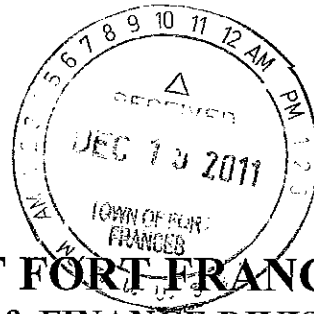
As the level of government responsible for funding police, fire and/or emergency medical services, many municipalities in Ontario are becoming increasingly concerned about the rise in emergency services labour costs over the past several years. Labour costs within the emergency services sector are increasing to such an extent that they are eroding the ability of municipal governments to maintain other programs and vital infrastructure. The municipalities represented by MARCO (Mayors and Regional Chairs of Ontario), and LUMCO (Large Urban Mayors Caucus of Ontario), and the police services boards represented by the OAPSB (Ontario Association of Police Services Boards) share these concerns. To address these concerns, a joint steering committee, the **Emergency Services Steering Committee (ESSC)**, was formed in 2005. The committee was given a mandate to co-ordinate activities related to cost containment for police, fire and EMS emergency services.

Committee Composition

Membership on the Emergency Services Steering Committee (ESSC) primarily includes Chief Administrative Officers, heads of Human Resources, and staff from legal services and communications from the member MARCO and LUMCO municipalities and representation from the Ontario Association of Police Services Boards (OAPSB). Representatives from various municipal organizations and the province also sit on the ESSC:

- Association of Municipalities of Ontario (AMO)
- Ontario Municipal Administrators' Association (OMAA)
- Ministry of Municipal Affairs and Housing (MMAH)
- Ministry of Government Services (MGS) and the MGS Labour Relations Secretariat
- Ontario Association of Fire Chiefs (OAFC)
- Ontario Association of Chiefs of Police (OACP)
- Ontario Municipal Human Resources Association (OMHRA)
- Association of Municipal Emergency Medical Services of Ontario (AMEMSO)

The ESSC members as at November 2011 are listed on *Appendix 1*.



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2011/151**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: December 13, 2011
SUBJECT: Mayor Roy Avis – Purchase Card Expense

BACKGROUND

Attached is a copy of the cell phone, charger and holder invoice in the amount of \$288.12 paid by way of purchase card for Mayor Roy Avis.

RECOMMENDATION

The Administration and Finance Executive Committee recommend approval of the purchase card expense in the amount of \$288.12 for Mayor Avis.

Council Approval of this Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve Mayor Roy Avis purchase card expense in the amount of \$288.12 as listed in this report.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

December 14/11
Date:

M. McCaig
M. McCaig, Administrator

| ROY AVIS | | | CREDITS | PURCHASES | CASH ADV | TOTAL ACTIVITY |
|------------|-----------|-------------------------|---------------------------------|-----------|----------|----------------|
| ██████████ | | | \$0.00 | \$288.12 | \$0.00 | \$288.12 |
| Post Date | Tran Date | Reference Number | Transaction Description | | | Amount |
| 11-09 | 11-07 | 74530001311825996030405 | SIGHT AND SOUND FORT FRANCES ON | | | 288.12 |

SIGHT AND SOUND
AUDIOTRONIC
290 SCOTT STREET
FORT FRANCES, ON P9A 1G7
TEL. 807 274-6671

DATE : 07/11/11
YOUR FILE NO. : 2749651-1
CUSTOMER : AVIS, ROY

OPENING BALANCE : 288.12
AMOUNT OF PAYMENT : 288.12
PAYMENT MODE : VISA
BALANCE RECEIVABLE : 0.00

SIGHT AND SOUND
AUDIOTRONIC
290 SCOTT STREET
FORT FRANCES, ON , P9A 1G7
TEL.: 807 274-6671

05/10/11 11:09 INVOICE 44719
SALES REP. STEPHANIE
WEE FEE # HTTP://WWW.ONTARIOELECTRONICSTEW
H.S.T. # 106227374RT

CUSTOMER # 2749651-1
AVIS, ROY
523 COLONICATION RDE
FORT FRANCES, ON
P9A 2S1 807 274-9651

TORCH 9810-GREY
BLACKBERRY TORCH 9810-GREY 199.99 B
IMEI 357694040261330
SYN1830A
RAZR V9M CAR CHARGER, 12VOLT 29.99 B
OEM KOSKIN HOLSTER
BLACKBERRY KOSKIN HOLSTER BLACK 24.99 B
1 YEAR WARRANTY-EXTENDED WARRANTY
AVAILABLE

SUBTOTAL 254.97
A) WEE FEE 0.00
B) H.S.T. 33.15
TOTAL 288.12
BALANCE RECEIVABLE 288.12
COPY

==TRANSACTION RECORD==
==RELEVÉ DE TRANSACTION==

POS91003823 RETLR59960304
SIGHT AND SOUND
290 SCOTT ST
FORT FRANCES ON

CARD/CARTE: VISA
NO. 4715 16** **** 6392
SEQ.: 013 BATCH/LOT: 233
2011/11/07 14:24 T01

PURCHASE/ACHAT \$288.12
AUTHOR./AUTOR.: 022335

DD APPROVED - THANK YOU

COPY : CARDHOLDER

George Bell/Frances
15/12/2011 08:44 AM

To Kathy Lawson/Frances@Frances
cc
bcc
Subject Fw: Reasons for purchasing a stove

Hi Kathy

I understand Councillor Perry had so questions on the Museum Stove purchase and it was deferred until Monday's meeting so if you could include Sherry's email in the agenda package for council's information it would be appreciated.

Thanks George

----- Forwarded by George Bell/Frances on 15/12/2011 08:42 AM -----

Sherry George/Frances
14/12/2011 03:51 PM

To George Bell/Frances@Frances
cc
Subject Reasons for purchasing a stove

Hi, George.

I have numerous reasons for wanting a stove:

Classroom activities: Right now we have two pioneer activities that we do with school groups. For kindergarten to grade 3, we make butter. For grades 4-6, we make candles. If we want groups to visit more often, then we have to have activities for them to do. Baking simple biscuits or cookies, is one option.

History: A lot of activities for kids involve making jewelery (more for men than women, often on weaponry) or using early writing forms (cuneiforms, runes). Both use polymer clays that require drying time in the oven prior to painting.

Summer camps: I would like to try a summer camp. The first will be medieval (simply because it would be the most popular); if it goes well we will try pioneer. If it happens, we'll be cooking our lunch. Simple soups & breads (biscuits, oatcakes). Again, we will be using polymer clays for armbands, throat guards.

Exhibit openings and fund-raising events: We typically have an open house on the evening that the exhibit opens. We serve simple food and punches. Accessing a stove or oven would be helpful. We also plan to hold a wine & cheese fund-raiser in the fall of this year. Again, a stove would make things a lot easier. Crock pots and toaster ovens limit what we can serve.

At our most recent fund-raiser - serving hot chocolate and cider to parade watchers - we blew all the breakers on the main floor. Hot plates take too much power... and quite frankly I have more faith in a stove, for safety reasons.

Sherry

Sherry George
Fort Frances Museum
259 Scott Street
Fort Frances, ON P9A 1G8
807 274-7891
Check out our quarterly newsletter: <http://museum.fort-frances.com/newsletter>

Agenda Item # 9.1 ...

Administration & Finance Division
Civic Centre

Operations & Facilities Division
Fifth Street & Wright Avenue
Phone: 807-274-9893
Fax: 807-274-7360

Civic Centre
320 Portage Avenue
Phone: 807-274-5323
Fax: 807-274-8479
email: town@fort-frances.com



Planning & Development Division
Civic Centre

Community Services Division
740 Scott Street P9A 1H8
Phone: 807-274-4561

Mailing Address:
320 Portage Avenue
Fort Frances, Ontario
P9A 3P9

www.fort-frances.com

December 13, 2011

George Bell
Community Services Manager

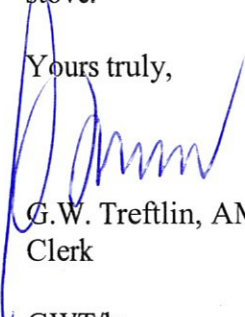
Dear George:

At their meeting December 12, 2011 Council tabled until December 19th, 2011, the resolution as follows:

THAT the report dated December 6, 2011 from G. Bell, Manager of Community Services re: Non Budgeted Capital Purchase – Fort Frances Museum be approved.”

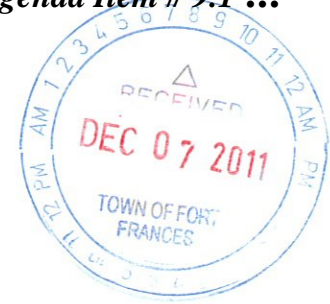
Councillor Perry expressed concerns over the proposal to acquire a stove for the museum. This matter is to be returned to Community Services Executive for further consideration and recommendation in regards to the reason for the acquisition of the stove.

Yours truly,


G.W. Treftlin, AMCT
Clerk

GWT/lp

c.c. Sherry George, Museum



December 6, 2011

Report to: Mayor and Council
 Re: Non Budgeted Capital Purchase
 Fort Frances Museum

Over the past year we have received \$2,675 in donations for the museum and would like to make two small capital purchases to assist our youth program and our ability to digitize our collection.

The first purchase would be for a stove that would cost between \$700 and \$800 that would add to our ability to offer youth programs. The second would be to purchase software that would enable us to photograph, edit, and store a digital copy of our collection to an electronic data-base. This will reduce research time and assist in the development of local exhibits. The cost for this software is approximately \$1500.

It is the recommendation of the Community Services Executive that we approve the capital purchase of a stove and software for the museum with the \$2675 in donations to date.

Respectfully submitted,


 George A. Bell
 Manager of Community Services

Council approval of this report will authorize the small capital purchases of a stove and software for the museum using the 2011 donations for fund these purchases.

COMMITTEE OF WHOLE

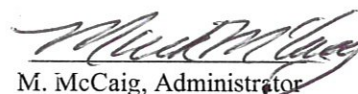
DEC 12 2011
Removed from Consent
 ACTION *Agenda -*

COUNCIL

DEC 12 2011
Decision tabled to
 ACTION *Dec 19/2011*

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Date: Dec 8, 2011


 M. McCaig, Administrator



December 15, 2011

Memo to: Mayor Avis and Members of Town Council
From: Margaret Sedgwick, Librarian
Re: Request for Payment from Reserve Account

We have incurred some expenditures in 2011 relating to the new building and request Council's approval to pay for these items from the Library Reserve Account:

The following is a listing of these expenditures:

| | |
|--|------------|
| M.L. Caron Electric Ltd (2 additional Light switches) | \$1,158.35 |
| Daryl's Custom landscapes Ltd. (additional concrete tree rings) | 284.93 |
| North American Lumber (Heater) | 273.83 |
| Leisure Audio Plus (Change in door knobs for safety purposes) | 230.23 |
| Ed Halvorsen Construction (Tile installation in Coatroom Area) | 443.30 |
| A Touch of Glass (Stained Glass panel) (donations in memory of Nicola Andrusco totalling \$1133 were deposited in the fundraising Account to cover this cost) | 981.99 |
| Gingrich Cabinets (additional coathook bars) | 330.72 |
| Galbraith Electric (relocate thermostat) | 203.93 |

| |
|---|
| Approval of this request will allow expenditures relating to the new Fort Frances Public Library Technology Centre to be paid from the Library Reserve Account in the amount of \$3907.28 |
|---|

THE TOWN OF FORT FRANCES
Planning Report
Planning and Development Division

Agenda Item # 10.1 ...

To: Mayor Avis and Members of Council
From: N. Faye Flatt, AMCT, ACST, CPT
Municipal Planner
Date: 15 December 2011
Re: **Zoning By-Law Amendment #8/98-TT**
Lots 28 to 36 Plan SM-144 (Roll #: 030-006-008)

THE PROPOSAL:

The proposal is to change the zoning for this property from Open Space (OS) to Residential Type Two (R2) to permit the creation of five residential building lots for disposition and development for single family dwelling units.

SUBJECT LAND

The subject land is legally described as Lots 28 to 36 on Plan SM-144 inclusive, being part of parcel 10930 and is located on the north side of the 1100 block of Nelson Street, as illustrated on Appendix "A" attached hereto.

HISTORY:

1938 – property acquired by the Town of Fort Frances

1939 - plan of subdivision registered (SM- 144) setting out 84 residential lots with adjacent laneways on the subject and adjacent lands.

1990 - Official Plan amendment (By-Law #72/90) changing subject land from Residential to Open Space.

1990 - Zoning amendment (By-Law #73/90) changing subject land Single Family Detached Dwelling Second Density Zone R2 to Open Space Zone 01 and reduction to minimum lot area.

1996 - By-Law #18/96 to assign name of "Nelson Street Park" to subject land and name other parks and sports fields within the municipality.

2004 - Expression of interest received to purchase this property for residential development. Recommendation from Planning Advisory Committee (PAC) that it be rezoned to R2, surveyed into 5 lots of equal frontage and they be offered for sale as unserviced lots. Recommendation by Planning and Development Executive Committee (PDEC) that use of lands continue as open space supported by Council with notation on record of the right to reconsider the property in the future.



2004 – 2008 - Property monitored informally by members of staff, administration and members of Council since 2004. Area residents and parks staff also indicated infrequent activity on the property both through direct observation in the first instance, and based on condition of the ground requiring minimal maintenance required to keep the property in good repair in the second.

2004 – 2008 – Numerous enquiries received from persons seeking properties within the municipality for residential development.

2007 – Council formally identified need for residential building lots within the municipality and initiated property review to identify properties having the highest potential. The subject property was identified formally as having the most potential with the least impacts financially or adversely to the area.

2008 – Council initiated process to rezone property as first step to developing creating residential building lots.

2008 – The By-Law amending the zoning on the subject land was defeated by a 4/3 vote.

EXISTING LAND USE

The property was vacant in 1938 when it was acquired by the Town and remained vacant until sometime after 1990 when the Official Plan and Zoning By-Law were amended when wooden playground equipment was constructed and installed by a community service group (Katimavik). A discussion with personnel in the Parks Department indicated that approximately 3 years after the equipment was installed, it was deemed to be unsafe and was removed. The equipment was not replaced and the property has remained as vacant open space ever since. The property has remained vacant ever since.

PROPOSED LAND USE:

The proposal is to rezone the property from "Open Space" to "Residential Type Two" to accommodate the creation of residential building lots for future development. Lots in an R2 zone are required to have 15 metres frontage. The property is 297 feet wide and can accommodate six lots of regulation width or five oversized lots. Lots of this size are comparable to existing residential lots within the immediate area and the infilling would not adversely affect the residential character of the area.

The proposal to convert this property for residential development has generated a number of positive enquiries and many expressions of interest in the purchase of the proposed lots, both from persons within and outside the municipality. To facilitate future disposition, a confidential listing of interested parties has been maintained.

OFFICIAL PLAN:

The subject lands are located in the **Living Area** of the Town of Fort Frances Official Plan. The policies of the Official Plan pertaining to this proposal include sections 2.1.2, which identifies the permitted uses of property located in the Living Area, and section 2.1.6. (i) and (ii) which sets out the policies relative to neighbourhood parks.

Section 2.1.2 identifies the uses permitted as "all forms of residential development, small scale commercial serving homes in the immediate neighbourhood and small scale institutional uses such as elementary schools, health care services, places of worship and neighbourhood parks. The proposal is to permit residential use for future development. In this regard, the proposal is supported by the policies of the Official Plan and no amendment is required.

Section 2.1.6 provides that "within the living area, neighbourhood parks should be provided within 1000 metres of all residential uses" and further that "neighbourhood parks should be between 1.5 and 2.0 ha. in size ... suitable for junior soccer pitches and junior baseball diamonds." In the first instance, to ensure the proposal would not compromise the integrity of the Official Plan in regards to the proximity of parks to residential areas, an inventory of open spaces was conducted using the 1000 metre radius. A map generated from our GIS system, (attached as Appendix "B") shows a total of 6 municipally owned parks within the specified area and appears to indicate that re-purposing the subject land to accommodate residential development would not compromise the intent of the Official Plan nor result in a lack of parks in the neighbourhood.

In addition to the above, a second map was generated to illustrate the number of public open spaces located throughout the municipality (attached as Appendix "C") and clearly shows the amount of parks and open space provided, which far exceeds that required by the Official Plan. A third map (attached as Appendix "D") was generated to illustrate the number of parks and open spaces that would be required to satisfy the requirement.

The second component of section 2.1.6 indicates that neighbourhood parks should be between 1.5 and 2.0 hectares in size. It is noted that with frontage of 90.52 metres and a depth of 36.75 metres, the subject property is approximately 0.33 hectares in size which would neither satisfy the current standard nor be suitable for the activities noted, namely junior soccer pitches or baseball diamond.

In addition, it is noted that the use of the word "should" in both of the noted policies indicates preference rather than regulation. In this regard, the proposal is supported by the policies of the Official Plan and no amendment is required.

ZONING:

The subject property is zoned "Open Space (OS)" in the current Zoning By-Law #8/98. The subject property was zoned residential from the date zoning was implemented in Fort Frances (1958) until 1990 when it was re-zoned by by-law 73/90 to Open Space zone 01. In 1998, the current Zoning By-Law was enacted with the property retaining the Open Space classification.

PROVINCIAL POLICY STATEMENTS:

The 2005 Provincial Policy Statement (PPS) enacted in March 2005, provides overall policy direction on matters of provincial interest related to land use and development in Ontario. The PPS sets the policy foundation regulating the development and use of land. The key objectives include: building strong communities, wise use and management of resources, and protecting

public health and safety. In respect of the exercise of authority affecting a planning matter, decisions are required to be consistent with the PPS. The 2005 PPS requires that land use be carefully managed to accommodate appropriate development to meet current and future needs while achieving efficient development patterns that optimize the use of land, resources and public investment in infrastructure.

This proposal is for the purpose of development of new residential lots through intensification and infilling within an existing settlement areas on existing municipal sewage and water services and is consistent with the following policies of the 2005 PPS:

- s. 1.1.1 (d)- avoids development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;
- s. 1.1.3 - focuses growth on the settlement areas;
- s 1.1.3.2 - is based on existing land use patterns within settlement areas which efficiently use the infrastructure available, and avoids the need for their unjustified and/or uneconomical expansion;
- s 1.1.3.4 - promotes intensification, redevelopment and compact form, while maintaining appropriate levels of public health and safety;
- s 1.1.3.7 - encourages new development to adjacent to the existing built-up area and provides mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities;
- s 1.6.2 - optimizes the use of existing infrastructure before consideration is given to developing new infrastructure; and
- s 1.6.4.2. - promotes intensification and redevelopment within settlement areas on existing municipal sewage services and municipal water services.

The lots that will be created are adjacent to an existing built-up area and is considered intensification and infilling. The proposal allows for the efficient use of land, infrastructure and public service facilities. This proposal, in my professional opinion, is consistent with 2005 PPS direction of intensification and redevelopment within the settlement areas and avoiding development and land use patterns which may cause environmental or public health and safety concerns.

CONSIDERATIONS/IMPLICATIONS:

Financial –This zoning amendment was initiated by Council as the first step toward the creation of residential building lots. The lots proposed for creation will be sold and although this initiative is not and never was intended to be a revenue generating exercise, the sale of the lots that will be created, and the increased tax assessment that will be generated from the construction of new residential dwellings will have a positive financial benefit to the municipality and will serve the good of the public.

Legal – The *Planning Act* requires that Council hold at least one (1) public meeting to receive comment on a proposed amendment. The Public Meeting for this application was held **Monday, December 12, 2011 at 6:45 p.m.** Notice of which was published in the November 18, 2011 edition of the Fort Frances Bulletin - a newspaper having sufficient general circulation to satisfy the requirements of Ontario Regulation 545/06 regarding notice to the public.

Economical – During my tenure with the Town, I have had discussions with a number of private Individuals and developers regarding possible residential development in the municipality. Notwithstanding an indication of the need and desire by the Town to facilitate such developments, there has been no significant forward movement by the private sector toward residential development that would help to resolve the deficiency. The initiative by Council to complete this proposal will improve the economic value of the municipality and generate a renewed interest in development by the private sector.

In addition, although the lots that will be created are not expected to alleviate the housing shortage, the overall community stands to benefit firstly because of the shifting in the housing market and secondly because of the revenue that will be applied to the development of the next property identified.

COMMENTS FOR CONSIDERATION:

Divisions:

As is standard procedure, the application was circulated for comment to manager/supervisor of each division for dissemination to appropriate staff, the Treasurer and the Fort Frances Power Corporation. Circulation resulted in identification by the Operations & Facilities Division of a storm sewer at the north limit of the property. At the time the property is sold, an easement will be included to accommodate maintenance.

Committee of Adjustment:

In 2006 to streamline the planning process, the Planning Advisory Committee (PAC) was amalgamated with the Committee of Adjustment. The advisory duties of the former committee was integrated with and delegated to the Committee of Adjustment.

Notwithstanding that this application was initiated by the Municipality, the process remained consistent with previous applications and was referred to the Committee of Adjustment for recommendation. On November 21, 2011, the Committee considered and unanimously supported the rezoning, passing a resolution recommending to Council that the property be rezoned on the basis that

- (a) there is sufficient greenspace in the area;
- (b) the lots would be readily available without extensions to services or roadways; and
- (c) there are little to no lots available in town for development in desirable areas and this area is desirable for new residential dwellings.

Public Meeting

Six people spoke at the public meeting - Five in opposition to the rezoning and one in favour of it. There were issues raised at the public meeting that were either of a personal nature, not relevant to the issue being considered or not based on land use planning. Only issues relative to the property being considered and based on planning merit are shown below. The notations (underlined) indicate how the issues have been or will be addressed:

1. Eric Rude presented a petition signed by 807 people opposing the rezoning and entitled "The Nelson Park Coalition". The petition indicated support to "*maintain the zoning of the park as open space and reaffirm the status of the property to as a park and to protect it from future*

development". It also suggested that "a community group or service club to consider adding such facilities" to "enhance the utility and enjoyment of the park for the entire community and include it with the Walkway/Trail system as a potential destination".

Neither the petition nor Mr. Rude outlined reasons for opposing the change in zoning. As a result there is nothing to address in regards to Mr. Rudes submission.

2. Jack Steinke spoke in opposition to the rezoning and opined that the sewer and water infrastructure was inadequate to support more dwellings and that Doug Brown (Manager of Operations & Facilities Division) estimated a cost of three or four million dollars to service the Huffman (school) property.

Standard operating procedure is that all divisions are given the opportunity to review and provide comment on all planning applications. Notwithstanding that Council initiated the zoning amendment now being considered, the application was circulated for consideration. Other than a storm sewer identified at the north limit of the property adjacent to the laneway, no other issues were identified by the Operations & Facilities (or any other) Division. Mr. Brown is a qualified professional engineer and has since indicated to me that contrary to Mr. Steinke's opinion, the addition of 5 more dwelling units in this location will not have a significant impact on the infrastructure. No further consideration of this issue is required.

3. Kalan Kielczewski made an oral presentation opposing the rezoning and provided written notes. Although she spoke well and with passion, the only issue in her submission that was based on the merits of good planning was the health and safety of the children. Unfortunately she failed to provide any evidence to support her opinion that the health and safety of the children would be affected by the removal of this park. Health and safety is a legitimate and valid issue that is considered during an evaluation of a zoning amendment. The Provincial Policy Statement details health and safety issues as natural and man-made hazards – none of which apply to this proposal.

Ms. Kielczewski also presented letters from Sarah Campbell, MPP and John Rafferty, MP supporting the group of citizens opposing the rezoning. The letters, which were identical stated the "belief that the park provided valuable playground space where numerous families take their very young children for wholesome outdoor recreation activities" but did not provide any land use planning principals to support the belief or anything that Council could rely on to cease the rezoning initiative.

4. Michelle George stated the rezoning was to generate an increase in the tax base and that the Town should focus on attracting and keeping residents in the area not on taking greenspace away.

In addition to the foregoing, Bonnie Kielczewski, Melissa Wilson and Joanne Bliss spoke in opposition to the rezoning. No land use planning reasons were stated for the opposition and as a result their submission require no further consideration.

5. Jason Kabel spoke in favour of the rezoning and supported the initiative of Council to create lots because it was the right thing to do for the majority of the citizens. He stated that contrary to the previous opinion, new dwellings add value to area properties and the proposal made sense.

SUMMARY, CONCLUSION AND RECOMMENDATION:

The initiative by Council to take this step toward satisfying an identified need for residential lots in the municipality is anticipated to act as an attractant to draw residents to the municipality rather than as a deterrent. This exercise was never intended to be a revenue generating exercise but it is the intent that any revenue realized from the sale of the lots will be earmarked and dedicated to facilitate the development of other town owned lands.

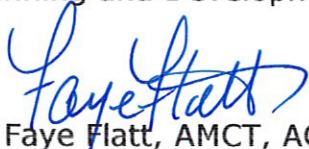
It is my professional opinion that the proposal being considered conforms to the Official Plan, is consistent with the Provincial Policy Statement as appropriate infilling within an existing built-up residential area on existing municipal services, and is a step toward satisfying an identified need for residential lots for the municipality.

Based on the foregoing, it is my recommendation that the process to change the zoning of the subject property from Open Space to Residential Type Two to permit residential use for future development proceed to the enactment of an amending by-law.

The Planning and Development Executive Committee considered this report and at it's meeting held December 15, 2011, supported the above recommendation.

Respectfully submitted

Planning and Development Division



N. Faye Platt, AMCT, ACST, CPT
Municipal Planner
Att'

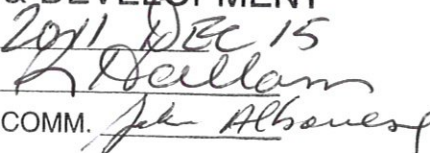
RECOMMENDED

PLANNING & DEVELOPMENT

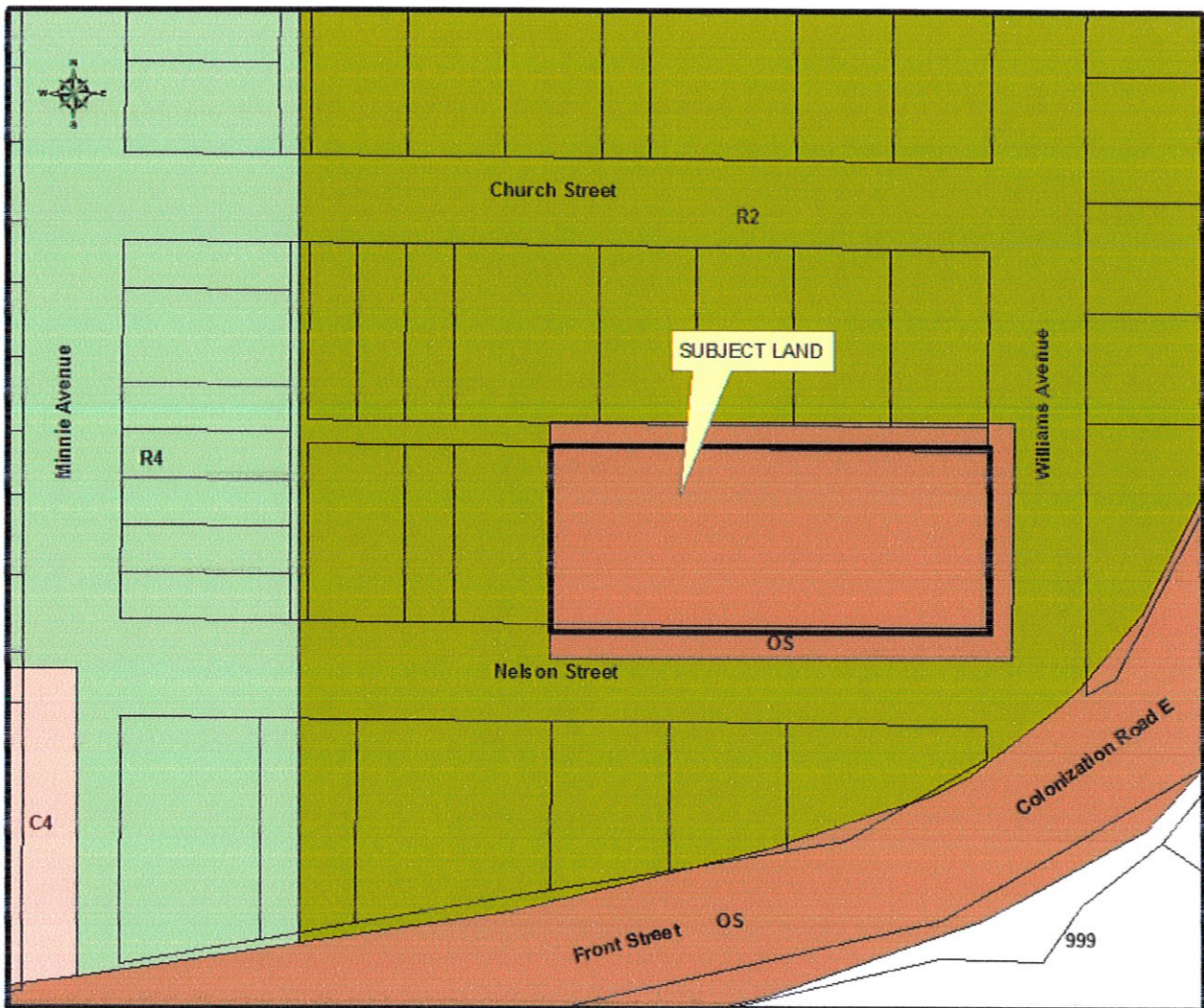
DATE: 2011 DEC 15

DIV. MNG.

EXECUTIVE COMM.



COUNCIL APPROVAL OF THIS REPORT WILL: approve the rezoning of the lots 28 to 36 on Plan SM-144 from "Open Space" to "Residential Type Two" to accommodate the creation of new residential lots for future development and authorize the preparation of an amendment to By-Law 8/98.



Planning Department

LOCATION MAP

Subject Property:

**Lots 28 to 36 inclusive
Plan SM-144**



PORT FRANCES, ONTARIO

File No.
ZBLA - 8-98-TT

Date
15 December 2011

Prepared By:
**Municipal Planner
N. F. Flatt**

Map Not to Scale

APPENDIX "A"

Agenda Item # 10.1 ...



Legend

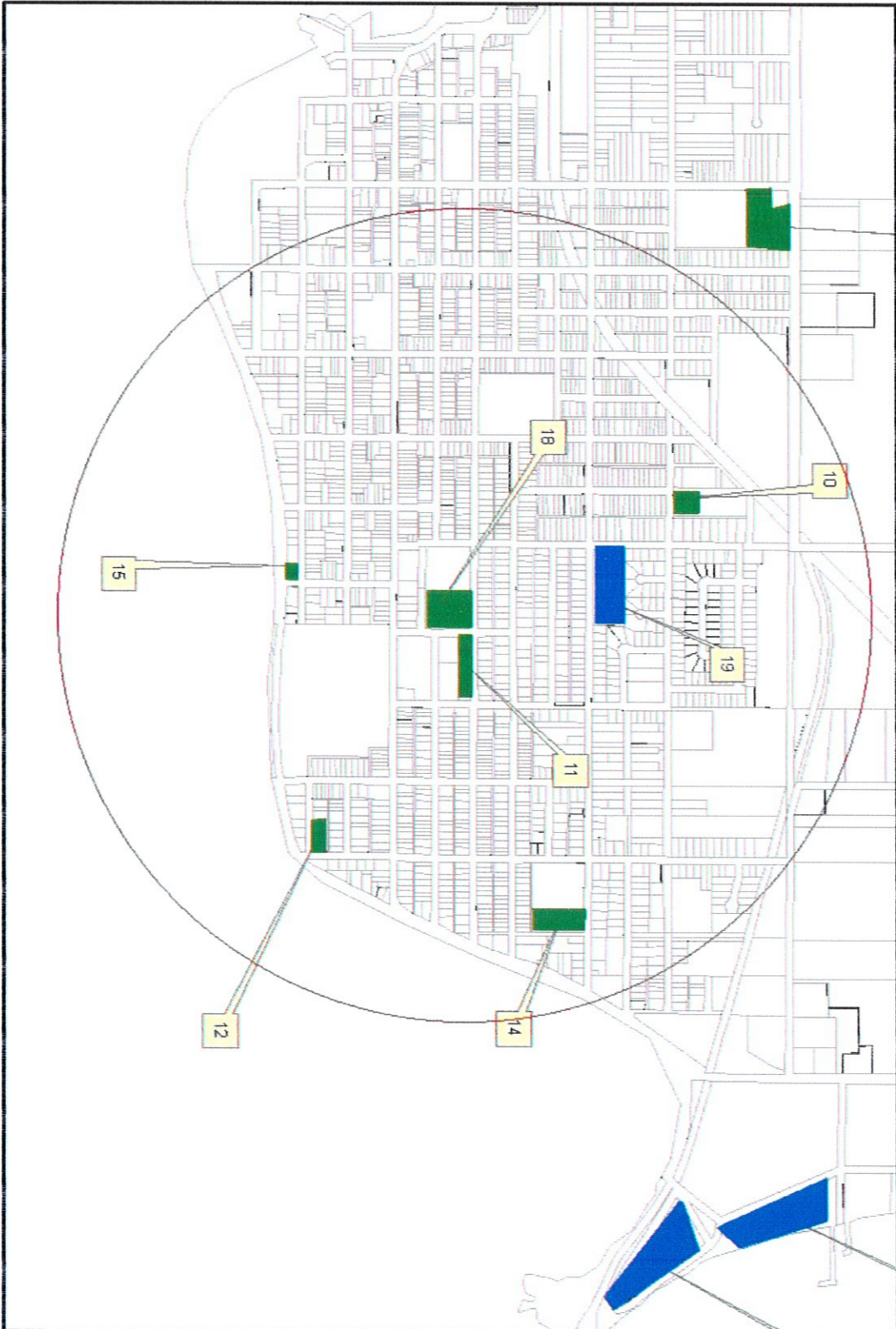
- = Municipal Property
- = Non-Municipal Property

PARKS *
(as per By-Law 18/96)

5. Pither's Point Park
- 5a. Vaulura Stadium
6. Legion West end Park
7. West End Sports Field
8. McIrvine Park
9. McIrvine rink
10. Phair Avenue Park
11. Lions Second Street Park
12. Nelson Street Park
13. Elks Lillie Avenue park
14. East End Park
15. Royal Purple Butler Avenue Park
16. St. Francis Sports Field
17. Roday North End Park
18. Arena Park
19. Knights of Columbus Playground

* Cemeteries omitted

Prepared By:
F. Flatt, Municipal Planner
Town of Fort Frances
For Illustration Purposes
15 December 2011



APPENDIX "C"

Agenda Item # 10.1 ...



Legend

- = Municipal Property
- = Non-Municipal Property

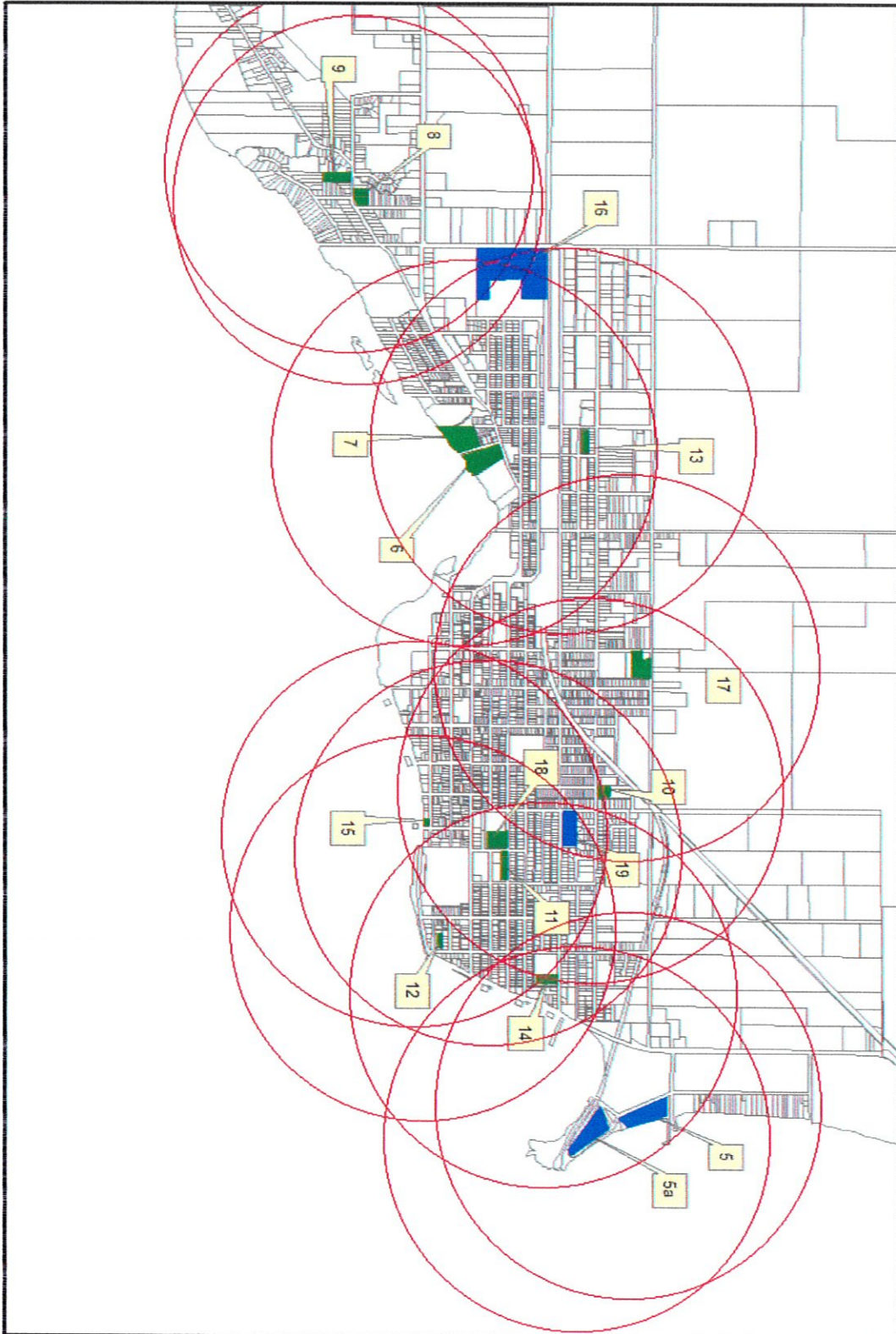
PARKS *

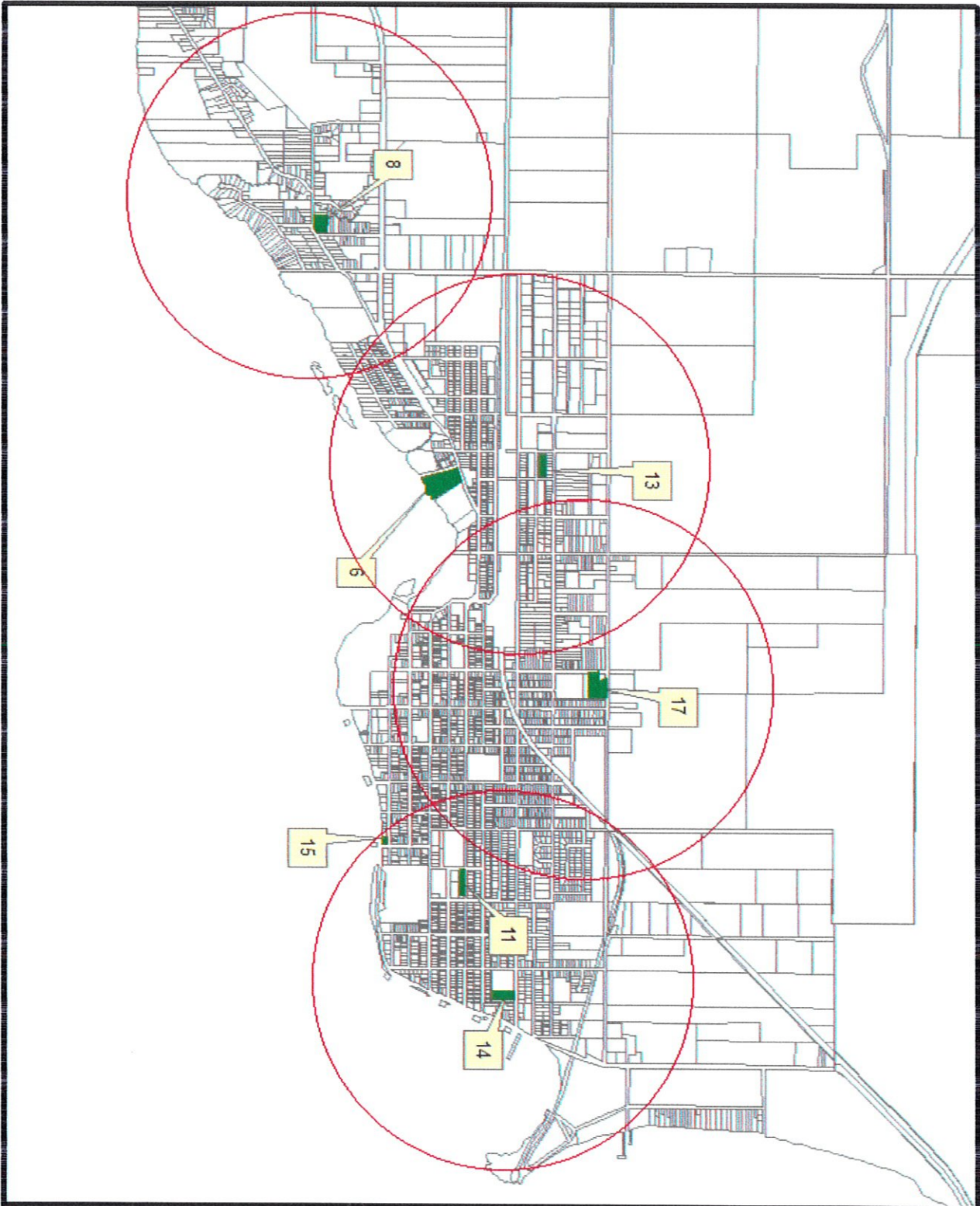
(as per By-Law 18/96)

5. Pilberr's Point Park
- 5a. Vanura Stadium
6. Legion West end Park
7. West End Sports Field
8. McDivine Park
9. McDivine Park
10. Phair Avenue Park
11. Lions Second Street Park
12. Nelson Street Park
13. Elks Little Avenue Park
14. East End Park
15. Royal Purple Butler Avenue Park
16. St. Francis Sports Field
17. Rotary North End Park
18. Arena Park
19. Knights of Columbus Playground

* Cemeteries omitted

Prepared By:
F. Platt, Municipal Planner
Town of Fort Frances
For Illustration Purposes
15 December 2011





To: Mayor Avis and Members of Council
From: N. Faye Flatt, AMCT, ACST, CPT
Municipal Planner
Date: 15 December 2011
Re: **Zoning By-Law Amendment #8/98-UU**
Lots 12 to 14 & Part of 11 Plan SM-129 & part of Lane
(Roll #: 030-001-004-50)

THE PROPOSAL:

The proposal is to change the zoning for this property from Tourist Commercial (C4) to Open Space (OS).

SUBJECT LAND

The subject land is legally described as Lots 12 to 14 & Part of 11 Plan SM-129 & part of Lane and is located on the north side of Front Street at the corner of Minnie Avenue as illustrated on Appendix "A" attached hereto.

PROPOSED LAND USE:

The proposal is to rezone the property from Tourist commercial (C4) to Open Space (OS). This zoning amendment was initiated by Council to offset the elimination of the Nelson Street Park from the greenspace inventory.

OFFICIAL PLAN:

The subject lands are designated as **Recreation Area** in the Town of Fort Frances Official Plan. Uses permitted in this area include municipal and public recreation facilities such as arenas, playing fields, community parks, walking and bicycle paths, snowmobile trails and related facilities and municipal marina facilities. The current zoning does not conform to the Official Plan.

ZONING:

The subject property is zoned Tourist Commercial (C4). The subject property does not conform to the designation in the Official Plan. The proposed zoning amendment will bring the property into conformity.

CONSIDERATIONS/IMPLICATIONS:

Financial – There are no financial implications identified with this proposal.

Legal – The *Planning Act* requires that Council hold at least one (1) public meeting to receive comment on a proposed amendment. The Public Meeting for this application was held **Monday, December 12, 2011 at 6:45 p.m.** Notice of which was published in the November 18, 2011 edition of the Fort Frances Bulletin - a newspaper having sufficient general circulation to satisfy the requirements of Ontario Regulation 545/06 regarding notice to the public.

COMMENTS FOR CONSIDERATION:**Divisions:**

As is standard procedure, the application was circulated for comment to manager/supervisor



of each division for dissemination to appropriate staff, the Treasurer and the Fort Frances Power Corporation. There were no issues identified as a result of circulation.

Committee of Adjustment:

On November 21, 2011, the Committee considered and unanimously supported the rezoning, passing a resolution recommending to Council that the property be rezoned.

Public Meeting

Eric Rude spoke in opposition to the rezoning citing that the property would serve the community better as a parking lot for the bass tournament. It is noted that the property has been used informally for this purpose over the past few years for community events but that in order for it to be permanently used as a parking lot, an amendment to the official plan and zoning would both be required. In addition, the zoning by-law requires that where parking is provided for four or more vehicles, the area must be surface treated.

SUMMARY, CONCLUSION AND RECOMMENDATION:

It is my professional opinion that the rezoning being considered will appropriately offset the greenspace being eliminated in the area and in addition, will bring the property into conformity with the Official Plan. It is my recommendation that the amending by-law to change the zoning from Tourist Commercial to Open Space be prepared but that it proceed only to first and second reading to avoid the conversion should the Nelson Street Park rezoning not be finalized or approved by the Ontario Municipal Board if it is appealed.

Respectfully submitted

Planning and Development Division



N. Faye Flatt, AMCT, ACST, CPT
Municipal Planner
Att'

RECOMMENDED

PLANNING & DEVELOPMENT

DATE: 2011 DEC 15

DIV. MNG. B. Deellam

EXECUTIVE COMM. John Albanese

COUNCIL APPROVAL OF THIS REPORT WILL: authorize the preparation of a bylaw to amend the rezoning of the Lots 12 to 14 & Part of 11 Plan SM-129 & part of Lane from "Tourist Commercial" to "Open Space" to be read a first and second time only at this time and finalized upon successful completion of zoning amendment 8/98-TT.



Planning Department

LOCATION MAP

Subject Property:
**Lots 12 to 14 & Part of
Lot 11 Plan SM-129 &
part of Lane**



FORT FRANCES, ONTARIO

File No.
ZBLA - 8-98-UU

Date
15 December 2011

Prepared By:
**Municipal Planner
N. F. Flatt**

Map Not to Scale

APPENDIX "A"



**Town of Fort Frances
General Fund (Operating)
Actuals as at November 30, 2011**

| | Actuals to Date | 2011 Budget | Variance |
|--|------------------------|-----------------------|---------------------|
| CORPORATE | | | |
| 050 Municipal Tax Levy (Interim Tax Levy) | (10,536,397.39) | (10,536,397.00) | 0.39 |
| 051 Education Tax Levy | (2,083,946.47) | (2,083,943.00) | 3.47 |
| 052 Supp/Omit Municipal Tax Levy | (26,021.72) | - | 26,021.72 |
| 053 Supp/Omit Education Tax Levy | (8,064.53) | - | 8,064.53 |
| 056 W/O Municipal | 70,822.49 | - | (70,822.49) |
| 057 W/O Education | 28,411.95 | - | (28,411.95) |
| 061 OMPF | (3,215,800.00) | (3,215,800.00) | - |
| 062 Payments-in-Lieu | (769,318.25) | (788,723.00) | (19,404.75) |
| 110 Mayor & Council | 414,752.79 | 528,500.00 | 113,747.21 |
| 112 Contribution to Reserves & Reserve Funds | | 700,000.00 | 700,000.00 |
| 113 Long Term Debt | 571,887.42 | 789,100.00 | 217,212.58 |
| 115 Election | - | - | - |
| 161 Riverside Health Care/Dr Recruitment | 63,071.42 | 71,500.00 | 8,428.58 |
| 161 Clinic Financing Interest | | 27,880.00 | 27,880.00 |
| 162 RR DSSAB | 1,795,899.50 | 1,959,163.00 | 163,263.50 |
| 163 Rainycrest | 333,452.90 | 363,767.00 | 30,314.10 |
| 164 Northwestern Health Unit | 359,128.91 | 366,240.00 | 7,111.09 |
| 820 Economic Development | 117,147.37 | 182,000.00 | 64,852.63 |
| 991 English Public School Board | 1,674,291.51 | 1,674,289.00 | (2.51) |
| 992 English Separate School Board | 402,949.30 | 402,948.00 | (1.30) |
| 993 French Public School Board | 1,897.87 | 1,898.00 | 0.13 |
| 994 French Separate School Board | 4,807.79 | 4,808.00 | 0.21 |
| Total Corporate | (10,801,027.14) | (9,552,770.00) | 1,248,257.14 |
| ADMINISTRATION AND FINANCE | | | |
| 070 Other Unassigned Revenue | (357,970.59) | (334,700.00) | 23,270.59 |
| 120 Administration | 351,197.10 | 400,455.00 | 49,257.90 |
| 121 Admin Vehicle | 1,006.06 | 4,125.00 | 3,118.94 |
| 122 Municipal Buildings | 61,929.57 | 79,135.00 | 17,205.43 |
| 125 HR Department | 29,746.85 | 39,500.00 | 9,753.15 |
| 130 Clerk | 143,946.88 | 162,730.00 | 18,783.12 |
| 140 Treasury | 453,083.35 | 478,025.00 | 24,941.65 |
| 910 PUC Administration | 79,240.38 | 93,474.00 | 14,233.62 |
| Total Administration and Finance | 762,179.60 | 922,744.00 | 160,564.40 |
| COMMUNITY SERVICES | | | |
| 211 Emergency Services | 870,475.62 | 1,008,975.00 | 138,499.38 |
| 227 Emergency Measures | 10,670.21 | 15,990.00 | 5,319.79 |
| 228 911 Service | 23,411.02 | 16,500.00 | (6,911.02) |
| 231 Police Revenue | (22,869.58) | (24,000.00) | (1,130.42) |
| 232 Police Services Board | 3,998.65 | 20,980.00 | 16,981.35 |
| 233 Police Administration | 2,187,774.82 | 2,567,360.00 | 379,585.18 |
| 622 Sister Kennedy Centre | 15,668.01 | 27,450.00 | 11,781.99 |
| 641 Fort Frances Children's Complex | 61,156.21 | 96,550.00 | 35,393.79 |

**Town of Fort Frances
General Fund (Operating)
Actuals as at November 30, 2011**

| | | Actuals to Date | 2011 Budget | Variance |
|----------------------------------|--|---------------------|---------------------|-------------------|
| 643 | Toy Lending Library/Resource | (12,702.35) | - | 12,702.35 |
| 644 | Day Care Resource Teacher | (3,185.17) | 3,510.00 | 6,695.17 |
| 645 | Best Start Special Needs | (7,788.47) | - | 7,788.47 |
| 653 | Handi-Transit System | 72,517.76 | 92,820.00 | 20,302.24 |
| 713 | Townshend Theatre | (12,523.01) | - | 12,523.01 |
| 722 | Recreation Facilities | 313,207.91 | 434,440.00 | 121,232.09 |
| 725 | Recreation Programs | 88,278.26 | 125,970.00 | 37,691.74 |
| 732 | Community Services | 122,445.52 | 123,375.00 | 929.48 |
| 740 | Sunny Cove Camp | (6,581.31) | 2,000.00 | 8,581.31 |
| 781 | Fort Frances Public Library | 388,669.65 | 453,080.00 | 64,410.35 |
| 791 | Museum | 110,988.02 | 128,400.00 | 17,411.98 |
| 817 | Waterfront Development/Marina | 33,004.53 | 43,435.00 | 10,430.47 |
| | Total Community Services | 4,236,616.30 | 5,136,835.00 | 900,218.70 |
| OPERATIONS AND FACILITIES | | | | |
| 310 | PW Administration | (62,672.70) | (21,837.00) | 40,835.70 |
| 311 | PW Buildings & Yards | 88,906.18 | 115,475.00 | 26,568.82 |
| 313 | Municipal Roads | 1,055,781.65 | 1,258,215.00 | 202,433.35 |
| 318 | Public Parking Lots | 6,044.49 | 24,043.00 | 17,998.51 |
| 320 | Sidewalks | 126,893.58 | 89,038.00 | (37,855.58) |
| 330 | Private Works Charges | 81,980.47 | 64,343.00 | (17,637.47) |
| 331 | Private Crossing Charges | 13,270.60 | 19,986.00 | 6,715.40 |
| 333 | PW Vehicles | 141,612.77 | 168,939.00 | 27,326.23 |
| 334 | PW Equipment | 167,588.16 | 204,236.00 | 36,647.84 |
| 344 | PW Stores | 68,262.47 | 60,306.00 | (7,956.47) |
| 345 | Traffic Signal Maintenance | 11,194.91 | 11,165.00 | (29.91) |
| 346 | Streetlight Maintenance | 74,775.28 | 128,000.00 | 53,224.72 |
| 350 | Garbage Collection | 52,129.60 | 24,965.00 | (27,164.60) |
| 351 | Recycling Services | 167,521.59 | 193,067.00 | 25,545.41 |
| 352 | Sanitary Landfill | (161,852.13) | (92,232.00) | 69,620.13 |
| 360 | Engineering | 53,682.59 | 54,118.00 | 435.41 |
| 390 | Airport | (34,422.15) | (61,834.00) | (27,411.85) |
| 391 | Airport Building Maintenance | 53,235.89 | 63,347.00 | 10,111.11 |
| 392 | Aircraft Services | 65,746.68 | 59,430.00 | (6,316.68) |
| 393 | Airport Grounds Maintenance | 92,999.36 | 95,711.00 | 2,711.64 |
| 580 | Parks & Cemeteries Admin. | 130,890.24 | 132,970.00 | 2,079.76 |
| 582 | Fort Frances Cemetery | 71,369.50 | 78,620.00 | 7,250.50 |
| 583 | Riverview Cemetery | 141,954.23 | 157,137.00 | 15,182.77 |
| 584 | Point Park | 38,678.90 | 23,922.00 | (14,756.90) |
| 585 | Parks - Outdoor Facilities | 267,000.10 | 247,412.00 | (19,588.10) |
| 586 | Lions Millennium Park | 5,420.35 | 10,327.00 | 4,906.65 |
| | Total Operations and Facilities | 2,717,992.61 | 3,108,869.00 | 390,876.39 |

**Town of Fort Frances
General Fund (Operating)
Actuals as at November 30, 2011**

| | | Actuals to Date | 2011 Budget | Variance |
|---------------------------------|---|-----------------------|-------------------|---------------------|
| PLANNING AND DEVELOPMENT | | | | |
| 150 | Civic Centre | 79,073.90 | 136,800.00 | 57,726.10 |
| 271 | By-Law Enforcement | 87,425.27 | 103,870.00 | 16,444.73 |
| 272 | Animal Shelter | 7,749.13 | 8,900.00 | 1,150.87 |
| 813 | Building Official | 42,234.45 | 45,080.00 | 2,845.55 |
| 815 | Planning & Zoning | 72,654.88 | 89,672.00 | 17,017.12 |
| | Total Planning and Development | 289,137.63 | 384,322.00 | 95,184.37 |
| | Sub-Total General Fund (Operating) | (2,795,101.00) | - | 2,795,101.00 |
| L80 | Surplus from Previous Year | (318,033.97) | - | 318,033.97 |
| | Deficit/(Surplus) | (3,113,134.97) | - | 3,113,134.97 |

Water and Sewer Fund (Operating)
Actuals to November 30, 2011

| WATER | | Actuals to Date | 2011 Budget | Variance |
|--------------|---------------------------------------|------------------------|--------------------|---------------------|
| 961 | Waterworks Administration | -1,598,482.94 | -686,561.00 | 911,921.94 |
| 965 | Water Treatment Plant | 461,005.64 | 555,696.00 | 94,690.36 |
| 966 | Water Storage Facility | 107,304.89 | 130,865.00 | 23,560.11 |
| | | -1,030,172.41 | 0.00 | 1,030,172.41 |
| L80 | Surplus from Previous Year Before TCA | 0.00 | 0.00 | 0.00 |
| | | -1,030,172.41 | 0.00 | 1,030,172.41 |

| SEWER | | Actual to Date | 2011 Budget | Variance |
|--------------|---------------------------------------|-----------------------|--------------------|-------------------|
| 410 | Sanitary Sewer Administration | -1,316,528.70 | -662,577.00 | 653,951.70 |
| 413 | Sewage Treatment Plant | 577,569.88 | 662,577.00 | 85,007.12 |
| | | -738,958.82 | 0.00 | 738,958.82 |
| L80 | Surplus from Previous Year Before TCA | 0.00 | 0.00 | 0.00 |
| | | -738,958.82 | 0.00 | 738,958.82 |

**Town of Fort Frances
Capital Fund Budget vs Actual
as at November 30, 2011**

| | Actual to Date | 2011 Budget | Variance |
|---|------------------|--------------|--------------------|
| Administration | | | |
| C-110-0490-0952 Contribution from Reserve Funds | | (800.00) | (800.00) |
| C-140-0490-0952 Contribution from Reserve Funds | | (35,000.00) | (35,000.00) |
| C-110-9109-0000 Sustainable Project Computer | 721.02 | 800.00 | 78.98 |
| C-140-9109-0000 Computer/Network Upgrades | 20,798.37 | 20,000.00 | (798.37) |
| C-140-9217-0000 Mail Folder/Stuffer Machine | 14,144.67 | 15,000.00 | 855.33 |
| Total Revenue | - | (35,800.00) | (35,800.00) |
| Total Expenditures | 35,664.06 | 35,800.00 | 135.94 |
| TOTAL ADMINISTRATION | 35,664.06 | - | (35,664.06) |
| CIVIC CENTRE | | | |
| C-150-0490-0952 Contribution from Reserve Funds | | (30,000.00) | (30,000.00) |
| C-150-9105-0000 Small Capital Purchases | 815.35 | - | (815.35) |
| C-150-9233-0000 HVAC Systems Remedial Work | 94,793.09 | 30,000.00 | (64,793.09) |
| Total Revenue | - | (30,000.00) | (30,000.00) |
| Total Expenditures | 95,608.44 | 30,000.00 | (65,608.44) |
| TOTAL CIVIC CENTRE | 95,608.44 | - | (95,608.44) |
| EMERGENCY SERVICES | | | |
| C-211-0490-0952 Contribution from Reserve Funds | | (12,475.00) | (12,475.00) |
| C-211-9109-0000 Computer Equipment | 1,546.14 | - | (1,546.14) |
| C-211-9122-0000 Breathing Apparatus | | 11,000.00 | 11,000.00 |
| C-211-9123-1471 GIS | 240.61 | 1,475.00 | 1,234.39 |
| C-211-9237-0000 CBRM Response Project | 28,964.67 | - | (28,964.67) |
| Total Revenue | - | (12,475.00) | (12,475.00) |
| Total Expenditures | 30,751.42 | 12,475.00 | (18,276.42) |
| TOTAL EMERGENCY SERVICES | 30,751.42 | - | (30,751.42) |
| PUBLIC WORKS | | | |
| Transportation | | | |
| C-310-0490-0406 AMO Federal Gas Tax | (497,119.06) | - | 497,119.06 |
| C-310-0490-0952/321 Contribution from Reserve Funds | | (349,667.00) | (349,667.00) |
| C-313-0490-0400/C3 Federal Gas Tax Reserve | | (497,612.00) | (497,612.00) |
| C-310-1620-5390 Transfer to FGT Reserve Fund | 497,119.06 | - | (497,119.06) |
| C-310-9105-1471 Small Equipment Purchases | 4,926.70 | 8,000.00 | 3,073.30 |
| C-310-9127-1471 Staff Coffee Room Upgrade/Enlargement | | 15,000.00 | 15,000.00 |
| C-313-9110-1523 Upgrades to Portage Pumping Station | 1,883.83 | 266,667.00 | 264,783.17 |
| C-313-9212-1110/11 Fifth Street Surface Treatment | | - | - |
| C-313-9222-1523 Surface Treatment-Osborne-Christie to Armit | 48,819.62 | 23,000.00 | (25,819.62) |
| C-313-9223-1523 Third St E-Portage to Mowat Roads | 66,036.86 | 187,945.00 | 121,908.14 |
| C-320-9166-1110-15 BioMass Sidewalks | | | - |

**Town of Fort Frances
Capital Fund Budget vs Actual
as at November 30, 2011**

| | | Actual to Date | 2011 Budget | Variance |
|--|--|-------------------|----------------|---------------------|
| C-320-9223-1523 | Third St E-Portage to Mowat Sidewalks | 40,727.78 | 44,635.00 | 3,907.22 |
| C-333-9133-1471 | Two Half Ton Trucks | 55,990.88 | 75,000.00 | 19,009.12 |
| C-334-9107-1471 | Backhoe/Loader | | 130,000.00 | 130,000.00 |
| C-334-9211-1471 | Brush Cutting Attachment | | - | - |
| C-345-9135-1471 | Pole Replacement | 5,188.56 | 5,000.00 | (188.56) |
| C-351-9128-1523 | Recycling Storage Upgrade | | - | - |
| C-350-9224-1523 | Lift Weight Scale & Landfill Site Building | 2,956.08 | 20,000.00 | 17,043.92 |
| C-360-9123-1471 | GIS Equipment & Mapping | 322.35 | 9,012.00 | 8,689.65 |
| C-360-9221-1523 | Engineering-Front St-E of Crowe-S. of Scott St | 6,479.39 | 44,000.00 | 37,520.61 |
| C-360-9223-1523 | Engineering-Third St E-Portage to Mowat | 45,947.24 | 19,020.00 | (26,927.24) |
| <u>Airport</u> | | | | |
| C-390-0490-0400 | Federal Grant | | (572,520.00) | (572,520.00) |
| C-390-0490-0952 | Contribution from Reserve Funds | | (25,000.00) | (25,000.00) |
| C-390-9157-1471 | Replace John Deere Pull behind Lawn Mower | 17,000.00 | 25,000.00 | 8,000.00 |
| C-390-9228-1471 | Perimeter Fencing around Runways | 238,980.78 | 572,520.00 | 333,539.22 |
| <u>Parks</u> | | | | |
| C-580-0490-0952/C- | Contribution from Reserve Funds | | (50,570.00) | (50,570.00) |
| C-586-0430-0632 | Lions Millennium Park- Donations | (3,400.00) | - | 3,400.00 |
| C-580-9105-1471 | Small Equipment Replacement | 2,476.15 | 5,000.00 | 2,523.85 |
| C-580-9109-1471 | Hand Held Portable PC | 773.07 | 2,000.00 | 1,226.93 |
| C-580-9157-1471 | Replace Riding Tractors | 20,348.98 | 23,570.00 | 3,221.02 |
| C-585-9108-1471 | Dock Repairs | 22,106.49 | 20,000.00 | (2,106.49) |
| C-586-9232-1523 | Lions Park Contracted Works | 5,627.34 | | (5,627.34) |
| C-586-1620-5390 | Transfer to Reserve Fund | | | - |
| Total Revenue | | (500,519.06) | (1,495,369.00) | (994,849.94) |
| Total Expenditures | | 1,083,711.16 | 1,495,369.00 | 411,657.84 |
| TOTAL PUBLIC WORKS | | 583,192.10 | - | (583,192.10) |
| FORT FRANCES CHILDREN'S COMPLEX | | | | |
| C-641-0490-0952 | Contribution from Reserve Funds | | (800.00) | (800.00) |
| C-641-9132-1471 | Desk | 1,525.38 | 800.00 | (725.38) |
| Total Revenue | | - | (800.00) | (800.00) |
| Total Expenditures | | 1,525.38 | 800.00 | (725.38) |
| TOTAL FFCC | | 1,525.38 | - | (1,525.38) |
| SISTER KENNEDY CENTRE | | | | |
| C-622-0490-0448 | Provincial Grant | (6,909.83) | (2,200.00) | 4,709.83 |
| C-622-0490-0952 | Contribution from Reserve Funds | | (2,500.00) | (2,500.00) |

**Town of Fort Frances
Capital Fund Budget vs Actual
as at November 30, 2011**

| | | Actual to Date | 2011 Budget | Variance |
|------------------------------|--|-------------------|-------------|--------------------|
| C-622-9105-0000 | Small Capital Purchases | 1,937.51 | - | (1,937.51) |
| C-622-9108-1523 | Centre Upgrades | 1,748.85 | 4,700.00 | 2,951.15 |
| | Total Revenue | (6,909.83) | (4,700.00) | 2,209.83 |
| | Total Expenditures | 3,686.36 | 4,700.00 | 1,013.64 |
| | TOTAL SKC | (3,223.47) | - | 3,223.47 |
| HANDI-VAN | | | | |
| C-653-0490-0952 | Contribution from Reserve Funds | | (90,000.00) | (90,000.00) |
| C-653-9133-0000 | Handicapped Van Replacement | 2,409.27 | 90,000.00 | 87,590.73 |
| | Total Revenue | - | (90,000.00) | (90,000.00) |
| | Total Expenditures | 2,409.27 | 90,000.00 | 87,590.73 |
| | TOTAL HANDI-VAN | 2,409.27 | - | (2,409.27) |
| <u>MSC/Recreation</u> | | | | |
| C-722-0490-0952/C7 | Contribution from Reserve Funds | | (74,400.00) | (74,400.00) |
| C-740-04300632 | Donations | (1,200.00) | | 1,200.00 |
| C-740-0490-0412 | Provincial Grant | (24,443.57) | (24,445.00) | (1.43) |
| C-740-0490-0437 | Kiwanis Club Grant | (8,200.00) | - | 8,200.00 |
| C-722-9121-0000 | York Compressor Replacement | 45,957.84 | 50,000.00 | 4,042.16 |
| C-722-9132-0000 | Auditorium Tables & Chairs | 2,478.05 | 2,500.00 | 21.95 |
| C-722-9220-0000 | Surveillance Cameras | 5,655.00 | 6,400.00 | 745.00 |
| C-722-9227-1471 | First Aid Actars | 2,080.11 | 2,500.00 | 419.89 |
| C-722-9235-0000 | Railing in Ice for Kids Stands | 7,982.50 | 8,000.00 | 17.50 |
| C-740-9105-0000 | Sunny Cove Camp Small Equipment | 8,639.26 | 5,000.00 | (3,639.26) |
| C-740-9108-1523 | Sunny Cove Camp Repairs (2010 Carryover) | 26,354.31 | 24,445.00 | (1,909.31) |
| | Total Revenue | (33,843.57) | (98,845.00) | (65,001.43) |
| | Total Expenditures | 99,147.07 | 98,845.00 | (302.07) |
| | TOTAL MSC | 65,303.50 | - | (65,303.50) |
| LIBRARY | | | | |
| C-781-0490-0400 | Federal Grant (CAPP) | (3,757.00) | - | 3,757.00 |
| C-781-9109-0000 | Computer Equipment | 3,334.14 | - | (3,334.14) |
| C-781-9165-1471 | New Library-Materials | 2,857.47 | - | (2,857.47) |
| C-781-9165-1527 | New Library-Contracted Services | 217.93 | - | (217.93) |
| | Total Revenue | (3,757.00) | - | 3,757.00 |
| | Total Expenditures | 6,409.54 | - | (6,409.54) |
| | TOTAL LIBRARY | 2,652.54 | - | (2,652.54) |
| MUSEUM | | | | |
| C-791-0490-0412 | Provincial Grant | (800.00) | - | 800.00 |
| C-791-0490-0632 | Donations | (4,175.00) | - | 4,175.00 |
| C-791-9107-0000 | Equipment Replacement (Camera) | 747.18 | - | (747.18) |

Page 3 of 5

**Town of Fort Frances
Capital Fund Budget vs Actual
as at November 30, 2011**

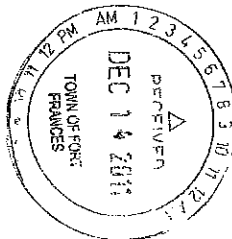
| | | Actual to Date | 2011 Budget | Variance |
|-----------------------------------|--|-------------------|--------------|---------------------|
| | Total Revenue | (4,975.00) | - | 4,975.00 |
| | Total Expenditures | 747.18 | - | (747.18) |
| | TOTAL MUSEUM | (4,227.82) | - | 4,227.82 |
| PLANNING & DEVELOPMENT | | | | |
| C-271-0490-0952/C-4 | Contribution from Reserve Funds | | (32,215.00) | (32,215.00) |
| C-271-9133-0000 | By-Law Half-Ton Replacement | 25,700.71 | 30,000.00 | 4,299.29 |
| C-815-9123-1471 | GIS Expense | 347.57 | 2,215.00 | 1,867.43 |
| | Total Revenue | - | (32,215.00) | (32,215.00) |
| | Total Expenditures | 26,048.28 | 32,215.00 | 6,166.72 |
| | TOTAL PLANNING & DEVELOPMENT | 26,048.28 | - | (26,048.28) |
| SOLAR PANEL PROJECT | | | | |
| C-830-0490-0952 | Contribution from Reserve Funds | | | |
| C-830-9225-1523 | Contacted Works | 193,386.70 | - | (193,386.70) |
| | Total Revenue | - | - | - |
| | Total Expenditures | 193,386.70 | - | (193,386.70) |
| | TOTAL SOLAR PANEL PROJECT | 193,386.70 | - | (193,386.70) |
| SANITARY SEWER | | | | |
| C-410-0490-0952 | Contribution from Reserve Funds | | (418,954.00) | (418,954.00) |
| C-410-0490-0954 | Contribution from Revenue Funds | | (448,982.00) | (448,982.00) |
| C-410-9105-1471 | Sanitary Sewer Small Tools | 4,945.16 | 10,000.00 | 5,054.84 |
| C-410-9123-1471 | GIS Equipment & Mapping | 322.34 | 2,458.00 | 2,135.66 |
| C-410-9133-0000 | Replace 1/2 Ton Truck | 28,596.80 | 34,500.00 | 5,903.20 |
| C-410-9138-1523 | Sanitary Manholes | 53,139.18 | 50,000.00 | (3,139.18) |
| C-410-9144-1523 | Upgrades to Portage Ave Storm Sewer | | 133,334.00 | 133,334.00 |
| C-410-9179-1523 | Infiltration & Inflow Study | 60,871.04 | 100,000.00 | 39,128.96 |
| C-410-9223-1523 | Third St E-Portage Ave to Mowat Ave | 315,079.67 | 537,644.00 | 222,564.33 |
| | Total Revenue | - | (867,936.00) | (867,936.00) |
| | Total Expenditures | 462,954.19 | 867,936.00 | 404,981.81 |
| | TOTAL SANITARY SEWER | 462,954.19 | - | (462,954.19) |
| SEWAGE TREATMENT PLANT | | | | |
| C-413-0490-0954 | Contribution from Revenue Fund | | (164,000.00) | (164,000.00) |
| C-413-9103-1471 | STP Pump Replacement - Materials | - | - | - |
| C-413-9105-1471 | Small Miscellaneous Capital | 56,368.46 | 119,000.00 | 62,631.54 |
| C-413-9105-1523 | Small Miscellaneous Capital - Contracted Works | 1,867.45 | - | (1,867.45) |
| C-413-9178-1471 | Collector Chain Replacement | 36,729.77 | 45,000.00 | 8,270.23 |
| | Total Revenue | - | (164,000.00) | (164,000.00) |
| | Total Expenditures | 94,965.68 | 164,000.00 | 69,034.32 |
| | TOTAL STP | 94,965.68 | - | (94,965.68) |

**Town of Fort Frances
Capital Fund Budget vs Actual
as at November 30, 2011**

| | | Actual to Date | 2011 Budget | Variance |
|----------------------------------|---|---------------------|-----------------------|-----------------------|
| WATERWORKS ADMINISTRATION | | | | |
| C-961-0490-0589 | Expense Recovery | (16,612.70) | 0 | 16,612.70 |
| C-961-0490-0954 | Contribution from Revenue Fund | | (710,834.00) | (710,834.00) |
| C-961-9105-1471 | Miscellaneous Tools/Equipment | 9,971.95 | 20,000.00 | 10,028.05 |
| C-961-9123-1471 | GIS Equipment & Mapping | 644.06 | 4,915.00 | 4,270.94 |
| C-961-9133-0000 | Replace 1/2 Ton | 24,440.63 | 34,500.00 | 10,059.37 |
| C-961-9223-1523 | Third St. E.-Portage Ave to Mowat Ave | 356,761.89 | 476,419.00 | 119,657.11 |
| C-961-9226-1523 | East of Butler Ave-Church St to Front St | 59,272.97 | 100,000.00 | 40,727.03 |
| C-961-9234-1523 | Sixth St E-Portage Ave to McKenzie Ave | 53,922.17 | 75,000.00 | 21,077.83 |
| C-961-9236-1523 | W & S 8Th York to East - Contracted Works | 86,790.16 | - | (86,790.16) |
| | Total Revenue | (16,612.70) | (710,834.00) | (694,221.30) |
| | Total Expenditures | 591,803.83 | 710,834.00 | 119,030.17 |
| | TOTAL WATERWORKS ADMIN | 575,191.13 | - | (575,191.13) |
| WATER TREATMENT PLANT | | | | |
| C-965-0490-0954 | Contribution from Revenue Fund | | (197,000.00) | (197,000.00) |
| C-965-9105-1471 | Misc. Small Capital | 2,791.41 | 50,000.00 | 47,208.59 |
| C-965-9133-0000 | Replace 1/2 Ton Truck | 28,596.80 | 35,000.00 | 6,403.20 |
| C-965-9152-1471 | Replace In-Plant Potable Water Lines | | 27,000.00 | 27,000.00 |
| C-965-9225-1523 | Solar Equipment Installation - WTP Roof Top | 65,579.15 | 85,000.00 | 19,420.85 |
| | Total Revenue | - | (197,000.00) | (197,000.00) |
| | Total Expenditures | 96,967.36 | 197,000.00 | 100,032.64 |
| | TOTAL WTP | 96,967.36 | - | (96,967.36) |
| TOTAL REVENUE | | (566,617.16) | (3,739,974.00) | (3,173,356.84) |
| TOTAL EXPENDITURES | | 2,825,785.92 | 3,739,974.00 | 914,188.08 |
| TOTAL CAPITAL | | 2,259,168.76 | - | (2,259,168.76) |

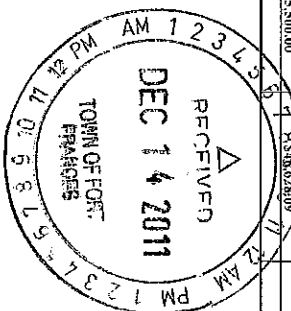
Agenda Item # 11.3 ...

| 2011 - tonnage at landfill site - up-dated December 1st, 2011 | | 4 Year Average | | | | | | | | | | | |
|---|-------------------|----------------|-----------|---------------------|---------|-------------------|------------|------------|------------|------------|--------------------------|------------|-------------|
| MONTH | Residential Waste | Res | ICI Waste | Non Community Waste | Non Com | Covering Material | 2007 Total | 2008 Total | 2009 Total | 2010 Total | 2007 to 2010 Total Waste | 2011 Total | 2011 Fee |
| | tonnes | % | tonnes | % | % | tonnes | tonnes | tonnes | tonnes | tonnes | tonnes | tonnes | 2007 Fee |
| JAN | 140.34 | 33.54 | 270.07 | 64.54 | 8.02 | 0.00 | 456.99 | 394.59 | 286.43 | 165.45 | 326.31 | 418.43 | \$17,586.00 |
| FEB | 118.37 | 33.02 | 182.52 | 58.83 | 10.44 | 102.32 | 340.66 | 377.21 | 286.43 | 132.57 | 284.22 | 311.33 | \$12,527.75 |
| MAR | 162.04 | 40.50 | 224.34 | 56.07 | 13.76 | 15.43 | 487.45 | 477.23 | 305.84 | 465.34 | 433.97 | 400.14 | \$19,426.50 |
| APRIL | 208.79 | 40.69 | 282.69 | 57.03 | 11.70 | 2.28 | 589.63 | 645.61 | 543.36 | 695.50 | 693.53 | 613.17 | \$33,311.50 |
| MAY | 285.51 | 34.66 | 455.77 | 63.16 | 16.69 | 2.18 | 742.02 | 769.61 | 675.12 | 665.65 | 715.95 | 769.97 | \$33,336.51 |
| JUNE | 293.66 | 43.71 | 361.40 | 53.76 | 17.02 | 2.53 | 424.05 | 636.61 | 670.05 | 666.35 | 733.95 | 672.28 | \$35,865.25 |
| JULY | 224.44 | 40.53 | 317.55 | 67.34 | 12.13 | 1043.77 | 958.32 | 750.62 | 661.86 | 697.30 | 752.28 | 653.77 | \$44,919.25 |
| AUG | 241.99 | 38.20 | 392.02 | 58.96 | 12.13 | 1.50 | 1462.36 | 663.88 | 454.32 | 548.71 | 605.88 | 606.88 | \$27,107.00 |
| SEPT | 234.51 | 38.20 | 392.02 | 58.96 | 12.13 | 2.84 | 1462.36 | 663.88 | 454.32 | 548.71 | 605.88 | 613.97 | \$27,315.25 |
| OCT | 244.68 | 38.53 | 354.85 | 57.91 | 13.27 | 2.17 | 356.74 | 655.92 | 497.65 | 648.20 | 623.97 | 612.80 | \$30,217.50 |
| NOV | 194.43 | 28.07 | 477.52 | 69.94 | 20.69 | 2.99 | 632.42 | 402.38 | 459.61 | 449.24 | 538.51 | 692.64 | \$24,111.25 |
| DEC | | | | | | | | | | | | | |
| Average per month | 211.72 | 37.99 | 352.66 | 60.59 | 13.80 | 2.48 | 482.54 | 616.73 | 608.47 | 453.28 | 537.44 | 554.23 | \$78,585.78 |
| Total | 2328.95 | | 3879.49 | | 152.94 | | 4877.87 | 7400.70 | 7313.70 | 6439.35 | 6448.23 | 6850.74 | \$31,029.51 |
| Tonnage of Fort Frances | 6208.44 | | | | | | | | | | | 678.31 | \$27,585.78 |
| Total Tonnage | 6361.38 | | | | | | | | | | | 6961.38 | \$31,029.51 |
| Residential Tonnage | 2328.95 | 36.11% | | | | | | | | | | | |
| ICI Tonnage | 3879.49 | 61.15% | | | | | | | | | | | |
| Coverage material | 4877.87 | | | | | | | | | | | | |
| linhp: 2010landfillsite\data2010 | | | | | | | | | | | | | |



Agenda Item # 11.4 ...

| 2011 O & F Division Capital Program | | Capital Code | TOTAL BUDGET | As of November 30, 2011 Actual | Variance | Notes |
|--|--|----------------|--------------|-----------------------------------|--------------|--|
| TRANSPORTATION | | | | | | |
| <i>Building/General Misc</i> | | | | | | |
| 1 Staff Coffee Room upgrade/renovation | | C310-9127-1471 | \$13,000.00 | \$0.00 | \$13,000.00 | no work completed - Fall time project |
| 2 Small Equipment | | C310-9105-1471 | \$8,000.00 | \$4,926.70 | \$3,073.30 | no bills yet have already ordered 2 lawnmowers and a new air grade gun |
| 3A Public Works Garage - Solar Installation | | C310-9225-1523 | | \$52,488.50 | | LTD Financing - awarded to Solar Logic on May 24, 2011 |
| <i>Large Equipment</i> | | | | | | |
| 3 Replace E320 - 1994 CAT Backhoe/Loader | | C33-9107-1471 | \$130,000.00 | \$0.00 | \$130,000.00 | Mill developing tender package tender closed on Dec 6, 2011 net cost is \$ 72310.31 |
| <i>Small Vehicles</i> | | | | | | |
| 4 Replace V131 - 1992 Dodge 12700 Truck | | C333-9133-1471 | \$35,000.00 | \$27,995.44 | \$7,004.56 | tender awarded at May 24, 2011 Council meeting. On order. Rec'd. Aug 29, 2011 |
| 5 Replace V149 1998 1/2 Ton Truck | | C333-9133-1471 | \$40,000.00 | \$27,995.44 | \$12,004.56 | tender awarded at May 24, 2011 Council meeting. On order. Rec'd. Aug 26, 2011 |
| <i>GIS/Engineering Services</i> | | | | | | |
| 6 Engineering Design - Front St - East of Crowe South of Scott Street (1355 m) | | C360-9221-1523 | \$44,000.00 | \$6,479.39 | \$37,520.61 | ENL on-site June 7, 2011 to complete survey work. Geotechnical work scheduled this fall |
| 7 Engineering Design - 3rd Street E - Portage Ave to Mowat (237 m) | | C360-9223-1523 | \$19,000.00 | \$45,947.24 | -\$26,927.24 | Tender advertised on May 28 with closing on June 21, 2011. Wagner awarded contract on June 27. Wagner commenced work on July 18 project completed on October 14 |
| 8 GIS Equipment & Mapping | | C360-9123-1471 | \$9,012.00 | \$322.35 | \$8,689.65 | usually order GIS materials in the fall |
| <i>Roads</i> | | | | | | |
| 9 Upgrades to Portage Ave Storm Sewer Pumping Station | | C313-9110-1523 | \$266,667.00 | \$1,883.83 | \$264,783.17 | email to CNR with additional information May 24, 2011. Appears CNR to approved piping easement application |
| Surface Treatment - Osborne Street from Christie to Armit (85 m) Revised to H14-10 50 mm thickness | | C313-9223-1523 | \$23,000.00 | \$48,819.62 | -\$25,819.62 | Tender advertised on May 28 with closing on June 21, 2011. Wagner awarded contract on June 27. Wagner commenced work on July 18 |
| 11 3rd Street E - Portage Ave to Mowat Ave (237 m) | | C313-9223-1523 | \$187,945.00 | \$66,076.86 | \$121,908.14 | Tender advertised on May 28 with closing on June 21, 2011. Wagner awarded contract on June 27. Wagner commenced work on July 18 project completed on October 14 |
| <i>Streetlight Pole Replacement</i> | | | | | | |
| 12 Pole Replacement | | C345-9135-1471 | \$5,000.00 | \$5,188.56 | -\$188.56 | FFPC purchased material and installed 6 new poles |
| <i>Sidewalks</i> | | | | | | |
| 13 3rd Street E - Portage Ave to Mowat Ave (237 m) | | C320-9223-1523 | \$44,635.00 | \$40,727.78 | \$3,907.22 | Tender advertised on May 28 with closing on June 21, 2011. Wagner awarded contract on June 27. Wagner commenced work on July 18 project completed on October 14 |
| 14 Life Weight Scale & Landfill Site Building | | C350-9224-1523 | \$20,000.00 | \$2,956.08 | \$17,043.92 | Work to take place in the fall - once linkline concrete work completed |
| <i>Airport</i> | | | | | | |
| 15 Replace John Deere Puli behind Lawn Mower | | C390-9157-1471 | \$25,000.00 | \$17,000.00 | \$8,000.00 | equipment on site - end of May, 2011 |
| <i>Perimeter Fencing around Runways *Pending Airport Capital Assistance</i> | | | | | | |
| TOTAL TRANSPORTATION | | | | | | |
| 16 Grant | | C390-9228-1471 | \$559,660.00 | \$23,980.78 | \$530,679.22 | ENL preparing tender package with consultation taking place with a aboriginal communities. Awarded work on August 8, 2011 to Wilco. Project started on September 6 project completed on October 13, 2011 |
| <i>Parks</i> | | | | | | |
| 17 Phase I - Water Front Dock Repairs & Replacement | | C385-9108-1471 | \$20,000.00 | \$22,045.45 | -\$2,045.45 | Williams Avenue Dock replaced. Also 1st Street to be replaced |
| TOTAL PARKS | | | | | | |
| 18 Small Equipment Replacement - mowder whipper snippers | | C380-9105-1471 | \$5,000.00 | \$2,476.15 | \$2,523.85 | purchased mechanic lift and laptop computer for mechanic - Free preventative maintenance program |
| 19 Replace 1997 - 275 JD Tractor - 62" Deck | | C380-9157-1471 | \$10,500.00 | \$22,106.49 | -\$11,606.49 | equipment on site - mid May, 2011 |
| TOTAL PARKS | | | | | | |
| CEMETERY | | | | | | |
| | | | \$35,500.00 | \$5,066,626.09 | -\$11,128.09 | |



Agenda Item # 11.4 ...

| 2011 O & F Division Capital Program | Capital Code | TOTAL BUDGET | As of November 30, 2011 Actual | Variance | Notes |
|--|----------------|----------------|-----------------------------------|----------------|--|
| 20 2 - Riding Lawn Tractor/Mower - 48" Decks | C580-9157-1471 | \$13,070.00 | \$0.00 | \$13,070.00 | equipment on site - mid May, 2011 included in project No. 19 costs some capital code |
| 21 Portable PC - Hand Held Unit for Stone Orchard Software Program | C580-9109-1471 | \$2,000.00 | \$773.07 | \$1,226.93 | |
| TOTAL CEMETERY | | \$16,070.00 | \$773.07 | \$15,296.93 | |
| ENVIRONMENT | | | | | |
| Sanitary Sewer - Collection System | | | | | |
| 22 Small Tools/Equipment | C410-9105-1471 | \$10,000.00 | \$4,945.16 | \$5,054.84 | Sewer Drain Cleaner & Safety Equipment |
| 23 GIS Equipment & Mapping | C410-9123-1471 | \$2,458.00 | \$322.34 | \$2,135.66 | no work completed To be done in the fall. |
| 24 Upgrades to Portage Ave Storm Sewer | C410-9144-1523 | \$133,334.00 | \$0.00 | \$133,334.00 | email to CNR with additional information May 24, 2011, Appears CNR to approved piping easement application |
| 25 Sanitary Manholes | C410-9138-1523 | \$50,000.00 | \$53,139.18 | -\$3,139.18 | Lining being prepared, Topsoil notified of work this year, Topsoil completed manholes September 10, 2011, Rec'd invoice Oct. 3, 2011 |
| 26 Infiltration & Inflow Study | C410-9179-1523 | \$100,000.00 | \$60,871.04 | \$39,128.96 | Ongoing KGS on site in September storm sewer survey, CCTV inspection in Nov |
| 27 3rd St E - Portage Ave to Mowat Ave (237 m) | C410-9123-1523 | \$537,644.00 | \$315,079.57 | \$222,564.43 | Tender advertised on May 28 with closing on June 21, 2011, Wagner awarded contract on June 27, Wagner commenced work on July 18 project completed on October 14 |
| 28 Replace 1996 V150 - Dodge 1/2 Ton Truck | C410-9133-0000 | \$34,500.00 | \$28,596.80 | \$5,903.20 | tender awarded in May 24, 2011 Council meeting, On order, Rec'd Aug. 26, 2011 |
| 29 Misc. Capital Upgrades | C413-9105-1471 | \$867,936.00 | \$464,954.19 | \$404,981.81 | Bar Screen Repairs, Purchase of UV Lamps & Ballasts, GBT Parts, Impeller Conversion Kits (Flygt Pump) & Flygt Pump Repair, Ordered new #5MP & #7MP Suction Blowers for Digesters (\$12,800.00) |
| Sanage Treatment Plant | | | | | |
| 30 Collector Chain Replacement (1200 ft) c/w barrel wrap & Night attachments | C413-9178-1471 | \$45,000.00 | \$36,729.77 | \$8,270.23 | Awaiting for a price from C & M Environmental Technologies, Materials order June 30, 2011 (4 week delivery), Delivered to plant Aug. 22, 2011 |
| Water System | | | | | |
| Water Distribution System | | | | | |
| 31 GIS Equipment & Mapping | C961-9123-1471 | \$4,915.00 | \$644.06 | \$4,270.94 | no work completed, To be done in the fall. |
| 32 Miscellaneous Tools/Equipment | C961-9105-1471 | \$20,000.00 | \$9,971.95 | \$10,028.05 | Purchased a Tapping Machine, Cutters, Drill and Socket Sets, BF Device Test Kit and Angle Grinder, (BF Tester for RP type devices) |
| 33 3rd Street E - Portage Ave to Mowat Ave (237 m) | C961-9123-1523 | \$476,418.70 | \$356,761.89 | \$119,656.81 | Tender advertised on May 28 with closing on June 21, 2011, Wagner awarded contract on June 27, Wagner commenced work on July 18 |
| 34 East of Butler Ave (Wood yard) - Church St to Front St (120 m) | C961-9126-1523 | \$1,000,000.00 | \$59,272.97 | \$940,727.03 | Tender advertised on May 28 with closing on June 21, 2011 |
| 35 Sixth Street E - Portage Ave to McKenzie Ave (110 m) | C961-9134-1523 | \$75,000.00 | \$53,922.17 | \$21,077.83 | Tender advertised on May 28 with closing on June 21, 2011 |
| 36 Replace 1996 V172 - S-10 Ton Truck | C961-9133-0000 | \$34,500.00 | \$24,440.63 | \$10,059.37 | tender awarded at May 24, 2011 Council meeting, On order, Rec'd Aug. 29, 2011 |
| 37 W&S 8th Street - York to the East | C961-9136-1523 | | \$86,790.16 | -\$86,790.16 | Tender advertised on May 28 with closing on June 21, 2011, Wagner awarded contract on June 27, Wagner commenced work on July 18 |
| Water Treatment Plant | | | | | |
| 37 Solar Equipment Installation - WTP Rooftop | C965-9123-1523 | \$53,000.00 | \$65,579.15 | \$19,420.85 | tender awarded at May 24, 2011 Council meeting |
| 38 Replace V176 - 2001 Dodge 1/2 Ton Truck | C965-9133-0000 | \$35,000.00 | \$28,596.80 | \$6,403.20 | tender awarded at May 24, 2011 Council meeting, On order, Rec'd Aug. 26, 2011 |
| 39 Misc. Small Capital Equipment | C965-9105-1471 | \$50,000.00 | \$2,791.41 | \$47,208.59 | Purchase of a chemical feed pump. |
| 40 Replace In-Pit Portable Water Lines | C965-9153-1471 | \$27,000.00 | \$0.00 | \$27,000.00 | no work completed, To be done in the fall. |
| | | \$197,000.00 | \$96,967.36 | \$100,032.64 | |
| TOTAL ENVIRONMENT | | \$1,939,769.70 | \$1,246,691.06 | \$693,078.64 | |
| TOTAL CAPITAL - O & F | | \$3,452,478.70 | \$1,581,840.79 | \$1,870,637.91 | |

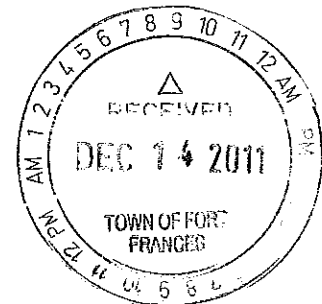
TOWN OF FORT FRANCES OPERATIONS STATISTICS

July 2011

STAFFING

The following table is a breakdown of lost man shifts during the month:

| | 2011 | 2010 |
|---------------------|---------------|---------------|
| WSIB | 5.00 | 0.00 |
| WI/LTD | 0.00 | 21.00 |
| SICK DAYS | 4.97 | 7.81 |
| COMPASSIONATE LEAVE | 2.00 | 0.00 |
| FLOATERS | 0.00 | 4.00 |
| VACATION | 89.50 | 99.75 |
| BANKED TIME USED | 6.22 | 22.50 |
| OFF | 8.47 | 11.81 |
| STATUTORY HOLIDAYS | 33.00 | 34.00 |
| TOTAL | 149.16 | 200.87 |



OVERTIME HOURS

Equivalent Straight Time Hours:

| | 2011 | 2010 | 2011 | 2010 |
|-----------------------|---------------|---------------|----------------|----------------|
| | July | July | Year To | Year To |
| | | | Date | Date |
| ADMINISTRATION | 0.00 | 0.00 | 0.00 | 0.00 |
| CAPITAL | 0.00 | 0.75 | 0.00 | 0.75 |
| ENGINEERING | 1.50 | 0.00 | 9.75 | 20.25 |
| INTERDEPARTMENTAL | 19.00 | 6.00 | 45.00 | 55.75 |
| PRIVATE WORK | 69.75 | 0.00 | 84.75 | 87.25 |
| RECYCLE/GARBAGE | 0.00 | 0.00 | 33.50 | 0.00 |
| ROADS | 52.75 | 58.50 | 537.75 | 159.25 |
| SEWER COLLECTION | 9.50 | 214.25 | 175.00 | 359.00 |
| SIDEWALKS | 78.00 | 7.50 | 120.25 | 80.25 |
| STORES | 0.00 | 0.00 | 33.00 | 30.00 |
| VEHICLE & EQUIPMENT | 47.00 | 38.00 | 202.50 | 185.50 |
| WATER TREATMENT PLANT | 59.50 | 49.00 | 173.00 | 173.75 |
| WATER DISTRIBUTION | 94.50 | 22.75 | 274.25 | 217.75 |
| WATER TOWER | 0.00 | 3.00 | 6.00 | 4.50 |
| TOTAL | 431.50 | 399.75 | 1694.75 | 1374.00 |

TRANSPORTATION REPORT**ROADS:****Storm Water Management – Rural:**

- Dug out beaver dam behind Caul's field twice

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street done once weekly
- Filled in shoulders of roadway on south side of Fifth Street from Portage Avenue to Wright Avenue

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes and added granular 'A' to low areas

Roadside Maintenance:

- Cut grass at dead ends, CN crossings and parking lots
- Removed sand pile from roadway at the Point Park Baseball Diamond
- Levelled piles at McIrvine Road dump site as required
- Trimmed trees at NE corner of Williams Avenue and Third Street East
- Trimmed trees along boulevards

Traffic Operations:

- Repaired and replaced signs as required
- Painted crosswalks, stop bars, no parking areas and Downtown parking spaces
- Installed new signage for Robert Moore School area

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections
- Assisted with tasks at Civic Centre as required
- Maintenance checks at Civic Centre as required
- Repaired any deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Cut grass at Public Works Building and Yards and Recycling Yard
- Cut grass around Animal Shelter

Private Work:

- Replaced sidewalk and crossings removed by Link Line (Union Gas)
- Removed temporary culvert from FFPC power plant on Eighth Street (Hydro One)
- Cleaned roof drainage laterals at Nanicost Building on July 13th

Private Crossings:

- Installed a culvert for private crossing at 705 McIrvine Road

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs of Airport, Fire Dept., WTP, Rec. Dept., Day Care, Handi-Van and Civic Centre vehicles as required

Public Relations:

- Picked up barricades from July 1st events
- Removed "Great Canadian Main Street" sign from the 100 block of Scott Street that was blown over (BIA)
- Painted parking lot stalls at Minnie Avenue and Front Street for Bass Tournament
- Delivered barricades for Parade of Boats and picked them up the following day

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance
- Handed out "Water Turn Off Advisories", "Drinking Water Advisories" and "Lifting of Drinking Water Advisories" when required
- Issued "Delinquent Account Notices" and turned off water for non-compliance as required
- Flushed sanitary sewer mains

Interdepartmental:

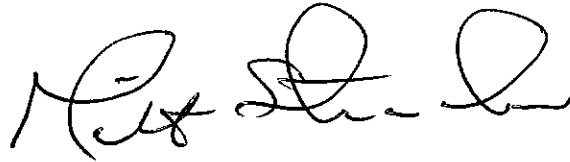
- Randy McArthur provided coverage for vacation at the Airport from July 5th to July 25th
- Delivered new bench to the top of the Lookout Tower
- Painted lines in Memorial Sports Centre parking lot

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer six (6) times
- Emptied bins from drop off centre as required

Health & Safety:

- A tailgate meeting was held on July 27th

A handwritten signature in black ink, appearing to read 'Milt Strachan', written in a cursive style.

Milt Strachan,
Superintendent of Transportation

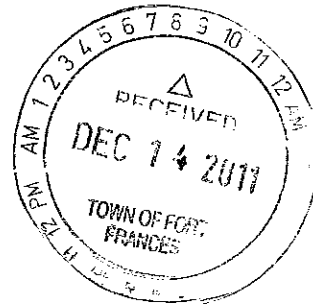
TOWN OF FORT FRANCES OPERATIONS STATISTICS

August 2011

STAFFING

The following table is a breakdown of lost man shifts during the month:

| | 2011 | 2010 |
|---------------------|---------------|---------------|
| WSIB | 0.00 | 7.00 |
| WI/LTD | 0.00 | 0.00 |
| SICK DAYS | 7.94 | 7.63 |
| COMPASSIONATE LEAVE | 2.00 | 0.00 |
| FLOATERS | 4.00 | 5.00 |
| VACATION | 112.00 | 131.00 |
| BANKED TIME USED | 7.63 | 12.63 |
| OFF | 4.13 | 1.25 |
| STATUTORY HOLIDAYS | 33.00 | 34.00 |
| TOTAL | 170.70 | 198.51 |



OVERTIME HOURS

Equivalent Straight Time Hours:

| | 2011 | 2010 | 2011 | 2010 |
|-----------------------|---------------|---------------|----------------|----------------|
| | August | August | Year To | Year To |
| | | | Date | Date |
| ADMINISTRATION | 0.00 | 0.00 | 0.00 | 0.00 |
| CAPITAL | 0.00 | 72.75 | 0.00 | 73.50 |
| ENGINEERING | 0.00 | 0.00 | 9.75 | 20.25 |
| INTERDEPARTMENTAL | 0.00 | 11.50 | 45.00 | 67.25 |
| PRIVATE WORK | 258.00 | 130.50 | 342.75 | 217.75 |
| RECYCLE/GARBAGE | 0.00 | 0.00 | 33.50 | 0.00 |
| ROADS | 133.00 | 24.00 | 670.75 | 183.25 |
| SEWER COLLECTION | 75.00 | 9.75 | 250.00 | 368.75 |
| SIDEWALKS | 205.50 | 0.00 | 325.75 | 80.25 |
| STORES | 0.00 | 0.00 | 33.00 | 30.00 |
| VEHICLE & EQUIPMENT | 48.50 | 35.50 | 251.00 | 221.00 |
| WATER TREATMENT PLANT | 43.75 | 22.50 | 216.75 | 196.25 |
| WATER DISTRIBUTION | 78.25 | 50.75 | 352.50 | 268.50 |
| WATER TOWER | 0.00 | 0.00 | 6.00 | 4.50 |
| TOTAL | 842.00 | 357.25 | 2536.75 | 1731.25 |

TRANSPORTATION REPORT**ROADS:****Hard Top Maintenance:**

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street done once weekly
- Replaced curb & gutter in areas in need of repair

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes as required

Roadside Maintenance:

- Cut grass at dead ends, CN crossings and parking lots
- Cut grass along boulevards on Osborne Street
- Removed a dead tree at 1005 Williams Avenue

Traffic Operations:

- Repaired and replaced signs as required
- Painted crosswalks, stop bars and no parking areas
- Installed sign for new 'Community Safety Zone' on King's Hwy.

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections
- Assisted with tasks at Civic Centre as required
- Maintenance checks at Civic Centre as required
- Repaired any deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Cut grass at Public Works Building and Yards and Recycling Yard
- Cut grass around Animal Shelter
- Stockpiled approximately 2000 tonnes of Granular 'A' on August 3rd & 4th
- Stockpiled approximately 1500 tonnes of Granular 'B' on August 5th

Private Work:

- Replaced sidewalk and crossings removed by Link Line (Union Gas)
- Flushed sanitary sewer mains at Lakeview Trailer Park

Private Crossings:

- Installed a private crossing at 1108 Victoria Avenue

Sidewalks – Summer:

- Replaced sidewalk in areas in need of repair
- Swept sidewalk and Bike Path along Waterfront

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs of Airport, Fire Dept., WTP, Rec. Dept., Day Care, Handi-Van and Civic Centre vehicles as required

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance
- Handed out "Water Turn Off Advisories", "Drinking Water Advisories" and "Lifting of Drinking Water Advisories" when required
- Issued "Delinquent Account Notices" and turned off water for non-compliance as required
- Removed manhole castings from old High School parking lot to Public Works Yard
- Flushed sanitary sewer mains

Interdepartmental:

- Graded roads in Cemeteries
- Hauled fill for cover material from McIrvine Road dump site to Landfill Site
- Moved boxes of material for shredding at Civic Centre on August 18th
- Completed ditching and leveled area at Airport runway by newly installed papi lights
- Removed bike rack from Huffman School

Recycling:

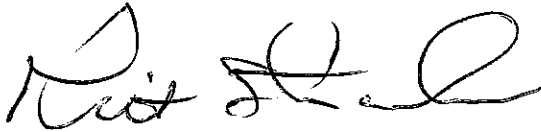
- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer four (4) times
- Emptied bins from drop off centre as required

Training:

- Rich Walton and Darren McCormick attended a course on *Hoisting and Rigging* at La Place Rendez-vous on August 18th & 19th

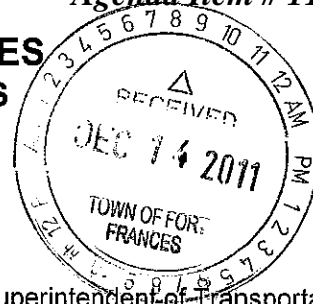
Health & Safety:

- A tailgate meeting was held on August 31st

A handwritten signature in black ink, appearing to read "Milt Strachan". The signature is fluid and cursive, with the first name "Milt" and last name "Strachan" clearly distinguishable.

Milt Strachan,
Superintendent of Transportation

TOWN OF FORT FRANCES
OPERATIONS STATISTICS
(September 2011)



STAFFING:

See Operations Statistics (September) 2011 prepared by M. Strachan, Superintendent of Transportation

OVERTIME HOURS - Equivalent Straight Time Hours

See Operations Statistics (September) 2011 prepared by M. Strachan, Superintendent of Transportation

WATER DISTRIBUTION:

Water Main Breaks:

- Number of water main breaks: One (1)
- Mowat Avenue - (300 blk.)

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: One (1)
- Scott St. - (900 blk.)

Main Valve Replacements:

- Number of water main valve replacements: None

Water Service Breaks:

- Number of water service breaks: One (1)
- 716 Portage Ave.

Water Service Repairs:

- Number of water service repairs: Four (4)
- 153 Fourth St. W., 615 Crowe Ave., 411 Colonization Rd. E. and 1118 River Rd. W.

Water Service Installations (NEW):

- Number of water service installations: None

Water Service Replacements:

- Number of water service replacements: None

Water Service Terminations:

- Number of water service terminations: One (1)
- 1210 Olde Shambles Rd.

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Seventeen (17)
 - 229 Fourth St. (2), 615 Crowe Ave. (2), 415 Mowat Ave. (6), 331 Third St. E., 1011 Front St.,
 - 921 Second St. E., 228 Sixth St. E., 911 Smith Ave., 210 Butler Ave. and 1319 Colonization Rd. W.

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: One (1)
 - 851 McIrvine Rd.

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: None

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- September 7 & 8, 2011 - assisted Couchiching F. N. in shutting down part of their water system in order to do maintenance work.
- September 9 & 23, 2011 - Flushed dead end watermain in the 800 blk. Church St.
- September 15, 2011 - Flushed dead end watermain in the 900 blk. McKenzie Ave.
- September 29, 2011 - P. Lemesurier, M. Allen and G. Wiedenhoef attended a Workplace Harassment/Violence Training and WHMIS Update Training. Public Work Building at Fort Frances, Ontario.
- Continued with the valve turning program (Section A) and hydrant valve exercising.
- Completed locates (as required) of the Town's infrastructure for various Contractors/Utility Companies.
- Recorded locations of curbs stops at various locations.

WATER TREATMENT PLANT:

- September, 2011 - In receipt of the Water Treatment Plant Monthly Report
- September 28, 2011 - Electrical inspection done at the Water Treatment Plant by Electrical Safety Authority.

SEWERAGE COLLECTION:Wastewater Main Backups:

- Number of wastewater main backup: None

Wastewater Main Repairs:

- Number of wastewater main repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: Two (2)
 - 1118 River Rd. W. and 1104 Church St.

Sewer Service Breaks:

- Number of sewer service breaks: None

Sewer Service Installations (NEW):

- Number of sewer service installations: None

Sewer Service Terminations:

- Number of sewer service terminations: Five (5)
- 528 Second St. E. (4) and 1210 Olde Shambles Rd.

Other Information:

- Cleaned Thirteen (13) plugged sewer services at the following locations:
 - 827 Armit Ave., 710 Scott St., 983 King's Hwy., 413 Third St. E., 215 McIrvine Rd., 562 Church St.,
 - 714 Wright Ave., 440 Third St. W., 601 Second St. E., 522 Third St. E., 902 Phair Ave.,
 - 745 River Rd. W. and 249 Elizabeth St. W.
- Sewer main flushing (Dead Ends) - Areas 6 and 7.
- CCTV inspected various building sewer services.
- Traced sanitary sewer services
- Completed locates (as required) of the Town's infrastructure for various Contractors/Utility Companies.
- Recorded locations of cleanouts at various locations.
- September 13, 2011 - Cleaned sanitary sewer lines for Couchiching F.N.
- September 14 - 17, 2011 - Top Shot Concrete commenced restoration of sanitary manholes.

WASTE-WATER TREATMENT FACILITY:

- September, 2011 - In receipt of the Wastewater Treatment Facility Monthly Report
- September 28, 2011 - Electrical inspection done at the Wastewater Treatment Plant by Electrical Safety Authority.

WASTE MANAGEMENT:Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 0 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during the period.

- Amount of residential waste delivered to the landfill:
 - 234,510 kgs (234.51 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 424,840 kgs (424.84 tonnes)
- September 3, 2011 - K. J. Refrigeration & Air Conditioning Inc. removed the refrigerants from the appliances at the landfill.

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 1 complaint
- Amount of recycled waste diverted from the landfill:
 - 48,270 kgs (48.27 tonnes) Metro

Prepared By: J. L. H.

Environmental & Facilities Superintendent

Date: 08-12-2011

TOWN OF FORT FRANCES OPERATIONS STATISTICS

September 2011

STAFFING

The following table is a breakdown of lost man shifts during the month:

| | 2011 | 2010 |
|---------------------|---------------|---------------|
| WSIB | 0.00 | 22.00 |
| WI/LTD | 0.00 | 0.00 |
| SICK DAYS | 9.44 | 17.75 |
| COMPASSIONATE LEAVE | 0.00 | 0.00 |
| FLOATERS | 5.00 | 4.00 |
| VACATION | 61.00 | 38.50 |
| BANKED TIME USED | 4.56 | 19.64 |
| OFF | 0.25 | 0.25 |
| STATUTORY HOLIDAYS | 27.00 | 26.00 |
| TOTAL | 107.25 | 128.14 |



OVERTIME HOURS

Equivalent Straight Time Hours:

| | 2011 | 2010 | 2011 | 2010 |
|-----------------------|---------------|---------------|----------------|----------------|
| | Sept | Sept | Year To | Year To |
| | | | Date | Date |
| ADMINISTRATION | 0.00 | 0.00 | 0.00 | 0.00 |
| CAPITAL | 0.00 | 0.00 | 0.00 | 73.50 |
| ENGINEERING | 0.00 | 0.00 | 9.75 | 20.25 |
| INTERDEPARTMENTAL | 0.00 | 3.00 | 45.00 | 70.25 |
| PRIVATE WORK | 107.75 | 81.75 | 450.50 | 299.50 |
| RECYCLE/GARBAGE | 18.00 | 31.50 | 51.50 | 31.50 |
| ROADS | 108.00 | 30.00 | 778.75 | 213.25 |
| SEWER COLLECTION | 28.25 | 66.00 | 278.25 | 434.75 |
| SIDEWALKS | 141.75 | 71.25 | 467.50 | 151.50 |
| STORES | 0.00 | 0.00 | 33.00 | 30.00 |
| VEHICLE & EQUIPMENT | 66.00 | 16.75 | 317.00 | 237.75 |
| WATER TREATMENT PLANT | 20.88 | 13.50 | 237.63 | 209.75 |
| WATER DISTRIBUTION | 133.00 | 44.25 | 485.50 | 312.75 |
| WATER TOWER | 0.00 | 0.00 | 6.00 | 4.50 |
| TOTAL | 623.63 | 358.00 | 3160.38 | 2089.25 |

TRANSPORTATION REPORT

ROADS:

Storm Water Management - Urban:

- Flushed storm sewer laterals and cleaned catch basin sumps
- Repaired leak in storm sewer at 900 Fifth Street West

Storm Water Management - Rural:

- Cleaned debris from culvert ends
- Removed beaver dam from ditch behind Caul's field
- Cut brush in ditches with Hyundai backhoe and new brush cutter

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street done once weekly

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes as required

Roadside Maintenance:

- Levelled piles at McIrvine Road Dump Site
- Trimmed trees in Town boulevards
- Removed tree that was blown down in high winds from the lane at 419 Third Street West on September 15th.
- Removed dead tree from boulevard at 322 First Street East on September 15th.

Winter Controls:

Traffic Operations:

- Repaired and replaced signs as required
- Completed installation of sign on King's Highway for Community Safety Zone.
- Painted crosswalks, stop bars, yellow no parking area and handi-cap parking stalls

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections
- Assisted with tasks at Civic Centre as required
- Maintenance checks at Civic Centre as required
- Repaired any deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required

Private Work:

- Replaced sidewalk and crossings removed by Link Line /Union Gas while installing new gas mains
- Flushed sanitary sewer mains at Couchiching on September 13th

Sidewalks – Winter:

Sidewalks – Summer:

- Replaced sidewalk in areas in need of repair

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs of Fire Dept., WTP, Rec. Dept., Day Care, Handi-Van and Civic Centre vehicles as required

Public Relations:

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance
- Handed out "Water Turn Off Advisories", "Drinking Water Advisories" and "Lifting of Drinking Water Advisories" when required
- Issued "Delinquent Account Notices" and turned off water for non-compliance as required
- Flushed sanitary sewer mains

Interdepartmental:

- Removed lions head fountain at Lion's Park on September 20th
- Winterized Marina on September 20th
- Supplied Parks with extra labour (Tom Pollard) for edging graves from September 26th to 29th
- Randy McArthur provided coverage for vacation at the Airport from September 19th to 22nd

Recycling:

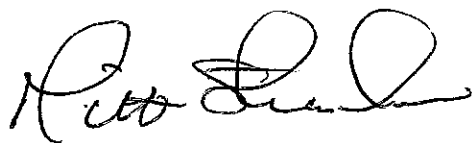
- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer two (2) times
- Emptied bins from drop off centre as required

Training:

- Dan Mattson, Brian Lee, Rich Walton, Dave Martin, Rob Paterson, Jack Fiset, Darren McCormick, Chad Hanson, Tom Pollard, Darwin Woods, Paul LaFreniere, Randy McArthur, Brian Henttonen and ~~Rick~~ ^{Greg} Wiedenhoeft attended Motor Grader Training from September 6th to 21st

Health & Safety:

- A Health and Safety Tailgate meeting was held with all staff on September 29th



Milt Strachan,
Superintendent of Transportation

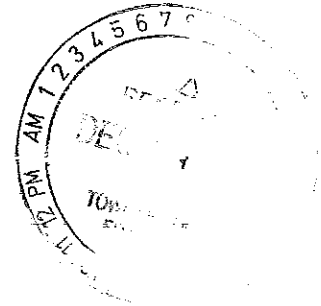
TOWN OF FORT FRANCES OPERATIONS STATISTICS

October 2011

STAFFING

The following table is a breakdown of lost man shifts during the month:

| | 2011 | 2010 |
|---------------------|---------------|---------------|
| WSIB | 0.00 | 21.00 |
| WI/LTD | 0.00 | 0.00 |
| SICK DAYS | 13.44 | 12.38 |
| COMPASSIONATE LEAVE | 3.00 | 0.00 |
| FLOATERS | 1.50 | 3.00 |
| VACATION | 81.00 | 50.00 |
| BANKED TIME USED | 14.94 | 16.99 |
| OFF | 2.00 | 1.03 |
| STATUTORY HOLIDAYS | 27.00 | 26.00 |
| TOTAL | 142.88 | 130.40 |



OVERTIME HOURS

Equivalent Straight Time Hours:

| | 2011 | 2010 | 2011 | 2010 |
|-----------------------|---------------|---------------|----------------|----------------|
| | Oct | Oct | Year To | Year To |
| | | | Date | Date |
| ADMINISTRATION | 0.00 | 0.00 | 0.00 | 0.00 |
| CAPITAL | 0.00 | 0.00 | 0.00 | 73.50 |
| ENGINEERING | 0.75 | 0.00 | 10.50 | 20.25 |
| INTERDEPARTMENTAL | 6.00 | 0.00 | 51.00 | 70.25 |
| PRIVATE WORK | 45.75 | 24.75 | 496.25 | 324.25 |
| RECYCLE/GARBAGE | 0.75 | 0.00 | 52.25 | 31.50 |
| ROADS | 30.00 | 24.75 | 808.75 | 238.00 |
| SEWER COLLECTION | 60.00 | 17.00 | 338.25 | 451.75 |
| SIDEWALKS | 60.00 | 12.00 | 527.50 | 163.50 |
| STORES | 0.00 | 12.00 | 33.00 | 42.00 |
| VEHICLE & EQUIPMENT | 59.00 | 16.00 | 376.00 | 253.75 |
| WATER TREATMENT PLANT | 13.50 | 12.00 | 251.13 | 221.75 |
| WATER DISTRIBUTION | 51.75 | 3.75 | 537.25 | 316.50 |
| WATER TOWER | 0.00 | 0.00 | 6.00 | 4.50 |
| TOTAL | 327.50 | 122.25 | 3487.88 | 2211.50 |

TRANSPORTATION REPORT

ROADS:

Storm Water Management - Urban:

- Flushed storm sewer laterals and cleaned catch basin sumps
- Cleaned leaves and debris from catch basins

Storm Water Management - Rural:

- Continued brush cutting in ditches with Hyundai

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street once weekly

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes

Roadside Maintenance:

- Picked up garbage/debris from along ditches

Winter Controls:

Traffic Operations:

- Repaired and replaced signs as required
- Painted crosswalks, stop bars, and handi-cap parking stalls
- Installed normal size Stop Signs at intersection of Crowe Avenue and Fourth Street East by Robert Moore School

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections
- Assisted with tasks at Civic Centre as required
- Maintenance checks at Civic Centre as required
- Repaired any deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Cut grass around Public Works building and in yards
- Cleaned up debris from all yards
- Painted storage room in Public Works office

Private Work:

- Replaced sidewalk/crossings removed by Link Line /Union Gas while installing new gas mains

Sidewalks – Winter:

Sidewalks – Summer:

- Replaced sidewalk in areas in need of repair

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs of Fire Dept., WTP, Rec. Dept., Day Care, Handi-Van and Civic Centre vehicles as required
- Moved sand trucks inside shop and prepared them for Winter Control Operations
- Prepared plowing equipment for Winter Control Operations

Public Relations:

- Moved all flower pots off of islands and stored them at Riverview Cemetery for the winter

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance
- Handed out "Water Turn Off Advisories", "Drinking Water Advisories" and "Lifting of Drinking Water Advisories" when required
- Issued "Delinquent Account Notices" and turned off water for non-compliance as required
- Cleaned sanitary sewer mains
- Insulated all dead-end manholes on sanitary sewer mains
- Flushed dead-end sanitary sewer mains

Interdepartmental:

- Supplied Parks with extra labour (Tom Pollard) for edging graves from October 3rd to 6th
- Darrell Crowe read meters as per schedule
- Blew out waterlines to winterize at Sunny Cove on October 19th
- Cleaned out septic tanks at Sunny Cove on October 19th
- Removed piles of debris behind camp sites at Point Park
- Pushed up zamboni snow at Arena
- Assisted Weigh-Tronix in raising scales at the Landfill Site
- Insulated air conditioner at Marina on October 27th
- Randy McArthur provided coverage for vacation at the Airport from October 6th to October 20th

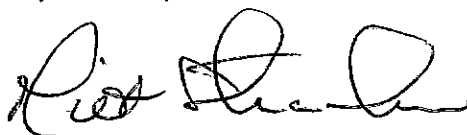
Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer four (4) times
- Emptied bins from drop off centre as required

Training:

Health & Safety:

- A workplace inspection was done at the Water Tower on October 21st
- A workplace inspection was done at the Water Treatment Plant on October 21st



Milt Strachan,
Superintendent of Transportation

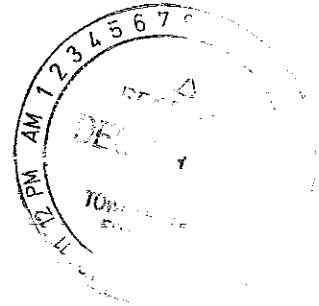
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October 2011

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OVERTIME HOURS

Equivalent Straight Time Hours:

| | 2011 | 2010 | 2011 | 2010 |
|-----------------------|---------------|---------------|----------------|----------------|
| | Oct | Oct | Year To | Year To |
| | | | Date | Date |
| ADMINISTRATION | 0.00 | 0.00 | 0.00 | 0.00 |
| CAPITAL | 0.00 | 0.00 | 0.00 | 73.50 |
| ENGINEERING | 0.75 | 0.00 | 10.50 | 20.25 |
| INTERDEPARTMENTAL | 6.00 | 0.00 | 51.00 | 70.25 |
| PRIVATE WORK | 45.75 | 24.75 | 496.25 | 324.25 |
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TRANSPORTATION REPORT

ROADS:

Storm Water Management - Urban:

- Flushed storm sewer laterals and cleaned catch basin sumps
- Cleaned leaves and debris from catch basins

Storm Water Management - Rural:

- Continued brush cutting in ditches with Hyundai

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street once weekly

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes

Roadside Maintenance:

- Picked up garbage/debris from along ditches

Winter Controls:

Traffic Operations:

- Repaired and replaced signs as required
- Painted crosswalks, stop bars, and handi-cap parking stalls
- Installed normal size Stop Signs at intersection of Crowe Avenue and Fourth Street East by Robert Moore School

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections
- Assisted with tasks at Civic Centre as required
- Maintenance checks at Civic Centre as required
- Repaired any deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Cut grass around Public Works building and in yards
- Cleaned up debris from all yards
- Painted storage room in Public Works office

Private Work:

- Replaced sidewalk/crossings removed by Link Line /Union Gas while installing new gas mains

Sidewalks – Winter:

Sidewalks – Summer:

- Replaced sidewalk in areas in need of repair

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs of Fire Dept., WTP, Rec. Dept., Day Care, Handi-Van and Civic Centre vehicles as required
- Moved sand trucks inside shop and prepared them for Winter Control Operations
- Prepared plowing equipment for Winter Control Operations

Public Relations:

- Moved all flower pots off of islands and stored them at Riverview Cemetery for the winter

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance
- Handed out "Water Turn Off Advisories", "Drinking Water Advisories" and "Lifting of Drinking Water Advisories" when required
- Issued "Delinquent Account Notices" and turned off water for non-compliance as required
- Cleaned sanitary sewer mains
- Insulated all dead-end manholes on sanitary sewer mains
- Flushed dead-end sanitary sewer mains

Interdepartmental:

- Supplied Parks with extra labour (Tom Pollard) for edging graves from October 3rd to 6th
- Darrell Crowe read meters as per schedule
- Blew out waterlines to winterize at Sunny Cove on October 19th
- Cleaned out septic tanks at Sunny Cove on October 19th
- Removed piles of debris behind camp sites at Point Park
- Pushed up zamboni snow at Arena
- Assisted Weigh-Tronix in raising scales at the Landfill Site
- Insulated air conditioner at Marina on October 27th
- Randy McArthur provided coverage for vacation at the Airport from October 6th to October 20th

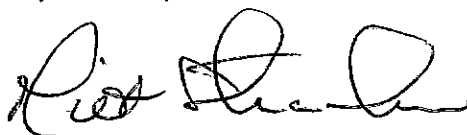
Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer four (4) times
- Emptied bins from drop off centre as required

Training:

Health & Safety:

- A workplace inspection was done at the Water Tower on October 21st
- A workplace inspection was done at the Water Treatment Plant on October 21st

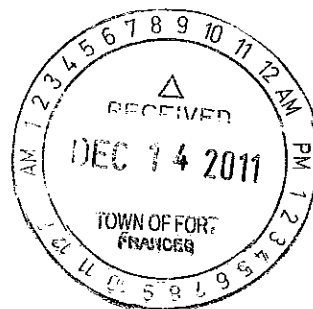


Milt Strachan,
Superintendent of Transportation

WASTE DISPOSAL SITE MONTHLY INSPECTION FORM

MONTH: September 2011INSPECTION DATE/TIME: October 3, 2011 @ 3:30 p.m.OPERATOR: Tom VeertTOWN OF FORT FRANCES REPRESENTATIVE: Douglas Herr

| | YES | NO |
|--|-------------------------------------|-------------------------------------|
| 1) Adequate signs posted | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2) Scavaging | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3) Operating According to Conditions on Certificate of Approval | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



SATISFACTORY UNSATISFACTORY

| | | |
|----------------------------|-------------------------------------|--------------------------|
| 4) Compaction of Refuse | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5) Cover of Refuse | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6) Housekeeping of Site | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7) Working Face | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8) Number of Dumping Areas | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9) Segregation of Refuse | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10) Controlling Litter | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

GENERAL COMMENTS:

1. Garbage Disposal Area – Keep garbage covered on a regular basis. Town's contractor hauling material to landfill – used for covering the garbage. Garbage turn around area is in satisfactory condition.

2. Steel Refuge Area: Turn around area in satisfactory condition.

3. Propane tank disposal area: satisfactory condition.

4. Wood Refuge: Wood refuge turn around area in satisfactory condition.

5. Wireless credit card machine be used at the landfill on a trial basis. Having some signal issues from time to time.

6. Weigh scale operating well since the last inspect.

7. Cut grass in disposal areas and around scales/scale building.

8. September 3, 2011 - K. J. Refrigeration & Air Conditioning Inc. removed the refrigerants from the appliances. Appliances moved to steel refuge area.

c.c. Tom Veert, Contractor
Doug Brown, Manager Operations & Facilities

P:Landfill Inspection Form - September 2011

WASTE DISPOSAL SITE MONTHLY INSPECTION FORM

MONTH: Oct./Nov. 2011 INSPECTION DATE/TIME: December 9, 2011 @ 10:30 p.m.OPERATOR: Tom VeertTOWN OF FORT FRANCES REPRESENTATIVE: Douglas Herr

| | YES | NO |
|--|-------------------------------------|-------------------------------------|
| 1) Adequate signs posted | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2) Scavaging | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3) Operating According to Conditions on Certificate of Approval | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



SATISFACTORY UNSATISFACTORY

| | | |
|----------------------------|-------------------------------------|--------------------------|
| 4) Compaction of Refuse | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5) Cover of Refuse | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6) Housekeeping of Site | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7) Working Face | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8) Number of Dumping Areas | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9) Segregation of Refuse | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10) Controlling Litter | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

GENERAL COMMENTS:

1. Garbage Disposal Area – Keep garbage covered on a regular basis. Garbage turn around area is in satisfactory condition.

2. Material hauled to landfill October 19 & 20 (Public Works) and November 22, 2011 (Tom Veert Contracting) – used for covering the garbage.

3. Steel Refuge Area: Turn around area in satisfactory condition.

4. Propane tank disposal area: satisfactory condition.

5. Wood Refuge: Wood refuge turn around area in satisfactory condition. Began burning the wood refuge pile November 29, 2011.

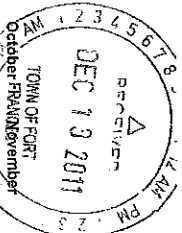
6. Wireless credit card machine be used at the landfill on a trial basis. Having some signal issues, booster for wireless system ordered.
7. October 25 – 31, 2011: Weigh scale shut down. Scales and scale building raised 300 mm.
8. Weigh scales calibrated October 26, 2011.

c.c. Tom Veert, Contractor
Doug Brown, Manager Operations & Facilities

P:Landfill Inspection Form - Oct./Nov. 2011



Administration & Finance Department Stats
for the period ending November 30, 2011



| | January | February | March | April | May | June | July | August | September | October | November | December | TOTALS |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-----------|---------------|
| Revenue | \$ 616.00 | \$ 616.00 | \$ 504.00 | \$ 952.00 | \$ 952.00 | \$ 1,288.00 | \$ 896.00 | \$ 672.00 | \$ 1,176.00 | \$ 952.00 | \$ 1,064.00 | \$ 968.00 | \$ 9,688.00 |
| Tax Certificates | 10,616.40 | 6,705.83 | 4,388.75 | 2,172.40 | 1,740.95 | 1,378.85 | 1,589.05 | 1,004.55 | 1,286.00 | 983.95 | 1,064.00 | 968.00 | \$ 30,287.88 |
| Business Licences | 416.40 | (15.00) | 542.08 | 702.45 | 1,219.20 | 946.08 | 3,07 | 286.00 | 1,678.10 | 1,846.60 | 1,82.40 | 1,82.40 | \$ 7,511.38 |
| Lottery Licences | 343.74 | 343.74 | 367.82 | 353.40 | 353.40 | 353.40 | 353.40 | 353.40 | 353.40 | 353.40 | 353.40 | 353.40 | \$ 3,882.50 |
| Town Property Rental | | | | 6,982.04 | | | | 8,841.15 | | | | | \$ 44,776.01 |
| Fort Frances Portion of POA Fines | | | | | | | | 4,357.07 | 17,417.19 | | | | \$ 21,774.26 |
| Nat Gas/Purchase Card Rebates | 465.60 | 320.10 | 373.30 | 232.80 | | 559.65 | 0.00 | 661.45 | 88.65 | | | | \$ 3,197.55 |
| Death/Still Birth Registrations | | 518.60 | 129.65 | 388.95 | 129.65 | 1,815.10 | 1,944.75 | 1,555.80 | 777.80 | 129.65 | | | \$ 7,649.35 |
| Marriage Licences | | 725.00 | 300.00 | | | | 700.00 | 900.00 | 500.00 | | | | \$ 3,912.50 |
| Civil Marriage | | 5.25 | | | | 0.50 | 0.00 | 0.00 | 0.00 | | | | \$ 15.75 |
| Certify Copies | 53.25 | 37.30 | 21.30 | 79.90 | 31.85 | 53.25 | 84.90 | 95.85 | 55.95 | 58.60 | | | \$ 630.80 |
| Commissioning Certificate/Deeds | 803.05 | | 1,183.64 | 1,420.88 | 1,398.28 | 5,555.55 | 4,469.44 | 1,498.53 | 1,939.82 | 4,473.11 | 2,472.01 | | \$ 25,228.12 |
| Investment Income | | | | 37,564.20 | | | 3,100.00 | 18,500.00 | | | | | \$ 59,164.20 |
| Sale of Land | 114.30 | 14,049.37 | 14,303.38 | 12,659.86 | 18,858.38 | 15,660.73 | 12,982.77 | 18,526.62 | 15,644.48 | 11,212.90 | 26,245.43 | | \$ 180,298.22 |
| Administration Service Charges | \$ 13,430.74 | \$ 23,306.19 | \$ 22,133.90 | \$ 56,546.55 | \$ 31,669.83 | \$ 27,608.71 | \$ 25,608.88 | \$ 57,154.42 | \$ 40,596.44 | \$ 19,280.41 | \$ 60,566.41 | \$ - | \$ 378,596.50 |

| | | | | | | | | | | | | | |
|---------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------|-------------|
| Accounts Receivable | 349,960.07 | 204,829.56 | 235,149.37 | 259,055.60 | 161,663.47 | 230,719.93 | 229,621.62 | 240,652.84 | 147,756.69 | 206,742.95 | 269,508.95 | | \$ 2,193.32 |
| Balance Forward | 78,748.36 | 188,047.45 | 80,117.61 | 85,006.76 | 149,265.80 | 120,388.77 | 101,031.71 | 138,477.78 | 171,788.97 | 227,592.23 | 236,732.02 | | \$ 7,193.32 |
| Invoices/Debits | (225,638.48) | (158,355.16) | (56,813.58) | (183,078.98) | (81,149.24) | (122,000.19) | (90,386.22) | (231,895.63) | (113,003.14) | (165,353.20) | (177,874.14) | | \$ - |
| Payments/Credits | 1,759.61 | 827.52 | 602.20 | 680.09 | 939.90 | 513.11 | 434.73 | 481.50 | 200.43 | 536.97 | 416.66 | | \$ - |
| Interest Applied | | | | | | | | | | | | | \$ - |
| Total Amount Owning | \$ 204,829.56 | \$ 235,149.37 | \$ 259,055.60 | \$ 161,663.47 | \$ 230,719.93 | \$ 229,621.62 | \$ 240,652.84 | \$ 147,756.69 | \$ 206,742.95 | \$ 269,508.95 | \$ 328,983.69 | \$ - | \$ 7,193.32 |

| | | | | | | | | | | | | | |
|--------------------------|----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---|-------|
| AIR Invoices Processed | 8 | 9 | 23 | 10 | 12 | 18 | 14 | 18 | 18 | 17 | 14 | | 161 |
| General/By-Law | 0 | 33 | 34 | 40 | 35 | 35 | 38 | 36 | 50 | 53 | 53 | | 407 |
| Daycare | 0 | 13 | 20 | 3 | 25 | 20 | 22 | 20 | 15 | 23 | 13 | | 174 |
| Airport | 21 | 27 | 40 | 45 | 46 | 39 | 42 | 49 | 39 | 41 | 20 | | 409 |
| Landfill | 2 | 7 | 5 | 6 | 18 | 8 | 5 | 22 | 14 | 8 | 5 | | 99 |
| Public Works | 5 | 5 | 2 | 4 | 6 | 12 | 5 | 4 | 10 | 3 | 13 | | 65 |
| Sewer | 6 | 5 | 11 | 25 | 17 | 9 | 0 | 19 | 7 | 11 | 2 | | 223 |
| Water | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | | 6 |
| Fire Department | 13 | 17 | 15 | 30 | 25 | 18 | 5 | 15 | 46 | 24 | 41 | | 249 |
| Memorial Sports Centre | 7 | 4 | 7 | 2 | 3 | 5 | 3 | 12 | 19 | 11 | 0 | | 72 |
| Fort Frances Power Corp | | | | | | | | | | | | | |
| Invoices Issued by Month | 62 | 123 | 158 | 164 | 187 | 164 | 131 | 195 | 219 | 191 | 212 | 0 | 1,366 |

| | | | | | | | | | | | | | |
|------------------------|---|---|---|---|---|---|---|---|---|---|---|--|----|
| NSF/Returned Payments | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Day Care | 4 | 0 | 2 | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 3 | | 12 |
| Memorial Sports Centre | 0 | 1 | 0 | 4 | 0 | 6 | 1 | 0 | 2 | 2 | 7 | | 25 |
| Utilities | 1 | 0 | 2 | 1 | 0 | 0 | 1 | 2 | 2 | 1 | 0 | | 10 |
| Taxation | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 2 | | 5 |
| Other | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------|---------------|
| Taxes | \$ 949,155.63 | \$ 6,158,166.42 | \$ 2,732,817.49 | \$ 1,269,213.41 | \$ 1,129,135.67 | 1,039,674.29 | 7,312,407.97 | 3,596,421.24 | 1,419,951.09 | 1,248,589.30 | 1,162,262.68 | | \$ 147,844.84 |
| Balance Forward | 7,383,852.52 | 0.00 | 5,534.23 | 864.10 | 9,367.03 | 6,443,320.18 | -1,242.50 | 25,848.60 | 20,898.71 | 18,036.28 | 5,653.72 | | \$ - |
| Tax Billings/Credits | (2,186,917.85) | (3,436,886.73) | (1,463,236.20) | (155,963.11) | (112,427.27) | (183,116.23) | (3,726,530.57) | (2,216,885.69) | (208,086.27) | (118,538.89) | (100,194.08) | | \$ - |
| Payments/Credits | 11,746.12 | 11,339.80 | 14,109.89 | 15,021.27 | 13,498.86 | 12,651.73 | 11,786.34 | 14,566.94 | 13,846.77 | 14,166.09 | 13,131.03 | | \$ - |
| Interest Applied | | | | | | | | | | | | | \$ - |
| Total Amount Owning | \$ 6,138,166.42 | \$ 2,732,817.49 | \$ 1,269,213.41 | \$ 1,129,135.67 | \$ 1,039,674.29 | \$ 7,312,407.97 | \$ 3,596,421.24 | \$ 1,419,951.09 | \$ 1,248,589.30 | \$ 1,162,262.68 | \$ 1,080,833.35 | \$ - | \$ 147,844.84 |

Agenda Item # 11.7 ...

| | January | February | March | April | May | June | July | August | September | October | November | December | TOTALS |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|---------------|----------|---------------|
| Tax Arrears Notices Mailed/Letters with no payment plans | 294 | 220 | 425 | 415 | 303 | 289 | 238 | 409 | 2,826 | 232 | 201 | | 27 |
| # Tax Sale Registrations | 41 | 38 | 38 | 32 | 28 | 23 | 21 | 20 | 17 | 15 | 15 | | 3 |
| # Write-offs (MOS/57 Applications) | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 17 |
| # Write-offs - Municipal Portion | 0 | 0 | 0 | 4 | 1 | 0 | 8 | 4 | 1 | 4 | 5 | | 27 |
| # of Charity Rebates | - | - | - | 279.58 | 134.00 | - | 5,480.38 | 839.91 | 209.42 | 1,374.64 | 4,927.87 | | 3 |
| Charity Rebates - Municipal Portion | \$ 4,516.32 | \$ - | \$ - | \$ 0.00 | \$ 0.00 | \$ 1 | \$ 0.00 | \$ 12,980.54 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | \$24,743.90 |
| # Vacancy / Rebates | 0 | 4 | 0 | 6 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | | 17 |
| Vacancy Rebates - Municipal Portion | \$ - | \$ 6,730.18 | \$ - | \$ 3,952.30 | \$ 10,832.53 | \$ - | \$ 0.00 | \$ 36,061.68 | \$ 0.00 | \$ 0.00 | \$ 0.00 | | \$57,576.66 |
| E.D. Financial Incentive Plan | | | | | | | | | | | | | \$500.00 |
| Demolition Grant | | | | | | | | | | | | | \$0.00 |
| Grant-in-Lieu of Taxes | | | | | | | | | | | | | |
| Water & Sewer | | | | | | | | | | | | | |
| Balance Forward | \$ 1,032,555.95 | \$ 400,450.19 | \$ 326,921.69 | \$ 391,983.52 | \$ 326,390.68 | \$ 426,456.05 | \$ 361,360.08 | \$ 470,620.19 | \$ 402,651.61 | \$ 491,241.56 | \$ 328,748.83 | | 20,354 |
| W/S Billings/Debits | 1,596.54 | 1,540.27 | 710,360.18 | 6,730.78 | 729,103.83 | 13,288.45 | 785,764.67 | 6,780.51 | 844,882.75 | 4,633.59 | 783,180.57 | | 101 |
| Payments/Credits | (894,126.93) | (76,306.49) | (645,685.93) | (73,401.92) | (629,340.10) | (79,881.32) | (667,310.64) | (77,012.77) | (757,801.02) | (189,581.59) | (632,237.12) | | 2,732 |
| Interest Applied | 424.53 | 1,236.72 | 367.48 | 1,077.90 | 293.64 | 1,515.10 | 806.08 | 2,263.68 | 1,208.22 | 2,455.27 | 4,635.53 | | 291 |
| Total Amount Owning | \$ 400,450.09 | \$ 326,921.69 | \$ 391,983.52 | \$ 326,390.68 | \$ 426,456.05 | \$ 361,360.08 | \$ 470,620.19 | \$ 402,651.61 | \$ 491,241.56 | \$ 328,748.83 | \$ 460,307.61 | | 6 |
| Bi-Monthly Water/Sewer Bills Issued | 3,398 | 18 | 3,380 | 14 | 3,379 | 23 | 3,407 | 28 | 3,409 | 20 | 3,391 | | 20,354 |
| Final Billings Issued | | 585 | | 470 | | 514 | | 571 | | 592 | | | 101 |
| Late Notices Mailed | | 41 | | 66 | | 45 | | 50 | | 59 | | | 291 |
| Registered Letters | | 1 | | 4 | | 1 | | 1 | | 1 | | | 6 |
| Reconnections | | 1 | | 3 | | | | | | | | | |
| Provincial Offences | | | | | | | | | | | | | |
| Fines Paid | \$ 20,189.00 | \$ 19,864.00 | \$ 27,774.00 | \$ 38,280.00 | \$ 34,001.00 | \$ 39,517.00 | \$ 53,191.00 | \$ 48,026.00 | \$ 45,392.00 | \$ 49,124.56 | \$ 32,748.83 | | \$ 326,234.00 |
| Outstanding Fines (pre & post transfer) | \$ 1,750,097.00 | \$ 1,783,168.00 | \$ 1,801,183.00 | \$ 1,831,725.00 | \$ 1,861,552.00 | \$ 1,886,763.00 | \$ 1,785,528.00 | \$ 1,793,811.00 | \$ 1,818,650.00 | | | | \$ 84,125 |
| CBCL Collections (pretransfer) | \$ 100.00 | \$ 50.00 | \$ 50.00 | \$ 141.25 | \$ 50.00 | \$ 50.00 | \$ 50.00 | \$ 50.00 | \$ 50.00 | \$ 250.00 | \$ 408.09 | | \$ 129,180.88 |
| CBCL Collections (post-transfer) | \$ 1,137.18 | \$ 488.86 | \$ 577.95 | \$ 507.52 | \$ 983.18 | \$ 3,372.50 | \$ 1,811.88 | \$ 6637.50 | \$ 119,156.00 | \$ 658.09 | \$ 0.00 | | \$ 130,021.91 |
| Total CBCL Collected | \$ 1,237.18 | \$ 538.86 | \$ 627.95 | \$ 648.77 | \$ 1,033.18 | \$ 3,422.50 | \$ 1,861.88 | \$ 6687.50 | \$ 119,206.00 | \$ 658.09 | \$ 0.00 | | \$ 320.0 |
| Hours spent on Collections | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 59 | 57 | | | 486 |
| Notice of Default - mailed out | 53 | 45 | 43 | 38 | 41 | 15 | 78 | 57 | 238 | | | | 2,444 |
| New Charges Filed | 151 | 131 | 313 | 311 | 271 | 365 | 335 | 331 | | | | | 27.0 |
| Court Room Operating Hours | 5 | 4 | 3 | 5 | 2 | 2 | 4 | 2 | | | | | |
| Charges Disposed (Before or at Trial) | | | | | | | | | | | | | |
| Failed to Attend - Convicted | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Plead Guilty | 24 | 24 | 50 | 40 | 33 | 29 | 28 | 22 | 16 | 2 | | | 266 |
| Withdrawn | 3 | 22 | 13 | 20 | 6 | 2 | 1 | 4 | 2 | 19 | | | 77 |
| Quashed | 4 | 0 | 0 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | | | 31 |
| Stayed | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | | | 0 |
| Dismissed/Acquitted | 2 | 0 | 0 | 0 | 1 | 0 | 4 | 1 | 2 | 5 | | | 10 |
| Plead Not Guilty - Convicted | 0 | 6 | 2 | 2 | 0 | 3 | 2 | 0 | 0 | | | | 20 |
| Other | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | | | | 4 |
| Total | 34 | 53 | 65 | 62 | 44 | 39 | 37 | 30 | 44 | 0 | 0 | | 408 |

Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period: 11-01-2011 - 11-30-2011

Municipality Fort Frances

| Permit RollNo | Owner | Contractors | Property Address | Work Description | Units / Area | Value |
|--------------------------|--|---|--|--|--------------|-------------|
| 2011-096 | BERRY DOUGLAS GEORGE 1010 FIRST ST E FORT FRANCES ON P9A 1L7 | BERRY DOUGLAS GEORGE 1010 FIRST ST E FORT FRANCES ON (807) 274 4851 | 1010 FIRST ST E | PLACE A 10/12 ACCESSORY STORAGE BUILDING ON LOT | | \$1,000.00 |
| 59-12-030-005-03900-0000 | | P9A 1L7 | Legal Description: PLAN SM48 LOT 66 W1/2 67 PCL 66-1 & 67-1 | Stat's Canada Codes Building: 450 Work: 01 | 1 | |
| 2011-097 | 172965 CANADA LIMITED C/O IMPERIAL OIL LIMITED PO BOX 422 STN DON MILLS NORTH YORK ON M3C 2T2 | NORTHWEST PETROLEUM EQUIPM 400 WEST GORE ST THUNDER BAY (807) 577 8991 | 720 FIFTH ST W | DEMOLISH AND REMOVE FROM SITE EXISTING ACCESSORY USE BUILDING. RESTORE GRADE TO MATCH ADJACENT | | \$1,000.00 |
| 59-12-010-004-11300-0000 | | P7E 6J2 | Legal Description: RP RRI PART 1 PCL 17183 | Stat's Canada Codes Building: 450 Work: 16 | 0 | |
| 2011-098 | PEARSON BRADLEY THOMAS PO BOX 807 STN MAIN FORT FRANCES ON P9A 3N1 | TREVOR STROM 763 DUCHARME RD FORT FRANCES (807) 274 8773 | 1202 OLDE SHAMBLES RD | REPAIR EXTERIOR ENVELOPE STRUCTURAL WALLS DUE TO MOISTURE DAMAGE. | | \$17,000.00 |
| 59-12-010-005-02402-0000 | | P9A 3M2 | Legal Description: PLAN SM327 LOT 2 PCL 23297 | Stat's Canada Codes Building: 110 Work: 03 | 1 | |
| 2011-099 | SOKOLIUK LORRAINE 562 ELM AVE FORT FRANCES ON P9A 3J4 | SELECT CONSTRUCTION EMO POW 1C0 | 562 ELM AVE | CONSTRUCT A 22/32 ATTACHED GARAGE AND 11/12 ENTRY AREA | | \$28,000.00 |
| 59-12-010-002-16400-0000 | | | Legal Description: PLAN SM119 LOT 42 PCL 19755 | Stat's Canada Codes Building: 110 Work: 02 | 1 | |

Wednesday, December 14, 2011

Page 1 of 3

| | | | | | | |
|--------------------------|--|--|--|--|---|-------------|
| 2011-101 | 560102 ONTARIO LTD C/O MARJORIE TONDIATO 271 SCOTT ST FORT FRANCES ON P9A 108 | JACK ESSLINK EMO POW 170 | 271 SCOTT ST | REMOVE EXISTING RECESSED VESTIBULE. CONSTRUCT NEW FLUSH EXTERIOR WALL. INSTALL TWO NEW INWARD SWINGING DOORS | 1 | \$12,000.00 |
| 59-12-020-007-05400-0000 | | | Legal Description: PLAN SM 97 PT LOT 12 & 13; PLAN 4832477 PTS 5.1, 12 & 13 PCLS 13-3, 13-6 | Stat's Canada Codes Building: 510 Work: 03 | | |
| 2011-102 | ARMSTRONG CHERYL ELAINE 411 COLONIZATION RD E FORT FRANCES ON P9A 2R9 | DANIEL THURBER #30 ELMCREST LAKEVIEW TRAILER PARK FORT FRANCES (807) 274 7898 | 1305 MILL RD | RECONSTRUCT EXISTING MOBILE HOME ON EXISTING BASE FRAMEWORKS & CONSTRUCT TWO ADDITIONS WHICH WILL, WHEN COMPLETED, BECOME THREE INDIVIDUAL BUT CONNECTED UNITS THAT CAN BE READILY AND EASILY DISCONNECTED ONE FROM THE OTHER AND MADE MOBILE IF REQUIRED. | 1 | \$45,000.00 |
| 59-12-030-007-15900-0000 | | | Legal Description: PLAN RR 586 PT 1 PCL BLK A-1;4 SEC SM 81 RP 48R2298 PART;2 PT PART 1 PCL BLK 1-6 SM;143 | Stat's Canada Codes Building: 130 Work: 01 | | |
| 2011-103 | ARMSTRONG CHERYL ELAINE 411 COLONIZATION RD E FORT FRANCES ON P9A 2R9 | JOHN PILLON 1305 MILL RD #9 MAPLE DRLAKEVIEW TP FORT FRANCES P9A 3W3 (807) 275 5896 | 1305 MILL RD | CONSTRUCT A 14 FT X 16FT ADDITION TO A MOBILE HOME. TO BE CONSTRUCTED IN SUCH A FASHION SO AS TO BE EASILY AND READILY SEPARATED FROM THE MOBILE HOME IF REQUIRED. | 1 | \$2,000.00 |
| 59-12-030-007-15900-0000 | | | Legal Description: PLAN RR 586 PT 1 PCL BLK A-1;4 SEC SM 81 RP 48R2298 PART;2 PT PART 1 PCL BLK 1-6 SM;143 | Stat's Canada Codes Building: 130 Work: 02 | | |
| 2011-104 | CROWE RAYMOND DOUGLAS 1009 PORTAGE AVE N FORT FRANCES ON P9A 2B1 | TERRY MUNN 1250 CORNWALL AVE FORT FRANCES P9A 3W2 (807) 274 5118 | 1009 PORTAGE AVE N | Re-roof existing building with metal roofing | | \$7,000.00 |
| 59-12-010-007-19100-0000 | | | Legal Description: PRR319 PART 22 PCL 14632 | Stat's Canada Codes Building: 110 Work: 03 | | |
| 2011-105 | DESJARDINS KENNITH LELAND 518 NELSON ST FORT FRANCES ON P9A 1B4 | DESJARDINS KENNITH LELAND 518 NELSON ST FORT FRANCES ON (807) 274 6747 | 518 NELSON ST | ERECT A 12/20 FABRIC SHELTER ACCESSORY USE BUILDING | 1 | \$1,000.00 |
| 59-12-020-001-05600-0000 | | | Legal Description: PLAN ALB LOT 188 PCL 880 | Stat's Canada Codes Building: 450 Work: 01 | | |

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:11-01-2011 - 11-30-2011

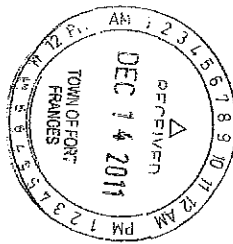
| | | | | | |
|--------------------------|---|---|---|--|--------------|
| 2011-106 | ARMSTRONG CHERYL ELAINE 411 COLONIZATION RD E FORT FRANCES ON P9A 2R9 | BILL WHALEN 1305 MILL RD FORT FRANCES (807) 275 6863 | 1305 MILL RD | DEMOLISH AND REMOVE EXISTING STORAGE SHED LOCATED AT SITE #10 EVERGREEN | \$1,000.00 |
| 59-12-030-007-15900-0000 | | | | | |
| 2011-107 | NIXON GARY DANIEL 1208 SECOND ST E FORT FRANCES ON P9A 1P4 | NIXON GARY DANIEL 1208 SECOND ST E FORT FRANCES ON (807) 274 8722 | Legal Description: PLAN RR 586 PT 1 PCL BLK A-1/4 SEC SM 81 RP 48R2298 PART 2 PT PART 1 PCL BLK 1-6 SM 143 566 RIVERVIEW DR | Stat's Canada Codes Building: 450 Work: 16 | \$1,000.00 |
| 59-12-010-002-02200-0000 | | | Legal Description: PSM119 LOT 27 TO 28 W PT LOT 29 PT LANE & 48R3458 PTS 3-5; PCLS 28-1, 27- 1, STR-9 | Stat's Canada Codes Building: 110 Work: 16 | |
| Sum | | | Summary (11 detail records) | | \$116,000.00 |
| Grand Total | | | Summary (11 detail records) | | \$116,000.00 |

Wednesday, December 14, 2011

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Aircraft Landings 2011
As of November 30, 2011 - Airport Statistics - Page 1

| | Bearskin Flights | | Bearskin Passengers | | Government | | Private | | Med-l-vacs | | International | | Commercial | | Totals | | Variance | |
|-----------|------------------|------|---------------------|------|------------|------|---------|------|------------|------|---------------|------|------------|------|--------|------|----------|-----|
| | 2010 | 2011 | 2010 | 2011 | 2010 | 2011 | 2010 | 2011 | 2010 | 2011 | 2010 | 2011 | 2010 | 2011 | 2010 | 2011 | | |
| January | 87 | 93 | 364 | 354 | 1 | 0 | 0 | 3 | 3 | 35 | 44 | 3 | 5 | 49 | 45 | 175 | 190 | 15 |
| February | 83 | 80 | 384 | 380 | 0 | 0 | 3 | 7 | 7 | 39 | 45 | 10 | 4 | 44 | 40 | 179 | 176 | -3 |
| March | 88 | 97 | 377 | 381 | 12 | 4 | 6 | 21 | 21 | 36 | 45 | 9 | 9 | 61 | 56 | 212 | 232 | 20 |
| 1/4 Total | 258 | 270 | 1125 | 1115 | 13 | 4 | 9 | 31 | 31 | 110 | 134 | 22 | 18 | 154 | 141 | 566 | 598 | 32 |
| April | 92 | 77 | 375 | 329 | 10 | 0 | 5 | 26 | 26 | 43 | 30 | 7 | 4 | 83 | 55 | 240 | 192 | -48 |
| May | 95 | 96 | 446 | 374 | 9 | 13 | 14 | 38 | 38 | 42 | 46 | 41 | 37 | 82 | 83 | 283 | 313 | 30 |
| June | 98 | 92 | 328 | 429 | 6 | 5 | 8 | 64 | 38 | 48 | 47 | 69 | 104 | 99 | 95 | 328 | 407 | 79 |
| 1/2 Total | 543 | 535 | 2274 | 2247 | 38 | 22 | 36 | 159 | 159 | 243 | 257 | 139 | 163 | 418 | 374 | 1417 | 1510 | 93 |
| July | 96 | 92 | 381 | 389 | 10 | 2 | 34 | 52 | 39 | 39 | 35 | 70 | 97 | 75 | 72 | 324 | 350 | 26 |
| August | 98 | 90 | 395 | 373 | 17 | 0 | 28 | 38 | 39 | 39 | 42 | 53 | 62 | 81 | 71 | 316 | 303 | -13 |
| September | 93 | 88 | 389 | 312 | 5 | 4 | 8 | 42 | 38 | 52 | 42 | 38 | 53 | 94 | 80 | 290 | 309 | 19 |
| 3/4 Total | 830 | 805 | 3439 | 3321 | 70 | 28 | 106 | 291 | 291 | 373 | 376 | 300 | 375 | 668 | 597 | 2347 | 2472 | 125 |
| October | 93 | 88 | 412 | 371 | 17 | 5 | 27 | 36 | 31 | 31 | 61 | 20 | 19 | 55 | 72 | 243 | 281 | 38 |
| November | 92 | 93 | 425 | 492 | 4 | 2 | 19 | 9 | 34 | 46 | 46 | 3 | 4 | 60 | 52 | 212 | 206 | -6 |
| December | 82 | | 289 | | 0 | | 5 | | 51 | | | 1 | | 45 | | 184 | 0 | |
| Total | 1097 | | 4565 | | 91 | | 157 | | | 489 | | 324 | | 828 | | 2986 | 0 | |



| Fort Frances Airport- Page 2 - Fuel Sales - As of November 30, 2011 | | | | | | | | | | | | | | | | | |
|---|--------|--------|---------|---------|---------|-------|---------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|---------|----------|
| Fuel Sales Recap - 2011 | | | | | | | | | | | | | | | | | Variance |
| | 100L | | Jet Trk | | Jet Cab | | 2010 | 2010 | 2009 | 2009 | 2008 | 2008 | 2007 | 2007 | 4 year | | |
| Month | Liters | Total | Liters | Total | Liters | Total | Year | per month | Year | per month | Year | per month | Year | per month | Average | | |
| January | 298 | 5,779 | 5,779 | 1,231 | 1,231 | 7,308 | 10,971 | 10,971 | 15,989 | 15,989 | 29,926 | 29,926 | 16,283 | 16,283 | 18,292 | -3,663 | |
| February | 365 | 663 | 3,322 | 9,101 | 0 | 1,231 | 16,753 | 5,782 | 29,124 | 13,135 | 51,060 | 21,134 | 28,065 | 11,782 | 12,958 | -2,095 | |
| March | 407 | 1,070 | 9,455 | 18,556 | 528 | 1,759 | 32,292 | 15,539 | 38,736 | 9,612 | 78,495 | 27,435 | 48,034 | 19,969 | 18,139 | -5,149 | |
| April | 301 | 1,371 | 3,820 | 22,376 | 1,173 | 2,932 | 57,117 | 24,825 | 49,412 | 10,676 | 100,961 | 22,466 | 76,643 | 28,609 | 21,644 | -19,531 | |
| May | 2,811 | 4,182 | 16,979 | 39,356 | 0 | 2,932 | 82,492 | 25,375 | 73,445 | 24,033 | 131,248 | 30,287 | 123,901 | 47,258 | 31,738 | -5,585 | |
| June | 9,293 | 13,475 | 15,672 | 55,027 | 758 | 3,690 | 110,260 | 27,768 | 95,840 | 22,395 | 167,243 | 35,995 | 164,637 | 40,736 | 31,724 | -2,045 | |
| July | 5,772 | 19,247 | 13,352 | 68,379 | 0 | 3,690 | 140,715 | 30,455 | 120,765 | 24,925 | 200,633 | 33,390 | 209,512 | 44,875 | 33,411 | -11,331 | |
| August | 3,430 | 22,677 | 18,037 | 86,416 | 0 | 3,690 | 173,854 | 33,139 | 149,015 | 28,250 | 240,810 | 40,177 | 251,142 | 41,630 | 35,799 | -11,672 | |
| September | 3,337 | 26,014 | 19,174 | 105,590 | 0 | 3,690 | 197,217 | 23,363 | 167,952 | 18,937 | 269,632 | 28,822 | 281,483 | 30,341 | 25,366 | -852 | |
| October | 2,409 | 28,423 | 11,268 | 116,858 | 0 | 3,690 | 212,250 | 15,033 | 189,256 | 21,304 | 286,263 | 16,631 | 309,503 | 28,020 | 20,247 | -1,356 | |
| November | 1,155 | 29,578 | 5,630 | 122,488 | 0 | 3,690 | 229,997 | 17,747 | 200,010 | 10,754 | 303,214 | 16,951 | 326,345 | 16,842 | 15,574 | -10,962 | |
| December | | | | | | | 237,638 | 7,641 | 207,606 | 7,596 | 316,297 | 13,083 | 341,078 | 14,733 | 10,763 | -7,641 | |

December 15, 2011

REPORT TO: Mayor and Councillors

FROM: Glenn Treftlin, Clerk

SUBJECT: Municipal Lottery Licensing in Fort Frances

The history of lottery licensing by municipalities in Ontario dates back to 1970 when the Province of Ontario passed Order-In-Council 274/70 giving municipalities the authority to license eligible charitable organizations to conduct a bingo, a raffle, or a raffle at a bazaar for the purposes of raising funds for their charitable objects or purposes. Fort Frances Council enacted By-Law 26/70 to provide for the issuing of lottery licenses in Town.

Over the years the different types of bingo games and raffles increased and the rules for the playing of bingos and the conduct of raffles changed significantly. The break-open ticket (BOT) type of raffle was introduced and is very popular today. The province created the gaming commission to develop the terms and conditions for the different types of lotteries and oversee compliance by the charities. However, the municipality issuing lottery licenses is responsible for ensuring compliance by the organizations it licenses. The commission has provided a licensing manual for the use of licensing officials.

The raising of funds by charities through lottery activities has increased in popularity over the decades. I easily estimate that currently there are many millions and possibly billions of dollars raised annually across the province through licensed lottery activities. This has contributed to the emergence of a commercial sector established to provide a multitude of gaming supplies and services to the charities to assist them in their conduct of the licensed events. Examples of this include the commercial bingo hall and suppliers of commercial bingo paper and break-open tickets of various styles. Entrance into this commercial sector and its activity are regulated by the province.



December 15, 2011

REPORT TO: Mayor and Councillors

FROM: Glenn Treftlin, Clerk

SUBJECT: Municipal Lottery Licensing in Fort Frances

Page 2 of 3

A commercial bingo hall was established in the former K of C Hall on Scott Street. Over the years the popularity of the commercial hall to the local charities increased and consequently the number of bingo licenses issued increased dramatically. The owner of the hall built a new facility on McIrvine Road in the west part of town. A new bingo facility was established on neighbouring Couchiching First Nation land that attracted many of the charities and bingo patrons that had attended the facility on McIrvine Road. Unfortunately, the facility on McIrvine Road could not sustain a successful operation with the diminished attendance and closed its doors. The number of bingo licenses issued by Fort Frances dropped to almost none immediately. This had a significant impact on the amount of licensing revenues generated by lottery licenses issued by the town. The fee that a municipality can charge for a lottery license is limited by the province to a maximum of 3% of the licensed prize value for bingos and raffles; for bazaars the fee is \$5. A municipality is authorized to license raffles to a maximum prize value of \$50,000 and bingo for a maximum prize value not exceeding \$7,500. Lotteries outside the authorized limits of municipalities require licensing by the province.

Locally in Fort Frances, when I first was appointed Town Clerk and Lottery Licensing Officer in 1988, local charitable organizations were being licensed for regular and monster bingos, raffles including BOT's and bazaars. The administrative processing of all lottery licenses was performed by the Receptionist/Licensing Clerk at the information desk at the Civic Centre. The Town Clerk/Lottery Licensing Officer would sign the completed licenses and participate in the processing of an application if circumstances called for it. Over recent years, the staffing at the Civic Centre has declined and consequently managing of certain responsibilities has been shifted and markedly so in the processing of lottery license applications and follow up on the required reporting. These functions have been brought almost completely into the Town Clerk's area. Applications for lottery licenses have over most of 2011 been received at the front desk at the Civic Centre and forwarded directly to the Clerk's office. Similarly, the requisite reports by the licensed organizations are directed to the Clerk's office, and, if a report is outstanding, the follow up is done through the Clerk's office. This has caused a significant slowing of the review and approval process for lottery licenses.

A recent review through the Clerk's office of long past licensing practices at the Civic Centre revealed that in some cases, requisite reporting by charities had not been completed. Additionally, it was obvious that some charities were not aware of the terms and conditions they were obligated to follow in the conduct of the lottery event for which they were licensed although they were required to sign a declaration stating that they had read and agreed to comply with those terms and conditions. In order to assist the charities to understand their obligations as a licensee for a lottery, it was arranged this past summer for the Alcohol and Gaming Commission to hold a training session in Town for representatives of charities that are currently being licensed or were considering



December 15, 2011

REPORT TO: Mayor and Councillors

FROM: Glenn Treftlin, Clerk

SUBJECT: Municipal Lottery Licensing in Fort Frances

Page 3 of 3

applying for a license. This session was well attended but there are some charities that were hoped would attend that did not. Consequently, this is still to some extent an issue that remains to be addressed. The Clerk's office is contemplating holding its own session to train charities to understand their obligations and focussing on how to properly manage the lottery financial records and prepare and file the requisite report.


/GT

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|---|
| Council's approval of this report is not required. This is provided for information only.. |
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