

The Town of Fort Frances Water System
General QMS Administration

PROCEDURE TITLE: Document Change Request Form
QMS REFERENCE: Element No. 5 - APPENDIX "A"

REVISION #4
QMS REPRESENTATIVE:

DOCUMENT CHANGE REQUEST FORM

Requested By: QMS Team

Date: April 17, 2018

Department: O. & F. Division

Type of Change:

Edit Existing Document Create New Document Delete Document

Changes Requested:

1. Element 13 Essential Supplies and Services

Justification for Changes:

The following section is being revised to update the Town of Fort Frances Drinking Operation Plan.

Equipment supplier and services update. New Maintenance Services Agreement for the Town.

Proposed Changes:

1. Page 54 – b) **Pump/Analyzer/Meter Parts:**
 - a) First paragraph, second line (under "Poly") - remove wording "Aluminum Sulphate"
 - b) Second paragraph, second line (under "Fluoride") - add wording "Aluminum Sulphate"
 - c) Third paragraph, second line (under "Chlorinator") - add wording "Aluminum Sulphate"
2. Page 55 – c) **Other Services:**

Electrical Services – replaced wording with: CANNECT Electric,
1028 Williams Avenue
Fort Frances, Ontario
P9A 2R8
807-274-0000
807-275-5511 (cell)

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Approval:

QMS Representative:  Date: 17-04-2018

Comments:

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Justification for Changes:

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Proposed Changes:

1. Page 56 – c) **Other Services:**

Plumbing Services – replaced wording with:

J. D. Plumbing Solutions
RR #1, RMB 79
Fort Frances, Ontario
P9A 3M2
807-274-9485
807-276-1839 (cell)

Heating/HVAC Services – replaced wording with:

Pryde's Heating
RR #1, RMB 226
Frog Creek Road
Fort Frances, Ontario
P9A 3M2
807-274-9458 (Office)
807-276-9597 (cell)

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Approval:

QMS Representative: 

Date: 17-04-2018

Comments:

13 Essential Supplies & Services

13.1 Introduction

In order to reduce the risks to the quality and safety of the Drinking Water System from outside sources, this element identifies the suppliers and services which are deemed as essential to the delivery of safe drinking water and describes how the quality of these services are ensured.

13.2 Suppliers and Services

Below is a list of all Suppliers and services deemed essential for the production and delivery of safe water. All chemical supplies must meet ANSI and NSF Standards. Appropriate paperwork must be provided upon chemical delivery to confirm the product being delivered. All laboratories must be accredited to test the parameters for all samples that are submitted to them.

a) Chemicals:

Chlorine	Brenntag Canada Inc. 681 Plinquest Street Winnipeg, Manitoba R2J 2X2 204-233-3416	Clear Tech 340 Saulteaux Crescent Winnipeg, Manitoba R3J 3T2 204-981-3285
Fluoride (Hydrofluorosilicic Acid)	Univar 99 Lawson Crescent Winnipeg, Manitoba R3P 0T2 204-928-7246	Brenntag Canada Inc. 681 Plinquest Street Winnipeg, Manitoba R2J 2X2 204-233-3416
Aluminum Sulphate	Chemtrade Logistics Inc. 145 McDougall Street Thunder Bay, On. P7B 6T9 807-345-7643	Border Chemical Company 104 Regent Avenue Winnipeg, Manitoba R2C 5G2 204-222-3276
Soda Ash Dense	Univar 99 Lawson Crescent Winnipeg, Manitoba R3P 0T3 204-981-3285	Brenntag Canada Inc. 681 Plinquest Street Winnipeg, Manitoba R2J 2X2 204-233-3416

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Poly

Clear Tech
340 Saulteaux Crescent N/A
Winnipeg, Manitoba
R3J 3T2
204-981-3285

Calcium Hypochlorite

Clear Tech	Brenntag Canada Inc.
340 Saulteaux Crescent	681 Plinquest Street
Winnipeg, Manitoba	Winnipeg, Manitoba
R3J 3T2	R2J 2X2
204-981-3285	204-233-3416

Chemicals are ordered when supplies reach the following levels:

- Chlorine – when approximately two (2) tonners are left
- Fluoride – when approximately two (2) - 136 kg. drums are left
- Aluminium Sulphate – at low level (Level 10 on tank)
- Soda Ash – when the silo is at low level
- *Poly – when supply is one-half depleted (15 – 25 kg. bags)
- Calcium Hypochlorite – order four (4) - 30 kg. pails annually

* Supplier retains a supply on hand for the Town of Fort Frances Water Treatment Plant.

b) Pump/Analyzer/Meter Parts:

Poly

Aluminum Sulphate

Mequipco Ltd.
Unit 305 - Pembina Hwy.
Winnipeg, Manitoba
R3T 5J3
204-982-1040

Fluoride

Aluminum Sulphate

Metcon Sales & Engineering
Unit 3 - 15 Connie Crescent
Concord On.
L4K 1L3
905-738-2355

Chlorinator

Aluminum Sulphate

Clear Tech
340 Saulteaux Crescent
Winnipeg, Manitoba
R3J 3T2
204-981-3285

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Chlorine Analyzers Lakeside Process Control
7 Sylvan Way
Winnipeg, Manitoba
R2R 2B9
204-633-9197
204-632-9608 (fax)

Turbidity Analyzers Lakeside Process Control
7 Sylvan Way
Winnipeg, Manitoba
R2R 2B9
204-633-9197
204-632-9608 (fax)

Other Meters
(Bench Turbidity Analyzer)
(pH Analyzer)
(Drell) Hach Sales & Service
34-1313 Border Street
Winnipeg, Manitoba
R3H 0X4
204-957-7259
204-232-9992 (cell)
800-665-7635

High & Low Lifts Power & Mine Supply
675 Harold Crescent
Thunder Bay, Ontario
P7C 5H6
807-622-4044
807-622-3235 (fax)

c) Other Services:

Electrical Services CANNECT Electric
1028 Williams Avenue
Fort Frances, Ontario
P9A 2R8
807-274-0000
807-275-5511 (cell)

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QMS REPRESENTATIVE: 

Plumbing Services

J. D. Plumbing Solutions
RR #1, RMB 79
Fort Frances, Ontario
P9A 3M2
807-274-9485 (office)
807-276-1839 (Jamie - cell)

Heating/HVAC Services

Pryde's Heating
RR#1, RMB 226
Frog Creek Road
Fort Frances, Ontario
P9A 3M2
807-274-9458 (office)
807-275-9597 (Scott – cell)

**S.C.A.D.A. System &
Instrumentation**

Lakeside Process Controls
7 Sylvan Way
Winnipeg, Manitoba
R2R 2B9
204-633-9197
204-632-9608 (fax)

**Accredited Laboratory
Services**

ALS Laboratory
1081 Barton Street
Thunder Bay, Ontario
P7B 5N3
807-623-6463
1-800-668-9878 (toll free)
807-623-7598 (fax)

Calibrations

Flow meters, chemical feed
Pumps cl2 analyzers

Lakeside Process Controls
7 Sylvan Way
Winnipeg, Manitoba
R2R 2B9
204-633-9197
204-632-9608 (fax)

Calibrations

(Bench Turbidity Analyzer)
(pH Analyzer) (Drell)
(online turbidity analyzers)

Clear Tech
340 Saulteaux Crescent
Winnipeg, Manitoba
R3J 3T2
204-981-3285

d) Water Distribution:

System Parts

Wolseley Waterworks
1300 St. Mathews Avenue
Winnipeg, Manitoba
R3G 3K4
204-786-7861

Emco Western Supply
933 Tungsten Street
Thunder Bay, Ontario
P7B 5Z3
807-345-6543

Water Meters

Wolseley Waterworks
1300 St. Mathews Avenue
Winnipeg, Manitoba
R3G 3K4
204-786-7861

FLOCOR - Winnipeg
777 Century St.
Winnipeg, Manitoba
R3H 0M2
204-774-3461

Watermark Solutions Ltd.
169 Dufferin St. South (Unit 20)
Alliston, Ontario
L9R 1E6
519-217-3734

13.3 Quality Control Procedure

The Fort Frances Water Treatment Plant and Distribution System Operators ensure the quality of products delivered through a number of initiatives;

1. Formal contracts and agreements
2. Tender process
3. Engineering specifications

Documentation must be provided prior to delivery, which specifies the intended delivery time, proper licensing, accreditation and/or specifications outlined in the purchasing agreements. If all conditions set out in the agreements are met, delivery of goods or services will be accepted.

13.4 Purchase Agreement

When purchasing any goods and services pertaining to the Town's water system, the Town's Procurement Policy shall be followed.