

TOWN OF FORT FRANCES

AGENDA - October 9, 2018

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 136) 5:30 PM

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof.**
4. **In-Camera:**
5. **Public Session Resumes in Council Chambers:**
6. **Council Reports on Board & Committee Activity:**
 - 6.1 Mayor Avis - Verbal Update
 - Councillor Kitowski - Verbal Update
 - Councillor Perry - Verbal Update
 - Councillor Ryan - Verbal Update
7. **Consent Agenda:**
 - 7.1 Letter dated Sept 20th, 2018 from Ahlan & Judith Johanson 5
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to accept this letter as information and that no further action be taken.
 - 7.2 Traffic Control By-law 21/14 Amendment H 6 - 7
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to approve the recommendation as presented and authorize that an amending by-law be prepared for signing by Mayor & Clerk.
 - 7.3 Request letter from Mr. T. Ross - construct a 10 foot fence 8 - 9
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to approve a 9 foot over height fence in the rear yard only for this property; and further that Administration conduct a review of the Fence By-law.
 - 7.4 Amendment to Site Plan Control Agreement for 810-840 King's Highway 10 - 12

		Page
	- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to amend the Borderland Hotel Inc. Site Plan Control Agreement (By-law 41/08), and that the Planning & Development department will work with Borderland Hotel Inc. as outlined in the report, and further that the Mayor and Clerk be authorized to execute said agreement.	
7.5	Funding Application for Economic Development Feasibility Study for Two Properties Recently Acquired by the Town of Fort Frances - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to submit the funding applications and once approved, the Mayor and Clerk be authorized to execute funding agreements with FedNor and Rural Economic Development Program as outlined in the report.	13 - 14
7.6	Upcoming Committee and Council Meeting Dates for 2019 - approval of this report will agree with the recommendation of the Administration & Finance Executive Committee to adopt the Committee of the Whole and Council meeting dates for the period January 2019 to December 2019 as attached to this report.	15 - 18
7.7	Doug Brown, CAO - Travel Expense Claim - NWO CAO Group OMAA/FedNor Roundtable - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the travel expense claim in the total amount of \$191.43 as submitted by D. Brown, CAO for his travel to Thunder Bay.	19 - 21
7.8	Renewal of Municipal Insurance 2018-2019 - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to renew the Municipal Insurance with Frank Cowan Company for the period November 1, 2018 to November 1, 2019 in the amount of \$198,351 plus applicable taxes.	22
7.9	Request from the Municipality of Emo for Recycle Services - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to enter into an agreement with the Township of Emo for handling, transportation and processing of their blue box materials at the Town of Fort Frances Transfer Station.	23 - 25
7.10	Award of Tender 18-OF-08 - Heavy Duty Tandem Drive Articulated Grader - approval of this report will agree to the recommendation of the	26 - 29

	Page
Operations & Facilities Executive Committee to award tender 18-OF-08 to Toromont Cat for a total tender price of \$316,400.00 inclusive of HST.	
7.11 Changes to the Minimum Maintenance Standards - Staffing Requirements - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee as outlined in the report.	30 - 32
7.12 Adult Shinny Email - Bill Morrison, George Harnett - approval of this report will agree to the recommendation of the Community Services Executive Committee to sanction an adult shinny user fee of \$3/person during non-prime time hours.	33
7.13 Youth Centre - Elaine Fischer, Northwestern Health Unit - approval of this report will agree to the recommendation of the Community Services Executive Committee to agree in principle for potential in-kind use of the East End Hall to operate a drop-in centre pilot program for local youth.	34
7.14 Senior Active Living Centre Transfer Payment Agreement - Fort Frances Senior Centre - approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse the Ontario transfer payment agreement for Seniors Active Living Centres Program at the Fort Frances Seniors Centre and authorize appropriate execution of the agreement.	35 - 60
7.15 Email received - Cynthia Donald - Canada Day Fundraiser Request - approval of this report will agree to the recommendation of the Community Services Executive Committee to approve use of the East End Hall by the Canada Day Committee at no charge on the dates requested.	61 - 62
7.16 Fort Frances Senior Centre Board of Management - Facility Acquisition - approval of this report will agree to the recommendation of the Community Services Executive Committee to receive the report with no further action at this time.	63 - 64
8. <u>Administration and Finance Division:</u>	
8.1 Councillor Ken Perry NOMA Board Meeting & FedNor Round Table Meeting Per Diem Claims - approval of this report will agree to the recommendation of Administration to approve the per diem claim in the amount of \$320.00	65 - 66

	Page
as submitted by Councillor Perry for his attendance at the NOMA Board Meeting and FedNor Roundtable held in Thunder Bay on September 18 & 19, 2018.	
8.2 Councillor Wendy Brunetta NOMA Board Meeting & FedNor Round Table Meeting Per Diem Claims	67 - 68
- approval of this report will agree to the recommendation of Administration to approve the per diem claim in the amount of \$320.00 as submitted by Councillor Brunetta for her attendance at the NOMA Board Meeting and FedNor Roundtable held in Thunder Bay on September 18 & 19, 2018.	
9. <u>Operations and Facilities Division:</u>	
9.1 Verbal Update on Capital Projects	
10. <u>Information:</u>	
10.1 2019 OPP Municipal Policing Annual Billing Statement.	69 - 87
10.2 2018 Tonnage at Landfill Site - updated September 25, 2018	88
11. <u>Non-agenda items:</u>	
12. <u>ADJOURNMENT</u>	

Date: October 2nd, 2018

Report To: Mayor and Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Letter dated September 20th, 2018 from Ahlan & Judith Johanson.

Council will recall at their meeting held September 24th, 2018 a letter from Ahlan & Judith Johanson was referred to the Planning & Development Executive Committee for their recommendation.

The Planning & Development Executive Committee at their regular meeting held October 1st, 2018 discussed the issues brought forward by Mr. & Mrs. Johanson in detail with the By-Law Enforcement Department.

By-Law Enforcement advised the Planning & Development Executive Committee that the issues outlined in the letter have all been resolved by the landlord and tenant. A re-inspection of the property was conducted on September 21st, 2018 by this office and photos of the property were taken to verify the issues in the original complaint were all resolved.

Therefore, with this stated, the Planning & Development Executive Committee is recommending that Mayor & Council receive the letter as information and take no further action.

Respectfully submitted,

Original Signed By

Patrick Briere
By-Law Enforcement Officer

<p>Council approval of this report will: accept the letter from Ahlan & Judith Johanson as information and that no further action be taken.</p>
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Date: October 1st, 2018

Report To: Mayor & Council.

From: Patrick Briere, By-Law Enforcement Officer.

Re: Traffic Control By-Law #21/14 Amendment H.

The By-Law Enforcement Department has received another request for removal of Loading Zone from a business who currently has a stall designated. The attached Draft By-Law Amendment H is attached for your reference.

As this is a housekeeping item and normal practice for this department. The signage for this location has already been removed and the parking space has resorted back to the necessary traffic controls currently in place in the area and are back open for public use. (For instance, this stalls is located within the BIA Area and has resorted back to 2 Hour Parking).

The Planning & Development Executive Committee is recommending that Council approve the report as presented and direct Administration to have the By-Law Amendment prepared for signing by Mayor and Clerk.

Respectfully submitted,

Original Signed By

Patrick Briere
By-Law Enforcement Officer

<p>Council approval of this report will: approve the recommendation as presented and authorize that an amendment by-law be prepared for signing by Mayor & Clerk.</p>
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TOWN OF FORT FRANCES

BY-LAW NO. 21/14 - H

(Being a by-law to amend by-law 21/14, being a by-law for the regulation of traffic on the highways and regulating the use of highways by pedestrians or vehicles within the Municipality. The *Municipal Act, 2001*, S.O. 2001, c. 25 and the *Highway Traffic Act*, R.S.O. 1990, CH.8.)

WHEREAS the Corporation of the Town of Fort Frances is authorized to regulate traffic on the highways and to regulate the use of highways by pedestrians or vehicles within the Municipality,

AND WHEREAS on October 9th, 2018, Council approved a report from the Planning & Development Executive Committee recommending an amendment to the Traffic Control By-law regarding the **removal of** private parking stalls, loading zones and church loading zones from the Traffic Control By-Law #21/14.

NOW THEREFORE the Municipal Council of the Corporation of the Town of Fort Frances **HEREBY ENACTS** the **removal of** the following:

TOWN OF FORT FRANCES

BY-LAW NO. 21/14

Loading Zones

SCHEDULE AA

<u>NO.</u>	<u>STREET</u>	<u>SIDE</u>	<u>LOCATION</u>
6.	Portage Ave	West	Commencing from a Point 45.0 m South of First Street, and continuing Southerly for a distance of 6.7m.

READ THREE TIMES and finally passed in open Council this 9th day of October 2018.

R. Avis, Mayor

E. Slomke, Clerk

Date: October 1st, 2018

Report To: Mayor & Council.

From: Patrick Briere, By-Law Enforcement Officer

Re: Request Letter from Mr. T. Ross – Construct a 10 Foot Fence.

Mayor & Council will recall that at the regular meeting of Council held on July 9th, 2018, a request letter from Mr. T. Ross to construct a 10 foot fence was received by Council and referred to the Planning & Development Executive Committee for recommendation.

The Planning & Development Executive Committee at their regular meeting held on September 4th, 2018, reviewed this request and a recommendation to approve a 9 foot over height fence. Council referred the matter back to Planning & Development Executive Committee for further consideration.

The Planning & Development Executive Committee at their regular meeting held on October 1st, 2018, reviewed this request again and reviewed the fence by-law and appropriate sections which determine authority to allow an over height fence and onus for repairs, maintenance being placed on the property owner. The Fence By-Law is attached for your reference. Sections 3, 5.7, 9, 13, 14 and 15 provide the Corporation with the necessary authorities and provide onus onto the property owner for any fence that is constructed within the Municipality. It is also important to note that the interpretations of this by-law are completed by the By-Law Enforcement Officers and Chief Building Official. This ensures that there is consistency in all fence requests that are received by the Municipality. Section 2 and 13 of the Fence By-Law outline this.

With this stated, the Planning & Development Executive Committee is recommending that Council 1) approve a 9 foot maximum height fence in the rear yard only for this property and; 2) direct Administration to conduct a review of the Fence By-Law.

Respectfully submitted,

Original Signed By

Patrick Briere, By-Law Enforcement Officer

Council approval of this report will:

- 1) Approve a 9 foot over height fence in the rear yard only for this property and;
- 2) Direct Administration to conduct a review of the Fence By-Law.

Date: October 2, 2018

Report To: Mayor and Council

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **Amendment to Site Plan Control Agreement for 810-840 King's Highway**

On June 23, 2008, Council approved a Site Plan Control Agreement for 810-840 King's Highway with Borderland Hotel INC. The agreement was for the local Super 8 Hotel and Boston Pizza to have shared sites, parking and maintenance requirements.

The Super 8 Hotel is applying for a 24-room addition to the rear (North Side) of the building. Attached to this report is a preliminary site plan showing the addition. The original site plan control agreement By-Law NO. 41/08 will be amended to include the hotel addition.

The amended Site Plan Control Agreement will include the following:

- Application fees are paid for the amendment for Site Plan Control
- Requirements of Site Plan layout as submitted to the Planning and Development Department during the application process
- Storm water management as submitted and approved by the Operations and Facilities Department
- All legal and registration costs will be covered by Borderland Hotel INC. for Site Plan Control Agreement
- The Town will collect a letter of credit, cash or cheque of worth 5% of construction costs as represented on the Building Permit. The holding will be released when the Planning and Development Department of the Town of Fort Frances is satisfied with the work completed on the project and all conditions of the Site Plan Control Agreement are final

At the October 1, 2018 Planning and Development Executive Committee meeting, the recommendation to issue a building permit for the proposed 24-room addition on the existing Super 8 Hotel and amend the original Site Plan Control Agreement with Borderland Hotel INC. was discussed and supported.

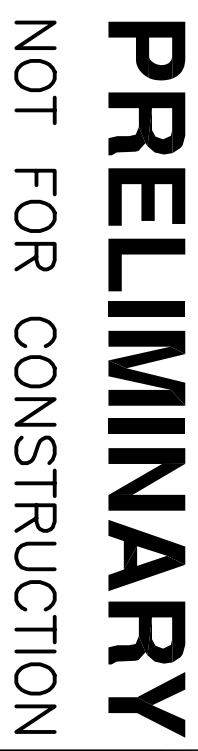
Respectfully submitted,

Original Signed By

Tyson Dennis

Chief Building Official/Municipal Planner

Council's approval of this report will: agree to amend the Borderland Hotel INC. Site Plan Control Agreement listed as By-Law NO. 41/08 with the Town of Fort Frances. The Planning and Development Department will work with Borderland Hotel INC. to finalize the application, receive the holding costs of the amendments for the project and issue building permit to allow for foundation work to begin in the 2018 building season and furthermore, Mayor and Clerk to be authorized to execute said agreement.



NOT FOR CONSTRUCTION

FILENAME : 18116-SP1-SP2.DWG SEPT. 00/18

[illegible]

**H. BRADFORD GREEN
ARCHITECT INC.**
SUITE No. - 126 BRADDE STREET S.
THUNDER BAY, ONTARIO P7E 1B8
PHONE: (807) 622-0800
WWW.HBGCARCHITECT.CA

CONTRACTOR SHALL CHECK ALL DIMENSIONS & REPORT ALL DISCREPANCIES TO THE ARCHITECT PRIOR TO CONSTRUCTION, DO NOT SCALE DRAWINGS. THESE DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION UNLESS SIGNED BY THE ARCHITECT

DATE: _____

PROJECT:

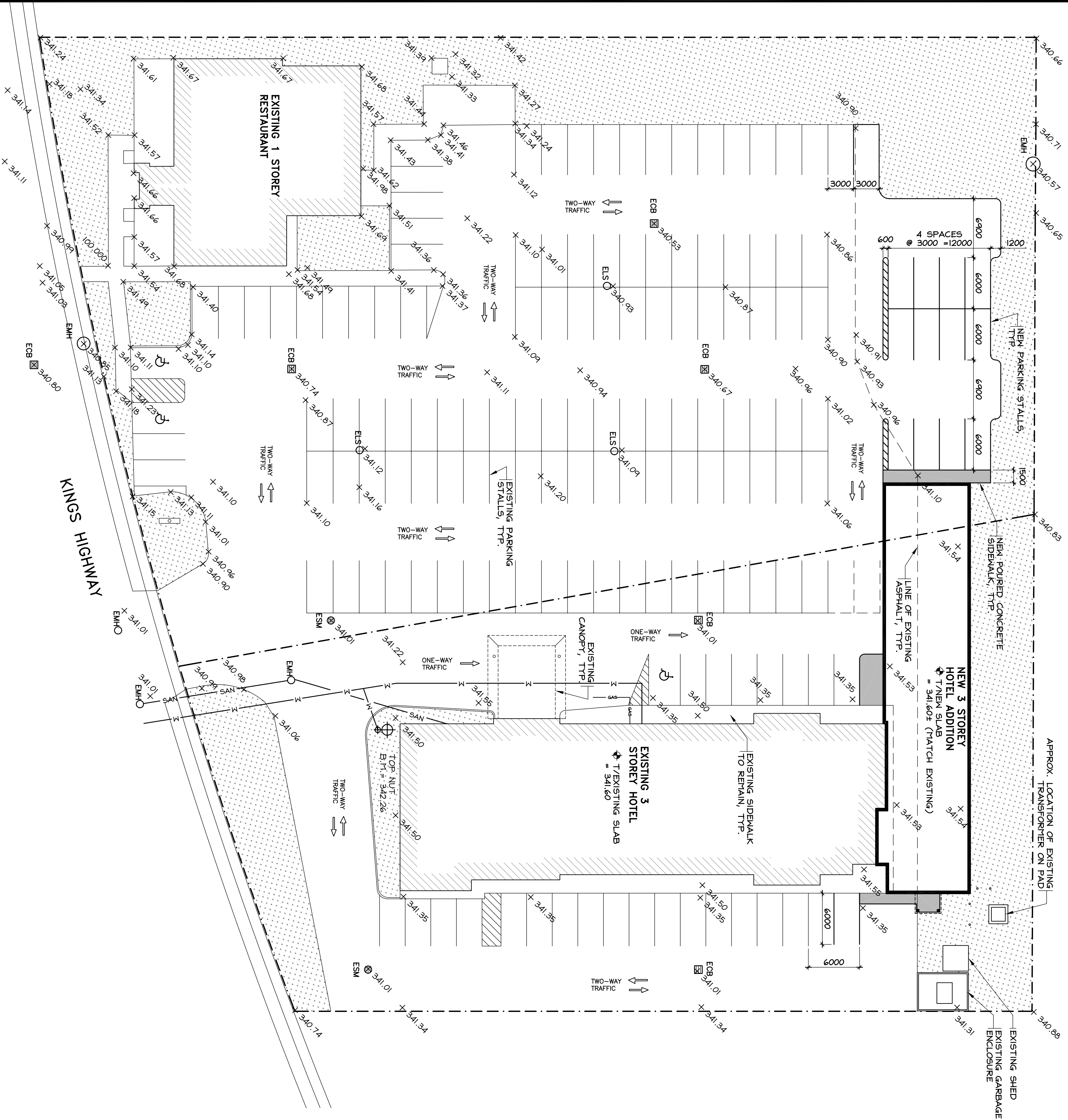
SUPER 8 MOTEL

3 STOREY ADDITION




















810 KINGS HWY., FORT FRANCES, ON.

DRAWING TITLE:
SITE PLAN, SITE LEGEND, ZONING REVIEW,
ENLARGED, PLANNING

SCALE:	DRAWN BY:	PROJECT NO.	DRAWING NO. SP1
AS NOTED	M.E. / D.G.	18116	
DATE:	CHECKED BY:	APPROVED:	
SEPT., 2018	D.M.G.	H.B.G.	



SITE LEGEND:

	EXISTING GRASS AREAS TO RETAIN
	NEW SOIL ON FILL, 15mm(3/4") TOP SOIL
	NEW CONCRETE SIDEWALK TO C.O.B. STANDARD R/W, 15mm(3/4") CONCRETE, 15mm(3/4") BASE, 15mm(3/4") SUB BASE
	MAIN ENTRANCE DOOR
	EXIT DOOR
	RELOCATED FIRE HYDRANT AS PER TECH. DWGS.
	EXISTING SANITARY MAN HOLE
	EXISTING GROUTED STORM MAN HOLE
	EXISTING LIGHT STANDARD
	EXISTING CATCH BASIN
	EXISTING GRADE ELEVATION IN FEET
	PROPERTY LINE
	YARD SETBACKS
	SANITARY SEWER LINE
	WATER LINE
	HYDRO LINE
	TELEPHONE LINE
	GAS LINE
	FIRE DEPARTMENT ACCESS ROUTE, 32.5ft, 32.5ft, 25.5ft

September 25, 2018

Report To: Mayor & Council

From: Doug Brown, CAO

SUBJECT: Funding Application for Economic Development Feasibility Study for Two Properties Recently Acquired by the Town of Fort Frances

Background

Rainy River Future Development Corporation (RRFDC) has prepared and submitted two funding applications to complete a Land Use /Economic Development Feasibility study for two properties recently transferred to the Town from Resolute Forest Products (Shevlin Wood Yard & 420 Mowat Avenue (old Nursing Station building)).

The Provincial Government's Rural Economic Development (RED) Program application was submitted prior to the deadline of September 28, 2018. The Federal Government's FedNor Program (phase 1) application was submitted on September 25, 2018.

The total estimated cost to complete the feasibility study is estimated at \$150,000 with the Town requesting funding of \$70,000 under the RED funding program and \$65,000 from FedNor. The Town's contribution is estimated to be \$15,000 plus the cost to prepare a RFP package to retain a Land Use/ Economic Development Consultant to complete the study.

The 2018 Operating budget includes \$100,000 for Enhanced Economic development initiatives and as of September 25, 2018 there have been expenditures of \$37,052. The feasibility study will be funded from the 2018 operating budget.

At this time, is recommended by the Administration and Finance Executive Committee that the Mayor and Clerk be authorized to execute the funding agreements under each funding program on behalf of the Corporation of the Town of Fort Frances should we be successful in our application processes.

Respectfully submitted,



Doug Brown, P. Eng.
CAO

Council approval of this report will ensure the following;

- 1) Once the submitted funding application is approved, that Mayor and Clerk be authorized to execute the funding agreement with the Provincial Government under Rural Economic Development (RED) Program for a land use/economic development feasibility study for two recently acquired properties on behalf of the Corporation of the Town of Fort Frances;
- and
- 2) Once the submitted funding application is approved, that Mayor and Clerk be authorized to execute the funding agreement with the Federal Government's FedNor Program for the completion of a land use/economic development feasibility study for two recently acquired properties on behalf of the Corporation of the Town of Fort Frances.

October 2, 2018

REPORT TO: Mayor & Council
FROM: Elizabeth (Lisa) Slomke, Clerk
SUBJECT: Upcoming Committee & Council Meeting Dates for 2019

Committee of the Whole and Council meeting schedules on a yearly basis are quite busy and timelines and meeting dates become critical. Please consider the highlighted calendar distributed with your package for further discussion. The meeting dates proposed adhere to By-law 34/95, being a by-law to govern the proceedings of Council.

Having a year at a glance provides Management the ability to plan work projects and tender timelines accordingly.

This does not preclude the Mayor or a majority of Council from calling a Special Meeting should the need arise. Notice provisions must be adhered to.

Council approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to adopt the Committee of the Whole and Council meeting dates for the period January 2019 to December 2019 as attached to this report.

TOWN OF FORT FRANCES

Committee of the Whole & Council Meeting Dates (January 2019 to December 2019)

Scheduled Dates

January 14, 2019

January 28, 2019 **this conflicts with ROMA conference

February 11, 2019

February 25, 2019 **this conflicts with OGRA conference

March 11, 2019

March 25, 2019

April 8, 2019

April 22, 2019

May 13, 2019

May 27, 2019

June 10, 2019

June 24, 2019

July 8, 2019 (*summer schedule has been one meeting per month)

August 12, 2019 (*summer schedule has been one meeting per month)

September 9, 2019

September 23, 2019

October 15, 2019 (Tuesday)

October 28, 2019

November 12, 2019 (Tuesday – office is closed November 11 for Remembrance Day)

November 25, 2019

December 9, 2019

Rural Ontario Municipal Association (ROMA)

January 27-29, 2019

Sheraton Centre Toronto Hotel, Toronto, ON

Ontario Good Roads Association (OGRA)

February 24-27, 2019

Sheraton Centre Toronto Hotel, Toronto, ON

Northwestern Ontario Municipal Association (NOMA)

April 24-26, 2018

TBA, Thunder Bay, ON

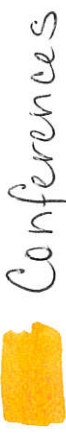
Association of Municipalities of Ontario (AMO)

August 16-19, 2019

The Shaw Convention Centre and Westin Hotel, Ottawa, ON



Committee of the Whole & Council
Executive Committees



Conferences

Calendar 2019 Canada

Calendarpedia
Your source for calendars

January						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30	31		

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17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Public Holidays 2019 Canada

Jan 1	New Year's Day	May 20	Victoria Day
Feb 18	Family Day	Jul 1	Canada Day
Apr 19	Good Friday	Aug 5	Civic Holiday
Sep 2	Labour Day	Nov 11	Remembrance Day
Dec 25	Christmas Day	Dec 26	Boxing Day

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Data provided as a virtual warranty



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/110**

TO: Mayor Avis & Members of Council

FROM: Dawn Galusha, Deputy-Treasurer

DATE: October 3, 2018

SUBJECT: Doug Brown, CAO – Travel Expense claim- NWO CAO Group, OMAA/FedNor Roundtable

BACKGROUND

Attached are copies of the Travel Expense claim, as submitted by Doug Brown for his travel to Thunder Bay for a NWO CAO Group meeting and OMAA/ FedNor Roundtable meeting on September 17-19, 2018. All costs are in compliance with Town of Fort Frances Travel Policy Number 3.11.

Meals	83.00
Per Diem	20.00
Gas	<u>88.43</u>
Total	<u>\$191.43</u>

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Travel expense claim in the total amount of \$191.43 as submitted by Doug Brown, CAO for his travel to Thunder Bay for NWO CAO Group Meeting and OMAA/FedNor Roundtable meeting on September 17-19, 2018.

Council Approval of this Report will agree to the Administration & Finance Executive Committee to approve the Travel expense claim in the total amount of \$191.43 as submitted by Doug Brown, CAO for his travel to Thunder Bay for NWO CAO Group Meeting and OMAA/FedNor Roundtable meeting on September 17-19, 2018.

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

1.	Attendee	DOUG BROWN							
2.	Conference/Seminar Attended	NWO CAO GROUP MEETING WITH OMAA/Fednor							
	Location (Facility and City)	ROUNDTABLE THUNDER BAY, VICTORIA Inn							
	Dates	SEPT 17/18/19							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation			142.20	KATY	VISA			142.20
	Transportation								
	Breakfast			13.00	0				13.00
	Lunch			0	0				0
	Dinner		35.00	35.00	0				70.00
	Per Diem		5.00	10.00	5.00				20.00
	Other			88.43	(MY VISA)				88.43
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
		n.a.		n.a.		n.a.		-	
5.	Town Used Vehicle	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Reason					Total
	Mileage Claimed	KM x \$0.47 =						n.a.	
6.	Approved						Total Expenses	333.63	
							Advance Received	-	
							Balance Claimed	191.43	
							Balance Refunded	191.43	

The agenda must be attached to process payment

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB – a valid and detailed receipt must accompany hotel Visa slips.

Sept 20/18
Date

Doug B
Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

		10-020-0262-1500-71531	
Date	Treasurer	A / P	Cashier

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

Tax Description	Qty	Amount
-----------------	-----	--------

H Bronze	No1	
61.027 L @ \$1.449/ L		\$88.43

Sub Total	\$88.43
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13.0% HST tax on	\$0.00	\$0.00
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5.0% HST-F tax on	\$0.00	\$0.00
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TOTAL	\$88.43
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VISA:	\$88.43
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Change	\$0.00
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Fuel Includes	HST	13.0%	\$10.17
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Fuel Includes	HST-F	5.0%	\$0.00
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HST - Fuel - ON	No.	137400032RT
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01 APPROVED - THANK YOU 001

VISA XXXXXXXXXXXX3059

TERMINAL No. 89203442

PURCHASE C

INV No. 2034422441

APPROVAL No. 07439I

VISA CREDIT

AID A0000000031010

TVR 8080008000

TSI 6800

VERIFIED BY PIN

IMPORTANT

retain this copy for your records

10-020-0262-1500-71531

AIR MILES

Card Num : XXXXXX1639

Terminal : 20344

Approval : 200901368020018091810052960

Doug B
Sept 20/18



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/116**

TO: Mayor Avis & Members of Council
FROM: Dawn Galusha, Deputy Treasurer
DATE: October 3, 2018
SUBJECT: Renewal of Municipal Insurance 2018-2019

BACKGROUND

Attached please find the renewal premium from Frank Cowan Company for the period November 1, 2018 to November 1, 2019. The renewal offer of September 28, 2018 is \$198,351 plus applicable taxes, reflecting an increase in premium of 4.3% over the expiring premium. The change in premium is a result of:

- a 2% inflationary increase on the previously presented valuation on all town buildings, based on StatsCan inflation, as well as the increase to valuations prepared this spring for a total increase to the property values of \$5,756,581, thus increasing the premium by \$4,180;
- the equipment breakdown premium increased by \$130 due to the increased property values;
- the General Liability premium increased by \$3,493 partially due to the liability being extended to the new properties obtained by the Town in 2018, along with liability trends across Frank Cowan's municipal book of business and our claims movement since the last term;
- the excess liability policy has no changes in premium; and
- changes in the auto policy increased the premium by \$701, due to added vehicles.

The out of Province medical coverage is an additional \$1,250 which will cover the existing Council who are under the age of 70 and then be replaced by the new council once the new term begins.

RECOMMENDATION

The Administration & Finance Executive Committee recommends accepting the renewal offer in the amount of \$198,351 plus applicable taxes.

Council Approval of This Report Will approve the Administration & Finance Executive Committee's recommendation to renew the Municipal Insurance with Frank Cowan Company for the period November 1, 2018 to November 1, 2019 in the amount of \$198,351 plus applicable taxes.

October 4, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request from the Municipality of Emo for Recycle Services

At the September 24 meeting of Council, a letter from the Township of Emo regarding the partnership of the two municipality for recycle services was received and referred to the Operations and Facilities Executive Committee.

The Town of Fort Frances underwent upgrades to its recycle transfer station and depot by adding both a residential compaction unit for depot collection and a commercial compaction unit for the curbside collection truck to deposit materials into. In addition, the Town entered into an agreement with Emterra of Winnipeg for transportation of the 40 yard roll off containers to the Municipal Recycle Facility (MRF) in Winnipeg as well as processing of the recycle waste. All of these upgrades were partially funded through the Continuous Improvement Fund with the potential to expand the use of the Town's transfer station to include other, outside agencies in the future. Given the other options at that time, the cost per tonne being paid by the Town for processing was cost prohibitive to these other communities. Since that time, the recycling realities in the area have changed and the Town has been contacted by other municipalities looking for help to sustain their Blue Box programs.

One key issue moving forward with an agreement with other municipalities is that the rates we pay are continuously varying depending on market conditions. The table below show the per tonne costs that the Town has paid in the past 6 years for the handling, transportation, and processing of the Town's recyclables.

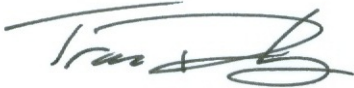
	Tonnes Collected	Total Processing, Transportation & Overhead Costs	Costs Per Tonne
2012	498.61	\$ 112,121.63	\$ 224.87
2013	490.57	\$ 103,030.60	\$ 210.02
2014	490.81	\$ 113,146.56	\$ 230.53
2015	501.66	\$ 198,144.07	\$ 394.98
2016	477.63	\$ 151,613.86	\$ 317.43
2017	518.20	\$ 130,244.19	\$ 251.34
Average	496.25	\$ 134,716.82	\$ 271.53

As can be seen the cost per tonne does vary, however the average cost over those years is \$271.53 per tonne. Attached to this report is a breakdown of all of the costs related to the Town's Recycling program for 2017. The Township of Emo currently collects 51.80 tonnes at their depot which they would weight and haul, in some fashion, to the Town transfer station at their cost. At this quantity it is anticipated that the annual cost increase to the Town for the processing of Emo's waste would be \$14,065.25. If an agreement were to be struck with the Township of Emo, the costing for the handling, transportation and processing would have to be billed at the true costs plus some type of mark up.

Currently the Town receives some funding through Resource Productivity and Recovery Authority to offset their recycling costs. The addition of another municipality would not affect our funding as the materials would have to be weighed prior to depositing into our transfer station and during our Blue Box Datacall process at the end of the year we would claim that amount as belonging to Emo and any revenue relating to the handling of that material would also be claimed. The Township of Emo would claim the same on their Datacall and they would receive funding to offset their costs.

It is the recommendation of the Operations and Facilities Executive Committee that the Town of Fort Frances enter into an agreement with the Township of Emo for handling, transportation and processing of their blue box materials at the Town of Fort Frances Transfer Station.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Travis Rob', with a stylized flourish at the end.

Travis Rob, P.Eng

Council approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee that the Town of Fort Frances enter into an agreement with the Township of Emo for handling, transportation and processing of their blue box materials at the Town of Fort Frances Transfer Station.

Manager of Operations and Facilities

2018Oct Emo Recycling Request Letter



The Corporation of the Township of Emo

P.O. Box 520, Emo, Ontario, P0W 1E0

Website: www.emo.ca
E-mail: township@emo.ca

Phone: 807-482-2378
Fax: 807-482-2741

Wednesday September 19, 2018

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

Mayor Roy Avis and Councillors,

I am writing on behalf of the Township of Emo to express interest in entering into an agreement to utilize the Town of Fort Frances' recycling depot.

As you may know, the plant that recycles paper and cardboard in International Falls shut down earlier this spring. The Township of Emo's recycling program has stalled, with nowhere to take paper and limited options for our residents to recycle. With our yearly recycling amounting to about a month's worth in the Town of Fort Frances, purchasing a compactor or a new facility is not a feasible option for Emo at this time.

We are looking at the possibility of an agreement with the Town of Fort Frances to use the recycling depot in Fort Frances and work out a plan to share costs on both shipping and processing. Once we have an agreement we are willing to work with the Town of Fort Frances to put together the costs involved from our end.

On behalf of Emo's Town Council, we look forward to hearing back from you and exploring the process of working together on this endeavor.

Bridget Foster
CAO/Clerk-Treasurer

October 4, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Award of Tender 18-OF-08 – Heavy Duty Tandem Drive Articulated Grader

Through the end of August and September the Town advertised a tender for a heavy duty tandem drive articulated motor grader with snow wing assembly. Tenders closed on Tuesday September 25, 2018 with two tenderers submitting two bids each.

Attached to this report is a report summarizing the bid results from Milt Strachan, Transportation Superintendent. Three of the four bids were compliant to the tender specifications with one of the Caterpillar units being a non-current 2017 model.

It is the recommendation of the Operations and Facilities Executive Committee to award tender 18-OF-08 to Toromont Cat for a total tender price of \$316,400.00 inclusive of HST.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to award tender 18-OF-08 to Toromont Cat for a total tender price of \$316,400.00 inclusive of HST

Manager of Operations and Facilities

2018Oct Tender 18-OF-08 Motor Grader

September 27, 2018

Report To: Travis Rob, Manager of Operations and Facilities

From: Milt Strachan, Transportation Superintendent

Subject: Tender No. 18-OF-08 Heavy Duty Tandem Drive Articulated Motor Grader with Snow Wing Assembly

There were a total of four (4) tenders received. I will briefly explain deficiencies if any for all four (4) tenders.

- 1.) NORTRAX CANADA INC.
Make: John Deere
Model: 670G

The John Deere 670G Grader meets or exceeds all of the specifications in the Tender.

- 2.) NORTRAX CANADA INC.
Make: John Deere
Model: 770G

The John Deere 770G Grader meets or exceeds all of the specifications in the Tender.

- 3.) TOROMONT CAT
Make: Caterpillar
Model: 140

The Caterpillar 140 Grader meets or exceeds all of the specifications in the Tender.

- 4.) TOROMONT CAT
Make: Caterpillar
Model: 160K

The Caterpillar 160K Grader is a 2017 Model and the Tender calls for a 2018 Model, so is therefore disqualified.

Summary:

There are three (3) Graders that meet the specifications in the Tender, The John Deere Models 670G and 770G as well as the Caterpillar Model 140.

The Caterpillar 140 is the low bid price at a Net Cost to the Town of \$284,928.00 This is \$15072.00 under the amount that was budgeted and is \$52,560.75 lower than the next lowest bid price.

It is my recommendation that the Town of Fort Frances purchases the 2018 Caterpillar 140 from TOROMONT CAT.



Milt Strachan
Transportation Superintendent

**Spreadsheet #1 - Tender No. 18-OF-08 - Results - New Heavy Duty Tandem Drive Articulated
Motor Grader with Snow Wing Assembly
September 27, 2018**

Equipment Description	A		B		C		D	
	NORTRAX Equipment	2018	NORTRAX Equipment	2018	TOROMONT Cat	2018	TOROMONT Cat	2017
Manufacturer	John Deere	2018	John Deere	2018	Caterpillar	2018	Caterpillar	2017
Model	670G	770G	770G	140	140	160K	160K	

New Grader with Snow Wing Assembly	\$371,463.00	\$373,963.00	\$325,000.00	\$298,500.00
Trade in of 1999 Champion Model 720A	(\$25,000.00)	(\$25,000.00)	(\$45,000.00)	(\$45,000.00)
Subtotal	\$346,463.00	\$348,963.00	\$280,000.00	\$253,500.00
HST	\$45,040.19	\$45,365.19	\$36,400.00	\$32,955.00
Total Price (includes all taxes)	\$391,503.19	\$394,328.19	\$316,400.00	\$286,455.00

Net Cost to the Town for New Grader	\$352,560.75	\$355,104.75	\$284,928.00	\$257,961.60
2018 Budgeted Amount	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00
Over/ <u>Under</u> Budget By	\$52,560.75	\$55,104.75	(\$15,072.00)	(\$42,038.40)
Difference from Low bidder	\$67,632.75	\$70,176.75	\$0.00	does not meet spec
Delivery Date from date of Purchase Order	120 days	120 days	160 days	90 days

October 4, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Changes to the Minimum Maintenance Standards – Staffing Requirements

At the July 4 meeting of the Operations and Facilities Executive Committee meeting a report was brought forward regarding the changes implemented to Ontario Regulation 239/02 known as the Minimum Maintenance Standards for Municipal Highways. The impacts to the Town operations were basically in three categories: documentation, equipment and staffing which will be outlined further below.

With the Minimum Maintenance Standards (MMS), documentation is so crucial. Being able to show your compliance with the regulation is key when a claim should arise. Because of this the Town has engaged a firm specializing in fleet GPS to provide 3 units to be installed as a trial for a 90 day period to allow us to get a feel for how these systems can work and see what data they can collect. A fleet GPS has the ability to show the route the equipment takes, when it is applying sand or salt, when the plow is up or down, speed, etc. This type of data is paramount when a claim arises, as it proves absolutely that, either the Town was in compliance or was not. Once a successful trial has been completed, additional units will be purchased to ensure that our front-line snow equipment are equipped with these units. Secondly in the MMS there is a requirement to monitor the weather, October 1 to April 30, one time per shift or three times per day whichever is more frequent and May 1 to September 30 once per calendar day. Currently the Town monitors during the day by having the Transportation Superintendent monitor the weather and a weather application sends an email to the Public Works On-Call phone after hours. This weather monitoring plan however, is poorly documented if at all. To combat this, Ontario Good Roads has put out a Weather App specifically designed to help a municipality to comply with the regulations. This app sends an email to up to 30 persons via email. The app then records, who opened the forecast and when to show that the weather checks are happening that need to be happening. The Town has signed up for this app and is using it to monitor the weather.

With the big change to the MMS surrounding care of sidewalks, the Town is in need of a sidewalk sander as we will now be required to sand the sidewalks as soon as practicable after becoming aware of the need, similar to roadways. The issue with this is that many of these units are small in size and not overly effective. This leads to the unit needing to be filled regularly requiring either a machine bringing materials to the spreader or the sidewalk machine travelling back to the Public Works yard to fill. Currently the Town has a spreader for our 2003 Holder Sidewalk machine, however it is small in size and difficult to work properly. For the 2019 Capital Budget there will be the purchase of a pull behind sidewalk spreader for the new Trackless sidewalk machine estimated at \$30,000.00. This unit, however will only carry about 2 yards of material so the logistics of filling this unit while underway will need to be worked out through the winter months.

The third aspect of these changes revolved around staff and manpower to comply. The current practice within the Operations and Facilities Division is that the first priority is to get the snow removed from the roadways. Once that has been complete we focus on the sidewalks, lanes and dead ends of roadways. When we have staff on the night shift rotation, the focus is always on roadway snow plowing, lanes and dead ends and when that is caught up we work on snow removal from the downtown core and other

roadways. Rarely is the sidewalk machine utilized during the night shift and even more rarely are both machines utilized at the same time due exclusively to a lack of manpower. With this change to the MMS we will have to have accumulation in excess of 8 cm or approximately 3" removed from the sidewalks within 48 hours, with the current staffing levels, this is simply not possible. It is the recommendation of Administration that the Public Works staffing be increased as soon as possible after the Parks and Cemeteries layoff date of October 12 by one full time labourer and one seasonal labourer to achieve compliance with the Minimum Maintenance Standards. The cost for this change for the remainder of 2018 would be approximately \$28,645.76 in wages and benefits with an anticipated addition to the 2019 budget of \$103,149.63. Due to unexpected staff vacancies in 2018 it is anticipated that the 2018 portion can be funded within the current Operating Budget.

The other way which the Town can comply with the regulation is to close sidewalks by passing of a by-law closing sections of sidewalk through the winter and providing signage alerting the user that the sidewalk is unmaintained. At this point the Town does not clear the snow from the asphalt path along the riverfront walk way in the winter and that is used for snow storage. The closure of additional sidewalk is not an ideal solution to the issue of wintertime maintenance as the selection of which sidewalks are to be closed would be arbitrary and may be seen as unfair. The other unknown in this is if a resident, on a closed section of sidewalk chose to clear the sidewalk themselves, would the Town still be liable? It is the recommendation of administration that a by-law be prepared closing the asphalt sidewalk along Front Street from Victoria Avenue to Calder Drive from October 1 to April 30 annually.

It is the recommendation of the Operations and Facilities Executive Committee that:

1. The Operations and Facilities Division Staff continue with the implementation of Fleet GPS and weather monitoring per the standard.
2. That the purchase of a pull behind spreader for applying sand to the sidewalks be considered in the 2019 Capital Budget.
3. The Operations and Facilities Division staff be increased by one full time and one seasonal labourer to be dedicated in the winter months to the maintenance of the sidewalks to meet the new O. Reg. 239/02.
4. That a by-law be passed to close the asphalt sidewalk on Front Street and Colonization Road East from Victoria Avenue to Calder Drive from October 1 to April 30 annually.

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

Council approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee that:

- 1. The Operations and Facilities Division Staff continue with the implementation of Fleet GPS and weather monitoring per the standard**
- 2. That the purchase of a pull behind spreader for applying sand to the sidewalks be considered in the 2019 Capital Budget**
- 3. The Operations and Facilities Division staff be increased by one full time and one seasonal labourer to be dedicated in the winter months to the maintenance of the sidewalks to meet the new O. Reg. 239/02**
- 4. That a by-law be passed to close the asphalt sidewalk on Front Street and Colonization Road East from Victoria Avenue to Calder Drive from October 1 to April 30 annually**

2018Oct MMS and Required Operational Changes



REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Community Services Division Manager

DATE: September 28, 2018

RE: Adult Shinny Email – Bill Morrison, George Harnett

Preamble

Attached is an email from a regular patron to adult shinny at Memorial Sports Centre, Bill Morrison.

Bill, along with George Harnett have requested to meet with the Community Services Executive Committee to consider their request for an adjustment to the adult shinny fee.

Current Fees

Ice Surface Rentals

Prime time – Opening to 8am, 3:30pm to Close (Mon-Fri); Opening to Close (Sat-Sun)

Youth	\$99.10
Adult	\$148.75

Non – Prime time – 8am - 3:30pm (Mon-Fri) (Excluding Holidays, School Breaks & Tournaments)

Youth	\$68.65
Adult	\$105.20

<u>Daily Facility Use</u>	Resident	Non-resident
Child (5-12)	\$4.05	\$5.05
Student (13-17)	\$5.60	\$6.95
Adult (18-59)	\$7.20	\$9.05
Senior (60+)	\$5.55	\$6.90

Recommendation

The Community Services Executive Committee recommends to Council to sanction an adult shinny user fee of \$3/person during non-prime time hours.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J Kabel".

Jason Kabel

Council approval of this report will sanction an adult shinny user fee of \$3/person during non-prime time hours.



REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Community Services Division Manager

DATE: September 28, 2018

RE: Youth Centre – Elaine Fischer, Northwestern Health Unit

The Community Services Executive Committee received a presentation from Elaine Fischer, Health Promoter – Northwestern Health Unit that highlighted a trial youth engagement program that was run this past summer by a number of partnering organizations.


On the heels of the successful youth engagement this summer, the request was put forward to explore potential locations in the community to perform a pilot project for a youth drop-in centre 1-2 days per week to start with. Locations that were mentioned for the pilot were the Tourist Information Centre, Old Library, and East End Hall. It was determined that the only feasible location that the Town had jurisdiction of was the East End Hall.

The Northwestern Health Unit will take the lead on grant opportunities for the youth pilot project in the near future and present a proposal before moving forward with any such program.

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to agree in principle for potential in-kind use of the East End Hall to operate a drop-in centre pilot program for local youth.

Respectfully Submitted,



Jason Kabel

Council approval of this report will agree in principle for potential in-kind use of the East End Hall to operate a drop-in centre pilot program for local youth.



REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Community Services Division Manager

DATE: September 28, 2018

RE: Senior Active Living Centre Transfer Payment Agreement – Fort Frances Senior Centre

Preamble

The Community Services Division has received a letter (attached) from Hon. Raymond Cho, Minister for Seniors and Accessibility confirming that funding for the Fort Frances Senior Centre (SALC – Senior Active Living Centre) will continue in 2018-19 to support the centre.

The funding is as follows:

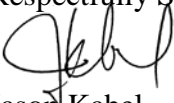
- Operating funding: \$42,700.00 (matching municipal funds required)
- Special Grant: \$9,359.66
- Pay equity amount: \$0.00

In 2014 the Town signed a Terms & Conditions document that has been in place until now to receive provincial funding, as the Ministry moves forward with modernizing the SALC program, we are now required to sign an updated transfer payment agreement which represents our contract with the province (attached).

Recommendation

The Community Services Executive Committee recommends to Mayor & Council to endorse the Ontario transfer payment agreement for the Seniors Active Living Centres Program at the Fort Frances Senior Centre and authorize execution of the agreement.

Respectfully Submitted,



Jason Kabel

Council approval of this report will endorse the Ontario transfer payment agreement for the Seniors Active Living Centres Program at the Fort Frances Senior Centre and authorize appropriate execution of the agreement.

**Minister for Seniors
and Accessibility**

Minister's Office

6th Floor
 400 University Avenue
 Toronto, ON M7A 2R9
 Tel.: (416) 314-9710
 Fax: (416) 325-4787

**Ministre des Services
aux aînés et de l'Accessibilité**

Bureau du Ministre

6^e étage
 400, avenue University
 Toronto ON M7A 2R9
 Tél.: (416) 314-9710
 Téléc.: (416) 325-4787



September 2018

Diane Maxey
 Board Chair
 Fort Frances Seniors Centre
 401 Nelson Street
 Fort Frances, Ontario P9A 1B3
 magictouch1@shaw.ca

Dear Diane Maxey:

As you may know, in June this year, I was appointed as the Minister for Seniors and Accessibility. I am honoured that the Premier has entrusted me to take on this important role overseeing programs that impact seniors and providing information that can help them stay healthy, socially connected and independent.

Seniors Active Living Centres across Ontario are key partners in supporting Ontarians so that they can age with dignity, independence and choice. I am pleased to confirm funding will continue in 2018-19 to support your centre. The ministry will follow up shortly to provide you with specific funding information.

Our government values seniors for all that they have given and continue to give to our province, from raising families and helping to build the economy to making our communities better places to live.

Thank you for the valuable work you and your centre are doing to serve seniors in your community. I wish you all the best with your activities this year.

Sincerely,

Raymond Cho
 Minister

cc: Hon. Greg Rickford, MPP, Kenora-Rainy River

**Minister for Seniors
and Accessibility**

Minister's Office

6th Floor
400 University Avenue
Toronto, ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

**Ministre des Services
aux aînés et de l'Accessibilité**

Bureau du Ministre

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télé.: (416) 325-4787



Septembre 2018

Diane Maxey
Board Chair
Fort Frances Seniors Centre
401 Nelson Street
Fort Frances, Ontario P9A 1B3
magictouch1@shaw.ca

Madame,

Vous savez peut-être qu'en juin de cette année, j'ai été nommé ministre des Services aux aînés et de l'Accessibilité. Je suis honoré que le premier ministre m'ait confié cette tâche importante qui consiste à prendre en charge les programmes destinés aux personnes âgées et à diffuser de l'information qui aide les personnes âgées à demeurer en santé, actives socialement et autonomes.

Les centres de vie active pour personnes âgées à travers l'Ontario sont des partenaires clés dans la prestation de services de soutien aux Ontariennes et aux Ontariens afin de leur permettre de vieillir avec dignité, autonomie et choix. Je suis heureux de pouvoir confirmer que votre centre continuera de bénéficier d'un financement de soutien en 2018-2019. Le ministère vous communiquera sous peu les renseignements précis relatifs au financement.

Notre gouvernement est reconnaissant aux personnes âgées pour tout ce qu'elles ont contribué et continuent de contribuer à la vie de notre province, que ce soit pour avoir fondé une famille, aidé à développer l'économie ou avoir fait de nos collectivités des lieux où il fait bon vivre.

Je vous remercie des précieux services que votre centre et vos collaborateurs offrez aux personnes âgées de votre région. Recevez mes meilleurs vœux de succès pour vos activités de cette année.

Veuillez agréer, Madame, l'expression de mes sentiments les meilleurs.

Raymond Cho
Ministre

c. c. Hon. Greg Rickford, députée/député Kenora-Rainy River

Ministry for Seniors and Accessibility

777 Bay Street, Suite 601C
 Toronto ON M7A 2J4
www.ontario.ca/seniors

Ministère des Services aux aînés et de l'Accessibilité

777, rue Bay, bureau 601C
 Toronto, ON M7A 2J4
www.ontario.ca/personnesagees



September 2018

Diane Maxey
 Board Chair
 Fort Frances Seniors Centre
 401 Nelson Street
 Fort Frances ON P9A 1B3

Dear Diane Maxey,

Re: Seniors Active Living Centres Program – 2018-19 Confirmation of Funding
 Fort Frances Seniors Centre, Case 2018-03-1-767754975

Further to the letter you received from the Minister for Seniors and Accessibility which confirmed your Seniors Active Living Centre (SALC) program funding for 2018-19, I am pleased to inform you that your centre has been approved to receive:

- Operating funding: \$42,700.00
- Special Grant: \$9,359.66
- Pay equity amount: \$0.00

As we move forward with modernizing the program, you are now required to sign an updated transfer payment agreement (which represents your contract with the province), which will replace the Terms and Conditions your organization had signed in 2014.

Please review the agreement and return the signed agreement to your Regional Advisor within 15 business days. Once received, it will be signed by the ministry representative and a copy will be returned to you for your files.

The agreement remains in force until terminated by either the province or your organization. This Confirmation of Funding letter forms a part of the agreement, so it is important to keep a copy of this letter with your agreement for audit purposes.

Operating funding is provided to your organization on a monthly basis. Any changes to the approved operating funding amount will be pro-rated and reflected in subsequent monthly payments that you receive. If requested and approved, the project grant ("Special Grant") amount will be provided by October.

Funds must be used in accordance with your approved funding request. If you would anticipate any changes to your program or expenditures, please contact your Regional Advisor. It is important that you request any changes in writing (email is acceptable), and changes must be approved by the Regional Advisor before alternative programming and expenditures are made.

Your organization is required to submit an audited financial statement for the year funded. SALC funding received should be reported in the financial statement as a separate revenue line item, separate from other provincial and municipal funding.

As in previous years, funds provided by the ministry that are not used for an approved purpose are subject to recovery, and funds not spent by year-end will also be recovered.

It is important for your organization to keep this letter and the agreement for audit purposes. The rules that set out the details and practical application for this program are made under the authority of the Seniors Active Living Centres Act, 2017.

Should you have any questions about your funding, or questions related to compliance, please do not hesitate to contact your Regional Advisor, Heather Gushulak, (807) 468-2452, or Heather.Gushulak@ontario.ca.

Ontario is committed to providing the programs and services that seniors need to stay active and engaged.

We wish you all the best in operating your SALC program, and appreciate your efforts to improve the lives of Ontario's seniors.

Sincerely,

Kate Krestow

Manager, Public Education and Awareness
Seniors Policy and Programs Division

Attachment: SALC Transfer Payment Agreement (for your signature)

cc: Heather Gushulak, Regional Advisor
Jason Kabel, Community Services Division Manager

ONTARIO TRANSFER PAYMENT AGREEMENT SENIORS ACTIVE LIVING CENTERS PROGRAM

THE AGREEMENT is effective as of the first day of May, 2018.

B E T W E E N :

**Her Majesty the Queen in right of Ontario
as represented by the Minister for Seniors and Accessibility**

(the “**Province**”)

- and -

Fort Frances Seniors Centre

(the “**Recipient**”)

CONSIDERATION

In consideration of the mutual covenants and agreements contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 The agreement, together with:

Schedule “A” - General Terms and Conditions

Schedule “B” - Project Specific Information and Additional Provisions

and

any amending agreement entered into as provided for in section 4.1,

constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 **Conflict or Inconsistency.** In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule “A”, the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule “A”; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule “A”, the Additional Provisions will prevail over the provisions in Schedule “A” to the extent of the inconsistency.

3.0 COUNTERPARTS

3.1 The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

4.0 AMENDING THE AGREEMENT

4.1 The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

5.1 The Recipient acknowledges that:

- (a) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
- (b) Her Majesty the Queen in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
- (c) the Funds are:

- (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
 - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (d) the Province is not responsible for carrying out the Project; and
- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

- SIGNATURE PAGE FOLLOWS -

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF
ONTARIO as represented by the Minister for
Seniors and Accessibility**

Date

Kathleen Henschel, Director

Fort Frances Seniors Centre

Date

Name:
Title:

I have authority to bind the Recipient.

SCHEDULE "A"

GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 **Definitions.** In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Budget" means the budget for expenses related to the Recipient's seniors active living centre program, as set out in the Funding Letter.

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section A13.1.

"Funding Letter" means the letter(s) from the Province to the Recipient indicating the approved amount of the Funds to the Recipient for the Funding Year;

“Funding Year” means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means Her Majesty the Queen in right of Ontario, Her ministers, agents, appointees, and employees.

“Maximum Funds” means the maximum Funds set out in the Funding Letter.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A13.3(b), and includes any such period or periods of time by which the Province extends that time in accordance with section A13.4.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Program Guidelines” means the Province’s program guidelines, issued April 2018, and revised from time to time by the Province, containing terms and conditions in respect of seniors active living centre program funding.

“Project” means the undertakings approved by the Province in accordance with the *Seniors Active Living Centres Act, 2017*, in support of the Recipient’s seniors active living centre program, as set out in the Funding Letter.

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;

- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 **Term.** The term of the Agreement will commence on the Effective Date and shall continue until terminated pursuant to Article A11.0, Article A12.0, or Article A13.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 **Funds Provided.** The Province will:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient at regular intervals determined by the Province, with notice to the Recipient, as set out in the Funding Letter; -; and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 **Limitation on Payment of Funds.** Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof as the Province may request pursuant to section A10.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
- (c) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.1; or
- (d) if, pursuant to the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:
 - (i) reduce the amount of Funds and, in consultation with the Recipient, change the Project; or
 - (ii) terminate the Agreement pursuant to section A12.1.

- A4.3 **Use of Funds and Carry Out the Project.** The Recipient will do all of the following:
- (a) carry out the Project in accordance with the Agreement;
 - (b) use the Funds only for the purpose of carrying out the Project;
 - (c) spend the Funds only in accordance with the Budget;
 - (d) not use the Funds to cover any cost that has or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.
- A4.4 **Interest Bearing Account.** If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.
- A4.5 **Interest.** If the Recipient earns any interest on the Funds, the Province may:
- (a) deduct an amount equal to the interest from any further instalments of Funds; or
 - (b) demand from the Recipient the payment of an amount equal to the interest.
- A4.6 **Rebates, Credits, and Refunds.** The Ministry will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.
- A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS**
- A5.1 **Acquisition.** If the Recipient acquires goods, services, or both with the Funds, it will:
- (a) do so through a process that promotes the best value for money; and
 - (b) comply with the *Broader Public Sector Accountability Act, 2010* (Ontario), including any procurement directive issued thereunder, to the extent applicable.
- A5.2 **Disposal.** The Recipient will not, without the Province's prior written consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the

amount as provided for in Schedule “B” at the time of purchase.

A6.0 CONFLICT OF INTEREST

A6.1 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest.

A6.2 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient’s decisions, has outside commitments, relationships, or financial interests that could, or could be seen to, interfere with the Recipient’s objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.3 Disclosure to Province. The Recipient will:

- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest; and
- (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

A7.0 REPORTS, ACCOUNTING, AND REVIEW

A7.1 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address referred to in section A17.1, an annual report in accordance with the Program Guidelines, or in a form as specified by the Province from time to time;
- (b) submit to the Province at the address referred to in section A17.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
- (c) ensure that the annual report and any other reports are completed to the satisfaction of the Province; and
- (d) ensure that the annual report and any other reports are signed on behalf of the Recipient by an authorized signing officer.

A7.2 **Record Maintenance.** The Recipient will keep and maintain:

- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
- (b) all non-financial documents and records relating to the Funds or otherwise to the Project.

A7.3 **Inspection.** The Province, any authorized representative, or any independent auditor identified by the Province may, at the Province's expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's allocation and expenditure of the Funds and, for these purposes, the Province, any authorized representative, or any independent auditor identified by the Province may take one or more of the following actions:

- (a) inspect and copy the records and documents referred to in section A7.2;
- (b) remove any copies made pursuant to section A7.3(a) from the Recipient's premises; and
- (c) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds, the Project, or both.

A7.4 **Disclosure.** To assist in respect of the rights provided for in section A7.3, the Recipient will disclose any information requested by the Province, any authorized representatives, or any independent auditor identified by the Province, and will do so in the form requested by the Province, any authorized representative, or any independent auditor identified by the Province, as the case may be.

A7.5 **No Control of Records.** No provision of the Agreement will be construed so as to give the Province any control whatsoever over the Recipient's records.

A7.6 **Auditor General.** The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient will:

- (a) acknowledge the support of the Province for the Project; and

- (b) ensure that the acknowledgement referred to in section A8.1(a) is in a form and manner as directed by the Province.

A8.2 Publication. The Recipient will indicate, in any of its Project-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A9.0 INDEMNITY

A9.1 Indemnification. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages, and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits, or other proceedings, by whomever made, sustained, incurred, brought, or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

A10.0 INSURANCE

A10.1 Recipient's Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount provided for in Schedule "B" per occurrence. The insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) a 30-day written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
 - (i) certificates of insurance that confirm the insurance coverage as provided for in section A10.1; or

- (ii) other proof that confirms the insurance coverage as provided for in section A10.1; and
- (b) upon the request of the Province, provide to the Province a copy of any insurance policy.

A11.0 TERMINATION ON NOTICE

- A11.1 Termination on Notice.** The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days' Notice to the Recipient.
- A11.2 Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:
- (a) cancel further instalments of Funds;
 - (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
 - (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
 - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A12.0 TERMINATION WHERE NO APPROPRIATION

- A12.1 Termination Where No Appropriation.** If, as provided for in section A4.2(d), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately without liability, penalty, or costs by giving Notice to the Recipient.
- A12.2 Consequences of Termination Where No Appropriation.** If the Province terminates the Agreement pursuant to section A12.1, the Province may take one or more of the following actions:
- (a) cancel further instalments of Funds;
 - (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and

- (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing pursuant to section A12.2(b).

A12.3 No Additional Funds. If, pursuant to section A12.2(c), the Province determines that the costs to wind down the Project exceed the Funds remaining in the possession or under the control of the Recipient, the Province will not provide additional Funds to the Recipient.

A13.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A13.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A7.1, Reports or such other reports as may have been requested pursuant to section A7.1(b);
- (b) the Recipient's operations, its financial condition, or its organizational structure, changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver; or
- (d) the Recipient ceases to operate.

A13.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;

- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient; and
- (i) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

A13.3 **Opportunity to Remedy.** If, in accordance with section A13.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A13.4 **Recipient not Remediating.** If the Province provided the Recipient with an opportunity to remedy the Event of Default pursuant to section A13.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A13.2(a), (c), (d), (e), (f), (g), (h), and (i).

A13.5 **When Termination Effective.** Termination under Article will take effect as provided for in the Notice.

A14.0 FUNDS AT THE END OF A FUNDING YEAR

A14.1 **Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article A13.0, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds; and
- (b) adjust the amount of any further instalments of Funds accordingly.

A15.0 FUNDS UPON EXPIRY

A15.1 **Funds Upon Expiry.** The Recipient will, upon expiry of the Agreement, pay to the Province any Funds remaining in its possession or under its control.

A16.0 DEBT DUE AND PAYMENT

A16.1 **Payment of Overpayment.** If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay an amount equal to the excess Funds to the Province.

A16.2 **Debt Due.** If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds or an amount equal to any Funds; or
- (b) the Recipient owes any Funds or an amount equal to any Funds to the Province, whether or not the Province has demanded their payment,

such Funds or other amount will be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient will pay the amount to the Province immediately, unless the Province directs otherwise.

A16.3 **Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province

of Ontario on accounts receivable.

A16.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the “Ontario Minister of Finance” and delivered to the Province as provided for in Schedule “B”.

A16.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

A17.0 NOTICE

A17.1 Notice in Writing and Addressed. Notice will be in writing and will be delivered by email, postage-prepaid mail, personal delivery, or fax, and will be addressed to the Province and the Recipient respectively as provided for Schedule “B”, or as either Party later designates to the other by Notice.

A17.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of email, personal delivery, or fax, one Business Day after the Notice is delivered.

A17.3 Postal Disruption. Despite section A17.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, or fax.

A18.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A18.1 Consent. When the Province provides its consent pursuant to the Agreement, it may impose any terms and conditions on such consent and the Recipient will comply with such terms and conditions.

A19.0 SEVERABILITY OF PROVISIONS

A19.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision will be deemed to be severed.

A20.0 WAIVER

A20.1 **Waiver Request.** Either Party may, in accordance with the Notice provision set out in Article A17.0, ask the other Party to waive an obligation under the Agreement.

A20.2 **Waiver Applies.** Any waiver a Party grants in response to a request made pursuant to section A20.1 will:

- (a) be valid only if the Party granting the waiver provides it in writing; and
- (b) apply only to the specific obligation referred to in the waiver.

A21.0 INDEPENDENT PARTIES

A21.1 **Parties Independent.** The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

A22.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A22.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A22.2 **Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on the Parties' respective heirs, executors, administrators, successors, and permitted assigns.

A23.0 GOVERNING LAW

A23.1 **Governing Law.** The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A24.0 FURTHER ASSURANCES

A24.1 **Agreement into Effect.** The Recipient will provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains, and will otherwise do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A25.0 JOINT AND SEVERAL LIABILITY

A25.1 Joint and Several Liability. Where the Recipient is comprised of more than one entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A26.0 RIGHTS AND REMEDIES CUMULATIVE

A26.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A27.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A27.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a “**Failure**”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A28.0 SURVIVAL

A28.1 Survival. The following Articles and sections, and all applicable cross-referenced sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 3.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.2(d), A4.5, section A5.2, section A7.1 (to the extent that the Recipient has not provided the Reports or other reports as may have been requested to the satisfaction of the Province), sections A7.2, A7.3, A7.4, A7.5, A7.6, Article A8.0, Article A9.0, section A11.2, sections A12.2, A12.3, sections A13.1, A13.2(d), (e), (f), (g) and (h), Article A15.0, Article A16.0, Article A17.0, Article A19.0, section A22.2, Article A23.0, Article A25.0, Article A26.0, Article A27.0 and Article A28.0.

- END OF GENERAL TERMS AND CONDITIONS -

SCHEDULE “B”
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maintenance and Operating	See Ministry for Seniors and Accessibility Funding Letter
Special Grant	See Ministry for Seniors and Accessibility Funding Letter
Maximum Funds	See Ministry for Seniors and Accessibility Funding Letter
Expiry Date	Until terminated pursuant to Article A11.0, Article A12.0, or Article A13.0.
Amount for the purposes of section A5.2 (Disposal) of Schedule “A”	\$2,000
Insurance	\$2,000,000
Contact information for the purposes of Notice to the Province	<p>Name: Anita Koch</p> <p>Position: Senior Program Consultant</p> <p>Address: 777 Bay Street, 6th Fl, Toronto ON M5G 2C8</p> <p>Phone: 416-212-0491</p> <p>Email: anita.koch@ontario.ca</p>
Contact information for the purposes of Notice to the Recipient (Program management)	<p>Name: Jason Kabel</p> <p>Position: Community Services Division Manager</p> <p>Address: 401 Nelson Street, Fort Frances ON P9A 1B3</p> <p>Phone: 807-274-4561 x1719</p> <p>Email: jkabel@fortfrances.ca</p>

Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement	Name: Laurie Lindberg Position: Treasurer Address: 320 Portage Avenue, Fort Frances ON P9A 3P9 Phone: 807-274-5523 Email: llindberg@fortfrances.ca
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Additional Provisions:

1. Objective

The Funds are provided for the objective of promoting active and healthy living, social engagement and learning for persons who are primarily seniors by providing them with activities and services. All Funds provided by the Province to the Recipient must be spent in support of this objective.

2. Program Guidelines

- a. The Recipient agrees to abide by all terms and conditions in the Program Guidelines in respect of the use of the Funds.
- b. The Province agrees to provide the Recipient with prompt notice of any revisions to the Program Guidelines.

- End -



REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Community Services Division Manager

DATE: September 28, 2018

RE: Email received – Cynthia Donald – Canada Day Fundraiser Request

The Community Services Division has received an email from Cynthia Donald, Canada Day Committee Chairperson requesting use of the East End Hall on the following dates for one hour (5:30 – 6:30 p.m.) with the user fees being waived:

Wednesday, Oct. 24,
 Wednesday, Nov. 7,
 Wednesday, Nov. 14,
 Wednesday, Nov. 21,
 Wednesday, Nov. 28

Recommendation

The Community Services Executive Committee recommends to Mayor & Council to approve use of the East End Hall by the Canada Day Committee at no charge on the dates requested.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Kabel".

Jason Kabel

Council approval of this report will approve use of the East End Hall by the Canada Day Committee at no charge on the dates requested.

From: Cynthia Donald
To: [Jason Kabel](#)
Subject: East End Hall
Date: Wednesday, September 26, 2018 1:34:30 PM

Dear Jason,

The FITS committee would like to use the East End Hall from 5:30-6:30 Wednesdays for a fundraiser. Our insurance will cover these events.

Wednesday Oct. 24, Nov. 7, 14, 21, 28. We are asking that the town waive the fees seeing that it is for a Canada event.

Thank you



REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Community Services Division Manager

DATE: September 28, 2018

RE: Letter Received from the Fort Frances Senior Centre Board of Management - Facility Acquisition

Prelude

At the September 24, 2018 regular meeting of Council the attached letter from Diane Maxey, Fort Frances Senior Centre Board of Management Chair was referred to the Community Services Executive Committee for recommendation.

The Fort Frances Senior Centre Board of Management is requesting, *consideration and support in principle in helping the Senior Centre to acquire a larger facility which would meet current and future programming needs.*

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to receive the report with no further action at this time.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Kabel".

Jason Kabel

Council approval of this report will receive the report with no further action at this time.

Fort Frances Senior Centre
401 Nelson Street
Fort Frances, ON P9A 3B1



Mayor and Council
Town of Fort Frances
320 Portage Ave.
Fort Frances, ON

September 17, 2018

Mayor and Council

Over the past few years activity at the Senior Centre has increased. In addition to card-playing and pool we now offer exercise programs, line dancing, bingo and a special lunch program one day a week. The Centre is also being used more frequently by the public for community events. As our population continues to age there is going to be more demand for a variety of activities.

We would like to expand our programming especially for small group activities such as book club, crafts, and discussion groups. However, the design of the current building is not conducive to additional activities as there is only one large space and no additional smaller rooms. As well, parking is a problem especially when the Centre offers special events such as the Senior Fair or the Senior Games.

We have investigated the cost of adding on to the building but it might be more efficient to erect a new building or to relocate to a different facility which could offer not only the space needed for programming but additional parking space as well.

This letter is being sent to you to ask for your consideration and support in principle in helping the Senior Centre to acquire a larger facility which would meet current and future programming needs.

Sincerely

Diane Maxey, Chair
Fort Frances Senior Centre Board of Management



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/114**

TO: Mayor Avis & Members of Council

FROM: Laurie Lindberg, Treasurer

DATE: October 2, 2018

SUBJECT: Councillor Ken Perry NOMA Board Meeting & FedNor Round Table Meeting Per Diem Claims

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$320.00 to attend the Northern Ontario Municipal Association (NOMA) Board Meeting and the FedNor Round Table Meeting held in Thunder Bay on September 18 & 19, 2018 as submitted by Councillor Ken Perry.

The travel expenses and per diem claim is in compliance with the Town of Fort Frances By-Law 02/10-D Schedule 'A'.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$320.00 as submitted by Councillor Ken Perry for his attendance at the Northern Ontario Municipal Association (NOMA) Board Meeting and the FedNor Round Table Meeting held in Thunder Bay on September 18 & 19, 2018.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the per diem claim in the amount of \$320.00 as submitted by Councillor Ken Perry for his attendance at the Northern Ontario Municipal Association (NOMA) Board Meeting and FedNor Round Table Meeting held in Thunder Bay on September 18 & 19, 2018.

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

Attendee <i>Ken Perry</i>	
Conference / Seminar Attended	<i>NamA Board Fednor round table</i>
Location <i>Thunder Bay</i>	<i>Victoria Inn</i>
Dates <i>Sept 18/19</i>	

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		<i>160⁰⁰</i>	<i>160⁰⁰</i>					<i>320⁰⁰</i>
Amount Date		<i>Sept 18</i>	<i>Sept 19</i>					

Name (Please Print) <i>Ken Perry</i>	Signature <i>Ken Perry</i>
Approved	Date

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/115**

TO: Mayor Avis & Members of Council

FROM: Laurie Lindberg, Treasurer

DATE: October 2, 2018

SUBJECT: Councillor Wendy Brunetta NOMA Board Meeting & FedNor Round Table Meeting Per Diem Claims

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$320.00 to attend the Northern Ontario Municipal Association (NOMA) Board Meeting and the FedNor Round Table Meeting held in Thunder Bay on September 18 & 19, 2018 as submitted by Councillor Wendy Brunetta.

The travel expenses and per diem claim is in compliance with the Town of Fort Frances By-Law 02/10-D Schedule 'A'.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$320.00 as submitted by Councillor Wendy Brunetta for her attendance at the Northern Ontario Municipal Association (NOMA) Board Meeting and the FedNor Round Table Meeting held in Thunder Bay on September 18 & 19, 2018.

Council Approval of Ther Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the per diem claim in the amount of \$320.00 as submitted by Councillor Wendy Brunetta for her attendance at the Northern Ontario Municipal Association (NOMA) Board Meeting and FedNor Round Table Meeting held in Thunder Bay on September 18 & 19, 2018.

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

Attendee	Wendy Brunetta
Conference / Seminar Attended	NOMA
Location	Thunder Bay
Dates	Sept. 18-19/18

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		Sept 18	Sept 19					
Amount		160 ⁰⁰	160 ⁰⁰					\$ 320

Name (Please Print)	Signature
Wendy Brunetta	Wendy Brunetta
Approved	Date
	Sept 24/18

To be submitted to Payroll for processing when approved by Council

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6200
Fax: 705 330-4191

Tél. : 705 329-6200
Téléc.: 705 330-4191

File Reference:

612-20

September 24, 2018

Dear CAO/Treasurer,

Please find attached the OPP municipal policing 2019 Annual Billing Statement package.

This year's billing package includes a statement for the 2017 year-end reconciliation. The final cost adjustment calculated as a result of the 2017 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2019 calendar year.

The OPPA Uniform and Civilian Collective Agreements expire on December 31, 2018 and negotiations are underway for the next agreement. Estimated salary rates incorporated in the 2019 municipal policing annual statements are set to reduce the risk of municipalities potentially incurring significant reconciliation adjustments. A 1.9% general salary rate increase has been estimated based on current trends of municipal policing salaries.

The final reconciliation of the 2019 annual costs will be included in the 2021 Annual Billing Statement.

For more detailed information on the 2019 Annual Billing Statement package please refer to resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in October. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

M.M. (Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

OPP 2019 Annual Billing Statement**Fort Frances T****Estimated cost for the period January 1 to December 31, 2019****Please refer to www.opp.ca for 2019 Municipal Policing Billing General Information summary for further details.**

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	3,801		
	Commercial and Industrial	246		
	Total Properties	4,047	189.54	767,068
Calls for Service	(see summaries)			
	Total all municipalities	156,778,914		
	Municipal portion	0.8644%	334.86	1,355,162
Overtime	(see notes)		13.54	54,813
Court Security	(see summary)		84.40	341,547
Prisoner Transportation	(per property cost)		2.27	9,187
2019 Estimated Cost before Phase-In Adjustment			624.61	2,527,777
2019 Phase-In Adjustment Billing Summary				
2018 Estimated Cost per Property			541.41	
2019 Estimated Cost per Property (see above)			624.61	
Cost per Property Variance	(Increase)		83.19	
2019 Cost Growth Amount (per property)			10.31	
2019 Adjustment Maximum is \$40 per property	(Increase)		40.00	
2019 Phase-In Adjustment			32.88	(133,068)
2019 Estimated Cost After Phase-In Adjustment			591.72	2,394,709
2017 Year-End Adjustment	(see summary)			168,384
Grand Total Billing for 2019				2,563,093
2019 Monthly Billing Amount				213,591

OPP 2019 Annual Billing Statement**Fort Frances T****Estimated cost for the period January 1 to December 31, 2019****Notes to Annual Billing Statement**

- 1) **Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2019 billing purposes the allocation of the municipal workload in detachments has been calculated to be 56.2 % Base Services and 43.8 % Calls for Service. The total 2019 Base Services and Calls for Service cost calculation is detailed on the *Base Services and Calls for Service Cost Summary* included in the municipal billing package.
- 2) **Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$189.54 estimated for 2019. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on *Base Services and Calls for Service Cost Summary* included in the municipal billing package.
- 3) **Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) **Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2014, 2015, 2016 and 2017 has been analyzed and averaged to estimate the 2019 costs. The costs incorporate the estimated 2019 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2019 hours and salary rates and included in the 2021 Annual Billing Statement.
- 5) **Court Security and Prisoner Transportation (CSPT)** - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. 2019 costs have been based on 2017 security activity. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. These costs will be reconciled to the actual cost of service required in 2019.

The Ministry of Community Safety and Correctional Services (MCSCS) has not finalized the 2019 municipal grant allocations and therefore the grant allocation has not been included in the annual billing statements. Municipalities will be notified of their 2019 grant allocation in the fall of 2018 and the 2019 municipal CSPT grants will be credited to municipalities in 2019, 25% in February and the remainder by September. Please note that a review of 2018 reconciled costs will need to be compared to the actual grant allocated for 2018. If the grant amount is more than the reconciled costs, an adjustment will be made to your 2019 grant allocation.

- 6) **Year-end Adjustments** - The 2017 adjustment accounts for the difference between the amount billed (excluding grants and revenue) based on the estimated cost in the *Annual Billing Statement* and the reconciled cost in the *Year-end Summary*. All costs in the *Annual Billing Statement* have a salary component. The delay in the settlement of the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements resulted in an estimate of the 2017 general salary rate increase. The actual weighted average cost of a uniform FTE decreased slightly (0.6%) from the estimated rate. The salary rate reconciliation impact on the cost of Base Services and Calls for Service costs of the municipality is minimal. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security. These costs are reconciled considering not only salary and benefit rate updates but also the extent of service provided during the year.

OPP 2019 Estimated Base Services and Calls For Service Cost Summary
For the Period January 1 to December 31, 2019

Salaries and Benefits

Uniform Members	(Note 1)	Base		Total Base Services and Calls for Service		Base	Calls for
		FTE	%	\$/FTE	\$	Services	Service
Inspector		25.77	100.0	158,283	4,078,953	4,078,953	-
Staff Sergeant-Detachment Commander		11.41	100.0	141,618	1,615,861	1,615,861	-
Staff Sergeant		32.05	100.0	132,190	4,236,690	4,236,690	-
Sergeant		222.66	56.2	118,511	26,387,659	14,823,356	11,564,303
Constables		1,809.53	56.2	100,708	182,234,147	102,367,668	79,866,479
Part Time Constables		5.44	56.2	80,183	436,196	245,360	190,836
Total Uniform Salaries		2,106.86			218,989,506	127,367,887	91,621,618
Statutory Holiday Payout				3,564	7,489,461	4,315,256	3,174,205
Shift Premium				685	1,395,777	784,065	611,712
Benefits (Full-time 28.09%, Insp. 27.06%, Part-time 14.73%)					61,413,863	35,702,846	25,711,017
Total Uniform Salaries & Benefits					137,308	289,288,606	168,170,054
121,118,552							
Detachment Civilian Members	(Note 1)						
Court Officer		15.57	56.2	65,648	1,022,139	574,420	447,719
Detachment Administrative Clerk		173.14	56.2	64,693	11,200,946	6,292,041	4,908,905
Detachment Clerk Typist		0.44	56.2	57,362	25,239	14,341	10,899
Detachment Operations Clerk		1.67	56.2	63,077	105,339	59,292	46,046
Crime Stopper		0.81	56.2	60,159	48,729	27,673	21,056
Total Detachment Civilian Salaries		191.63			12,402,392	6,967,767	5,434,625
Benefits (26.10% of Salaries)					3,237,024	1,818,587	1,418,437
Total Detachment Civilian Salaries & Benefits					81,613	15,639,416	8,786,354
6,853,062							
Support Staff (Salaries and Benefits)	(Note 2)						
Communication Operators				6,564	13,829,429	7,967,711	5,861,718
Prisoner Guards				1,715	3,613,265	2,081,753	1,531,512
Operational Support				4,642	9,780,044	5,634,692	4,145,352
RHQ Municipal Support				2,477	5,218,692	3,006,706	2,211,986
Telephone Support				122	257,037	148,090	108,947
Office Automation Support				644	1,356,818	781,719	575,098
Mobile and Portable Radio Support				188	397,112	228,779	168,333
Total Support Staff Salaries and Benefits					34,452,397	19,849,450	14,602,947
Total Salaries & Benefits					339,380,420	196,805,859	142,574,561

Other Direct Operating Expenses (Note 2)

Communication Center	182	383,449	220,921	162,528
Operational Support	811	1,708,663	984,432	724,231
RHQ Municipal Support	232	488,792	281,613	207,178
Telephone	1,373	2,892,719	1,666,616	1,226,103
Mobile Radio Equipment Maintenance	163	344,305	198,356	145,949
Office Automation - Uniform	2,140	4,508,680	2,597,639	1,911,041
Office Automation - Civilian	1,685	322,897	181,407	141,489
Vehicle Usage	8,351	17,594,388	10,136,861	7,457,527
Detachment Supplies	539	1,135,598	654,265	481,332
Uniform & Equipment	1,944	4,106,311	2,365,673	1,740,638
Uniform & Equipment Court officer	929	14,465	8,129	6,336
Total Other Direct Operating Expenses		33,500,265	19,295,913	14,204,352

Total 2019 Municipal Base Services and Calls for Service Cost

372,880,686 216,101,772 156,778,914

Total OPP-Policed Municipal Properties

1,140,112

Base Services Cost per Property

\$189.54

OPP 2019 Estimated Base Services and Calls For Service Cost Summary For the Period January 1 to December 31, 2019

Notes

Total Base Services and Call for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2014 through 2017. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 89.03 FTEs with a cost of \$14,357,486 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2019 salaries were estimated based on the 2018 rates set in the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.9% for 2019 applied. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2018-19). Salary rates, Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 56.2% Base Services : 43.8% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2018 Municipal Policing Cost-Recovery Formula.

OPP 2019 Calls for Service Billing Summary
Fort Frances T
Estimated cost for the period January 1 to December 31, 2019

Calls for Service Billing Workgroups	Calls for Service Count					2019 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2019 Estimated Calls for Service Cost
	2014	2015	2016	2017	Four Year Average				
					A	B	C = A * B		
					(Note 1)		(Note 2)	(Note 3)	
Drug Possession	32	39	41	59	43	6.4	274	0.0171%	26,733
Drugs	4	3	5	6	5	37.0	167	0.0104%	16,269
Operational	1,017	1,083	1,097	1,291	1,122	3.6	4,039	0.2517%	394,670
Operational 2	379	438	330	410	389	1.3	506	0.0315%	49,444
Other Criminal Code Violations	192	194	257	321	241	7.9	1,904	0.1187%	186,030
Property Crime Violations	291	350	303	372	329	6.8	2,237	0.1394%	218,597
Statutes & Acts	156	173	145	196	168	3.3	553	0.0344%	54,009
Traffic	186	187	171	186	183	3.4	621	0.0387%	60,629
Violent Criminal Code	194	224	204	276	225	15.9	3,570	0.2225%	348,781
Total	2,451	2,691	2,553	3,117	2,703		13,869	0.8644%	1,355,162
Provincial Totals	(Note 4)	381,258	363,779	364,615	368,194	369,462	1,604,533	100.0%	156,778,914

Notes to Calls for Service Billing Summary

- 1) Showing no decimal places, for billing purposes the exact calculated numbers have been used
- 2) Showing 4 decimal places here, for calculations 9 decimal places have been used
- 3) Costs rounded to 0 decimals
- 4) Provincial Totals exclude data for both municipal dissolutions and amalgamations

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OPP 2019 Calls for Service Details
Fort Frances T
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Grand Total	2,451	2,691	2,553	3,117	2,703.00
Drug Possession	32	39	41	59	42.75
DRUG Operation - Master Code	0	0	0	1	0.25
Drug Related Occurrence	4	11	19	27	15.25
Fail to disclose previous prescription (double doctoring)	0	1	0	0	0.25
Possession - Cannabis	17	9	14	13	13.25
Possession - Cocaine	1	0	0	1	0.50
Possession - Methamphetamine (Crystal Meth)	0	0	0	5	1.25
Possession - Other Controlled Drugs and Substances Act	10	18	8	12	12.00
Drugs	4	3	5	6	4.50
Drug Operation - Residential Grow Outdoor	1	0	0	0	0.25
Trafficking - Cannabis	3	0	0	1	1.00
Trafficking - Cocaine	0	1	2	1	1.00
Trafficking - Methamphetamine (Crystal Meth)	0	0	1	0	0.25
Trafficking - Other Controlled Drugs and Substances Act	0	2	2	4	2.00
Operational	1,017	1,083	1,097	1,291	1,122.00
Accident - non-MVC - Industrial	2	1	0	0	0.75
Accident - non-MVC - Master Code	0	0	1	0	0.25
Accident - non-MVC - Residential	0	0	0	1	0.25
Alarm - Master Code	2	2	2	1	1.75
Alarm - Others	2	4	5	1	3.00
Animal - Bear Complaint	7	11	23	16	14.25
Animal - Dog Owners Liability Act	3	8	6	3	5.00
Animal - Left in Vehicle	0	2	5	3	2.50
Animal - Master Code	5	3	0	0	2.00
Animal - Other	18	16	20	21	18.75
Animal Bite	2	4	1	2	2.25
Animal Injured	11	10	4	3	7.00
Animal Stray	11	3	1	7	5.50
Assist Fire Department	6	9	3	4	5.50
Assist Public	119	163	163	238	170.75
Bomb Threat	1	0	0	0	0.25
By-Law - Master Code	0	2	0	1	0.75
Child Neglect	1	0	0	1	0.50
Compassionate Message	0	3	0	0	0.75
Distressed / Overdue Motorist	1	1	0	4	1.50
Dogs By-Law	2	0	1	1	1.00
Domestic Disturbance	114	101	121	168	126.00
False Fire Alarm - Building	4	3	3	4	3.50
False Fire Alarm - Other	0	1	1	0	0.50
Family Dispute	67	62	85	68	70.50
Fire - Building	4	10	4	2	5.00
Fire - Master Code	0	1	0	0	0.25
Fire - Other	1	4	5	6	4.00
Fire - Vehicle	1	1	1	1	1.00
Found - Bicycles	17	15	19	16	16.75

OPP 2019 Calls for Service Details
Fort Frances T
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Found - Computer, parts & accessories	0	0	0	4	1.00
Found - Domestic Appliances	0	0	0	1	0.25
Found - Gun	0	0	0	1	0.25
Found - Household Property	1	0	4	2	1.75
Found - Jewellery	0	1	0	1	0.50
Found - License Plate	1	0	0	0	0.25
Found - Machinery & Tools	3	0	0	1	1.00
Found - Others	7	3	14	14	9.50
Found - Personal Accessories	10	12	27	22	17.75
Found - Radio, TV, Sound-Reprod. Equip.	1	4	1	0	1.50
Found - Sporting Goods, Hobby Equip.	1	0	0	2	0.75
Found Property - Master Code	16	20	18	11	16.25
Homeless Person	0	0	0	1	0.25
Insecure Condition - Building	6	8	6	6	6.50
Insecure Condition - Others	0	1	0	0	0.25
Insecure Condition - Vehicle	0	0	1	0	0.25
Lost - Bicycles	1	0	1	2	1.00
Lost - Computer, parts & accessories	0	0	1	2	0.75
Lost - Household Property	1	1	0	0	0.50
Lost - Jewellery	0	0	1	1	0.50
Lost - License Plate	2	2	2	0	1.50
Lost - Machinery & Tools	0	0	0	1	0.25
Lost - Others	3	4	3	5	3.75
Lost - Personal Accessories	8	16	20	16	15.00
Lost - Radio, TV, Sound-Reprod. Equip.	3	4	4	2	3.25
Lost - Sporting Goods, Hobby Equip.	0	1	0	0	0.25
Lost Property - Master Code	17	21	9	8	13.75
Medical Assistance - Master Code	0	1	1	0	0.50
Medical Assistance - Other	2	4	8	10	6.00
Missing Person - Master Code	0	1	0	0	0.25
Missing Person 12 & older	22	14	34	36	26.50
Missing Person Located 12 & older	22	24	24	43	28.25
Missing Person Located Under 12	2	3	0	2	1.75
Missing Person under 12	3	1	2	1	1.75
Neighbour Dispute	44	45	40	49	44.50
Noise By-Law	17	9	7	2	8.75
Noise Complaint - Animal	14	7	6	2	7.25
Noise Complaint - Business	0	1	4	3	2.00
Noise Complaint - Master Code	6	7	4	4	5.25
Noise Complaint - Others	6	8	10	11	8.75
Noise Complaint - Residence	51	42	58	48	49.75
Noise Complaint - Vehicle	3	0	0	1	1.00
Other Municipal By-Laws	4	8	12	6	7.50
Phone - Master Code	8	6	1	4	4.75
Phone - Nuisance - No Charges Laid	18	18	14	12	15.50
Phone - Other - No Charges Laid	21	7	7	6	10.25

OPP 2019 Calls for Service Details
Fort Frances T
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Phone - Text-related incident	1	2	2	0	1.25
Phone - Threatening - No Charges Laid	0	2	2	0	1.00
Sudden Death - Accidental	2	1	1	0	1.00
Sudden Death - Master Code	0	0	1	0	0.25
Sudden Death - Natural Causes	6	8	8	6	7.00
Sudden Death - Others	0	1	2	2	1.25
Sudden Death - Suicide	0	1	0	1	0.50
Suspicious Package	1	2	2	0	1.25
Suspicious Person	79	85	90	115	92.25
Suspicious vehicle	18	15	17	21	17.75
Taxi By-Law	1	0	0	0	0.25
Traffic By-Law	5	6	4	3	4.50
Trouble with Youth	96	105	83	93	94.25
Unwanted Persons	81	111	64	134	97.50
Vehicle Recovered - Automobile	2	0	2	0	1.00
Vehicle Recovered - Other	0	0	1	0	0.25
Vehicle Recovered - Trucks	0	0	0	1	0.25
Operational 2	379	438	330	410	389.25
911 call - Dropped Cell	0	9	9	29	11.75
911 call / 911 hang up	236	255	200	210	225.25
911 hang up - Pocket Dial	7	9	6	23	11.25
False Alarm - Accidental Trip	44	48	39	41	43.00
False Alarm - Cancelled	13	12	12	15	13.00
False Alarm - Malfunction	29	45	20	21	28.75
False Alarm - Others	5	14	8	19	11.50
False Holdup Alarm - Accidental Trip	3	3	2	1	2.25
False Holdup Alarm - Malfunction	2	0	0	3	1.25
Keep the Peace	40	43	34	48	41.25
Other Criminal Code Violations	192	194	257	321	241.00
Animals - Cruelty	3	0	4	2	2.25
Animals - Kill or injure	1	0	0	0	0.25
Animals - Others	1	0	0	0	0.25
Animals - Unnecessary suffering	1	1	0	0	0.50
Bail Violations - Appearance Notice	11	14	15	39	19.75
Bail Violations - Disobey Summons	7	7	8	9	7.75
Bail Violations - Fail To Appear	5	3	2	6	4.00
Bail Violations - Fail To Comply	65	77	88	113	85.75
Bail Violations - Master Code	1	0	1	4	1.50
Bail Violations - Others	2	4	8	4	4.50
Bail Violations - Promise To Appear	16	16	21	14	16.75
Bail Violations - Recognizance	4	2	0	0	1.50
Breach of Firearms regulation - Unsafe Storage	0	1	1	0	0.50
Breach of Probation	14	12	35	40	25.25
Child Pornography - Making or distributing	0	0	1	0	0.25
Child Pornography - Master Code	0	0	1	0	0.25
Child Pornography - Other	0	0	0	1	0.25

OPP 2019 Calls for Service Details**Fort Frances T****For the Calendar Years 2014 to 2017**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Child Pornography - Possess child pornography	0	1	0	0	0.25
Counterfeit Money - Others	1	0	0	1	0.50
Disobey court order / Misconduct executing process	0	1	0	0	0.25
Disturb the Peace	33	28	35	34	32.50
Fail to Attend Court	7	14	15	33	17.25
False Fire Alarm (C.C. Charge)	0	0	0	1	0.25
Indecent acts - exposure to person under 14	0	0	1	0	0.25
Indecent acts - Master Code	0	0	1	0	0.25
Indecent acts - Other	0	0	2	1	0.75
Nudity - public/private property	0	0	0	1	0.25
Obstruct Justice / Fabricate Evidence	1	0	0	0	0.25
Obstruct Public Peace Officer	2	2	2	3	2.25
Offensive Weapons - Careless use of firearms	1	0	0	0	0.25
Offensive Weapons - Other Offensive Weapons	1	0	1	2	1.00
Offensive Weapons - Other Weapons Offences	2	2	3	4	2.75
Offensive Weapons - Possession of Weapons	3	2	1	3	2.25
Offensive Weapons - Restricted	1	0	0	0	0.25
Offensive Weapons - Weapons Trafficking	1	0	0	0	0.25
Other Criminal Code * Sec.462 - Sec.753	2	1	4	1	2.00
Personate Peace Officer	0	1	0	0	0.25
Possession of Burglary Tools	0	1	0	1	0.50
Public Mischief - mislead peace officer	1	2	2	1	1.50
Public Morals	0	1	0	0	0.25
Trespass at Night	3	0	4	2	2.25
Utter Threats to damage property	0	0	1	0	0.25
Utter Threats to injure animal	0	1	0	1	0.50
Utter Threats to Property / Animals	1	0	0	0	0.25
Uttering Counterfeit Money	1	0	0	0	0.25
Property Crime Violations	291	350	303	372	329.00
Arson - Auto	0	2	0	0	0.50
Arson - Building	0	2	0	1	0.75
Arson - Master Code	0	0	1	0	0.25
Break & Enter	43	41	42	64	47.50
Break & Enter - Firearms	0	0	0	1	0.25
Fraud - False Pretence Over \$5,000	1	0	0	0	0.25
Fraud - False Pretence Under \$5,000	0	1	2	1	1.00
Fraud - Forgery & Uttering	1	0	2	0	0.75
Fraud - Fraud through mails	2	0	2	1	1.25
Fraud - Master Code	0	0	2	1	0.75
Fraud - Money/property/security Over \$5,000	1	2	3	4	2.50
Fraud - Money/property/security Under \$5,000	9	4	11	12	9.00
Fraud - Other	4	8	7	17	9.00
Fraud - Steal/Forge/Poss./Use Credit Card	2	1	0	2	1.25
Fraud - Welfare benefits	0	0	2	0	0.50
Identity Fraud	0	1	1	0	0.50
Identity Theft	0	0	1	1	0.50

OPP 2019 Calls for Service Details
Fort Frances T
For the Calendar Years 2014 to 2017

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
Interfere with lawful use, enjoyment of property	2	4	2	7	3.75
Mischief - Master Code	80	93	63	94	82.50
Mischief Graffiti - Non-Gang Related	14	18	6	6	11.00
Mischief with Data	1	0	0	0	0.25
Personation with Intent (fraud)	1	3	2	1	1.75
Possession of Stolen Goods over \$5,000	0	0	0	1	0.25
Possession of Stolen Goods under \$5,000	5	4	2	5	4.00
Property Damage	8	3	6	4	5.25
Theft from Motor Vehicles Under \$5,000	19	22	17	8	16.50
Theft of - Automobile	4	1	2	0	1.75
Theft of - Other Motor Vehicles	0	1	0	0	0.25
Theft of - Snow Vehicles	1	1	0	0	0.50
Theft of - Trucks	0	2	0	1	0.75
Theft of Motor Vehicle	6	4	5	1	4.00
Theft Over \$5,000 - Bicycles	0	0	1	0	0.25
Theft Over \$5,000 - Mail	0	1	0	1	0.50
Theft Over \$5,000 - Master Code	1	1	0	0	0.50
Theft Over \$5,000 - Other Theft	1	1	4	1	1.75
Theft Over \$5,000 - Trailers	0	0	0	1	0.25
Theft Over \$5,000 Shoplifting	0	0	1	0	0.25
Theft Under \$5,000 - Bicycles	12	22	18	16	17.00
Theft Under \$5,000 - Building	1	1	0	1	0.75
Theft Under \$5,000 - Construction Site	0	0	2	3	1.25
Theft Under \$5,000 - Gasoline Drive-off	1	1	4	5	2.75
Theft Under \$5,000 - Master Code	10	12	9	23	13.50
Theft Under \$5,000 - Other Theft	42	57	55	51	51.25
Theft Under \$5,000 - Persons	0	3	5	3	2.75
Theft Under \$5,000 - Trailers	1	1	0	0	0.50
Theft Under \$5,000 Shoplifting	18	32	21	33	26.00
Unlawful in a dwelling house	0	0	2	1	0.75
Statutes & Acts	156	173	145	196	167.50
Children's Law Reform Act	0	0	1	0	0.25
Children's Law Reform Act - Custody order	1	0	0	0	0.25
Custody Dispute	2	0	0	1	0.75
Family Law Act - Custody/Access order	0	1	1	0	0.50
Family Law Act - Other	0	1	1	0	0.50
Landlord / Tenant	15	18	24	27	21.00
Mental Health Act	43	37	17	25	30.50
Mental Health Act - Attempt Suicide	16	18	8	18	15.00
Mental Health Act - Placed on Form	0	0	2	10	3.00
Mental Health Act - Threat of Suicide	25	19	31	28	25.75
Mental Health Act - Voluntary Transport	2	4	7	10	5.75
Trespass To Property Act	51	74	52	74	62.75
Youth Criminal Justice Act (YCJA)	1	1	1	3	1.50
Traffic	186	187	171	186	182.50
MVC - Others (Motor Vehicle Collision)	0	2	1	0	0.75

OPP 2019 Calls for Service Details**Fort Frances T****For the Calendar Years 2014 to 2017**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2014	2015	2016	2017	
MVC - Pers. Inj. Failed to Remain (Motor Vehicle Collision)	2	1	1	1	1.25
MVC - Personal Injury (Motor Vehicle Collision)	5	6	7	5	5.75
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	26	26	23	27	25.50
MVC - Prop. Dam. Non Reportable	38	38	45	66	46.75
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	115	112	92	87	101.50
MVC (Motor Vehicle Collision) - Master Code	0	2	2	0	1.00
Violent Criminal Code	194	224	204	276	224.50
Abduction Under 14 - Family	0	0	0	1	0.25
Aggravated Assault - Level 3	4	2	3	2	2.75
Arson - Disregard for Human Life	1	0	0	0	0.25
Assault - Level 1	103	113	91	145	113.00
Assault Peace Officer	11	5	6	4	6.50
Assault Peace Officer with weapon OR cause bodily harm	1	1	1	2	1.25
Assault With Weapon or Causing Bodily Harm - Level 2	18	25	24	26	23.25
Criminal Harassment	10	17	16	12	13.75
Criminal Harassment - Offender Unknown	1	1	0	0	0.50
Discharge Firearm with Intent	1	0	0	0	0.25
Extortion	0	0	1	1	0.50
Forcible confinement	0	1	0	4	1.25
Hostage Taking	0	0	1	0	0.25
Indecent / Harassing Communications	2	2	1	1	1.50
Invitation to Sexual Touching	0	0	0	1	0.25
Kidnapping	1	0	0	0	0.25
Murder 2nd Degree	0	0	0	1	0.25
Non-Consensual Distribution of Intimate Images	0	1	1	2	1.00
Other Criminal Code * against public order	1	0	1	0	0.50
Robbery - Master Code	0	2	2	1	1.25
Robbery - Other	1	0	1	1	0.75
Robbery - With Threat of Violence	3	2	1	1	1.75
Sexual Assault	12	18	19	21	17.50
Sexual Exploitation	0	0	1	0	0.25
Sexual Interference	4	2	2	5	3.25
Utter Threats - Master Code	1	0	2	2	1.25
Utter Threats to Person	19	31	26	42	29.50
Utter Threats to Person - Government Employee	0	0	2	0	0.50
Utter Threats to Person - Police Officer	0	0	2	1	0.75
Voyeurism	0	1	0	0	0.25

OPP 2019 Court Security Cost Summary**Fort Frances T**

Estimated cost for the period January 1 to December 31, 2019

2018 Cost-Recovery Formula**Salaries and Benefits**

Uniform Members	(Note 1)	\$/FTE	Positions	\$	Sub-Total	Total
Constables		100,708	1.75	176,434		
Total Uniform Salaries					176,434	
Statutory Holiday Payout		3,564			6,244	
Shift Premiums		685			1,200	
Benefits (Full-time 28.09%, Part-time 14.73%)					49,560	
Total Uniform Salaries and Benefits						233,439
Detachment Civilian Members						
Guards		59,103	0.73	43,328		
Total Detachment Civilian Salaries					43,328	
Benefits (26.10%, Part-time 19.77%)					8,566	
Total Detachment Civilian Salaries and Benefits						51,894
Support Staff - Salaries and Benefits	(Note 2)					
Communication Operators		6,564		11,500		
Prisoner Guards		1,715		3,005		
Operational Support		4,642		8,133		
RHQ Municipal Support		2,477		4,340		
Telephone Support		122		214		
Office Automation Support		644		1,128		
Mobile and Portable Radio Support		188		329		
Total Support Staff Salaries and Benefits Costs						28,648
Total Salaries & Benefits						313,980
Other Direct Operating Expenses	(Note 2)					
Communication Center		182			319	
Operational Support		811			1,421	
RHQ Municipal Support		232			406	
Telephone		1,373			2,405	
Mobile Radio Equipment Repairs & Maintenance		163			286	
Office Automation - Uniform		2,140			3,749	
Vehicle Usage		8,351			14,630	
Detachment Supplies		539			944	
Uniform & Equipment		1,944			3,406	
Total Other Direct Operating Expenses						27,567
Total 2019 Estimated Court Security Costs	(Note 3 - Grant information)					\$341,547
Total OPP Policed Municipal Properties						4,047
Cost per Property						\$84.40

OPP 2019 Court Security Cost Summary**Fort Frances T****Estimated cost for the period January 1 to December 31, 2019****Notes:**

- 1) Full-time equivalents (FTEs) are based on staffing required to provide court security based on the 2017 activity levels and requirements determined by servicing detachment staff. The 2019 salaries were estimated based on the 2018 rates set in the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.9% for 2019 applied. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2018-19). Salary rates, Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.
- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2018 Municipal Policing Cost-Recovery Formula.
- 3) The Ministry of Community Safety and Correctional Services (MCSCS) had not finalized the 2019 municipal grant allocations at the time the 2019 annual billing statements were prepared and therefore the grant allocation has not been included in the annual billing statements.

OPP 2017 Reconciled Year-End Summary**Fort Frances T**

Reconciled cost for the period January 1 to December 31, 2017

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	3,815		
	Commercial and Industrial	269		
	Total Properties	4,084	190.38	777,512
Calls for Service				
	Total all municipalities	146,777,213		
	Municipal portion	0.7562%	271.78	1,109,957
Overtime			19.29	78,801
Court Security	(see summary)		79.35	324,085
Prisoner Transportation	(per property cost)		2.16	8,821
Total 2017 Reconciled Cost			562.97	2,299,176

Year Over Year Variance (reconciled cost for the year is not subject to phase-in adjustment)

2016 Reconciled Cost per Property		584.56	
2017 Reconciled Cost per Property (see above)		562.97	
Cost per Property Variance	(Decrease)	21.59	
2017 Billed Amount			(2,130,792)
2017 Year-End-Adjustment			168,384

Note

The Year-End adjustment above will be included as an adjustment on the 2019 Billing Statement.
This amount will be incorporated into the monthly invoice amount for 2019.

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OPP 2017 Court Security Cost Summary**Fort Frances T****Reconciled cost for the period January 1 to December 31, 2017****2016 Cost-Recovery Formula****Salaries and Benefits****(Note 1)**

Uniform Members	Positions	\$	Sub-Total	Total
Constables	1.75	169,456		
Total Uniform Salaries			169,456	
Contractual Payout			6,368	
Shift Premiums			1,190	
Benefits (26.96% full-time, 14.68% part-time)			45,685	
Total Uniform Salaries and Benefits				222,700
Detachment Civilian Members				
Guards	0.73	41,767		
Total Detachment Civilian Salaries			41,767	
Benefits (25.17%, Part-time 19.44%)			8,119	
Total Detachment Civilian Salaries and Benefits				49,886
Support Staff - Salaries and Benefits	(Note 2)			
Communication Operators		10,547		
Prisoner Guards		2,689		
Office Automation Support		936		
Telephone Support		210		
Operational Support		7,453		
Total Support Staff Salaries and Benefits Costs				21,834
Total Salaries & Benefits				294,421

Other Direct Operating Expenses**(Note 2)**

Communication Center	391
Operational Support	1,328
RHQ Municipal Support	4,012
Vehicle Usage	13,833
Telephone	2,151
Detachment Supplies	881
Uniform & Equipment	3,040
Mobile Radio Equipment Repairs & Maintenance	1,480
Office Automation - Uniform	2,547
Total Other Direct Operating Expenses	29,664
Total 2017 Reconciled Court Security Costs	\$324,085
Total OPP Policed Municipal Properties	4,084
Cost per Property	\$79.35

OPP 2017 Court Security Cost Summary**Fort Frances T****Reconciled cost for the period January 1 to December 31, 2017****Notes**

- 1) Full-time equivalents (FTEs) are based on staffing required to provide court security based on the actual 2017 activity levels and requirements determined by servicing detachment staff. Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2017 salaries incorporate the January 1, 2017, 1.5%, and July 1, 2017, 0.4% , general salary rate increases set in the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements. The benefit rates are based on the rates set by the Treasury Board Secretariat, (2017-18).
- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2016 Municipal Policing Cost-Recovery Formula.

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2017 Total Tonne	Average last 10 years Total Tonne	2018 Total Tonne	Total Fees	Average last 10 years Fees 2008 to 2017	Total Fees	2018-2017 Tonnes	2017-2016 Fees
JAN	139.64	28.17	345.27	69.65	10.78	2.17	0.00	450.85	360.13	495.69	\$26,266.82	\$17,849.10	\$30,177.28	44.84	\$3,910.46
FEB	125.00	30.75	272.44	67.03	9.02	2.22	0.00	349.66	306.73	406.46	\$20,191.04	\$15,355.62	\$23,347.65	56.80	\$3,156.61
MAR	153.37	33.09	297.91	64.27	12.26	2.64	0.00	466.01	411.69	463.54	\$28,951.58	\$21,321.44	\$27,716.10	-2.47	-\$1,235.48
APRIL	209.71	36.79	350.77	61.54	9.52	1.67	0.00	630.91	574.04	570.00	\$40,385.84	\$30,505.60	\$35,930.07	-60.91	-\$4,455.77
MAY	283.13	40.20	406.85	57.77	14.28	2.03	0.00	741.59	719.34	704.26	\$43,112.32	\$36,978.61	\$42,835.55	-37.33	-\$276.77
JUNE	235.72	37.06	392.93	61.77	7.43	1.17	112.13	663.02	846.85	636.08	\$40,162.52	\$38,270.35	\$45,718.15	-26.94	\$5,555.63
JULY	109.81	34.60	203.42	64.09	4.18	1.32	0.00	588.46	673.76	317.41	\$37,823.17	\$37,267.74	\$37,855.70	-271.06	\$32.53
AUG	244.61	35.57	430.36	62.58	12.75	1.85	0.00	671.06	657.07	687.72	\$39,355.84	\$34,723.56	\$43,983.95	16.66	\$4,628.11
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		637.12	651.51	0.00	\$41,057.14	\$34,879.94		-637.12	-\$41,057.14
OCT		#DIV/0!		#DIV/0!		#DIV/0!		655.43	803.03	0.00	\$40,341.88	\$40,187.03		-655.43	-\$40,341.88
NOV		#DIV/0!		#DIV/0!		#DIV/0!		370.13	569.91	0.00	\$24,926.28	\$29,432.34		-370.13	-\$24,926.28
DEC		#DIV/0!		#DIV/0!		#DIV/0!		330.97	416.38	0.00	\$19,868.57	\$21,716.47		-330.97	-\$19,868.57
Average per monthly	187.62	29.46	337.49	68.34	10.03	2.20	14.02	546.27	582.54	356.76	\$33,536.92	\$29,873.98	\$35,945.56	38.26	6,654.68
Total	1501.00		2699.95		80.22		112.13	6555.20	6990.45	4281.16	\$402,443.00	\$358,487.81	\$287,564.45	-2274.04	-\$114,878.55
Town of Fort Frances Tonnage	4200.94										\$402,443.00	Actual	\$287,564.45		
											\$391,084.00	Budget	\$396,950.00		
Total Tonnage	4281.16										\$402,443.00	Forecasted	\$431,346.68		
Residential Tonnage	1501.00	35.06%													
ICI Tonnage	2699.95	63.07%													
Coverage material	112.13														